



## **DISTRICT ADVISORY BOARD MEETING AGENDA**

### **STUDY SESSION**

**Date:** February 27, 2017

**Time:** 4:30 p.m.

**Location:** North Clackamas Aquatic Park – 7300 SE Harmony Road, Milwaukie, OR 97222

#### **I. System Development Charges Methodology Update**

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### **BUSINESS MEETING**

**Date:** February 27, 2017

**Time:** 6:00 p.m.

**Location:** North Clackamas Aquatic Park – 7300 SE Harmony Road, Milwaukie, OR 97222

#### **I. Call to Order**

#### **II. Citizen Participation\***

#### **III. Consent Agenda**

- a. Approve February 8, 2017 meeting minutes

#### **IV. Discussion Agenda – No Action Required**

##### **a. Old Business**

- i. Governance and District Reformation
- ii. Update on Strategic Partnership with North Clackamas School District (NCSD)

##### **b. New Business**

- i. Boardman Wetlands Natural Area Project Update

#### **V. Business Agenda – Action Required**

##### **a. New Business**

##### **b. Old Business**

#### **VI. Director Comments**

- a. DAB Meeting Start Time

#### **VII. DAB Member Comments**

#### **VIII. Adjournment**

\*Citizen Participation limited to 3 minutes per citizen. If comments are related to an agenda item, please wait until the issue comes before the District Advisory Board.

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## **DISTRICT ADVISORY BOARD**

### **Meeting Minutes**

#### **BUSINESS MEETING**

**Date:** February 8, 2017  
**Time:** 5:00 p.m.  
**Location:** The Milwaukie Center – Auditorium  
5440 SE Kellogg Creek Drive, Milwaukie, OR 97222

#### **I. Call to Order**

Chair Wilda Parks called the meeting to order at 5:05 p.m. A quorum was present.

- a. BCC Members Present:** Chair Jim Bernard, Commissioner Paul Savas
- b. DAB Members Present:** Wilda Parks, Susan McCarty, Bill Bersie, Lynn Fisher, Sharon Koester, Suzanne Montalbano, Brett Sherman; David Noble arrived late.
- c. DAB Members Absent:** Sandra Grzeskowiak
- d. NCPRD Staff Members Present:** Gary Barth, BCS Director; Scott Archer, NCPRD Director; Kevin Cayson, Parks Maintenance Supervisor; Tonia Williamson, Natural Areas Coordinator; Kathryn Krygier, Planning & Development Manager; Caroline Ramer, Administrative Assistant; Lacey Sortman, Hatfield Resident Fellow

#### **II. Citizen Participation\***

None.

#### **III. Consent Agenda**

The Board discussed amending the DAB Members Present section of the Meeting minutes from their November 9<sup>th</sup> and December 21<sup>st</sup> meetings. Staff agreed to review this portion of the minutes and correct through amendment at a future meeting, if necessary.

Susan McCarty moved to accept the December meeting minutes and the January and February division reports as submitted. Sharon Koester seconded the motion and it was approved unanimously (8 in favor; 0 against).

#### **IV. Discussion Agenda – No Action Required**

##### **a. Old Business**

##### **i. Governance and District Reformation**

Chair Parks reviewed the current status of the District governance discussion. The Board discussed next steps and whether everyone was ready to move forward with the process to go to the ballot for independent governance in November. The Board discussed receptivity to a permanent rate increase or whether they would like the measure to stay “revenue-neutral,” e.g. propose to maintain the current permanent tax rate of \$0.5382 cents per \$1,000 Assessed Value.

Commissioner Savas stated he believed that financial projections will be necessary before making a recommendation to the NCPRD Governing Board. BCS Director Gary

Barth confirmed that an Economic Feasibility Analysis is required to demonstrate the new District would be economically viable as an independent district.

The Board discussed the need for a clear timeline of required Board actions leading up to the November election. They asked staff to bring a high-level financial report exploring the financial position of the District to determine whether the Board should recommend a permanent tax rate increase. The NCPRD Governing Board (the Board of County Commissioners) will have the final say on the permanent tax rate, but would likely take the DAB's recommendations into consideration.

