

**CITY OF CORVALLIS  
MINUTES OF THE PARKS, NATURAL AREAS AND RECREATION  
ADVISORY BOARD  
DECEMBER 18, 2014**

Attendance

Lynda Wolfenbarger, Vice-Chair  
Ralph Alig  
Tatiana Dierwechter  
Phillip Hays  
Michael Mayes  
Deb Rose  
Jon Soule  
Anthony Stumbo  
Marc Vomocil  
Joel Hirsch, City Council Liaison  
Kevin Bogotin, 509-J District Liaison

Absent/Excused

Simone Frei

Staff

Karen Emery, Director  
Jude Geist, Parks Operations Supervisor  
James Mellein, Osborn Aquatics Supervisor  
Jackie Rochefort, Park Planner  
Mark Lindgren, Recorder

Guests

Dean Codo  
Jan Weir  
Scott Carroll  
Trevor Griesmeyer  
Arlene Merems  
Nance Keisling

**SUMMARY OF DISCUSSION**

	Agenda Item	Summary of Recommendations
III.	Approval of Meeting Minutes – October 16, 2014	November 20, 2014 minutes approved as presented.
IV.	Visitors' Propositions	
V.	Pump Track Proposal	Motion passed to recommend to the City Council that the pump track project be accepted into the CIP for FY15-16.
VI.	Dog Subcommittee Update	Motion passed that PNARAB accept the dog committee December 18, 2014 recommendations as presented.
VII.	Cost Recovery Review FY 13-14	
VIII.	Board Member Reports	
IX.	Staff Report	
X.	Council Liaison Report	
XI.	Adjournment	The next regular meeting will be held January 15, 2015 at 6:30 p.m., at the Downtown Fire station meeting room.

## **CONTENT OF DISCUSSION**

### **I. CALL TO ORDER.**

Vice-Chair Lynda Wolfenbarger called the meeting of the Parks, Natural Areas and Recreation Board to order at 6:30 p.m. Director Emery said there would be two opportunities for Visitors' Propositions; one for non-dog concerns and one after the dog committee update.

### **III. INTRODUCTIONS.**

### **III. APPROVAL OF MEETING MINUTES: NOVEMBER 20, 2014**

Phil Hays moved and Deb Rose seconded to approve the November 20, 2014 minutes as presented; motion passed.

### **IV. VISITORS' PROPOSITIONS.** Given during Agenda Item VI.

### **V. PUMP TRACK PROPOSAL.**

Park Planner Jackie Rochefort said the pump track proposal was to add a new facility to the Capital Improvement Plan (CIP). An organized group of proponents have been meeting with staff for some time regarding developing a pump track course in Corvallis. Pump track is becoming a very popular sport for users of all ages; riders use the momentum of their bodies to propel themselves forward on the undulating track. There have been discussions on track materials and construction, maintenance and potential locations. Previous discussions focused on dirt track construction, but the approach under consideration now is to purchase a prefabricated pump track made of steel and no-slip composite material, which can be anchored and occupies about 200 square feet of space. It would be comparable to buying a piece of playground equipment.

Discussions on potential sites narrowed it down to four main options. One potential site is Village Green Park, classified as a community park. It has space available and is along a bike path and across the street from a middle school. There would be on street parking as well as non-motorized access, and it would serve the nearby middle-school children. Overall, it was felt to be a good location.

Martin Luther King, Jr. Park is a community park and natural area. There are constraints associated with the natural features and other uses. Porter Park is a neighborhood park and a pump track wouldn't fit within the menu of options for a neighborhood park. South Riverfront/Shawala Point is a potential site, but the area has many other interests that will be considered through a Master Plan process; also, the project would need a Willamette River Greenway Permit. Staff recommended Village Green Park as the best site option and seeks the boards advice on the project.

Rochefort related that staff got product details from a sole-source pump track vendor, Progressive Bike Ramps (PBR). The closest installation of a pre-fabricated track staff could locate was in Lewiston, Idaho (it was just purchased in October and won't be installed until spring). There will be a trails conference in Portland in spring and PBR will have a booth there, with a pump track set up. She displayed details and a short video on the sport and the product from PBR. She said PBR's "Blacksmith" series seemed the most appropriate. If the department chooses to go forward

with it, it needs to be added to the CIP. If it takes 200 square feet, she'd like to allocate roughly 300 square feet, so that if it is popular, it could be expanded.

