



**CORVALLIS
CITY COUNCIL AGENDA**

**May 17, 2010
12:00 pm and 7:00 pm**

**Downtown Fire Station
400 NW Harrison Boulevard**

COUNCIL ACTION

PLEDGE OF ALLEGIANCE

I. ROLL CALL

II. CONSENT AGENDA [direction]

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 citizen 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 3, 2010
 - 2. For Information and Filing (Draft minutes may return if changes are made by the Board or Commission)
 - a. Airport Commission– April 6, 2010
 - b. Bicycle and Pedestrian Advisory Commission – April 2, 2010
 - c. Citizens Advisory Commission on Transit – April 14, 2010
 - d. Committee for Citizen Involvement – April 1, 2010
 - e. Corvallis-Benton County Public Library Board – March 31, 2010
 - f. Downtown Parking Committee – April 6, 2010
 - g. Historic Resources Commission – April 13, 2010
 - h. Housing and Community Development Commission – April 21, 2010
 - i. Planning Commission – April 21, 2010
- B. Announcement of Appointments to Airport Commission Airport Industrial Park Subcommittee (Brown, Berklund, Gerding, York, Zoeller)
- C. Schedule public hearings for June 7, 2010, to consider State Revenue Sharing Funds for Fiscal Year 2010-2011 and a Fiscal Year 2010-2011 budget

- D. Approval of an application for a "Limited On/Off Sales" liquor license for Ian Johnson, Owner/Manager of LUC, LLC, dba LUC, 134 SW Fourth Street (Change of Ownership)
- E. Approval of an application for a "Limited On-Premises Sales" liquor license for Karla Garrett and Rich Carone, owners of Epic Day Spa, LLC, dba Epic Day Spa, 517 SW Second Street (New Outlet)
- F. Approval of an application for a "Full On-Premises Sales" liquor license for William Smith and Erin Rutland, owners of Restaurant Group of Corvallis, Inc., dba Señor Sam's Fresh Mex Grill and Wanted Saloon, 1403 NW Third Street (Change of Ownership)
- G. Authorization to proceed with application for a 2010 Edward Byrne Memorial Justice Assistance Grant
- H. Schedule an Executive Session following the regular noon meeting under ORS 192.660(2)(d)(h) (status of labor negotiations; status of pending litigation or litigation likely to be filed)

III. ITEMS REMOVED FROM CONSENT AGENDA

IV. UNFINISHED BUSINESS

V. MAYOR, COUNCIL, AND STAFF REPORTS

- A. Mayor's Reports [information]
 - 1. Proclamation of Public Works Week – May 16-20, 2010
 - 2. Proclamation of Get There Another Way Week – May 24-28, 2010
 - 3. Proclamation of Sister Cities Week – May 30 - June 5, 2010
- B. Council Reports
- C. Staff Reports [information]
 - 1. Corvallis Daytime Drop-In Center Third Quarterly Report
 - 2. City Manager's Report – April 2010
 - 3. Council Request Follow-up Report – May 13, 2010

VI. VISITORS' PROPOSITIONS – 7:00 pm *(Note that Visitors' Propositions will continue following any scheduled public hearings, if necessary and if any are scheduled)* [citizen input]

VII. PUBLIC HEARINGS – 7:30 pm

- A. A public hearing to consider land use applications expiration extension
ACTION: An ordinance relating to approved land use decisions, and declaring an emergency, to be read by the City Attorney [direction]

VIII. & IX. STANDING COMMITTEE REPORTS, ORDINANCES, RESOLUTIONS, AND MOTIONS

- A. Human Services Committee – May 4, 2010
1. Liquor License Annual Renewals [direction]
 2. Majestic Theatre Annual Report [direction]
- B. Administrative Services Committee – May 5, 2010
1. Economic Development Allocations Orientation [information]
 2. Sustainability Initiative Fees (evening meeting) [direction]
- C. Urban Services Committee – May 6, 2010
1. Council Policy Review: CP 95-7.12, "Integrated Vegetation Pest Management (IVPM) Program" [direction]
 2. SW Eighth Street Parking (evening meeting) [direction]
- D. Other Related Matters
1. *A resolution reimbursing certain capital expenditures out of the proceeds of obligations to be issued in connection with the acquisition, construction, and installation of various capital projects, to be read by the City Attorney* [direction]

X. NEW BUSINESS

- A. Corvallis Sister Cities Association presentation (immediately after Consent Agenda) [information]

XI. ADJOURNMENT

For the hearing impaired, a sign language interpreter can be provided with 48 hours' notice prior to the meeting. Please call 541-766-6901 or the Oregon Communications Relay Service at 7-1-1 to arrange for TTY services.

A LARGE PRINT AGENDA CAN BE AVAILABLE BY CALLING 541-766-6901

A Community That Honors Diversity



CITY OF CORVALLIS
ACTIVITY CALENDAR

MAY 17 - JUNE 5, 2010

MONDAY, MAY 17

- ▶ City Council - 12:00 pm and 7:00 pm - Downtown Fire Station, 400 NW Harrison Boulevard
- ▶ Parks and Recreation - 5:00 pm - Library Meeting Room, 645 NW Monroe Avenue (Herbert Farm/Natural Area Management Plan)

TUESDAY, MAY 18

- ▶ Human Services Committee - 12:00 pm - Madison Avenue Meeting Room, 500 SW Madison Avenue

WEDNESDAY, MAY 19

- ▶ Housing and Community Development Commission - 12:00 pm - Madison Avenue Meeting Room, 500 SW Madison Avenue
- ▶ Administrative Services Committee - 3:30 pm - Madison Avenue Meeting Room, 500 SW Madison Avenue
- ▶ Planning Commission - 7:00 pm - Downtown Fire Station, 400 NW Harrison Boulevard

THURSDAY, MAY 20

- ▶ Urban Services Committee - 4:00 pm - Madison Avenue Meeting Room, 500 SW Madison Avenue
- ▶ Parks, Natural Areas, and Recreation Board - 6:30 pm - Downtown Fire Station, 400 NW Harrison Boulevard

SATURDAY, MAY 22

- ▶ Government Comment Corner (host to be determined) - 10:00 am - Library Lobby, 645 NW Monroe Avenue

TUESDAY, MAY 25

- ▶ Commission for Martin Luther King, Jr. - 12:00 pm - City Hall Meeting Room A, 501 SW Madison Avenue

WEDNESDAY, MAY 26

- ▶ Corvallis Forest Tour - 5:00 pm - meet at City Hall (501 SW Madison Avenue) (pre-registration required)

SATURDAY, MAY 29

- ▶ No Government Comment Corner

MONDAY, MAY 31

- ▶ City Holiday - all offices closed

TUESDAY, JUNE 1

- ▶ Ward 6 Meeting (Councilor Joel Hirsch) - 7:00 pm - Osborn Aquatic Center, 1940 NW Highland Drive (City sponsored)

WEDNESDAY, JUNE 2

- ▶ Planning Commission - 7:00 pm - Downtown Fire Station, 400 NW Harrison Boulevard
- ▶ Library Board - 7:30 pm - Library Board Room, 645 NW Monroe Avenue

THURSDAY, JUNE 3

- ▶ Committee for Citizen Involvement - 7:00 pm - Madison Avenue Meeting Room, 500 SW Madison Avenue

FRIDAY, JUNE 4

- ▶ Bicycle and Pedestrian Advisory Commission - 7:00 am - Madison Avenue Meeting Room, 500 SW Madison Avenue

SATURDAY, JUNE 5

- ▶ Government Comment Corner (Councilor David Hamby) - 10:00 am - Library Lobby, 645 NW Monroe Avenue

**CITY OF CORVALLIS
COUNCIL ACTION MINUTES
May 3, 2010**

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Decisions/Recommendations
Consent Agenda Pages 235-236			
Consent Agenda Items Removed 1. Executive Session - Pending litigation Page 236	Yes		
Mayor's Report 1. National Historic Preservation Month 2. Older Americans Month 3. Building Safety Month 4. Drinking Water Week 5. Public Service Recognition Week 6. National Police Week 7. Councilors' recognition of service 8. Economic Development Pages 236-238	Yes Yes Yes		<ul style="list-style-type: none"> • Proclaimed • Proclaimed • Proclaimed • Proclaimed
Council Reports 1. MATF Spring Garden Festival (Daniels) 2. 2007 City budget article (Brown) 3. Earth Week activities (Raymond) 4. Local Food Breakfast (Raymond) 5. Teen Idol (Raymond, Beilstein) 6. CARDV fund raising (Raymond) 7. Ward 7 communications (Raymond) 8. Growing/Processing food (Hervey) 9. Master Gardener's plant sale (Hervey) 10. Council minutes correction (Hervey) 11. Natural Step presentation (Hervey) 12. NAACP banquet (Beilstein) 13. That's My Farmer program (Beilstein) 14. Ward 6 meeting (Hirsch) 15. daVinci Days musical groups (Hirsch) Pages 238-239, 240-241	Yes Yes Yes Yes Yes Yes Yes Yes Yes Yes Yes Yes Yes Yes Yes		
Visitors' Propositions 1. CCF role - library youth issues (Stambuk, Falck) 2. Marine Reserves (Gaylord) Pages 239-240	Yes Yes		

Agenda Item	Information Only	Held for Further Review	Decisions/Recommendations
Staff Reports 1. Council goals update 2. CRFR - April 29, 2010 3. City employee volunteer hours Page 241	Yes Yes Yes		
HSC Meeting of April 20, 2010 1. Boys and Girls Club annual report 2. CMC Review: Chapter 5.03, "Offenses" (Smoking Enforcement Hiatus) Page 242			<ul style="list-style-type: none"> • Accepted report <u>passed U</u> • Continued hiatus of CMC Section 5.03.080.160.13 <u>passed U</u>
ASC Meeting of April 21, 2010 1. Sustainability Initiative Fees Page 242	Yes		
USC Meeting of April 22, 2010 1. NW Circle Blvd traffic calming Page 243			<ul style="list-style-type: none"> • Made permanent <u>passed 8-1</u>
Other Related Matters 1. Rails with Trails grant acceptance 2. Walnut Blvd reconstruction grant acceptance Pages 243-244			<ul style="list-style-type: none"> • RESOLUTION 2010-18 <u>passed U</u> • RESOLUTION 2010-19 <u>passed U</u>
Executive Session 1. CPOA labor negotiations Page 244	Yes		

Glossary of Terms

ASC	Administrative Services Committee
CARDV	Center Against Rape and Domestic Violence
CCF	Commission for Children and Families
CMC	Corvallis Municipal Code
CPOA	Corvallis Police Officers Association
CRFR	Council Request Follow-up Report
HSC	Human Services Committee
MATF	Madison Avenue Task Force
NAACP	National Association for the Advancement of Colored People
U	Unanimous
USC	Urban Services Committee

**CITY OF CORVALLIS
COUNCIL ACTION MINUTES**

May 3, 2010

The regular meeting of the City Council of the City of Corvallis, Oregon, was called to order at 12:00 pm on May 3, 2010 in the Downtown Fire Station, 400 NW Harrison Boulevard, Corvallis, Oregon, with Mayor Tomlinson presiding.

PLEDGE OF ALLEGIANCE

I. ROLL CALL

PRESENT: Mayor Tomlinson, Councilors Daniels, O'Brien, Hervey, Raymond, Brauner, Hamby, Brown, Hirsch, Beilstein

Mayor Tomlinson directed Councilors' attention to the items at their places, including a newspaper article submitted by Councilor Brown (Attachment A), a brochure about Historic Preservation Month (Attachment B), a letter from the Corvallis-Benton Chamber Coalition legal counsel (Attachment C), a letter from the Benton County Commissioners related to the Chamber Coalition (Attachment D), and written comments submitted by Mayor Tomlinson (Attachment E).

II. CONSENT AGENDA

The Mayor noted that Council will not discuss status of pending litigation or litigation likely to be filed during Executive Session as previously noted in Consent Agenda Item F.

Councilors Brown and Daniels, respectively, moved and seconded to adopt the Consent Agenda as follows:

- A. Reading of Minutes
 - 1. City Council Meeting – April 19, 2010
 - 2. For Information and Filing (Draft minutes may return if changes are made by the Board or Commission)
 - a. Airport Commission – March 2, 2010
 - b. Bicycle and Pedestrian Advisory Commission – March 5, 2010
 - c. Commission for Martin Luther King, Jr. – April 27, 2010
 - d. Downtown Parking Committee – February 2, 2010
 - e. Planning Commission – April 7, 2010
 - f. Watershed Management Advisory Commission – February 17, 2010
- B. Confirmation of Appointments to Arts and Culture Commission (Amacher, Davidson, Kingstad, Segel, van Develder, Zielke, Butcher, Flowerday, Moon, Daniels)
- C. Approval of an application for a "Winery" liquor license for James Osborne, Assistant Professor for Oregon State University, dba Oregon State University Department of Food Science and Technology, 100 Wiegand Hall (New Outlet)

- D. Approval of an application for a "Brewery" liquor license for Jeff Clawson, Professional faculty-Pilot plant manager for Oregon State University, dba Oregon State University Department of Food Science and Technology, 100 Wiegand Hall (New Outlet)
- E. Authorization to enter into and for the City Manager to sign an Intergovernmental Agreement with Oregon Department of Environmental Quality for water pollutants analysis
- F. Schedule an Executive Session following the regular noon meeting under ORS 192.660(2)(d) (status of labor negotiations)

The motion passed unanimously.

III. ITEMS REMOVED FROM CONSENT AGENDA

- F. Schedule an Executive Session following the regular noon meeting under ORS 192.660(2)(h) (status of pending litigation or litigation likely to be filed)

IV. UNFINISHED BUSINESS – None.

V. MAYOR, COUNCIL, AND STAFF REPORTS

A. Mayor's Reports

- 1. Proclamation of National Historic Preservation Month – May 2010

Mayor Tomlinson read the proclamation.

Historic Resources Commission (HRC) Chair Kadas, thanked the Mayor and Council for their support and described the mission and activities of the HRC. Ms. Kadas reported that the HRC reviewed 28 of 54 historic preservation permit applications received by the Planning Division in 2009. The HRC approved 27 permits. Ms. Kadas added that historic preservation complements the City's energy conservation and sustainability goals.

Preservation Works representative Beierle said historic preservation embraces social, economic, and environmental sustainability. The 2010 historic preservation theme, "Old is the New Green," reflects the commitment of preservation to sustainability. Ms. Beierle listed a few of the historic preservation activities scheduled for May during which planet-friendly resources will be spotlighted. She encouraged Council and audience members to attend remaining activities, specifically the award activities on May 25.

- 2. Proclamation of Older Americans Month – May 2010

Mayor Tomlinson said the proclamation supports the good work of the Council of Governments, an organization assisting senior and disabled citizens.

3. Proclamation of Building Safety Month – May 2010

Mayor Tomlinson read the proclamation.

Development Services Division Manager Carlson thanked the Mayor and Council for their continued support and said the proclamation is an important element in promoting building safety month. The building safety codes provide minimum standards to protect citizens from fire, earthquakes, flooding, and other safety features necessary for everyday life. The certified building inspection and plan review staff ensure a high level of code compliance and deliver service in a customer-friendly manner. Corvallis received the second-highest rating during the latest Insurance Services Organization (ISO) audit of building code administration effectiveness. The Division finds opportunities to teach children about building safety and inspection services, such as helping children build birdhouses at Saturday Market in partnership with Benton County. Mr. Carlson encouraged the audience to peruse the Division's Web page at corvallispermits.com to learn more about the permitting process and building safety features.

Mr. Carlson confirmed for Councilor Hervey that the entrance to future birdhouses will be made smaller.

4. Proclamation of Drinking Water Week – May 2-8, 2010

Mayor Tomlinson read the proclamation.

Public Works Director Rogers said the proclamation does an excellent job of pointing out the importance of water sustaining basic life and encourages citizens to learn more about drinking water. The City recently published the 2009 water quality report. It is available online and will be delivered to residents this week. The report provides information about the water system and City efforts to make every drop of water safe. Mr. Rogers noted that 2009 resulted in the lowest amount of safe water production throughout the last decade. Citizens are conserving more and wasting less.

Mr. Rogers added that last summer, Public Works participated in a grant-funded project to collect and properly dispose of unused pesticides from properties upstream of the City's intake structure on the Willamette River. Similarly, the Department is participating in a drug take-back program to keep harmful chemicals out of the water supply.

Councilor Hervey said the 2009 Corvallis Forest Tour ended at the Rock Creek Water Treatment Plant and provided participants with a good learning experience about drinking water. Mr. Rogers responded that the 2010 tour will not include the Rock Creek plant; however, he encouraged citizens to tour the Taylor Water Treatment Plant. Taylor is a larger version of the Rock Creek plant.

Councilor Beilstein announced that the 2010 Forest Tour is scheduled for May 26.

5. Proclamation of Public Service Recognition Week – May 3-9, 2010

Mayor Tomlinson said he will read the proclamation during an employee recognition event later in the week.

6. Proclamation of National Police Week – May 9-15, 2010

Mayor Tomlinson read the proclamation.

Chief Boldizar thanked the Mayor and Council for their support and recognition. He noted that six on-duty police officers were killed in the Pacific Northwest during 2009. The Department of Public Safety Standards and Training will host a ceremony on May 6 in recognition of National Police Week.

Mayor Tomlinson acknowledged volunteer efforts of each Councilor and presented them with a Farmer's Market token in appreciation of their service to the City.

Mayor Tomlinson referred to Attachments C, D, and E related to Corvallis economic development. He said relationships and trust are vitally important to the activities of any community and he does not understand organizations that engage the legal system to redress issues. He noted that he is not seeking agreement from Council. He will post his comments (Attachment E) online.

B. Council Reports

Councilor Daniels reported that the Madison Avenue Task Force sponsored a successful Spring Garden Festival last weekend. Bulbs and plants were offered, and the latest Oregon State University (OSU) Campus Connection Improvement and Beautification project on Madison Avenue was highlighted. She commended the group of volunteers for their ongoing work to make the downtown and route to OSU more attractive for the community.

Councilor Brown referred to Attachment A. He said he was reviewing materials from 2007 and found the *Corvallis Gazette-Times* article about the City's budget interesting and poignant.

Councilor Raymond stated appreciation for volunteers and the Earth Week activities. She attended the season's first Local Food Breakfast and encouraged citizens to attend future Local Food Breakfast activities. She reported that 17 teens performed during the recent Teen Idol hosted by the Boys and Girls Club. Mom's Weekend at OSU included fundraising activities for the Center Against Rape and Domestic Violence. Councilor Raymond thanked Ward 7 residents for expressing their opinions about sustainability fees, economic development, the City's budget, and speed humps.

Councilor Hervey made the following announcements:

- The Mayor's Intern, Lauren Hines, is working on a project about how Corvallis can be more friendly toward growing and processing food. She recently interviewed several representatives from the Oregon Department of Agricultural as part of the project. Ms. Hines is a business major at OSU.

- He attended the Master Gardener's plant sale last weekend. The Master Gardener program fully supports volunteerism.
- The April 19 Council meeting minutes incorrectly stated that he said the heat pump would not use electricity. The heat pump uses a minimal amount of electricity and can be powered with roof photovoltaics.
- On Wednesday, the public is invited to a Natural Step presentation about reshaping the economy for a finite world.

VI. VISITORS' PROPOSITIONS

A. Angie Stambuk – Commission for Children and Families

Benton County Commission for Children and Families (CCF) Executive Director Stambuk said one of the most important roles of the CCF is to develop solutions to issues, such as concerns about youth gathering at the Library. CCF coordinates planning for Benton County's Juvenile Crime Prevention Plan and the CCF Comprehensive Plan. The plans were recently updated and both address the need for positive, safe activities for youth outside of school hours. The CCF's Positive Youth Development Committee is aware of the Library issues and has involved other groups in related discussions.

Ms. Stambuk said the youth causing concern at the Library embrace a different and alternative life-style. They are not breaking the law; however, CCF understands that some patrons find their behavior threatening. Most of the youth are not homeless, but they do not have a safe and/or supportive family environment and only go home to sleep. The Library provides a safe, dry, warm facility where youth can meet friends who understand their lifestyle and support their needs. They also know adults at the Library who will listen without judgement. This group is not comfortable at the Boys and Girls Club.

Ms. Stambuk added that CCF hopes to mobilize the community to find alternatives to provide a safe and warm location that can evolve into a youth daytime drop-in center. The Center could provide shower and laundry facilities, along with adult resources and referrals for treatment and/or mediation.

Ms. Stambuk concluded by stating that the CCF Positive Youth Development Committee meets monthly and she encouraged Councilors to attend. Councilors Beilstein and Raymond are both active in the organization.

Jackson Street Youth Shelter (JSYS) Program Director Falck said JSYS has provided outreach case management since June 2008. Initially, this program was primarily for outreach education for youth in and out of shelters. OSU tutors are available in the Library as part of this program and last year, three participants obtained General Education Development (GED) degrees. Currently, youth are more interested in meeting basic needs such as food, clothing, shoes, and employment. Many already have GEDs and need help writing resumes and locating employment. There is an obvious disconnect when the outreach program cannot meet their primary needs. A drop-in center would address basic needs and provide a location for social interaction and networking.

Councilor Raymond said representatives from many agencies and organizations attend CCF meetings. Many groups are working toward a solution. Library staff understands the issues better and has noted an improvement at the Library. She commended Ms. Stambuk and Ms. Falck for their efforts and thanked the Police Department for monitoring the situation.

Councilor Daniels said the previously expressed concerns had to do with the social interaction outside of the Library and not the behavior of those youth using the facilities. It is not acceptable when a group of people cause other patrons to feel so frightened and intimidated that they avoid the Library. She said no one believes young people should not use the Library, but they need to obey common sense rules of civil society. Councilor Daniels stated appreciation for CCF and JSYS involvement and the discussion about a drop-in center.

Ms. Stambuk said CCF is also concerned about the image youth are portraying and the age differences between this group and some of the homeless adults in the area. Providing a safe place is a pressing need.

John Gaylord, Audubon Society of Corvallis Conservation Chair, requested Council adopt a resolution (Attachment F) supporting the establishment of Oregon marine reserves to evaluate effectiveness in meeting marine resource conservation objectives. He explained that a marine reserve was established near his second home in New Zealand and residents were able to view the success of the reserve via underwater cameras. Although some residents were against initiating the reserve, they quickly became proponents when they realized the benefits. New Zealand currently has 22 reserves. Oregon has two established reserves and needs to install four more per House Bill 3013 signed in 2007-2008. The project has stalled and public support is needed to continue the program. Five cities have adopted resolutions supporting marine reserves. Audubon supports marine reserves due to the declining fish population resulting in declining bird populations. Mr. Gaylord said there are many reasons to support marine reserves, and he encouraged Council to adopt a resolution similar to the sample provided.

V. MAYOR, COUNCIL, AND STAFF REPORTS – continued

B. Council Reports – continued

Councilor Beilstein said he sold 120 tickets at the Teen Idol event last weekend. He encouraged the audience to participate in future Teen Idol events scheduled for May 6, 14, and 21 at the Boys and Girls Club.

Councilor Beilstein noted that Councilors received invitations to the National Association for the Advancement of Colored People Freedom Fund Banquet scheduled for May 21.

Councilor Beilstein reported that the "That's My Farmer" coupon program is being offered for the fifth year. The 12 faith communities issue coupons sold in booklets of 18 for \$20. The extra \$2 pays for coupons given to needy people through food security programs. The coupons are redeemable at 14 local farms, all selling at the Saturday and Wednesday Farmers' Markets. The program promotes local farms, encourages healthy eating, and helps those in need.

Councilor Hirsch reminded the audience that a Ward 6 meeting has been scheduled for June 1 at the Osborn Aquatic Center. The 7:00 pm meeting will feature a presentation by the Corvallis Sustainability Coalition's Food Action Team Community/Home Garden Group. City staff will be available to answer questions about the budget, parks, sustainability fees, and other topics.

Councilor Hirsch announced that the musical groups Grupo Fantasma and the Dirty Dozen Brass Band will perform at daVinci Days.

Councilor Hirsch thanked the Mayor for the Farmer's Market token.

C. Staff Reports

1. City Council goals update

City Manager Nelson encouraged Councilors to contact him if they have questions about the goals update. The update will be included during the Budget Commission meeting on May 4 and discussed during the quarterly Mayor/Council/City Manager work session in mid-June.

In response to Councilor Daniels' inquiry, Mr. Nelson said the update represents last quarter. The community sustainability policy goal will be identified as an accomplishment in the next report.

Councilor Daniels noted that the April 19 Council minutes reflected a motion to adopt the Community Sustainability Policy, but did not reference a vote. Mr. Nelson said staff will make an administrative change if appropriate.

In response to Councilor Daniels' inquiry about the energy strategy, Mr. Nelson said staff will take another look at the update; however, accomplishments do not always provide finite detail.

2. Council Request Follow-up Report – April 29, 2010

Mr. Nelson reviewed the items in the report related to the Moose Lodge demolition and organic debris collection.

Councilor Beilstein commended staff for recycling or reusing 80 percent of the Moose Lodge demolition materials.

Mr. Nelson noted that many City employees volunteer for local fund raising activities. In addition to birdhouse construction and building education previously mentioned, during the last two weeks, the volunteer firefighters hosted a pancake feed supporting the Mario Pastega House and public safety personnel participated in a Greek softball game fund-raiser. He commended City staff for their contributions to the community outside of work time.

VIII. & IX. STANDING COMMITTEE REPORTS AND ORDINANCES, RESOLUTIONS, AND MOTIONS

A. Human Services Committee – April 20, 2010

1. Boys and Girls Club Annual Report

Councilor Beilstein reported that the Boys and Girls Club (Club) is continuing programs and forming new partnerships. Highlights of their annual report:

- Provided after school sports in partnership with the Parks and Recreation Department.
- Operated a South Corvallis Club at Lincoln School.
- Participated with Parks and Recreation and OSU to provide Kids Spirit "Super Saturday."

Councilor Beilstein said the City allocated social service funds for the Club's free dental clinic in Fiscal Year 2008-2009. He noted that the Club's membership grew 80 percent in 2009, and the Club also benefits from many volunteers, including Parks and Recreation Director Emery and Police Lieutenant Henslee who both serve on the Club's Board.

Councilors Beilstein and Raymond, respectively, moved and seconded to accept the Boys and Girls Club annual report for 2009. The motion passed unanimously.

2. Municipal Code Review: Chapter 5.03, "Offenses" (Smoking Enforcement Hiatus)

Councilor Beilstein explained that State law provides the same functions of Municipal Code Section 5.03.080.160.13 and Benton County provides enforcement. Continuing this Section in hiatus will allow the City enforcement opportunity in the event the State law is amended.

Councilors Beilstein and Raymond, respectively, moved and seconded to continue hiatus of Corvallis Municipal Code Section 5.03.080.160.13. The motion passed unanimously.

B. Administrative Services Committee – April 21, 2010

1. Sustainability Initiative Fees (public input)

Councilor Brauner reported that more than 20 citizens testified about the proposed sustainability fees with approximately 25 percent in favor of the proposed fees. The Administrative Services Committee (ASC) also received written testimony, transcribed voice mails, and results from a related Web survey. Approximately 140 people participated in the Web survey that allowed separate responses for each of the five proposed fees. The responses were evenly split between opposing and supporting of each proposal. The ASC will deliberate on May 5.

This item presented for information only.

C. Urban Services Committee – April 22, 2010

1. NW Circle Boulevard Traffic Calming Six-Month Review

Councilor Hervey said the speed humps on NW Circle Boulevard are not only reducing speeds, they are reducing the amount of traffic on the boulevard. Several residents testified during the meeting including NW Lantana residents reporting more traffic and increased speeds on their street due to the new speed humps.

Councilors Hervey and Hamby, respectively, moved and seconded to make permanent the speed humps on NW Circle Boulevard. The motion passed eight to one with Councilor O'Brien opposing.

D. Other Related Matters

1. A resolution accepting a grant from the Oregon Department of Transportation (\$581,000) for Corvallis to Albany Rails with Trails project, and authorizing the City Manager to sign agreements

Mr. Rogers said this project began with a State grant request from Benton County to design and secure right-of-way for a path following the railroad tracks between Corvallis and Albany. Subsequently, the County applied for a federal grant through the State for construction of the first mile of the path which is in the City Limits. The City's engineering staff is certified to design and provide construction administration for State projects so this proposal provides for a three-way agreement between the City, Benton County, and the Oregon Department of Transportation (ODOT) for the construction phase only.

Deputy City Attorney Brewer read a resolution accepting a grant from the Oregon Department of Transportation in the amount of \$581,000 for Corvallis to Albany Rails with Trails project, and authorizing the City Manager to sign the agreements.

Councilors Daniels and Hamby, respectively, moved and seconded to adopt the resolution.

RESOLUTION 2010-18 passed unanimously.

2. A resolution accepting a grant from the Oregon Department of Transportation (\$561,000) for Walnut Boulevard street reconstruction project, and authorizing the City Manager to sign agreements

Mr. Rogers confirmed that this grant reimburses the City for Walnut Boulevard street reconstruction that has already been completed. The Transportation Maintenance Fee (TMF) was initially authorized with two projects in the implementing ordinance: Western Boulevard and Walnut Boulevard. Walnut Boulevard reconstruction was funded through the TMF and federal highway funds transmitted to the City through the Metropolitan Planning Organization (MPO). The federal government funds were available in three different fiscal years

and not prior to the City initiating the reconstruction. However, because ODOT allows for advanced construction, the City allocated System Development Charges (SDCs) to complete the project in 2009, instead of waiting for all available funds. This resolution allows the City to accept the second payment. Due to reconstruction savings, the 2011 reimbursement from the MPO is not needed and the City has declined the money. Those funds will be reallocated by the MPO for other projects.

In response to Councilor Hamby's inquiries, Mr. Rogers confirmed that the transportation SDCs will be reimbursed. Those funds are typically used for traffic signals, bicycle lanes, turn lanes, and transit facilities. Federal funds cannot be used on local street reconstruction.

Councilor Raymond commended Mr. Rogers and the Public Works staff for seeking and obtaining grant funding.

Mr. Brewer read a resolution accepting a grant from the Oregon Department of Transportation in the amount of \$561,000 for the Walnut Boulevard street reconstruction project, and authorizing the City Manager to sign the agreement.

Councilors Daniels and Brauner, respectively, moved and seconded to adopt the resolution.

RESOLUTION 2010-19 passed unanimously

Mayor Tomlinson read a statement, based upon changes in Oregon laws regarding executive sessions. He said only representatives of the news media, designated staff, and other Council-designated persons are allowed to attend executive sessions. News media representatives are directed to not report on any executive session discussions, except to state the general subject of the discussion, as previously announced. No decisions will be made during the executive session. Mayor Tomlinson reminded Council and staff that confidential executive session discussions belong to Council as a body and should only be disclosed if Council, as a body, approves disclosure. He suggested that any Council or staff member not able to maintain Council's confidences should leave the meeting room.

The Council entered executive session at 1:22 pm.

The Council discussed CPOA labor negotiations with Assistant City Manager Volmert, Police Chief Boldizar, and Police Captain Hendrickson.

X. NEW BUSINESS – None.

XI. ADJOURNMENT

The meeting adjourned at 1:44 pm.

APPROVED:

MAYOR

ATTEST:

CITY RECORDER

To: Corvallis City Council
From: Dan Brown, Ward 4

May 3, 2010

Subject: *Déjà vu* all over again

In reviewing materials from 2007, I came across this article from the Gazette Times. In light of subsequent events, I thought it might also be interesting reading for others -- especially for the newer members of the Council.

Corvallis budget is fine, for now

BY MATT NEZNANSKI
GAZETTE-TIMES REPORTER

It turns out that city budget predictions suggesting a short-fall of around \$2 million next year were wrong. In fact, the city budget looks good enough that a committee tasked with finding ways to tighten the city's belt has been disbanded.

City officials announced that their early estimates were incorrect, giving the city enough money to put off heavy financial wrangling until at least 2009, and maybe even until 2010.

"The problem's still there, it's just farther out," said Nancy Brewer, city budget director.

City staff had projected the city would spend more than it collected by next year, prompting city councilors to create the

Core Services Committee in April with the charge of finding ways to meet the financial gap that appeared to be looming on the city's budget horizon.

Instead, while property tax collections were less than expected this year, Brewer said, franchise fees paid by utility companies and hotel taxes collected were higher.

So in September, the Core Services Committee — with the blessing of the City Council — decided to stop meeting but remain in the loop about budget issues should the picture change.

"We've been accused of going out too early and crying wolf," said City Councilor Hal Brauner, who oversaw the committee. "Rather than look like we're doing that we said, 'Thank you, keep in touch.'"

For David Grappo, who has advocated against new taxes, the city's realization that its funding will hold out a while longer is no great surprise.

"When you dig deep, you find that you can get by on what you have," he said. "It's good to see."

But city staffers and councilors point out that while the coast may be clear for the immediate future, the shortfall will eventually occur.

For example, nearly \$400,000 now going to pay for city buses comes from a state business energy tax credit, which allows businesses to give cities money in exchange for a lower tax liability. While the state hasn't declared that the credit system will end, it was never meant to last forever.

"Generally speaking, we are in a situation where we spend more money than we bring in," Brewer said. "The things we can do by ourselves that don't impact citizens are reaching an end."

City Councilor Scott Zimbrick said voters have denied previous plans to raise revenues, citing the defeat of a city levy in 2002 and last year's sound rejection of a tax on cell phones as proof.

"It is my belief that the community, from their votes, that they want us to go into crisis mode before they will allow a rate increase," he said. "People want services, and it's up to us to decide how to fund them. Everyone, frankly, has a different opinion about that."

Core Services Committee member Sandy Ridlington said the group had considered acting as an advisory group, but chose to disband rather than meet monthly without a cause.

"It's asking a lot of volunteers, especially when you don't have a specific end point," she said.

With the committee out of action, the City Council will likely have to take a more hands-on role in shaping city financial policy, even though membership on the council is likely to change somewhat before any shortfall ever materializes.

"We can come up with some plans, though," Zimbrick said. "We can't sit here and plan and then wipe the slate clean every two years."

FOR MORE INFORMATION
PLEASE CONTACT

Chris Bentley (541) 766-6819
www.co.benton.or.us

Bob Richardson (541) 766-6908
www.ci.corvallis.or.us/cd/historic

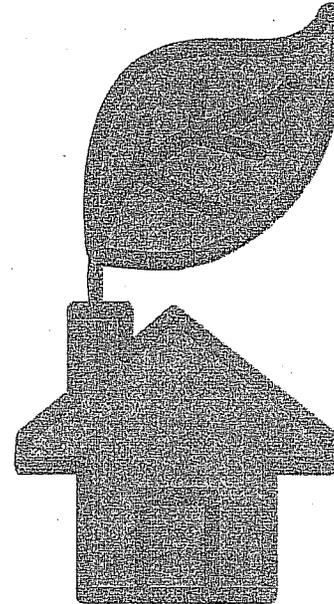


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MAY 2010 HISTORIC PRESERVATION MONTH

Old is the New Green



Presented by Benton County & City of
Corvallis Historic Resources Commissions &
PreservationWORKS

Schedule of Events

All events are FREE and
open to the public!

April 9 - May 29

- *Memory of Place: Artistic Impressions of Linn & Benton Counties Historical Landmarks*

Benton County Historical Society & Museum, Moreland Gallery - 1101 Main St (Hwy 20/34), Philomath.
Opening Reception, April 9, 5:00 p.m. - 7:00 p.m.

All May

- *Corvallis Library Book Selections*
Monroe & NW 6th St

Saturday, May 1

- *Work Party at Fiechter House & Cabell Barn*

10:00 a.m. Finley Wildlife Refuge:
South on 99W to mile marker 93;
follow signs for Finley Refuge.

Saturday, May 1

- *Whiteside Theatre Short Tours*

9:00 a.m. - Noon, every 20 minutes,
Meet at Madison & SW 4th St.

Tuesday, May 4

- *Franklin School Neighborhood & Tree Tour*

2:00 p.m. Meet at Franklin School
750 NW 18th St., east entrance under
the pin oak.

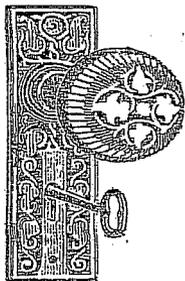
Thursday, May 6

- *Fort Hoskins Guided Tour*

11:00 a.m. Fort Hoskins Historic Park:
West on Hwy 20 to Hwy 223 North;
west on Hoskins Rd; follow signs, Meet
at picnic shelter.

- *Bezell Memorial Forest
Education Center Tour &
Guided Hike*

1:00 p.m. 37283 Kings Valley Hwy
(Hwy 223), Kings Valley
Tour of Education Center, followed by
2-hour round-trip hike to South
Meadow.



Saturday, May 8

- *Finley Wildlife Refuge Tours*
11:00 a.m. - 3:00 p.m. South on 99W
to mile marker 93; follow signs for
Finley Wildlife Refuge.
11:00 a.m. Meet at Fiechter House
parking area for tours of nearby
resources.

Noon - 1:00 p.m. Music & Bring-Your-Own Picnic.

Noon - 2:00 p.m. Horse-drawn
sustainable forestry demonstration.

1:00 p.m. Native American agricultural
practices presentation.

2:00 p.m. Introduction to the Big Barn.

2:30 p.m. Self-guided tour of Cheadle-
Irwin Barn or guided Woodpecker Loop
Hike.

Sunday, May 9, Mother's Day

- *OSU Walking Tour*
2:00 p.m. Meet east side of Benton
Hall, 14th St., near Monroe. Tour
limited to 20 persons; for reservations
(541) 737-0540.

May 11 - 24

- *Window of Windows*
Footwise Window, Madison & NW 3rd

Wednesday, May 12

- *Corvallis Celluloid, A Walking
Tour of Early Corvallis Cinema*
6:00 p.m. Meet at Madison & SW 4th.

Thursday, May 13

- *South Central Park Historic
Neighborhood Walking Tour*
3:00 p.m. Meet at the Arts Center,
Madison & SW 7th St.

Saturday, May 15

- *Historic Downtown Corvallis
Walking Tour*
1:00 p.m. Meet at Riverfront Park
Fountain, Jackson & NW 1st St.

Sunday, May 16

- *Children Farm Home School
Tour*
2:00 p.m. 4455 NE Hwy 20

Saturday, May 22

- *Stories from the Grave at
Crystal Lake Cemetery*
1:00 p.m. Crystal Lake Cemetery,
Crystal Lake Drive. Enter at main
entrance on south side of cemetery;
meet at Soldier's Monument.

Sunday, May 23

- *Avery-Helm Historic District
Highlights Walking Tour*
1:00 p.m. Meet at SW 5th & Jefferson
parking lot.

Sunday, May 23

- *Atomic Ranch Homes Tour*
2:30 p.m. Meet at Lincoln & NW 15th
at Dixon Creek.

Tuesday, May 25

- *Annual Preservation Awards
Ceremony*
Benton County Museum, 1101 Main St,
Philomath

6:00 p.m. *Memory of Place Artistic
Impressions of Linn and Benton
County Historical Landmarks*

7:00 p.m. Keynote Speaker: George
Kramer, Oregon Historical
Commission, *Preservation in
Challenging Times*; Awards Ceremony
follows; Reception follows awards.

Monday, May 31

- *Memorial Day Ceremony at
Crystal Lake Cemetery*
10:00 a.m. American Legion Post 11 &
Veterans of Foreign Wars Post 640



Historic Preservation Month is sponsored by the City
of Corvallis & Benton County Historic Resources
Commissions, with generous assistance from
PreservationWORKS and supported by Oregon
Certified Local Government Grants.



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RECEIVED

April 6, 2010

APR 08 2010

Benton County
 Board of Commissioners

Ms. Annabelle Jaramillo, Commission Chair
 Benton County Board of Commissioners
 408 SW Monroe Avenue
 Corvallis, OR 97333

C. Modrell
 Dixon
 Kofy D

RE: My Client: Corvallis-Benton Chamber Coalition
Subject: Economic Development Partnership Agreement dated December 1, 2005

Dear Commissioner Jaramillo:

I hope this letter finds you well. Please be advised that I represent the Corvallis-Benton Chamber Coalition as legal counsel. I have been asked on behalf of Mysty Rusk, President of the Corvallis-Benton Chamber Coalition, to contact you in connection with the County's obligations to the Corvallis-Benton Chamber Coalition pursuant to the Economic Development Partnership Agreement dated December 1, 2005. Benton County is a party to that agreement. The agreement was initially entered into between the County and other municipalities with the Corvallis-Benton County Economic Development Partnership, Inc. Thereafter, on or about July 11, 2006, the obligations of the Corvallis-Benton County Economic Development Partnership, Inc. were assigned to the Corvallis-Benton Chamber Coalition. That assignment was executed on behalf of and with the consent of Benton County by Commissioner Jay Dixon on or about July 11, 2006.

Pursuant to Paragraph 1 of the Economic Development Partnership, the purpose of the agreement was to formalize an agreement between all signatories and entities to the contract for purposes of working together to enhance the economic health and livability of Benton County as well as the cities of Corvallis, Philomath, Adair Village, Alsea, and Monroe.

Pursuant to Page 4 of the contract, the County has certain financial obligations to the Corvallis-Benton Chamber Coalition. For the fiscal year 2005-06, the County was to pay my client's assignor the sum of \$38,000.00 payable in quarterly installments. In subsequent years including but not limited to 2006-07 and 2007-08, allocations to the Partnership were to be determined during the appropriate budgetary process. During the past several years under which the contract and agreement has been in place, Benton County has paid the Corvallis-Benton Chamber Coalition the sum of \$30,000.00 either in a lump sum or in quarterly installments.

Ms. Annabelle Jaramillo, Commission Chair
Benton County Board of Commissioners
April 6, 2010
Page 2

My reason for writing is that for the current fiscal year, the Corvallis-Benton Chamber Coalition has not received its agreed or stipulated payment from Benton County. That payment is due for the fiscal year beginning July 1, 2009, and ending in June of this year.

Pursuant to Paragraph 11 on Page 7 of the agreement, I am writing on behalf of the Corvallis-Benton Chamber Coalition to request and demand compliance with the County's obligated payment for the current fiscal year. The Corvallis-Benton Chamber Coalition relies upon funding from the County and has enjoyed in all respects its relationship with Benton County. Certainly, it would be my client's hope and expectation that the payment for the current budget year would be tendered promptly to the Corvallis-Benton Chamber Coalition so that the Chamber Coalition can continue to operate utilizing funds including those from the County upon which it relies.

I understand the budgetary constraints which are currently being faced by both Benton County and those municipalities within Benton County.

To this point, the Corvallis-Benton Chamber Coalition has not received any notification from Benton County that it intends to voluntarily withdraw from the agreement after the current fiscal year.

It was my client's understanding following an email from you dated on or about February 2, 2010, that the County was facing less than anticipated lottery revenues but that you would be responding to my client in late February. Since that time, the Corvallis-Benton Chamber Coalition and Ms. Rusk have not heard from you or any other County representatives regarding their allocations.

Would you please advise as to the County's intention in connection with this matter. You are welcome to respond either directly to Ms. Rusk or through this office.

Please understand that during the past year, the Corvallis-Benton Chamber Coalition has performed its obligations under the contract and has satisfied and complied with all of its conditions precedent to receipt of the designated and anticipated allocations.

Very truly yours,

As/ ANDREW S. NOONAN */mc*

Andrew S. Noonan

ASN:ke

c: Ms. Mysty Rusk, President, Corvallis-Benton Chamber Coalition
Mr. Vance Croney, County Counsel



BOARD OF COMMISSIONERS

408 SW Monroe Ave., Suite 111

P.O. Box 3020

Corvallis, OR 97339-3020

(541) 766-6800

FAX (541) 766-6893

April 23, 2010

Andrew Perry
Corvallis Clinic
3680 NW Samaritan Dr.
Corvallis, OR 97330

Mike McNally
Corvallis Gazette-Times
600 SW Jefferson Avenue
Corvallis, OR 97333

Re: Client Economic Development Partnership Agreement

Dear Andrew and Mike:

Thank you for meeting with us on April 20, 2010 to discuss Benton County's relationship with the Chamber Coalition, attorney Andrew Noonan's April 6, 2010 letter and the status of the Economic Development Partnership Agreement. We sincerely appreciated the opportunity to have a candid and clarifying conversation with both of you.

First, in response to Mr. Noonan's query about funding from Benton County, Benton County will not be providing any funding to the Chamber Coalition for fiscal year 2009-2010. Also, no funding has been appropriated for the fiscal year 2010-2011. Benton County's 2009-2011 biennial budget (approved in June of 2009) did not specify an allocation.

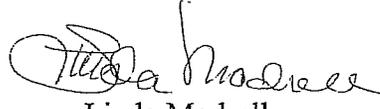
Second, the Economic Development Partnership Agreement dated December 1, 2005 has been terminated as to Benton County. Specifically, Section 11 of that agreement states that if any governing body fails to appropriate funds as specified in the agreement, the Agreement "shall automatically terminate at the end of the immediately preceding fiscal year as to the non-appropriating party." Because Benton County did not appropriate any money for the Chamber Coalition for either 2009-10 or 2010-11, the Agreement is no longer in effect as to Benton County.

Third, although the Agreement has ended, we would very much like to work with you to discuss how we may renew and reinvigorate our relationship and partnership. We want to advance economic development in Benton County.

As you suggested, we have scheduled a work session on May 4th with Lyle Hutchins' economic development committee to discuss ways to develop a new relationship, the expectations for both parties, specific performance measurements, specific deliverables and timely reports. We firmly believe both parties can be a valuable asset to the community and we look forward to working with you to mutually advance the economic opportunities in Benton County.

Sincerely,


Annabelle Jaramillo
Commissioner


Linda Modrell
Commissioner


Jay Dixon
Commissioner

5/3/10 - From Mayor Tomlinson.

On April 8, 2010, the Benton County Board of Commissioners received a letter from an Albany attorney, representing the Corvallis-Benton Chamber Coalition as legal counsel, "to request and demand compliance with the County's obligated payment for the current fiscal year." You have a copy of that letter and you also have a copy of the response to the letter written by the Chair of the Board.

This method of seeking payment under an agreement between the County and the Chamber Coalition is disturbing. Our community operates on relationship and trust between citizens and between organizations. When an organization resorts to the legal system to settle a dispute over a contract, relationship and trust are broken.

This is not the first time that the Chamber Coalition has had relationship problems. The relationship between Hewlett Packard and the Chamber Coalition suffered damage. Hewlett Packard is your largest property taxpayer and the Chamber Coalition is your primary economic development partner. You can search the Corvallis Gazette-Times archives to learn more about this episode. The Chamber Coalition strained its relationship with some elected officials in the debate over the Business License Fee.

Our community has significant economic development challenges facing us in the future. These challenges are outlined in the White Paper presented to the Council in your last meeting. Adding lack of trust and poor relationship between organizations makes our efforts much more difficult, if not impossible, to achieve.

Someone told me that if you find yourself in a hole, first put down the shovel. To that end, I believe a change in leadership at the Chamber Coalition is needed before our community can proceed toward a viable economic future. I also believe the Chamber Coalition cannot perform both a member-based government advocacy role and an economic development role funded through local government funds.

I ask the City Council to take an active leadership role in shaping our economy; a role based upon strong relationships and enduring trust. Regarding your partners, you are the customer; demand exceptional customer service and measureable outcomes that matter. Our citizens demand the same high level of customer service from you. Council leadership can work with the County Commissioners to shape a jointly-developed economic vitality program. You can ask your Chamber Coalition liaison to request that the Chamber Coalition Board end hostilities and that redress through legal means does not build relationships or trust.

For my part, I outlined my thoughts regarding economic vitality in past State of the City addresses. Whether you agree or disagree with my perspective, you owe it your constituents to move our community forward. Whatever your plan, ground it in strong relationships and trust with your partners. Where we are today cannot be where we are tomorrow.

In closing, I ask that you act decisively and strategically, and in a timely manner, in matters relating to economic development, and that you call for an end to this kind of misguided behavior.

A Resolution Endorsing Marine Reserves

WHEREAS, The City of Corvallis recognizes that marine reserves are a proven management tool that can help ensure the health of Oregon's ocean for current and future generations; and the need for a system of marine reserves and protected areas in Oregon's Territorial Sea; and

WHEREAS, as residents and stewards of Oregon's portfolio of natural resources, we support the creation, funding, and enforcement of a scientifically meaningful network of mixed-use marine protected areas and no-take marine reserves in Oregon's coastal waters to better ensure a more sustainably managed state Territorial Sea; and

WHEREAS, The City of Corvallis believes that state marine reserves, if appropriately planned, contribute to the overall health of the ocean and will increase ecological health including more viable fish stocks; and

WHEREAS, the quality of life and economy of The City of Corvallis are tied to the health of the Pacific Ocean; and;

WHEREAS, Governor Kulongoski's Executive Order 08-07 specified a state process where his advisory committee Ocean Policy Advisory Council (OPAC) reviewed 20 site nominations for marine reserves and protected areas. The 20 proposals were clustered around 9 ecologically important areas. OPAC recommended 6 ecologically important areas for further evaluation with two sites deemed ready for initial implementation; and;

WHEREAS, In 2009, the Oregon Legislature took OPAC's recommendations and passed House Bill 3013, which creates two initial marine reserves at Otter Rock and Redfish Rocks, and establishes a process for further evaluation of potential marine reserve sites at Cape Falcon, Cascade Head, Cape Perpetua and Cape Arago/Seven Devils that includes formation of community teams to diverse and balanced stakeholders to collaborate and develop recommendations for potential marine reserves by November, 2010.

WHEREAS, these recommendations were codified after nearly two years of discussion and evaluation, the Ocean Policy Advisory Council (OPAC) finds that sufficient evidence exists to recommend that:

Oregon establish a system of marine reserves in order to evaluate their effectiveness in meeting marine resource conservation objectives; and Oregon must continue to study, analyze, and deliberate on proposed reserves; WHEREAS, The City of Corvallis supports the state's honorable and historical fishing heritage that can sustainably provide economic benefits to our coastal communities and the state at large; and

WHEREAS, a system of marine reserves are able to accomplish four things that conventional management cannot do, namely:

1. Increase the number, size density and diversity of animals and plants marine within the designated areas by acting like "ecological savings accounts"
2. reserves protect habitat by protecting an area from gear impact
3. marine reserves maintain the mature age structure for the plants and animals that produce more high-quality young than younger females
4. designate specific areas in Oregon's state waters that allow stakeholder to learn more about ocean dynamics and relationships; and

WHEREAS, a plan for creating marine protected areas and reserves is most effective when it considers the needs of the whole state—the ocean users, the businesses and organizations that depend on a healthy ocean, and the plants and animals that live in and around our waters.

Therefore be it resolved that The City of Corvallis shall:

- endorse the process and funding to build a system of marine reserves and protected areas through full implementation of HB 3013 that includes final designation and adaptive management of Otter Rock and Redfish Rocks and
- support the further evaluation, collaboration and designation of additional protection for the four evaluation sites including Cape Falcon, Cascade Head, Cape Perpetua and the region around Cape Arago; and be it further resolved
- that The City of Corvallis are directed to forward this resolution to their county and state elected officials from Benton County in pursuit of formal support from their community leaders and local elected officials and Legislative representation.

**AIRPORT COMMISSION
MINUTES
April 6, 2010
DRAFT**

Present

Todd Brown, Chair
Dan Allen, Vice-Chair
Louise Parsons
Vince Remcho
Jim Moran
Bill Dean
Rod Berklund
David Hamby, Council Liaison

Absent

Brian Wall, excused

Staff

Dan Mason, Public Works
Aaron Edwards, Corvallis Benton Chamber
Coalition

Visitors

Doris Johnston, Pacific Power
Lanny Zoeller, Pilot
Bill Gleaves, Pilot
Ty Parsons, Pilot
Jack Mykrantz, Pilot

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Open Meeting, Introductions	X		
II. Review of March 2, 2010 Minutes			Approved
III. Visitor Comments	X		
IV. Old Business • None	N/A		
V. New Business • Airport Commission Sunset Review • ADRC Request, Oregon Rubber			Voted to recommend continuing the Airport Commission for 4 more years ADRC will meet at 2pm, April 20 at PW.
VI. Update on Industrial Park	X		
VII. Update on Airport	X		
VIII. Update on Fixed Base Operator	N/A		
IX. Update on City Council	X		
X. Information Sharing • Monthly Financial Report	X		

CONTENT OF DISCUSSION

I. Open Meeting, Introductions

Chair Brown called the meeting to order and the Commissioners and staff introduced themselves.

II. Review of Minutes

Commissioner Allen moved to approve the March 2, 2010 minutes. Commissioner Parsons seconded the motion, which passed unanimously.

III. Visitor Comments

Visitor Bill Gleaves reported on the obituary of Lyle Bower, who was involved with the Airport in the 1960s and started Corvallis Aero Service.

IV. Old Business

None.

V. New Business

Airport Commission Sunset Review

Mr. Mason reported that the Airport Commission must be reviewed every four years to determine if it should remain in existence. The staff report in the packet contains a list of the Commission's accomplishments and planned future activities to forward to the Urban Services Committee and the City Council. **Commissioner Parsons moved to recommend to USC and Council that the Airport Commission continue operation for another four years. Commissioner Dean seconded the motion, which passed unanimously.**

Airport Design Review Committee Request, Oregon Rubber

Mr. Mason reported that Oregon Rubber is planning to construct another building at their site in the Airport Industrial Park (AIP). It will initially be a warehouse, but will be set up with all utilities to allow conversion to a manufacturing/processing center at a later date. Oregon Rubber has asked for ADRC approval. The ADRC will meet on April 20 at 2:00 pm at the City of Corvallis Public Works offices to review the request.

VI. Update on Industrial Park

Mr. Edwards reported the following:

- Deep Photonics and Schwartz Moving and Storage have left the AIP.
- Mr. Mason has asked that the Corvallis Benton Chamber Coalition (CBCC) make sure all tenants know that the City is their first point of contact with their leases and building plans.
- There have been no new lease requests.
- Sid Beam Signs has cashed their check; a sign should be forthcoming to replace the old weathered marketing signs for the AIP.
- Mr. Edwards is still waiting on a letter to verify that the AIP's shovel-ready status has been renewed.

VII. Update on Airport

Mr. Mason reported on the following:

- Richard Hand's hangar lease has been signed and recorded. All issues have been settled and he has been authorized to submit a building permit application.
- AIP improvements/Hout Street reconstruction project is proceeding. Staff held a meeting with Hout Street tenants to discuss how this will affect their property and leases.

- The letter to REACH Air Medical Services that the Commission requested at the February meeting, regarding their assistance in a search-and-rescue operation for a downed aircraft, was completed, signed by Commission Chair Todd Brown, and sent.
- The Mayor is proceeding with choosing members for the strategic plan subcommittee.
- The City's calendar shows the June Airport Commission meeting to be held on June 8, rather than June 1 (the first Tuesday). The Commission agreed to meet on June 8.

Commissioner Dean asked about updates from the City Attorney regarding the main hangar and negotiations with Corvallis Aero Service (CAS), and if the Attorney can come to a Commission meeting to discuss the issue. Mr. Mason stated that the latest update he was given was that the parameters for establishing a new lease were given to CAS's attorney, but no meetings have been scheduled. The CAS attorney has said that negotiations are on hold because of the current economy. Commissioner Dean asked if the City could proceed with the Commission's earlier request to modify the CAS hangar restrooms for 24/7 access. Mr. Mason said he would forward the above requests to the City Attorney and City staff.

VIII. Update on Fixed Base Operator

None.

IX. Update on City Council

Councilor Hamby reported that the Council is looking for stimulus money and updated the Commission on the City's current budget situation. He stated that the current shortfall does not affect the Airport fund, which is an Enterprise Fund and self-supporting from lease and fee revenues generated at the airport. Activities at the airport are not funded by property tax revenue.

Councilor Hamby reported that the Council is discussing expanding the Enterprise Zone to include some of the Hewlett-Packard (HP) campus and the Sunset Research Park. The Commission discussed whether they should support the proposed expansion with a letter to the Mayor. Councilor Hamby suggested inviting Mayor Tomlinson to the next Airport Commission meeting to discuss the merits of the proposal. Commissioner Berklund questioned whether this Commission should take a position on the expansion one way or the other.

X. Information Sharing

Visitor Doris Johnston from Pacific Power reported that they have prepared a preliminary scoping document describing the requirements for getting more power to the AIP at 5 megawatt and 25 megawatt loads. She stated that 25 megawatts is just under what the entire city of Corvallis currently uses and opined that it didn't make sense to provide this. She said it would cost more for Pacific Power to deliver power to a solar manufacturer, for example, than would be offset, so rates would be impacted. She provided a quick overview of where the 2 megawatts of power currently at the AIP comes from. It would be at least 24 months to get 25 megawatts of power to the AIP, or about 12 months to upgrade the transmission line necessary to add 2-3 additional megawatts, since it does not require as much engineering.

Mr. Edwards presented a draft of an AIP marketing brochure and asked for feedback from the Commission.

Monthly Financial Report

No discussion.

The meeting was adjourned at 8:09 a.m.

NEXT MEETING: May 4, 2010, 7:00 a.m., Madison Avenue Meeting Room

**BICYCLE AND PEDESTRIAN ADVISORY COMMISSION
MINUTES
April 2, 2010
DRAFT**

Present

Brad Upton, Chair
Joel Rea
Susan Christie
Dan Herford
Andy Ross
Mike Beilstein, City Council

Absent

Rosie Toy
Gerry Perrone

Staff

Jo Morgan, Public Works

Visitors

Dean Codo
Walt Prichard
Laura Duncan Allen
Russell Ruby
Bruce Moffatt
Bart Jones

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Call Meeting to Order/ Introductions	X		
II. Review of March 5, 2010 Minutes			Approved with corrections
III. Visitor Comments	X		
IV. Old Business • None	n/a		
V. New Business • Bike Boulevard Discussion			Asked staff to prepare a draft charter and work plan
VI. Information Sharing • Professional Level Bike Law Class	X		
VII. Commission Requests and Reports • Four-Acre Bike Access	n/a		
VIII. Pending Items • Bike Parking • Draft Education Plan	n/a n/a		

CONTENT OF DISCUSSION

I. Call Meeting to Order/ Introductions

Chair Upton called the meeting to order. The Commissioners and staff introduced themselves.

II. Review of Minutes

Chair Upton provided written corrections to the March 2, 2010 minutes. **Commissioner Christie moved to approve the minutes, with the Chair's corrections. Commissioner Rea seconded the motion, which passed unanimously.**

III. Visitor Comments

Visitor Dean Codo reported sidewalk vegetation obstructions on 29th Street and Fillmore Avenue still need to be addressed. Mr. Codo stated that an arborvitae infringing onto the sidewalk has been removed. Mr. Codo provided photographs depicting broken sidewalk panels needing repair and vegetation that still needs to be removed to provide clearance. In addition, household furniture has been left on the sidewalks.

Visitor Laura Duncan Allen suggested use of a 'blue zone' at Chapman Avenue and 3rd Street near the South Co-op to alert drivers of a potential conflict between cars and bicycles. Commissioner Christie stated these marks delineate areas where automobile and bicycle traffic come into conflict, within the bike lanes. Counselor Beilstein stated that if Corvallis uses blue pavement it should be consistent with how other cities are using the marking. Portland has been using these markings for some time. The Commission agreed and asked staff to:

- Identify all potential conflict areas in Corvallis
- Report on Portland and Eugene code and effectiveness results; and provide photographs that show how these markings are used

Visitor Walt Prichard reported that the bike lanes on Highland Drive north of the City limits have been repainted and arrows have been added at various points between the usual bike symbols. Mr. Prichard believes the arrows have reduced the number of cyclists and pedestrians going the wrong direction. He suggested using these arrows at other areas throughout the city where people tend to ride in the wrong direction.

IV. Old Business

None.

V. New Business

Bike Boulevard Discussion

Ms. Morgan presented a video and slideshow about bike boulevards, outlining the benefits of the boulevards and the advantages of going through the public process. Ms. Morgan asked the Commissioners if they would like her to draft a charter and work plan for a steering committee to lead the process to bring to the May meeting, along with a list of potential committee members. In response to a question, Ms. Morgan stated that planning for the bike boulevards is already in the budget. Chair Upton stated that it will be easier to get funding after a plan is developed.

Commissioner Christie moved to ask Ms. Morgan to draft a charter and work plan for the steering committee and provide a list of potential members. Commissioner Herford seconded the motion, which passed unanimously.

VI. Information Sharing

Professional Level Bike Law Class

Ms. Morgan reported that she has noticed a disparity amongst bicycle professionals as to what the laws say, so she asked Judge Donahue to help put together a professional level bike law class. It

would be a two-part class: the first part would be instruction from Judge Donahue on the laws, and the second would be a discussion of best practices led by Jerry Rooney. This class would cover both local code and State law. She envisions this being an annual class. Ms. Morgan is asking for feedback from the professionals before setting a date, and compiling a list of laws at issue for the Judge. Chair Upton stated that Ray Thomas, an attorney in Portland, specializes in these issues and leads seminars on this topic, and puts out a publication specific to Oregon bicycle laws.

Commissioner Christie reported two dangerous areas. The first is on 10th Street, between Beca and Buchanan Avenues, which has a number of potholes in the bike lanes. Chair Upton stated that there are potholes on 10th Street going as far north as Grant Avenue. The second area Commissioner Christie reported is on the north end of Witham Hill Drive, where it curves down the hill toward Walnut Boulevard; there is a large, lengthwise crack along the gutter line that could be very hazardous for bicyclists. Commissioner Herford stated that there are a number of potholes around the traffic circle at 10th Street and Grant Avenue.

Chair Upton reported that he was approached by a woman who was involved in a bicycle vs. automobile accident at the corner of Crystal Lake Drive and 3rd Street.

Councilor Beilstein provided an update on the current budget process.

Chair Upton reported that the Oregon Bicycle Summit will be held in Portland on July 4.

Chair Upton reported that he attended the National Bicycle Summit in Washington, DC.

Ms. Morgan reported that there has been a request to look at the mid-block pedestrian crossing signal on 9th Street near Polk Avenue, which will come before BPAC in the near future.

Commissioner Christie reported that she attended the Sustainability Coalition's town hall meeting and fair and that it was a successful event.

VII. Commission Requests and Reports

Four-Acre Bike Access

Not discussed.

VIII. Pending Items

Bike Parking

Not discussed.

Draft Education Plan

Not discussed.

The meeting was adjourned at 8:48 a.m.

NEXT MEETING: May 7, 2010, 7:00 a.m., Madison Avenue Meeting Room

DRAFT

Subject to review &
approval

**CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT
MINUTES
April 14, 2010**

Present

Bob Lowry, Chair
Stephan Friedt, Vice-Chair
Susan Hyne
Tom Kincaid
Ray Shimabuku
Robert E. Wilson
Hal Brauner, Council Liaison

Staff

Lisa Namba, Public Works
Tim Bates, Public Works
Cindy Hallett, Public Works
Steve Rogers, Public Works

Visitors

Dean Codo

Absent

Brandon Trelstad
Paul Aljets, ASOSU

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Introductions	X		
II. Approval of March 10, 2010 Minutes			Approved.
III. CACOT/Visitor Comments	N/A		
IV. Old Business <ul style="list-style-type: none">• Possible Park & Ride Locations• Possible Satellite Transit Centers		X X	
V. New Business <ul style="list-style-type: none">• Transit Budget Outlook for Future Years	X		
VI. Information Sharing <ul style="list-style-type: none">• Written Report	X		
VII. Commission Requests and Reports	X		
VIII. Adjournment			Adjourned at 9:58a.m.

CONTENT OF DISCUSSION

I. The meeting was called to order at 8:22 a.m. Introductions of Commission members, staff and visitors were made.

II. Approval of Minutes

Vice-Chair Friedt and Commissioner Hyne, respectively, moved and seconded to approve the March 10, 2010, minutes as presented. The motion passed unanimously.

III. CACOT/Visitor Comments

Dean Codo addressed the Commission and made the following statements:

- It would be simpler if Routes 2, 4, and 7 ran in the same direction at the Good Samaritan complex. Staff said this issue has been explored multiple times previously during route revision sessions and determined the current system best serves passengers.
- Route numbers displayed on the buses arriving at the Downtown Transit Center (DTC) are often confusing since the numbers do not always change until after the bus has arrived. Mr. Codo asked if the GPS signal for the DTC could be moved to the library stop. Ms. Namba replied that has been done and has not mitigated this problem. The drivers have been instructed to announce the departing route number before leaving the DTC. Commissioner Friedt asked if drivers can override the system by changing the external sign. Ms. Namba stated the drivers can override the system but would need to log back into the system after doing so.

IV. Old Business

Possible Park & Ride Locations - Mr. Bates stated that the parking lots of local churches are possible options, and staff has identified the church on Highland Drive and Walnut Boulevard as a example. Chair Lowry suggested a Park and Ride near the stop on Conifer Boulevard west of Conser Street. Mr. Bates has evaluated that location, and the current bus stop is a significant walking distance from the parking lot of the church.

Possible Satellite Transit Centers in Corvallis - Chair Lowry stated that satellite transit centers would be recognized as dedicated transfer points. Ms. Namba suggested enhancing stops at 9th and Madison, Timberhill Shopping Center, Samaritan Hospital/Corvallis Clinic, and various OSU locations with written information which would highlight possible transfer opportunities.

V. New Business

Transit Budget Outlook for Future Years

Steve Rogers, Public Works Director, explained that the City will experience a budget shortfall for FY 10-11. The shortfall is not expected to impact transit services in FY 10-11. However, starting in FY 11-12 and continuing for the next several years, budget shortfalls may require service reductions. He provided an overview of how we got to where we are today, what the future looks like, and what staff will be proposing relative to

transit funding. He asked for comments and suggestions from the Commission.

Commissioner Wilson asked if the total property level tax is flat. Mr. Rogers stated that Hewlett-Packard's (HP) assessed value has dropped over last several years. HP appealed its recent tax assessment to State of Oregon and was granted a reassessment. Benton County is permitted to raise assessments by 3% each year. However, with HP's reduced reassessment and a decreased amount of new construction, revenue has not risen the historical 3 percent.

Councilor Brauner explained that the "historic norming adjustment" is low this year and will be raised next year because the City has already taken most of the norming adjustment in the calendar year. One of the reasons why the City is not able to adjust the budget and adopt the budget based on the historic norming is that state law requires budgeting for vacant and existing positions.

Mr. Rogers said that the key in FY 2010-11 is the amount of dollars available for local matching funds of federal and state grants. Council has approved reducing the 09-10 Transit Fund allocation by \$210,000, but there will still be enough funds remaining to not lose any federal funding.

Councilor Brauner recapped that the City is expected to keep the present level of service for FY 09-10 and 10-11. In order to maintain current service levels in 10-11, the Transit Fund will need approximately \$400,000 from either the General Fund or the proposed Sustainability Initiatives Funding (SIF). If the SIF is not enacted, future cuts in service beyond FY 10-11 are a near certainty. Commissioner Wilson asked for clarification on how future transit funding is related to the proposed SIF fee. Fees received from the SIF would replace funds currently received from the General Fund, revenue from transit group pass programs, cash fares, coupons, and passes, and fares from paratransit riders. The direct contribution from OSU will remain intact. If the SIF passes, the enactment date would be determined by City Council. The earliest date would be July 1, 2010 but it is more likely to be January 1, 2011 or July 1, 2011.

Councilor Brauner encouraged Commissioners to forward their comments to the Administrative Services Committee before the April 23rd meeting at the Madison Avenue Meeting Room (MAMR). Councilor Brauner will be proposing the SIF as five separate initiatives and not as one package. Comments or suggestions can be emailed to sif@ci.corvallis.or.us. Budget documents can be found on line at the City of Corvallis website at www.ci.corvallis.or.us.

Commissioner Hyne asked if the City's budget woes will improve when the national economy improves. Mr. Rogers said the City's budget woes are expected to last for at least several years even if the national economy improves immediately. When asked about a sales tax, he stated that sales taxes are a state issue, not a local issue.

VI. Information Sharing

Mr. Bates reviewed the Information Sharing Report. Additional information to the report:

- A pre-proposal meeting to review the existing Request for Proposal is scheduled for Monday, April 19th, 2:00pm - 4:00pm at the Madison Avenue Meeting Room. The City has received permission from the FTA to extend the current contract with First Student for several months in the event that First Student is not awarded the proposed contract.
- Luminator will install the VIS units the week of April 26th in the three new buses. The three old buses will be sold, most probably via e-bay. The Luminator mechanic will also do repairs on any buses that are experiencing technical problems.
- The Monroe-Corvallis-Adair Village service provided by Benton County is tentatively scheduled to start August, 2010.

VII. Commission Requests and Reports

- Councilor Brauner asked if First Student will be moving to the old Keith Brown site at Philomath Blvd and Technology Loop. Mr. Bates confirmed that he has heard from First Student's management that this is their intention. The latest expected move date is September, 2010.

