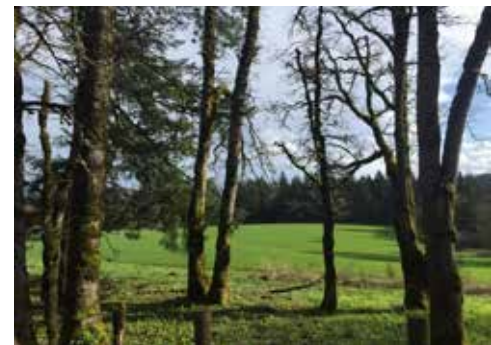


BOB AND CRYSTAL RILEE PARK

Chehalem Park & Recreation District

Master Plan Report



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Environmental Site Assessment (2016)	
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*=These are documents that supported the development of this master plan.

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MASTER PLAN



Existing Farmhouse

Introduction

The master planning for Bob and Crystal Rilee Park has been a multi-stage process that began when Chehalis Park & Recreation District (CPRD) acquired the property in January 2014. The first step was to establish baseline data in the form of an environmental and cultural assessment including base mapping and site analysis. NV5 (previously WHPacific, Inc.) prepared this first step: the **“Environmental Site Analysis”** report in 2016, which identified and mapped the existing uses, the natural resources, noted the jurisdictional land use protection measures, identified the opportunities and constraints, and established next steps. Following this, CPRD established an advisory committee that submitted the **“Plan Recommendations for the Bob and Crystal Rilee Park”** in 2019 which provided recommendations for future park improvements. In 2022, a fall intern for CPRD from Oregon State, produced a **“Trails Inventory and Mapping”** report. That report provided comprehensive data collection and analysis for every existing length of trail on the property.

This baseline information was essential to start a public involvement process and became the catalyst for the final step in the process: the **“Master Plan.”** NV5 prepared this Master Plan in 2023 and 2024 including an open house/public meeting, development of the program, collaboration with Park District Staff and review by the Parks Board, preparation of the master plan drawing and construction cost estimates.

The purpose of this report is to provide a vision and guide for the future development of Bob and Crystal Rilee Park. To achieve this vision, the Master Plan will stay true to CPRD’s mission to connect and enrich the community through parks, recreation, open space, natural resources, and educational opportunities.



Open House / Public Meeting

The first step in the process was to host an open house/public meeting, which was held on 06/21/2023, to have conversations with the community and current user groups about the park. Public notices were sent out to the surrounding neighborhood and known interested parties were invited including representatives from the equestrian, cycling, and hiking groups.

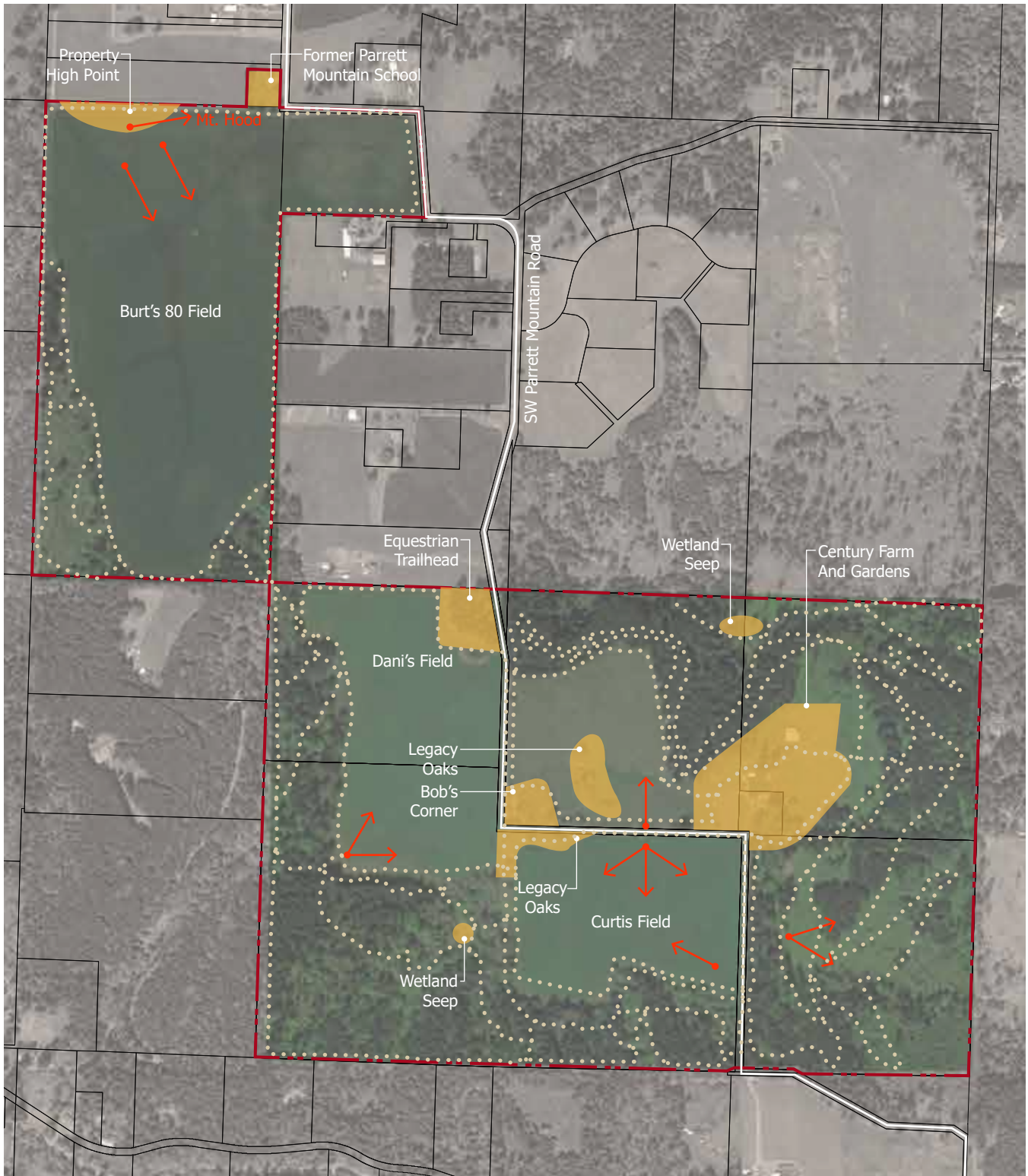
The design team came prepared with site analysis materials prepared during the first phase Environmental Site Analysis. Maps were presented showing the existing conditions, trails, farmhouse and outbuildings, and parking lots. Image boards were prepared to give the public ideas of the types of facilities found in other parks that could be improved or added at Bob and Crystal Rilee Park. These included images of:

- Trailhead Kiosks and Trail Signage
- Interpretive Signage
- Adventure/Nature Play
- Picnic Areas and Picnic Shelters
- Mountain Bike Trail Improvements
- Obstacle Course Racing
- Equestrian Trail Improvements
- Restroom Facilities
- Event Space Improvements
- Viewpoints and Seating Areas

The Opportunities and Special Places Plan, Century Farm Plan, and Precedent Image boards that were presented during the public meeting are shown on the following pages.



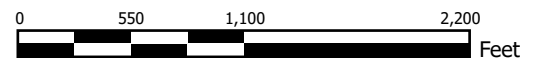
Open House Presentation

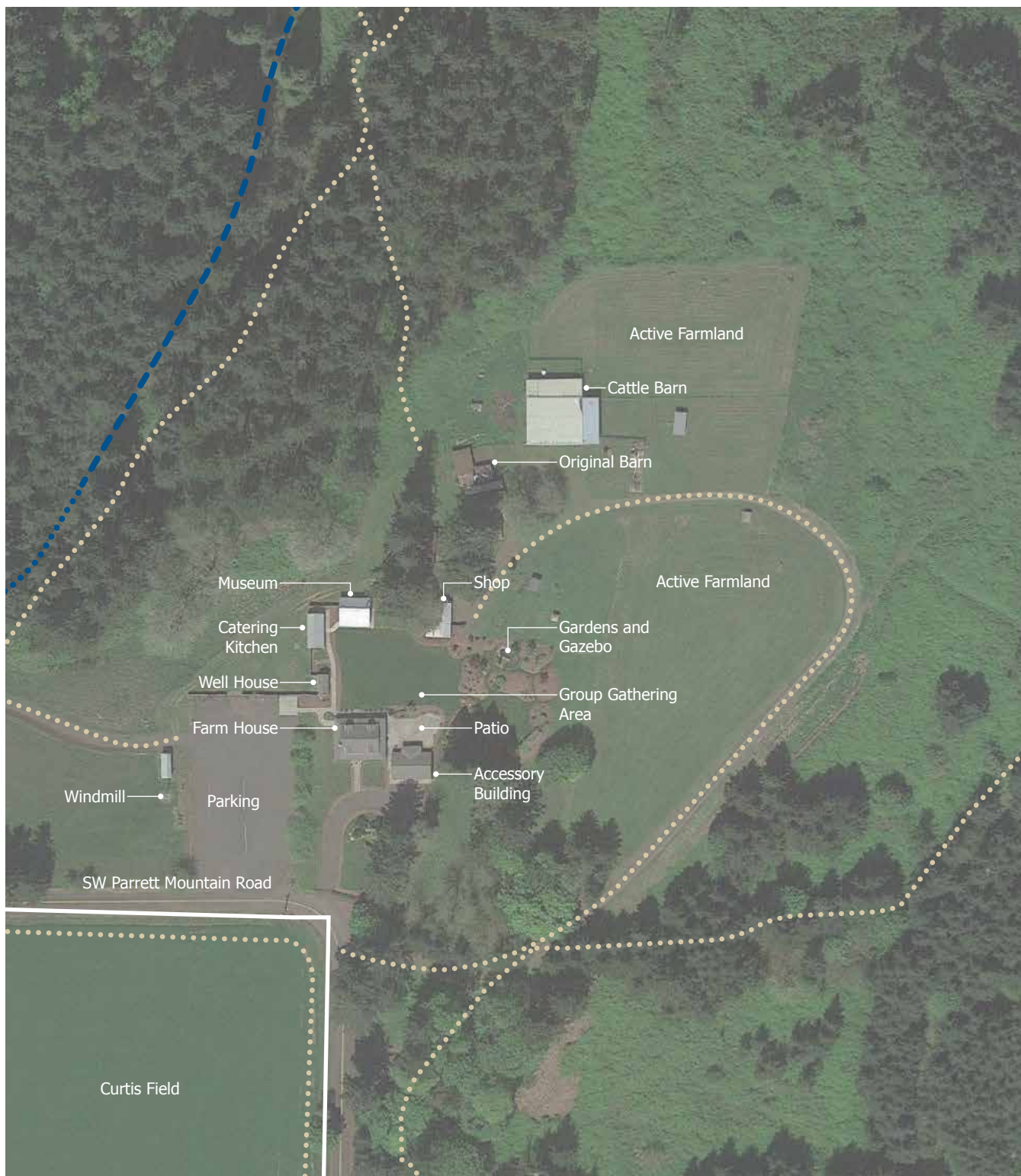


Legend

- Existing Trails
- Views
- Special Place

OPPORTUNITIES AND SPECIAL PLACES

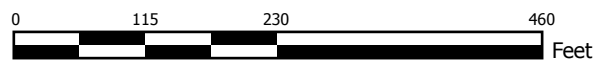




Legend

- Existing Trails
- Ephemeral Creek
- Intermittent Creek

CENTURY FARM AND GARDENS



EVENT SPACE IMPROVEMENTS



VIEWPOINTS & SEATING AREAS



EQUESTRIAN TRAIL IMPROVEMENTS



RESTROOM FACILITIES



ADVENTURE/ NATURE PLAY



PICNIC AREAS & PICNIC SHELTERS



MOUNTAIN BIKE TRAIL IMPROVEMENTS



Skills Area
- Drops
- Corners
- Roll overs

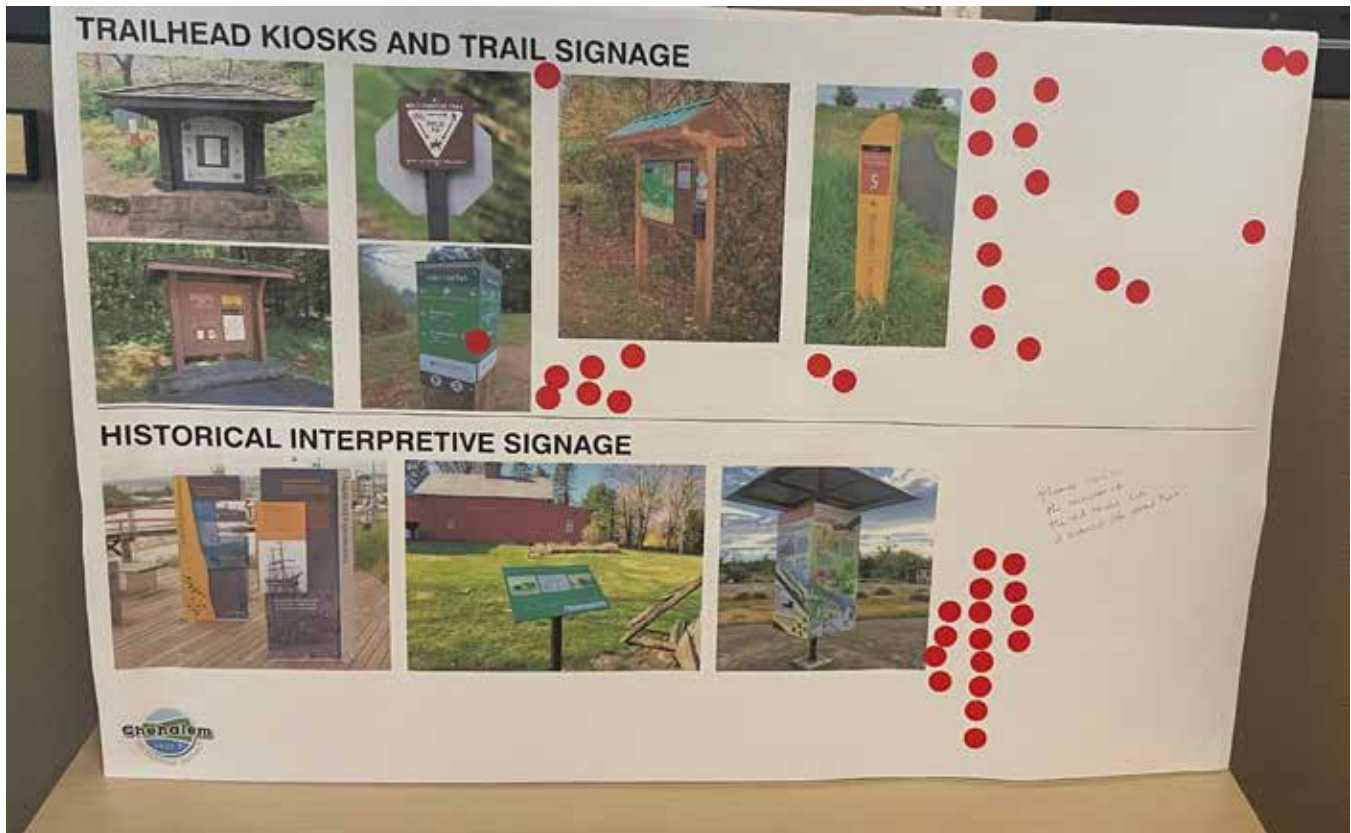


OBSTACLE COURSE RACING



Fundraising
Outdoor School





Open House Documentation

The goal of the open house was to provide information to the public and receive their feedback. As such, following the design team's presentation of the park's existing conditions and potential improvements, the design team and CPRD staff fielded questions from the audience. The design team recorded detailed notes of attendees' comments and questions. At the conclusion of the discussions, attendees were given the opportunity to vote for the elements they felt were the highest priority. Each attendee was given three dot stickers to put on the printed image boards adjacent to their selected topic.

The design team compiled the comments and weighting factors of the voting and used this public input as the basis for the programming for the master plan. A copy of the meeting notes from the open house is included as Appendix A. A total of 74 people cast a total of 222 votes. The results of the voting exercise are as follows:

- Equestrian Trail Improvements (85)
- Mountain Bike Trail Improvements (43)
- Trailhead Kiosks and Trail Signage (27)
- Adventure/Nature Play (19)
- Interpretive Signage (16)
- Restroom Facilities (13)
- Viewpoints and Seating Areas (9)
- Picnic Areas and Picnic Shelters (5)
- Obstacle Course Racing (4)
- Event Space Improvements (1)

Preliminary Program Development

Following the public meeting, the design team met with CPRD staff and reviewed the comments and the compiled voting data and formulated the program to guide the design of the master plan. It was agreed during this meeting that the public should be involved in the review of design alternatives by identifying and inviting representatives from specific user groups to be involved in a focus group. The meeting minutes from this visioning session can be found in Appendix B. The three Master Plan Alternative drawings on the following pages are a direct result of the open house, public input, and developed programming. The program was divided into three priority levels based on the following factors: #1 - Improvements related to safety, #2 - Improving existing facilities, and #3 - New program elements.

Priority #1 Program Elements:

- Site security:
 - » Locking/ automated gates at all parking lots
 - » Security cameras at parking lots
- Safe trail crossing(s) of Parrett Mountain Road
- Trail design and maintenance standards:
 - » Develop equitable trail user guidelines
 - » Trail surfacing to allow for safer year-round access
 - » Add steep trail warning signs. Realign steep trails to be more manageable.
 - » Trail vegetation clearing
- Develop fire mitigation plan w/ TVFR
- Equestrian improvements:
 - » Mounting blocks
 - » Tie rails
- Cycling improvements:
 - » Bike repair station
 - » Bike racks
- Develop an environmental management plan:
 - » Control invasive species
 - » Protect water resources
 - » Oak savannah restoration areas and standards
- Develop a “Park Stewards” program for volunteers to help maintain the park and feel enabled to notify other park users of park rules

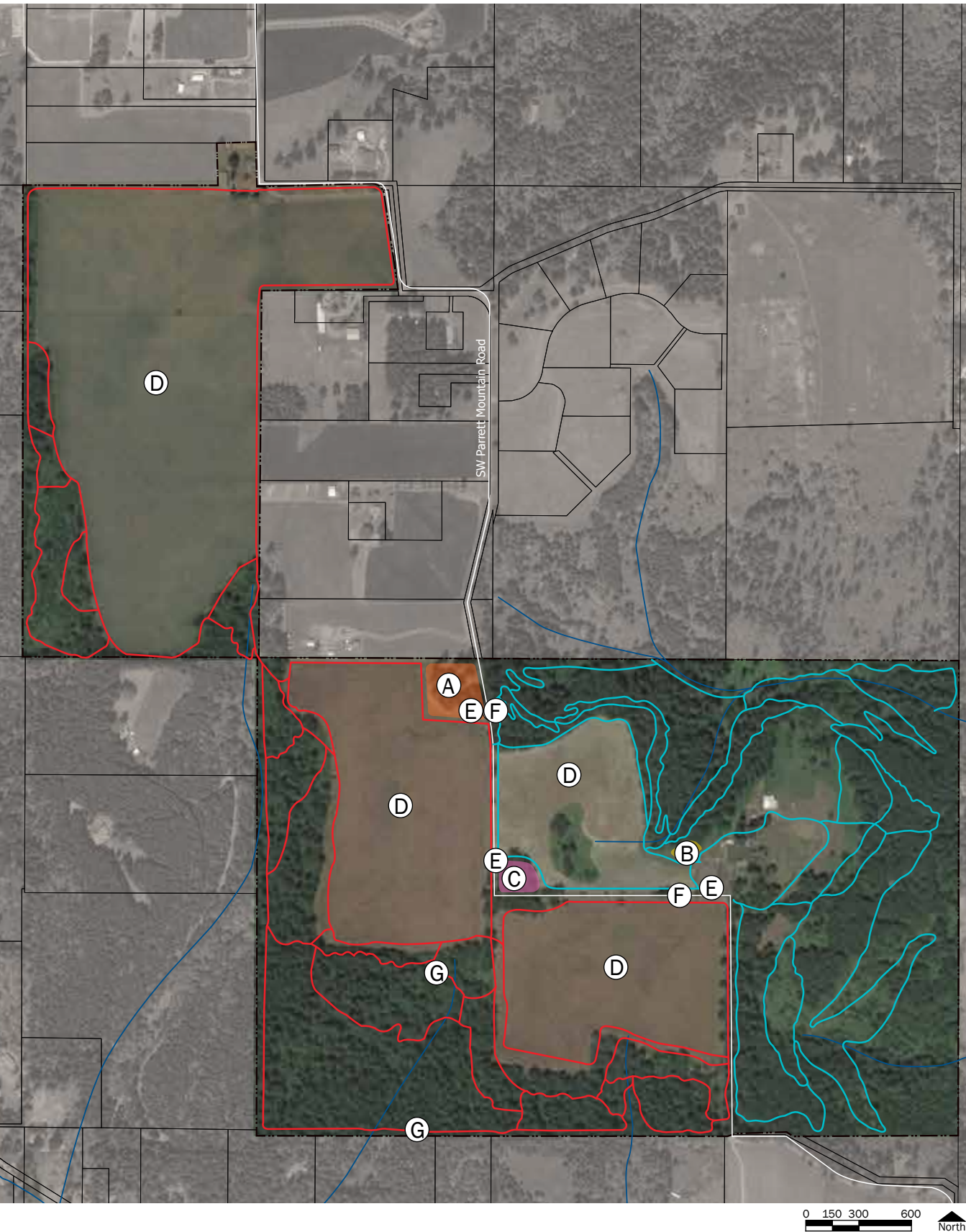
Priority #2 Program Elements:

- Park Signage:
 - » Parking lot entry signs
 - » Posted park hours and rules signs
 - » Park maps posted at trailheads
 - » Trail wayfinding signage throughout the park
- Trailhead improvements:
 - » Trailhead kiosks
 - » Permanent restroom facilities
 - » Pedestrian seating, picnic areas, and/or a picnic shelter
 - » Trash receptacles
 - » Dog waste stations w/ dog rules sign




Priority #3 Program Elements:

- Nature-play playground
- Historical and environmental interpretive signage program
- Add seating area at north end viewpoint
- Add seating area at southeast viewpoint
- Add a picnic and lawn area near the old spring and spring house
- Add small parking lot and trailhead at the north end of the property

