

# Contract Review Sheet

Memorandum of Understanding

**PW-6407-24**

Title: Letter of Agreement - Development of the North Fork Comprehensive Recreation Management Plan

Contractor's Name: Partners - WNF, BLM, ODF

Department: Public Works Department

Contact: Alicia Jones

Analyst: Kathleen George

Phone #: (503) 373-4320

Term - Date From: Execution

Expires: June 30, 2035

Original Contract Amount: \$ -

Previous Amendments Amount: \$ -

Current Amendment: \$ -

New Contract Total: \$ -

Amd% 0%

No Funds Exchanged  Federal Funds  Reinstatement  Retroactive  Amendment greater than 25%

Source Selection Method: Not Applicable (Incoming Funds)

Department

## Description of Services or Grant Award

Letter of Agreement (LOA) establishes a collaborative framework between Marion County (MC), United States Department of Agriculture - Willamette National Forest (WNF), United States Department of the Interior - Bureau of Land Management Northwest Oregon District Cascades Field Office (BLM), and State of Oregon - Department of Forestry (ODF) for the development of the North Fork Comprehensive Recreation Management Plan.

Desired BOC Session Date: 3/12/2025

Contract should be in DocuSign by: 2/19/2025

Agenda Planning Date: 2/27/2025

Printed packets due in Finance: 2/25/2025

Management Update: 2/18/2025

BOC upload / Board Session email: 2/26/2025

BOC Session Presenter(s) Carl Lund

Code: Y

## REQUIRED APPROVALS

DocuSigned by:  
  
 E4502AF8CAA642C...  
2/7/2025  
 Finance - Contracts Date

Signed by:  
  
 DA7EBDCC4E7B47D...  
2/10/2025  
 Contract Specialist Date

Signed by:  
  
 80C09A6F708240B...  
2/7/2025  
 Legal Counsel Date

DocuSigned by:  
  
 DC46254248DE4EC...  
2/10/2025  
 Chief Administrative Officer Date



MARION COUNTY BOARD OF COMMISSIONERS

**Board Session Agenda Review Form**

Meeting date: 3/12/25

Department: Public Works

Title: Letter of Agreement - North Fork Comprehensive Recreation Management

Management Update/Work Session Date: 2/25/25 Audio/Visual aids

Time Required: 5 min Contact: Carl Lund Phone: x3984

Requested Action: Approve a multi-agency Letter of Agreement (LOA) between Marion County, US Department of Agriculture, Willamette National Forest, Bureau of Land Management and Oregon Department of Forestry for the development of the North Fork Comprehensive Recreation Management Plan.

Issue, Description & Background: The purpose of this LOA is to document the desire of the partners to cooperate on programs and projects of mutual interest that generally fall under the umbrella of recreational activities, ecosystem protection and enhancement to provide a seamless recreation experience for visitors and complement the needs of other stakeholders. This LOA may serve to leverage resources and demonstrate an ongoing collaboration among the Partners to strengthen the individual program areas, bring a greater public awareness of the need for the programs, and provide additional opportunities for increased funding and redevelopment. It will also facilitate the integration of other plans that may be of interest to the Partners and other stakeholders during the term of this LOA.

Financial Impacts: There are no financial impacts in signing this LOA.

Impacts to Department & External Agencies: It is understood by the parties that this LOA does not bind any individual agency to a financial or other resource commitment, but rather is the framework from which further cooperative agreements can be developed as necessary. It is also understood by the Partners, that decisions made with respect to county, state, or federal lands are made by the individual agencies following their existing policies and procedures.

