



**LAKE OSWEGO REDEVELOPMENT AGENCY MEETING  
MINUTES  
December 19, 2017**

**12. CALL TO ORDER**

Chair Studebaker called the Lake Oswego Redevelopment Agency (LORA) meeting to order at 6:06 p.m., following the regular City Council meeting on December 19, 2017, in the City Council Chambers, 380 A Avenue.

**Present:** Chair Studebaker and Board Members Gudman, LaMotte, Kohlhoff, Buck, O'Neill, and Manz

**Staff Present:** Scott Lazenby, Executive Director; David Powell, LORA Counsel; Anne-Marie Simpson, Recording Secretary; Sidaro Sin, Development Program Manager; Jordan Wheeler, Deputy City Manager

**Others Present:** Adam Olsen, Mackenzie

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**13. CONSENT AGENDA**

**13.1 Approval of Meeting Minutes**

**13.1.1 October 17, 2017, Special Meeting Minutes**

**13.1.2 November 7, 2017, Special Meeting Minutes**

Motion: Move to approve minutes as written.

[Report and Attachments](#)

**END CONSENT AGENDA**

**Board Member Gudman moved the adoption of the Consent Agenda minutes. Board Member Manz seconded the motion.**

**A voice vote was held, and the motion passed, with Chair Studebaker and Board Members Gudman, LaMotte, Kohlhoff, Buck, O'Neill, and Manz voting 'aye'. (7-0)**

## 14. BOARD BUSINESS

### 14.1 Eighth Amendment to the Block 137 Project Development Agreement

#### Report and Attachment

**Mr. Lazenby** explained that the amendment would correct an omission in an earlier amendment, as discussed in the Redevelopment Agency Report. The original intent had been to include office use with the other tenant improvement SDCs to be funded by LORA, he believed. The Board was asked to approve the amendment in order to correct the omission, adding that the words ‘and the Office Component’ in the Amendment text (Attachment 1).

**Board Member Gudman moved to authorize the Executive Director of the Lake Oswego Redevelopment Agency to sign the Eighth Amendment to the Block 137 Project Development Agreement with Evergreen Block 137 Joint Venture, LLC, correcting an omission from the Sixth Amendment, adding the phrase ‘and the Office Component’ as covered in tenant improvement system development charges payment. Board Member Manz seconded the motion.**

**A voice vote was held, and the motion passed, with Chair Studebaker and Board Members Gudman, LaMotte, Kohlhoff, Buck, O’Neill, and Manz voting ‘aye’. (7-0)**

## 15. STUDY SESSION

### 15.1 Civic Center Concept Design and Floor Plan

#### Report

Attachment 1 - Conceptual Renderings

Attachment 2 - Site Plan

Attachment 3 - Floor Plan

**Mr. Wheeler** explained that he would be presenting the conceptual design and proposed floor plan for the Civic Center. He was accompanied by Mr. Olsen, project manager on the Mackenzie architect’s design team. They hoped to answer any questions and hear feedback from Board members at the study session, after which costing would be prepared based on this project scope.

Displaying PowerPoint slides, he emphasized that the architectural renderings for the conceptual design (Attachment 1) did not represent the final design. The design as presented was based on the scheme discussed earlier by the Board and as presented to the community. After outlining the general scope and scale of the building, he reviewed the community and Board processes leading to the design, as discussed in the Redevelopment Agency Report. Design elements such as the gable roof form and aspects of Oregon Rustic style were influenced by community input on massing and suitability for the downtown Lake Oswego setting. Sustainability considerations guided other design features, including the rooflines along 3<sup>rd</sup> and 4<sup>th</sup> Streets. He highlighted

other architectural elements and their purposes: The columns on the A Avenue façade were intended to activate the area and to enhance the building as a prominent facility in the downtown, for example. Access from both north and south entrances to the central lobby, an important public space, was highlighted. **Mr. Wheeler** provided details on the improved parking facilities and then answered Board members' questions about the exterior views shown in the renderings.

