



Oregon Coast Trail

Statewide Landowners Group Meeting

February 21 2020

1:00 p.m. – 4:00 p.m.

OREGON DEPARTMENT OF TRANSPORTATION BUILDING

Gail L Achterman Commission Room

First Floor, Room 103

SALEM, OR

Link to Map [here](#):

The purpose for an Oregon Coast Trail (OCT) statewide landowners group includes:

- *enabling the completion of the Trail in a manner that will result in a world class experience.*
- *increasing the safety of trail users and motorists alike.*
- *Concurring with an action plan to complete the Trail.*
- *Identifying a strategy to operate, maintain and enhance the OCT.*

Desired outcomes for this meeting include:

- Feedback regarding a strategy for supporting and implementing the action plan.
- A shared understanding of the legislative priorities for any new construction needed to complete the trail.
- Input on existing and potential new funding opportunities for both new construction and on-going administration and maintenance of the Trail.

AGENDA

- 1:00 pm** **Welcome and Introductions. Prior meeting summary. Agenda review.**
Co-Conveners – Oregon State Rep. David Brock Smith & Oregon Parks Commissioner Doug Deur.
- 1:10** **Process to Identify alternative trail alignments to close the gaps Attachment 1.**
Greg Wolf, County Solutions and M.G. Devereux, OPRD.
- 1:25** **Segment Team Reports and Discussion of Next Steps** **Attachment 2.**
- County Solutions program - Greg Wolf, Director
 - North Coast Segment Team – Tillamook County Commissioner Bill Baertlein, convener.

- Mid-Coast Segment Team – Lincoln County Commissioner Doug Hunt, convener.
- South Coast Segment Team – Coos County Commissioner Melissa Cribbins, convener.
- Oregon Coast Bike Route Plan & the Oregon Coast Trail presentation to segment teams.
Link: <https://orsolutions.org/meeting-materials-and-background>

- 2:00 Strategy to Implement the action plan and complete the Trail Attachment 3.**
M.G. Devereux, Deputy Director, Oregon Parks & Recreation Department.
Discussion, including further consideration of **Oregon Coast Trail standards**.
Trail standards were presented and discussed at the June 14 2019 meeting.
http://orsolutions.org/wp-content/uploads/2019/07/OCT-Statewide_trail-guidelines-presentation-20190613.pdf
- 2:30 pm Break**
- 2:40 Prioritization of new trail segment construction Attachment 4.**
Discussion and consideration of directions for the segment teams prioritizing projects needed to close the gaps.
- 3:10 Potential sources of funding for implementation Attachment 5.**
Roundtable discussion of specific and unique funding opportunities to Implement the action plan and provide for on-going administration and maintenance needs.
- 3:30 The Declaration of Cooperation Attachment 6.**
Karmen Fore, Director; Pete Dalke, Project manager - Oregon Solutions.
- 3:45 Discussion of May 15 meeting: agenda & location**
Wrap up and adjourn

For additional information please visit the Oregon Solutions webpage <https://orsolutions.org/osproject/oregon-coast-trail> and the Oregon Coast Trail Action Plan website: <https://oregoncoasttrailplanning.com/>

FUTURE MEETING DATES AND LOCATIONS

This schedule suggests that we are able to complete a Declaration of Cooperation at the September 2020 meeting, and have a signing ceremony at that meeting (or shortly thereafter if another meeting is needed) to allow inclusion of the Declaration of Cooperation in the Action Plan being developed by State Parks staff.

- Friday May 15. Location: TBD (coast - south Tillamook County, Lincoln City vicinity?)
- September (date TBD, possibly Friday of week the Legislature is in town)



Oregon Coast Trail *Vision Statement*

Working Draft November 2019*

The Oregon Coast Trail is a continuous hiking route offering safe passage along the Pacific Coast of Oregon, stretching between the Columbia River and the California border.

The Oregon Coast Trail is envisioned as:

- A nature-and-town experience that connects visitors with breathtaking coastal landscapes, diverse coastal communities, and places of historical importance to all Oregonians and to tribes traditionally associated with these lands.
- A destination for multi-day treks or short hikes that can be combined with other recreation along the way.
- A place for walking on the beach and on well-maintained, well-marked paths on other public and private lands where the trail leaves the beach.
- An amenity for coastal residents that provides walking opportunities and related health benefits.
- A sustainable economic development initiative that brings visitors into local restaurants, lodging, and retail stores while conserving the integrity of our natural resources and places of special importance.
- A unique experience that contributes to community, environmental and economic objectives and that is supported and maintained through the collaborative efforts of local, state and federal government, tribes, civic organizations and businesses.

