



MEETING AGENDA (MEETING #7)

DATE: October 16, 2023
TIME: 5:00 p.m. – 6:30 p.m.
MEETING LINK: <https://us02web.zoom.us/j/83885682742>
Join via phone (audio only): 346-248-7799; Webinar ID: 838 8568 2742

Meeting Purpose

- Welcome
- Project status update
- Cross-section discussion (**Action:** cross-section decision)
- Maintenance & Operations framework/discussion
- Public Comment
- Share next steps

TIME	SUBJECT	QUESTIONS/OBJECTIVES
5:00	Welcome and Introductions	Welcome
5:10	Project status update	Information
5:20	Trail cross-sections	Action: Decide on desired project footprint
5:50	Maintenance & Operations Plan framework	Information/discussion Agree to continue to develop Operations & Maintenance plan/agreements based on framework?
6:15	Public comment	Up to 3 minutes allowed for public comment
6:25	Next steps	Overview of EOSC schedule
6:30	Adjourn	

Meeting Materials

- Trail cross-sections/tradeoffs
- Maintenance & Operations framework/costs
- CCRT EOSC Meeting #6 Summary

Department of Land Use & Transportation • Planning and Development Services

155 N First Avenue, Suite 350, MS 12, Hillsboro, OR 97124-3072

phone: 503-846-4530 • www.washingtoncountyor.gov/lut

EOSC Representatives

	Agency/ Jurisdiction	Position	Designated Member
Voting Members:	Forest Grove	Mayor or Council Member	Councilor Michael Marshall Alternate – Councilor Tim Rippe
	Cornelius	Mayor or Council Member	Mayor Jef Dalin Alternate – John Colgan
	Hillsboro	Mayor or Council Member	Councilor Beach Pace Alternate – Councilor Kipperlyn Sinclair
	Washington County	County Commissioner	Commissioner Jerry Willey Alternate – Chair Kathryn Harrington
Ex Officio Members:	TriMet	General Manager or designee	Executive Director of Public Affairs JC Vannatta Alternate – Tom Markgraf
	Metro	Metro Councilor District 4	Councilor Juan Carlos Gonzalez Alternate – Jon Blasher
	ODOT Region 1	Region Manager	Rian Windsheimer Alternate - Chris Ford
	State Representative	District 29 Representative	Representative Susan McClain



Council Creek Regional Trail (CCRT)

Elected Officials Steering Committee Meeting #7

Oct. 16, 2023 CCRT TAC

Land Use & Transportation

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→ Trail design – cross sections



