



## City of Tigard Business/Workshop Meeting - Minutes

### **TIGARD CITY COUNCIL & CCDA**

**MEETING DATE AND TIME:** October 18, 2011 – 6:30 p.m.

**MEETING LOCATION:** City of Tigard – Town Hall  
13125 SW Hall Blvd., Tigard, Oregon 97223

### **STUDY SESSION**

Mayor Dirksen called the Study Session to order at 6:30 p.m.

Council present: Mayor Dirksen, Council President Buehner, Councilor Henderson and Councilor Woodard. Councilor Wilson was absent.

Staff present: Interim City Manager Newton, Assistant to the City Manager Mills, Public Works Director Koellermeier, Community Development Director Bunch, Human Resources Director Zodrow, Attorney Jeff Bennett and Deputy Recorder Krager

Press Present: Sally Ho, The Oregonian

### **EXECUTIVE SESSION**

The Tigard City Council entered into an executive session called under ORS 192.660(2) (h) – pending litigation, at 6:30 p.m. The executive session ended at 6:39 p.m.

### **STUDY SESSION**

City Attorney Bennett summarized for council the proposed city manager employment agreement with Marty Wine. He said the basic terms are substantially the same as the former city manager's contract. Annual compensation is \$140,000. The city's retirement contribution begins two months after the hire date, which is standard in the industry. Health benefits are the same as those that other city employees receive. Ms. Wine has asked for 40 hours of PTO (Personal Time Off) to be awarded as of the date of hire, instead of after two months which is standard practice. She will continue to accrue PTO at a rate that is consistent with her twenty years of public service. City Attorney Bennett said that is not unusual.

City Attorney Bennett noted that there is a rent subsidy as well as moving expenses, which are capped at \$10,000. The city will pick up professional membership dues. He said the agreement has an initial five-year term which automatically renews for one-year time periods, subject to the right of either party to cancel the agreement at any time. In the event of a separation, Ms. Wine would receive six months' salary as severance in a lump sum amount and six months of benefits, unless hired elsewhere.

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Council discussed the agreement. Mayor Dirksen said he asked Ms. Wine what her first priorities would be after she arrived in Tigard and she said council goals and the budget, which he thought was the right focus.

## 1. BUSINESS AND WORKSHOP MEETING

- A. At 7:08 p.m. Mayor Dirksen called to order the Tigard City Council and City Center Development Agency (CCDA) meeting.
- B. Deputy City Recorder Krager called the roll.

	Present	Absent
Council President Buehner	x	
Mayor Dirksen	x	
Councilor Henderson	x	
Councilor Wilson		x
Councilor Woodard	x	

- C. Pledge of Allegiance
- D. Council Communications & Liaison Reports - Mayor Dirksen said he attended the League of Oregon Cities Conference in Bend and would give a report at the end of the meeting.
- E. Call to Council and Staff for Non-Agenda Items - None

## 2. CONSIDER CITY MANAGER EMPLOYMENT AGREEMENT

Human Resources Director Zodrow referred to the council discussion held in the study session earlier and said the new city manager's employment contract is based in part on the ICMA (International City/County Management Association) agreement form. She said it has traditional clauses as well as specific items for Ms. Wine. She said it is a five-year contract with annual compensation of \$140,000.

Mayor Dirksen said it was a very typical contract for a city manager. He commented that he is very excited that Marty Wine is coming to the City of Tigard and it is a good time of year for her to come on board so she can be involved in council goal setting, scheduled for early December.

Council President Buehner moved for approval of the proposed city manager employment agreement. Councilor Henderson seconded the motion.

Councilor Henderson commented that she has already been engaged and involved with meeting staff and the executive team, and has toured city buildings. Interim City Manager Newton said she

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has met with her regarding current issues. She noted that Ms. Wine mentioned several times how impressed she was with the work the city and council are doing.

Mayor Dirksen asked for a vote. The motion passed unanimously by council present to approve the city manager agreement with Marty Wine. Mayor Dirksen announced that Ms. Wine's official starting date is December 1, 2011.

	Yes	No
Council President Buehner	x	
Mayor Dirksen	x	
Councilor Henderson	x	
Councilor Wilson		Absent
Councilor Woodard	x	

## WORKSHOP MEETING

### 3. RECEIVE THIRD QUARTER COUNCIL GOAL UPDATE

Executive Staff present: Interim City Manager Newton, Assistant to the City Manager Mills, Administrative Services Manager Robinson, Community Development Director Bunch, Human Resources Director Zodrow, Public Works Director Koellermeier, Police Chief Orr and Library Director Barnes.