Master Plan Alternative A



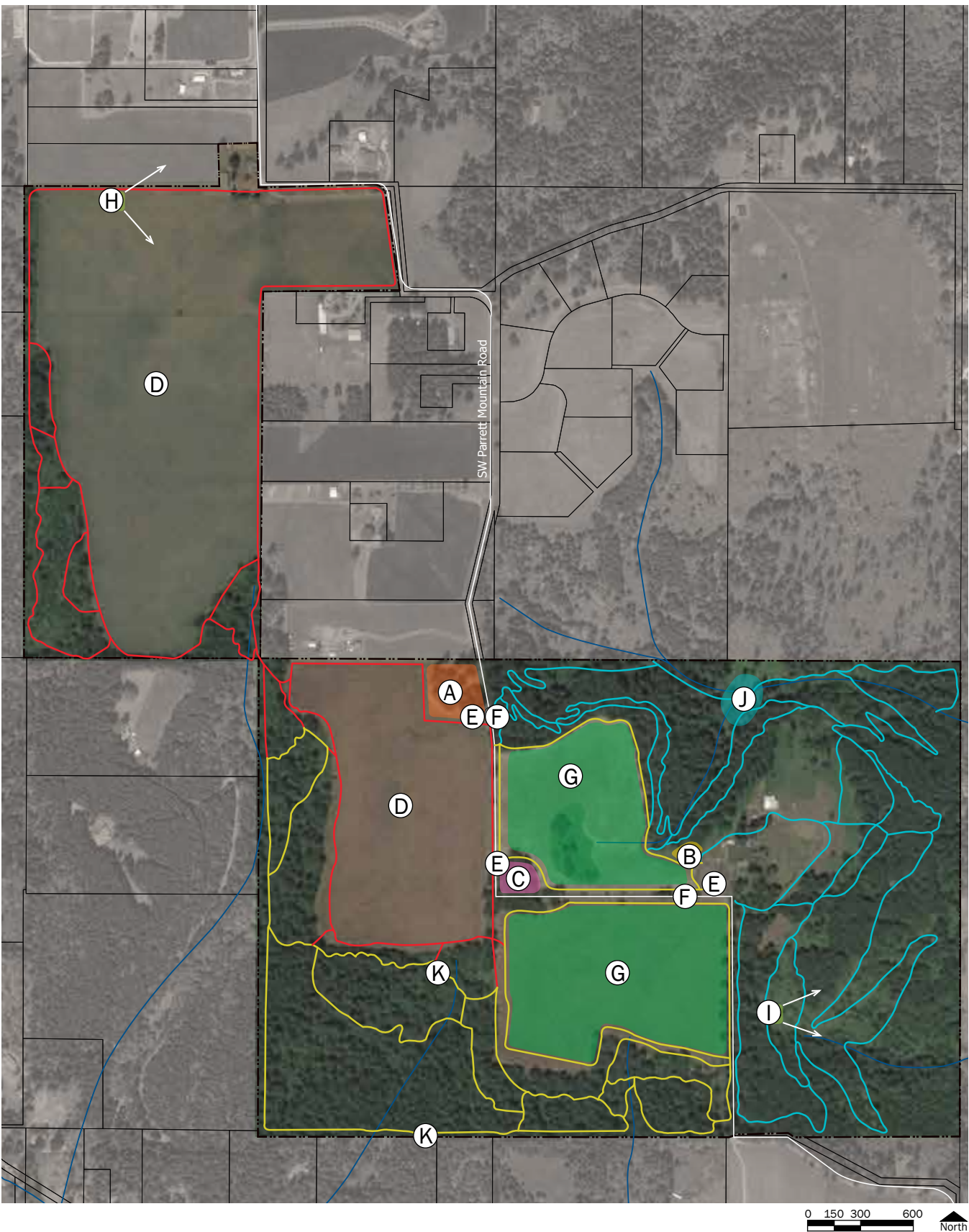
Legend

- | | |
|---|--|
|  Equestrian and Pedestrian Only Trail | Ⓓ Existing Agriculture Field to Remain |
|  Mountain Biking and Pedestrian Only Trail | Ⓔ Automated Access Gates at Parking Lots |
|  Creek or Drainage Corridor | Ⓕ Trail Crossing of Parrett Mountain Road with Signage |
| Ⓐ Equestrian Trailhead Improvements: | Ⓖ Realign Trail w/ Switchback to Reduce Grade |
| - Trailhead kiosk with trail map | |
| - Mounting blocks and tie rails | |
| - Manure composting bin | |
| Ⓑ Mountain Bike Trailhead Improvements: | |
| - Trailhead kiosk with trail map | |
| - Bike repair station | |
| Ⓒ Bob's Corner Trailhead Improvements: | |
| - Trailhead kiosk with trail map | |
| - Picnic tables | |





General Site Improvements

- Park Signage
 - Entry signs
 - Park rules and hours posted
 - Maps at each trailhead
 - Directional signage throughout the park
- Trail surfacing improvements
 - 1/4"-0 gravel
 - Wood chips
- Trash receptacles at trailheads
- Dog waste stations at trailheads
- Benches at trailheads and other specific locations
- Implement Fire Mitigation Plan with TVFR

Master Plan Alternative B



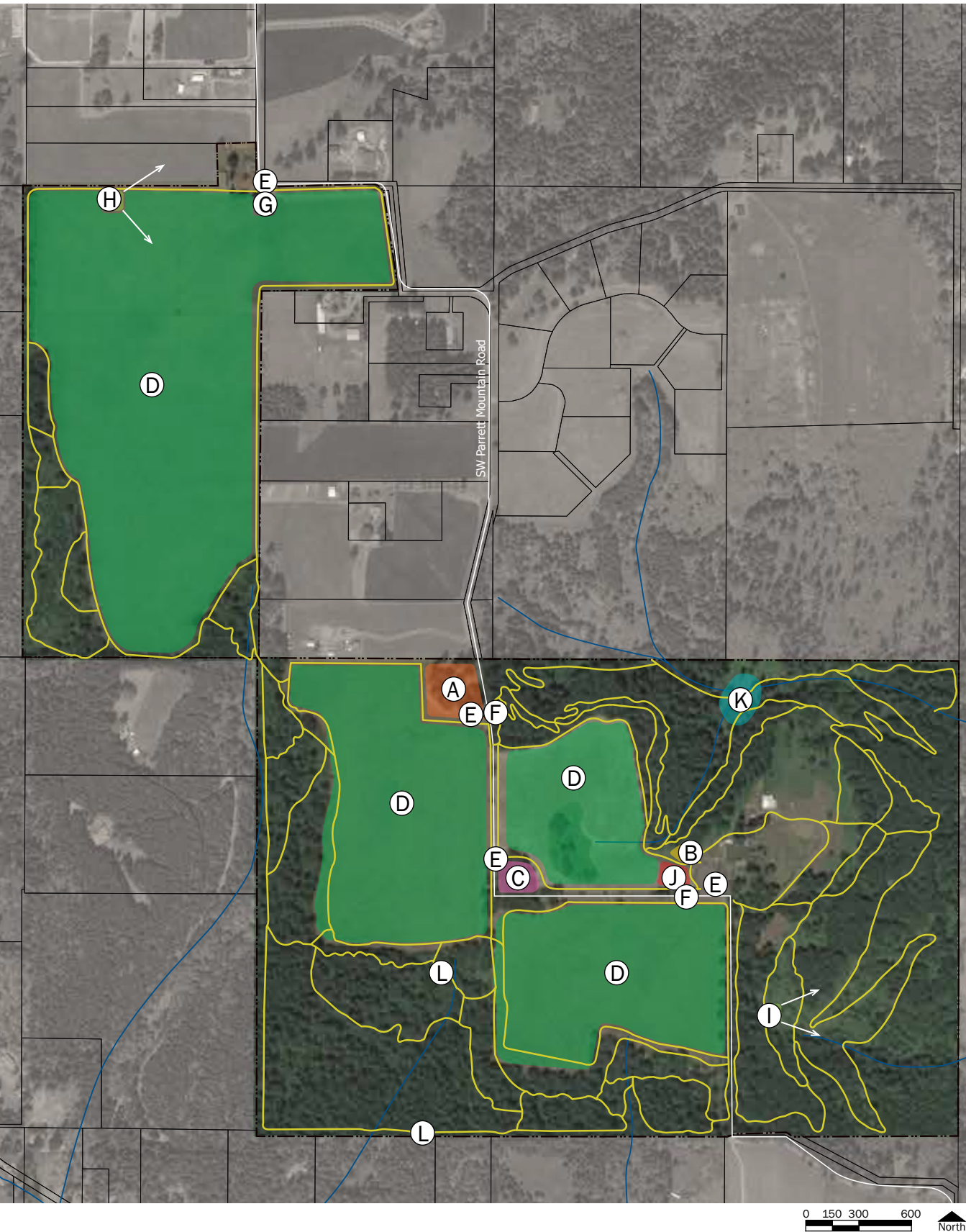
Legend

-  Equestrian and Pedestrian Only Trail
-  Mountain Biking and Pedestrian Only Trail
-  Equestrian, Mtn Biking, Pedestrian Trail
-  Creek or Drainage Corridor
- Ⓐ Equestrian Trailhead Improvements:
 - Expand parking lot
 - Trailhead kiosk with trail map
 - Vault toilet
 - Picnic tables
 - Mounting blocks and tie rails
 - Manure composting bin
- Ⓑ Mountain Bike Trailhead Improvements:
 - Trailhead kiosk with trail map
 - Bike repair station
- Ⓒ Bob's Corner Trailhead Improvements:
 - Trailhead kiosk with trail map
 - Picnic tables
- Ⓓ Existing Agriculture Field to Remain
- Ⓔ Automated Access Gates at Parking Lots
- Ⓕ Trail Crossing of Parrett Mountain Road With Signage
- Ⓖ Convert Fields to Oak Savannah
- Ⓗ Viewpoint with Picnic Table. Views of Mt. St. Helens, Mt. Hood, and Mt. Jefferson
- Ⓘ Viewpoint with Picnic Table. View of Mt. Hood
- ⓵ Picnic and Lawn Area
- Ⓚ Realign Trail w/ Switchback to Reduce Grade


General Site Improvements

- Park Signage
 - Entry signs
 - Park rules and hours posted
 - Maps at each trailhead
 - Directional signage throughout the park
- Trail surfacing improvements
 - 1/4"-0 gravel
 - Wood chips
- Trash receptacles at trailheads
- Dog waste stations at trailheads
- Benches at trailheads and other specific locations
- Implement Fire Mitigation Plan with TVFR
- Interpretive signage (historical and environmental)

Master Plan Alternative C



Legend

 Equestrian, Mtn Biking, Pedestrian Trails

 Creek or Drainage Corridor

Ⓐ Equestrian Trailhead Improvements:

- Expand parking lot
- Trailhead kiosk with trail map
- Vault toilet
- Picnic shelter
- Mounting blocks and tie rails
- Manure composting bin

Ⓑ Mountain Bike Trailhead Improvements:

- Trailhead kiosk with trail map
- Bike repair station
- Picnic shelter

Ⓒ Bob's Corner Trailhead Improvements:

- Trailhead kiosk with trail map
- Vault toilet
- Picnic shelter

Ⓓ Convert Fields to Oak Savannah

Ⓔ Automated Access Gates at Parking Lots

Ⓕ Trail Crossing of Parrett Mountain Road With Signage

Ⓖ New Parking Lot and Trailhead

Ⓗ Viewpoint Shelter w/ Picnic Table. Views of Mt. St. Helens, Mt. Hood, and Mt. Jefferson

Ⓐ Viewpoint Shelter w/ Picnic Table. View of Mt. Hood

Ⓙ Nature-Play Playground

Ⓚ Picnic and Lawn Area with Expanded Pond Feature

Ⓛ Realign Trail w/ Switchback to Reduce Grade

General Site Improvements

- Park Signage
 - Entry signs
 - Park rules and hours posted
 - Maps at each trailhead
 - Directional signage throughout the park
- Trail surfacing improvements
 - 1/4"-0 gravel
 - Wood chips
- Trash receptacles at trailheads
- Dog waste stations at trailheads
- Benches at trailheads and other specific locations
- Implement Fire Mitigation Plan with TVFR
- Interpretive signage (historical and environmental)

Focus Group Review Meeting

The Focus Group was created following the Open House meeting to solicit targeted feedback from people who have had history using, observing, and/or managing the property. CPRD identified individuals for the Focus Group who 1) either volunteered or expressed interest in being available for continuing conversations regarding the park, and 2) represented specific park user groups. Focus Group members included Brian Bowman, Jon Globig, Danna Kemp, Cindy Riggs, Hope Robertson, Pete Siderius, and Wendy Wente. This group represents those active in equestrian trail riding, mountain biking, hiking, and ecology, as well as park neighbors, a previous Crystal Rilee Foundation Board member, previous Advisory Committee members, a current Chehalem Heritage Trails Committee member, and a previous CPRD Board member.

Members of the Focus Group, the design team, and CPRD staff met on 09/12/2023. The agenda of the Focus Group meeting was to review the existing park conditions and results of the Open House voting exercise, review the list of proposed master plan general improvements, review the three draft master plan design alternatives, and then gather feedback. The desired outcome of this meeting was to summarize the comments, themes, and feedback to help inform the final master plan list of improvements and design. Following a presentation by the design team, the Focus Group members were invited to ask questions and provide feedback, for which the design team and CPRD staff provided responses. The design team once again recorded detailed notes of comments and questions. These meeting notes are included as Appendix D. The general feedback received from the Focus Group included:

- CPRD should consider revenue generation at the park, either through events, membership fees, and/or access charges, especially for those visitors to the park who come from out-of-District.
- Keep the trail usage the same as it is now, with equestrians west of Parrett Mountain Road and cyclists east. Pedestrians should have access everywhere throughout the park.
- CPRD should establish a timber management plan, as the current timber areas are too dense.
- Horse trailer parking should be separated from general parking at the equestrian trailhead.
- A specific off-leash dog area may help to prevent people from walking dogs off-leash on trails.
- Clean up the wetland area and old spring house, to become an asset for the property.
- Maintain the history of the property within the master plan design.
- There should be a focus on pedestrians and families, not just equestrians and cyclists.

CPRD Board Decision to Remove Cycling

During the CPRD Board meeting on 09/28/2023, there was a motion to remove cycling access to the park, which passed by a vote of 3 to 2. Following this decision by the Board, the design team was instructed by CPRD staff to eliminate all mountain biking improvements and mountain biking access on all trails. For this reason, all mountain biking improvements have been removed and all of the trail segments shown in the final master plan allow for equestrian and pedestrian access only.

Final Program Development and Priorities

Following the CPRD Board decision to remove cycling from the park, and once CPRD staff and the Focus Group provided review comments on the three Master Plan alternatives, a final list of program elements was developed for the project. This list of program elements was shared with the CPRD Board during a Special Board Meeting: Work Session on June 6, 2024 for comment. The minutes from this meeting can be found in Appendix G. The list of program elements and park improvements below was finalized and divided into three priority levels based on feedback from the CPRD Board, CPRD Staff, the Focus Group and the following factors: #1 - Improvements related to safety, #2 - Improving existing facilities, and #3 - New program elements.

Priority #1 Program Elements:

- Site security:
 - » Automated gate access at parking lots
- Safe trail crossing(s) of Parrett Mountain Road
- Trail design and maintenance standards:
 - » Trail surfacing to allow for safer year-round access
 - » Add steep trail warning signs. Realign steep trails to be more manageable.
 - » Trail vegetation clearing
- Develop fire mitigation plan w/ TVFR

Priority #2 Program Elements:

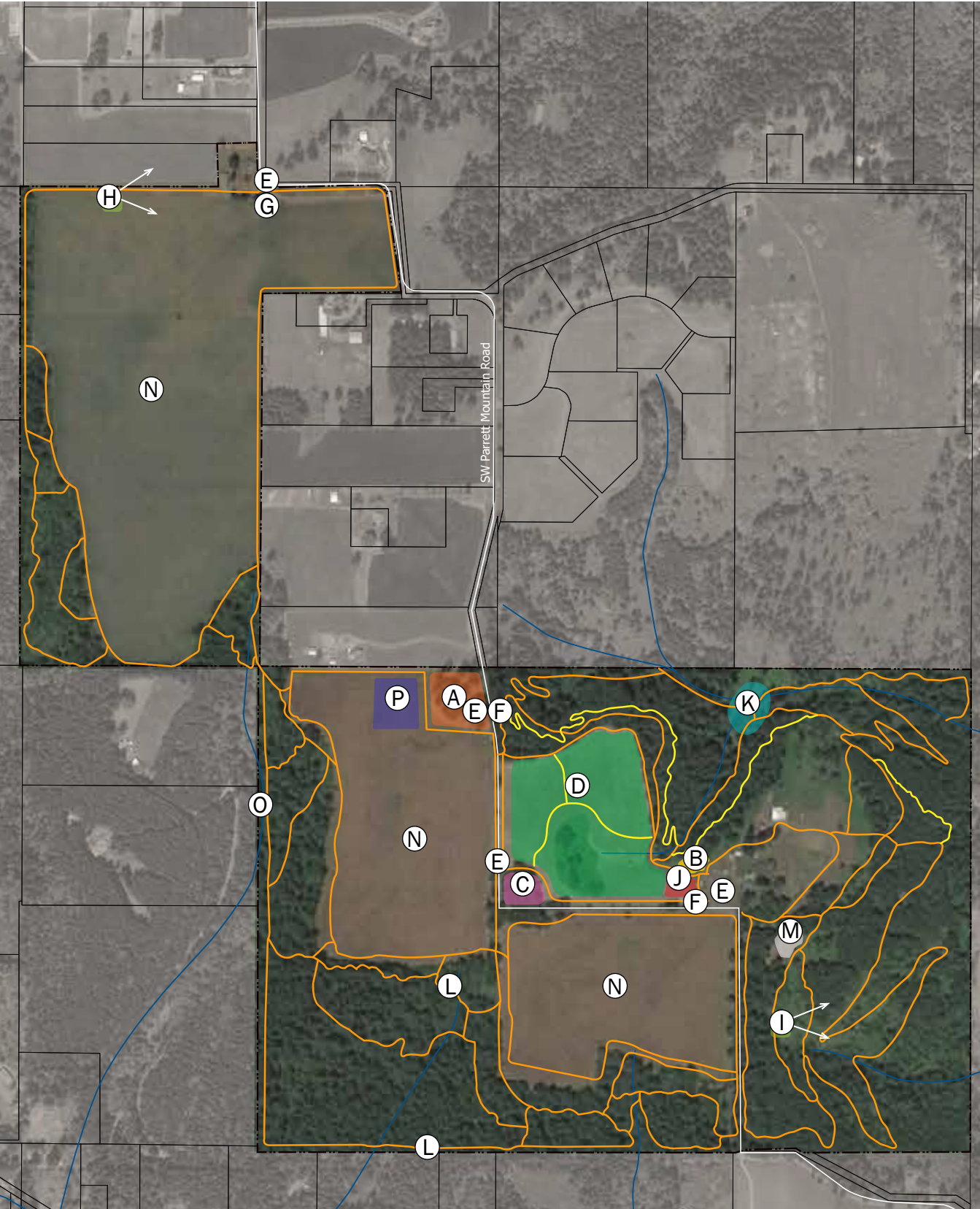
- Park Signage:
 - » Parking lot entry signs
 - » Posted park hours and rules signs
 - » Park maps posted at trailheads
 - » Trail wayfinding signage throughout the park
- Farmhouse trailhead and Bob's Corner trailhead improvements:
 - » Trailhead kiosk with trail map
 - » Vault toilet
 - » Picnic shelter and tables
 - » Trash receptacle
 - » Dog waste stations
- Equestrian trailhead improvements:
 - » Mounting blocks and tie rails
 - » Expand parking lot to include dedicated horse trailer parking
 - » Trailhead kiosk with trail map

- » Picnic shelter and tables
- » Vault toilet
- » Trash receptacle
- Convert agriculture field west of farmhouse to oak savannah
- Trail surfacing improvements:
 - » 1/4"-0 gravel
 - » Wood chips

Priority #3 Program Elements:

- Nature-play playground
- Historical and environmental interpretive signage program
- Add seating area at north end viewpoint
- Add seating area at southeast viewpoint
- Add a picnic and lawn area near the old spring and spring house
- Add small parking lot and trailhead at the north end of the property
- Benches at trailheads and along trails
- Elevated boardwalk for trail segment that floods in the winter months
- Fenced off-leash dog area
- Restored wetland and spring house
- Equestrian Improvements
 - » Covered arena with stable
 - » Obstacle course

Final Master Plan



Legend

 Trail: Equestrian and Pedestrian Use

 Trail: Pedestrian Use Only

 Creek or Drainage Corridor

Ⓐ Equestrian Trailhead Improvements:

- Expand parking lot with dedicated horse trailer parking
- Trailhead kiosk with trail map
- Vault toilet
- Picnic shelter
- Mounting blocks and tie rails

Ⓑ Farmhouse Trailhead Improvements:

- Trailhead kiosk with trail map
- Picnic shelter
- Vault Toilet

Ⓒ Bob's Corner Trailhead Improvements:

- Trailhead kiosk with trail map
- Vault toilet
- Picnic shelter

Ⓓ Convert Fields to Oak Savannah

Ⓔ Automated Access Gates at Parking Lots

Ⓕ Trail Crossing of Parrett Mountain Road With Signage

Ⓖ New Parking Lot and Trailhead

Ⓗ Viewpoint Shelter w/ Picnic Table. Views of Mt. St. Helens, Mt. Hood, and Mt. Jefferson

Ⓘ Viewpoint Shelter w/ Picnic Table. View of Mt. Hood

⓵ Nature-Play Playground

Ⓚ Picnic shelter and Lawn Area with Restored Wetland and Restored Spring House

Ⓛ Realign Trail w/ Switchback to Reduce Grade

Ⓜ Fenced Off-Leash Dog Area

Ⓝ Fields to Remain in Use for Agriculture Purposes

Ⓞ Elevated Boardwalk at Area Prone to Winter Flooding.

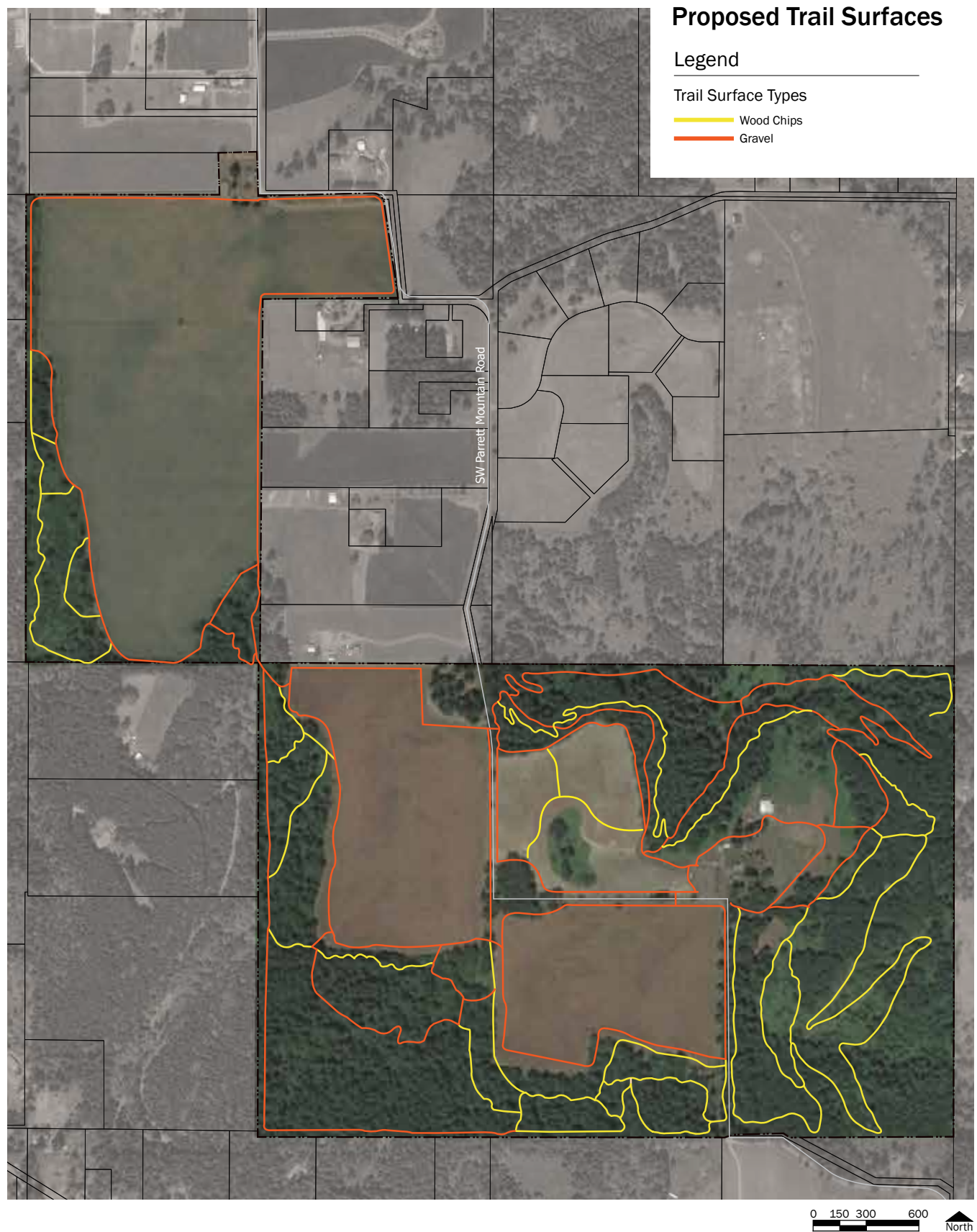
Ⓟ Equestrian Improvements Area

- Covered Arena with Stables
- Obstacle Course

General Site Improvements

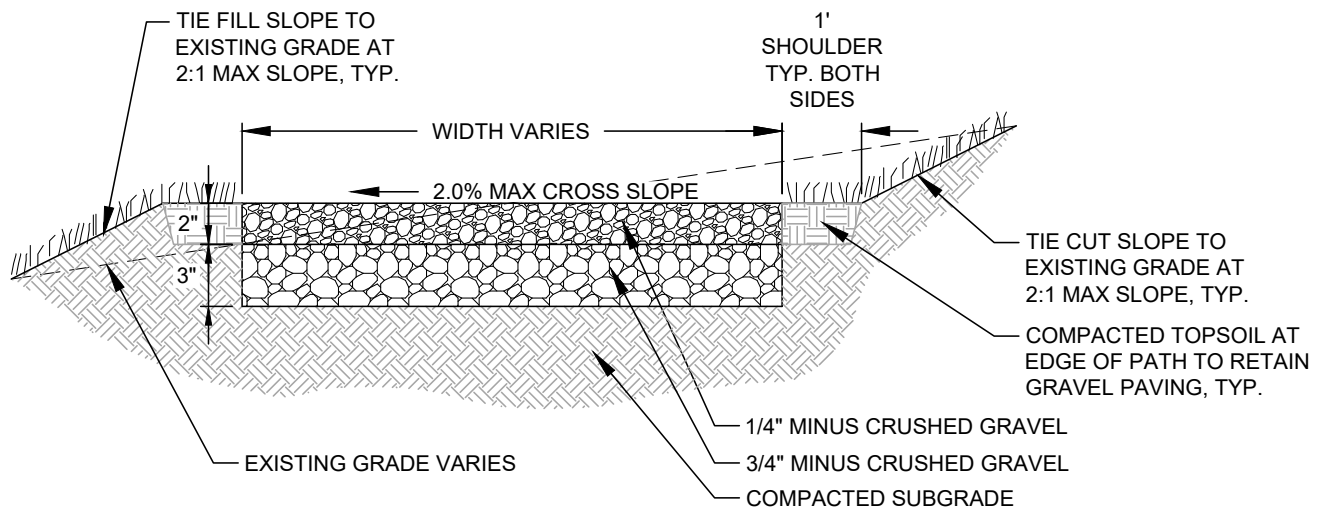
- Park Signage
 - Parking lot entry signs
 - Park rules and hours posted at trailheads
 - Park and trails map at each trailhead
 - Wayfinding signage throughout the park
- Interpretive signage (historical and environmental)
- Trail surfacing improvements
 - 1/4"-0 gravel
 - Wood chips
- Trash receptacles at trailheads
- Dog waste stations at trailheads
- Benches at trailheads and other specific locations
- Implement fire mitigation plan w/ TVFR