VII. Adjournment

Vice-Chair Friedt and Commissioner Trelstad, respectively, moved and seconded that the meeting be adjourned. The motion passed unanimously.

The meeting was adjourned at 9:58 a.m.

NEXT MEETING: May 12, 2010, 8:20 a.m., Madison Avenue Meeting Room

CITY OF CORVALLIS
MINUTES OF THE COMMITTEE FOR CITIZEN INVOLVEMENT
Madison Building Meeting Room
April 1, 2010

Attendance

Larry Earhart
Pam Folts
Andy Foster
Josue Gomez
Jerry Groesz
Candace Pierson-Charlton
Tom Powell
Stewart Wershow, Chair
Richard Hervey, City Council Liaison
Tony Howell, Planning Commission Liaison

Staff

Sarah Johnson, Associate Planner
Terry Nix, Recorder

Visitor

Dan Lindstrom

SUMMARY OF DISCUSSION

	Agenda Item	Summary of Recommendations/Actions
I.	Call to Order; Review Agenda	Information only.
II.	Review Draft Minutes from March 4, 2010	Approved as corrected.
III.	Visitors' Propositions	Information only.
IV.	Planning Commission Liaison Report	Information only.
V.	City Council Liaison Report	Information only.
VI.	Review Neighborhood Empowerment Grant Materials	Information only.
VII.	Discussion of Citizen's Guide Update Process	A new subcommittee was formed to propose a timeline and approach at the May CCI meeting.
VIII.	Footwise Display Update	Information only.
IX.	DaVinci Days Update	Information only.
X.	New Business	CCI meetings will now begin at 7:00 p.m.
XI.	Announcements	Information only.
XII.	Adjournment – 8:30 p.m.	The next regular meeting will be held on May 6, 2010, at 7:00 p.m.

CONTENT OF DISCUSSION

I. CALL TO ORDER; REVIEW AGENDA

Chair Stewart Wershow called the regular meeting of the Committee for Citizen Involvement (CCI) to order at 7:15 p.m. Self-introductions followed.

II. REVIEW DRAFT MINUTES FROM MARCH 4, 2010

Chair Wershow noted that Rod Davidson had resigned prior to the March 4 meeting; his name should be removed from the absent member list.

MOTION: Larry Earhart moved to approve the March 4 minutes as corrected. Pam Folts seconded the motion and it **passed** unanimously.

III. VISITORS' PROPOSITIONS

Dan Lindstrom said that he is present as an interested citizen.

IV. PLANNING COMMISSION LIAISON REPORT

Planning Commission Liaison Tony Howell reported that the Planning Commission has not met since the last CCI meeting. He advised that the work group to consider changes to the Land Development Code (LDC) related to infill development has had one meeting. A number of work group members, including several past Planning Commissioners, are familiar with the LDC. Staff is in the process of making a proposal to the City Council. His sense is that staff will recommend a check-in level of staff support. Brief discussion followed.

V. CITY COUNCIL LIAISON REPORT

City Council Liaison Richard Hervey said that the City Council was supportive of the formation of a work group to consider changes to the LDC related to infill development. Council directed staff to recommend a structure that would not result in the group doing a lot of work in one direction before checking in with staff and the Council. He expects a staff recommendation this month and he will report back to the CCI in May.

Councilor Hervey reported on a Joint City Council/Benton County Board of Commissioners meeting regarding the possibility of extending the Enterprise Zone to include the Hewlett Packard property. He said that the conversation took an interesting turn, with participants making recommendations to further extend the Enterprise Zone, and with discussion eventually turning to the potential of including all industrial zoned property in the City. He said that there was not consensus on the Council to go that far and that he would oppose doing so. Staff will be bringing back additional information for further consideration by the City Council. Brief discussion followed and Councilor Hervey agreed to keep the CCI informed on this issue.

VI. REVIEW NEIGHBORHOOD EMPOWERMENT GRANT MATERIALS

Associate Planner Sarah Johnson said that she is gathering information about the status of projects that received Neighborhood Empowerment Grants last year - two are completed and others are nearing completion. She will provide additional information at the next meeting.

Planner Johnson drew attention to the letter and application for the upcoming allocation process, distributed in packets. These materials will be mailed to Neighborhood Associations and interested parties on May 1. Information will also be made available on the CCI webpage and in the newspaper. Applications will be due on June 15 for consideration by the CCI on July 1.

Tom Powell suggested that consideration be given to the liability component of approving any applications for painting or exterior improvements that might have volunteers scraping old lead paint. Planner Johnson said that this is a good reminder to be mindful of items that may need to be added to specific contracts for some projects.

In discussion and in response to an inquiry from Councilor Hervey, Planner Johnson said that it may be appropriate to consider funding projects outside of the City limits if there is clear community benefit and neighborhood participation. She will check with the City Attorney.

VII. DISCUSSION OF CITIZEN'S GUIDE UPDATE PROCESS

Chair Wershow noted that Julie Risien, who was working on this process, has resigned from the CCI.

Planner Johnson reported that, in the process of editing the document, she discovered an error - the storyline deals with a Minor Lot Development Option (LDO), which is handled administratively; however, the document describes a public hearing process. She reviewed different ways in which the story could be rewritten. She stated that there is an enormous amount of information in the Guide and that, in talking to the Community Development Director, it came up that perhaps this document is not the most effective way to get information to the public. It may be more effective to create several smaller, more focused documents for distribution and which could also go on the CCI webpage.

Discussion followed regarding whether the current version of the Guide should be pulled from circulation. Planner Johnson suggested that this decision be deferred to the Community Development Director and the City Attorney.

Mr. Earhart, Mr. Wershow, and Ms. Folts agreed to serve on a new subcommittee for this item.

MOTION: Ms. Folts moved that a new subcommittee consisting of the above volunteers schedule a meeting and propose a recommended approach and timeline to the CCI at the next meeting. Mr. Earhart seconded the motion and it **passed** unanimously.

VIII. FOOTWISE DISPLAY UPDATE

Mr. Earhart noted that subcommittee members previously agreed to submit their assigned information to Planner Johnson by the middle of April. Mr. Earhart has submitted his information. Chair Wershow will submit his information in the next few days; he will also contact Andy Foster with a reminder to submit his information. A subcommittee meeting will be scheduled via email for the third or fourth week in April.

IX. DAVINCI DAYS UPDATE

Jerry Groesz said that he is in the process of filling out the application form. He advised that daVinci Days will be held on July 16 through 18, during which time he will be out of town. Mr. Earhart agreed to serve as an alternate contact. It was noted that volunteers will be needed to set up on Friday night and to staff the booth on Saturday and Sunday. A volunteer sign-up sheet will be circulated at the May meeting. Planner Johnson advised that there are plenty of give-away tote bags left from last year. She agreed to purchase a \$50 gift certificate from Footwise for the raffle. It was agreed to include this item on the May meeting agenda; members should bring ideas for discussion.

VIII. NEW BUSINESS

Mr. Powell distributed copies of a magazine article entitled "Pride of Place" regarding Portland's neighborhood associations. This is for information only.

Chair Wershow initiated discussion about the CCI regular meeting time.

MOTION: Mr. Earhart moved to change the CCI regular meeting time to 7:00 p.m., effective next month. Ms. Folts seconded the motion and it **passed** unanimously.

Chair Wershow advised that a land use appeal will be heard by the City Council next Monday evening.

IX. ANNOUNCEMENTS

The next regular meeting of the CCI will be on Thursday, May 6, 2010, 7:00 p.m.

X. ADJOURNMENT

The meeting was adjourned at 8:20 p.m.

Approved as submitted, May 5, 2010.

CORVALLIS-BENTON COUNTY PUBLIC LIBRARY BOARD MINUTES
March 31, 2010

Board Present	Staff Present
Corrine Gobeli, Vice-Chair	Carolyn Rawles-Heiser, Library Director
Mike Beilstein	Janelle Cook, Senior Administrative Specialist
Megan Castellano	Andrew Cherbas, Acting Extensions Supervisor
Judith Edelstein	Mary Finnegan, Adult Services Manager
Scott Elmshaeuser	Shaun Hearn, Circulation Supervisor
Samantha Fisher	Lori Johnston, Circulation Supervisor
Martha Fraundorf	Curtis Kiefer, Youth Services Manager
Erlinda Gonzales-Berry	Carol Klamkin, Management Assistant
David Low	Mary Norman, Access Services Manager
Linda Modrell	
Sandy Ridlington	
Jacque Schreck	
Excused:	Visitors:
Leanne Giordono	Librarians Alex Regan and Kristin Starnes

Summary of Discussion

Agenda Item	Information Only	Action/Recommendation
Call to Order	7:31 pm	
Visitors' Propositions		None
Minutes: March 3, 2010	x	
Library Board Packet	x	
Committee and Board Reports <ul style="list-style-type: none"> • Friends of the Library • Library Foundation 	x x	
Division Manager Reports	x	
Director's Report	x	
Information Sharing		None
Adjournment	9:03 pm	

CONTENT OF DISCUSSION

I. CALL TO ORDER

Corrine Gobeli called the meeting to order at 7:31 pm.

II. VISITORS' PROPOSITIONS

None.

III. APPROVAL OF MINUTES

Judith Edelstein suggested a correction under the Board Packet section with reference to a comment she made at the last meeting. Motion: Linda Modrell moved approval of the March 3, 2010 minutes as corrected. The motion was seconded by Sammi Fisher and carried unanimously.

IV. LIBRARY BOARD PACKET QUESTIONS AND COMMENTS

Jacque Schreck inquired if the Letter to Libraries Online written by Jim Scheppke had been forwarded to Tom McClintock and Carolyn Rawles-Heiser said she did not think so, but would follow up. Additionally, Jacque asked which non-profits have signed up for the Fall Festival space outside the Library. Carol Klamkin replied that she would include that information in the next Board Packet. Scott Elmshaeuser further questioned what the process entails to sign up for the nine spaces available. Carol briefly explained it is a first-come, first-serve sign-up process which usually happens about six months prior to Fall Festival.

V. COMMITTEE AND BOARD REPORTS

Friends of the Library: Corrine provided a brief update on the Friends. They have signed a lease for warehouse space and will be accepting book donations again soon. All 248 credit card transactions from the Big Book Sale were reconciled. Next year, the Friends plan to limit the number of boxes of books that will be brought to the Big Book Sale because it is difficult to sell too many books due to time and space constraints. Corrine encouraged participation in the Friends' "Making Noise" event at the Library on April 17. There will be music, food, and festivities for all Friends' members. Tickets for the April 3 fundraising wine dinner event for the new Monroe Library have been sold out. Benton Books sales so far this year have netted \$6436. Over 75 people attended the March Random Review and next month's Random Review will feature Corrine reviewing *Two Wheels North: Bicycling the West Coast in 1909* by Evelyn McDaniel Gibb.

Foundation Board: Carolyn provided a summary report on behalf of Sandy Ridlington. The Foundation Board met on Monday, March 29. Steve Stevenson, former Deputy Director and Extensions Manager of the Library, was elected to the Board. Two other candidates include Randy Teegarden, father of two previous student representatives to the Library Board and Rita Cavin, former president of Linn-Benton Community College. The Board decided to prioritize their fundraising efforts and their major goal will be to raise funds for the purchase of the Fenner property, when it becomes available. There was also discussion about more efficient use of DonorPerfect to take better advantage of the included features. Total Foundation assets equal \$827,308, an increase of \$35,617. Annual campaign donations accounted for \$17,172 of this increase.

VI. DIVISION MANAGER REPORTS

Access Services: Mary Norman reported that Mary Nevin in Extension Services has been wanting to make the Large Print collection in the Belluschi Wing more accessible for quite awhile now. A few space rearrangement ideas will soon be implemented to hopefully achieve this goal.

Administration: Carol noted the Administration Office has been short-handed for the last three weeks due to Erin Kahle's medical leave, but a couple of good substitutes have been helping part-time to keep the office afloat. Carol has been busy working on the budget.

Adult Services: Mary Finnegan brought a Sony Reader to show the Board members. The new eBooks program seems to be working well; there have been about 275 check-outs thus far. The Friends will be purchasing five more Readers and bags for the Library so that patrons can check them out. Mike Beilstein asked about the retail cost of a Reader and Mary replied it was about \$165.00.

Circulation: Shaun Hearn thanked the Library and the Friends for the opportunity to send several staff members to the Public Library Association National Conference in Portland last week. The staff who attended had a great experience and were very grateful.

Extension Services: Andrew Cherbas reported that Extensions is busy finalizing Summer Reading programs. The Courier had her first day back today after an on-the-job back injury.

Youth Services: Curtis Kiefer said Youth Services is also busy finalizing Summer Reading programs and coping with the numerous school tour requests. There are about a dozen tours scheduled in the next two weeks.

VII. DIRECTOR'S REPORT

Carolyn shared a few tidbits prior to beginning the budget discussion. Sammi will be interning at the Library next year to earn credit for one of her high school classes. The Library hosted the Chamber of Commerce greeters yesterday morning. It was a good opportunity to show off the Library's services. Several other City departments have hosted this weekly event. Although the Library will be losing a few key employees due to upcoming retirements, this will hopefully prevent layoffs of other staff due to budget cuts.

Fiscal Year 10-11 Budget: Handouts were distributed to each Board member by Carolyn. The Budget Commission will be meeting on May 4 and May 11. The latter is specifically set aside for public comment and it is acceptable to provide written testimony as well. The revised target number the Library will be required to cut is \$330,000. An additional reserve of \$62,000 will also be required depending on what Budget Commission decides to do with the City's budget as a whole. The City plans to analyze internal service charges as well as economic development and social services allocations to see if there are any opportunities for reduction in these areas.

Some of the larger proposed cuts that have been identified by staff include replacing the Bookmobile with a Sprinter van (and selling the Bookmobile for \$60,000 in revenue), postponing carpet replacement and HVAC cleaning (savings of \$30,000), and not replacing a microfilm reader (\$9,000). Furthermore, by replacing the vacant Deputy Director position with a Division Manger instead, there would be a net savings of \$36,685. If an LSIII position is not filled upon retirement of the current employee in the position, this would net a savings of \$46,800 and a loss of 0.5 FTE. The balance of the \$330,000 would likely need to come from the materials budget and/or hours reductions per Carolyn.

Discussion ensued about the best combination of hours versus materials reductions, including specific concerns about which day(s) of the week would be better to cut and what type of materials should be cut. The slowest days at the Library are Friday, Saturday, and Sunday. Carolyn recommended closing completely on Sundays rather than just cutting a couple of hours on Sundays because the workload is unmanageable otherwise since the Library is currently open for only six hours anyway. Jacque opined she would prefer to not have to layoff any staff members, but she would favor closing one day per week instead of decimating the materials budget. Judith concurred this would be a visible and probably painful cut for the public. Martha Fraundorf voiced her concern about closing on Sundays and suggested Fridays might be a better day. Corrine noted that due to electronic resources now available, patrons can still access the Library catalog, databases, and their accounts. The Board agreed but also noted there are still a lot of people without access to computers.

It was decided to vote on each individual proposed cut. Motion: Jacque moved that the Bookmobile be sold and a Sprinter van purchased as a replacement. Martha seconded the motion and it passed unanimously. Motion: Jacque moved to postpone replacing the carpet, cleaning the HVAC system, and purchasing a new microfilm reader. Sammi seconded the motion and it passed unanimously. Motion: Linda moved to approve the two staffing recommendations under ongoing expenditures. Jacque seconded the motion and it passed unanimously. Motion: Jacque moved to close the Library at 8:00 pm Monday - Thursday and at 6:00 pm on Fridays. Judith seconded the motion. Discussion included how this would affect meeting room users and Carolyn said it would not. The motion passed unanimously. Motion: Jacque moved to close the Library on Sundays and David Low seconded the motion. Again, discussion included the effect this would have on meeting room users and Carolyn recommended in this case, the rooms should not be made available if the Library is closed completely. It was also noted that there would be both energy and janitorial services savings by not being open one day per week. The motion passed. Motion: Judith moved the balance of the

\$330,000 should be cut from the materials budget. Jacque seconded the motion and it passed unanimously. Motion: Sandy moved that an extra \$62,000 be cut from the materials budget (if more cuts are required by the Budget Commission). Judith seconded the motion and it passed unanimously. Both Corrine and Martha voiced their opinion that the cuts from the materials budget should be quantified for patrons with concrete numbers. Mike expressed his ongoing concern for future years' budgets, which could be much worse. Board advocacy was discussed and Corrine volunteered to formulate some advocacy ideas and email it to the rest of the Board members.

VIII. INFORMATION SHARING

None.

IX. ADJOURNMENT

The meeting was adjourned at 9:03 pm.

NEXT MEETING: May 5, 2010 at 7:30 pm

**DOWNTOWN PARKING COMMITTEE
MINUTES
April 6, 2010
DRAFT**

Present

Holly Peterson, Chair
Brad Upton
Liz White
Kathy Corjasso

Staff

Lisa Namba, Public Works
Jim Mitchell, Public Works
Lt. Dave Henslee, Police Dept.

Visitors

Les Boudreaux
Rachel Beck

Absent

Mark O'Brien, Council Liaison (excused)

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Call Meeting to Order/ Introductions	X		
II. Review of February 2, 2010 Minutes			Approved as amended
III. Visitor Comments			N/A
IV. Old Business • Free Customer Parking Area Enforcement			Discussed structure for public meeting 4/28/10
V. New Business • 5th Street Restriping Project			Recommended approval of plan presented by staff
VI. Information Sharing	X		
VII. Committee Requests and Reports			N/A
VIII. Pending Items			N/A

CONTENT OF DISCUSSION

I. Call Meeting to Order/ Introductions

Chair Peterson called the meeting to order.

II. Review of Minutes

Lt. Henslee requested that his statement in the minutes regarding the efficacy of the current ordinance be clarified so that the first sentence in the second paragraph of the New Business section reads as follows: "In response to a question, Lt. Henslee said that if 100% of the

downtown businesses and residents reported accurate and complete license plate data 100% of the time, the current system would hypothetically work.” **Committee Member Upton moved to approve the February 2, 2010 minutes as amended. Committee Member White seconded the motion, which passed unanimously.**

III. Visitor Comments

None.

IV. Old Business

Free Customer Parking Area Enforcement

Ms. Namba provided information on how Bend handles their downtown parking. They have 2-hour signed on-street parking with several 15- and 30-minute spaces. The parking structure has a 3-hour limit and is designated for customers, though employees can purchase permits. Parking is free for the first two hours in surface lots and cost \$1/hour after that. Employees used to be restricted from parking in the on-street and surface spaces, but that was changed eight or nine years ago and those spaces are available to anyone for the posted time limits.

The Committee discussed possible structures for the upcoming public meeting, either an open house or a presentation of information and actions to date (i.e. the downtown survey, polling other cities, Lt. Henslee’s memo). The Committee decided to go with the presentation option. The DPC and staff will provide a brief background of activities to date and Lt. Henslee will present his paper. The Committee will then open the discussion for public input. Visitor Les Boudreaux opined that the Committee should explain the “problem” with downtown parking - employees, residents, and students parking in the free parking zone. The Committee decided to focus on discussing enforcement of the ordinance and discussed the best way to present the issue to the public. DPC will take input at the public meeting and deliberate at the following DPC meeting.

The meeting will be held on April 28, from 5:30 to 7:30 p.m., in the Fire Station 1 meeting room.

V. New Business

5th Street Restriping Project

Mr. Mitchell stated that the City will be using ARRA funds in May for a grind and inlay project on 5th Street from Western Boulevard to 9th Street. This provides an opportunity to realign the currently offset centerlines on 5th Street at both Madison and Jefferson Avenues. In order to do this the diagonal and parallel parking along this section of 5th Street will need to be reversed to be on the east and west sides of the street, respectively. The proposed layout will allow for the addition of five parking spaces. Mr. Mitchell suggests making those five new spaces ten-hour meters and provided a drawing showing where they would be located. He also proposed converting some of the currently underutilized two-hour meters to ten-hour meters but suggested this could be a later discussion.

Committee Member Upton asked if staff considered back-in parking. Mr. Mitchell stated that it was considered, but staff did not feel that the community is ready for it. Mr. Mitchell also said that there are three possible locations for on-street bike/motorcycle parking; Committee Member Upton stated that bike parking is not as much in demand in this location, so it may be a good idea to wait, pending a bike parking survey.

Committee Member Upton moved to approve the plan as presented by Mr. Mitchell. Committee Member Corjasso seconded the motion, which passed unanimously.

VI. Information Sharing

Committee Member White reported that the Main Street organization has published a book called “The Parking Handbook for Small Communities.” Staff will look into the possibility of purchasing this book.

VII. Committee Requests and Reports

None.

VIII. Pending Items

None.

The meeting was adjourned at 6:43 p.m.

NEXT MEETING: May 4, 2010, 5:30 p.m., Madison Avenue Meeting Room

Approved as submitted, May 11, 2010
CITY OF CORVALLIS
HISTORIC RESOURCES COMMISSION MINUTES
APRIL 13, 2010

Present

Deb Kadas, Chair
 Scott McClure, Vice Chair
 Stanley Nudelman
 E. Ross Parkerson
 Kevin Perkins
 Lori Stephens
 Dan Brown, City Council Liaison
 Jim Ridlington, Planning Comm. Liaison

Staff

Bob Richardson, Associate Planner
 Teresa Nix, Recorder

Absent

Aaron Collett
 Robert "Jim" Morris
 Geoffrey Wathen

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations/Actions
Visitor Propositions	X		None.
Public Hearings	X		None.
Minutes Review: March 9, 2010			Approved as corrected.
Other Business: Historic Preservation Month			The Commission reviewed/approved award nominations.
LDC Chapter 2.9 Revisions	X		
Upcoming HRC Term Expirations.	X		
City Website Resources	X		
Adjournment			The meeting was adjourned at 8:08 p.m.

CONTENT OF DISCUSSION

Chair Deb Kadas called the Corvallis Historic Resources Commission (HRC) to order at 7:03 p.m. in the Corvallis Downtown Fire Station Meeting Room, 400 NW Harrison Boulevard.

I. VISITOR PROPOSITIONS: None.

II. PUBLIC HEARINGS: None.

III. MINUTES REVIEW

March 9, 2010

Chair Kadas requested the following correction: Page 8, the fifth paragraph, the fourth line, change “Stevens” to “Stephens”.

MOTION: Mr. Parkerson moved to approve the minutes as corrected. Ms. Stephens seconded the motion and it **passed** unanimously.

IV. OTHER BUSINESS

Historic Preservation Month: Awards Nominees

Planner Bob Richardson drew attention to the staff memorandum regarding Historic Preservation Awards. This year the City received four award nominations. Awards committee members have reviewed the nominations and will share their opinions this evening. Discussion followed on each of the nominations:

Leadership Award: Amoris and Morris Walker

Planner Richardson said that this father-daughter team created an independent film called “Stories and Legends”. The awards committee did not want to make a recommendation for this award without giving all Commissioners an opportunity to view the film if they wanted to do so. He said that awards committee members, without speaking to the quality of the film, seemed to think that the film was a little more commercial than what might be desired for a leadership award.

Mr. Parkerson said that he has seen the film; the film makers had an interesting concept to show something about the history of Corvallis, featuring different businesses that started many years ago and some of the people that made that possible. The initial concept was a good one, he said, but he felt that something was lost during production; the film became more commercial and less historic in nature. Mr. Parkerson and Ms. Stephens indicated that the awards committee was undecided about this award.

Planner Richardson said that one option would be to postpone a decision on this award to give those interested an opportunity to view the film. Following brief discussion, there was consensus that Commissioners will view the film and provide comments to Planner Richardson prior to April 27. Planner Richardson will compile the comments and share them with the awards committee, which will take them into consideration in making a final decision regarding this award. It was agreed that the Commission will accept the awards committee’s final decision.

Leadership Award: Walter Frankel

Planner Richardson said that Mr. Frankel was nominated for a leadership award for his volunteer work at the Benton County Museum. The consensus of the awards committee was that Mr. Frankel is certainly deserving of an award, but that the award may be better coming from the county due to the focus of his work. Mr. Parkerson said that he has worked with Mr. Frankel at the Benton County Museum, and that he is a devoted assistant in efforts to manage, collect and organize historic artifacts. He feels that Mr. Frankel certainly deserves recognition; he agrees that it would be most appropriate for that recognition to come from Benton County. Mr. McClure agreed to pass this recommendation along to Benton County.

Leadership Award: Bob Newton

Planner Richardson said that Mr. Newton was nominated for a leadership award for multiple years of service on the Historic Preservation Advisory Board (HPAB). Mr. Parkerson said that he has known Mr. Newton for many years; he was a long-time member of the HPAB and has been a dedicated historian for Benton County and the City of Corvallis. Mr. Parkerson said that Mr. Newton is passionate about his work in preserving historic artifacts and resources, including the Van Buren Street Bridge; he thinks that he is very much deserving of this award. Council Liaison Dan Brown agreed that Mr. Newton has been a real asset with regard to historic preservation in Corvallis. Several Commissioners agreed. There was general consensus by the Commission that Mr. Newton would receive an award.

Project Award: Hillary Phelps

Planner Richardson said that Ms. Phelps was nominated for a project award for a historically sympathetic addition to the Harrison House Bed and Breakfast. Mr. Parkerson said that he was very pleased to see how well the restoration and addition had been accomplished; this is a fine example of how to add to a historic resource while being very thoughtful in carrying out the details of the construction. He suggested that Commissioners visit the site to view the work that has been done. Mr. Parkerson and Ms. Stephens indicated that the awards committee recommended this award. There was general consensus by the Commission that Ms. Phelps would receive an award.

Chair Kadas summarized that Bob Newton will receive a Leadership Award and that Hillary Phelps will receive a Project Award. There may be a third award, depending on the awards committee's final decision. She thanked Planner Richardson and the awards committee for their work on these recommendations.

Planner Richardson said that there is typically a slide presentation with one or two slides per award. Mr. Parkerson agreed to say few words about the Harrison House Bed and Breakfast.

Mr. Parkerson reported on the opening last Friday of *Memory of Place*, a juried art show in support of Historic Preservation Month. The art show includes about 45 drawings and paintings of historic resources in Linn and Benton County; there has been a very good turnout. He encouraged Commissioners to visit the show.

LDC Chapter 2.9 Revisions

Planner Richardson said that the City Council has approved a package of items for the Planning Division Work Program, one of which is to pursue revisions to Chapter 2.9 of the Land Development Code. Staff has begun the process of reviewing and proposing revisions; the proposed revisions will likely be relatively minor in nature. The plan is that the HRC will hold two or three public workshops to review the proposed revisions. The HRC recommendation will go to the Planning Commission, and then to the City Council for a final decision. It is anticipated that the process will be complete by early December. This will require at least two special meetings of the HRC, scheduled for June 22 and July 27.

In response to inquiries from the Chair, Planner Richardson said that the HRC will receive a list of the proposed Code changes, hopefully two weeks in advance of the first workshop. There is typically time for public input at the beginning and at the end of the public workshop.

Upcoming HRC Term Expirations

Planner Richardson advised that it is coming to the end of the three-year terms for Commissioners Kadas, McClure, and Morris. The City will be advertising these vacancies; sitting Commissioners are encouraged to reapply. Applications will be available in May and interviews will be conducted in June.

Mr. Parkerson urged the sitting Commissioners to reapply. Mr. McClure said that there is a possibility that he will be moving outside of the city limits. Planner Richardson agreed to check the City ordinance to see if this move would prevent him from serving on the HRC.

City Website Resources

Planner Richardson gave a presentation which included some of the resources available on the City's website that may be useful to Commissioners. There is a link for Historic Preservation in the Planning Division section of the website. Under this link, one can access information about Historic Preservation Awards, Historic Preservation Permits, and the Historic Resources Commission (including archived minutes and agenda packets). Under Maps and Other Resources, one can find information about specific properties, as well as Corvallis history and survey information. Also available on the website is information on the Oregon Historic Sites database, public hearing dates and

staff reports, and active land use cases. Corvallispermits.com has information about land use cases and an interactive aerial map; corvallismaps.com provides a summary of a given property (including information on the ward, neighborhood associations, schools, land use, zoning, Comprehensive Plan designations, etc.).

Mr. Nudelman distributed *Shortcuts to Historic Resource Committee Codes*, which he put together as a resource for use during Commission discussions. Commissioners expressed appreciation for the document.

IX. ADJOURNMENT

The meeting was adjourned at 8:08 p.m.

**HOUSING AND COMMUNITY DEVELOPMENT COMMISSION
MINUTES
April 21, 2010**

Present

Ed Fortmiller, Vice Chair
Buzz Berra
Robin de La Mora
Jennifer Jordan
Sherry Littlefield
David McCarthy
Jeanne Raymond, City Council Liaison
Tad Abernathy, Planning Commission Liaison

Absent

Judy Gibson, Chair
Michael L'Heureux

Staff

Kent Weiss
Joe DeMarzo
Terri Heine

SUMMARY OF DISCUSSION

Agenda Item	Action/Recommendation
I. Consideration & Approval: HCDC Draft Minutes of 3/10/10	Approval
II. Status: Loan Funds and Recent Rehab Loans	Information Only
III. Essential Repair Loan Policy Exception Requests (2)	Recommendations
IV. Other Business: FY 10-11 CDBG/HOME Action Plan Update	Information Only

CONTENT OF DISCUSSION

I. Consideration & Approval: HCDC Draft Minutes of 3/10/10

Vice Chair Fortmiller opened the meeting, asking for consideration of the HCDC draft minutes of March 10, 2010. The minutes were approved unanimously.

II. Status: Loan Funds and Recent Rehab Loans

Housing Program Specialist DeMarzo reported that no new rehab loans have closed since the last meeting, adding that several are in the application/review process. Regarding First Time Home Buyer (FTB) loans, DeMarzo noted that no new loans have closed since the meeting, adding that one will be closing tomorrow and another is in progress.

III. Essential Repair Loan Policy Exception Request #1

DeMarzo directed Commissioners to a memo included in their packet detailing an Essential Repair (ER) Program loan policy exception request for a one person household located at 906 NW 33rd Street. He noted that the two bedroom, one bath home was built in 1950 and is approximately 800 square feet with an attached garage.

Continuing, DeMarzo noted that overall, the property is in fair condition but the structure has some significant problems. Highest in priority are possible electrical hazards stemming from faulty wiring and a substandard overhead feed. The south wall of the home has weather related dryrot issues which are suspected to extend into some of the structural members. A thorough pest and dryrot inspection will be performed during the course of the project and repairs will be made as necessary. DeMarzo noted that the bulk of the remaining rehabilitation work will address normal wear and tear to existing components and energy efficiency upgrades. Because many of the components on the home contain lead-based paint, lead safe work practices will be used by trained personnel. Also, some of the work may need to be done in a manner which preserves the historic integrity of the front of the house, but Housing staff are currently working with the State Historic Preservation Office (SHPO) to address these concerns.

Concluding, DeMarzo noted that although the cost of the project is significant, the owner is of the opinion that the house is worth the investment, and staff has determined that the structure meets suitability for rehab criteria. He added that there is sufficient equity to secure the requested loan amount of \$59,789. Because the total loan amount exceeds the \$30,000 ER Administrative Policy threshold, a recommendation for a loan policy exception from the HCDC is needed in order to forward this request for City Manager approval.

Following a brief discussion, Commissioner Berra moved, with Commissioner Jordan's second, that the HCDC recommend City Manager approval of the request for a loan policy exception for an Essential Repair Program loan in the amount of \$59,789 for the owner of the home located at 906 NW 33rd Street. The motion passed unanimously.

Essential Repair Loan Policy Exception Request #2

Commissioner Abernathy arrived. DeMarzo directed Commissioners to a second memo included in their packet detailing an ER Program loan policy exception request for a two person household located at 2220 SE Thompson Street. He noted that the home was moved from Adair Village to its present location, adding that the estimated date of construction is 1941. The two bedroom, one bath residence is approximately 1,004 square feet, and also has a large attached garage and carport.

Continuing, DeMarzo noted that overall, the property is in fair condition except for some issues with the roof and some substantial dryrot discovered in the utility room. The scope of work is intended to address not only structural, safety and energy efficiency concerns but will also address some occupant needs for aging in place. The existing windows are the original wood double-hung with storm windows that the senior citizen owners have difficulty operating. The kitchen has all of the original, somewhat homemade, components which have seen extensive wear and tear. DeMarzo noted that a new kitchen design and cabinets will feature universal elements to improve accessibility. Regarding the current flooring, much of it is decades old with different levels from room to room. Flooring surfaces will be made more uniform during the project. Other aspects of the scope of work include roofing, plaster repairs to areas damaged from roof leaks, painting, electrical repairs, and front door replacement. Because many of the components on the home contain lead-based paint, lead safe work practices will be used by trained personnel.

Concluding, DeMarzo noted that although the cost of the project is significant, the owners are of the opinion that the home is worth the investment, and Housing staff have determined that the structure meets suitability for rehab criteria. He added that there is sufficient equity in the property to secure the requested loan amount of \$54,782. Because the total loan amount exceeds the \$30,000 ER Administrative Policy threshold, a recommendation for a loan policy exception from the HCDC is needed in order to forward this request for City Manager approval.

Following a brief discussion, Commissioner Jordan moved, with Commissioner Littlefield's second, that the HCDC recommend City Manager approval of the request for a loan policy exception for an Essential Repair Program loan in the amount of \$54,782 for the owners of the home located at 2220 SE Thompson Street. The motion passed unanimously.

IV. Other Business: FY 10-11 CDBG/HOME Action Plan Update

Housing Division Manager Weiss noted that the City Council approved the FY 10-11 CDBG/HOME Action Plan as recommended by the Commission following the public hearing at their April 19 meeting. He added that several Councilors and community members offered their thanks to the HCDC and staff for their hard work during the allocation process.

There being no further business, the meeting was adjourned at 12:30 p.m.



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

Approved as corrected, May 5, 2010
CITY OF CORVALLIS
PLANNING COMMISSION MINUTES
April 21, 2010

Present

Tad Abernathy
 Karyn Bird, *Chair*
 Jennifer Gervais, *Vice Chair*
 Tony Howell
 Steve Reese
 Jasmin Woodside
 James Feldmann
 Mark O'Brien, *Council Liaison*

Staff

Ken Gibb, Community Development Director
 Kevin Young, Planning Division Manager
 Claire Pate, Recorder

Excused

Jim Ridlington
 Frank Hann

SUMMARY OF DISCUSSION

	Agenda Item	Information Only	Held for Further Review	Recommendations
I.	Visitors' Propositions			
II.	Recommendation for Proposed Special Ordinance to Extend Expiration Dates for Approved Land Use Applications for One Year (MIS10-00016)			Recommend adoption by the City Council
III.	Planning Commission Minutes: A. April 7, 2010			Approved as amended
IV.	Old Business			
V.	New Business			
VI.	Adjournment			8:20 p.m.

CONTENT OF DISCUSSION

The Corvallis Planning Commission was called to order by Chair Karyn Bird at 7:00 p.m. in the Downtown Fire Station Meeting Room, 400 NW Harrison Boulevard. She explained that anyone

who wanted to make comment on the main order of business - the recommendation for a proposed special ordinance to extend expiration dates for approved land use applications for one year - would be given an opportunity to do so and would not have to speak during Visitor's Propositions.

I. **VISITORS' PROPOSITIONS:** There were no propositions brought forward.

II. **RECOMMENDATION FOR PROPOSED SPECIAL ORDINANCE TO EXTEND EXPIRATION DATES FOR APPROVED LAND USE APPLICATIONS FOR ONE YEAR (MIS10-00016):**

Chair Bird explained that this was not a public hearing but a request for a recommendation on a legislative matter that will be considered by the City Council. First, staff will give a presentation, then the public will be given an opportunity for comment. This will be followed by commissioners' questions of staff, discussion and final recommendation.

Planning Division Manager Kevin Young noted the additional materials that were handed out at the meeting which include: Comparison of 1993 Land Development Code and 2006 Land Development Code regarding effective periods and extension standards for various land use application types (as requested by Commissioner Howell) (**Attachment A**); testimony received from John W. Foster (**Attachment B**); and) testimony received from the Willamette Association of Realtors (**Attachment C**).

Manager Young said that the table of comparisons showed that many of the effective periods and extension timelines were identical between the old and new Codes, with some changes having been made for Lot Line Adjustments, Minor Land Partitions, Minor Replats and Detailed Development Plans within the Planned Development realm. There is additional information that is not shown on the form: it does not include timelines for Minor or Major Modifications to Planned Developments, nor to modifications to Conditional Developments.

As background, City Council received a request from the Chair of the "Prosperity That Fits" steering committee to consider extending expiration dates for recent land use approvals, largely in response to current economic conditions. After considering the request, City Council directed staff to prepare a special ordinance for consideration. A public hearing has been scheduled for May 17, 2010, to consider the special ordinance. Prior to that date, City Council would like a recommendation from the Planning Commission with regard to the ordinance. Tonight's meeting is for gathering public comment, though it is not a public hearing, and making a recommendation to City Council. This is a one-time measure and will automatically expire after the time period. This special ordinance will apply to all land use approvals that have not expired at the date of adoption, but which are set to expire prior to December 31, 2011. The extension will not apply to projects that are approved after the effective date of the ordinance. The extension would extend expiration dates for those approvals for a period of one year, in addition to any extension allowed under the applicable Land Development Code provisions that were in place at the time of application. The affected land use approval case types include Conditional Developments, Subdivisions, Major Replats, Planned Developments, Historic Preservation permits, Master Site Plans, Lot Development Options, Planned Compatibility Reviews, Partitions, Minor Replats, and Lot

Line Adjustments. Lastly, the special ordinance contains an emergency clause that would allow it to be effective immediately upon adoption.

After analysis, staff finds the special ordinance to be consistent with State-wide Planning Goals and with Comprehensive Plan policies related to economic development and housing. This measure would also preserve public dollars spent and the hundreds of hours of both staff and decision-maker time that have been invested in these land use approvals. Staff recommend that the Planning Commission recommend to City Council approval of the ordinance.

Chair Bird asked for clarification related to the date of December 31, 2011, and if that meant that the longest it would be in effect would be December 31, 2012. Manager Young said that was correct. However, on an individual case basis, the one year extension would be for one year from the date of expiration of that particular application.

Commissioner Howell asked if the one-year extension would be applied in addition to any allowed extension of an applicant's initial effective period, in the case where the initial effective period was to expire prior to December 31, 2011. Staff agreed this was the case.

Public Comment:

John Foster said that no one knows what this ordinance is going to accomplish. There is no complete list of what would be covered. However, he does not recommend that the Planning Commission ask for a complete list, as he tried to just list out the Detailed Development Plans, which took him a full day and still was not complete. What it comes down to is that there might be one or two Detailed Development plans that would be extended, both of which the Planning Commission would have the opportunity to extend anyway under the Code. There could be something dangerous that you might be approving an extension for, without having a detailed list.

Mr. Foster said a lot of these approvals may have gone through the old Land Development Code, which was voted in by City Council in 2000, though held up until 2006. What this would mean is that there could be a case where a developer was actually beginning construction more than ten years after the initial approval, and five years after a new Code was in effect. In the meantime, economic conditions might get better.

Louise Marquering agrees with Mr. Foster's testimony. She has concerns about continuing to extend applications that were approved under the old Code. What was acceptable in 1993 might not be acceptable 20 years later. For instance, protection of trees has changed considerably. She is concerned about setting a precedent about continuing to extend because the economy is bad. The State legislature tried to pass this and it went nowhere. She asked that Commissioners think carefully about this as it extends projects approved under the old Code and it can be a challenge working and applying both Codes at the same time.

Carolyn Miller said she is the project manager for Hilltop Village, a Benton Habitat for Humanity project. It is an 18-home, green, mixed-income land trust development in North Corvallis, and was approved by the Planning Commission in July, 2008, under the new Code. It has both a Detailed Development Plan and a Subdivision approval, and was based on a land donation and the vision of David and Jean Kliewer. It has been in the planning

and designing stage for over six years through the genius and generosity of the community. And then the economy tanked. They are ready to go, but do not have the funding. On behalf of Benton Habitat for Humanity, she would like to thank "Prosperity That Fits" for bringing this proposal forward. The current economic environment makes it difficult for them to get the needed financing, and this might be hard even with the one year extension. Nevertheless, they support this special ordinance and are grateful for the proposal.

Questions of Staff:

Commissioner Woodside asked what would be possible reasons for the Planning Commission to not grant an application extension when a request is made. Manager Young said that though there are no specific criteria in the Code, the language reads to the effect that the Planning Commission at its own discretion may extend an application one time if conditions have not changed. Community Development Director Ken Gibb said that the extensions are limited in duration to what the Code prescribes, and the Planning Commission cannot go beyond what it allows.

Commissioner Gervais asked what would happen if this ordinance was not approved and Habitat for Humanity ran out of their extension in 2012. What would they be required to do? Manager Young said he first wanted to clarify that Attachment A4 contained a table that gives timelines for some projects and Hilltop Village was, conveniently, one of them. They would have to go through another subdivision process with administrative review, and pay the fees again. The costs would be considerable for them, as well as staff time.

Commissioner Feldmann said that it seemed much of the concern is for cases approved under the old Code. Could the ordinance be modified to just apply to applications reviewed under the new Code? Manager Young said the Commissioners could choose to make that recommendation. However, many land use approvals under the old Code, such as Witham Oaks, were reviewed with the Natural Features Inventory data in mind. For instance, the Witham Oaks approval recognized the significant oak groves on the property, as well as the wetland areas and designed around them. Manager Young opined that the effect of new Code versus old Code in terms of natural features will not be significant in this and most other cases. Director Gibb added that staff believed that keeping it simple was the way to go, but certainly the Planning Commission could make a recommendation for changing the ordinance applicability.

Commissioner Gervais said she had a concern for how the City would be able to track the extensions, since there are so many potential applications that could take advantage of this; though many will likely not bother, others will. It seems like the tracking of all this could be a problem. Manager Young said that is why they are proposing a simple approach instead of differentiation. This will not add a whole lot more complexity to what staff has to do now.

Commissioner Howell opined that there was still staff time and costs involved in processing renewals that are already allowed, and asked if the bigger factor for this ordinance was really for the assistance to the applicant to get them to a better economic condition. Further, he thought that if the extensions were just automatic, it might make it easier for staff, instead of having applicants apply for the extension. Manager Young said that what he had been alluding to when he mentioned time and cost was the investment of these two commodities in processing the original applications: writing the staff reports, public hearings, dealing with appeals, etc. Director Gibb added that with the current system there is fairly limited staff and

Commission time spent on extension requests, but a lot of investment in the upfront approvals.

Director Gibb said that the length of time for the extension is somewhat arbitrary. Many cities have approved such an extension but with varying time periods, from one to three years in length. Some people would say one year is not enough, while others think it is too much. One of the main reasons statewide legislation in this regard failed was the issue of local control. Commissioner Woodside asked if there were any other clear reasons that the State gave for not approving an extension. Director Gibb said local control was the big issue; local jurisdictions are generally resistant to having the state tell them what to do.

In response to another question from Commissioner Woodside, staff said that though the work plan does not include a full review of the Land Development Code, there are on-going "tweaks" to the Code, and that hopefully there will be a packet of proposed revisions coming sometime in 2010.

Commissioner Gervais asked for background information as to the thought process involved in setting the time limits associated with the various land use case types. Extension times range from none to two. Manager Young said that it was hard to read intent into the Code, but that typically the more minor a case, the less of a need for an extension. The assumption is that it will be done within a year. Commissioner Gervais thought it was clear that some of the limits might indicate a desire to not have the applications out there in perpetuity. She asked if perhaps the balance that was trying to be struck was to make sure that the proposed development still best meets the need of the community over the passage of time, even if the Code itself has not changed. If Codes do not change, she wondered why time limits were imposed? Director Gibb said that, in general, a land use application is re-reviewed in light of community conditions. He could not say why there were differences between, for instance, Planned Developments and Subdivisions. It would certainly be worth another look at what the rationale had been in setting the timelines.

Commissioner Abernathy asked, if there were a "no" to granting an extension, would passage of this ordinance give it a "yes?" It was agreed this was the case, if the application were to expire by the end of 2011. Commissioner Howell further clarified that, as an example, a Planned Development that was approved in the last three years that would expire after 2011 would not benefit from this ordinance; staff agreed.

Commissioner Howell asked if staff had had contact with people who have concerns about expirations, and whether they had any feedback which might help the Planning Commission get a feel for what the scope of the benefit might be. Manager Young said he could not speak for all staff members, but he has had conversations with some folks about subdivision approvals which have a relatively short life span. To keep the approval alive, the applicant needs to record a plat. Before they can record the plat, they have to have infrastructure constructed or financially secured. It can be very difficult, especially for non-profits, to come up with these upfront costs. Director Gibb said that there are also a lot of Minor Land Partitions, and there will be benefits to those applications, as well, to allow for eventually securing financing.

Commissioner Gervais said it seems like there are a wide variety of concerns from simple and straightforward to some that are not straight forward at all. It seems the Planning Commission is being asked for a "thumbs up" or "thumbs down" vote; to step off a cliff and

hope that nothing horrible is at the bottom, or put a horrific onus on some good projects for which it is not their fault that they cannot find financing in these times. She asked if it would be possible to have the projects that would have had to go through the Planning Commission for approval of a one-year extension to still go through that process. This might address some of the concerns about some of the larger developments that straddle the two Codes. Manager Young said that the Planning Commission could certainly recommend a revision to the ordinance, which would then be reviewed by the City Attorney for an alternative wording that could be taken back to City Council for consideration. However, all of the application approvals went through City review and were found to meet criteria at the time of their review; because of this, Manager Young opined, he does not believe there are any "horrible projects" that would be preserved by this measure, though he understands there can be a difference of opinion in this regard. Commissioner Gervais said that the City has a sunset clause on projects because it recognizes that just because it was approved once, it does not necessarily mean that it will be appropriate for the community forever; and some of those timelines are fairly short.

Commissioner Howell said he would like to make the motion as written in the staff report. He then explained his thinking. Of the applications that have come forward for extensions – Witham Oaks and Ashwood Preserve, in particular – the Planning Commission had struggled with the initial approvals but on both extension requests, the Commissioners decided resoundingly that conditions really had not changed. There were other applications that might come forward that the Planning Commission had not supported but City Council had, but even for those he would not anticipate that there would be conditions changing for which they would deny an extension. This is an opportunity to respond to the economy and help people who have been impacted by conditions beyond their control to move forward with investments. We are not being asked to waive fees or provide costly assistance; this special ordinance would have a measurable impact without costing us money. He supports the deadlines, but realizes that they might need some future rethinking in terms of how they match up.

MOTION: Commissioner Howell **moved** that the Planning Commission recommend that the City Council adopt the proposed Ordinance Relating to Approved Land Use Decisions, and Declaring an Emergency. This motion is based on the information provided in the April 15, 2010, Memorandum from the Community Development Director to the Planning Commission, and based on the discussion of the Planning Commission at the April 21, 2010, Planning Commission meeting. Commissioner Reese **seconded** the motion.

Commissioner Gervais said she cannot support this because she believes they could address the concerns about community compatibility by asking for the applicant to come forward to ask for the one-year extension. She does not want to short change the public process. She supports doing something so that the approvals can stay active for a longer period of time because of the economic conditions, but does not want to give a blanket approval for those extensions.

Commissioner Woodside said that she appreciated Commissioner Gervais' stance, but just because there are no fees charged for going through a request for an extension, it still costs them time and money to go through the process.

VOTE ON THE MOTION: The motion was approved 5-1-0, with Commissioner Gervais voting no.

III. PLANNING COMMISSION MINUTES:

A. Minutes of April 7, 2010:

Commissioner Gervais asked for one revision: on page 9, last paragraph, strike "professional conflicts" and add in its place "other volunteer commitments."

MOTION: Commissioner Reese moved to approve the minutes as amended. Commissioner Howell **seconded** the motion and it **passed** unanimously.

IV. OLD BUSINESS: None

V. NEW BUSINESS:

A. Planning Division Update:

Planning Division Manager Young said two annexation applications had been received for the November election: one on the south side of West Hills Road, across from Grand Oaks, and another between 49th and 53rd Streets. The applications will be heard by the Planning Commission on June 2, with deliberations on June 16. Those dates are locked in because of the schedule.

Other applications received are for a Major Modification to the Good Samaritan Regional Medical Center Master Plan, and for Conceptual and Detailed Development Plan approval for Bald Hill Farm.

Manager Young then gave additional updates on the agendas for upcoming Planning Commission meetings.

Community Development Director Gibb updated Commissioners on the City budget and its impact on planning staff and planning efforts. He said that there would likely be lots of people attending the Budget Commission public hearing on May 11, and he invited Commissioners to attend if they wished. City Council will hold its public hearing on the budget at their first meeting in June.

Chair Bird reminded Commissioners of the live online Planning Commission training available on Friday. Manager Young said that those trainings are archived and available to be watched at one's convenience as well.

B. Other New Business

Councilor O'Brien gave a brief update on the Administrative Services hearing relating to the Sustainability Initiatives Funding. Twenty people testified, with sixteen speaking against the fees and four supporting them.

Councilor O'Brien said he had received a letter of inquiry relating to parking standards for Monroe Avenue, and changes that had been requested. Director Gibb said that

this item had been included in the listing of potential workplan items, and the intent would be to look at a set of parking standards similar to what was done downtown a few years ago, allowing for more flexibility in changing out uses of buildings. Staff thinks it would be good to look at it, but it is not part of the short term work program.

Commissioner Bird asked about a citizen's letter about food carts and the status of reviewing regulations for food carts in the city. She also wanted to know whether staff responded to letters of inquiry such as this. Director Gibb said it is likely part of the work program, but he could not remember where it was on the list. There is some impetus behind being more flexible, but obviously some merchants believe it to be unfair competition. Staff responds to direct inquiries, but if this had been submitted in response to the recent Planning Division Work Program discussion and had been offered up as testimony it might not have gotten a response.

VI. ADJOURNMENT: The meeting was adjourned at 8:20 p.m.

MEMORANDUM

To: City Council Members
From: Charles C. Tomlinson, Mayor *cc*
Date: May 13, 2010
Subject: Appointments to Airport Commission Airport Industrial Park Subcommittee

I am appointing the following persons to the Airport Commission Airport Industrial Park Subcommittee:

From the Airport Commission:
Todd Brown
Rod Berklund

From citizens at large:
Tom Gerding – Tom operates a construction company headquartered at the Airport Industrial Park.
Bill York – Bill served on the Planning Commission and the City Council.
Lanny Zoeller – Lanny served on the Airport Commission and is a real estate agent.

I will ask for confirmation of these appointments at our next Council meeting, June 7, 2010.

MEMORANDUM

May 5, 2010

TO: Mayor and City Council

FROM: Nancy Brewer, Finance Director *NB*

SUBJECT: **Scheduling Public Hearings**

Staff requests the City Council schedule Public Hearings at 7:30 PM on Monday, June 7, 2010 for:

- A recommendation for the use of State Shared Revenues for FY 2010-2011; and
- Adoption of a budget for FY 2010-2011.

MEMORANDUM

To: Mayor and City Council

From: Tony Krieg, Customer Services Manager *TK*

Subject: LIQUOR LICENSE INVESTIGATION -LUC, LLC

Date May 4, 2010

The City has received an application from Ian Johnson Owner of LUC, LLC, doing business as, LUC located at 134 SW 4th Street, Corvallis, OR 97330. This application is for a Change of Ownership with a Limited On-premise Sales liquor license.

An affirmative recommendation has been received from the Police, Fire, and Community Development Departments. No citizen comments or input were received regarding this application for endorsement.

Staff recommends the City Council authorize endorsement of this application.

Limited On-Premises Sales License

Allows the sale of malt beverages, wine and hard cider for consumption on the licensed premises, and the sale of kegs of malt beverages for off-premises consumption. Also allows licensees who are pre-approved to cater events off the licensed premises.

MEMORANDUM

To: Mayor and City Council

From: Tony Krieg, Customer Services Manager *OK*

Subject: LIQUOR LICENSE INVESTIGATION -Epic Day Spa, LLC

Date May 10, 2010

The City has received an application from Karla Garrett and Rich Carone Owners of Epic Day Spa LLC doing business as, Epic Day Spa located at 517 SW 2nd Street Corvallis, OR 97330. This application is for a New Outlet with a Limited On-premise Sales liquor license.

An affirmative recommendation has been received from the Police, Fire, and Community Development Departments. No citizen comments or input were received regarding this application for endorsement.

Staff recommends the City Council authorize endorsement of this application.

1

Limited On-Premises Sales License

Allows the sale of malt beverages, wine and hard cider for consumption on the licensed premises, and the sale of kegs of malt beverages for off-premises consumption. Also allows licensees who are pre-approved to cater events off the licensed premises.

MEMORANDUM

To: Mayor and City Council

From: Tony Krieg, Customer Services Manager 

Subject: LIQUOR LICENSE INVESTIGATION -Senor Sam's Fresh Mex Grill and WANTED Saloon

Date May 10, 2010

The City has received an application from William Smith and Erin Rutland owners of Restaurant Group of Corvallis, INC, doing business as, Senor Sam's Fresh Mex Grill and WANTED Saloon located at 1403 NW 3rd Street Corvallis, OR 97330. This application is for a Change of Ownership for a Full On- Premise sales liquor license.

An affirmative recommendation has been received from the Police, Fire, and Community Development Departments. No citizen comments or input were received regarding this application for endorsement.

Staff recommends the City Council authorize endorsement of this application.

Full On-Premises Sales License

Allows the sale and service of distilled spirits, malt beverages, cider, and wine for consumption on the licensed premises. Also allows licensees who are pre-approved to cater events off the licensed premises.

MEMORANDUM

May 6, 2010

TO: Mayor and City Council

FROM: Gary D. Boldizar, Chief of Police



SUBJECT: Edward Byrne Memorial Justice Assistance Grant (JAG) Program – FY 2010
Local Solicitation

ISSUE:

The Corvallis Police Department has been notified of a US Department of Justice, Edward Byrne JAG Program grant opportunity. City Council's recommendation in support of this grant application is required by the grant regulations.

BACKGROUND:

The Corvallis Police Department has received similar grants since 1996 for a variety of purposes under the Local Law Enforcement Block Grants Program and the Bureau of Justice Assistance JAG program. Past grant funding has been spent on technologies such as computer upgrades, computer software, emergency mitigation equipment, radios and in-car video cameras, and death investigator services.

DISCUSSION:

Funding through the grant is provided through a formula allocation process for Cities and Counties. The City of Corvallis and Benton County are identified as a disparate jurisdiction. A disparate allocation occurs when a City is scheduled to receive 150 percent more than the County while the County bears more than 50 percent of the costs associated with prosecution or incarceration of the City's Part 1 violent crime. Under the 2010 JAG Allocation, the County is ineligible for a direct grant award. The City is allocated \$13,478. For purposes of this grant, the County remains a partner with the City receiving funds and must be a signatory on the attached Memorandum of Understanding. The County agrees the City shall retain \$13,478 of the allocation.

The CITY intends to utilize the funds for the services of a death investigator via contract with the Benton County District Attorney's Office.

The grant will not be approved by the Department of Justice without the review/approval of the City Council.

Mayor and City Council
Edward Byrne Memorial Justice Assistance Grant (JAG) Program – FY 2010 Local Solicitation
May 6, 2010
Page 2 of 2

RECOMMENDATION:

Staff recommends that the City Council authorize application for the Edward Byrne Memorial Justice Assistance Grant (JAG) Program – FY 2010 Local Solicitation by the Police Department.

Review and concur:



Nancy Brewer, Finance Director



Jon Nelson, City Manager

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF CORVALLIS AND BENTON COUNTY**

**EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) PROGRAM
AWARD – FY2010 LOCAL SOLICITATION**

This Memorandum of Understanding is made and entered into this 10th day of May, 2010, by and between Benton County, a political subdivision of the State of Oregon, hereinafter referred to as COUNTY, and the City of Corvallis, an Oregon municipal corporation, hereinafter referred to as CITY.

Each party, in performing governmental functions or in paying for the performance of governmental functions hereunder, shall make that performance or those payments from current revenues legally available to that party, and

Each party finds that the performance of this Memorandum of Understanding is in the best interests of both parties, that the undertaking will benefit the public, and

The CITY and COUNTY are identified as disparate jurisdictions for allocation purposes. A disparate allocation occurs when a CITY is scheduled to receive 150 percent more than the COUNTY while the COUNTY bears more than 50 percent of the costs associated with prosecution or incarceration of the CITY'S Part 1 violent crime. Under the 2010 JAG Allocation, the COUNTY is ineligible for a direct grant award. The CITY is allocated \$13,478. For purposes of this grant, the COUNTY remains a partner with the CITY receiving funds and must be a signatory on this required MOU. The COUNTY agrees the CITY shall retain \$13,478 of the allocation. The CITY will act as the fiscal agent for the JAG funds.

The CITY intends to utilize the funds for contractual support for the services of a death investigator via contract with the Benton County District Attorney's Office.

NOW THEREFORE, THE CITY AND COUNTY agree as follows:

Section 1

Upon receipt of awarded grant funding, CITY will retain the full allocation of \$13,478.

Section 2

The CITY will use the funds for contractual support for the services of a death investigator via contract with the Benton County District Attorney's Office.

Section 3

Nothing in the performance of this MOU shall impose any liability for claims against CITY other than claims for which liability may be imposed under the Oregon Tort Claims Act.

Section 4

Nothing in the performance of this MOU shall impose any liability for claims against COUNTY other than claims for which liability may be imposed under the Oregon Tort Claims Act.

Section 5

Each party to this MOU will be responsible for its own actions under this MOU and shall not be liable for any civil liability that may arise from the furnishing of the services by the other party.

Section 6

The parties to this Agreement do not intend for any third party to obtain a right by virtue of this MOU.

Section 7

By entering into this MOU, the parties do not intend to create any obligations express or implied other than those set out herein; further, this MOU shall not create any rights in any party not a signatory hereto.

CITY OF CORVALLIS

BENTON COUNTY

Jon A. Nelson, City Manager

Diana L. Simpson, Benton County Sheriff

APPROVED AS TO FORM:

APPROVED AS TO FORM:

City Attorney

Benton County Counsel



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

PUBLIC WORKS WEEK

May 16 - 22, 2010

WHEREAS, Public works services provided in our community are an integral part of our citizens' 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 citizenry is vital to the efficient operation of the public works systems and programs provided in Corvallis, such as water, wastewater, storm water, streets, bicycle and pedestrian facilities, transit, airport, communications, engineering, and public buildings; and

WHEREAS, The health, safety, and comfort of this community greatly depends 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 vitally dependent upon the efforts and skills of public works officials; and

WHEREAS, The community benefits from the dedication and hard work of the City of Corvallis Public Works Department staff, who are committed to delivering high-quality, efficient, and cost-effective services to the citizens of Corvallis; and

WHEREAS, The efforts of these dedicated personnel are materially influenced by the people's attitude and understanding of the importance of the work they perform.

NOW, THEREFORE, I, Charles C. Tomlinson, Mayor of Corvallis, Oregon, do hereby proclaim **May 16 - 22, 2010**, as **Public Works Week** in the City of Corvallis and call upon all citizens and civic organizations to acquaint themselves with our public infrastructure services and to recognize the contribution which Corvallis Public Works staff make every day to our health, safety, comfort, and quality of life.

Charles C. Tomlinson, Mayor

Date

1044



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

Get There Another Way Week

May 24 - 28, 2010

- WHEREAS, Use of transportation alternatives to the single-occupancy vehicle (SOV) is vital to the quality of life and economic well-being of the citizens of Corvallis; and
- WHEREAS, Citizens, including workers, students, senior citizens, people with disabilities, and those unable to afford or utilize an automobile use commute options to gain access to jobs, schools, medical facilities, and other fundamental services; and
- WHEREAS, Use of public transportation, walking, bicycling, carpooling and vanpooling provides commute options to employees, students, and other citizens without the use of a SOV; and
- WHEREAS, Use of commute options decreases the demand for automobile parking, resulting in better use of land for more productive uses, such as commercial, industrial and residential development and open space, and
- WHEREAS, Increased public investment in transit services and other commute options provide the potential to expand the employment base, provide job opportunities, and enhance prosperity; and
- WHEREAS, Traffic congestion that wastes productive time can be alleviated through the increased availability and use of public transportation and other commute options; and
- WHEREAS, Walking and bicycling are healthy forms of exercise and can help to incorporate physical activity into the daily routine; and
- WHEREAS, The nation, our community, and our citizens face the risks to health and the environment that are brought on by automobile exhaust emissions.
- NOW, THEREFORE, I, Charles C. Tomlinson, Mayor of Corvallis, Oregon, do hereby proclaim **May 24 - 28, 2010**, as **Get There Another Way Week** in the City and encourage all Corvallis citizens to consider bicycling, walking, carpooling, and vanpooling to the events planned in Corvallis.

Charles C. Tomlinson, Mayor

Date
A Community That Honors Diversity



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

SISTER CITIES WEEK

May 30 - June 5, 2010

WHEREAS, The Sister Cities International is a global citizen diplomacy network whose mission is to promote peace through mutual respect, understanding, and cooperation — one individual, one community at a time; and

WHEREAS, The Corvallis Sister Cities Association is our local representative to this world mission; and

WHEREAS, A sister city relationship between Corvallis and Uzhgorod, Ukraine, was established in 1990; and

WHEREAS, A sister city relationship between Corvallis and Gondar, Ethiopia, was established in 2005; and

WHEREAS, Delegations have traveled between our community and Uzhgorod and Gondar; and

WHEREAS, These delegations have included citizen volunteers, students, teachers, artists, health professionals, leaders of non-governmental organizations, and government officials; and

WHEREAS, Topics of mutual concern in these exchanges have been education, art, music, agriculture, small business, tourism, medical/dental/vision care, disability rehabilitation, water quality, volunteerism, leadership, service club development, government and business transparency, and preparation for response to emergency events.

NOW, THEREFORE, I, Charles C. Tomlinson, Mayor of Corvallis, Oregon, do hereby proclaim **May 30 through June 5, 2010**, to be **Sister Cities Week** in the City and urge all citizens to join and support the efforts of our Sister Cities Association to nurture our community's growing relationship with Gondar, Ethiopia, and Uzhgorod, Ukraine.

Charles C. Tomlinson, Mayor

Date

1046



Fire Department
400 NW Harrison Blvd.
Corvallis, OR 97330
(541) 766-6961
Fax: (541) 766-6938
email: fire@ci.corvallis.or.us

May 3, 2010

RECEIVED

MAY 10 2010

CITY MANAGERS
OFFICE

Karen Emery, Director
Parks & Recreation
City of Corvallis

Dear Karen,

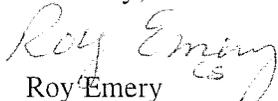
I just wanted to pass along my gratitude to Bobby Gomez and "Mum" Mattison for organizing an outstanding smoke alarm campaign with the Youth Volunteer Corp of Corvallis which included youth and adult participants from Voces Group of Linus Pauling Middle School and Camino Latino from Oregon State University.

On Saturday morning, amidst scattered rain showers, the bilingual volunteers were able to visit nearly 350 apartment dwellings located in south Corvallis neighborhoods. They managed to encourage residents to test 128 smoke alarms and found 19 alarms that did not function. The volunteers were able to restore all of dysfunctional alarms with either a new battery or by having one of our fire prevention officers install a new smoke alarm.

According to Fire Prevention Officer Jim Patton, Bobby and "Mum" did an outstanding job organizing the project as well as the youth who participated in the program. He indicated the youth were very enthusiastic, polite, and friendly both to him and to residents with whom they had contact.

Thanks to the hard work of Bobby, "Mum," and the youth volunteers, 19 Corvallis families are now properly equipped with early warning smoke detection devices that may some day save their lives. Well done!

Sincerely,


Roy Emery
Fire Chief

517 - from Mayor Tomlinson ja

Industrial Lands Analysis

Discussion of Findings

Presentation by:
Saul E. Grohs
Ronald N. Ruberg, CMC
Partners
Location Advisory Services

April 29, 2010

Presentation Agenda

- The Assignment
 - LAS Background
 - Scope of Study
 - Fieldwork Activities
- Findings and Observations
 - Overview of Wetlands Site Portfolio
 - Overview of Region for Economic Development
 - Suitability of Site Portfolio for potential ED efforts
- Assessment of Current ED efforts
 - The site selection process
 - Comments and suggestions

Location Advisory Services

- LAS is a specialized independent management consulting firm dedicated to business location and site selection
- Owned and operated by two Partners have more than 60 years of location project experience, including:
 - American Express Nabisco Brands Nortel
 - Citigroup Nestles Piper Aircraft
 - Fidelity Investments Best Foods Staples
 - Neiman Marcus Tommy Hilfiger BMW
 - Sun Microsystems Caterpillar Verizon
- LAS' selective economic development practice
 - Site certification, community/RFI assessments, labor market analyses

<u>State Agencies</u>	<u>Communities</u>	<u>Utilities</u>	<u>Other</u>
Oregon	Indianapolis	Georgia Power	Mesa de Sol
Ohio	Erie, PA	IMPA	PUL Alliance
New York	Ashland, KY	NYSEG	various realtors

Scope of Engagement

- Review identified wetland impacted industrial sites in Linn and Benton Counties
 - 20 key sites plus others on list of 108 sites
 - Drive-by inspection tour
 - Site data provided to consultants
- Evaluate suitability of these properties to support economic development in the region
 - In-person meetings with each local economic development group having listed sites
 - Interviews with key stakeholders in the region
- Quick assessment of ED efforts in the region

Project Activities

- One-day driving tour of 20 key + numerous other sites in 8 communities
- Employer Focus Groups (Albany & Corvallis)
- 8 individual Community Meetings
 - ED team (rep, Mayor/city manager, planner, et al)
- Employment Service Groups
- Utility Companies
- OSU
- Linn-Benton Community College
- Laborers' Union

Wetlands Industrial Site Portfolio

- Large number of properties listed
 - Site identification (name) is not consistent
 - Question on whether properties are really for sale
 - » Consider public-sector control (options)
 - Good mix of sizes, but limited number of large sites
 - Industrial zoning in place; varies by community
- Lack of detailed site specific information
 - Water/sewer service capacity
 - Asking prices
 - Electric service levels
 - Telecomm (?POPs; lines are on OR Prospector)
- Infrastructure shortfalls
 - Water availability

Regional Attributes for ED

- Industry base is broad and included heavy and light manufacturing and distribution
 - A few call centers and smaller software development firms
- Labor force is diverse and can handle most industry requirements
 - Heavy industry firms highly organized
 - Questions regarding wage levels
 - » Regional data is available
- Transportation access is generally good
 - I-5 is a major asset
 - Rail is reasonably available, switchyard upgrade will be major asset
 - Air access (commercial) is a question
- Low-cost electric power with high reliability

Regional Attributes for ED

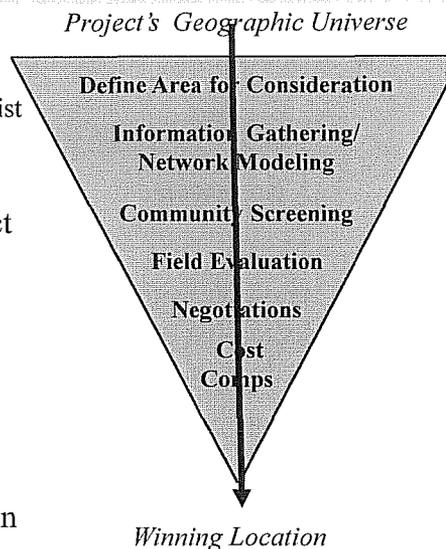
- Education institutions are excellent and add to the region's appeal
 - OSU and UO
 - LBCC
 - » Good industry assistance and excellent training opportunities
- Quality of Life is excellent and diversified enough to meet the needs of most people
 - Helps on projects with transferees and out-of area recruiting
 - Increases retention rates in existing operations
- The region should be able to compete for most industrial projects that are considering the Pacific northwest

Suitability of Site Portfolio

- Will support a wide variety of industrial uses once wetlands and infrastructure issues resolved
 - Minimal availability of “ready” sites short-term
- A few sites on top 20 list are questionable
- Usable site versus marketable site
- Lack of white-collar sites (call centers, back offices); could be a zoning issue
- Reassess larger properties to see if a readily usable site can be identified with wetlands avoidance

The Site Selection Process

- A Process of Elimination
 - Seek reasons to drop locations leading to short list of candidates (funnel)
- Traditional Steps in Location Selection Project
 - Phase I: Identify Candidates
 - Phase II: Field Investigations
 - Phase III: Incentive Negotiations and Project Implementation



The Site Selection Process

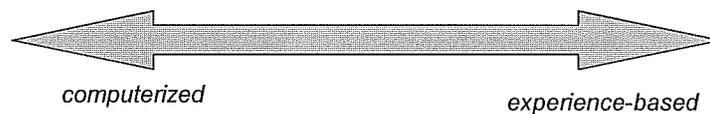
Phase I: Identify Candidates

- Search area
- Client data, alignment process
- Project specifications
- Locational objectives
- Screening
- Candidate selection

The Site Selection Process

Phase I: Identify Candidates

- Approaches to Screening



- Use of Websites is limited prior to identification of a selected list of candidates
- Screening Factor Classifications
 - go/no-go
 - costs
 - qualitative
 - labor

Phase I Screening Factors: Go/No-Go

- Search area criteria
- Geographic relationships
- Support services
- Available building/site
- Access, transportation services
- Utility needs
- Climate; natural disaster risks
- Environmental criteria

Phase I Screening Factors: Costs

- Logistics
- Labor
- Utilities
- Taxes
- Potential for incentives
- Variation in one-time costs
- Operational differences

Phase I Screening Factors: Qualitative

- Business climate
- Quality of life
- Living conditions
- Acceptability to transferees
- Educational opportunities
- Housing
- Cost of living
- Climatic conditions

Phase I Screening: Labor, A Critical Factor

- Key to success in most cases
- Dynamic “unregulated” marketplace
- Cost versus availability
- Go/ No-go element, but not easily measured
- Quality and productivity
- Tightness of labor markets (past and future)
- Unique aspects of call centers

***Due to these issues, project screening
for labor is complex and difficult***

Phase II: Final Candidate Evaluation

- Conduct field investigations in selected communities to include:
 - labor market evaluation (cost and availability)
 - site analysis
 - infrastructure adequacy
 - support services in area
 - community characteristics
 - potential for project acceptance
 - confirm as-of-right incentives and other assistance
 - collect data for economic comparisons
- Prior to fieldwork, utilize in-house GIS to map key labor availability factors
 - Examples are on the next three pages.