List of attachments: Letter of Agreement - North Fork Comprehensive Recreation Management

Presenter: Carl Lund

Department Head Signature: Brian Nicholas Digitally signed by Brian Nicholas Date: 2025.02.06 19:39:22 -08'00'

**LETTER OF AGREEMENT  
BETWEEN  
MARION COUNTY  
AND  
UNITED STATES DEPARTMENT OF AGRICULTURE  
WILLAMETTE NATIONAL FOREST  
AND  
UNITED STATES DEPARTMENT OF THE INTERIOR  
BUREAU OF LAND MANAGEMENT  
NORTHWEST OREGON DISTRICT, CASCADES FIELD OFFICE  
AND  
STATE OF OREGON  
OREGON DEPARTMENT OF FORESTRY**

**A. PURPOSE**

This Letter of Agreement (LOA) establishes a collaborative framework between Marion County (MC), United States Department of Agriculture – Willamette National Forest (WNF), United States Department of the Interior – Bureau of Land Management Northwest Oregon District Cascades Field Office (BLM), and State of Oregon – Department of Forestry (ODF) for the development of the North Fork Comprehensive Recreation Management Plan (the Project). The aforementioned will be known as “Partners” to this agreement.

The purpose of this LOA is to document the desire of the Partners to cooperate on programs and projects of mutual interest that generally fall under the umbrella of recreational activities, ecosystem protection and enhancement to provide a seamless recreation experience for visitors and complement the needs of other stakeholders.

This LOA may serve to leverage resources and demonstrate an ongoing collaboration among the Partners to strengthen the individual program areas, bring a greater public awareness of the need for the programs, and provide additional opportunities for increased funding and redevelopment. It will also facilitate the integration of other plans that may be of interest to the Partners and other stakeholders during the term of this LOA.

It is understood by the Partners, this LOA does not bind any individual agency to a financial or other resource commitment, but rather is the framework from which further cooperative agreements can be developed as necessary. It is also understood by the Partners that decisions made with respect to county, state, or federal lands are made by the individual agencies following their existing policies and procedures.

**B. BACKGROUND**

The North Fork Corridor is northeast of Lyons, OR, following the Little North Fork of the Santiam River from Lyons, Oregon to the Opal Creek Wilderness, in the Willamette National Forest. Along this 24-mile route, Marion County, ODF, BLM and WNF manage 13 recreation sites, interspersed among private homes and timberlands. During much of the summer, locals and visitors seek out the area’s many recreation opportunities, including camping, picnicking, hiking, swimming and river play, and fishing; on hot days especially, the area can be beyond capacity with people recreating. The area comprises approximately 113 square miles of private, state and federal lands and includes multiple recreational facilities, ranging from parks, trails, camping and open public land. The parties have discussed the potential of an interagency agreement to work collaboratively for the last decade, but individual priorities and funding constraints prevented it from moving forward.

The corridor was devastated by the Beachie Creek Fire in 2020 and has slowly been reopening. Wildfires in 2020 burned nearly 700,000 acres resulting in the complete destruction of most recreational facilities within the North Fork Corridor. After four years of restoration efforts some of these facilities have reopened with limited use. No camping facilities and a limited number of trails have been opened.

As a result of the 2020 fires, the parties recognized the opportunity for a new start and expressed the desire for a collaborative approach among the Partners, community and interested stakeholders with the overarching goal to develop a comprehensive recreation management plan for the corridor. The aim is to provide seamless recreational experience while ensuring environmental stewardship, sustainable land management and cooperation of operational activities between the Partners, private residents, timber owners and other stakeholders.

The funding for the Project is provided through a US Forest Service grant program (assistance listing 10.726). In 1996, the Omnibus Parks and Public Lands Management Act designated 37,500 acres of timberland in the Upper North Santiam Canyon region as the Opal Creek Wilderness and Scenic Recreation Area. As part of the overall agreement to transfer these lands, the legislation authorized \$15 million to support economic development activities for the communities in the area. The lands were designated and taken off Marion County's tax rolls, but the promised federal funding never arrived. Nearly 30 years later, the 2023 Consolidated Appropriations Act appropriated a \$1,000,000 payment towards the promised funding to support the communities recovering from wildfire. Marion County applied for and secured these grant funds from NFS and designated them towards a suite of six community planning projects throughout the North Santiam Canyon. \$306,705 was obligated towards the development of the North Fork Comprehensive Recreation Plan.

