



## AGENDA COVER MEMO

Memorandum Date: 3/17/2023

Order Date: 4/4/2023

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TO: Board of County Commissioners

DEPARTMENT: Public Works, Parks Division

PRESENTED BY: Brett Henry, Parks Division Manager

AGENDA ITEM TITLE: ORDER/ In the Matter of Confirming the Appointment of  
Reilly Newman to the Parks Advisory Committee

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I. MOTION

Move to adopt the Board Order confirming the appointment of Reilly Newman to a term on the Parks Advisory Committee.

II. AGENDA ITEM SUMMARY

The Board is being asked to appoint Reilly Newman to the Parks Advisory Committee. Ms. Newman's appointment is for an at-large position.

III. BACKGROUND/IMPLICATIONS OF ACTION

A. Board Action and Other History

There is no previous Board Action with regards to Ms. Newman. On 1/5/2018, the Board confirmed the reappointment of Carl Stiefbold to serve on the Parks Advisory Committee as an at-large member, BO# 19-01-15-03. Mr. Stiefbold vacated the position on 6/16/2022. On 3/13/2023, the Parks Advisory Committee met and voted to recommend the appointment of Ms. Newman to the vacant at-large position.

B. Policy Issues

Reilly Newman submitted a complete application to Lane County on 1/9/2023. After careful review, the Parks Advisory Committee is recommending the appointment of Ms. Newman to the committee. Ms. Newman's term will begin on 4/4/2023 and expire on 4/4/2027.

C. Board Goals

A full and diverse PAC membership helps the Board achieve Strategic Priority #2: Vibrant Communities by providing the Board with timely and helpful recommendations regarding park operations and by collaborating and enhancing communication with external partners.

D. Financial and/or Resource Considerations

None

E. Health Implications

None.

F. Analysis

Lane Manual 3.615 establishes the Parks Advisory Committee and states:

“[The Parks Advisory Committee (PAC)] advises the Board of County Commissioners on park needs of County residents and visitors regarding County park facilities. [They] recommend priorities for projects, including financial and operational development and acquisition. [Additionally, the PAC provides] recommendations regarding long-range planning for future park programs and future park needs. [The PAC] serves as a liaison group representing the concern of the community with regard to parks.”

Membership consists of five members appointed by individual Commissioners and two at-large members appointed by the Board.

G. Alternatives/Options

1. Approve Board Order appointing Reilly Newman to a 4-year term on the Parks Advisory Committee.
2. Direct staff to revise Board Order to identify a different appointee.
3. Do not adopt Board Order and provide staff with further direction.

IV. RECOMMENDATION

Staff recommends approval of the attached Board Order appointing Reilly Newman to serve a term on the Parks Advisory Committee.

V. TIMING/IMPLEMENTATION

Upon approval of the Board Order, staff will notify Ms. Newman of her appointment to the Parks Advisory Committee. If appointed, her term will begin April 4, 2023.

VI. FOLLOW-UP

None.

VII. ATTACHMENTS

1. Redacted Application from Reilly Newman, submitted 1/9/2023
2. Board Order



**Lane County**  
**CITIZEN ADVISORY COMMITTEE**  
**APPLICATION**

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|                                                                   |                                                                                                                                         |
|-------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| <b>APPLICANT'S NAME AND CITY:</b><br>Reilly Newman, Cottage Grove | <b>DATE:</b><br>January 9, 2023                                                                                                         |
| <b>NAME OF ADVISORY COMMITTEE:</b><br>Parks Advisory Committee    | <b>PLEASE CHECK ONE:</b><br><input checked="" type="checkbox"/> New Applicant<br><input type="checkbox"/> Application for 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.)  
See attached documents.
2. Why do you want to become a member of this committee, and what specific contributions do you hope to make?  
See attached documents.
3. List the community concerns related to this committee that you would like to see addressed if you are appointed.  
See attached documents.
4. Briefly describe your present or past involvement in relevant community groups. (Having no previous involvement will not disqualify you for appointment.)  
See attached documents.
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?  
See attached documents.
6. Are you currently serving on any Advisory Boards or Committees? If so, which ones?  
See attached documents.
7. Are you employed by, have any business, contractual arrangements or family connections with programs having contractual agreements with the County or that might be within the purview of the committee on which you are seeking appointment? (If there is a change in your circumstances, please advise the staff for the committee within 30 days.)  
☒ No   ☐ Yes   Specify:
8. How did you learn about this vacancy?   ☐ Newspaper   ☐ Word of mouth   ☒ Other:  
Lane County Key Communicator Network
9. In which County Commissioner District do you reside? please check one:  
☐ Unsure   ☐ West Lane County   ☐ Springfield   ☐ South Eugene   ☐ North Eugene   ☒ East Lane County

*\*The Board of Commissioners has adopted the following policy on reappointments:*

*a. Members of County advisory groups will serve a maximum of two consecutive terms when term lengths are three or more years in length.*

*b. The deadline for incumbent applications will be the same as the deadline for new applications.*

*\* Unless waived by the Board.*



**Lane County**  
**CITIZEN ADVISORY COMMITTEE**  
**APPLICATION**

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**Please Print**

Name: Newman Reilly  
(Last) (First)  
Address: [REDACTED] Cottage Grove [REDACTED]  
(Street) (City) (Zip)

Home Phone: [REDACTED] How Long Have You Lived in Lane County? 35 Years    Months

Occupation: Projects Manager Place of Employment: Coast Fork Willamette Watershed Council

Business Address: [REDACTED] Business Phone: [REDACTED]

E-Mail Address: [REDACTED] Fax: N/A

**NOTE:** Information in this box consisting of home addresses and phone numbers may be exempt from disclosure per ORS 192.502(3).

