

Chehalem Heritage Trails Advisory Committee

AGENDA

December 13, 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 and October Meeting Minutes (Quentin)
 - o See Appendices A and B
- 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. Committee Member Comments/Updates (Quentin)
- VII. Community Trails Survey Update (Quentin)
- VIII. Cycling Trails Discussion (Matt)
- IX. Spring/Summer 2024 Trail Work Party Discussion (Matt)
- X. Adjourn

Important Reminders/Notes:

- Wednesday, January 10, 2024: CHTAC Regular Meeting at the CPRD Administrative Office and on Zoom at 6 p.m.

APPENDIX A

Chehalem Heritage Trails Advisory Committee

MINUTES

September 13, 2023 | 6:30 - 8:00 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

Green attended in person – Blue attended via Zoom – Black not in attendance

Committee Members:

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Matt Dolphin
Allen Holstein
Kimberly Lanier

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Casey Creighton
Kat Ricker
Bryan Stewart

- I. Call to Order – Hope Robertson and Neal Anderson are on Zoom Brian Bowman, Dana Kemp, Jim Booker. Richard Cornwell in person
- II. Attendance Roll Call
- III. Approval of August Meeting Minutes (Matt)
 - 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. User Group Engagement Strategies Discussion (Matt)
 - o See Appendix B
 - o Motion: Recommend to the CPRD Board of Directors that the Chehalem Heritage Trails Advisory Committee convene user group-specific town halls to include but not limited equestrians, cyclists, and hikers AND a multiuser focus group facilitated by a third party to explore user group desires and concerns. This feedback will be applicable to the entire Chehalem Heritage Trails network but specifically supplement the work of the Bob and Crystal Rilee Park Master Plan. The Committee shall record, synthesize, and publicly present the feedback to the CPRD Board of Directors by February 2024. **Passes unanimously**

1. Matt – we have passionate voices in the groups town hall for the separate groups to convene a focus group to
2. Cindy – addition of a dog group
3. Erin – addition of a river group
4. Jim McMaster – add bike/ped
5. Matt – highschool – cross country teams
6. Erin – Runners?
7. Matt – indeterminate number – town halls organized based upon use – multi use focus groups
8. Hope – having participated in workshops such as – ground rules about interruption would be helpful for everyone to hear the input from others – strict rules about
9. Brian Bowman – I should head a group?
10. Jim Booker - Focus on specific user groups and others can observe
11. Allen – why should this be more than Bob & Crystal Rilee
 - a) Matt – our survey will provide input – controversy will exist in all trail use

VI. Additional Committee Member Discussion (Matt) –

- Matt – we now have 10, maybe 9
- Cindy – final recommendation rests with the board – confirmed
- Allen – would support additional members – but should be targeted and not random
- Marty – there were questions posed about how we would contribute to this committee
- Jim McMaster – bringing more members in – the few do the work of the many
- Matt – we have many committed members and we could add at any time – but we are happy with the current condition

VII. Board of Directors Meeting Report (Matt)

- Matt – Work Session – work on priorities – the board is learning to communicate with each other – working on priorities
 1. Jason Fields– in those meetings it will be information gathering not deciding
- 4 hour board meeting –
- Quentin – trail survey passed and will be going out within the next month?
 1. Democracy in action – of public comment in meetings
 2. Board should be careful about basing decisions on public comment – basing things on research
- Matt – public comment is more of a performance – alerting the board of issues and problems that may exist – collaborative environment to create solution would be the Special District Association of Oregon – Jim McMaster attended and provided information

- Matt – Jim McMaster asked about allTrails and getting things online – getting trails online Matt need help getting things online
- Matt – trail work at Rilee in the next month or 2 – Matt would like to even over the rainy season to ID problems – centralize our tracking of trail issues – we will probably see a motion on this over the next couple of months
- Jim McMaster – other trails would need input of the local users
- Cindy – continues to go to the Wednesday market – winding down - but great to circulate – next
- Matt passes out a flyer about central Oregon
“share the trail” brochure regarding the best way to share trails – also video shared about how to share the trail – workshops as a possibility between bikes and horses – signage would also be helpful up there

VIII. Adjourn 7:27pm

Important Reminders/Notes:

- Friday, September 15, 2023: CHTAC Community Trails Survey invitation letters mailed, survey opens to closed sample.
- Tuesday, October 10, 2023: CHTAC Community Trails Survey reminder letters mailed.
- Wednesday, October 11, 2023: CHTAC Regular Meeting at the CPRD Administrative Office and on Zoom at 6:30 p.m.
- Tuesday, October 31, 2023: CHTAC Community Trails Survey closes, data analysis begins.

Authored by Erin Robinson, Secretary

APPENDIX B

Chehalem Heritage Trails Advisory Committee

Advisory Committee Notes

October 11, 2023

I. Call to Order

II. Attendance Roll Call

Michelle Colvin

Quentin Comus (chair)

Allen Holstein

Kimberly Lanier

Bob Oleson

Martin Peters

Cindy Riggs

Bryan Stewart (CPRD staff)

Jim McMaster (Board Liaison)

III. Approval of September meeting Minutes

All approved minutes

IV. Public Comment

Ryan Gazer, 10 year resident and active biker at Rylee Park. He is disappointed with board decision. He also wants to be more active and possibly participate on our committee. Brian Boman also present, agrees with Ryan's comment.

