



City of Tigard

## Tigard Workshop Meeting - Agenda

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**TIGARD CITY COUNCIL**

**Revised Agenda 1/14/11 - Added Executive Session**

**Revised Agenda 1/13/11-  
Added Item No. 5**

**MEETING DATE AND TIME:** January 18, 2011 - 6:30 p.m.

**MEETING LOCATION:** City of Tigard - Town Hall - 13125 SW Hall Blvd., Tigard, OR 97223

**PUBLIC NOTICE:**

Times noted are estimated.

Assistive Listening Devices are available for persons with impaired hearing and should be scheduled for Council meetings by noon on the Monday prior to the Council meeting. Please call 503-639-4171, ext. 2410 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

Upon request, the City will also endeavor to arrange for the following services:

- Qualified sign language interpreters for persons with speech or hearing impairments; and
- Qualified bilingual interpreters.

Since these services must be scheduled with outside service providers, it is important to allow as much lead time as possible. Please notify the City of your need by 5:00 p.m. on the Thursday preceding the meeting by calling: 503-639-4171, ext. 2410 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

**VIEW LIVE VIDEO STREAMING ONLINE:**

<http://www.tvctv.org/government-programming/government-meetings/tigard>

**Workshop meetings are cablecast on Tualatin Valley Community TV as follows:**

**Replay Schedule for Tigard City Council Workshop Meetings - Channel 30**

- Every Sunday at 11 a.m.
- Every Monday at 6 a.m.
- Every Tuesday\* at 2 pm (*\*Workshop meetings are not aired live. Tuesday broadcasts are a replay of the most recent workshop meeting.*)
- Every Thursday at 12 p.m.
- Every Friday at 3 a.m.

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SEE ATTACHED AGENDA



City of Tigard

# Tigard Workshop Meeting - Agenda

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**TIGARD CITY COUNCIL**

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**MEETING DATE AND TIME:** January 18, 2011 - 6:30 p.m.

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6:30 PM

1. WORKSHOP MEETING
  - A. Call to Order - City Council
  - B. Roll Call
  - C. Pledge of Allegiance
  - D. Council Communications & Liaison Reports
  - E. Call to Council and Staff for Non-Agenda Items
2. BUDGET COMMITTEE MEETING
3. TRANSPORTATION GROWTH MANAGEMENT HIGH CAPACITY TRANSIT LAND USE STUDY KICKOFF
4. REVIEW OF 2011-2012 CITY COUNCIL BUDGET REQUEST
5. DISCUSS DRAFT 2011 CITY COUNCIL GOALS
6. COUNCIL LIAISON REPORTS
7. NON AGENDA ITEMS
8. EXECUTIVE SESSION: The Tigard City Council will go into Executive Session under ORS 192.660 (2) (f) - for exempt public records - to consider records that are exempt by law from public inspection. All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions, as provided by ORS 192.660(4), but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.
9. ADJOURNMENT

**AIS-180**

**Item #: 2.**

**Workshop Meeting**

**Date:** 01/18/2011

**Length (in minutes):** 45 Minutes

**Agenda Title:** Budget Committee Meeting

**Submitted By:** Liz Lutz  
Financial and Information Services

**Item Type:** Budget Committee

**Meeting Type:**

Council  
Workshop Mtg.

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**ISSUE**

Quarterly Budget Committee meeting

**STAFF RECOMMENDATION / ACTION REQUEST**

Informational item only. Review materials provided at the meeting and provide direction to staff as needed.

**KEY FACTS AND INFORMATION SUMMARY**

1. Welcome new members to the Budget Committee: Councilor Woodard, Cameron James (incumbent), Christopher Henn and Melody Greaber, alternate.
2. Finance staff will present the finalized Comprehensive Annual Financial Report for Fiscal Year 2010 to the Committee. We will also inform the Committee that the Finance staff received the GFOA Certificate of Achievement for Excellence in Financial Reporting for the report of 2009. The City has received this award for many consecutive years.
3. We will bring the 2nd quarter financial report to the Committee for FY 2011 and answer any questions.
4. The initial forecast for FY 2012-2016 is complete. Budget Instructions have been written and presented to the Department staff. We will provide these instructions to the Committee and inform them of the next steps in the budget process. Budget Committee meetings are set for April 18, 2011, April 25, 2011 and May 3, 2011. All meetings begin at 6:30pm in the Public Works Auditorium.
5. Staff will provide an overview of the presentation made to the bond rating agencies (Moody's and Standard & Poor) on Friday January 7th for the City's Parks Bond.

**OTHER ALTERNATIVES**

None

**COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS**

Develop a long-term financial strategy.

**DATES OF PREVIOUS COUNCIL CONSIDERATION**

For FY 2011, Budget Committee had quarterly meetings on July 20, 2010 and October 19, 2010.

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**Attachments**

Bond Rating Agency Presentation



City of Tigard

# Rating Agency Presentation



January 7, 2011

## Presenters

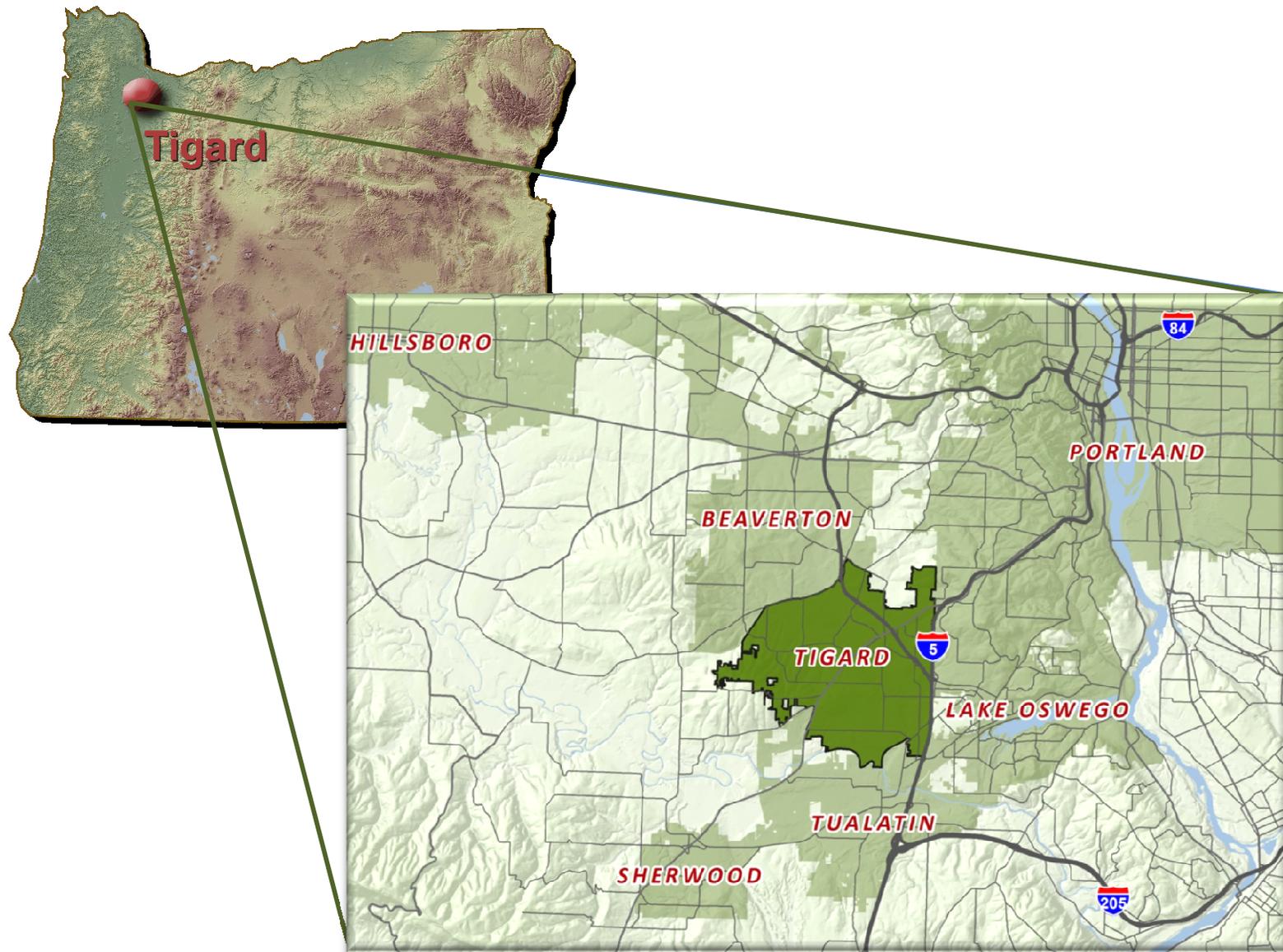
- Toby LaFrance  
*Finance and Information Services Director*
- Debbie Smith-Wagar  
*Assistant Finance Director*
- Pat Clancy  
*Financial Advisor, WFG*

# Presentation Overview

- Overview of City
- Park System and Projects
- City Finances
- Economics and Demographics
- Water System CIP
- The Bonds

## Description of City

- Incorporated in 1961
- Encompasses almost 12 square miles
- Estimated population of 47,460
- Located in Washington County
- Fifteen minutes from downtown Portland
- Located along I-5, Highway 217 and Pacific Highway
- Neighboring cities: Beaverton, Lake Oswego, Tualatin and Portland



