



City of Tigard

Tigard Business Meeting – Agenda

TIGARD CITY COUNCIL, LOCAL CONTRACT REVIEW BOARD AND CITY CENTER DEVELOPMENT AGENCY - Revised Agenda on 9/25/2012 added Agenda Item No. 8 - "Consider Extending Incentives for Voluntary Annexation"

MEETING DATE AND TIME: September 25, 2012 - 6:30 p.m. Study Session; 7:30 p.m. Business Meeting

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

PUBLIC NOTICE:

Anyone wishing to speak on an agenda item should sign on the appropriate sign-up sheet(s). If no sheet is available, ask to be recognized by the Mayor at the beginning of that agenda item. Citizen Communication items are asked to be two minutes or less. Longer matters can be set for a future Agenda by contacting either the Mayor or the City Manager.

Times noted are *estimated*; it is recommended that persons interested in testifying be present by 7:15 p.m. to sign in on the testimony sign-in sheet. *Business agenda items can be heard in any order after 7:30 p.m.*

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).

SEE ATTACHED AGENDA

VIEW LIVE VIDEO STREAMING ONLINE:

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

CABLE VIEWERS: The regular City Council meeting is shown live on Channel 28 at 7:30 p.m. The meeting will be rebroadcast at the following times on Channel 28:

Thursday	6:00 p.m.	Sunday	11:00 a.m.
Friday	10:00 p.m.	Monday	6:00 a.m.



City of Tigard
Tigard Business Meeting – Agenda

**TIGARD CITY COUNCIL, LOCAL CONTRACT REVIEW BOARD AND CITY CENTER
DEVELOPMENT AGENCY**

MEETING DATE AND TIME: September 25, 2012 - 6:30 p.m. Study Session; 7:30 p.m. Business Meeting

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

6:30 PM

● **STUDY SESSION**

- A. Discuss Legislative Agenda for the Upcoming 2013 Session
- B. Briefing on the Status of the Tigard Street Trail Project
- C. Briefing on an Intergovernmental Cooperative Agreement Regarding an Emergency Water Supply (Intertie)

- **EXECUTIVE SESSION:** The Tigard City Council may go into Executive Session. If an Executive Session is called to order, the appropriate ORS citation will be announced identifying the applicable statute. 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.

7:30 PM - September 25, 2012

1. **BUSINESS MEETING**

- A. Call to Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Council Communications & Liaison Reports
- E. Call to Council and Staff for Non-Agenda Items

2. **CITIZEN COMMUNICATION (Two Minutes or Less, Please)**
7:35 p.m. - time is estimated

- A. Follow-up to Previous Citizen Communication
- B. Citizen Communication – Sign Up Sheet

3. CONSENT AGENDA: (Tigard City Council/Local Contract Review Board) These items are considered routine and may be enacted in one motion without separate discussion. Anyone may request that an item be removed by motion for discussion and separate action. Motion to:
7:40 p.m. - time is estimated

A. Tigard City Council/Local Contract Review Board:

1. Authorize the Mayor to Execute an Intergovernmental Cooperative Agreement Regarding an Emergency Water Supply (Intertie) -- Tigard City Council Resolution
- *Consent Agenda - Items Removed for Separate Discussion: Any items requested to be removed from the Consent Agenda for separate discussion will be considered immediately after the Council/City Center Development Agency has voted on those items which do not need discussion.*

4. RECOGNITION OF CITY EMPLOYEES JONNY GISH AND ED LENIGER
7:45 p.m. - time is estimated

5. PRESENT THE COUNCIL WITH THE NATIONAL AMERICAN PUBLIC WORKS ASSOCIATION'S PROJECT OF THE YEAR AWARD FOR THE BURNHAM STREET RECONSTRUCTION PROJECT
7:55 p.m. - time is estimated

6. PUBLIC HEARING - SUPPLEMENTAL BUDGET AMENDMENT TO THE FY 2013 ADOPTED -- RESOLUTION
8:00 p.m. - time is estimated

Recess City Council Meeting
Convene City Center Development Agency Meeting

7. PUBLIC HEARING - SUPPLEMENTAL BUDGET AMENDMENT TO FY 2013 CITY CENTER DEVELOPMENT AGENCY ADOPTED BUDGET - RESOLUTION
8:15 p.m. - time is estimated

Adjourn City Center Development Agency Meeting
Reconvene City Council Meeting

8. CONSIDER EXTENDING INCENTIVES FOR VOLUNTARY ANNEXATION

9. COUNCIL LIAISON REPORTS
8:30 p.m. - time is estimated

10. NON AGENDA ITEMS

11. EXECUTIVE SESSION: The Tigard City Council may go into Executive Session. If an Executive Session is called to order, the appropriate ORS citation will be announced identifying the applicable statute. 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.

12. ADJOURNMENT
8:45 p.m. - time is estimated

Business Meeting**Meeting Date:** 09/25/2012**Length (in minutes):** 20 Minutes**Agenda Title:** Discuss Legislative Agenda for the Upcoming 2013 Session**Prepared For:** Liz Newton**Submitted By:** Liz Newton, City Management
Council Business Mtg - Study**Item Type:** Update, Discussion, Direct Staff**Meeting Type:** Sess.**Information****ISSUE**

Develop the city's legislative agenda for the 2013 Oregon Legislative Session.

STAFF RECOMMENDATION / ACTION REQUEST

Discuss the city's legislative priorities for the upcoming legislative session and direct staff to prepare a legislative agenda for consideration and adoption on October 9, 2012.

Staff recommends council consider the following for inclusion in the 2013 Legislative Agenda

From the LOC Legislative Action Agenda:

- Local Control Amendment
- Jobs/Economic Development Initiative
- 9-1-1 Tax Renewal
- Defeat legislation that would extend or make permanent the moratorium on raising existing or levying new local gas taxes and/or any legislation that proposes to restrict or preempt cities' ability to charge any transportation-related fee or tax.

Ongoing Issues of Interest:

- Maintain and strengthen the state's commitment to the State Shared Revenue funding formula
- Address tax equity issues in the context of state telecommunications laws including removing existing preemptions that have lead to declining revenues.
- Seek additional funding, efficiencies and program support for multi-modal transit and rail projects.
- Allow local governments a more flexible use of transit lodging tax to meet the increased demands placed both on essential services and infrastructure created by tourism activities.
- Support an urban growth boundary agenda that would provide for a more efficient urban grown management system

KEY FACTS AND INFORMATION SUMMARY

The Oregon State legislature is scheduled to convene on January 14, 2013. This is an appropriate time for council to adopt a legislative agenda as a means to communicate the city's legislative priorities.

At the July 10, 2012 meeting city council agreed to support two legislative priorities from the League of Oregon Cities' (LOC) proposed platform:

- *A: Jobs/Economic Development Initiative*
- *M: Defeat legislation that would extend or make permanent the moratorium on raising existing or levying new local gas taxes and/or any legislation that purposes to restrict or preempt cities' ability to charge any transportation-related fee or tax.*

The minutes of the council discussion are attached along with the letter Mayor Dirksen submitted forwarding Tigard's priorities to the League.

On Thursday, August 9 the LOC Board of Directors adopted a Legislative Action Agenda for the 2013 session. There are 5 priorities:

- Local Control Amendment
- Population Forecasting
- Reset at Sale
- Jobs and Economic Development
- 9-1-1 Tax Renewal

Descriptions of the priorities are attached. The Local Control Amendment would allow local voters to fund their priorities through property tax without impacting levies through compression. The Jobs and Economic Development Initiative is one of the legislative priorities already identified by the council for the upcoming session. One of the primary features of the 9-1-1 Tax Renewal extends the tax to pre-paid cell phones and VoIP services. As these become a higher share of the market, the tax revenue to 9-1-1 centers is declining which shifts the financial burden for operating 9-1-1 centers to cities.

On September 26, the LOC Board of Directors will be reviewing polling information received from member cities to determine their legislative strategy moving forward. LOC staff has been invited and is willing to attend the council discussion on October 9 to answer questions on how the League's priorities were determined.

In an effort to coordinate with our regional partners, staff has contacted Washington County and the cities of Beaverton, Sherwood and Tualatin to obtain their respective legislative agendas. Washington County and the city of Beaverton have agreed to share theirs when completed, likely by the end of September. Since the cities of Tigard and Sherwood use the same federal lobbyist, Sherwood staff has invited Tigard staff to meet and discuss common legislative interests and priorities. The city of Tualatin does not plan to develop an agenda.

Staff has scheduled a meeting with Joel Rubin, the city's federal lobbyist on September 20 to discuss the city's federal legislative agenda. Notes from that meeting will be provided to the council on September 25.

A copy of the city's 2011 Legislative agenda is attached. The two Transportation Planning Rule priorities were resolved last session. The State Shared Revenue and Telecommunications issues are ongoing concerns and council may wish to include them for the 2013 session. The top three of the "Other Issues of Interest" continue to be of interest. Only the Lake Oswego/Tigard Water Partnership Removal Fill Process was resolved last session.

OTHER ALTERNATIVES

N/A

COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS

N/A

DATES OF PREVIOUS COUNCIL CONSIDERATION

July 10, 2012 - Council consideration of LOC priorities.

Attachments

July 10, 2012 Council minutes

Mayor Letter to LOC

LOC 2013 Priorities

- Mayor Dirksen said he identified three *priorities*:
 - *A. The Jobs/Economic Development Initiative that supports funding for industrial site development.* Councilor Woodard also noted he marked this item. City Manager Wine advised this was also of interest to the executive staff.
 - *D. Restore equity in our property tax system by resetting assessed value to real market value when a property is sold or constructed.* Councilor Wilson said he is unsure about this as a priority given the parameters now in effect with Measure 50. Discussion followed about the disparities in the amount of taxes paid by residents in similarly valued properties that are occurring. Councilor Wilson said this also area for which he feels he does not have sufficient background on whether to support this as a priority. He referred to the need to know the ramifications of choosing a particular option with regard to financial/taxation legislation. City Manager Wine offered to forward council more information if members feel they need more information before selecting the priorities from the LOC list.
 - *N. Continue to support the development of greenhouse gas emission toolkits and scenario planning models and standards for Metropolitan Planning Organization (MPO) cities as long as they are funded with new revenue and do not expose cities to additional litigation.* The mayor said this subject was among his top priorities; however, he did not care for the way it is worded. LOC's focus will be on the impact to cities and he thinks as we move forward in meeting the requirements of the state mandate to look at greenhouse gas emission, the economic impact needs to be considered in general. Councilor Wilson agreed with Mayor Dirksen. City Manager Wine said staff could forward the priorities with additional information; i.e., proposed changes to the wording of the priority. If the City Council decides it cannot identify priorities, input on the list can be forwarded to the League.

- City Manager Wine reviewed additional priorities of interest to the executive staff:
 - *F. Reform the court fines system in a manner that recognizes the value of both state and local courts.*
 - *K. Pass legislation renewing the 9-1-1 tax.*
 - *L. Defeat legislation mandating the consolidation of Public Safety Answering Points (PSAPs).*
 - *M. Defeat legislation that would extend or make permanent the moratorium on raising existing or levying new local gas taxes and/or any legislation that proposes to restrict or preempt cities' ability to charge any transportation-related fee or tax. (However, this language should be strengthened.)*
 - *P. Support legislation to supplement and perhaps eventually replace the gas tax as the principle road user fee funding the state's road and highway system. (Also, strengthen this wording.)*
 - *R. Support state authority for Oregon Water Resources Department to act as contracting agency with federal entities to facilitate water procurement.*

Councilor Henderson supported the gas tax legislation as a priority. There was discussion about the need to look beyond the gas tax as a source of revenue for

TIGARD CITY COUNCIL MEETING MINUTES – JULY 10, 2012

highway/road infrastructure with the declining funds generated because of better gas mileage and electric vehicles.

Councilor Wilson, in response to City Manager Wine's request for input, said that he would support legislation that preserves the cities' flexibility – there are a number of such proposals in the League's list of priorities. He said the League should work to safeguard cities' control over its own resources; i.e., raising the gas tax. Mayor Dirksen noted he supports this one, too.

Councilor Wilson said with regard to Human Resources legislation, he has always been frustrated with the binding arbitration rules.

Councilor Wilson commented that even if it is likely there will be not be the required support at the legislature to act on issues raised by cities, these matters should continue to be raised so they are at least talked about – it might take a few sessions before action is achieved. Costs are going up faster than cities can pay for them and, eventually, will require attention by the legislature. He pointed to the recent changes to the Transportation Planning Rule, which took about seven years to accomplish.

Councilor Woodard commented on the proposed legislation to replace the gas tax. Discussion followed on potential alternatives under consideration by legislators. Some methods include tracking mileage on vehicles and the feelings of privacy invasion. This priority is not at the top of the council's priority list.

Mayor Dirksen said he is not hearing a consensus of the council on four priorities. City Manager Wine said she could follow up with more information on the following:

- Areas of community development.
- Binding arbitration.
- Ability to levy new local gas taxes.

After further discussion, council members agreed to support (letters reflected in italicized lists above) A., M.

Councilor Woodard raised a potential priority in item "O," which is: *While supporting the creation of a dedicated, non-roadway transportation fund, oppose any attempt to fund it from existing revenue streams – especially transfers from local governments to the state.*

Councilor Henderson called attention to "B," which is *Energy Efficiency Strategy for Public Buildings.*

Assistant City Manager Newton reminded the council if it chooses four priorities, the city can still weigh-in and register its opinion on any piece of legislation under consideration.

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Mayor Dirksen said when the city responds to the League on this matter that a cover letter be attached noting the difficulty the council had coming to a consensus, not necessarily because of the topic, but because of the phrasing of the proposed priority.

Councilor Woodard referred to priority “C,” which is *Allow local governments a more flexible use of transient lodging tax revenue*. Mayor Dirksen said this might be of more importance to other cities since Tigard does not have a lot of hotels/motels and this is not amount to a great deal of revenue.

City Manager Wine said staff would draft a letter for the mayor’s consideration, identifying A. and M. Additional discussion on legislative priorities is scheduled for September.

In response to a comment from Councilor Wilson about lack of familiarity on all these bills, City Manager Wine proposed that LOC staff could be invited to talk about the proposed priorities and answer council members’ questions. Senator Burdick and Representative Burdick would also be able to explain the political realities of some of these proposals and help the council prioritize those that are best for the City of Tigard.

- 7. COUNCIL LIAISON REPORTS: None.
- 8. NON AGENDA ITEMS:
- 9. EXECUTIVE SESSION: Not held.

 City Council convened into a Study Session discussion in the Red Rock Conference Room on Agenda Item No. 10.

Motion by Councilor Woodard, seconded by Councilor Wilson to adjourn the business meeting.

The motion was approved by a unanimous vote of City Council present.

Mayor Dirksen	Yes
Council President Buehner	Absent
Councilor Henderson	Yes
Councilor Wilson	Yes
Councilor Woodard	Yes

TIGARD CITY COUNCIL MEETING MINUTES – JULY 10, 2012

July 17, 2012



City of Tigard

Craig Honeyman, Legislative Director
League of Oregon Cities
PO Box 928
Salem, OR 97308

Dear Craig,

The Tigard City Council discussed the League's 2013 legislative priorities at our meeting on July 10 and attempted to reach consensus on our top four priorities, but were able to identify just two as important to Tigard:

A. Jobs and Economic Development Initiative

M. Defeat legislation that would extend or make permanent the moratorium on raising existing or levying new local gas taxes and/or any legislation that proposes to restrict or preempt cities ability to charge any transportation-related fee or tax.

The spirit of all the proposed issues is that the League should be working to safeguard cities' flexibility to act locally according to the wishes of its citizens; and advocate for legislation that avoids restrictions on local control. The City of Tigard would support any protective measure that gives cities the greatest amount of control over its resources.

The Council was unable to reach consensus on other proposed objectives because we all felt we needed a better understanding of how these objectives might specifically impact Tigard and other cities of our size; and because of the extensive scope of issues that the League pursues for cities. In this vein, Tigard works to participate in the regional meeting process, but would welcome a more in-depth briefing by League staff about how these nineteen objectives evolved and how the League's work on them will benefit Oregon cities more broadly.

In the fall of each year, we invite our State Representative and State Senator to join us in the development of Tigard's legislative agenda. We would welcome participation by League staff in order to shed light on how the League's, and Tigard's, agendas can complement one another.

For that reason, the City of Tigard recommends that the League focus on the attached topics that we *could* find some consensus on for the 2013 legislative session. And of course, the entire Council continues to support major reform in revenue and land use law and their effect on local government. We appreciate your continued support for change in these arenas and thank you for soliciting the input of all cities in the development of the League's agenda.

Sincerely,

A handwritten signature in black ink that reads "Craig E. Dirksen".

Craig E. Dirksen
Mayor, City of Tigard

cc: Angela Carey, Intergovernmental Relations, LOC | Marty Wine, Tigard City Manager

City of:

TIGARD

Please mark 4 boxes with an X that reflects the top 4 issues that your city recommends be added to the priorities for the League's 2013 legislative agenda.

Community Development

- A. The Jobs/Economic Development Initiative that supports funding for industrial site development.

Energy

- B. Energy Efficiency Strategy for Public Buildings.

Finance & Taxation

- C. Allow local governments a more flexible use of transient lodging tax revenues.
 D. Restore equity in our property tax system by resetting assessed value to real market value when a property is sold or constructed.
 E. Eliminate the 3% discount for the early payment of property taxes.

General Government

- F. Reform the court fines system in a manner that recognizes the value of both state and local courts.
 G. Amend the public contracting code to remove costly requirements that do not aid in the delivery of public improvements and defend against any new requirements that do not serve the public interest.
 H. Pass legislation that will allow cities greater authority to regulate liquor serving establishments.

Human Resources

- I. Eliminate the requirement that public employers provide subsidized health insurance for retirees.
 J. Clarify that binding arbitration decisions may be overturned when those decisions violate public policy interests as defined by a local government.

Telecommunications

- K. Pass legislation renewing the 9-1-1 tax.
 L. Defeat legislation mandating the consolidation of Public Safety Answering Points (PSAPs).

Transportation

- M. Defeat legislation that would extend or make permanent the moratorium on raising existing or levying new local gas taxes and/or any legislation that proposes to restrict or preempt cities' ability to charge any transportation-related fee or tax.
 N. Continue to support the development of greenhouse gas emission toolkits and scenario planning models and standards for Metropolitan Planning Organization (MPO) cities as long as they are funded with new revenue and do not expose cities to additional litigation.
 O. While supporting the creation of a dedicated, non-roadway transportation fund, oppose any attempt to fund it from existing revenue streams – especially transfers from local governments to the state.
 P. Support legislation to supplement and perhaps eventually replace the gas tax as the principle road user fee funding the state's road and highway system.

Water/Wastewater

- Q. Recapitalize the Special Public Works Fund, Water Wastewater Fund, Water Conservation, Reuse and Storage Grant Program, and the Clean Water State Revolving Fund.
 R. Support state authority for Oregon Water Resources Department to act as contracting agency with federal entities to facilitate water procurement.
 S. Advocate for toxic pollution prevention through proper collection and disposal strategies.



Local Control Amendment

Description

The League’s proposed constitutional amendment would allow local voters the ability to consider a local option levy outside of compression, and would lengthen the maximum duration of a levy from five to 10 years. The amendment would not raise anyone’s taxes, but would empower voters to authorize a tax for local operations.

Background

Under Oregon’s current system, statewide limitations can prohibit local voters from having the ability to raise their own taxes to support services they demand. Measure 5 limitations prevent general governments (cities, counties and special districts) and schools to levying \$10 and \$5 per \$1,000 of real market value respectively. Any taxes levied in excess of those limitations are reduced, or compressed, proportionally until the limitations are met. Local option levies—temporary levies in excess of the municipality’s permanent rate that are approved by voters to provide funding for operating expenses—are compressed first under this system. As a result, residents residing in a municipality in compression are essentially prohibited from voting to raise their taxes even to support essential services such as police and fire.

Example

Sweet Home, a timber-dependent community of roughly 9,000 residents in Linn County, has a low permanent tax rate for a city of its size. As a result, the city has provided essential police protection and library services via a local option levy since 1986. In 2010, voters in Sweet Home approved these local option levies with 60 and 55 percent of the vote respectively.

However, Linn County passed a local option levy of its own soon thereafter, and property values in Sweet Home fell. As a result, the local option levy revenue losses due to compression increased from \$300,000 to \$730,000 – nearly a third of what the levy was supposed to collect. As a result, the public safety and library services are not being provided at the level local citizens wanted.

