

**CITY OF SILVERTON  
PARKS AND RECREATION TASK FORCE MINUTES**

**Silverton Community Center – Council Chambers – 421 South Water St.**

**June 10, 2019, 6:30 p.m.**

**I. CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL**

Chairman Kyle Palmer called the meeting to order at 6:44 p.m. and called roll.

Present	Absent	
X		Kyle Palmer
X		Dave Ullan
	Excused	Becky Ludden
X		Brandon Lemon
X		Charles Baldwin
X		Chuck White
	Excused	Richard Schmidt
	Excused	Colin Scott
	Excused	Ray Hunter
X		James Rise
X		Ty Boland
		Vacancy

Staff Present:

City Manager, Christy Wurster; Public Works Director, Petra Schuetz; Community Development Director, Jason Gottgetreu; Finance Director, Kathleen Zaragoza; and Assistant to the City Manager/City Clerk, Angela Speier

**II. APPROVAL OF MINUTES**

Member Baldwin made a motion to approve the minutes from the meeting held on Wednesday, May 29, 2019. Member Rise seconded the motion. There was no discussion and the motion passed unanimously (7-0).

**III. PUBLIC COMMENT – None**

**IV. EVALUATION OF SCENARIOS AND IMPLEMENTATION CONSIDERATIONS**

Kent Robinson and Kelly Sherbo with the Center for Public Service at Portland State University (PSU) presented an alternative scenario for a Special Parks and Recreation District to the Task Force. Paul Manson provided the voter location information that was requested at the last meeting. There are 11,147 registered voters in the proposed district boundary with 6,786 of them living in the City of Silverton. This represents a 60%-40% split between the city and the unincorporated area. Mr. Robinson provided a recap from the last meeting. Chairman Palmer said he would like to add that he would not anticipate the district taking over pool operations from the YMCA. He also never envisioned the district being in charge of field sports programming. They would be the head of a collaborative board made up of the current sports organizations that govern themselves but utilize the district as a resource for scheduling, record keeping, etc. He would hope that would drive down the cost of the district.

Mr. Robinson explained PSU used Silverton Fire District as a hypothetical boundary in order to develop a template for the revenue computations. He reviewed a new district boundary that was created after the last meeting. He reviewed the total assessed property value for the proposed district and how much money would be brought in at \$0.75, \$0.85, and \$0.90 per \$1,000 of assessed value. The members

discussed the proposed boundary and if it needs to be modified based on the results from the survey. Staff explained there was not a concentration of no votes in one area, they were speckled throughout the proposed district, so it would be difficult to adjust the boundary. Ms. Sherbo noted Scotts Mills is included in this presentation, but that could be revisited since each city in the proposed district must pass a resolution supporting the district, effectively giving each City Council veto power.

Mr. Robinson reviewed other Parks and Recreation Districts with similar revenue. He provided an overview of the scenario developed for the Task Force's consideration. He explained from the last meeting the members were hoping to have a blend of options 2 and 3 which would provide recreation programming and scheduling, aquatics operations, and athletic fields, they would lease space from the City and the School District and purchase land to develop an athletic field complex, likely through a voter approved bond. Mr. Robinson said this will need to be modified after the earlier discussion regarding the YMCA continuing to manage pool operations. The district could enter into an agreement with the YMCA similar to the City's agreement for pool operations. He explained if the current pool levy were to be retired the City would not be able to fund the capital improvement needs at the pool, thus the pool levy would likely need to be renewed in addition to the property tax rate for the district. The district would likely need to purchase the pool from the City. The reconstruction of the pool needs to be put on the table and dealt with. The members discussed the pool budget and its future capital needs. The levy needs to be folded into the permanent rate of the district. Chairman Palmer said the City pays \$50,000 per year to the YMCA for pool operations, the budget PSU put together for the potential district estimates pool operations being \$280,000 per year with six FTE. Member Lemon said currently the YMCA is paying for one full time aquatics director and 18 part time lifeguards. Mr. Robinson reviewed the phase I start up and staffing levels associated with the first five years, which would have more of a construction focus. After five years the district would shift into phase II with a more operational focus. At this point 15 percent of the revenue would be generated from user fees. He provided an overview of the staffing levels for phase II and explained the cost estimates include salary and benefits. After a discussion with the City Manager they are not recommending the district be in PERS and have modified the salaries based on those discussions. He explained other factors he took into account to come up with the estimated salaries. By year five the sports complex would be up and running which would require additional staff to run. Phase II would require an estimated 15 FTE and cost close to \$1 million per year.