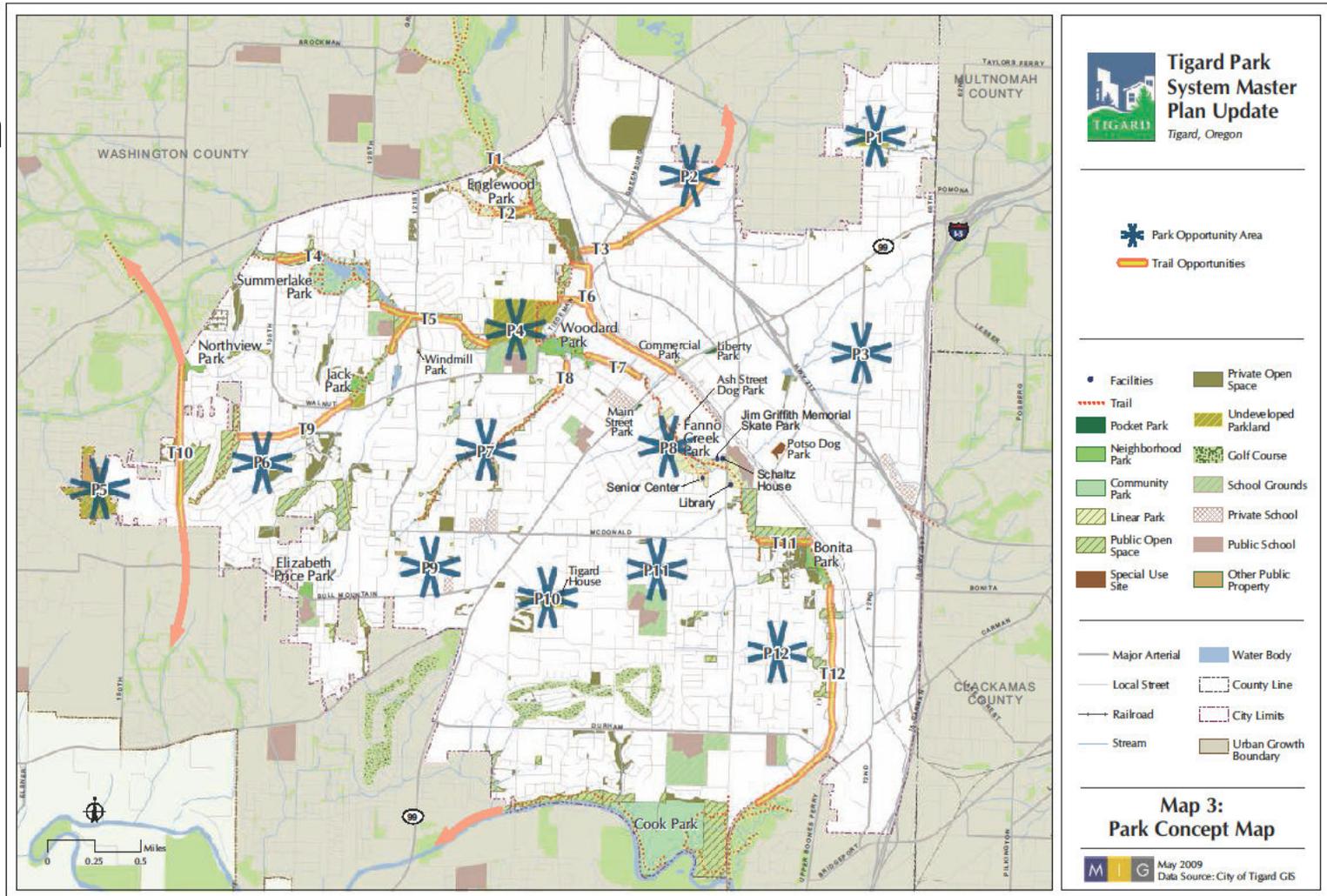
# Tigard Park System Master Plan

- The Tigard Park System Master Plan Update (TPSMP):
  - Inventoried existing facilities
  - Underwent a year-long public involvement process
  - Summarized a needs analysis for Tigard Parks
  - Developed a planning and implementation framework
  
- The TPSMP was adopted July 2009

# Tigard Park System Master Plan

- Identifies \$80 million dollars in capital improvement projects
- Over \$20 million priority one projects listed
- Projects include park land acquisitions and development
- Open space land acquisitions were identified as opportunistic acquisitions

# Tigard Park System Master Plan



## Projects to be Funded with 2011A Bonds

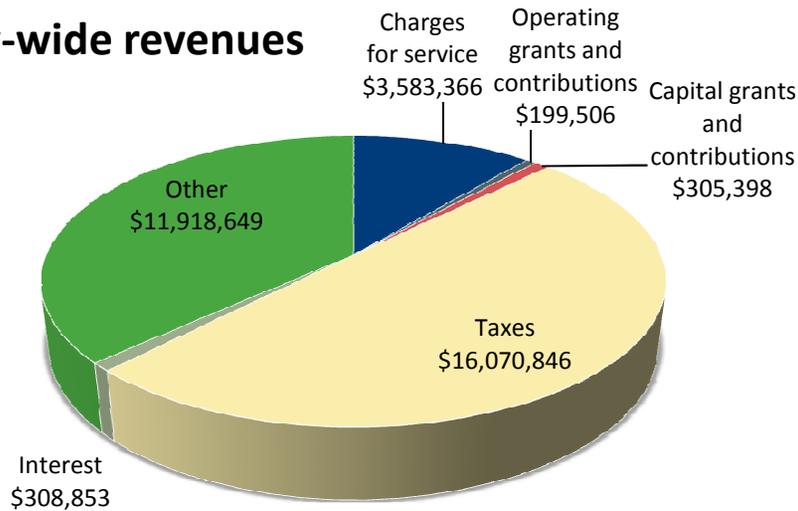
- \$17 million of general obligation bonds authorized at the November 2010 election
- At least 80 percent toward land acquisition for open spaces, parks or trail corridors
- Up to 20 percent toward improvements and development of park land
- Up to \$1.7 million may be spent for a downtown area park
- \$2.5 million in Parks SDCs expected to be contributed to these projects

## Projects to be Funded with 2011A Bonds

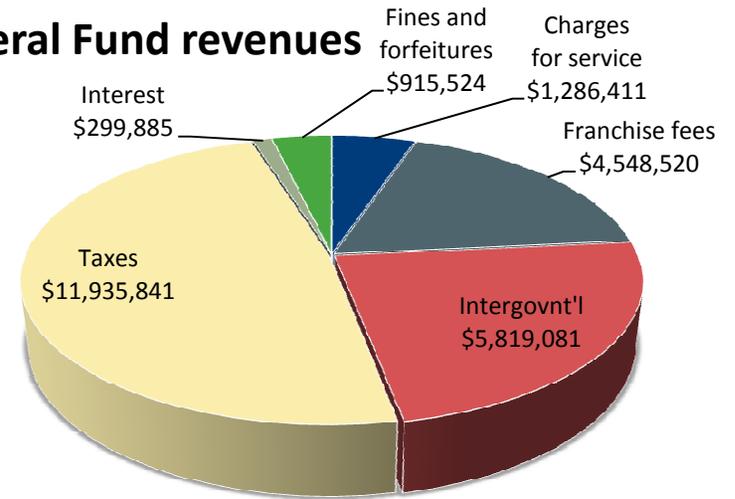
- City has agreements in place to purchase community parks:
  - \$5.0 mil 43-acre site, including \$3.0 mil intergovernmental
  - \$1.4 mil five-acre site for needed development adjacent to 43-acre site
  - \$5.0 mil 20-acre site
  - \$0.6 mil Dog Park
  
- Over the next year, Park and Recreation Advisory Board to identify and recommend additional properties to purchase and develop

