



Oregon

Kate Brown, Governor

Parks and Recreation Department

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September 12, 2019

Carrie Martin
Yamhill County
535 NE 5th Street
McMinnville, OR

RE: **NOTICE TO PROCEED**
Recreational Trails Program

Project name: Yamhelas Westsider Trail Bridge Construction
Project number: RT18-017

Dear Carrie:

Enclosed is your copy of the signed and fully executed Recreational Trails Program (RTP) Agreement. This Agreement authorizes you to proceed with the Yamhelas Westsider Trail Bridge Construction project. You have until **September 30, 2020** to complete the project.

As outlined in your Agreement, reporting requirements include submitting Reimbursement Requests and quarterly Progress Reports to OPRD until project completion. Refer to Section 5 of the [RTP Grant Manual](#) for additional information on reporting requirements and to the [RTP section](#) of the OPRD website for specific reporting forms and instructions for the online reporting system.

We encourage you to offer appropriate media opportunities and involvement of your local legislators in order to help build public awareness of the project's purpose and benefits. Please contact me prior to any public event celebrating your project's beginning or completion.

Thank you for your participation in this program and congratulations again on receiving RTP funds. If you have any questions, please contact me at jodi.bellefeuille@oregon.gov or 503-986-0716.

Sincerely,

Jodi Bellefeuille
RTP Grant Coordinator

Enclosure: Fully Executed Agreement