



CITY OF TROUTDALE

"Gateway to the Columbia River Gorge"

AGENDA

CITY COUNCIL – REGULAR MEETING

Troutdale City Hall - Council Chambers
219 E. Historic Columbia River Hwy. (Lower Level, Rear Entrance)
Troutdale, OR 97060-2078

Tuesday, June 24, 2014 – 7:00PM

Mayor

Doug Daoust

City Council

Norm Thomas

Glenn White

David Ripma

Rich Allen

Eric Anderson

John L. Wilson

City Manager

Craig Ward

City Attorney

David J. Ross

1. **PLEDGE OF ALLEGIANCE, ROLL CALL, AGENDA UPDATE.**
2. **CONSENT AGENDA:**
 - 2.1 **ACCEPT MINUTES:** May 20, 2014 Work Session and May 27, 2014 Regular Meeting.
 - 2.2 **RESOLUTION:** A resolution approving an Intergovernmental Agreement authorizing the City to become a member of the Managing Oregon Resources More Efficiently (MORE) Cooperative.
 - 2.3 **RESOLUTION:** A resolution authorizing the City of Troutdale to become a party to the Oregon Public Works Emergency Cooperative Assistance Agreement.
3. **PUBLIC COMMENT:** Public comment is limited to comments on non-agenda items. *Remarks shall be limited to 5 minutes for each speaker unless a different time is allowed by the Mayor. The Mayor and Council should avoid immediate and protracted response to citizen comments.*
4. **MOTION:** A motion to approve the Mt. Hood Cable Regulatory Commission's 2014-15 Budget.
Julie Omelchuck, MHCRC and Councilor Thomas
5. **RESOLUTION:** A resolution providing for current FY 2013-14 Budget Transfers and Appropriation Changes.
Erich Mueller, Finance Director

6. **PUBLIC HEARING / ORDINANCE (Introduced 6-10-2014):** An ordinance amending the Troutdale Municipal Code Chapter 2.20 Committees and Commissions, pertaining to the membership of the Historic Landmarks Commission Mayor Daoust

7. **PUBLIC HEARING / ORDINANCE (Introduction):** An ordinance adopting updated and revised Metro Urbanization Policies along with updated Metro population and employment projections into Troutdale Comprehensive Land Use Plan Goal 14 Urbanization, specific to Statewide Land Use Goal 14 Urbanization, in fulfillment of Task 6 of the City's Periodic Review Work Program. Craig Ward, City Manager

8. **STAFF COMMUNICATIONS**

9. **COUNCIL COMMUNICATIONS**

10. **ADJOURNMENT**



Doug Daoust, Mayor

Dated: 6/17/14

City Council Regular Meetings will be replayed on Comcast Cable Channel 30 and Frontier Communications Channel 38 on the weekend following the meeting - Saturday at 2:30pm and Sunday at 9:00pm.

Further information and copies of agenda packets are available at: Troutdale City Hall, 219 E. Historic Columbia River Hwy. Monday through Friday, 8:00 a.m. - 5:00 p.m.; On our Web Page www.troutdaleoregon.gov or call Debbie Stickney, City Recorder at 503-674-7237.

The meeting location is wheelchair accessible. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to: Debbie Stickney, City Recorder 503-674-7237.

DRAFT

MINUTES

Troutdale City Council – Work Session
Troutdale City Hall – Council Chambers
219 E. Historic Columbia River Hwy.
Troutdale, OR 97060-2078

Tuesday, May 20, 2014

1. Roll Call

Mayor Daoust called the meeting to order at 8:18pm.

PRESENT: Mayor Daoust, Councilor Anderson, Councilor Thomas, Councilor White, Councilor Allen and Councilor Wilson.

ABSENT: Councilor Ripma.

STAFF: Craig Ward, City Manager; Debbie Stickney, City Recorder; Steve Gaschler, Public Works Director; and Travis Hultin, Chief Engineer.

GUESTS: See attached.

2. A discussion on the proposed ordinance adopting a new Public Facilities Plan, and the ordinance adopting text amendments to the Comprehensive Land Use Plan Goal 11.

Craig Ward, City Manager, stated we have given presentations at the last two Council meetings on this topic. The proposed amendments are pretty straight forward. They largely list the capital improvement project lists from the sewer, water and stormwater master plans that have been adopted. Steve Gaschler and Travis Hultin are here tonight to answer your questions.

Councilor Wilson stated after rereading the material that we were given and talking with Steve Gaschler, I am ready to move forward with this.

Councilor Anderson stated I think one of the reasons we are here is the rate cap issue on stormwater. We discussed the rate cap and while there might be some inequities there, I don't think we ever got to a point where we said lets lift it. With this Council this isn't the first time that this issue has come up and we have gone different ways, and it won't be the last. We have a gulf on this Council when it comes to SDC's, master plans and project lists. I want to come to some sort of a compromise position where we can have the projects on the list that our experts tell us we are going to need to look at in time, but as was the case with the Parks Master Plan we were funding real dollars for things that may not happen, or they were predicated on development and population estimates that weren't going to come true. I think that is the root of the issue. We are spending real dollars with SDC fees on pipe dream projects. I had the idea that we could establish SDCs in 5-year increments according to the project lists on the master plans. I thought that was

too simple. I looked at all of the projects lists and I have listened to all of the feedback from the Council on these master plan issues, and the issue that keeps coming up is that projects aren't getting done or there isn't enough money, not enough development, or not enough of this or that. Setting an SDC to do projects in 5-year increments accomplishes getting the projects off the ground and done, charging only the money that is out there five years for SDCs. The result of that would be the SDCs would have to be revisited every five years to match up with the master plans. The beauty of that is that as five years go by those projects that are 15 years down the line become 10, the ones that are 10 years down the line become 5 and future councils, if they like the methodology behind that, can keep moving it forward. I talked to Ed Trompke about this and asked him why we can't do this. He said if the Council wants to do it we can. I want to come back to this gulf that will continue with this Council when it comes to these master plans and projects - spending real dollars today for something that we might need in twenty years. That is the issue and that is what I am trying to resolve.

Councilor Allen stated interesting concept. We do things on a regular maintenance cycle. How long is our longest maintenance cycle? If you have something that occurs every 7 years and it is quite expensive then you might have to have some money saved up for that. We do things in a cycle but I don't know how long that cycle is.

Steve Gaschler, Public Works Director, replied that is a maintenance issue which is different than an SDC issue. SDCs have to do with capital improvements to supply services to new growth. If I understand your question Councilor Allen you are talking about a maintenance cycle. Maintenance to me is the operation of our existing system. It has many components of various systems so there is no set time. There are lifecycles that we factor in, but that has to do with replacement which has nothing to do with SDCs generally. This can get all melded together and is confusing. If you are talking about SDCs you need to stay in the SDC silo and not get over into the operation and maintenance because those are two different animals. Councilor Anderson is talking about SDCs, and Councilor Allen I am not sure where you are going on the maintenance issue.

Councilor Anderson stated I was looking at it strictly from an SDC point of view. The projects on the list are good and they may or may not need to be done, but lets fund them in 5-year increments as it relates to SDCs. Perhaps we can do the same thing with what you are thinking of, but I think that might be complicating the issue.

Councilor Allen stated what Councilor Anderson is talking about is a simpler concept to be able to do something like this. Lets not confuse what Councilor Anderson is talking about with what I just brought up. I would drop what I was talking about.

Steve Gaschler stated if you are going to calculate SDCs on a 5 year cycle you are going to make a five year growth estimation. It is going to be as wrong as your 20 year guess, just about. I have never seen anyone get a growth rate right yet. It is just an assumed rate. I have a hard time understanding why everybody gets hung up on it. What drives it is development and we really can't control that. There are outside forces that do that. When it happens is not as important to me as knowing that when it does happen we have accounted for it and we are able to draw that incremental fee from development that will

take care of the things that we have looked at in that window. If you shorten up the window you are going to shorten up the projects, and you are going to shorten up the growth and you should come out with about the same number. If you don't you are probably doing something wrong and you are either going to end up short or long.

Councilor Thomas asked how far do our master plans go out?

Steve Gaschler replied 20 years. That is a requirement by the state; they want us to look out 20 years for our master plans. On your question for the SDCs, we can shorten that timeframe up and do the methodology study based on a five year window and come up with a number, but I don't think it will change. It should match up with our other number. You have a list of all the projects and you have the projected growth, if you just shorten up the window you are going to take a lot of projects off the list, but we are also going to eliminate a lot of growth. You change the numerator and you change the denominator, but you should get just about the same number. The important thing is that growth is what drives it. You want to be prepared for that growth and be able to serve it. If you don't collect for that and don't have those facilities you are going to be telling developers sorry we can't service that development.

Travis Hultin, Chief Engineer, stated I think you run the risk of compartmentalizing your project groups and you are going to end up assigning that to one small increment of growth, one 5-year increment of growth. But that project that is needed ten years down the line may be needed because of the entire ten year period of growth but what you will end up doing is putting all of the cost on just half of that group. You could end up with a situation where because I built in 2021 instead of in 2019 I have to pay a bigger share because that is when the more expensive projects hit. Because I am developing later I am now serving my growth plus the growth that came before me but the people that came before me didn't have to pay into it.

Councilor Anderson stated I appreciate your points. I am not saying this is the perfect solution, but you have to admit there is a problem or else we wouldn't be here tonight. There is a problem with these master plan lists and funding them. I am trying to find a compromise solution. Maybe we will and maybe we won't, but if we don't this will just keep coming back again and again.

Travis Hultin stated I would point out that I think that there may be an impression by the Council that we are going to be coming back and proposing a bunch of huge SDC increases. In fact in the Sanitary Sewer Master Plan we projected a SDC decrease. In the Water Master Plan we projected a 10% increase, which on a single family home is just over \$100. We have not really been talking about huge SDC increases.

Councilor Anderson stated what concerns me on the back end of it Travis is exactly what you said about water. We have a Water Master Plan that is calling for big increases. If we trust the plan, and if we trust the work that went into it, which I assume we all do, then we should start funding it but we are not because the previous Public Works Director said the Council will never go for a 10% rate increase.

Travis Hultin stated that is rates not SDCs.

Councilor Anderson stated I understand. I am talking about master plans and growth and all of these things. I see this end of it and I'm trying to see your end of it and I am trying to find a compromise if one exists. I hear what you are saying. I don't have a perception that you guys are going to come in and raise SDCs through the roof. I know water is going to go up and sanitary sewer is going to go down and we will see what storm water does. If water has to go up, it has to go up.

Steve Gaschler stated if you remember the FCS study showed the storm water SDC going down significantly, so that is another one that is coming down a lot. The rate, the removal of the cap, in my mind isn't related to any of this at all. That is an equity issue. The study showed you that the residents are subsidizing the commercial/industrial businesses.

Craig Ward stated we don't want to get too far off the agenda. We discussed the storm water cap today at our management team meeting. We will be discussing the different alternatives related to that stormwater cap at a later date. It is not on tonight's agenda so it wouldn't be appropriate to have that discussion.

Councilor White stated I have questions about the cap removal but I will save that for a future meeting. I do think that was kind of a rub on this whole thing. When I voted no on this I had mentioned that the Planning Commission felt that they were misled. They felt that they were creating an all-encompassing list and in a perfect world if we had all of the funding this is what we would do. Then when they saw the rate cap being pulled they felt like they were misled, and they felt like now we were funding this huge wish list.

Craig Ward stated from a staff standpoint we didn't really relate the PFP issue and Periodic Review to the rate cap and the rate issues at all. That was never part of our conversation. That was never our intent. From a staff standpoint the two issues really don't relate. It is simply an equity issue.

Councilor White stated you can say the same thing for the Budget Committee as well because it is a revenue source that wasn't discussed during the budget meetings. If we were to pass the rate cap removal it would create additional revenue that wasn't mentioned during the budget meetings.

Craig Ward stated getting the issue resolved does relate back to the budget and it does need to be addressed. You are right, I am sure it is among many things that we didn't get down that deep into the weeds on. That revenue was not projected into the budget for next year as far as I am aware.

Councilor White stated for me I learned a lot when we did the parks SDC; we had to start at the master plan. That is why when I saw the dollar amounts I felt that they have to contribute to and drive the rate for both the fees and the SDC. I am not an expert but I can see some things that look like they will probably never see the light of the day, and that is why I like Councilor Anderson's idea of the 5-year plan. If we funded our rates and

our SDC fees on a 5-year plan then we could have some accountability of where that increased money goes and how it gets spent and start checking off some of these projects. It would be nice to not have to double our water, sewer and storm fees every 13 years; that is what we are on track for doing and it concerns me.

Mayor Daoust asked what are some of the projects that you say will never see the light of day?

Councilor White replied like the seismic upgrade of the water towers. I was told if we had a large enough earthquake to knock those water towers down there wouldn't be anything else standing anyway.

Travis Hultin stated that was Charlie Warren's opinion. That wasn't the opinion of the consultants that we worked with or with the staff that worked on that master plan.

Councilor Anderson stated you just hit the nail on the head. Who comes before us? Charlie Warren. He gave us an opinion and we hang onto it. Everybody has to be on the same page. We are going to make the best decision we can based on the information that we get. If I have a public works director saying if this falls everything else is going to be gone anyways, we remember that.

Travis Hultin stated if any engineer, Charlie Warren or anyone else, could make that determination just by looking at the water tower there would be no need to do a seismic evaluation. That is what engineers that specialize in seismic evaluations do and they do a lot more than just go out there and look at the tower.

Councilor Wilson asked is there any reason why we can't review this every five or ten years and then resubmit something back to the state?

Craig Ward replied I believe we are required to review our comprehensive plan every five years.

Travis Hultin stated I want to make an important distinction. Ideally, what we would like to do is review the Capital Improvement Plan (CIP) every year. This PFP is basically a summary of the previous master planning to demonstrate that we have planned for our community, but this is not the CIP that is going to be adopted by the Council. There is a separate document that is the CIP, which you adopted a corrected version of a few months back for a couple of the systems. Ideally you would have the fully developed all inclusive CIP covering all of your systems that just talks about the projects and their costs and how they are going to be funded and you would review that on a very regular basis. You are checking your assumptions – what is happening with growth, did this land develop the way that we thought it might and if it didn't do we still need this project. If you go back before the recession that was something that the Public Works Department brought to the Council annually. Based on the updated assumptions the SDC rate would be adjusted up or down. The PFP is a snapshot in time but the CIP would be something that you would want to review on a more regular basis.

Councilor Wilson asked and we can either increase or decrease the amount of SDCs charged?

Travis Hultin replied to an extent. The methodology identifies the maximum SDC you can charge. You can make it lower than that but not higher.

Mayor Daoust stated when we voted this down last week I couldn't understand what the issues were. I came to the point of understanding that one of the issues was that there may be some projects in the plan that may never see the light of day. We went through that with the Parks Master Plan. We are all comfortable dealing with parks projects because we visit parks regularly. When it comes to the decisions on these plans I have no clue whether a pump station upgrade is needed twelve years from now, or three years from now. That is what was confusing me about why we were voting this down last week. It made no sense to me whatsoever because we already have a system in place to review the CIP every year and the SDC rates are tied to that. So that is the answer. I think we already have a process that can deal with some of the concerns we have that there may be some projects that we are collecting money for now that we may never get to and those should be taken out. But when it comes to these particular plans I have no clue what those projects are, that is why I asked Councilor White what projects he was referring to. He said the seismic projects. In my mind we should move on with this.

Councilor Thomas stated I agree with you.

Mayor Daoust stated no offense to your idea Councilor Anderson. I agree, I don't think it would make much difference. I really don't like a short planning period. When you are talking about doing projects out seventeen years from now you have to start collecting now. I would hate to put that burden on the developers that come in ten years from now. That is the part I don't like about it. I think a longer planning timeframe, the 20 years is required. To me it seems appropriate.

Steve Gaschler replied that is for the master plans. The SDCs you have quite a bit of flexibility in your methodology. We would be happy to talk to FCS about that and come back to you and discuss that idea or other ways of looking at that. The seismic upgrades are on the rate side, which we are not factoring into the rates right now. But I think we could argue the merits of it; having water for people in the event of a catastrophe is going to be a big issue. If we are able to be resilient and get our water system back up and be able to serve the citizens in a natural disaster that is going to be a big plus for us. If we lose our tanks and can't get people water that is going to compound the problem.

Craig Ward stated if the water pipes in the ground break and the tanks fall down the replacement time for the pipes in the ground is much different than the replacement time for the tanks. You can dig up a pipe but you can't just replace a water tank that has collapsed. So in a sense Charlie's analogy may be true, but it doesn't deal with the recovery time to restore that system.

Travis Hultin stated the reason you have people who specialize in this kind of work do these analysis is because there are more earthquakes than just the big one. There are

the middle ones and a tank that doesn't have seismic joints can be damaged without the tank falling over and you can lose your water supply. There are other types of seismic risks other than the tank falling over. I don't want this to get over simplified into whether or not the tank falls over. There are a lot of other considerations in terms of seismic resiliency.

Councilor White stated for my comfort level a big part of my decision to not vote for this was the feedback I received from budget committee members and planning commissioners. The Chair is here tonight, can we hear from him?

Mayor Daoust asked Chair Staffenson would like to speak to the Council?

Taney Staffenson, Budget Committee and Planning Commission Chair, stated the Planning Commission (PC) spent quite a bit of time on the PFP and the master plans. We are not supposed to talk about it tonight but I think the fee increase, the rate cap, does play into this whole thing. If you look at the minutes from our May 15th meeting the PC was very concerned about the CIP project list. Travis Hultin was at the meeting. I think the term that I used was taking a chain saw to the list to cut it back because we felt that, for the population, we were just asking too much.

Mayor Daoust asked what list are you talking about? Water, sewer, stormwater?

Taney Staffenson replied all of them. What we were told was we need the projects on the list so that we can affectively fund them. That makes sense, but in talking to people and reading the report, the cap removal is going to be used partially for SDC funding. It all ties together. Do you disagree?

Councilor Thomas replied I am not seeing the correlation. I am not disagreeing I just don't understand it.

Taney Staffenson stated you are saying that removing the stormwater cap is going to give us money to fund SDC projects.

Steve Gaschler replied that is not correct. SDC projects are funded by SDC fees. We are not talking about SDC fees in the discussion next week at all. They are totally separate issues.

Councilor Thomas asked that is on the rate side?

Steve Gaschler replied absolutely.

Mayor Daoust asked did the PC approved the PFP?

Taney Staffenson replied right. The PC approved the PFP based on what we felt the funding was going to be for.

Mayor Daoust asked you mean the SDC rates?

Tanney Staffenson replied yes. There was quite a discussion about the 4% a year. This is a touchy subject with me because I have a failed business here. When you look at it, as near as I can tell, we have built 10 homes in the last 3 years. How many failed businesses do we have? Is this going to put anyone out of business? Maybe, maybe not. For the complex that I had it would mean selling \$50,000 worth of groceries per month more just to cover that fee increase. How do you do that? What we are talking about is that the residents are taking care of the commercial/industrial business properties. I don't know what is equitable. Typically the developers put in the system. We have stuff that goes into the system that staff has to deal with, and we have water running through a pipe, so now it is costing \$500 a month more to run water through a pipe. You are not maintaining the system on the property.

Mayor Daoust stated that is not an SDC issue.

Tanney Staffenson stated it is not an SDC but it comes back to it.

Mayor Daoust stated I am getting confused.

Councilor Allen stated can we cut to the chase just for my understanding. The PFP has the CIP within it. If we decide to change a master plan in the future, or change the CIP in the future is there anything about this PFP that will bind us to say no you can't change it because it is in the PFP? Are we, by adopting this PFP, tied?

Travis Hultin replied no.

Craig Ward stated we are not tied to it. If there was something in there that we found to be constraining we can amend our PFP. We can amend our CIP on an annual basis. Not only can we take projects out but we can add projects.

Councilor Allen stated and we can amend the CIP fairly easily annually.

Travis Hultin replied correct.

Councilor Allen stated but this one would be tied to it.

Craig Ward stated the PFP is more of a statement to the State showing that we have done our homework. We have anticipated the growth of our city. The growth of the city implies that we will need to make investments in public infrastructure and we are showing to the State and to any citizen or business that we have done our homework. We have looked 20 years out and said these are the things that we think we will need to accommodate the growth in the next 20 years. It doesn't bind us to that.

Councilor Allen stated I take it that it doesn't bind us to it. Now, are there any strings attached in the sense that if we wanted to change it do we end up saying well it is in the PFP and you can change it but it is going to take you so many months or weeks.

Craig Ward replied I don't think it is that complicated. We have added and deleted capital improvement elements on a regular basis that were not anticipated. The Parks Master Plan is seriously out of date and we are certainly not making some of those investments.

Councilor Allen stated and that is relatively easy; it is like two meetings right?

Mayor Daoust stated just look at the previous PFP that is in our packet, it is from 1990.

Craig Ward stated if we are going to amend the Comprehensive Plan, there is a process. We are required to take it to the Citizens Advisory Committee (CAC) and to the PC. It is a lot easier to amend our CIP. The two are not correlated tightly. The State doesn't care what we do with our CIP, they do care about what we have in the PFP. The only caveat I will put on any of this, and you will remember for instance with the Transportation System Plan (TSP) and some of the discussions we had with the County and Metro, in applying for certain grants we would need to make a statement that the project was in the TSP. It is conceivable that deleting projects from the PFP or CIP might raise the same issue for other agencies. If I had a choice I would have this list in the PFP be exhaustive rather than tightening the string for that reason. I don't see that as being a huge hurdle, but I think if there is any constraint it might be that if we didn't have something on the list we are going to have to explain what has happened since the last PFP amendment to prove that this is a project that will be in the next PFP.

Councilor Allen asked is the CIP and the master plan what we fund to and not the PFP?

Craig Ward replied yes. It is the CIP that we fund.

Councilor Allen stated that makes it real easy. I appreciate the information.

Councilor Wilson stated on page 1, of the PFP, it states, "It should be noted that there is no obligation on the part of the City to build projects described in the PFP or to meet the timeframe listed for the projects. The project list may be included as part of the Comprehensive Plan to show anticipated infrastructure needs based on known regulatory requirements and current assumptions..." Right there it is stated.

Councilor Allen stated I read that.

