



City of Tigard
Tigard Business Meeting – Agenda

TIGARD CITY COUNCIL

MEETING DATE AND TIME: October 22, 2013 - 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://live.tigard-or.gov>

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

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MEETING DATE AND TIME: October 22, 2013 - 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

EXECUTIVE SESSION: The Tigard City Council will go into Executive Session to discuss exempt public records under ORS 192.660(2)(f). 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.

STUDY SESSION

- A. BRIEFING ON THE DRAFT SUSTAINABILITY ACTION PLAN

7:30 PM

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. - estimated time

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

3. CONSENT AGENDA: (Tigard City Council) 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:
7:55 p.m. - estimated time

A. Approve City Council Minutes for:

- June 25, 2013
- July 9, 2013
- July 16, 2013
- July 23, 2013

• 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. PUBLIC HEARING TO CONSIDER A UTILITY FRANCHISE AGREEMENT WITH tw telecom of oregon, llc
8:00 p.m. - estimated time

5. LEGISLATIVE PUBLIC HEARING ON THE PROPOSED FIRST QUARTER SUPPLEMENTAL AMENDMENT TO THE FY 2014 ADOPTED BUDGET
8:20 p.m. - estimated time

6. CONSIDER A RESOLUTION TO ADD BUDGET APPROPRIATION FOR THE BARROWS/SCHOLLS FERRY WATER LINE
8:35 p.m. - estimated time

7. REVIEW STREET MAINTENANCE FEE
8:45 p.m. - estimated time

8. COUNCIL LIAISON REPORTS
8:55 p.m. - estimated time

9. NON AGENDA ITEMS

10. 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.

11. ADJOURNMENT
9:15 p.m. - estimated time

AIS-1409

Business Meeting

Meeting Date: 10/22/2013

Length (in minutes): 20 Minutes

Agenda Title: Briefing on the Draft Sustainability Action Plan

Prepared For: Brian Rager, **Submitted By:** Greer Gaston, Public Works

Item Type: Update, Discussion, Direct Staff **Meeting Type:** Council Business Mtg - Study Sess.

Public Hearing: No **Publication Date:**

Information

ISSUE

Shall the council receive a briefing on the draft Sustainability Action Plan?

STAFF RECOMMENDATION / ACTION REQUEST

No formal action is requested; the council is asked to listen to the briefing and comment on the plan.

KEY FACTS AND INFORMATION SUMMARY

In 2011 the council:

- Established a goal to "Evaluate the city's internal sustainability efforts."
- Set a long-term goal to "Develop sustainability plan."
- Defined a sustainable community as one that ". . . can meet the needs of the present without compromising the needs of the future."

In January 2012 the council set a goal to "Evaluate the city's sustainability efforts on an ongoing basis." The intent of this goal was to define, monitor, evaluate and improve the city's investments in sustainability.

Since sustainability first became a council goal in 2011, the city has achieved the following milestones:

- Conducted sustainability assessment (2012)
- Established sustainability goals (2013)
- Developed sustainability plan (2014)

Staff completed the inventory of existing sustainability efforts (sustainability assessment) and developed a scope of work for an outside consultant to assist with the next two milestones of setting goals and developing a sustainability plan. Due to budget constraints, the direction was for staff to work toward a draft sustainability action plan that would initially be specific to the Public Works Department, with the intent that the plan would be enhanced and amended in the future as other departments begin to document their sustainability efforts.

The attached draft Sustainability Action Plan represents the first concerted effort—from a Public Works Department's perspective—to capture past, present and future sustainability efforts. The attached plan focuses on four sustainability action areas. Each of these areas were selected because they address important and impactful sustainability issues, offer potential meaningful benefits for Tigard and are currently overseen by the city. Each action area has recommended goals, milestones, strategies and performance measures. The sustainability action areas are:

- Energy Management & Transportation
- Water Management & Quality
- Waste Reduction & Recycling
- Land & Habitat Conservation Management

Future sustainability efforts will involve other departments within the city. Those departments are free to enhance the four focus areas or consider other focus areas that may pertain to their departmental expertise.

OTHER ALTERNATIVES

The council could elect not to hear the briefing and forego commenting on the plan.

COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS

None

DATES OF PREVIOUS COUNCIL CONSIDERATION

The council was briefed on the city's initial sustainability practices during its September 20, 2011, workshop meeting.

Attachments

Sustainability PowerPoint Presentation

DRAFT Sustainability Action Plan

City of Tigard

Sustainability



“A sustainable community that can meet the needs of the present without compromising the needs of the future.”

October 22, 2013



Sustainability ~ An Introduction

In 2011, the Tigard City Council expressed a desire—at its goal setting session—to develop a strategy around sustainability with the ultimate goal being to produce a plan that:

- Defined sustainability.
- Captured city efforts to date.
- Created an action plan framework.



Sustainability Action Areas

- I. Energy Management & Transportation
- II. Water Management & Quality
- III. Waste Reduction & Recycling
- IV. Land & Habitat Conservation Management



Energy Management & Transportation

Benefits: Reduction in city operating costs for energy and fuel purchases, reduction in air pollutants, increased air quality and reduction in negative human health impacts.



2020 Goals:

- Reduce fossil fuel energy usage by 20 percent with energy efficiency, renewable energy and green power.
- Expand the city's inventory of pedestrian and bike facilities by 1 percent annually until 2020.

Water Management & Quality

Benefits: Preservation of limited clean water resources through effective long-term management of infrastructure.

2020 Goal:

- Develop and implement an asset management plan.



Waste Reduction & Recycling

Benefits: Reduction in waste to landfills, reduction in air pollutants and noise pollution from hauling trucks, and creation of business opportunities for recycling.

2020 Goal:

- Actively participate in regional programs, strategies and initiatives developed to direct the regional goal of diverting 64 percent of the annual waste stream from the landfill.



Land & Habitat Conservation Management

Benefits: Increased opportunity for recreation and exercise, increased capacity of natural systems to cleanse air and water and provide healthy living environment, and preservation of valuable ecosystem services.

2020 Goals:

- Develop a sustainable funding methodology to ensure long-term maintenance of park and open space areas.
- Meet or exceed level of service ratios for parks and open spaces as recommended in the current version of the Park System Master Plan.

CITY OF TIGARD

Questions or comments?



City of Tigard



Sustainability Action Plan

October 22, 2013

*“A sustainable community that can meet
the needs of the present without compromising
the needs of the future.”*





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Tigard Sustainability Plan

Acknowledgements

Tigard City Council:

John L. Cook, Mayor
Gretchen Buehner, Councilor
Jason Snider, Councilor
Marland Henderson, Council President
Marc Woodard, Councilor
Craig Dirksen, Former Mayor
Nick Wilson, Former Councilor

City of Tigard - Sustainability Steering Committee:

Aaron Beattie, Public Works Water Division Supervisor
John Goodrich, Public Works Utility Division Manager
Marissa Grass, Community Development Assistant Planner
Sara Doughty, Public Works CMMS Software Specialist
Nicklas Nissen, Public Works Property/Fleet Supervisor
Brian Rager, Assistant Public Works Director
Carla Staedter, Public Works Healthy Streams Coordinator
Vance Walker, Public Works Streets Supervisor
Michelle Wright, Public Works Business Manager

City of Tigard - Values Team:

Albert Shields, Community Development Permit Coordinator
Jeff Whalen, Information Technology Network Administrator
Meghan Vehey, Design and Communication
Sandra Hughes, Library
Steve Gayton, Police Officer
Jim Wolf, Police PIO
Sandy Zodrow, Human Resources Director
Sean Garvey, Library
Jamie Greenburg, Finance Purchasing

Brightworks Team:

Joshua Hatch, Director, Sustainability Analytics
Patsy Feeman, Facilitator
Rita Haberman, Sustainability Advisor
Jon Blumenauer, Sustainability Advisor



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Introduction

In 2011, the Tigard City Council expressed a desire— in its goal setting session—to develop a strategy around sustainability with the ultimate goal being to produce a plan that would:

1. Express the city’s definition of sustainability;
2. Document the sustainable efforts the city has already accomplished; and
3. Lay out a framework and plan for sustainable goals and efforts moving into the future.

A work plan was developed around this goal and was assigned to the Public Works Department because many of the existing sustainability efforts have roots in the daily work carried out by that department. Public Works staff met with council in September 2011 and worked together on the following:

- Staff produced a list of existing sustainable efforts and committed to continue developing that list;
- Staff and council discussed the work plan and agreed on next steps;
- Council developed a definition of a sustainable community as follows:
“A sustainable community that can meet the needs of the present without compromising the needs of the future.”
- Council and staff discussed and agreed to the following general milestones of this effort:

Conduct Sustainability Assessment	2012
Set Sustainability Goals	2013
Develop Sustainability Plan	2014
Implement Plan	2015
Monitor/Evaluate Implementation Progress	2016

The council next set a goal in 2012 to “Evaluate the city’s sustainability efforts on an ongoing basis.” This goal was also assigned to the Public Works Department to coincide with its efforts already underway. Staff completed the inventory of existing sustainability efforts (sustainability assessment) and developed a scope of work for an outside consultant to assist with the next two milestones of setting goals and developing a sustainability plan. Due to budget constraints, the direction was for staff to work toward a draft sustainability action plan that would initially be “public works specific,” but could be enhanced and amended in future years as other departments became involved with the plan.

Staff engaged other departments to create a Sustainability Steering Committee; this group was largely made up of key leaders in the Public Works Department, along with the city’s Values Team. And because the city lacks in-house expertise in sustainability, a contract was let with Brightworks to help



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the Public Works Department and the Steering Committee develop a draft plan. The plan includes input from the city's Values Team and integrates with Tigard's 2027 Comprehensive Plan.



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Executive Summary

The City of Tigard was incorporated in 1961 and today is a clean, livable and affordable community. Located in southeast Washington County, about 15 minutes from downtown Portland, Tigard's population in 2011 was an estimated 48,415 residents. As a community, Tigard strives to blend the amenities of a modern city with the friendliness and community spirit of a small town.

In recent years, the city has placed an increasing focus on resource conservation initiatives. It has formally defined a sustainable community as one that can “meet the needs of the present without compromising the needs of the future.” The city has demonstrated its commitment to sustainability through several measures to quantify and improve efficiency and resource use. The city's efforts have provided positive results, saving the city money and increasing the health and well-being of city employees and citizens. The sustainability action plan will provide the city a comprehensive plan with measurable goals. By developing a comprehensive plan, the city will leverage its values and align its investment to the areas of greatest opportunity to our citizens.

Around the region there have been initiatives related to sustainable practices that have helped guide Tigard's efforts, including:

- Legislation in 2007 mandating Renewable Energy Portfolio Standards, which require large power companies to obtain 25 percent of their energy from renewable resources by 2025; and
- Legislation in 2009 directed Metro to develop “Climate Smart Communities” and mandated reductions in greenhouse gasses generated by cars and trucks by the year 2035.

The following Sustainability Action Plan: A Vision for 2012 – 2020 represents the first concerted and comprehensive effort to define—through the lens of sustainability—the city's past, present and future efforts. Sustainability, however, is not new to the City of Tigard. Rather, sustainability aligns with long-held values and a commitment to protect and conserve the city's finances, natural resources and quality of life, as well as the broader environment.

In 2006, the City Council made the decision to adopt "A Place to Call Home" as the tagline for the city. The tagline represents a commitment to a city that everyone could truly be proud of. In an effort to further this vision, the city implemented three values for staff to reflect and embody. These values are:

Respect and Care – We will treat people well

Do the Right Thing – We will go the extra mile to exceed expectations

Get it Done – We will focus on solutions—not excuses

These existing values represent a powerful statement of intent of the community of Tigard. Each of these values provides direction on how the city should consider and address sustainability in its operations and for Tigard citizens. Looking through the lens of sustainability, these same values pose implied questions:



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Respect and Care

- ✓ How should a community respect and care for the land and environment it inhabits?
- ✓ How should the city act today to respect and care for the citizens of Tigard in the future?

Do the Right Thing

- ✓ What changes should the city make in our business practices today to ensure a healthy community in the future?

Get it Done

- ✓ How should the city's day-to-day operational needs be balanced with human health and environmental quality?
- ✓ What are the most meaningful actions the city can take right now, and which should the city plan for tomorrow?

On January 10, 2012, the City Council set a goal to “evaluate the city’s sustainability efforts on an ongoing basis.” The intent of this goal was to define, monitor, evaluate and improve the city’s investments in sustainability. This plan builds upon the work of the city’s Values Team, was driven by the city’s Sustainability Steering Committee, and leverages and complements similar efforts in Northwest Oregon and beyond. In 2011, the City Council established the following defining statement for Tigard related to sustainability:

A sustainable community that can meet the needs of the present without compromising the needs of the future.

The sustainability action plan focuses on four Sustainability Action Areas, each chosen because it address important and impactful sustainability issues, offers potential meaningful benefits for Tigard and is currently overseen by the city. Each Sustainability Action Area is matched with a specific goal to be achieved by the year 2020. The plan will then break down each area by listing achievements already attained by the city, establishing associated performance measures and describing specific strategies for how the city can achieve the goals. The following are the four Sustainability Action Areas with their respective goals:

- I. **Energy Management & Transportation:** Reduce fossil fuel energy usage by 20 percent with energy efficiency, renewable energy and green power. Expand the city’s inventory of pedestrian and bike facilities by 1 percent annually until 2020.
- II. **Water Management & Quality:** Actively participate in regional programs, strategies and initiatives developed to direct the regional goal of diverting 64 percent of the annual waste stream from the landfill.
- III. **Waste Reduction & Recycling:** Actively participate in regional programs, strategies and initiatives developed to direct the regional goal of diverting 64 percent of the annual waste stream from the landfill.



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- IV. Land & Habitat Conservation Management: Develop a sustainable funding methodology to ensure long-term maintenance of park and open space areas. Meet or exceed level of service ratios for parks and open spaces as recommended in the current version of the Park System Master Plan.

Conclusion

This plan will go into detail on each of the four focus areas above from a Public Works Department perspective, and will recommend appropriate goals, milestones, strategies and performance measures.

Phase II of this effort will involve other departments within the city or potentially become part of the city's draft vision plan. Those departments will be free to enhance the four focus areas listed, or they could consider other focus areas that may pertain to their departmental expertise. A brief Google search of other city and agency sustainability plans show other potential focus areas such as community health and well-being, education and outreach, procurement practices, and employee safety and health.



Plan Scope and Integration

Public Works Department Pilot

The City of Tigard strategically opted to focus on the Public Works Department in implementing a sustainability action plan. Public Works is responsible for the planning, design, construction, operation and maintenance of the city's major infrastructure systems. These systems include parks, streets, sanitary sewer, storm drainage, water, fleet and city facilities. The advantages of this pilot approach were:

- A smaller, initial scope was financially feasible given the city's resources.
- Public works touches many of areas across the city.
- It establishes the overall action plan framework for the entire organization.

Also, the pilot offers the opportunity to test, refine, and improve the framework before considering a broader and more complex organization-wide initiative.

Further Integration of Plan

This action plan will be amended and refined as other departments in the city become educated as to the plan and expend their own efforts to add to or enhance strategies or performance measures within the plan. It is anticipated that the Community Development Department will be the next piece of the organization to review and amend this plan.

Timeframe of Plan: 2012 - 2020

This sustainability action plan was developed in 2012. This is the year that will be used as a reference point and baseline for future improvements. The goals and targets within this plan are to be completed by 2020. The city will track and summarize annually the progress made on the plan. The city also intends to revisit—in a comprehensive manner—the plan in 2015 and again in 2020 to re-assess goals and plan for timeframes beyond 2020.

Related Sustainability Planning Efforts and Initiatives

The City of Tigard's sustainability planning is nested within and informed and inspired by other related jurisdictions, as well as a growing national and international movement among local governments, including:

- ✓ Tigard's 2027 Comprehensive Plan.
- ✓ Washington County's sustainability plan.
- ✓ Partners for a Sustainable Washington County Community.
- ✓ Metro's Sustainability Plan for Metro Internal and Business Operations, August 2010.
- ✓ International Council for Local Environmental Initiatives (ICLEI).
- ✓ Oregon legislation in 2007 mandating Renewable Energy Portfolio Standards, which require large power companies to obtain 25 percent of their energy from renewable resources; and
- ✓ Oregon legislation in 2009 directed Metro to develop "Climate Smart Communities" and mandated reductions in greenhouse gasses generated by cars and trucks by the year 2035.

Additional information about each of the plans and initiatives above are provided in Appendix I to this report.

Guiding Principles of This Plan



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- The concept of sustainability is linked to city policy.
- Lead by example with sustainable business practices.
- Balancing the economic, environmental and social needs of the community is essential to long-term sustainability.
- Public participation and community awareness are essential to building a sustainable city.
- Partnerships—among government and community—must be established to achieve goals.

Terminology Within This Plan:

For consistency, the Sustainability Steering Committee has defined the following terms within the context of the sustainability plan and action areas:

- **Current State (2012 Baseline) and Accomplishments to Date:** Current and past sustainability efforts relating to a sustainability focus area.
- **Goal:** Comprehensive, measureable, intended results.
- **Milestones:** Specific, desirable targets to show progress toward meeting a goal.
- **Recommendations/Strategies:** Professional and experiential advice from city staff and outside experts for specific actions to implement, or ideas for consideration, in support of one or more goals.
- **Performance Measures:** Specific, measurable progress benchmarks supporting one or more goals.

The city's Sustainability Steering Committee worked with a consultant (Brightworks) to review sample action plans from other municipal organizations, along with a list of potential focus areas and reached consensus on four Sustainability Action Areas addressing a wide variety of important and impactful sustainability considerations. For the city, each action area offers the potential for meaningful benefits, including:

- I. **Energy Management & Transportation**
Benefits: Reduction in city operating costs for energy and fuel purchases, reduction in air pollutants, increased air quality and reduction in negative human health impacts.
- II. **Water Management & Quality**
Benefits: Preservation of limited clean water resources through effective long-term management of infrastructure.
- III. **Waste Reduction & Recycling**
Benefits: Reduction in waste to landfills, reduction in air pollutants and noise pollution from hauling trucks, and creation of business opportunities for recycling.
- IV. **Land & Habitat Conservation Management**
Benefits: Increased opportunity for recreation and exercise, increased capacity of natural systems to cleanse air and water and provide healthy living environment, and preservation of valuable ecosystem services.



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For each sustainability action area, the Sustainability Steering Committee developed goals, milestones (including targets or projects), performance measures, strategies and recommendations. These were created to guide future projects and actions and allow the city to measure its progress. In addition, the city has already made significant progress in many of these areas, and a summary of the prior and current actions is documented under the “Current State” section of each action area to showcase past and current successes; challenges and gaps for future efforts will also be discussed in each section.



I. Energy Management & Transportation

The city's electrical, natural gas and petroleum usage imposes financial and environmental costs on the planet. Energy prices have been rising, putting pressure on household, business and government budgets alike. Only by taking advantage of abundant renewable resources, or reducing current use of these resources, will the city obtain energy security and avoid the environmental impacts of our building and transportation energy use.

Tigard obtains its electrical energy from Portland General Electric (PGE). PGE is under a state directive to include in its energy source portfolio renewable energy sources to account for 25 percent by 2025. Thus Tigard's source of energy is already highly sustainable, allowing the city to focus its energy sustainability efforts on reduction of consumption.

The city also recognizes the value of efforts that could lead to reduced use of vehicles and an increase in infrastructure that encourages and accommodates bicycling and pedestrian travel. To that end, the city plans for future expansion of its bicycle and pedestrian facility network and looks for ways to make existing vehicle infrastructure more sustainable.

Current State (2012 Baseline), Accomplishments & Goals

The City of Tigard is committed to the protection and conservation of natural resources. City efforts to achieve this goal have been through energy conservation in facilities and transportation systems. Energy management is relevant to the City of Tigard because it owns and manages:

- Eight building facilities totaling approximately 100,000 square feet that collectively use approximately 1,500,000 kWh of electricity.
- 148 fleet vehicles, which collectively use more than 90,000 gallons of petroleum each year.
- A network of approximately 24 traffic signals and 4,136 street lights.
- A transportation network of 314 miles of roadways and 90 miles of bicycle-friendly streets and off-road trails.

The city has demonstrated its commitment to sustainability through several measures to quantify and improve efficiency and resource use. The city's efforts in energy management have provided positive results, saving the city money and making efficient use of resources. The following is a list of accomplishments so far:

- ✓ Established an organizational Employee Commute Incentive Program (ECIP), aimed at reducing vehicle trips by employees to the worksite, contributing to a cleaner environment and less congestion on the roads.
- ✓ Upgraded buildings for energy efficiency: inductive lighting upgrades, motion sensors and timers, air-conditioning system improvements, building automation systems, and ENERGY STAR compliant roofs.
- ✓ Converted 98 percent of traffic signals to energy-efficient light-emitting diode (LED) bulbs and installed LED street lights along Burnham Street.
- ✓ Established a pavement management program (PMP) and implemented a street maintenance fee (SMF) that enables staff to plan for and fund on-going pavement treatments that will



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prolong the life of pavements, thereby delaying complete failure of those pavements that would require complete reconstruction.

- ✓ Installed 11 solar-powered school zone “Speed Limit 20 when flashing” beacons, 11 solar-powered “Your Speed Is” driver feedback signs, six sets of solar-powered crosswalk beacons (19 beacons total), and 43 flashing yellow traffic signal heads allowing drivers to turn left when there is a gap in oncoming traffic.
- ✓ In partnership with Washington County and Oregon Department of Transportation (ODOT), improved traffic flow through a highly congested section of Pacific Highway (99W). This reduced vehicle idling emissions by hundreds of thousands of hours per year.
- ✓ Installed preventive maintenance crack sealing and slurry seals on 30 percent of total street mileage in the past three years. This measure extends the life of the pavement.
- ✓ Used a warm-mix asphalt for all city pavement overlays in 2012. Warm-mix is heated to a lower temperature and uses less energy than typical hot mix asphalt.
- ✓ Installed six electric vehicle (EV) charging stations.
- ✓ Purchased 22 alternative-powered and/or high-efficiency vehicles (of the city’s 148 vehicles).

2020 Goal: Reduce fossil fuel energy usage by 20 percent with energy efficiency, renewable energy, and green power.

2020 Goal: Expand the city’s inventory of pedestrian and bike facilities by 1 percent annually until 2020.

Energy & Transportation Management Matrix

Milestones	Recommendations/Strategies	Performance Measures
<ul style="list-style-type: none"> • Reduce electricity use in city buildings by 5 percent by 2015. • Reduce natural gas use in city facilities by 5 percent by 2015. 	<ul style="list-style-type: none"> • Complete the analysis to determine if conversion of existing streetlights to LED fixtures is a good, sustainable decision for the city. • Complete an analysis on the use of green power and whether the city should use it. • Evaluate whether city buildings should be ENERGY STAR compliant. • Install solar panels with new construction. • Purchase only ENERGY STAR equipment. • Encourage Lake Oswego Tigard Water Partnership efforts to include energy-efficient pumps, HVAC, green technologies and to consider the purchase of green power. 	<ul style="list-style-type: none"> • Annual electricity usage. • Percentage of green power purchased from PGE. • Annual natural gas usage.



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<ul style="list-style-type: none">• Increase average city fleet fuel efficiency by 2 miles per gallon (mpg) by 2015.	<ul style="list-style-type: none">• Replace fleet vehicles with higher fuel efficiency models.	<ul style="list-style-type: none">• Annual petroleum usage (city fleet).• Annual average mpg of city fleet.
<ul style="list-style-type: none">• Increase bicycle and pedestrian infrastructure mileage by 1 percent every year.	<ul style="list-style-type: none">• Make the completion of Fanno Creek Trail through Tigard a priority in Capital Improvement Plan (CIP) planning.• Ensure that CIP's include bicycle lane improvements where applicable.	<ul style="list-style-type: none">• Miles of bicycle lanes• Miles of pedestrian paths and new sidewalks.



II. Water Management & Quality

The Public Works Department has the primary responsibility to operate, maintain, repair and expand Tigard's domestic water, wastewater and stormwater infrastructure while providing high-quality, dependable service to its customers.

The Tigard Water Service Area, for domestic water consumption, is comprised of the cities of Durham, King City, two-thirds of Tigard and unincorporated areas to the south and west of Tigard (Tigard Water District). The service area has 18,200 service connections supplying approximately 58,000 residents, making it the tenth largest water utility in the State of Oregon. The city provides safe and reliable drinking water that meets or exceeds all Environmental Protection Agency (EPA) and State of Oregon standards for water quality.

The wastewater and stormwater conveyance systems are managed by the Sanitary Sewer and Stormwater Divisions. These two divisions work in cooperation with each other to TV inspect, clean and repair the sewer and stormwater conveyance systems within Tigard's boundaries. Both programs are further managed at a regional level by Clean Water Services (CWS)—a county service district organized under ORS 451—that has legal authority for the sanitary sewerage and stormwater/surface water management within its boundaries. CWS serves as the National Pollutant Discharge Elimination System (NPDES) permit and the Municipal Separate Storm Sewer Systems (MS4) permit holder with the Oregon Department of Environmental Quality (DEQ) and the EPA. Tigard, along with the other cities in CWS' jurisdiction, serve as permit implementers. Tigard currently maintains and operates both systems in conformance with performance standards set by CWS and the regulatory permits.

Current State (2012 Baseline), Accomplishments & Goals

The City of Tigard is committed to water management and quality, as it is responsible for:

- Operation and maintenance of over 248 miles of domestic drinking water pipeline, over 165 miles of sewer pipeline, and over 125 miles of stormwater pipeline. The stormwater system also includes:
 - Annual maintenance of over 3,000 sumped catch basins. These basins help remove pollutants from stormwater before that water is discharged in local waterways.
 - Street sweeping, which annually collects approximately 2,200 cubic yards of oil, sediment and trash—debris that would otherwise be discharged in to local waterways.
- Operation and maintenance of irrigation systems at all city-owned facilities, including building locations and public parks.

The city has demonstrated its commitment to sustainability through several measures to quantify and improve efficiency and resource use. The city's water management and quality efforts have delivered positive results, saving the city money, meeting water quality standards and making efficient use of resources.

- ✓ The city conducts an annual water audit to report on customer consumption, unaccounted-for water, leak detection and number of customer accounts. The audits continue to show that previous conservation efforts have succeeded in that metered water sales have



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continued to decline since 2008. Water sales for 2012 were the lowest since 1994. The five-year average for unaccounted-for water ratio (UFWR) continues to be well below the national recommendation of 10 percent. Tigard's per capita per day consumption is 110 gallons, well below most neighboring communities, based on the 2010 Water System Master Plan.

- ✓ Lake Oswego Tigard Water Partnership (LOTWP) projects will increase system capacity to deliver high-quality drinking water from the Clackamas River to the communities of Lake Oswego and Tigard. Together these two communities can secure long-term access to clean, safe water for less than it would cost them to do it alone.
- ✓ The city is also a member of the Clackamas River Water Providers (CRWP). This coalition of water providers organizes funding and coordinates efforts regarding source water protection, and public outreach and education around watershed issues, drinking water, and water conservation. The coalition promotes sustainable use of the Clackamas River.
- ✓ The city has an aquifer storage and recovery (ASR) program. ASR allows the city to store large quantities of water in an underground aquifer during the rainy season, when the region's water supply is plentiful, and then use that water during periods of peak demand in the summer.
- ✓ The city, in coordination with CWS, implemented a "fats, oils and grease" (FOG) abatement program. With more than 200 participating restaurants, wastewater treatment and maintenance demands have been reduced.
- ✓ The city has developed accurate inventory and mapping of all water-related system assets and manages them in via computerized maintenance management system (CMMS) and its geographic information system (GIS) mapping services. This ongoing effort improves efficiency in customer response and preventive maintenance and repair.
- ✓ To moderate water use, the city uses evapotranspiration (ET) electronic sensors and centralized controls for irrigation systems at city parks. The system takes into account soil and weather conditions to calculate the amount of water needed for specific plants.
- ✓ The city uses reclaimed water to irrigate sport fields at Cook Park.

As successful as the city has been with operation and maintenance of its existing water-related pipeline systems, it and many cities in our nation face a growing concern of how to plan for the ultimate replacement of those below-ground pipeline systems when they eventually reach their respective ends of life. The east coast, in particular, has been challenged by this reality for many years as water providers manage the nation's oldest pipeline infrastructure. Tigard can learn much from the work done by other cities in the nation, and even in our own region. Failure of any of these systems, combined with the lack of a comprehensive plan that enables cities to fund their replacement, jeopardizes public health and our environment.

In order to properly plan for the life cycle costs of infrastructure, cities develop and implement asset management plans. These plans help cities:

- Systematically track asset inventory.
- Routinely assess infrastructure condition.
- Predict risk of failure.
- Strategize as to the best practices of prolonging the life of assets.
- Make good decisions as to when the assets should be replaced.



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It is recommended that Tigard make the investment in an asset management plan.

2020 Goal: Develop and implement an asset management plan.

Water Management & Quality Matrix

Milestones	Recommendations/Strategies	Performance Measures
<ul style="list-style-type: none"> Draft asset management plan by 2017. 	<ul style="list-style-type: none"> Work with staff to create a listing of sewer assets currently not accessible. Use five-year Capital Improvement Plan (CIP) to include projects to remedy these situations. Stay current with industry standard condition assessment practices. Ensure all new utility infrastructures designed and installed to the best engineering standards that increase life cycle and performance of assets. Ensure all sewer assets are accessible to maintenance crews. Research American Water Works Association's (AWWA) and other cities' practices related to condition assessment of domestic water pipeline. Develop a condition assessment process. 	<ul style="list-style-type: none"> Number of sewer overflows or backups (Goal =0). Percent of drinking water samples that meet/exceed water quality standards as set by EPA (Goal = 100 percent). Gallons per capita per day (GPCD) remains at or below 110.



III. Waste Reduction & Recycling

For decades, the importance of material conservation has been recognized as a means to make the best use of scarce natural resources. In recent years, there has been an increased emphasis on strategies like waste prevention, recycling and composting due to natural resources becoming less available. The City of Tigard is subject to state law which mandates several recycling and waste stream diversion strategies. Locally that program is managed via Metro in the form of the Regional Solid Waste Management Plan (RSWMP). This plan governs both the collection and disposal of all solid waste and recyclable products, including a new mandate to impose recycling on local businesses. The RSWMP sets a goal of diverting 64 percent of the region's solid waste. In 2012, Tigard area haulers reported achieving a 57-percent diversion.

Current State (2012 Baseline), Accomplishments & Goals

The City of Tigard is committed to the protection and conservation of natural resources, and waste reduction and recycling is part of that commitment. The city owns a variety of facilities and parks in which waste is generated during normal operation. The city continues to reduce waste generation and maximize recycling.

The city has demonstrated its commitment to sustainability through several measures to quantify and improve efficiency and resource use. The city's waste reduction and recycling efforts have yielded positive results, saving the city money and making efficient use resources. The following are a few examples:

- ✓ Reduction and recycling practices have been implemented at all city facilities.
- ✓ Through annual leaf collection events, the city's efforts lead to the composting and/or recycling of up to 800 yards of leaves per year.
- ✓ Electronic documents (instead of paper) are now widely used for construction project bidding and documentation.
- ✓ Recycled asphalt products (RAP) are typically used as part of paving mixes.
- ✓ Administer the solid waste and recycling hauler franchises, along with rules and regulations.
- ✓ The city manages the business recycling program mandated by Metro.

2020 Goal: Actively participate in regional programs, strategies and initiatives developed to direct the regional goal of diverting 64 percent of the annual waste stream from the landfill.



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Waste Reduction & Recycling Matrix

Milestones	Recommendations/Strategies	Performance Measures
<ul style="list-style-type: none">Achieve 60 percent solid waste diversion within city organization by 2015.	<ul style="list-style-type: none">Conduct a waste audit at a representative sample of city buildings and parks.Provide recycling, composting and waste containers at all city facilities and parks.Research and develop Capital Improvement Plan (CIP) opportunities for incentivizing waste reduction or requiring deconstruction, reuse and recycling rather than conventional demolition.	<ul style="list-style-type: none">Solid waste citywide (tons).Recycling citywide (tons).



IV. Land & Habitat Conservation Management

Parks and open spaces provide valuable recreational opportunities and ecological benefits within the urban environment. The city's parks are praised for their excellent upkeep and provide open lawn area, playground equipment, and trails for exercise and enjoyment.

Open spaces, including natural stream corridors and greenways, provide habitat for wildlife, shade for streams, and some recreational benefits where trails are permitted and/or constructible given the particular topography of the area. Tigard, in partnership with Clean Water Services (CWS), manages the Healthy Streams Program (HSP). One component of the program has citizen volunteers plant native shrubs and trees along stream corridors. Under the HSP, the city replaces outdated or undersized culverts with modern, appropriately-sized, fish-friendly culverts. Stormwater outfalls are also retrofitted by adding stormwater treatment improvements.

Stream corridors, and ultimately the Tualatin River, are further protected via land use regulations that require the treatment of surface water runoff. Constructed treatment facilities such as bioswales, rain gardens, treatment ponds, and other stormwater filtration systems are designed to treat and manage stormwater runoff before being discharged into the natural stream corridors. Vegetated facilities, such as bioswales and ponds also provide wildlife habitat. Land use regulations also require the planting of street trees and parking lot shade trees that, upon maturity, provide additional shade canopy to reduce the heat generated on paved surfaces.

Current State (2012 Baseline), Accomplishments & Goals

The City of Tigard is committed to preserving the natural environment for the enjoyment of its citizens and health of wildlife. Land and habitat conservation management is relevant to the city as follows:

- The city manages more than 450 acres of park land for recreation and ecological functions.
- Tigard manages its stormwater system in partnership with CWS under an intergovernmental agreement (IGA) mentioned in the Water Management & Quality section of this plan. As a part of managing the stormwater program, Tigard maintains over 3,000 sumped catch basins that help remove pollutants from stormwater before that water is discharged in local waterways. In addition, the city's street sweeping program collects approximately 2,200 cubic yards of oil, sediment and trash—debris that would otherwise be discharged in to local waterways.

The city has demonstrated its commitment to sustainability through several measures to enhance land and habitat conservation management. Efforts thus far include:

- ✓ In 2010, Tigard voters passed a \$17 million general obligation bond to fund the purchase of real property for park land and to fund a limited amount of park improvements. Tigard staff has managed the bond proceeds which, to date, have resulted in the purchase of over 108 acres of new park and open space land.
- ✓ Tigard promotes and incorporates sustainable practices and design features for the master planning and development of all park facilities.



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- ✓ Tigard park crews use mulching mowers. The mowers chop the grass in to fine clippings. Those clippings release nutrients back to the soil and reduce evaporation on lawns and sports fields. The use of mulching mowers eliminates the cost of disposing of clippings; it diverts 100 percent of the green waste from composting facilities.
- ✓ The city utilizes green street technology on all streets and pedestrian ways in the Downtown Urban Renewal District, including the Main Street Green Street, Burnham Street and WES station projects. Green street features include stormwater treatment planters, LED street lights, landscaping and other pedestrian amenities.
- ✓ The city supports the use of “low-impact development approaches”, or LIDA, to stormwater treatment. LIDA techniques, including rain gardens and pervious pavement were used when the library was constructed.
- ✓ Under the HSP, city efforts since 2005 have resulted in the restoration of over 165 acres of riparian forest, the planting of roughly 98,000 native trees and shrubs, the replacement of four problem culverts, and the retrofitting of three untreated outfalls.

While the city has been successful in acquiring land for developed park and open space needs, the challenge comes in funding the ongoing operation and maintenance of the park land. While acreage of parks and open spaces has increased, the resources within the park maintenance division of public works has not. It is recommended that the city engage in efforts that will provide a sustainable funding methodology to balance growth of park land with available maintenance resources.

As regulatory requirements related to stream corridors and other natural environments continue to change, and likely become more restrictive, the city should also continue to work with agencies such as CWS to ensure that a sustainable balance can be reached between regulations and enjoyment of these areas by the city’s residents. In addition, the city will continue its efforts to acquire additional park and open space areas to achieve the level of service (LOS) ratios recommended in the 2009 Park System Master Plan.

2020 Goal: Develop a sustainable funding methodology to ensure long-term maintenance of park and open space areas.

2020 Goal: Meet or exceed level of service ratios for parks and open spaces as recommended in the current version of the Park System Master Plan.