She said the proponent's group was named Team Dirt. If the project is approved for the CIP, the group has offered to raise funds and perform maintenance, if needed. While the department's CIP has already been submitted and adopted, staff could walk it in to the Budget Commission in April. If Team Dirt feels it is ready financially, it could be included in the upcoming fiscal year; if not, it would have to be at least one year or more out in the CIP.

Phil Hays asked about potential dangers of the narrow (3') track's sheer sides, especially to kids. He noted that the dirt version doesn't have sharp edges. Rochefort noted the highest points were 3' off the ground, which is what would typically be found in playground structures and would not be a problem.

Scott Carroll distributed materials to the board. He said the pump tracks come in various price points and sizes, and can be expanded, if desired, since the pieces are interchangeable. He highlighted the track's use in another community, where it was moved to different locations in the community on a quarterly basis and set up in different configurations. He noted that any type of wheeled device worked on it, such as scooters or skateboards. That is an advantage of the composite construction, since non-bike devices wouldn't work on an earthen pump track.

Carroll stated that once the project is approved for the City Council, Team Dirt would start raising funds for the entry \$35,000 Blacksmith version. When further funds are raised, the facility could be modified and expanded up to a \$128,000 "Grand Prix" version. He said the vendor's website shows where they are installed around the US. He highlighted an article in the packet that describes it as an up and coming sport. He noted the tracks occupy a fairly small space, and so some city parks systems elsewhere simply consider them as just another site element, such as a playground.

Emery noted that Team Dirt has stated that no City General Funds would be needed. She said the board is being asked for a recommendation on whether or not to add it to the CIP; either the upcoming fiscal year or an out year within the next five years. Rochefort said that while she was initially concerned about whether the dirt track version would withstand heavy rains, this proposed version is closer to a playground equipment concept, and she was confident in the concept. Serving the youth target group was another big plus.

Hays asked how many pump tracks were installed in Oregon. Trevor Griesmeyer replied that there were dirt pump tracks in Portland, Bend, and Oak Ridge, and they've held up well over many years. Carroll estimated that there were less than ten in Oregon. The pump tracks he was familiar with in UK and Wales were all dirt, sometimes covered in a high-sand concrete, with asphalt berms, and they'd held up well to heavy rains.

509-J School District Liaison Kevin Bogatin asked how much had been raised so far; Carroll replied that he'd only raised several thousand, but there was much interest. Emery explained that proponents were asked not to raise funds before it became part of the CIP. Carroll said the goal was to raise at least enough money for the entry level track by the time the item is walked in to the Budget Commission in March or April, with construction starting around April, and the track completed this summer. Bogatin said that activities for children were seriously lacking, and he advocated for the project.

Hays said that it would add to the park system, and would increase the variety of use for parks, though he still had concerns about kids falling off it. Emery said staff could do due diligence and contact other cities with similar pump tracks, and ask for feedback on accident reports. She said that as a point of comparison, the department checks with the Fire Department annually on the number of accidents for the skate park, and there are generally one or less accidents reported per year.

Tatiana Dierwechter said the potential expandability was an asset for the project model, since it could be easily made larger based on the interest, funding, and capacity over time. It can easily be a pilot project and see how it goes, getting feedback, and working out issues. Rochefort asked about the number of members of Team Dirt. Carroll estimated that there were 60-70 official members, but there was also wider support from the biking community. Trevor Griesmeyer related that there has been tremendous support from the biking community for a construction of a current trail system project at Alsea Falls, with dozens of volunteers. He expected that the amount of support would be much greater for a project in Corvallis itself. He said there were ways to mitigate safety issues, such as building up soil around the edges to lessen falls, and landscaping can make them very attractive. Emery highlighted a letter of support submitted by Jason Seivers.

Ralph Alig asked if it required supervision; Carroll replied that it was comparable to a piece of playground equipment. Vomocil asked if private landowners had been approached; Carroll replied that they had not. He added that since they are so small, he's read about many school districts installing them. Vomocil explained that he was in support, but since the tracks have such a small footprint, there is the potential to install them in additional private locations, as well. Rochefort noted that the board didn't have to specify a site location.