Assessment of Current ED Efforts

- Promotional and RFP materials provided to consultants were generally not coordinated, well-focused packages
 - Noted absence of top employer lists
 - » Lists by County would be extremely helpful
- Need to improve support data for sites
- Individual ED groups appear to be generally cooperative even though they are competitive
 - Some individuals would benefit from added knowledge of the corporate site selection process

Assessment of Current ED efforts

- There is a marked absence of any marketing with leads currently coming from the State and direct contact from prospects
 - May be attributed to lack of funds
- A Regional marketing approach should be considered
 - Probably the most cost-effective way to market
 - Branding of the region is necessary
 - Consistency of promotional materials, e.g., community profiles would be a positive
 - A regional marketing website with links to individual ED groups would be beneficial
 - Delineation of geographic coverage to be included in a regional group is beyond the scope of this assignment

Location Advisory Services, Inc. *Positioning Corporate Resources Worldwide*

135 Lexington Avenue, Fair Haven, NJ 07704

Tel: (732) 842-4988

Electronic mail: las.consulting@verizon.net

Saul E. Grohs
Partner

Ronald N. Ruberg, CMC
Partner

5/7 - From Mayor Tomlevin/see

Suggestions about how to proceed

Phase 1:

Improve industrial lands readiness

- Address wetland mitigation impediments on industrial lands (current effort)
- Increase number of certified industrial sites in Linn and Benton Counties

Build foundational elements for effective marketing and recruitment

- Develop a regional brand (current effort)
- Standardize industrial site information into a catalog and post
- Develop regional data base and web presence
- Coordinate training for hosting of industrial prospects

• Evaluate regulatory environment.

Phase 2:

Increase industrial and related development through execution of a regional marketing and recruitment strategy

Initial steps

- Establish oversight committee
- Define marketing and recruitment objectives
- Secure funding commitment
- Recruit and hire marketing specialist
- Develop regional marketing and recruitment strategy
- Consider establishment of independent non-governmental entity to conduct recruitment and marketing



Prius Plug-In Hybrid Demo Program

In late 2009, Toyota began delivery of 600 Prius Plug-in Hybrid vehicles, equipped with lithium-ion batteries, to participate in a global demonstration program. 150 vehicles are being placed with program partners in the U.S. to demonstrate plug-in hybrid technology, educate and inform the public, evaluate performance and better understand the technology's benefits to future customers.

On the consumer side, this program will allow Toyota to gather in-use driving feedback and understand customer expectations for plug-in technology. On the technical side, the program aims to confirm, in a wide variety of real world applications, the overall performance of Toyota's first-generation lithium-ion battery technology, while spurring the development of public-access charging station infrastructure.

In October 2009, Toyota announced its first demonstration program partnership with Xcel Energy's SmartGridCity program in Boulder, CO. Ten PHVs will be placed with Boulder residents who will participate in an interdisciplinary research project coordinated by the University of Colorado at Boulder Renewable and Sustainable Energy Institute (RASEI), a new joint venture between the U.S. Department of Energy's National Renewable Energy Laboratory (NREL) and the University of Colorado at Boulder.

Toyota also has announced partnerships with Qualcomm, Silicon Valley Leadership Group, Southern California Air Quality Management District, University of California, Berkeley and Portland State University.

Additional specific partners will be announced soon, with regional programs slated for northern and southern California, Washington D.C., New York City, Portland, Oregon and Pittsburgh, Pennsylvania. Each placement scenario will have a variety of 'use cases' or driving conditions (ie: commute length, usage type, access to charging) to gain maximum input to vehicle performance and customer needs.

As it becomes available, dashboard data from the 150 U.S. demonstration programs will be posted to this Web site. This in-use, readily available data will help consumers understand how the plug-in hybrid vehicles are being used, how they're performing and if the vehicle might be right for them. As the vehicles gather miles, data such as fuel economy, miles driven, charge incidents and additional content will be viewable online. In addition, demonstration partners will be sharing data amongst themselves and comparing usage and performance of the vehicles.

This demonstration program is a necessary next-step in societal preparation in that it allows Toyota the unique opportunity to inform, educate and prepare customers for the electrification of the automobile in general, and the introduction of plug-in hybrid technology, in particular.

Date of Release:

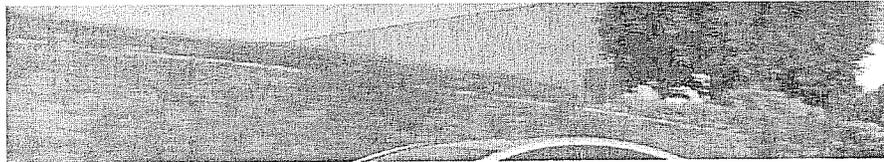
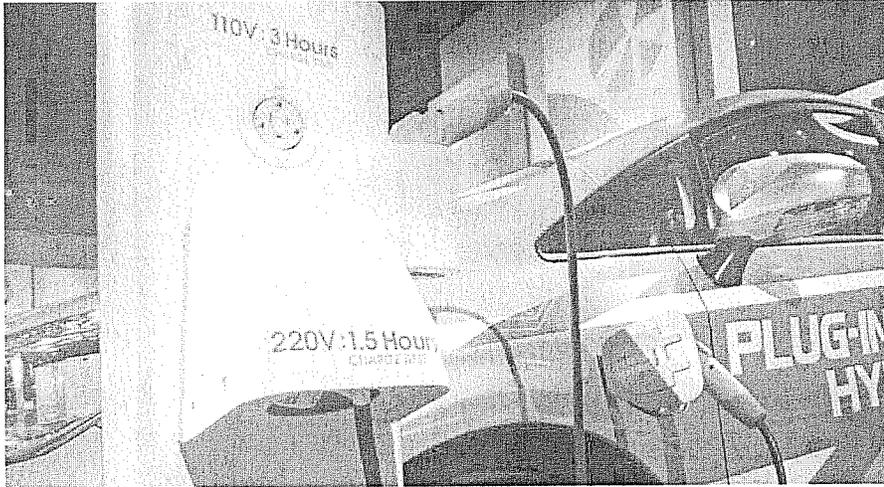
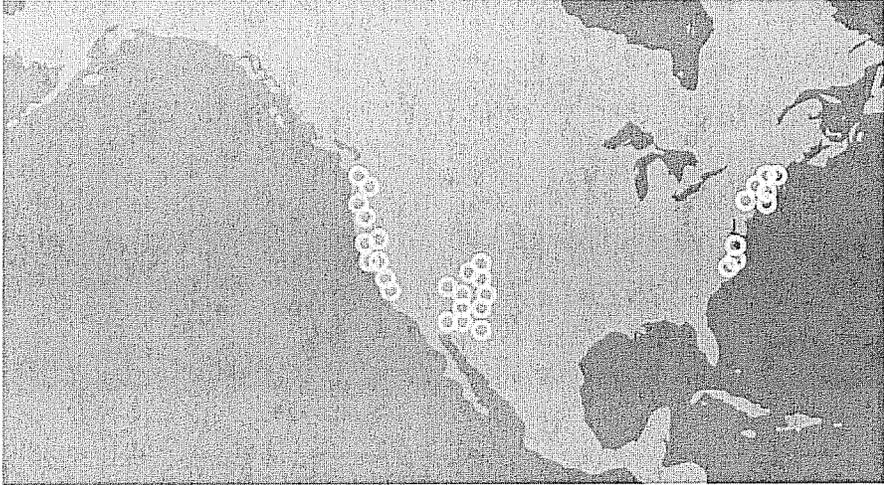
03-02-2010

Tags:

[Prius](#), [Plug-In](#), [Hybrid](#), [Demo](#), [Program](#), [2009](#)

Related Articles:

[Prius Plug-In Hybrid](#)



MEMORANDUM

May 10, 2010

TO: Mayor and City Council

FROM: Ken Gibb, Community Development Director



RE: Corvallis Daytime Drop-in Center Quarterly Report

I. Background

In April 2009 the City Council approved a General Fund allocation of \$25,000 to support the efforts of the Corvallis Daytime Drop-in Center (CDDC) through the end of FY 09-10. Two program areas were specifically identified for funding: \$10,000 was provided to support a Chronic Homeless Needs Opportunity Fund, and \$15,000 was made available as match for CDDC grant applications to other funders to create a \$50,000 pool of funds which would pay the costs of hiring a street outreach worker to work directly with people in Corvallis who are homeless. In November the Council approved a request by the CDDC to move forward with use of the \$15,000 street outreach worker funding as a scaled down activity because they (CDDC) had not been able to leverage the City's funding into the larger \$50,000 pool to support the activity as initially proposed.

Under its funding agreement the CDDC is required to provide quarterly reports on the activities it has carried out using the City's funds. The third quarterly report was received two weeks late, after a reminder e-mail, on April 28.

II. Discussion

Again this quarter the CDDC report (copy attached) provides considerable detail about the types of assistance the CDDC and its affiliate organization, Project Action, provided from January through March of 2010. It should be noted that the report also describes what was accomplished during the quarter using funds from the City's Social Services Allocations (drop in center and medical expenses); because those activities are funded under an agreement with United Way and reported to the City as part of United Way's administration of that program, they are not evaluated as part of this analysis.

The focus of the CDDC's report is on the outreach worker who began in January, and the impacts she had during the quarter. Of the \$15,000 in General Fund resources being provided to support the outreach worker position, \$5,363 was expended during January, February and March. As the report notes, the outreach worker has had some initial successes by helping homeless clients gain access to disability benefits, find housing, connect with social services, and by providing them with minor personal items. A separate report on the quarter's accomplishments, written by the outreach worker, is attached to the CDDC report.

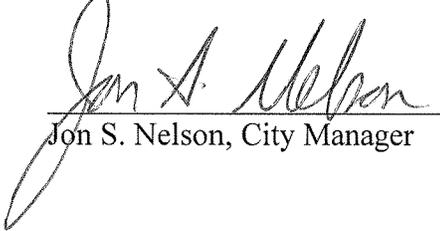
The CDDC quarterly report also describes activities carried out with City funding through a revolving loan fund, from which the entire budgeted \$6,000 has been expended; rental assistance, of which \$1,700 of the budgeted \$2,000 has been expended; and medical expenses, of which the full \$2,000 budgeted amount has been expended.

The CDDC quarterly report is adequately thorough and it appears that the outcomes and achievements it describes continue to address and comply with the terms of the City's funding agreement. A financial report documenting expenditures by activity area is also attached to the quarterly report and supports the CDDC's narrative descriptions of its activities. Please note that the set of three numeric columns on the left side of the financial report reflect expenditures on City General Fund-supported activities; the center three columns detail Social Services expenditures, which are not discussed in this report.

III. Recommended Action

The attached quarterly report complies with the City/CDDC funding agreement that governs the Council's \$25,000 General Fund allocation. This report is provided for information only, and no City Council action is requested or required.

Review and Concur:



Jon S. Nelson, City Manager

From: Barbara Ross <bross@exchangenet.net>
Subject: Fwd: CDDC, Project Action report General Fund Dollars.
Date: April 28, 2010 10:55:32 AM PDT
To: Aleita Hass-Holcombe <aleita@cmug.com>

Quarterly Report: Project Action, a program of the Corvallis Daytime Drop in Center Board Jan. thru March, expenditure of General Fund Dollars

Outreach Worker

In January, 2010, we hired a mental health outreach worker with the \$15,000 allocated by the city for this purpose. She works approximately half time and is paid \$18 an hour. The new employee is Barbara Thayer who has an extensive background of working with both the mentally ill and with homeless persons. We have used \$3,945 for payroll expenses, \$150 for accounting and \$899 for client services and \$368 for office supplies and equipment.

The First Christian Church has supplied office space and furnishings at no cost. We budgeted \$1500 for client services, and \$1000 for office supplies and equipment. We purchased a printer needed to reproduce documents.

The Corvallis Drop in Center board set as her highest priority working to establish eligibility for SSI disability payments for Homeless persons with serious mental or physical conditions. By establishing a trusting relationship, helping them complete the paper work and advocating for them to the Social Security Administration, she is helping them successfully complete the application processor a disability award. Our homeless persons are very responsive to her and she is able to get them to do things that none of the rest of us have been able to do.

We are very impressed with what she has been able to accomplish in a short time. She helped one gentleman who is mentally impaired move into housing. With her assistance he qualified for a subsidized unit at the Julian apartments. Since he has no income at all, she was able to use her client assistance money to pay for his background check (\$45) and deposit (\$50). He is now off the streets for the first time in several years. His SSI application is in process.

She has worked intensively with 12 clients this quarter. Two have been approved for SSI disability payments. Three have been denied. She is in the process of gathering additional supportive documents and planning for appeals. The rest are in some stage of the application process.

She has also had less intensive but helpful contacts with several other homeless persons with serious mental, or emotional issues. She has worked effectively to link clients with services in other agencies to help them make progress on their individual problems.

She has used the client assistance money for small expenditures that were important for the progress of their SSI application, or needed to improve their ability to cope with their current situation, Shoes, sox, medications, cell phone minutes, personal hygiene items, lice kits, birth certificates. While some of these items might have been available from some other agency, it was very effective for Mrs. Thayer to have access to discretionary funds cover small items that are an immediate need.

For each of the clients who are successful in receiving disability payments, she is setting up a payee system so that they will have help in managing their funds. Most will receive about \$670 a month.

We are applying for City Social Service funds to continue this position for another 6 months. We are attaching a copy of the last progress report for your information.

Revolving Loan Fund and Rental Assistance

We have loaned out all \$6000 allocated to the revolving loan fund. We have been paid back \$1731. Some persons are simply not able to pay us because of personal circumstances. Others have left the area and some are paying us back a little at a time. For those who have been successful in paying back their total loan, they have a great pride in meeting their obligations.

We have spent all but \$298 in the rental assistance fund. It is the board's intent to move this money into the revolving loan fund. WE CARE and St Mary's Church and CSC all provide some rental assistance, but their capacity is limited. No one else loans funds.

Miscellaneous Client Assistance

We have spent all of the city general fund allocated to miscellaneous client needs. We continue this function with donated dollars. At the moment we have \$1881 on hand. We have applied for \$7000 from the United Way for next year to help cover this need. St Mary's has been giving us \$125 a month to cover gray hound tickets since we are close to the bus station. This is one example of our efforts to avoid duplication. We focus our efforts on currently homeless persons and pay for phone minutes for persons looking for work, shoes, identification, and loop tickets to Albany.

While we are no longer using city funds for this purpose, it is important to appreciate that the city general fund dollars helped us get started in helping the homeless with these important expenses. Many have been able to find part time employment and a few have full time jobs now.

A list of current expenditures is attached

Medical Expenses

We continue to assist homeless persons in staying healthy by covering access fees to the county clinic, copays for prescriptions, and non prescription medications. We spent \$911.27 this quarter and served 71 different persons. We attempt to help our clients to avoid using the emergency room when ever possible.

Summary

In the Project Action Office located at 425 SW Madison, #Q1 We had 641 visits to our office during this quarter. We provided some type of service to 195 different persons. Services included helping homeless persons find housing that would accept them, giving persons transportation to court or giving simple information that clients request. This does not count persons who received extra services at the drop in center. Both at the drop in center and at the Project Action office, we spend significant amounts of time helping homeless persons interact effectively with other organizations. Except for our Americorp person all the services are provided by unpaid volunteers. There were 765 hours of work donated by volunteers. A Veterans Administration social worker uses our office four hours a week to meet with homeless veterans. We have been approved for another Americorp Volunteer for nest year.

Corvallis Daytime Drop-In Center's
Project Action

OUTREACH WORKER PROGRESS REPORT
February 23rd - April 12, 2010

The following reflects the status of each SSI (Supplemental Security Income) and/or SSDI (Social Security Disability Insurance) Claim for chronically homeless, disabled individuals:

Client A: Claim in process, scheduled to have evaluation April 21st. Decision should follow within thirty days. This is a homeless veteran who has multiple physical and mental disabilities, including depression, anxiety and PTSD. Client recently engaged in services through US Dept. of Veterans Affairs Community Reintegration Services Center to seek a mental health evaluation.

Client B: SSI Claim was denied. This individual has a significant seizure disorder coupled with moderate depression, suicidal ideation and alcoholism. In process of appealing initial SSA Disability Determination. This client has been unsuccessful in staying engaged in A&D treatment but is currently contemplating re-engagement.

Client C: Approved for SSI Benefits. This is a chronically homeless individual with long history of physical impairments and mobility issues. This client has been mandated a Payee by the SSA to ensure his basic needs are met. Due to the favorable determination on his claim, this client will also qualify for the Oregon Health Plan.

Client D: Approved for SSI Benefits. This is an individual who has lived outside and not sought shelter services for most of his adult life. He suffers a debilitating mental illness coupled with physical illnesses that can now be adequately addressed since he now also qualifies for OHP (Oregon Health Plan). This individual currently receives mental health services through Benton County Mental Health as well as New Beginnings (A&D Treatment Program).

Client E: SSI/SSDI Benefits denied. In process of appealing initial SSA Disability Determination. This is an individual who suffered two strokes and now has limited use of his right side. He is a chronic alcoholic and has recently decided he would like to consider exploring options for residential A&D Treatment.

Client F: Made initial contact with Social Security Administration but was jailed prior to SSI interview. This is an individual who has a lifelong history of mental illness (which has gone undiagnosed) and addiction disorder.

Client G: SSI Claim in process. This is a chronically homeless woman who is currently engaged in mental health and A&D treatment through Benton County Mental Health and New Beginnings. She also has several physical conditions/impairments. I am in the process of assisting her in filling out the Function Reports sent by Disability Determination Services and would anticipate a decision regarding her claim within 120 days.

Client H: SSI Claim denied. This individual, who does exhibit signs and symptoms of mental illness has not been compliant in following through with mental health appointments or appointments with me to complete Function Reports for the SSI process. I have made available the option of assisting in reapplying once this individual engages in some form of meaningful A&D Treatment.

Client I: This chronically homeless individual has a diagnosis of HIV positive and deteriorating health conditions that can be attributed to this diagnosis. This individual has made it through the initial contact with the SSA and interview. I anticipate we will receive Function Reports (from Disability Determination Services) within the next two weeks and together, we will complete these forms. I anticipate a determination within four months. Should this client receive an unfavorable decision, we will appeal.

Client J: This is a chronically homeless veteran who qualified for housing through the MOD Rehab Program through Linn-Benton Housing Authority. He has been living on the streets of Corvallis for the past five years. After assisting him in filling out necessary paperwork, transporting him to LBHA and paying his background check and deposit, he is now housed. He is not required to pay rent through this LBHA program. His SSI Claim was denied through first and second phase (Reconsideration) and I have referred him to attorney Brent Wells for a consultation to continue this process.

Client K: This is an individual who has a long history of suicide attempts and mental illness. He made it through the initial contact and interview with the SSA and his determination is in process.

Client L: This individual receives services through Benton County Mental Health and New Beginnings. She made it through the initial SSA contact and will interview today.

Summary: The past month and a half have proven to be meaningful in terms of accessing resources within the community and working collaboratively with community agencies such as Benton County Mental Health, New Beginnings, Linn-Benton Housing Authority, Benton County Health Department and the Social Security Administration (Albany Branch). Clients remain motivated to continue working with me with a "team approach" to set goals that include accessing income, healthcare and housing.

Corvallis Day Time Drop In Center
 For City of Corvallis

31-Mar-10

	General Fund	General Fund	General Fund	City	Social	Services Fund	Total	Total	Total
	Budget	This Quarter	Year To Date	Budget	This Quarter	Year to Date	Budget	This Quarter	Year to Date
Outreach Position	\$15,000	\$5,362.51	\$5,362.51				\$15,000	\$5,362.51	\$5,362.51
Revolving Loan Fund	\$6,000		\$6,000.00				\$6,000	\$0.00	\$6,000.00
Medical Expenses	\$2,000	\$2,000.00	\$2,000.00				\$2,000	\$2,000.00	\$2,000.00
Rental Assistance	\$2,000	\$1,666.26	\$1,701.45				\$2,000	\$1,666.26	\$1,701.45
Drop In Center Expense				\$2,000	\$1,000.00	\$2,000.00	\$2,000	\$1,000.00	\$2,000.00
Client Assistance				\$1,738		\$1,738.00	\$1,738	\$0.00	\$1,738.00
Medical Expenses				\$3,000	\$911.27	\$2,065.27	\$3,000	\$911.27	\$2,065.27
Total Expenses	\$25,000.00	\$9,028.77	\$15,063.96	\$6,738.00	\$1,911.27	\$5,803.27	\$31,738.00	\$10,940.04	\$20,867.23
Income	\$25,000.00		\$25,000.00		\$2,404.50	\$4,492.00			\$29,492.00
Balance on Hand			\$9,936.04		\$493.23	-\$1,311.27			\$8,624.77



City Manager's Monthly Highlights April 2010

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Through the City Manager's Monthly Report, I have the opportunity to review City departments' news and the dedicated and creative work accomplished by the City. The City Manager's Monthly Highlights was created to share department accomplishments with a broader audience. The detailed City Manager's Monthly Report is available on the City's Web site at www.ci.corvallis.or.us. I welcome your feedback *Jon Nelson*

Mayor and City Council

- The City received its ninth consecutive Tree City USA Award.
- The Mayor participated as a judge in the Mr./Ms. Crescent Valley and Mr. Spartan pageants. The two schools raised approximately \$200,000!

Fire

- Fire personnel responded to 590 calls this month – 478 within the City Limits, and 112 outside the City Limits.
- Preparations are underway to sell three surplus vehicles: a 1996 Jeep, a 1982 ladder truck, and a 1994/5 engine.

Library

- The Library continues to get rave reviews for the rearrangement of the Library. With more and better located display areas in the Children's area for new and special topics books, they seem to fly off the shelves and need restocking multiple times per day.
- The South Benton Library Project's (SBLP) fundraiser "Wine in Paradise" event was an astounding success. Approximately \$22,500 was raised for the new library in Monroe. Three cheers for all who supported this event! The SBLP has now raised 43 percent of the capital needed to start building.

Parks and Recreation

- Provided a grant presentation to State Parks and Recreation Department to replace the pavers at Central Park Plaza.
- More than 900 adult and senior athletes and spectators participated in the Oregon Masters Association State Championship.
- Youth Volunteer Corps developed a fire prevention project for May implementation. Latino volunteers from throughout the community and OSU will provide outreach for fire detectors in South Corvallis, mostly in apartment complexes and trailer parks.
- Received the following grants from The Benton County Foundation: \$5,000 for Youth Volunteer Corps, \$3,706 for Osborn Aquatic Center Scholarships/Family Assistance Program, and \$5,000 Youth Parks Corp program.

Police

- Officers investigated 1,736 incidents, and the Corvallis Regional Communications Center dispatched 2,843 calls for police, fire, and medical assistance this month.
- The Cops and Robbers Class started on April 7 with 42 participants and nine on the waiting list for the next class. This sets a record for being the largest number of applicants for Cops and Robbers.

Public Works

- Three new American Recovery and Reinvestment Act (ARRA)-funded Corvallis Transit System buses were delivered. The buses are awaiting installation of the auto-announce/passenger counting equipment and will be road-ready in May.
- Update on Energy Efficiency and Conservation Block Grant (EECBG)-funded projects as of March 30, 2010:
 - » Subgrantee agreements have been executed with Corvallis Environmental Center for the Volunteer Coordinator and Weatherization Incentive programs.
 - » A Request for Bid for the Majestic Theatre Lighting project is being developed.
 - » Procedures for the Revolving Loan program are being drafted.
 - » The balance of the EECBG grant (\$120,000) was awarded by the Department of Energy for the Senior Center Geothermal Heat Pump project.

City Manager's Office

- The City Manager continued budget briefings with City employees.
- The Assistant to City Manager/City Recorder reviewed changes in election laws and updated election information for the November Mayor/City Council general election.

Community Development

- One First Time Home Buyer program loan, in the amount of \$10,000, was approved and closed during April. This brings the number of down payment assistance loans in Fiscal Year 2009-2010 to ten, doubling the number of loans extended during Fiscal Year 2008-2009.
- Development Services Division staff processed 22 residential and 23 non-residential plan reviews for proposed construction projects, including five permits issued for construction of new homes. Staff conducted 1,065 construction inspections and created 39 new code enforcement cases from citizen complaints.

Finance

- MIS implemented technology that allows employees to turn off computers at night and MIS to turn them back on remotely when necessary to apply security updates or patches. This is part of the department's sustainability goal and is expected to result in significant energy cost savings.
- The Budget and Financial Planning Manager hosted the International City/County Management Association Center for Performance Measurement all-day meetings for Oregon consortium members of Albany, Corvallis, Eugene, and Hermiston (by telephone).



CITY MANAGER'S REPORT

MAY 13, 2010

2010-04

REPORTING PERIOD: APRIL 2010

I. ORGANIZATIONAL HIGHLIGHTS

- The City received its ninth consecutive Tree City USA Award.

II. MAYOR'S DIARY

I met with Council leadership this month. Other activities included helping at the Career Day for high school juniors, interviewing candidates for the Arts and Culture Commission, meeting with Sherlyn Dahl at the Benton County Health Department, touring the Library with Library Director Carolyn Rawles-Heiser, meeting with the Corvallis Youth Advisory Board, assisting with Leadership Corvallis, attending Community Time at the Corvallis Montessori School, helping judge Mr./Ms. Crescent Valley and Mr. Spartan (the two schools raised approximately \$200,000!), attending a daVinci Days Leonardo Birthday Party, attending the 4-H Open House at Hoover Elementary School, helping Corvallis Youth Board members plant gardens, meeting with Chris Nordyke about Leadership Corvallis, attending the Boys and Girls Club breakfast, attending the Joint Service Review on campus, and interviewing youth for the Parks, Natural Areas and Recreation Board.

III. POLICE

A. Department Highlights

Officers investigated 1,736 incidents this month. Following are the highlights:

- Street Crimes detectives arrested four men on numerous charges stemming from an incident which occurred more than five months earlier. During November 2009, Officers were called to a residence for a report of a home-invasion robbery. There were six people at the residence at the time, and they reported that three men had entered the residence. Two of the intruders were armed with handguns, and one was armed with a taser. The three men ordered everyone to the floor and duct taped everyone at the

residence. The suspects robbed the residents of cash, cell phones, wallets, and other property. The suspects then left the residence and took one of the victims with them in a vehicle belonging to another victim. The suspects later released the victim and allowed him to drive the vehicle back to the residence. Detectives began conducting interviews and following up on leads. The suspects, ages 20 and 21, were subsequently identified and arrested for charges of Robbery, Kidnaping, Unlawful Use of a Weapon, Menacing, Theft, and Conspiracy.

- Detectives cleared two unsolved Corvallis burglaries with the arrest of a 35-year-old Albany man. The burglaries at two businesses were reported during March. Detectives learned that lottery tickets that had been stolen at one of the burglaries had been cashed in. They followed up on that and were able to identify a potential suspect. On April 1 a Benton County Sheriff's Office Deputy pulled over a pickup and discovered stolen property from one burglary, as well as burglar tools and methamphetamine. The man was charged with two counts of Burglary, Theft, and two counts of Criminal Mischief.
- Officers responded to a robbery at a local business. The suspect was described as a white man wearing a blue hooded sweatshirt and a blue and white beanie cap over his face; he was armed with a knife. The suspect fled on foot and was not located. Investigation continues.
- K-9 Officer Harvey and Xar were on patrol when an Officer announced he was in foot pursuit of a suspect who was blocking traffic and behaving violently downtown. The Officer lost sight of the suspect, and Xar tracked the suspect, who was found hiding in a backyard. The suspect was non-compliant, was captured by K-9 Xar, and was charged with Disorderly Conduct, Interfering, and Criminal Mischief.
- Two 18-year-old and two 16-year-old subjects detonated a pipe bomb in a porta potty at Dr. Martin Luther King, Jr., Park. All four were located, confessed, and were charged with Manufacture of a Destructive Device, Possession of Destructive Device, and Criminal Mischief.
- Records Division staff processed 1,121 police reports, entered 467 traffic citations, and performed 238 background checks. Staff generated 66 incident reports – 12 percent of the total reports taken during this reporting period. Nineteen reports were submitted via the on-line reporting system Coplogic.

9-1-1 Center Calls for Service

- The Corvallis Regional Communications Center dispatched 2,843 calls for police, fire, and medical assistance this month as follows:

POLICE		FIRE AND MEDICAL	
Corvallis Police	1,736	Corvallis Fire/Ambulance	533
Benton County Sheriff	461	Other Fire/Medical	25
Philomath Police	88		
TOTAL	2,285	TOTAL	558

B. Other

- All sworn personnel attended in-service training, including impact weapons, Oleoresin Capsicum (OC) (mace), use-of-force, Taser, Automatic External Defibrillator (AED), City County Insurance, all-hazards plan, legal updates, emergency driving (classroom), tactical ethics, and how to handle found Native American Remains.
- Officer Hull accepted an employment opportunity with the State of Oregon.
- Lieutenant Henslee presented alternate strategies to the Downtown Parking Committee regarding Downtown parking.
- Lieutenant Bailey and Officer Hurley presented alcohol abuse prevention training at the semi-annual retailer training event hosted by the Corvallis Partnership.
- All personnel attend AED training.
- Detectives Rehnberg and Stauder attended the 2010 Child Abuse Summit in Portland. The four-day training was hosted by the Clackamas County Sheriff's Office.
- Detective Poole attended Basic IACIS (International Association of Computer Investigative Specialists) conference in Florida. This two-week training is the first step toward the certification for forensic computer examination.
- Lisa Castle began work as a dispatcher, and another candidate moved into the background phase. Dispatcher Wheldon resigned during training.
- Cops and Robbers Class #31 started April 7. There are 42 participants in the class and nine on the waiting list for the next class. This sets a record for being the largest number of applicants for Cops and Robbers.
- Captain Sassaman and Dispatch Supervisor Pam Hicks attended a Seven-County Tactical Interoperability Communications planning meeting in Eugene, Oregon.

IV. PUBLIC WORKS

A. Department Highlights

Administration Division

- Sustainability Program Specialist Dybvad participated in Oregon State University's (OSU) Earth Week Community Fair and Hewlett-Packard's (HP) Earth Fair to share information about the City's organizational sustainability program. Sustainability Supervisor Lovett gave a presentation on the program to the Benton County Environmental Issues Advisory Committee; they are exploring starting a similar program in the County organization.
- Completed public outreach process for Sustainability Initiatives Funding project and compiled information for Administrative Services Committee review.

Engineering Division

- Design is in progress for the Wastewater Master Plan project, Wastewater Reclamation Plant (WWRP) Electrical Equipment Replacement, Country Club Bicycle Lanes, Advanced Transportation Management System, NW Circle Boulevard Pedestrian Crossings, 2010-2011 Sanitary Sewer Rehabilitation, Airport Industrial Park Improvements, Marys River Interceptor Improvements, 2010-2011 Water System Rehabilitation and North Hills First Level Reservoir Improvements.

Transportation Division

- Three new American Recovery and Reinvestment Act (ARRA)-funded Corvallis Transit System (CTS) buses were delivered. The buses are awaiting installation of the auto-announce/passenger counting equipment and will be road-ready in May.
- CTS advertised a Request for Proposals (RFP) for operations and maintenance of CTS and the Philomath Connection. Four potential proposers attended a pre-proposal meeting, and staff provided written responses to over 60 submitted questions.
- Staff hosted alternative transportation booths for Earth Day events at OSU, HP, and the Farmers' Market.
- The Bicycle and Pedestrian Advisory Commission directed staff to begin the process to consider bicycle boulevards for Corvallis by selecting a steering committee to draft a charter and work plan.
- Using a Federal Transit Administration (FTA) New Freedoms Grant, a contractor retrofitted several local street intersections with Americans with Disabilities Act-compliant sidewalk ramps.
- Steve Franklin, a 30-year employee in the Paint and Sign workgroup, retired.

Utilities Division

- Coordinated a SOLV stream clean-up event along Dunawi Creek at Starker Arts Park.
- Hosted a 4-H Wildlife Stewards activity booth on water and soils for 360 youth.
- Led volunteers to mark more than 150 storm drains with 'Dump No Waste, Drains to River' medallions.
- Provided tours of the water and wastewater treatment plants to public health visitors from Nepal.
- Hired Ron Rampenthal as the Wastewater Collection and Stormwater System Supervisor.
- Loren Anderson, a 32-year employee in the Water Distribution workgroup, retired.

B. Other

- Traffic Order 10-03 was signed by the City Manager, allowing staff to make striping modifications to align the travel lanes on SW Fifth Street crossing SW Jefferson and SW Madison Avenues and the associated striping to implement the changes to on-street parking between SW Jefferson and SW Monroe Avenues, and to add five 10-hour metered spaces.
- Traffic Order 10-04 was signed by the City Manager, allowing staff to mark the crosswalk on NW 16th Street from the Corvallis High School campus to Taylor Field and install signage and curb markings.
- Update on Energy Efficiency and Conservation Block Grant (EECBG)-funded projects as of March 30, 2010:
 - » Subgrantee agreements have been executed with Corvallis Environmental Center for the Volunteer Coordinator and Weatherization Incentive programs.
 - » A Request for Bid for the Majestic Theater Lighting project is being developed.
 - » Procedures for the Revolving Loan program are being drafted.
 - » The balance of the EECBG grant (\$120,000) was awarded on March 24 by the Department of Energy for the Senior Center Geothermal Heat Pump project.

V. CITY MANAGER'S OFFICE

A. Department Highlights

- Prepared the November 2010 election timeline for upcoming annexation proposal.
- The City Manager continued budget briefings with City employees.

- The Assistant to City Manger/City Recorder reviewed changes in election laws and updated election information for the November Mayor/City Council general election.

VI. COMMUNITY DEVELOPMENT

A. Department Highlights

- One First Time Home Buyer program loan, in the amount of \$10,000, was approved and closed during April. This brings the number of down payment assistance loans so far in Fiscal Year 2009-2010 to ten, doubling the number of loans extended during Fiscal Year 2008-2009.
- Housing Division staff received 67 Rental Housing Program-related contacts outlining 121 separate issues, with 33 related to habitability and 88 of a non-habitability nature. Fifteen of the habitability issues reported are or may be subject to the Rental Housing Code, and citizens making contact in these cases have been advised of the process to follow to pursue resolution.
- Of the \$145,487 in American Recovery and Reinvestment Act-based Community Development Block Grant funds received to support eligible activities during Fiscal Year 2009-2010, \$141,357 (97.2 percent) has been expended on projects and reimbursed to the City through project draws.
- Development Services Division staff processed 22 residential and 23 non-residential plan reviews for proposed construction projects, including five permits issued for construction of new homes.
- Development Services Division staff conducted 1,065 construction inspections.
- Created 39 new code enforcement cases as a result of citizen complaints received.
- Code Enforcement staff partnered with Police, Fire, and Benton County Environmental Health Division in investigating and issuing a declaration of a dangerous building at 719 SW Fourth Street for unsanitary and fire hazardous conditions. An appeal was received of this declaration and will be heard by the Board of Appeals during May.
- Of the 125 mechanical and electrical permits issued during April, 41 (or 33 percent) were issued online.
- Mayor Tomlinson signed a proclamation of Building Safety Month in May. Development Services Division Inspection staff partnered with Benton County for promoting Building Safety Month at the Farmers' Market. Development Services Division staff volunteered their time May 1 to assist youth in building birdhouses as part of teaching youth about the inspection and permitting process.
- Planning Division staff issued three administrative land use decisions, including a Conditional Development Modification, a Minor Land Partition,

and a combined Minor Planned Development Modification and Tentative Subdivision Plat Modification for Seavey Meadows.

- Received six land use applications, including two Historic Preservation Permits, two administrative land use applications, a Major Planned Development Modification for the Good Samaritan Regional Medical Center, and a Planned Development application for Bald Hill Farm.

VII. FINANCE

A. Department Highlights

- MIS implemented technology that allows employees to turn off computers at night and MIS to turn them back on remotely when necessary to apply security updates or patches. This is part of the department's sustainability goal and is expected to result in significant energy cost savings.
- Budget and Financial Planning Manager Chenard hosted the International City Managers' Association (ICMA) Center for Performance Measurement all-day meetings for Oregon consortium members of Albany, Corvallis, Eugene, and Hermiston (by telephone) on April 23.
- Finance Department staff assisted an external auditor for the Teamsters to complete an audit of the Teamster's benefits payments.

VIII. FIRE

A. Department Highlights

Operational

Response Activity - April 2010	City	Non-City	Total
Fires	6	1	7
Overpressure/Rupture	0	0	0
Requests for Ambulance	259	82	341
Rescue (Quick Response Team)	107	12	119
Hazardous Condition	5	1	6
Service Requests	37	4	41
Good Intent	35	11	46
False Calls	29	1	30
Other	0	0	0
TOTAL RESPONSES OVERALL	478	112	590

- Preparations are underway to sell three surplus vehicles: a 1996 Jeep, a 1982 ladder truck, and a 1994/5 engine.

IX. LIBRARY

A. Department Highlights

- The spring all-staff In-Service day included a session on the City budget, tours of OSU Valley Library, a panel presentation and discussion on challenging patrons, and a fun customer service philosophy session. A staff committee met for weekly planning meetings prior to the day.
- Three librarians from Fujian Province, China, spent an afternoon at the Library as part of the Horner Exchange. They were particularly interested in materials handling.
- Corvallis Fall Festival requested a proposal to sponsor an art project for the teen area of the Library. We are exploring the idea of using a flat panel monitor that would display a rotating variety of teen-generated digital art.
- We continue to get rave reviews for the re-arrangement of the Library. With more and better-located display areas in the Children's area for new and special topics books, they seem to fly off the shelves and need re-stocking multiple times per day.
- The Library has taken in \$10,519.76 by credit/debit card since we added this option for payment of fines, fees, and other charges, such as meeting room rentals. Most of the total comes through the Circulation desk for fines and damaged/lost fees. We began accepting credit/debit cards at the Circulation desk in November.
- Artists Mae and Dan Hitchcock are teaching an art class on Saturday evenings at the Alsea Community Library. In return for use of the meeting room, they are making banners for either side of the driveway to go along with Summer Reading themes. They will be doing a six-week series of art classes for Summer Reading beginning the week after Alsea School releases for the summer. Alsea Valley Artisans contributed money to throw an end-of-summer-reading "Art Party" with the Hitchcocks.
- The South Benton Library Project's (SBLP) fundraiser "Wine in Paradise" event was an astounding success. Approximately \$22,500 was raised for the new library in Monroe. Three cheers for all who supported this event! Having raised this amount SBLP has now raised 43 percent of the capital needed to start building.

X. PARKS AND RECREATION

A. Department Highlights

Administration/Planning

- Applied for grants to refurbish Lincoln Elementary School tennis courts.

- Gave a grant presentation to State Parks and Recreation Department to replace the pavers at Central Park Plaza.
- Supported Fiscal Year 2010-2011 budget process.
- Supported customers registering for spring and summer recreation programs.

Aquatic Center

- Hosted Corvallis Aquatic Team and OSU Women's Swim Team practices.
- Hosted Corvallis School District 509J Adapted Physical Education Class (approximately 50 youth special needs students per week).
- More than 900 adult and senior athletes and spectators participated in the Oregon Masters Association State Championship.
- Hosted American Red Cross Blood Mobile (36 lives potentially impacted).
- More than 1,050 people participated in 37 pool and room rentals.

Parks and Natural Areas

- Meetings and process started with the Greenbelt Land Trust on Englebrecht bequest project at Bald Hill Natural Area.
- Lincoln Elementary School meeting and process started on interpretive sign project for Willamette Park.
- Stakeholder group input for Herbert Farm and Natural Area Management Plan almost complete.
- City Forester collaboration with Don Phillips from local Environmental Protection Agency results in research findings of "Ecosystem Services Provided by Urban Forests," as presented at recent Oregon Society of American Foresters meeting in Albany, Oregon.
- Landscape services designed two "sustainable landscapes" projects and applied for Sustainable Purchasing Program (SP2) funding.

Recreation

- Youth Volunteer Corps developed a fire prevention project for May implementation. Latino volunteers from throughout the community and OSU will provide outreach for fire detectors in South Corvallis, mostly in apartment complexes and trailer parks.
- Global Youth Service Day (April 24) was very successful. Youth Volunteer Corps worked with Habitat for Humanity on building community garden beds at the Habitat for Humanity Store site. Garden beds are in, and some are planted.
- Softball is scheduled to begin May 16. Co-ed team manager meetings were held.
- Received the following grants from The Benton County Foundation: \$5,000 for Youth Volunteer Corps, \$3,706 for Osborn Aquatic Center Scholarships/Family Assistance Program, \$5,000 Youth Parks Corp program.

- Healthy Kids, Heathy Community Project is working on key informant interviews, community surveys, and increased marketing campaign.

Senior Center

- Offered a variety of health and wellness programs and services, including the Cooking with a Local Chef class, Living Well With Your Dog, and the popular Footcare service program, which served a total of 75 older adults.
- Offered several fun and interesting trips, including the Actors' Caberet, a Classical Overnight to Portland, and a Sunday Brunch Train to Mt. Hood. In total 101 went on the excursions.
- The hike season began with a hike to Latourell Falls, during which 15 seniors had the opportunity to socialize and get some exercise.
- Volunteers donated 575 hours of service to seniors at the Center. In addition, Tax Aide program volunteers donated an additional 212 hours of service helping Corvallis residents with their tax returns

XI. MISCELLANEOUS

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


Jon Nelson
City Manager



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

April 2010

The following are highlights of the City Attorney's Office activities during April 2010.

1. Preparation, filing and service of new lawsuit: *City v. Crescent Valley Company, LLC* (McKenna Building Code violation case)
2. Preparation of Motion to Dismiss and other motions in CPOA/IAFF unfair labor practices (Driving/Travel/Training) matter.
3. Preparation of mediation contract for neighborhood property/easement boundary dispute.
4. Meetings with Planning Department & ODOT regarding Creekside Center.
5. Assistance to Human Resources Department regarding internal investigation.
6. Work on objections to Record in *Boucot, et al. v. City* (Brooklane Heights 3rd LUBA Appeal).
7. Assistance to Community Development Department regarding dangerous building declaration at 719 SW 4th Street.

Ongoing/Future Matters:

1. Representation of the City before the Benton County Circuit Court in *State ex rel. McElroy v. CMC* (formerly *v. Gardner*)– mandamus action– in *McElroy v. City*– Declaratory Judgment action and in *City v. Crescent Valley Company, LLC* (McKenna Building Code violation case); before the Oregon Court of Appeals in *McElroy v. Carlson* (Appeal of Motion for Relief from Judgment severed from earlier Mandamus case) and *McElroy v. City & Building Codes Structures Board*; and before the Land Use Board of Appeals re: *Safe Equities LLC v. City* (The Regent LUBA Appeal), and *Boucot, et al. v. City* (Brooklane Heights 3rd LUBA Appeal).
2. Enforcement actions re: code violations (building, rental housing, sidewalk, land development code).
3. Continued work on public records requests.
4. Continued assistance with internal investigations and employment matters.
5. Assistance in preparing findings for land use decisions.

COUNCIL REQUESTS

FOLLOW-UP REPORT

MAY 13, 2010

1. Corvallis-Benton Chamber Coalition Contract Extension (Nelson)

The current Prosperity That Fits administrative support and airport marketing/enterprise zone contracts expire on June 30, 2010. Renewing the contracts while the City Council works with staff and stakeholders on economic development expectations and metrics is recommended.

Staff will work with the Chamber Coalition to extend the contracts unless Council directs otherwise.

2. Low-Income Utility Donation (O'Brien)

The City Services bill includes room for citizens to contribute a donation to a low-income utility payment program. The City contracts with United Way to facilitate management of this program. The City collects the donations and turns the monies over to United Way to use to pay City Services bills. When a citizen contacts the City and indicates he/she cannot pay his/her bill, the City will first offer a time payment agreement. If that is not successful, the City will refer the individual to United Way. United Way has the staffing and expertise to help individuals with a more-complete safety net (i.e., if they are having trouble paying the City's utility bill, chances are they are having other problems) and also knows individuals who may be abusing the social service network. Since the low-income assistance program was added to the City Services bill (May 2006), donations have totaled \$6,230, with total payments to United Way totaling \$6,455 (early in the program monies from the Water Fund were advanced for this program). United Way is currently holding a small balance of City funds (around \$250) that is still available for low-income assistance. When those monies are expended, United Way will notify Customer Services staff; and an additional payment will be made to them.


Jon Nelson
City Manager

**CITY OF CORVALLIS – COUNCIL REQUESTS – TRACKING REPORT
PENDING REQUESTS**

Council Request Item	Requested By	Date of Request	CM Report Due Date	Assigned to	Response in CM Rpt No.	Comments
Corvallis-Benton Chamber Coalition Contracts Extension	Nelson	05-05-10	05-11-10	Nelson	CCR 05-13-10	
Low-Income Utility Donation	O'Brien	05-10-10	05-11-10	Brewer	CCR 05-13-10	
Violations at 4669 NW Rosemarie Place	Nelson	05-11-10	06-01-10	Gibb		

**ADMINISTRATIVE SERVICES COMMITTEE
SCHEDULED ITEMS**

May 13, 2010

MEETING DATE	AGENDA ITEM
May 13 (special) 4:30 pm	<ul style="list-style-type: none"> • Economic Development Allocations Deliberations
May 19	<ul style="list-style-type: none"> • Economic Development Allocations Third Quarter Reports
June 9	<ul style="list-style-type: none"> • Third Quarter Operating Report • Allied Waste Services Annual Report • 2011-2012 City Council Team Building and Goal Setting Facilitator Process
June 23	
July 7	<ul style="list-style-type: none"> • Land Use Application Fees Review
July 21	<ul style="list-style-type: none"> • Municipal Code Review: Chapter 5.03, "Offenses" (Prohibit Feeding Wild Turkeys)
August 4	
August 18	
September 8	<ul style="list-style-type: none"> • Fourth Quarter Operating Report • Economic Development Allocations Fourth Quarter Reports
September 22	
October 6	<ul style="list-style-type: none"> • Council Policy Reviews: <ul style="list-style-type: none"> • CP 91-1.01, "Copying of City Material; Charges for" • CP 92-1.05, "Miscellaneous Property Ownership"
October 20	
November 3	<ul style="list-style-type: none"> • Utility Rate Annual Review • Economic Development Application Process and Calendar
November 17	<ul style="list-style-type: none"> • Comprehensive Annual Financial Report
December 3	<ul style="list-style-type: none"> • Economic Development Allocations First Quarter Reports
December 22	<ul style="list-style-type: none"> • First Quarter Operating Report

ASC PENDING ITEMS

- Utility Rate Structure Review
- Voluntary Donations on Electronic Utility Payments

Public Works
Finance

Regular Meeting Date and Location:

Wednesday following Council, 3:30 pm – Madison Avenue Meeting Room

HUMAN SERVICES COMMITTEE SCHEDULED ITEMS

May 13, 2010

MEETING DATE	AGENDA ITEM
May 18	<ul style="list-style-type: none"> • Corvallis Fall Festival Annual Report • Municipal Code Review: Chapter 5.03, "Offenses" (Begging)
June 8	<ul style="list-style-type: none"> • Boards and Commissions Sunset Review: <ul style="list-style-type: none"> • Committee for Citizen Involvement • Citizens Advisory Commission on Civic Beautification and Urban Forestry • Council Policy Review: <ul style="list-style-type: none"> • CP 07-4.15, "Use of Computer Lab Equipment & Public Internet Access at Senior Center" • Corvallis Farmers' Markets Annual Report
June 22	<ul style="list-style-type: none"> • Social Services Allocations – Fiscal Year 2010-2011 • Council Policy Review: <ul style="list-style-type: none"> • CP 98-4.12, "Guidelines for Public Art Selection" • Revision to Municipal Code Chapter 1.16, "Boards and Commissions" (Public Art Selection Commission)
July 6	
July 20	<ul style="list-style-type: none"> • Willamette Neighborhood Housing Services Third Quarter Report
August 3	<ul style="list-style-type: none"> • Parks and Recreation Annual Fee Review
August 17	<ul style="list-style-type: none"> • Social Services Semi-Annual Report
September 8	
September 21	<ul style="list-style-type: none"> • Rental Housing Program Annual Report
October 5	<ul style="list-style-type: none"> • Council Policy Reviews: <ul style="list-style-type: none"> • CP 91-1.02, "Liquor License Approval Procedures" • AP 08-1.11, "Identity Theft Prevention and Red Flag Alerts" • CP 91-1.04, "Official Flower" • CP 95-1.07, "Policy Regarding the City Flag"
October 19	
November 2	<ul style="list-style-type: none"> • Willamette Neighborhood Housing Services Fourth Quarter Report
November 16	
December 7	<ul style="list-style-type: none"> • Council Policy Review: <ul style="list-style-type: none"> • CP 94-4.07, "City-Owned Art Objects on Private Property"
December 21	

HSC PENDING ITEMS

- Municipal Code Review: Chapter 5.01, "City Park Regulations"
(Alcoholic Beverages in Parks)

Parks & Recreation

Regular Meeting Date and Location:

Tuesday following Council, 12:00 pm – Madison Avenue Meeting Room

**URBAN SERVICES COMMITTEE
SCHEDULED ITEMS**

May 13, 2010

MEETING DATE	AGENDA ITEM
May 20	<ul style="list-style-type: none"> • Lease – Clear Wire • Airport Lease Extension – Venell Farms
June 10	<ul style="list-style-type: none"> • Boards and Commissions Sunset Review: <ul style="list-style-type: none"> • Airport Commission
June 24	
July 8	<ul style="list-style-type: none"> • Urban Stormwater Quality Management and Control Ordinance
July 22	
August 5	<ul style="list-style-type: none"> • Voters' Pamphlet Article
August 19	
September 9	
September 23	
October 7	<ul style="list-style-type: none"> • Display Advertisement for Annexation
October 21	
November 4	<ul style="list-style-type: none"> • Council Policy Review: <ul style="list-style-type: none"> • CP 98-9.06, "Transportation Corridor Plans"
November 18	
December 9	<ul style="list-style-type: none"> • Council Policy Review: <ul style="list-style-type: none"> • CP 91-9.03, "Residential Parking Permit District Fees"
December 23	

USC PENDING ITEMS

- | | |
|--|---|
| <ul style="list-style-type: none"> • Council Policy Review: CP 91-7.08, "Sidewalk Policy" • Fire Protection Services in Health Hazard Residential Areas • Reducing Potential for Fire Spread Involving Natural Resources • Renewable Energy Sources • Traffic Calming Program | Public Works
Fire
Fire
City Manager's Office
Public Works |
|--|---|

Regular Meeting Date and Location:

Thursday following Council, 4:00 pm – Madison Avenue Meeting Room

UPCOMING MEETINGS OF INTEREST



City of Corvallis

MAY - OCTOBER 2010
(Updated May 13, 2010)

MAY 2010

Date	Time	Group	Location	Subject/Note
13	2:00 pm	Public Art Selection Commission	Library Board Room	
13	5:00 pm 4:30 pm	Administrative Services Committee	Madison Avenue Mtg Rm	econ dev allocations deliberations
13	7:00 pm	Budget Commission	Downtown Fire Station	deliberations
15	10:00 am	Government Comment Corner	Library Lobby - TBD <i>Charles Tomlinson</i>	
17	12:00 pm	City Council	Downtown Fire Station	
17	5:00 pm	Parks and Recreation	Library Meeting Room	Herbert Farm/Natural Area Mgmt Plan
17	7:00 pm	City Council	Downtown Fire Station	
18	12:00 pm	Human Services Committee	Madison Avenue Mtg Rm	
19	12:00 pm	Housing and Community Dev Cmsn	Madison Avenue Mtg Rm	
19	3:30 pm	Administrative Services Committee	Madison Avenue Mtg Rm	
19	5:30 pm	Watershed Mgmt Advisory Cmsn	Madison Avenue Mtg Rm	
19	7:00 pm	Planning Commission	Downtown Fire Station	
20	4:00 pm	Urban Services Committee	Madison Avenue Mtg Rm	
20	6:30 pm	Parks, Natural Areas, and Rec Brd	Downtown Fire Station	
22	10:00 am	Government Comment Corner	Library Lobby - TBD	
25	12:00 pm	Cmsn for Martin Luther King, Jr.	City Hall Meeting Room A	
26	5:00 pm	<i>Corvallis Forest Tour</i>	<i>meet at City Hall</i>	<i>pre-registration required</i>
29		No Government Comment Corner		
31		City holiday - all offices closed		

JUNE 2010

Date	Time	Group	Location	Subject/Note
1	7:00 pm	Ward 6 meeting (Hirsch)	Osborn Aquatic Center	city-sponsored
2	7:00 pm	Planning Commission	Downtown Fire Station	
2	7:30 pm	Library Board	Library Board Room	
3	6:30 pm	City Council/Board of Commissioners joint meeting	Downtown Fire Station	proposed Enterprise Zone expansion
3	7:00 pm	Committee for Citizen Involvement	Madison Avenue Mtg Rm	
4	7:00 am	Bicycle and Pedestrian Adv Cmsn	Madison Avenue Mtg Rm	
5	10:00 am	Government Comment Corner	Library Lobby - David Hamby	
7	12:00 pm	City Council	Downtown Fire Station	
7	7:00 pm	City Council	Downtown Fire Station	
8	7:00 am	Airport Commission	Madison Avenue Mtg Rm	
8	12:00 pm	Human Services Committee	Madison Avenue Mtg Rm	
8	5:30 pm	Downtown Parking Committee	Madison Avenue Mtg Rm	
8	7:00 pm	Historic Resources Commission	Downtown Fire Station	
9	8:20 am	Citizens Advisory Cmsn on Transit	Madison Avenue Mtg Rm	
9	3:30 pm	Administrative Services Committee	Madison Avenue Mtg Rm	
9	5:30 pm	Downtown Commission	Madison Avenue Mtg Rm	

Date	Time	Group	Location	Subject/Note
9	6:00 pm	Community Tree Planting Workshop	Downtown Fire Station	
10	8:00 am	Citizens Advisory Cmsn on Civic Beautification and Urban Forestry	Parks and Rec Conf Rm	
10	4:00 pm	Urban Services Committee	Madison Avenue Mtg Rm	
12	10:00 am	Government Comment Corner	Library Lobby - Dan Brown	
14	5:00 pm	City Council work session	Madison Ave Mtg Rm	Plng Cmsn interviews
14	7:00 pm	Mayor/City Council/City Manager quarterly work session	Madison Ave Mtg Rm	
15	5:00 pm	City Council work session	Madison Ave Mtg Rm	Plng Cmsn and Hist Res Cmsn intrvws
15	5:00 pm	Parks and Recreation	Library Meeting Room	Herbert Farm/Natural Area Mgmt Plan
16	12:00 pm	Housing and Community Dev Cmsn	Madison Avenue Mtg Rm	
16	5:30 pm	Watershed Mgmt Advisory Cmsn	Madison Avenue Mtg Rm	
16	7:00 pm	Planning Commission	Downtown Fire Station	
17	6:30 pm	Parks, Natural Areas, and Rec Brd	Downtown Fire Station	
19	10:00 am	Government Comment Corner	Library Lobby - TBD	
21	12:00 pm	City Council	Downtown Fire Station	
21	7:00 pm	City Council	Downtown Fire Station	
22	12:00 pm	Human Services Committee	Madison Avenue Mtg Rm	
22	12:00 pm	Cmsn for Martin Luther King, Jr.	City Hall Meeting Room A	
22	7:00 pm	<i>Historic Resources Commission</i>	<i>Madison Avenue Mtg Rm</i>	<i>work session</i>
23	3:30 pm	Administrative Services Committee	Madison Avenue Mtg Rm	
24	4:00 pm	Urban Services Committee	Madison Avenue Mtg Rm	
26	10:00 am	Government Comment Corner	Library Lobby - TBD	

JULY 2010

Date	Time	Group	Location	Subject/Note
1	7:00 pm	Committee for Citizen Involvement	Madison Avenue Mtg Rm	
2	7:00 am	Bicycle and Pedestrian Adv Cmsn	Madison Avenue Mtg Rm	
3		No Government Comment Corner		
5		City holiday - all offices closed		
6	7:00 am	Airport Commission	Madison Avenue Mtg Rm	
6	12:00 pm	City Council	Downtown Fire Station	
6	5:30 pm	Downtown Parking Committee	Madison Avenue Mtg Rm	
6	7:00 pm	City Council	Downtown Fire Station	
7	12:00 pm	Human Services Committee	Madison Avenue Mtg Rm	
7	3:30 pm	Administrative Services Committee	Madison Avenue Mtg Rm	
7	7:00 pm	Planning Commission	Downtown Fire Station	
7	7:30 pm	Library Board	Library Board Room	
8	8:00 am	Citizens Advisory Cmsn on Civic Beautification and Urban Forestry	Parks and Rec Conf Rm	
8	4:00 pm	Urban Services Committee	Madison Avenue Mtg Rm	
10	10:00 am	Government Comment Corner	Library Lobby - TBD	
13	5:00 pm	Parks and Recreation	Library Meeting Room	Herbert Farm/Natural Area Mgmt Plan
13	7:00 pm	Historic Resources Commission	Madison Avenue Mtg Rm	
14	8:20 am	Citizens Advisory Cmsn on Transit	Madison Avenue Mtg Rm	
14	5:30 pm	Downtown Commission	Madison Avenue Mtg Rm	
15	6:30 pm	Parks, Natural Areas, and Rec Brd	Downtown Fire Station	
17	10:00 am	Government Comment Corner	Library Lobby - TBD	

Date	Time	Group	Location	Subject/Note
19	12:00 pm	City Council	Downtown Fire Station	
19	7:00 pm	City Council	Downtown Fire Station	
20	12:00 pm	Human Services Committee	Madison Avenue Mtg Rm	
21	12:00 pm	Housing and Community Dev Cmsn	Madison Avenue Mtg Rm	
21	3:30 pm	Administrative Services Committee	Madison Avenue Mtg Rm	
21	5:30 pm	Watershed Mgmt Advisory Cmsn	Madison Avenue Mtg Rm	
21	7:00 pm	Planning Commission	Downtown Fire Station	
22	4:00 pm	Urban Services Committee	Madison Avenue Mtg Rm	
24	10:00 am	Government Comment Corner	Library Lobby - TBD	
27	12:00 pm	Cmsn for Martin Luther King, Jr.	City Hall Meeting Room A	
27	7:00 pm	Historic Resources Commission	Madison Avenue Mtg Rm	work session
31	10:00 am	Government Comment Corner	Library Lobby - TBD	

AUGUST 2010

Date	Time	Group	Location	Subject/Note
2	12:00 pm	City Council	Downtown Fire Station	
2	7:00 pm	City Council	Downtown Fire Station	
3	7:00 am	Airport Commission	Madison Avenue Mtg Rm	
3	12:00 pm	Human Services Committee	Madison Avenue Mtg Rm	
3	5:30 pm	Downtown Parking Committee	Madison Avenue Mtg Rm	
4	3:30 pm	Administrative Services Committee	Madison Avenue Mtg Rm	
4	7:00 pm	Planning Commission	Downtown Fire Station	
4	7:30 pm	Library Board	Library Board Room	
5	4:00 pm	Urban Services Committee	Madison Avenue Mtg Rm	
5	7:00 pm	Committee for Citizen Involvement	Madison Avenue Mtg Rm	
6	7:00 am	Bicycle and Pedestrian Adv Cmsn	Madison Avenue Mtg Rm	
7	10:00 am	Government Comment Corner	Library Lobby - Charles Tomlinson	
10	7:00 pm	Historic Resources Commission	Madison Avenue Mtg Rm	
11	8:20 am	Citizens Advisory Cmsn on Transit	Madison Avenue Mtg Rm	
11	5:30 pm	Downtown Commission	Madison Avenue Mtg Rm	
12	8:00 am	Citizens Advisory Cmsn on Civic Beautification and Urban Forestry	Parks and Rec Conf Rm	
14	10:00 am	Government Comment Corner	Library Lobby - David Hamby	
16	12:00 pm	City Council	Downtown Fire Station	
16	7:00 pm	City Council	Downtown Fire Station	
17	12:00 pm	Human Services Committee	Madison Avenue Mtg Rm	
18	12:00 pm	Housing and Community Dev Cmsn	Madison Avenue Mtg Rm	
18	3:30 pm	Administrative Services Committee	Madison Avenue Mtg Rm	
18	5:30 pm	Watershed Mgmt Advisory Cmsn	Madison Avenue Mtg Rm	
18	7:00 pm	Planning Commission	Downtown Fire Station	
19	4:00 pm	Urban Services Committee	Madison Avenue Mtg Rm	
19	6:30 pm	Parks, Natural Areas, and Rec Brd	Downtown Fire Station	
21	10:00 am	Government Comment Corner	Library Lobby - TBD	
24	12:00 pm	Cmsn for Martin Luther King, Jr.	City Hall Meeting Room A	
28	10:00 am	Government Comment Corner	Library Lobby - TBD	

SEPTEMBER 2010

Date	Time	Group	Location	Subject/Note
1	7:30 pm	Library Board	Library Board Room	

Date	Time	Group	Location	Subject/Note
4		No Government Comment Corner		
6		City holiday - all offices closed		
7	12:00 pm	City Council	Downtown Fire Station	
7	7:00 pm	City Council	Downtown Fire Station	
8	12:00 pm	Human Services Committee	Madison Avenue Mtg Rm	
8	3:30 pm	Administrative Services Committee	Madison Avenue Mtg Rm	
9	8:00 am	Citizens Advisory Cmsn on Civic Beautification and Urban Forestry	Parks and Rec Conf Rm	
9	4:00 pm	Urban Services Committee	Madison Avenue Mtg Rm	
11	10:00 am	Government Comment Corner	Library Lobby - TBD	
16	6:30 pm	Parks, Natural Areas, and Rec Brd	Downtown Fire Station	
18	10:00 am	Government Comment Corner	Library Lobby - Dan Brown	
20	12:00 pm	City Council	Downtown Fire Station	
20	7:00 pm	City Council	Downtown Fire Station	
21	12:00 pm	Human Services Committee	Madison Avenue Mtg Rm	
22	3:30 pm	Administrative Services Committee	Madison Avenue Mtg Rm	
23	4:00 pm	Urban Services Committee	Madison Avenue Mtg Rm	
25	10:00 am	Government Comment Corner	Library Lobby - Jeanne Raymond	
27	12:00 pm	Cmsn for Martin Luther King, Jr.	City Hall Meeting Room A	

OCTOBER 2010

Date	Time	Group	Location	Subject/Note
2	10:00 am	<i>Government Comment Corner</i>	<i>Library Lobby - TBD</i>	
4	12:00 pm	City Council	Downtown Fire Station	
4	7:00 pm	City Council	Downtown Fire Station	
5	12:00 pm	<i>Human Services Committee</i>	<i>Madison Avenue Mtg Rm</i>	
6	3:30 pm	<i>Administrative Services Committee</i>	<i>Madison Avenue Mtg Rm</i>	
6	7:30 pm	<i>Library Board</i>	<i>Library Board Room</i>	
7	4:00 pm	<i>Urban Services Committee</i>	<i>Madison Avenue Mtg Rm</i>	
9	10:00 am	<i>Government Comment Corner</i>	<i>Library Lobby - TBD</i>	
14	8:00 am	<i>Citizens Advisory Cmsn on Civic Beautification and Urban Forestry</i>	<i>Parks and Rec Conf Rm</i>	
16	10:00 am	<i>Government Comment Corner</i>	<i>Library Lobby - Mark O'Brien</i>	
18	12:00 pm	City Council	Downtown Fire Station	
18	7:00 pm	City Council	Downtown Fire Station	
19	12:00 pm	<i>Human Services Committee</i>	<i>Madison Avenue Mtg Rm</i>	
20	3:30 pm	<i>Administrative Services Committee</i>	<i>Madison Avenue Mtg Rm</i>	
21	4:00 pm	<i>Urban Services Committee</i>	<i>Madison Avenue Mtg Rm</i>	
21	6:30 pm	<i>Parks, Natural Areas, and Rec Brd</i>	<i>Downtown Fire Station</i>	
23	10:00 am	<i>Government Comment Corner</i>	<i>Library Lobby - David Hamby</i>	
26	12:00 pm	<i>Cmsn for Martin Luther King, Jr.</i>	<i>City Hall Meeting Room A</i>	
30	10:00 am	<i>Government Comment Corner</i>	<i>Library Lobby - TBD</i>	

Bold type – involves the Council ~~Strikeout~~ type – meeting canceled *Italics* type – new meeting

TBD To be Determined

**Minutes of April 15, 2010
Access Benton County**

Present: Edith Yang, Esmeralda Allen, Todd Allen, Robin Bouvette, Mike Mullett, Ronald Naasko, Greg Dinkens, Joe Harrod, Tony Albert, Jim Smith.

Meeting called to order at 12:00 Noon. Introductions.

A. Special Guest: Vicki Hannah Lein, motivational speaker. ABC received a recommendation to invite Vicki to share her wealth of experience with abilities and visual challenges. She gave us 45 minutes of herself and her many interests in helping people. Because there is so much she can share with individuals and groups, we cannot summarize the wonderful content of her brief presentation. We will let our readers know that she is very delighted to share her messages at no charge to her listeners!

If you have a small or large group that would like to be educated, entertained, and encouraged, please consider asking Vicki to share with your group.

Here are some of the topics she is prepared to speak about:

- 1. Follow Your Bliss or It Will Stalk You.**
- 2. It's Never Too Late to Create an Outrageous Life.**
- 3. Who You Are Meant to Be is Staring You in the Face.**

Vicki composes and sings her own songs about disability and ability. She has a number of videos on You-tube. She illustrates many ideas with her original songs!

Please visit Vicki's website to learn more about this very special person who has lived in our community for many years: www.OutrageousVisions.com

ABC is very pleased to introduce to you such a strong supporter of access and a very giving volunteer to help others.

B. Minutes of March 18 2010 approved as submitted.

C. Treasurer's Report: Balance of \$305.00 in petty cash. Purchase of plaque and engraving services were only recent expenses.

D. Correspondence. Two letters from ABC to public accommodation businesses requesting opportunity to meet with manager to discuss possible improvements with access.

E. Continuing Businesses:

- 1. Read research information provided by Pat Shermer concerning legal aspects of ABC forming an association with an existing non-profit agency. Such an association would enable ABC to accept donations and provide donors with tax-deductions for their contributions.**
- 2. Preparation for Keith E. Billings Award. The presentation was made following our meeting this day! Those ABCers present were thrilled to have such a large number of persons present who were involved with the renovation project which is now "Kearney Hall".**

The ceremony was outdoors at the front entrance to the Hall. The weather was beautiful. Many sincere words were shared by representatives of the School of Civil and Construction Engineering, OSU Facility Services, OSU Foundation, Hoffman Construction, and SERA Architects.

The ABC Proclamation for Keith's Award for 2010 was read. Ronald Naasko presented the Plaque to Scott Ashford, PE, PhD who accepted for the many individuals and organizations recognized.

The Plaque will be displayed in the case on the left as you enter Kearney Hall.

Please help us find the recipient for Keith's Award for 2010!