# City Finances – FY 2010

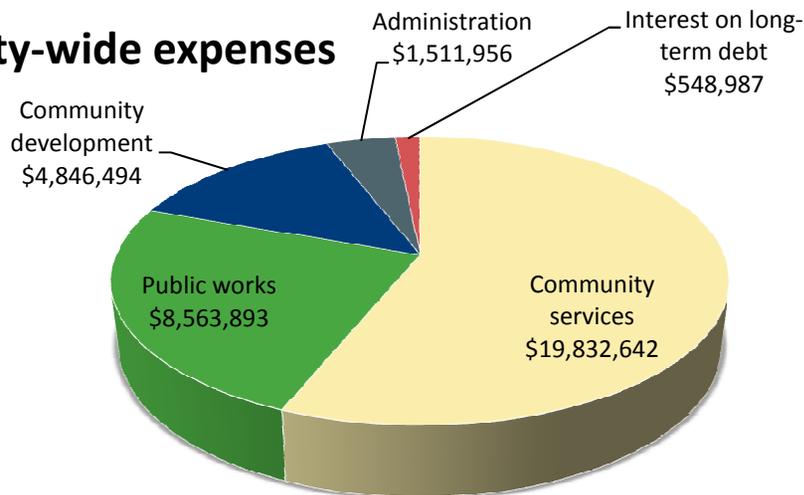
**City-wide revenues**



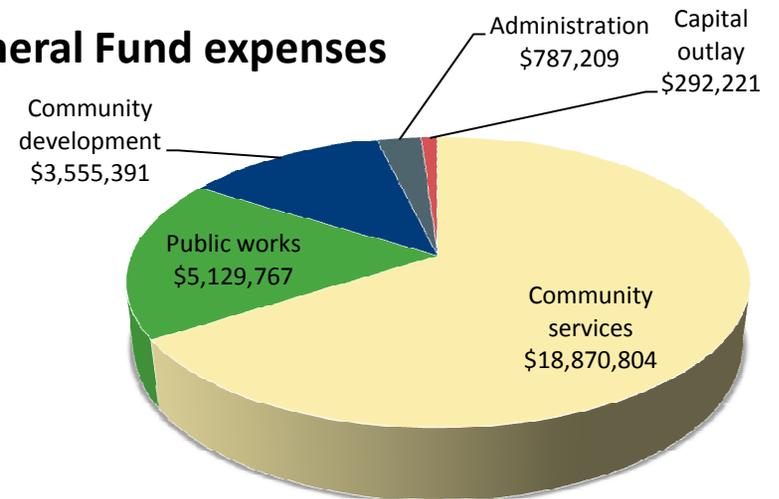
**General Fund revenues**



**City-wide expenses**



**General Fund expenses**



## City Finances

- General Fund ending balance as of June 30, 2010 was \$7.3 million (26 percent of expenditures)
- GF ending balance for June 30, 2011 is projected at \$7.7 million This includes about \$1 million of one- time resources
- GF ending balance policy:
  - unallocated fund balance of at least 2 months of operating expenses, and
  - adequate fund balance to provide sufficient cashflow from July 1 until property taxes are received in November

## City Finances (con't)

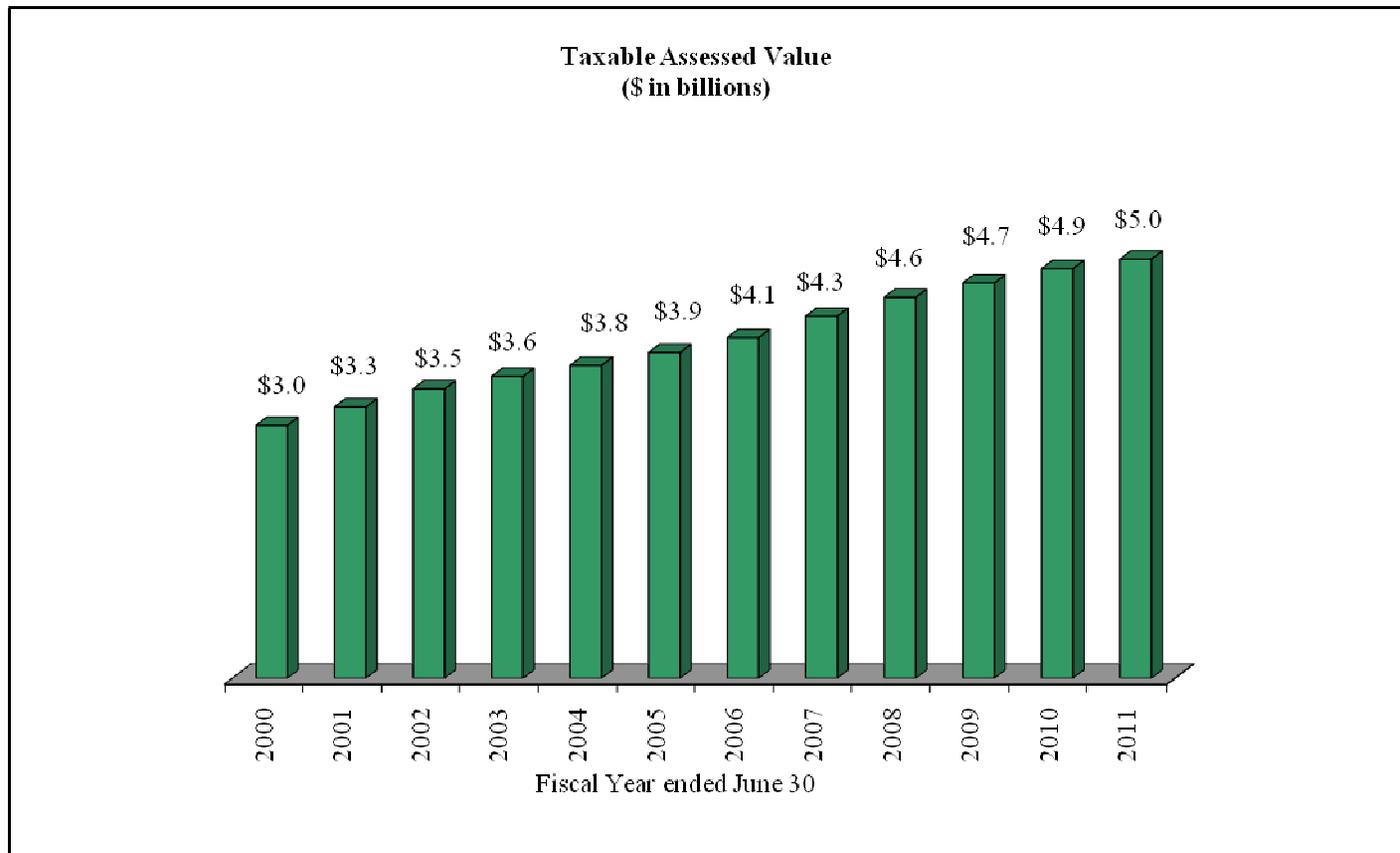
- Revenues flat the last two years after significant growth in the prior five years
- Conservative approach to financial operations: GF fund balance grew from \$7.9 million at end of FY 2003 to \$10.8 million at end of FY 2008
- In the last two years the City has purposely used fund balance to help reduce cuts to City services
- Targeted cuts in personnel and materials and services made in FY 2010
- Service levels balanced against available resources for FY 2012 budget

## Low Debt Levels

- Tigard has very low debt levels:
  - \$26 million of unlimited tax GO
  - \$8.3 million full faith & credit obligations paid from installment contracts, gas taxes or park SDCs

# Taxable Assessed Value

- History of growing taxable assessed value; ratio of AV to RMV is 69 percent



# Top Ten Taxpayers

*2010-11 Major Taxpayers in the City*

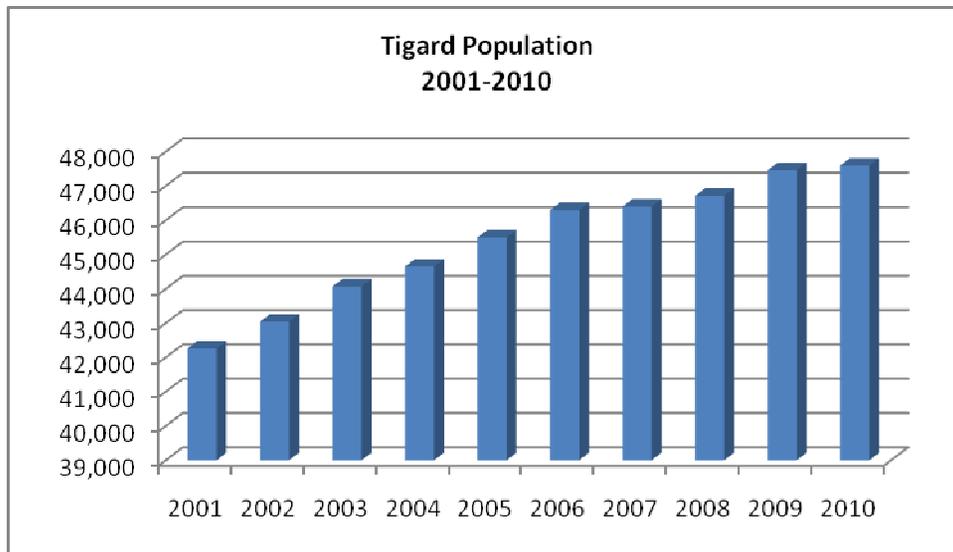
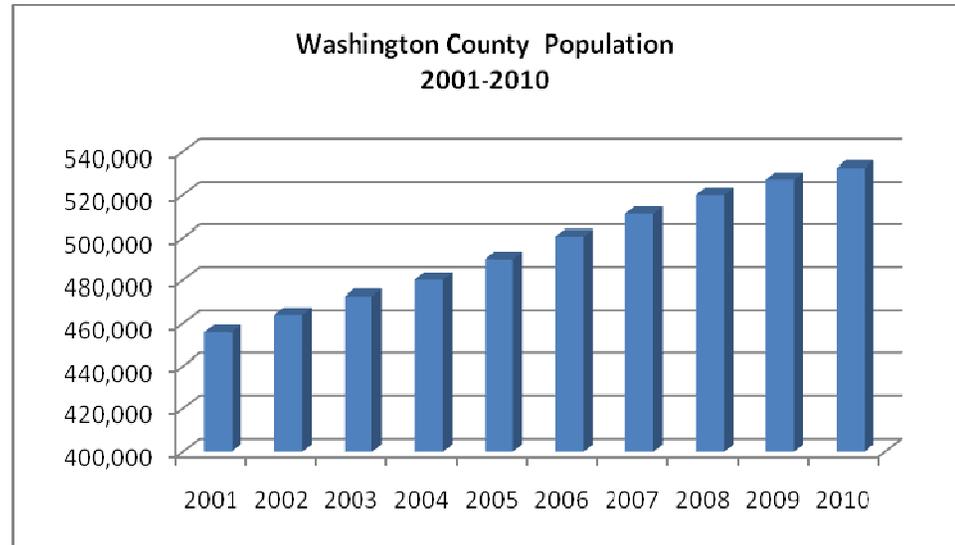
<b>Taxpayer</b>	<b>Type of Business</b>	<b>Assessed Taxes</b>	<b>Assessed Value</b>	<b>Percent of City AV <sup>1</sup></b>
Pacific Realty Associates	Commercial properties	\$ 3,007,320	\$ 184,436,213	3.7%
PPR Washington Square LLC	Retail shopping mall	1,955,415	122,805,991	2.4
Lincoln Center LLC	Commercial properties	1,328,925	81,818,120	1.6
Frontier Communications	Telecommunications	882,802	58,229,000	1.2
Walton CWOR	Commercial properties	625,186	38,203,140	0.8
Portland General Electric	Electrical utility	487,878	32,348,717	0.6
Comcast Corporation	Telecommunications	422,161	28,124,200	0.6
NW Natural	Gas utility	405,089	26,811,900	0.5
Constance Robinson	Commercial properties	384,231	24,405,830	0.5
Macy's Department Stores Inc.	Retail department store	357,149	22,553,550	0.4
<b>Total Top Ten Taxpayers</b>		<b>\$ 9,856,156</b>	<b>\$ 619,736,661</b>	<b>12.3%</b>
Remaining City Taxpayers		\$3,515,697	\$4,408,935,066	87.7%
<b>Total All Taxpayers</b>		<b>\$13,371,853</b>	<b>\$5,028,671,727</b>	<b>100.0%</b>