**Vomocil moved to recommend to the City Council that the pump track project be accepted into the CIP for FY15-16; Anthony Stumbo seconded. Motion passed.**

## **VI. DOG SUBCOMMITTEE UPDATE.**

Ralph Alig related the board's dog committee was reactivated this fall (it was active in 2011) in response to visitors' propositions regarding confrontations and conflicts involving dog owners and other park users with and without dogs, and frequent observed non-compliance of dog owners with City ordinances regarding leash use and dog waste removal. There was also testimony that some citizens were no longer using parks due to dog owner behavior.

Alig stated that the goal of the committee recommendations to the board and the City Council was to seek community-wide compliance with existing laws and codes regarding dogs and parks. The goal was to be implemented via four main objectives. The first was for effective notification to residents and park users, via improved signage, brochures, and website information. The second was for broad-based collaboration of agencies, business, organizations, and neighborhood associations (including WDOG, pet stores, vet clinics, etc.) to inform the public. This could include improving and coordinating signage in overlapping jurisdictions, such as the Green Belt Land Trust and Benton County.

The third was to heighten interest and expectations by staff and collaborating partners that current unlawful human behaviors in parks need to be reduced. The fourth is to promote enforcement in

ways that will improve general compliance. He said that this could include opportunities for using a flextime schedule or increasing time for the Animal Control Officer.

Alig noted that five of nine dog committee members were present tonight. It had four meetings this fall, the last one earlier this month. The group visited the Bald Hill Natural Area and the Crystal Lake Boat Ramp, the two areas recognized as having the most frequent conflicts between dog owners and other park users.

He highlighted testimony in the packet from Amy and Tom Roy expressing their concern about converting a portion of Porter Park to off-leash dog use, as had been proposed this fall by some dog owners. He said that former Chair Betty Griffiths spearheaded production on two dog brochures; they are currently being refined by the committee and will be reviewed by the full committee and external experts over the next month. The dog committee researched practices of other communities and discussed strategies with some officials in other communities. They found much higher compliance in Fort Collins, Colorado following funding for expanded enforcement.

Alig stated that the committee included members with a wide diversity of views on dogs in parks, expected behavior of dog owners in parks, acceptance of laws on behavior of dogs in City parks, and reflecting different stakeholder interests. There was not consensus reached on all recommendations; he said Supervisor Jude Geist would relate minority viewpoints.

The committee is proposing an adaptive management approach, so the department may make mid-course changes as warranted. There are sixteen recommendations designated as being high, medium or low levels of priority. There are no changes from existing policies.

Supervisor Jude Geist stated that if the board chooses to move on the recommendations, staff will do its best to move forward, given available staff time and resources. However, realistically, there is probably not staff time and funds to address them all. He said the committee and staff spent a lot of time on the recommendations. Vice-Chair Wolfenbarger suggested that Geist point out recommendations where there was substantial lack of consensus.

Geist highlighted recommendation #4 for Parks and Recreation staff to develop social media, website and printed materials in order to provide members of the public opportunities to report park experiences to staff. While there was generally agreement, some had concerns to clarify that the intent of feedback is that it not be public feedback, it is to staff, and is not intended to be a public forum.

Recommendation #5 was for staff to develop a plan with Police for encouragement, warnings, and enforcement of leash laws at Crystal Lake Boat Ramp and parking lot and the Bald Hill Natural Area. There was a minority opinion that staff should only focus on highest use areas at Bald Hill, such as the parking lot and multimodal path. Geist expected the objective to change to small, focused areas after staff explore further with the police what their abilities are.

Recommendation #13 was for staff to assist the outreach efforts of “dog interested groups” to inform dog owners of park rules, regulations and etiquette. He related that one member preferred the original “dog oriented groups” phrase. Geist stated that the intent is to work with outside groups to more effectively get the message out to more users.

Recommendation #15 (mis-numbered on the handout) is to review all the recommendations periodically in order to determine how they're working and whether change was needed.

Geist related that there was a lot of work on crafting recommendation #6, for Parks and Recreation staff to consult with (but not limited to) partners such as Corvallis Public Works Stormwater, and Benton County Soil and Water Conservation District, to research potential impacts on waterways in City Parks from disruption by dogs. If warranted from those discussions, staff would take needed action to protect the waterways. The biggest concern was that it should look at broader impacts, not just dogs, on waterways; however, Geist felt that that would make it too big to tackle, so he re-wrote it with Director Emery to try to better capture the intent of the item. He related that there was no clear consensus on the rewrite. He related that some said that dog impacts needed to be seen in context with bigger stream impacts, such as agricultural chemicals washing into streams and urban stormwater runoff. Wolfenbarger said the focus in the recommendations was on dogs, so it seemed appropriate to keep narrow focus on dog impacts.

