

Board Summary/Actions

Jon to take motion to the next board meeting to start the vacation process.

Community Center Committee Meeting

March 20, 2017 – Town Office

Attendees: Thom Lanfear, Lynda Gingerich, Paxton Hoag, Rick Lambert, Jon Silvermoon (arrived at 6:45pm)

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

Not in attendance: Thomas Brandt, Anna Scott

Facilitator: Thom

Scribe: Lynda

Meeting convened at 6:09 pm

Agenda Items

1. Approval of February 2017 Minutes – Tabled until next month
2. Review document from KPFF and Pivot
3. Parking in Dug's Green
4. Board motion
5. Site Plan Permit
6. Road vacation

Committee Business

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

Water and Septic Document from KPFF/Pivot

Thom sent out the follow up document from KPFF/Pivot. We don't have to go with the Orenco or locate it where they put it, but it shows to the county that we have the ability to handle the septic and water requirements.

Paxton – My concern is that the septic is in the garden. Can we plant above it?

Rick – I've done this before and never had a problem growing plants.

Lynda – When KPFF/Pivot were here they said the top of the septic must be two feet below ground.

Parking

Thom – There are a couple things we need to consider if we access Dug's Green for the parking. We have to come in off Aero, as opposed to Suttle, as that is what our traffic analysis looked at. There is a significant grade there that would have some cost to address.

Paxton – The parking workshop talked about that area being used for service vehicle parking during the fair. If we had more formalized parking there, I'm sure it would get used for the community center.

Lynda – Last month, we talked about taking the approach of designating both Dug's Green and dispersed parking. We did want confirmation that if we designate some parking there for the permit, are we required to park there? Also, we thought that we should take the idea to the LUMP committee and ask for feedback, which Jon was going to do.

<Jon had not arrived yet at this time.>

Thom – If we turn in the site plan with what’s designated on here, the county would not count the spots on Chickadee because they are in the right of way. If we vacate the road, we could park there, so it is a tie in to the road vacation that the fair is already talking about.

Lynda – If we put parking in Dug’s Green on the site plan permit, are we tied to parking there?

Thom – I wouldn’t think so.

Paxton – It would only be a small part of the parking anyway. I think it’s good as an overflow.

Thom – I think it’s good to show parking there as long as the neighbor’s houses are far enough away.

Paxton – They are. And there’s always buildings or trees in between.

Board Motion

Lynda – Last month we talked about going to Pivot to get some additional options for cost with different sizes and/or functionality of building. We talked about requesting a board motion for this.

Sandra – Do we need to get the Board to authorize additional work with Pivot?

Charlie – To access money before, it has been asking the Board to authorize a budget adjustment and put the funds into the GM budget for an amount to do specific work. We don’t have any spending authority.

Jim – I hope to ask the Board how much they want to spend and then plan to that.

Sandra – It seems our responsibility to go to the Board with a range of options and information that would help them focus their conversation and allow them to intelligently make a decision on how much they want to spend. I’d like to talk with Pivot and get a range of options based on budget. Then we could take this to the board.

Charlie – I don’t think it’s fair to ask the Board what they want to spend. How can we work with Pivot to come up with a realistic budget range based on the size parameters the board has approved? Getting this number can help us put the site plan in the forefront of the conversation because if we don’t get the green light to put the permit through, all the conversation about budget will not mean anything.

Paxton – When I left the Board, sentiment among board members at that time was that \$2M was not unreachable. It’s hard to talk about cost until you know what you’re building.

Sandra – Is everyone on board with going back to Pivot and asking for a small range of options to take to the board?

Thom – I think we could get John Stapleton here to a meeting. I can ask him if he can come next month. If we can articulate what we want them to do, he could present us with a cost estimate. If the board approved, we could get Pivot to work on this during Fair when we don’t meet in June/July.

Sandra – I think we should have someone designated to work closely with them, so they do not have to make assumptions.

Jim – We should get three flavors from Pivot and what it would cost.

<General discussion on whether to use Pivot or look at other options>

Sandra, Charlie et al. – It would cost more and take more time to bring someone new in and get them to the level of knowledge and understanding that Pivot is at. They are fair friendly. They are high end but seem to be the best option given everything. Consensus to continue with Pivot.

Thom – Would we ask them to do further analysis and see what we would get for costs, like 3 million, 2 million, and 2.5 million? If the options are for dollar ranges and we could articulate them, we could ask Pivot to come back with a proposal for each, hopefully by the next meeting.

Paxton – I would have a top end of 2 million.

Jon – There are two variables. Price and what we are going to build. Differences in what kind of material you use, how much indoor vs outdoor space, how much “green” stuff you want to include.

Rick – Once you set a price range, it will determine what you have to choose from to build. I think a range is a good idea.