* With revisions following discussion at the 6/14/2019 meeting of the Statewide Landowners Group.

ATTACHMENT 1.

SEGMENT TEAMS: **CONVENERS INSTRUCTIONS to the CONNECTION TEAMS**

Format for developing preferred alignment recommendations at the connection groups

1. Review existing alternative alignments identified
2. Identify any new alignments that are possible
3. Discuss and select preferred alignments to recommend to segment team.

Parameters

1. Alignments selected must address trail standards as developed by Oregon Parks and Recreation Department (OPRD) and adopted by the statewide OCT Ownership Group
2. Alignments must have a maintenance strategy that provides for ongoing maintenance of the trail.
3. Alignments must have a connection sponsor that agrees to take responsibility to:
 - Develop funding necessary to construct and complete the trail connection by seeking grants and other sources of support
 - Oversee and manage organizations that agree to maintain the trail connection
 - Advise OPRD and the OCT Ownership Group on issues associated with the trail connection that require their assistance on an ongoing basis.

Decision Making

1. Connection Groups must deliver trail alignment recommendations that address parameters 1 and 2
2. Connection groups that deliver alignments that address parameters 1 and 2 and have also identified a sponsor who agrees to fulfill the role described in parameter 3 (and are acknowledged by the Segment Team, Ownership Group, and OPRD as having done so) will have their preferred alignment included in the State Action Plan as the official alignment for that trail connection.
3. Connection Groups who do not identify a sponsor(s) for the connection may bring their preferred recommendation to the Segment Group. However, the final alignment for inclusion in the State Action Plan will be determined by OPRD and/or the Oregon Department of Transportation.

ATTACHMENT 2a. North Coast Segment Team agenda 1/20/2020.



Oregon Coast Trail (OCT)
 Segment Team Meeting – North Coast
 Port of Tillamook: 4000 Blimp Blvd. – Large Conference Room
 Tillamook, OR 97141

Agenda

2:00pm	Welcome and introductions <ul style="list-style-type: none"> • North Coast Segment Team Commissioner, Bill Baertlein
2:05pm	Agenda Overview <ul style="list-style-type: none"> • North Coast Segment Team Commissioner, Bill Baertlein
2:10pm	Connection Team Leaders Reports: <ul style="list-style-type: none"> • Camp Rilea – Justin Parker, OPRD (written update) • Neahkanie Mountain – Connie Soper, Marcus Hintz, OCVA • Salmonberry Trail – Bill Baertlein • Tillamook to Three Capes Scenic Area – OPRD • Cascade Head – USFS
3:00pm	ODOT Bikeway Update <ul style="list-style-type: none"> ○ ODOT Representative
3:15pm	OPRD Update <ul style="list-style-type: none"> ○ Robin Wilcox, Senior Parks and Trails Planner
3:30pm	Statewide Team Report <ul style="list-style-type: none"> ○ Peter Dalke, Sr. Project Manager, Oregon Solutions
3:45pm	Convener Instructions for Connection Teams' Next Meeting <ul style="list-style-type: none"> ○ North Coast Segment Team Commissioner, Bill Baertlein
4:00pm	Adjourn

ATTACHMENT 2b. Mid Coast Segment Team agenda 2/11/2020.



Association of Oregon Counties

**Oregon Coast Trail (OCT)
Segment Team Meeting – Mid Coast
February 11th, 2020 10:00am – 1:00 pm
Oregon Coast Community College -
Community Room
400 SE College Way, Newport, OR 97366**