1. Total 2010-11 Assessed Value for the City of Tigard is \$5,028,671,727.

Source: Washington County Assessor's Office.

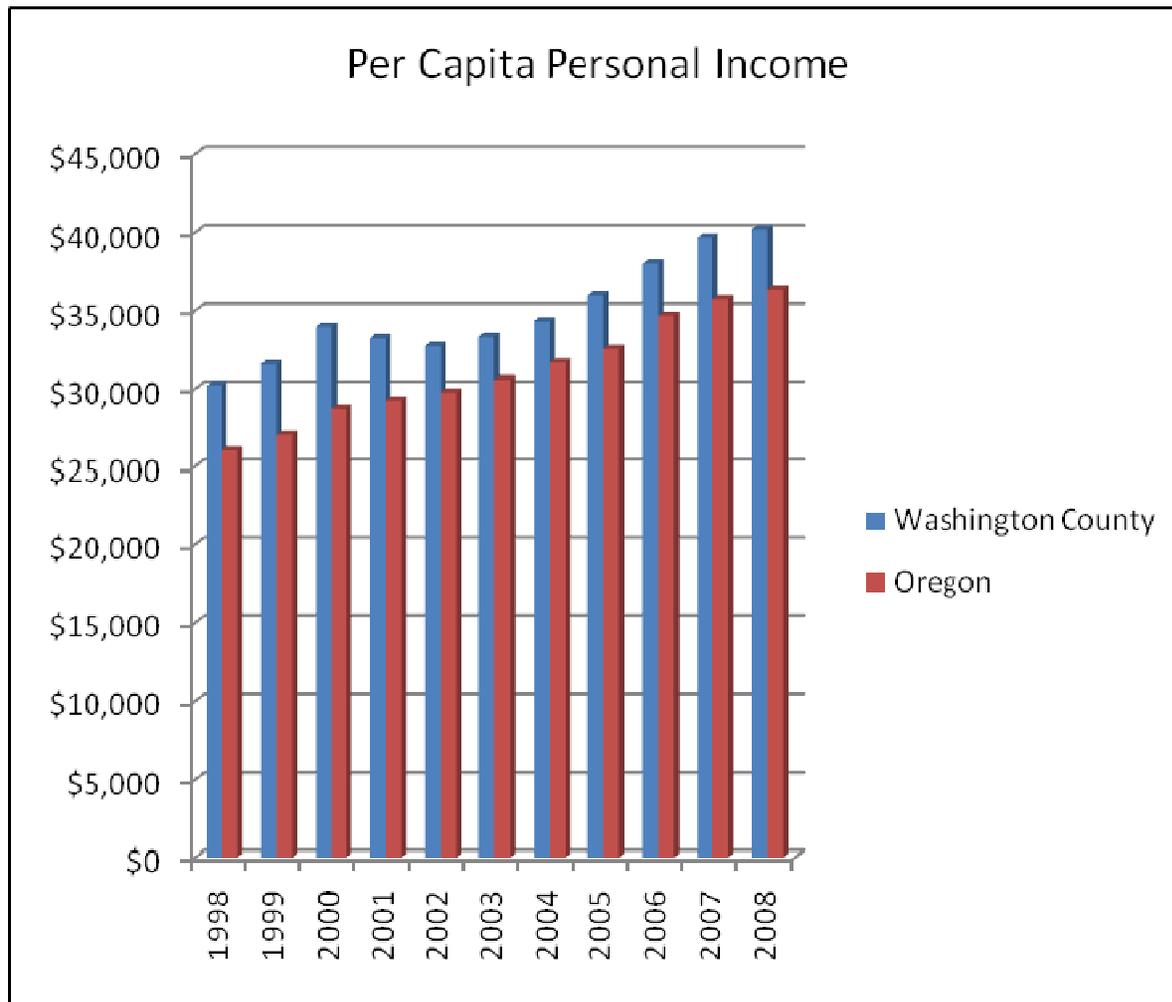
# Population

Washington County's population has grown 16.9 percent over the past ten years



Tigard's population has grown 12.6 percent over the past ten years

# High Income Levels



Per capita income in Washington County consistently exceeds that of the State

# Water Supply System

Planned Capital Expenditures	
Description	Totals
Joint Water Supply Projects*	\$ 112,057,883
ASR Wells & Storage	10,245,063
Pump Stations	4,709,385
Pipelines	7,022,566
Other	17,836,466
<b>Total</b>	<b>\$ 151,871,362</b>

\*Note: Joint Water Supply total does not include \$6 million already spent

Projected Annual Program Costs	
FY	Totals
2011	\$ 9,911,141
2012	16,242,522
2013	23,865,900
2014	43,447,985
2015	304,490
2016	325,416
2017	49,066,585
2018	6,935,477
2019	862,835
2020	909,012
<b>Total</b>	<b>\$ 151,871,363</b>

Projected Bond Issues		
FY	Type	Long-Term Financing (millions)
2011	Revenue Bonds	44.15
2012	Revenue Bonds	40.00
2017	Revenue Bonds	41.34
	<b>Total</b>	<b>\$ 124.49</b>

Total Projected Annual Rate Adjustments			
FY	Rate Change	FY	Rate Change
2011	34.50%	2016	4.30%
2012	14.00%	2017	4.30%
2013	14.00%	2018	4.30%
2014	14.00%	2019	0.00%
2015	4.30%	2020	0.00%

## The Bonds

- \$17 million GO Bonds, Series 2011A—new money
- Fixed-rate, 20-year, level debt service, tax-exempt
- Estimated tax rate: 29 cents per thousand AV (\$58 annual tax on average AV \$200,000)
- \$9 million GO Refunding Bonds, Series 2011B (refund GO Series 2002), proportional savings
- Security: Pledge of city's full faith and credit including all legally available revenues and an unlimited direct ad valorem

## Schedule

- January 7 Rating Presentation
- January 13 Receive Rating
- January 14 Distribute POS
- January 25 Bid Opening
- February 3 Closing

# Summary

- Stable and growing tax base
- Conservative financial management and multi-year planning
- Low debt levels
- High income levels
- City fully participates in the economy of the greater Portland metro area

**Workshop Meeting**

**Date:** 01/18/2011

**Length (in minutes):** 45 Minutes

**Agenda Title:** TGM High Capacity Transit Land Use Study Kickoff

**Submitted By:** Marissa Daniels  
Community Development

**Item Type:** Update, Discussion, Direct Staff

**Meeting Type:**

Council  
Workshop Mtg.

**ISSUE**

Update and discussion on the Transportation and Growth Management Program (TGM) High Capacity Transit Land Use Plan.

**STAFF RECOMMENDATION / ACTION REQUEST**

Receive information from staff and provide feedback.

**KEY FACTS AND INFORMATION SUMMARY**

The state Transportation and Growth Management (TGM) program awarded a planning grant to the City of Tigard and Metro to undertake the Tigard High Capacity Transit (HCT) Land Use Plan. This plan is a joint effort between ODOT, Metro, and the City to plan for future station area communities in Tigard. The grant is being used to pay for a consultant team with expertise in land use, transportation, real estate economics and development.

The Tigard HCT Land Use Plan is one of several related planning efforts along the SW Corridor. These include land use plans for Portland and Tualatin, an Alternatives Analysis for High Capacity Transit, and the I-5/ Pacific Highway 99W Corridor Refinement Plan.

