

## **Board Summary/Actions**

Nothing this month

## **Community Center Committee Meeting**

January 23, 2017 – Town Office

Attendees: Lynda Gingerich, Thom Lanfear, Anna Scott, Rick Lambert, Jon Silvermoon (~7:15 pm arrival)

Via Go To: Jim Goettler, Sandra Bauer, Ann Rogers

Not in attendance: Thomas Brandt, Paxton Hoag, Charlie Ruff

Facilitator: Thom

Scribe: Lynda

Meeting convened at 6:05 pm

### **Agenda Items**

1. Approval of August, December 2016 Minutes
2. Parking
3. Road Vacation
4. Septic/Water
5. Fundraising/Budget

### **Committee Business**

*Do we have a quorum?* Yes, we have a quorum.

### **Approval of Previous Minutes**

Thom – I'll move to approve the August minutes as amended. Anna seconded. Motion passed 3-0 with Jim and Sandra abstaining.

Thom – I'll move to approve the December minutes as amended. Anna seconded. Motion passed 4-0 with Sandra abstaining.

### **Septic/Water**

Thom – We had the folks from Pivot and KPFF here last meeting and they showed us where the septic could go on the property. We have enough water in the wells to fill a storage tank. On the site plan we would just need to pick a spot where we would put the storage reservoir and the septic would go where they show it. That part of the site plan is coming along.

### **Road Vacation/Parking**

Thom – If you look at the site plan I sent out, you'll see about 25 parking spaces. But you can't propose parking in a public right of way. Do we relocate those spaces or go forward with the plan from many years ago to vacate Aero Road and Chickadee Lane, which is the direction we've always wanted to go.

Lynda – Didn't Tom Gannon say that he was going forward with the road vacation?

Thom – It has not happened yet. A recommendation should come from the committee but I don't know if the board needs to review that or if it comes from the GM.

Ann – Board members deal with policy and operational matters are handled by staff. For budget, it would need review by the Board.

Thom – We won't know the final cost until we turn in the application and it is reviewed by the county. I'd like to see us pass a motion to have the GM start that process. To get someone to prepare the application to submit which is generally done by an attorney.

Sandra – The 25 spaces could easily be done in Dug's Green and the road vacation done at a later date.

Lynda – Didn't the parking regulations require the parking to be within 800 feet of the structure?

Thom – We were trying to figure that out. It looks like part of Dug's Green is within 800 feet but I can nail that down specifically. Lane County requires one parking spot for every four seats. We can provide more spots than that.

Jim – There are a lot fewer trees up there that would make it better for parking

Thom – I can make a map that shows all the part of Dug's green that is within 800 feet of the proposed area.

Sandra – I like that idea. Finding out if Dug's Green is available for parking now rather than later.

Rick – Would using the parking made available by a road vacation require cutting down any trees?

Thom – We need to stand on site with the new survey drawings and see what's there. I can look into that Shane.

Sandra – I'm coming down on Feb 17/18.

General discussion to try to have a site visit the weekend of February 18-19.

### **Fundraising/Budget**

Lynda – Jim this was your agenda item. You wanted to know the amount of money in the budget designated for the Community Center. We have \$421,888 allocated to the CC. These are dedicated CC funds. We spent 25K on the Pivot Report and about 10-15K on the surveys.

Sandra – The bigger question is scope. What is the ballpark number we are aiming at?

Jim – Is there a reason there's not a standalone budget that we could begin to put expenses against as costs come in.

Lynda – These are designated funds for the Community Center. We did ask a certain chunk be allocated to the GM budget for use on all the surveys and other work necessary to be able to submit the site plan permit application. It allowed us to complete these activities without having to go the Board for each line item.

Sandra – The question is not operational cost for the permit process but how much are we willing to spend on the community center. I think it's a very important number for us to have in mind sooner rather than later. It sounds like it may be between a 3-4 million dollar project. If you've been involved in this project long enough, you have a number in your head. What is it?

Anna – What we are doing now is finding out if we have permission to build a building with these general components with parking being a key component. For fundraising, the Pivot folks made it clear that this was preliminary.

