

Chehalem Heritage Trails Advisory Committee

AGENDA

October 11, 2023 | 6 - 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
Kimberly Lanier

Committee Members (Continued):

Bob Oleson
Martin Peters
Cindy Riggs
Erin Robinson (Secretary)
Peter Siderius

Board Liaisons:

Jason Fields
Jim McMaster

CPRD Staff:

Casey Creighton
Kat Ricker
Bryan Stewart

- I. Call to Order
- II. Attendance Roll Call
- III. Approval of September 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 Meeting Report (Quentin)
- VI. Bob and Crystal Rilee Park Master Plan and Engagement Discussion (Matt)
- VII. Bob and Crystal Rilee Park Detailed Signage Discussion (Cindy)
- VIII. Additional Trails Feasibility Study (Quentin)
 - o See Appendix B
 - o Potential Motion: Recommend to the CPRD Board of Directors that a feasibility study be conducted to determine the potential locations (i.e. parks) for additional trails for user groups including, but not limited to, hikers, equestrians, cyclists, and kayakers, as outlined in the CHTAC Additional Trails Feasibility Study Proposal.
- IX. Volunteer Trail Work Update (Matt)
- X. Town Hall/Focus Group Update (Quentin)
- XI. Community Trails Survey Update (Quentin)
- XII. New Equestrian and Cycling Member Discussion (Matt)

- See Appendix C
- Potential Motion: Recommend to the CPRD Board of Directors that applications for additional Chehalem Heritage Trails Advisory Committee members be opened, reviewed, and selected as outlined in the CHTAC Additional Members Proposal.

XIII. CHTAC Purpose, Goals, and Past/Current/Future Projects Discussion (Matt)

- See Appendix D

XIV. Committee Member Comments/Updates (Quentin)

XV. Adjourn

Important Reminders/Notes:

- Tuesday, October 17, 2023: CPRD Board of Directors Special Meeting (Work Session) at the CPRD Administrative Office and on Zoom at 5:30 p.m.
- Thursday, October 26, 2023: CPRD Board of Directors Meeting at the CPRD Administrative Office and on Zoom at 6 p.m.
- Tuesday, October 31, 2023: CHTAC Community Trails Survey closes, data analysis begins.
- Wednesday, November 8, 2023: CHTAC Regular Meeting at the CPRD Administrative Office and on Zoom at 6 p.m.

APPENDIX B

Chehalem Heritage Trails Advisory Committee

Additional Trails Feasibility Study Recommendation

Introduction

In response to recent discussions and decisions regarding trail usage at Bob and Crystal Rilee Park, this proposal aims to identify feasible trail development and management accommodations to fulfill the interests of various user groups. Our goal is to foster collaboration, cooperation, and a positive outdoor experience for all community members across all CPRD's parks and facilities.

Proposal

We recommend conducting a feasibility study to identify potential locations for additional trails within CPRD. This study will consider the needs and preferences of different user groups, including hikers, equestrians, cyclists, kayakers, and more. The study will include, but not be limited to, exploring district options for developing the 90-acre 219 riverfront property, the 37-acre former Yamhill County dump site, and the 20-acre undeveloped Luis Brillas Park on Chehalem Drive. The study will be guided by the following objectives:

- **Collaboration:** Promote data-informed decision making that takes into account qualitative and quantitative information, including community engagement.
- **Preservation:** Ensure that the natural beauty and ecological integrity of our parks are maintained.
- **Safety:** Prioritize the safety of all trail users by addressing concerns and potential risks.
- **Access:** Provide multiple locations throughout our district for all user groups to enjoy district parks and trails.
- **Best Practices:** Explore multiuse and user group-specific trail options to align with best practices in outdoor recreation.

Benefits

- **Address Lack of Cycling Trails:** This proposal will identify trails suitable for cyclists, which is a recently identified priority of the CPRD Board of Directors.
- **Conflict Resolution:** By identifying new trail locations, we can reduce conflicts between user groups and create a more harmonious outdoor environment.
- **Improved Recreational Opportunities:** This initiative will expand recreational options, attracting more visitors to CPRD and improve liveability for our community members.

Conclusion

The proposed feasibility study is a positive step towards enhancing trail usage within CPRD. By considering the interests of all user groups and prioritizing collaboration, safety, and data-informed decision making, we can create a better outdoor experience for everyone. This proposal is in line with best practices for outdoor recreation and aims to resolve recent conflicts while promoting a shared love for the outdoors.

We look forward to the opportunity to work together on this initiative and continue to make CPRD a welcoming and enjoyable destination for all.

APPENDIX C

Chehalem Heritage Trails Advisory Committee

Additional Member Proposal

Introduction

In response to the evolving needs and challenges facing our community in light of recent events at Bob and Crystal Rilee Park, we propose an expansion of the current Chehalem Heritage Trails Advisory Committee membership. This expansion aims to enhance the diversity of perspectives, skills, and expertise available to the committee as we work towards collaborative trail usage and the betterment of our parks.