Proposed Trail Standards

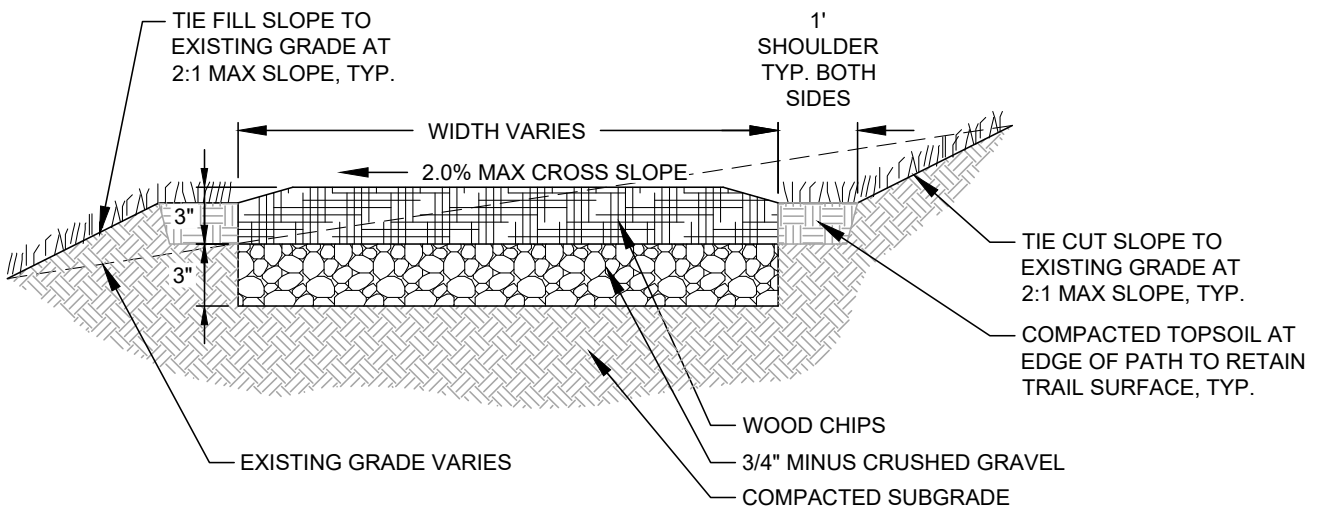


Trail Design Standards

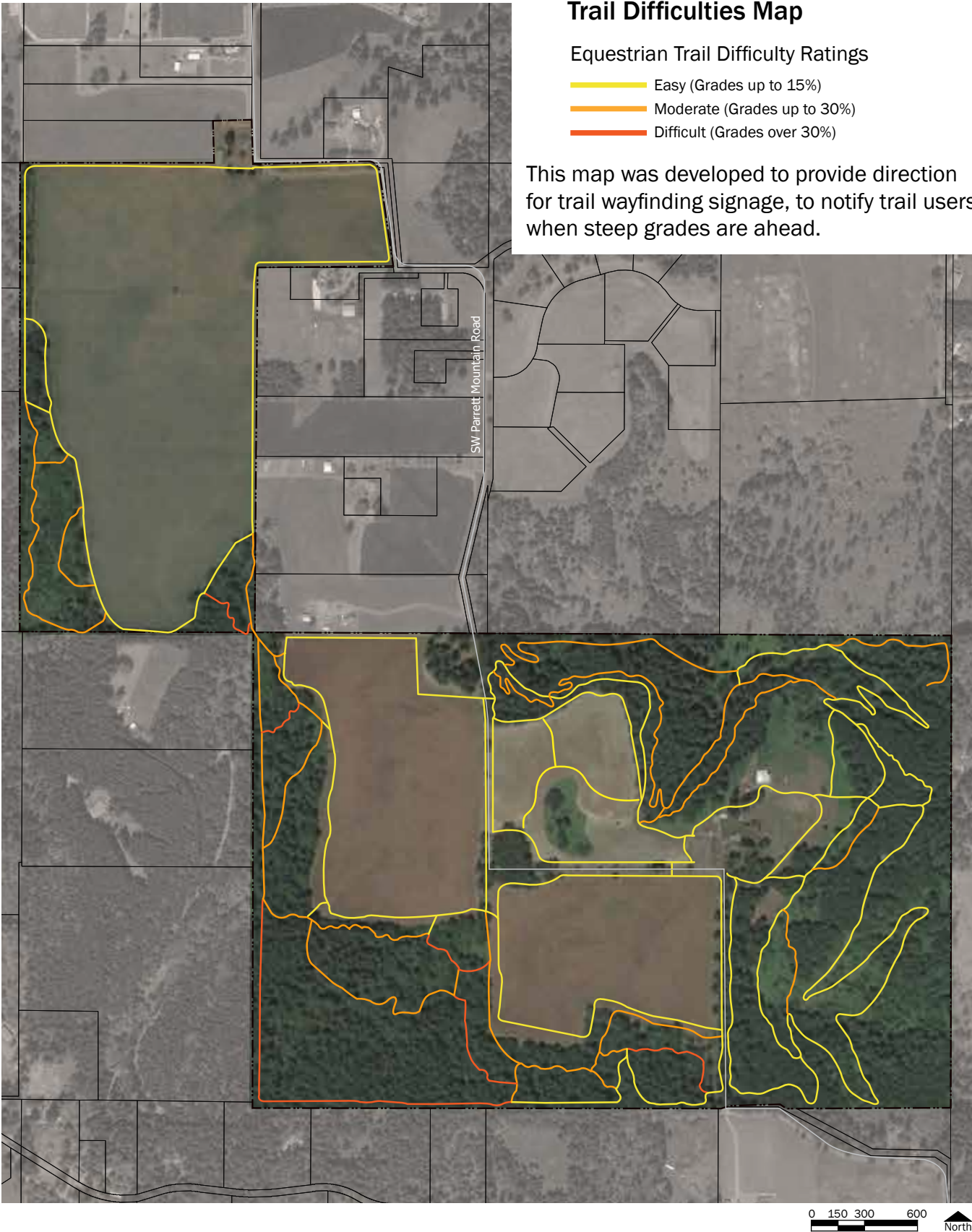
Trail surface and clearing standards have been developed with the goal to improve user safety, reduce trail maintenance, and provide year-round trail access. Trail widths vary depending on specific site conditions, site constraints, and access needs. The Trail Surface Plan on the previous page illustrates where trails should be improved per the details below. An aggregate binder may be added to help with trail stabilization.



Gravel Trail Detail



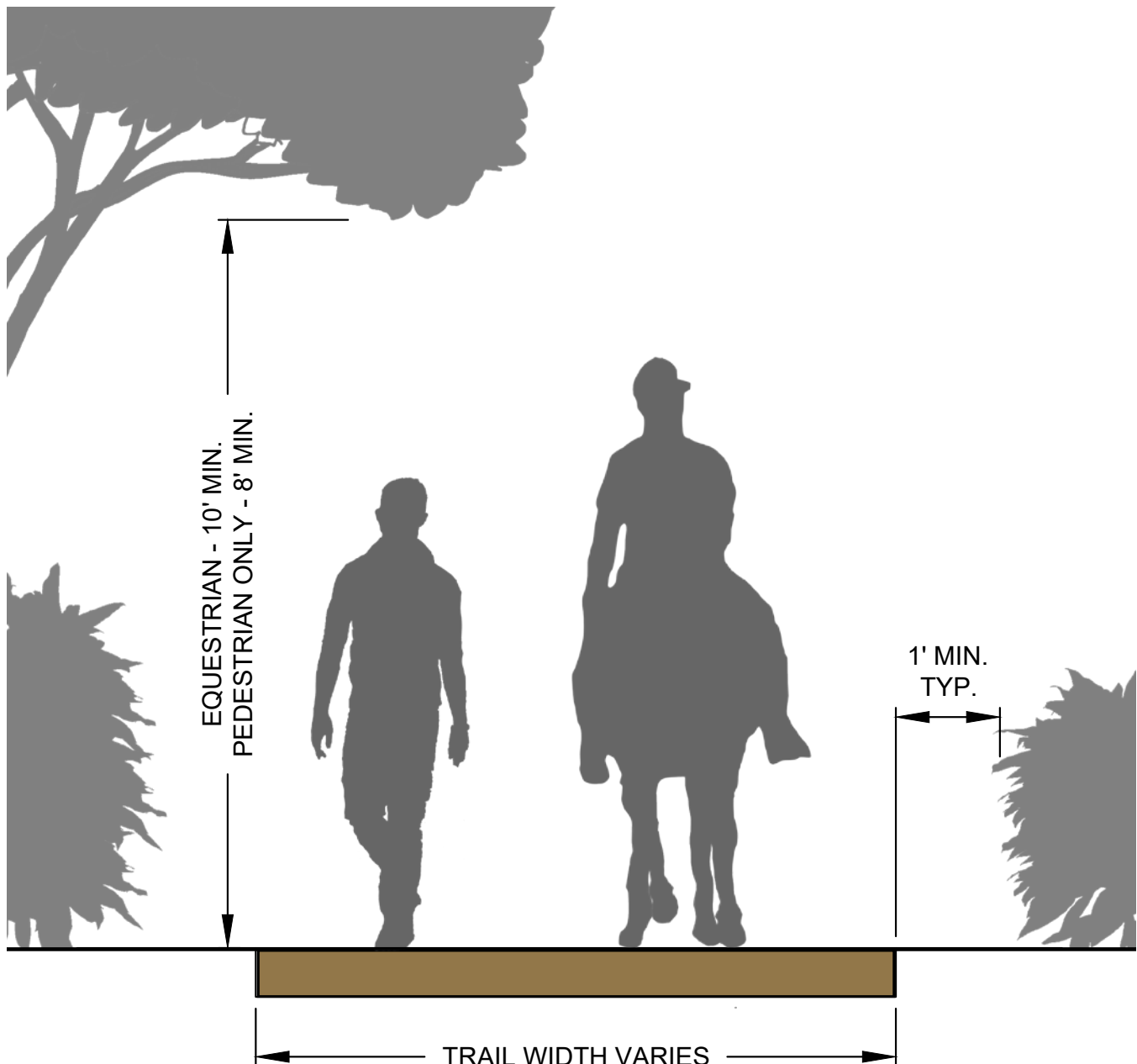
Wood Chip Trail Detail



Trail Clearing Standards

Equestrian/Pedestrian Trails: Vegetation surrounding equestrian/pedestrian use trails should be cleared to a 10' head clearance and side clearance of 1' beyond the edge of trail.

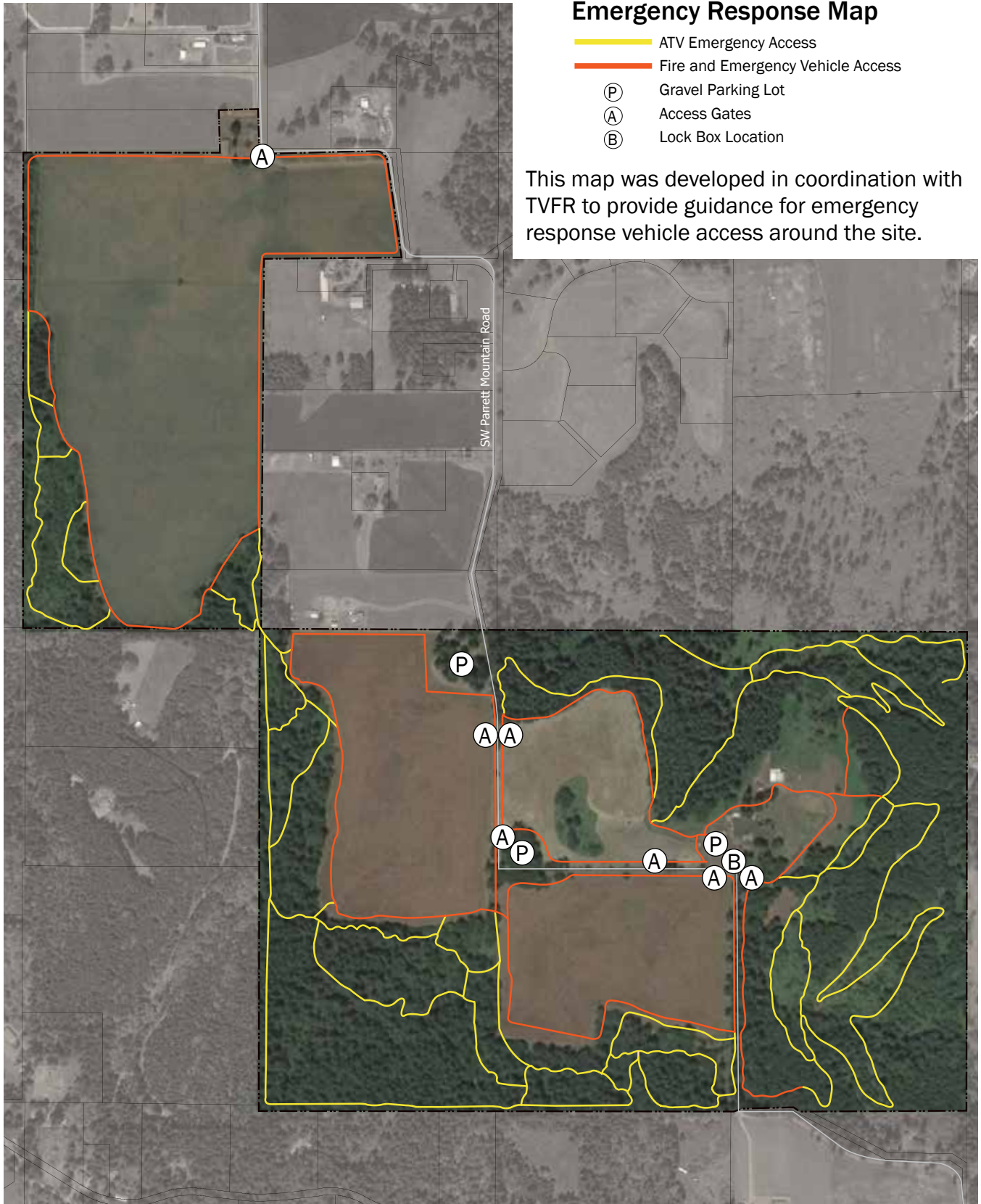
Pedestrian-Only Trails: Vegetation surrounding pedestrian-only trails should be cleared to an 8' head clearance and side clearance of 1' beyond the edge of trail.



Emergency Response Map

- ATV Emergency Access
- Fire and Emergency Vehicle Access
- (P) Gravel Parking Lot
- (A) Access Gates
- (B) Lock Box Location

This map was developed in coordination with TVFR to provide guidance for emergency response vehicle access around the site.



Vegetation Management Plan

An Environmental Site Analysis was completed for the park in 2016. The analysis provides documentation for the existing plant communities on site, what invasive plant species are present on site and where, and a native plant list. One area of concern is the presence of invasive plant species. Below is a list of these invasives and methods for their control and/or removal. Total removal of invasives would be difficult for the entire park given the size of the property, so it may be limited to specific areas around the farmhouse and trailheads.

- Invasive plants species and list of ways to remove and dispose of them:
 - Himalayan Blackberry: Himalaya Blackberry canes will be cut at their base and off-hauled. The root balls will be dug by hand and also off-hauled. Sucker sprouts which appear will be treated with an herbicide to kill the above ground sprout and its root system.
 - Scotch Broom: Cut the main stem at soil level or just below, do not leave a stem above ground. If suck sprouts appear, treat them with an herbicide to kill the above ground sprout and its root system.
 - English Ivy: While not observed on site, it can be found in the area. Removal of English Ivy will consist of digging out the roots and off-hauling all vegetative growth. Long-term control will consist of digging out and removing sprouts and seedlings which appear.
- Invasive plants species control methods:
 - Himalayan Blackberry: Cut canes at the ground level with a mower or other methods. Avoid mowing or cutting when seeds are ripe.
 - Scotch Broom: Cut at the ground level with a mower or other methods. Avoid mowing or cutting when seeds are ripe.
 - English Ivy: Cut at the ground level with a mower or other methods.
- Weed Control: Place mulch around the base of all planted trees and shrubs after planting to discourage weed growth. Inspect all planted trees and shrubs in the spring and remove all weeds that have been established. Repeat this inspection in the summer and remove all weeds that have established. Replace mulch as needed.
- Forestry Plan: Contract with a forester familiar with fire suppression to obtain standards for forest management needs of the property, including the thinning of existing stands of trees.
- Wetland Restoration: When CPRD decides to restore the wetland surrounding the old spring house, a wetland scientist should be consulted to complete a wetland delineation and condition report and then develop standards for restoration.

Farmhouse Inventory and Recommendations

Scott Edwards Architecture completed a detailed assessment of the existing farmhouse, outbuildings, and parking lot. Following this analysis, a proposed site plan and parking plan for the farmhouse was developed to provide CPRD with an idea of what the property can become in the future. The complete building Inventory, Review, and Recommendations document can be found in Appendix K.

Existing Farmhouse Site Plan Key

A. Parking Area

Open gravel lot currently with no striping. Antique farming equipment displayed at north end.

B. Accessible Parking Access

Concrete pad at NE corner of parking area, connected to accessible route to Farmhouse.

C. Concessions Building

(24'-2"x8'-4") Portable building sited at west edge of Parking Area with access to trails.

D. Farmhouse

(40'-5"x30'-5" house, 53'-3"x43'-2" with covered porch)
Gabled farmhouse with wrap around porch, interior kitchen, living and dining room, bedroom, and ground floor restroom.

E. Farmhouse Event Terrace

Stamped concrete terrace at east end of farmhouse with outdoor kitchen.

F. Pergola

(24'x6') partially covered wood and steel structure for events, some rot noted in structure.

G. Farmhouse Garage

(42'-3"x28'-4") Building holds the Archive at the east end and a two car garage used for storage at the west side.

H. Well House

(22'-4"x10'-4") Building houses large water storage tank.

I. Catering Kitchen

(36'-6"x17'-5") Building houses a small kitchen at the south end and an accessible toilet room at the north end. Existing door threshold is too tall, door hardware may need to be replaced, ADA signage is needed, toilet

accessories (mirror and paper towels) need adjustment to comply with height and clearance requirements. Shower is being used for storage and needs review for accessibility requirements.

J. Museum

(32'-5"x22'-5") Building has a covered porch and houses some history display items viewed through windows.

K. Shop

(20'-5"x23'-7") Original Barn/Stable housing a variety of antique farming equipment and a stagecoach.

L. Original Barn

(22'-9"x14'-8") Old building is in pretty poor shape. Houses an antique tractor and a wagon.

M. Original Barn Outbuilding 1

(32'-6"x16'-2") Building is poor shape. It currently houses old tools and shop equipment.

N. Original Barn Outbuilding 2

Old gable building with covered outdoor area at east side.

O. Original Barn Outbuilding 3

(35'-9"x14') Old gable building moved to this location.

P. Cattle Barn

(58'-2"x45'-0") Functioning barn. Mostly covered space with enclosed Shop at NW corner.

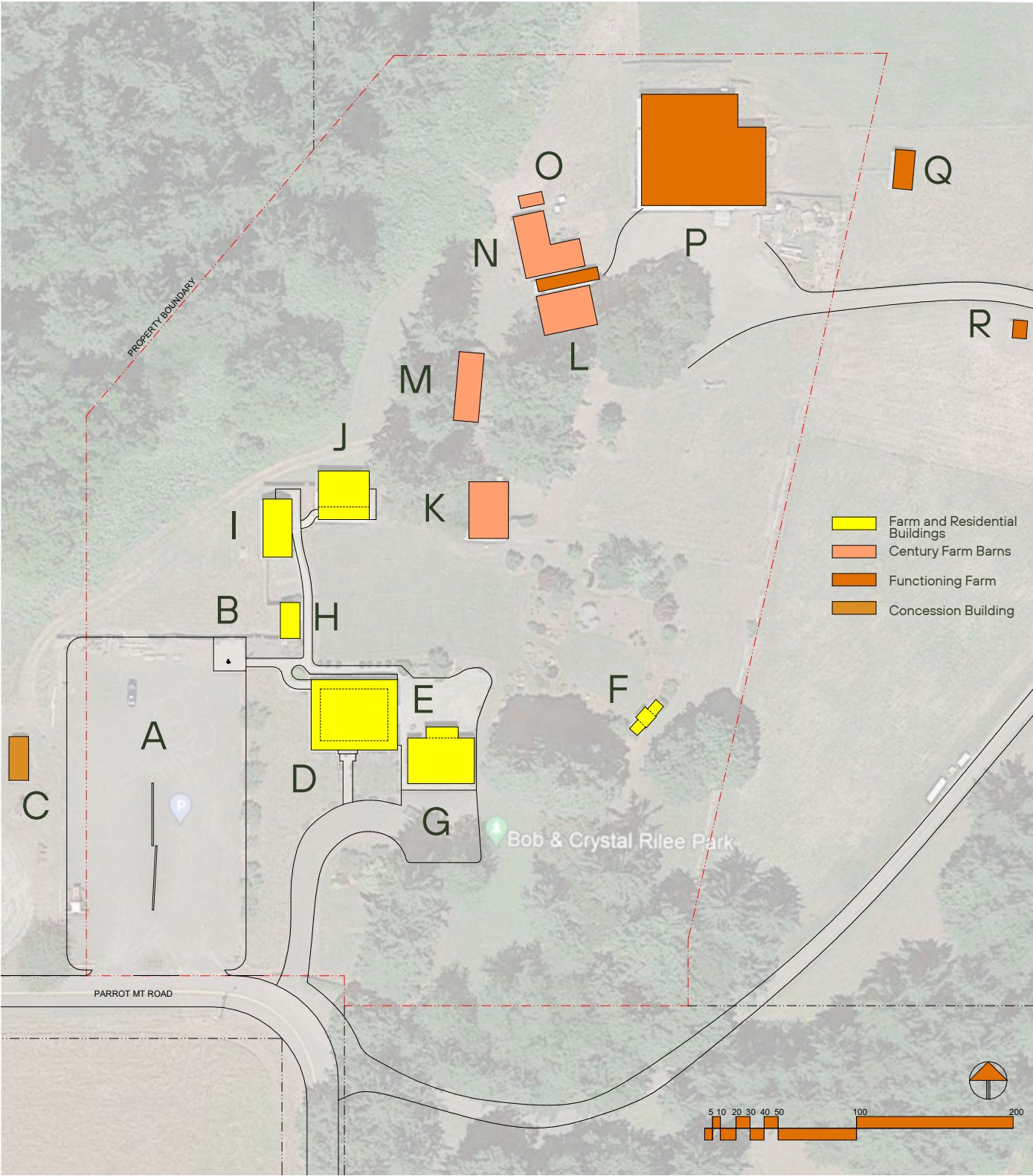
Q. Cattle Barn Outbuilding

(24'-6"x8'-11") Old Stable building looks currently unused.