Councilor Thomas stated one thing we have to think about when we look at the CIP, Councilor White made the request about bringing property into the city that is south of Strebin Road. If that comes to fruition there will be a need to add a lot of new projects to the CIP to accommodate that potential growth. You need to look ahead to the future as to what we are thinking about. Lets not get wrapped up in all of the details and lets move forward. We can micromanage all we want but it doesn't make a lot of sense when you are at this higher level of planning. When we look at the projects annually staff will let us know if we need the projects; they may remove projects or postpone them. When you build these projects into the CIPs and you anticipate your future needs when you get to the point of needing the project you will have the funds to do what needs to be done.

Councilor Allen stated I notice that there are some places where we develop that we have capacity and it doesn't make me nervous at all. Whereas there are other places where we really just don't have sufficient infrastructure and it is going to be very expensive. Those tend to concern me more.

Councilor Thomas stated I agree with the Mayor. We don't necessarily understand the sewer and water infrastructure. All I know is that when I am driving down the road I am driving over the top of a lot of pipes. When I turn my water on I expect water and when I flush the toilet I expect it to go away. I appreciate the fact that staff plans ahead. Do I like rate increases, no. But I also understand it costs more to maintain these things and you have to build that in. I think it is important for us to move forward and get this done.

Taney Staffenson stated I respect what you are saying and I am not trying to get down to the details. The reason that this came up was your cap removal. In the staff report one of the pros listed is capital projects. When we looked at this, if we are taking this money and using it for capital projects I think the list may have looked differently when it came out of our meeting. That is all I am saying.

Travis Hultin stated one thing to keep in mind is that not all capital projects are capital improvement projects. A capital project is basically any significant project that the City funds. That could be a replacement project or a maintenance/operation project. It could also be an upgrade project that is partially an improvement and partially a replacement. I want to make sure that everyone understands that not all capital projects are capital improvement projects. Only capital improvement projects can be funded by SDCs. Other projects, like replacing a pump station, can't be funded by SDCs but it is still a capital project, it is just not a capital improvement project.

Taney Staffenson stated all I am saying is I think it would have affected some decisions that were made.

Councilor White stated I know you are not the only member of the PC that feels that way. Would the PC have time to look at this again?

Taney Staffenson replied we would make the time to do it. When I saw that this was on the agenda I tried to reach out to Rob Hallyburton at the LCDC today just because I had a previous agreement with Jennifer Donnelly that we would be done in June. When this didn't pass the other night I was thinking we may not make the June deadline.

Councilor Allen stated isn't it really the CIP that you are interested in and not the PFP? The one that drives the rates; isn't that what you are really interested in looking at?

Taney Staffenson replied they are all wrapped up.

Mayor Daoust stated I think the cap was going to be discussed as a separate issue. I don't know that this needs to go back to the PC. The cap seems to be the issue with some folks. We can address what to do with that cap next week, correct?

Craig Ward replied yes.

Tanney Staffenson stated I am here because I think this is going to be a fairly big issue.

Mayor Daoust asked what is?

Tanney Staffenson replied the cap.

Councilor White stated I almost think we need a work session on that.

Councilor Anderson stated this has been helpful for me. I don't want to run afoul of LCDC. If we have a list of projects here that are planning projects, I am okay with that. When it comes down to funding them and how we are going to fund them, I think that is a different discussion. I think that is the driver here isn't it Tanney, the money?

Tanney Staffenson replied yes:

Councilor Anderson stated so if we put the PFP on the agenda next week and we adopt it, then we send it to LCDC, another check off the list for periodic review. Then we have a list of projects that are 20 years out for planning. At the end of the day the issue is about money and paying real dollars for these projects. If we look at the pump station or the seismic study for the water tower and we have to write a check for it and it goes to you guys and you look at it and say I don't think you can write this check right now and you tell us that, chances are we are going to agree with you. But I don't think any of this precludes us from putting the PFP back on the agenda for us to approve now that I have heard all of this because I don't think this is actionable. This isn't actionable, it is a plan. It could be actionable. I voted no because I had questions which were answered tonight. Would the PC have any objection to us adopting the PFP next week as is, and then whatever happens with the rate cap happens and the PC will have a chance to chime in on that. Would that be acceptable?

Tanney Staffenson replied they would chime in on that, yes.

Craig Ward stated setting rates for public utilities is not, and has never been, a responsibility of the PC. We may have PC members that have opinions about rates but we do not send proposed rate changes for public facilities to the PC. As far as I know they don't get involved in the adoption of the CIP either. That is a Council prerogative.

Tanney Staffenson replied it is a Council prerogative and I am trying to be clear about that. This is your decision. All we are saying is we would have probably looked at the project list differently.

Councilor Thomas stated we did ask you to review those project lists, but I don't think that is a normal process.

Tanney Staffenson stated you asked us to review the project list with some different assumptions.

Travis Hultin stated I am not sure what the different assumptions are because we went through the PFP quite extensively with the PC. In fact we went back through it with the PC a second time after it has previously been passed. I did my best to explain the relationship of SDCs, the CIP, the PFP and the master plans several times and I don't think we have changed any of the assumptions that we discussed with the PC when we brought it forward to you. That was not my intent; it's really not my understanding of the discussion we had.

Mayor Daoust stated I don't know how the PC has any more expertise in sanitary sewer and water systems than we do. Do you have expertise on the PC to determine whether a project should be on the list or not?

Tanney Staffenson replied no. We are not trying to say that. We were simply concerned about the dollar amount of the projects based on the population of the city and the economic climate. We were trying to consider all factors possible when we looked at the list.

Mayor Daoust stated that is different. When we talk about SDCs and when we review the CIPs, can we get into what is used for population projections and trends into the future?

Craig Ward replied we feed information to the consultants that create the master plans and some of those factors are the projected increase in population. We are required to comply with the Metro and Portland State projections for growth. We have to accommodate and plan for that population growth.

Travis Hultin stated I would add that in the case of the sewer, water and stormwater master plans population itself is not really much of a factor. A lot of the projections are based on land use and the type of land uses that are projected and those are the basis for making your projections of how much sanitary sewer flow, how much water demand, and how much impervious area there will be.

Craig Ward stated but those relate back because our land use plans also have to accommodate the projected population. The two go hand-in-glove. They manifest in the utility plans in the form of the density of the development and how it is going to occur in our zoning pattern, but that pattern is responsive to the projected population growth and our responsibility to accommodate the population growth that we have to accommodate. So they all fit together.

Mayor Daoust stated I am proposing that we add these two ordinances, the PFP and the text amendments to the Comp Plan, to the agenda for next week.

Councilor White stated when we did the Sewer Master Plan the PC wasn't an expert on sewers but in their wisdom they were able to spot a problem with the Jackson Park Road sewer line project and the one that was going to go up to Tads. They worked hard and they got those projects pulled. If they hadn't done that would that have affected the rates or SDCs?

Travis Hultin replied neither because at that time we weren't planning to include those projects on any CIP proposal. Ultimately, some day if it gets added to the CIP then it would have an effect. There could be a mix of funding including some LID funding, some SDC funding and you could have some rate funding. You would have the option of creating that mix.

Mayor Daoust asked are we okay with my proposal?

Councilor White stated I am still hearing that the PC wants to look at this. I want to support our PC.

Councilor Allen stated I value their opinion.

Travis Hultin stated I would remind the Council that the PC has adopted this plan twice.

The majority of the Council agreed to add the two ordinances to the agenda for next week, but requested that the two ordinances be put on the agenda after the rate resolutions.

Councilor Allen stated the reason that I voted no on the PFP was because I felt like the introduction was too brief. When I feel like it is so brief that the public can't follow along, I am more likely to vote no, no matter what it is. My main reason had nothing to do with the rates.

3. Adjourn:

Meeting adjourned at 9:26pm.

DRAFT

Doug Daoust, Mayor

Dated: _____

ATTEST:

Debbie Stickney, City Recorder

DRAFT

**MINUTES
Troutdale City Council – Regular Meeting
Troutdale City Hall – Council Chambers
219 E. Historic Columbia River Hwy.
Troutdale, OR 97060-2078**

Tuesday, May 27, 2014

1. ROLL CALL, AGENDA UPDATE

Mayor Daoust called the meeting to order at 7:00pm.

PRESENT: Mayor Daoust, Councilor Ripma, Councilor Anderson, Councilor Thomas, Councilor White, Councilor Allen, and Councilor Wilson.

ABSENT: None.

STAFF: Craig Ward, City Manager; Sarah Skroch, Deputy City Recorder; Ed Trompke, City attorney; and Steve Gaschler, Public Works Director.

GUESTS: See Attached.

Mayor Daoust asked are there any updates to the agenda?

Craig Ward replied there are no amendments to the published agenda.

2. CONSENT AGENDA:

2.1 ACCEPT MINUTES: May 6, 2014 Work Session

2.2 RESOLUTION: A resolution approving an IGA between the East Multnomah Soil and Water Conservation District and the City of Troutdale for expansion of the StreamCare project on City property.

2.3 RESOLUTION: A resolution authorizing the City Manager to enter into an Exclusive Negotiating Agreement with Eastwind LLC.

MOTION: Councilor Anderson moved to approve the Consent Agenda. Seconded by Councilor Thomas. Motion Passed Unanimously.

3. PUBLIC COMMENT: Please restrict comments to non-agenda items at this time.

Thomas Young and Roger Clausen, Troutdale Cherry Park Presbyterian Church, stated we appreciate you enhancing the reputation of Troutdale as a cycling friendly community and that you value the contribution that cyclists are making to our community and the environment. We are hosting a Blessing of the Bikes Ceremony in our parking lot on Sunday, June 22nd at 12:30. We will be offering free hot dogs and hamburgers beginning at 12pm. We are going to include a moment of silence to remember those who have been

killed while cycling in the Portland area. We invite all of you to participate. I would like to ask the Mayor to come and say a few words. We plan to make this an annual event, and maybe in the future we could hold it in Mayors Square. We will conclude the ceremony with a ride for those who are interested.

4. RESOLUTION: A resolution adjusting the storm sewer utility fee and rescinding Resolution No. 2216.

Steve Gaschler, Public Works Director, stated coming before the Council and asking you to impose a rate increase on our citizens, who we both work for, is hard for me to do and is something that I don't take lightly. I appreciate the position that it puts you in as elected officials. I want to let you know that I take costs seriously. It is something that we look at every day. Every day I challenge my crews to go out and come up with ways to provide the service at a lower cost and potentially a better way. We think we are good stewards of the money and the resources. Any decision I make on how I am going to spend the taxpayers money, I look at as if it is my own money; how would I approach this if this were my money and how would I make that decision. I ask my staff to do the same thing.

Steve Gaschler gave an overview of two projects that public works has recently been working on, Sandy River Waterline project and the Fire Hydrant repair project, that are examples of how public works has been able to save the City some money.

Steve Gaschler stated I have looked at ways to save additional costs. I have looked at staffing levels. Staffing levels, in my opinion, are all at standard or below. We struggle a lot of days just to put a team on the field. I am not asking for additional staff, but it would be difficult to eliminate any staff at the levels we have now in my opinion. We are on call 24/7/365; I have to have two people available at all times. When you are at standard or minimum sometimes it is tough to have those two bodies available and be able to pull that duty. They will get called out in the middle of the night and then they are expected to be back in the office the next day working their same shifts. We ask a lot of them. I think you have a lot of good people here and I thoroughly enjoy working with them and I am honored to be here in my position.

In your packet I have provided you with a rate comparison table. I think it is something that is interesting to look at. I don't get too hung up on that because there are so many variables that you're really not comparing apples to apples. Every community is different, the systems are different, they are different ages, the cost models are different, their sources are different, their discharge points are different, and their treatment plants are different. That is why you get such a variation on rates throughout those communities. To say you are the lowest provider, if it was for all the right reasons such as being able to deliver the service at the lowest cost because you were the best and most efficient, then I think it would be great to say that, but I don't think that is really what guides most of that. Most of it has to do with those given factors that we really don't have a lot of control over.

I want to talk a little about the value of this service. The water we provide, I think our citizens count on knowing that when they open that spigot they have clean safe water provided to them for their families and their businesses. Once they use that water they count on us to take that water away and dispose of it in an environmentally friendly

manner that meets the requirements of our permit and they count on that. Also the storm surface water, we get roughly 4' of water here a year and there is a lot of engineering and a lot of thought that goes into development so that the guy downstream doesn't get flooded because of a new development upstream. In addition to the flow of the water you also have water quality issues now. If you've ever seen a discharge pipe coming off an urban area into a creek it is basically washing down all of the streets and roofs and if it isn't treated that water coming out of that pipe gets dumped right into the streams which causes all kinds of problems.

When you manage these systems you want to be ahead of the curve and doing preventative maintenance. If you get yourself into the position where you are behind the curve and you are starting to replace systems when they fail, I think that puts you in a very bad position. It costs you more money because you can't manage when you do it. You put your customers out of service for a longer period of time and you also run the risk of damaging property when some of these systems fail. I think it is very important for us to fund these utilities in a way that we can manage them and try to stay ahead of the curve and replace these things before they fail.

If there are no questions or comments, I would like to start with the discussion of the cap issue first.

Councilor Thomas stated in order to save time I would like for us to go straight to Option 3 which keeps the cap in place. While it may not be directly tied to this, I think it would be best to send the Capital Improvement Plan (CIP) back to the Planning Commission (PC) for their review. I talked with our PC Chair and he liked that idea.

Councilor Allen stated that was the one that was concerning me the most because of the state of our businesses at this time.

Councilor Ripma stated Option 3 has a rate increase but keeps the cap.

Councilor Thomas stated I think it goes up 4%.

Councilor Ripma stated at this time I would prefer that also. I have heard too much negative reaction about removing the cap right now. I think it deserves to be studied. We had a presentation on it but I didn't realize the drastic difference it would make to businesses, churches and schools in their rates. I think perhaps some adjustment to the cap should be considered at some point, but for now I would support what Councilor Thomas proposed.

Councilor White stated I agree.

Councilor Anderson stated the cap needs some work. We have an inequity in the system, but we have no plan to communicate to a business that their stormwater rate could go from \$26 a month to \$1,200 a month. I don't think we have a plan. If we do have a plan I would hope it would involve either Steve or Craig, or both, going out to the affected businesses to explain the situation to them. I don't know that a letter or a phone call would

suffice an increase that egregious. That said, there is an imbalance. I think we need to take a look at this and study it and move quickly off of - will we or won't we, and then move to - in case we do, how will we do it. The point is not lost on me that we are going to be drawing down this fund.

Councilor Wilson asked are we doing a water study?

Steve Gaschler replied we haven't started the water study yet. Right now we are doing the road study, which really doesn't affect the utility rates other than I think we are going to have to do something with roads. I think we will have four issues on the table eventually to look at.

Councilor Wilson asked weren't you wanting to make a package presentation to us on everything?

Steve Gaschler replied that is what I intend to do on the overall rates for a long-term view instead of this year to year increase. I think we need to start looking longer term and what is coming down the road, and what we do now and what our options are. The cap plays into that but it complicates it. I was hoping to get some direction on which way you wanted to move on the cap and a way to approach that.

Mayor Daoust stated these are critical functions within the City and we need to address that. Everybody relies on the water, sewer and storm sewer systems. If we need to address rate increases, we need to address it. That is part of our role as a Council. I think we had some discussion on the table to consider the Option 3 resolution. Before we jump into that are there any other comments?

Councilor Anderson stated I think the issue in Portland on Friday and Saturday is top of mind when we are thinking of rate increases. They are not popular but they are really not popular when you don't do them and all of a sudden your system implodes. In talking to some folks about this rate cap and its origins, I would advise going back and looking at the history of when the rate cap was introduced and then discuss it with the businesses. I don't want to get into it now because it is too detailed, but I would advise you to do a little research. I do think we need to study it.

Councilor Wilson stated I absolutely agree.

Councilor Anderson stated with that being said I would entertain Councilor Thomas' idea.

Mayor Daoust stated I am sensing that the Council is okay with the Option 3 resolution. The other issue about staff wanting more direction on the rate cap, we can openly discuss that after we adopt a resolution, if there are any additional comments. And the part about sending the master plan back to the PC, is also a separate discussion.

Councilor Allen stated on the rate cap I was concerned that we had a number of businesses that I felt like we would be putting out of business and we already have a high vacancy rate which is concerning to me.

MOTION: Councilor Thomas moved to adopt a resolution adjusting the storm sewer utility fee and rescinding Resolution No. 2216, which is Option 3 in our packet. Seconded by Councilor Wilson. *(Option 3 raises the rate per square foot of impervious surface by 4%, but keeps the cap at \$25.27 for non-residential customers.)*

VOTE: Councilor Allen – Yes; Councilor Wilson - Yes; Councilor Ripma - Yes; Councilor Anderson - Yes; Councilor Thomas – Yes; Mayor Daoust – Yes; Councilor White - Yes.

Motion Passed 7-0.

Mayor Daoust asked, Steve do you need some additional direction on the rate cap tonight?

Steve Gaschler replied I think I will bring it back to you at a work session. There are a lot different options to look at.

Mayor Daoust stated you are correct there are a lot of options. In talking to some business owners about this they said it was probably too low and they would be willing to consider an increase.

Steve Gaschler asked before we have that work session, is it okay if Craig and I go out and approach some of these businesses and have a discussion with them?

Council approved of staff approaching businesses and discussing the storm water rate cap.

Mayor Daoust stated Councilor Thomas also suggested sending the storm water master plan back to the PC. We need to discuss that because that is not something we normally do.

Councilor Thomas stated the reason I suggested that is because there are a number of the PC members that believe that the fees and the SDCs are driven by the master plan and they would like an opportunity to look at it.

Mayor Daoust stated it has been brought up a couple of times about what the PC should do or could do. I've been on the Council for 17 years and there are things that we are asking the PC to do now that we have not previously asked them to do and that is to look at master plans and capital improvement lists. If we are going to rely on the PC to be more involved with master plans and capital improvement lists, we really need to talk about that. I know that they are willing and capable. It is an extra burden on the PC in addition to the business they normally take on. I also get the sense that they are willing to take on additional work, but I am a little uncomfortable that we are leaning on the PC more than we use to.

Councilor Anderson stated the more eyes that can be on these rates and master plans the better as far as I am concerned. In our packet tonight we have a PC recommendation on one of the items and that makes me feel better about my subsequent vote, whatever direction I decide to go. If they are willing to do it I have no problem with it as long as it doesn't interfere with their stated goal as a commission, which is primarily land use. I don't get the sense that it will interfere.

Councilor White stated my understanding of what is going on with planning is when Title 13 got forwarded to Council they saw how hard we struggled with that issue and that it took us over a year to resolve it. I think they were happy with the result and the efforts that we gave that piece of work. I think they felt a little guilty for just handing it off to us. The Chair has made a commitment that he wants to do some heavy lifting instead of passing it on. We have run into the problem where Metro was basically accusing our Council of not listening to our citizen groups, so if something is passed through they want to have their heart and soul on it. I am glad that we are doing this; it takes some weight off of our shoulders. We still have the final approval, but I agree with what Councilor Anderson said, it is nice to see what our experts think of it before it comes to us because it is an area that they live and breathe a lot more than we do.

Councilor Thomas stated they understand the zoning and the requirements in the City.

Mayor Daoust stated I have full confidence in the PC. I am just questioning the process and how they fit into the process. We already have the master plans approved right?

Steve Gaschler replied yes.

Mayor Daoust stated now we are saying we want to send one of them back to the PC. From your perspective how does that affect the process for where we are at right now?

Steve Gaschler replied as far as the work that we have done and the rate analysis, I don't think that will affect it. We actually have two storm master plans, there is the north basin and the south basin and they are two separate documents that were done at two different times. If we took that to the PC for their review we would make a presentation, answer questions they have and then I am not sure what would come out of that meeting since it is a document that was already approved/adopted. I am not sure where it gets you. Maybe there would be an amendment to one of those master plans. I am not sure what that would look like. I guess it could be similar to what happened with the Sewer Master Plan where there could be a project they don't want in the Plan and they would make that recommendation to the Council and you would decide whether you agree with that recommendation or not. The master plan is a 20 year plan and some of the projects may not happen in those 20 years. The rate analysis that we did only went out 10 years I believe.

Councilor Allen stated we have a number of families and residents and a number of businesses that are in economic distress at this moment. Our rates that we vote on are set by our capital improvement plans. To have another group look at that and vet it and give us a recommendation, I would appreciate that help. I have tried to do that myself but

it is a difficult thing to do. I would take the assistance. I know it is not normal but at this point and time in our economic situation I would do it.

Councilor Thomas stated I don't think it has to be decided tonight as to whether we send the master plan to the PC. If you want to talk with the Chair of the PC and staff and think about it, I would be okay with that.

Councilor Allen asked isn't it the capital improvement plan what drives that rates?

Councilor Thomas replied both.

Councilor Allen asked isn't the real concern the rates?

Mayor Daoust replied yes. I talked with Tanney quite a bit after the last meeting so I have a good feel for where he is coming from. If we are going to turn the Storm Water Master Plans, both of them, back to the PC I am not sure what that will accomplish, but maybe the CIP will give them another opportunity to see if there are projects that are included that do not make sense.

Councilor White stated I think it might be wise since Steve is new and they are just getting to know each other, maybe just a clearing of the air. I think it will be a short meeting and we can get this back in front of us. Just as a precaution it is a good idea to make sure that both sides, the interworking between Steve and planning is in tack. I think it is important that we do this.

Mayor Daoust stated so then we recommend to staff that this be done.

Steve Gaschler asked so that would be the two storm water master plans?

Mayor Daoust stated I think that is what we are talking about, right?

No member of the Council voiced an objection or different opinion.

Mayor Daoust stated along with that would be the storm water capital improvement list, I assume.

Steve Gaschler replied there is a segment of it that deals with the storm water. We could visit those items also.

5. RESOLUTION: A resolution adjusting the sanitary sewer utility fee, confirming the average flow rate for an equivalent residential unit and rescinding Resolution No. 2217.

Steve Gaschler, Public Works Director, stated in this utility fund there are 5.95 FTEs. The monthly proposed increased for an equivalent residential unit is \$1.32 per month. The yearly increase for an equivalent residential unit is \$15.84. The estimated annual revenue increase to this fund based on this 4% increase would be \$101,000. The non-residential use is based on estimated equivalent residential units assigned at the time of

development or opening of the business. The beginning fund balance in the FY 2014-15 Budget is \$1,187,000. The ending funding balance in the proposed FY 2014-15 Budget is \$1,050,000. The needed capital improvements total \$4,817,000 in collection pipelines, improvements and replacements. After we do our video inspection this year we will know a lot more about what we need to attack in the near term. We have \$3.9 million in pump station and forced main replacement and improvements that we need to look at. The first thing we are looking at there is the replacement of the Beaver Creek Lift Station which we had a failure on last year which caused us quite a bit of a problem. We want to avoid that from happening again. I believe that station is about 30 years old.