**Vomocil moved that PNARAB accept the dog committee December 18, 2014 recommendations as presented; Hays seconded.** Wolfenbarger asked whether to add a friendly amendment to proceed as resources were available; several members did not feel it needed to be added. Wolfenbarger sought public input before the vote was taken.

**Jan Weir** asked what the phrase "as resources become available" meant. Wolfenbarger replied that one example included working on signage, as staff time allowed; many signs will be modified. Geist added no more resources will be added from the City; there is a set number of staff to work on projects and a dedicated amount of departmental funds. This is an important issue, but only one of many. However, the use of available existing resources also includes bringing in outside groups to help get the word out to the wider community. The first brochures didn't have a good way to get distributed. Weir stated that she was a professional graphic designer, and volunteered her help.

**Dean Codo** related that at the previous November 20, 2014 board meeting, Nance Keisling had stated on the record that he had complained that though he'd been present at all the dog committee meetings, that he'd had nothing to do with the production of the dog brochure. In fact, though committee members spoke about the brochure during meetings, the brochure was created after the committee had stopped meeting, without members having a chance to review or comment on it.

He highlighted a newspaper clipping on Ability Day for people with Disabilities and asked if that would happen again. He related that he'd stepped in dog feces the last time he launched at Crystal Lake Boat Ramp, and noted that that material washes into the river. He said that he proposed using flextime for the Animal Control Officer, not additional time. He related that two people he knew were bitten by dogs two weeks ago; neither cases were reported. He said loose dogs were stressful to park users. He said that neither signs nor education changed behavior; enforcement does.

**Arlene Merems** distributed copies of her testimony to the board. She thanked Jude Geist for his work with the dog committee and how he respectfully collated the diverse opinions. She noted that the committee only just finished its recommendations recently, and members had had to react to what was already written. There wasn't enough time to deal with all the many

recommendations at the last meeting and not all of the agreed-upon recommended edits got incorporated.

Regarding recommendation #4, she saw the value, but it was already mostly covered under #3. She expressed concern that social media would be used to vent grievances and exchange mean-spirited banter with anonymity and that it would be impossible to gauge the validity of comments. Regarding recommendation #5, the discussion's focus was on hot spot areas, such as the parking lot and the boat ramp at Crystal Lake Boat Ramp, not the trails, and the parking lot and multimodal paved path at Bald Hill Natural Area. Given limited enforcement resources, that will help focus enforcement. The soft trail at Bald Hill is actually under jurisdiction of the County easement and the Greenbelt Land Trust and out of the City's authority anyway.

She said recommendation #6 was challenging, and the updated draft was an improvement, but there were still troubling aspects, such as unsubstantiated language regarding dogs and owners causing excessive destruction to streams. It doesn't account for other impacts to streams in addition to dogs, and doesn't consider the spatial scale at which impacts occur to streams. She related that a colleague at Oregon Fish and Wildlife, biologist Karen Hans of the South Willamette Watershed District, felt that small scale disturbances from dogs do not adversely impact stream health (or specifically, lampreys) and that the greatest threat is agricultural runoff, rural septic system leakage of high levels of *e. coli*, and runoff of herbicide from lawns and pavements. She related that an email from Iris Benson, Stormwater Program Specialist to Dave Eckert stated that she was not sure, or overly concerned about the level of contribution dogs were having on streams and noted additional impacts from homeless camps and people dumping cat litter and household waste.

Regarding scale, she noted that Dave Eckert in August to PNARB cited the Stormwater Master Plan. She said the Plan states that "public access shall be allowed along stream corridors only if it does not impact the properly functioning condition of the streams". However, her reading of the language is that it reflects the agencies' concern for the overall health and functionality of the stream, and the functionality is scale-dependent. All disturbance is not bad (if that were the case, we would not allow the harvest of natural resources at all). It is unlikely that humans and dogs with minimal access to a few linear feet at a few access points are significantly disturbing the ecological integrity of the waterway. Regarding Dixon Creek, if it is found there is significant impact, then further assessment and restoration is justified. However, it is irresponsible to claim that dogs at small scale access points are contributing to deterioration; we need to be clear on the scale of impacts and acknowledge the other impacts, though they don't have to be assessed. She recommended adding to the second sentence in recommendation #6 "...impacting the properly functioning condition of the streams".