Next he discussed the renderings showing the central lobby space. Benefits of the double-story open design were emphasized, as discussed in the Report (p 3); the central seating for customers of the various public-facing departments was highlighted. He described staff involvement and other factors involved in development of the floor plan (Attachment 3). The first-floor plan was guided significantly by the focus on excellent public access for City Hall visitors. The community room offered potential for multiple uses, he noted. Responding to Board members' questions throughout, he pointed out the Booktique and Arts Council space; Staff would soon begin working with these tenants to address their needs. The second floor was planned primarily for administrative services. Because of constraints in the current building, a priority was to include additional conference rooms. Expanding on the Redevelopment Agency Report, he identified locations and details about the Council Chambers and LOCOM, among other facilities on the second floor. Finally, he provided a breakdown and perspectives on the 72,000 total square feet comprising the building as envisioned; this included approximately 6,000 square feet for the central lobby space, 2,500 for the community room, and 4,700 for the tenant spaces.

While decisions about the final design remain, Staff will be preparing cost information based on the conceptual design, assessing it in relation to the budget plan. Their next presentation to the Board, planned for February 6, will include alternative approaches for consideration if the cost exceeds the projected budget, he advised.

**Board Member Manz** expressed appreciation for the conceptual design, particularly the configuration of interior spaces.

**Member Gudman** recognized the improvements made to the plan over the past year. He asked if a preliminary cost estimate was available at this time. **Mr. Wheeler** indicated that the \$30 million in the LORA budget was a placeholder, given that it was based on assumptions for separate Police and City Hall buildings. The cost impacts for the combined facility could not yet be estimated.

**Member Buck** expressed support for the conceptual designs and floor plan. He posed questions about the Police and LOCOM fitness rooms, as well as the break room on the City Hall side; **Mr. Wheeler** clarified the uses and related factors. He discussed options for the previously-discussed space where City Council members could meet with the public. The Council workroom was envisioned as the primary space for this purpose.

**Member Kohlhoff** inquired about the potential for adapting the building to accommodate growth in the future. **Mr. Wheeler** indicated that this had been considered by the team; as a result, incorporating flexibility had been a priority in developing the design. He described various decisions that had supported this priority, balanced against costs of over-building. **Mr. Lazenby** elaborated on additional options to afford flexibility in the event of future growth.

**Member LaMotte** echoed support expressed by other Board members. He suggested that some softening of exterior walls at the corner of 3<sup>rd</sup> Street and A Avenue be considered in the final design.

**Member O'Neill** asked about comparative size of the new and existing facilities, as well assumptions on cost per square foot. He expressed concern about the much higher cost of the planned City facility in comparison to the same facility if it were built in the private sector. He asked his colleagues to consider the significant adverse impact on taxpayers.

**Member Buck** asked about any staff feedback that had not been incorporated in the design. **Mr. Wheeler** noted that compromises were made on office sizes and the like. However, guidance from Mackenzie experts had helped the City to recognize the changing nature of the workplace. The design took into account future needs for work and storage space as time spent on site, telework, paperless initiatives and other aspects continue to evolve. In response to **Member Buck's** question about locker room accommodations for an increasingly diverse police force, **Mr. Wheeler** indicated that he would follow up with Police Department leaders.

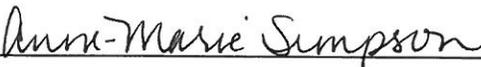
**Member LaMotte** noted that the Police facility would be sized appropriately for the City's needs in the coming 50 to 100 years. Board members should recognize the multi-purpose nature of the new building as they consider budgeting and changes to the program.

Responding to **Member Gudman's** inquiry, **Mr. Wheeler** indicated that ground would be broken for the Police portion of the project in early 2019.

**16. ADJOURNMENT**

**Chair Studebaker** adjourned the LORA Board meeting at 6:36 p.m.

Respectfully submitted,

  
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Anne-Marie Simpson, Recording Secretary

APPROVED BY THE LAKE OSWEGO  
REDEVELOPMENT AGENCY  
ON \_\_\_\_\_  
  
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Kent Studebaker, Chair