PROPOSED TRAIL WIDTH

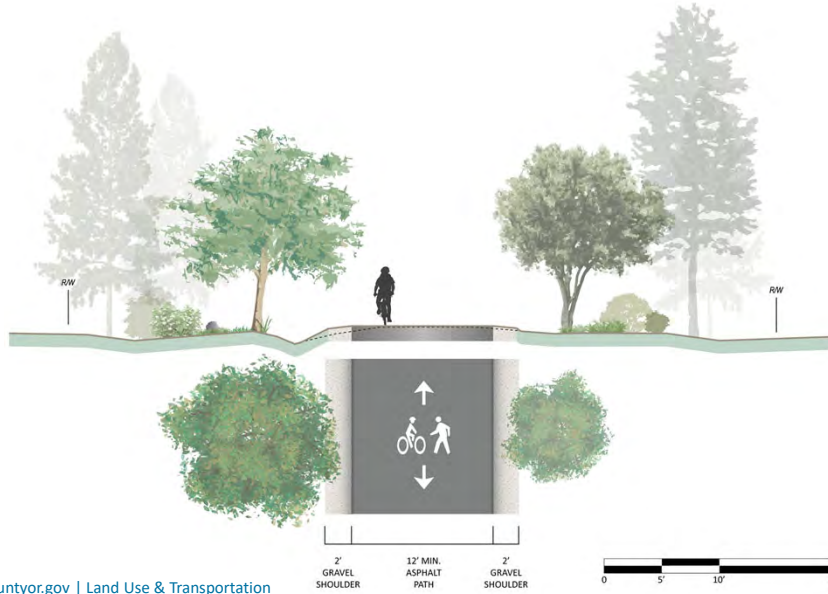
- 10' —
- 12' —
- 16' —

LEGEND

- School
- Grocery Store
- Community Center
- MAX Station
- Park or Natural Area

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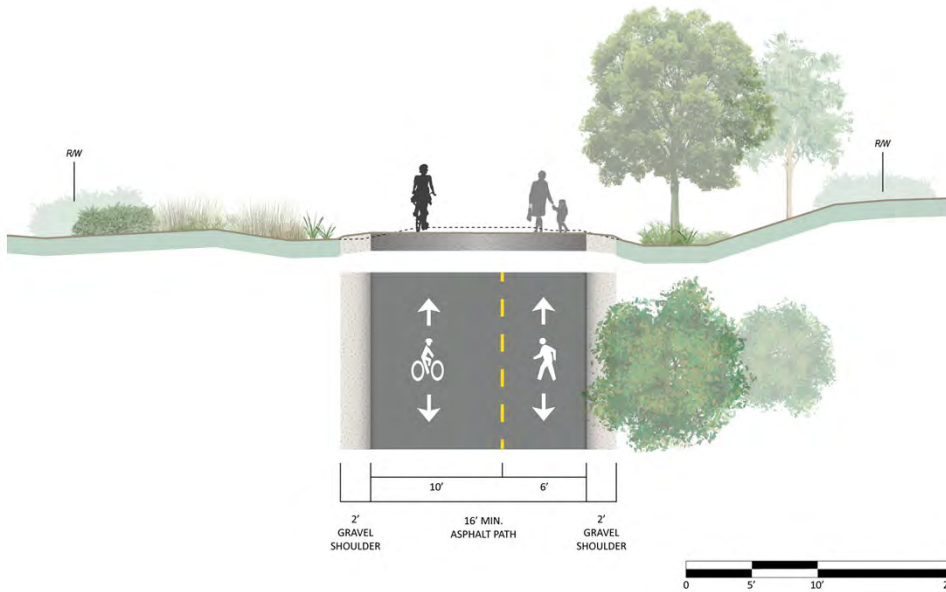
→ 12-foot trail width



11

11

→ 16-foot trail width



12

12

→ Cross-section tradeoffs and risk

	12 foot trail	16 foot trail (in areas of frequent access)
Public interest	<ul style="list-style-type: none"> • Similar to many regional trails in region 	<ul style="list-style-type: none"> • May reduce conflicts, increase level of service • Public desire for wider trail • Families/groups able to walk together • Separation of faster/slower trail users (walking/mobility devices vs. road bikes/ebikes)
Cost	<ul style="list-style-type: none"> • Trail cost still unknown (environmental, other factors TBD) • More funds available for amenities and enhancements • More likely to have adequate funding 	<ul style="list-style-type: none"> • Additional \$1.3 - \$1.7M in construction costs • Increased maintenance costs for trail surface • Requires larger stormwater facilities due to more runoff • Risk of need to seek additional funding
Other considerations	<ul style="list-style-type: none"> • More space available in ROW for environmental improvements, amenities and landscaping • Meets regional trail standard 	<ul style="list-style-type: none"> • Less space available in ROW for environmental improvements, amenities and landscaping • Wider than most regional trails in region

→ Operations, Management, & Maintenance

Operations, Management, & Maintenance Framework

- Subject to discussion and negotiation by the agencies involved
- Operations, management and maintenance plan and protocols to ensure proper and effective oversight
- Operations, management and maintenance refers to both the overall management and operations of the trail AND day-to-day routine maintenance

→ Baseline Operations Tasks

- Management/Coordination/Communication
- Public Safety
- Homelessness Resources
- Emergency Response Services
- Community use/programming

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→ Maintenance Tasks

Examples of Routine Maintenance Tasks

- Trash Disposal
- Litter Pick-Up
- Pavement Sweeping
- Graffiti Removal
- Mowing
- Limited landscape irrigation
- Water Fountains
- Basic Site Furnishings Repair/Replacement
- Culvert Cleanout
- Drainage Structures
- Safety Lighting Repair
- Railing and Fencing Repair

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→ Maintenance Tasks

Examples of Major/Remedial Maintenance Tasks

- Removal of Trees/ Limbs
- Pruning/Vegetation Management
- Signage Repair/Replacement
- Pavement Marking Repair/Replacement
- Trail Replacement/Resurfacing
- Pavement Sealing and Pothole Repair
- Roadway Crossing Signal and Striping - Repair/Replacement