**Nance Keisling** stated she represented the Willamette Dog Owners Group (WDOG) and served on the previous and current dog committee. She said there were two dog brochures. The 2011 brochures were a product of the dog subcommittee at the time, including Stewart Wershow, Jeff Ordway, Betty Griffiths, Linda Johansen, Dean Codo and herself. Griffiths took the lead on the brochures, which were a combination of items from many sources, including other similar brochures from other jurisdictions, with the committee selecting what they felt was the best information. Those drafts were distributed by email to all committee members for comment. However, the committee members were not professionals, and the committee recently sent out brochures for additional feedback and review by a dog trainer, an animal behaviorist, and

veterinarians. Outreach material should be based on solid, fact-based information, presented clearly. She expected a final draft incorporating revisions in January 2015.

She related that during her Crystal Lake area walkthrough with Alig, he was struck many times that he wasn't sure whether they were in an off-leash area or not. They found that signs were missing or confusing, leading to confusion among park users, and even police are not confident enough to be able to issue citations sometimes, and that needs to be addressed.

She said it was not clear from Dean Codo's comment regarding two people being bitten by dogs where they were bitten. She added that school grounds were not City parks and were outside the scope of board's discussion.

Director Emery praised dog committee and subcommittee members for all the time they spent developing recommendations; Wolfenbarger concurred.

Vomocil said the proposal was a good compromise overall that addressed a very emotional issue. He related he'd had never had a negative dog experience in over a decade of hiking Bald Hill, and he commended the committee for its work.

**Motion passed unanimously.**

## **VII. COST RECOVERY REVIEW FY13-14**

Aquatics Supervisor and department budget liaison James Mellein stated that cost recovery was referred to daily by staff. Cost recovery refers to the degree that the direct cost of a program or service is met by revenue. Before 2012, the department's financial policy on setting fees for programs and services was based on the age of participants regardless of the activity. Under that previous policy, youth programs, for example, were set with a 30% cost recovery. Also, groups could rent facilities under the same rate whether they were a non-profit, a family birthday party or a corporation hosting a private event.

In 2011, the department hired the recreation management consulting firm GreenPlay to help develop a new cost recovery model and resource allocation philosophy. The department then went through a rigorous series of public workshops and meetings with stakeholders. The outcome was over thirty categories of services arranged in five categories, which group programs and services according to the degree to which they benefit individuals or the community as a whole. Giving examples, he noted that each was assigned a minimum cost recovery target.

The FY13-14 cost recovery report comes from a year of careful tracking, monitoring and adjusting program fees, sponsorships, and other revenue, along with direct expenses. He emphasized that the philosophy drives the department's organizational model. He said his presentation was informational, and no board action was needed. One outcome was continual refinement of what data are being tracked and how costs are tracked. The department continues to show better cost recovery over most areas compared to FY 2011. He highlighted the majority sources of revenue and relative changes in expenditures, noting increases in health insurance and costs of materials, averaging roughly 7.5%. He highlighted decreases in departmental draws on general fund property taxes over the last four years by about 9.5%.

Table 4 shows cost recovery impacts on program offerings and participant numbers. Tables 5 and 6 show the results of the department's Family Assistance Program to significantly increase participation by low-income residents. At the board's direction, the department has capped the program at \$125,000 of support for FY14-15. There will be a presentation on the Family Assistance Program at the January board meeting.

He pointed out work plan actions, such as increasing participation during the winter off-season by purchasing (through donated funds) a climbing wall at Osborn Aquatic Center; increasing banner sales in the adult softball program; evaluating the summer youth day camp program and implementing changes to increase participation and revenue. He summarized that the objectives were being met; he noted that staff spent a lot of time pulling together thousands of data points to tracking and providing for quality programs and services.

Hays said that the data show that the program is clearly working; we now have a much better sense of where money is coming from and where it is going. Emery said an additional benefit is that all staffers are now very familiar with costs and revenues of programs and services. Hays added that now it is easier to explain to taxpayers.

