

# Willamette Falls

◦ LEGACY PROJECT ◦

## PARTNERS GROUP QUARTERLY MEETING AGENDA

June 27, 2018

2:30 – 4 P.M.

Tumwater Ballroom

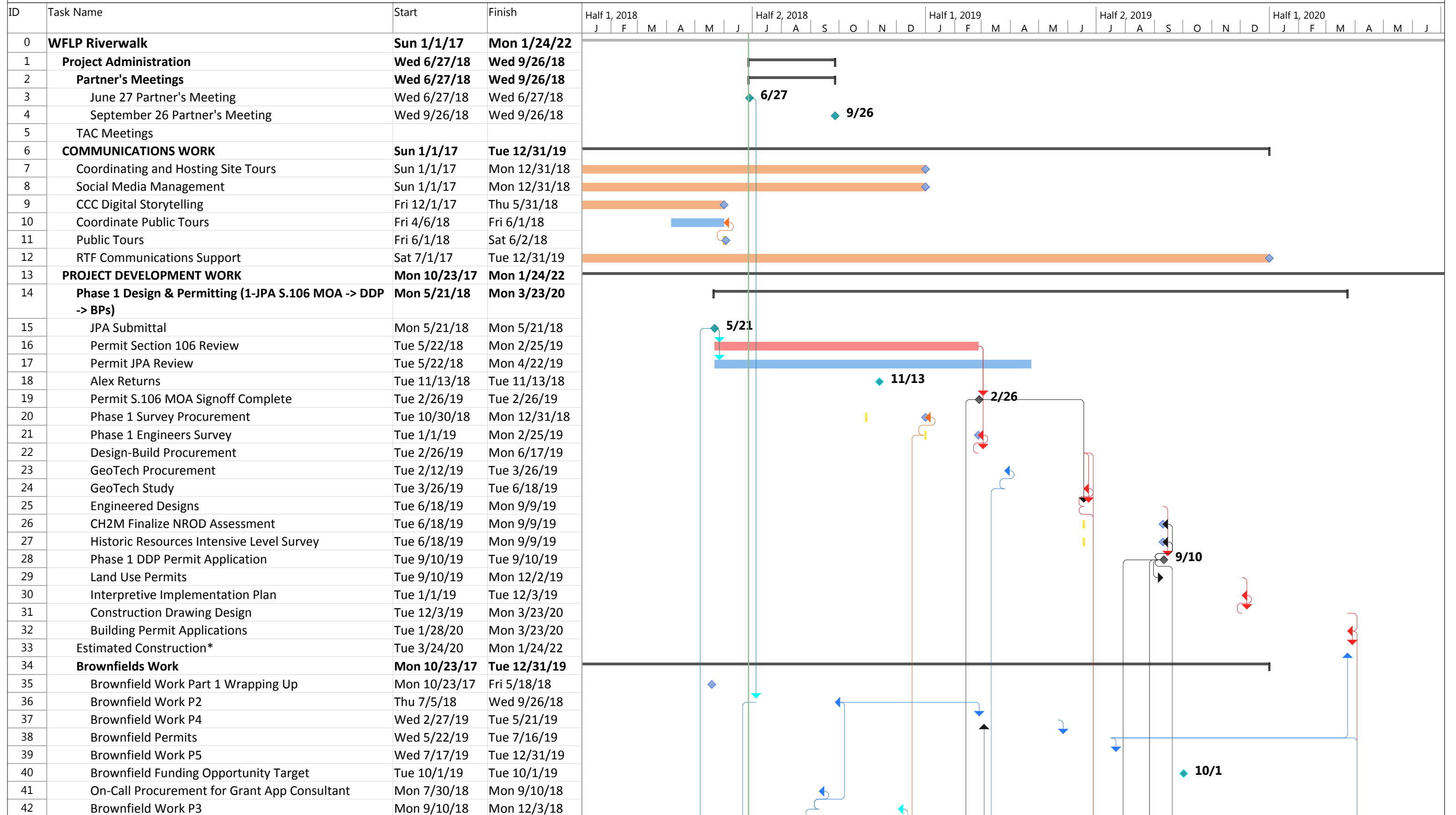
Museum of the Oregon Territory

211 Tumwater Dr.

Oregon City, OR 97045

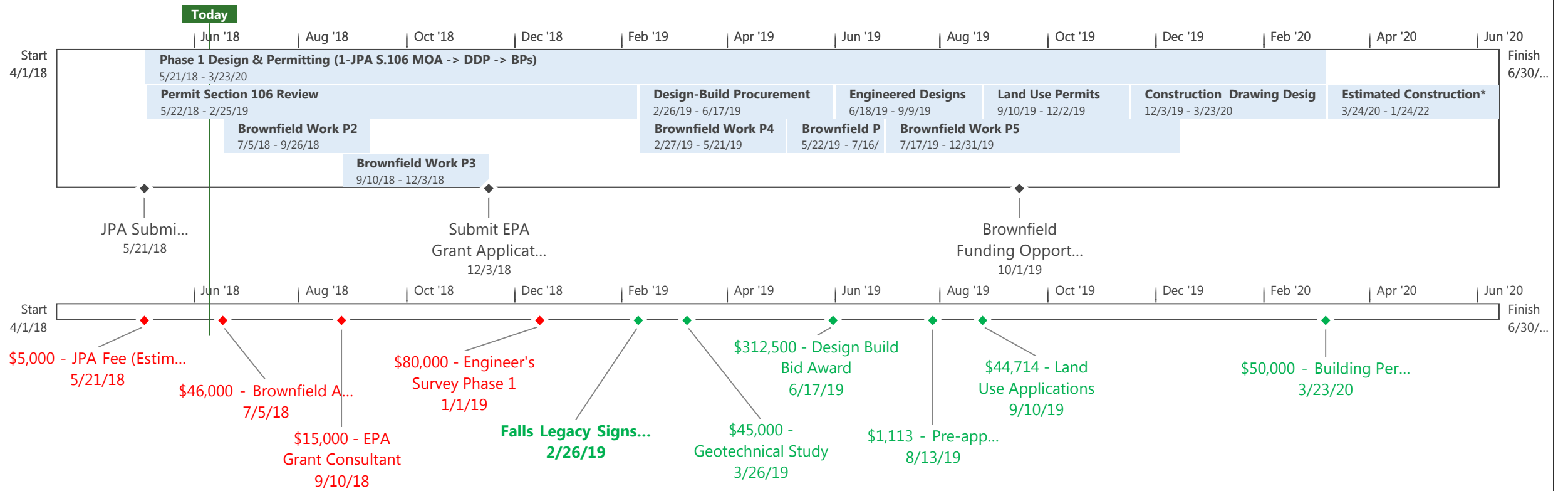
Time	Topic	Lead Presenter
2:30 – 2:40 P.M.	Welcome & Introductions	Chair
2:40 – 2:55 P.M.	Willamette Falls Legacy Project Permit Application Update	Brian Moore, Metro
2:55 – 3:20 P.M.	Willamette Falls Legacy Project Schedule Update	Brian Moore, Metro
3:20 – 3:40 P.M.	Willamette Falls Legacy Project Brownfields Update	Brian Moore, Metro
3:40 – 3:55 P.M.	Roundtable Partners Group Updates	Partners
	Closing	Chair

Note: Public testimony will not be heard at this meeting; however, the Willamette Falls Legacy Project always accepts written comments. Email [info@willamettefallslegacy.org](mailto:info@willamettefallslegacy.org)





## Willamette Falls Legacy Project At-Risk Riverwalk Budget & Schedule Forecast (pending necessary Falls Legacy, LLC action)



# Willamette Falls

## ◦ LEGACY PROJECT ◦

### PARTNERS GROUP MEETING MINUTES

June 27, 2018

*Tumwater Ballroom, Museum of the Oregon Territory  
211 Tumwater Drive  
Oregon City, OR 97045  
2:30 - 4 P.M.*