F. New Business:

- 1. Ability Awareness Day. The event will be held from 10 a.m. to Noon on Saturday, August 7th. The event is co-sponsored by Corvallis Parks and Recreation and ABC. The third planning meeting will be held on Friday, May 21st, 10 a.m., Sunnyside Up Cafe. We are looking for more organizations and agencies to participate in the event. Brochures, invitations, and details will be available soon. ABC would gratefully accept contributions to defray costs related to publicity, mailing, and printing. www.accessbentoncounty.org**

We would like to get the word out that non-profits and businesses serving persons with disabilities may be interested in having an information table or booth to compliment the Ability Awareness theme!

Meeting Adjourned at 1 p.m.. Next monthly meeting will be May 20th, Noon to 1 p.m., Benton Plaza, Commissioner's Meeting Room.



MEMORANDUM

DATE: May 12, 2010

TO: Mayor and City Council

FROM: Ken Gibb, Community Development Director 

SUBJECT: **Special Ordinance - Land Use Expiration Extension Project
(MIS10-00016)**

I. ISSUE

At the March 1, 2010, City Council meeting, Elizabeth French, Chair of the Prosperity That Fits (PTF) Steering Committee requested that the City of Corvallis consider extending land use approval expiration dates due to economic conditions. The City Council then directed Community Development Staff to prepare a memorandum outlining a process to extend land use approval expiration dates. On March 15, 2010, the City Council considered the request and directed Community Development Staff to prepare a special ordinance to address this matter. The City Council asked that the Planning Commission review the proposed ordinance (**Exhibit A**) and provide a recommendation regarding the ordinance to the Council.

The Planning Commission met on April 21, 2010, received public comment on the proposed ordinance, and decided to recommend that the City Council adopt the special ordinance, as written. The minutes from the April 21, 2010, Planning Commission meeting are included as **Exhibit B** to this Memorandum. Testimony submitted to the Planning Commission and requested materials from Planning Commissioners are attached to the April 21, 2010, minutes.

II. DISCUSSION

The proposed ordinance is not a change to the Land Development Code, but instead would function as a "one-time" extension to active land use approvals, which would automatically expire with the lapse of the additional one-year extension period. The draft

special ordinance, entitled, "An Ordinance Relating to Approved Land Use Decisions, and Declaring an Emergency," is included as **Exhibit A** to this Memorandum. The ordinance includes the following provisions:

1. The extension to expiration dates is based on current economic conditions and is a one-time decision.
2. The extension applies to all land use approvals that have not expired at the date of adoption, but which are set to expire prior to December 31, 2011.
3. The extension would extend the expiration dates for these approvals for a period of one year, in addition to any extension allowed under the applicable Land Development Code provisions that were in place at the time of application.
4. Affected land use approval case-types include conditional development, subdivision, major replat, planned development, historic preservation permit, master site plan, lot development option, plan compatibility review, partition, minor replat, and lot line adjustment.
5. The special ordinance contains an emergency clause such that it would be effective immediately upon adoption.

A complete discussion of the applicability of the special ordinance and analysis of consistency with Comprehensive Plan Policies and other decision criteria is included in the April 15, 2010, Planning Commission Staff Report (**Exhibit C**).

III. RECOMMENDATION

Based on the analysis in the April 15, 2010, Planning Commission Staff Report, as well as the discussion of the special ordinance, as reflected in the April 21, 2010, Planning Commission minutes, the Planning Commission and Staff recommend that the City Council adopt the special ordinance as written, by the following motion:

I move to adopt the findings in support of the proposed ordinance in the April 15, 2010, Planning Commission Staff Report, as well as the findings in support of the proposed ordinance, as expressed in the April 21, 2010, Planning Commission minutes and in the May 17, 2010, City Council minutes.

EXHIBITS:

- A. An Ordinance Relating to Approved Land Use Decisions, and Declaring an Emergency**
- B. April 21, 2010, Planning Commission Minutes, with Attachments**

C. **April 15, 2010, Planning Commission Staff Report regarding the Special Ordinance**

Review and Concur:



Jon S. Nelson,
City Manager

ORDINANCE 2010-_____

**AN ORDINANCE RELATING TO APPROVED LAND USE DECISIONS,
AND DECLARING AN EMERGENCY**

Whereas, the Planning Commission, after reviewing the proposed special ordinance on April 21, 2010, has forwarded its recommendation to the City Council concerning a proposal for a special ordinance extending the effective date of approved land use decisions by one additional year; and

Whereas, after proper legal notice, a public hearing before the City Council, concerning the proposed special ordinance was held on May 17, 2010, and interested persons and the general public were given an opportunity to be heard, and the recommendations of the Planning Commission and staff were reviewed by Council; and

Whereas, the recent economic downturn has made it difficult to secure financing for construction and created a disruption in local and national real estate markets that has significantly slowed the development of approved land development projects in the City of Corvallis; and

Whereas, City resources and a great deal of time have been spent by decision-makers and City staff in the process of approving a variety of land use applications that appear likely to expire due to the economic downturn; and

Whereas, a one-year extension to the effective period of the subject land use approvals is not anticipated to preserve the approvals beyond a reasonable period of time; and

Whereas, the findings of fact contained in the portions of the April 16, 2010, Staff Report to the Planning Commission that demonstrate support for the proposed special ordinance extending the effective dates of approved land use decisions that would otherwise expire prior to December 31, 2011 by one calendar year, are by this reference incorporated herein, and are hereby adopted as findings by the City Council.

THE CITY OF CORVALLIS ORDAINS AS FOLLOWS:

Section 1. Purpose.

Land Use decisions within the City of Corvallis may expire if the Land Development Code sets out a particular "effective period" from the date of approval of a development project.

Due to the current unforeseen and unprecedented economic and financial disruptions, financing for many approved development projects within the City limits is difficult to obtain. This Ordinance is intended to extend the time that an approved land use decision remains effective, before actions otherwise required by the Land Development Code for the developer to complete the development are complete.

Section 2. Definitions.

For purposes of this ordinance only, the following definitions apply:

- (a) "Land Development Code" means the City of Corvallis Land Development Code.
- (b) "Approved Land Use Decision" means any decision made under the authority of the Land Development Code, by any appropriate level of decision maker, which has not expired or otherwise terminated prior to the effective date of this ordinance.
- (c) "Effective period" means any period of time established in the Land Development Code after which an approve land use decision could expire, regardless of the language describing the period of time in the Land Development Code.

Section 3. Extension of Effective period.

- (a) The effective period of any Approved Land Use Decision is extended by one additional calendar year.
- (b) This extension is in addition to, and not in place of, any other extension allowed by the text of the Land Development Code, so long as the extension is also consistent with subsection (d), below.
- (c) This extension does not apply to projects approved after the effective date of this ordinance.
- (d) This extension applies only to those Approved Land Use Decisions which would otherwise expire prior to December 31, 2011, but which have not expired as of the effective date of this ordinance.

Section 4. Emergency.

The general welfare of the public will be promoted if this ordinance takes effect immediately. Therefore, an emergency is declared and this ordinance shall take effect immediately upon its passage by the City Council and its approval by the Mayor.

PASSED by the City Council this _____ day of _____, 2010.

APPROVED by the Mayor this _____ day of _____, 2010.

EFFECTIVE this _____ day of _____, 2010.

Mayor

ATTEST:

City Recorder

Exhibit A-2



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

SCANNED

Approved as corrected, May 5, 2010
CITY OF CORVALLIS
PLANNING COMMISSION MINUTES
 April 21, 2010

Date: 05.06.10 By: JTC

Present

Tad Abernathy
 Karyn Bird, *Chair*
 Jennifer Gervais, *Vice Chair*
 Tony Howell
 Steve Reese
 Jasmin Woodside
 James Feldmann
 Mark O'Brien, *Council Liaison*

Staff

Ken Gibb, Community Development Director
 Kevin Young, Planning Division Manager
 Claire Pate, Recorder

Excused

Jim Ridlington
 Frank Hann

SUMMARY OF DISCUSSION

	Agenda Item	Information Only	Held for Further Review	Recommendations
I.	Visitors' Propositions			
II.	Recommendation for Proposed Special Ordinance to Extend Expiration Dates for Approved Land Use Applications for One Year (MIS10-00016)			Recommend adoption by the City Council
III.	Planning Commission Minutes: A. April 7, 2010			Approved as amended
IV.	Old Business			
V.	New Business			
VI.	Adjournment			8:20 p.m.

Exhibit B-1

CONTENT OF DISCUSSION

The Corvallis Planning Commission was called to order by Chair Karyn Bird at 7:00 p.m. in the Downtown Fire Station Meeting Room, 400 NW Harrison Boulevard. She explained that anyone

who wanted to make comment on the main order of business - the recommendation for a proposed special ordinance to extend expiration dates for approved land use applications for one year - would be given an opportunity to do so and would not have to speak during Visitor's Propositions.

SCANNED

I. **VISITORS' PROPOSITIONS:** There were no propositions brought forward.

II. **RECOMMENDATION FOR PROPOSED SPECIAL ORDINANCE TO EXTEND EXPIRATION DATES FOR APPROVED LAND USE APPLICATIONS FOR ONE YEAR (MIS10-00016):**

Chair Bird explained that this was not a public hearing but a request for a recommendation on a legislative matter that will be considered by the City Council. First, staff will give a presentation, then the public will be given an opportunity for comment. This will be followed by commissioners' questions of staff, discussion and final recommendation.

Planning Division Manager Kevin Young noted the additional materials that were handed out at the meeting which include: Comparison of 1993 Land Development Code and 2006 Land Development Code regarding effective periods and extension standards for various land use application types (as requested by Commissioner Howell) (**Attachment A**); testimony received from John W. Foster (**Attachment B**); and) testimony received from the Willamette Association of Realtors (**Attachment C**).

Manager Young said that the table of comparisons showed that many of the effective periods and extension timelines were identical between the old and new Codes, with some changes having been made for Lot Line Adjustments, Minor Land Partitions, Minor Replats and Detailed Development Plans within the Planned Development realm. There is additional information that is not shown on the form: it does not include timelines for Minor or Major Modifications to Planned Developments, nor to modifications to Conditional Developments.

As background, City Council received a request from the Chair of the "Prosperity That Fits" steering committee to consider extending expiration dates for recent land use approvals, largely in response to current economic conditions. After considering the request, City Council directed staff to prepare a special ordinance for consideration. A public hearing has been scheduled for May 17, 2010, to consider the special ordinance. Prior to that date, City Council would like a recommendation from the Planning Commission with regard to the ordinance. Tonight's meeting is for gathering public comment, though it is not a public hearing, and making a recommendation to City Council. This is a one-time measure and will automatically expire after the time period. This special ordinance will apply to all land use approvals that have not expired at the date of adoption, but which are set to expire prior to December 31, 2011. The extension will not apply to projects that are approved after the effective date of the ordinance. The extension would extend expiration dates for those approvals for a period of one year, in addition to any extension allowed under the applicable Land Development Code provisions that were in place at the time of application. The affected land use approval case types include Conditional Developments, Subdivisions, Major Replats, Planned Developments, Historic Preservation permits, Master Site Plans, Lot Development Options, Planned Compatibility Reviews, Partitions, Minor Replats, and Lot

Exhibit B-2

Line Adjustments. Lastly, the special ordinance contains an emergency clause that would allow it to be effective immediately upon adoption.

After analysis, staff finds the special ordinance to be consistent with State-wide Planning Goals and with Comprehensive Plan policies related to economic development and housing. This measure would also preserve public dollars spent and the hundreds of hours of both staff and decision-maker time that have been invested in these land use approvals. Staff recommend that the Planning Commission recommend to City Council approval of the ordinance.

Chair Bird asked for clarification related to the date of December 31, 2011, and if that meant that the longest it would be in effect would be December 31, 2012. Manager Young said that was correct. However, on an individual case basis, the one year extension would be for one year from the date of expiration of that particular application.

Commissioner Howell asked if the one-year extension would be applied in addition to any allowed extension of an applicant's initial effective period, in the case where the initial effective period was to expire prior to December 31, 2011. Staff agreed this was the case.

Public Comment:

John Foster said that no one knows what this ordinance is going to accomplish. There is no complete list of what would be covered. However, he does not recommend that the Planning Commission ask for a complete list, as he tried to just list out the Detailed Development Plans, which took him a full day and still was not complete. What it comes down to is that there might be one or two Detailed Development plans that would be extended, both of which the Planning Commission would have the opportunity to extend anyway under the Code. There could be something dangerous that you might be approving an extension for, without having a detailed list.

Mr. Foster said a lot of these approvals may have gone through the old Land Development Code, which was voted in by City Council in 2000, though held up until 2006. What this would mean is that there could be a case where a developer was actually beginning construction more than ten years after the initial approval, and five years after a new Code was in effect. In the meantime, economic conditions might get better.

Louise Marquering agrees with Mr. Foster's testimony. She has concerns about continuing to extend applications that were approved under the old Code. What was acceptable in 1993 might not be acceptable 20 years later. For instance, protection of trees has changed considerably. She is concerned about setting a precedent about continuing to extend because the economy is bad. The State legislature tried to pass this and it went nowhere. She asked that Commissioners think carefully about this as it extends projects approved under the old Code and it can be a challenge working and applying both Codes at the same time.

Carolyn Miller said she is the project manager for Hilltop Village, a Benton Habitat for Humanity project. It is an 18-home, green, mixed-income land trust development in North Corvallis, and was approved by the Planning Commission in July, 2008, under the new Code. It has both a Detailed Development Plan and a Subdivision approval, and was based on a land donation and the vision of David and Jean Kliever. It has been in the planning

and designing stage for over six years through the genius and generosity of the community. And then the economy tanked. They are ready to go, but do not have the funding. On behalf of Benton Habitat for Humanity, she would like to thank "Prosperity That Fits" for bringing this proposal forward. The current economic environment makes it difficult for them to get the needed financing, and this might be hard even with the one year extension. Nevertheless, they support this special ordinance and are grateful for the proposal.

Questions of Staff:

Commissioner Woodside asked what would be possible reasons for the Planning Commission to not grant an application extension when a request is made. Manager Young said that though there are no specific criteria in the Code, the language reads to the effect that the Planning Commission at its own discretion may extend an application one time if conditions have not changed. Community Development Director Ken Gibb said that the extensions are limited in duration to what the Code prescribes, and the Planning Commission cannot go beyond what it allows.

Commissioner Gervais asked what would happen if this ordinance was not approved and Habitat for Humanity ran out of their extension in 2012. What would they be required to do? Manager Young said he first wanted to clarify that Attachment A4 contained a table that gives timelines for some projects and Hilltop Village was, conveniently, one of them. They would have to go through another subdivision process with administrative review, and pay the fees again. The costs would be considerable for them, as well as staff time.

Commissioner Feldmann said that it seemed much of the concern is for cases approved under the old Code. Could the ordinance be modified to just apply to applications reviewed under the new Code? Manager Young said the Commissioners could choose to make that recommendation. However, many land use approvals under the old Code, such as Witham Oaks, were reviewed with the Natural Features Inventory data in mind. For instance, the Witham Oaks approval recognized the significant oak groves on the property, as well as the wetland areas and designed around them. Manager Young opined that the effect of new Code versus old Code in terms of natural features will not be significant in this and most other cases. Director Gibb added that staff believed that keeping it simple was the way to go, but certainly the Planning Commission could make a recommendation for changing the ordinance applicability.

Commissioner Gervais said she had a concern for how the City would be able to track the extensions, since there are so many potential applications that could take advantage of this; though many will likely not bother, others will. It seems like the tracking of all this could be a problem. Manager Young said that is why they are proposing a simple approach instead of differentiation. This will not add a whole lot more complexity to what staff has to do now.

Commissioner Howell opined that there was still staff time and costs involved in processing renewals that are already allowed, and asked if the bigger factor for this ordinance was really for the assistance to the applicant to get them to a better economic condition. Further, he thought that if the extensions were just automatic, it might make it easier for staff, instead of having applicants apply for the extension. Manager Young said that what he had been alluding to when he mentioned time and cost was the investment of these two commodities in processing the original applications: writing the staff reports, public hearings, dealing with appeals, etc. Director Gibb added that with the current system there is fairly limited staff and

Commission time spent on extension requests, but a lot of investment in the upfront approvals.

Director Gibb said that the length of time for the extension is somewhat arbitrary. Many cities have approved such an extension but with varying time periods, from one to three years in length. Some people would say one year is not enough, while others think it is too much. One of the main reasons statewide legislation in this regard failed was the issue of local control. Commissioner Woodside asked if there were any other clear reasons that the State gave for not approving an extension. Director Gibb said local control was the big issue; local jurisdictions are generally resistant to having the state tell them what to do.

In response to another question from Commissioner Woodside, staff said that though the work plan does not include a full review of the Land Development Code, there are on-going "tweaks" to the Code, and that hopefully there will be a packet of proposed revisions coming sometime in 2010.

Commissioner Gervais asked for background information as to the thought process involved in setting the time limits associated with the various land use case types. Extension times range from none to two. Manager Young said that it was hard to read intent into the Code, but that typically the more minor a case, the less of a need for an extension. The assumption is that it will be done within a year. Commissioner Gervais thought it was clear that some of the limits might indicate a desire to not have the applications out there in perpetuity. She asked if perhaps the balance that was trying to be struck was to make sure that the proposed development still best meets the need of the community over the passage of time, even if the Code itself has not changed. If Codes do not change, she wondered why time limits were imposed? Director Gibb said that, in general, a land use application is re-reviewed in light of community conditions. He could not say why there were differences between, for instance, Planned Developments and Subdivisions. It would certainly be worth another look at what the rationale had been in setting the timelines.

Commissioner Abernathy asked, if there were a "no" to granting an extension, would passage of this ordinance give it a "yes?" It was agreed this was the case, if the application were to expire by the end of 2011. Commissioner Howell further clarified that, as an example, a Planned Development that was approved in the last three years that would expire after 2011 would not benefit from this ordinance; staff agreed.

Commissioner Howell asked if staff had had contact with people who have concerns about expirations, and whether they had any feedback which might help the Planning Commission get a feel for what the scope of the benefit might be. Manager Young said he could not speak for all staff members, but he has had conversations with some folks about subdivision approvals which have a relatively short life span. To keep the approval alive, the applicant needs to record a plat. Before they can record the plat, they have to have infrastructure constructed or financially secured. It can be very difficult, especially for non-profits, to come up with these upfront costs. Director Gibb said that there are also a lot of Minor Land Partitions, and there will be benefits to those applications, as well, to allow for eventually securing financing.

Commissioner Gervais said it seems like there are a wide variety of concerns from simple and straightforward to some that are not straight forward at all. It seems the Planning Commission is being asked for a "thumbs up" or "thumbs down" vote; to step off a cliff and

hope that nothing horrible is at the bottom, or put a horrific onus on some good projects for which it is not their fault that they cannot find financing in these times. She asked if it would be possible to have the projects that would have had to go through the Planning Commission for approval of a one-year extension to still go through that process. This might address some of the concerns about some of the larger developments that straddle the two Codes. Manager Young said that the Planning Commission could certainly recommend a revision to the ordinance, which would then be reviewed by the City Attorney for an alternative wording that could be taken back to City Council for consideration. However, all of the application approvals went through City review and were found to meet criteria at the time of their review; because of this, Manager Young opined, he does not believe there are any "horrible projects" that would be preserved by this measure, though he understands there can be a difference of opinion in this regard. Commissioner Gervais said that the City has a sunset clause on projects because it recognizes that just because it was approved once, it does not necessarily mean that it will be appropriate for the community forever; and some of those timelines are fairly short.

Commissioner Howell said he would like to make the motion as written in the staff report. He then explained his thinking. Of the applications that have come forward for extensions – Witham Oaks and Ashwood Preserve, in particular – the Planning Commission had struggled with the initial approvals but on both extension requests, the Commissioners decided resoundingly that conditions really had not changed. There were other applications that might come forward that the Planning Commission had not supported but City Council had, but even for those he would not anticipate that there would be conditions changing for which they would deny an extension. This is an opportunity to respond to the economy and help people who have been impacted by conditions beyond their control to move forward with investments. We are not being asked to waive fees or provide costly assistance; this special ordinance would have a measurable impact without costing us money. He supports the deadlines, but realizes that they might need some future rethinking in terms of how they match up.

MOTION: Commissioner Howell **moved** that the Planning Commission recommend that the City Council adopt the proposed Ordinance Relating to Approved Land Use Decisions, and Declaring an Emergency. This motion is based on the information provided in the April 15, 2010, Memorandum from the Community Development Director to the Planning Commission, and based on the discussion of the Planning Commission at the April 21, 2010, Planning Commission meeting. Commissioner Reese **seconded** the motion.

Commissioner Gervais said she cannot support this because she believes they could address the concerns about community compatibility by asking for the applicant to come forward to ask for the one-year extension. She does not want to short change the public process. She supports doing something so that the approvals can stay active for a longer period of time because of the economic conditions, but does not want to give a blanket approval for those extensions.

Commissioner Woodside said that she appreciated Commissioner Gervais' stance, but just because there are no fees charged for going through a request for an extension, it still costs them time and money to go through the process.

VOTE ON THE MOTION: The motion was approved 5-1-0, with Commissioner Gervais voting no.

Comparison of 1993 Land Development Code and 2006 Land Development Code Regarding Case Effective Period and Extension Standards

CASE Type	1993 Effective Period	Extension? (Y/N)	2006 Effective Period	Extension? (Y/N)
Conditional Development Permit	2 yrs.	Yes, 2 yrs.	2 yrs.	Yes, 2 yrs.
Historic Preservation Permit	2 yrs.	No	2 yrs.	No
Lot Development Option	2 yrs.	No	2 yrs.	No
Lot Line Adjustment	1 yr.	No	1 yr.	Yes, 1 yr.
Minor Land Partition	1 yr.	No	1 yr.	Yes, 1 yr.
Minor Replat	1 yr.	No	1 yr.	Yes, 1 yr.
Plan Compatibility Review	2 yrs.	No	2 yrs.	No
Planned Development - Conceptual Development Plan	3 yrs.	Yes, 2 yrs.	3 yrs.	Yes, 2 yrs.
Planned Development - Detailed Development Plan	3 yrs.	Yes, 2 yrs.	5 yrs.	No
Subdivision	2 yrs.	Yes, 1 yr.	2 yrs.	Yes, 1 yr.
Willamette River Greenway	2 yrs.	Yes, 2 yrs.	2 yrs.	Yes, 2 yrs.

John W. Foster
1205 NW Fernwood Circle
Corvallis, OR, 97330
jwfnat@comcast.net

20 April 2010

Testimony for the Planning Commission on the Extension of Land Use Approvals

The ordinance you are being asked to approve probably would have a significant impact only in extending two controversial detailed development plans, either of which can be extended without the ordinance. The ordinance is unnecessary, and would only affect properties that fall within a very narrow window.

Staff is asking you to endorse a blanket extension of all development approvals, without telling you exactly what you would be approving.¹ When the Council agreed to go forward with consideration of this extension proposal, the Council may well have been under the impression that a full list would be provided. In answer to questions about what would be covered, “[Mr. Gibb] confirmed that staff can provide Council a full list of all land use approvals that would be eligible for a Council approved extension.” (Council Minutes, March 15, 2010, p. 140)

What you have, instead of a full list, is a staff report that estimates there would be as lot less than 817 approvals to be extended. Even if the Commission does not need a complete list, you should at least know which of the 90 planned developments and 32 subdivisions you would be extending.

The most important extensions are detailed development plans. As long as the development plan remains valid, the expiration of other land use approvals—such as platting—either does not matter or can be remedied fairly easily. Thus the important question is really what detailed development plans are you being asked to extend. Many of the 90 development plans that staff refers to are modifications—many of them

¹ Staff's claim that a huge amount of work would be needed to make such a list is absolutely accurate.

minor—of detailed development plans already implemented, and I made no effort to track them down.

Under the new land development code, a detailed development plan is good for five years. The code went into effect in January 2007, so every plan approved under it would still be in effect on December 31, 2010, and therefore would not be covered by this ordinance.

Under the old land development code, a detailed development plan was good for three years, but could be renewed for two more.

Any plan approved before 2005 would have expired even with an extension, so would not be covered by the ordinance.

A plan approved in 2005 with an extension would expire in 2010. I have not, however, been able to find a development plan approved in 2005 that would be eligible for an extension.

A plan approved in 2006 either would have been denied an extension in 2009, or would have been extended into 2011. In either case, it would be ineligible for an extension under the ordinance.

This leaves the detailed development plans approved in 2007 under the 1993 land development code. The applications were made in 2006 before the present code went into effect. There are two, both controversial, Brooklane Heights² and Witham Oaks. Both, however, are eligible for two year extensions without the ordinance.

--If they had already received the two year extension, the development plans would be good until 2012 and so they would not be covered by the ordinance.

--If there are factors that will causes the City to deny the two year extension, why should it give a one year extension now?

It seems redundant to give either property an extension under the ordinance.

² I was unable to determine the exact date when Brooklane Heights would need an extension and it might be in early 2011, in which case Brooklane Heights would not be covered by the ordinance.

Because the ordinance would apply mainly to approvals made under the 1993 LDC, an obvious question is whether we should be extending approvals made under a code no longer valid. Although the present code did not become effective until the beginning of 2007, the Council adopted most of its provisions in December 2000 and intended it to become effective at the beginning of 2001. Because of last minute applications in 2006, some approvals processed under the 1993 code were actually made in 2007 even though the code was no longer in effect. If we grant a one year extension to the approvals, and then a two year extension to the detailed development plans, some of the projects would not have to begin construction until 2013. With a five year buildout, some construction under the 1993 code would be going on in 2018—eighteen years after the Council voted for the new code, and eleven years after the new code became effective. The ordinance would not be the sole cause of the long delay, but it would contribute to it.



WILLAMETTE ASSOCIATION OF REALTORS®

2227 Santiam Hwy., SE • Albany, OR 97321
Phone (541) 924-WAOR (9267) • Fax: (541) 924-9268
email: realtors@waor.org

April 21, 2010

TO: Corvallis Planning Commission

RE: Special Ordinance - Land Use Expiration Extension

On behalf of the approximately 450 REALTOR and affiliate members of the Willamette Association working in or living in Benton County, we encourage you to support recommending to City Council adoption of this Special Ordinance.

It is our understanding that this is a one-time extension of land use approvals that are scheduled to expire prior to December 31, 2011. As you are aware, the development community has been hit hard by the current economic downturn, both in Oregon and nationally. It has made development of approved projects impossible to move forward as projected. In addition, finding financing at this time for these projects is difficult if not impossible. Extending the expiration date for projects already approved will place our community in a better position to compete and provide jobs once conditions improve.

Thank you for your consideration of this request.

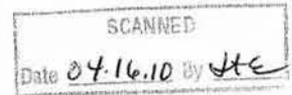
Sincerely,

Stuart Conser, 2010 President
Willamette Association of REALTORS
2227 Santiam Hwy., SE
Albany, OR 97322
541-924-9267 Phone
541-924-9268 Fax
realtors@waor.org

Exhibit B-11

MEMORANDUM

From: Ken Gibb, Community Development Director 
To: Planning Commission
Date: April 15, 2010
Re: Special Ordinance - Land Use Expiration Extension Project (MIS10-00016)



I. ISSUE/BACKGROUND

At the March 1, 2010, City Council meeting, Elizabeth French, Chair of the Prosperity That Fits (PTF) Steering Committee requested that the City of Corvallis consider extending land use approval expiration dates due to economic conditions. The City Council then directed Community Development Staff to prepare a memorandum outlining a process to extend land use approval expiration dates. That memorandum contains a list of some of the residential projects that would expire prior to December 31, 2010 (**Attachment A**). (It is important to note that this list is only a partial list, and many other land use approvals would be affected by the proposed ordinance). On March 15, 2010, the City Council considered the request and directed Community Development Staff to prepare a special ordinance to address this matter. The City Council asked that the Planning Commission review the proposed ordinance and provide a recommendation regarding the ordinance to the Council.

II. DISCUSSION

The proposed ordinance is not a change to the Land Development Code, but instead would function as a "one-time" extension to active land use approvals, which would automatically expire with the lapse of the additional one-year extension period. The draft special ordinance, entitled, "An Ordinance Relating to Approved Land Use Decisions, and Declaring an Emergency," is included as **Attachment B** to this Memorandum. The ordinance includes the following provisions:

1. The extension to expiration dates is based on current economic conditions and is a one-time decision.
2. The extension applies to all land use approvals that have not expired at the date of adoption, but which are set to expire prior to December 31, 2011.
3. The extension would extend the expiration dates for these approvals for a period of one year, in addition to any extension allowed under the applicable Land Development Code provisions that were in place at the time of application.
4. Affected land use approval case-types include conditional development, subdivision, major replat, planned development, historic preservation permit, master site plan, lot development option, plan compatibility review, partition, minor replat, and lot line adjustment.

Exhibit C-1

5. The special ordinance contains an emergency clause such that it would be effective immediately upon adoption.

Applicability

It is not possible, without an intensive Staff effort, to determine the precise number of approved land use applications that would be affected by this ordinance. A preliminary query has been conducted in the Tidemark database to obtain general numbers of land use cases that may be affected by the proposed ordinance. The number of land use approvals that have been issued since January 1, 2004; excluding annexations, comprehensive plan amendments, zone changes, director's interpretations, land development text amendments, and miscellaneous applications (which have no expiration date); and excluding those cases which are shown as void, expired, denied, or vested; is 817. However, a preliminary analysis of these land use cases reveals that construction has either been completed or begun on many of them. Based on the case type and whether extensions were granted, other cases may have expired during the intervening time. Therefore, the actual number of land use approvals affected by this ordinance will be less than 817; likely significantly less. Of the 817 approvals, the case types divide as follows: 37 Conditional Development applications, 210 Historic Preservation Permits, 211 Lot Development Options, 87 Lot Line Adjustments, 70 Minor Land Partitions, 42 Minor Replats, 35 Plan Compatibility Reviews, 90 Planned Developments, 32 Subdivisions, and 3 Willamette Greenway Permits.

Decision Criteria

The City Council is authorized to enact legislation for the benefit of the public health, safety, and welfare of the citizens of Corvallis. The proposed special ordinance shall be reviewed for consistency with the Comprehensive Plan and other policies and documents adopted by the City Council. However, most policies and documents adopted by the City Council do not address the issue of the effective period for approved land use applications.

The proposed ordinance would be consistent with Statewide Planning Goals 9 and 10, which regard Economic Development and Housing, respectively. Goal 9 is, "To provide adequate opportunities throughout the state for a variety of economic activities vital to the health, welfare, and prosperity of Oregon's citizens." By extending the effective period of land use approvals for residential, commercial, and industrial projects, the proposed ordinance would further Goal 9. Goal 10 is, "To provide for the housing needs of citizens of the state." Similarly, extending the effective period of land use approvals for residential development in the City would further Goal 10.

Although most Comprehensive Plan Policies do not seem to be applicable to the proposed ordinance to extend the expiration dates for recent land use approvals, the following policies in Article 8 - Economy, may be considered to have some applicability to the question at hand:

- 8.2.1 The City and County shall support diversity in type, scale, and location of professional, industrial, and commercial activities to maintain a low unemployment rate and to promote diversification of the local economy.**

Some of the subject land use approvals that would potentially expire would benefit professional, industrial, and commercial activities throughout the City.

- 8.2.3 The City shall support existing businesses and industries and the establishment of locally-owned, managed, or controlled small businesses.**

Some of the subject land use approvals that would potentially expire would benefit existing businesses and industries, some of which are locally-owned, managed, or controlled.

- 8.2.4 The City shall monitor the jobs / housing balance and develop strategies in response to that information to retain a balance over time.**

The adoption of the special ordinance could be considered to be a strategy, or part of a strategy, to retain the jobs/housing balance in Corvallis.

- 8.3.4 The City shall seek opportunities to minimize unemployment among all segments of the community.**

The adoption of the special ordinance may help to minimize unemployment in the community by providing additional opportunities in construction, finance, real estate development, and other sectors within the community.

The following Policies from Article 9 - Housing, may be considered to be applicable to the consideration of the special ordinance:

- 9.4.1 To meet Statewide and Local Planning goals, the City shall continue to identify housing needs and encourage the community, university, and housing industry to meet those needs.**

The adoption of the special ordinance may be considered to be a way to encourage or support meeting the housing needs of the community by extending the effective period of approval for residential land use approvals that would otherwise expire.

- 9.4.2 The City shall continue to periodically review the immediate and long-term effects of fees, charges, regulations, and standards on dwelling costs and on community livability as defined in the Corvallis 2020 Vision Statement.**

The adoption of the special ordinance could be considered as a means to mitigate the immediate and long-term effects of land use regulations that would require land use approvals for residential development projects to expire in the near future.

In assessing whether the proposed special ordinance is consistent with the adopted plans and policies of the City Council it should be noted that all projects under consideration are approved projects, which, by their very nature, have been found to comply with the applicable regulations, plans, and policies put in place by the City Council.

An additional consideration is the significant amount of decision-maker and staff time and City resources that have been invested in the land use approvals that are the subject of the proposed ordinance. Although it is not possible at this time to quantify these efforts, they are substantial, and include, for some cases, litigation at the Oregon Land Use Board of Appeals.

It should be noted that some of these approvals were approved under the 1993 Land Development Code that was replaced, with adoption of the current Land Development Code, in December of 2006. Significant changes between the 1993 LDC and the 2006 LDC include, but are not limited to, adoption of standards for Significant Natural Features, Natural Hazards, and Hillside Development; adoption of Pedestrian Oriented Design Standards; and adoption of

Neighborhood Center Zones. Some of the projects approved under the 1993 Code were discretionary reviews and therefore, current Comprehensive Plan policies such as natural feature-related policies were applied to the review. Additionally, some of these projects were designed to preserve resource areas identified from the City's Natural Features Project, which was underway as these approvals were being considered. Regardless, the proposal would only extend the expiration dates for these projects by one additional year.

III. RECOMMENDATION

The Planning Commission is asked to make a recommendation to the City Council regarding adoption of the proposed Ordinance Relating to Approved Land Use Decisions, and Declaring an Emergency. Based on the preceding analysis, Staff recommend that the Planning Commission recommend that the City Council adopt the proposed special ordinance, either as presented, or with any modifications deemed necessary. If the Planning Commission decides to follow this course, the following motion is offered:

Motion:

Based on the information provided in the April 15, 2010, Memorandum from the Community Development Director to the Planning Commission, and based on the discussion of the Planning Commission at the April 21, 2010, Planning Commission meeting, I move that the Planning Commission recommend that the City Council adopt the proposed Ordinance Relating to Approved Land Use Decisions, and Declaring an Emergency.

IV. ATTACHMENTS

- A – March 9, 2010, Memorandum from the Community Development Director to the Mayor and City Council regarding a Request to Extend Expiration Deadlines for Land Use Approvals
- B - An Ordinance Relating to Approved Land Use Decisions, and Declaring an Emergency

MEMORANDUM

DATE: March 9, 2010
TO: Mayor and City Council
FROM: Ken Gibb, Community Development Director 
RE: Request to Extend Expiration Deadlines for Land Use Approvals

Background:

At the March 1, 2010 meeting, Elizabeth French, Chair of the Prosperity That Fits (PTF) Steering Committee requested that the City of Corvallis consider extending land use approval expiration dates due to economic conditions. Council asked staff to bring back a discussion of the request and options for consideration.

Discussion:

Land use applications have varying dates for expiration of approvals. For example, the current LDC has a two-year window for initiating action on an approved subdivision (plus a one year extension if approved by the Planning Commission). Approved Detailed Development Plans for a Planned Development have a five-year window with no extension opportunity. Other land use approvals have shorter expiration deadlines, such as a land partition which is one year with a one year extension opportunity.

The current economic climate has made it difficult for many approved projects to move ahead as anticipated. Residential new construction activity has been at levels less than one-third of historic averages and financing for projects is extremely tight. While some private commercial construction activity has recently occurred in Corvallis, access to project financing is also a significant challenge.

This condition is found on a statewide and national basis. In Oregon, state legislation was proposed during the 2009 session to mandate that communities extend project approval expiration deadlines. The proposed legislation was not enacted but many communities have taken local action to extend the life of land use approvals. For example, Albany, Ashland and Bend have approved extensions ranging from one to two years in length.

Extending expiration deadlines would provide approved land use applicants with more time to take actions to implement a project, such as starting construction or provision of a financial

guarantee to construct public infrastructure (this is a required action to lock in a subdivision approval). In the meantime, the market may improve, financing secured, etc. that would allow the applicant to move ahead and avoid the cost, time and uncertainty associated with filing another land use application.

From the City's perspective, the advantage would be that Staff, Planning Commission and City Council time and resources could be directed elsewhere from reviewing a re-submittal for a project that had already been approved through the land use process. However, it should be noted that the basis for establishing land use approval expirations is to avoid having projects languishing that are approved under a different set of circumstances. A limited duration for extension of expirations may address this concern.

Options For Consideration:

Staff suggests that if the Council wishes to take action on the PTF request that the following be considered:

- That the extension approval be based on the current economic conditions and be on a one - time basis.
- That the extension be a simple, across the board approach. For example, for all land use approvals that are set to expire prior to December 31, 2011, the expiration date is extended by one year (in addition to any extension under the current LDC provisions that the applicant is eligible for during this time period).

Exhibit A provides a list of residential projects that have Planned Development and/or Subdivision approvals that could expire by the end of 2011. The current expiration dates are shown along with the revised extension dates should the approach described above be enacted. We note that there are also other types of land use approvals such as conditional developments and minor land partitions that are subject to expiration over the next several months.

If the Council is interested in pursuing this concept, Staff has identified two ways to proceed as described below:

- Initiate an LDC text amendment process. This would consist of Planning Commission and City Council hearings and later require a separate LDC amendment to repeal the ordinance provisions.
- Consider a special ordinance at the City Council level that would provide for a one-time, limited duration extension of expiration deadlines. The Council could seek Planning Commission comments and conduct a public hearing prior to taking action on the ordinance.

Requested Action:

Review of the PTF request and this memorandum is requested. If the Council wishes to move ahead with the concept, direction on the general approach and process is requested.

Review and Concur:

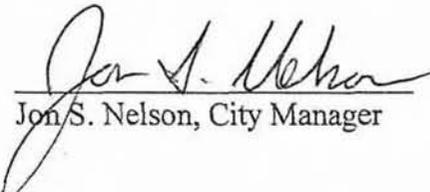

Jon S. Nelson, City Manager

Exhibit C-7

Exhibit A - Residential Planned Development and Subdivision approvals that would expire prior to December 31, 2010

(A number of other land use approvals, including, but not limited to, land partitions, lot development options, and historic preservation permits, could expire prior to December 31, 2010, but are not listed here)

Project Name	Case Type(s)	Current Expiration Date	Current Expiration Date + One year	Is the approval eligible for an additional extension?
Witham Oaks	Planned Development	7/9/2010	7/9/2011	Yes, additional 2 years
	Subdivision	7/9/2010	7/9/2011	No
Seavey Meadows	Planned Development	7/21/2013	N/A	No
	Subdivision	7/21/2010	7/21/2011	Yes, additional 1 year
Oakmont Addition	Subdivision	7/5/2011	7/5/2012	No
Ashwood Preserve	Planned Development	3/17/2013	N/A	No
	Subdivision	3/17/2011	3/17/2012	No
Hilltop Village	Planned Development	7/18/2013	N/A	No
	Subdivision	7/18/2010	7/18/2011	Yes, additional 1 year
Deer Run Park	Planned Development	4/6/2014	N/A	No
	Subdivision	4/6/2011	4/6/2012	Yes, additional 1 year

Exhibit C-8

SPECIAL ORDINANCE 2010-_____

**AN ORDINANCE RELATING TO APPROVED LAND USE DECISIONS,
AND DECLARING AN EMERGENCY**

Whereas, the Planning Commission, after reviewing the proposed special ordinance on April 21, 2010, has forwarded its recommendation to the City Council concerning a proposal for a special ordinance extending the effective date of approved land use decisions by one additional year; and

Whereas, after proper legal notice, a public hearing before the City Council, concerning the proposed special ordinance was held on May 17, 2010, and interested persons and the general public were given an opportunity to be heard, and the recommendations of the Planning Commission and staff were reviewed by Council; and

Whereas, the recent economic downturn has made it difficult to secure financing for construction and created a disruption in local and national real estate markets that has significantly slowed the development of approved land development projects in the City of Corvallis; and

Whereas, City resources and a great deal of time have been spent by decision-makers and City staff in the process of approving a variety of land use applications that appear likely to expire due to the economic downturn; and

Whereas, a one-year extension to the effective period of the subject land use approvals is not anticipated to preserve the approvals beyond a reasonable period of time; and

Whereas, the findings of fact contained in the portions of the April 16, 2010, Staff Report to the Planning Commission that demonstrate support for the proposed special ordinance extending the effective dates of approved land use decisions that would otherwise expire prior to December 31, 2011 by one calendar year, are by this reference incorporated herein, and are hereby adopted as findings by the City Council;

THE CITY OF CORVALLIS ORDAINS AS FOLLOWS:

Section 1 : Purpose

Land Use decisions within the City of Corvallis may expire if the Land Development Code sets out a particular "effective period" from the date of approval of a development project.

Due to the current unforeseen and unprecedented economic and financial disruptions, financing for many approved development projects within the City limits is difficult to obtain. This Ordinance is intended to extend the time that an approved land use decision remains effective, before actions otherwise required by the Land Development Code for the developer to complete the development are complete.

Section 2 : Definitions.

For purposes of this ordinance only, the following definitions apply:

- (a) "Land Development Code" means the City of Corvallis Land Development Code.
- (b) "Approved Land Use Decision" means any decision made under the authority of the Land Development Code, by any appropriate level of decision maker, which has not expired or otherwise terminated prior to the effective date of this ordinance.
- (c) "Effective period" means any period of time established in the Land Development Code after which an approve land use decision could expire, regardless of the language describing the period of time in the Land Development Code.

Section 3: Extension of Effective period.

- (a) The effective period of any Approved Land Use Decision is extended by one additional calendar year.
- (b) This extension is in addition to, and not in place of, any other extension allowed by the text of the Land Development Code, so long as the extension is also consistent with subsection (d), below.
- (c) This extension does not apply to projects approved after the effective date of this ordinance.
- (d) This extension applies only to those Approved Land Use Decisions which would otherwise expire prior to December 31, 2011, but which have not expired as of the effective date of this ordinance.

Section 4. Emergency

The general welfare of the public will be promoted if this ordinance takes effect immediately. Therefore, an emergency is declared and this ordinance shall take effect immediately upon its passage by the City Council and its approval by the Mayor.

PASSED by the City Council this _____ day of _____, 2010.

APPROVED by the Mayor this _____ day of _____, 2010.

EFFECTIVE this _____ day of _____, 2010.

Mayor

ATTEST:

**HUMAN SERVICES COMMITTEE
MINUTES
MAY 4, 2010**

Present

Councilor Dan Brown, Chair
Councilor Jeanne Raymond
Councilor Mike Beilstein

Staff

Jon Nelson, City Manager
Gary Boldizar, Police Chief
Nancy Brewer, Finance Director
Steve Deghetto, Parks and Recreation Assistant Director
Mike Dohn, Finance Senior Administrative Specialist
Carrie Mullens, City Manager's Office

Visitors

Tim Flowerday, Majestic Theatre Management Executive Director
Kent Daniels, Majestic Theatre Management Board Chair
Biff Traber, United Way of Benton and Lincoln Counties Community Impact Chair

SUMMARY OF DISCUSSION

<u>Agenda Item</u>	<u>Information Only</u>	<u>Held for Further Review</u>	<u>Recommendations</u>
I. Liquor License Annual Renewals			Approve annual liquor license application renewals and submit favorable recommendation to Oregon Liquor Control Commission
II. Majestic Theatre Annual Report			Accept Majestic Theatre annual report for Fiscal Year 2008-2009
III. Other Business *CPRCD Meeting *Social Service Allocations Process	*** ***		

Chair Brown called the meeting to order at 12:00 pm.

CONTENT OF DISCUSSION

I. Liquor License Annual Renewals (Attachment)

Ms. Brewer explained that the Oregon Liquor Control Commission (OLCC) conducts a liquor license renewal process each spring. As part of the process, OLCC requests recommendations from Council. The City's renewal investigation involves fire code compliance (Fire Department), building and sign code compliance (Community Development), and criminal activity and/or alcohol related issues (Police Department). The Finance Department collects OLCC applications and fees and compiles the information for Council.

Ms. Brewer cautioned that OLCC is not required to abide by Council's recommendations. Staff recommends approval of all liquor license renewals with a favorable approval submitted to the OLCC.

In response to Councilor Beilstein's inquiry about "The Vibe," Ms. Brewer said the address listed on the attachment should be 134 SW 4th Street. The owners have not notified the City they have closed and their OLCC application will automatically expire on June 30 if they do not submit the fee and application.

In response to Councilor Beilstein's inquiries about inspections, Ms. Brewer clarified that the Fire Department conducts an annual inspection of each business; Community Development reviews all zoning matters; and the Police Department researches the number and types of contacts, issues with minors, and other police activity. In the past, problem establishments received education from City staff and other organizations to help with compliance.

In response to Councilor Beilstein's inquiry about fees, Ms. Brewer recalled that the \$35 renewal fee is the maximum amount allowed by the State. The approximate \$5,000 revenue collected for new and renewal applications is added to the General Fund. The fee structure will be considered during the annual fee review.

The Committee unanimously recommends that Council approve all annual liquor license application renewals and submit a favorable recommendation to the Oregon Liquor Control Commission.

II. Majestic Theatre Annual Report (Attachment)

Mr. Deghetto reviewed the Majestic Theatre Management (MTM) annual report. The City owns the building housed by Majestic Theatre and contracts with MTM to provide daily operations. The City provides all major maintenance of the building including the recent seismic upgrades. The City and MTM partner on some maintenance projects such as fire alarm, window, flooring, and restroom upgrades.

In Fiscal Year 2008-2009, the City paid MTM \$19,000 for interest earned from the City's theater endowment and the Budget Commission approved a \$31,000 property tax subsidy. During the past year, MTM and the Parks and Recreation Department has worked together to broaden opportunities for youth and adult programming.

Mr. Flowerday added that MTM and the Parks and Recreation Department may offer dance and youth vocal programming in the near future, along with a "Glee" style summer camp. MTM hopes to continue a partnership with the City by providing space and personnel for ongoing classes in exchange for marketing opportunities via the Parks and Recreation Activity Guide. Mr. Deghetto confirmed that City staff met with

the MTM Board to discuss opportunities and partnerships that are not always based on the City providing funds.

Mr. Flowerday said MTM is seeking a signature annual fund-raising event and has discussed an outdoor fringe festival beginning in 2012. Fringe festivals are popular in Scotland and have been replicated in Chicago, New York, and Los Angeles. The festival provides dance, music, vocal, and theater participants an opportunity to perform in a large public setting for a fee. MTM will produce two outdoor plays this summer and "Hair" in 2011.

Mr. Flowerday announced that due to the City's current budget issues, MTM has withdrawn their request for additional City funds as a result of Phase 2 of the seismic upgrade. MTM requested a special principal disbursement from their investment with the Oregon Community Foundation to help with cash flow. MTM will continue to provide exemplary service to the community. Mr. Flowerday noted that the four-month closure MTM experienced for Phase 1 of the seismic upgrade caused half of the staff to be let go.

In response to Chair Brown's inquiry, Mr. Flowerday said the MTM fiscal year ends August 31 and, traditionally, the end of year report is submitted to the City in April. He will research a change to the fiscal year-end date to more closely match the City calendar. Mr. Deghetto added that the MTM contract with the City expires in June. The reporting time frame can be adjusted during contract negotiations.

Mr. Daniels reported that MTM has worked diligently to improve the working relationship with the Parks and Recreation Department. MTM is hoping to increase collaboration with other arts organizations and Mr. Flowerday has been appointed to the new Arts and Culture Commission. The City's facilities staff has been very helpful and Mr. Flowerday has personally assisted with painting, installing floors, and other building upgrades.

Mr. Daniels added that the previous four-month closure was difficult for the organization. MTM has not been able to replace rental clients lost and it has been difficult to re-engage the community. MTM is hoping to collaborate with the daVinci Days film festival and would like to help promote additional activities in the downtown core. Mr. Daniels noted that membership revenues increased from \$17,000 to \$40,000 last fiscal year.

In response to Councilor Raymond's inquiries, Mr. Flowerday and Mr. Deghetto noted the following:

- 80 to 130 people attended the Monday night movie series, per night.
- The Monday night movies will begin again in the fall.
- MTM will premier the independent film "Calvin Marshall" on October 2. Several people associated with Corvallis were involved in making the movie about a young man playing baseball.

- The City and MTM may be able to partner in the future to show movies outdoors.
- The Parks and Recreation Department is researching options with the Healthy Kids, Healthy Communities project to provide alternative snack choices at outdoor events. It could also be an opportunity for fund raising activities.

Councilor Raymond expressed appreciation for MTM's consideration of the City's budget issues.

In response to Councilor Beilstein's inquiries, Mr. Flowerday confirmed that MTM has three endowments: City, Benton County, and Oregon Community Foundation. The plays offered at Bruce Starker Arts Park have a literary theme and are family-oriented. Utilizing the Parks and Recreation Activity Guide for marketing opportunities will benefit the City and the theater. MTM has not produced a play for several years, partly due to the four or five annual education programs utilizing the space.

Councilor Beilstein noted that the idea of the endowment was to provide MTM \$50,000 annually. Mr. Flowerday said the \$50,000 included special requests in addition to the endowment. Mr. Nelson clarified that the two years of funding at \$50,000 was incumbent on endowment growth and MTM's revised business plan that pursued other revenue areas discussed today.

The Committee unanimously recommends that Council accept the Majestic Theatre annual report for Fiscal Year 2008-2009.

III. Other Business

Mr. Daniels announced that Cascade Pacific Resource Conservation and Development (CPRCD) has scheduled a meeting for May 6 to discuss and obtain public comments related to their five-year development plan (Attachment A). The Parks and Recreation Department is very active in this organization and the CPRCD Board includes members from Benton and neighboring counties.

Mr. Traber reported that the United Way of Benton and Lincoln Counties (UWBLC) social service allocation process will be modified this year in consideration of the City's budget issues. Historically, after reviewing applications and visiting program sites, volunteers work through a process starting with total dollars requested and working down to total dollars budgeted by reducing and/or removing requests to arrive at the budgeted amount.

UWBLC staff developed a new process to start at a zero budget amount and build upwards. Allocation teams will identify critical programs of each agency which will allow the committee to fund critical needs before considering other programs. The new process is more positive and may be easier for the volunteers since they are adding up to the allocation rather than removing programs or funding. Essentially, the committee will arrive at two sets of allocations. One for critical needs only and one at

full funding levels. The process will also provide UWBLC to easily respond to a lower allocation from the City, if necessary. This change has been discussed and approved by the UWBLC Board, Executive Committee, and volunteer Impact Committee.

Chair Brown opined that the concept is appropriate as the City looks into the future.

In response to Councilor Beilstein's inquiry, Mr. Traber clarified that during program evaluations, volunteers will determine the critical funding amount needed for each program. The full committee will establish critical funding levels, but not prioritize one program over another.

Mr. Traber said allocation deliberations begin on May 11 and a second date has been reserved, if needed. The social service allocation recommendations are scheduled to be presented to the Human Services Committee (HSC) on June 8; however, UWBLC can provide initial funding level recommendations earlier for Council budget discussions.

Mr. Traber confirmed for Councilor Raymond that the new process is "fuzzy." Councilor Raymond suggested UWBLC speak with Housing Division Manager Weiss about the process used for allocating Community Development Block Grant funds.

Mr. Nelson said staff can share allocation information with HSC when it is available from UWBLC. Council will need to decide whether to accept a 6.5 percent reduction in social service allocations as has been recommended. The process UWBLC is using this year will most likely be more useful next year and in future years.

This item presented for information only.

The next Human Services Committee meeting is scheduled for 12:00 pm on Tuesday, May 18, 2009 in the Madison Avenue Meeting Room.

Respectfully submitted,

Dan Brown, Chair

MEMORANDUM

TO: Human Services Committee

FROM: Nancy Brewer, Finance Director *NB*

DATE: April 19, 2010

SUBJECT: Annual Liquor License Renewals

I. ISSUE

Annual review and approval of local establishments applying for liquor licenses with the Oregon Liquor Control Commission (OLCC).

II. BACKGROUND

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 early April. The City has sixty days to make a recommendation to OLCC concerning renewal of the licenses. At the end of sixty day period, if there is not a recommendation for a license, OLCC processes the renewal as if it received a favorable recommendation.

OLCC mails license renewal applications to licensees approximately two months before the license expires. The license applicant must return the completed application to OLCC at least twenty days before the license expires. As part of the City renewal process, licensees must provide a copy of their completed OLCC application, a completed City renewal application and pay a \$35 renewal fee to the City. Applicants cannot legally sell or serve alcohol after the license expires.

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 Police Department (CPD) investigates each applicant for any criminal activity or alcohol related problems associated with the business. Finance staff compile the recommendations and report to the Human Services Committee (HSC).

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

Actions available to the City Council	Responses available to the OLCC
No recommendation on licenses	Process as a favorable recommendation
Favorable recommendation	Accept recommendation
Recommend granting licenses with restrictions	Accept recommendation; renew without restrictions; deny
Recommend licenses not be granted unless applicant demonstrates commitment to overcome concerns	Accept recommendation; renew without restrictions; renew with restrictions; deny
Recommend denial of the licenses	Accept recommendation; renew without restrictions; renew with restrictions.

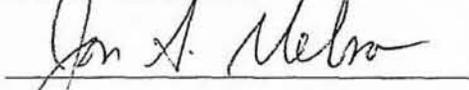
III. DISCUSSION

Upon review and investigation of the applicants, CPD, CFD and CD reported no ongoing problems and approved all applicants (list attached) for liquor license renewal.

IV. REQUESTED ACTION

Staff requests HSC recommend City Council approve all applicants for the annual liquor license renewal and submit a favorable approval recommendation to the OLCC.

Review and Concur:



 City Manager



 Chief of Police

**CORVALLIS POLICE DEPARTMENT
MEMORANDUM**

TO: Tony Krieg, Finance Department

FROM: Gary Boldizar, Chief of Police



DATE: March 24, 2010

SUBJECT: Annual Liquor License Renewal Process

In March, Lieutenant Cord Wood completed the investigation of current Liquor License holders. It was determined that there were **no** issues identified during the past review period to warrant any concerns about any of the license holders.

Memorandum
March 26, 2010

To: Jim Patton, Fire Prevention Officer
Fire Department

From: Tony Krieg, Customer Services Manager *JK*
Finance Department

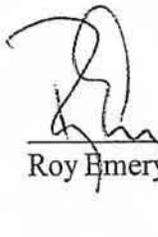
Subject: Annual Liquor License Renewals

Attached is the list of all current liquor licensees due for annual renewal which we received from the Oregon Liquor Control Commission (OLCC). The staff report is scheduled for the May 4th, Human Services Committee meeting and the May 17th City Council meeting. In order for Finance to meet this schedule we need to have your recommendations back to us no later than April 14th.

If the Fire Department recommends renewal for all licensees, simply have Roy Emery sign this memo and return it by April 14th. Should you have any negative recommendations, please list the businesses below and provide us with a written documentation detailing the reasons.

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

APPROVED



Roy Emery, Fire Chief

16 Apr 10

Date

NEGATIVE RECOMMENDATIONS:

Memorandum
March 26, 2010

To: Dan Carlson, Inspection Services Manager
Community Development Department

From: Tony Krieg, Customer Services Manager *OK*
Finance Department

Subject: Annual Liquor License Renewals

Attached is the list of all current liquor licensees due for annual renewal which we received from the Oregon Liquor Control Commission (OLCC). The staff report is scheduled for the May 4th, Human Services Committee meeting and the May 17th City Council meeting. In order for Finance to meet this schedule we need to have your recommendations back to us no later than April 14th.

If the Community Development Department recommends renewal for all licensees, simply have Ken Gibb sign this memo and return it by April 14th. Should you have any negative recommendations, please list the businesses below and provide us with a written documentation detailing the reasons.

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

SEE ATTACHED
APPROVED

Ken Gibb

Ken Gibb, Community Development Director

4/8/10

Date

NEGATIVE RECOMMENDATIONS:

Carlson, Dan

From: Russell, Kevin
Sent: Sunday, April 04, 2010 10:09 AM
To: Carlson, Dan
Subject: Liquor Licenses

Dan,

I have reviewed the list and checked zoning for all of the sites proposing to renew liquor licenses. There are several that are not consistent with today's zoning, which include the Timberhill Athletic Club, Corvallis Country Club, and Corvallis Indoor Sports Park. I believe they would be considered legal nonconforming uses. Additionally, I could not find information related to the following address:

The Vibe: 134 SW 9th Street

Please let me know if you have questions. I placed the memo back in your in-box.

Best,

Kevin

UPDATED: April 1, 2010

Business Name	Business Address	Business Phone number	License	Type of License
26th Street Superette	2531 NW Monroe Ave	541-758-0830	L, T	O
7-Eleven Store #2363-14520E	746 NW Kings Blvd	541-757-9512	L, T	O
7-Eleven Store #2363-17105E	2641 NW 9th St	541-754-1173	L,T	O
7-Eleven Store #2363-22935C	2405 SE 3rd St	541-758-5300	L,T	O
The Dawg Haus	1420 NW 9th St	541-753-1278	L	L
Albertson's #514	2005 NW Circle Blvd	541-752-5537	L,T	O
American Dream Pizza	2525 NW Monroe Ave	541-753-7373	L	L
American Dream Pizza & Crowbar	214 SW 2nd St	541-753-7373	L	F-COM
Aomatsu Japanese Restaurant	122 NW 3rd St	541-752-1410	L	L
Aqua Seafood Restaurant & Bar	151 NW Monroe St Ste #102	541-752-0262	L	F-COM
Applebee's Restaurant	1915 NE Four Acre Pl	770-643-4899	L	F-COM
Avalon Wine & Gourmet	201 SW 2ND St	541-752-7418	L	O
Baja Fresh Mexican Grill	815 NW 9th St	541-452-1010	L	L
*Belle Vallee Cellars	151 NW Monroe Ave STE 107	541-231-7968	L	Winery
Bi-Mart #604	2045 NW 9th St	541-752-7156	L, T	O
Bi-Mart #639	1555 SW 53rd St	VP	L, T	O
Big River Restaurant	101 NW Jackson Ave		L	F-COM
Block 15	300 SW Jefferson Ave	541-760-7628	L	F-COM
Blue Sky Chinese Restaurant #2	1585 SW 53rd ST	541-752-7528	L	L
Bombs Away Cafe	2527 NW Monroe Ave	541-757-7221	L	F-COM
Brew Station	2305 NW Monroe Ave	541-9812922	L	O
Café Yumm	2001 NW Monroe Ave #109	541-757-9866	L	L
China Blue	2307 NW 9th Street	541-757-8088	L	L
China Delight Restaurant	325 NW 2nd St	541-753-3753	L,T	F-COM
Chipolte Mexican Grill	2501 NW Monroe Ave		L	F-COM
Circle K Store #292	1467 NW Monroe	951-270-5144	L,T	O
Circle K Store #1022	1900 SW 3rd St	951-270-5144	L,T	O
Cirello's Pizza	919 NW Circle Blvd #F	541-754-9199	L	L
Clodfelter's	1501 NW Monroe Ave	541-758-4452	L	F-COM
id 9	126 SW 1st St	541-753-9900	L	F-COM
se Culture	1195 NW Kings Blvd	541-753-3030	L	L, O
oleman's Jeweler's & Wine	255 SW Madison Ave	541-753-3721	L	GSP
Corvallis Country Club	1850 SW Whiteside Dr	541-752-3471	L	F-COM
Corvallis Elk's Lodge	1400 NW 9th St	541-758-0222	L	F-COM
Corvallis Grocery Outlet	1235 NW 10th St	541-752-3045	L	O
Dari Mart Store #13	440 SW Western Blvd	541-758-1422	L, T	O
Darrell's	2200 NW 9th St	541-752-6364	L,T	F-COM
Dede's	1786 NW 9th St	541-758-9112	L,T	L
El Presidente Mexican Rest/Cantina	1110 NW 2nd St	541-752-1360	L	F-COM
El Sol De Mexico	1597 NW 9th St	541-752-9299	L	F-COM
El Sol De Mexico #3	1845 NW Circle Blvd	541-758-1735	L	F-COM
Elmer's Breakfast Lunch Dinner	1115 NW 9th St	541-757-6690	L	L
Enoteca Wine Bar	136 SW Washington St	541-753-7335	L	L,O
Evergreen So & No Indian Cuisine	136 SW 3rd St	541-754-1194	L	L
Fireworks Restaurant & Bar	1115 SE 3rd St	541-754-6958	L	F-COM
First Alternative Cooperative	1007 SE 3rd St	541-753-3115	L	O
First Alternative Cooperative North	2855 NW Grant	541-452-3115	L	O
Flat Tail Brewing	202 SW 1st Ste, Ste B	541-740-6339	L	BRW
Flat Tail Pub	202 SW 1st Street	541-758-2229	L	F-COM
Fred Meyer	777 NW Kings Blvd	503-797-7134	L, T	O
Harrison Bar & Grill	550 NW Harrison Blvd	541-754-1017	LST	F-COM,L
Headwaters	1730 NW 9th St	541-753-4320	L	F-COM
Highland Bowl	2123 NW 9th St	541929-2068	L	F-COM
Impulse Bar & Grill	1425 NW Monroe Ave Suite M	541-207-3260	L	F-COM
Indoor Sports Park	175 SW Twin Oaks Cir	541-757-0776	L	L
iovino's Ristorante	1835 SE 3rd St	541-740-8492	L	F-COM
Izzy's Pizza Bar Classic Buffet	2475 NW 9th St	541-745-3056	L	L
Jackon's Food Stores #111	1334 NW 9th St		L, T	O
Jade Garden	503 SW 3rd St	541-757-0055	L	F-COM
King Tin Restaurant	1857 NW 9th St	541-752-1722	L	L
La Bamba Mix Night club	126 SW 4th Street	541-738-0710	L	F-COM
ockita Mexican Restaurant	370 SW Western Blvd	541-738-0710	L	F-COM
stro	150 SW Madison Ave	541-754-6680	L	F-COM
Le Patisier	956 NW Circle Blvd	541-752-1785	L	L
Loca Luna Restaurant & Bar	136 SW Washington St	541-754-5622	L	F
Los Arcos Family Restaurant	2309 NW Kings Blvd	541-754-1230	L	F-COM

Business Name	Business Address	Business Phone number	License	Type of License
Magenta Restaurant & Catering	137 SW 2nd St	541-250-6000	L	O
Majestic Theatre	115 SW 2nd St	541-758-7827	L	L
McGrath's Publick Fish House	350 NE Circle Blvd	541-752-3474		F-COM
McMenamin's	420 NW 3rd St	541-758-6044	L	F-COM
McMenamin's on Monroe	2001 NW Monroe Ave #106	541-758-0080	L	BP
Mexico Lindo Restaurant	5228 SW Philomath Blvd	541-752-0201	L	F-COM
Murphy's Restaurant & Lounge	2740 SW 3rd St	541-738-7604	L	F
Natalia & Cristoforo's	351 NW Jackson Ave #2	541-752-1114	L	O
Nearly Normal's Gonzo Cuisine	109 NW 15th St	541-753-0791	L	F-COM
New China Buffet	1720 NW 9th Street	541-752-3589	L	F-COM
New Morning Bakery	219 SW 2nd St	541-754-0181	L	O
Nirvana Indian Restaurant	1945 NW 9th St	541-738-6104	L	L
Oasis Restaurant	2315 NW Kings Blvd	541-754-1850	L	L
Old World Deli	341 SW 2nd St	541-752-8549	L	L
Oregon State University Catering	140 Arnold Center	541-737-1600	L	F
Oregon Trail Brewery	341 SW 2nd St	541-758-3527	L	BP
Papa's Pizza Parlor #4	1030 SW 3rd St	541-757-2727	L	L
Pastini's	1580 NW 9th St #101	503-595-1361	L	F
Pizza Hut	2575 NW Kings Blvd	541-753-1240	L	L
Qdoba Mexican Grill	2001 NW Monroe Ave #105	541-757-2800	L	F
Retreat Day Spa & Salon	777 NW 9th St, Ste 200	541-738-7328	L	L
Rice & Spice	1075 NW VanBuren	541-753-1227	L	O
Rice's Pharmacy	910 NW Kings Blvd.	541-752-7779	L	O
Richeys Markets of Benton County #3	950 NW CIRCLE BLVD	541-752-3100	L,T	O
Rite Aid #5366	2080 NW 9th St	541-753-2226	L, T	O
Riverview Mongolian Grill	230 NW 1st St	541-754-8402	L	L
Ruby Tuesday	1895 NW 9TH ST	541-752-9899	L	F-COM
Safeway Store #1690	590 NE Circle Blvd	541-753-2966	L, T	O
Safeway Store #1765	5270 SW Philomath Blvd	541-738-2100	L, T	O
Safeway Store #4333	450 SW 3rd St	541-738-2100	L, T	O
Sancho's Mexian Grill & Bar	1425 NW Monroe Ave	541-752-2500	L	F-COM
Senor Sam's Mexican Grill	140 NW 3rd St		L, T	F-COM
Shari's of Corvallis	1117 NW 9th St	541-754-8240	L	L
Sodexo	430 SW Langton Pl	724-941-2286	L	L
Sodexo	Reser Stadium	724-941-2286	L	L
Southeast Restaurant	1425 NW Monroe Ave #A	541-758-3494	L	F
Squirrels	100 SW 2nd St	541-753-8057	L	F-COM,O,L
Stadium Grill	2500 SW Western Blvd	541-752-5000	L	F-COM
Sunnyside Up	116 NW 3rd st	541-758-3353	L	F-COM
T & G Market	1621 NW 9th St	541-998-2388	L, T	O
Taqueria Alonzo	922 NW Kings Blvd	541259-5458	L	F-COM
Terzo Italian Restaurant	151 NW Monroe St #101	541-752-1120	L	F-COM
Timberhill Athletic Court Club	2855 NW 29th St	541-757-8559	L	L
Tokyo Japanese Steakhouse & Sushi	250 SW 3rd St	541-760-5094	L	F-COM
The Peacock Bar & Grill	125 SW 2nd St	541-754-8522	L	F-COM
Tommy's 4th St. Bar & Grill	350 SW 4th St	541-754-7622	L	F-COM
Trader Joe's	1550 NW 9th Street	626-599-3700	L	O
Tri Valley Food Mart #102	5500 SW Philomath Blvd	541-753-4933	L, T	O
University Hero	211 SW 5th St	541-754-7827	L	L
University Market	1149 NW Van Buren	541-753-7301	L, T	O
US Market #145	1450 NW 9th St	541-758-1298	L, T	O
US Market #185	300 SW 4th St	541-754-6053	L, T	O
The Vibe	134 SW 9th Street	541-992-1476	L	
Western Market	2875 SW Western Blvd	541-752-3647	L, T	O
Whiteside's Beer & Wine	119 SW 4th St	541-754-6655	L	O
Winco Foods #03	2335 NW Kings Blvd	541-753-7002	L, T	O
Wine Styles Corvallis	2333 NW Kings Blvd	541-738-9463	L	L, O
Wineopolis	151 NW Monroe St #103	541-738-1600	L	O
Woodstock's Pizza Parlor	1045 NW Kings Blvd	541-757-1330	L, T	L
Young's Kitchen	2051 NW Monroe Avenue	541-757-1626	L	F-COM
Zia Southwest Cuisine	121 SW 3rd St	541-757-9427	L	L
		541-757-9427		

License: L = Liquor, T - Tobacco, S = Social Gaming, U = Used Merchandise

Type of License:

BP

*Coleman's is a second location for a Growers Sales Privilege license issued in Polk County.

When the licence is renewed in Polk County, it automatically renews the second location. (OLCC license). The same is true with Belle Vallee Cellars two locations (Primary and Second locations)

MEMORANDUM



To: Human Services Committee
From: Karen Emery, Director 
Steve DeGhetto, Assistant Director 
Date: April 15, 2010
Subject: Majestic Theatre Management Annual Report

Issue:

To review and provide a recommendation to City Council to accept the FY 2008-2009 annual report from Majestic Theatre Management, Inc. (MTM).

Discussion:

In September 2000, the City renewed the agreement with Majestic Theatre Management, Inc. (MTM) for the day-to-day operation of the facility located at 115 SW 2nd Street. The City retains ownership of the building and is responsible for major maintenance of the facility, not related to operations. The City determined it is in the City's best interest that an entity experienced and qualified in management, operation and maintenance of a community theater manage this facility.