#### 1. Implement Comprehensive Plan

**a. Show substantial progress on new Tigard Triangle Master Plan** - Community Development Director Bunch said substantial progress has been made on the new Tigard Triangle Master Plan. The planning commission reviewed the high-capacity station locations and took a field trip to look at the Triangle from the perspective of urban design

**b. Updating the Tree Code** - All drafts are complete and open houses are planned. A mailing will be sent to all property owners that might be affected by the Tree Code. This is required by the state whether or not someone has trees on their property.

**c. Participate in the Southwest Corridor Study** - Staff is nearing the final proposal of the high capacity transit land use plan. Once complete, staff will meet with the City Council and Planning Commission and describe implementation steps. The High-Capacity Transit Plan and SW Corridor Plan are joined and will be phased in over a long period of time. The city is involved at several levels. The Mayor serves on the Steering Committee; Community Development Director Bunch is in the Project Management Group; and Senior Transportation Planner Gray and Planner Daniels are involved at the project and public-involvement levels.

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**d. Work with state and regional partners to modify the Transportation Rule (TPR)** – The Southwest Corridor Plan is the vehicle by which the city will begin to see changes made to the TPR. Of significance is that the Land Conservation & Development Commission (LCDC) and the Oregon Transportation Commission have met and developed some recommendations that will be good for cities. A report on this will be presented to council at a future meeting.

**e. Work with partners on urbanization policy issues** - Progress was made on this. Mayor Dirksen and others lobbied extremely well to get 51 acres to make a contiguous connection to Area 63. Metro will vote on the Urban Growth Boundary expansion this week. The city will meet with property owners requesting annexation in Area 64, also called River Terrace.

## **2. Implement Downtown and Town Center Redevelopment Opportunities**

**a. Develop strategy and materials to attract developers and tenants.** Community Development Director Bunch said the city is hosting a developers' forum. Leland Consulting completed a five-year assessment of the urban renewal district. City staff met with developers, and there is more interest in the downtown lately. Consultant Michele Reeves worked on retail marketing and revitalization recommendations. A proposal to form a downtown leadership organization is forthcoming. A downtown webpage was developed and is continually updated. The web address is [downtowntigard.org](http://downtowntigard.org). Community Development Director Bunch said was a recruitment effort to hire a person to work with developers.

Councilor Henderson asked about the individual recently selected to work with developers. Community Development Director Bunch said an offer was made to someone but they declined. He agreed that Tigard needs to employ a person on a half-time basis to work with developers.

**b. Advance Ash Avenue railroad crossing** - Public Works Director Koellermeier said there will be a full presentation on Ash Avenue at the next council meeting.

## **3. Complete Plans for Parkland Acquisition**

Public Works Director Koellermeier said staff and the Parks and Recreation Board (PRAB) have identified potential park land for purchase. Staff is currently running these properties through a due diligence process. Council approved a select group of properties and staff anticipates bringing them to council for action before the end of the year. The Summer Creek Park education program, which was paid for by a grant, is in process. He said the city retained a program manager who bundled projects for Summer Creek, the Fanno Creek House and Jack Park to get these projects moving through the land use and public process.

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#### 4. Advance Methods of Communication

**a. Communication is a part of everyone's job** - Administrative Services Manager Robinson said Web Services Coordinator Lof created *City at your Fingertips* which serves as an access point to a variety of online services provided by the city. Ms. Lof works with city departments to help them get their message across through the website. She has worked with the GIS team to get *MapAps*, which will enable citizens to click on a link to access maps with dynamic information. As the city updates information on maps, they are immediately accessible to citizens through the website.

Administrative Services Manager Robinson said the city's logo is now a registered trademark. Webpages reflect the registered logo and print materials will be changed as they are updated.

The city received a request from the League of Oregon Cities Local Focus magazine to submit an article on the process used to develop the logo and tagline. She gave council a copy of the article, "The Tigard Brand: Professional Communication in a Clear and Concise Style." A copy of the article is in the packet for this meeting.

Administrative Services Manager Robinson responded to a question from Councilor Henderson regarding accessing property information through Tigard Maps.

