

# CPRD Trails Advisory Committee

## MINUTES

June 12, 2024 | 6:30 - 7:30 p.m.

Attend either in person on-site at CPRD Admin Office  
or remotely via Zoom: <https://us02web.zoom.us/j/89157263898>  
Meeting ID: 891 5726 3898

*Blue – in person, green virtually, black did not attend*

Committee Members:

*Michelle Colvin*  
*Quentin Comus (Chair)*  
*Matt Dolphin*  
*Allen Holstein*  
*Kimberly Lanier*

Committee Members (Continued):

*Bob Oleson*  
*Martin Peters*  
*Cindy Riggs*  
*Erin Robinson (Secretary)*

Board Liaisons:

*Jason Fields*  
*Jim McMaster*

CPRD Staff:

*Casey Creighton*  
*Kat Ricker*  
*Bryan Stewart*

*Brian Bowman*  
*Jim Booker*

- I. Call to Order
- II. Attendance Roll Call
- III. Approval of February Meeting Minutes (Quentin)
  - See Appendix A
  - Moved seconded and approved unanimously
- IV. Public Comment Period

*Public participation in Chehalem Heritage Trails Advisory Committee meetings is encouraged. Those interested may submit written comments to [kricker@cprdnewberg.org](mailto:kricker@cprdnewberg.org) or provide oral comments at a public committee meeting. Those wishing to provide oral comments will be provided a set amount of time determined by the Chair at the beginning of the meeting during the designated public comment period. This public comment period may last up to a maximum of 10 minutes.*

Jim Booker – Sherwood resident – best outdoor neighbor park is Bob and Crystal Reilly –

- Walking related to the master plan – lots of attention should be made for walkers
    - Keep some single tracks – those are wonderful for walking/running
    - South Boundary on the west side is fenced – make an opening to allow crossing – near the winery – a small opening not for horse traffic
    - On the north side there is a foot trail that goes up the creek on the boundary – ends in the gully – master plan shows it continuing through to connect the loop – would be great
  - Overall – think of the wants and needs of walkers
- V. Election of Committee Vice President (Quentin)
    - Needed due to the new committee rules
    - Interest in volunteering?

- Marty and Matt are nominated – Matt is vice-chair unanimously

#### VI. Board of Directors Meetings Report (Matt)

- Committee presented the trail survey and report
  - Director McMaster gave us a
- Golf committee members resigned in mass
- Motion to increase SDC's failed
- Former landfill
- Renne Field passed
- Cultural Center theater will open soon
- Bob Freshman – trail signage ideas

#### VII. Committee Member Comments/Updates (Quentin)

- Quentin appreciates everyone being here
  - Newberg Dundee Bypass
  - Trails in Dundee
  - Chehalem Mountain
  - Cycling – bringing audiences together with competing interests that may also be shared
- Erin – dogs off leash are a real problem at the moment
- Matt – received a Certificate of Completion from the Board Leadership Academy
  - Special District Board Member Handbook – summary of good things in the class – Jim McMaster also recommends
- Allen – we will need to reapply – the Board will then decide if we can continue?
  - Jim McMaster mentions that volunteers are important and creates a sense of community – trails are a large part of statewide funding grants

#### VIII. Discussion on Cycling Trails Criteria and Future Development Plans (Quentin)

- See Appendix B
  1. What do cyclists want and is there a reality that can be provided
  2. Outlines high level criteria for the trails wanted/needed
  3. Ewing Young – not enough mileage and terrain difficult
    - a) What kind of mileage? Cyclists who enjoy a natural setting
  4. Wooded or shaded – mixed with meadow
  5. Parking is an issue
  6. Landfill – DEQ meeting – very long process
  7. Properties are often donated to the park district – if you know of someone who would like to donate that would be useful
- Potential Motion: Recommend the CPRD Board of Directors direct staff to identify, acquire, plan, and/or develop a cycling trail system according to the provided criteria with these listed adjustments. – moved, seconded and unanimously approved

1. Send with some adjustments
2. Mixed vegetation – wooded/shaded and mixed with meadows
3. Proximity to population
4. List of Parks
  - a) Powell Butte
  - b) Chehalem Ridge
  - c) Stubb Stewart
  - d) Cooper Mountain
  - e) Silver Falls
  - f) Bob & Crystal Rilee
5. Parking and infrastructures (toilets/signs)

IX. Discussion on Temporary Cycling Use of Bob and Crystal Rilee Park Trails (Matt)

- See Appendix C
- Potential Motion: Recommend the CPRD Board of Directors direct staff to implement the temporary trail managed use parameters at Bob and Crystal Rilee Park, as proposed.
  1. Splitting the Park – to allow the group of users to Rilee Park – temporarily until another solution arises for the cyclists – until approximately 10/2025 allowing the development of a park
    - a) Trails W of Parrett Mountain – equestrian/pedestrian 2/3
    - b) Trails E – pedestrian/cyclist only 1/3
  2. 5 yes – 3 no – motion passes 5/3 motion passes

X. Discussion on Proposed Changes to Committee Rules (Matt)

- See Appendices D and E
- Potential Motion: Recommend the CPRD Board of Directors amend their Committee Rules, adopted on January 25, 2024, as proposed. – motioned, seconded, approved unanimously
  1. No member may interfere or engage in... - the board would need to approve and provide in writing - want to add “or staff” would allow volunteer efforts – Matt Smith has reassured in and out of meetings that volunteering should be able to continue – could take up to 2 months for the board to approve
  2. Jim – can put it on the Agenda – and Quentin could present? Agreed

XI. Initial Discussion on Bob and Crystal Rilee Park Master Plan (Quentin) – has been changing – Board had a meeting regarding – should be added to next agenda. – motion to table to July 10<sup>th</sup> meeting – unanimously approved

XII. Adjourn – 7:33pm

**Important Reminders/Notes:**

- Thursday, June 27, 2024: CPRD Board of Directors Meeting at the CPRD Administrative Office and on Zoom at 6 p.m.
- Wednesday, July 10, 2024: CHTAC Regular Meeting at the CPRD Administrative Office and on Zoom at 6 p.m.