Land & Habitat Conservation Management Matrix

Milestones	Recommendations/Strategies	Performance Measures
<ul style="list-style-type: none"> • Begin focused effort on park maintenance funding methodology in fiscal year 2015. 	<ul style="list-style-type: none"> • Develop interdepartmental team to assist. Use a task charter document to serve as the foundation of the effort. • Include citizen participation in the process. • Budget should include funding for outside consultant. 	<ul style="list-style-type: none"> • Annual revenue from park-related services. • Annual number of park-related reservations. • Acres of greenway under city stewardship. • Acres of developed



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		<p>park land managed.</p> <ul style="list-style-type: none"> Acres of parks/greenspaces per 1000 citizens.
<ul style="list-style-type: none"> Complete park bond work by January 2014. 	<ul style="list-style-type: none"> Conduct inventory of ecologically sensitive areas. Target park acquisition around sensitive streams and ecosystems. Target park acquisition in underserved populations and locations. 	<ul style="list-style-type: none"> Acres of community parks under city stewardship (Goal = 3 acres/1000 residents). Acres of neighborhood parks under city stewardship (Goal = 1.5 acres/1000 residents). Acres of linear parks under city stewardship (Goal = 1.25 acres/1000 residents). Acres of open space under city stewardship (Goal = 4.25 acres/1000 residents).
<ul style="list-style-type: none"> Continue HSP efforts through 2015. 	<ul style="list-style-type: none"> Target invasive species removal projects near native habitat. Coordinate culvert and outfall work with pertinent roadway and/or stormwater Capital Improvement Plan (CIP) projects. Evaluate HSP, along with CWS, in 2015 to verify ongoing efforts through 2025. 	<ul style="list-style-type: none"> Number of trees/shrubs planted. Number of priority culverts replaced. Number of significant stormwater outfalls retrofitted.



APPENDIX I:

List of Related Local and Regional Sustainability Plans and Initiatives

- **Tigard's 2027 Comprehensive Plan** – In 2007, Tigard completed its most recent comprehensive plan, a 20-year vision for the city. The plan addresses a diverse set of 14 goals as defined by the Oregon Land Use Planning Program. Although the plan addresses many issues related directly to sustainability—citizen involvement, land use planning, agricultural lands, forest lands, natural resources, environmental quality, recreation, etc.—sustainability is not a focus nor integral principle the plan.
- **Washington County's Sustainability Plan** – In 2009, the Washington County Board of County Commissioners formalized its commitment to sustainability through a Resolution and Order. The county completed its first bi-annual Internal Sustainability Work Plan 2009-2011, with eight focus areas: administration, education and outreach; procurement; energy efficiency; fleet operations and employee commuting; recycling and waste reduction; green building and development; agriculture, landscaping and water; and remote access to county services.

In 2011, Washington County used 2008 data to complete its first inventory greenhouse gas emissions associated with operations. Key findings indicated emissions could be attributed to three general categories as follows: 14 percent transportation (fleet, business travel and employee commute), 26 percent energy (natural gas, electricity, refrigerants and diesel for generators), and 60 percent supply chain (purchased goods and services).

For its 2012-2013, the county broadened its sustainability efforts to also include community objectives focused around: transit-supported development, auto use reduction, preservation of rural farm and forest land; protection of waterways; and community waste reduction/recycling.

The county should be considered an ally and a resource, as its sustainability plan and actions overlay and align with many of those the city is considering and undertaking.

- **Partners for a Sustainable Washington County Community (PSWCC)** – In recognition of the need to coordinate sustainability efforts throughout the county, in 2008 several Washington County agencies established PSWCCE. Now functioning as a membership organization, the group includes: the county, the cities of Banks, Beaverton, Cornelius, and Hillsboro, as well as Clean Water Services, Portland Community College Rock Creek, Tualatin Hills Parks and Recreation District, Tualatin Valley Fire and Rescue and Tualatin Valley Water District. PSWCC focuses on sustainability training, community outreach and collaborative projects.

The PSWCC should be considered an ally and a resource for Tigard. Specifically, other participating cities may provide a successful model for Tigard.



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- Metro’s *Sustainability Plan for Metro Internal and Business Operations, August 2010* – Metro, the greater Portland area’s tri-county, regional government developed a sustainability plan to address its internal and business operations. This plan includes an in-depth sustainability impacts and baseline analysis, along with strategies and actions with 3-, 5-, 10- and 15-year goals for greenhouse gas emissions and reductions, toxics reductions, waste reduction and recycling, water conservation and habitat and stormwater.

Similar to Washington County and PSWCC, Metro should be considered a partner and resource.

- International Council for Local Environmental Initiatives (ICLEI). Founded in 1990, this association of Local Governments for Sustainability has more than 1,000 member cities, including 450 small- and medium-sized cities.

APPENDIX II:

City of Tigard Sustainability Tracking System KWh History

rev. 1

	2008	2009	2010	2011
Energy Management & Transportation				
Annual electricity usage (KWh)				
Street (KWh)	186,407	302,646	243,621	220,715
Facilities (KWh)	1,361,674	2,233,694	2,181,315	2,017,206
Parks (KWh)	58,788	131,860	126,031	144,312
Water Facilities (KWh)	1,254,996	2,009,328	1,343,404	1,466,427

Sustainability Tracking System

rev. 1

	2012	2013	2014	2015	2016	2017	2018	2019	2020
Energy Management & Transportation									
Annual electricity usage (KWh)									
Street (KWh)	201,870								
Facilities (KWh)	1,997,407								
Parks (KWh)	134,036								
Water Facilities (KWh)	1,542,627								
Percent of “green power” purchased from PGE	0%								
Annual natural gas usage (???)	53,000								
Annual petroleum usage (gallons)	90,000								
Miles of bicycle lanes									
Miles of pedestrian paths									



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Water Management & Quality		Goal: Develop and implement an asset management plan by 2020.							
Number of sewer overflows or backups (Goal = 0)									
Percent of drinking water samples that meet/exceed water quality standards as set by EPA (Goal = 100%)									
Waste Reduction & Recycling		Goal: Actively participate in regional programs, strategies and initiatives developed to direct the regional goal of diverting 64% of the annual waste stream from the landfill.							
Solid waste citywide (tons)									
Recycling citywide (tons)									
Land & Habitat Conservation Management		Goal: Develop a sustainable funding methodology to ensure long-term maintenance of park and open space areas. Goal: Meet or exceed level of service (LOS) ratios for parks and open spaces, as recommended by the 2009 Park System Master Plan.							
Annual revenue from park-related services (\$)									
Annual number of park-related reservations									
Acres of Community Parks under city stewardship (Goal = 3.0 acres/1000 residents)									
Acres of Neighborhood Parks under city stewardship (Goal = 1.5 acres/1000 residents)									
Acres of Linear Parks under city stewardship (Goal = 1.25 acres/1000 residents)									
Acres of Open Spaces under city stewardship (Goal = 4.25 acres/1000 residents)		233							
Number of trees/shrubs planted									
Number of priority culverts replaced									
Number of significant stormwater outfalls retrofitted									



APPENDIX III:

Other Potential Focus Areas:

- Community Health & Well-Being

NOTE: the city's consultant suggested this as a focus area and Public Works considered it but determined that it falls outside of its departmental expertise. Some background and accomplishments are listed below for other departments to consider.

The City of Tigard is committed to efforts that lead to a healthy community and environment for its citizens. It is relevant to the city as follows:

- Tigard supports the annual Tigard Festival of Balloons through in-kind services.
- Tigard staff support the annual Christmas Tree Lighting ceremony on Main Street through in-kind services.
- Tigard staff work with a Park and Recreation Advisory Board (PRAB) who serve as an advisory board to the council related to park and recreation needs.

The city has demonstrated its commitment to sustainability through several efforts aimed at fostering a healthy community and environment. Efforts thus far include:

- ✓ Installed 98 “countdown” pedestrian signals to help pedestrians safely cross busy streets and encourage walking trips.
- ✓ Developed a Tigard Bike Map and a Downtown Walking Map to help people find good routes to walk and ride in Tigard.
- ✓ Developed a community garden program, which has teamed local residents with the city to turn barren strips of right of way or otherwise unused public land into fruitful gardens.
- ✓ Host drug take-back events and operates a pharmaceutical drop box where people can safely dispose on expired or unwanted medications. Proper disposal keeps drugs out of the reach of children and discourages people from dumping medications down the drain. Because wastewater treatment facilities are not designed to filter out medications, drugs that are dumped down the drain can eventually end up in local waterways.
- ✓ Developed the Recreation Resource Guide, an online inventory of local recreation offerings in the Tigard area.

- Education and Outreach
- Procurement – Purchasing and Contracting
- Employee Safety and Health

AIS-1491

Business Meeting

Meeting Date: 10/22/2013

Length (in minutes): Consent Item

Agenda Title: Approve City Council Meeting Minutes

Submitted By: Cathy Wheatley, Administrative Services

Item Type: Motion Requested

Meeting Type: Consent
Agenda

Public Hearing:

Publication Date:

Information

ISSUE

Approve City Council meeting minutes.

STAFF RECOMMENDATION / ACTION REQUEST

Approve minutes as submitted.

KEY FACTS AND INFORMATION SUMMARY

Attached council minutes are submitted for City Council approval. (Dates of meetings are listed under "Attachments" below.)

OTHER ALTERNATIVES

N/A

COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS

N/A

DATES OF PREVIOUS COUNCIL CONSIDERATION

N/A

Attachments

[June 25, 2013 Council Minutes](#)

[July 9, 2013 Council Minutes](#)

[July 16, 2013 Council Minutes](#)

[July 23, 2013 Council Minutes](#)



City of Tigard
 Tigard City Council Meeting Minutes
 June 25, 2013

STUDY SESSION

City Council present: Mayor Cook, Councilor Snider, Councilor Woodard, Council President Henderson and Councilor Buehner.

Staff present: City Manager Wine, City Attorney Bennett, Assistant Public Works Director Rager, Parks Manager Martin, Community Development Director Asher, Assistant Community Development Director McGuire, Engineering Manager McMillan and Deputy City Recorder Krager.

At 6:31 pm Mayor Cook announced that the Tigard City Council would enter into Executive Session under ORS 192.660(2)(e) to discuss real property transaction negotiations. The Executive Session ended at 7:25 pm.

Councilor Buehner left the meeting at the conclusion of the Executive Session.

1. BUSINESS MEETING

A.  At 7:30 pm Mayor Cook called the meeting to order.

B. Deputy City Recorder Krager called the roll.

	Present	Absent
Mayor Cook	✓	
Councilor Buehner		✓ (Councilor Buehner was present for the Study Session only.)
Council President Henderson	✓	
Councilor Snider	✓	
Councilor Woodard	✓	

C. Pledge of Allegiance – Mayor Cook welcomed members of Boy Scout Troop 799 who presented the flag ceremony and led the pledge of allegiance.

D. Council Communications & Liaison Reports – Council President Henderson said he wished to talk in the future about funding cuts to the Community Development Block Grant (CDBG) program. He said the 48 percent cuts are significant. Mayor Cook said this was

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discussed at the Mayor's Conference he recently attended. Councilor Snider said he would give a short report regarding the water partnership, on behalf of Councilor Buehner, at the end of the meeting.

- E. Call to Council and Staff for Non-Agenda Items – Mayor Cook said he has an item he would hold for the end of the meeting.

2. CITIZEN COMMUNICATION

- A. Follow-up to Previous Citizen Communication – City Manager Wine provided follow-up to Citizen Communication from the June 11, 2013 council meeting. Council heard from some citizens regarding a Wal-Mart store coming to Tigard and directed staff to perform some additional analysis regarding changes the city may pursue. She said information was received from the city attorney. She reported that staff began negotiations with Tigard Little League and Southside Soccer and an agreement will come before council within a few months. She said she will follow up with Dr. Davis on his concerns.

- B.  Citizen Communication – Sign Up Sheet

 Jill Byars, 10915 SW Hall Blvd, Tigard, OR 97223 is the president of SEIU, Local 199 which is a chapter of the largest public employee union in Oregon and represents 107 City of Tigard employees. She spoke on two issues: 1) the union's desire to work in partnership with the city to raise revenue and restore services, and 2) the union's need to settle a fair contract for their members. She said she came to council in February with a statement that expressed the union's desire to partner with the city on common goals. At the bargaining table the union proposed funding solutions to restore services the citizens lost during the 2012 budget cuts. This would also restore library staff members cut to part-time status to full-time and resume the seven-days-a-week library schedule. She said the union is ready, willing and able to help build local public support to pass a local option levy for immediate relief, and engage in joint legislative advocacy efforts in Salem to help solve problems created by the state tax structure. She said the partnership offer was sharply rejected, with the city's attorney saying the city would be glad to have their help in raising revenue, but want to be able to use that revenue as they see fit, and the bargaining table is not the right place for that conversation. Ms. Byars asked council if this is the right place and if they were interested in partnering with them to raise revenue and restore services. If so, the union would be happy to partner with the city, but first they need a fair contract that gives wages and benefits in line with comparable Oregon cities, and good health coverage they can afford. She asked council to convince city management's bargaining team to make this investment in their employees. She referred to a table of local government retirement contribution comparators. A copy of this table and her full statement has been added to the packet for this meeting.

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Ann-Marie Anderson, 309 Main Street, Dayton, OR 97114, spoke about the SEIU contract negotiations. She spoke on behalf of library employees. She said the city and the library run very efficiently. Out of 29 SEIU library bargaining unit members, all were reduced to part-time hours in the last fiscal year. She listed some increased workload statistics but said staff is still able to provide great customer service. She brought in a bibliography demonstrating how libraries positively impact business and are a boon to the business community. She said librarian and library staff choose their jobs because they want to make a difference in people's lives. They enjoy public service and want to be helping people. She said what they don't want is to struggle financially. She asked for council's support. Letters from library staff and a copy of the bibliography have been added to the packet for this meeting.

Nancy Tracy, 7310 SW Pine Street, Tigard, OR (Metzger area), said she wanted to comment on Walmart. She said it is not too late to remedy something that may be a mistake. She said her issue with Walmart centers on their devil's bargain in China, where many goods are made for Walmart, making billions on the backs of cheap labor and regulation-free pollution of the atmosphere. She said China is leading the industrialization of SE Asia and India, building coal fired power plants with no pollution safeguards. She left for the record an April 1993 pamphlet from the Union of Concerned Scientists warning that we not let the planet be irretrievably mutilated. She said a conversation needs to be held regarding coal or we may lose this moment to secure a better future for our children and for the planet.

 Johnny Gish, 34910 S. Dickey Prairie Road, Molalla, OR, spoke about the partnership with the city that the SEIU union has proposed. He said he went to Salem and spoke with Tigard's state legislators, Representative Doherty and Senator Burdick. He said they both agreed that funding solutions need to be resolved by finding a more predictable source. He stated he was present to offer support for proposed solutions that were rejected in union negotiations and he did not understand why. He said the union is solution oriented. He said public works staff keep getting more added to their workload and are asked to do more with less. He said the Department of Environment Quality, Environmental Protection Agency and Clean Water Services hold the city's contracts and permits and have strict requirements. Without public works staff doing their jobs, the city cannot meet required numbers. He said that SEIU members are here to find funding solutions to this issue that is not going to go away.

 Karen Grissom, 11522 SW Royal Villa Drive, Tigard OR 97224, said she wanted to talk about the newest member to Tigard's business community – Walmart. She said Walmart is the world's largest employer and the third largest corporation. She said ALEC is a corporate front group since 1973 that writes legislation to pave the way for corporations in states. Walmart would not be where they are today without ALEC. She said the National Federation of Independent Businesses has a website listing legislators by state, showing who is voting against local, small businesses. She said, "We do not want it; we certainly don't need it in with local companies that do right by their employees." She said their group is not going to go away and will continue to educate about this issue. She suggested anyone not

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familiar with the Transpacific Partnership should look this up online to learn about secret trade deals. She said six members of the Walton family have a net worth of \$93 billion, the same as the lower 41 percent of the entire United States. She said it is a shame to bring Walmart to Tigard.

 Jennifer Vasicek, 11010 SW Eschman Way, Tigard OR 97223, spoke regarding Walmart. She commented on council's silence when asked for their stance regarding Walmart on the record, she summarized what she has gathered from these and other meetings. Council supports free enterprise and considers Walmart part of that system. Council is excited about the 300 jobs Walmart is bringing to this community. They are unwilling to put forth any of the regulations drafted by the city attorney and as suggested by their group. She asked if she was misrepresenting any of their views. She said their group has been dismissively told that if they don't like Walmart they can vote with their pocketbooks. She said they will be organizing a boycott campaign to affect Walmart's profit. What will be the effect? The city will be left with an empty 137,000 square foot box. Other cities have been forced to tear down these abandoned structures and there are over 400 in the United States. She said if and when that happens she will be here to remind the voters that this council had the opportunity to pass regulations that would have addressed this situation. She asked council to consider this point as they look at the regulations put forth by the city attorney.

 Christine Darnell, 1208 Marguerite Way, Newberg, OR, spoke regarding the SEIU negotiations. She said she and many other union workers share the story of being shuffled out while higher paid management has been shuffled in. She asked for council's help. She said she held a job at the city for ten years and did a very good job. The city needed money and cut her job as well as those of other union workers. Cutting that job did not serve the citizens so the job was renamed and paid over \$6,000 more than when she held it. She said she is fortunate to still be at the city but has paid a large price - a 32 hour schedule and \$19,000 less. She said she, and many other reduced schedule worker struggle. She said, "We have paid our price to help the city's budget. We can't afford to pay more. Senior staff knowledge and experience is one of the city's greatest assets." She asked how many thousands of dollars need to be spent on attorneys just to say no during negotiations. She asked council to guide management to do the right thing as union workers also deserve respect and care.

3. CONSENT AGENDA:

- A. Approve City Council Minutes for:
May 21, 2013
- B. Acceptance of the Quail Hollow Tract S Open Space Donation – Resolution No. 13-29

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RESOLUTION NO. 13-29 ACCEPTING A DONATION OF OPEN SPACE, KNOWN AS QUAIL HOLLOW-WEST TRACT S, FROM THE QUAIL HOLLOW WEST OWNERS ASSOCIATION AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL DOCUMENTS ASSOCIATED WITH THE DONATION

- C. Authorize the Mayor to execute an amendment to an intergovernmental Agreement with Metro Regarding the Management of the Fields and Brown properties
- D. Approve the Emergency Management Cooperative Agreement of Washington County – Resolution No. 13-30

RESOLUTION NO. 13-30 A RESOLUTION APPROVING THE EMERGENCY MANAGEMENT COOPERATIVE AGREEMENT OF WASHINGTON COUNTY

- E. Approve Appointments of Tigard Library Board Members and Alternates - Resolution No. 13-31

RESOLUTION NO. 13-31 A RESOLUTION APPOINTING SCOTT HANCOCK, KATIE HARRIS AND JAN THENELL AS LIBRARY BOARD MEMBERS FOR FOUR-YEAR TERMS EFFECTIVE JULY 1, 2013 THROUGH JUNE 30, 2017, AND APPOINTING NICCI WALKER AND LORENA STEWART AS LIBRARY BOARD ALTERNATES FOR A TWO-YEAR TERM EFFECTIVE JULY 1, 2013 THROUGH JUNE 30, 2015.

Council President Henderson moved for adoption of the consent agenda and Councilor Snider seconded the motion. All voted in favor

	Yes	No
Mayor Cook	✓	
Councilor Buehner		Absent
Council President Henderson	✓	
Councilor Snider	✓	
Councilor Woodard	✓	

4. RECEIVE UPDATE BY TUALATIN RIVERKEEPERS ON THE ENVIRONMENTAL EDUCATION PROGRAM AT DIRKSEN NATURE PARK



Coordinator Wegener introduced Tualatin Riverkeepers new Environmental Education Director, Isabel LaCourse. She noted that the summer camp program began Monday. A slide show presentation on the Nature Awareness & Service Learning program was given. The field trips have been moved to the Dirksen Nature Park. She noted that it is a beautiful

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location and is closer to the city, making it more convenient and less costly for school transportation budgets. Environmental Education Director LaCourse said the Riverkeepers served 350 students in four months.

Mr. Wegener noted that the City of Tigard has been a financial partner in this nature education effort since the establishment of Dirksen Nature Park. He also mentioned the support of Metro and Clean Water Services.

Mayor Cook asked if Beaverton School District students can be included in the program. Ms. LaCourse said it is accessible to any school within the watershed. She thanked the city and council for supporting this program.

Council President Henderson said his granddaughter attended for the last few years. A slide was shown of Council President Henderson's granddaughter in a kayak on the Tualatin River.

5. RECEIVE PROFESSIONAL ACHIEVEMENT IN PLANNING AWARD FOR URBAN FORESTRY CODE REVISIONS PROJECT

 Associate Planner Daniels reported that she was present to share the success of the Urban Forestry Code Revisions Project. She accepted the Professional Achievement in Planning award last month along with former City Arborist Todd Prager, at the Oregon chapter of the American Planning Association banquet. Former Assistant Community Development Director Susan Hartnett and current Assistant Community Development Director Tom McGuire nominated the project based on the innovative nature of the process and the results.

She said the Professional Achievement in Planning award recognizes individuals or organizations for a planning project of exceptional merit. The awards committee noted, "The City of Tigard's Urban Forestry Code Revisions Project demonstrates the city's commitment to preserving, enhancing and maintaining their urban forest. Further, the project offers noteworthy citizen engagement and urban forestry contributions and practices for other municipalities to consider when undertaking similar approaches." She said the success of this project is measured in relationships, and she recognized the Council and Planning Commission for their leadership in this project. She presented the award and gave council bookmarks made of plantable paper that has information about the project.

Mayor Cook said Ms. Daniels thanked the Planning Commission and City Council and acknowledged the two years staff spent on these code changes and manuals. He said staff did a great job.

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6. AMEND THE TIGARD MUNICIPAL CODE TO AUTHORIZE SOCIAL GAMING – PUBLIC HEARING

Mayor Cook said the purpose of this public hearing is for the City Council to consider allowing social gaming.

- a.  Mayor Cook opened the public hearing.
- b. Attorney Bennett read the public hearing procedures, noting that it was a legislative public hearing in which any person shall be given the opportunity to comment.
- c.  Senior Management Analyst Wyatt summarized the staff report and proposed amendments. He said over a year ago staff came to council in an effort to define social gaming and what the options were for Tigard. They studied what other cities are doing with social gaming. Based on council feedback staff drafted an ordinance and possible restrictions the city might consider. At the April 23, 2013, council meeting the desire was expressed for a less restrictive ordinance. He said the ordinance was refined to reflect council input. Staff feels that the ordinance council will be voting on tonight involved council input and is legally defensible based on the Attorney General's opinion on social gaming. He said the city has the enforcement capabilities to carry out the ordinance, if approved.

Mr. Wyatt said a main change in this ordinance is that floor area was defined to exclude kitchen and storage space. He noted that there was state legislation proposed to curb social gaming and limit it to non-profit entities but the bill died in committee. He said the Tigard Police Department's Commercial Crimes Unit visited all businesses that contacted the city with interest in social gaming to let them know of opportunities to give input. Anyone who expressed interest in this topic was notified when social gaming discussions would be held. This was publicized on the city's website and in social media outlets. He said if approved, the ordinance will be reviewed in six months to examine the status of implementation and enforcement.

-  Police Chief Orr said the changes made to the draft ordinance will make it easily enforced. He said he did not foresee problems with enforcing the ordinance and officers will spot-check establishments to ensure compliance.

Councilor Snider asked if there will be police officer training. Chief Orr said the Commercial Crimes Unit will be working with the establishments and the district officers will do some compliance checking.

-  Councilor Woodard asked about the process for determining allowable floor space. Chief Orr said there is a hypothetical line and when an establishment applies for a permit, they will indicate the area to be used for gaming. He said police will not be measuring floor space; it has to pass the common sense test.

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- d. Public Testimony – Mayor Cook asked if there was anyone interested in speaking for or against this ordinance. No one had signed up to speak.

City Manager Wine asked about feedback received from Commercial Crimes unit. Senior Management Analyst Wyatt said only one business expressed interest lately. He said the Commercial Crimes Unit completed an informal survey to gauge interest and there were three or four businesses that said they may be interested in social gaming.

- e.  Staff Recommendation – Senior Management Analyst Wyatt said the staff recommendation is for approval of the ordinance.
- f. Mayor Cook closed the public hearing.
- g. Council Discussion and Consideration: Councilor Woodard commented that if a non-profit can do this, why not a small business. He said this is a good idea that businesses can use to expand. He said the ordinance is not complicated and will not make the police department’s job difficult.

Councilor Snider moved for adoption of Ordinance No. 13-11. Councilor Woodard seconded the motion. Deputy City Recorder Krager read the number and title of the ordinance:

ORDINANCE NO. 13-11 – AN ORDINANCE AMENDING TIGARD MUNICIPAL CODE TO ADOPT SUBCHAPTER AUTHORIZING SOCIAL GAMING, SUBJECT TO SPECIFIED CONDITIONS

Mayor Cook asked if there was any discussion.

Council President Henderson said he opposed this mainly because he did not believe that gaming leads to anything Tigard really needs. He said he has been associated with mental health and addiction services providers in the past and while he understands the need for recreation and business needs, he said the science behind this does not support engaging in it and he will vote against it.

Mayor Cook asked Deputy Recorder Krager to conduct a roll call vote.

	Yes	No
Mayor Cook	✓	
Councilor Buehner		(Absent)
Council President Henderson		✓
Councilor Snider	✓	
Councilor Woodard	✓	

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Mayor Cook announced that Ordinance No. 13-11 is adopted by a majority vote of council present.

7. DISCUSSION ON DRAFT RECOMMENDATIONS TO SOUTHWEST CORRIDOR PLAN STEERING COMMITTEE

 Senior Transportation Planner Gray gave council an update of the SW Corridor Plan. She presented a slide show which has been added to the packet for this meeting. She discussed the timeline, noting that in October 2012, there were ten options for high capacity transit that the Steering Committee reduced to five. The Steering Committee will be asked in July to narrow it down further to determine the final destination and the scope for additional evaluation and analysis. An Environmental Impact Statement, which is a detailed engineering study, will follow that decision and will take three years to complete. She said there is a draft recommendation to be discussed tonight.

Draft recommendations for continued evaluation were summarized:

- A. Light Rail to Tigard and into Tualatin (Recommended option.)
- B. Bus Rapid Transit (BRT) to Tigard (Recommended but combine with Option C for efficiency)
- C. BRT to Tualatin
- D. BRT to Sherwood (Not recommended.)
- E. Hub & Spoke – (Costly and least efficient. The idea is to provide these connections with local service instead.)

For BRT there is a recommended right of way of 50 to 100 percent. To be eligible for federal transit money there is a requirement to have at least 50 percent dedicated right of way.

Senior Transportation Planner Gray said there are many roadway and transportation projects listed in the draft recommendation to make HCT work and achieve identified land use visions. These are all taken from each city's transportation system plan. She has received questions about what it means if a project is included. She said projects related to HCT will be carried forward for further evaluation. Roadway projects might receive greater priority in a competitive funding environment because being listed shows a higher level of evaluation or a corridor-wide need. In some cases a road project would be needed for an alignment if an HCT application is made. Some roadway projects are not alignment options but would provide circulatory benefits to support access to transit stations.

Senior Transportation Planner Gray referred to a section in the material given to council called Development Strategy. This is the policy discussion that Metro's Transit-Oriented Development (TOD) team held as they looked at each city's policies and what they can do to help accommodate or support the land use vision. The recommendation is for guidance only and the Steering Committee will not have authority to change policies. She said this will be informative for Tigard as it enters into the Triangle planning because zoning codes, restrictions and market conditions are

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examined. She said it is also possible to look at expanding how performance is evaluated on Highway 99W by discussing this while everyone (Oregon Transportation Commission, Metro, Portland, Tigard, and Tualatin) is at the table.

Key Dates:	June 26	Community Planning Forum, 6-8 pm at Tigard Public Library
	July 8	Steering Committee Meeting at Metro
	July 22	Steering Committee Meeting at Metro

Mayor Cook asked if there was any public testimony.

 Calista Fitzgerald, 7453 SW Gordana Court, Tigard, OR 97223. She identified herself as a Planning Commissioner and said she has attended most of the SW Corridor meetings. She takes a personal interest because she drives the corridor every day to downtown Portland. She said that as a citizen she knows it is important to see this project considered carefully and thoughtfully. She noted that all Planning Commissioners signed the agreement letter approving the draft. She attended the forums held in Portland at Multnomah Art Center and in Tualatin and it was interesting to hear the residents, participants and stakeholders at each location. Everyone is interested in this. She said Tigard is the lynchpin in this project and it will be a catalyst for development in the Triangle. She told council to move forward and continue studying both the light rail and rapid bus options. There is a lot more to be learned from this. The community needs to hear the options to know the benefits and pitfalls of both options. There has to be a sound decision made that they are comfortable with.

Elise Shearer, 9980 SW Johnson Street, Tigard, said she was present as the City Center Advisory Commission Chair and also as a citizen. She encouraged council to continue studying both options. She said her largest concern is future housing growth. River Terrace alone will add 2,300 households. And 4-6,000 more are projected for the South Cooper Mountain area. She said Metro's 2030 housing review shows we need to absorb 6,547 housing units which adds another 12-13,000 cars on the road. She said having a high capacity transit option available in Tigard will keep that traffic off Pacific Highway and give people more options. She attended a BRT discussion at Metro and found it interesting. She saw a graph showing costs for right-of-way build-out and BRT decreases in efficiency and light rail increases in efficiency. She said her personal preference is light rail. She said as CCAC Chair that the Commission's recommendation is to study both options and keep in mind the housing and traffic growth.

Councilor Snider asked Ms. Shearer if her personal preference for light rail is based on capacity alone. She responded that it would have a higher capacity but the perceived difference of investment and infrastructure among citizens and developers is higher. She said she knows it is more expensive initially to construct, but there will be development, businesses, and mixed-use housing along light rail. She said it has taken off in other areas and she believes it will happen in Tigard.

Council President Henderson said as liaison to the CCAC he appreciated their hard work and noted it was not easy to come to a conclusion given all the data they needed to review.

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 Councilor Woodard thanked Ms. Fitzgerald for representing the Planning Commission and Ms. Shearer for representing the CCAC. He said he supports the idea of looking at both ideas to see what makes sense and is affordable. He said we can't just keep expanding rights of way on highways and back roads. He mentioned a positive light rail experience in Portland and said he enjoyed using the underground train in Washington DC. He said while there were early complaints about WES not being used to capacity he believes it will be soon. He stated that we need to build for the future.

 Councilor Snider asked Senior Transportation Planner Gray and Mayor Cook if there is specific input needed from council. Mayor Cook responded that his early hope was that the ten options could be narrowed to one but after identifying five options, at this point there are two. He said he is comfortable with this because there is not a consensus yet among all partners at the table and more time is needed to research and weigh cost benefits. He hears a lot from the community on preferences for one or the other, and some like none of the options. He likes the fact that Senior Transportation Planner Gray has gone to the different boards and commissions and so we are hearing from them as well as from citizens. He asked council if they see a glaring omission or if there is a particular option he should represent.

Councilor Snider said from an economic standpoint he prefers the BRT mode but is convinced that both need to be studied. He is concerned about capacity given up if we go the BRT route. He said light rail needs to remain on the table and the direction to move forward makes sense. He expressed concern about the lack of connectivity extending to Sherwood but said their community has weighed in.

 Council President Henderson said his focus is to just get it to Tigard. He said there are a lot of decisions to be made once it reaches Tigard about alignment. He said he has ridden BRT in Eugene and is anxious to see it now that it has expanded with more routes. He said he likes light rail and uses it and WES as much as possible. He said he supports studying both options at this point.

Mayor Cook said there were no decisions to be made tonight. He wanted to make sure council was up to speed and if there was anything else he needed to know before the Steering Committee meeting.

Senior Transportation Planner Gray said a packet with a new draft recommendation from staff will be distributed to council on Monday, July 1. She thanked the council for their comments and direction.

8. DISCUSSION ON RIVER TERRACE COMMERCIAL COMPONENT

 Community Development Director Asher led the discussion on this item. He said he and Senior Planner Wyss asked council four weeks ago if there was interest in giving more consideration to the location of the River Terrace commercial area as planned in the West Bull Mountain Concept Plan. He said some members of the stakeholder group raised questions on the viability of a commercial area located there and it was also recognized that it has been a few years since the market study was

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done which set the assumptions. He said he had questions too because he was not around for that earlier plan. He said the land uses need to be decided soon as staff enters into the infrastructure master planning. At the time, Council indicated they had interest in getting a better understanding about current market conditions and how it would work to have a neighborhood center that is not on a major arterial.

Community Development Director Asher summarized the Leland Consulting Group report which is an update to the June 2008 findings. He said the Leland update focused on demographics, real estate and impacts from the South Cooper Mountain annexation. It also considered whether the 25,000 square feet recommended in 2008 is adequate.

He summarized that the neighborhood has not changed. Households are still larger than average and a little more affluent. What has changed is the use of real estate in the neighborhood. Murray Scholls has 200,000 square feet of commercial area. Murrayhill Marketplace is 150,000 square feet and Progress Ridge Town Square is 350,000 square feet. He said the development most similar to the proposed River Terrace commercial area is The Village on Scholls which is 30,000 square feet and includes a restaurant, nail salon, insurance agent and bicycle shop. He noted however, that there are vacancies throughout all of the above-mentioned commercial areas which show that we are not fully absorbed. So before anyone would develop any new commercial areas there would have to be a lower vacancy rate. He said another signal is that the commercial area in River Terrace will be unable to compete with these larger, more diverse shopping centers. Commercial development in River Terrace and South Cooper Mountain will trade on neighborhood convenience shopping.

Community Development Director Asher said the updated Leland report indicates that the addition of 4-6,000 South Cooper Mountain residents does not create additional demand for commercial in River Terrace. They will have their own neighborhood centers. Both will use what is already built on Scholls Ferry. The civic use component is important in making this work. Connectivity to a park system and public plaza is also helpful as is street connectivity. Whether it is built on Roy Rogers Road or a new street, drive-by traffic is important for a commercial use.

The Leland report still recommends 25,000 square feet (19,000 commercial with 6,000 professional office space) and some additional amount of civic space. Five acres is still sufficient.

Community Development Director Asher distributed a report from GBD Architects. They were asked to work with the assumption of building a 25,000 square foot retail plus civic area. The program is a straight takeoff from the Leland report but with parking added, they estimate an area of 68,000 square feet is required. The attempt is to make this multi-modal, but acknowledge that retail cannot exist by depending on walk-up traffic.

Site Sketch A is a concept plan drawn to scale with parking and circulation. He said the first finding is that commercial and parking can easily fit into that area. He noted that there isn't all that much commercial, especially when considering supporting a multi-use plaza. The program stays the same. However, the consultants indicate that although it fits here it will be hard to activate the civic space. The housing would have to be built first. He noted that GDB also conferred with commercial realty advisors and their input is included. There is a question about the street going east/west. In

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response to Councilor Woodard's comment, it has been drawn more pedestrian-friendly and connected. There is a question whether this street will attract too much drive-through traffic or cuts through the neighborhood. Suggestions were to zone this area to allow more commercial if there is future desire.

The brokers pointed out that the city may be missing a target audience by not having visibility from Roy Rogers Road. They said this will become a neighborhood center that has more professional services than food or flower shops, etc. Unless food service businesses are heavily subsidized, they will be difficult to attract. He summarized that this scheme can work, it fits, and would be neighborly, but commercial property development might take longer and it may not be as interesting and vibrant.

Site Sketch B slides the commercial area out to Roy Rogers but maintains the neighborhood character by not putting parking in front of the buildings. There is a public plaza and the civic building acts as an anchor. He said this would attract a coffee shop and a small restaurant more quickly which would help brand River Terrace and allow for a commercial effort to start sooner. Community Development Director Asher's opinion is that this is close to refinement. He asked if there was council interest in allowing Site Sketch B to be taken to the Stakeholder Working Group (SWG) and letting them know council has done this refining of the commercial concept. He said the alternative, which is not his recommendation, is to keep to the first scheme and be patient as it takes more time to develop.