The outcome of the Land Use Plan will be a Conceptual Station Community Plan and Report, that will include recommendations regarding:

1. Land use designations and supportive transportation improvements including alternative modes and local street systems;
2. Changes to Tigard Comprehensive Plan, Zoning Map and other City applicable plans, regulations and standards;
3. Natural resource protection strategies, and
4. Funding strategies

Timing of City Council consideration of recommended policy, land use and regulatory changes changes may depend on development and adoption of Transportation Planning Rule (TPR) related alternative mobility standards by the Oregon Transportation Commission. This matter will be addressed as part of the I-5/Pacific Highway (99W)Corridor Refinement Plan.

In November, staff initiated a series of interviews with a broad set of stakeholders to get their ideas, priorities, and concerns related to future station area planning and development.

On December 20, 2010, the City and Metro received notice to proceed. This allows us to begin the full scope of work, including technical aspects involving the consultant team. Initial key activities include:

- Citizens Advisory Committee (CAC) and Technical Advisory Committee (TAC) kick-off meetings which were held on January 5.
- The project team, including Metro, ODOT, and the consultants, conducted a site visit on January 18 to observe existing neighborhoods, traffic conditions, and parks and natural resources.

Upcoming (next quarter) key activities include:

- Technical reports of existing conditions including transportation, land use, natural resources, infrastructure, and market conditions.
- Summary of stakeholder interviews; and Draft methodology and evaluation criteria for buildable lands and redevelopment opportunities.
- Second CAC and TAC meetings (March)

A comprehensive public involvement plan will be implemented. Some key elements include a project web site, on-line comment form, and project newsletter. The Planning Commission will review the public involvement plan in their role as the Committee for Citizen Involvement.

## **OTHER ALTERNATIVES**

N/A

## **COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS**

2010 Goals:

1. Implement the Comprehensive Plan;
- b. Continue to promote and plan for 99W light rail

Implements the 2035 Transportation System Plan

## **DATES OF PREVIOUS COUNCIL CONSIDERATION**

On March 24, 2009, through Resolution 09-18, Council supported the application for this TGM grant.

On October 26, 2010, through Resolution 10-54, Council approved the Intergovernmental Agreement with ODOT and Metro.

On November 23, 2010, Council was briefed on the proposed Citizen Involvement Committee structure for the project.

On December 14, 2010, through Resolution 10-69, Council approved formation of the HCT Land Use Plan Citizen Advisory Committee (CAC); its required purpose; charge statement; and meeting protocol, and appointed the Transportation Advisory Committee to serve as the Citizens Advisory Committee.

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### **Fiscal Impact**

**Cost:** \$61,362

**Budgeted (yes or no):** Yes

**Where Budgeted (department/program):** Long Range Planning

#### **Additional Fiscal Notes:**

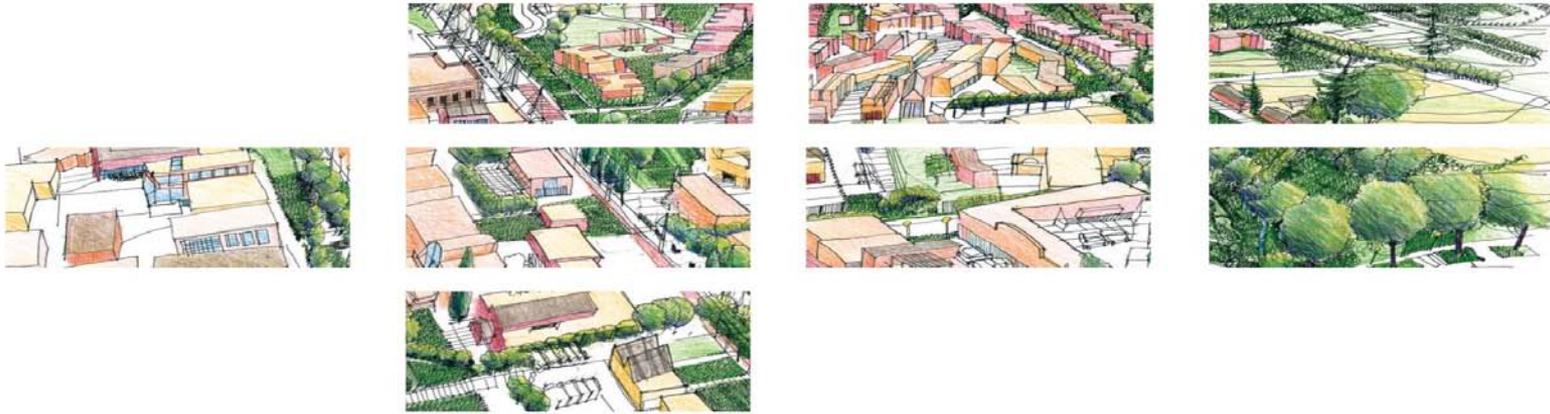
The TGM grant amount is \$223,947. The work will be performed over FY 2010-11 and FY 2011-12. \$169,000 has been allocated for a consultant team (led by Parametrix), \$32,500 to Metro, and \$32,447 to the City.

The City's portion of the project costs is \$61,362 over the current and next fiscal years. The costs are currently budgeted payroll and supplies. Tigard will be reimbursed up to \$32,447. The remaining \$28,915 of Tigard expenses represents the grant match for the project.

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### **Attachments**

PowerPoint



# HCT Land Use Plan Project Kick Off

City Council Briefing  
January 18, 2011



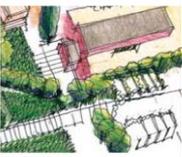
# Presentation Summary

- SW Corridor - The Big Picture  
**5 separate, related plans**
- Land Use Plan Overview
- Key Project Tasks
- Public Involvement

City of  
Tigard

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High  
Capacity  
Transit  
Land  
Use Plan



# SW Corridor - The Big Picture

- 2035 RTP Update
- Introduced:  
Mobility Corridors  
&  
HCT System plan

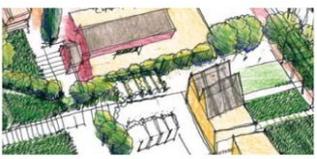
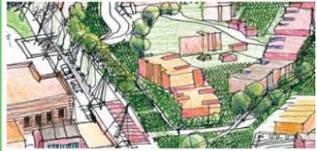
[www.oregonmetro.gov](http://www.oregonmetro.gov)



## 2035 REGIONAL TRANSPORTATION PLAN

December 13, 2007

Approved by the Federal Highway Administration  
and the Federal Transit Administration  
on February 29, 2008.

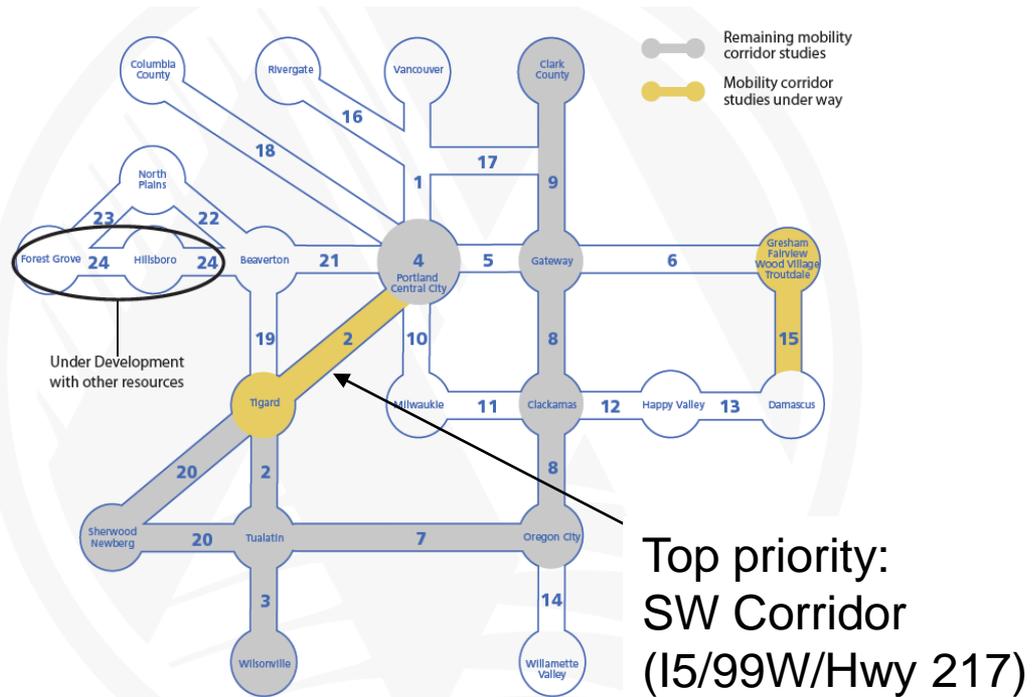


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# SW Corridor - The Big Picture

## ■ RTP: Mobility Corridor





# SW Corridor - The Big Picture

- **Mobility Corridor Planning**  
**(2010-2013)**  
**Multimodal improvements**  
**Integration with adjacent land uses**  
**Alternative mobility standards (Addresses TPR)**
- **State & Regional Funding**  
**Approximately \$6 million**

