



**CORVALLIS
CITY COUNCIL AGENDA**

May 16, 2016

6:30 pm

Public hearing 7:30 pm: Alley Vacation

**Downtown Fire Station
400 NW Harrison Boulevard**

Note: The order of business may be revised at the Mayor's discretion.

COUNCIL ACTION

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. PROCLAMATION / PRESENTATION / RECOGNITION

- A. Proclamation: Sister Cities Month – May 2016
- B. Proclamation: Public Service Recognition Week May 1 to May 7, 2016
- C. Proclamation: National Public Works Week May 15 to May 21, 2016

V. COMMUNITY COMMENTS – This is an opportunity for visitors to address the City Council on subjects not related to a public hearing before the Council. Each speaker is limited to three minutes unless otherwise granted by the Mayor. Visitors' Propositions will continue following any scheduled public hearings, if necessary. **Members of the community wishing to offer comment in advance on topics appearing on any City Council agenda are encouraged to use the public input form at www.corvallisoregon.gov/publicinput.**

VI. CONSENT AGENDA – The following items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member (or a community member through a Council member) so requests, in which case the item will be removed from the Consent Agenda and considered separately. If any item involves a potential conflict of interest, Council members should so note before adoption of the Consent Agenda.

- A. Reading of Minutes
 - 1. City Council Meeting – May 2, 2016
 - 2. City Council Work Session – May 3, 2016

3. For Information and Filing (Draft minutes may return if changes are made by the Board or Commission)
 - a. Downtown Advisory Board – April 13, 2016
 - b. Economic Development Advisory Board – April 11, 2016
 - c. Historic Resources Commission – March 22, 2016
 - c. King Legacy Advisory Board – April 26, 2016
 - d. Library Advisory Board – February 3 and March 2, 2016
 - e. Planning Commission – April 6, 2016

- B. Schedule public hearings for June 6, 2016 to consider 2016-17 State Revenue Sharing and Budget Adoption

- C. Approval of annual liquor license renewals

- D. Schedule a public hearing for June 20, 2016 to consider a Comprehensive Plan Amendment related to Corvallis Station Lots 3 and 4

- E. Announcement of appointments/confirmations to Transportation System Plan Steering Committee (Woodside, Thierheimer) and Community Relations Advisory Group (Harrington)

- F. Acknowledgement of receipt of Majestic Theatre Third Quarter Report

VII. ITEMS REMOVED FROM CONSENT AGENDA

VIII. UNFINISHED BUSINESS

- A. Selection of Planning Commissioners and Historic Resources Commissioners [direction]

- B. Majestic Theatre Fiscal Year 2015-16 Year End Projection [direction]
 A resolution transferring appropriations from General Fund Contingencies to the Parks and Recreation Department Operating budget for Majestic Theatre Operations **to be read by the City Attorney with a motion by Council**

- C. Corvallis Community Access Television Update [information]

IX. ORDINANCES AND RESOLUTIONS

- A. Second Reading: An ordinance relating to Residential Parking Permit Districts, amending Corvallis Municipal Code Sections 6.15.030, "Creation and Designation" and 6.15.040, "Issuance of Permits; Placement of Signs," as amended, **to be read by the City Attorney with no motion by Council** [direction]

- B. A resolution accepting a grant for \$710,392 for the purpose of the Marys River – Crystal Lake Multiuse Path, **to be read by the City Attorney with a motion by Council** [direction]

- C. A resolution transferring appropriations from General Fund Community Development Department to the General Fund City Manager's Office Budget for Council Goals Expenditures, **to be read by the City Attorney with a motion by Council** [direction]

X. NEW BUSINESS

- A. FY 2016-17 United Way Social Services Allocation Recommendations [direction]

XI. MAYOR, COUNCILOR, AND CITY MANAGER REPORTS

- A. Mayor's Reports [information]
- B. Councilor Reports [information]
 - 1. Task Force Updates *Task Force minutes and meeting materials are available from the Archives link on the City's website.*
 - 2. City Council Three-Month Schedule
 - 3. Other Councilor Reports
- C. City Manager Reports [information]
 - 1. City Manager's Report – April 2016

XII. PUBLIC HEARINGS – 7:30 pm

- A. Consideration of an Alley Public Right-of-Way Vacation Request (VAC16-00001) [direction]
 - An ordinance relating to the vacation of alley right-of-way between SW 9th Street and SW 11th Street, from SW Jefferson Avenue to SW Madison Avenue, **to be read by the City Attorney with no motion by Council**

XIII. ADJOURNMENT

If you need special assistance to participate in this meeting, please contact the City Recorder at (541) 766-6901 (for TTY services, dial 7-1-1). Notification at least two business days prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting. (In compliance with the Americans with Disabilities Act, 28 CFR 35.102-35.104 ADA Title I and ORS 192.630(5)).

A Community That Honors Diversity

CITY COUNCIL THREE-MONTH SCHEDULE

5/11/16

Please note agenda items and dates are only proposed and likely to change

Yellow = regular meeting

Red = work session

<ul style="list-style-type: none"> ❖ <u>Regular Council Meeting, Monday, May 16</u> * Public Hearing: Alley Vacation (Public Works) * FY 16-17 Social Services Allocation Recommendations (Community Development) * Historic Resources Commissioner/Planning Commissioner Selection (Council) * Majestic Theatre Budget Recommendations Follow-Up (Parks and Recreation) ❖ <u>Council Work Session, Tuesday, May 17, 3:30-5:30 pm, MAMR</u> <ul style="list-style-type: none"> ➤ Parks, Natural Areas, and Recreation Board Annual Report (Parks and Recreation) ➤ Parks and Recreation Cost Recovery Methodology (Parks and Recreation) ➤ Transportation System Plan Quarterly Update (Public Works) 	<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <th colspan="7" style="background-color: #e0e0e0;">May 2016</th> </tr> <tr> <td>1</td><td style="background-color: yellow;">2</td><td style="background-color: red;">3</td><td>4</td><td>5</td><td>6</td><td>7</td> </tr> <tr> <td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td> </tr> <tr> <td>15</td><td style="background-color: yellow;">16</td><td style="background-color: red;">17</td><td>18</td><td>19</td><td>20</td><td>21</td> </tr> <tr> <td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td> </tr> <tr> <td>29</td><td style="background-color: #cccccc;">30</td><td>31</td><td></td><td></td><td></td><td></td> </tr> <tr> <td colspan="7" style="font-size: small;">* May 30 – Memorial Day holiday</td> </tr> </table>	May 2016							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					* May 30 – Memorial Day holiday						
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<ul style="list-style-type: none"> ❖ <u>Regular Council Meeting, Monday, June 6</u> * Public Hearing: FY 2016-17 Budget and State Revenue Sharing Funds (Finance) * Municipal Judge Contract Addendum ❖ <u>Council Work Session, Tuesday, June 7, 3:30-5:30 pm, MAMR</u> <ul style="list-style-type: none"> ➤ Sustainable Budget Task Force Next Steps (Finance) ➤ Street Maintenance Policy (Public Works) ❖ <u>Regular Council Meeting, Monday, June 20</u> * Public Hearing: Comprehensive Plan Amendment – Corvallis Station Lots 3 and 4 (Community Development) ❖ <u>Council Work Session, Tuesday, June 21, 3:30-5:30 pm, MAMR</u> <ul style="list-style-type: none"> ➤ Bicycle and Pedestrian Advisory Board Annual Report ➤ Community Police Review Advisory Board Annual Report ➤ Municipal Judge Report (Judge Dunfield) ➤ Health Care Advisory Question and Explanatory Statement (City Attorney) 	<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <th colspan="7" style="background-color: #e0e0e0;">June 2016</th> </tr> <tr> <td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td> </tr> <tr> <td>5</td><td style="background-color: yellow;">6</td><td style="background-color: red;">7</td><td>8</td><td>9</td><td>10</td><td>11</td> </tr> <tr> <td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td> </tr> <tr> <td>19</td><td style="background-color: yellow;">20</td><td style="background-color: red;">21</td><td>22</td><td>23</td><td>24</td><td>25</td> </tr> <tr> <td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td></td><td></td> </tr> </table>	June 2016										1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30									
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<ul style="list-style-type: none"> ❖ <u>Regular Council Meeting, Tuesday, July 5</u> ❖ <u>Council Work Session, Wednesday, July 6, 3:30-5:30 pm, MAMR</u> <ul style="list-style-type: none"> ➤ Budget Commission Annual Report ➤ Economic Development Advisory Board Annual Report ➤ Economic Development Update (City Manager) ❖ <u>Regular Council Meeting, Monday, July 18</u> * Public Hearing: Lawndale Annexation (Community Development) ❖ <u>Council Work Session, Tuesday, July 19, 3:30-5:30 pm, MAMR</u> 	<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <th colspan="7" style="background-color: #e0e0e0;">July 2016</th> </tr> <tr> <td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td> </tr> <tr> <td>3</td><td style="background-color: #cccccc;">4</td><td style="background-color: yellow;">5</td><td style="background-color: red;">6</td><td>7</td><td>8</td><td>9</td> </tr> <tr> <td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td> </tr> <tr> <td>17</td><td style="background-color: yellow;">18</td><td style="background-color: red;">19</td><td>20</td><td>21</td><td>22</td><td>23</td> </tr> <tr> <td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td></td><td></td> </tr> <tr> <td colspan="7" style="font-size: small;">* July 4 – Independence Day holiday</td> </tr> </table>	July 2016												1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28			* July 4 – Independence Day holiday						
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<p><u>PENDING ITEMS TO BE SCHEDULED</u></p> <ul style="list-style-type: none"> * OSU-Related Comprehensive Plan Amendment (Community Development) * Willamette Business Park Public Hearing (Community Development) 																																																		

**Regular Council Meetings: Fire Station, 400 NW Harrison Blvd.
 Work Sessions: MAMR (Madison Avenue Meeting Room), 500 SW Madison Ave.**



Office of the Mayor
 501 SW Madison Avenue
 P.O. Box 1083
 Corvallis, OR 97339-1083
 (541) 766-6985
 FAX: (541) 766-6780
 e-mail: mayor@council.ci.corvallis.or.us

PROCLAMATION
CORVALLIS SISTER CITIES MONTH
MAY 2016

WHEREAS, The Sister City Program, administered by Sister Cities International, was initiated by President Eisenhower in 1956 to encourage greater friendship and understanding between the United States and other nations through direct, personal contact; and

WHEREAS, The City of Corvallis formed Sister City relationships with Uzhhorod, Ukraine, and Gondar, Ethiopia, in 1989 and 2005, respectively; and

WHEREAS, Corvallis and the Sister Cities join together in a gesture of friendship and goodwill, agreeing to collaborate for the mutual benefit of their communities; and

WHEREAS, During May as Corvallis Sister Cities Month, members of the two Sister Cities Councils will promote their work at the Public Library and at the Saturday Market, host a mayoral delegation from Ukraine, conduct a membership drive, facilitate a discussion about water issues in Gondar, conduct a “Walk for Water” 5K for water projects in Gondar, sell hanging flower baskets to raise money for Uzhhorod projects and celebrate the association's work at various other events in town.

NOW, THEREFORE, I, Biff Traber, Mayor of the City of Corvallis, do hereby proclaim **May 2016** as **Corvallis Sister Cities Month** in the City and encourage all citizens to join in supporting peace to prevail in Ukraine, quality of life to improve in Ethiopia, and sustainability of the Corvallis Sister City Association’s projects and activities in both sister cities.

Biff Traber, Mayor

Date



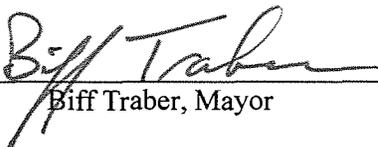
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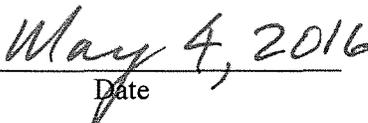
PROCLAMATION

PUBLIC SERVICE RECOGNITION WEEK

May 1 - 7, 2016

- WHEREAS, Local, state and federal government employees contribute significantly to the quality of life of the American people; these women and men, with their commitment to excellence and diversity of skills, are an invaluable resource; and
- WHEREAS, Corvallis is served by more than 400 employees who are dedicated to exceptional public service which helps to keep the City of Corvallis strong and a wonderful place in which to work and live; and
- WHEREAS, Public Service is a noble calling involving a wide variety of challenging and rewarding professions; many municipal employees take not just jobs, but oaths, and risk their lives serving their community; and
- WHEREAS, Municipal employees take their mission seriously to serve residents' desire for community livability and ever-improving sustainable practices through their everyday work performing plan reviews, maintaining beautiful parks and safe recreation facilities, serving senior citizens, providing diverse library programs, responding to emergencies and saving lives, inspecting buildings and developments, ensuring a safe and positive work environment, providing a safe and clean water supply, maintaining and supporting a City infrastructure, and creating and supporting a sustainable budget; and
- WHEREAS, Without these public employees at every level, there could be no continuity in a democracy such as ours which regularly changes its leaders and elected officials.
- NOW, THEREFORE, I, Biff Traber, Mayor of Corvallis, Oregon, do hereby proclaim **May 1 - 7, 2016**, as **Public Service Recognition Week** in the City and urge all citizens to acknowledge the accomplishments and contributions of public employees at the Federal, State, County, and City levels – and particularly our local municipal employees.


 Biff Traber, Mayor


 Date



Office of the Mayor

501 SW Madison Avenue

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PROCLAMATION

NATIONAL PUBLIC WORKS WEEK

MAY 15 – 21, 2016

WHEREAS, Public Works services provided in our community are an integral part of our community members' everyday lives; and

WHEREAS, The sustainability of our community's natural environment is directly impacted by Public Works activities; and

WHEREAS, The support of an understanding and informed community member is vital to the efficient operation of public works systems and programs such as water, wastewater, storm water, streets, bicycle and pedestrian facilities, transit, airport, communications, engineering, and public buildings; and

WHEREAS, The health, safety, comfort, and quality of life of this community greatly depend on these systems, programs, facilities and services; and

WHEREAS, The quality and effectiveness of these services, as well as the planning, design and construction of facilities and infrastructure, is dependent upon the efforts and skill of public works officials; and

WHEREAS, The efficiency of the qualified and dedicated personnel who staff public works departments is materially influenced by community members' attitudes and understanding of the importance of the work they perform.

NOW, THEREFORE, I, Biff Traber, Mayor of the City of Corvallis, do hereby proclaim **May 15 – 21, 2016,** as **National Public Works Week** in Corvallis and I call upon all community members and civic organizations to recognize the contribution which public works professionals, engineers, managers, and field crews make every day to our health, safety, comfort, and quality of life.

Biff Traber, Mayor

Date

A Community That Honors Diversity

TO: City Council for May 16, 2016
FROM: Nancy Brewer, Finance Director *NB*
DATE: May 3, 2016
THROUGH: Mark W. Shepard, P.E., City Manager *MWS*
SUBJECT: Schedule Public Hearings for State Revenue Sharing and Budget Adoption



Action Requested:

Staff recommends Council schedule public hearings for the use of State Revenue Sharing monies and to adopt the FY 16-17 budget on June 6, 2016 at 7:30 PM.

Discussion:

State law requires the City Council to hold public hearings on the use of State Revenue Sharing monies and to adopt a budget before June 30 each year. The Budget Commission completed its work and recommendations on both subjects on April 28, 2016.

Budget Impact:

None.

TO: Mayor and City Council for May 16, 2016
FROM: Nancy Brewer, Finance Director NB
DATE: April 22, 2016
THROUGH: Mark W. Shepard, P.E., City Manager MWS
SUBJECT: Annual Liquor License Renewal



Action Requested:

Staff recommends City Council adopt a favorable recommendation for all liquor license renewal applications.

Discussion:

The OLCC conducts an annual renewal process for all liquor licenses issued in the state. OLCC sends a list of licensees that are eligible for renewal to the City in April. Upon receipt, the City has sixty days to make a recommendation to the OLCC concerning renewal of the licenses. At the end of sixty day period, if there is not a recommendation for a license, the OLCC processes the renewal as if it received a favorable recommendation.

The City conducts an investigation on all renewal applications which includes review by the Fire Department (CFD) for compliance with fire code and by Community Development (CD) for compliance with building and sign codes. The Corvallis Police Department (CPD) investigates each applicant for any criminal activity or alcohol related problems associated with the business during the prior year. CPD submits an internal report to Finance addressing any outstanding issues and makes their recommendation going forward. Finance staff compile the recommendations and report to Council.

Even though Council is requested to review license applications, Council has limited authority in the actions it can take. The OLCC is not required to abide by Council's recommendations, but the OLCC does carefully consider Council's recommendations.

Budget Impact:

Annual liquor license renewal applications generate about \$5,000 for the General Fund.

Memorandum
April 19, 2016

To: Cord Wood, Lieutenant
Corvallis Police Department

From: Tony Krieg, Customer Services/Risk Manager *AK*
Finance Department

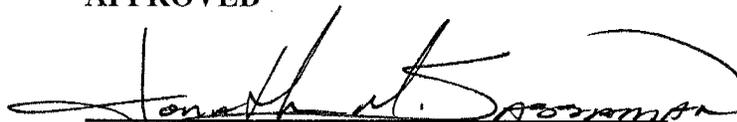
Subject: Annual Liquor License Renewals

Attached is the list of all current liquor licenses due for annual renewal which we received from the Oregon Liquor Control Commission (OLCC). The staff report is scheduled for the May 16, 2016 City Council meeting.

If the Police Department recommends renewal for all licensees, please have Chief Sassaman sign this memo and return it by April 26, 2016. Should you have any negative recommendations, please list the businesses below and provide us with written documentation detailing the reasons for the denial.

If you need any additional information on the liquor licenses or have questions about the process, please feel free to contact me at ext. 5064.

APPROVED


Jon Sassman, Chief of Police

Date: 4-20-16

NEGATIVE RECOMMENDATIONS:

District 3 Renewals

CORVALLIS

Page 1

License No./ Premises No.	Tradenname/Licensee/License Type	Premises Address & Phone	Premises Mailing Address
Lic. 221346 Prem. 4018	26TH STREET SUPERETTE BROOKE Y. YIM O - OFF-PREMISES SALES	2531 MONROE ST NW CORVALLIS, OR 97330 541-758-0830	
Lic. 221580 Prem. 24535	5TH ST GROWLERS VV ENTERPRISES LLC L - LIMITED ON-PREMISES SALES	211 SW FIFTH CORVALLIS, OR 97333 541-754-7827	
Lic. 222369 Prem. 4055	7-ELEVEN STORE #2363-14520E BALLY ENTERPRISES INC O - OFF-PREMISES SALES	746 NW KINGS BLVD CORVALLIS, OR 97330 541-757-9512	PO BOX 219088 DALLAS, TX 75221
Lic. 222364 Prem. 4056	7-ELEVEN STORE #2363-17105E NOOR ENTERPRISES INC O - OFF-PREMISES SALES	2641 NW 9TH CORVALLIS, OR 97330 541-754-1173	PO BOX 219088 DALLAS, TX 75221
Lic. 222341 Prem. 9255	7-ELEVEN STORE #2363-22935C ARMAAN ENTERPRISES INC O - OFF-PREMISES SALES	2405 SE THIRD ST CORVALLIS, OR 97330 541-758-5300	PO BOX 219088 DALLAS, TX 75221
Lic. 221835 Prem. 11188	AMERICAN DREAM PIZZA SCOTIAN INC F-COM - FULL ON-PREMISES SALES	2525 NW MONROE ST CORVALLIS, OR 97330 541-757-1713	
Lic. 220998 Prem. 38315	AMERICAN DREAM PIZZA & CROWBAR MAGELA INC F-COM - FULL ON-PREMISES SALES	214 SW 2ND CORVALLIS, OR 97333 541-753-7373	
Lic. 222181 Prem. 25373	AOMATSU JAPANESE RESTAURANT AOMATSU RESTAURANT INC L - LIMITED ON-PREMISES SALES	122 NW 3RD ST CORVALLIS, OR 97330 541-752-1410	
Lic. 219848 Prem. 42480	APPLEBEE'S NEIGHBORHOOD GRILL & BAR APPLE OREGON LLC F-COM - FULL ON-PREMISES SALES	115 NE FOUR ACRE PL CORVALLIS, OR 97330 541-758-2204	PO BOX 507 WEST LINN, OH 97068
Lic. 219880 Prem. 37973	BAJA FRESH CORVALLIS FRESH LLC L - LIMITED ON-PREMISES SALES	845 NW 9TH ST CORVALLIS, OR 97330 541-908-1357	
Lic. 222773 Prem. 46834	BEER 30 EDWARDS RETAIL INC L - LIMITED ON-PREMISES SALES	1835 SE 3RD ST CORVALLIS, OR 97333 541-230-1720	4937 SW ROSEBERRY CORVALLIS, OR 97333
Lic. 222795 Prem. 46834	BEER 30 EDWARDS RETAIL INC O - OFF-PREMISES SALES	1835 SE 3RD ST CORVALLIS, OR 97333 541-230-1720	4937 SW ROSEBERRY CORVALLIS, OR 97333
Lic. 235942 Prem. 50236	BELLA VINO GIFT BASKETS BELLA VINO GIFT BASKETS LLC O - OFF-PREMISES SALES	5095 SW HILLVIEW AVE CORVALLIS, OR 97333 503-949-1602	
Lic. 221025 Prem. 24396	BIG RIVER RESTAURANT & BAR MAL MAC INC F-COM - FULL ON-PREMISES SALES	101 NW JACKSON ST CORVALLIS, OR 97330 541-757-0694	
Lic. 220093 Prem. 4023	BI-MART #604 BI-MART CORP O - OFF-PREMISES SALES	2045 N 9TH ST CORVALLIS, OR 97330 541-752-7156	PO BOX 2310 EUGENE, OR 97402

District 3 Renewals

CORVALLIS

Page 2

<u>License No./ Premises No.</u>	<u>Tradename/Licensee/License Type</u>	<u>Premises Address & Phone</u>	<u>Premises Mailing Address</u>
Lic. 220108 Prem. 27394	BI-MART #639 BI-MART CORP O - OFF-PREMISES SALES	1555 SW 53RD ST CORVALLIS, OR 97330 541-758-2256	PO BOX 2310 EUGENE, OR 97402
Lic. 219980 Prem. 43163	BLOCK 15 BLOCK 15 BREWING COMPANY INC F-COM - FULL ON-PREMISES SALES	300 SW JEFFERSON CORVALLIS, OR 97330 541-758-2077	
Lic. 222136 Prem. 43164	BLOCK 15 BLOCK 15 BREWING COMPANY INC BP - BREWERY - PUBLIC HOUSE	300 SW JEFFERSON ST CORVALLIS, OR 97330 541-758-2077	
Lic. 223811 Prem. 54457	BLOCK 15 BREWERY & TAP ROOM BLOCK 15 BREWING COMPANY INC BP - BREWERY - PUBLIC HOUSE	3415 SW DESCHUTES ST CORVALLIS, OR 97333 541-758-2077	300 SW JEFFERSON AVE CORVALLIS, OR 97333
Lic. 219943 Prem. 50324	BLUE SKY CHINESE RESTAURANT BLUE SKY RESTAURANT LLC L - LIMITED ON-PREMISES SALES	5275 SW PHILOMATH BLVD CORVALLIS, OR 97333 541-752-7528	3381 NW BUTTERCUP DR CORVALLIS, OR 97330
Lic. 221017 Prem. 20700	BOMBS AWAY CAFE MANHATTAN PROJECT INC F-COM - FULL ON-PREMISES SALES	2527 NW MONROE AVE CORVALLIS, OR 97330 541-757-7221	
Lic. 222757 Prem. 50608	BUFFALO WILD WINGS GRILL & BAR WINGMEN V LLC F-COM - FULL ON-PREMISES SALES	1820 NW 9TH ST CORVALLIS, OR 97330 541-207-3066	111 W 39TH ST VANCOUVER, WA 98660
Lic. 222778 Prem. 44196	CAFE YUMM #100007 NAMASTE CUISINE LLC L - LIMITED ON-PREMISES SALES	2001 NW MONROE AVE #109 CORVALLIS, OR 97330 541-602-5341	3525 NE MANCHESTER ST CORVALLIS, OR 97330
Lic. 220073 Prem. 52436	CARMIKE 12 CARMIKE CINEMAS INC L - LIMITED ON-PREMISES SALES	750 NE CIRCLE BLVD CORVALLIS, OR 97330 541-753-3810	PO BOX 391 COLUMBUS, GA 31902
Lic. 220900 Prem. 48801	CAVES LES CAVES INC F-COM - FULL ON-PREMISES SALES	308 SW 3RD ST CORVALLIS, OR 97333 541-286-4473	
Lic. 220901 Prem. 48801	CAVES LES CAVES INC O - OFF-PREMISES SALES	308 SW 3RD ST CORVALLIS, OR 97333 541-286-4473	
Lic. 222129 Prem. 7007	CHINA BLUE RESTAURANT HEALTHY FOOD INC L - LIMITED ON-PREMISES SALES	2307 NW 9TH ST CORVALLIS, OR 97330 541-757-8088	
Lic. 220715 Prem. 9508	CHINA DELIGHT RESTAURANT J & E ORIENTAL LLC F-COM - FULL ON-PREMISES SALES	325 NW 2ND ST CORVALLIS, OR 97330 541-753-3753	
Lic. 220102 Prem. 44525	CHIPOTLE MEXICAN GRILL #1199 CHIPOTLE MEXICAN GRILL INC F-COM - FULL ON-PREMISES SALES	2501 NW MONROE AVE CORVALLIS, OR 97330 541-753-4026	1401 WYNKOOP ST #500 DENVER, CO 80202
Lic. 222699 Prem. 50095	CIBELLI'S PIZZA CIBELLI'S INC L - LIMITED ON-PREMISES SALES	820 NW 9TH ST #101 CORVALLIS, OR 97330 541-610-9098	1950 SW BADGER AVE #108 REDMOND, OR 97756

District 3 Renewals

CORVALLIS

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Lic. 220008 Prem. 4024	CIRCLE K STORE #1022 CIRCLE K STORES INC O - OFF-PREMISES SALES	1900 SW THIRD CORVALLIS, OR 97333 541-752-8312	255 E RINCON ST #100 CORONA, CA 92879
Lic. 220007 Prem. 4025	CIRCLE K STORE #292 CIRCLE K STORES INC O - OFF-PREMISES SALES	1467 NW MONROE CORVALLIS, OR 97330 541-753-4923	255 E RINCON ST #100 CORONA, CA 92879
Lic. 223020 Prem. 9323	CIRELLO'S PIZZA B@ES LLC L - LIMITED ON-PREMISES SALES	919 NW CIRCLE BLVD SUITE F CORVALLIS, OR 97330 541-754-9199	
Lic. 220023 Prem. 9737	CLODFELTER'S C D E LTD F-COM - FULL ON-PREMISES SALES	1501 NW MONROE CORVALLIS, OR 97330 541-758-4452	
Lic. 222842 Prem. 28469	CLOUD & KELLY'S PUBLIC HOUSE CLOUD 9 LLC F-COM - FULL ON-PREMISES SALES	126 SW FIRST ST CORVALLIS, OR 97333 541-753-9900	
Lic. 220495 Prem. 44624	COFFEE CULTURE FAMILY COFFEE COMPANY LLC O - OFF-PREMISES SALES	1195 NW KINGS BLVD CORVALLIS, OR 97330 541-753-3030	
Lic. 220497 Prem. 44625	COFFEE CULTURE FAMILY COFFEE COMPANY LLC L - LIMITED ON-PREMISES SALES	1195 NW KINGS BLVD CORVALLIS, OR 97330 541-753-3030	
Lic. 220326 Prem. 53210	COMFORT SUITES CORVALLIS GV HOSPITALITY LLC O - OFF-PREMISES SALES	1730 NW 9TH ST CORVALLIS, OR 97330 541-753-4320	
Lic. 232088 Prem. 3498	CORVALLIS COUNTRY CLUB CORVALLIS COUNTRY CLUB INC F-COM - FULL ON-PREMISES SALES	1850 SW WHITESIDE DR CORVALLIS, OR 97330 541-752-3471	6080 CENTER DR #500 LOS ANGELES, CA 90045
Lic. 224160 Prem. 50022	CORVALLIS GROCERY OUTLET EMBY FOODS INC O - OFF-PREMISES SALES	1755 NW 9TH ST #110 CORVALLIS, OR 97330 541-752-3045	
Lic. 220068 Prem. 4028	CORVALLIS MARKET #2 CORVALLIS MARKET #2 INC O - OFF-PREMISES SALES	1621 NW 9TH ST CORVALLIS, OR 97330 541-619-8175	
Lic. 221577 Prem. 28838	CORVALLIS SPORTS PARK CORVALLIS SPORTS PARK LLC L - LIMITED ON-PREMISES SALES	175 SW TWIN OAKS CIR CORVALLIS, OR 97333 541-757-0776	
Lic. 226736 Prem. 54750	DAM GROWLERS DAM GROWLERS LLC O - OFF-PREMISES SALES	108 NW 16TH CORVALLIS, OR 97333 541-231-4486	211 SW 5TH ST CORVALLIS, OR 97333
Lic. 220454 Prem. 14454	DARI MART STORE #13 DARI-MART STORES INC O - OFF-PREMISES SALES	440 SW WESTERN BLVD CORVALLIS, OR 97330 541-758-1422	125 E 6TH AVE JUNCTION CITY, OR 97448
Lic. 222202 Prem. 41322	DEDE'S CJ EATERIES LLC L - LIMITED ON-PREMISES SALES	1786 NW 9TH CORVALLIS, OR 97330 541-434-2486	701 HIGH ST, #200 EUGENE, OR 97401

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Lic. 219938 Prem. 41508	DEL ALMA CRAZY MOON HOSPITALITY GROUP LLC F-COM - FULL ON-PREMISES SALES	136 SW WASHINGTON #101 #102 #102A CORVALLIS, OR 97333 541-753-2222	136 SW WASHINGTON #102 CORVALLIS, OR 97333
Lic. 219939 Prem. 41508	DEL ALMA CRAZY MOON HOSPITALITY GROUP LLC O - OFF-PREMISES SALES	136 SW WASHINGTON #101 #102 #102A CORVALLIS, OR 97333 541-753-2222	136 SW WASHINGTON #102 CORVALLIS, OR 97333
Lic. 220440 Prem. 4032	EL SOL DE MEXICO DE LA CRUZ & MAGANA INC F-COM - FULL ON-PREMISES SALES	1597 NW 9TH ST CORVALLIS, OR 97330 541-752-9299	
Lic. 220267 Prem. 3499	ELKS LODGE #1413 CORVALLIS ELKS LODGE #1413 CORVALLIS F-CLU - FULL ON-PREMISES SALES	1400 NW 9TH ST CORVALLIS, OR 97330 541-758-0222	
Lic. 220899 Prem. 7506	ELMER'S BREAKFAST LUNCH DINNER LUPA INC L - LIMITED ON-PREMISES SALES	1115 NW 9TH ST CORVALLIS, OR 97330 541-757-6690	1011 FERNWOOD PL CORVALLIS, OR 97330
Lic. 223505 Prem. 47119	EPIC DAY SPA EPIC SPA LLC L - LIMITED ON-PREMISES SALES	517 SW 2ND ST CORVALLIS, OR 97330 541-257-2140	
Lic. 222521 Prem. 28599	EVERGREEN SO & NO INDIAN CUISINE EVERGREEN S & N INDIAN CUSN LLC L - LIMITED ON-PREMISES SALES	136 SW 3RD STREET CORVALLIS, OR 97333 541-754-7944	
Lic. 222571 Prem. 36344	FIRE WORKS RESTAURANT & BAR NATURAL GOURMET EATERY INC F-COM - FULL ON-PREMISES SALES	1115 SE 3RD CORVALLIS, OR 97333 541-754-6958	PO BOX 1259 CORVALLIS, OR 97339
Lic. 222255 Prem. 14849	FIRST ALTERNATIVE COOPERATIVE FIRST ALTERNATIVE COOPERATIVE O - OFF-PREMISES SALES	1007 SE THIRD ST CORVALLIS, OR 97333 541-753-3115	
Lic. 222254 Prem. 4029	FIRST ALTERNATIVE COOPERATIVE NORTH FIRST ALTERNATIVE COOPERATIVE O - OFF-PREMISES SALES	1055 NW GRANT CORVALLIS, OR 97330 541-452-3115	
Lic. 224272 Prem. 47090	FLAT TAIL BREWING DK3 LLC BP - BREWERY - PUBLIC HOUSE	202 SW 1ST ST SUITE B CORVALLIS, OR 97333 541-740-6339	
Lic. 224273 Prem. 46575	FLAT TAIL PUB DK3 LLC F-COM - FULL ON-PREMISES SALES	202 SW 1ST ST SUITE A CORVALLIS, OR 97333 541-758-2229	
Lic. 220526 Prem. 49470	FORKS AND CORKS CATERING FORKS AND CORKS CATERING LLC F-CAT - FULL ON-PREMISES SALES	1324 NW 9TH ST CORVALLIS, OR 97330 541-829-3832	
Lic. 220537 Prem. 4033	FRED MEYER #070 FRED MEYER STORES INC O - OFF-PREMISES SALES	777 NW KINGS BLVD CORVALLIS, OR 97330 503-797-7134	PO BOX 305103 NASHVILLE, TN 37230
Lic. 222124 Prem. 42022	HARRISON BAR & GRILL YEUNG'S INVESTMENT INC F-COM - FULL ON-PREMISES SALES	550 HARRISON BLVD NW CORVALLIS, OR 97330 541-754-1017	

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Lic. 222125 Prem. 42022	HARRISON BAR & GRILL YEUNG'S INVESTMENT INC L - LIMITED ON-PREMISES SALES	550 HARRISON BLVD NW CORVALLIS, OR 97330 541-754-1017	
Lic. 221874 Prem. 9869	HIGHLAND BOWL S & J BOWLING LLC F-COM - FULL ON-PREMISES SALES	2123 NW 9TH ST CORVALLIS, OR 97330 541-753-6161	
Lic. 219870 Prem. 37567	HILTON GARDEN INN / STADIUM GRILL CORVALLIS HOSPITALITY LLC F-COM - FULL ON-PREMISES SALES	2500 SW WESTERN BLVD CORVALLIS, OR 97339 541-752-5000	201 5TH AVE S #200 EDMONDS, WA 98020
Lic. 219872 Prem. 37567	HILTON GARDEN INN / STADIUM GRILL CORVALLIS HOSPITALITY LLC O - OFF-PREMISES SALES	2500 SW WESTERN BLVD CORVALLIS, OR 97339 541-752-5000	201 5TH AVE S #200 EDMONDS, WA 98020
Lic. 232466 Prem. 24496	HOUSE OF BREWS HOB1 LLC F-COM - FULL ON-PREMISES SALES	140 NW THIRD ST SUITE B CORVALLIS, OR 97333 541-368-5340	
Lic. 223207 Prem. 45941	IMPULSE BAR & GRILL SEBASTIAN GALLEGOS F-COM - FULL ON-PREMISES SALES	1425 NW MONROE AVE SUITE M CORVALLIS, OR 97330 541-230-1114	
Lic. 232390 Prem. 4027	IZZY'S PIZZA CORVALLIS CHILAC INC L - LIMITED ON-PREMISES SALES	2475 NW 9TH ST CORVALLIS, OR 97330 541-757-1156	5251 N COAST HWY 101 NEWPORT, OR 97365
Lic. 220743 Prem. 52173	JACKSONS #110 JACKSONS FOOD STORES INC O - OFF-PREMISES SALES	2075 NW CIRCLE BLVD CORVALLIS, OR 97330 541-766-8190	3450 COMMERCIAL CT MERIDIAN, ID 83642
Lic. 220744 Prem. 20276	JACKSONS FOOD STORES #111 JACKSONS FOOD STORES INC O - OFF-PREMISES SALES	1334 NW NINTH ST CORVALLIS, OR 97330 208-884-6658	3450 COMMERCIAL CT MERIDIAN, ID 83642
Lic. 220107 Prem. 8399	JADE GARDEN CHEN'S JADE INC F-COM - FULL ON-PREMISES SALES	503 SW 3RD ST CORVALLIS, OR 97333 541-752-7455	
Lic. 224363 Prem. 54643	K KARAOKE ZW VILLAGE LLC L - LIMITED ON-PREMISES SALES	1849 NW 9TH ST CORVALLIS, OR 97330 541-968-8198	
Lic. 220771 Prem. 21500	KING TIN RESTAURANT KING TIN CORP L - LIMITED ON-PREMISES SALES	1857 NW 9TH ST CORVALLIS, OR 97330 541-687-1146	398 HIGH ST EUGENE, OR 97401
Lic. 232111 Prem. 45171	KINGFISH LOUNGE PARK LIFE LLC F-COM - FULL ON-PREMISES SALES	151 NW MONROE AVE #107 CORVALLIS, OR 97330 541-760-0489	PO BOX 1873 CORVALLIS, OR 97339
Lic. 223979 Prem. 49416	KORIANDER ASIAN FUSION & ITALIAN GELATO KORIANDER LLC L - LIMITED ON-PREMISES SALES	2150 SW 3RD ST CORVALLIS, OR 97333 541-286-4157	2819 NW ANGELICA DR CORVALLIS, OR 97330
Lic. 223650 Prem. 48012	LA ROCKITA ELSA N. PARMELEE F-COM - FULL ON-PREMISES SALES	2309 NW KINGS BLVD CORVALLIS, OR 97330 541-207-3954	PO BOX 743 PHILOMATH, OR 97370

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Lic. 223834 Prem. 37405	LA ROQUITA MEXICAN RESTAURANT INC LA ROQUITA MEXICAN RESTAURANT INC F-COM - FULL ON-PREMISES SALES	370 A SW WESTERN BLVD CORVALLIS, OR 97333 541-758-6710	
Lic. 220859 Prem. 48433	LAUGHING PLANET CAFE LAUGHING PLANET CAFE LLC F-COM - FULL ON-PREMISES SALES	127 NW 2ND ST CORVALLIS, OR 97330 541-286-4048	2120 NE OREGON ST PORTLAND, OR 97232
Lic. 223372 Prem. 45783	LE PATISSIER LE PATISSIER LLC L - LIMITED ON-PREMISES SALES	956 NW CIRCLE BLVD CORVALLIS, OR 97330 541-752-1785	
Lic. 227254 Prem. 41873	LEVY RESTAURANTS @ OSU CONCESSIONS LEVY PREMIUM FOODSERVICE LTD PARTNERSHIP L - LIMITED ON-PREMISES SALES	180 SW LANGTON PL CORVALLIS, OR 97331 541-737-2647	980 N MICHIGAN AVE #200 CHICAGO, IL 60611
Lic. 227250 Prem. 28384	LEVY RESTAURANTS @ OSU RESER STADIUM LEVY PREMIUM FOODSERVICE LTD PARTNERSHIP F-PL - FULL ON-PREMISES SALES	180 SW 26TH ST CORVALLIS, OR 97331 541-737-2647	980 N MICHIGAN AVE #200 CHICAGO, IL 60611
Lic. 223364 Prem. 15952	LOS 3 REALES EL PRESIDENTE OF CORVALLIS INC F-COM - FULL ON-PREMISES SALES	1110 NW SECOND ST CORVALLIS, OR 97330 541-752-1360	
Lic. 223815 Prem. 45080	LUC LUC LLC O - OFF-PREMISES SALES	134 SW 4TH ST CORVALLIS, OR 97333 541-753-4171	1720 NW 27TH ST CORVALLIS, OR 97330
Lic. 223817 Prem. 45080	LUC LUC LLC F-COM - FULL ON-PREMISES SALES	134 SW 4TH ST CORVALLIS, OR 97333 541-753-4171	1720 NW 27TH ST CORVALLIS, OR 97330
Lic. 220654 Prem. 42020	MAGENTA RESTAURANT & CATERING KIMBER THI HOANG O - OFF-PREMISES SALES	137 SW 2ND CORVALLIS, OR 97333 541-250-6000	
Lic. 220655 Prem. 42020	MAGENTA RESTAURANT & CATERING KIMBER THI HOANG F-COM - FULL ON-PREMISES SALES	137 SW 2ND CORVALLIS, OR 97333 541-250-6000	
Lic. 219916 Prem. 44427	MAJESTIC THEATRE CITY OF CORVALLIS PARKS AND RECREATION DEPT L - LIMITED ON-PREMISES SALES	115 SW 2ND ST CORVALLIS, OR 97333 541-758-7827	
Lic. 221035 Prem. 47630	MARKET OF CHOICE #7 MARKET OF CHOICE INC L - LIMITED ON-PREMISES SALES	922 NW CIRCLE BLVD #110 CORVALLIS, OR 97330	2862 WILLAMETTE ST SUITE EUGENE, OR 97405
Lic. 221037 Prem. 47629	MARKET OF CHOICE #7 MARKET OF CHOICE INC O - OFF-PREMISES SALES	922 NW CIRCLE BLVD #110 CORVALLIS, OR 97330	2862 WILLAMETTE ST SUITE EUGENE, OR 97405
Lic. 220975 Prem. 22522	MCGRATH'S PUBLICK FISH HOUSE MCGRATH'S PUBLICK FISH HOUSE INC F-COM - FULL ON-PREMISES SALES	350 NE CIRCLE BLVD CORVALLIS, OR 97330 503-399-8456	1935 DAVCOR ST SE SALEM, OR 97302
Lic. 222577 Prem. 28363	MCMENAMIN'S MCMENAMIN'S INC F-COM - FULL ON-PREMISES SALES	420 NW 3RD ST CORVALLIS, OR 97330 503-223-0109	430 N KILLINGSWORTH PORTLAND, OR 97217

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Lic. 222677 Prem. 28363	MCMENAMIN'S MCMENAMIN'S INC O - OFF-PREMISES SALES	420 NW 3RD ST CORVALLIS, OR 97330 503-223-0109	430 N KILLINGSWORTH PORTLAND, OR 97217
Lic. 222678 Prem. 40949	MCMENAMIN'S ON MONROE MCMENAMIN'S INC F-COM - FULL ON-PREMISES SALES	2001 NW MONROE AVE #106 CORVALLIS, OR 97330 503-223-0109	430 N KILLINGSWORTH PORTLAND, OR 97217
Lic. 222618 Prem. 40950	MCMENAMIN'S ON MONROE MCMENAMIN'S INC BP - BREWERY - PUBLIC HOUSE	2001 NW MONROE AVE #106 CORVALLIS, OR 97330 503-223-0109	430 N KILLINGSWORTH PORTLAND, OR 97217
Lic. 221690 Prem. 36975	MEXICO LINDO RESTAURANT MEXICO LINDO INC F-COM - FULL ON-PREMISES SALES	5228 SW PHILOMATH BLVD CORVALLIS, OR 97333 541-752-0201	PO BOX 68 PHILOMATH, OR 97370
Lic. 220987 Prem. 23777	MR D'S MARKET LLC MR D'S MARKET LLC O - OFF-PREMISES SALES	300 SW FOURTH ST CORVALLIS, OR 97333 541-754-6053	
Lic. 223545 Prem. 4022	MURPHY'S RESTAURANT & LOUNGE DRAGONFLY PACIFIC INC F-COM - FULL ON-PREMISES SALES	2740 SW 3RD ST CORVALLIS, OR 97333 541-738-7600	
Lic. 221133 Prem. 10887	NEARLY NORMAL'S GONZO CUISINE NEARLY NORMAL'S GONZO CUISINE INC F-COM - FULL ON-PREMISES SALES	109 NW 15TH ST CORVALLIS, OR 97330 541-753-0791	
Lic. 221279 Prem. 45420	NEW CHINA BUFFET ZHENG'S INC F-COM - FULL ON-PREMISES SALES	1720 NW 9TH ST CORVALLIS, OR 97330 541-752-3589	
Lic. 221147 Prem. 37694	NEW MORNING BAKERY NEW MORNING BAKERY INC L - LIMITED ON-PREMISES SALES	219 SW 2ND ST CORVALLIS, OR 97333 541-754-0181	219 SW 2ND ST CORVALLIS, OR 97333
Lic. 221150 Prem. 37694	NEW MORNING BAKERY NEW MORNING BAKERY INC O - OFF-PREMISES SALES	219 SW 2ND ST CORVALLIS, OR 97333 541-754-0181	219 SW 2ND ST CORVALLIS, OR 97333
Lic. 220773 Prem. 26333	NIRVANA INDIAN RESTAURANT GURMEET L. KAUL L - LIMITED ON-PREMISES SALES	1945 NW NINTH CORVALLIS, OR 97330 541-738-6104	PO BOX 1803 CORVALLIS, OR 97339
Lic. 221207 Prem. 3918	OLD WORLD DELI OWD INC L - LIMITED ON-PREMISES SALES	341 SW SECOND ST CORVALLIS, OR 97333 541-752-8549	
Lic. 223042 Prem. 36458	OREGON STATE UNIVERSITY CATERING OREGON STATE UNIVERSITY F-CAT - FULL ON-PREMISES SALES	140 ARNOLD CENTER CORVALLIS, OR 97331 541-737-1600	140 ARNOLD CENTER CORVALLIS, OR 97331
Lic. 223130 Prem. 17213	OREGON TRAIL BREWERY BREWING NORTHWEST LTD BP - BREWERY - PUBLIC HOUSE	341 SW SECOND ST CORVALLIS, OR 97333 541-758-3527	
Lic. 223043 Prem. 47531	OSU DEPT OF FOOD SCIENCE & TECHNOLOGY OSU DEPT OF FOOD SCIENCE & TECHNOLOGY BP - BREWERY - PUBLIC HOUSE	100 W WIEGAND HALL CORVALLIS, OR 97331 541-737-3131	

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Lic. 214941 Prem. 53917	PAINT AND WINE CORVALLIS BRANDIE D. STUCKY L - LIMITED ON-PREMISES SALES	310 SW 2ND ST CORVALLIS, OR 97333 541-745-8728	8560 NW SKILLINGS DR CORVALLIS, OR 97330
Lic. 221993 Prem. 12744	PAPA'S PIZZA PARLOR #4 THE PAPA'S GROUP INC L - LIMITED ON-PREMISES SALES	1030 SW THIRD CORVALLIS, OR 97333 541-686-2237	2706 WILLAKENZIE RD EUGENE, OR 97401
Lic. 222065 Prem. 44436	PASTINI PASTARIA PASTINI CORVALLIS LLC F-COM - FULL ON-PREMISES SALES	1580 NW 9TH ST SUITE 101 CORVALLIS, OR 97330 541-257-2579	9700 SW CAPITOL HWY #250 PORTLAND, OR 97219
Lic. 222070 Prem. 44436	PASTINI PASTARIA PASTINI CORVALLIS LLC O - OFF-PREMISES SALES	1580 NW 9TH ST SUITE 101 CORVALLIS, OR 97330 541-257-2579	9700 SW CAPITOL HWY #250 PORTLAND, OR 97219
Lic. 221936 Prem. 18590	PIZZA HUT PIZZA HUT OF SE KANSAS INC L - LIMITED ON-PREMISES SALES	2575 NW KINGS BLVD CORVALLIS, OR 97330 531-753-1240	208 S MAIZE RD WICHITA, KS 67209
Lic. 224054 Prem. 38467	QDOBA MEXICAN GRILL QMEXCOR LLC F-COM - FULL ON-PREMISES SALES	2001 NW MONROE CORVALLIS, OR 97330 541-231-8186	15800 BOONES FERRY RD #C LAKE OSWEGO, OR 97035
Lic. 221296 Prem. 47760	QUEEN'S CHOPSTICK ASIAN CUISINE QUEEN'S CHOPSTICK ASIAN CUISINE INC F-COM - FULL ON-PREMISES SALES	2329 NW KINGS BLVD CORVALLIS, OR 97330 541-758-9166	
Lic. 222671 Prem. 36812	RICE & SPICE PETER P. KIM O - OFF-PREMISES SALES	1075 NW VAN BUREN AVE CORVALLIS, OR 97330 541-753-1227	
Lic. 221469 Prem. 45645	RITE AID #5366 THRIFTY PAYLESS INC O - OFF-PREMISES SALES	2080 NW 9TH ST CORVALLIS, OR 97330 541-753-2226	PO BOX 3165 HARRISBURG, PA 17105
Lic. 221079 Prem. 26290	RIVERVIEW MONGOLIAN GRILL MONGOLIAN GRILL CORVALLIS LLC L - LIMITED ON-PREMISES SALES	230 NW 1ST CORVALLIS, OR 97333 541-754-8402	
Lic. 221616 Prem. 36423	RUBY TUESDAY RT PORTLAND FRANCHISE LLC F-COM - FULL ON-PREMISES SALES	1895 NW 9TH ST PLAZA 9 CORVALLIS, OR 97330 541-752-9899	2295 S HIAWASSEE RD SUITE ORLANDO, FL 32835
Lic. 223076 Prem. 39095	SADA'S SUSHI & IZAKAYA / AQUA RESTAURANT & BAR SAKAMOTO HOLDINGS INC F-COM - FULL ON-PREMISES SALES	FRANKLIN BLVD & MONROE ST #101 & 102 CORVALLIS, OR 97330 541-752-1120	
Lic. 221745 Prem. 37190	SAFEWAY STORE #1690 SAFEWAY INC O - OFF-PREMISES SALES	590 NE CIRCLE BLVD CORVALLIS, OR 97330 541-753-2966	PO BOX 29096 MS 6531 PHOENIX, AZ 85038
Lic. 221747 Prem. 29272	SAFEWAY STORE #1765 SAFEWAY INC O - OFF-PREMISES SALES	5270 SW PHILOMATH BLVD CORVALLIS, OR 97333 623-869-3573	PO BOX 29096 PHOENIX, AZ 85038
Lic. 221739 Prem. 4050	SAFEWAY STORE #4333 SAFEWAY INC O - OFF-PREMISES SALES	450 SW THIRD ST CORVALLIS, OR 97330 541-750-0160	PO BOX 29096 PHOENIX, AZ 85038

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Lic. 222999 Prem. 35330	SANCHO'S MEXICAN GRILL & BAR SEBASTIAN GALLEGOS F-COM - FULL ON-PREMISES SALES	1425 NW MONROE ST #A CORVALLIS, OR 97330 541-752-2500	1425 NW MONROE AVE #HA CORVALLIS, OR 97330
Lic. 221872 Prem. 37121	SHARI'S OF CORVALLIS SHARI'S MANAGEMENT CORP L - LIMITED ON-PREMISES SALES	1117 NW 9TH CORVALLIS, OR 97330 503-605-4299	9400 SW GEMINI DR BEAVERTON, OR 97008
Lic. 221786 Prem. 53390	SHARON'S CAFE SEYLER FAMILY ENTERPRISES LLC F-COM - FULL ON-PREMISES SALES	1894 SW 3RD CORVALLIS, OR 97333 541-752-3105	
Lic. 228720 Prem. 55018	SHONNARD'S NURSERY & FLORIST LANDSCOPE SHONNARD'S INC O - OFF-PREMISES SALES	5000 NW PHILOMATH BLVD CORVALLIS, OR 97333 541-929-3524	
Lic. 219966 Prem. 49958	SKY HIGH BREWING AND PUB CORVEGAS INC F-COM - FULL ON-PREMISES SALES	160 NW JACKSON AVE CORVALLIS, OR 97330 541-207-3277	
Lic. 222536 Prem. 49958	SKY HIGH BREWING AND PUB CORVEGAS INC BP - BREWERY - PUBLIC HOUSE	160 NW JACKSON AVE CORVALLIS, OR 97330 541-207-3277	
Lic. 221773 Prem. 4057	SQUIRRELS SQUIRRELS INC O - OFF-PREMISES SALES	100 SW SECOND ST CORVALLIS, OR 97333 541-753-8057	
Lic. 221793 Prem. 4057	SQUIRRELS SQUIRRELS INC L - LIMITED ON-PREMISES SALES	100 SW SECOND ST CORVALLIS, OR 97333 541-753-8057	
Lic. 221794 Prem. 4057	SQUIRRELS SQUIRRELS INC F-COM - FULL ON-PREMISES SALES	100 SW SECOND ST CORVALLIS, OR 97333 541-753-8057	
Lic. 224482 Prem. 54706	SUGOI SUSHI CHRIS & CALVIN LLC L - LIMITED ON-PREMISES SALES	1830 NW 9TH ST #108 & 109 CORVALLIS, OR 97330 541-207-3059	2417 NW SUNNY LN ALBANY, OR 97321
Lic. 219874 Prem. 46495	SUNNYSIDE UP BARKING COW ENTERPRISES INC F-COM - FULL ON-PREMISES SALES	116 NW 3RD ST CORVALLIS, OR 97330 541-758-3353	
Lic. 220310 Prem. 24017	TAQUERIA ALONZO ALONZO GUTIERREZ F-COM - FULL ON-PREMISES SALES	922 NW KINGS BLVD CORVALLIS, OR 97330 541-207-3602	3029 OAK TERRACE DR LEBANON, OR 97355
Lic. 220136 Prem. 50266	THE BROKEN YOLK CAFE THE BROKEN YOLK CAFE INC F-COM - FULL ON-PREMISES SALES	119 SW 3RD ST CORVALLIS, OR 97333 541-738-9655	PO BOX 1866 CORVALLIS, OR 97339
Lic. 221700 Prem. 53584	THE OLD SPAGHETTI FACTORY OSF INTERNATIONAL INC F-COM - FULL ON-PREMISES SALES	603 NW 2ND ST CORVALLIS, OR 97339 541-738-7877	0715 SW BANCROFT ST PORTLAND, OR 97239
Lic. 223113 Prem. 52449	THE RED FOX CAFE WOLFFANG LLC F-COM - FULL ON-PREMISES SALES	2305 NW MONROE AVE CORVALLIS, OR 97330 541-908-4991	

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Lic. 222151 Prem. 39185	THE RETREAT DAY SPA & SALON THE RETREAT DAY SPA LLC L - LIMITED ON-PREMISES SALES	777 NW 9TH ST #200 CORVALLIS, OR 97330 541-738-7328	
Lic. 221448 Prem. 8555	TIMBERHILL ATHLETIC COURT CLUB TIMBERHILL ATHLETIC/COURT CLUB INC L - LIMITED ON-PREMISES SALES	2855 NW 29TH ST CORVALLIS, OR 97330 541-757-8559	
Lic. 220645 Prem. 42021	TOKYO JAPANESE STEAK HOUSE & SUSHI BAR HAPPY TOKYO INC F-COM - FULL ON-PREMISES SALES	2525 SW 3RD ST CORVALLIS, OR 97330 541-754-7508	1788 SW BARLEY HILL RD CORVALLIS, OR 97333
Lic. 219977 Prem. 3504	TOMMY'S 4TH STREET BAR & GRILL BUDTIG INC F-COM - FULL ON-PREMISES SALES	350 SW 4TH ST CORVALLIS, OR 97333 541-754-7622	
Lic. 222846 Prem. 38542	TOM'S PEACOCK BAR & GRILL SMRK LLC F-COM - FULL ON-PREMISES SALES	125 SW 2ND ST CORVALLIS, OR 97333 541-754-8522	
Lic. 221510 Prem. 46160	TRADER JOE'S #154 TRADER JOE'S CO O - OFF-PREMISES SALES	1550 NW 9TH ST #102 CORVALLIS, OR 97330 541-753-0048	711 ATLANTIC AVE 3RD FLR BOSTON, MA 02111
Lic. 221602 Prem. 4001	TRI VALLEY FOOD MART #102 JATINDER P. SINGH O - OFF-PREMISES SALES	5500 SW PHILOMATH BLVD CORVALLIS, OR 97333 541-753-4933	
Lic. 223696 Prem. 53432	UNIVERSITY CALZONE UNIVERSITY CALZONE LLC L - LIMITED ON-PREMISES SALES	2047 NW MONROE AVE CORVALLIS, OR 97330 541-543-8968	13500 SW PACIFIC HWY #58 TIGARD, OR 97223
Lic. 223697 Prem. 53431	UNIVERSITY CALZONE UNIVERSITY CALZONE LLC O - OFF-PREMISES SALES	2047 NW MONROE AVE CORVALLIS, OR 97330 541-543-8968	13500 SW PACIFIC HWY #58 TIGARD, OR 97223
Lic. 220240 Prem. 4036	UNIVERSITY MARKET EPOCH GROUP LLC O - OFF-PREMISES SALES	1149 NW VAN BUREN ST CORVALLIS, OR 97330 541-753-7391	
Lic. 221252 Prem. 21647	US MARKET #145 US MARKET #145 LLC O - OFF-PREMISES SALES	1450 NW 9TH ST CORVALLIS, OR 97330 541-758-1298	1038 BROADWAY NE SALEM, OR 97301
Lic. 221386 Prem. 50833	WALMART MARKET #3146 WAL-MART STORES INC O - OFF-PREMISES SALES	1840 NW 9TH ST CORVALLIS, OR 97330 541-752-0029	508 SW 8TH ST DEPT 8916 BENTONVILLE, AR 72716-050
Lic. 221398 Prem. 50061	WASHINGTON STREET LIQUOR / DEB'S MIXERS WASHINGTON ST LIQUOR / DEB'S MIXERS CO O - OFF-PREMISES SALES	1125 SW WASHINGTON AVE CORVALLIS, OR 97333 541-753-7998	
Lic. 221316 Prem. 4041	WESTERN MARKET WESTERN MARKET LLC O - OFF-PREMISES SALES	2875 WESTERN CORVALLIS, OR 97333 541-766-8770	
Lic. 219975 Prem. 36943	WHITESIDE'S BEER & WINE CORVALLIS BREWING SUPPLY INC O - OFF-PREMISES SALES	119 SW 4TH ST CORVALLIS, OR 97333 541-758-1674	

District 3 Renewals

CORVALLIS

Page 11

<u>License No./ Premises No.</u>	<u>Tradename/Licensee/License Type</u>	<u>Premises Address & Phone</u>	<u>Premises Mailing Address</u>
Lic. 222395 Prem. 4061	WINCO FOODS #03 WINCO FOODS LLC O - OFF-PREMISES SALES	2335 NW KINGS BLVD CORVALLIS, OR 97330 541-753-7002	PO BOX 5756 BOISE, ID 83705
Lic. 222785 Prem. 39197	WINEOPOLIS JERALD N. LARSON O - OFF-PREMISES SALES	151 NW MONROE #103 CORVALLIS, OR 97330 541-738-1600	
Lic. 221298 Prem. 4062	WOODSTOCK'S PIZZA PARLOR WOODSTOCK'S ENTERPRISES INC L - LIMITED ON-PREMISES SALES	1045 NW KINGS BLVD CORVALLIS, OR 97330 541-757-1330	1047 NW KINGS BLVD CORVALLIS, OR 97330

Count for CORVALLIS**153**

License Types

Check the box for the license or licenses that you are applying for. You can find detailed information on the types of alcohol sales allowed for each license type in the supplement.