→ Maintenance tasks

Inspections

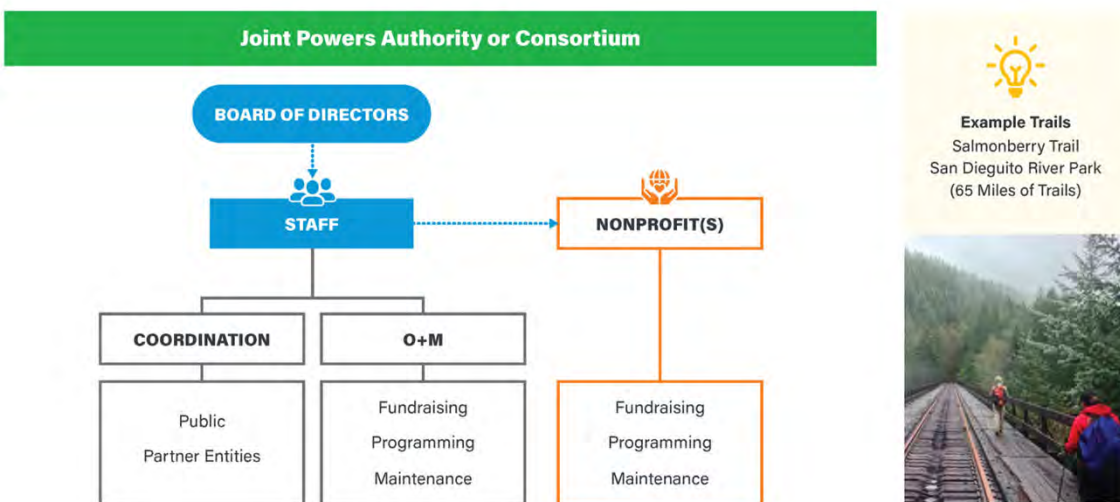
- Structures/Bridges (Dairy Creek and Jobe's Ditch) Inspection
- Culvert Inspection
- Roadway Crossing Signal and Striping Inspection

→ Operational management framework

Arrangements for **governance structures** for managing and maintaining multi-use trails

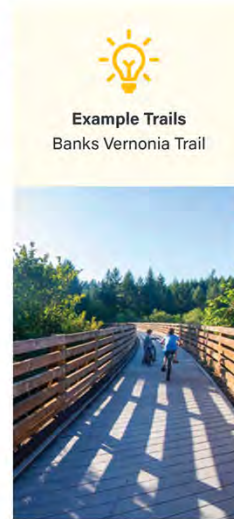
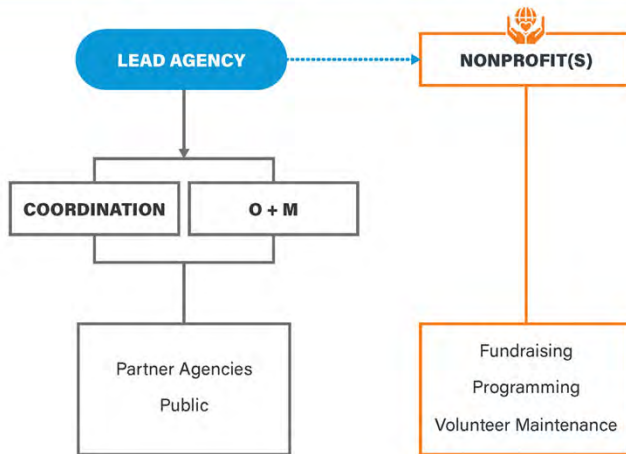
- Joint Powers Authority/ Consortium
- Cooperative with Lead Agency
- Cooperative without Lead Agency
- Nonprofit