Councilor Anderson asked are we going to do some work out of this fund this year?

Steve Gaschler replied yes. What we are doing this budget year is just the design engineering. Next budget we will have a good construction estimate and cost to move forward.

Councilor Anderson asked the cameras are this year?

Steve Gaschler replied yes. That is not a capital project. That is an operation and maintenance function. I believe it is a \$45,000 contract. We will get about 1/3 of the City done for that cost.

MOTION: Councilor Anderson moved to adopt a resolution adjusting the sanitary sewer utility fee, confirming the average flow rate for an equivalent residential unit and rescinding Resolution No. 2217. Seconded by Councilor Wilson.

VOTE: Councilor Allen – Yes; Councilor Wilson - Yes; Councilor Ripma - Yes; Councilor Anderson - Yes; Councilor Thomas – Yes; Mayor Daoust – Yes; Councilor White - Yes.

Motion Passed 7-0.

6. RESOLUTION: A resolution adjusting the water commodity fee and the water installation charge, confirming other water related fees and rescinding Resolution No. 2218.

Steve Gaschler, Public Works Director, stated the water utility fund consists of 4.8 FTEs. The monthly increase proposed is \$0.11 per 1,000 gallons. We estimate that the average user uses 7,000 gallons per month which would be a \$0.80 increase per month based on a usage of 7,000 gallons. Some people use more some people use less. You pay for the water that you use. The average yearly increase, based on a consumption of 7,000 gallons, would be \$9.61/year. The estimated annual revenue increase to this fund would be \$60,000. The non-residential use is also based on actual consumption. There is no average for businesses because it varies from business to business. The beginning fund balance in FY 2014-15 is \$596,000. The ending fund balance in the proposed FY 2014-15 budget is \$413,000. Needed capital improvements from the CIP include: the

connectivity projects to improve system flow performance at \$3.8 million, and the well and water reservoir improvements at \$3.2 million.

Mayor Daoust stated there is no more precious resource than water. We all saw what happened in Portland last week with just some testing they did.

Councilor Anderson asked do you have any idea what the master plan called for the increase to be this year?

Steve Gaschler replied I believe it was 12%.

Councilor Anderson stated our existing master plan called for this Council in this coming fiscal year to increase the water rate by 12%. Personally, if 4% is enough, great. There is no more precious commodity than water.

Councilor Allen stated we have known about the corrosion in the water tanks for years now. How does this affect the prospects of fixing our corrosion problem?

Steve Gaschler replied the corrosion problem is in all three of the reservoirs. One of them is worse. The estimates right now are \$250,000 to go in and drain that reservoir and clean it and recoat it. This year we are going to get the engineering on what it will take to do that, and then we will get some estimates. The first \$250,000 will deplete our reserve funds by about half. So we probably only have enough to do one reservoir. We also have some work that we need to do on the wells. The 4% is just to keep up with the cost of living and inflation. In my opinion we are kind of in a hole and I want to start working my way out of the hole. This 4% is just trying to keep us even.

Councilor Allen asked are we into irreversible or cost prohibitive corrosion?

Steve Gaschler replied that is not my understanding. The divers were just here. I haven't read the report but the engineers have read it, and no one has come to me and said we have a big problem. There are problems that we know are there that we need to address, but it isn't dire by any means.

MOTION: Councilor Wilson moved to adopt a resolution adjusting the water commodity fee, confirming other water related fees and rescinding Resolution No. 2218. Seconded by Councilor Anderson.

VOTE: Councilor Allen – Yes; Councilor Wilson - Yes; Councilor Ripma - Yes; Councilor Anderson - Yes; Councilor Thomas – Yes; Mayor Daoust – Yes; Councilor White - Yes.

Motion Passed 7-0.

Mayor Daoust stated I would like to take Agenda Item #9 out of order since there are folks in the audience to make the presentation.

9. REQUEST: A request for financial assistance for transportation (buses) for SummerFest.

Nell Simien, Chair of the SummerFest Sponsorship Committee, stated we have pulled together some really heavy hitters for sponsorship such as Waste Management, Westin, GMC, KIA, Port of Portland, Plaid Pantry, US Bank, Target, Les Schwab and Walmart. The busses that we have procured are the First Student buses. They will be going back and forth through town down to the park. Since this is a City community function we thought that having the City's name on the busses would be good advertising and it would show the other businesses that the City is as committed as they are.

Jon Brown, SummerFest Co-Chair, stated we are asking for this because we have a lot promises out there; we have a lot of people saying they will cut us a check. At the same time we are trying to pay for entertainment, equipment rental and we just don't have the money at this time. What we are asking for is \$1,000 to get us some beautiful signs for the buses.

Nell Simien stated all these sponsors have responded and are committed to sending us the checks, but they have to go through their accounting department. The fact that we just got started at the end of March and we have these companies already committed is pretty good. We are half way through meeting our fundraising goal. We will also be receiving vendor fees and parade fees. We have in-kind contributions from the Outlook and Leamy Printing. Multnomah County Sheriff's Office has volunteered their services for traffic control. Waste Management is helping out with recycling, dumpsters and they are also contributing some money.

Councilor Wilson stated the City of Troutdale makes a huge in-kind contribution for SummerFest by getting the parks and the streets ready, and providing police.

Councilor Anderson stated I have heard that SummerFest is in great hands this year and I have heard that it is going to be one of the best, if not the best one ever. It is not hard to see why. The work that you have done in the time that you have done it, I know how hard that is. I would be glad to support this; it is the right thing for us to do.

Councilor Allen stated for these businesses to make this kind of commitment this late into the fiscal year shows very strong community support. I am impressed.

Mayor Daoust asked you are requesting \$1,000?

Jon Brown replied yes.

Councilor Wilson stated I agree with the \$1,000. I thought we might consider the same amount that we gave to the Kiwanis, \$1,500.

Councilor Anderson stated it is about fairness. Ideally, I think there should be budgeted monies for events and it should be a staff level decision. I agree with Councilor Wilson, we should be fair and equitable.

MOTION: Councilor Thomas moved that we honor the assistance for being a sponsor at \$1,500 for Troutdale SummerFest. Seconded by Councilor Anderson.

VOTE: Councilor Allen – Yes; Councilor Wilson - Yes; Councilor Ripma - Yes; Councilor Anderson - Yes; Councilor Thomas – Yes; Mayor Daoust – Yes; Councilor White - Yes.

Motion Passed 7-0.

7. PUBLIC HEARING / ORDINANCE (Introduced 4/22/2014 and 5/13/2014): An ordinance adopting a new Public Facilities Plan as an implementing element of Comprehensive Land Use Plan Goal 11 Public Facilities and Services in partial fulfillment of Periodic Review Task 3.

Mayor Daoust read the ordinance title.

Craig Ward stated we adopted a work plan four years ago to satisfy the State's requirements for Periodic Review of our Comprehensive Plan. The Public Facilities Plan (PFP) was 20 years old then. It is seriously out of date. Since it was last adopted we have adopted master plans for the utilities that are affected by and required by statute to be incorporated into the PFP. This document, the PFP, is one of two actions tonight. One is adopting the PFP and the second is to adopt text amendments to the Comprehensive Plan that basically reference the PFP. What we did in this PFP was essentially roll up and incorporate within it the project elements that were addressed in the utility master plans. There is flexibility under the Oregon Administrative Rules (OAR) to expand the PFP to include other facilities and services such as libraries, police, fire and administrative, but those are not incorporated within this document. It is a minimalistic document in the sense that it addresses the requirement of the OARs and no more. The summary of the plan elements are shown in my staff report, which includes: Goals and Policies; Facility Descriptions and Future Needs; CIP and Project Maps (which makes up the bulk of the document); Financing and Implementation; and Additional Public Facilities and Services.

Mayor Daoust asked is there an issue with the Storm Sewer Master Plan going back to the Planning Commission in regards to this ordinance?

Craig Ward replied only if they change it. If they do make a change and it is judged to be inconsistent with this document, at some future point it would make sense to come back and amend the document. We are required to go through this review of the document periodically, which is what periodic review is about. It does not say that we cannot come back on our own and amend the Comprehensive Plan if we feel that it is necessary. If we do not adopt these amendments it would be a contradiction of the work plan we submitted to the DLCDD and there may be consequences to that so I would not recommend that you defer the adoption of this while the PC or the Council reconsiders master plans that are the basis of this document.

Mayor Daoust stated I am not recommending that either.

Mayor Daoust opened the Public Hearing at 8:11pm and asked is there anyone here to testify on this issue?

No testimony received.

Mayor Daoust closed the Public Hearing at 8:12pm.

MOTION: Councilor Thomas moved that we adopt an ordinance adopting a new Public Facilities Plan as an implementing element of Comprehensive Land Use Plan Goal 11 Public Facilities and Services in partial fulfillment of Periodic Review Task 3. Seconded by Councilor Wilson.

VOTE: Councilor Allen – No; Councilor Wilson - Yes; Councilor Ripma - Yes; Councilor Anderson - Yes; Councilor Thomas – Yes; Mayor Daoust – Yes; Councilor White - No.

Motion Passed 5-2.

8. PUBLIC HEARING / ORDINANCE (Introduced 4/22/2014 and 5/13/2014): An ordinance adopting text amendments to Comprehensive Land Use Plan Goal 11 Public Facilities and Services in partial fulfillment of Periodic Review Task 3.

Mayor Daoust read the ordinance title.

Craig Ward stated this ordinance addresses Goal 11 Public Facilities and Services by referring to the fact that we have an adopted PFP and making some very simple statements regarding what that imposes. It replaces any existing text in the existing Comprehensive Plan. It is a very simple minimalistic approach to satisfying the statutory requirements for Goal 11.

Council had no questions.

Mayor Daoust opened the Public Hearing at 8:14pm and asked is there anyone here to testify on this issue?

No testimony received.

Mayor Daoust closed the Public Hearing at 8:14pm.

MOTION: Councilor Wilson moved to adopt an ordinance adopting text amendments to Comprehensive Land Use Plan Goal 11 Public Facilities and Services in partial fulfillment of Periodic Review Task 3. Seconded by Councilor Thomas.

VOTE: Councilor Allen – No; Councilor Wilson - Yes; Councilor Ripma - Yes; Councilor Anderson - Yes; Councilor Thomas – Yes; Mayor Daoust – Yes; Councilor White - Yes.

Motion Passed 6-1.

9. REQUEST: A request for financial assistance for transportation (buses) for SummerFest.

This item was heard after Agenda Item #6.

10. STAFF COMMUNICATIONS

Craig Ward stated Friday was an interesting experience for our staff. While the City of Portland issued a boil water order we are not on the City of Portland water system and yet we received a lot of calls. Clearly people don't know that we are not on the Portland water system and that we rely on wells for our water and they were not affected. We explained that to those folks who called. I give a lot of credit to Amy Pepper and the staff at City Hall for responding to all of the questions. They did so in a very professional manner. They updated our Face Book page, our Web Page and our voicemail system. I want to thank all of them for doing an outstanding job.

11. COUNCIL COMMUNICATIONS

Councilor Allen stated I was informed by some folks that were trying to email me that they had a difficult time locating the council's contact information on our website. When I looked at our home page I didn't see a way to get to it either. Can we have a link put on our home page for the council's contact information?

Craig Ward stated we will look into this and make the change.

Councilor Anderson stated maybe we can get a redesign on our website. It could look a lot better. Technology has come a long way. It not as expensive as it used to be. I support looking into the redesign of the website.

Councilor Thomas stated I had a chance to go to the Black Swan Youth Theatre Sound of Music production at Mt. Hood Community College. I was very impressed. I would encourage folks to get involved. I think their ages are from 5 to 18.

I still haven't see the ordinance for chronic nuisances on the agenda.

Ed Trompke stated the Mayor has tentatively scheduled a work session for that issue.

Mayor Daoust stated we have a list of 15 anticipated work sessions for the remainder of the year. Within that list is the topic of chronic nuisances. The double fire service coverage is another topic. Issues that we have brought up in the past are on the list of work session topics. Not all of the topics have been scheduled yet but we are working on it.

I would like to add a sixth voting member to the Historic Landmarks Commission to add more depth. I am proposing, if the Council agrees, to put that on the consent agenda for the next meeting. **No objection voiced from the Council.**

Last week I went to the Multnomah County Commissioners Meeting where they were discussing selling the Pig farm property. They reached the point of saying they were going to go forward with approving the sale of the Pig farm to Mike McMenamain. The deal is not closed yet. There are still some steps that have to be completed on the wetland area and we still need to deal with the 242nd right-of-way. But it was a very positive meeting.

The Fairview City Council requested that we consider adopting a resolution that they just passed in April. It is Mayor Weatherby's hope that the cities would put in writing that we want to communicate, cooperate, and collaborate better. Maybe we can put it on the agenda for the next meeting.

Councilor White stated I don't know if this topic is on the list of work sessions, but I wanted to bring up the idea of expanding the Urban Growth Boundary in Troutdale.

Mayor Daoust replied it is on the list.

12. ADJOURNMENT:

MOTION: Councilor Wilson moved to adjourn. Seconded by Councilor Anderson. Motion passed unanimously.

Meeting adjourned at 8:30pm.

Doug Daoust, Mayor

Dated: _____

DRAFT

ATTEST:

Debbie Stickney, City Recorder



CITY OF TROUTDALE



STAFF REPORT

SUBJECT / ISSUE: A Resolution approving an Intergovernmental Agreement authorizing the City of Troutdale to become a member of the Managing Oregon Resources More Efficiently (MORE) Cooperative.

<p>MEETING TYPE: City Council Regular Mtg.</p>	<p>MEETING DATE: June 24, 2014 STAFF MEMBER: Steve Gaschler DEPARTMENT: Public Works</p>
<p>ACTION REQUIRED Consent Agenda/Resolution PUBLIC HEARING No</p>	<p>ADVISORY COMMITTEE/COMMISSION RECOMMENDATION: Not Applicable Comments:</p>
<p>STAFF RECOMMENDATION: Adopt Resolution.</p>	

EXHIBITS:

- A. List of current members

Subject / Issue Relates To:

- Council Goals
 Legislative
 Other (describe)

Goal 3: Fiscal Prioritization and Budget Accountability

B. Objective: Promote Fiscal Solvency

Measure 1. Promote Pooling of resources with neighboring jurisdictions.

Issue / Council Decision & Discussion Points:

- ◆ N/A Consent Agenda

Reviewed and Approved by City Manager:

BACKGROUND:

There have been minor on-going issues with the PMAT-IGA. The MORE-IGA was developed to address those issues.

It is now more generic in name to encourage inclusion of other agencies throughout Oregon.

Emergency Managers have been required by FEMA to have IGA's in place and MORE addresses that.

Legal terms and IGA definitions have been re-worked, simplified and made clearer.

MORE promotes the cost-effective and efficient use of public resources between public agencies in Oregon, by the authority ORS Chapter 190 of intergovernmental agreements.

The MORE-IGA allows public agencies in Oregon to share resources including equipment, materials, and services for public works, municipal, transportation, engineering, construction, operations, maintenance, emergency management, and related activities on a voluntary reimbursable basis. The provider retains the right to refuse a request if the item is needed for other purposes or for any other reason.

The PMAT agreement will be terminated by the end of 2014 by the PMAT cooperative.

PROS & CONS:

A. Approve the proposed IGA.

Pros:

- Troutdale may be able to assist another entity.
- Troutdale may receive assistance from another entity.

Cons:

- None

B. Do not approve the proposed IGA.

Pros:

- None.

Cons:

- Troutdale's ability to receive or provide assistance may be delayed due to lack of a formal agreement.

Current Year Budget Impacts Yes (*describe*) N/A

There is no cost to sign the agreement.

Future Fiscal Impacts: Yes (*describe*) N/A

There is no cost to participate in the agreement.

Impact to requesting agencies: requesting agencies must reimburse responding agencies for their costs.

City Attorney Approved N/A Yes

Community Involvement Process: Yes (*describe*) N/A

Exhibit A

MORE Signing Agencies by Date

IGA ID#	AGENCY	Date Processed
1	Marion County	3/26/13
2	City of Silverton	3/30/13
3	Crook County	4/09/13
4	City of Forest Grove	4/11/13
5	City of Lake Oswego	4/16/13
6	Boring Water District	4/17/13
7	City of Millersburg	4/18/13
8	City of Detroit	4/19/13
9	City of Hillsboro	4/22/13
10	Benton County	4/29/13
11	Tillamook County	4/29/13
12	City of Sherwood	5/15/13
13	Lincoln County	5/23/13
14	Linn County	5/23/13
15	Lane County	5/23/13
16	Polk County	5/31/13
17	City of Salem	6/12/13
18	City of Hubbard	6/18/13
19	Multnomah County	7/01/13
20	Bay City	7/23/13
21	Clackamas County	7/30/13
22	Douglas County	8/05/13
23	City of Corvallis	8/22/13
24	Coos County	8/23/13
25	Falls City	8/28/13
26	City of Independence	8/29/13
27	City of Gresham	9/17/13
28	Yamhill County	10/07/13
29	City of West Linn	10/16/13
30	Columbia County	10/30/13
31	City of Tillamook	11/20/13
32	City of Portland	12/16/13
33	City of Dallas	12/30/13
34	Chemeketa Community College	1/09/14
35	City of Turner	1/21/14
36	TriMet	2/05/14
37	Clatsop County	2/10/14
38	Washington County	3/03/14
39	Marion Soil and Water Conservation District	3/06/14
40	Deschutes County	3/26/14
41	City of Tualatin	5/01/14
42	City of Scotts Mills	5/08/14
43	City of Oregon City	5/14/14

Page Updated
May 15, 2014
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RESOLUTION NO.

A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT AUTHORIZING THE CITY OF TROUTDALE TO BECOME A MEMBER OF THE MANAGING OREGON RESOURCES MORE EFFICIENTLY (MORE) COOPERATIVE

THE TROUTDALE CITY COUNCIL FINDS AS FOLLOWS:

1. Several local transportation and public works entities formed the Portland Metropolitan Area Transportation (PMAT) Cooperative for the sharing of equipment, materials, and services on a voluntary, reimbursable basis. The cooperative is discontinuing the use of the PMAT agreement.
2. The Managing Oregon Resources More Efficiently (MORE) cooperative is the new and improved version of the PMAT.
3. There may be some need in the future for Troutdale to provide or use such equipment, materials, and/or services.
4. The provider of equipment, materials, and services retains the right to refuse a request if the equipment, materials, or services are needed for other purposes or for any other reason.
5. The City of Troutdale desires to join the MORE Cooperative.

NOW THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TROUTDALE

Section 1. The City Manager is authorized to enter into the Managing Oregon Resources More Efficiently (MORE) Agreement attached hereto and made a part hereof.

Section 2. This resolution is effective immediately upon adoption.

YEAS:
NAYS:
ABSTAINED:

Doug Daoust, Mayor

Date

Debbie Stickney, City Recorder
Adopted:

MANAGING OREGON RESOURCES EFFICIENTLY {MORE}
INTERGOVERNMENTAL AGREEMENT for resources and services

This Agreement is made between the SIGNED PARTIES pursuant to the authority provided by ORS Chapter 190 and shall be referred as the MORE-IGA {Managing Oregon Resources Efficiently Intergovernmental Agreement} ("AGREEMENT").

WHEREAS:

1. Each PARTY owns certain equipment and materials, and provides services that may be useful to another PARTY for public works, municipal, transportation, engineering, construction, operations, maintenance, service districts, emergency management and related activities; and
2. The PARTIES agree that sharing equipment, materials, and services promotes the cost-effective and efficient use of public resources; and
3. The PARTIES desire to enter into this AGREEMENT to establish procedures for sharing equipment, materials, resources, and services, and defining legal relationships and responsibilities. Therefore, in consideration of the mutual covenants herein, it is

AGREED:

1. The PARTIES shall make available to each other vehicles, equipment, machinery, materials, related items ("EQUIPMENT OR MATERIALS") and/or services in the manner and on the terms and conditions provided herein. The PARTY supplying the services or the EQUIPMENT OR MATERIALS shall be designated as the "PROVIDER" herein. The PARTY receiving the services or assuming the use of EQUIPMENT OR MATERIALS shall be designated as the "USER" herein.
2. A cost estimate for specific services will be supplied by the PROVIDER at the request of the USER. Service PROVIDERS shall maintain an accurate cost accounting system, track expenditures and provide monthly billing to USER. Unless other arrangements are agreed upon by the PARTIES, PROVIDER'S invoices will be paid by USERS in full within thirty (30) days of billing.
3. EQUIPMENT OR MATERIALS and/or services shall be provided upon reasonable request at mutually convenient times and locations. The PROVIDER retains the right to refuse to honor a request if the EQUIPMENT OR MATERIALS are needed for other purposes, if providing the EQUIPMENT OR MATERIALS would be unduly inconvenient, or if for any other reason, the PROVIDER determines in good faith that it is not in its best interest to provide a particular item at the requested time. EQUIPMENT OR MATERIALS shall be returned immediately at PROVIDER'S request.
4. The USER receiving the EQUIPMENT OR MATERIALS shall take proper precaution in its operation, storage and maintenance. EQUIPMENT OR MATERIALS shall be used only for its intended purpose. The USER shall permit the EQUIPMENT OR MATERIALS to be used only by properly trained, properly licensed, and supervised operators. The USER shall be responsible for EQUIPMENT OR MATERIALS repairs necessitated by misuse or negligent operation and for the maintenance and/or replacement of high wear items (i.e., milling machine teeth, etc.). The USER shall not be responsible for scheduled preventive maintenance (P.M.) unless EQUIPMENT OR MATERIALS hours used exceeds the P.M. schedule periods and has been agreed by the PROVIDER. The USER shall perform and document required written maintenance checks prior to and after use and shall provide routine daily maintenance of EQUIPMENT OR MATERIALS (i.e., fluid checks, lubricating, etc.) during the period in which the EQUIPMENT OR MATERIALS is in USER'S possession.
5. PROVIDER shall endeavor to provide EQUIPMENT OR MATERIALS in good working order and to inform USER of any information reasonably necessary for the proper operation of the EQUIPMENT OR MATERIALS. The EQUIPMENT OR MATERIALS are provided "as is", with no representation or warranties as to its condition or its fitness for a particular purpose. USER shall be solely responsible for selecting the proper EQUIPMENT OR MATERIALS for its needs and inspecting EQUIPMENT OR MATERIALS prior to use. It is acknowledged by the PARTIES that the PROVIDER is not in the

business of selling, leasing, renting or otherwise providing EQUIPMENT OR MATERIALS to others, and that the PARTIES are acting only for their mutual convenience and efficiency.

