PARKS ADVISORY COMMITTEE

AGENDA

Monday, March 14, 2022

6:00pm Public Meeting Session - Virtual
Note: This is an abbreviated meeting due to the LEOC meeting held earlier in the evening.

PAC Meeting

- **I.** **Introductions** – (5 min.)
- **II.** **Public Comment** – (up to 10 min.)
- **III.** **Assignment Review** – (5 min.)
- **IV.** **Review of Meeting Summary** – All (2 min.)
- **V.** **New Business** – All (20 min.)
  1) Volunteer & Marketing Coordinator
  2) PAC Member – District 5
- **VI.** **Old Business** (10 min.)
  1) Funding Implementation Work Plan
- **VII.** **Staff Updates/Reports** – (20 min.)
  1) Capital Projects Prioritization
  2) Electric Vehicle Charging Station
  3) Armitage Campground Expansion
- **VIII.** **Open** – All (5 min.)
- **IX.** **Operations Reports** - (5 min.)
- **X.** **Meeting Wrap-up/Assignments** – (5 min.)
- **XI.** **Adjourn**

<u>2022 Meeting Dates:</u>

JANUARY 10	MAY 9	SEPTEMBER 12
FEBRUARY14	JUNE 13	OCTOBER 10
MARCH 14	JULY NO MEETING	NOVEMBER 14
APRIL 11	AUGUST NO MEETING	DECEMBER 12

DRAFT

Lane County Parks Advisory

February, 14 2022
Meeting Summary

This written indexed summary of minutes is provided as a courtesy to the reader. The recorded minutes created pursuant to ORS 192.650(1) are the official minutes of this body under Oregon law.

The recorded minutes are available on the Parks Advisory Committee website:

http://lcpubw05.lanecounty.org/Information/PW_Parks/PAC_02142022.mp4

Members Present:	Jim Mayo, Kevin Shanley, Greg Hyde, Carl Stiefbold, Mike Allen
Members Absent:	None
Staff Present:	Brett Henry, Ed Alverson, Cynthia Schlegel, Todd Bowen, Bjorn Carlson
Guests Present:	Timothy Foelker, Peter Holland

Chair Mayo called the meeting to order at 6:00 p.m.

00:00:05 Introductions

00:02:00 Public Comment

- None

00:02:00 Assignment Review

- Henry will work on shortening the agenda to keep in time with meeting schedule.
- Henry sent goals and accomplishments out to the PAC.
- Henry will give illegal camping update later in agenda.
- Henry working on filling PAC District 1 and 5 positions.
- A service plaque award has been ordered for Ashley.

00:04:00 Review of Meeting summary for January 10, 2022

- Approved with corrections; Mike Allen motioned, Greg Hyde seconded, motion passed unanimously.

00:07:00 New Business

- Volunteer & Marketing Coordinator – The new Volunteer & Marketing Coordinator, Jodi Low, started work today. Henry will introduce her to the PAC at March meeting. Henry stated all vacancies in Parks are now filled, but needs to add two Park Maintenance employees when the budget can support.

DRAFT

- Funding Implementation Work Plan – Henry presented the funding plan implementation calendar. Parks will hire a consultant to assist with public awareness of the funding measure.
- Recruitment of PAC Member, District 5 – Henry expressed need to reach out to underserved communities to get more diversity on the PAC.
- Illegal Camping – Ranger Bowen gave an update on illegal camping in Parks. Bowen met with the PW Assistant Director, Health & Human Services, City of Eugene, and the Waste Management Division Nuisance Abatement Officer. Camps were identified and the group is exploring options for mitigation. Bowen will continue to meet with the group every two weeks to discuss long term solutions.

01:00:00 Old Business

- Recommendation to Board for Appointing District 1 PAC Member – The PAC reviewed the two applicants for District 1. Carl Stiefbold motioned to recommend Timothy Foelker for District 1 PAC member, Greg Hyde seconded, motioned passed unanimously. Mr. Foelker's application will be referred to the Board of Commissioners for appointment.