→ Joint Powers Authority / Consortium



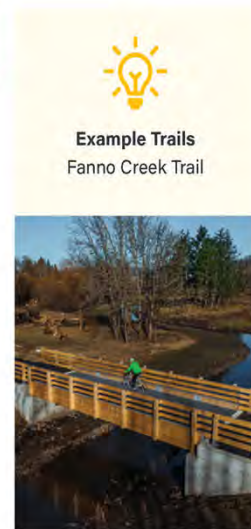
→ Cooperative with Lead Agency

Cooperative Arrangement with Lead Agency

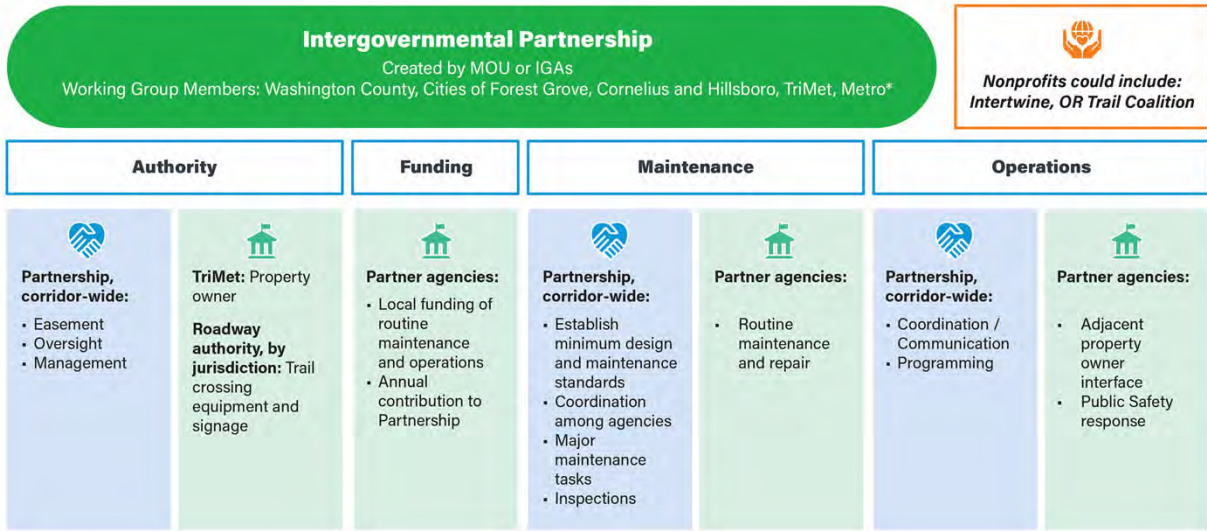


→ Cooperative without Lead Agency

Cooperative Arrangement without Lead Agency



→ Proposed CCRT Arrangement: Hybrid



CCRT Operations and Maintenance: Table of Tasks

Draft for Discussion

Baseline Maintenance Task	Type	Description	Expected Frequency	Task Performed By	Estimated Cost/Unit	Approximate Annual Cost	Comments
Routine Tasks - to be conducted by local jurisdiction							
Trash Disposal	Routine	Removal of trash from receptacles at access areas	Weekly	Local service provider	Assume one trash receptacle at each access point.	\$5,200	Problems with non-user trash. Some agencies do not have trash containers at access points for this reason
Restroom Maintenance	Routine	Cleaning of restrooms, trash disposal, portable restroom maintenance	Weekly	Parks Department	Assume 8 hours at \$25/hr plus \$2,000 for supplies and repairs as needed.	\$12,400	
General Inspections	Routine	Check for fallen branches, vegetation quality and clearance, graffiti, pavement surface and signage condition	Monthly	Volunteers or Parks Department	Assume walking inspections will take two hours at \$25/hr	\$600	
Litter Pick-Up	Routine	Trailside Litter Pick-Up Access Area Litter Pick-Up	Monthly	Volunteers or Parks Department	Assume three hours at \$25/hr	\$900	Encourage continued user 'carry-in, carry-out' policy
Mowing	Routine	Where applicable (Identified post design completion)	Quarterly	Parks Department	Wide range, 100-250 hours annually for similar length trails with similar ROW and landscape conditions. Assume \$50/hr	\$5,000-12,500	Flail type mower best - less debris on trail
Pavement Sweeping	Routine	Sweeping and cleaning to remove dirt and debris	Quarterly	Parks Department	Assume two hours of sweeping at \$50/hr	\$1,200	
Pruning/Vegetation Management	Routine	Prune woody vegetation 4-feet back from sides of trail –14-foot vertical clearance – remove invasive vines	Annually	Volunteers or Parks Department	15-20 hours/mi from report, so 90-120 hours annually. Some work may be done by volunteer groups. Assume \$25/hr	\$2,250-\$3,000	Vegetation Management Program may reduce this task long term
Removal of Trees/ Limbs	Routine	Evaluation/ removal of unhealthy or dead trees and limbs	Annually	Parks Department	Assume 40-60 hours at \$50/hr	\$2,000-3,000	Fallen trees may remain as access control and to minimize disturbance
Irrigation Inspections	Routine	Inspect and replace irrigation lines and sprinklers	Annually	Parks Department	Assume annual two hour inspection and two hours of work at \$50-100/hr	\$200-\$400	
Culvert Inspection	Routine	Inspection to ensure structural integrity	Annually	Parks Department	Cost to inspect. Assume 8 hours	\$800	
Culvert Cleanout	Routine	Keep culverts clear of debris	Annually	Parks Department	Done by maintenance or contractor. About 20 existing culverts along the trail. Assume 20-40 hours annually at \$50/hr.	\$1,000-\$2,000	
Drainage Structures	Routine	Clean inlets, keep swales clear of debris	Annually	Parks Department	Assume 20-40 hours annually at \$50/hr.	\$1,000-\$2,000	Complete rehabilitation during construction would dramatically reduce necessity for this type of maintenance after storms
Roadway Crossing Signal and Striping Inspection	Routine	Inspect crossing signals and striping to ensure safety	Annually	Engineering Department	Assume four hour annual inspection at \$100/hr	\$400	
Trail Pavement Markings Repair/Replacement	Routine	Maintain trail centerline and bike symbols if present	Bi-Annually	Road Crew	10 hours annually at \$50/hr plus materials cost	\$1,000	
Structures/Bridges Inspection (Dairy Creek and Jobe's Ditch)	Routine	Inspection and maintenance of bridge to ensure structural integrity and safety	Bi-Annually	Engineering Department	Cost to inspect. Assume 8 hours	\$400	Bridges associated with public roads are already on a regular inspection schedule
Routine approximate average annual cost						\$34,350 - \$45,800	