**b. New Business**

i. Strategic Partnership with North Clackamas School District (NCSD)

NCPRD Director Scott Archer and BCS Director Gary Barth made a presentation to the Board surrounding the terms of the Proposed Strategic Partnership with North Clackamas School District. Key potential benefits of the transaction include eliminating all NCPRD debt, keeping both buildings publicly-owned for community use, the potential for park development on both sites and the ability to deconcentrate NCPRD's capital investments more widely across the District.

The Board then accepted public comment.

Overview of Public Comment

- 1) Thelma Haggemiller  
In support of the transaction
- 2) Travis Beard  
Undecided regarding support/opposition to the transaction; stated multiple concerns about Hood View Park
- 3) Brent Hunsberger  
In support of the transaction; stated his comments were more appropriate at a later point in the process
- 4) Dan Everhart, representing Restore Oregon  
In support of the transaction; interested in protecting the historical character of the Concord School building
- 5) Ron Campbell, representing the Concord Partnership  
In support of the transaction
- 6) Dick Shook  
In support of the transaction, but was wishing to speak on another matter

Lynn Fisher made a motion to express DAB support for the transaction moving forward. The motion was seconded by David Noble and it was passed unanimously (8 in favor; 0 against).

ii. 2<sup>nd</sup> Quarter Financial Report for the period July 1, 2016 through December 31, 2016

The Board agreed to review the 2<sup>nd</sup> Quarter financial report provided by Business Operations Director, Laura Zentner. Any questions regarding the report can be revisited at the next Board meeting.

iii. Consideration of an additional District Advisory Board Meeting in February

The Board determined it would hold a Doodle Poll to find the best possible date for an additional meeting in February.

**V. Director Comments**

a. DAB Meeting Start Time

Director Archer stated that at their next meeting, he will be asking the Board to consider a new regular start time for the DAB meetings.

**VI. DAB Member Comments**

The Board decided to defer Member Comments until their next February meeting.

**VII. Adjournment**

Lynn Fisher made a motion to adjourn the meeting. Suzanne Montalbano seconded and the motion passed unanimously (8 in favor; 0 against).

Meeting adjourned at 6:35 p.m.

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## STUDY SESSION

**Subject:** System Development Charges Methodology Update

**Date:** February 8, 2017

**Time:** 7:00 p.m.

**Location:** The Milwaukie Center – Auditorium  
5440 SE Kellogg Creek Drive, Milwaukie, OR 97222

### Attendance

- a. **BCC Members Present:** None
- b. **DAB Members Present:** Wilda Parks, Susan McCarty, Bill Bersie, Lynn Fisher, Sharon Koester, Suzanne Montalbano, David Noble, Brett Sherman
- c. **DAB Members Absent:** Sandra Grzeskowiak
- d. **NCPRD Staff Members Present:** Gary Barth, BCS Director; Scott Archer, NCPRD Director; Kevin Cayson, Parks Maintenance Supervisor; Tonia Williamson, Natural Areas Coordinator; Kathryn Krygier, Planning & Development Manager; Caroline Ramer, Administrative Assistant; Lacey Sortman, Hatfield Resident Fellow

Director Archer introduced the SDC Study Session. He explained that the meeting would end at 7:30 p.m. as scheduled. Planning and Development Manager Kathryn Krygier explained the materials provided to the Board for consideration.

Lynn Fisher asked whether the strategic partnership would have an impact on the CIP list. Krygier confirmed that it could either be included in the CIP or, if the timing doesn't work, the CIP can be amended to include it. At this time, it is important they continue the process to update the CIP List as part of the SDC Methodology Update.

Krygier reviewed the 2007 SDC zones, since they have changed since the 2007 report. She explained that staff will be using the term subarea for the proposed five-zone version of the District map. Fisher asked whether the five-zones are "official." Gary Barth explained that they are not yet official and will

not be until the Board recommends updating the SDC Methodology to the five-zone model, which may occur as a part of this SDC update process. There is further discussion about reconciling the multiple zone models.

