

CPRD Trails Advisory Committee

AGENDA

July 10, 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

Committee Members:

Michelle Colvin
Quentin Comus (Chair)
Matt Dolphin
Allen Holstein

Committee Members (Continued):

Kimberly Lanier
Martin Peters
Cindy Riggs
Erin Robinson (Secretary)

Board Liaisons:

Jim McMaster

CPRD Staff:

Casey Creighton
Kat Ricker
Bryan Stewart

- I. Call to Order
- II. Attendance Roll Call
- III. Approval of June Meeting Minutes (Quentin)
 - o See Appendix A
- 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 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.
- V. Board of Directors Meetings Report (Quentin)
- VI. Committee Member Comments/Updates (Quentin)
- VII. Initial Discussion on Bob and Crystal Rilee Park Master Plan (Quentin)
 - o To see the draft master plan, visit the [CPRD website](#).
- VIII. Update on CHTAC Membership (Quentin)
- IX. Adjourn

Important Reminders/Notes:

- Wednesday, August 14, 2024: CHTAC Regular Meeting at the CPRD Administrative Office and on Zoom at 6 p.m. (NOTE: Final Meeting of Current Term)
- Thursday, August 22, 2024: CPRD Board of Directors Meeting at the CPRD Administrative Office and on Zoom at 6 p.m.

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 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 10th 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.

DRAFT