R. Pump House

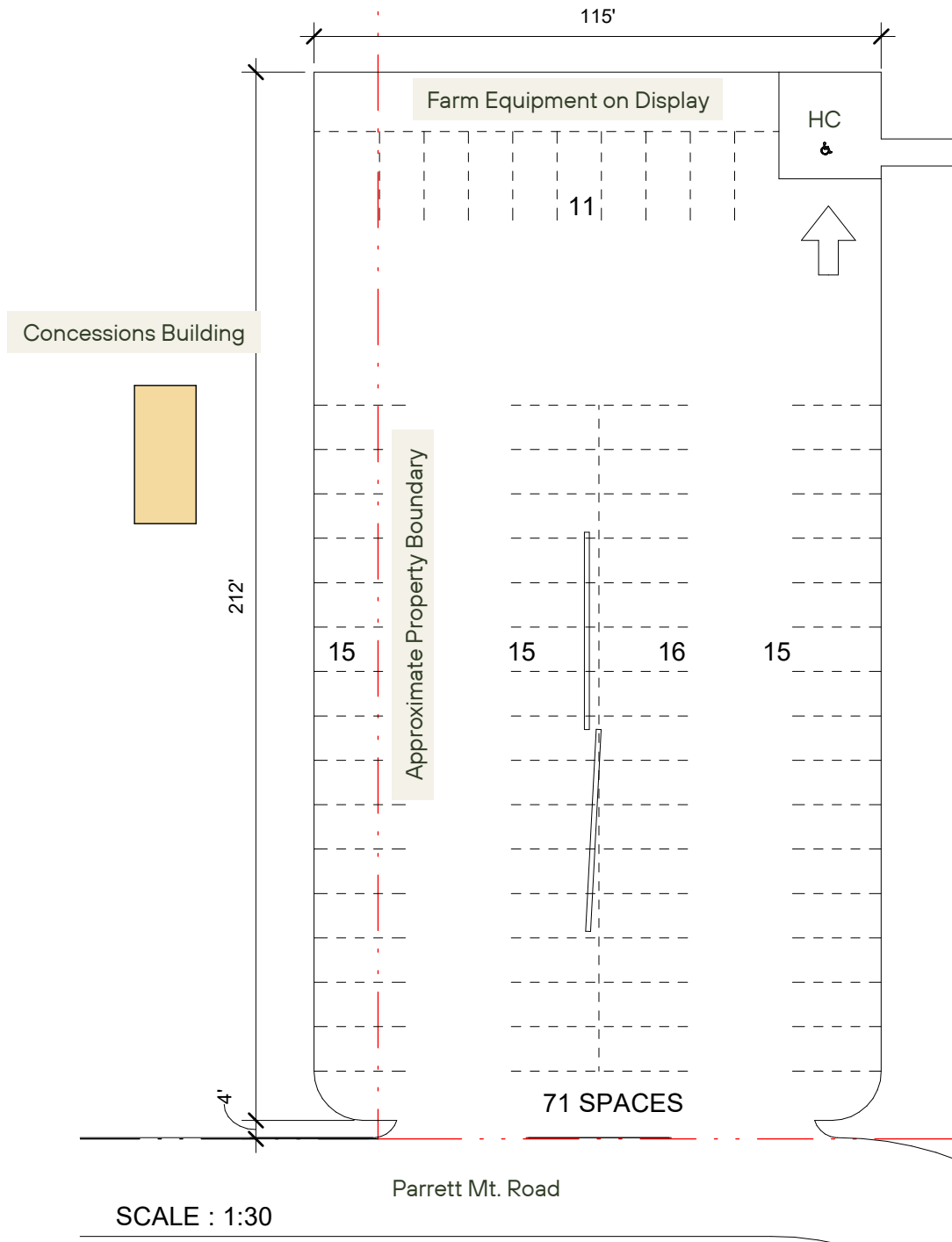
(10'-7"x8'-2") Small gabled structure in field. Unsure of use.

Existing Area Around Farmhouse



Existing Parking Design

The current parking lot has a gravel surface and is not striped. The only dividers are a couple of logs dividing the lot in half (E/W). The lot has the potential of around 70 spaces. At the north end of the lot there is a variety of antique farming equipment on display. At the NE corner there is a concrete pad for Accessible Parking that connects to the accessible path to the Farmhouse and Event building. At the west side is the Concessions building,



Proposed Site Plan Key

A. Parking Area

Paved and striped parking lot with gates. Landscaping.

B. Accessible Parking Access

Code required accessible spaces and sidewalks.

C. Concessions Building

Portable building sited at west edge of Parking Area with access to trails. The proposal includes an added Picnic Area, Toilets, and Bike Parking.

D. Farmhouse

Gabled farmhouse with wrap around porch built in the 90's with interior kitchen, living and dining room, bedroom, and ground floor restroom. The ground floor restroom could be made accessible or close to it if the threshold and door off the porch are modified and a new sink and grab bars are installed. A new interior door and signage would also be required.

E. Farmhouse Event Terrace

Stamped concrete terrace at east end of farmhouse with outdoor kitchen. There is only one nearby restroom. Based on a maximum guest count of 100, Oregon plumbing code will require 1 male water closet, three female water closets, 1 urinal, associated lavs, and one drinking fountain.

F. Pergola

Partially covered wood and steel structure for events. The pergola will need some structural and cosmetic upgrades and is not currently connected to the Event Terrace by an accessible route.

G. Farmhouse Garage

Building holds the Archive at the east end and a two car garage used for storage at the west side. If the Archive space will continue to be used it would be worth considering adding a more robust climate control system. The west side of the Garage may be a location to look at for the code required added rest room facilities for the Event Terrace.

H. Well House

Building houses large water storage tank

I. Catering Kitchen

Building houses a small kitchen at the south end and an accessible toilet room at the north end. Existing door threshold is too tall, door hardware may need to be replaced, ADA signage is needed, toilet accessories (mirror and paper towels) need adjustment to comply with height and clearance requirements. Shower is being used for storage and needs review for accessibility requirements.

Proposed Site Plan Key

J. Museum

Building has a covered porch and houses some history display items viewed through windows.

K. Shop

Original Barn/Stable housing a variety of antique farming equipment and a stagecoach.

L. Original Barn

Old building is in pretty poor shape. Houses an antique tractor and a wagon.

M. Original Barn Outbuilding 1

Building is poor shape. It currently houses old tools and shop equipment.

N. Original Barn Outbuilding 2

Old gable building with covered outdoor area at east side.

O. Original Barn Outbuilding 3

Old gable building moved to this location.

P. Cattle Barn

Functioning barn filled with equipment and vehicles. Mostly covered space with enclosed Shop at NW corner.

Q. Cattle Barn Outbuilding

Old Stable building looks currently unused.

R. Pump House

Small gabled structure in field. Unsure of use. It does not seem to have anything inside so its possible it could be removed.

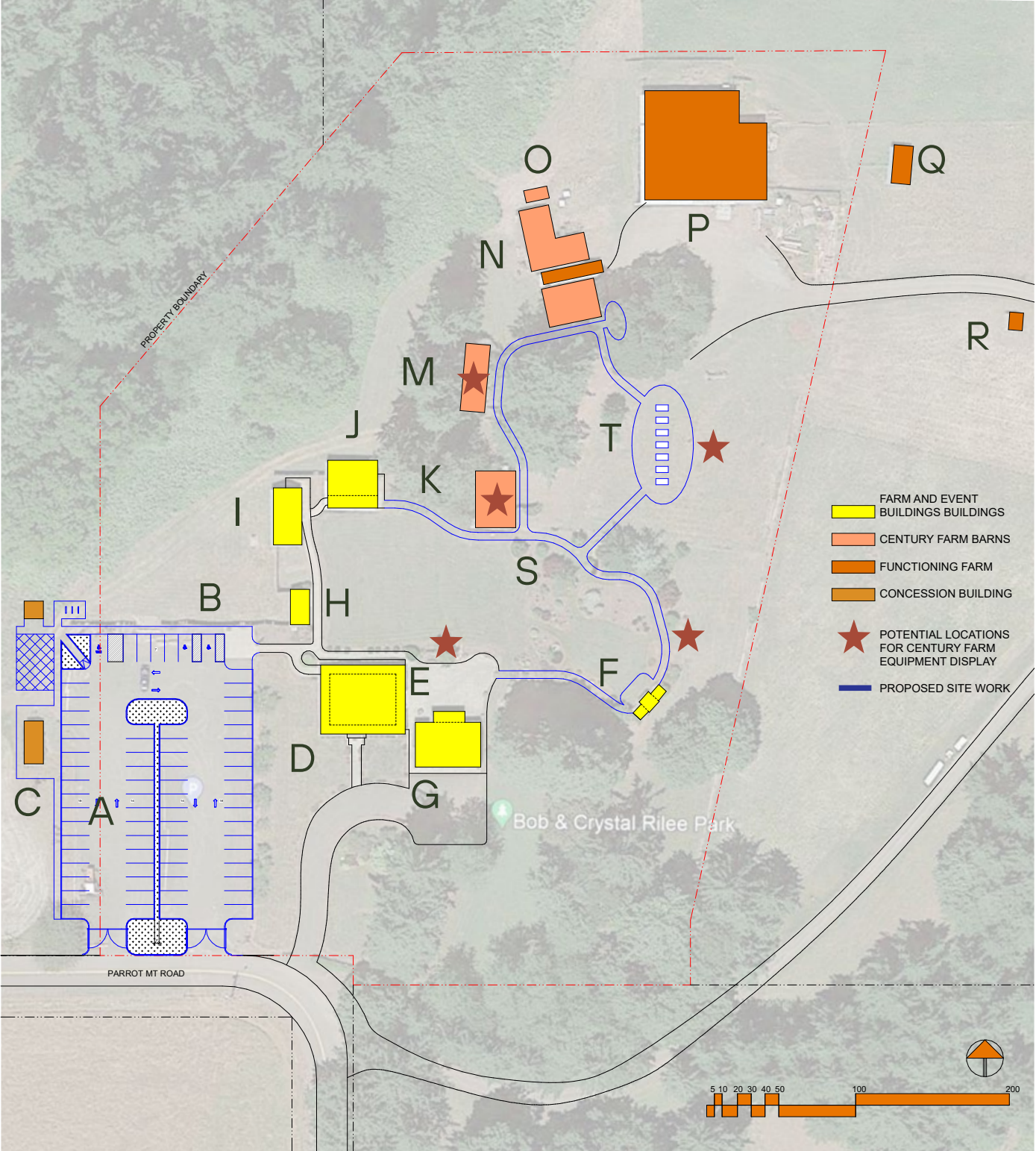
S. Expanded Accessible Walkways

Potential to expand the Accessible Walkways to connect to the Pergola and the Century Farm Barns. Walkway surface would be coordinated with the Landscape Architects and could be concrete or decomposed granite.

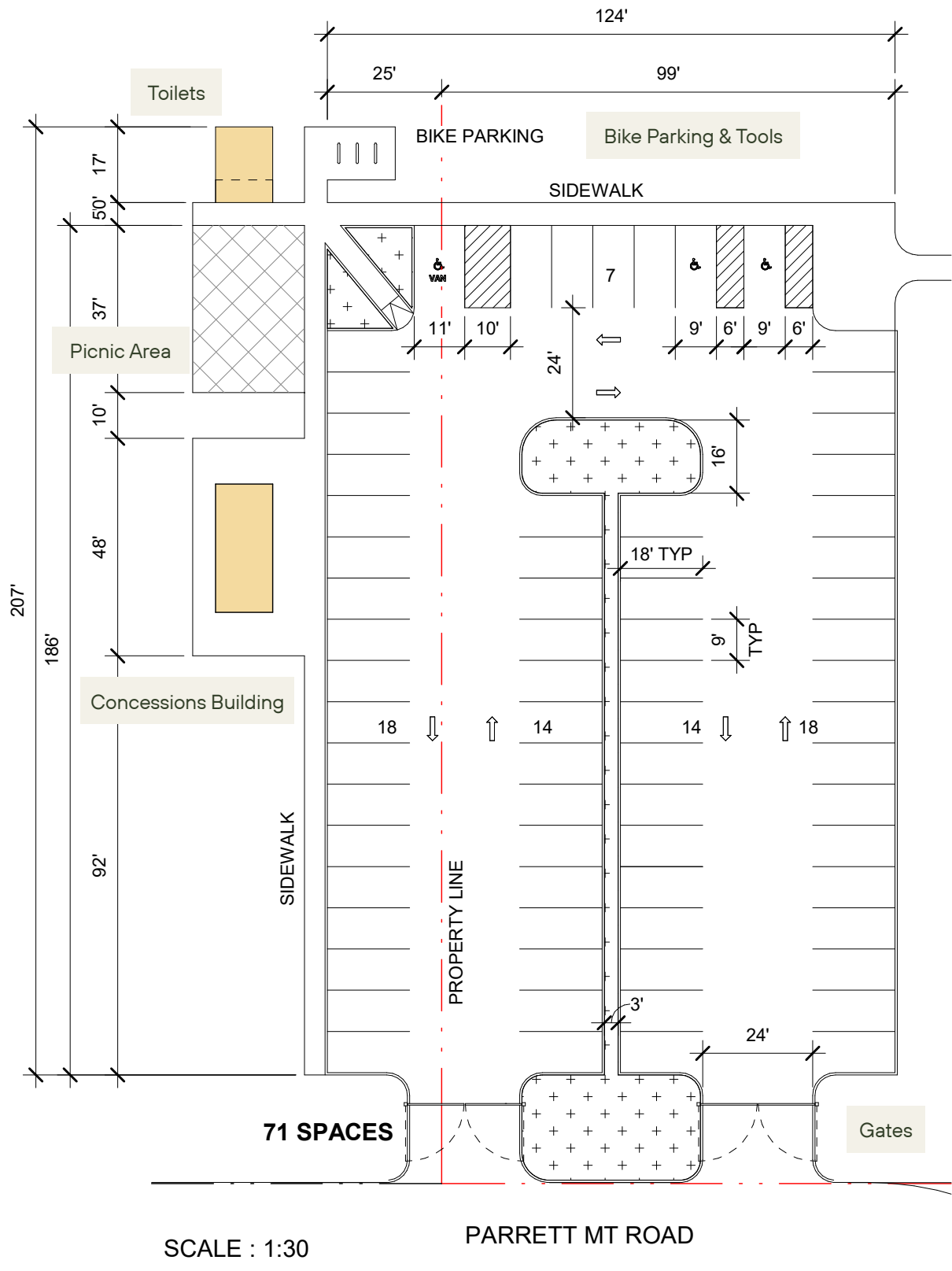
T. Picnic Area and Viewpoint

Potential to add an accessible picnic area and viewpoint to the new accessible loop walkway. Surrounded by a low concrete or stone seating wall the area could include picnic tables and barbecue grills.

Proposed Area Around Farmhouse



Proposed Parking Design



Cost Estimate

Bob & Crystal Rilee Park - Master Plan

Project No.: 229223-C000247.00
Client: Chehalem Parks and Recreation District

Date: Jun-24
By: J. Champlin

Bob & Crystal Rilee Park - MASTER PLAN ESTIMATE

Park Design Team Estimate

ITEM NUMBER	DESCRIPTION	EST. QTY.	UNIT	UNIT COST	TOTAL ESTIMATED CONST. COST
EXISTING CONDITIONS & PREPARATION					
1.00	MOBILIZATION	1	LS	\$30,000.00	\$30,000.00
2.00	SURVEY CONSTRUCTION STAKING, EROSION CONTROL MEASURES	1	LS	\$20,000.00	\$20,000.00
Subtotal					\$50,000.00
FARMHOUSE PARKING LOT					
1.00	PARK RULES SIGN	1	EACH	\$400.00	\$400.00
2.00	TRAILHEAD KIOSK WITH TRAIL MAP - ALLOWANCE	1	EACH	\$5,000.00	\$5,000.00
3.00	GRAVEL RE-SURFACING/LEVELING EXISTING PARKING	200	TONS	\$50.00	\$10,000.00
4.00	NEW AUTOMATIC GATES - HARD WIRED (16')	2	EACH	\$11,000.00	\$22,000.00
5.00	ELECTRICAL SERVICE TO GATE - ALLOWANCE, USE EXISTING METER	1	LS	\$5,000.00	\$5,000.00
Subtotal					\$42,400.00
BOB'S CORNER PARKING LOT					
1.00	PARK RULES SIGN	1	EACH	\$400.00	\$400.00
2.00	TRAILHEAD KIOSK WITH TRAIL MAP - ALLOWANCE	1	EACH	\$5,000.00	\$5,000.00
3.00	GRAVEL RE-SURFACING/LEVELING EXISTING PARKING	50	TONS	\$50.00	\$2,500.00
4.00	NEW AUTOMATIC GATE - SOLAR (16')	1	EACH	\$14,000.00	\$14,000.00
Subtotal					\$21,900.00
EQUESTRIAN TRAILHEAD PARKING LOT (EXPANDED PARKING AREA)					
1.00	PARK RULES SIGN	1	EACH	\$400.00	\$400.00
2.00	TRAILHEAD KIOSK WITH TRAIL MAP - ALLOWANCE	1	EACH	\$5,000.00	\$5,000.00
3.00	GRAVEL RE-SURFACING/LEVELING EXISTING PARKING	100	TONS	\$50.00	\$5,000.00
4.00	EXCAVATION TO EXPAND PARKING AREA	20,000	SF	\$0.20	\$4,000.00
5.00	ROUGH GRADING	20,000	SF	\$0.25	\$5,000.00
6.00	NEW GRAVEL PARKING	500	TONS	\$50.00	\$25,000.00
7.00	MOUNTING BLOCKS	3	EACH	\$250.00	\$750.00
8.00	TIE RAILS	3	EACH	\$500.00	\$1,500.00
9.00	NEW AUTOMATIC GATE - HARD WIRED (16')	1	EACH	\$11,000.00	\$11,000.00
10.00	ELECTRICAL SERVICE TO GATE - ALLOWANCE, USE EXISTING METER	1	LS	\$5,000.00	\$5,000.00
Subtotal					\$62,650.00
NEW PARKING LOT AT NORTH END (SPACE FOR 6 VEHICLES)					
1.00	PARK RULES SIGN	1	EACH	\$400.00	\$400.00
2.00	TRAILHEAD KIOSK WITH TRAIL MAP - ALLOWANCE	1	EACH	\$5,000.00	\$5,000.00
3.00	CLEARING AND GRUBBING	4,000	SF	\$0.25	\$1,000.00
4.00	ROUGH GRADING	4,000	SF	\$0.60	\$2,400.00
5.00	NEW GRAVEL PARKING	100	TONS	\$50.00	\$5,000.00
6.00	NEW AUTOMATIC GATE - SOLAR (16')	1	EACH	\$14,000.00	\$14,000.00
Subtotal					\$27,800.00
GRAVEL SURFACE TRAIL (41,000 LF x 6')					
1.00	CLEARING AND GRUBBING (NEW TRAIL SEGMENT - 1,075 LF)	6,450	SF	\$0.25	\$1,612.50
2.00	ROUGH GRADING (NEW TRAIL SEGMENT - 1,075 LF)	6,450	SF	\$0.60	\$3,870.00
3.00	SITE PREP OF EXISTING TRAILS, LIMITED GRADING	239,550	SF	\$0.25	\$59,887.50
4.00	GEOTEXTILE FABRIC	27,333	SY	\$2.25	\$61,499.25
5.00	3/4" MINUS BASE COURSE (3"), (2,278 CY)	4,556	TONS	\$50.00	\$227,800.00
6.00	1/4" MINUS TOP COURSE (2"), (1,518 CY)	3,036	TONS	\$55.00	\$166,980.00
Subtotal					\$521,649.25
SOFT SURFACE TRAIL - WOOD CHIPS (22,500 LF x 6')					
1.00	SITE PREP OF EXISTING TRAILS, LIMITED GRADING	135,000	SF	\$0.25	\$33,750.00
2.00	GEOTEXTILE FABRIC	15,000	SY	\$2.25	\$33,750.00
3.00	3/4" MINUS BASE COURSE (3") (1,250 CY)	2,500	TONS	\$50.00	\$125,000.00
4.00	SURFACE MATERIAL (3" WOOD MULCH)	1,250	CY	\$50.00	\$62,500.00
Subtotal					\$255,000.00
RESTROOMS (CTX CASCADIAN SINGLE VAULT, OR SIMILAR)					
1.00	SINGLE TOILET VAULT RESTROOM	3	LS	\$48,400.00	\$145,200.00
Subtotal					\$145,200.00
STRUCTURES					
1.00	SHELTER FOR SINGLE PICNIC TABLE - ALLOWANCE	4	EACH	\$25,000.00	\$100,000.00
2.00	SHELTER FOR 2 OR 3 PICNIC TABLES - ALLOWANCE	2	EACH	\$40,000.00	\$80,000.00
Subtotal					\$180,000.00

EQUESTRIAN IMPROVEMENTS					
1.00	COVERED ARENA AND STABLES - ALLOWANCE	1	EACH	\$500,000.00	\$500,000.00
2.00	EQUESTRIAN OBSTACLE COURSE - ALLOWANCE	1	EACH	\$80,000.00	\$80,000.00
Subtotal					\$580,000.00
OAK SAVANNA RESTORATION (17 ACRES)					
1.00	5-GALLON CONTAINER OAK TREES (25/ACRE)	425	EACH	\$45.00	\$19,125.00
2.00	TREE BROWSE PROTECTORS	425	EACH	\$25.00	\$10,625.00
3.00	CLEAR BLACKBERRIES	2	ACRE	\$2,000.00	\$4,000.00
4.00	MOW THEN SEED NATIVE UNDERSTORY PLANTS	17	ACRE	\$2,500.00	\$42,500.00
Subtotal					\$76,250.00
PLAYGROUND (NATURE PLAY)					
1.00	CLEARING AND GRUBBING	2,500	SF	\$0.25	\$625.00
2.00	ROUGH GRADING	2,500	SF	\$0.60	\$1,500.00
3.00	PLAYGROUND SUBSURFACE DRAINAGE ROCK AND DRAIN PIPE	140	TONS	\$60.00	\$8,400.00
4.00	CEDAR CHIPS PLAY SURFACING (12")	93	CY	\$65.00	\$6,045.00
5.00	NATURAL PLAY EQUIPMENT - ALLOWANCE	1	LS	\$50,000.00	\$50,000.00
Subtotal					\$66,570.00
TRAIL CROSSINGS OF PARRET MOUNTAIN ROAD (2)					
1.00	CROSSWALK AHEAD SIGNS	4	EACH	\$500.00	\$2,000.00
2.00	RECTANGULAR RAPID FLASHING BEACON (RRFB)	4	EACH	\$10,000.00	\$40,000.00
3.00	ELECTRICAL CONNECTION AND BORING - ALLOWANCE	2	EACH	\$7,500.00	\$15,000.00
4.00	ROADWAY STRIPING	200	LF	\$7.50	\$1,500.00
5.00	TEMP TRAFFIC BARRICADES FLAGGING	2	LS	\$1,750.00	\$3,500.00
Subtotal					\$62,000.00
TRAIL SYSTEM WAYFINDING SIGNAGE					
1.00	WAYFINDING SIGN (AT EACH TRAIL INTERSECTION) - ALLOWANCE	65	EACH	\$500.00	\$32,500.00
Subtotal					\$32,500.00
SITE FURNISHINGS					
1.00	PICNIC TABLES - ALLOWANCE	10	EACH	\$1,800.00	\$18,000.00
2.00	BENCHES - ALLOWANCE	12	EACH	\$1,200.00	\$14,400.00
3.00	TRASH RECEPTCLES - ALLOWANCE	10	EACH	\$800.00	\$8,000.00
4.00	BIKE RACKS AT FARMHOUSE PARKING LOT - ALLOWANCE	2	EACH	\$400.00	\$800.00
5.00	DOG RULES SIGNS W/ WASTE DISPENSER - ALLOWANCE	4	EACH	\$600.00	\$2,400.00
Subtotal					\$43,600.00
FENCED OFF-LEASH DOG AREA (20,000 SF)					
1.00	INSTALL NEW CHAINLINK FENCE AND GATE	600	LF	\$65.00	\$39,000.00
2.00	DOG RULES SIGN W/ WASTE DISPENSER	1	EACH	\$600.00	\$600.00
Subtotal					\$39,600.00
INTERPRETIVE SIGNAGE (HISTORICAL & ENVIRONMENTAL)					
1.00	CONCEPTUAL DESIGN & CONSTRUCTION DETAILS - ALLOWANCE	1	LS	\$15,000.00	\$15,000.00
2.00	FABRICATION & INSTALLATION - ALLOWANCE	1	LS	\$10,000.00	\$10,000.00
Subtotal					\$25,000.00
SITE RESTORATION					
1.00	WETLAND RESTORATION W/ VEIWINING PLATFORM - ALLOWANCE	1	LS	\$25,000.00	\$25,000.00
2.00	SPRING HOUSE RESTORATION - ALLOWANCE	1	LS	\$15,000.00	\$15,000.00
Subtotal					\$40,000.00
Project Subtotal					\$2,452,119.25
	Construction Contingency (15%)			15%	\$367,817.89
	General Conditions / Insurance / Bond			11%	\$269,733.12
	General Contactor OH & Profit			10%	\$245,211.93
	Engineering / Environmental / Permits			10%	\$245,211.93
	TOTAL (2024 Dollars)				\$3,580,094.11
	Year 2025 Escalation	5.00%		\$179,004.71	\$3,759,098.81
	Year 2026 Escalation	5.00%		\$187,954.94	\$3,947,053.75

ASSUMPTIONS:

Restroom - Price based on CXT Cascadian single-vault toilet, with baby changing table, rain vent cap, and timed locking system. Estimate includes excavation/earthwork, engineering, delivery, and crane unloading fee.

