

## COMMITTEE FOR THE FUTURE OF DAMASCUS

Date: August 4, 2003

Location: Damascus Assembly of God Church  
19070 SE Sunnyside Rd.

Meeting #: 62

Attendees: 19 (see roster for names)

Meeting will be recorded and minutes will be taken to abide by public policy. Any changes to the minutes should be given to the Secretary.

### **1. Call Meeting to Order:**

Dee Wescott, Chair, called the meeting to order.

### **2. Introductions:**

Local resident Earlean Marsh joined the meeting tonight. Welcome!

### **3. Action on Minutes of July 7, 2003:**

Copies of the minutes were previously sent via regular mail or email. There were no corrections or comments.

**Motion to approve minutes of July 7, 2003 made by Dan O'Dell, seconded by Dave Rouse and unanimously approved.**

### **4. Public Comment:** None

### **5. Communications:**

John Hartsock, Vice Chair, reported that he received a document from the Dept. of Justice that indicated they had found some differences in activities as stated by the Committee between the bylaws and articles of incorporation. He and John Fromwiller, Treasurer, commented that these were minor and will likely be remedied with a letter of explanation.

### **6. Treasurer's Report:**

John Fromwiller, Treasurer, stated that the account started with \$30.56, had additions of \$2799 from a mini-grant and donations (including the BBQ Burnout), incurred expenses totaling \$1087 (including insurance, website fees and bulk mail application expenses), resulting in a balance of \$1742.56.

## 7. Sub-Committee Meetings:

**a. Public Safety/Services--**Joyce Schwer, Secretary, reported that the subcommittees are continuing to work on the final reports of recommendations for services and level of services. John Hartsock added that these reports, which are needed from all subcommittees, should be completed by mid-September so ECONorthwest can begin to construct the financial feasibility study.

**b. Planning--**Greg Dardis, Planning Chair, agreed to facilitate a dry run of the visioning process with interested members of the Committee and Community Reps to discuss the question, "What do we want Damascus to be?" It was agreed that it would be easier to help the process and participants in the fall if Committee members understand it firsthand. All those interested should plan to attend. This exercise will take the place of the regular Planning meeting on Monday, August 11. The next regular Planning meeting will be September 15. The final report for the Planning Subcommittee on recommended services and level of services will be the topic at that meeting.

**c. Public Works--**Dave Rouse, Public Works Chair, reported that there has not been much activity recently in Public Works but that he and Ernie Platt, Board Member-at-large, will brainstorm about where to go from here.

**d. Public Information--**Tim Giorgi, Public Information Chair, reported that both the booths at the BBQ Burnout and the Damascus Day in the Park were successful. Surveys collected will be collated by Marty Beudet and Chuck Kisselburg and will be finished soon. Results will be posted on the website.

Tim stated that both the Damascus/Boring Observer and Boring Fire Dept. Firebreak are being published in October, though they will try to stagger their distribution dates for greater impact. Topics for articles can include the upcoming Community Reps workshops, the Happy Valley/Damascus boundary survey, the choice of services and costs of those services, etc. On the topic of the Happy Valley/Damascus survey, Tim commented that Committee members will accomplish much of the volunteer activities, as Happy Valley does not have the staff or legion of volunteers to call on. Tim said the next e-newsletter will be out by mid-August. Marty will write a piece on the Burnout and Diana Lobo will write a piece on Day in the Park. Tim ended by saying there will be a new permanent home for Committee materials some time in the next few weeks.

Chuck Kisselburg added that new topics for the FAQs (frequently asked questions) need to be generated from each subcommittee, as each knows its subject better than anyone. He will continue to help with incorporating them into the existing document/file.

Dan O'Dell, Finance Chair, mentioned that Boring Fire Dept. will be hosting its Safety Fair in the Safeway parking lot on August 23. He mentioned that the Committee could staff a booth there with handouts and conduct a survey with topics relating to public safety issues. Tim said he would distribute a sign-up sheet and develop questions via email. Dan added that Key Bank asks its employees to volunteer for a community

project one day each year, this year on September 9. The bank closes at noon and employees can spend the rest of the day helping the community. Dan asked if they would like to distribute Good Morning Damascus flyers to all businesses. Key Bank is checking it out.

**e. Finance--**Dan O'Dell reported that he has completed the revenue needs assessment for the Committee. Ernie Platt is looking into potential donations from the development sector.