Full On-Premises Sales

This license allows the holder to sell distilled spirits, wine, malt beverages and cider by the individual drink for consumption at the business. The application requires you to check the box for the type of business that you are proposing to license. The business types are:

- **Commercial Establishment** - A restaurant, lounge, bar or nightclub open to the general public, or a business such as a hotel or golf course that also has a restaurant, lounge, bar or nightclub that is open to the general public.
- **Caterer** - A business that contracts with clients to provide food and beverages. This designation is for applicants that do not also operate a commercial establishment.
- **Passenger Carrier** - A business that operates a railroad, airline, passenger boat, tour boat or cruise ship.
- **Other Public Location** - An auditorium, music, dance or performing arts center, play house, convention center, community center, banquet or special events facility, museum, art gallery, lodging facility with 100 or more guest rooms and banquet space for 100 or more guests, sports arena, fairground or other similar type of operation.
- **Private Club** - A non-profit club that is not open to the general public, and serves food to its members and guests. Common examples include fraternal and veterans organizations.

Limited On-Premises Sales

This license allows the holder to sell wine, malt beverages and cider for consumption at the business, and allows the sale of kegs of malt beverages "to go."

Off-Premises Sales

This license allows the holder to sell factory-sealed containers of wine, malt beverages and cider "to go." Malt beverages cannot be sold in single containers larger than two and one quarter gallons.

Brewery-Public House

This license allows the holder to manufacture malt beverages and sell them to patrons and wholesalers. It also allows the holder to sell malt beverages, wine and cider for consumption at the business, and "to go." Licensees who manufacture 500 barrels of malt beverages or fewer in a calendar year may also wholesale the malt beverages they manufacture to OLCC retail licensees. The holder can also apply to use the license privileges at one additional location.

Winery

This license allows the holder to import, bottle, produce, blend, store, transport, export and wholesale wine and cider. Licensees may also sell wine, malt beverages and cider for consumption at the business, and sell wine and malt beverages "to go." The licensee can also apply to use the license privileges at up to two additional locations. To qualify for a license, the applicant must principally produce wine in Oregon.

TO: City Council for May 16, 2016
FROM: Paul Bilotta, AICP, Community Development Director *PB*
DATE: May 10, 2016
THROUGH: Mark W. Shepard, P.E., City Manager *MWS*
SUBJECT: Scheduling a Public Hearing for consideration of a
Comprehensive Plan Amendment (CPA15-00002)



Action Requested:

Staff recommends Council schedule a public hearing on June 20, 2016, to consider the Comprehensive Plan Amendment request associated with Corvallis Station Lots 3 & 4.

Discussion:

On May 4, 2016, the Planning Commission held a public hearing to consider a request for a Comprehensive Plan Amendment, Zone Change, Major Planned Development Modification to a Conceptual Development Plan, Detailed Development Plan, and Conditional Development Permit for Corvallis Station Lots 3 and 4 (CPA15-00002, ZDC15-00003, PLD15-00006, PLD15-00007, and CDP15-00002). At the meeting, the Planning Commission deliberated and decided to approve the Zone Change, Planned Development Modification, and Conditional Development Permit, contingent upon City Council approval of the requested Comprehensive Plan Amendment. The City Council is charged with deciding Comprehensive Plan Amendments, following review and a recommendation from the Planning Commission. Since this memo has been written prior to the end of the appeal period for the other land use decisions, it is possible that the City Council may also consider appeals of one or more the decisions made by the Planning Commission.

The City Council is asked to consider scheduling a public hearing on June 20, 2016, to consider this land use case.

MEMORANDUM



To: City Council Members for May 16, 2016 meeting
From: Biff Traber, Mayor 
Date: May 11, 2016
Subject: Appointments to Transportation System Plan Steering Committee and Community Relations Advisory Group

I am making the following appointments:

Transportation System Plan Steering Committee

Jasmine Woodside
Term expires 12/31/17

Jasmine is a long-term member of the Planning Commission and now serves as the Commission's Chair. She will be a strong replacement Planning Commission representative.

Chuck Theirheimer
Term expires 12/31/17

Chuck is a semi-retired chemist and inventor in materials and processes. He brings strong experience and interest in data review, analysis and validation. As a non-affiliated community member, he will fill a key role on the Transportation System Plan Steering Committee.

Community Relations Advisory Group

Scott Harrington
Term expires 06/30/18

Scott is a current Sociology student at Linn-Benton Community College (LBCC) with Oregon State University aspirations. He is very active in LBCC extracurricular groups and committees. He fits the open position well and will bring the appropriate perspective to the Community Relations Advisory Group.

I would appreciate your confirmation of these nominees at our May 16, 2016 meeting.

TO: City Council for May 16, 2016
 FROM: Karen Emery, Director Parks and Recreation *KE*
 Jimbo Ivy, Supervisor Majestic Theatre *JT*
 DATE: April 26, 2016
 THROUGH: Mark W. Shepard, P.E., City Manager *MWS*
 Nancy Brewer, Director Finance *NB*
 SUBJECT: Majestic Theatre Quarterly Review – 3rd Quarter FY 15-16



Action Requested:

For information only, no action required.

Discussion:

At the November 17, 2014 meeting, City Council directed Parks and Recreation Department (PRD) staff to operate the Majestic Theatre for two years commencing January 1, 2015. It was stated that General Fund subsidy will be \$10,000 or less annually. Additionally, PRD staff is required to provide quarterly reports to Council on Majestic Theatre’s operational performance and new model findings.

The table below provides revenue and expenditures for Majestic Theatre’s FY 15-16 third quarter of operations:

Income Statement - Parks & Recreation Department - Majestic Theatre Division								
	FY 15-16				FY 14-15*			
	Amended Budget	March	YTD	% of Amended Budget	Amended Budget	March	YTD	% of Amended Budget
Revenue								
Licenses, Fees & Permits	\$0	\$0	\$12	0.00%	\$0	\$12	\$24	0.00%
Charges for Services	223,960	33,316	206,951	92.41%	106,230	36,828	242,415	228.20%
Intergovernmental	-	-	-	0.00%	-	-	-	0.00%
Fines & Forfeitures	-	-	-	0.00%	-	-	-	0.00%
Miscellaneous Revenue	149,300	3,852	71,382	47.81%	99,270	364	39,439	39.73%
Total Revenue	\$373,260	\$36,968	\$278,345	74.57%	\$206,500	\$37,204	\$281,878	137.17%
Operating Expenditures								
Personnel Services	\$210,500	\$27,191	\$237,844	112.99%	\$99,190	\$15,676	\$130,823	131.89%
Non-Personnel Services	165,160	17,420	190,061	115.08%	106,310	16,136	140,775	132.42%
Materials & Supplies	-	3,635	64,446	0.00%	-	4,648	41,461	0.00%
Services	163,490	11,285	93,765	57.35%	106,310	6,176	72,970	68.64%
Utility & Overhead	1,670	2,500	31,850	1907.19%	-	5,312	26,194	0.00%
Training & Conference	-	-	-	0.00%	-	-	150	0.00%
Capital Outlay	-	-	-	0.00%	-	-	-	0.00%
Total Operating	\$375,660	\$44,611	\$427,905	113.91%	\$206,500	\$31,812	\$271,698	132.16%
Total Expenditures	\$375,660	\$44,611	\$427,905	113.91%	\$206,500	\$31,812	\$271,698	132.16%
Use of Reserves: Endowment Interest	\$2,400	2,400	2,400	100.00%	\$2,400	-	-	0.00%
Net Income (Loss)	\$0	(\$5,243)	(\$147,160)		\$2,400	\$5,392	\$10,280	

*Council approved management mid-year effective January 1, 2015 so the two quarters of actual FY 14-15 data have been extrapolated to create Q3 YTD figures for comparison purposes.

Revenue Highlights

Revenues ended at 74.67% of budget at the end of the quarter. Events scheduled between April and June, 2016 are projected to bring in \$243,030 in additional revenue. Year to date tickets sales have averaged 83% of projections. A \$60,000 donation from Friends of the Majestic is expected by year end. Additional efforts are being made in the fourth quarter such as a year end fund raiser called The Majestic Follies utilizing donated items and services from area businesses and a volunteer led donation drive, with projections of revenue for the event in excess of \$15,000.

Expenditure Highlights

Operational expenditures ended at 113.91% of budget at the end of the quarter. An additional \$5,000 incurred in Operating due to unexpected building maintenance will be adjusted to the Parks and Recreation Special Projects fund (General Fund). Majestic staff is subsequently deferring planned but non-emergent maintenance to a future fiscal year. Staff is carefully monitoring spending and given current revenue versus projection trends anticipates ending the FY with expenses exceeding revenue by \$34,000. A supplemental budget for the Majestic Theatre will be considered for June 2016 once the additional revenue has come in. If additional revenue does not materialize, Parks and Recreation will seek direction from City Council as outlined in the staff report provided at the Council Work Session on April 5, 2016.

Balance Sheet Highlights

The endowment balance is \$425,239 and has an earned interest balance of \$1,522. Another item to highlight is the deferred revenue. This is income from ticket sales during the quarter for a show that will occur in the future. It is important to be aware of deferred revenue in the event a show cancels, since this revenue would need to be refunded.

Update on New Model for Operations

With five quarters under City operation, staff is working with Finance to formulate a recommendation on long-term operation of the Majestic Theatre to bring before City Council. The public perception of Majestic Theatre operations by the City has, in a year, gone from guarded and doubtful to glowing appreciation and support. During the third quarter, the Majestic received over 18,000 hours of volunteer service, equivalent to 9 FTE. City management of the theatre has been celebrated by local media, patrons, and users of the facility as being a dramatic improvement from previous administrations with the focus being on community arts efforts and inclusion of as many user groups as possible.

Balance Sheet - Parks & Recreation Department Majestic Theatre	
	As of March 31, 2016
Assets	
Investments - Endowment	\$ 425,239
Investments - Endowment Interest	1,522
Receivables	2,973
Total Assets	\$429,734
Liabilities	
Accounts Payable	\$ 5,872
Deferred Revenue	4,214
Other Liabilities	-
Total Liabilities	\$ 10,086
Net Position (Equity)	\$ 419,648

Staff continues to hold monthly public forums to stay in contact with the user base and has through these efforts generated an ad hoc stakeholder group to guide creative development and generally gauge the public perception of the Majestic Theatre's efforts and success.

As noted in the April work session, staff continues to learn about which shows will attract a regional market, competitive and market pricing, and alternative funding resources such as grants and donations. While the April books have not yet closed, financial figures as of the date of this writing are close to final for the month. Year-to-date revenues will end the month of April at approximately 82.85% of budget,

while expenditures are at about 126.38% of budget. Both revenues and expenditures in April are aligned with the average monthly activity seen so far this year by the Majestic. Revenues appear to be lagging against projections through the end of the fiscal year, mostly due to three sizeable items being included in those projections that are scheduled to take place during May and June: the Friends of the Majestic donation, Alice in Wonderland ticket sales and the Jungle Book Youth Theatre Camp registrations.

TO: City Council for May 16, 2016
FROM: Carla Holzworth, City Recorder
DATE: May 5, 2016
THROUGH: Mark W. Shepard, P.E., City Manager *MWS*
SUBJECT: Selection of Planning Commissioners and Historic Resources Commissioners



Action Requested:

Staff requests that Council hold a ballot vote to select Planning Commissioners and Historic Resources Commissioners as required by the Municipal Code.

Discussion:

At your May 3, 2016 Council work session, you conducted interviews to fill upcoming Planning Commission and Historic Resources Commission vacancies.

The Planning Commission has three vacancies for three-year terms from July 1, 2016 to June 30, 2019. Jim Boeder, Tom Jensen, and Susan Morr  applied and were interviewed.

The Historic Resources Commission has three vacancies for three-year terms from July 1, 2016 to June 30, 2019. Roz Keeney and Cathy Kerr applied and were interviewed.

Per Municipal Code, any person receiving a majority vote shall be appointed. If no person receives a majority vote, the two receiving the most votes shall be voted upon again. The one then receiving the majority vote shall be appointed.

Staff will have ballots at your places.

Budget Impact:

None

TO: City Council for May 16, 2016
 FROM: Karen Emery, Parks and Recreation Director *KE*
 DATE: May 10, 2016
 THROUGH: Mark W. Shepard, P.E., City Manager *MWS*
 Nancy Brewer, Finance Director *NB*
 SUBJECT: Majestic Theatre FY 15-16 Year End Projection



Action Requested:

Staff recommends Council takes action on the recommendations as discussed at the April 5, 2016 Work Session.

Discussion:

As described in the staff report provided to Council at the April 5, 2016 Work Session, expenses are out pacing revenues for FY 15-16 for the Majestic Theatre. This has led to a need to consider several modifications to the budget and plan for the Majestic Theatre.

1. Staff is carefully monitoring spending and, given current revenue projections, anticipates ending the FY with expenses exceeding revenue by \$30,000 - \$100,000, resulting in a cash deficit. Unfortunately, we won't know until after June 30 what the actual deficit will be due to timing of several large revenue events (i.e., Alice in Wonderland, summer camp, donations). Council authorization to use the Majestic Reserve in FY 15-16 and future years if shortfalls occur, and to contribute to the Reserve if revenues exceed expenses will provide staff with a tool to manage the cash deficit without drawing on the General Fund.
2. Additional appropriations need to be secured to keep the Majestic Theatre operational through the end of the fiscal year. There are three possible solutions to address the appropriations issue:
 - a. Direct the Department to revise priorities to cover the over expenditure at the Majestic Theatre with existing appropriations; or
 - b. Transfer Contingency appropriations to the Parks and Recreation Department to cover the over-expenditure; or
 - c. Complete a supplemental budget late in the fiscal year if revenues for Parks and Recreation exceed projections. This could be combined with "a" or "b" above to obtain the full appropriations necessary to cover Majestic Theatre expenditures.
3. With the conclusion of operating the Theatre for just over a year, extending the trial period to three years would provide staff with enough information to determine if a sustainable operational model is possible.

Recommendation:

1. Staff recommends the Council authorize the use of the Majestic Theatre Reserve to cover the cash deficit.

MOTION: I move to authorize the use of the Majestic Theatre Reserve in an amount to cover expenses over revenues and to add to the Majestic Theatre Reserve in years where the revenues exceed expenses.

2. Staff recommends the Council authorize additional appropriations for the Majestic Theatre by using contingency appropriations in the General Fund.

MOTION: I recommend using contingency appropriations for the Majestic Theatre budget in FY 15-16 by adoption of a resolution to be read by the City Attorney.

3. Staff recommends that the Council extend the two year trial period for operating the Majestic Theatre to three years.

MOTION: I move to extend the two year trial period for operating the Majestic Theatre to three years.

Budget Impact:

Staff is projecting a potential cash deficit, where Majestic Theatre's expenditures for the year exceed revenues for the year. The deficit would require an offset using either General Fund resources or the Majestic Theatre Reserve. If the General Fund is used, the ending fund balance would be lower than currently projected. If the Majestic Theatre Reserve is used, the Reserve will be lower than currently expected. This would impact future year interest earnings, and if not re-built in positive years, would result in this mechanism for balancing the operations not being available in the future. Over the long term, the recommended action is expected to result in the Majestic Theatre Reserve increasing.

Attachment:

Resolution transferring appropriations

RESOLUTION 2016-__

A RESOLUTION TRANSFERRING APPROPRIATIONS FROM GENERAL FUND CONTINGENCIES TO THE PARKS AND RECREATION DEPARTMENT OPERATING BUDGET FOR MAJESTIC THEATRE OPERATIONS

Minutes of the May 16, 2016, Corvallis City Council meeting, continued.

A resolution submitted by Councilor _____.

WHEREAS, ORS 294.463 allows contingency appropriations to be transferred after the budget has been adopted; and

WHEREAS, the General Fund has an appropriated contingency to address emergencies and unforeseen events that arise after the budget has been adopted but which require immediate funding; and

WHEREAS, the City developed the Fiscal Year 2015-2016 Annual Budget for the Majestic Theatre with only five months of experience and costs are higher than originally projected; and

WHEREAS, revenue is expected to exceed the annual budget by fiscal year end, but the exact amount is currently unknown due to timing of large shows and events in May and June and will be known too late to complete a supplemental budget; and

WHEREAS, the Fiscal Year 2015-2016 budget did not anticipate funding the additional expenses, and the City Council has determined that action needs to be taken before the next fiscal year begins; and

WHEREAS, the City Council finds that the transfer of these appropriations is consistent with Financial Policies and Local Budget Law, and is necessary to meet the needs of the organization.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CORVALLIS RESOLVES that appropriations in the Fiscal Year 2015-2016 budget be transferred as shown below; and

BE IT FURTHER RESOLVED that the Finance Director be authorized to make the proper adjustments in the budget appropriations.

<u>FUND NAME</u>	<u>FROM</u>	<u>TO</u>
Contingencies	\$227,020	
Parks & Recreation Department		\$227,020

Councilor

Upon motion duly made and seconded, the foregoing resolution was adopted and the Mayor thereupon declared said resolution to be adopted.

TO: City Council for the May 16 Council Meeting
FROM: Mary Steckel, Public Works Director *MJS*
Karen Emery, Parks and Recreation Director *KE*
DATE: April 29, 2016
THROUGH: Mark W. Shepard, P.E., City Manager *MWS*
SUBJECT: Corvallis Community Access Television Update



Action Requested:

For information only; no action required.

Discussion:

The City and 509J School District (509J) entered into an Intergovernmental Agreement (IGA) in 2006 for the operation of Corvallis Community Access Television (CCAT) at 509J facilities. In 2015, 509J provided notice that they would be terminating the IGA effective June 30, 2016. Since that time, members of the community have been working to identify a new location and entity to operate the channel.

In early March, Parks and Recreation contacted Public Works to discuss CCAT and a potential move of the operation to the Majestic Theatre. Public Works and Majestic Theatre staff both quickly arrived at the conclusion that housing CCAT at the Majestic provides many benefits to CCAT users and the community, as well as furthering Parks and Recreation's objectives to enhance theatre education opportunities.

Staff from the two departments have been working out the particulars of the new arrangement for CCAT operations and for the transition of equipment from Corvallis High School. The goal is to get everything in place to begin channel operation at the Majestic Theatre sometime after the new fiscal year begins. It will be necessary for station operations to be suspended for a time during the transition to the Majestic Theatre. Staff will work to minimize the time the station will be out of operation.

Budget Impact:

Funding for channel operations is included in the Parks and Recreation FY 16-17 budget for theatre education. Funding for CCAT capital equipment will be provided from the Comcast Public, Education and Government Access fee.

TO: City Council for May 16, 2016
FROM: Carla Holzworth, City Recorder *CH*
DATE: May 5, 2016
THROUGH: Mark W. Shepard, P.E., City Manager *MWS*
SUBJECT: Second reading of an ordinance related to Residential Parking Permit Districts



Action Requested:

Per Municipal Code, a second vote is required by Council on the attached ordinance related to Residential Parking Permit Districts.

Discussion:

At its May 2, 2016 meeting, Councilors passed an ordinance concerning expansion of Residential Parking Permit District B that included the south side of Harrison Boulevard between NW 13th and 23rd Streets. The vote was six ayes and two nays, and therefore, a second reading of the ordinance is required at the May 16, 2016 meeting.

Budget Impact:

As described in Public Works Director Steckel's memorandum in the May 2 Council meeting packet, which was reviewed by the Finance Director, installation of signage on the block face would cost approximately \$600 from the Public Works Street Fund operating budget. Ongoing maintenance costs and parking enforcement costs are nominal. Annual revenue from permit sales would total \$840 if permits are purchased by all individuals eligible as a result of adding this block face (56 permits x \$15/permit).

Attachment:

An ordinance related to Residential Parking Permit Districts

ATTACHMENT F

ORDINANCE 2016-_____

AN ORDINANCE RELATING TO RESIDENTIAL PARKING PERMIT DISTRICTS, AMENDING CORVALLIS MUNICIPAL CODE SECTIONS 6.15.030, "CREATION AND DESIGNATION" AND 6.15.040, "ISSUANCE OF PERMITS; PLACEMENT OF SIGNS," AS AMENDED

THE CITY OF CORVALLIS ORDAINS AS FOLLOWS:

Section 1. Municipal Code Section 6.15.030 is hereby amended as follows:

Section 6.15.030 - Creation and designation.

2) District "B." District B shall include all property abutting the following described streets: **the west side of NW 13th Street between NW Van Buren Avenue and NW Harrison Boulevard;** NW 14th, 15th, and 16th Streets between Monroe Avenue and NW Harrison Boulevard; NW 17th Street between NW Jackson Avenue and NW Harrison Boulevard; NW 18th Street between NW Van Buren Avenue and NW Harrison Boulevard; NW Kings Boulevard and NW 21st Street between Monroe Avenue and NW Harrison Boulevard; NW 23rd Street between NW Jackson Avenue and NW Harrison Boulevard; NW Jackson and Van Buren Avenues and the south side of NW Harrison Boulevard between NW ~~13th~~ ~~14th~~ and 23rd Streets; the north side of NW Jackson Avenue between NW 23rd Street and the alley between NW 23rd and 25th Streets; and the north side of Monroe Avenue between the east side of NW 14th Street and NW 21st Street.

3) District "C." District C shall include all property abutting the following described streets: **The west side of SW Sixth Street between SW Adams and SW Washington Avenues;** SW Seventh Street between SW Madison and SW Jefferson Avenues; **the west side of SW Seventh Street between SW Jefferson and SW Adams Avenues;** **SW Seventh Street between SW Adams and SW Washington Avenues;** SW Eighth Street between SW Monroe and SW Washington Avenues; SW Ninth Street between SW Monroe and SW Jefferson Avenues; **the east side of SW Ninth Street between SW Jefferson and SW Washington Avenues;** SW Madison Avenue between SW Ninth Street and the alley between SW Sixth and SW Seventh Streets; **the north side of SW Jefferson between SW Ninth Street and the alley between SW Sixth and SW Seventh Streets;** **the south side of SW Jefferson between SW Ninth Street and SW Seventh Streets;** **SW Adams Avenue between SW Seventh and SW Ninth Streets;** **the south side of SW Adams Avenue between SW Sixth and SW Seventh Streets;** and **the north side of SW Washington Avenue between SW Sixth and SW Ninth Streets.**

The City shall establish a written procedure for handling requests to expand an existing residential parking district or initiate a new district.

(Ord. No 2016-___, § 1; Ord. No. 2015-23, 12/07/15; Ord. No. 2015-15, 08/17/2015; Ord. No. 2015-03 § 1, 2, 02/17/2015; Ord. No. 2014-05 § 1, 06/02/2014; Ord. 2012-12 § 1, 07/02/2012; Ord. 2010-16 § 1, 07/19/2010; Ord. 2001-04 § 1, 5/7/2001; Ord. 89-45 § 1, 1989; Ord. 89-08, 1989; Ord. 88-08 § 3, 1988; Ord. 82-66 § 3, 1982)

Section 2. Municipal Code Section 6.15.040 is hereby amended as follows:

Section 6.15.040 - Issuance of permits; placement of signs.

8) Notwithstanding anything herein to the contrary, the following special provisions apply to ~~employers located in the SA(FS) (Shopping Area Flexible Standards) commercial district along or adjacent to Monroe Avenue:~~

- a) Up to three permits may be issued to the employer, for use by the proprietor or employees of the business. These permits are transferable among the employees of that business;

Ordinance – Relating to Residential Parking Permit Districts

- b) The permit may be used only for parking while the proprietor or employee is at her or his place of employment;
- c) A permit held by a person in violation of these provisions may be revoked and future permits may be denied or restricted;
- d) To the extent applicable, all other provisions herein shall apply.

(Ord. No 2016-___, § 1; Ord. No. 2015-12 § 1, 07/20/2015; Ord. No. 2015-03 § 1, 2, 02/17/2015; Ord. No. 2014-05 § 1, 06/02/2014; Ord. 2010-16 § 1, 07/19/2010; Ord. 89-45 § 2, 1989; Ord. 89-08 § 2, 1989; Ord. 88-08 § 4, 1988; Ord. 82-66 § 4, 1982)

PASSED by the City Council this _____ day of _____, 2016.

APPROVED by the Mayor this _____ day of _____, 2016.

EFFECTIVE this _____ day of _____, 2016.

Mayor

ATTEST:

City Recorder

TO: City Council for May 16, 2016
FROM: Mary Steckel, Public Works Director *MS*
DATE: April 27, 2016
THROUGH: Mark W. Shepard, P.E., City Manager *MWS*
Nancy Brewer, Finance Director *NB*
SUBJECT: Marys River – Crystal Lake Multiuse Path, Oregon Department of Transportation Grant



Action Requested:

Staff requests that Council adopt the attached resolution authorizing the City Manager to execute a grant agreement with the Oregon Department of Transportation (ODOT) which will provide funding for the Marys River – Crystal Lake Multiuse Path project.

Discussion:

This project will construct a separated, shared-use path between the Marys River bicycle/pedestrian bridge and Crystal Lake Drive. The project location is shown in the ODOT Agreement as Exhibit A.

The project will include separate phases for environmental permitting, right-of-way acquisition, design, and construction. Construction is anticipated for FY 2018-19.

Budget Impact:

The total project cost is estimated at \$791,700. Per the attached agreement, the grant will fund 89.73% of project costs with a maximum contribution of \$710,392. The City's match, currently estimated at \$81,308 (10.27%) will be funded from the Street Fund. This project is identified in the Capital Improvement Program (CIP) document, although timing of expenditures will be modified in future updates to match the current project development and construction schedule.

Attachments:

Resolution
ODOT Agreement No. 30861

RESOLUTION 2016 - _____

A RESOLUTION ACCEPTING A GRANT FOR \$710,392 FOR THE PURPOSE OF THE MARYS RIVER – CRYSTAL LAKE MULTIUSE PATH.

Minutes of the _____, Corvallis City Council meeting, continued.

A Resolution submitted by Councilor _____.

WHEREAS, the City of Corvallis has received a grant from the Oregon Department of Transportation in the amount of \$710,392 for the purpose of implementing the Marys River – Crystal Lake Multiuse Path; and

WHEREAS, the City has appropriations to implement the grant funded work, and the local match share; and

WHEREAS, the City Council finds that it is in the City's best interest to use the grant for construction of the Marys River - Crystal Lake Multiuse Path; and

WHEREAS, the grant acceptance requires approval by the City Council.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CORVALLIS RESOLVES to accept the grant offered by the Oregon Department of Transportation and authorizes the City Manager to execute agreements accepting the grant and any future amendments relating to this agreement.

Councilor

Upon motion duly made and seconded, the foregoing resolution was adopted and the Mayor thereupon declared said resolution to be adopted.

Misc. Contracts and Agreements No. 30861
Cross Ref. Master Certification Agreement No. 30918

Oregon Department of Transportation
LOCAL AGENCY CERTIFICATION PROGRAM
Supplemental Project Agreement No. 30861
MULTIMODAL TRANSPORTATION ENHANCE PROGRAM (MTEP)
Mary's River – Crystal Lake Multiuse Path (Corvallis)
City of Corvallis

THIS AGREEMENT is made and entered into by and between THE STATE OF OREGON, acting by and through its Department of Transportation, hereinafter referred to as "State;" and the CITY OF CORVALLIS acting by and through its designated officials, hereinafter referred to as "Agency," both herein referred to individually or collectively as "Party" or "Parties."

RECITALS

1. By the authority granted in Local Agency Certification Program Agreement No. 30918, incorporated herein and by this reference made a part hereof, State may enter into this Supplemental Project Agreement with Agency for the performance of work on this improvement Project. The Certification Program allows State to certify a Local Agency's procedures and delegates authority to the certified Local Agency to administer federal-aid projects.
2. The Mary's River to Crystal Lake multiuse path will be built upon right of way or property under the jurisdiction and control of Agency.

NOW THEREFORE the premises being in general as stated in the foregoing Recitals, it is agreed by and between the Parties hereto as follows:

DEFINITIONS

1. "Contract Award" means the issuance of a Notice to Proceed (NTP) to the construction contractor.
2. "Contract Time" means amount of time for completing the bid item work under the contract.
3. "Final Acceptance" means written confirmation by Agency and State that the project has been completed according to the contract, with the exception of any latent defects and warranty obligations, if any, and has been accepted.
4. "Funding Ratio" means the relationship between MTEP funds and Total Project Cost and Other Funds and the Total Project Cost. This ratio is established at the time the Agreement is executed and does not change during the course of the project. The ratio governs the obligation of MTEP funds at the time of construction/consultant award or Project Closeout.

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5. "Match" means the minimum amount Agency must contribute to match the federal aid funding portion of the project.
6. "MTEP" means Multimodal Transportation Enhance Program and may be funded by a combination of federal and state funds.
7. "Obligation" means Federal Highway Administration (FHWA) approval that allows a specific phase of a project to commence with spending that can be reimbursed with federal funds.
8. "Other funds" means other funding required to complete the project including but not limited to state, federal, and agency funds.
9. "Project Completion" means Final Acceptance of the project, Final Payment to the contractor has been made, and project documentation is completed per the *ODOT Construction Manual*.
10. "Project Overruns" means the final cost estimate at Contract Award exceeds the estimated Total Project Cost estimate in this Agreement, or the final actual project costs exceeds the final cost estimate at Contract Award.
11. "Project Underrun" means the final cost estimate at Contract Award is below the estimated Total Project Cost in this Agreement, or the final actual project costs are below the final cost estimate at Contract Award.
12. "Project Closeout" means project is ready to close as there are no more expenditures associated with the project.
13. "Total Project Cost" means the estimated amount as shown in this Agreement. This amount will include MTEP funds, local matching funds, and other funds as required to complete the project as stated in this Agreement.

TERMS OF AGREEMENT

1. Under such authority, State and Agency agree that Agency will construct a separated, shared-use path between the Mary's River bicycle/pedestrian bridge and Crystal Lake Drive, hereinafter referred to as "Project". The location of the Project is shown on the sketch map attached hereto, marked "Exhibit A" and by this reference made a part hereof.
2. The Project shall be conducted as a part of the Multimodal Transportation Enhance Program (MTEP) with funds provided under Title 23, United States Code and may include a combination of federal and state funds. The total Project cost is estimated at

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\$791,700, which is subject to change. MTEP federal and state funding for this Project shall be limited to \$710,392. Agency shall be responsible for all remaining costs, including the 10.27 percent match for all MTEP eligible costs, any non-participating costs, and all costs in excess of the available federal or state funds.

3. The Funding Ratio for this Project is 89.73% of MTEP funds to 10.27% Agency funds and applies to Project Underruns. The Funding Ratio does not apply in the case of Project Overruns.
4. If, at the time of Contract Award or Project Closeout, the Project Underruns the estimated Total Project Cost in this Agreement, MTEP funding and Other Funds will be obligated proportionally based on the Funding Ratio. Any unused MTEP funds, will be retained by State, and will not be available for use by Agency for this Agreement or any other projects.
5. Project Overruns which occur at the time of Contract Award, or at the time of Project Closeout is the responsibility of the Agency.
6. If State performs work throughout the duration of the Project, State will provide a preliminary estimate of State costs for said work to Agency. Prior to the start of each Project phase State will provide an updated estimate of State costs from that phase to Agency. Such phases generally consist of Preliminary Engineering, Right of Way, Utility, and Construction. Agency understands that State's costs are estimates only and agrees to reimburse State for actual cost incurred per the Terms of this Agreement.
7. The scope, schedule, progress report requirements, and Project Change Request process are described in "Exhibit B," attached hereto and by this reference made a part hereof. Agency agrees to the conditions set forth in Exhibit B.
8. Agency shall make all payments for work performed on the Project, including all construction costs, and invoice State for 100 percent of its costs. State shall reimburse Agency invoices at the pro-rated federal share. All costs beyond the federal and state reimbursement, any deposited local funds, and any non-participating costs will be the responsibility of the Agency. State shall simultaneously invoice FHWA and Agency for State's Project costs, and Agency agrees to reimburse State for the federal-aid matching state share and any non-participating costs as determined in accordance with paragraph number 2, above upon receipt of invoice. Failure of Agency to make such payments to State may result in withholding of Agency's proportional allocation of State Highway Trust Funds until such costs are paid. Agency understands that State's costs are estimates only and agrees to reimburse State for the actual amount expended.

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9. a. Information required by 2 CFR 200.331(a), except for (xiii) Indirect cost rate, shall be contained in the USDOT FHWA Federal Aid Project Agreement for this Project, a copy of which shall be provided by State to Agency with the Notice to Proceed.

b. The indirect cost rate for this project at the time the Agreement is written is zero percent (0%).
10. Agency shall perform direct appoint and consultant selection, design (excluding bridge design), bridge design, advertise, bid, award the construction contract, and perform construction administration. Agency shall comply with all of the terms and conditions found in Certification Program Agreement No. 30918.
11. State will submit the requests for federal funding to FHWA. The federal funding for this Project is contingent upon approval by the FHWA. Any work performed prior to acceptance by FHWA will be considered nonparticipating and paid for at Agency expense. State's Regional Local Agency Liaison or designee will provide Agency with a written notice to proceed when FHWA approval has been secured and funds are available for expenditure on this Project.
12. State considers Agency a subrecipient of the federal funds it receives as reimbursement under this Agreement. The Catalog of Federal Domestic Assistance (CFDA) number and title for this Project is 20.205, Highway Planning and Construction.
13. The term of this Agreement shall begin on the date all required signatures are obtained and shall terminate upon completion of the Project and final payment or ten (10) calendar years following the date all required signatures are obtained, whichever is sooner.
14. Local Agency Certification Program Agreement No. 30918 was fully executed on March 14, 2016. This Agreement is subject to the terms and provisions of the Local Agency Certification Program Agreement.
15. Agency shall, upon completion of the Project and as a condition to this Agreement, complete and file with the appropriate County Clerk, "Memorandum of Agreement and Acknowledgment of Federal and State Assistance, substantially in the form of "Exhibit C," attached hereto and by this reference made a part hereof. Agency shall provide confirmation of this filing by forwarding to State's Project Liaison a notarized copy of the recorded Memorandum of Agreement and Acknowledgment of Federal and State Assistance. By means of said acknowledgment of Agency's financial obligations, the continued use of said property for public purposes, and the maintenance of the facility or service at a level consistent with normal depreciation or demand or both is recognized and attached to the property as conditions. Any interest in said property by State is proportional to the federal or state funding participation in Project. While in default of conditions of this Agreement, Agency will be ineligible to receive federal or

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state funds from any federal or state-administered program for any project on a street, road or property. The Memorandum of Agreement and Acknowledgment of Federal and State Assistance shall remain in place for the useful life of Project. State acknowledges that such interest shall not be deemed a lien, mortgage, deed of trust or other security instrument or interest granted by Agency for security purposes. State and Agency agree that the useful life of this Project is defined as twenty (20) years.

16. Agency shall, upon completion, maintain the Project at its own cost and expense for the useful life of the Project, including that area which affects the state highway right of way.
17. State may conduct periodic inspections during the life of Agency Certification Projects to verify that Projects are being properly maintained and continue to serve the purpose for which federal funds were provided.
18. Agency shall include the following stipulations in the Special Provisions for construction contract work for any project where Agency is contracting work on a state highway:
 - a. Contractor shall name State as a third party beneficiary of the resulting contract.
 - b. Contractor shall indemnify, defend and hold harmless Agency, State and their officers, employees and agents from and against all claims, suits, actions, losses, damages, liabilities, costs and expenses of any nature whatsoever resulting from, arising out of, or relating to the activities of contractor or its officers, employees, subcontractors, or agents under the resulting contract.
 - c. Commercial General Liability. Contractor shall obtain, at contractor's expense, and keep in effect during the term of the resulting contract, Commercial General Liability Insurance covering bodily injury and property damage in a form and with coverages that are satisfactory to State and Agency. This insurance shall include personal and advertising injury liability, products and completed operations. Coverage may be written in combination with Automobile Liability Insurance (with separate limits.) Coverage shall be written on an occurrence basis. If written in conjunction with Automobile Liability the combined single limit per occurrence shall not be less than one million dollars (\$1,000,000) for each job site or location. Each annual aggregate limit shall not be less than two million dollars (\$2,000,000.)
 - d. Automobile Liability. Contractor shall obtain, at contractor's expense, and keep in effect during the term of the resulting contract, Commercial Business Automobile Liability Insurance covering all owned, non-owned, or hired vehicles. This coverage may be written in combination with the Commercial General Liability Insurance (with separate limits.) Combined single limit per occurrence shall not be less than one million dollars (\$1,000,000.)

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- e. Additional Insured. The liability insurance coverage, except Professional Liability, Errors and Omissions, or Workers' Compensation, if included, required for performance of the resulting contract shall include State and Agency and its divisions, officers and employees as Additional Insured but only with respect to the contractor's activities to be performed under the resulting contract. Coverage shall be primary and non-contributory with any other insurance and self-insurance.
 - f. Notice of Cancellation or Change. There shall be no cancellation, material change, potential exhaustion of aggregate limits or non-renewal of insurance coverage(s) without thirty (30) days written notice from the Contractor or its insurer(s) to State and Agency. Any failure to comply with the reporting provisions of this clause shall constitute a material breach of the resulting contract and shall be grounds for immediate termination of the resulting contract and this Agreement.
 - g. Agency shall require its contractor(s) and subcontractor(s) as appropriate to acquire construction and performance bonding covering public interest. Where project construction affects State property, State will be included as either a dual obligee or a named additional obligee under the performance bond. Proof of said bonding will be provided to State's Regional Local Agency Liaison by the acquiring Party. If Agency fails to meet the requirements of this paragraph or the underlying agreement conditions, including all incorporated state and federal laws, rules and regulations and costs are incurred by State because of it, State may withhold Agency's proportional share of Highway Trust Fund distribution necessary to reimburse State for those costs.
19. Agency shall require its contractor(s) and subcontractor(s) that are not units of local government as defined in Oregon Revised Statute (ORS) 190.003, if any, to indemnify, defend, save and hold harmless the State of Oregon, Oregon Transportation Commission and its members, Oregon Department of Transportation and its officers, employees and agents from and against any and all claims, actions, liabilities, damages, losses, or expenses, including attorneys' fees, arising from a tort, as now or hereafter defined in ORS 30.260, caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of Agency's contractor or any of the officers, agents, employees or subcontractors of the contractor ("Claims"). It is the specific intention of the Parties that State shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of State, be indemnified by the contractor and subcontractor from and against any and all Claims.
20. Any such indemnification shall also provide that neither Agency's contractor and subcontractor nor any attorney engaged by Agency's contractor and subcontractor shall defend any claim in the name of the State of Oregon or any agency of the State of Oregon, nor purport to act as legal representative of the State of Oregon or any of its agencies, without the prior written consent of the Oregon Attorney General. The State of Oregon may, at anytime at its election assume its own defense and settlement in the event that it determines that Agency's contractor is prohibited from

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defending the State of Oregon, or that Agency's contractor is not adequately defending the State of Oregon's interests, or that an important governmental principle is at issue or that it is in the best interests of the State of Oregon to do so. The State of Oregon reserves all rights to pursue claims it may have against Agency's contractor if the State of Oregon elects to assume its own defense.

21. This Agreement may be terminated by mutual written consent of both Parties.
22. State may terminate this Agreement effective upon delivery of written notice to Agency, or at such later date as may be established by State, under any of the following conditions:
 - a. If Agency fails to provide services called for by this Agreement within the time specified herein or any extension thereof.
 - b. If Agency fails to perform any of the other provisions of this Agreement, or so fails to pursue the work as to endanger performance of this Agreement in accordance with its terms, and after receipt of written notice from State fails to correct such failures within ten (10) days or such longer period as State may authorize.
 - c. If Agency fails to provide payment of its share of the cost of the Project.
 - d. If State fails to receive funding, appropriations, limitations or other expenditure authority sufficient to allow State, in the exercise of its reasonable administrative discretion, to continue to make payments for performance of this Agreement.
 - e. If federal or state laws, regulations or guidelines are modified or interpreted in such a way that either the work under this Agreement is prohibited or if State is prohibited from paying for such work from the planned funding source.
23. Any termination of this Agreement shall not prejudice any rights or obligations accrued to the Parties prior to termination.
24. Agency, as a recipient of federal funds, pursuant to this Agreement with State, shall assume sole liability for Agency's breach of any federal statutes, rules, program requirements and grant provisions applicable to the federal funds, and shall, upon Agency's breach of any such conditions that requires State to return funds to the FHWA, hold harmless and indemnify State for an amount equal to the funds received under this Agreement; or if legal limitations apply to the indemnification ability of Agency, the indemnification amount shall be the maximum amount of funds available for expenditure, including any available contingency funds or other available non-appropriated funds, up to the amount received under this Agreement.
25. State and Agency hereto agree that if any term or provision of this Agreement is declared by a court of competent jurisdiction to be invalid, unenforceable, illegal or in

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conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the Parties shall be construed and enforced as if the Agreement did not contain the particular term or provision held to be invalid.

26. Agency certifies and represents that the individual(s) signing this Agreement have (has) been authorized to enter into and execute this Agreement on behalf of Agency, under the direction or approval of its governing body, commission, board, officers, members or representatives, and to legally bind Agency.
27. This Agreement may be executed in several counterparts (facsimile or otherwise) all of which when taken together shall constitute one agreement binding on all Parties, notwithstanding that all Parties are not signatories to the same counterpart. Each copy of this Agreement so executed shall constitute an original.
28. This Agreement and the Local Agency Certification Program Agreement No. 30918, as amended, and all attached exhibits constitutes the entire agreement between the Parties on the subject matter hereof. In the event of conflict, the body of this Agreement and the attached exhibits will control over Project application and documents provided by Agency to State. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. No waiver, consent, modification or change of terms of this Agreement shall bind either Party unless in writing and signed by both Parties and all necessary approvals have been obtained. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of State to enforce any provision of this Agreement shall not constitute a waiver by State of that or any other provision.
29. State's Project Liaison for the Agreement is Mark Foster, Local Agency Liaison, ODOT, Area 4, 3700 Philomath Boulevard, Corvallis, Oregon 97333; phone: (541) 757-4179; email: mark.a.foster@odot.state.or.us, or assigned designee upon individual's absence. State shall notify the other Party in writing of any contact information changes during the term of this Agreement.
30. Agency's Project Liaison for this Agreement is Mary Steckel, Public Works Director, PO Box 1083, Corvallis, Oregon 97339; phone: (541) 766-6916; email: mary.steckel@corvallisoregon.gov, or assigned designee upon individual's absence. Agency shall notify the other Party in writing of any contact information changes during the term of this Agreement.

THE PARTIES, by execution of this Agreement, hereby acknowledge that their signing representatives have read this Agreement, understand it, and agree to be bound by its terms and conditions.

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This Project is in the 2015-2018 Statewide Transportation Improvement Program (STIP), (Key No. 18753) that was adopted by the Oregon Transportation Commission on December 18, 2014 (or subsequently approved by amendment to the STIP).

CITY OF CORVALLIS, acting by and through its designated officials

STATE OF OREGON, acting by and through its Department of Transportation

By _____
City Manager

By _____
Highway Division Administrator

Date _____

Date _____

APPROVED AS TO LEGAL FORM

APPROVAL RECOMMENDED

By _____
City Legal Counsel

By _____
Certification Program Manager

Date _____

Date _____

Agency Project Liaison:
Mary Steckel, Public Works Director
PO Box 1083
Corvallis, OR 97339
Phone: (541) 766-6916
Email: mary.steckel@corvallisoregon.gov

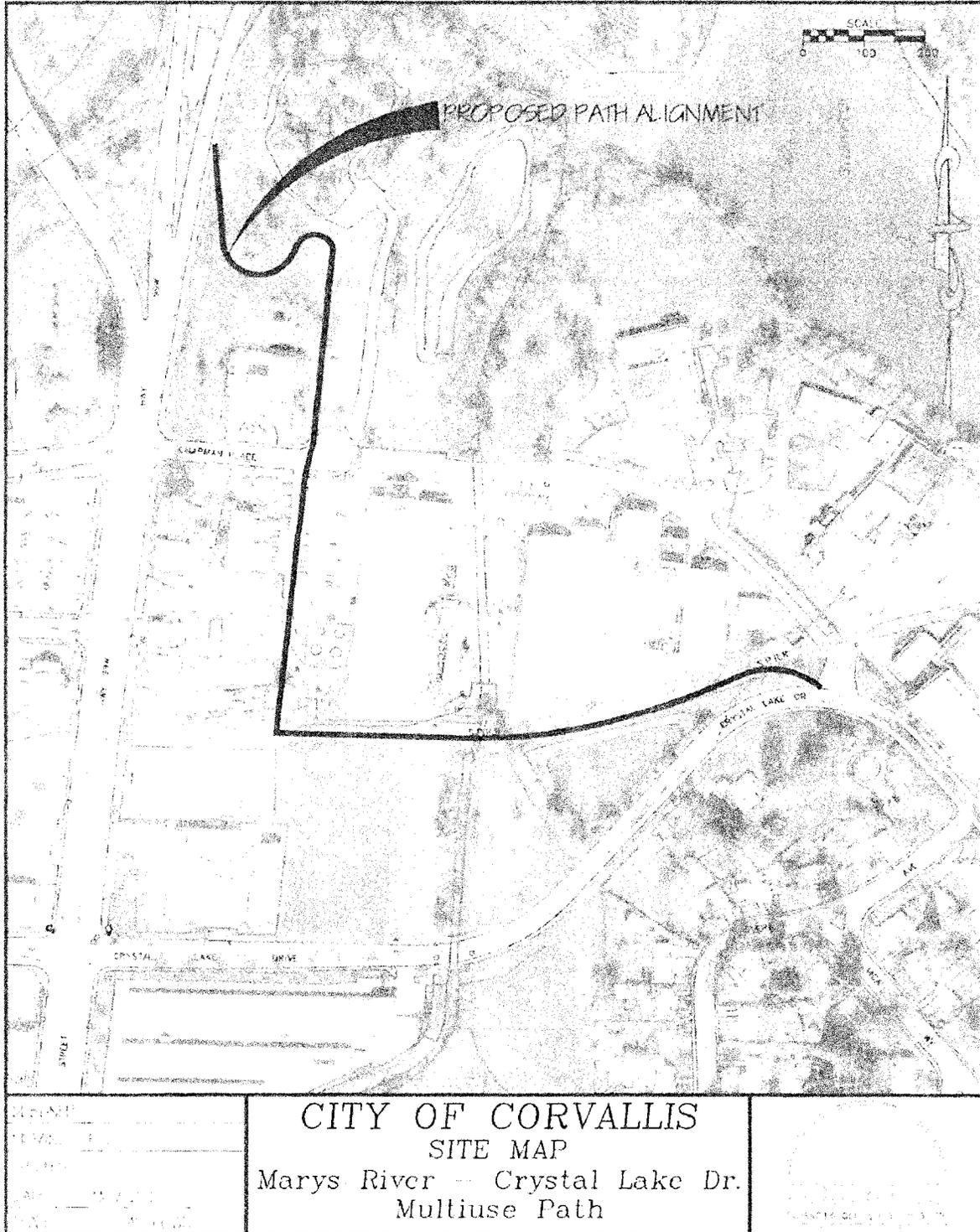
By _____
Region 2 Manager
Date _____

State Project Liaison:
Mark Foster, Local Agency Liaison
ODOT, Area 4
3700 Philomath Blvd.
Corvallis, OR 97333
Phone: (541) 757-4179
Email: mark.a.foster@odot.state.or.us

APPROVED AS TO LEGAL SUFFICIENCY
By _____
Assistant Attorney General
Date _____

City of Corvallis / State of Oregon – Dept. of Transportation
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Exhibit A – Project Location Map



City of Corvallis / State of Oregon – Dept. of Transportation
Agreement No. 30861

EXHIBIT B

Project Progress Reports and Project Change Request Process
Agreement No. 30861
Key Number: 18753
Project Name: Mary's River – Crystal Lake Multiuse Path (Corvallis)

1. **Project Description** – This Project will construct a separated, shared-use path between the Mary's River bicycle/pedestrian bridge and Crystal Lake Drive. The Project includes the National Environmental Policy Act (NEPA) work, acquisition of right of way, design, and construction.
2. This Project is subject to progress reporting and project change process as stated below.
3. **Monthly Progress Reports (MPR)** – Agency shall submit monthly progress reports using MPR Form 734-2935, incorporated by reference and made a part of this Agreement. The MPR is due by the 5th day of each month, starting the first month after execution of this Agreement, and continuing through Project completion.

The fillable MPR form and its instructions are available at the following website:
http://www.oregon.gov/ODOT/TD/AT/Pages/Forms_Applications.aspx

4. **Project Milestones** – The Parties agree that the dates shown in Table 1 constitute the intended schedule for advancing and completing the Project. Project Milestones may only be changed through amendment of this Agreement, after obtaining an approved Project Change Request.

Table 1: Project Milestones – Construction Project

	Milestone Description	Completion Date
1	Obligation (Federal Authorization) of federal funds for the Preliminary Engineering phase of Project	7/31/2016
2	Obligation (Federal Authorization) of federal funds for the Right of Way phase of the Project	7/31/2017
3	Obligation (Federal Authorization) of federal funds for the Construction phase of Project	3/31/2018

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5. **Project Change Request (PCR) Process** – Agency must obtain approval from State’s Liaison for changes to the Project’s scope, schedule, or budget as specified in paragraphs 5a, 5b and 5c, below. Agency shall be fully responsible for all costs that occur outside the established Project scope, schedule or budget and prior to an approved PCR. Amendments to this Agreement are required for all approved PCRs.
 - a. **Scope** – A PCR is required for any significant change or reduction in the scope of work described in the Project Description (paragraph 1 of this Exhibit).
 - b. **Schedule** – A PCR is required if Agency or State’s Project Liaison anticipate that any Project Milestone will be delayed by more than ninety (90) days, and also for any change in schedule that will require amendment of the Statewide Transportation Improvement Program (STIP).
 - c. **Budget** – Total Project Cost and approved funds for the Project are controlled by Terms of Agreement, paragraph 2 of this Agreement.
6. **PCR Form** – Agency must submit all change requests using PCR Form 734-2936, attached by reference and made a part of this Agreement. The PCR Form is due no later than thirty (30) days after the need for change becomes known to Agency. The PCR shall explain what change is being requested, the reasons for the change, and any efforts to mitigate the change. A PCR may be rejected at the discretion of State’s Area Manager.

The fillable PCR form and its instructions are available at the following website:
http://www.oregon.gov/ODOT/TD/AT/Pages/Forms_Applications.aspx

7. **Consequence for Non-Performance** – If Agency fails to fulfill its obligations in paragraphs 3 through 6 above, or does not assist in advancing the Project or perform tasks that the Agency is responsible for under the Project Milestones, State’s course of action through the duration of Agency’s default may include: (a) restricting Agency consideration for future funds awarded through State’s managed funding programs; (b) withdrawing unused Project funds; and (c) terminating this Agreement as stated in Terms of Agreement, paragraphs No. 21a and 21b of this Agreement.

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Agreement No. 30861

After recording, return to:
Mark Foster, Local Agency Liaison
ODOT, Area 4
3700 Philomath Boulevard
Corvallis, OR 97333

EXHIBIT C

**MEMORANDUM OF AGREEMENT AND ACKNOWLEDGEMENT OF FEDERAL AND STATE ASSISTANCE
[State Recording Authority: ORS 93.710 and ORS 205.130(2)]**

Agreement Number: 30861
Project Name: Mary’s River – Crystal Lake Multiuse Path (Corvallis)
Key Number: 18753

Supplemental Project Agreement No. 30861 between the CITY OF CORVALLIS and the STATE OF OREGON, Department of Transportation was executed on _____. Pursuant to paragraph 15, Agency Obligations, page 4 of the Supplemental Project Agreement, upon the recording of this document, the CITY OF CORVALLIS received federal and state funds for the Project described in the Supplemental Project Agreement. The property and assets under the jurisdiction of the CITY OF CORVALLIS were improved with the assistance from the United States Government and the State of Oregon. Such assistance was provided to CITY OF CORVALLIS, in reimbursement of costs associated with the Mary’s River – Crystal Lake Multiuse Path (Corvallis) project. The use and disposition of said property is subject to the terms of the above noted Supplemental Project Agreement, copies of which may be obtained from the Director of ODOT and is also subject to 2 CFR 1201. A description of the improved property is attached.

CITY OF CORVALLIS

By: _____ (Notary Stamp)
Name

Title: _____

State of Oregon: County of Benton

Signed or attested before me on _____ by _____
(Date) (name(s) of person(s))

My commission expires on _____.

STATE OF OREGON, DEPARTMENT OF TRANSPORTATION

By: _____ (Notary Stamp)

Title: Active Transportation Section Manager

State of Oregon: County of Marion

Signed or attested before me on _____ by _____
(Date) (name(s) of person(s))

My commission expires on _____.

Oregon Department of Transportation; 555 13th St. NE, Suite 2; Salem, OR 97301-4178

TO: City Council for May 16, 2016
 FROM: Paul Bilotta, Community Development Director *PB*
 DATE: May 10, 2016
 THROUGH: Mark W. Shepard, P.E., City Manager *MWS*
 Nancy Brewer, Finance Director *NB*
 SUBJECT: Transfer Appropriations for Council Goal Expenditures



Action Requested:

Staff requests that City Council adopt a resolution transferring appropriations from the General Fund Community Development Department operating budget to the City Manager's Office operating budget for Council Goals expenditures.

Discussion:

In the memo dated March 16, 2016, for the March 21, 2016 City Council meeting, City Manager Shepard discussed the anticipation that the entire budget allocation for Council Goals in Fiscal Year 2015-16 would be fully expended, and that there was a potential for expenditures to exceed the \$190,000 budget if consultant work progressed more rapidly than anticipated. Staff has been monitoring progress and updating estimates of expenses for the remainder of the fiscal year.

Current & Estimated Expenses FY 2015-16

Council Goals FY 2015-16 Budget \$190,000

	<u>GUEP</u>	<u>CLIMATE</u>	<u>VISION</u>	<u>HOUSING</u>	<u>TOTALS</u>
Expenses as of 4/30/2016	5,000	56,341	60,301	3,263	124,904
Apr/May/June estimates		79,873	25,223	500	105,596
TOTAL EXPENSES FY 15-16	5,000	136,214	85,524	3,763	230,500

The majority of Community Development's savings is from delaying initiation of the Comprehensive Plan Update project; this has been re-budgeted in FY 16-17 so the FY 15-16 appropriations are available to transfer. The remaining savings available for transfer comes from Personnel Services because of vacancies.

Budget Impact:

The transfer of appropriations will decrease the General Fund Community Development Department budget by \$40,500 and increase the General Fund City Manager's Office operating budget by \$40,500 for a net zero impact to the General Fund.

It is anticipated that Council Goals will be completed within the combined budgets for FY 2015-16 and 2016-17 (\$190,000 + \$130,000). Progress on the goals has required greater expenditures in FY 2015-16 that are anticipated to be off-set by lower expenditures in FY 2016-17.

