



CLACKAMAS COUNTY
Soil and Water Conservation District

Approved April 15, 2014

SWCD Special Meeting Minutes for March 18, 2014

Present:

Directors: Jeff Becker, Roger Fantz, Don Guttridge, Jan Lee, Jesse Nelson, Ron Oberg, Joan Zuber (arrived at 10:10 a.m.)

Associate Directors: Robin Harrower, PK Melethil

Staff: Lisa Kilders, Clair Klock, Cathy McQueeney, Tom Salzer

Guest: Amy Cleary

CALL TO ORDER and AMEND/ACCEPT AGENDA/PUBLIC COMMENT

Chair Oberg called the special meeting to order at 10:00 a.m. for the purpose of board planning with facilitator Amy Cleary.

Amy Cleary reviewed the proposed agenda. It was accepted without revision.

DISCUSSION

After a brief summary of the notes from the February planning meeting, Amy Cleary introduced a three card, color-coded system for assessing group consensus.

Manager Salzer reviewed a timeline for the Redside property and possible development of the Beaver creek Farm:

2014	2015	2016	2017	2018	2019
Lease					actually to Feb.2019
	Design	Feb. notice	MOVE	Feb. – give notice	
	Permits	BUILD			
	Financing				
	Construction Manager				

Director Lee suggested that, in addition to considering building at the Beaver Creek Farm, the Board should also consider a second option of redeveloping an existing building at another location. Manager Salzer agreed, but noted, along with Director Guttridge, that his research indicated that there was limited office space available in the Oregon City area that would meet the District's square footage requirements.

Items discussed in regards to the option of redeveloping an existing space included:

- An ideal location would be no further north than Happy Valley, no further south than Canby;
- The location of a new office must meet the District's long range goals, 40 years and beyond
- There must be adequate parking for staff, board members, and customers
- The new office should have classroom spaces for workshops
- The District should consider revenue options such as renting out excess space for income
- Flat roof buildings should not be excluded from consideration as a pitched roof could be added during a remodel

Several of the Board members expressed preference for building at the Beaver Creek Farm, but agreed that they should also explore the option of remodeling an existing office building. Concern was expressed over the need to move quickly in order to meet the timeline laid out by Manager Salzer if the District was to exercise its option to terminate its lease with Redside in February 2017. A vote revealed a consensus among board members that the District should keep the Beaver Creek Farm.

The board considered ways in which the existing farm house on the Beaver Creek Farm property could be utilized. Discussion included:

- Remodeling it for use as office space – this would be limited by the brick chimney and structural costs in removing or renovating the second story of the house
- Removing the house and using its footprint to build a modern, energy efficient office that preserved the "old farm house" style – this might be difficult to achieve if the District wants an 8,000 – 10,000 square foot office space
- Keeping it, with minimal change, for informal meeting space and storage
- Updating and keeping the existing farm house for possible living space by an on-site caretaker – the space over the garage could also be remodeled to serve this purpose
- Removing the house entirely as it is not registered as a historic building; is valued by the County at \$35,000; may have asbestos issues; is not structurally sound; and may pose as a potential liability for the District
- Considering that it would likely not survive an earthquake and would require substantial District resources at some point in the next 50 years
- Selling the farm house to someone in the community as opposed to razing it

Board members viewed the farm house as visually attractive, part of the appeal of the property, and possibly important to the community. Upon being asked, Manager Salzer stated that he had not directly gathered information on the community's attachment to the farm house, but he had identified five iconic elements to the property: the pond with trees; the long, tree-lined drive; the old barn; the big, open fields;

and the wrap around porch. Director Becker stated that, thirty to fifty years out, what people may find iconic now would be moot and that the District's focus should be on how it puts the house and property to use now for in the future.

The discussion turned to the option of building a new office space at the Beavercreek Farm property. Director Guttridge developed a concept sketch that other Board members were interested in viewing. His vision includes an 8,000 square foot, wood-frame building, preferably one story, located at the southwest corner of the lot. It would be well screened from the community, energy efficient, earth bermed, in natural colors, and hardly seen from Beavercreek Road. Manager Salzer confirmed that Internet and phone service coverage was adequate for District business needs at the property.

The Board agreed that it needed an independent cost analysis provided by a building professional in order to have a more accurate idea of what costs would be involved for either new construction at the Beavercreek Farm property or for redevelopment of an existing office building. Manager Salzer was asked to secure an architect or developer to come to the May board meeting to answer their questions. These questions would include topics which include:

- Shell Costs
- Finishing
- Permits
- Property Development
- Design: 1 or 2 stories
- Square footage 8,000-10,000 sq. ft.
- HVAC system – active solar, energy efficiency
- Leed certification
- Long life of structure – needs to be both functional and of high quality

Manager Salzer noted that he had determined estimated costs for new construction at the farm. For a loan of \$2.5 million at 4% interest for 30 years, the District would pay an additional \$80,000 per year in monthly office space expenditures than are being paid currently. This figure would not include maintenance costs, which he expected to be lower than what the District is currently paying. At the end of 30 years, the District would then own the property. Director Fantz noted that, in the long term, it would be more cost effective to build and move than continue to rent office space.

There was some discussion about having two office locations. Considerations included:

- Moving the WeedWise program to the Beavercreek Farm
- Concern about splitting up the staff – out of sight, out of mind
- Noting that not all staff were excited to move out to the farm property
- Observing that we are currently operating out of both sites and it does not seem to be a problem
- EMSWCD has two locations and they are managing just fine
- Honoring our urban tax base by maintaining a presence in town

A brief discussion touched on the topic of financing new construction and Manager Salzer noted that there were both quantitative “dollar and sense” issues as well as qualitative issues such as health of staff and customers, convenience, and appropriateness of space to the District’s mission.

With only a few minutes left in the meeting, a brief discussion ensued regarding “working lands,” lands which include forest, farmland and nurseries in Clackamas County. He noted this was a fourth “W” in the list of District priorities: Water, Wildlife, Weeds and Working Lands. Director Zuber noted that this fit in well with the District’s new legacy/easement program.

ADJOURN and NEXT MEETING

The next board planning meeting will be a special meeting held on Tuesday, May 20, 2014 from 9:00 a.m. to noon at the District office.

The next regular board meeting will be held on Tuesday, April 15, 2014 at 1:00 p.m. at the District office.

There being no further business, Chair Oberg adjourned the meeting at 12:00 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Cathy McQueeney". The signature is written in a cursive style with a long, sweeping tail that extends to the right.

Cathy McQueeney