 Mayor Cook said this fits a lot of the things that have been discussed. Scholls and Barrows have two major streets and are still not built out in retail. He said it would take years to develop the commercial area unless it is moved towards Roy Rogers Road. He said in the other aspect, there is a direct cut-through in the neighborhoods. He said council is making a recommendation to the SWG.

 Councilor Snider asked Attorney Bennett if ex parte contact needed to be disclosed. City Attorney Bennett said it did not because council is not making a land use decision.

 Councilor Snider that there were a lot of reasons why the commercial was where it was and the intent was keeping it off of major thoroughfares. He asked if the actual placement need to be re-thought or is it generally in the right place. Community Development Director Asher said his opinion is that it is generally in the right place and if it goes too far north or too far south, it will not be convenient and may infringe upon SCM. He said he is comfortable in its approximate location and did not know why the placement decision was made. He said it may have been more of a character and quality issue, that is - do not make it a strip mall. He said this can be still be achieved with Tigard's regulatory toolbox.

 Council President Henderson noted that the open space is larger. He said the topography is steeper than he expected and asked how that would work. He said the area needs to have somewhat of a "village appearance" and the civic center should be close to the open space.

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 Councilor Woodard said he had concerns that putting the commercial area too far north might lead to vacant commercial space. He said he is also concerned about drainage costs with the original location because of the slope. He said the more he considers the layout, the more prone he is to place the commercial area alongside the road.

 City Manager Wine asked Community Development Director Asher to clarify council and SWG roles. She said the SWG has the role of advising council so after they have discussed this, a recommendation will come back to council. She said drainage issues can be addressed through the Technical Advisory Committee (TAC) and master plan updates. Community Development Director Asher said if we are going to get through this in a nine-month period, the critically important issues cannot be piled up and given to council at the end. He said council has to adopt this plan into the Comprehensive Plan and they want neighborhoods in River Terrace to be as vibrant and successful as possible. He said that even though council makes the final decisions and the SWG is advisory, when these time-sensitive issues come up, upon which a lot of other assumptions will be built, it is important for the SWG be aware of the council's position.

Councilor Snider commended City Manager Wine and Community Development Director Asher for getting these materials together promptly and efficiently.

Mayor Cook inquired about the ability to add a second spot, perhaps on Scholls Ferry, which is less desirable for building a house. Community Development Director Asher replied that the market demand is for housing and it is important to hit the spot where there is just enough commercial, but not too much. He noted that the refinement is to the zoning map and decisions cannot be made about single lots.

 Councilor Woodard asked if staff knew where SCM is building the commercial area. Community Development Director Asher said Beaverton is contending with the same issues as Tigard with River Terrace. They have a plat of land near Scholls Ferry that might end up being the commercial area but it could also be housing.

Community Development Director Asher said he will summarize this discussion and make it part of the next SWG discussion, letting them know that the city council is interested in expanding and potentially moving the commercial area towards Roy Rogers and having a flexible mixed-use zone in place. He said the SWG may have a strong reaction to this and if they do, the conversation will continue. If not, this is how we will move forward.

Councilor Snider encouraged a robust dialog with the SWG on this topic. Community Development Director Asher suggested that Councilor Woodard, as council's representative can carry this forward.

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9. CONVENE LOCAL CONTRACT REVIEW BOARD: CONSIDER AWARD OF RIVER TERRACE COMMUNITY PLAN CONTRACT



Senior Management Analyst Barrett said this contract scope includes updates to the park system, water system, transportation system, sanitary sewer and storm water master plans as well as development of an infrastructure financing strategy, development of a public facilities plan and project communication and coordination.

A Qualifications-Based Solicitation (QBS) process was issued in late March which means the city cannot look at price. Criteria included firm or project team qualifications and experience, project approach to the master plan updates and project approach to the financing strategies. One proposal, from OTAK, was received. A selection team comprised of multi-departmental staff and an outside source reviewed OTAK's proposal and found it to be responsible and the firm well qualified to perform the work. Based on this determination the project staff and OTAK entered negotiations and the result is a negotiated price of \$465,000.

Councilor Snider commented that in the QBS process, staff's expert opinion is the only thing available to evaluate reasonableness of cost. He asked what staff thought it would cost for this contract.

Community Development Director Asher said the proposal was "in the neighborhood." He said staff took a hard look at the \$750,000 South Cooper Mountain (SCM) project as a comparable. He said rates and hours were considered, divided by task. He said Tigard staff has experience with master plans so City Engineer Stone and Senior Transportation Planner Gray examined the proposal to ensure the city was not being gouged. He said, "This is a market rate," noted that Tigard loaded more money into the financial planning segment of the contract. The financial consultant will be required to appear before council at least twice.

In response to a question from Councilor Snider, Senior Management Analyst Barrett said there is another QBS project coming up and council will be given the engineer's cost estimate up front so that when staff brings the contract to council for approval, they will at least where staff started in the negotiations.

Council President Henderson asked why, in this economy, only one proposal was received. Senior Management Analyst Barrett replied that staff was taken aback when only one proposal was received. Community Development Director Asher said one reason is that the SCM project is one step ahead of River Terrace and some of these specialties only have two local firms. He confirmed that some of the consultants were hired for the SCM consultant team. Council President Henderson said that answered his question, and while he was not "crazy about the QBS process" he realizes there is a timing issue. He said he was forced to agree to this because he did not want to slow down the project.

TIGARD CITY COUNCIL MINUTES – JUNE 25, 2013

Councilor Snider moved for approval of the contract award and Councilor Woodard seconded the motion. Motion passed by a unanimous vote of council present.

	Yes	No
Mayor Cook	✓	
Councilor Buehner		Absent
Council President Henderson	✓	
Councilor Snider	✓	
Councilor Woodard	✓	

10. COUNCIL LIAISON REPORTS

Councilor Snider reported on a Lake Oswego/Tigard Water Partnership meeting. He noted that some of the key timelines are at risk due to lack of approval and opinion from the National Marine Fisheries Service water permits. He said he is concerned about the timeline and short window to do this work. He said they continue to have bids coming in and Lake Oswego will hear protests from bidders who were disqualified as not meeting minimum qualifications. Mayor Cook said he and Lake Oswego Mayor Studebaker followed up with the Army Corps of Engineers to request their help.

11. NON AGENDA ITEMS  Mayor Cook said Washington County is proposing a vehicle registration fee of up to \$43 per vehicle annual registration fee to be used for road maintenance. He said the county does road maintenance with gas tax funds but they are not getting the money they need. There is also a rule that says counties can do this but they need to share with the cities on a 60/40 percent split. 'Tigard' share would be \$1 million and it would be up to council how to spend that money. There are no restrictions; we could build a new road if we wanted. He said to let him know of any concerns and he will pass them along to the Washington County Coordinating Committee.

Councilor Snider asked if this took a vote and Mayor Cook said the Commissioners could decide this. Councilor Snider noted that many vehicles drive on Washington County roads but are not registered here.

Councilor Woodard said it is not as expensive as it is in California but it is still bad news for multi-car owners. He questioned the 60/40 split. City Manager Wine said those numbers are in state statutes. Mayor Cook said there were exemptions for antique farm vehicles, government vehicles, travel trailers, campers, motorhomes, motorcycles and vehicles over 26,000 pounds.

Mayor Cook said he will give a United States Conference of Mayors report at a later date.

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12. EXECUTIVE SESSION - None held

13. ADJOURNMENT

At 9:52 pm Councilor Snider motioned for adjournment and Council President Henderson seconded the motion. Motion passed unanimously.

	Yes	No
Mayor Cook	✓	
Councilor Buehner		Absent
Council President Henderson	✓	
Councilor Snider	✓	
Councilor Woodard	✓	

Deputy Recorder Carol A. Krager

Attest:

Mayor John L. Cook

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City of Tigard
 Tigard City Council Meeting Minutes
 July 9, 2013

Mayor Cook called the meeting to order at 6:30 p.m.

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Mayor Cook	✓	
Council President Henderson	✓	
Councilor Buehner	✓	
Councilor Snider	✓	
Councilor Woodard	✓	

Staff present: Assistant City Manager Newton, Finance and Information Services Department Director LaFrance, Public Works Director Koellermeier, Utility Division Manager Goodrich, City Attorney Watts, City Recorder Wheatley

- **STUDY SESSION**

Council reviewed the following administrative items:

- Administrative Items
 - League of Oregon Cities Conference, September 26 – 28, 2013. City Council members were asked to advise Joanne Bengtson to schedule any field trips desired.
 - Council Goal Setting Dates: Council members were asked to check calendars for availability the day of September 5 or 12 (both dates are a Thursday).

- Council Calendar:

July

16*	Tuesday	Council Workshop Meeting – 6:30 p.m., Town Hall
23*	Tuesday	Council Business Meeting – 6:30 p.m., Town Hall

August

6	Tuesday	National Night Out (City Center Development Agency Meeting Cancelled)
13*	Tuesday	Council Business Meeting (Cancelled)
20*	Tuesday	Council Workshop Meeting—6:30 p.m., Town Hall
27*	Tuesday	Council Business Meeting—6:30 p.m., Town Hall

TIGARD CITY COUNCIL MEETING MINUTES – JULY 9, 2013

September

2	Monday	Labor Day Holiday– City Hall offices closed
3	Tuesday	City Center Development Agency —6:30 p.m., Town Hall
5	Thursday	Possible Goal-Setting Meeting (daytime meeting)
10*	Tuesday	Council Business Meeting—6:30 p.m., Town Hall
12	Thursday	Possible Goal-Setting Meeting (daytime meeting)
17*	Tuesday	Council Workshop Meeting – 6:30 p.m., Town Hall
24*	Tuesday	Council Business Meeting – 6:30 p.m., Town Hall
25	Wednesday	Chamber of Commerce Program, “Meet Your City Council,” (one of two possible dates) – 6-7 p.m., location to be determined.
30	Monday	Chamber of Commerce Program, “Meet Your City Council,” (one of two possible dates) – 6-7 p.m., location to be determined.

Regularly scheduled Council meetings are marked with an asterisk (*).

Mayor Cook announced the Executive Session.

- EXECUTIVE SESSION: The Tigard City Council went into Executive Session at 6:37 p.m. to discuss labor negotiations, and to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed under ORS 192.660(2) (d) and (h). 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.

1. BUSINESS MEETING – JULY 9, 2013

A.  Mayor Cook called the meeting to order at 7:35 pm.

B. City Recorder Wheatley called the roll:

Name	Present	Absent
Mayor Cook	✓	
Council President Henderson	✓	
Councilor Buehner	✓	
Councilor Snider	✓	
Councilor Woodard	✓	

C. Mayor Cook led those present in the Pledge of Allegiance.

D. Council Communications & Liaison Reports – See Agenda Item No. 5.

E. Call to Council and Staff for Non-Agenda Items – None.

TIGARD CITY COUNCIL MEETING MINUTES – JULY 9, 2013

2. CITIZEN COMMUNICATION



A. Follow-up to Previous Citizen Communication – None.



B. Tigard Area Chamber of Commerce: Chief Executive Officer Debi Mollahan gave an update on Chamber activities. A summary of her report is filed with the record copy of the packet materials for this meeting.



C. Citizen Communication – Sign Up Sheet

Debbie Mangold, 8275 SW Ross Street, Tigard, OR 97224, advised she has been working on getting a tree at this property designated as a Heritage Tree. She criticized the staff's administration of the tree ordinance and said, while some staff members do a good job, there are those on city staff who are not held accountable. She noted her contacts with City Manager Wine and Assistant City Manager Newton and expressed appreciation for their willingness to review her issues. She recounted her main areas of concern:

- A lack of response with activity taking place on the Schmidt property (her neighbors), which resulted in contamination in her home, the soil, air and drinking water. She said three of the family pets developed cancer and died. She noted her concern for her family's health.
- In 1990 and 1992, properties adjacent to her property were developed. This resulted in massive flooding on the property on a number of occasions over the next ten years.
- She referred to a potential buyer for her property. This potential buyer wanted to keep the historic home and tree and also build another home. After hours of meeting, she said staff decided the property was ineligible for a minor land partition.

George Binabese, 8116 SW Matthew Park Street, Tigard, Oregon, advised he and his family moved to Tigard from Hawaii. They chose their current home because of the country, quiet-type living. He opposes high-density development as it destroys livability. Mr. Binabese said he heard there are plans to build a three- to four-story building near him. If this happens, he would probably want to move.

Shelley Glanville, 8238 SW Matthew Park Street, Tigard, Oregon testified about a proposed assisted living facility at the corner of Ross and Hall Streets. This 150-bed facility with 91 parking spaces has her concerned about the value of the adjacent properties. She has worries about traffic impacts. When she purchased this property, she understood the road could go through; however, they were unaware that this type of facility was a possibility. She referred to the Mangold property which is behind her home and has met with the developer who plans to place homes on this property.

Karen Kane, 8203 SW Matthew Park Street, Tigard, Oregon, expressed similar concerns noted by Mr. Binabese and Ms. Glanville including increased traffic, parking, trash and a facility that will have employees 24/7. She referred to other access roads that might bring even more traffic into her neighborhood.

Karen Crichton, 3525 Upper Drive, Lake Oswego, Oregon noted she attend a CPO meeting the week before last and met with a Walmart representative. People attending have not had a response from this meeting. She requested that an independent third party monitor the wetlands area, especially during the construction of the store. She said she learned that Todd Prager is under contract with the city as an arborist. She said it would be acceptable to her group for Mr. Prager to monitor this project. Ms. Crichton said they would like to receive reports that the wildlife is being monitored and notification of periodic water and soil testing to maintain the wetlands.

Mayor Cook asked City Manager Wine about the city's current process for managing areas during construction. City Manager Wine said the type of monitoring performed is dependent on what is occurring on a specific development site. Assistant City Manager Newton advised that Clean Water Services is primarily responsible for overseeing the areas brought up by Ms. Crichton. The city also does some onsite inspections.

Robert Izatt, 3028 SW Carson Street, Portland, Oregon 97219, referred to citizens of Istanbul, Turkey rising up against their government a little over a month ago. These citizens were protesting the demolition of a park to make way for a shopping mall development. Mr. Izatt described promises by the politicians in Turkey and referred to the practice of "green washing" as the earth is exploited in an effort to make people think we are still acting in a "green" way. Mr. Izatt referred to the City of Tigard's website stating, "The City of Tigard has a proud history of commitment to preserving, enhancing and maintaining its urban forest. The city's trees provide an important backdrop for life in Tigard." Tigard has also been named a Tree City USA for 11 consecutive years; however, Mr. Izatt said he found articles about development projects taking place that have or will destroy many trees in Tigard. One such project is the Lake Oswego/Tigard Water Partnership water treatment plant and another is the Walmart store project.

He called for more respect for the trees in the City of Tigard rather than for the rush for profit and a misguided false image that this is progress. The Walmart project is dangerously close to wetlands where trees are, again, supposed to be protected. He asked if Tigard was "really a city of trees or a city of 'green washing.'"

Jennifer Vasicek, 11010 SW Eschman Way, Tigard, OR 97223 spoke about events and concerns surrounding the Walmart project. Ms. Vasicek noted appreciation for staff attendance at a recent CPO 4M meeting. A Walmart representative also attended this meeting. She expressed disappointment at the handling of the list of citizen concerns. Ms. Vasicek spoke from a written copy of her list of issues; a copy of this list is on file with the record copy of the meeting packet.

Karen Grissom, 11522 SW Royal Villa Drive, Tigard, Oregon 97224 referred to the Walmart representative who attended the CPO meeting. When the representative was questioned about some of the independent media reports, she dismissed the reports as being untrue. Ms. Grissom said that 70 percent of the media (including television studios) is owned by six corporations. Ms. Grissom cited Democracy Now (est. 1984) as an example of what she characterized as independent media that was open and fair. Democracy Now has hosted discussions about Walmart and always asks Walmart representatives to attend; Walmart always declines. She suggested people review the Democracy Now website.

 Gary Romans, 13166 SW Broadmoor Place, Tigard, OR 97223, current president and one of the founders of Mask and Mirror Community Theater thanked the City Council for the grant to this organization. They just completed their second full season in Tigard. The theater has completed all six productions this year “in the black” due to being fiscally conservative.

3. CONSENT AGENDA: Tigard City Council and Local Contract Review Board.

A. Receive and File:

1. Council Calendar
2. Council Tentative Agenda for Future Meeting Topics

B. Receive and File: CONSIDER APPROVAL OF REVISED NEIGHBORHOOD INVOLVEMENT COMMITTEE BYLAWS

C. APPROVE WORKERS' COMPENSATION INSURANCE FOR CITY VOLUNTEERS - Resolution

RESOLUTION NO. 13-32 – A RESOLUTION EXTENDING CITY OF TIGARD'S WORKERS' COMPENSATION COVERAGE TO VOLUNTEERS OF THE CITY.

D. LOCAL CONTRACT REVIEW BOARD - AWARD CONTRACT FOR JACK PARK IMPROVEMENTS - PHASE I



Motion by Council President Henderson, seconded by Councilor Snider, to approve the Consent Agenda.

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

Mayor Cook	Yes
Council President Henderson	Yes
Councilor Buehner	Yes
Councilor Snider	Yes
Councilor Woodard	Yes



4. REVIEW OPTIONS FOR POTENTIAL BALLOT MEASURE TO REVISE URBAN RENEWAL CHARTER LANGUAGE

- Finance and Information Services Department Director LaFrance presented the staff report. Community Development Director Asher was also present to urge support of the proposed language revision to assure the availability of options for funding public infrastructure.

The purpose of the measure will be to revise language in the City Charter/Urban Renewal Plan to clarify the use of tax increment financing for public/private partnerships. Council members and staff also referred to a July 9, 2013, memorandum from legal counsel Tim Ramis and Damien Hall regarding “Potential Charter Amendment to Fully Utilize URA Plan.” A copy of this memorandum is filed in the record copy of the July 9, 2013, council meeting packet.

Consensus of council was for staff to prepare proposed language for a Charter amendment and to return to the council for consideration of options for a ballot measure for the November 2013 election.

Note: Agenda Item Nos. 5 and 6 were conducted after the City Center Development Agency meeting items (Nos. 6 and 7).

5. COUNCIL LIAISON REPORTS

 Councilor Buehner reported on activities at the Metropolitan Policy Advisory Committee (MPAC). The June 12 meeting focused mostly on TriMet with a report and discussion of the issues relating to this agency’s financial problems along with the planning process almost completed relating to service. The southwest area is the next focus area. TriMet is interested in talking to west side residents because this area has been underserved. Councilor Buehner raised issues brought forward by Tigard officials several years ago regarding service improvements.

 Councilor Buehner said there was a presentation at MPAC on transit equity issues, which has to do with federal funding for various transportation projects for mass transit. Officials from other areas in the Metro region did not realize how limited the bus service is for the Tigard area.

 Councilor Buehner reported she had some information on the Climate Smart Community Project if anyone was interested in reviewing them.

 Councilor Buehner, Councilor Snider and Mayor Cook reported on the Water Oversight Committee meeting held on July 8. There were questions raised on the status of the permit from the National Marine Fisheries Service, which is still pending. There is hope that the permit will be issued by July 12, 2013. The treatment plant bidding process is done now that the Lake Oswego Council decided it would consider awarding the contract to the lowest responsive bidder on July 16, 2013. A new bid proposal was being considered because of some non-responsive bidding issues and questions about the second lowest bid. On balance, a delay of contract award would mean substantial additional expenses attributable to re-doing the call for bids for the treatment plant along with costs associated with loss of construction time.

 City Manager Wine reported on the status of the pipeline contract. The pre-qualification process is being reopened for all potential bidders.

6. NON AGENDA ITEMS: None.

 Note: Agenda Item Nos. 7 and 8 (City Center Development Agency meeting) were conducted before Agenda Item Nos. 5 and 6 at 8:32 p.m.

Chair Cook called the City Center Development Agency meeting to order.

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Chair Cook	✓	
Director Buehner	✓	
Director Henderson	✓	
Director Snider	✓	
Director Woodard	✓	

7. APPROVE CCDA MINUTES FOR:

- June 4, 2013

Motion by Director Buehner, seconded by Director Woodard, to approve the June 4, 2013, CCDA minutes.

The motion was approved by a unanimous vote of board members present.

Chair Cook	Yes
Director Buehner	Yes
Director Henderson	Yes
Director Snider	Yes
Director Woodard	Yes

 8. ROUNDTABLE DISCUSSION WITH TIGARD DOWNTOWN ALLIANCE (TDA)

TDA Members present: Steve DeAngelo, Mike Stephenson, Tom Murphy, Elise Shearer, Debi Mollahan

 Redevelopment Project Manager Farrelly introduced this agenda item. He advised membership of the TDA consists of property/business owners, Chamber representatives and other downtown stakeholders. The Alliance began meeting in January 2013. Items to keep in mind during the discussion included:

- Supporting the formation of a downtown organization was identified as a priority in the 2007 Leland Report and in Michelle Reeves' report in 2011.
- The City Center Development Agency last considered this issue in October 2011 upon the City Center Advisory Commission recommendation to provide support for a downtown organization.
- In 2011, there was no group formed so the City Center Development Agency decided to support downtown businesses by providing funding assistance for events and marketing. The Chamber of Commerce is now leading in this role.

Mr. Farrelly introduced Steve DeAngelo, who is a downtown property owner and one of the primary movers to assemble the TDA.

Mr. DeAngelo said the representatives of the newly emerging TDA come before the City Center Development Agency tonight hoping to bring assistance to the city in moving forward as recommended by the Leland Report and by Michelle Reeves. Supplemental packet materials reviewed during this agenda item included:

- An outline of the presentation of the Tigard Downtown Alliance to CCDA (Delineating the scope/objectives, history, structure, tools and financial needs/support request of the TDA).
- A bubble chart showing intersections of activities and contributions among the City of Tigard, the Tigard Downtown Alliance and the Tigard Area Chamber of Commerce.
- A brochure for the Tigard Downtown Alliance. (draft)

Additional discussion points:

- The draft mission statement of TDA: "Represent the downtown leaders (property and business owners) to guide the changes needed for a vibrant and thriving downtown for the benefit of the entire community."
- The term "alliance" was used (rather than "association") to emphasize the partnership of the Alliance, the City and the Chamber.
- A low initial dues structure is proposed.
- Financial support requested from the CCDA to cover legal fees, accountant fees, insurance, state filing fees, printing and mailing costs, advertising, operating capital and miscellaneous. The city business license fee can be waived. TDA would continue to use the Chamber of Commerce as a fiscal agent to assist with check writing and accounting for downtown events. The initial amount requested from the CCDA is \$8,500 (either a grant or "gifted.")
- It is anticipated the TDA could have a membership of about 60-100 property and business owners.
- The TDA would present a proposed budget to the CCDA for the 2014 business cycle.
- Funding in the future would include membership dues and explore potential revenue sources.
- The TDA formation group has looked at formation of a non-profit business interest group, which is a 501(c)(6) status. Such status would allow opportunities to apply for federal funding.

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Council and Alliance representatives' comments followed:

- Councilor Woodard noted his support of the initial TDA proposal as a good “first step.” Mr. DeAngelo responded to a question from Councilor Woodard and advised the TDA would eventually need a part-time staff person to “drive it and continue to drive it.” Depending wholly on volunteerism will likely burn out key individuals and lead to failure to thrive as an alliance. Councilor Woodard agreed a part-time, paid staff person would also add some expertise/skill sets. He acknowledged the great efforts made so far by the TDA formation group.
- To add to the comments regarding the paid part-time staff person, Mr. DeAngelo noted the need to help market vacant properties and bring in new business using existing tools, such as the website.
- Councilor Buehner suggested consideration be given to including businesses located just outside the downtown boundaries. Mr. DeAngelo commented on interactions with several of these businesses and including them in the TDA has not been ruled out.
- Council President Henderson recalled there has been some funding set aside (\$60,000) in the recent past for a downtown manager but no progress was made. In his research for a downtown organization, he said it appears that there is a need for a half-time (or more) staff person who is devoted to the efforts of the Alliance. He proposed the \$60,000 might be a good figure to begin with as a targeted budget. In response to Council President Henderson’s question about whether the Alliance believed it could eventually fund itself through its membership, Mr. DeAngelo was cautious, saying it might be possible in the “long-term future.” Timeframes for the Alliance achieving financial independence were discussed. City Center Advisory Commission Chair Elise Shearer was present and she recalled the discussions were for a start-up formation time period of three to five years. This would be the amount of time it would take to assemble a membership of between 60-100.
- Chamber CEO Debi Mollahan commented that the Chamber’s support for marketing and administering downtown events would eventually transition to the Alliance organization as it gains momentum through its successes and membership growth.
- Councilor Woodard commented on the benefits of formation of the Alliance and creating a forum to simplify the structure to support activities and provide momentum for downtown economic development.
- Mayor Cook thanked the Alliance representatives for attending tonight. He appreciated that the three organizations appear to be coming together: the City, Chamber and the Alliance. Their efforts have created momentum and identified a direction to move forward.
- City Manager Wine said now that the city has heard from the Alliance organizers regarding its request for support, staff will look at the proposal and return to the City Center Development Agency to report what is possible for the city to do to help seed/support these efforts. Redevelopment Project Manager Farrelly added that the City Center Advisory Commission will be discussing this topic at its meeting tomorrow night. Mike Stephenson commented that to get started right away, there will be expenses. The start-up group has expended quite a bit of effort, but there is not much more they can do until they know what financial resources they can count on. Immediate expenses include start-up fees and support to solicit membership.
- Councilor Snider asked when staff reviews possible city support options that in-kind services also be explored.

- Councilor Buehner offered to assist as an advisor to set up the 501(c)(6) foundation for the Alliance.
- Mayor Cook concluded the discussion saying that he has heard consensus among the council members for support of the TDA and the task before the city now is to determine how to facilitate the requests made tonight.

 9:05 City Center Development Agency meeting recessed to consider Agenda Item Nos. 5 and 6 on the Tigard City Council agenda.

 Chair Cook to read Executive Session citation for the City Center Development Agency:

9. EXECUTIVE SESSION: The Tigard City Center Development Agency went into Executive Session at 9:16 p.m. to discuss real property negotiations under ORS 192.660(2) (e). 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.

10. ADJOURNMENT – 9:40 p.m.

Motion by Councilor Snider, seconded by Councilor Buehner, to adjourn the meeting.

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

Mayor Cook	Yes
Council President Henderson	Yes
Councilor Buehner	Yes
Councilor Snider	Yes
Councilor Woodard	Yes

Catherine Wheatley, City Recorder

Attest:

Mayor, City of Tigard

Date: _____

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City of Tigard
 Tigard City Council Workshop Meeting Minutes
 July 16, 2013



1. WORKSHOP MEETING

A. At 6:31 pm Council President Henderson called the meeting of the Tigard City Council to order.

B. Deputy City Recorder Krager called the roll:

	Present	Absent
Councilor Snider	✓	
Councilor Woodard	✓	
Mayor Cook		✓
Councilor Buehner	✓	
Council President Henderson	✓	

C. Council President Henderson invited everyone to join him in the pledge of allegiance.

D. Council Communications & Liaison Reports - Councilor Buehner said she would give a report at the end of the meeting.

E. Call to Council and Staff for Non-Agenda Items – There were none.

2. BRIEFING ON THE CITY’S DRAFT CONTINUITY OF GOVERNMENT (COG) PLAN

Public Works Director Koellermeier introduced this item and commented on the tireless job Emergency Management Coordinator Lueck does behind the scenes to put together a good plan for the City of Tigard.

Emergency Management Coordinator Lueck presented background information on the development of the Continuity of Government (COG) plan, specifics of the plan and next steps. He said this work for the City of Tigard began in 2006, with the Financial Analyst and Risk Manager identifying priorities and cost impacts. Competing priorities and prohibitive costs caused the project to be tabled. In 2007 there was a federal mandate for state, county and local jurisdictions to have a COG plan in place or at least started, for federal grant eligibility. Beginning the process also opened the doors for federal funding to assist in plan development.

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Exercises were completed that helped identify gaps. Based on that research, staff leveraged two federal grants for \$45,000. The grants helped the city halfway through development and this plan is the product.

City Manager Wine and executive staff selected key staff within each department to become subject matter experts. A number of status checks and a table-top exercise were done and the plan was fine-tuned each time. After the May emergency management exercise the city completed the final adjustments.

Emergency Management Coordinator Lueck said the key purpose of the COG plan is to reduce disaster consequences to an acceptable level and provide critical services in the case of impacts to staff or facilities. Disasters include fires, severe storms, power interruptions, acts of terrorism, natural or technological hazards and pandemics.

Emergency Management Coordinator Lueck said the COG plan is a reference point to the overarching plan for the city. He said each department has a detailed individual Continuity of Operations Plan (COOP) that addresses resources. The COG will help the city organize, prioritize and coordinate those key resources. He said the plan establishes policies and guidance and ensures execution of essential functions.

 Emergency Management Coordinator Lueck said the COG Plan is designed to:

- Ensure the city is prepared to plan for, respond to, and recover from emergencies and their impacts.
- Ensure the city is prepared to provide critical services in an environment that is threatened, diminished or incapacitated.
- Provide timely direction, control and coordination to city management leadership and other critical customers before, during and after the event or upon notification of a credible threat.
- Establish and enact time-phased implementation procedures to activate various plan components.
- Facilitate the return to normal operating conditions as soon as practical.

 He said the COG is a viable, useful plan that meets federal and state guidelines. The city recognizes and acknowledges that protecting assets and business resources is a major responsibility of staff and therefore recommends it be a priority for the city to have a viable COG plan in each department. City of Tigard staff will protect life, information and property - in that order. There are draft plans for each of the nine city departments that address critical functions and delegation of authority. Vital records and software were identified. Drive-away kits will be assembled that include items needed to continue operations in the event staff needs to leave city facilities. Upon plan approval staff will begin assembling this cache.

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Emergency Management Coordinator Lueck said the draft COG Plan in council's meeting packet was reviewed and approved by the City Manager and endorsed by executive staff. Staff is asking council for the authority to update and make periodic housekeeping amendments as annexes are tested each month. Annexes will also be randomly tested during annual emergency management exercises. Plan holders will be asked to provide to the executive team updates that might result in improvements.

Next Steps:

- Council will be asked to give the mayor authority to execute the COG through an item on the consent agenda scheduled for July 23, 2013.
- Staff will bring the plan to council every five years to recertify.
- Emergency Management Coordinator Lueck will coordinate with each department's continuity leads so information gets to every staff person. This may take as long as six months.

Councilor Snider asked if there was an annual after-action review for each department. Emergency Management Coordinator Lueck said that is what is planned and during the tabletop exercise an after-action review was conducted which is available for council review. Councilor Snider asked who will do the after-action department reviews. Emergency Management Coordinator Lueck said he will be part of the exercise process and will facilitate in the review.

Councilor Snider said his experience is that the review is the most valuable part of preparation. He added, "I think the most likely scenario is something like a water leak. We had a 200,000-square foot facility damaged by a water leak. This is not exciting, but realistic." He referred to water damage that occurred in the police department and the time it took to rectify. He said he hopes some of the more mundane possibilities are considered along with the more extreme disasters.  Emergency Management Coordinator Lueck responded that staff has mixed up the exercise disasters (earthquake, flooding, terrorists) to provide opportunities to test different scenarios.

 Councilor Buehner referred to the recent Boston Marathon bombing and said while it was not a city event, it was perceived as such. She said in Tigard there is the Fourth of July and Balloon Festival. She asked if there were provisions in the plan for handling panicked crowds at Tigard events. Emergency Management Coordinator Lueck responded that fortunately, there is time to brainstorm for planned events. He said staff works with TVF&R for several months planning for the Balloon Festival. Operations are established near the event and emergency responders are well staffed.

 Council President Henderson commented that the protection of city documents was interesting to him and he didn't realize there were no many documents. He said, "We need a cloud."

Councilor Snider observed that it is advisable to protect electronic data through redundant operations and servers, etc. He expressed concerns about locating these resources in one area.

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Emergency Management Coordinator Lueck said there is backup redundancy, but it may take up to three days to gather some of it.

Councilor Woodard asked about surplus food supplies. He asked if federal dollars were used to create a supply. Emergency Management Coordinator Lueck responded that the city has some overnight supplies but not what is needed for staff for a few days. Councilor Woodard commented on the succession plan and said this is as good an emergency plan as he has ever seen.

 Councilor Woodard reflected on the multiple software systems used by the city. He asked if 72 hours is a reasonable timeframe to access it. Emergency Management Coordinator Lueck said he is working with the city's IT Department to develop a faster process. One department is currently involved in a trial process using cloud technology.

Council President Henderson asked about the evacuation process for city operations. Emergency Management Coordinator Lueck replied that each department plan has more detailed protocols for evacuation thresholds based on whether their facility is inhabitable and functional. He is working with Parks and Facilities Manager Martin and GIS Technician Izatt to identify a potential facility inventory which will be updated on a quarterly basis.

In response to a question from Councilor Woodard regarding specific resource contracts, Emergency Management Coordinator Lueck said that information is contained in the emergency operations plan and is not referred to in the COG. City Manager Wine said that underneath the COG plan there are department plans that require that level of detail. Emergency Management Coordinator Lueck said he is available to any council member who would like to discuss the detailed department plans.

Public Works Director Koellermeier said council consideration of this plan will be placed on a future consent agenda and to let him know if there are any requested changes. Councilor Snider asked if Mayor Cook has reviewed this. City Manager Wine said the information was available in the meeting packet and she will follow up with him.

3. DISCUSSION ON THE POTENTIAL DEVELOPMENT OF A WILLAMETTE RIVER WATER SUPPLY

Public Works Director Koellermeier introduced this item. He made a Clackamas River water announcement that a draft permit was transmitted and the Lake Oswego-Tigard Water Partnership is finally entering into the permitting process for Clackamas River water. He said council would receive a formal briefing in a few days.

Public Works Director Koellermeier said while he has been very involved in the Clackamas River water partnership, Utility Manager Goodrich has been filling the role of Tigard's staff member on the Willamette River Water Consortium (WRWC). Councilor President Henderson is the council liaison. He said staff discussed Clackamas River issues at a recent council

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executive session and tonight Utility Manager Goodrich would update council on activity regarding Willamette River water.

 Utility Manager Goodrich gave a slide show on potential development of the Willamette River supply, a copy of which is in the packet for this meeting. Tigard has been a member of the WRWC since 1997. The WRWC has water rights on the Willamette for 130 million gallons per day (mgd) for the four entities. Tigard owns about 25 mgd.

Mr. Goodrich gave some historical background. Tigard planned to use the Willamette River as the primary supply in 1998. However in 1999 the City Charter was changed to require voter approval for the use of Willamette River water. Tigard had to seek other options and in 2008, Lake Oswego and Tigard formed a water partnership that is in progress today.

He said as community leaders, Tigard's city council has provided good water system planning for Tigard and the Tigard water service area. He said the aquifer recovery storage (ARS) well system holds nearly a 6 mgd supply, almost equal to what is purchased from Portland. The agreement with Lake Oswego will give Tigard 14 mgd and the city is the process of increasing that by 4 mgd, giving Tigard 24 mgd which will meet water demands until 2030. In response to a question from Councilor Snider, Utility Manager Goodrich said that amount is based on the Water Master Plan prepared in 2010. He said the master plan ends in 2030 and shows projected population is 78,000 with a 20 mgd water demand. He said the estimate for the years between 2030 and 2040 is based on a forecast of two percent estimated annual population growth to 94,000 with a water demand of about 21.6 mgd, which still leaves ten-percent additional capacity from the ASR program.

Opportunity #1 – City of Sherwood

Utility Manager Goodrich said City of Sherwood officials and Public Works Director Koellermeier met with council in 2010 to discuss the availability of transmission pipe capacity related to the Willamette River treatment plant. Opportunity #1, as identified in the agenda item summary, benefits Tigard in that the timing and capacity of improvements could be controlled. The city could bring on a supply as needed and would not have to purchase everything at once. It may be the least costly alternative. Other considerations are that minor improvements could be done at the 5 or 10 mgd capacity. Major improvements could be done at the 25 mgd capacity. The project cannot be designed as one project and would have to be done in components, which means that the life-cycle of assets would differ.