Attachment: Resolution

clm

RESOLUTION 2016-_____

A RESOLUTION TRANSFERRING APPROPRIATIONS FROM GENERAL FUND COMMUNITY DEVELOPMENT DEPARTMENT TO THE GENERAL FUND CITY MANAGER'S OFFICE BUDGET FOR COUNCIL GOALS EXPENDITURES

Minutes of the _____, Corvallis City Council meeting, continued.

A resolution submitted by Councilor _____.

WHEREAS, ORS 294.463 (1) allows appropriations to be transferred within the same fund after the budget has been adopted; and

WHEREAS, insufficient General Fund appropriations exist within the City Manager's Office in the Council Goals Division operating budget from which to pay for expenses related to Council-directed activities for Council adopted goals; and

WHEREAS, the Fiscal Year 2015-16 adopted budget has sufficient unused appropriations in the General Fund Community Development Department budget; and

WHEREAS, the City Council finds that the transfer of these appropriations is consistent with Financial Policies and Local Budget Law, and is necessary to meet the needs of the organization.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CORVALLIS RESOLVES that the appropriations in the Fiscal Year 2015-16 budget be transferred as shown below; and

BE IT FURTHER RESOLVED that the Finance Director be authorized to make the proper adjustments in the budget appropriations.

<u>GENERAL FUND</u>	<u>FROM</u>	<u>TO</u>
Community Development Department	\$40,500	
City Manager's Office		\$40,500

Councilor

Upon motion duly made and seconded, the foregoing resolution was adopted, and the Mayor thereupon declared said resolution to be adopted.

TO: City Council for May 16, 2016
FROM: Paul Bilotta, Community Development Director *PB*
DATE: May 9, 2016
THROUGH: Mark W. Shepard, P.E., City Manager *MWS*
SUBJECT: FY 2016-17 United Way Social Services Allocation Recommendations



Action Requested:

Staff recommends Council approve, by motion, the FY 16-17 Social Service allocations as presented by United Way (Attachment A).

Discussion:

The City of Corvallis has an agreement with United Way of Benton & Lincoln Counties to administer the allocation process for the City's FY 16-17 social service funding, consistent with the City of Corvallis' priorities for the Social Service Fund as identified in Council Policy 6.05 (Attachment B), i.e. priority for funding emergency and transitional services. In 2016, this work included review of agency proposals for funding by United Way's volunteer-based Community Impact Committee. United Way has forwarded the Committee's consolidated recommendation for Council review and approval.

The proposed FY 16-17 Budget includes a total of \$361,000 in social service funding comprised of \$237,750 from the General Fund and \$123,250 from the 2013 Social Services Levy. United Way's Community Impact Committee's recommended allocations total \$384,725. United Way is contributing an additional \$31,725 (from non-city funds) to the Basic Needs Cycle for those agencies that also serve areas outside of the City of Corvallis.

Included in United Way's recommendation memo are program descriptions from the agencies' applications, along with the amounts recommended by the Community Impact Committee. United Way will receive \$8,000 for administering the program, which includes the allocation of funding and monitoring of agency programs for compliance throughout fiscal year 2016-17.

In response to Council's request, staff have prepared a list of agencies that have been recommended by United Way for funding in FY 16-17 from the City's General Fund, that have been approved for funding from the Housing and Neighborhood Services-managed CDBG Human Services Fund, and that will receive other City funding in FY 16-17. (Attachment C).

Budget Impact:

The proposed FY 16-17 Budget includes a total of \$361,000 in social service funding comprised of \$237,750 from the General Fund and \$123,250 from the 2013 Social Services Levy.

Attachments:

- Attachment A – United Way Social Service Allocation Recommendations for FY 16-17
- Attachment B – Council Policy 6.05
- Attachment C – List of organizations requesting/approved support from the City's social service/Human Services programs in FY 16-17 to serve the community's homeless population

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2016 Basic Needs Funding City of Corvallis Social Service Fund / United Way *Program Funding Recommendations*

United Way recently completed the granting process to provide recommendations for funding direct services for the 16-17 fiscal year. As per our administrative contract with the City of Corvallis, United Way provides funding recommendations to the City of Corvallis for its Social Service Fund for the same period.

United Way has administered its own funding cycle and the Social Service Fund cycle as one process since 2012, providing greater efficiencies for applicant agencies and in the review and evaluation of requests. In 2015, United Way adopted a two-track funding model, in order to address Meeting Basic Needs, or interventions, separately from prevention. United Way's intervention track adheres to the City of Corvallis' priorities for the Social Service Fund (Council Policy CP 00-6.05 section 6.05.050)—funding only emergency and transitional services. United Way refers to this funding track as Meeting Basic Needs, or the Basic Needs cycle.

The City Social Service Fund contributed \$353,000 to Meeting Basic Needs, plus \$8,000 for the UW contract, for a total of \$361,000.

United Way contributed \$31,725 to Meeting Basic Needs.

Total allocable funds for Meeting Basic Needs is \$384,725, which is an increase of \$7,725 from 2015 funding.

The enclosed funding recommendation package mirrors this and reflects all recommended funding from this process. City of Corvallis Social Service Funds are allocated to service provided to residents within Corvallis City limits. United Way funding is allocated to service provided to residents within greater Benton County.

In the 2016 Basic Needs Cycle, 22 agencies applied for funding for 28 programs. United Way's Community Impact Committee, a standing sub-committee of its Board of Directors, solicited applications, participated in roundtable discussions, reviewed and evaluated proposals and returned this funding recommendation package. The Committee will continue monitoring agency performance, and oversee preparation and review of semi-annual reports.

This document contains the following components:

- **Community Impact Committee—Process overview:** A narrative summary of the Committee's approach, comments, and findings.
- **Summary of Agency Requests and Committee Recommendations**
- **Basic Needs Category Details:** breakout of requests, recommendations, and program descriptions by Basic Needs category; program descriptions are verbatim from the application for funding

Community Impact Committee

Process Overview

Applicant agencies participated in a series of five roundtable conversations. All roundtables were conducted prior to the allocation conversations. This was intentional and in response to feedback from process participants in prior cycles (agency and volunteers, alike). Several organizations applied for funding for programs spanning different categories, and so participated in more than one roundtable discussion. The roundtables focused on the scope and scale of each issue, and often included specific data points.

The immediate results of these discussions are stronger, more streamlined process, enhanced volunteer education, and a deeper knowledge base about issues and service programs. Roundtable conversations were held over a period of five months:

Food & Nutrition	Programs dealing primarily with hunger relief, nutrition, and food insecurity issues for any population.
Health & Wellness	Programs addressing physical, mental, social, and/or emotional health, and programs offering services for victims of violence or abuse.**
Children & Youth	Programs offering child care, after-school care, parenting support, youth skill building, youth advocacy, and other services specifically for youth and children under 18 years of age.**
Homelessness Chronic	Programs providing shelter, temporary housing, and/or other services for chronically homeless persons.**
Homelessness Situational/Transitional	Programs providing shelter, temporary housing, and/or other services for temporarily homeless persons.**

** Not food

With respect to evaluation, the Committee carefully attended to its fiduciary responsibility to make wise investment decisions—to do the most good with the funding available. To that end, it considered the following in allocation deliberations:

- Whether the application meets/addresses stated priorities
- Whether the application addresses identified emergent issues
- The number of programs serving particular populations, for example seniors or the Latino community
- Actual or perceived duplication of services to specific demographics
- For agencies with multiple programs—whether the application addresses core mission work, and/or how the agency prioritizes among those program(s)

Funding decisions for Food & Nutrition category

Allocable funds in this category were prioritized to the various feeding programs versus targeting funds in a concentrated way toward Linn Benton Food Share, as has been done in the past. Allocations in this category were directed toward Food Share’s partner agencies for several reasons:

1. During the roundtable discussion on the topic, several agencies talked about the need to support various programs. Because many of these smaller, community-based agencies are entirely or primarily volunteer-run, they often lack the capacity to conduct professional fundraising. Without consistent financial support, therefore, many of these smaller non-profit

agencies may not be able to adequately serve their communities, or may even be forced to shut down.

2. A portion of the funding invested in community-level food pantries comes back to Food Share in the form of shared maintenance fees. The committee is hopeful that this will offset some of the financial hardship placed on Food Share.
3. Funding was still allocated to Food Share, in recognition of the organization's critical role in achieving economies of scale and providing subsidized and free food for many of the smaller food pantries and soup kitchens to distribute.

Funding decisions for Children, Youth and Families

When evaluating applications the uniqueness of every program is considered. It is important to look at the services provided while also considering the capacity of an organization. The Committee recognizes the importance of programs that serve vulnerable populations in Corvallis and the broader county, but must also consider the strength of an organization to continue to effectively provide the services needed in the long-term.

The Committee opted to strike a balance between funding the most critical services, without which our community would most suffer, and investing in programs that have demonstrated strong fiduciary, management, and long-term planning practices. Investing this way helps our community achieve efficiency and continuity in service delivery.

Funding decisions for Homelessness - Chronic

The Basic Needs cycle received two applications for temporary emergency cold weather shelter, both from Corvallis Housing First. One application for provision of shelter for men through the Men's Cold Weather shelter program and one for the provision of shelter for women through the Room @ the Inn program.

The Committee believes it important to support the provision of temporary emergency cold weather shelter; however it expressed concern that the question(s) of the men's shelter location and management of the men's shelter itself remain unanswered.

This funding recommendation package therefore contains an allocation for cold weather shelter, with the Committee caveat that the funding be directed to the agency ultimately providing and managing shelter services.

Agency Requests/Recommendations

Agency	Category	Program	Request	Recommend
ABC House	Health	Project Heal	\$35,000	\$20,000
Boys & Girls Club of Corvallis	CYF	Clubhouse	\$60,000	\$20,000
CASA Voices for Children	CYF	Advocacy	\$15,000	\$10,000
Casa Unidos Latinos	CYF	Basic Services	\$31,540	\$14,000
CARDV	Health	Shelter Program	\$15,000	\$13,000
Coastal Range Food Bank	Food	Food Purchase	\$3,500	\$3,500
Community Outreach Inc.	CYF	Mari's Place	\$40,000	\$25,000
	Food	Food Services	\$40,000	\$8,000
	Health	Health Services	\$65,000	\$35,000
	Transition	Integrated Shelter	\$85,000	\$60,000
Corv Daytime Drop-In Center	Chronic	Counseling	\$32,500	\$15,000
Corvallis Housing First	Transition	Women's Rental Assistance	\$19,000	\$0
	Chronic	Men's Cold Weather Shelter	\$25,000	\$10,000
	Chronic	Room @ the Inn	\$14,000	\$10,000
Corv Albany Farmer's Market	Food	SNAP Incentives	\$2,500	\$2,500
Corv Environmental Center	Food	SAGE Food for Families	\$10,000	\$6,000
Jackson Street Youth Shelter	Transition	Emergency/Transition Shelter	\$40,000	\$30,000
Linn-Benton Food Share	Food	Food Share	\$40,000	\$19,725
Old Mill	CYF	Relief Nursery--Outreach Svcs	\$15,000	\$10,000
	Health	Relief Nursery--Parent Spt Grp	\$10,000	\$7,500
Philomath Youth Activities Ctr	CYF	Scholarship Program	\$5,000	\$5,000
Pastoral Counseling Center	Health	Community Mental Health	\$7,000	\$3,500
OCWCOG	Food	Sr Meals/Meals on Wheels	\$10,000	\$10,000
South Corvallis Food Bank	Food	Emergency Food Boxes	\$22,000	\$18,000
Stone Soup	Food	Stone Soup	\$5,000	\$5,000
Strengthening Rural Families	CYF	Alsea Preschool	\$15,000	\$10,000
Vina Moses	Transition	FISH	\$6,000	\$6,000
We Care	Transition	Financial Assistance	\$8,000	\$8,000
Total			\$676,040	\$384,725

Category legend: Food (Food & Nutrition); Health (Health & Wellness); CYF (Children, Youth & Families); Chronic (Homelessness Chronic); Transition (Homelessness Situational/Transitional)

Food & Nutrition

Programs dealing primarily with hunger relief, nutrition, and food insecurity issues for any population.

Agency	Program	Request	Recommend
Coastal Range Food Bank	Food Purchase	\$3,500	\$3,500
Community Outreach	Food Services	\$40,000	\$8,000
Corvallis /Albany Farmers Market	SNAP Incentives	\$2,500	\$2,500
Corvallis Enviro Center	SAGE Food for Families	\$10,000	\$6,000
COG-Senior Meals	Meals on Wheels	\$10,000	\$10,000
Linn-Benton Food Share	Food Share	\$40,000	\$19,725
South Corvallis Food Bank	Emergency Food Boxes	\$22,000	\$18,000
Stone Soup	Stone Soup	\$5,000	\$5,000
		\$133,000	\$72,725

Coastal Range Food Bank

Food Purchase \$3,500 request

Coastal Range Food Bank (CRFB) has been operating in our Blodgett communities for over 26 years. Once a month approximately 300 needy rural Benton Co. clients shop in our food bank's grocery store setup for 3 to 5 day's supply of produce, meat, and canned, dry foods also bottled drinking water.

There are no similar services here CRFB is the Oasis in this rural island. The closest other food banks are 30 miles or more away. We strive to provide our services with compassion and respect for the dignity of the client.

Recommended: \$ 3,500

Community Outreach, Inc.

Food Services

\$40,000 request

Our food program serves clients in our integrated shelter, those supported by other COI programs, and families from Corvallis and Benton County. Our client range in age from newborns to people in their mid-eighties. Every visitor to Community Outreach first sees our community pantry, which is available to anyone to drop in and take what they need to supplement their food at home. Donations from community members, local restaurants and grocers are a key component of our food program, and demonstrates our community's commitment to working with COI to fight hunger.

We also provide emergency food boxes to individual households, which include enough food to feed a family for three days. Each box includes a balance of protein, fruits, vegetables, grains and dairy products that improve the overall health of our clients, and include information about other food resources available to them. We also provide the kitchen facilities for families to prepare food, including access to a sink, table, chairs, microwaves, utensils, and supplemental food from our food pantry.

Additionally, we provide clients with information about nutrition and cooking. Every other week the Linus Pauling Institute comes to COI to teach nutritious cooking for families, fostering peer support and

communication among the families. COI staff provides childcare so the parents may learn to enjoy cooking. At the end of each class the families have a nutritious meal for their family as well as a recipe they have learned to prepare. We also offer life skills classes on food and nutrition including healthy meal planning, grocery shopping on a budget, and getting the most for their SNAP benefits.

Our case managers are a key component to our agency success as they serve as a coordinator who can address all the foods needs in a client's life from food boxes to information on nutrition to how to access their SNAP benefits. Additionally we are committed to providing a nonjudgmental and welcoming environment that fosters positive peer support among low income and homeless families and individuals. Community Outreach is dedicated to collaborating with other agencies throughout Benton County to provide our clients with a wide array of food related resources.

Recommended: \$ 8,000

Corvallis – Albany Farmer’s Market

SNAP Incentives

\$2,500

Double Up Food Bucks represents a restructuring of our program from a \$6 incentive to a \$2 match for every \$2 spent, up to \$10 per transaction per day. In practice we expect most to match at \$10. DUFB will create an extra \$10 in spending power each time a SNAP shopper takes a like amount off his or her card to spend at the market. Depending on shopping frequency, a shopper could expand the family food budget by anywhere from \$40 to \$80 in a month. Our tentative allocation from Farmers Market Fund is \$17,620 for the downtown Corvallis farmers' markets. Folding in our \$2,000 local match that would be 1,962 transactions at \$10 each. CAFM began offering SNAP access in 2007. In 2010, we followed national pilots and began offering a \$6 incentive for SNAP customers who converted \$6 or more to market tokens. Public support to a 2014 Farm Bill program called FINIP. The Farmers Market Fund in Portland secured some of this funding in early 2015 for about 50 Oregon markets, including ours and other smaller regional markets we helped to be included.

BN funding qualifies as a match to this federal funding. Even with a skeletal second Saturday and second Wednesday schedule, we spent our 2015-16 too quickly to be used for the 2016 season. We backfilled with a discretionary grant from Samaritan Health Services. We may have somewhat less trouble making match timing work from here on. Ideally we would hold any BN funds granted to use as the local match for 2017 and expend those before June 30. In 2015 we redeemed \$30,509 in SNAP and issued \$3,522 in SNAP incentives in 587 transactions – all just in Corvallis. BN represented \$2,000 of that figure. Service counts represented here are duplicated. See the E&M section as to the costs of creating an unduplicated count. CAFM pays minimum wage workers for 4.5 hours at 96 events per season. Higher level employees (including the market director) reconcile the tokens, create spreadsheets and do the accounting to pay farmers for tokens turned in. This is 2-4 hours per week. CAFM also pays for wireless machines and merchant services.

Recommended: \$ 2,500

Corvallis Environmental Center

Sage Food for Families

\$10,000 request

The overarching goal of the SAGE Food for Families program is to get more nutritious, fresh produce into the hands and mouths of people in our community. The program is committed to providing fresh produce to community members who need it most, helping at risk families learn to grow and eat more fresh produce, educating the public about food security, and providing meaningful volunteer and community service opportunities that allow citizens to actively participate in improving access to healthy food and alleviating hunger. The cornerstone of the program is the Corvallis Environmental Center's 1-acre SAGE garden, where 3 tons of vegetables will be grown in 2016. Fresh vegetables are harvested 3-4 times a week at SAGE and delivered to the local food pantries, feeding sites, and social service agencies we partner with for distribution to their clientele. SAGE operates year round, providing consistent deliveries of produce to partner agencies and ensuring fresh nutrient-dense produce is available to feed our community's most vulnerable populations. The program solicits ongoing input from partner agencies

through weekly communications and from the year-end survey each agency completes. This information is used to make adjustments to service during the year, and plan for the upcoming growing season.

The SAGE Food for Families program targets low-income and vulnerable populations in Corvallis. The project specifically seeks to reach the individuals and families who utilize local emergency food services—in particular, the 1,100 individuals served by the South Corvallis Food Bank each month, the predominately homeless individuals who eat the 19,700 free meals served annually by Stone Soup, and the 2,250 low-income students who access food at the OSU Food Pantry. The project also reaches seniors at the Corvallis Senior Center, homeless and runaway teens at Jackson Street Youth Shelter, and families seeking services at Old Mill Center for Children and Families.

The SAGE Food for Families program also engages hundreds of community volunteers. In 2015, 849 individuals (1.5% of Corvallis) volunteered a total of 3,447 hours at SAGE to improve the food security of our community's most vulnerable. As a result of this program, there are more individuals in Corvallis who have an awareness of the food security issues facing our community and a willingness to participate in creating a community that provides access to healthy food for all.

Recommended:
\$ 6,000

OCWCOG Senior Meals

Meals on Wheels

\$10,000 request

Senior Meals/Meals on Wheels is one of many programs offered by Senior and Disability services (SDS) through Oregon Cascades West Council of Governments (OCWCOG). The Senior Meals program has 11 sites throughout Linn, Benton, and Lincoln counties. Each provide two primary services: a congregate dining experience, and Meals on Wheels deliveries. Because seniors' mobility can vary from week to week, integrating these allows us to more comprehensively meet every senior's need.

The following people are eligible to receive meals:

- * Any senior aged 60 or older.
- * Any Native American senior aged 55 or older
- * A spouse of a qualifying senior.
- * Any person volunteering at a meal site.

Congregate Meal Sites — In Benton County meals are served at noon, Monday through Friday, at the Corvallis Chintimini Senior Center. Meals are designed by a dietician to be nutritionally complete and appropriate for the senior population. Those attending have a dining room style experience, giving seniors a place where they can socialize, access resources, and receive nutrition information. Each site is supervised by a Meal Site Manager and a team of volunteers. They greet, sent-up, serve meals and clean up. Meals are prepared by a regionally-contracted service for all meal sites.

Meals on Wheels — Seniors who are unable to attend meal sites because of mobility barriers, health problems, or disabilities, are eligible to participate in the Meals on Wheels home delivery program. Potential participants are referred to the program from a number of sources, including family, friends, neighbors, hospital discharge planners, doctor's offices, self-referral, and internal SDS referrals. Eligibility is determined through an initial in-home assessment by staff, where they are also connected with other needed services. Clients receive annual reassessments if meals are needed on a longer term basis.

Each Meal Site Manager oversees the local Meals on Wheels service. Volunteers package and deliver meals to Benton County residents Monday through Friday. They are trained to conduct daily safety checks for these homebound seniors. Drivers report safety hazards, make referrals for wraparound services, and provide seniors a consistent source of socialization and interaction. A recent Brown university study reports that home delivered meals recipients have significantly reduced loneliness. Senior Meals/Meals on Wheels is a critical service to help seniors live with comfort and dignity. Ultimately, the program strives to alleviate senior hunger, keep seniors safely at home, and build critical community connections. This safety net of social support and reduced food insecurity improves health and hopefully reduces the use of emergency services. Though no other home-delivery meal programs exist for seniors in our tri-county region, there are a number of other programs that we leverage for our

Recommended:
\$ 10,000

participants. Through shared resources, referrals, and other collaborations, Senior Meals/Meals on Wheels program staff work to ensure the highest possible level of efficiency in program delivery. We make referrals and work with programs such as Senior Companion, Volunteer Interfaith Caregivers, RSVP, gleaning programs, soup kitchens, and food pantries, and cities' transportation programs to help with any unmet needs. These programs also refer seniors to our programs.

Linn-Benton Food Share

Food Share

\$40,000 request

Linn Benton Food Share is the regional food bank serving Linn & Benton counties. We are part of the Oregon Food Bank Network and affiliated with Feeding America. The mission of Linn Benton Food Share is to eliminate hunger and its root causes in the mid-Willamette valley. LBFS serves a network of 68 non-profit agencies in the two-county region. We provide food, equipment and technical help to the LBFS network, as well as advocate on behalf of the low income households we serve. Our network consists of four priority types:

Emergency food box: provides food to individuals and families for minimum 3-5 days for preparation at home or off site. Eligibility: self-declaration that household income at or below 185% of federal poverty level. Food boxes provide food for entire family and encourages family meal time. 3 Corvallis area food box agencies have adopted the "shopping style" model for food distribution. This allows clients to choose the foods they wish at the pantry. This approach reduces waste generated by pre-made boxes, allows for greater client feedback on foods available, and creates a welcoming, interactive environment between pantry volunteers and those seeking emergency services. (We've noticed more smiling faces, too.)

Emergency meal site: either emergency shelter program or meal program open to the public. Food is provided and consumed on site. Eligibility: self-declaration that household income at or below 185% of federal poverty level.

Non-emergency supplemental programs: various non-profit agencies that serve vulnerable, low-income populations. Food component is part of services, but not focus of these programs. Eligibility varies as does target populations. Agencies include relief nurseries, backpack programs, low-income day care centers, etc.

Gleaning groups: nonprofit organizations run by low-income members. Collect food from farmers' fields, grocery stores, "backyard" harvests and receive food from LBFS. Groups provide weekly food supplement to member households. Gleaning group activities are coordinated by their own leadership and LBFS gleaning coordinator. Eligibility: 200% of federal poverty level (most households do not reach 100% of guideline). Gleaning groups consist of active members and "adoptees" (homebound populations). Approximately 7,000 individuals engaged in 14 gleaning groups in Linn & Benton counties. Corvallis area is served by Mary's River Gleaners with a membership of nearly 1,000 individuals – approximately 70% are Corvallis residents.

Food Supply: Providing the necessary food to those seeking emergency services is the core competency of Linn Benton Food Share. LBFS is the distributing agency for the USDA commodity program, making up approximately 10% of our overall food pounds per year. Donated food makes up half of the total pounds distributed by LBFS. However, due to changes in the food industry, donations are a declining source of food. As a result, innovative approaches to acquire new sources of donations and purchasing are overtaking traditional donations in providing for the basic food needs of city residents. *Fresh Alliance/Food Rescue:* LBFS picks up "prepared but not served" food at OSU dining halls as well as close-to-code date food at all area grocery stores. Well over 60,000 pounds of high-quality food is saved from the landfill every month.

Food Purchase/Intentional Production: In addition to our goal of providing food to anyone needing emergency food help, LBFS believes individuals and families should be afforded healthy food, too. Food purchase allows us to offer, for example, low-salt or low-sugar alternatives as well as respond to culturally appropriate food requests from clients. In addition, the newly-minted LBFS Intentional Production program partners with local farmers to increase access of fresh food through our network. LBFS helps cover the cost of producing this first-rate, high quality produce. In turn, this helps the local economy, keeping donation dollars circulating locally instead of being sent to food brokers in Los Angeles. Unfortunately, as traditional donations continue to decline, these alternative approaches to food acquisition are more costly. *Community Engagement:* Linn Benton Food Share is

<p>Recommend: \$19,725</p>

committed to telling the story of the individuals and families that are experiencing hunger and poverty. In conjunction with the Oregon Food Bank Network, LBFS regularly engages our local, county, state and federally elected officials to bring light to the challenges and causes of hunger. In addition, LBFS seeks to elevate awareness of hunger and poverty in the community through various media platforms and our own donor pool.

Volunteers: Linn Benton Food Share extensively uses volunteers for food drives, fund raising and service delivery. Most agencies in the LBFS network are volunteer led and organized. Volunteer groups from elementary schools to civic clubs consistently help LBFS achieve efficiencies in food cost with bulk repack projects. In fact, a group of 10 volunteers can save LBFS over \$1500 per hour in repacking rice, beans and oats (labor plus packaging costs).

South Corvallis Food Bank

Emergency Food Boxes

\$22,000 request

The South Corvallis Food Bank provides emergency food boxes to low-income households in south Corvallis. We provide at least a five-day supply of food once each month to anyone who meets the low-income requirements as designated by the USDA and lives in south or downtown Corvallis. Clients may also visit weekly for bread, produce and a selection of USDA Commodity foods. The South Corvallis Food Bank treats each client with compassion and respect. We provide a welcoming environment, including a comfortable client waiting area and a children's play area. We are a shopping style pantry, meaning the clients go around the food bank with a grocery cart, selecting their food from our shelves. A volunteer accompanies each client to offer assistance and explain quantities allowed. This provides a much better experience for the client than the traditional model of handing the client a pre-filled box. It allows the client to select the foods they will enjoy, as well as catering to diet restrictions. We have a separate shelf for gluten-free products, to prevent their contamination from nearby wheat products as much as possible. As a member agency of Linn Benton Food Share (LBFS), we acquire food through them and distribute it from our site in south Corvallis. We supplement the USDA and LBFS provisions with food donated by individuals, organizations, businesses. We place an emphasis on providing healthy and nutritious food. This includes fresh produce grown for us by the SAGE Garden Project (2890 lbs in 2015) and the Produce for the People community garden (2476 lbs. in 2015) as well as produce gleaned from Denison Farms after the Farmer's Markets (2550 lbs. in 2015). We also distribute locally canned jams and syrups made by Jammin for the Hungry (663 pounds in 2015). Local churches and civic organizations join us by helping us to meet our clients' personal care needs, providing necessary non-food items which cannot be purchased with SNAP funds. Zonta provides us with a grant to purchase feminine hygiene products. The Corvallis Friends Meeting House keeps us stocked with toothbrushes and toothpaste, the Benton County Health Department supplies condoms, and Good Samaritan provides children's vitamins. Our partnership with Home Life and WINGS program provides job training to individuals that are developmentally disabled as they sort food for our shelves.

We are open to clients Mondays and Wednesdays from 1pm to 3pm, Thursdays from 5pm to 7pm, and Saturdays from 10am to noon. We offer delivery of food boxes to home-bound clients on the third Saturday of each month. The program is mainly volunteer-staffed with one 0.35FTE employee. Each month approximately 65 volunteers donate 525 hours of their time to keep the food bank running. We receive an average of 3500 pounds of in kind donations each month.

<p>Recommended: \$ 18,000</p>

Stone Soup

Stone Soup

\$5,000 request

As it has since 1982, Stone Soup will provide a full meal free to hungry residents of Corvallis. Although it started with just one meal a week, hard work and growing community support have allowed Stone Soup to meet the emergency hunger needs *every day*. It serves meals seven days a week and plans to do throughout the funding cycle. Last year, ingredients cost less than a dollar per meal; insurance and other costs were 25 cents per meal. Meals will be served by volunteers to all who show up to one of the two donated kitchen/serving/dining spaces, depending on the day of the week. One is in the old St. Mary's School across from Chintimini Park and the Senior and Community Center. The other is in the basement

of the First Christian Church across from Central Park. Both are licensed and certified by Benton County Health.

Our goal is to provide the most nutrient-rich meals possible every day to all who come to our table. Dinners and lunches would include salad, soup, main dish, dessert, bread, milk, juice, coffee, tea, and other beverages. Breakfasts would include eggs, French toast, oatmeal, cold cereal, pastries, fruit, and drinks. We plan to maintain our current schedule throughout the cycle: dinners served 5:30- 6:30 Sundays, Mondays, Tuesdays, and Thursdays; lunches 11:30-12:30 Wednesdays and Fridays; and breakfast 10:00-11:00 Saturdays. Target populations are hungry people: homeless, semi-homeless, veterans, seniors in apartments with no Meals on Wheels on weekends, residents of downtown residential hotels, and, especially toward the end of the month when SNAP cards are empty, families with children. Some suffer from addictions, others mental illnesses. Many are unemployed or have seasonal jobs. The lack of affordable housing leaves many with little left over for food.

Besides a hot meal, other services are provided: an hour or so of shelter inside warm, well lighted, and clean dining rooms with tables and chairs; restrooms; on some days, excess food items such as breads and rolls are given to diners; HIV testing; and emergency supplies such as socks, toiletries, USDA blankets, sleeping bags and tarps. Both sites are ADA accessible. Cooks, servers, and cleanup volunteers interact with diners on a daily basis, learning what menu items are favored and how services might be improved. Overall, more than 400 unique volunteers work on the meals throughout the year. Volunteers are solicited through Stone Soup's website, announcements in newsletters, referral offices on campuses, other social service agencies, and by word of mouth. A volunteer coordinator schedules those offering to help.

Because all work is accomplished by volunteers with the goal of providing well balanced meals daily, Stone Soup relies on many partners who are a regular source of helpers and who provide food, either donated or purchased. Linn- Benton Food Share helps coordinate food donations from local restaurants, grocery stores, OSU, and nearby farms. At times, when necessary food items such as milk, flour, sugar, paper goods, and coffee are not available from LBFS, they must be purchased. The Corvallis Environmental Center's SAGE Gardens, the Mary's River Gleaners, the Kiwanis Club, and, of course, both churches provide for such items as fresh produce, dishwasher soap, and the facilities. Other partners are AmeriCorps, Clodfelter's, Westminster House Campus Ministry, OSU Community Services Programs, Corvallis Daytime Drop-in Center, Benton County Health Department, high school leadership classes, and faith communities of various denominations lend a hand to cook, serve, and clean up each day. Daily meals average 100 diners across both sites and all seven days – more than 36,000 last year. The greatest number for one meal was 177, in January 2015. In 2014, because the soup kitchen had grown into a community-wide program, Stone Soup began operating as a 501(c)(3) nonprofit corporation, registered with the state of Oregon. The owners of both sites, the two churches, continue to provide in-kind support, including kitchen and dining facilities and utilities. The nonprofit pays for accounting services, liability insurance, some repairs and maintenance, and equipment replacement. As evidenced by both the number of diners and the number of volunteers in 2015, Stone Soup has maintained its viability as an agency after becoming an independent agency. By feeding so many, Stone Soup brings an awareness of hunger and homelessness issues first hand to the many volunteers of all ages who lend a hand each week.

<p>Recommended: \$ 5,000</p>

Health & Wellness

Programs addressing physical, mental, social, and/or emotional health, and programs offering services for victims of violence or abuse.

Agency	Program	Request	Recommend
ABC House	Project Heal	\$35,000	\$20,000
CARDV	Emergency Shelter Program	\$15,000	\$13,000
Community Outreach	Health Services	\$65,000	\$35,000
Old Mill Center	Relief Nursery–Parent Support Grp	\$10,000	\$7,500
Pastoral Counseling Center	Emergency Services	\$7,000	\$3,500
		\$132,000	\$79,000

ABC House

Project Heal

\$35,000 request

The immediate and overarching goal of this project is to identify abuse of Corvallis and other Benton County children as quickly as possible so that children:

- *Can be immediately protected and made safe from further abuse;
- * Receive necessary medical treatment for the physical effects of abuse; and
- * connect to other services like trauma therapy within the critical window that provides the best opportunity to heal from the emotional effects.

Range and Types of services: ABC House will provide comprehensive child abuse assessment and support services for Benton County children referred for concerns of child sexual and/or physical abuse and neglect. Services will meet basic human needs for a child’s safety and freedom from fear and violence. As the designated medical provider under Kary’s Law, ABC House will provide medical attention to children with suspicious physical injuries within 48 hours.

How Program Operates: Three core services will be provided at no out-of-pocket cost to families. 10 Medical Exams by physicians specially trained to recognize and treat the signs of child abuse and neglect. 20 Forensic Interviews by trained professional. 3) Support and Advocacy Services to help families cope with the discovery of abuse, understand steps involved in the investigation processes, identify other family needs (e.g. counseling, domestic violence, housing), and connect them with the local community service partners.

2016 Projected Target Population and Eligibility Requirements: Eligible participants are children referred by community partners for concerns of physical abuse, sexual abuse, or neglect. Many children are also witnesses to domestic violence or are drug-endangered. Based on current trends, we expect to serve approximately 200 children from Benton Co. in 2016-17, with approximately two thirds coming from Corvallis (unduplicated). Age of clients is newborn to 18. Gender is 51% female, 49% male. Approximately 80% are from low-income families (based on Oregon Health Plan eligibility). Ethnicity s White or Caucasian (86%); Black or African American (2%); Latino or Hispanic (9%); American Indian or Alaskan Native (1%); Asian (1%); and other Race/Multiracial (1%).

<p>Recommended: \$ 20,000</p>

CARDV

Emergency Shelter Program

\$15,000 request

CARDV's shelter is accessible to survivors 24 hours a day, every day of the year. Transportation to shelter is provided 24-hours a day, ensuring that survivors are able to leave their home any hour of the day or night. There are 16 beds and two cribs available in CARDV's two confidential shelters located in Corvallis. When CARDV's shelters are full, Corvallis motels are used to provide shelter on a short-term basis until space in the other shelter opens up or the survivor is able to relocate to another safe housing option. The shelter locations are confidential. A survivor seeking shelter must have a need to be in a confidential location due to the nature of the violence and the high likelihood that the abuser will be looking for the survivor.

The goal of the emergency shelter program is to work with survivors to ensure they experience less violence, report a higher quality of life and have social support and less difficulty obtaining community resources. Many activities are used to reach these goals. Upon entering shelter advocates provide each resident with the basic necessities including toiletries, linens, food and a bedroom that will only be for a single person or for a family. Meeting basic necessities for a survivor is the first step in working towards a greater quality of life. In order to provide basic necessities to all shelter residents, CARDV relies heavily on volunteers who conduct wish list drives at local grocery stores; Quilts for Caring Hands, who provides quilts; and Linn Benton Food Share for shelter groceries. In-kind donations provide the remainder of basic necessities.

Survivors meet with advocates daily to discuss the dynamics of domestic and sexual violence in order to reduce the survivor's risk of experiencing further abuse. A weekly psychoeducational support group is available to all shelter residents. This group is facilitated by CARDV advocates; childcare and transportation are provided by volunteers. Connecting with others who have also experienced domestic or sexual violence increases residents' social supports and further integrates them into the community.

A requirement of the emergency shelter program is for each resident to set goals that increase self-sufficiency. Volunteer and staff advocates help survivors by providing referrals to local resources, as well as childcare and/or transportation to meetings in the community. Many of the shelter residents access financial benefits from the Department of Human Services (DHS). CARDV has an advocate located at the DHS office in Corvallis to assist with application materials and provide support.

<p>Recommended: \$ 13,000</p>

Community Outreach, Inc.

Health Services

\$65,000 request

Community Outreach provides behavioral, medical and dental services to the uninsured, newly insured individuals who do not have immediate access to providers, low -income and homeless community members, and those staying in our shelters. All of our health services are provided on a sliding fee scale so that no one is turned away due to an inability to pay.

Behavioral health services are provided by professionally trained counselors and includes state-certified outpatient mental health, marriage and family counseling, substance abuse treatment, and domestic abuse intervention and prevention. Mental health and substance abuse treatment offer individualized treatment plans that identify goals and objectives and incorporate group and individual sessions. Mental health focuses on clients improved understanding of their condition and increased ability to manage their symptoms. Substance abuse treatment addresses barriers clients may encounter during treatment, relapse prevention, and creating healthy support systems. We also offer Domestic Abuse Prevention with a focus on developing personal skills and a support network as they work to rebuild their lives. Domestic Abuse Intervention teaches coping strategies; nonviolent ways of talking, thinking and behaving towards others; and works to address beliefs that contribute to generational violence. Additionally we provide walk in crisis intervention for domestic violence, drug abuse, mental illness, and other issues and we offer access to one of our onsite counselors.

Medical services provide acute and primary care at clinics in Corvallis and Lebanon. We provide specialty clinics by appointment for physical therapy, diabetes education, gynecology, and psychiatric services.

Clients are also referred to specialists, as needed, and receive lab and radiology tests and prescriptions at little to no cost. Though Advantage Dental and the Linn-Benton Community College Dental Assistant program, we provided basic dental care services one or two times per month, based on need and availability of services. Additionally, Community Outreach has partnered with local medical providers, translators, farms, and businesses to provide preventative and acute medical care at temporary rural clinic locations for individuals throughout Benton County who still face barriers to healthcare.

Medical and dental services are provided by volunteer doctors, nurses, physician's assistants, and specialists. We collaborate extensively and community partners such as Corvallis Advantage Dental, Linn County Health Department in Lebanon, Corvallis Clinic, Linn Benton Community College Nursing Assistant program, the LBCC Dental Assistance Program, S=Good Samaritan Regional Medical Center, and Oregon State University School of Pharmacy, Philomath Grange Hall, Gathering Together Farms, Benton County Mental Health, and CARDV to facilitate clinics and provide a comprehensive range of series to our clients. In addition, we value our clients' input about our programs, and each client is given the opportunity to provide us with feedback through surveys or sharing their input with our program staff.

Recommended:
\$ 35,000

Old Mill Relief Nursery

Relief Nursery – Parent Support Group

\$10,000 request

The Relief Nursery mission is to help build strong and resilient families while keeping children safe and in their homes. This program works with some of the most vulnerable and at-risk families in Benton County with children birth through age six. Families come to us from multiple referral sources including other community service providers, pediatricians, DHS Self-Sufficiency or Differential Response programs, friends and neighbors as well as the families themselves. Core services include therapeutic classrooms focusing on social-emotional well-being and development of children; home visiting and outreach services, designed to meet parent where they are and ensure that basic needs are met so they can focus on providing nurturing parenting; parenting education, helping break generational patterns of abuse and neglect- resource closet for emergency food, clothing and such items as diapers and wipes; transportation assistance, including transportation of children or families to/from programming and providing gas cards, increasing accessibility of services; and resource and referral, recognizing that families may need served outside the scope of what Relief nursery can provide. All services are provided to stabilize families and encourage self-sufficiency.

The Relief Nursery Parent Support Group is an intricate blend of mental health and parent education offered weekly for three hours with child care provided. Currently running three days a week in four 10 week quarterly sessions, parents report that this is a critical life-line for them in connecting with other parents to reduce isolation and their stress while learning new age-appropriate parenting techniques. Parents are better able to meet their family's basic needs when these other concerns are addressed and reduced.

The program is facilitated by an experienced .2 FTE Parent Educator and a .2 FTE Mental Health Counselor with input from the group members. During the Parent Support Group children receive age appropriate child care and therapeutic classroom interventions. Facilitators participate in bi-monthly staffing with the key Relief Nursery staff who serve the families in other parts of the program (Outreach, Therapeutic classrooms and child care.)

While the Relief Nursery utilizes highly skilled and trained staff for its programs, volunteers and interns from Oregon State and Western Oregon Universities provide additional support on home visits. This enables home visitors to have sensitive discussions and parents/care givers out of ear shot of young children. The Relief Nursery has strong partnerships with the Early Learning Hub of Linn, Benton, and Lincoln Counties, which shares data and resources as well as a soon-to-be hired parent engagement specialist; Strengthening Rural Families, the RN's co-host for the Monroe health Fair; the Corvallis and Monroe Benton county Public Libraries, which provide space for special family events, parent groups and bi-lingual story times; and Linn-Benton Community colleges Parenting Education Hub which provide parenting education curriculum training (Nurturing Parenting and Abriendo Puertas) to home visiting staff.

Recommended:
\$ 7,500

Pastoral Counseling Center

Emergency Services

\$7,000 request

The Pastoral Counseling Center (PCC) provides counseling and psychotherapy to the community to help individuals, couples, and families address their mental health issues in Benton and Linn Counties. PCC helps people debilitated by their mental health needs who don't have access to mental health care get what they need to start the path toward stability. We offer strategies for those with addictions to prevent relapse and facilitate recovery, engaging family members when appropriate and conduct loss/grief programs for seniors moving from family homes to assisted living. Besides the three major problems presented to our counselors above, PCC assists in relieving the remaining mix of disorders brought by clients including anger management, childhood trauma, bereavement, mania, post-traumatic stress disorder, sexual abuse, and substance abuse. Our counselors are suitably trained and experienced to address each one of these issues. Importantly, the Community Mental Health program is open to all based on need. We work with our clients to adjust the standard fee according to income so that they are able to access services. Adjusted fees are based on federal poverty guidelines and household income. In 2015, **85% of the center's clients used adjusted fees**, and the average fee was \$33.00 per session. Over half of the center's clients make less than \$25,000/year. Also, we have recently started to accept Oregon Health Plan insurance which will help low-income clients access our services as well. For clients who likely qualify for Oregon Health Plan, but are not currently enrolled, we will provide referrals for sign-up assistance. Our center also coordinates local delivery of a full spectrum of services with the Benton County Mental Health Department and Community Outreach. Clients needing psychiatric evaluations and medication management are referred to Mental Health, while those needing abuse prevention and transitional housing services are directed to CARDV and Community Outreach.

Both Mental Health and Community Outreach send clients needing longer term individual psychotherapy or couples and family counseling to the Pastoral Counseling Center. Since 1977, PCC has served as a resource in Benton and Linn counties for those who are uninsured or cannot afford services elsewhere. Although its origin was with three local ministers, the program maintains no religious or doctrinal orientation nor does it promote any religious or political belief. A psychologist supervises a staff of licensed mental health professionals and registered interns. Their education, training, and experience enable a broad spectrum of quality care including personal and relationship counseling, conjoint therapy, parent coaching, and family therapy.

<p>Recommended: \$ 3,500</p>

Children, Youth and Families

Programs offering child care, after-school care, parenting support, youth skill building, youth advocacy, and other services specifically for youth and children under 18 years of age.

Agency	Program	Request	Recommend
Boys and Girls Club-Corvallis	BGCC Programs	\$60,000	\$20,000
CASA	Advocacy	\$15,000	\$10,000
Casa Latinos Unidos	Basic Services	\$31,540	\$14,000
Community Outreach	Mari's Place	\$40,000	\$25,000
Old Mill	Relief Nursery – Outreach Services	\$15,000	\$10,000
Philomath Youth Activities Ctr	Scholarship Program	\$5,000	\$5,000
Strengthening Rural Families		\$15,000	\$10,000
		\$181,540	\$94,000

Boys & Girls Club of Corvallis

BGCC Programs

\$60,000 request

For nearly 300 days of the year Boys and Girls Club of Corvallis (BGCC) provides a safe place for afterschool activities, daily meals, transportation and free services to transitional/homeless youth, youth in foster care and youth facing poverty from 2:30pm – 6:30pm (statistically the most troublesome hours for young people) during the academic year and between 7:30am – 6pm when school is not in session. BGCC is the only provider of afterschool care in Corvallis for families who cannot afford licensed or in-home childcare. Real success comes when every Corvallis family is financially stable and self-sufficient and able to afford other necessities. We are dedicated to ensuring that our community's disadvantaged children have greater access to quality programs and services that will enhance their lives and shape their futures. We provide a platform for success and a place for youth to create pathways toward brighter futures. Youth receive the additional time and attention to offset the learning barriers associated with poverty. We provide nutrition, dental health screenings, mentorship in supportive relationships, mental health supports and prevention of bullying-a major factor in youth suicide. The Club is open to all youth. Youth and families requesting scholarships complete income verification.

We partner with many agencies who bring their expertise to our club to deliver services to the children we see daily including Benton County Health, Center Against Rape and Domestic Violence, Jackson Street youth Shelter, community Outreach, CASA Voices for Children, Trillium family Services, and ABC House. We partner with the Corvallis School District for transportation and food service. Old Mill Center brings their expertise in mental health services into our club. Over 1,000 unique volunteers serve over 24,000 in-kind hours, worth over \$500,000. The youth we serve are also partners in service delivery. Our formal youth feedback process is coordinated by three youth leadership teams in elementary, middle, and high school programs. Through a well-established process and with the guidance of youth development staff, youth bring input to program impact teams. Our program provides emergency and transitional services in a multitude of ways:

- Alleviating hunger and food insecurity by providing 600 meals at our Corvallis Clubhouse and at our satellite sites at Corvallis schools.
- Transportation for homeless/transitional youth. Of greatest concern are the homeless and transitional youth families. We connect with an average of 10 through the referrals from Community Outreach.

The Corvallis school district refers 228 homeless, school-age youth to BGCC. BGCC provides homeless youth with annual memberships, non-school day scholarships (including summer), and transportation from and from our club following dinner.

- Free annual memberships, non-school day and summer day fees (\$34 daily for middle school youth, \$80/week for 1-8th grade, and \$150/week for incoming kindergarten youth) for 10 CASA youth. This support of youth in foster care will alleviate the difficulty foster parents face in providing food, clothing, and childcare with limited state support.
- Children from isolated communities in South Corvallis also received transportation home from BGCC. A total of 120 youth are served in South Corvallis. Many parents do not have the means to transport their children and are apprehensive about younger children riding public transportation. These youth access BGCC's transportation services.

Recommended:
\$ 20,000

CASA – Voices for Children

Advocacy

\$15,000 request

CASA's investigate, facilitate, monitor and advocate for the best interests of the child. Judges consider Advocates the "eyes and ears of the Court" and value their thorough and un-biased reports and recommendations for both the child and the parents. While CASA's main focus and responsibility is the child, we work hard to support the parents in receiving the services they need to be successful and make lifestyle changes.

CASA-Voices for Children recruits, trains and assigns and technically supports community volunteers to advocate for abused and neglected children. Volunteers attend extensive 30 hours trainings to ensure each child has a voice within the legal system and their needs are being met.

CASA collaborate most frequently with DHS Child Welfare Services, Juvenile Court System, Juvenile Probation Department, Jackson Street Youth Shelter, ABC House, Old Mill Center, and Benton County Mental Health.

CASA-Voices for Children takes pride in providing a unique and unduplicated program that continues to serve 100% of the children who are within the legal custody of child welfare. There are no other organization that have a similar mission or provide like services.

Recommended:
\$ 10,000

Casa Latinos Unidos de Benton County

Basic Services

\$31,540 request

Casa Latinos Unidos de Benton County is an organization committed to facilitating the integration of Latinos into the broader community by (a) promoting the wellbeing of families, (b) providing opportunities for leadership and capacity building, (c) supporting and advancing equal rights and equal access, and (d) creating a climate of tolerance and cross-cultural understanding. We provide the following basic services to our clients: assistance filling out forms (i.e., W2 Forms; job applications, rental forms, legal court documents etc.); translation and interpretation; information and referrals to human and social service agencies; document and facilitate the investigation of discrimination cases.. We are currently offering, notary public, tax preparation services and immigration form filing. Casa Latinos Unidos currently became partially accredited by the BIA to assist low income clients with form filling at a reduced cost. Through feedback from the client, we learn of our successes and what services are still needed. Our volunteers from the community and the University have been instrumental in the success of the organization. Current partnerships and collaborations include but are not limited to AARP, BCHD, CMLC, School District, ACORN. Casa also helps fill the gaps from other organizations. For example, ACORN had the BIA accreditation to provide legal and immigration service's but is no longer able to provide that service; it now refers clients to Casa. Our office is open Monday through Friday, 10:00am to 2:00pm. Workshops and events are conducted at convenient times for our client population.

Recommended:
\$ 14,000

Community Outreach, Inc.

Mari's Place Request

\$40,000

Mari's Place is a state certified childcare center designed to serve children who have experienced early childhood trauma, are in poverty, and are currently or at risk of experiencing homelessness. Priority is given to families if COI's shelter, and last year one in four of the families served by Mari's Place were living in our transitional shelter. We support children and parents by providing a foundation of social and emotional learning to prepare the entire family for success in kindergarten.

Inspired by the Waldorf model, Mari's Place was created to help children feel safe and protected in their environment. Our play based learning encourages creativity and responsibility and the children who attend Mari's Place are encouraged to talk about their feelings, play outdoors, and simply be children. They eat fresh food, grow their own vegetables, and learn how to interact in healthy ways to address conflict with their peers. Our nurturing caregivers and calm, secure atmosphere helps children establish positive feelings about themselves and the world around them.

While the focus on Mari's Place is the children, addressing the needs of the entire family is a key component of breaking the generational cycle of neglect, abuse and poverty faced by so many of those we serve. We engage parents in the classroom through volunteering in classrooms one hour a week and attend a minimum of three parenting classes every quarter. We also provide frequent updates to parents and give them the tools to understand the developmental stages that are generally expected of children at various ages.

Additionally, the families of Mari's Place also have access to agency services that suit their family's needs including shelter, mental and behavioral health counseling, addiction counseling, life skills classes, and crisis intervention and information and referral services. We also have seen an increased need in the families of Mari's Place who received services from the Parent Enhancement Program, and we have begun a partnership with Motor Good Resale Shop to meet the basic needs of the children by providing free diapers, baby food, and clothes.

Priority is given to children who are staying in COI's transitional shelter, and last year approximately half of the children served by Mari's Place also lived in COI's shelter. In order to better meet the needs of these children we have added a new staff position, the Child Support Specialist (CSS), who is focused on the unique needs of the children. Additionally this position also provides parenting support, modeling appropriate parenting behavior for families and providing opportunity for positive parent/child interactions.

Community support is a key part of Mari's Place. We rely on volunteers and parent to help out in the facility, and keeping the cost of staff down. If a child's needs are outside the scope of work we do, we make a referral to other appropriate agencies. Some of our partnerships include Old Mill, CARDV, Oak Creek youth Correctional Facility, college Hill, Benton County Parole and Probation, Early Intervention Services of LBL ESD (Linn Benton Lincoln Educational Service District), Corvallis Waldorf School and the LBCC Family Connections Program. Additionally we value the feedback from the families we serve, and the Mari's Place staff regularly meets with parents to discuss their child's development and get their feedback.

<p>Recommended: \$ 25,000</p>

Old Mill Center for Children and Families

Relief Nursery – Outreach Services

\$15,000 request

The Relief Nursery mission is to help build strong and resilient families while keeping children safe and in their homes. This program works with some of the most vulnerable and at-risk families in Benton County with children birth through age six. Families come to us from multiple referral sources including other community service providers, pediatricians, DHS Self-Sufficiency or Differential Response programs, friends and neighbors as well as the families themselves. Core services include therapeutic classrooms focusing on social-emotional well-being and development of children; home visiting and outreach services, designed to meet parent where they are and ensure that basic needs are met so they can focus on providing nurturing parenting; parenting education, helping break generational patterns of abuse and neglect- resource closet for emergency food, clothing and such items as diapers and wipes; transportation assistance, including transportation of children or families to/from programming and

providing gas cards, increasing accessibility of services; and resource and referral, recognizing that families may need served outside the scope of what Relief nursery can provide. All services are provided to stabilize families and encourage self-sufficiency. The OMC Nursery also provides a unique Parent Support Group combining mental health and parenting support to all enrolled families.

The Outreach Home visiting program is designed to meet families where they are to ensure that basic needs are met. Family need dictates the frequency of home visits. Visits occur where families are most comfortable meeting, including in shelters, homes, co-living environment, parents, libraries, coffee shops and Old Mill Center. They may occur as frequently as twice a week. As transportation is a barrier for many of our families, having a home visitor come to them has been a tremendous boost in engaging families. Home visitors can help families seek appropriate housing, connect to TANF and food stamps, find a primary care provider, enroll in Oregon Health Plan and other needed services, such as counseling and services for victims of domestic violence. Home visitors provide parenting education and coaching to parents. They support parents in court or other meetings they might need to attend. They provide developmental screenings for the children, bring engaging activities that support learning and attachment and also support children when struggling in other care environments, such as child care or preschool settings.

While the Relief Nursery utilizes highly skilled and trained staff for its programs, volunteers and interns from Oregon State and Western Oregon Universities provide additional support on home visits. This enables home visitors to have sensitive discussions and parents/care givers out of ear shot of young children. The Relief Nursery has strong partnerships with the Early Learning Hub of Linn, Benton, and Lincoln Counties, which shares data and resources as well as a soon-to-be hired parent engagement specialist; Strengthening Rural Families, the RN's co-host for the Monroe health Fair; the Corvallis and Monroe Benton county Public Libraries, which provide space for special family events, parent groups and bi-lingual story times; and Linn-Benton Community colleges Parenting Education Hub which provide parenting education curriculum training (Nurturing Parenting and Abriendo Puertas) to home visiting staff.

Recommended:
\$ 10,000

Philomath Youth Activities Club

Scholarship Program

\$5,000 request

PYAC offers scholarships for each program: after school childcare, summer day camp childcare, afterschool drop in clubhouse, athletics and Safety Town.

Typically scholarships are offered based on financial need and number of people in a household. We generally do not scholarship more than half of a program cost. Families are asked to complete a scholarship application and include any kind of assistance or income they receive. They are also able to include any unusual circumstances on the application.

At times, we have families in dire need or that are in crisis or a transition time and for those families we may scholarship up to 100% of their services on a temporary basis. They are then required to check back in with us and reassess after circumstances have hopefully improved.

Our mission is to provide positive recreational and educational opportunities to the youth in our community. It is our policy not to turn any child away due to their parent's inability to pay. We are governed by a 16 member volunteer board of directors. We utilize volunteers in all of our childcare programs as well as our athletic programs and Safety Town. We frequently partner on various projects with members.

Recommended
\$5,000

Strengthening Rural Families

Alesea Preschool

\$15,000 request

Strengthening Rural Families currently operates the preschool in Alesea for children ages 2.5 to 5 years old on the Alesea School schedule for 4 days a week, Monday/Wednesday from 8:00am-11:30am and Tuesday/Thursday from 8:00am-3:20pm. School begins in late August and ends in mid-June, following the Alesea School District calendar.

Our key staff is our lead teacher, who works 25-29 hours a week. Our assistant teacher, who works the morning class hours, is paid by Alsea School District as an instructional aide and is receiving training to qualify as a lead teacher.

Strengthening Rural Families is uniquely qualified to address the needs of the Alsea community because we have built and maintain a partnership with the Alsea School Board, the school superintendent, school staff, preschool parents and the Alsea community. The Alsea School provides a part-time instructional assistant for the preschool.

The parents commit to raising \$5500 to support their students in the preschool. This year, they held a fun run and sold Christmas trees and wreaths to raise funds. Community businesses offer their discounted services, fundraisers and to host field trips for the preschoolers. For instance, John Boy's Mercantile hosts a Pinewood Derby for the community and the proceeds directly support the preschool. Both the Alsea Community Library and Alsea Fish Hatchery have hosted the preschoolers on short educational field trips.

Recommended: \$10,000

Homelessness- Chronic

Programs providing shelter, temporary housing, and/or other services for chronically homeless persons.

Agency	Program	Request	Recommend
Corvallis Daytime Drop-in Center	Programs	\$32,500	\$15,000
Corvallis Housing First	Men's Cold Weather Shelter	\$25,000	\$10,000**
Corvallis Housing First	Room @ the Inn	\$14,000	\$10,000**
		\$71,500	\$35,000

**See previous note in opening narrative

Corvallis Daytime Drop-in Center

\$32,500 request

The CDDC mission is to respond to the significant, emergency and transition needs of our target population which includes individuals who are experiencing homelessness, low income, mental health or dual diagnosis issues by providing dignified personal assistance and advocacy for basic human services. Filling out our intake forms verifies low income eligibility. Services provided include: information and referral, socialization, food, medical assistance, prescriptions and provider visits, mail, emergency phone, shower shuttle, identification (ID, SSI/SSDI/birth), crisis counseling, transportation funds for urgent services, mentoring, assistance with education and housing, and immediate employment through our Homeless Employment Launching Project (HELP).