6. The PARTIES shall provide EQUIPMENT OR MATERIALS storage to each other, at no charge, upon request when mutually convenient. It is recognized that such storage is for the benefit of the PARTY requesting it. The PARTY storing the EQUIPMENT OR MATERIALS shall be responsible for providing a reasonably safe and secure area and not responsible nor liable for theft or damage.
7. The PROVIDER may require, in its sole discretion, that only PROVIDER'S personnel operate EQUIPMENT OR MATERIALS. In so doing, PROVIDER shall be deemed an independent contractor and PROVIDER'S employees shall not be deemed employees of USER. The PROVIDER'S operator shall perform under the general direction and control of the USER, but shall retain full control over the manner and means of using the EQUIPMENT OR MATERIALS.
8. For the purposes of this AGREEMENT, the PARTIES are independent contractors. Nothing herein shall alter the employment status of any workers providing services under this AGREEMENT. Such workers shall at all times continue to be subject to all standards of performance, disciplinary rules and other terms and conditions of their employer. No USER shall be responsible for the direct payment of any salaries, wages, compensation or benefits for PROVIDER'S workers performing services to USERS under this AGREEMENT.
9. Each PARTY shall be solely responsible for its own acts and those of its employees and officers under this AGREEMENT. No PARTY shall be responsible or liable for consequential damages to another PARTY arising out of providing or using EQUIPMENT OR MATERIALS or services under this AGREEMENT. PROVIDERS requiring that their personnel operate EQUIPMENT OR MATERIALS shall, within limits of the Oregon Constitution and the Oregon Tort Claims Act, hold harmless, indemnify and defend the USER, its officer, agents and employees from all claims arising solely by reason of any negligent act by persons designated by PROVIDER to operate EQUIPMENT OR MATERIALS. Notwithstanding the above, the USER shall bear sole responsibility for ensuring that it has the authority to request the work, for its designs and for any representations made to the PROVIDER regarding site conditions or other aspects of the project. The PROVIDERS of the EQUIPMENT OR MATERIALS shall adequately insure the EQUIPMENT OR MATERIALS or provide self-insurance coverage.
10. Any PARTY may terminate its participation by providing thirty (30) days written notice to the other PARTIES. Any amounts due and owing by a terminating PARTY shall be paid within thirty (30) days of termination.
11. Nothing herein shall be deemed to restrict authority of any of the PARTIES to enter into separate agreements governing the terms and conditions for providing EQUIPMENT OR MATERIALS or services on terms different than specified herein.
12. Any OREGON PUBLIC ENTITY may become a PARTY to this AGREEMENT. Each PARTY in accordance with the applicable procedures of that PARTY shall approve this AGREEMENT. This AGREEMENT will be executed separately by each PARTY and shall be effective as to each PARTY and binding among all the PARTIES that have signed this AGREEMENT on the date of execution and sending a copy of the signed AGREEMENT to the CONTRACT ADMINISTRATOR. The current CONTRACT ADMINISTRATOR is:

Don Newell, Marion County Public Works, 5155 Silverton Road NE, Salem, Oregon 97305
Telephone: 503.365.3129, e-mail: DNewell@co.Marion.or.us

A new CONTRACT ADMINISTRATOR may be named at any time with the approval of a majority of the PARTIES.

13. This AGREEMENT may be amended by written amendment signed by all of the PARTIES.

- end of the AGREEMENT narrative -

Final MORE-IGA narrative revision date: March 5, 2013 (no changes or additions are allowed to the above)

MORE-IGA SIGNATURE PAGE

(MANAGING OREGON RESOURCES EFFICIENTLY INTERGOVERNMENTAL AGREEMENT)

IN THE WITNESS WHEREOF, the PUBLIC ENTITY _____ (PARTY) has caused this AGREEMENT to be executed by its duly authorized representatives as the date of their signatures below:

Signature of Officer	Date	Officer's title
Signature of Officer	Date	Officer's title
Signature of Counsel	Date	Counsel's title

Name & title of the AGENCY'S IGA OVERSEER: _____

Address: _____

Office Phone: _____ Cell Phone: _____

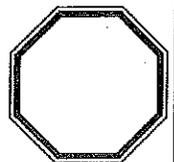
E-mail: _____

Optional: Name & title of Agency's 2nd Contact: _____

Office Phone: _____ Cell Phone: _____

E-mail: _____

1. Mail the original signed MORE-IGA SIGNATURE PAGE (this page – actual hard copy page) to:
Don Newell, CONTRACT ADMINISTRATOR for distribution to member agencies.
Marion County, 5155 Silverton Road NE, Salem, Oregon 97305 e-mail: DNewell@co.Marion.or.us
Telephone: 503.365.3129 MORE-IGA web site: <http://www.MOREOregon.com>
2. Retain a 2nd original signed MORE-IGA SIGNATURE PAGE for your records (a total of 2-sets are required).
3. Send additional agency staff contacts' e-mail addresses to the above CONTRACT ADMINISTRATOR.
4. Copy other PARTIES' MORE-IGA SIGNATURE PAGES for your agency's records from the above MORE-IGA web site.



INSTRUCTIONS FOR THE MORE-IGA

(MANAGING OREGON RESOURCES EFFICIENTLY INTERGOVERNMENTAL AGREEMENT)
"Doing MORE with less!"

The following is directed to officials of local and state governments that may want to participate in the accompanying MORE-IGA [AGREEMENT]. There are four pages to the MORE-IGA:

- The MORE-IGA narrative – pages 1-2
 - MORE-IGA SIGNATURE PAGE -- page 3
 - INSTRUCTIONS FOR THE MORE-IGA (this page) – page 4
- a. The purpose of the MORE-IGA is for to exchange EQUIPMENT OR MATERIALS or services between OREGON PUBLIC ENTITIES.
 - b. All PARTIES, who sign the AGREEMENT, must honor the AGREEMENT entirely.
 - c. Each PUBLIC ENTITIES shall identify an AGENCY'S IGA OVERSEER which will process, file and will receive and maintain IGA documents.
 - d. Don Newell of Marion County has agreed to act as the CONTRACT ADMINISTRATOR. The CONTRACT ADMINISTRATOR will notify all the AGENCY'S IGA OVERSEERS for all PARTIES. The CONTRACT ADMINISTRATOR will not resolve any disputes of the AGREEMENT PARTIES, nor would Marion County or its employees be liable for any damages sought between any two other PARTIES.
 - e. Each new PARTY shall execute the MORE-IGA SIGNATURE PAGE in two original sets: One shall be filed with the CONTRACT ADMINISTRATOR for approval, filing and distribution, and the second for the PARTY entity's records.
 - f. Each AGENCY'S IGA OVERSEER will receive digital copies of the MORE-IGA SIGNATURE PAGE from the web site: <http://www.MOREoregon.com> for their records. The CONTRACT ADMINISTRATOR will directly inform the AGENCY'S IGA OVERSEERS of new Agencies signers by e-mail.
 - g. After the signature and approval process is completed, any PARTY may directly approach any other PARTY for exchange of equipment, materials, resources, and services. There is no need to coordinate requests amongst other PARTIES or with the CONTRACT ADMINISTRATOR.
 - h. It is important to note paragraph 3 (page 1): "The PROVIDER retains the right to refuse to honor a request".
 - i. The CONTRACT ADMINISTRATOR maintains two-e-mail lists: 1) Each PUBLIC ENTITIES' AGENCY'S IGA OVERSEERS; 2) other PUBLIC ENTITIES' staff that want to be informed of MORE members' news, announcements, and activities. MORE members will schedule and host meetings 3-times a year to discuss joint issues.
 - j. An optional 2nd agency contact person can identify on the MORE-IGA SIGNATURE PAGE which will also receive direct ongoing correspondence of MORE's activities or of its members.
 - k. The IGA, list of PUBLIC ENTITIES with agencies' contacts, digital file copies of MORE-IGA SIGNATURE PAGES, meeting announcements, and members' news are found on <http://www.MOREoregon.com>

Questions or concerns may be addressed to:

Don Newell, CONTRACT ADMINISTRATOR.

Marion County, 5155 Silverton Road NE, Salem, Oregon 97305

Telephone: 503.365.3129;

e-mail: DNewell@co.Marion.or.us

History: An original joint agency IGA for shared services was originally signed by Multnomah County, the City of Gresham and Oregon Department of Transportation in 1996. By the provision of a 1999 ADDENDUM, other parties agreed to sign the agreement. The IGA was revised in July 2002 and was named PMAT-IGA (PORTLAND METROPOLITAN AREA TRANSPORTATION CO-OPERATIVE INTERGOVERNMENTAL AGREEMENT) with 33-signing agencies. In February 2013 the MORE-IGA, with a more statewide focus, was crafted in tandem to eventually replaced PMAT-IGA.

A second ODOT IGA (OMAT), which allows agencies work with ODOT, can be obtained by contacting:

Rita Gill, OMAT Administrator, Oregon Department of Transportation, Region 1-Contracts & Agreements Unit;

123 NW Flanders Street, Portland, OR 97209-4012;

Telephone: 503-731-8548; e-mail: Syreeta.Gill@ODOT.state.or.us



CITY OF TROUTDALE



STAFF REPORT

SUBJECT / ISSUE: A Resolution authorizing the City of Troutdale to become a party to the Oregon Public Works Emergency Response Cooperative Assistance Agreement.

MEETING TYPE:
City Council Regular Mtg.

MEETING DATE: June 24, 2014

STAFF MEMBER: Steve Gaschler
DEPARTMENT: Public Works

ACTION REQUIRED
Consent Agenda/Resolution

ADVISORY COMMITTEE/COMMISSION RECOMMENDATION:
Not Applicable

PUBLIC HEARING
No

Comments:

STAFF RECOMMENDATION: Adopt Resolution.

EXHIBITS:

A. List of current members

Subject / Issue Relates To:

Council Goals Legislative Other (describe)

Goal 3: Fiscal Prioritization and Budget Accountability

B. Objective: Promote Fiscal Solvency

Measure 1. Promote Pooling of resources with neighboring jurisdictions.

Issue / Council Decision & Discussion Points:

◆ N/A Consent Agenda

Reviewed and Approved by City Manager:

BACKGROUND:

The Oregon Public Works Emergency Response Assistance Agreement is up for renewal.

The Oregon Department of Transportation (ODOT) initiated the program and offered it to local public works agencies in July, 1998. Since then, over 100 agencies have signed the agreement, including our neighboring cities of Fairview, Gresham and Wood Village. The City of Troutdale has been a party to the agreement since 2009.

The agreement:

- Enables public works agencies to support each other during an emergency.
- Provides a mechanism for quick response to a requesting agency when the responding agency can provide the needed assistance.
- Sets up documentation needed to seek maximum reimbursement possible from Federal agencies.
- Provides that participating agencies assist only if they determine they have the resources available and can cancel their participation at any time.
- Remains in effect for five years after the date a party executes the agreement.

PROS & CONS:

A. Approve the proposed IGA.

Pros:

- Provides a framework for requesting, or responding to requests for assistance.
- Provides a framework for documenting costs to enhance the possibility of reimbursement.

Cons:

- May not be able to respond to a request for assistance.

B. Do not approve the proposed IGA.

Pros:

- May minimize receipt of requests for assistance.

Cons:

- May make it more difficult to request, or respond to requests for assistance.
- May make it more difficult to receive reimbursement for costs during an emergency.

Current Year Budget Impacts Yes (*describe*) N/A

There is no cost to sign the agreement.

Future Fiscal Impacts: Yes (*describe*) N/A

There is no cost to participate in the agreement.

Impact to requesting agencies: requesting agencies must reimburse responding agencies for their costs.

City Attorney Approved N/A Yes

Community Involvement Process: Yes (*describe*) N/A

Oregon Public Works Emergency Response Cooperative Assistance
Agreement Members

Department of Agriculture, All Counties
Oregon Department of Transportation, All Counties
Oregon Parks & Recreation, All Counties

Baker County, Baker County
City of Baker, Baker County
City of Haines, Baker County
City of Halfway, Baker County
City of Huntington, Baker County

City of Adair Village, Benton County
City of Corvallis, Benton County
City of Monroe, Benton County
City of Philomath, Benton County

City of Canby, Clackamas County
City of Damascus, Clackamas County
City of Estacada, Clackamas County
City of Gladstone, Clackamas County
City of Happy Valley, Clackamas County
City of Johnson City, Clackamas County
City of Lake Oswego, Clackamas County
City of Milwaukie, Clackamas County
City of Molalla, Clackamas County
City of Oregon City, Clackamas County
City of Sandy, Clackamas County
City of West Linn, Clackamas County
City of Wilsonville, Clackamas County
Clackamas County, Clackamas County

City of Astoria, Clatsop County
City of Cannon Beach, Clatsop County
City of Seaside, Clatsop County
City of Warrenton, Clatsop County
Clatsop County, Clatsop County

Oregon Public Works Emergency Response Cooperative Assistance
Agreement Members

City of Clatskanie, Columbia County
City of Columbia City, Columbia County
City of Rainier, Columbia County
City of St. Helens, Columbia County
City of Vernonia, Columbia County
Columbia County, Columbia County

City of Bandon, Coos County
City of Coos Bay, Coos County
City of Coquille, Coos County
City of Lakeside, Coos County
City of Myrtle Point, Coos County
City of North Bend, Coos County
City of Powers, Coos County
Coos Bay-North Bend Water Board, Coos County
Coos County, Coos County

City of Prineville, Crook County
Crook County, Crook County

City of Brookings, Curry County
City of Gold Beach, Curry County
Curry County, Curry County

City of Bend, Deschutes County
City of Redmond, Deschutes County
City of Sisters, Deschutes County
Deschutes County, Deschutes County

City of Canyonville, Douglas County
City of Drain, Douglas County
City of Elkton, Douglas County
City of Glendale, Douglas County
City of Myrtle Creek, Douglas County
City of Oakland, Douglas County
City of Reedsport, Douglas County
City of Riddle, Douglas County

Oregon Public Works Emergency Response Cooperative Assistance
Agreement Members

City of Roseburg, Douglas County
City of Winston, Douglas County
City of Yoncalla, Douglas County
Douglas County, Douglas County

City of Arlington, Gilliam County
City of Condon, Gilliam County
Gilliam County, Gilliam County

City of Dayville, Grant County
City of John Day, Grant County
City of Long Creek, Grant County
City of Prairie City, Grant County
City of Seneca, Grant County
Grant County, Grant County
Town of Canyon City, Grant County

City of Burns, Harney County
City of Hines, Harney County
Harney County, Harney County

City of Cascade Locks, Hood River County
City of Hood River, Hood River County
Hood River County, Hood River County

City of Central Point, Jackson County
City of Gold Hill, Jackson County
City of Jacksonville, Jackson County
City of Medford, Jackson County
City of Phoenix, Jackson County
City of Rogue River, Jackson County
City of Shady Cove, Jackson County
City of Talent, Jackson County
Jackson County, Jackson County

City of Culver, Jefferson County
City of Madras, Jefferson County

Oregon Public Works Emergency Response Cooperative Assistance
Agreement Members

City of Metolius, Jefferson County
Jefferson County, Jefferson County

City of Cave Junction, Josephine County
City of Grants Pass, Josephine County
Josephine County, Josephine County

City of Klamath Falls, Klamath County
Klamath County, Klamath County

Lake County, Lake County
Town of Lakeview, Lake County

City of Coburg, Lane County
City of Cottage Grove, Lane County
City of Creswell, Lane County
City of Dunes City, Lane County
City of Eugene, Lane County
City of Florence, Lane County
City of Junction City, Lane County
City of Oakridge, Lane County
City of Springfield, Lane County
City of Veneta, Lane County
City of Westfir, Lane County
Lane County, Lane County
University of Oregon, Lane County

City of Depoe Bay, Lincoln County
City of Lincoln City, Lincoln County
City of Siletz, Lincoln County
City of Toledo, Lincoln County
City of Waldport, Lincoln County
City of Yachats, Lincoln County
Lincoln County, Lincoln County

City of Brownsville, Linn County
City of Halsey, Linn County

Oregon Public Works Emergency Response Cooperative Assistance
Agreement Members

City of Harrisburg, Linn County
City of Lebanon, Linn County
City of Lyons, Linn County
City of Scio, Linn County
City of Sweet Home, Linn County
Linn County, Linn County

City of Jordan Valley, Malheur County
City of Nyssa, Malheur County
City of Ontario, Malheur County
City of Vale, Malheur County
Malheur County, Malheur County

City of Aumsville, Marion County
City of Aurora, Marion County
City of Detroit, Marion County
City of Donald, Marion County
City of Gates, Marion County
City of Gervais, Marion County
City of Hubbard, Marion County
City of Keizer, Marion County
City of Silverton, Marion County
City of Stayton, Marion County
City of Sublimity, Marion County
City of Turner, Marion County
Marion County, Marion County
City of Salem, Marion County / Polk County
City of Idanha, Marion/Linn County
City of Mill City, Marion/Linn County

City of Boardman, Morrow County
City of Heppner, Morrow County
City of Ione, Morrow County
City of Irrigon, Morrow County
Morrow County, Morrow County
Town of Lexington, Morrow County

Oregon Public Works Emergency Response Cooperative Assistance
Agreement Members

City of Fairview, Multnomah County
City of Gresham, Multnomah County
City of Portland, Multnomah County
City of Troutdale, Multnomah County
City of Wood Village, Multnomah County
Multnomah County, Multnomah County
Multnomah County, Multnomah County

City of Independence, Polk County
City of Monmouth, Polk County
Polk County, Polk County

City of Moro, Sherman County
City of Wasco, Sherman County

City of Bay City, Tillamook County
City of Garibaldi, Tillamook County
City of Manzanita, Tillamook County
City of Nehalem, Tillamook County
Tillamook County, Tillamook County

City of Athena, Umatilla County
City of Echo, Umatilla County
City of Hermiston, Umatilla County
City of Milton-Freewater, Umatilla County
City of Pendleton, Umatilla County
City of Pilot Rock, Umatilla County
City of Stanfield, Umatilla County
City of Umatilla, Umatilla County
Umatilla County, Umatilla County

City of Cove, Union County
City of Elgin, Union County
City of Imbler, Union County
City of Island City, Union County
City of Union, Union County
Island City Area Sanitation District, Union County

Oregon Public Works Emergency Response Cooperative Assistance
Agreement Members

Union County, Union County

City of Enterprise, Wallowa County
City of Joseph, Wallowa County
Wallowa County, Wallowa County

City of Dufur, Wasco County
City of Maupin, Wasco County
City of Mosier, Wasco County
City of Shaniko, Wasco County
City of The Dalles, Wasco County
Wasco County, Wasco County

City of Banks, Washington County
City of Cornelius, Washington County
City of Durham, Washington County
City of Gaston, Washington County
City of Hillsboro, Washington County
City of North Plains, Washington County
City of Sherwood, Washington County
City of Tigard, Washington County
Washington County, Washington County

City of Mitchell, Wheeler County
City of Spray, Wheeler County
Wheeler County, Wheeler County

City of Amity, Yamhill County
City of Carlton, Yamhill County
City of Dayton, Yamhill County
City of Lafayette, Yamhill County
City of McMinnville, Yamhill County
City of Newberg, Yamhill County
City of Sheridan, Yamhill County
City of Willamina, Yamhill County
City of Yamhill, Yamhill County
Yamhill County, Yamhill County

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY OF TROUTDALE TO BECOME A PARTY TO THE OREGON PUBLIC WORKS EMERGENCY RESPONSE COOPERATIVE ASSISTANCE AGREEMENT

THE TROUTDALE CITY COUNCIL FINDS AS FOLLOWS:

1. The Oregon Department of Transportation (ODOT) has initiated the Oregon Public Works Emergency Response Cooperative Assistance Agreement (Agreement) and offered it to local public works agencies.
2. Since the Agreement was offered in 1998, over 100 agencies have signed it, including our neighboring jurisdictions of Fairview, Gresham, and Wood Village.
3. The Agreement provides a mechanism for public works agencies to request assistance and to respond to requests for assistance. It also sets up the documentation needed to seek the maximum possible reimbursement from Federal agencies.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TROUTDALE

Section 1. The City Manager is authorized to enter into the Oregon Public Works Emergency Response Cooperative Assistance Agreement attached hereto and made a part hereof.

Section 2. This resolution is effective immediately upon adoption.

YEAS:

NAYS:

ABSTAINED:

Doug Daoust, Mayor

Date

Debbie Stickney, City Recorder
Adopted:

OREGON PUBLIC WORKS EMERGENCY RESPONSE
COOPERATIVE ASSISTANCE AGREEMENT

THIS AGREEMENT is between the government agencies (local, county, or state) that have executed the Agreement, as indicated by the signatures at the end of this document.

WITNESSETH:

WHEREAS, parties to this agreement are responsible for the construction and maintenance of public facilities such as street, road, highway, sewer, water, and related systems during routine and emergency conditions; and

WHEREAS, each of the parties owns and maintains equipment, and employs personnel who are trained to provide service in the construction and maintenance of street, road, highway, sewer, water, and related systems and other support;

WHEREAS, in the event of a major emergency or disaster as defined in ORS 40 1.025 (5), the parties who have executed this Agreement may need assistance to provide supplemental personnel, equipment, or other support; and

WHEREAS, the parties have the necessary personnel and equipment to provide such services in the event of an emergency; and

WHEREAS, it is necessary and desirable that this Agreement be executed for the exchange of mutual assistance, with the intent to supplement not supplant agency personnel;

WHEREAS, an Agreement would help provide documentation needed to seek the maximum reimbursement possible from appropriate federal agencies during emergencies;

WHEREAS, ORS Chapter 402.010 provides for Cooperative Assistance Agreement among public and private agencies for reciprocal emergency aid and resources; and

WHEREAS, ORS Chapter 190 provides for intergovernmental agreements and the apportionment among the parties of the responsibility for providing funds to pay for expenses incurred in the performance of the agreed upon functions or activities;

NOW THEREFORE, the parties agree as follows:

1. Request

If confronted with an emergency situation requiring personnel, equipment or material not available to it, the requesting party (Requestor) may request assistance from any of the other parties who have executed this Agreement.