The Board picked up discussion on the CIP List where they left off at their December study session, Neighborhood Parks—Zone 2. Fisher shared that neighbors on the NextDoor website for Oak Grove were suggesting that Bunnell Park be converted into a dog park. Barth explained that if the Board wanted to prioritize work at the Bunnell Park site, staff would engage the surrounding neighborhoods in a public engagement process. Every time the District has done so in the past, Barth continued, the neighbors have not wanted that location developed. There was further discussion regarding the process for identifying the best location for a particular type of park.

Parks explained that the Board would want to respond to the neighborhood's calls for a dog park in that area. Archer stated that the District would prefer a formal request from the neighborhood group, so that staff could bring the suggestion(s) before the Board for review. There was further discussion regarding the need for a dog park within the District. The Board decided to carry forward Bunnell Park onto the next CIP list.

The Board moved on to discuss Neighborhood Parks in Zone 3. There was discussion regarding the location of the proposed neighborhood park N-19 and whether it made sense to carry it forward on the CIP in the same location. Staff explained that the physical location of the site was carried over from the 2007 SDC Methodology Update and that perhaps staff should reevaluate the site. Barth specified that the markers on the map were simply desired locations based on the current Level of Service in that area. Therefore, NCPRD staff in 2007 were likely placing potential park locations where the greatest service deficiencies existed in the District at that time. As noted above, in the future, proposed parks will have a special designation to indicate approximate location.

In addition, Koester stated she would like more information on the reasoning that helped determined the location of Proposed Neighborhood Park N-3. Krygier noted that in the future, proposed parks that have not been sited should have a special designation (a dashed circle indicating approximate location, for example).

The Study Session came to a natural stopping point and the Board decided to adjourn the meeting at 7:29 p.m.



## MEMORANDUM

**DATE:** February 27, 2017  
**TO:** The District Advisory Board  
**FROM:** NCPRD Staff  
**RE:** Update on the Boardman Wetlands Natural Area Partner Project with Oak Lodge Water Services District (OLWS)

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### **Summary**

North Clackamas Parks and Recreation District (NCPRD) is in partnership with Oak Lodge Water Services District\* (OLWS) on the Boardman Wetlands Natural Area project, known in the past as the Boardman Slough project. This project and partnership was highlighted in the 2004 NCPRD Master Plan and 2014 Draft Master Plan as a priority Natural Area project. The larger wetland complex is located east of McLoughlin between Boardman Avenue and Glen Echo Drive.

This first phase of development includes approximately 5.3 acres located between Addie Street to the west, Boardman Avenue to the north, Jennings Avenue to the south and Cooke Street to the east with public access off of Addie Street. Please see concept maps, attached (First concept shows larger natural area without extra parking and nature play area, whereas the Second concept shows a close up of the added parking and nature play area that NCPRD funds would help develop).

This project has multiple goals including, improved water quality, stormwater and flood water retention, habitat restoration, natural area conservation, recreation and education. Elements include wetland and natural area habitat restoration, boardwalks, two educational areas, parking and nature play area.

NCPRD and OLWS will be applying for a State Parks Local Government Grant for \$395,000. In addition, if the state parks grant is awarded, NCPRD is proposing that we contribute \$65,000 from available SDCs. As a partner on this project, OLWS is contributing over \$1.65 million, not including an additional \$400,000 for a sewer line upgrade.

This area of the District is park deficient as presented in the draft 2014 Master Plan and this project would provide multiple benefits to this underserved area.