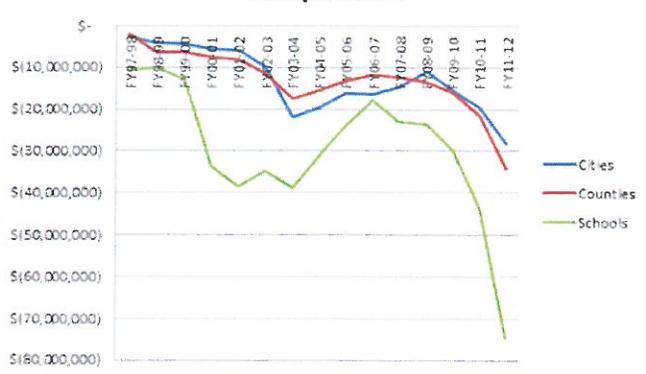
Statewide Impacts

Compression is becoming a growing problem for local governments statewide. Since 2008-09, compression for all local governments has increased from \$51 million, or 1.13 percent of property tax collections, to \$144 million, or 2.8 percent of collections (see Table 1). All counties are in compression, as are half of all cities and more than 90 percent of all school districts.

Table 1: Statewide compression losses

	Revenue lost to compression in FY2011-12 (in millions)	Percent increase in compression losses since FY2008-09
Schools	\$ (74.50)	216%
Counties	\$ (34.30)	154%
Cities	\$ (28.20)	161%

Statewide Property Tax Revenue Lost to Compression



Last May, local voters approved 18 of 21 (86 percent) local option levies, including six out of six city levies and four out of five county levies. While voters may still be concerned about the state of the economy, in many instances they clearly realize the value of local government services and are willing to tax themselves to provide those services. Whether or not any local voters approve local option levies outside of compression limitations is irrelevant. What matters is that local voters currently do not have the freedom and opportunity to do so.



Population Forecasting

Description

The proposed legislation would provide cities with population forecasts that would be updated every four years and be fully funded by state resources. These forecasts would be provided by the Population Research Center (PRC) at Portland State University, would not be considered a land use decision, and not subject to appeal at the Land Use Board of Appeals (LUBA).

Background

Under our current system, cities are mandated to use population forecasts to update their comprehensive plans. Current and future trends indicate that there are growing numbers of cities finding it necessary to begin UGB updates, requiring fresh forecasts. Counties are required by state law to issue, adopt and keep current forecasts for the urban and rural portions of their county (except Metro for its portion of the three-county region). For a variety of reasons, counties have had difficulty complying with the mandate to provide forecasts to cities—more than half the counties in the state have never provided their cities forecasts, or the forecasts are more than 10 years old. Cities have also had difficulty obtaining timely county approval of forecasts generated by a city, resulting in lost opportunity costs. Additionally, the monetary costs of complying with the existing system are substantial. Adding to the costs has been the skyrocketing of litigation—many forecasts are being challenged initially or at a later date as part of a subsequent land use action.

Example

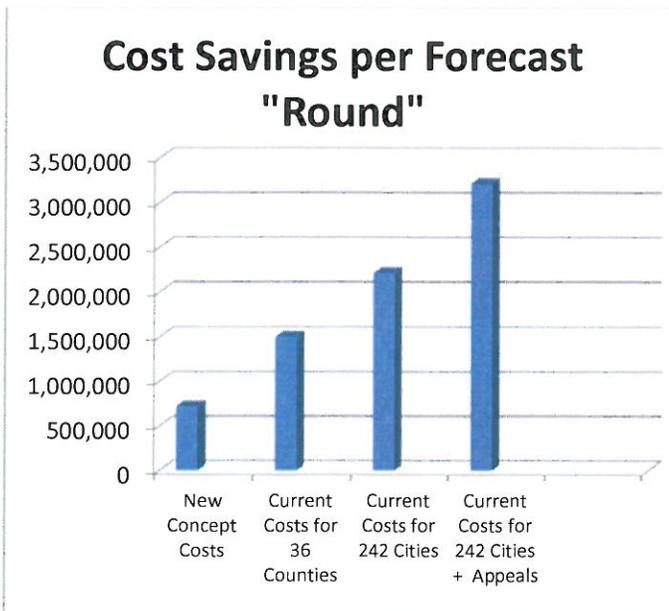
Take for example the city of Newberg, a fast-growing community of roughly 22,000 residents in Yamhill County. The city has experienced two fairly recent forecast efforts, resulting in a LUBA appeal, approximately \$30,000 in city expenses and several years of time. Newberg still does not have a coordinated population forecast number that has been adopted by the county. Additionally, there has also been associated county time and expense, significant private citizen time and expense, and delay of important growth and employment opportunities in the city.

Statewide Impacts

The new forecasting system will result in considerable cost savings and will provide forecasts on an on-going basis.

Concept Details

- Forecasts will not be a land use decision, and not appealable to LUBA.
- “First round” forecasts will be completed over a 4-year period. Forecasts will be issued for one-fourth of the state every year.
- 50-year forecast horizon; includes single year increments.
- Includes a local process that allows multiple opportunities for input from cities, counties, citizens.
- A short 60-day challenge process if a city, county, or citizen does not agree with the forecast.
- Cities may choose from several options as to when they begin using the new numbers.
- Metro retains responsibility for city/county forecasts in the Metro boundary, but must coordinate methodologies with PRC. PRC will produce forecasts for cities and counties in Multnomah/Clackamas/Washington County, outside of Metro.
- A peer review team comprised of experts in the field, and city and county representatives will review methodology, local data collection and provide peer review to PRC.
- Cities with a shared UGB or shared county boundaries will be coordinated and forecasted in the same “round.”





Reset at Sale

Description

The League’s second proposed constitutional amendment would reset a property’s assessed value to its real market value at the time of sale or construction. The amendment would not raise anyone’s taxes on their current home, but would restore equity by recalibrating taxes based on the market’s valuation of a property at the time of sale—a better measure of a property’s value and an owner’s ability to pay.

Background

Measure 50, passed in 1997, created a new “assessed value” for all properties. Assessed value was initially set at 90 percent of a property’s 1995-96 real market value. For newer properties, a county-wide ratio is applied to determine the initial assessed value. Growth in assessed value is limited to 3 percent annually.

By locking in assessed values based on 1995-96 real market values or a ratio at the time of construction, and by capping annual growth, huge disparities in tax bills have emerged as property values have changed and as neighborhoods have gentrified.

Example and Statewide Impacts

Homeowners in inner North and Northeast Portland, for example, often have property tax bills that are one-third or one-fourth of what homeowners with similar real market values pay across town. The reason is simple. In the early and mid-1990s, large swaths of North and Northeast Portland had lower market values, and those values still determine the taxes owed. (See Table 1 for examples.)

Similarly, the ratio applied to new property can vary greatly from year to year as the market fluctuates. In Deschutes County, the ratio used to calculate assessed value for new properties has increased 50 percent between 2010 and 2011. As a result, identical properties with the same sale price but permitted only months apart can have dramatically different tax liabilities.

Table 1: Tax inequities between two neighborhoods in Portland

Established	RMV	AV	Taxes
9910 SW 61st	\$ 269,670	\$ 213,930	\$4,236
9931 SW 61st	\$ 270,590	\$ 236,110	\$4,270
9930 SW 61st	\$ 279,390	\$ 216,920	\$4,385
9911 SW 61st	\$ 311,450	\$ 252,070	\$4,897
Gentrifying	RMV	AV	Taxes
5134 NE 16th	\$ 267,870	\$ 72,870	\$1,624
5117 NE 16th	\$ 268,480	\$ 51,790	\$1,154
5126 NE 16th	\$ 282,140	\$ 51,640	\$1,151
5133 NE 16th	\$ 352,530	\$ 81,930	\$1,826

These inequities are not confined to certain areas of the state, however; they exist statewide.

Solution

Seventeen other states have property tax limitations similar to Oregon’s. Of those, 15 readjust property taxes at the time of sale. Oregon’s existing system, according to a Lincoln Institute of Land Policy report, “has gone the farthest of any [in the country] in breaking the link between property taxes and property values.”

Resetting assessed value to real market value at the time of sale would reconnect the link between property value and property taxes, and improve the fairness of Oregon’s system.



Jobs and Economic Development

Description

Support investment in three funding requests from the Oregon Business Development Department's that will create, retain, expand and attract businesses that provide sustainable family-wage jobs for Oregonians through public-private partnerships and leverage funding and economic opportunities for Oregon companies and entrepreneurs. The three initiatives are:

- **\$10 million** to recapitalize the *Brownfield Revolving Loan Redevelopment Fund*, which provides loan funding for gap financing that commercial lenders are unable to provide to clean up industrial sites;
- **\$25 million** within the Special Public Works Fund (SPWF) to institute the *Patient Capital for Industrial Lands Infrastructure Pilot Program*, which would provide funding to municipalities to install infrastructure and necessary feasibility studies needed for industrial sites to be "shovel" ready for development; and
- **\$15 million** within the SPWF to institute the *Employment Site Re-Use/Redevelopment Pilot Program*, which would assist communities with funding incentives to reuse or redevelop existing industrial lands. Funding could be used to address a variety of barriers to utilizing existing industrial land within a city's urban growth boundary, including building inadequate infrastructure, addressing environmental contamination, and dealing with fractured parcel ownerships or pressure to convert to non-industrial uses.

Background

In a 2012 League survey, cities ranked the lack of infrastructure as the biggest hurdle to attracting new or expanded industrial development or new employment opportunities. Adequate infrastructure for industrial sites is a critical component to the economic vitality of cities and local economic regions. An adequate supply of shovel ready industrial land will be essential in order for cities to create jobs, improve the quality of life for residents, and foster entrepreneurship and productive economic activity.

Further, prior surveys have identified more than \$2 billion in municipal infrastructure projects that would be ready to go to bid if sufficient funding is secured—a figure that reflects the decline of state and federal investments in local infrastructure over the course of the last several decades.

Statewide Impacts

These three economic development initiatives would remedy infrastructure deficiencies and provide critical funding for specific types of industrial development situations that are important for job creation and economic vitality.

These three programs will:

- Help cities utilize existing industrial sites and clean up underutilized and contaminated areas;
- Grow the property tax base for cash-strapped cities, schools and counties;
- Give Oregon a supply of shovel-ready industrial land that can be occupied within six months;
- Provide family-wage jobs when a tenant occupies the land; and
- Make Oregon a more competitive and attractive state for economic development.



9-1-1 Tax Renewal

Description

The League will work with other stakeholder groups (principally organizations representing public safety organizations and jurisdictions) to extend the 9-1-1 emergency services tax beyond its expiration in 2014. In doing so, the League seeks several important policy changes to the 9-1-1 system.

Background

The current \$.75 per month tax is an important source of revenue for cities. After subtracting collection costs, administrative fees and equipment costs, cities receive \$13 million per biennium, which is passed through to the governing authority of the 9-1-1 jurisdiction serving that city. These funds are the backbone of the budget that supports the planning, installation, maintenance, operation and improvement of the statewide 9-1-1 emergency reporting system.

The state currently diverts portions of the 9-1-1 tax revenues it collects as well as the earned interest to the general fund in support of positions and activities unrelated to 9-1-1 services, a practice frowned upon by the federal government. Oregon is one of the only states in the country to do so, and as a result, for the last three years has been ineligible for federal emergency services grants.

Pre-paid cellular phone and Voice over Internet Protocol (VoIP) users do not pay the 9-1-1 tax. All other users of telecommunications services, including regular cell phone users, pay the tax. Previous attempts to enact legislation addressing this inequity have failed. Legislative counsel has opined that such legislation is unnecessary because the authority to levy this tax already exists. The Oregon Department of Revenue is considering a rule that would include pre-paid cell phones under the tax, but if approved litigation would likely result.

Concept Details

The statutory authorization for the collection of taxes in support of the 9-1-1 reporting system is due to expire on December 31, 2014. It is therefore important that the Oregon Legislative Assembly extend the authorization for the 9-1-1 tax. In addition, the League will seek to:

- Modify the tax rate to ensure adequate resources for both the management of the system and the acquisition of the most modern technology;
- Make permanent the statutory authority for the tax (i.e. no sunset provision) in recognition of the permanence of the 9-1-1 system;
- Require that the state use revenues derived from the 9-1-1 tax solely for the provision of emergency reporting services, thereby ending the practice of diverting both revenues and earned interest to the state's general fund; and
- Make it statutorily clear that purchasers of pre-paid cell phones and VoIP services are also subject to the 9-1-1 tax.

Business Meeting**Meeting Date:** 09/25/2012**Length (in minutes):** 15 Minutes**Agenda Title:** Briefing on the Status of the Tigard Street Trail Project**Prepared For:** Mike Stone**Submitted By:** Greer Gaston, Public Works
Council Business Mtg - Study**Item Type:** Update, Discussion, Direct Staff**Meeting Type:** Sess.**Information****ISSUE**

Staff will brief the council on the status of the Tigard Street trail project.

STAFF RECOMMENDATION / ACTION REQUEST

No council action is requested; the council is asked to listen to the briefing.

KEY FACTS AND INFORMATION SUMMARY**The Project**

For many years, the city has sought to obtain an unused, 50-foot-wide railroad right of way that runs parallel to Tigard Street from Main Street to Tiedeman Avenue. (A vicinity map depicting the right of way is attached.) The city would like to turn the 4.2-acre corridor into a recreational trail; a trail that would provide direct, non-motorized access to the bus and commuter rail transit station located in the center of Downtown Tigard.

The Players

The right of way corridor is owned by the Oregon Department of Transportation (ODOT) and is administered by ODOT's Rail Division. The Portland and Western Railroad (PWRR) has a freight easement in this right of way, but rail use ceased several years ago. TriMet removed the rails and ties as part of the improvements for its Westside Express (WES) project.

Constructing improvements within or adjacent to rights of way currently or previously owned by railroads is a complex undertaking. This is due to the extensive history the railroads have within the region, the grandfathered rights of the railroads, mergers of competing railroads and the relatively new authority granted to ODOT's Rail Division in permitting and overall right of way authority for railroad operations.

The Status

The council was last updated on the Tigard Street trail project in December 2010. An excerpt from a trail system update report, presented to council on December 21, 2010, is attached. At that time, PWRR and ODOT had agreed to help Tigard acquire the right of way. The process to acquire the property was outlined as follows:

1. PWRR needed to abandon its freight easement (and had applied to do so).
2. ODOT would declare the property as surplus.
3. The property would be offered for sale—first, to state agencies (where little interest was anticipated), and then to local government. Tigard was expected to be the only interested party.

Back in 2010, all indications were that Tigard would have an opportunity to purchase the right of way in the near future. Unfortunately, the easement abandonment was never finalized; the freight easement remains in place.

Staff recently met with representatives from the ODOT Rail Division to reiterate the city's interest in the right of way corridor and to see what can be done to further the acquisition process.

OTHER ALTERNATIVES

If acquisition is unsuccessful, the city will explore the possibility of a lease option. (Although this was not an option in 2010, it may be today.) However, this option would result in an uncertain future for the trail, as a lease could be revoked and the property returned to its former use as a railroad.

COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS

2012 Tigard City Council Goal 1.c. - "Deliver on the promise of the voter-approved park bond by identifying all acquisition opportunities and completing the majority of park land acquisitions and improvements by the end of 2012."

Depending upon the availability of park bond dollars and the time line, funds from the bond could be used to purchase the property.

DATES OF PREVIOUS COUNCIL CONSIDERATION

The council been involved in the Tigard Street trail project for many years.

The council was last updated on the project in December 2010.

Attachments

Map of Right of Way Corridor

Excerpt from 2010 Trail System Update Report



**RIGHT OF WAY
CORRIDOR**

TIGARD ST

TIEDEMAN AVE

TIGARD ST

COMMERCIAL ST

GRANT AVE

MAIN ST

TIGARD ST

TIEDEMAN AVE

MEADOW ST

KATHERINE ST

JOHNSON ST

BROOKSIDE PL

BROOKSIDE AVE

JOHNSON ST

SCOTT CT

PIHAS CT

KOSKI DR

NACIRA LN

NACIRA LN

PIHAS ST

TANGELA CT

LEWIS LN

TANGELA ST

EVERETT TER

96TH AVE

94TH AVE

92ND AVE

91ST AVE

GREENBURG RD

91ST AVE

LINCOLN AVE

90TH AVE

CENTER ST

92ND AVE

CENTER ST

PACIFIC HWY

COMMERCIAL ST

ELECTRIC ST

MAIN ST

COMMERCIAL ST

BURNH



[UPDATE • DECEMBER 21, 2010]



OTHER ACTIVITIES OF NOTE

Fanno Creek Trail Tour

In April, staff conducted a morning bike tour of the Fanno Creek Trail for about thirty Metro staff. The tour was part of a new Metro initiative to visit some of the projects funded by the agency. The Metro tour of Fanno Creek Trail was the only agency tour undertaken in 2010 and included a city-sponsored pizza and salad lunch catered by Cafe Allegro and held in the public works auditorium.

Metro and Clean Water Services provided some of the guest speakers at stops along the way. The city's guest speakers included Steve Martin, Mike McCarthy, Sean Farrelly, Kim McMillan, and Duane Roberts.

The city rationale for organizing and conducting the tour was to provide Metro staff a firsthand look at Fanno Creek Trail and related accomplishments as well as other improvement needs, some of which may be the subject of future funding requests. It was also to generate inter-agency goodwill. Judging by the many favorable comments received, the tour appeared to be a big success.

CITY PROJECTS FUNDED BY METRO PROGRAMS

- Main Street Green Street Retrofit
- Bike Tigard Map
- Fanno Creek Trail easements
- Fowler Woods Greenspace
- Downtown Walking Map and Wayfinding System
- The Crescent Connection
(pending)

Tigard Street Trail

The former loop rail line extending between Tiedeman and Main has been inactive for more than three years. Portland & Western Railroad (P&WRR) holds an exclusive freight easement over the corridor. The underlying land is owned by Oregon Department of Transportation (ODOT). As noted in last year's progress report, city staff have been actively pursuing access to the right-of-way for trail use during most of that time.

This summer, the log jam was finally broken and the city is now well on its way toward obtaining control of the corridor. The impetus for this major step forward was an event held in August under the Pacific Highway viaduct that "brought together a wide variety of movers



and shakers to demonstrate support for the project.”
The breakthrough occurred when the key attendees, P&WRR President and General Manager, and the ODOT Rail Administrator, each agreed to help facilitate trail use within the former rail corridor.

In October, P&WRR prepared and filed with the federal Surface Transportation Board an application to formally abandon service within the loop segment. This is expected to be granted by December and is the first step needed to free-up the land for trail use. Simultaneous with the abandonment process, TriMet, at its own expense, removed the remaining railroad ties and smoothed out the holes created by the removal.



As detailed by the City Manager who, along with Mayor Dirksen, took part in negotiations with ODOT Rail and P&W RR following the event, “when the federal process is done, ODOT will start the process to surplus the property. They first offer it to state agencies, and expect no takers. They then offer it to local governments, and expect us to be the only taker. They will give us a list of approved appraisers, and we will select an appraiser from the list to do an appraisal. (There is no option to lease or get an easement.) We then buy the property.” Although priorities for Tigard’s recently-approved parks bond measure have not been finalized, these or other proceeds potentially could be used to finance the cost of acquiring the 4.2 acre corridor. So far, no estimate is available of what this cost might be. ODOT expects the state surplus process to take no longer than two months.

This exciting opportunity is expected to continue moving forward in 2011.

Business Meeting**Meeting Date:** 09/25/2012**Length (in minutes):** 10 Minutes**Agenda Title:** Briefing on an Intergovernmental Cooperative Agreement Regarding an Emergency Water Supply (Intertie)**Prepared For:** Dennis Koellermeier**Submitted By:** Greer Gaston, Public Works
Council Business Mtg - Study**Item Type:****Meeting Type:** Sess.**Information****ISSUE**

The council will be briefed on an intergovernmental cooperative agreement regarding an emergency water supply.

STAFF RECOMMENDATION / ACTION REQUEST

No action is required; the council will consider a resolution authorizing the mayor to execute the agreement on the consent agenda.

KEY FACTS AND INFORMATION SUMMARY**Background**

Lake Oswego's water system is connected to the water systems of the South Fork Water Board and West Linn via an intertie. Under an emergency water supply agreement, these three entities have supplied water to one another during emergencies. Most recently, Lake Oswego provided water to West Linn when flood debris rendered West Linn's intake facilities inoperable for about a week. During this time, Lake Oswego provided West Linn with 2 million gallons of water per day.

Why Is a New Emergency Water Supply Agreement Needed?

In 2008, the cities of Lake Oswego and Tigard entered into a water partnership agreement whereby the two cities would work together to develop a new water system that will meet both communities' future water needs. Under the agreement, Tigard obtained an ownership interest in the intertie used to provide emergency water. As an owner, Tigard needs to be included in the emergency water supply agreement.

Lake Oswego's existing water treatment plant is located in West Linn. Water partnership plans include an expansion of this plant; the expansion project was reviewed by the West Linn Planning Commission. The planning commission suggested the emergency water supply agreement be updated.