**OPTIONAL INFORMATION**

Lane County is required under state and federal guidelines to identify applicants by ethnicity, race, gender and age. Supplying this information will also assist Lane County in evaluating its Diversity Implementation Plan to achieve more diversity on its advisory committees. Providing this information will not adversely affect your opportunity to serve on this committee or board and this information is processed separately from the application. Completion of this section is entirely voluntary and remains confidential.

Please check all boxes that apply:

Gender:

- |                                       |                                                |                                     |
|---------------------------------------|------------------------------------------------|-------------------------------------|
| <input type="checkbox"/> Male         | <input checked="" type="checkbox"/> Female     | <input type="checkbox"/> Trans-Male |
| <input type="checkbox"/> Trans-Female | <input type="checkbox"/> Gender Non-Conforming | <input type="checkbox"/> Non-Binary |
| <input type="checkbox"/> Other        |                                                |                                     |

Ethnicity:

- ☐ Hispanic/Chicano/Latino  
☒ Non-Hispanic/Chicano/Latino

Race:

- |                                                           |                                                        |                                           |
|-----------------------------------------------------------|--------------------------------------------------------|-------------------------------------------|
| <input type="checkbox"/> Asian American                   | <input type="checkbox"/> American Indian/Alaska Native | <input type="checkbox"/> African American |
| <input type="checkbox"/> Native Hawaiian/Pacific Islander |                                                        | <input checked="" type="checkbox"/> White |

☐ Disability: \*Type:

\*This information is used to ensure there is reasonable accommodation and representation on advisory boards.

Is your age over 40? ☒ Yes ☐ No

*Lane County 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.*

Signature of Applicant Reilly Newman

Date: 01/09/2023

*Except as noted above, all information provided as part of this application is a public record subject to disclosure.*

**Please Return to:** Lane County Administration  
Public Service Building  
125 East 8<sup>th</sup> Avenue  
Eugene, OR 97401

**NOTE:** If you are not selected at this time, your application will be kept on file for 12 months from the date it was received and will be reconsidered as vacancies occur

**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.)**

See attached resume.

**2. Why do you want to become a member of this committee, and what specific contributions do you hope to make?**

I have a special place in my heart for parks. I always believed that if you want to make change you have to have a seat at the table. As a lifelong resident of Lane County, I have been using Lane County parks since I was a child. Parks are a community asset, and my goal is for all people no matter their age or abilities have the opportunity to experience our parks fully.

My education and work experiences are primarily science and research based but I also have a passion for working with the community. I hope to utilize my education, work, and community experience in my time on the PAC. As a project manager, I have significant amount of coordination experience working solo and in a team setting. I have 8 years of experience writing grants and have an 92% success rate. I have a history working with federal, state, and local agencies along with private landowners to conduct grant-based habitat restoration projects large and small.

I am currently President of the Cottage Grove Lions Club, a local service club. We serve our community in several ways including vision screening every single elementary student in the Creslane and South Lane School Districts and collecting food for our annual food drive for Community Sharing's food pantry.

**3. List the community concerns related to this committee that you would like to see addressed if you are appointed.**

As shown in the results of the County's open houses that were conducted throughout the county in 2022, residents have a variety of concerns. The concerns that I could advise, or address would focus on invasive species and access.

**4. Briefly describe your present or past involvement in relevant community groups. (Having no previous involvement will not disqualify you for appointment.)**

Rivers to Ridges – Implementation Team member (2014-2023), Field Operations Group coordinator (2019-current), Oak Folk member, social media coordinator (2015-current).

Upper Willamette Stewardship Network – Strategic Action Plan Coordinating Committee facilitator, member.

Howard Buford Recreation Area Habitat Advisory Team – member (2020-present)

Cottage Grove Lions Club – member, Second Vice President (2020-2021), First Vice President (2021-2022), President (2022-2023).

Solve Pest Problems Advisory Group – member (2018)

Emerald Ash Borer Readiness & Response Plan Advisory Committee (2017) – member

**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 am absolutely committed to Lane County's mission to reflect the community they represent. I have spent the last couple of years participating in diversity, equity, and inclusion trainings from the Center for Diversity and the Environment and TransPonder. I believe the best way I can contribute to this effort being my authentic self and reduce my own unconscious biases that may influence decisions, expect accountability in others, and focus on lifelong allyship to those who have been marginalized in our community.

**6. Are you currently serving on any Advisory Boards or Committees? If so, which ones?**

City of Creswell Parks and Tree Advisory Board

City of Cottage Grove Urban Forestry Committee

BEFORE THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO: 23-04-04-07

IN THE MATTER OF CONFIRMING THE  
APPOINTMENT OF REILLY NEWMAN  
TO THE PARKS ADVISORY  
COMMITTEE

**WHEREAS**, At-large representative Carl Stiefbold's position was vacated on 6/16/22, and

**WHEREAS**, Lane Manual 3.506 (2)(e) provides for appointments to non-mandated advisory committees by the Board of County Commissioners; and

**WHEREAS**, the necessary procedures of Lane Manual 3.506 (2) have been complied with; and

**WHEREAS**, the Parks Advisory Committee has unanimously moved to recommend to the Board the appointment of Reilly Newman to the Parks Advisory Committee,

**NOW, THEREFORE**, the Board of County Commissioners of Lane County **ORDERS** that the public record reflect that the following individual has been appointed to the Parks Advisory Committee for the term indicated:

|               |              |             |           |
|---------------|--------------|-------------|-----------|
| Appointee     | Representing | Term Begins | Term Ends |
| Reilly Newman | At-Large     | 4/4/2023    | 4/4/2027  |

**ADOPTED** this 4th day of April, 2023

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Pat Farr, Chair  
Lane County Board of Commissioners