

City of Culver
Council Meeting Minutes
March 18, 2024

CALL TO ORDER, PLEDGE OF ALLEGIANCE, INVOCATION, ROLL CALL: The meeting was called to order at 6:30 p.m. by mayor Bart Carpenter. Pastor Rick Hubert from Juniper Community Church in Madras led the invocation. Bart Carpenter did the roll call and Tim Woods, David Beck, Chuck Rushing, Josh Thody, and Scott Ough were present. Luke Middleton, arrived just a few moments later. Others included attorney Jered Reid and Kim Symons.

APPROVAL OF AGENDA: Councilor Tim Woods moved to approve the agenda and the motion was seconded by Councilor David Beck, and passed unanimously.

CONSENT AGENDA: Councilor Josh Thody declared a conflict of interest, indicating he is a business owner and the city has an account with him. The only items on the Consent Agenda are the Financial Report and the Unpaid Bills. Tim Woods made a motion to approve the Consent Agenda. It was seconded and unanimously approved.

INFORMATIONAL ITEMS: Danielle Scott, co-owner and project manager from Dreamland Skate gave a presentation on the Culver Skatepark and listed below is summary of her presentation:

Dreamland provided a timeline. For those of you that have not been to some of our community meetings or seen some of the information that's been out there in the public on social networking or handed out in pamphlets, I'm here on behalf of the skate park project, and really the project as a whole. Our goal, at Dreamland has been volunteering our time since August of 2020 to not just make a site selection, but also to find out the best use, the park users that are involved, the type of amenities that we want to see in the project, budgeting and amazing efforts of fundraising. From 2020 all the way to 2022, all of the concept designs, sites, visits, survey review, private and public meetings, and design meetings were all donated by Dreamland for consultation, design, and funding.

Our ultimate goal in this, is to provide the largest community park for the least amount of money with the idea of longevity and inclusivity to our projects. On March 23, we signed an agreement with the Urbach family for the design of the skate park with the inclusion that Dreamland skate parks would be the bidder and builder for the construction of the project. And this is the skate park only.

So our goal is this whole time for the last quite a few years, May has been on the schedule. It's been on the schedule for May 2020, 2021, 2022, 2023, and now 2024. The final design has been developed, and the 3D model format has been submitted.

60% construction drawings are complete. Consultation, meetings, and budget review. We are now waiting for the red lines for the 60% construction drawings. From there, we'll be at a final construction drawings, and on schedule to hopefully update May 1st and be complete in June. Consultation, review, and waiting on approval for a sole source contract for the skate park construction. Waiting on approval for the 60% drawings to move into 95.

And we have proposed a scope of services for the Culver Park design that would be within budget for construction drawings and bid documents for the entire park, excluding the skate park, meeting all grant requirements. So our architect that we've worked exclusively with for the last 25 years, who is also an Oregon resident based out of Tigard, he provides our construction drawings, but also specializes in master plan park planning. So we have submitted a scope of services by Mears Design Group to provide all the necessary documentation for full construction documents for all other park amenities; that's why one of the many reasons Dreamland is not charging for services for consultation and design is because the park is only getting more expensive the longer it takes. Materials are going up, BOLI wage is not going down. And so because we obtained the state grant, there are certain processes that we need to go through and certain things that we need to abide by that were not in our original intent, prevailing wage being one of them.

City of Culver
Council Meeting Minutes
March 18, 2024

We provided this detailed bid that we've been working with the Urbach family and Cindy Dix, and we have been getting discounted and donated materials that we're trying to keep our overall costs down and really have the community members have really been helpful. Knife River is coming out to help donate. We have a metal material that's going to be discounted. Our goal is to stay on schedule while we're still on budget, and hopefully break ground still in May, if that's a possibility. We will be completely done and approved construction drawings prior to that time to be shovel ready.

Council members discussed natural landscaping and elevation change options regarding safety issues.