#### Partner Attendees

**Oregon City:** Mayor Dan Holladay, Commissioner Renate Mengelberg, City Manager Tony Konkol

**Metro:** Council President Tom Hughes, Councilor Betty Dominguez, Metro COO Martha Bennett

**County:** Commissioner Paul Savas, County Administrator Don Krupp, Commissioner Martha Schrader

**State:** Metro Regional Solutions Coordinator Raihana Ansary, Representative Mark Meek

**Absent:** Senator Alan Olsen  
State Parks Deputy Director M.G. Devereux,

**Staff:** Brian Moore, Hope Whitney, Melanie Reinert, Jonathan Blasher, Ramona Perrault (Metro); Laura Terway, Eric Underwood, Kristin Brown (Oregon City); John Southgate, Laura Zentner (Clackamas County); Marcus Sis (State of Oregon)

**Public:** Andrew Mason (Rediscover the Falls Friends Group), other unnamed members of the public

**The Q2 2018 Partners meeting was called to order by meeting Chair, Oregon City Mayor Dan Holladay, at 2:40 p.m.**

**The Partners and meeting observers introduced themselves at the Chair's request.**

**Project Manager Brian Moore of Metro shared an update on the project's permit application status.**

- Brian M. reiterated that the permitting is required because of the project's planned over and in-water work.
- The US Army Corps is taking the lead on the application review.
- Members of the project team had their first meeting with the permitting agencies since the application was submitted and received.
  - The permitting agencies reported back that the application is currently incomplete, which was expected.
- The Army Corps is evaluating cultural and historic resources documentation.
- The project team is getting details from the agencies on how to move the application forward, and they are expecting changes in the overall project schedule as a result.

- The project team met with permitting agency representatives on Tuesday June 26 (yesterday afternoon).
- The project team will review the details of that discussion with the TAC at the July 12 meeting and follow-up with the Partners Group in July.
- The project team shared Phase 1 designs with Falls Legacy LLC and received their standard positive response for a design document that doesn't require signature.

**Project Manager Brian Moore of Metro shared an update on the project's schedule.**

- A timeline document was projected and distributed to the Partners Group members in attendance.
- Brian M. highlighted key milestones on the timeline including the submission of the joint permit application on May 21, 2018 which initiated the Section 106 process and will culminate in the signing of a related MOU, which is targeted in 2019.
  - The project team hopes to advance some work on site brownfield analysis, and after the milestone of an MOU with Falls Legacy, the team will begin design-build procurement and construction drawings (spring 2020).
- The Partners had no further questions on the schedule.

*Raihana Ansary arrived.*

**Project Manager Brian Moore of Metro shared updates on the project's brownfield work.**

- The project team discovered that the brownfield work may be eligible and competitive for EPA brownfield cleanup grant funds.
  - There are steps to be taken to secure any available grants.
  - The team has been discussing the issue with the local EPA and Washington D.C. office teams to clarify whether the project's easement provides sufficient rights to apply for these grants.
    - Eligibility requirements will flesh out over the next few weeks.
    - Brian M. was hopeful the agencies will agree that the easement is sufficient to award grant money under this program, as was suggested a few years back.
- The Partners had previously raised concerns about the next point of risk for project funds should Falls Legacy LLC withhold another signature and cause a delay in the schedule.
  - The project team has been following their direction on all expenditures in advance of the next required signature milestone.
  - Brian noted on the timeline graphic that there are some major project expenditures on the horizon and in red prior to the deadline of Falls Legacy LLC providing an MOU signature.
    - After the milestone, expenditures are noted in green.
  - Per Brian M., risk expenditures included joint permit application fees, and a series of three new items:
    - A Phase 1 engineer survey would contribute key information to the project team for the design build process.
      - It would provide better documentation of the condition of the site so that the team would receive more accurate bids.
    - Brownfield work part two would cost about \$46 thousand and consist of a contractor preparing three separate documents assessing brownfields alternatives.
      - These are documents required by the EPA and will help prepare for the cleanup of brownfields on the site.