The New Agreement

A new emergency water supply agreement is attached as Exhibit A to the resolution. The agreement is entitled, *Intergovernmental Cooperative Agreement for Water System Intertie between the South Fork Water Board, the City of Lake Oswego, the City of West Linn, and the City of Tigard*. Under the new agreement:

- Tigard becomes party to the agreement.
- Lake Oswego and Tigard will provide an emergency water supply to South Fork Water Board and West Linn.
- South Fork Water Board and West Linn will provide an emergency water supply to Lake Oswego and Tigard.
- Tigard will share in the cost to repair intertie infrastructure used to provide water to Tigard and Lake Oswego.
- Tigard will share in the cost of intertie capital improvements that benefit Tigard.
- Benefits received by West Linn—as a result of the Lake Oswego-Tigard Water Partnership—are acknowledged.

OTHER ALTERNATIVES

The council could:

- Propose changes to the agreement. The city managers from West Linn, Lake Oswego and Tigard, along with technical staff from each of these cities, have been working on this agreement since May 2012. (South Fork Water Board was informally represented by West Linn.) Any changes to the agreement would have to be re-negotiated with the other parties.
- Choose not to approve the agreement and could give staff direction on some other course of action.

COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS

2012 Tigard City Council Goal 1.a. - "Continue oversight of design, permits, rate implementation and costs for the Lake Oswego-Tigard Water Partnership."

DATES OF PREVIOUS COUNCIL CONSIDERATION

This is the first time this agreement has come before the council.

Fiscal Impact

Fiscal Information:

In 2010 the Partnership's respective councils decided to build the new water system to full capacity—38 million gallons a day (mgd). This allows the Partnership to take advantage of economies of scale, historically low interest rates and to avoid future permitting and land use review processes. With the ability to generate 38 mgd, Lake Oswego and Tigard will be able to produce enough water to provide West Linn and the South Fork Water Board with emergency water.

Any improvement costs associated with the emergency supply are included in the most recent water partnership cost analysis and are allocated between the partners. The city has budgeted nearly \$17 million dollars for water partnership projects in fiscal year 2012-2013.

Attachments

Resolution

Intergovernmental Cooperative Agreement Regarding an Emergency Water Supply (Intertie)

**CITY OF TIGARD, OREGON
TIGARD CITY COUNCIL
RESOLUTION NO. 12-**

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN INTERGOVERNMENTAL COOPERATIVE AGREEMENT REGARDING AN EMERGENCY WATER SUPPLY (INTERTIE)

WHEREAS, Lake Oswego's water system is connected to the water systems of the South Fork Water Board and West Linn via an intertie, and under an emergency water supply agreement, these three entities have supplied water to one another during emergencies; and

WHEREAS, the cities of Lake Oswego and Tigard entered into a water partnership agreement whereby the two cities would work together to develop a new water system that will meet both communities' future water needs; and

WHEREAS, under the water partnership agreement, Tigard obtained an ownership interest in the intertie used to provide emergency water; and

WHEREAS, as an owner in the intertie, Tigard needs to be included in the emergency water supply agreement; and

WHEREAS, water partnership plans include an expansion of Lake Oswego's existing water treatment plant in West Linn, and the West Linn Planning Commission suggested the emergency water supply agreement be updated; and

WHEREAS, an emergency water supply agreement has been developed and is attached as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: On behalf of the Tigard City Council, the mayor is authorized to execute the emergency water supply agreement, entitled the *Intergovernmental Cooperative Agreement for Water System Intertie between the South Fork Water Board, the City of Lake Oswego, the City of West Linn, and the City of Tigard* (Exhibit A).

SECTION 2: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2012.

Mayor - City of Tigard

ATTEST:

City Recorder - City of Tigard

**INTERGOVERNMENTAL
COOPERATIVE AGREEMENT
FOR
WATER SYSTEM INTERTIE
BETWEEN THE
SOUTH FORK WATER BOARD, THE CITY OF LAKE OSWEGO, THE CITY OF WEST LINN,
AND THE CITY OF TIGARD**

This Agreement is made and entered into by and between the South Fork Water Board, an intergovernmental entity created pursuant to ORS Chapter 190, serving as a water supply agency and jointly owned and operated by the Cities of Oregon City and West Linn, hereinafter referred to as "Board," and the City of Lake Oswego, an Oregon municipal corporation, hereinafter referred to as "Lake Oswego," and the City of West Linn, an Oregon municipal corporation, hereinafter referred to as "West Linn," and the City of Tigard, an Oregon Municipal Corporation, hereinafter referred to as "Tigard", all hereinafter collectively referred to as the "Parties."

RECITALS

The Parties agree upon the following recitals:

1. WHEREAS, the Parties acknowledge that the Board, Lake Oswego, and West Linn entered into an intergovernmental cooperative agreement in 1984 to provide for the construction, operation and maintenance of an emergency water system intertie between the water supply system of the Board and West Linn and the water supply system of Lake Oswego; and
2. WHEREAS, the facilities as described in the 1984 agreement, which are located near the intersection of Old River Road and Kenthorpe Way in West Linn, were constructed and the intertie became operable in that same year, and
3. WHEREAS, the intertie has been utilized periodically since 1984 during emergencies to provide emergency water supply between the Board, Lake Oswego, and West Linn; and
4. WHEREAS, the planning for the 1984 intertie contemplated future construction of an intertie water pump station in the vicinity of original intertie; and
5. WHEREAS, West Linn has constructed the previously contemplated pump station on Old River Road near its intersection with Kenthorpe Way; and
6. WHEREAS, the intertie pump station and appurtenant facilities provide benefit to all of the Parties to this agreement; and
7. WHEREAS, the Board, Lake Oswego, and West Linn contributed to the cost of the pump station and appurtenant facilities; and
8. WHEREAS, Lake Oswego and Tigard have entered into an intergovernmental cooperative agreement that conveys an ownership interest in existing water supply facilities necessary to supply emergency water to West Linn and Board, and provides for construction of new water

supply facilities including an expanded water treatment plant and raw and finished water pipelines to supply their respective long term water needs; and

9. WHEREAS, the changes in ownership, anticipated facilities expansion, and water allocation formulas called for in the intergovernmental agreement between Lake Oswego and Tigard necessitate amendment of the existing water system intertie agreement; and
10. WHEREAS, through expansion of Lake Oswego's existing water supply system to its ultimate treatment capacity of 38 million gallons per day (mgd), Lake Oswego and Tigard can continue to provide West Linn and Board with redundant water supply facilities and a reliable source of emergency water supply sufficient to meet West Linn's average day demand of 4 mgd through at least 2041; and
11. WHEREAS, the Parties agree that other options for West Linn to provide its citizens with a redundant and reliable water supply system for emergency water supply needs are significantly more expensive and therefore agree it is in the best interests of their respective communities to work together in good faith to address critical, local water infrastructure needs in a coordinated and collaborative manner for mutual benefit; and
12. WHEREAS, provided that expansion of Lake Oswego's existing water supply system occurs, West Linn ratepayers will avoid \$11.6 million in water system capital construction needs, and each Party will realize other benefits including mitigating environmental impacts from duplicative infrastructure projects, flexibility in system operations for emergency and non-emergency events, and economies not otherwise achieved through individual actions; and
13. WHEREAS, the Parties acknowledge that by entering into this Agreement the public health, safety and welfare of their citizens are protected and enhanced in a fiscally responsible manner; and
14. WHEREAS, the Parties acknowledge that they have authority to execute this cooperative intergovernmental agreement pursuant to the terms of their respective municipal charters and pursuant to ORS 190.010;

NOW THEREFORE, in consideration of the mutual covenants and agreements contained herein, it is agreed by and between the Parties hereto as follows:

1. "Water Supply Facilities" Defined. As used herein, the term "water supply facilities" means river intake, raw and finished pumping facilities, water treatment facilities, water storage facilities, and all other infrastructure used in conjunction with the appropriation, treatment, storage or transmission of the Parties' water.
2. "Emergency Condition" Defined. An "emergency condition" is an occurrence created by a failure of the water supply facilities of the Board, Lake Oswego, West Linn, or Tigard, or the occurrence

of an event which jeopardizes the Parties' water quality, whereby insufficient supply to any of the water customers of the Parties could threaten the health or safety of those customers. Such failure includes failure or interruption in the operation of river intakes, raw and finished water pumping facilities, water treatment facilities, raw and finished water pipelines, reservoirs, and appurtenant facilities. Emergency conditions shall not include situations involving loss of water pressure or diminution in water volume in a water distribution system during periods of high demand if the system remains in a normal operational mode, and shall not include scheduled repairs or maintenance or reductions in water availability due to regulatory action.

3. Utilization of Water Intertie. The water system intertie may be utilized by the mutual consent of the executive officers of each of the Parties, or their designees. Decisions regarding the use of the intertie may be reviewed by the city councils of each of the Parties at the discretion of each city council.

4. Location and Description of Water System Intertie. The location of the water system intertie is in the vicinity of the intersection of Kenthorpe and Old River Road in West Linn. The intersection connection that was established and constructed in 1984 under the above-referenced prior agreement consists of an 18-inch intertie main approximately 800 feet in length and related appurtenance that are located on Old River Road between Mapleton Drive and Kenthorpe Way. This pipeline connects West Linn's 18-inch diameter transmission main located on Highway 43 to Lake Oswego's 24-inch diameter transmission main located at the intersection of Kenthorpe Way and Old River Road. In 2000, West Linn constructed an intertie booster pump station on property located on the west side of Old River Road between Kenthorpe and Mapleton Drive. The property is located between Old River Road and Highway 43. The pump station connects to, and utilizes, the 18-inch intertie main on Old River Road. The pump station allows the intertie to be used on a continuous and automatically controlled basis in both directions of supply, i.e. Board and West Linn to Lake Oswego and Lake Oswego and Tigard to West Linn and Board. The pump station includes flow, pressure control, metering and telemetry facilities, and a connection for providing emergency power supply. The pump station, along with the facilities and appurtenances associated with it, as well as the facilities previously constructed in 1984, constitute the water system intertie that is the subject of this agreement.

5. Modifications to Water System Intertie. West Linn, as the project owner, undertook and completed the water system intertie pump station project. West Linn has maintained accurate cost accounting records relating to the project. The Board agreed to contribute \$100,000.00 to the project cost, which shall be payable in accordance with a payment schedule not to exceed two years. Lake Oswego agreed to contribute to the project a sum equal to 50% of the project cost of the facilities that benefit Lake Oswego, but not to exceed \$65,000.00. These facilities are defined as the piping, valves, vaults, metering, instrumentation and control systems, and appurtenant facilities that are used to provide water supply to Lake Oswego from West Linn and the Board. The estimated project cost of these facilities which benefit Lake Oswego is \$130,000. "Project Cost" as used in this paragraph is defined as the final construction cost of the facilities plus the prorated share of the engineering costs for project which include pre-design, design, bidding and award, construction management, permits and approvals, operation and maintenance manuals, and intertie operating plan. Project costs do not include property acquisition costs, contractor claims, litigation costs or other extraordinary costs related to the project. Upon completion of the project, West Linn will provide documentation to Lake Oswego for the project costs incurred. Lake Oswego agrees to pay West Linn its contribution toward the

cost of such facilities in accordance with a payment schedule not to exceed two years from the date of this agreement.

6. Title to Intertie Facilities. The title to the water system intertie facilities as described above in Paragraph 4 and the obligation to insure them shall be in the name of West Linn. Title to the property occupied by the intertie pump station will be in the name of West Linn.

7. Method of Water Supply Through Intertie. Supply to Lake Oswego and Tigard from the Board and West Linn will be by gravity through the piping, metering, flow and pressure control facilities associated with the intertie pump station. Supply to West Linn and the Board from Lake Oswego and Tigard will be accomplished by pumping or gravity from the Lake Oswego-Tigard water system through the intertie pump station into West Linn's system. Instrumentation, control and telemetry systems will be installed in the station and the station will be under the primary control of West Linn. Lake Oswego has installed additional instrumentation, control and telemetry systems that will provide for pump station status indication and additional control functions. West Linn will prepare an operating plan for the intertie pump station and appurtenant facilities and provide copies of same to the Board and Lake Oswego.

8. Quantity of Water to be Supplied. Upon agreement between the Parties to make use of the intertie pursuant to Paragraph 3 of this Agreement, the supplying water shall endeavor to supply the maximum feasible quantity of water requested by the receiving Party, and take all reasonable actions necessary to accomplish the same, so long as such actions are not detrimental to the operation of the supplying Party's own water system. Provided that Lake Oswego's supply facilities are expanded to a treatment capacity of 38 million gallons per day, Lake Oswego and Tigard can provide West Linn and Board with redundant water supply facilities and a reliable source of emergency water supply sufficient to meet West Linn's average day demand of 4 mgd through at least 2041.

9. Cost of Water to be Supplied. The Parties agree to pay for all water provided through the intertie at a rate which is the greater of:
 - a. The cost, then being paid by West Linn to the Board for wholesale water; or
 - b. The cost to Lake Oswego and Tigard to produce and deliver water to the inlet side of the intertie pump station, which in the first year of operation of the expanded treatment plant is estimated to be \$0.95 per 100 cubic feet.

The volume of water delivered shall be measured by the meter installed at the intertie pump station. The Parties shall have the right at any time to review rates for water supplied and make such adjustments to the cost of water provided, as they deem necessary and by mutual agreement of all Parties. In the event it is necessary for a Party supplying water through the intertie to obtain additional water from a water provider not party to this agreement, the water rate charged to the Party receiving water under this agreement shall be the water rate charged to the supplying Party by the non-party water provider. The Parties further agree that water utilized for periodic testing and exercising of the facilities will be furnished between the Parties

15962 S. Hunter Avenue
Oregon City, Oregon 97045

City of Lake Oswego: City Manager
City of Lake Oswego
P.O. Box 369
Lake Oswego, Oregon 97034

City of West Linn: City Manager
City of West Linn
22500 Salamo Road
West Linn, Oregon 97068

City of Tigard City Manager
City of Tigard
13125 SW Hall Blvd
Tigard, Oregon 97223

18. Dispute Resolution: If a dispute arises between the parties regarding this Agreement, the Parties shall attempt to resolve the dispute through the following steps:

Step One (Negotiation)

The Manager or other persons designated by each of the disputing Parties will negotiate on behalf of the entity they represent. The nature of the dispute shall be reduced to writing and shall be presented to each Manager, who shall then meet and attempt to resolve the issue. If the dispute is resolved at this step, there shall be a written determination of such resolution, signed by each Manager and ratified by their respective Board or Council, which shall then be binding upon the Parties.

Step Two (Mediation)

If the dispute cannot be resolved within thirty (30) days at Step One, the parties shall submit the matter to non-binding mediation. The Parties shall attempt to agree on a mediator. If they cannot agree, the Parties shall request a list of five (5) mediators from the Presiding Judge of the Clackamas County Circuit Court. The Parties will attempt to mutually agree on a mediator from the list provided, but if they cannot agree, the mediator will be selected by the Presiding Judge of Clackamas County Circuit Court. The cost of mediator shall be borne equally between the Parties, but each Party shall otherwise be responsible for its own costs and fees therefore. If the issue is resolved at this step, a written determination of such resolution shall be signed by each Manager and ratified by their respective Board or Council.

Step Three (Arbitration)

If the Parties are unsuccessful at Steps One and Two, the dispute shall be resolved by binding arbitration proceedings pursuant to ORS Chapter 36. The Parties shall follow the same process

as in Step Two for the selection of the arbitrator. Upon breach of this agreement, the nondefaulting Parties shall be entitled to all legal or equitable remedies available, including injunctive relief, declaratory judgment, specific performance and termination. The prevailing Party(ies) in Step Three shall be entitled to reasonable attorney fees and costs which have been incurred during the Step Three process, as may be awarded by the arbitrator.

SIGNATURE PAGE FOLLOWS

IN WITNESS WHEREOF, the Parties have set their hands and affixed their seals as of the date and year hereinabove written.

Board has acted in this matter pursuant to Resolution No. _____ adopted on the _____ day of _____, 2012.

Lake Oswego has acted in this matter pursuant to Resolution No. _____ adopted on the _____ day of _____, 2012.

West Linn has acted in this matter pursuant to Resolution No. _____ adopted on the _____ day of _____, 2012.

Tigard has acted in this matter pursuant to Resolution No. _____ adopted on the _____ day of _____, 2012.

South Fork Water Board,
by and through its officials

APPROVED AS TO FORM

By: _____
Doug Neeley, Vice Chair

By: _____
Chris Crean, Attorney

City of Lake Oswego,
by and through its officials

APPROVED AS TO FORM

By: _____
Jack D. Hoffman, Mayor

By: _____
David Powell, City Attorney

Attest: _____
Catherine Schneider, City Recorder

City of West Linn,
by and through its officials

APPROVED AS TO FORM

By: _____
Jon Kovash, Mayor

By: _____
Pam Beery, City Attorney

Attest: _____
Kathy Mollusky, City Recorder

City of Tigard
by and through its officials

APPROVED AS TO FORM

by: _____
Craig Dirksen, Mayor

By: _____
Tim Ramis, Attorney

Attest: _____
Cathy Wheatley, City Recorder

Business Meeting**Meeting Date:** 09/25/2012**Length (in minutes):** Consent Item**Agenda Title:** Adopt a Resolution Authorizing the Mayor to Execute an Intergovernmental Cooperative Agreement Regarding an Emergency Water Supply (Intertie)**Prepared For:** Dennis Koellermeier **Submitted By:** Greer Gaston, Public Works**Item Type:** Resolution **Meeting Type:** Consent Agenda**Information****ISSUE**

Should the council adopt a resolution authorizing the mayor to execute an intergovernmental cooperative agreement regarding an emergency water supply?

STAFF RECOMMENDATION / ACTION REQUEST

Staff recommends the council adopts the resolution.

KEY FACTS AND INFORMATION SUMMARY**Background**

Lake Oswego's water system is connected to the water systems of the South Fork Water Board and West Linn via an intertie. Under an emergency water supply agreement, these three entities have supplied water to one another during emergencies. Most recently, Lake Oswego provided water to West Linn when flood debris rendered West Linn's intake facilities inoperable for about a week. During this time, Lake Oswego provided West Linn with 2 million gallons of water per day.

Why Is a New Emergency Water Supply Agreement Needed?

In 2008, the cities of Lake Oswego and Tigard entered into a water partnership agreement whereby the two cities would work together to develop a new water system that will meet both communities' future water needs. Under the agreement, Tigard obtained an ownership interest in the intertie used to provide emergency water. As an owner, Tigard needs to be included in the emergency water supply agreement.

Lake Oswego's existing water treatment plant is located in West Linn. Water partnership plans include an expansion of this plant; the expansion project was reviewed by the West Linn Planning Commission. The planning commission suggested the emergency water supply agreement be updated.

The New Agreement

A new emergency water supply agreement is attached as Exhibit A to the resolution. The agreement is entitled, *Intergovernmental Cooperative Agreement for Water System Intertie between the South Fork Water Board, the City of Lake Oswego, the City of West Linn, and the City of Tigard*. Under the new agreement:

- Tigard becomes party to the agreement.
- Lake Oswego and Tigard will provide an emergency water supply to South Fork Water Board and West Linn.
- South Fork Water Board and West Linn will provide an emergency water supply to Lake Oswego and Tigard.
- Tigard will share in the cost to repair intertie infrastructure used to provide water to Tigard and Lake Oswego.
- Tigard will share in the cost of intertie capital improvements that benefit Tigard.
- Benefits received by West Linn—as a result of the Lake Oswego-Tigard Water Partnership—are acknowledged.

OTHER ALTERNATIVES

The council could:

- Propose changes to the agreement. The city managers from West Linn, Lake Oswego and Tigard, along with technical staff from each of these cities, have been working on this agreement since May 2012. (South Fork Water Board was informally represented by West Linn.) Any changes to the agreement would have to be re-negotiated with the other parties.
- Choose not to approve the agreement and could give staff direction on some other course of action.

COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS

2012 Tigard City Council Goal 1.a. - "Continue oversight of design, permits, rate implementation and costs for the Lake Oswego-Tigard Water Partnership."

DATES OF PREVIOUS COUNCIL CONSIDERATION

The council was briefed on this agreement in study session.

Fiscal Impact

Fiscal Information:

In 2010 the Partnership's respective councils decided to build the new water system to full capacity—38 million gallons a day (mgd). This allows the Partnership to take advantage of economies of scale, historically low interest rates and to avoid future permitting and land use review processes. With the ability to generate 38 mgd, Lake Oswego and Tigard will be able to produce enough water to provide West Linn and the South Fork Water Board with emergency water.

Any improvement costs associated with the emergency supply are included in the most recent water partnership cost analysis and are allocated between the partners. The city has budgeted nearly \$17 million dollars for water partnership projects in fiscal year 2012-2013.