**b. Support efforts to change organizational culture** - Human Resources Director Zodrow said culture is changing every day due to the efforts of city employees. She said city hiring authorities are taught to inquire about the values and the candidate's belief and support for them. The library staff takes a few moments daily to discuss how employees are living these values. Public Works is using the values as filters for public complaints. Managers are tying an employee's performance to the city values when doing evaluations. Risk Management uses the values to help injured employees understand how workers compensation functions. The Police Department background investigators use these values in background checks.

Assistant to the City Manager Mills said the City of Tigard's employees earned the Silver Safety award from the League of Oregon Cities. She said this was the fourteenth year in a row that City of Tigard employees earned the silver or gold award for doing their work safely.

Ms. Mills told council that insurance costs have risen dramatically since the beginning of the year. She said due to the earthquake in Japan and the flooding in the United States, it is difficult to purchase insurance at reasonable rates. Premiums have increased two- to three-hundred percent. She is working with the city's broker on properties that are difficult to insure such as Cook Park, which lies in a flood plain. The good news is that Tigard will not need to buy insurance until July.

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## 5. Continue Coordination with Lake Oswego on Water Partnership

Public Works Director Koellermeier said all aspects are going ahead at full speed. He said the partnership is working through the land use processes in Gladstone and is ready to start this in West Linn. Headway was made in pipeline route selection. The City Council will receive a thorough briefing at the Joint Lake Oswego and Tigard City Council meeting scheduled for November 14, 2011. Council President Buehner mentioned that the pilot plant is producing water in small amounts now.

Mayor Dirksen added that he and Council President Buehner serve on the oversight committee for the water partnership and meet monthly to address policy issues. He said they receive regular updates and there are challenges. Time to meet those challenges is being worked into the project schedule and he is confident that everything is moving forward satisfactorily.

Councilor Henderson referenced a public outreach event regarding the water partnership held last evening at the Tigard Public Library. Public Works Director Koellermeier said only three citizens attended but it was well worth staff's energy and time to explain the facts and figures and clear up some myths. He said city staff is always available to attend neighborhood association meetings and make presentations on the water project. Mayor Dirksen said many meetings have been held in West Linn, where project infrastructure impacts several neighborhoods.

## 6. Financial Stability

**a. Hold the line on the general fund budget** - Interim City Manager Newton said the budget was published and is also available online. At the Budget Committee workshop meeting in September there was a good discussion about the direction of a long-term strategic financial plan. This plan will move forward in the next quarter.

**b. Work with partners on long-range solutions to statewide structural problems** – Interim City Manager Newton commented that Senator Burdick and Representative Doherty were at the August 9, 2011 council meeting to present an overview of the 2011 legislative session. The legislature will be in session in February of 2012 and council will be asked about their legislative priorities in the next quarter.

**c. Evaluate the city's internal sustainability efforts** - Public Works Director Koellermeier said the new Public Works Business Manager Michelle Wright discussed the city's sustainability program with council at a recent meeting and received some guidance. The city is implementing those recommendations.

**Quarterly Overview from the Police Department** - Chief Orr said 16 Tigard neighborhoods were involved in National Night Out. Tigard police visited 600 citizens. Chief Orr said Mayor Dirksen rode along in a police vehicle with him that night. Mayor Dirksen noted that National Night Out this year was used by one new neighborhood as a way to meet each other.

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The in-car video systems were installed in all police vehicles, including motorcycles. Chief Orr said Tigard is the first police department in Oregon to install them on motorcycles. One advantage is that the video can be played in court directly from the system. In response to a previous request from council, Chief Orr said he is working with the Washington County Sheriff's office on fireworks education and enforcement methods. Tualatin Valley Fire and Rescue is assisting with the education component. A unified proposal will be enforced equally across Washington County and will be in place prior to next year's Fourth of July holiday.

**Quarterly Overview from the Library** - Library Director Barnes noted that this quarter saw the end of the summer reading program and the Community Reads program, featuring *The Right Stuff*, by Tom Wolfe. Tigard's 50<sup>th</sup> birthday celebration was held in the library's community room. She said the library is beginning analysis for the radio frequency identification tagging that all libraries in Washington County plan to implement over the next few years. This will increase efficiencies in check-in and check-out operations.

Councilor Henderson asked about the park area on the corner of Hall Boulevard and Pacific Highway. Public Works Director Koellermeier said it is not a park but is a vacant lot that he had public works staff clean up and plant. Councilor Henderson said it complemented ODOT's work in the area. Redevelopment Project Manager Farrelly said the corner is under consideration for a temporary public art location. Mayor Dirksen said that because the area's long-term development is unknown he did not want to devote a lot of time and money toward it, but the city may want to put something in temporarily such as a water feature while awaiting future development.