Preliminary Budgets - The above cost estimate was prepared from a concept master plan only. No elements have been desinged in detail. This cost estimate should only be used for preliminary budgeting purposes.

NV5 has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods for determining prices, or other competitive bidding or market conditions. NV5's opinions of probable project or construction costs are to be made on the basis of NV5's experience and qualifications and represent NV5's judgement as an experienced and qualified professional, familiar with the construction industry; but NV5 cannot and does not guarantee that proposals, bids, or construction costs will not vary from opinions of probable costs prepared by NV5.

Next Steps

Below is a list of next steps for CPRD to initiate the master plan.

- Implement the list of fire control, prevention, and preparedness items provided by Tualatin Valley Fire and Rescue.
 - » Place Knox Box(es) for the fire district to access any secure areas.
 - » Ensure fire extinguishers are readily available and in good working order.
 - » Post signs at trailheads and picnic areas restricting smoking, fireworks, and campfires on the property.
 - » Develop a forest fire mitigation plan with the help of a forester, and implement those strategies (such as tree thinning, firebreaks, and understory management).
- Install automated locking gates at the parking lots.
- Meet with Yamhill County Public Works Department to review new signage and striping requirements for the proposed crossings of Parrett Mountain Road.
- Land use pre-application meeting with Yamhill County to review existing conditional use permit and master plan.
- Explore security camera alternatives with a company specializing in security equipment and monitoring for the parking lots.
- Explore developing a “Park Stewards” program for volunteers to be active participants in the maintenance, safety, and observation of the park.
- Coordinate with resident farmer to understand spraying techniques and schedule to determine if trail access should be restricted during spraying, and for what duration after spraying occurs.
- Explore potential fundraising opportunities and ways to implement them, such as equestrian site access fees or events at the farmhouse. Events could include:
 - » Weddings
 - » Family Reunions
 - » Outdoor School (During the Summer)
 - Agricultural history of site
 - Ecological history of the site
 - » Equestrian classes
 - » Access fees to equestrian covered arena or obstacle course
 - » Family focused nature exposure tours
- Consult with a restoration ecologist to develop guidelines for ecological restoration of oak savanna habitat in the field west of the farmhouse.
- Explore working with volunteer groups to implement components of the master plan, such as trail surfacing and trail clearing.
- Consult with an interpretive signage design specialist to develop a program for historical and/or environmental interpretive signage for the park.
- Identify improvements from Final Program Priorities list to fund for construction in upcoming budget cycles.

APPENDIX



Oak Trees at Bob's Corner

Appendix A: Open House Meeting Minutes

Meeting Date: 6/21/2023

Meeting Time: 6:00pm - 8:30pm

Notes taken by: NV5

The Chehalem Park and Recreation District (CPRD) invited members of the community to a neighborhood meeting on June 21, 2023 to present the Bob and Crystal Rilee Park master plan effort, and to elicit feedback on potential new recreation features and improvements to the park. 83 participants were present for the meeting, held in the Chehalem Cultural Center.

I. Introduction

- Kat Ricker, CPRD Public Information Director:
- Kat opened the meeting with introductions to the project, and the NV5 team. This included past projects that both Jon Champlin and NV5 were involved with.

II. Project Background

- Jon Champlin, Landscape Architect from NV5:
- Jon introduced the project site, beginning with the history of the Bob and Crystal Rilee Park, regional context, and the results of the environmental assessment WHPacific (now NV5) completed in 2016. The presentation closed with an overview of the master plan goals.
- Park History: The property Bob and Crystal Rilee Park is located on is comprised of land formerly known as Parrett Mountain Farm. Parrett Mountain farm was named after Samuel and Maria Everest Parrett, who arrived in Oregon territory in 1853. Samuel Parrett's brothers made a land donation claim of 650 acres. Crystal Dawn Smith Rilee was the great granddaughter of Samuel Parrett. It was her wish that the land be held in one unit and not be developed or sold off. CPRD's goal is to respect the wishes of Crystal Rilee and the foundation she formed for people to enjoy the land and protect against future residential or business development.
- Background on Park Property: CPRD acquired the property in 2013. NV5 completed an environmental site assessment in 2016 to assess current park conditions and develop design explorations. A Park Advisory Committee Report was written in 2019. This captured a wide range of ideas and opportunities with a variety of stages and requiring a range of infrastructure development. The report focuses on community education opportunities, equestrian recreational activities, mountain biking, nature play, habitat restoration and park facilities for events. Lastly, a Trails Inventory and Mapping project was completed in 2022. This studied the park's trails and detailed the locations, conditions, distances, grades and difficulty levels for the site's trails. The Chehalem Heritage Trails Citizen's Advisory Committee provided guidance and insight on the findings.
- Current facility uses:
 - » Original farmhouse with surrounding outbuildings
 - » Former Parrett Mountain School
 - » Bob's Corner
 - » Equestrian Trailhead

- » Four fields currently leased and used for farmland
- » Forested areas of Douglas Fir and scattered stands of oak
- » Network of trails for hiking, equestrian riding and mountain biking. CPRD has adopted the recommendation from the Trail Inventory and Mapping project that trails west of Parrett Mountain Road be designated as pedestrian and equestrian only, while all the trail east of Parrett Mountain Road be designated as pedestrian and mountain biking only.
- Environmental Site Assessment: There are two wetland seeps on site. One perennial creek and a few intermittent creeks. Slopes drain generally to the south and east. Site vegetation consists of forests and wooded areas, agricultural areas, and areas degraded by invasive plants. Site soil consists of Jory Clay loam soils. These range from flat to over 30%. Agriculture areas are located on the flattest areas, and the wooded areas tend to be the steepest. Site elevations range from 460' to 670', and up to 1130' in the northwest corner of the site.
- Opportunities:
 - » Existing Trail Networks
 - » Gated Entrances
 - » Site Topography
 - » Farmhouse and Gardens
- Master Planning: CPRD goals for the master plan include:
 - » Capture community's desire for recreation and enhance recreational opportunities on site.
 - » Capitalize on the scenic and nature park qualities to encourage park users to engage with nature.
 - » Respect constraints of the land and natural systems present on site.
 - » Organize trail network and signage to function positively for the different user groups.
 - » Manage the farmhouse and gardens for limited events.
 - » Showcase the farming heritage of the property. E.g., Continue leasing fields for farming to fund park maintenance and improvements.
 - » Identify future park improvements and phasing for when improvements can happen.
- Ideas for future improvements:
 - » Develop trailheads with kiosks and trail signage.
 - » Historic interpretive signage, as an educational element.
 - » Adventure play, nature area.
 - » Picnic areas and/or shelters.
 - » Mountain bike trail improvements.
 - » Obstacle course racing improvements
 - » Equestrian trail improvements
 - » Restroom facilities
 - » Event Space Improvements.
 - » Viewpoint and Seating Areas

III. Q&A Session

- Following the presentation from Jon, the floor was opened to the public. Questions and comments were as follows:
 - » Question: The first question related to concerns about fire and fire safety. Would CPRD have a tanker? Also, what about loud music from events?

- Response: Conditional use permit does not allow for amplified sound. Also, Tualatin Valley Fire Rescue (TVFR) will be at the table.
- » Question: Where will trash disposal/ horse manure disposal be?
 - Response: The improvements for equestrian facilities will be there, park district has maintenance plans in place. The Master Plan is for a higher level of site use.
- » Question: The park's intent is to carry on Crystal's vision. Doesn't see how mountain biking and warrior dash sync with Crystals vision. Off leash dogs has been a problem with horse use.
 - Response: Dogs are recommended to be kept east. Will look into that. Signage? Lots of users, so it will be something figure out.
- » Question: Could CPRD follow up when pictures of dog users let them off leash are taken. What about events that could attract lots of people? What assurance do we have that there won't be events that go up to 200 people?
 - Response: Leashing dogs is a park req. The Park district will not bend rules to allow event sizes beyond 100 people.
- » Question/ Comment: There are significant security issues after dark at Bob's corner. How will safety be addressed, and how will Crystal's wishes be executed?
- » Question: Is there any plan for the Parrett Mountain school?
 - Response: Long term desire is that Parrett Mountain school will be where the caretaker will live.
- » Comment: Bob's corner has had a very negative impact on the area. Main complaint is teenage drinking and driving. The commenter was concerned with CPRD responsibility. That area needs to close at dark. Additionally, people camp and light fires during summer. Staff need to be provided for that area.
- » Comment: In response to some of the concerns regarding public safety, one participant commented that the County puts cops on the road to monitor. It's not CPRD's job.
- » Question: Will there be any remediation on roads?
 - Response: Repairing or modifying local roads are not in the scope of this project.
- » Question: How has the decision been made not to restrict the park to horses. Has CPRD considered what happens for future land gifts if wishes won't be met? Worried that public pressure will lead to ignoring Crystal's wishes.
- » Comment: In response to concerns about interpreting and respecting Crystal's requests for the park, one member commented that conversation has been had with foundation and CPRD. Crystal Rilee's foundation approached CPRD because there was financial trouble and wanted land to go to reputable agency. Equestrian trails are over half the property. The park is for all CPRD users.
- » Comment: Concerned about the use of pesticides. Long term they would like to see agricultural fields converted to native pollinator habitat.
- » Comment: A participant comment recommended outdoor learning as a program element for the park.
- » Comment: Poison oak is a problem. Parking will be important. What will the width be for

the horse trail? A horse trail expert was hired for Tryon Creek. Maybe one can get hired for Rilee Park. Consider a tie rail at viewpoints. Also, put stumps along trail, and a toilet at equestrian parking.

- » Question: What is the timeline for the plan?
 - Response: Feedback will be analyzed; alternatives will be developed at the end of the year for CPRD. Information will be posted to CPRD website. Likely one more public review this year.
- » Comment: Please support the environmental component that Crystal valued. Consider educational learning components that could support an outdoor school. Recreation is already available. Not many places can provide what Rilee Park offers in terms of its' setting for outdoor learning.
- » Comment: For mountain bikers, keep trails more "primitive".
- » Comment: Mountain bike trails are largely built by cyclists. Rilee Park is in a unique position because its proximity makes it a close resource for youth activities for Newberg.
- » Comment: Shrink farmland, reducing crops, and introduce obstacles like Milo McIver. Would add to interest for equestrians.
- » Question: Trails are closed much of the year. How can trails be designed to be less slick? Think of a user-friendly design for safely using trails.
 - Response: Design guidelines will be developed for trail surfacing for safety and usability.
- » Comment: Parks are hard to maintain. Thanks for volunteering for the last cleanup.
- » Comment: 53 of 85 at the June 3rd volunteer trail cleanup were cyclists. They supported the design of a multiuse trail.
- » Comment: Please provide dog poop receptacles. The site provides wildlife habitat for species like the Mountain Bluebirds, therefore reduce pesticide use on agricultural fields. Also, prioritize trail maintenance; the size of gravel laydown can harm horses.
- » Question: Does the park need all these events? Where did they come from?
 - Response: All features being proposed were suggested by the public. Events are a funding source, as are farmland.
- » Comment: Equestrian parking at Tyron creek has been in conflict. Equestrian and picnic use at Rilee Park could create competing needs.
- » Comment: The commenter identified themselves as an avid obstacle course racer. They expressed a willingness to design and manage an obstacle course.
- » Question: The participant reiterated safety concerns at Bob's Corner; is that a priority? Also, is a water tower part of the plan? Finally, pesticide spraying seems problematic.
 - Response: Safety is 100% a priority. Past projects have had farmers notify the park district when spraying would happen.
- » Comment: Concerned with safety regarding interaction between bikes and horses on the trails. Add signage giving directions for how bikes should interact with horses.
- » Comment: From a safety perspective, there should not be bikes on horse trails.
- » Question: What is the best way for people to get in touch?
 - Response: Email Kat Ricker. Also, Jon will be providing business cards.

IV. Choice Ranking Activity

- Five foam core boards with a total of ten potential site improvements were presented after the Q&A session. Attendees were given three dot stickers and asked to place a sticker next to improvements they preferred. The results are as follows:
 - » Trailheads with kiosks and trail signage (27)
 - » Historic interpretive signage (16)
 - » Adventure play, nature area (19)
 - » Picnic areas and/or shelters (5)
 - » Mountain bike trail improvements (43)
 - » Obstacle course racing improvements (4)
 - » Equestrian trail improvements (85)
 - » Restroom facilities (13)
 - » Event Space Improvements (1)
 - » Viewpoint and Seating Areas (9)

Appendix B: Visioning Session Meeting Minutes

Meeting Date: 6/27/2023

Meeting Time: 10:00am-11:30am

Notes Taken By: NV5

Participants:

- CPRD
 - » Casey Creighton
 - » Don Clements
 - » Kat Ricker
- NV5
 - » Jon Champlin
 - » Stefan Golos
- Scott Edwards Associates
 - » Jennifer Marsicek
- Regarding honoring Crystal Rilee's wishes - As a public entity, the park is held to constraints that the foundation wasn't held to. CPRD doesn't have to do anything more than try to honor Crystal's wishes. Anyone saying anything else is just trying to create confusion.
- Amend presentation to include conditions of sale. The intention of the park is to provide recreation. Not cater to a specific user group.
- Farming/Spraying:
 - » Provides income to the Park district, but the amount is negligible.
 - » No tax credit or designation in place due to farming activity, period.
 - » As a public agency, park land is not taxed.
 - » CPRD is possibly interested in converting some agricultural areas to oak savanna. Yamhill county conditional use may require farming.
- CPRD can explore building reservoirs/ water tanks for fire safety. Coordinate with TVFR.
- Critical area: Corner at which parcels meet. Possible swap/purchase/easement?
- Donating property = 5-6 years of tax breaks.
- Trail Designation:
 - » Desire for separation of trail uses seems impacted by the perceived risk of conflict between bikes and horses. A few teens present at the open house meeting talked with Jon and said that they have been taught proper trail etiquette when interacting with horses. Bikers who don't respect/understand interaction with equestrians seem to be the exception, not the rule. At least with some trail users.
- "Park Stewards" program: Could be a good plan to enable volunteers to contact Park District of conflicts/problems with users not following the rules or site conditions, and feel credentialed to speak up on site when they observe park users not following the rules.

- Park Advisory Committee: Members are still around, but the group has completed its intended goal.
- As far as next steps in the process, a draft master plan will be shared with members of CPRD. Maybe plan on more presentation of the draft master plan to the public (this would allow for a few additional comments, but not redirect the document).
- Plan on 1-2 crosswalks. Not at Bob's corner. Maybe above horse parking and around parking lot.
- Equestrians need representation on the advisory committee. Ryan and Hope as representatives? Include in group as soon as possible.
- Next step for deliverable is alternatives development.
- Process should allow president of CPRD to participate in appointing Rilee Park subcommittee.
- Zoom presentation to subcommittee (Kat to help coordinate) sometime in early September. Jon will look at calendar to find a date.
- Farmhouse events capped at 100 people. Noise needs to be limited. As far as expanding or designing new buildings, there are serious constraints due to limited water and septic services.
- Park security is a big concern for neighbors. After hours usage of the parking areas has resulted in potential risks of fire and/or drunk driving on Parrett Mountain Road. Automated gates for the parking areas will provide better control and security. Security cameras and signage for their presence could help deter criminal behavior as well.

Voting Results

- CPRD could support more land management (i.e., Restoring oak savannas).
- Viewpoints and seating shelters are desired by CPRD.
- An obstacle course provides multiuse potential. It could apply to bikers, hikers, or equestrians.
- Safety Measures and Fire Mitigation Plan (suggested by Casey).
- Add to list for feedback - Foundation requested a museum about the site, but maybe that could be addressed by historical signage?
- No fenced off dog area (for off-leash dogs). Continue to allow dogs on leashes.
- Art: There was a previous event on site where artists gathered on site and made temporary works of art using materials on site. Work deteriorated quickly, but maybe there could be another event like this?
- Jennifer suggested to do a walkthrough to inventory buildings on site and propose recommendations to the existing buildings.

Next Steps

- NV5 to start alternatives. Include:
 - » Pedestrian crosswalks.
 - » Access gates (add electric locks and repair existing gate as at Bob's corner).
 - » Trail designations.
 - » At least one ADA access (Talk to Russel)
 - » 1/4" minus crushed rock for trail surfacing.
 - » Reservoir vs. tank on site for fire control. Is there any feasibility to including these on site? Coordinate with TVFR.
- Schedule site visit with design team, Casey, Kat and Russ.

Appendix C: Master Plan Alternatives Review Meeting Minutes

Meeting Date: 8/16/2023

Meeting Time: 9:30am-11:00am

Notes Taken By: NV5

Participants:

- CPRD
 - » Bryan Stewart
 - » Casey Creighton
 - » Don Clements
 - » Kat Ricker
- NV5
 - » Jon Champlin
 - » Stefan Golos
- Scott Edwards Associates
 - » Jennifer Marsicek
 - » Tim Gordon

Purpose:

- Update group on status of master plan alternatives and review list of improvements.
- Discuss upcoming focus group meeting and what the goals will be for the focus group meeting.

1. Review the Three Master Plan Alternatives:

- Consider more toilets around farmhouse.
- Opportunity for oak savanna would be best around Bob's corner since that field is not tilled, only mowed for hay production.
- CPRD likes the idea of combining user groups on the trails, but this would be expensive to maintain.
- Shelters and vault toilets would be a good addition.
- Alternative B might possibly suit everyone best in the focus group. Some trails are too narrow for multiuse.
- Lookouts are good. Great views are a good resource to use.
- Pond could be an option for TVFR.
- With oak savannas, will CPRD be able to put trails in that area? How much would new trails in the oak savanna increase the total trail system? Currently 140 acres are farmed.
 - » NV5: Yes, there is quite a lot of open space in a natural oak savanna. The trails in the savanna could expand total trail system 30-50%.
- The district would need a long-term forest plan to maintain the health of non-agricultural vegetation.
 - » NV5: Forest management will be part of the environmental management plan. This also will be something to discuss with the fire department.

- Regarding coordination with the fire department, CPRD circled back after the open house, but there hasn't been any more communication with the fire department since then. The fire department would like to be involved, however.
- What are the standards of the district regarding how much trail needs to be provided based on population? How many equestrian trails should the district have? Bike trails? What about total trails? These standards exist and should be included in the report.
- SCROP plan by OPRD. They do an inventory referring to strengths and weaknesses of parks. These standards should be referenced in the final report.
- Will need to communicate that the master plan alternatives are not final.
 - » NV5: We will communicate the fluidity of the options.

SEA Comments:

- Was there a view from the farmhouse? Has CPRD thought about selective trimming?
 - » CPRD: There could be selective logging as a fire prevention measure. That said, this might create a risk for blackberry takeover. Also, windstorms create a hazard on the site.

2. Update From SEA for Architectural Assessment:

- SEA will look into ADA accessible spaces needed. The draft report could be provided before the focus group meeting.
 - » CPRD: Share it after the focus group meeting. We don't want people to get lost in the weeds too early.

3. Set Date for Focus Group Meeting/ Presentation:

- Kat availability: Monday, Tuesday, Wednesday of the week of Sept. 11th. The meeting would need to be after hours.
 - » NV5: We would like the meeting scheduled for an hour. Start with a 15-minute presentation, then open for discussion. Should this be an in-person or zoom based meeting?
 - » CPRD: Let's schedule for 1.5 hours. 5:30pm-7:00pm. Let's do a hybrid meeting (Both Zoom, and in-person). Meet in the CPRD meeting room. Send out block of days (Sept. 11-13) for meeting as a poll and get feedback for the date to meet.

4. Discuss Next Steps:

- NV5: We suggest giving the master plan alternative drafts 2 weeks ahead of meeting (distribute master plan alternative document to focus group week of August 28th). After the focus group meeting, gather what we hear, then provide master plan alternatives and focus group feedback to the public via the CPRD's webpage. The next step would then be to collect comments from the public (also responding to focus group comments).
 - » CPRD: We should be as transparent as possible. The team needs to be willing to accept a possible large number of comments. A full background of the site will likely not be necessary for the focus group. Everyone in the focus group has a high level of knowledge/ involvement in the site history.

- » Casey: Focus group should get a copy of the presentation beforehand, but CPRD will not post to the website.
 - Don thinks anything shared to the focus groups should be shared with the public. Focus group feedback should be shared with the public as well. What is in the best interest of the community and people who live nearby the park? Also, put “Draft” on master plan alternative sheets.
- » Bryan: Communicate the pace and timing/cost of the final master plan.
 - NV5: Phasing will be a piece of the final master plan report.

CPRD Comments:

- Phasing for construction of parks improvements should be based on:
 - » Safety (First priority)
 - » Repair/Replacement (Second priority)
 - » New Development (Third Priority)
 - Grants or donation money can push new development projects ahead of repair/replacement projects. If the money is there, CPRD can/will use it.

Appendix D: Focus Group Meeting Minutes

Meeting Date: 9/12/2023

Meeting Time: 5:30pm - 7:30pm

Notes taken by: NV5

Participants:

- CPRD:
 - » Casey Creighton
 - » Bryan Stewart
 - » Richard Cornwall (IT and Security)
 - » Jason Fields (CPRD Board of Directors)
- NV5:
 - » Jon Champlin
 - » Stefan Golos
- Focus Group:
 - » Brian Bowman (Mountain biking)
 - » Jon Globig (Advisory committee member from 2017, park property neighbor)
 - » Danna Kemp (Crystal Rilee foundation board)
 - » Cindy Riggs (Chehalem ridge advisory committee member)
 - » Hope Robertson (OET member, equestrian trails)
 - » Peter Siderius (former CPRD board member)
 - » Wendy Wente (ecologist. Advisory committee member from 2017)
- Goals for the master plan and purpose for the meeting:

Early in process of plan. Nothing has been decided - it is in draft form. Feedback from this focus group will be documented and reported in final master plan.
- District priorities for park improvements:
 - » #1 Safety improvements
 - » #2 Repair/replacement of existing facilities
 - » #3 New developments/new improvements
- Existing Conditions and Opportunities were presented.
- Proposed Master Plan General Improvements were presented.
- Three Draft Master Plan Alternatives were presented.
- Focus Group Feedback:
 - » Can the district hold a conservation easement?
 - CPRD Response: CPRD would need to consult an attorney to find out.
 - » Does “directional” signage refer to wayfinding?
 - NV5: Yes
 - » In addition to excessively steep trails, could there be consideration for excessively wet trails too?
 - CPRD: CPRD has taken some steps via culverts and surface material to rectify trail conditions. But trail needs to be finished.