Attachments

Resolution

Intergovernmental Cooperative Agreement Regarding an Emergency Water Supply (Intertie)

**CITY OF TIGARD, OREGON
TIGARD CITY COUNCIL
RESOLUTION NO. 12-**

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN INTERGOVERNMENTAL COOPERATIVE AGREEMENT REGARDING AN EMERGENCY WATER SUPPLY (INTERTIE)

WHEREAS, Lake Oswego's water system is connected to the water systems of the South Fork Water Board and West Linn via an intertie, and under an emergency water supply agreement, these three entities have supplied water to one another during emergencies; and

WHEREAS, the cities of Lake Oswego and Tigard entered into a water partnership agreement whereby the two cities would work together to develop a new water system that will meet both communities' future water needs; and

WHEREAS, under the water partnership agreement, Tigard obtained an ownership interest in the intertie used to provide emergency water; and

WHEREAS, as an owner in the intertie, Tigard needs to be included in the emergency water supply agreement; and

WHEREAS, water partnership plans include an expansion of Lake Oswego's existing water treatment plant in West Linn, and the West Linn Planning Commission suggested the emergency water supply agreement be updated; and

WHEREAS, an emergency water supply agreement has been developed and is attached as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: On behalf of the Tigard City Council, the mayor is authorized to execute the emergency water supply agreement, entitled the *Intergovernmental Cooperative Agreement for Water System Intertie between the South Fork Water Board, the City of Lake Oswego, the City of West Linn, and the City of Tigard* (Exhibit A).

SECTION 2: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2012.

Mayor - City of Tigard

ATTEST:

City Recorder - City of Tigard

**INTERGOVERNMENTAL
COOPERATIVE AGREEMENT
FOR
WATER SYSTEM INTERTIE
BETWEEN THE
SOUTH FORK WATER BOARD, THE CITY OF LAKE OSWEGO, THE CITY OF WEST LINN,
AND THE CITY OF TIGARD**

This Agreement is made and entered into by and between the South Fork Water Board, an intergovernmental entity created pursuant to ORS Chapter 190, serving as a water supply agency and jointly owned and operated by the Cities of Oregon City and West Linn, hereinafter referred to as "Board," and the City of Lake Oswego, an Oregon municipal corporation, hereinafter referred to as "Lake Oswego," and the City of West Linn, an Oregon municipal corporation, hereinafter referred to as "West Linn," and the City of Tigard, an Oregon Municipal Corporation, hereinafter referred to as "Tigard", all hereinafter collectively referred to as the "Parties."

RECITALS

The Parties agree upon the following recitals:

1. WHEREAS, the Parties acknowledge that the Board, Lake Oswego, and West Linn entered into an intergovernmental cooperative agreement in 1984 to provide for the construction, operation and maintenance of an emergency water system intertie between the water supply system of the Board and West Linn and the water supply system of Lake Oswego; and
2. WHEREAS, the facilities as described in the 1984 agreement, which are located near the intersection of Old River Road and Kenthorpe Way in West Linn, were constructed and the intertie became operable in that same year, and
3. WHEREAS, the intertie has been utilized periodically since 1984 during emergencies to provide emergency water supply between the Board, Lake Oswego, and West Linn; and
4. WHEREAS, the planning for the 1984 intertie contemplated future construction of an intertie water pump station in the vicinity of original intertie; and
5. WHEREAS, West Linn has constructed the previously contemplated pump station on Old River Road near its intersection with Kenthorpe Way; and
6. WHEREAS, the intertie pump station and appurtenant facilities provide benefit to all of the Parties to this agreement; and
7. WHEREAS, the Board, Lake Oswego, and West Linn contributed to the cost of the pump station and appurtenant facilities; and
8. WHEREAS, Lake Oswego and Tigard have entered into an intergovernmental cooperative agreement that conveys an ownership interest in existing water supply facilities necessary to supply emergency water to West Linn and Board, and provides for construction of new water

supply facilities including an expanded water treatment plant and raw and finished water pipelines to supply their respective long term water needs; and

9. WHEREAS, the changes in ownership, anticipated facilities expansion, and water allocation formulas called for in the intergovernmental agreement between Lake Oswego and Tigard necessitate amendment of the existing water system intertie agreement; and
10. WHEREAS, through expansion of Lake Oswego's existing water supply system to its ultimate treatment capacity of 38 million gallons per day (mgd), Lake Oswego and Tigard can continue to provide West Linn and Board with redundant water supply facilities and a reliable source of emergency water supply sufficient to meet West Linn's average day demand of 4 mgd through at least 2041; and
11. WHEREAS, the Parties agree that other options for West Linn to provide its citizens with a redundant and reliable water supply system for emergency water supply needs are significantly more expensive and therefore agree it is in the best interests of their respective communities to work together in good faith to address critical, local water infrastructure needs in a coordinated and collaborative manner for mutual benefit; and
12. WHEREAS, provided that expansion of Lake Oswego's existing water supply system occurs, West Linn ratepayers will avoid \$11.6 million in water system capital construction needs, and each Party will realize other benefits including mitigating environmental impacts from duplicative infrastructure projects, flexibility in system operations for emergency and non-emergency events, and economies not otherwise achieved through individual actions; and
13. WHEREAS, the Parties acknowledge that by entering into this Agreement the public health, safety and welfare of their citizens are protected and enhanced in a fiscally responsible manner; and
14. WHEREAS, the Parties acknowledge that they have authority to execute this cooperative intergovernmental agreement pursuant to the terms of their respective municipal charters and pursuant to ORS 190.010;

NOW THEREFORE, in consideration of the mutual covenants and agreements contained herein, it is agreed by and between the Parties hereto as follows:

1. "Water Supply Facilities" Defined. As used herein, the term "water supply facilities" means river intake, raw and finished pumping facilities, water treatment facilities, water storage facilities, and all other infrastructure used in conjunction with the appropriation, treatment, storage or transmission of the Parties' water.
2. "Emergency Condition" Defined. An "emergency condition" is an occurrence created by a failure of the water supply facilities of the Board, Lake Oswego, West Linn, or Tigard, or the occurrence

of an event which jeopardizes the Parties' water quality, whereby insufficient supply to any of the water customers of the Parties could threaten the health or safety of those customers. Such failure includes failure or interruption in the operation of river intakes, raw and finished water pumping facilities, water treatment facilities, raw and finished water pipelines, reservoirs, and appurtenant facilities. Emergency conditions shall not include situations involving loss of water pressure or diminution in water volume in a water distribution system during periods of high demand if the system remains in a normal operational mode, and shall not include scheduled repairs or maintenance or reductions in water availability due to regulatory action.

3. Utilization of Water Intertie. The water system intertie may be utilized by the mutual consent of the executive officers of each of the Parties, or their designees. Decisions regarding the use of the intertie may be reviewed by the city councils of each of the Parties at the discretion of each city council.

4. Location and Description of Water System Intertie. The location of the water system intertie is in the vicinity of the intersection of Kenthorpe and Old River Road in West Linn. The intersection connection that was established and constructed in 1984 under the above-referenced prior agreement consists of an 18-inch intertie main approximately 800 feet in length and related appurtenance that are located on Old River Road between Mapleton Drive and Kenthorpe Way. This pipeline connects West Linn's 18-inch diameter transmission main located on Highway 43 to Lake Oswego's 24-inch diameter transmission main located at the intersection of Kenthorpe Way and Old River Road. In 2000, West Linn constructed an intertie booster pump station on property located on the west side of Old River Road between Kenthorpe and Mapleton Drive. The property is located between Old River Road and Highway 43. The pump station connects to, and utilizes, the 18-inch intertie main on Old River Road. The pump station allows the intertie to be used on a continuous and automatically controlled basis in both directions of supply, i.e. Board and West Linn to Lake Oswego and Lake Oswego and Tigard to West Linn and Board. The pump station includes flow, pressure control, metering and telemetry facilities, and a connection for providing emergency power supply. The pump station, along with the facilities and appurtenances associated with it, as well as the facilities previously constructed in 1984, constitute the water system intertie that is the subject of this agreement.

5. Modifications to Water System Intertie. West Linn, as the project owner, undertook and completed the water system intertie pump station project. West Linn has maintained accurate cost accounting records relating to the project. The Board agreed to contribute \$100,000.00 to the project cost, which shall be payable in accordance with a payment schedule not to exceed two years. Lake Oswego agreed to contribute to the project a sum equal to 50% of the project cost of the facilities that benefit Lake Oswego, but not to exceed \$65,000.00. These facilities are defined as the piping, valves, vaults, metering, instrumentation and control systems, and appurtenant facilities that are used to provide water supply to Lake Oswego from West Linn and the Board. The estimated project cost of these facilities which benefit Lake Oswego is \$130,000. "Project Cost" as used in this paragraph is defined as the final construction cost of the facilities plus the prorated share of the engineering costs for project which include pre-design, design, bidding and award, construction management, permits and approvals, operation and maintenance manuals, and intertie operating plan. Project costs do not include property acquisition costs, contractor claims, litigation costs or other extraordinary costs related to the project. Upon completion of the project, West Linn will provide documentation to Lake Oswego for the project costs incurred. Lake Oswego agrees to pay West Linn its contribution toward the

cost of such facilities in accordance with a payment schedule not to exceed two years from the date of this agreement.

6. Title to Intertie Facilities. The title to the water system intertie facilities as described above in Paragraph 4 and the obligation to insure them shall be in the name of West Linn. Title to the property occupied by the intertie pump station will be in the name of West Linn.

7. Method of Water Supply Through Intertie. Supply to Lake Oswego and Tigard from the Board and West Linn will be by gravity through the piping, metering, flow and pressure control facilities associated with the intertie pump station. Supply to West Linn and the Board from Lake Oswego and Tigard will be accomplished by pumping or gravity from the Lake Oswego-Tigard water system through the intertie pump station into West Linn's system. Instrumentation, control and telemetry systems will be installed in the station and the station will be under the primary control of West Linn. Lake Oswego has installed additional instrumentation, control and telemetry systems that will provide for pump station status indication and additional control functions. West Linn will prepare an operating plan for the intertie pump station and appurtenant facilities and provide copies of same to the Board and Lake Oswego.

8. Quantity of Water to be Supplied. Upon agreement between the Parties to make use of the intertie pursuant to Paragraph 3 of this Agreement, the supplying water shall endeavor to supply the maximum feasible quantity of water requested by the receiving Party, and take all reasonable actions necessary to accomplish the same, so long as such actions are not detrimental to the operation of the supplying Party's own water system. Provided that Lake Oswego's supply facilities are expanded to a treatment capacity of 38 million gallons per day, Lake Oswego and Tigard can provide West Linn and Board with redundant water supply facilities and a reliable source of emergency water supply sufficient to meet West Linn's average day demand of 4 mgd through at least 2041.

9. Cost of Water to be Supplied. The Parties agree to pay for all water provided through the intertie at a rate which is the greater of:
 - a. The cost, then being paid by West Linn to the Board for wholesale water; or
 - b. The cost to Lake Oswego and Tigard to produce and deliver water to the inlet side of the intertie pump station, which in the first year of operation of the expanded treatment plant is estimated to be \$0.95 per 100 cubic feet.

The volume of water delivered shall be measured by the meter installed at the intertie pump station. The Parties shall have the right at any time to review rates for water supplied and make such adjustments to the cost of water provided, as they deem necessary and by mutual agreement of all Parties. In the event it is necessary for a Party supplying water through the intertie to obtain additional water from a water provider not party to this agreement, the water rate charged to the Party receiving water under this agreement shall be the water rate charged to the supplying Party by the non-party water provider. The Parties further agree that water utilized for periodic testing and exercising of the facilities will be furnished between the Parties

15962 S. Hunter Avenue
Oregon City, Oregon 97045

City of Lake Oswego: City Manager
City of Lake Oswego
P.O. Box 369
Lake Oswego, Oregon 97034

City of West Linn: City Manager
City of West Linn
22500 Salamo Road
West Linn, Oregon 97068

City of Tigard City Manager
City of Tigard
13125 SW Hall Blvd
Tigard, Oregon 97223

18. Dispute Resolution: If a dispute arises between the parties regarding this Agreement, the Parties shall attempt to resolve the dispute through the following steps:

Step One (Negotiation)

The Manager or other persons designated by each of the disputing Parties will negotiate on behalf of the entity they represent. The nature of the dispute shall be reduced to writing and shall be presented to each Manager, who shall then meet and attempt to resolve the issue. If the dispute is resolved at this step, there shall be a written determination of such resolution, signed by each Manager and ratified by their respective Board or Council, which shall then be binding upon the Parties.

Step Two (Mediation)

If the dispute cannot be resolved within thirty (30) days at Step One, the parties shall submit the matter to non-binding mediation. The Parties shall attempt to agree on a mediator. If they cannot agree, the Parties shall request a list of five (5) mediators from the Presiding Judge of the Clackamas County Circuit Court. The Parties will attempt to mutually agree on a mediator from the list provided, but if they cannot agree, the mediator will be selected by the Presiding Judge of Clackamas County Circuit Court. The cost of mediator shall be borne equally between the Parties, but each Party shall otherwise be responsible for its own costs and fees therefore. If the issue is resolved at this step, a written determination of such resolution shall be signed by each Manager and ratified by their respective Board or Council.

Step Three (Arbitration)

If the Parties are unsuccessful at Steps One and Two, the dispute shall be resolved by binding arbitration proceedings pursuant to ORS Chapter 36. The Parties shall follow the same process

as in Step Two for the selection of the arbitrator. Upon breach of this agreement, the nondefaulting Parties shall be entitled to all legal or equitable remedies available, including injunctive relief, declaratory judgment, specific performance and termination. The prevailing Party(ies) in Step Three shall be entitled to reasonable attorney fees and costs which have been incurred during the Step Three process, as may be awarded by the arbitrator.

SIGNATURE PAGE FOLLOWS

IN WITNESS WHEREOF, the Parties have set their hands and affixed their seals as of the date and year hereinabove written.

Board has acted in this matter pursuant to Resolution No. _____ adopted on the _____ day of _____, 2012.

Lake Oswego has acted in this matter pursuant to Resolution No. _____ adopted on the _____ day of _____, 2012.

West Linn has acted in this matter pursuant to Resolution No. _____ adopted on the _____ day of _____, 2012.

Tigard has acted in this matter pursuant to Resolution No. _____ adopted on the _____ day of _____, 2012.

South Fork Water Board,
by and through its officials

APPROVED AS TO FORM

By: _____
Doug Neeley, Vice Chair

By: _____
Chris Crean, Attorney

City of Lake Oswego,
by and through its officials

APPROVED AS TO FORM

By: _____
Jack D. Hoffman, Mayor

By: _____
David Powell, City Attorney

Attest: _____
Catherine Schneider, City Recorder

City of West Linn,
by and through its officials

APPROVED AS TO FORM

By: _____
Jon Kovash, Mayor

By: _____
Pam Beery, City Attorney

Attest: _____
Kathy Mollusky, City Recorder

City of Tigard
by and through its officials

APPROVED AS TO FORM

by: _____
Craig Dirksen, Mayor

By: _____
Tim Ramis, Attorney

Attest: _____
Cathy Wheatley, City Recorder

Business Meeting

Meeting Date: 09/25/2012

Length (in minutes): 10 Minutes

Agenda Title: Recognition of City Employees Jonny Gish and Ed Leniger

Prepared For: Dennis Koellermeier

Submitted By: Greer Gaston, Public Works

Item Type: Update, Discussion, Direct Staff

Meeting Type: Council Business Meeting - Main

Information

ISSUE

Recognition of city employees Jonny Gish and Ed Leniger who saved the life of their co-worker, John Sager.

STAFF RECOMMENDATION / ACTION REQUEST

Participate in the recognition of city employees Jonny Gish and Ed Leniger.

KEY FACTS AND INFORMATION SUMMARY

On July 16, 2012, city employees Jonny Gish and Ed Leniger came to the aid of a co-worker who was having a medical emergency.

Jonny, Ed and co-worker John Sager were cleaning a sewer line in the backyard of a private home when John collapsed of an apparent heart attack and began sliding into a manhole. Ed held on to John and radioed Jonny, who was working at the front of the house. Together, Jonny and Ed assessed the situation, called 911 and, when John stopped breathing, administered CPR until paramedics arrived.

John was transported to the hospital, underwent surgery the following day and is now recovering at home.

Lieutenant Boothby from the city’s Police Department conducts CPR and AED training for Public Works Department employees every three years. Jonny and Ed had just completed CPR/AED training in May.

During this agenda item, the city and Division Chief Jim Davis of Tualatin Valley Fire and Rescue will recognize the lifesaving efforts of Mr. Gish and Mr. Leniger.

OTHER ALTERNATIVES

None

COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS

None

DATES OF PREVIOUS COUNCIL CONSIDERATION

None

Business Meeting**Meeting Date:** 09/25/2012**Length (in minutes):** 5 Minutes**Agenda Title:** Present the Council with the National American Public Works Association's Project of the Year Award for the Burnham Street Reconstruction Project**Prepared For:** Kim McMillan **Submitted By:** Greer Gaston, Public Works**Item Type:** Update, Discussion, Direct Staff **Meeting Type:** Council Business Meeting - Main**Information****ISSUE**

Staff will present the council with the national American Public Works Association's (APWA's) Project of the Year Award for the Burnham Street reconstruction project.

STAFF RECOMMENDATION / ACTION REQUEST

No action is required; the council is asked to accept the award.

KEY FACTS AND INFORMATION SUMMARY

In 2011, the city's Burnham Street reconstruction project was awarded the Project of the Year Award from the *local chapter* of the APWA.

On August 27, 2012, the Burnham Street reconstruction project was awarded the Project of the Year Award for Transportation Projects between \$5 and \$25 million at the *national* level of the APWA.

This award recognizes the partnership between the managing agency, the consultant/architect/engineer and the contractor who, working together, complete public works projects. The award acknowledged the City of Tigard along with the project design and construction team which included OTAK Engineers, Kodiak Pacific Construction and WH Pacific.

Kim McMillan was the city's project manager. Ms. McMillan recently traveled to the APWA national conference in Anaheim, California where she accepted the award on behalf of the city. Ms. McMillan will present the award to council.

OTHER ALTERNATIVES

None

COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS

None

DATES OF PREVIOUS COUNCIL CONSIDERATION

Items associated with the Burnham Street reconstruction project and project briefings were presented to the council many times throughout the life of the project.

Business Meeting**Meeting Date:** 09/25/2012**Length (in minutes):** 15 Minutes**Agenda Title:** Supplemental Budget Amendment to FY 2013 Adopted Budget**Prepared For:** Toby LaFrance**Submitted By:** Carissa Collins, Financial and Information Services

Motion Requested

Resolution

Item Type: Public Hearing - Informational**Meeting Type:** Council Business Meeting - Main**Information****ISSUE**

A first quarter supplemental amendment to the FY 2013 Adopted Budget is requested. The purpose of the supplemental is to account for revenues and expenses that were unknown at the time of budget adoption. The following issues are addressed in the amendment:

- A. Carryforwards in Public Works, and the Capital Improvement Program (CIP)
- B. Grant Revenues and Expenses
- C. CIP Budget Adjustments
- D. Budget Adjustments in Public Works Sanitary Sewer, Stormwater, and Fleet/Property Management Operations.

STAFF RECOMMENDATION / ACTION REQUEST

Approve the FY 2013 First Quarter Supplemental Budget Amendment.

KEY FACTS AND INFORMATION SUMMARY

The following is a list of items that require council action for the FY 2013 Adopted Budget:

A. Carryforwards for Public Works & Capital Improvement Program**Public Works:**

1. Carryforward-Brightworks Sustainability Coordinator - A carryforward totalling \$20,000 is requested for professional services work to complete the sustainability initiative in relation to council goals.

Capital Improvement Program:

2a). Carryforward-Main St. Sewer (Fanno Creek Crossing Elimination) – A carryover of \$7,000 is requested to complete the design specifications for the sewer line underneath the bridge.

2b). Carryforward-Derry Dell Creek & Sewer Interceptor Relocation – A carryforward in the amount of \$1,105,000 is requested for the completion of the land acquisition for this project.

2c). Carryforward-Crosswalk Beacon Upgrades – A carryover in the amount of \$35,000 is requested to complete the final installation of crosswalk controls at 68th and Hampton.

B. Grant Revenues and Expenses

3a). Police – The city received the Edward Byrne Grant in the amount of \$11,143 to be used for the upgrade and acquisition of briefing room equipment including cabling, audio visual equipment, and office furniture for Operations. Additionally, a \$32,748 Homeland Security Grant was received for the purchase of camera equipment in Support Services for \$10,188, and \$22,560 for the purchase of portable radios in Operations.

3b). Public Works – The city received two Homeland Security Grants totaling \$25,600. A total of \$20,000 will be used for the development of the Continuity of Operations Plan, and \$5,600 will be used for the purchase of training materials for the Community Emergency Response Teams (CERT). In addition, the city received a \$5,000 grant from Metro for the Regional Trail Sign Plan.

3c). Community Development - In FY 2012, the city received a \$45,000 grant to begin work on Goal 10: Housing from the Department of Land Conservation and Development. The city receives reimbursement after each of the 8 tasks are completed. The first task of this project was not completed by June 30, 2012, therefore requiring a carryover into the next fiscal year. A total of \$7,500 is required to complete this task.