- 2022 Goals & 2021 Accomplishments – Henry presented remaining 2022 goals
  Allen suggested adding supporting Lane County's Facebook page and supporting the Lane County Climate Action Plan. Shanley suggested adding a strategic plan for vegetation management to reduce invasive plants. Stiefbold would like to add a discussion regarding Parks' dog policy at HBRA. Shanley would also like to add partnering with a 501(c)(3) to enable volunteer groups to collect money for improvements. Henry will add suggestions to Parks' 2022 goals.
  Henry presented Parks' 2021 accomplishments:

  - Supported County staff in implementing recommendations from HBRA Habitat Management Plan (projects: Eastern Uplands, Ponderosa, and Coast Fork Trail).
  - Continued implementing the Large Event Oversight process.
  - Filled PAC vacancies. Appointed Tyger Gruber to a first term PAC member representing District 1.
  - Continued to identify and support efforts to increase Parks funding. Two PAC members (Kevin Shanley & Jim Mayo) served on Parks Funding Task Force.
  - Continued to identify and support ways Parks can better serve the community.
  - Supported the Adopt-a-Park volunteer program.
  - Continued to receive presentations and provide recommendations to the Board of Commissioners regarding park acquisitions, maintenance agreements and lease arrangements (i.e. North Jetty Park).
  - Received a year-end maintenance presentation from Ranger Bowen.
  - Received an update on the McKenzie Fish Hatchery Discovery Center project.
  - Supported internship opportunities.
  - Supported Parks staff with the Armitage Campground Expansion project.
  - Supported the Facilities Condition Assessment with the goal of reducing the backlog of deferred maintenance.
  - Supported the construction of three cabins at Harbor Vista Park
  - Participate in the County Climate Action Plan as it was developed. A PAC member serves as a liaison. County Climate Strategist presented to the PAC.

- Work with Parks staff with the implementation of the Parks Master Plan through Action Plans.
- A sub-committee was formed to develop a Matrix Scoring system for Action Plans.
- Three Actions Plans were selected: Improve park accessibility, establish a Water Trail, & improve park entrances.
- Supported the Parks Division staff as they focus on recovery and restoration of the parks damaged by the Holiday Farm Fire.

01:21:00 Staff Updates/Reports

- Electric Vehicle Charging Station – Henry stated there were some delays, but should be completed in a couple weeks. Currently Parks is waiting on the electrical inspection.

01:26:00 Open

- Allen attended the Climate Action meeting. Allen reported the group had elected a new Chair and Vice-Chair, but are still looking for committee members. The group brought the Phase two Climate Action Plan to the commissioners, but they did not accept it this time around citing natural gas concerns. The group has a sixty day wait period before they can bring the plan back to the commissioners.

01:29:00 Operations Report

- Operations report provided in meeting materials.

01:36:00 Meeting Wrap-up/Assignments

- Make corrections to January minutes
- Connect with McKenzie Economic Development Corp. & Ashely Adelman regarding District 5 position.
- Jodi Low (newly hired Volunteer & Marketing Coordinator) will connect with Carl Stiefbold for Orchard Point Marina volunteer work
- Add suggested Goals & Accomplishments and send to PAC for review
- Look into state funding for charging stations
- Kevin will set up a meeting with Eugene Parks Foundation and will reach out to the McKenzie Economic Development group
- Discuss North Jetty tour and combine with Harbor Vista cabin completion time frame

Stiefbold adjourned the meeting at 7:43 p.m.

Parks Volunteer & Marketing Coordinator – Work Plan

1. **Time Management: (50% Levy –** Research, Public Awareness Campaign, Stakeholder Engagement; **25% Outreach** – Website & Social Media; **25% Volunteer Program –** Host Program, Adopt-A-Park Program)
    a. Adopt-A-Park Program Implementation/Track Volunteer Hours/Volunteer Recognition
    b. Volunteer Hosts
        - Gather existing documents
        - Outline
        - Spreadsheet
        - Training Schedule
        - Recruitment & Retention
        - Internal & External Program Manual
    c. Internship Program
        - Trail Accessibility
        - Regional Trail Plan & Bicycle Master Plan
    d. Levy
        - Public Awareness - Inform public of value of LCPs, our current plight, & what's in funding package
        - Stakeholders
        - Build spreadsheet of existing and future
        - Reach out and present to stakeholders to gather feedback
        - Formulate PAC
        - Public Survey Consultant
        - Public Information Consultant
            - Contact Kathy Hamilton with Verb & Reed Wagner with Winning Mark
    e. Outreach
        - Revise Website
        - Social Media
        - Programs
    f. Other Projects
        - Umbrella 501c3 to accept donations
        - Collaboration with Staff (projects that require collaboration)
        - Grant Research & Writing
        - Assist with Recruiting Park Watch Volunteers (Help Patrick with Arboretum)
        - Memorial Bench Program