- » Bob's corner crossing was not identified as an option for any crossings.
 - NV5: Bob's corner was identified during a site visit as being an unsafe crossing location due to the proximity of the tight corner, and the tree cover making it dark and difficult for drivers to see pedestrians. CPRD will meet with county to identify crossing criteria.
- » What about fence cutting to allow for crossing? Posts need to be in place to prevent fence loosening.
 - CPRD will address through repair and replacement goals.
- » Is standard practice to use roundup for weeds (Blackberry)?
 - CPRD: There are lots of methods for weed removal. Goats could be used?
- » Control of blackberries: Why even bother with removal? Seems like a forever problem.
 - CPRD: It's a control strategy. Forest health is important. If you can establish a strong overstory, the Himalayan blackberries can be controlled better.
- » Has there been thought of a timber management plan?
 - NV5: Yes, timber thinning has been brought up and will be included in the environmental management plan as part of the master plan report.
- » Automated gate. How do you prevent people from staying there all night?
 - CPRD: There are cameras, and Russ works to keep people out.
 - NV5: Cost will be around 10-15 thousand dollars per automated gate. Timing for closing will be a trial and error process. Any vehicle remaining in the parking lot after hours will be able to get out, but the gate will not be able to open for anyone from the outside unless they have a key or code (CPRD staff, TVFR, County Sheriff).
- » What's a bike repair station?
 - CPRD/NV5/Group: A bike repair station usually includes a post with a string of tools and means to hang and fix bikes. It can also possibly include compressed air for fixing a flat tire.
- » Park receives farm tax deferral. If it was removed, wouldn't you have to pay 10 years back taxes?
 - CPRD: CPRD does not pay taxes. It is a tax-exempt entity.
- » Is there a budget that the park has for the implementation?
 - CPRD: That is what the master plan will give direction on. We can't guess a price without knowing what is being proposed. Once a plan is in place, a budget can be set and future improvements can be planned and phasing strategized.
- » What revenue generation options are there to limit the need for using taxpayer dollars to fund the park implementation?
 - CPRD/NV5: Events can be revenue producing, but we recognize it wasn't popular (from the open house). For the park to be maintained it will likely be heavily supported by volunteers.
- » How long will the master plan last? If it is phased, this plan is a wish list for the future. There could be money in restoring oak savannah from a standpoint of grants and other funding mechanisms. Turning parts of the park to oak savannah would bring the park back to where it was pre-settlement. Could there be an endowment established for a gift?
 - CPRD: There is an existing foundation for donations. The master plan may be amended in

the future as improvements are added in and around the park.

- » There could be a pilot area around Bob's corner supported by NRCS funds for oak savannah. Oak savannah is difficult to restore. It would also be important to preserve the existing functioning agricultural use, and support education uses.
- » Oak savannah is an attractive concept, but is there conflict with the farming use, or the farmer specifically? The farmer that farms Rilee Park also farms adjacent properties. If farming is eliminated at Rilee Park, the farmer may pull out of those other properties as well, so those impacts should be considered.
- » Could there be planting bordering the trails along the farm fields to create a buffer that allows more enclosure? This would also be an opportunity for native habitat planting.
 - NV5: There could be some function to a buffer, both for user comfort but also for creating a buffer around the agricultural fields to protect from spraying.
- » Revenue – Didn't hear a definitive "no" on limiting of events during the open house.
 - CPRD: The park allows the use restricted events. Difficulty for promoting that use is in marketing.
- » Farmhouse is an asset from a A/V use point of view.
- » Do we need manure pits? Why can't you say "pack it in" "pack it out". Vault toilets are nice, but porta-potties may be perfectly suitable.
 - NV5: Porta-potties are more prone to vandalism and viewed as a temporary solution, would need to be pumped much more regularly (weekly).
- » Equestrian parking area: There needs to be separation between hiking parking and horse trailer parking.
 - CPRD/NV5: There are opportunities for more parking. Lots of openings between trees in this area to locate additional/formally planned parking.
- » Could there be a dog off leash area? It would have to be fenced. No one sees to follow the leash law. It's an opportunity to consider.
 - CPRD/NV5: Yes, there is room either southeast or northeast of the farm house.
- » Alternative A – Steep trail grades.
 - NV5: Trail design would be addressed by trail standards.
- » Ephemeral stream along the southwest property line. Has been taken off fish impacting water source. Horse trails that cut through it are a mess, and partially under water in the winter. There might be no legal limits on changes to trail during the summer.
 - CPRD: So there needs to be adjustment of trails that cross over ephemeral stream.
- » Has there been discussion about drilling a new well? Could the spring get restored?
 - CPRD: (Response to well) We have not gotten that far yet. There is a 10,000 gal tank at the house, filled by the existing well that pumps 1.5 gal/minute.
- » Generally, I would suggest cleaning up the spring (seep). It looks like an old dam has breached and filled with sediment.
 - Group: The spring would be hard to restore. It might be better to envision wetland restoration than a new pond. Do we want to have a self-sustained ecosystem over the long term (25-year timeline)? Or something that will require consistent management.

Additionally, we should manage the land for the changing climate.

- » We need to be cognizant about not losing the history of the site with too much focus on things that stray from Crystal's vision.
- » Not all park users live within CPRD district. Could there be a fee that is charged to bike and horse users? There needs to be another source of revenue.
 - CPRD: There is not a single-entry point to control and charge. Volunteering would go a lot farther. It costs money to fund people in charge of collecting money/policing the property.
 - NV5: Equestrian area could be exclusively controlled, but mountain biking is more difficult.
- » A fee structure could discourage negative use. Access needs to be funneled to a single point for security. Fees need to be implemented. There needs to be more emphasis on users that are NOT biking and horses.
- » Is there concern about the relationship between hikers and bikers?
 - NV5: As parks become more populated, there will need to be volunteer groups educating each other, especially if trails are integrated with different user groups.
- » Out of concern of fire risk, there won't be fire pits in the park will there?
 - NV5/CPRD: No. There will not be any fire pits. No-fire signs will be posted.
- » If there is an emergency, what sort of plan would there be?
 - NV5: That will be included be in the next steps of the master plan process, and coordinated with TVFR.
- » Trail use: The way the trails are designated currently is probably the safest. Option A. Based on population use, it's possible that horse use will get squeezed out if mountain bikers were allowed to use equestrian trails, since there are many more mountain bikers in the general population.
 - Group: Make hard division between east and west side, divided by the road. Mixing trail uses would lean towards biking use to overrun the trails and be harder to maintain considering all groups.
 - Park is a good resource for both parties. Bike use is still important from a standpoint of taxbase representation.
- » Could there be pedestrian only trails? Oak savannah gives more opportunity for trail expansion opportunity. This doesn't have to be the end of trail development.
- » Have there been any user or parking lot counts?
 - NV5: There have not been counts.
- » What's the next step?
 - NV5: A single preferred master plan draft for review by park board and focus group. This will influence the questions around funding of the park since it will help generate a budget. The next phase to produce a preferred master plan will take 4-6 weeks.
- » Could there be more focus on family use?
 - CPRD/NV5: A concrete pad and picnic table is inexpensive to install. That would be an easy feature to implement in the near future at specific locations.

Appendix E: Master Plan Alternatives Meeting Minutes

Date of Meeting: 10/17/2023

Meeting Time: 2:00pm-3:00pm

Notes: NV5

Participants:

- CPRD:
 - » Casey Creighton
 - » Bryan Stewart
 - » Don Clements
- NV5:
 - » Jon Champlin
 - » Stefan Golos

Group Discussion:

- Farmhouse facility would be used for outdoor school (Summer months)
- Normal planning process is to document full scope of public involvement. We will plan on including voting and outreach (CPRD).
- CPRD acknowledges/understands the conflict between bikes and horses.
- In the final report, we should acknowledge what the board's decision is regarding equestrian and mountain biking use on the site. We should not have a report that does the opposite of what the board decided.
- The only change that may happen is designating mountain bike trails as equestrian/pedestrian trails (Bike trails would no longer be a site use).
- Mountain bike trails on preliminary alternatives will still be in the report, but wouldn't be on the final master plan graphic.
- A revised master plan alternative should be provided to the focus group. We are not going to block any transparency.
- Focus Group: Share final preferred Master Plan as a draft, and email memo to explain the board's decision. Bryan (CPRD) suggests still having a final in-person meeting.
- NV5 - Review trail surfaces exhibit. Possibly remove "dirt only" segments. CPRD recommends removing dirt only segments because they are specific to mountain bikes.
- Materials (Woodchips vs. gravel). CPRD will respond with a determination on maintenance and any changes to extents of materials on trails. 1/4" minus could work for ADA, but it will need to be maintained. There is an option for binding on the surface. List the products in the master plan to give CPRD a choice. Minimum of three (would prefer four or five).
- Update trail difficulty exhibit to reflect equestrian only. A "steep grades ahead" sign could be located at the beginning trail segments.
- Trail surface details: Adding 3/4" base beneath wood chips prevents wood chips from getting water-logged and rotting. CPRD will respond with comments.
- Clearing standards - Mountain biking will be removed.

- Next Steps:
 - » Send updated plan to CPRD this week. After TVFR coordination, have another focus group meeting. Start draft report and provide preliminary cost estimate.
 - » Master plan will cover a list of proposed events/activities for farmhouse. It will also compile a list of related documents already owned by CPRD including the conditional use permit.

Appendix F: Focus Group Feedback on Draft Master Plan

The following is a summary of the feedback that was received from the Focus Group for the Final Draft Master Plan. These comments were received between January 16, 2024 and January 19, 2024.

1. Restoring the hay meadow to Oak Savanna is positively received, while keeping other agriculture fields in production. It is a good compromise.
 - Consider adding paths in the Oak Savanna as “pedestrian only” with no horses.
 - Needs an implementation/maintenance/monitoring plan, which will be a decades-long process.
2. Off-leash dog area is positively received.
 - Consider separating into two sections - one for small dogs and one for large dogs.
 - Consider relocating the off-leash dog area to the west of the playground. More central to other activities, and move it out of the wooded, natural part of the park.
3. The plan lacks opportunities for “pedestrian only” trails, without horses. Some pedestrians are intimidated by horses. Potentially consider the current cyclist single track to be pedestrian only.
4. The gravel and wood chip surfacing improvements
 - Trail surfacing as shown will be a large cost item, and seems out of place at Rilee Park. Natural trail surfaces are what makes Rilee Park desirable and fit into the idea of a rural park setting. Perhaps a better mix of gravel, wood chips, and natural surface trails is a better approach.
 - Being such a large cost item, please consider striking trail surface improvements from the Master Plan, keeping only the trails seasonal (as they are now). Focus should be on other improvements instead.
 - A priority or phased resurfacing plan, indentifying which trails should be resurfaced first, would be helpful to include in the master plan.
 - Perhaps a portion of the trails, specifically around the farmhouse, can be paved as ADA-accessible walks. Maybe a 1-mile loop of paved trails, for senior citizens and wheelchairs.
 - Consider adding a buffer around the gravel trails that surround the agriculture fields, to avoid conflicts between the gravel surface and the farming practices.
 - Wood chip trails would likely not hold up on steep slopes used by equestrians.
 - Implementation and constructability of the full trail plan will be difficult given the existing site conditions and slopes. The trail system should be broken into sections by priority, implementation difficulty, etc.
 - The layout of the existing trails is being kept as-is for the most part. However, it was not planned out to begin with. Should each of the trail segments be looked at in detail and re-routed to match the existing grades better, to be more reasonable to build/maintain.

- The trail segment along the west side of the southern portion of the plan is essentially underwater during rain events. Wood chips will be washed away. Consider an elevated boardwalk or walkway, so this trail segment is passable year-round.
5. Some focus group members are disappointed to see mountain biking removed from the master plan.
 6. Some focus group users are pleased to see the park focused on pedestrian and equestrian uses.
 7. Some focus group members are disappointed that the Master Plan caters to a small percentage of CPRD taxpayers who ride horses, instead of the public at large. At a minimum, equestrians should be charged a usage fee, just like the golf course and swimming pool.
 8. Consider making the playground have a “farming history” theme, to tie into the history of the farm and the Rilee/Parrett family.
 9. Consider revenue generating options:
 - For equestrians, such as horse corrals, horse camping area, camp host, obstacle course, etc. Would need a water source - there was once a hand-dug well in the tree area close to the old cabin site.
 - Farmhouse - List out revenue generating events.
 - It would be nice if the master plan included some funding ideas, such as equestrian parking fees, grant sources, or fund raising events.
 - Would like CPRD to start thinking about how Rilee park can generate revenue to be self-sufficient vs. cost burden for the district.
 10. Automatic gates can be costly and have issues. An alternative is to employ a park ranger in exchange for free housing, to open/close gates? Camp host could also help with gate management, and would help deter vandalism in the park.
 11. The new parking lot at the north end seems unnecessary. It is already difficult to manage multiple entrances into the park. Eliminate it or keep it as a very low priority.
 12. The shelter at the north end of the park would be costly, exposed, and isolated for problems/vandalism to occur. Consider spending money on other improvements.
 - A simple bench and shade trees would suffice, instead of a shelter.
 - Great location for family picnics. Suggest not allowing equestrians, but reserving this location for pedestrians/families only.

13. The manure compost bin at the equestrian trailhead should be removed.
14. The master plan must include signage to separate horse-trailer parking from passenger car parking (at the equestrian trailhead).
15. Consider adding tie rails and mounting blocks at all of the destinations throughout the park.
16. Consider using porta-potties instead of vault toilets. They are less expensive and serve the same purpose.
17. A cost estimate of the proposed improvements is needed.
18. The master plan needs to address conflicts between equestrian usage and pedestrians. Perhaps through signage?
19. The master plan should have a development priority. One example could be (in order):
 - Family education, family recreation and safe family exposure to nature.
 - Collection of environmental data to further understand the natural environment at this aspect and elevation.
 - Equestrian trails - Where they do not interfere with, or limit #1, #2, or #4.
 - Mountain biking trails - Where they do not interfere with, or limit #1, #2 or #3.
20. The crossings on Parrett Mountain Road need to be sufficiently planned, designed, and signed properly for safety. Horses crossing this busy road is a major concern, now that equestrians are allowed on both sides of the property.
 - Consider adding another road crossing at the south end of the property across Parrett Mountain Road.
21. Consider establishing a palustrine forested wetland at the springhouse location, or at least exploring if this idea is feasible.
22. Consider eliminating the vault toilet at Bob's corner since there will already be facilities at the farmhouse and the equestrian trailhead.

Appendix G: Special Board Meeting: Working Session

Date of Meeting: 6/6/2024

Meeting Time: 6:00pm-7:27pm

Notes: Kat Ricker

Participants:

- CPRD Board:
 - » Matt Smith, President
 - » Jason Fields, Vice President
 - » Gayle Bizeau, Secretary/ Treasurer
 - » Jim McMaster
 - » Lisa Rogers
- CPRD Staff:
 - » Don Clements, Superintendant
 - » Casey Creighton, Assistant Superintendant
 - » Richard Cornwell, IT Specialist (meeting operator)
 - » Julie Petersen, Special Services Supervisor/Recreation Supervisor
 - » Kat Ricker, Public Information Director
 - » Russ Sheehan, Parks Staff
 - » Bryan Stewart, Basic Services Supervisor/ Parks and Facilities Supervisor
- NV5:
 - » Jon Champlin
- Public:
 - » Ryann Reinhofer
 - » Jon Globig
 - » Kena Ramsay
 - » Danna Kemp
 - » Lauren Pfeiffer
 - » Matt Dolphin
 - » Brian Bowman
 - » Joe Teshera
 - » Cricket Dixon
 - » Tamra Busch-Johnson
 - » Blanche Cole

Public Participation:

- Jon Globig (Resident bordering the park, member of original advisory committee) - Concerns about security and safety; CPRD has no way of controlling the park users: Users are trespassing onto his own property. CPRD needs ways to monitor how many people are using the park, and how many are benefitting. Nothing in the plan addresses how improvements would be funded.

- Matt Dolphin (Resident, VP of Fields Services for Equestrian Trails, member of Chehalem Heritage Trails Advisory Committee) - What features have been added to make this park unsuitable for bicycles? Why hasn't the board passed an amendment formalizing disallowing bicycles and allowing horses?
- Ryann Reinhofer (Resident, equestrian) - Announced the formation of a 501 (c)3 called Crystal Rilee Equestrians. Has seed money, proposed working with CPRD for improvements and enhancements; can help enhance law enforcement presence. Applying for grant and would like to help with implementing the master plan.
- Blanche Cole (Resident, equestrian and breeder) - Loves the park and said it is an important asset to the community. Nothing else nearby.
- Tamra Busch-Johnson (Resident, equestrian) - Wants good signage, color-coding trails for wayfinding in emergency. Wants better parking and some kind of security cameras to know who is there.
- Lauren Pfeiffer (Resident, equestrian) - There are so many new riders, and hikers who are amazed by the park and happy to see horses, and hikers and horses can share the trails. Equestrians are talking about it now so word has spread quickly.
- Kena Ramsey (Wilsonville resident, equestrian) - Uses the park. Nothing else is nearby. East side is easier on the joints of older horses. Now people are coming back who used to use the east side. Wants signage where road crosses west/east sides. Recommended guest sign in box.
- Joe Teshera (Resident) - Asked whether this was intended to be a public park or commercial venture. Smith answered it could be both.

Discussion of Proposed Masterplan for Bob and Crystal Rilee Park:

- Jon Champlin, NV5 masterplan lead, presented plan and gave background on the process, public outreach and feedback. Cost estimate is close to \$2 million, but the vision is for 15 to 20 years. Not all improvements immediately.
- Priorities recommended in order of importance:
 - » Improving safety and security (Prioritize automated, timed gates to regulate people using the park during designated hours of operation).
 - » Improving existing facilities, wayfinding signage
 - » New improvements such as nature playground, off-leash dog area, vault toilets, and picnic tables.
- Matt Smith identified things that were missing from the plan; Revenue generators. He disapproved of the human obstacle course (for lack of popularity) and instead favored horse obstacle course, to be used on a (lucrative) fee basis. That could fund fences, gates, make part of the trail user-friendly year-round. He wants to see revenue drivers such as a covered arena, horse therapy barn, clinics added to the plan.
 - » Jon Champlin said what they can do is shape the site. He went through the items that Smith had mentioned for discussion, and said that focus groups had discussed focusing on the general public at large, more than an equestrian focused park. He said NV5 could that if CPRD wanted (Identify zones for these features, not design them).
 - »

- Lisa Rogers said that we have to be careful that we are serving all of the people of the District, who are paying taxes. Smith's wishlist would require feasibility studies for each.
- Jason Fields asked Don Clements if people for outside the District use the swimming pool. Clements confirmed this. Clements also went on to explain the Out-of-District fee used to offset the use. If it's good for the community, then everyone else outside of it come in to use it too, he said. Clements advocated for the separation of horse riders and bike riders and talked about the history of this park and the Board's decision to ban bicycles. Explained system development charges for capital development projects.
- Jason Fields clarified that any fees for equestrians to use this park would be only for special events and not general use. Jim McMaster cautioned that things change and this could not be known yet. Smith said he would not want to see fees for general trail use.
- Jim McMaster pointed out that a proportionately large amount of man hours are being spent on this park. Any agreement with a nonprofit would have to be reviewed through legal counsel, and this is a good start.
- Discussion points included:
 - » How to proceed
 - » How many amenities would be funded
 - » Prioritizing safety
 - » Outdoor recreation and programming
 - » Present and potential for future at this park
 - » CPRD budgeting structure and limitations
 - » The need to bring revenue on top of taxes
- McMaster explained that the nonprofit would work directly with staff, and staff would bring updates to the Board. Reinhofer said that fundraising had been done so far and had been successful in a couple of weeks that she was optimistic about continued success with fundraising.
- Clements cautioned that staffing levels must be considered. Whether additional staff would be necessary.
- Smith said he is frustrated that we have had this park for ten years and has maintained it but has not done more with what we have, such as hiking trails, viewpoints and outdoor schools. Not just horses but that is a huge part of it. He wants good parking, gates, advertising, and it will bring in money to fund the park features. We need to do more with this park.
- Champlin referred to page 35 for ideas for revenue drivers, and recommended leaving the plan fairly open and fluid. Things changes, and park development is dynamic and changing. He said the road crossings are major safety concerns, and recommended starting conversation with the county immediately; Fields asked Clements if he can start on that. Clements directed it to Casey Creighton and Creighton said that he would.

- Discussion continue on the need for additional portable restrooms, specifically at horse trailer turn-around parking area; using railroad ties to identify parking areas; how to emphasize crossings for safety and visibility; being cognizant of the neighbor's dislike of increase in traffic from park events.

Adjourned at 7:27pm.

Next meeting: Regularly scheduled board meeting is set for June 27th.

Appendix H: Restroom Building Options



VAULT WATERLESS RESTROOMS

SIMPLE TO INSTALL

CXT® buildings require minimal site preparation and can typically be in use on the day of installation.

READY TO USE

Our buildings are prefabricated and delivered complete and ready to use.

EASY TO MAINTAIN

Our interiors are designed to resist abusive wear and can be cleaned quickly with warm soapy water and a brush.



CASCADIAN



ROCKY MOUNTAIN



GUNNISON

DOUBLE VAULT



TIOGA



DOUBLE ROCKY MOUNTAIN

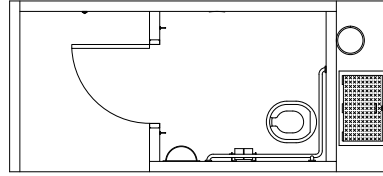


DOUBLE CASCADIAN

Engineered to withstand snow, wind, flood, and zone-4 seismic loads.

CASCADIAN — 6' 6" x 14' 8"

Cascadian is a single vault style restroom. Standard features include polyethylene lined concrete vault, simulated board and batt upper and lap siding lower textured walls, simulated cedar shake textured roof, off loaded and set up at site.



CXT
800.696.5766
cxtinc.com

Price Per Unit			
Base Price	\$ 30,650.00		\$ 30,650.00
Added Cost Options	Click to Select		
Earth Work (includes excavation, backfill and cleanup)	\$ 4,500.00	<input checked="" type="checkbox"/>	4,500.00
Custom Wall Texture	\$ 6,000.00	<input type="checkbox"/>	0.00
Optional Roof Texture <input type="checkbox"/> Ribbed Metal	\$ 3,500.00		0.00
Insulated Roof Panel	\$ 1,800.00	<input type="checkbox"/>	0.00
Room Wastebasket	\$ 250.00	<input type="checkbox"/>	0.00
Stainless Steel Riser	\$ 2,500.00	<input type="checkbox"/>	0.00
Hand Sanitizer Dispenser	\$ 150.00	<input type="checkbox"/>	0.00
Baby Changing Table	\$ 750.00	<input checked="" type="checkbox"/>	750.00
Fiberglass Door and Frame	\$ 3,300.00	<input type="checkbox"/>	0.00
Owl Guard	\$ 150.00	<input type="checkbox"/>	0.00
Marine Package (excluding fiberglass door and frame)	\$ 4,500.00	<input type="checkbox"/>	0.00
Solar Light Kit	\$ 1,200.00	<input type="checkbox"/>	0.00
Solar Fan Kit	\$ 1,200.00	<input type="checkbox"/>	0.00
Rain Vent Cap	\$ 150.00	<input checked="" type="checkbox"/>	150.00
Timed Lock System	\$ 1,350.00	<input checked="" type="checkbox"/>	1,350.00
Total for Added Cost Options:			\$ 6,750.00
Custom Options: Extra Crane 8 HR Min \$2,500			\$ 2,500.00
Engineering and State Fees:			\$ 4,200.00
Estimated One-Way Transportation Costs to Site (quote):			\$ 4,300.00
Estimated Tax:			\$
Total Cost per Unit Placed at Job Site:			\$ 48,400.00

Estimated monthly payment on 5 year lease **\$969.83**

Other Options			
One Color: (select one)	Two-Tone Color: Walls (select one) Roof (select one)	Floor Plan: (select one) Deadbolt Lock: <input type="checkbox"/>	Toilet Paper Holder: (select one) Privacy Latch ADA Handle: <input type="checkbox"/>

Signage:

☐ Men ☐ Women ☒ Unisex ☐ Accessible

Wall Vent Location: (upon entering door)

☐ Right Side ☐ Left Side ☐ Rear ☐ Door

*Building includes restroom signs in Braille and roman lettering.