Utility Manager Goodrich said the cost of Opportunity #1 would be \$5-9 million to purchase capacity and the city would be able to construct future improvements for \$20-60 million. For a full 25 mgd the cost could be as much as \$170 million. These estimates are based on 2030 dollars and are indexed for inflation.

Opportunity #2 – Tualatin Valley Water District

 Utility Manager Goodrich said the Tualatin Valley Water District (TVWD) recently proposed a project to the WRWC for a regional water supply. He said a copy of a memo and proposal were sent to council in May. A response is required from the WRWC members by

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August 15. Two designs were identified. One designs the 124th Avenue transmission pipeline. They have a deadline of January 2014 to design this pipeline but need to know how large to make it. In order to do that, they need to know which regional partners want to be involved. They have begun discussions with City of Hillsboro, which is not a WRWC member. The second aspect is a total supply system preliminary design of the treatment plant all the way to Hillsboro.

Benefits include partnering with TVWD and Hillsboro. It would also be one project with design and construction completed together for a project being built to today's standards. Because everything would be built at the same time, the asset life cycle would be the same. Another benefit is that an emergency supply would be available by 2026.

Utility Manager Goodrich said the construction of the transmission pipeline is immediate and funding is required. Unlike Opportunity #1 (Sherwood), the city would not have a chance to buy a portion of the pipeline now and upgrade at a later time. Capacity for 2040 and beyond must be determined now and there would be no control of the project timing.

Utility Manager Goodrich said the TVWD did not provide cost estimates in its design notifications. TVWD and Hillsboro anticipate that this project could range from \$870 million to \$1 billion. A conceptual cost estimate for 5 mgd is \$50-60 million. A more accurate estimate can be made once the preliminary design is completed.

Councilor Woodard asked if the Sherwood model numbers were also conceptual. Utility Manager Goodrich said he is reviewing an analysis now and will respond to council when he completes the review. Councilor Woodard asked if the Sherwood model makes use of the Wilsonville treatment plant and whether this explains why their numbers are lower. Utility Manager Goodrich said the difference may be that a portion of the Sherwood system is already built, including the 24-inch Washington County supply line portion which was built when construction costs were lower. He said to supply the projected water mgd, the Wilsonville plant will need to expand.

 Councilor Buehner said it was her understanding that Sherwood's treatment plant has reached maximum capacity. She asked if plant expansion costs need to be added. Utility Manager Goodrich said treatment plant expansion costs are embedded in the analysis.

Utility Manager Goodrich presented staff recommendations:

- Opportunity #1 – City of Sherwood: 
 - Pursue the purchase of pipeline capacity
 - Structure incremental costs over time (due to current water partnership commitments requiring funding until 2016)
 - Develop water supply planning strategy for the Willamette River source

- Opportunity #2 – Tualatin Valley Water District 
 - Participate in the 124th Avenue transmission pipeline design and preliminary supply system design.

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- Limit capacity to 5 mgd and limit financial investment to \$50,000
- Tualatin has provided a letter to TVWD indicating that they wish to participate for a not-to-exceed amount \$100,000. He recommends that Tigard mimic Tualatin and offer a not-to-exceed amount of \$100,000.

In response to a question from Councilor Woodard, Public Works Director Koellermeier said the question for council is which route should be taken if the city goes to the Willamette River for water. There are two potential pipeline opportunities. One is to partner with Sherwood where investments have already been made and they have offered to sell us capacity. The other opportunity is to partner with TVWD/Hillsboro. The dilemma with the latter is that the timing is not good for Tigard due to investment loading into the Lake Oswego/City of Tigard water partnership. Answers to the treatment plant question will come out of the study that staff is recommending the city participate in. The rate of plant expansion will depend on the various partners' needs. He said the city has an opportunity to stay in the project, learn a little bit more about it and help design its future with WRWC or confirm that the direction we want to go is with Sherwood.

Councilor Snider asked for clarification that information may be obtained from the Opportunity #2 study that would inform a decision about Opportunity #1 and Public Works Director Koellermeier confirmed this. He said staff recommendation is to participate in the study, which will provide a roadmap for all future Willamette River water users; that is who should be partners on certain projects and hydraulic decisions.

Councilor Snider asked if a decision must be made now if Tigard wants to invest in the 124th Avenue pipeline. Public Works Director Koellermeier said the 5 mgd that staff is recommending an investment in now is in the master study. He said investing in the 124th Avenue pipeline is a commitment to Opportunity #2. He said TVWD is asking if we want to be included in two distinct projects – the pipeline and the study. Councilor Snider asked for a recommendation and Public Works Director Koellermeier said staff recommends investing in the study, but not the pipeline.

Council President Henderson said the WRWC is in a transition period and as Hillsboro comes on line they are asking who else wants to be in a partnership with them and who is out. He said this is a critical point for a decision from Tigard. He said the Hillsboro project has a larger pipe and one pump to push water from Wilsonville to Hillsboro. This is more energy efficient. Getting water from Sherwood to Tigard requires laying pipe and Tigard would bear that cost. He said the estimate of \$250 million seems high for just a little more water. He said there were many “ifs” and the city should invest in the study.

Councilor Woodard said he agreed with getting more information but wants an opportunity to consider it before committing to either option. He said the public needs to be engaged at that point.

Councilor Snider said this is confusing and other than saying we do not wish to be involved in the 124th Avenue pipeline, the rest seems to be the same concept. Public Works Director Koellermeier agreed and said if council follows staff recommendations tonight, it will have

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postponed making the decision on when an investment is made at the treatment stage until the study is over, and will have aligned with Sherwood. Councilor Snider asked what happens if the city decides after the supply analysis that it wants 10 or 15 mgd. Public Works Director Koellermeier said it is easier to adjust at the treatment plant end of things instead of trying to push that water through a pipe we have not invested in. He said the real driver is that TVWD and Hillsboro need to size this pipe. If Tigard is going to have water go through it, the pipe needs to be built large enough and we need to pay for it before 2026. Councilor Snider asked if he was saying it is easier to scale the water treatment plant up and down and Public Works Director Koellermeier said it was.

Councilor Buehner asked if other entities would be looking at investing in the expansion of the treatment plant or if Tigard be on their own. Utility Manager Goodrich replied that Tigard, Tualatin, Wilsonville and possibly Sherwood may be involved. There were two other partners in the WRWC but he did not know if there will be a future opportunity for them to come back in. He said the big players in the regional water supply are TWVD and Hillsboro. Councilor Buehner confirmed that the Sherwood pipe has 5 mgd capacity that Tigard can buy. Utility Manager Goodrich said that 5 mgd provides 21,000 people with 230 gallons of water per day. He said he asked the consultants how much time a future council might require to take advantage of this opportunity if this route is chosen by the current council. Based on their analysis it would take about eight years for on a full design and work with citizens on a charter vote.

Councilor Snider asked how it was possible for the \$20-50 million, 10 mgd minor improvements to happen if the pipe is not large enough. Public Works Director Koellermeier clarified this by saying, "We are potentially looking at buying 20 mgd of capacity from Sherwood but behind that section of pipe's capacity is potentially 5 mgd. of treatment capacity filling it."

He mentioned that members of TVWD and Hillsboro were present at the meeting and could answer questions.

Council President Henderson mentioned the city charter requirement for a vote prior to using Willamette River water and said he was uncomfortable moving forward. Utility Manager Goodrich said the engineering consultant recommended a two-year timeline to work with citizens and put this on the ballot. Public Works Director Koellermeier said staff asked the city attorney for clarification and he has a memo spelling out that future investments in that system are not a problem with the charter amendment; it was written about using Willamette River water inside the Tigard city limits. He reminded council that there are pipes running through Tigard that serve other areas that do not have such restrictions.

Councilor Snider asked what the rationale was for the Willamette River vote. Councilor Buehner said there was a group with an initiative petition that postulated that fertilizer could not be removed from the water and this was tied to deformed fish found near the Newberg paper plant. A study was done in the interim that proved the fish deformities had nothing to do with exposure to the river. She said most of the issues raised have been resolved.

In response to a question from Council President Henderson, City Manager Wine said if council gives guidance to staff tonight it will be given to TVWD by their August 15 deadline. A

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resolution is not necessary. Council President Henderson said he would like Mayor Cook to weigh in on this. She discussed the format of the response to TVWD. Councilor Snider confirmed that council's response is no on the 124th Avenue pipeline, yes on Sherwood and yes on participating in the TVWD study. City Manager Wine said that staff will ensure that when the MSA study is available and reviewed, council will receive a copy. Public Works Director Koellermeier said staff recommends setting an upper limit on the study of \$100,000. Council President Henderson noted that the PowerPoint listed \$50,000 for the study but now staff is suggesting \$100,000. Utility Manager Goodrich said he produced the PowerPoint presentation before he heard what Tualatin's level of investment was. He said their council started with a limit of \$50,000 for 5 mgd also, but after discussing the study with TVWD, Tualatin concluded that \$100,000 was more appropriate.

Hillsboro Water Director Kevin Hanway added that the final scope is unknown but their internal estimates are between \$1-2 million for a preliminary design study. The \$50,000 to \$100,000 range was based on this total.

Council President Henderson stated that the alignment of 124th Avenue pipe runs right through River Terrace and is located near Tigard's storage facility so would be convenient.

Councilor Woodard said he was not opposed to looking at conceptualization and said we are not committing to a financial obligation; we are trying to get more information.

Councilor Snider asked if the ASR wells can be loaded to help the city in peak demand times. Public Works Director Koellermeier said the city's planning horizon is essentially a 100-day period each year and it is all designed to be used in this peak time.

A discussion was held on the history of Tigard's search for a water source.

City Manager Wine said staff has the direction they need to respond to TVWD. Utility Manager Goodrich said he will forward the consultant's report to council.

4. NON AGENDA ITEMS – None.

5. COUNCIL LIAISON REPORTS  Councilor Buehner reported on the Intergovernmental Water Board and said most of the discussion had to do with the Willamette River water or the Lake Oswego/Tigard water partnership. She noted that the City of Portland contract it provides we can buy interruptible water in the summer for a certain amount, based on the contract. Each March, Utility Manager Goodrich submits a request for summer water, per the contract in the past, but his request was denied. The Portland Water Bureau is interpreting the agreement differently than they had in the past and this would change the price significantly. Tigard, Tualatin and TVWD are working to get the water for the price set in the contract. She said this is unexpected and the IWB is working to resolve this dispute. Tigard had asked to buy one-half mgd per day.

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Council President Henderson asked about Tigard being penalized by the Portland Water Bureau. Councilor Buehner said Tigard was penalized by the prior contract when it went over the usage limit one day. It cost the city \$1 million the next year. Council President Henderson asked about cost increases due to requirements to cover reservoirs and Councilor Buehner said those costs do affect our existing contract.

6. EXECUTIVE SESSION – None held.

7. ADJOURNMENT

Councilor Buehner announced that the August 6 CCDA and August 13 council meetings are cancelled. The next council meeting is on August 20, 2013.

At 8:07 pm Councilor Snider moved for adjournment. Councilor Woodard seconded the motion and the motion passed.

	Yes	No
Councilor Snider	✓	
Councilor Woodard	✓	
Mayor Cook		(absent)
Councilor Buehner	✓	
Council President Henderson	✓	

Carol A. Krager, Deputy City Recorder

Attest:

John L. Cook, Mayor

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City of Tigard
Tigard City Council Meeting Minutes
July 23, 2013

Mayor Cook called the meeting to order at 6:30 p.m.

City Council present:

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Mayor Cook	✓	
Council President Henderson	✓	
Councilor Buehner	✓	
Councilor Snider	✓	
Councilor Woodard	✓	

Staff present: City Manager Wine, Assistant City Manager Newton, Public Works Director Koellermeier, Finance and Information Services Director LaFrance, City Attorney Ramis, City Recorder Wheatley.

Mayor Cook read the Executive Session citation:

EXECUTIVE SESSION: The Tigard City Council will go into Executive Session to discuss labor negotiations and for consultation with legal counsel about current/pending litigation under ORS 192.660(2)(d) and (h). 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.

Executive session concluded at 7:28 p.m.

- **STUDY SESSION**

- **Administrative Items:**

- Note: Consent Agenda Item 3.A. requests City Council authorize the Mayor to execute the City's Continuity of Government Plan and authorize certain staff to update the plan. Mayor Cook advised he has reviewed this plan and viewed the video of that the discussion had last week. He said he discussed the Plan proposed with

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City Manager Wine, noting he felt the mayor should be involved in a liaison role with the executive team. After brief discussion, council members agreed to this addition to the Plan.

Council and City Manager Wine reviewed the calendar:

o Council Calendar:

August

6	Tuesday	National Night Out (CCDA Meeting Cancelled)
13*	Tuesday	Council Business Meeting (Cancelled)
20*	Tuesday	Council Workshop Meeting—6:30 p.m., Town Hall
27*	Tuesday	Council Business Meeting—6:30 p.m., Town Hall

September

2	Monday	Labor Day Holiday– City Hall offices closed
3	Tuesday	City Center Development Agency —6:30 p.m., Town Hall
10*	Tuesday	Council Business Meeting—6:30 p.m., Town Hall
12	Thursday	Goal Setting Meeting at the Fanno Creek House; Noon-5 p.m. (lunch provided)
17*	Tuesday	Council Workshop Meeting – 6:30 p.m., Town Hall
24*	Tuesday	Council Business Meeting – 6:30 p.m., Town Hall
30	Monday	Chamber of Commerce Program, “Meet Your City Council,” 6-7 p.m., location to be determined.

Regularly scheduled Council meetings are marked with an asterisk (*).

1. BUSINESS MEETING – July 23, 2013



A. Call to Order – Mayor Cook called the meeting to order at 7:37 p.m.

B. Roll Call – City Recorder Wheatley called the roll:

Name	Present	Absent
Mayor Cook	✓	
Council President Henderson	✓	
Councilor Buehner	✓	
Councilor Snider	✓	
Councilor Woodard	✓	

C. Pledge of Allegiance – Mayor Cook asked members of audience to stand and join him in the Pledge of Allegiance.



D. Council Communications & Liaison Reports – None.

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- E. Call to Council and Staff for Non-Agenda Items – None.



2. CITIZEN COMMUNICATION

- A. Follow-up to Previous Citizen Communication –

City Manager Wine reported on a recent Citizen Communication from Steve and Debbie Mangold who had several complaints regarding land use development process issues on their property. Meetings have been set up to meet with the Mangolds to review these issues.



- B. Citizen Communication – Sign Up Sheet

- Penelope, Sabine and Kati Kim, 12195 SW 124th Avenue, Tigard, Oregon. Ms. Kim and her daughters had been in previously to request a solution to the keeping of backyard chickens in Tigard. They are here again to petition to the Council to be allowed to keep their backyard animals. The family also owns pygmy goats.

After hearing the presentation, council commented on this recurring issue. Mayor Cook advised this issue would be taken under consideration later in the year when a comprehensive review of Community Development Code language begins. (Note: Council discussed this matter again at the end of the meeting and gave direction on enforcement for the time period between now and when this section of the Code is reviewed by the council.)

-  Jim Long, 10730 SW 72nd Avenue, Tigard testified about an unsafe street and other concerns.

He said he rides his bicycle; however, he does not travel down SW 72nd Avenue because it is unsafe. He referred to the portion of SW 72nd Avenue between Pacific Highway and Dartmouth is unsafe for bikes and pedestrians. He said he has brought this safety issue (no striping and few sidewalks) to CPO meetings when city transportation planners attend. The planners indicate this issue has moved up on the priority list, but Mr. Long said he has been bringing this to the city's attention for approximately six years.

Mr. Long referred to a list of questions he brought to the City Council a couple of weeks ago regarding the Walmart project. Some of the questions have been answered and some still need answers. At the last CPO meeting two City of Tigard engineers attended to respond to some of the questions. Also in attendance was Deborah Heron who represents Walmart. Mr. Long said that not only are there questions that remain unanswered, there were some of the answers that did not fit well.

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Mr. Long referred to a meeting between city officials and Walmart representatives on July 11, 2013. Mr. Long attended this meeting hoping to find answers; however, he left this meeting very disappointed. He said, according to the maps and charts, there are no plans to do anything for 72nd Avenue. He said he is sure the city will have to do something if Pacific Highway is widened an extra lane to draw traffic down 72nd Avenue.

 Mr. Long said there will be a CPO meeting tomorrow night. Former Mayor Craig Dirksen will attend to talk about Metro issues and the SW Corridor status. Also on the agenda will be further discussion about questions regarding the Walmart development.

 Mayor Cook advised Mr. Long he did not have answers to his questions readily available. After brief discussion, Mayor Cook advised that Assistant City Manager Newton was working on the remaining outstanding questions on the Walmart project.

-  Chris Rall, Pacific Northwest Field Organizer for Transportation for America, 133 SW 2nd Avenue, Portland, OR 97204, distributed materials to the City Council. These materials were added to the council meeting packet. Mr. Rall said Transportation for America is a diverse coalition of more than 500 organizations representing a broad array of interests. They are working to align transportation policy with 21st century challenges.

Mr. Rall referred to a number of exciting transportation issues coming to Tigard, not the least of which is the SW Corridor transit improvements that have been proposed. He referred to opportunities to align options with how people are using transportation today. The information distributed to the City Council explains some of the demographic changes in transportation usage as the millennial generation enters the workforce. These young people are driving 23 percent less, getting driver's licenses much later (if at all) and buying 30 percent fewer cars than folks their age ten years ago. As baby boomers retire and this new generation takes over, the decades' long climb in driving and traffic has now reversed. Driving numbers have been in decline for the last ten years in Oregon. This has big implications for how we invest in transportation and also for how we pay for it.

Mr. Rall referred to the information he distributed that shows the projected shortfalls in the Federal Highway Trust Fund and in the transit account. In September 2014, we will not have much in the way of federal transportation funding unless something is done.

Mr. Rall said that, as local leaders, "we really need your leadership to help us to address this challenge and make sure we can provide for our children and grandchildren with a transportation system that supports the economy and the quality of life that we should not take for granted." He said Transportation for America could be resource to help the city win transportation funding to achieve its goals.

Mr. Rall asked for the council to get in touch with him if they would like to find out more.

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 Chris Garsteck, 11774 SW 125th Court, Tigard, OR 97223, advised she volunteers with the Tigard Dog Park Committee. She invited everyone to submit photos to the virtual dog photo contest. Ms. Garsteck distributed a flyer to the City Council describing the contest; this flyer was added to the meeting packet. The contest is being held in conjunction with the upcoming Tigard Street Fair on August 17.



3. CONSENT AGENDA: (Tigard City Council and Local Contract Review Board)

- A. Authorize the Mayor to Execute the City's Continuity of Government Plan and Authorize Certain Staff to Update the Plan
- B. Adopt a Resolution of Necessity to Acquire Easements for the Main Street Sanitary Sewer Project

RESOLUTION NO. 13-33 – A RESOLUTION DECLARING THE NEED TO ACQUIRE EASEMENTS ON PROPERTIES FOR THE PURPOSE OF CONSTRUCTING THE MAIN STREET SANITARY SEWER IMPROVEMENTS ALONG MAIN STREET AND PROPERTY OWNED BY MAIN STREET, LLC AND MICHAEL DUDUNAKIS AND AUTHORIZING IMMEDIATE POSSESSION OF THE PROPERTY

- C. Local Contract Review Board:
 - 1. Award the contract for the construction of the 92nd Avenue street and storm sewer to R & R General Contractors, Inc. and authorize the City Manager to take all necessary steps to execute the contract.

Motion by Councilor Buehner, seconded by Councilor Woodard, to approve the Consent Agenda.

The vote was approved by a unanimous vote of council present.

	Yes	No
Mayor Cook	✓	
Council President Henderson	✓	
Councilor Buehner	✓	
Councilor Snider	✓	
Councilor Woodard	✓	



4. CONSIDER A RESOLUTION FOR RAISING AWARENESS OF THE DANGERS OF "THE CHOKING GAME" – RESOLUTION NO. 13-34

Mayor Cook reviewed this agenda topic. This serious matter was brought to his attention at the recent Conference of Mayors. The proposed resolution is before the City Council to help bring awareness to the fact that some youth participating in “the choking game” have suffered injury, brain damage or death.

Council consideration:

Motion by Councilor Snider, seconded by Councilor Buehner, to approve Resolution No. 13-34.

RESOLUTION NO. 13-34 - A RESOLUTION IN SUPPORT OF RAISING AWARENESS OF THE DANGERS OF “THE CHOKING GAME.”

The vote was approved by a unanimous vote of council present.

	Yes	No
Mayor Cook	✓	
Council President Henderson	✓	
Councilor Buehner	✓	
Councilor Snider	✓	
Councilor Woodard	✓	



5. QUASI-JUDICIAL PUBLIC HEARING - ZONE CHANGE ANNEXATION (ZCA 2013-0002 - SOUTH VIEW HEIGHTS ANNEXATION
8:05 p.m. - time is estimated

REQUEST: A request to annex 5.79 acres of property known as South View Heights (Knauss), located at 12035 SW Beef Bend Rd. into the City of Tigard.

LOCATION: 12035 SW Beef Bend Road; Washington County Tax Assessor’s Map 2S110CB, Tax Lot 02000.

COUNTY ZONE: R6: Residential, 5 units/acre minimum density, 6 units/acre maximum density. The purpose of the R-6 District is to implement the policies of the Comprehensive Plan for areas designated for residential development at no more than six (6) units per acre and no less than five (5) units per acre, except as specified by Section 300-2, Section 300-5, or Section 303-6. The intent of the R-6 District is to provide the opportunity for more flexibility in development than is allowed in the R-5 District.

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EQUIVALENT CITY ZONE: R-7: Medium-Density Residential District. The R-7 zoning district is designed to accommodate attached single-family homes, detached single family homes with or without accessory residential units, at a minimum lot size of 5,000 square feet, and duplexes, at a minimum lot size of 10,000 square feet. Mobile home parks and subdivisions are also permitted outright. Some civic and institutional uses are also permitted conditionally.

APPLICABLE REVIEW CRITERIA: The approval standards for annexations are described in Community Development Code Chapters 18.320 and 18.390, Comprehensive Plan Goal 1, Goal 11, Goal 12, and Goal 14; ORS Chapter 222; Metro Code Chapter 3.09.



- a. Mayor Cook opened the public hearing.
- b. City Attorney Ramis reviewed the hearing procedures



- c. Mayor Cook asked for declarations or challenges. Councilor Buehner advised she is very familiar with the site as she frequently walks this area. There were no other declarations or challenges.



- d. Associate Planner Caines presented the staff report on the proposal to annex approximately 6.13 acres at 12035 SW Beef Bend Road, including adjacent right of way into the City of Tigard.

- e. Public Testimony

Representing Applicant: Mimi Doukas of Venture Properties advised she was present to answer any questions that might arise.

Steve Balough and Robin Carle, 15273 SW 122nd Avenue, Tigard, OR signed in to testify as opponents. Their property is in unincorporated Washington County near the proposed annexation area.

Mr. Balough introduced their concerns. They heard that the property owner adjacent to the proposed annexation area could not be contacted. Ms. Caines confirmed she attempted to contact this property owner. In response to a question from Mr. Balough, Councilor Buehner advised she has visited the adjacent site. Mayor Cook said he has driven by the property numerous times. Council President Henderson and Councilor Snider said they are generally familiar with the property, but have not done a site visit. Mr. Balough said the undeveloped property is well cared for. He said he believed it was the intention of the property owner to keep this property undeveloped.

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Mr. Balough noted his concern with regard to the provisions allowed by the R-7 zoning, reading several outright permitted uses including mobile home parks and civic/institutional facilities. Mr. Balough and Ms. Carle said they were concerned about the affect some of the outright permitted uses would have on their property values and the negative impact to the aesthetics in the neighborhood. Ms. Carle said they strongly voice objections to a change on the current use and status of the property in this area.

Mr. Balough said that 122nd Avenue is extremely narrow. A larger road on the property would add to safety issues in the area.

Ms. Carle said they know of other property owners in the area who are also concerned. She asked for there to be an opportunity for them to come forward to speak at a later date.

 Councilor Buehner explained the purpose of the hearing tonight was to consider annexation and does not address the future use of the property. She also advised that there is a state law that requires the comment about mobile home parks to be in zoning code. Councilor Buehner advised that SW 122nd Avenue was not built to full public road widths, referring to right-of-way setbacks on the Froude property. When this property develops, this road will be widened.

- Mimi Doukas, representing the applicant – Venture Properties responded to the testimony offered. With regard to the Froude property, she said her company has been in contact with the Froude family to attempt to coordinate some infrastructure improvements.

Ms. Doukas said that, in terms of a mobile home park, it may be a permitted use. Venture Properties held a neighborhood meeting for the subdivision last week. The plans are to develop a single-family, detached home subdivision, which matches the traditional zoning. Ms. Doukas said she would work with the people who testified to see that they receive copies of the handouts distributed at the neighborhood meeting. She this property was too steep to place a mobile home park or any type of commercial use.

f. Associate Planner Caines advised staff recommended adoption of the proposed ordinance to annex the property.

g. Mayor Cook closed the public hearing.

h.  City Council discussion and consideration:

Motion by Councilor Buehner, seconded by Councilor Woodard, to approve Ordinance No. 13-12.

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City Council discussion followed. Councilor Snider asked for a brief discussion to respond to the testimony received this evening. He said, given the nature of the quasi-judicial process and the council's responsibility to make a decision based on the laws, he did not hear any compelling information that would lead him to believe that the city would be misapplying the criteria/laws. He asked for input from his fellow councilors. Council President Henderson said he concurred with Councilor Snider's observations noting that at this time this is an application for annexation. He said that he also heard that the owner of the property is willing to work with the neighbors. He has heard nothing that would lead him to believe the City of Tigard would be unable to provide the required services to this property is annexed.

Councilor Woodard added that he heard concerns about the aesthetics during the testimony. He noted his family went through a similar scenario when property was developed next to them, which up until that time was fields and trees. While distressing, there was no legal recourse to prohibit the property from developing. He agreed with Council President Henderson's comment that he would encourage the property owners to discuss the plans for development to determine what accommodations might be possible to make it a better area when development occurs.

City Recorder Wheatley read the number and title of the proposed ordinance:

ORDINANCE NO. 13-12 -- AN ORDINANCE ANNEXING ONE (1) PARCEL OF LAND AND A PORTION OF ADJACENT RIGHT OF WAY TOTALLING APPROXIMATELY 6.13 ACRES, APPROVING THE SOUTH VIEW HEIGHTS ANNEXATION (ZCA2013-00002) AND WITHDRAWING PROPERTY FROM THE WASHINGTON COUNTY ENHANCED SHERIFF'S PATROL DISTRICT AND WASHINGTON COUNTY URBAN ROADS MAINTENANCE DISTRICT.

The motion passed by a unanimous vote of City Council present:

	Yes	No
Mayor Cook	✓	
Council President Henderson	✓	
Councilor Buehner	✓	
Councilor Snider	✓	
Councilor Woodard	✓	

Councilor Buehner left the meeting at 8:26 p.m.

Mayor Cook adjourned the City Council meeting and called the City Center Development Agency meeting to order.

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6. CITY CENTER DEVELOPMENT AGENCY: RECEIVE UPDATE ON MAIN STREET GATEWAY PUBLIC ART

Redevelopment Project Manager Farrelly presented the staff report. The purpose of this discussion is to receive a status report on the concept of the public art for the two Main Street gateways. The selected artist, Brian Borello, was present and talked to the Board about the proposed art inspired by the natural forms of the filbert tree when the nut emerges from the flower. Mr. Borello referred to illustrations and a model of the proposed artwork. Copies of these images are on file in the record copy of the meeting packet.

There was lengthy discussion about the subject matter of the artwork and the fact that there has been some concerned feedback from members of the community. Speculation was offered that the proposed designs could inspire juvenile humor and comments, which would detract from the intentions for the art pieces to bring vitality and contribute to the branding identity of the downtown area.

Board members acknowledged their appreciation of the public art projects Mr. Borello has done for other clients. There was discussion about the fact that these gateway artwork pieces can significantly contribute to the branding of the downtown. The filbert blossoms were intended to represent the artwork specifications to represent Tigard's history and nature; i.e., filbert orchards that once were plentiful in the Tigard-area's past. The Board members acknowledged that the proposed artwork concept has the support of the City Center Advisory Commission (CCAC) and the subcommittee of the CCAC for art selection. Board members shared their desire to work within the elements identified in the CCAC and subcommittees artwork concept recommendation. There was discussion on the budget of \$60,000 and modifications to the design should stay close to that dollar amount.

At the conclusion of the discussion, Mr. Borello was agreeable to revisiting the concept, based on tonight's discussion, before the final design is presented and selected.

Chair Cook adjourned the CCDA meeting and reconvened the City Council meeting.



7. CONSIDER A RESOLUTION TO PLACE A MEASURE ON THE NOVEMBER 5, 2013, BALLOT FOR A PROPOSED CHARTER AMENDMENT THAT WOULD AMEND SECTIONS 47 AND 48 OF THE TIGARD CHARTER RELATING TO URBAN RENEWAL

Financial and Information Technology Director LaFrance and Community Development Director Asher presented the staff report. As described in the Agenda Item Summary for this matter, approval of the proposed resolution would forward to the voters a proposed City of Tigard Charter amendment to remove limitations to fund public infrastructure projects in Tigard's downtown. Brief council discussion followed the staff report.

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Motion by Council President Henderson, seconded by Councilor Woodard, to approve Resolution No. 13-35.

RESOLUTION NO. 13-35 – A RESOLUTION OF THE TIGARD CITY COUNCIL SUBMITTING TO THE VOTERS A PROPOSED CHARTER AMENDMENT TO BE CONSIDERED AT THE NOVEMBER 5, 2013, GENERAL ELECTION, THAT WOULD AMEND SECTIONS 47 AND 48 OF THE TIGARD CHARTER RELATING TO URBAN RENEWAL

The motion passed by a unanimous vote of City Council present:

	Yes	No
Mayor Cook	✓	
Council President Henderson	✓	
Councilor Buehner	Absent	
Councilor Snider	✓	
Councilor Woodard	✓	

Mayor Cook adjourned the City Council meeting and convened the Local Contract Review Board.



8. LOCAL CONTRACT REVIEW BOARD: AWARD CONTRACT FOR THE CONSTRUCTION OF THE FANNO CREEK TRAIL, MAIN STREET TO GRANT AVENUE, TO GSE INC.

Senior Analyst Barrett and City Engineer Stone were present to review and answer questions for this agenda item. The scope of the project is described in the Agenda Item Summary for this contract award. A short discussion on the proposed project was held.

Motion by Councilor Snider, seconded by Councilor Woodard, to award a contract for the construction of the Fanno Creek Trail – Main Street to Grant Avenue project to GSE, Inc. in the amount of \$447,817.

The motion was approved by a unanimous vote of Board members present:

	Yes	No
Chair Cook	✓	
Board Member Henderson	✓	
Board Member Buehner	Absent	
Board Member Snider	✓	
Board Member Woodard	✓	

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Mayor Cook adjourned the LCRB meeting and reconvened the City Council meeting.

9. COUNCIL LIAISON REPORTS – None.

10. NON AGENDA ITEMS

The next council meeting will be August 20, 2013.

Councilor Snider brought up the topic raised in tonight’s Citizen Communication regarding the enforcement of the ordinance pertaining to keeping chickens and other animals on residential properties.

After discussion with City Manager Wine, consensus of City Council was to ask staff, through the city manager, to take no action to require a homeowner to remove backyard livestock until the council reviews this section of the code in late 2013/early 2014. If the city receives a complaint, staff will work with residents to determine if there are options to alleviate the situation.

11. EXECUTIVE SESSION: Not held.



12. ADJOURNMENT 9:29 p.m.

Motion by Councilor Woodard, seconded by Council President Henderson, to adjourn the meeting.

The motion passed by a unanimous vote of City Council present:

	Yes	No
Mayor Cook	✓	
Council President Henderson	✓	
Councilor Buehner	Absent	
Councilor Snider	✓	
Councilor Woodard	✓	

Catherine Wheatley, City Recorder

Attest:

Mayor, City of Tigard

Date: _____

TIGARD CITY COUNCIL MEETING MINUTES – JULY 23, 2013

AIS-1465

Business Meeting

Meeting Date: 10/22/2013

Length (in minutes): 20 Minutes

Agenda Title: Public Hearing - Franchise Agreement - tw telecom of oregon, llc

Prepared For: Loreen Mills

Submitted By: Loreen Mills, City Management

Item Type: Ordinance
Public Hearing - Informational

Meeting Type: Council Business Meeting - Main

Public Hearing No

Newspaper Legal Ad Required?:

Public Hearing Publication

Date in Newspaper:

Information

ISSUE

Should the Tigard City Council approve an ordinance to adopt a 10-year, non-exclusive utility franchise, with tw telecom of oregon llc ("tw telecom") to operate a telecommunication system in Tigard?

STAFF RECOMMENDATION / ACTION REQUEST

Staff recommends approval of the attached ordinance and utility franchise agreement. This includes amending the franchise fee to the greater of (a) the five percent of gross revenues set forth in TMC 15.06.100 or (b) a minimum annual fee of ten thousand dollars.

KEY FACTS AND INFORMATION SUMMARY

tw telecom first entered into a franchise agreement with the City of Tigard in 2002 as "Time Warner Telecom of Oregon". That franchise agreement expired in September 2012. tw telecom has requested an updated franchise agreement with the City and has been negotiating terms with staff and legal counsel since 2012. tw telecom has continued to comply with the terms of the expired franchise during the renewal process.

The proposed ordinance grants a non-exclusive telecommunications franchise, and includes some minor modifications to the City's standard franchise which include:

- Clarification that mutual consent of the parties is required to in writing to amend the

agreement.

- Parties can negotiate a new agreement if any term of this franchise agreement is held to be “unenforceable”.
- Both parties, not just the City, maintain the right to exercise all remedies available under law in the event of a breach.
- Confirmation that the agreement is subject to Oregon law.

The major policy question in this agreement is whether to adjust the Tigard Municipal Code (TMC 15.06.100 A) requirement for the franchise fee to be the greater of five percent of the utility's revenue earned within the city or \$2.90 per linear foot of facilities in the rights-of-way. The intent of the 2008 Tigard Council amendment to the fee was to address the possibility that a company could own facilities in the rights-of-way that don't serve any Tigard customers. A company would not generate any revenue in the city and thus would pay no franchise fee even though the utility company would benefit from the public rights-of-way and likely generate costs to the city in additional street maintenance, repair and replacement.

tw telecom advises they have Tigard customers and if they were required to pay the greater of the current two fee options their annual fee would be over 21% higher than their current revenue in the city. In keeping with the Council's intent in the 2008 code amendment, the attached agreement includes amending the franchise fee to be the greater of (a) the five percent of gross revenues set forth in TMC 15.06.100 or (b) or a minimum annual fee of ten thousand dollars.

OTHER ALTERNATIVES

Do not approve the telecommunications franchise agreement. If Council does not approve the attached agreement, tw telecom's utility will be governed by the City's Franchised Utility Ordinance (TMC 15.06) and further staff direction on the negotiations of the franchise agreement would be needed.

COUNCIL OR CCDA GOALS, POLICIES, MASTER PLANS

- TMC Chapter 15.06 "Franchised Utility Ordinance"
- TMC Chapter 15.04 "Work In Right-of-Way"

DATES OF PREVIOUS CONSIDERATION

Council executive session and confidential attorney-client communications: 9/24/13 and 10/3/13

Fiscal Impact

Cost: N/A
Budgeted (yes or no): Yes
Where Budgeted (department/program): General Fund
Additional Fiscal Notes:

tw telecom has paid over \$71,000 in franchise fees in 2012 and \$81,000 in 2013. The adoption of this franchise agreement does not affect the calculation of fees based on tw telecom's current customer base.

Attachments

Franchise Ordinance
tw telecom agreement

CITY OF TIGARD, OREGON
TIGARD CITY COUNCIL
ORDINANCE NO. 13-_____

AN ORDINANCE GRANTING A RENEWAL OF THE NON-EXCLUSIVE FRANCHISE WITH TW TELECOM OF OREGON LLC TO PLACE AND OPERATE A TELECOMMUNICATION UTILITY SYSTEM IN THE CITY OF TIGARD, OREGON, FIXING THE TERMS AND CONDITIONS FOR SAID FRANCHISE, REPEALING ORDINANCE NO. 02-30, AND AUTHORIZING THE MAYOR TO SIGN THIS AGREEMENT.

