

## **EWEB Riverfront Master Plan Community Advisory Team (CAT)**

### **EXECUTIVE SESSION**

Wednesday, December 10, 5:30 – 6:45 p.m.  
EWEB Board Room

**(Pursuant to ORS 192.660(2)(f), to consider information or records that are exempt by law from public inspection)**

Present: Dave Hauser, Tom Hoyt, Mark Johnson, Pat Johnston, Desiree Moore, Dean Pape' (via conference call), Mary Unruh, Anita Van Asperdt and Gary Wildish, members; Mark Oberle, Project Manager; Jeannine Parisi, EWEB staff; Vicki Maxon, Recorder; Bob Cassidy, EWEB Commissioner; Susan Palmer, *Register-Guard*.

Members conducted a review of the consultant RFQ evaluation and interview process, and design of interview questions.

### **REGULAR SESSION**

Wednesday, December 10, 6:45-7:30 p.m.  
EWEB Board Room

Present: Dave Hauser, Tom Hoyt, Mark Johnson, Pat Johnston, Desiree Moore, Dean Pape' (via conference call), Mary Unruh, Anita Van Asperdt and Gary Wildish, members; Mark Oberle, Project Manager; Jeannine Parisi, EWEB staff; Vicki Maxon, Recorder; Susan Palmer, Eugene Register-Guard; Charles Biggs and Bob Hart, public.

#### 1. Approve November 19, 2008 Minutes

The minutes were approved with one minor revision.

#### 2. Public Comment Period

Charles Biggs said he hopes that the consultant who is chosen will be well-versed in the IAP2 process.

#### 3. Future Meeting Agendas

Pat Johnston reviewed a flipchart listing proposed topics for future meeting agendas (see below). She noted that it might be better to delay the presentation regarding ecological potential of the riverfront site until after the consultant is hired.

- Title report (Boyd Steele)
  - Riverfront Research Park (Diane Wiley)
  - Ecological potential of riverfront site
- Possible other topics:
- Downtown Plan (Nan Laurence)

- Historic Context (Ken Guzowski)
- High-Level Demographic/Market Trends

Dave Hauser noted that the team will be spending a lot of time on evaluating and interviewing proposers in December and the first part of January. He added that after the consultant is hired, there will be a gap in time during which the Purchasing Department will be conducting the chosen consultant's contract negotiations, etc., and he asked if the team would like to take a break from meetings until February. Mark Oberle added that the first week in January will be blocked out for proposer interviews, and asked the team if they want to retain their regular meeting on January 14.

Desiree Moore said that while she feels that many previous agenda items have been informative to the team, some future items may be more important for the consultant to hear (i.e., the title report). She added that she wants to concentrate her effort, time and focus on the consultant process and, if that means taking a break from January meetings, she doesn't think that would be bad.

Tom Hoyt said he would prefer to have the consultant present for the title report presentation and also the presentation by Diane Wiley (University of Oregon/Riverfront Research Park), so he would rather defer those two items until after the consultant is hired.

Mary Unruh said she feels it would be more cost-effective for the team to wait to meet again until after the consultant is hired and can be present.

Desiree Moore noted that maybe the question is whether there is any agenda item that is absolutely pressing and cannot wait until after the consultant is hired, even if it means hearing the presentation a second time after the consultant is present.

Dave Hauser offered the possibility of the January meeting time being devoted to the interviews, and then maybe not meeting again until February, when the team would resume with one or two of the above agenda items. He added that he agrees with Desiree that it's all context information for the team but that hearing about site constraints is very important.

Mark Johnson said he has gained much from the previous agenda items and that he is looking for input that enables him to analyze and see the positives and negatives of the site. He noted that the architecture students' presentation and Nan Laurence's transportation presentation were especially informative for him and that he is willing to be fed more information.

Desiree Moore agreed that the architecture students' presentation was the most enjoyable and informative meeting for her, and wondered if the consultant wouldn't benefit from those types of presentations as well.

Gary Wildish noted that the title report is about 1/10 of what the consultant will have to digest, and he feels that the title report is such an executive summary and the site is so constraining that the consultant won't get what they need solely from that presentation.

Dave Hauser said that in his opinion the group would benefit from taking the rest of January off from meetings, and asked the group how many meetings they would like to have in February.

Mark Oberle explained that once the consultant is chosen, EWEB staff will take over the negotiations and contract, which will happen during January and possibly the first week of February. Time has been reserved at the February 17, 2009 Board meeting for staff's recommendation and action regarding the chosen consultant. If the Board approves the consultant at that meeting (which is probable), the contract won't be signed and in place until then, and we won't know how soon the consultant will be able to begin work. He added that the team most likely won't be interacting with the consultant in either January or February.

Pat Johnston noted that what the team gains from agenda topics is very different than how the consultant will delve into most of the topics. She added that after the consultant is hired, the team and consultant can negotiate about how to work together, and there may not be time for all of the listed topics.

Mark Oberle noted that previous meeting presentations were more to introduce the team to the different topics and initiate the thought process in advance of hiring the consultant.

Dave Hauser asked the team for any other topics that should be on the list.

Anita Van Asperdt said she would like to take a break from meetings during January and then re-prioritize future agenda items after the consultant is hired.

Jeannine Parisi then conducted a straw vote on the team's top four picks for future agenda items. She noted that the presentation regarding ecological potential of the riverfront site would most likely be delayed until the February 25 meeting. Gary Wildish said he doesn't want to lose sight of the value of the historic context presentation.

The results of the straw vote were as follows, in ranked priority:

- Riverfront Research Park (Diane Wiley)
- High-Level Demographic/Market Trends
- Ecological potential for riverfront site
- Historic context (Ken Guzowski)

The team tentatively scheduled the first two topics for February 11 and the remaining topics for February 25. The Downtown Plan presentation and title report will wait until the consultant is on board.

Pat Johnston asked for a process check regarding team members' availability during the first week in January for proposer interviews. She asked everyone to check their calendars in order to commit to blocking off time for those interviews during the week of January 5-9.

A discussion ensued regarding availability during that week and any days or times that won't work. The three possibilities appeared to be late afternoon on Monday, January 5, all day on Thursday, January 8, and possibly all day on Friday, January 9. Jeannine Parisi said she will e-mail some choices for days and times and tally everyone's preference. The team agreed to tentatively block out those dates and wait for e-mail confirmation from Jeannine, noting that there may be more time reserved than actually necessary. Dave Hauser asked the team to respond with their availability as soon as possible. Mark Oberle noted that the interview times may require some flexibility in order to accommodate travel schedules for the interviewees.

#### 4. Closing Comments and Next Steps

Jeannine Parisi reminded the team to turn in their RFQ evaluations by 5:00 p.m. on Monday, December 15.

The meeting was adjourned at 7:25 p.m.

**Next Meeting:**            **Executive Session**  
**Wednesday, December 17 – 3:00 to 7:00 p.m.**  
**EWEB – room TBA**