



City of Tigard Tigard Special Meeting - Agenda

TIGARD CITY COUNCIL, LOCAL CONTRACT REVIEW BOARD AND CITY CENTER DEVELOPMENT AGENCY Revised 1/30/2013: Agenda Item 3 postponed to March 5, 2013; Executive Sessions for the CCDA and the City Council were added; and Agenda Item 5B on the council's consent agenda was added.

MEETING DATE AND TIME: February 5, 2013 - 6:30 p.m.

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

PUBLIC NOTICE:

Times noted are estimated.

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

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

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

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

- This meeting will not be televised.

SEE ATTACHED AGENDA



City of Tigard Tigard Special Meeting - Agenda

TIGARD CITY COUNCIL, LOCAL CONTRACT REVIEW BOARD & CITY CENTER DEVELOPMENT AGENCY Revised 1/30/13: Agenda Item No. 3 postponed to March 5, 2013; Executive Sessions for the CCDA and the City Council were added; and Agenda Item 5B on the council's consent agenda was added.

MEETING DATE AND TIME: February 5, 2013 - 6:30 p.m.

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

6:30 PM

1. SPECIAL MEETING
 - A. Call to Order- City Council, Local Contract Review Board & City Center Development Agency
 - B. Roll Call
 - C. Pledge of Allegiance
 - D. Council Communications & Liaison Reports
 - E. Call to Council and Staff for Non-Agenda Items

CITY CENTER DEVELOPMENT AGENCY MEETING

2. EXECUTIVE SESSION: The Tigard City Center Development Agency will go into Executive Session to discuss real property transactions 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. Executive Sessions are closed to the public. **This Executive Session was added to the agenda on 1/30/2013.
6:35 p.m. - time is estimated**
3. CITY CENTER DEVELOPMENT AGENCY CONSENT AGENDA
 - A. Approve City Center Development Agency Meeting Minutes:
 1. December 4, 2012
4. ~~RECEIVE REPORT ON DEVELOPER INTERVIEWS~~
This item has been postponed to the March 5, 2013, CCDA Meeting.

CITY COUNCIL MEETING

7:10 p.m. - time is estimated

- 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. Executive Sessions are closed to the public. **This Executive Session was added to the agenda on 1/30/2013.**

5. CITY COUNCIL CONSENT AGENDA

7:25 p.m. - time is estimated

A. Approve City Council Meeting Minutes:

1. November 13, 2012
2. November 20, 2012
- ~~November 27, 2012~~ - Minutes will be rescheduled.
- ~~December 18, 2012~~ - Minutes will be rescheduled.
3. January 10, 2013

B. **Receive and File: This agenda item was added on January 30, 2013.**

1. 2012 Fourth Quarter Goal Update
2. 2013 City Council Appointment Matrix

6. LOCAL CONTRACT REVIEW BOARD

7:30 p.m. - time is estimated

CONSIDER AWARD OF DIRKSEN NATURE PARK PROPERTY DESIGN DEVELOPMENT AND CONSTRUCTION DOCUMENTATION TO WH PACIFIC

7. CONSIDER ORDINANCE TO EXTEND PGE NON-EXCLUSIVE UTILITY FRANCHISE

7:50 p.m. - time is estimated

8. RECEIVE UPDATE ON CLEAN WATER SERVICES PLAN DISTRICT

9. COUNCIL LIAISON REPORTS

10. NON AGENDA ITEMS

11. ADJOURNMENT

8:15 p.m. - time is estimated

AIS-1165

A.

Special Meeting

Meeting Date: 02/05/2013

Length (in minutes):

Agenda Title: CCDA Consent Agenda

Submitted By: Carol Krager, City Management

Item Type: Motion Requested

Meeting Type: Special Meeting

Public Hearing

Newspaper Legal Ad Required?: No

Public Hearing Publication

Date in Newspaper:

Information

ISSUE

Approve December 4, 2012 City Center Development Agency Minutes

STAFF RECOMMENDATION / ACTION REQUEST

KEY FACTS AND INFORMATION SUMMARY

OTHER ALTERNATIVES

COUNCIL OR CCDA GOALS, POLICIES, MASTER PLANS

DATES OF PREVIOUS CONSIDERATION

Attachments

December 4, 2012 CCDA Minutes



City of Tigard
 City Council/City Center Development Agency
 Meeting Minutes – December 4, 2012

1. CITY COUNCIL & CITY CENTER DEVELOPMENT AGENCY BOARD MEETING

A. At 6:34 p.m. Chair Dirksen called the December 4, 2012, City Council/City Center Development Meeting to order.

B. Deputy Recorder Krager called the roll.

	Present	Absent
CCDA Director Woodard	✓	
CCDA Director Wilson	✓	
CCDA Director Buehner	✓	
CCDA Chair Dirksen	✓	
CCDA Director Henderson	✓	

Staff present: Assistant City Manager Newton, City Attorney Hall, Redevelopment Project Manager Farrelly and Deputy Recorder Krager

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

2. NON AGENDA ITEMS

Director Buehner said she will present a report at the next council business meeting.

3. PRESENTATION FROM GREATER PORTLAND, INC. REPRESENTATIVES

 Redevelopment Project Manager Farrelly introduced this item and said there is a lot of interest in exploring how the city can promote local economic development. During the joint meeting with the City Center Development Agency in October there were a lot of different opinions expressed on what economic development is. He said what the city is doing in the urban renewal district is economic development, but acquiring more open space and improving roads is a form of economic development because it attracts more people to

**TIGARD CITY CENTER DEVELOPMENT AGENCY MINUTES -
 December 4, 2012**

live here and may also attract more businesses. He said one way Tigard is active regionally is being an economic development partner (small city consortium investor) in Greater Portland, Inc. (GPI) for several years. He said a representative from GPI was present to give information to council on their program.

Derrick Olsen, Vice President of Regional Strategy & Coordination for Greater Portland, Inc. gave a presentation. His PowerPoint and information about GPI are in the meeting packet. He said he grew up in Tigard, attending Templeton Elementary and Fowler Middle School, and graduated from Tigard High. He said he was excited to talk with Tigard about something he strongly believes in, which is working together to build the area's economic future. He commented that Redevelopment Project Manager Farrelly is a regular at their monthly luncheon meetings.

 Mr. Olsen said GPI is a regional, public/private consortium that helps companies expand and locate to the Portland-Vancouver area, and includes seven counties and two states. The five counties in Oregon include Clackamas, Columbia, Multnomah, Yamhill and Washington. He said Tigard is part of the small cities consortium. The next leader of this group will likely to be Tualatin Mayor Ogden, who is running unopposed.

Director Buehner asked how memberships for small and large cities differ. Mr. Olsen said the membership is on a sliding scale. Tigard is the top end of the small cities consortium which has cities as small as Fairview. The large cities consortium includes Portland, Vancouver, Hillsboro, Gresham and Beaverton.

Director Henderson asked about first tier and second tier cities. Mr. Olsen said GPI is establishing partnership rules of the game to avoid such actions as poaching from other cities, and learning how to work together. He noted for example, Portland has a different set of issues than a smaller city that does not have fulltime, dedicated, economic development staff.

 Mr. Olsen said GPI sees this as a global competition, not regional or local. Trade sector jobs are keys to a faster growing economy. Many metro areas in the United States are joining regionally in public/private partnerships, including Austin, Denver, Charlotte and Pittsburgh. He said GPI is looking at other partnerships to learn what the best practices are. Director Buehner said she attended a presentation on the differences between Seattle and Portland metropolitan areas and the presenter commented that in Portland and the eastside, there seems to be a real split in where they want to go which gets in the way of progress. Washington County was pulling the rest of the region along. She asked, "Why is there a benefit for us to be involved in a regional effort when other places are dragging us back?" Mr. Olsen said that while Washington County, especially with Intel, is an economic leader, GPI takes the approach that what is good for one is good for all. He said, "There is a good bet that a plant in Gresham hires people who live in Tigard. That crossing is important. We

TIGARD CITY CENTER DEVELOPMENT AGENCY MINUTES – December 4, 2012

have very strong partners in the east Metro area.” He noted that Intel is one of Vancouver, Washington’s top five employers even though they do not have a facility located there.

Mr. Olsen said GPI’s objective is to position the greater Portland region as a global center for high-quality economic growth. The three key aspects comprising this action-oriented plan are: Business Development, Marketing and Branding, and Regional Strategy and Coordination. Business Development includes retention, expansion and targeted recruitment of businesses from the region’s four target clusters:

- Athletic and outdoor apparel and gear
- High-tech/software
- Advanced manufacturing (includes food processing to transportation equipment)
- Clean technology

Director Buehner asked if statistics are kept on where these new businesses land; in Portland or the rest of the Metro area. Mr. Olsen said GPI’s goal is to “land the region.” He said they remain neutral but a company moving here will have preferences for particular infrastructure or work force requirements. He said GPI does not get into transportation policy or education funding issues. He said these are critical areas for a company choosing a location but GPI feels there are other agencies with greater expertise in those longer-term issues.

Director Buehner asked if GPI gets involved with helping new companies work through local regulatory processes. Mr. Olsen said city partners handle that coordination, but GPI always works in concert with the locality.

Mr. Olsen said that for marketing and branding, GPI uses real-life regional business leaders to demonstrate the case. Information is published in in-flight magazines, Oregon Live and in areas where most of their expansion comes from.

Director Woodard referred to marketing and branding and asked if cities load map data and other information themselves or if GPI hires an outside consultant to make sure companies are getting the latest available information. He asked what kind of tech support is given to members. Mr. Olsen said cities can load as much information as possible, to share information and highlight issues. Director Woodard confirmed that the city would have to provide the resources to upload the data. Mr. Olsen agreed and said the more the city gets involved, the more they get out of it.

Director Woodard commented that GPI’s role seemed to him to be a regional integrator for economic development. Mr. Olsen agreed and said GPI tries to get as many cities involved as possible so that when a company comes looking for a location, they have many choices and are likely to “land” here.

TIGARD CITY CENTER DEVELOPMENT AGENCY MINUTES – December 4, 2012

 Director Buehner referred to a situation in Wilsonville that ended with a company being “poached” from them by Portland. She asked if GPI has policies to help reduce or eliminate this. Mr. Olsen said it was his understanding that the City of Wilsonville is now working on what types of incentives they can offer. He said GPI has regional principles of cooperation and recruitment protocols, or “how to play nicely,” and tries to avoid creating problems or hostility between cities.

Director Wilson asked what site selectors are looking for from GPI. Mr. Olsen replied that they pull the region together for them and get answers to their questions. He said they do targeted advertising to get leads but don’t spend much money on advertising. Director Wilson asked if site selectors had their own organization. Mr. Olsen said that the bigger companies have their own. Other companies may hire a professional site selector. Site selectors can cover a variety of industries. GPI’s job is to keep the information out there and on their minds so when an opportunity presents itself, they think of this region.

Mr. Olsen said he focuses on the Comprehensive Economic Development Strategy which ties together the work of the whole region in economic development and is a precursor for key federal funding. There is some support from the U.S. Department Commerce but what has also opened up are grant opportunities on workforce training, called the Jobs Innovation Accelerator Challenge Grant, which is a multiple federal agency grant. He said they received one grant last year focused on clean technology and won another this year on advanced manufacturing. He said, “The closer we work together, it is noticed, and is helpful when we apply for federal grants.”

Mr. Olsen discussed the Greater Portland Export Initiative. He said the region is currently exporting \$21 billion, which makes us one of the top ten in the country. He said the goal of the initiative is to double that in five years. He said doubling the investments in exports would potentially create over 100,000 jobs. He said Metro is very positive about this and he was excited that Mayor Dirksen would be on the Metro Council next year.

Director Woodard asked for examples of matching grants. Mr. Olsen said that so far the most significant source is the Jobs Innovation Accelerator Challenge Grant program. The export initiative is being done by in-kind contributions and the help from the Brookings Institute (along with Los Angeles, Syracuse, Minneapolis).

Director Wilson asked, based on their discussions with site selectors, what GPI sees as Tigard’s advantages and disadvantages. Mr. Olsen identified access to I-5, the railroad, a talented workforce, and a high quality of life as advantages. Disadvantages include long-term education funding and traffic snarls, which the region as a whole faces, not Tigard uniquely. Redevelopment Project Manager added that a main challenge is the lack of developable land. Director Buehner said that is why she is hoping to dedicate a large chunk of the newly annexed areas to commercial zoning.

TIGARD CITY CENTER DEVELOPMENT AGENCY MINUTES – December 4, 2012

 Director Henderson asked if the urban growth boundary is seen as a challenge to companies desiring to locate here. Mr. Olsen said it is an opportunity and a challenge. Some companies like the result of having those boundaries and they thrive because they like living here. He said there are also states that give away land but Oregon and Washington do not. Chair Dirksen said, “That is a good point... Tigard isn’t competing with Gresham and Wilsonville isn’t competing with Portland; the Portland metro area is competing with Charlotte and Austin. Economically, what benefits Beaverton, benefits Tigard.”

Director Buehner said she has been researching grants and there is a big cut-off for grants for cities with populations of under fifty-thousand. She said Tigard is just about to reach fifty-thousand in population. She said, “We need to start looking ahead at playing with the big boys. Being the biggest fish in a small pond is not the best way.” Chair Dirksen agreed that this is a conversation the city needs to hold, but noted that if a decision is made to step up to the larger city c, dues are more expensive.

Assistant to the City Manager Newton said she made a note of the need to examine where Tigard should be as we develop economic develop strategy. Director Henderson asked if staff could put together a list of pros and cons of larger vs. smaller city membership in GPI. Mr. Olsen referred council to a page in their information packet. Chair Dirksen thanked him for his presentation and commented that there is a lot for the city to consider.

4. APPROVE CITY CENTER DEVELOPMENT AGENCY MINUTES FOR:

A. September 4, 2012

Director Buehner moved and Director Henderson seconded the motion to approve the September 4, 2012 CCDA minutes. The motion passed unanimously.

	Present	Absent
CCDA Director Woodard	✓	
CCDA Director Wilson	✓	
CCDA Director Buehner	✓	
CCDA Chair Dirksen	✓	
CCDA Director Henderson	✓	

**TIGARD CITY CENTER DEVELOPMENT AGENCY MINUTES –
December 4, 2012**

5. DISCUSSION OF STRATEGIES FOR VACANT PROPERTIES AND TARGETED IMPROVEMENT PROGRAM

 Redevelopment Project Manager Farrelly updated council on an economic development strategy currently being pursued, the targeted investment program. He said the idea behind it is that increasing the number of food-related businesses will increase the vitality on Main Street. There are sixty storefronts on Main Street and five are currently vacant. This is an eight-percent vacancy, a number on par with downtown Portland. He noted that Jeffrey Allen is moving into the building on the corner of Main and Burnham Streets, and while their store appears to be vacant, they are actually in the process of renovation.

He said the targeted improvement RFP was sent out on September 6, 2012 to vacant property owners, their agents, and restaurant brokers and their clients. He contacted others with potential interest through direct contact or email. He said the amount of money offered is generous but is not enough to bring in someone who was not already planning relocation. He said there has been interest from a café that may need the timeline moved forward. He said Pacific Paint has signed a lease to move into a portion of the vacant A-Boy building so the paint store will be vacant.

Redevelopment Project Manager Farrelly said there had been some interest among the CCDA to consider buying and subletting properties as a way to jump-start development. However, staff was cautioned against this by the Portland Development Commission. They said it was fairly risky. Having a relationship with a broker is a recommended way to recruit businesses.

Director Wilson said he agreed that trying to lease and then sub-lease may not be a good idea, but suggested what might be productive is having a good relationship with the building owner which would encourage the right mix and might lead to mutually beneficial interests. Redevelopment Project Manager Farrelly thanked Director Wilson for meeting with the Dolans and describing the city's vision and programs.

Director Buehner suggested recruiting a Powell's bookstore for the downtown. She said the former Powell's on Cascade Avenue moved partly due to competition from Barnes and Noble. Barnes and Noble has since moved to Bridgeport. Redevelopment Project Manager Farrelly said the current outreach was focused on food-related businesses but there was no reason another type of retail could not be contacted.

Director Buehner commented that the space remaining in the former A-Boy building after the paint store moves in to a portion of it may be too large for a restaurant. Director Henderson suggested a good use would be artist spaces and a gallery. Redevelopment Project Manager Farrelly agreed that artists are often willing to take a chance on a neighborhood with lower rents and art can also revitalize an area.

TIGARD CITY CENTER DEVELOPMENT AGENCY MINUTES – December 4, 2012

Director Wilson said he was approached by the owner of Max's Brew Pub regarding the parking lot idea and would like to set up a meeting to continue the discussion.

6. EXECUTIVE SESSION: At 7:42 p.m. Chair Dirksen announced that the Tigard City Center Development Agency was entering into an executive session to conduct deliberations with persons designated by the governing body to negotiate real property transactions, under ORS 192.660 (2) (e). The executive session ended at 8:09 p.m.

7. ADJOURNMENT

At 8:09 p.m. Chair Buehner moved and Director Woodard seconded the motion to adjourn the meeting. All voted in favor.

	Yes	No
CCDA Director Woodard	✓	
CCDA Director Wilson	✓	
CCDA Director Buehner	✓	
CCDA Chair Dirksen	✓	
CCDA Director Henderson	✓	

Carol A. Krager, Deputy City Recorder

Attest:

Chair, Tigard City Center Development Agency

Date: _____

**TIGARD CITY CENTER DEVELOPMENT AGENCY MINUTES –
December 4, 2012**

Special Meeting**Meeting Date:** 02/05/2013**Length (in minutes):** 60 Minutes**Agenda Title:** Report on Developer Interviews**Submitted By:** Sean Farrelly, Community Development

Update, Discussion, Direct Staff

City Center Development

Item Type: Joint Meeting-Board or Other Juris.**Meeting Type:** Agency**Public Hearing:** No**Publication Date:****Information****ISSUE**

Presentation on Developer Interviews with Leland Consulting

STAFF RECOMMENDATION / ACTION REQUEST

The Board is requested to receive the presentation and to participate in the subsequent discussion with members of the City Center Advisory Commission who will be in attendance.

KEY FACTS AND INFORMATION SUMMARY

To advance the 2012 Council Goal #3 on revitalizing Downtown, Tigard retained Leland Consulting Group to interview local developers/firms in the region. Leland Consulting had previously prepared the "Development Strategy for Downtown" (a.k.a. the Leland Report) in 2007 and a "Strategy Update/ Five Year Assessment of Urban Renewal" in 2011, which have guided the development of CCDA work planning.

The interviews sought to determine:

- Levels of interest in working with and in the City of Tigard.
- Particular interest and/or concerns about the City-owned or to be acquired sites (Saxony-Pacific properties, which the city is in discussions to purchase; the city-owned Ash Ave. Public Works Yard and the city-owned Burnham/Ash house (a.k.a. Zuber house)).
- The state of the economy with regard to developers making investment and development decisions.
- Ideas and concerns that could be helpful to the City as it makes decisions going forward.

Six developers/firms with a history of successful urban development were interviewed:

- Vern Rifer, Vernon L. Rifer Real Estate Development
- Tony Marnella, Marnella Homes
- Tom Cody, Jonathan Ledesma, and Anyeley Hallova, Project^
- Bob Johnson, Marathon Management
- Tom Kemper, KemperCo, LLC
- Kira Rembold Cadore, Rembold Companies

The interviews were conducted in individual sessions with each developer. The discussions included an open dialogue about the properties, their observations, opinions, and recommendations. Some of the interviews included site tours with the developer and in some cases the developer chose to view the properties alone.

The results of the interviews are summarized in the attached Tigard Developer Interviews Report. The developers agreed that the Saxony-Pacific properties and the Public Works Yard have potential, in light of the improvement in the national real estate market. Downtown Tigard has a competitive advantage compared to other nearby communities (Lake Oswego, Beaverton) in that it has an established "double-loaded" (commercial development on both sides of the street) Main Street with affordable land values. The south end of Main Street is seen as the area of

greatest opportunity.

Leland Consulting made several recommendations on implementation to the City/CCDA based on the interviews and their expertise. The majority of these steps rely on agency and city staff to complete with Board consideration and approval:

- Complete the Main Street acquisitions. Public ownership of these sites will put the City in the driver's seat in terms of defining the desired type of development.
- Agency staff to meet with key property owners along Main Street to explore their interest in development, joint ventures, sale, or other initiatives that would leverage the upcoming Green Street project as well as the newly acquired sites.
- City staff to determine if, how, and when Public Works can be moved from the current site so as to accelerate the disposition and redevelopment of that site.
- City staff and board approval of a developer recruitment strategy that includes goals and objectives to be achieved through development—both on Main Street and the Public Works site. This is envisioned to be part of a city-wide overall economic development strategy as directed by the City Council in October 2012.
- Prepare development scenarios, including financial forecasts, to better inform Council about prospective returns on public capital as well as increased tax base, leverage (public to private investment) and other indicators. This work will help ensure that the City's expectations for redevelopment are realistic and can reasonably be achieved by private developers.
- Design the developer RFQ (request for qualifications) package and define and outline the DDA (development and disposition agreement) that will guide the public-private partnerships
- Consider modifying codes to provide a more streamlined application, land use, and design review sequence and timing as a strategic advantage to the City for attracting private capital into the community. Reduced timing, clear procedural rules, and greater assurance of approval (while fully protecting the public interest) will be a major attractor and advantage over entitlement processes in other (competing) cities.
- On a case-by-case basis, the Board and staff should be prepared to utilize one or more incentives (from the Policy Tools and Incentives Matrix) to help development overcome financial and market barriers. For each tool, the City should have clear policy guidelines regarding the conditions under which each tool would be made available (e.g., project financial need, provision of community benefits, target location, etc.). The most effective incentives would be:

Land Assembly

Streamlined permit process

Property tax abatements

Fee Waivers or subsidies

Subsidized loans

The report appendix also includes an overview of Tigard's demographics that can be used to engage with developers or to recruit new businesses.

OTHER ALTERNATIVES

The Board could direct staff to obtain further information for a future meeting.

COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS

Council Goal 3: Downtown

DATES OF PREVIOUS COUNCIL CONSIDERATION

September 4, 2012

Attachments

Developer Interviews Report



CITY OF TIGARD / CITY CENTER DEVELOPMENT AGENCY



TIGARD DEVELOPER INTERVIEWS REPORT

FOR SELECT DOWNTOWN TIGARD AND CITY-OWNED SITES

PREPARED FOR



CITY OF TIGARD /
CITY CENTER
DEVELOPMENT AGENCY

PREPARED BY



Contents

Introduction and Project Purpose.....	1
Developer Responses.....	3
Conclusions	9
Appendix.....	12

List of Figures

Figure 1. Map of Downtown Tigard and Three City-Owned Properties.....	3
Figure 2. Saxony Properties, Site #1.....	5
Figure 3. Public Works Yard, Site #2	6
Figure 4. Burnham and Ash, Site #3	7

Introduction and Project Purpose

The Community Development Department of the City of Tigard (“City”), at the request of the Mayor and City Council (acting as the board of the City Center Development Agency—Tigard’s urban renewal agency), initiated a developer interview process in order to provide the Board with a current understanding of how the development community views Tigard, its downtown, and several sites either owned by the City or potentially acquired by the City. The intent of the interviews was to gather vital information in support of adopted City Center Urban Renewal Plan goals:

- Goal 1: Revitalization of the Downtown should recognize the value of natural resources as amenities and as contributing to the special sense of place.
- Goal 2: Capitalize on Commuter Rail and Fanno Creek as catalysts for future investment and development.
- Goal 3: Downtown’s transportation system should be multi-modal, connecting people, places and activities safely and conveniently.
- Goal 4: Downtown’s streetscape and public spaces should be pedestrian-friendly and not visually dominated by the automobile.
- Goal 5: Promote high quality development of retail, office and residential uses that support and are supported by public streetscape, transportation, recreation and open space investments.

This report presents a summary of the pattern of opinion expressed in the interviews, key conclusions to be drawn from the developer responses, and a discussion of next steps.

The Developer Interview Process

To assist the City and urban renewal division, Leland Consulting Group, Urban Strategists and Development Advisors, was retained to conduct confidential developer interviews. This firm has a long standing working relationship with the City of Tigard on its downtown development and redevelopment efforts. The firm has also worked extensively with private developers in the region. Dave Leland, Managing Director of the firm, conducted the confidential developer interviews (Sean Farrelly, City Redevelopment Project Manager was present for four of the interviews). The term “confidential” in this context means that no particular remark is attributed to any individual. The process was intended to obtain as much candor and direct feedback as possible, with the promise for such directness assured by a commitment that individual comments would be consolidated into “patterns of observation.” The patterns sought were opinions of:

- Levels of interest in working with and in the City of Tigard.
- Particular interest and/or concerns about the City-owned or to be acquired sites.
- The state of the economy with regard to developers making investment and development decisions.
- Ideas and concerns that could be helpful to the City as it makes decisions going forward.
- Related information.

All of the developers interviewed have a history of successful urban development and therefore are considered by the industry and by their peers as knowledgeable parties. The participants interviewed, either in person or by phone, included:

- Vern Rifer, Vernon L. Rifer Real Estate Development
- Tony Marnella, Marnella Homes
- Tom Cody, Jonathan Ledesma, and Anyeley Hallova, Project^
- Bob Johnson, Marathon Management
- Tom Kemper, KemperCo, LLC
- Kira Rembold Cador, Rembold Companies

The interviews were conducted in individual sessions with each specific developer. The discussions included an open dialogue, a back-and-forth about the properties, their observations, opinions, and recommendations. Some of the interviews included site tours with the developer and in some cases the developer chose to view the properties alone. Some had been to the properties before the interviews began and some chose to visit them after the interviews, having the benefit of information provided during the discussion.

Leland Consulting Group has conducted similar interviews for more than 40 cities using a technique developed by the Urban Land Institute. It is not unusual during the course of such candid interviews to hear complaints or concerns from developers about working with a particular city. Leadership in the City of Tigard should be pleased to know that there were no such negative comments from any of those interviewed. Even if they had not worked in Tigard before, there was no expression of negative opinion or hearsay from others. The working relationship between the City, its elected officials, the staff, and the development community came across in these candid conversations as positive—a state of relationship that would be envied by many cities that do not enjoy as healthy a level of public-private cooperation. Goodwill between Tigard and the development and investment community is very important. While markets are coming back from the recession, developers have a lot of choices. A good working relationship, particularly in a public-private partnership, is a key asset for the City.

Developer Responses

As an organizing principle for the City Council/CCDA Board to understand the findings from this process, the patterns and lessons learned are categorized into a series of subjects. These subjects are in no particular order of priority or importance. However, most of the information does have some bearing on the overall pattern of responses. In effect, the answers are not simple—all or most of these subjects at some point intersect and have a bearing on decision making about what to do, where to do it, when, with what developer, at what cost, etc.

Site-Specific Feedback

In addition to gathering opinions about the overall downtown, which are discussed in more detail later, the interview process had a specific goal of finding out each developer's opinion on the three subject properties, described on the following pages. Each of the three properties were discussed in detail regarding their development potential, appropriate type of development, level of interest and potential City incentives that could increase project viability. The three sites are shown within the downtown context in Figure 1 below. A summary of each site is included in the following discussion. More detailed information regarding each property is included in the appendix of this report.

Figure 1. Map of Downtown Tigard and Three City-Owned Properties



Source: GoogleEarth, Leland Consulting Group

Site 1: Saxony Properties

The Saxony Properties are located on the southern end of Main Street, between Main Street and Highway 99W, directly adjacent to Fanno Creek. The property contains approximately 19,000 square feet. The initial concept for this property tested with the developers includes a future 2,000 to 5,000 square foot public space or plaza along Fanno Creek with the remainder of the property offered as a mixed-use development, with ground floor commercial and upper floor(s) office or residential components. For the Saxony Properties to achieve redevelopment, the existing structures have to be removed. There was some discussion of acquiring an additional building to the north (Perma-Treat, currently on the market) to further the intent of this acquisition and redevelopment opportunity.

These Main Street properties currently being negotiated for acquisition and resale by the City are a very different kind of project than the Public Works site (site #2). Interest in this location was reasonably strong. In particular, the fact that George Diamond, a developer with many holdings around the region, has purchased the brewpub property across the street from the acquisition (Saxony) site and is in the middle of a major remodel of the adjacent building, suggests that the south end of Main Street (in particular) has opportunity for a more expansive success.

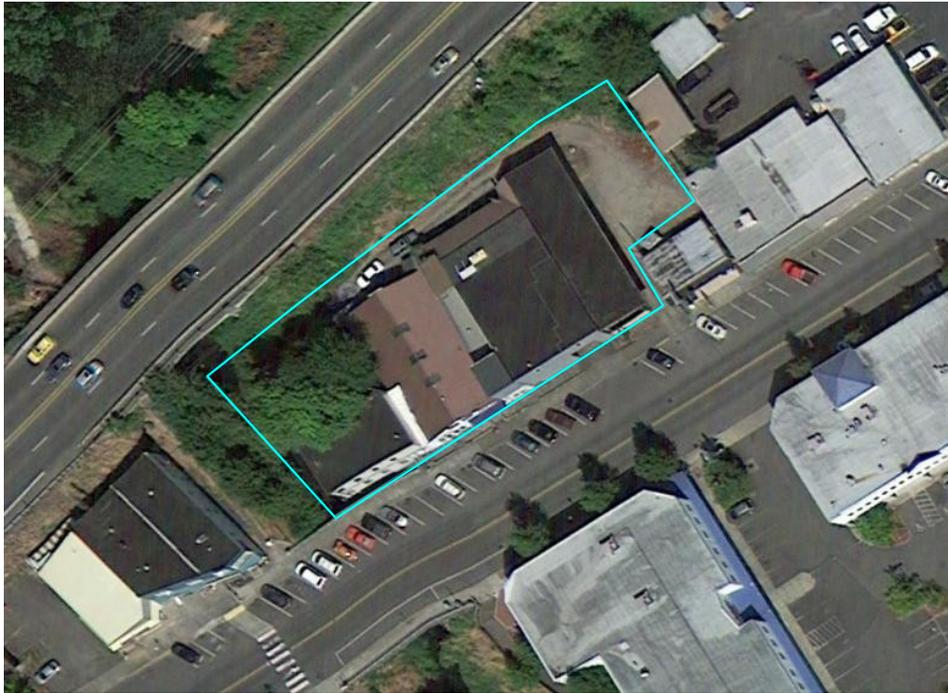
One of the strategies that emerged from discussions and tested with various developers is a focus on the south end of Main Street to include the properties developed by Diamond, redevelopment for mixed-use (retail and housing) on the two, to-be-acquired Saxony Properties, encouragement of a working relationship with the Dolan family (on the now vacant A-Boy building), and several other opportunity sites that would dramatically strengthen Main Street from its south entry up to Burnham Street. Diamond's purchase and redevelopment encourages investment by others.

Developers who expressed potential interest in the Saxony Properties site want more information. The City should prepare specific property details, as well as a series of photographs that help to explain the site. Follow up with the developers that expressed interest is very much encouraged. There were a number of questions about the relationship of the southern-most building and the concrete and steel footings that are in the creek and "public deck" concept. Leland Consulting Group is encouraging the City not to build the public deck as a stand-alone project but, rather, to make such an investment and amenity an integral part of a complete mixed-use solution.

The dialogue with several of the developers regarding the Saxony Properties strengthened the perception that the south end of Main Street has a higher probability for short-term success than does the north end. Given that there is only so much money that can be applied to Main Street at any given time, Leland Consulting Group recommends that it be predominately focused on the south end where activity is underway and reinvestment is occurring. The Saxony Properties can play a very significant role in this process, and if the interviews are accurate, there should be parties interested in responding to such a City-sponsored request.

Communication with the Dolan family about possible revitalization, redevelopment, and related solutions that can both benefit the Dolan family and Main Street is strongly encouraged. In effect, with the proper discussions, public-private partnering, and mutual and beneficial cooperation, it is conceivable that the entire south end of Main Street could be revitalized in a relatively simultaneous action. This strategy is further enhanced by the upcoming "Green Street" implementation that will take place along Main Street itself and, thereby, bring considerable revitalization, image, and personality to the public realm that connects each of these properties. This observation aligns with the City Council's 2012 Goals in which this area (Main Street at Fanno Creek) is identified as the area with the greatest redevelopment potential and, therefore, a place to concentrate resources.

Figure 2. Saxony Properties, Site #1



Source: GoogleEarth, Leland Consulting Group

Site 2: Public Works Yard

The largest of the three sites is currently occupied by the Tigard Public Works Department with a total of 3.26 acres, of which only 2.64 acres is actually developable. The site lies directly adjacent to Fanno Creek (park is to the south) with easy access to the trail system serving Fanno Creek and beyond. Also adjacent to the site is a newly constructed dog park. The site concept tested with the developers is for a residential development of up to 100 multifamily units.

This site received a good deal of discussion. All of the developers agree that it is a future housing site and that proximity to Fanno Creek Park is an attractor. The dog park was perceived as an amenity. Several developers spoke of serving smaller households in new housing projects in which pets are typically the norm. Having the dog park immediately next door is seen as an advantage because many of these developers have had to figure out how to deal with dogs in prior projects.

The question raised by several, if not most, of the developers was, although it is a housing site, should it be rental or should it be some form of ownership or some combination of housing. There was initial interest by developers interested in apartments, another interested in a for sale product, and still another for some form of mixed ownership and rental housing.

Since this was an initial inquiry with developers, it would be overstating interest to say that anyone is ready to move on this right now. There is the matter of Tigard Public Works still occupying the property as well as questions such as, does it need to be cleaned up environmentally, and how much of existing buildings and infrastructure have to be removed? The City, as recommended by Leland Consulting Group, should not remove buildings and infrastructure until such time that it has a binding agreement with a developer who has contractually agreed to build a product that is approved by the City. In effect, tearing everything out and cleaning up the site and waiting for a developer could be a long wait. It is much better for the public and private sectors to simultaneously commit to achieving the same objective.

Many of the developers are seeking good infill sites. The Public Works site is technically an infill site. However, with 2.5 acres of net developable area, it is considerably larger than the typical infill site. It will therefore require a developer with strong experience, credit capacity, and realistic debt and equity financing. Some of the developers interviewed are certainly worth following up with regarding the Public Works site.

There was a variety of discussion about the size of units that might go on to the Public Works site. Leland Consulting Group provided the developers with a general assessment of demographics for the City, and for a one, three, and five-mile radius around the properties (attached as an appendix). Still, more detailed market study and development programming will be necessary by any interested developer in specifically defining the appropriate housing product to go onto the property. That expenditure is not likely to occur until such time as a developer has expressed very serious interest in moving forward and is willing to risk some upfront investment to further examine the opportunity.

Figure 3. Public Works Yard, Site #2



Source: GoogleEarth, Leland Consulting Group

Site 3: Burnham and Ash

The smallest of the three properties is a single-family house located on a 12,600-square-foot lot on the corner of Burnham and Ash. The concept tested with developers for this site included a residential or mixed-use development. This property received virtually no interest from the interviewed developers as a near-term project. The City did have a serious proposal from a developer for a 37-unit apartment building on this and the adjacent property in 2011, but the financial gap was too great. Given the size of projects the interviewed developers typically pursue, there was lack of interest due to the scale (too small) of the potential project. However, that does not rule out redevelopment of this site. It suggests that as a small project, outreach to an infill developer that specializes in small sites is recommended. It would probably garner more interest from the development community if adjoining properties could be acquired. This particular site may take a while to redevelop.

Figure 4. Burnham and Ash, Site #3



Source: GoogleEarth, Leland Consulting Group

Other Feedback

Urban Renewal Area

Tigard's urban renewal area covers approximately 194 acres and is, by comparison to all of the City of Tigard, about 2.6 percent of the City's total land area. Investment in the urban renewal area today represents 1.9 percent of the City's total tax base. The 2011-2012 total assessed value of the URA was \$95.3 million. In 2011-2012, the total assessed value of City was \$5.127 billion. Due to the recession, virtually all downtowns have experienced very little development since 2008 because of highly constrained capital markets, lack of investment confidence, and consumer caution.

Entering 2013 is at a time when the housing market is experiencing better access to capital, a growing market, and remarkably low interest rates. Given vacant and underutilized land, there is future potential for significant additional investment in the urban renewal area. The fact that it is an urban renewal district will play a significant role going forward to encouraging private sector investment to help realize the City's objectives in strengthening its downtown and adjacent areas.

As is the nature of cities and particularly their more urban areas, a variety of land uses are included in the urban renewal area including the downtown and main street. However, the urban renewal area, in terms of uses and activities, accommodates a great many "urban personalities" including industry, civic uses, retail, office, a variety of housing, cultural facilities, entertainment, dining, and other uses. Therefore, what can and should work in one part of the urban renewal area may have little bearing in terms of what works in other parts. People that live in close proximity to downtown will become a positive contributor to shopping, dining, cultural activities, and other activities that can strengthen Tigard's investment in its Main Street.

While one of the main purposes of the interview process was to inform prospective developers about Tigard and sites owned or in the process of being acquired by the City, other objectives were pursued as well. It was an opportunity to introduce or reintroduce developers to Tigard, to what is happening in the central area, to understand and appreciate the City Council/CCDA Board's willingness to become

involved in public-private partnerships, and to convey the City of Tigard's strong interest in the growth and investment in Main Street and nearby properties. It was pointed out to the developers that the urban renewal area is comparatively smaller than one might find in other cities, which allows for a concentration of reinvestment capital, creating a financial condition for long-term successful public-private ventures. The other side of that coin is that a smaller district also has smaller potential bonding capacity (maximum of \$22 million over 20 years).

As one of the developers pointed out, "there are lots of properties and opportunities in the metropolitan area. Given the still emerging economy and real estate markets, being in an urban renewal district certainly enhances the opportunity through a public-private partnership."

Apartments

It was noted by multiple developers that the apartment market is very strong at this time. That can be explained in part by the fact that very few apartments were constructed in this region over the past 10 or more years because the condominium market had been so strong (in lieu of building apartments). Tigard did see some apartment investment during that 10-year history—185 apartments and 197 condominiums. With vacancy rates now in the three percent range, many developers are building apartments throughout the region. A normal vacancy rate for apartments is in the five to six percent range, which allows for turnover and realistic movement in the market. Because the real estate industry has been slow in most other sectors, lenders and developers have switched to apartments as one of the few viable sectors. If an apartment project is to be developed in the City's urban renewal area, it should be in the planning stage fairly soon in order to catch the current wave of an underserved market. At some point, overbuilding is possible, if not likely, because real estate development is not a well-integrated industry, thus "booms and busts" are a typical characteristic of its cycles. However, overbuilding is not an immediate threat. The best protection in an overbuilt market is having a high-quality, well-designed, well-managed, and well-priced project.

Concerns about Highway 99W

There were two instances of concern expressed about noise from Highway 99W in the downtown. This can and should be resolved with soundproofing for multistory buildings, although this adds to the development cost. There are successful examples around the country where soundproofing has removed that problem and, in doing so, made upper floor housing very habitable even in close proximity to high traffic volumes or even heavy freight railroads. The cost of additional soundproofing can be mitigated by superior design. Successful small unit housing is one of architecture's most challenging assignments. In a public-private partnership with the selected developer, the City should contractually insist that the project architects are highly experienced with demonstrated success in urban housing. The focus for each building should be to look into the downtown and Main Street and not to Highway 99W.

Conclusions

Tigard Has Potential

All of the developers in one way or another expressed a belief that Tigard has potential for development. Without overstating, this is positive and reassuring. In some cases, interviewed developers said the sites were too small for the kinds of projects they typically developed—not an objection to place, but rather, a matter of scale. Several of the developers expressed interest in either the Main Street properties or the Public Works Yard. Since successful developers focus on one or two types of investments, these two properties are not likely to be pursued by a common developer. In effect, a successful apartment developer is not likely to simultaneously pursue a mixed-use infill project. As described in the following paragraphs, both the Main Street and the Public Works properties can be pursued simultaneously, just not by the same developer.

In October of 2007, Leland Consulting Group prepared a “Development Strategy for Downtown Tigard.” That study, completed before the devastating international recession, spoke optimistically because virtually no one anticipated the depth of damage that would come from the recession. Nonetheless, the study pointed out “that in order to attract private investment, the City will need to address existing economic and physical constraints, including existing land uses that are incompatible with the Tigard Downtown Vision, fractured ownership and poor parcel configuration, access constraints, substandard development, and the presence of a relatively large supply of underutilized properties with a low ratio of improvement value to land value.”

In that same study, five areas where the City of Tigard should focus its development priorities were cited:

- Organization
- Policy
- Housing
- Retail
- Access, Transportation, and Parking

The 2007 report goes on to elaborate on these recommendations. Based on serving as strategists and development advisors to more than 90 downtowns, Leland Consulting Group has learned that cities and their downtowns must go through a “Getting Ready Phase” before real development can occur—regulations, staffing, policy support, an urban renewal district (established in May of 2006) and related tools and organization need to be put in place. Further, and highly important, elected leadership will need to provide strong support to public-private efforts. Tigard has been doing all of these things. But then, the recession hit, developers lost access to capital, lenders became, for all purposes, unwilling to lend, and the markets for urban products—housing, retail, and office—went stagnant.

In November of 2011, Leland Consulting Group prepared the “Tigard Downtown Strategy Update / Five Year Assessment of Urban Renewal.” That report reinforces the comments above about the recession and its impacts. Still, Tigard made achievements during this difficult period (examples):

- Reconstruction of Burnham Street
- TriMet opened the Westside Express Service linking Tigard with Beaverton and Wilsonville
- Community Partner for Affordable Housing opened the 48-unit Knoll (senior housing)
- Three property owners utilized urban renewal matching grants for building façade renovations

And while some progress was made, the recession truly put the brakes on investment. What happened in Tigard was mirrored all over America and was particularly noticeable in the housing industry. In 2012, and particularly the second half of the year, there has been a promising jump in both single family and multifamily home construction. This year (2013) promises to be even better as exceedingly low interest rates stimulate home purchases. National homebuilders are active again. Investors that have sat on the sidelines for years are getting back in the game. It is in that context of hope for real estate that the developer interviews were conducted. And as a result, there is expressed interest in both the Public Works site and the Saxony Properties in downtown Tigard.

Tigard's Competitive Advantage: "Main Street"

It became evident during the interview process that Tigard's Main Street provides a perceived competitive advantage compared to other nearby communities. The three closest central areas to Portland are Lake Oswego, Tigard, and Beaverton.

Lake Oswego has what is essentially a two-block Main Street from Millennium Park on the south next to the lake moving north along First Street to B Avenue. Property values in that area are high and redevelopment is being discussed, but has not as yet happened beyond the significant and successful Lake View Village. Land values in many cases exceed \$100 per square foot as compared to downtown Tigard, which ranges around \$20 per square foot—a distinct advantage.

To the west, Beaverton's original downtown, the historic district, seems to be slowly disappearing and much of Beaverton's downtown is still without a heart. Historically dominated by auto retailers, new and used, the large central area is without a true urban center. Retail is successful, but it is scattered in multiple locations rather than concentrated.

As part of this perspective, it became apparent during the interview process that Tigard is home to the only established double-loaded Main Street of these three close-in cities that still has affordable land values, and that can potentially attract significant redevelopment if it is effectively approached. The Main Street, granted, needs work, but there is investment occurring and that, in and of itself, is encouraging.

The City's potential acquisition of the Saxony Properties is a strategically wise decision. It carries enough front footage on Main Street that, when redeveloped with pedestrian-serving retail and service uses on the ground floor and either housing or offices above, it can benefit the properties across the street and vice versa.

What is important, however, is that the south end of Main Street should be approached assertively and as a unified project rather than a series of independent one-at-a-time transactions. By bringing all of the key property owners into the discussion, and by using urban renewal funds strategically to get maximum leverage from those dollars thereby putting additional private investment on the tax rolls, the result will be an overall plan and finished Main Street that is very successful for all parties concerned—the investors and developers, the tenants, the City, and the citizens of Tigard and its visitors who will frequent new shops and restaurants that will be a part of Tigard's Main Street experience.

A recommended next step is to discuss these findings and recommendations with the City Center Development Agency Board and City Center Advisory Commission. With clear support from City Council/CCDA Board, staff can move to strategies for the Public Works site and the south end of Main Street. More physical plans are not a priority. Tigard has physical plans for the downtown—implementation should begin now with negotiations and deal-making as follows:

- Complete the Main Street acquisitions. Public ownership of these sites will put the City in the driver's seat in terms of defining the desired type of development.
- Meet with key property owners along Main Street to explore their interest in development, joint ventures, sale, or other initiatives that would leverage the upcoming Green Street project as well as the newly acquired sites.
- Determine if, how, and when Public Works can be moved from the current site so as to accelerate the disposition and redevelopment of that site.