WHEREAS, the Tigard Municipal Code (“TMC”) Section 15.06.060 allows the City Council to grant a non-exclusive utility franchise to any person providing utility services which meets the requirements of the TMC; and

WHEREAS, tw telecom of oregon llc (“tw telecom”) last held a 10-year franchise agreement with the City from September 26, 2002 through September 26, 2012, to provide telecommunications in the City; and

WHEREAS, tw telecom has continued to comply with the terms of the expired franchise during the renewal process; and

WHEREAS, tw telecom and the City of Tigard have negotiated a new 10-year franchise agreement; and

WHEREAS, the City of Tigard finds that tw telecom meets all lawful requirements to obtain a franchise.

NOW, THEREFORE, THE CITY OF TIGARD ORDAINS AS FOLLOWS:

- SECTION 1: A new, ten-year franchise for tw telecom of oregon llc (“tw telecom”) is hereby granted, including all of the terms and conditions as set forth in the agreement attached as Exhibit A to this ordinance.
- SECTION 2: The Mayor is authorized and directed to sign the agreement attached to this ordinance as Exhibit A on behalf of the Council.
- SECTION 3: The City Council determines that the fee imposed by this franchise is not a tax subject to the limitations of Article XI, Section 11 (b) and 11 (19) of the Oregon Constitution and is not a fee imposed on property or property owners by fact of ownership.
- SECTION 4: This ordinance shall replace and repeal the prior franchise with tw telecom, Ordinance No. 02-30, adopted on August 26, 2002.
- SECTION 5: This ordinance shall take effect thirty days from its passage, provided that tw telecom returns an executed original of the franchise to the City on or before the effective date of this ordinance. If tw telecom fails to provide an executed original on or before the effective date, this ordinance shall be null and void.

PASSED: By _____ vote of all council members present after being read by number and title only, this _____ day of _____, 2013.

Catherine Wheatley, City Recorder

APPROVED: By Tigard City Council this _____ day of _____, 2013.

John L. Cook, Mayor

Approved as to form:

Special Counsel

Date

Ordinance Exhibit A

CITY OF TIGARD, OREGON
FRANCHISE AGREEMENT

THIS FRANCHISE AGREEMENT (“Agreement”) is made and entered into by and between the City of Tigard, an Oregon municipal corporation, (“City”) and tw telecom of oregon llc a Delaware limited liability company, (“Franchisee”) qualified to do business in Oregon:

RECITALS

1. Pursuant to Federal law, State statutes, and City Charter and local ordinances, the City is authorized to grant non-exclusive franchises to occupy the rights-of-way as defined in Chapter 15.06 of the Tigard Municipal Code (“TMC”), in order to place and operate a Utility System within the municipal boundaries of the City of Tigard (“Franchise Area”); and
2. Franchisee has requested a franchise to place and operate telecommunications facilities and services system (the “Utility System”), as defined in TMC 15.06.020, within the Franchise Area; and
3. The City has found that Franchisee meets all lawful requirements to obtain a franchise, and therefore approves the application.

NOW, THEREFORE, in consideration of the mutual promises contained herein, the parties agree as follows:

AGREEMENT

1. GRANT OF AUTHORITY

The City grants Franchisee the non-exclusive right to occupy City rights-of-way to place and operate a Utility System for a term of ten (10) years from and after the Effective Date of this Agreement (the “Term”), except as set forth below.

2. AUTHORITY NOT EXCLUSIVE

This Agreement shall be nonexclusive, and is subject to all prior rights, interests, agreements, permits, easements or licenses granted by the City to any person to use the rights-of-way for any purpose whatsoever, including the right of the City to use same for any purpose they deem fit, including the same or similar purposes allowed Franchisee hereunder. The City may, at any time, grant to other persons authorization to use the rights-of-way for any purpose. This Agreement does not confer on Franchisee any right, title or interest in any right-of-way.

3. PERFORMANCE & FRANCHISE FEE

During the term of this Agreement, Franchisee agrees to comply with all lawful terms and conditions of TMC Chapter 15.06, including but not limited to the permit and permit fee requirements set forth in TMC 15.06.200 and TMC Chapter 15.04, the provisions of which are incorporated herein as though fully set forth. Notwithstanding the foregoing or the provisions of TMC 15.06.100, Grantee shall pay a right-of-way usage fee that is the greater of (i) the applicable percentage of gross revenues set forth in TMC 15.06.100 or (ii) ten thousand dollars (\$10,000), subject to any applicable limitations imposed by federal and state statutes. All other provisions of TMC 15.06.100 shall apply to Grantee as though fully set forth herein.

4. CHANGE OF LAW; AMENDMENT OF FRANCHISE AGREEMENT

a. It is the intent of the parties that this Agreement may be amended from time to time to conform to any changes in the controlling federal or state law or other changes material to this agreement. Each party agrees to bargain in good faith with the other party concerning such proposed amendments. This Agreement may be amended or terminated by the mutual written consent of the parties and their successors-in-interest.

b. Except as set forth in Section 3 of this Agreement, to the extent any lawful City rule, ordinance or regulation, including any amendment to the provisions of TMC Chapter 15.06, is adopted on a jurisdiction-wide basis and is generally imposed on similarly situated persons or entities, the rule, ordinance or regulation shall apply without need for amendment of this Agreement. The City shall provide Franchisee notice of any such change in local law.

5. TAXES

Nothing contained in this Agreement shall be construed to exempt Franchisee from any license, occupation, franchise or excise tax or assessment, which is or may be hereafter lawfully imposed on Franchisee.

6. INSURANCE

By the Effective Date of this Agreement, Franchisee shall provide a certificate of insurance that names the City as an additional insured and is otherwise consistent with the requirements of TMC 15.06.180.

7. SEVERABILITY

If any section, subsection, sentence, paragraph, term, or provision hereof is determined to be invalid, or unconstitutional by any court of competent jurisdiction, such determination shall have no effect on the validity of any other section, subsection, sentence, paragraph, term or provision hereof, all of which will remain in full force and effect for the term of the Agreement. If any material portion of the Agreement becomes invalid or unconstitutional so that the intent of the Agreement is frustrated, the parties agree to negotiate replacement provisions to fulfill the intent of the Agreement consistent with applicable law, or, if a replacement provision is not feasible, to negotiate a new agreement.

8. REMEDIES

a. This Agreement shall be subject to termination as set forth in TMC 15.06.310, provided that the City complies with the requirements set forth in TMC 15.06.320 and 15.06.330.

b. All remedies under this Agreement, including revocation of the Agreement, are cumulative and not exclusive, and the recovery or enforcement by one available remedy is not a bar to recovery or enforcement by any other such remedy. The City reserves the right to enforce the penalty provisions of any ordinance or resolution, and both parties reserve the right to avail themselves of any and all remedies available at law or in equity. Failure to enforce shall not be construed as a waiver of a breach of any term, condition or obligation imposed upon Franchisee by or pursuant to this Agreement. A specific waiver of a particular breach of any term, condition or obligation imposed upon Franchisee by or pursuant to this Agreement shall not be a waiver of any other, subsequent or future breach of the same or of any other term, condition or obligation, or a waiver of the term, condition or obligation itself.

c. The right is hereby reserved to the City to adopt, in addition to the reservations contained herein and existing applicable ordinances, such additional regulations as it shall find necessary for the regulation of the right-of-way, provided that such regulations, by ordinance or otherwise, shall be reasonable and not in conflict with the rights herein granted. Franchisee shall, at all times during the life of this Agreement, be subject to all lawful exercise of the police power by the City, and to such reasonable regulations as the City may hereafter by resolution or ordinance provide. The City hereby reserves the right to exercise, with regard to this Agreement, all authority now or hereafter granted to the City by state statute or City charter, except where such authority may be modified or superseded by the Constitution of the State of Oregon or the Constitution of the United States or any other applicable law that preempts City authority.

9. ASSIGNMENT

All rights and privileges granted and duties imposed by this Agreement upon Franchisee shall extend to and be binding upon Franchisee's successors, legal representatives and assigns. This Agreement may not be transferred or assigned to another person unless such person is authorized under all applicable laws to own or operate the Utility System and the transfer or assignment is approved by all agencies or organizations required or authorized under federal or state laws to approve such transfer or assignment. Franchisee shall provide the City with written notice of any transfer or assignment of this Agreement within twenty (20) days of requesting approval from any state or federal agency.

10. NOTICE

Unless specifically provided otherwise herein, all notices shall be mailed, postage prepaid, to the following addresses or to such other addresses as Franchisee or the City may designate in writing:

If to Franchisee: tw telecom of oregon llc
Attn: Greg Diamond, Vice President of Regulatory
10475 Park Meadows Drive
Littleton, CO 80124
Telephone: 206-676-8052

With a copy to: tw telecom of oregon llc
Attn: Sr. VP & Deputy General Counsel
10475 Park Meadows Drive
Littleton, CO 80124

If to City: City of Tigard
Attention: City Manager
13125 SW Hall Blvd.
Tigard, Oregon 97223

11. GOVERNING LAW

The laws of the State of Oregon, exclusive of choice of law rules, govern the validity of this Agreement, and its interpretation, performance and enforcement. Any action or suit to enforce or construe any provision of this Agreement by any party shall be brought in the Circuit Court of the State of Oregon for Washington County, or the United States District Court for the District of Oregon.

12. EFFECTIVE DATE

The effective date of this Agreement ("Effective Date") shall be the date it is fully executed by the City and Franchisee.

CITY OF TIGARD

FRANCHISEE

tw telecom of oregon llc
By: tw telecom holdings inc.
Its sole member

By: _____

By: _____

Mayor

Title: _____

Date: _____

Date: _____

AIS-1503

Business Meeting

Meeting Date: 10/22/2013

Length (in minutes): 15 Minutes

Agenda Title: FY 2014 First Quarter Supplemental Budget Amendment

Submitted By: Cathy Wheatley,
Administrative Services

Item Type: Motion Requested **Meeting Type:** Council
Resolution Business
Public Hearing - Legislative Meeting
- Main

Public Hearing Yes

Newspaper Legal Ad Required?:

Public Hearing Publication 09/25/2013

Date in Newspaper:

Information

ISSUE

A first quarter supplemental amendment to the FY 2014 Adopted Budget is being 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:

1. FTE Transfers affecting General Fund and Central Services.
2. Recognition of grant revenues.
3. Budget adjustments in Public Works Water, and Fleet/Property Management operations.
4. Capital Improvement Program budget adjustments.

STAFF RECOMMENDATION / ACTION REQUEST

Approve the FY 2014 First Quarter Supplemental Budget Amendment.

KEY FACTS AND INFORMATION SUMMARY

The following is a list of items that require council action for the FY 2014 budget:

1. Transfer of 1.0 FTE from Police to Information Technology-A transfer of the PD Technology Specialist from the Police Department to Information Technology. **This request will move payroll costs in the amount of \$79,337 from the General Fund to the Central Services Fund.** Based on council approval, this change will be effective 10/01/2013.
2. Transfer of 1.0 FTE from Community Development to Engineering-**A transfer of the Sr. Engineering Tech from Community Development to Engineering is being requested in the amount of \$71,040 due to the transfer of private development**

tasks from Community Development to Engineering Based upon approval, this change will be effective 10/01/2013. Salaries and benefits have been prorated to reflect this change.

3. Recognition of grant revenues-**The city has received a total of \$33,643 in grant proceeds for Police.** The FY 2014 Adopted Budget includes grant revenues in amount of \$100,000 for the new E-Citation System. The city has received an additional **\$31,143 from Oregon Department of Transportation (ODOT)** that will be used to purchase software and hardware such as hand-held devices for police officers. Also, the Police Department has received a **\$2,500 "Celebrate My Drive" grant from State Farm** that will be used for education purposes regarding distracted driving.
4. Willamette River Water Coalition (WRWC)/Hillsboro Preliminary Willamette River Water Supply Study-**A total of \$100,000 is being requested in order for the city to participate in a study related to water supply and treatment options as a member of WRWC.** Council approved participation in this study during the July 16, 2013 workshop.
5. Purchase of Replacement Van-A van that is used by staff in the Fleet Division was totaled. **The city received \$14,868 from insurance that was used towards the purchase of a replacement van in the amount of \$27,000.**
6. Consolidation of Capital Improvement Program (CIP) Projects:93010-Derry Dell Creek & Sewer Interceptor Relocation; 96032-Johnson St. Waterline Replacement; 92027-Park Land Development along with a carryforward of appropriation for 94011-Walnut St. Culvert Improvement (Derry Dell/Fanno Creek) project - After the adoption of the FY 2014 CIP, a couple of issues appeared regarding these projects. First, the Walnut Street Culvert Improvement project that was not completed last year was omitted from the CIP . Second, it was determined that the Johnson Street Waterline, and the above-mentioned culvert project could be included in the Clean Water Service (CWS) permit package for other agencies. As a result, the permits and projects can be managed more efficiently by combining them with the related Derry Dell Sewer Relocation project. This request will reallocate adopted budgets along with requesting additional appropriations for the consolidated project. After all budget adjustments, total project costs will be \$685,000. See details as follows:
 - a). 93010-Derry Dell Creek & Sewer Interceptor Relocation- A total of \$75,000 appears in the FY 2014 Adopted Budget this project. An **additional appropriation in the amount of \$200,000 is being requested for Derry Dell** that will provide a total of \$275,000 of appropriations in the Sanitary Sewer Fund for the combined project.
 - b). 94011-Walnut St. Culvert Improvement (Derry Dell/Fanno Creek)-A **carryforward in the amount of \$120,000 is being requested for the project that was not completed last fiscal year** . This amount will be applied to 93010-Derry Dell Creek & Sewer Interceptor Relocation project.
 - c). 96032-Johnson St. Waterline Replacement-The budget for this project in the amount of **\$285,000 will be reallocated to project 93010-Derry Dell Creek & Sewer Interceptor Relocation.**
 - d). An appropriation in the amount of **\$50,000 is being requested from the Gas Tax Fund** to be used for widening of the shoulder on Walnut Street.
 - e). 92027-Park Land Development-A **reallocation in the amount of \$30,000** is being requested to design trail connections to Fanno Creek.
7. Main St. Sewer/Fanno Creek Crossing-A total of \$212,000 appears in the FY 2014 Adopted Budget for this project. **An additional appropriation of \$225,000 is being requested to complete the purchase of the easement for \$45,000, and to complete construction of the sewer at a cost of \$180,000** . Total project costs will amount to

\$437,000 in the Sanitary Sewer Fund.

8. Parks CIP budgets adjustments for 92021-Potso Dog Park, 92048-Summer Lake Improvements, & 92027-Park Land Development projects-A total of **\$300,000 is being requested in order to complete the improvements at Potso Dog Park for \$160,000 and Summer Lake for \$140,000**. This action will be funded by reallocating appropriations from the Park Land Development project which has no impact on appropriations.

9. Ash Street Crossing Study-Additional appropriation in the amount of **\$50,000 is requested in order to complete the design and modeling study** related to the Tiedeman/Greenburg Rd./North Dakota Street Intersection Improvements.

10. Sanitary Sewer Major Maintenance Program- A **carryforward of \$100,000 is being requested to repair the sanitary sewer at Red Rock Creek** that was not completed last fiscal year due to permitting issues.

11. Waterline Restoration-Black Bull Property- A total of **\$50,000 is required to complete design and construction** to restore the waterline on the Black Bull Property off of North Dakota Street due to illegal excavation.

12. Fanno Creek Trail (Main St. to Grant Ave.) - The FY 2014 Adopted Budget includes a total project cost of \$491,000 including funding from the City Center Development Agency (CCDA). A total reallocation of funding in the amount of **\$170,000 is being requested to complete the permitting and construction** of this project. If approved, total project cost will amount to \$661,000. Funding will come from the **reallocation of \$100,000 from 92027-Park Land Development project** that was approved by the Parks & Recreation Advisory Board in FY 2013. Also, **\$50,000 will be reallocated from 95027-Citywide Pedestrian/Cyclist Improvements project for trail construction**. Lastly, a total of **\$20,000 will be reallocated from capital improvement program within the CCDA** for the purchase and installation of lighting along the trail.

OTHER ALTERNATIVES

Do not approve the supplemental budget amendment.

COUNCIL OR CCDA GOALS, POLICIES, MASTER PLANS

Financial Stability

DATES OF PREVIOUS CONSIDERATION

N/A

Fiscal Impact

Cost: 1,624,663
Budgeted (yes or no): Yes
Where Budgeted (department/program): All programs

Additional Fiscal Notes:

The total impact of this amendment will increase the FY 2014 Adopted Budget by \$1,624,663. Although the supplemental consists of increased requirements, they are offset by additional resources. These resources include grant revenues amounting to approximately \$33,000 as well as use of contingency totaling approximately \$342,000. Exhibits A and B contain the details of each budgetary item. Attachments 1 and 2 summarize the items by fund for all city funds.

Attachments

Attachment-1

Exhibit A

Exhibit B

Attachment-2

Resolution

FY 2014 First Quarter Supplemental Budget Amendment

	Project/Contract/Carryforward/Grant	Amount	Financial Impact to Ending Fund Balance	Fund/Div	Description
City of Tigard Operations					
1	Transfer of the 1.0 FTE from Police to Information Technology	\$79,337	No impact. This action moves budget from one program to another, and across funds.	Central Srv-IT General Fund-PD	A transfer of the PD Technology Specialist position from Police to Information Technology. This action will move payroll costs from the General Fund to the Central Services Fund. Based on approval, this change will be effective 10/1/2013.
2	Sr. Engineering Tech {1.0 FTE} Transfer from Community Development to Engineering	\$71,040	No impact. This action moves budget from one program to another within the General Fund.	General Fund-CD/PW	Transfer Sr. Eng. Tech from CD to Engineering. A total of \$4,040 of M&S, and \$67,000 of salaries and benefits will be transferred due to the transfer of Private Development tasks from CD to Engineering. Based on approval, this change will be effective 10/1/2013. Therefore, salaries and benefits have been prorated to reflect this timeline. This action has zero impact on General Fund.
3	Recognition of Police Grants	\$31,143	No impact. This action provides additional revenue to support additional expenditures.	General Fund-PD	The FY 2014 Adopted Budget includes a \$100,000 grant for the new E-Citation system in Police. The city recently received an additional \$31,143 grant from ODOT for the new system. The funds will be used to purchase software, and hardware such as hand-held devices for police officers.
		\$2,500		General Fund-PD	Recognition of the "Celebrate My Drive" grant from State Farm. Funds to be used for educational purposes concerning distracted driving.
	Total Grants	\$33,643			
4	Willamette River Water Coalition (WRWC)/Hillsboro Preliminary Willamette River Water Supply Study	\$100,000	No impact. Increased expenditures are offset by reduction of contingency. Remaining contingency in the Water Fund will be \$400,000.	Water-PW	Tigard's participation in a study related to water supply and treatment options as a member of WRCW. Council approved participation in this study during the July 16, 2013 workshop.
5	Purchase of replacement van	\$27,000	No impact. Increase in revenues plus decrease in contingency offsets increase in program expenditures. Remaining contingency in Fleet/Property Management Fund will be \$12,686.	Prop Mgmnt-PW	The van used by staff in the Fleet Division was totaled. The city received a insurance check in the amount of \$14,868 that was used toward the purchase of the replacement van which costs \$27,000. A total of \$12,314 is being requested from contingency to go towards the purchase of the new vehicle.
Total Adjustments to Operations		\$344,663			

FY 2014 First Quarter Supplemental Budget Amendment

	Project/Contract/Carryforward/Grant	Amount	Financial Impact to Ending Fund Balance	Fund/Div	Description
Capital Improvement Program					
6	<p><u>Consolidation of CIP projects:</u> 93010-Derry Dell Creek and Sewer Interceptor Relocation; 96032-Johnson St. Waterline Replacement; 92027-Park Land Development; and a request for a carryforward of appropriation for the Walnut Street Culvert Improvement (Derry Dell/Fanno Creek) projects.</p>			CIP	<p>Request Summary: After the adoption of the FY 2014 CIP, a couple of issues appeared regarding these projects. First, the Walnut Street Culvert Improvement project that was not completed last year was omitted from the CIP . Second, it was determined that the Johnson Street Waterline, and the above-mentioned culvert project could be included in the Clean Water Service permit package for other agencies. By combining them with the related Derry Dell Sewer Relocation project, the permits and projects can be managed more efficiently. This request will reallocate adopted budgets along with requesting additional appropriations for the consolidated project. After all budget adjustments, total project costs will be \$685,000.</p>
		\$200,000	No impact	Sanitary Sewer-CIP	A total of \$75,000 appears in the FY 2014 Adopted Budget the Derry Dell Creek Sewer Interceptor Relocation project. An additional appropriation in the amount of \$200,000 is being requested for Derry Dell that will provide a total of \$275,000 of appropriations in the Sanitary Sewer Fund for the combined project.
		\$120,000	No impact	Stormwater-CIP	Carryforward for \$120,000 for Walnut St. Culvert Improvement in Stormwater funds and apply them to Derry Dell Creek Sewer Interceptor Relocation project.
		\$285,000	No impact	Water-CIP	Reallocation of appropriation in the amount of \$285,000 is being requested from 96032-Johnson Street Waterline Replacement project to Derry Dell Creek Sewer Interceptor Relocation project.
		\$50,000	No impact	Gas Tax-CIP	Appropriation of \$50,000 is being requested from the Gas Tax Fund to be used for shoulder widening of Walnut Street.
			No impact	Parks Bond-CIP	Reallocation of appropriation from 92027-Park Land Development project in the amount of \$30,000 is being requested to design trail connections for Fanno Creek.
		<u>\$30,000</u>			
Total Derry Dell Budget Adjustments	\$685,000				

FY 2014 First Quarter Supplemental Budget Amendment

	Project/Contract/Carryforward/Grant	Amount	Financial Impact to Ending Fund Balance	Fund/Div	Description
7	Main St. Sewer/Fanno Creek Crossing			CIP	A total of \$225,000 in additional appropriation is being requested for easements and construction costs. Total project costs will amount to \$437,000.
		\$45,000	No impact	Sanitary Sewer-CIP	An additional \$45,000 is being requested to complete the acquisition of the easement for this project. Total appropriation for the easement is \$70,000. This item was approved by council on July 23, 2013.
			No impact	Sanitary Sewer-CIP	A request for an additional appropriation of \$180,000 is being requested for this project. With this request, total sewer construction costs will increase by \$100,000 to a total of \$267,000; and project management and construction management costs will increase by \$80,000 to a total of \$100,000.
	Total Main St. Sewer Appropriation	<u>\$180,000</u> \$225,000			
8	Parks CIP budget adjustments for 92021-Potso Dog Park, 92048-Summer Lake Improvements, & 92027-Park Land Development Projects			Parks-CIP	A total of \$300,000 is being requested in order to complete the improvements at Potso Dog Park and Summer Lake. This action will be funded by reallocating appropriations from the Park Land Development project which has no impact on appropriations.
	Total Potso Dog Park	\$0 <u>\$0</u> \$0	No impact	Parks Bond-CIP Parks SDC-CIP	Improvements to Potso Dog Park include a paved parking lot and stormwater improvements totaling \$160,000 split between Parks Bond and Parks SDC.
	Total Summer Lake Park	<u>\$0</u> \$0	No impact	Parks Bond-CIP	Improvements at Summer Lake Park include construction of new restrooms for \$140,000.
9	Ash Street Crossing Study	\$50,000	No impact	Traffic Impact Fee-PW	Additional appropriation is requested in order to complete the design and modeling study tied to the Tiedeman/Greenburg Rd./North Dakota Intersection Improvement.
10	Sanitary Sewer Major Maintenance	\$100,000	No impact	Sanitary Sewer-CIP	A total of \$100,000 is being requested for the repair of the sewer at Red Rock Creek that was not completed last year due to permitting issues.
11	Waterline Restoration-Black Bull Property	\$50,000	No impact	Water-CIP	A total of \$50,000 is being requested to complete design and construction to restore the waterline on the Black Bull property off of North Dakota Street due to illegal excavation.

FY 2014 First Quarter Supplemental Budget Amendment

	Project/Contract/Carryforward/Grant	Amount	Financial Impact to Ending Fund Balance	Fund/Div	Description
12	Fanno Creek Trail-Main St. to Grant Ave.			CIP	This project installs a trail from Main Street to Grant Avenue, and is a key part of the Fanno Creek Regional Trail System. The FY 2014 Adopted Budget reflects a total project cost of \$491,000 which includes funding from the City Center Development Agency (CCDA). A reallocation of funding totaling \$170,000 is being requested to complete permitting and construction on this project. If approved, total cost for the project will amount to \$661,000.
		\$100,000	No impact	Parks Bond-CIP	Parks & Recreation Advisory Board approved the use of these funds for construction of the trail. A total of \$100,000 will be reallocated from 92027-Park Land Development to this project.
		\$50,000	No impact	Gas Tax-CIP	A total of \$50,000 will be reallocated from 95027-Citywide Pedestrian/Cyclist Improvements project in order to complete improvements to the trail.
		\$20,000	No impact	CCDA-CIP	An additional \$20,000 is requested to complete the purchase and installation of lighting along the trail.
	Total Fanno Creek Trail-Main to Grant	\$170,000			
Overall Amendment Total		\$1,624,663			

City of Tigard
FY 2014 First Qtr Supplemental Budget Amendment

1. FTE Transfer-Police to IT

A transfer of the PD Technology Specialist position {1.0 FTE} from Police to IT is being requested. This action will move payroll costs from General Fund to Central Services. The result will have no affect on General Fund program expenditures but will increase interdepartmental services revenue and increase IT program expenditures in the Central Service Fund.

Central Service Fund Resources	Adopted Budget	Amendment	Revised Budget
Beginning Fund Balance	\$ 199,348		\$ 199,348
Property Taxes	\$ -		\$ -
Franchise Fees	\$ -		\$ -
Licenses & Permits	\$ 31,620		\$ 31,620
Intergovernmental	\$ -		\$ -
Charges for Services	\$ 5,750,628		\$ 5,750,628
Fines & Forfeitures	\$ -		\$ -
Interest Earnings	\$ 593		\$ 593
Miscellaneous	\$ -		\$ -
Other Financing Sources	\$ -		\$ -
Transfers In from Other Funds	\$ 861,205	\$ 79,337	\$ 940,542
Total Resources	\$ 6,843,394	\$ 79,337	\$ 6,922,731
Requirements			
Policy and Administration	\$ 6,494,508	\$ 79,337	\$ 6,573,845
Community Development	\$ -		\$ -
Community Services	\$ -		\$ -
Public Works	\$ -		\$ -
Program Expenditures Total	\$ 6,494,508	\$ 79,337	\$ 6,573,845
Debt Service	\$ -		\$ -
Loans	\$ -		\$ -
Work-In-Progress	\$ -		\$ -
Transfers to Other Funds	\$ -		\$ -
Contingency	\$ 340,000		\$ 340,000
Total Budget	\$ 6,834,508	\$ 79,337	\$ 6,913,845
Reserve For Future Expenditure	\$ 8,886	\$ -	\$ 8,886
Total Requirements	\$ 6,843,394	\$ 79,337	\$ 6,922,731

**City of Tigard
FY 2014 First Qtr Supplemental Budget Amendment**

2. FTE Transfer-Community Development to Public Works Engineering

Transfer Sr. Eng. Tech from CD to Engineering. A total of \$4,040 of M&S, and \$67,000 of salaries and benefits will be transferred due to the transfer of Private Development tasks from CD to Engineering. Based on approval, this change will be effective 10/1/2013. Therefore, salaries and benefits have been prorated to reflect this timeline. This action will result in a decrease of 1.0 FTE in CD with an increase in FTE in Engineering. In addition, program expenditures in CD will decrease by \$71,040 and program expenditures in Engineering will increase by the same amount. This action has zero impact on General Fund.

General Fund	Adopted Budget	Amendment	Revised Budget
Resources			
Beginning Fund Balance	\$ 8,156,853		\$ 8,156,853
Property Taxes	\$ 13,020,535		\$ 13,020,535
Franchise Fees	\$ 5,601,400		\$ 5,601,400
Licenses & Permits	\$ 900,135		\$ 900,135
Intergovernmental	\$ 5,575,381		\$ 5,575,381
Charges for Services	\$ 3,230,653		\$ 3,230,653
Fines & Forfeitures	\$ 1,098,783		\$ 1,098,783
Interest Earnings	\$ 103,722		\$ 103,722
Miscellaneous	\$ 24,902		\$ 24,902
Other Financing Sources	\$ 361,000		\$ 361,000
Transfers In from Other Funds	\$ -		\$ -
Total Resources	\$ 38,073,364	\$ -	\$ 38,073,364
Requirements			
Policy and Administration	\$ 802,516		\$ 802,516
Community Development	\$ 3,094,988	\$ (71,040)	\$ 3,023,948
Community Services	\$ 20,048,141		\$ 20,048,141
Public Works	\$ 5,396,382	\$ 71,040	\$ 5,467,422
Program Expenditures Total	\$ 29,342,027	\$ -	\$ 29,342,027
Debt Service	\$ -		\$ -
Loans	\$ 361,000		\$ 361,000
Work-In-Progress	\$ -		\$ -
Transfers to Other Funds	\$ 916,292		\$ 916,292
Contingency	\$ 1,200,000		\$ 1,200,000
Total Budget	\$ 31,819,319	\$ -	\$ 31,819,319
Reserve For Future Expenditure	\$ 6,254,045	\$ -	\$ 6,254,045
Total Requirements	\$ 38,073,364	\$ -	\$ 38,073,364

**City of Tigard
FY 2014 First Qtr Supplemental Budget Amendment**

3. Recognition of Grants - Police Department

E-Citation System

The FY 2014 Adopted Budget includes a \$100,000 grant for the new E-Citation system in Police. The city recently received an additional \$31,143 grant from ODOT for the new system. The funds will be used to purchase software and hardware such as hand-held devices for police officers. Intergovernmental Revenues will increase by \$31,143 in General Fund with an equal increase in Community Services program expenditures.

State Farm Grant

Recognition of the "Celebrate My Drive" grant from State Farm. Proceeds to be used for distracted driving education. This action will increase grant revenues by \$2,500 with an equal increase in Community Services program expenditures.

General Fund		Adopted Budget	Amendment	Revised Budget
Resources				
	Beginning Fund Balance	\$ 8,156,853		\$ 8,156,853
	Property Taxes	\$ 13,020,535		\$ 13,020,535
	Franchise Fees	\$ 5,601,400		\$ 5,601,400
	Licenses & Permits	\$ 900,135		\$ 900,135
	Intergovernmental	\$ 5,575,381	\$ 33,643	\$ 5,609,024
	Charges for Services	\$ 3,230,653		\$ 3,230,653
	Fines & Forfeitures	\$ 1,098,783		\$ 1,098,783
	Interest Earnings	\$ 103,722		\$ 103,722
	Miscellaneous	\$ 24,902		\$ 24,902
	Other Financing Sources	\$ 361,000		\$ 361,000
	Transfers In from Other Funds	\$ -		\$ -
	Total Resources	\$ 38,073,364	\$ 33,643	\$ 38,107,007
Requirements				
	Policy and Administration	\$ 802,516		\$ 802,516
	Community Development	\$ 3,094,988		\$ 3,094,988
	Community Services	\$ 20,048,141	\$ 33,643	\$ 20,081,784
	Public Works	\$ 5,396,382		\$ 5,396,382
	Program Expenditures Total	\$ 29,342,027	\$ 33,643	\$ 29,375,670
	Debt Service	\$ -		\$ -
	Loans	\$ 361,000		\$ 361,000
	Work-In-Progress	\$ -		\$ -
	Transfers to Other Funds	\$ 916,292		\$ 916,292
	Contingency	\$ 1,200,000		\$ 1,200,000
	Total Budget	\$ 31,819,319	\$ 33,643	\$ 31,852,962
	Reserve For Future Expenditure	\$ 6,254,045	\$ -	\$ 6,254,045
	Total Requirements	\$ 38,073,364	\$ 33,643	\$ 38,107,007

City of Tigard
FY 2014 First Qtr Supplemental Budget Amendment

4. Willamette River Water Coalition (WRWC)/Hillsboro Preliminary Willamete River Water Supply Study

Tigard's participation in a study related to water supply and treatment options as a member of WRWC. Council approved participation in this study during the July 16, 2013 workshop. This action will result in a decrease of \$100,000 in contingency in the Water Fund with an equal increase in program expenditures.

Water Fund	Adopted Budget	Amendment	Revised Budget
Resources			
Beginning Fund Balance	\$ 9,701,503		\$ 9,701,503
Property Taxes	\$ -		\$ -
Franchise Fees	\$ -		\$ -
Licenses & Permits	\$ 13,202		\$ 13,202
Intergovernmental	\$ -		\$ -
Charges for Services	\$ 14,240,169		\$ 14,240,169
Fines & Forfeitures	\$ -		\$ -
Interest Earnings	\$ 30,644		\$ 30,644
Miscellaneous	\$ -		\$ -
Other Financing Sources	\$ -		\$ -
Transfers In from Other Funds	\$ 58,751		\$ 58,751
Total Resources	\$ 24,044,269	\$ -	\$ 24,044,269
Requirements			
Policy and Administration	\$ -		\$ -
Community Development	\$ -		\$ -
Community Services	\$ -		\$ -
Public Works	\$ 8,139,852	\$ 100,000	\$ 8,239,852
Program Expenditures Total	\$ 8,139,852	\$ 100,000	\$ 8,239,852
Debt Service	\$ -		\$ -
Loans	\$ -		\$ -
Work-In-Progress	\$ -		\$ -
Transfers to Other Funds	\$ 5,735,926		\$ 5,735,926
Contingency	\$ 500,000	\$ (100,000)	\$ 400,000
Total Budget	\$ 14,375,778	\$ -	\$ 14,375,778
Reserve For Future Expenditure	\$ 9,668,491	\$ -	\$ 9,668,491
Total Requirements	\$ 24,044,269	\$ -	\$ 24,044,269

City of Tigard
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5. Purchase of replacement van-Public Works

The van used by staff in the Fleet Division was totalled. The city received a insurance check in the amount of \$14,868 that was used toward the purchase of the replacement van which costs \$27,000. A total of \$12,314 is being requested to go towards the purchase of the new vehicle. This action will increase recovered expenditures by \$14,868 and decrease contingency by \$12,314 in the Fleet/Property Management Fund. In turn, Public Works program expenditures will increase by \$27,000.

Fleet/Property Management Fund	Adopted Budget	Amendment	Revised Budget
Resources			
Beginning Fund Balance	\$ 86,512		\$ 86,512
Property Taxes	\$ -		\$ -
Franchise Fees	\$ -		\$ -
Licenses & Permits	\$ -		\$ -
Intergovernmental	\$ -		\$ -
Charges for Services	\$ 1,639,836		\$ 1,639,836
Fines & Forfeitures	\$ -		\$ -
Interest Earnings	\$ -		\$ -
Miscellaneous	\$ -	\$ 14,868	\$ 14,868
Other Financing Sources	\$ -		\$ -
Transfers In from Other Funds	\$ -		\$ -
Total Resources	\$ 1,726,348	\$ 14,868	\$ 1,741,216
Requirements			
Policy and Administration	\$ -		\$ -
Community Development	\$ -		\$ -
Community Services	\$ -		\$ -
Public Works	\$ 1,698,713	\$ 27,000	\$ 1,725,713
Program Expenditures Total	\$ 1,698,713	\$ 27,000	\$ 1,725,713
Debt Service	\$ -		\$ -
Loans	\$ -		\$ -
Work-In-Progress	\$ -		\$ -
Transfers to Other Funds	\$ -		\$ -
Contingency	\$ 25,000	\$ (12,132)	\$ 12,868
Total Budget	\$ 1,723,713	\$ 14,868	\$ 1,738,581
Reserve For Future Expenditure	\$ 2,635	\$ -	\$ 2,635
Total Requirements	\$ 1,726,348	\$ 14,868	\$ 1,741,216

**City of Tigard
FY 2014 First Qtr Supplemental Budget Amendment**

6. Consolidation of CIP projects 94011-Culvert Improvements: Walnut St. (Derry Dell/Fanno Cr.) and 96032-Johnson St. Waterline Replacement with 93010-Derry Dell Creek and Sewer Interceptor Relocation project.

