

# Chehalem Heritage Trails Advisory Committee

## MINUTES

January 12, 2022 | 6pm

[View Recorded Zoom Meeting](#)

### I. Attendance Roll Call

In Person:

- Gayle Bizeau – CPRD Board Member
- Michelle Colvin
- Jill Bilka
- Martin Peters
- Allen Holstein
- Matt Dolphin
- Don Clements

Via Zoom:

- Bart Rierson
- Quentin Comus
- Erin Robinson
- Bob Oleson
- Brian Bowman
- Kimberly Lanier
- Justin Patterson

Not Present:

- Erin Chen
- Kristina Ernstrom
- Lisa Jackson
- Lacy Mendoza
- Cindy Riggs
- Peter Siderius
- Dustin Wolfe

II. Approval of minutes from December meeting - available online ([Draft Minutes](#)

[12/08/21](#))

Motioned – Seconded and Approved

III. Proposed Bypass Trail Presentation - *Paul Agrimis of GreenWorks*

Power Point presentation regarding overview of trail and parties involved.

- Hess Creek crossing and wetlands discussed.
- Spreadsheet of timeframe and steps provided in the slideshow.
- Summer of 2023 is the projected start point.
- *Jill Bilka* asks what the funding outlook is like? Response: phase 1 is fully funded by ODOT and District. The portion from River Road to Dundee is not fully funded – but ODOT Community Pathways Program is a target for funding.
- *Justin Patterson* asks between the high construction costs and possible short come of funding what is the confidence level – Answer: Unknown, more will be known after design is 30% complete this Spring. – follow up question: Most significant gaps to stop this trail from being shovel ready response: Chehalem Creek crossing, right of way and coordination with the City (no major obstacles seen)
- *Quentin* – Grant Agreement says the project completion should be Spring of 2024? – Response: Yes
- *Martin Peters* – Signage, artwork, noise abatement plans? Response: No current plans for noise/art, but some structures in place will be refracted due to the location of the trail. Feeling is that the noise off the highway won't be offensive.
- *Jill Bilka* – name for the trail? Response – another name could work, but Kat is the definitive answer – *Kat* says that it would be a good idea to

name the trail something that ties the locations due to grant funding attractiveness. *Paul* confirms that it is longterm strategy for funding

- *Quentin* – This seems like a good model for the grant program – have you thought about publishing this project on a website to showcase and gain grant, community support? Response: *Paul* and *Kat* would really like this. They have been very busy with development, but would love the Committee to partner.
- *Matt Dolphin* – what is the cost estimate for Phase 2 – and how could we help? Answer: Those number are not accurate or up to date – rough estimate 4-5 million to complete to Dundee. *Matt Dolphin* – How does the ODOT Grant work? Answer: Requirement is 20% match from ODOT – rest would be from CPRD the ODOT grant is new – and our initial success is a good sign – could use our support and next round is in July – letters of support, especially from Dundee would be very helpful.
- *Jill Bilka* – what kinds of individuals would letters of support be useful from? Answer: City counselors – connections to educational facilities, Fred Meyer, Hospital – people who understand multiple forms of transportation – could come up with a list Jill Bilka serves on Parks Committee in Dundee, would that be helpful? Answer: Yes – and *Kat* has some sample letters to get started.

#### **IV. Discussion on meeting and minutes format - *Jill Bilka***

- Do not have to follow DOJ meeting formats.
- Transcription format that Zoom offers.

- What kind of minutes do we want – people are happy with bullet points.
- Transcript may be helpful if – Kat is looking into whether that is a possibility
- *Quentin Comus* – Closed captioning through Zoom – transcript that would be easy
- *Brian Bowman* – trying to catch up – the availability of the Zoom Meetings is awesome – but 2 or 3 sentences with the bullets would be helpful
- *Erin Robinson* – trying – is better with Agenda – will be better with direction – concern about the time it would take for more in-depth minutes and suggests that YouTube and/or Zoom Transcript might be best for details
- *Matt Dolphin* – minutes in layer
  - o What action was decided upon
  - o Why
  - o Decided for or against
- Searching by key words in transcript is mentioned
- *Jill* mentions that attendance is an issue – minutes are important – but may need to rewatch meeting on Zoom.

#### **V. Tracking & Organization of Community Volunteer Interest/Outreach ([link](#)) - Jill**

##### ***Bilka***

- There is a Link on the Agenda – this is a basic spreadsheet of people who have shown interest, and their areas of interest.
- Look at the spreadsheet and see if you see anything missing or if you have any suggestions.

#### **VI. Continue Discussion on Group Structure & Expectations - *Matt Dolphin***

**Matt Dolphin – Motion:** Create an Engagement, Funding and Planning Group –and that the Chair fill the groups with at least 3 people

- 2<sup>nd</sup> by *Quentin Comus*
- Approved Unanimously
- Tabled who will be on which sub-committee

A. Proposal: Engagement - Funding – Planning

*Matt* has been thinking about purpose, direction and how will split up – slideshow – at a crossroads. Clarification of purpose – recommendations to the board of directors.

Propose that we expand provide recommendations in support of CPRD regarding trails as well as the concept of those trails are within the CPRD and Heritage Trail System and connecting to. Open to allowing a free flow of ideas to the entire group. Chehalem Heritage Trail Plan in 2010 is important. Connect with neighbors, city, etc. Dig into plans – lots of reading/homework – divide. We also have new ideas. Oregon Trail – Ready, Set, Plan is a good guide. Three groups: Engagement, Funding, Planning. Goal of 100+ miles of trail.

Sub-Committee – can you be in more than one? Do we still meet as a whole committee?

*Quentin* – Example of how it might work: Trail idea comes in, and then sent to planning – goes back to committee for approval – Board approves – goes back to Committee to be assigned to sub-committee

VII. Review fill in the blank [answers](#) to be completed by all committee members

Current Or In Progress Trail Interests

*Cindy* and *Jill* will talk about updating the spreadsheet

. Future Trail Ideas/Interest

A. Activity Interest

### VIII. Conclude Chehalem Heritage Trails Advisory Committee

*Justin Patterson:* Don Clements should weigh in? He happened to be in the room and approved our direction.

**Next meeting is February 9 at 6pm.**

Meeting adjourned 7:00pm.