Lane County
CITIZEN ADVISORY COMMITTEE
APPLICATION

APPLICANT'S NAME AND CITY: Kassia Dellabough - Eugene	DATE: 2/22/22
NAME OF ADVISORY COMMITTEE: County Parks	PLEASE CHECK ONE: ■ New Applicant ☐ Reappointment

1. Give a brief description of the experience or training that qualifies you for membership on this advisory committee (If you wish, you may attach a resume or other pertinent material).
   I have extensive experience serving on committees at the University of Oregon and earned the Wayne T Westling Award in 2020 for my service (https://blogs.uoregon.edu/senate/awards-2/wayne-t-westling-award/). I retired from UO in July 2020 and was honored with this tribute: https://design.uoregon.edu/celebrating-kassia-dellabough-advocate-all-students (see attached)

2. Why do you want to become a member of this committee, and what specific contributions do you hope to make?
   My personal experience with parks and the outdoors has shown me the importance of creating accessible green spaces to both build community and offer accessible respite for all of us struggling with a rapidly changing world. I have appreciated the value of connecting with nature all my life from "playing in the woods" to backpacking the Northwest. The recognition of the power of connecting with nature has influenced urban planning as well as the medical fields that now

3. List the community concerns related to this committee that you would like to see addressed if you are appointed.
   Support for designated parks and greenspace across sectors, appropriate budget allocation to maintain and develop parks that serve all communities equitably and consider how we communicate and educate the public about parks to engender a sense of stewardship among all citizens.

4. Briefly describe your present or past involvement in relevant community groups. (Having no previous involvement will not disqualify you for appointment.)
   (see attached additional answers to questions 1,2,5 with links)
   As you can see from my background I have been immersed in the University of Oregon community and now ready to engage in the larger community of Lane County.

5. Lane County is committed to reflecting diverse cultures on its boards/committees and does not discriminate against any person on the basis of race, color, national origin, age, disability, sex, religion, language, ethnicity, socio-economic status, sexual orientation, gender identity or expressions, veteran's status, or political beliefs in employment or in admission, treatment, or participation in its programs, services, and activities. If selected, how would you contribute to this effort?

   I would bring my passion for this and the skills and awareness I gained from being an advocate for equity and inclusion for decades in my work at UO. I participated in trainings, workshops and also presented on topics to increase awareness and skills of myself, colleagues and students - these included "Whats Up With Whiteness", College of Design Equity Committee Chair, Micro

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Additional information: Kassia Dellabough

Question 1:
I have extensive experience serving on committees at the University of Oregon and earned the Wayne T Westling Award in 2020 for my service (https://blogs.uoregon.edu/senate/awards-2/wayne-t-westling-award/). I retired from UO in July 2020 and was honored with this tribute: https://design.uoregon.edu/celebrating-kassia-dellabough-advocate-all-students
After time for reflection and rest I have been considering ways to bring my skills of hammering out policy among very divergent opinions on committees in my community. As the Director of Student Services, and a Career Advisor, for the College of Design I had the opportunity to work with a wide range of people and tackle the very difficult issues of budget cuts, prioritizing equity and access, and the emerging mental health issues of youth today. I bring a keen understanding of budget and resource challenges as well as a respect for the value of different viewpoints to arrive at the best solution to issues. I was recognized for my communication skills and ability to listen and synthesize complex information in service to the committees I was on. see https://blogs.uoregon.edu/senate/awards-2/wayne-t-westling-award/kassia-dellabough-2020-uo-senate-wayne-t-westling-award/
Here is a link to resume and profile https://blogs.uoregon.edu/kassia/

Question 2:
My personal experience with parks and the outdoors has shown me the importance of creating accessible green spaces to both build community and offer accessible respite for all of us struggling with a rapidly changing world. I have appreciated the value of connecting with nature all my life from "playing in the woods" to backpacking the Northwest. The recognition of the power of connecting with nature has influenced urban planning as well as the medical fields that now prescribe time with nature as a component of healing depression and other ailments. With the current pressure to grow in Lane County, I think is is essential that we insure parks are developed in parallel to housing and infrastructure and that we make sure we resource the maintenance to sustain them.