2. Response

Upon receipt of such request, the party receiving the request (Responder) shall immediately take the following action:

- A. Determine whether it has the personnel, equipment, or material available to respond to the request.
- B. Determine what available personnel and equipment should be dispatched and/or what material should be supplied.
- C. Dispatch available and appropriate personnel and equipment to the location designated by the Requestor.
- D. Provide appropriate access to the available material.
- E. Advise the Requestor immediately in the event all or some of the requested personnel, equipment, or material is not available.

NOTE: It is understood that the integrity of dedicated funds needs to be protected. Therefore, agencies funded with road funds are limited to providing services for road activities, sewer funds are limited to providing services for sewer activities and so on.

3. Incident Commander

The Incident Commander of the emergency shall be designated by the Requestor, and shall be in overall command of the operations under whom the personnel and equipment of the Responder shall serve. The personnel and equipment of the Responder shall be under the immediate control of a supervisor of the Responder. If the Incident Commander specifically requests a supervisor of the Responder to assume command, the Incident Commander shall not, by relinquishing command, relieve the Requestor of responsibility for the incident.

4. Documentation

Documentation of hours worked, and equipment or materials used or provided will be maintained on a shift by shift basis by the Responder, and provided to the Requestor as needed.

5. Release of Personnel and Equipment

All personnel, equipment, and unused material provided under this Agreement shall be returned to the Responder upon release by the Requestor, or on demand by the Responder.

6. Compensation

It is hereby understood that the Responder will be reimbursed (e.g. labor, equipment, materials and other related expenses as applicable, including loss or damage to equipment) at its adopted usual and customary rates. Compensation may include:

- A. Compensation for workers at the Responder's current pay structure, including call back, overtime, and benefits.
- B. Compensation for equipment at Responder's established rental rate.
- C. Compensation for materials, at Responder's cost. Materials may be replaced at Requestor's discretion in lieu of cash payment upon approval by the Responder for such replacement.
- D. Without prejudice to a Responder's right to indemnification under Section 7.A. herein, compensation for damages to equipment occurring during the emergency incident shall be paid by the Requestor, subject to the following limitations:
 - 1) Maximum liability shall not exceed the cost of repair or cost of replacement, whichever is less.
 - 2) No compensation will be paid for equipment damage or loss attributable to natural disasters or acts of God not related to the emergency incident.
 - 3) To the extent of any payment under this section, Requestor will have the right of subrogation for all claims against parties other than parties to this agreement who may be responsible in whole or in part for damage to the equipment.

- 4) Requestor shall not be liable for damage caused by the neglect of the Responder's operators.

Within 30 days after presentation of bills by Responder entitled to compensation under this section, Requestor will either pay or make mutually acceptable arrangements for payment.

7. Indemnification

This provision applies to all parties only when a Requestor requests and a Responder provides personnel, equipment, or material under the terms of this Agreement. A Responder's act of withdrawing personnel, equipment, or material provided is not considered a party's activity under this Agreement for purposes of this provision.

To the extent permitted by Article XI of the Oregon Constitution and by the Oregon Tort Claims Act, each party shall indemnify, within the limits of the Tort Claims Act, the other parties against liability for damage to life or property arising from the indemnifying party's own activities under this Agreement, provided that a party will not be required to indemnify another party for any such liability arising out of the wrongful acts of employees or agents of that other party.

8. Workers Compensation Withholdings and Employer Liability

Each party shall remain fully responsible as employer for all taxes, assessments, fees, premiums, wages, withholdings, workers compensation and other direct and indirect compensation, benefits, and related obligations with respect to its own employees. Likewise, each party shall insure, self-insure, or both, its own employees as required by Oregon Revised Statutes.

9. Pre-Incident Plans

The parties may develop pre-incident plans for the type and locations of problem areas where emergency assistance may be needed, the types of personnel and equipment to be dispatched, and the training to be conducted to ensure efficient operations. Such plans shall take into consideration the proper protection by the Responder of its own geographical area.

10. The Agreement

- A. It is understood that all parties may not execute this Agreement at the same time. It is the intention of the parties that any governmental entity in the State of Oregon may enter into this Agreement and that all parties who execute this Agreement will be

considered to be equal parties to the Agreement. The individual parties to this Agreement may be "Requestor" or "Responder's" as referred to in Section 1. and 2. above, to all others who have entered this Agreement.

- B. The Oregon Department of Transportation (ODOT) Maintenance and Operations Branch shall maintain the master copy of this Agreement, including a list of all those governmental entities that have executed this Cooperative Assistance Agreement. ODOT will make the list of participants available to any entity that has signed the Agreement. Whenever an entity executes the agreement, ODOT shall notify all others who have executed the Agreement of the new participant. Except as specifically provided in this paragraph, ODOT has no obligations to give notice nor does it have any other or additional obligations than any other party.
- C. This Agreement shall be effective upon approval by two or more parties and shall remain in effect as to a specific party for five years after the date that party executes this Agreement unless sooner terminated as provided in this paragraph. Any party may terminate its participation in this Agreement prior to expiration as follows:
 - 1) Written notice of intent to terminate this Agreement must be given to all other parties on the master list of parties at least 30 days prior to termination date. This notice shall automatically terminate the Agreement as to the terminating party on the date set out in the notice unless rescinded by that party in writing prior to that date.
 - 2) Termination will not affect a party's obligations for payment arising prior to the termination of this Agreement.

11. Non-exclusive

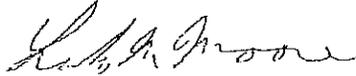
This Agreement is not intended to be exclusive among the parties. Any party may enter into separate cooperative assistance or mutual aid agreements with any other entity. No such separate Agreement shall terminate any responsibility under this Agreement.

12. Parties to This Agreement

Participants in this Agreement are indicated on the following pages, one party per page.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement for Public Works Cooperative Assistance to be executed by duly authorized representatives as of the date of their signatures.

STATE OF OREGON
DEPARTMENT OF TRANSPORTATION



September 24, 2013

Luci Moore
Statewide Maintenance Engineer

Date

IN WITNESS WHEREOF, the parties hereto have caused this Agreement for Public Works Cooperative Assistance to be executed by duly authorized representatives as of the date of their signatures.

Agency

County, Oregon

Authorized Representative

Date

Designated Primary Contact:

Office:

Contact:

Phone Number:

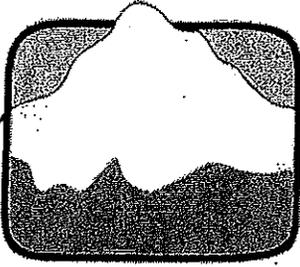
Emergency 24 Hour Phone Number:

Fax Number:

E-mail address (if available):

Agenda Item #4

6/24/14 Council Meeting



MT. HOOD CABLE REGULATORY COMMISSION

111 SW Columbia St., Suite 600 • Portland, OR 97201

Phone: (503) 823-5385 • Fax (503) 823-5370

www.mhcr.org

Serving Multnomah County and the Cities of Fairview, Gresham, Portland, Troutdale and Wood Village

May 23, 2014

Debbie Stickney
City Recorder
City of Troutdale
104 SE Kibling Avenue
Troutdale, OR 97060

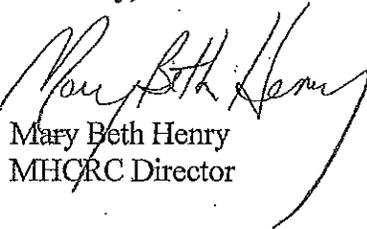
Dear Ms. Stickney,

The Mt. Hood Cable Regulatory Commission (MHCRC) presents the enclosed FY2014-15 budget request for Council consideration on Tuesday, June 24 and recommends approval. The budget has been extensively reviewed by the MHCRC and by a budget subcommittee of the MHCRC. The MHCRC unanimously approved the budget on May 19, 2014 for submission to each jurisdiction.

Troutdale Council appointed MHCRC Commissioner, Norm Thomas, and a member of MHCRC staff will attend the meeting to answer any questions the Council may have.

Should you need additional information, please do not hesitate to contact me.

Sincerely,



Mary Beth Henry
MHCRC Director

Mt. Hood Cable Regulatory Commission

PROPOSED BUDGET FISCAL YEAR 2014-15

Commission Approved: May 19, 2014

Representing:

City of Portland
City of Fairview

City of Gresham
City of Wood Village

City of Troutdale
Multnomah County

Commission Members

Sue Dicile, Commission Chair

Mike Bennett

Toya Fick

Rich Goheen

Leif Hansen

Scott Harden

Carol Studenmund

Norman Thomas

Staff

Mary Beth Henry, Staff Director
Julie Omelchuck, Program Manager

503-823-5385

www.mhcrc.org

MT. HOOD CABLE REGULATORY COMMISSION

OVERVIEW

The Mt. Hood Cable Regulatory Commission (MHCRC or Commission) was created by Multnomah County and the cities of Fairview, Gresham, Portland, Troutdale and Wood Village for the purposes of:

- **Advocating for and protecting the public interest in the regulation and development of cable communication systems;**
- **Monitoring and helping resolve cable subscribers' concerns; and,**
- **Facilitating the planning and implementation of community uses of cable communication technologies.**

Each Jurisdiction appoints citizen representatives to the Commission. Over the past year, these appointees have committed hundreds of volunteer hours to fulfill the Commission's mission and to serve the Jurisdictions and their communities. They attended approximately eight Commission meetings and numerous committee meetings, kept abreast of issues of concern to their Jurisdictions, presented information at city council and county commission meetings, and served as ex officio Board members for Portland Community Media (PCM) and MetroEast Community Media (MetroEast).

The Commission regulates and oversees cable service franchises with four companies, serving the following areas:

Comcast: Portland, Gresham, Troutdale, Fairview, Wood Village and Multnomah County
Frontier: Gresham, Troutdale, Fairview and Wood Village
Century Link: Portland
Reliance Connects: unincorporated east Multnomah County

The Commission contracts for staff and other support services through a services agreement with the City of Portland. The Commission funds an equivalent of 3.5 full-time (FTE) staff positions plus related materials, services, financial and administrative costs. Each member Jurisdiction annually funds a portion of Commission's operating budget. Other Commission resources fund the remaining portion of the approved budget.

2013 ACCOMPLISHMENTS

Conducted Audit of the MHCRC Fund

Moss Adams, the MHCRC's auditor, found that the MHCRC's financial statements presented fairly, in all material respects, the respective financial position of the MHCRC's fund. The previous year's audit identified the need for both MetroEast and PCM to be considered "component units" in the MHCRC's financial statements starting in FY12-13. The MHCRC met this requirement in its FY12-13 financial statements. The MHCRC files its annual audit with the Oregon Secretary of State.

Conducted Franchise Compliance to Protect the Jurisdictions' and Consumers' Interests

The MHCRC enforces the cable services franchises of Multnomah County, Portland, Gresham, Troutdale, Fairview, and Wood Village. Regulatory issues included phone answering standards, closed captioning, information on subscriber bills, service installation, access to reports and records, and other consumer protection issues. In 2013, the Commission assisted in the resolution of 311 complaints. The Commission also concluded a review of Frontier's franchise and PEG/I-Net fee payments for 2008 through 2012. The audit identified one database issue for follow up with the company but no significant issues.

Staff continued informal negotiations to renew the cable services franchise with CenturyLink. The MHCRC also processed a franchise extension in order to provide the company more time to develop its video delivery business model.

Led Advocacy Efforts to Protect Local Authority and Public Services

The MHCRC continues to be active in the Oregon Broadband Advisory Committee's work and attended a meeting with the state Education czar to discuss technology in Oregon's K-12 classrooms. At the federal level, the MHCRC advocated for the Community Access Protection Act (CAP Act) which provides more local control and protection of community access resources. The MHCRC also advocated for local authority of rights of way and taxing authority with Oregon's Congressional delegation. Finally staff is keeping abreast of and briefing Commissioners as appropriate on FCC proceedings including the Comcast-Time Warner merger and the Net Neutrality Notice of Proposed Rulemaking.

Engaged in Partnerships to Provide Network Services More Cost-Effectively

The MHCRC facilitates partnerships and network planning, and distributes funds to support the Institutional Network (I-Net). Over 276 schools, libraries and other public agency sites throughout Multnomah County use the I-Net for their data networking and Internet access needs. In 2013, the MHCRC funded four new connections for four agencies: City of Gresham, City of Portland, Portland Public School District and David Douglas School District. The MHCRC coordinated a major upgrade to the I-Net's core backbone, which increased capacity available to schools, libraries, and public agency sites. This is the first such upgrade of the core since the I-Net was built in early 2000. The upgrade was successfully completed on-time, within budget with no outages or unforeseen impacts on users.

Launched Two Local Channels in High Definition (HD) Format

MetroEast, PCM, Comcast and the MHCRC worked together to implement a major technology change to launch two local channels in a high definition (HD) format, including the channels which carry local government programs. Our community is the first in the nation to have two local community channels delivered in an HD format. The upgrade represents a significant improvement in program delivery, including more flexible technology to support program delivery not only on the cable system but also over the Internet.

Managed Direct Service Contracts for Community Media Resources (MetroEast & PCM)

The MHCRC manages contracts with MetroEast Community Media and Portland Community Media (PCM), non-profit organizations that facilitate use of technology and communications resources by the community in order to promote broad participation in civic and cultural life. These non-profits provide direct services to a diverse group of individuals, nonprofits, community organizations and government agencies.

Funded Projects to Advance Education and Community-Based Technology

The MHCRC directs the Community Access Capital Grant Fund which provides funds for technology projects to community organizations, libraries, educational institutions and local government agencies throughout Multnomah County. The MHCRC oversaw implementation and compliance for about 25 grant-funded projects during the year. In 2013, the program granted over \$1.7 million for 10 new community-based projects that will leverage over \$2.4 million in matching resources. Highlights of some newly funded projects include:

- **Gresham-Barlow School District** will complete its roll out of Internet Protocol (IP) phones to all classrooms, replacing the existing archaic and unstable phone systems. The state-of-the-art IP system provides teachers a fully functional telephone in every classroom. The telephones also improve security at schools, provide multi-language options for non-English speaking parents and greatly reduce the costs.
- **Corbett School District** embarked on integrating iPad technology into its multi-age and project-based learning model to support individualized learning for its 805 K-8 students. Teachers will use the iPads to integrate technology across core subjects of math, language arts, social studies and science.
- In order to support its move to having a digital device for all students and teachers and also accommodating BYOD (Bring Your Own Device) in the instructional environment, **Centennial School District** is upgrading its wireless infrastructure. The network upgrade will gain a three-fold increase over the current network's speed and coverage areas.
- **Roosevelt High School**, building on its previous MHCRC grant that successfully put iPads in the hands of all ninth and tenth grade students, will complete the school-wide roll out of digital devices for all students. Through this transformative project, Roosevelt High School offers its entire student body, staff and administrators dedicated access to emerging "cloud-based" productivity, communication and curriculum tools.
- **Franklin High School's** Freshman First program and **Madison High School's** Senators Successful Start program focuses on individualized learning opportunities for all 300 incoming ninth graders. Strong teacher collaboration on instruction tied to learning targets for each student will become easier and more effective in an environment where a digital device is available to each student. The project will benefit students and educators by capitalizing on students' fascination with technology to enhance and enliven

instruction and giving teachers real-time information on and collaboration opportunities with students.

- In an effort to address the achievement gap by specifically targeting students who are not on-track to graduate in four years, **Portland Public Schools (PPS)** is providing struggling students access to blended online learning opportunities to recover credits and at the same time changing PPS's educational landscape. PPS has begun implementing a plan for providing blended learning options (defined as students learning both in a "brick-and-mortar" school setting and in an online environment) to high school students. Grant funds will be used to support this plan through implementation of a Learning Management System (LMS).
- **Metro** is consolidating its three data centers, which has service advantages and cost savings, but also introduces a new operating risk of the potential failure of Metro's single network connection. Grant funds will be used to activate a backup network link using pre-existing I-Net fiber to create redundancy for its network.
- Keeping pace with advancements in video editing technology, **Flying Focus Video Collective** is moving to computer-based editing. Flying Focus's own fund-raising and MHCRC grant funds will purchase the computer and other elements needed for this project. Flying Focus volunteer producers, many of whom received initial training at Portland Community Media, will now be able to seamlessly move between the two organizations to create new programs.
- The **Dill Pickle Club**, in partnership with I Have a Dream Foundation, will introduce six high school students to the theories and techniques of video production. Mentored and guided by an award-winning filmmaker, the students will collaborate on short videos about their neighbors, neighborhoods and their own experiences. Project creators hope that students' experience with this project will empower them with a greater awareness of community and critical thinking skills.

Redesigned Grant Program to Address Education Inequities in Multnomah County

Drawing on the work of the All Hands Raised Partnership and the MHCRC's own grant-making trends, the MHCRC engaged in a comprehensive planning process to more strategically focus its grant investments on supporting academic outcomes for all students in Multnomah County. Over this past year, the MHCRC established a framework to develop funding partnerships with each school district in Multnomah County. The framework includes the focus and goals for the initiative, funding criteria, indicators for successful technology implementation in education, and a fund allocation method that considers both size and demographics of a school district. The MHCRC also contracted with Portland State University, Center for Student Success, to assist with research and evaluation design to gauge long-term impact of grant fund investments.

The MHCRC will launch its education initiative in Fall 2014.

MCHRC GOALS AND OBJECTIVES

Adopted: May 19, 2014

Effective: July 1, 2014 – June 30, 2015

The Commission acknowledges that the policy and regulatory work of the Commission is undertaken in a dynamic communications technology environment. Consequently, the Commission retains flexibility to modify or revise these Goals and Objectives as may be required from time to time.

Goal I: Effectively administer cable services franchise agreements to serve our member jurisdictions and their residents.

Objectives

1. Identify and address franchise compliance issues in response to and, when possible, prior to cable company actions.
2. Provide consumer protection for citizens and subscribers in cable service matters by helping to resolve complaints, enforcing customer service standards and addressing other consumer-related franchise compliance issues.
3. Successfully negotiate a cable services franchise agreement with CenturyLink that addresses cable-related community technology needs and interests and consumer protection issues and trends.
4. Conduct an audit of Comcast's franchise and PEG fee payments for the past three years.

Goal II: Focus the community grants program on key impacts for addressing needs and equity issues identified through the MHCRC's Your Voice, Our Communications Technology initiative to guide the financial investment of Capital funds in the community over the next eight years.

Objectives

1. Conduct the annual competitive community grants round to continue development of public, educational and governmental uses of cable system technology.
2. Launch the education strategic funding initiative to positively impact continuous progress on academic outcomes developed by the All Hands Raised Partnership as key to student success.
3. Through initiative investments in technology and assessment, support school districts within Multnomah County to understand, implement and share effective instructional practices and strategies, which use technology, to foster improvement in academic outcomes and reduction in the achievement gap.
4. Develop an evaluation and reporting system to measure results and identify improvements.
5. Implement a grants management system to provide efficiencies overall in managing fund allocation, accountability and evaluation of impact.
6. Monitor grant projects to ensure accountability for grant funds.

Goal III: *Ensure access to and use of current and new services available through the cable system technology by citizens, local governments and community institutions.*

Objectives

1. Facilitate and manage Community Institutional Network (I-Net) partnership and network planning in order to leverage this low cost, high quality resource as a key tool for public organizations to communicate, inform and deliver services to their constituencies.
2. Manage and ensure compliance with the terms of grant agreements with Portland Community Media and MetroEast Community Media.
3. Monitor and ensure accountability for capital funds paid to Portland Community Media and MetroEast Community Media.
4. Explore creative public and community opportunities arising through local adoption of digital technology for both content development and distribution.
5. Collaborate with organizations, at the federal, state and local levels, to advocate for the community's access to cable system technology.
6. Facilitate activation of additional HD access channels on Comcast's system to ensure timelines are met and subscribers are fully aware of the new channel offerings.
7. Work with Frontier and Reliance Connects on provision of access channels in an HD format on their systems.
8. Facilitate implementation of updates with community media providers and Comcast to video-on-demand protocols and technical requirements in order on technology.

Goal IV: *Communicate, educate and respond in a timely and accurate manner to our jurisdictions, cable subscribers and the general public regarding communications technology policy and regulatory issues.*

Objectives

1. Communicate with jurisdictions' elected officials and key staff in order to educate them about communications technology policy and regulatory issues and what's at stake for our communities.
2. Support our member jurisdictions in implementing FCC rules and federal laws related to cable and telecommunications.
3. Support and provide resources for the development of Commissioners' education and expertise.
4. Explore the Commission's role related to blended service fiber networks, such as Google Fiber, and engage with member jurisdictions as appropriate.
5. Convene a summit with Portland Community Media, MetroEast Community Media and others to explore the future of the digital commons in an Internet Protocol (IP) world.

Goal V: Advocate for continued local authority regarding cable franchises and use of the public rights of way by communication providers.

Objectives

1. Continue cross-jurisdictional collaborations for information-sharing and coordinated strategies on issues of common concern.
2. Participate in statewide committees or groups that address local government authority, management and control of public rights of way.
3. Prepare for and participate in 2015 Oregon Legislative Session.
4. Participate in litigation and FCC proceedings on behalf of our jurisdictions' and citizens' interests.
5. Advocate for local interests through participation on the Oregon Broadband Advisory Committee.
6. Advocate for and preserve existing and new public interest benefits at the state and federal legislative levels, including efforts to preserve PEG channels and funding.

Goal VI: Operate the Cable Regulatory Office and the Commission efficiently and effectively.

Objectives

1. Fulfill Intergovernmental Agreement and Rules of Procedure administrative responsibilities.
2. Engage with the City of Portland to explore adjustments to the placement and structure of the MHCRC staff services and funds within the City of Portland to ensure transparency and continued provision of a high level of service to MHCRC's stakeholders and communities.
3. Plan and conduct Commission meetings in a way that respects the volunteer nature of Commission positions and is in accordance with Oregon Open Meeting laws.
4. Conduct annual strategic planning and goal-setting process.
5. Conduct annual MHCRC evaluation of staff services.
6. Conduct annual MHCRC Fund Audit and transmit it to the Oregon Secretary of State's Office.
7. Present an annual budget request to the Jurisdictions that supports the Commission's mission and respects the Jurisdictions' budget considerations.