Council President Buehner asked why the City of Tigard signs do not have the updated population figure. Public Works Director Koellermeier said he would look into this.

#### 4. DISCUSS CONCEPT DESIGNS FOR PACIFIC HIGHWAY/McDONALD STREET/GAARDE STREET INTERSECTION IMPROVEMENTS

Senior Project Engineer McCarthy introduced ODOT Project Manager Tim Wilson who was in attendance to give ODOT's perspective on this project. Senior Project Engineer McCarthy distributed to council large-sized copies of the project options. He noted that concepts for Pacific Highway/McDonald/Gaarde Street were first discussed with council on August 9, 2011. He said the first phase was to identify options for improving the intersection. The next phase is to narrow them to a few final options to receive detailed evaluation. He said he heard from council that the project needs to make a significant difference, increase safety and capacity for the future, but also provide the most public benefit with the funding anticipated to be available. He said staff has met with the Tigard Transportation Advisory Committee (TTAC) and held a public open house, and talked about the project at the Tigard Farmers Market.

ODOT Project Manager Wilson discussed funding sources for this project. He said the \$1 million ODOT committed to start the project was disbursed from OTIA funds from an I-5/99W project that ended. ODOT is funding a feasibility study for this intersection with \$150,000 of that

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amount, leaving \$850,000. Federal STIP project funding for \$3 million is also available for this project. He said the next step for ODOT is to determine how to create a project that fits the available funding.

Senior Project Engineer McCarthy distributed larger-sized concept descriptions and a list labeled 99W/Gaarde/McDonald Intersection: Performance of Alternatives against No-build, Year 2035 AM and PM Peak Hour. This is in the packet for this meeting. He described each concept.

- Concept A widens all approaches and provides enough capacity for 2035 but is costly.
- Concept B widens approaches to Gaarde/McDonald only and could be in the range of available funding.
- Concept C widens Pacific Highway only and gains two-thirds of the advantages of Concept A. There are fairly significant crossings and right-of-way access, which would greatly impact area businesses. There are several variations to Concept C.
- Concept D redirects northbound left turns and widens Pacific Highway.
- Concept E is an idea proposed by the citizen committee and includes indirect left-turn loops but it doesn't help capacity. While it adds safety, it doubles the number of cars in the intersection.
- Concept F realigns east/west intersections and would slightly improve capacity.
- Concept G is a combination of widening all streets, adding one intersection, diverting traffic left off of Gaarde and a southbound left lane winding around the Elmer's restaurant. Diverting the northbound left traffic is an issue.
- Concept H is a grade-separation interchange. This is the most costly and it is not resolved how it would connect with adjacent businesses.

Council President Buehner said Washington County was considering the interchange in Concept H ten years ago. She suggested using backage roads, such as 105<sup>th</sup> and cutting through Gaarde. She said if the concern is that the right of way is too narrow, then an old backage road could be used to send southbound traffic to the Canterbury light to get them out of the Pacific/Gaarde/McDonald intersection. Senior Project Engineer McCarthy said the project team can take a look at those possibilities once the final options are identified.

Senior Project Engineer McCarthy said the project team considered that they may not need to design to the 2035 capacity now. They suggested making some changes, as was done at Pacific/Greenburg/Hall, to make a significant difference now and if the estimated demand materializes, add additional improvements later.

Senior Project Engineer McCarthy said the project team recommends Options B and C but they also recommend carrying through Option A, essentially to answer the cost question. He said the project team met with the Tigard Transportation Advisory Committee, which came to the same conclusion and saw Options B and C (and variations on those themes) as the most likely to accomplish what is needed. They also would like the question answered about the cost of Option A.

Councilor Henderson asked what the advantages of Option C-3 are over Option C. Senior Project Engineer McCarthy said the main advantage is that it is much less expensive. He said

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C-3 would still give the afternoon peak hour advantages of Option C, but it would not require widening the east side of Pacific Highway.

Council President Buehner requested that backage roads closed by ODOT 20 or 30 years ago be considered, particularly from northbound Pacific Highway turning onto Gaarde Street. She also said the through-traffic on Pacific Highway is not prepared for cars making U-turns. Senior Project Engineer McCarthy assured her that any concept chosen will include a significant access- management analysis component.