CDDC is operated and administered almost completely by community volunteers. One .5 FTE administers HELP, which not only provides participants the opportunity to work in the community, gain income, build work history, and expand their network but also increases their dignity, respect, and self-worth. Additionally, we work with a licensed clinical social worker and certified alcohol and drug counselor (CADCI) to provide counseling. These counseling services are provided by Greg Smith at a greatly reduced cost to our clients.

CDDC has a long history of intersection with health organizations, shelters, governmental and private organizations and community members in order to meet the needs of center guests. We have strong partnerships with Benton County Health Services, Corvallis Housing First and Community Outreach Incorporated. In addition, we ally closely with Community Services Consortium, the Oversight Committee of the Ten Year Plan and its Adult Services Team, Vina Moses, Corvallis Police Dept., Love INC., Corvallis School District's Homeless Education Program, Veteran's Administration Housing Services, Stone Soup, Good Samaritan Hospital and others. CDDC works together with these myriad partners to provide a functional network of resources without duplication or redundancy of services.

Recommended:
\$15,000

Corvallis Housing First

Men's Cold Weather Shelter

\$25,000 request

The MCWS is open nightly from 7pm to 7am from November 1 to March 31. Following best practices for shelters (1000, Homes) the men keep the same bunk when they are in the shelter regularly, and have some space to store personal items. This provides them with a sense of stability, even if it is only for 5 months. Upon arrival, the men's bags are checked for contraband (weapons, alcohol, illegal drugs), and each man is checked in. Upon check-in, each person signs-in and records their bed number; the sign-in process is a recommitment to follow shelter guidelines.

Many guests go to bed as soon as they arrive. Others enjoy nutritious snacks, and a video or a quiet conversation until lights out at 10pm. In the morning, guests are encouraged to get a hot beverage and a small snack before they head out for the day.

At the shelter, men have access to case management and information/referral services to help them improve their quality of life. The case manager also keeps office hours at the shelter a couple of days each week, giving men a chance to a little more privacy as they share their concerns.

Staffing for the shelter is provided by one paid staff on duty at all times. This requires 1.8 FTE each evening. The paid staff is always accompanied by volunteers. We have 6 volunteers a night. We use at least 250 volunteers and 3,000 volunteer's hours during the 5 month period (demonstrating with their personal time the value they place on this program). The early evening is staffed by a trained case manager, who spends extra time each week day providing case management. We plan to hire a licensed clinical social worker, or a license counselor with some expertise in mental health to supervise our case managers for Corvallis Housing First (including a new one for the WRAP and women's shelter). We also have daily housekeepers to keep the shelter clean and to minimize odor buildup.

Recommended: \$10,000 Conditional

Corvallis Housing First

Room @ the Inn

\$14,000 request

R@N offers housing for up to 15 women each night from November 1 until March 31. Women are allowed to enter the shelter between 7 and 8 pm each night, and they must leave the shelter by 7am each morning. Women who have substance abuse issues are allowed at the shelter as long as they are not disruptive or threaten other guests or staff. Showers are provided three times a week. A hot dinner is provided on site two times per week (when not available elsewhere in the community) and a substantial snack is available the other nights. Breakfast is provided in the morning before the women leave for the day. As a partner agency of Linn Benton Food Share, the shelter obtains nutritious food at reduced costs. Volunteers also contribute food, primarily fresh fruit and vegetables, each week. Clean bedding is provided for all of the guests, with sheets and towels laundered regularly. The shelter has a limited supply of emergency clothing (including socks, underwear, gloves hats and scarves), and coordinates with the Corvallis Oddfellows to provide the opportunity for the women to do their personal laundry for free every week.

Since the opening of the shelter in November 2015, 54 women have stayed at the shelter. The shelter is currently staffed by a volunteer part-time shelter manager, a paid evening staff member who works from 6:30 – 8:30pm, a paid overnight staff person who works from 11:00pm until 7:00am, two nightly volunteers who come from 6:30 – 11:00, and an overnight volunteers who sleeps at the shelter from 11:00 until 7:00 am. Without consistent staff members present, volunteers (often college students or community members) could potentially find themselves in a situation that they were unprepared to handle without assistance. The goal for the upcoming season is to focus on securing more permanent housing for women through case-management. It is the hope that a case-manager could secure permanent housing for two-thirds of the current guests. However, many of the shelter guests need help in navigating the complex system of accessing and securing benefits including housing, mental health support, and vocational services.

Recommended: \$10,000 Conditional

Homelessness—Situational/Transitional

Programs providing shelter, temporary housing, and/or other services for temporarily homeless persons.

Agency	Program	Request	Recommend
Community Outreach	Integrated Shelter	\$85,000	\$60,000
Corvallis Housing First	Women's Rental Assistance Program	\$19,000	\$0
Jackson Street Youth Shelter	Emergency Transitional Shelter	\$40,000	\$30,000
Vina Moses	FISH Emergency Services	\$6,000	\$6,000
We Care	Financial Assistance	\$8,000	\$8,000
		\$158,000	\$104,000

Community Outreach, Inc.

Integrated Shelter

\$85,000 request

Our shelter programs serve men, women, and families ranging in age from newborns to people in their mid-eighties and are divided into three categories; emergency, temporary, and transitional. Emergency shelter is open year round and serves as a first step to getting families off the street where they are exposed to higher health risks. For many homeless families our program may be the only place where they can receive free hygiene products, food, and access to kitchen facilities to prepare meals which improves their overall health. Our zero tolerance policy for illegal drugs and alcohol is temporarily suspended to offer this service to homeless families in need of a safe and warm place to sleep.

Clients in temporary shelter are given all the services of emergency shelter as well as access to health services. Temporary shelter is available to single men, women and families for up to 10 days, and provides each individual with a bed and space to store belongings. Clients who have acknowledged a desire for stability may apply for transitional shelter which provides full time housing in a structured and supportive environment where clients can work towards their goals. We require clients in temporary and transitional shelter be alcohol and drug free for the safety of children in shelter, the clients in our substance abuse programs, and our staff.

While in transitional shelter clients have access to a full continuum of services including medical and dental care, mental health and substance abuse treatment, affordable childcare. Each family and individual is paired with a case manager who will work with them to understand their individual needs and create an action plan that identifies their goals and the barriers to achieving them. Our case managers build a relationship of mutual trust and respect and strive to meet families where they are at, focusing on their strengths over their weaknesses, and provide clients with a support system as they work to achieve long term stability.

Clients also attend like skills classes which incorporate peer support and cover a range of topics with a focus on developing coping skills, communication skills, financial fitness, nutrition and health meal planning, shopping on a budget, and career skills. We also offer like skills classes that are tailored to veterans, young adults, and families. In addition, to meet the needs of families with children we have recently begun a partnership with Mother Good Resale Shop to provide them with supplies such as free clothes, car seats, and cribs, and our PEP pantry provides food, diapers, and formula. We have also recently added a new position, the Children Support Specialist (CSS), who is focused on the children of the families we serve, and coordinates with the local 509J school district and each family's case manager. The overall goal of the Child Support Specialist is to understand the unique needs of the children.

The integrated shelter program also serves homeless and low income individuals from our community, providing showers, free hygiene supplies, bus tickets, and phone, mail, and message services. We also operate an information and referral phone line that operates 24 hours a day. Social Service Assistant answer the calls, talking individuals through a crisis, and providing them with information to alleviate their crisis. We work closely with other community agencies through referrals including, Stone Soup, 509J school district, CSC, HUD, VA, DHS, the Day Time Drop-in Center, CARDV, and Benton County Mental Health, and secure resources for our clients with Linn-Benton Food Share, Willamette Neighborhood Housing Authority and Linn Benton Housing Authority. We also have OSU interns working at our front desk and frequently have volunteers from fraternities, sororities, and community groups and individuals volunteering in our program, and each client is given the opportunity to provide us with feedback through exit surveys and feedback from. Clients can also have their input with case managers or other program staff.

<p>Recommended: \$60,000</p>

Corvallis Housing First

Women’s Rental Assistance Program

\$19,000 request

The Women’s Rental Assistance Program helps women with children and some single women secure or hold onto housing through a small monthly rent stipend (\$200/month for up to a year) and active case management. In reaching that goal, we work with Chris Hawkins, the 509J Homeless Student Coordinator, and with other members of the Adult Service Team to identify and screen families and individuals who can most benefit from the services we provide. Stable housing allows children the sense of wellbeing that can help them focus more energy on their education and less on where they might sleep that night, or whether they will have to leave from their home because of job loss, or other parental issues. Currently the case manager for his program also manages the Men’s Cold Weather Shelter and Partner’s Place as well as several individual referral by the Adult Service team. She tried to be available to meet with families any weekday, and also provide emergency help on the weekend. She also works with the children to provide encouragement and support and to listen to their concerns about the family situation. A second part time case manager could dedicate more time to these clients fiving tem greater support to meet their goals, and also working with them on developing the skills they need for self-sufficiency and stability.

<p>Recommended: \$0</p>

Both case managers will be supervised by a licensed clinical social worker or licensed family therapist to help them be more effective in their work.

Jackson Street Youth Services

Emergency Transitional Shelter

\$40,000 request

Runaway and Homeless youth need a safe place to be while they are in crisis. Our Emergency Shelter and Transitional Living Programs, provide safe, stable housing and services for runaway and homeless youth ages 10-20. Runaway and homeless youth ages 10-17 in need of emergency and transitional shelter are served in our Corvallis House on Jackson Avenue. Most of these youth are in need of short-term shelter and return home. For youth cannot return to their families, they may enter our Transitional Living Program while at our Corvallis House where they learn skills to live on their own. If youth turn 18 while in our Transitional Living Program, they are eligible to enter our Next Steps House which is a long-term program to transition youth to independence. Both of these programs offer a continuum of services such as family mediation, educational support, case management and referrals for services, Independent Living Skills classes, mentoring, and Positive Youth Development activities to improve their safety and well-being. Our Corvallis shelter is state licensed and we participate in federal Runaway and Homeless Youth funding that requires us to follow best practices.

Youth come to us in a variety of ways. Like our emergency shelter, we have a crisis line that operates 24/7, 365 days a year. We receive referrals through the crisis line and local agencies such as the Benton County Juvenile Department, parents and guardians, and youth sometimes refer themselves. Youth who enter shelter are often involved in our outreach program. Shelter intakes are arranged with guardians, if

possible, and youth. Shelter rules and structure are explained and information is gathered about the youth's concerns and assets. Maintaining youth's existing relationships in the community is very important in this process and education is a special emphasis. The shelter supervisor is responsible for ensuring that the youth remains in their school of origin, or are connected with a school. We then work with the youth and their family on a case plan to address the youth's immediate needs and resolving the issues that brought them to shelter. Caseworkers are on staff 24/7 in the shelter and work individually with youth to provide a daily structure and assist in managing the youth's case plan. While most youth exit shelter after a short time (the average stay is two weeks) some youth cannot return home and are allowed to stay in shelter for an extended period and the work shifts to helping the youth grow their independent living skills and find a safe place to be. Shelter youth in this situation and other older homeless youth ages 18-20 in the community are eligible to enter the Next Steps house, but they must apply to the program and are accepted if they have shown an interest and commitment to continuing or completing their education, growing their employment skills, and participating in programming. Youth may stay at Next Steps for up to 18 months or until they have accomplished their goals and are ready to move out to a safe place. Throughout this process, providing youth stability and helping them grow positive relationships with individuals and the community is key at all points of our work. Youth are seen as unique individuals and partners in this process and their case plan is driven by their concerns, needs, and assets. Other agencies and caregivers are involved in carrying out the case plan as well. Shelter life is very much structured like a family home; youth help with contributions or chores, there is a schedule for meals, homework time (every evening Sunday through Thursday), outings, and recreation. Youth and staff prepare meals and eat together. Volunteers provide positive connections to caring adults.

Volunteer tutors help youth during homework time and also assist with activities such as meal preparation. There are other ways volunteers support youth, for example, service groups regularly deliver groceries to the shelter that we can't obtain through Linn-Benton Food Share. Youth in all of our programs have access to our Quality-Based Mentoring program which pairs screened and trained volunteer mentors with youth for at least a year. They can also participate in our Independent Living

Skills classes and Girls Circle and Boys Council support groups. Currently, we have at least 80 volunteers who work directly with youth or help support our efforts through service projects, serve on our board, help us maintain our shelter, or provide necessary items on a regular basis. Importantly, over 80% of the youth who exit shelter maintain their connection with Jackson Street through entering

Recommended:
\$30,000

Aftercare Services. In this program, caseworker staff contact youth on a regular basis and continue to meet with them about their case plan and referrals for services for a year or more. Youth are also welcome to join any of our programs after they leave.

Vina Moses

FISH Emergency Services

\$3,000 request

The FISH program keeps families in a safe and secure home ensuring a living environment to nurture and care for family members. The project provides emergency financial assistance to Benton County and Corvallis families who have received eviction notices or shut off notices from utility providers.

Recommended:
\$6,000

We Care

Financial Assistance

\$8,000 request

We Care's goal is "We Care provides compassionate financial assistance to Benton County residents in emergency need." We seek to solve short-term financial emergencies for which there is no other assistance. Anyone in Benton County may apply; 74 % of grantees are from the city of Corvallis. Many recipients have monthly income below \$1000. Some have only food stamps; many are families with only TANF and food stamps; some live in subsidized housing and would lose the subsidy without our help. Many of our recipients are single parents; are disabled or have disabled family members; have lost work hours or jobs. Many are in transition: some are victims of domestic violence, recently divorced, have just completed programs that aid recovery from substance abuse, or have recently been released from jail.

This is how We Care works.--A Community Services Consortium (CSC) staff member receives applications (she is available 9-5, M-F, spending 12 hr/week on We Care business). During 2015, there were 1076 calls inquiring about We Care; of those, 198 did not follow up, 100 did not live in Benton Co., 96 were otherwise not eligible, and 287 were referred to other agencies that could better serve their needs, including CSC, churches, Fish, Love Inc., homeless shelters, Furniture Share, Department of Human Services, Willamette Neighborhood Housing Services, Veterans Affairs, Legal Aid, and mental health services. Of those for which there was no other source of help, 354 were brought to the We Care Board, after the CSC staffer checked and summarized their information. The Board receives only the information it needs to understand their financial situation. The Board approved 306 of 354 applications they considered in 2015 (unduplicated number of families, with 1 to 8 family members). Priority for funding increases for families with children; an eviction or utility shut-off notice, a chance to escape homelessness or regain a utility; and an emergency that is not self-caused. We also favor first-time recipients and those who can become financially sustainable. Our usual maximum grant is \$400; our average grant in 2015 was \$306. Applicants who are not funded may re-apply if their situation changes substantially or if the Board invites them. We write checks to the vendor (for example, landlord). Our CSC staffer informs applicants of board decisions and sends checks to the vendors. Salary for our CSC staffer is provided by CSC. The Board, all volunteer, meets weekly to allocate funds, three times a year with representatives of our 20 faith community members, and as needed for other decisions. Our financial records are kept by two volunteers, not members of the Board.

We receive funding from our 20 faith community members; an annual fund-raising letter; other donations from individuals, businesses, foundations, city governments and other community organizations; and distributions from our endowment, held by the Benton Community Foundation (5.6% of 2015 income). Although our income comes inconsistently, we work to keep weekly spending constant. During 2014, we discovered that errors in our fund-allocation process during 2012 and 2013 had caused an unwanted surplus of \$26,000; the board decided in June 2014 to spend that surplus during the next 1-2 years, increasing our spending by ~25 %. Our ability to help more families came during very high demand in 2014, fortunately. After mid-2015, when we exhausted our surplus, we returned to our sustainable spending level, which has been \$1400/week for the last few years. We anticipate more qualified applicants in 2016, but may have funds to help fewer, perhaps 280.

<p>Recommended: \$8,000</p>

CITY OF CORVALLIS
COUNCIL POLICY MANUAL

POLICY AREA 6 - COMMUNITY DEVELOPMENT

CP 00-6.05 Social Service Funding Policy

Adopted January 18, 2000

Affirmed February 5, 2001

Revised February 19, 2002

Affirmed April 7, 2003

Affirmed February 2, 2004

Affirmed February 22, 2005

Revised December 18, 2006

Revised January 22, 2008

Revised November 16, 2009

Revised February 4, 2013

6.05.010 Purpose

To formally establish a policy for the setting of social service priorities, specify the annual allocation amount and allocation process for funding.

6.05.020 Goal

That all residents have resources to provide for basic needs.

6.05.030 Mission

The social service allocation process is intended to provide support to local social service agencies which assist in improving the mental or physical condition of the people in the City.

6.05.040 Funding Source

- a. To provide an annual stable funding source for social service agencies receiving financial assistance from the City (direct or indirect). The City Manager shall recommend a funding amount in the City's Proposed Budget.

Council Policy 00-6.05

- b. It is strongly encouraged that all social service funding be requested and distributed through the annual social service program process.

6.05.050 Definitions

The following definitions are written to provide a basis for common understanding in discussing social service needs of the community:

- a. *Basic human needs* - The following are some of the basic necessities of life which, when absent or threatened, would be considered to constitute an emergency:

- | | | |
|--------------------------|--|--|
| 1) food | 2) water | 3) shelter |
| 4) warmth | 5) clothing | 6) safety and freedom from fear and violence |
| 7) access to information | 8) acute mental and physical health care | 9) Transportation |

- b. *Emergency services* - Programs or services that provide immediate or short-term assistance to meet any of the above basic human needs when absent.
- c. *Transitional services* - Programs or services that provide people with a short or defined period of assistance to sustain their basic human needs in the transition to self-sufficiency.
- d. *Long-term services* - Programs or services that provide permanent or on-going services to citizens.
- e. *Preventive services* - Programs or services that seek to prevent citizens from needing emergency or transitional assistance.
- f. *Social services* - Intended to describe a program(s) designed to improve the mental or physical condition of the people in the community. Such programs may include, but are not limited to: mental and physical health, child care, drug and alcohol abuse, vocational rehabilitation, aging, and others as permitted.

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6.05.060 Setting Priorities

Annually, Council will review the needs of the community and set priorities for funding, including using broad needs assessment tools that are available. Changes in priorities shall be made by amendments to this Council Policy. The current funding priorities are Emergency and Transitional services.

6.05.070 Eligibility

Organizations applying for City social service funding must be recognized as a non-profit by the Federal Government with a 501(c)(3) tax-exempt status certification or be a governmental or quasi-governmental agency.

6.05.080 Annual Process

- a. Council shall evaluate and set the annual social service priorities.
- b. Council shall review and approve the annual calendar for allocations.
- c. The availability of funds shall be advertised.
- d. Agency proposals shall be received.
- e. Agency presentations shall be scheduled.
- f. A Committee of community members knowledgeable in social service needs shall be formed. They shall:
 - 1) meet to review agency proposals and funding requests; and
 - 2) make recommendations to Council.
- g. The Human Services Committee will review the Allocations Committee recommendations and forward an allocation recommendation for full Council review and approval.
- h. Council shall appropriate the funds for the program in the annual budget.
- i. Contracts shall be executed with service providers.
- j. Funds shall be distributed to service providers.
- k. Contracts shall be monitored and programs of the social service providers

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evaluated.

- I. Semi-Annual reports on the work performed by service providers shall be submitted.
- m. Council shall review and approve the semi-annual reports of service providers.

6.05.090 Administration of Social Services

- a. The City may chose to issue Request for Proposals on a triennial basis for administration of its social service program and funds. The successful administrator must demonstrate knowledge of the social service needs of the community and advise Council. A contract between the City and the Administrator will be executed and renewed on an annual basis.
- b. Should the City decide not to utilize the services of an administrator, this provision of the Policy shall be invalidated.

6.05.100 Reporting Requirements

- a. Service providers are required to provide regular reports to the Administrator and City. Reports shall include a progress narrative and financial records. Additional reporting may be requested at the discretion of the City.
- b. Late or incomplete reporting will be reported to the Allocations Committee; the Committee will be encouraged to weigh an agency's accountability when deciding about future allocations to that agency's program(s).

6.05.110 Return of Funds

- a. In the event a social service provider cannot or chooses not to perform the services purchased by the City, the following should occur:
 - 1) The City or its Administrator will reconvene the Allocations Committee to evaluate use of the funds. The Committee will make a recommendation to Council. Council shall review the recommendation for approval.
 - 2) The unused funds will be deducted from the monthly allocation to the

Council Policy 00-6.05

service provider. Any funds distributed and not used for the services purchased shall be reimbursed by the provider to the City.

- 3) Unused or returned funds may be, in accordance with Council direction, carried over to the next fiscal year for re-allocation.

6.05.120 **Review and Update**

Funding priorities shall be reviewed annually prior to the commencement of the social service allocation process. A full review of the social service funding policy shall be conducted every three years. Council, upon request or significant change in the general and economic well-being and prosperity of the community, may decide to review this policy sooner.

United Way Recommended/CDBG Approved/Corvallis Police Department Budgeted Funding for Social Service Agencies in FY 16-17

Agency	Program	United Way Recommended Award	CDBG Approved	Police Budgeted
ABC House	Project Heal	\$20,000		
Boys & Girls Club-Corvallis	BGCC Programs	\$20,000		
CASA	Advocacy	\$10,000		
Corvallis Daytime Dropin Center	Programs	\$15,000		
CARDV	Shelter Program	\$13,000		
Corvallis Housing First	Mens Cold Weather Shelter	\$10,000		\$7,200
Corvallis Housing First	Room @ the Inn	\$10,000	\$10,000	
Casa Latinos Unidos	Basic Services	\$14,000		
Coastal Range Food Bank	Food purchase	\$3,500		
Community Outreach	Food Services	\$8,000		
Community Outreach	Health Services	\$35,000		
Community Outreach	Integrated Shelter	\$60,000	\$10,000	
Community Outreach	Mari's Place	\$25,000		
Corvallis Albany Farmer's' Market	SNAP Incentives	\$2,500		
Corvallis Environmental Center	SAGE Food for Families	\$6,000		
Furniture Share	Furniture Delivery		\$10,500	
Jackson Street Youth Shelter	Emergency / Transitional Shelter	\$30,000		
Jackson Street Youth Shelter	Transitional Living		\$10,000	
Linn-Benton Food Share	Food Share	\$19,725		
Old Mill	Relief Nursery--Outreach Services	\$10,000	\$10,000	
Old Mill	Relief Nursery--Parent Support Group	\$7,500		
COG - Senior Meals	Meals on Wheels	\$10,000		
Pastoral Counseling Center	Community Mental Health Program	\$3,500		
Philomath Youth Activity Center	Scholarship Program	\$5,000		
South Corvallis Food Bank	Emergency Food Boxes	\$18,000	\$10,500	
Stone Soup	Stone Soup	\$5,000		
Strengthening Rural Families	Alsea Preschool	\$10,000		
Vina Moses	FISH	\$6,000		
We Care	Financial Assistance	\$8,000		
		\$384,725 *	\$61,000	\$7,200

* Funding provided by United Way in the amount of \$31,725 is included in this total. Total City funding is \$353,000.



CITY MANAGER'S REPORT

Reporting Period: April 2016

I. ORGANIZATIONAL HIGHLIGHTS

- The Imagine Corvallis 2040 online survey garnered more than 800 responses in March. This feedback builds upon the data gathered during the three workshops in March and will prove invaluable as the Steering Committee begins drafting the vision plan.

II. MAYOR'S DIARY

I have engaged in the following activities, in addition to meeting and corresponding with constituents and individual councilors and presiding at twice-monthly City Council meetings and work sessions, and multiple meetings with councilors, and Council leadership.

Speaking Engagements

- Spoke at annual Library Volunteer Celebration
- Spoke at Chamber ground breaking ceremony for Servpro
- Participated in ribbon cutting for Osborn Aquatic Center's new climbing wall

Other Mayor Duties

- Represented city at the Cascades West COG executive committee meeting and the Cascade West Economic Development District board meeting
- Represented city at League of Oregon Cities Community Development Policy Committee meeting
- Represented city at OSU events: The CO• "STEM to STEAM" Symposium, the OSU ROTC Joint Service Review
- Represented city at the Benton County Public Health Celebration

Meetings of Note

- Met with Benton County Commissioner Anne Schuster and others on Housing Opportunities Action Council (HOAC) business
- Met with Benton County Leadership and Council Leadership to discuss topics of joint interest
- Meetings with various community members one-on-one to discuss community topics especially homeless services

Appointments

- Arts and Culture Advisory Board – Brian Govatos
- Budget Commission – Andrew Struthers
- King Legacy Advisory Board – Chris Lenn

Proclamations

- National Library Week – April 10 - 16, 2016
- Fair Housing Month – April 2016
- National Arbor Week – April 24 - 30, 2016

III. PUBLIC INVOLVEMENT OPPORTUNITIES**A. Opportunities During the Month**

- Last month, the Community Policing Advisory Committee met with the Corvallis Chamber of Commerce to discuss a variety of topics, including crime in Corvallis, the influence of Oregon State University's student growth, homelessness, livability and data collection.
- The Transportation System Plan Transportation Development Plan Steering Committee met April 20.
- Transit staff gave two presentations to the Greater Corvallis Rotary Club – one on the Benton County Special Transportation program on April 14 and one on the Corvallis Transit System on April 21.
- Transportation staff organized and attended outreach events for Hewlett Packard April 27 to promote transportation options to employees as well as to Employee Transportation Coordinator members April 29.
- Public Works staff met with both Skyline West and Whiteside-Brooklane neighborhoods April 26 and 27 to discuss alternative street standards and maintenance for City streets that are not improved to current standards.

B. Opportunities During the Next Month

- The Community Policing Advisory Committee/Department Stakeholders has scheduled a meeting with the Corvallis Independent Business Association to seek feedback on issues they face, as well as how Police can support a positive business environment.
- Public Works will host neighborhood meetings will be held on May 4, 9 and 10 to discuss alternative street standards and maintenance for City streets that are not improved to current standards.
- The Climate Action Task Force will meet May 24 in the Madison Avenue meeting room.

IV. FIRE**A. Department Highlights**

Response Activity – April 2016	City	Non-City	Total
Fires	14	1	15
Overpressure/Rupture	0	0	0
Requests for Ambulance	363	96	459
Rescue (Quick Response Team)	206	22	228
Hazardous Condition	8	1	9
Service Requests	56	12	68
Good Intent	56	24	80

False Calls	27	4	31
Other	0	0	0
TOTAL RESPONSES OVERALL	730	160	890

B. Other

- Bidding for the seismic retrofitting was opened May 5; 2G construction of Eugene was the sole respondent to the RFP/B.
- Corvallis Rural Fire Protection District did not approve the tentative contract, and we are in process of trying to work out a successor agreement before the current contract expires on June 30.

V. LIBRARY

A. Department Highlights

- The Library held a Volunteer Recognition event on April 15 with more than 100 people in attendance. Mayor Traber spoke and thanked them for their dedication. So far this fiscal year, more than 220 volunteers have given over 11,400 hours in service to the Library.
- Library Administrative Services manager Carol Klamkin retired after 19 years of service to the City. Her position was eliminated as a cost-cutting measure, and her duties are being reassigned to other staff.
- The annual “Food for Fines” drive took place during national Library Week, April 10-16. Patrons received \$1 off fines owed for each can or box of food brought in, up to \$5. Final numbers have not been received yet from Linn-Benton Food Share, but this is always a hugely successful event.
- Library staff were key players at the “Co,” Corvallis’ own maker event, held April 9 at OSU. Andrew Cherbas and Jesse Adams served on the planning committee, with Ashley Folgate, Ruth Roses Hennessey, Lisa Stout and Kristin Starnes participating the day of the event. Participants had the opportunity to use one of the Library’s 3D printers to make a flower with an LED light.
- Bonnie Brzowski and the Library’s Book Bike participated in the Procession of the Species parade on April 16, bringing library materials to another community event.
- The Library hosted a West African dance, storytelling, and music workshop with Habiba Addo as part of the 20th celebration of El día de los niños/El día de los libros (Children’s Day/Book Day) on April 30. Forty-four attended this lively event in Corvallis and eight attended Addo’s performance at the Monroe Community Library.
- A number of special early literacy programs took place in April, including a Blocks & Books Training for six childcare educators on April 9, and a Family Literacy Night for Old Mill Center families on April 27. Sixty people attended the Family Literacy Night for dinner and a bilingual storytime.

VI. PARKS AND RECREATION

A. Department Highlights

- Osborn Aquatic Center held its annual April Pools Day event in conjunction with the grand opening of the new climbing wall. The ribbon-cutting ceremony was led by Mayor Traber for a crowd of nearly 200 guests. Sgt. Toby Bottoroff of the Benton County Sheriff's Dept. brought a jet boat for people to explore and helped guests learn how to properly fit life jackets. The Parks and Recreation concession trailer, "Your Lunch Box," offered healthy food options for purchase.
- The department completed system-wide playground inspections.
- The Youth Volunteer Corps, working with Chef Leonor Rodriguez, made more than 1,750 tamales for their Cinco de Mayo fundraiser.
- The department completed design for the Franklin Square Park playground improvements project.
- The annual Procession of the Species was held on April 16 with approximately 400 people participating.
- The department received the flood plain permit from Benton County for the Marys River Natural Area boardwalk replacement project.
- The Willamette Community Gardens opened with Michael Molk as the Garden Program Assistant. To date, 14 people have rented a garden plot.
- Lacrosse began on April 1 and is running strong through June 4.
- The Spring Adult Volleyball league played all month on Tuesday and Thursday evenings, and concludes May 5.
- Adult softball registration was strong through April, with the first game scheduled for May 8. The program has more than 1,000 participants this year.
- The Parks and Recreation team staffed a booth at the healthy Living Expo on April 16-17 at Gill Coliseum, which was attended by over 2,000 community members.
- The Ballroom Dance classes that began in April have 35 participants signed up. Many more classes will be offered throughout the spring and summer months.
- Twelve people participated in the Kah-Nee-Ta overnight trip, and had two full days of activities.
- 94 people attended the first Chintimini Night Club event, featuring music by local band Wild Hog in the Woods.

VII. POLICE

Officers investigated 2,512 incidents this month.

A. Department Highlights

- A 26-year-old man was arrested after he returned home to the house that he shares with his former girlfriend, broke open her bedroom door, pushed her down and strangled her. He was taken to Linn County Jail, because the Benton County Jail was full.
- An intoxicated man intentionally discharged a .22 pistol within the city limits before accidentally shooting himself in the leg. The man was transported to the hospital by a friend and he was cited for the crimes.
- Officers responded to a party complaint and issued a Special Response Notice. Within an hour, officers returned to the same party and executed a search warrant for Providing

Alcohol to Minors. One woman resident was arrested and booked into the Benton County Jail. Eight Minor in Possession citations were issued.

- A McDonald's restaurant employee reported an intoxicated driver in their drive-through. An officer arrived and contacted the driver, but the driver refused to identify himself and fled in his SUV. A pursuit ensued, and the SUV crashed at NW 6th St and NW Tyler Avenue. A woman reported later that her car was struck by the SUV during the pursuit, causing minor damage. The driver and passenger fled from the crash. The SUV was impounded for a search warrant. The driver and passenger were identified by the crime analyst, and arrested later.
- A man with multiple mental illnesses and a history of violence climbed the construction crane downtown, and was sitting on the edge. Officers convinced him to climb down, and he was safely taken into custody. He was transported to the hospital, and cited for trespassing.
- A woman was arrested after her 3-year-old daughter was found walking in the parking lot of an apartment complex and her 2-year-old was asleep in the residence alone. Officers were present when the mother returned it was learned she had been gone since 10 p.m. the previous night.
- Detectives served 12 search warrants, conducted nine forensic computer examinations, conducted three ABC house interviews, one polygraph examination, and conducted five death investigations.
- Detectives continue to work on the Hakes and Williams homicides.
- Detective Shimanek continues to investigate the Jones 5 Fraud case, in cooperation with the FBI.
- K9 Max was deployed five times, with three alerts and a total of five finds.
- Community Livability Officers (CLO's) assisted in the CPD/OSU Collaboration, resulting in an OSU grant, collaborated with Oregon Department of Transportation regarding trespassing under bridges, conducted door-to-door outreach with more than 25 student residences including a large townhome complex after livability issues arose, assisted in an active shooter drill at Good Samaritan and collaborated with Oregon Liquor Control Commission on proactive patrols regarding liquor violations.
- School Resource Officer (SRO) Stauder gave a presentation to the Oregon Family Support group. Attendees asked questions regarding how police interact with youth with mental illness. Stauder conducted a separate presentation on how to become a police officer. She also conducted nine interventions with at risk students and three home visits with the Truancy Officer as well as attended a variety of Corvallis High School sporting events and multiple meetings.
- 812 items were received into evidence. An additional 601 items were returned, purged or permanently transferred.
- Records staff processed 1,131 police reports, entered 409 traffic citations and performed 256 background checks. Staff generated 151 incident reports, 23 percent of the total reports taken during this reporting period.
- 68 incident reports were submitted via Coplogic, saving an estimated \$3,400 in officer time.

9-1-1 Center Calls for Service

The Corvallis Regional Communications Center dispatched 3,889 calls for police, fire, and medical assistance this month as follows:

POLICE	FIRE AND MEDICAL
---------------	-------------------------

Corvallis Police	2,512	Corvallis Fire/Ambulance	683
Benton County Sheriff	579	Other Fire/Medical	34
Philomath Police	81		
TOTAL	3,172	TOTAL	717

B. Other

- Officer Samuels was nominated for the Keep Oregon Well Mental Health Heroes Award.
- Officer Hackstedt attended the Oregon Police Canine Association Spring Conference.
- Officer Anderson attended Oregon Physical Abilities Test Instructor training.
- KVAL News did a story on Corvallis Regional Communication Center implementing the new ProQA protocols on April 7. Lead Dispatcher Heidi Ferguson was interviewed. KEZI also aired a story regarding ProQA, and the Corvallis Gazette-Times did a story on the ProQA protocols on April 21.
- Lt. Wood attended public meetings with the Downtown Corvallis Association, Community Policing Forum, Benton County Health Department, Linn Benton Community College, Benton County Incident Management Team, and the OSU Alcohol, Violence and Advocacy Coalition.
- Sgt. Mann taught two courses for the Cops & Robbers Citizen Academy.
- Sgt. Hinckley completed the DPSST Supervisory Leadership Academy.
- Detectives Molina and Roach attended the annual 2016 Child Abuse & Family Violence Summit in Portland.
- Detective Kantola attended a five-day computer examiner course, involving the actual disassembly of devices to extract data. He also attended a four-day Apple product specific examination training as well as a Deputy Medical Examiner In-Service training with Lt. Harvey.
- Lt. Wood began working with HOPE 107.9 with a series of positive stories involving CPD officers.
- Michele Tyser began employment as a Records Specialist on April 18.
- Laurie Jackson started as the CALEA Accreditation Manager on April 1.
- Dispatcher Audrey Macken completed DPSST Basic Telecommunications Academy Class 98 on April 15.

VIII. PUBLIC WORKS

A. Department Highlights

- Development Review staff began a five-year re-verification for the Federal Emergency Management Agency (FEMA) Community Rating System discount for purchasers of flood insurance. This process will be ongoing over the next two months. There are currently more than 1,000 mailing addresses within the 100-year floodplain in Corvallis that could potentially benefit from reduced cost flood insurance.
- Engineering staff met with Access Benton County to give the group an update on the City Council decision to change the color of the tactile warning strips. The group questioned why the color was changed for the entire City rather than just in Historic Districts.
- Transit staff met with City of Philomath staff to discuss potential funding and service changes for the Philomath Connection, which is operated by the City of Corvallis through an Intergovernmental Agreement.

- Sustainability program staff assisted with the coordination of seven Climate Action Task Force Task Team workshops to collect and review mitigation and adaptation action ideas for the proposed Climate Action Plan.
- The Public Works Asset Management consultant provided training to management staff on the IRIS tool, an application aimed at providing the City with the capability to easily view existing asset data such as asset valuation, useful life, decay curves, and life cycle cost.

IX. CITY MANAGER'S OFFICE

A. Department Highlights

- The City's new Community Development Director, Paul Bilotta, started work on April 11.
- The Economic Development Officer conducted four new company visits and 12 follow-up visits. In addition she had 26 resource partner visits, made three presentations and attended seven community events.
- The Economic Development Office (EDO) assisted with four startups, three expansions and one recruitment.
- The EDO assisted with Willamette Innovators Network board meetings and PubTalks, Willamette Angels Conference planning, and represents Corvallis and Benton County on the Pacific Northwest Manufacturing Partnership.
- The Public Information Officer organized and hosted a meeting of the Linn-Benton Public Information Network, a group of area PIOs who meet semi-regularly to discuss communications efforts and potential areas of collaboration. The April 1 meeting included representatives from the City of Corvallis, School District 509J, Corvallis Fire Department, Good Samaritan Hospital and City of Albany.
- The PIO developed a set of guidelines regarding using the City logo. This initiative was designed to create a more consistent, professional look for City publications, and to ensure that staff are using the appropriate logo files in documents.
- The PIO supervised the rollout of Expressit, a new mobile app designed to gather feedback from patrons using City services and programs. The app is available to download for Apple or Android devices, and individual departments will be fine-tuning their participation in the coming months.
- The City's Facebook page achieved "verified" status in April, indicated by the small check mark next to the page name on Facebook. This important designation will help users understand that the City's page is an official outlet for news and information, and it will help improve the accessibility of our content throughout the social network.

X. COMMUNITY DEVELOPMENT

A. Department Highlights

- Development Services Division staff processed 39 residential and 26 non-residential plan reviews for proposed construction projects and conducted 1097 construction inspections in April.
- For April, eight new code compliance cases were created as a result of citizen complaints received, and 24 cases were closed.

- Of the 267 plumbing, mechanical and electrical permits issued in April, 145 (54 percent) were issued online.
- The Planning Division received four land use applications in April, including one Annexation, one Planned Development, one Minor Replat, and one Zone Change.
- The Planning Division issued decisions on three land use applications, including a Historic Preservation Permit, and two Major Replats.
- Staff continued to provide support to the Imagine Corvallis 2040 Steering Committee. Additionally, staff is managing the RFP and consultant selection process for the City's Historic Preservation Plan.
- In April, the Housing and Neighborhood Services Code Compliance program received complaints regarding one Land Development Code (LDC) issue and five Corvallis Municipal Code issues. All five Municipal Code-related cases were closed during the month, as was a sixth case carried over from March; the LDC violation issue was also resolved in April. In addition, contacts involving two issues covered by the Rental Housing Code (RHC) and nine rental issues not covered by the RHC were received. Callers were advised of their need to communicate directly with their landlord prior to filing a RHC complaint with the City; none of those callers has yet followed up with the City. Calls received through the City's Rental Housing Program reported 31 issues of a non-habitability nature.
- HNS is working with the Center Against Rape and Domestic Violence to carry out the rehabilitation of two confidential shelter facilities using Community Development Block Grant (CDBG) funding. Rehab work is expected to be complete by the end of June 2016. Willamette Neighborhood Housing Services' rehabilitation of its 10-unit Pickford Leonard project, a recipient of both CDBG and HOME Investment Partnerships program funding, is also expected to be complete by the end of June.
- On April 18 the City Council approved the City's CDBG/HOME Action Plan for the upcoming FY 16-17. That plan will guide the investment of \$933,147 from these two federal programs, supporting affordable housing rehabilitation, construction and acquisition, as well as operational support for local non-profit agencies that serve Action Plan target populations.

XI. FINANCE

A. Department Highlights

- Reviewed annual liquor license renewal applicants and forwarded a revised list to Community Development, Fire Department and Police Department for review and approval.
- MIS staff completed adjustments to the Wi-Fi guest network, eliminating the password requirement.
- Accounting staff worked with departments in updating their cash receipts process.
- Preparations completed for the interim audit visit from the City's auditors.
- Accounting staff continued working with departments on setting up reconciliations for their sub-systems.
- MIS Manager recommended a mobile device policy to the Technology Steering Committee for discussion and adoption.

XII. MISCELLANEOUS

- Attached is the City Attorney's Office Report to the City Council for April.

A handwritten signature in black ink, appearing to read "Mark W. Shepard". The signature is fluid and cursive, with the first letters of each word being capitalized and prominent.

Mark W. Shepard, P.E.
City Manager

**CITY ATTORNEY'S OFFICE
REPORT TO CITY COUNCIL: HIGHLIGHTS**

April 2016

The following are highlights of the City Attorney's Office activities in April 2016:

1. Meeting with Planning Department regarding Campus Crest wetland Slopes V standards.
2. Meetings with Planning Department and review of materials regarding Comprehensive Plan amendments.
3. Completion and filing of opening brief in *Corvallis v. Pi Kappa Phi* Court of Appeals case (appeal of Hosting Ordinance decision in Municipal & Circuit Courts).
4. Preparation of promissory note for Finance Department for a solar power non-profit corporation.
5. Preliminary drafting of response brief in *GPA I, LLC v. City of Corvallis* (Kings Blvd. Extension LUBA Appeal).
6. Meeting with Public Works Department and City Manager regarding detention ponds.
7. Assistance to Police Department regarding proper disposition of property held by City in the Jones 5 Auto federal fraud case.

Ongoing/Future Matters:

1. Representation of the City before the Supreme Court in *Group B. LLC v. City of Corvallis* (City's appeal of Court of Appeals' decision on appeal of LUBA's Coronado Tract B decision), before the Land Use Board of Appeals in *GPA I, LLC v. City of Corvallis* (Kings Blvd. Extension LUBA Appeal) and before Court of Appeals in the *Corvallis v. Pi Kappa Phi* municipal court appeal.
2. Enforcement actions re: code violations (building, rental housing, land development code).
3. Continued work on public records requests.
4. Meetings with City staff and assistance in preparing reports and findings for land use decisions.
5. Enforcement of City ordinances and prosecution of offenses in Corvallis Municipal Court.
6. Continued work on revisions to CMC 5.03 and other policy matters.
7. Ongoing meetings regarding OSU/City issues.

**CITY OF CORVALLIS
COUNCIL ACTION MINUTES
May 2, 2016**

SUMMARY OF DISCUSSION

Agenda Item	Outcome
<p>Proclamation/Presentation/Recognition</p> <ol style="list-style-type: none"> 1. Presentation: Tree City USA Award 2. Proclamation: Days of Remembrance – May 1-5, 2016 3. Proclamation: National Historic Preservation Month – May 2016 4. Proclamation: Get There Corvallis – May 2-22, 2016 5. Proclamation: National Drinking Water Week – May 1-7, 2016 5. Proclamation: Building Safety Month – May 2016 <p>Pages 130-131</p>	<ul style="list-style-type: none"> • FIO • FIO • FIO • FIO • FIO • FIO
<p>Community Comments</p> <ol style="list-style-type: none"> 1. SB 1573: Annexation (Reid, Mills, Lamb) 2. Homeless issues (Whitaker, Goudriaan, Squire, Napak, Olson, Calabro, Williams, Hass-Holcombe) 3. Residential Parking District B Expansion (Hueblein) <p>Pages 131-132</p>	<ul style="list-style-type: none"> • FIO • FIO • FIO
<p>Consent Agenda</p> <p>Page 132</p>	<ul style="list-style-type: none"> • Consent Agenda <u>passed U</u>
<p>Unfinished Business</p> <ol style="list-style-type: none"> 1. Residential Parking District B Expansion Request 2. Advisory Board and Commission Process Efficiencies 3. Senate Bill 1573 Annexation 4. Homeless Tent Camp Proposal <p>Pages 133-135</p>	<ul style="list-style-type: none"> • Ordinance <u>passed 6-2</u>; second reading May 16, 2016 • ORDINANCE 2016-08 <u>passed U</u> • RESOLUTION 2016-14 <u>passed U</u> • Do not consider proposals to change MC/LDC prior to 1/1/17 <u>failed 2-6</u>
<p>New Business</p> <ol style="list-style-type: none"> 1. Approval of an enterprise zone application for 4 Spirits Distillery 2. Land Use Application Fee Review <p>Pages 135-136</p>	<ul style="list-style-type: none"> • Approved application <u>passed 7-1</u> • RESOLUTION 2016-15 <u>passed U</u>
<p>Mayor's Reports</p> <ol style="list-style-type: none"> 1. Homeless planning proposal 2. Regional Accelerator and Innovation Network activities 3. Uzhhorod, Ukraine delegation visit in mid-May <p>Page 136</p>	<ul style="list-style-type: none"> • FIO • FIO • FIO
<p>Councilor Reports</p> <ol style="list-style-type: none"> 1. Baker (South Corvallis Forum) 2. Hann (unimproved streets, Skyline West fire mitigation, unimproved streets neighborhood meeting, Spring Garden Festival) 3. York (unimproved streets neighborhood meetings) 4. Hogg (Central Park improvements) 5. Bull (unimproved streets neighborhood meetings) <p>Pages 136-137</p>	<ul style="list-style-type: none"> • FIO • FIO • FIO
<p>City Manager's Reports</p> <ol style="list-style-type: none"> 1. Advisory Board and Commission Annual Reports Schedule <p>Page 137</p>	<ul style="list-style-type: none"> • FIO

Glossary of Terms

- FIO For information only
- LDC Land Development Code
- MC Municipal Code
- U Unanimous

**CITY OF CORVALLIS
COUNCIL ACTION MINUTES
May 2, 2016**

I. CALL TO ORDER

The regular meeting of the City Council of the City of Corvallis, Oregon was called to order at 6:30 pm on May 2, 2016 in the Downtown Fire Station, 400 NW Harrison Boulevard, Corvallis, Oregon, with Mayor Traber presiding.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

PRESENT: Mayor Traber, Councilors Baker, Beilstein, Brauner, Bull, Hann, Hirsch, Hogg, York

ABSENT: Councilor Glassmire

IV. PROCLAMATION / PRESENTATION / RECOGNITION

A. Presentation: Tree City USA Award

Mayor Traber welcomed Urban Forester Jon Pywell, Kristin Ramstad with the Oregon Department of Forestry, and Owen Dell who chairs the City's Civic Beautification and Urban Forestry Department Advisory Committee. Corvallis met the Tree City USA requirements of having a tree board or forestry department, a tree care ordinance, a community forestry program with an annual budget of at least \$2 per capita, and an Arbor Day observance or proclamation. Ms. Ramstad was complimentary of Corvallis' program and staff, and Mr. Dell echoed the sentiments. Mr. Pywell thanked staff in the Parks and Recreation and Public Works Departments for their contributions toward making the City's urban forestry program a success.

B. Proclamation: Days of Remembrance – May 1-5, 2016

Mayor Traber read the proclamation via video for the May 2, 2016 Days of Remembrance event at Oregon State University.

C. Proclamation: National Historic Preservation Month – May 2016

The item was for information only.

D. Proclamation: Get There Corvallis – May 2-22, 2016

The item was for information only.

E. Proclamation: National Drinking Water Week – May 1-7, 2016

The item was for information only.

F. Proclamation: Building Safety Month – May 2016

The item was for information only.

V. COMMUNITY COMMENTS

Richard Reid, co-chair of Oregon Communities for a Voice in Annexations, supported staff's proposed resolution concerning Senate Bill (SB) 1573, which relates to annexations. He said home rule is an expression of the First Amendment and is consistent with Oregon Land Use Planning's Goal One.

Kari Whitaker, Director of Community Outreach, Inc. (COI), spoke from prepared testimony concerning COI's announcement that it would expand its services to include low-barrier behavior-based emergency shelter for single men (Attachment A).

Neil Goudriaan supported staff's recommendation that prior to January 1, 2017 the Council would not consider amendments to the Municipal Code or Land Development Code that would support an authorized homeless tent camp in Corvallis. He said agencies needed time to work together to seek a solution.

Joe Squire agreed with Mr. Goudriaan's comments and believed the proposal to establish a homeless camp in South Corvallis was flawed. He said the Hazelnut Grove camp in Portland was a failure and should not be considered as a model for Corvallis. He thanked Councilor Baker for attending the April 9 neighborhood meeting concerning the proposal.

Jan Napak spoke from prepared testimony opposing the homeless tent camp (Attachment B).

Annette Mills spoke from prepared testimony on behalf of the League of Women Voters in support of staff's proposed resolution concerning SB 1573 (Attachment C).

Herbert Heublein spoke in support of the proposed expansion of Residential Parking District B.

Gregg Olson, Corvallis Housing First (CHF) was not certain COI's model would work with the population of homeless men currently served by CHF's cold-weather shelter. He was concerned about duplication of services and whether individuals who did not accept treatment would not be allowed to continue staying in COI's shelter, and would thus be back on the street in the winter. He said there was no official organization that audits compliance with Housing First principles; however, One Hundred Thousand Homes had a check list of criteria and he offered to provide Councilors with a copy. He confirmed that CHF was not affiliated with First Camp, which was proposing the homeless tent camp. He distributed materials outlining Housing First principles and facts (Attachment D).

Deidre Calabro opposed establishment of a homeless tent camp in South Corvallis. She owns a home directly behind the proposed area, and was concerned about safety and decreased property values.

Rhonda Williams did not support a homeless tent camp in South Corvallis. She also owns a home directly behind the proposed area and was concerned about safety, including fire danger associated with smoking and possible camp fires. She did not believe it was appropriate to have a homeless tent camp at the south gateway to Corvallis.

Aleita Hass-Holcombe, Director of Corvallis Daytime Drop-In Center, submitted a petition signed by approximately 46 people who supported services provided by CHF and Room at the Inn (Attachment E). Many homeless people she spoke to did not believe COI would provide a cold-weather shelter that would treat them with respect and COI had lost trust with many of the people they were charged to serve. She acknowledged that COI provided valuable services to some segments of the homeless population, such as families and veterans.

Jeff Lamb supported staff's proposed resolution concerning SB 1573 and provided a copy of a draft press release from the Oregon Communities for a Voice in Annexations (Attachment F). He hoped Corvallis would lead the charge to challenge the law and an injunction could be secured in the meantime to stop annexations without a vote of the electorate.

Testimony Received from Online Public Input Forms (Attachment G): Opposition to First Camp in South Corvallis (Gill, Napak, Power) and Resolution regarding SB 1573 (Sayles, Stephens, Venable, Reid, Beinlich).

VI. CONSENT AGENDA

Councilors Hirsch and Hann, respectively, moved and seconded to adopt the Consent Agenda as follows:

- A. Reading of Minutes
 1. City Council Meeting – April 18, 2016
 2. City Council Work Session – April 19, 2016
 3. For Information and Filing (Draft minutes may return if changes are made by the Board or Commission)
 - a. Airport Advisory Board – April 5, 2016
 - b. Bicycle and Pedestrian Advisory Board – April 1, 2016
 - c. King Legacy Advisory Board – March 22, 2016
- B. Schedule a public hearing for 7:30 pm on May 16, 2016 to consider an alley vacation located between SW 9th St. and SW 11th St., SW Madison Avenue and SW Jefferson Avenue
- C. Authorization for the City Manager to enter into an Intergovernmental Agreement with Benton County for the Outdoor Summer Adventures Program
- D. Approval of an application for a Full On-Premises Sales liquor license for Samuel Scarborough, owner of 2 Stones LLC, doing business as 2 Stones Wood Fired Italian Tattoria, 2333 NW Kings Boulevard (New Outlet)
- E. Approval of an application for a Full On-Premises Sales liquor license for Cloud Davidson and Rich Carone, owners of WolfCloud, LLC, doing business as DeMaggio's, 151 NW Monroe Avenue, #102 (New Outlet)
- F. Announcement of a vacancy on the Parks, Natural Areas, and Recreation Board (Soule')

The motion passed unanimously.

VII. ITEMS REMOVED FROM CONSENT AGENDA – None

VIII. UNFINISHED BUSINESS

A. Residential Parking District B Expansion Request

Engineering and Transportation Division Manager Gescher reviewed the staff report, which included follow-up information from the April 5, 2016 Council work session. Attached to the staff report were two optional ordinances for Council's consideration, marked as Attachments E and F. After a brief discussion, several Councilors supported consideration of Attachment F.

City Attorney Brewer read Staff Report Attachment F, an ordinance relating to Residential Parking Permit Districts amending Corvallis Municipal Code Sections 6.15.030, "Creation and Designation" and 6.15.040, "Issuance of Permits; Placement of Signs," as amended.

Councilor Baker did not support that version of the ordinance because outreach had not been conducted for those living on the Harrison Boulevard block face that included NW 13th Street.

Councilor Beilstein did not support the ordinance, as the sorority representative at the work session testified that she and others living at the house did not favor the parking district expansion.

Councilor York observed that piecemeal consideration of parking district expansions was not efficient. If several more requests were presented in the near future, she would ask that staff provide options for a consolidated process that still respected both residents and property owners.

Councilor Hogg noted that approval of the expansion would make a significant difference in the quality of life for those who live in the area.

The ordinance passed 6 to 2 on the following roll call vote:

AYES: Hann, Brauner, York, Hogg, Bull, Hirsch

NAYS: Baker, Beilstein

As required by the Municipal Code, the ordinance will be read a second time at the May 16, 2016 Council meeting.

B. Advisory Board and Commission Process Efficiencies

Mayor Traber reviewed his memorandum that was included in the Council meeting packet and announced that an option to receive an e-notification of advisory board and commission vacancies was now available through the City's website.

Mr. Brewer read an ordinance relating to Advisory Boards and Commissions, amending Municipal Code Chapter 1.16, "Boards and Commissions."

ORDINANCE 2016-08 passed unanimously.

C. Senate Bill 1573 Annexation

Mr. Brewer noted, as described in an email at Councilors' places (Attachment H), the League of Oregon Cities' (LOC) Board of Directors unanimously voted to provide financial assistance and/or to support direct intervention in a case from any home rule city bringing a declaratory action against the State to test SB 1573. Mr. Brewer recommended passage of the proposed resolution that was included in the Council meeting packet.

Councilor Beilstein did not find any need for the statement *BE IT FURTHER RESOLVED that City Staff are directed to seek applicants' voluntary agreements to submit annexation proposals to the voters as required by the City Charter*. He said if the statement was not included, it would not change the intent of the resolution. Councilor Bull was also not certain of its purpose. Mr. Brewer said while the statement did not likely have legal value, he believed it had practical value in that it some applicants may find it persuasive.

In response to Councilor York's inquiry, Mr. Brewer said the LOC's support would be for the narrow issue of home rule. The LOC would not, for example, provide assistance related to a land use decision appeal to the Land Use Board of Appeals. Legal expenses associated with such an appeal would be the responsibility of the City.

Councilors Hann and Hirsch, respectively, moved and seconded to adopt a resolution related to voter approved annexations and Senate Bill 1573, directing staff to comply with Section 53 of the City Charter and Corvallis Land Development Code.

Councilors Beilstein and Bull, respectively, moved and seconded to amend the resolution to remove the statement *BE IT FURTHER RESOLVED that City Staff are directed to seek applicants' voluntary agreements to submit annexation proposals to the voters as required by the City Charter*.

The amendment failed 1 to 7 on the following roll call vote:

AYES: Beilstein

NAYS: Hann, Brauner, York, Hogg, Baker, Bull, Hirsch

Councilor Brauner believed, from a land use perspective, voting on annexations worked against orderly planning of community growth within an urban growth boundary. However, he believed more strongly that because Corvallis' Charter is the City's Constitution, and Corvallis citizens had clearly indicated that annexations should be decided by the electorate, a State statute could not override the Charter. He did opine that the Charter could be overridden by a State Constitutional amendment. Councilor Hann agreed with Councilor Brauner's perspective and believed there were ways the City could grow in a more orderly fashion.

Councilors Baker and Hirsch, respectively, moved and seconded to table discussion of the resolution so that Council could consider whether to include a litigation component in the resolution.

The motion failed 2 to 6, with Councilors Baker and Bull supporting.

Councilor Baker supported following the City's Charter instead of the State law; however, he believed the City also had a responsibility to simultaneously challenge SB 1573 in court, rather than ignore it.

Councilors Baker and Hirsch, respectively, moved and seconded to amend the resolution to amend the final paragraph to read: *BE IT FURTHER RESOLVED that the City Manager and City Attorney are directed to seek assistance, resources and support from other cities and organizations in order to defend the City Charter and the rights of the voters of Corvallis and to file appropriate legal action on behalf of the City to do so.*

The amendment passed unanimously.

RESOLUTION 2016-14 as amended passed unanimously.

D. Homeless Tent Camp Proposal

City Manager Shepard reviewed the staff report. He observed that many inter-related homeless issues were in motion, and the community, City staff, and affected agencies needed time to work through them. The homeless tent camp proposal was a polarizing issue and removing it from immediate consideration by the Council would allow the other discussions to move forward.

Councilors Brauner and York, respectively, moved and seconded that prior to January 1, 2017 the Council will not take up consideration of Municipal Code and Land Development Code language changes that would support an authorized homeless tent camp in the City.

Councilor Brauner said the date provided in the motion did not commit the 2017-2018 Council to any action. Councilor York supported the motion based on prior Council discussions about the need for a comprehensive approach to homelessness.

Several Councilors did not support limiting the Council's ability to take action should a suitable proposal was presented.

The motion failed 2 to 6 with Councilors Brauner and York supporting.