- This is also a critical piece of documentation needed to submit applications for cleanup grant funds.
  - There is also a consultant cost regarding preparation of grant applications.
    - The Metro team has experience with brownfield grants, but not cleanup grants.
    - The project team has been speaking with consultants who draft cleanup grant applications and have a good track record of winning these.
    - The team would like to hire a consultant, and this is a new ‘at-risk’ expense since the last Partners Group meeting.
      - Since the Partners directed the TAC to bring new expenses for authorization, the team is requesting approval.
- Brian M. requested approval from the Partners to engage in three contracting efforts totaling over \$150 thousand.
  - Metro COO Martha Bennett asked if the brownfields work is required for Phase 1 of the riverwalk, noting that the brownfields work benefits the private property owner.
    - Brian M. clarified that this work is exclusively within the Phase 1 area of the project.
    - If the project continues to move forward, but grants are not awarded, cleanup will still be necessary.
    - If the project is awarded grants, the funds that would otherwise have been used on cleanup could be spent on other aspects of the project instead.
    - Brian M. will check on whether the grant is reimbursable at the Partners’ request.
  - Representative Meek and Council President Hughes raised the approval, and it received all ayes. Chair Mayor Holladay noted that the motion carried.
    - The Partners agreed the requested brownfields work should be started.

**Mayor Holladay asked the Partners Group to share any round table updates.**

- Raihana Ansary offered to connect the project team with the brownfield coordinator contact at Oregon City, who has underground storage tanks experience.
  - Brian Moore explained that the underground tanks on the Blue Heron site were not formally decommissioned.
    - Their use ended approximately 50 years ago and there has been some leakage, though it is not active.
    - They are believed to be in a steady state at this time.
- Oregon City Manager, Tony Konkol shared that public tours of the project site and Willamette Falls were held on a Friday and Saturday a few weeks ago.
  - He thanked the partner jurisdictions for allowing staff to assist at the tour event and thanked the project assistant for arranging logistics.
  - Staff were able to escort over 200 guests on site tours, and there is still a substantial waitlist.
  - He noted that there is significant excitement in the community for tours and that the public tour days went very positively.
  - Many guests were not from Oregon City, and they came out to visit the site and then saw downtown Oregon City afterwards.
  - Mayor Holladay raised the question of setting up future tours as a fundraising option for Rediscover the Falls (RTF) friends group and training RTF staff as guides.
    - Brian M. noted that this raises liability issues to be resolved.

- Partner jurisdiction attorneys would also need to advise on whether RTF can accept entry fees or donations.
  - Representative Mark Meek suggested that RTF could organize events for donors and fundraisers for the project.
- Brian M. shared that there will be an RTF status update at the next Partners meeting, but noted the friends group has scheduled a board retreat in July.
  - They plan to establish major sideboards on who RTF will be in future and set their immediate plans for a campaign.
  - They have five million dollars in the bank and are working hard to ensure the project is supported in an immediate small way and a long-term big way.
- Brian Moore went over an agenda distributed to the Partners Group.
  - The Council of Development Finance Agencies Brownfields Technical Assistance Program (CDFA), a program funded by the EPA, will be visiting in July.
  - Since the site has been eligible for EPA grant money, the project is eligible for CDFA consultation.
    - They provide technical assistance to jurisdictions with brownfield sites with EPA funds.
    - This is a free program to bring technical consultants onsite and put together a financing strategy for the cleanup, public infrastructure or other aspects necessary for the project.
    - The CDFA group will visit in July, tour the site and put together a finance strategy for public infrastructure to deliver the riverwalk.

There were no further updates from the Partners Group.

**ACTION:**

- **The project team may initiate the contract for the brownfields work and alternatives analyses as discussed.**
- **The Willamette Falls Legacy Project TAC will discuss recent permitting feedback from related agencies and update the Partners on the permitting status and next steps in July.**

Chair Mayor Dan Holladay adjourned the meeting at approximately 3:20 p.m.