

Community Center Committee Additional Meeting

September 28, 2015 – Town Office

Attendees: Thom Lanfear, Charlie Ruff, Anna Scott, Thomas Brandt, Via Go To: Lynda Gingerich, Paxton Hoag, Crystalyn

Meeting starting at 6:13pm

Not in attendance: Jon Silvermoon, Andy Strickland, Kirk Schultz, Hilary Anthony

Facilitator: Thom

Scribe: Lynda

Meeting convened at 6:10p

Agenda

1. Committee Business (membership, minutes)
2. Update on water quantity and wastewater research
3. Review of Traffic Analysis. *Thom – I have attached a copy of the traffic analysis performed for the SUP. The traffic engineer indicated to me that it should not need to be redone for the Community Center.*
4. Update on Sound Engineer work
5. Surveying needs
6. Discussion of Community Center operations (hours of operation, noise, lights)

Committee Business (membership, minutes)

Thom – After sending out the request for intention to participate in the CCC, Kirk said he could not maintain the schedule because of multiple committee obligations. Hilary said that she wants to withdraw as a voting member but would like to stay informed.

Shirley Valentine is waiting to be tapped for capital fundraising. Shirley used to work at KLCC as underwriting development. (This was a follow up from Hilary)

Anna – I will make a proposal to change the membership to accept the resignations next month.

Thom – Can we start getting the minutes sent out for review, and then updated for approval at the next meeting?

Lynda – I can do that. I'll make sure they are out for edits the week before the next meeting.

Update on water quantity and wastewater research

Thom – I had a meeting with John Stapleton regarding what we need for the Community Center permit. He was going to scope it out and give us a proposal. He shipped out the waste water work for the Pivot Report to KPFFM.

Lynda – I don't know who John is. Can you fill me in?

Charlie – Last spring we took John and Matt out and asked them for advice. John is an architect for Pivot. Matt is a civil engineer with KPFF. They were subbed out by Pivot to do the engineering things. We're trying to get the stuff that was already done and paid for but the details didn't make it into the Pivot Report. And we wanted John to bring back an SOW for the remaining stuff that needs to be done.

Anna – In the past Pivot did the coordination for this conversation, but we’re doing it now.

Thom - Now we’re in the interim phase to get approval from the county. We need the site plan to move to the next step. We’re trying to get John and Matt to help fill in the gaps for the water and sewage that we still need for the county permit.

<Thomas Brandt arrived and quorum was reached>

Thom – Kirk and Hilary asked to resign as voting members. Now that we have a quorum we can act on this.

<Paxton joined at 6:30pm>

Anna – I make a motion to accept the resignation from Kirk and Hilary but keep them on as informed and advisory. Charlie seconded. **Motion passed 5-0.**

Anna – I make a motion to put out a call out for new members at the next Board of Directors meeting. Charlie seconded. Paxton said he would be submitting a request to join the Committee. Also, Charlie was officially accepted to the committee at the last BOD meeting. **Motion passed 5-0.**

Lynda will put together a paragraph to include in the call out for new members that will generate some excitement and give a sense of what we’re doing.

Review of Traffic Analysis

Thom – I sent out the whole packet of analysis. The end result is that traffic is not a problem.

Thom – I asked if we could use this analysis for the Community Center proposal and the author said yes. We’ll see if the County and ODOT have any issue.

Paxton – How much did it cost?

Charlie – \$2795.

Update on Sound Engineer work

Thom – I had a conversation with the sound engineer. I talked to him about the SUP and the CC. We’ll need a report from him for the CC. First we have to talk about how we want to the CC to operate as far as noise. For example, will we have bands outside? For the analysis just on paper it will cost about \$1200-1500. If it requires going out there and taking measurements, it will be approximately \$2000.

Surveying needs

Thom – John Stapleton. brought this up. We need a professional survey of the site. This might be the time.

Anna – we need a professional surveyor and pay them to come and do an actual survey.