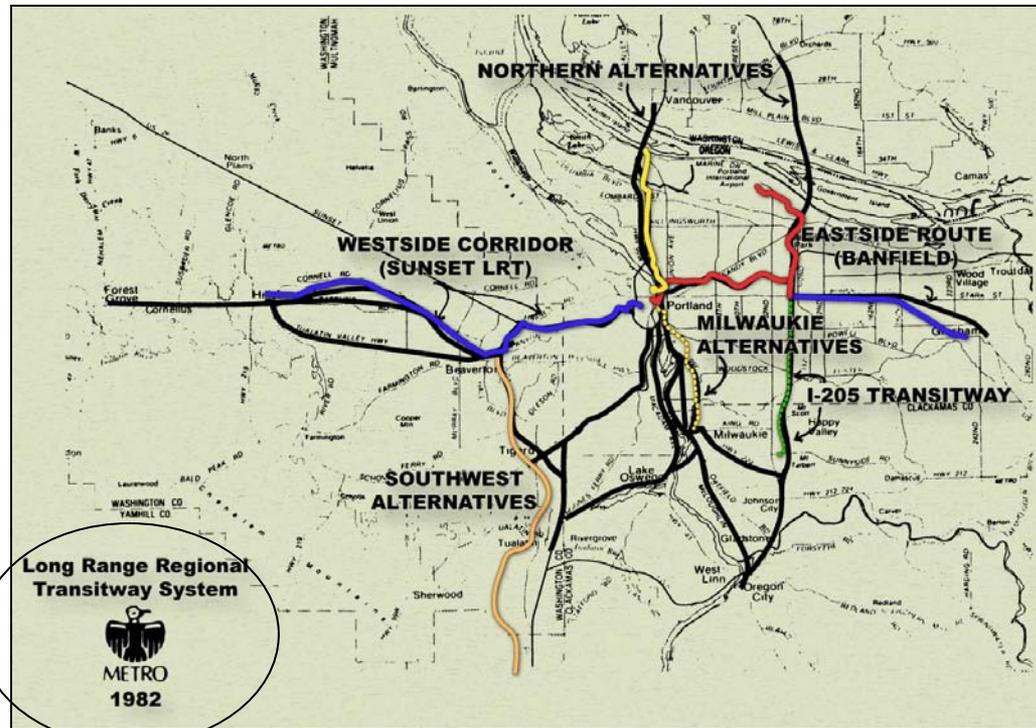
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# SW Corridor - The Big Picture

- 1982: Early transit system plan...



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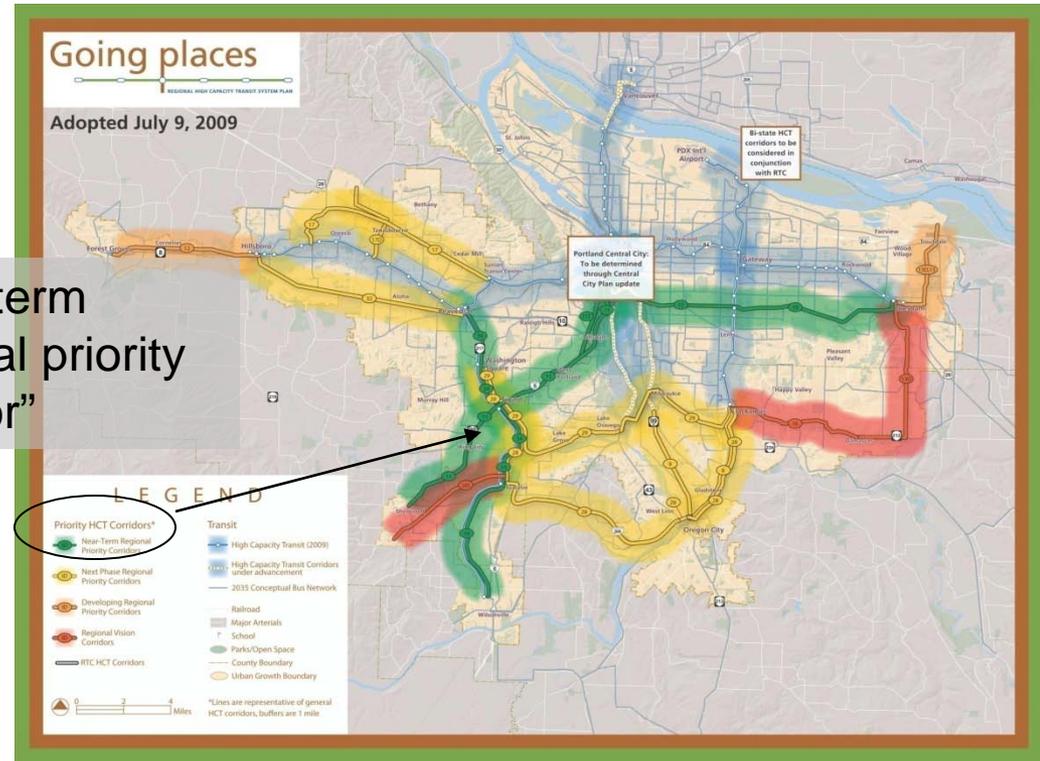
# SW Corridor - The Big Picture

- 2009 HCT System Plan

City of  
Tigard

High  
Capacity  
Transit  
Land  
Use Plan

“Near term  
regional priority  
corridor”





City of  
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Transit  
Land  
Use Plan

# SW Corridor - The Big Picture

- **High Capacity Transit (HCT)**  
Higher frequency & higher speed than typical bus  
More capacity  
Fewer stops  
Often has dedicated right of way
- **Alternatives Analysis  
(2011-2014)**  
Selection of HCT type & alignment for SW Corridor  
“Portland to Sherwood in the vicinity of Hwy 99W”  
FTA Grant to Metro: \$2 million



# SW Corridor - The Big Picture

## ■ Land Use Planning

**Tigard, Portland, Tualatin**

- HCT should support community aspirations
- Convenient access for residents and employees is key to transit success
- Station area land use plans will inform the AA process
- Tigard, Portland, Tualatin are conducting land use plans

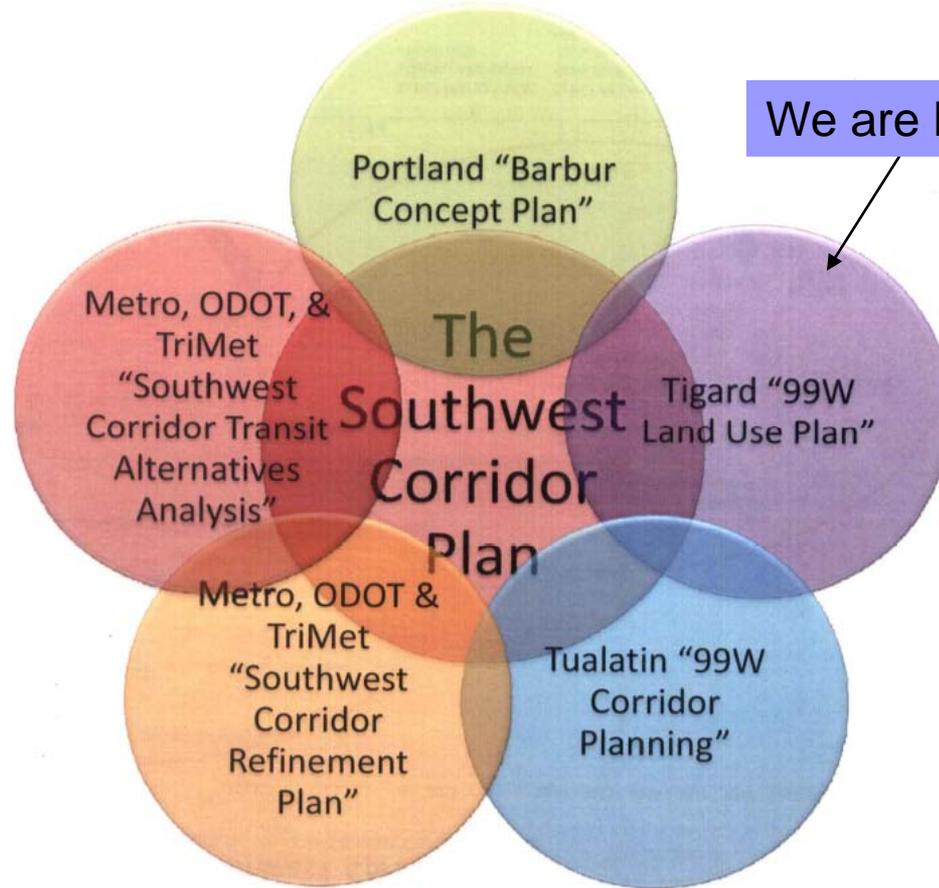


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# SW Corridor - The Big Picture



We are here!

City of Tigard

High Capacity Transit Land Use Plan



# Land Use Plan Overview

- State funded (TGM)
- Jointly awarded to City/Metro
- Consultant team support
- Contract ends: January 2012

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# Land Use Plan Overview

- **Project Outcome**
  - **Conceptual Station Community Plan**
  - **Potential Locations & Typologies**
  - **Informs the Transit Alternatives Analysis**
- **“Typology”**
  - **A transit-oriented station community type**
  - **Different types within the City**
  - **Benchmarks (jobs to housing; people per acre, etc.)**

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# Key Project Tasks

## ■ 1. Set Up

- Conduct stakeholder interviews
- Appoint a Citizens Advisory Committee (CAC)
- Form a Technical Advisory Committee (TAC)
- CAC/TAC meetings (Held on January 5!)