MHCRC FY2014-15 FUND BUDGET

BUDGET PROCESS OVERVIEW

According to the Intergovernmental Agreement (IGA) among the Jurisdictions that created the MHCRC, the Commission must gain approval of its budget by every member Jurisdiction. The MHCRC's Finance Committee developed a detailed FY2014-15 budget in consultation with MHCRC staff. On May 19, 2014, the Commission approved the proposed budget to forward to the Jurisdictions for consideration. The MHCRC provides the proposed budget to the city and County staff in advance of the city councils' and the County Commission's consideration of the budget.

BUDGET NARRATIVE

The MHCRC's FY 2014-15 Fund Budget is presented on page 11.

Nearly all of the MHCRC's resources are funds collected from the cable companies and the expenditures are the disbursement of those funds to the member Jurisdictions, the community access providers (MetroEast Community Media (MetroEast) and Portland Community Media (PCM)), and the Capital Grant recipients. These disbursements are governed by the IGA and by the cable services franchises.

Revenue Resources

The amount of Commission resources from year to year is largely dependent on the gross revenues of the cable companies since franchise fees and the grant, I-Net and access corporation capital fund revenues (PEG/I-Net Capital Fee) are based on a percentage of the companies' gross revenues.

FY14-15 resources are projected to increase about 9% over FY13-14. The budget also includes a beginning fund balance of little more than \$9 million. Grant funds represent most of the carryover amount and are due to the FY13-14 amount allocated to the MHCRC's newly developed education initiative (described in the "2013 Accomplishments" section on page 4). The MHCRC plans to launch the initiative in Fall 2014 with combined funding from FY13-14 and FY14-15. Grant contracts with school districts will be effective starting in FY14-15.

Revenue Resources include:

Franchise Fees: The Commission collects all cable services franchise fees for Gresham, Troutdale, Fairview, Wood Village and Multnomah County from Comcast, Frontier and Cascade Access cable franchises. The MHCRC has conservatively projected the franchise fee revenues based on the rapidly changing video marketplace, even though the cable companies have continued to remain financially healthy. The MHCRC uses both historical franchise fee data and industry documentation to project franchise fee revenues.

Operating Budget Appropriation: The MHCRC collects funds from the City of Portland for its share of the MHCRC's operating budget. The other MHCRC jurisdictions' appropriations are collected through the cable services franchise fees.

Interest: The MHCRC collects interest on its fund. Interest revenue is projected to be flat for the foreseeable future.

PEG/I-Net Capital Fee: The MHCRC collects 3% of Comcast's, Frontier's and Cascade Access' gross revenues as dedicated funding for the access corporations' capital funding, I-Net infrastructure and community capital grants. A small portion also funds the MHCRC's costs to administer, oversee and disburse the capital funds.

Compliance Revenue: The line item contains revenue resulting from any penalties paid by companies related to compliance actions in the previous fiscal year. The MHCRC did not receive any penalty revenues in the current fiscal year.

Beginning Fund Balance: The beginning balance is mainly attributable to grant funds not yet paid to grantees.

Expenditures include:

Nearly all of the MHCRC's expenditures are the disbursement of franchise fees and PEG/I-Net fees governed by the IGA and by the cable services franchises. The significant increase in the Community Capital Grants line item is due to the MHCRC's launch of its education initiative in Fall 2014 (described in the "2013 Accomplishments" section on page 4 and Revenue Resources section on page 8).

Franchise Fee Balance to the Jurisdictions: This line item expenditure is calculated based on the total amount of franchise fees the MHCRC collects and subtracting the amount each Jurisdiction appropriates to the Commission's Operating Budget and the amount of community access payments to MetroEast and PCM in accordance with the IGA (detail contained in Appendix 1, page 13).

Community Access Payments: In accordance with the IGA, the MHCRC distributes 60% of the East County Jurisdictions' franchise fees to MetroEast and 60% of West Multnomah County franchise fees to PCM. These dedicated funds are used to provide access services to the community (detail contained in Appendix 2, page 16).

MHCRC Operating Budget: This expenditure represents the total MHCRC operating budget (line item detail contained in Appendix 1, page 14).

Access Corporation Capital: The MHCRC distributes funds from the cable companies dedicated to support the capital needs of MetroEast and PCM. These payments are made in accordance with the IGA and the cable services franchise agreements (detail contained in Appendix 2, page 16).

Community Capital Grants: The MHCRC is the grant-making body for the community capital grant program and for I-Net infrastructure grants. The grants are made in accordance with the IGA and the cable services franchise agreements.

BUDGET HIGHLIGHTS

Revenues

Cable franchise fee and PEG/I-Net fee revenues are projected to slightly increase in FY14-15.

Community Grants Program

The MHCRC is carrying over to FY14-15 the bulk of the funds available for community grants to support the development and launch of the education funding initiative in Fall FY14-15 (described on pages 4, 8 and 9). As a result, the MHCRC's Fund will have a beginning fund balance of about \$9 million. Most of these funds will be granted in FY14-15 to school districts within Multnomah County under the initiative, thus the projected ending fund balance is about \$2 million.

MHCRC's Operating Budget – Line Item Detail

The proposed budget supports restoring a part-time administrative support position. As you may recall, the MHCRC reduced its staff by 1.5 full-time equivalent (FTE) positions over the past several years, including its part-time administrative support. The budget would restore this position for FY14-15. The “fully loaded” amount to fund the position and related overhead is included as a contingency to allow some flexibility for administrative support due to timing of a position hire (Contingency – 0.5 FTE).

The MHCRC will continue its intergovernmental agreement with PSU Center for Student Success to further develop the education initiative evaluation design, work with school districts' to align grant-funded project evaluation with the MHCRC's initiative model, and support implementation of the grants management system related to data collection, reporting and analysis (Professional Services).

The MHCRC will conduct a financial review of the Comcast franchise and PEG fee payments for Fiscal Years 2011-2013, covering all the jurisdictions. The franchise agreement allows for the audit every three years (Professional Services).

MHCRC FUND BUDGET
FISCAL YEAR 2014-15

	2012-13 Actual	2013-14 Adopted	2014-15 Proposed
RESOURCES			
E. County Franch. Fees, Comcast	1,328,166	1,349,216	1,384,440
E. County Franch. Fees Mult West, Comcast	98,695	93,135	103,720
E. County Franch. Fees, Frontier & Reliance	229,078	212,358	234,225
Operating Budget Appropriation-Portland	231,641	277,299	288,791
Interest Earned	30,329	42,000	30,000
PEG / I-Net Capital Fee	4,922,765	4,865,979	5,132,946
Grant Project Management Fee	252,276	0 *	
Compliance Revenue	30,000	0	0
Total Resources	7,122,950	6,839,987	7,174,122
Beginning Fund Balance	5,629,723	7,100,259	9,064,245
Total	\$12,752,673	\$13,940,246	\$16,238,367
EXPENDITURES			
Franchise Fee Balance to Jurisdictions	572,752	512,569	533,450
Community Access Pmt, E. County (MetroEast)	934,347	936,944	970,632
Community Access Pmts, Mult. West (PCM)	59,217	53,026	62,800
MHCRC Operating Budget	609,019	822,822	837,399
Access Corporation Capital	1,735,533	1,735,530	1,539,883
I-Net Capital Grants		115,000 *	786,500
Community Capital Grants	1,741,546	700,110 *	8,396,102
Community Capital Grants Contingency	0	0 *	932,900
Total Expenditures	\$5,652,414	\$4,876,001	\$14,059,666
Ending Fund Balance	7,100,259	9,064,245	2,178,701
Total	\$12,752,673	\$13,940,246	\$16,238,367

Projected *

APPENDIX ONE

FRANCHISE FEE REVENUE AND DISPURSEMENT DETAIL

MHCRC OPERATING BUDGET-LINE ITEM DETAIL

BUDGET ALLOCATION BY JURISDICTION

**FRANCHISE FEE REVENUES AND DISBURSEMENTS
FISCAL YEAR 2014-15**

Jurisdictions	Franchise Fees	MetroEast	PCM	Budget Appropriation	Payments to Jurisdictions
Portland	\$6,969,116*		\$845,661*	\$288,791	NA
MULTNOMAH CO., EAST	68,672	41,203		12,720	14,749
MULTNOMAH CO., WEST	104,666	N/A	62,800	N/A	41,866
GRESHAM	1,210,705	726,423		112,677	371,605
TROUTDALE	191,796	115,078		16,499	60,219
FAIRVIEW	116,168	69,701		10,590	35,877
WOOD VILLAGE	30,378	18,227		3,017	9,134
Total, East County	\$1,722,385	\$970,632	\$62,800	\$155,503	\$533,450
Total				\$444,294	

* For information purposes only: The MHCRC does not collect franchise fee revenues for the City of Portland or disburse PCM operational funds.

FRANCHISE FEE BALANCE TO EAST COUNTY JURISDICTIONS-Prior Years:

Jurisdictions	FY 2010-11 Actual	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted
MULTNOMAH CO., EAST	9,733	8,870	17,502	10,634
MULTNOMAH CO., WEST	35,008	36,444	39,478	37,254
GRESHAM	323,082	310,504	401,195	359,717
TROUTDALE	53,794	56,214	65,886	60,390
FAIRVIEW	31,296	32,438	38,573	34,811
WOOD VILLAGE	8,741	8,038	10,119	9,762
TOTAL	\$461,654	\$452,508	\$572,753	\$512,568

MHCRC OPERATING BUDGET - Line Item Detail
(Includes Capital Compliance Program)

Acct.	Title	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2014-15 Proposed
51100	Employees	297,318	285,346	297,557
51700	Benefits	116,794	140,586	133,685
51xxx	Indirect Personnel - Bureau Support	7,000	45,830	28,590
Personnel Services		\$421,112	\$471,762	\$459,832
52100	External Fund Audit	11,790	11,000	12,000
52100	Professional Services	5,886	45,500	82,600
52900	Miscellaneous Services	398	8,700	1,800
53100	Office Supplies	1,924	2,500	2,500
53200	Operating Supplies	1,978	3,600	1,960
54100	Education	4,079	2,400	8,375
54200	Local Travel	1,898	2,600	1,800
54300	Out-of-Town Travel		2,800	2,000
54800	Rent Columbia Square		30,594	29,925
54900	Miscellaneous	56	4,400	1,400
External Materials and Services		\$28,009	\$114,094	\$144,360
6512xx	Print/Distribution	4,946	6,579	6,936
651302	Facilities Services	3,857	1,024	359
6514xx	EBS Services	26,712	27,178	22,777
6515xx	Information Technology (IT)	14,558	14,862	11,353
6516xx	Insurance/Workers Comp	9,936	5,257	4,821
652200	Technical Accounting IA	9,570	12,000	12,000
652233	Legal Services IA	15,311	15,684	15,661
652253	Mgmt Services (Bus Ops) IA		15,000	15,000
Internal Services		84,890	97,584	88,907
572101	GF Overhead (charged direct to fund)	67,149	85,434	25,000
54900	Contingency - General		53,948	79,300
54900	Contingency - 0.5 FTE			40,000
Fund Level Expenditures		\$ 67,149	\$ 139,382	\$ 144,300
Total		\$ 601,160	\$ 822,822	\$ 837,399
Total-Funded by Jurisdiction Appropriation		377,800	\$ 426,614	\$ 444,294

**BUDGET ALLOCATION BY JURISDICTION
MHCRC OPERATING BUDGET
FY 2014-15**

All member Jurisdictions contribute to the operation of the MHCRC (FY14-15 total: \$444,294). The MHCRC uses a funding methodology adopted by the Jurisdictions. The methodology is based on an agreed upon shared percentage of the MHCRC's operating costs between Portland and the East County Jurisdictions. The East County share is then allocated among Fairview, Gresham, Troutdale, Wood Village and Multnomah County based on the number of cable subscribers in each Jurisdiction.

City of Portland Appropriations	\$288,791
East County Appropriations	\$155,503
Operating Budget Total:	<u>\$444,294</u>

JURISDICTION			FY 2014-15 Proposed	FY 2014-15 % Allocation
Portland			\$288,791	65.0%
	Subscriber Distribution			
<u>East County</u>	<u>No. Of Subs</u>	<u>Perc. Distr.</u>		
Gresham	22,678	72.46%	\$112,677	25.4%
Multnomah Co.	2,560	8.18%	\$12,720	2.9%
Troutdale	3,321	10.61%	\$16,499	3.7%
Fairview	2,132	6.81%	\$10,590	2.4%
Wood Village	607	1.94%	\$3,017	0.7%
East County Total	31,298	100.00%	\$155,503	35.0%
Total			\$444,294	100.0%

Budget Allocation Comparison

JURISDICTION	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2014-15 Proposed
Portland	\$231,021	\$277,299	\$288,791
<u>East County</u>			
Gresham	\$64,260	\$107,025	\$112,677
Multnomah Co.	\$8,156	\$13,540	\$12,720
Troutdale	\$9,321	\$15,498	\$16,499
Fairview	\$6,094	\$10,191	\$10,590
Wood Village	\$1,792	\$3,061	\$3,017
* East County Total	89,623	149,315	155,503
Total	320,644	426,614	444,294

* Note: FY12-13 was reduced by \$75,000 from FY11-12 set-aside for formal process regarding Comcast Renewal franchise.

APPENDIX TWO

ACCESS DISBURSEMENT DETAIL (MetroEast and PCM)

The MHCRC administers two contracts with the community access providers that serve the Jurisdictions. Attachment 1 presents the FY 2014-15 budget for MetroEast Community Media (MetroEast), as adopted by the MetroEast Board of Directors. MetroEast serves the East Multnomah County area. Attachment 2 presents the FY 2014-15 budget for Portland Community Media (PCM), as adopted by the PCM Board of Directors. PCM serves the City of Portland area.

The access providers receive funding for both operations and capital expenditures. Most of PCM's operational resources come from a grant agreement between PCM and the City of Portland and are not included in the MHCRC's fund budget. MetroEast receives operational resources, in accordance with the IGA that created the Commission, based on 60 percent of the franchise fees for the East County area. Both organizations receive access corporation capital funding from franchise resources dedicated for this use.

A summary chart of Access Resources is included below.

1. MetroEast Community Media:

Community Access Funding: East County	\$ 970,632
Community Access Capital Funding: MHCRC	\$ 619,047
Total	\$ 1,589,679

2. Portland Community Media:

Access Funding: Portland General Fund	\$ 845,661
Community Access Funding: West Mult. County	\$ 62,800
Community Access Capital Funding: MHCRC	\$ 903,201
Total	\$ 1,811,662

APPENDIX TWO – ATTACHMENT 1

METROEAST COMMUNITY MEDIA FY 2014-15 BUDGET NARRATIVE

MetroEast Community Media, East Metro's truly local electronic media, pursues its mission of building community through media by promoting broad participation in civic and cultural life through the effective use and understanding of community media. A non-profit organization, MetroEast provides East Metro residents, community organizations, local governments, and schools free and low cost access to the medium of television and other means of distribution, media literacy training, and video production.

MetroEast and citizen-produced programming is distributed to over 65% of East Metro households and over 400,000 households in the Portland metropolitan region. MetroEast produces city council meetings and work sessions and other government and community meetings as well as programming used as educational and informational tools at meetings, community forums and in classroom settings.

WHAT WE DO

MetroEast produces and facilitates programming with many diverse partners and on wide-ranging topics. MetroEast partnered with over 225 community organizations and will facilitate about 4,500 hours of local and locally-sponsored programming in FY 2013-14, including:

- Live and taped coverage of East Metro local governments, including city council and planning commission meetings and budget and special hearings as well as the Rockwood Water PUD, and Metro.
- Working with educational partners in East Multnomah County to produce programs on academic and extracurricular activities in local schools, coverage of school board meetings and programs on school safety.
- Working with students from elementary through secondary schools to develop student-produced programming for students of differing abilities and backgrounds.
- The only regular electronic media coverage of East Metro area events and public affairs.
- Fostering citizen involvement through programs such as *Candidate Speak Out*, a live call-in for local candidates, *Community Hotline*, and its Spanish language companion program, *Comunidad*, live programs where community organizations provide information and answer questions about their services.
- Coverage of local community events such as the Gresham Area Chamber of Commerce's public affairs forums, Troutdale's *Summerfest*, Wood Village's *Night Out*, Gresham's *Teddy Bear Parade*, *Senior Showcase*, *Music on the Air* and *Holiday Open Studio*.

HOW WE DO IT

MetroEast provides these services by creating access to technology, training to effectively use that technology and transmission of the programs created over cable channels and on the web. For the past several years, use of MetroEast facilities and hours of programming has continued at high levels. In FY 20013-14, MetroEast anticipates that it will:

- Offer training to 750 people in 150 classes
- Produce and facilitate 4,500 hours of programming by, for and about East Metro, its residents and their concerns and issues
- Have 300 volunteers give 10,000 hours of their time and talents to MetroEast and the community
- Loan equipment to community members who are creating programming for and about the East Metro area for more than 2,200 days
- Provide more than 75 hours of staff assistance and support to the public each week, an annual total of more than 3,900 hours.

PREPARING FOR THE FUTURE

Working with the results of the MHCRC's needs ascertainment and its own survey of East Metro nonprofit public benefit organizations, MetroEast continues to pursue the strategic plan it updated in FY 2012-13. The plan continues MetroEast's high standards of service to the community by adopting new production and transmission technologies and providing training on how to use them. Implementation of the plan began in late 2010 with implementation of new aspects taking place on an almost monthly basis.

MetroEast's strategic plan includes the following strategic directions:

- Collaborating to showcase diverse music, arts and cultures through partnership projects and arts programming distributed on multiple platforms
- Building multimedia literacy in our communities through youth media and community-centered training and volunteer development
- Catalyzing local content across platforms by expanding local content, making use of social media and continuing coverage of local government activities
- Making a difference by finding new and improving existing tools for evaluation
- Promoting MetroEast's services through a branding and communications campaign
- Strengthening the team and the organization through staff, board and resource development

MetroEast pursues these strategic directions through new activities such as providing training and access to new methods of program distribution and production and producing new programs designed to increase public knowledge about the activities of East Metro local governments and our communities.

THE NUMBERS

Overall, the FY 2014-15 budget looks similar to previous years. While MetroEast's financial situation remains sound and has improved markedly from the crisis year of FY 2009-10, the impact of the cuts made then continue, including decreased personnel.

Due to changes in the health insurance market, personnel costs are uncertain but overall personnel costs will increase only moderately in FY 2014-15. MetroEast employees will receive small raises. Despite rapidly increasing benefits costs, personnel expenses for the years from FY 2010-11 through FY 2014-15 will have increased by less than 3% per year.

MetroEast operating expenses will increase due to increased costs for reimbursements of local travel and mileage (6131), telephones due to the increased use of mobile technology, particularly for youth programs, education and training (6061) and to keep staff informed about rapidly changing (6061). Some savings will be recognized in postage (6172), marketing and promotion (6174) and printing (6173). Insurance costs have also increased significantly due to the state geologist's prediction of a major earthquake in the next 10 years.

Capital expenditures for production and maintenance equipment (8060) increased significantly in FY 2012-13 as MetroEast upgraded its facilities and equipment to prepare for high definition (HD) cable casting. Following GAAP guidelines, MetroEast will capitalize some salary and benefits expenses (8092). The annual contribution to the building maintenance fund (8016) increases slightly to account for rising costs and the repayment of non-capital funds used for building construction (8090) increases. After allocating significant funds for the transition to HD in the current fiscal year, MetroEast will resume paying down its building loans. MetroEast's building short- and long-term loans were consolidated in FY 13-14 into a single long-term loan.

MetroEast continues to be financially strong and this budget maintains its history of financial responsibility and stability.

	ACTUAL 2012-13	BUDGET 2013-14	PROPOSED BUDGET 2014-15
INCOME:			
4130 Franchise Fees, Multnomah	\$ 930,790	\$ 927,668	\$ 963,477
4090 Interest	4,937	50	150
4270 Activity Fees/Fees for Service	41,418	15,000	18,000
4200 Other	117,989	6,000	16,000
4172 Capital Funds	756,935	754,700	619,047
4905 Building Loan Reimbursement	91,136	138,383	144,840
4162 Investment Fund Withdrawal	15,000	15,000	22,500
	<u>\$ 1,958,205</u>	<u>\$ 1,856,801</u>	<u>\$ 1,784,014</u>

TOTAL OPERATING INCOME

	ACTUAL 2012-13	BUDGET 2013-14	PROPOSED BUDGET 2014-15
EXPENSES:			
Personnel			
7020 Full-Time Salaries	\$ 555,329	\$ 581,399	\$ 586,667
7030 Part-Time Salaries	109,535	96,935	111,746
7050 Taxes & Fringe Benefits	224,852	217,067	232,804
Total Personal Services	<u>\$ 889,716</u>	<u>\$ 895,401</u>	<u>\$ 931,217</u>

	ACTUAL 2012-13	BUDGET 2013-14	PROPOSED BUDGET 2014-15
Operations			
6020 Accounting	\$17,250	\$ 18,000	\$ 20,000
6041 Consulting	8,567	25,000	25,000
6051 Dues & Subscriptions	9,949	10,000	10,000
6060 Educational Program Acquisition	0	400	400
6061 Education & Training	7,958	4,500	4,500
6062 Business Meals/Related	1,066	1,500	1,500
6064 Events	0	750	1,500
6070 Food	8,777	12,000	13,500
6100 Insurance	21,940	49,000	54,000
6110 Janitorial	5,500	6,500	6,500
6130 Legal	10,478	4,000	4,000
6131 Local Travel & Mileage	2,613	3,000	3,000
6140 Maintenance Supplies	1,028	2,000	2,000
6160 Office Supplies	3,568	4,500	4,500
6161 Operation Supplies	16,435	10,000	14,000
6170 Personnel Recruitment	25	350	350
6171 Phones	9,356	10,000	12,500
6172 Postage	1,828	1,500	2,500
6173 Printing	882	1,200	1,500

6174 Marketing/Promotion	4,056	3,500	3,500
6190 Repairs & Maintenance	23,585	10,000	9,000
6211 Travel	2,674	2,250	2,250
6220 Utilities and Maintenance	30,998	26,000	37,000
6230 Vehicle Maintenance	415	750	750
Total Materials & Services	\$ 188,948	\$ 206,700	\$ 233,750

Capital	ACTUAL 2012-13	BUDGET 2013-14	PROPOSED BUDGET 2014-15
8001 Misc. Debt Expense	\$ 0	\$ 0	\$ 0
8002 Books	48	150	150
8003 Maintenance Supplies	0	500	10,000
8004 Office Supplies	3,603	4,000	4,000
8005 Operation Supplies	7,938	2,500	2,500
8006 Repairs & Maintenance	27,001	9,000	6,000
8007 Media	0	500	4,000
8008 Equipment lease - Debt Reductio	0	0	0
8009 Equipment lease - Interest	0	0	0
8011 Interest Short Term Loans	16,505	18,000	0
8013 Interest Long Term Loan	48,946	56,000	56,854
8014 Debt Reduction - Short Term Loa	0	35,000	0
8015 Debt Reduction - Long Term Loan	32,716	20,000	26,949
8091 Capital Consulting	66,662	52,829	0
8092 Capitalized Wages and Benefits	0	37,735	15,476
8030 Leasehold Improvements	25,609	5,000	10,000
8016 Building Maintenance Fund	13,000	13,500	14,000
8040 Office Equipment	84,222	75,000	75,000
8050 Office Furnishings	2,906	2,500	2,500
8060 Production & Maintenance Equip.	714,468	284,103	246,778
8090 Building Loan Transfer	91,136	138,383	144,840
Total Capital	\$ 1,134,760	\$ 754,700	\$ 619,047

TOTAL OPERATING EXPENSES \$ 2,213,424 \$ 1,856,801 \$ 1,784,014

APPENDIX TWO – ATTACHMENT 2

Date: April 3, 2014
To: MHCRC Finance Committee Chair
CC: Mary Beth Henry, MHCRC Director
Julie Omelchuck, Cable Program Manager
Lisa Faust, PCM Board of Directors, Treasurer
Josh Eddings, OCT Compliance Assistant
From: Cece Hughley Noel, PCM Executive Director

Re: Portland Community Media Budget Submission

Enclosed is the Proposed Operating and Capital Budget for FY 2014-15 approved by the Portland Community Media Board of Directors on March 21, 2014 for review by the MHCRC Finance Committee next week.