Liaison Bogatin highlighted the Senior Center Gold Pass. Emery said the Gold Pass program was one of a number of cost recovery recommendations from the consultant; it did not work, and when that became clear, and with the board's direction, it was eliminated. Liaison Hirsch said that when the cost recovery model was implemented out of necessity, he was one of many that were wary of it, but now, with so much more buy-in from the department and so much valuable information, he was very proud of the department and he congratulated staff on the success of the program.

Jon Soule said we've exceeded all goals except in Tier 1, where most goals were very close to being met, and asked whether the department will review the goals. He said that one could argue some fees could be reduced, since targets were being exceeded; however, some could equally well argue that given the success, the goals were too modest and that some fees could be further increased (he had no recommendation). Emery replied that the community helped set the targets, and would have to be consulted on changes to targets; however, perhaps ten years before the next review was too long and seven years might be better. Soule emphasized that only two years under the program wasn't long enough to contemplate making a substantial revamp. Emery said that most people seem to be satisfied. She said the department made a commitment to doing extensive outreach to ensure that price was not barrier to usage by low-income families; we're getting more participation than ever.

Wolfenbarger asked if there had been complaints. Mellein replied that he had not heard complaints at Osborn regarding price points. Wolfenbarger praised the report. She asked if GreenPlay would return; Mellein related that GreenPlay's feedback was that the department was the most prepared, with the largest buy-in of staff and the community than any they'd ever worked with.

#### **VIII. BOARD MEMBER REPORTS.**

Deb Rose reported that Dog Day at the Aquatic Center was attended by 566 dogs and 746 humans, and featured new activities. There was a new title sponsorship by Willamette Veterinary Hospital for \$1000; there were prize sponsorships by Wilco, Animal Crackers, and Willamette

Veterinary Hospital; there were event volunteers from the Corvallis Aquatic Team; and booths from a number of groups. T-shirts were sold for the first time; and there was an increase in fees from \$5 to \$6; using point-of-sale, including credit cards, for sales and fees. This all resulted in an 84% increase from the previous year, with over \$3,000 in revenue. Emery noted that the changes to enhance the event were suggested by a PNARAB subcommittee. Soule added that the Corvallis Aquatic Team held a dog washing fundraiser. Mellein noted that the event is held annually on the day the pool is completely drained for seasonal maintenance.

#### **IX. STAFF REPORTS.**

Director Emery highlighted her monthly report. James Mellein said the 11<sup>th</sup> Annual Turkey Trot was the largest in history, with about 1,300 participants. There was about \$37,000 gross revenue, with around \$25,000 net to go to the Family Assistance Program. The event initially started with around 200 participants. He said that participants include many family members visiting over the Thanksgiving holidays from all over the country. There were over 100 “Little Gobblers” in the 1k kids event, and a title sponsorship from NW Toyota.

Supervisor Jude Geist reported that the number of homeless camps in parks seem to be increasing. A new ADA Porta Potty was added near the skate park on the south end of Riverfront Park to lessen the amount of human waste around trees in the area. It costs \$350 to \$400 for 2.5 months, though it may need to be pumped twice a week rather than the normal rate of once a week. All restrooms are closed in winter due to lower staffing levels.

Liaison Hirsch asked about potential sponsors; Geist replied that a church group had discussed sponsorship, but a typical ADA unit costs \$2,500, and the group didn't want to take on the risk of liability if something were to happen to it. He related that in his experience in Salem, an average of two Porta Potties were burned each year, so it is a real consideration. Liaison Hirsch suggested a donor group should be able to sponsor a unit, with the department acting as the customer; Geist replied that the department was looking at ways to engage partners and limit liability.

Emery added that since there is a fixed expenditure limit, if the department pays for the additional service, then that comes from the department's budget, and something else would have to be cut to pay for it, since the department can't spend the revenue that is coming in. A donor group could conceivably pay the bills. Geist summarized that the department needed to be careful about how donations affect its fixed expenditure limit. He noted that the Wildcat Park Porta Potties were operational all year round, but they are provided and funded by the school district. The department, like any other governmental agency, must supply ADA units, which are more expensive than regular units.

Mellein stated the Polar Bear Swim would be held January 1.

#### **X. COUNCIL LIAISON REPORT.**

Council Liaison Joel Hirsch said it remains to be seen who the next PNARAB Liaison will be; he would like to continue (he's now served for six years). Wolfenbarger thanked him for his service.

#### **XI. ADJOURNMENT:** The meeting was adjourned at 8:18 p.m.