Councilor Woodard asked how difficult it would be to phase in Concepts B and C, and commented that B and C equal A. He said Concept C has the highest return on investment.

Senior Project Engineer McCarthy said it doesn't matter which one is built first; the other can be built later if the model traffic demands materialize.

Councilor Woodard commented that concept G seemed too expensive and was unrealistic. Mayor Dirksen said the human cost, in terms of lost right of way and impacts on adjacent businesses, is too high. He said the recommendation is to look for what is economically feasible with the least amount of impact.

The council consensus was to accept the recommendations of the project team of Concepts B & C and costing out Concept A. Council President Buehner requested consideration for reopening and using backage roads.

Mayor Dirksen complimented staff on the presentation materials and said it made comparing the relative benefits of each option much more clear. Senior Project Engineer McCarthy acknowledged the assistance of DKS Associates with putting the materials together, and noted that they are available on the city's website.

At 8:27 p.m. Mayor Dirksen called to order the City Center Development Agency.

## 5. CITY CENTER DEVELOPMENT AGENCY - REVIEW FIVE YEAR ASSESSMENT OF TIGARD URBAN RENEWAL ACTIVITIES

Project Manager Farrelly said it has been five years since Tigard citizens voted in urban renewal. As the city is one quarter of the way through the 20-year time period it is an appropriate time to assess urban renewal progress and look ahead to future plans. Staff asked Leland Consulting Group to provide an assessment and help develop criteria for the urban renewal plan. Chris Zahas, Managing Principal of Leland Consulting was present to summarize their review.

Consultant Zahas said they did a market review and took another look at demographic and market segments. He said they asked, "What can downtown Tigard capture?" and then after looking at completed work asked, "What can be leveraged?" He noted that their work was short-term, designed to take Tigard through the next five years. He recommended that Tigard evaluate their progress again after five years. He presented a PowerPoint slide show.

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Consultant Zahas discussed demographics and noted that baby boomers and Generation Y are entering an energetic phase of residential needs. Both groups are increasingly looking towards rental, senior housing, in-fill and in-town housing in cities. Other shifts show the number of households with children is decreasing. He showed council a chart indicating apartment vacancies are as low as two to three percent, a historic low. He said the economy is driving this but it is also attributable to demographic and generational shifts. The younger generation is quite mobile, wanting to travel and delay putting down roots. He said as more people delay marriage and child rearing, the typical suburban, single-family neighborhood is also going to be delayed as their neighborhood of choice. Having greater opportunities for living downtown, such as transit, shops, and parks within walking distance helps to retain these residents.

Consultant Zahas said there has been no recent demand for office space and suburban markets are not going to require new office space for many years. He suggested that office space is not a priority for downtown Tigard. He said retail is currently down but in the context of a downtown, there were niche retail areas and Consultant Michele Reeves has spoken about those. He said condominium demand will not increase in the next five years, partly due to financing issues, but also because rentals are more desired currently.

Consultant Zahas studied what has been completed in downtown Tigard in the last five years. He noted that even within a down economy there have been changes and building activity in the downtown area. He highlighted the completion of Burnham Street and the Knoll. He said the Knoll is non-profit and tax-exempt so it does not support the tax increment financing, but directly reflects the demand for senior and rental housing in a downtown area. He pointed to storefront improvements such as the Tigard Liquor Store and Main Street Stamp and Stationery. He said the momentum and investments occurring downtown put Tigard in an extremely positive position.

Regarding development strategy, Consultant Zahas said they started with the same four goals identified in the implementation plan. The four goals were:

- Encourage and facilitate redevelopment projects
- Improve Fanno Creek Park and develop an open space system
- Develop a comprehensive transportation and circulation projects
- Focus on downtown leadership and organizational capacity

This led to developing project criteria with staff. Projects already in the plan and some new ones were filtered through the following criteria:

- Tax increment creation (This is the main purpose of an urban renewal area.)
- Catalytic potential (Will it seed subsequent projects that will bring in investments over years)
- Housing amenities (Is it a project that creates amenities that will draw residents?)
- Project readiness (Is it a project that is ready to go in the short term? Is it the continuation of a project or program already in place?)

Consultant Zahas discussed his prioritized investment actions.