Lynda – I have an email that Hilary sent to all of us within the last few years. Reading from the email: "we asked the board, several years ago, for their approval for the committee to continue to research a cc that would be about 10,000 sq ft and about 2 million dollars." She went on to say that's what we should have been looking into and there was frustration with Pivot for not taking budget into account. But the only direction provided by the Board is that the CCC was to research at around 2 million dollars. But I don't think anyone has ever thrown out a number and said this is what we are going to have a budget for.

Anna – Correct

Thom – I don't think it's possible to come up with a hard number. In my head, I think it's around two million. But it could be more depending on what we obtain in funds. We can't really go out fundraising until we have some concept of what we would be building. We can't pay someone to do the drawings of

the building without knowing if we can build something. At this point, we can't know that exact number yet. You can't have a budget until we know what we have from fundraising.

Sandra – I think you're wrong on that. I am very happy to hear the number in your head is 2 million. I was fearful that it was double that. At 2 million, we're coming in the remotely possible zone and is somewhat realistic. I think that in order to fundraise, you have to have something to fundraise against.

Thom – We do need a goal to put out there for the fundraising. I agree.

Jim – I'd like a preliminary list of everything with what it costs to total 2 million.

Thom – I think that comes out in the design phase after we get the permit from the county to have a center. If we don't have a center approved, what's the point? Right now we have a blob on a piece of paper. We don't have the details needed to come up with a budget like you're talking about. We're not at that point yet.

Sandra – The problem was going to Pivot with an open ended concept instead of we have 2 million dollars what can we build for that. Then we could have had some working documents.

Ann – I'm concerned about some of the mitigation issues we may have that could potentially take a couple hundred thousand off the top.

Anna – We are a committee and we don't have the answers to your good questions. We make recommendations to the Board and we look to the Board for direction. We've most recently asked the Board for direct support, for an advocate in response to some of these questions and for consistency and maintain momentum.

Ann – Do you want to go back to the Board and ask for guidance?

Sandra – Lynda, when you were saying Hilary sent that email, is that what the Board approved?

Lynda – It was not approved money. It was approval to research something that would cost around that. There has been no approval for money from anyone.

Thom – We've been basing it on what we wanted size and function wise. We had Pivot go out and find out what it would cost to have some commercial firm build it for us. That's what they come up with. It has lots of things included that we wouldn't want. The upper number they came up with, no one ever thought we were going to spend that. It's a reality check on what things cost. The point where we need that budget and goal is when we hire a designer to lead us through the design process and we tell them we want a building for X amount of dollars. We aren't there yet. We can't hire that design company yet because we don't know we can have this building on this property.

Sandra – If the general understanding by the Board and this committee is that this project is targeting 10,000 SF with a certain functionality at 2 million, then I think that is a defensible project.

General discussion around frustration with the Pivot report for being the top number that we need to work down from instead of having a more realistic number.

*Jon S. arrived.*

### **Scribe Duties**

General discussion around someone else taking over the scribe duties from Lynda, as no one from the committee has volunteered yet. Discussion around scribing in general and the difficulty of getting scribes for all the committees for the Fair. It will be put on the agenda again for next month.

Anna – I suggest an agenda item for an amendment to the role of committee member that the scribe duties will be passed along to everyone as part of being a committee member.

### **Miscellaneous**

Ann, Rick– Wasn't Shane going to get back to us around the wells and water levels? That information is all online, which includes each well, the current volume and the containments. The County will look at if we have enough water to supply the building without impacting anyone else. That's part of what we

asked KPFF to look at. They determined we can fill a storage tank from the wells and there's enough water from those wells for this facility. It's a matter of size of tank(s) and location. The fire suppression system requires a lot of water in a short amount of time.

Meeting adjourned 7:45 pm

**Action Items**

**Thom** – Send out an email with map of how close to Dug's Green

**Thom** – Send out an email about setting up a site visit to look at where stuff is from the survey, on the weekend of Feb. 18-19

**Thom** – Talk to Shane about road vacation

Next meeting will be February 20, at 6:00pm at the town office.

**Draft Agenda Items for February 2017**

1. Approval of January, 2017 Minutes
2. Scribe role
3. Revisit the parking for the community center
4. Report back on vacation process
5. Wells and water tanks