

Stafford Hamlet Board Meeting
Foothills Park, Lake Oswego
7/23/07

Board members present: Carol Yamada, Dave Adams, Mike Stewart, John Kuhl, Bill Markt, Molly Ellis, Mike Miller, Dave Coles

Excused: Jack English, Rob Fallow

Hamlet members: Sally Quimby, Scott Richmond, Kathleen Roles

County Liason: Chris Roth

Guests: Elaine Hallmark, OCP; Syd Sin, LO Planning

Meeting was called to order by Carol Yamada, Chair at 6:35PM.
Minutes from 6/26 approved

Carol requested comments or discussion of Board Retreat. Group felt there was good groundwork done; there is still a long way to go with process. Need to focus on issues.

Committee reports:

Finance

- Bill reported that Jackie Gamble had resigned as committee member. Need someone to lead the wine-tasting event and others to assist. Molly will follow up with Oswego Hills Winery to get detail of utilization for this event.
- Bill stated that it is very important to provide a clear message to our community what the \$\$ is being raised for, and he didn't feel we had a clear picture at this point
- John reported that golf "outing" planned for Sept 15 at Sandilie course. There will be 3 separate tee times, open to all. The notices for this and wine tasting will be coordinated with Outreach with letter explaining need for funding and includes sign-ups for events.
- Question about tax exemption...if buy multiple tickets, is that an exemption per ticket? If you don't attend, but donate tickets to others, can you use as full exemption? Chris R. will follow up at the County and report back.
- John said that if these go well, it could turn into annual events with sponsors
- Carol asked for a budget for both events

Outreach

- Working with Finance for promotion of the golf and wine-tasting events

Planning

- Scott provided group with a handout for agreement on desired outcomes, contents of the "Vision Document" and the process for the Hamlet vision (handout available). He felt that he needed Board approval on these before he could move ahead with the process. Carol asked that this be discussed after Elaine's presentation.

OCP presentation – Elaine Hallmark reviewed the draft timeline and workplan with the budget projection she and Elizabeth Normand had created (handout available).

Clarification of work to be done follows:

- OCP Team would be Elizabeth and a consultant experienced for public input with 8-10 students/volunteers from PSU and/or Clackamas County mediation who would go thru the process with the Hamlet together. Baseline questions and information would be developed and used by all in meeting with the 10 neighborhood groups (as outlined by Vision Committee) throughout the process. Report on the outcomes from all areas would be presented to the Board.
- OCP team can assist the Hamlet Board with government agencies (city, county, metro) bringing issues and concerns forward and getting commitments
- Prep work for Town Hall meetings would be shared between OCP team and Hamlet Board/Outreach/Vision Committees.
- Technical work...drawings, mapping, etc would not be included in pervuew of OCP; however, OCP could help to get resources for this
- Funding....OCP can help with resources for grant requests; Hamlet completes applications. OCP could fund \$5000 of Phase I from land-use grant they have.

Clarification about “pilot” status.... Board had understood that this work would be without cost if done as a “pilot”, and that Hamlet had been selected as “pilot”. Elaine clarified that the grant OCP had requested for this was not funded.

Carol stated that since Board had thought this service or a portion of it would be at no cost to the Hamlet from OCP, there should be discussion by the Board as to feasibility of continuing with OCP or doing RFPs to other agencies. Elaine said if the Hamlet chose to go that way, OCP could help develop the RFP. Elaine reinforced that OCP can provide consensus tied with process planning as a neutral entity, whereas other agencies usually can only do one or the other. If Hamlet chooses to continue with OCP, Elaine requests there be a small group determined by the Board to interview possible senior consultant persons.

Scott outlined the 4 areas he felt have to happen in the Vision work, and asked if OCP could do each:

- Must have consensus on process being fair and valued – OCP yes
- Opinions/ideas synthesized into vision(s) – OCP no
- Facilitation of presentation of set of visions to Hamlet – OCP yes
- Getting true buy-in from government entities – OCP no
 - OCP can facilitate exchange of shared interests with gvmt entities along the way

Bill asked for 3 examples of groups that OCP has worked with similar to Hamlet with the outcomes...Elaine said there is no group that has both the consensus bldg and planning, but that there are many that have one or the other, and discussed these.

Further discussions:

- Kathleen said that title companies had maps and other documents that might help with area mapping and that their cost was very low.
- Mike S stated that OTAK expressed interest to be involved in the final project. He suggested that the County ask for work 'pro bono' from any of these local development companies that express interest in contributing to the process. That way, it would be made very clear by the County that there could be no favoritism because of utilization of donated \$\$\$. Chris agreed.
- Jack English has checked with local architectural firms for students who would be available to help with technical drawings, etc.

Board agreed to meet Monday, July 30 to continue discussion regarding

- Scott's handout for Board approval for Vision Committee
- Use of OCP or RFPs
- Funding

Meeting will be at 6:00P, Foothills Park

Meeting adjourned at 8:45PM.

Respectfully submitted,

Sally Quimby, Recorder