Notes:

This price quote is good for 60 days from date below, and is accurate and complete.

Todd Weger Digitally signed by Todd Weger
Date: 2023.11.15 17:03:17 -08'00'

CXT Sales Representative

Date

I accept this quote. Please process this order.

Company Name

Company Representative

Date

Appendix I: Trailhead Kiosk Options

Displays4Sale

A DIVISION OF ACCESS DISPLAY GROUP, INC.

TEL: 800-289-1539 FAX: 877-842-5126

E-MAIL: info@displays4sale.com

Product Sheet

Item ID # EDK-117

3-IN-ROW Kiosk ECO-Design Outdoor Freestanding Information Message Boards with Literature Rack

FOR CURRENT PRICING, VISIT THE ID # LISTED ABOVE



Full
Perimeter
LED Lighting



Literature Rack
(comes with 5 Slots)

Product Details

- Eco-Design Outdoor 3-IN-ROW KIOSK Message Center
- Literature Rack with (5) Slots Included
- 3 Panel Free Standing Information Display Board
- Faux Wood Recycled Dense Plastic Lumber
- Viewing Area: 28.25" Wide x 42" High (Two Sides)
- Viewing Area: 42" Wide x 28.25" High (Center)
- Overall Size: 132.75" Wide x 8.5" Deep x 84" High
- Four Posts 3 1/2" Square Structural-Grade Recycled Plastic
- **Extra Durable Heavy-Duty Black Rubber Tackboard**
- (3) Locking Display Cases | 2 Locks per Door with Two Keys Included
- (3) In-Line Doors - (1) Center Case **BOTTOM HINGED**
- (2) Outer Cases **SIDE HINGED**
- Stainless Steel Door Hinges
- UV-Resistant non-yellowing, break resistant acrylic window
- **Eco-Friendly, Maintenance Free**
- Constructed from high density Recycled Plastic (Polyethylene) Lumber
- Faux Wood Style: Looks like Real Wood
- Will Not Rot, Splinter or Crack
- Impervious to Water, Chemicals, Insects
- Six Faux Wood Finishes
- Weather Resistant Exterior Cabinet: Not flood or waterproof
- Finished back panel adds structural integrity
- Protective Slanted Top Roof Shield
- Choose Posts: **In-Ground or Surface Mount**
- **Optional:** LED Illuminated display cases
- Call For Outdoor Custom Message Center Sizes Standing or Wall Mount

Post Options

SURFACE MOUNT POSTS

If you're looking to display your message board on concrete, brick, cement or any other solid surface, this is the best option. Included are (4) Metal Base (sleeves) which accept each post with a secure snug fit. To properly install the freestanding message board, simply use the appropriate screws and anchors for the surface where you are affixing the post.

- Includes (2) 78" High x 3 1/2" Posts
(2) 60" High x 3 1/2" Posts
- Base Plates: (4) 8" Wide x 10" Deep" x 8.5" High

IN-GROUND POSTS

When installing your display directly into ground (for example grass or dirt), then this is the option to choose. Posts provided are longer than the surface mount posts, as a portion of the posts will be dug into the ground for added support. The overall height will remain same as surface mounted posts, for an ideal viewing height.

- Includes (2) 114" High x 3 1/2" Posts
(2) 96" High x 3 1/2" Posts

Recycled Plastic Construction Benefits

- Maintenance Free Recycled Plastic.
- Eliminate yearly maintenance with high-quality recycled plastic outdoor display boards & no painting or replacing rotting boards.
- Will not crack or decay, split, peel, rot or chip
- Rustproof and graffiti resistant
- Impervious to water, chemicals, and insects
- Finished back panel looks great and adds structural integrity

Ordering Options

5-SLOT LITERATURE RACK

This optional literature holder is ideal when you have pamphlets, brochures, catalogs, maps, advertisements etc.. that you want to display and offer to the public when passing by. Comes included with a top hinged cover and acrylic shield to protect your brochures from inclement weather. The rack will match the color of your message center you select.

- Includes **Five** Slots.
- 5 Slots have a viewing area of 8.5" Wide x 10" High

LED LIGHTS - BRIGHTER & LONGER LASTING

Go GREEN with our energy saving LED Lights. Interior LED Lights are positioned on the interior to spotlight your posters, signage, postings, menus, and other printed announcements. LED lights are long lasting, and energy efficient.

INSIDE PERIMETER (ALL 4 SIDES)

For this option we install LED strip lighting along the entire Perimeter of the interior message center. The light will shine from all 4 sides of the interior case, bringing more light intensity to the contents being displayed inside.

- Pre-cut 1/2" dia. LED light roping is factory-installed
- Pre-assembled SJT (Heavy-duty) power cord with rectifier & 2-prong polarized plug requires a power source
- Power cord exits out the bottom of the message center
- 1" vertical LED bulb spacing
- Temperature Rating: -60Â°âF - 200Â°âF
- Light Color: Warm white
- Brightness: 6500
- Dimmable
- 100,000 hours of burn time
- Energy efficient - only consumes 0.8 watts per foot
- 120 volts (No transformer required)
- Indoor/ outdoor use.

Model	Overall Size	Viewable Area Side Boards	Viewable Area Center Board	Hinge Location	Shipping Weight (With Posts)
EDK-117	132.75" w x 8.5" d x 84" h	28.25" w x 42" h (2)	42" w x 28.25" h (1)	Left and Bottom Hinged	436 LBS



ECO-Design 28x42 Outdoor Freestanding ULTRA-SIZE Information Message Board Kiosk, Single-Sided Portrait Cabinet

FOR CURRENT PRICING, VISIT THE ID # LISTED ABOVE

Product Details

- Standing Information Board **Kiosk**
- Viewing Cabinet Area: 28.25" Wide x 42" High
- Eco-Friendly, Recycled Faux Wood Construction
- Leg Posts for In-Ground or Hard Surface Mount
- Overall Size: 42.5" Wide x 7.25" Deep x 82.75" High
- Two Leg Posts 3 1/2" Square Structural-grade Recycled Plastic
- Extra Durable Heavy Duty Black Rubber Tackboard
- **Faux Wood Style: Looks like Real Wood**
- Six Faux Wood Finishes
- Single-Sided Cabinet with One Door -Left-Hinged
- Locking Display Case | 2 Locks with Two Keys Included
- Stainless Steel Door Hinges
- UV-Resistant, non-yellowing, break-resistant clear acrylic window
- **Eco-Friendly, Maintenance Free**
- Constructed from high-density Recycled Plastic (Polyethylene) Lumber
- Will Not Rot, Splinter, or Crack
- Impervious to water, chemicals, and insects
- Weather-Resistant Exterior Cabinet: Not flood or waterproof
- Finished back panel adds structural integrity
- Protective Slanted Top Roof Shield
- Optional: LED Illuminated display case
- Call For Outdoor Custom Message Center Sizes Standing or Wall Mount

Post Options

SURFACE MOUNT POSTS

If you're looking to display your message board on concrete, brick, cement or any other solid surface, this is the best option. Included are (2) Metal Base (sleeves) which accept each post with a secure snug fit. To properly install the freestanding message board, simply use the appropriate screws and anchors for the surface where you are affixing the post.

- Includes (2) 60" High x 3 1/2" Posts
- Base Plates: 8" Wide x 12" Deep" x 8.5" High

IN-GROUND POSTS

When installing your display directly into ground (for example grass or dirt) , then this is the option to choose. Posts provided are longer than the surface mount posts, as a portion of the posts will be dug into the ground for added support. The overall height will remain same as surface mounted posts, for an ideal viewing height.

- Includes (2) 96" High x 3 1/2" Posts

Recycled Plastic Construction Benefits

- Maintenance Free Recycled Plastic.
- Eliminate yearly maintenance with high-quality recycled plastic outdoor display boards - no painting or replacing rotting boards.
- Will not crack or decay, split, peel, rot or chip
- Rustproof and graffiti resistant
- Impervious to water, chemicals, and insects
- Finished back panel looks great and adds structural integrity

Lighting Options

LED LIGHTS - BRIGHTER & LONGER LASTING

Go **GREEN** with our energy saving **LED Lights**. Interior LED Lights are positioned on the interior to spotlight your posters, signage, postings, menus, and other printed announcements. LED lights are long lasting, and energy efficient.

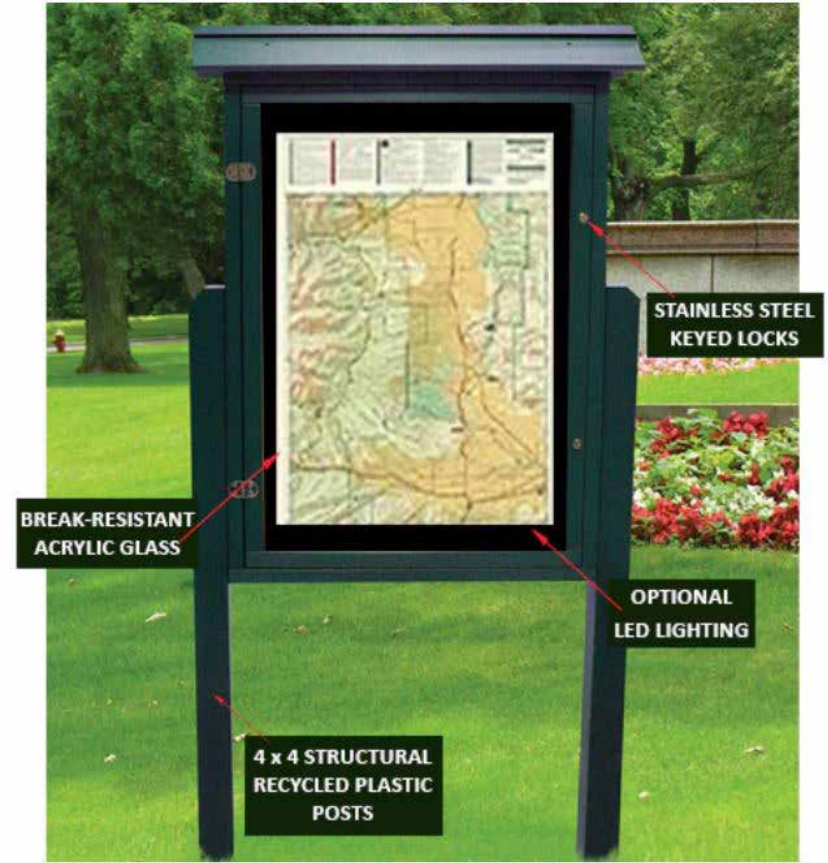
INSIDE PERIMETER (ALL 4 SIDES)

For this option we install LED strip lighting along the entire Perimeter of the interior message center. The light will shine from all 4 sides of the interior case, bringing more light intensity to the contents being displayed inside.

- Pre-cut 1/2" dia. LED light roping is factory-installed
- Pre-assembled SJT (Heavy-duty) power cord with rectifier & 2-prong polarized plug requires a power source
- Power cord exits out the bottom of the message center
- 1" vertical LED bulb spacing
- Temperature Rating: -60~F - 200~F
- Light Color: Warm white
- Brightness: 6500
- Dimmable
- 100,000 hours of burn time

- Energy efficient - only consumes 0.8 watts per foot
- 120 volts (No transformer required)
- Indoor/ outdoor use.

Model	Overall Size	Viewable Area	Orientation / Hinge Location	Shipping Weight (With Posts)
EDK-104	42.5" w x 7.25" d x 82.75" h	28.25" w x 42" h	Portrait / LEFT Hinged	154 LBS



Appendix J: Automated Gates

MASTERFUL ENGINEERING.

MECHANICS

- 24VDC Continuous-Duty Motor
- Operator Duty Rating: 100 Cycles per Day
- Wormgear Reduction: Precision-Machined All-Metal Gear Drive

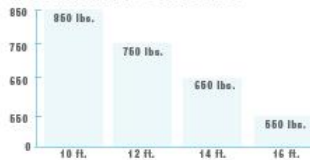
POWER

- 115 Single-Phase (Standard Control Box)
- Solar-Ready, Ultra-Reliable System Delivers Power When and Where You Need It (LMRRUL/LMTBUL Heater Option Not Recommended for Solar Applications)
- Accessory Power: 24VDC 500mA Output

COMMERCIAL-GRADE DESIGN

- Housing: Commercial-Duty Cast Aluminum
- UL® Usage Classification: I, II, III and IV
- Weights:
 - Actuator Arm: 19 lbs.
 - Standard Control Box: 13 lbs.
 - (Includes [2] 7Ah Batteries)

RECOMMENDED CAPACITIES



LA400PKGUL

24VDC RESIDENTIAL
LINEAR ACTUATOR



XLSOLARCONTUL
[NOT INCLUDED]

21.00" x 17.22" x 6.19"

TEMPERATURE SPECIFICATIONS

-4°F (-20°C) to 140°F (60°C)



GATE TRAVEL SPEED
Opens 90° in 15-17 Seconds

Example Image of Swing Arm Gate





Appendix K:

Bob & Crystal Rilee Park
Master Plan

Century Farm & Gardens

Building Inventory, Review, and
Recommendations



Scott
Edwards
Architecture

Table of Contents

1	Existing Site Plan and Parking Plan
2	Proposed Site Plan and Parking Plan
3	Potential Century Farm Items for Display
4	Existing Conditions
5	Appendix: Code Requirements
	5A. Parking
	5B. Restrooms

1

Existing Site Plan & Parking Plan

Existing Site Plan Key

A. Parking Area

Open gravel lot currently with no striping. Antique farming equipment displayed at north end.

B. Accessible Parking Access

Concrete pad at NE corner of parking area, connected to accessible route to Farmhouse.

C. Concessions Building

(24'-2"x8'-4") Portable building sited at west edge of Parking Area with access to trails.

D. Farmhouse

(40'-5"x30'-5" house, 53'-3"x43'-2" with covered porch) Gabled farmhouse with wrap around porch, interior kitchen, living and dining room, bedroom, and ground floor restroom.

E. Farmhouse Event Terrace

Stamped concrete terrace at east end of farmhouse with outdoor kitchen.

F. Pergola

(24'x6') partially covered wood and steel structure for events, some rot noted in structure.

G. Farmhouse Garage

(42'-3"x28'-4") Building holds the Archive at the east end and a two car garage used for storage at the west side.

H. Well House

(22'-4"x10'-4") Building houses large water storage tank.

I. Catering Kitchen

(36'-6"x17'-5") Building houses a small kitchen at the south end and an accessible toilet room at the north end. Existing door threshold is too tall, door hardware may need to be replaced, ADA signage is needed, toilet

accessories (mirror and paper towels) need adjustment to comply with height and clearance requirements. Shower is being used for storage and needs review for accessibility requirements.

J. Museum

(32'-5"x22'-5") Building has a covered porch and houses some history display items viewed through windows.

K. Shop

(20'-5"x23'-7") Original Barn/Stable housing a variety of antique farming equipment and a stagecoach.

L. Original Barn

(22'-9"x14'-8") Old building is in pretty poor shape. Houses an antique tractor and a wagon.

M. Original Barn Outbuilding 1

(32'-6"x16'-2") Building is poor shape. It currently houses old tools and shop equipment.

N. Original Barn Outbuilding 2

Old gable building with covered outdoor area at east side.

O. Original Barn Outbuilding 3

(35'-9"x14') Old gable building moved to this location.

P. Cattle Barn

(58'-2"x45'-0") Functioning barn. Mostly covered space with enclosed Shop at NW corner.

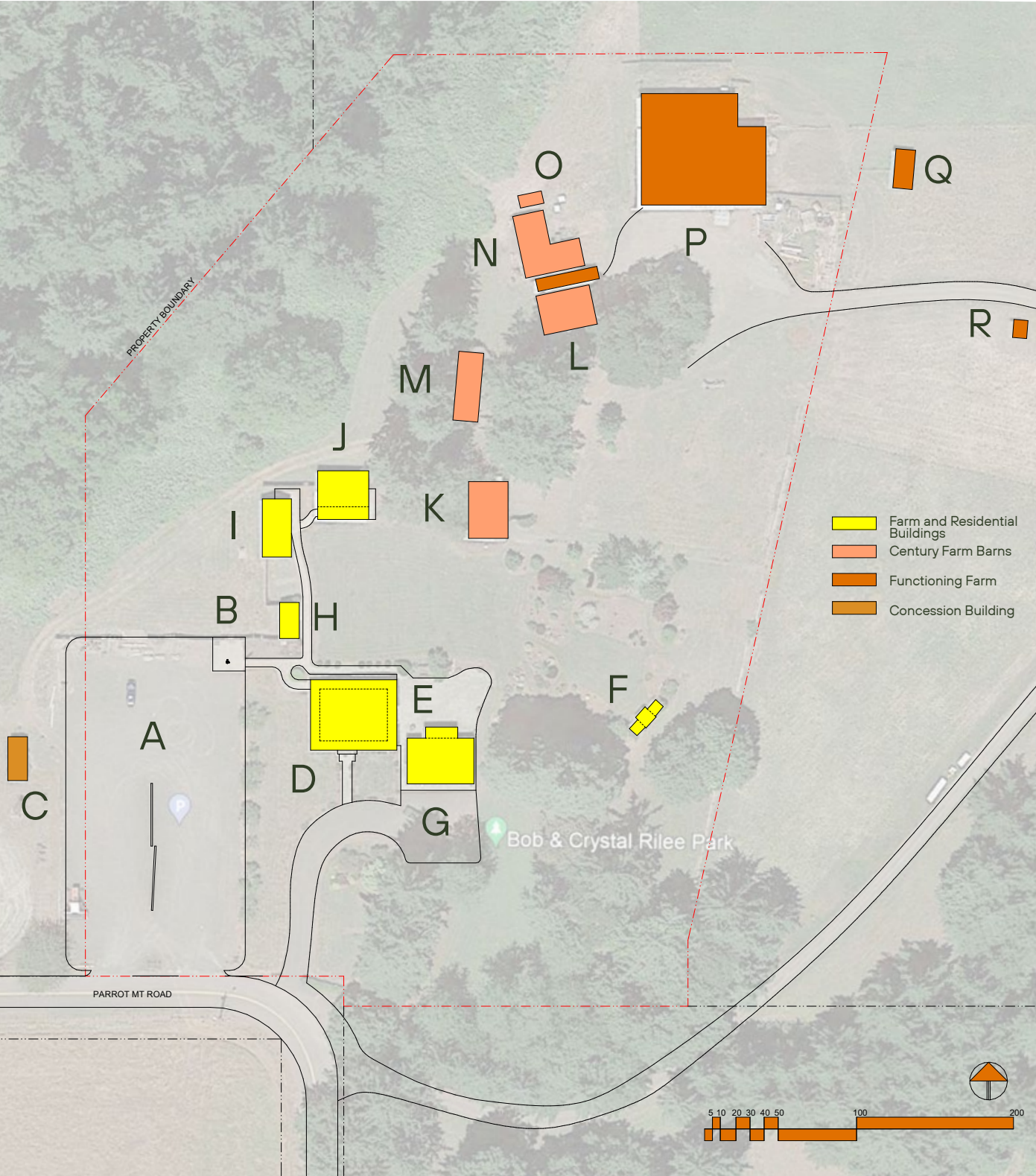
Q. Cattle Barn Outbuilding

(24'-6"x8'-11") Old Stable building looks currently unused.

R. Pump House

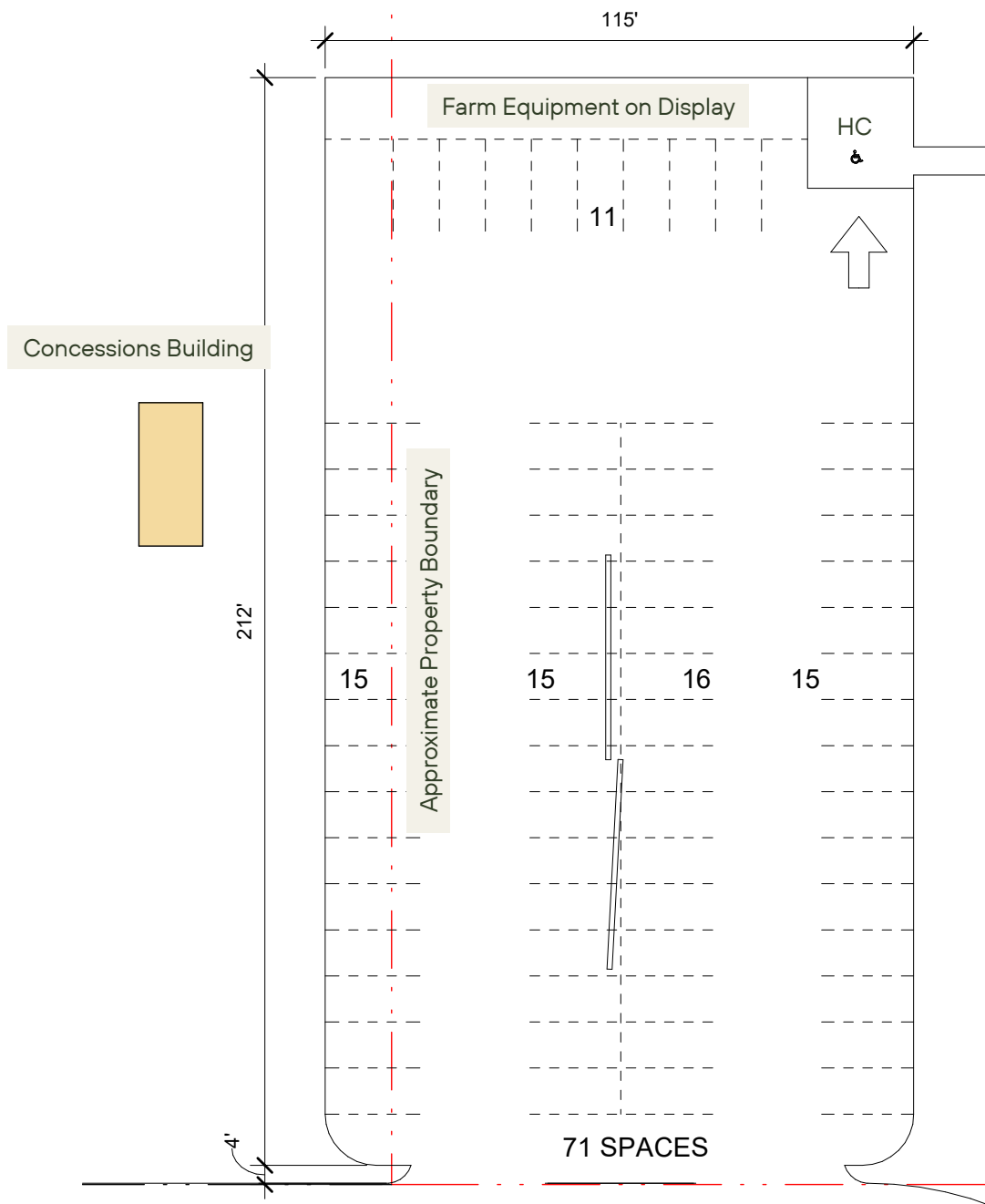
(10'-7"x8'-2") Small gabled structure in field. Unsure of use.

Existing Area Around Farmhouse



Existing Parking Design

The current parking lot has a gravel surface and is not striped. The only dividers are a couple of logs dividing the lot in half (E/W). The lot has the potential of around 70 spaces. At the north end of the lot there is a variety of antique farming equipment on display. At the NE corner there is a concrete pad for Accessible Parking that connects to the accessible path to the Farmhouse and Event building. At the west side is the Concessions building,



SCALE : 1:30

Parrett Mt. Road

Proposed Site Plan & Parking Plan

Proposed Site Plan Key

A. Parking Area

Paved and striped parking lot with gates. Landscaping.

B. Accessible Parking Access

Code required accessible spaces and sidewalks.

C. Concessions Building

Portable building sited at west edge of Parking Area with access to trails. The proposal includes an added Picnic Area, Toilets, and Bike Parking.