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- New Development Loan/Grant Program – \$200,000 annually for five years. He said this opportunity fund would encourage development and the city should consider Burnham Street as a focus area to leverage the street improvements.
- Rehabilitation or Redevelopment Program – \$75,000 each year for five years. This existing program is very visible and successful. It provides good leverage for little investment. He recommended the focus be on Burnham and Main Streets.
- Technical Assistance Program – \$60,000 each year for five years. This is already being done through development opportunity and economic feasibility studies. It will help engage private developers and owners.
- Property Acquisition – Budget to be determined. Land assembly is a powerful tool for urban renewal agencies because it is such an incentive for private development particularly in an inefficient, fractured downtown with many property owners. Non-urban renewal funds might be accessible to loan to the CCDA if an opportunity comes. The five-year focus should be on housing opportunity sites.
- Redevelop public works yard – Budget to be determined. This public property is located on Burnham Street, a highly walkable streetscape that is adjacent to Fanno Creek Park and close to the library. It is an ideal opportunity area to provide a catalytic residential project.
- Fanno Creek Park Improvements. - \$400,000 from urban renewal funds would close the financing gap for this downtown asset and be enough to replace the bridges over sensitive areas. This amenity would attract residents and build off the investment made on Burnham Street.
- Plazas – Budget to be determined. A plaza has been part of the Downtown Improvement Plan and the Urban Renewal Plan for many years. Plazas are great places for a wide range of activities. The location and any necessary site improvements are unknown at this time but this should be an area of focus in the next five years.
- Main Street Green Street Project - \$255,000 for fiscal year 2012-13. This project is already funded and the contribution from urban renewal supports it. The strategic part of this project is leveraging it with private investment in storefronts, retailers and housing.
- High Capacity Transit – Budget to be determined. This is a long-term regional vision that will have a connection to downtown Tigard. There are no specific projects identified today but it is a placeholder because of its significance as a focus from a land-use perspective over the next five years
- Downtown organization – \$50,000 in 2011-12 He acknowledged that some progress has been made towards this development strategy and this amount would be a seed fund.

CCDA Chair Dirksen asked for clarification on the figures recommended. Consultant Zahas said the amounts are based on the amount of increment the city expects to receive.

Consultant Zahas introduced a project schedule and funding matrix showing suggested costs spread over fiscal years through 2015-16. He asked if there were any questions from council.

CCDA Director Buehner asked that given the tight economy, should the city over the next five years evaluate whether to return to the voters and ask for a term and dollar amount extension. She said, “Things have slowed down so much I’m not sure it is feasible to get done what we want to get done.”

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Redevelopment Project Manager Farrelly said a time extension does not require a vote but a dollar amount increase would.

Consultant Zahas said, “You are only five years into a 20-year plan. There is plenty of time. Despite all the doom and gloom, the bright spot in the economy is housing, and that is one thing every healthy downtown needs.”

CCDA Director Buehner asked about the concept of entering into long-term land leases instead of buying outright, or long-term leases to turn around and redevelop to subsidize businesses and offices. She stated that these have a smaller upfront cash requirement, and noted that banks are not planning on making changes in the near future to make money easier to get. Consultant Zahas responded that as far as he knew, those were all eligible and legal projects for the CCDA.

CCDA Director Buehner said she was interested in Mr. Zahas’ comments about leveraging Burnham Street. She said there has been a tremendous emphasis on commercial development on Main Street, and changing the focus to Burnham Street would allow for different focus as the sites are larger and more appropriate for housing. Consultant Zahas said there were two reasons to focus on Burnham. One is that development there can be leveraged by the investment already in place. The second is that Burnham Street’s larger parcels present an opportunity to create a critical mass of housing. Instead of one isolated small housing development, there could be two or three in close proximity which starts to create a neighborhood. He said commercial development, retail and storefront activity should be focused on Main Street.

CCDA Chair Dirksen said that in comparing the priorities Consultant Zahas placed they are very close to the plans already set for the next few years. He asked if there were any recommended changes in direction for Tigard’s plan and strategies. He noted that the focus on rental housing differs from what was planned in the past.

Consultant Zahas said projects in the original plan not mentioned here were deemphasized by default. Instead, the consultants focused on those projects that would generate the most in TIF (tax-increment financing). He said that most of the city investments in the previous few years were not tax increment generating. The consultants did not remove any projects from the list. He said that while there are more projects on the list than could possibly be done within the urban renewal period, they do not recommend taking them out now and adding them back in later. He said they used the list to prioritize and show what rises to the top.