Baseline Maintenance Task	Type	Description	Expected Frequency	Task Performed By	Estimated Cost/Unit	Approximate Annual Cost	Comments
Remedial Tasks - partnership responsibility							
Graffiti Removal	Remedial	Repaint bridges/abutments/culverts as required How should private property walls adjacent to the trail be maintained?	As required	Volunteers, Parks Department or Road Crew	40-60 hours/annually, work may be done by volunteer groups, but assume \$25/hr	\$1,000-\$1,500	
Railing and Fencing Repair	Remedial	Repair railings and fencings as needed	As required	Parks Department	Assume 20 hours/annually at \$50/hr	\$1,000	
Basic Site Furnishings Repair/Replacement	Remedial	Repaint, repair or replace site furnishings, like benches, as necessary	As required	Parks Department	This includes benches, water fountains, dog waste bag dispensers, etc.	\$1,000	
Safety Lighting Repair	Remedial	Inspect and replace bulbs and light fixtures when required	As required	Road Crew	Done by contractor/utility provider. Unclear if trail will be illuminated. Replacement solar luminaire is \$2,000-3,500. Assume one replacement annually.	\$2,000-\$3,500	
Signage Repair/Replacement	Remedial	Maintain directional and informational signs	As required	Road Crew	Assume 2-3 replacements annually	\$1,500-\$2,000	
Gates/Bollards at Roadways	Remedial	Maintain gates and bollards, repair damage from vehicles	As required	Road Crew	Assume \$2,000/replacement	\$2,000	
Roadway Crossing Signal and Striping Repair/Replacement	Remedial	Replace crossing signal bulbs and striping	As required	Road Crew	Assume annual refresh of crosswalk striping and bulb replacement every 2 years. Others will be as needed.	\$27,000	
Pavement Sealing and Pothole Repair	Remedial	Repair surface damage from vehicles, erosion, etc.	As required	Road Crew	Crack sealing every 2-3 years, approximately \$2,000/occurrence.	\$700-\$1000	
Large Debris Removal	Remedial	Large debris and trash due to dumping	As required	Parks Department	Removal by maintenance/contractor as needed. Approx. 20 hours at \$50/hr	\$1,000	
					Remedial approximate average annual cost	\$37,200 - \$40,000	
					Total approximate average annual cost	\$71,200-\$85,400	

Baseline Operations Task	Skill/Expertise
Management/coordination/communication	Lead Agency
Public safety	Local law enforcement/trail watch volunteers
Homelessness resources	Local
Emergency response services	Local

Costs based on \$25/hr base labor rate (\$50/hr for maintenance, \$100/hr for inspections) and approximated hours annually