After the adoption of the FY 2014 CIP, a couple of issues appeared regarding these projects. First, it was discovered that the Walnut Street culvert improvement project that was not completed last year was omitted from the CIP. Second, it was determined that the Johnson Street Waterline, and the above mentioned culvert project could be included in the Clean Water Service permit package for other agencies. By combining them with the related Derry Dell Sewer Relocation project, the permits and projects can be managed more efficiently. The following budget adjustments are being requested:

Sanitary Sewer - will show an increase in beginning fund balance by \$200,000 with an increase in transfers of \$455,000. Capital program expenditures will increase by \$655,000.

Stormwater Fund - will show an increase in beginning fund balance of \$120,000 with an equal increase in transfers out.

Water CIP - this fund will show a decrease in capital improvement program expenditures by \$285,000.

This action will also result in an increase in transfers by the same amount into the Sanitary Sewer Fund.

Gas Tax - this action will show an increase in beginning fund balance of \$50,000 with an increase in transfers to the Sanitary Sewer Fund.

Parks Bond - a reallocation of appropriation in the amount \$30,000 from the Park Land Development project is required. This action will have no impact on ending fund balance.

		Adopted Budget	Amendment	Revised Budget
Sanitary Sewer Fund				
Resources	Beginning Fund Balance	\$ 5,852,119	\$ 200,000	\$ 6,052,119
	Property Taxes	\$ -		\$ -
	Franchise Fees	\$ -		\$ -
	Licenses & Permits	\$ 433,800		\$ 433,800
	Intergovernmental	\$ -		\$ -
	Charges for Services	\$ 1,484,277		\$ 1,484,277
	Fines & Forfeitures	\$ -		\$ -
	Interest Earnings	\$ 100,333		\$ 100,333
	Miscellaneous	\$ 128,788		\$ 128,788
	Other Financing Sources	\$ -		\$ -
	Transfers In from Other Funds	\$ 936,000	\$ 455,000	\$ 1,391,000
	Total Resources	\$ 8,935,317	\$ 655,000	\$ 9,590,317
Requirements	Policy and Administration	\$ -		\$ -
	Community Development	\$ -		\$ -
	Community Services	\$ -		\$ -
	Public Works	\$ 1,973,373		\$ 1,973,373
	Program Expenditures Total	\$ 1,973,373	\$ -	\$ 1,973,373
	Debt Service	\$ -		\$ -
	Loans	\$ -		\$ -
	Work-In-Progress	\$ 4,944,653	\$ 655,000	\$ 5,599,653
	Transfers to Other Funds	\$ 230,149		\$ 230,149
	Contingency	\$ 400,000		\$ 400,000
	Total Budget	\$ 7,548,175	\$ 655,000	\$ 8,203,175
	Reserve For Future Expenditure	\$ 1,387,142	\$ -	\$ 1,387,142
	Total Requirements	\$ 8,935,317	\$ 655,000	\$ 9,590,317

**City of Tigard
FY 2014 First Qtr Supplemental Budget Amendment**

6. Consolidation of CIP projects 94011-Culvert Improvements: Walnut St. (Derry Dell/Fanno Cr.) and 96032-Johnson St. Waterline Replacement with 93010-Derry Dell Creek and Sewer Interceptor Relocation project.

After the adoption of the FY 2014 CIP, a couple of issues appeared regarding these projects. First, it was discovered that the Walnut Street culvert improvement project that was not completed last year was omitted from the CIP. Second, it was determined that the Johnson Street Waterline, and the above mentioned culvert project could be included in the Clean Water Service permit package for other agencies. By combining them with the related Derry Dell Sewer Relocation project, the permits and projects can be managed more efficiently. The following budget adjustments are being requested:

Sanitary Sewer - will show an increase in beginning fund balance by \$200,000 with an increase in transfers of \$455,000. Capital program expenditures will increase by \$655,000.

Stormwater Fund - will show an increase in beginning fund balance of \$120,000 with an equal increase in transfers out.

Water CIP - this fund will show a decrease in capital improvement program expenditures by \$285,000.

This action will also result in an increase in transfers by the same amount into the Sanitary Sewer Fund.

Gas Tax - this action will show an increase in beginning fund balance of \$50,000 with an increase in transfers to the Sanitary Sewer Fund.

Parks Bond - a reallocation of appropriation in the amount \$30,000 from the Park Land Development project is required. This action will have no impact on ending fund balance.

		Adopted Budget	Amendment	Revised Budget
Stormwater Fund				
Resources	Beginning Fund Balance	\$ 2,396,647	\$ 120,000	\$ 2,516,647
	Property Taxes	\$ -		\$ -
	Franchise Fees	\$ -		\$ -
	Licenses & Permits	\$ -		\$ -
	Intergovernmental	\$ -		\$ -
	Charges for Services	\$ 2,053,830		\$ 2,053,830
	Fines & Forfeitures	\$ -		\$ -
	Interest Earnings	\$ 7,936		\$ 7,936
	Miscellaneous	\$ -		\$ -
	Other Financing Sources	\$ -		\$ -
	Transfers In from Other Funds	\$ -		\$ -
	Total Resources	\$ 4,458,413	\$ 120,000	\$ 4,578,413
Requirements	Policy and Administration	\$ -		\$ -
	Community Development	\$ -		\$ -
	Community Services	\$ -		\$ -
	Public Works	\$ 1,442,387		\$ 1,442,387
	Program Expenditures Total	\$ 1,442,387	\$ -	\$ 1,442,387
	Debt Service	\$ -		\$ -
	Loans	\$ -		\$ -
	Work-In-Progress	\$ 1,165,375		\$ 1,165,375
	Transfers to Other Funds	\$ 478,916	\$ 120,000	\$ 598,916
	Contingency	\$ 100,000		\$ 100,000
	Total Budget	\$ 3,186,678	\$ 120,000	\$ 3,306,678
	Reserve For Future Expenditure	\$ 1,271,735	\$ -	\$ 1,271,735
	Total Requirements	\$ 4,458,413	\$ 120,000	\$ 4,578,413

**City of Tigard
FY 2014 First Qtr Supplemental Budget Amendment**

6. Consolidation of CIP projects 94011-Culvert Improvements: Walnut St. (Derry Dell/Fanno Cr.) and 96032-Johnson St. Waterline Replacement with 93010-Derry Dell Creek and Sewer Interceptor Relocation project.

After the adoption of the FY 2014 CIP, a couple of issues appeared regarding these projects. First, it was discovered that the Walnut Street culvert improvement project that was not completed last year was omitted from the CIP. Second, it was determined that the Johnson Street Waterline, and the above mentioned culvert project could be included in the Clean Water Service permit package for other agencies. By combining them with the related Derry Dell Sewer Relocation project, the permits and projects can be managed more efficiently.

The following budget adjustments are being requested:

Sanitary Sewer - will show an increase in beginning fund balance by \$200,000 with an increase in transfers of \$455,000. Capital program expenditures will increase by \$655,000.

Stormwater Fund - will show an increase in beginning fund balance of \$120,000 with an equal increase in transfers out.

Water CIP - this fund will show a decrease in capital improvement program expenditures by \$285,000.

This action will also result in an increase in transfers by the same amount into the Sanitary Sewer Fund.

Gas Tax - this action will show an increase in beginning fund balance of \$50,000 with an increase in transfers to the Sanitary Sewer Fund.

Parks Bond - a reallocation of appropriation in the amount \$30,000 from the Park Land Development project is required. This action will have no impact on ending fund balance.

	Adopted Budget	Amendment	Revised Budget
Water CIP Fund			
Resources			
Beginning Fund Balance	\$ 84,231,728		\$ 84,231,728
Property Taxes	\$ -		\$ -
Franchise Fees	\$ -		\$ -
Licenses & Permits	\$ -		\$ -
Intergovernmental	\$ -		\$ -
Charges for Services	\$ -		\$ -
Fines & Forfeitures	\$ -		\$ -
Interest Earnings	\$ 13,096		\$ 13,096
Miscellaneous	\$ -		\$ -
Other Financing Sources	\$ -		\$ -
Transfers In from Other Funds	\$ 702,443		\$ 702,443
Total Resources	\$ 84,947,267	\$ -	\$ 84,947,267
Requirements			
Policy and Administration	\$ -		\$ -
Community Development	\$ -		\$ -
Community Services	\$ -		\$ -
Public Works	\$ -		\$ -
Program Expenditures Total	\$ -	\$ -	\$ -
Debt Service	\$ -		\$ -
Loans	\$ -		\$ -
Work-In-Progress	\$ 75,862,443	\$ (285,000)	\$ 75,577,443
Transfers to Other Funds	\$ 546,672	\$ 285,000	\$ 831,672
Contingency	\$ -		\$ -
Total Budget	\$ 76,409,115	\$ -	\$ 76,409,115
Reserve For Future Expenditure	\$ 8,538,152	\$ -	\$ 8,538,152
Total Requirements	\$ 84,947,267	\$ -	\$ 84,947,267

**City of Tigard
FY 2014 First Qtr Supplemental Budget Amendment**

6. Consolidation of CIP projects 94011-Culvert Improvements: Walnut St. (Derry Dell/Fanno Cr.) and 96032-Johnson St. Waterline Replacement with 93010-Derry Dell Creek and Sewer Interceptor Relocation project.

After the adoption of the FY 2014 CIP, a couple of issues appeared regarding these projects. First, it was discovered that the Walnut Street culvert improvement project that was not completed last year was omitted from the CIP. Second, it was determined that the Johnson Street Waterline, and the above mentioned culvert project could be included in the Clean Water Service permit package for other agencies. By combining them with the related Derry Dell Sewer Relocation project, the permits and projects can be managed more efficiently.

The following budget adjustments are being requested:

Sanitary Sewer - will show an increase in beginning fund balance by \$200,000 with an increase in transfers of \$455,000. Capital program expenditures will increase by \$655,000.

Stormwater Fund - will show an increase in beginning fund balance of \$120,000 with an equal increase in transfers out.

Water CIP - this fund will show a decrease in capital improvement program expenditures by \$285,000.

This action will also result in an increase in transfers by the same amount into the Sanitary Sewer Fund.

Gas Tax - this action will show an increase in beginning fund balance of \$50,000 with an increase in transfers to the Sanitary Sewer Fund.

Parks Bond - a reallocation of appropriation in the amount \$30,000 from the Park Land Development project is required. This action will have no impact on ending fund balance.

	Adopted Budget	Amendment	Revised Budget
Gas Tax Fund			
Resources			
Beginning Fund Balance	\$ 1,476,663	\$ 50,000	\$ 1,526,663
Property Taxes	\$ -		\$ -
Franchise Fees	\$ -		\$ -
Licenses & Permits	\$ 2,602		\$ 2,602
Intergovernmental	\$ 3,746,852		\$ 3,746,852
Charges for Services	\$ -		\$ -
Fines & Forfeitures	\$ -		\$ -
Interest Earnings	\$ 55,732		\$ 55,732
Miscellaneous	\$ 60,297		\$ 60,297
Other Financing Sources	\$ -		\$ -
Transfers In from Other Funds	\$ 100,000		\$ 100,000
Total Resources	\$ 5,442,146	\$ 50,000	\$ 5,492,146
Requirements			
Policy and Administration	\$ -		\$ -
Community Development	\$ -		\$ -
Community Services	\$ -		\$ -
Public Works	\$ 2,244,308		\$ 2,244,308
Program Expenditures Total	\$ 2,244,308	\$ -	\$ 2,244,308
Debt Service	\$ 606,378		\$ 606,378
Loans	\$ -		\$ -
Work-In-Progress	\$ -		\$ -
Transfers to Other Funds	\$ 2,554,452	\$ 50,000	\$ 2,604,452
Contingency	\$ 35,000		\$ 35,000
Total Budget	\$ 5,440,138	\$ 50,000	\$ 5,490,138
Reserve For Future Expenditure	\$ 2,008	\$ -	\$ 2,008
Total Requirements	\$ 5,442,146	\$ 50,000	\$ 5,492,146

**City of Tigard
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7. Main Street Sewer/Fanno Creek Crossing

An additional appropriation of \$225,000 is being requested for this project. Of this amount, \$45,000 is required for purchase of the easement that was not completed last year. As a result, beginning fund balance will increase by \$45,000. In addition, a total of \$180,000 is being requested to be used for construction along with project and construction management costs. This action will decrease contingency by \$180,000 in the Sanitary Sewer Fund. In turn, total capital improvement program expenditures will increase by \$225,000.

		Adopted Budget	Amendment	Revised Budget
Sanitary Sewer Fund				
Resources	Beginning Fund Balance	\$ 5,852,119	\$ 45,000	\$ 5,897,119
	Property Taxes	\$ -		\$ -
	Franchise Fees	\$ -		\$ -
	Licenses & Permits	\$ 433,800		\$ 433,800
	Intergovernmental	\$ -		\$ -
	Charges for Services	\$ 1,484,277		\$ 1,484,277
	Fines & Forfeitures	\$ -		\$ -
	Interest Earnings	\$ 100,333		\$ 100,333
	Miscellaneous	\$ 128,788		\$ 128,788
	Other Financing Sources	\$ -		\$ -
	Transfers In from Other Funds	\$ 936,000		\$ 936,000
	Total Resources	\$ 8,935,317	\$ 45,000	\$ 8,980,317
Requirements	Policy and Administration	\$ -		\$ -
	Community Development	\$ -		\$ -
	Community Services	\$ -		\$ -
	Public Works	\$ 1,973,373		\$ 1,973,373
	Program Expenditures Total	\$ 1,973,373	\$ -	\$ 1,973,373
	Debt Service	\$ -		\$ -
	Loans	\$ -		\$ -
	Work-In-Progress	\$ 4,944,653	\$ 225,000	\$ 5,169,653
	Transfers to Other Funds	\$ 230,149		\$ 230,149
	Contingency	\$ 400,000	\$ (180,000)	\$ 220,000
	Total Budget	\$ 7,548,175	\$ 45,000	\$ 7,593,175
	Reserve For Future Expenditure	\$ 1,387,142	\$ -	\$ 1,387,142
	Total Requirements	\$ 8,935,317	\$ 45,000	\$ 8,980,317

8. Parks CIP Adjustments for 92021-Potso Dog Park, 92048-Summer Lake Improvements, & 92027-Park Land Development Projects

A total of \$240,000 is being requested in order to complete the improvements at Potso Dog Park and Summer Lake.

This action will be funded by reallocating appropriations from the Park Land Development project which has no impact on appropriations.

(See Exhibit B)

City of Tigard
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9. Ash Street Crossing Study

Additional appropriation is requested in order to complete the design and modeling study tied to the Tiedeman/Greenburg Rd./North Dakota Intersection Improvements. This action will result in a decrease of beginning fund balance by \$50,000 in the Traffic Impact Fee Fund. In addition, transfers will increase and capital improvement program expenditures will increase by \$50,000.

	Adopted Budget	Amendment	Revised Budget
Traffic Impact Fee Fund			
Resources			
Beginning Fund Balance	\$ 772,454	\$ 50,000	\$ 822,454
Property Taxes	\$ -		\$ -
Franchise Fees	\$ -		\$ -
Licenses & Permits	\$ -		\$ -
Intergovernmental	\$ -		\$ -
Charges for Services	\$ -		\$ -
Fines & Forfeitures	\$ -		\$ -
Interest Earnings	\$ 4,000		\$ 4,000
Miscellaneous	\$ -		\$ -
Other Financing Sources	\$ -		\$ -
Transfers In from Other Funds	\$ -		\$ -
Total Resources	\$ 776,454	\$ 50,000	\$ 826,454
Requirements			
Policy and Administration	\$ -		\$ -
Community Development	\$ -		\$ -
Community Services	\$ -		\$ -
Public Works	\$ -		\$ -
Program Expenditures Total	\$ -	\$ -	\$ -
Debt Service	\$ -		\$ -
Loans	\$ -		\$ -
Work-In-Progress	\$ -		\$ -
Transfers to Other Funds	\$ 768,307	\$ 50,000	\$ 818,307
Contingency	\$ 8,147		\$ 8,147
Total Budget	\$ 776,454	\$ 50,000	\$ 826,454
Reserve For Future Expenditure	\$ -	\$ -	\$ -
Total Requirements	\$ 776,454	\$ 50,000	\$ 826,454

City of Tigard
FY 2014 First Qtr Supplemental Budget Amendment

9. Ash Street Crossing Study

Additional appropriation is requested in order to complete the design and modeling study tied to the Tiedeman/Greenburg Rd./North Dakota Intersection Improvements. This action will result in a decrease of beginning fund balance by \$50,000 in the Traffic Impact Fee Fund. In addition, transfers will increase and capital improvement program expenditures will increase by \$50,000.

	Adopted Budget	Amendment	Revised Budget
Transportation CIP Fund			
Resources			
Beginning Fund Balance	\$ 200,369		\$ 200,369
Property Taxes	\$ -		\$ -
Franchise Fees	\$ -		\$ -
Licenses & Permits	\$ -		\$ -
Intergovernmental	\$ -		\$ -
Charges for Services	\$ -		\$ -
Fines & Forfeitures	\$ -		\$ -
Interest Earnings	\$ -		\$ -
Miscellaneous	\$ -		\$ -
Other Financing Sources	\$ -		\$ -
Transfers In from Other Funds	\$ 5,677,081	\$ 50,000	\$ 5,727,081
Total Resources	\$ 5,877,450	\$ 50,000	\$ 5,927,450
Requirements			
Policy and Administration	\$ -		\$ -
Community Development	\$ -		\$ -
Community Services	\$ -		\$ -
Public Works	\$ -		\$ -
Program Expenditures Total	\$ -	\$ -	\$ -
Debt Service	\$ -		\$ -
Loans	\$ -		\$ -
Work-In-Progress	\$ 5,677,081	\$ 50,000	\$ 5,727,081
Transfers to Other Funds	\$ -		\$ -
Contingency	\$ -		\$ -
Total Budget	\$ 5,677,081	\$ 50,000	\$ 5,727,081
Reserve For Future Expenditure	\$ 200,369	\$ -	\$ 200,369
Total Requirements	\$ 5,877,450	\$ 50,000	\$ 5,927,450

City of Tigard
FY 2014 First Qtr Supplemental Budget Amendment

10. Capital Improvement Program-Sanitary Sewer Major Maintenance Program

A total of \$100,000 is being requested for the repair of the sewer at Red Rock Creek that was not completed last year due to permitting issues. This action will increase the beginning fund balance by \$100,000 in Sanitary Sewer with an equal increase in capital expenditures program.

		Adopted Budget	Amendment	Revised Budget
Sanitary Sewer Fund				
Resources	Beginning Fund Balance	\$ 5,852,119	\$ 100,000	\$ 5,952,119
	Property Taxes	\$ -		\$ -
	Franchise Fees	\$ -		\$ -
	Licenses & Permits	\$ 433,800		\$ 433,800
	Intergovernmental	\$ -		\$ -
	Charges for Services	\$ 1,484,277		\$ 1,484,277
	Fines & Forfeitures	\$ -		\$ -
	Interest Earnings	\$ 100,333		\$ 100,333
	Miscellaneous	\$ 128,788		\$ 128,788
	Other Financing Sources	\$ -		\$ -
	Transfers In from Other Funds	\$ 936,000		\$ 936,000
	Total Resources	\$ 8,935,317	\$ 100,000	\$ 9,035,317
Requirements	Policy and Administration	\$ -		\$ -
	Community Development	\$ -		\$ -
	Community Services	\$ -		\$ -
	Public Works	\$ 1,973,373		\$ 1,973,373
	Program Expenditures Total	\$ 1,973,373	\$ -	\$ 1,973,373
	Debt Service	\$ -		\$ -
	Loans	\$ -		\$ -
	Work-In-Progress	\$ 4,944,653	\$ 100,000	\$ 5,044,653
	Transfers to Other Funds	\$ 230,149		\$ 230,149
	Contingency	\$ 400,000		\$ 400,000
	Total Budget	\$ 7,548,175	\$ 100,000	\$ 7,648,175
	Reserve For Future Expenditure	\$ 1,387,142	\$ -	\$ 1,387,142
	Total Requirements	\$ 8,935,317	\$ 100,000	\$ 9,035,317

**City of Tigard
FY 2014 First Qtr Supplemental Budget Amendment**

11. Capital Improvement Program-Waterline Restoration: Black Bull Property

A total of \$50,000 is being requested to complete design and construction to restore the waterline on the Black Bull property off of North Dakota Street due to illegal excavation. The result will show a decrease in contingency in the Water Fund by \$50,000. Transfers will increase with an increase in capital program expenditures of \$50,000 in the Water CIP Fund.

Water Fund	Adopted	Amendment	Revised
Resources	Budget		Budget
Beginning Fund Balance	\$ 9,701,503		\$ 9,701,503
Property Taxes	\$ -		\$ -
Franchise Fees	\$ -		\$ -
Licenses & Permits	\$ 13,202		\$ 13,202
Intergovernmental	\$ -		\$ -
Charges for Services	\$ 14,240,169		\$ 14,240,169
Fines & Forfeitures	\$ -		\$ -
Interest Earnings	\$ 30,644		\$ 30,644
Miscellaneous	\$ -		\$ -
Other Financing Sources	\$ -		\$ -
Transfers In from Other Funds	\$ 58,751		\$ 58,751
Total Resources	\$ 24,044,269	\$ -	\$ 24,044,269
Requirements			
Policy and Administration	\$ -		\$ -
Community Development	\$ -		\$ -
Community Services	\$ -		\$ -
Public Works	\$ 8,139,852		\$ 8,139,852
Program Expenditures Total	\$ 8,139,852	\$ -	\$ 8,139,852
Debt Service	\$ -		\$ -
Loans	\$ -		\$ -
Work-In-Progress	\$ -		\$ -
Transfers to Other Funds	\$ 5,735,926	\$ 50,000	\$ 5,785,926
Contingency	\$ 500,000	\$ (50,000)	\$ 450,000
Total Budget	\$ 14,375,778	\$ -	\$ 14,375,778
Reserve For Future Expenditure	\$ 9,668,491	\$ -	\$ 9,668,491
Total Requirements	\$ 24,044,269	\$ -	\$ 24,044,269

**City of Tigard
FY 2014 First Qtr Supplemental Budget Amendment**

11. Capital Improvement Program-Waterline Restoration: Black Bull Property

A total of \$50,000 is being requested to complete design and construction to restore the waterline on the Black Bull property off of North Dakota Street due to illegal excavation. The result will show a decrease in contingency in the Water Fund by \$50,000. Transfers will increase with an increase in capital program expenditures of \$50,000 in the Water CIP Fund.

Water CIP Fund	Adopted		Revised
Resources	Budget	Amendment	Budget
Beginning Fund Balance	\$ 84,231,728		\$ 84,231,728
Property Taxes	\$ -		\$ -
Franchise Fees	\$ -		\$ -
Licenses & Permits	\$ -		\$ -
Intergovernmental	\$ -		\$ -
Charges for Services	\$ -		\$ -
Fines & Forfeitures	\$ -		\$ -
Interest Earnings	\$ 13,096		\$ 13,096
Miscellaneous	\$ -		\$ -
Other Financing Sources	\$ -		\$ -
Transfers In from Other Funds	\$ 702,443	\$ 50,000	\$ 752,443
Total Resources	\$ 84,947,267	\$ 50,000	\$ 84,997,267
Requirements			
Policy and Administration	\$ -		\$ -
Community Development	\$ -		\$ -
Community Services	\$ -		\$ -
Public Works	\$ -		\$ -
Program Expenditures Total	\$ -	\$ -	\$ -
Debt Service	\$ -		\$ -
Loans	\$ -		\$ -
Work-In-Progress	\$ 75,862,443	\$ 50,000	\$ 75,912,443
Transfers to Other Funds	\$ 546,672		\$ 546,672
Contingency	\$ -		\$ -
Total Budget	\$ 76,409,115	\$ 50,000	\$ 76,459,115
Reserve For Future Expenditure	\$ 8,538,152	\$ -	\$ 8,538,152
Total Requirements	\$ 84,947,267	\$ 50,000	\$ 84,997,267

**City of Tigard
FY 2014 First Qtr Supplemental Budget Amendment**

12. Fanno Creek Trail-Main Street to Grant Avenue

The FY 2014 Adopted Budget reflects a total project cost of \$491,000 which includes funding from the City Center Development Agency (CCDA). An additional \$170,000 of appropriations is being requested to complete permitting and construction on this project.

In FY 2013, the Parks & Recreation Advisory Board approved a total of \$100,000 to be used for construction of the trail. This action will result in a reallocation of \$100,000 of Park Bond proceeds from the generic project 92027-Park Land Development with no impact on appropriation. In addition, \$50,000 of Gas Tax Funds will be reallocated from 95027-Citywide Pedestrian/Cyclist Improvement project.

This action will have no impact on appropriations. Lastly, CCDA will be contributing an additional \$20,000 for purchase and installation of lighting the trail. This amount will have no affect on CCDA appropriations as it will be reallocated from another project.

(See Exhibit B)

	Adopted Budget	Amendment	Revised Budget
Transportation CIP Fund			
Resources			
Beginning Fund Balance	\$ 200,369		\$ 200,369
Property Taxes	\$ -		\$ -
Franchise Fees	\$ -		\$ -
Licenses & Permits	\$ -		\$ -
Intergovernmental	\$ -		\$ -
Charges for Services	\$ -		\$ -
Fines & Forfeitures	\$ -		\$ -
Interest Earnings	\$ -		\$ -
Miscellaneous	\$ -		\$ -
Other Financing Sources	\$ -		\$ -
Transfers In from Other Funds	\$ 5,677,081	\$ (50,000)	\$ 5,627,081
Total Resources	\$ 5,877,450	\$ (50,000)	\$ 5,827,450
Requirements			
Policy and Administration	\$ -		\$ -
Community Development	\$ -		\$ -
Community Services	\$ -		\$ -
Public Works	\$ -		\$ -
Program Expenditures Total	\$ -	\$ -	\$ -
Debt Service	\$ -		\$ -
Loans	\$ -		\$ -
Work-In-Progress	\$ 5,677,081	\$ (50,000)	\$ 5,627,081
Transfers to Other Funds	\$ -		\$ -
Contingency	\$ -		\$ -
Total Budget	\$ 5,677,081	\$ (50,000)	\$ 5,627,081
Reserve For Future Expenditure	\$ 200,369	\$ -	\$ 200,369
Total Requirements	\$ 5,877,450	\$ (50,000)	\$ 5,827,450

**City of Tigard
FY 2014 First Qtr Supplemental Budget Amendment**

12. Fanno Creek Trail-Main Street to Grant Avenue

The FY 2014 Adopted Budget reflects a total project cost of \$491,000 which includes funding from the City Center Development Agency (CCDA). An additional \$170,000 of appropriations is being requested to complete permitting and construction on this project.

In FY 2013, the Parks & Recreation Advisory Board approved a total of \$100,000 to be used for construction of the trail. This action will result in a reallocation of \$100,000 of Park Bond proceeds from the generic project 92027-Park Land Development with no impact on appropriation. In addition, \$50,000 of Gas Tax Funds will be reallocated from 95027-Citywide Pedestrian/Cyclist Improvement project.

This action will have no impact on appropriations. Lastly, CCDA will be contributing an additional \$20,000 for purchase and installation of lighting the trail. This amount will have no affect on CCDA appropriations as it will be reallocated from another project.

(See Exhibit B)

	Adopted Budget	Amendment	Revised Budget
Parks Capital Fund Resources			
Beginning Fund Balance	\$ 139,479		\$ 139,479
Property Taxes	\$ -		\$ -
Franchise Fees	\$ -		\$ -
Licenses & Permits	\$ -		\$ -
Intergovernmental	\$ 163,074		\$ 163,074
Charges for Services	\$ -		\$ -
Fines & Forfeitures	\$ -		\$ -
Interest Earnings	\$ 3,015		\$ 3,015
Miscellaneous	\$ -		\$ -
Other Financing Sources	\$ -		\$ -
Transfers In from Other Funds	\$ 7,421,573	\$ 50,000	\$ 7,471,573
Total Resources	\$ 7,727,141	\$ 50,000	\$ 7,777,141
Requirements			
Policy and Administration	\$ -		\$ -
Community Development	\$ -		\$ -
Community Services	\$ -		\$ -
Public Works	\$ -		\$ -
Program Expenditures Total	\$ -	\$ -	\$ -
Debt Service	\$ -		\$ -
Loans	\$ -		\$ -
Work-In-Progress	\$ 7,584,647	\$ 50,000	\$ 7,634,647
Transfers to Other Funds	\$ 100,397		\$ 100,397
Contingency	\$ -		\$ -
Total Budget	\$ 7,685,044	\$ 50,000	\$ 7,735,044
Reserve For Future Expenditure	\$ 42,097	\$ -	\$ 42,097
Total Requirements	\$ 7,727,141	\$ 50,000	\$ 7,777,141

92021 - Potso Dog Park Improvements

This project was added after the FY 2013-14 budget was adopted. Money to fund this project is being transferred from Project 92027 - Park Land Development, which is appropriated as a generic project and is allocated out as projects are identified during the fiscal year. Improvements to Potso Dog Park include a paved parking lot and stormwater improvements.

	Original Budget 2014	This change	New Budget 2014	2015	Projected Total
External Expenses					
Construction	0	120,000	120,000	0	120,000
Total	0	120,000	120,000	0	120,000
Internal Expenses					
Project Management	0	20,000	20,000	0	20,000
Design and Engineering	0	0	0	0	0
Construction Management	0	20,000	20,000	0	20,000
Total	0	40,000	40,000	0	40,000
Total Project Expense	0	160,000	160,000	0	160,000
Revenue Funding Source					
Parks Bond*	0	85,000	85,000	0	85,000
Parks SDC*	0	75,000	75,000	0	75,000
Total Project Revenues	0	160,000	160,000	0	160,000
Other Revenue Source					
	0	0	0	0	0
Total Other Revenues	0	0	0	0	0

*Funding reallocated from 92027-Park Land Development. There is no impact on appropriations.

92048 - Summer Lake Improvements

This project was added after the FY 2013-14 budget was adopted. Money to fund this project is being transferred from Project 92027 - Park Land Development, which is appropriated as a generic project and is allocated out as projects are identified during the fiscal year. The construction of new restrooms are to be provided to this park.

	Original Budget 2014	This change	New Budget 2014	2015	Projected Total
External Expenses					
Construction	0	60,000	60,000	0	60,000
Total	0	60,000	60,000	0	60,000
Internal Expenses					
Project Management	0	20,000	20,000	0	20,000
Design and Engineering	0	40,000	40,000	0	40,000
Construction Management	0	20,000	20,000	0	20,000
Total	0	80,000	80,000	0	80,000
Total Project Expense	0	140,000	140,000	0	140,000
Revenue Funding Source					
Parks Bond*	0	140,000	140,000	0	140,000
Parks SDC	0	0	0		0
Total Project Revenues	0	140,000	140,000	0	140,000
Other Revenue Source					
	0	0	0	0	0
Total Other Revenues	0	0	0	0	0

*Funding reallocated from 92027-Park Land Development. There is no impact on appropriations.

92027 - Park Land Development

The project 92027 - Park Land Development is appropriated as a generic project and is allocated out as projects are identified during the fiscal year. Funding is allocated for Potso Dog Park, Summer Lake Park, and Derry Dell Creek and Sewer Interceptor Relocation projects.

	Original Budget 2014	This change	2014	2015	Projected Total
External Expenses					
Construction	468,075	(330,000)	138,075	-	138,075
Design and Engineering	143,543	-	143,543	-	143,543
Public Involvement	12,482	-	12,482	-	12,482
Total	624,100	(330,000)	294,100	-	294,100
Internal Expenses					
Construction Management	82,950	-	82,950	-	82,950
Project Management	82,950	-	82,950	-	82,950
Total	165,900	-	165,900	-	165,900
Total Project Expense	790,000	(330,000)	460,000	-	460,000
Revenue Funding Source					
Parks SDC	475,000	(135,000)	340,000	-	340,000
Parks Bond	315,000	(195,000)	120,000	-	120,000
Total Project Revenues	790,000	(330,000)	460,000	-	460,000

Funding reallocated to the following projects with no impact on appropriations:

\$ 160,000 Potso Dog Park (Split 85,000 from Bond and 75,000 from SDC)

\$ 140,000 Summer Lake restrooms

\$ 30,000 Derry Dell Creek & Sewer Interceptor Relocation

92024 - Fanno Creek Trail-Main Street to Grant Ave

This project includes the installation of a trail from Main Street to Grant Avenue. This trail is a key part of the larger Fanno Creek Regional Trail System from Portland to Tualatin. The funding provided is for permitting and construction. Construction on this project is expected to be completed in FY 2014.

	Original Budget 2014	This change	2014	2015	Projected Total
External Expenses					
Construction	410,380	118,437	528,817	-	528,817
Design and Engineering	-	51,563	51,563	-	51,563
Public Involvement	-	-	-	-	-
Total	410,380	170,000	580,380	-	580,380
Internal Expenses					
Construction Management	40,310	-	40,310	-	40,310
Project Management	40,310	-	40,310	-	40,310
Total	80,620	-	80,620	-	80,620
Total Project Expense	491,000	170,000	661,000	-	661,000
Revenue Funding Source					
Parks Bond	-	100,000	100,000	-	100,000
Stormwater Fund	69,000	-	69,000	-	69,000
Sewer Fund	82,000	-	82,000	-	82,000
Parks SDC	143,000	-	143,000	-	143,000
Gas Tax Fund	-	50,000	50,000	-	50,000
Total Revenue Funding	294,000	150,000	444,000	-	444,000
Metro Greenspace	127,000	-	127,000	-	127,000
CCDA	70,000	20,000	90,000	-	90,000
Total Other Funding	197,000	20,000	217,000	-	217,000
Total Revenues	491,000	170,000	661,000	-	661,000

95027 - Citywide Pedestrian & Cyclist Improvements

This program allows the addition of sidewalks, bike lanes, short trail connections, and related facilities in order to link key gaps in the city's pedestrian and bicycle systems. This program also provides funding for the pedestrian amenities on major capital projects.