The City agreed to pay MTM \$19,000 for interest earned from the City's endowment for the Majestic Theater. The Budget Commission also approved a \$31,000 property tax subsidy per the contract addendum dated July 28, 2008.

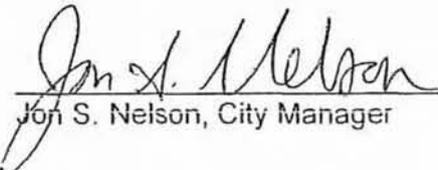
Highlights of FY 2008-2009 are:

- Majestic Theatre Facility and equipment rental increase of \$54,259 over the previous year.
- Majestic Education posted net income of \$22,825 and presented three productions.
- Building improvements were completed, which upgraded the appearance and safety of the building.
- Posted an increase in membership income over the previous year \$17,816 to \$39,497 in FY 2008-2009.

Recommendation:

The Human Services Committee recommends City Council accept the Majestic Theatre Management, Inc. 2009 annual report.

Review and Concur:



Jon S. Nelson, City Manager



Nancy Brewer, Finance Director

Attachments:

1. MTM Annual Report
2. Finance Department's Financial Review



Finance Department

500 SW Madison Avenue

Corvallis, OR 97333

541-766-6990

541-754-1729

MEMORANDUM

April 15, 2010

TO: Steve DeGhetto, Parks and Recreation Assistant Director
CC: Julian Contreras, Financial Services Manager

FROM: Jeanna Yeager, Accountant

SUBJECT: **Majestic Theatre Annual Financial Review Fiscal Year 2009**

This review consists of inquiries and analytical procedures and is very limited in its nature. The Majestic Theatre Annual Report and Statement of Activities are unaudited financial reports that are the representation of the management of Majestic Theatre (MTM). MTM uses the cash basis of accounting.

Majestic Theatre's fiscal year is September 1 through August 31. This review is for MTM's fiscal year ending August 31, 2009.

MTM received a total of \$50,000, 10% of their revenue, from the City during their fiscal year 2009, consisting of \$19,000 in endowment interest and \$31,000 from property taxes per the contract addendum dated July 28, 2008. All amounts have been properly accounted for.

For the fiscal year ending August 31, 2009, MTM had net operating income of \$60,486, compared to net operating income of \$272,098 in FY2008. The FY2008 income included a grant of \$350,000 from the Jane M. Loomis Living Trust.

Expenses increased 5% from year to year, while total income decreased 27%. MTM's income in FY2008 included the aforementioned \$350,000. In FY2009, MTM had increased income from MTM productions, CCT productions, memberships, and facility rentals.

MTM included an income projection for FY2010, showing net operating income of \$5,570, a decrease from 2009. MTM is anticipating "a very hard year, impacted by being closed 6 months out of the 12 for the fiscal year for seismic upgrade work."

Based on this review, I recommend acceptance of Majestic Theatre's annual report.



MAJESTIC THEATRE MANAGEMENT

ANNUAL REPORT

For FY 2008-2009

TO
CITY COUNCIL
CITY OF CORVALLIS

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INTRODUCTION

Majestic Theatre Management, Inc. (MTM), a non-profit member-owned corporation, marked their eighteenth year operating the Majestic Theatre in 2009. MTM continued its mission to operate a quality performing arts facility and support the performing arts and civic needs of the community.

The report covers MTM activities for the 2008-2009 fiscal year, September 1, 2008 through August 31, 2009. MTM ended the year with a net income of \$22,825.28. While overall the organization remained in the black there were losses experienced by the Education Program, -\$29,934.99. The losses as a whole are reflective of economic conditions (resulting in declining class enrolments and attendance at shows) along with the closure for seismic upgrades resulting in the loss of income in August. As a result of the downturn in the economy combined with the closure for seismic upgrades the Majestic saw many changes in 2008-2009. These included evaluation of the Majestic Education program resulting in vast changes, as well as restructuring of staffing.

The significant issue is the 2009-2010 Budget shortfall. MTM is looking at a very hard year, impacted by being closed 6 months out of the 12 for the fiscal year for seismic upgrade work.

On a positive note, membership income increase over the previous year from \$17816 in the previous fiscal year to \$39,497.00 in this fiscal year. This increase is largely attributable to the hiring of Development Director Nancy Glines which was made possible through the acquisition of grants, underwriting her salary.

ACCOMPLISHMENTS IN 2008-2009

- Facility and equipment rental for FY 2008-2009 totalled \$121,457.46 (increase of \$54,259.95 over the previous year).
- Membership and contribution income totalled \$44,144.
- A new more user friendly ticketing system was installed and ticket office hours were extended to 6PM Tuesday through Friday and 10A to 2P on Saturdays.
- Majestic Theatre Management produced three productions including the very successful presentation of Chicago-the Musical; and the creation of an outdoor Summer Series which featured Jane Austen's Persuasion and All the Great Book Abridged.
- Substantial improvements to the building's appearance and safety were made; see building improvement section of this report.
- The new rental rates negotiated in the previous year were implemented with positive results.
- Diversification of offerings resulted in more people visiting the facility.
- Development of a media partnership with KEZI television that benefitted the facility and the community.
- Creating traffic for the venue through the use of the lobbies as an art gallery featuring different artists each month.

OBJECTIVES FOR 2009-2010

- Working with Parks and Maintenance to complete the seismic upgrades and to reopen the theatre with adequate staffing to provide the level of service our renters have come to expect.
- Development of a better, more fiscally responsible Education Program that assures we are able to sustain the important part of our ongoing service to the community.
- Working with Parks and Recreation to build a better community partnership for theatre education and performance.
- Retention of staff through the second phase of the seismic upgrades July through August of 2010
- Continuation of the Summer Performance Series begun in 2009 in Starker Arts Park
- Better use of dark nights through the creation of Mondays at the Majestic featuring performance series, including movies, music and dance.
- Working with Oregon Community Foundation to create public and community awareness regarding endowment and estate planning options that benefit the continuation of the Theatre.
- Creation of a signature event that helps brand the Theatre.
- Development of an active underwriting/sponsorship program.
- Continued evaluation of upgrades necessary to stage equipment and fly system to assure future safety and to meet the technical needs of future renters, much of the fly system was originally installed with the expectation that it would be upgraded in few years

OPERATIONS

Staff

Majestic Theatre Management, Inc. is operated by a staff of three full-time employees and four part-time employees. Volunteers are heavily relied on for many activities at the theatre. The house staff (ushers and concessionaires) for all productions is provided by MTM trained volunteers. Over 113,000 hours were provided by these volunteers to benefit the performing arts in 2007-2008.

Evaluation of public needs and facility needs resulted in the hiring of a ¾ time Front of House Manager that allows the Theatre box office to be open regular hours, Tuesday through Friday Noon to 6PM and Saturday 10AM to 2PM. The elimination of the full time Technical Director position coupled with a three grants allowed the hiring of a full time Development Director and a much needed half time Educational Assistant. Technical needs are met on an on-call basis using a rotation of 3 occasional employees.

Our current staff includes the following:

Majestic Theatre Management Staff

Tim Flowerday, Executive Director
Nancy Glines, Development Director
Brian Woods, Tech Assistant
Kim Fagin, Office Coordinator
Mike Harman, Facilities Maintenance
Lindsey Earp, Education Instructor
Laura Fries, Education Instructor

Board of Directors

The MTM Board of Directors governs the operations of Majestic Theatre Management. Standing committees of the board are executive, operations, development/marketing, and education/performance.

Majestic Theatre Management Board of Directors, as of September 1, 2008

MTM Board:

Home Phone: Work Phone: E-Mail:

Kent Daniels
Co-Chair

wally@

Corvallis, OR 97333

Kent Daniels retired in 2001 from Oregon State University, where he served as the Co-Director of the Office of International Research and Development. He also served on the Corvallis City Council from 1987-1990 and was a Benton County Commissioner from 1991 to 1997. In addition to serving on the Majestic Theatre Board, Kent is also currently the Chair of the Corvallis Parks, Natural Areas, and Recreation Board, and is on the Corvallis Civic Beautification and Urban Forestry Commission. A

life-long supporter of theatre and the arts, Kent is the (proud) father of Sheila Daniels, the Associate Artistic Director of the prestigious Intiman Theatre in Seattle, Washington.

Sally Duncan
Co-Chair

sallyduncan1@

Corvallis, OR 97333

Sally Duncan, co-president of MTM, is the policy research director of the Institute for Natural Resources at Oregon State University, with a background in journalism and history. She has been a long-term supporter of community theatre, green spaces, and food/housing concerns, and brings to the board a strong interest in community collaboration, innovative partnerships, and fun at work.

Charlotte Headrick

cheadrick@

Corvallis, OR 97330

Charlotte J. Headrick holds a Ph.D. in theatre from the University of Georgia and her B.A. and M.A. are from the University of Tennessee. She is a professor of theatre at Oregon State University. In her long career in theatre, she has acted in and directed over a hundred plays. A member of Actors Equity, she has been awarded numerous awards from the Kennedy Center/American College Theatre Festival for her directing. A recipient of the Kennedy Center Medallion for outstanding service to regional theatre, she was also awarded the Oregon State College of Liberal Arts Excellence Award and the Oregon State Elizabeth Ritchie Award for outstanding undergraduate teaching. Her research specialty is Irish Theatre and she has directed a number of American Premieres of Irish plays and has published and presented widely in this area, nationally, and internationally.

Joe Malango

malango@

Corvallis, OR 97330

Joe Malango is a Theatre Arts graduate of the University of Oregon. He started his teaching career in Monroe, Oregon where his desire to bring theatre to students and community found him commissioning an original play to meet the limits of the school's facilities and availability of talent. In the fall of 1958, he began his long teaching and directing career at Corvallis High School. At CHS, Malango created a strong, highly regarded program in Theatre, broadening its curriculum and elevating the quality of the plays presented – both scripts and performances. He continued to expand the school's theatre programs as he taught Drama and Mime classes and directed the student Mime Troup until his 1988 retirement. In his career, Joe taught and directed thousands of students, some of whom have gone on to careers in theatre, film, TV, and Theatre Education. Joe has been involved in every Corvallis theatre group at one time or another. He was an early actor in Corvallis Readers' Theatre, a founder of the Valley Round Barn Theatre (now Corvallis Community Theatre) and has acted at OSU and in numerous other local venues. Since his retirement from teaching, Joe has dedicated his energy and talents to supporting the Majestic Theatre and other arts organizations in the community. He continues to perform occasionally, often with Readers' Theatre. He is also a member of the Benton County Cultural Coalition and is a loyal patron of theatre in Corvallis and Portland.

Shell Whittington
Secretary

shellew@

Corvallis, OR 97330

Shell's first exposure to the Majestic Theatre was through one of its resident companies, Corvallis Community Theatre. Shell started as an actress and director and then was elected to the CCT board where, over a period of six years, she served as secretary, production coordinator, and then president. Soon after completing her tenure with CCT, Shell was elected to the MTM board. In her 10+ years with MTM, she has served as Operations chair, secretary, vice president, and president. During all of this, Shell worked for 21 years as a chemical-engineer in Hewlett-Packard's Corvallis Inkjet Operation and now works for an environmental non-profit as office manager. At home, Shell and her husband of ten years serve two cats.

Jim Noel

jim@

Treasurer

Jim has a long time history of community involvement including Past Rotary Presidency, past School Board Presidency, and set construction and design for Corvallis Community Theatre. He is a retired Downtown Corvallis Business owner of The Toy Factory.

Barbara Edwards

barbara.edwards@

Barbara is a long time resident of Corvallis and a Business Strategy Manager for HP. She has a long history of non-profit involvement including Past President and Vice President of the Art Center, Past President and Vice President of PEO (women's educational organization) and as a member of the Assistance League of Corvallis.

David Cudo

davecudo@

David is an investment portfolio manager. But as a musician has supported many local non-profit efforts and with Suzannah Doyle held their cd release concert at the Majestic Theatre. He has served as Campaign Chair for Benton-Lincoln County United Way, Performance Coordinator for the Heart of the Valley Children's Choir, and as a member of the Corvallis Library Art Fundraising Board.

Dan Rayfield

dan@

Vice President

Dan is a resident of Corvallis practicing law in Albany. He has been involved in local theatrical productions, including MTM's production of Chicago the Musical.

Majestic Theatre Rates as of 2008

Stage		Events	Add'l Hours	Rehearsals
Standard rates				
	<i>Sunday</i>	<i>8am-1pm</i>	\$400 \$75	\$150
		<i>1pm-6pm</i>	\$450 \$75	\$175
		<i>6pm-12am</i>	\$450 \$75	\$175
	<i>Mon -Wed</i>	<i>8am-4pm</i>	\$400 \$75	\$150
		<i>4pm-12am</i>	\$450 \$75	\$175
	<i>Thurs-Sat</i>	<i>8am-4pm</i>	\$400 \$75	\$175
		<i>4pm-12am</i>	\$500 \$75	\$175
MTM member partners**				
**MTM member partnerships begin at \$1500				
	<i>Sunday</i>	<i>8am-1pm</i>	\$300 \$55	\$115
		<i>1pm-6pm</i>	\$340 \$55	\$130
		<i>6pm-12am</i>	\$340 \$55	\$130
	<i>Mon-Wed</i>	<i>8am-4pm</i>	\$300 \$55	\$115
		<i>4pm-12am</i>	\$340 \$55	\$130
	<i>Thurs-Sat</i>	<i>8am-4pm</i>	\$340 \$55	\$130
		<i>4pm-12am</i>	\$375 \$55	\$130

Stage Equipment

Sound - 4 hour minimum @ \$30 per hour - \$15 per hour thereafter (Equipment & Technician)*

Lights - 4 hour minimum @ \$30 per hour - \$15 per hour thereafter (Equipment & Technician)*

sound - CD: \$25/use* microphones: \$50/use* concert sound: \$150/use*

stage lights - \$1.50/light/use* DVD Player - \$25/use* Basic House Sound - \$75/use*

Tech equipment use must be approved by MTM Technical Director prior to use and final billing for tech services and equipment signed off as part of the end of show checkout with the assigned technical staff.

*Asterisk items are billable, if used, for all non-resident theatre users/renters.

Community Room

Standard rates

half day \$80 /\$20 hour

full day \$140

Discount available for organizations doing own setup and take down.

Additional charges

food & beverage fee \$15

Classroom \$15 /hour

Rehearsal Room \$20 /hour; \$15/hour for rehearsals

Additional equipment, supply, or staff charges may apply.

Piano - \$50/event, \$75/tuning
Projector - \$30 per use
Dance floor - \$150 installed by MTM Staff House Manager - \$25 per hour*

2008-2009 Facility Use

An estimated 23,000 people attended or participated in a production, class, meeting, or volunteered their time at the Majestic Theatre in said time period. This number and many of the following numbers are down because of the closure during the month of August 2009.

Majestic Theatre use September 1, 2008 - August 31, 2009:

Stage (& lobbies)	139 performances or events 198 rehearsals & auditions 19 producers
Community Room	355 uses* 20 renters**
Rehearsal Room	254 uses 8 renters
Classroom	348 uses 11 renters

*a use is one rental reservation; time of use per reservation could be from one hour to all day

**a renter is an individual or organization; a renter may have multiple uses per room

Note:

The Well Covenant Church began using the Majestic Theatre as their regular worship site in January 2005. They use the auditorium and Community Room every Sunday morning, a day and time historically underutilized at the Majestic. This renter was lost as a result of the seismic upgrade work begun in August of 2009.

MAJESTIC RENTAL CUSTOMERS IN 2008 - 2009

Performing Arts Organizations, Artists & Teachers

Andaire Academy of Irish Dance
Celtic Arts Mid-Valley
Corvallis Community Theatre
Corvallis Folklore Society
Dance Corvallis
Majestic Education
Majestic Theatre Management, Inc.
Modern Dance Technique
Oregon Dance
Pacific Tap Dance Co.
Rainbow Dance Center
Reader's Theatre
Rumbanana Salsa Group
Tears of Joy Childrens Theatre
Willamette Apprentice Ballet
Zumba With Amy

Businesses & Private

Corvallis Clinic
Heresco Chiropractic
OSU Federal Credit Union

Private users (several)
The Gazette Times
Town & Country Realty
The Event Managers, LLC

Other Organizations

1000 Friends of Oregon
Heart of the Valley School of Massage
Institute for Applied Ecology
Institute for Natural Resources
Oregon Community Foundation
The Well Covenant Church
Willamette Chinese School
Willamette Neighbourhood Housing

Schools & Government

Benton County (various departments)
City of Corvallis (various departments)
Corvallis Montessori School
Oregon State University (various dept.)
Santiam Christian Schools



Facility Condition Report

March 2010

Overview

The Majestic Theatre remains in a vastly improved condition compared to this date on year ago. MTM works closely with the City Public Works Department in maintaining the building, and is very appreciative of their support.

Building Improvements

During 2009 phases one and two of the seismic upgrades were performed. Thanks to the foresight of City staff and the council public safety is greatly enhanced with structural steel supporting the stage opening and the front entrance of the building. Other improvements included the installation of hardwood floors in the business office and the community room. MTM renovated the upstairs restrooms and added changing stations in both.

Building Maintenance

The roof was cleaned by the entire MTM staff and a few volunteers. Evaluation and servicing of the Heating and Air Conditioning units was done. The fire alarm system continued to be upgraded including the installation of additional magnetic door catches and the upgrading of the fire curtain on the stage to meet current code.

Future Plans

Bids are being obtained for the replacement, due to safety and service considerations, of the stage lighting dimmer system. Phase three of the seismic upgrades for the building is scheduled to begin July of 2010, involving the closure of the building and removal of the roof to allow strapping of trusses.

MAJESTIC EDUCATION

Majestic Education

Majestic Education saw significant changes in 2008-2009. Economic conditions resulted in low attendance of shows and enrolment of classes. This resulted in evaluation of how MTM could continue to offer theatre education in a fiscally responsible manner going forward. These programs being important to the community it was determined that the fiscally responsible course would be continuation of school residencies and classes on a contract basis, with contracts being awarded to teachers based upon actual enrolment/need. Meetings were held with staff from Corvallis Parks and Recreation to see if this could be done on a collaborative basis with MTM providing the facility and teachers and Corvallis Parks and Recreation providing the program offerings. As a result, it is anticipated that this collaboration will have its first offering of classes in the Winter Programs Guide.

Classes

Classes are offered both in-house and at schools (residencies), where qualified instructors share their knowledge with students. All classes are curriculum based and allow students to progressively add to their theatrical skills.

2008-2009

Classes Offered at the Majestic: 22 In-house Students: 296

Residency/Outreach

In FY 2008-2009, classes were offered at Franklin K-8, Lincoln Middle School, and the Corvallis High Schools and for OSU's Precollege program.

2007-2008

Residencies: 5 Residency Students: 207

Productions

Majestic Education produced the following shows in 2008-2009;

Each spring the Majestic Theatre and Majestic Education proudly present the annual *Celebration of Dance*; three well-attended performances by our associate dance company, Modern Dance Technique.

Corvallis high school students (from both CV and CHS) were also featured in a series of Improvisation shows during the fall.

2008-2009 productions

Productions: 5 (plus 5 Improvisation shows)

Total Performances: 32

Total Attendance: 5262

School Show Performances: 15

School Show Attendance: **2506**

Public Shows: 17

Public Show Attendance: **2756**

Balance Sheet - MTM

Aug 31, 09**ASSETS****Current Assets****Checking/Savings**

10000 · Checking	-1,191.03
10100 · Money Market	12,132.36
1020 · Savings	5,610.40
1025 · Petty Cash	<u>171.47</u>

Total Checking/Savings	16,723.20
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Other Current Assets

12000 · Undeposited Funds	160.00
14000 · Investments	
14020 · Oregon Community Foundation	<u>249,140.68</u>

Total 14000 · Investments	<u>249,140.68</u>
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Total Other Current Assets	<u>249,300.68</u>
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Total Current Assets	266,023.88
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Fixed Assets**15000 · Equipment****15100 · Equipment - cost**

15110 · Audio/Visual Equipment	10,202.99
15115 · General Assets	53,249.01
15120 · Lighting Equipment	30,017.11
15125 · Lobby Fixtures	4,737.69
15130 · Office Equipment	19,237.45
15135 · Sound Equipment	38,286.44
15140 · Shop Tools	<u>3,976.51</u>

Total 15100 · Equipment - cost	159,707.20
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15199 · Accum.Depr - Equipment	<u>-82,650.00</u>
--------------------------------	-------------------

Total 15000 · Equipment	77,057.20
--------------------------------	------------------

16000 · Leasehold Improvements**16100 · Leasehold Improvements - Cost**

16110 · Theatre Renovations	<u>560,984.00</u>
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Total 16100 · Leasehold Improvements - Cost	560,984.00
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16199 · Accum.Depr. - Leasehold Impr.	<u>116,447.00</u>
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Total 16000 · Leasehold Improvements	<u>444,537.00</u>
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Total Fixed Assets	<u>521,594.20</u>
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TOTAL ASSETS	<u>787,618.08</u>
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LIABILITIES & EQUITY**Liabilities****Current Liabilities****Credit Cards**

1030 · TIM - Credit Card 119.84

1035 · KIM - Credit Card 281.71

1045 · NANCY - Credit Card 157.23**Total Credit Cards 558.78****Other Current Liabilities****24000 · Payroll Liabilities**

24010 · FWT/FICA 1,929.78

24020 · SWT Payable 759.00

24035 · WBF Payable 71.40**Total 24000 · Payroll Liabilities 2,760.18****Total Other Current Liabilities 2,760.18****Total Current Liabilities 3,318.96****Total Liabilities 3,318.96****Equity**

31000 · Unrestricted Net Assets 758,473.84

31300 · Perm. Restricted Net Assets 3,000.00

Net Income 22,825.28**Total Equity 784,299.12****TOTAL LIABILITIES & EQUITY 787,618.08**

Profit & Loss - MTM

Sep '08 - Aug 09

Income

4000 · Admissions Income	
4010 · Education	33,442.45
4020 · MTM Productions	45,102.11
4025 · CCT Productions	23,287.00
4030 · Member-Partner Productions	2,045.00
4040 · Ticketing Service Income	6,939.00
Total 4000 · Admissions Income	110,815.56
4100 · Sales Income	
4110 · Concessions	4,777.72
4120 · Art	208.00
4140 · MTM Gift Certificate	50.00
4150 · CCT Gift Certificate	30.00
Total 4100 · Sales Income	5,065.72
4200 · Contrib./Underwriting Income	
4210 · Education	
4211 · scholarships in	5,682.50
4212 · scholarships out	-5,324.00
4210 · Education - Other	50.00
Total 4210 · Education	408.50
4220 · Membership	39,497.00
4240 · Capital Campaign Projects	2,150.00
4250 · Publications	1,880.00
Total 4200 · Contrib./Underwriting Income	43,935.50
4300 · Equipment Rental	
4310 · Lighting Equipment	6,668.25
4320 · Sound Equipment	7,156.25
4330 · Other Equipment	914.00
Total 4300 · Equipment Rental	14,738.50
4400 · Facility Rental	
4410 · Box Office Services	3,987.50
4415 · Technical Services	322.50
4420 · Classroom	10,552.50
4430 · Community Room	12,372.50
4450 · Rehearsal Room	7,725.50
4460 · Scene Shop	2,118.96
4470 · Stage	69,639.50
Total 4400 · Facility Rental	106,718.96

4500 · Grant Income	160,977.38
4600 · Investment Income	
4610 · Benton County Foundation	0.00
4620 · City of Corvallis Endowment	0.00
4630 · OCF Endowment	
4631 · Interest/Dividends OCF	5,858.75
4630 · OCF Endowment - Other	0.00
Total 4630 · OCF Endowment	5,858.75
4640 · Other Investment Income	927.42
4690 · Insurance claims received	3,676.01
Total 4600 · Investment Income	10,462.18
4700 · Miscellaneous Income	465.54
4800 · Residency/Outreach Income	8,403.50
4900 · Tuition Income	
4910 · Fall Classes	4,630.00
4920 · Winter Classes	4,863.00
4930 · Spring Classes	5,200.00
4940 · Summer Camps	10,260.00
4960 · Performance Intensive	17,308.00
Total 4900 · Tuition Income	42,261.00
Total Income	503,843.84
Expense	
7900 · Depreciation	0.00
7005 · Realized Loss on Investments	4,220.38
7020 · Investment Expense OCF Endowmnt	1,933.98
7010 · Unrealized Loss on OCF Endowmnt	7,652.61
7000 · Realized Loss on OCF Endowment	23,846.33
5890 · Interest Expense	8.05
5000 · Advertising/Marketing	8,505.35
5100 · Bank/Credit Card Fees	
5110 · American Express	23.80
5115 · Innovative Merchant Services	970.75
5120 · Total Merchant Concepts	647.40
5125 · OSU Federal Charges	130.03
5130 · Seat Advisor fees	5,842.75
5100 · Bank/Credit Card Fees - Other	2,099.79
Total 5100 · Bank/Credit Card Fees	9,714.52

5200 · Board & Administrative Expenses	
5210 · Licensing/Fees	2,147.88
5220 · Dues & Subscriptions	4,874.71
Total 5200 · Board & Administrative Expenses	7,022.59
5300 · Capital Expenses	
5310 · Theatre/Building Improvements	0.00
Total 5300 · Capital Expenses	0.00
5400 · Development Expenses	1,782.11
5500 · Conference/Ed./Mtg Expenses	3,455.79
5600 · Equipment Expense	
5610 · Equipment Purchases	5,459.84
5620 · Equipment Maintenance/Repair	1,495.78
5630 · Equipment Rental	6,361.00
Total 5600 · Equipment Expense	13,316.62
5700 · Independent Contractors	
5710 · Choreographers	3,275.00
5720 · Directors	3,200.00
5730 · Entertainers	2,000.00
5740 · Technical	2,100.00
5750 · Stage/Building Labor	132.00
Total 5700 · Independent Contractors	10,707.00
5800 · Insurance	
5810 · General Fire/Liability	1,381.00
5820 · Directors/Officers	1,025.00
Total 5800 · Insurance	2,406.00
5900 · Materials & Supplies	22,615.22
6000 · Occupancy Expenses	
6020 · Theatre Maintenance	15,295.06
6030 · Utilities	
6031 · Cable	174.65
6032 · Gas & Electric	12,219.70
6034 · Garbage	1,619.86
6036 · Internet/Hosting	2,719.35
6038 · Telephone	2,580.17
Total 6030 · Utilities	19,313.73
Total 6000 · Occupancy Expenses	34,608.79

6100 · Personnel Expenses	
6110 · Gross Wages	800.05
6115 · Box Office/House Manager	16,496.65
6120 · Facilities Manager	20,825.89
6130 · Development Director	32,927.85
6135 · Education Director	29,614.72
6140 · Education Assistant	11,322.08
6145 · Executive Director	40,822.37
6150 · Instructors/Teachers	11,742.47
6155 · Office Manager	19,972.93
6160 · Technical Staff	11,955.93
6170 · Sick pay	1,602.15
6172 · Vacation pay	8,153.01
6174 · Bonus pay	4,331.06
6200 · Payroll Taxes	18,019.08
6220 · Workers Comp. Insurance	4,944.41
6240 · Health Benefits	19,971.08
6100 · Personnel Expenses - Other	112.80
Total 6100 · Personnel Expenses	253,614.53
6300 · Postage & Shipping	4,075.84
6400 · Printing & Publishing	5,134.66
6500 · Professional Services	
6510 · Accounting	1,492.18
Total 6500 · Professional Services	1,492.18
6600 · Rent	
6610 · Classroom Space	4,950.00
6620 · Rehearsal Space	5,055.00
6630 · Performance Space	1,247.00
6640 · Scene Shop	2,952.00
6650 · Stage	16,535.00
6680 · Ticketing Service Expense	4,248.00
Total 6600 · Rent	34,987.00
6700 · Royalties	4,345.25
6800 · Travel	887.91
6900 · Member-Partner Ticket Money	24,379.00
8000 · Miscellaneous Expense	306.85
Total Expense	481,018.56
Net Income	22,825.28

MTM Budget

Sep 1, '09 - Mar 12, 10

Income	
3000 · Processing Fees	0.00
4000 · Admissions Income	52,962.59
4100 · Sales Income	1,712.39
4200 · Contrib./Underwriting Income	23,689.90
4300 · Equipment Rental	4,817.43
4400 · Facility Rental	24,927.23
4500 · Grant Income	0.00
4600 · Investment Income	23,575.02
4700 · Miscellaneous Income	0.00
4800 · Residency/Outreach Income	0.00
4900 · Tuition Income	11,403.81
Total Income	143,088.37
Expense	
7900 · Depreciation	0.00
7005 · Realized Loss on Investments	0.00
7020 · Investment Expense OCF Endowmnt	0.00
7010 · Unrealized Loss on OCF Endowmnt	0.00
7000 · Realized Loss on OCF Endowment	0.00
5890 · Interest Expense	0.00
5000 · Advertising/Marketing	1,554.84
5100 · Bank/Credit Card Fees	2,679.79
5200 · Board & Administrative Expenses	2,844.40
5300 · Capital Expenses	0.00
5400 · Development Expenses	1,337.61
5500 · Conference/Ed./Mtg Expenses	1,356.22
5600 · Equipment Expense	4,050.84
5700 · Independent Contractors	2,554.84
5800 · Insurance	1,867.75
5900 · Materials & Supplies	4,830.65
6000 · Occupancy Expenses	26,533.77
6100 · Personnel Expenses	75,476.38
6300 · Postage & Shipping	2,489.50
6400 · Printing & Publishing	1,556.55
6500 · Professional Services	1,593.52
6600 · Rent	12,415.30
66900 · Reconciliation Discrepancies	0.00
6700 · Royalties	6,898.75
6800 · Travel	390.49
6900 · Member-Partner Ticket Money	0.00
8000 · Miscellaneous Expense	107.17
Total Expense	150,538.37
Net Income	-7,450.00

Appendix A MTM 2008-2009 Annual Report

PURCHASED BY CITY OF CORVALLIS

No	Item	Condition	Brand	Model	Serial #	Supplier	Aquisition Date	Cost	Value	Life	Rem.
AUDIO VISUAL											
1	Video projector (16' image)	No longer in svc	Sharp	XV100	315-250	Photo&Sound	4/1/1990	\$3,450	\$3,450	10	0
1	VCR recorder	No longer in svc	Emerson		875 311-95086	Bi-Mart	6/1/1990	\$295	\$295	10	0
1	8x8 projection screen	Poor	Bell&Howell			Photo&Sound	6/1/1990	\$396	\$396	10	0
1	Overhead projector	No longer in svc	Bell&Howell	3860A	87-037	Photo&Sound	6/1/1990	\$308	\$308	10	0
1	Rotary slide projector w/remote	No longer in svc	Kodak	750H		Aaron Levi	6/1/1990	\$0	\$50	3	0
GENERAL											
1	Portable roll-out dance floor	scuffs & rips	Harlaquin	reversable		Am. Harliqin	3/1/1990		\$2,000	5	1
1	Upright piano	good sound	Steinway	upright		in building	10/1/1985	\$0	\$700	20	4
1	Proscemium curtains 16'x36'	Fair	Stagecraft In	red/draw		Stagecraft Ind.	4/1/1990	\$1,500	\$1,500	20	1
5	Leg curtains 16'x8'	No longer in svc	Stagecraft In	black slide		Stagecraft Ind.	4/1/1990	\$1,300	\$1,300	4	0
1	Leg curtain 16'x8'	fair	Stagecraft In	black slide		Stagecraft Ind.	6/1/1992	\$220	\$220	8	1
1	Black traveler curtains 16'x36'	Fair	Stagecraft In	black/draw		Stagecraft Ind.	6/1/1990	\$1,500	\$1,500	10	1
1	Cyclorama 20'x36'	No longer in svc	Stagecraft In	white/flat		Stagecraft Ind.	4/1/1990	\$700	\$700	6	0
300	Cushioned theatre seats	good		red and black			10/1/1985	\$7,000	\$7,000	15	1
1	Mop and bucket	No longer in svc				city	5/1/1990	\$0	\$50		0
2	push and sweep brooms	No longer in svc					6/1/1991		\$30		0
1	A-frame extension ladder	good				Oregon Lighting	4/1/1990		\$150	25	6
1	stand-up aluminum ladder 6'	No longer in svc				Varsity	4/1/1990	\$0	\$40	20	0
1	stand-up aluminum ladder 10'	No longer in svc				Bi-Mart	2/1/1992	\$30	\$30	20	0
4	Clothes racks	good				Varsity	4/1/1990	\$0	\$50		4
1	Equipment storage cabinet	replaced				built	6/1/1990	\$120	\$120		0
2	removeable step units	fair				built	12/1/1990	\$0	\$150		1
2	plastic garbage cans	No longer in svc				city	4/1/1990	\$0	\$20		0
4	Assorted extension cords	No longer in svc					6/1/1990	\$20	\$20		0
1	Couch in green room	No longer in svc				donation	8/1/1990	\$0	\$50	5	0
3	Stools	good				Varsity	4/1/1990	\$0	\$60		1
LIGHTING											
1	Lighting control board	No longer in svc	EDI	Omega	OM1040	EDI	2/1/1990	\$5,233	\$5,233	15	0
1	Television monitor	No longer in svc	Magnovox	RGB80	6096-3831	EDI	2/1/1990	\$475	\$475	15	0
1	Light dimmer panel	Fair	EDI	Mark 7	04289-036	EDI		\$12,500	\$12,500	40	2
1	Gel cabinet	repaired	used	used		OSU	9/1/1990	\$65	\$65	40	21
71	Lighting instruments	good	Altman	various		Oregon Stageligt	4/1/1990	\$11,170	\$11,170		4
4	Lighting instruments	good	Altman	various		Oregon Stageligt	5/1/1991	\$600	\$600		4

LOBBIES

20 Black padded stacking chairs	No longer in svc	Virco			New Morning Ba	6/1/1990	\$400	\$800	5	0
6 30"x70" folding tables	replaced	Virco	brown		Superior Product	6/1/1990	\$288	\$288	10	0
1 Refridgerator	No longer in svc				donation	10/1/1990	\$0	\$300	5	0
1 Microwave oven	No longer in svc				donation	10/1/1990	\$0	\$70	5	0
2 Decorative waste cans	No longer in svc				city	4/1/1990	\$0	\$100	8	0

OFFICE

1 Computer desk	No longer in svc	Sauder	4539		Heritage Office	6/1/1990	\$119	\$119		0
1 Office desk	No longer in svc	used			donation	2/1/1991	\$0	\$100		0
1 Phone answering machine	No longer in svc	Duofone	TAD-325	124-113	Radio Shack	6/1/1990	\$100	\$100	2	0
2 2-line telephone	No longer in svc	Easaphone		95-UF019795		4/1/1990	\$75	\$75	5	0
1 1-line wall telephone	No longer in svc	ITT			ITT	4/1/1990	\$40	\$40	5	0

SOUND

1 16 Channel Sound mixer	No longer in svc	Electrovoice	BK1632	900-161-28	Cascade	4/1/1990	\$1,395	\$1,395	10	0
1 Amplifier 400W	No longer in svc	Electrovoice	7300	8906-7626	Cascade	4/1/1990	\$795	\$795	10	0
1 Amplifier 400W	No longer in svc	Electrovoice	7300	8906-7592	Cascade	4/1/1990	\$795	\$795	10	0
1 Equalizer	No longer in svc	BIAMP	Adv Q301	B111490	Cascade	4/1/1990	\$495	\$495	10	0
1 Equalizer	No longer in svc	BIAMP	Adv Q301	B111473	Cascade	4/1/1990	\$495	\$495	10	0
2 Main house speakers	No longer in svc	JBL house spez	MR835s		Brownell	4/1/1994	\$980	\$1,330	20	0
7 Microphones	fair	Shure	SM58LC		Cascade	4/1/1990	\$1,095	\$1,095	8	1
2 Cardoid condensor microphones	good	Shure	SM91		Cascade	4/1/1990	\$590	\$590	10	
12 20 foot microphone cables	No longer in svc	Cannon			Cascade	4/1/1990	\$240	\$240		0
8 Microphone floor stands	fair	Atlas	MS12C		Cascade	4/1/1990	\$200	\$200	20	1
8 Microphone booms	fair	Atlas	PB10X		Cascade	4/1/1990	\$320	\$320	20	1
2 Microphone podium stands	fair	Atlas	DS-7		Cascade	4/1/1990	\$40	\$40	10	1
2 3-way booth speakers 8ohm	No longer in svc	Fisher	XP85A		Bob Mix-donatic	7/1/1990	\$0	\$200	10	1
1 Intercom main station unit	No longer in svc	Telex	16-2M/A	CC936207	Cascade	4/1/1990	\$700	\$700	15	0
5 Intercom belt packs (cords)	No longer in svc	Telex	16-2A		Cascade	4/1/1990	\$1,400	\$1,400	10	0
6 Intercom headsets	No longer in svc	Telex			Cascade	4/1/1990	\$600	\$600	5	0
2 Dressing room monitor system	Replaced	Electrovoice	Pro 8A		Cascade	4/1/1990	\$1,095	\$1,095	20	0
1 Hearing impaired system	replaced	Williams Souni	PPAT4		Cascade Sound-t	10/1/1993	\$290	\$900	15	1

**2008 RETURN OF ORGANIZATION
EXEMPT FROM INCOME TAX**
prepared for:
MAJESTIC THEATRE MANAGEMENT, INC.
115 SW 2nd Street
Corvallis, OR 97333

**ANDERSON GROUP
CERTIFIED PUBLIC ACCOUNTANTS, LLC**
2165 NW Professional Drive, Suite 101
Corvallis, OR 97330
(541) 757-2070

Form 990-EZ

Short Form Return of Organization Exempt From Income Tax

OMB No. 1545-1150

2008

Department of the Treasury
Internal Revenue Service

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except black lung benefit trust or private foundation)
 ▶ Sponsoring organizations of donor advised funds and controlling organizations as defined in section 512(b)(13) must file Form 990. All other organizations with gross receipts less than \$1,000,000 and total assets less than \$2,500,000 at the end of the year may use this form.
 ▶ The organization may have to use a copy of this return to satisfy state reporting requirements.

Open to Public Inspection

A For the 2008 calendar year, or tax year beginning **SEP 1, 2008** and ending **AUG 31, 2009**

<p>B Check if applicable:</p> <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Termination <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	<p>Please use IRS label or print or type. See Specific Instructions.</p>	<p>C Name of organization MAJESTIC THEATRE MANAGEMENT, INC.</p> <p>Number and street (or P.O. box, if mail is not delivered to street address) Room/suite 115 SW 2ND STREET</p> <p>City or town, state or country, and ZIP + 4 CORVALLIS, OR 97333</p>	<p>D Employer identification number</p> <p>E Telephone number 541-766-6976</p> <p>F Group Exemption Number ▶</p>
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• Section 501(c)(3) organizations and 4947(a)(1) nonexempt charitable trusts must attach a completed Schedule A (Form 990 or 990-EZ).
G Accounting method: Cash Accrual
 Other (specify) ▶

I Website: ▶ **WWW.MAJESTIC.ORG**

J Organization type (check only one) — 501(c) (3) ◀ (insert no.) 4947(a)(1) or 527

K Check if the organization is not a section 509(a)(3) supporting organization and its gross receipts are normally not more than \$25,000. A return is not required, but if the organization chooses to file a return, be sure to file a complete return.

L Add lines 5b, 6b, and 7b, to line 9 to determine gross receipts; if \$1,000,000 or more, file Form 990 instead of Form 990-EZ. ▶ \$ **479,465.**

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (See the instructions for Part I.)

	1 Contributions, gifts, grants, and similar amounts received			171,939.
	2 Program service revenue including government fees and contracts			257,102.
	3 Membership dues and assessments			39,497.
	4 Investment income			
Revenue	5a Gross amount from sale of assets other than inventory	STMT 5	5a	
	b Less: cost or other basis and sales expenses		5b	28,066.
	c Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a) (attach schedule)		5c	-28,066.
	6 Special events and activities (complete applicable parts of Schedule G). If any amount is from gaming, check here <input type="checkbox"/>			
	a Gross revenue (not including \$ _____ of contributions reported on line 1)		6a	
	b Less: direct expenses other than fundraising expenses		6b	
	c Net income or (loss) from special events and activities (Subtract line 6b from line 6a)		6c	
	7a Gross sales of inventory, less returns and allowances		7a	
	b Less: cost of goods sold		7b	
	c Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a)		7c	
	8 Other revenue (describe ▶ SEE STATEMENT 4)		8	10,927.
	9 Total revenue. Add lines 1, 2, 3, 4, 5c, 6c, 7c, and 8		9	451,399.
Expenses	10 Grants and similar amounts paid (attach schedule)		10	
	11 Benefits paid to or for members		11	
	12 Salaries, other compensation, and employee benefits		12	248,671.
	13 Professional fees and other payments to independent contractors		13	12,199.
	14 Occupancy, rent, utilities, and maintenance	SEE STATEMENT 6	14	58,662.
	15 Printing, publications, postage, and shipping		15	9,211.
	16 Other expenses (describe ▶ SEE STATEMENT 1)		16	123,884.
	17 Total expenses. Add lines 10 through 16		17	452,627.
Net Assets	18 Excess or (deficit) for the year (Subtract line 17 from line 9)		18	-1,228.
	19 Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return)		19	761,474.
	20 Other changes in net assets or fund balances (attach explanation)		20	
	21 Net assets or fund balances at end of year. Combine lines 18 through 20		21	760,246.

Part II Balance Sheets. If total assets on line 25, column (B) are \$2,500,000 or more, file Form 990 instead of Form 990-EZ.

(See the instructions for Part II.)

			(A) Beginning of year	(B) End of year
22	Cash, savings, and investments		55,868.	16,883.
23	Land and buildings		437,731.	430,255.
24	Other assets (describe ▶ SEE STATEMENT 2)		273,230.	316,427.
25	Total assets		766,829.	763,565.
26	Total liabilities (describe ▶ SEE STATEMENT 3)		5,355.	3,319.
27	Net assets or fund balances (line 27 of column (B) must agree with line 21)		761,474.	760,246.

832171
17-17-08

LHA For Privacy Act and Paperwork Reduction Act Notice, see the Instructions for Form 990.

Form 990-EZ (2008)

Part III Statement of Program Service Accomplishments (See the instructions for Part III.)		Expenses (Required for 501(c)(3) and (4) organizations and 4947(a)(1) trusts; optional for others.)
What is the organization's primary exempt purpose? <u>SEE STATEMENT 8</u>		
Describe what was achieved in carrying out the organization's exempt purposes. In a clear and concise manner, describe the services provided, the number of persons benefited, or other relevant information for each program title.		
28	<u>MANAGEMENT, OPERATION AND MAINTENANCE OF PUBLICALLY OWNED HISTORIC THEATRE BUILDING USED ANNUALLY BY OVER 10,000 PEOPLE</u> (Grants \$ _____) If this amount includes foreign grants, check here <input type="checkbox"/>	28a 452,627.
29	_____ (Grants \$ _____) If this amount includes foreign grants, check here <input type="checkbox"/>	29a
30	_____ (Grants \$ _____) If this amount includes foreign grants, check here <input type="checkbox"/>	30a
31	Other program services (attach schedule) _____ (Grants \$ _____) If this amount includes foreign grants, check here <input type="checkbox"/>	31a
32	Total program service expenses (add lines 28a through 31a) _____	32 452,627.

Part IV List of Officers, Directors, Trustees, and Key Employees. List each one even if not compensated. (See the instructions for Part IV.)

(a) Name and address	(b) Title and average hours per week devoted to position	(c) Compensation (If not paid, enter -0-.)	(d) Contributions to employee benefit plans & deferred compensation	(e) Expense account and other allowances
JIM NOEL, 115 SW 2ND STREET, CORVALLIS, OR 97333	TREASURER 2.00	0.	0.	0.
KENT DANIELS, 115 SW 2ND STREET, CORVALLIS, OR 97333	CO-PRESIDENT 2.00	0.	0.	0.
SALLY DUNCAN, 115 SW 2ND STREET, CORVALLIS, OR 97333	CO-PRESIDENT 2.00	0.	0.	0.
CHARLOTTE HEADRICK, 115 SW 2ND STREET, CORVALLIS, OR 97333	BOARD MEMBER 2.00	0.	0.	0.
JOE MALANGO, 115 SW 2ND STREET, CORVALLIS, OR 97333	BOARD MEMBER 2.00	0.	0.	0.
SHELL WITTINGTON, 115 SW 2ND STREET, CORVALLIS, OR 97333	SECRETARY 2.00	0.	0.	0.
DAN RAYFIELD, 115 SW 2ND STREET, CORVALLIS, OR 97333	BOARD MEMBER 2.00	0.	0.	0.
BARBARA EDWARDS, 115 SW 2ND STREET, CORVALLIS, OR 97333	BOARD MEMBER 2.00	0.	0.	0.
IAN JOHNSON, 115 SW 2ND STREET, CORVALLIS, OR 97333	BOARD MEMBER 2.00	0.	0.	0.
DAVID CUDO, 115 SW 2ND STREET, CORVALLIS, OR 97333	BOARD MEMBER 2.00	0.	0.	0.
TIM FLOWERDAY, 115 SW 2ND STREET, CORVALLIS, OR 97333	EXECUTIVE DIRECTOR 40.00	42,800.	0.	0.

Part V Other Information (Note the statement requirements in the instructions for Part VI.)

		Yes	No			
33	Did the organization engage in any activity not previously reported to the IRS? If "Yes," attach a detailed description of each activity		X			
34	Were any changes made to the organizing or governing documents but not reported to the IRS? If "Yes," attach a conformed copy of the changes		X			
35	If the organization had income from business activities, such as those reported on lines 2, 6a, and 7a (among others), but not reported on Form 990-T, attach a statement explaining your reason for not reporting the income on Form 990-T.					
a	Did the organization have unrelated business gross income of \$1,000 or more or section 6033(e) notice, reporting, and proxy tax requirements?		X			
b	If "Yes," has it filed a tax return on Form 990-T for this year?	N/A				
36	Was there a liquidation, dissolution, termination, or substantial contraction during the year? If "Yes," complete applicable parts of Sch. N		X			
37a	Enter amount of political expenditures, direct or indirect, as described in the instructions.	37a	0.			
b	Did the organization file Form 1120-POL for this year?		X			
38a	Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still unpaid at the start of the period covered by this return?		X			
b	If "Yes," complete Schedule L, Part II and enter the total amount involved	38b	N/A			
39	Section 501(c)(7) organizations. Enter:					
a	Initiation fees and capital contributions included on line 9	39a	N/A			
b	Gross receipts, included on line 9, for public use of club facilities	39b	N/A			
40a	Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under:					
	section 4911	0.	section 4912	0.	section 4955	0.
b	Section 501(c)(3) and (4) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year or did it become aware of an excess benefit transaction from a prior year? If "Yes," complete Schedule L, Part I		X			
c	Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958		0.			
d	Enter amount of tax on line 40c reimbursed by the organization		0.			
e	All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T		X			
41	List the states with which a copy of this return is filed.	OR				
42a	The books are in care of	MAJESTIC THEATRE MANAGEMENT Telephone no. 541-766-6976				
	Located at	115 SW 2ND STREET, CORVALLIS, OR ZIP + 4 97333				
b	At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	Yes	No			
	If "Yes," enter the name of the foreign country:		X			
	See the instructions for exceptions and filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts.					
c	At any time during the calendar year, did the organization maintain an office outside of the U.S.?		X			
	If "Yes," enter the name of the foreign country:					
43	Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041 - Check here and enter the amount of tax-exempt interest received or accrued during the tax year	43	N/A			
44	Did the organization maintain any donor advised funds? If "Yes," Form 990 must be completed instead of Form 990-EZ		X			
45	Is any related organization a controlled entity of the organization within the meaning of section 512(b)(13)? If "Yes," Form 990 must be completed instead of Form 990-EZ		X			

Form 990-EZ (2008)

Part VI Section 501(c)(3) organizations only. All section 501(c)(3) organizations must answer questions 46-49 and complete the tables for lines 50 and 51.

Table with 3 columns: Question (46-49), Yes, No. Contains questions about political activities, lobbying, schools, and transfers to exempt organizations.

50 Complete this table for the five highest compensated employees (other than officers, directors, trustees and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

Table with 5 columns: (a) Name and address of each employee paid more than \$100,000; (b) Title and average hours per week devoted to position; (c) Compensation; (D) Contributions to employee benefit plans & deferred compensation; (E) Expense account and other allowances. Entry: NONE.

51 Complete this table for the five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

Table with 3 columns: (a) Name and address of each independent contractor paid more than \$100,000; (b) Type of service; (c) Compensation. Entry: NONE.

Sign Here: Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Paid Preparer's Use Only: Preparer's signature (Anderson Group CPAs, LLC), Date (2/24/10), Check if self-employed (X), Preparer's Identifying Number, Firm's name, address, and ZIP + 4, EIN, Phone no.

May the IRS discuss this return with the preparer shown above? See instructions. [X] Yes [] No

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)
 (Complete only if you checked the box on line 5, 7, or 8 of Part I.)

Section A. Public Support

Calendar year (or fiscal year beginning in)▶	(a) 2004	(b) 2005	(c) 2006	(d) 2007	(e) 2008	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3 The value of services or facilities furnished by a governmental unit to the organization without charge						
4 Total. Add lines 1 - 3						
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
6 Public Support. Subtract line 5 from line 4.						

Section B. Total Support

Calendar year (or fiscal year beginning in)▶	(a) 2004	(b) 2005	(c) 2006	(d) 2007	(e) 2008	(f) Total
7 Amounts from line 4						
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources						
9 Net income from unrelated business activities, whether or not the business is regularly carried on						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part IV.)						
11 Total support. Add lines 7 through 10						
12 Gross receipts from related activities, etc. (see instructions)					12	
13 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here						<input type="checkbox"/>

Section C. Computation of Public Support Percentage

14 Public support percentage for 2008 (line 6, column (f) divided by line 11, column (f))	14	%
15 Public support percentage from 2007 Schedule A, Part IV-A, line 26f	15	%
16a 33 1/3% support test - 2008. If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization	<input type="checkbox"/>	
b 33 1/3% support test - 2007. If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization	<input type="checkbox"/>	
17a 10% -facts-and-circumstances test - 2008. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part IV how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization	<input type="checkbox"/>	
b 10% -facts-and-circumstances test - 2007. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part IV how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization	<input type="checkbox"/>	
18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions	<input type="checkbox"/>	

Part III Support Schedule for Organizations Described in Section 509(a)(2) (Complete only if you checked the box on line 9 of Part I.)

Section A. Public Support

Calendar year (or fiscal year beginning in)	(a) 2004	(b) 2005	(c) 2006	(d) 2007	(e) 2008	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")	84,784.	43,101.	63,350.	485,140.	171,939.	848,314.
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose	148,241.	159,789.	176,840.	177,258.	257,102.	919,230.
3 Gross receipts from activities that are not an unrelated trade or business under section 513						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
5 The value of services or facilities furnished by a governmental unit to the organization without charge						
6 Total. Add lines 1 - 5	233,025.	202,890.	240,190.	662,398.	429,041.	1767544.
7a Amounts included on lines 1, 2, and 3 received from disqualified persons	3,150.					3,150.
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of 1% of the total of lines 9, 10c, 11, and 12 for the year or \$5,000						
c Add lines 7a and 7b	3,150.					3,150.
8 Public support (Subtract line 7c from line 6.)						1764394.

Section B. Total Support

Calendar year (or fiscal year beginning in)	(a) 2004	(b) 2005	(c) 2006	(d) 2007	(e) 2008	(f) Total
9 Amounts from line 6	233,025.	202,890.	240,190.	662,398.	429,041.	1767544.
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources	7,839.	6,355.	17,926.	35,038.	6,786.	73,944.
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
c Add lines 10a and 10b	7,839.	6,355.	17,926.	35,038.	6,786.	73,944.
11 Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on						
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part IV.)						
13 Total support (Add lines 9, 10c, 11, and 12.)						1841488.

14 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here

Section C. Computation of Public Support Percentage

15 Public support percentage for 2008 (line 8, column (f) divided by line 13, column (f))	15	95.81 %
16 Public support percentage from 2007 Schedule A, Part IV-A, line 27g	16	94.64 %

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2008 (line 10c, column (f) divided by line 13, column (f))	17	4.02 %
18 Investment income percentage from 2007 Schedule A, Part IV-A, line 27h	18	4.64 %

19a 33 1/3% support tests - 2008. If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization

b 33 1/3% support tests - 2007. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization

20 Private foundation. If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions

Schedule B

(Form 990, 990-EZ, or 990-PF)

Department of the Treasury
Internal Revenue Service

Schedule of Contributors

▶ Attach to Form 990, 990-EZ, and 990-PF.

OMB No. 1545-0047

2008

Name of the organization

Employer identification number

MAJESTIC THEATRE MANAGEMENT, INC.

Organization type (check one):

Filers of:

Section:

Form 990 or 990-EZ

501(c)(3) (enter number) organization

4947(a)(1) nonexempt charitable trust not treated as a private foundation

527 political organization

Form 990-PF

501(c)(3) exempt private foundation

4947(a)(1) nonexempt charitable trust treated as a private foundation

501(c)(3) taxable private foundation

Check if your organization is covered by the General Rule or a Special Rule. (Note. Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.)

General Rule

For organizations filing Form 990, 990-EZ, or 990-PF that received, during the year, \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II.

Special Rules

For a section 501(c)(3) organization filing Form 990, or Form 990-EZ, that met the 33 1/3% support test of the regulations under sections 509(a)(1)/170(b)(1)(A)(vi), and received from any one contributor, during the year, a contribution of the greater of (1) \$5,000 or (2) 2% of the amount on Form 990, Part VIII, line 1h or 2% of the amount on Form 990-EZ, line 1. Complete Parts I and II.

For a section 501(c)(7), (8), or (10) organization filing Form 990, or Form 990-EZ, that received from any one contributor, during the year, aggregate contributions or bequests of more than \$1,000 for use *exclusively* for religious, charitable, scientific, literary, or educational purposes, or the prevention of cruelty to children or animals. Complete Parts I, II, and III.

For a section 501(c)(7), (8), or (10) organization filing Form 990, or Form 990-EZ, that received from any one contributor, during the year, some contributions for use *exclusively* for religious, charitable, etc., purposes, but these contributions did not aggregate to more than \$1,000. (If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Do not complete any of the parts unless the General Rule applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions of \$5,000 or more during the year.) ▶ \$ _____

Caution. Organizations that are not covered by the General Rule and/or the Special Rules do not file Schedule B (Form 990, 990-EZ, or 990-PF), but they must answer "No" on Part IV, line 2 of their Form 990, or check the box in the heading of their Form 990-EZ, or on line 2 of their Form 990-PF, to certify that they do not meet the filing requirements of Schedule B (Form 990, 990-EZ, or 990-PF).

LHA For Privacy Act and Paperwork Reduction Act Notice, see the Instructions for Form 990. These instructions will be issued separately.

Schedule B (Form 990, 990-EZ, or 990-PF) (2008)

Name of organization

Employer identification number

MAJESTIC THEATRE MANAGEMENT, INC.

Part I Contributors (see instructions)

(a) No.	(b) Name, address, and ZIP + 4	(c) Aggregate contributions	(d) Type of contribution
1	CITY OF CORVALLIS 501 SW MADISON CORVALLIS, OR 97333	\$ 50,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
2	JAMES F. & MARION MILLER FOUNDATION P.O. BOX 8585 PORTLAND, OR 97205	\$ 15,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
3	STARKER FOREST P.O. BOX 809 CORVALLIS, OR 97339	\$ 10,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)

Asset Number	Description of property							
	Date placed in service	Method/IRC sec.	Life or rate	Line No.	Cost or other basis	Basis reduction	Accumulated depreciation/amortization	Current year deduction
	AUDIO/VISUAL							
3								
	FLIP CHART EASEL							
	10/01/93	SL	10.00	16	40.		40.	0.
4								
	A/V CART							
	10/01/95	SL	10.00	16	208.		208.	0.
5								
	55 X 5 PROJECTION SCREEN							
	10/01/95	SL	10.00	16	150.		150.	0.
6								
	DOUBLE DUTY EASEL							
	10/01/95	SL	10.00	16	230.		230.	0.
7								
	4' X 6' ERASABLE MARKERBOARD							
	10/01/95	SL	10.00	16	108.		108.	0.
8								
	25" TV							
	10/01/95	SL	10.00	16	260.		260.	0.
9								
	TV'S OF VARIOUS SIZES							
	08/01/99	SL	10.00	16	50.		50.	0.
10								
	VCR'S							
	08/01/99	SL	10.00	16	50.		50.	0.
11								
	OVERHEAD PROJECTOR TABLE							
	10/01/95	SL	10.00	16	165.		165.	0.
12								
	PEDESTAL SIGN W/SIGNS							
	10/01/95	SL	10.00	16	89.		89.	0.
13								
	17" TV W/REMOTE							
	11/15/96	SL	10.00	16	100.		100.	0.
14								
	PODIUM							
	08/01/93	SL	10.00	16	420.		340.	0.
16								
	VCR							
	11/15/96	SL	10.00	16	100.		100.	0.
17								
	EQUIPMENT RACKS							
	07/01/99	SL	10.00	16	170.		170.	0.
19								
	STEREO SYSTEMS (CD, TAPE)							
	07/01/99	SL	10.00	16	560.		560.	0.
20								
	12' X 12' PROJ. SCREEN PERMANENT							
	10/01/95	SL	10.00	16	371.		371.	0.
21								
	RECEIVER AMPLIFIER							
	07/01/99	SL	10.00	16	150.		150.	0.
22								
	STUDIO TELEVISION CAMERAS & ATTCH							
	08/01/99	SL	10.00	16	856.		856.	0.
23								
	TV WALL MOUNTS							
	08/01/99	SL	10.00	16	20.		20.	0.
24								
	IR TRANSMITTER - INFARED							
	12/02/96	SL	10.00	16	524.		524.	0.
25								
	IR RECEIVER - INFARED							
	12/02/96	SL	10.00	16	408.		408.	0.
202								
	PROJECTORS							
	04/02/08	SL	10.00	16	720.		30.	72.
209								
	HAZER							
	06/13/08	SL	10.00	16	960.		24.	96.
249								
	NEW SPEAKER SYSTEM							
	05/01/08	SL	10.00	16	2,349.		78.	235.
260								
	SONY CAMCORDER							
	06/24/08	SL	10.00	16	669.		11.	67.
277								
	CAMERA							
	10/20/08	SL	10.00	16	316.			26.

810761 04-25-08

- Current year section 179 (D) - Asset disposed

Asset Number	Description of property							
	Date placed in service	Method/IRC sec.	Life or rate	Line No.	Cost or other basis	Basis reduction	Accumulated depreciation/amortization	Current year deduction
283	DVD RECORDER							
	02/02/09	SL	10.00	16	160.			9.
	* 990-EZ PG 1 TOTAL - AUDIO/VISUAL							
					10,203.	0.	5,092.	505.
	GENERAL							
27	ASST. HAND TOOLS							
	06/01/90	SL	10.00	16	200.		200.	0.
28	SENNHEISER HEARING IMP BATTERY CHARGE							
	08/16/01	SL	10.00	16	117.		92.	12.
29	LEG CURTAINS							
	04/06/01	SL	10.00	16	600.		460.	60.
30	SCRIM CURTAIN							
	01/01/94	SL	10.00	16	1,200.		1,200.	0.
31	GRAND PIANO							
	10/01/92	SL	10.00	16	10,000.		8,479.	0.
32	ORCHESTRA PIT RISERS							
	12/01/92	SL	10.00	16	120.		120.	0.
33	MUSIC STAND LIGHTS							
	09/01/99	SL	10.00	16	52.		52.	0.
34	SOLDERING IRON							
	05/01/93	SL	10.00	16	20.		20.	0.
35	IV HYDRAULIC LIFT							
	04/01/93	SL	10.00	16	2,600.		2,502.	0.
36	FLOOR DOLLY							
	07/01/93	SL	10.00	16	20.		20.	0.
37	PROP-ROAD CABINET							
	10/01/93	SL	10.00	16	100.		100.	0.
39	DANCE FLOOR STORAGE RACK							
	03/01/93	SL	10.00	16	89.		89.	0.
40	UPRIGHT PIANO							
	12/01/92	SL	10.00	16	400.		362.	0.
41	HAND TRUCK							
	01/01/95	SL	10.00	16	37.		37.	0.
42	TABLE SKIRTS							
	04/01/95	SL	10.00	16	119.		119.	0.
43	PORTABLE STAGES							
	05/01/99	SL	10.00	16	1,476.		1,476.	0.
44	STAGE SKIRTS							
	05/01/99	SL	10.00	16	50.		50.	0.
45	KITCHEN STOVE							
	06/01/99	SL	10.00	16	250.		250.	0.
46	REFRIGERATOR							
	06/01/99	SL	10.00	16	250.		250.	0.
47	EQUIPMENT CART							
	06/01/99	SL	10.00	16	20.		20.	0.
48	METAL DESKS							
	06/01/99	SL	10.00	16	60.		60.	0.
49	6' FOLDING TABLES							
	10/01/95	SL	10.00	16	111.		111.	0.
50	8' FOLDING TABLE							
	09/01/99	SL	10.00	16	920.		920.	0.
51	STACKING CHAIRS - GRAY							
	09/01/99	SL	10.00	16	4,120.		4,120.	0.

015201
04-25-08

- Current year section 179 (D) - Asset disposed

Asset Number	Description of property							
	Date placed in service	Method/IRC sec.	Life or rate	Line No.	Cost or other basis	Basis reduction	Accumulated depreciation/amortization	Current year deduction
52	PLASTIC STACKING CHAIRS							
	12/07/99	SL	10.00	16	32.		32.	0.
53	CHAIR CARTS							
	09/01/99	SL	10.00	16	160.		160.	0.
54	CARPET STEAM CLEANER							
	10/01/95	SL	10.00	16	191.		191.	0.
55	VACUUM CLEANER							
	04/15/97	SL	10.00	16	325.		325.	0.
56	ROTO LOCK							
	01/01/97	SL	10.00	16	252.		252.	0.
57	TRAVELER TRACK							
	01/22/97	SL	10.00	16	694.		694.	0.
58	UPRIGHT PIANO							
	09/19/98	SL	10.00	16	500.		500.	0.
59	VACUUM CLEANER							
	02/15/00	SL	10.00	16	200.		200.	0.
60	2001 MISC. ASSETS							
	01/01/01	SL	10.00	16	12,818.		9,829.	1,282.
171	1999 MISC ASSETS							
	12/31/99	SL	10.00	16	3,867.		3,867.	0.
172	2000 MISC ASSETS							
	12/31/00	SL	10.00	16	6,566.		6,566.	0.
184	CYCLORAMA STAGE CURTAIN							
	05/02/07	SL	10.00	16	595.		80.	60.
186	CREDIT CARD TERMINAL							
	09/26/06	SL	5.00	16	349.		134.	70.
212	TABLES							
	07/02/08	SL	10.00	16	879.		15.	88.
273	WATER HEATER							
	04/13/09	SL	5.00	16	1,135.			95.
282	REFRIGERATOR							
	02/02/09	SL	5.00	16	650.			76.
284	SHELVES							
	03/09/09	SL	10.00	16	349.			17.
286	BANNER							
	03/10/09	SL	10.00	16	283.			14.
292	HEADSET LOBBY							
	04/08/09	SL	10.00	16	473.			20.
	* 990-EZ PG 1 TOTAL - GENERAL							
					53,249.	0.	43,954.	1,794.
	LIGHTING							
62	LIGHTING							
	01/07/01	SL	10.00	16	99.		77.	10.
63	LIGHT CONTROL BOARD W/REMOTES							
	01/04/01	SL	10.00	16	4,477.		3,434.	448.
64	HAND HELD REMOTE FOR LIGHT BOARD							
	01/04/01	SL	10.00	16	1,600.		1,227.	160.
65	PORTABLE HOUSE LIGHT CONTROLLER							
	01/04/01	SL	10.00	16	550.		422.	55.
66	CONTROL FREAK							
	01/04/01	SL	10.00	16	550.		422.	55.
67	GOOSE NECK TECH LIGHTS							
	03/09/01	SL	10.00	16	384.		292.	38.

016201
04-25-08

- Current year section 179 (D) - Asset disposed

Asset Number	Description of property							
	Date placed in service	Method/ IRC sec.	Life or rate	Line No.	Cost or other basis	Basis reduction	Accumulated depreciation/amortization	Current year deduction
68	LIGHTING INSTRUMENTS							
	050192	SL	10.00	16	1,200.		1,200.	0.
706	" FRESNEL							
	120192	SL	10.00	16	300.		284.	0.
71	LIGHTING CABLES							
	080193	SL	10.00	16	100.		100.	0.
72	BOOM STAND BASES							
	040193	SL	10.00	16	375.		319.	0.
73	CYC LIGHTS							
	010194	SL	10.00	16	2,232.		2,031.	0.
74	SAFETY GELL FRAMES							
	020195	SL	10.00	16	84.		84.	0.
75	SAFTY CABLES FOR LIGHTS							
	080195	SL	10.00	16	28.		28.	0.
76	IKW ZOOMS							
	071597	SL	10.00	16	1,040.		1,040.	0.
77	PAR 16 STAGE LIGHTS							
	060199	SL	10.00	16	320.		320.	0.
78	ELECTRICAL CABLE							
	080195	SL	10.00	16	260.		260.	0.
79	ELECTRICAL CABLE							
	020601	SL	10.00	16	200.		153.	20.
80	PAR 64							
	051497	SL	10.00	16	278.		278.	0.
179	SOURCE FOUR STAGE LIGHTS - 16							
	061207	SL	10.00	16	6,448.		806.	645.
183	SOURCE FOUR JR STAGE LIGHTS - 4							
	122706	SL	10.00	16	1,087.		181.	109.
201	POCKET SCANS							
	032708	SL	10.00	16	550.		23.	55.
208	STAGE LIGHTING							
	060208	SL	10.00	16	7,855.		196.	786.
	* 990-EZ PG 1 TOTAL - LIGHTING							
					30,017.	0.	13,177.	2,381.
	LOBBIES							
828	' BLACK UPHOLSTERED LOBBY SEAT							
	010194	SL	10.00	16	200.		200.	0.
836	' UPHOLSTERED LOUNGE SEATS							
	090199	SL	10.00	16	100.		100.	0.
846	' BLACK UPHOLSTERED LOBBY SEAT							
	010194	SL	10.00	16	250.		250.	0.
85	LOBBY TABLES							
	021108	SL	10.00	16	648.		38.	65.
86	CURTAINS							
	031308	SL	10.00	16	740.		37.	74.
206	CURTAINS							
	050708	SL	10.00	16	2,800.		93.	280.
	* 990-EZ PG 1 TOTAL - LOBBIES							
					4,738.	0.	718.	419.
	OFFICE							
88	COMPUTER AND KEYBOARD & ACCESSORIES							
	100191	SL	10.00	16	259.		259.	0.

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- Current year section 179 (D) - Asset disposed

Asset Number	Description of property							
	Date placed in service	Method/IRC sec.	Life or rate	Line No.	Cost or other basis	Basis reduction	Accumulated depreciation/amortization	Current year deduction
89	MONITOR							
	10/01/91	SL	10.00	16	500.		500.	0.
90	LASER PRINTER							
	10/01/91	SL	10.00	16	1,225.		1,225.	0.
91	COPIER							
	11/01/91	SL	10.00	16	1,000.		1,000.	0.
92	WOODEN FILING CABINET							
	06/01/93	SL	10.00	16	20.		20.	0.
96	OFFICE CHAIR							
	03/01/95	SL	10.00	16	54.		54.	0.
98	COMPUTER NETWORK CONNECTORS							
	06/29/95	SL	10.00	16	87.		87.	0.
100	CD BURNER							
	11/13/01	SL	10.00	16	179.		138.	18.
101	COMPUTER MODEM							
	12/01/95	SL	10.00	16	125.		125.	0.
103	COMPUTER & MON							
	10/30/96	SL	10.00	16	1,400.		1,400.	0.
104	ZIP DRIVE							
	11/97	SL	10.00	16	149.		149.	0.
107	COMPUTER & MON							
	12/31/96	SL	10.00	16	700.		700.	0.
108	COMPUTER							
	12/20/99	SL	10.00	16	1,200.		1,200.	0.
109	COMPUTERS							
	12/20/99	SL	10.00	16	1,600.		1,600.	0.
110	CORDLESS PHONE SYSTEM							
	09/30/99	SL	10.00	16	660.		660.	0.
111	TELEPHONE							
	01/23/01	SL	10.00	16	50.		38.	5.
112	OFFICE CHAIR							
	10/98	SL	10.00	16	261.		261.	0.
174	H-P PRINTER							
	01/01/04	SL	5.00	16	300.		280.	20.
180	COMPUTER - HP ED DIRECTOR BLACK							
	10/04/06	SL	5.00	16	807.		309.	161.
181	PRINTER - HP ALL IN ONE 6300							
	12/27/06	SL	5.00	16	218.		73.	44.
182	COMPUTER - HP TECH DIRECTOR 1620 GREY							
	06/05/07	SL	5.00	16	629.		157.	126.
185	WIRELESS UPS AND ROUTER							
	05/14/07	SL	5.00	16	210.		53.	42.
187	COMPUTER							
	02/15/08	SL	5.00	16	520.		61.	104.
188	BLINDS							
	03/13/08	SL	10.00	16	956.		48.	96.
189	COMPUTER							
	04/10/08	SL	5.00	16	501.		42.	100.
207	COMPUTER							
	05/27/08	SL	5.00	16	835.		42.	167.
227	FLOORCOVERING							
	03/27/08	SL	5.00	16	1,737.		145.	347.
275	SOFTWARE-SEAT ADVISOR							
	09/15/08	SL	3.00	16	595.			198.