Proposal

- **Application Period:** CPRD will open a one-month application period to invite interested individuals from the community to apply for committee membership. Applications will be accepted via CPRD's designated channels.
- **Eligibility Criteria:** Applicants should uphold the informal values and goals of the Chehalem Heritage Trails Advisory Committee, which are to act with transparency, seek and consider broad public input, make data-informed decisions, and pursue solutions that benefit the entire district. Furthermore, it is preferred that applicants possess one or more of the following qualifications:
 - Identify with and actively participate in cycling, equestrian and/or water trail usage in our region.
 - Have trail building/maintenance experience through trail organizations such as OET, TKO, PCTA, NWTa, etc.
 - Hold membership and connections to outside volunteer groups that can potentially assist with public engagement and volunteer maintenance efforts (e.g., 4H, Scouts, Rotary, Chamber).
 - Have a deep knowledge of Bob and Crystal Rilee Park through involvement in the Crystal Rilee Dawn Foundation or the previous CPRD Bob and Crystal Rilee Park Advisory Committee.
- **Committee Review:** After the application period, CPRD will share the received applications with the current committee for review and consideration. The committee will assess each applicant's qualifications and contributions they can make to the committee's objectives.
- **Recommendations:** The committee will select 3-4 applicants who best align with the eligibility criteria outlined above. These recommendations will be submitted to the CPRD Board of Directors for their consideration.
- **Board Approval:** The CPRD Board of Directors will review the selected applications and formally appoint new committee members as appropriate. The new committee members'

terms will be effective immediately and will coincide with the current committee's term, ending in August 2024.

Benefits

- **Diverse Expertise:** Expanding committee membership will bring in a wider range of skills, experience, and community connections to better address the complex issues surrounding trail maintenance and development.
- **Community Engagement:** Involving the community in the application process promotes transparency while ensuring that the committee represents a broad spectrum of perspectives, including cyclists and equestrians.
- **Effective Decision-Making:** The inclusion of members with relevant expertise will enhance the committee's ability to make informed recommendations to the CPRD Board of Directors.

Conclusion

The proposed expansion of the committee's membership is a proactive step towards promoting transparency, equitable representation, and effective management of our parks and trails. By inviting community members with specific qualifications and interests, we aim to strengthen our committee's capacity to address the diverse needs of our community and its trail users.

We respectfully request that the CPRD Board of Directors consider and approve this proposal, allowing us to continue our work in a more collaborative and impactful manner.

APPENDIX D

Chehalem Heritage Trails Advisory Committee

Purpose, Goals, and Projects

Purpose

The purpose of the Chehalem Heritage Trails Advisory Committee is to provide recommendations to the CPRD Board of Directors regarding existing, new, and developing trails and pathways within the Chehalem Heritage Trails network of pedestrian, bicyclist, equestrian, water, and any other modality of trails.

The purpose and responsibility of the committee is to provide the Board of Directors recommendations on trail topics, at the least, at the conclusion of a three-year term. The committee has the authority to identify and subsequently alter its areas of focus toward fulfilling that responsibility. Focus areas include, but are not limited to, fundraising and support (this may include but is not limited to the pursuit of grants, sponsorships, and letters of endorsement support); outreach, publicity and awareness-raising of the trails (this may include but is not limited to events, signage, online presence); and creating and organizing a volunteer base and network for ongoing volunteer trail maintenance.

- from the CHTAC Charter, CPRD Board of Directors

Goals

- Bob and Crystal Rilee Park
 - Identify and name trail routes
 - Support the development of the Master Plan
- Ewing Young Park
 - Support the implementation of the Master Plan
- District-Wide
 - Establish trail design and maintenance standards
 - Establish a volunteer trail maintenance base
 - Youth Organizations (FFA, BSA, and 4H)
 - Training Opportunities (TKO and PCTA)
 - Bolster community awareness of the Chehalem Heritage Trails system
 - Support further development of the Chehalem Heritage Trails website
 - Evaluate and propose a trail construction and maintenance funding plan (possible bond or levy)
 - Consider Waterway Trails (river access)
 - Dundee 8th Street
 - Newberg Hash Road Property

Projects

- Previous Projects
 - Yamhelas-Westsider Trail Feasibility and Jurisdiction Discussion
 - Bob and Crystal Rilee Park Managed Use Recommendations
 - Bob and Crystal Rilee Park Trail Signage Recommendations
 - National Trails Day Work Party at Bob and Crystal Rilee Park
- Current Projects
 - Community Trails Survey
 - Community Engagement at Farmer's Market (ongoing)
 - Newberg-Dundee Bypass Trail Support (ongoing)
 - Bob and Crystal Rilee Park Master Plan Support (ongoing)
 - CPRD Trails Microsite Updates
 - Volunteer Trail Work Parties (ongoing)
- Future Projects
 - Trail User Town Halls/User Group
 - Trail Maintenance Training Workshops
 - "Share the Trail" Workshops
 - Feasibility Study for Trail Development/Expansion