V. Board of Director's Meeting Report

The next Board meeting is next Tuesday 10/17. At the 9/28 meeting there were a great turnout. There was the discussion of the stoppage of biking at Rylee Park. I gave my report to the committee. No vote or response to it. Matt adds, it was 1 hr. 35 min when the motion contractionary things were heard.

VI. Master Plan/ Engagement Discussion

Board made a decision counter to our recommendation and public view.

Cindy-What is happening with the Master Plan? Matt- Board didn't vote to cancel Master Plan.

Allen- You made an appeal for them to wait and weren't respected.

Matt- Our committee's job is to listen to the community and try to educate the board. We will see the process through and look into Crystal's wishes on guidelines for the park. My concern is volunteers will not be motivated to help. This decision will have financial and legal repercussions. Quentin- As committee members we could make a presentation to the board, report additional insights and recommendations for policy. A temporary fix was to keep hikers and cyclists separate. The Master Plan is moving forward reversed by excluding bikes. Further discussion on the results from the survey will help with information from the community.

VII. Signage Discussion

Cindy- Signage needs to be specific.

DOG ON LEASH ONLY

SENSITIVE WILDLIFE AREA

It needs to be in large print.

Casey- The whole purpose of the Master Plan is to set security, road crossings, restrooms, facility improvements and repairs or replacements. Down the road there will be more development. There is limited access to water, safety and signage. Master Plan should be completed by January.

VIII. Pickleball Study

The goal is having a certain amount of room for a facility and a good location. We are hoping the board will look at existing trails and mobilize the biking community to work with CPRD. There are both undeveloped and developed properties.

Director Fields mentioned 3 locations

1. 90 acres next to the River. CPRD owns this property.
2. 37 acres Former Dump. It is owned by county. They would need to lease or purchase. Ten years down the road there will be problems.
3. 20 acres Louis Brillis

There is nowhere in Newberg to ride bikes safely as a family.

Quentin makes a motion

Michelle seconded. Motion passes unanimously.

IX. Delay on Trail Work

Matt- We lost significant amount of volunteers. We need more volunteers. \$30 an hour average for a volunteer.

Jim McMaster- Other trails need work. I understand your disappointment but would like to see if we can get the volunteers to use other parks.

Matt- We'll move forward best we can and focus on different parks.

X. Town Hall /Focus Group Update

Quentin-The Board didn't vote or discuss on a facilitator- led user group, multi user group to capture qualitative data management.

Public comment is difficult. It is a mechanism to bring things up collaboration and cooperation has to come from a moderated environment unbiased.

Bring recommendation to the board. Pursue doing it on our own or push again to vote on a formal recommendation to have a professional mediator.

Allen-We need Board buy in otherwise I don't know what's the point.

Matt-Board approved the survey. A lot of things can be done that the board won't approve of. I would wait on that before making a decision going forward. Let's see the quantitative survey work.

XI. Community Trails Survey Update

Survey was approved on August meeting. Random individuals were chosen. We focused on homes within the district.

5000 people were randomly chosen. 4,600 people received their mailer. Since there are 30,000 people in the district, we will get a good sample.

We have 489 responses as of 10/11.

1000-1,500 of a sample, 20% will be airtight for legitimacy. A postcard will go out to remind people of the survey. Thank you Kat and 3rd party mailers.

Report will be accessible in November.

XII. New Equestrian and Cycling Member Discussion

Matt-We are looking for potential committee members with

Biking experience, trail and leadership experience outside, 4H/Rotary volunteer group, knowledge of Bob Rylee Park.

The ideal person has all of these qualities. Application would be open. They will be given to the board for approval. 3-4 people need to be added.

We need to look at a quorum with our group to make it formal. It would be an official quorum.

Conflict is o-kay as long as we collaborate. There still is conflict between horses and bikers in our community. We need to be good listeners to find common grounds with everyone. We are here to serve the entire community.

Most equestrian riders seem to live outside the district. Expanding our idea of what a community is makes sense. We are looking for a taxpayer in our district to add to the committee. Quentin makes a motion. Michelle seconded.

XIII.CHATC Purpose, Goals and Past/ Future Projects

Matt- There is confusion with the Board members. We need to refresh the Board's memory. They need our committee's progress and goals to understand more about our committee. They need to know what we are working on. Do we need a motion?

Quentin- No not at this time. It's just information and editing.

XIV. Committee member updates/Comments

Bryan Stewart Our committee is impressive. This is the way committee's should run.

Matt attended an OR Equestrian trail meeting. He also attended Share the Trail workshop. There is great interest from bikers on how to share the trail with horses.

Allen- Was there an equestrian advisory committee?

Jim- There should be member on our committee with equestrian experience. We need to look at the rest of the district. This can't cloud our goals and views. Ewing Young, Schaad Park need to be accessed. In the spring and summer, they need repairing because of water drainage issues.

XV. Adjourn