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04-25-08

- Current year section 179 (D) - Asset disposed

Asset Number	Description of property							
	Date placed in service	Method/IRC sec.	Life or rate	Line No.	Cost or other basis	Basis reduction	Accumulated depreciation/amortization	Current year deduction
276	TICKET PRINTER							
	09/30/08	SL	5.00	16	1,440.			264.
278	COMPUTER							
	09/24/08	SL	5.00	16	339.			62.
285	MONITOR							
	03/09/09	SL	5.00	16	184.			18.
290	COMPUTER							
	07/10/09	SL	5.00	16	497.			17.
	* 990-EZ PG 1 TOTAL - OFFICE							
					19,237.	0.	10,626.	1,789.
	SOUND							
114	SOUND MIXER							
	01/07/01	SL	10.00	16	999.		766.	100.
115	POWER AMPLIFIERS							
	01/07/01	SL	10.00	16	1,592.		1,219.	159.
116	25' MICROPHONE CABLES							
	01/07/01	SL	10.00	16	143.		108.	14.
117	10' MICROPHONE CABLES							
	01/07/01	SL	10.00	16	67.		53.	7.
118	1/4 ADAPTOR PLUGS							
	01/07/01	SL	10.00	16	20.		15.	2.
120	DUAL 1/3 OCT EQUALIZERS							
	01/07/01	SL	10.00	16	798.		613.	80.
121	MONITORS 8" 400 WT							
	01/07/01	SL	10.00	16	2,188.		1,679.	219.
124	MONITOR SPEAKER FOR TECH BOOTH							
	11/01/93	SL	10.00	16	20.		20.	0.
127	CD PLAYER							
	05/01/99	SL	10.00	16	250.		250.	0.
128	RECEIVER							
	07/15/99	SL	10.00	16	150.		150.	0.
129	C/D 5 DISK PLAYER							
	07/15/99	SL	10.00	16	150.		150.	0.
130	STEREO SYSTEM							
	07/15/99	SL	10.00	16	150.		150.	0.
131	STEREO SYSTEM							
	07/15/99	SL	10.00	16	150.		150.	0.
132	NEW SOUND SYSTEM PARTS							
	09/01/99	SL	10.00	16	1,300.		1,300.	0.
134	915 QMR MICROPHONES							
	04/26/01	SL	10.00	16	560.		429.	56.
175	HEADSETS-MORGAN SOUND							
	05/26/05	SL	10.00	16	2,548.		829.	255.
203	SOUND EQUIPMENT							
	04/07/08	SL	10.00	16	584.		24.	58.
210	SOUNDBOARD							
	06/19/08	SL	10.00	16	4,324.		72.	432.
211	DIMMER PAKS							
	07/01/08	SL	10.00	16	550.		9.	55.
213	LIGHTSTAND							
	07/03/08	SL	10.00	16	575.		10.	58.
271	DBX EQUILIZER							
	07/31/08	SL	10.00	16	875.		7.	88.

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- Current year section 179 (D) - Asset disposed

146	PIPE CLAMPS						
	010196SL	10.00	16	12.		12.	0.
147	CIRCULAR SAW						
	010196SL	10.00	16	65.		65.	0.
148	RASPS & FILES						
	010196SL	10.00	16	10.		10.	0.
149	HAMMERS						
	010196SL	10.00	16	60.		60.	0.
151	LEVELS						
	010196SL	10.00	16	18.		18.	0.
152	CRESCENT WRENCHES						
	010196SL	10.00	16	15.		15.	0.
153	UTILITY KNIVES						
	010196SL	10.00	16	8.		8.	0.
154	SCREW DRIVERS						
	010196SL	10.00	16	12.		12.	0.
155	FRAMING SQUARES						
	010196SL	10.00	16	8.		8.	0.
156	TRY SQUARE						
	010196SL	10.00	16	12.		12.	0.
280	DRILL						
	112608SL	10.00	16	159.			12.
287	EYE WASH UNIT						
	032009SL	10.00	16	238.			10.
289	TRUCK						
	062309SL	5.00	16	2,500.			00

Asset Number	Description of property							
	Date placed in service	Method/IRC sec.	Life or rate	Line No.	Cost or other basis	Basis reduction	Accumulated depreciation/amortization	Current year deduction
279	SOUND EQUIPMENT							
	10/01/08	SL	10.00	16	7,000.			642.
281	SOUND EQUIPMENT							
	01/06/09	SL	10.00	16	7,000.			467.
288	SOUND EQUIPMENT							
	06/16/09	SL	10.00	16	4,000.			67.
291	SOUND EQUIPMENT							
	08/05/09	SL	10.00	16	2,294.			19.
	* 990-EZ PG 1 TOTAL - SOUND							
					38,287.	0.	8,003.	2,778.
	SHOP TOOLS							
136	DELTA 12" DRILL PRESS							
	09/01/96	SL	10.00	16	217.		217.	0.
139	BAND SAW 14"							
	09/01/96	SL	10.00	16	445.		445.	0.
140	WOOD DRILL BITS							
	10/01/96	SL	10.00	16	13.		13.	0.
141	COIL AIR HOSE							
	09/01/96	SL	10.00	16	15.		15.	0.
142	RADIAL ARM SAW							
	07/01/96	SL	10.00	16	150.		150.	0.
145	C CLAMPS							
	01/01/96	SL	10.00	16	20.		20.	0.
146	PIPE CLAMPS							
	01/01/96	SL	10.00	16	12.		12.	0.
147	CIRCULOR SAW							
	01/01/96	SL	10.00	16	65.		65.	0.
148	RASPS & FILES							
	01/01/96	SL	10.00	16	10.		10.	0.
149	HAMMERS							
	01/01/96	SL	10.00	16	60.		60.	0.
151	LEVELS							
	01/01/96	SL	10.00	16	18.		18.	0.
152	CRESCENT WRENCHES							
	01/01/96	SL	10.00	16	15.		15.	0.
153	UTILITY KNIVES							
	01/01/96	SL	10.00	16	8.		8.	0.
154	SCREW DRIVERS							
	01/01/96	SL	10.00	16	12.		12.	0.
155	FRAMING SQUARES							
	01/01/96	SL	10.00	16	8.		8.	0.
156	TRY SQUARE							
	01/01/96	SL	10.00	16	12.		12.	0.
280	DRILL							
	11/26/08	SL	10.00	16	159.			12.
287	EYE WASH UNIT							
	03/20/09	SL	10.00	16	238.			10.
289	TRUCK							
	06/23/09	SL	5.00	16	2,500.			83.
	* 990-EZ PG 1 TOTAL - SHOP TOOLS							
					3,977.	0.	1,080.	105.
	LEASEHOLD IMPROVEMENTS							

MAJESTIC THEATRE MANAGEMENT, INC.

FORM 990-EZ	OTHER EXPENSES	STATEMENT	1
DESCRIPTION		AMOUNT	
WORKERS COMP INSURANCE		4,944.	
MISCELLANEOUS		307.	
INVESTMENT EXPENSES OCF		1,934.	
INTEREST		8.	
ADVERTISING		8,505.	
BANK/CREDIT CARD FEES		9,715.	
BOARD AND ADMINISTRATIVE FEES		7,022.	
DEVELOPMENT EXPENSE		1,782.	
CONFERENCE/MEETINGS		3,456.	
EQUIPMENT EXPENSES		13,317.	
INSURANCE		2,406.	
MATERIALS AND SUPPLIES		22,615.	
EQUIPMENT/FACILITY RENTAL EXPENSES		34,987.	
ROYALTIES		4,345.	
TRAVEL		888.	
UNREALIZED LOSS OCF INVESTMENTS		7,653.	
TOTAL TO FORM 990-EZ, LINE 16		123,884.	

FORM 990-EZ	OTHER ASSETS	STATEMENT	2
DESCRIPTION	BEG. OF YEAR	END OF YEAR	
CORPORATE STOCK SECURITIES	10,326.	0.	
OREGON COMMUNITY FOUNDATION	215,458.	249,141.	
OTHER DEPRECIABLE ASSETS	47,446.	67,286.	
TOTAL TO FORM 990-EZ, LINE 24	273,230.	316,427.	

FORM 990-EZ	OTHER LIABILITIES	STATEMENT	3
DESCRIPTION	BEG. OF YEAR	END OF YEAR	
PAYROLL TAXES WITHHELD	5,318.	2,760.	
CREDIT CARDS PAYABLE	37.	559.	
TOTAL TO FORM 990-EZ, LINE 26	5,355.	3,319.	

MAJESTIC THEATRE MANAGEMENT, INC.

FORM 990-EZ	OTHER REVENUE	STATEMENT	4
DESCRIPTION		AMOUNT	
INTEREST INCOME		927.	
DIVIDEND INCOME		5,859.	
INSURANCE CLAIM		3,676.	
MISCELLANEOUS		465.	
TOTAL TO FORM 990-EZ, LINE 8		10,927.	

FORM 990-EZ	GAIN (LOSS) FROM PUBLICLY TRADED SECURITIES			STATEMENT	5
DESCRIPTION	GROSS SALES PRICE	COST OR OTHER BASIS	EXPENSE OF SALE	NET GAIN OR (LOSS)	
OCF INVESTMENTS	0.	23,846.	0.	-23,846.	
INVESTMENTS	0.	4,220.	0.	-4,220.	
TO FORM 990-EZ, LINE 5		28,066.	0.	-28,066.	

FORM 990-EZ	OCCUPANCY, RENT, UTILITIES AND MAINTENANCE	STATEMENT	6
DESCRIPTION		AMOUNT	
DEPRECIATION		24,053.	
OTHER EXPENSES		34,609.	
TOTAL TO FORM 990-EZ, LINE 14		58,662.	

- A) DID THE ORGANIZATION, DURING THE YEAR, RECEIVE ANY FUNDS,
DIRECTLY OR INDIRECTLY, TO PAY PREMIUMS ON A PERSONAL
BENEFIT CONTRACT? [] YES [X] NO
- B) DID THE ORGANIZATION, DURING THE YEAR, PAY PREMIUMS,
DIRECTLY OR INDIRECTLY, ON A PERSONAL BENEFIT CONTRACT? . . [] YES [X] NO

SUPPORT OF THE PERFORMING ARTS IN THE COMMUNITY

Application for Extension of Time To File an Exempt Organization Return

OMB No. 1545-1709

▶ **File a separate application for each return.**

- If you are filing for an Automatic 3-Month Extension, complete only Part I and check this box
 - If you are filing for an Additional (Not Automatic) 3-Month Extension, complete only Part II (on page 2 of this form).
- Do not complete Part II unless you have already been granted an automatic 3-month extension on a previously filed Form 8868.

Part I Automatic 3-Month Extension of Time. Only submit original (no copies needed).

A corporation required to file Form 990-T and requesting an automatic 6-month extension - check this box and complete Part I only

All other corporations (including 1120-C filers), partnerships, REMICs, and trusts must use Form 7004 to request an extension of time to file income tax returns.

Electronic Filing (e-file). Generally, you can electronically file Form 8868 if you want a 3-month automatic extension of time to file one of the returns noted below (6 months for a corporation required to file Form 990-T). However, you cannot file Form 8868 electronically if (1) you want the additional (not automatic) 3-month extension or (2) you file Forms 990-BL, 6069, or 8870, group returns, or a composite or consolidated Form 990-T. Instead, you must submit the fully completed and signed page 2 (Part II) of Form 8868. For more details on the electronic filing of this form, visit www.irs.gov/efile and click on e-file for Charities & Nonprofits.

Type or print	Name of Exempt Organization MAJESTIC THEATRE MANAGEMENT, INC.	Employer identification number
File by the due date for filing your return. See instructions.	Number, street, and room or suite no. If a P.O. box, see instructions. 115 SW 2ND STREET	
	City, town or post office, state, and ZIP code. For a foreign address, see instructions. CORVALLIS, OR 97333	

Check type of return to be filed (file a separate application for each return):

- | | | |
|---|---|------------------------------------|
| <input type="checkbox"/> Form 990 | <input type="checkbox"/> Form 990-T (corporation) | <input type="checkbox"/> Form 4720 |
| <input type="checkbox"/> Form 990-BL | <input type="checkbox"/> Form 990-T (sec. 401(a) or 408(a) trust) | <input type="checkbox"/> Form 5227 |
| <input checked="" type="checkbox"/> Form 990-EZ | <input type="checkbox"/> Form 990-T (trust other than above) | <input type="checkbox"/> Form 6069 |
| <input type="checkbox"/> Form 990-PF | <input type="checkbox"/> Form 1041-A | <input type="checkbox"/> Form 8870 |

MAJESTIC THEATRE MANAGEMENT

- The books are in the care of ▶ **115 SW 2ND STREET, CORVALLIS, OR - 97333**
 Telephone No. ▶ **541-766-6976** FAX No. ▶ _____
- If the organization does not have an office or place of business in the United States, check this box
- If this is for a Group Return, enter the organization's four digit Group Exemption Number (GEN) _____. If this is for the whole group, check this box . If it is for part of the group, check this box and attach a list with the names and EINs of all members the extension will cover.

1 I request an automatic 3-month (6-months for a corporation required to file Form 990-T) extension of time until APRIL 15, 2010, to file the exempt organization return for the organization named above. The extension is for the organization's return for:
 ▶ calendar year _____ or
 ▶ tax year beginning SEP 1, 2008, and ending AUG 31, 2009.

2 If this tax year is for less than 12 months, check reason: Initial return Final return Change in accounting period

3a If this application is for Form 990-BL, 990-PF, 990-T, 4720, or 6069, enter the tentative tax, less any nonrefundable credits. See instructions.	3a	\$	
b If this application is for Form 990-PF or 990-T, enter any refundable credits and estimated tax payments made. Include any prior year overpayment allowed as a credit.	3b	\$	
c Balance Due. Subtract line 3b from line 3a. Include your payment with this form, or, if required, deposit with FTD coupon or, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions.	3c	\$	N/A

Caution. If you are going to make an electronic fund withdrawal with this Form 8868, see Form 8453-EO and Form 8879-EO for payment instructions.

LHA For Privacy Act and Paperwork Reduction Act Notice, see Instructions.

Form 8868 (Rev. 4-2009)

CT-12

For Oregon Corporations and Certain Trusts

Charitable Activities Section Oregon Department of Justice

1515 SW 5th Avenue, Suite 410
Portland, OR 97201-5451
E-Mail: charitable.activities@doj.state.or.us
Web site: http://www.doj.state.or.us

VOICE (971) 673-1880
TTY (800) 735-2900
FAX (971) 673-1882

For Accounting Periods Beginning In:

2008

Section I. General Information

1. Cross Through Incorrect Items and Correct Here:
(See instructions for change of name or accounting period.)

13831 Registration #:
Majestic Theatre Management, Inc. Organization Name:
115 SW 2nd Street Address:
Corvallis, OR 97333 City, State, Zip:
(541)766-6976 Phone: Fax: Amended Report?
Email:
Period Beginning: 9/1/2008 Period Ending: 8/31/2009

2. Did a certified public accountant audit your financial records? - If yes, attach a copy of the auditor's report, financial statements, accompanying notes, schedules, or management letters supplementing the report or financial statements. Yes No

3. Is the organization a party to a contract involving person-to-person, advertising, vending machine or telephone fund-raising in Oregon? Yes No
If yes, write the name of the fund-raising firm(s) who conducts the campaign(s): _____

4. Has the organization or any officer, director, trustee, or key employee of the organization ever been involved in a voluntary agreement with any government agency, such as a state attorney general, secretary of state, or local district attorney, or in a legal action in any court regarding charitable solicitation, administration, management, or fiduciary practices? If yes, attach copies of the agreement and a written explanation. Yes No

5. During this reporting period, did the organization amend its articles of incorporation, bylaws, or trust documents, OR did the organization receive a determination letter from the Internal Revenue Service indicating a new or amended tax-exempt status? If yes, attach a copy of the amended document or letter. Yes No

6. Is the organization ceasing operations and is this the final report? (If yes, see instructions on how to close your registration.) Yes No

7. Provide contact information for the person responsible for retaining the organization's records.

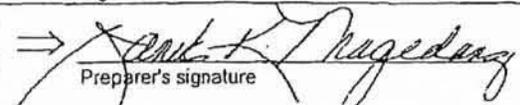
Name	Position	Phone	Mailing Address & Email Address
Tim Flowerday	Executive Director	(541)766-6976	115 SW 2nd Street, Corvallis, OR 97333

8. List of Officers, Directors, Trustees and Key Employees - List each person who held one of these positions at any time during the year even if they did not receive any compensation from the organization. Attach additional sheets if necessary. If an IRS form is attached that includes substantially the same information, the phrase "See IRS Form" may be entered in lieu of completing this section. (Oregon law requires a minimum of three directors.)

(A) Name, mailing address, daytime phone number and email address	(B) Title & average weekly hours devoted to position	(C) Compensation (enter \$0 if position unpaid)
Name: See IRS FORM 990 Address: _____ Phone: _____ Email: _____		
Name: _____ Address: _____ Phone: _____ Email: _____		
Name: _____ Address: _____ Phone: _____ Email: _____		

Section II. Fee Calculation

9.	Total Revenue <small>(From Line 12 (current year) on Form 990; Line 9 on Form 990-EZ; Part I, Line 12a on Form 990-PF; Line 9 on Form 1041 or Form 1041-A; or see page 3 of the instructions if no federal tax return was prepared. Attach explanation if Total Revenue is \$0.)</small>	9.	451,399																			
10.	Revenue Fee <small>(See chart below. Minimum fee is \$10, even if total revenue is a negative amount.)</small>	10.		100																		
	<table border="1"> <thead> <tr> <th>Amount on Line 9</th> <th>Revenue Fee</th> </tr> </thead> <tbody> <tr><td>\$0 - \$24,999</td><td>\$10</td></tr> <tr><td>\$25,000 - \$49,999</td><td>\$25</td></tr> <tr><td>\$50,000 - \$99,999</td><td>\$45</td></tr> <tr><td>\$100,000 - \$249,999</td><td>\$75</td></tr> <tr><td>\$250,000 - \$499,999</td><td>\$100</td></tr> <tr><td>\$500,000 - \$749,999</td><td>\$135</td></tr> <tr><td>\$750,000 - \$999,999</td><td>\$170</td></tr> <tr><td>\$1,000,000 or more</td><td>\$200</td></tr> </tbody> </table>	Amount on Line 9	Revenue Fee	\$0 - \$24,999	\$10	\$25,000 - \$49,999	\$25	\$50,000 - \$99,999	\$45	\$100,000 - \$249,999	\$75	\$250,000 - \$499,999	\$100	\$500,000 - \$749,999	\$135	\$750,000 - \$999,999	\$170	\$1,000,000 or more	\$200			
Amount on Line 9	Revenue Fee																					
\$0 - \$24,999	\$10																					
\$25,000 - \$49,999	\$25																					
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\$500,000 - \$749,999	\$135																					
\$750,000 - \$999,999	\$170																					
\$1,000,000 or more	\$200																					
11.	Net Assets or Fund Balances at End of the Reporting Period <small>(From Line 22 (end of year) on Form 990; Line 21 on Form 990-EZ, or Part III, Line 6 on Form 990-PF; or see page 4 to calculate.)</small>	11.	760,246																			
12.	Net Fixed Assets Used to Conduct Charitable Activities <small>(Generally, from Part X, Line 10c on Form 990; Line 23B on Form 990-EZ or Part II, Line 14b on Form 990-PF; or see page 4 to calculate. See instructions if organization owns income-producing assets.)</small>	12.	430,255																			
13.	Amount Subject to Net Assets or Fund Balances Fee <small>(Line 11 minus Line 12. If Line 11 minus Line 12 is less than \$50,000, write \$0.)</small>	13.	329,991																			
14.	Net Assets or Fund Balances Fee <small>(Line 13 multiplied by .0001. If the fee is less than \$5, enter \$0. Not to exceed \$1,000. Round cents to the nearest whole dollar.)</small>	14.		33																		
15.	Are you filing this report late? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <small>If yes, the late fee is a minimum of \$20. You may owe more depending on how late the report is. See Instruction 15 for additional information.)</small>	15.																				
16.	Total Amount Due <small>(Add lines 10, 14, and 15. Make check payable to the Oregon Department of Justice.)</small>	16.		133																		
17.	Attach a copy of the organization's federal tax return and all supporting schedules and attachments that were filed with the IRS with the exception that Form 990 & 990EZ filers do not need to attach a copy of their Schedule B. Also, if the organization did not file with the IRS, but had Total Revenue of \$25,000 or more, or Net Assets or Fund Balances of \$50,000 or more, see the instructions as the organization is required to complete certain IRS Forms for Oregon purposes only. If the attached return was not filed with the IRS, then mark any such return as "For Oregon Purposes Only."																					

Please Sign Here	Under penalties of perjury, I declare that I have examined this return, including all accompanying forms, schedules, and attachments, and to the best of my knowledge and belief, it is true, correct, and complete.		
	⇒ _____ Signature of officer	_____ Date	_____ Title
Paid Preparer's Use Only	⇒  Preparer's signature	<u>2/24/10</u> Date	<u>(541)757-2070</u> Phone
	<u>Janet K. Magedanz, CPA</u> Preparer's name	<u>P.O. Box 1065, Corvallis, OR 97339</u> Address	

How Can You Make Your Community Better?

We'd like to hear your ideas.

Working for thriving local rural communities and healthy ecosystems is the goal of Cascade Pacific Resource Conservation & Development. We invite local residents of Benton, Lane, Lincoln, Linn, Marion & Polk Counties to share their visions for the region.

CPRCD works at the grassroots level with citizens and organizations of local communities to develop innovative local projects. These projects focus on creating and maintaining rural jobs, improving water quality and quantity, supporting efficient and renewable energy, promoting a sustainable local food system, and enhancing fish and wildlife habitat.

Join us for a public meeting at any of these locations:

Lane County

April 28, 5:30 – 7:00 pm
EWEB Training Center, North Bldg
500 East 4th Ave., Eugene

Linn County

April 29, 6:30 – 8:00 pm
Linn County Fairgrounds, Albany

Marion County

May 3, 7:00 – 8:30 pm
Senate hearing room, Courthouse Square
555 Court Street NE, Salem

Benton County

May 6, 5:30 – 7:00 pm
Corvallis-Benton County Public Library
645 NW Monroe Ave., Corvallis

Polk County

May 11, 7:00 – 8:30 pm
Monmouth Public Library meeting room
168 S. Ecols Street, Monmouth

Lincoln County

May 18, 6:30 – 8:00 pm
Central Lincoln People's Utility District
2129 N. Coast Hwy., Newport



For information, contact

Karen Strohmeier,
RC&D Coordinator

541-967-5925 x128
karen.strohmeier@or.usda.gov

Cascade Pacific 
Resource Conservation + Development

33630 McFarland Road
Tangent, OR 97389

www.cascadepacific.org

**ADMINISTRATIVE SERVICES COMMITTEE
MINUTES
May 5, 2010**

Present

Councilor Joel Hirsch, Chair
Councilor Hal Brauner
Councilor Mark O'Brien

Staff

Jon Nelson, City Manager
Ken Gibb, Community Development Director
Marci Laurent, Community Development Management Assistant
Steve Rogers, Public Works Director
Mary Steckel, Public Works Administrative Division Manager
Karen Emery, Parks and Recreation Director
Carla Holzworth, City Manager's Office

Allocations Subcommittee members

Tammy Jacquith
Rick Schroff
Brian Weldon (absent, excused)

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Economic Development Allocations Orientation	*		
II. Sustainability Initiative Fees (deliberations)			<p>Table the Energy Conservation Renewables fee for one year or less if the Council feels there is a better definition of how the money would be used, specifically the purpose of the Community Energy Information Center.</p> <p>Adopt a fee of \$0.80 per month per property for the Sidewalk Safety Program for sidewalks along City-owned streets effective February 1, 2011.</p> <p>Adopt a Transit fee, based on the Transportation Maintenance Fee allocation methodology, in the base fee monthly amount of \$2.75 or the previous indexed annual price per gallon of gasoline, whichever is higher, and use the fee to replace the group pass program, fares, and property tax subsidies for the transit system effective February 1, 2011.</p> <p>Table the Urban Forestry initiative until Council wishes to pursue it based upon a recommendation from the Commission on Civic Beautification and Urban Forestry and the Parks, Recreation, and Natural Areas Board.</p> <p>Adopt a fee of \$0.45 per month per property for Alternative Modes effective February 1, 2011.</p>
III. Other Business	*		

Chair Hirsch called the meeting to order at 3:30 p.m.

CONTENT OF DISCUSSION

I. Economic Development Allocations Orientation (Attachment)

Mr. Gibb reviewed the staff report and noted that requests exceed available funding by approximately \$215,000. He recommended the Committee base allocations on the \$236,459 currently available for funding; Council will provide direction for addressing any reductions made when the budget is adopted in June. Mr. Nelson agreed this is a reasonable approach.

Ms. Laurent noted that Mr. Weldon was not able to attend today's meeting due to a prior commitment. She reviewed the contents of the allocations binder. Mr. Nelson noted that subtotals of \$195,336 for General Economic Development and \$41,123 for Festivals and Events are missing in the Recommendation column of the Non-Dedicated Funds summary sheet. The Committee corrected their copies and said they do not need new ones.

Mr. Gibb said during deliberations, Allocation Committee members' recommendations will be entered into a spreadsheet and projected on a white board for discussion. Councilor Brauner reminded the Committee that totals need to add up correctly. If a Committee member does not support funding a particular proposal, a zero should be reflected.

Mr. Gibb asked that follow up questions from agency presentations be directed to staff. Staff will contact the agency and bring information back to the deliberations meeting.

Ms. Laurent noted that Council will receive the Committee's recommendations at the June 7 meeting, which is also when the budget is scheduled to be adopted. The goal is to have funding in place as close as possible to the start of the new fiscal year on July 1.

In response to Chair Hirsch's suggestion that the Committee allocate according to a 6.5% reduction in funding, Mr. Schroff and Councilor Brauner said they believe it is better to work with the current amount. Council will direct the process if reductions need to be made. In response to Councilor O'Brien's inquiry, Councilor Brauner said the Allocations Sub Committee could make recommendations about how the reductions should be applied. Mr. Nelson agreed the process should reflect current policy and financial information. Mr. Gibb said applicants will be notified of this direction.

II. Sustainability Initiative Fees (deliberations) (Attachment)

Ms. Steckel distributed copies of feedback received since the April 21, 2010 Administrative Services Committee meeting (Attachment A), Initiative Fee Examples (Attachment B), Supplemental Information for Other Oregon Communities' Fees (Attachment C), and US Regional Gas Prices and Inventories (Attachment D). Attachments B and C were provided in response to questions asked in Councilor O'Brien's May 2 email (Attachment E).

Referring to Attachment B, Mr. Rogers reviewed the methodology for calculating the potential rate on 16 local businesses. The Urban Forestry, Sidewalk Safety, and Energy Conservation/Renewables components have a flat rate, which is derived from dividing their respective proposed annual amounts by the number of City utility accounts (approximately 15,000). However, proposed rates for the Transit and Alternative Modes components are based on trip generation and are further broken down by varying residential and commercial ratios. Trip generation data was drawn from the Institute of Traffic Engineers (ITE) manual. Mr. Rogers explained that the downtown area is treated as a shopping center, which bases trip generation data on a business' square footage. In response to Councilor O'Brien's inquiry, Mr. Rogers clarified that the American Dream reference is for the Monroe Street location, not the downtown restaurant.

Mr. Rogers said three options are presented for calculating the rate. Each takes the funding amount needed and allocates it prior to the trip generation calculation between the residential and commercial ratios. If this methodology is disregarded and only trip generation is used, the result would be close to the 25% residential, 75% commercial calculation. Mr. Rogers said when the methodology for the Transportation Maintenance Fee (TMF) was discussed, Council did not support using the trip generation rate. Instead, they directed staff to include the 75% residential, 25% commercial ratio to calculate the rate. Staff recommends treating any fees being assessed the same way as the TMF.

In response to Councilor O'Brien's inquiry, Mr. Rogers said the Circle K store shown in the handout is not the Monroe Street store. Staff included it in the spreadsheet to show the difference between a business in the shopping center category compared to a business with a high trip generation rate.

In response to Councilor Brauner's inquiry, Mr. Rogers said the trips data shown in Attachment B came directly from the TMF database.

In response to Councilor O'Brien's observation that Home Depot would not benefit from enhanced transit because customers who ride the bus would not purchase large items like lumber, Councilor Brauner noted that Home Depot would receive an offset to its property taxes.

Mr. Rogers said another option to consider is tying the level of transit funding to an annual gas price site index (Attachment D). The difference between the price of gas and a pre-established floor value could be allocated to expand transit. In response to Councilor O'Brien's inquiry, Mr. Rogers said an index for diesel could be used, but his intent was to use changes in prices as a revenue source for expansion, not necessarily as a tie to the cost of fuel for buses.

Mr. Rogers noted the fareless transit figure was calculated to cover existing property tax amounts in the transit system funding, along with fares. Another option is to consider rates that would only cover the property tax amount. This would be about \$1.52 for a single family residence, or 63% of what is currently proposed.

Mr. Rogers said staff requests direction about which fees, if any, should be pursued; methodology; fee escalation method, if any; the timing of fee implementation; whether to implement the fee through an ordinance or a vote; and whether there will be any exceptions by property type or customer class.

In response to Councilor O'Brien's inquiry, Mr. Rogers said he believes most of the cities surveyed collect fees through utility billing, but none reflect the use of fees for transit support. He added that over half of the transit systems in Oregon are run by transit districts and funding is typically generated through payroll taxes. The other systems are primarily property tax supported. Mr. Nelson noted that staff tried several times to extend regional transit payroll tax authority to municipal services, but it did not move forward in the legislature.

Councilor Brauner suggested considering each of the fees separately rather than as one initiative. Chair Hirsch agreed, but Councilor O'Brien said the fees came to the Committee as a package and he prefers making a single recommendation to Council. He did, however, indicate a willingness to discuss the merits of each initiative. Councilor O'Brien opined that if a referendum is made, it is not fair that voters should have to challenge five separate initiatives. Chair Hirsch disagreed, noting that the initiatives have varying degrees of public support and it makes sense to approach them separately.

Councilor Brauner said he supports considering them separately because the fees were generated from different places. He believes it is acceptable to show the potential impact to utility bills, but the recommendation does not have to be all or nothing. Councilor Brauner agreed that public testimony varied; he opined that all of the initiatives have value, but perhaps not all should be pursued at this time.

Energy Conservation Renewables: Councilor Brauner noted the Energy Conservation Renewables fee came directly from the Energy Strategy Committee, it raised many questions that have yet to be answered, and he believes it is not ready at this time. Councilor Brauner moved to recommend that Council table the Energy Conservation fee for one year or until the Corvallis Sustainability Coalition (CSC)

brings forward a recommendation and better clarification of how the funding would be used. In response to Councilor O'Brien's inquiry, Councilor Brauner said the initiative was brought forward by the Mayor and it came from the Sustainability Coalition's efforts through the Energy Strategy ad hoc group. He would like more clarification from them instead of putting the matter back on staff.

Councilor O'Brien said he is not clear why any of the initiatives are being attributed to the CSC plan. He noted the CSC wasn't consulted on any of the initiatives, no particular aspect of their plan was accepted by the Council, and it is not certain the CSC would have supported these particular initiatives. Councilor Brauner said he was tying the Energy initiative to the CSC because this particular one came from the plan and the Ad Hoc committee. He added that two of the three citizen members on the Ad Hoc committee were from the CSC.

Recognizing Councilor O'Brien's concern about tying the motion to an outside group, Councilor Brauner modified his original motion to recommend tabling the Energy Conservation Renewables fee for one year or less if the Council feels there is a better definition of how the money would be used and how the Energy Center would be set up. Councilor O'Brien made a friendly amendment to include concerns about the economy. Councilor Brauner agreed it is a factor, but it is not the reason he recommended tabling the initiative. Councilor O'Brien seconded Councilor Brauner's motion, reiterating the essence of the motion relates to the initiative not being adequately developed.

By a vote of two to one, with Chair Hirsch opposing, the Committee recommends Council table the Energy Conservation Renewables fee for one year or less if the Council feels there is a better definition of how the money would be used, specifically the purpose of the Community Energy Information Center.

Sidewalk Safety Program: Councilor Brauner opined the sidewalks initiative is about finding a more equitable way to fund repairs in the public right-of-way, similar to streets and curbs. Councilor Brauner moved to recommend that Council approve the proposed fee of \$0.80 per property for Sidewalk Safety Program for sidewalks along City-owned streets. He clarified that his motion ensures it is clear the fee would not pay for sidewalk repairs on the Oregon State University campus. Councilor O'Brien noted there is an existing and enforceable ordinance and he believes it is a bad time to adopt the sidewalk initiative due to the poor economy. He added there was public testimony at the Planning Commission that noted the difficulty to tying sidewalk repairs to sustainability. Chair Hirsch said it is unfortunate that all of the initiatives are grouped as elements of sustainability. While he believes each initiative is important, he thinks it is confusing to label all of them as such. Chair Hirsch seconded the motion.

By a vote of two to one, with Councilor O'Brien opposing, the Committee recommends Council adopt a fee of \$0.80 per month per property for the Sidewalk Safety Program for sidewalks along City-owned streets, effective February 1, 2011.

Transit Service: Councilor Brauner said the proposed Transit fee would eliminate funding through property taxes, group pass fees, and fare boxes and instead allocate costs based on trip generation, similar to the Transportation Maintenance Fee. He noted it would be a trade off for the many large employers who already support Transit through group passes. He added the fee should be structured to handle increased ridership that will likely come when gas prices rise. Councilor Brauner proposes establishing a base fee that is tied to the average price of gas with a floor on the amount. Additional revenue generated when gas prices go up could be used to expand services, such as increased route frequency. He supports a Transit fee that has no property tax subsidy and no fare for riders.

Councilor O'Brien observed there is no evidence that such changes will increase ridership and he supports riders paying a fare. In response to Councilor O'Brien's inquiry, Councilor Brauner said the \$250,000 amount discussed at Budget Commission reflected a one-time reduction in the Transit budget. Mr. Nelson said to get back to meeting federal match requirements, the blended average amount needed is estimated at \$450,000 per year.

In response to Councilor O'Brien's inquiry, Councilor Brauner agreed the change would somewhat shift who pays for Transit. He noted property taxes are based on property values and there are many properties such as schools and hospitals that are exempt, but generate a high number of trips. Shifting to a trip generation basis is more congruent with usage and parallels the TMF methodology. The City does not have the option to collect the revenue through payroll taxes. Mr. Nelson added that expanding the payer base catches those who enjoy the service, but do not pay property taxes; this is becoming more common in other Oregon cities. The action also mitigates further reductions to transit, as well as other property tax supported services.

Councilor Brauner moved to recommend that Council adopt a Transit fee based on the Transportation Maintenance Fee allocation system in the amount of a base fee of \$2.75 or the price of gasoline from the previous annual indexed price per gallon of gasoline, whichever is higher, and that the fee be used to replace group pass programs, fare boxes, and property tax subsidies for the transit system effective February 1, 2011. Councilor Brauner said he chose the February date to coincide with utility rate adjustment timing. It also starts the fee in the middle of the next budget year, which already reflects proposed reductions so a full subsidy would not be needed. Chair Hirsch seconded the motion.

In response to Mr. Rogers' request for clarification, Councilor Brauner said his motion reflects the \$2.75 per single family residence base rate. He further clarified that his motion combines the fareless and expanded transit elements.

In response to Councilor O'Brien's inquiry, Mr. Rogers said the fee would cover the cost regardless of Oregon State University's (OSU) participation. OSU still may be

inclined to continue offering a negotiated contribution because expansion of the transit system is important to the University.

Councilor O'Brien said he supports Transit, but not fareless transit. He emphasized that implementing the fee is not a long term solution and it will not reduce property taxes. Instead, it will increase overall costs for residents. Chair Hirsch noted there is no good time to implement fees and it does provide relief to the General Fund.

By a vote of two to one, with Councilor O'Brien opposing, the Committee recommends Council adopt a Transit fee, based on the Transportation Maintenance Fee allocation methodology, in the monthly base fee amount of \$2.75 or the previous indexed annual price per gallon of gasoline, whichever is higher, and use the fee to replace the group pass program, fares, and property tax subsidies for the transit system effective February 1, 2011.

Urban Forestry: Councilor Brauner thanked the Commission on Civic Beautification and Urban Forestry (CBUF) and the Parks, Recreation, and Natural Areas Board (PNARB) for their work. While he thinks the initiative is worthy, he accepts CBUF's and PNARB's recommendations to table it at this time. Councilor O'Brien seconded. Chair Hirsch opined that of the five initiatives, urban forestry most closely relates to sustainability and he expressed support for adopting the fee.

By a vote of two to one, with Chair Hirsch opposing, the Committee recommends Council table the Urban Forestry initiative until Council wishes to pursue it based upon a recommendation from the Commission on Civic Beautification and Urban Forestry and the Parks, Recreation, and Natural Areas Board.

Alternative Modes: Councilor Brauner said his logic from the Transit discussion applies to Alternative Modes. He opined it is a minimal fee to reduce demand on City streets.

In response to Councilor Brauner's inquiry, Mr. Rogers said the \$0.50 fee mentioned in the original staff report was preliminary; the \$0.45 fee presented at today's meeting is correct.

Councilor Brauner moved to adopt an Alternative Modes fee at the base level of \$0.45 using the same allocation methodology as the Transportation Maintenance Fee, effective February 1, 2011. Chair Hirsch seconded.

Councilor O'Brien said he does not believe the Alternative Modes initiative is more valuable than Urban Forestry. He opined there are no specific projects named in the proposal and based on previous economic concerns, he does not support the initiative.

Councilor Brauner said there are worthy projects and he believes the fee is minimal. He said he personally believes the Alternative Modes and Urban Forestry initiatives

have equal value, but he accepted the CBUF and PNARB's position to not support the Urban Forestry fee at this time. Chair Hirsch expressed support for the Alternative Modes proposal.

Mr. Rogers agreed there are several unfunded projects in the CIP that could be accomplished using revenues from this fee, including a pedestrian crossing at Walnut Boulevard.

By a vote of two to one, with Chair O'Brien opposing, the Committee recommends Council adopt the \$0.45 Alternative Modes fee effective February 1, 2011.

Councilor O'Brien said each of the initiatives have merit on their own and he wishes Corvallis could afford all of them, but he thinks adopting the fees will damage the Council's credibility and make it difficult to get project support in the future.

Councilor Brauner opined the community does value and support the initiatives. He said he was elected to do what he believes is best for the City's future and these types of amenities are what makes Corvallis unique.

Chair Hirsch noted Councilor Brauner's comment from the previous meeting regarding the City fund that is available to assist those who cannot afford the fees. The fund receives money from voluntary donations, not property taxes.

In response to Mr. Nelson's inquiry, the Committee agreed Council should set a review cycle. Committee members discussed the merits of Council action versus referring the matter to voters, as well as separate versus one ordinance. The issues of review period and ordinance(s) or vote(s) will be discussed by Council based upon Council direction on the initiatives.

City Manager Nelson noted that the proposed sustainability fees were not driven by staff; Council specifically directed development of the proposals.

[Councilor Raymond's May 5 email to the Administrative Services Committee is included as Attachment F.]

III. Other Business

The meeting adjourned at 5:22 pm.

The next regular Administrative Services Committee meeting is scheduled for 3:30 pm, Wednesday, May 19, 2010 in the Madison Avenue Meeting Room.

Respectfully submitted,
Joel Hirsch, Chair

Memorandum

Date: April 28, 2010

To: Administrative Services Committee
Council Members of the Economic Development Allocations Subcommittee

From: Ken Gibb, Community Development Director 

Re: FY 10-11 Requests for Economic Development Funding

Enclosed are the proposals received by the City of Corvallis from organizations interested in receiving economic development funding for FY 10-11. Funds for this activity are derived from the Transient Room Tax (TRT). The following calculations were made to arrive at the amount of economic development funds available for non-dedicated funding, and are in conformance with the Council Policy.

2009 TRT Collected	\$1,028,084
In accordance with Council Policy, 55% of TRT can be allocated for economic development activities	
FY 2010-11 Corvallis Tourism's Dedicated Funding (30% of the TRT)	\$308,425
FY 2010-11 Non-Dedicated Funds Available for Festivals & Events (4% of the TRT)	\$41,123
FY 2010-11 Non-Dedicated Funds Available for Other Economic Development (19% of TRT)	\$195,336
FY 2010-11 Non-Dedicated Funds Available to the City (2%) to develop metrics and evaluation tools	\$20,562

A listing of funding requests received is enclosed. The total amount requested is \$451,000. The total amount of non-dedicated funds available for distribution to organizations is \$236,459. The amount requested exceeds the amount available by \$214,541.

Also enclosed is an agenda outlining the presentation schedule. The scheduling allows for a 10 minute presentation with a 5 minute follow-up question/answer period. Each request will be presented to the Economic Development Allocations Subcommittee on Monday, May 10th with Subcommittee deliberations on Thursday, May 13th. The meetings will be held in the Madison Avenue Meeting Room.

Opening remarks for the meeting on May 10th are set for 5:30 pm. However, if possible, we would appreciate you arriving between 5:00 and 5:30 as we will be serving dinner, and the extra time will give both Council and citizen members a few minutes to eat and discuss the process prior to opening remarks. Citizen members appointed by the Mayor are Tammy Jacquith, Rich Schroff, and Brian Weldon.

Deliberations on May 13th will begin at 4:30 pm, but please come a few minutes early to allow staff to enter your individual allocations to enable discussion.

Corvallis Tourism is not requesting any of the non-dedicated funds this year and will again report, in the interests of time, through other means. However, we do want you to get a sense of how 30% of the TRT funds are used by Corvallis Tourism. The last tab of the binder is labeled "Corvallis Tourism Draft Marketing Plan" which contains their draft marketing plan, and a copy of their draft budget for 2010-11.

Provided in the binder are the following:

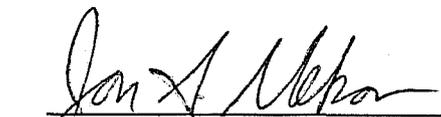
- ▶ **An agenda** with the schedule for organization presentations.
- ▶ **Tabulation table** listing FY 10-11 requests, with the recommended allocation column left blank to be filled in by each Subcommittee member. The tabulation table is very useful in the process when each member determines how the dollars should be allocated and brings the completed form with them on the evening of the 13th when deliberations take place. In previous years the Subcommittee found that by each member having this form completed with an amount for each organization at the beginning of deliberations, the task of negotiating a final consensus allocation recommendation worked well.
- ▶ **Council Policy 96-6.03 - Economic Development Policies.**
- ▶ **Council Goals** for this council term are included for your information. Organizations are not required to address Council goals in their presentation.
- ▶ **Three-year funding history** spreadsheet showing this year's requests along with the previous three years' allocations is included for your information and reference.
- ▶ **Optional evaluation survey** (tan) to be completed and returned. The survey questions address the process generally as feedback to Staff on this year's process as well as helpful information to organizations. Organizations also receive an evaluation sheet for feedback to Staff.
- ▶ **A copy of the RFP** sent to organizations is included as information.
- ▶ **Staff review** of submittal is found at the front of each organization's section and provides a quick analysis of each request. This evaluation is intended to be only a review of application format and completeness, not of content or of the merits of the request.
- ▶ **Finance Office review** is included for each organization, following the Community Development staff review memo. Each organization has been provided a copy of both the staff and Finance Office reviews.

Review and Concur:



Nancy Brewer
Finance Director

Review and Concur:



Jon S. Nelson
City Manager

**FY 10-11 Economic Development Allocations
Notices of Intent Filed - Revised 4/10**

Organization	FY 10-11 Request	FY 09-10 Requested	FY09-10 Approved
* Corvallis Tourism (Convention & Visitors Bureau) Dedicated Funding	308,425		
** Business Enterprise Center, Inc.	**	**	50,000
BEC Economic Development	73,000	86,000	50,000
BEC Pilot Economic Garden Project	28,000	-	-
** Corvallis-Benton Chamber Coalition (Traded Sector)	**	**	**
Economic Development	100,000	100,000	73,000
Economic Development Marketing	46,500	-	-
Corvallis Fall Festival	10,000	10,000	8,038
Corvallis Knights	30,000	0	0
daVinci Days	20,000	20,000	16,658
** Downtown Corvallis Association (DCA)	**	**	**
DCA (Downtown Economic Development)	73,500	57,775	36,500
DCA (Red, White & Blue Riverfront Festival)	17,000	16,225	12,691
Oregon Natural Step Network: Corvallis Chapter	10,000	10,000	7,500
Willamette Neighborhood Housing Services (Housing)	33,000	45,000	33,000
Willamette Neighborhood Housing Services (MicroBusiness)	10,000	10,000	8,580
Total Non-Dedicated Allocation Amount Requested/Approved	\$ 451,000	\$ 355,000	\$295,967

Transient Room Taxes (TRT) collected in calendar year 2009 **1,028,084**

*** Council Policy percentage for Economic Development 55%

Total amount available for Economic Development 565,446

Less Corvallis Tourism Dedicated Funds (30% of total TRT collected) (308,425)

Non-Dedicated Economic Development Allocation (25% of TRT) 257,021

 Allocated to City (2% of TRT) 20,562

Total Non-Dedicated Allocation (23%) available to Organizations 236,459

 Festivals & Events Allocation (4% of TRT) 41,123

 Other Economic Development Allocation (19% of TRT) 195,336

Total Amount Requested 451,000

Difference between available funding and requests (214,541)

Difference in available funds from last year:

Corvallis Tourism funding **will decrease** \$39,205 from last year - from \$347,630 to \$308,425.

Non-Dedicated funding to Festivals & Events **will decrease** \$5,227 from last year -
from \$46,350 to \$41,123

Non-Dedicated funding to other Economic Development **will decrease** \$13,244 from last year -
from \$208,580 to \$195,336

* Corvallis Tourism receives dedicated funding of 30% of total collected Transient Room Taxes.

** BEC, CBCC and DCA's FY 10-11 submittals include two applications.
DCA's includes 1 Economic Development and 1 for the Red, White & Blue Riverfront Festival.

*** Council Policy 96-6.03 was revised on 12-21-2009 to increase the percentage of TRT from 52% to 55% to be allocated for Economic Development, of which 30% is dedicated to Corvallis Tourism, 4% to be allocated to Festivals & Events and 19% allocated to other economic development. 2% to be allocated to the City for the development of metrics, standard evaluation tools, and review of contracts for use by the City Council to assess the efficacy of programs.

**City of Corvallis
Administrative Services Committee**

**Economic Development Allocation Subcommittee
FY 10-11 Funding
AGENDA**

**May 10, 2010
Madison Avenue Meeting Room**

- A. Opening Remarks 5:30 - 5:35 pm
- B. Agency Presentations and Questions/Responses:

Corvallis Fall Festival	5:35 - 5:50 pm
Corvallis Knights	5:50 - 6:05 pm
daVinci Days	6:05 - 6:20 pm
DCA – Red, White & Blue Riverfront Festival	6:20 - 6:35 pm
Downtown Corvallis Association	6:35 - 6:50 pm
Oregon Natural Step Network, Corvallis Chapter	6:50 - 7:05 pm
Corvallis-Benton Chamber Coalition	7:05 - 7:20 pm
BREAK	7:20 - 7:30 pm
Corvallis-Benton Chamber Coalition – Marketing Supplement	7:30 - 7:45 pm
Willamette Neighborhood Housing Services - Housing	7:45 - 8:00 pm
Willamette Neighborhood Housing Services - MicroBusiness	8:00 - 8:15 pm
Business Enterprise Center	8:15 - 8:30 pm
Business Enterprise Center – Pilot Economic Gardening	8:30 - 8:45 pm

- C. Subcommittee Requests

**AGENDA
May 13, 2010**

- D. Deliberations 4:30 - Adjournment

MEMORANDUM

April 26, 2010

To: Administrative Services Committee

From: Steve Rogers, Public Works Department Director *SR*
Karen Emery, Parks and Recreation Department Director *KE*

Subject: Sustainability Initiatives Funding

Issue:

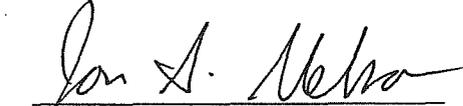
The City Council is considering a proposal for new funding sources for five sustainability initiatives.

Discussion:

To aid the Committee in its deliberations, the following material is attached:

1. The staff report for the April 21st ASC meeting (Report only, no attachments. Please bring your copy of the attachments with you.)
2. Minutes of the April 21st ASC meeting
3. Information about what other comparator cities fund through their utility/city services bills

Review and concur,



Jon S. Nelson, City Manager

1

MEMORANDUM

March 31, 2010

To: Administrative Services Committee
From: Steve Rogers, Public Works Department Director
Karen Emery, Parks and Recreation Department Director
Subject: Sustainability Initiatives Funding

Issue:

The City Council is considering a proposal for new funding sources for five sustainability initiatives. In the public outreach process for this project, the April 21st Administrative Services Committee (ASC) meeting was designated for public input.

Background:

The five initiatives are:

- Free/expanded transit service
- City maintains the sidewalks
- City maintains the public trees
- Projects to increase bicyclist and pedestrian safety
- Projects to reduce energy or increase use of renewable resources

Details for each initiative are contained in the attached briefing paper (Attachment A).

Community outreach efforts included presentations to six advisory commissions, an insert in the April issue of 'the City', web postings, a web-based survey, an article in the Gazette-Times, public and government access channel bulletin board messages, and flyers in transit buses and at Parks and Recreation, Library, City Hall and Public Works. In addition, a dedicated email address was created-SIF@ci.corvallis.or.us.

All communications emphasized that direct public input may be made to the Administrative Services Committee during the April 21, 2010 meeting.

Discussion:

A compilation of the input received by April 6, 2010 is attached (Attachments B - F). Input received after April 6th, but before April 21st, will be provided at the ASC meeting.

The results of the online survey are:

Table with 6 columns: Initiative, Transit (#, %), Sidewalks (#, %), Trees (#, %), Alt Modes (#, %), Energy (#, %). Rows include 'Support the initiative and the fee', 'Support the initiative but not the fee', 'Not sure whether I support the initiative', 'Do not support the initiative', and 'Total responses'.

A summary of the comments about the initiatives received from the dedicated email account and the online survey are shown broken into broad categories in the table below.

	From SIF@ci.corvallis.or.us		From online survey	
	# of responses	% of total	# of responses	% of total
Support all the initiatives	4	10.8%	13	17.1%
Support one or more of the initiatives	8	21.6%	34	44.7%
Support the initiatives, but it's the wrong time	2	5.4%	2	2.6%
Make the users or people affected (for sidewalks/trees) pay	6	16.2%	7	9.2%
Send the question to a vote	2	5.4%	2	2.6%
Want more data	2	5.4%	0	0.0%
Do not support one or more of the initiatives	13	35.1%	18	23.7%
Total Responses	37		76	

Next Steps:

Committee deliberation and resulting recommendations are planned for the May 5, 2010 meeting. Should the need arise, additional meetings will be scheduled to complete the deliberation work.

In preparation for the Committee’s deliberations, staff has developed a table showing examples of the monthly costs for various property types (Attachment G) attributable to each initiative. For the transit and alternative transportation initiatives, program costs are proposed to be allocated to each occupied property in the city based on trip generation, in the same manner as the Transportation Maintenance Fee. For the sidewalk, public trees and energy initiatives, program costs are proposed to be allocated to each property equally, with the exception of Oregon State University property, which are proposed to be excluded from the allocation because OSU has their own separate program in each of these areas.

If the Committee recommends to implement any of the fees, staff would need additional direction in the areas outlined in the following list. The May 5th staff report will include options for these items for the Committee’s consideration.

- a. The methodology for setting the fee.
- b. If a fee-escalation mechanism is desired and, if so, what the mechanism would be.
- c. When the fee should be implemented.
- d. If the fees and programs are to be reviewed in a specific time period.
- e. Whether the fee should be implemented through an ordinance or a vote.
- f. Whether there should be any exceptions based on the type of property or the income level of the property owner.

If multiple fees are implemented, direction would also be needed on whether to do that with a single ordinance or multiple ordinances.

Any additional information needed by the Committee to assist in their review of these items should be requested at the April 21st meeting to provide staff enough time to respond by the May 5th meeting.

Review and concur,

Jon S. Nelson, City Manager

Attachment A - Briefing Paper

Attachment B - Input from Web-based Survey

Attachment C - Input from Advisory Commissions

Attachment D - Input from SIF Email Account

Attachment E - Input from *Gazette-Times* Letters to the Editor and Editorial

Attachment F - Input from Telephone Contacts or US Mail

Attachment G - Initiative Fee Examples

#2

**ADMINISTRATIVE SERVICES COMMITTEE
MINUTES
APRIL 21, 2010**

Present

Councilor Hal Brauner, Chair
Councilor Mark O'Brien,
Councilor Joel Hirsch, Absent (excused)

Staff

Jon Nelson, City Manager
Steve Rogers, Public Works Director
Mary Steckel, Public Works Admin Div'n Mgr
Karen Emery, Parks and Recreation Director
Becky Merja, Urban Forester
Carla Holzworth, City Manager's Office

Visitors

Helen Ellis, Chair, Commission on Civic Beautification/Urban Forestry	Jonathan Hayes, Corvallis resident
Amanda Dalton, Government Affairs, Willamette Association of Realtors	Jeff D. Limon, Corvallis resident
Brad Upton, Chair, Bicycle and Pedestrian Advisory Commission	Jeanne Riha, Corvallis resident
John Detweiler, Corvallis resident	Rod Napier, Corvallis resident
Susan Hayes, Corvallis resident	Rocky Murray, Corvallis resident
Susan Hyne, Corvallis resident	David Eckert, Corvallis resident
Sue Napier, Corvallis resident	Barbara Ross, Corvallis resident
Ted Langton, Sr., Corvallis resident	David Mandel, Corvallis resident
Marge Stevens, Corvallis resident	
George Hutchinson, Corvallis resident	
Steve Winokur, Corvallis resident	
Betty Griffiths, Corvallis resident	

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Sustainability Initiative Fees (public input)	*		
II. Other Business	*		

Chair Brauner called the meeting to order at 3:30 p.m.

CONTENT OF DISCUSSION

I. Sustainability Initiative Fees Public Input (Attachment)

Ms. Steckel distributed additional input from the Web-based survey (Attachments B-1 through F-1).

Mr. Rogers said the five initiatives are contained in the City Council's Energy Strategy Next Steps and originated from areas such as the Urban Forestry Plan, the Transit Master Plan, a staff proposal to Council regarding sidewalks, and the Community Sustainability Action Plan. An extensive public outreach process was conducted, including a City newsletter insert, information on the City's Web site, an online survey, a separate e-mail account to collect citizen feedback, and an article in the Gazette-Times. In addition, six advisory boards and commissions have provided input; their comments are included in the meeting packet. Mr. Rogers asked that requests for

more information or direction to staff come forward within the next week so staff can prepare for the next Administrative Services Committee meeting.

Helen Ellis (OPPOSES ALL AT THIS TIME), Chair of the Commission on Civic Beautification and Urban Forestry (CBUF), said CBUF was initially in favor of the sustainability initiatives, but they have since rescinded support. CBUF members believe the initiatives are worthy and should be accomplished eventually, but not at this time due to the City's financial situation.

John Detweiler (OPPOSES ALL) said he previously provided input. He asked the Committee to postpone a decision until there is a better sense of what Corvallis residents want instead of basing decisions on the desires of a self-selected group. He said his suggestion to ask related questions in the last Citizen Survey should have been followed. Mr. Detweiler opined that more bus service is not needed and the sidewalk repair and tree maintenance programs, as well as bicycle facilities, are fine as they are. He believes alternative energy projects will become economically feasible when the time is right and funding is already available at the federal level.

Jonathan Hayes (OPPOSES ALL) said he is concerned about the sustainability of government and he believes the proposals are a step in the wrong direction. Mr. Hayes opined the \$5.60 monthly fee will not be enough and it will increase over time.

Susan Hayes (OPPOSES ALL) said those who ride the bus should pay the cost. She said the lack of convenience, not cost, is why people do not use transit. She believes homeowners should continue to be responsible for tree and sidewalk maintenance.

Jeff Limon (OPPOSES ALL) said the City should focus on its core functions and he does not believe the initiatives fall within that area. Referring to the Economic Development White Paper that was published in the April 15 Council meeting packet, he said Council should not support initiatives that will not bring economic stability to Corvallis.

Susan Hyne (SUPPORTS TRANSIT) said she supports the transit service fee. She is a frequent bus rider and participates in the group bus pass program. Ms. Hyne said she is car-free by choice. She noted that a Google transit project is coming soon to assist with planning trips via bus. She serves on the Citizens Advisory Commission on Transit and she wants stable, long-term transit funding. Ms. Hyne offered to volunteer for future transit projects.

Jeanne Riha (SUPPORTS TREES & SIDEWALKS; AGAINST BUS, BIKE, ENERGY) noted that she sent a letter to the City expressing her views. She said consistent tree and sidewalk maintenance makes sense. However, she opined bike boulevards will likely create more problems than they solve by diverting traffic to other streets. Regarding the energy conservation proposal, Ms. Riha said there is no tradition of taxing citizens to raise money for private businesses. Citizens could not choose which startups they support and they would not receive any stock in such companies. She does not want utility fees raised, as many are struggling to pay as it is. Ms. Riha noted that Energy Trust already provides services to assist with alternative energy projects and she submitted a letter from the Corvallis Environmental Center (Attachment 1)

regarding the Energize Corvallis program. She opined the cost of operating buses will increase over time due to rising maintenance and fuel costs.

Amanda Dalton (OPPOSES ALL) read from a prepared statement (Attachment 2).

Sue Napier (OPPOSES ALL) read from a prepared statement (Attachment 3). Ms. Napier added that her elderly neighbor asked her to relay her opposition to the initiatives. She is on social security and is struggling as it is.

Brad Upton (SUPPORTS ALL) said he is representing the Bicycle and Pedestrian Advisory Commission (BPAC). Mr. Upton said BPAC supports all five initiatives; he ranked them in priority order as bike and pedestrian safety, sidewalk safety, free transit, urban forestry, expanded transit service, and energy. He added that BPAC's understanding is the bike initiative encompasses more than just bike boulevards.

Rod Napier (OPPOSES ALL) said he is concerned with how much government intervention he can sustain. His income stays the same, but fees and taxes keep increasing. Mr. Napier said the initiatives being proposed are privileges, not rights and he agrees with others who have said they are not needed.

Ted Langton, Sr. (OPPOSES ALL) said in the 1970s he served on Lane Transit District board for six years, three as president. In his experience, ridership will increase if bus rides are free. He noted that transit is already supported with tax money. Mr. Langton, Sr. said the initiatives are not critical, especially at this time. He agreed that the fee is small now, but it will increase over time. He said the City should instead focus on bringing jobs to Corvallis instead.

Rocky Murray (OPPOSES ALL) thanked the Council for bringing the initiatives forward for public consideration. Mr. Murray said the Route 6 bus that goes in front of his house is rarely full. He asked if a survey has been completed or planned to determine what free ridership would do over a short period of time and he would like to know the results. He would also like to know the goal for the percentage of people who would use the bus instead of a car. Mr. Murray said he cannot afford the fees, especially if the remaining 295 items in the Sustainability Coalition's Action Plan are added. Mr. Murray said he thinks the timing of the fees is bad and he supports switching to electric buses.

Marge Stevens (SUPPORTS ALL) read from a prepared statement (Attachment 4).

David Eckert (SUPPORTS ALL) said he recognizes this seems like a bad time to add fees, but he believes things will get better and the City should look to the future. In response to his comment about fee exemptions, Chair Brauner noted the City has a fund to assist low income residents with utility expenses. Mr. Eckert agrees there is value in looking at each fee individually, but he does not have a priority ranking.

George Hutchinson (SUPPORTS ALL) said those present at a recent Pacific Green Party of Corvallis meeting agreed the initiatives are worthy of support. They may need some adjustment, but they are excellent ideas. Mr. Hutchinson supports the \$5.60 fee and he is in favor of getting more people out of their cars. He emphasized that

everyone benefits from sidewalks, so everyone should share the expense. He personally does not ride the bus because the wait time is too long. Instead, he walks or rides his bike.

Barbara Ross (OPPOSES ALL AT THIS TIME) thanked Council and staff for their work on the project. While she supports sustainability and would personally be okay with paying the fee, she opposes implementing it now. Ms. Ross said she does not believe new services should be added at a time when budgets for Police, Fire, Library, and Parks and Recreation are being cut. She asked the Council to think strategically and she opined that if the fee is adopted, citizens would force an initiative on the ballot. Ms. Ross said she believes the fee would be voted down and the result would be an overall set back to sustainability.

Steve Winokur said he believes the City should run smaller buses that use clean fuels such as propane or natural gas. He noted the availability of HHO or "Brown's gas," which augments hydrogen in vehicles; the retrofit technology increases mileage and lowers emissions. Mr. Winoker said solar cells are coming on the market from Japan that far exceed current efficiencies. He said he supports individual actions for sustainability, but he did not say specifically if he opposes or supports the fees.

David Mandel (OPPOSES ALL) thanked Council and staff for their work. He said he believes the initiatives are worthy, but there are many other worthy projects in the City. He is concerned about the procedure used to fund the initiatives. Mr. Mandel opined the City is attempting to use fee money in a tax-like manner, but the fees would not be tax deductible.

Betty Griffiths (OPPOSES ALL) read from a prepared statement (Attachment 5).

Bob Baird (NEUTRAL) expressed concern with how the City makes decisions about such initiatives. Sometimes they are reviewed by a large group of stakeholders or a small subcommittee, but the real problem in his opinion is that they are comprised of supporters, and the opposing view is not represented. Mr. Baird said he hopes the matter will go to a vote as one lump sum fee, not five. He would like to see a new process that involves other views from the start.

Chair Brauner said the Committee will deliberate on the matter at the May 5, 2010 meeting.

The meeting adjourned at 4:52 pm.

II. Other Business

The next regular Administrative Services Committee meeting is scheduled for 3:30 pm, Wednesday, May 5, 2010 in the Madison Avenue Meeting Room.

Respectfully submitted,

Hal Brauner, Chair

Sustainability Initiatives Funding
Supplemental Information
April 2010

Additional Fees on Other Oregon Communities' Utility Bills

Community	Fee Used For:
Ashland	Street maintenance, cleaning and striping; traffic calming installation; traffic signs and signal installation; sidewalk maintenance; street lighting; and bicycle facilities installation
Bay City	Street maintenance
Eagle Point	Street maintenance
Grants Pass	Street maintenance and other transportation related facilities (<i>unspecified</i>) within City-owned land, rights-of-way and easements
Hillsboro	Street, sidewalk and bicycle path maintenance
Hubbard	Street maintenance and other transportation related facilities (<i>unspecified</i>) within the rights-of-way
Jacksonville	Police and fire services
Lake Oswego	Street, alley, curb and gutter, bridge, sidewalk and path maintenance, including improvements and installations designated for use by motor vehicles, pedestrians, bicycles or other vehicle use.
Medford	Street and related facilities (<i>unspecified</i>) maintenance
	Street lighting
	Parks, right of way areas, and facilities operation, maintenance and beautification
	Police and fire services
Milwaukie	Street maintenance
North Plains	Street maintenance
Philomath	Street maintenance
Phoenix	Street maintenance, street sweeping, sidewalk repair and installation, curb and gutter installation, storm drain cleaning and installation, street striping, traffic control signs and signal installation and repair, and bicycle and pedestrian facility maintenance
Talent	Street maintenance, street sweeping, sidewalk repair and installation, curb and gutter installation street striping, traffic control signs and signal installation and repair, bicycle and pedestrian facility maintenance, and transit facilities and operation
	Parks maintenance and operations
Tigard	Street maintenance
Tualatin	Street maintenance and construction
Wilsonville	Street maintenance

**SIF Email Feedback
After April 21, 2010**

Attachment A

From: weimerp1
Sent: Wednesday, April 21, 2010 2:30 PM
To: SIF
Subject: sustainability fee

To Whom It May Concern,

I am writing to adamantly oppose the proposed monthly tax (not fee) of \$5.60 per household to pay for unnecessary sustainability projects. In this time of economic unrest is unfair and unreasonable to expect residents to pay additional taxes to fund low-priority projects such as sustainability. I strongly suggest that all sustainability projects be put on hold for now.

Sincerely,
Linda Weimer

From: Nancy Mandel
Sent: Wednesday, April 21, 2010 3:29 PM
To: SIF
Subject: Sustainability fees

The sustainability fee being considered by the city is not a fee, but rather a tax. Users pay fees for services they personally receive. For example we pay fees for our drivers licenses, bridge tolls, park entrances, and water and sewer usage. We pay taxes to support government services that benefit the common good, even if we don't directly benefit from those services. For example we pay taxes for schools, roads, and Medicare. A charge to support bus service, bicycle facilities, etc that targets everybody and not just users is therefore a tax. It should go before the voters for approval.

Nancy Mandel

From: William Corcoran
Sent: Wednesday, April 21, 2010 6:23 PM
To: SIF
Subject: \$ 5.60 monthly tax

NO>>>>NO>>>>NO.....NO !!!!! Forget this tax . We need no more taxes at this time!!!!

William and Jane Corcoran

From: glen
Sent: Wednesday, April 21, 2010 8:45 PM
To: SIF
Subject: green tax

Please put the \$5.60 per month on the back burner. We do not need another tax at this time and most people in Corvallis do not know about the tax .we should tell everyone about the bill first and then put it to a vote!

Glen Jones

From: Andy and Bev Caron
Sent: Wednesday, April 21, 2010 8:45 PM
To: SIF
Subject: Sustainability fees

I would like to voice my objection to the proposed \$5.60 monthly per household "sustainability fee" which has been proposed.

1. This fee is unnecessary, it has always been owner responsibility to maintain the sidewalks, they may be your right of way but they are a part of our property and as such, a part of our responsibility. I have **not** asked you to relieve me of this responsibility nor do I wish you to do so! I am most certainly not interested in subsidizing other persons rides on public transit though I can certainly see why you might want this.....most of the busses I see around the city are either empty or serving serving an extremely small number of people from the community. I seriously doubt that riding free would increase those numbers in any great measure.

2. If you have problems collecting from some property owners when they shirk their responsibilities, I suggest you take care of it in the same way you get unruly overgrown vacant lots cared for.....**do it yourself** and bill the responsible (or in this case the irresponsible) party. Is it possible to attach the billing to the property taxes? If not, it should be. Barring that solution, place a lien on the property as all debtors do if payment is not made.

3. Some years ago, a fee was placed on our water bills for the repair of Walnut Blvd from Highland Way to Kings Blvd. That job has long been over but I am unaware that the fee has been rescinded. I suppose you might have thought we had forgotten about it, trust me, most people do not forget taxes, whether you **call** them fees or anything else. If you do not intend to remove this fee from our water bills, perhaps you might consider converting it to the "sustainability" purpose. I suspect that the more of these niggling little fees we do not protest, the more of them we shall see in the future!

I do appreciate having a place to email my objections, though I have little hope that anything I have written here will be taken seriously. Please be mindful that in times of economic hardship private citizens expect that they will have to readjust priorities and cut all unnecessary expenditures. Frankly, I expect no less of the people who are entrusted with the use of my property tax monies. We do not have the luxury of a 3% increase in our income annually. Many of us seldom have any increase in our income which we already stretch to the breaking point!

Beverly Caron (homeowner)

From: Francis, Connie
Sent: Thursday, April 22, 2010 7:05 AM
To: SIF
Subject: NO sustainability tax!

Put the sustainability tax of \$5.60 per month on the back burner. We do not need another tax at this time.

Connie Francis

From: David Butcher]
Sent: Thursday, April 29, 2010 1:52 PM
To: SIF
Subject: Sustainability tax - NO

With the current economic climate and uncertainty of what the federal government may be taxing all citizens in the near future, please reconsider placing another burden on the citizens of Corvallis.

