



## Oregon Recreation Trails Advisory Council

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# Minutes

Friday, January 27, 2017  
9:00 AM – 5:00 PM  
Coos History Museum  
1210 N. Front St.  
Coos Bay, Oregon

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### Housekeeping

Attendance: Lauralee Svendsgaard, Chair and District 5 (Coast Representative)  
Jim Thayer, District 1  
Joe Kresse, District 2  
Robert Spurlock, District 3  
Rod Sell, District 4  
Becky Wolf, District 5  
OPRD Staff: David Stipe, OPRD Staff  
Jodi Bellefeuille, OPRD Staff  
Carrie Lovellette  
Larry Becker

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Other Attendees: Tom Dixon, John Sweet, Scott & Celeste Timberlake, Susan Ferguson, Karen Gervais Weston, Larry Becker, Mike Miller, Brenda Cervates, Janet Andrews, Gary Stroup, Ed Kessler, Tort Godwin, Tom Orsi, and Elizabeth Spona.

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Agenda Item: Approval of the October 21, 2016 Minutes (Action)  
Presented by: David Stipe

The October 21, 2016 ORTAC meeting minutes were reviewed. After some discussion, the approval of the minutes was postponed.

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Agenda Item: Approval of the January 27, 2017 Minutes (Action)

The January 27, 2017 meeting agenda was reviewed and after some rearranging of the afternoon portion it was accepted.

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## Local Agency / Trail Advocate Updates

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Agenda Item: Coos Waterfront Walkway (Information)  
Presented by: Elizabeth Spona, CONNECT

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Agenda Item: City of Florence - Multi-Use Paths (Information)  
Presented by: Mike Miller, City of Florence

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Agenda Item: OCVA Regional Trails Plan (Information)  
Presented by: Eddie Kessler, OCVA Regional Trails Plan Representative & Ptarmigan Ptrails

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Agenda Item: OCT Cape Foulweather & Beaver Creek Boardwalk (Information)  
Presented by: David Stipe, OPRD

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Agenda Item: RTP Grants Program Update (Information)  
Presented by: Jodi Bellefeuille, OPRD

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Break for lunch.

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## Council Business Items

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Agenda Item: Unfinished Business (Information)

After some discussion, the Council suggested the structure of the minutes to follow the agenda with action items, needed tasks and timelines and should be simple with crucial information. It was suggested that they be completed within two weeks of the meeting.

Council stated that program updates with need tasks and timelines should be discussed at each meeting.

The awards program should be enhanced with designations and program updates at each meeting. Lauralee can submit suggestion for the awards program. Council feels it should be a special presentation; maybe at the Commission meeting.

Council also mentioned that they need to go out and do the trail evaluations and then re-certify every 5 years. The first on the list should be to reach out to the Peterson trail.



Council will devise a listing of designated trails and when they are up for review.

Council Member and OPRD Staff Roles and Responsibilities: After some discussion a timeline and assignment list was devised:

<b>TIMELINE</b>	<b>ASSIGNMENT</b>	<b>ASSIGNED TO</b>
<b>Notifications</b>		
90 Days	Notice to Agency and NGO contacts about ORTAC meeting in XX Location.	Council
60 Days	Email reminder by the region council member and a supplement to the contact list	Council
30 Days	Press Release. Email reminder to Contact List	Carrie
14 Days	Legal Notice	Carrie
<b>Transportation/Meals</b>		
90 days	Meeting venue options	Carrie
60 days	Lodging accommodations	Carrie
30 days	Friday evening meal planning	Council
30 days	Initial transportation/carpool Meeting venue set and indicated. Accommodations set and indicated	Carrie
15 days	Email reminder about logistics	Carrie
<b>Outing Planning</b>		
90 days	Discuss at end of current meeting. Reach out to local contact to arrange	Council
60 days	Confirm with local contact and guide if necessary	Council

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### Basecamp

The effectiveness of Basecamp was discussed. The Council is in agreement that it works well for their group and that they should stay with it.

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## ORTAC Facebook, Blog, and webpage Enhancement

Facebook and a blog page were discussed and dismissed. Too much time involved in monitoring them.

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## Council Standards

Council discussed setting some standards for the group—

How many meetings can a member miss? A general rule should be three absences in a row can be cause for a warning.

Is there a form the Council signs when applying? Yes.

Clarifying personal opinions and ORTAC opinions

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## Mission, Vision & Goals

Items tabled for future discussion.

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## Strategic Plan

The process discussed: come up with an item for the strategic plan, discuss on basecamp, send one week for review and then send a final and get approval through basecamp to adopt it.

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Agenda Item: New Business

(Information)

## Program Management

Doug Newman – Lauralee will fill these timeline out: Call End of February, Deadline end of March

## Trail Designation Review

- Ridge Trail designation recommendation to be made in April at the Commission Meeting
  - Others from October 2015 discussion/review
  - Basecamp Tour
  - Outings discussion for remaining 2017 meetings
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Meeting adjourned at 5:00 p.m.

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**Council Site Visits**

Saturday, January 28, 2017  
9:00 AM – 12:00 PM

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A walking tour of the Oregon Coast trail between Shore Acres and Cape Arago was completed.

Meeting Adjourned at 12:00 p.m.

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