### C. ORGANIZATION AND ROLES

The Partners agree to collaborate in the study and development of a comprehensive recreation management plan with the goal of providing a seamless multijurisdictional recreational experience in the North Fork Corridor by participating in the following activities:

- **Project Management Team:** A joint committee comprising representatives from Marion County, WNF, BLM and ODF will be established to oversee the planning process.
  - Each agency will identify a project point of contact and member of the Project Management Team. It is the responsibility of each agency POC to ensure other key staff within their agency is kept informed and engaged, as appropriate.
- **Communication:** Establish regular meetings and updates to be held to ensure transparency and effective communication among all parties. Each party will designate a point of contact for coordination purposes.
- **Decision-making:** partners will strive for consensus on any decisions about the recreation planning process
  - If unanimous support is not attainable for a decision, a partner can indicate less than full support, but a willingness to accept a decision.
  - No decision can proceed if any partner is unwilling to accept the decision.
- As the recipient of the funds, Marion County is responsible for managing all technical elements of the contracting process
- **Funding and Resources:** Grant funding for the development of the comprehensive recreation management plan is being provided by USFS through the Opal Creek Wilderness Economic Development Grant Program (assistance listing 10.726). Marion County is responsible for administering this grant.

- Staff time provided by WNF, BLM and ODF will be an in-kind contribution toward this planning effort.

Additionally, the Partners agree to the following individual responsibilities:

**Marion County:** Provide local perspective, coordinate with community stakeholders, grant accounting and administration, and contribute to the development and implementation of the recreation plan.

**USDA Willamette National Forest (WNF):** Offer expertise in forest management, environmental protection, and recreational planning. Facilitate access to federal lands and resources. Grant funding authority.

**Bureau of Land Management (BLM):** Provide information on land use, conservation practices, and resource management for BLM-managed lands. Look for opportunities for consistency and efficiencies between jurisdictions to achieve broad land management objectives.

**Oregon Department of Forestry (ODF):** Provide local support and technical guidance in support of the project.

#### **D. OBJECTIVES**

- Develop an interagency, comprehensive Recreation Management Plan that supports a seamless recreation experience and meets the needs of current and future visitors to the area, private landowners and the land management agencies.
  - Identify and prioritize existing and new recreational needs and opportunities, including future site investment needs and opportunities.
  - Recommend strategies to improve recreation experiences and minimize impact to natural and cultural resources
    - Includes a visitor use management plan
  - Ensure stakeholder and community engagement throughout the planning process.
- Develop an operational framework for shared operations and maintenance in the corridor.
  - Identify opportunities for efficient and shared fee collection, staffing, operations, maintenance, and communications.
  - Outline the legal mechanism/authorities for shared management agreements needed to implement the framework.

#### **E. DURATION AND AMENDMENTS**

This LOA will be effective upon signing and will remain in force until the completion and implementation of the comprehensive recreation management plan or until terminated by any party with a 30-day written notice. Amendments to this LOA may be made with the written consent of all parties.

#### **F. AUTHORIZED REPRESENTATIVES**

By signature below, each Partner certifies that the individuals listed in this document as representatives of the individual agency are authorized to act in their respective areas for matters related to the agreement.

#### **U.S. Forest Service, Willamette National Forest**

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Donna Mickley, Acting Forest Supervisor  
Willamette National Forest

Date

**Bureau of Land Management**

Amanda Hoffman, Field Manager  
Cascades Field Office  
BLM Northwest Oregon District

Date

**Oregon Department of Forestry**

Joe Offer  
Recreation, Education, and Interpretative Program Manager  
State Forests Division  
Oregon Department of Forestry

Date

**MARION COUNTY SIGNATURES  
BOARD OF COMMISSIONERS:**

Chair

Date

Commissioner

Date

Commissioner

Date

Authorized Signature:

DocuSigned by:  
*Brian Nicholas*  
9793BA7ACD8B443...

2/7/2025

Department Director or designee

Date

Authorized Signature:

DocuSigned by:  
*Jan Fritz*  
DC16351248DE4EC...

2/10/2025

Chief Administrative Officer

Date

Reviewed by Signature:

Signed by:  
*Scott Norris*  
60C98A6F788248B...

2/7/2025

Marion County Legal Counsel

Date

Reviewed by Signature:

DocuSigned by:  
*[Signature]*  
E4592AF8CAA542C...

2/7/2025

Marion County Contracts & Procurement

Date