In tough times, reducing expenditures is what is expected of the average household. The nation is in a huge debt because many have the attitude of wanting more than they can afford. I believe the public entities live by that same mentality. The City of Corvallis should also have to bite the bullet and reduce their expenditures. We can't always have what we want in life and the City of Corvallis needs to rethink the sustainability tax.

Dave and Sandy Butcher

**Sustainability Initiatives Funding
Public Comment
After April 21, 2010**

Summarized from phone call

Thursday, April 22nd

Mary Youmans felt that not enough people who were in favor of the fees went to the April 21st ASC meeting. She thinks it is 'a wonderful buy for City of Corvallis citizens' and is very much in favor of all five initiatives. She believes that people who support the fees didn't go to the meeting because they assumed the Council supported them as well.

Opinion

Monday, April 26, 2010
Corvallis Gazette-Times, Corvallis, Ore.

A9

Send letters to the editor:

By mail to the Corvallis Gazette-Times,
600 S.W. Jefferson Ave., Corvallis OR 97333
By e-mail to opinion@gtconnect.com
By fax to 758-9505

www.gazettetimes.com

Publisher: Mike McNally, 758-9502 City editor: Theresa Novak, 758-9527

One-at-a-time fees might be more sustainable

Order things have happened as proposals have rolled down the corridors of Corvallis city government, but it would seem to be a pretty safe bet that the proposal to assess sustainability fees is down for the count, at least for the short term.

The proposal would assess a monthly fee of up to \$5.60 per household to help pay for five separate city programs, all lumped together loosely under the “sustainability” banner.

An early sign of trouble came last week, when the Corvallis Sustainability Coalition issued a statement clarifying that it was taking no official position on the proposal. Then, at a hearing before a City Council committee, further trouble erupted — symbolized, perhaps, by the

EDITORIAL

fact that Betty Griffiths and John Detweiler both agreed that this wasn't the right time for the fees.

We have respect for both Griffiths and Detweiler, two citizens with long-running interest in Corvallis public affairs, but it's pretty rare to see both of them on the same side of an issue. Any issue.

We pass no judgment in this space on the merits of the individual proposals. But we think the way they were presented, as a bundled package, worked against them. And, of course, the timing — with city number crunchers working to trim more than \$2 million out of the budget for the next fiscal year — could-

n't have been much worse.

In retrospect, it likely would have been better to break out the proposals and pitch each of them separately.

It would have been interesting, for example, to have a broader discussion about the reasoning behind additional fees to help underwrite the city's bus system. Would subsidizing fares so that everyone could ride for free make a big impact in ridership? (We're not convinced of that, by the way.) What about expanding the service? How would those additional investments pencil out?

If the proposals had been split apart like that to rise or fall on their own merits, we suspect that some of them might not have been pitched in the first place: We're still not sure, for example, what

we would have been buying with the 80-cents-per-household fee for energy reduction and renewable-energy projects.

The City Council's Administrative Services Committee, which heard the testimony on the proposals last week, will meet on May 5 to decide what to recommend to the full council. By that time, of course, attention will be focused on the proposed city budget, which is due around the first of the month. Our guess is that any further discussion about the sustainability fees likely will be shelved.

Which is not to say that they should stay shelved forever. But when they do get pulled off the shelf, it might be best to take them down one at a time.

OTHER VIEWS

Fill seats on oversight board

New bio doesn't expose inner Oprah Winfrey

Kitty Kelley's unauthorized biography of Oprah Winfrey, in which the author



Send letters to the editor:

By mail to the Corvallis Gazette-Times,
600 S.W. Jefferson Ave., Corvallis OR 97333
By e-mail to opinion@gtconnect.com
By fax to 541-758-9505

www.gazettetimes.com

Publisher: Mike McNally, 541-758-9502 City editor: Theresa Novak, 541-758-9527

Opinion

Wednesday, May 5, 2010
Corvallis Gazette-Times, Corvallis, Ore.

A11

Keep bus subsidy idea; table the rest

An editorial last week confidently predicted that those proposed sustainability fees now being considered by the city of Corvallis seemed to be down for the count.

It now seems that assessment might have been premature.

The first big test for the proposal — which would assess a monthly fee of up to \$5.60 per household to help pay for five separate city programs, all gathered together under the “sustainability” banner — comes later today, when the council’s Administrative Services Committee decides whether to recommend it to the full council.

It’s very possible that the committee could decide, on a divided vote, to recommend the fees to the full council. And

EDITORIAL

the way we read the current council, we think it’s possible that the full council will approve the fees as well, again on a divided vote.

Here’s what we’d be paying for with the fees, which would be added to monthly utility bills:

- Stabilize bus funding, make bus rides free, expand service: \$2.50-\$3
- Have city take over sidewalk maintenance: 80 cents
- Have city take over public tree maintenance: 50 cents
- Construct bicycle and pedestrian facilities: 50 cents
- Various energy reduction and renewable-energy programs: 80 cents

In general, the proposals drew a cool response at a public hearing a couple of weeks ago, which led us to conclude (perhaps prematurely) that prospects for passage seemed dim. We also suggested that it might have been better to consider the fees one at a time, instead of as a group package.

We still think that might be the best approach. Why not, for example, pass only the request for bus funding to the full council for debate and table the remainder of the fees for the time being?

To our eyes, the case for bus funding is the most fully developed of the five proposals, and the debate on the merits of the proposal would be tightly focused.

Making rides free likely wouldn’t boost bus ridership significantly, which — after all — is the goal of the overall pro-

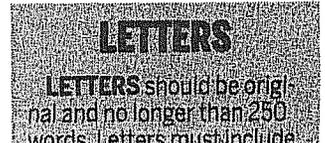
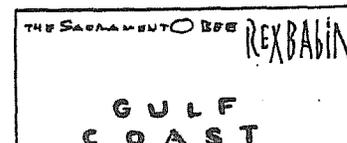
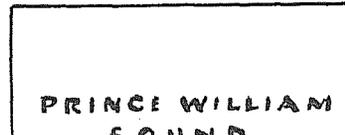
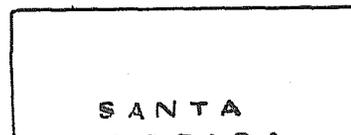
posal. (Remember that most people ride the bus for free now, thanks to a variety of ridership programs worked out with various institutions.) To really expand ridership, you need to expand service areas and improve on-time performance, and we’d need a hard-nosed assessment if the money raised by the fees would be sufficient to accomplish that.

We do have sympathy for the fact that stabilizing bus funding could well help ease the strain on the city’s general fund.

But it’s worth remembering that the money comes from the same sources either way.

In fact, as the council committee and the full council weigh in on this matter, councilors would be well-advised to keep that fact in the forefront of their thinking.

Of bookies,



Initiative Fee Examples
Revised May 2010

		5 Star Sports	Circle K	Citizens Bank	Clothes Tree	Clodfelters	Coleman	Corvallis Fitness	Old World Deli	Denson's	EI Presidente	Evergreen	Grass Roots	
Transit - Free Trips <i>Revenue Generation Allocation</i> 75% residential / 25% commercial 50% residential / 50% commercial 25% residential / 75% commercial		116	2,583	382	227	143	49	120	129	488	643	245	550	
		\$4.34	\$96.60	\$14.29	\$8.49	\$5.35	\$1.83	\$4.49	\$4.82	\$18.25	\$24.05	\$9.16	\$20.57	
		\$8.68	\$193.21	\$28.57	\$16.98	\$10.70	\$3.67	\$8.98	\$9.65	\$36.50	\$48.10	\$18.33	\$41.14	
		\$12.99	\$289.30	\$42.78	\$25.42	\$16.02	\$5.49	\$13.44	\$14.45	\$54.66	\$72.02	\$27.44	\$61.60	
	Each property pays based on trip generation	Transit Expanded by 10% <i>Revenue Generation Allocation</i> 75% residential / 25% commercial 50% residential / 50% commercial 25% residential / 75% commercial	\$0.87	\$19.37	\$2.87	\$1.70	\$1.07	\$0.37	\$0.90	\$0.97	\$3.66	\$4.82	\$1.84	\$4.13
			\$1.74	\$38.75	\$5.73	\$3.41	\$2.15	\$0.74	\$1.80	\$1.94	\$7.32	\$9.65	\$3.68	\$8.25
			\$2.62	\$58.38	\$8.63	\$5.13	\$3.23	\$1.11	\$2.71	\$2.92	\$11.03	\$14.53	\$5.54	\$12.43
		Alternative Modes <i>Revenue Generation Allocation</i> 75% residential / 25% commercial 50% residential / 50% commercial 25% residential / 75% commercial	\$0.81	\$18.08	\$2.67	\$1.59	\$1.00	\$0.34	\$0.84	\$0.90	\$3.42	\$4.50	\$1.72	\$3.85
		\$1.62	\$36.16	\$5.35	\$3.18	\$2.00	\$0.69	\$1.68	\$1.81	\$6.83	\$9.00	\$3.43	\$7.70	
		\$2.45	\$54.50	\$8.06	\$4.79	\$3.02	\$1.03	\$2.53	\$2.72	\$10.30	\$13.57	\$5.17	\$11.61	
	Each property pays the same amount	Urban Forestry	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50
		Sidewalk Safety	\$0.80	\$0.80	\$0.80	\$0.80	\$0.80	\$0.80	\$0.80	\$0.80	\$0.80	\$0.80	\$0.80	\$0.80
Energy Conservation/Renewables		\$0.80	\$0.80	\$0.80	\$0.80	\$0.80	\$0.80	\$0.80	\$0.80	\$0.80	\$0.80	\$0.80	\$0.80	
Total (monthly) <i>Revenue Generation Allocation</i> 75% residential / 25% commercial 50% residential / 50% commercial 25% residential / 75% commercial		\$8.12	\$136.16	\$21.93	\$13.88	\$9.52	\$4.64	\$8.33	\$8.80	\$27.43	\$35.47	\$14.82	\$30.65	
		\$14.14	\$270.22	\$41.75	\$25.66	\$16.94	\$7.19	\$14.56	\$15.49	\$52.75	\$68.84	\$27.53	\$59.19	
		\$20.16	\$404.27	\$61.58	\$37.44	\$24.37	\$9.73	\$20.78	\$22.19	\$78.08	\$102.22	\$40.25	\$87.74	
	Total (annual) <i>Revenue Generation Allocation</i> 75% residential / 25% commercial 50% residential / 50% commercial 25% residential / 75% commercial	\$97.44	\$1,633.89	\$263.11	\$166.58	\$114.26	\$55.72	\$99.94	\$105.54	\$329.13	\$425.66	\$177.79	\$367.74	
	\$169.69	\$3,242.58	\$501.02	\$307.95	\$203.32	\$86.23	\$174.67	\$185.88	\$633.05	\$826.12	\$330.37	\$710.28		
	\$241.93	\$4,851.28	\$738.93	\$449.33	\$292.38	\$116.75	\$249.41	\$266.22	\$936.98	\$1,226.58	\$482.96	\$1,052.82		

Initiative Fee Examples
Revised May 2010

Monthly Charge for Various Property Types

		Single-Family Residential	Multi-Family Residential (8 units)	Office	Fast Food Restaurant	Grocery Store	Hewlett Packard	Home Depot	American Dream	Barker Uerlings	Big 5	Blackledge	
Each property pays based on trip generation	Transit - Free Trips	10	53	232	1,533	4,908	6,459	3,962	155	236	717	1,288	
	<i>Revenue Generation Allocation</i>												
	75% residential / 25% commercial	\$2.41	\$13.36	\$8.68	\$57.33	\$183.56	\$241.57	\$148.18	\$5.80	\$8.83	\$26.82	\$48.17	
	50% residential / 50% commercial	\$1.61	\$8.90	\$17.35	\$114.67	\$367.12	\$483.13	\$296.36	\$11.59	\$17.65	\$53.63	\$96.34	
	25% residential / 75% commercial	\$0.80	\$4.45	\$25.98	\$171.70	\$549.70	\$723.41	\$443.74	\$17.36	\$26.43	\$80.30	\$144.26	
	Transit Expanded by 10%												
	<i>Revenue Generation Allocation</i>												
	75% residential / 25% commercial	\$0.49	\$2.70	\$1.86	\$12.26	\$39.26	\$51.67	\$31.70	\$1.16	\$1.77	\$5.38	\$9.66	
	50% residential / 50% commercial	\$0.33	\$1.80	\$3.48	\$23.00	\$73.62	\$96.89	\$59.43	\$2.33	\$3.54	\$10.76	\$19.32	
	25% residential / 75% commercial	\$0.16	\$0.90	\$5.34	\$35.26	\$112.88	\$148.56	\$91.13	\$3.50	\$5.33	\$16.20	\$29.11	
	Alternative Modes												
	<i>Revenue Generation Allocation</i>												
75% residential / 25% commercial	\$0.45	\$2.49	\$1.62	\$10.73	\$34.36	\$45.21	\$27.73	1.085	\$1.65	\$5.02	\$9.02		
50% residential / 50% commercial	\$0.31	\$1.70	\$3.25	\$21.46	\$68.71	\$90.43	\$55.47	2.17	\$3.30	\$10.04	\$18.03		
25% residential / 75% commercial	\$0.15	\$0.85	\$4.87	\$32.19	\$103.07	\$135.64	\$82.20	3.2705	\$4.98	\$15.13	\$27.18		
Each property pays the same amount	Urban Forestry	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50	
	Sidewalk Safety	\$0.80	\$0.80	\$0.80	\$0.80	\$0.80	\$0.80	\$0.80	\$0.80	\$0.80	\$0.80	\$0.80	
	Energy Conservation/Renewables	\$0.80	\$0.80	\$0.80	\$0.80	\$0.80	\$0.80	\$0.80	\$0.80	\$0.80	\$0.80	\$0.80	
Total (monthly)	Total (monthly)												
	<i>Revenue Generation Allocation</i>												
	75% residential / 25% commercial	\$5.45	\$20.65	\$14.26	\$82.42	\$259.28	\$340.55	\$209.71	\$10.14	\$14.35	\$39.31	\$68.95	
	50% residential / 50% commercial	\$4.35	\$14.50	\$26.18	\$161.23	\$511.55	\$672.55	\$413.36	\$18.19	\$26.60	\$76.52	\$135.79	
Total (annual)	Total (annual)												
	<i>Revenue Generation Allocation</i>												
	75% residential / 25% commercial	\$65.40	\$247.80	\$171.12	\$989.04	\$3,111.36	\$4,086.60	\$2,516.52	\$121.73	\$172.18	\$471.75	\$827.37	
	50% residential / 50% commercial	\$52.20	\$174.00	\$314.16	\$1,934.76	\$6,138.60	\$8,070.60	\$4,960.32	\$218.27	\$319.16	\$918.30	\$1,629.53	
	25% residential / 75% commercial	\$38.52	\$99.60	\$459.48	\$2,895.00	\$9,213.00	\$12,116.52	\$7,430.04	\$314.80	\$466.14	\$1,364.84	\$2,431.70	

Attachment C

Sustainability Initiatives Funding
Supplemental Information for Other Oregon Communities' Fees

May-10

Notes:

1. Information for each community was obtained from their ordinance that established the fee.
2. None of the ordinances addressed a time limit or duration for the fee.
3. None of the ordinances spoke to whether the issue was voted on.
4. Cities with an asterick are ones that are also used as comparitors for the annual utility rate review.
5. There is no additional information provided for North Plains because their ordinance was not available for review.

Community	Fee Used For	When Enacted	Fee or Tax	Methodology	Fee Amount Noted in Ordinance	Mechanism to Adjust Fee	Exemptions
Ashland	Street maintenance, cleaning and striping; traffic calming installation; traffic signs and signal installation; sidewalk maintenance; street lighting; and pedestrian and bicycle facilities construction	1989	Fee	For residential uses = a flat fee For non-residential uses = based on the number of parking spaces required by Code Fees also apply to Ashland's Downtown Overlay District as if off-street parking were required.	Not listed in the ordinance.	"The City Council may from time to time by resolution, change the fees based upon revised estimates of the cost of properly maintaining local streets and constructing pedestrian facilities including handicap access and bicycle facilities, revised categories of developed use, revised traffic generation factors, and other factors."	Discounts applying to low income elderly persons for water, sewer and electric utility fees also apply to transportation utility fees.
Bay City	Street maintenance	2003	Fee	Fees charged to individual structures and users are based upon an equivalent dwelling unit standard assigned to each sewer account within the City.	\$5.00 per month for each assigned equivalent dwelling unit within the City	"The City Council may from time to time by resolution, change the fees based upon revised estimates of the cost of properly maintaining local streets, revised categories of developed use, revised traffic generation factors, and other relevant factors."	Property owned by the City of Bay City
Eagle Point	Street maintenance	1990	Fee	"Different categories of fees shall be established based on the different potential uses of properties in the City, under their existing zoning designations, and reflecting the traffic reasonably expected to be generated."	For single family dwellings, apartment units, and mobile home park spaces = \$3.00 per month per unit. These categories with a home occupation pay \$3.00 for single family dwelling plus \$3.00 for the home occupation. For commercial businesses, schools, and churches = \$6.00 minimum plus \$1.00 per thousand sq. ft. over 1,000 square feet.	"These fees may be adjusted, as necessary, based upon revised estimates of the cost or [sic] properly maintain streets, revised categories of developed use, revised traffic generation figures, or other factors."	
Grants Pass	Street maintenance and other transportation related facilities (unspecified) within City-owned land, rights-of-way and easements	2001	Fee	For residential uses, a set monthly fee, depending on the use and number of dwelling units of the building. For commercial /Industrial uses, a fee based on the category of the use, the size of the building and the rate per group.	Not listed in the ordinance.	"The Council, after a period of no less than five years, and every five years thereafter, shall consider a change to the fee based upon revised estimates of the cost of properly maintaining and making safety improvements to the streets, revised categories of developed use, revised traffic groupings or other factors."	Facilities for school district, county government, city government and special districts formed under Oregon Law as local government provided the facilities are used for governmental purposes.

Community	Fee Used For	When Enacted	Fee or Tax	Methodology	Fee Amount Noted in Ordinance	Mechanism to Adjust Fee	Exemptions
Hillsboro*	Street, sidewalk and bicycle path maintenance	2008	Fee	All residential dwellings assessed the same monthly fee. Non-residential customers pay a monthly fee based on the relative amount of traffic they generate for each 1000 sq.ft. of developed and occupied building area.	Each residential unit charged \$3.10 per month. Apartments charged \$3.10 per unit. Businesses, government agencies, schools and non-profits charged based on the type of business and square footage of the business.		
Hubbard	Street maintenance and other transportation related facilities (unspecified) within the rights-of-way	2001	Fee	For residential classifications = flat fee For non-residential classification = based on the average number of vehicle trips generated	Not listed in the ordinance.	"The city council may from time to time by resolution change the fees based upon revised estimates of the cost of properly maintaining local streets, revised categories of developed use, revised traffic generation factors, and other relevant factors."	Discounts applying to low income elderly persons for city water and sewer fees shall also apply to transportation utility fees.
Jacksonville	Police and fire services	2003	Fee	A flat rate assessed to each residential unit and to each non-residential unit	\$15.00 dollars per unit per month		
Lake Oswego	Street, alley, curb and gutter, bridge, sidewalk and path maintenance, including improvements and installations designated for use by motor vehicles, pedestrians, bicycles or other vehicle use.	2003	Fee	Determined by the average estimated use of the street system by developed properties, based on activities on that property	Not listed in the ordinance.	"A Street Maintenance Fee is hereby established, in an amount to be determined, and adjusted from time to time, by resolution of the City Council. "	1. City-owned parking lots 2. Parking lots owned and operated by Tri-Met for mass transit passengers 3. Publicly owned parkland, open spaces, and greenways, unless public off-street parking designed to accommodate the use of such areas is provided 4. Areas encompassed by railroad and public rights-of-way
Medford	Street and related facilities (unspecified) maintenance	1991	Fee	"The rate per account per month shall be the Monthly Fee, which is equal to the Number of Units x Chargeable Daily Trip-Ends per unit x Charge per Trip-End."	The Charge per Trip-End is : 2009 - \$0.655 2010 - \$0.771 2011 - \$0.807 2012 - \$0.846		
	Street lighting	2003	Fee	A flat rate per benefiting property. "Benefiting properties are any and all parcels lying within a land partition, subdivision or other development whose conditions of approval include the installation of pedestrian-scale street lights, except those parcels which front on or take direct access onto an arterial or collector class street."	\$4.50 per month per parcel.	An annual rate adjustment is made based on the Consumer Price Index.	
	Parks, right of way areas, and facilities operation, maintenance and beautification	2005	Fee	A flat rate per residential or business unit on each developed property within the corporate limits of the City.	\$2.95 per month for each residential dwelling unit, business unit or tenant space on a parcel.	An annual rate adjustment is made based on the Consumer Price Index.	

Community	Fee Used For	When Enacted	Fee or Tax	Methodology	Fee Amount Noted in Ordinance	Mechanism to Adjust Fee	Exemptions
Medford (cont.)	Police and fire services	2007	Fee	A flat rate per residential or business unit on each developed property within the corporate limits of the City.	\$2.60 per month for each residential dwelling unit, business unit or tenant space existing on a parcel	An annual rate adjustment is made based on the Consumer Price Index.	
Milwaukie	Street maintenance	2006	Fee	The fee shall be based on the direct and indirect use of or benefit derived from the use of public streets generated by the developed property	<p>Single-family residences: \$3.35 per month</p> <p>Multifamily residences: \$2.10 per month for each dwelling unit</p> <p>Elderly housing and mobile homes parks: \$1.40 per month for each dwelling unit</p> <p>Congregate care facilities: \$0.70 per month for each dwelling unit</p> <p>Nonresidential developed property: calculated by multiplying the number of units by the trip rate per unit for that assigned category of use and then by the monthly per trip charge of \$0.35.</p>		Households included in the low income utility program; City-owned parking lots; publicly owned parkland, open spaces, and greenways, unless public off-street parking designed to accommodate the use of such areas is provided; and areas encompassed by railroad and public rights-of-way.
North Plains	Street maintenance	2003					
Philomath*	Street maintenance	2003	Fee	<p>Approximately 75 percent of the total revenues comes from residential developments and approximately 25 percent comes from nonresidential developments.</p> <p>Residential developed property fee based on trip generation rates as established in the ITE manual.</p> <p>Nonresidential developed property fee based on the following three factors associated with road usage:</p> <ol style="list-style-type: none"> 1. Intensity of vehicle trips generated per 1,000 (gross) square feet of developed area 2. Magnitude of development as measured by gross square feet of developed area 3. Trucks per day serving the development 	"The road maintenance fee for a single-family dwelling unit shall be greater than the corresponding fee for a multifamily dwelling unit."	"The public works committee shall annually review the road maintenance billing rates and advise the city council of changes, if any, that are deemed advisable."	

Community	Fee Used For	When Enacted	Fee or Tax	Methodology	Fee Amount Noted in Ordinance	Mechanism to Adjust Fee	Exemptions
Phoenix	Street maintenance, street sweeping, sidewalk repair and installation, curb and gutter installation, storm drain cleaning and installation, street striping, traffic control signs and signal installation and repair, and bicycle and pedestrian facility maintenance	1994	Fee	Based on traffic generation of each improved premises.	Monthly fee = number of units X chargeable daily trip ends X \$0.15	An annual rate adjustment is made based on the Consumer Price Index.	
Talent	Street maintenance, street sweeping, sidewalk repair and installation, curb and gutter installation street striping, traffic control signs and signal installation and repair, bicycle and pedestrian facility maintenance, and transit facilities and operation	2000	Fee	Based upon traffic generation and developed use of the premises.	Number of units X chargeable daily trip ends X \$0.38 = monthly fee	"The city council may, from time to time, by resolution, change the transportation utility fee based upon revised estimates of the costs of maintaining city streets, revised priorities for local improvements that would reduce long-term maintenance costs, revised categories of use, revised trip generation or trip length factors or other relevant factors."	Parks and storage yards
	Parks maintenance and operations	2007	Fee	A flat rate imposed on each developed property in the City limits per unit per month for each residential unit and non-residential unit existing on that property	\$3.00 per unit per month		Schools and water accounts where there are no structures (i.e. irrigation uses only).
Tigard	Street maintenance	2003	Fee	An average annual revenue target will be determined based on a 5-year maintenance and reconstruction plan with costs allocated as follows: (i) Arterial maintenance costs allocated 100% to nonresidential uses. (ii) Collector maintenance costs allocated 50% to residential uses and 50% to nonresidential uses. (iii) Neighborhood routes and local street maintenance costs allocated 100% to residential uses. For residential property, the fee is charged on a per unit basis. For nonresidential property other than gasoline stations, the fee is based on the minimum number of parking spaces required by Tigard Code. For gasoline stations, the fee is based on the number of fueling positions.	Not listed in the ordinance.	The program is reviewed after three years and the rates re-established based on the annual average cost of the updated 5-year plan.	Publicly owned park land, open spaces and greenways unless public off-street parking designed to accommodate use of the area is provided; sites used exclusively for farming or forestry; and areas encompassing railroad and public right-of-way

Community	Fee Used For	When Enacted	Fee or Tax	Methodology	Fee Amount Noted in Ordinance	Mechanism to Adjust Fee	Exemptions
Tualatin	Street maintenance and construction; sidewalk repair; landscape enhancements along the rights-of-way; street tree replacement; and street light system operation	1990	Fee	Based on the direct and indirect use of or benefit derived from the use of public streets, sidewalk maintenance, street tree replacement, landscape enhancements along the rights-of-way, street lights and related facilities, generated by the developed property.	Monthly fees: Single family residential = \$3.42 per unit Multi-family residential = \$2.86 per unit Non-residential = flat fee of \$2.00 plus an amount per thousand square feet depending on the use of the property		(a) City-owned parking lots (b) Parking lots owned and operated by Tri-Met for mass transit passengers (c) Publicly owned Park land, Open spaces and Greenways, unless public off-street parking designed to accommodate the use of such areas is provided (d) Areas used exclusively for farming or forestry (e) Areas encompassing railroad and public right-of-way
Wilsonville	Street maintenance; street lights	1997	Fee	Street maintenance fee - Single family residential = flat rate Multi-family residential = number of units X rate Commercial/Industrial = based on square footage of the structure, typical number of trips generated, and number of trucks serving the development Street light fee - Single family residential = based on number of fixtures installed in the subdivision Multi-family residential = number of units X rate Commercial/Industrial = number of FTE X rate	Street maintenance fee - Single family residential = \$4.03 Multi-family residential = \$2.62 per unit Commercial/Industrial = range between \$11.62 and \$317.64. Street light fee - Single family residential = range from \$0.80 to \$5.01 Multi-family residential = \$1.04 per unit Commercial/Industrial = \$1.04 per FTE		

Table 4c. U.S. Regional Motor Gasoline Prices and Inventories
Energy Information Administration/Short-Term Energy Outlook - April 2010

Attachment D

	2009				2010				2011				Year		
	1st	2nd	3rd	4th	1st	2nd	3rd	4th	1st	2nd	3rd	4th	2009	2010	2011
Nominal Prices (cents per gallon)															
Refiner Wholesale Price	132	176	194	200	214	231	228	216	225	240	240	228	176	222	233
Gasoline Regular Grade Retail Prices Excluding Taxes															
PADD 1 (East Coast)	140	183	204	210	223	240	240	228	235	249	252	240	185	233	244
PADD 2 (Midwest)	142	186	201	208	217	240	240	226	235	250	253	238	185	231	244
PADD 3 (Gulf Coast)	136	180	200	205	217	237	238	225	233	247	249	237	181	230	242
PADD 4 (Rocky Mountain)	128	182	210	207	218	241	249	231	230	250	260	243	182	235	246
PADD 5 (West Coast)	157	197	233	231	238	257	255	242	249	267	267	255	205	248	260
U.S. Average	142	185	206	211	222	243	243	230	237	252	255	242	187	234	247
Gasoline Regular Grade Retail Prices Including Taxes															
PADD 1	187	229	254	259	271	289	291	278	285	298	303	291	233	283	295
PADD 2	187	231	248	254	265	287	288	274	281	297	301	286	230	279	291
PADD 3	178	221	241	246	259	279	280	268	275	289	292	281	222	272	284
PADD 4	173	226	257	254	264	288	297	279	277	297	309	293	228	282	294
PADD 5	210	251	292	288	294	313	313	300	306	325	326	314	261	305	318
U.S. Average	189	232	257	260	271	291	293	279	286	301	305	292	235	284	296
Gasoline All Grades Including Taxes	194	237	262	266	277	296	298	284	291	306	310	297	240	289	301
End-of-period Inventories (million barrels)															
Total Gasoline Inventories															
PADD 1	56.5	56.0	59.0	60.8	58.2	58.0	54.9	58.9	56.5	57.3	54.0	59.2	60.8	58.9	59.2
PADD 2	51.9	51.1	50.9	52.9	55.5	52.4	51.1	50.4	49.2	49.0	49.0	49.5	52.9	50.4	49.5
PADD 3	72.5	71.2	67.9	71.5	71.8	70.1	66.8	71.0	72.3	72.0	68.4	71.7	71.5	71.0	71.7
PADD 4	6.3	6.0	6.1	5.7	6.2	6.1	6.0	6.6	6.4	6.2	6.2	6.7	5.7	6.6	6.7
PADD 5	29.4	29.7	28.1	31.7	32.4	31.9	29.3	30.9	30.7	30.4	29.1	30.8	31.7	30.9	30.8
U.S. Total	216.7	214.0	212.1	222.7	224.0	218.5	208.1	217.7	215.2	214.9	206.8	217.8	222.7	217.7	217.8
Finished Gasoline Inventories															
PADD 1	18.6	18.6	19.1	18.4	16.6	17.3	17.1	19.3	15.1	17.0	16.3	19.4	18.4	19.3	19.4
PADD 2	28.4	26.8	26.1	27.9	27.6	26.4	26.7	27.8	26.8	26.9	27.0	28.1	27.9	27.8	28.1
PADD 3	31.5	32.6	29.6	31.6	28.4	28.8	27.1	30.4	30.0	31.4	29.3	31.2	31.6	30.4	31.2
PADD 4	3.9	4.1	4.0	3.9	4.2	4.3	4.2	4.5	4.4	4.3	4.4	4.6	3.9	4.5	4.6
PADD 5	5.8	5.9	5.3	4.1	3.9	4.3	3.9	2.8	3.8	4.0	3.5	2.4	4.1	2.8	2.4
U.S. Total	88.2	87.9	84.2	85.9	80.7	81.2	78.9	84.8	80.0	83.6	80.4	85.7	85.9	84.8	85.7
Gasoline Blending Components Inventories															
PADD 1	38.0	37.4	39.9	42.4	41.7	40.7	37.8	39.6	41.4	40.3	37.7	39.9	42.4	39.6	39.9
PADD 2	23.4	24.3	24.9	25.0	27.8	26.1	24.4	22.6	22.4	22.1	22.0	21.4	25.0	22.6	21.4
PADD 3	41.1	38.7	38.3	39.8	43.4	41.3	39.7	40.6	42.3	40.7	39.1	40.4	39.8	40.6	40.4
PADD 4	2.4	1.9	2.1	1.8	2.0	1.8	1.8	2.1	2.0	1.9	1.8	2.1	1.8	2.1	2.1
PADD 5	23.6	23.8	22.8	27.7	28.4	27.5	25.5	28.1	26.9	26.4	25.7	28.4	27.7	28.1	28.4
U.S. Total	128.5	126.1	127.9	136.8	143.3	137.4	129.2	132.9	135.2	131.3	126.3	132.2	136.8	132.9	132.2

- = no data available

Notes: The approximate break between historical and forecast values is shown with historical data printed in bold; estimates and forecasts in italics.

Regions refer to Petroleum Administration for Defense Districts (PADD).

See "Petroleum for Administration Defense District" in EIA's Energy Glossary (<http://www.eia.doe.gov/glossary/index.html>) for a list of States in each region.

Historical data : Latest data available from Energy Information Administration databases supporting the following reports: *Petroleum Marketing Monthly*, DOE/EIA-0380;

Petroleum Supply Monthly, DOE/EIA-0109; *Petroleum Supply Annual*, DOE/EIA-0340/2; and *Weekly Petroleum Status Report*, DOE/EIA-0208.

Minor discrepancies with published historical data are due to independent rounding.

Projections: Generated by simulation of the EIA Regional Short-Term Energy Model.

[Date Prev][Date Next][Thread Prev][Thread Next][Date Index][Thread Index]

Attachment E

supplemental information for SIF discussion

- To: "Ward 1" <ward1@xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx>, "Ward 6" <Ward6@xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx>, "Ward 9" <ward9@xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx>
- Subject: supplemental information for SIF discussion
- From: "Steckel, Mary" <Mary.Steckel@xxxxxxxxxxxxxxxxxxxxxxxx>
- Date: Tue, 4 May 2010 13:46:48 -0700
- Cc: "Nelson, Jon" <Jon.Nelson@xxxxxxxxxxxxxxxxxxxxxxxx>, "Holzworth, Carla" <Carla.Holzworth@xxxxxxxxxxxxxxxxxxxxxxxx>, "Rogers, Steve" <Steve.Rogers@xxxxxxxxxxxxxxxxxxxxxxxx>

Members of the Administrative Services Committee,

Councilor O'Brien requested supplemental information for your discussion on Wednesday on the Sustainability Initiatives Funding project (see emails after this message). In response to that request, staff is sending to you three files.

1. More examples of the initiative fees for various business types. Staff added 16 more businesses to the seven examples provided previously.
2. April 29th 'Community Development' email.
3. More specific information on the fees other Oregon communities include on their utility bills. Staff reviewed these communities' ordinances and added information on when the fee was enacted, whether it is a fee or a tax, what methodology is used, what amount is charged, what mechanism is used to change the fee over time, and what properties are exempted from the fee. None of the ordinances reviewed included a time limit or duration for the fee and none spoke to whether the issue was voted on.

Staff also will bring hard copies of these documents to the meeting tomorrow.

Please let me know if you have any questions on the information provided or if you have difficulty accessing the attachments.

Mary Steckel
Administrative Division Manager
Public Works Department

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

From: Mark O'Brien [mailto:ward1@xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx]
Sent: Sunday, May 02, 2010 9:48 PM
To: Rogers, Steve
Subject: More SIF

Steve-

Sorry. I'd like to see more specific information on Attachment 3 of our 5/5 ASC meeting packet. Actual charges, assessment methodology for various property classifications, duration info-sunset, review, etc. I'd like to see a review to our "comparator cities" as these don't appear to reflect that list though I realize that wasn't the request of staff. How did these funding models come to pass? Are they fees or taxes? Did citizens vote for their passage or were they unilaterally imposed by Councils or admin.? I apologize for the late request but I will require this information before making a decision in this matter.

Sincerely,

Mark O'Brien

----- Original Message

Subject: SIF
 From: "Mark O'Brien" <ward1@xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx>
 Date: Sun, May 2, 2010 9:36 pm
 To: "Steve Rogers" <Steve.Rogers@xxxxxxxxxxxxxxxxxxxxxxxx>

--

Steve-

May I have an enhanced list of potential financial impacts of the SIF for types of businesses not included in the report such as restaurants not traditionally referred to as "fast food" and smaller retail? I associate fast food with drive through. Is that correct? I'm quite concerned about the added costs of doing business in the city and the effect on our economic vitality and I'll admit to my failing to have read that portion of the staff report until this Friday evening. Could you also include the April 29th email to "Community Development" forward to Council by Mr.

Nelson as supplemental information for our SIF deliberations. That can be found on the Council email archive. Thank you.

Sincerely,

Mark O'Brien
 Councilor - Ward 1

Attachment: addl fee examples.pdf

Description: addl fee examples.pdf

Attachment: 'community development' email.pdf

Description: 'community development' email.pdf

Attachment: addl other cities' fee info.pdf

Description: addl other cities' fee info.pdf

♦ **Follow-Ups:**

- ♦ **RE: supplemental information for SIF discussion**
 - *From:* Nelson, Jon
- ♦ Prev by Date: **Budget-related comments for Budget Commission Mtgs**
- ♦ Next by Date: **Re: supplemental information for SIF discussion**
- ♦ Previous by thread: **Budget-related comments for Budget Commission Mtgs**
- ♦ Next by thread: **Re: supplemental information for SIF discussion**
- ♦ Index(es):
 - ♦ **Date**
 - ♦ **Thread**

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501 SW Madison Ave. PO Box 1083 Corvallis, OR 97339-1083 ph: 541-766-6900 Fax: 541-766-6936

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Holzworth, Carla

From: Louie, Kathy
Sent: Wednesday, May 05, 2010 10:30 AM
To: Mayor and City Council
Cc: Nelson, Jon; Rogers, Steve; Steckel, Mary; Holzworth, Carla
Subject: FW: Questions regarding the proposed SIF (Sustainability Initiative Funding):

Attachment F

From Councilor Raymond for today's ASC meeting ...k

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

From: Jeanne Raymond [mailto:]
Sent: Wednesday, May 05, 2010 10:28 AM
To: Louie, Kathy
Cc: Ward 7
Subject: Questions regarding the proposed SIF (Sustainability Initiative Funding):

Hi Kathy,

Could you please forward these questions to the Administrative Services Committee, for today's meeting. Could you also CC to Jon, Charlie, and the remaining Councilors.

Questions regarding the proposed SIF (Sustainability Initiative Funding):

- 1.) Is each new SIF proposed fee dedicated to the proposed uses, or will they go into the general funds? In other words, will they be specific to the fee? If so, they would be accountable and transparent, which is desirable.
- 2.) How do other cities impose sidewalk fees for residents who don't have sidewalks? Can residents without sidewalks petition to be removed from the sidewalk fees?
- 3.) Are there ways for those living under the poverty level to petition out of having to pay the fees? Since this is a difficult time for some people, who may have lost a job, or are on a very low fixed income, living for instance on SS, it might be reasonable to be able to apply yearly to petition out of paying the fees. Although the fees are quite low, they would have a bigger impact on the poor.

Thank you,

Jeanne Raymond
Corvallis City Council
Ward 7

**URBAN SERVICES COMMITTEE
MINUTES
May 6, 2010**

Present

Richard Hervey
Patricia Daniels, Acting Chair

Absent

David Hamby (excused)

Staff

Jon Nelson, City Manager
Gary Boldizar, Police Chief
Steve Rogers, Public Works Director
David Phillips, Park Operations Supervisor
Emely Day, City Manager's Office

Visitors

Bill Cohnstaedt
Rick Hangartner
Ron Marek
Stanley Nudelman
Eric Rothe
Alicia VanDriel
Tony Van Vliet
Robert Wilson

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Council Policy Review: CP 95-7.12, "Integrated Vegetation Pest Management (IVPM) Program"			Affirm the Policy
II. SW Eighth Street Parking			Approve the proposed parking district for the area bordered generally by SW Monroe and SW Jefferson Avenues and SW Seventh and SW Ninth Streets, with businesses within the district having transferrable parking permits
III. Other Business			

CONTENT OF DISCUSSION

Councilor Daniels called the meeting to order at 4:00 pm.

- I. Council Policy Review: CP 95-7.12, "Integrated Vegetation Pest Management (IVPM) Program (Attachment)

Park Operations Supervisor Phillips reviewed the Integrated Vegetation Pest Management (IVPM) Program:

- An IVPM has three major components:
 - » A decision-making guide for pest management;

- » A collection of methods to address various pests; and
- » A partnership with various agencies.
- An IVPM is implemented on various City-owned properties following condition assessment:
 - » Use of the property;
 - » The property's function;
 - » Expectations of the property; and
 - » Special conditions of the area.
- Based upon the property assessment, an IVPM is designed.
- Staff determines why pests (plant or animal) could be problematic.
- Staff considers thresholds in terms of how bad a pest could be before action is taken.
- Staff monitors City-owned properties for the presence of pests and considers pest-control methods.
- Upon recognition that a pest exists, staff considers control methods.
- The IVPM specifies various control methods that can be implemented individually or in combinations.
- Staff implements selected pest-control methods and evaluates their effectiveness.
- The IVPM, with its collection of pest-control methods, aligns with adaptive management practices and provides different options for various situations.
- The IVPM Committee meets annually to discuss pest issues, management practices, and agency coordination.

Staff believes the Council Policy works well and does not recommend any amendments.

Councilor Hervey said he expected more specific information regarding public outreach efforts. He requested more information regarding public representation on the IVPM Committee and its advisory role.

Mr. Phillips explained that water-wise, pesticide-free landscape projects were developed through IVPM Committee meetings. Information is dispersed through the City's chemical hotline, announcing application of chemicals for pest control. Pesticide application records are public. Project sites are posted prior to chemical applications. Information is available on the City's Parks and Recreation Web site.

Councilor Hervey noted that the IVPM Committee meets annually, with participation by representatives of various community agencies and the public. He inquired about an outreach effort to solicit public comment on the IVPM Program, as required by the Policy.

Mr. Phillips responded that staff in various City departments develop outreach programs, and he expects these programs to be expanded over time.

Councilor Daniels summarized that public outreach for the IVPM Program becomes a component of public information involving City staff and advisory body activities. Mr. Phillips confirmed, adding that the City disperses information in conjunction with projects.

Councilor Hervey quoted from the IVPM Guidelines, "To assure that the Corvallis IVPM plan continues to evolve in a manner reflective of the values of this community, provisions have also been made for public education, regular review of public feedback, and annual assessment by an oversight committee composed of citizens and public employees." He said he was not convinced that the City was fulfilling the guidelines for public input. The Committee was asked to determine whether the Policy should be amended. He was satisfied with the Policy text, but he questioned the extent of public involvement.

Mr. Phillips concurred that chemical application is a small aspect of the IVPM Program. He expects increases in outreach efforts through City advisory bodies and projects. He believes the City has not had an issue of such significance as to prompt a greater outreach effort. He expects outreach to increase as projects continue. Outreach efforts have been implemented regarding specific projects. He also expects dissemination of information in creative ways and direct contact with citizens regarding projects.

In response to Councilor Hervey's inquiry, Mr. Phillips said the City collects information from its partners during IVPM Committee meetings. The Committee discusses problems in general terms but has not discussed species-specific problems. The State previously required pesticide-use reporting; funding reductions terminated the requirement. The City maintains records of chemical applications. Benton County may use mechanical, rather than chemical, pest-management practices, resulting in less reporting.

Councilor Hervey requested clarification of the IVPM Guidelines Decision Process statement, "Set thresholds of acceptability for vegetation and pest problems within each area category by establishing the tolerable density of pest population, which may be set at zero . . ."

Mr. Phillips responded with a hypothetical situation of all elm trees in Central Park having Dutch Elm Disease, prompting removal of all elm trees from the Park because of safety issues inherent with Dutch Elm Disease.

Councilor Hervey inquired about the public process referenced in the IVPM Guidelines Decision Process statement, "Every two years, develop a public process to review the effects and effectiveness of the Integrated Vegetation and Pest Management guidelines."

Mr. Phillips explained that the annual IVPM Committee meeting is an opportunity for the public to comment on the IVPM Program. Committee membership changes with time.

Councilor Daniels noted that the Policy must be reviewed every two years, which is an opportunity for public input.

Councilor Hervey questioned including in the IVPM Guidelines the statement, "As this IVPM approach is phased in over the next three years, it is expected that chemical pesticide and herbicide use will be minimized . . ."

Mr. Phillips surmised that the statement was included in the original Plan adopted several years ago. However, the use of pesticides and herbicides will be minimized, with only two herbicide applications each year (spring and fall) in selected areas of City parks. The City's use of chemicals will continue to decrease.

Councilors Hervey and Daniels, respectively, moved and seconded to recommend that the Council affirm Council Policy 95-7.12, "Integrated Vegetation and Pest Management (IVPM) Program."

Councilor Hervey cautioned that, when the Policy is reviewed in two years, he would like to see evidence of more community involvement in the IVPM Program; otherwise, he will seek Policy amendments.

City Manager Nelson noted that the Committee's feedback to Mr. Phillips involves the Policy in relation to public involvement and participation. Staff can develop a work program of actions that can be accomplished over the next year to enhance the public feedback aspects of the Policy.

Councilor Hervey expressed satisfaction with how the IVPM Program is working.

Based upon a motion moved and seconded by Councilors Hervey and Daniels, respectively, the Committee unanimously recommends that Council affirm Council Policy 95-7.12, "Integrated Vegetation and Pest Management (IVPM) Program."

II. SW Eighth Street Parking (Attachment)

Public Works Director Rogers reviewed the history of a request for a parking district involving:

- Both sides of SW Seventh Street between SW Madison and SW Jefferson Avenues;
- Both sides of SW Eighth Street between SW Monroe and SW Jefferson Avenues;
- Both sides of SW Ninth Street between SW Monroe and SW Jefferson Avenues; and
- Both sides of SW Madison Avenue between the alley between SW Sixth and SW Seventh Streets and SW Ninth Street.
- A Planning Commission and Council decision involved a land use decision (expansion of the First Presbyterian Church [FPC] facility at SW Eighth Street [Eighth] and SW Monroe Avenue [Monroe]) and related off-street parking impacts. The Church and Stanley Nudelman, who owns the office building at the southeast corner of Eighth and SW Madison Avenue (Madison) agreed to pursue a resolution to the parking situation that would be acceptable to the neighborhood.
- Neighborhood meetings were held, with attendees concluding that the City should provide more off-street parking for downtown business and government employees and that the best solution for the neighborhood's parking problem was a residential/business parking district.
- Staff received a petition signed by most of the owners of property within the neighborhood, requesting Council consideration of a parking district.

Mr. Rogers noted that the proposed parking district would be fairly standard as a residential parking district but would allocate permits to the businesses within the district, based upon one permit for every 400 square feet of office space within each business.

The staff report outlines four issues for the Committee's consideration:

1. *Is there a problem?*

The neighborhood believes a problem exists, as supported by the petition. Staff inventoried and analyzed parking availability, concluding that an issue exists during morning hours, based upon parking demand being more than 85 percent of parking supply.

2. *Is it reasonable to expect that a parking district would relieve the problem?*

Staff believes the parking district would relieve the parking situation in the neighborhood. Staff and the neighborhood considered other options that did not seem as viable as the proposed parking district. Staff determined that more potential parking permits could be issued than there are parking spaces in the district; however, this is the same situation in Residential Parking District B (north of NW Monroe Avenue between NW 14th and NW 23rd Streets), which has worked successfully for several years.

3. *Can parking districts be enforced?*

Parking Enforcement Division staff (2.75 full-time equivalent [FTE] employees) are monitoring as much area as possible; more staff would be needed to enforce another parking district.

4. *What are the potential negative impacts of the parking district on the surrounding area?*

People who currently park in the proposed parking district but would not be eligible for a parking district permit would need to park elsewhere for periods longer than two hours. This could impact surrounding neighborhoods.

Mr. Rogers distributed an e-mail from Alicia VanDriel (Attachment A) and a petition signed by numerous downtown City employees (Attachment B).

Eric Rothe is an Oregon State University (OSU) student and parks in the subject neighborhood most of each weekday. His son attends the FPC pre-school. If he must park outside the neighborhood, it would be difficult for him to attend 9:00 am classes at OSU. He believes the proposed parking district would significantly impact OSU students who park in the area and will force them to park in other areas. He opined that there is insufficient off-street parking in the subject neighborhood. He said no area of town would have adequate parking if demand exceeded 85 percent of parking capacity. The Downtown area has a serious parking shortage on Saturdays during the Farmers' Market season. He believes a better long-range solution would involve more parking. OSU's enrollment is increasing, and associated parking must be considered. He acknowledged that the proposal might be a short-term solution for the neighborhood, but it would not solve the problem on a long-term basis and would simply move the parking issue to nearby neighborhoods and make it difficult for people who need to park in the subject neighborhood.

In response to Councilor Hervey's inquiry, Mr. Rothe said he normally takes his daughter to the Waldorf School by 8:30 am, then he takes his son to the FPC pre-school. He then has just enough time to walk to a 9:00 am class at OSU. He has little flexibility of when he takes classes, and some are offered only at 9:00 am. He could take his daughter to school at 8:00 am.

Stanley Nudelman reviewed a summary of the parking district proposal (Attachment C) and a memorandum from Deb Kadas (Attachment D). He said the scenario Mr. Rothe described is part of the parking problem in the subject neighborhood. OSU students and faculty and downtown employees utilize all the available parking, leaving little parking for neighborhood residents and businesses. He acknowledged that the proposed parking district might force people to park in the Downtown or OSU areas. However, the subject neighborhood, in his view, suffers from people "invading" to park, creating a major problem. He believes occasional enforcement of a parking district would, eventually, ensure self-enforcement – a few parking tickets and some signage would help people realize the risk of parking in the district without a permit. Businesses and residents within the proposed parking district are concerned about the lack of available parking.

Tony Van Vliet represented FPC regarding the proposed parking district. He believes a parking structure is needed in the Downtown area and that OSU is responsible for meeting its needs, if it desires more students. He opined that the issue does not involve blaming City employees, OSU students, or downtown employees for parking in the subject neighborhood; however, the current situation does not accommodate residents, businesses, or the Church. He explained that the Church congregation debated whether to remain in the Downtown area. The Church's previous off-street parking lot provided 23 parking spaces on concrete and 12 parking spaces on the gravel; the graveled parking spaces were not counted by the City but were counted by the Church when it applied to expand its facility.

Mr. Van Vliet said the Church pre-school would need 13 parking spaces for its employees, some of whom work part-time shifts. There are parking spaces on the west side of the Church. There are 12 parking spaces on the south side of the Church block (Madison), which are quickly filled each day; two of the spots are designated for two-hour parking. Some parking spaces will be removed from NW Ninth Street (Ninth), when a bicycle lane is marked. The Church's new parking lot could accommodate 21 vehicles; the lot, the 13 parking spaces on the east side of Eighth, and a few spaces on Madison would be sufficient for the Church's daily needs, allowing a few spaces to be given to another permit holder within the proposed parking district to fulfill the parking demand. It is difficult to find a parking space within the neighborhood during weekdays, as empty spaces are quickly filled. He believes a parking district would help, and permit holders would be able to park for longer time periods; the rest of the district would be available for two-hour parking.

Mr. Van Vliet believes the proposed parking district would help the parking problem in the immediate area, but it would not solve the problem for City and downtown employees and

OSU students who have been parking in the area. A parking district in the subject neighborhood might encourage the City and OSU to address the parking situation.

In response to Councilor Hervey's inquiry, Mr. Nudelman confirmed that many of the residences in the neighborhood have on-site parking; his building at Eighth and Madison has on-site parking. Private, on-site parking would not be affected by the proposed parking district. The private parking areas are currently used, yet a parking problem exists.

Alicia VanDriel has worked in City Hall for five years. She said City employees were notified two days ago about today's meeting topic. City employees acknowledged the difficulty of the parking situation for neighborhood residents and City employees. She concurred with Mr. Van Vliet's comment that the City and OSU need to find a solution to the parking situation. City employees had hoped that a parking structure would be constructed at the site of the former Moose Lodge building to address some of the parking needs. She said many City employees commute to work from outlying areas. Walking to their vehicles after work at night is a great concern. She cited incidents of City employees being attacked with beer bottles while crossing the street toward First Christian Church (FCC) after work at night. City employees, especially women, are wary about walking several blocks to their vehicles in the dark; they believe that longer walks (eight to ten blocks) would impact their personal safety.

Ms. VanDriel noted that time would be needed to walk to and from vehicles parked farther from City Hall when employees needed to leave the facility for appointments or lunch-time errands. Some employees have physical disabilities that make it difficult to walk longer distances. She said City employees respect the neighborhood residents when parking in the area.

Ms. VanDriel expressed hope in prompting development of parking for OSU. She would be willing to pay to park near City Hall, but no other parking is available nearby. She added that it would be nice if OSU had another parking structure. She believes OSU should provide parking for its increasing student enrollment. She suggested parking passes for daytime employees. She noted that City supervisory employees have designated parking spaces, so they would not be affected by the proposed parking district. If City employees use two-hour parking spaces, they must leave their work stations every two hours to move their vehicles or pay parking meters. She believes the proposed parking district is a solution that does not address the larger issues of inadequate parking. She said public transit is not a viable option for employees who live in outlying rural communities and commute to work in the Downtown area. She expressed hope for a future parking solution that provides safety and security. She noted that 50 City employees would be forced to park in neighborhoods farther from City Hall.

Rick Hangartner has worked in Mr. Nudelman's building at Eighth and Madison for five years; however, he is not speaking on behalf of his employer, which will probably move from the Downtown area. He opined that the proposed parking district would cause the existing parking problem to become worse. His work station overlooks Eighth and

Madison, allowing him to observe the traffic and parking situation. When FPC presented its land use application, he attempted to tell the Planning Commission that the traffic and parking problems were prompted by the "episodic nature" of traffic in the area. There is a higher demand for short-term parking when people are dropping off their children at the Church while Downtown-area employees are seeking long-term parking. He noted that the traffic study associated with the land use application was conducted by Church members; and he questioned the validity of the study in terms of traffic flows through the neighborhood. He said the traffic flow involves people finding (and seeking but not finding) parking spaces. He believes this issue was not addressed in the original parking study.

Mr. Hangartner referenced the Downtown Parking Commission's recommendation, which did not mention business uses. He testified to the Council regarding potential problems that could result from the FPC land use application. He referenced Federal laws that restrict the City's legal limitations regarding land use issues involving religious land use.

Mr. Hangartner opined that Mr. Nudelman was seeking a solution that would succeed. However, he believes the proposed parking district would not work for employees of businesses in the subject neighborhood because of traffic demands with intense demands at the same time of day. He believes it is poor civic planning to require City employees and OSU students to park farther from City Hall and the OSU campus. He further believes it is poor civic planning to quasi privatize parking spaces via the proposed parking district and that the district would make Corvallis less congenial to businesses, residents, and visitors. The district would give residents of the neighborhood priority access to parking spaces, which is a quasi prioritization and conveys a negative message to City employees and OSU students and faculty.

Mr. Hangartner contended that the parking problem was caused by FPC's land use application and that the Church should provide on-site parking for its facility. He opined that the Church's re-development imposed a burden on the neighborhood in terms of parking demand.

Mr. Hangartner opined that the Committee should not forward a recommendation to the Council.

Councilor Hervey summarized that Mr. Hangartner was angry with the process that led to today's discussion, having participated early in the process but having felt his efforts did not result in his desired outcome. He surmised that Mr. Hangartner viewed the proposed parking district as a bandage for a problem but not a resolution. Mr. Hangartner confirmed, adding that measurable traffic studies could have determined the true problem.

In response to Councilor Hervey's further inquiries, Mr. Hangartner confirmed that he opposes the proposed parking district. He explained that Strands is an information technology company and has little need to contact the public. The company is sited in the Downtown area to benefit its employees, who work on a flex-time schedule around the clock; however, a flex-time schedule has not alleviated the parking problems for

employees. He said there is "constant" traffic to and from FPC between 7:00 am and 10:00 am, resulting in short-term parking. He noted that the Church hosts functions at various times throughout the day each weekday, creating parking impacts. He clarified that parking spaces are available prior to 8:00 am. People taking their children to the FPC pre-school use the two-hour parking spaces and the parking spaces in the Arts Center parking area; they were also parking in spaces designated for Mr. Nudelman's building and in areas not marked for parking. *[After the meeting, Mr. Hangartner submitted a written statement – Attachment E.]*

Ron Marek expressed doubt that OSU or the City will be able to address the parking issues in the subject neighborhood. He distributed and reviewed written testimony (Attachment F). Due to a schedule conflict, he was unable to attend the December 17, 2009, neighborhood meeting when the parking district idea was presented; he is one of the few neighborhood property owners who did not sign the petition for the district. He noted that he testified in support of the FPC land use application, believing the parking situation could be resolved. Based upon recent circumstances, he now supports the proposed parking district; however, he questioned some of the district details. Based upon the proposed permit allocation formula and the square footage of his office building, his business would be allotted three permits. He wants the parking situation to improve; he does not want it to deteriorate. He does not believe the proposed district could positively accommodate his business.

Mr. Marek does not believe the proposed district would be fair. He reviewed from his written testimony a variety of alternatives to the proposal. Under the current proposal, most of his seven part-time employees would be required to park outside the immediate area of his office.

Mr. Marek urged that some of the parking spaces within the proposed parking district be marked as available for use for two hours at a time. This would prevent permit holders from using all of the parking spaces.

Bill Cohnstaedt owns property at Ninth and SW Jefferson Avenue. He concurred with Mr. Marek regarding one parking permit being issued for each bedroom. Most of the buildings in the proposed parking district are old. The proposed parking permit allocation formula represents an abrupt change, particularly for situations of five-bedroom houses with five people who each have a vehicle. Residents are required to maintain the public right-of-way between the sidewalk and the street at their homes. While legal, he believes forcing people to park in an area outside their immediate neighborhood is wrong; therefore, he supports one parking permit per bedroom.

Mr. Nudelman said most of the testimony from residents, business owners, and employees within the proposed parking district is in the Council's public records; therefore, few people were prompted to attend today's Committee meeting. He noted that the chief executive officer of Strands signed the petition for the proposed parking district, believing a parking district is important. He added that a cure for the parking situation is not immediately

available; however, if nothing is done about the parking situation in the neighborhood, the situation can seriously damage an important neighborhood.

Mr. Van Vliet said he joined Mr. Nudelman's effort because of the mutual belief that more parking spaces are needed to accommodate Mr. Nudelman's office building tenants. Therefore, he was surprised that Mr. Hangartner said he did not want a parking district in the neighborhood.

Mr. Van Vliet added that FPC operates a business in the neighborhood in the form of a day care and a preschool, which serve many single parents who cannot afford other day care options and need daytime child-care assistance so they can work. The day care and preschool operate Mondays through Fridays; part-time staff need parking spaces near the facility. He liked Mr. Marek's suggestion of parking permits that could be transferred among vehicles for one facility. He contended that it was unfair of Mr. Hangartner to blame FPC for not providing a parking garage. The Church considered a parking facility as part of its land use application. The FPC parking study was conducted by Church members and was based upon valid statistics to assist in current and future City planning efforts. The FPC Senior Minister would like to avoid problems of Church members or staff parking near the Arts Center or in areas not immediately adjacent to the Church.

Ms. VanDriel opined that the proposed parking district omitted downtown City employees from the permit process. She believes privatization of public parking is a key issue in the proposal. She further believes City employees were omitted from the permit process so they could not have a share of the available parking spaces. She does not believe the parking district should be limited to residents and businesses of the neighborhood, as the parking spaces are public property, and the City provides services to the community.

Ms. VanDriel added that City employees were advised of the parking district proposal two days ago and did not have opportunity to solicit letters in response to the proposal. She referenced the petition from City employees who would write a letter, if given an opportunity to do so.

Ms. VanDriel said she feels unsafe walking past FCC because of some of the people it serves. She and her co-workers have been attacked with beer bottles, sworn at, and yelled at. This situation could be exacerbated if City employees must walk farther to reach the safety of their vehicles.

In response to Councilor Hervey's inquiries, staff provided the following information:

- The City offers a flexible work policy, but customers expect City offices to be accessible Mondays through Fridays from 8:00 am until 5:00 pm; thus an alternate schedule is not feasible in many instances.
- The Council-adopted OSU Campus Master Plan includes a transportation and parking element, requiring OSU to provide bicycle parking and an internal shuttle within the campus. OSU provides students, faculty, and staff with passes for Corvallis Transit

System. The Plan addresses parking by campus sector; when parking reaches a capacity threshold within a sector, action must be taken within the sector.

- Staff does not have information regarding the utilization of the Reser Stadium parking lot. On-campus parking is measured annually and reported to the City.
- The off-street parking areas on the west and south sides of the Arts Center belong to the Arts Center parcel and are marked as such. The parking areas are publicly owned but function as private parking. Staff does not have information regarding the utilization of these areas.

In response to Councilor Daniels' inquiries, staff provided the following information:

- Shared parking permits could work for business entities but could, theoretically, create more permit-driven demand.
- The proposed rate of three permits per single-family household was based upon the City's existing residential parking districts. The second neighborhood meeting regarding the proposed parking district had extensive discussion regarding how parking permits should be allocated to businesses. The rate of one permit per 400 square feet of commercial space is based in part upon the City's land use requirement of one parking space per 400 square feet of commercial development.
- Downtown City supervisors have designated parking spaces in off-street lots near City Hall. A few off-street parking spaces are available for non-supervisory employees on a lottery basis. Demand exceeds supply for off-street parking. The City/County master plan for re-development of the City Hall block would provide little additional parking. Intermediate re-development of the block, following demolition of the former Moose Lodge building, will provide 12 additional Yellow Lot parking spaces. A few spaces may be allocated for car/van pool members. The awning is being removed from the south side of the Municipal Court building, creating three additional parking spaces. The lottery may be expanded to include six or seven parking spaces.
- The City Hall Block master plan recognizes the need for more parking.
- Parking structure construction costs \$30,000 to \$40,000 per parking space.
- City employees are eligible for free public transit passes. They can park elsewhere in the community along bus routes and ride public transit for free to downtown City offices. Route 1 arrives at the Downtown Transit Center by City Hall at 7:50 am; a peak route from Hewlett-Packard arrives at the same time and leaves just after 5:00 pm. This option may not accommodate employees' mid-day errands or appointments.

In response to Councilor Hervey's further inquiries, staff provided additional information:

- The Parking Enforcement Division has been staffed by 2.75 FTE employees for 20 years, during which time one residential parking district was established. Staff has encountered increasing difficulty enforcing the downtown free parking regulations for various reasons, including time needed to do so. Staff is at the capacity of the parking enforcement areas it can monitor. Regarding a suggestion of not enforcing the proposed parking district every day, sporadic enforcement could create problems of less compliance with parking regulations. Without budgetary increases, enforcement for an additional parking district would be provided at a lower service level.

- The Downtown Parking Committee is reviewing the City's downtown free parking program and possible alternatives to the program.
- Staff calculated the number of parking permits that would be given to each property within the proposed parking district, based upon the allocation formula.
- Allowing one parking permit per bedroom of residential properties would increase the total number of parking permits. Mr. Marek's residential property at Ninth and Madison would be allowed five permits, rather than the three permits currently proposed. The potential permit demand for the proposed parking district is less than in Residential Parking District B, which seems to be successful. Most houses have three bedrooms, so three permits per house seems to be a good number of permits to issue. In the proposed district, one permit per bedroom probably would not create a great negative impact. Apartments and group homes would receive the same amount of permits as currently proposed.

Councilors Hervey and Daniels, respectively, moved and seconded to approve the proposed parking district for the area bordered generally by SW Monroe and SW Jefferson Avenues and SW Seventh and SW Ninth Streets.

Councilors Hervey and Daniels, respectively, moved and seconded to amend the motion to allow businesses within the parking district to have transferrable parking permits. The motion passed unanimously.

Councilor Hervey moved to amend the parking permit allocation formula to one permit per bedroom. The motion died for lack of a second.

Councilor Hervey noted that the Arts Center parking area usually has only a few vehicles. The area is owned by the City and could provide an additional eight parking spaces on the west side of the Arts Center building, easing demand for parking in the neighborhood. He suggested that this option be considered in future modifications of the parking district, if it is approved by the Council.

Councilor Daniels responded that Arts Center staff was informed of the Committee's meeting, was represented at a neighborhood meeting, and worked with Mr. Nudelman regarding his ownership of the adjacent office building.

Based upon a motion moved and seconded, respectively, by Councilors Hervey and Daniels and amended, the Committee unanimously recommends that Council approve the proposed parking district for the area bordered generally by SW Monroe and SW Jefferson Avenues and SW Seventh and SW Ninth Streets, with businesses within the parking district having transferrable parking permits.

Councilor Daniels summarized that the long-standing parking problem in the neighborhood will continue and represents a challenge for a community seeking compact development. Parking space is a challenge in built neighborhoods. She emphasized the need for people to change their attitudes about using personal vehicles. OSU is working on options to

alleviate student, faculty, and staff parking issues, including a recently constructed parking structure and development of new parking lots. She considers the proposed parking district a temporary solution that will not resolve all parking problems in the neighborhood. She believes the district is the best option under the current circumstances.

III. Other Business

- A. The next regular Urban Services Committee meeting is scheduled for May 20, 2010, at 4:00 pm, in the Madison Avenue Meeting Room.

Councilor Daniels adjourned the meeting at a 6:03 pm.

Respectfully submitted,

Patricia Daniels, Acting Chair

From: Van Driel, Alicia
Sent: Wednesday, May 05, 2010 8:27 AM
To: Rogers, Steve
Subject: Parking for employees

Follow Up Flag: Follow up
Flag Status: Green

Dear City Council and City of Corvallis,

I am writing to express my objection and concerns to creating a parking district that would prohibit employees from parking near their work places in the downtown area.

There are several reasons that this is both an unfair proposition and and unproductive for city workers.

1. Employees that park in the designated areas do so for 8 hours during the day time working hours only. The spots open up in the evening when most residents and citizens return from work and do not park there on the weekends when the parks are most frequented.
2. Many of the parking spots in the proposed area are given to students who have parking passes issued by the city. Often, there are 5 or more cars per house. Yet students are granted parking. Also, city mangagers are all given designated parking spots. These practices seem very unfair given that many of us, in fact the majority of folks live outside the city in places like Alsea, Lebanon, Sweet Home, Salem, Dallas, etc and MUST drive to work.
3. If 2 hour limits are put on parking it will cause a lot of wasted time for city employees who will be forced to move their cars every 2 hours to avoid tickets. When talking to other employees, this is what they say they will do, which will not solve the problem, simply create ring - around - the parking lot and waste a lot of productive work time.
4. Current Planning ordinances require downtown businesses to provide adequate parking for their patrons and employees. This proposal takes away the only parking spots we have. Many of us already park 4-5 blocks away. Where else will we park? And isn't this a hypocritical solution?
5. Which begs the question: What will happen when we all converge upon neighborhoods further out, a mile or so away? Won't those residents feel the same way? It is not the solution. Only bumping the parking problems upon someone else.
6. When someone purchases a home in the downtown area, they must realize parking will be challenging. This is a given in any city, large or small.
7. Safety concerns - especially during the winter if employees must walk such long distances in the dark and with the homeless populaton which have been the source of many dangerous and aggressive incidents in the last couple years.

In conclusion, the parking problem is not fully addressed by this proposal. Only further complicating it for the entire downtown area. Employees have no access to a parking garage nearby. Where are they supposed to park? We all believe in the goal of using less resources but in the rural areas we live in the transit services from each small town has not been created yet. Until then, and until the city addresses the parking problems and offers other options (such as a garage or designated employee parking) Employees are left with no options at all. I speak for many employees in asking that the city not create this district.

Alicia VanDriel
City of Corvallis
Development Services
541-766-6929
alicia.vandriel@ci.corvallis.or.us

MAY 06 2010

Dear Steve,

This is in regards to the proposed new parking district that the Urban Services Committee will consider on May 6.

Many of us who work in City Hall, Madison Building, and Municipal Court, as well as those working in local businesses close to this area choose alternative transportation (car pool, bus, bike, or walk). However many of us do not have those options available to us. Today, a limited amount of permitted and 10-hour meters are available and are used. The rest of the employees typically park on Madison Ave, west of 6th St, or on 6th and 7th streets south of Madison.

The proposed parking district will force those who currently park within designated area to park south of Jefferson, thus moving the availability problem from residents living north of Jefferson to residents south of Jefferson. It will also require people who do drive to work to have to walk further. While this is usually not an issue, in the winter, this is a walk in the dark in a part of the City with numerous homeless people.

At the same time, most residences within the proposed district have driveways available for their own parking.

We would like the USC to consider *not* creating this new parking district without also providing a viable solution for all persons working within at least a three-block vicinity.

Attached, please find the signatures of concerned employees.