Approximate Cost per Jurisdiction based on percentage of trail footprint:			
Forest Grove: \$23,500-\$28,300	Cornelius: \$23,500-\$28,300	Unincorporated Washington County: \$14,300-\$17,100	Hillsboro: \$9,300-\$11,100



**COUNCIL CREEK REGIONAL TRAIL
ELECTED OFFICIALS STEERING COMMITTEE MEETING #6
MEETING SUMMARY
June 13, 5:00 PM-6:30 PM
Zoom Virtual Meeting**

Voting Members Present

Commissioner Jerry Willey, Washington County,
(Committee Chair)
Mayor Jef Dalin, City of Cornelius
Councilor Beach Pace, City of Hillsboro
Councilor Mike Marshall, City of Forest Grove

Ex Officio Representatives

Tom Markgraf, TriMet
Councilor Juan Carlos González, Metro
Chris Ford, ODOT Alternate

Not represented:
State Representative

Attendees

Adrian Esteban, Alta Planning + Design
Julie Sosnovske, Washington County
Stephen Roberts, Washington County
Erin Wardell, Washington County
Dyami Valentine, Washington County
Emily Brown, Washington County

Lake McTighe, Metro
Katie Mangle, Alta Planning + Design
Megan McKibben, Washington County
Peter Brandom, City of Cornelius
Greg Robertson, Forest Grove
Marla Vik, Washington County

Welcome and Introductions

A quorum was present with elected officials from Cornelius, Forest Grove, Hillsboro, and Washington County in attendance. Councilor Mike Marshall of Forest Grove joined the group for his first meeting.

Project background/context/schedule

Council Creek Regional Trail (CCRT) is part of a network of trails that will eventually lead from the Oregon Coast to the Portland Metropolitan Region. It will connect the cities of Banks, Forest Grove, Cornelius, and Hillsboro. Other trails it will tie in to include the Salmonberry Trail (currently in planning); Banks-Vernonia Rail Trail; Tualatin Valley Trail; Westside Trail; and Fanno Creek Trail as well as a variety of other trails within the region. The CCRT will serve both recreational and transportation purposes.

We are currently nearing the end of our preliminary design phase. Next, we'll move into final design and engineering with our Request for Proposals going out soon. We're aiming to start construction in 2025 and complete construction in 2029. We're also in the corridor plan delivery and implementation phase.

At our last EOSC meeting in March, we made a key decision: we approved the Technical Advisory Committee's (TAC's) recommendation to select a center alignment for most of this trail. There are still questions about the best alignment to use at Dairy Creek, and additional work is ongoing to assess options there.

Right of Way (ROW) update

Prior to our last meeting, abandonment had been completed and the "Termination of Easement" was submitted by PNWR. On April 20, Oregon Department of Administrative Services surplussed the property.

**Department of Land Use & Transportation
Long Range Planning**

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www.washingtoncountyor.gov/lut

Only TriMet and Washington County expressed interest in the ROW. Forest Grove expressed interest in an adjacent parcel that ODOT had declared surplus at the same time – they were being offered together. Next step: TriMet is in the process of hiring an appraiser.

PNWR intends to salvage rails and equipment and ODOT has requested that they complete that by the end of the calendar year. Related: the cities and county have received notice that advance warning signage will need to be removed within 2 years. This could mean that existing signs will need to be removed before it's time to put up new signage for the trail.

ROW discussion:

- Request for clarification on advance warning signs
 - These are signs warning drivers that the road crosses railroad tracks ahead
- If there's a gap between removal of railroad signs and installation of trail signs, will people get out of practice of stopping? Keeping existing signs up could help keep drivers in the habit of stopping. Would city councils (i.e., Cornelius) need to approve keeping the stop signs?
- It will take time for cities to forecast funding to remove existing signage, so a gap like this may not be an issue
- Request for clarification on what it means to surplus property (is it just being transferred, or are there fees?):
 - State is required to sell the surplus property at fair market value, which is why TriMet is hiring an appraiser. There will be encumbrances that reduce the value (i.e., utility easements). The appraiser and TriMet will need to work out pluses and minuses and then present to ODOT.
 - TriMet representative: it's difficult to predict how this will come out, but when TriMet, Multnomah County, and other agencies bought alignment from Portland to Lake Oswego, it cost about \$1.5 million, and that value has since risen to over \$100 million... this will be a good investment.
 - ODOT representative: confirmed previous explanation and added that it's helpful when only one entity wants the property. ODOT requires the interested party to pay for an appraisal. If that appraisal is approved by ODOT then the interested party makes an offer. Negotiation may follow.