- Prepare a developer recruitment strategy that includes goals and objectives to be achieved through development—both on Main Street and the Public Works site. As the property owner, the City will have the opportunity and obligation to set clear expectations for the type, character, scale, and timing of development that will occur on these sites. Defining these terms up-front will help inform potential developers of the City's expectations and will result in responses that better meet the financial and land use expectations for Main Street.
- Prepare development scenarios, including financial forecasts, to better inform Council about prospective returns on public capital as well as increased tax base, leverage (public to private investment) and other indicators. This work will help ensure that the City's expectations for redevelopment are realistic and can reasonably be achieved by private developers.
- Design the developer RFQ (request for qualifications) package and define and outline the DDA (development and disposition agreement) that will guide the public-private partnerships. Public-private partnerships can be complex—laying the roadmap to completion up-front can help avoid delays.
- Consider modifying codes to provide a more streamlined application, land use, and design review sequence and timing as a strategic advantage to the City for attracting private capital into the community. Reduced timing, clear procedural rules, and greater assurance of approval (while fully protecting the public interest) will be a major attractor and advantage over entitlement processes in other (competing) cities.
- On a case-by-case basis, be prepared to utilize one or more incentives to help development overcome financial and market barriers. For each tool, the City should have clear guidelines regarding the conditions under which each tool would be made available (e.g., project financial need, provision of community benefits, target location, etc.). The tools that are most likely to be of benefit to potential developers include:
 - Land assembly: Downtown is characterized by small parcels under different ownerships. Assembling land into parcels that are large enough for new development to be viable can be a long and expensive process—and one that keeps developers away. By assembling and aggregating properties through willing-seller acquisitions, the City can gain control of useful sites and can then sell the property to a developer for the desired type of project.
 - Streamline permit process: Providing assurances to developers that a project can be entitled within an accelerated timeline will have direct economic benefit to developers (“time is money”) and can provide Tigard with a competitive advantage in the marketplace over other jurisdictions where the entitlement process is longer and more uncertain.
 - Property tax abatements: Property tax abatements can provide direct bottom-line benefits to developers by reducing or eliminating property taxes for a period of time (usually 10 years), which, in turn, has a direct and immediate impact on a developer's return on investment (ROI), particularly for rental properties where the developer will continue to own and operate the property after completion. While abating property taxes has the effect of eliminating tax increment generation on the property, it can be an effective tool for projects that meet certain public policy goals, which can range from measures of affordability to simply bringing development to a desired part of downtown.
 - Fee subsidies or waivers: Reducing or eliminating certain development impact fees has a direct impact on a project's bottom line. The waiving of such fees can be acceptable in a downtown environment since the infrastructure and services that would support the new development are typically already in place (e.g., roads, parks, etc.).
 - Subsidized loans: As discussed earlier, the current financial marketplace is very constrained for new development. As such, the City's ability to provide financing to developers (either at market, low interest, or zero interest) can help developer's fill critical financing gaps that can make the difference between a project that gets built and one that does not. If reduced or zero interest loans are considered, specific criteria will be needed to define the eligibility requirements. As the loan gets repaid over time, it can become a revolving funding program where revenues can be used to fund future projects.

Appendix

The appendix includes the following brief informational reports, generated by Leland Consulting Group and the City of Tigard respectively, which were given to the developers during the interview process. Some graphics and information from the following reports was used in this summary to illustrate key ideas and conclusions that surfaced during the interview process.

- A. Demographic Overview
- B. Information and Prospectus on City-Owned Sites
- C. Policy Tools and Incentives Matrix



CITY OF TIGARD



APPENDIX A: DEMOGRAPHIC OVERVIEW

PREPARED FOR
CITY OF TIGARD



PREPARED BY



2012

Tigard

Market Summary

Varies from 1-mile Market area by:



	1 mile	3 miles	Tigard city
Population Summary			
2000 Total Population	11,995	112,695	41,223
2000 Group Quarters	92	633	221
2010 Total Population	13,108	126,546	45,830
2015 Total Population	13,611	132,932	48,105
2010-2015 Annual Rate	0.76%	0.99%	0.97%
Household Summary			
2000 Households	4,694	47,125	16,507
2000 Average Household Size	2.54	2.38	2.48
2010 Households	5,069	52,172	18,081
2010 Average Household Size	2.57	2.41	2.52
2015 Households	5,258	54,701	18,940
2015 Average Household Size	2.57	2.42	2.53
2010-2015 Annual Rate	0.74%	0.95%	0.93%
2000 Families	2,962	29,278	10,739
2000 Average Family Size	3.09	2.97	3.03
2010 Families	3,119	31,692	11,518
2010 Average Family Size	3.14	3.04	3.09
2015 Families	3,194	32,818	11,934
2015 Average Family Size	3.15	3.06	3.11
2010-2015 Annual Rate	0.48%	0.70%	0.71%
Housing Unit Summary			
2000 Housing Units	4,973	49,819	17,369
Owner Occupied Housing Units	45.8%	57.1%	55.4%
Renter Occupied Housing Units	48.8%	37.5%	39.6%
Vacant Housing Units	5.4%	5.3%	5.0%
2010 Housing Units	5,452	55,910	19,255
Owner Occupied Housing Units	45.4%	56.1%	55.8%
Renter Occupied Housing Units	47.6%	37.2%	38.1%
Vacant Housing Units	7.0%	6.7%	6.1%
2015 Housing Units	5,711	59,166	20,353
Owner Occupied Housing Units	45.0%	55.3%	55.1%
Renter Occupied Housing Units	47.1%	37.1%	37.9%
Vacant Housing Units	7.9%	7.5%	6.9%
Median Household Income			
2000	\$44,054	\$52,346	\$51,632
2010	\$58,860	\$65,174	\$64,830
2015	\$66,139	\$75,437	\$74,436
Median Home Value			
2000	\$170,732	\$188,413	\$187,107
2010	\$287,566	\$325,788	\$320,749
2015	\$356,163	\$396,979	\$392,666
Per Capita Income			
2000	\$21,509	\$27,884	\$25,110
2010	\$26,696	\$33,753	\$30,800
2015	\$30,217	\$37,961	\$34,715
Median Age			
2000	32.9	36.0	34.5
2010	34.7	37.9	36.6
2015	34.7	38.0	36.8

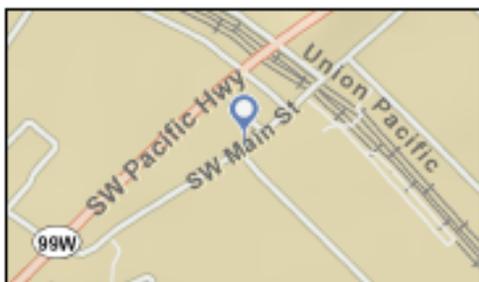
	1 mile	3 miles	Tigard city
2000 Households by Income			
Household Income Base	4,690	47,094	16,499
<\$15,000	9.7%	8.1%	8.8%
\$15,000 - \$24,999	13.8%	10.0%	11.6%
\$25,000 - \$34,999	14.5%	12.8%	11.4%
\$35,000 - \$49,999	17.5%	16.4%	16.3%
\$50,000 - \$74,999	21.5%	21.6%	21.7%
\$75,000 - \$99,999	13.7%	13.5%	14.5%
\$100,000 - \$149,999	7.5%	11.1%	10.6%
\$150,000 - \$199,999	0.9%	3.6%	3.3%
\$200,000+	0.9%	2.8%	1.8%
Average Household Income	\$53,877	\$66,236	\$62,439
2010 Households by Income			
Household Income Base	5,069	52,173	18,080
<\$15,000	6.6%	5.7%	5.8%
\$15,000 - \$24,999	8.7%	6.7%	7.6%
\$25,000 - \$34,999	9.0%	7.4%	7.4%
\$35,000 - \$49,999	17.2%	15.9%	14.9%
\$50,000 - \$74,999	25.1%	22.5%	23.2%
\$75,000 - \$99,999	13.4%	14.8%	15.0%
\$100,000 - \$149,999	16.0%	17.8%	18.8%
\$150,000 - \$199,999	2.7%	4.7%	4.1%
\$200,000+	1.4%	4.4%	3.3%
Average Household Income	\$67,886	\$81,748	\$77,880
2015 Households by Income			
Household Income Base	5,258	54,703	18,942
<\$15,000	4.9%	4.1%	4.2%
\$15,000 - \$24,999	6.7%	5.0%	5.7%
\$25,000 - \$34,999	6.7%	5.2%	5.3%
\$35,000 - \$49,999	11.9%	10.5%	9.7%
\$50,000 - \$74,999	28.4%	24.9%	25.5%
\$75,000 - \$99,999	13.7%	14.7%	14.8%
\$100,000 - \$149,999	22.3%	24.1%	25.4%
\$150,000 - \$199,999	3.7%	6.3%	5.3%
\$200,000+	1.7%	5.2%	4.0%
Average Household Income	\$76,958	\$92,163	\$87,970
2000 Owner Occupied Housing Units by Value			
Total	2,244	28,431	9,654
<\$50,000	2.7%	2.2%	1.1%
\$50,000 - \$99,999	4.1%	4.2%	2.4%
\$100,000 - \$149,999	23.5%	16.5%	16.5%
\$150,000 - \$199,999	44.3%	35.0%	41.1%
\$200,000 - \$299,999	20.4%	27.9%	26.8%
\$300,000 - \$499,999	4.5%	12.5%	10.8%
\$500,000 - \$999,999	0.4%	1.5%	1.1%
\$1,000,000 +	0.1%	0.1%	0.2%
Average Home Value	\$182,021	\$212,792	\$210,355
2000 Specified Renter Occupied Housing Units by Contract Rent			
Total	2,428	18,642	6,857
With Cash Rent	98.9%	98.5%	99.2%
No Cash Rent	1.1%	1.5%	0.8%
Median Rent	\$593	\$656	\$613
Average Rent	\$618	\$720	\$668
2000 Population by Age			
Total	11,995	112,696	41,223
0 - 4	7.3%	6.6%	7.7%
5 - 9	6.8%	6.9%	7.2%
10 - 14	6.5%	6.7%	6.7%
15 - 24	14.7%	12.4%	12.9%
25 - 34	18.3%	15.7%	16.3%
35 - 44	17.3%	17.2%	17.7%
45 - 54	14.2%	15.4%	14.2%
55 - 64	7.3%	7.9%	7.2%
65 - 74	4.0%	5.1%	4.5%
75 - 84	2.6%	4.4%	4.2%
85 +	0.9%	1.8%	1.4%
18 +	75.4%	75.9%	74.5%

	1 mile	3 miles	Tigard city
2010 Population by Age			
Total	13,107	126,548	45,831
0 - 4	7.2%	6.5%	7.3%
5 - 9	6.2%	6.3%	6.7%
10 - 14	6.0%	6.2%	6.4%
15 - 24	14.1%	12.0%	12.1%
25 - 34	17.1%	15.0%	15.1%
35 - 44	14.8%	14.5%	14.9%
45 - 54	14.7%	15.3%	14.8%
55 - 64	11.0%	12.1%	11.4%
65 - 74	5.2%	6.4%	5.9%
75 - 84	2.7%	3.9%	3.8%
85 +	1.1%	2.1%	1.7%
18 +	77.1%	77.4%	75.9%
2015 Population by Age			
Total	13,611	132,932	48,104
0 - 4	7.2%	6.5%	7.2%
5 - 9	6.3%	6.3%	6.7%
10 - 14	6.1%	6.2%	6.5%
15 - 24	13.8%	11.6%	12.0%
25 - 34	17.2%	15.0%	14.8%
35 - 44	14.3%	14.4%	14.5%
45 - 54	13.6%	14.0%	13.6%
55 - 64	11.2%	12.1%	11.6%
65 - 74	6.6%	8.1%	7.6%
75 - 84	2.9%	3.9%	3.8%
85 +	1.0%	1.9%	1.5%
18 +	77.1%	77.5%	75.9%
2000 Population by Sex			
Males	50.7%	48.5%	49.0%
Females	49.3%	51.5%	51.0%
2010 Population by Sex			
Males	50.4%	48.5%	49.1%
Females	49.6%	51.5%	50.9%
2015 Population by Sex			
Males	50.2%	48.6%	49.1%
Females	49.8%	51.4%	50.9%
2000 Population by Race/Ethnicity			
Total	11,996	112,694	41,223
White Alone	84.0%	86.7%	85.4%
Black Alone	1.3%	1.2%	1.1%
American Indian Alone	0.8%	0.5%	0.6%
Asian or Pacific Islander Alone	5.0%	5.8%	6.1%
Some Other Race Alone	5.8%	2.6%	3.8%
Two or More Races	3.1%	3.2%	3.0%
Hispanic Origin	14.5%	6.2%	8.9%
Diversity Index	46.9	33.3	38.7
2010 Population by Race/Ethnicity			
Total	13,107	126,546	45,829
White Alone	77.9%	81.6%	80.0%
Black Alone	2.1%	2.0%	1.9%
American Indian Alone	0.8%	0.6%	0.7%
Asian or Pacific Islander Alone	6.2%	7.7%	7.7%
Some Other Race Alone	9.2%	4.1%	6.0%
Two or More Races	3.8%	3.9%	3.7%
Hispanic Origin	22.2%	10.0%	13.8%
Diversity Index	60.1	44.9	50.9
2015 Population by Race/Ethnicity			
Total	13,611	132,932	48,104
White Alone	75.6%	79.4%	77.5%
Black Alone	2.4%	2.3%	2.2%
American Indian Alone	0.9%	0.6%	0.7%
Asian or Pacific Islander Alone	6.7%	8.7%	8.7%
Some Other Race Alone	10.3%	4.7%	6.8%
Two or More Races	4.1%	4.3%	4.0%
Hispanic Origin	25.6%	11.9%	16.1%
Diversity Index	64.3	49.5	55.6

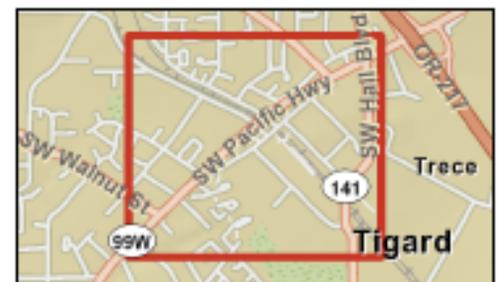
	1 mile	3 miles	Tigard city
2000 Population 3+ by School Enrollment			
Total	11,443	108,430	39,263
Enrolled in Nursery/Preschool	1.2%	1.9%	1.6%
Enrolled in Kindergarten	1.2%	1.5%	1.8%
Enrolled in Grade 1-8	10.7%	11.3%	11.5%
Enrolled in Grade 9-12	5.1%	5.3%	5.1%
Enrolled in College	5.4%	4.9%	4.8%
Enrolled in Grad/Prof School	1.3%	1.5%	1.3%
Not Enrolled in School	75.1%	73.7%	73.8%
2010 Population 25+ by Educational Attainment			
Total	8,732	87,464	30,955
Less Than 9th Grade	6.1%	2.3%	3.4%
9th to 12th Grade, No Diploma	5.6%	3.5%	4.2%
High School Graduate	21.9%	16.2%	18.0%
Some College, No Degree	25.6%	24.1%	25.6%
Associate Degree	9.3%	8.3%	9.0%
Bachelor's Degree	20.5%	30.2%	27.4%
Graduate/Professional Degree	10.9%	15.4%	12.5%
2010 Population 15+ by Marital Status			
Total	10,577	102,613	36,478
Never Married	34.5%	29.6%	29.1%
Married	48.5%	52.5%	53.8%
Widowed	2.9%	5.3%	4.7%
Divorced	14.1%	12.5%	12.4%
2000 Population 16+ by Employment Status			
Total	9,411	88,781	31,809
In Labor Force	74.8%	71.1%	72.2%
Civilian Employed	70.5%	68.2%	68.8%
Civilian Unemployed	4.3%	2.9%	3.4%
In Armed Forces	0.0%	0.0%	0.0%
Not In Labor Force	25.2%	28.9%	27.8%
2010 Civilian Population 16+ in Labor Force			
Civilian Employed	88.0%	89.9%	89.5%
Civilian Unemployed	12.0%	10.1%	10.5%
2015 Civilian Population 16+ in Labor Force			
Civilian Employed	90.4%	92.0%	91.7%
Civilian Unemployed	9.6%	8.0%	8.3%
2000 Females 16+ by Employment Status and Age of Children			
Total	4,665	46,439	16,507
Own Children < 6 Only	10.3%	8.2%	9.8%
Employed/in Armed Forces	6.2%	4.8%	5.6%
Unemployed	0.3%	0.2%	0.3%
Not in Labor Force	3.8%	3.2%	3.9%
Own Children <6 and 6-17 Only	5.6%	5.9%	6.8%
Employed/in Armed Forces	3.1%	3.1%	3.8%
Unemployed	0.6%	0.1%	0.3%
Not in Labor Force	1.9%	2.6%	2.7%
Own Children 6-17 Only	16.5%	17.3%	16.0%
Employed/in Armed Forces	12.6%	13.1%	12.3%
Unemployed	0.4%	0.3%	0.4%
Not in Labor Force	3.5%	3.8%	3.4%
No Own Children < 18	67.7%	68.7%	67.4%
Employed/in Armed Forces	41.8%	39.8%	40.1%
Unemployed	2.5%	1.8%	1.9%
Not in Labor Force	23.3%	27.1%	25.4%
2010 Employed Population 16+ by Industry			
Total	6,317	59,917	21,377
Agriculture/Mining	0.5%	0.5%	0.7%
Construction	5.8%	4.6%	5.1%
Manufacturing	8.9%	9.1%	10.1%
Wholesale Trade	4.7%	4.6%	4.8%
Retail Trade	12.3%	11.7%	12.1%
Transportation/Utilities	4.5%	3.6%	3.7%
Information	3.3%	3.2%	3.1%
Finance/Insurance/Real Estate	8.4%	10.6%	10.7%
Services	49.4%	49.3%	46.8%
Public Administration	2.0%	2.8%	2.9%

	1 mile	3 miles	Tigard city
2010 Employed Population 16+ by Occupation			
Total	6,315	59,914	21,379
White Collar	62.9%	76.5%	71.1%
Management/Business/Financial	13.7%	20.6%	18.3%
Professional	19.6%	27.6%	23.2%
Sales	13.5%	14.5%	14.7%
Administrative Support	16.2%	13.9%	14.7%
Services	19.4%	11.5%	14.4%
Blue Collar	17.7%	12.0%	14.5%
Farming/Forestry/Fishing	0.2%	0.2%	0.2%
Construction/Extraction	3.7%	3.1%	3.3%
Installation/Maintenance/Repair	3.5%	2.3%	2.9%
Production	5.1%	3.0%	4.1%
Transportation/Material Moving	5.3%	3.4%	4.0%
2010 Consumer Spending			
Apparel & Services: Total \$	\$8,580,915	\$104,130,956	\$34,368,125
Average Spent	\$1,692.78	\$1,995.91	\$1,900.79
Spending Potential Index	71	83	79
Computers & Accessories: Total \$	\$1,145,656	\$13,806,241	\$4,572,285
Average Spent	\$226.01	\$264.63	\$252.88
Spending Potential Index	103	120	115
Education: Total \$	\$6,258,165	\$76,880,078	\$25,440,826
Average Spent	\$1,234.57	\$1,473.58	\$1,407.05
Spending Potential Index	101	121	115
Entertainment/Recreation: Total \$	\$16,051,523	\$200,436,317	\$66,179,498
Average Spent	\$3,166.53	\$3,841.83	\$3,660.17
Spending Potential Index	98	119	114
Food at Home: Total \$	\$22,134,085	\$268,231,160	\$88,682,859
Average Spent	\$4,366.46	\$5,141.27	\$4,904.75
Spending Potential Index	98	115	110
Food Away from Home: Total \$	\$16,416,968	\$198,981,268	\$65,693,581
Average Spent	\$3,238.63	\$3,813.94	\$3,633.29
Spending Potential Index	101	118	113
Health Care: Total \$	\$16,896,781	\$216,979,298	\$71,554,382
Average Spent	\$3,333.28	\$4,158.91	\$3,957.44
Spending Potential Index	89	112	106
HH Furnishings & Equipment: Total \$	\$8,945,681	\$111,729,095	\$36,909,700
Average Spent	\$1,764.74	\$2,141.55	\$2,041.35
Spending Potential Index	86	104	99
Investments: Total \$	\$7,628,866	\$101,206,652	\$33,365,069
Average Spent	\$1,504.97	\$1,939.86	\$1,845.31
Spending Potential Index	87	112	106
Retail Goods: Total \$	\$116,520,952	\$1,440,703,479	\$475,792,189
Average Spent	\$22,986.44	\$27,614.41	\$26,314.48
Spending Potential Index	92	111	106
Shelter: Total \$	\$81,176,266	\$999,812,725	\$330,372,178
Average Spent	\$16,013.89	\$19,163.72	\$18,271.79
Spending Potential Index	101	121	116
TV/Video/Audio: Total \$	\$6,192,255	\$75,306,856	\$24,841,932
Average Spent	\$1,221.57	\$1,443.43	\$1,373.93
Spending Potential Index	98	116	111
Travel: Total \$	\$9,302,518	\$119,176,793	\$39,379,778
Average Spent	\$1,835.14	\$2,284.30	\$2,177.97
Spending Potential Index	97	121	115
Vehicle Maintenance & Repairs: Total \$	\$4,682,013	\$57,566,645	\$19,015,239
Average Spent	\$923.64	\$1,103.40	\$1,051.67
Spending Potential Index	98	117	112

Note: Spending Potential Index compares spending potential of households within the market area to the national average. The degree to which the market area differs from the national average, represented by 100, is reflected by the difference above or below 100.



- Average Daily Traffic Volume**
- ▲ Up to 6,000 vehicles per day
 - ▲ 6,001 - 15,000
 - ▲ 15,001 - 30,000
 - ▲ 30,001 - 50,000
 - ▲ 50,001 - 100,000
 - ▲ More than 100,000 per day



Source: ©2012 Market Planning Solutions, Inc.

Top Three Tapestry Segments

“Esri’s Tapestry Segmentation divides US residential areas into 65 distinctive segments based on socioeconomic and demographic characteristics.”

1 mile Radius	City of Tigard	3 mile Radius
Aspiring Young Families 31%	In Style 26%	In Style 24%
In Style 28%	Sophisticated Squires 11%	Enterprising Professionals 12%
Inner City Tenants 17%	Boomburbs 11%	Urban Chic 9%

Top three Tapestry Segments within 1 mile Radius (Burnham & Main)



Aspiring Young Families

- 31% (vs 2.3%)
- Ethnically diverse
- 51% rent their homes
- 47% own their homes
- Median age of 31
- Mix of Household Types
 - Approximately two-thirds of HHs are families (married couples with or without children and single parents)
 - 27% are single person HHs
 - 9% are shared HHs



In Style

- 28% (vs 2.3%)
- Prosperous professional couples
- Live in suburbs but prefer the city
- Two-thirds are households without children
- Median age of 41
- 42% hold bachelor's degree or higher
- 14% prefer townhouses to traditional single-family homes



Inner City Tenants

- 25% (vs 1.4%)
- Multicultural
- Younger than average
- Very few own their homes
- Likely to work in the service industry
- 17% do not own a vehicle
- Mix of households types
 - 34 percent are singles
 - 28 percent are married-couple families
 - 21 percent are single parents

APPENDIX B:
INFORMATION AND
PROSPECTUS ON
CITY-OWNED SITES

Tigard City Center Development Agency

The City of Tigard's Urban Renewal Agency



October 23, 2012

Greetings:

The City of Tigard and its urban renewal agency, the City Center Development Agency, have put a high priority on redeveloping Downtown Tigard into “a mixed use, urban village accessible by all modes of transportation.” As Tigard enters the seventh year of its urban renewal district program, the goal is to build on the city’s public infrastructure projects and attract private investment. The city is currently working on securing property for redevelopment/public space purposes.