Dan stated that the County and Mt. Hood Economic Alliance (MHEA) formally approved the \$15,000 grant that, together with the \$35,000 donation from the Sunrise Water Authority (SWA), should cover the cost of the economic feasibility study being conducted by ECONorthwest. The Memo of Understanding (MOU) between SWA and the Committee will be officially approved soon. SWA offered to fund the study because it will be the water provider for the area and can use some of the information to provide better service. It is also part of the community and would like to help out.

Dan explained that he applied for a grant to the Oregon Community Foundation (OCF), which administers private charitable funds from various families and businesses to benefit the people of Oregon. Specifically, the Committee's efforts fall into the category of organizations that strive to preserve the livability of their area and solve local problems through citizen involvement. It requires 501c3 status. Dan asked for \$39,000 to fund legal fees (\$5000 for out-of-pocket expenses for Jordan Schrader, filing fees), operating expenses (\$15,400 for printing, maps, supplies, the joint Happy Valley study, etc.) and community outreach (\$18,600 for mailings, forums, materials, etc.). He believes we have a good chance for approval as he asked for a sum within the range of previous grants approved and the Committee falls easily within OCF's criteria for approval. Funds will not be available until November of this year.

Dan asked that all reimbursements be given to John Fromwiller tonight, as Dan will submit the paperwork this week to MHEA. John Fromwiller asked that anyone who can keep track of work done outside of regular meetings do so in order that the Committee receive credit for in-kind contributions, which are based in part on volunteer hours.

**f. Executive Committee--**Dee Wescott reported that nothing further has changed in the MOU between the County/Metro and the Committee/CPOs since the previous addition to include the business sector in the outreach portion but not as a member of the Steering Committee. County/Metro has agreed to sign the MOU before the funding comes through from ODOT (Oregon Dept. of Transportation). Damascus CPO has signed the MOU, Boring CPO will be voting on it at their meeting this week and John Hartsock needs to check progress on it from Rock Creek CPO.

The Firehouse Study Group is on hiatus until September. However, individual members are working out issues between themselves (fire departments/districts, boundary issues for Happy Valley and Damascus, etc.). The water districts/authorities/departments' discussions are moving slowly as are boundary issues for Gresham's Springwater II development.

John Hartsock reported that the Happy Valley/Damascus boundary study is progressing, with the first draft of the fact sheet completed. The fact sheet explains the differences/similarities between the two options regarding services offered, level of services, timing of development and how taxes will be levied. It will likely be formatted as a single piece of paper with columns of information and a map, and folded. Both entities will have to approve the fact sheet before it is mailed out. The mailer will be followed by two public meetings held at Oregon Trail Elementary School, on 152nd St. just south of Sunnyside, on September 8 and September 17. These will provide much more detail on the issues touched upon in the fact sheet. A survey will be mailed the week of September 22 and follow-up calls (made by Committee members) will be made to remind people to send in their surveys. Results will be ready by end of October.

John Hartsock said that the contract with Jordan Schrader is ready for Dee's signature. It outlines that all legal work for the Committee between date signed and December of 2004 will be done pro bono by Jordan Schrader excepting out-of-pocket expenses not surpassing \$2000 and filing fees. Jordan Schrader is already developing a document of laws and schedules and determining how to satisfy any differences between Metro's needs and Clackamas County's needs concerning the procedure for incorporation.

John explained that the key date is August 27, 2004, which is the final submission date for request for a ballot measure. If the financial feasibility study is completed by December 1, 2003, it would be possible to begin collecting signatures from 10% of the registered voters advocating incorporation (a requirement of the process) soon after. If the Committee could submit these names by February or March that would help the process along.

The gathering of signatures would likely have to be accomplished by the Committee to Incorporate Damascus (CTID) as it is a political action, which the Committee for the Future of Damascus (CFD) is not allowed to partake in, as it is a non-profit organization. The CFD can tell folks to get out and vote but not advocate something specific to vote for or how to vote for it. A discussion followed about how to keep from getting confused or confusing people since their will likely be overlapping members from both groups.

The same people can make up two separate groups, even have the same officers and have the meetings on the same night. It is not uncommon for the same set of officers to hold positions in two different organizations. However, meetings and especially discussions about financial issues have to be conducted separately by formally ending the meeting for one organization before formally opening the next, though no physical movement need occur.

Certain activities, such as the one mentioned above and advocating for any funding issue, cannot be promoted by a non-profit organization and, so, overlapping members will switch to their CTID hat when advocating for them. This is less important for non-Board members and not terribly important even for Board members because the positions are not paid positions. One way to sidestep the issue completely is to say "Personally, I think..." and that gets either organization off the hook for any opinion held

by any member. The CTID does still exist as an entity. It was unclear whether new elections for officers would need to be held.

