



City of Tigard
Tigard City Council Meeting Minutes
June 17, 2014

1. WORKSHOP MEETING

A. Mayor Cook called the City Council meeting to order at 6:33 p.m. 

B. City Recorder Wheatley called the roll:

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

C. Mayor Cook led the Pledge of Allegiance.

D. Mayor Cook asked Council for Communications & Liaison Reports to be heard as Agenda Item 7.  None.

E. Mayor Cook to ask Council and Staff for any Non-Agenda Items to be heard as Agenda Item 8. City Manager Wine advised she have a report on non-agenda items.

2. BRIEFING ON CAPITAL IMPROVEMENT (CIP) PROJECTS

 City Engineer Stone presented the information for this agenda item.

A chart showing the status of the CIP projects is on file with the agenda item summary for this agenda item.

Council held discussion on the phasing of projects, some of which were allocated among more than one fiscal year.

During review of the parks CIP projects, Financial and Information Technology Director LaFrance confirmed that all of the parks bond funding will be allocated to projects.

City Manager Wine reported that Tigard is not on the list for funding for any project under the Connect Oregon grant program.

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3. RIVER TERRACE PARKS AND TRANSPORTATION MASTER PLAN ADDENDA AND FINANCING STRATEGIES

Financial and Information Technology Director LaFrance introduced this agenda item. Present to give support and input on the discussion were Senior Transportation Planner Gray, River Terrace Project Manager Shanks, Parks and Streets Manager Martin, City Engineer Stone, Todd Chase with FCS Group, Assistant Financial and Information Services Director Smith-Wagar.

River Terrace Project Manager Shanks distributed a copy of the project schedule entitled “River Terrace Community Action Plan – Adoption Process.” She reviewed the schedule.

The transportation plan will need to go through a legislative hearing process and will be conducted when the River Terrace Community Plan is presented as a whole in a legislative hearing process. The parks plan, mostly because of trail connections, is integral to the transportation plan so this plan will also be considered by the council when the hearing is held on the entire community plan.



Parks and Streets Manager Martin reviewed elements of the parks plan. In 2009, the council adopted the Tigard Parks System Master Plan and after that the West Bull Mountain Concept Plan was drawn up. The proposed parks plan is similar to the West Bull Mountain Concept Plan. Major differences include a reduction of the large greenway along Roy Roger Road primarily because the River Terrace Trail is now a larger, more important trail traversing through the middle of the River Terrace area. Park properties are in a designated area; however, specific properties for parks have not been identified. This plan was presented to the Parks and Recreation Advisory Board (PRAB) on May 12 and the board was agreeable to the plan. Parks and Streets Manager Martin reviewed a few key elements of the plan. Two large community and six neighborhood parks are planned. A lot of open space is also planned that is not counted in the park acreage.

Council discussion followed on the elements of the park plan including plans for trail connections.



River Terrace Project Manager Shanks said that the transportation planning documents were created similarly to the plans formed for the water and sewer plans. The River Terrace transportation plan information eventually will augment Tigard’s Transportation System Plan. River Terrace Project Manager Shanks distributed a June 17, 2014, memorandum to the City Council. This memo summarizes the public involvement activities and the input received from the stakeholder working group, the technical advisory committee, Tigard Transportation Committee, Parks and Recreation Advisory Board and community comments received by email. Community input centered on two topics:

- Signal at the new Scholls Ferry Road and River Terrace Boulevard intersection – with most comments siding in favor of its installation.
- Luke Lane street extension – most of the residents who live on Luke Lane are opposed to the future extension of the street (see June 17, 2014 memo for a summary and the document

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entitled, “Draft River Terrace Transportation System Plan, Public Comment Period June 2-16”).

Council discussed the transportation planning and consideration given to infrastructure needs and impacts to Bull Mountain as a collector street (county designation).

 Financial and Information Technology Director LaFrance introduced Consultant Chase who reviewed the preliminary funding analysis for River Terrace’s parks and transportation plans. (See tables included with the staff report entitled, “Preliminary Funding Analysis” (Parks) and “Preliminary Funding Analysis” (Transportation). Key points included:

- Parks
 - The city’s general fund is the primary source for parks funding other than the voter-approved bond that occurred a few years ago.
 - Tigard only has about \$800,000 in undedicated funds available for new parks development through the year 2020. The anticipated costs for park development in the River Terrace area are about \$20 million.
 - Funding strategies include:
 - Revisiting system development charges (SDCs) for parks. The council could consider sub-district parks SDC for River Terrace.
 - Parks utility fee (amount offered for consideration was \$5.50 – \$6 per month per utility account).
 - Leverage grants.
 - A service district charge (local and through the county), which could be presented for approval by the voters of River Terrace.
 - Dedication of land for neighborhood parks by developers.
- Transportation
 - The city is fortunate in that it has some local funding sources for transportation that some cities do not: i.e., local city gas tax fund, county transportation system development tax (TDT).
 - There is an un-programmed \$1.5 million dollars available by fiscal year 2020/21, but these funds will also be needed to address citywide needs.
 - River Terrace calls for about \$68 million in collector and arterial facilities.
 - Additional funding sources could include:
 - Supplemental SDCs (similar to North Bethany).
 - Formation of an urban renewal district in the River Terrace area.
 - Formation of a service district (as recommended for the parks funding above).
 - Seek voter-approval of a larger transportation project for something like a “River Terrace Boulevard.”
 - Know there might be other options to pursue in the future; i.e., potential urban reserve areas that would come into Tigard and could contribute to funding improvements.