The confidential interviews you have agreed to participate in will be conducted by Leland Consulting Group. These interviews will provide valuable background information and help influence the agency’s decision-making on urban renewal policies, including potential public-private partnerships.

Thank you for participating in this project. We know your time is valuable.

Regards,

A handwritten signature in black ink, appearing to read "Craig E. Dirksen".

Craig E. Dirksen

Mayor/Chair of City Center Development Agency

Downtown Tigard

Future Vision

The vision for Downtown Tigard is to develop a “vibrant and active urban village at the heart of the community,” taking advantage of the existing commuter rail and bus service, and the potential of high capacity transit in the Pacific Highway/99W corridor. By 2058, a built-out Downtown Tigard is projected to have 2,400 additional dwelling units and an additional 800,000 square feet of office and commercial space.

Increased housing development is seen as the key to the success of Downtown. New residents would help revitalize the small scale commercial Main Street district. To attract residential development, several catalyst projects are planned in the short- to mid-terms:

- Main Street Green Street including streetscape enhancements and public art.
- A public plaza.
- Improvements to Fanno Creek Park.
(and an extension of its green character throughout the district)
- An improved pedestrian/vehicle circulation system.

Visit www.tigard-or.gov/downtown_tigard for more information or contact Sean Farrelly, Redevelopment Project Manager, at 503-718-2420 or sean@tigard-or.gov.



Downtown Tigard

Urban Renewal District Facts

- **Formed:** 2006
- **Size:** 193 acres
- **Number of Businesses:** 300 (approx.)
- **Employees:** 1,300 (approx.)
- **Residents:** 500 (approx.)
- **2005–06 Total Assessed Value:** \$69.2 million
- **2011–12 Total Assessed Value:** \$95.3 million
- **2011–12 Tax Increment:** \$325,173
- **Major Urban Renewal Projects FY 2010–11:**
Property acquisition, Façade Improvement Program, Targeted Improvement Program, Development Opportunity Studies, Main Street Green Street, public art.



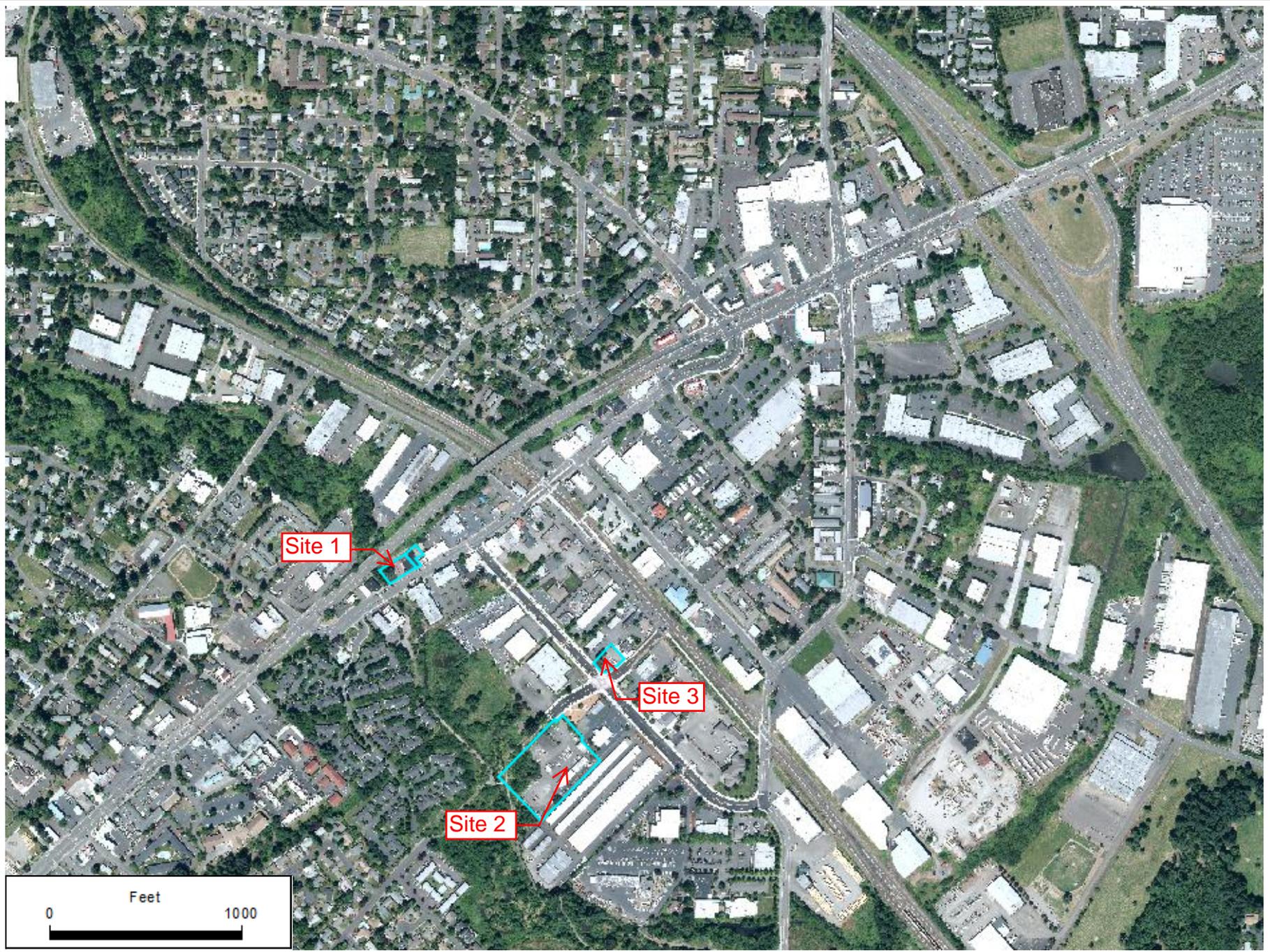
The Knoll Senior Housing
(Completed in 2011)



Burnham Street Improvements
(Completed in 2011)



City of Tigard
13125 SW Hall Blvd.
Tigard, OR 97223



Site 1

Site 3

Site 2



Site 1- Saxony Properties



Size	19,166 sq. ft. (0.44 acres)
Land Value (Washington Co. Assessor estimate)	\$373,000
Concept	2-5,000 sq. ft. public space fronting Fanno Creek with remaining property offered for private mixed use development (ground floor commercial/ upper office or residential)
Status	PSA signed. Due diligence in progress. Aiming for 2014 redevelopment

Zoning Summary for Site 1

Zoning	Mixed Use – Central Business District (MU-CBD)
Minimum Residential Density	15 units per acre
Maximum Site Coverage	100%
Minimum Landscaping	0% (except parking lots)
Minimum Front Setback	0
Maximum Front Setback	10 ft
Minimum Rear Setback	0 ft.
Minimum Parking	Residential: 1 space per unit No minimum requirement for non-residential development under 20,000 sf
<i>Residential Development</i>	
Maximum Building Height	45 feet/3 stories
Maximum Residential Density	50 units per acre
Private Residential Open Space	Average of 28 sf per unit (minimum dimension of 32 ft.)
Shared Residential Open Space	10% of development site
Environmental Overlay Zones	The portion of the site designated for a public piazza is located in a Clean Water Services (CWS) Vegetated Corridor. The entire site is in the FEMA 100 year flood zone and most of the site is in a Goal 5 Significant Habitat Area (Light and Moderate Impact area).

Site 2: City of Tigard Public Works Yard



Size	3.26 acres (2.64 developable)
Land Value (Washington Co. Assessor estimate)	\$1.7 million
Concept	Residential development – townhouses and/or 3-story flats (100 units?) fronting existing public park
Status	City owned. City investigating options to relocate public works activities to make site available for redevelopment.

Site 3: City-owned Burnham/Ash Street property



Size	12,632 sq. ft. (0.29 acres)
Land Value (Washington Co. Assessor estimate)	\$226,000
Concept	Residential or mixed use development
Status	City owned and potentially available for redevelopment

Zoning Summary for Sites 2 and 3

Zoning Designation	<p>Mixed Use – Central Business District (MU-CBD)</p> <p>Fanno-Burnham St. Subarea: provides an opportunity for medium scale residential or mixed use development. Compatible mixed uses (live-work, convenience retail, office and civic uses) are encouraged on the frontage of Burnham Street. The area in proximity to Fanno Creek Park will be an opportunity to create a high quality residential environment with views and access to the natural amenity of Fanno Creek Park. Building heights will step down to three stories so as not to overwhelm or cast shadows on the park.</p>
Minimum Residential Density	15 units per acre (applies to residential-only developments (not mixed-use))
Maximum Residential Density	50 units per acre
Maximum Site Coverage	80%
Minimum Landscaping	20%
Minimum Front Setback	0
Maximum Front Setback	20 ft
Minimum Setback on side facing street on corner	0 ft.
Minimum Rear Setback	5 ft.
Minimum Parking	<p>Residential: 1 space per unit No visitor parking required</p> <p>Non-Residential Uses: 75% of total computed from Table 18.765.2 (office 2.0/1,000 sf; retail sales 2.8/1,000; fast food 7.4/1,000; other eating and drinking establishments 11.5/1,000; daycare 1.5/classroom) Fractional space requirements not counted as a whole space.</p>
Loading Requirement	<p>1 space for commercial, industrial and institutional buildings with 10,000 – 40,000 sf</p> <p>2 spaces if over 40,000 sf</p>
Minimum Building Height	20 ft.
Maximum Building Height	<p>80 feet/6 stories</p> <p>45 feet/3 stories within 200 ft of Fanno Creek Park boundary</p>
Minimum Building Frontage	50%
Private Residential Open Space ¹	<p>Minimum of 80% of residential units shall have private open space.</p> <p>Minimum dimension of 32 sf</p>
Shared Residential Open Space ¹	<p>10% of development site</p> <p>(50% credit if directly adjacent to an improved public park)</p>
Private Open Space for Single-Family Attached Dwelling Units	<p>Minimum of 100 sf of private open space per unit such as a private porch, yard, deck, etc.</p>
Parking Dimensions	<p>9' X 17.5' spaces/24' drive aisle</p> <p>24' access drive</p> <p>Parking lot to have 6-10' setback on all sides of the property</p>

APPENDIX C:
POLICY TOOLS AND
INCENTIVES MATRIX

Attachment B

Policy Tools and Incentives to Attract Mixed Use and Compact Residential Development to Downtown (Revised 11/30/10)

Policy	Comments	Effect on Attracting Development	Cost	Past Use in Tigard?
1. Development Code Revisions	Increase in allowed density, height. Decrease in required parking.	Weak to moderate. Won't create a market by itself	Small- requires change to code	Yes (Downtown Code)
2. Streamlined permit process	Streamline permitting and decision making	Moderate: "Time is money" to developer, however won't create a market by itself	Small- requires change to internal process. However, budget cutbacks can reduce effectiveness.	Yes
3. Fee Subsidies	Reduce permit fees and System Development Charges (SDC's)	Moderate to strong. Direct effect on the cost of development	Moderate to high: loss in government revenue	Yes, for low income housing
4. Land Assembly	Acquisition from willing sellers of contiguous parcels to create larger developable tracts. Can be sold for market or below market rates.	Strong: increases marketability of Downtown property for redevelopment.	Moderate	Not by City
5. Property Tax Abatements	Tax reduction or abatement for residential and/or mixed use development that meets community goals	Moderate to strong. Increases net operating income or achievable rents/prices.	Moderate: Increment is forgone, however there is long term gain in value.	Yes, for non-profit development
6. Public/Private Partnership	Street improvements, parking, parks, plazas are built, benefitting private development	Weak to moderate. Won't create a market by itself	Moderate to high	Yes
7. Direct Urban Renewal Subsidy				
A Subsidized Land	Publically owned land is "written down", (sold at below market) rate for developments that meet community goals	Strong: Direct intervention to fill feasibility gaps or to ensure that project includes publically desired features.	High. Direct participation in financing development	No

Policy Tools and Incentives to Attract Mixed Use and Compact Residential Development to Downtown (Revised 11/30/10)

B. Urban Renewal Subsidized Loans	Low interest loans are provided from urban renewal funds for developments that meet community goals.	Strong; Direct intervention to fill feasibility gaps or to ensure that project includes publically desired features “Second position debt” can leverage additional loan amounts from private lenders.	.High. Direct participation in financing development Loans are assumed to be repaid, but are typically low interest and may not reflect the risk of a project.	No
-----------------------------------	--	---	--	----

Adapted from Tigard Transit Center Development Opportunity Study, Figure 4.2, (Johnson Reid)

AIS-1166

5. A.

Special Meeting

Meeting Date: 02/05/2013

Length (in minutes):

Agenda Title: Approve City Council Minutes

Prepared For: Cathy Wheatley

Submitted By: Carol Krager, City Management

Item Type: Motion Requested

Meeting Type: Special Meeting

Public Hearing: No

Publication Date:

Information

ISSUE

Approve City Council Minutes

STAFF RECOMMENDATION / ACTION REQUEST

N/A

KEY FACTS AND INFORMATION SUMMARY

OTHER ALTERNATIVES

N/A

COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS

N/A

DATES OF PREVIOUS COUNCIL CONSIDERATION

N/A

Attachments

Placeholder for November 13, 2012 Minutes

November 20, 2012 Minutes

January 10, 2013 Minutes



City of Tigard
Tigard City Council Meeting Minutes
November 13, 2012

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

Council attendance:

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Mayor Dirksen	✓	
Council President Buehner	✓	
Councilor Henderson	✓	
Councilor Wilson	✓	
Councilor Woodard	✓	

Staff present: City Manager Wine, Assistant City Manager Newton, Public Works Director Koellermeier, Redevelopment Project Manager Farrelly, Risk Manager Mills, City Engineer Stone, City Attorney Bennett, City Attorney Hall and City Recorder Wheatley

- **STUDY SESSION - TIGARD CITY COUNCIL AND CITY CENTER DEVELOPMENT AGENCY**

- A. ~~Discuss Public Contracting Rules~~ - This item was removed from the agenda and will be rescheduled.

- B. City Center Development Agency: Main Street Art/Gateway Update

Redevelopment Project Manager Farrelly gave the staff report. The City Center Development Agency board was requested to provide feedback to staff on Main Street public art and gateway features.

Public art at the Main Street gateways: The city received 60 requests for quotes on artwork for the northeastern and southwestern gateways to Main Street. Artist selections were narrowed to four finalists who will be interviewed at the end of the month.

Redevelopment Project Manager Farrelly advised the gateway treatments were recommended in the Tigard Downtown Streetscape Design Plan. The recommendation was to build structures similar to the gateway feature at the corner of Hall and Burnham. The CCAC subcommittee recommended a change that the art to be the focal points (rather than the gateway treatments). In April the CCDA board agreed with the subcommittee’s recommendation.

TIGARD CITY COUNCIL MEETING MINUTES – November 13, 2012

Redevelopment Project Manager Farrelly asked for CCDA input on the gateway feature. Does the CCDA want to have the gateway feature to be of the same style and design as the feature that is on Burnham Street? Discussion followed.

Mayor Dirksen suggested that the theme represented in the Burnham Street gateway design be maintained but scaled-back. He suggested that the design elements of the art in the stonework could be complementary to the artwork and the art pieces should not be overshadowed by the gateway feature. Councilor Wilson suggested that the most successful projects include collaboration between the site designer and artist. Together they could come up with a piece that incorporates both the gateway and the art piece. The scale of the two pieces should complement one another.

Councilor Henderson noted that he has great confidence in the artist's ability after reviewing the proposals submitted to the subcommittee. The artist will work with the city to create what the CCDA and CCAC are looking for.

In the discussion between City Manager Wine and Redevelopment Project Manager Farrelly, clarification was made that the reason this is before the CCDA tonight is that after the artist is selected, that person will be asked to work with the site designer to balance the art and gateway elements. A proposal depicting the balance of these two elements will be brought to the CCDA before the project is implemented.

C. Administrative items were reviewed as follows:

- City Manager Evaluation Input - Tabulated responses will be placed in the Thursday council newsletter mailbag.
- Council members received an outline of resource documents assembled for the newly elected officials' orientation. Staff is preparing a notebook with paper copies of the organizational chart, staff directory, City Charter, Council Groundrules and the League of Oregon Cities City Handbook; the remaining documents will be on a flash drive placed within the notebook. Additional notebooks/flash drives will be assembled for council members upon request.
- Council Calendar:
 - November
 - 20 Tuesday - Council Workshop - 6:30 p.m.
 - 22 Thursday - Thanksgiving Holiday - City Hall offices closed.
 - 27 Tuesday - Council Business Meeting - 6:30 p.m.
 - December
 - 4 Tuesday - Council Meeting and City Center Development Agency Meeting - 6:30 p.m.
 - 11 Tuesday - Joint Lake Oswego Council Meeting - 5:30 dinner, 6-7:30 dinner followed by a Tigard Council Business Meeting - 7:45 p.m.
 - 18 Tuesday - Council Meeting - Mayor's Farewell reception, Remarks and Blue Ribbon Task Force Report - 6:30 p.m.
 - 25 Tuesday - Christmas - City Hall office closed.

TIGARD CITY COUNCIL MEETING MINUTES – November 13, 2012

- EXECUTIVE SESSION: The Tigard City Center Development Agency went into Executive Session at 6:49 p.m. to discuss real property transaction negotiations under ORS 192.660(2)(e) and following the CCDA Executive Session, the Tigard City Council went into Executive Session to discuss pending litigation with legal counsel under ORS 192.660(2)(h).

Executive session concluded at 7:36 p.m.

1. BUSINESS MEETING - NOVEMBER 13, 2012

- A. Mayor Dirksen called the meeting to order at 7:43 p.m. 
- B. City Recorder Wheatley called the roll:

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Mayor Dirksen	✓	
Council President Buehner	✓	
Councilor Henderson	✓	
Councilor Wilson	✓	
Councilor Woodard	✓	

- C. Pledge of Allegiance 
- D. Council Communications & Liaison Reports  None.
- E. Call to Council and Staff for Non-Agenda Items

 Council President Buehner advised that she had spoken to the mayor and the city manager regarding the long-standing League of Oregon Cities policy committees that assist with developing proposals for legislation or for lobbying for legislation.  Since the state legislature now has annual sessions, it is the feeling of a number of people that the policy committees should meet annually to prepare for both the short and long legislative sessions. Council President Buehner requested that the City of Tigard send a letter to LOC suggesting that the policy committees meet annually.

In response to a question from Mayor Dirksen, Council President Buehner suggested that the City of Tigard send its own letter and also ask other jurisdictions to send a similar letter. After brief discussion, council consensus was to follow through on Council President Buehner’s request. A letter will be drafted for the Mayor’s signature and shared with the City Council for review before it is sent to LOC.

TIGARD CITY COUNCIL MEETING MINUTES – November 13, 2012

2. CITIZEN COMMUNICATION

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



B. Tigard High School Student Envoy Megan Risinger presented an overview of high school activities in recent weeks. A copy of the report is on file with the record copy of the meeting packet.



C. Tigard Area Chamber of Commerce Chief Executive Officer presented a report on activities of the Tigard Chamber of Commerce. A copy of her report is on file with the record copy of the meeting packet.



D. Citizen Communication – Sign Up Sheet

Art Crino, 14580 SW. 126th Avenue, Tigard Oregon presented Council with information on issues that he is concerned about regarding the state legislature’s viewpoint on Oregon’s proposed carbon dioxide emission reduction efforts. Mr. Crino supplied City Council with a synopsis of the Cascade Policy Institute report as well as a detailed document titled, *Oregon Greenhouse Gas Reduction Policies: The Economic and Fiscal Impact Challenges*. These documents are on file with the record copy of the meeting packet. Mr. Crino reviewed some of the highlights of the Cascade Policy Institute’s analysis. The legislature calls for a 15 percent carbon dioxide emissions by 2020. The policy Institute’s report advises that a one percent reduction in carbon dioxide emissions reduces the economy by .71 percent. He noted that he had spoken to the City of Hillsboro mayor who indicated they are having a frustrating time trying to reduce carbon dioxide. Mr. Crino said he was leaving the documentation with the City Council for their consideration when they have future discussions with the state legislators. He offered to be of assistance.

Mayor Dirksen commented that Metro region jurisdictions are participating in the “Climate Smart Communities” process, which is a goal given to the state’s metro areas to reduce carbon monoxide levels over period of time. The Metro Council has been tasked with coming up with a scenario in a series of steps to meet state guidelines. The mayor said that he will be watching, in the years to come, for the types of proposals being made to achieve this goal and the impacts they might have on the economy. If needed, he intends to “push back” to have the legislature consider cost/benefit analyses when “meeting those last bits.”



Mayor Dirksen reviewed the list of items on the consent agenda.

3. CONSENT AGENDA:

A. Approve City Council Meeting Minutes for:

- 1. August 21, 2012
- 2. August 28, 2012

B. RECEIVE AND FILE:

- 1. Council Calendar
- 2. Tentative Agenda

C. Receive and File: Hall Boulevard Condition Assessment

D. Approve Waiver of Temporary Sign Permit Fees for Tigard Little League

RESOLUTION NO. 12-41 - A RESOLUTION WAIVING \$108 IN TEMPORARY SIGN PERMIT FEES FOR TIGARD LITTLE LEAGUE

Motion by Council President Buehner, seconded by Councilor Wilson to approve the consent agenda.

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

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



4. REQUEST FOR PUBLIC INPUT - CITY MANAGER PERFORMANCE REVIEW CRITERIA

Human Resources Director Zodrow presented the staff report. The process for reviewing the city manager requires that the public be given an opportunity to review the performance criteria and process. A copy of the evaluation form containing the performance criteria was submitted to the council in the meeting packet.

There was no one signed in to speak on the process and review criteria.

The city manager's evaluation is scheduled to take place during an executive session on November 20, 2012.



