

# CLACKAMAS COUNTY BOARD OF COUNTY COMMISSIONERS

## Policy Session Worksheet

**Presentation Date:** 4/3/18      **Approx. Start Time:** 10:30 am      **Approx. Length:** 1 hour

**Presentation Title:** Concord Property and Library Planning Task Force

**Department:** Business and Community Services (BCS)

**Presenters:**      Laura Zentner, BCS Interim Director  
                         Scott Archer, NCPRD Director  
                         Amy Kyle, PGA Public Affairs Manager

**Other Invitees:** Mitzi Olson, BCS Oak Lodge Library Manager  
                         Kathryn Krygier, NCPRD Planning and Development Manager  
                         Greg Williams, BCS Library Network Manager

### WHAT ACTION ARE YOU REQUESTING FROM THE BOARD?

Business and Community Services (BCS) is requesting approval to form a Concord Property and Library Planning Task Force ("Task Force"). This Task Force will be an integral part of a coordinated, community-driven process to determine the best use of the Concord property recently acquired by North Clackamas Parks and Recreation District (NCPRD).

BCS is also asking for Board feedback and approval of an overall planning process for the Oak Lodge Library. As an advisory body, the proposed Task Force (if approved) could recommend changes or adjustments to the overall process.

### EXECUTIVE SUMMARY:

**Background:** In August 2016, the City of Gladstone filed suit against Clackamas County for breach of contract stemming from an Intergovernmental Agreement (IGA) between the parties for the construction of a library within the City of Gladstone. After extensive settlement discussions, on October 16, 2017, the County and the City of Gladstone entered into a Settlement Agreement which contemplates the construction of two new libraries, one located within the City of Gladstone, and one located in unincorporated Clackamas County within the Oak Lodge Library service area with a specific site to be determined after appropriate public input.

Public and Government Affairs (PGA) has played a critical role in soliciting that public input, and coordinating robust and coordinated public outreach efforts. Frequent updates have been posted to the County website, sent via email and distributed through various social media outlets. County and City of Gladstone staff have met with advisory boards, Community Planning Organizations (CPOs), and leaders of local community groups. The feedback received provided some initial information about community library needs, and also identified the Concord property ("Concord") as a potential site for a future library.

In February 2018, details of a Strategic Partnership between NCPRD and North Clackamas School District (NCSD) were finalized which resulted in the exchange of NCPRD's Hood View Park for cash and three NCSD properties, including the Concord property.

Both the Oak Lodge Library and NCPRD are divisions within BCS. During the implementation of the Settlement Agreement and the finalization of the Strategic Partnership, staff from both departments realized that they faced very similar needs in their respective planning processes:

- Both NCPRD and the Oak Lodge Library would need to assess the services desired by residents of their respective (and partially overlapping) service areas.
- Both NCPRD and the Oak Lodge Library would need to conduct significant public outreach efforts, and involve the community in all planning activities.
- Both NCPRD and the Oak Lodge Library would greatly benefit from a thorough evaluation of existing conditions and potential uses of the Concord property.

Given these common needs, as well as feedback from the community indicating that any planning process associated with the Concord property should be holistic and inclusive, we are recommending that the Board approve the formation of a single Concord Property and Library Planning Task Force to advise and assist staff and the Board in designing the planning process, assessing community needs, evaluating the capabilities of the Concord property, and guiding the creation of a Master Plan for the Concord property.

Task Force members would represent the 100,000 residents (estimated, based on the anticipated withdrawal of the City of Happy Valley from NCPRD) of the NCPRD service area, the 40,000 unincorporated residents of the combined Oak Lodge and Gladstone library service areas, as well as the 11,500 City residents of the Gladstone Library service area (if City of Gladstone voters approve a May 15, 2018 library ballot measure). The Task Force would include a diverse range of stakeholders, including members of the Library Board of Trustees, NCPRD District Advisory Board, the Gladstone Library Advisory Board and community members with expertise in different areas. The Task Force will ultimately be responsible for making a recommendation on the best use(s) of the Concord property. If the Task Force concept is approved, further details about the Task Force's composition and governance will be shared with the Board at a future policy session.

BCS and PGA staff have also developed a broad, preliminary outline and estimated schedule for the Concord Property and Library Planning Process. The Task Force (if approved) will play a key role in refining and finalizing details of this process. Given the scope of this project, we anticipate significant, ongoing involvement by BCS and PGA staff. In addition, in order to better coordinate the numerous aspects of the planning process, BCS envisions hiring a full-time, limited duration project manager.

The benefits of a single Task Force leading a cooperative, joint planning process would include:

- Efficient use of shared resources, greatly reducing the costs each division might incur by pursuing separate planning processes.
- Addressing the desires articulated by citizens for a holistic, inclusive planning process for the Concord property and library.

**FINANCIAL IMPLICATIONS (current year and ongoing):**

Is this item in your current budget?  YES  NO

What is the cost? \$190,000 for a project manager budgeted in FY 18/19. What is the funding source? NCPRD and Oak Lodge Library funds.