D. Farmhouse

Gabled farmhouse with wrap around porch built in the 90's with interior kitchen, living and dining room, bedroom, and ground floor restroom. The ground floor restroom could be made accessible or close to it if the threshold and door off the porch are modified and a new sink and grab bars are installed. A new interior door and signage would also be required.

E. Farmhouse Event Terrace

Stamped concrete terrace at east end of farmhouse with outdoor kitchen. There is only one nearby restroom. Based on a maximum guest count of 100, Oregon plumbing code will require 1 male water closet, three female water closets, 1 urinal, associated lavs, and one drinking fountain.

F. Pergola

Partially covered wood and steel structure for events. The pergola will need some structural and cosmetic upgrades and is not currently connected to the Event Terrace by an accessible route.

G. Farmhouse Garage

Building holds the Archive at the east end and a two car garage used for storage at the west side. If the Archive space will continue to be used it would be worth considering adding a more robust climate control system. The west side of the Garage may be a location to look at for the code required added rest room facilities for the Event Terrace.

H. Well House

Building houses large water storage tank

I. Catering Kitchen

Building houses a small kitchen at the south end and an accessible toilet room at the north end. Existing door threshold is too tall, door hardware may need to be replaced, ADA signage is needed, toilet accessories (mirror and paper towels) need adjustment to comply with height and clearance requirements. Shower is being used for storage and needs review for accessibility requirements.

J. Museum

Building has a covered porch and houses some history display items viewed through windows.

K. Shop

Original Barn/Stable housing a variety of antique farming equipment and a stagecoach.

L. Original Barn

Old building is in pretty poor shape. Houses an antique tractor and a wagon.

M. Original Barn Outbuilding 1

Building is poor shape. It currently houses old tools and shop equipment.

N. Original Barn Outbuilding 2

Old gable building with covered outdoor area at east side.

O. Original Barn Outbuilding 3

Old gable building moved to this location.

P. Cattle Barn

Functioning barn filled with equipment and vehicles. Mostly covered space with enclosed Shop at NW corner.

Q. Cattle Barn Outbuilding

Old Stable building looks currently unused.

R. Pump House

Small gabled structure in field. Unsure of use. It does not seem to have anything inside so its possible it could be removed.

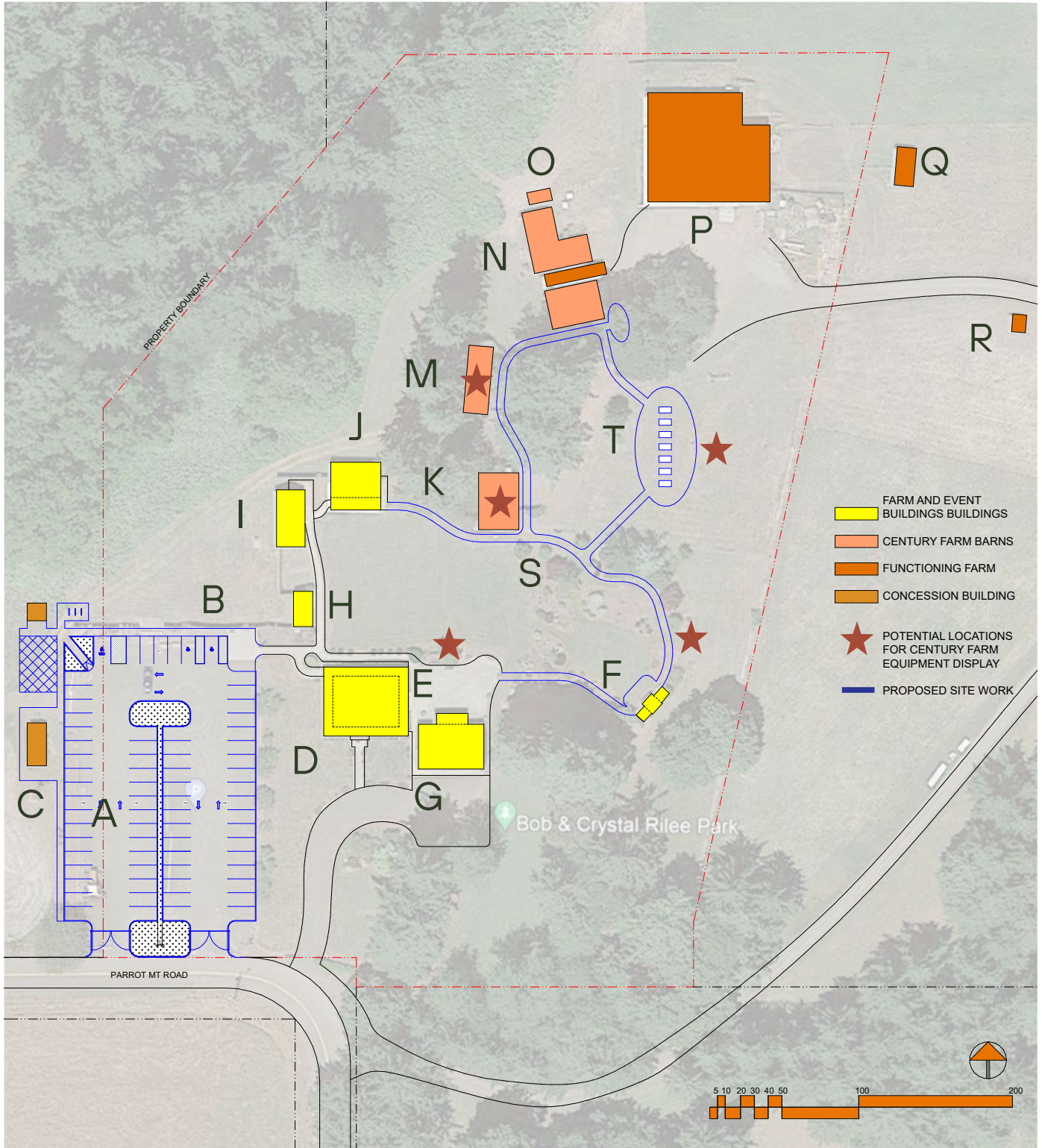
S. Expanded Accessible Walkways

Potential to expand the Accessible Walkways to connect to the Pergola and the Century Farm Barns. Walkway surface would be coordinated with the Landscape Architects and could be concrete or decomposed granite.

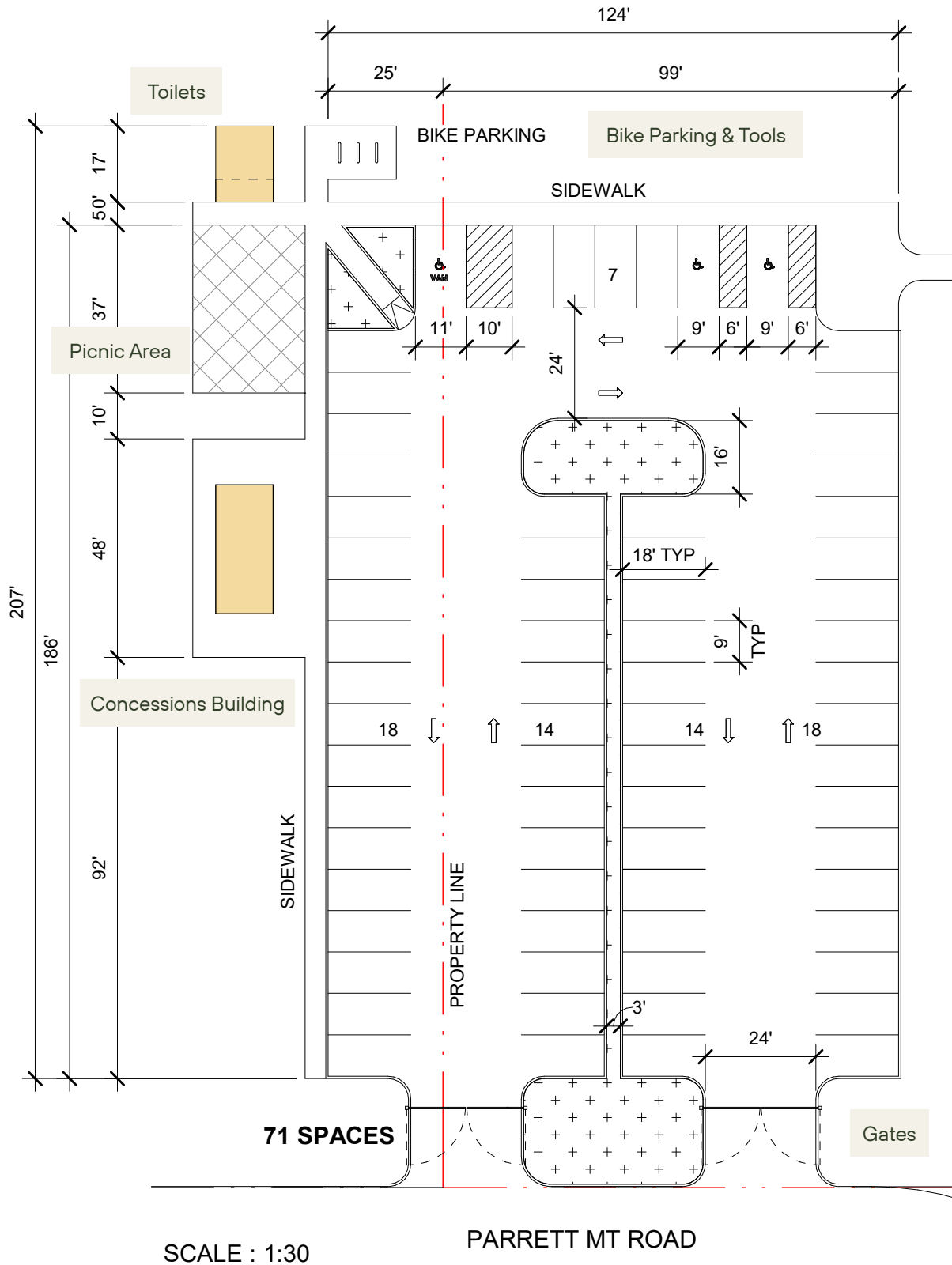
T. Picnic Area and Viewpoint

Potential to add an accessible picnic area and viewpoint to the new accessible loop walkway. Surrounded by a low concrete or stone seating wall the area could include picnic tables and barbecue grills.

Proposed Area Around Farmhouse



Proposed Parking Design



3

Farming Items

Potential for Display

Farming Items: Potential for Display

Scattered around the Century Farm there are a variety of antique farming implements, tools, equipment and vehicles that could be staged for display. Below is a general survey that exemplifies the items.



4

Existing Conditions

Survey Photographs and Notes

A Parking Area

Open gravel lot currently with no striping. Antique farming equipment displayed at north end.



View in parking area looking NE toward Accessible parking area.



View in parking area looking N to fencing.



View of antique farming equipment at north end of the parking area.



View of other antique farming equipment.

B Parking Area Accessible Route

Concrete pad at NE corner of parking area, connected to accessible route to Farmhouse.



Views from parking area along Accessible route to the farmhouse. The lot can accommodate around 70 parking spaces. Per Code Table 1106.2 (3) accessible parking spaces and (1) accessible van space should be provided. At a minimum, the paved area should be striped to provide a code required accessible parking space.

C Concession Building

(24'-2"x8'-4") Portable building sited at west edge of Parking Area with access to trails.



View west to Concession Building.



View across north end of the Concession Building with path to trails.



View of rules noted on Concession Building.

D Farmhouse

(40'-5"x30'-5" house, 53'-3"x43'-2" with covered porch) Gabled farmhouse with wrap around porch, interior kitchen, living and dining room, bedroom, and ground floor restroom.



View south side of farmhouse



View north side of farmhouse



View east side of farmhouse



View west side of farmhouse

D Farmhouse Interior

Farmhouse interior with kitchen, living and dining room, bedroom, and ground floor restroom.



View toward kitchen area



View in living area



View of bathroom



View of deck area

E Farmhouse Event Terrace

Stamped concrete terrace at east end of farmhouse with outdoor kitchen. There is only one nearby restroom. Based on a maximum guest count of 100, Oregon plumbing code 4.22.2 will require separate facilities for men and women including 1 male water closet, three female water closets, 1 urinal, associated lavs, and one drinking fountain.



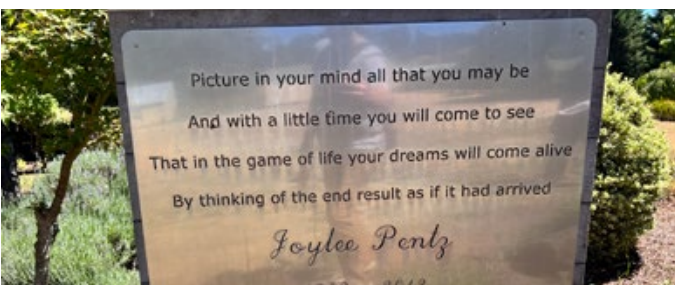
View NE across farmhouse event terrace



Detail view NE across farmhouse event terrace



View of event terrace outdoor kitchen



View of plaque at east edge of event terrace

F Pergola

(24'x6') partially covered wood and steel structure for events, some rot noted in structure. If this structure is to continue to be used it will need some structural and cosmetic work done. It is also not currently linked to any accessible route.



View south of pergola



View south of pergola

G Farmhouse Garage

(42'-3"x28'-4") Building holds the archive at the east end and a two car garage used for storage at the west side.



View south side of farmhouse and garage



View south side of garage



Typical view of typical contents of garage archive room

G Farmhouse Garage Interior

Interior of the garage used mainly for storage. This is a possible location for added restrooms to support the event terrace.



View NE of stored items in garage



View SW inside Garage



View east in Garage

H Well House

(22'-4"x10'-4") Building houses large water storage tank.



View of north side of well house



View of east side of well house



View of west side of well house

H Well House Interior

The interior of the Well House is almost completely filled with a water tank.



View of water timer in well house



View of pump inside of well house

Catering Kitchen

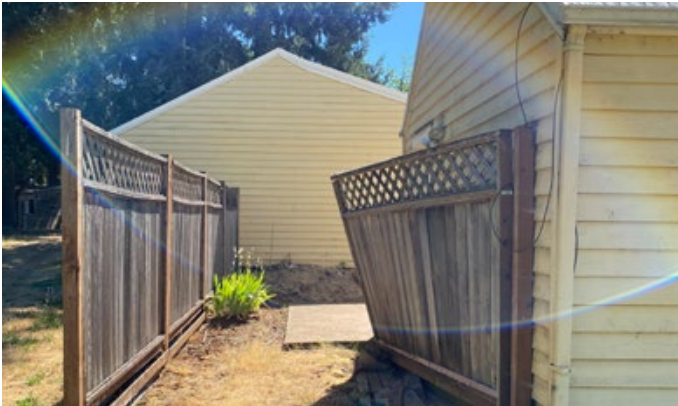
(36'-6"x17'-5") Building houses a small kitchen at the south end and an accessible toilet room at the north end.



View south and east sides of the catering kitchen and the accessible path



View of east side of catering kitchen



View of north side of catering kitchen



View of west and south sides of catering kitchen and of yard to the west

H Catering Kitchen Interior

The interior of the Kitchen Building houses a minimal kitchen and small mechanical space at the north end and a corridor leading to the exterior and to a mostly accessible restroom to the south end.



View south in catering kitchen



View north in catering kitchen



View of utility closet off of catering kitchen

I Catering Kitchen Interior

At the south end, the existing exterior door threshold is too tall, door hardware may need to be replaced, ADA signage is needed, toilet accessories (mirror and paper towels) need adjustment to comply with height and clearance requirements. Shower is being used for storage and needs review for accessibility requirements.



View in hallway off of catering kitchen. The threshold at the exterior door will need to be revised for accessibility.



View in accessible bathroom. The shower is currently being used for storage. If the shower needs to be accessible it will need further review.



View in accessible bathroom

J Museum

(32'-5"x22'-5") Building has a covered porch and houses some history display items viewed through windows. Condition and accessibility requirements are unknown. This display area takes up the south 1/4 of the building interior. The 3/4 to the north was locked and not accessible to view. Verify if public use is desired and evaluate for required upgrades. Exterior footing at NE corner was undermined.



View NE to museum building



View east at museum covered porch



View of east side of museum



View NE up drive north of museum

J Museum Interior

The interior of the space viewed through the exterior windows holds a collection of old photographs and antique objects from the farm's past.



View inside museum



View inside museum

K Shop

(20'-5"x23'-7") Original Barn/Stable housing a variety of antique farming equipment and a stagecoach.



View of south side of shop building



View NE to shop building



View of east side of shop building and stable area



View of north side of shop building.

K Shop Interior

The interior of the Shop houses a number of interesting antique implements.



View east side of the shop with the open stable spaces. There is a variety of antique equipment and vehicles stored here that could be used for Century Farm Museum display.



L Original Barn

(22'-9"x14'-8") Old building is in pretty poor shape. Houses an antique tractor and a wagon.



View of south side of barn



View of west side of barn



View of east side of barn



View in covered area at north side of barn

L Original Barn Interior

The interior of the Shop houses a number of interesting antique implements.



View of old tractor stored



View of old stagecoach wagon stored



Typical view of interior of barn

M Original Barn Outbuilding 1

(32'-6"x16'2") Building is poor shape. It currently houses old tools and shop equipment.



View of east side of outbuilding



View of north side of outbuilding



View of typical base of outbuilding

M Original Barn Outbuilding 1 Interior

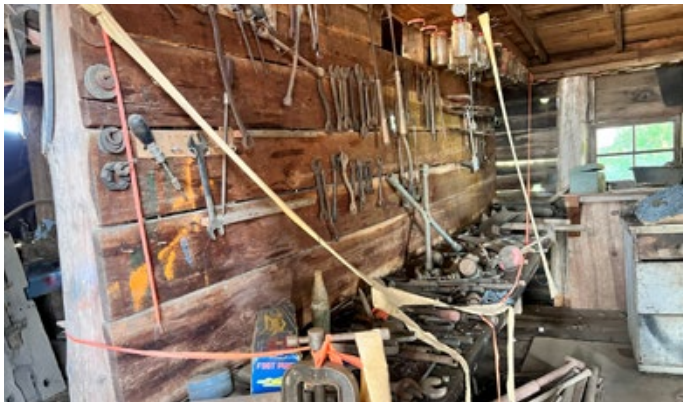
The interior of the Shop houses a number of interesting antique implements.



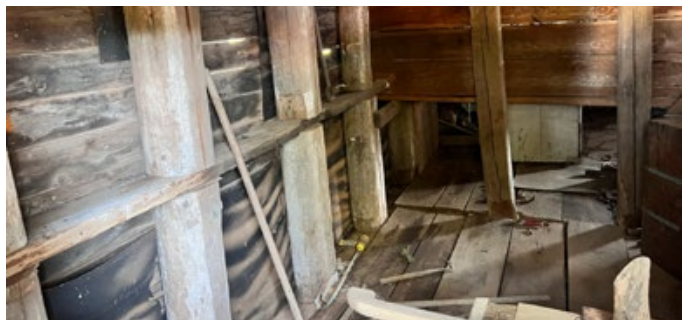
View in interior of outbuilding 1. There are many items stored inside that could be of potential use for the museum



View of interior of outbuilding 1



View of workshop area in outbuilding 1



View of interior of outbuilding 1

N Original Barn Outbuilding 2

Old gable building with covered outdoor area at east side.



View SE barn outbuilding 2



View of north side of barn outbuilding 2



View in covered area of barn outbuilding 2

O Original Barn Outbuilding 3

(35'-9"x14') Old gable building moved to this location.



View south side of barn outbuilding 3



View of interior barn outbuilding 3

P Cattle Barn

(58'-2"x45'-0") Functioning barn. Mostly covered space with enclosed Shop at NW corner.



View SE to cattle barn



View of south side of cattle barn



View of east side of cattle barn



View of truck garage in cattle barn

P Cattle Barn Interior



View of interior of cattle barn



View of interior of cattle barn



View of interior of cattle barn



View of interior of cattle barn of the hay ride wagon

P Cattle Barn Shop

At the SW corner of the barn is an enclosed shop with storage and work space.



View of shop area inside cattle barn



View inside shop area inside cattle barn

Q Cattle Barn Outbuilding

(24'-6"x8'-11") Old Stable building looks currently unused.



View of north side of cattle barn outbuilding



View across west side of cattle barn outbuilding to cattle barn beyond



View of south side of cattle barn outbuilding

R Pump House

(10'-7"x8'-2") Small gabled structure in field. Unsure of use.



View SE to pump house



View interior of pump house

Appendix: Code Requirements

Code Requirements: Parking

Based on conversations with the client the peak load for parking would be caused by an event at the outdoor event Space. The max load for the event space is capped at 100 people. The additional parking spaces required by staff will be accommodated by the farmhouse garage.

Accessible Parking

**TABLE 1106.2
ACCESSIBLE PARKING SPACES**

TOTAL PARKING SPACES PROVIDED IN PARKING FACILITIES	REQUIRED MINIMUM NUMBER OF ACCESSIBLE SPACES	NUMBER OF VAN ACCESSIBLE SPACES	"WHEELCHAIR USER ONLY" SPACES
1 to 25	1	1	—
26 to 50	2	1	—
51 to 75	3	1	—
76 to 100	4	1	—
101 to 150	5	—	1
151 to 200	6	—	1
201 to 300	7	—	2
301 to 400	8	—	2
401 to 500	9	—	2
501 to 1,000	2% of total	—	1 in every 6 accessible spaces or portion thereof
1,001 and over	20, plus one for each 100, or fraction thereof, over 1,000	—	1 in every 6 accessible spaces or portion thereof

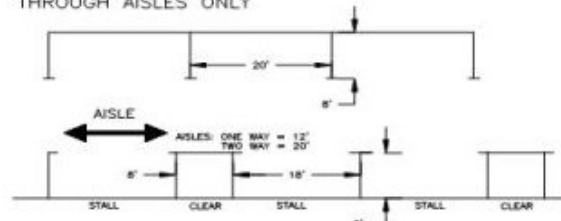
Parking Lot Design and Layout

Table of Dimensions (In Feet)

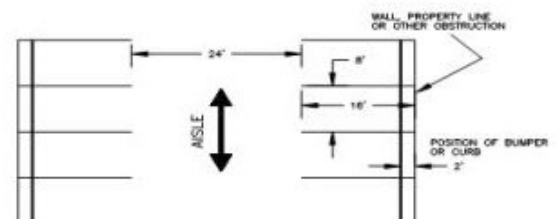
Stall Width with Corresponding Aisle Width						
Stall Width = X	9	9.5	10	10.5	11	12
Aisle Width = Y	24	24	22	22	20	20

Diagram 3

PARALLEL PARKING COMPACT VEHICLES
THROUGH AISLES ONLY



90° PARKING — THROUGH AND DEAD END AISLES



Code Requirements: Restrooms

Code required restrooms for the Outdoor Event Space at the Farmhouse. 100 guests.

4.22.2 Separate Facilities

Separate toilet facilities shall be provided for each sex.

Exceptions:

1. Residential installations.
2. In occupancies with a total occupant load of 10 or less, including customers and employees, one toilet facility, designed for use by no more than one person at a time, shall be permitted for use by both sexes.
3. In business and mercantile occupancies with a total occupant load of 50 or less including customers and employees, one toilet facility, designed for use by no more than one person at a time, shall be permitted for use by both sexes.

The exceptions don't apply.

422.2.2 Family or Assisted-Use Toilet Facilities

Where a separate toilet facility is required for each sex, and each toilet facility is required to have only one water closet, two family or assisted-use toilet facilities shall be permitted in place of the required separate toilet facilities.

Oregon 2021 Plumbing Code: Per 422.1 Fixture Count

A-2 (open area) for 100 people.

- 2 male water closets
- 3 female water closets
- 1 urinal
- 1 male lav
- 1 female lav
- 1 drinking fountain

Or A-5 (outdoor activities)

- 1 male water closet
- 3 female water closets
- 1 urinal
- 1 male lav
- 1 female lav
- 1 drinking fountain

Proposed:

Existing Restrooms: (2)

- (1) Catering Kitchen
- (1) Farmhouse

Proposed Restrooms: (2-4)

- (2) Parking Area
- (1-2) Event Space

Questions for Future Development

- Where should additional restrooms be located?
- Is there capacity on the existing septic system for additional plumbing fixtures to be added?
- The existing restrooms are designated as unisex, but separate male and female facilities appear to be required. Confirm how the existing facilities should be designated with the new male and female facilities.