IX. NEW BUSINESS

A. Approval of an enterprise zone application for 4 Spirits Distillery

Economic Development Manager Nelson introduced Dawson Officer, owner of 4 Spirits Distillery, which is currently located in Adair Village. His business is expanding and he is interested in re-locating to Corvallis. The Enterprise Zone Committee recommended approval of the application.

Councilors Hirsch and Hann, respectively, moved and seconded to approve the application.

The motion passed 7 to 1, with Councilor Beilstein opposing.

B. Land Use Application Fee Review

Planning Division Manager Young reviewed the staff report, noting the proposed 6.4 percent fee increase relates to inflationary costs and is necessary to maintain the previously established 70 percent cost recovery level for land use application fees. There were no increases to land use application fees last year. Mr. Young clarified the 7.5 percent increase in costs referenced in the resolution represented the rise in personnel expenses. However, other costs related to managing land use decisions did not increase, so the net proposed increase was 6.4 percent.

Mr. Brewer read a resolution setting fees for land use applications effective July 1, 2016 through June 30, 2017.

Councilors Hirsch and Hann, respectively, moved and seconded to adopt the resolution.

RESOLUTION 2016-15 passed unanimously.

X. MAYOR, COUNCILOR, AND CITY MANAGER REPORTS

A. Mayor's Reports

Mayor Traber provided updates on the homeless planning proposal, noting Benton County was providing funding, Samaritan Health Services verbally indicated a willingness to share in the cost, and the Budget Commission recommended Council adopt of the proposed Fiscal Year 2016-17 budget, which included funding for the proposal. Councilors agreed it was appropriate for Benton County to take the lead in drafting an Intergovernmental Agreement for Council's consideration at a future meeting. Such consideration would be appropriate after the Council formally adopted the 2016-17 budget.

Mayor Traber provided information about Regional Accelerator and Innovation Network activities and noted a delegation from Uzhhorod, Ukraine, including its Mayor, would be visiting Corvallis in mid-May. A welcome reception was planned for May 15 at the Library and everyone was invited.

B. Councilor Reports

1. Task Force Updates

Nothing was reported.

2. City Council Three-Month Schedule

The item was for information only.

3. Other Councilor Reports

Councilor Baker attended a South Corvallis forum conducted by Willamette Neighborhood Housing Services. The purpose was to facilitate a community conversation about what services and other amenities residents would like to have in

South Corvallis. Councilor Baker spoke about Council goals and how they would impact that area of town.

Councilor Hann reported that a meeting concerning unimproved streets was held for Ward 8 residents. He complimented Public Works Director Steckel and Engineering and Transportation Division Manager Gescher for presenting alternative proposals and effectively managing the meeting. He acknowledged the work of Legend Homes for trimming trees and brush to mitigate fire danger on the undeveloped land in the Skyline West neighborhood. He thanked Doug Eaton and David Livingston for their efforts concerning the Spring Garden Festival.

Councilor York also recognized Ms. Steckel and Mr. Gescher for their good work at the unimproved streets meeting that was recently held for Ward 1 residents. Additional meetings were planned throughout May.

Councilor Bull echoed the compliments about the unimproved streets meetings, noting they were a more effective use of staff and Councilors' time.

Councilor Hogg thanked staff for their recent work in Central Park, including the removal of shrubs and the addition of benches. The changes improved safety and visibility in the park and were a welcome improvement for the Downtown area. Mr. Shepard said youth from the Jackson Street Youth Shelter assisted with the work.

The items were for information only.

C. City Manager Reports

1. Advisory Board and Commission Annual Reports Schedule

Mr. Shepard said staff worked with advisory board and commission chairs to develop the annual report schedule. Councilor York emphasized the importance of the annual reports being presented by the chairs and/or vice-chairs. She preferred that report presentations be rescheduled if the chair/vice-chair was not available to present. Councilor Bull suggested it might be helpful to schedule related boards or commissions at the same meeting or close to each other in time. Mayor Traber and Mr. Shepard cautioned scheduling more substantive reports such as Planning Commission and Historic Resources Commission reports together to ensure work session agendas are balanced. The item was for information only.

XI. ADJOURNMENT

The meeting adjourned at 9:38 pm.

APPROVED:

MAYOR

ATTEST:

CITY RECORDER

Over the past several years, the Corvallis community, at many levels, has been engaged in a discussion about how best to address the issue of homelessness in our community, especially the population of chronically homeless men. It is overall a positive that so many individuals and groups—city and county government, social service agencies, faith communities, business people, and individual concerned citizens—want to be a part of the solution to this problem. However, over the past few years, the tenor of the discussion has changed to one of increasing polarization and gridlock.

Community Outreach, as the leading provider of services to the homeless in Corvallis for over 40 years now, has recently engaged in an agency-wide internal discussion about what our role should be in solving this problem. For many years, we have focused our attention primarily on homeless families, veterans and single men and women who want a structured, sober setting in which they can move from homelessness towards self-sufficiency. However, COI has a 45 year tradition of growing and adapting our programs to fit the changing needs of the community. In response to the most current needs, the Board of Directors and Management Team would like to announce the expansion of homeless emergency shelter services to include not only families and single women, but also single men. Currently, COI offers low-barrier behavior-based emergency shelter to families, transitional youth and single women. Beginning in the fall of 2016 we will also offer behavior-based emergency shelter to single men, regardless of sobriety at point of entry. In addition to providing shelter, COI will also expand the availability of our homeless emergency services to six days a week, to include access to showers, food, mail, phone, and secure document storage.

This new adaptation of services is just one more logical extension of our mission—to help people help themselves. We believe that our agency is best positioned in Corvallis to provide not only shelter to the chronically homeless, but also critical “wrap-around” services, from medical care, counseling, and drug and alcohol treatment to individual case management—all coordinated in one place. Our professional staff are trained in and work on models of “best practices” in order to move our clients from homelessness to self-sufficiency one step at a time.

Over the next 6 months, the staff and board of directors are committed to establishing a continuum of care to ensure that all populations experiencing homelessness in Benton County have access to shelter and supportive services. As we draft specific details of our plan we will be working diligently to secure an alternate location, as well as the long term funding required to expand our homeless emergency services. We look forward to collaborating with the community, City and County leadership, and our agency partners as we work to better serve the needs of those facing homelessness. We are trained for this work. Our staff and board are united in believing that this new step is both logical and necessary, providing a positive way forward, both for the chronically homeless and for the community as a whole.

Testimony from Kari Whitaker, Community Outreach, Inc.

May 2, 2016 City Council Meeting

ATTACHMENT A

Page 137-a

Jan Napack
4998 SW Hollyhock Circle
Corvallis, OR
97333

Re: First Camp Proposal

May 2, 2016

Honorable Mayor Traber and City Council,

As much as I admire and respect the individuals in the First Camp support group their present platform lacks specifics and as such it is necessary and appropriate that they seek the Council's guidance and leadership. They ask the Council the following:

1. Do you perceive that a tent city can be a sustainable component of the Continuum of Care?
2. Do you see this project helping some individuals make progress toward self-sufficiency?
3. In the long run do you see it helping reduce the number of homeless persons in our community?

But how can any of these questions be answered without having the final piece of the continuum in place: available, affordable and appropriate housing.

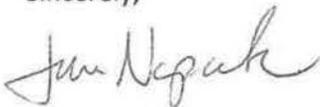
Before the city can answer the three questions above the support group needs to answer these:

1. Would these campers desire housing if available, or are they truly content to live in tents?
2. Is there a time limit for living at the camp?
3. Are folks expected to "graduate" out of the camp after getting their life under control?
4. Best case is that the camp is run by leaders having sufficient rectitude to maintain the camp as a transitional step. (The City answers question 3 as "Yes".)
Worst case would be that the service-resistant homeless, who do not want to be interfered with, take control. (The City answers question 3 as "No".)

The support group is putting forth a solution that ideally meets the needs/wants of a group of homeless and formerly homeless individuals. Obviously it is to our collective advantage that the homeless trying to overcome marginalization seek mutual aid.

Our vision of society doesn't accept tent-cities flanking our roads and shopping centers. We need permanent solutions...not tents.

Sincerely,



Jan Napack

ATTACHMENT B

Page 137-b

**LWV Corvallis**

PO Box 1679, Corvallis, OR 97339-1679

541-753-6036 • <http://www.lwv.corvallis.or.us>

Date: May 2, 2016

To: Mayor Traber and Corvallis City Council

From: League of Women Voters of Corvallis
Laura Lahm Evenson, President

Subject: **A Resolution Related to Voter Approved Annexations and Senate Bill 1573, Directing Staff to Comply with Section 53 of the City Charter and Corvallis Land Development Code**

The League of Women Voters of Corvallis supports the SB1573 Resolution presented by Mr. Brewer dated April 26, 2016. We urge you to adopt the Resolution without changes. After reviewing all pertinent documents, the City Attorney's opinion is "the City Council should defend the Constitutional rights of voter initiative and referendum, home rule, and defend the City Charter." League agrees that this Resolution accomplishes the City's and the voters' objectives.

As we wrote in our letter dated March 22, 2016, the League both locally and statewide has long supported the right of citizens to vote on annexations. Our local Community Planning position, from which we can advocate, states: "The LWV of Corvallis supports the citizens' right to determine by ballot the expansion of municipal limits resulting from proposed annexations, delayed or otherwise, excepting only state-mandated annexations."

Thank you for the opportunity to comment on this vital issue before you.

ATTACHMENT C

Page 137-c

Housing First Principles

- **Housing is a basic human right, not a reward for clinical success.**
- **Once the chaos of homelessness is eliminated from a person's life, clinical and social stabilization occur faster and are more enduring.**

..... Seven Standards of DESC's Housing First Approach

- 1** Move people into housing directly from streets and shelters without preconditions of treatment acceptance or compliance.
- 2** The provider is obligated to bring robust support services to the housing. These services are predicated on assertive engagement, not coercion.
- 3** Continued tenancy is not dependent on participation in services.
- 4** Units targeted to most disabled and vulnerable homeless members of the community.
- 5** Embrace a harm reduction approach to addictions rather than mandating abstinence. At the same time, the provider must be prepared to support resident commitments to recovery.
- 6** Residents must have leases and tenant protections under the law.
- 7** Can be implemented as either a project-based or scattered site model.

Fact Sheet: Housing First

Questions and Answers on Homelessness Policy and Research

Updated April 2016

What is Housing First?

Housing First is a homeless assistance approach that prioritizes providing permanent housing to people experiencing homelessness, thus ending their homelessness and serving as a platform from which they can pursue personal goals and improve their quality of life. This approach is guided by the belief that people need basic necessities like food and a place to live before attending to anything less critical, such as getting a job, budgeting properly, or attending to substance use issues. Additionally, Housing First is based on the theory that client choice is valuable in housing selection and supportive service participation, and that exercising that choice is likely to make a client more successful in remaining housed and improving their life.ⁱ

How's Housing First different from other approaches?

Housing First does not require people experiencing homelessness to address all of their problems including behavioral health problems, or to graduate through a series of services programs before they can access housing. Housing First does not mandate participation in services either before obtaining housing or in order to retain housing. The Housing First approach views housing as the foundation for life improvement and enables access to permanent housing without prerequisites or conditions beyond those of a typical renter. Supportive services are offered to support people with housing stability and individual well-being, but participation is not required as services have been found to be more effective when a person chooses to engage.ⁱⁱ Other approaches do make such requirements in order for a person to obtain and retain housing.

Who can be helped with Housing First?

A Housing First approach can benefit both homeless families and individuals with any degree of service needs. The flexible and responsive nature of a Housing First approach allows it to be tailored to help anyone. As such, a Housing First approach can be applied to help end homelessness for a household who became homeless due to a temporary personal or financial crisis and has limited service needs, only needing help accessing and securing permanent housing. At the same time, Housing First has been found to be particularly effective approach to end homelessness for high need populations, such as chronically homeless individuals.ⁱⁱⁱ

What are the elements of a program that follows a Housing First approach?

Housing First programs often provide rental assistance that varies in duration depending on the household's needs. Consumers sign a standard lease and are able to access supports as necessary to help them do so. A variety of voluntary services may be used to promote housing stability and well-being during and following housing placement.

Two common program models follow the Housing First approach but differ in implementation. Permanent supportive housing (PSH) is targeted to individuals and families with chronic illnesses, disabilities, mental health issues, or substance use disorders who have experienced long-term or repeated homelessness. It provides long-term rental assistance and supportive services.

A second program model, rapid re-housing, is employed for a wide variety of individuals and families. It provides short-term rental assistance and services. The goals are to help people obtain housing quickly, increase self-

sufficiency, and remain housed. The Core Components of rapid re-housing—housing identification, rent and move-in assistance, and case management and services—operationalize Housing First principals.

Does Housing First work?

There is a large and growing evidence base demonstrating that Housing First is an effective solution to homelessness. Consumers in a Housing First model access housing faster^{iv} and are more likely to remain stably housed.^v This is true for both PSH and rapid re-housing programs. PSH has a long-term housing retention rate of up to 98 percent.^{vi} Studies have shown that rapid re-housing helps people exit homelessness quickly—in one study, an average of two months^{vii}—and remain housed. A variety of studies have shown that between 75 percent and 91 percent of households remain housed a year after being rapidly re-housed.^{viii}

More extensive studies have been completed on PSH finding that clients report an increase in perceived levels of autonomy, choice, and control in Housing First programs. A majority of clients are found to participate in the optional supportive services provided,^{ix} often resulting in greater housing stability. Clients using supportive services are more likely to participate in job training programs, attend school, discontinue substance use, have fewer instances of domestic violence,^x and spend fewer days hospitalized than those not participating.^{xi}

Finally, permanent supportive housing has been found to be cost efficient. Providing access to housing generally results in cost savings for communities because housed people are less likely to use emergency services, including hospitals, jails, and emergency shelter, than those who are homeless. One study found an average cost savings on emergency services of \$31,545 per person housed in a Housing First program over the course of two years.^{xii} Another study showed that a Housing First program could cost up to \$23,000 less per consumer per year than a shelter program.^{xiii}

The National Alliance to End Homelessness's Fact Sheets answer common and frequently asked questions about homelessness policy and research. This series draws on the best expertise, data, and research available. For more information about homelessness, please visit www.endhomelessness.org

ⁱ Tsemberis, S. & Eisenberg, R. Pathways to Housing: Supported Housing for Street-Dwelling Homeless Individuals with Psychiatric Disabilities. 2000.

ⁱⁱ Einbinder, S. & Tull, T. The Housing First Program for Homeless Families: Empirical Evidence of Long-term Efficacy to End and Prevent Family Homelessness. 2007.

ⁱⁱⁱ Gulcur, L., Stefancic, A., Shinn, M., Tsemberis, S., & Fishcer, S. Housing, Hospitalization, and Cost Outcomes for Homeless Individuals with Psychiatric Disabilities Participating in Continuum of Care and Housing First programs. 2003.

^{iv} Gulcur, L., Stefancic, A., Shinn, M., Tsemberis, S., & Fishcer, S. Housing, Hospitalization, and Cost Outcomes for Homeless Individuals with Psychiatric Disabilities Participating in Continuum of Care and Housing First programs. 2003.

^v Tsemberis, S. & Eisenberg, R. Pathways to Housing: Supported Housing for Street-Dwelling Homeless Individuals with Psychiatric Disabilities. 2000.

^{vi} Montgomery, A.E., Hill, L., Kane, V., & Culhane, D. Housing Chronically Homeless Veterans: Evaluating the Efficacy of a Housing First Approach to HUD-VASH. 2013.

^{vii} U.S. Department of Housing and Urban Development. Family Options Study: Short-Term Impacts. 2015.

^{viii} Byrne, T., Treglia, D., Culhane, D., Kuhn, J., & Kane, V. Predictors of Homelessness Among Families and Single Adults After Exit from Homelessness Prevention and Rapid Re-Housing Programs: Evidence from the Department of Veterans Affairs Supportive Services for Veterans Program. 2015.

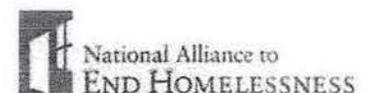
^{ix} Tsemberis, S., Gulcur, L., & Nakae, M. Housing First, Consumer Choice, and Harm Reduction for Homeless Individuals with a Dual Diagnosis. 2004.

^x Einbinder, S. & Tull, T. The Housing First Program for Homeless Families: Empirical Evidence of Long-term Efficacy to End and Prevent Family Homelessness. 2007.

^{xi} Gulcur, L., Stefancic, A., Shinn, M., Tsemberis, S., & Fishcer, S. Housing, Hospitalization, and Cost Outcomes for Homeless Individuals with Psychiatric Disabilities Participating in Continuum of Care and Housing First programs. 2003.

^{xii} Perlman, J. & Parvensky, J. Denver Housing First Collaborative: Cost Benefit Analysis and Program Outcomes Report. 2006.

^{xiii} Tsemberis, S. & Stefancic, A. Housing First for Long-Term Shelter Dwellers with Psychiatric Disabilities in a Suburban County: A Four-Year Study of Housing Access and Retention. 2007.



Future Shelter Programs for Us

We, the undersigned, have been or are homeless and have benefitted from the cold weather shelters operated by Corvallis Housing First and Room at the Inn. For the past ten years, the staff and volunteers at these shelters have been dedicated. They have made us feel welcomed, valued and respected. We don't know why anyone would want to take apart the programs that have worked well for us.

We are concerned about the future of our shelter. We have not been asked for our feedback on possible changes to the shelter location or operation.

We have overheard rumors that COI might be taking over the shelter programs for "the chronic homeless." We wonder how this will be different from previous experiences that many of us have had with COI.

Thank you for accepting this petition of our concerns.

Knowlton
 Marie Keller
 Eudicott
 Tom Stigerson
 Sarah Brown
 phen Cage
 LTER CLARK
 elanie Thann
 mar W Krebsbach
 jill mullis
 jill mullis
 JACOB LOPEZ
 Al Christy
 eric Lynn Daniel
 Mr Tucker
 By Sales
 singly Parise
 karen Perward
 RICH BISHOP
 St. Mougherty
 Paul Wight

Jeff Lamb

Subject: FW: Draft press release re Friday's LOC Board decision

From: Jeff Lamb [mailto:jefflamb02@ |
Sent: Monday, May 02, 2016 5:46 PM
To: Jeff Lamb <jefflamb02@ >
Subject: FW: Draft press release re Friday's LOC Board decision

DRAFT PRESS RELEASE re LOC Board decision - there is nothing on the LOC website about this this morning...

Friday April 29, 2016

In a Board of Directors meeting held on April 27th, the League of Oregon Cities Executive Board unanimously committed to stand behind any city willing to seek a declaratory judgment on SB 1573. Part of a "grand bargain" involving three bills passed last session, SB 1573 amends city charters by removing citizens' right to vote on annexations.

The law, sponsored by Senator Beyer of Springfield, says regardless of a city charter or city ordinance, a city shall annex territory "without submitting the proposal to the electors of the city." The law also authorizes the legislature to amend city charters at any time for any reason. Thus far, four cities anticipate challenging the law on constitutional grounds.

Oregon Communities for a Voice in Annexations is a citizens' group supporting local voters' right to vote on growth issues in their localities. "This isn't just about voting on annexations," says OCVA Secretary Jerry, "Our statewide planning starts with Goal 1 - citizen involvement. That means there can be no prior restraint on any citizen involvement in their local city charters, period."

OCVA is monitoring and participating in the defense of city charters.

"When we started on this journey a couple of decades ago we assumed Oregon Homebuilders and Oregonians in Action would respect 'home rule' in the Oregon Constitution," says Jeff Lamb, an OCVA Founding Member, "We never imagined Oregon Builders and Oregonians in Action would be willing to shred city charters."

CONTACT: how do you guys want to manage inquiries? Brian is kinda busy; Jerry is working...
Jeff Lamb, Co-Chair OCVA; jefflamb02@peak, ORG
Richard Reid, Co-Chair OCVA
Jerry Ritter, Secretary OCVA
Brian Beinlich, Treasurer OCVA

ATTACHMENT F

Page 137-i

-----Original Message-----

From: City Manager
Sent: Tuesday, April 26, 2016 3:57 PM
To: Holzworth, Carla
Subject: Public Input Submission

Submission recorded on: 4/26/2016 3:57:27 PM

NAME: Caitlyn Gill

TOPIC: Tent City

MEETING DATE: 5/2/2016

I wanted to write on behalf of myself and my husband regarding the proposed tent city. We moved to Corvallis about a year ago from Atlanta GA. This was a risky move for us as we have lived our whole lives on the east coast. But we made the jump and after a tough house buying process ended up purchasing in Willamette Landing. We love our neighborhood and love the ease we feel allowing our two young girls to play outside and ride their bikes around without being concerned for their safety. We love the cleanliness of our parks and the fact that they play their without worrying about trash being left around or people hanging out that are not kiddos. We are no strangers to the homeless population and in our old neighborhood in Atlanta dealt with daily break ins to cars and homes living in a neighborhood that shared space with many homeless groups. We have been there and know that no matter how bright we try to make this situation, housing homeless across from a neighborhood with hundreds of children just is not the answer. Please do not build a tent city across from where my little girls play. There are many other spaces in town that are not adjacent to a neighborhood full of children that would be much more appropriate. I am asking, begging you as a Mom to not make us regret our decision to move here and keep our neighborhood safe.

If you like to be contacted by the Mayor and City Council with any follow-up questions, please enter an email address or phone number below.

Disclaimer: This e-mail message is a public record of the City of Corvallis. The contents may be subject to public disclosure under Oregon Public Records Law and subject to the State of Oregon Records Retention Schedules. (OAR:166.200.0200-405)

ATTACHMENT G

Page 137-j

-----Original Message-----

From: City Manager
Sent: Sunday, May 01, 2016 11:59 PM
To: Holzworth, Carla
Subject: Public Input Submission

Submission recorded on: 5/1/2016 11:58:38 PM

NAME: Jan Napack, Corvallis

TOPIC: First Camp Proposal

MEETING DATE: 5/2/2016

Honorable Mayor Traber and City Council,

'First Camp' is the third attempt at allowing a tent community to be built in Corvallis. Although the proposal this time is different in that city property is not involved, that fact changes very little of the broad impact on our community and civic resources. These concerns are detailed in the volumes of public official's doubts and citizen's opposition archived primarily in the 1993/1994 and 2009/2010 City Council meeting minutes. One aspect that pointedly has not changed with this effort is that the camp sites proposed in the past were also all in South Corvallis, (BMX Track, Avery Park and Willamette Park).

On March 16, 2009 the City Council voted against a motion to designate the community garden area of Avery Park as a three-month trial-period homeless camping area. In favor were Richard Hervey, Jeanne Raymond and Mike Beilstein who believed the immediate need was great enough that Council should act now and "study the problems later". But in this same context Councilor Beilstein stated he could not envision a temporary camp without having a better solution ready to implement in 90 days. The Council should take this prophetic statement to heart. There is the looming specter of displacing 30 homeless individuals if the camp fails. Once we allow the camp to open there is no going back.

In 1993/1994 the solution that was proposed and implemented to alleviate the homeless crisis was moving and expanding the COI facilities. This has worked exceptionally well, yet now needs to be expanded. The solution that was proposed to alleviate the homeless crisis in 2009 was incorporated into the City's 10-Year Plan to End Homelessness. But ultimately, the outcomes pertaining to the non-structured emergency cold weather shelter have proven problematic.

One of First Camp's sponsors, Minister Matthew Gordon, stated this latest attempt minimally involves the city as they are being asked only to "...change a few ordinances and codes to allow this to happen." (1) Were it this simple the City should also change zoning, ordinances and codes to allow "tiny houses" and "non-wheeled RVs" which form the basis of many successful and tight-knit communities for the homeless such as Camp Quixote (Olympia), Opportunity Village and Emerald Village (Eugene), and Dignity Village (Portland).

The National Alliance to End Homelessness considers tent-cities a "lose-lose" for everyone. The Alliance is steadfast that the solution to homelessness is affordable housing and/or

permanent, supportive housing. Study after study and program after program have proven that this is the right answer. (2)

Solving the problem of homelessness requires a comprehensive, logical, scientific and unified approach by a broad contingent. Tent cities are one result of our failure to find those solutions.

Sincerely,

Jan Napack

(1)

http://www.kezi.com/news/Group_Pushes_for_Legal_Homeless_Camp_in_Corvallis.html#sthash.SBC5xzZW.dpuf

(2)

http://www.endhomelessness.org/blog/entry/what-to-do-about-tent-cities#.VybTh_krLcs

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-----Original Message-----

From: City Manager
Sent: Monday, May 02, 2016 11:43 AM
To: Holzworth, Carla
Subject: Public Input Submission

Submission recorded on: 5/2/2016 11:42:54 AM

NAME: Sara G Power, Philomath

TOPIC: COI's announcement re: low barrier sheltering

MEETING DATE: 5/2/2016

Although I live in Philomath, I am involved in this conversation because I have been manager of the Room at the Inn, a cold weather shelter for women, for the past 3 years.

I would strongly suggest that the mayor and city council refer this announcement to the HOAC (formerly the Homeless Oversight Committee) for discussion and review. The HOAC has been working hard to nurture inter-agency cooperation, collaboration and support. COI did not make any attempt to work with agencies that are currently operating low barrier shelters (for 10 years and 3 years, respectively) before making this announcement. Thus, this announcement flies in the face of that spirit of cooperation and collaboration that the HOAC is seeking to promote. Thus, this is clearly something that the HOAC should consider, as the diverse agencies represented on that team have worked with all those who are experiencing housing insecurity in Corvallis and Benton County.

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-----Original Message-----

From: City Manager

Sent: Monday, May 02, 2016 1:55 PM

To: Holzworth, Carla

Subject: Public Input Submission

Submission recorded on: 5/2/2016 1:54:34 PM

NAME: Kathryn Sayles, Beaverton OR

TOPIC: Resolution SB 1573

MEETING DATE: 5/2/2016

Dear Mayor and City Councilors of Corvallis:

Thank you for caring about the Citizens' right to a voice in government. I care deeply that WHEN citizens have taken the time and effort to get an initiative into a City charter, that right should not be taken away by a higher government. I have read the proposal from your City Attorney and I applaud it.

Please pass the resolution. You are the first. This is the honorable and right thing to do and you will be remembered for your stance.

Kathy Sayles

If you like to be contacted by the Mayor and City Council with any follow-up questions, please enter an email address or phone number below.

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-----Original Message-----

From: City Manager

Sent: Monday, May 02, 2016 3:06 PM

To: Holzworth, Carla

Subject: Public Input Submission

Submission recorded on 5/2/2016 3:05:51 PM

NAME: Lori Jane Stephens, Corvallis

TOPIC: SB 1573

MEETING DATE: 5/2/2016

I urge the City Council to support the resolution related to voter approved annexations and senate bill 1573, which directs staff to comply with section 53 of the city charter and Corvallis LDC. Please defend the Constitutional rights of voter initiative, referendum, home rule, and defend the City Charter. Voter approved annexation has been on our books for 40 years. The legislature narrowly passed SB 1573 with little serious deliberation. The cities effected by this bill have been caught off guard. Please support our Constitutional rights and city charter. Thank you.

If you like to be contacted by the Mayor and City Council with any follow-up questions, please enter an email address or phone number below.

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-----Original Message-----

From: City Manager

Sent: Monday, May 02, 2016 4:37 PM

To: Holzworth, Carla

Subject: Public Input Submission

Submission recorded on: 5/2/2016 4:36:42 PM

NAME: Dennis C. Venable, Corvallis

MEETING DATE: 5/2/2016

TOPIC: SB 1573 Resolution

I support a resolution asserting the city's right to continue referring annexations to their citizens as they have done since 1976.

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-----Original Message-----

From: City Manager
Sent: Monday, May 02, 2016 5:02 PM
To: Holzworth, Carla
Subject: Public Input Submission

Submission recorded on: 5/2/2016 5:01:31 PM

NAME: Richard Reid, Salem

TOPIC: Re Council Resolution regarding SB 1573

MEETING DATE: May 2, 2016

To Corvallis City Councilor
Councilors,

OCVA urges you to adopt the resolution before you. All of the essential points are covered in it.

We add that "home rule" is an expression of the First Amendment and consistent with Goal 1 of the Oregon Land Use Planning Goals and Guidelines. Goal 1, "insures the opportunity for citizens to be involved in all phases of the planning process."

As the Oregon Supreme Court Bear Creek decision clarifies, whether an annexation meets all the statutory requirements and CAN occur is a land use decision, typically made by a governing body. However, the decision as to whether the annexation SHOULD occur is a separate, POLITICAL (not land use) decision, typically rendered by vote.

OCVA believes voting on annexations is an essential right that can't exist outside the sanctity of city charters or the protection of "home rule."

We hope you agree SB 1573 violates that sanctity and adopt your eloquent resolution.

Thank You,
The Board and Members of
Oregonians for a Voice in Annexations
OCVA.org
P.O. Box 1388
North Plains, OR 97133-1388

If you like to be contacted by the Mayor and City Council with any follow-up questions, please enter an email address or phone number below.

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-----Original Message-----

From: City Manager

Sent: Monday, May 02, 2016 5:53 PM

To: Holzworth, Carla

Subject: Public Input Submission

Submission recorded on: 5/2/2016 5:52:32 PM

NAME: Brian Beinlich, North Plains, OR

TOPIC: Senate Bill 1573 Resolution

MEETING DATE: 5/2/2016

Dear Major and City Councilors of Corvallis:

Thank you for considering the proposed resolution submitted by your City Attorney. I believe that citizen's right to determine the fate of their town should not be taken away via state legislation. As a resident of a City whose right to vote on annexations was just taken away by SB 1573, I am very concerned about the impact of this bill. I am deeply concerned that SB 1573 sets a dangerous precedent, allowing the state to override home rule and City Charters at will.

I encourage the Council to pass the resolution.

Regards,
Brian Beinlich

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Jim Brewer

From: Sean O'Day <soday@orcities.org>
Sent: Friday, April 29, 2016 10:08 AM
To: jkbrewer 'DAtchison@cityofsalem.net'
Cc: Erin Doyle
Subject: SB 1573

Jim and Dan,

I am writing this from our Board meeting. The Board just unanimously approved having the League work with a member city to initiate a declaratory action challenging the constitutionality of SB 1573, to intervene once it is filed, and to thereafter take the lead in the litigation legally (and financially in hiring an outside counsel if needed).

My initial thinking is that I would handle this litigation in house just as we have done in the Cave Junction Litigation.

I would like to speak with both of you early next week to gauge your respective council's interest in partnering with the League in such a law suit.

Ideally it would be great if both of your cities were involved, but I think that complicates things from a venue standpoint.

Sean

**Sean E. O'Day, General Counsel**

soday@orcities.org

(503) 588-6550 | (800) 452-0338 | (503) 540-6572 direct
1201 Court St. NE, Suite 200 | Salem, Oregon 97301

www.orcities.org

Helping Cities Succeed

ATTACHMENT H

Page 137-s

**CITY OF CORVALLIS
COUNCIL WORK SESSION MINUTES
May 3, 2016**

The work session of the City Council of the City of Corvallis, Oregon, was called to order at 3:50 pm on May 3, 2016 in the Madison Avenue Meeting Room, 500 SW Madison Avenue, Corvallis, Oregon, with Mayor Traber presiding.

I. CALL TO ORDER

Present: Mayor Traber; Councilors Baker, Beilstein, Brauner, Bull, Hann, Hirsch, Hogg, York

Absent: Councilor Glassmire

II. NEW BUSINESS

A. Mayor Traber and Councilors reviewed the interview questions for the two Commissions and discussed that Council would vote on the applicants at the May 16, 2016 Council meeting. Two applications were received for three, three-year term Historic Resources Commission positions, which would be available beginning July 1, 2016. Three applications were received for three, three-year term Planning Commission positions, which would also be available beginning July 1, 2016.

B. Historic Resources Commission and Planning Commission Applicant Interviews

Councilors interviewed Historic Resources Commission candidates Cathy Kerr (via conference call) and Roz Keeney, and Planning Commission Candidates Jim Boeder, Tom Jensen, and Susan Morr .

Mayor Traber informed each candidate that Council would vote on the applicants at the May 16, 2016 Council meeting and staff would notify them of the results the following day.

III. ADJOURNMENT

The meeting adjourned at 5:47 pm.

APPROVED:

MAYOR

ATTEST:

CITY RECORDER



Community Development
 Planning Division
 501 SW Madison Avenue
 Corvallis, OR 97333

DRAFT
CITY OF CORVALLIS
DOWNTOWN ADVISORY BOARD
Madison Avenue Meeting Room
April 13, 2016

Attendance

Liz White, Chair
 Shelly Signs, Vice Chair
 Robin Jones
 John Morris
 Joan Truckenbrod

Staff

Paul Bilotta, Director
 Sarah Johnson, Senior Planner
 Rian Amiton, Associate Planner
 Mark Lindgren, Recorder

Excused

Cloud Davidson
 Joe Elwood
 Elizabeth Foster
 Mary Gallagher
 Brigetta Olson
 Ken Pastega
 Roen Hogg, Council Liaison

Visitors

SUMMARY OF DISCUSSION

	Agenda Item	Recommendations
I.	Call to Order	
II.	Approval of March 9, 2016 Meeting Minutes	
III.	Public Comment	
IV.	Discussion on Parking Utilization Survey and Next Steps	
V.	Imagine Corvallis 2040 Visioning Exercise	
VI.	Spring/Summer Timeline and New Project Proposal Introduction	
VII.	Updates	
VIII.	Other Business	
IX.	Adjournment - 7:03 p.m.	The next regular meeting will be held on May 11, 2016 at 5:30 p.m., at Madison Avenue Meeting Room

CONTENT OF DISCUSSION

I. CALL TO ORDER.

Chair Liz White called the Corvallis Downtown Advisory Board to order at 5:36 p.m. Planner Sarah Johnson introduced new Community Development Director Paul Bilotta, who moved here from Minnesota.

II. APPROVAL OF MEETING MINUTES.

March 9, 2016

Due to the lack of a quorum, the March 9, 2016 minutes could not be approved.

III. PUBLIC COMMENT: None.

IV. DISCUSSION OF PARKING UTILIZATION SURVEY AND NEXT STEPS.

Planner Rian Amiton stated that staff were looking at various visual ways of presenting the study data. He said the board could create a subcommittee to further work with the data. The data was collected over three days last summer, all day on a Friday, the following 8 a.m. to 3 p.m. on Saturday, and from 7 a.m. to 8 p.m. on the following Tuesday. The days were chosen in order to collect information from a range of conditions. The survey looked at 2,257 parking spots, each surveyed every hour over the three days, examining the shifting of demand over time.

Ms. Signs said the new downtown hotel would likely have a big impact on parking. Ms. White asked if the hotel would provide parking for employees. Planner Johnson replied that it would provide 136 parking spaces, in excess of the required 117 minimum parking spaces for the 158 rooms. In public testimony there were concerns whether that was enough. She related the developers cited the industry standard of providing about 80-85% capacity for the rooms. Developers have said they do not intend to restrict employees from using the structured parking. She noted that many employees would work during days, while many hotel visitors would check in after 3 p.m.

Planner Johnson said there are no additional commercial uses anticipated for the hotel, though it contains a restaurant, conference rooms, a pool and a gym, and the Code allows for certain ancillary uses. Ms. Truckenbrod asked if the hotel pool would be open to the public; Planner Johnson answered she believed it was restricted to hotel guests.

Chair White solicited several volunteers to review the data and make draft recommendations; she and Mr. Morris volunteered. Planner Johnson said the intent was to have members serve on the subcommittee from both the DAB and the Parking Committee.

Planner Johnson related speaking to a representative from Transportation and Growth Management at the Oregon Department of Land Conservation and Development. The department recognized the demands on downtown parking and that the Council was at

some point likely to consider a parking structure, and forwarded literature on parking structures. They may send someone to speak to the subcommittee on mitigation and interim measures in greater detail.

Ms. Truckenbrod noted there was a Bicycle and Pedestrian Advisory Board (BPAB), and asked what measures were underway to create awareness of alternative modes of transportation other than cars, such as bikes and busses. Ms. White highlighted the relatively new Transit Center. Planner Johnson said BPAB was always looking for ways to educate and promote walking and biking; also, both the Parks and Recreation Master Plan and the Transportation Master Plan address trails development and alternative transportation. Shelly Signs added that OSU annually promotes alternative transportation.

Planner Johnson added that Public Works always seeks to add bike-parking racks, especially in downtown and other highly travelled areas. The pilot downtown bike corral project at Jackson Avenue and 2nd Street went well, and other sites will be sought. Ms. Truckenbrod advocated anything we can do to promote alternative transportation.

Planner Amiton presented a PowerPoint overview on the study. He stated that the parking spaces were grouped into 24 subcategories, including public metered spaces; public unmetered spaces; and dedicated spaces reserved for visitors to public utilities, public employees, City vehicles, ADA spaces, resident permit-only spaces, etc. About two-thirds of total spaces were public unmetered, about a quarter were public metered, and the remainder dedicated. About 92% of the spaces were public.

The study found that overall, utilization peaked around noon. From there, it dipped quickly on Saturday (a Farmers Market day). On Friday, it dipped and then rose again at Happy Hour, staying high through dinner. On Tuesday, it declined steadily from noon on.

Regarding metered parking utilization, Friday and Tuesday were fairly similar. Ms. White asked if the Friday and Tuesday figures included the First Street meters that are not available on Saturday; Planner Amiton believed so.

He noted that the industry standard is 85% parking capacity; Planner Johnson explained that when usage passes the 85% threshold of capacity, it shows we need to make adjustments. The study area included 40 blocks of downtown from north of the Van Buren Bridge, south to 2nd and B Streets, and from the riverfront to 6th Street. In some areas, parking usage was between 85 to 100% capacity. She said the study does not explain where people want to be and how far they are willing to walk from parking to get to their destination.

Planner Amiton said the previous 2012 study looked at five downtown sub-areas and evaluated trends within the area to identify pinch points. The subcommittee could make a similar analysis.

He displayed the Central Free Customer Parking area, with 29% of all studied free public parking spaces. Spaces *outside* this area had a peak of about 62% on a Tuesday, and

lower on Friday and Saturday, while the area within had almost 100% utilization on two of the three studied days (Friday and Tuesday), and 97% on Saturday. He showed usage for the six municipal parking lots downtown, including the fire station, the City Hall lot and the lot at Western and 2nd. The three public lots in the Free Customer Area were maxed out at some point on all three days, with all three maxed out by noon on Saturday.

He summarized that Downtown Free Customer Parking area is heavily utilized, especially in the municipal lots. Heaviest use on weekdays is during lunch and dinner, and heaviest during Farmers Market on Saturday. The quick analysis doesn't include sub-area analysis; parking type balance; trends since 2012; or forecasts, including impacts from the hotel, museum, and increasing use of office space.

Mr. Morris asked about annual parking meter revenue; Planner Johnson will check with Public Works. Planner Amiton believed the museum will be required to provide two off-street parking spaces (it's eliminating a curb cut, reducing its total required number by two). Planner Johnson said a formal development application has not yet been submitted by the museum; it will likely include a bus loading and unloading area to avoid impacting traffic. She summarized that she was hearing interest on the board potentially providing educated recommendations to the Council. She'll arrange for the subcommittee to review the study and generate further detail.

V. **IMAGINE CORVALLIS 2040 VISIONING EXERCISE.**

Planner Johnson thanked board members for their emailed responses on focus areas, relating that the focuses of Innovate and Prosper, and Create and Celebrate were the two areas of greatest interest to the board. Since there were only five members present, she suggested starting with one focus.

She explained the goal of the process was to envision what the community would like to look like in 2040. She said a 20-member steering committee developed a scope, timeline, vision focus areas, and outreach strategy for the process. Now that community workshops are over, further outreach is underway to groups and networks to elicit their specific areas of concern, issues, and priorities. An online survey is also asking the same questions and will stay live through mid-May, when data will be sorted and analyzed, developing visions for each of the focus areas. There will be another wave of community input on the draft vision, as well as determining action plans and timelines for action items, with partners agreeing to take on action items to achieve the vision. Finally, consultants will help develop metrics and measurement tools to gauge success of vision action items.

The **Create and Celebrate focus area** includes culture, art, music, festivals, historic considerations, and other things we appreciate as culturally unique to the area, and that bring people to Corvallis. It incorporates tourism and OSU. Planner Johnson asked board members to fill out their questionnaires on five related questions. The first was **what they appreciate about Corvallis** as well as **challenges for Corvallis, now and in the future.**

Ms. Signs summarized that she appreciated the festivals, the university, art opportunities (such as the Art Center and the Majestic Theater), live performances, the future Benton

County Historical Society museum, the farmers market and activities and improvements at the fairgrounds. Mr. Morris cited the wide range of live music. Ms. Truckenbrod highlighted the breadth of art, music and theater, including the Majestic Theatre, noting that many performances were accessible to the community. Many exhibitions were of very high quality.

Ms. Jones highlighted diversity of events, including festivals, which create a sense of community. Ms. White highlighted variety, including the Art Walk, and the great public library. Ms. Truckenbrod added that the library, the Arts Center and the university had great art collections. Planner Johnson summarized the group's common areas seemed to be a variety of events; breadth of opportunity; variety of venues, sponsors and access.

Regarding **Challenges for Corvallis now or in the future**, Ms. Signs highlighted competing demands for time and the need to nurture a culture of participation, since many residents are not taking advantage of opportunities. She sought bigger events and more festivals (including when students are here). Mr. Morris said the Whiteside Theatre was an exciting opportunity. Ms. Truckenbrod cited the need for an online and print master calendar, since sometimes there are competing events. She said OSU is talking about a new visual and performing arts center to house major groups for interdisciplinary expression. We need a professional gallery- OSU and the City could collaborate; Mr. Morris said location was critical.

Ms. Jones saw a challenge in keeping events fresh over time. Ms. Truckenbrod said many Corvallis residents travel to Eugene and Portland for events; however, we also need Portlanders and Eugeniens traveling here, as well. Ms. White said the museum, the Whiteside, and other arts facilities seek funding at the same time. Planner Johnson noted that the VisitCorvallis website works hard to collate events and is fairly well known, and wants to be the go-to space for gathering listings of arts and culture events. Ms. White said we need to include high school events. Planner Johnson noted the falling away of the DaVinci Festival after many years, which highlighted the challenges of keeping fresh and keeping attendance and funding, despite the widespread affection for a number of the festival's events.

Planner Johnson asked for feedback on board members' **strategy for achieving their vision and how we can tell that your vision was being accomplished**. Ms. Signs stated her vision was for different events on weekends that engage and build different audiences and build a culture of participation, and for Corvallis to be a valley-wide destination. The strategy is to have better access through trains and busses, with the metric being more activities on weekends, with better attendance.

Mr. Morris asked what happened to the train line to Corvallis. Ms. Signs said there had been discussion of a line from Albany. Planner Johnson said passenger transportation to Corvallis hasn't happened for decades; it goes through Albany. Ms. White said she was surprised there weren't busses from Portland for OSU games; Planner Johnson noted that there were chartered busses and highlighted the Linn-Benton Loop and the recent Connect line to Linn County.

Mr. Morris agreed Corvallis should be a cultural destination, saying that the Whiteside Theater was one way to do that, along with activating obsolete or underutilized spaces, including alleys. Ms. White said that the DAB formerly had an Alley Committee to better utilize these areas; Planner Johnson related that due to lack of technical expertise and funding, the committee was dropped from the board's work program. Mr. Morris said strategies include increasing tax base and better promoting events- that was formerly done through kiosks. Recorder Mark Lindgren highlighted the new Posting Post kiosks program, with the coordination of publicity in the kiosks scattered around town for events throughout the year. Mr. Morris expected a refreshed DaVinci Days Festival.

Ms. Truckenbrod said she would like to see popup galleries for art and performances, increased affordable studio spaces, increased access to lessons, public art spaces, and cross-cultural events. She said OSU students could work as interns to provide lessons to younger students. The strategy is integrating publicity, matching venues to events, and moving the Concerts in the Park to be aimed at dinner picnics rather than later at night. She advocated an art tax similar to Portland's- there needs to be a funding source. The metric would be increased attendance, more art in schools, and more attendees from out of town. She related that the Parks and Rec's Arts and Culture Advisory Board is seeking to document the economic impact of arts and culture events.

Ms. Jones highlighted the need to support small businesses and restaurants downtown and give the community more reasons to come downtown and marketing downtown businesses. She highlighted ongoing work of the DCA for events like the Art Walk. Planner Johnson said part of the town's culture is supporting small local businesses and companies, helping to identify downtown as an important cultural part of the community.

Ms. White advocated Corvallis become a cultural destination, like a mid-valley Ashland. We have a variety of things to offer and she sought to grow that; an arts council could coordinate, publicize and help fund it. The metric would be more people coming to Corvallis. Planner Johnson highlighted the Parks and Rec Arts and Culture Advisory Board, but wasn't aware of an existing arts council that tries to put all the pieces together.

Planner Johnson suggested members complete an online survey, as well, if they wish; there have been 394 online responses so far. She highlighted further outreach efforts.

VI. SPRING/SUMMER TIMELINE AND NEW PROJECT PROPOSAL INTRODUCTION.

Chair White postponed discussion.

VII. UPDATES:

Board Member Updates.

Ms. Truckenbrod highlighted her concerns and actions regarding the south Corvallis Hollingsworth and Vos plant's emissions levels, and asked whether the City could request information on air quality levels and how to monitor emissions. Planner Amiton noted that a public meeting was held on the matter a couple weeks ago. Some information

was posted online, including some emissions point source test results, though there are no numbers available for neighborhoods.

Staff Updates:

No report.

VIII. OTHER BUSINESS.

IX. ADJOURNMENT.

The meeting was adjourned at 7:03 p.m. The next meeting of the Downtown Advisory Board will be held on May 11, at 5:30 p.m., at the Madison Avenue Meeting Room.

**CITY OF CORVALLIS
ECONOMIC DEVELOPMENT ADVISORY BOARD
Minutes – April 11, 2016**

Present

Skip Rung, Chair
Elizabeth French
Pat Lampton
Jason Bradford
Nick Fowler
Brian Wall
Tim Weber
David Becker
Frank Hann, City Council Liaison

Staff

Tom Nelson, Economic Development Manager
Amy Jauron, Economic Development Officer
Terry Nix, Recorder

Visitors

Cathryn Stephens
Heather Destart
Josephine Fleetwood
Jackie Mikalonis
Fred Abousleman
Anne Schuster
Sean Stevens
Dan Whitaker

Absent/Excused

Josh Kvidt
Jay Dixon, Benton County Liaison

SUMMARY OF DISCUSSION

	Agenda Item	Summary of Recommendations/Actions
I.	Call to Order	
II.	Introduction of new EDAB member David Becker	Information
III.	Approval of March 14, 2016 Minutes	Approved
IV.	Visitor Comments	None
V.	Eugene Airport – Cathryn Stephens	Information
VI.	Workforce Development – Amy Jauron	Information
VII.	Community Communication/Vision Action Steering Committee Discussion	Information
VIII.	Strategy/Business Activity Reports	Information
IX.	Other Business	Information
X.	Future Agenda Items	Information
XI.	Adjournment	Adjourned at 5:00 p.m.
XII.	Next Meeting	May 9, 2016, 3:00 p.m., Madison Avenue Meeting Room

CONTENT OF DISCUSSION

I. CALL TO ORDER

Chair Rung called the meeting of the Economic Development Advisory Board (EDAB) to order at 3:00 p.m., at the Madison Avenue Meeting Room, 500 SW Madison Avenue.

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II. INTRODUCTION OF NEW EDAB MEMBER, DAVID BECKER

Chair Rung welcomed new EDAB member David Becker. Mr. Becker introduced himself and reviewed some of his responsibilities as Dean of the Business, Applied Technology & Industry Division at Linn-Benton Community College.

III. APPROVAL OF MARCH 14, 2016 MINUTES

Mr. Lampton moved to approve the March 14 minutes as presented. Ms. French seconded the motion, and it passed unanimously with Mr. Fowler abstaining.

IV. VISITOR COMMENTS

None.

V. EUGENE AIRPORT – CATHRYN STEPHENS

Cathryn Stephens, Assistant Director of the Eugene Airport (EUG), provided information about the EUG which is owned and operated by the City of Eugene. A total of 37 FTE operate the entire airport with a \$5.8 million total operating budget. The EUG is completely self-sustaining with no General Fund dollars. Capital projects are funded through Federal Airport Improvement Program (AIP) grants, Passenger Facility Funds, State grants, and other Airport funds. The EUG's top priorities are safety, security, to be self-sustaining, excellence in customer service, and to be an active community partner.

Ms. Stephens said the EUG is the second largest transportation driver in Oregon after the Portland Airport (PDX), and it has a significant impact to the regional and state economy. Their catchment area includes a population of 721,000, that goes as far north as Albany and Corvallis. PDX is a great airport and a good "big brother" to EUG but they are also competition, and EUG wants those within their catchment area to use their airport. The EUG currently has five carriers and 10 nonstop routes. United Airlines is bringing back mainline service between Eugene and San Francisco in June. The compromise for having the larger aircraft is that they will reduce from six departures to four departures per day. In November of last year, EUG added nonstop service to San Jose with the help of a grant from the Department of Transportation. The service is performing well and it is anticipated that another flight will be added to the route. The purchase of Virgin American by Alaska Airlines could eventually result in daily service to San Diego. The EUG has had record increases in passengers over the past five years. About 44 percent of people who live within the EUG catchment area are flying out of PDX. The prices are close with an average difference of \$5 in fare, depending on destination and how far ahead tickets are purchased. Discussion followed regarding fares and availability. It was noted that those booking less than three weeks out will pay higher fares and that airlines are counting on business travelers to pay the higher ticket price.

Ms. Stephens reviewed an upcoming Terminal Expansion Project, a \$17 million project to include relocation of the passenger security screening checkpoint, relocation of escalators and stairs to a new landing, construction of a new B-gate passenger lobby, a new police office, new public restrooms, bag claim renovation and expansion, relocation of A-gate elevator, automated exit lane technology, and a restaurant remodel.

In discussion and in response to questions from the Board and audience members, Ms. Stephens provided the following additional information:

- The expansion is expected to meet the needs of the EUG for about 20 years, depending on growth. There is a plan to build a C-gate in the future.

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- The Federal Aviation Administration (FAA) required airfield improvements prior to the construction projects. All commercial service jets can now be served by both runways.
- Delays at the San Francisco Airport (SFO) usually have to do with issues at SFO. For the most part, EUG is able to operate well in low visibility operations unless there are issues with aircraft equipment or pilot training.
- EUG has heard that some people in the Salem area prefer to drive to EUG over PDX due to congestion problems on and near I-205, and EUG is happy to have them. However, EUG keeps their marketing efforts to Albany and south; PDX respects EUG's catchment area and EUG respects theirs.
- Short flights between Corvallis and Eugene are not economically feasible for the airlines.
- An RFP has been issued for a hotel on EUG property on Highway 99. There has been interest and a proposal is expected to come forward from this process.
- EUG's air cargo facility was built in 2011. It houses Alaska Air Cargo, which does a lot with fish, fresh flowers, and mushrooms, and also Fed Ex and UPS. Discussion followed regarding the potential of utilizing EUG for agriculture as an alternative to adding to the congestion at PDX.
- Based on the recent focus and information related to the Cascadia Subduction Zone, there is a lot of consideration about capacity and security if there was a major diversion from PDX. Resiliency in the system will be part of the upcoming master plan process.
- Board members are invited to contact Ms. Stephens if they would like to visit the facility.

VI. WORKFORCE DEVELOPMENT – AMY JAURON

Economic Development Officer Amy Jauron introduced Heather Destart, Director of the Oregon Northwest Workforce Investment Board (NWWIB), and Josefine Fleetwood, Workforce Development Director for the PIPELINE project, housed at the Albany Area Chamber of Commerce.

Ms. Destart reviewed the history and structure of Oregon's nine Local Workforce Investment Boards (LWIBs), and the 2014 legislation which gave a strong push for workforce development to work closely with economic development, higher education and the Department of Human Services. Funds come from the U.S. Department of Labor to each state, and then a pass-through agency distributes funds to the LWIBs. The NWWIB covers Columbia, Clatsop, Tillamook, Lincoln and Benton counties, and is ultimately governed by the Commissioners from each county. The five counties include a lot of diversity as far as employment, trade and demographics. Her responsibility is to make sure that workforce development services take place in each of the counties for both job seekers and the also the business owners who need a skilled work force.

Ms. Destart said the NWWIB is currently undergoing a Request for Proposals process for a contract service provider and they anticipate a new provider being in place by July. There is funding for both adult and dislocated workers, as well as youth funds. Businesses can establish a contract with the service provider and receive funds for on-the-job training activities for a specific employee for an established amount of time. Funds are also available for class room occupational skills training and work readiness assistance, among other things.

In response to questions from the Board, Ms. Destart further explained the on-the-job training assistance program which subsidizes wages for an employee while they are being

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trained in the skillset needed for a particular position. Employers negotiate a contract with the service provider based on each particular case. Intrinsic in the contract is a commitment to retain the employee, barring anything that one would normally be let go for. Discussion followed regarding the programs and potential uses of the funds. Additional information can be found at the following link: www.onwib.org.

Ms. Fleetwood provided information on the Pipeline program which was initiated by Albany area industries that were having difficulty filling open starting and technical positions. Career Technical Education (CTE) classes were not offered or not meeting needs, there were no CTE feeder programs at local high schools or LBCC, and there was a long history of directing students to four-year university degrees. The Workforce Development Task Force was formed with industry leaders (Viper, Selmet, ATI, Oregon Freeze Dry, and Samaritan), as well as LBCC, Linn County, the City of Albany, and the Greater Albany Public Schools (GAPS). An outside agency was hired to put together marketing materials and the Pipeline program was created in 2014. The Chamber has organized industry tours for teachers, counselors, students, and administrators. Industry identified that more than 1,100 skilled employees would be needed in the next five years in seven industries, and that workforce education for specific skills on specific equipment was needed. In response to a request from the employers, the City of Albany granted \$2.8 million economic development funds for LBCC equipment purchases to expand CTE training.

Ms. Fleetwood said the Pipeline program started in Albany but it was quickly determined that it should be regional. She described ongoing programs and future activities, including a Teen Job Fair for which Benton County employers are needed to participate. She reviewed plans to expand the program throughout Linn and Benton Counties, and to expand the training to help introduce students to health care employment opportunities. She showed photos taken at the events and tours, and told stories about some of the success stories. She encouraged Board members to view a three-minute video available on their website. Ms. Jauron will send a link to the video. Brief discussion followed.

VII. COMMUNITY COMMUNICATION/VISION ACTION STEERING COMMITTEE DISCUSSION

Board members were encouraged to take the survey on the City's website by the end of April, if they had not yet done so. Staff agreed to send a link to the survey.

VIII. STRATEGY/BUSINESS ACTIVITY REPORTS

Mr. Nelson referred to the reports in meeting packets and asked EDAB members to contact him with any questions.

IX. OTHER BUSINESS

There was discussion about ways to get the word out about the WIB and Pipeline programs. Benton County Commissioner Anne Schuster reviewed discussions about ways to bring Benton County into the Pipeline program, including the potential of helping to pay for an assistant to the program director. It was agreed to have a follow up at the next meeting.

X. FUTURE AGENDA ITEMS

The next meeting will include a follow up on the Pipeline project.

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Mr. Fowler initiated discussion about the Strategic Plan item related to later stage capital, and the potential for a local event to include Silicon Valley venture capitalists. It was agreed to discuss this further at the next meeting.

XI. ADJOURNMENT

The meeting was adjourned at 5:00 p.m.

XII. NEXT MEETING

The next meeting will be held on, May 9, 2016, 3:00 p.m., at the Madison Avenue Meeting Room.



Community Development
 Planning Division
 501 SW Madison Avenue
 Corvallis, OR 97333

**DRAFT
 CITY OF CORVALLIS
 HISTORIC RESOURCES COMMISSION MINUTES
 SPECIAL MEETING
 MARCH 22, 2016**

Present

Lori Stephens, Chair
 Rosalind Keeney
 Peter Kelly
 Mike Wells
 Kathleen Harris

Staff

Carl Metz, Associate Planner
 Daniel Miller, Deputy City Attorney
 Mark Lindgren, Recorder

Guests

Deb Kadas

Absent/Excused

Kristin Bertilson, Vice Chair
 Cathy Kerr
 Charles Robinson
 Barbara Bull, Council Liaison
 Jim Ridlington, Planning Comm. Liaison

SUMMARY OF DISCUSSION

	Agenda Item	Recommendations
I.	Community Comments	None.
II.	Discussion of Letter From HRC Regarding Sidewalk Wheelchair Ramps Materials	Motion passed 4-1 to approve a reworded letter concerning curb ramps and detectable warning surfaces in residential historic districts.
III.	Other Business/Info Sharing	
IV.	Adjournment	Meeting adjourned at 7:32 p.m.