Community and agency engagement update

Staff reviewed engagement events that have taken place since our last meeting, which have included several in-person events and an online open house.

Jake Warr from Espousal Strategies presented findings from the online open house. There were 776 responses, the majority of which were from Washington County residents. 34% reported living near the future trail; 15% work near trail. 23% identified as people of color; 17% as people with a disability. The numbers aren't representative of the number of people of color in the community.

The big takeaway: nearly unanimous support (almost 90%). High support was consistent with people who live or work near the trail. Reasons for support included seeing the project as a valuable community asset; a safe alternative to car-centered transportation; and a much-needed trail/natural area for both commuting and recreation. Concerns expressed about the project related to public safety; encampments; cleanliness; privacy for homes along the corridor; cost and management; and insufficient information.

Walking and biking for recreation were among the top reasons for use. 40% of respondents indicating that they expect to use it weekly or more frequently. Popular access points included: Douglas Street, Oak Street, Yew Street in Forest Grove; North 10th Avenue and N 19th Avenue in Cornelius; NW 341st Avenue and

Hatfield MAX station in Hillsboro. Popular destinations were: Pacific University; grocery stores (Walmart, Fred Meyer, WINCO); Cornelius Public Library; and Tualatin Valley Scenic Bikeway (Oak/Highway 47).

Desired amenities include: restrooms (61%); seating (57%); lighting (56%); landscaping/trees (52%); dog waste stations, user separation markings (both at 51%); wayfinding signage (48%) and educational signage (41%).

Engagement discussion:

- TriMet: Park/play facilities shouldn't be included, or people will think this is a park – it will be more difficult to hold for transit. We should be cautious.
 - County: Because it's in the Regional Transportation Plan as a High Capacity Transit corridor, we have some protection for future transit use. More to come on this issue.
- It will be important to at least include wayfinding signage to parks if we can't provide park facilities. There's a large Latino community in this area; families tend to be larger and are looking for ways to be outside.
 - Jake Warr confirmed that community feedback has included many requests for community gathering spaces.

Trail cross-sections

Adrian Esteban from Alta Planning and Design presented an overview of how they are developing cross-sections that are specific to terrain. This project was funded for a 12-ft wide trail, but as you've heard, people are interested in a wider trail. We are looking at a 12-ft trail with some variation, particularly in the approach to and crossing over Dairy Creek.

Section A: relatively flat, opportunities for landscaping and possibly amenities.

Section B: the railroad alignment is a bit higher than surrounding terrain, so we'll be a little more limited as to what can be done with landscaping.

Section C: relatively flat. There's opportunity for some landscaping, and possible opportunities for amenities (this is typical through the Forest Grove region).

Section D: here, we're looking at a 16-ft wide section – higher use – separate uses, perhaps? Long stretch, mostly through Cornelius.

Section E: approaching Dairy Creek – starting to gain elevation. Not a lot of opportunity for amenities as we approach the creek.

Basic bridge data: structure type, size and location will all be subject to hydraulic analysis. Our assumptions include: 3 spans (main span over Dairy Creek with approach spans on either side), bridge width at 12'-0" clear between railings (10' trail plus 1' shoulders). Estimated costs would be \$200-\$300 per SF for concrete and \$250-\$400 per SF for steel. Looking at the cost difference for 12' vs. 16' in width: widening to 16' would add about \$150,000/mile. That's looking only at asphalt and doesn't include culverts, retaining walls, or other infrastructure potentially needed to address environmental concerns.

Cross-section discussion:

- Is it possible to go from 16' to 12' and back? Based on what we saw during the walk, it seemed like it would be easy to go to 16' in some sections.
 - Yes, we can look at that. Along the structure over the creek, though, we're looking at just 10 ft wide.