There are a few modifications from last year's fiscal budget plan that should be noted.

Budget Assumptions

REVENUE

- Revenue Projections include the aggregated funds from the City of Portland Operations and projected Multnomah West Franchise Fees for FY 2014-15 of \$908,461
- We've reduced the projected contributed income to more realistic targets for next year, down from a planned \$100,000 to \$45,000 based on the current plans for grants applications, donor campaigns and our annual dinner and auction.
- Earned income revenue from workshop fees, video production contracts and special educational contracts are projected at FY 2013-14 levels. This very conservative adjustment takes into consideration the changes we saw in contracts primarily with the City of Portland bureaus and agencies that experienced budget belt tightening in the current year and had an impact on our revenue from those sources.
- Our Capital Budget plan includes the replacement of all production computers, office computers and field camera equipment, which have fully depreciated. We anticipate a Return on Investment upon resale of these items at a conservative estimate of \$20,000.

EXPENSES

- The proposed operating expenses are also a significant variance from last fiscal year and assume cost savings realized in the current year.

- Reductions in utilities due to sustainable energy practices, office equipment leases, professional services and bank fees make up a significant portion of these savings.
- In addition, the \$65-74,000 cost associated with the MHCRC Compliance fee from 2012-13 is also reflected in the smaller anticipated expenses in FY 2014-15.
- Finally, a realistic increase in Fundraising Expenses of \$14,000 is consistent with the costs associated with contributed income efforts; contractors for fundraising and grant writing services , materials for our annual auction and dinner and other costs.

We're looking forward to presenting PCM's Proposed Budget for FY 2014-15 to the MHCRC Finance Committee next week and will be pleased to answer any questions about our plan.

Attachments:

PCM Proposed Ops_Cap Budget FY 2014-15.pdf

PCM Capital Plan Narrative FY 2014-15

Portland Community Media
5/15/14
**FY 2014-15 Operating and Capital Budget
SUMMARY**

	ACTUAL 2012-13	ADOPTED 10/18/13 2013-14	PROPOSED 03/21/2014 2014-15
<u>INCOME</u>			
Grants - Government - G & A	993,129	884,505	908,461
Grants - Government - G & A			
Grants - Yahoo Employee Fdtn	5,000		
Contributions - Individuals - Education			
Contributions - Individuals - Fundraising	12,461	15,000	
Contributions - Business & Corporate-	-	85,000	
CONTRIBUTIONS		100,000	45,000
Fee-for-Service - Workshops -		25,000	
Fee for Service -Distribution -		5,000	
Fee for Service - Production -		30,000	
Fee for Service - Production - Municipal	163,372	95,000	
Fee for Service - Workshops -		20,000	
Fee for Service - Workshops - Youth		25,000	
EARNED INCOME - ALL		200,000	125,000
Activity Fees - Production - Distribution	1,845	-	
Duplication Services - Public Info/Produ	240	2,500	
Media Sales - Distribution	1,786	3,000	
Miscellaneous Income - Distribution	1,102	-	
Miscellaneous Income - G & A		3,000	
MEDIA SALES - MISC. INCOME		8,500	20,000
Indirect Capital Management Fees- Released from Restriction (PEG)		99,400	95,230
TOTAL INCOME	1,178,935	1,600,905	1,193,691
<u>EXPENSES</u>			
Total Payroll, Tax & Fringes	918,253	959,825	92,500
Total Operating Expenses	336,425	385,400	193,350
Fundraising Expenses		3,000	14,000
Total Operating Expenses			
Total Expenses (Combined Personnel/General Operating)	1,254,678	1,348,225	299,850
Net operating income	(75,743)	252,680	893,841
<u>Other Income (Expense)</u>			
Gain/Loss on Sale of Fixed Assets	10,288	5,000	5,000
Interest & Dividends - G & A	304	1,000	1,000
Gain/Loss on sales of Investment	1,185		
TOTAL ALL OTHER INCOME (EXPENSE)	11,777	6,000	6,000
NET Operating Surplus	(63,966)	258,680	899,841

Portland Community Media
5/15/14
**FY 2014-15 Operating and Capital Budget
SUMMARY**

	ACTUAL	ADOPTED	PROPOSED
	2012-13	10/18/13 2013-14	03/21/2014 2014-15
RECONCILIATION TO APPROVED BUDGET			
Transfer to Capital Fund	(83,907)	-	
Bob Hedlund Scholarship	(1,000)	(1,000)	(2,000)
Budgeted Net Income	(148,873)	257,680	897,841
Capital Projects Budget			
<u>Revenue</u>			
PEG Access Grant	978,598	980,830	903,201
Balance of Capital Fund - Carryover	532,074	13,656	76,338
Smart Access Grant Funds	-		
City Hall Upgrade Grant Funds	-		
HD Channel Upgrade Project	-		
Transfer from Operations	-	-	
Total Capital Revenue	1,510,672	994,486	979,539
<u>Capital Project Expenses</u>			
MHCRC Management/Compliance Fee	73,109	64,000	
Building & Building Improvements	7,932	402,396	45,286
Software & Other Intangible Assets	62,819	47,747	44,817
Production Equipment	301,199	221,193	610,665
Office Equipment & Furniture	54,522	7,939	19,370
COMPUTERS	6,738		62,830
Playback Equipment			-
Production Vehicles	414		-
Youth Media Equipment			-
Construction In Progress	734,939		
PCM 10% Management Fee	119,992	99,400	90,300
Capitalized Payroll/Wages	31,244	45,000	15,032
Total Capital Project Expenses	1,392,907	823,675	888,300
SmartAccess Equipments	(108,359)		
City Hall Equipment	(40,490)		
Depreciation (non-cash)	844,698	775,855	775,855
NET CAPITAL SURPLUS (DEFICIT)	(31,084)	170,811	91,239
TOTAL OPERATIONS & CAPITAL INCOME & REVENUE (COMBINED)	2,571,842	2,424,580	2,081,991
TOTAL OPERATIONS & CAPITAL EXPENSES (COMBINED)	2,647,585	2,171,900	1,188,150
NET COMBINED SURPLUS (DEFICIT)	(75,743)	252,680	893,841

A This number is from June 30, 2013 audited Statement of Financial Position (Deferred Grant Revenue)

B The auditor did not take into consideration this is an expense of the capital funding.

PCM Capital Plan: Fiscal Year 2014-15 Projects

FY 2014-15 Goals

The focus of FY 2014-15 is to support existing activities and departments:

1. Acquire new technology to support existing activities (based on long range planning goals);
2. Acquire new technology to support new programmatic activities;
3. Continue with minor facility improvements to staff and public spaces within the facility.

Each capital project accounts for the following GAAP costs: equipment and materials, installation, contractors, testing and initial training. Each project includes contingency.

Capital Projects Budget -- Estimates for FY 2014-15

Building Improvements (Budget: \$45,500)

Ongoing upgrades to staff and public spaces within the facility to improve staff morale, facility function and energy efficiency. This project includes:

- Upgrading existing lighting to LED in staff and public spaces as need is identified;
- Installation of new built-in cabinets in all equipment rooms and storage areas;
- Ongoing facility renovation feasibility planning and implementation.

Business Machines (Budget: \$45,000)

Acquisition of new Apple iMac and laptop computers to support daily business activities.

Closed Captioning (Budget: \$10,000)

Acquisition of closed caption encoder to support community producers and/or production clients who want to include closed caption services (at their own cost) in a program.

Display Devices (Budget: \$35,000)

Improve display devices for onsite and offsite workshops and presentations. Provide more portable options for offsite workshops and presentations. This project includes: classroom monitors, studio floor monitors, lobby monitors, portable mini projector(s), compact portable screen(s).

Dub Station Improvements (Budget: \$7,500)

Install audio mixers to support community producers in copying and encoding live from tape.

Field Production (Budget: \$300,000)

Acquisition of new basic and advanced cameras, tripods and accessories, for all departments, to support training and production of content for air on PCM channels.

Office Equipment and Furniture (Budget: \$5,000)

Acquisition of durable devices to support business function and improve staff morale. Includes purchase of a laminator and small kitchen appliances.

Organization and Efficiency (Budget: \$12,500)

Improve facility organization and efficiency by providing staff with tools and improved storage capacity. Included in this project:

- Acquisition of tool kits for each departmental area;
- Acquisition of rolling storage carts for onsite and offsite transport of equipment and computers;
- Acquisition of new storage bins and systems for equipment rooms.

Outreach Package (Budget: \$2,500)

Equipment to support outreach efforts.

Production Equipment (Budget: \$18,000)

Production equipment in support of established program and department activities. Project includes purchase of microphones, field mixers, studio ladders and other equipment required for onsite or offsite production.

Software and Other Intangibles (Budget: \$5,000)

Software purchases to support existing business, production and training activities in all departments.

Studio Upgrades (Budget: \$250,000)

Ongoing upgrades to improve function and ease of use in Public Access studio facilities. This project includes:

- Acquisition and installation of chromakey cycs and new curtains;
- Acquisition and installation of new CG systems;
- Acquisition and installation of new monitor(s),
- Teleprompter computer and software.

UPS Upgrade (Budget: \$18,000)

Upgrade UPS systems to new models. UPS's provide power conditioning, protection and battery backup for the server room.

Website Development (Budget: \$44,000)

Ongoing development of web accessible tools and apps that expand PCM's ability to serve the community.

PCM Indirect Costs (Budget: \$90,300)

Fee assessed by PCM for indirect costs associated with management of capital projects. (10%)

Projected capital funds for FY 2014-15: \$903,000

Carry forward from FY 2013-14: \$76,338

Total capital funds for FY 2014-15: \$979,338

FY 2014-15 planned projects total: \$952,300



CITY OF TROUTDALE



STAFF REPORT

SUBJECT / ISSUE: A Resolution Providing for Current Fiscal Year 2013-2014 Budget Transfers and Appropriation Changes.

MEETING TYPE:
City Council Regular Mtg.

MEETING DATE: June 24, 2014

STAFF MEMBER: Erich Mueller
DEPARTMENT: Finance

ACTION REQUIRED
Resolution

ADVISORY COMMITTEE/COMMISSION RECOMMENDATION:
Not Applicable

PUBLIC HEARING
No

Comments:

STAFF RECOMMENDATION: Adopt the Budget Transfers resolution as proposed.

EXHIBITS: none

Subject / Issue Relates To:

Council Goals Legislative Other (describe)

Issue / Council Decision & Discussion Points:

- ◆ Funding by transfer of available budgeted contingency appropriations
- ◆ No appropriations increase, just reallocations
- ◆ Routine year end balancing of available budget appropriations
- ◆ Maintains budget compliance and avoids repeat audit findings

Reviewed and Approved by City Manager:

BACKGROUND:

By the end of each fiscal year, many, many changes have occurred in plans, events, and circumstances during the 15 months since the Budget Committee diligently developed the budget. These changes impact actual spending and routinely cause budget variances requiring budget transfers to cover necessary expenditures that were unknown at the time of budget adoption. In aggregate we are under budget, however many individual components are over or under, so we need to shift appropriations around, as expected by the Local Budget Law, to remain in compliance.

Attached is a resolution providing for transfers of existing budget appropriations between departments for the *current* Fiscal Year 2013-2014. The total appropriation level is *not* increased with this resolution, simply shifting from Contingency existing budget from one unit to another.

Some of the transfers result from City Council action during the fiscal year, many are for necessary items unknown during budget adoption, and a few the Finance Director is requesting just as precautionary transfers. As part of the annual audit the auditors compare expenditures to budget appropriations by category and or department. In a previous year I missed transferring available appropriations and was cited in the Audit Report for noncompliance with part of the Local Budget Law.

CODE SPECIALTIES FUND

Budget transfer from Contingency to cover the unanticipated expenses associated with the long term absence of the department head, overtime, and contracted professional services, and other necessary but un-budgeted expenditures to maintain the building inspection services; transferring \$19,874 from Contingency with \$2,000 to **Building Inspections**, \$1,874 to **Electrical Inspections**, and \$16,000 to **Plumbing Inspections**.

GENERAL FUND

Budget transfer of existing appropriations to provide for the changes by CityCounty Insurance Services (CIS) of the premium costs breakout by department providing for accurate service cost allocation, by transferring \$55,000 from the **General Government Department** with \$43,000 to **Police Operations** and \$12,000 to **Police Management**.

Budget transfers from Contingency of \$120,500 to provide appropriations for expenditures funded with revenue which was unknown during budget adoption. Undercover detective vehicle replacement from State SIU forfeiture funding of \$20,000, and State grant for the East Metro Gang Enforcement Officer position funding of \$100,500 both to **Police Operations**.

Budget transfer from Contingency to provide for unanticipated and necessary additional expenses associated with the replacement of manufacturer non-supported non-compliant Taser equipment of \$18,000, court mandated digital fingerprinting equipment replacement for submissions to OSP and FBI criminal data systems of \$5,000, estimated overtime expenses associated with the RHS shooting incident and investigation of \$15,000 and other necessary but un-budgeted expenditures; transferring \$38,000 from Contingency to **Police Operations**.

Budget transfer from Contingency to provide for unanticipated and necessary additional expenses associated with the 257th Avenue traffic safety improvements for radar and speed signboard placements of \$3,500, estimated overtime expenses associated with the RHS shooting incident and investigation of \$5,000 and other necessary but un-budgeted expenditures; transferring \$8,500 from Contingency to **Police Management**.

Budget transfer from Contingency to provide for unanticipated and necessary additional expense of a Multnomah Falls level exhibit sponsor of the Troutdale Historical Society's Historic Columbia River Highway 100th anniversary exhibit transferring \$10,000 from Contingency to **General Government Department**.

Budget transfer from Contingency to provide for unanticipated and necessary additional expenses associated with the final equipment failure of the 17 year old microfiche reader/viewer/printer required for City public records retrieval and other necessary but un-budgeted expenditures transferring \$6,000 from Contingency to **Administration Department**.

A precautionary budget transfer from Contingency to ensure budget compliance for unanticipated and necessary additional expenses associated with required license upgrades and other necessary but un-budgeted expenditures transferring \$5,000 from Contingency to **Information Services Department**.

Budget transfer from Contingency to provide for the unanticipated necessary additional expenses of personnel due process costs, separation settlement and release agreement, and resolution of employment agreement obligations associated with release of the City Attorney, transferring \$72,672 from Contingency to the **Legal Department**.

Budget transfer from Contingency to provide for the unanticipated necessary additional expenses of personnel due process costs, separation settlement and release agreement, and resolution of employment obligations associated with release of the department head, transferring \$34,000 from Contingency to the **Planning Department**.

Budget transfer from Contingency to provide for the unanticipated necessary additional expenses of personnel due process costs, separation settlement and release agreement, and resolution of employment obligations associated with release of the department head, transferring \$23,000 from Contingency to the **Facilities Department**.

URBAN RENEWAL AGENCY

Budget transfer from Contingency to loan funds to the Urban Renewal Agency to cover expenditures for expenses associated with the ongoing brownfield testing and analysis and professional consulting services, transferring \$250,000 from Contingency as a LOAN to the **Urban Renewal Agency**.

The Urban Renewal Agency (URA) has repaid all but \$60,000 of the previous loan from the City. Further the URA may not collect tax increment revenue without outstanding debt. While there is some grant money for the ongoing brownfield work, the URA must pay the costs up front, in addition to local match requirements, and then request reimbursement for cost incurred. Funds are necessary to pay costs in advance of reimbursements.

It is also important to recognize that this is a LOAN from the General Fund, not an expenditure, grant or gift. The General Fund will be REPAYED from the URA collection of tax increment in the coming two fiscal years.

SUMMARY:

The broad types of adjustments are:

- Use of contingency for un-budgeted items, both unanticipated expenses and programs/projects initiated after budget adoption,
- Transfer of existing appropriations budgeted in one department to another department

PROS & CONS:

- A. Approve the Budget Transfers resolution as drafted by staff, to provide funding from Contingency to maintain compliance with the Local Budget Law requirements.
- B. Not approve the Budget Transfers resolution drafted by staff, creating potential violation of the Local Budget Law and expose the City to potential penalties from the Department of Revenue.

Current Year Budget Impacts Yes (*describe*) N/A

First Year: Makes use of a portion of budgeted Contingency. The budget transfers do *not* increase total appropriations for FY 2013-14.

Future Fiscal Impacts: Yes (*describe*) N/A

Future Years: This resolution relates to current year appropriations and has no impact on future year appropriations.

Community Involvement Process: Yes (*describe*) N/A

RESOLUTION NO.

A RESOLUTION PROVIDING FOR CURRENT FY 2013-2014 BUDGET TRANSFERS AND APPROPRIATION CHANGES

THE TROUTDALE CITY COUNCIL FINDS AS FOLLOWS:

1. The budget for FY 2013-2014 was adopted by the City Council on June 11, 2013 by Resolution No. 2212.
2. A budget appropriation transfer is necessary to provide for the changes by CityCounty Insurance Services of the premium costs breakout by department providing for accurate cost allocations for Police services.
3. A budget appropriation transfers is necessary to provide for the additional necessary expenses associated with the personnel due process costs, separation settlement and release agreements, and resolution of employment obligations, which resulted from the independent investigation approved by the Council, and from other Council actions.
4. Budget transfer to provide for unanticipated and necessary additional expense in support of the 100th anniversary of the Historic Columbia River Highway.
5. Budget transfers to provide appropriations for expenditures funded with revenue which was unknown during budget adoption from State SIU forfeiture funding and State grant for the East Metro Gang Enforcement Officer position funding.
6. Budget transfer to provide for unanticipated and necessary additional expenses associated with the replacement of manufacturer non-supported equipment, overtime expenses associated with the RHS shooting incident and investigation, equipment required for court mandated submissions to OSP and FBI criminal data systems, and 257th Avenue traffic safety improvements.
7. Budget transfer to provide for unanticipated and necessary additional expenses associated with the equipment replacement required for City public records retrieval, and a precautionary transfer to ensure budget compliance for unanticipated and necessary additional information systems expenses.
8. A budget appropriation transfer is necessary to provide a loan to the Urban Renewal Agency for the additional necessary expenses associated with the ongoing brownfield testing and analysis and professional consulting services.
9. Budget transfer to provide for unanticipated and necessary additional expenses and other necessary but un-budgeted expenditures to maintain the building inspection services.

10. Appropriation authority is available from budgeted Contingency and that ORS 294.463(2) provides for the transfer of Contingency appropriation and that such transfers may be made within a fund when authorized by official resolution of the governing body.

11. Appropriation authority is available that ORS 294.463(1) provides for the transfer of available appropriations and that such transfers may be made between departments and funds when authorized by official resolution of the governing body.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TROUTDALE:

Section 1. The following appropriation adjustments to the Fiscal Year 2013-2014 Budget are required to provide for unexpected needs or to expend certain funds not anticipated at the time the budget was adopted, and are hereby authorized in accordance with ORS 294.463(1) & (2).

Section 2. The 2013-2014 Budget is adjusted within the General Fund by transfer of existing Contingency appropriation totaling \$567,672 which is allocated to departments as follows: \$72,672 to Legal, \$10,000 to General Government, \$6,000 to Administration, \$5,000 to Information Services, \$20,500 to Police Command, \$201,500 to Police Operations, \$34,000 to Planning, \$23,000 to Facilities, and \$250,000 to Transfers to Other Funds.

Section 3. The 2013-2014 Budget is adjusted within the General Fund by transfer of existing appropriation totaling \$55,000 from the General Government Department, which is allocated to departments as follows: \$12,000 to Police Management, and \$43,000 is allocated to Police Operations.

GENERAL FUND	CURRENT BUDGET	INCEASE / (DECREASE)	REVISED BUDGET
Legal	202,846	72,672	275,518
General Government	420,051	(45,000)	375,051
Administration	597,834	6,000	603,834
Information Services	267,421	5,000	272,421
Police Command	1,036,566	20,500	1,057,066
Police Operations	3,049,025	201,500	3,250,525
Planning	310,438	34,000	344,438
Facilities	397,505	23,000	420,505
Transfers to Other Funds	262,300	250,000	512,300
Contingency	750,000	(567,672)	182,328
All other appropriations	2,935,243	-	2,935,243
Total General Fund Appropriations	10,229,229	-	10,229,229

Such transfers shall cause the appropriation by department within the fund to be increased and appropriated. The net effect of such appropriation transfers are zero.