Attachments to the March 22, 2016 minutes:

- A. Email from Commissioner Kerr, dated 3/18/16.
- B. Detectable Warning information from Deb Kadas, received 3/22/16.
- C. Corvallis Historic Preservation Plan Proposals List.
- D. Historic Preservation Award Nomination Form.

CONTENT OF DISCUSSION

Chair Stephens called the Corvallis Historic Resources Commission to order at 6:31 p.m. in the Corvallis Downtown Fire Station Meeting Room, 400 NW Harrison Blvd.

I. COMMUNITY COMMENTS: None. Chair Stephens said she would also accept public comment during discussion on the draft letter.

II. DISCUSSION OF LETTER FROM HRC REGARDING SIDEWALK WHEELCHAIR RAMP MATERIALS.

Planner Metz highlighted Commissioner Cathy Kerr's distributed email with her comments on the proposed letter. (**Attachment A**) He related that she'd like to see a couple changes reflecting the requirement of integrally colored concrete, saying that hobnail gray brick is an acceptable material, in addition to concrete. She gave examples of these types of brick used on the OSU campus near the Kerr Building.

Chair Stephens said that since email discussion on the draft letter is not allowed, this requires the commission to discuss the issue at a public meeting. She noted that if the HRC's recommendation on the issue does not comply with Code, it will not be accepted.

Commissioner Peter Kelly noted that the letter should read that "*Some* members of the Commission decided to make the following recommendation... on behalf of *some* members of the Commission..", since he didn't agree with the letter. Commissioner Harris asked if he would like to write a minority report; he declined. Planner Metz stated that any Commissioner or resident may provide written testimony as well, in addition to tonight's public process. Commissioners weren't sure if the Commission had previously voted on it; Commissioner Stephens advocated getting an actual numbered vote. Commissioner Wells noted that this was only a recommendation; some Commissioners are missing.

Commissioner Kelly disagreed that the markings should be dark gray, since he's seen a number of situations around Corvallis in which the colors tend to blend over time and after getting dirty, and he wasn't sure that scored concrete provided enough contrast. He wasn't sure of ADA standards, but the overall thrust is to provide a visual distinction of a curb ramp from the surrounding area. He disagreed with the Commission asking the Council to overrule the City Engineers' decision, saying that any recommendations should go to the City Manager, instead; he disagreed with mandating the Council make a decision on color and contrast.

Commissioner Stephens said nothing will be implemented that does not comply with ADA standards. Planner Metz related that he talked with Public Works staff and researched the relevant literature on codes and guidelines. His understanding is that detectable warnings are required with all new or newly constructed street crossings. Detectable warnings are limited to truncated domes; while scored concrete patterns, or changes in surface material (such as exposed aggregate) are not sufficient. Detectable warning is defined as a surface of truncated domes, which have very specific design parameters- distance, width, height, and the surface must contrast visually from surrounding materials (so that it is light-on-dark, or dark-on-light). Those appear to be the only two parameters relating to standards.

Commissioner Harris asked whether that reflected ADA legislation itself. Planner Metz replied that it was ADA accessibility design guidelines- it is not the law. Commissioner Harris said there are multiple choices within ADA design guidelines available while still remaining in compliance with the law. She saw one design with ramps on both sides and a curb in the corner, which is supposed to

work better for the blind. Planner Metz agreed there are a number of arrangements, but all require detectable warnings at the crossing, which are defined as truncated domes. There are many technical memos; implementation of ADA into the right-of-way has evolved over time.

Commissioner Harris understood that the truncated domes were part of the audible warning at intersections as written into the ADA in 1992. Planner Metz said that following 1991, the detectable warning truncated domes design was withdrawn for a decade for further study, then allowed to come back into play. Commissioner Harris asked if a truncated domes product was available constructed of concrete; Planner Metz replied that no material is specified, so concrete was acceptable. Commissioner Harris said the plastic version was slippery and has a finite life. Planner Metz said a number of different materials were available that apparently meet the standard: concrete, composite (a concrete mix with a polymer), plastic, steel, iron; and come in a number of colors (which are a significant part of the light:dark contrast component).

Commissioner Harris said federal sources refer to detectable warning surfaces; truncated domes appear to be a commercial name for it. Commissioner Wells suggested deleting plastic as an option. Commissioner Stephens added that the Commission felt that metal was not desirable, either, and was the most expensive. Commissioner Harris said concrete was the cheapest option. Commissioner Wells noted that price aside, steel was not ugly.

Deb Kadas suggested modifying draft language to “detectable warning surfaces must be dark gray in color”, and to remove the word *scored* in the second bullet point. She said that truncated domes appear to now be an access requirement, which is what the Corvallis City Engineer requires (Albany also requires truncated domes, but Salem does not, instead mandating concrete cross-hatch texture impressions). Her research found that most historic districts use brick red or dark gray brick in a variety of sizes and colors, in concrete or other composite materials. She suggested specifying detectable warning surfaces, as well as color and materials, and to let the Engineers sort out the other details. She submitted a document of background information from the United States Access Board to Planner Metz. (**Attachment B**) She suggested including the concept of visual contrast.

Commissioner Keeney said the color “Federal Yellow” may sometimes be chosen because it sounds more formal, but that’s just a name. Commissioner Kelly cautioned that the brilliance fades over time and the contrast diminishes- that happens to any color. He hadn’t seen any cracking or other deterioration in the detectable warning surfaces already installed in Corvallis.

Commissioner Harris related that the Linn-Benton Chapter of the Blind is meeting Saturday, and she put in a request for their input. Commissioner Stephens said this is just a recommendation; we can replace *must* with the word *should*. Engineering staff will simply take it into consideration, and they have the final decision.

Commissioner Keeney suggested language to the effect that the Commission has reviewed the different kinds of options, and recommend that in Corvallis historic districts, as in other cities, the detectable warning surfaces are commonly a dark gray to contrast with lighter surrounding areas, and that the HRC recommends that in Corvallis residential historic districts they be made of concrete. She said it becomes a recommendation based on the Commission reviewing the issue. The Code says the color doesn’t have to be yellow, black or red- it simply must have high contrast. To be compatible in a historic district, it needs to be dark gray or black on a light concrete base.

Commissioner Wells said including the Chapter 2.9.100.04.b reference helps. Deb Kadas suggested inserting a sentence that the OSU Historic District would be exempt; Commissioner Stephens replied that the draft language already specifies residential. Commissioner Keeney said it should remain as crafted in this regard.

Chair Stephens summarized that we've reviewed color and materials. Commissioner Keeney said it just has to be high contrast. Commissioner Harris related that she'd read about needing a 20-30% contrast; while the language doesn't have to be that specific, the overall concept is that it doesn't have to be black and white. Commissioner Keeney suggested language to the effect that the Commission is not coming to this recommended option not because it's pretty, but the Code allows the option that the Commission was recommending after the issue was brought to its attention. Commissioner Harris suggested referencing the State Historic Preservation Office's role and that federal and state laws allow flexibility in applying laws to historic districts.

Commissioner Keeney cited the US Access Board's Detectable Warnings: Synthesis of U.S. and International Practice, section 705.1.3- "Contrast: Detectable Warning Surfaces shall contrast visually with adjacent walking surfaces either light-on-dark, or dark-on-light".

Commissioner Stephens wordsmithed "Detectable warning surfaces shall contrast visually with adjacent walking surfaces, either light-on-dark, or dark-on-light". Commissioner Kenney suggested a following sentence "The materials used for providing contrast shall be an integral part of the walking surface". Commissioner Stephens wordsmithed "Based on this information, the HRC recommends the following for Corvallis residential historic districts: that access curbs be made of detectable warning surfaces and be dark gray in color, contrasting with lighter color". Commissioner Stephens asked about specifying concrete material.

Commissioner Wells said some detectable warning surfaces are part concrete, part polymers. Planner Metz agreed that some materials are a composite; some composites look like concrete. Commissioner Keeney objected to use of plastic. Planner Metz cautioned that materials and the jargon associated with them changes over time. He said truncated domes started to be incorporated in City projects around 2002, with a few possibly earlier.

Commissioner Harris noted that a Madison Avenue Task Force member recently highlighted an exception made to the plastic materials currently specified by the City, and felt it indicated a flexibility to work with the Commission. Ms. Kadas believed the reference was to a project at Madison Avenue and Jefferson. She advocated use of dark gray truncated domes. Planner Metz noted that there are quality differences even among different plastics; he highlighted the use of dark gray panels for plastic curb ramps exhibiting a good foot grip used by the City of Albany.

Commissioner Stephens read out "At the Historic Resources Commission meeting of Tuesday, March 9, 2016, the subject of detectable warnings at curb ramps in residential historic districts was discussed. We reviewed the current United States Access Board (USAB) synthesis of US and international practice. Under USAB's 705.1.3 Contrast- "Detectable Warning Surfaces shall contrast visually with adjacent walking surfaces- either light-on-dark or dark-on light. The material used to provide contrast shall be an integral part of the walking surface". Based on this information, the Commission, with one member disagreeing, recommends the following for Corvallis residential historic districts: Detectable warning surfaces be dark gray in color against contrasting lighter color; and that detectable warning surfaces be of concrete".

Commissioner Stephens noted that she changed the following sentence's example highlighting Salem's Landmarks Commission, which ruled that only dark gray concrete be approved for its historic districts. Further wordsmithing resulted in: "Aside from the observation that *some* existing detectable warning surfaces have cracked, causing trip hazard, are slick when wet, and do not fit the City's Sustainability Goals, we believe that they are not compatible with the historic districts".

Commissioner Keeney moved to approve the reworded letter concerning curb ramps and detectable warning surfaces in residential historic districts; Commissioner Harris seconded. Motion passed 4-1, with Commissioner Kelly opposing.

Commissioner Stephens will forward the final language on to Planner Metz. He said that he anticipated Council consideration of the letter at its second meeting in April.

IV. OTHER BUSINESS/INFORMATION SHARING.

Chair Stephens said there is now an opening on the Commission, since former Commissioner Hand moved out of the City and was no longer eligible to serve, and had to resign.

Planner Metz reported that the Historic Preservation Plan RFP closed Monday and five proposals were received. He distributed a list of vendors who submitted proposals. **(Attachment C)** A team to review proposals will start next week. The team will include Commissioners Keeney, Stephens, and Bertilson, along with staff including himself, Planning Manager Young and Community Development Director Kent Weiss. He noted the proposals were not public documents.

Historic Preservation Month is in May and the calendar is being finalized. He reminded the Commission that award nominations are due by April 1st and distributed copies of the nomination form. **(Attachment D)** An Awards ceremony is scheduled for May 19 at the Depot Suites, with a tour starting at 5 p.m. followed by a ceremony at 6 p.m. Awards nominations are due by April 1, 2016.

He reminded Commissioner Keeney that she must re-up in order to continue serving next year.

V. ADJOURNMENT: The meeting was adjourned at 7:32 p.m.

Metz, Carl

From: Cathy Kerr [cathy@spiraldesignelements.com]
Sent: Friday, March 18, 2016 2:40 PM
To: Metz, Carl; Ward 4; 'Charles Robinson'; 'Eric Hand'; 'Jim Ridlington'; 'Kathleen Harris'; 'Kristin Bertilson'; 'Lori Stephens'; 'Mike Wells'; 'Peter Kelly'; 'Rosalind Keeney'
Subject: RE: Reference material for the HRC

I would like to see the wording changed to reflect 2 things:

Integrally colored concrete

And

Hobnail dark grey brick is acceptable material as well as concrete. Look at its use at OSU by the Kerr building – very nice product and fitting with the historic district.

Thanks for the work Lori!

Cathy Kerr
Spiral Design ELEMENTS

From: Metz, Carl [mailto:Carl.Metz@corvallisoregon.gov]
Sent: Tuesday, March 15, 2016 2:28 PM
To: Ward 4 <ward4@council.corvallisoregon.gov>; Cathy Kerr (cathy@spiraldesignelements.com) <cathy@spiraldesignelements.com>; Charles Robinson <charles.evard.robinson@gmail.com>; Eric Hand <erichand@mac.com>; Jim Ridlington <jim.ridlington@comcast.net>; Kathleen Harris <harris97381@icloud.com>; Kristin Bertilson <getorganized@queenbororganizing.com>; Lori Stephens <info@broadleafarchitecture.com>; Mike Wells <2mikewells@gmail.com>; Peter Kelly <peterandsharonkelly@comcast.net>; Rosalind Keeney <rozkeeney@comcast.net>
Subject: FW: Reference material for the HRC

At Deb's request, please find her email below.

- Carl

From: Deb Kadas [mailto:debkadas@gmail.com]
Sent: Thursday, March 10, 2016 12:07 PM
To: Metz, Carl
Subject: Reference material for the HRC

Good Morning, Carl,

Could you please forward this e-mail to all members of the HRC?

1. I would like to request that the HRC send their letter of opinion to City Council, and not just Public Works.
2. Here is the information used to support my comments at the March 8, 2016 HRC meeting (specifically in my bulleted 10 points) regarding federal mandates.

United States Access Board
www.access-board.gov

- Detectable Warnings: Synthesis of U. S. and International Practice.
ADAAG Specifies:

705 Detectable Warnings

705.1 General. Detectable Warnings shall consist of a surface of truncated domes and shall comply with 705.

705.1.1 Dome Size. Truncated domes in a detectable warning surface shall have a base diameter of 0.9 inch (23 mm) minimum and 1.4 inch (36 mm) maximum, a top diameter of 50 percent of the base diameter minimum to 65 percent of the base diameter maximum, and a height of 0.2 inch (5.1 mm).

705.1.2 Dome Spacing. Truncated domes in a detectable warning surface shall have a center-to-center spacing of 1.6 inches (41 mm) minimum and 2.4 inches (61 mm) maximum, and a base-to-base spacing of 0.65 inch (17mm) minimum, measured between the most adjacent domes on a square grid.

705.1.3 Contrast. Detectable Warning Surfaces shall contrast visually with adjacent walking surfaces either light-on-dark, or dark-on-light.

The material used to provide contrast shall be an integral part of the walking surface. Detectable warnings used on interior surfaces shall differ from adjoining walking surfaces in resiliency or sound-on-cane contact.
ADAAG 4.29.2

Please confirm that you received this and were able to forward to the commissioners. Thank you!

Deb Kadas

Disclaimer: This e-mail message may be a public record of the City of Corvallis. The contents may be subject to public disclosure under Oregon Public Records Law and subject to the State of Oregon Records Retention Schedules. (OAR:166.200.0200-405)

Rec'd @ HRC mtg
 Date 3/22/16
 City of Corvallis

United States Access Board
www.access-board.gov

Detectable Warnings: Synthesis of U. S. and International Practice.

ADAAG Specifies:

705 Detectable Warnings

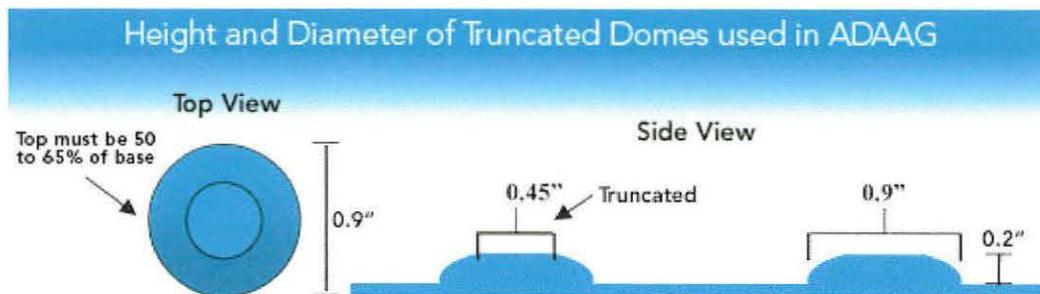
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The material used to provide contrast shall be an integral part of the walking surface. Detectable warnings used on interior surfaces shall differ from adjoining walking surfaces in resiliency or sound-on-cane contact. ADAAG 4.29.2



Corvallis Historic Preservation Plan RFP

Notice of Candidates Who Submitted Proposals

March 21, 2016

- Architectural Resources Group
111 SW Fifth Ave., 24th Fl.
Portland, OR 97204
- BDS Planning and Urban Design
1932 First Ave., Ste 500
Seattle, WA 98101
- The Lakota Group
116 West Illinois St., 7th Fl.
Chicago, IL 60654
- Logan Simpson
760 SW Madison Ave., Ste 11A
Corvallis, OR 97333
- Winter and Company
1265 Yellow Pine Ave.
Boulder, CO 80304

Corvallis Historic Preservation Award Nomination Form

Each May, the Corvallis Historic Resources Commission present Historic Preservation Awards to individuals and groups that demonstrate excellence in and commitment to the principles of historic preservation.

If you would like to nominate a person or persons for a Historic Preservation Award, please fill out this form and return it to Planning Division staff no later than April 1st. Additional documents such as news articles or photographs are also helpful and should be included with your nomination. You may still nominate someone if you do not have all of the information requested below, and staff will try their best to fill in the gaps. At the very least, you should identify the project and/or individuals you wish to nominate and include a brief description of why you believe they should receive an award.

Please return this form to the Planning Division in one of the following ways:

- Email: planning@corvallisoregon.gov
- In Person: 501 SW Madison Ave.
- Mail: PO Box 1083, Corvallis, OR, 97339-1083

Contact the Planning Division with any questions at 541-766-6908 or planning@corvallisoregon.gov

Your Information

Name:

Contact:

Nominee Information

Name(s):

Contact(s):

Project/Building:

Why they should receive an award:



**KING LEGACY ADVISORY BOARD
DRAFT MINUTES
4/26/16**

Present

Jasper Smith
Megha Shyam
Kerstin Colón
Gabriel Merrell
Amber Moody
Chris Lenn
Barbara Bull – Council liaison

Absent

Marcianne Rivero Koetje
Joseph Orosco
Alyssa Faye Campbell
Frederick Edwards

Staff

Carrie Mullens
Mary Beth Altmann Hughes

Visitors

Faith Reidenbach

SUMMARY OF DISCUSSION

Agenda Item	Action Recommendation
I. Approve Minutes	Approved February and March minutes.
II. City Staff	Mary Beth and Carrie announced the city will begin recording KLAB meetings and recorded the meeting. They explained timelines and expectations for annual reporting. Barbara Bull updated on developments with CIDAB and potential intersections with KLAB.
III. Next Year’s Holiday Celebration	Leticia Nieto is available, but Majestic is not available on 1/16/17. 1/23 and 1/24 are available. We will try to line up dates for speaker and venue.
IV. Community Requests	KLAB recommended approval of \$1000 for NAACP to support the annual Juneteenth celebration of the end of slavery. Also recommended approval of \$500 to Home Life Inc. to co-sponsor the Sprout Film Festival for people with intellectual and developmental disabilities. Faith Reidenbach presented an opportunity through SURJ to have study and action groups around Michelle Alexander’s the New Jim Crow which was the topic of our annual King Holiday celebration. Recommended approval of buying 50 study guides and 50 action guides at the cost of \$5 each and a total of \$500.

V. Follow up Event	We agreed to do a follow up event to the January presentation that would give more time for community discussion. We will hold something at the library in June where we will show a TED talk and introduce the study and action groups and guides around the New Jim Crow and we will host an on-going group with an invitation to the public. We will also look into having book bags for the book groups at the library.
VI. Meeting time change	We discussed a change in meeting time to accommodate a member who cannot make Tuesdays for a while. We agreed to meet 5/19 and to have the mayor, Biff Traber, and Penny York come to brief us on ideas for KLAB and CIDAB and updates on 2040 vision.
VII. Announcements	Juneteeth 6/18 1-4 pm Avery Park Thompson Shelter. Walidah Imarisha Alternatives to Incarceration LBCC 5/5 12-1:30. White Fragility Robin D'Angelo 5/9 2 pm LBCC. Eugenics and Scientific Racism OSU 5/3 7:30 pm.

LIBRARY ADVISORY BOARD MINUTES February 3, 2016

Board Present

Jennifer Alexander, Vice-Chair
 Mike Beilstein
 Katherine Bremser
 Karen Clevering
 Scott Elmshaeuser
 Cheryl Maze
 Steve Stephenson
 Norah Storniolo

Staff Present

Carolyn Rawles, Library Director
 Andrew Cherbas, Extensions and Technology Mgr.
 Rachel Denué, Senior Administrative Specialist
 Shaun Hearn, Circulation Supervisor
 Carol Klamkin, Library Administrative Services Mgr.
 Kristin Starnes, Adult & Youth AIC
 Felicia Uhden, Access Services Manager

Absent/Excused:

Jacque Schreck, Chair
 Diane Cygan
 Eric Dickey
 Paula Krane
 Anne Schuster

Visitors:

Penny York, Ward 1 City Councilor

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Action
Call to Order	7:30 pm	
Community Comments	X	
Penny York, Ward 1 City Councilor – Vision Action Plan	X	
Minutes: January 14, 2016		Approved.
Library Advisory Board Packet	X	
Strategic Plan Discussion - Goals	X	
Director's Report	X	
Division Manager Reports	X	
Board Reports ♦Friends of the Library Board ♦Foundation Board	X X	
Information Sharing	X	
Adjournment	8:47 pm	

CONTENT OF DISCUSSION

I. CALL TO ORDER

The meeting was called to order by Vice-Chair, Jennifer Alexander at 7:30 pm. Went around the room with introductions.

II. COMMUNITY COMMENTS

Penny York commented that she really enjoys storytime at our library with her great granddaughter.

III. PENNY YORK, WARD 1 CITY COUNCILOR – VISION AND ACTION PLAN

Penny stated that she would like to discuss what we as a community will be working on in the next year and encourage everyone to participate. They have several goals, one being to develop a new Vision and Action Plan 2040 for the City of Corvallis. Penny stated that the 2020 Vision Statement is mainly for land use plans, but does include the Library. The new plan will be a starting point for an action plan for the community and how to implement it. It will have projects to track and things for the community to be working on. She commented that she sees that the Library is working on updating their Strategic Plan and asked them to think about what they are working on, as it could become a project in the Action Plan and give more opportunities for support and partnerships.

Penny handed out two items: 1) a Memo regarding Focus Areas, and 2) the 1.2.2 Our Planned Approach. She commented that they are working on figuring out how to track projects and how to gauge if they actually made an impact on the community. The information in the Memo is a draft of the focus areas of the 2040 plan. These areas are formed differently than before, they are based on 25 interviews consultants have conducted in the community, their work in other communities, what draws people in, and comments from the Steering Committee and the community. You will have opportunities to get your ideas into the Vision Statement itself by community workshops, surveys on the City's website, and participating. Mike Beilstein stated that, so far, they have received 23 applicants for the Steering Committee. Penny added that the commitment for the committee is only until the end of the year.

Cheryl Maze asked Penny if she could go over the handouts a little. Penny reviewed the phases on the 1.2.2 Our Planned Approach handout and explained that the Council has really been working at expanding networks in the community. Consultants worked hard at finding the best networks and groups in Corvallis. Penny encouraged everyone that if they have a group they feel might not get reached very easily, please contact her and she will pass it on to the consultant.

Penny reported that they are currently in Phase 2 – Vision Refinement, which is building the Vision Statement and working on community engagement. The timeline is to get this brought to the Council in November and completed in December before the current members change. They want to be able to finish the plan, adopt it, and next year they will focus more on implementation and community work to make sure the vision really happens.

IV. APPROVAL OF MINUTES

Motion: Steve Stephenson moved to approve the January 14, 2016 meeting minutes. Seconded by Cheryl and the motion carried.

V. LIBRARY ADVISORY BOARD PACKET QUESTIONS & COMMENTS

Karen Clevering asked when the board packet is sent out to everyone. Rachel Denué replied that it is sent out via email the Friday before the meeting.

Jennifer asked Carolyn Rawles to clarify the definition of AIC. Carolyn replied that AIC means "Acting In Capacity" and that is what Kristin Starnes is doing at this time. She is AIC for the Adult and Youth Services Manager. Since there was not a successful recruitment for Mary Finnegan's position, there will be library staff "Acting In Capacity" until new recruitment is completed.

Jennifer stated that she had a good time at the Sip & Spell and it was a great turnout. She hopes to see more about the event in the next packet.

Katherine Bremser asked about Bonnie Brzozowski's webinar and what she had learned. Carolyn replied that she doesn't personally know much about it, but she will ask Bonnie and report back to Katherine.

Katherine asked if anyone was going to discuss the article in the paper about City budget cuts. Carolyn replied that yes, she will be discussing the budget during her report.

Scott Elmshaeuser asked if Theodore Gregg, whose obituary was included in the packet, was involved in the library and if so, how. Carol replied that he was involved with the Philomath Library. Steve added that he was strongly involved in getting it built.

VI. STRATEGIC PLAN DISCUSSION – GOALS AND OBJECTIVES

Carolyn reviewed the updated Goals and Objectives. She commented that she included dates in all the objectives that didn't previously include one and also added a few good suggestions that Karen had made to target increasing access to the library for all people.

1.0 Community Catalyst

1.1.1 – Carolyn updated to include that at least one collaboration or partnership should focus on increasing usage of the library by an underserved population.

1.2.2 – Katherine asked if we should add something about making building modifications to this objective. Carolyn replied that is included in the 3.4.1. objective.

Katherine asked if she remembered correctly of a past discussion about potential money to hire a consultant for a marketing plan in the 2016-2017 fiscal year. Carolyn replied that she didn't believe that was what was discussed, as they have not included money in the budget for that. They will need to hire a consultant, but will potentially use gift money for that.

Steve asked in regards to a building consultant, are we talking about a consultant for all of the facilities or just the main location. Carolyn replied that the Board will need to decide what scope they want on that and ask if we are just looking at what to do with this building or what our overall facility needs are. Her idea was that it would be for just the main building. Steve agreed and thought maybe that should be clarified for the future. Katherine also agreed that it should be clarified so it is easier to read. Carolyn replied that she would make the change to state the Corvallis Library.

2.0 Equitable Access

2.3.2 – Carolyn updated to include that at least one project and/or program emphasizes increasing usage by underserved groups.

3.0 Infrastructure/Facilities

3.1.3 – Jennifer suggested adding 3.1.3 to the last bullet point. Katherine agreed and suggested adding the number for that into the timeline as well.

3.2.1 & 3.2.2 – Katherine stated she is curious how these two things relate to one another. Carolyn replied that the Library Management Team's training plan will mesh with the staff's plan. We want the staff's training plans to coincide and it needs to be within the context of the overall plan. There are staff that fall between cracks on training sometimes and this will help focus on catching that. Steve asked if that training is focused on just technology. Carolyn replied that no, it is any type of training, so broader than just technology. Katherine asked if it'd make sense to add in the context of the library's plan for staff to agree on. Carolyn replied that they could, but she doesn't feel it is necessary to go to that level of specificity. Staff will work with their supervisors to discuss what trainings are needed. Steve agreed.

3.4 - Katherine suggested maybe adding something about sustainability. Carolyn replied that these are mostly related to public service, because our role is to collaborate with building owners and we want to make sure we can provide our services through them. The City's sustainability goals are not county-wide and we are not responsible for those things at the branches outside of the City of Corvallis. It isn't something we could necessarily change if they don't want to follow the City's sustainability goals. Katherine replied that she understands, but the other piece is that Anne Schuster is really strong on sustainability, from a commissioner perspective it may be viewed important. Carolyn replied that the county doesn't own those buildings. We want to make sure they are safe and can be used in different ways. We can add sustainable if the group wants to. Jennifer asked what collaboration is needed to make sure the building is modern and able to provide services. Carolyn replied that the old Alsea library was in a small old building that used to be a bank that became infested with mold. We had taken the lead on moving the community to assess what the needs were. It is up to the community to accomplish that, but we can help get it started. Steve asked Katherine if she had a suggestion on wording for that. Katherine suggested just adding another word – meet user needs and are modern, safe, versatile, sustainable, and welcoming. Carolyn replied that adding sustainable should work. Steve agreed and stated that he feels sustainable doesn't mean much more than the other words in the sentence and that it would show we are recommending sustainability. Mike stated that to operate efficiently, he feels the existing language covers the same thing, he's not sure if it is needed to add sustainable. Karen asked if we are adding a new term, do we need to add a new bullet point to address that term. Carolyn replied that she doesn't believe they need to add a bullet point, as currently there are not points for each term.

4.0 Support for Learning and Personal Enrichment

4.1.3 – Katherine stated that she understands that it doesn't necessarily fit and apply, but it just struck her while reading it. With patrons being surveyed on their satisfaction of library materials, she wants to add materials and services. Carolyn replied that it is a specific goal related to the collection not materials and services. Jennifer added that it talks about programs down in 4.3. Carolyn added that we can always add surveys as we go. Scott added that in 4.3 it mentions programs. Carolyn stated we could add a general patron survey, but the surveys mentioned are very specific. Katherine realized that there is another survey in the goals, so it seems it is already covered.

4.2.1 & 4.2.3 – Karen stated that a difference between 4.2.1 and 4.2.3 is that one is about promoting community and being an advocate and the other promotes library services and taking on the leadership goal. When reworking them, maybe draw those out to make the differences more evident.

4.2.2 – Katherine stated that she understands that Carolyn was given guidance to put things in a timeline, but in the case of this objective she doesn't see how there can be a deadline. Carolyn replied that yes, she agrees, and the date she included is to be a deadline to make sure staff comes up with something by the date listed. Scott added that he sees this as more of a tool to make sure it gets done. Carolyn replied that yes that is exactly what it was for. Cheryl stated that she thinks it is good to have the date and timelines.

Carolyn went over the changes discussed and stated that she will make those changes and bring the updated draft to the next meeting. Katherine asked if they need to discuss the timeline, as she has some questions. She is curious with 2017 September and November, do they relate to two different numbers, as they seem like the same thing. Carolyn replied that they are two different objectives; 4.2.1 is more to use traditional means of publicity as opposed to marketing. They could blend them into one objective if it would be better. Katherine suggested just fine tuning wording on the September, but why give yourself two different deadlines if you don't need to. Carolyn replied that if it is not clear, staff will need to look at it and reword it as needed. Steve stated that you want pieces of it, you can't do it all at once or it makes it a meaningless goal. You have to pick it apart to things we can describe understand and achieve.

Steve stated that he thinks annually and biennial are good to have in the timeline. Katherine stated that one thing she did for herself and may be good to do for the Board, is to pick out the objectives that belong to the Board and those that Library staff will report on. She was thinking that this could potentially be added to their Board calendar. Carolyn agreed and stated that she will add it.

Katherine asked if updating the policy is included in the 2016 fines and fees. Carolyn replied that yes, it includes updating our circulation policy. Steve asked how much money it costs to take in the fines revenue and manage it, and wonders if it is about the same as we receive. Mike added that fines are an incentive, by just knowing they are there. Steve added that you can manage systems without having penalties.

Jennifer asked what the final steps will be for approving the goals and objectives. Carolyn replied that she needs to write some background information and then it will need to be adopted by the City Council. Carolyn asked if anyone has any edits, please let her know by the 15th of this month so she can update everything and have a final draft for review at the next meeting.

Katherine commented that she was impressed with the minutes and how they were clear as to what was discussed at the last meeting.

VII. DIRECTOR'S REPORT

Carolyn reported that Carol Klamkin will be retiring in April and she is extra sad, as Carol is the last manager still here from when Carolyn started. Carolyn stated that Carol is very good at what she does and she has taken on a lot over the years, doing a ton of what makes our Library operate so well. There are a lot of details to keep this place moving smoothly and Carol does all of those things, as well as supervising the administrative staff. Carolyn wishes Carol wasn't retiring, but wishes her the best. Carol commented that one of her retirement goals is to spend more time at the Library so she hopes to see everyone around.

They are recruiting again to fill Mary Finnegan's Adult and Youth Services Library Division Manager position.

Carolyn and Andrew Cherbas met with the City of Philomath and discussed the library building there.

The preliminary budget numbers have been announced and the Library seems to be in a status quo position. The City announced position cuts and most are related to administrative work in City Hall, with the positions being non-union exempt positions. There have not yet been any AFSCME positions cut, nor any Library staff. The City Manager is hoping to cut one million dollars without impacting services to the public. Of the positions reported being cut, two of the people will be laid off and one person is retiring. The City Manager is going to meet with all departments in early March and go over budgets in detail. He really wants to understand all departments' budgets and services. After that, she will be able to discuss details about the budget.

Steve asked if the library is OK staffing wise this coming year. Carolyn replied that the City does plan on making cuts, but as to when or whom, she doesn't know yet. It is possible the Library may lose staff if they leave for some reason, regardless of her say.

They had a great in-service last week. It was a fun day and they learned a lot. She thanked the committee for all their hard work.

VIII. DIVISION MANAGER REPORTS

Extension Services: Andrew reported that all of the reviews he received back from in-service were good. He reported that Carolyn reviewed the entire Strategic Plan at in-service and everyone was very thankful for that. It was a little bit of an awkward day at the start, as the City Manager's email regarding

budget cuts was sent the evening before and the City Manager was on the agenda for first thing the next morning. That being said, Library staff handled the situation very professionally.

Andrew announced that the Monroe Library launched a Mini Maker program and it was very successful. He added that the Maker program is definitely growing and they met again to figure out how to continue to keep up with its growth. They are discussing doing a more focused program option, that wouldn't start until fall.

Circulation: Shaun Hearn reported that the new subs and new staff are doing well. The carpet replacement didn't go as planned, but ended up turning out well. There was also painting done.

Administration: Carol reported that she is working on the budget and administrative staff is doing a few more online demos on meeting room reservations systems. The ultimate goal is to make it easier for staff to reserve rooms and events and for the public to see if rooms are available and go online to request reserving rooms.

She thanked Carolyn for her kind words and added her personal thanks to the staff here.

Technical Services: Felicia Uhden reported that she has been having further discussion with finance in regards to the H T E and TLC reconciliation. The process is complicated and she had her first lesson this month on how to run the reconciliation.

Adult & Youth Services: Kristin Starnes stated that there were 143 participants for the Stuffed Animal Sleepover program.

One of their department goals is to reach out to schools this year. Kristy Kemper Hodge from the Youth department has a great partnership with Cheldelin School and they started a book club that has gone great so far. They also had a book swap and they have been asked to return for other events.

Sip and Spell was fantastic with 650 people attending and it bringing in about \$1,000 over costs.

Cheryl congratulated Norah Storniolo on her Future First Citizen award. She added that Jacque Schreck has also received that award in the past.

IX. BOARD REPORTS

Friends of the Library – Carolyn agreed that the Sip and Spell event was a fun evening and as Kristin reported the turnout was great. The Book Sale is going to be the third weekend this month at the Benton County Fairgrounds.

Library Foundation – Steve reported that the Foundation will be meeting at the end of this month.

X. INFORMATION SHARING – None.

XI. ADJOURNMENT

The next meeting will be on March 2, 2016 at 7:30 pm. The meeting was adjourned at 8:47 pm.

LIBRARY ADVISORY BOARD MINUTES March 2, 2016

Board Present

Jacque Schreck, Chair
Jennifer Alexander, Vice-Chair
Mike Beilstein
Katherine Bremser
Paula Krane
Cheryl Maze
Anne Schuster
Steve Stephenson
Norah Storniolo

Staff Present

Carolyn Rawles, Library Director
Shasta Barnes, Circulation Supervisor
Bonnie Brzozowski, Adult & Youth AIC
Andrew Cherbas, Extensions and Technology Mgr.
Rachel Denué, Senior Administrative Specialist
Shaun Hearn, Circulation Supervisor
Carol Klamkin, Library Admin Services Mgr.
Felicia Uhden, Access Services Manager

Absent/Excused:

Karen Clevering
Scott Elmshaeuser
Diane Cygan
Eric Dickey

Visitors:

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Action
Call to Order	7:31 pm	
Community Comments	X	
Minutes: February 3, 2016		Approved.
Library Advisory Board Packet	X	
Strategic Plan Discussion – Goals & Objectives	X	
Director's Report / Budget Discussion	X	
Division Manager Reports	X	
Board Reports		
♦Friends of the Library Board	X	
♦Foundation Board	X	
Information Sharing	X	
Adjournment	9:02 pm	

CONTENT OF DISCUSSION

I. CALL TO ORDER

The meeting was called to order by Chair, Jacque Schreck at 7:31 pm. Went around the room with introductions.

II. COMMUNITY COMMENTS

None.

III. APPROVAL OF MINUTES

Motion: Cheryl Maze moved to approve the February 3, 2016 meeting minutes. Seconded by Steve Stephenson and the motion carried.

IV. LIBRARY ADVISORY BOARD PACKET QUESTIONS & COMMENTS

Katherine Bremser asked for more information in regards to the meeting room scheduling software mentioned in the staff report. She's curious if other departments in the City are looking at new software as well. Carolyn replied that the library's software is specific to the library, as it not only reserves rooms, but also schedules events.

Steve asked if there would be discussion on the budget article in the packet, as he has a non-library question in regards to the budget breakout for the MIS department and personnel. Carolyn replied that right now the City's MIS department is included in the Finance department. The City Manager is proposing creating a separate department for MIS, with its own Director. Steve asked if that's what is happening in Human Resources as well. Carolyn replied that yes, the plan is to create a Director position in the City Manager's Office as well. That position will manage a centralized administrative pool in City Hall that they will configure. Steve asked what the fiscal impact for that will be. Carolyn replied that she is not sure. Mike Beilstein added that what is represented in the Gazette-Times article is really all he knows. The City Manger is confident he can squeeze one million dollars out of the City's budget. They have already announced two layoffs and one retirement that won't be replaced. Carolyn added that she would get into more detail of the budget in her discussion.

V. STRATEGIC PLAN DISCUSSION – GOALS AND OBJECTIVES

Jacque stated that the updated Goals and Objectives, as well as the updated Timeline were emailed out to everyone. Carolyn handed out the most current version of those items. Carolyn reported that the only change she made was under 3.4 – clarifying that the building consultant was just for Corvallis.

1.0 Community Catalyst

1.1.1. – Jacque asked to add "LMT" to reference Library Management Team after it is mentioned.

Jacque stated that it will be good to have this in place when the future budget conversations start happening. She feels that the Board and Library staff has worked everything out and the timeline is doable. It is thoughtfully gone through and created. She thanked the Board and the Library staff for working so hard on this and to save the City a consultant fee. The result is a plan that is us, not another state. It was a lot of extra work, and the Board is very thankful for that.

Anne Schuster asked if it is typical for Library staff to go through a plan like this. Carolyn replied that last time they primarily used a consultant and the plan ended up being more of a boilerplate plan. Several different ways have been used to create previous plans. Carolyn stated that the current plan will be in a more formal format for the Council than the two pages the Board and Library Staff have created. Anne asked Library staff if it got staff more invested in the plan since they were involved. Andrew Cherbas replied that yes, he believes so, but he also feels that this is an important part of their job.

Mike added that the nature of this Strategic Plan fits into the Council's goals. It is measurable and he is not sure about the process, but it should somehow be included in the new Vision Action 2040 Plan the Council is creating. He encourages everyone to participate in the upcoming public forums for the Vision Action Plan. Carolyn added that it is a very inspiring process to be involved in. Mike stated that he feels the Strategic Plan should come to the Council as a report and it will be adopted or accepted.

Katherine added to Jacque's thank you to the Board and Library staff for continually reworking things in the Strategic Plan to make them read smoothly and fit well. It feels good to her to be clear and feels that they can accomplish the goals they have set. She feels really good at where they are to date.

Paula Krane moved to approve the Goals and Objectives and the Timeline as presented and distributed. Seconded by Jennifer Alexander and motion carried.

VI. DIRECTOR'S REPORT / BUDGET DISCUSSION

Carolyn reported that there is a greeting card going around for Curtis Kiefer to congratulate him for receiving the Walt Morey Young Readers Literary Legacy Award from Literary Arts. It is quite an honor to receive this award, and she is very proud of him. She stated that this is an Oregon-wide award and she believes he is only the second Oregon librarian to win it.

Carolyn stated that they are looking at statistics and other logistical things related to usage. At some point they will be bringing some information to the Board. One thing they will start counting for statistics is outreach contacts, which they will count as visits.

Carolyn commented that she believes that Finance has resolved all of their issues with collection and fines and the collection agency. In compromise with Finance, the Library will be changing the threshold for sending an account to collections from \$50 to \$40. We will also be changing the collection fee to \$9.45 from \$10.00 to be in accordance with the law. After this process, she feels it has been a good exercise for Finance to understand how the Library operates and how our fines work.

New drinking fountains with water bottle fillers have been installed.

Next week they will be conducting phone interviews for the Library Division Manager position. They will be interviewing six people from the 11 applications they have received. She believes there are some good candidates.

The City is working on the Vision Action Plan 2040 and management staff attended a workshop with the consultants. They will be having workshops at various locations over the next few weeks. It is a good process; Jacque is on the Steering Committee for it. She encourages everyone to attend and help shape the future of our community. Jacque stated that the steering committee is divided into different segments. At each one of the workshops there are two themes that go along with how the bigger group is divided up. So each workshop will be different. Jacque's first impression is that it is a very diverse group of people with a lot of expertise and varying ages. She believes the consultant they have hired, is really good. She believes that it will be worth your while if you choose to attend. Norah Storniolo stated that she has mentioned the workshops to a few of her friends and they are going to try to attend the second workshop. She stated that she will make an announcement in her Government and Leadership classes as well.

Budget – Over the last few months the City Manager has been meeting with the department Directors to review the budget. There are a few big challenges coming up, one being PERS, and the City's need to build reserves to cover those challenges. Fortunately revenues are increasing – they have figured out how to put aside money for PERS, at least the first round of increases. The City Manager announced in January that he intends to cut one million dollars from City budget over the next two years without any impact to City services. She doesn't know exactly what his plan is on how to accomplish that, but it will be revealed as time goes on. He has opted to cut Carol Klamkin's Library Administrative Services Manager position, since she is retiring.

The Library submitted a budget for the 2016-17 FY at \$6,458,910, an increase of \$124,460 from the 2016-15 FY, but \$203,010 under the original target amount. Library District and Levy revenue increases have been estimated at \$124,570.

The 2016-17 FY budget includes several items from the Strategic Plan, including the following:

- Money for marketing plan,
- Collection analysis,
- Completing maker room, and
- Furniture and shelving

She has given proposals to the City Manager, and she and Carol will meet with him and the Finance Director Friday to go through the budget in detail. The proposals to get closer to the target budget include the following:

1. Reinstate Administrative Services Manager (Step 1, salary and benefits) - \$106,000
2. School outreach (increase FTE of Librarian and Courier) - \$27,500
3. Add .25 FTE to a soon to be vacant .25 FTE Library Specialist II to equal .5 FTE - \$20,800
4. Increase number of added copies of popular materials - \$25,000

If the Library loses Carol's position, all business type tasks will fall to other Division Managers at a higher cost. This will impact departmental efficiencies as the tasks will no longer be centralized and will be performed by staff not trained in this area. This is the number one priority, to keep the Administrative Services Manager position.

They have requested the budget increase outreach to schools and increase courier time to deliver items to schools. Anne asked if public schools have Librarians. Carolyn replied that no, there is one Librarian for the entire district. Right now our Librarians visit schools, coordinate summer reading and work with teachers. They will work directly with teachers who have collections in their classrooms. This would be a way for the Library to make it more uniform and take books to the classrooms. Anne asked if the Library would go to all schools. Carolyn replied that they haven't gotten that detailed yet.

She is requesting adding .25 FTE to the Library Specialist II position in the Circulation department, so it would be a .5 FTE position.

The last proposal is to increase the number of copies of materials to decrease waiting time for patrons.

Carolyn stated that all of this is what has been proposed to the City Manager and he will not make any decisions until meeting with all departments. The Library would not be losing any dedicated revenue, but we wouldn't get an increase in general funds.

Steve stated that he likes this proposed budget a lot. He used to work at the Library when there were two people in the Administrative office and he believes that this isn't going to work without Carol's position. He doesn't feel this will work at all. Steve added that these cuts do impact services. They have decreased the budget in the five year levy and if we give this too, it is even more. Norah asked if the proposals have a priority and if the City Manager chooses one and two, will he not choose four and five, or something like that. Carolyn replied that she doesn't know exactly, but he did say he did not want to affect direct public service with any cuts.

Anne asked if a letter from the Board would help. Carolyn replied that she's not sure. They meet on Friday for a budget review. Jacques stated that she thinks that the new City Manager is trying to get things together and we want to be helpful to him and if we write a letter before he meets to discuss, it may not be helpful. If we vote tonight that we affirm this proposed budget and that we believe it is incredibly important to have Carol's position and it all falls into the budget target, it would be a way to send our message in a positive way. We want to be advocates. The Library Board should go to the Budget Commission and advocate. Mike stated that ultimately the City Council approves the City budget; the City Manager proposes it, but the Council ultimately approves it, not the Budget Commission. The idea of a department head coming in opposing the City Manager's proposed budget is not a good move; this is a Board function. He agrees with Jacques's suggestion that the Board look at this proposal for the budget and that they support it and they are very strongly in favor of keeping

Carol's position at the Library. The City Manager wants to save money and the Council agrees with the action of cutting money.

Carolyn stated that the City Manager's view is that one reason the last levy barely passed was that there wasn't enough money cut to the budget beforehand. Steve asked if what is being proposed is in the guidelines. He stated that he feels they need to advocate, but not after the budget is approved. He asked when the best time to advocate for adequate funding for the Library would be. Jacque agrees and as time goes on, there will be a presentation from the City Manager to the Budget Commission, then it goes to public comment, she believes that is the right point. Anne asked what the Budget Commission sees. Carolyn stated that what they see is what the City Manager ends up recommending. Anne asked if we went to advocate, can we share all of the details. Carolyn replied that yes, you can.

Jennifer stated that in the last year at her work she has realized their version of an Office Manager is crucial and she supports not losing Carol's position. She asked, when it comes to the final budget, how can the Board state the impact of what it would be on staff if they have to take on Carol's duties, and how it would impact the public services. Carolyn affirmed that the Friends and the Foundation don't pay for staff. Something else to keep in mind is that the Library portion of the levy will have to be renewed, or additional revenue found, in order for the City to be in compliance with the maintenance of effort requirements in the IGA with the county for the Library District. Cutting the whole levy amount would put us out of compliance.

Cheryl Maze asked if there are other Administrative positions in other departments that are being cut. Carolyn replied that yes, he has cut several other Administrative positions as well. The cut at the Library was an opportunity that came available since Carol is retiring. Steve commented his disagreement of the plan to add higher positions and cut lower positions. Anne added that the City Manager also added a Public Information Officer position as well. Cheryl asked if the City Manager is expecting budget tasks to be done by other Library staff or the new centralized Administrative department. Carolyn replied that they don't know yet.

Paula asked how much of this can we tell to our friends to get them to think about this and have them call Councilors, etc. Carolyn replied that it is common knowledge that Carol's position is being cut and this is a public meeting. Anne stated that we have the Library Foundation that helps boost revenues. Jacque and Steve replied that the Friends of the Library and the Foundation do not boost revenues – they do not pay for salaries – they only enhance Library programs. Jacque added that she doesn't feel that the tax payers realize that the FOL pays for almost 100% of Library programming. Anne stated that that should be weighed, as they are adding value. Steve stated that they have been doing more and more of supporting the Library. Anne asked what other departments have Friends groups. Carolyn replied that Parks and Recreation does. Cheryl added that Police does as well. Jacque stated that she feels that we have a glimpse of the budget and she thinks that the Board moves to support and reaffirm the Library Director's budget presentation of the proposed budget for 2016-17 FY.

Anne asked when the Strategic Plan will be presented. Carolyn replied most likely in April or early May.

Steve moved to affirm inclusion of these four proposed items in the final budget with emphasis of the Administrative Services Manager position being very high priority to the Board in order for them to carry out the goals of the newly adopted Strategic Plan by the Board at tonight's meeting and to continue efficient operation of the excellent Library system. Seconded by Paula and motion carried.

Steve thanked Carolyn for all of the work on this. Cheryl stated that she has dealt with Carol a lot and she is very professional and always does her job well. She will be missed.

VII. DIVISION MANAGER REPORTS

Extension Services: Andrew reported that Linda Kahlbaum from the Philomath Library is retiring. She has worked for the Library for 27 years; she has seen four book mobiles; worked with three

different Managers; and worked at three different branches. We are losing a lot of knowledge with her leaving. In their last staff meeting with her today, staff compiled a binder of events the Philomath branch has done in the last year for the 20th anniversary of Philomath. The binder is massive and full of programs they do. It's impressive what they do with minimal staffing. Andrew passed around the binder for everyone to look at.

Circulation: Shaun Hearn stated that he will be attending the Public Library Association Conference in Denver, Colorado next month.

While entering monthly statistics, he noticed that Circulation is astoundingly consistent in our month to month activity, October and December being our lowest months. We average around 4,000 visits a day.

Shasta Barnes reported that she attended the Imagine Corvallis 2040 workshop and it was fun. She also reported that the Library has received over 150 punch cards for returning new patrons.

Administration: Carol stated that she is working on the budget and preparing for her retirement. She's trying to figure out how to compile 19 years of her work.

Technical Services: Felicia Uhden reported that when she opened the doors the other morning, it was stroller city for Storytime. There was one adult man who asked if the regular Library was open too. She thought that was funny and she replied that yes, the Library is open for adults as well.

Adult and Youth Services: Bonnie Brzowski reported that they had a very successful Soup Night, with around 50 people attending. They also had a discussion of good food and bad food at the League of Women Voters. Youth held Science Saturday on nutrition and they made chef hats out of coffee filters. The Lego Club had over 100 people attend. Librarian Kristy Kemper Hodge went to the Teen Summit offering maker demonstrations.

VIII. BOARD REPORTS

Friends of the Library – Jacque reported that the weekend before last was the BIG Book Sale and she thinks they netted approximately \$30,000. They have massive amounts of volunteers who help with this event and when you volunteer you realize that there are quite a few people in the area who purchase boxes of books.

Random Reviews have been incredible. They have been bringing in a large attendance and at times have had to turn people away due to maximum occupancy.

The next FOL meeting will be March 21.

They have dedicated over \$90,000 to the Library for their budget, which does not include any FTE.

Library Foundation – Steve reported that Library staff provides so much to the public. They provide so much with so little and he is impressed by what they accomplish.

At the Foundation meeting they established their special projects for the year. The Foundation is going to help with funding and purchasing new furnishings for the Teen area and provide seed money to develop an answer for the need for more space at the Philomath branch.

They have set a date in October for their donor recognition event and their appeal request/ mailing is doing well. They have received over \$50,000 in donations so far.

Jacque added that Tom McClintock passed away and his family had requested to donate to the Foundation in his name. The Foundation will work with the family to do something meaningful and long lasting for the Library and the Library system.

IX. INFORMATION SHARING

Jacque reported that Carolyn, Cheryl and she are on the Benton County Cultural Coalition and they attended a meeting at the Monroe Library the other night. After the meeting, Carolyn took folks around to tour the Monroe Library and one gentleman that has lived in South America was blown away by the building. She commented that that's what this is all about. The Board knows that there are people in the community that are here for the library system.

Anne stated that Monroe wants to put in a Dollar Store right in front of the Library. It is County owned land and she is doing everything she can to not allow that to happen.

Anne added that the binder of programs from Philomath is remarkable. Cheryl stated that if you are on Facebook, like the branch libraries and see what they are doing. Jennifer suggested creating binders for every branch to use as a tool to show the City Manger how things will be affected by the upcoming budget cuts that are planned.

X. ADJOURNMENT

The next meeting will be on April 6, 2016 at 7:30 pm. The meeting was adjourned at 9:02 pm.



Community Development
 Planning Division
 501 SW Madison Avenue
 Corvallis, OR 97333

Approved as submitted, May 4, 2016
CITY OF CORVALLIS
PLANNING COMMISSION MINUTES
April 6, 2016

Present

Jasmin Woodside, Chair
 Ronald Sessions, Vice Chair
 Dan Brown
 Tom Jensen
 Susan Morr e
 Carl Price
 Jim Ridlington
 Rob Welsh
 Paul Woods
 Penny York, Council Liaison

Staff

David Coulombe, Deputy City Attorney
 Kent Weiss, Interim CD Director
 Kevin Young, Planning Division Manager
 Sarah Johnson, Senior Planner
 Terry Nix, Recorder

SUMMARY OF DISCUSSION

	Agenda Item	Recommendations
I.	Community Comments	
II.	Continued Public Hearing – OSU-Related Comprehensive Plan Text Amendments (CPA15-00001)	Record held open for seven days.
III.	Old Business	
IV.	New Business	
V.	Adjournment	Adjourned at 9:45 p.m.

Attachments to the April 6, 2016 minutes:

- A. Staff memo dated April 5, 2016, responding to Questions of Staff Submitted by Commissioner Brown.
- B. Written testimony from Oregon State University, dated April 5, 2016.
- C. Possible New Policy Language Suggested by City Attorney's Office (CAO).
- D. Gazette-Times article submitted by Commissioner Brown.

CONTENT OF DISCUSSION

The Corvallis Planning Commission was called to order by Chair Jasmin Woodside at 7:00 p.m. in the Downtown Fire Station Meeting Room, 400 NW Harrison Boulevard.

I. COMMUNITY COMMENTS: None.

II. CONTINUED PUBLIC HEARING – OSU-Related Comprehensive Plan Text Amendments (CPA15-00001):

A. Opening and Procedures:

The Chair welcomed citizens and called for a staff summary.

B. Staff Summary:

Planning Division Manager Young said this was a continuation of a Planning Commission Public Hearing held on March 16, 2016.

Senior Planner Sarah Johnson reviewed materials received by the Commission since the last meeting:

- A staff memo dated March 31, 2016, including an OSU Zoning Diagram and Testimony Received by March 30, 2016 for CPA 15-00001 (In the April 6, 2016 Planning Commission packet)
- A staff memo dated April 5, 2016, responding to Questions of Staff Submitted by Commissioner Brown (Attachment A)
- Written testimony from Oregon State University, dated April 5, 2016 (Attachment B)
- Possible New Policy Language Suggested by CAO (Attachment C)
- Gazette-Times article delivered by Commissioner Brown (Attachment D)

B. Declarations by the Commission: Conflicts of Interest, Ex Parte Contacts, Site visits, or Objections on Jurisdictional Grounds

There were no additional conflicts of interest declared, and there were no objections.

C. Public Testimony:

Chair Woodside said that since the matter in question was a legislative decision, all testimony (in favor, in opposition, and neutral) would be heard together and there would be no opportunity for rebuttal or sur-rebuttal.

David Bella referred to previous discussions and questions about the topic of car dependency. He reviewed information from a website, www.walkscore.com, which provides information about walkability in various cities throughout the United States and Canada. He quoted from that site that “Corvallis is a car-dependent city” and that “most errands require a car”. The data shows Eugene, Bend and other cities are also car-dependent. The data indicate to him that we are not only car-dependent, but also that we are becoming more car-dependent. He showed photos of Corvallis traffic and

parking lots, as well as photos of heavy traffic in China and India. He said this is a global phenomenon with some indicating that car dependency is becoming one of the leading problems in terms of greenhouse emissions and a major factor in terms of health. He said his group has a slide proposal on how to shift from a car-dependent city to a more walkable city, which he offered to send to staff for distribution to the commission. Several commissioners indicated that they would like to receive the materials.

Steve Clark, OSU Vice President University Relations and Marketing, and **David Dodson**, OSU Campus Planning Manager, came forward. Mr. Clark expressed appreciation to the Planning Commission for its work in helping guide the community forward in appropriate ways. He referenced OSU's submitted testimony (Attachment B) which, he said, addresses Commissioner Brown's March 16 comments and questions, and offers proposed changes to the draft text. He said the submitted testimony is directed toward providing clarity in policies that will guide OSU's regulatory environment; encouraging best practices in land use and transportation planning to increase urban efficiencies and reduce environmental impacts; and encouraging the adoption of regulations that permit, measure and monitor OSU impacts in a manner that is fair, transparent and achieves the mutual objectives of the City, OSU, and the community. Mr. Clark summarized portions of the submitted testimony as follows:

Regarding Policy 7.2.8, he suggested that the term "car dependence" could be replaced with "single-occupancy vehicle use" and offered a proposed amendment to the draft language.

Related to Finding 8.4.b, he asked that consideration be given to the benefits of OSU to the community and to the significance of OSU which is nationally recognized in a number of fields.

Related to Finding 8.6.d, he said the intent is to recognize the role OSU plays in providing conference and visitor facilities in the City. The finding could be replaced with "OSU conference and athletic activities attract hundreds of thousands of visitors annually and generate significant revenue for local businesses."

Related to Findings 8.6.h/i/j, he concurred that the proposed amendments provide inconsistent references to student enrollment. Enrollment management is a precise process involving a 10-year enrollment management plan, measured in detail each term. Enrollment should reflect the head count on the Corvallis campus and not include on-line distance learners, most of which never come to the Corvallis campus. For consistency, the pertinent reference point should be 2003, when the original OSU Campus Master Plan (CMP) was adopted. Annual growth on the Corvallis campus is predicted to be between 1 percent to 2 percent. At 1 percent growth, they would get to the cap of 28,000 students between 2029 and 2032. At 2 percent growth, they would reach the cap in 2025.