The Task Force members discussed the cost estimates and the need to see updated numbers, because at this staffing level it would be hard to sell to City Council and the voters. Member Baldwin voiced his concern that \$0.85 per \$1,000 of assessed value with the continuation of the \$0.33 for the pool levy will not pass. Member Ullan stressed what the community needs is more sports fields, the rate discussed tonight wouldn't even get additional fields built; a separate bond would be required for that. Members discussed what they see as the staffing level needs for the district and they estimated 3-5 FTE would probably suffice. City Manager Wurster explained current city staffing levels for parks and pool maintenance. Under this scenario the City would continue to provide parks maintenance, which is already stretched pretty thin and any additional fields maintained by the City would require additional FTE.

Mr. Robinson indicated that it sounds like \$0.85 per \$1,000 is the maximum the members feel like could pass, but the pool levy would have to be retired. If that is the case there are still major capital infrastructure needs at the pool which will need to be addressed. The members discussed the need for new facilities and how those can get built outside of this proposal, because it will be hard to sell to the voters if there isn't something new included. Chairman Palmer said the City could use System Development Charges (SDCs) to help pay for new facilities and the district could reimburse them over time. He said the current wages should be reduced and the savings should be placed in a capital fund for land acquisitions and field development. Member Baldwin said he would like to see more out of the box thinking; items such as a land swap with a developer, fundraising opportunities, and utilizing farmers for land preparation.

City Manager Wurster suggested looking at the development of a sports complex and then folding the management of that into the pool levy. The City could utilize SDCs, pursue grants, partner with the School District, and/or start a fundraising campaign. This would not require establishing a new district. Members discussed this idea, but it would mean that City property owners would be funding the entire

complex. That would not solve the concern of the free riders who would utilize the complex, but not help pay for it. Members discussed possible school locations to add extra fields and what that would entail. The challenge is getting parents to drive to outside locations, as well as providing the maintenance, because there is not equipment at every school. Chairman Palmer described the need for a centralized complex near the Silverton High School.

Discussion ensued about the number of FTE and the need to scale the salaries back. This will not be ready for the July City Council meeting. PSU will retool the scenario with the changes discussed tonight, including having the YMCA continue to provide the pool operations and removing some of the other positions as well. The Task Force will need to meet again to finalize their recommendation for City Council. Chairman Palmer said the Task Force needs to show that by passing a special district it will lessen the scheduling burden on the School District and that they are actively working towards a new sports complex that would alleviate the overcrowding for both youth and adult sports programs. Mr. Lemon said the YMCA would absolutely continue their partnership with a district moving forward.

The Task Force reviewed the direction talked about tonight, including: retiring the pool levy and building that into the \$0.85 per \$1,000 permanent rate of the potential special district. The primary goal would be to pursue a large outdoor sports complex with football, baseball, softball, and soccer fields. Members discussed possible ways to fund the sports complex without going out for a bond, such as the City capitalizing the construction and then the district paying the City back over time. The district will have to factor in the capital needs for the pool, which the City currently spends \$275,000 annually, and for the sports complex. The district needs to be able to show people that improvement money is built into the permanent rate. The community also needs a variety of options for trails and green space, because that will help sell the district to people who do not have kids or do not have kids in sports.

**V. OTHER DISCUSSION ITEMS – None**

**VI. ADJOURNMENT**

Chairman Palmer adjourned the meeting at 8:42 p.m.

Respectfully submitted by:

/s/Angela Speier, Assistant to the City Manager/City Clerk