C. Capital Improvement Program Budget Adjustments

4. Main St. Green St. Retrofit – A total of \$177,000 is requested for right-of-way (ROW) purchase and design work. A total of \$173,000 is required for ROW on Main Street. The Oregon Department of Transportation will reimburse the city 89% or \$153,970 of the cost. This does not include the city's 11% match or \$19,030.

5a). Fanno Cr. Trail (Main to Grant) – Approximately \$9,000 is being requested for the completion of design specifications, permits, and the communication plan for this project.

5b). Fanno Cr. Trail (Main to Grant) & East Butte Heritage Park – In June 2012, council approved the new methodology for the Parks System Development Charges. With this action, additional revenue is expected to occur within this fund. This will enable the city to use Park SDC to fund part of the development of East Butte Heritage for \$93,750 and the Fanno Creek Trail in the amount of \$43,250.

6. Park System - Washington County partnered with the city to purchase Sunrise Park. The city's portion of the purchase was for \$400,000 which was reimbursed by Washington County in May 2012. This amount requires appropriation in order to be used for potential land acquisitions made during the fiscal year.

D. Budget Adjustments in Public Works and Policy & Administration

Public Works and Policy & Administration:

7. Sanitary Sewer - Additional appropriation is requested in order to bring the city into compliance with Clean Water Service standards. The Sanitary Sewer Fund currently has \$27,100 budgeted. However, an additional \$137,000 is requested to TV an added 232,200 feet of sewer lines at \$0.59/foot.

8. Parks & Grounds - The Voluntary Separation Option (VSO) was approved for the Parks Senior Utility Worker position. This position was to remain vacant until April 2013. However, this position was eliminated by error in the adopted budget. This action will reinstate the 1.0 FTE along with salary and benefits for the remaining 3 months of the fiscal year in the amount of \$15,585. Total FTE will increase from 8.75 to 9.75 in this division.

9. Engineering - As part of the VSO process, Engineering was approved to hire an Engineering Tech I. The budget was originally adopted for the position to begin at Step 1. Based upon city manager's approval, this position will begin at Step 4. An additional \$9,700 is being requested in order for this position to have sufficient budget.

10. Administration - Budget Committee recommended the 1% increase of the Solid Waste Franchise Fee prompting a review of the rates. Additional funding in the amount of \$8,640 is requested to perform a review of the rates.

11. Street Maintenance - A total of \$100,000 was appropriated for the ROW Maintenance as a transfer from the Street Maintenance Fee Fund to the Gas Tax Fund in the FY 2013 Adopted Budget. However, only \$75,000 was budgeted in the Street Maintenance Division. This request will ensure that there is enough budget available to complete the ROW work.

12. Healthy Streams – A transfer of \$103,014 of sewer funds is being requested to reimburse the Stormwater funds for work related to sanitary sewer.

13. Risk Management – A total of \$50,000 is required for insurance claims.

14. Fleet/Property Management – A total of \$14,700 is being requested to hire a part-time seasonal worker to assist the Fleet Division with the pick-up and drop-off of vehicles for repair.

OTHER ALTERNATIVES

Do not approve the supplemental budget amendment.

COUNCIL OR CCDA GOALS, POLICIES, MASTER PLANS

2. Financial Stability

DATES OF PREVIOUS CONSIDERATION

N/A

Fiscal Impact

Cost: \$2,593,991
Budgeted (yes or no): No
Where Budgeted (department/program): PW/Risk/CIP

Additional Fiscal Notes:

The total impact of this action will increase the FY 2013 Adopted Budget by \$2,593,991. Although the supplemental consists of increased requirements, they are offset by additional resources including grant revenues. There are three items that impact reserves by a total of \$346,986. Items 6 and 13 reduce the reserve for future expenditures in the Parks Bond Fund and the Risk Management Fund by \$400,000 and \$50,000 respectively. Item 12 increases the reserve for future expenditure in the Stormwater Fund by \$103,014. The Exhibit-A has the details of each budgetary item. Attachment #1 summarizes the items by fund and for all city funds.

Attachments

Resolution
Exhibit A
Attachment 1

**CITY OF TIGARD, OREGON
TIGARD CITY COUNCIL
RESOLUTION NO. 12-**

A RESOLUTION TO ADOPT A SUPPLEMENTAL BUDGET AMENDMENT TO FY 2013 TO ACHIEVE THE FOLLOWING: CARRYFORWARDS OF BUDGET ITEMS, GRANT REVENUES AND EXPENSES, BUDGET ADJUSTMENTS IN PUBLIC WORKS, COMMUNITY DEVELOPMENT, COMMUNITY SERVICES, POLICY AND ADMINISTRATION, AND THE CAPITAL IMPROVEMENT PROGRAM.

WHEREAS, the city is acknowledging those items that were unknown at the time the FY 2013 Budget was adopted; and

WHEREAS, the city recognizes a total of \$2,247,005 of unanticipated requirements in Public Works, Community Development, Community Services, Policy and Administration, and the Capital Improvement Program; and

WHEREAS, the city recognizes a total of \$1,174,500 in budgeted carry forward amounts into the existing budget along with \$1,072,505 in additional revenues; and

WHEREAS, the Voluntary Separation Option (VSO) was approved for the Parks Senior Utility Worker position and the position was to remain vacant until April 2013; and

WHEREAS, the Parks Senior Utility Worker position was not included in the FY 2013 Adopted Budget; and

WHEREAS, the city will reinstate the 1.0 FTE along with salary and benefits for the remaining three months of the fiscal year.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: The FY 2012-13 Budget is hereby amended as detailed in Exhibit A.

SECTION 2: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2012.

Mayor - City of Tigard

ATTEST:

City Recorder - City of Tigard

**City of Tigard
FY 2013 First Qtr Supplemental Budget Amendment**

1. Carryforward-Public Works

A carryforward in the amount of \$20,000 is requested to complete the sustainability initiative in Public Works. This action will increase beginning fund balance in the General Fund by \$20,000. In turn, program expenditures within Public Works will increase by the same amount.

General Fund	Adopted	Amendment	Revised
Resources	Budget	Amendment	Budget
Beginning Fund Balance	\$ 6,321,359	\$ 20,000	\$ 6,341,359
Property Taxes	\$ 12,726,427		\$ 12,726,427
Franchise Fees	\$ 4,966,611		\$ 4,966,611
Licenses & Permits	\$ 882,300		\$ 882,300
Intergovernmental	\$ 5,589,661		\$ 5,589,661
Charges for Services	\$ 3,142,995		\$ 3,142,995
Fines & Forfeitures	\$ 1,063,126		\$ 1,063,126
Interest Earnings	\$ 103,722		\$ 103,722
Miscellaneous	\$ 24,655		\$ 24,655
Other Financing Sources	\$ 280,000		\$ 280,000
Transfers In from Other Funds	\$ 70,000		\$ 70,000
Total Resources	\$ 35,170,856	\$ 20,000	\$ 35,190,856
Requirements			
Policy and Administration	\$ 748,857		\$ 748,857
Community Development	\$ 2,921,115		\$ 2,921,115
Community Services	\$ 19,608,151		\$ 19,608,151
Public Works	\$ 4,999,096	\$ 20,000	\$ 5,019,096
Program Expenditures Total	\$ 28,277,219	\$ 20,000	\$ 28,297,219
Debt Service	\$ -		\$ -
Loans	\$ 280,000		\$ 280,000
Work-In-Progress	\$ -		\$ -
Transfers to Other Funds	\$ 623,264		\$ 623,264
Contingency	\$ 1,000,000		\$ 1,000,000
Total Budget	\$ 30,180,483	\$ 20,000	\$ 30,200,483
Reserve For Future Expenditure	\$ 4,990,373	\$ -	\$ 4,990,373
Total Requirements	\$ 35,170,856	\$ 20,000	\$ 35,190,856

**City of Tigard
FY 2013 First Qtr Supplemental Budget Amendment**

2. Carryforward CIP - Sanitary Sewer System

A carryforward is requested for the following projects:

- a). Main St. Sewer (Fanno Creek Crossing Elimination)-Carryover is requested to complete design specifications for the waterline underneath the bridge in the amount of \$7,000.
- b). Derry Dell Creek & Sewer Interceptor Relocation-A carryforward is needed for the completion of the land acquisition related to development of this project. Total carryforward for this project is \$1,105,000. The above actions will increase the beginning fund balance by \$1,112,000 in the Sanitary Sewer Fund. Capital improvement program expenditures will increase by this same amount.

	<u>Adopted Budget</u>	<u>Amendment</u>	<u>Revised Budget</u>
Sanitary Sewer Fund			
Resources			
Beginning Fund Balance	\$ 5,732,337	\$ 1,112,000	\$ 6,844,337
Property Taxes	\$ -		\$ -
Franchise Fees	\$ -		\$ -
Licenses & Permits	\$ 178,250		\$ 178,250
Intergovernmental	\$ -		\$ -
Charges for Services	\$ 1,283,300		\$ 1,283,300
Fines & Forfeitures	\$ -		\$ -
Interest Earnings	\$ 100,333		\$ 100,333
Miscellaneous	\$ 127,513		\$ 127,513
Other Financing Sources	\$ -		\$ -
Transfers In from Other Funds	\$ 329,000		\$ 329,000
Total Resources	\$ 7,750,733	\$ 1,112,000	\$ 8,862,733
Requirements			
Policy and Administration	\$ -		\$ -
Community Development	\$ -		\$ -
Community Services	\$ -		\$ -
Public Works	\$ 1,423,428		\$ 1,423,428
Program Expenditures Total	\$ 1,423,428	\$ -	\$ 1,423,428
Debt Service	\$ -		\$ -
Loans	\$ 200,000		\$ 200,000
Work-In-Progress	\$ 3,009,388	\$ 1,112,000	\$ 4,121,388
Transfers to Other Funds	\$ 67,149		\$ 67,149
Contingency	\$ 400,000		\$ 400,000
Total Budget	\$ 5,099,965	\$ 1,112,000	\$ 6,211,965
Reserve For Future Expenditure	\$ 2,650,768	\$ -	\$ 2,650,768
Total Requirements	\$ 7,750,733	\$ 1,112,000	\$ 8,862,733

**City of Tigard
FY 2013 First Qtr Supplemental Budget Amendment**

c). Crosswalk Beacon Upgrades

A carryforward is requested to complete the installation of the last spot devices for 68th & Hampton crosswalk controls. This action will increase beginning fund balance in the Gas Tax Fund by \$35,000. This also results in an increase in transfers to the Transportation CIP Fund with an equal increase in CIP program expenses in the Transportation CIP Fund by \$35,000.

	Adopted Budget	Amendment	Revised Budget
Gas Tax Fund			
Resources			
Beginning Fund Balance	\$ 1,655,204	\$ 35,000	\$ 1,690,204
Property Taxes	\$ -		\$ -
Franchise Fees	\$ -		\$ -
Licenses & Permits	\$ 2,602		\$ 2,602
Intergovernmental	\$ 3,621,560		\$ 3,621,560
Charges for Services	\$ -		\$ -
Fines & Forfeitures	\$ -		\$ -
Interest Earnings	\$ 55,732		\$ 55,732
Miscellaneous	\$ 59,700		\$ 59,700
Other Financing Sources	\$ -		\$ -
Transfers In from Other Funds	\$ 100,000		\$ 100,000
Total Resources	\$ 5,494,798	\$ 35,000	\$ 5,529,798
Requirements			
Policy and Administration	\$ -		\$ -
Community Development	\$ -		\$ -
Community Services	\$ -		\$ -
Public Works	\$ 2,204,010		\$ 2,204,010
Program Expenditures Total	\$ 2,204,010	\$ -	\$ 2,204,010
Debt Service	\$ 615,928		\$ 615,928
Loans	\$ -		\$ -
Work-In-Progress	\$ -		\$ -
Transfers to Other Funds	\$ 2,232,133	\$ 35,000	\$ 2,267,133
Contingency	\$ 300,000		\$ 300,000
Total Budget	\$ 5,352,071	\$ 35,000	\$ 5,387,071
Reserve For Future Expenditure	\$ 142,727	\$ -	\$ 142,727
Total Requirements	\$ 5,494,798	\$ 35,000	\$ 5,529,798

**City of Tigard
 FY 2013 First Qtr Supplemental Budget Amendment**

	Adopted Budget	Amendment	Revised Budget
Transportation CIP Fund			
Resources			
Beginning Fund Balance	\$ 71,086		\$ 71,086
Property Taxes	\$ -		\$ -
Franchise Fees	\$ -		\$ -
Licenses & Permits	\$ -		\$ -
Intergovernmental	\$ -		\$ -
Charges for Services	\$ -		\$ -
Fines & Forfeitures	\$ -		\$ -
Interest Earnings	\$ -		\$ -
Miscellaneous	\$ -		\$ -
Other Financing Sources	\$ -		\$ -
Transfers In from Other Funds	\$ 3,313,719	\$ 35,000	\$ 3,348,719
Total Resources	\$ 3,384,805	\$ 35,000	\$ 3,419,805
Requirements			
Policy and Administration	\$ -		\$ -
Community Development	\$ -		\$ -
Community Services	\$ -		\$ -
Public Works	\$ -		\$ -
Program Expenditures Total	\$ -	\$ -	\$ -
Debt Service	\$ -		\$ -
Loans	\$ -		\$ -
Work-In-Progress	\$ 3,348,719	\$ 35,000	\$ 3,383,719
Transfers to Other Funds	\$ -		\$ -
Contingency	\$ -		\$ -
Total Budget	\$ 3,348,719	\$ 35,000	\$ 3,383,719
Reserve For Future Expenditure	\$ 36,086	\$ -	\$ 36,086
Total Requirements	\$ 3,384,805	\$ 35,000	\$ 3,419,805

**City of Tigard
FY 2013 First Qtr Supplemental Budget Amendment**

3. Grants - Police

a). The city received an \$11,143 Edward Byrne Grant to be used for the upgrade and acquisition of briefing room equipment including cabling, audio visual equipment, and office furniture.

In addition, the city has received a Homeland Security Grant in the amount of \$32,748. These funds will be used in Support Services for purchase of camera equipment in the amount of \$10,188, and \$22,560 to be used in Operations for purchase of radios.

This action will increase intergovernmental revenues by \$43,891 with an increase in Community Services program expenditures by the same amount.

General Fund Resources	Adopted Budget	Amendment	Revised Budget
Beginning Fund Balance	\$ 6,321,359		\$ 6,321,359
Property Taxes	\$ 12,726,427		\$ 12,726,427
Franchise Fees	\$ 4,966,611		\$ 4,966,611
Licenses & Permits	\$ 882,300		\$ 882,300
Intergovernmental	\$ 5,589,661	\$ 43,891	\$ 5,633,552
Charges for Services	\$ 3,142,995		\$ 3,142,995
Fines & Forfeitures	\$ 1,063,126		\$ 1,063,126
Interest Earnings	\$ 103,722		\$ 103,722
Miscellaneous	\$ 24,655		\$ 24,655
Other Financing Sources	\$ 280,000		\$ 280,000
Transfers In from Other Funds	\$ 70,000		\$ 70,000
Total Resources	\$ 35,170,856	\$ 43,891	\$ 35,214,747
Requirements			
Policy and Administration	\$ 748,857		\$ 748,857
Community Development	\$ 2,921,115		\$ 2,921,115
Community Services	\$ 19,608,151	\$ 43,891	\$ 19,652,042
Public Works	\$ 4,999,096		\$ 4,999,096
Program Expenditures Total	\$ 28,277,219	\$ 43,891	\$ 28,321,110
Debt Service	\$ -		\$ -
Loans	\$ 280,000		\$ 280,000
Work-In-Progress	\$ -		\$ -
Transfers to Other Funds	\$ 623,264		\$ 623,264
Contingency	\$ 1,000,000		\$ 1,000,000
Total Budget	\$ 30,180,483	\$ 43,891	\$ 30,224,374
Reserve For Future Expenditure	\$ 4,990,373	\$ -	\$ 4,990,373
Total Requirements	\$ 35,170,856	\$ 43,891	\$ 35,214,747

**City of Tigard
FY 2013 First Qtr Supplemental Budget Amendment**

3. Grants - Public Works

b). The city received a total of \$30,600 in grants to be used for the development of a Continuity of Operations Plan in the amount of \$20,000. Also, \$5,600 has been received from Homeland Security to purchase Community Emergency Response Teams (CERT) materials and technical training for Emergency Management. In addition, the city received a matching grant in the amount of \$5,000 from Metro for implementation of a trail signage plan. The total grant amount of \$30,600 will increase intergovernmental revenues in the General Fund with an equal increase in program expenditures in Public Works.

General Fund	Adopted	Amendment	Revised
Resources	Budget		Budget
Beginning Fund Balance	\$ 6,321,359		\$ 6,321,359
Property Taxes	\$ 12,726,427		\$ 12,726,427
Franchise Fees	\$ 4,966,611		\$ 4,966,611
Licenses & Permits	\$ 882,300		\$ 882,300
Intergovernmental	\$ 5,589,661	\$ 30,600	\$ 5,620,261
Charges for Services	\$ 3,142,995		\$ 3,142,995
Fines & Forfeitures	\$ 1,063,126		\$ 1,063,126
Interest Earnings	\$ 103,722		\$ 103,722
Miscellaneous	\$ 24,655		\$ 24,655
Other Financing Sources	\$ 280,000		\$ 280,000
Transfers In from Other Funds	\$ 70,000		\$ 70,000
Total Resources	\$ 35,170,856	\$ 30,600	\$ 35,201,456
Requirements			
Policy and Administration	\$ 748,857		\$ 748,857
Community Development	\$ 2,921,115		\$ 2,921,115
Community Services	\$ 19,608,151		\$ 19,608,151
Public Works	\$ 4,999,096	\$ 30,600	\$ 5,029,696
Program Expenditures Total	\$ 28,277,219	\$ 30,600	\$ 28,307,819
Debt Service	\$ -		\$ -
Loans	\$ 280,000		\$ 280,000
Work-In-Progress	\$ -		\$ -
Transfers to Other Funds	\$ 623,264		\$ 623,264
Contingency	\$ 1,000,000		\$ 1,000,000
Total Budget	\$ 30,180,483	\$ 30,600	\$ 30,211,083
Reserve For Future Expenditure	\$ 4,990,373	\$ -	\$ 4,990,373
Total Requirements	\$ 35,170,856	\$ 30,600	\$ 35,201,456

**City of Tigard
FY 2013 First Qtr Supplemental Budget Amendment**

3. Carryforward - Community Development

c). The city received a grant in the amount of \$45,000 to begin the Goal 10: Housing work. The city will receive reimbursement once each task is completed. The first task was not completed by June 30, 2012, therefore requiring a carryforward for the completion of the first task.

This action will increase beginning fund balance in the General Fund by \$7,500. In turn, program expenditures within Community Development will increase by the same amount.

General Fund	Adopted		Revised
Resources	Budget	Amendment	Budget
Beginning Fund Balance	\$ 6,321,359		\$ 6,321,359
Property Taxes	\$ 12,726,427		\$ 12,726,427
Franchise Fees	\$ 4,966,611		\$ 4,966,611
Licenses & Permits	\$ 882,300		\$ 882,300
Intergovernmental	\$ 5,589,661	\$ 7,500	\$ 5,597,161
Charges for Services	\$ 3,142,995		\$ 3,142,995
Fines & Forfeitures	\$ 1,063,126		\$ 1,063,126
Interest Earnings	\$ 103,722		\$ 103,722
Miscellaneous	\$ 24,655		\$ 24,655
Other Financing Sources	\$ 280,000		\$ 280,000
Transfers In from Other Funds	\$ 70,000		\$ 70,000
Total Resources	\$ 35,170,856	\$ 7,500	\$ 35,178,356
Requirements			
Policy and Administration	\$ 748,857		\$ 748,857
Community Development	\$ 2,921,115	\$ 7,500	\$ 2,928,615
Community Services	\$ 19,608,151		\$ 19,608,151
Public Works	\$ 4,999,096		\$ 4,999,096
Program Expenditures Total	\$ 28,277,219	\$ 7,500	\$ 28,284,719
Debt Service	\$ -		\$ -
Loans	\$ 280,000		\$ 280,000
Work-In-Progress	\$ -		\$ -
Transfers to Other Funds	\$ 623,264		\$ 623,264
Contingency	\$ 1,000,000		\$ 1,000,000
Total Budget	\$ 30,180,483	\$ 7,500	\$ 30,187,983
Reserve For Future Expenditure	\$ 4,990,373	\$ -	\$ 4,990,373
Total Requirements	\$ 35,170,856	\$ 7,500	\$ 35,178,356

**City of Tigard
FY 2013 First Qtr Supplemental Budget Amendment**

4. Main St. Green St. Retrofit

A total of \$177,000 for completion of design work and right-of-way purchase is being requested.
 The design work costs \$4,000 and right-of-way costs amount to \$173,000.
 The Oregon Department of Transportation (ODOT) will reimburse 89% the right-of-way costs for this project.
 Total reimbursement will be \$153,970 including the deduction of the grant match of 11% or \$19,030.
 The city's match of \$19,030 or 11% will be paid from contingency within the Gas Tax Fund.
 Transfers from the Gas Tax Fund to the Transportation CIP Fund will increase by \$23,030 (\$4,000 + \$19,030).
 The \$153,970 will be recognized as intergovernmental revenue within the Transportation CIP Fund, and capital program expenditures will increase by \$177,000 within the Transportation CIP Fund.