	Original Budget 2014	This change	2014	Projected Total
External Expenses				
Land/ROW	50,000	(50,000)	-	-
Construction	-	-	-	-
Design and Engineering	20,000	-	20,000	20,000
Public Involvement	-	-	-	-
Total	70,000	(50,000)	20,000	20,000
Internal Expenses				
Construction Management	-	-	-	-
Project Management	10,000	-	10,000	10,000
Total	10,000	-	10,000	10,000
Total Project Expense	80,000	(50,000)	30,000	30,000
Revenue Funding Source				
Gas Tax Fund	80,000	(50,000)	30,000	30,000
Total Project Revenues	80,000	(50,000)	30,000	30,000

Affected City Funds Resources	Adopted Budget	Amendment	Q1 Revised Budget
Beginning Fund Balance	\$ 113,213,675	\$ 565,000	\$ 113,778,675
Property Taxes	\$ 13,020,535	\$ -	\$ 13,020,535
Franchise Fees	\$ 5,601,400	\$ -	\$ 5,601,400
Special Assessments	\$ 120,000	\$ -	\$ 120,000
Licenses & Permits	\$ 1,381,359	\$ -	\$ 1,381,359
Intergovernmental	\$ 9,485,307	\$ 33,643	\$ 9,518,950
Charges for Services	\$ 28,399,393	\$ -	\$ 28,399,393
Fines & Forfeitures	\$ 1,098,783	\$ -	\$ 1,098,783
Interest Earnings	\$ 319,071	\$ -	\$ 319,071
Miscellaneous	\$ 213,987	\$ 14,868	\$ 228,855
Other Financing Sources	\$ 361,000	\$ -	\$ 361,000
Transfers In from Other Funds	\$ 15,757,053	\$ 634,337	\$ 16,391,390
Total Resources	\$ 188,971,563	\$ 1,247,848	\$ 190,219,411
Requirements			
Policy and Administration	\$ 7,297,024	\$ 79,337	\$ 7,376,361
Community Development	\$ 3,094,988	\$ (71,040)	\$ 3,023,948
Community Services	\$ 20,048,141	\$ 33,643	\$ 20,081,784
Public Works	\$ 20,895,015	\$ 198,040	\$ 21,093,055
Program Expenditures Total	\$ 51,335,168	\$ 239,980	\$ 51,575,148
Debt Service	\$ 606,378	\$ -	\$ 606,378
Loans	\$ 361,000	\$ -	\$ 361,000
Work-In-Progress	\$ 95,234,199	\$ 795,000	\$ 96,029,199
Transfers to Other Funds	\$ 11,331,111	\$ 555,000	\$ 11,886,111
Contingency	\$ 2,608,147	\$ (342,132)	\$ 2,266,015
Total Budget	\$ 161,476,003	\$ 1,247,848	\$ 162,723,851
Reserve For Future Expenditure	\$ 27,495,560	\$ -	\$ 27,495,560
Total Requirements	\$ 188,971,563	\$ 1,247,848	\$ 190,219,411

Reference Budget Items: 2, 3

General Fund Resources	Adopted Budget		Amendment	Revised Budget	
Beginning Fund Balance	\$	8,156,853	\$	-	\$ 8,156,853
Property Taxes	\$	13,020,535	\$	-	\$ 13,020,535
Franchise Fees	\$	5,601,400	\$	-	\$ 5,601,400
Special Assessments	\$	-	\$	-	\$ -
Licenses & Permits	\$	900,135	\$	-	\$ 900,135
Intergovernmental	\$	5,575,381	\$	33,643	\$ 5,609,024
Charges for Services	\$	3,230,653	\$	-	\$ 3,230,653
Fines & Forfeitures	\$	1,098,783	\$	-	\$ 1,098,783
Interest Earnings	\$	103,722	\$	-	\$ 103,722
Miscellaneous	\$	24,902	\$	-	\$ 24,902
Other Financing Sources	\$	361,000	\$	-	\$ 361,000
Transfers In from Other Funds	\$	-	\$	-	\$ -
Total Resources	\$	38,073,364	\$	33,643	\$ 38,107,007
Requirements					
Policy and Administration	\$	802,516	\$	-	\$ 802,516
Community Development	\$	3,094,988	\$	(71,040)	\$ 3,023,948
Community Services	\$	20,048,141	\$	33,643	\$ 20,081,784
Public Works	\$	5,396,382	\$	71,040	\$ 5,467,422
Program Expenditures Total	\$	29,342,027	\$	33,643	\$ 29,375,670
Debt Service	\$	-	\$	-	\$ -
Loans	\$	361,000	\$	-	\$ 361,000
Work-In-Progress	\$	-	\$	-	\$ -
Transfers to Other Funds	\$	916,292	\$	-	\$ 916,292
Contingency	\$	1,200,000	\$	-	\$ 1,200,000
Total Budget	\$	31,819,319	\$	33,643	\$ 31,852,962
Reserve For Future Expenditure	\$	6,254,045	\$	-	\$ 6,254,045
Total Requirements	\$	38,073,364	\$	33,643	\$ 38,107,007

Reference Budget Items: 1

	Adopted Budget	Amendment	Revised Budget
Central Service Fund			
Resources			
Beginning Fund Balance	\$ 199,348	\$ -	\$ 199,348
Property Taxes	\$ -	\$ -	\$ -
Franchise Fees	\$ -	\$ -	\$ -
Licenses & Permits	\$ 31,620	\$ -	\$ 31,620
Intergovernmental	\$ -	\$ -	\$ -
Charges for Services	\$ 5,750,628	\$ -	\$ 5,750,628
Fines & Forfeitures	\$ -	\$ -	\$ -
Interest Earnings	\$ 593	\$ -	\$ 593
Miscellaneous	\$ -	\$ -	\$ -
Other Financing Sources	\$ -	\$ -	\$ -
Transfers In from Other Funds	\$ 861,205	\$ 79,337	\$ 940,542
Total Resources	\$ 6,843,394	\$ 79,337	\$ 6,922,731
Requirements			
Policy and Administration	\$ 6,494,508	\$ 79,337	\$ 6,573,845
Community Development	\$ -	\$ -	\$ -
Community Services	\$ -	\$ -	\$ -
Public Works	\$ -	\$ -	\$ -
Program Expenditures Total	\$ 6,494,508	\$ 79,337	\$ 6,573,845
Debt Service	\$ -	\$ -	\$ -
Loans	\$ -	\$ -	\$ -
Work-In-Progress	\$ -	\$ -	\$ -
Transfers to Other Funds	\$ -	\$ -	\$ -
Contingency	\$ 340,000	\$ -	\$ 340,000
Total Budget	\$ 6,834,508	\$ 79,337	\$ 6,913,845
Reserve For Future Expenditure	\$ 8,886	\$ -	\$ 8,886
Total Requirements	\$ 6,843,394	\$ 79,337	\$ 6,922,731

Reference Budget Items: 4, 11

Water Fund	Adopted Budget	Amendment	Revised Budget
Resources			
Beginning Fund Balance	\$ 9,701,503	\$ -	\$ 9,701,503
Property Taxes	\$ -	\$ -	\$ -
Franchise Fees	\$ -	\$ -	\$ -
Licenses & Permits	\$ 13,202	\$ -	\$ 13,202
Intergovernmental	\$ -	\$ -	\$ -
Charges for Services	\$ 14,240,169	\$ -	\$ 14,240,169
Fines & Forfeitures	\$ -	\$ -	\$ -
Interest Earnings	\$ 30,644	\$ -	\$ 30,644
Miscellaneous	\$ -	\$ -	\$ -
Other Financing Sources	\$ -	\$ -	\$ -
Transfers In from Other Funds	\$ 58,751	\$ -	\$ 58,751
Total Resources	\$24,044,269	\$ -	\$24,044,269
Requirements			
Policy and Administration	\$ -	\$ -	\$ -
Community Development	\$ -	\$ -	\$ -
Community Services	\$ -	\$ -	\$ -
Public Works	\$ 8,139,852	\$ 100,000	\$ 8,239,852
Program Expenditures Total	\$ 8,139,852	\$ 100,000	\$ 8,239,852
Debt Service	\$ -	\$ -	\$ -
Loans	\$ -	\$ -	\$ -
Work-In-Progress	\$ -	\$ -	\$ -
Transfers to Other Funds	\$ 5,735,926	\$ 50,000	\$ 5,785,926
Contingency	\$ 500,000	\$ (150,000)	\$ 350,000
Total Budget	\$14,375,778	\$ -	\$14,375,778
Reserve For Future Expenditure	\$ 9,668,491	\$ -	\$ 9,668,491
Total Requirements	\$24,044,269	\$ -	\$24,044,269

Reference Budget Items: 5

	Adopted Budget	Amendment	Revised Budget
Fleet/Property Management Fund			
Resources			
Beginning Fund Balance	\$ 86,512	\$ -	\$ 86,512
Property Taxes	\$ -	\$ -	\$ -
Franchise Fees	\$ -	\$ -	\$ -
Licenses & Permits	\$ -	\$ -	\$ -
Intergovernmental	\$ -	\$ -	\$ -
Charges for Services	\$ 1,639,836	\$ -	\$ 1,639,836
Fines & Forfeitures	\$ -	\$ -	\$ -
Interest Earnings	\$ -	\$ -	\$ -
Miscellaneous	\$ -	\$ 14,868	\$ 14,868
Other Financing Sources	\$ -	\$ -	\$ -
Transfers In from Other Funds	\$ -	\$ -	\$ -
Total Resources	\$1,726,348	\$ 14,868	\$1,741,216
Requirements			
Policy and Administration	\$ -	\$ -	\$ -
Community Development	\$ -	\$ -	\$ -
Community Services	\$ -	\$ -	\$ -
Public Works	\$ 1,698,713	\$ 27,000	\$ 1,725,713
Program Expenditures Total	\$1,698,713	\$ 27,000	\$1,725,713
Debt Service	\$ -	\$ -	\$ -
Loans	\$ -	\$ -	\$ -
Work-In-Progress	\$ -	\$ -	\$ -
Transfers to Other Funds	\$ -	\$ -	\$ -
Contingency	\$ 25,000	\$ (12,132)	\$ 12,868
Total Budget	\$1,723,713	\$ 14,868	\$1,738,581
Reserve For Future Expenditure	\$ 2,635	\$ -	\$ 2,635
Total Requirements	\$1,726,348	\$ 14,868	\$1,741,216

Reference Budget Items: 6, 7, 10

		Adopted Budget	Amendment	Revised Budget
Sanitary Sewer Fund				
Resources	Beginning Fund Balance	\$ 5,852,119	\$ 345,000	\$ 6,197,119
	Property Taxes	\$ -	\$ -	\$ -
	Franchise Fees	\$ -	\$ -	\$ -
	Licenses & Permits	\$ 433,800	\$ -	\$ 433,800
	Intergovernmental	\$ -	\$ -	\$ -
	Charges for Services	\$ 1,484,277	\$ -	\$ 1,484,277
	Fines & Forfeitures	\$ -	\$ -	\$ -
	Interest Earnings	\$ 100,333	\$ -	\$ 100,333
	Miscellaneous	\$ 128,788	\$ -	\$ 128,788
	Other Financing Sources	\$ -	\$ -	\$ -
	Transfers In from Other Funds	\$ 936,000	\$ 455,000	\$ 1,391,000
	Total Resources	\$8,935,317	\$ 800,000	\$9,735,317
Requirements	Policy and Administration	\$ -	\$ -	\$ -
	Community Development	\$ -	\$ -	\$ -
	Community Services	\$ -	\$ -	\$ -
	Public Works	\$ 1,973,373	\$ -	\$ 1,973,373
	Program Expenditures Total	\$1,973,373	\$ -	\$1,973,373
	Debt Service	\$ -	\$ -	\$ -
	Loans	\$ -	\$ -	\$ -
	Work-In-Progress	\$ 4,944,653	\$ 980,000	\$ 5,924,653
	Transfers to Other Funds	\$ 230,149	\$ -	\$ 230,149
	Contingency	\$ 400,000	\$ (180,000)	\$ 220,000
	Total Budget	\$7,548,175	\$ 800,000	\$8,348,175
	Reserve For Future Expenditure	\$1,387,142	\$ -	\$1,387,142
	Total Requirements	\$8,935,317	\$ 800,000	\$9,735,317

Reference Budget Items: 6

		Adopted Budget	Amendment	Revised Budget
Stormwater Fund				
Resources	Beginning Fund Balance	\$2,396,647	\$ 120,000	\$2,516,647
	Property Taxes	\$ -	\$ -	\$ -
	Franchise Fees	\$ -	\$ -	\$ -
	Licenses & Permits	\$ -	\$ -	\$ -
	Intergovernmental	\$ -	\$ -	\$ -
	Charges for Services	\$ 2,053,830	\$ -	\$ 2,053,830
	Fines & Forfeitures	\$ -	\$ -	\$ -
	Interest Earnings	\$ 7,936	\$ -	\$ 7,936
	Miscellaneous	\$ -	\$ -	\$ -
	Other Financing Sources	\$ -	\$ -	\$ -
	Transfers In from Other Funds	\$ -	\$ -	\$ -
	Total Resources	\$4,458,413	\$ 120,000	\$4,578,413
Requirements	Policy and Administration	\$ -	\$ -	\$ -
	Community Development	\$ -	\$ -	\$ -
	Community Services	\$ -	\$ -	\$ -
	Public Works	\$ 1,442,387	\$ -	\$ 1,442,387
	Program Expenditures Total	\$1,442,387	\$ -	\$1,442,387
	Debt Service	\$ -	\$ -	\$ -
	Loans	\$ -	\$ -	\$ -
	Work-In-Progress	\$ 1,165,375	\$ -	\$ 1,165,375
	Transfers to Other Funds	\$ 478,916	\$ 120,000	\$ 598,916
	Contingency	\$ 100,000	\$ -	\$ 100,000
	Total Budget	\$3,186,678	\$ 120,000	\$3,306,678
	Reserve For Future Expenditure	\$1,271,735	\$ -	\$1,271,735
	Total Requirements	\$4,458,413	\$ 120,000	\$4,578,413

Reference Budget Items: 6, 11

	Adopted Budget	Amendment	Revised Budget
Water CIP Fund			
Resources			
Beginning Fund Balance	\$84,231,728	\$ -	\$84,231,728
Property Taxes	\$ -	\$ -	\$ -
Franchise Fees	\$ -	\$ -	\$ -
Licenses & Permits	\$ -	\$ -	\$ -
Intergovernmental	\$ -	\$ -	\$ -
Charges for Services	\$ -	\$ -	\$ -
Fines & Forfeitures	\$ -	\$ -	\$ -
Interest Earnings	\$ 13,096	\$ -	\$ 13,096
Miscellaneous	\$ -	\$ -	\$ -
Other Financing Sources	\$ -	\$ -	\$ -
Transfers In from Other Funds	\$ 702,443	\$ 50,000	\$ 752,443
Total Resources	\$84,947,267	\$ 50,000	\$84,997,267
Requirements			
Policy and Administration	\$ -	\$ -	\$ -
Community Development	\$ -	\$ -	\$ -
Community Services	\$ -	\$ -	\$ -
Public Works	\$ -	\$ -	\$ -
Program Expenditures Total	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -
Loans	\$ -	\$ -	\$ -
Work-In-Progress	\$ 75,862,443	\$ (235,000)	\$ 75,627,443
Transfers to Other Funds	\$ 546,672	\$ 285,000	\$ 831,672
Contingency	\$ -	\$ -	\$ -
Total Budget	\$ 76,409,115	\$ 50,000	\$ 76,459,115
Reserve For Future Expenditure	\$ 8,538,152	\$ -	\$ 8,538,152
Total Requirements	\$84,947,267	\$ 50,000	\$84,997,267

Reference Budget Items: 6

	Adopted Budget	Amendment	Revised Budget
Gas Tax Fund			
Resources			
Beginning Fund Balance	\$ 1,476,663	\$ 50,000	\$ 1,526,663
Property Taxes	\$ -	\$ -	\$ -
Franchise Fees	\$ -	\$ -	\$ -
Licenses & Permits	\$ 2,602	\$ -	\$ 2,602
Intergovernmental	\$ 3,746,852	\$ -	\$ 3,746,852
Charges for Services	\$ -	\$ -	\$ -
Fines & Forfeitures	\$ -	\$ -	\$ -
Interest Earnings	\$ 55,732	\$ -	\$ 55,732
Miscellaneous	\$ 60,297	\$ -	\$ 60,297
Other Financing Sources	\$ -	\$ -	\$ -
Transfers In from Other Funds	\$ 100,000	\$ -	\$ 100,000
Total Resources	\$ 5,442,146	\$ 50,000	\$ 5,492,146
Requirements			
Policy and Administration	\$ -	\$ -	\$ -
Community Development	\$ -	\$ -	\$ -
Community Services	\$ -	\$ -	\$ -
Public Works	\$ 2,244,308	\$ -	\$ 2,244,308
Program Expenditures Total	\$ 2,244,308	\$ -	\$ 2,244,308
Debt Service	\$ 606,378	\$ -	\$ 606,378
Loans	\$ -	\$ -	\$ -
Work-In-Progress	\$ -	\$ -	\$ -
Transfers to Other Funds	\$ 2,554,452	\$ 50,000	\$ 2,604,452
Contingency	\$ 35,000	\$ -	\$ 35,000
Total Budget	\$ 5,440,138	\$ 50,000	\$ 5,490,138
Reserve For Future Expenditure	\$ 2,008	\$ -	\$ 2,008
Total Requirements	\$ 5,442,146	\$ 50,000	\$ 5,492,146

Reference Budget Items: 9

	Adopted Budget	Amendment	Revised Budget
Traffic Impact Fee Fund			
Resources			
Beginning Fund Balance	\$ 772,454	\$ 50,000	\$ 822,454
Property Taxes	\$ -	\$ -	\$ -
Franchise Fees	\$ -	\$ -	\$ -
Licenses & Permits	\$ -	\$ -	\$ -
Intergovernmental	\$ -	\$ -	\$ -
Charges for Services	\$ -	\$ -	\$ -
Fines & Forfeitures	\$ -	\$ -	\$ -
Interest Earnings	\$ 4,000	\$ -	\$ 4,000
Miscellaneous	\$ -	\$ -	\$ -
Other Financing Sources	\$ -	\$ -	\$ -
Transfers In from Other Fur	\$ -	\$ -	\$ -
Total Resources	\$ 776,454	\$ 50,000	\$ 826,454
Requirements			
Policy and Administration	\$ -	\$ -	\$ -
Community Development	\$ -	\$ -	\$ -
Community Services	\$ -	\$ -	\$ -
Public Works	\$ -	\$ -	\$ -
Program Expenditures Total	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -
Loans	\$ -	\$ -	\$ -
Work-In-Progress	\$ -	\$ -	\$ -
Transfers to Other Funds	\$ 768,307	\$ 50,000	\$ 818,307
Contingency	\$ 8,147	\$ -	\$ 8,147
Total Budget	\$ 776,454	\$ 50,000	\$ 826,454
Reserve For Future Expen	\$ -	\$ -	\$ -
Total Requirements	\$ 776,454	\$ 50,000	\$ 826,454

Reference Budget Items: 9, 12 - Note that these two items cancel each other out

	Adopted Budget	Amendment	Revised Budget
Transportation CIP Fund			
Resources			
Beginning Fund Balance	\$ 200,369	\$ -	\$ 200,369
Property Taxes	\$ -	\$ -	\$ -
Franchise Fees	\$ -	\$ -	\$ -
Licenses & Permits	\$ -	\$ -	\$ -
Intergovernmental	\$ -	\$ -	\$ -
Charges for Services	\$ -	\$ -	\$ -
Fines & Forfeitures	\$ -	\$ -	\$ -
Interest Earnings	\$ -	\$ -	\$ -
Miscellaneous	\$ -	\$ -	\$ -
Other Financing Sources	\$ -	\$ -	\$ -
Transfers In from Other Funds	\$ 5,677,081	\$ -	\$ 5,677,081
Total Resources	\$ 5,877,450	\$ -	\$ 5,877,450
Requirements			
Policy and Administration	\$ -	\$ -	\$ -
Community Development	\$ -	\$ -	\$ -
Community Services	\$ -	\$ -	\$ -
Public Works	\$ -	\$ -	\$ -
Program Expenditures Total	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -
Loans	\$ -	\$ -	\$ -
Work-In-Progress	\$ 5,677,081	\$ -	\$ 5,677,081
Transfers to Other Funds	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -
Total Budget	\$ 5,677,081	\$ -	\$ 5,677,081
Reserve For Future Expenditure	\$ 200,369	\$ -	\$ 200,369
Total Requirements	\$ 5,877,450	\$ -	\$ 5,877,450

Reference Budget Items: 12

	Adopted Budget	Amendment	Revised Budget
Parks Capital Fund			
Resources			
Beginning Fund Balance	\$ 139,479	\$ -	\$ 139,479
Property Taxes	\$ -	\$ -	\$ -
Franchise Fees	\$ -	\$ -	\$ -
Licenses & Permits	\$ -	\$ -	\$ -
Intergovernmental	\$ 163,074	\$ -	\$ 163,074
Charges for Services	\$ -	\$ -	\$ -
Fines & Forfeitures	\$ -	\$ -	\$ -
Interest Earnings	\$ 3,015	\$ -	\$ 3,015
Miscellaneous	\$ -	\$ -	\$ -
Other Financing Sources	\$ -	\$ -	\$ -
Transfers In from Other Funds	\$ 7,421,573	\$ 50,000	\$ 7,471,573
Total Resources	\$ 7,727,141	\$ 50,000	\$ 7,777,141
Requirements			
Policy and Administration	\$ -	\$ -	\$ -
Community Development	\$ -	\$ -	\$ -
Community Services	\$ -	\$ -	\$ -
Public Works	\$ -	\$ -	\$ -
Program Expenditures Total	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -
Loans	\$ -	\$ -	\$ -
Work-In-Progress	\$ 7,584,647	\$ 50,000	\$ 7,634,647
Transfers to Other Funds	\$ 100,397	\$ -	\$ 100,397
Contingency	\$ -	\$ -	\$ -
Total Budget	\$ 7,685,044	\$ 50,000	\$ 7,735,044
Reserve For Future Expenditure	\$ 42,097	\$ -	\$ 42,097
Total Requirements	\$ 7,727,141	\$ 50,000	\$ 7,777,141

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

A RESOLUTION TO ADOPT A SUPPLEMENTAL BUDGET AMENDMENT TO FY 2014 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 2014 Budget was adopted; and

WHEREAS, the city recognizes \$1,624,663 of unanticipated requirements in Public Works, Community Development, Community Services, Policy and Administration, and the Capital Improvement Program; and

WHEREAS, the city recognizes reallocation of \$1,060,000 to pay for unanticipated requirements within the Capital Improvement Program; and

WHEREAS, the city recognizes additional revenue including \$33,643 in grant revenue along with \$342,132 in contingency to meet those requirements; and

WHEREAS, the city acknowledges the transfer of the Police Department Technology Specialist position or 1.0 FTE from the Police to Information Technology; and

WHEREAS, the city approves the transfer of the Senior Engineering Tech position or 1.0 FTE from Community Development to Public Works.

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

SECTION 1: The FY 2013-14 Budget is hereby amended as detailed in Exhibit-A, and Exhibit-B including Attachments 1 and 2.

SECTION 2: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2012.

Mayor - City of Tigard

ATTEST:

City Recorder - City of Tigard

AIS-1469

Business Meeting

Meeting Date: 10/22/2013

Length (in minutes): 10 Minutes

Agenda Title: Consider a Resolution to Add Budget Appropriation for the Barrows/Scholls Ferry Water Line

Submitted By: Debbie Smith-Wagar
Financial and Information Services

Item Type: Resolution **Meeting Type:** Council Business Meeting - Main

Public Hearing Yes

Newspaper Legal Ad Required?:

Public Hearing Publication 10/17/2013

Date in Newspaper:

Information

ISSUE

Shall council consider a resolution that will authorize appropriations in the amount of \$1,207,000 from Water SDC Fund. The money will be used to fund the intergovernmental agreement (IGA) with Washington County to extend water services to River Terrace.

STAFF RECOMMENDATION / ACTION REQUEST

Staff recommends approval of the additional appropriations.

KEY FACTS AND INFORMATION SUMMARY

The FY 2014 adopted budget includes the capital project of 96035-Barrows/Scholls Ferry Water Lines. On May 14, 2013, Council approved an intergovernmental agreement (IGA) with Washington County that authorizes a collaboration between the cities of Tigard and Beaverton along with Washington County to extend water services to River Terrace. The water portion of project will construct an 18-inch water line from existing water lines on Barrows Road to the intersection of Scholls Ferry Road and Roy Rogers Road. The timing of this project is such that approval of the IGA occurred before the city had identified all of the funding sources. However it was deemed prudent to move forward with the IGA since it would cost the city more money to install the water line later, after Washington County had expanded and re-paved Scholls Ferry Road. In addition, collaborating with the City of Beaverton is saving the City of Tigard money on engineering and contract services.

The total cost of the project will be \$1,398,500, with \$1,027,000 occurring during the current FY 2014. Costs in the adopted budget total \$400,000 with the money coming from the Water CIP fund. The work needs to be funded from Water SDC, not Water CIP which has the Water Bond proceeds for the LO/Tigard Water Partnership project. This action will remove the use of \$400,000 of Water Bond proceeds in the Water CIP Fund and transfer the needed \$1,027,000 from the Water SDC Fund to the Water CIP to pay for the project design and engineering, and construction costs of the water lines. Because construction of water lines adds capacity to the existing system, it was determined that the most appropriate funding source would be Water SDC funds.

If approved, the total additional appropriations will be \$1,027,000 for FY 2014. Overall total project costs for extending the water lines will be \$1,398,500, with \$1,027,000 in fiscal year 2013-2014, and the remaining \$371,500 to be appropriated in fiscal year 2014-2015 as part of the annual budget process. The funding source for the \$1,027,000 in FY 2014 is actual beginning fund balance in excess of budgeted beginning fund balance in the Water SDC Fund.

OTHER ALTERNATIVES

Do not approve funding of the IGA with Washington County.

COUNCIL OR CCDA GOALS, POLICIES, MASTER PLANS

Financial Stability

DATES OF PREVIOUS CONSIDERATION

April 16, 2013 and May 14, 2013

Fiscal Impact

Cost: \$1,027,000

Budgeted (yes or no): No

Where Budgeted (department/program): CIP

Additional Fiscal Notes:

The total impact of this amendment will increase the FY 2014 adopted budget by \$1,027,000. Funding for these requirements are as follows:

- A total of \$1,027,000 from *Water SDC* funded from additional unbudgeted beginning fund balance.
- Ending Fund Balance in the Water CIP fund will increase by \$400,000 due to the replacement of Water CIP resources with Water SDC transfer resources.

Please see Exhibit-A and Attachments 1 and 2 for details.

Attachments

Exhibit-A

Attachment-1

Attachment-2

EXHIBIT-A

96035 - Barrows/Scholls Ferry 18" Water Line Extensions (River Road)

As part of a Washington County Department of Land Use and Transportation Scholls Ferry Road improvement project, the City of Tigard, City of Beaverton and Washington County, via an intergovernmental agreement, will be extending services to the newly planned River Terrace area. The IGA authorizes extending water service by installing an 18-inch water line from existing water lines in Barrows Road to the intersection of Scholls Ferry Road and Roy Rogers Road.

	Original Budget 2014	This Change*	New Budget 2014	2015	Projected Total
External Expenses					
Design and Engineering	25,000	35,000	60,000	0	60,000
Construction	350,000	455,000	805,000	300,000	1,105,000
Total	375,000	490,000	865,000	300,000	1,165,000
Internal Expenses					
Project Management	12,500	25,000	37,500	16,500	54,000
Construction Management	12,500	112,000	124,500	55,000	179,500
Total	25,000	137,000	162,000	71,500	233,500
Total Project Expense	400,000	627,000	1,027,000	371,500	1,398,500
Revenue Funding Source					
Water CIP*	400,000	(400,000)	0	0	0
Water SDC	0	1,027,000	1,027,000	371,500	1,398,500
Total Project Revenues	400,000	627,000	1,027,000	371,500	1,398,500
Other Revenue Source					
	0	0	0	0	0
Total Other Revenues	0	0	0	0	0

*Change of funding source from Water CIP to Water SDC based on added capacity.

**City of Tigard
FY 2014 Supplemental Budget Amendment**

1. Barrows/Scholls Ferry Road Line Extensions (River Road)

The city will be extending water service to River Terrace as part of the Washington County Department of Land Use and Transportation Scholls Ferry Road improvement project. To complete the design and construction for the water phase of this project, a total of \$627,000 in additional appropriations is being requested, and the source for the \$400,000 of currently funded appropriation would be changed from the Water CIP Fund to the Water SDC Fund. This action will show an increase in the Water SDC beginning fund balance by \$1,027,000 with an equal increase in transfers. In addition, capital program expenditures will increase by \$627,000 in the Water CIP Fund.

		Adopted Budget	Amendment	Revised Budget
Water SDC Fund				
Resources	Beginning Fund Balance	\$ 1,625,904	\$ 1,027,000	\$ 2,652,904
	Licenses & Permits	\$ 361,575	\$ -	\$ 361,575
	Interest Earnings	\$ 233	\$ -	\$ 233
	Total Resources	\$ 1,987,712	\$ 1,027,000	\$ 3,014,712
Requirements	Program Expenditures Total	\$ -	\$ -	\$ -
	Work-In-Progress	\$ -	\$ -	\$ -
	Transfers to Other Funds	\$ 165	\$ 1,027,000	\$ 1,027,165
	Contingency	\$ 100,000	\$ -	\$ 100,000
	Total Budget	\$ 100,165	\$ 1,027,000	\$ 1,127,165
	Reserve For Future Expenditure	\$ 1,887,547	\$ -	\$ 1,887,547
	Total Requirements	\$ 1,987,712	\$ 1,027,000	\$ 3,014,712

		Adopted Budget	Amendment	Revised Budget
Water CIP Fund				
Resources	Beginning Fund Balance	\$ 84,231,728		\$ 84,231,728
	Licenses & Permits	\$ 361,575	\$ -	\$ 361,575
	Interest Earnings	\$ 13,096	\$ -	\$ 13,096
	Transfers In from Other Funds	\$ 702,443	\$ 1,027,000	\$ 1,729,443
	Total Resources	\$ 85,308,842	\$ 1,027,000	\$ 86,335,842
Requirements	Program Expenditures Total	\$ -	\$ -	\$ -
	Work-In-Progress	\$ 75,862,443	\$ 627,000	\$ 76,489,443
	Transfers to Other Funds	\$ 546,672	\$ -	\$ 546,672
	Total Budget	\$ 76,409,115	\$ 627,000	\$ 77,036,115
	Reserve For Future Expenditure	\$ 8,899,727	\$ 400,000	\$ 9,299,727
	Total Requirements	\$ 85,308,842	\$ 1,027,000	\$ 86,335,842

Affected City Funds	Adopted Budget	Amendment	Revised Budget
Resources			
Beginning Fund Balance	\$ 85,857,632	\$ 1,027,000	\$ 86,884,632
Licenses & Permits	\$ 723,150	\$ -	\$ 723,150
Interest Earnings	\$ 13,329	\$ -	\$ 13,329
Transfers In from Other Funds	\$ 702,443	\$ 1,027,000	\$ 1,729,443
Total Resources	\$ 87,296,554	\$ 2,054,000	\$ 89,350,554
Requirements			
Program Expenditures Total	\$ -	\$ -	\$ -
Work-In-Progress	\$ 75,862,443	\$ 627,000	\$ 76,489,443
Transfers to Other Funds	\$ 546,837	\$ 1,027,000	\$ 1,573,837
Contingency	\$ 100,000	\$ -	\$ 100,000
Total Budget	\$ 76,509,280	\$ 1,654,000	\$ 78,163,280
Reserve For Future Expenditure	\$ 10,787,274	\$ 400,000	\$ 11,187,274
Total Requirements	\$ 87,296,554	\$ 2,054,000	\$ 89,350,554

		Adopted Budget	Amendment	Revised Budget
Water SDC Fund				
Resources	Beginning Fund Balance	\$ 1,625,904	\$ 1,027,000	\$ 2,652,904
	Licenses & Permits	\$ 361,575	\$ -	\$ 361,575
	Interest Earnings	\$ 233	\$ -	\$ 233
	Total Resources	\$ 1,987,712	\$ 1,027,000	\$ 3,014,712
Requirements				
	Program Expenditures Total	\$ -	\$ -	\$ -
	Transfers to Other Funds	\$ 165	\$ 1,027,000	\$ 1,027,165
	Contingency	\$ 100,000	\$ -	\$ 100,000
	Total Budget	\$ 100,165	\$ 1,027,000	\$ 1,127,165
	Reserve For Future Expenditure	\$ 1,887,547	\$ -	\$ 1,887,547
	Total Requirements	\$ 1,987,712	\$ 1,027,000	\$ 3,014,712

		Adopted Budget	Amendment	Revised Budget
Water CIP Fund				
Resources	Beginning Fund Balance	\$ 84,231,728		\$ 84,231,728
	Licenses & Permits	\$ 361,575	\$ -	\$ 361,575
	Interest Earnings	\$ 13,096	\$ -	\$ 13,096
	Transfers In from Other Funds	\$ 702,443	\$ 1,027,000	\$ 1,729,443
	Total Resources	\$ 85,308,842	\$ 1,027,000	\$ 86,335,842
Requirements				
	Program Expenditures Total	\$ -	\$ -	\$ -
	Work-In-Progress	\$ 75,862,443	\$ 627,000	\$ 76,489,443
	Transfers to Other Funds	\$ 546,672	\$ -	\$ 546,672
	Total Budget	\$ 76,409,115	\$ 627,000	\$ 77,036,115
	Reserve For Future Expenditure	\$ 8,899,727	\$ 400,000	\$ 9,299,727
	Total Requirements	\$ 85,308,842	\$ 1,027,000	\$ 86,335,842

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

A RESOLUTION TO ADOPT A SUPPLEMENTAL BUDGET AMENDMENT TO FY 2014 FOR THE BARROWS ROAD/SCHOLLS FERRY ROAD WATER EXTENSION PROJECT FOR RIVER TERRACE.

WHEREAS, the city has entered into an intergovernmental agreement with Washington County and the City of Beaverton to extend water lines to River Terrace; and

WHEREAS, the city recognizes \$627,000 of unanticipated requirements for the Barrows/Scholls Ferry Road Line Extension project for the Water Line from Barrow Road to the intersection of Scholls Ferry Road and Roy Rogers Road, along with moving the funding source for the initial \$400,000 of funding source from Water CIP to Water SDC Fund; and

WHEREAS, the city acknowledges that \$1,207,000 will be funded from the Water SDC Fund for the requirements.

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

SECTION 1: The FY 2013-14 Budget is hereby amended as detailed in Exhibit-A including Attachments 1 and 2.

SECTION 2: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2012.

Mayor - City of Tigard

ATTEST:

City Recorder - City of Tigard

AIS-1473

Business Meeting

Meeting Date: 10/22/2013

Length (in minutes): 20 Minutes

Agenda Title: Street Maintenance Fee Review

Submitted By: Cathy Wheatley,
Administrative Services

Item Type: Update, Discussion, Direct Staff **Meeting Type:** Council Business Meeting - Main

Public Hearing No

Newspaper Legal Ad Required?:

Public Hearing Publication

Date in Newspaper:

Information

ISSUE

This is the first of two scheduled meetings on the services funded with the street maintenance fee. The purpose of this first meeting is to present the findings on the services provided over the last two years and collect questions from Council on the programs so we can report back to Council at the second meeting.

STAFF RECOMMENDATION / ACTION REQUEST

Staff is requesting feedback from Council about the programs funded with the street maintenance fee. Staff will bring answers to Council questions at the following meeting in November.

KEY FACTS AND INFORMATION SUMMARY

Staff will present the Paving Report and Right of Way Maintenance Report for 2012 & 2013. The report will include:

- Major Accomplishments
- Pavement Condition Index (PCI) for Tigard streets
- Paving Backlog
- Finance Director's Findings
- Right of Way Maintenance report
- Supporting maps.

In addition, a second meeting is currently scheduled for November 19th. In preparation for that meeting, staff will request Council provide information on subjects they would like

further information or discussion at the November meeting.

OTHER ALTERNATIVES

Council can determine that no further information is needed and cancel the November Workshop meeting on programs supported by the street maintenance fee.

COUNCIL OR CCDA GOALS, POLICIES, MASTER PLANS

DATES OF PREVIOUS CONSIDERATION

June 28, 2011

Attachments

Paving Report

Right of Way Maintenance Report



Paving Report For 2013

This report outlines the paving and pavement preservation work completed in 2012 and 2013 and lists the actual, anticipated, and budgeted expenses for fiscal years '12-13, '13-14.

The Tigard Public Works Department is responsible for the maintenance of 152 miles of paved streets. The maintenance strategy for each street varies depending on the adjoining land use, age, average daily volume, heavy vehicle traffic, and character of that street.

Accomplishments for 2012 and 2013

Pavement projects completed in 2012 and 2013 are summarized in the following table and are shown on the attached maps (Attachments A and B).

Project	2012 Pavement Overlays	2012 Slurry and Crack Seals	2013 Pavement Overlays	2013 Slurry and Crack Seals
Length Completed	3.1 miles	16 miles	3.9 Miles	14 Miles
Area Completed (sf)	540,000	2,700,000	650,000	2,300,000
Cost (Includes Design and Inspection)	\$1,020,000	\$530,000	\$1,220,000	\$480,000
Cost Per Mile	\$329,000	\$33,000	\$316,000	\$34,000
Cost Per Square Foot	\$1.89	20 cents	\$1.88	21 cents

In addition to the recently completed citywide pavement overlay project, the Street Maintenance Fee will also fund a pavement overlay of 92nd Avenue (from Waverley Dr to Cook Park) in conjunction with a sidewalk project being constructed in fall 2013, and an overlay of a small portion of Barrows Road in coordination with the City of Beaverton.

The remaining funds each year are spent sealing cracks in street pavement, and on pavement inspections and inventory (the source of the Pavement Condition Index or PCI).

The Pavement Condition Index (PCI)

Pavement condition is measured by the PCI, with zero being the poorest condition (total pavement failure) and 100 being the best condition (just constructed pavement). PCI factors include pavement condition, cracking, pavement distress, weathering, structural strength, and smoothness of ride.