### **Update**

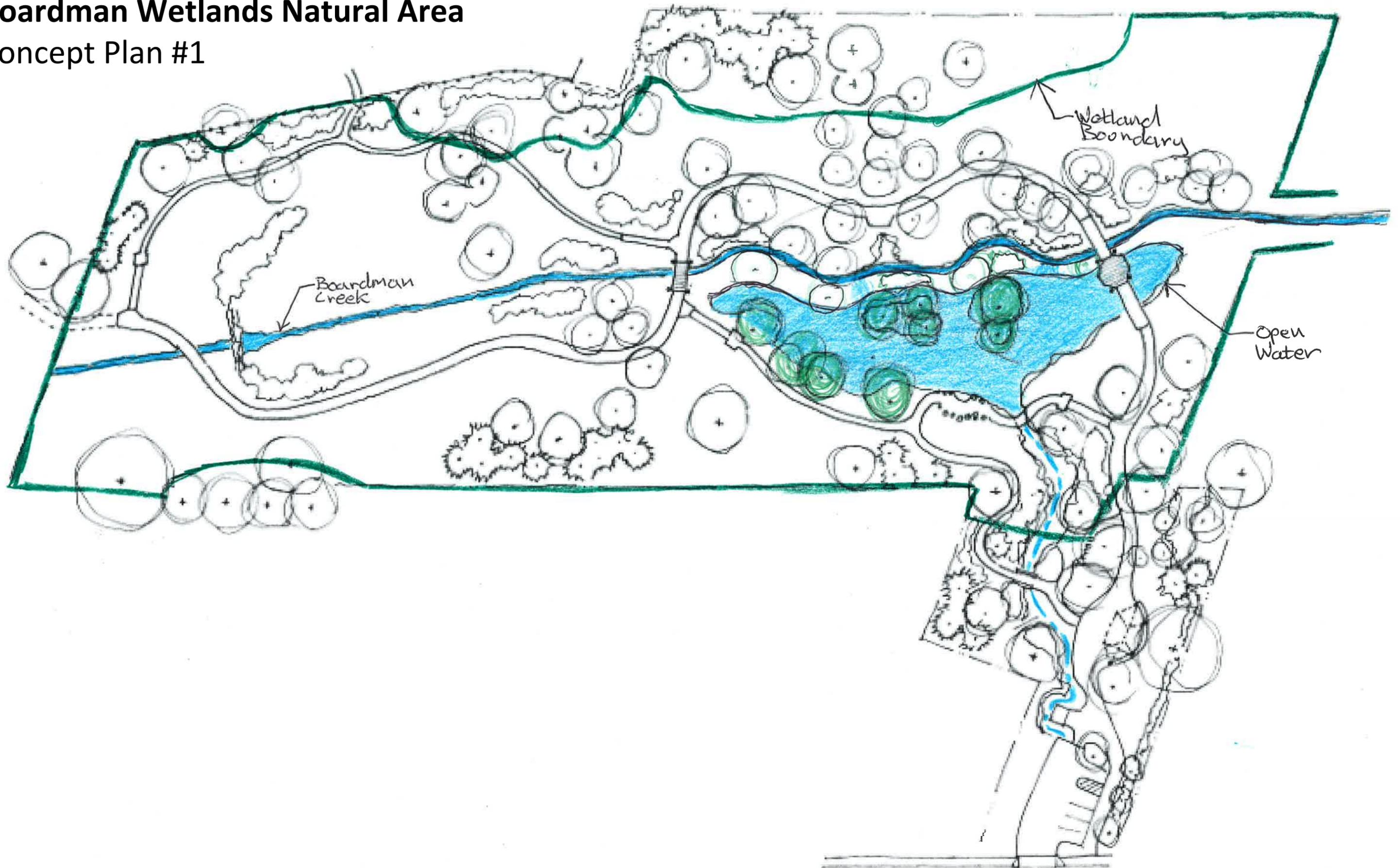
NCPRD staff will partner with OLWS to apply for the State Parks Local Government Grant from \$395,000. If awarded, NCPRD staff will come back to the DAB to present 90% designs, discuss financing and intergovernmental agreement.

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\*Note: Oak Lodge Water Services District (OLWS) is the newly combined agency of Oak Lodge Sanitary District (OLSD) and Oak Lodge Water District (OLWD)

# Boardman Wetlands Natural Area

## Concept Plan #1



**Boardman Wetlands Natural Area**  
Concept Plan #2