	Adopted Budget	Amendment	Revised Budget
Gas Tax Fund			
Resources			
Beginning Fund Balance	\$ 1,655,204		\$ 1,655,204
Property Taxes	\$ -		\$ -
Franchise Fees	\$ -		\$ -
Licenses & Permits	\$ 2,602		\$ 2,602
Intergovernmental	\$ 3,621,560		\$ 3,621,560
Charges for Services	\$ -		\$ -
Fines & Forfeitures	\$ -		\$ -
Interest Earnings	\$ 55,732		\$ 55,732
Miscellaneous	\$ 59,700		\$ 59,700
Other Financing Sources	\$ -		\$ -
Transfers In from Other Funds	\$ 100,000		\$ 100,000
Total Resources	\$ 5,494,798	\$ -	\$ 5,494,798
Requirements			
Policy and Administration	\$ -		\$ -
Community Development	\$ -		\$ -
Community Services	\$ -		\$ -
Public Works	\$ 2,204,010		\$ 2,204,010
Program Expenditures Total	\$ 2,204,010	\$ -	\$ 2,204,010
Debt Service	\$ 615,928		\$ 615,928
Loans	\$ -		\$ -
Work-In-Progress	\$ -		\$ -
Transfers to Other Funds	\$ 2,232,133	\$ 23,030	\$ 2,255,163
Contingency	\$ 300,000	\$ (23,030)	\$ 276,970
Total Budget	\$ 5,352,071	\$ -	\$ 5,352,071
Reserve For Future Expenditure	\$ 142,727	\$ -	\$ 142,727
Total Requirements	\$ 5,494,798	\$ -	\$ 5,494,798

**City of Tigard
FY 2013 First Qtr Supplemental Budget Amendment**

4. Main St. Green St. Retrofit

A total of \$177,000 for completion of design work and right-of-way purchase is being requested.
 The design work costs \$4,000 and right-of-way costs amount to \$173,000.
 The Oregon Department of Transportation (ODOT) will reimburse 89% the right-of-way costs for this project.
 Total reimbursement will be \$153,970 including the deduction of the grant match of 11% or \$19,030.
 The city's match of \$19,030 or 11% will be paid from contingency within the Gas Tax Fund.
 Transfers from the Gas Tax Fund to the Transportation CIP Fund will increase by \$23,030 (\$4,000 + \$19,030).
 The \$153,970 will be recognized as intergovernmental revenue within the Transportation CIP Fund, and capital program expenditures will increase by \$177,000 within the Transportation CIP Fund.

	Adopted Budget	Amendment	Revised Budget
Transportation CIP Fund			
Resources			
Beginning Fund Balance	\$ 71,086		\$ 71,086
Property Taxes	\$ -		\$ -
Franchise Fees	\$ -		\$ -
Licenses & Permits	\$ -		\$ -
Intergovernmental	\$ -	\$ 153,970	\$ 153,970
Charges for Services	\$ -		\$ -
Fines & Forfeitures	\$ -		\$ -
Interest Earnings	\$ -		\$ -
Miscellaneous	\$ -		\$ -
Other Financing Sources	\$ -		\$ -
Transfers In from Other Funds	\$ 3,313,719	\$ 23,030	\$ 3,336,749
Total Resources	\$ 3,384,805	\$ 177,000	\$ 3,561,805
Requirements			
Policy and Administration	\$ -		\$ -
Community Development	\$ -		\$ -
Community Services	\$ -		\$ -
Public Works	\$ -		\$ -
Program Expenditures Total	\$ -	\$ -	\$ -
Debt Service	\$ -		\$ -
Loans	\$ -		\$ -
Work-In-Progress	\$ 3,348,719	\$ 177,000	\$ 3,525,719
Transfers to Other Funds	\$ -		\$ -
Contingency	\$ -		\$ -
Total Budget	\$ 3,348,719	\$ 177,000	\$ 3,525,719
Reserve For Future Expenditure	\$ 36,086	\$ -	\$ 36,086
Total Requirements	\$ 3,384,805	\$ 177,000	\$ 3,561,805

**City of Tigard
FY 2013 First Qtr Supplemental Budget Amendment**

5. Capital Improvement Program (CIP) - Parks

A budget adjustment is required in the Parks System for the following projects:

- a). Fanno Creek Trail (Main to Grant)-For completion of the planting specifications, permits, and communications plan in the amount of \$9,000.
- b). Fanno Creek Trail (Main to Grant) and East Butte Heritage Park-On June 12, 2012, council approved the new methodology for Parks SDC's. With this action, it is anticipated that revenues will be higher in this fund. This will enable the city to use Park SDC's to fund part of the development of East Butte Heritage for \$93,750 and the Fanno Creek Trail for \$43,250.

This budget adjustment will increase revenues in the Park SDC Fund by \$137,000 with an increase in transfers to Parks Capital by \$146,000. In addition, CIP program expenditures will increase by the same amount in the Parks Capital Fund.

	Adopted Budget	Amendment	Revised Budget
Parks SDC Fund			
Resources			
Beginning Fund Balance	\$ 2,910,897		\$ 2,910,897
Property Taxes	\$ -		\$ -
Franchise Fees	\$ -		\$ -
Licenses & Permits	\$ 257,825	\$ 137,000	\$ 394,825
Intergovernmental	\$ -		\$ -
Charges for Services	\$ -		\$ -
Fines & Forfeitures	\$ -		\$ -
Interest Earnings	\$ 19,782		\$ 19,782
Miscellaneous	\$ -		\$ -
Other Financing Sources	\$ -		\$ -
Transfers In from Other Funds	\$ -		\$ -
Total Resources	\$ 3,188,504	\$ 137,000	\$ 3,325,504
Requirements			
Policy and Administration	\$ -		\$ -
Community Development	\$ -		\$ -
Community Services	\$ -		\$ -
Public Works	\$ -		\$ -
Program Expenditures Total	\$ -	\$ -	\$ -
Debt Service	\$ -		\$ -
Loans	\$ -		\$ -
Work-In-Progress	\$ -		\$ -
Transfers to Other Funds	\$ 1,172,325	\$ 146,000	\$ 1,318,325
Contingency	\$ 100,000	\$ (9,000)	\$ 91,000
Total Budget	\$ 1,272,325	\$ 137,000	\$ 1,409,325
Reserve For Future Expenditure	\$ 1,916,179	\$ -	\$ 1,916,179
Total Requirements	\$ 3,188,504	\$ 137,000	\$ 3,325,504

5. Capital Improvement Program (CIP) - Parks

A budget adjustment is required in the Parks System for the following projects:

- a). Fanno Creek Trail (Main to Grant)-For completion of the planting specifications, permits, and communications plan in the amount of \$9,000.
- b). Fanno Creek Trail (Main to Grant) and East Butte Heritage Park-On June 12, 2012, council approved the new methodology for Parks SDC's. With this action, it is anticipated that revenues will be higher in this fund. This will enable the city to use Park SDC's to fund part of the development of East Butte Heritage for \$93,750 and the Fanno Creek Trail for \$43,250.

This budget adjustment will increase revenues in the Park SDC Fund by \$137,000 with an increase in transfers to Parks Capital by \$146,000. In addition, CIP program expenditures will increase by the same amount in the Parks Capital Fund.

	Adopted Budget	Amendment	Revised Budget
Parks Capital Fund			
Resources			
Beginning Fund Balance	\$ 141,884		\$ 141,884
Property Taxes	\$ -		\$ -
Franchise Fees	\$ -		\$ -
Licenses & Permits	\$ -		\$ -
Intergovernmental	\$ 34,000		\$ 34,000
Charges for Services	\$ -		\$ -
Fines & Forfeitures	\$ -		\$ -
Interest Earnings	\$ 3,015		\$ 3,015
Miscellaneous	\$ -		\$ -
Other Financing Sources	\$ -		\$ -
Transfers In from Other Funds	\$ 5,902,628	\$ 146,000	\$ 6,048,628
Total Resources	\$ 6,081,527	\$ 146,000	\$ 6,227,527
Requirements			
Policy and Administration	\$ -		\$ -
Community Development	\$ -		\$ -
Community Services	\$ -		\$ -
Public Works	\$ -		\$ -
Program Expenditures Total	\$ -	\$ -	\$ -
Debt Service	\$ -		\$ -
Loans	\$ -		\$ -
Work-In-Progress	\$ 6,073,628	\$ 146,000	\$ 6,219,628
Transfers to Other Funds	\$ -		\$ -
Contingency	\$ -		\$ -
Total Budget	\$ 6,073,628	\$ 146,000	\$ 6,219,628
Reserve For Future Expenditure	\$ 7,899	\$ -	\$ 7,899
Total Requirements	\$ 6,081,527	\$ 146,000	\$ 6,227,527

**City of Tigard
FY 2013 First Qtr Supplemental Budget Amendment**

6. Capital Improvement Program (CIP) - Park Land Acquisition

In May 2012, the city was reimbursed its local share by Washington County for the purchase of Sunrise Park.

This amount requires appropriation in order to be used for potential land acquisitions made during the fiscal year.

A total of \$400,000 will be taken from Reserve for Future Expenditure in the Parks Bond Fund. This will result in an increase in transfers in to Parks Capital and an increase in CIP program expenditures in the Parks Capital Fund.

	Adopted Budget	Amendment	Revised Budget
Parks Bond Fund			
Resources			
Beginning Fund Balance	\$ 6,170,647		\$ 6,170,647
Property Taxes	\$ -		\$ -
Franchise Fees	\$ -		\$ -
Licenses & Permits	\$ -		\$ -
Intergovernmental	\$ -		\$ -
Charges for Services	\$ -		\$ -
Fines & Forfeitures	\$ -		\$ -
Interest Earnings	\$ 4,020		\$ 4,020
Miscellaneous	\$ -		\$ -
Other Financing Sources	\$ -		\$ -
Transfers In from Other Funds	\$ -		\$ -
Total Resources	\$ 6,174,667	\$ -	\$ 6,174,667
Requirements			
Policy and Administration	\$ -		\$ -
Community Development	\$ -		\$ -
Community Services	\$ -		\$ -
Public Works	\$ -		\$ -
Program Expenditures Total	\$ -	\$ -	\$ -
Debt Service	\$ -		\$ -
Loans	\$ -		\$ -
Work-In-Progress	\$ -		\$ -
Transfers to Other Funds	\$ 4,577,628	\$ 400,000	\$ 4,977,628
Contingency	\$ -		\$ -
Total Budget	\$ 4,577,628	\$ 400,000	\$ 4,977,628
Reserve For Future Expenditure	\$ 1,597,039	\$ (400,000)	\$ 1,197,039
Total Requirements	\$ 6,174,667	\$ -	\$ 6,174,667

**City of Tigard
FY 2013 First Qtr Supplemental Budget Amendment**

6. Capital Improvement Program (CIP) - Park Land Acquisition

In May 2012, the city was reimbursed its local share by Washington County for the purchase of Sunrise Park. This amount requires appropriation in order to be used for potential land acquisitions made during the fiscal year. A total of \$400,000 will be taken from Reserve for Future Expenditure in the Parks Bond Fund. This will result in an increase in transfers in to Parks Capital and an increase in CIP program expenditures in the Parks Capital Fund.

	Adopted Budget	Amendment	Revised Budget
Parks Capital Fund			
Resources			
Beginning Fund Balance	\$ 141,884		\$ 141,884
Property Taxes	\$ -		\$ -
Franchise Fees	\$ -		\$ -
Licenses & Permits	\$ -		\$ -
Intergovernmental	\$ 34,000		\$ 34,000
Charges for Services	\$ -		\$ -
Fines & Forfeitures	\$ -		\$ -
Interest Earnings	\$ 3,015		\$ 3,015
Miscellaneous	\$ -		\$ -
Other Financing Sources	\$ -		\$ -
Transfers In from Other Funds	\$ 5,902,628	\$ 400,000	\$ 6,302,628
Total Resources	\$ 6,081,527	\$ 400,000	\$ 6,481,527
Requirements			
Policy and Administration	\$ -		\$ -
Community Development	\$ -		\$ -
Community Services	\$ -		\$ -
Public Works	\$ -		\$ -
Program Expenditures Total	\$ -	\$ -	\$ -
Debt Service	\$ -		\$ -
Loans	\$ -		\$ -
Work-In-Progress	\$ 6,073,628	\$ 400,000	\$ 6,473,628
Transfers to Other Funds	\$ -		\$ -
Contingency	\$ -		\$ -
Total Budget	\$ 6,073,628	\$ 400,000	\$ 6,473,628
Reserve For Future Expenditure	\$ 7,899	\$ -	\$ 7,899
Total Requirements	\$ 6,081,527	\$ 400,000	\$ 6,481,527

**City of Tigard
FY 2013 First Qtr Supplemental Budget Amendment**

7. Sanitary Sewer TV Inspections

Additional appropriation is requested in order to bring the city into compliance with Clean Water Service standards.

The Sanitary Sewer Fund currently has \$27,100 budgeted. However, an additional \$137,000 is requested to TV an added 232,200 feet of sewer lines at \$0.59/foot.

This action will increase Public Works program expenditures by \$137,000 with a decrease in contingency by that same amount in the Sanitary Sewer Fund.

	Adopted Budget	Amendment	Revised Budget
Sanitary Sewer Fund			
Resources			
Beginning Fund Balance	\$ 5,732,337		\$ 5,732,337
Property Taxes	\$ -		\$ -
Franchise Fees	\$ -		\$ -
Licenses & Permits	\$ 178,250		\$ 178,250
Intergovernmental	\$ -		\$ -
Charges for Services	\$ 1,283,300		\$ 1,283,300
Fines & Forfeitures	\$ -		\$ -
Interest Earnings	\$ 100,333		\$ 100,333
Miscellaneous	\$ 127,513		\$ 127,513
Other Financing Sources	\$ -		\$ -
Transfers In from Other Funds	\$ 329,000		\$ 329,000
Total Resources	\$ 7,750,733	\$ -	\$ 7,750,733
Requirements			
Policy and Administration	\$ -		\$ -
Community Development	\$ -		\$ -
Community Services	\$ -		\$ -
Public Works	\$ 1,423,428	\$ 137,000	\$ 1,560,428
Program Expenditures Total	\$ 1,423,428	\$ 137,000	\$ 1,560,428
Debt Service	\$ -		\$ -
Loans	\$ 200,000		\$ 200,000
Work-In-Progress	\$ 3,009,388		\$ 3,009,388
Transfers to Other Funds	\$ 67,149		\$ 67,149
Contingency	\$ 400,000	\$ (137,000)	\$ 263,000
Total Budget	\$ 5,099,965	\$ -	\$ 5,099,965
Reserve For Future Expenditure	\$ 2,650,768	\$ -	\$ 2,650,768
Total Requirements	\$ 7,750,733	\$ -	\$ 7,750,733

**City of Tigard
FY 2013 First Qtr Supplemental Budget Amendment**

8. Parks & Grounds Operations

The Voluntary Separation Option (VSO) was approved for the Parks Senior Utility Worker position. This position was to remain vacant until April 2013. However, this position was eliminated by error in the adopted budget. This action will reinstate the 1.0 FTE along with salary and benefits for the remaining 3 months of the fiscal year {Salary@\$11,703 + Benefits@\$3,882}. Program expenses for Public Works will increase by \$15,585 with a decrease in contingency by the same amount. Total FTE will increase from 8.75 to 9.75 in this division.

General Fund	Adopted Budget	Amendment	Revised Budget
Resources			
Beginning Fund Balance	\$ 6,321,359		\$ 6,321,359
Property Taxes	\$ 12,726,427		\$ 12,726,427
Franchise Fees	\$ 4,966,611		\$ 4,966,611
Licenses & Permits	\$ 882,300		\$ 882,300
Intergovernmental	\$ 5,589,661		\$ 5,589,661
Charges for Services	\$ 3,142,995		\$ 3,142,995
Fines & Forfeitures	\$ 1,063,126		\$ 1,063,126
Interest Earnings	\$ 103,722		\$ 103,722
Miscellaneous	\$ 24,655		\$ 24,655
Other Financing Sources	\$ 280,000		\$ 280,000
Transfers In from Other Funds	\$ 70,000		\$ 70,000
Total Resources	\$ 35,170,856	\$ -	\$ 35,170,856
Requirements			
Policy and Administration	\$ 748,857		\$ 748,857
Community Development	\$ 2,921,115		\$ 2,921,115
Community Services	\$ 19,608,151		\$ 19,608,151
Public Works	\$ 4,999,096	\$ 15,585	\$ 5,014,681
Program Expenditures Total	\$ 28,277,219	\$ 15,585	\$ 28,292,804
Debt Service	\$ -		\$ -
Loans	\$ 280,000		\$ 280,000
Work-In-Progress	\$ -		\$ -
Transfers to Other Funds	\$ 623,264		\$ 623,264
Contingency	\$ 1,000,000	\$ (15,585)	\$ 984,415
Total Budget	\$ 30,180,483	\$ -	\$ 30,180,483
Reserve For Future Expenditure	\$ 4,990,373	\$ -	\$ 4,990,373
Total Requirements	\$ 35,170,856	\$ -	\$ 35,170,856

**City of Tigard
FY 2013 First Qtr Supplemental Budget Amendment**

9. Public Works Engineering Operations

As part of the VSO process, Engineering was approved to hire a Engineering Tech I. The budget was originally adopted for the position to begin at Step 1. Based upon city manager's approval, this position will begin at Step 4. This action will provide sufficient budget for this position. A request of an additional appropriation of \$9,700 is needed to meet the Step 4 salary range. This action will result in a decrease of contingency by \$9,700 in the General Fund with an equal increase in program expenditures for Public Works.

General Fund	Adopted Budget	Amendment	Revised Budget
Resources			
Beginning Fund Balance	\$ 6,321,359		\$ 6,321,359
Property Taxes	\$ 12,726,427		\$ 12,726,427
Franchise Fees	\$ 4,966,611		\$ 4,966,611
Licenses & Permits	\$ 882,300		\$ 882,300
Intergovernmental	\$ 5,589,661		\$ 5,589,661
Charges for Services	\$ 3,142,995		\$ 3,142,995
Fines & Forfeitures	\$ 1,063,126		\$ 1,063,126
Interest Earnings	\$ 103,722		\$ 103,722
Miscellaneous	\$ 24,655		\$ 24,655
Other Financing Sources	\$ 280,000		\$ 280,000
Transfers In from Other Funds	\$ 70,000		\$ 70,000
Total Resources	\$ 35,170,856	\$ -	\$ 35,170,856
Requirements			
Policy and Administration	\$ 748,857		\$ 748,857
Community Development	\$ 2,921,115		\$ 2,921,115
Community Services	\$ 19,608,151		\$ 19,608,151
Public Works	\$ 4,999,096	\$ 9,700	\$ 5,008,796
Program Expenditures Total	\$ 28,277,219	\$ 9,700	\$ 28,286,919
Debt Service	\$ -		\$ -
Loans	\$ 280,000		\$ 280,000
Work-In-Progress	\$ -		\$ -
Transfers to Other Funds	\$ 623,264		\$ 623,264
Contingency	\$ 1,000,000	\$ (9,700)	\$ 990,300
Total Budget	\$ 30,180,483	\$ -	\$ 30,180,483
Reserve For Future Expenditure	\$ 4,990,373	\$ -	\$ 4,990,373
Total Requirements	\$ 35,170,856	\$ -	\$ 35,170,856

**City of Tigard
FY 2013 First Qtr Supplemental Budget Amendment**

10. Public Works Administration Operations

Budget Committee recommended a 1% increase of the Solid Waste Franchise Fee prompting a review of the rates. Additional funding is requested to perform a review of the rates.

This budget adjustment will decrease General Fund contingency by \$8,640 with an equal increase in in program expenditures for Public Works.