Jon – Are we doing price ranges for the accepted footprint or price ranges that change the nature of the footprint?

Paxton – I think we've agreed with the square footage.

Thom – The Pivot report had a big number and the square footage wasn't that far off.

Sandra – We do not know the level of finishes that Pivot was recommending. There are ways to reduce the budget but the Pivot number doesn't have the level of specificity to know what can be reduced. I think there's a lot to be gained by talking about the quality of finishes and adjusting the square footage here and there.

Lynda – It might be helpful for Pivot to go through the line items on the budget to educate us on what they are. There are features and size. Maybe we ask Pivot for 3 options for different features with the square footage agreed upon for the site plan permit. Then if they can tell us the cost per square footage we can adjust the size to get the cost we want, knowing those are the features we would get.

Charlie – I think it would be useful to have John join us at the next meeting and ask him these question. Have him help us formulate how to get a motion for the board.

Jon – Ongoing maintenance is another cost factor. I think we need to deal with the size and features first, but I don't want to lose site of the maintenance costs. I'm fine with giving Pivot some price ranges.

Thom – I'll give John Stapleton a call and see if he can be at our next meeting. If we can agree on a set of numbers, maybe he can come prepared to discuss those.

Paxton – I'd like to see an assessment without Orenco, in part because of the cost of maintenance.

Thom – That just shows that we can accommodate something on site. It doesn't lock us into that.

Jim – I think it would be great to have John at the meeting but I think we should also have a work session to hash this out.

Jim, Charlie et al. – Discussion around fundraising. Have ½ million dollars already to start with. There is the capacity to raise the money that is needed, if there is buy-in and consensus. Also grants are an option to help. Don't have a fundraising plan but have done a lot of the ground work for it. Feasibility studies are sometimes done to determine level of fundraising possible but may not be appropriate for our situation. We know our people.

Thom – We're going to see what Pivot can do for us. I'll ask John to come to our next meeting. The 3 numbers are 2, 2.5 and 3 million or less?

Jon – I'd like to have a lower number at the bottom.

Rick – If the dream is 3.4 M, I think 1.5 million is good for a low end. From talking with fair community, I think people would be OK with that.

Jon - 1.25, 2, 2.75 to give more distance between them.

Lynda – The reason we're talking about numbers is to help Pivot help us, not because we're recommending anything or coming up with a cost or determining how to fund raise for that amount, but to help them give us back something valuable. I think having a wider range between the numbers will help them give us more meaningful options. I would be fine with asking for 3 options between 1 and 3 million.

Thom – We don't have to decide tonight. We could ask John about it when he's with us.

Parking - LUMP committee response to site plan including parking in Dug's Green

Jon – There was little discussion. They said OK if that's what you need to do. No one raised any objections or had any questions.

Site Plan Follow Up

Lynda – Last month Jon asked if building smaller than the site plan was approved for, can we downsize the other things that go along with the building. I.e. Septic, water, parking.

Thom – If we downsize the building, the other things will be sized to what we build. We're getting close on the site plan and are almost ready to go forward with an application to the county.

Lynda – Aren't we going to have someone write the narrative for us?

Thom – The land use attorney we work with is probably the best person to do this. They have a planner lawyer who can write up the application and the land use attorney can shepherd it through the county process. The basic information they need is all in the SUP. Personally, I think the SUP needs to get settled before we go forward with the site plan permit.

Road Vacation

Discussion moved to vacation of road.

Charlie, Jon et al. – I think it's going to take someone to push the conversation. It's in the background and is related to the SUP but it wouldn't hurt for this committee to recommend to the board to start the process. The board has discussed but nothing has actually started to happen. The committee could push that.

Paxton – I move to recommend to the board that they pursue the vacation of Chickadee and the relevant portions of Aero as soon as possible. Lynda seconded.

Jim – If we vacate the road are we then responsible for maintenance of the road?

Thom – We are already responsible for maintenance. They are the type of road that the county does not maintain. It would be just like bus road. We let the public use the road during the fair because they have a ticket, but it is private property.

Ann – We will have some initial costs because they require the road to be in a certain condition.

Thom – They will not require any road improvements. They do have fees and they put a value on the road.

Ann – I think we have to replace the culvert at Chickadee and Aero.

Thom – That is a requirement for the SUP approval for events we have. But it is not part of the vacation.

Motion passed – unanimous

Charlie – I would like Jon to take a recommendation to the next Board meeting. Thom and I can talk to Shane about it as well so he'll be prepared.

Meeting adjourned 7:47 pm

Action Items

Thom – Ask John Stapleton to attend the April meeting

Jon – Take the motion to the board for the road vacation

Next meeting will be April 17, at 6:00pm at the town office.

Draft Agenda Items for April 2017

1. Approval of February and March 2017 Minutes
2. John Stapleton from Pivot – hopefully!