5. CONTINUATION FROM OCTOBER 23, 2012, OF PUBLIC HEARING ON URBAN FORESTRY CODE REVISIONS - URBAN FORESTRY CODE REVISION PROJECT - COMPREHENSIVE PLAN AMENDMENT (CPA) 2011-00004 DEVELOPMENT CODE AMENDMENT (DCA) 2011-00002
 - Mayor Dirksen announced the title and the purpose of the discussion for this item before the council this evening. No public input was scheduled for this evening's proceedings. The purpose of the hearing is to give time for Council discussion and for staff to receive direction on the remaining policy issues and potential code changes in advance of the November 27, 2012 meeting.
 - Associate Planner Daniels presented the staff report. Ms. Daniels also used a PowerPoint presentation during her report. A copy of the presentation is on file with the record copy of the meeting packet.
 - Associate Planner Daniels advised that staff would be confirming with the City Council its policy direction provided to staff on October 23; confirming with the City Council its direction to staff on the remaining issues from October 23, 2012; and to identify any additional amendments to the proposed code.
 - The next council meeting on this matter is scheduled for November 27, 2012.
 - Council discussion followed: 
 - Mayor Dirksen noted the requirement for an arborist or landscape architect analysis at all levels of development. He asked if it would make sense for the city to consider deleting this requirement to take some of the burden off of a very small property owner; i.e., a minor land partition or a development of a small single lot. There was lengthy discussion on this issue with the potential for this matter to be addressed in the administrative rules rather than in the code.
 - During the discussion there was concern about administrative rules being just as binding as the code. Concerns with the administrative rules included the length and complexity of the manual and whether some items contained in the manual should be moved to the code.
 - After a lengthy discussion with staff about how the code amendments and administrative rules would be utilized, staff indicated they would memorialize the preferences expressed by the City Council into a format for review by the City Council at the continuation of this hearing on November 27, 2012.
6. COUNCIL LIAISON REPORTS: None.
7. NON AGENDA ITEMS: None.
8. EXECUTIVE SESSION: No executive session was held

TIGARD CITY COUNCIL MEETING MINUTES – November 13, 2012



9. ADJOURNMENT: 9:26 p.m.

Motion by Council President Buehner, seconded by Councilor Wilson, to adjourn the meeting.

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

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

Catherine Wheatley, City Recorder

Attest:

Mayor, City of Tigard

Date: _____



City of Tigard

Workshop Meeting Minutes

TIGARD CITY COUNCIL

MEETING DATE AND TIME: November 20, 2012 – 6:30 p.m.

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

1. WORKSHOP MEETING



A. At 6:36 p.m. Mayor Dirksen called the city council workshop meeting to order.

B. Deputy City Recorder Krager called the roll.

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

C. Pledge of Allegiance

D. Council Communications & Liaison Reports – None.

E. Non Agenda Items - Mayor Dirksen said Councilor Woodard would brief council on a legislative item the end of the meeting.

2. ~~Receive Update from Tualatin Valley Fire and Rescue Chief Duyck~~
Chief Duyck was unable to attend and this update will be rescheduled.

3. Receive Briefing on the Woodard Park Parking Project and an Amendment to Construct a Turnaround on Metro Property at Woodard Park



City Engineer Stone discussed the need for this project and a proposed amendment to the IGA with Metro for the Woodard Park property. Metro purchased the property in 1999 and responsibilities were specified in an IGA. In 2011, Woodard Park neighbors approached the city about parking problems they were experiencing caused by park users parking and making U-turns on Katherine Street. The problems included blocked driveways and fire hydrants and vehicles damaged by park visitors turning around at the dead end street. The garbage truck had difficulty maneuvering and signage had little impact.

Council discussed options in 2011 and requested that city staff evaluate neighborhood concerns and develop a plan. While parking is not allowed on the park property Metro owns, the city maintains a driveway and this IGA amendment will allow construction of a turnaround on it. City Engineer Stone said the driveway will also be widened to create a parking area. Funding for the project is estimated to be less than \$50,000.

In response to a question from Council President Buehner about extending the street, Mayor Dirksen said that is not currently under consideration. Councilor Wilson asked about the status of nearby oak trees and City Engineer Stone said he will get responses to council prior to this item being placed on a consent agenda.

4. Receive River Terrace Community Plan Briefing

Council President Buehner announced that she represents clients in the River Terrace area and will not participate in any public hearing discussion or voting.

 Senior Planner Wyss gave a brief background on the River Terrace Community Plan planning process and updated council on the proposed comprehensive plan amendment to adopt the recommended land uses from the West Bull Mountain Concept Plan and associated policies. He said the city was tasked with refining the West Bull Mountain Concept Plan into the River Terrace Community Plan. This concept plan is a vision for the future River Terrace Community Plan area and was created over the course of three years by Washington County, aided by a stakeholder working group and a technical advisory committee. Their vision is represented in a series of maps guiding future development of the area including land use, transportation and a parks framework. The stakeholder working group and the technical advisory committee voted to forward the concept plan to the Washington County's planning commission and Board for consideration and adoption. In November 2010 the Washington County Planning Commission voted to recommend the board adopt the concept plan. In December 2010 it was adopted by the Washington County Board of Commissioners. Since the adoption of the concept plan Tigard annexed a portion of the area (Area 64) and the city and county agreed through an IGA that Tigard would take the West Bull Mountain Concept Plan and refine it into the River Terrace Community Plan, which puts into place a means to implement that vision.

Senior Planner Wyss said the process will include zoning, development code regulations and other measures to make urban development possible. It includes updates to utility, parks and transportation master plans and the financial strategies necessary for development and infrastructure. Subsequently, petitions to annex into Tigard were filed by property owners in Area 63 and Roy Rogers West. These annexations will be considered by council in early 2013.

TIGARD CITY COUNCIL MINUTES – NOVEMBER 20, 2012

Mr. Wyss referred council to Attachment 1- Work Program in their packets. The Work Program will guide the project to completion. The work includes a technical analysis of the concept plan and ensures the community plan meets state and regional planning requirements, as well as a public involvement strategy to engage stakeholders in refining the concept plan. Attachment 2 shows the generalized schedule and some of the council decision points. Mr. Wyss said staff anticipates completion of the River Terrace Community Plan in the summer of 2014. He highlighted each of the tasks, noting where the council will need to make decisions.

Task 1: Public Involvement – At last night’s Committee for Citizen Involvement meeting a public involvement plan was adopted. The Technical Advisory Group (TAG) and the Stakeholders Working Group (SWG) will reconvene. Members are to be added to each of the groups. Four more community meetings will be held. The kickoff meeting, held in late October, was well attended and a lot of good feedback was received.

Task 2: Adopt the West Bull Mountain Concept Plan – Senior Planner Wyss said the first decision the City Council will be asked to make is to adopt the concept plan recommended land uses into the Tigard Comprehensive Plan. There are also associated policies (Attachment 3 – map and Attachment 4 – policies). The policies guide regulation of the River Terrace area during the planning process.

Task 3: Goal 5 Natural Resources - Three maps need to be updated or adopted as part of this process: Tree Grove Inventory, Local Wetland Inventory and Significant Habitat. A consultant has been inventorying and assessing tree groves in the area. The second map is a Wetlands and Stream Corridor map, which was adopted by the state as a Local Wetland Inventory and this will be adopted into the city’s code language. The third map is the Significant Habitat Map, which is based on the Tualatin Basin Partners habitat analysis. This work is complete except for adopting the River Terrace area onto the map.

 Task 4: Comprehensive Plan/Zoning Maps and Regulations – Council will be asked to adopt the original recommended land uses identified in the concept plan. City staff will analyze these and assign Tigard zoning districts to each general land use designation. Metro requires an average of ten units per acre. Staff will also look at what the appropriate zoning is for the neighborhood/commercial area on the map and address existing uses, what will be allowed after development and other development code issues or adjustments.

 Council President Buehner asked when zoning would be assigned if council decides to move the commercial area or other property. Senior Planner Wyss said step one is that zoning will be part of the River Terrace Community Plan, which would be adopted first to put general land use categories into Tigard’s Comprehensive Plan; step two is putting the zoning in place. He said if anything needs to be shifted around it would occur at the second step. At the end of the process the zoning will be adopted as well as adjustments to the Comprehensive Plan.

TIGARD CITY COUNCIL MINUTES – NOVEMBER 20, 2012

Senior Planner Wyss responded to a question from Councilor Henderson regarding the Planning Commission discussion. He said they discussed the public involvement plan and the upcoming Comprehensive Plan amendment. He said the Planning Commission is comfortable forwarding it to council as long as there is no organized opposition.

Task 5: The Transportation System Plan will be reviewed and the analysis expanded if necessary. Findings must meet the Oregon Transportation Planning Rule requirements. Area topography, natural resources, alignments, right-of-way requirements, connections and new roads will be reviewed. A financial analysis will be conducted on how transportation improvements will be financed. Mayor Dirksen commented that once the conceptual draft is complete, the zoning will identify potential trips and that will inform the street network process.

Tasks 6-9: These are master plan updates. One task will be to review what was provided for parks and trails in the concept plans. Water, sewer and storm water issues will be reevaluated and expanded to include the urban reserves area, assuring that proper pipe and pump sizes will accommodate future growth. A large part of this task will be estimating costs.

Task 10: This is a major task that includes reviewing infrastructure costs and mechanisms for funding, including system development charges, fees and special districts. This task will be ongoing throughout the project. Information will be shared with council on a regular basis.

 Council President Buehner said the extreme northern part of Area 64 shares a drainage basin with the other side of Scholls Ferry and asked if staff is working with Beaverton on addressing common issues. Senior Planner Wyss said staff met with Beaverton staff last summer on this and other issues such as the Scholls Ferry Road widening project. The City Engineer was included in these discussions. Senior Planner Wyss noted that Clean Water Services is currently updating their model of the entire basin. Council President Buehner commented that collaborating with Beaverton and Clean Water Services may save money. City Manager Wine noted that Beaverton Mayor Doyle would like to meet in a joint council meeting in early 2013.

Task 11: This task takes all of the information from Tasks 5-9 and packages it into a Public Facility Plan for Statewide Goal 11 requirements. In response to a question from Councilor Woodard regarding the item on the map labeled “Public Institution,” Senior Planner Wyss said it is a PGE substation. Tigard does not have a Public Institution zone so it will be named something different when zoning is assigned.

Senior Planner Wyss reiterated that a major component of each task is to analyze what was done in the concept plan and look at assumptions, refine them as necessary and then ensure that Tigard is meeting all regional and state requirements. Detailed scopes of work for each task will be developed and then staff will seek consultants to assist with the process.

TIGARD CITY COUNCIL MINUTES – NOVEMBER 20, 2012

Integrating the vision of the concept plan includes stakeholder collaboration throughout the process.

Councilor Woodard asked if Tigard has access to the Construction Excise Tax (CET) or other dollars from the county to assist with the planning. Senior Planner Wyss said the city received \$134,000 in CET from Washington County through the IGA. Since Tigard has agreed to adopt the recommended land uses into the Comprehensive Plan, Metro agreed to release some of that money for use in task implementation. Metro is going through a second round of CET grant distribution and staff is tracking requirements and application deadlines.

Council President Buehner said there will be another urban growth boundary expansion decision coming up in 2014 and assumes that the city will be supporting at least a portion of the urban reserves coming in. She asked if once the River Terrace Community Plan is complete, staff can begin work on zoning for new areas that may come in. Senior Planner Wyss said preliminary discussions on the CET said funding would be released in two separate processes, one for areas within the UGB that have not gone through development and the second for urban reserves areas. He said this will be a separate process than the River Terrace Community Plan, but indications are that there will be some money to start some urban reserves planning. Mayor Dirksen said a policy change was that areas being considered for future inclusion into the UGB must already have had a certain level of planning. City Manager Wine said the question will be whether we have the resources to complete the Community Plan process and still have adequate resources to address the reserves (at least to a concept level) so they are poised to go the next step. Senior Planner Wyss said that at a minimum, the city would do the infrastructure planning for urban reserves through the River Terrace Community Plan process.



Senior Planner Wyss said a public hearing has been scheduled for the Planning Commission on December 3 and the City Council on December 11 to adopt the recommended land uses for the area inside the UGB, which will go into the Comprehensive Plan.

Councilor Wilson asked if further changes would require Comprehensive Plan amendments once zoning designations are approved by council. Senior Planner Wyss said yes, council would need to do amendments after completion of the River Terrace planning to adopt zoning and any other regulations. He said the city is doing this land use process now to access CET funds. Councilor Wilson confirmed that council could make some changes to the Comprehensive Plan maps.

City Manager Wine said with the ten dwelling units per acre density requirement what council will see before them is how to achieve that with the zoning in place. Councilor Wilson said “There is still a question about how to move density off of here to some other place. It sounds like we would have to adopt it and turn around and change it again.” Senior Planner Wyss agreed that is the indication staff received from Metro.

TIGARD CITY COUNCIL MINUTES – NOVEMBER 20, 2012

Senior Planner Wyss said staff has been in contact with ODOT, the Department of Land Conservation and Development (DLCD) and Metro on the proposed amendment that will come before council. All are favorable. They recommended some policies and these are included in Attachment 4. Over 600 public hearing notices were mailed to all property owners in the area, or within 500 feet of the area but staff have not heard back from anyone. It does not appear to be controversial.

Councilor Henderson asked about the timelines and the need to identify consultants to help complete the detailed scoping process. Senior Planner Wyss replied that this will be done very shortly. City Manager Wine said while management of the master planning updates can be led by city staff, the city will go out for bid for consultant services, and in the case of the transportation plan, to do the modeling for us. She said, "The infrastructure financing plan is the part that brings everything together. We need to know how the city will pay for this."

Mayor Dirksen requested that Senior Planner Wyss speak with a gentleman in the audience who had a question on the River Terrace Community Plan.

5. Receive Southwest Corridor Plan Update

Mayor Dirksen said he and Senior Transportation Planner Gray would update council on the Southwest Corridor Plan. Metro Public Involvement Manager Withrow was in attendance.

 Ms. Gray distributed material on the Southwest Corridor Plan Update and transit modes. A copy of these materials was added to the packet for this meeting. She said council and council members-elect are invited to participate in a joint Steering Committee workshop meeting on December 12 to be held at the Tigard Library.

Senior Transportation Planner Gray noted that the Tigard's High Capacity Transit Plan was accepted by council in August. Meanwhile, at the regional level, the Southwest Corridor Steering Committee is at a transition point. She said they have been planning a foundation for the process, developing problem statements, purpose and need statements, project objectives and evaluation criteria. ODOT, Metro and TriMet have provided helpful information. She said they have been working on assembling a comprehensive inventory of every project that is identified in the plans for all project participants (cities, TriMet, ODOT, counties). At the October 22 Steering Committee meeting, 18 transit alternatives were considered. The element that makes this a regional project is the potential investment in high capacity transit. The Steering Committee identified larger potential transit investments that should move forward for additional analysis. Identified were bus rapid transit (BRT) connections from Portland to Tigard, BRT to Sherwood, and extensions to Kruse Way, Washington Square and Bridgeport. The Steering Committee asked staff to continue evaluating light rail transit (LRT) to Tigard as well as to Tualatin via Tigard. These are the main HCT variations

TIGARD CITY COUNCIL MINUTES – NOVEMBER 20, 2012

recommended. Another direction is to improve the existing local transit– the local bus service (Westside Service Enhancement).

Mayor Dirksen clarified that BRT or LRT to Sherwood was taken off the table. He said the City of Sherwood did not anticipate that their community would require this transit during the twenty-year timeframe. They said that if BRT connects to Tualatin, it might be logical to phase in an extension to Sherwood.

 Mayor Dirksen commented that when staff talks about BRT or bus enhancements it does not mean one exclusively over the other. It may mean that bus enhancements come first and then BRT later. It may convert at some time to LRT, but options will continue to be evaluated.

 Council President Buehner said she has lived in this corridor most of her life and noted that express buses were already tried and don't work. She said her concern is, given the current congestion on 99W, BRT would still be tied up in traffic unless a special lane was constructed. This would have a negative impact on businesses along 99W. Senior Transportation Planner Gray said there is a lot of variability in the design and service configurations for BRT, but dedicated right of way is a key component. She said the Federal Transit Authority (FTA) is now requiring at least 50-percent dedicated right of way to qualify for program funding. She said she also did not have any expectation of the 99W alignment widening. She noted that it is a different situation in Portland, where there is more right of way available along Barbur/99W and lower traffic volume. Portland is open to using Barbur Boulevard as a transit alignment, but 99W changes dramatically once inside Tigard's city limits. Council President Buehner reiterated that outreach to business owners along 99W is critical.

Mayor Dirksen said an advantage of LRT or BRT is the opportunity to run it in a dedicated parallel or alternative right of way. He said that would not impact the existing corridor, nor be impacted by the heavy traffic. Council President Buehner asked if the city went with BRT on a dedicated right of way now, would it be possible to change to LRT in the future. Senior Transportation Planner Gray said that is often done. Mayor Dirksen said another benefit of BRT is that in the initial stages, it can use existing portions of right of way so upfront capital costs are limited. As funds become available, additional rights of way can be purchased.

Councilor Henderson asked about signalization because signals are shared when roads are shared. Senior Transportation Planner Gray said BRT can use transit prioritization on traffic signals. She noted that those council members who went on the field trip to see Eugene's EmX system saw how well this tool is used to mix the busses into the traffic flow.

Councilor Woodard asked about the Westside Corridor Plan that was done years ago and how that will play into the Southwest Corridor Plan. Mayor Dirksen said that based on the preliminary view he had of the Westside Corridor Plan it is geographically outside the scope of the southwest corridor and would not be a factor.

TIGARD CITY COUNCIL MINUTES – NOVEMBER 20, 2012

Senior Transportation Planner Gray said at the December 12 Steering Committee workshop at the Tigard Library, Metro staff will present a land use vision (LUV), which took the land use concepts that Tigard developed as well as what other cities have been working on and translated them into more specific land use concepts incorporated into a model. She noted that there is currently an interactive online survey about the Southwest Corridor offering the public a way to explore benefits and tradeoffs of different investments along the corridor.

 Metro Public Involvement Manager Withrow said their presentation on December 12 will start with the land use vision, which will knit together the visions of all the communities in the Southwest Corridor. The next step is looking at how different uses, such as commercial, education, industrial, retail and mixed-use communities fit together. They will take the LRT, RBT and enhanced bus service concepts and relate those to the land use vision. Workshop participants will be divided into small groups to discuss investment-level tradeoffs and choices and consider how to balance proposed projects and the transit options that support them. She referred to the online survey for the public. They can log on and help design a mythical town, but they only have 100 points to spend so they must make choices on transportation and land use options. Metro will have some early feedback from this survey by the December 12 workshop and will share it with participants. Council was given a card with information and the website address. A copy was added to the packet for this meeting.

Senior Transportation Planner Gray said she needs information about what council wants to hear in terms of the analysis results to assist them with their decision making.

Councilor Woodard said he is favorable to this approach because it offers options. He said the economy has a supply and demand model and this is a good way to get everyone thinking together without shutting out conceptualization. He said he did not want to stifle exploration of ideas. He said he liked what Mayor Dirksen mentioned earlier about starting with a combination of enhanced busing and rapid buses on a dedicated right of way. There may even be ways to find right of way in city-owned land or parks. He said it does not mean that light rail could not be added later if that is what people want. Mayor Dirksen said this could give us a way to meet immediate needs and still address what we anticipate will be needed in the future.

Mayor Dirksen said the rapid bus system that runs between downtown Springfield and downtown Eugene is to be expanded. He suggested riding this system and comparing it to Portland's MAX and regular bus system. He said it uses a system partially on its own and partially on existing right of way.

 Council President Buehner said given TriMet's financial problems, she is concerned about the viability of adding a significant amount of bus service in general. She noted that Tigard has been underserved by bus transit. Although she has made continual efforts to get better bus service in Tigard, progress has not occurred and for this reason she has concerns about enhanced bus service for the short run. She asked when staff and Metro are coming to

TIGARD CITY COUNCIL MINUTES – NOVEMBER 20, 2012

council with recommended options for council to address. She said two Tigard councilors are leaving at the end of this year and it is important that as the planning moves ahead, everyone is kept in the loop.

Senior Transportation Planner Gray responded that the regional transit alternatives analysis will be completed in June and steering committee members will be seeking input from the individual city councils. She anticipated that the transportation mode and general station locations will be identified then. Cities will need to make changes in their comprehensive plans and transportation system plans. Mayor Dirksen said once the Southwest Corridor Plan is adopted, transportation projects identified on the plan are anticipated to be given funding priority. He said the city may need to make adjustments to the Transportation System Plan to align their projects and make the entire corridor work together. He said, “When it comes to transit options, that is a regional process and TriMet carries the ball.”

Councilor Wilson commented that this corridor planning is different in that the land uses are being considered prior to alignment and we are making decisions in the absence of any cost data. He said the engineers have to figure out if what the planners have laid out will work. Senior Transportation Planner Gray said there has been a transportation advisory committee. Senior Transportation Planner McCarthy has been involved, as well as a traffic engineer from Metro. She agreed that it has been planner-led but is going to transition soon. She and City Engineer Stone will meet tomorrow with Metro engineering staff to start merging data. She said the whole point was to look at the type of community we wanted and then see what the engineers’ issues are to make that happen. In terms of cost data, estimates had not been done on these particular projects. However, historic cost data was provided.

 Mayor Dirksen said, “Now when you look at high capacity transit, the route is the last thing identified. We identify the communities and the professional engineers figure out the best route.”

Councilor Woodard asked if public/private partnerships are being explored as a way to bring in private dollars. Metro Public Involvement Manager Withrow said she could not think of any reason this would not work but she would find out and respond to Councilor Woodard’s question. Mayor Dirksen commented that the airport light rail line was a public/private partnership. Metro Public Involvement Manager Withrow said the airport light rail project was a three-way deal between the Port of Portland, TriMet and private property owners.

Council President Buehner commented that one issue that separates the airport project from others is that almost all of the corridor land was already right of way or vacant. It was also flat. She said land was swapped for the private partners to build on. She stated that this is not the situation anywhere else in the Metro area.

TIGARD CITY COUNCIL MINUTES – NOVEMBER 20, 2012

Councilor Henderson noted that WES is a public/private partnership. Council President Buehner said Portland and Western Railroad's only partnership obligation has been to allow WES to travel on their line at certain times of the day.

Senior Transportation Planner Gray said she is hopeful that public/private partnerships can be formed. She said the public involvement approach has been geared toward involving institutions, stakeholders and the development community that might consider investments in land uses, high capacity transit or other kinds of transportation. Mayor Dirksen said no matter what form of transportation or land use is selected, things will not happen if funding is not available.

Councilor Henderson complimented Ms. Gray on her efforts to get input and involvement and appreciated her desire to gain consensus. Ms. Gray said she is working with an excellent team, including Metro, TriMet, ODOT and all the other cities and counties. She said at the staff level and through the various technical and steering committees, there is a common understanding of the need and that we can do it better if we do it together.

6. Council Liaison Update – none.

7.  Non Agenda Reports – Mayor Dirksen said he recently took part in a League of Oregon Cities task force on the issue of finding a fair way to capture road maintenance taxes from drivers. He said Oregon was the first state to have a gas tax that specifically raised money for road maintenance and improvements. This was 105 years ago and although the desire then was to base the fee on miles driven, the measuring technology had not yet been invented. So they fell back on the idea of taxing drivers based on how many gallons of gas they purchase. This worked very well at first because average gas mileage was very similar so people were taxed in a similar way. Today, with the advent of high mileage vehicles and those that don't utilize gas at all, it is difficult to fairly tax all drivers using the highways. He said this proposed legislation would consider a vehicle mileage fee for hybrid and electric cars so they are also participants in paying for highway maintenance and improvements.