General Fund	Adopted	Amendment	Revised
Resources	Budget	Amendment	Budget
Beginning Fund Balance	\$ 6,321,359		\$ 6,321,359
Property Taxes	\$ 12,726,427		\$ 12,726,427
Franchise Fees	\$ 4,966,611		\$ 4,966,611
Licenses & Permits	\$ 882,300		\$ 882,300
Intergovernmental	\$ 5,589,661		\$ 5,589,661
Charges for Services	\$ 3,142,995		\$ 3,142,995
Fines & Forfeitures	\$ 1,063,126		\$ 1,063,126
Interest Earnings	\$ 103,722		\$ 103,722
Miscellaneous	\$ 24,655		\$ 24,655
Other Financing Sources	\$ 280,000		\$ 280,000
Transfers In from Other Funds	\$ 70,000		\$ 70,000
Total Resources	\$ 35,170,856	\$ -	\$ 35,170,856
Requirements			
Policy and Administration	\$ 748,857		\$ 748,857
Community Development	\$ 2,921,115		\$ 2,921,115
Community Services	\$ 19,608,151		\$ 19,608,151
Public Works	\$ 4,999,096	\$ 8,640	\$ 5,007,736
Program Expenditures Total	\$ 28,277,219	\$ 8,640	\$ 28,285,859
Debt Service	\$ -		\$ -
Loans	\$ 280,000		\$ 280,000
Work-In-Progress	\$ -		\$ -
Transfers to Other Funds	\$ 623,264		\$ 623,264
Contingency	\$ 1,000,000	\$ (8,640)	\$ 991,360
Total Budget	\$ 30,180,483	\$ -	\$ 30,180,483
Reserve For Future Expenditure	\$ 4,990,373	\$ -	\$ 4,990,373
Total Requirements	\$ 35,170,856	\$ -	\$ 35,170,856

**City of Tigard
FY 2013 First Qtr Supplemental Budget Amendment**

11. Street Right-of-Way (ROW) Maintenance

The contract to perform the street maintenance right-of-way (ROW) is paid by the Gas Tax Fund within the Street Maintenance Division. A total of \$100,000 was appropriated for the ROW Maintenance as a transfer from the Street Maintenance Fee Fund to the Gas Tax Fund in the FY 2013 Adopted Budget. However, only \$75,000 was appropriated into the Street Maintenance Division's operating budget.

This request will ensure that there is enough budget available to complete the ROW work.

As a result, Reserve for Future Expenditure in the Gas Tax Fund will be reduced by \$25,000 with an equal increase in Public Works program expenditures.

Gas Tax Fund	Adopted Budget	Amendment	Revised Budget
Resources			
Beginning Fund Balance	\$ 1,655,204		\$ 1,655,204
Property Taxes	\$ -		\$ -
Franchise Fees	\$ -		\$ -
Licenses & Permits	\$ 2,602		\$ 2,602
Intergovernmental	\$ 3,621,560		\$ 3,621,560
Charges for Services	\$ -		\$ -
Fines & Forfeitures	\$ -		\$ -
Interest Earnings	\$ 55,732		\$ 55,732
Miscellaneous	\$ 59,700		\$ 59,700
Other Financing Sources	\$ -		\$ -
Transfers In from Other Funds	\$ 100,000		\$ 100,000
Total Resources	\$ 5,494,798	\$ -	\$ 5,494,798
Requirements			
Policy and Administration	\$ -		\$ -
Community Development	\$ -		\$ -
Community Services	\$ -		\$ -
Public Works	\$ 2,204,010	\$ 25,000	\$ 2,229,010
Program Expenditures Total	\$ 2,204,010	\$ 25,000	\$ 2,229,010
Debt Service	\$ 615,928		\$ 615,928
Loans	\$ -		\$ -
Work-In-Progress	\$ -		\$ -
Transfers to Other Funds	\$ 2,232,133		\$ 2,232,133
Contingency	\$ 300,000	\$ (25,000)	\$ 275,000
Total Budget	\$ 5,352,071	\$ -	\$ 5,352,071
Reserve For Future Expenditure	\$ 142,727	\$ -	\$ 142,727
Total Requirements	\$ 5,494,798	\$ -	\$ 5,494,798

**City of Tigard
FY 2013 First Qtr Supplemental Budget Amendment**

12. Transfers for Healthy Streams Division

A request for a transfer to Healthy Streams Division to reimburse Stormwater Fund for work related to Sanitary Sewer. The total transfer is \$103,014. Sanitary Sewer Fund contingency will decrease by this amount along with an increase in transfers to the Stormwater Fund. Program expenditures within the Stormwater Fund will increase by this same amount.

	Adopted Budget	Amendment	Revised Budget
Sanitary Sewer Fund			
Resources			
Beginning Fund Balance	\$ 5,732,337		\$ 5,732,337
Property Taxes	\$ -		\$ -
Franchise Fees	\$ -		\$ -
Licenses & Permits	\$ 178,250		\$ 178,250
Intergovernmental	\$ -		\$ -
Charges for Services	\$ 1,283,300		\$ 1,283,300
Fines & Forfeitures	\$ -		\$ -
Interest Earnings	\$ 100,333		\$ 100,333
Miscellaneous	\$ 127,513		\$ 127,513
Other Financing Sources	\$ -		\$ -
Transfers In from Other Funds	\$ 329,000		\$ 329,000
Total Resources	\$ 7,750,733	\$ -	\$ 7,750,733
Requirements			
Policy and Administration	\$ -		\$ -
Community Development	\$ -		\$ -
Community Services	\$ -		\$ -
Public Works	\$ 1,423,428		\$ 1,423,428
Program Expenditures Total	\$ 1,423,428	\$ -	\$ 1,423,428
Debt Service	\$ -		\$ -
Loans	\$ 200,000		\$ 200,000
Work-In-Progress	\$ 3,009,388		\$ 3,009,388
Transfers to Other Funds	\$ 67,149	\$ 103,014	\$ 170,163
Contingency	\$ 400,000	\$ (103,014)	\$ 296,986
Total Budget	\$ 5,099,965	\$ -	\$ 5,099,965
Reserve For Future Expenditure	\$ 2,650,768	\$ -	\$ 2,650,768
Total Requirements	\$ 7,750,733	\$ -	\$ 7,750,733

**City of Tigard
FY 2013 First Qtr Supplemental Budget Amendment**

12. Transfers for Healthy Streams Division

A request for a transfer to Healthy Streams Division to reimburse Stormwater Fund for work related to Sanitary Sewer. The total transfer is \$103,014. Sanitary Sewer Fund contingency will decrease by this amount along with an increase in transfers to the Stormwater Fund. Program expenditures within the Stormwater Fund will increase by this same amount.

	Adopted Budget	Amendment	Revised Budget
Stormwater Fund			
Resources			
Beginning Fund Balance	\$ 1,084,671		\$ 1,084,671
Property Taxes	\$ -		\$ -
Franchise Fees	\$ -		\$ -
Licenses & Permits	\$ -		\$ -
Intergovernmental	\$ -		\$ -
Charges for Services	\$ 1,948,353		\$ 1,948,353
Fines & Forfeitures	\$ -		\$ -
Interest Earnings	\$ 7,936		\$ 7,936
Miscellaneous	\$ -		\$ -
Other Financing Sources	\$ -		\$ -
Transfers In from Other Funds	\$ -	\$ 103,014	\$ 103,014
Total Resources	\$ 3,040,960	\$ 103,014	\$ 3,143,974
Requirements			
Policy and Administration	\$ -		\$ -
Community Development	\$ -		\$ -
Community Services	\$ -		\$ -
Public Works	\$ 1,652,460		\$ 1,652,460
Program Expenditures Total	\$ 1,652,460	\$ -	\$ 1,652,460
Debt Service	\$ -		\$ -
Loans	\$ -		\$ -
Work-In-Progress	\$ 331,807		\$ 331,807
Transfers to Other Funds	\$ 173,356		\$ 173,356
Contingency	\$ 100,000		\$ 100,000
Total Budget	\$ 2,257,623	\$ -	\$ 2,257,623
Reserve For Future Expenditure	\$ 783,337	\$ 103,014	\$ 886,351
Total Requirements	\$ 3,040,960	\$ 103,014	\$ 3,143,974

**City of Tigard
FY 2013 First Qtr Supplemental Budget Amendment**

13. Risk Management Operations

An appropriation is requested for insurance claims within the Insurance Fund. This action will result in a decrease in the Reserve for Future Expenditures by \$50,000 with an equal increase in program operations within Policy and Administration.

	Adopted Budget	Amendment	Revised Budget
Insurance Fund			
Resources			
Beginning Fund Balance	\$ 792,663		\$ 792,663
Property Taxes	\$ -		\$ -
Franchise Fees	\$ -		\$ -
Licenses & Permits	\$ -		\$ -
Intergovernmental	\$ -		\$ -
Charges for Services	\$ -		\$ -
Fines & Forfeitures	\$ -		\$ -
Interest Earnings	\$ 7,810		\$ 7,810
Miscellaneous	\$ 52,936		\$ 52,936
Other Financing Sources	\$ -		\$ -
Transfers In from Other Funds	\$ -		\$ -
Total Resources	\$ 853,409	\$ -	\$ 853,409
Requirements			
Policy and Administration	\$ 50,000	\$ 50,000	\$ 100,000
Community Development	\$ -		\$ -
Community Services	\$ -		\$ -
Public Works	\$ -		\$ -
Program Expenditures Total	\$ 50,000	\$ 50,000	\$ 100,000
Debt Service	\$ -		\$ -
Loans	\$ -		\$ -
Work-In-Progress	\$ -		\$ -
Transfers to Other Funds	\$ 870		\$ 870
Contingency	\$ 10,000		\$ 10,000
Total Budget	\$ 60,870	\$ 50,000	\$ 110,870
Reserve For Future Expenditure	\$ 792,539	\$ (50,000)	\$ 742,539
Total Requirements	\$ 853,409	\$ -	\$ 853,409

**City of Tigard
FY 2013 First Qtr Supplemental Budget Amendment**

14. Public Works Operations - Fleet Maintenance

Additional appropriation is requested for a part-time seasonal worker to assist with the pick-up and drop-off of vehicles for repair.

This request will result in a decrease of contingency in the Fleet/Property Management Fund by \$14,700. Program expenditures in Public Works will increase by the same amount.

	Adopted Budget	Amendment	Revised Budget
Fleet/Property Management Fund			
Resources			
Beginning Fund Balance	\$ 115,817		\$ 115,817
Property Taxes	\$ -		\$ -
Franchise Fees	\$ -		\$ -
Licenses & Permits	\$ -		\$ -
Intergovernmental	\$ -		\$ -
Charges for Services	\$ 1,506,121		\$ 1,506,121
Fines & Forfeitures	\$ -		\$ -
Interest Earnings	\$ -		\$ -
Miscellaneous	\$ -		\$ -
Other Financing Sources	\$ -		\$ -
Transfers In from Other Funds	\$ 15,200		\$ 15,200
Total Resources	\$ 1,637,138	\$ -	\$ 1,637,138
Requirements			
Policy and Administration	\$ -		\$ -
Community Development	\$ -		\$ -
Community Services	\$ -		\$ -
Public Works	\$ 1,575,171	\$ 14,700	\$ 1,589,871
Program Expenditures Total	\$ 1,575,171	\$ 14,700	\$ 1,589,871
Debt Service	\$ -		\$ -
Loans	\$ -		\$ -
Work-In-Progress	\$ -		\$ -
Transfers to Other Funds	\$ -		\$ -
Contingency	\$ 40,000	\$ (14,700)	\$ 25,300
Total Budget	\$ 1,615,171	\$ -	\$ 1,615,171
Reserve For Future Expenditure	\$ 21,967	\$ -	\$ 21,967
Total Requirements	\$ 1,637,138	\$ -	\$ 1,637,138

FY 2013 First Quarter Supplemental Budget Amendment

City of Tigard Operations

1	Carryforward-Brightworks Sustainability Coordinator	\$20,000	PW Administration/General Fund	A carryforward is requested for consultant support to complete the sustainability initiative in relation to council goals.
Total Carryforward for Public Works		\$20,000		
2	Carryforward-Main St. Sewer (Fanno Creek Crossing Elimination)	\$7,000	CIP/Sanitary Sewer	To complete design specifications for sewerline underneath bridge.
	Carryforward-Derry Dell Cr. & Sewer Interceptor Relocation	\$1,105,000	CIP/Sanitary Sewer	A carryforward is requested for completion of the land acquisition related to development of this project.
	Carryforward CIP - Crosswalk Beacon Upgrades	\$35,000	CIP/Gas Tax	A carryforward is requested to complete the final installation of crosswalk controls at 68th and Hampton.
Total Carryforward for CIP		\$1,147,000		
3a)	Grants - Edward Byrne Grant	\$11,143	PD Operations/General Fund	Grant revenues used for the upgrade and acquisition of briefing room equipment to include cabling, audio visual equipment, and office furniture.
	Grants - Homeland Security Grants	\$32,748	PD Operations & Support/General Fund	Recognition and use of a federal grant: \$10,188 for camera equipment and \$22,560 for portable radios in Police.
3b)	Grants - Homeland Security Grants	\$20,000	PW Administration/General Fund	Homeland Security Grant-Development of the Continuity of Operations Plan.
	Grants- Homeland Security Grants	\$5,600	PW Administration/General Fund	Homeland Security Grant- Community Emergency Response Teams (CERT) materials and technical training for Emergency Management.
	Grants - Regional Trail Sign Plan	\$5,000	Parks & Grounds/General Fund	The city received a matching grant from the Metro 2011 ODOT Flex Funds for the implementation of the Intertwine Regional Trail Sign Plan.
3c)	Carryforward-Department of Land Conservation & Development	\$7,500	CD/General Fund	The city received a grant in the amount of \$45,000 to begin the Goal 10: Housing work. The city does not receive reimbursement until each of the 8 tasks are completed. The first task for \$7,500 for this project was not completed by June 30, 2012, requesting a carryover to next fiscal year.
Total Grants		\$81,991		
4	Main St. Green St. Retrofit	\$177,000	CIP/Gas Tax	For quality assurance of design work in the amount of \$4,000. Also, \$173,000 is requested for the purchase of right-of-way on Main Street. The Oregon Dept. of Transportation will reimburse the city at 89% of ROW costs (minus the 11% match).
5a)	Fanno Cr. Trail (Main to Grant)	\$9,000	CIP/Park SDC	This request is needed to complete the planting specifications, permits, and communications plan for this project.

FY 2013 First Quarter Supplemental Budget Amendment

City of Tigard Operations

5b)	CIP- Fanno Creek Trail Main to Grant and East Butte Heritage Park	\$137,000	CIP/Park SDC Fund	On June 12, 2012, council approved the new methodology for Parks SDC's. With this action, it is anticipated that revenues will be higher in this fund. This will enable the city to use Park SDC to fund part of the development of East Butte Heritage for \$93,750 and the Fanno Creek Trail for \$43,250.
6	CIP - Park System	\$400,000	CIP/Parks Bond	Washington County partnered with the city to purchase Sunrise Park. The city's portion of the purchase was for \$400,000 which was reimbursed by Washington County in May 2012. This amount needs to be appropriated in order to be used for potential land acquisitions made during the fiscal year.
Total CIP		\$723,000		
7	Sanitary Sewer TV Inspections	\$137,000	Sewer/Sanitary Sewer Fund	Additional appropriation is requested in order to bring the city into compliance with Clean Water Service standards. The Sanitary Sewer Fund currently has \$27,100 budgeted. However, an additional \$137,000 is requested to TV an added 232,200 feet of sewer lines at \$0.59/foot.
8	Parks & Grounds Operations	\$15,585	Parks & Grounds/General Fund	The Voluntary Separation Option (VSO) was approved for the Parks Senior Utility Worker position. This position was to remain vacant until April 2013. However, this position was eliminated by error in the adopted budget. This action will reinstate the 1.0 FTE along with salary and benefits for the remaining 3 months of the fiscal year {Salary@ \$11,703 + Benefits@ \$3,882}. Total FTE will increase from 8.75 to 9.75 in this division.
9	PW Engineering Operations	\$9,700	Engineering/General Fund	As part of the VSO process, Engineering was approved to hire a Engineering Tech I. The budget was originally adopted for the position to begin at Step 1. Based upon city manager's approval, this position will begin at Step 4. This action will provide sufficient budget for this position.
10	PW Administration Operations	\$8,640	PW Administration/General Fund	Budget Committee approved the 1% increase of the Solid Waste Franchise Fee prompting a review of the rates. Additional funding is requested to perform a review of the rates.
11	Streets Right-of-Way (ROW) Maintenance	\$25,000	Street Maintenance/Gas Tax	A total of \$100,000 was appropriated for the ROW Maintenance as a transfer from the Street Maintenance Fee Fund to the Gas Tax Fund in the FY 2013 Adopted Budget. However, only \$75,000 was budgeted in the Street Maintenance Division. This request will ensure that there is enough budget available to complete the ROW work.
12	Transfers for Healthy Streams	\$103,014	PW/Sanitary Sewer Fund	Transfer to Healthy Streams Division to reimburse Storm Fund for work related to Sewer total division allocation \$206,028/2 total transfer \$103,014.
13	Risk Management-Insurance Fund	\$50,000	Risk/Insurance Fund	Appropriation for insurance claims.

FY 2013 First Quarter Supplemental Budget Amendment

City of Tigard Operations

14	Fleet/Property Management	\$14,700	Fleet Maintenance/Fleet- Prop Management Fund	Funding is requested for a part time seasonal worker for Fleet in order to pick-up and drop-off vehicles for repair.
Total Department Operations		\$363,639		

FY 2013 First Quarter Supplemental
Summary of Budget Changes

All City Funds	Adopted Budget	Amendment	Revised Budget
Resources			
Beginning Fund Balance	\$ 139,875,542	\$ 1,167,000	\$ 141,042,542
Property Taxes	\$ 14,990,988	\$ -	\$ 14,990,988
Franchise Fees	\$ 4,966,611	\$ -	\$ 4,966,611
Special Assessments	\$ 120,000	\$ -	\$ 120,000
Licenses & Permits	\$ 4,987,385	\$ 137,000	\$ 5,124,385
Intergovernmental	\$ 9,984,804	\$ 235,961	\$ 10,220,765
Charges for Services	\$ 27,022,493	\$ -	\$ 27,022,493
Fines & Forfeitures	\$ 1,073,726	\$ -	\$ 1,073,726
Interest Earnings	\$ 493,317	\$ -	\$ 493,317
Miscellaneous	\$ 331,215	\$ -	\$ 331,215
Other Financing Sources	\$ 280,000	\$ -	\$ 280,000
Transfers In from Other Funds	\$ 15,873,219	\$ 707,044	\$ 16,580,263
Total Resources	\$ 219,999,300	\$ 2,247,005	\$ 222,246,305
Requirements			
Policy and Administration	\$ 7,090,994	\$ 50,000	\$ 7,140,994
Community Development	\$ 4,224,664	\$ 7,500	\$ 4,232,164
Community Services	\$ 19,922,675	\$ 43,891	\$ 19,966,566
Public Works	\$ 19,884,251	\$ 261,225	\$ 20,145,476
Program Expenditures Total	\$ 51,122,584	\$ 362,616	\$ 51,485,200
Debt Service	\$ 7,211,657	\$ -	\$ 7,211,657
Loans	\$ 280,000	\$ -	\$ 280,000
Work-In-Progress	\$ 37,364,640	\$ 1,870,000	\$ 39,234,640
Transfers to Other Funds	\$ 15,873,219	\$ 707,044	\$ 16,580,263
Contingency	\$ 3,310,000	\$ (345,669)	\$ 2,964,331
Total Budget	\$ 115,162,100	\$ 2,593,991	\$ 117,756,091
Reserve For Future Expenditure	\$ 104,837,200	\$ (346,986)	\$ 104,490,214
Total Requirements	\$ 219,999,300	\$ 2,247,005	\$ 222,246,305

FY 2013 First Quarter Supplemental
Summary of Budget Changes

Reference Budget Items: 1, 3a, 3b, 3c, 8, 10

General Fund Resources	Adopted Budget		Amendment	Revised Budget		
Beginning Fund Balance	\$	6,321,359	\$	20,000	\$	6,341,359
Property Taxes	\$	12,726,427	\$	-	\$	12,726,427
Franchise Fees	\$	4,966,611	\$	-	\$	4,966,611
Licenses & Permits	\$	882,300	\$	-	\$	882,300
Intergovernmental	\$	5,589,661	\$	81,991	\$	5,671,652
Charges for Services	\$	3,142,995	\$	-	\$	3,142,995
Fines & Forfeitures	\$	1,063,126	\$	-	\$	1,063,126
Interest Earnings	\$	103,722	\$	-	\$	103,722
Miscellaneous	\$	24,655	\$	-	\$	24,655
Other Financing Sources	\$	280,000	\$	-	\$	280,000
Transfers In from Other Funds	\$	70,000	\$	-	\$	70,000
Total Resources	\$	35,170,856	\$	101,991	\$	35,272,847
Requirements						
Policy and Administration	\$	748,857	\$	-	\$	748,857
Community Development	\$	2,921,115	\$	7,500	\$	2,928,615
Community Services	\$	19,608,151	\$	43,891	\$	19,652,042
Public Works	\$	4,999,096	\$	84,525	\$	5,083,621
Program Expenditures Total	\$	28,277,219	\$	135,916	\$	28,413,135
Debt Service	\$	-	\$	-	\$	-
Loans	\$	280,000	\$	-	\$	280,000
Work-In-Progress	\$	-	\$	-	\$	-
Transfers to Other Funds	\$	623,264	\$	-	\$	623,264
Contingency	\$	1,000,000	\$	(33,925)	\$	966,075
Total Budget	\$	30,180,483	\$	101,991	\$	30,282,474
Reserve For Future Expenditure	\$	4,990,373	\$	-	\$	4,990,373
Total Requirements	\$	35,170,856	\$	101,991	\$	35,272,847