## ■ 2. Existing Conditions/Typologies

- Existing Conditions Report
- Evaluation & Evaluation Criteria
- Tigard Typologies Memo
- CAC/TAC meetings





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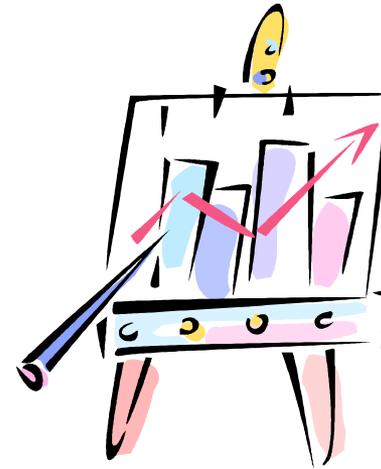
# Key Project Tasks

## ■ 3. Typology & Corridor Analysis

- Station Community Locations
- Conceptual Plan Alternatives & Evaluation
- Project Design Workshop & Public Meeting
- CAC/TAC meetings
- HCT Team activities

## ■ 4. Finalize Plan

- Preferred Alternative
- Open House
- CAC/TAC meetings
- HCT Team activities





# Key Project Tasks

- 5. Final Concept Plan
  - Joint Planning Commission/Council Work Session
  - Final Concept Plan
  - Recommended Comp Plan, Zoning Map, Code changes
  - Continue HCT Team activities

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# Public Involvement Activities

- In the Scope of Work
- Other Common Techniques
- Enhanced Opportunities

More information is available online at:

[www.tigard-or.gov/hct](http://www.tigard-or.gov/hct)

**AIS-322**

**Item #: 4.**

**Workshop Meeting**

**Date:** 01/18/2011

**Length (in minutes):** 20 Minutes

**Agenda Title:** Review of 2011 - 2012 City Council Budget Request

**Submitted By:** Liz Newton  
Administration

**Item Type:** Update, Discussion, Direct Staff

**Meeting Type:**

Council  
Workshop Mtg.

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**ISSUE**

The City Council needs to agree on a budget request for the 2011 - 2012 fiscal year for the city council. The requested budget will then be submitted for consideration with all of the other department budgets.

**STAFF RECOMMENDATION / ACTION REQUEST**

Departments have been instructed to submit a status quo budget. A copy of the current 2010 - 2011 City Council budget is attached as Exhibit "A." Also attached is a draft city council budget for 2011 - 2012 for council consideration (Exhibit "B"). Council should reach consensus on a budget request for 2011 - 2012.

**KEY FACTS AND INFORMATION SUMMARY**

Based on the five-year financial forecast, departments have been asked to hold the line in total spending this coming fiscal year at the current level. That means no increase in total budgets for departments although resources may be reallocated within budgets if needed.

Exhibit "C" summarizes the personal services costs for city council in the next fiscal year along with the current budgets for supplies and services. Based on the budget instructions to departments, council needs to identify at least a 5% reduction on the total or \$13,194. Since the city's contribution to RailVolution was a one time cost, that \$10,000 reduction could count for the majority of the 5% reduction. The attached draft 2011 - 2012 budget reflects that reduction. That leaves \$3,194 in additional cuts for the council to identify. Council may want to consider adjusting the travel and training and/or consultant fee line items.

**OTHER ALTERNATIVES**

Modify the draft budget request to reallocate the funds.

**COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS**

2010 Tigard City Council Long Range Objectives:

"Basic city services provided to citizens are cost effective and are delivered without interruption."

**DATES OF PREVIOUS COUNCIL CONSIDERATION**

None on this proposed budget request.

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**Attachments**

Exhibit "A" 2010 - 2011 Budget

Exhibit "B" Proposed 2011 - 2012

Exhibit "C" Budget Reduction 5% Goal

Exhibit A

ADOPTED  
2011

FUND: 100  
General Fund

# City of Tigard, Oregon

DIVISION: 0500  
Mayor and Council

FY 2008	FY 2009	YTD 2010	Adopted 2010	Budget Resource Summary	Adopted 2011	Assumptions	Chg Pkg	Units	Rate
					58,800				Existing Staff Alloc
22,500	51,664	58,962	58,800	51001 - Salaries - Management	58,800				
22,500	51,664	58,962	58,800	Total Personal Services - Salaries	58,800				
					58				Existing Staff Alloc
45	52	60	59	52001 - Unemployment	58				
					116				Existing Staff Alloc
116	207	209	136	52002 - Worker's Compensation	116				
					4,497				Existing Staff Alloc
1,721	3,952	4,510	4,498	52003 - Social Security/Medicare	4,497				
					402				Existing Staff Alloc
148	345	399	395	52004 - Tri-Met Tax	402				
					54,975				Existing Staff Alloc
32,509	38,911	50,420	54,373	52010 - Medical/Dental/Vision	54,975				
					0				
3,197	3,767	4,633	0	52011 - Dental Benefits	0				
37,736	47,234	60,231	59,461	Total Personal Services - Benefits	60,048				
					5,100	Copy charges based on history			
					800	meeting supplies (cups, coffee filters, clorox wipes, plates, etc.), paper, pens, etc.			
5,655	1,324	444	1,400	53001 - Office Supplies	5,900				
5,655	1,324	444	1,400	Total Supplies	5,900				

FUND: 100  
General Fund

# City of Tigard, Oregon

DIVISION: 0500  
Mayor and Council

FY 2008	FY 2009	YTD 2010	Adopted 2010	Budget Resource Summary	Adopted 2011	Assumptions	Chg Pkg	Units	Rate
					8,000	Consultant's Fee for coaching and two (2) meetings for Council team building			
					400	Interpreter for hearing impaired at Council meetings (upon request)			
					2,500	TVCTV taping of Council Workshop meetings			
3,950	54,839	26,288	61,500	54001 - Professional/Contractual Services	10,900				
					12,000	Legal Counsel regarding Council items			
0	0	17,596	0	54003 - Legal Fees	12,000				
					0				
27	0	0	0	54115 - Vehicle Usage	0				
					0				
1,903	0	0	0	54300 - Advertising & Publicity	0				
					0				
0	0	15,251	0	54301 - Fees and Charges	0				
					32,500	League of Oregon Cities membership			
					3,900	National League of Cities membership (pd \$3813 on 11/17/09)			
					150	Oregon Mayor's Association for Mayor Dirksen			
					100	Other publications for Councilors			
					2,500	Vision Action Network			
					4,850	Westside Economic Alliance membership			
51,180	40,939	10,643	44,040	54302 - Dues & Subscriptions	44,000				
					20,000	\$5,000 per Councilor to cover training of their choice.			
					1,500	Business meals that are outside regular council meetings (WEA forum breakfasts, 1:1 meetings with Metro and other jurisdictions, regional Mayor's dinner)			
					1,400	Council meals before regularly scheduled Council meetings			
					9,000	Mayor's training budget for conferences and meetings			
15,693	18,759	20,018	27,700	54303 - Travel and Training	31,900				
					1,500	2-color enamel City Pins with logo			
					10,000	Contribution to October 2010 RailVolution National Conference as a host city. 03302010 - Per CP minimum contribution is \$10K not \$5K			

FUND: 100  
General Fund

# City of Tigard, Oregon

DIVISION: 0500  
Mayor and Council

FY 2008	FY 2009	YTD 2010	Adopted 2010	Budget Resource Summary	Adopted 2011	Assumptions	Chg Pkg	Units	Rate
2,726	865	1,384	18,251	54311 - Special Department Expenses	13,900	2,400 Recognition, awards, florist (funeral, illness) from Council City Promotional Items for visiting dignitaries and school age visitors.			
75,479	115,402	91,180	151,491	Total Services	112,700				
0	0	0	65,336	58000 - Interdepartmental Costs	62,282	66,485 Central Service -4,203 FIS/CM Reallocation Savings 0 Fleet & Property			
0	0	6,630	0	58100 - Indirect Charges- City Management	0				
0	0	15,018	0	58150 - Indirect Charges- Records	0				
0	0	12,523	0	58200 - Indirect Charges- Finance Administration	0				
0	0	23,338	0	58230 - Indirect Charges- Technology	0				
0	0	57,509	65,336	Total Internal Services	62,282				
141,370	215,624	268,325	336,488	Total Requirements	299,730				
141,370	215,624	268,325	336,488	Total Mayor and Council	299,730				

FUND: 100  
General Fund

# City of Tigard, Oregon

DIVISION: 0500  
Mayor and Council

FY 2009	FY 2010	YTD 2011	Adopted 2011	Budget Resource Summary	Requested 2012	Assumptions	Chg Pkg	Units	Rate
					60,725				
					0				Existing Staff Alloc
51,664	58,962	0	58,800	51001 - Salaries - Management	60,725				
51,664	58,962	0	58,800	Total Personal Services - Salaries	60,725				