Question 5:
I would bring my passion for this and the skills and awareness I gained from being an advocate for equity and inclusion for decades in my work at UO. I participated in trainings, workshops and also presented on topics to increase awareness and skills of myself, colleagues and students - these included "Whats Up With Whiteness", College of Design Equity Committee Chair, Micro aggressions, OSU Search Advocate,Oregon Young Scholars Faculty, on-going staff peer supervision and teaching and research for my PhD on art facilitating cultural competency. I believe each of us have the responsibility to commit to ongoing reflection and education to continue cultivating a capacity to dismantle our assumptions and biases.

LANE COUNTY PARKS DIVISION

2021 FUNDING PLAN IMPLEMENTATION WORKPLAN

December 2021 – January 2022

- January 10, 2022 – Parks Advisory Committee (PAC)
    - Present implementation calendar and workplan. Receive feedback and revise as necessary.
- Evaluate and Prioritize Phase 1 Deferred Maintenance Projects and FY 23-27 Capital Improvement Plan approved by PAC and BCC
    - Develop Priority Matrix (example categories listed below)
        - Project need based on impacts to functionality of the park, site, or facility. Consider risk of failure.
        - Safety impacts to park visitors and/or staff
        - Available Funding Sources – Existing Park Division funds, SDC's, County discretionary funds (e.g., general funds, ARPA, video lottery, etc.), county road funds, grant funds, revenue bonds, etc.?
        - Funding Capacity – Is the project within the funding capacity of the parks division with or without other resources? Can the project be phased?
        - Ongoing Costs – Consider costs of ongoing maintenance
        - Revenue Production – Does the project impact the ability for the division to collect additional revenue from user fees, state and federal agencies, and/or private industry?
        - 2018 Master Plan – Is the project a priority within the parks master plan?
        - Political and/or Regional Priorities – Is the project a priority of the BCC and/or regional stakeholders?
        - Partnerships – Is the project associated with or have potential to be a project supported by partner agencies?
    - Utilize Matrix to Prioritize Capital Projects (Include staff in process) – **Scheduled for January 18 and 19**
        - Phase 1 – Deferred Maintenance
        - Current Capital Improvement Plan
- Re-evaluate Levy Rates based on Revised County-wide Assessed Value – **Complete by January 12th**
- Road Fund Eligible Projects – Work with County Engineer and staff to determine the eligibility of funding road projects within county parks. Determine the ability of engineering services of managing asphalt related projects within county parks.
- Contract for Phase 2 of Facility Assessment Report – **DONE**

February 2022

- February 1 – Board of County Commissioners (BCC) meeting
    - Update on Implementation Calendar and Workplan

- Solicit project ideas from regional stakeholders (e.g., cities, park districts, non-profits, conservation organizations, recreation advocates, clubs, chamber of commerce's, Travel Lane County, etc.) including feedback on existing list of projects.
- Meet with Federal and State agencies to review funding plan and solicit feedback on potential partnerships, projects, and transfers/exchanges
- Begin writing Capital Projects report for review by PAC in March
- Contract for marketing services to assist with developing and implementing an information/awareness campaign about the services and needs of the park system. - **$35k in budget for marketing services contract**

March 2022

- Finalize 1st Draft of Capital Projects Prioritization Report
- March 14 – PAC meeting
    - Capital Projects Prioritization Report presented to PAC
- Revise report(s) based on feedback from PAC.
- March 15 – Receive initial draft of Phase 2 Facility Assessment Report - with recommendations and cost estimates

April 2022

- Revise Capital Projects Prioritization Report based on Phase 2 Facility Assessment Report
- April 11 – PAC meeting
    - Present Phase 2 Facility Assessment Report and Capital Projects Prioritization to PAC. Solicit feedback.
- April 26 – BCC meeting
    - Phase 2 Facility Assessment Report presented to BCC. Additional key updates are also provided.
- Refine operating and capital budgets
- Initiate public awareness campaign

May 2022

- Revise funding plan recommendations and capital projects priority list

June 2022

- Contract with FM3 Public Opinion Research or similar firm to conduct public opinion survey
- June 28 – BCC meeting
    - Update on Funding Plan – Proposed Projects based on stakeholder, staff and PAC input. Receive consensus to proceed with developing final proposal after public opinion survey results.
- Revise recommendations and projects based on BCC direction.