CCDA Director Henderson invited CCAC Chair Murphy to make a statement on behalf of the CCAC. CCAC Chair Murphy said they had an opportunity to view a draft of this report in a presentation a few months ago. He thanked Redevelopment Project Manager Farrelly and Consultant Zahas for their work. CCDA Chair Dirksen asked if there was general agreement within the CCAC for the strategies and priorities put forth in this report. CCAC Chair Murphy said there was.

CCDA Director Woodard said he agreed with the strategy and was pleased to see the plaza concepts. He said social gathering places are important to downtowns.

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CCDA Chair Dirksen mentioned that the downtown business owners said they are comfortable with the city moving forward slowly and not changing things too quickly. They wanted some assurance they could continue their businesses and activities and changes will take place at their choice and timeline. He said the city is still supportive of that and will always be there to help and encourage businesses, and through reports such as this, show where things could go. He said this hopefully this will lead to excitement for the plan that will spread throughout the community.

CCDA Director Henderson said he was generally favorable with the consultant's report but when comparing it with the earlier Leland Consulting report he found discrepancies in status descriptions. He asked why some items labeled as "later" were checked off before items labeled "early." He noted that in the earlier report, items were labeled "now" and in the later report they are called "in progress." He asked about the 13 items that are in progress and asked for a definition. He noted that the later report denotes six things completed on the Current Status of 2011 "Leland Report" (Table 7) and asked in what order they were completed. He said he was also concerned about the Project Evaluation Matrix (Table 8) which references high- to low-level projects. He said "It appears that we are not focusing on the high-level projects. I wanted to see in your report what we can do better." He said there are projects the city should be putting into place to be ready to go when financing becomes available.

Redevelopment Project Manager Farrelly responded that he created Table 7 and "in progress" illustrates what has received follow-up. Consultant Zahas reiterated that in four short years, and even in an economic downturn, Tigard has accomplished a lot and council should feel good about the projects on the list marked as completed and in progress.

Redevelopment Project Manager Farrelly said he would use this report to help develop a work plan to present to the CCAC and CCDA in the near future. CCDA Director Buehner said the City Council is planning to set their annual goals and if the CCAC wants to contribute, they need to get their suggestions prepared soon.

Redevelopment Project Manager Farrelly said he will bring to a future council meeting an update on alternatives sites for the public works yard.

### **Adjourn CCDA and reconvene the City Council - Mayor Dirksen**

~~6. RECEIVE UPDATE ON TRANSPORTATION PLANNING RULE.~~ Postponed to the October 25, 2011 meeting

7. COUNCIL LIAISON REPORTS - Mayor Dirksen reported on the League of Oregon Cities Conference. He attended a presentation from the economic development 503.c leadership group that Columbia County works directly with. He suggested that Tigard use them as a blueprint to help form a downtown organization. He asked Interim City Manager Newton to contact them.

He attended a seminar on infrastructure funding and a very interesting discussion on ways to economize. One jurisdiction, instead of purchasing new Dodge Chargers to replace aging police cars, rebuilt their existing Crown Victoria cars. He will ask staff if this would make good

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economic sense. Councilor Woodard commented that this falls under sustainability. Councilor Henderson agreed, and said, “You’ve got my vote.”

Councilor Henderson mentioned that he attended the CPO3 meeting where a discussion was held on forming a non-profit organization for a neighborhood park, based on Hendricks Park in Eugene. He thought it was a good model for a park where people could donate equipment such as swings, etc. and work to keep it maintained and clean.

Council President Buehner asked if there would be a council team-building session scheduled. Mayor Dirksen said the goal setting session will be scheduled for early December and the team building could be held after the first of the year.

8. NON AGENDA ITEMS – None.

9. EXECUTIVE SESSION - Not held.

10. ADJOURNMENT - At 9:31 p.m. Council President Buehner moved for adjournment. Councilor Henderson seconded the motion and all voted in favor.

	Yes	No
Council President Buehner	x	
Mayor Dirksen	x	
Councilor Henderson	x	
Councilor Wilson		Absent
Councilor Woodard	x	

/s/Carol A. Krager  
Carol A. Krager, Deputy City Recorder

Attest:

/s/ Gretchen E. Buehner  
~~Mayor, City of Tigard~~ Council President, City of Tigard

Date: December 13, 2011

I/ADM/CATHY/CCM/Final/October/111018

## **TIGARD CITY COUNCIL MEETING MINUTES – OCTOBER 18, 2011**