

Committee for the Future of Damascus

Subcommittee Minutes

Subcommittee Name: Executive Committee/Finance/Board

Date: August 18, 2003

Meeting #: 64

Submitted By: Joyce Schwer

Attendees: Dee Wescott, John Hartsock, Ernie Platt, Diana Lobo, John Fromwiller, Tim Giorgi, Dan O'Dell, Mike Hammons, Randy Shannon, Earlean Marsh, Joyce Schwer

1. Items decided/completed:

- ❖ Final draft of information mailer accepted by Happy Valley and CFD. It will be sent out to about 700 households asking residents to attend one of two (or both) informational community meetings held at Oregon Trail Elementary School on Sept. 8th and 17th from 7 - 8:30 pm.
- ❖ Outline of financial feasibility study. ECONorthwest will be looking to the CFD to answer questions that arise during Phase I of the study. They will use 172nd as the boundary between Happy Valley and Damascus for preliminary computations and alter it if and when necessary. Also, separate calculations will be made for the 3 areas East of 232nd and South of Hwy. 212 still under consideration for being included in the UGB so they can be easily included or excluded as decisions about them are made.

2. Items in progress:

- ❖ Schedule from County for fall values/visioning process. Awaiting funding release from ODOT.
- ❖ MOU between County/Metro and CFD and CPOs signed by all entities except Rock Creek CPO. John Hartsock will look into it.
- ❖ Final survey draft for boundary study almost completed. Suggested to add library and senior services to list in Question 3 for rating of preferences. Will be sent to same households as information mailer after community meetings. Good potential to have 50% return due to topic and follow-up phone calls to be made by CFD members. Surveys will be tracked to see who has not returned them to minimize phone calls.
- ❖ Develop a color-coded map of study area indicating which residents/parcels of land preferred Happy Valley or Damascus. If one person owns multiple parcels, each parcel will be coded for the response of the owner. Would be helpful to be able to indicate which multiple parcels are owned by which individual.
- ❖ Will need recommendations for parks, police, fire, senior, library, planning department and cemetery services and timing for tax collection to pay for them by mid-September for financial feasibility study to progress. These services are the

- most visible to residents and likely have the most daily impact on them so these need to be addressed first. Each city must offer at least 4 from a list of essential services. Jordan Schrader (law firm) is looking into whether services that are contracted out (e.g., police) can be counted as one of the 4.
- ❖ John Thomas of Sunrise Water Authority (SWA) is looking into whether SWA can add a utility franchise fee to the water bill. A utility franchise fee is charged to the customer, collected by the utility and passed to the city government for the right to provide services to the residents within that city.
 - ❖ Joint meeting with the Boring CPO at their next general meeting in September, or another date chosen. John Hartsock will look in to it.
 - ❖ If county road system maintenance fee is accepted by voters in November 2003, a new city of Damascus would be eligible to receive its share (it will levy \$2.17 per month on a single family residence and a proportionate amount based on traffic generated for other uses in the unincorporated areas of the county).

3. Items on the radar screen:

- ❖ Could get a list of property owners that would like to be in Damascus but are not registered voters for incorporation vote in 2004. Then target them for a "get out the vote" campaign.
- ❖ Pollster suggested that the County/Metro do a scientific telephone poll to gauge how people would vote this fall, then next summer the CFD could fund a follow-up "clean-up" survey which would be shorter and less expensive to see how popular opinion has progressed and what short-term strategy needs to be employed.
- ❖ Some time in January 2004, CFD needs to talk with a campaign manager or two to discuss incorporation vote strategy.
- ❖ A prospective petition for formation of the city needs to be submitted to and approved by the County after the economic feasibility study is complete and before the final petition can be circulated. It must include a permanent tax rate based on the feasibility study and follow guidelines set down by County code. Jordan Schrader will draft this petition.
- ❖ Discuss pros and cons of regional stormwater management fee so retention areas can be built for the region rather than at close intervals along new road construction. Retention areas must filter run-off from impervious surfaces such as roads and parking areas. New City Council must be on board for this to be accomplished.

4. Items requiring CFD approval and applicable deadlines:

- ❖ **Recommendations for parks, police, fire, library, planning department, senior and cemetery services and timing for collection of funds to pay for them due mid-September.**