July 2022

- Initiate, complete, and evaluate public opinion survey
- July 25 Special PAC Meeting
    - Present public opinion survey results, funding plan recommendations, and capital projects priority list to the PAC. PAC to consider forwarding recommendations to the BCC.

August 2022

- August 9 or 16 – BCC Meeting
    - Consider Board Order/Resolution to submit local option levy to voters at November 2022 General Election
- Friends of Lane County Parks is formally formed as a political action committee. Paperwork filed with the Secretary of State. Campaign fundraising begins. *(County resources not allowed to assist)*
- August 19 – Deadline for Ballot Title/Referral Text to County Elections Official

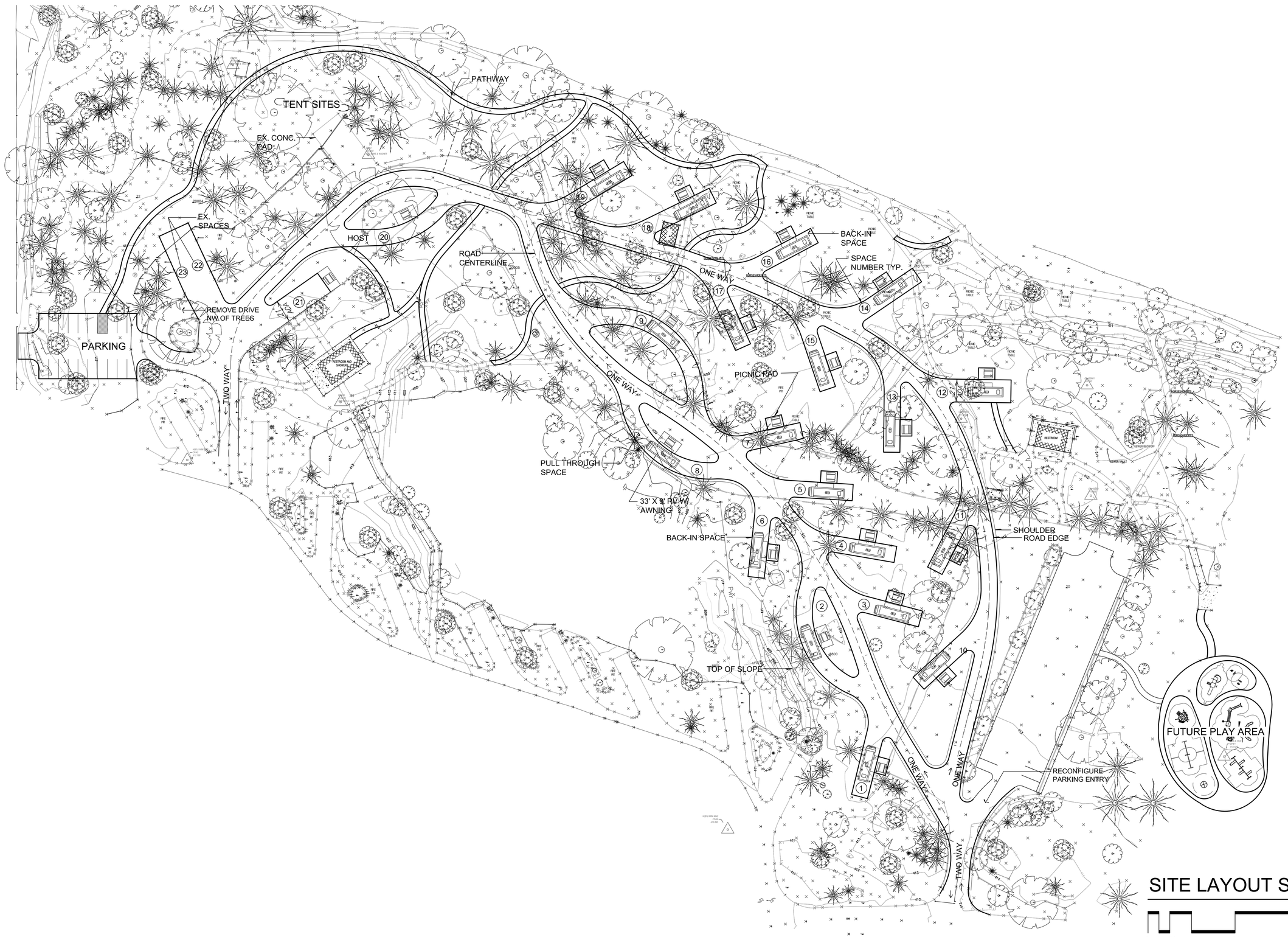
September 2022

- September 8 – Filing deadline for Form 801 (official ballot measure title, description) to County Elections Official
- Public Info Campaign in full swing through election day

November 2022

- November 8 – **ELECTION DAY**

PROJECT	LOCATION	COMMENTS/Avail. Funding Sources	CIP	**Staff Priority Order**	**Notes**
Restroom Near Shelter J (Water Closet, Urinals, Toilets)	Armitage		no	4	
Restroom Near Shelter J (Lights), ADA compliance	Armitage		no	4	
Caretaker House & Garage	Armitage		no	10	Roof only
Replace Asphalt Parking Lots w/Striping	Armitage	WAG 25% Road Fund	no	6	Need cost estimate (ECS), add curbing
Replace 3" PVC Waterline	Armitage	ARPA	yes	3	
S CG Restroom (Roof, Skylight, Light Fixtures)	Armitage		no	5	
S CG Restroom (Heat pump)	Armitage	Need cost estimate	no	5	
Crack Repair/Seal Coating Park Road	Armitage	Assume Park Road in Road System	no	6	
Maintenance Shop	Armitage	Request to CA for FY22	yes	2	
Shelter J roof	Armitage		no	7	
Shelters/restroom sinks, fixtures, bbq's	Armitage		no	9	
Electronic access control/hilltop restroom	Armitage		no	8	
Sewage system (need more treatment?)	Armitage	Need cost estimate	yes	1	
Sub Total					
Replace Concession Building (CG Office)	Baker Bay	Office space only, ADA compliance	yes	4	Demo house, leave office
Day Use Restroom	Baker Bay	Add ADA access	yes	3	
Vaulted Restroom	Baker Bay	Add ADA access	yes	2	Replace with flush