Agenda

10:00am	Welcome and introductions <ul style="list-style-type: none"> • Mid Coast Segment Team Commissioner, Doug Hunt
10:05am	Agenda Overview <ul style="list-style-type: none"> • Mid Coast Segment Team Commissioner, Doug Hunt
10:10am	Connection Team Leaders Reports: <ul style="list-style-type: none"> • Siletz Bay Connection <ul style="list-style-type: none"> ○ Riley Hoagland, Lincoln City Councilor • Fogarty Creek and Whale Cove Connection <ul style="list-style-type: none"> ○ Jesse Dolin, OCVA Central Coast Destination Developer • Cape Foulweather Connection (already in progress/solved) <ul style="list-style-type: none"> ○ Preson Phillips, OPRD Central Coast District Manager ○ Roy Kinion, Lincoln County Roads • Yaquina Head Connection <ul style="list-style-type: none"> ○ Matt Betenson, Bureau of Land Management • Seal Rock Connection <ul style="list-style-type: none"> ○ Preson Phillips, OPRD Central Coast District Manager • Alsea Bay N & S Connection <ul style="list-style-type: none"> ○ Susan Woodruff, Waldport City Councilor • Yachats Connection <ul style="list-style-type: none"> ○ Joanne Kittel, Trail Development Rep to the Yachats Trails Committee • Cummins Creek, Takotee Klootchman, and Heceta Head Connection <ul style="list-style-type: none"> ○ Preson Phillips, OPRD Central Coast District Manager (Convener) • Siuslaw N & S Connection <ul style="list-style-type: none"> ○ Megan Messmer, City of Florence, Project Manager
12:00pm	ODOT Bikeway Update <ul style="list-style-type: none"> ○ Jenna Berman, ODOT
12:15pm	OPRD Update <ul style="list-style-type: none"> ○ Robin Wilcox, Senior Parks and Trails Planner
12:30pm	Statewide Team Report <ul style="list-style-type: none"> ○ Peter Dalke, Sr. Project Manager, Oregon Solutions
12:45pm	Convener Instructions for Connection Teams' Next Meeting <ul style="list-style-type: none"> ○ Mid Coast Segment Team Commissioner, Doug Hunt
1:00pm	Adjourn

ATTACHMENT 2c. South Coast Segment Team agenda 1/27/2020.



Oregon Coast Trail (OCT)
 Segment Team Meeting – South Coast
 January 27th, 2020 11:00am – 1:00pm
 281 Laclair St, Coos Bay, OR 97420

Agenda

11:00am	Welcome and introductions <ul style="list-style-type: none"> • South Coast Segment Team Commissioner, Melissa Cribbins
11:15am	Agenda Overview <ul style="list-style-type: none"> • South Coast Segment Team Commissioner, Melissa Cribbins
11:30am	Connection Team Leaders Reports: <ul style="list-style-type: none"> • Umpqua Connection <ul style="list-style-type: none"> ○ Johnathan Wright, Reedsport City Manager ○ Rocky Houston, Douglas County Parks Director • Coos Bay/North Bend, Charleston, Cape Arago, Coquille River, Seven Devils Road Connection <ul style="list-style-type: none"> ○ John Sweet, Coos County Commissioner • Five Mile Point to Bandon Dunes <ul style="list-style-type: none"> ○ Steve Denney, Wild Rivers Coast Alliance Board Chair ○ Larry Becker, OPRD South Coast Manager • Port Orford to Sisters Rock, Tseriadun State Recreation Area, Rocky Point, Hambug Mountain <ul style="list-style-type: none"> ○ Court Boise, Curry County Commissioner ○ Karl Popoff, Mayor of Gold Beach • Crook Point/Pistol River, Shigh Creek to California Border <ul style="list-style-type: none"> ○ Dave Lacey, Oregon Coast Visitors Association ○ Larry Becker, OPRD South Coast Manager
12:15pm	ODOT Bikeway Update <ul style="list-style-type: none"> ○ ODOT Representative
12:25pm	OPRD Update <ul style="list-style-type: none"> ○ Robin Wilcox, Senior Parks and Trails Planner
12:35pm	Statewide Team Report
12:45pm	Convener Instructions for Connection Teams' Next Meeting <ul style="list-style-type: none"> ○ South Coast Segment Team Commissioner, Melissa Cribbins
1:00pm	Adjourn



ATTACHMENT 3.

Governor Brown’s Oregon Solutions project designation directs the statewide landowners group to develop the strategy needed for finalizing an action plan and moving forward with implementation.

A strategy will:

- provide the OCT a coordinated framework for adopting and advancing the implementation of an action plan including how to reach collaborative agreements on overall project priorities and management functions,
- identify the means to perpetually engage a broad group of key stakeholders from the public, private and non-profit sectors in the ongoing efforts to achieve implementation of the plan in an orderly and timely manner, and
- identify fiscal responsibilities and opportunities for management, capital construction and maintenance of the Trail.