- Revisiting signage and driving behavior – at those intersections where we have throughways crossing the trail, do we have a strategy for those yet?
 - Yes, we have been looking at all the intersections throughout the corridor. Julie hasn't seen [the report/assessment] yet. It'll be getting to the county soon. There are some intersections where we'll need more improvements than others. We're also considering the types of signage that will be needed – not just for drivers, but also for cyclists and pedestrian trail users.
 - Will we also look at ebikes, scooters, electric skateboards, etc.?
 - Yes, when we see mixing of uses and different speeds, that's where we start to see problems [with conflicts between uses]. We'll be looking at those.
- Why not build over top of the existing bridge?
 - The question we need to answer: what is the life span of what we have? We'll be looking at tradeoffs for retrofitting [the existing bridge] to current seismic standards, environmental impacts, maintenance, other things... vs. building a new structure. There's still much to be determined.

Management Plan Considerations

An essential component of this project will be development of a management plan. Good maintenance will prolong the trail's life; promote positive relationships with adjacent landowners; reduce potential legal liability; help avoid costly repairs and create a sense of stewardship within the community.

Staff presented critical issues to consider and estimated annual maintenance costs. It's very common to have public-private partnerships formed with a memorandum of understanding or agreement (MOU or MOA), especially in the near-term before and during construction. Intergovernmental agreements (IGAs) could be used in the long-term to address maintenance and security post-construction.

Would the EOSC like to direct staff to form a subcommittee to develop a plan for maintenance and operations? If so, who should participate (cities/counties/TriMet; parks departments; planning/engineering staff; management)? And, who should lead it (county or other entity)? What is our purpose (potential components include identifying: management/partnership format; roles and responsibilities; funding; MOU/IGAs; other?).

Management plan discussion:

- TriMet: Metro has a trail program; have we considered having them manage it?
 - Metro representative: would be happy to speak with director about it but believes there are constraints in funding. Also, Metro is finding it difficult to manage Chehalem Ridge because it's so far from all of Metro's other facilities – it's a long way to have to move people and equipment for maintenance tasks, which adds a layer of complexity (and expense).
 - Staff: concurring that research into other trails has provided evidence that trail management can be more difficult if there isn't close proximity of people and equipment to the trail.
- Participants will need to have expertise in this area. Can we include people from agency planning/engineering staff, parks departments, etc.?
 - Cornelius representative: We should start with cities and county working jointly. I would volunteer Cornelius city manager and myself to work on that. Blending policy and technical experience – we have a good track record of working with Forest Grove. Also, a good track record of working with the county's road maintenance department.

- With TriMet owning the ROW, how do we get in there to patrol and enforce the safety of those areas?
 - IGAs come in here.
 - Before we get to an IGA, we need partners to think about desired results and how to get there.
- Hillsboro representative: we could add law enforcement representatives from different municipalities. The trail's design could contribute to or detract from its safety and having public safety experts contributing to the design process can help us plan for more safety.
- All of the listed groups are good – let's have them all.
 - Something to consider relating to group size: if we have all of the listed parties, it will be a large group and may be more difficult to administer.
 - Chair Willey and Julie will discuss offline and report back to the group with recommendations.

Public comment

None.

Reporting on walk

- Chair Willey: interesting. Dairy Creek trestle wasn't where I thought it was! Good group. Let's hear from others.
- Tom: underscores the importance of actually seeing it. That was helpful.
- Councilor Marshall: the main concerns I'm hearing are about encampments. I went back and talked to a homeowner with concerns after the end of our walk.
- Councilor Pace: makes sense why he'd be upset.
- Councilor González: agreed. I've seen neighborhoods with this; I'm hoping it's more a collective embracing by the public. How is the project engaging with other trails around this public safety issue? I don't think we should be reinventing the wheel. If I can connect folks to help with that, I'm happy to help.
- Mayor Dalin: we've seen where a lot of the neighbors in the Cornelius area have already embraced the green space along the trail. How do we foster that continued interest, that sense of ownership, with the positive – so that we're doing something *with* the community not doing something *to* the community?
- Councilor Marshall: people are asking me: are you going to put up a bigger fence to keep people from going into my backyard?
- Mayor Dalin: until we really engage the community and really bring them along with it, we won't know... we've done a quick engagement process. We need to really get out there.
- Councilor González: question for Hillsboro – does Crescent Greenway Trail end close to this?
- Councilor Pace: I'm not sure, need to look at a map.

Next steps

Upcoming: July 20 – TAC ROW walk (afternoon)

Future meetings: Project design element refinements; bridge analysis; corridor delivery and implementation plan (ROW ownership, easements; management, maintenance and operations plan).

Adjourn

6:30 p.m.