Campground Restroom	Baker Bay	Add ADA access	yes	5	
Replace Asphalt Parking Lots w/Striping	Baker Bay	WAG 25% Road Fund	yes	6	Look at run-off
Replace Concrete Curbing	Baker Bay		yes	6	
Replace Marina and Boarding Floats	Baker Bay	Assume 50% from SMB & Rev Bond	yes	8	
Remove boarding floats	Baker Bay		no	7	
Replace Irrigation System	Baker Bay		yes	9	
Piping Repairs (sewer repairs)	Baker Bay	ARPA Funds	yes	1	
Campground Improvements (Replace with Cabins)	Baker Bay	assume 50% from SMB & Rev Bond	no	N/A	
Sub Total					
Replace Asphalt Parking Lot w/Striping - Day Use	Orchard Pt	WAG 25% Road Fund	no	3	
Replace Concrete Curb or Berm - Day Use	Orchard Pt		no	3	
Replace Marina and Boarding Floats (E dock)	Orchard Pt	Assume 50% from SMB & Rev Bond	yes	7	
Marina New Boat Ramp & Launch Dock	Orchard Pt	OSMB grant	yes	6	
Foot Bridge	Orchard Pt		yes	11	
Marina Restroom Heating System	Orchard Pt		no	5	
Replace Irrigation System	Orchard Pt		yes	13	
Crack Repair, Seal Coat, Stripe Marina Lots	Orchard Pt	WAG 25% Road Fund	no	9	N. side curb repairs
Restroom Improvements	Orchard Pt	Placeholder	no	2	
Water System	Orchard Pt	ARPA Funds	yes	1	Look at pump house
Concession Stand (Removal)	Orchard Pt		no	10	
Septic System	Orchard Pt	ARPA Funds	yes	4	
Revetment Repair	Orchard Pt	Placeholder	no	8	
Swim Bay Repair	Orchard Pt	Placeholder	no	12	
Sub Total					
Replace Water Tank	Richardson	ARPA Funds	no	4	
Replace 2" PVC Water Pipe	Richardson	ARPA Funds	yes	4	
Replace 4" PVC Water Line	Richardson	ARPA Funds	yes	4	
Sewer Piping Repairs	Richardson	ARPA Funds	yes	1	
Replace Concrete Curbing	Richardson		no	6	
Replace Asphalt Parking Lot w/Striping	Richardson		no	6	
Replace Boat Dock - Marina	Richardson	Assume 50% from SMB	no	7	
Day-Use Courtesy Dock	Richardson		no	8	
Replace Irrigation System	Richardson	Reduce # of acres	no	11	
Replace/Update Sewer Plant	Richardson	ARPA Funds	yes	2	
Day-Use Restrooms - Replacement	Richardson		no	5	Add to CIP
CG Restrooms 1 & 2, Marina Restroom Roof	Richardson		no	10	
Sewer Lift Station #2	Richardson		yes	3	
Marina Parking Lot Repairs - Add ADA Access, Storm Drain Repair	Richardson		no	9	
Sub Total					