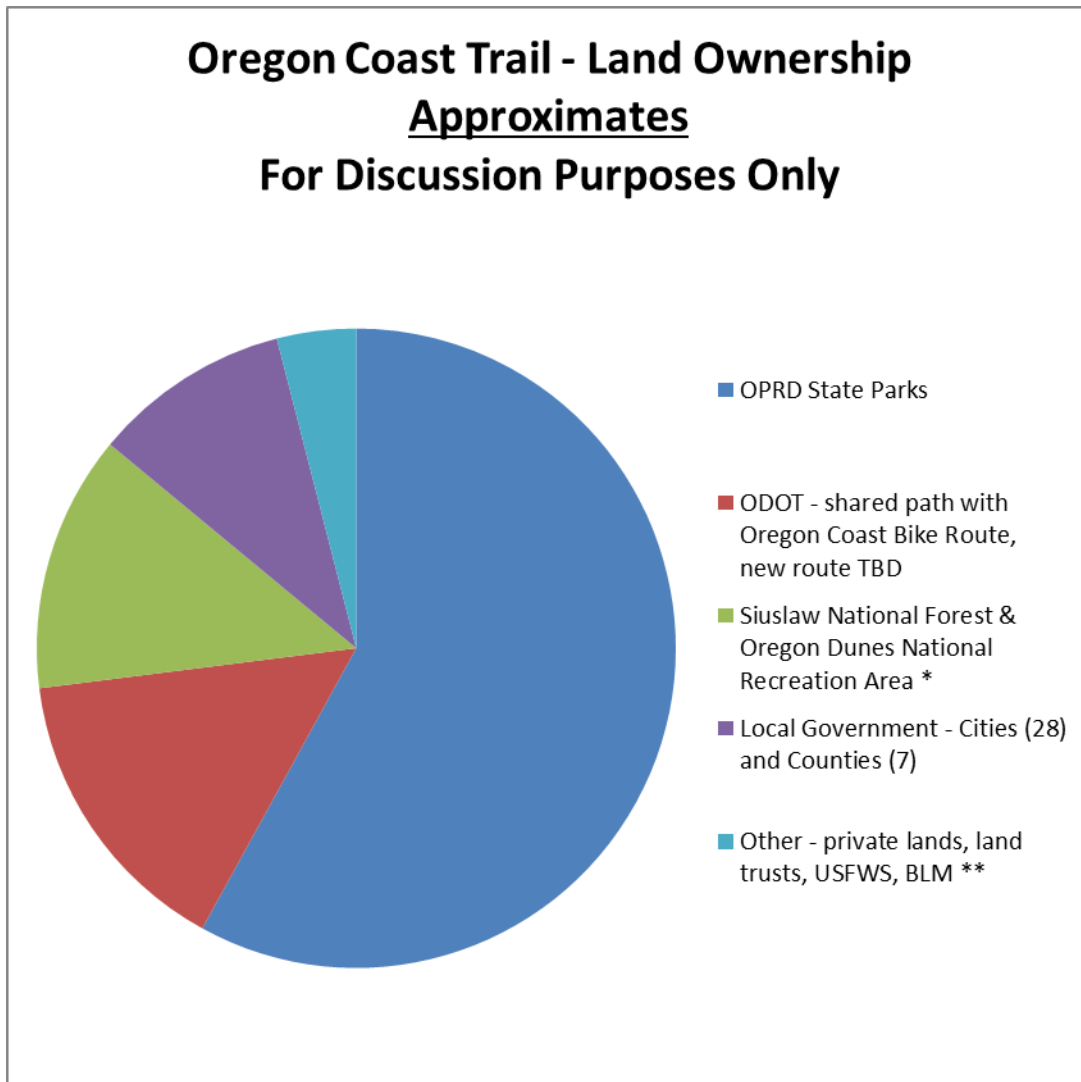
A Brief History of Completing the Oregon Coast Trail

- 1971 Plan for the Oregon Coast Trail developed by Sam Dicken.
- 1975 Columbia River to Tillamook Bay route “opened” as the first segment of the OCT.
- 1988 OCT declared “hikeable” from Oregon border to border, involving long stretches of hiking along US Highway 101.
- 2005 Assessment and advocacy by the National Coast Trails Association led to efforts to update the OCT Plan and address strategies to tackle the gaps and identify partners to provide local support for the OCT.
- 2011 “Oregon Coast Trail: Connection Strategy” report outlined gaps and safety issues along the trail though did not include an implementation plan for completing the Trail.
- 2014 The Oregon Parks Commission designated 344 miles of the Trail as an Oregon Scenic Trail.
- 2017 legislation (House Bill 3149) requires Oregon State Parks to develop an Action Plan for completing “gaps” in the Oregon Coast Trail, in cooperation with ODOT, local governments, and advocates. The Action Plan is to identify a preferred route, prioritize safety, and establish maintenance and operation needs and responsibilities. The Connection Strategy serves as the starting point for OCT needs.
- 2018 Travel Oregon funds County Solutions to complete a stakeholder assessment for the Trail. Governor Brown designates the OCT as one of her Oregon Solutions projects and appoints co-conveners to work with landowners hosting the Trail to identify a governance structure, assist with finalizing the action plan and moving to implementation.