Anna - I move that we get proposals for a survey of the site that was identified in the Pivot report. Charlie seconded.

Anna – What I heard from Jason Kelly (faculty at OSU) is that we need a local company. He would be happy to help us to define scope. There is a big distinction between mapping and surveying. The mapping that is done by the LUMP committee is not what we need.

Paxton – I will be willing to help as well.

Thom – We need a contour map to determine sewage requirements.

Charlie – how do we as a committee get to that scope of work to be able to give it to surveyors?

Thom – I’ll call KPFF and find out what contour map they need. For the area, it’s Alices and all parts of the HUB.

Anna – What I heard from Jason was the committee needs to place the rough borders. The survey needs to be able to be used to size drain for septic.

Paxton – Didn't the maps for the traffic report qualify for the county? Do we need more accuracy than that? I am using those.

Thom, Charlie – general discussion about scope of work with 3 parcels including.....?

Anna – Do those areas have the right soil and enough of size for the septic within those 3 parcels?

Thom – There were septic systems in that area already where the trailer was, at Alices and the HUB. It has already been found suitable for three septics. So we're probably pretty safe.

Vote on motion. **Motion passed 5-0.**

Discussion of Community Center operations (hours of operation, noise, lights)

Thom – We talked about some of these things at the charrette, but it's time to really nail it down for the permit request. How late do we want to be able to use it?

Anna – I like 10pm.

Thom – I also like 10pm. There are sound conditions that change with 10pm.

Crystalyn – Does that include pre-fair? Because we have bands until 12am during that time.

Charlie – That's where things start to get out synch. The Board approved a sound policy that is not in compliance with Lane County. There are 4 days that have one sound policy, until 2am and the rest of the year is midnight.

Thom – Let's start with general hours of operation that's not during the fair.

Paxton - Our meetings often go beyond 10pm.

Thom – We may also need to separate the indoors and outdoors.

Paxton – Indoor, 11p would be reasonable. Remember someone has to pick up afterwards. Outdoor would be the Fair Sound policy.

Thom – We're saying indoors 12am and outdoors 10pm? We also need to consider frequency. Is it every day? Is outdoors every day?

Anna – I'm thinking to start with what we already do.

Thom – The outdoor things won't be happening year round probably. Are we going to propose every weekend?

Anna – That would make a lot of people very happy. I heard that over and over that people want to be able to use this all year.

Paxton - We have had 6 weddings onsite since the Fair.

Thom – We'll have some foundation of events already this would be on top of it.

Thomas – And some language about use by the community.

Anna – We need to include Friday in the designation of weekend.

Thom – We should say music until 10pm on Friday, Saturday and Sunday would be stopped at 6pm or something like that.

Anna – I'd like to hear what the staff has to say about this as well. What else is on the agenda?

Thom – We also need to talk about lights. Is the parking lot going to be lit up?

Anna – We have to have accessible parking with lighting.

Thomas – Any outdoor lighting should be shaded.

Thom – The County usually requires that if there's a neighbor nearby.

Thom – We can go back to parking. We need to determine the septic prior to the parking. You can't park on the septic.

Anna – We also need a little more work on the survey proposal. Financially, who does that?

Charlie – I'll work with Thom on the financial.

Action Items

Lynda – Send out minutes a week prior to the next meeting or as needed for edits. Have updates made for the minutes to be approved at the meeting.

Lynda – Put together a paragraph to include in the call out for new members to generate some excitement and give a sense of what we're doing. Send out for input.

Thom – Call John Stapleton to get the scope of work

Thom – Call KPFF to see what level of detail they need.

Meeting adjourned at 7:30pm

Next meeting will be on October 19th at 6:00pm at the town office.

- Charlie will be in Italy and not attending. Charlie will make sure that Andy is there to do the Go To for the meeting.
- Lynda will be in Texas and not attending. Someone else will need to take minutes.

Draft Agenda Items for October 19th

Continue discussion of hours of operation