SITE LAYOUT STUDY

0 10 20 40 80 160

SCALE: 1"=40'-0"

NORTH

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PRELIMINARY NOT FOR CONSTRUCTION

Client / Consultant

Name
Address
Address 2
City, State Zip

Phone

Armitage Park

Campground
Lane County, OR

Date: 02-25-22

Drawn By: EP

Checked By: DJD

Submission: PRELIMIANRY

Revisions

LA-1

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Lane County Parks Operations Report for February

The purpose of this report is to provide a summary of operational highlights for the month.

Coast Zone

- Harbor Vista Cabins. Interior finish work & siding.
- Minor storm cleanup
- Routine maintenance runs
- Staff scored FCA report

Valley

- Harbor Vista Cabins
- Perkins domestic water
- Minor storm cleanup
- Leaf removal at Richardson
- Routine maintenance runs
- Staff scored FCA report

Lane County Parks Natural Areas Operations Report for February 2022 - Ed Alverson

-I completed edits and formatting to the book containing the results of the 2020 University of Oregon Landscape Architecture studio, where students analyzed the conditions at the summit of Mt. Pisgah and developed designs to address issues related to habitat management and visitor experience. The resulting book is now posted on the Lane County parks website at: https://lanecounty.org/government/county_departments/public_works/parks/planning___development/management_plans

-I finished editing and distributed the notes from the December 2021 HBRA Habitat Advisory Team meeting, where the attendees were split into four break-out groups to brainstorm strategies for four different topics related to the HBRA Habitat Management Plan.

-I met with Jason Blazar from Friends of Buford Park and Jessica Gallimore from BLM about submitting an application for the next round of BLM Community Assistance fuels reduction funding.

-I worked with other staff to develop conditions of approval for several Special Use Permits for activities in HBRA, including a research proposal to document mushroom species diversity in burned and un-burned prairie and savanna.

-I worked on updating and editing Parks' "Key Contact" list of supporters, partners, and other officials.

-I made a site visit to the Old McKenzie Hatchery to meet with a University of Oregon Landscape Architecture student, Darby Pierce, who is working on a trail plan for the park as part of her thesis project.

-I revisited Hendricks Bridge Park to check on the boat ramp mitigation plantings that were completed by our contractor.

-I revisited Blue Mountain Park to check on a "dam" across Mosby Creek made of boulders and cobbles that had been blocking fish passage; I shared with regulatory agency officials my observation that fish passage was no longer blocked due to the effects of high flows over the winter.

-I visited Deeds and Records to do property research for several Lane County Parks.

-Partnership efforts: I gave a presentation on prescribed burning to the Rivers to Ridges Executive Team, including an overview of 2021 accomplishments. I also participated in a Friends of Buford Park Trails Committee meeting, bi-weekly HBRA stakeholder meetings, the wrap-up meeting of the Lane County Bicycle Master Plan technical committee, and a meeting of the Community Wildfire Protection Plan stakeholder group.