ATTACHMENT 3 CONTINUED

- **2019**
 - OPRD makes available an OCT gap atlas with maps and brief descriptions for each of 42 gaps in the Trail.¹
 - A *Federal Lands Access Program* (FLAP) grant is awarded for stakeholder engagement leading to completion of the Trail.
 - The Oregon Coast Trail is recognized as a state “signature trail”.

For reference:



¹ Online at https://oregoncoasttrailplanning.files.wordpress.com/2018/12/04a_gap-atlas-descriptions_rev-06.pdf (Revised 1/23/2019).

ATTACHMENT 4.

Four (4) initial criteria for prioritization of new Trail sections from the legislation:

- **resulting improved safety,**
- **immediacy of implementation,**
- **potential project sponsors and**
- **sources of funding.**

Are additional criteria needed? Should the criteria be weighted?

House Bill 3149

Sponsored by Representatives SMITH DB, GOMBERG, BUEHLER; Representatives HEARD, HOLVEY, KENNEMER, MCKEOWN, WHISNANT, WILSON, WITT, Senators DEVLIN, HANSELL, ROBLAN

Whereas 2017 marks the 50th anniversary of the Oregon Beach Bill, House Bill 1601 (1967), in which the Legislative Assembly established the public’s right to uninterrupted use of Oregon’s shoreline and beaches; and

Whereas the Oregon Coast Trail spans more than 350 miles of Oregon coastline from the south jetty of the Columbia River on the north to the Oregon-California border on the south, taking advantage of the publicly owned beaches and providing connections between the beaches; and

Whereas the State Parks and Recreation Division began development of the Oregon Coast Trail in 1971 and declared it hikeable in 1988, and the State Parks and Recreation Department has a target date of 2021 for completion of the trail system; and

Whereas numerous trail segments or “gaps” require trail users to walk along the shoulder of US Highway 101 or on other roads not designed for pedestrian use; and

Whereas closing the gaps in the Oregon Coast Trail system will increase the safety of trail users and motorists alike; now, therefore,

Be It Enacted by the People of the State of Oregon:

SECTION 1.

(1) The State Parks and Recreation Department shall, in cooperation with the Department of Transportation, other interested state agencies, local governments, nonprofit organizations and other stakeholders, develop an action plan to complete the Oregon Coast Trail. The plan shall identify and address:

(a) A preferred option for the development, maintenance and operation of each new trail segment intended to address a gap in the trail system, including the costs associated with the development, maintenance and operation, that:

(A) Takes into account the existing uses of the land where trail segments are to be constructed, including public highway right-of-way, private or public ownership and active rail use;

(B) Ensures that the designation of trail segments will not conflict with surrounding private property rights, including rights of way and easements; and

(C) Takes into account the concerns of the public and other interested parties;

(b) **Prioritization of new trail segment construction based on resulting improved safety, immediacy of implementation, potential project sponsors and sources of funding;**

(c) **Potential sources of funding for implementation of the plan, including but not limited to federal, state and private sources; and**

(d) **Options for designation of final state agency or other responsible entities for the development, maintenance and operation of the trail and trail facilities as identified in the plan.**

(2) The State Parks and Recreation Department may coordinate with nonprofit organizations to raise funds and to develop, maintain and operate the trail and trail facilities as necessary to implement the plan.

(3) The State Parks and Recreation Department shall submit an annual report to the Legislative Assembly on the progress made toward developing and implementing the plan required by this section.

ATTACHMENT 5.

Amanda Trail Bridge Replacement

An example of locally-led multi-party project funding

Project:

The replacement of the Amanda Bridge installed in 2011 and destroyed by flooding in 2015. The Amanda Trail is a segment of the Oregon Coast Trail between [Yachats](#) and [Cape Perpetua \(Siuslaw National Forest\)](#).