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- Developers would likely fund some right-of-way and land purchases needed for future street improvements.
- Developers contributing to SDCs and providing half-street improvements or interim improvements to serve their developments.

Council discussion followed about the ideas presented along with the upcoming schedule to review the infrastructure recommendations to proceed with the development of the River Terrace community.



4. UPDATE ON ECONOMIC DEVELOPMENT ACTIVITY

Economic Development Manager Purdy presented the staff report for this item. Key points:

- The program focus is on three core areas: groundwork, business assistance and innovation.
- New data resources are continually being developed.
- Continue to work with partners such as Greater Portland, Inc., small cities, Chamber of Commerce and the Westside Economic Alliance.
- Tigard has now exceeded the 50,000 population level and is now eligible to become a more active partner in Greater Portland, Inc. at an increased membership fee of \$25,000.
- Building capacity through meetings with the Tigard Downtown Alliance. TDA continues to evolve and is now set up with a board of directors and representatives are meeting with the State of Oregon Main Street Coordinator.
- Information, through regular communications, shared with entrepreneurs throughout the city about programs or opportunities. Businesses are given an opportunity to sign up to receive this information when they renew their business licenses. Once the city's website is updated, people can sign up to receive this information. Mr. Purdy also, when he meets business owners, asks if they want to sign up to receive this communication.
- Economic Development Manager Purdy distributed information on two programs: Code Oregon and Grow Oregon.
- Preliminary conceptual alignments for roads, water, sewer and storm infrastructure have been reviewed for the Fields Infrastructure Finance Plan project (aka Hunziker Industrial Core). The next step will be to share this information with commercial property owners in the area to gather input on which scenarios best support private sector investment and redevelopment.
- In two weeks, council will be considering a proposed resolution to apply to the state for a Vertical Housing Development Zone. All other taxing authorities have been notified. The deadline is imminent for other taxing authorities to opt out of the zone. Councilor Snider and City Manager Wine accompanied Economic Development Manager Purdy to meet with officials from TVF&R. The school district has not commented or contacted the city about the zone. Councilor Snider pointed out if the school district would choose to opt out of the district, much of the tax benefit to business owners would be lost. Discussion followed on when taxing

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districts can opt out. Economic Development Manager Purdy explained that districts must opt out at the time the zone is formed and not when individual projects within the zone go forward.

- A potential new business will be looking at possible site locations in Tigard.
- Reviewed raw data broken by employment sector with the council.



5. DEMONSTRATION OF THE PUBLIC WORKS DEPARTMENT'S NEW COMPUTERIZED MAINTENANCE MANAGEMENT SYSTEM (CMMS) SOFTWARE

Interim Public Works Director Rager introduced this agenda item. He introduced Public Works Business Manager Wright and Utility Division Manager Goodrich. Ms. Wright demonstrated the capabilities of the computerized maintenance management system (CMMS) software.

Public Works began implementing MainStar CMMS software two years ago. CMMS offers modules for asset maintenance and management needs. Ms. Wright demonstrated the capabilities of the software to track information pertaining to infrastructure assets such as streets, sewer and storm water systems, potable water, signs, bridges, paving facilities and projects. Use of the system will aid staff in planning for routine maintenance work, tracking asset costs, recording important inspection findings, tracking repair histories, and planning work for eventual rehabilitation or replacement. CMMS is also a tool to track costs and contribute to better, more finely tuned budgeting. Citizens can use an application to easily report issues using their cell phones to take pictures of and identify locations in need of attention or repair.

6. REVIEW COMMENT CARDS AND FEEDBACK FROM CITY COUNCIL'S 5X3X10 EVENTS

Item No. 6 was set over to June 24, 2014.

7. COUNCIL LIAISON REPORTS: None.

8. NON AGENDA ITEMS



City Manager Wine reported on the following:

- What it means for the City of Tigard to exceed a population of 50,000. Two main points:
 - Tigard, if it so chooses, could become an entitlement community through the Community Development Block Grant program. This should be evaluated on an annual basis.
 - For certain organizations this 50,000 threshold of population might mean a different tier of membership; i.e., Greater Portland, Inc.

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- Tigard is the 12th largest city in the state.
- Tigard received a Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association for the fiscal year ending 2013.

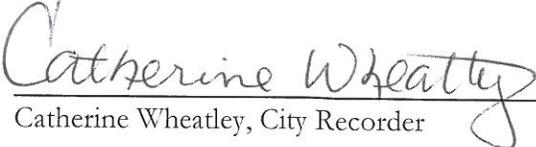
9. EXECUTIVE SESSION: Not held.

10. ADJOURNMENT  9:26 p.m.

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

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

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


Catherine Wheatley, City Recorder

Attest:



Mayor, City of Tigard

Date: 

July 8, 2014

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