**STRATEGIC PLAN ALIGNMENT:**

- How does this item align with your Department's Strategic Business Plan goals?
  - Build public trust through good government
  
- How does this item align with the County's Performance Clackamas goals?
  - Build a strong infrastructure
  - Ensure safe, healthy and secure communities

**LEGAL/POLICY REQUIREMENTS:** Board Order 85-1221 entitles the Library Board of Trustees to conduct studies of and make recommendations to the Board relating to appropriate sites for the location of the library building or satellite facilities.

**PUBLIC/GOVERNMENTAL PARTICIPATION:**

The Task Force will consist of citizens and will be supported by BCS, NCPRD and PGA staff.

**OPTIONS:**

1. Approve the proposal to form a Concord Property and Library Task Force, and to proceed with refining and implementing a coordinated Concord Property and Library Planning Process.
2. Provide alternative direction.

**RECOMMENDATION:**

Staff recommends the Board approve option 1: form a Concord Property and Library Task Force, and proceed with refining and implementing a coordinated Concord Property and Library Planning Process.

**ATTACHMENT:**

1. Concord Property and Library Planning Processes Schematic

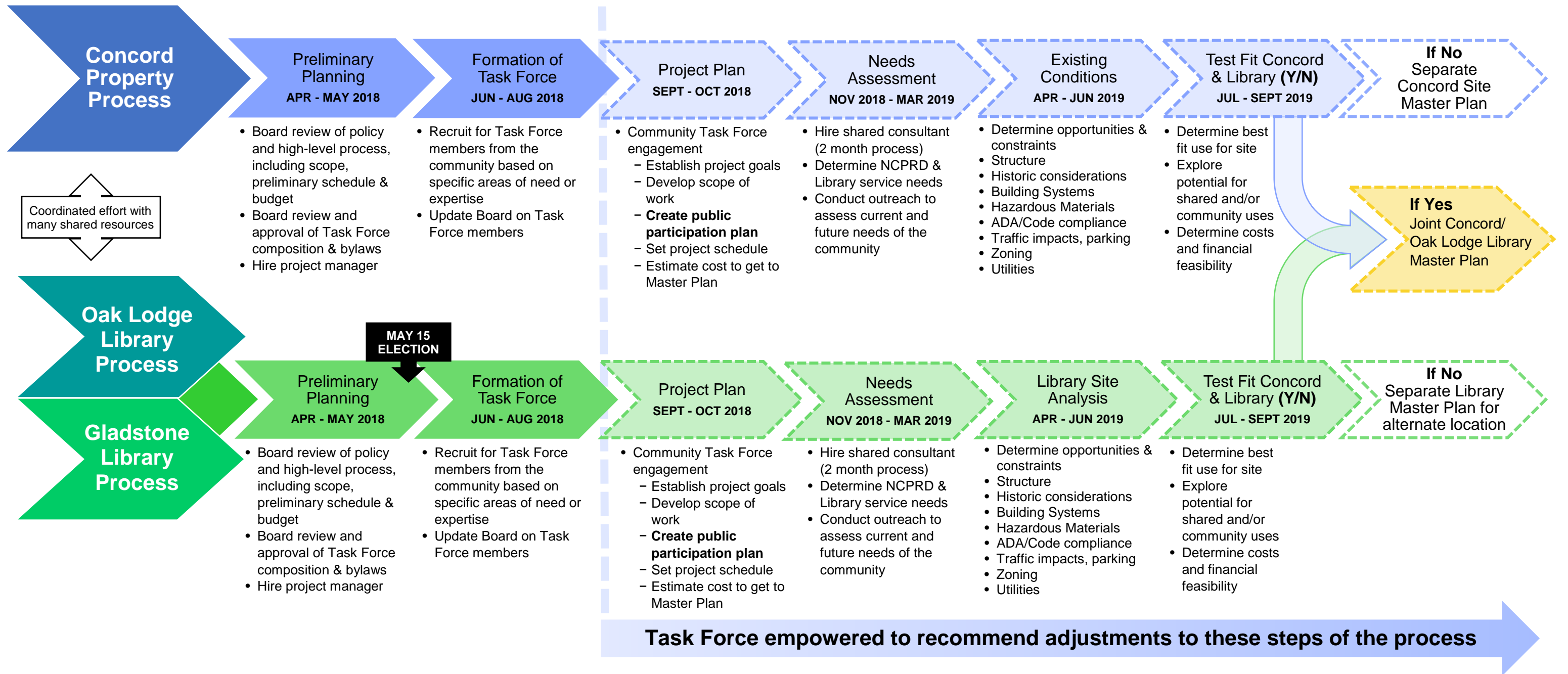
**SUBMITTED BY:**

Division Director/Head Approval  
Department Director/Head Approval  
County Administrator Approval

  
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*For information on this issue or copies of attachments, please contact Laura Zentner @ 503-742-4351*

# Concord Property and Library Planning Processes



## Key Assumptions

1. A robust community involvement plan will be developed to run in conjunction with the planning processes.
2. Any project plan will meet the terms of the library settlement agreement between Clackamas County and the City of Gladstone, resulting in two libraries.
3. Library bond measure passes at the May 15 election.
4. If the library is determined to be at the Concord School site, NCPRD and Library will aim to complete construction and retrofitting of the library and community spaces concurrently.
5. Wherever possible, NCPRD and the Library will work together to find common goals and greater efficiencies.
6. Funding options will be considered throughout the process.
7. Project staff will give regular updates to the Board with at least one update per quarter.