Related to Policy 9.7.7, public-private partnerships related to housing opportunities are important and there is a preliminary effort underway. With on-line learning, free community college tuition, and declining high school graduation rates, traditional

student enrollment may not be OSU's predominant future. There is interest in housing partnerships that may serve upper division students, graduate students, students with families, and OSU employees.

Related to Findings 11.4.o and p, he offered an amendment as it relates to campus parking which recognizes that one space can serve numerous student users over the course of a day. The function, accessibility, affordability and reliability of the campus parking system has improved greatly, which should be a consideration.

Related to Policy 11.4.10, he offered an amendment which states that the parking fee system should be self-supporting.

Related to Finding 11.12.c, he said it is important to recognize the number of commuters who have destinations associated with other uses, and he offered an amendment which encourages continued collection of parking data for near campus areas.

Related to Finding 11.12.h, he said it is correct that some parking has been eliminated over the past 10 years; however, it should also be noted that some parking has been replaced and that OSU and the City have adopted an interim Parking Development Agreement to meet the identified parking demand.

Related to Policy 11.12.11, he strongly supports that the City and OSU prioritize traffic demand management (TDM) measures as a way to reduce carbon emissions, miles traveled, and parking demand.

Related to Finding 13.2.o, he proposed amended language which states that development on the OSU campus should be regulated under the Land Development Code through amendments to the OSU Zone.

Commissioner Brown said a number of the suggestions made by OSU will be useful to the Planning Commission in its consideration of this matter. He referred to the notation in the testimony related to Finding 9.7.f that "In 2014, OSU had an SOV rate of 39%," and he asked for the source of that information. Mr. Clark agreed to provide that data.

Commissioner Morr  referred to OSU's testimony that the parking fee system should be self-supporting, and she asked if that was referring to on-campus or off-campus parking. Mr. Clark said the comments were referring to fees, citation fines, and fee revenues within the community's parking districts.

Commissioner Morr  asked how much on-campus parking has been removed and how much has been added back. Mr. Dodson said OSU has a spreadsheet that tracks those numbers. Since 2005, they have added 1,000 spaces with the parking garage and reduced other parking spaces by about 1,100 spaces. Going forward, he said, the intent is to have no net loss of parking on campus and to add parking associated with habitable space of new construction on campus.

Commissioner Jensen asked for additional information regarding OSU's testimony related to student enrollment including on-line enrollment. Mr. Clark said that OSU's enrollment on the Corvallis campus was 18,600 in 2005, growing to 24,218 in 2015, which represents an annual average growth rate of 3 percent. From 2005 to 2015, on-line enrollment increased from 477 students to 4,536 students. The on-line students are not included in on-campus enrollment figures because they rarely, if ever, come to campus. OSU feels the on-campus enrollment is pertinent for purposes of the City's planning.

Commissioner Jensen asked if it is known how many students have a vehicle or have access to a vehicle. Mr. Clark said it is known how many students have parking permits, but not how many students have access to a vehicle.

Chair Woodside asked if any of the on-line distance learners are required to come to campus. Mr. Clark said the 4,536 figure is specific to those who do not come to class. About 40 percent of those on-line learners live in other states and nations.

Commissioner Woods reviewed information from the 2004 OSU CMP. In fall of 2003, total on-campus parking spaces were 7,609, and it was estimated that there would be an increase of 4,652 students, faculty and staff; which would lead to the need for an additional 1,212 to 1,536 on-campus parking spaces by the year 2015. Commissioner Woods said that scaling for the actual increase in population of 7,369 leads to a figure of 9,529 to 10,042 spots, according to the logic of the 2004 CMP, while actual parking spaces have decreased to 6,840, leaving a deficit of between 2,700 and 3,200 spaces. Mr. Clark said that at the time of the 2004 OSU CMP, reliance on TDM was not perceived to be a priority focus; it has since become such and reduction of SOV trips has altered the 2004 evaluation. He thinks it's wise to consider not only history but also how things are now managed.

Commissioner Ridlington referred to OSU's comments under Finding 8.6.d related to the role OSU plays in the City's economic development. He commented that OSU's growth spurt did not benefit everything in Corvallis and that growth has consequences. He would like to think that quality might trump growth, and that the university might consider quality in the students they are accepting. He referred to recent headlines related to growing obesity and stated that maybe buses aren't needed on campus where it's not more than a 10-minute walk from any parking lot to the center of campus. He asked if consideration has been given to eliminating the contract with the Oregon State Police and having OSU use their own enforcement on campus, noting that he doesn't see much police activity on campus now and people walk across campus as they want. Mr. Clark expressed appreciation for the comments. He suggested that the Healthy Campus Initiative could be employed as part of the commitment to address some of the health-related issues. As far as growth, he said OSU wants the best and brightest students, predominantly from the state of Oregon, and their strategy calls for 50 percent of enrollment to have a GPA of 3.75 or higher. As far as Oregon State Police, he said the campus department of public safety works together with the OSP to provide a responsive and important job. They need the professionalism and resources that come from the OSP, including investigators, social media evaluators, and threat assessment.

Commissioner Brown noted that the testimony from OSU includes a lot of emphasis on the term *OSU Zone*. Mr. Dodson said the OSU Zone, as referred to in the document, relates primarily to Chapter 3.36 of the Land Development Code. He said the OSU CMP is currently implemented through Chapter 3.36 which raises the question of whether there is a need for a CMP or other plan. OSU envisions that the OSU Zone would provide the guiding regulations, although there may be a need to manage monitoring components through a Memorandum of Understanding (MOU) or other agreement.

Chair Woodside requested clarification on OSU's use of the term *parking efficiency*. Mr. Clark said the most effective use of parking is a system that allows multiple vehicles to use a parking space throughout the day, as opposed to assigning the spot to one person through a permitting system.

Commissioner Morr  referred to an option presented by Dave Bella at the March 16 meeting related to a tram system, and she asked if OSU is interested in that option. Mr. Clark said OSU is interested in ways to encourage people to come to campus using alternative modes, and they have talked with the citizen group who brought that idea forward. In response to further questions from Commission Morr , Mr. Clark said the idea of remote parking has been discussed with the City and County, and could be one of the aspirational frameworks in the Comprehensive Plan.

Commissioner Morr  asked for clarification regarding a potential public-private partnership to develop housing on campus. Mr. Clark said this is a very measured process and the marketplace will determine private developer interest. Developers have said they want to wait a year to better assess risk management. In the meantime, OSU has taken actions to utilize resources for student housing to the extent possible.

Chair Woodside said the Commission previously requested the ECONorthwest data that supports the idea that OSU conference and athletic activities result in \$908 million in economic impact, as well as a breakout and definition of the three types of jobs – direct, indirect, and induced. Mr. Clark said the ECONorthwest study measured the economic impact of OSU activities in Corvallis and throughout the state. It measured direct employment, indirect employment, and impacts of other university activities. A contracting firm working for the university would be an indirect job. Employment that generates an expansion of the retail economy would be an induced job. He agreed to provide the ECONorthwest data.

Councilor York referred to the diagram entitled “City Review Process for OSU Zoning Update”. The diagram was developed by staff with input from Council leadership, OSU leadership, and legal counsel for both entities. The center circle of the diagram states that OSU will prepare an application under the LDC amendments through a series of public meetings/charrettes with stakeholders in the community. Councilor York asked what application would be submitted. Mr. Dodson said the first step on the diagram is this Comprehensive Plan amendment process. The next step would likely be a Council-initiated text amendment process. Once those implementing measures are put in place, there won't necessarily be a need for a master plan.

Councilor York again referred to the notation on the diagram that OSU would prepare an application, and she asked what that application would be. Mr. Clark said he would need to go back to the notes and the attorneys to see what they were thinking with that phraseology. Mr. Dodson read from OSU's April 5 testimony that "OSU proposes to cure this confusion through the use of the OSU Zone as the sole regulatory tool. Under this approach, OSU would make an application to the City for a major adjustment application and the result would be the City's adoption of a new OSU Zone...".

Commissioner Brown said he has been trying for some time to understand what to expect and the information provided answers to some of his questions. In response to Commissioner Brown's inquiry related to mitigation and monitoring programs, Mr. Clark said that, based on conversations with the community and Council leadership, the intent is to provide clarity for definition, monitoring, mitigation and transparency, recognizing that the ultimate decision-making body is the City Council.

City Councilor **Barbara Bull** referenced the diagram previously discussed by Councilor York. She said the OSU-Related Plan Review Task Force undertook a legislative review process to review the Comprehensive Plan with the stated intention by Council that they would later work on the LDC and expect a Master Plan, but that isn't clarified well on the diagram. The title of the diagram also raises questions for her, in that legislative work is supposed to be greater than just one person or one zone, and the Task Force was careful to not talk about zoning. She noted the diagram refers to a Major Modification process; however, process was not discussed by the Task Force and she doesn't believe that a process was decided upon by Council. A big question is what kind of process we expect as a City, and she would appreciate the Planning Commission's advice on that. Chair Woodside said she understands the diagram was created with input by the attorneys for both OSU and the City, as well as Council leadership.

Commissioner Sessions asked if the OSU CMP is a Planned Development (PD) and should be treated as such under the Code. Planning Manager Young said the April 5 staff memo goes into this in some detail. The 2004 OSU CMP was approved through a process that included Comprehensive Plan Amendment, Land Development Code Text Amendment, Zone Change, and Planned Development Modification. Procedures for updating the CMP are described in the LDC, and include a Major Modification to the approved PD; however, staff note that this regulatory framework could be changed in the future, if an alternative approach were determined to be more effective. The task before the Planning Commission is to evaluate the proposed Comprehensive Plan Amendments and make a recommendation to the City Council.

Brief discussion followed regarding the terminology used in the diagram and potential changes. Commissioner Price commented that recommended changes to the diagram are probably outside the scope of this hearing; but, it is something he would like the Planning Commission to look at further in the future.

The Chair noted that additional information has been requested of OSU. Following brief discussion, it was agreed to hold the record open for seven days, until April 13, 2016, 5:00 p.m., for additional written testimony. Deliberations will be held at the next meeting, on April 20, 2016.

M. Close the public hearing:

Chair Woodside closed the public hearing.

Additional questions from Commission:

Commissioner Price referred to previous public testimony that the Comprehensive Plan is an aspirational document and not a set of policies that get to the overall goals the City is trying to achieve. He referenced a document on Oregon Statewide Planning Goals and Guidelines, under the Comprehensive Plan section, which states that the policy element of each community's plan is adopted by ordinance and has the force of law. He asked for input from the City Attorney regarding how much force the policies have.

City Attorney Coulombe said state law requires that cities and counties develop a Comprehensive Plan that demonstrates compliance with Statewide Planning Goals and related statutes. The Comprehensive Plan is the City's guiding document and the Land Development Code is the regulatory authority that implements those policies. Comprehensive Plan policies may be aspirational in nature, they may be broad, they may be competing, and they may be contrasting guidelines because it is a complex document which is responding to a number of goals and statutes that have different objectives. The Comprehensive Plan is adopted by ordinance and ordinances are enforceable, so it has a force of law. Commissioner Price said that reinforces, in his mind, that we need to look at these policies and findings carefully because they are part of the law and not just aspirational

Commissioner Morr  said it is her understanding that properties within a PD Overlay are subject to regulatory policies in the Comprehensive Plan as well as the LDC. Mr. Coulombe said yes, to the extent that they are adopted by the City Council; the LDC language states they are subject to policies adopted by the City Council. There are cases where the Comp Plan serves to do more than inform the regulations and when there is ambiguity in the Code, the policies provide direction to decision makers about the intent, scope, and purpose of the regulations.

In response to further questions from the Commission, Mr. Coulombe noted that questions that have been raised about supporting documents to the Comprehensive Plan and the April 5, 2016, staff memorandum responds to many of those questions. He said the OSU CMP has aspirational language that has nothing to do with land use planning, as well as specific language that directly relates to land use planning. In his view, it is a hybrid document – neither an area plan nor a PD but with characteristics of both. This is part of that greater discussion of clarification related to the process graphic and how it relates to the task at hand.

Commissioner Woods said one of the options from OSU was to make desired changes to the LDC but not submit an update to the CMP. If there is no update, he asked if the 2004 CMP would be declared expired and expunged from the Comprehensive Plan. Mr. Coulombe said the OSU CMP could be deemed to be expired through a process and reference to the document could be removed as part of a future Comprehensive Plan update. He said staff will provide additional analysis of OSU's proposal before the next meeting.

Commissioner Woods and Chair Woodside noted that the task force was advised that they shouldn't undertake a review of LDC Chapter 3.36 because of the quasi-judicial nature of that process. Mr. Coulombe said he wasn't prepared in this forum to provide a legal opinion on that question. He said the City Council might decide to initiate a LDC text amendment process that is either legislative or quasi-judicial, based on the analysis at that time and under the advice of counsel.

Commissioner Woods noted that there were very specific things in the OSU CMP that didn't make it into Chapter 3.36, which OSU representatives subsequently said they didn't intend to follow. As consideration is given to whether the CMP has force of law, he said, there is precedent that it does not.

City Attorney Coulombe clarified that, in addition to information requested of OSU, the Planning Commission has requested information from staff and the City Attorney with respect to the last couple of pages of OSU's April 5, 2016, testimony to the commission, including how that relates to the diagram about process. In addition, several questions have been raised about OSU's proposed approach, and staff will give clarification about what that means to the commission in its review of the Comprehensive Plan Amendment.

Commissioner Price said it would be helpful to have a staff response to each of the suggested changes in OSU's written testimony.

III. OLD BUSINESS:

Planning Division Manager Young said applications for the Planning Commission are being accepted until Monday, April 11. Three members' terms are expiring, and they are encouraged to reapply.

V. NEW BUSINESS:

Commissioner Jensen said he read in the newspaper that a renewal of the MOU between OSU and Corvallis will be considered by a joint committee that will meet in private, with the City Council potentially voting on issues that arise from that meeting. He asked if anything would come before the Planning Commission from those proceedings. Councilor York said any ideas from that meeting would process through staff or come to the City Council, just as any idea that came from a member of the community. Mr. Jensen said that since the joint committee was tasked with coming up with those ideas, he doesn't see it the same as a citizen that comes up with an idea independently.

Planning Manager Young said that a liaison from the Planning Commission is being sought to serve on the Steering Committee for the development of the Transportation System Plan (TSP) and Transit Development Plan (TDP). Following brief discussion, Chair Woodside expressed interest.

In response to questions from the commission, staff briefly provided information on projects that were the subject of previous land use decisions.

Planning Manager Young shared that this was the last meeting with Kent Weiss serving as Interim Community Development Director. The commission expressed appreciation to Mr. Weiss for his service over the past nine months.

VI. **ADJOURNMENT**: The meeting was adjourned at 9:45 p.m.

MEMO

TO: Planning Commission
FROM: Sarah Johnson, Senior Planner, Planning Division
DATE: April 5, 2016
SUBJECT: Questions of Staff Submitted by Commissioner Dan Brown

Planning Commissioners:

Commissioner Dan Brown has submitted a list of questions (Attachment A of this memo) of staff for response and distribution to the Planning Commission at the April 6th public hearing. Staff have provided responses below, and are available to answer follow-up questions if needed, at the April 6th Planning Commission meeting.

(1) Under Oregon or Corvallis law, that is the meaning of the term "Zone" above?

The term "zone" can have different meanings depending on context. Some jurisdictions refer to their land use regulations as a "zoning code." ORS § 197.015(11) defines "Land use regulation" in relevant part to mean "any local government *zoning* ordinance, *** or similar general ordinance establishing standards for implementing a comprehensive plan." We refer to our land use regulations as the Land Development Code. The LDC defines "zone" as: "Area of land within the Corvallis City limits designated for specific types of permitted developments and subject to the development requirements of that zone." LDC 1.6. Finally, headings are not substantive as LDC 1.2.30 provides: "The paragraph captions and headings in this Code are for convenience and reference purposes only and shall not affect in any way the meaning or interpretation of this Code."

(2) Could the term "District" be substituted for "Zone" without changing the legal meaning of the title to Chapter 3.36?

The short answer is yes. As noted in response to (1) above, the word "Zone" is for reference purposes. Given that the chapter text uses the term "zone," inserting the term "District" in the heading would not seem to provide convenience. With the adoption of the 2006 LDC, the City sought to reduce confusion relative to the use of the term "district" versus "zone". Previous LDC editions included the term "district" in describing areas subject to land use types and standards (i.e., Low Density Residential District). The 2006 LDC contains new and revised zones, including the exchange of the term "district" for "zone" throughout the City's residential, commercial, and industrial zoning designations. This was done for consistency in terminology throughout the LDC and does not connote a distinction between the two terms.

(3) Why do people at the City call the anticipated OSU plan a “District” plan instead of a “Master Plan”?

Over the course of City/OSU staff discussions regarding the future update of the Campus Master Plan, OSU indicated a desire to refer to the update plan as the OSU District Plan. In order to maintain consistency and clarity in discussions, staff have continued to reference the OSU District plan; however, from staff's perspective, those two terms can be used interchangeably to describe the long-term planning and operations document maintained by OSU.

(4) Does "Zone" in the title mean the same thing as a Comprehensive Plan designation (e.g. public institutional, industrial, residential, etc)? If not, what is the difference?

The terms "designation" and "zone" are mutually exclusive terms. A comprehensive plan *designation* stems from the Comprehensive Plan and Map. The Comprehensive Plan characterizes (designates) land generally as industrial, commercial or residential. You might think of the designation as the base or basic land characterization. One or more *zones* may then implement that base designation. For example, the Land Development Code contains five zones (RS-1, RS-3.5, RS-5, RS-6, and C-OS) that all implement the Low Density Residential Comprehensive Plan designation.

(5) Under Corvallis or Oregon law, what is a Physical Development Plan?

The term was a heading. It is not subject to a particular state or local law. Meaning is given to the text under the heading. From a practical perspective, the term related to a specific document generated by OSU.

(6) Under Corvallis or Oregon law, what is a Campus Master Plan?

The term was/is a heading. It is not subject to a particular state or local law. Meaning is given to the text under the heading. From a practical perspective, the term relates to a long term planning and operational document generated by OSU.

(7) What is the specific name of the process or processes used in 2004 to approve the OSU CMP?

The adoption of the 2004 CMP required the following land use cases types:

1. Comprehensive Plan Amendment
2. Land Development Code Text Amendment
3. Zone Change
4. Planned Development Modification

These cases were evaluated through a public process by the Planning Commission, who provided a recommendation to the City Council on the proposal. The City Council then conducted a public hearing and deliberations, and decided whether to approve, approve with revisions, or deny, the request.

(8) Since the 1986/2004 OSU Plan is a supporting document for the Comprehensive Plan, will a revision to the 1986/2004 Plan require a Comprehensive Plan Amendment?

The anticipated process by Council is completion of the Comprehensive Plan Amendments, LDC amendments to implement those amendments and submittal of a plan by OSU. It is anticipated that the OSU plan would be designed or produced based on the guidance from the amendments-not the other way around. The Comprehensive Plan is the source document setting policy direction for planning. The Comprehensive Plan may incorporate area plans of special interest or it may reference documents that provide the support for findings or policies. OSU could submit a master plan that describes how the comprehensive plan policies are implemented. In that sense, no Comprehensive Plan Amendment would be appropriate or necessary. However, revised master plans that are referenced as supporting documents in the Comprehensive Plan are often referenced by their adoption date; therefore, in many cases a Comprehensive Plan Text Amendment is necessary to remove the reference to the outdated (i.e., 2004 Plan) and reference the newly adopted plan. A change to the Comprehensive Plan Map to adjust the boundaries of the Public Institutional designations for OSU is also possible.

(9) Where in the *Comprehensive Plan* or in the *LDC* are there enabling policies or specified processes dealing with: Zones like 3.36, Districts like OSU, Physical Development Plans, and Campus Master Plans.

The Comprehensive Plan lays out general expectations for development patterns in each Comprehensive Plan Map designation (i.e., low density residential designation) and provides overarching findings and policies related to desired development patterns. Specific zones such as the RS-3.5 Zone or the OSU Zone, contain the standards specific to each zone, to reach the desired development as envisioned by the Comprehensive Plan. The OSU-related Comprehensive Plan Text Amendment process has identified several sections of the Comprehensive Plan that contain findings and policies that relate to OSU and areas impacted by unanticipated development. The Land Development Code contains the specific implementing standards, restrictions, and approval processes to accomplish development within each zone.

It is important to differentiate the City's master plans from other types of master plans. The City's master plans are a required part of the Statewide Land Use program to plan for utility and other services for the City and for the Urban Fringe area within the City's Urban Growth Boundary. These master plans, such as the Transportation System Plan and the Stormwater Master Plan, serve a very different purpose from privately-initiated master plans, such as the OSU Campus Master Plan.

Currently, development on the OSU campus is governed by Chapter 3.36, as supplemented by an Interim Parking Development Agreement negotiated between the City and OSU, which was signed on April 9, 2015. Under the current framework, changes to the OSU Campus Master Plan (CMP) are to be considered through the Plan Compatibility Review or Planned Development review process (per LDC Section 3.36.40.02). Procedures for updating the CMP are described in LDC Section 3.36.40.05, and include a Major Modification to the approved Planned Development, but may also include a Zone Change and Comprehensive Plan Amendment, as described in LDC Section 3.36.40.02 "1" through "3." However, this regulatory framework could be changed in the future. As part of the 2004 CMP effort, the OSU Zone was created. Changes to regulations within this LDC Chapter (3.36) would need to be accomplished through the Land Development Code Amendment process.

There is no local or state requirement for development of private master plans. OSU was not required to submit an application for approval of the 2004 CMP. However, prior to the approval of the CMP, new development on the OSU campus was reviewed, on a case-by-case basis, through the Planned Development process. Decision makers and OSU officials were often frustrated by that process, because it did not allow a "big picture" view of the impacts of campus development, nor the needs of the University. When master plans are generated, they are required by state and local law to be consistent with the Comprehensive Plan and Land Development Code. In many cases, those master plans are developed to be consistent with the City's regulatory documents. In other cases changes may be proposed that require evaluation to determine consistency with the Comprehensive Plan and/or LDC.

In Corvallis, private master plan applications have generally been considered, at least in part, through the Planned Development process. This is true for master planned residential developments, such as Timberhill and Grand Oaks, as well as other types of master plans, such as the Good Samaritan Regional Medical Center Master Plan, and the OSU Campus Master Plan. The PD process is often referred to as a "master planning process", which allows flexibility from development standards, where appropriate, as well as broad consideration of potential compatibility conflicts that may occur from a proposed development. Planned Development provisions are contained in Chapter 2.5 of the LDC. It is conceivable that future master plans could be considered outside of the PD process, if they can clearly demonstrate that the elements proposed in the master plan meet all of the applicable expectations and requirements of the Comprehensive Plan and Land Development Code.

From: Dan Brown [mailto:brown.dan@comcast.net]
Sent: Friday, April 01, 2016 2:03 PM
To: Young, Kevin; City Attorney Coulombe; York, Penny;
jasmimewoodside@yahoo.com
Subject: Request for answers for the April 6, 2016 Planning Commission Meeting.
Thank you. db

I am concerned about lack of clarity in the *Comprehensive Plan* and the *Land Development Code* concerning some issues related to the *OSU Campus Master Plan*. For some time, I have been wrestling with vague nomenclature appearing in these City documents. My immediate concern relates to questions which appear in the Staff report as **Attachment B - November 12, 2015 City Council Meeting Minutes, p. 6 of 7.**

How do we define master plans or districts?

How are they treated in the Comp Plan?

As a citizen, I expect that City laws and supporting documents will be transparent and understandable. When they are not, I believe it is reasonable to expect that the City will try to improve them. The Planning Commission is in the middle of an opportunity to do just that, and I hope we can take advantage of it.

I cannot find answers to the following questions in the *Comprehensive Plan* or in the *Land Development Code*. Please help me, the citizens of Corvallis, the Planning Commission, and the City Council understand. The first six questions are based on what text is available. The beginning of Chapter 3.36 in the *LDC* is copied below [in Arial font], and my related questions appear in boxes

CHAPTER 3.36 OREGON STATE UNIVERSITY (OSU) ZONE

- (1) Under Oregon or Corvallis law, that is the meaning of the term "Zone" above?**
- (2) Could the term "District" be substituted for "Zone" without changing the legal meaning of the title to Chapter 3.36?**
- (3) Why do people at the City call the anticipated OSU plan a "District" plan instead of a "Master Plan"?**

This Zone implements Comprehensive Plan policies that encourage coordination between the University and City in planning and review of campus development. Coordination with campus development is essential due to the physical size of the University and its related effects on City facilities and services. This Zone also coincides with the Public Institutional Comprehensive Plan designation for property generally within the OSU campus area.

(4) Does "Zone" in the title mean the same thing as a Comprehensive Plan designation (e.g. public institutional, industrial, residential, etc)? If not, what is the difference?

However, not all property within this Zone is owned by OSU; some parcels are privately owned. In conjunction with this Zone, a Physical Development Plan for campus development was originally adopted in 1986 and has been revised periodically by the University. The most recent revision, which this Zone implements, is the Oregon State University Campus Master Plan (CMP), approved in 2004.

(5) Under Corvallis or Oregon law, what is a Physical Development Plan?

(6) Under Corvallis or Oregon law, what is a Campus Master Plan?

The last three questions relate to process, i.e. the specific quasi-judicial process(es), used to review an application to create or to change **CHAPTER 3.36 OREGON STATE UNIVERSITY (OSU) ZONE**. Frankly, I am troubled when I hear vague descriptors such as "analogous" or "hybrid" in explaining legal processes used to approve land use applications. As a layperson, I'm surprised that LUBA would not insist on more clarity.

(7) What is the specific name of the process or processes used in 2004 to approve the OSU CMP?

(8) Since the 1986/2004 OSU Plan is a supporting document for the Comprehensive Plan, will a revision to the 1986/2004 Plan require a Comprehensive Plan Amendment?

(9) Where in the *Comprehensive Plan* or in the *LDC* are there

enabling policies or specified processes dealing with: Zones like 3.36, Districts like OSU, Physical Development Plans, and Campus Master Plans.

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Oregon State University, 634 Kerr Administration Building, Corvallis, Oregon 97331-2155
Phone 541-737-4875 | Fax 541-737-3033

April 5, 2016

City of Corvallis
Planning Commission
City Hall
501 S.W. Madison Ave.
Corvallis, OR 97330

Dear Planning Commission Members,

Oregon State University ("OSU") appreciates the work of the City's Comprehensive Plan Task Force and Planning Commission in the consideration and recommendation of changes to the Comprehensive Plan related to the OSU campus and its surrounding neighborhoods.

OSU has been participating in the Task Force and Planning Commission proceedings and now offers this further testimony in an effort to continue to inform the policies that will eventually form the basis for future amendments to the Land Development Code.

For ease of reference, we have organized our comments around the framework provided by Commissioner Dan Brown in his March 16, 2016 letter to the Planning Commission. Where we concur without amendment with Commissioner Brown's comments we do not list the policy below.

OSU's comments are all directed toward the following objectives:

- Provide needed clarity in the policies that will guide OSU's regulatory environment to ensure understanding by the City, the community and OSU;
- Encourage best practices in land use and transportation planning to increase urban efficiencies and reduce environmental impacts; and
- Encourage the adoption of regulations that permit, measure and monitor OSU impacts in a manner that is fair, transparent and achieves the City's, OSU's and the community's mutual livability objectives.

The balance of this letter addresses each of the policies or findings proposed by the City and suggested to be amended by Commissioner Brown.

5.4.a

OSU concurs with Commissioner Brown that the finding related to historic resources should recognize that:

"OSU contains the OSU National Historic District, adopted in 2008, that protects and regulates uses under Chapter 2.9 of the Land Development Code."

The implementing policy should also recognize the intent to balance the needs of an evolving campus with the objectives of historic preservation, with this amendment:

"Historic preservation on the OSU campus should be consistent with its standing as an Historic District and balanced with the development needs of an evolving campus built and open space environment under the Land Development Code."

Policy 7.2.8

The term car dependence could be replaced with "single-occupancy vehicle use" to more directly address the issue. For example, carpools may help improve livability and reduce emissions but carpools themselves are still vehicle-dependent.

The following amendment to Policy 7.2.8 addresses the issues raised by Commissioner Brown:

"OSU and the City shall work together to reduce single-occupancy vehicle use, consumption of fossil fuel and vehicle miles traveled in an effort to, among other factors, reduce greenhouse gases and improve livability and environmental quality."

8.4.b

It is important to recognize the significance of OSU in the national, if not international context. If there is a concern about the definition of significance, then the policy could simply state that OSU is nationally recognized in a number of fields. OSU can share the data that supports this fact, if desired by the Planning Commission.

8.6.d

The intent of this finding is to recognize the role OSU plays in providing conference and visitor facilities in the City. The impacts of that use and other OSU uses are addressed under other policies. It is not necessary therefore to merge the two categories under this policy or findings. Further, the finding seems to address specific data from identified years. The Comprehensive Plan is a long range planning document that should contain language that is relevant over the long term rather than a particular year.

A proposed resolution of these comments and Commissioner Brown's comments would be to simply remove the sentence that refers to the 2013 data, although it is an accurate statement of the 2013 visitor economic impact. The finding could be replaced with:

"OSU conference and athletic activities attract hundreds of thousands of visitors annually and generate significant revenue for local businesses."

Again, OSU can provide the ECONorthwest study that provides the data in support of this finding.

8.6.h/i/j

We concur with Commission Brown that these findings seem irrelevant given the general statement of 8.6.d that recognizes the capacity of OSU to host conferences. The Comprehensive Plan should also try to avoid reference to specific venues and square footage of those venues as the Comprehensive Plan is intended to be a general policy document and the specific facilities and their function may change over the life of the Comprehensive Plan amendment.

8.9.k

To the extent the Comprehensive Plan recognizes factors that influence the economic conditions in the City, it seems appropriate to reference the Linn-Benton Regional Economic Development Strategy and the role of technology transfer.

8.9.u and 9.4.c, d, e, h, i, j and o, 9.5.a, c, d, f, h, i, j, l and o

We concur with Commissioner Brown's comment that these findings seem to be related to the City's general housing objectives and not specifically related to OSU. If there is a desire to create a nexus between the general housing policies of the City that apply to residential housing outside of the campus boundaries and OSU itself, we propose the following consolidated finding:

"Housing demand in the City of Corvallis is fueled in part by students and staff at OSU who may seek a variety of housing types from multi-family to single family units."

9.7.a.

We concur with Commissioner Brown that the proposed amendments contain various and inconsistent references to student enrollment growth on the OSU campus. Using the last decade as a historical reference also seems appropriate given that it provides a relevant time period and is consistent with the time period in which OSU was regulated by its most recent master plan.

Thus, we would propose merging 9.7.a and 13.2.k into the following:

The OSU master plan was adopted and went into effect in 2003. In 2005, the OSU Corvallis campus student enrollment was 18,600. The most recent 2015 fall term enrollment at the OSU Corvallis campus was 24,218. This represents an annual average growth rate of 3% from 2003.

In 2005, the on-line enrollment was 477 students increasing to 4,536 students in 2015. These on-line students are not included in the on-campus student enrollment figures as these on-line students do not attend classes on campus and only come to campus if there is a proctored exam or to attend graduation.

9.7.b

Commissioner Brown asks whether there is a purpose or conclusion in the data provided related to student housing. In our view, the purpose of the student housing data is to demonstrate capacity and occupancy. We do agree however that again these are specific numbers that change over time. The policy reads more like a finding with no particular conclusion or direction.

Instead we propose the following:

"OSU is encouraged to maintain on-campus student housing to meet changing demands."

9.7.c

OSU concurs with Commissioner Brown that the source for the finding is not identified and that this statement reads more like a specific finding than a general Comprehensive Plan policy. OSU recommends amending the policy to read:

"Students and staff, who live within one-half mile of the campus, are more likely to use multi-modal transportation options, thereby reducing vehicle miles traveled."

9.7.d

OSU concurs with Commissioner Brown's comments on this statement. Enrollment projections are not a perfect science. Further, it is very difficult, if not impossible, to identify any "trend" in enrollment based on one year of data or an annual monitoring. It is however, a common and accepted practice amongst colleges and universities to extrapolate expected enrollment based on the past few years of enrollment changes as well as national and state trends. Oregon State also utilizes a 10-year enrollment management plan and strategy to help guide the university. With this background and Commissioner Brown's comments, we propose the following policy:

"OSU shall monitor its student enrollment figures and annually report its fall enrollment data to the City. Through 2025, 1 to 2 percent annual increases in OSU

enrollment are expected and shall be monitored to ensure that such increases are reflected in OSU's impact mitigation measures."

9.7.f

OSU and the City share a common objective to reduce single occupancy vehicle trips in the City generally and to and from OSU specifically. This policy should reflect the most recent data and state:

"OSU and the City should together adopt and support strategies that reduce reliance on the single occupancy vehicle trip."

If there is a desire to provide more context in the Comprehensive Plan, the following statement could also be included under this policy:

"In 2014, OSU had an SOV rate of 39%."

9.7.i

OSU concurs with Commissioner Brown that this policy seems misplaced or without a specific need or purpose.

9.7.j

This finding could be restated in the following manner:

"The population of OSU students in off-campus housing could contribute to a greater demand for multi-family housing in the community."

While OSU believes this could be an accurate statement, we have no specific comparative data that supports this policy/finding.

9.7.l

OSU concurs that the proposed language should be edited to include the term "college" and the statement should be reviewed for accuracy.

9.7.m

OSU concurs that this statement should be reviewed for accuracy. It may also be more consistent to make a true policy-level statement, if accurate:

"Student housing near campus is characterized by single-family, multi-family and higher bedroom count homes."

9.7.n

OSU concurs that the title of the dual program should be corrected. Further, OSU concurs that the first sentence should be removed.

Policy 9.7.3

OSU concurs that this is an aspirational statement and that such statements are appropriate in the context of a Comprehensive Plan. Similar to any large employer or regional institution, housing users closer to the destination contributes to several important livability objectives including reducing carbon emissions and vehicle miles traveled and creating 20-minute neighborhoods. All students and staff cannot be accommodated in such a fashion but striving to achieve at least a portion of this objective should be a common goal.

Policy 9.7.6

OSU believes that reductions in SOVs should be a common aspiration. This policy seems to speak to that objective and may be redundant of Policy 7.2.8, above.

Policy 9.7.7

OSU largely concurs with Commissioner Brown's comments however offers this amendment:

"The City shall support the University's use of public-private partnerships where appropriate to provide a mix of campus housing options to meet identified student demand."

Policy 9.7.10

This policy is redundant of Policy 9.7.7 and should therefore be deleted.

11.2.k

OSU agrees that the kind of trips referred to should be described and the most appropriate description is "vehicle trips" on the "street system".

Policy 11.2.17

This policy should be clarified.

"The City shall consider the impact of effective transportation demand management measures that reduce SOV and vehicle trips to the OSU campus when considering whether to require street improvements that accommodate more vehicle capacity."

11.4.h

With the growth of effective TDM measures, parking demand will change over time and may decrease as measured by a ratio of parking spaces per student. To recognize this general proposition, the language of this policy should refer to changes in "parking demand" rather than fluctuations, increases or decreases. The first sentence should therefore be amended to state:

"Parking demand will change over time."

11.4.n

OSU concurs that there is no foundation for the statement in this policy and while such a statement could be accurate there are many factors not addressed in the statement that could render it either true or false. OSU would therefore delete this policy.

11.4.o and p

OSU proposes to amend this finding to better address the underlying principle.

"The provision of convenient, accessible and affordable, on campus parking that satisfies identified demand can reduce off-campus commuter student parking use in neighborhoods adjacent to campus."

OSU concurs with Commissioner Brown's comments on 11.4.p.

Policy 11.4.10

OSU does not have any specific objections to Commissioner Brown's comments but offers this suggestion. In terms of (C) and (D), OSU would merge these statements and replace them with:

"The parking fee system should be self-supporting. Fees, citation fines and fee revenues should be implemented to achieve multiple public objectives including support for transportation infrastructure, parking management and to improve general livability."

Policy 11.6.5

The first sentence of Policy 11.6.5 distinguishes between the walk mode statistics for the City generally and OSU specifically and therefore seems appropriate with its current wording.

OSU concurs that a citation to the survey method would be appropriate. We also note that these are specific statistics that read more like a finding without a policy conclusion. What the data shows for both OSU and the City is that both institutions have relatively low SOV rates and high rates of alternative modes of travel.

11.7.i., j and Policy 11.7.8

OSU concurs that this policy should be amended for relevance. Further, the objective of 11.7.i, j, and 11.7.8 seem to all be reflected in 11.7.8. Therefore, we would remove (i) and (j) and reflect the desired policy in the language of 11.7.8: CTS should be jointly studied to assess the need for additional routes or headways for residents and college students alike with the following amendment:

“Increased transit use is a positive multi-modal factor but transit capacity should also be studied to identify insufficiencies and priorities to serve increased transit demand.”

11.12.c

This finding is of great importance to OSU, the City and the neighborhoods adjacent to OSU. Therefore, it should be accurate and set a clear policy direction. We propose the following amendment:

“Unmanaged commuter parking on off-campus streets associated with any Corvallis employer, retail facility or public destination can have a significant impact on the public on-street parking supply in neighborhoods and business districts near campus. OSU and the City should continue to collect parking data from these near campus areas, identify any impacts of OSU commuter parking, and develop strategies and implementation measures to mitigate any significant impacts on parking supply associated with OSU commuter parking. Such plans and monitoring measures should include measures for increasing the utility of the on-campus parking supply and shall be reviewed by the City on a schedule that is appropriate for each approved measure.”

This restatement recognizes the potential problem, supports the study of the problem and encourages solutions to the problem through the adoption of appropriate mitigation measures. It is also stated in the form of a Comprehensive Plan policy that can have influence over the long term without relying on specific years of data.

11.12.d

OSU proposes to restate this statement as an affirmative objective rather than an unsubstantiated data set.

“Safety of pedestrians and bicyclists shall be considered in assessing transportation facilities that serve the OSU campus.”

If increased safety is the policy directive, that should be the primary active objective of the policy whatever the reasons are for threats to that safety. Those threats will change (and hopefully decrease) over time but the Comprehensive Plan is intended to outlive any particular or annual circumstance and instead set a longer term goal.

11.12.e., f and g

OSU would remove all of these findings for the reasons stated by Commissioner Brown. The data seems unsubstantiated and it does not lead to a policy conclusion. The conclusion is that parking should be managed to reduce conflicts with on-street, off-campus supply. That should also be the policy. However, this policy is already

directly stated in our edit to 11.12.c above. Thus, for clarity we propose removing (e), (f) and (g) and replacing them with 11.12.c.

11.12.h

Commissioner Brown's comment is correct in that parking has been eliminated in the past. And it should be noted that some parking also has been replaced over time. Most recently, OSU has been working with the City over the past year under an interim Parking Development Agreement to meet identified parking demand. Finding 11.12.c and Policy 11.12.2 speak to this issue and provide a blueprint for how to review, measure, monitor and mitigate OSU parking demand.

11.12.i

OSU proposes to eliminate this amendment. Again it is not a policy and does not provide a long term direction. If the City would like to retain the idea behind this amendment, we propose the following:

“Increased regional transportation options should be encouraged as an alternative to vehicle miles traveled.”

Policy 11.12.2

This policy is largely redundant of 11.12.c. OSU offers that consolidating the parking policies of 11.12.2 and finding 11.12.c would bring more clarity, precision and direction to the Comprehensive Plan and more understanding to those it is intended to serve. That consolidation is offered in the modification to 11.12.c, above. The transportation element of the finding/policy is consolidated below with the other transportation policies to avoid confusion.

Policy 11.12.6

OSU has no changes to this amendment but offers a response to Commissioner Brown's question on the definition of transportation system. We believe that the transportation system is the street system serving the OSU campus.

Policy 11.12.8

OSU concurs with Commissioner Brown's comment and would replace the second “mitigation” with the term “address”.

Policy 11.12.10

We concur that this policy should be removed and replaced with the existing amendment under Policy 11.12.i. We would also recommend replacing the term “citizen” with the term “community resident.”

Policy 11.12.11

This is an important policy that will set the stage for future emphasis on alternatives to the single occupancy vehicle. OSU strongly supports this policy and offers the following amendment:

“The City and OSU shall prioritize transportation demand management measures as a means of reducing carbon emissions, vehicle miles traveled and parking demand among other factors.”

Policy 11.12.12

This is a parking policy placed amongst transportation measures and is again largely redundant of the amended Policy 11.12.2 and finding 11.12.c. OSU proposes to remove this policy and replace it with the amended version of Policy 11.12.2, as reflected in 11.12.c, above.

Policy 13.2.1

This language is stated as a merged finding instead of a policy and combines a variety of subjects. OSU proposes to include the qualifying term “unmanaged” before the reference to OSU campus growth, as unmanaged campus growth can have negative impacts but managed growth can mitigate any significant impacts. Management of growth to avoid significant impacts is the collective objective of the City and OSU.

13.2.j and k.

Enrollment is already addressed under 9.7.a and d. Thus, we propose to remove these amendments in (j) and (k) in the interests of clarity and consistency.

Policy 13.2.1

OSU proposes to remove this amendment and replace it with 13.2.m. It is also a generalization that has no empirical support within the finding itself. The objective is to recognize that OSU has a significant presence in the City and therefore its land use decisions should be thoughtful, coordinated and monitored all of which is reflected in

13.2.m.

13.2.n

This finding seems misplaced and is repeated in large part within 9.7.j.

13.2.o

Like the parking discussion above, this policy or finding is central to OSU’s and the City’s future regulatory direction. OSU future growth should be managed by amendments to the OSU Zone in the Land Development Code. Thus, the policy should be directed to the regulatory document that will control future uses. OSU proposes the following language to replace the amendment currently proposed:

“Development on the OSU campus should be regulated under the Land Development Code through amendments to the OSU Zone. The Land Development Code should balance OSU’s future development needs with measures that mitigate any significant adverse impacts to the community including, amongst others, parking, housing and transportation measures.”

Finding/Policy 13.2.r, 13.2.3, 13.2.5, 13.2.6, 13.2.7. 13.2.8

This finding and policies collectively address how OSU will be regulated and monitored. It is these very issues that have created a great deal of uncertainty for OSU, the community and City. Thus, it is very important that the regulation and monitoring language be clear, concise and directional. OSU therefore proposes the following replacement and consolidated policy:

“The City shall regulate OSU through an OSU Zone adopted as part of the Land Development Code. The OSU Zone shall establish permitted and conditional uses, permit procedures, mitigation measures as well as monitoring programs to ensure that the development allowances and restrictions contained in the OSU Zone are satisfied. The OSU Zone shall also contain provisions for amendment or adjustment to the OSU Zone if thresholds or restrictions are exceeded.”

This policy achieves the multiple objectives of policies 13.2.r, 13.2.3, 13.2.5, 13.2.6, 13.2.7, 13.2.8, but in a manner that is more concise and understandable. The policy achieves the following:

- Allows reference to one planning document, the OSU Zone. With a singular planning document that regulates the uses on the OSU campus, we will eliminate confusion for the public, the City and OSU over what rules and restrictions are enforceable and which rules or restrictions are not enforceable;
- Requires a list of permitted and conditional uses on the campus with associated permit procedures, mitigation measures and monitoring programs;
- Provides a method for adjustment or amendment if an identified threshold is exceeded; and
- It provides a Comprehensive Plan level guidance that can be implemented by the City through the OSU Zone without predetermining appropriate thresholds or schedules.

13.4.a, et al

In response to Commissioner Brown’s comments, some of the agricultural and open space land is actually located on the campus and is used by the public for open space and passive recreational use.

Commissioner Brown offered additional comments on March 28, 2016. As to those comments, we would like to offer a response on Policy 11.12. In particular, Commission Brown states that the effectiveness of OSU’s TDM is dependent on the location of parking facilities. The effectiveness of TDM measures is based on a wide variety of factors of which parking convenience is but one. To make this Policy more accurate related to parking, the amendment should state:

“The City encourages OSU to develop TDM strategies, and recognizes that location of on-campus parking in a campus environment depends on the intended multiple campus destinations of the user and convenient multi-modal travel options within the campus environment to meet that demand.”

Campus Master Plan

Commissioner Brown identifies an important issue in his question regarding the enabling policy for campus master plans. We concur that there is no enabling policy for campus master plans in the Comprehensive Plan and the Land Development Code does not have a procedure for approval or denial of such a plan. This regulatory

disconnect has led to great confusion on which document prevails, the OSU Zone or the un-adopted Master Plan. OSU proposes to cure this confusion through the use of the OSU Zone as the sole regulatory tool. Under this approach, OSU would make application to the City for a major adjustment application and the result would be the City's adoption of the new OSU zone as referenced in the policies above. Through the OSU Zone, the City would provide the single, comprehensive set of regulations, mitigation measures, procedures and monitoring requirements for the OSU campus. This proposal is consistent with the existing structure of the code and does not require a re-write of the Comprehensive Plan or the Land Development Code to address the "campus master plan." (*See City Council City Review Process for OSU Zoning Update, Work Session, November 12, 2015*).

In closing, we appreciate the opportunity to comment on these findings and policies that will be instrumental in our future development and operations. Our proposed amendments are designed to provide needed clarity, encourage best practices in land use and transportation planning, and encourage the adoption of regulations that permit, measure and monitor OSU impacts in a manner that is fair, transparent and achieves the City's, OSU's and the community's mutual livability objectives.

Sincerely,



Steve Clark
Vice President
University Relations and Marketing



Ron Adams
Interim Vice President
Administration

Possible New Policy Language Suggested by CAO

9.7.11 The City shall consider initiation of text amendments to the Land Development Code, including chapter 3.36, sufficient to ensure that OSU facilitates development of residential housing on OSU zoned land adequate to provide housing for its students, staff and faculty in order to sufficiently mitigate for the impacts of OSU enrollment growth on housing affordability in the community.

9.7.12 The City shall consider working with Benton County to put in place development standards for OSU-owned land within the Urban Fringe to ensure that OSU facilitates development of residential housing on OSU land in the Urban Fringe area adequate to provide housing for its students, staff and faculty in order to sufficiently mitigate for the impacts of OSU enrollment growth on housing affordability in the City and County.



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January 30, 2016

Ray: OSU failed to deal with growth

President gets raise; will donate it to university

JAMES DAY
CORVALLIS GAZETTE-TIMES

Oregon State University President Ed Ray said Friday the school deserves criticism for the way enrollment growth and the lack of a housing plan have affected Corvallis neighborhoods.

"Enrollment has grown at a pace that we didn't control," Ray said during a panel discussion on housing at a meeting of the OSU Board of Trustees. "We didn't have the controls in place, and there were a lot of dynamics in place with housing. Shame on us if you look at where we are now. How in the hell did we not realize we needed to have a conversation about housing?"



Ed Ray

OSU's Corvallis campus enrollment grew 21-percent in a five-year spurt, from 19,923 for the 2009-10 school year to 24,158 for 2013-14. That growth has leveled off, and Ray said he is sticking to his idea

that enrollment on the Corvallis campus should be capped at 28,000.

That surge has had a dramatic effect on Corvallis, with problems as wide-ranging as low vacancy rates and high prices, altered neighborhoods because of the addition of townhouses designed for students, parking, congestion and traffic as well as noise, trash and loud parties.

In 2011 the city of Corvallis and the university embarked on the Collaborate Corvallis project, which worked for three years before sunseting shortly after the newly assembled Board of Trustees came into being.

The panel discussion, which included a city housing official, neighborhood leaders, a Realtor and OSU's top housing official, in a way served as Collaboration

Corvallis 101 for the board, although much of the material was old news to many in the audience.

"I have a much better understanding of the issues now," said Trustee Paul Kelly of Portland. "This is something that we need to do more of as a board. And it's important that we don't view this panel as the end of the conversation. We need to continue to say on top of this challenge."

Kelly also thanked Corvallis resident Jeff Hess, who was in the audience, for raising the housing issue at previous board meetings.

Ray noted that the university's expired campus master plan, which was approved in 2004, "had nothing in it on housing" and added that in the work on the current update "we have to have our own conversation about housing and be attentive to it in a way we weren't a decade ago."

The new version of the master plan, which has been renamed the university district plan, was scheduled to be adopted by the City Council in August 2015, but the work has been put on hold amid land-use updates the city is in the midst of crafting as an aid to their review of the university plan.

There is no new timetable for the city's consideration of the blueprint, which is meant to guide the university's development for the next 10 years.

And the panelists seemed to recognize that it can be a challenge to make progress even when folks have the best intent.

Trish Daniels, a former Corvallis city councilor and planning commissioner as well as a work group leader during the Collaborate Corvallis, said that some of the project's "recommendations are still working their way through the board constrictor."

Dan Larson, executive director of University Housing and Dining Services, noted that OSU's plans for a public-private partnership to develop more on-campus housing have not borne fruit yet.

"It's not a fast process," Larson said. "We've been working on it for two years, but it's slow-moving."

TO: City Council for May 16, 2016 Council Meeting
 FROM: Mary Steckel, Public Works Director *MS*
 DATE: May 3, 2016
 THROUGH: Mark W. Shepard, P.E., City Manager *MWS*
 SUBJECT: Alley Public Right of Way Vacation Request



Action Requested:

Staff recommends Council adopt an ordinance to vacate the alley between SW Jefferson Avenue and SW Madison Avenue, between and parallel to SW 9th Street and SW 11th Street in accordance with Land Development Code Chapter 2.8, Vacating of Public Lands and Plats.

Discussion:

The right-of-way requested to be vacated is an alley that was originally established with the County Addition to the Town of Marysville plat in 1854. The application is attached, including referenced exhibits A through J. The alley runs north-south between SW Jefferson Avenue and SW Madison Avenue, between and parallel to SW 9th Street and SW 11th Street. The alley is approximately 300 feet long and 14 feet wide. This area was originally developed as a residential neighborhood with single family homes. More recently, this area has been zoned Oregon State University with a single private parcel zoned RS-12.

Chapter 2.8 of the Land Development Code requires that persons applying for vacation of public rights-of-way submit letters of consent from all abutting property owners and owners of not less than two-thirds of the area of real property associated with the vacation (see Exhibit G and H). OSU and Joanna Wilson (tax lot 2900 of Assessor's Map 11-5-35CCF) own all the property abutting the alley. Consent from OSU and Joanna Wilson exceeds two-thirds of the area of property associated with the vacation.

The Land Development Code also states that a vacation may be approved if the City Council finds that the request:

1. Is consistent with the purposes of LDC Chapter 2, policies of the Comprehensive Plan, and any other applicable policies and standards adopted by the City Council;
2. Will not negatively affect access between public rights-of-way or existing properties, potential lots, or public facilities/utilities;
3. Will not negatively affect existing or future transportation circulation or emergency service protection; and
4. Will serve the present and future public interest.

The petitioner has discussed the rationale for their request and states that the right-of-way is no longer needed for municipal purposes. Staff agrees that the right-of-way requested to be vacated is not needed for public access or connectivity, consistent with LDC and Comprehensive Plan policies. However, a public combined storm/sanitary sewer line and franchise utilities are located within the existing alley right-of-way. A utility easement to the City will be reserved through the vacation ordinance, if approved. OSU is proposing to grant a Utility Easement to the Franchise Utilities for the existing overhead lines within the alley.

Right-of-way that is vacated returns to the adjoining lots or parcels that were originally burdened with the right-of-way dedications. In this case, the portion of the alley located to the west of Tax Lot 2900 (full 14-foot width) will revert to Joanna Wilson while the remainder of the right-of-way will revert to OSU.

A reciprocal access easement is proposed over the entire alley to the west of Tax Lot 2900 in order to maintain access to Tax Lot 2900. The vacation will not negatively affect access between public rights-of-way. With the proposed access easement, existing properties will not be negatively affected.

OSU is currently in the process of constructing a private alley in place of the public alley. This will allow existing and future site circulation, provide for emergency access, and access to public and franchise utilities. The vacation of the public alley right-of-way will not negatively affect the ability to serve present and future public interests.

Budget Impact:

Vacation of the alley right-of-way will have an inconsequential impact on maintenance expenditures in the Street Fund.

Attachments:

Application for Vacation of Public Right-of-Way
Exhibit A, City of Corvallis Right-of-Way Vacation Legal Description
Exhibit B, Abutting Tax Lots
Exhibit C, Project Location Map
Exhibit D, Existing Zoning Designations
Exhibit E, Existing Comprehensive Plan Designations
Exhibit F, Existing Land Uses
Exhibit G, Vacation Notification Map
Exhibit H, Table of Affected Properties
Exhibit I, Existing Utilities
Exhibit J, Proposed and Existing Easements
Attachment K-1, Letter of Consent
Attachment K-2, Letter of Consent
Attachment L, Alley Vacation Ordinance

9th Street Alley Vacation

An Application for Vacation of Public Right-of-way

Submitted to:



**The City of Corvallis
501 SW Madison Avenue
Corvallis, OR 97333**

Submitted by:



**OSU Capital Planning and Development
100 Oak Creek Building
Corvallis, OR 97331**

**Joanna Wilson
202 SW 9th Street
Corvallis, OR 97333**

February 12, 2016

Narrative for the 9th Street Alley Right-of-way Vacation

SUMMARY OF THE REQUEST

The applicants, Oregon State University and Joanna Wilson, request the City to vacate approximately 0.09 acres of public right-of-way, currently a gravel alley, immediately west of SW 9th Street connecting SW Madison Avenue with SW Jefferson Avenue, (Attachments A & B). The original right-of-way was part of the County Addition to the Town of Marysville plat. The alley is now predominantly surrounded by University property and abutted by a historic property listed on the State of Oregon's register of historic places owned by Joanna Wilson.

To approve a vacation of public land, it must be found that the proposal complies with applicable sections of the Land Development Code (LDC) and does not harm the City or adjacent properties.

ATTACHMENTS

- A - Description of Alley Being Vacated*
- B - Map of Proposed Alley Right-of-Way Vacation*
- C - Project Location Map with Development Sectors*
- D - Existing Zoning Designations*
- E - Existing Comprehensive Plan Designations*
- F - Existing Land Uses*
- G - Vacation Notification Map*
- H - Table of Affected Properties*
- I - Existing Utilities*
- J - Proposed and Existing Easements*
- K - Consent Letters*

PURPOSE

Applicable Land Development Code Section:

Section 2.8.30 - PURPOSES

The procedures and review criteria established in this Chapter are used for vacating public lands and plats for the following purposes:

- a. **Permit vacating of public lands not needed for municipal purposes where consistent with the community land use policies and goals;**
- b. **Permit private ownership of public land where the proposed use of the lands promotes the public welfare; or**

c. **Permit vacating of all or part of undeveloped plats.**

The purpose of the proposed right-of-way vacation is to alleviate the city of maintenance responsibilities and to transfer land that is no longer needed for municipal purposes to the two adjacent property owners; Oregon State University and Joanna Wilson. Therefore, the request is consistent with LDC Section 2.8.30.a.

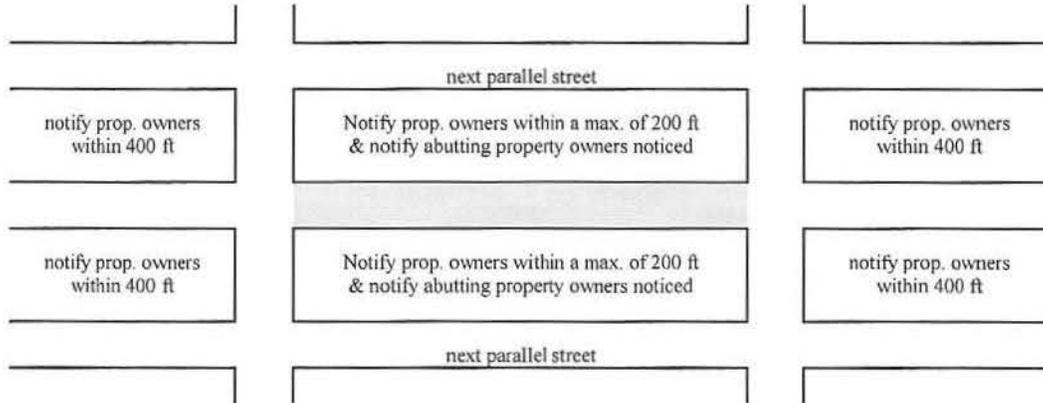
PROCEDURES

Applicable Land Development Code Section:

Section 2.8.40 - PROCEDURES

2.8.40.02 - Application Requirements

- a. Applications submitted by property owners shall be made on forms provided by the Director and shall be accompanied by a map of the area proposed to be vacated and other information necessary for an adequate review.
- b. At the time the application to vacate public land is submitted, the person(s) filing the application shall submit letter(s) of consent from affected property owners. For purposes of this Code and in compliance with ORS 271.080, as amended, affected property owners shall be defined as follows:
 1. All abutting property owners, and
 2. Owners of at least two-thirds of the real property associated with the Vacation. Real property, illustrated in Figure 2.8-1 - Real Property, is the land surrounding the street or street portion to be vacated, including:
 - a) Land extending laterally to the next street serving as a parallel street up to a maximum of 200 ft.; and
 - b) Land extending a distance of 400 ft. from the end of the area to be vacated up.
 3. When vacating part or all of a plat, consent of the owners of at least two-thirds of the land included in the proposed Vacation is required. An exception to this provision shall occur where the Vacation includes a street, in which case the requirements in "2," above, apply.



