

TO: City Council for December 21, 2015  
FROM: Mark W. Shepard, P.E., City Manager *MWS*  
DATE: December 15, 2015  
SUBJECT: OSU Intergovernmental Agreement Framework



Action Requested:

Staff recommends Council direct the City Manager and City Attorney to work with Oregon State University to develop a draft Intergovernmental Agreement (IGA) to establish a formal working relationship between the University and City.

Discussion:

Council adopted a goal to renew the working relationship with Oregon State University (OSU). The development of an IGA to identify opportunities and implement solutions to problems is one action item included in the goal.

*City/OSU IGA*

I have been working with senior staff at OSU with guidance from Council Leadership to develop a framework for a City/OSU IGA (attached). There has been good discussion and dialogue in developing the framework and I believe it is an appropriate starting point for the IGA.

Following review and discussion of the framework during the December 21, 2015 Council meeting, staff will make changes proposed by Council and work with the City Attorney to develop a draft IGA. The draft IGA will return to Council for consideration prior to finalization.

The Council goal identified a target date of July 2015 for implementation of the new IGA. The delay in IGA development and implementation rests primarily on me. While the development of the framework was an iterative process between the City and OSU, I was not always able to complete my reviews of the document in a timely manner due to other pressing matters and work load. Once Council approves the framework, it will take coordinated efforts between the City and OSU to develop the draft IGA. It is anticipated that a draft will be forwarded for Council consideration during the first quarter of 2016.

*Other City/OSU Relations Work Efforts*

The City/OSU IGA is only one of multiple efforts that have been underway to support accomplishing the related Council goal.

Interim Development Agreement: Council adopted an Interim Development Agreement with OSU in the spring of 2015. This agreement was the result of negotiations between Council and OSU Leadership. The agreement outlines requirements for parking that OSU must meet as they develop under the existing land use regulations. The Valley Football Center redevelopment is a project that was approved under the interim agreement. The agreement requires minor modification to clarify that it will remain in full force until a new OSU Campus Master Plan is approved. It is anticipated that a draft modified Interim Development Agreement will be included in the December 21, 2015 Council packet for Council review and comment.

Comprehensive Plan and Land Development Code Review: Council initiated a review of the Comprehensive Plan as it relates to OSU and its impacts in the community. At the November 12, 2015 Council Work Session, Council reviewed the work of a Task Force convened to complete the Comprehensive Plan review and provided feedback to staff. At the December 7, 2015 Council Meeting, Council directed staff to initiate the Comprehensive Plan Amendment process by taking the proposed Comprehensive Plan changes, identified by the Task Force and Council comments, to the Planning Commission. This work will launch after the first of the year and will follow the State's prescriptive process.

Review of the Land Development Code (LDC) will follow Council adoption of any changes to the Comprehensive Plan. Changes to the LDC that result from this effort will be considered and adopted by Council prior to OSU submitting a proposed update to their Campus Master Plan.

The City's working relationship with OSU has been improved and strengthened as staff and leadership from both entities have worked together on these issues during the past year. While there is much work to be done, the foundation developed has been positive.

Budget Impact:

There is no budget impact.

Attachment: Draft City/OSU IGA framework

## City of Corvallis-Oregon State University IGA Framework

### Recitals:

- City and OSU mutually desire to enhance the future of the city of Corvallis community and the university by addressing agreed-upon opportunities.
- City and OSU mutually also desire to address consequences associated with matters such as growth.
- City and OSU have made positive strides in addressing some of the issues arising from recent growth occurring at OSU and increased density in nearby campus neighborhoods.
- While progress has been made, community concerns regarding adverse impacts from recent growth at OSU persist and the City and OSU believe those impacts should be addressed collaboratively where possible.
- OSU and City desire to build on recent successes to strengthen communication, working relationships, and coordination of collaborative efforts.
- This IGA will provide a structure for City and OSU to continue working together to address important future opportunities, needs and issues that impact the City, OSU and the Corvallis community.
- Among the issues to be addressed are: community and campus livability, transportation impacts and improvements including traffic and parking; housing; community issues of importance such as climate change and safety.
- Opportunities to be addressed include but are not limited to: cultural and educational enrichment; social justice; diversity; environmental protection and enhancement; and economic development and stability.
- Terms of the IGA will support the respective missions of the City and of OSU;

### Purpose of Agreement

1. Formalize the efforts that the City and OSU have been engaged in over recent years.
2. Facilitate communication between entities.
3. Identify issues and opportunities impacting one or both entities that require action.
4. Prioritization of issues and opportunities to be addressed.
5. Assure equitable cost sharing for initiative work.
6. Assure regular reporting to the City and OSU regarding progress being made to successfully address priority initiatives agreed to by City and OSU.
7. Assure that initiatives are completed to satisfaction of both entities.

### Joint Advisory Committee:

1. City Representation will be: Mayor, Council President, Council Vice President, City Manager, City Attorney and designees assigned by the Mayor with Council concurrence.
2. OSU Representation will be: OSU Vice President for Finance and Administration; OSU Vice President for University Relations and Marketing; OSU Vice Provost for Student Affairs; OSU General Counsel; and designees assigned by OSU.
3. The Joint Advisory Committee will not vote. Each City representative will provide individual recommendations to the City Council.

### **Authority of the Joint Advisory Committee**

1. Joint Advisory Committee members provide advice to the City and OSU and will meet regularly, but not less than twice per calendar year to conduct its business.
2. Joint Advisory Committee will present to the City and OSU a recommended two-year set of priority initiatives; action plans, including respective City and OSU roles and responsibilities; and anticipated measurable outcomes.
3. Authority to accept these initiatives and action plans rests respectively with City Council and OSU.
4. The City and OSU will annually agree on what City and OSU staff assistance are required to provide support for the operational activities of the Joint Advisory Committee. Staff assistance will include support for meetings, including agendas, minutes and meeting location planning and appropriate public notice.
5. Joint Advisory Committee initiatives to be undertaken by City, OSU or both entities will be presented annually by March 1 for approval of implementation to either the City Council, OSU or both.
6. Joint Advisory Committee will present for approval by the City Manager and OSU an overall, not-to-exceed budget by March 1 of each year.
7. Authority to utilize City resources remains with City Council.
8. Authority to utilize University resources remains with OSU.

### **Meetings**

1. Joint Advisory Committee will annually hold a community meeting to provide updates on its activities and initiatives and report outcomes achieved.
2. Joint Advisory Committee will utilize these meetings to receive public input on these activities, initiatives and outcomes, as well as receive public input on proposed future initiatives.
3. Following the community meeting, Joint Advisory Committee will provide within 60 days an update to the City Council and OSU regarding its activities; progress on initiatives; measurable outcomes; budget expenditures; summary of public input received; and next step priorities.
4. The Joint Advisory Committee meetings are to provide direction to staff on issues to present to the respective policy boards (City Council and OSU) and are therefore not subject to provisions of Oregon's Open Meetings Law.

### **Term of IGA**

This IGA shall serve as a perpetual agreement.

### **Modification and Termination**

This agreement can only be modified through a written agreement that both the City and OSU accept.

This agreement can be terminated by either the City or OSU within 180 days without cause by written notification.