Background:

- The original Amanda Bridge was “built on Labor Day weekend (1997)with OPRD staff including Pete (Bond), SNF staff, Job Corps students, Kittels and friends, all volunteering. They built it in three days and with zero dollars. Dedication occurred in April, 1998. Over 120 people attended... By 2011 the “original Amanda Bridge ...on its 14th season it was seriously faltering and needed to be replaced. In partnership with a local conservation, non-profit, View the Future, a grant application was written and ... a 62 foot continuous span fiberglass was built. Matching money came from View the Future, City of Yachats, private individuals, and the Confederated Tribes of Coos, Lower Umpqua and Siuslaw Tribes. State Park staff, Angel Job Corps students, and Tribal members worked alongside of local Yachatians, all volunteers, dismantling the old bridge and building the new.“ *
- Unfortunately the 62-foot long continuous span fiberglass bridge (pictured below) was destroyed in a massive landslide in December 2015. A replacement qualified for Federal Emergency Management Agency (FEMA) funding. Local match was needed to secure the FEMA funding.

2019 Sources of Funding leveraged for the bridge replacement:

\$187,500	Federal Emergency Management Agency
75,000	Oregon Parks and Recreation Department (OPRD)(lottery funding)
5,000	City of Yachats (Visitor Amenity Funds)
<u>85,500</u>	View the Future
<u>\$353,000</u>	Total Bridge Replacement Funding to date

View the Future is a local 501(c)(3) conservation recreational nonprofit that earmarks projects, writes grant applications, collects donations, does public relations and fund raising including:

- 10,000 Three Rivers Foundation Grant (Confederated Tribes of Coos, Lower Umpqua and Siuslaw Indians)
- 2,000 Siletz Tribal Charitable Contribution Fund
- 3,500 Cape Perpetua Trails Fund (Siuslaw National Forest, Perpetua Foundation, and Discover Your Northwest have to give permission to release funds from this account)
- 15,000 Pledged funds Lincoln Land Legacy Program Title III funds
- 55,000 Individual Donations
- \$85,500 Total View the Future – Funds raised

* Joanne Kittel, A Solemn and Spiritual Path: The Amanda Trail Story. Online at: http://www.yachats.info/history/Amanda_Trail.html Last modified: 2014.

ATTACHMENT 5 continued

In-kind and Crew Account organized by OPRD and [View the Future](#)

- Siuslaw National Forest trails staff
- Yachats Trails Committee
- Angell Job Corps Civilian Conservation Center
- Jail / Probation and Patrol Crews under Lincoln County Corrections



Photo of the 2011 bridge (Source: View the Future).

RESOURCES FOR LEVERAGING FUNDS FOR OCT PROJECTS INCLUDE:

- **COMPENDIUM OF TRAIL FUNDING RESOURCES ON THE OPRD WEBSITE:**
<https://www.oregon.gov/oprd/GRA/Pages/GRA-overview.aspx>
- **OREGON COAST VISITORS ASSOCIATION**
<https://visitheoregoncoast.com/industry-resources/grant-opportunities/>
- **OREGON DEPARTMENT OF TRANSPORTATION – TGM GRANTS**
<https://www.oregon.gov/lcd/TGM/Pages/Planning-Grants.aspx>
- **STATE AND LOCAL LODGING TAXES**
<https://industry.traveloregon.com/resources/tourism-in-oregon/lodging-tax/>

ATTACHMENT 5 continued

OPRD Trail Projects 2019-21 Update.

Presented to the [Oregon Recreational Trails Advisory Council 2/21/20.](#)