We have been knowledgeable of the whole park as a plan, but we are trying to proactively find solutions that are within budget to move the rest of the park as a whole component outside the skate park has been our main focus. But the rest of the park is not moving forward and due to grant requirements, kind of we need to make sure that the whole park goes forward and not just the skate park is great. And of course that's my number one, but with that, it's also my job and responsibility to be mindful of the other park elements. And that's why we have stepped into the role of trying to offer solutions to make sure that they fall within a reasonable budget to be able to move that forward.

Mayor Bart Carpenter spoke with the State Parks in Salem regarding the grant because the City is concerned that not enough money has been raised in addition to the grant to do the whole project at this time. The State indicated that the City could possibly do the project in phases.

Danielle did point out, I'm not sure if it's to everybody's knowledge, but a large percentage of the skate park has been raised through private grants, which we've been very fortunate about. Local suppliers have stepped forward many times through the four years, but they're not ready to give their discounts or donations until we actually are able to be shovel ready for construction.

Bryce Winnier, from Anderson Perry. The skate park itself looks great. Our concerns really aren't around that particular portion. It is all around the master plan and how the City is going to fund the entire project. That's the main thing we were talking about last time. I do want to share a couple comparisons about our proposals. When the city approached us, we had only just kind of heard about this project through the grapevine.

We were given this plan, which is this the current approved plan that we're working off. We were asked to develop a scope as to what it would take for us to turn a conceptual plan into full scale design bid documents and going out to bid. We knew about Mears Design and feel that their plan is missing some civil engineering such as the alley. It has technical specifications and drawings, that's great. But another big part of putting these projects out to bid. The actual bidder's packet, bidding documents and contract documents.

What are we doing? Because if we're going to build the skate park in three months, well, are we just going to go let them build in the middle of the field? Are we going to do some preliminary work upfront to site that skate park?

Tim, to your point about the grading there, the skate park shown is directly adjacent to the basketball concrete. And there's some problems there.

Safety and work timelines were discussed.

City of Culver
Council Meeting Minutes
March 18, 2024

Cindy Dix stated that the money raised so far is \$1,016,200, including the full State Park Grant.

Lengthy discussions about roadway, parking, and engineering timelines. Danielle stated that the city could do just a site plan before getting into full construction drawings to make sure that all those measurements of all park elements fit in there correctly. And that's what Mears Design has offered to provide. So let me reiterate that these master park plans do NOT have to be engineered. The only thing that has to be engineered, is that right of way for road. Nothing within the skate park or the park, pickleball, pump track, skate park, or parking needs to be engineered.

Brett Urbach, President of the DU Memorial Fund. State he had heard some really good things tonight, and I share some of those concerns, but Danielle and her crowd have put so much effort into this and seem so close to ready to go.

Landscaping options such boulders versus gravel types of dry landscaping were discussed. Railings on high elevation changes for safety.

OLD BUSINESS:

A: DISCUSS PARK EXPANSION OPTIONS AND POSSIBLE DECISION: Jered Reid stated in regards to a sole source contract, he wouldn't determine it to be a sole source contract. He would decide it would be a special exemption to our public procurement, and that would be going through a direct award process for the skate park design and construction for Dreamland. There is a legal avenue for council if they wish to do that and award that project to Dreamland outright.

I outlined that process within the packet in a letter that was provided. That process would start with calling a public hearing to present facts of why that particular project should be exempted from public procurement or competitive. When I say public hearing, I mean a competitive process in some type of fashion.

And there are a number of different factors that are presented to the contract review board, which is you of why you may want to exempt that project. Now I've done a lot, a decent amount of direct awards in my career. They always have someone in mind.

Dreamland, in my opinion, obviously it would be the council's decision ultimately based upon the history that they've had with this project would have articulable enough factors to allow the council to move forward with the direct award to Dreamland. A motion was made to direct the city attorney to move forward with a direct award to Dreamland for the skate park portion while directing Anderson Perry to continue the master plan for a 2025 build, while collaborating with Dreamland. The motion was seconded and unanimously approved.

B: APPOINT BUDGET COMMITTEE MEMBER: Chris Lafontaine and Peggy Beck applied for the Budget Committee vacant position.. David Beck nominated Peggy Beck. David also abstained from voting. The motion was seconded, and with one abstained, Peggy was confirmed.