FY 2013 First Quarter Supplemental
Summary of Budget Changes

Reference Budget Items: 2a, 2b, 7, 12

	Adopted Budget	Amendment	Revised Budget
Sanitary Sewer Fund			
Resources			
Beginning Fund Balance	\$ 5,732,337	\$ 1,112,000	\$ 6,844,337
Property Taxes	\$ -	\$ -	\$ -
Franchise Fees	\$ -	\$ -	\$ -
Licenses & Permits	\$ 178,250	\$ -	\$ 178,250
Intergovernmental	\$ -	\$ -	\$ -
Charges for Services	\$ 1,283,300	\$ -	\$ 1,283,300
Fines & Forfeitures	\$ -	\$ -	\$ -
Interest Earnings	\$ 100,333	\$ -	\$ 100,333
Miscellaneous	\$ 127,513	\$ -	\$ 127,513
Other Financing Sources	\$ -	\$ -	\$ -
Transfers In from Other Funds	\$ 329,000	\$ -	\$ 329,000
Total Resources	\$ 7,750,733	\$ 1,112,000	\$ 8,862,733
Requirements			
Policy and Administration	\$ -	\$ -	\$ -
Community Development	\$ -	\$ -	\$ -
Community Services	\$ -	\$ -	\$ -
Public Works	\$ 1,423,428	\$ 137,000	\$ 1,560,428
Program Expenditures Total	\$ 1,423,428	\$ 137,000	\$ 1,560,428
Debt Service	\$ -	\$ -	\$ -
Loans	\$ 200,000	\$ -	\$ 200,000
Work-In-Progress	\$ 3,009,388	\$ 1,112,000	\$ 4,121,388
Transfers to Other Funds	\$ 67,149	\$ 103,014	\$ 170,163
Contingency	\$ 400,000	\$ (240,014)	\$ 159,986
Total Budget	\$ 5,099,965	\$ 1,112,000	\$ 6,211,965
Reserve For Future Expenditure	\$ 2,650,768	\$ -	\$ 2,650,768
Total Requirements	\$ 7,750,733	\$ 1,112,000	\$ 8,862,733

FY 2013 First Quarter Supplemental
Summary of Budget Changes

Reference Budget Items: 2c, 4, 11

Gas Tax Fund	Adopted		Revised
Resources	Budget	Amendment	Budget
Beginning Fund Balance	\$ 1,655,204	\$ 35,000	\$ 1,690,204
Property Taxes	\$ -	\$ -	\$ -
Franchise Fees	\$ -	\$ -	\$ -
Licenses & Permits	\$ 2,602	\$ -	\$ 2,602
Intergovernmental	\$ 3,621,560	\$ -	\$ 3,621,560
Charges for Services	\$ -	\$ -	\$ -
Fines & Forfeitures	\$ -	\$ -	\$ -
Interest Earnings	\$ 55,732	\$ -	\$ 55,732
Miscellaneous	\$ 59,700	\$ -	\$ 59,700
Other Financing Sources	\$ -	\$ -	\$ -
Transfers In from Other Funds	\$ 100,000	\$ -	\$ 100,000
Total Resources	\$ 5,494,798	\$ 35,000	\$ 5,529,798
Requirements			
Policy and Administration	\$ -	\$ -	\$ -
Community Development	\$ -	\$ -	\$ -
Community Services	\$ -	\$ -	\$ -
Public Works	\$ 2,204,010	\$ 25,000	\$ 2,229,010
Program Expenditures Total	\$ 2,204,010	\$ 25,000	\$ 2,229,010
Debt Service	\$ 615,928	\$ -	\$ 615,928
Loans	\$ -	\$ -	\$ -
Work-In-Progress	\$ -	\$ -	\$ -
Transfers to Other Funds	\$ 2,232,133	\$ 58,030	\$ 2,290,163
Contingency	\$ 300,000	\$ (48,030)	\$ 251,970
Total Budget	\$ 5,352,071	\$ 35,000	\$ 5,387,071
Reserve For Future Expenditure	\$ 142,727	\$ -	\$ 142,727
Total Requirements	\$ 5,494,798	\$ 35,000	\$ 5,529,798

FY 2013 First Quarter Supplemental
Summary of Budget Changes

Reference Budget Items: 2c, 4

	Adopted Budget	Amendment	Revised Budget
Transportation CIP Fund			
Resources			
Beginning Fund Balance	\$ 71,086	\$ -	\$ 71,086
Property Taxes	\$ -	\$ -	\$ -
Franchise Fees	\$ -	\$ -	\$ -
Licenses & Permits	\$ -	\$ -	\$ -
Intergovernmental	\$ -	\$ 153,970	\$ 153,970
Charges for Services	\$ -	\$ -	\$ -
Fines & Forfeitures	\$ -	\$ -	\$ -
Interest Earnings	\$ -	\$ -	\$ -
Miscellaneous	\$ -	\$ -	\$ -
Other Financing Sources	\$ -	\$ -	\$ -
Transfers In from Other Funds	\$ 3,313,719	\$ 58,030	\$ 3,371,749
Total Resources	\$ 3,384,805	\$ 212,000	\$ 3,596,805
Requirements			
Policy and Administration	\$ -	\$ -	\$ -
Community Development	\$ -	\$ -	\$ -
Community Services	\$ -	\$ -	\$ -
Public Works	\$ -	\$ -	\$ -
Program Expenditures Total	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -
Loans	\$ -	\$ -	\$ -
Work-In-Progress	\$ 3,348,719	\$ 212,000	\$ 3,560,719
Transfers to Other Funds	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -
Total Budget	\$ 3,348,719	\$ 212,000	\$ 3,560,719
Reserve For Future Expenditure	\$ 36,086	\$ -	\$ 36,086
Total Requirements	\$ 3,384,805	\$ 212,000	\$ 3,596,805

FY 2013 First Quarter Supplemental
Summary of Budget Changes

Reference Budget Items: 5a, 5b

Parks SDC Fund	Adopted Budget	Amendment	Revised Budget
Resources			
Beginning Fund Balance	\$ 2,910,897	\$ -	\$ 2,910,897
Property Taxes	\$ -	\$ -	\$ -
Franchise Fees	\$ -	\$ -	\$ -
Licenses & Permits	\$ 257,825	\$ 137,000	\$ 394,825
Intergovernmental	\$ -	\$ -	\$ -
Charges for Services	\$ -	\$ -	\$ -
Fines & Forfeitures	\$ -	\$ -	\$ -
Interest Earnings	\$ 19,782	\$ -	\$ 19,782
Miscellaneous	\$ -	\$ -	\$ -
Other Financing Sources	\$ -	\$ -	\$ -
Transfers In from Other Funds	\$ -	\$ -	\$ -
Total Resources	\$ 3,188,504	\$ 137,000	\$ 3,325,504
Requirements			
Policy and Administration	\$ -	\$ -	\$ -
Community Development	\$ -	\$ -	\$ -
Community Services	\$ -	\$ -	\$ -
Public Works	\$ -	\$ -	\$ -
Program Expenditures Total	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -
Loans	\$ -	\$ -	\$ -
Work-In-Progress	\$ -	\$ -	\$ -
Transfers to Other Funds	\$ 1,172,325	\$ 146,000	\$ 1,318,325
Contingency	\$ 100,000	\$ (9,000)	\$ 91,000
Total Budget	\$ 1,272,325	\$ 137,000	\$ 1,409,325
Reserve For Future Expenditure	\$ 1,916,179	\$ -	\$ 1,916,179
Total Requirements	\$ 3,188,504	\$ 137,000	\$ 3,325,504

FY 2013 First Quarter Supplemental
Summary of Budget Changes

Reference Budget Items: 5a, 5b, 6

	Adopted Budget	Amendment	Revised Budget
Parks Capital Fund			
Resources			
Beginning Fund Balance	\$ 141,884	\$ -	\$ 141,884
Property Taxes	\$ -	\$ -	\$ -
Franchise Fees	\$ -	\$ -	\$ -
Licenses & Permits	\$ -	\$ -	\$ -
Intergovernmental	\$ 34,000	\$ -	\$ 34,000
Charges for Services	\$ -	\$ -	\$ -
Fines & Forfeitures	\$ -	\$ -	\$ -
Interest Earnings	\$ 3,015	\$ -	\$ 3,015
Miscellaneous	\$ -	\$ -	\$ -
Other Financing Sources	\$ -	\$ -	\$ -
Transfers In from Other Funds	\$ 5,902,628	\$ 546,000	\$ 6,448,628
Total Resources	\$ 6,081,527	\$ 546,000	\$ 6,627,527
Requirements			
Policy and Administration	\$ -	\$ -	\$ -
Community Development	\$ -	\$ -	\$ -
Community Services	\$ -	\$ -	\$ -
Public Works	\$ -	\$ -	\$ -
Program Expenditures Total	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -
Loans	\$ -	\$ -	\$ -
Work-In-Progress	\$ 6,073,628	\$ 546,000	\$ 6,619,628
Transfers to Other Funds	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -
Total Budget	\$ 6,073,628	\$ 546,000	\$ 6,619,628
Reserve For Future Expenditure	\$ 7,899	\$ -	\$ 7,899
Total Requirements	\$ 6,081,527	\$ 546,000	\$ 6,627,527

FY 2013 First Quarter Supplemental
Summary of Budget Changes

Reference Budget Items: 6

	Adopted Budget	Amendment	Revised Budget
Parks Bond Fund			
Resources			
Beginning Fund Balance	\$ 6,170,647	\$ -	\$ 6,170,647
Property Taxes	\$ -	\$ -	\$ -
Franchise Fees	\$ -	\$ -	\$ -
Licenses & Permits	\$ -	\$ -	\$ -
Intergovernmental	\$ -	\$ -	\$ -
Charges for Services	\$ -	\$ -	\$ -
Fines & Forfeitures	\$ -	\$ -	\$ -
Interest Earnings	\$ 4,020	\$ -	\$ 4,020
Miscellaneous	\$ -	\$ -	\$ -
Other Financing Sources	\$ -	\$ -	\$ -
Transfers In from Other Funds	\$ -	\$ -	\$ -
Total Resources	\$ 6,174,667	\$ -	\$ 6,174,667
Requirements			
Policy and Administration	\$ -	\$ -	\$ -
Community Development	\$ -	\$ -	\$ -
Community Services	\$ -	\$ -	\$ -
Public Works	\$ -	\$ -	\$ -
Program Expenditures Total	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -
Loans	\$ -	\$ -	\$ -
Work-In-Progress	\$ -	\$ -	\$ -
Transfers to Other Funds	\$ 4,577,628	\$ 400,000	\$ 4,977,628
Contingency	\$ -	\$ -	\$ -
Total Budget	\$ 4,577,628	\$ 400,000	\$ 4,977,628
Reserve For Future Expenditure	\$ 1,597,039	\$ (400,000)	\$ 1,197,039
Total Requirements	\$ 6,174,667	\$ -	\$ 6,174,667

FY 2013 First Quarter Supplemental
Summary of Budget Changes

Reference Budget Items: 12

	Adopted Budget	Amendment	Revised Budget
Stormwater Fund			
Resources			
Beginning Fund Balance	\$ 1,084,671	\$ -	\$ 1,084,671
Property Taxes	\$ -	\$ -	\$ -
Franchise Fees	\$ -	\$ -	\$ -
Licenses & Permits	\$ -	\$ -	\$ -
Intergovernmental	\$ -	\$ -	\$ -
Charges for Services	\$ 1,948,353	\$ -	\$ 1,948,353
Fines & Forfeitures	\$ -	\$ -	\$ -
Interest Earnings	\$ 7,936	\$ -	\$ 7,936
Miscellaneous	\$ -	\$ -	\$ -
Other Financing Sources	\$ -	\$ -	\$ -
Transfers In from Other Funds	\$ -	\$ 103,014	\$ 103,014
Total Resources	\$ 3,040,960	\$ 103,014	\$ 3,143,974
Requirements			
Policy and Administration	\$ -	\$ -	\$ -
Community Development	\$ -	\$ -	\$ -
Community Services	\$ -	\$ -	\$ -
Public Works	\$ 1,652,460	\$ -	\$ 1,652,460
Program Expenditures Total	\$ 1,652,460	\$ -	\$ 1,652,460
Debt Service	\$ -	\$ -	\$ -
Loans	\$ -	\$ -	\$ -
Work-In-Progress	\$ 331,807	\$ -	\$ 331,807
Transfers to Other Funds	\$ 173,356	\$ -	\$ 173,356
Contingency	\$ 100,000	\$ -	\$ 100,000
Total Budget	\$ 2,257,623	\$ -	\$ 2,257,623
Reserve For Future Expenditure	\$ 783,337	\$ 103,014	\$ 886,351
Total Requirements	\$ 3,040,960	\$ 103,014	\$ 3,143,974

FY 2013 First Quarter Supplemental
Summary of Budget Changes

Reference Budget Items: 13

Insurance Fund	Adopted	Amendment	Revised
Resources	Budget	Amendment	Budget
Beginning Fund Balance	\$ 792,663	\$ -	\$ 792,663
Property Taxes	\$ -	\$ -	\$ -
Franchise Fees	\$ -	\$ -	\$ -
Licenses & Permits	\$ -	\$ -	\$ -
Intergovernmental	\$ -	\$ -	\$ -
Charges for Services	\$ -	\$ -	\$ -
Fines & Forfeitures	\$ -	\$ -	\$ -
Interest Earnings	\$ 7,810	\$ -	\$ 7,810
Miscellaneous	\$ 52,936	\$ -	\$ 52,936
Other Financing Sources	\$ -	\$ -	\$ -
Transfers In from Other Funds	\$ -	\$ -	\$ -
Total Resources	\$ 853,409	\$ -	\$ 853,409
Requirements			
Policy and Administration	\$ 50,000	\$ 50,000	\$ 100,000
Community Development	\$ -	\$ -	\$ -
Community Services	\$ -	\$ -	\$ -
Public Works	\$ -	\$ -	\$ -
Program Expenditures Total	\$ 50,000	\$ 50,000	\$ 100,000
Debt Service	\$ -	\$ -	\$ -
Loans	\$ -	\$ -	\$ -
Work-In-Progress	\$ -	\$ -	\$ -
Transfers to Other Funds	\$ 870	\$ -	\$ 870
Contingency	\$ 10,000	\$ -	\$ 10,000
Total Budget	\$ 60,870	\$ 50,000	\$ 110,870
Reserve For Future Expenditure	\$ 792,539	\$ (50,000)	\$ 742,539
Total Requirements	\$ 853,409	\$ -	\$ 853,409

FY 2013 First Quarter Supplemental
Summary of Budget Changes

Reference Budget Items: 14

Fleet/Property Management Fund	Adopted Budget	Amendment	Revised Budget
Resources			
Beginning Fund Balance	\$ 115,817	\$ -	\$ 115,817
Property Taxes	\$ -	\$ -	\$ -
Franchise Fees	\$ -	\$ -	\$ -
Licenses & Permits	\$ -	\$ -	\$ -
Intergovernmental	\$ -	\$ -	\$ -
Charges for Services	\$ 1,506,121	\$ -	\$ 1,506,121
Fines & Forfeitures	\$ -	\$ -	\$ -
Interest Earnings	\$ -	\$ -	\$ -
Miscellaneous	\$ -	\$ -	\$ -
Other Financing Sources	\$ -	\$ -	\$ -
Transfers In from Other Funds	\$ 15,200	\$ -	\$ 15,200
Total Resources	\$ 1,637,138	\$ -	\$ 1,637,138
Requirements			
Policy and Administration	\$ -	\$ -	\$ -
Community Development	\$ -	\$ -	\$ -
Community Services	\$ -	\$ -	\$ -
Public Works	\$ 1,575,171	\$ 14,700	\$ 1,589,871
Program Expenditures Total	\$ 1,575,171	\$ 14,700	\$ 1,589,871
Debt Service	\$ -	\$ -	\$ -
Loans	\$ -	\$ -	\$ -
Work-In-Progress	\$ -	\$ -	\$ -
Transfers to Other Funds	\$ -	\$ -	\$ -
Contingency	\$ 40,000	\$ (14,700)	\$ 25,300
Total Budget	\$ 1,615,171	\$ -	\$ 1,615,171
Reserve For Future Expenditure	\$ 21,967	\$ -	\$ 21,967
Total Requirements	\$ 1,637,138	\$ -	\$ 1,637,138

Business Meeting

Meeting Date: 09/25/2012

Length (in minutes): 5 Minutes

Agenda Title: Supplemental Budget Amendment to FY 2013 City Center Development Agency Adopted Budget

Prepared For: Toby LaFrance

Submitted By: Carissa Collins, Financial and Information Services

Motion Requested
Resolution

Item Type: Public Hearing - Informational

Meeting Type: City Center Development Agency

Information

ISSUE

A first quarter supplemental amendment to the FY 2013 Adopted Budget for the City Center Development Agency (CCDA) is requested. The purpose of the supplemental is to account for revenues and expenses that were unknown at the time of budget adoption.

STAFF RECOMMENDATION / ACTION REQUEST

Approve the FY 2013 First Quarter Supplemental Budget Amendment for the City Center Development Agency.

KEY FACTS AND INFORMATION SUMMARY

This amendment requests a carry forward of a total of \$42,000 of unspent budget. A total of \$40,000 will be used for the Facade Improvement Program along with \$2,000 to be used for completion of the Downtown Marketing Implementation Plan.

OTHER ALTERNATIVES

Do not approve the supplemental budget amendment.

COUNCIL OR CCDA GOALS, POLICIES, MASTER PLANS

2. Financial Stability

DATES OF PREVIOUS CONSIDERATION

N/A

Fiscal Impact

Cost: \$42,000

Budgeted (yes or no): No

Where Budgeted (department/program): Urban Renewal

Additional Fiscal Notes:

Total impact of this action will increase the FY 2013 Adopted Budget for the City Center Development Agency (CCDA) by \$42,000. This amount will be offset by a carryover of unspent budget from the previous fiscal year.

Attachments

Resolution

Exhibit A

**CITY OF TIGARD, OREGON
CITY CENTER DEVELOPMENT AGENCY BOARD
RESOLUTION NO. 12-**

A RESOLUTION TO ADOPT A SUPPLEMENTAL BUDGET AMENDMENT TO FY 2013 CITY CENTER DEVELOPMENT AGENCY BUDGET.

WHEREAS, the City Center Development Agency board is acknowledging those items that were unknown at the time the FY 2013 Budget was adopted; and

WHEREAS, the City Center Development Agency board recognizes a total of \$42,000 in budgeted carry forward amounts into the existing budget; and

WHEREAS, the City Center Development Agency board authorizes \$40,000 to be used for the Façade Improvement Program, and \$2,000 to be spent on completion of the Downtown Marketing Implementation Plan.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Center Development Agency board that:

SECTION 1: The FY 2012-13 Budget is hereby amended as detailed in Exhibit A.

SECTION 2: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2012.

Chair - City Center Development Agency

ATTEST:

City Recorder - City of Tigard

City Center Development Agency FY 2013 First Qtr Supplemental Budget Amendment

Exhibit A

1. Carryforward-City Center Development Agency (CCDA)

Total carryforwards in the amount of \$42,000 are being requested for CCDA. Unspent budget from the prior fiscal year will carryforward for the Façade Improvement Program in the amount of \$40,000 and \$2,000 for completion of the Downtown Marketing Implementation Plan.

Urban Renewal CIP Resources	Adopted Budget	Amendment	Revised Budget
Beginning Fund Balance	\$ 260,000	\$ 42,000	\$ 302,000
Property Taxes	\$ -		\$ -
Franchise Fees	\$ -		\$ -
Licenses & Permits	\$ -		\$ -
Intergovernmental	\$ 280,000		\$ 280,000
Charges for Services	\$ -		\$ -
Fines & Forfeitures	\$ -		\$ -
Interest Earnings	\$ -		\$ -
Miscellaneous	\$ -		\$ -
Other Financing Sources	\$ -		\$ -
Transfers In from Other Funds	\$ -		\$ -
Total Resources	\$ 540,000	\$ 42,000	\$ 582,000
Requirements			
Policy and Administration	\$ -		\$ -
Community Development	\$ -		\$ -
Community Services	\$ -		\$ -
Public Works	\$ -		\$ -
Program Expenditures Total	\$ -	\$ -	\$ -
Debt Service	\$ -		\$ -
Loans	\$ -		\$ -
Work-In-Progress	\$ 540,000	\$ 42,000	\$ 582,000
Transfers to Other Funds	\$ -		\$ -
Contingency	\$ -		\$ -
Total Budget	\$ 540,000	\$ 42,000	\$ 582,000
Reserve For Future Expenditure	\$ -	\$ -	\$ -
Total Requirements	\$ 540,000	\$ 42,000	\$ 582,000