Mayor Dirksen said the task force recommendation is for a new vehicle mileage fee for all electric and plug-in hybrid vehicles that get in excess of 50 miles per gallon. They would either pay that or there were some vehicles that use some gasoline that could opt in to pay the fee instead of gas taxes.

If this method is successful, consideration may be given to expanding it to take the place of gas tax. He said when this idea was brought up in the past, concerns were expressed about the level of government intrusion into people's lives in measuring where they are going and how far they are driving. The task force addressed that issue in recommending four measurement alternatives, one of which had to require no direct information going from a vehicle to the state. In one level a GPS unit is installed in the car, which has the advantage of being able to

TIGARD CITY COUNCIL MINUTES – NOVEMBER 20, 2012

subtract miles driven out of state or on non-funded roads. Another is a device that would not measure where you drive, only how many miles you drive, and would transmit the information electronically. A third option is to physically record the odometer by going once a year to DEQ, for example. The last option requires no record-keeping or reporting at all and that would allow people to pay a base fee. No calculation is made and you can drive your car for a year.

Mayor Dirksen said today the gas tax funding is inadequate to meet the needs for road maintenance. He said just in the City of Tigard there is in excess of \$2 million in unfunded transportation improvement needs and in Washington County he believes the needs are running as high as \$4 billion. These are not improvements desired for anticipated future growth; these are improvements we would like to have right now.

Councilor Woodard said he has a list of concerns about this legislation. He said when high-mileage vehicles are referred to in the legislation, it doesn't define what they are. This leaves it open for motorcycles or scooters. He would like to see it defined and if it is just for cars, that should be clear. Mayor Dirksen said it would only be required for vehicles that require licensing. Councilor Woodard said that includes motorcycles. He said it would be cumbersome for him to have to track miles ridden in another state so he could deduct it from his annual fee.

Councilor Woodard also identified the 50/30/20 split of tax receipts as a point of contention. Mayor Dirksen said it mirrors the gas tax split and he agreed with Councilor Woodard, in that he would like to flip the split so that local roads receive the greatest amount. However, he noted that the task force was dissuaded for political reasons from any discussion about changing the formula.

Mayor Dirksen said, "I don't think motorcycles are targeted in this legislature. It was specifically aimed at electric or electric/gas hybrid vehicles." He said this legislation is a draft that will go through much iteration as it goes in and out of committees. Council President Buehner gave an outline of the legislative process, noting that by the time this concept becomes a bill, it may not look anything like this draft.

 Councilor Woodard asked, "Why don't we just look at taxing these vehicles through the DMV." He said it is off the mark and intrusive. He suggested that if the concern is only with electric or hybrid cars, why not have a policy that only revolves around those types of cars. Or if more money is needed for roads, use tolling.

Mayor Dirksen said an advantage of a gas tax is that it is easy to administer. Councilor Woodard said he was concerned this legislative action could balloon into something that leads to more government intrusion in people's lives. He said it might discourage hybrid car sales.

TIGARD CITY COUNCIL MINUTES – NOVEMBER 20, 2012

Mayor Dirksen responded that he will submit a request for clarification on the types of vehicles. City Manager Wine noted that this issue is not on the city's legislative agenda.

EXECUTIVE SESSION:

At 8:36 p.m. Mayor Dirksen read a citation announcing that council would be entering into executive session to review and evaluate, pursuant to standards, criteria, and policy directives adopted by the government body, the employment-related performance of the chief executive officer, a public officer, or employee or staff member under ORS 192.660 (2) (i). The Executive Session ended at 9:04 p.m.

8. Adjournment

Councilor Wilson moved for adjournment at 9:05 p.m. The motion was seconded by Council President Buehner and passed unanimously.

	Yes	No
Mayor Dirksen	✓	
Councilor Henderson	✓	
Councilor Woodard	✓	
Councilor Wilson	✓	
Council President Buehner	✓	

Carol A. Krager, Deputy City Recorder

Attest:

John L. Cook, Mayor

Date

TIGARD CITY COUNCIL MINUTES – NOVEMBER 20, 2012



City of Tigard
Tigard City Council Meeting Minutes
January 10, 2013

Meeting convened at 9:15 a.m.

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

Staff present: City Manager Wine, Assistant City Manager Newton, City Recorder Wheatley

Also present: Consultant Joe Hertzberg, Solid Ground Consulting Group

Consultant Hertzberg introduced the agenda for today’s workshop meeting.

Meeting attendees started off the day by sharing highlights of personal and professional events for 2012. Attendees then indicated what they were looking forward to accomplish in 2013.

City Council groundrules

Councilor Buehner reviewed the history of the City Council groundrules in effect with Resolution No. 12-35. She advised that a reworking of the groundrules by the City Council went through a long process and said she believes the end result was the detailed language, which has proven to be less workable than desired.

Consultant Hertzberg asked the City Council members the following questions:

1. What does the current City Council want to do with the existing groundrules?
2. How does the current City Council want to work together?

City Council discussion followed:

- Councilor Woodard – expressed that he appreciates the ability to call another City Council member to discuss matters. He noted the importance of maintaining communication. He believes a code of conduct is good to have in place with regard to rules of engagement. He

TIGARD CITY COUNCIL MEETING MINUTES – JANUARY 10, 2013

advised that he has noted there are times when individual City Council members are passionate about a certain topic under discussion or consideration. He observed that City Council members do not necessarily become unmovable on a position. Since he began serving on the City Council two years ago, his experience has been that there appears to be a balanced approach on matters. He attributed this to the ability of the City Council members to communicate among the group. He said that while an individual City Council member might not “win the battle” the attitude is this is all right because the important thing as a group is to “win the war.” Councilor Woodard referred to the board and committee liaison appointments – he understands that the boards and committees need to make their own decisions. He noted the importance of letting the discussion flow to encourage creative ideas. City Council members have to be careful when asked his or her opinion when serving as a liaison. Care must be taken to note whether an opinion is a representation of a City Council position or if the opinion is a personal one.

Consultant Hertzberg summarized his understanding of the comments offered by Councilor Woodard.

- It is all right to reach out and call one another. Mr. Hertzberg said that historically this may have been a problem on other City Councils. He noted it was important to have the understanding that if two people are talking outside of City Council, it does not mean there is some kind of “conspiracy.” The purpose is to come together to “win the war” and do not get stuck on individual battles.
- Be careful to distinguish your own individual opinion from the City Council opinion.
- Councilor Woodard commented on times when one might get caught up in the “heat of the moment” – it happens to everyone. He offered that from his experience he has never seen any ill will from an individual City Council member. Rather, he said he saw “passion.” He suggested that one thing he thought the City Council could do better is to call a “point of order” or to take a break if a discussion is becoming heated. He also complimented the conduct of staff.
- City Council President Henderson said the City Council should govern itself. It is no one else’s responsibility to keep the membership of the City Council in check with regard to its conduct other than the City Council members themselves. He agreed with calling a “point of order.”

Consultant Hertzberg summarized:

- Individual City Council members should recognize when a “point of order” should be called, call for a recess (take a break) or the discussion deferred.
- Councilor Buehner observed that personal interaction among City Council members have been good and not so good. She noted a time when she first began serving on the City Council where

TIGARD CITY COUNCIL MEETING MINUTES – JANUARY 10, 2013

she felt alienated from the group and reported she had unfortunate feedback from another City Council member owing to a personality conflict. At the time she suggested to City Manager Prosser that there be opportunities for outside socializing with spouses among the City Council members a couple of times a year. For a while these social events occurred; however, about 18 months ago these activities ceased. She suggested that City Council members can work better with one another if they become better acquainted as people.

- Councilor Buehner noted the benefit of having a discussion regarding controversial issues during the study session. This gives City Council members an opportunity to give their personal opinion about how they feel about a certain issue. This is helpful to express personal opinions and then pause to consider feedback and review what is best for Tigard. In general, when it is time to consider the matter, an individual City Council member has been able to assess what is the best for the city overall and make a decision that is not necessarily reflective of his or her personal opinion.
- Councilor Woodard agreed with Councilor Buehner's observation about the benefits of the study session. This gives individuals time to receive and digest information. He noted the importance of making contacts ahead of time if an individual Councilor is having concerns about an issue or issues. He commented on the suggestion by Councilor Buehner to hold social events with spouses and noted a City Council member may determine that his or her home is their personal space and prefers to keep this area of their life separate from their duties as a city councilor.
- Councilor Snider said he expects clear and direct communication that is respectful. Ambushes are to be avoided if possible as these are not productive or healthy. He said people should focus on problems and solutions rather than people. He advised that he has struggled with the concepts of some of the statements within the groundrules. He noted that the groundrule statements should be agreed upon by the entire group. Whenever there is a new group, the groundrules should be signed off by each member of the group. He noted that the current groundrules appear to be more of a code of conduct. He noted there are some of the groundrules that he "cannot live with." He suggested that past groundrules should not be imposed on new members and when there is a change in the membership these rules should be reviewed.
- Mayor Cook indicated he agreed with Councilor Snider's comments. He also agreed on the importance of social interaction among the City Council members. He noted there are a couple of groundrules that he does not feel have gone very well in recent history. He also has issue with a couple of the rules that he does not feel that "he can live with."

City Council President Henderson referred to the code of conduct for boards and committees. He said that the city lost a couple of good committee people because they refused to sign the code of conduct agreement. As leaders, the City Council needs to set an example.

Discussion followed on the concern some people might have with regard to signing rules of conduct and whether this might stifle discussion.

Consultant Hertzberg advised City Council members that they need to make a decision on what to do with regard to the written City Council groundrules. From the discussion, he said it sounds as if

TIGARD CITY COUNCIL MEETING MINUTES – JANUARY 10, 2013

the current City Council members have a common perspective. He asked City Council members what they felt about the current set of groundrules. Mayor Cook referred to the “reconstructed groundrules” prepared and distributed to the City Council from Mr. Hertzberg. The Mayor said he personally preferred the reconstructed groundrules. These are in an easier-to-read format. However, he said there are a couple of groundrules that he would like to see changed.

Councilor Buehner advised that when she became City Council President, it served her well to go back to review the groundrules to preside over meetings. She noted the importance for the president to make sure each person is asked for input.

Council President Henderson said he felt it is important to review the groundrules every year as a reminder of how the City Council has agreed to operate.

Meeting recessed for a few minutes.

Consultant Hertzberg suggested that Mayor Cook and Councilor Snider highlight their observations about the current City Council groundrules.

Mayor Cook commented on the following from the reconstructed City Council groundrules document:

- *Be welcoming to speakers and treat them with respect. For many citizens, speaking in front of the City Council is a new and difficult experience.* As a member of the audience for the past 10 months, he commented that he does not feel that the speakers are always treated respectfully. Speakers usually only have a few minutes to address the City Council. He noted the importance of giving the speakers full attention; that is, give them eye contact and listen to what they have to say. The Mayor also suggested that the City Council members give the speaker uninterrupted speaking time and do not ask questions during their testimony. He said that he would work on making sure that he has thanked each speaker for coming before the City Council to speak.
- *Communications with boards and commissions – “City Council members may attend any board meeting, which is open to any member of the public. However, City Council member should be sensitive to the way their participation could be viewed as unfairly affecting the process.”* Mayor Cook noted this would be discussed more later, but pointed out that this relates to the role of the City Council liaison. He noted that it should be decided if a City Council member is an alternate to a board or committee, should they attend the meeting if the primary representative from Council attends the meeting.

Councilor Snider reviewed his observation of the current City Council groundrules:

- Most of his issues are related to the sections outlining the use of electronic communication devices. From the way he is interpreting the language, it appears he would be unable to review City Council matters and make notes on his iPad to reference them during the

TIGARD CITY COUNCIL MEETING MINUTES – JANUARY 10, 2013

meeting, but he could make the same note on a piece of paper and it would be fine. He said, clearly, prohibition on sending or receiving communications about matters before the City Council during a meeting is logical and doing so would violate public meeting laws. He said he could accept the Internet provision that disallows the City Council from using their computer to access the Internet during a City Council meeting; however, he did not see the harm in looking up a word to determine its definition. With regard to cell phones, he noted that there might be times when he needs to keep in contact with his work.

- With regard to communications directed to the full City Council, he said he understands the need for the response to be directed back to the public from the Mayor; however, he would like to be able to acknowledge or thank the speaker. He referred to a recent email he received from a citizen where he responded and thanked the person for his input. He understands he would not say anything to represent the city in such a circumstance; rather, he would like to acknowledge the communication. He clarified that the statement on this particular groundrule is *“do not respond to communications directed to the full City Council.”* City Manager Wine said the spirit of this particular rule relates to efficiency to avoid multiple responses or an uncoordinated response. After some discussion, it was agreed that this groundrule was meant to advise that City Council members should not respond to a matter addressed to the full City Council with a reply of substance. Acknowledgments of email communications are acceptable. Councilor Buehner advised that she, when she first began her service on City Council, would acknowledge email communications but found that because of the number of emails received, she prefers to let staff respond to emails.

Consultant Hertzberg summarized the groundrule was clarified regarding sending a response to communications sent to the full City Council. A City Council member can choose to acknowledge the email. (A civil response – a thank you, but not a substantive response.)

Councilor Buehner referred to the electronic communication devices and the overriding provisions regarding usage as stipulated by the Oregon Ethics Commission. For example, the City Council is not allowed to contact anyone by email during a meeting. If you need to contact someone, you need to leave the meeting to do so. She noted that iPads did not exist when the current City Council rules were written. She suggested the issues that Councilor Snider raised are new and the groundrules could be updated. City Council members should not be reading email during a meeting. With regard to emergencies, Councilor Buehner noted that there was a time when she was expecting an emergency phone call and notified the Mayor of her circumstance. At that time, she left her cell phone on so she could receive the call she was expecting. She said it was her opinion that the only time a cell phone should be left on by a City Council member during a meeting is if there is an emergency.

Council President Henderson commented that he agreed with regard to an emergency circumstance. He also noted that the purpose of not allowing for electronic communications during the meeting is to avoid ex parte contact. He noted the objective is for everyone to receive the same information at the same time when representing the citizens at the City Council bench.

TIGARD CITY COUNCIL MEETING MINUTES – JANUARY 10, 2013

Mayor Cook noted he agreed with the comment by Councilor Snider regarding making notes on his iPad for reference purposes. Mayor Cook said that his preference is to receive and do his work in an electronic format.

City Manager Wine referred to the following two statements with regard to Councilors' use of electronic communications devices during City Council meetings:

- *Councilors shall not use electronic communication devices to review or access information regarding matters not in consideration before the City Council during a meeting.*
- *Councilors shall not access the Internet but may access City Council packet information concerning any matter pending before the City Council during a City Council meeting.*

Ms. Wine said that in the section on electronic communication devices, the above two statements appear to be applicable and should remain in the City Council groundrules. She referred to Mayor Cook's desire to refer to notes and that the language in this section should be "softened" based on what is available with current technology. The remaining bullets in this section are already covered by ethics law.

Councilor Woodard advised that he prefers to read his City Council packets in a paper format. He noted that he understood if a fellow Councilor would like to refer to notes made on an electronic device rather than paper.

Consultant Hertzberg summarized: Consensus of City Council is that members should keep their focus on what is going on at the meeting. Councilor Snider suggested that this should be the goal statement, "Councilors are to keep their focus on what is going on at the meeting."

Councilor Woodard referred to a groundrule under Section 1, Mandates: "*Excuse myself from participating in decisions when my immediate family's financial interests or mine may be affected by the City Council's action.*" He advised that he has a family member who owns a business in downtown Tigard, and there have been discussions around this property. Up until this time, he has not felt as though there was a personal position he should disclose with regard to his family or himself. Sometimes during past discussions, he has disclosed the potential conflict when he felt it would be a good idea to advise of this connection. He has participated in the discussions as no real conflict of interest existed -- no votes were taken that would directly affect this property. However, in the near future, he may decide to excuse himself from participating in City Council discussions as there are plans by the family member to explore a remodel of the business in May or June. He advised that he has an appointment with the city's legal counsel on this matter to determine how he should proceed with participation in future City Council discussions where this family property might be affected.

Councilor Buehner commented on declaring a conflict of interest or potential conflict of interests and noted she, as a private business owner, is cognizant of advising of any potential conflicts. She advised that City Council members should make a statement about a potential conflict if they are in doubt.

TIGARD CITY COUNCIL MEETING MINUTES – JANUARY 10, 2013

Consultant Hertzberg summarized: It sounds as if the City Council agrees on the “code of expectations” part of the reconstructed City Council groundrules. He suggested that he and City Manager Wine would “take the next step” and make changes as noted during this discussion and get those back to the City Council members for their review. Their editing would include capturing the City Council’s discussion and eliminating redundancies in language.

Discussion then focused on some of the procedural City Council groundrules.

Councilor Snider referred to the groundrules section on citizen communication. He observed over the last year that there does not appear to be an over-abundance of the number of people who come to comment to the City Council at a meeting. He said that some people appear fairly regularly and he does not have a problem with limiting their remarks to two minutes. He noted his concern with the testimony light system that is used to time the length of testimony. He suggested that a five-minute limit for infrequent testifiers would be more appropriate. In addition, he has observed that the time limit has not been enforced at all. Councilor Snider said he would prefer a guideline that would be more welcoming to the public. Councilor Buehner commented on the history behind this City Council groundrule and noted the effort was to limit time taken by people who frequently offered testimony at length. She also noted that there used to be more people who signed in to testify during the citizen communications section on the City Council agenda.

There was discussion on agenda management and the allocation of about ten minutes to receive testimony from everyone during the citizens’ communication agenda item. City Recorder Wheatley noted that the time limits on citizen communications for individuals are set at two minutes. People testifying on public hearing items are allotted five minutes each.

There was discussion on placing time limits on frequent testifiers as opposed to those who are before the City Council for the first time. The ability to administer this type of rule was discussed. It was determined by a consensus of the City Council that the Mayor would informally monitor the citizen communications portion of the agenda – let people address the City Council for two to five minutes. Council President Henderson noted that it would be good to keep a standard for the general amount of time a person would be allowed to address the City Council, because committees also have people coming to their meetings and they have used time limits. In response to a request from Consultant Hertzberg for City Council members to give some guidance with regard to the imposition of limitations on citizen communications, discussion followed. The conclusion was to have wording that is not so intimidating on the sign in sheet and advising citizens to please keep remarks to about two to five minutes. If there are a lot of people who signed up to testify, the mayor would advise that testimony will be kept closer to two minutes. City Manager Wine said staff could change wording on the sign in sheets, the agenda, and the procedural notation agenda (green sheet) with wording that is more inviting to the public. The Mayor will manage this portion of the agenda keeping track of how much time has been allotted and how much additional business must be brought before the City Council on any given agenda.

TIGARD CITY COUNCIL MEETING MINUTES – JANUARY 10, 2013

For a neighborhood issue when there are, as an example, 30 people who have come to address the City Council, consensus was that it would be acceptable for the attendees to appoint spokespeople. The Mayor noted that in such a situation, he has seen where it has worked to ask that the group appoint one or two people to address the elected officials and they are given an expanded amount of time; i.e., 15 minutes.

Consultant Hertzberg noted that it appeared there was consensus that the City Council wanted to be more inviting to the public when they attend City Council meetings to testify. If there should be a situation where an individual appears frequently before the City Council to testify, then this situation would be dealt with as it comes up.

Consultant Hertzberg referred to the ending time for City Council meetings. The City Council's goal is to adjourn prior to 9:30 p.m. At about 9 p.m., the person chairing the meeting would call attention to the status of what remains on the agenda. If the chair fails to call for this point of order, then it is acceptable for a City Council member to remind the chair to assess what remains on the agenda. Councilor Woodard commented on the practicality of this rule when there are times when individual City Council members might talk extensively about a particular issue. He suggested that the person presiding over the meeting could urge a person who has spoken at length to conclude his or her remarks so others would have an opportunity to comment.

Councilor Buehner commented that meetings are not running as late as they have in the past; i.e. up to 11 p.m. City Manager Wine referred to a recent meeting process instituted by the Executive Staff – everyone has the responsibility to monitor the amount of time being spent and allocated for agenda items. She suggested that the City Council give itself permission for any member to raise a point of order at about 9 p.m. with regard to status of what remains to be discussed on the agenda in order to adjourn by about 9:30 p.m. Consensus of City Council was to continue to monitor how the meeting is progressing with regard to time and call for point of order at 9 p.m.

City Manager Wine offered that it is always possible if the City Council turns to her during the meeting to determine if a topic can be placed on the calendar and continued to another meeting date. There was discussion about cuing each other to wrap up remarks if a discussion is going overly long.

City Council liaison appointments were reviewed, discussed and liaison appointments agreed upon by the mayor and council members. Staff will prepare an updated City Council liaison appointment matrix and submit it for council review at a later meeting. For intra-city boards and committees, the council liaison would be expected to attend an occasional meeting; i.e., once a quarter or one or two times a year. The exception to the occasional attendance guideline is if a board or committee requests the liaison to attend more often. For several of the committees, no alternate was selected since attendance is not required for every meeting.

City Council compensation.

TIGARD CITY COUNCIL MEETING MINUTES – JANUARY 10, 2013

Consultant Hertzberg reviewed the provisions contained in Resolution No. 10-36 regarding the stipend for the Mayor. The annual stipend for the Mayor shall be no more than \$42,000. It is the expectation of the City Council that the assignments given to the Mayor, over and above the usual and customary assignments will require an average of twenty hours each week during business hours. The resolution enumerates the responsibilities of the Mayor, which are listed as the City Council's priorities in Section 6 of the resolution. Mayor Cook and City Council discussed his plans to spend an average of at least twenty hours per week. They discussed with the Mayor his business commitments and his plan to take on the responsibilities as listed in Section 6.

Charter provision regarding term limits.

There was discussion on a concern that had been raised by City Council President Henderson regarding the interpretation of term limits as specified in the Charter. Council President Henderson said he did have an opportunity to talk to the city's legal counsel about this Charter section. The statement after noting the terms limit provisions proclaims, "In no case shall any person serve on the City Council for more than eight consecutive years....nor shall the Mayor serve as Mayor for more than eight consecutive years." The following statement, "These limitations do not apply to the filling of an unexpired term," was an add-on sentence that was sent to the voters without full review. Discussion followed on the term limit provisions. Council President Henderson suggested an alternative interpretation of the term language. The Charter, in Section 7, clearly states that, "At the general election held in 1990, and every fourth year thereafter, a Mayor shall be elected for a term of four years." Council President Henderson explained an option to consider to applying the Charter could mean that: If a mayor is elected because of an early resignation or vacation of office before his/her term is up, then when an election is held, the mayor would be elected to a full, four-year term.