Tigard Street Network Condition

2012 and 2013 have seen the average PCI of Tigard's city streets increased from 68.9 at the end of 2011 to 69.3 at the end of 2012 to and 70.0 at the end of 2013. This was better than our projected PCI of 68.7 at the end of 2012 and 'holding the line' to keep the 68.7 PCI at the end of 2013. Two factors were significant contributors this improvement:

1. Successful completion of large slurry seal projects in southern Tigard in 2012 and central Tigard in 2013. The 2012 slurry seal project was the largest in Tigard's history.
2. City street crews completed many 'digout' repairs of small areas of failed pavement around valve boxes and in the wheel paths etc. This was coordinated with the work of the private contractor to slurry seal some streets that would otherwise have been in too poor condition to do so effectively.

Previous Council Action and the Street Maintenance Fee

Pavement maintenance is primarily funded through the City's Street Maintenance Fee, a monthly user fee dedicated to the maintenance of existing roadways in Tigard. The fee was recommended by a citizen task force and established by Ordinance No. 03-10 in November 2003.

Council revisited the Street Maintenance Fee in 2009 and 2010. Recognizing funding constraints and the difficulties of raising revenue in a recession, Council adopted Resolution No. 10-01 which:

1. Established a long-term Pavement Condition Index (PCI) goal of 72 to 75. Based on cost estimates, the Council quickly recognized that the level of adopted funding would not be adequate to get to a PCI of 75 and set an interim goal to "hold the line" by maintaining an average PCI of at least 67. Beyond this point, streets require more extensive reconstruction prior to paving, which results in substantially higher street maintenance costs.
2. The ordinance also directs that the fee be adjusted for inflation. Fee amounts are adjusted based on the methodology originally adopted in Ordinance 10-01, updated in Ordinance 13-06 to a composite of 85% of the Engineering News Record (ENR) Construction Cost Index for Seattle, which measures general construction and labor cost, and 15% of the Oregon Monthly Asphalt Cement Material Price, which measures asphalt prices and parallels fuel prices. These percentages approximate the percentage cost of a typical project that matches the labor or material price measured by the index. This inflation adjustment will increase the fee by 4.9% on January 1, 2014.

Current street maintenance fees, as they appear in the City's 2013-2014 Master Fees and Charges Schedule, are as follows:

Effective Dates	2012	2013	2014
Residential (Per House or Unit)	\$5.45	\$5.56	\$5.83
Commercial and Industrial (Per Required Parking Space)	\$1.23	\$1.25	\$1.31

Note that the fee for commercial and industrial properties is calculated based on the number of parking spaces that would be required by TMC 18.765 if that building were constructed today (as an approximation of the traffic generation of the site), which is often different from the number of spaces in the existing parking lot.

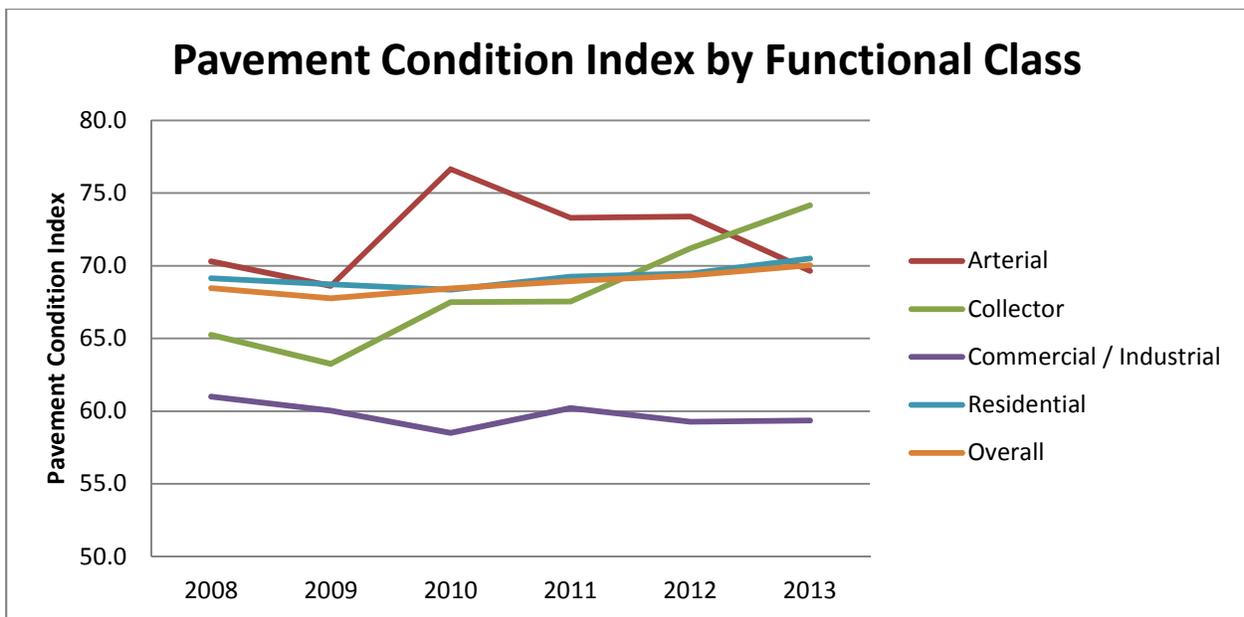
Recent Paving History

Attachment C is a map showing the paving projects that have been completed in the past five years, which illustrates that more than half of Tigard's City Street network have been paved or slurry sealed (pavement overlays on 16 miles of streets, and slurry seals on 64 miles of streets).

In order to maintain the overall street network in the best possible overall condition, street maintenance work has focused on three main priorities:

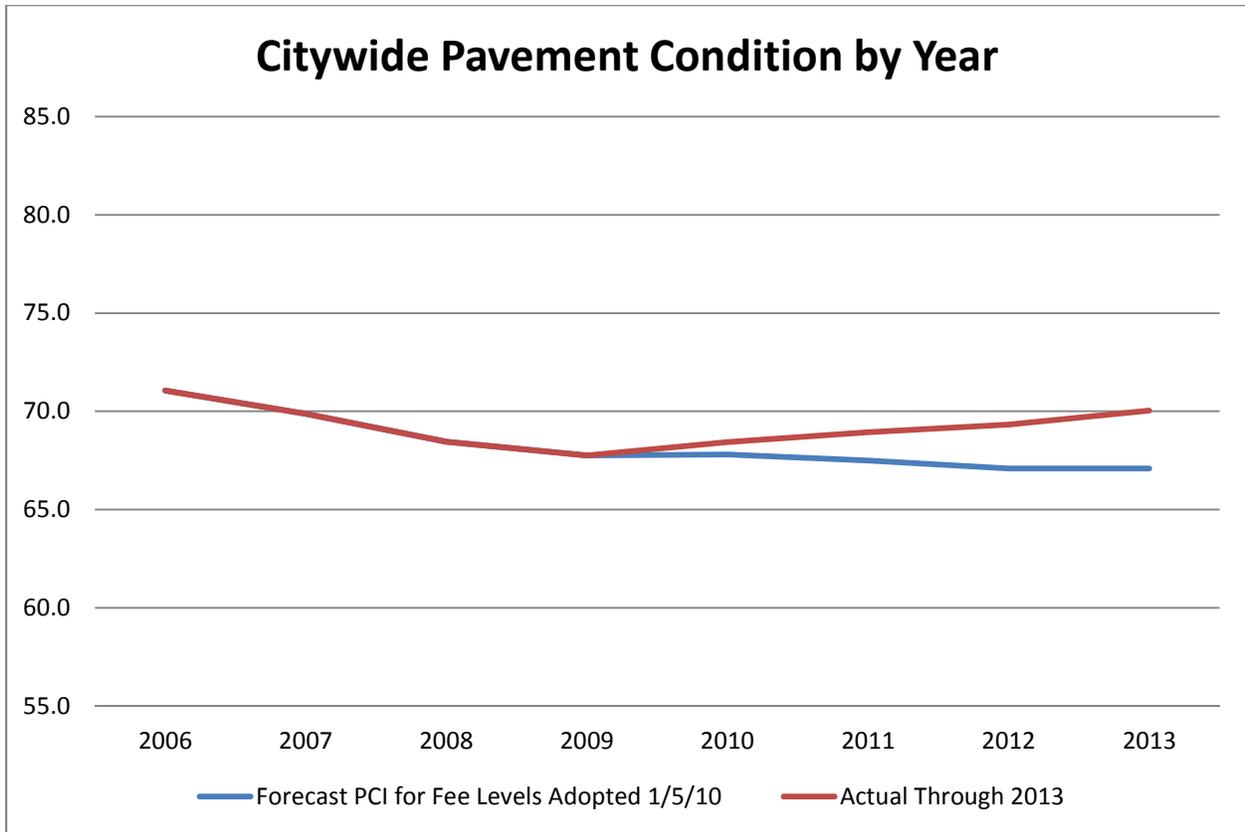
1. Pavement overlays on major corridors. Approximately \$2.24 million (including staff costs) is being spent in fiscal years 12-13 and 13-14 constructing pavement overlays on 7 miles of important through routes.
2. Crack seals and slurry seals on residential streets. Approximately \$1 million has been spent in fiscal years 12-13 and 13-14 placing slurry seals on 30 miles of residential streets. All of the Tigard City Streets that are good candidates for slurry seal projects have been slurry sealed.
3. Crack sealing along arterials and collector streets. Approximately \$90,000 is spent in the spring each year sealing cracks along major streets to preserve the existing pavement.

These priorities are reflected in the following Graph:



Tigard's Arterials and Collectors have an average condition of 70 or higher.

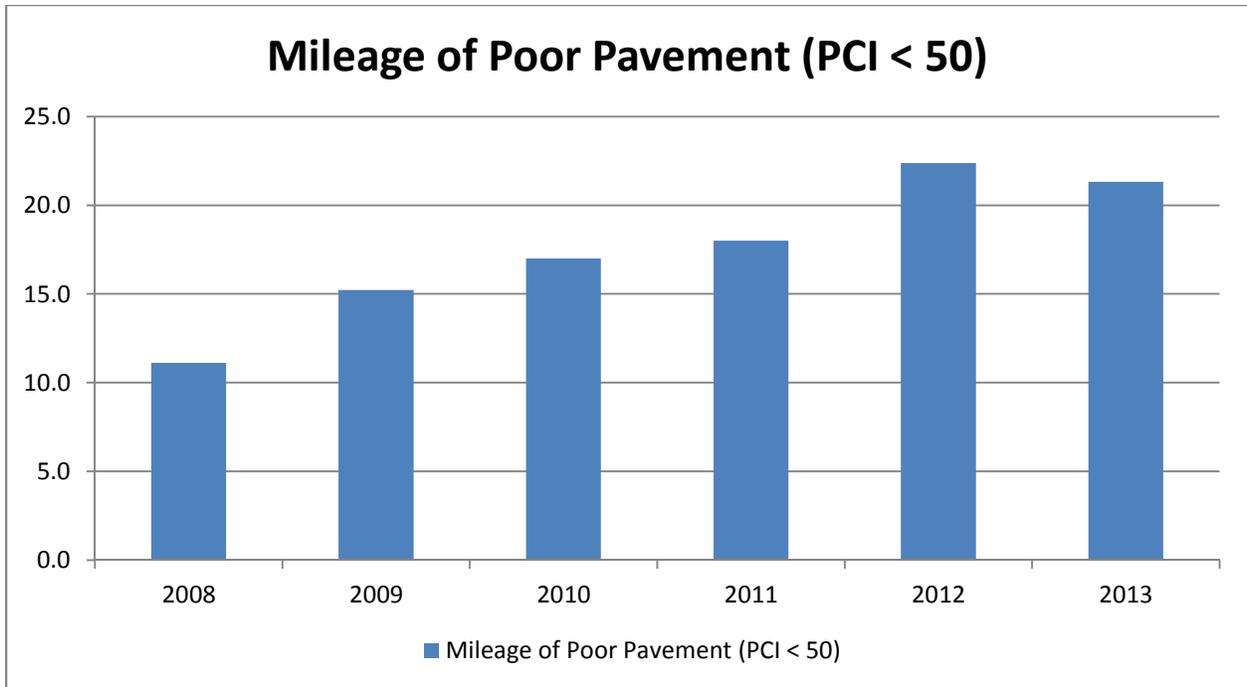
The graph below shows Tigard's systemwide average Pavement Condition Index (PCI) at the end of each paving season, and compares the actual PCI to those forecast when the Street Maintenance Fee changes were adopted in 2010.



The PCI at the end of the 2013 paving season is 70.0, which is better than the forecast of 67.1.

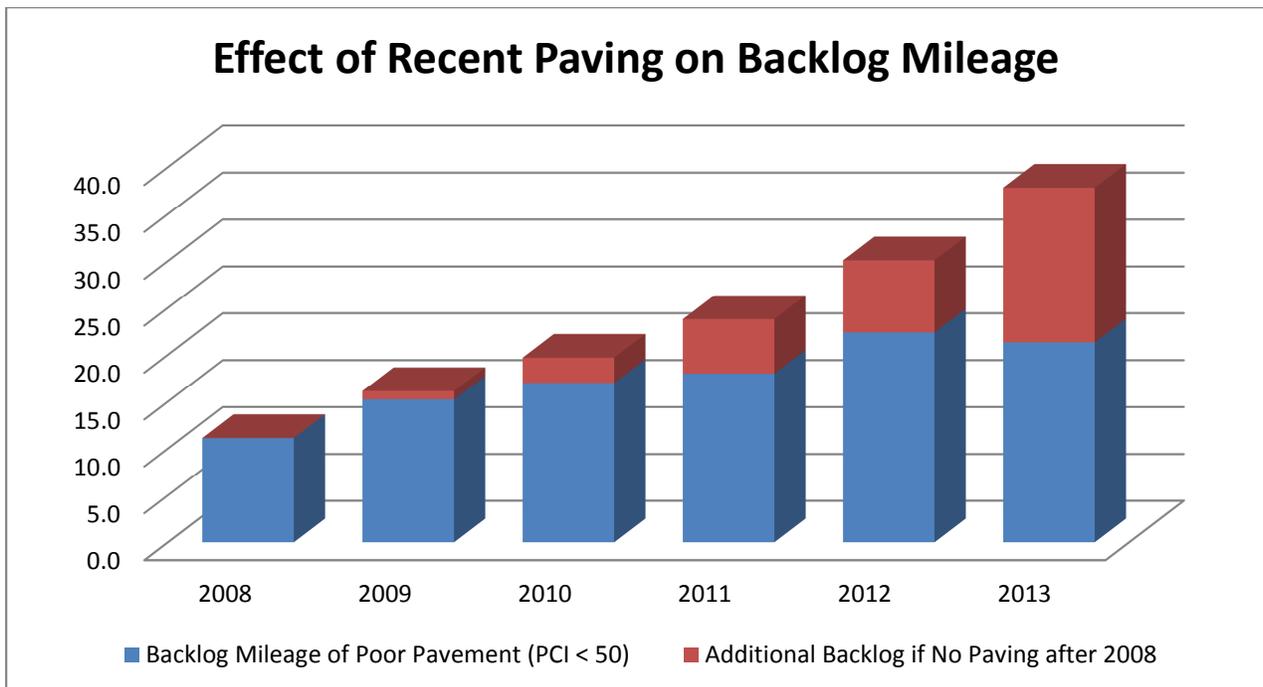
Paving Backlog

There are many local streets (both residential and commercial) in Tigard on which the pavement condition has deteriorated beyond the level at which most preventive maintenance treatments can be effective. These streets need more extensive repairs such as pavement overlay and rehabilitation. In pavement management terms, these are called ‘backlog’ streets. The table below shows how this backlog has grown in recent years:



There are approximately 21 miles of these ‘backlog’ streets on the Tigard city street system that need paving. This is approximately 14% of our total street mileage. The cost to pave these streets would be approximately \$10 million.

The graph below shows the current backlog of streets in poor pavement condition, and the additional miles that would be in poor condition if the last five years of paving had not been completed.



It is anticipated that the amount of this backlog will remain at about this level now that Street Maintenance Fee revenue is fully phased in, assuming that revenues and asphalt prices remain relatively consistent. Additional funding would be necessary to restore these streets to good pavement condition.

Finance Director’s Findings

The Finance Director has reviewed this report and future pavement maintenance funding requirements as identified in the Pavement Management Program (PMP). Data has not changed significantly from what the Council considered after the 2009 paving season.

Actual revenue collections for fiscal year 2012 and 2013 were analyzed and they were sufficient to meet the annual funding level set from the street maintenance plan along with the FY 2011-2012 and FY 2012-2013 Adopted Budgets. Completion of the street maintenance fee phase-in, along with an inflationary adjustment(s), is expected to generate sufficient revenue to fund the PMP in the coming years. The 2014-2018 CIP PMP approved budget is as follows:

Fiscal Year	2014	2015	2016	2017	2018
PMP	\$1,660,000	1,800,000	1,800,000	1,800,000	1,800,000

Additionally, the split between customer types was analyzed to determine if costs were equitably split when compared to revenues collected. The allocation of the costs of the five-year plan is set in TMC 15.20.050 and is summarized as follows:

Road Type	Percentage of Residential Allocation	Percentage of Non-Residential Allocation
Arterial	62%	38%
Local Commercial/Industrial	0%	100%
Collector	50%	50%
Neighborhood/Local	100%	0%

It is important to realize the fee is based on a five-year plan and that there will be variance from one year to the next where one customer group may subsidize another in any given year; the important thing is that the program costs reflect the revenues collected by customer type over the five-year period. If they do not, the TMC instructs the Finance Director to make recommendations based on this review. The following tables summarize my findings:

Customer Class	Total 2012 PMP Expense Related to Street Maintenance Fee	Percentage of Total 2012 Expense per TMC	Percentage of Revenue Collection	Share of Expenses Based on Revenue Collected	Variance
Residential	\$623,829	62%	65%	\$654,014	(\$30,185)
Non-Residential	\$382,347	38%	35%	\$352,162	\$30,185
Total	\$1,006,176			\$1,006,176	

Customer Class	Total 2013 PMP Expense Related to Street Maintenance Fee	Percentage of Total 2013 Expense per TMC	Percentage of Revenue Collection	Share of Expenses Based on Revenue Collected	Variance
Residential	\$1,240,855	75%	67%	\$1,108,457	\$82,720
Non-Residential	\$413,560	25%	33%	\$545,957	(\$82,720)
Total	\$1,654,414			\$1,654,414	

Tigard incurred \$1,006,176 in FY 2011-12 in the PMP expenses related to the street maintenance fee. Based on the types of roads, (arterial, collector, etc.), that received pavement maintenance through the PMP, \$623,829 (62 percent) of the PMP expenses should have been born by residential customers and \$382,347 (38 percent) of the PMP expenses should have been born by non-residential customers.

The actual revenues collected in FY 2012 have a slightly different split. Sixty-five percent of the revenues came from the residential sector and 35 percent of the revenues came from the non-residential sector. Based on the size of the PMP and the way revenues were collected, a more equitable split would have been for \$623,829 to come from the residential sector and for \$382,347 to come from the non-residential sector. During the last year, the residential sector subsidized the non-residential sector by \$30,185, or three percent of the total PMP.

The actual revenues collected in FY 2013 reversed the trend of residential customers subsidizing non-residential. Sixty-seven percent of the revenues came from the residential sector and 33 percent of the revenues came from the non-residential sector. Based on the size of the PMP and the way revenues were collected, a more equitable split would have been for \$1,025,737 to come from the residential sector and for \$628,677 to come from the non-residential sector. During the last year, the non-residential sector subsidized the residential sector by \$82,720, or five percent of the total PMP. When the reports for FY 2010 and FY 2011 are taken into account to provide a four year picture, non-residential customers have subsidized residential customers by 4%. The Finance Director does not find this difference to be material enough to necessitate a recalculation.. In the long term, engineering staff estimates that the actual paving expenses will be consistent with the residential/non-residential revenue split.

Attachment A

2012 Paving Projects

-  Pavement Overlay
-  Slurry Seal

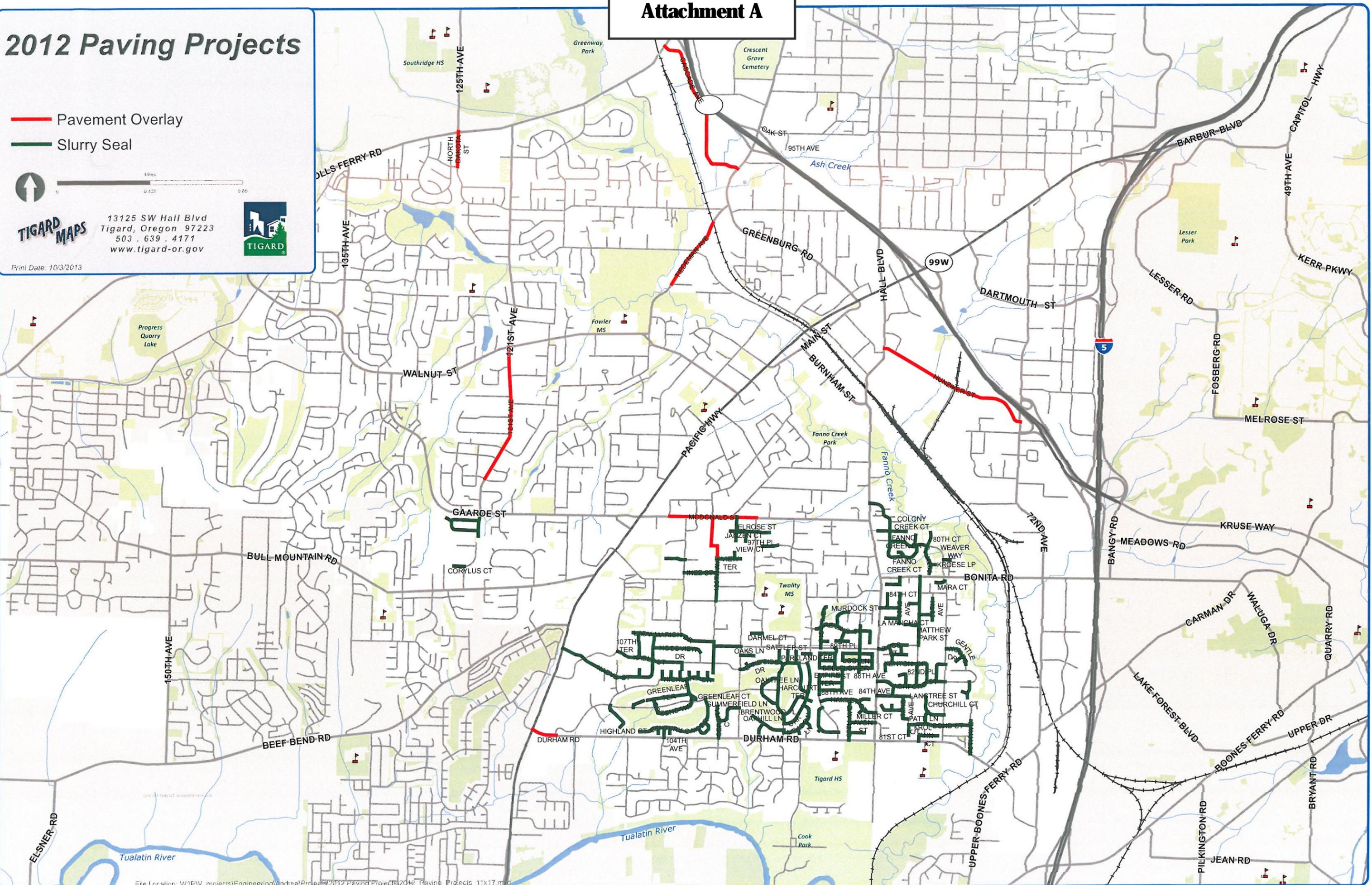


TIGARD MAPS

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Print Date: 10/3/2013



Attachment B

2013 Pavement Management Projects

- Asphalt Overlay
- Slurry Seal & Crack Seal

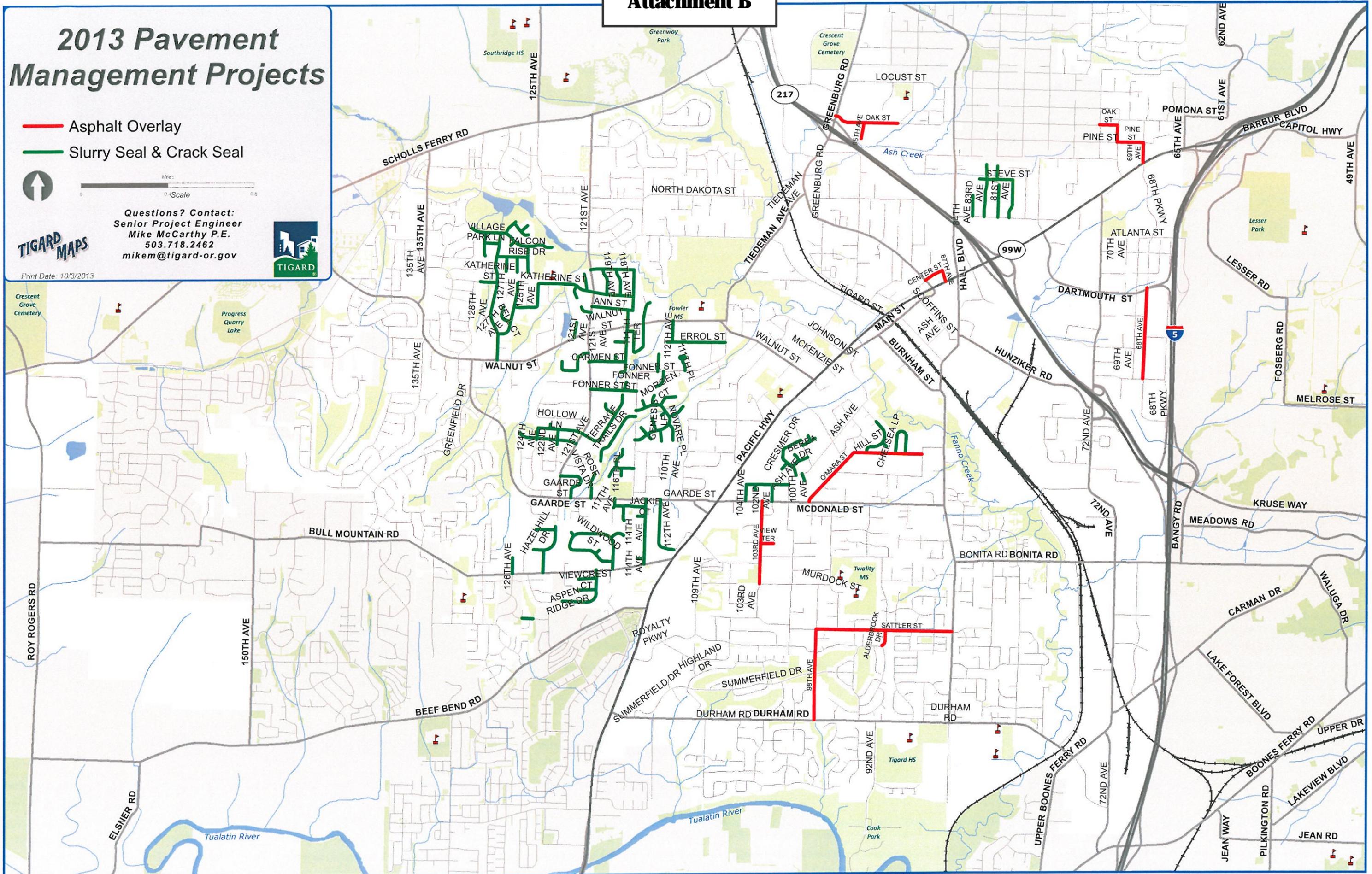


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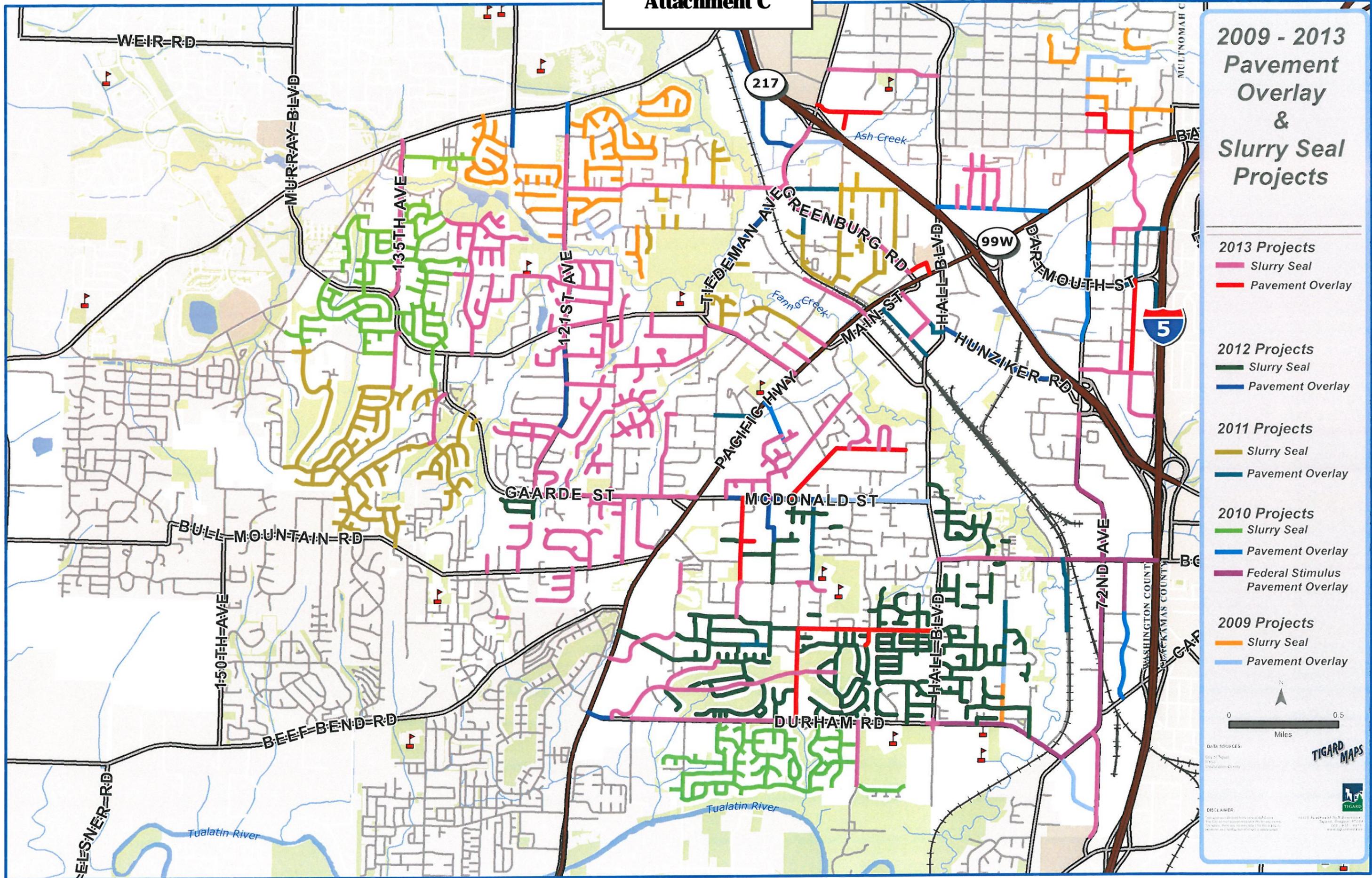


TIGARD MAPS

Print Date: 10/3/2013



Attachment C



ROW Maintenance Update
October 1, 2013

Background

On January 5, 2010, Council adopted Ordinance No. 10-01, which amended the previous Street Maintenance Fee ordinance, and now includes a provision for right-of-way (ROW) maintenance on the city's arterial and collector streets. The ordinance now specifically covers such things as, "...maintenance and enhancement of planting strips, medians and areas between sidewalks and property lines on these streets to prevent the uncontrolled growth of weeds and other undesirable vegetation in these areas. It does not include repair or replacement of existing sidewalks." The primary focus of the program is to address streets where there are double-frontage lots (where houses back up to the collector or arterial). It is these situations where the ROW tends to be neglected.

The Street Maintenance Fee (SMF) was increased as a result of this ordinance and the final adopted revenue level was \$100,000 per year.

Targeted Streets

For a refresher, staff initially worked to develop an overall list of candidate streets that could receive attention under this program. We focused most of the effort on the streets with double-frontage lots and specifically looked for segments of ROW that are currently in poor condition and may need some level of improvement to bring them up to a "look" that better matches the segments that are in good condition. Below is a list of streets, prioritized by their need for improvement. Some streets near the bottom of the priority list are only in need of on-going maintenance.

Priority	Street	General Description
1	Durham Road	Between 79 th Avenue and 108 th Avenue
2	Gaarde Street	Between 121 st Avenue and Walnut Street
3	Greenburg Road	Median island north of Washington Square Road
4	Walnut Street	Between Pacific Highway and 135 th Avenue
5	135 th Avenue	Between Scholls Ferry Road to Walnut
6	121 st Avenue	Between Springwood Lane and Gaarde Street
7	Bonita Road	Between Hall and railroad ROW
8	72 nd Avenue	Between Pacific Highway and Varns Street
9	Dartmouth Street	Between 68 th Parkway and Pacific Highway
10	Tiedeman Avenue	Between Fowler Middle School and the railroad ROW
11	Hunziker Street	Between 72 nd Avenue and Wall Street
12	68 th Parkway	South of Pacific Highway
13	Cascade Avenue	Between Greenburg Road and Scholls Ferry Road
14	Burnham Street	Center medians, planters and tree wells
14	Main Street	Medians and planters between Scoffins and Pacific Highway
15	Haines Street	Between 68 th Parkway and I-5

Fiscal Year 2012 Accomplishments

In FY 2012, the program successfully completed improvement work on the following streets:

- Durham Road
- Gaarde
- Greenburg Island near Locust

Improvements on any given road can vary, depending upon the initial condition, width of space available, and presence of other trees or shrubs. Public Works staff reviews the list of streets each year and will determine what level of improvement is warranted.

On-going maintenance of ROW segments includes weeding, pruning and eventual barkdust replacement.

Fiscal Year 2013 Accomplishments

In FY 2013, the following streets were addressed with improvements:

- 135th
- Durham
- Datrmouth
- Bonita at Hall

Fiscal Year 2014 Plan

Staff recently advertised for the improvement and maintenance plan for Fiscal Year 2014. The list of streets proposed for improvement :

- Barrows Road
- Gaarde
- Walnut

Future of the ROW Maintenance Program

As this program rolls into a routine maintenance pattern on the list of streets above, staff believes that the current level of funding can support the annual maintenance costs of those streets. However, staff would like to discuss with council the issue of Pacific Highway and council's previous direction to see additional trees and landscape installed to provide a more aesthetically pleasing experience for motorists. Examples of this type of work can be found along the southbound lanes beginning at Canterbury Lane and extending to approximately Beef Bend Road. Staff worked with ODOT to ensure that additional trees and shrubs were installed.

Another example is the pending Walmart improvements, where a median will be installed north of the Highway 217 interchange. ODOT's typical standard is to not install trees or landscape in their center medians, but Tigard requested that the median be landscaped. ODOT will require the city to maintain the landscape in that median or any future road improvement on the highway if Tigard requests the additional trees or landscape. Funding for that maintenance work has not been permanently identified, and staff recommends the council consider a policy

question as to whether or not they would like city street and/or ROW maintenance resources to be used to fund landscape work on an ODOT facility.

If council chooses to use city resources to fund landscape maintenance in ODOT ROW, the following are options council could consider:

1. Use Existing Resources:
 - a. Cut into our Street Division operational budget to cover the cost. The impact would result in less resources being available for routine street maintenance work on city streets, such as pothole repairs, larger digout repairs, street sign work, striping maintenance, etc.
 - b. Increase the ROW Maintenance component of the Street Maintenance Fee to accommodate this additional workload. The impact would reduce the portion of the SMF that would go toward slurry seals and overlays.
2. Add Additional Resources:
 - a. Council could choose to increase the amount of the Street Maintenance Fee overall to ensure that enough revenue would be generated to accommodate the additional workload.