OPRD Trail Projects						
Projects Proposed						
Project Name	Brief Project Description	Location	Bienium	Lottery Funding	Other Funding (if applicable)	Project Status (note status of work, funding changes since last report, etc.)
Tryon to Marshall Park		Portland/Valley	19-21	\$65,000	\$300,000	Regional trail connection; approved in Metro bond
Latourell Falls Trail		Gorge/Valley	19-21	\$72,500	\$618,590	Scenic Bypass grant; overlook restoration and bridge installation; continuation project; needs scenic Area permit from Multnomah County
Hat Rock Trails		Mountains	19-21	\$100,000		Accessibility improvements to Pond Trail; restoration of Hat Rock Trail
Cape Foulweather / Otter Crest Loop OCT		Coast	19-21	\$50,000	\$412,930	Pathway/improvements complete, overlooks require engineering and contractor to install; timeline
Beaver Creek Boardwalk - Phase 2		Coast	19-21	\$125,000		Needs permitting and additional funding; lower priority than other projects below; timeline uncertain
				Total Lottery Funding	\$412,500	
Projects in Progress						
Project Name	Brief Project Description	Location	Bienium(s)	Lottery Funding	Other Funding (if applicable)	Project Status (note status of work, funding changes since last report, etc.)
HCRH Trail Viento to Mitchell Point	Facilities that support the new section of the Historic Columbia River Highway Trail and improvements to the existing campground that will be impacted by new trail construction	Gorge/Valley	19-21	\$1,000,000	\$20,000,000	Construction fees are being spent this biennium; remaining funds for construction will be transferred to ODOT
Amarda's Trail Bridge	New suspension bridge to replace the damaged bridge on the OCT between Yachats and Cape Perpetua	Coast	19-21	\$75,000	\$187,500	FEMA
Ecola Point to Indian Beach OCT	Re-route of a part of the Oregon Coast Trail that was washed out in a landslide in 2016	Coast	19-21	\$92,000		Completion on or before June 15, 2020
Oregon Coast Trail	Youth Crews for summer 2020	Coast	19-21	\$252,000		
Lapine Water Trail	Water trail access; improvements focused on parking and trailhead	Mountains	19-21	\$225,000	\$75,000 RTP	Est completion 2021; likely \$230,000 add. Lotto funding
Smith Rock Wolf Tree Trail	Trail re-routed 2019; additional work for rock-retaining walls	Mountains	19-21	\$50,000		Est completion fall 2020
Silver Falls Upper North Falls Trail	Universal access improvements to the existing Upper North Falls Trail at Silver Falls State Park	Valley	19-21	\$50,000		Design finalization; construction start summer 2020
North Coast OCT Major Trail Restoration	Major trail restoration to existing trails at Cape Falcon (OCT) and Neahlahnie Mountain (OCT) in Oswald West State Park and to the Cape lookout trail	Coast	19-21	\$43,035	\$162,295 RTP	Design finalization; construction start summer 2020
				Total Lottery Funding	\$1,787,035	
Projects Completed						
Project Name	Brief Project Description	Location	Bienium(s)	Lottery Funding	Other Funding (if applicable)	Project Status
Oregon Coast Trail	Youth Crews for summer 2019	Coast	19-21	\$168,000		July - August 2019
Natural Bridges Overlook	OCT overlook in Sam Boardman	Coast	19-21	\$100,000		completed fall 2019
Humbig Mountain Trail	Viewshed opening and trail restoration	Coast	19-21	\$5,000		major trail restoration spring 2019; finalized 2020
				Total Lottery Funding	\$273,000	
Biennium Totals			19-21	\$2,472,535		
				Lottery	Other Funding	

ATTACHMENT 6a.

About the Declaration of Cooperation

The Declaration of Cooperation (DOC) is the final product of an Oregon Solutions project. It is a *non-legally binding* document (i.e., a “written handshake”) in which project team members memorialize their commitments to the project formally. The DOC should do at least four things:

- Highlight the problem or opportunity being addressed:
 - Completion of the OCT
- Describe the group’s identified solution:
 - Implement an action plan assembled by OPRD.
- Describe the process to reach agreement:
 - Collaborative framework including an interagency coordination team, 3 coastal segment teams and a statewide landowners group.
- List the commitments made by team members:
 - In process. Discussion of specific commitments to completing, operating and maintaining the Trail will be the focus of the May 15 2020 meeting.

A DOC is a concise with tangible commitments. Commitments made in the DOC outline the critical mass of resources needed to move the completion of the Trail forward. These should be measurable, meaningful commitments as this helps in tracking progress during implementation. The DOC is not a typical report; it is a unique type of document that belongs to the statewide landowners group and should be flexible to be most useful during implementation. Furthermore, the DOC should be understood as a “living” document that may be revised, and that may receive new commitments after the signing ceremony or during project implementation.

The DOC can also be a very useful tool for ongoing project fund-raising, as it demonstrates common ground among multiple partners and clear commitments to a shared purpose or goal.

Building the DOC

- Share your commitments early and often as a motivator to others. Examples include:
 - *Agreeing to serve as the leader for a connection (gap) group(s).*
 - *OCVA has committed to establishing 10 trail maintenance crews along the length of the Trail and provided well over \$100K in funding since our first meeting.*
 - *The City of Cannon Beach, Department of Land Conservation and Development and ODOT have agreed to include the Oregon Coast Trail in the work plan for the city’s Transportation Strategy Plan grant.*

ATTACHMENT 6a continued

- Don't be afraid to ask at the outset for what you think the project needs, even if your agency or organization can't provide the resources or you have made a commitment and the unstated message is, "We've contributed our share, how about you?"
- DOC commitments often provide the basis for aligning future intergovernmental agreements and similar legal arrangements for the benefit of the Trail.