Councilor Snider suggested consideration be given to changing the requirement to resign from the City Council in order to run for mayor.

Councilor Woodard suggested consideration should be given to removing the term limits for mayor and council.

Consultant Hertzberg advised that the options before City Council include:

- Leave the Charter as is.
- Review of the Charter by the City Council to determine if proposed amendments should be forwarded to the voters.
- Establish a Charter Commission for a complete Charter review process.

One Charter amendment proposal might be to look at adding two additional city Councilors, especially when the newly annexed areas are more fully developed. Strategy was discussed

TIGARD CITY COUNCIL MEETING MINUTES – JANUARY 10, 2013

about including something on the May or November 2014 ballot on two or three Charter amendments. The May ballot would require this matter to be decided by City Council immediately; the November ballot should be scheduled for council to begin to consider amendments during 2013.

Discussion followed about the priority a Charter review should be assigned. Councilor Snider commented that he does not know if this is of a high concern at this time and whether to expend the energy now. Councilor Buehner replied that this topic has been brought up several times over the last few years and the attitude has been that it is not a priority; the question is, “When is the time?” Mayor Cook suggested the time might be right when it becomes apparent the decision should be made whether to add additional council members. City Manager noted the extensive build-out of the River Terrace area will not likely happen until around 2015. Council President Buehner noted other areas might be annexed and it might be a good idea to offer to the voters the idea of expanding the size of the City Council on the May or November ballot in 2014 that would take effect in 2016. Consultant Hertzberg advised that if the council membership is expanded, almost certainly there will be discussion about whether to elect council representatives by district.

Assistant City Manager Newton will prepare information on an approach for review of the Charter; i.e., minor tweaking or whether to establish a Charter Commission should a major change in governance structure be proposed. A Charter Commission would review the entire Charter for changes.

Meeting recessed for lunch at 12:50 p.m. and reconvened at 1:35 p.m.

Goal Setting and Strategic Planning

Consultant Hertzberg referred to the work of the Blue Ribbon Task Force and its recommendation that the city should adopt a Strategic Plan, beginning with an aspirational vision. The Task Force recommended building public awareness about where Tigard is today and a plan for how it wants to move forward. A strategic plan is to begin with visioning what the absolute ideal would be. The next step is to identify the priorities to keep in focus over the next six months and for identified time increments thereafter.

The City Council and staff were asked to write down on note cards three topics capturing what each believes to be the strengths of Tigard today. The next exercise was for the City Council and staff to write three topics envisioning what would make Tigard an exceptional place to live in 25 years. A summary list was created on flip chart pages; the transcription of the summary is attached (Attachment 1). Transcriptions of the topics written on notecards by staff, the mayor and council are filed in the record copy of the meeting packet.

Steps to be taken to achieve the 25-year vision were explored.

City Manager Wine distributed to the City Council a list of the executive staff's vision of how the City of Tigard would function in 25 years. This list is on file with the record copy of

TIGARD CITY COUNCIL MEETING MINUTES – JANUARY 10, 2013

the meeting packet. Council reviewed the list and discussed. City Manager Wine explained that the executive staff went through the exercise of creating a table of contents for what a strategic plan looks like based upon the report from the Blue Ribbon Task Force. The first page contains a list of the actions that have been taken in the past. The purpose of the list before the Council is to generate thoughts about elements of a strategic plan. The second two pages in the executive staff's list contain strategic priorities, similar to the exercise the Council just went through to envision Tigard in 25 years.

Discussion followed comparing the Council's list to the list prepared by the executive staff:

- Advancement on goals will depend on finding additional funding. Consideration of a local option levy will not be possible until there is an understanding/education effort to the citizenry. It was suggested that revenue be attached to services for a better understanding of the connection by taxpayers regarding the cost of the services. The Council will have a major role in this education process by being proactive in its communication with the community.
- Basic services are listed in the executive staff list that Council members noted were assumed to continue.
- Compete for resources in the region – pursue, leverage and position. Be proactive.
- Geographic location – working with neighboring communities/cities to benefit one another. Geographically Tigard is in the center of the region; i.e. transportation hub. South county needs to do better job of working together on common issues. Plan joint meetings to hold these discussions – Sherwood, Tualatin, Lake Oswego, Beaverton and Tigard. Explore the concept of first tier development as defined and developed by the National League of Cities.
- Reference was made to the City of Hillsboro and its history of following through on a strategic plan. Implementation of the plan was made possible by remaining focused, setting priorities and having a clear plan and implementation strategy. The Hillsboro community shared the vision of its leaders. The City of Hillsboro also has a tax rate of about \$1.50 more than Tigard. Tigard has transportation advantages and Hillsboro has land advantages.
- Now that the Comprehensive Plan is in place, it is a good time to move forward – the Plan is our vision.

Councilor Snider asked if the executive staff's list and the Council's list are to be refined and combined? City Manager Wine said she would like to come back to the Council and discuss the next steps for setting the outline of the strategic plan. Consultant Hertzberg suggested that the next discussion also include establishing what the community element to the plan would be.

Consultant Hertzberg noted that it will take a while before a strategic plan is in place – estimated to take about six months. For the next six months, what are the priorities that should be kept in focus? City Manager Wine distributed a list she compiled after visiting with individual Council members. This list also was developed with reference to the comments made during the recent city manager's performance evaluation. On one side of the page distributed was a list of items for focus over the next six months and on the other side of the page was a list of the city manager's goals for next year. City Manager Wine noted that the

TIGARD CITY COUNCIL MEETING MINUTES – JANUARY 10, 2013

lists are more task and project oriented, but could be viewed as steps to be taken within the strategic plan. When comparing the lists, it appears that these steps are complementary with the policy focus identified by the City Council. A copy of the list distributed by City Manager Wine is on file with the record copy of the meeting packet.

Six-month priorities were reviewed:

- Downtown property purchases – staff has been talking to property owners. Decisions are needed with regard to how vigorously to pursue identified properties. Selection of a Plaza site should be finalized by the City Council.
- Concern noted about the idea of a clock tower. This has been under discussion since 1985 and has not gone anywhere. There is also reference to the Rotary Club's offer to pay for exercise equipment that did not get acted upon. There was a lack of understanding about how projects got prioritized and how they could fall off the list and be left behind uncompleted. There was an expression of frustration about the length of time it takes to accomplish tasks or projects, which was challenged to be unnecessary if the right talent and focus was to take place.
- Consultant Hertzberg asked the Council to look at the list prepared by City Manager Wine and whether this was the appropriate focus for the next six months. It was brought up that these items on the list have been recurring items for quite a long time. Councilor Buehner suggested an outline of tasks be created to show what would be done towards furthering the items on the list. Councilor Woodard summarized that strategic elements could be designated as the clock tower, the downtown Plaza, taking the recreation inventory to the next step, which are all steps that would catalyze/activate economic development. Councilor Buehner said she would like to see a specific list of tasks that would be completed in the next six months for River Terrace. Councilor Woodard commented that Councilor Buehner's concerns are similar to those that he has with regard to the capital improvement project list. Councilor Buehner noted that there used to be public hearings before the planning commission on the capital improvement projects. Councilor Buehner clarified that she would like to see a detailed action plan with a clear timeline so Council members can help keep pushing to move large projects forward more quickly.

During the meeting, the council members discussed a call for a point of order about the tone of the discussion relating to frustration with activity levels on specific goals. Thoughts were expressed about how to be direct in communicating and the possibility of being perceived as being disrespectful, attacking or blaming in tone thereby causing the recipient of such feedback to become defensive. Council members discussed how to maintain open communication. City Manager Wine referred to Councilor Snider's comment at the beginning of this meeting about bringing solution- oriented approaches to the work. She noted that as she works with individual Councilors she screens the dialogue with what are the best and appropriate places for Council to make decisions, what is the Council's role or should the Council be given more information for a better understanding of what staff is doing. When a Council member expresses a concern, she will ask questions to determine what is behind the concern and then address or resolve the concern.

TIGARD CITY COUNCIL MEETING MINUTES – JANUARY 10, 2013

City Manager Wine noted some key activities scheduled for the Council in the near future with regard to the River Terrace Community Plan. One activity has to do with the annexation of two areas. The other activity is the convening of the key stakeholder working group for which Councilor Woodard volunteered to be the Council representative. Ms. Wine said at the staff level, the tasks relating to updating the Master Plan and securing the consultant for a transportation plan update are underway. She said if more reporting is needed on these types of activities, staff can give more updates. In response to a comment from Councilor Buehner, City Manager Wine requested that when people inquire about the status of the River Terrace Community Plan project, they be referred to the project manager, Darren Wyss or to herself. She advised of the communication plan for people interested in this project, which includes sending out letters and maintaining a listserv. She spoke to the importance of maintaining a coordinated communication effort.

Councilor Snider said he heard that Councilor Buehner would like to see more detail on a six-month activities plan for the River Terrace Community Plan.

Council meeting recessed for a few minutes.

Gathering Community Input

Consultant Hertzberg opened the discussion on gathering community input.

Councilor Woodard noted the Council hears from many of the same people much of the time and council is only hearing from a fraction of the community. He participated in the National Night Out event and said he found this to be an opportunity to talk to a different crowd of people. He said that when he talks to people in the community, he often finds there is a basic lack of understanding on community issues and noted the need for building awareness. Councilor Buehner noted her past success of walking the neighborhoods and spending time talking to residents about issues.

Councilor Woodard offered that perhaps the Neighborhood Networks could offer a local government seminar. Councilor Snider served on Financing Strategies Task Force where the notion of the community list of wants have a price tag and there is a need to find out how much people are willing to pay for their requests for services. One idea suggested was to place a cafeteria plan on the ballot or a town hall where you allow “one-resident, one-vote” and whoever comes to vote will get to participate in selecting the top funding priorities for the city (over and above basic services).

Councilor Buehner talked about a statistically valid survey conducted and noted the outcome on recreation issues. Councilor Woodard again referred to the Neighborhood Networks and how we could use this structure more effectively. Councilor Snider referred to the City of Newport Oregon’s practice of dividing the community up into districts and holding meetings within these areas to find out the priorities of the people who live and work in each of the areas.

TIGARD CITY COUNCIL MEETING MINUTES – JANUARY 10, 2013

Discussion on community engagement was held. An outline of the high points of the discussion is attached (Attachment 2).

Meeting adjourned at 4:46 p.m.

Catherine Wheatley, City Recorder

Attest:

Mayor, City of Tigard

Date: _____

TIGARD CITY COUNCIL MEETING MINUTES – JANUARY 10, 2013

AIS-1172

5. B.

Special Meeting

Meeting Date: 02/05/2013

Length (in minutes):

Agenda Title: Receive and File - 2012 Fourth Quarter Goal Update and the 2013 City Council Liaison Appointment Matrix

Submitted By: Cathy Wheatley, Administrative Services

Item Type: Receive and File

Meeting Type: Special Meeting

Public Hearing: No

Publication Date:

Information

ISSUE

Receive and File - 2012 Fourth Quarter Goal Update and the 2013 City Council Liaison Appointment Matrix

STAFF RECOMMENDATION / ACTION REQUEST

N/A - Information purposes only.

KEY FACTS AND INFORMATION SUMMARY

The 2012 Fourth Quarter Goal Update was finalized and distributed to the council for preliminary review at its special meeting of January 29, 2013. This document is formally submitted to the City Council's records as the final report on the 2012 status of the council goals for 2012. This document is attached.

The 2013 council liaison appointments were reviewed at the January 10, 2013 council meeting. The council then reviewed the draft appointment matrix at its January 29, 2013, meeting and made some corrections and changes. The matrix is attached.

OTHER ALTERNATIVES

N/A

COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS

Final report on status of 2012 council goals.

DATES OF PREVIOUS COUNCIL CONSIDERATION

January 29, 2013

Attachments

2012 Fourth Quarter City Council Goal Update

2013 City Council Appointment Matrix

Goal 1. Take the Next Step on Major Projects

- a. **Continue oversight of design, permits, rate implementation and costs for the Lake Oswego-Tigard Water Partnership.**

- Water Rights: briefs filed at the State Court of Appeals, expect oral arguments by April 2013.
- LO*T franchise fee negotiations with West Linn complete.
- West Linn Planning Commission denied land use permits; appealed to the West Linn City Council, ruling by January 28, 2013.
- River Intake Pump Station up for bid, award scheduled for February 2013.

- b. **Implement the Comprehensive Plan through code revisions, including**

i. **Tree code**

- On November 27, 2012 Council adopted Development Code, Municipal Code and Comprehensive Plan amendments as part of the Urban Forestry Code Revisions project.
- The new code is scheduled to go into effect on March 1, 2013.

ii. **Contribute to the SW Corridor Plan by adopting Tigard's land use policies and designations and identifying priorities for high-capacity transit (HCT) station location alternatives by mid-2012.**

1. **Determine the economic development opportunities, development plan, city policies and regulations needed to position the Tigard Triangle as an HCT station location.**

- Staff began working with Oregon Department of Transportation on a draft statement of work for the Tigard Triangle TGM grant project. The draft will be finalized in 2013.

- c. **Deliver on the promise of the voter-approved park bond by identifying all acquisition opportunities and completing the majority of park land acquisitions and improvements by the end of 2012.**

- The city closed on the purchase of the Fields property in partnership with Metro. We're working jointly on an IGA for future use and maintenance of the property.
- Acquisitions via the park bond have added over 105 acres to the city's parkland inventory and leveraged over \$6 million of grant and local agency contributions to the program.
- East Butte Heritage Park project was submitted for a minor modification to the development plan.
- The Jack Park expansion project was submitted for land use; the project calls for trail construction from Walnut Street to Jack Park.
- The Park and Recreation Advisory Board continue to review opportunities to acquire open space.
- The Sunrise property planning started with an award for development of a concept plan.
- The City Center Advisory Commission and CD staff continues to identify possible park acquisitions in the downtown area.
- Published an RFP for the Dirksen Nature Park development drawings. Will award in 2013.

Goal 2. Financial Sustainability

- a. **Maintain the long-term financial health of the General Fund and reserves.**
 - i. **Develop a long-term financial strategy by mid-2012.**

- The Mayor's Blue Ribbon Task Force met to examine Tigard's service and financial challenges and recommend a course of action to Council.
- Task Force members presented their final report and recommendations to Council on 12/18/12. Council accepted the Task Force report.

- b. **Communicate regularly to residents about the alignment of city priorities with resources.**
- c. **Evaluate the city's sustainability efforts on an ongoing basis.**

- The sustainability action plan is 95% complete; will go to Council in 2013.

Goal 3. Downtown

- a. **Identify a geographic-opportunity area in the downtown with the greatest potential to create a catalyst for further development. Concentrate most resources there.**
- b. **Contact owners of key, structurally sound Main Street buildings with vacancies. Begin cooperative effort to secure tenants that will contribute to the vitality of downtown.**

- Pursuant to the potential purchase of the Main Street Saxony-Pacific property, due diligence activities were completed including appraisal, Phase 1 and 2 environmental site assessments, and an engineering study of property (piers.)
- A Targeted Improvement Program RFP was sent to owners of vacant properties, brokers, and select businesses. Meetings held with a prospective business who will submit an application in January.
- One new façade improvement grant approved.
- One new business received design assistance (Chiropractors.)
- Four façade improvement grant projects are in progress (Sherrie's Jewelry, Diamond project, Rojas Market and We Li Acupuncture.)
- Downtown connectivity plan code amendments recommended for approval by Planning Commission and adopted by Council.
- Downtown events contract transitioned to Chamber of Commerce.
- Main St. public art artist selected from 50 applications to make a proposal for gateway sites.

Goal 4. Annexation

- a. **Re-evaluate the city's annexation policy.**
- b. **Develop a philosophy and approach to consider annexations, including islands.**

- Annexation of Area 63 is scheduled for early 2013.

Goal 5. Recreation

- a. Evaluate options and resources to create a pilot recreation program:
 - i. Inventory existing city and community recreational programs, facilities and resources.
 - ii. Create recreational opportunities by partnering with the school district and other agencies or groups.
 - iii. Identify funding options aligning with the recreational programming demand.

- In November, completed a searchable inventory of recreational sources. Working on making it available through the city's website.
- Discussions continue with Tigard-Tualatin School District regarding partnership opportunities, including a field improvement at Metzger Elementary.

2013 City Council Appointment Matrix

Updated from Council discussion of
January 29, 2013

Committee Name	Primary Representative	Alternate Rep	Meeting Frequency	Time Expectation	Staff Liaison
<i>Budget Committee</i>	All Council		3-4 consecutive Monday evenings in April & May		Toby LaFrance
The Budget Committee provides a public forum to obtain public views in the preparation of fiscal policy.					
<i>Budget Subcommittee- Social Services</i>	Councilor Snider		1 meeting in March		Toby LaFrance
Reviews applications submitted by social service agencies for contributions from the city. Consists of 1 Council member and 2 citizen-members of the Budget Committee.					
<i>Budget Subcommittee - Events</i>	All Council		Council Workshop or Study Session in March		Toby LaFrance
Reviews requests for contributions to community events.					
<i>City Center Development Agency</i>	All Council		First Tuesday of the month.	Approximately 2 hours per month	Sean Farrelly
Council members serve as the urban renewal agency's board.					
<i>Clackamas River Water Providers</i>	Councilor Woodard		Usually First Wednesday of the month, 9-11 a.m. Held at North Clackamas Water Commission Building, 14275 S Clackamas River Drive, Oregon City 97045; staff contact: Kim Swan 503-723-3510		John Goodrich
Comprised of six municipal water providers on the Clackamas River serving more than 300,000 people in Clackamas County. Participation is voluntary and funded through membership dues. The CRWP projects and staff are jointly funded but each individual organization retains autonomy. Conservation programs and services are provided to CRWP members. Members include Estacada, Lake Oswego, Gladstone, Tigard, and the North Clackamas Counter Water Commission, Oak Lodge Water District, Sunrise Water Authority, South Fork Water Board and Clackamas River Water.					

Committee Name	Primary Representative	Alternate Rep	Meeting Frequency	Time Expectation	Staff Liaison
<i>Community Development Block Grant Policy Advisory Board</i>	Council President Henderson	Marissa Daniels	2 nd Thursday of the month at 7 p.m. Location rotates	Approximately 2 hours month	Marissa Daniels
By IGA, Washington Co. established the Community Development Policy Advisory Board (PAB) to represent the County Consortium, make recommendations to the County Commissioners on all matters pertaining to the CDBG program. Includes a representative, generally an elected official, from the County and each of the 11 participating cities in the Co.					
<i>Intergovernmental Water Board</i>	Councilor Buehner	Councilor Snider	2nd Wednesday/month, 5:30 p.m., Water Building	Monthly	Dennis Koellermeier
To make recommendations to the Tigard City Council on water issues and to carry out other responsibilities set forth in the IGA between Tigard, Durham, King City and the Tigard Water District. Each jurisdiction is represented by a member + 1 at-large.					
<i>Metro Joint Policy Advisory Commission on Transportation</i>	Beaverton Mayor Doyle	Cornelius Mayor Jef Dalin	2 nd Thursday/month 7:30- 9 a.m. @ Metro		Judith Gray
Tigard Mayor Cook to attend/monitor meetings on regular basis. A 17-member committee that provides a forum for elected officials and representatives of agencies involved in transportation to evaluate transportation needs in the region and to make recommendations to the Metro Council.					
<i>Mayor's Appointment Advisory Committee</i>					Staff Liaison to the committee interviewing
The Mayor and one councilor. The councilor serving as the current City Council liaison will interview applicants for filling available seats on city boards, committees and commissions. For example, when interviewing applicants for the Planning Commission, the Mayor and the primary Council liaison will interview candidates with a meeting time and date to conduct the interviews coordinated by the staff liaison.					
<i>Metropolitan Area Communications Commission</i>	Councilor Woodard	Louis Sears	6 times a year, usually Wednesday, 1-5 pm at MACC headquarters		Louis Sears
MACC is the governing body that oversees the contracts for cable services and TVCTV. The Executive Committee meets separately to make recommendations to the Commission on administrative issues including budget and the review of the Executive Director.					

Committee Name	Primary Representatives	Alternate Rep	Meeting Frequency	Time Expectation	Staff Liaison
<i>Metro Policy Advisory Committee (MPAC)</i>		*	2 nd and 4 th Wednesday 5-7 p.m. at Metro	Ongoing 4 hours/month	Kenny Asher
MPAC it is made up of elected officials. Representatives are elected by peers within Washington County cities. *Note: Potential that Councilor Buehner to be nominated as the alternate (last update on this was 1/10/2013).					
<i>Regional Water Providers Consortium</i>	Councilor Buehner	No appointment made	Quarterly meeting held at Metro		John Goodrich
Consortium is comprised of all water suppliers in the metro area. The Councilor appointee to this group represents the city on regional policy issues.					
<i>SW Corridor Plan Steering Committee</i>	Mayor Cook	Councilor Woodard			Judith Gray
Consists of project partner elected and appointed officials who make final recommendations to the Metro Council and other jurisdictions for the SW Corridor Plan					
<i>Tigard- Lake Oswego Joint Water Partnership Oversight Committee</i>	We have two primary seats: Councilor Buehner & Councilor Snider		Monthly – working on a new meeting schedule		Dennis Koellermeier
Membership is comprised of staff and elected officials to govern water partnership between the cities.					
<i>Washington County Coordinating Committee</i>	Mayor Cook	Councilor Woodard	2 nd Monday @ noon Beaverton City Hall	1-2 hours per month	Mike McCarthy
WCCC reviews and comments on major land use and transportation issues and provides a forum for discussion which results in recommendations for a coordinated approach between jurisdictions. The Committee has specific authority on the Major Streets Transportation Improvement Program (MSTIP) and the Countywide Traffic Impact Fee (TIF) program. Representatives to JPAC and MPAC from County and cities in the Co. will be on the policy body.					
<i>Westside Economic Alliance</i>	Mayor Cook	Councilor Woodard	3 rd Wednesday of month 7:30-9 a.m. @St. Vincent's Hospital Board Room	<u>PLUS:</u> <i>Optional Thursday Forum breakfast w/ speakers</i>	Kenny Asher
Create an environment conducive to business growth, working to influence decisions on policies and regulations impacting the economic vitality of the area.					

Committee Name	Primary Representative	Alternate Rep	Meeting Frequency	Time Expectation	Staff Liaison
<i>Willamette River Water Coalition</i>	Council President Henderson	Councilor Buehner	Monthly		Dennis Koellermeier
Mission of the coalition is to protect the Willamette River and to protect Tigard's water rights.					