John Hartsock reported that he and Dee met with ECONorthwest and together they set out a scope of work. ECONorthwest has already determined that the economic feasibility study does not have to include capital costs of infrastructure, just operating costs. Since capital costs in the Tashman study are still in discussion (and will likely be refined throughout the planning process) and capital costs in general are financed through a variety of means other than collected taxes, thus they are not necessary in a financial feasibility study for an area. Projections of taxes for operations will be taken from the Tashman study to create the 1st, 3rd and 10th year budgets. ECONorthwest will begin their work next month and should be completed by November/December.

John reminded Committee members that the reports of recommendations of services and service levels for each subcommittee are due by mid-September so this information can be given to ECONorhtwest. The recommendations should include how costs will change as population grows and at what population point should certain services be offered. Mike Hammons commented that the total assessed value for the area needs to be determined so costs for services can be figured accurately. Therefore the area for a potential city needs to be defined. Dee answered to use 172nd to the west, County line to the north, 257th to the east and UGB line to the south (bluff above Hwy. 224) and any minor changes can be corrected later. Carver will be included for now.

The concept plan is moving forward, albeit slowly. The County cannot go forward fully until ODOT releases funds. This will hopefully transpire by the end of September so the lead facilitator can be hired in October. Greg Dardis asked if Maggie Dickerson could attend the next general meeting in September to answer questions and bring the Committee up to date. John said he would ask her.

## **8. Old Business:**

### **a. “What do we want Damascus to be?”**

The vision question is left on the agenda to remind all members to continue to think about it. Marty Beaudet stated that he believes the vision question requires some action beyond what the Community Reps will do in the fall. He explained that the Committee has done admirable work on the logistics of the process but needs to expand its discussion of the big picture. He proposed that Committee members meet to discuss their visions of Damascus. Greg Dardis agreed that it is important for Committee members to understand the values to visions process in order to be of more help to the CRs and that it would not be wise to get too far down the road without developing a big picture for ourselves. Joyce Schwer added that the level of expertise of Committee members could yield ideas outside the box. John Hartsock expressed concern that members don't develop a specific plan that they get overly attached to which may be in opposition to the one being developed in the fall. He was also concerned that discussions may cause factions within the Committee. It was decided that it was important to allow Committee members and interested CRs to have the discussion; that the focus would be the process, not the outcome. See section 7b for details of the plan.

**9. New Business (\*Action Item):**

**a. \*Approval of County MOU for Committee for Public Involvement--**Motion to approve the County MOU for Committee for Public Involvement made by Mike Hammons, seconded by Tim Giorgi and unanimously approved.

**10. Open Agenda:**

**a. September Meeting Schedule--**Ernie Platt asked to determine the meeting schedule for September. After discussion the following was decided:

Monday, September 8	In lieu of a general meeting, the first of two public meetings at Oregon Trail Elementary discussing the boundary study (the second is Sept. 17)
Monday, September 15	Planning and Services Subcommittees
Monday, September 22	Executive Committee/Finance/Board
Monday, September, 29	Public Information and Public Works Subcommittees

**b. Springwater I--**Dave Rouse mentioned that the master plan and annexation of land for the master plan will take place within the next year and a half.

**c. Sunrise Corridor--**Dave Rouse mentioned that there was an article in the paper stating the money for the first phase of the Sunrise Corridor was released by ODOT. The article mentioned that it was still undecided what form the road would take, either a highway with limited access or a multi-lane boulevard, which experts in the 1000 Friends workshop proved can move just as many cars with less environmental and social impact. Mike Hammons expressed concern that money was released for a project that supposedly does not have a connection point beyond the Rock Creek junction.

**11. Executive Session: None**

**12. Adjournment**

**Actions Decided:**

1. All subcommittee reports of recommendations for services are due mid-September.
2. Contract with legal firm Jordan Schrader signed.
3. Visioning process for Committee members and interested CRs Monday, August 11, facilitated by Greg Dardis.
4. Approval of County/Metro MOU with Committee/CPOs.
5. Go forward with ECONorthwest to accomplish the financial feasibility study.
6. Staff a booth at the Boring Fire Dept. Safety Fair on Saturday, August 23.

**Actions Pending:**

1. Letter of explanation of Committee activities to Dept. of Justice.
2. Final drafts of Happy Valley/Damascus boundary study fact sheet and survey.
3. Article topics for upcoming Observer and Firebreak publications.