- c. **Consent of the affected property owners shall be submitted in writing, notarized, and duly acknowledged by the Director prior to scheduling of a public hearing for the requested Vacation.**
- d. **At the discretion of the City Engineer, the applicant may be required to remove or abandon utility connections prior to final approval.**

The applicants have submitted a map of the area proposed to be vacated, (Attachment B). A map and table showing the vacation notification area and affected properties is also provided, (Attachments G and H). Consent letters from adjacent property owners have been submitted, consistent with LDC Section 2.8.40.02.a, (Attachment K).

Affected property owners are considered to be those lots that abut the right-of-way, and those of lots that are 200-feet parallel to the vacation and 400-feet on either end of the vacation, (Attachments G). The applicants, Oregon State University and Joanna Wilson, own all three properties that abut the right-of-way proposed to be vacated. The applicants also own more than two-thirds of the affected property (71 percent), based on tax lot and plat data from Benton County (Attachment H). In order to achieve consistency with LDC Section 2.8.40.02.b.3, the applicants have documented consent on their behalf to vacate the subject right-of-way, (Attachment K). As a result, owners of 6.91 acres of the 9.74 acres of affected property, or 71 percent, have given their consent.

REVIEW CRITERIA

Applicable Land Development Code Section:

2.8.40.06 - Review Criteria

A Vacation may be approved if the City Council finds that the request meets the following criteria:

- a. Is consistent with the purposes of this Chapter, policies of the Comprehensive Plan, and any other applicable policies and standards adopted by the City Council;
- b. Will not negatively affect access between public rights-of-way or existing properties, potential lots, or public facilities/utilities;
- c. Will not negatively affect existing or future transportation circulation or emergency service protection; and
- d. Will serve the present and future public interest.

The subject right-of-way is a remnant from the original County Addition to the Town of Marysville plat. The vacated land will be transferred to the Oregon State Board of Higher Education and Joanna Wilson. Vacating the alley will not affect access for the abutting private properties, as each can be accessed from SW Jefferson Avenue, SW 9th Street, SW 11th Street, or SW Madison Avenue through a new access easement shown on Attachment J. Traffic circulation and emergency vehicle access will also be maintained via these public streets.

A public sanitary sewer line currently extends between SW Jefferson Avenue and SW Madison Avenue within the alley right-of-way. The applicant proposes granting the City a 15-foot wide maintenance and access easement over this facility. An overhead line easement also will be provided for private utility providers with existing infrastructure located in the alley (Attachment J).

Given the above, the alley right-of-way primarily serves only the abutting property owners and has limited public purpose. Therefore its removal will benefit the present and future public interest by reducing the city's maintenance burden and turning it back over to the two adjacent property owners.



W.L. LAUER - REGISTERED SURVEYOR #2558

720 NW 4th Street, Corvallis, Oregon 97330 Phone 541-757-9050; FAX 541-757-7578

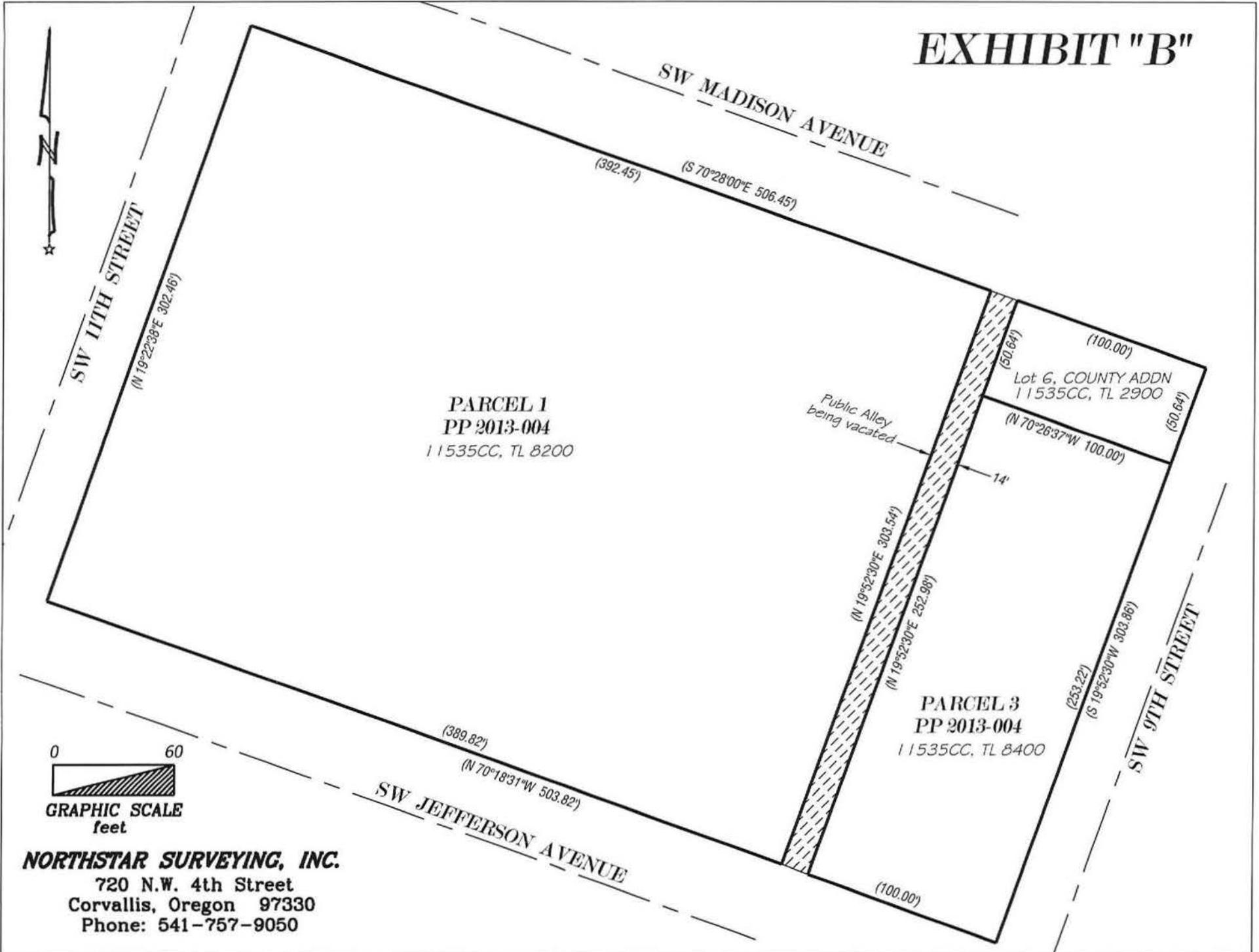
January 18, 2016

EXHIBIT "A"

DESCRIPTION OF PUBLIC ALLEY BEING VACATED

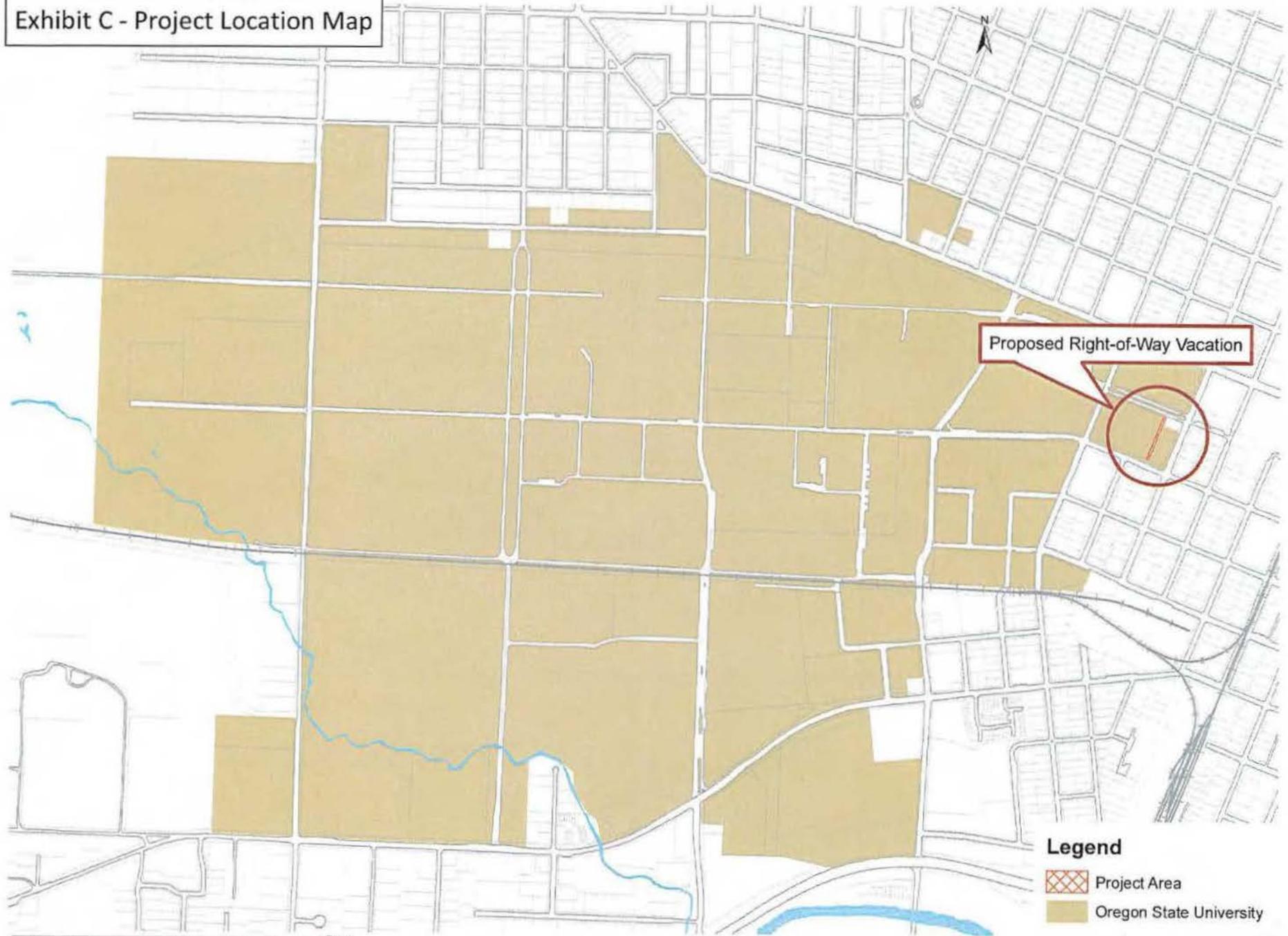
The full length of that 14 foot-wide public alley and right-of-way which bears N 19°52'30"E (per Partition Plat 2013-004) between SW Jefferson Avenue and SW Madison Avenue, in Section 35, Township 11 South, Range 5 West, Willamette Meridian, City of Corvallis, Benton County, Oregon.

EXHIBIT "B"



NORTHSTAR SURVEYING, INC.
 720 N.W. 4th Street
 Corvallis, Oregon 97330
 Phone: 541-757-9050

Exhibit C - Project Location Map



Proposed Right-of-Way Vacation

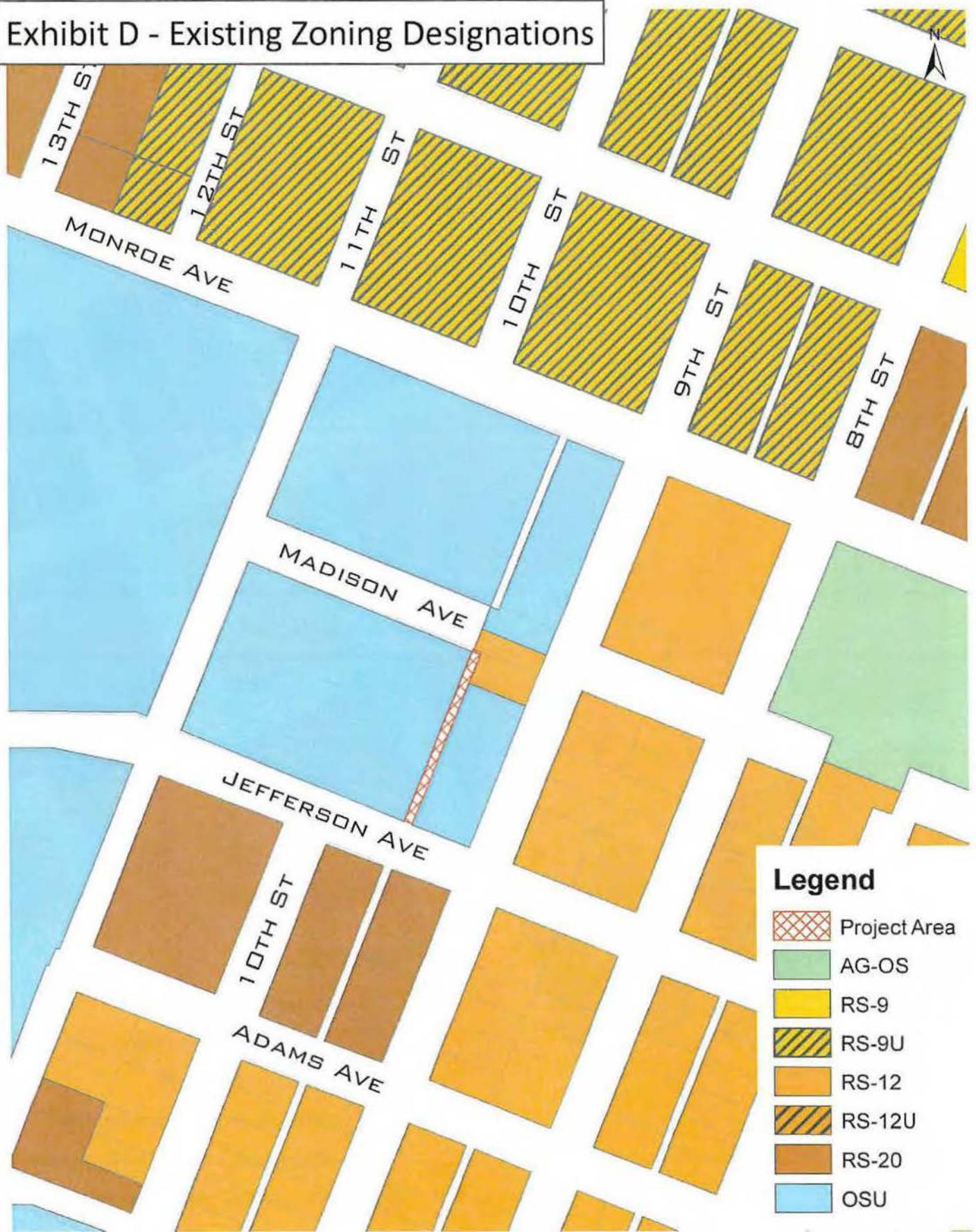
Legend

- Project Area
- Oregon State University

0 250 500 1,000 1,500 2,000 Feet

Date: 2/12/2016

Exhibit D - Existing Zoning Designations



Legend

- Project Area
- AG-OS
- RS-9
- RS-9U
- RS-12
- RS-12U
- RS-20
- OSU

Date: 2/12/2016

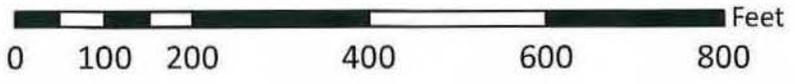
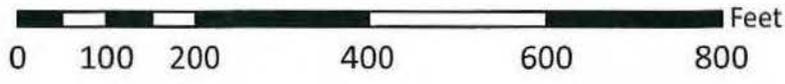
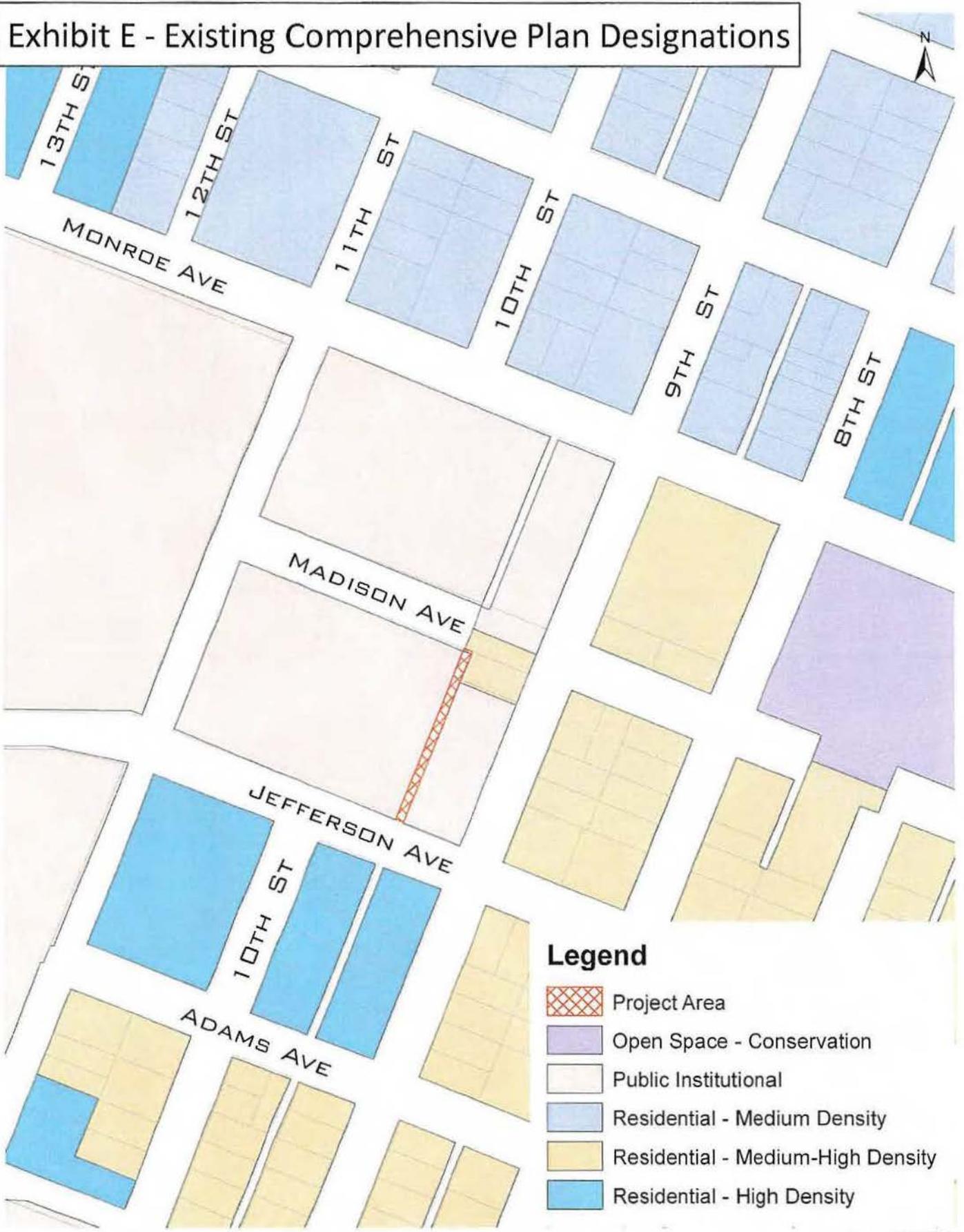
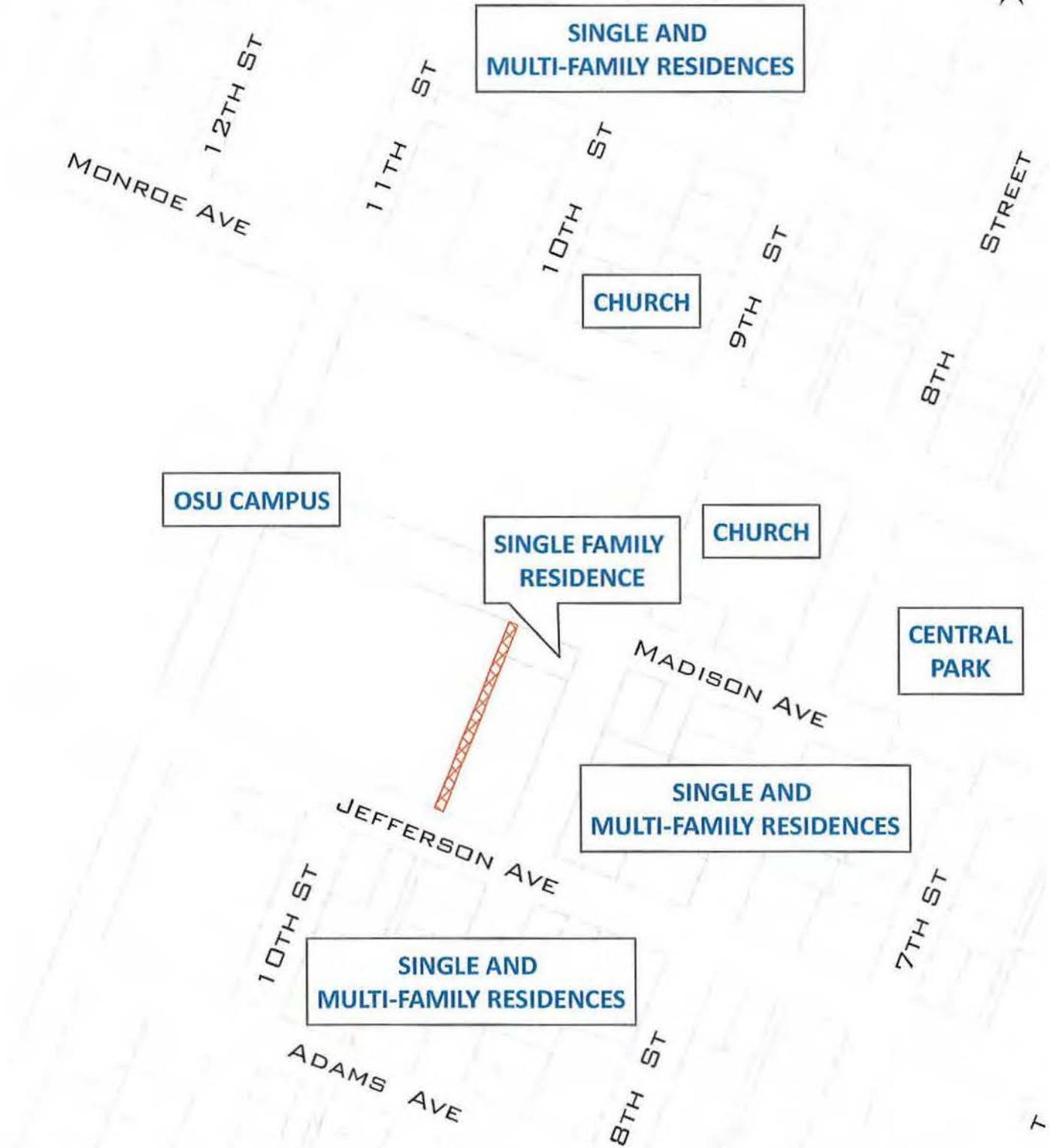


Exhibit E - Existing Comprehensive Plan Designations



Date: 2/5/2016

Exhibit F - Existing Land Uses



Legend

 Project Area

Date: 2/12/2016

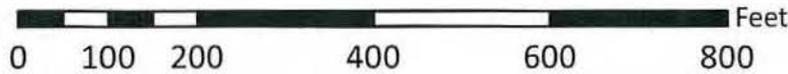


Exhibit G - Vacation Notification Map



Legend

-  Project Area
-  Vacation Notification Boundary

Date: 2/12/2016



Exhibit H - Table of Affected Properties

<i>Tax Map</i>	<i>Taxlot</i>	<i>Acres</i>	<i>Percent Owner</i>	<i>Property Address</i>	<i>Mailing Address</i>
11-5-35CC	02900	0.11	1% WILSON ROBERT E & JOANNA S, TR	202 SW 9TH ST CORVALLIS, OR 97333-4536	P O BOX 486, CORVALLIS, OR, 97339
11-5-35CC	05000	0.34	3% SSI APARTMENTS LLC %JOHNSON LUCRETIA S	915 SW ADAMS AVE CORVALLIS, OR 97333	77583 W HIGHWAY 82, WALLOWA, OR, 97885-8134
11-5-35CC	05100	0.11	1% DANIELSON JEANNE & ERIC	318 SW 9TH ST CORVALLIS, OR 97333	10334 NW ENGLEMAN ST, PORTLAND, OR, 97229
11-5-35CC	05200	0.10	1% COLLINS DOUGLAS M & KATHRYN,TR	312 SW 9TH ST CORVALLIS, OR 97333-4534	1920 NW BONNEY DR, CORVALLIS, OR, 97330
11-5-35CC	05300	0.13	1% COHNSTAEDT WILLIAM, TR	304 SW 9TH ST CORVALLIS, OR 97333	561 NW JACKSON ST, CORVALLIS, OR, 97330
11-5-35CC	05400	0.09	1% MOORE STEVEN & GREENFIELD LORI	950 TO 952 SW JEFFERSON AVE CORVALLIS, OR 97333	P O BOX 74, ALSEA, OR, 97324
11-5-35CC	05500	0.14	1% BURT KATHLEEN & JOHN	960 SW JEFFERSON AVE CORVALLIS, OR 97333-4505	960 SW JEFFERSON AVE, CORVALLIS, OR, 97333-4505
11-5-35CC	05600	0.12	1% CHARLES G HALL LLC	319 SW 10TH ST CORVALLIS, OR 97333	1547 APPLGATE ST, PHILOMATH, OR, 97370-9327
11-5-35CC	05700	0.14	1% JOHNSON LUCRETIA S,TR	329 SW 10TH ST CORVALLIS, OR 97333	77583 HWY 82, WALLOWA, OR, 97885
11-5-35CC	05800	0.21	2% JSS APARTMENTS LLC %JOHNSON LUCRETIA S	355 SW 10TH ST CORVALLIS, OR 97333	77583 W HIGHWAY 82, WALLOWA, OR, 97885-8134
11-5-35CC	05900	1.34	14% CAMPUS LIVING LLC	310 TO 322 SW 10TH ST CORVALLIS, OR 97333	P O BOX 6599, BEAVERTON, OR, 97007
11-5-35CC	06400	0.11	1% CORDEN STEVEN WHITNEY	1004 SW JEFFERSON AVE CORVALLIS, OR 97333-4502	3715 NE HWY 20, CORVALLIS, OR, 97330-9209
11-5-35CC	08200	2.72	28% OREGON STATE BOARD HIGHER ED	1030 TO 1050 SW MADISON AVE CORVALLIS, OR 97333	P O BOX 1086, CORVALLIS, OR, 97339-1086
11-5-35CC	08300	3.50	36% OREGON STATE BOARD HIGHER ED	UNASSIGNED CORVALLIS, OR	P O BOX 1086, CORVALLIS, OR, 97339-1086
11-5-35CC	08400	0.58	6% OREGON STATE BOARD HIGHER ED	UNASSIGNED CORVALLIS, OR	P O BOX 1086, CORVALLIS, OR, 97339-1086
			9.74 100%		

Exhibit I - Existing Utilities

Legend

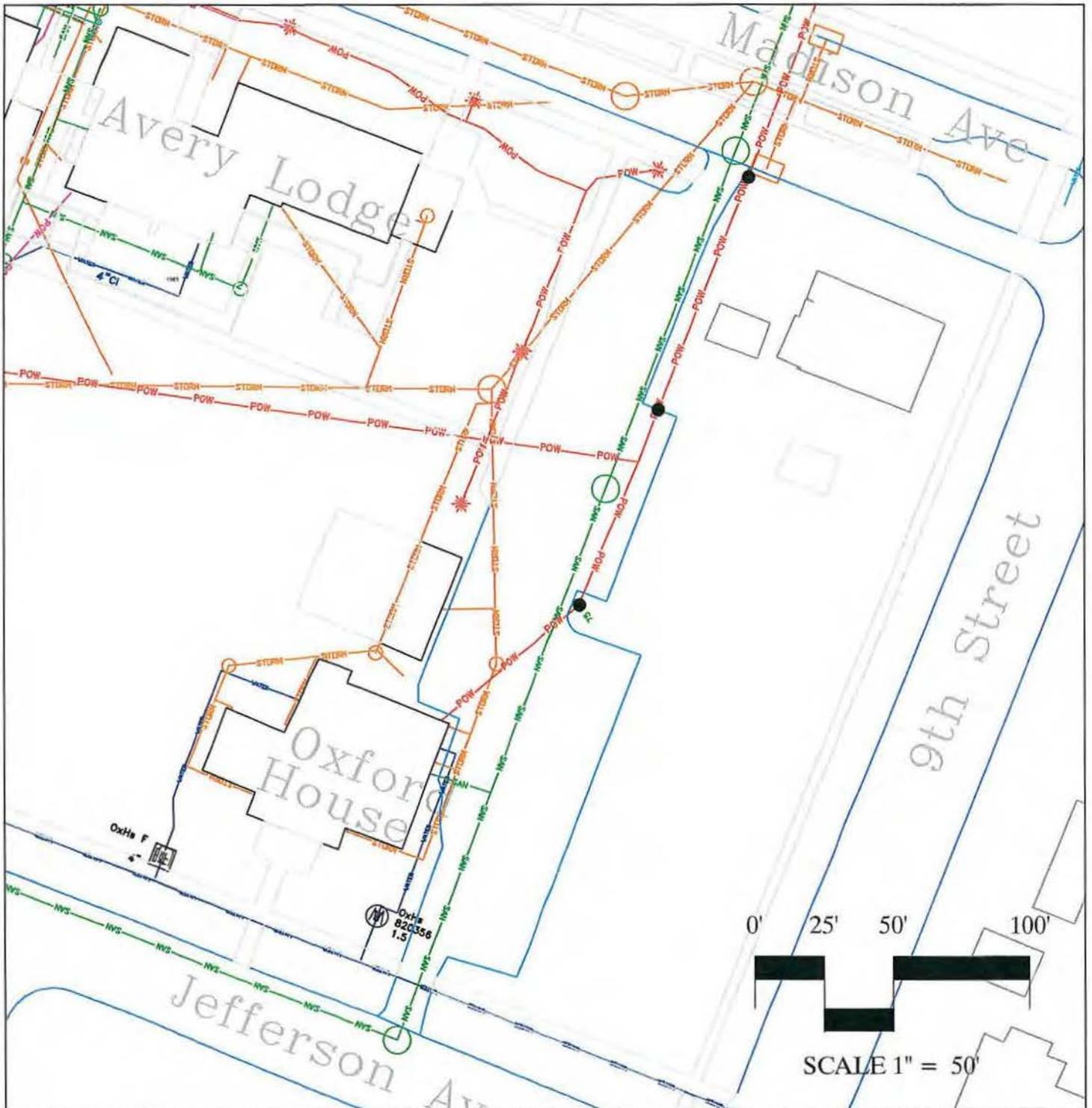
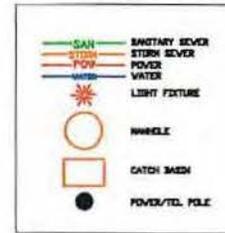
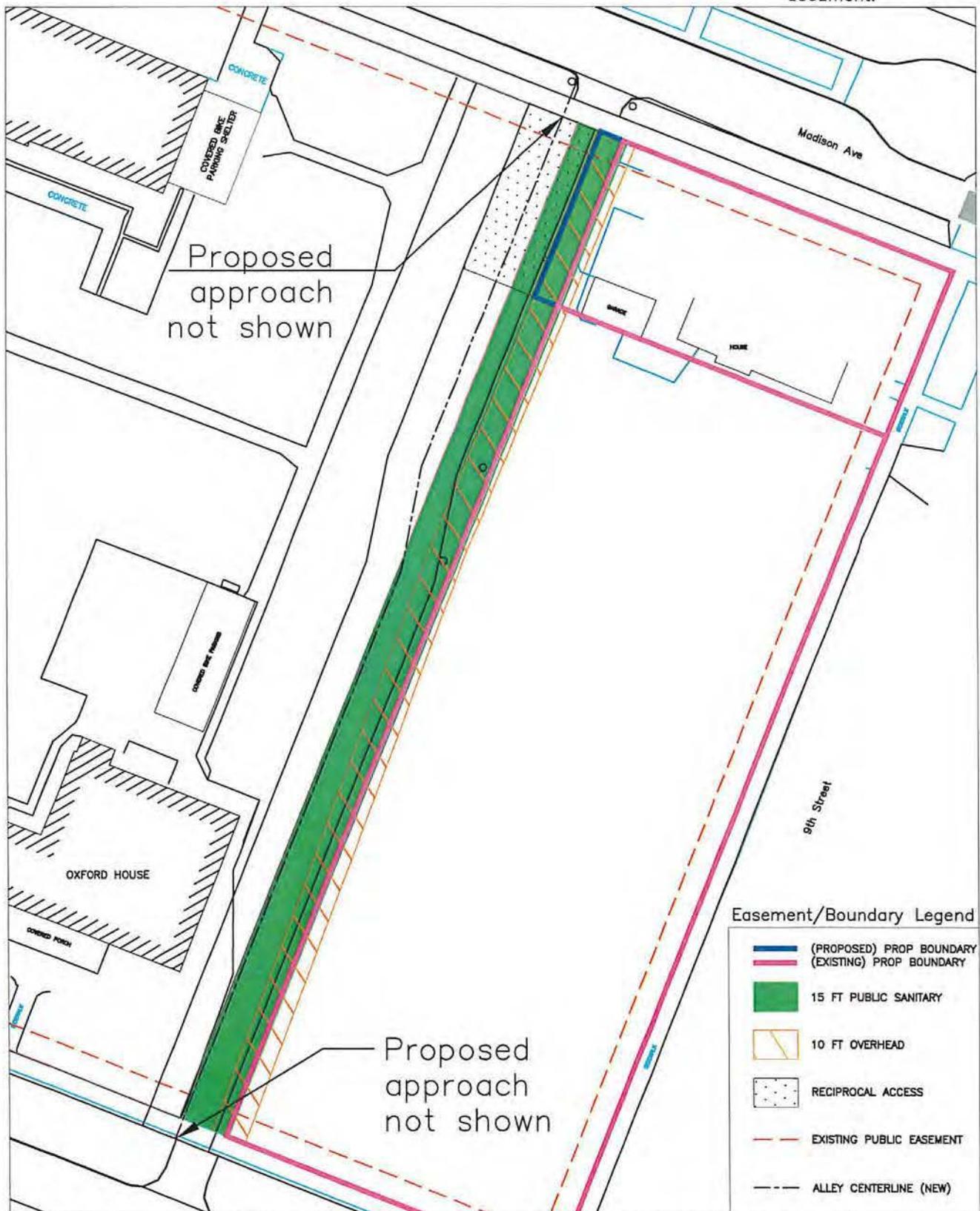


Exhibit J - Proposed and Existing Easements

Exhibit is for illustration only and not to be used or interpreted as a survey-grade document.



January 20, 2016

Attachment K-1

Mayor and City Council
City of Corvallis
501 SW Madison Avenue
Corvallis, OR 97333

SUBJECT: Vacation of public right-of-way between Madison and Jefferson near 9th Street

Dear Mayor Traber and Members of the City Council:

Oregon State University is interested in vacating approximately 0.09 acres of public right-of-way currently improved as a gravel alley, immediately west of SW 9th Street connecting SW Madison Avenue with SW Jefferson Avenue in Corvallis, Oregon. The purpose of the vacation is to transfer land that is no longer needed for municipal purposes. The land was originally part of the County Addition to the Town of Marysville plat. The alley is now predominantly surrounded by University property and abutted by a historic property listed on the State of Oregon's register of historic places owned by Joanna Wilson. The land is better suited to serving the needs of the University and other abutting property owner, Joanna Wilson. If approved, the vacated right-of-way would be transferred to the abutting property owners, in this case the University and Joanna Wilson.

Under the City of Corvallis Land Development Code provisions, applicants are required to notify the owners of specific neighboring properties and obtain their concurrence to vacate any public right-of-way. This letter serves as consent from Joanna Wilson supporting the vacation of public right-of-way.

Consent is hereby given for the following affected map and tax lot, owned by Joanna Wilson:

Map 11-5-35CC, Tax Lot 2900

Property owner: Joanna Wilson

Consent by (please sign): *Joanna Wilson*

Name and Title (please print): Joanna S. Wilson, Historic Property Owner

Date: January 20, 2016

State of OREGON
County of Benton

Signed and sworn to (or affirmed) before me on January 20, 2016 by
Joanna S. Wilson

Leslie Paige Olsen
Notary Public - State of Oregon
Exp 5-10-19



February 12, 2016

Attachment K-2

Mayor and City Council
City of Corvallis
501 SW Madison Avenue
Corvallis, OR 97333

SUBJECT: Vacation of public alley right-of-way between Madison and Jefferson near 9th Street

Dear Mayor Traber and Members of the City Council:

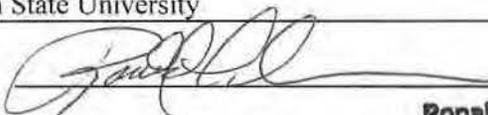
Oregon State University is interested in vacating approximately 0.09 acres of public right-of-way currently improved as a gravel alley, immediately west of SW 9th Street connecting SW Madison Avenue with SW Jefferson Avenue in Corvallis, Oregon. The purpose of the vacation is to transfer land that is no longer needed for municipal purposes. The land was originally part of the County Addition to the Town of Marysville plat. The alley is now predominantly surrounded by University property and abutted by a historic property listed on the State of Oregon's register of historic places owned by Joanna Wilson. The land is better suited to serving the needs of the University and other abutting property owner, Joanna Wilson. If approved, the vacated right-of-way would be transferred to the abutting property owners, in this case the University and Joanna Wilson.

Under the City of Corvallis Land Development Code provisions, applicants are required to notify the owners of specific neighboring properties and obtain their concurrence to vacate any public right-of-way. This letter serves as consent from Oregon State University and the Oregon State Board of Higher Education supporting the vacation of public right-of-way.

Consent is hereby given for the following affected map and tax lots, owned by the Oregon State Board of Higher Education:

Map 11-5-35CC, Tax Lots 8200, 8300, 8400

Property owner: Oregon State University

Consent by (please sign): 

Name and Title (please print): Ronald L. Adams
Interim VP for Administration

Date: Feb 15, 2016

State of OREGON
County of Benton

Signed or attested before me on February 15, 2016 by Ronald L. Adams


Notary Public – State of Oregon



ORDINANCE 2016-___**AN ORDINANCE RELATING TO THE VACATION OF ALLEY RIGHT-OF-WAY BETWEEN SW 9TH STREET AND SW 11TH STREET, FROM SW JEFFERSON AVENUE TO SW MADISON AVENUE**

WHEREAS, the City Council, at its regular meeting of May 2, 2016 scheduled a public hearing for May 16, 2016 at 6:30 p.m. in the Downtown Fire Station Meeting Room, 400 NW Harrison Boulevard, Corvallis, Oregon. The purpose of the hearing was to hear objections regarding the proposed vacation of an alley initiated by Oregon State University. Proof of public hearing notice publication in the Corvallis Gazette-Times, a newspaper of general circulation published in Corvallis, on May 2, 2016 and May 9, 2016 has been made and filed with the City Recorder.

WHEREAS, the City Council has held that public hearing and has heard and considered any and all objections; and

WHEREAS, based on the information presented, the City Council finds that except for a utility easement to maintain access for an existing public combines sanitary/sewer line, the subject portion of alley is no longer needed for public purposes; and

WHEREAS, based upon the information presented, the City Council finds that vacating the subject portion of alley:

1. Is consistent with the purposes of this Chapter, policies of the Comprehensive Plan, and any other applicable policies and standards adopted by the City Council;
2. Will not negatively affect access between public rights-of-way or existing properties, potential lots, or public facilities/utilities;
3. Will not negatively affect existing or future transportation circulation or emergency service protection; and
4. Will serve the present and future public interest.

NOW THEREFORE, THE CITY OF CORVALLIS ORDAINS AS FOLLOWS:

Section 1. As provided herein, that portion of alley described more fully below, as further illustrated in Exhibit A, to this Ordinance (incorporated by this reference as part of this Ordinance as if fully set out), is vacated and from the effective date of this Ordinance is no longer a public way.

Section 2. The description of the portion of the alley subject to this Ordinance is:

A tract of land in Section 35 of Township 11 South, Range 5 West of the Willamette Meridian, Benton County, City of Corvallis, Oregon, and being described as follows:

The full length of that 14 foot-wide public alley and right-of-way which bears N 19°52'30"E (Per Partition Plat 2013-004) between SW Jefferson Avenue and SW Madison Avenue.

Therefore, these portions of vacated right-of-way shall revert to the adjacent property in the following manner:

The northern N 19°52'30"E 50.64-feet, 14-feet in width, of Legal Description of Property Being Vacated by the City of Corvallis and Combined with Lot 6 of Block 29 of the County Addition of Benton County, Oregon (reverts to Joanna Wilson).

The southern N 19°52'30"E 252.98-feet, 14-feet in width, of Legal Description of Property Being Vacated by the City of Corvallis and Combined with Parcel 3 of Partition Plat 2013-004 of Benton County, Oregon (reverts to Oregon State University).

Section 3. Concurrent with this vacation, the City of Corvallis reserves a Utility Easement over the entirety of the said portion of Alley Right-of-Way. The Utility Easement is to benefit the City by maintaining access to an existing public combined sanitary/storm line.

Section 4. A certified copy of this vacation ordinance will be filed for record with the County Recorder, by the City, consistent with requirements outlined in Land Development Code Section 2.8.50.

Section 5. This vacation shall take effect upon the effective date of this Ordinance.

PASSED by the City Council this _____ day of _____, 2016.

APPROVED by the Mayor this _____ day of _____, 2016.

EFFECTIVE this _____ day of _____, 2016.

Mayor

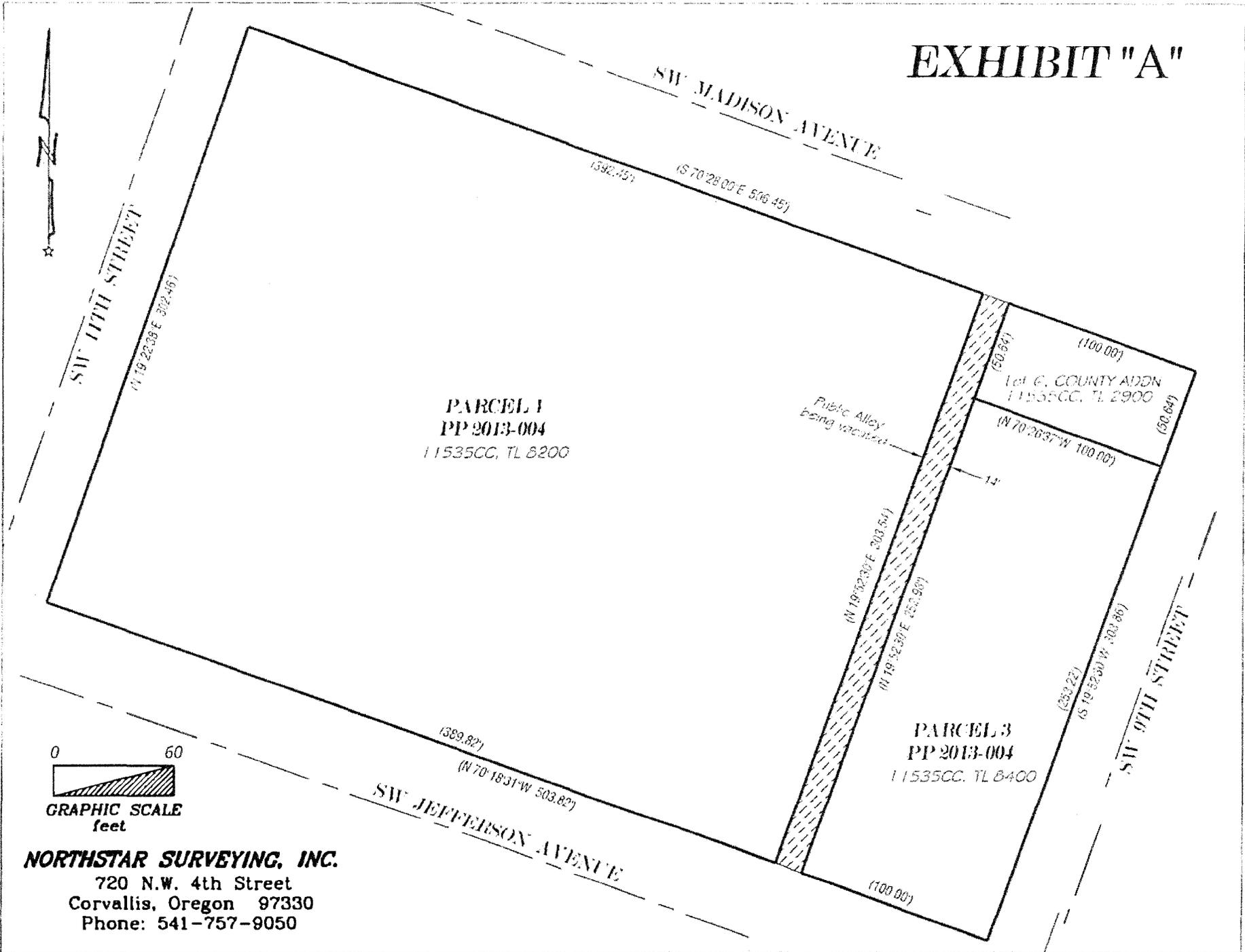
ATTEST:

City Recorder

EXHIBIT "A"

Ordinance 2016- - Vacation of Alley Right-of-Way

Page 3 of 3



NORTHSTAR SURVEYING, INC.
 720 N.W. 4th Street
 Corvallis, Oregon 97330
 Phone: 541-757-9050

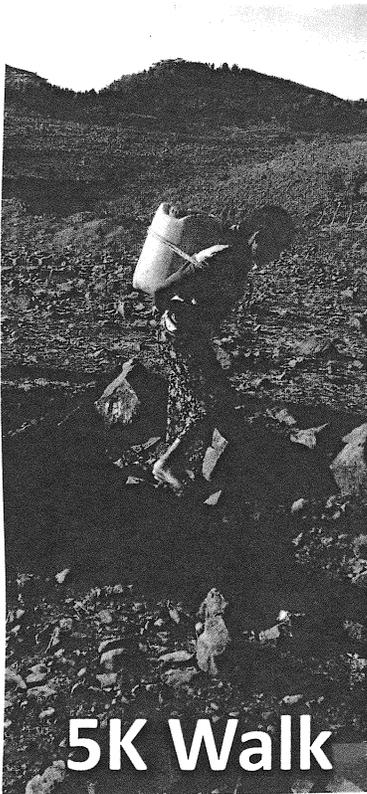
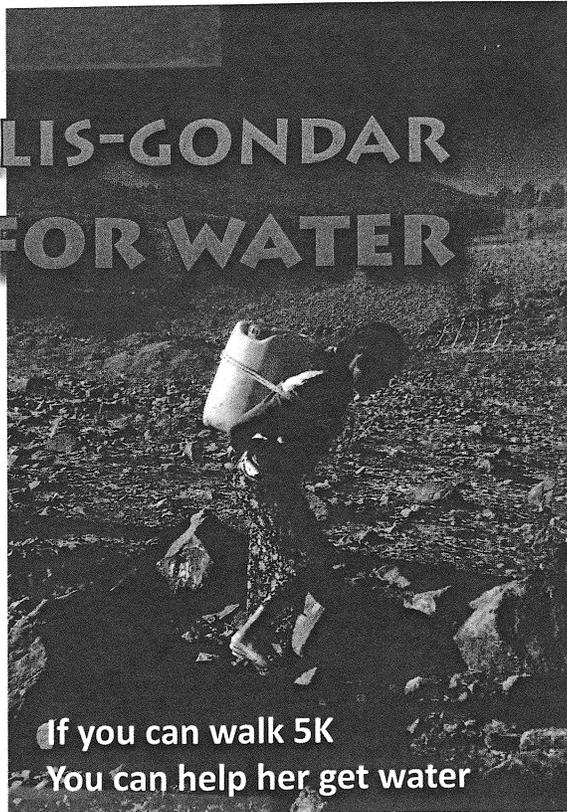


CORVALLIS-GONDAR WALK FOR WATER

**Benton County Fairgrounds
Corvallis, Oregon
May 21st, 2016**

- 8:30am – Register or check-in
- 9:30am – 5K walk begins
- 10:00am to 1:00pm – "Market Village" food, music, and kids area
- Cost: \$10 for individual walkers
\$30 for family walkers

To Walk for Water, register online:
www.corvalliswalk4water.com




CORVALLIS-GONDAR WALK FOR WATER

Walk for Water is organized by the Corvallis-Gondar Sister Cities Association. All proceeds raised from this event will go directly toward costs to construct wells for people in Gondar, Ethiopia. You can make a difference tomorrow by walking today. Register online and Walk for Water!
www.corvalliswalk4water.com



Community Comments
May 16, 2016

Richard Raymond

Corvallis

Representing Corvallis-Gondar Sister Cities Association
Wells Project

+Project started in 2010

+Raise money to fund the construction of drinking water wells in Gondar, Ethiopia

+About 50 villages and neighborhoods surrounding Gondar have no source of Clean water

+We have funded to date the construction of 17 wells that provide clean water to about 10,000 people who did not have it

+The wells provide other benefits: provide jobs for construction workers, enable villages to build and open schools, provide the opportunity for farmers to irrigate their fields, allow girls to spend less time getting water so they are able to go to school.

+The average distance girls walk to get water in Ethiopia is about 5 km.

Our annual fundraiser, the Corvallis-Gondar Walk for Water, will be held this Saturday, May 21, at the Benton County Fairgrounds. At this event we will all walk 5 km to raise money to continue our work building wells in Gondar.

We invite you to join us.

Thank you.

From: Ward 2
Sent: Monday, May 16, 2016 3:44 PM
To: Holzworth, Carla
Subject: Fwd: Corvallis Housing First

For the record.

----- Forwarded Message -----

From: Gregg Oberlin
To: mayorandcitycouncil Sent: Mon, 16 May 2016 13:36:10 -0700 (PDT)
Subject: Corvallis Housing

First Dear Mayor and City Council,

I would like to request that you defund Corvallis Housing First's winter men's shelter on SW 4th St. I have had many complaints from my tenant about homeless men gathering there during the winter before it opens (things are better now when it is closed). It has been a public nuisance since it's inception. I would cite another property owner's lawsuit as further proof of that. Its presence downtown has had a very negative effect on the neighborhood. Corvallis Housing First has proven that they do not know how to properly deal with this population of chronically homeless men. There is no effort to move these men toward sobriety; they are simply enabling bad behavior. Anyone familiar with alcohol treatment will agree that enabling is the worst thing to do. A softer, easier approach like this is attractive to active alcoholics and addicts and they have been coming here from other places. Someone from Corvallis Housing First recently presented a petition here before the Council signed by homeless men in order to undermine and sabotage Community Outreach's efforts at starting a winter shelter. This is reprehensible. Another reason to defund them.

Community Outreach, on the other hand, has a track record of successful programs. They have proven that they know what they are doing and I fully support them. They have case management and if they operate a winter shelter, I am confident that they will provide a much more professional and useful approach and if the City funds any shelter, it should be Community Outreach, not Corvallis Housing First. Another big issue is the location of the shelter itself. It is obvious that this is an unsuitable location for this type of use. Before ever resorting to the city council, I personally, as well as others have tried to reason with their board about moving. They stubbornly refuse to even discuss it. They see no problem at all with housing sex offenders and mentally unstable drug addicts in the same neighborhood as children. Many of these men have criminal records. I ask you, who would want their children or grandchildren to live near a facility like this? Another reason to defund them.

I urge the Council to review and modify zoning to restrict locations for homeless shelters so this never happens again. Finally, I do not understand why the property nuisance code does not apply to this shelter. With all the police calls there, why do we have a nuisance code that is not enforced? This is a much more serious nuisance than college students.

Gregg Oberlin

May 15, 2016

Dear Mayor Traber and Councilors,

I'm here to urge that you fund Community Outreach (COI) and NOT Housing First (CHF) to run a Men's Cold Weather Temporary Shelter in a location other than 4th Street. COI has a proven track record when it comes to providing these services in a safe and professional way, very unlike CHF, who have been dishonest and unwilling to take responsibility for the consequences of their presence in the neighborhood and downtown. While their intentions are noble, their volunteer-run program simply does not suffice.

I would also strongly urge you to take up the issue of zoning changes relative to where shelters can be located. I would like to see this addressed prior to this fall's elections, so that we, the citizens, know where you all stand on this important issue.

As you know, property values in the neighborhood adjacent to the current shelter have dropped based solely on the location of CHF's Winter Shelter. The Nuisance Code, for some reason, does not seem to apply to CHF, even though the police receive multiple weekly calls throughout the months of their operation. Apparently, the shelter being called "temporary" excludes them from being responsible, but I would argue that 5 years in a row is not temporary.

I realize that the homeless (and especially the chronic homeless) issues we face in Corvallis are not only the responsibility of the city, but of the county as well. But the location of this type of a shelter affects our city's vitality, livability, and preservation of our neighborhoods and historic districts. Please support COI in funding the Men's Cold Weather Shelter.

Thank you for listening to my concerns,

Julie Blair

Corvallis

**LWV Corvallis**

PO Box 1679, Corvallis, OR 97339-1679

541-753-6036 • <http://www.lwv.corvallis.or.us>

May 11, 2016

To: Mayor Traber, Members of the City Council, and City Manager Mark Shepard

From: League of Women Voters of Corvallis, Laura Lahm Evenson, President

Re: Citizen Participation in Government Decision-making

A main principle of the League of Women Voters is that democratic government depends upon informed and active participation in government and requires that governmental bodies protect the citizen's right to know by giving adequate notice of proposed actions, holding open meetings and making public records accessible.

Residents of the City of Corvallis have embraced this citizen participation principle and have wholeheartedly engaged in government decision-making over the years. This was demonstrated most recently in the good turnout for the Imagine Corvallis 2040 Community Visioning meetings. Another improvement for which the City Manager should be commended is the recent hiring of a Public Information Officer. This officer should help elicit input from as well as inform community members.

League is concerned, however, about several issues where the open and transparent government principle has been given short shrift. First is the language in the recently signed Memorandum of Agreement with Oregon State University which states that the Oregon open meeting laws do not apply. Even if this is legal, it goes against the involved citizenry expectations described in the Corvallis 2020 Vision: "...Corvallis will be...blessed with an involved citizenry that actively participates in public policy and decision making...".

We are also concerned that the City does not have a Committee for Citizen Involvement (CCI) as required by State Land Use Goal One. The Public Participation Task Force (PPTF) established by the 2013-14 City Council to work on its Citizen's Right to Know/Citizen Participation goal recommended the creation of a Community Involvement and Diversity Advisory Board (CIDAB). This board would sunset the inactive CCI, and assume the Goal One responsibility but would have a broader scope and responsibilities, including diversity and inclusion. The Council agreed with this recommendation but the CIDAB has never been activated.

In order to improve citizen participation in government decision-making, the PPTF recommended Advisory Boards for Transportation Systems (would bring together bicycle, pedestrian, and transit), Water Systems, and Public Safety. These are areas where many projects and programs require large expenditures but where there is no citizen advisory board to discuss and provide input on proposed projects. League believes these recommended Boards should be established because there are knowledgeable citizens who could provide valuable input to the decision-making in these crucial areas.

Finally, we believe that Council has to be diligent operating in the new meeting structure—to ensure that there will always be adequate time for citizens to help vet proposals. It must make sure that issues that might not seem important do not go to Council without being discussed at a

work session. For example, the new fee schedule for Land Development Applications went directly to Council for a decision. This year only minor fee increases were recommended; however, only community members paying careful attention to Council agendas would have known that Council was voting on this change.

Making citizen participation a PRIORITY may take away efficiency from government decision-making, but in the long run, it results in better outcomes and a healthier community where people want to live, work and play.

5/5



SILENCE

To **HONOR** those who have been injured or killed by motorist.
To **RAISE AWARENESS** that we are here.
To ask that we all **SHARE THE ROAD**

Wednesday, May 18 @ 6:30 pm

Ride begins promptly at 7PM. and No faster than 10 mph

Meeting Place: Osborn Aquatic Center

Helmets required