Tigard Board & Committee Liaison Assignments:

<i>Committee Name</i>	Primary Representative	Alternate Rep	Meeting Frequency	Time Expectation	Staff Liaison
<i>Tigard Audit Committee</i>	Councilor Buehner		Meet a minimum of two times with reps of the CPA firm appointed to perform the annual audit of the city's annual financial report.		Debbie Smith-Wagar
Participate in the appointment, compensation, retention and oversight of any independent accountants engaged for the purpose of preparing and issuing an independent audit report of performing other independent audit, review or attest services.					
<i>City Center Advisory Commission</i>	Council President Henderson	Councilor Woodard*	2 nd Wednesday/month@ 6:30 pm		Sean Farrelly
This committee's role is defined in the City Charter and is to assist the Urban Renewal Commission in developing and carrying out an Urban Renewal Plan. *If Councilor Woodard is also unable to attend, Council President Henderson will contact another City Council member to attend.					
<i>Façade Improvement Subcommittee</i>	*Council President Henderson & Councilor Woodard	Mayor Cook		(2 representatives needed)	Sean Farrelly
To encourage businesses to make improvements to storefronts or commercial facades in downtown by providing design assistance and/or matching funds. *Two council representatives required.					
<i>Downtown Public Art Subcommittee</i>	*Council President Henderson	Councilor Woodard/ Mayor Cook			Sean Farrelly
Discuss and make recommendations for various public art options that may be purchased with the urban renewal funds for the Main St./Green St. project. *City Recorder Wheatley confirmed with Redevelopment Project Manager Farrelly on 1/30/13, only one council representative required.					
<i>High Capacity Transit Land Use Plan Citizens Advisory Committee</i>	Councilor Woodard	Councilor Snider	Meet during regularly scheduled Transportation Advisory Committee Mtgs		Judith Gray
Metro has identified the "SW Corridor" (PDX - Sherwood via Tigard) as the next priority expansion line for the regional HCT system. The city is gearing up for an extensive planning process beginning with a state-funded land use plan to identify potential station area locations and development traits to warrant HCT investment and achieve the city's aspirations. The Transportation Advisory Committee serves as the Citz. Advisory Comm. for the land use plan.					
<i>Library Board</i>	Councilor Snider		Second Wednesday of each month at 7:00 p.m.		Margaret Barnes
Advisory to the Council regarding library policies, budget, facilities and other needs of the community to provide quality library service, per TMC 2.36.030.					

<i>Committee Name</i>	Primary Representative	Alternate Rep	Meeting Frequency	Time Expectation	Staff Liaison
<i>Neighborhood Involvement Committee (formerly CCI)</i>	Mayor Cook		3 rd Wednesday/every other mo. @ 7p.m.	6 hours a year	Joanne Bengtson
Charged with oversight for the Neighborhood Network program, encourages two-way communication between city and residents and encourages residents to be more involved. <i>(The committee changed its name to reflect new mission – previous incarnation was Committee for Citizen Involvement.)</i>					
<i>Park & Recreation Advisory Board</i>	Councilor Woodard	Council President Henderson	2nd Monday/month 7 p.m. in the Water Building		Steve Martin
To advise the Council on park and recreation policies, facilities, programs and budgets.					
<i>Planning Commission</i>	Councilor Buehner	Councilor Snider	1st & 3rd Monday/month @ 7p.m.		Tom McGuire
Assists the City Council to develop, maintain, update and implement the Comprehensive Plan, to formulate the Capital Improvements Program, and to review and take action on development projects and development code provisions delegated to the Commission.					
<i>Transportation Advisory Committee</i>	Councilor Woodard	Councilor Snider	1 st Wednesday, 6:30 p.m., library 2 nd Floor Conf Rm	1.5 hr. meetings	Judith Gray
Advisory to council & staff regarding planning and development of a comprehensive transportation network, including development of plans and corresponding financing programs; development of funding mechanisms and sources to implement transportation projects and ensure adequate maintenance of the existing transportation infrastructure; public involvement and education in transportation matters and ways to improve traffic safety and accessibility in all transportation modes.					
<i>Tree Board</i>	*		1 st Wednesday of month @ 6:30 p.m.		
The mission of the Tree Board is to develop and administer a comprehensive program for the management, maintenance, removal, replacement & protection of trees on public property. *Tree Board mission to be added to/redefined in 2013? – get recommendation from staff.					
<i>Youth Advisory Council</i>	Councilor Snider	Mayor Cook	1 st & 3 rd Wednesdays @ City Hall (Wednesdays conflict with other council liaison meetings; this meeting date might change?*)		Various representatives- Police Department
Students in grades 5-12 represent their peers as resources to the community to advise the best ways to build developmental assets for each youth in Tigard. The Youth Advisory Council also facilitates the development and implementation of programs and activities that are important to youth. *Verification of meeting dates needed.					

I:\adm\city council\goals\2013\council liaison appt matrix\2013 council liaison appt matrix draft.docx

Special Meeting

Meeting Date: 02/05/2013
Length (in minutes): 15 Minutes
Agenda Title: Contract Award - Dirksen Nature Park Property Design Development and Construction Documentation
Prepared For: Joseph Barrett
Submitted By: Joseph Barrett, Financial and Information Services

Item Type: Motion Requested

Meeting Type: Special Meeting

Public Hearing

Newspaper Legal Ad Required?: No

Public Hearing Publication

Date in Newspaper:

Information**ISSUE**

Shall the Local Contract Review Board award a contract for property design development and construction documentation for the city's Dirksen Nature Park project to WH Pacific?

STAFF RECOMMENDATION / ACTION REQUEST

Staff recommends the Local Contract Review Board award the contract for property design development and construction documentation for Dirksen Nature Park to WH Pacific and authorize the City Manager to carry out the necessary actions to execute the contract.

KEY FACTS AND INFORMATION SUMMARY

In December 2010 the city purchased the 48-acre Dirksen Nature Park (Fowler) property through multiple transactions with over \$2.5 million in grant support for the project. Bordered by Fowler Middle School to the south, Tiedeman Avenue to the east, and Tigard Street to the north, the property contains a mix of mature forests, wetlands and open space. The majority of the property will remain a natural area, and approximately 35 acres are protected under a conservation easement with Metro.

With the completion of the site's master plan, the city now is moving forward with design development, permitting, and construction documentation for the first phase of the park's development. It is the city's desire for construction of the project to be out to bid by the fall of 2013.

As described and illustrated in the site master plan document and illustration, public recreation improvements to this property will be limited to specific areas of the site. Amenities and improvements to be included in Phase 1 are as follows, and additional elements per the master plan may be added depending upon probable costs and available budget:

- Half street improvements along Tigard Street, designed to include undergrounding overhead utilities and to address stormwater management as described in the Master Plan.
- Parking lot along Tigard Street and associated landscaping per the Tigard Development Code.
- Interior trails and pathways, to include the 8' wide community trail along the northern edge, paved connection from the Fanno Creek Trail to Fowler Middle School, 5' wide paths as shown in the master plan, and trail decommissioning in selected areas to reduce impacts to natural areas.
- Education center and immediate environs, to include bus pull-off along Tigard Street, community gardens, signage, façade/porch enhancements and landscaping.
- Sport field area, to include field renovation and drainage, soccer overlay, restroom/shelter, nature play area.

- Habitat restoration and mitigation plantings as required by permitting agencies.

Staff released a qualification-based Request for Proposal (QBRFP) for park property design development and construction documentation in November 2012. Under a QBRFP, the city must look at criteria other than price, rank the proposers in accordance with these criteria, and then, and only then, may enter negotiations with the top ranked firm. The criteria used for this solicitation were as follows:

- Work Scope Details – 50 points
- Firm and Project Team Qualifications and Experience – 30 points
- Project Approach – 20 points

After a review of the submittals, staff's ranking of the firms was as follows:

Rank	Firm	Total Score
1	WH Pacific	278
2	Vigil Agrimis	259
3	Westlake Consultants	243
4	CES/NW	232
5	Walker Macy	229

Staff, based on this ranking, then entered into good faith negotiations with WH Pacific for the work. The negotiations resulted in an agreed upon price of \$457,650 for the project. This is the award amount that staff brings forward to the Local Contract Review Board.

OTHER ALTERNATIVES

The Local Contract Review Board can determine that the \$457,650 price tag for the work is too high and direct staff to continue negotiations with WH Pacific or end the negotiations with WH Pacific and move the second ranked firm (Vigil Agrimis) and open negotiations.

COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS

Dirksen Nature Park (Summer Creek Park) Master Plan

DATES OF PREVIOUS COUNCIL CONSIDERATION

This is the first time this contract award has been presented to the Local Contract Review Board.

Fiscal Impact

Cost: \$457,650

Budgeted (yes or no): Yes

Where budgeted?: Parks Bond and Parks SDC Funds

Additional Fiscal Notes:

The contract is estimated at \$457,650 and is expected to cross between fiscal years 2012-2013 and 2013-2014. There is a total of \$541,400 budgeted (\$341,400 in FY 2012-2013 and \$200,000 anticipated in FY 2013-2014) in the Parks Bond and Parks SDC funds.

Special Meeting

Meeting Date: 02/05/2013

Length (in minutes): 5 Minutes

Agenda Title: Extension of PGE non-exclusive electric utility franchise

Prepared For: Loreen Mills

Submitted By: Loreen Mills,
City
Management

Item Type: Motion Requested
Ordinance

Meeting Type: Special
Meeting

Public Hearing

Newspaper Legal Ad Required?: No

Public Hearing Publication

Date in Newspaper:

Information

ISSUE

Should the council extend the Portland General Electric (PGE) franchise agreement four months to allow time for franchise renegotiations?

STAFF RECOMMENDATION / ACTION REQUEST

Adopt the attached ordinance which would extend the existing PGE franchise agreement four months to allow for renegotiations.

KEY FACTS AND INFORMATION SUMMARY

The city has a non-exclusive electrical utility franchise agreement with Portland General Electric (PGE). The current franchise was granted for a period of twenty years and is scheduled to expire on 2/23/13.

The city and PGE have been in negotiations for several months and have made significant progress towards agreement. However, agreement will not be reached prior to 2/23/13.

An additional four months would adjust the expiration date of the existing contract to 6/23/13 and allow for conclusion of the negotiation process.

OTHER ALTERNATIVES

Take no action and allow the current franchise agreement to expire. PGE would then be under the provisions of the Tigard Municipal Code 15.04 (Work in Right-Of-Way) and 15.06 (Franchised Utility Ordinance).

COUNCIL OR CCDA GOALS, POLICIES, MASTER PLANS

Financial stability was a 2012 Council Goal. PGE franchise revenues support the City's General Fund.

DATES OF PREVIOUS CONSIDERATION

N/A

Fiscal Impact

Cost: N/A

Budgeted (yes or no): Yes

Where Budgeted (department/program): General Fund

Additional Fiscal Notes:

PGE franchise fee revenue is estimated to be \$1.7 million in the General Fund this fiscal year. Allowing sufficient time to conclude the renegotiations on the franchise agreement is necessary to preserve this revenue source.

Attachments

PGE Extension 2013

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

AN ORDINANCE EXTENDING THE TERMINATION DATE OF ORDINANCE 93-07, GRANTING A NON-EXCLUSIVE ELECTRIC UTILITY FRANCHISE TO PORTLAND GENERAL ELECTRIC COMPANY, AND DECLARING AN EMERGENCY AND AN EFFECTIVE DATE.

WHEREAS, the City Council enacted Ordinance No. 93-07 on February 1993, granting a renewal of the non-exclusive electric utility franchise of Portland General Electric Company (PGE) for a period of twenty (20) years, until February 23, 2013; and

WHEREAS, the City and PGE are actively negotiating an updated renewal of the franchise agreement and recognize more time is needed to finish the negotiation process; and

WHEREAS, the City Council deems it to be in the public interest to extend the current franchise agreement for a period of four (4) months to allow the negotiation process to conclude; and

WHEREAS, the City Council finds that an emergency should be declared so that the franchise extension can take effective to coincide with the expiration of the current agreement, for the reasons set forth more fully below in Section 2.

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

SECTION 1: The Portland General Electric Franchise granted by Ordinance No. 93.07 is hereby extended to June 23, 2013.

SECTION 2: An emergency is declared to exist and it is necessary for the immediate preservation of the peace, health and safety of the people of the City of Tigard, Oregon, that this ordinance become effective on February 23, 2013 in order to provide the continuity of electric service, insure public revenue flow, and authorize the proper use of public property within the City; as such, and this ordinance shall be in full force and effect on February 23, 2013 after its passage by the council, signature by the mayor, and posting by the city recorder.

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 Legal Counsel

Date

Special Meeting**Meeting Date:** 02/05/2013**Length (in minutes):** 20 Minutes**Agenda Title:** Clean Water Services Plan District Update**Prepared For:** John Floyd**Submitted By:** Cathy Wheatley, Administrative Services

Council Business Mtg - Study

Item Type: Update, Discussion, Direct Staff**Meeting Type:** Sess.**Public Hearing:** No**Publication Date:****Information****ISSUE**

Receive update on a development code amendment package that proposes new land use regulations for the Durham Advanced Wastewater Treatment Facility.

STAFF RECOMMENDATION / ACTION REQUEST

Receive information in preparation for public hearing tentatively scheduled for March 12, 2013.

KEY FACTS AND INFORMATION SUMMARY

The purpose of this briefing is to prepare the City Council for a public hearing which is tentatively scheduled for March 12, 2013. At the public hearing, Council will be asked to consider development code amendments that propose new land use regulations for an existing wastewater treatment plant located within city limits. These regulations will take the form of a new plan district that would replace the existing zoning districts assigned to the facility. As a secondary function, the amendment package will also provide some regulatory clarity as to how plan districts are adopted and where they apply within the city. Staff undertook the preparation of these code amendments based on previous Council direction and the terms of an intergovernmental agreement signed between the City of Tigard and Clean Water Services.

As part of the briefing, staff will present pertinent background information and describe the overall goals of the project. To help Council familiarize themselves with the project site in advance of the briefing, two attachments are included. The first is an aerial photograph of the Durham Advanced Wastewater Treatment Facility and vicinity, labeled with existing land uses and the proposed district boundary. The second is a handout that provides some basic facts about the Durham Advanced Wastewater Treatment Facility.

OTHER ALTERNATIVES

Informational meeting only.

COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS

This project implements Council goals. Because the 2013 goals are not yet adopted, applicable 2012 goals are listed below:

2012 Tigard City Council Goals

Goal 1.b: Implement the Comprehensive Plan through code revisions.

Goal 5.a.ii: Create recreational opportunities by partnering with the school district and other agencies or groups.

Tigard City Council Long Range Objectives

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

DATES OF PREVIOUS COUNCIL CONSIDERATION

October 11, 2011

June 5, 2012

June 12, 2012

Attachments

Aerial Photograph & Existing Land Uses

Durham Facility Fact Sheet

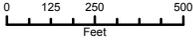
Existing Land Use
City of Tigard



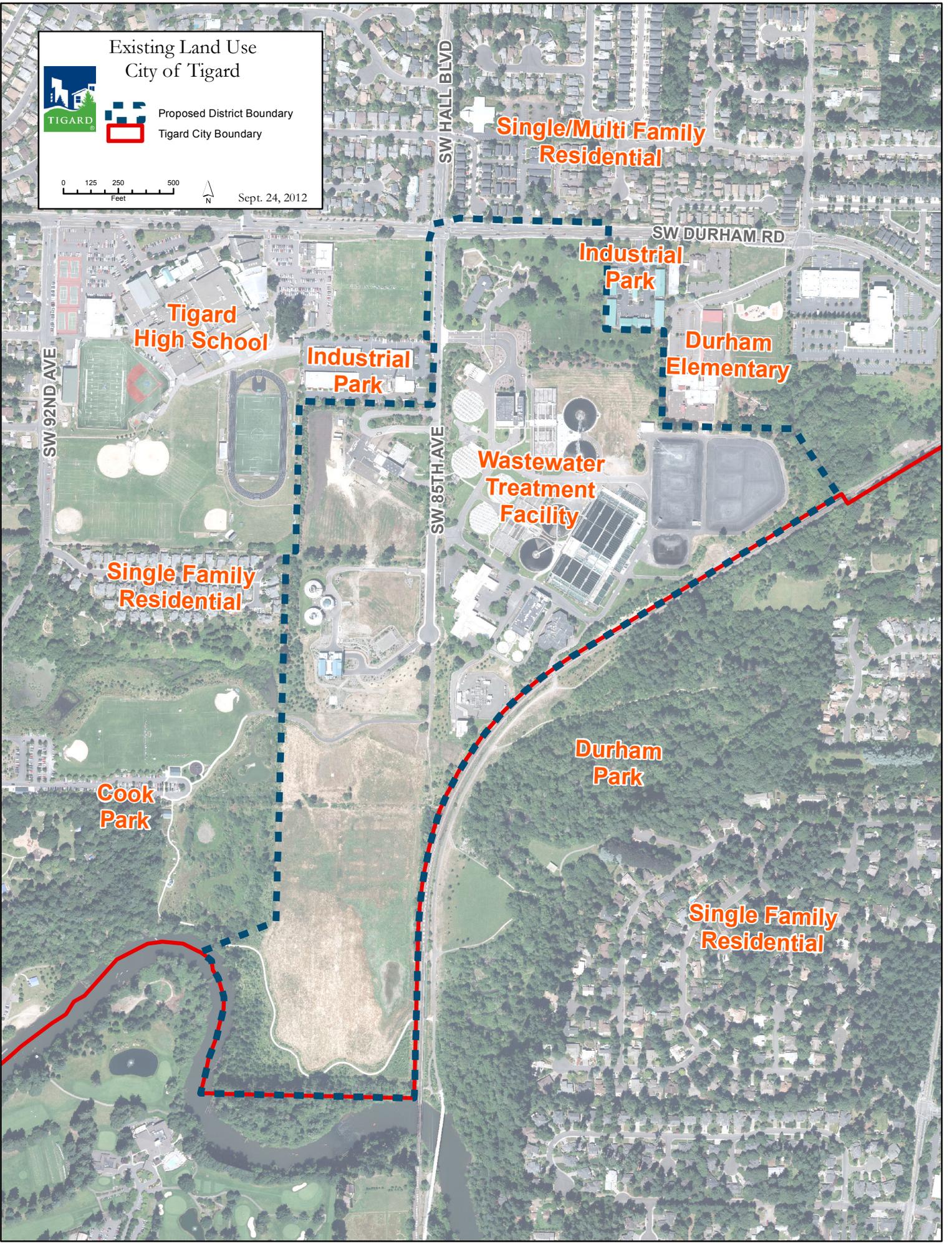
Proposed District Boundary



Tigard City Boundary



Sept. 24, 2012



Single/Multi Family Residential

Industrial Park

Durham Elementary

Industrial Park

Wastewater Treatment Facility

Durham Park

Single Family Residential

Cook Park

Single Family Residential

Tigard High School

SW HALL BLVD

SW DURHAM RD

SW 92ND AVE

SW 85TH AVE

Durham Advanced Wastewater Treatment Facility



Durham Advanced Wastewater Treatment Facility is a nationally acclaimed, state-of-the-art facility, serving Washington County residents in the cities of Beaverton, Durham, King City, Sherwood, Tigard, and Tualatin, and small portions of southwest Portland and Lake Oswego.

The facility, located in Tigard near Cook Park and Tigard High School, cleans an average of 26 million gallons of wastewater per day to among the highest safety and quality standards in the nation. Through innovative, advanced technology and processes, wastewater collected from homes and industry is cleaned and returned to Washington County's only river – the Tualatin, actually enhancing the health of the river. Cleaned wastewater is also used for local irrigation, and natural byproducts of the treatment process are converted to electricity, heat, and used

as soil amendments at local sites and throughout the state.

The Durham Facility provides advanced wastewater treatment, also known as tertiary treatment, exceeding the treatment level of 98 percent of wastewater facilities in the United States. In 2009, the first commercial nutrient recovery facility in the nation was built at Durham through a partnership with Ostara Nutrient Recovery Technologies in Canada. The facility captures 80% of the phosphorus from the wastewater stream and converts it into a premium, slow release fertilizer used on turfs and nurseries throughout the northwest and elsewhere.

The Durham Advanced Wastewater Treatment Facility began operations in 1976 to reverse decades of severe water pollution in the Tualatin River and its tributaries, and to meet the

demands of a growing population. The facility centralized a scattered system of 14 inefficient wastewater treatment plants, creating one of the most efficient and advanced facilities in the world.

- Provides a higher level of treatment than 98 percent of the facilities in the nation
- Must meet nearly 1,000 strict permit conditions, including monthly, weekly and daily limits established to protect the Tualatin River
- Serves a population of approximately 210,000 and growing
- Cleans an average of 26 million gallons of wastewater per day
- Recycles more than 50 million gallons a year of cleaned wastewater for local irrigation
- Recycles more than 14 dry tons of biosolids daily for use as a soil amendment
- Produces up to 500 tons of Crystal Green[®], a commercial, high value fertilizer
- Generates more than 4 million kilowatts-hours of power per year by reuse of methane gas, a treatment byproduct (enough to power 330 homes per year)

Durham Facility: Proposed site development

Since opening in 1976, Clean Water Services Durham Facility has been under nearly continual expansion and upgrades to keep pace with the community's growth, meet increasingly stringent state and federal pollution control standards and to ensure adequate and reliable infrastructure to support our region's economic development. Clean Water Services is committed to working with our neighbors, host community and the region to ensure future expansions and upgrades continue to deliver value for the river and our ratepayers.

Clean Water Services has carefully evaluated the intermediate and long-term infrastructure needs of the basin to ensure future investments meet the needs of the growing community and the river. CWS' proposed 2025 and build-out improvements are fully contained within the existing property footprint while expanding screening, buffers and retaining the park-like entrance along Durham Road. Proposed improvements include:

Intermediate Term (2025)

- Upgrade solids handling facilities
- Install 400 kW solar array,
- Upgrade odor control facilities
- Construct new 1.7 mW cogeneration and grease handling facilities
- Construct improvements to Headworks structure
- Construct new tertiary treatment clarifier and upgrade of existing facilities
- Replace Treatment Plant Services Building
- Expansion of digestion facilities

Long Term (2025 to build out)

- Upgrade and expansion of treatment works including construction of additional primary, secondary, and tertiary clarifiers; aeration basins; and digester
- Expansion of Headworks facility and Primary Effluent Pump Station
- Construct new O&M Building at location of new Treatment Plant Services Building
- Construct secondary treatment expansion to accommodate anticipated new plant discharge requirements (regulation changes)
- Construct solids handling expansion to accommodate evolving regulatory requirement

Award-winning Facility

- 2009 – U.S. Green Building Council Leadership in Energy and Environmental Design (LEED) Silver certification for new Influent Pump Station
- 2006 – PNCWA / Oregon Outstanding Reuse Customer Award.
- 2005 - U.S. EPA National Clean Water Act Recognition Award for the best operated and maintained large, advanced treatment facility in the nation.
- 2004 – U.S. EPA Lower Columbia Section Plant of the Year Award.
- National Association of Clean Water Agencies (NACWA) Gold Award for 100% permit compliance 8 times since 1995