FUND: 100  
General Fund

# City of Tigard, Oregon

DIVISION: 0500  
Mayor and Council

FY 2009	FY 2010	YTD 2011	Adopted 2011	Budget Resource Summary	Requested 2012	Assumptions	Chg Pkg	Units	Rate
					0				
					423				Existing Staff Alloc
52	60	0	58	52001 - Unemployment	423				
					0				
					119				Existing Staff Alloc
207	209	0	116	52002 - Worker's Compensation	119				
					0				
					4,644				Existing Staff Alloc
3,952	4,510	0	4,497	52003 - Social Security/Medicare	4,644				
					0				
					420				Existing Staff Alloc
345	399	0	402	52004 - Tri-Met Tax	420				
					6,680				Existing Staff Alloc
0	0	0	0	52005 - Retirement	6,680				
					1,822				Existing Staff Alloc
0	0	0	0	52006 - Retirement - 3% ER Match	1,822				
					3,000				Existing Staff Alloc
0	0	0	0	52007 - VEBA - ER	3,000				
					2,100				Existing Staff Alloc
0	0	0	0	52008 - Life Ins/ADD/LTD	2,100				
					0				
					65,356				Existing Staff Alloc
38,911	50,420	0	54,975	52010 - Medical/Dental/Vision	65,356				
					0				
3,767	4,633	0	0	52011 - Dental Benefits	0				
47,234	60,231	0	60,048	<b>Total Personal Services - Benefits</b>	<b>84,564</b>				

FUND: 100  
General Fund

# City of Tigard, Oregon

DIVISION: 0500  
Mayor and Council

FY 2009	FY 2010	YTD 2011	Adopted 2011	Budget Resource Summary	Requested 2012	Assumptions	Chg Pkg	Units	Rate
					5,100	copy charges based on history			
					800	meeting supplies (cups, coffee, filters, clorox wipes, plates) paper, pens, etc.			
1,324	444	0	5,900	53001 - Office Supplies	5,900				
1,324	444	0	5,900	Total Supplies	5,900				

FUND: 100  
General Fund

# City of Tigard, Oregon

DIVISION: 0500  
Mayor and Council

FY 2009	FY 2010	YTD 2011	Adopted 2011	Budget Resource Summary	Requested 2012	Assumptions	Chg Pkg	Units	Rate
					8,000	consultant fee for coaching and 2 meetins for council team building			
					400	Interpreter Services for hearing impaired at Council meetings (upon request)			
					2,500	TVCTV taping of Council workshop meetings			
54,839	26,288	0	10,900	54001 - Professional/Contractual Services	10,900				
					12,000	Jordan Schrader Ramis counsel regarding council items			
0	17,596	0	12,000	54003 - Legal Fees	12,000				
					0				
0	0	0	0	54115 - Vehicle Usage	0				
					0				
0	0	0	0	54300 - Advertising & Publicity	0				
					0				
0	15,251	0	0	54301 - Fees and Charges	0				
					32,500	League of Oregon Cities Membership			
					3,900	National League of Cities Dues			
					150	Oregon Mayors Assn dues for Mayor Dirksen			
					100	other publications for councilors			
					2,500	Vision Action Network			
					4,850	Westside Economic Alliance membership			
40,939	10,643	0	44,000	54302 - Dues & Subscriptions	44,000				
					1,500	Business meals that are outside regular council meetings (WEA forums, meetings with Metro and other jurisdictions, regional Mayor's dinner)			
					1,400	Council meals before regularly scheduled Council meetings			
					20,000	Councilors training budget - \$5000 per councilor			
					9,000	Mayor's training budget for conferences and meetings			
18,759	20,018	0	31,900	54303 - Travel and Training	31,900				
					1,500	2-color enamel city pins with logo			
					0	Contribtuion to October 2010 Railvolution national conference as host city			
					2,400	recognition, awards, florist (funeral, illness) from Council. Promotional items for visiting dignitaries and school age visitors			
865	1,384	0	13,900	54311 - Special Department Expenses	3,900				

FUND: 100  
General Fund

# City of Tigard, Oregon

DIVISION: 0500  
Mayor and Council

FY 2009	FY 2010	YTD 2011	Adopted 2011	Budget Resource Summary	Requested 2012	Assumptions	Chg Pkg	Units	Rate
115,402	91,180	0	112,700	Total Services	102,700				
					62,282	Interdepartmental total			
0	0	0	62,282	58000 - Interdepartmental Costs	62,282				
					0				
0	6,630	0	0	58100 - Indirect Charges- City Management	0				
					0				
0	15,018	0	0	58150 - Indirect Charges- Records	0				
					0				
0	12,523	0	0	58200 - Indirect Charges- Finance Administration	0				
					0				
0	23,338	0	0	58230 - Indirect Charges- Technology	0				
					0				
0	57,509	0	62,282	Total Internal Services	62,282				
215,624	268,325	0	299,730	Total Requirements	316,171				
215,624	268,325	0	299,730	Total Mayor and Council	316,171				

FY 2012  
Budget Reduction 5% Goal  
Mayor Council

Exhibit "C"

Items	Budget Line Items	Requested Amount	Totals
<b>Personal Services</b>	Council Stipends/Salary	\$ 60,725	
	Council Benefits	\$ 84,564	
	<i>Subtotal Salaries/Benies</i>		<b>\$ 145,289</b>
<b>Materials &amp; Services</b>	Office Supplies	5900	
	Professional/Contractual Services	10900	
	Legal Fees	12000	
	Dues & Subscriptions	44000	
	Travel & Training	31900	
	Special Dept. Expense	13900	
	<i>Subtotal M&amp;S</i>		<b>\$ 118,600</b>
<b>Total Budget Request</b>			<b>\$ 263,889</b>
<b>5% Budget Reduction Goal</b>			<b>\$ 13,194</b>

AIS-334

Item #: .

**Workshop Meeting**

**Date:** 01/18/2011

**Length (in minutes):** 10 Minutes

**Agenda Title:** Discuss Draft 2011 City Council Goals

**Submitted By:** Cathy Wheatley  
Administration

**Item Type:** Update, Discussion, Direct Staff

**Meeting Type:** Council Workshop Mtg.

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**ISSUE**

Discuss proposed list of 2011 Council Goals.

**STAFF RECOMMENDATION / ACTION REQUEST**

Discuss goals and give direction to staff to make changes or edits to the goals and schedule for final approval on January 25, 2011.

**KEY FACTS AND INFORMATION SUMMARY**

- The City Council met on December 30, 2010, to set goals for 2011.
- Joe Hertzberg facilitated this meeting and prepared a list of proposed final goals that Council members selected as their top priorities after an afternoon of discussing, brainstorming and attaining areas of consensus among the members.
- Council received a draft of the proposed final goal list with the request to provide the City Recorder with proposed edits.
- The attached list reflects a few word changes submitted by Mayor Dirksen. A preamble was also prepared and inserted at the top of the goal list, which is similar to the format adopted by the City Council last year.
- Councilor Henderson noted the Five-Year Goals and the Long-Term Goals, developed by the Council in 2010, were not carried forward on the 2011 goal list. These goals are listed below for Council discussion and to determine if these should be reworded or left as is on this year's list of goals.

**Five-Year Council Goals**

- Obtain Ash Street railroad crossing in downtown
- Explore 99W Urban Renewal District
- Continue to support the Legislature in addressing the financial needs of state and local governments in Oregon
- Develop long-term financial strategy
- Start implementing plan for City facility needs
- Develop Sustainability Plan

**Long-Term Council Goals**

- Continue pursuing opportunities to reduce traffic congestion
- Continue implementing Downtown Urban Renewal Plan
- Continue to monitor the Tigard/Lake Oswego Water Partnership

## **OTHER ALTERNATIVES**

Revise the goal statements.

## **COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS**

These goals will be used to set staff priorities for the next year. Staff will prepare quarterly status reports on progress towards achievement of these goals.

## **DATES OF PREVIOUS COUNCIL CONSIDERATION**

December 30, 2010.

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### **Attachments**

Draft 2011 Tigard City Council Goals

## 2011 TIGARD CITY COUNCIL GOALS

*On December 30, 2010, the City Council met to set its goals for the coming year. These goals represent those items that the Council feels deserve special attention in the months ahead. The City will accomplish much more than what is listed here, but we identify these to be of particular importance to our residents.*

1. Implement Comprehensive Plan
  - a. Show substantial progress on new Tigard Triangle Master Plan.
  - b. Update Tree Code.
  - c. Participate in the Southwest Corridor Study.
  - d. Work with state and regional partners to modify the Transportation Planning Rule.
  - e. Work with partners on urbanization policy issues.
2. Implement Downtown and Town Center Redevelopment Opportunities
  - a. Develop strategy and materials to attract developers and tenants.
  - b. Advance Ash ~~Street~~ Avenue Railroad Crossing.\*
3. Complete Plans for Parkland Acquisition
4. Advance Methods of Communication
  - a. ~~Make e~~Communication is a part of everyone's job.\*
  - b. Support efforts to change organizational culture.
5. Continue Coordination with Lake Oswego on Water Partnership.
6. Financial Stability
  - a. Hold the line on the General Fund Budget.
  - b. Work with partners on long-range solutions to statewide structural problems.
  - c. Evaluate the City's internal sustainability efforts.

\*Wording changes proposed by Mayor Dirksen.