When constructing your commitments, consider these ongoing implementation factors:

- Most if not all trail projects will require one lead entity (also sometimes considered the principal implementing party). This agency, local government or group will be designated for the following purposes:
 - To act as the project driver to make sure commitments are secured and applied. (A project can very quickly fall apart if there is little accountability or no one tracking the progress);
 - To be a contact point (i.e. for receiving RFPs, signing contracts, etc.); and
 - To receive and dispense project funds.
- It is important that team members are clear on the expectations for the implementation process (communication, accountability, protocols, timing, etc.)
- Include short-term and long-term goals and deliverables.
- Support an implementation plan that is clear yet flexible.

The statewide group will also want to talk about expectations for reconvening after the DOC is signed. Reconvening at a year or eighteen months with occasional check-ins in the meantime is common.

ATTACHMENT 6b.

Oregon Solutions Declaration of Cooperation— Frequently Asked Questions

The Declaration of Cooperation (DOC) is a document created as the final product of the Oregon Solutions process. It captures project team members' commitments toward implementation of a project. It can often be intimidating to project team members, though it is simply intended to be a powerful but simple catalyst and structure for mobilizing a team to integrate and leverage their resources toward achieving a desired outcome.

Once completed, the DOC can also be useful for grant applications and other instances where it is beneficial to show cross-sector support of a project. *(This point is particularly relevant for the Oregon Coast Trail.)*

Q. Is the DOC legally binding?

A. No. The DOC is considered a “written handshake” and is a statement of good faith by the parties that sign it. It memorializes commitments in a tangible document that can be referenced throughout the implementation of a project to provide accountability and to determine if a team is on track. It captures agreements among the participants about who will do what, when, and with what resources.

Q. What kind of things are included in a DOC?

A. The DOC includes a narrative and the commitments. The narrative usually includes the background of the project, framing of the project purpose and goals, and a brief description of the agreed-upon solution and overall strategy. This portion has information the team needs to clearly outline how a project will be implemented, metrics for evaluating success, and other relevant details to help the team have a solid plan to follow once the OS process has completed. The commitments are succinct and capture the financial, educational, process, in-kind, or other resources that project team members are pledging towards the project. The commitments outline the critical mass of resources needed to move a project forward. Commitments are ideally measurable but more importantly are meaningful to the project team.

Q. Who needs to sign the DOC?

A. The signatory on a commitment should be someone who is able to commit an organization's resources, typically an agency director, local government city manager, mayor or board chair, non-profit executive director or a business owner. Occasionally this is a director or department head or manager. It is important that the person who is making the commitment can be followed up with and can be held accountable by the rest of the project team.

ATTACHMENT 6b continued

Q. What happens after the DOC is signed?

A. The signing of the DOC is often a celebratory event organized by Oregon Solutions. After the signing ceremony it is up to the project team to do the work committed to in the DOC. Oregon Solutions will have a project re-convening within six to twelve months after the signing to check in with the team to see if there are any challenges that need some help or to hear of the progress and celebrate the successes achieved in the previous months.

Q. Will I get to see other's commitments?

A. Once a draft is prepared, Oregon Solutions project managers will email or provide hard copies of the DOC to the project team so all commitments can be reviewed. The intention of sharing the commitments is to have a transparent process and to also determine if there are possible connections that can be made to leverage or build upon each other's' resources.

Q. When do I need to make my commitment?

A. This depends. Many project team members enter into a project knowing more specifically what they can commit to a project while others may need more time to see where they can add the most value. The Oregon Solutions project manager will work with project team members to capture and, if needed, craft commitments. Commitments should be completed by the signing ceremony at the latest.

Q. What if circumstances change, can the DOC be altered?

A. Yes. The DOC should be considered a living document and should be of use to the project team. If, during project implementation, new partners emerge or project parameters change, the document can be adjusted accordingly (with the agreement of the project team). Changes can be made by the implementing partner or by Oregon Solutions as part of the reconvening. Note, if changes are significant, and Oregon Solutions is approached for assistance, it may require additional project management funding.

Q. Can I see an example of a DOC?

A. Yes. There are many examples on the Oregon Solutions website (www.orsolutions.org). All completed projects have a Declaration of Cooperation posted. Though similar, all DOCs are unique, so look at a few examples to get a sense of the different types of commitments. (*The [DOC for Cottonwood Canyon State Park](#) is a specific example for review in relation to the OCT.*)