Section 4. The 2013-2014 Budget is adjusted within the Code Specialities Fund by transfer of existing Contingency appropriation totaling \$19,874 which is allocated to departments as follows: \$2,000 to Building Inspections, \$1,874 to Electrical Inspections, and \$16,000 to Plumbing Inspections.

CODE SPECIALITIES	CURRENT BUDGET	INCEASE/ (DECREASE)	REVISED BUDGET
Building Inspections	187,105	2,000	189,105
Electrical Inspections	62,262	1,874	64,136
Plumbing Inspections	47,379	16,000	63,379
Contingency	19,874	(19,874)	-
All other appropriations	-	-	-
Total Fund Appropriations	316,620	-	316,620

Such transfers shall cause the appropriation by department within the fund to be increased and appropriated. The net effect of such appropriation transfers are zero.

Section 5. Upon adoption, this Resolution shall be effective as of July 1, 2013.

YEAS:
NAYS:
ABSTAINED:

Doug Daoust, Mayor

Date

Debbie Stickney, City Recorder
Adopted:



CITY OF TROUTDALE



STAFF REPORT

SUBJECT / ISSUE: An ordinance amending the Troutdale Municipal Code Chapter 2.20 Committees and Commissions, pertaining to the membership of the Historic Landmarks Commission.

MEETING TYPE:
City Council Regular Mtg.

MEETING DATE: June 24, 2014

STAFF MEMBER: Mayor Daoust
DEPARTMENT: Executive

ACTION REQUIRED
Ordinance - Adoption

ADVISORY COMMITTEE/COMMISSION RECOMMENDATION:
None Forwarded

PUBLIC HEARING
Yes

Comments:

STAFF RECOMMENDATION: Staff has no recommendation. This ordinance is being brought forward by the Council.

EXHIBITS:

None.

Subject / Issue Relates To:

Council Goals Legislative Other (describe)
Promotes additional citizen involvement on our Historic Landmarks Commission.

Issue / Council Decision & Discussion Points:

- ◆ Should the membership of the Historic Landmarks Commission be increased?

Reviewed and Approved by City Manager:

BACKGROUND:

On June 28, 2011 the City Council adopted Ordinance #809 establishing the Historic Landmarks Commission with a membership of 7 residents and electors of the City or Troutdale business owners. During the recruitment process to fill positions on city committees there was an insufficient number of applications received to fill all 7 positions on the Historic Landmarks Commission making it difficult for the Commission to meet quorum requirements to hold meetings. In January 2012 City Council directed staff to bring forward an amendment to the membership of the Historic Landmarks Commission reducing the membership from 7 to 5.

During the last two years the City has experienced an increase in the number of citizens interested in serving on the Historic Landmarks Commission. As a result the City Council would like to increase the membership of the Historic Landmarks Commission to afford an opportunity for more citizen involvement.

Staff is recommending that the membership increase from 5 members to 7. Keeping membership on our committees at an odd number helps to prevent having votes end in a tie.

In order to keep the terms of the members expiring at different times the first term for the two new positions would expire on December 31, 2017. Subsequent terms will be 4 years.

PROS & CONS:

Pros:

- Allows a greater number of citizens an opportunity to get involved in their city by volunteering to serve on city committees.

Cons

- None.

Current Year Budget Impacts <input type="checkbox"/> Yes (<i>describe</i>) <input checked="" type="checkbox"/> N/A
Future Fiscal Impacts: <input type="checkbox"/> Yes (<i>describe</i>) <input checked="" type="checkbox"/> N/A
Community Involvement Process: <input type="checkbox"/> Yes (<i>describe</i>) <input checked="" type="checkbox"/> N/A

ORDINANCE NO.

AN ORDINANCE AMENDING THE TROUTDALE MUNICIPAL CODE CHAPTER 2.20 COMMITTEES AND COMMISSIONS, PERTAINING TO THE MEMBERSHIP OF THE HISTORIC LANDMARKS COMMISSION

THE TROUTDALE CITY COUNCIL FINDS AS FOLLOWS:

1. On June 28, 2011 the City Council adopted Ordinance #809 establishing the Historic Landmarks Commission with a membership of 7 residents and electors of the City or Troutdale business owners.
2. During the recruitment process to fill positions on city committees the City did not receive sufficient number of applications to fill all 7 positions on the Historic Landmarks Commission making it difficult for the Commission to meet quorum requirements to hold meetings. In January 2012 City Council directed staff to bring forward an amendment to the membership of the Historic Landmarks Commission reducing the membership from 7 to 5.
3. During the last two years the City has received a greater number of citizens interested in serving on the Historic Landmarks Commission. As a result the City Council would like to increase the membership of the Historic Landmarks Commission from 5 members to 7 members to afford an opportunity for more citizen involvement.
4. The first term of the two newly created positions (Position #6 and Position #7) will expire on December 31, 2017. Subsequent terms will be 4 years.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TROUTDALE

Section 1. The Troutdale Municipal Code Chapter 2.20 Committees and Commissions is hereby amended in part as follows:

Section 2.20.010(A)(3) Historic Landmarks Commission:

Membership: 7 residents and electors of the City, or Troutdale business owners.

Appointment: Appointment by the City Council. Recommended by the Selection Committee of the City Council and the highest ranking officer of the Historic Landmarks Commission.

Term: 4 years – staggered terms.

Authority: Troutdale Comprehensive Land Use Plan, Goal 5 and Section 2.20.095 of this chapter.

YEAS:
NAYS:
ABSTAINED:

Doug Daoust, Mayor

Date _____

Debbie Stickney, City Recorder

Adopted:

 <h1 style="margin: 0;">CITY OF TROUTDALE</h1> <h2 style="margin: 0;">STAFF REPORT</h2> 	
<p>SUBJECT / ISSUE: An ordinance adopting text amendments to Comprehensive Land Use Plan Goal 14 Urbanization in fulfillment of Periodic Review Task 6.</p>	
<p>MEETING TYPE: City Council Regular Mtg.</p>	<p>MEETING DATE: June 24, 2014</p> <p>STAFF: John Morgan, Consultant</p> <p>DEPARTMENT: Community Development</p>
<p>ACTION REQUIRED Ordinance - Introduction</p> <p>PUBLIC HEARING Yes</p>	<p>ADVISORY COMMITTEE/COMMISSION RECOMMENDATION: Approval</p> <p>Comments: Both the Citizen Advisory Committee and the Troutdale Planning Commission recommend adoption.</p>
<p>STAFF RECOMMENDATION: Adoption.</p>	

<p>EXHIBITS:</p> <ul style="list-style-type: none"> A. Population and Employment Forecasts Matrix B. Planning Commission Findings of Fact and Recommendation of May 18, 2014 including the proposed amended Goal 14 Language.
--

Subject / Issue Relates To:

Council Goals

Legislative

Other (describe)

Issue / Council Decision & Discussion Points:

Its approved periodic review work program governs the tasks the City must complete as part of periodic review. DLCD approved the City's work program on April 15, 2010. The approved work program includes Task 6 that relates to Statewide Planning Goal 14, Urbanization. These tasks relate to adopting the Metro regional population and employment forecasts as required by State law.

The population and employment forecasts are used to guide allocation of land to meet forecasted needs for 20 years and to guide development of transportation and public facility plans to assure adequate sizing of future facilities.

BACKGROUND

The City has been in periodic review since the initial notification from the Oregon Department of Land Conservation and Development (DLCD) on May 20, 2008. Its approved periodic review work program governs the tasks that the City must complete as part of periodic review. DLCD approved the City's work program on April 15, 2010. The approved work program includes tasks related to statewide planning Goal 13, Urbanization. Specifically identified as Task 6 of the work program, the City is required to complete the following tasks:

Periodic Review Task 6 – Population Forecast and Coordination with Metro

As a final task, the city will coordinate with Metro to the extent necessary to obtain an allocation of both projected new jobs and dwelling units that are expected to be accommodated within the city limits. Once available, both twenty-year forecasts for employment and residential uses shall be "point" forecasts, that is, an absolute number as contrasted with a range forecast.

Products:

- Adopt the final Metro Population Forecast allocated to Troutdale in the Comprehensive Plan.
- Adopt new or revised Goal 14 plan policies, maps, and land use regulations as needed.

The Planning Commission recommended Urbanization Section language is attached. This language includes a new section describing the Population forecast purpose and process.

The language also includes a new policy that declares it to be the City policy to use the Metro forecasted population and employment numbers for planning purposes.

For the Council's information only, a compilation of those projections is attached. The proposed amendment does not adopt these specific projections, just the reference to them. The attached compilation of the projections includes data that helps put the projections in context, and provides valuable insight into the projected future of Troutdale. This will help Council understand them before adopting the reference to them. This compilation includes these four elements:

- The population and employment forecasts
- A separate housing forecast, by type
- For comparison sake, the same projections for the adjacent cities; Gresham, Fairview, and Wood Village
- Growth and growth rate percentages over the planning period

The rate information helps point out some of the growth potential and characteristics of Troutdale. The modeling shows an average annual growth rate of 0.3%. Fairview with little land to support growth is only 0.1% while Wood Village and Gresham both grow more than twice as fast as Troutdale at 0.7%.

The housing data shows Troutdale growing with a marginally higher growth rate for multi-family over single family. But the housing growth is very small compared with Gresham where multi-family units will be created at twice the rate as single-family homes and an overall housing unit increase of 34% compared to Troutdale's 15%.

The forecasting shows a 143% increase in employment over the planning period, which is attributed to the north side industrial lands. Fairview also has a large percentage increase while Wood Village is less and Gresham is substantially less.

It appears Troutdale will be creating the bulk of the jobs for the east-side cities and Gresham will be creating the housing.

CITIZEN ADVISORY COMMITTEE RECOMMENDATION:

The Citizen Advisory Committee considered the proposed amendment at its April 2, 2014 meeting. Following a presentation and discussion, the Committee voted unanimously to recommend to the Planning Commission and City Council approval of the proposed amendment.

PLANNING COMMISSION RECOMMENDATION:

The Planning Commission held a hearing and considered the proposed amendment at its May 18, 2014 meeting. Following a presentation and discussion, the Committee voted unanimously to recommend to the City Council approval of the proposed amendment with one change.

The original proposed language read: "For planning purposes, the City shall use Metro's forecasted 2035 population and employment numbers." The Planning Commission voted to remove the reference to the year 2035. This gives more flexibility in the language so the City does not have to change the Comprehensive Plan every time Metro might issue a new projection. It does not change the functional purpose of the policy.

RELEVANT CRITERIA:

Section 15.050 of the Troutdale Development Code establishes the following approval criteria for evaluating comprehensive plan amendments.

1. *For Comprehensive Plan text amendments, compliance with the Statewide Land Use goals and related Administrative Rules.*

Adoption of an updated Urbanization Chapter with updated population and employment forecasts is a required task of the City's periodic review work program. The document has been prepared in accordance with Statewide Land Use Planning Goal 14; therefore, it logically and necessarily satisfies this approval criterion.

2. *Public need is best satisfied by this particular change.*

Public need is best satisfied by the recommended changes. The updated population and employment forecasts do not bind the City to any action, but provide a predictive framework important to making future planning actions.

There was no public comment at the Planning Commission's May 18th public hearing nor were any written comments submitted.

3. *The change will not adversely affect the health, safety and welfare of the community.*

Adoption of this Plan amendment provides further guidance for the City to accommodate future growth and will not adversely affect the health, safety and welfare of the community. The Plan addresses current conditions and future needs in order to foster positive benefits for the community.

4. *In the case of Development Code amendments, the particular change does not conflict with applicable comprehensive plan goals or policies.*

The proposed Plan pertains only to the Comprehensive Plan and not to the Troutdale Development Code; therefore, this criterion does not apply.

PROS & CONS:

Pros:

- Adoption fulfills Periodic Review Task 6
- Forecasts are available to guide future planning for land use and infrastructure

Cons

- None

Current Year Budget Impacts <input type="checkbox"/> Yes (<i>describe</i>) <input checked="" type="checkbox"/> N/A
Future Fiscal Impacts: <input type="checkbox"/> Yes (<i>describe</i>) <input checked="" type="checkbox"/> N/A
City Attorney Approved N/A <input type="checkbox"/> Yes
Community Involvement Process: <input checked="" type="checkbox"/> Yes (<i>describe</i>) <input type="checkbox"/> N/A All meetings before the Citizens Advisory Committee and the Planning Commission were open to the public. No comments from the public at those meetings were received.

CONCLUSIONS:

The proposed amendment fulfills the requirement of Periodic Review Task 6 allowing closure of that part of the City's periodic review process. It also complies with state law requiring all cities to adopt coordinated population projections. In the Metro region those projections are prepared by Metro.

All of the applicable criteria for a Comprehensive Plan amendment are met. Both the Citizen Advisory Committee and Planning Commission recommend approval.

RECOMMENDATION:

It is recommended the Council adopt the attached Ordinance which adopts the findings of fact and language recommendations made by the Planning Commission.

PLANNING COMMISSION
FINDINGS of FACT and RECOMMENDATION
May 28, 2014

**Periodic Review Task 6
Amendment to the Troutdale Comprehensive Land Use Plan
Goal 14 Urbanization**

The Troutdale Planning Commission held a public hearing on May 28, 2014 to take public testimony, and to make a recommendation to the City Council, concerning adoption of a proposed amendment to the Troutdale Comprehensive Land Use Plan relating to Statewide Land Use Goal 14 (Urbanization) as part of Task 6 of the City's Periodic Review Work Program. Having provided the opportunity for the public to express their views on the proposal, the Planning Commission now makes and enters the following findings of fact together with its recommendation to the Council for action.

FINDINGS OF FACT

1. The City has been in periodic review since the initial notification from the Oregon Department of Land Conservation and Development (DLCD) on May 20, 2008. The tasks that the City must complete as part of periodic review are governed by its approved periodic review work program. DLCD approved the City's work program on April 15, 2010.
2. The City's approved work program includes tasks related to statewide planning Goal 14, Urbanization. Specifically identified as Task 6 of the work program, the City is required to prepare and adopt amendments to the Comprehensive Plan Urbanization Chapter updating the policies as appropriate and adopting by reference the Metro Population Forecast allocated to Troutdale in accordance with Statewide Land Use Planning Goal 14, Oregon Administrative Rule 660-011-0010-45, and 660-024-0030.
3. The proposed amendment to Goal 14 of the Comprehensive Plan consists of amendments to the existing text adding reference to the Metro Population Forecasts as the guiding forecasts for planning purposes.
4. The Citizens Advisory Committee met on April 2, 2014 on this matter and recommended approval of Task 6 and the proposed Comp Plan amendment (see Attachment B of the staff report, p. 2).
5. The text amendment satisfies the approval criteria of Troutdale Development Code 15.030

Criterion A.1: For Comprehensive Land Use Plan text amendments, compliance with the Statewide Land Use Goals and related administrative rules.

Adoption of an updated Urbanization Chapter with updated population and employment forecasts is a required task of the City's periodic review work program. The document has been prepared in accordance with Statewide Land Use Planning Goal 14; therefore, it logically and necessarily satisfies this approval criterion.

Criterion A.2: Public need is best satisfied by this particular change.

Public need is best satisfied by the recommended changes. The updated population and employment forecasts do not bind the City to any action, but provide a predictive framework important to making future planning actions.

Criterion A3: The change will not adversely affect the health, safety, and welfare of the community.

Adoption of this Plan amendment provides further guidance for the City to accommodate future growth and will not adversely affect the health, safety and welfare of the community. The Plan addresses current conditions and future needs in order to foster positive benefits for the community.

Criterion A4: In the case of Development Code amendments, the particular change does not conflict with applicable Comprehensive Land Use Plan goals or policies.

The proposed Plan pertains only to the Comprehensive Plan and not to the Troutdale Development Code; therefore, this criterion does not apply.

6. Notice of the public hearing has been provided in accordance with applicable law. A public comment period was opened by the Chair during the hearing before the Planning Commission:

No citizens spoke or submitted written comments at the May 28, 2014 hearing in this matter.

RECOMMENDATION

In view of the above Findings of Fact, the Planning Commission recommends that the Troutdale City Council adopt the proposed text amendment to Goal 14 Urbanization (attached Exhibit A) of the Troutdale Comprehensive Land Use Plan as required by Task 6 of the City's periodic review work program.



Tanne Staffenson, Chair
Troutdale Planning Commission

Date

May 29th 2014

EXHIBIT A

GOAL 14 - URBANIZATION

The City of Troutdale's policy is to provide for an orderly and efficient transition from rural to urban land use and to provide urban services ultimately from Strebin Road to the Columbia River.

TRANSITIONS

The City has signed an Urban Planning Area Agreement (UPAA) with Multnomah County. The City has agreed to provide certain services and coordination of planning for areas north and south of Troutdale which are presently outside the City limits but within the Urban Growth Boundary. The agreement has been in effect since 1979.

CITY BOUNDARIES

The City recognizes the existence of the Urban Growth Boundary (UGB), established by the Columbia Region Association of Governments (CRAG) in 1979, and now administered by the Metropolitan Service District (Metro).

The City also recognizes that the UGB does not include lands south of the present City limits where the City has planned for extension of services. The "Strebin Road Study Area - A Comprehensive Plan Supplement" is a report on this area submitted to CRAG in 1979. The Public Facilities Plan also discusses service provision outside the City limits.

To the north of the present City limits, Troutdale intends to eventually annex to the Columbia River within the UPAA and the UGB.

The City recognizes that Metro has established standards and criteria for reviewing requests for amendment to the UGB.

Oregon Land Use Law (ORS 195.025; 195.036) requires Metro to coordinate its regional population forecasts with local governments inside the UGB for use in updating their comprehensive plans, land use regulations, and related policies. Over a two-year period from October 2010 to October 2012, Metro went through a highly technical analysis process to produce twenty-year population and employment forecasts for the entire Portland metropolitan area based upon expected land supply and demand. Using land use and transportation modeling to match demand with supply, the forecast was then distributed between each of the local jurisdictions in the region. Troutdale's official population forecast for the Year 2035 is 17,038 people and its employment forecast is 10,011 jobs.

The Metro Council adopted the regional forecasts in November 2012. The Oregon Land Conservation and Development Commission requires every local jurisdiction within the Metro

EXHIBIT A

region at the time of periodic review to adopt the final Metro forecast. This ensures consistency by the local jurisdiction when applying population and employment forecasts in subsequent planning work.

POLICIES

1. Provide for orderly and efficient use of the land.
2. Annex those areas within the City's planning area when services are requested.
3. Coordinate land use actions within the Troutdale planning area with Multnomah County.
4. Encourage economy in residential lot sizes, infill development, and extension of the commercial/industrial tax base.
5. Extend city-provided services outside the corporate limits of the City of Troutdale to contiguous or neighboring territory as the City Council shall, from time to time, determine to serve.
6. For planning purposes, the City shall use Metro's forecasted population and employment numbers.

ORDINANCE NO.

AN ORDINANCE ADOPTING UPDATED AND REVISED METRO URBANIZATION POLICIES ALONG WITH UPDATED METRO POPULATION AND EMPLOYMENT PROJECTIONS INTO TROUTDALE COMPREHENSIVE LAND USE PLAN GOAL 14 URBANIZATION, SPECIFIC TO STATEWIDE LAND USE GOAL 14 URBANIZATION, IN FULFILLMENT OF TASK 6 OF THE CITY'S PERIODIC REVIEW WORK PROGRAM

THE TROUTDALE CITY COUNCIL FINDS AS FOLLOWS:

1. The City has been in periodic review since the initial notification from the Oregon Department of Land Conservation and Development (DLCD) on May 20, 2008. The tasks that the City must complete as part of periodic review are governed by its approved periodic review work program. DLCD approved the City's work program on April 15, 2010.
2. The City's approved work program includes tasks related to statewide planning Goal 14, Urbanization. Specifically identified as Task 6 of the work program, the City is required to prepare and adopt amendments to the Comprehensive Plan Urbanization Chapter updating the policies as appropriate and adopting by reference the Metro Population Forecast allocated to Troutdale in accordance with Statewide Land Use Planning Goal 14, Oregon Administrative Rule 660-011-0010-45, and 660-024-0030.
3. The proposed amendment to Goal 14 of the Comprehensive Plan consists of amendments to the existing text adding reference to the Metro Population Forecasts as the guiding forecasts for planning purposes.
4. The Citizens Advisory Committee met on April 2, 2014 on this matter and recommended approval of Task 6 and the proposed Comp Plan amendment (see Attachment B of the staff report, p. 2).
5. The Planning Commission met on May 18, 2014 on this matter, conducted a public hearing, and recommended approval of the proposed Comprehensive Plan amendment language (see Attachment B)
6. The text amendment satisfies the approval criteria of Troutdale Development Code 15.030

Criterion A.1: For Comprehensive Land Use Plan text amendments, compliance with the Statewide Land Use Goals and related administrative rules.

Adoption of an updated Urbanization Chapter with updated population and employment forecasts is a required task of the City's periodic review work program. The document has been prepared in accordance with Statewide Land Use Planning Goal 14; therefore, it logically and necessarily satisfies this approval criterion.

Criterion A.2: Public need is best satisfied by this particular change.

Public need is best satisfied by the recommended changes. The updated population and employment forecasts do not bind the City to any action, but provide a predictive framework important to making future planning actions.

Criterion A3: The change will not adversely affect the health, safety, and welfare of the community.

Adoption of this Plan amendment provides further guidance for the City to accommodate future growth and will not adversely affect the health, safety and welfare of the community. The Plan addresses current conditions and future needs in order to foster positive benefits for the community.

Criterion A4: In the case of Development Code amendments, the particular change does not conflict with applicable Comprehensive Land Use Plan goals or policies.

The proposed Plan pertains only to the Comprehensive Plan and not to the Troutdale Development Code; therefore, this criterion does not apply.

7. Notice of the public hearing has been provided in accordance with applicable law. A public comment period was opened by the Mayor during the hearing before the City Council.
8. No citizens spoke or submitted written comments at the June 10, 2014 hearing in this matter.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TROUTDALE

Section 1. The text of Troutdale Comprehensive Land Use Plan Goal 14 Urbanization is hereby amended to read as shown in Attachment A.

YEAS:
NAYS:
ABSTAINED:

Doug Daoust, Mayor

Date

Debbie Stickney, City Recorder

Adopted:

ATTACHMENT A

GOAL 14 - URBANIZATION

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ATTACHMENT A

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