NEW BUSINESS:

BUDGET CALENDAR DISCUSSIONS:

A: BUDGET CALENDAR DISCUSSIONS: The first budget meeting, which has been published and noticed appropriately, is set for April 3rd, 2024.

B: Our Budget Officer is not available so we can hold the meeting but will need to reschedule and appoint a new Budget Officer

C: Ordinance 24-01 Amending the City's Subdivision Ordinance Section 16.12.010 – Submission of Final Map.-A motion was made to adopt ordinance 24-01. It was seconded and passed.

D: Bid for Local Streets Repaving Project & Authorize Public Works to award bid following due diligence: The project was estimated at \$245,000. The City received six responsive bids, which was a very good bid pool, ranging from \$163,140 to \$240,480. The lowest bid was K&L Industries at Sandy at \$163,140. A motion was made to award the contract to KNL Industries, It was seconded and passed unanimously.

City of Culver
Council Meeting Minutes
March 18, 2024

7. STAFF REPORTS:

a. Committee Reports

i: Patti Carpenter-Champer of Commerce

Denise Woods was hired as a part-time worker.

ii: Brent Schulke-Code Enforcement Brent was unable to attend the meeting but he reported that there were two issues reported in the last month, but both have been remedied or abated.

b. Public Works-Kim Symons reported that March has been super busy. Main line work coming down Iris. It's about 360' We have a root infiltration into one of the joints. The pipe is sound, but we do have some separation in the joint itself. We have a root issue. We know the tree needs to come out, but we had to have a survey. We have some right of way questions with fences and sheds. We never like to take that lightly when we start going in and asking people to possibly move things or also to have this tree taken out. I have contacted a couple companies. We're going to get some chemical pushed down the line, which will kill the root and get the root cut. Hopefully we'll have the survey.

So that would also coincide with some other projects. Fixing a main line going underneath the railroad tracks, which was found when we had the west side scoped. by the new subdivision. Anybody who was unaware of that one, we have a infiltration part in the pipe. We've also been working on cleaning up some of our, on our Iris run, our storm drainage ponds. We have a lot of silt. We've planned and executed several big cleanup jobs. We will start spraying here in the next three weeks as far as our other drainage ponds, so that we're ready to come into spring and we don't have any issues there. We've been working on some edge work, sorry, edge work on Iris and Elby. You know, we have our big drainage over there. We had a couple of cars that went in this last winter. Our DEQ annual reports are due, and we've been working on them as well.

There was a question on the 1.3 million dollar house bill for sewer. What are the funds going to be allocated towards? Kim replied that to her knowledge, the allocation is to help with new infrastructure.

- c. Administration-None
- d. Attorney Report-None

8. COUNCIL & MAYOR REPORTS:

a. City Councilor Reports-Chuck Rushing reported that they did have a Crawdad Festival meeting and a Park Committee meeting and everything went great.

b. Mayor Report: The Mayor thanked Cindy Dix, Dreamland, Anderson Perry, and all those who have been attending the long meetings. He also noted that he has faith in everybody in the room. It is an awesome project and he looks forward to seeing it completed!

All right. We are going to close this portion of the meeting and go into executive session.

City of Culver
Council Meeting Minutes
March 18, 2024

Jared Reid:

The City of Culver City Council is now going to meet in executive session pursuant to RS-192-660 paragraph 2A, which is to consider the employment of a public officer, employee, staff member, or individual agent. We will now ask the members of the audience to exit with the exception of news media, who are allowed to stay within the room.

News representatives are directed not to report on the substance of the executive session, but can only report on the general topic that was announced prior to going into executive session. For Zoom, we will also be asking people to leave the room and then locking that room. When we're done with executive session, we will open back the doors and anyone who's still out there can come back and see what's going on.

No decisions can be made in executive session.

The Council Meeting resumed regular session at 9:56 p.m. A motion was made by Luke Middleton to hire Sheri Stirewalt as Interim City Recorder and to authorize the Attorney to execute an employment agreement. The motion was seconded by Josh Thody and unanimously confirmed.

With no other business, the meeting was adjourned.