Thank you,

Downtown parking

Name:

Signature:

<u>STEPHAN'S KASSALETIS</u>	<u>Stephan Kassaletis</u>
<u>Seneca Sloan</u>	<u>SS</u>
<u>Michael Dahn</u>	<u>Michael Dahn</u>
<u>Lisa Hill</u>	<u>Lisa Hill</u>
<u>JEANNA YEAGER</u>	<u>Janna Yeager</u>
<u>DAVE O'PAHL</u>	<u>D O'Pahl</u>
<u>Tina Stephens</u>	<u>Tina Stephens</u>
<u>Tina Iverson</u>	<u>Tina Iverson</u>
<u>Rhyan Van Horn</u>	<u>Rhyan Van Horn</u>
<u>Michele McKinzie</u>	<u>Michele McKinzie</u>
<u>Sherry Rieben</u>	<u>Sherry Rieben</u>
<u>JULIA CARTER</u>	<u>J Carter</u>
<u>Janet Chenard</u>	<u>Janet Chenard</u>
<u>Coleen Goldman</u>	<u>Coleen Goldman</u>
<u>PATTY McLEAN</u>	<u>Patty McLean</u>
<u>Linda Doig</u>	<u>Linda Doig</u>
<u>Rozella Smith</u>	<u>Rozella Smith</u>
<u>Barbara Cash</u>	<u>Barbara Cash</u>
<u>Peggie Middlemiss</u>	<u>Peggie Middlemiss</u>

LAD

Sharon Crowell

Joan Extrom

JASON YAICH

BRIAN LATTA

Kelly Potter

Sarah Johnson

Terri Heine

Bob Loewen

Lauren Sechrist

JOSEPH DE MARZO

Suzanne Segui

Kristi Kirkpatrick

CARRIE MULLENS

Elizabeth Hill

Carla Holzworth

Cathy Trigg

Ted Reese

MATT CRASSKE

MARK BAUER

Alicia Vandriel

Lora Sauerbaum

Linda Auker

Sharon Crowell

Joan C. Extrom

Jy

Brian

Kelly Potter

Sarah

Terri Heine

Bob

Lauren Sechrist

Joseph De Marzo

Suzanne Segui

Kristi

Carrie Mullens

Elizabeth Hill

Carla Holzworth

Cathy Trigg

Ted Reese

Matt

Mark W. Bauer

Alicia

Lora

PHYLLIS DOOLITTLE Phyllis Doolittle

Susie Hilaire Susie Hilaire

Shannen Chapman Shannen Clapp

~~F. Gale Fuley~~ F. Gale Fuley

LISA FRANKLIN Lisa Franklin

Pat Newcomb Patricia Newcomb

Jesse Adams Jesse Adams

~~Kelly Grasso~~ Kelly Grasso

Teresa Young Teresa Young

Urban Council – Talk on Parking District (5/6/10)

Summary of Necessity: The City of Corvallis's "Corvallis Vision 2020 Statement" mentions the importance of "an economically strong and well – integrated city, fostering local businesses, regional cooperation, and clean industry." That statement especially emphasizes locally owned businesses and livability. They hoped their citizens could get together in a clean and attractive environment.

Perhaps with the exception of downtown and the university there is no more unique and significant area in our city. There are residents, local businesses, the Art Museum, the library, churches, and historic buildings, and a central park and a university all within 2 blocks in a central area of Corvallis. And yet soon there may be 29 additional cars (see below) joining the present cars searching for parking places in this unique area of Corvallis.

Many letters and E-Mails of concerned residents and owners in the area are in the City Council records. A typical letter is as follows: (attached is Ms Kadas's letter) and if desired I can read the others to you. These communications have a common theme of wanting a long term solution

History: Early 2009 the First Presbyterian Church at 8th and Monroe asked approval of a building project that involved the loss of 23 on off street parking places. In addition at least 6 more parking spots will be lost with the advent of the anticipated 9th street bike path. As representative of many residents and business owners and employees working in that area I testified against the loss of these spaces as further compromising the already inadequate parking situation in that area. At the same time neither I nor those who agreed with me were willing to further delay or compromise the building project proposed by the church. Nor did they or I wish to delay the church's building project by appealing any forthcoming city council decision to LUBA. **At the March 16, 2009 meeting of the City Council a compromise was reached in which the council said "The First Presbyterian Church should work with neighboring property owners and the City of Corvallis to identify potential solutions to long-range parking issues in the are surrounding Central Park and the First Presbyterian Church."**

A committee was formed to develop possible solution consisting of Steve Rodgers, Joe Whinnery (then staff of the downtown parking commission), Trish Daniels, Tony Van Vliet (representing the church) and myself. After multiple meetings as well as two public input meetings and review of parking studies in the area the group concluded that the best solution would be a parking district similar in some ways to the two already established districts in Corvallis except it would include residential as well as businesses in the area.

The next step was writing up the proposal and getting petitions signed by the residents and property owners in the area. This was accomplished with over 90% approval and signatures. We're now presenting this proposal to Urban Planning.

Proposal: This residential and business parking district includes properties abutting the following streets: 7th Street (Madison to Jefferson), 8th Street (Monroe to Jefferson), 9th Street (Monroe to Jefferson), and Madison Ave (660 SW Madison to 9th Street). This proposal is based on information that indicates that in this area parking use exceeds the standard used to indicate a parking problem exists (greater than 85% of the

spaces are occupied.) We believe this is due to parking pressures generated from outside the proposed district (downtown employers and OSU.) Other solutions that were investigated but rejected include creating 2-hour parking limits and installing parking meters. The following parking rules would apply:

Between 7:00 AM and 5:00 PM, Monday through Friday, vehicles without a permit could park for a maximum of 2 hours.

Vehicles with a permit could park for up to 48 hours except in the signed 2-hour parking spaces.

Residential properties could purchase one permit per registered vehicle owned not to exceed three per property (current cost is \$15 per year per permit.)

Business properties could purchase one annual permit for each 400 square feet of office space in the building.

Permits would be non-transferable, would not apply in any other parking district in the city, and residents could obtain temporary visitor permits. The permit does not guarantee that a parking space will be available.

Upsides: Approving this proposal will insure the viability and livability of this district for it's residents, businesses, and visitors all of whom are so central to the Corvallis community.

Downsides: Cost of enforcement is always an issue. However there are presently many two hour spaces in this district which already are enforced and adding even sporadic enforcement will discourage misuse of the parking district and benefit the community.

Sincerely,



Stanley Nudelman

Attachment 1

To: City of Corvallis
Attn: Steve Rogers, Public Works
PO Box 1083
Corvallis, OR 97339-1083
From: Deb Kadas
Date: February 1, 2010
Re: West Downtown Parking

To Whom It May Concern:

On January 27, 2010, I had professional business near 8th and Madison at 10:30 am. To my surprise, there was no available on-street parking for several blocks in all directions. Demand for parking in this area seems to be outpacing supply. I'm sure that customers of the local businesses and professionals, as well as local residents, must find this frustrating. I support any measures that can help meet the unique parking needs of both the businesses and residents of this neighborhood.

Sincerely,



Deb Kadas

Corvallis, OR 97330

5/6/2010

Additional note for the record:

In his oral testimony, Stan Nudelman indicated that Strands CEO had signed the petition. In the copy supplied with the staff Memorandum, there is a single signature with the address "760 SW Madison" and that does not appear to be the signature of anyone associated with Strands.

Moreover, it is not clear that anyone with Strands who may have signed it, did so with a clear understanding of what was actually being proposed.

Rick Hengartner

MEMO

TO: Urban Services Committee
FROM: Ronald L. Marek
DATE: May 6, 2010
RE: Parking District

Testimony to City Council

My name is Ron Marek. My wife, Ann, and I own three parcels of real estate on the south side of Madison between 9th Street and 8th Street. We began purchasing the property at 810 SW Madison, which is an office building, in 1974 and I have practiced law in that location for 35 years. In order to clean up an eyesore, we purchased the 1915 Craftsman house next door at 858 SW Madison beginning in the late '80s. We purchased the property at 860 SW Madison, which is on the corner of 9th and Madison and which was built in 1910, beginning in the early '90s.

Neither my wife nor I nor any of my office staff were able to participate in the December 17th meeting which was held the night of our office Christmas party. That meeting is where the question of creation of a parking district was discussed. I believe four people attended.

I testified in favor of the Presbyterian Church expansion as a neighbor and friend of the church and hoped we could work things out in terms of the parking issues which everyone knew would become worse with the loss of 23 off-street parking spaces in connection with that expansion.

A proposed solution was apparently discussed the evening of December 17, 2009, which was structured in such a way as to address the concerns of the few people attending. That solution was that residential permits would be granted in a manner similar to existing districts, i.e. three permits per address. For commercial properties, those present departed from the previous model and decided that permits for businesses, rather than being issued per address, should be issued based upon square footage of one permit per 400 square feet. That would result in the Presbyterian Church having an entitlement to 15 permits and the property at 760 SW Madison having an entitlement to 25 permits. Based upon that proposal, I understand a petition was drafted and circulated to residents. The neighbors, nearly all of which were residential, apparently signed those petitions. When the petition process was virtually completed, I was approached and asked to sign. My wife and I have not signed because of the manner in which these limitations would affect my law office as well as one of the other properties which we own.

A meeting was then held with Tony VanVliet from the Presbyterian Church and Dr. Nudelman as well as Steve Rogers.

I wasn't convinced that a parking district was necessary at that time and didn't believe that I would be able to support a parking district. However, in the past few months, the parking situation has become increasingly difficult and I understand that there is a possibility that a bicycle lane will be placed on one side of 9th Street in the future which will also probably result in the loss of significant parking space.

My law office at 810 SW Madison would be allowed three permits and is in the middle of a triangle which, under the proposed system, would yield 18 permits to the apartment next door (which is on a smaller lot than my law office), 25 permits for my neighbor to the east which is Dr. Nudelman, and 15 permits to my neighbor to the north which is the Presbyterian Church. I believe that is exclusive of the two residences on the Presbyterian property which border Madison and I believe that number would actually be increased.

With regard to the specifics of our situation:

1. My business has seven employees, five part-time who work four hours most days with one working less but in more than two-hour chunks. We also have two full-time employees. We have an estate settlement and estate planning practice with many of our clients being 80, 90, or close to 100 years old, as well as a business practice. We try to have space in our small off-street lot for clients. When a person dies, it is common for a family, such as four or five persons, to come in together. We also hold small corporate meetings in our office as well as hosting accountants and other planning professionals for continuing education programs. We can handle up to six people comfortably in our conference room.
2. We had an incident a number of years ago during a corporate meeting where an 80+-year-old lady parked across the street, fell where our driveway meets the street, and broke her wrist, suggesting that street parking for our elderly clients is not a good option.
3. As a result of the proposed plan, most of my employees would need to park outside of the parking district and in neighboring areas. Additionally, my employees and I do not necessarily bring the same vehicle to work each day, so a permit for one vehicle will not permit another vehicle to be parked.

I have stewed and stewed and stewed over a solution. I want to be a good neighbor. I have concluded that a parking district is necessary and I support a district. I consider it unfair that my neighbor to the east will be permitted 25 permits while permitting three for me. I am concerned that the 50 permits which may be issued to my three very large neighbors will make the permit system essentially worthless for me and my employees.

I considered various alternatives:

1. I considered that permits be transferrable among cars, thereby to a large extent ameliorating the issue which my part-time employees have and the issue of driving different cars. I suggest that business permits be issued to addresses for attachment to mirrors and not issued to specific vehicles.
2. I considered that it may be equitable that the cost for business permits be increased based upon the number of permits issued for an address with perhaps that amount increasing sequentially or, in any event, to an increased amount from \$15 per permit to something like \$75 per permit in order to make an option available but to discourage excessive reliance upon transportation, much like electrical services are billed.
3. I considered that business permits be based upon assessed value. For example, 810 SW Madison has an assessed value of \$212,000 while 760 SW Madison appears to have a

value of a little over twice that, or \$487,000. It seems unfair that the ratio of permits would be something on the order of 8 or 9 to 1. Or with respect to my next-door apartment receiving 18 permits vs. three for my property though the assessed value is not even twice as much.

4. I considered that permits be allocated based upon 250 square feet or 300 square feet, but I am concerned that only makes the problem worse as a practical matter in terms of access to parking within the triangle.

I have concluded that my recommendation is to enact a parking district:

Business

1. For business permits, that they be transferrable from vehicle to vehicle, i.e. hanging permits with a different color each year in order that part-time employees can have access to work in the district or that persons with different cars can be treated fairly.
2. If the City Council is going to enact a system of one permit per 400 square feet, I suggest that it be rounded because I even have concern that, due to my office being slightly less than 1,200 square feet, there might be an interpretation that only two permits would be available to my office.
3. I suggest that the business permit fee, at least after three, be \$75 each.
4. Consider an alternative that business permits be based upon numbers such as:
 - a. 1-3 permits - nominal.
 - b. 4-10 permits - \$75 each.
 - c. 11-20 permits - \$200 each.
 - d. 20+ permits - \$300 each.
5. Consider that business permits have an altogether different schedule such as:
 - a. First 2,000 square feet – six permits.
 - b. Next 8,000 square feet – six permits.
 - c. Next 10,000 square feet – six permits.

Residential

With regard to residential, I recommend one permit per bedroom. The suggested permit system produces the following unfairness:

1. Our 100-year-old house (which was built when there was a railroad track running down 9th Street) is entitled to only three parking permits though it has five bedrooms. What that means is that at least two of the occupants, those who are not entitled to a permit, would be required to park any vehicle outside of the parking district. That just doesn't seem fair or appropriate to do that to permanent residents. It also seems unfair when you consider that 660 SW Madison, which apparently has eight bedrooms, is classified as a group home apparently because it rents bedrooms and it is entitled to eight permits.
2. Similarly, 214 SW 8th Street, which is six apartments and immediately adjoining my office on a lot size which is less than the lot size of my office, is entitled to 18 permits. I suggest that where the number of bedrooms exceeds three that the number of permits be equivalent to the number of bedrooms or that 860 SW Madison be classified as a group home.

Query: Will the Presbyterian Church be entitled to additional permits when the expansion is complete?

Thank you for your consideration.



MEMORANDUM

To: Urban Services Committee
From: Karen Emery, Parks and Recreation Director *KS*
Steve Rogers, Public Works Director *SR*
David L. Phillips, Park Operations Supervisor *DP*
Date: May 6, 2010
Subject: Integrated Vegetation and Pest Management (IVPM) Plan Biennial Review

Issue: The biennial review has been completed for the City's IVPM plan, as required by Council Policy CP 95-7.12.

Background:

The adoption and implementation of the integrated pest management concept is best described as a decision making process to assist the City's vegetation and pest management. The success of the program is based on monitoring pests, establishing thresholds, and developing an implementation strategy based on environmental responsibility and sustainability.

Participation in the IVPM program is "cooperative". An example of an IVPM action is: Parks and Recreation and the Fire Department partnered to reduce non-native vegetation and fuel load on forested lands. During this biennium, Parks and Recreation and Fire have used carefully planned and executed controlled burns in Bald Hill Natural Area and Mary's River Natural Area to alleviate invasive noxious weed species. State and local Fire Department personnel were trained in wild land fire control measures and the City benefitted by fostering native plant communities while reducing fuel loads and noxious weeds.

Initiating public process for the IVPM program is accomplished annually, through the organization of committee meetings. The Pesticide Hot line, on-site posting, and informational Park kiosks are used to initiate and involve the public with vegetation management issues and current communications.

IVPM information sharing is accomplished in a number of ways. 1) The plan has served as a reference for projects which contain elements of vegetation management. 2) The Corvallis Parks and Natural Areas Sustainable Operations Plan has been completed. The integration of IVPM concepts into the operations plan provides for the protection and conservation of resources while addressing efficiencies. The incorporation of IVPM concepts with operational planning assures the implementation of sustainable practices on City properties and in the community. 3) The Pesticide Hotline and IVPM committee meetings provide an opportunity for community-wide information sharing.

Discussion:

The Parks and Recreation and Public Works Departments are no longer required to report to the Oregon Department of Agriculture (ODA) to maintain compliance with the Pesticide Use

Reporting System (PURS). PURS is no longer available, due to statewide budget constraints. Pesticide record keeping, however, remains a requirement of ODA and records of application are compiled and kept on file for all applications on City property. The use report requires the date of use, site, Global Positioning System (GPS) coordinate or address, product brand name, product EPA registration number, amount in units, and the purpose of the application.

The Parks and Recreation and Public Works Departments maintain application records as required but more importantly as a reference for operational staff. The pesticide reports are valuable informational tools providing insight into insect, weed and disease trends. City Staff have integrated the use of GPS technology to record application sites and for mapping. The IVPM is a positive component of the operations of these Departments. Environmental considerations are the basis for developing maintenance standards that meet our community's needs.

Recommendation:

To recommend City Council Approval of no changes to the attached copy of the IVPM Program document.

Review and Concur:



Jon Nelson, City Manager

Attachments:

- 1) Council Policy 95-7.12 – Integrated Vegetation and Pest Management Program
- 2) Integrated Vegetation and Pest Management Plan, March 2002

CITY OF CORVALLIS

COUNCIL POLICY MANUAL

POLICY AREA 7 **COMMUNITY IMPROVEMENTS**

CP 95-7.12 **Integrated Vegetation and Pest Management (IVPM) Program**

Adopted August 21, 1995

Revised November 17, 1997

Revised March 6, 2000

Affirmed May 6, 2002

Affirmed May 17, 2004

Revised October 16, 2006

Affirmed May 19, 2008

7.12.010 **Purpose**

To establish guidelines to ensure an integrated approach to weed and pest control by the City of Corvallis.

7.12.020 **Policy**

To ensure that the City of Corvallis keeps on the cutting edge of environmentally responsible and cost-effective, sustainable vegetation and pest management techniques, the City shall:

- ▶ Adopt and implement an Integrated Vegetation and Pest Management Plan (IVPM).
- ▶ Encourage other agencies and organizations to incorporate the plan into their maintenance operations.
- ▶ Initiate a public process every two years to evaluate the effectiveness of the plan.
- ▶ Inform and educate the public about the City's IVPM activities.

7.12.030 **Review and Update**

The IVPM plan shall be reviewed and updated as appropriate every two years by the Parks and Recreation and Public Works Directors.

CITY OF CORVALLIS

**INTEGRATED VEGETATION
AND
PEST MANAGEMENT PLAN**

SEPTEMBER 2006

City of Corvallis
Parks and Recreation Department
1310 SW Avery Park Drive
Corvallis, OR 97333
(541) 766-6918

IVPM GUIDELINES

Introduction to the City of Corvallis Integrated Vegetation and Pest Management Plan

Goal: To keep Corvallis on the cutting edge of environmentally responsible, cost-effective sustainable vegetation and pest management techniques.

Elaboration of Goal:

This document establishes the principles of and guidelines for an integrated approach to weed and pest control by the City of Corvallis. Such an approach considers both the needs of the human-created systems and the needs of natural systems in which they occur. It is commonly referred to as integrated vegetation and pest management (IVPM) which can be defined as the following:

IVPM is a decision-making process for determining the need and timing for vegetation and pest management interventions and what strategy and mix of tactics to use. IVPM programs use current, comprehensive information on the life cycles of pests and their interactions with the environment. Interventions or treatments are not made according to a predetermined calendar schedule but are made when and where monitoring has indicated that the pest will cause unacceptable hazard to either people, property or the environment.

Offering a number of environmental and economic advantages, IVPM is being increasingly applied throughout the United States. For example, OVPMS standards have been published for the federal park system and implementation of IVPM practices was, in fact, mandated for certain state agencies by the 66th Oregon Legislative Assembly in the 1991 regular session (Senate Bill 262-ORS 634.122 as described in a March 1993 pamphlet published by the Interagency Integrated Pest Management Coordinating Committee). While the City of Corvallis does not fall under the requirements of the Oregon legislature, ecological considerations have helped push several of its programs in the IVPM direction. Adoption by city agencies of the coordinated IVPM approach outlined herein is timely both to capitalize on this momentum and to proactively address environmental, aesthetic, and safety concerns before they result in community polarization.

Weed and pest controls, per se, are only part of an IVPM; the sustainable concept recognizes the interaction between the various plant care programs and environmental factors that can synergistically lead to the development of sustainable Best Management Practices. For example, pest biology and ecology include such factors as pest identification, the life cycle, and in what stages it causes damage (e.g., is there a natural predator for this pest at some stage of its life?). As this IVPM approach is phased in over the next three years, it is expected that chemical pesticide and herbicide use will be minimized and the application of workable alternatives will increase without compromising the function of systems, maintenance standards, employee and public safety or cost efficiency. Alternatives include such things as competitive desirable vegetation, mulches, cultural practices such as irrigation, fertilization, and manipulation

of pest habitat, mechanical and manual controls, physical barriers, water blasting, soap solutions, traps, and lures. New alternatives are continually being developed and it is an essential characteristic of a successful IVPM plan that it allow for experimentation and adoption of improved methods that enhance sustainability objectives. In addition, the appropriateness of management actions is recognized to be context dependent and while the departments of the City of Corvallis share some similar management challenges, they also face unique ones. Accordingly, this document does not attempt to prescribe particular actions in the field but rather outline the IVPM principles and decision-making priorities that will promote achievement of our overall goal.

The success of an IVPM program depends strongly upon the individuals carrying it out. The commitment of the personnel involved and the adaptability of the IVPM program to new findings is to be facilitated by both a bottom-up as well as top-down education and communication protocol. Another essential component of the City of Corvallis IVPM plan is to coordinate the vegetation management efforts fo the Parks and Recreation, Public Works and Fire Departments to assure consistency and to help share advancements, minimize maintenance requirements, and eliminate duplication of effort. Because of the potential of mutual impact and learning, this document seeks to encourage the regular interaction of Corvallis city departments and other public agencies engaged in vegetation management such as Benton County Road and Parks Departments, schools (509-J) and OSU grounds maintenance. To assure that the Corvallis IVPM plan continues to evolve in a manner reflective of the values of this community, provisions have also been made for public education, regular review of public feedback, and annual assessment by an oversight committee composed of citizens and public employees.

The Decision Process

- I. Set area categories based on:
 - A. Uses (soccer field or nature hiking)
 - B. Function (drainage or wetland)
 - C. Aesthetics/expectations (urban park or rural picnic area)
 - D. Special situations (For example: native wild flower areas, scenic areas, habitat preservation areas, sensitive plant communities, etc.)

- II. Evaluate (for each category) which vegetation and pest situations should be considered problems requiring treatments.

Reasons for treatment

- A. Public and employee safety and health (Examples: to prevent fire, maintain traffic visibility)
 - B. Potential for irreversible damage or injury (Examples: damage to shoulders on roadways, holes in turf)
 - C. Potential to increase or spread beyond tolerance levels (Examples: noxious weeds, poison plants)
 - D. Loss of function (Examples: unable to use facilities because of excessive weeds/pests)
 - E. Loss of investment (Examples: planting bed that is taken over by weeds or ruined by insects)
 - F. Loss of aesthetics
 - G. Sustainability
- III. Set thresholds of acceptability for vegetation and pest problems within each area category by establishing the tolerable density of pest population, which may be set at zero, that can be correlated with a damage level sufficient to warrant treatment of the problem.
 - IV. Monitor for the presence of problem vegetation or pests.
 - V. Determine and rectify, if possible, the cause of the vegetation or pest problem (Example: poor plant health due to lack of nutrients or improper watering).
 - VI. Treat stubborn vegetation or pest problems to reduce populations below those levels established by damage thresholds using strategies that may include:
 - A. Mechanical Controls—e.g., hoeing, roguing, mowing, cultivation, mulches, grazing
 - B. Biological Controls—use of another living organism as a predator or parasite; e.g., BT (bacteria for larval control), Milky Spore, Cinnabar Moth for Tansy Ragwort, Parasitic Nematodes for Root Weevil.
 - C. Cultural Practices—manipulating of a standard practice (crop rotation, burning, mowing, mulching, use of certified seed) to achieve pest

population management; e.g., adjust mowing heights to reduce weed seed in lawns.

- D. Chemical Controls—e.g., herbicides, insecticides, rodenticides, fumigants.
- E. Redesign Methods—the right plants, soil and sub soil preparation and/or constructions for the correct settings for the desired function.
- F. Alternative Methods shall be evaluated based on the following criteria:
 - 1. Lowest non-target impact
 - 2. Operationally feasible and safe
 - 3. Cost effective
 - 4. Proven efficiency
 - 5. The desire to minimize the use of chemicals

VII. Evaluate the effects and efficiency of vegetation and pest treatments. Keep accurate records. Modify as necessary.

VIII. Internal Coordination: It is important that all agencies involved maintain open lines of communication to:

- A. Continually review effective management practices;
- B. Listen to and act on issues, problems and concerns associated with management practices;
- C. Ensure that agencies are maintaining two-way communication with the public concerning issues.

IX. Inter-department Communication

- A. Each agency should agree to cooperate via a Memorandum of Understanding.
- B. Each agency should designate an individual within the agency or each department as their IVPM Coordinator to:
 - 1. Ensure that there is ongoing sharing of vegetation and pest management activities and information within departments and agencies via:
 - a. Email
 - b. Hot topic flyers
 - c. Phone calls
 - 2. Ensure that vegetation and pest management activities are shared through their departments and agencies to policy makers.
- C. All members of the group listed below shall participate in IVPM meetings, twice annually, to be hosted by the City Fire Department to:
 - 1. Review guidelines and exchange information;
 - 2. Plan and ensure training for employees;
 - 3. Discuss IVPM issues
 - 4. Share highlights
- D. Each agency/department should maintain records of chemicals and pest treatments applied in public areas.
- E. Every two years, develop a public process to review the effects and effectiveness of the Integrated Vegetation and Pest Management

guidelines.

X. Members

- A. City of Corvallis
 - 1. Public Works
 - 2. Parks and Recreation Department
 - 3. Fire Department
- B. School District 509-J Landscape Maintenance Division
- C. OSU Landscape Management
- D. Benton County
 - 1. Parks
 - 2. Public Works
- E. Citizen Members of IVPM Task Force

XI. Public Information/Education

To ensure that the public is adequately informed regarding the integrated vegetation and pest management activities. The following methods are available and should be utilized:

- A. Periodic reports of management activities through agency or other organizational newsletter, news releases, etc.
- B. Inform the public in multiple ways of pest treatments:
 - 1. Notification through the chemical application phone number so citizens may call for detailed information on areas scheduled for chemical application;
 - 2. Post and date areas that have been treated with chemicals;
 - 3. Utilize FYI section of Gazette Times, local cable channel, and Internet when available to notify citizens as to when chemical applications are being made.
- C. Educational features such as alternative methods of pest control, and highlighting pros and cons, as well as briefs regarding specific chemicals (their uses, toxicities, residual effects) that agencies commonly use, will be shared with the public via newsletters and other media.
- D. Encourage citizens to participate and/or become informed by contacting a designated person within each department or agency for information.

MEMORANDUM

April 26, 2010

To: Urban Services Committee

From: Steve Rogers, Public Works Director 

Subject: Parking District Request

Issue:

The neighborhood bounded by Jefferson, Monroe, 9th and 7th have requested via a petition (attached) consideration of a residential/commercial parking district to manage parking congestion in the area.

Background:

At the request of Stan Nudleman, owner of the office building at 760 SW Madison, and Tony Van Vliet, a representative of the First Presbyterian Church, 114 SW 8th Street, staff organized a neighborhood outreach process that included notice to each property owner and two meetings (meeting notes attached). The request was an outcome of a land use process for the expansion of the church facility. An excerpt from the staff report regarding parking impacts is attached. The outreach and meetings were designed to identify the problem, review potential solutions and develop a final proposed solution. In addition, staff completed a brief parking survey (attached) to identify the level of parking congestion. The survey preceded the church expansion project that anticipates a reduction of 23 off-street parking spaces.

People attending the meetings came to two conclusions. First, that the parking congestion is a real issue, i.e. parking spaces used is in excess of 85%, and the cause is use of the parking spaces in this area by City employees and OSU students. Meeting attendees specifically recommended that the City provide more off-street parking for its employees. Second, that the best solution is a residential/commercial parking district. They also considered two-hour time limits, one-way traffic with angle parking, and a smaller parking district. Of the 27 properties within the proposed district, owners of 23 of the properties have signed the petition.

At the conclusion of the second meeting, participants requested that staff provide a petition form with the specific requirements of the proposed district described. The petition form was used to gather signatures from property owners.

The petition requests that the following parking rules be implemented in the area described above and shown in the attached drawing.

- Between 7:00 am and 5:00 pm, Monday through Friday, vehicles without a permit could park for a maximum of 2 hours
- Vehicles with a permit could park up to 48 hours except in the signed 2-hour parking spaces.
- Residential property owners/renters could purchase one permit per registered vehicle, not to exceed three per property, or kitchen in the case of an apartment building.
- Commercial properties could purchase one annual permit for each employee, not to exceed one permit for each 400 square feet of office space in the building.

The petitioners understand that the permits would be non-transferable, would not apply in any other parking district, that residents could obtain temporary visitor permits and that a permit does not guarantee that a parking space will be available.

Based on the proposal above, staff has estimated the maximum number of permits (without visitor) that might be requested to be 141. The number of parking spaces available is 115.

Discussion:

The following addresses four key considerations for implementation of a parking district.

1. Is there a parking supply problem?

The loss of off-street parking spaces is likely to make parking in this area more difficult to find. Currently, based on staff surveys, parking demand in the morning exceeds 85% of supply. This indicates that additional parking control is warranted.

2. Will a parking district help the problem?

The calculation of the potential for issuing parking permits indicates that parking demand will approach parking supply even if the district is in place. In other words permit holders may not be able to find a parking place. However, the turn over will be improved as drivers without permits will be limited to 2-hour parking instead of all day.

3. Can parking district regulations be enforced?

Enforcement of this additional zone will require a Parking Enforcement Officer to drive through the district a minimum of four times per day, five days per week which equates to a minimum of about 20 additional hours of work per week. Parking enforcement staffing which has remained at 2.75 FTE for twenty years, would most likely have to increase to 3.0 FTE to handle the additional workload. The increased FTE is not included in the proposed FY 10-11 budget.

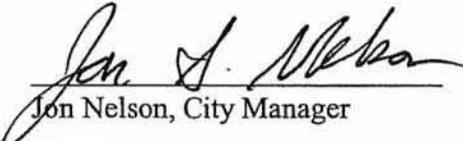
5. Will there be negative impacts?

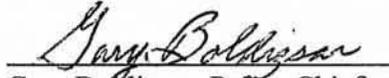
Although a parking duration study was not completed it is clear that some of the current parking use is long term parking by employees outside the proposed district. These are most likely downtown (predominately City) employees and OSU students. These vehicles displaced by the district will move to non-regulated streets in the same area causing the potential for similar problems for other neighborhoods.

Recommendation:

That the Urban Services Committee make a recommendation to the City Council whether to implement the proposed parking district.

Review and Concur,


Jon Nelson, City Manager


Gary Boldizar, Police Chief

Date 2/3/10

PETITION

We, the undersigned, petition the City Council to enact a residential and business parking district that includes properties abutting the following streets:

- 7th Street, Madison to Jefferson
- 8th Street, Monroe to Jefferson
- 9th, Monroe to Jefferson
- Madison Ave, 660 SW Madison to 9th Street

This proposal is based on information that indicates that in this area parking use exceeds the standard used to indicate a parking problem exists (85% of the spaces are occupied). We believe this is due to parking pressures generated from outside the proposed district (downtown employers and OSU). Other solutions that were investigated but rejected include creating 2-hour parking limits and installing parking meters.

We propose that within the district the following parking rules would apply:

- Between 7:00 am and 5:00 pm, Monday through Friday, vehicles without a permit could park for a maximum of 2 hours.
- Vehicles with a permit could park for up to 48 hours except in the signed 2-hour parking spaces.
- Residential properties could purchase one permit per registered vehicle owned, not to exceed three per property (current cost is \$15 per year per permit).
- Business properties could purchase one annual permit for each 400 square feet of office space in the building.

We understand that permits would be non-transferable, would not apply in any other parking district in the city, and that residents could obtain temporary visitor permits. We also understand that a permit does not guarantee that a parking space will be available.

Name	Address	Phone	Signature
516 SW 11th Street	136 SW 9th	SEE OVER	
	128 SW 9th (OSU)		
700 SW Madison	700 SW Madison (ART MUSEUM)	541-754- 1111	[Signature]
660 SW Madison	660 SW Madison (FIRST CHRISTIAN CHURCH DISCIPLES)		[Signature]
602 SW Madison Ave	602 SW Madison Ave	541-753- 2111	[Signature]

PETITIONS

Date _____

PETITION

We, the undersigned, petition the City Council to enact a residential and business parking district that includes properties abutting the following streets:

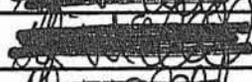
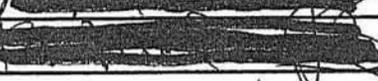
- 7th Street, Madison to Jefferson
- 8th Street, Monroe to Jefferson
- 9th, Monroe to Jefferson
- Madison Ave, 660 SW Madison to 9th Street

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We understand that permits would be non-transferable, would not apply in any other parking district in the city, and that residents could obtain temporary visitor permits. We also understand that a permit does not guarantee that a parking space will be available.

Name	Address	Phone	Signature
1 st Presbyterian Church	114 SW 8 th		
" " "	142 SW 8 th (PORTER HOUSE)		
	861 SW MADISON (MANSF)		
132 SW 9 th	↔ OSU		
OSU	Humanities Center		

Date 2/3/10

PETITION

We, the undersigned, petition the City Council to enact a residential and business parking district that includes properties abutting the following streets:

- 7th Street, Madison to Jefferson
- 8th Street, Monroe to Jefferson
- 9th, Monroe to Jefferson
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- Business properties could purchase one annual permit for each 400 square feet of office space in the building.

We understand that permits would be non-transferable, would not apply in any other parking district in the city, and that residents could obtain temporary visitor permits. We also understand that a permit does not guarantee that a parking space will be available.

Name	Address	Phone	Signature
XXXXXXXXXXXXXXXXXXXX	760 SW MADISON	541-602-XXXX	XXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXX	223 SW 8 th ST. N.W.	541-602-XXXX	XXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXX	219 SW 8 th ST.	541-602-XXXX	XXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXX	226 SW 7 th	541-752-XXXX	XXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXX	227 SW 7 th	805-845-XXXX	XXXXXXXXXXXXXXXXXXXX

MAR 08 2010

Date 1/18/2009

PETITION

We, the undersigned, petition the City Council to enact a residential and business parking district that includes properties abutting the following streets:

- 7th Street, Madison to Jefferson
- 8th Street, Monroe to Jefferson
- 9th, Monroe to Jefferson
- Madison Ave, 660 SW Madison to 9th Street

This proposal is based on information that indicates that in this area parking use exceeds the standard used to indicate a parking problem exists (85% of the spaces are occupied). We believe this is due to parking pressures generated from outside the proposed district (downtown employers and OSU). Other solutions that were investigated but rejected include creating 2-hour parking limits and installing parking meters.

We propose that within the district the following parking rules would apply:

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- Residential properties could purchase one permit per registered vehicle owned, not to exceed three per property (current cost is \$15 per year per permit).
- Business properties could purchase one annual permit for each 400 square feet of office space in the building.

We understand that permits would be non-transferable, would not apply in any other parking district in the city, and that residents could obtain temporary visitor permits. We also understand that a permit does not guarantee that a parking space will be available.

business
ft 2 / *residential*

1/18/2009

Name	Address	Phone	Signature
[Redacted]	245 SW 8 th St.	541-754-[Redacted]	[Redacted]
[Redacted]	227 SW 8 th St.	541-757-[Redacted]	[Redacted]
[Redacted]	861 SW Jefferson Ave	541-503-549-[Redacted]	[Redacted]
[Redacted]	231 SW 9 th Street	541-235-[Redacted]	[Redacted]
[Redacted]	221 SW 9 th St	541-753-[Redacted]	[Redacted]

8th Street parking

Meeting Notes/ September 2, 2009

Issues Identified by Attendees

1. Not enough parking to meet demand
 - Students and downtown employees use parking during the day weekdays
 - Special events and churches use parking evenings and weekends.
 - Businesses/ residents need parking at all times
2. 1st Pres Church will be able to accommodate employees in their off-street parking
3. 1st Pres Church will use off-street area for weekday day care drop off, freeing up some on-street parking

Alternatives Discussed:

1. Parking meters (2 or 4 hour) to reduce weekday parking demand generated from outside the area.
2. Signed time limits (2 or 4 hour) to reduce weekday parking demand generated from outside the area.
3. Encourage City/downtown business to provide more employee parking in the downtown. Same for OSU.

**City of Corvallis
Public Works Department**

**Parking in the 8th Street Neighborhood
Notes from the Public Meeting**

A second public meeting about parking in the 8th Street neighborhood was held on Thursday, December 17, at 5:30 p.m. in the Madison Avenue Meeting Room. The focus of this meeting was to further discuss establishing a residential/business parking district in the area of downtown Corvallis bordered by 9th Street, Monroe Avenue, 6th Street, and Jefferson Avenue. Thirty-seven property owners were invited to the meeting and four people attended.

Reviewed Outcomes of the First Meeting Held in September

Public Works Director Steve Rogers reviewed the notes from the first meeting and received consensus that the residential/business district was the best solution to the parking situation in this area. After discussion, the group agreed the proposal district would be for an area that covered:

1. both sides of 9th Street between Monroe and Jefferson Avenues
2. both sides of Madison from 9th Street to mid-block between 7th and 6th Street
3. both sides of 8th Street between Monroe and Jefferson Avenues
4. both sides of 7th Street between Central Park and Jefferson Avenue

Selected Method to Allocate Parking Permits to Businesses in the Proposed District

The Corvallis Municipal Code on Residential Parking Permit Districts (attached) stipulates the allocation method for residences in a district, which is one permit per registered vehicle owned or operated by a person residing within the permit zone, not to exceed three permits per dwelling unit. Currently, there is only one parking district in the city that includes businesses and they are allocated up to three permits per business to be used by the proprietor or employees while they are at their place of employment.

Several options were discussed for allocating permits to businesses in the proposed district—(1) the same as the residential allocation, (2) the same as the current business allocation in the code, and (3) using a formula based on square footage of office space. The third option was the preferred method and the consensus reached was to provide one permit for every 400 square feet of office space in a building.

Selected Hours the Parking Would Be Restricted in the Proposed District

After a brief discussion, the participants decided to propose a district that restricted parking from 7 am to 5 pm, Monday through Friday. This would mean that during those times parking would be restricted to two hours unless the vehicle displayed the proper parking district permit.

Updated on Next Steps

Public Works Director Rogers outlined the next steps if the neighborhood wanted to move forward with the process. First, a petition would need to be signed by a majority of property owners in the district indicating support for the proposal. If a majority of signatures were gathered, City staff would write a report to the City Council, explaining the proposal and seeking their approval. If the Council approved the formation of the district, staff would install signs in the area with the new restrictions noted and contact property owners for permit issuance.

Issue 1

"The loss of 23 parking spaces violates the Land Development Code (LDC) standards for the above development."

The applicant has submitted a Conceptual and Detailed Development Plan (Planned Development) application, with a request to provide 21 on-site parking spaces. If approved, this number of spaces would become the new off-street parking standard for the subject site. The December 31, 2008, Staff Report to the Planning Commission provides a detailed analysis of the proposal's compliance with LDC Chapter 4.1 - Parking, Loading and Access Requirements (**Exhibit VI. 8-21**). In most circumstances new development is required to provide off-street parking. In the subject application, a number of factors figured into the Planning Commission's decision not to require off-street parking associated with the proposed 6,444 sq ft building addition, and approve 21 off-street parking spaces as the new standard.

- First, the subject site does not have, and has never had, on-site vehicle parking consistent with current or recent LDC standards. This is because the original First Presbyterian Church was constructed in 1909, Education Hall was added in 1928, and the Jones Wing was added in 1969. During the earliest times, there were no vehicle parking requirements, and as recently as the mid 1980's the lots where parking is now located, were developed with single-family detached homes. As a result of this development pattern the First Presbyterian Church historically relied on street parking to accommodate parking needs.

The Planning Commission echoed this point when deliberating on the application. The Planning Commission noted that the Church purchased the adjacent lots to the west of the Church buildings, and removed the structures built on them, to achieve their long term goal of adding a new structure. This is evidenced by the Historic Preservation Permit application submitted in 2002 (**Exhibit VIII**), which requested approval to construct an addition on the adjacent lots. In purchasing the adjacent lots, temporary off-street parking was provided to a use that historically had no off-street parking. Consequently, any permanent parking associated with the proposal could be considered as an increase in parking spaces, rather than as a reduction to them.

- Second, because the uses within the church have evolved in a legally nonconforming manner, prior to the current Code's minimum on-site parking requirements, the current 44 on-site parking spaces satisfy the parking requirements for the current church facilities per LDC Section 4.1.20.d. This section requires new parking proportional to the intensification of uses, but not for the original Use. Because the Church has never had any off-street parking except that provided on adjacent lots since the mid 1980's, and these parking spaces have not been formalized through any land use or building permit approval, the actual amount of approved, City standard off-street parking is zero. Additionally, the Church is not required to provide the amount required by current standards if the use is not expanded or intensified.

In reality, the adjacent lots provide approximately 44 vehicle parking spaces that are used exclusively by visitors and employees of the First Presbyterian Church. As discussed in more detail in the Staff Report to the Planning Commission (**Exhibit VI. 8-21**), it is the displacement 23 of the 44 parking spaces that is most pertinent to the compatibility of the project with surrounding uses, relative to parking.

- Third, the application states on page 28 of the application (**Exhibit VI.97**);

"...the intent of the proposed addition is to relocate activities from an existing space within the 1928 addition to the new building. An increase in overall capacity of the church is not the motivating force behind the subject proposal, and the applicant intends to maintain current activity levels at the church."

More detail regarding uses of the new addition is given on page 9 (**Exhibit VI.78**) of the application, which states,

"...The fellowship hall is used for a wide variety of functions, including bible study classes, after-service coffee hour, lectures, wedding receptions, and memorial services....As a result of relocating the fellowship hall, the existing second floor facility will be converted to a practice room for the church's choir and also used for adult education classes; activities that currently take place in other portions of the church."

These statements clarify that the primary purpose of the addition is not to expand or add uses, but to relocate existing uses to a more suitable facility. Land Development Code Section 4.1.20.g requires the total required vehicle and bicycle parking to be based on the sum of requirements of each individual use. However, in determining the sum of requirements for religious assembly uses, it is common to base the required parking on the floor area or number of fixed seats where weekly services are held. This is because weekly services typically generate the largest parking demand. In the case of the First Presbyterian Church, weekly services are held on Sundays in the Sanctuary. Other uses, such as Sunday school, may occur during Sunday services but don't actually generate a need for additional parking. Likewise, office uses or meetings may occur within a religious assembly facility throughout the week, but additional parking would not be required if these activities generated less parking demand than weekly services and would not occur synchronously with those weekly services.

In summary, the applicant is requesting to create a new standard for this facility's required off-street parking through the Planned Development process. The proposed standard is 21 vehicle parking spaces, and these spaces would be located in the general area where approximately 44 spaces are now provided. Provision of 21 parking spaces is not within the range of spaces required by the LDC for the given uses of the Church. However, based on the December 31, 2008, Staff Report, and findings made during January 21, 2009, deliberations, the Planning Commission found:

- That the Church has never had off-street parking, so it is not possible, nor required to meet current LDC parking standards;
- The proposed addition would not result in an intensification of uses requiring new parking;
- Existing parking problems identified by testimony in opposition to the proposal are not created only by the First Presbyterian Church, but by all other uses in the vicinity that also do not provide the LDC standard amount of vehicle parking. These conditions result in extensive use of streets to meet parking demands. As such, the onus for addressing any parking problems in the area is on all surrounding uses, not just the applicant.

The Planning Commission found that any negative impacts resulting from the proposed standard of 21 on-site parking spaces would be off-set by a number of compensating benefits. Benefits identified in the December 31, 2008, Staff Report include (**Exhibit VI.15**):

- ▶ An efficient use of land through shared on-street parking;
- ▶ Facilitation of infill development in the Central City, which helps maintain a compact urban form;
- ▶ Prevention of new pollution-generating and impervious surfaces;
- ▶ Facilitation of civic and religious assembly uses in the Downtown Residential Neighborhood and Central City;
- ▶ Support for uses in a historic building, which facilitates its continued viability;
- ▶ Continuation of existing and desired neighborhood characteristics which would potentially be damaged through requirements for a 1 acre parking lot, or on-site parking structure.
- ▶ Location of uses near transit services and bicycle lanes, which can promote alternative modes of transportation and potentially alleviate vehicle parking demands.

The Planning Commission also noted that, though the site is within the Central City and Downtown Residential Neighborhood, unlike nearby uses in the Central Business District, it is not eligible to pay fees in lieu of providing LDC standard parking. However, the Planning Commission noted that the site is in a location that, to achieve a successful mixed use area, should rely on street parking to make the broader downtown area compact and walkable. Additionally, the Planning Commission modified Condition 4 to require eight additional bicycle parking spaces, for a total of 32 spaces, 16 of which would be covered. In applying this condition, the Planning Commission strengthened the finding that the uses and location of the site support alternative modes of transportation, alleviating impacts that may be created by providing less than the LDC standard amount of vehicle parking.

Issue 2

"The parking study by Devco is invalid because of significant conflict of interest, since they are involved in the development of this project and therefore had a financial

Madison Avenue and 8th Street Parking Utilization Survey - 2009

		Madison Avenue		8th Street			
Number of spaces occupied on this date at this time		9th to 8th (12 spaces available)	8th to Art Center (7 spaces available)	Jefferson to Madison (18 spaces available)	Madison to Monroe (23 spaces available)	Total Available Parking (60 spaces available)	Percentage Utilization
27 Oct 09	10:00 AM	10	7	16	23	4	93.30%
27 Oct 09	03:00 PM	8	6	15	18	13	78.33%
29 Oct 09	10:00 AM	11	7	13	22	5	91.66%
29 Oct 09	03:00 PM	12	4	12	16	16	73.33%

MEMORANDUM

May 10, 2010

TO: Mayor and City Council
FROM: Nancy Brewer, Finance Director *NB*
SUBJECT: Reimbursement Resolution for the 2010 Bank Loan

I. Issue

The City is in the process of securing a bank loan to fund several capital projects associated with public safety. A resolution is required to allow the City to reimburse itself for costs incurred prior to closing the loan from the proceeds of the loan.

II. Discussion

The FY 09-10 and FY 10-11 Capital Improvement Program (CIP) includes several projects that need to be completed to better address public safety and energy efficiency. These projects had been originally planned to be funded using cash reserves. However, the City's cash balances have been drawn down to historic lows. Borrowing monies to complete these important projects will allow the public safety issues to be addressed while balancing costs over the next several years. Specific projects to be funded include:

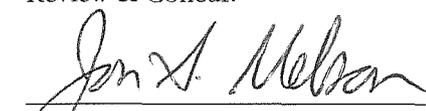
Law Enforcement Fenced/Paved Compound	\$91,800
Muni Bldg/Majestic Seismic	351,000
Moose Bldg/Parking Lot/Restroom	244,360
City Hall Seismic/Energy Efficiency	506,310
Fire Dept Prop Acquisition/Facility Relocation	<u>896,000</u>
TOTAL	\$2,089,470

The Moose Building project bid has been awarded and construction is expected to begin in late May or early June. The other projects are in varying stages of pre-design, design, or bidding processes. The attached resolutions will allow the City to re-pay monies advanced for work from loan proceeds at the time the loan is secured, currently planned for August 2010. Approving these resolutions will not require the City to re-pay advances, but will provide the flexibility to do so if desired. The resolutions are written with the loan amounts higher than actually anticipated in order to ensure the amounts are adequate in case the project costs increase and the financing is for more than originally anticipated. Similar resolutions have been approved by the City Council for other projects where the City is borrowing monies.

III. Requested Action

Approve the attached resolution authorizing reimbursement of costs and advances for the above stated projects.

Review & Concur:



City Manager

RESOLUTION 2010 -

A RESOLUTION SETTING FORTH THE OFFICIAL INTENT OF THE CITY TO REIMBURSE CERTAIN CAPITAL EXPENDITURES OUT OF THE PROCEEDS OF OBLIGATIONS TO BE ISSUED IN CONNECTION WITH THE ACQUISITION, CONSTRUCTION AND INSTALLATION OF VARIOUS CAPITAL PROJECTS.

Minutes of the Meeting of May 17, 2010, continued.

A resolution submitted by Councilor _____.

WHEREAS, the City is currently in the process of planning various capital improvements, including constructing a law enforcement fenced/paved compound; completing the Majestic Theatre Seismic upgrade; demolishing the Moose Building and constructing a parking lot and public restroom; constructing the City Hall Seismic upgrade and replacing the windows in the west wing; and constructing a Fire Drill Tower and Facility (collectively, the "Projects"), the costs of which the City intends to finance out of proceeds of a loan, the interest of which shall be excluded from gross income under Section 103 of the Internal Revenue Code of 1986, as amended (the "Code") or eligible for subsidy or tax credit under the American Recovery and Reinvestment Act of 2009, to be issued in an amount that, based on current estimates, will not exceed the aggregate sum of \$2,100,000 (the "Loan"); and

WHEREAS, the City has incurred, or will incur in the future, expenditures relating to the Projects, all within the meaning of Treasury Regulations §1.150-2(f)(2), and will continue to incur from time-to-time additional costs of acquiring, constructing and installing the Projects (such expenditures and costs of the Projects incurred and paid prior to the issuance of the Bonds being herein collectively called the "Pre-Issuance Expenditures"), which Pre-Issuance Expenditures, in accordance with the budget for the Projects and the City's operating budget, will ultimately be financed out of proceeds of the Loan as and when such Loan is issued; and

WHEREAS, pending the issuance of, and the availability of the proceeds derived from the issuance of the Loan, the Pre-Issuance Expenditures have been and will be paid on an interim basis out of moneys which, in accordance with the City Budget and budgetary practices, are not and will not be available on a long-term basis to pay such costs (the "Advances"), with the expectations and intent that the City will be reimbursed for all such Advances out of the proceeds of the Loan as and when the same are issued;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CORVALLIS RESOLVES as follows:

Section 1. The Council hereby declares its intent to finance all Pre-Issuance Expenditures out of the proceeds of the Loan as and when it is issued, and to reimburse itself out of the proceeds of the Loan for all Advances made for the purpose of paying on an interim basis all Pre-Issuance Expenditures. The City acknowledges that such reimbursement from Loan proceeds may be made only to the extent that all other applicable requirements of Treasury Regulations §1.150-2 are met with respect to the Loan, the Pre-Issuance Expenditures, the sources of funds used to make the Advances and such reimbursements from Loan proceeds, but intends, and hereby directs all City officials and personnel, to take lawful actions as may be necessary or appropriate in order to ensure that the Advances may be reimbursed from Loan

proceeds to the fullest extent permissible by law.

Section 2. This resolution is intended to constitute an official declaration on the part of the City to reimburse itself out of the proceeds of the Loan reasonably expected to be entered into by the City, Pre-Issuance Expenditures made not more than sixty (60) days prior to and following the adoption of this Resolution, except for preliminary expenditures in an amount not exceeding 20% of the Loan proceeds or Pre-Issuance Expenditures which do not exceed the lesser of \$100,000 or 5% of the Obligation proceeds. Preliminary expenditures include architectural, engineering, surveying, soil testing and similar costs incurred prior to commencement of acquisition, construction or rehabilitation of the Projects, other than land acquisition, site preparation and similar costs incident to commencement of construction.

Section 3. The City shall make the reimbursement allocation from the proceeds of the Loan to the respective fund or accounts of the City from which the Advances were made no later than eighteen (18) months after the later of the date of the expenditure or the date the Project is placed in service, but in no event more than three (3) years after the date of the expenditure. The City acknowledges that such reimbursement from Loan proceeds may be made only to the extent all other applicable requirements of Treasury Regulations §1.150-2 are met.

Section 4. Within 30 days after the date of adoption of this resolution, the City Recorder shall make a certified copy hereof available for public inspection at City Hall, 501 SW Madison, and shall keep such certified copy available for public inspection at City Hall until the Loan has been issued.

Section 5. This resolution shall take effect immediately upon its adoption by the Council.

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

Attest:

City Recorder

Louie, Kathy

From: David M Hamby [ward8@council.ci.corvallis.or.us]
Sent: Saturday, May 15, 2010 12:29 PM
To: Louie, Kathy
Cc: ward8-web-archive@council.ci.corvallis.or.us
Subject: [Fwd: <web>Sustainability funding fees]

Kathy,

Please include as part of the record. Thanks,

David

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

Subject: <web>Sustainability funding fees
From:
Date: Fri, May 14, 2010 3:29 pm
To: ward8@council.ci.corvallis.or.us

This is an inquiry e-mail via Contact Us form:
Jim Waller

prefer phone contact: no

Councilor Hamby,

I'm a residential property owner in ward 8.

I believe the proposed funding for these sustainability initiatives is a tax on property. Reference: Article XI Oregon Constitution (2009 Edition) Section 11b(2)(b) states a tax is any charge imposed by a governmental unit upon property or upon a property owner as a direct consequence of ownership of that property except incurred charges and assessments for local improvements; and Oregon Revised Statutes (ORS) 2009 Edition 310.140(18) states tax on property means any tax, fee, charge or assessment imposed by any government unit upon property or property owner as a direct consequence of ownership of that property, but does not include incurred charges or assessments for local improvements.

These proposed sustainability initiative fees are a tax on property and may exceed the constitutional limitations imposed by Oregon ballot measure 5 (1990) and ballot measure 47 (1996).

Please accept my e-mail as citizen input for the City of Corvallis council meeting.

Thanks, Jim Waller

--
David Hamby
Corvallis City Council, Ward 8
738-6204 (home)

Mullens, Carrie

From:
Sent: Saturday, May 15, 2010 1:37 PM
To: City Manager
Subject: <web>Support of Transit Fees

Importance: Low

This is an inquiry e-mail via Contact Us form:

Mike Volpe

prefer phone contact: no

My name is Michael Volpe, and I currently live at Crystal Lake Drive in Corvallis. I feel that applying a transit fee is essential for the continued livability of Corvallis as a growing city. The city needs a transit system to reduce carbon emissions, the use of gasoline, and reduce traffic congestion that occurs on our roads. As Corvallis grows, these reductions will be even more essential for the livability here. I would appreciate your support for the transit fee that will be added on to the utility bills. Thank you for your consideration.

Louie, Kathy

Subject: RE: Please submit the following comments to City Council for consideration...

From: Van Driel, Alicia
Sent: Friday, May 14, 2010 10:21 AM
To: Rogers, Steve
Subject: Please submit the following comments to City Council for consideration...

After discussing the parking issue with other employees we would like to submit further comments:

1. Although buses, van pools and shuttles will work well for some people, it is highly restrictive in several ways. It will add up to 1/2 hour or 1 additional hour each way depending on where you park and how the bus schedule runs.

Many of us live out of town; Alsea, Salem, Lebanon, Sweet Home, Dallas, Albany, Eugene, and Philomath. For us, the bus option would make our commute 3-4 hours total instead of 2 or less than 2 hours.

1. Parking a car and taking a bus adds on anywhere from 1/2 hour to an hour EACH way. Most of us do not have flex schedules and must arrive on time - adding to our already long commute. If the goal is to have a work force that does not drive to work, the city may want to consider implementing a hiring requirement that employees live in the city limits. That would eliminate some of the problems for the work force that exists in City Hall and other downtown areas. It is not fair to recruit from all over the valley and not offer parking for those commuters. Especially when the managers are all given parking spots and must not face the challenges of getting here on time while driving around and around trying to find a parking spot.

2. Vehicles would not be available to go home for lunch and check on elderly parents, dogs and children. This is a problem for many of us. We choose to live and work in rural areas. The high level of efficient and convenient transportation that exists in large cities is not offered here.

3. Doctor dentist, vision, and business appointments accomplished during lunch hours would take much more time, thus more time away from work.

4. City Hall does not have enough space for all of us to be in the break room during lunch. Personally, I take a little nap in my vehicle at lunch because I have health issues which cause fatigue. It affords me a restful place to nap, relax and eat a lite lunch when there is no room in our tiny break room.

5. The City of Corvallis seems to be attempting to resolve an issue for residents but is creating an issue for employees. Our building was not allowed ANY parking passes in the proposal like all the other businesses were. Why are we being singled out?

6. It seems there is a community issue revolving around the church's parking which is greatly affecting the rest of the community. Perhaps when a mistake is made it should be corrected instead of compounding it by creating more restrictions for others.

7. Lastly, the designated parking lot that sits next City Hall and was created for use by City Hall is limited by 2 hours spots, private parking for managers and other Benton County officials. Why are we not allowed to use our own parking lot?

Thank you for your consideration.

*Alicia VanDriel
City of Corvallis
Development Services
541-766-6929
alicia.vandriel@ci.corvallis.or.us*

Valley & State

ROOT CONCERN

Pesticide-free parks pose challenges

Ashland could learn from Lincoln City's experiences with banning use of chemicals

By [Vickie Aldous](#)
Ashland Daily Tidings
May 14, 2010 2:00 AM

Lincoln City's move three years ago to eliminate pesticides in its parks was going smoothly until this spring.

That's when people noticed a surge of weed growth because the lingering effects of herbicides had worn off, said Lincoln City Parks and Recreation Department Director Ron Ploger.

"This year during the months of February, March and April, we spent 260 staff hours with people on their hands and knees weeding," he said.

Back when the department was applying chemical pesticides, parks workers would spend 60 hours during those three months treating weeds, Ploger said.

The coastal town's experience in going pesticide-free may offer lessons for Ashland.

On May 24, the Ashland Parks and Recreation Commission will consider whether to adopt a new policy directing the Ashland Parks and Recreation Department to "work to reduce or eliminate" the use of pesticides. The commission meets at 7 p.m. in the Ashland Civic Center, 1175 E. Main St.

Ploger said this spring's heavy growth of weeds didn't come as a surprise.

Based on his past experiences, a consultant Lincoln City hired to help with a parks master plan warned of heavy weed growth in the third year of going pesticide-free, Ploger said.

Ploger said his parks department hasn't saved much money from not purchasing chemicals, since they're relatively inexpensive.

The department added an extra half-time worker to help deal with weeds, but still can't keep up.

It has had to neglect tasks ranging from manicuring trees to pressure-washing and painting trash

cans, he said.

"Those things have had to take a back seat to weeding," he said.

Ploger compared weeding to painting the Golden Gate Bridge. It has to be done constantly and the work never ends. He said the Lincoln City parks department probably will change landscaping beds from designs with clumps of single plants to designs with spreading ground cover to prevent weed growth.

The department has had marginal success using wine vinegar acid, a byproduct of the wine industry, to kill weeds before they grow. The acid can burn the eyes and skin of workers, so they have to wear protective masks and suits, Ploger said.

"It's a tough one. People don't like the sound of using chemicals, but some studies have found that organic pesticides are more dangerous. They think they're safer because they're organic, but some organic-based pesticides are more toxic to humans and the environment than regular pesticides," Ploger said.

Corn meal gluten was supposed to prevent weed regrowth, but nitrogen in the gluten actually promoted weeds, the department found.

Lincoln City hasn't tried to rely on volunteers to do manual weeding because volunteers tend to be enthusiastic at first, but then the work eventually shifts back to staff, Ploger said.

In Ashland, residents who are advocating for pesticide-free parks have said they will help with manual weeding. A local Soroptimist Club, a service group for women, agreed in April to adopt Garden Way Park so that it can become pesticide-free.

For the past decade, the Ashland parks department has received weeding help from volunteers in places such as Glenwood Park.

Lithia Park is already pesticide-free from the children's playground on down to the entrance, said Ashland Parks and Recreation Director Don Robertson.

Both parks departments in Lincoln City and Ashland avoid using herbicides in large lawn areas by testing the soil, using lime fertilizer and setting mower blades higher to allow grass to crowd out competing weeds, Robertson and Ploger said.

The Lincoln City parks department stopped using insecticides to kill crane flies, the larvae of which eat grass roots, Ploger said.

"We let the seagulls peck at them and eat the larvae," he said.

The change has been good for people and the environment, Ploger said.

"Insecticides are indiscriminate killers. They kill beneficial nematodes and earthworms," he said.

While the move to go pesticide-free has been citizen-led in Ashland, Ploger said in Lincoln City, it was parks staff members who went to the parks board and the Lincoln City Council to inform them

that parks would become pesticide-free.

Parks staff members warned Lincoln City officials that some areas might not look as nice, or might suffer from pests, but parks board and City Council members were very supportive, according to Ploger.

The parks department did reserve the right to use pesticides on invasive plants such as Japanese knotweed, which can grow back from even a scrap of root and ruin wetlands, he said.

Lincoln City's master plan consultant predicted the parks department would reevaluate its decision to go pesticide-free three years after making the change, Ploger said.

That prediction also has proven accurate.

Ploger said parks staff members plan to return to Lincoln City officials to tell them the parks department is going to start using pesticides again in some areas.

Ploger said the department will use pesticides on Highway 101 medians, since it's not safe to have workers weeding when tourist drivers are gawking at the ocean and local businesses.

Parks workers also will start spraying weed-killing herbicides in places such as planter boxes and along curbs. But they will not spray lawns and playgrounds where kids and adults recreate, Ploger said.

He said cutting pesticides has caused more work for the parks department, but on the whole, it has been a positive step for Lincoln City.

Even after parks workers start using pesticides again in some areas, there will still be a reduction in overall pesticide use compared to several years ago, Ploger said.

"We have a 380-acre park system. We estimate we will apply pesticides to less than one acre after we modify our practices," he said.

Staff writer Vickie Aldous can be reached at 541-479-8199 or vlaldous@yahoo.com.

WILLAMETTE

 Association of REALTORS®

2227 Santiam Hwy., SE, Albany, OR 97322

TO: Mayor Charlie Tomlinson
Councilor Mark O'Brien, Councilor Patricia Daniels, Councilor Richard Hervey
Councilor Dan Brown, Councilor Mike Beilstein, Councilor Joel Hirsch
Councilor Jeanne Raymond, Councilor David Hamby, Councilor Hal Brauner

FR: Amanda Dalton
Willamette Association of REALTORS®
amanda@daltonpr.com

RE: Proposed Sustainability Fees

May 17, 2010

On behalf of the Willamette Association of REALTORS® and our 450 members working and living in and around the City of Corvallis we would like to express our concerns with the proposed package of Sustainability fees.

We agree with the majority of the public response on this matter in that the proposed package of fees are not fees at all and rather a collection of taxes that should be presented as such and ultimately decided by a vote of Corvallis residents.

A fee is meant to cover the costs of a program, and not merely raise revenue levels as presented by staff during your advisory commissions outreach. In addition, a fee must have a sufficient nexus between the fee payer and the services being provided, of which we believe the proposed do not.

Subsequently, a tax is something to raise revenues and does not need to have a sufficient nexus to the services provided to the tax payers, and we believe more adequately represents the proposed package.

In addition, we have the following concerns and comments on the proposed 'green fees' package:

- In today's economy, there is a significant difference between "nice to haves" and "gotta haves." We urge the Council to reconsider bringing forth this package of new fees, new programs and new financial liabilities into the City budget at this time and focus solely on core government services, specifically police, fire and economic development.
- Regarding the specific items for consideration we offer the following opinions:
 - Methodology: We strongly oppose any and all fees tied to the trip-generation methodology outside of the street maintenance fee.

- Implementation: We urge the Council to refer any proposed fee/tax increases to a vote of Corvallis residents.

Commenting specifically on individual fees, our concerns are as follows:

- The highest fee proposed, the Transit Fee, we believe is most vulnerable of the proposed “fees” in that it has the least nexus between the majority fee payer and the services being provided to a very limited audience, currently 27 average rides per bus hour. We also include in this category, the proposed alternative modes fee. We strongly oppose using the trip-generation model to assess a fee for free community transit and expanded bicycle lanes, from a methodology used to assess road usage and demands. In addition, we stress the poor timing of passing an alternative modes fee without a project specific list.
- Sidewalk Maintenance – Again, we do not believe now is the time to expand the City’s financial responsibilities. Other cities have been successful at implementing their city ordinances requiring property owners to maintain sidewalks, including using property liens if the maintenance is not kept up or if the City is required to repair the sidewalk. In addition, low interest loans with current funds could provide a long-term self-sustaining program for low-income property owners. We urge the Council to maintain current policy of sidewalks and trees as the responsibility of the adjacent property owner.

We are greatly concerned about the lack of business outreach and staff presentations regarding the commercial fee aspect of this proposal. In addition to our above general comments and concerns, we do not feel that tying the ITE Trip-Manual rate and methodology for non street-maintenance fee purposes is fair or equitable given the proposed initiatives. We have requested additional clarification on the proposed commercial rates to your Administrative Service Committee and to-date have seen no data pertaining to the impact these fees will have on Corvallis businesses and commercial property. As represented it appears a Home Depot type commercial development could foresee paying anywhere from \$2,516 to \$7,430 in new fees annually to support this package of Sustainability fees.

In conclusion, we have significant concerns with the proposed fees to both shore up budget shortfalls, rather than cover specific costs incurred by specific users, and create new programs and increased financial liabilities at time when not only our economy but our City budgets are strapped. We appreciate the City’s commitment to Community Sustainability; however we do not believe the proposed fees are financially sustainable for Corvallis residents and its current and future businesses.



Editorial: Form, timing of 'green' fees need work

Posted: Monday, May 17, 2010 9:15 am

The Corvallis City Council could take action as early as tonight on a proposal to pass three so-called "sustainability fees" that would add about \$50 a year to the utility bills of city residents.

We think it should hold off for at least a couple of weeks — at least long enough to schedule a public hearing on a Monday evening before the full council.

Do we think that would make any difference in the final vote? Frankly, we doubt it: The way we size up the council, we think it is likely to pass the sustainability fees on a 5-4 vote.

But we think it still would be worthwhile for all the councilors to hear from a wide variety of proponents and opponents.

The fees, which would help pay for three city programs each with some sort of tie to sustainability, were the subject of one previous public hearing, last month before the council's Administrative Services Committee. But that hearing was held in the afternoon, when that committee typically meets, and that schedule makes it difficult for some people to attend.

Here are the three fees that the council will take up tonight:

- One fee, for \$2.75 a month or the average price of gasoline for the previous year, whichever is higher, would help stabilize funding for the city's bus system. All rides would be free and service would be expanded.
- A second fee, for 80 cents a month, would allow the city to take over sidewalk maintenance.
- A third fee, for 50 cents a month, would help pay for bicycle and pedestrian facilities.

The Administrative Services Committee voted to table two additional fees — 50 cents a month to have the city take over public tree maintenance and 80 cents a month to pay for energy reduction and renewable-energy education. But those could be resurrected by the full council.

We don't doubt for a second that the intentions behind these fees are honorable. And the overall goal of creating a more sustainable community is worthwhile.

But the timing is awful: This is a time, as the council well knows, to be careful about increasing the financial load on its citizens.

And to our eyes, these proposals — at least as presented to the council thus far — do not yet seem fully formed.

Even the proposal that we find the most intriguing, the one to offer free bus fares and expand bus service, has a critical unanswered question at its heart: Will free fares and expanded service substantially increase the number of riders?

So why not allow more time to pose those questions and engage the community in broader debate?

What could possibly be gained by ramming these through — unless the idea is to give a head start to the citizens who will be rushing to refer the fees to the ballot?

I support the proposed Sustainability Fee for Transit Services

May 2010
Corvallis, Oregon

Print Your Name

Sign Your Name

1. Susan Hyne
2. Joshua Standig
3. Karen Heilesen
4. Debby Vajda
5. DAVID KIMDON
6. Janelle Loh
7. Judy Hecht
8. Nancy BAUMEISTER
9. Joey Kimdon
10. Austin Bruce Hellock
11. April Hall Cutting
12. Jodi Coleman
13. Anne Annette
14. Bruce Heck
15. Craig Hall Cutting
16. David Demaree
17. Michael Volpe
18. Linda Harris

I support the proposed Sustainability Fee for Transit Services

May 2010
Corvallis, Oregon

Print Your Name

Sign Your Name

19 Greg Craven

20 Xochitl Morones

31 Lexia Devi

Juan DuBoise

33 Margaret Hough

6. _____

7. _____

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15. _____

16. _____

17. _____

18. _____

Louise Marquering

Corvallis, OR 97330

May 17, 2010

To the Corvallis City Council:

Regarding general extension of approved Land Development applications

- **How many times will expiration dates be extended?**

What if the economy doesn't improve in a year or five years or even ten years? What standards will be used to determine that economic conditions have improved or not improved? By approving this general extension of all applications you are setting a precedent. How long will the city council continue to extend the application expiration dates? In a year or three years or five years would you still do blanket extensions? What would prevent you from extending an application expiration date in the future? How would that circumstance differ from what you are deciding tonight?

- **Extensions under the old land development code?**

I am concerned about extending a general approval to all applications. Some of those are still under the 1993 LDC. How long are we going to continue allowing development under that old code?

- **A better tracking system for development applications?**

Since 2004 staff said there have been, I believe, 834 approvals, yet they cannot determine which of those been completed. Staff said they would have to manually search through the applications, therefore they prefer this general extension of all applications. It is difficult to believe that there is not a better system for tracking the status of applications.

- **Suggestions for the LDC update.**

This is a request that you pay attention to the comments made by some of the members of the Planning Commission. Jennifer Gervais wondered why approved land use applications have expiration dates. If the application doesn't change and the LDC doesn't change, why does there need to be an expiration date? Tony Howell said the expiration dates are important because other circumstances may have changed, for example, other construction could have taken place and that could impact original traffic studies. He went on to say that we do not look at the entire picture in approving applications and we should. We have all observed the impact of parking in the area near Chintimini Park as the result of individually approved applications. Each application is looked at in isolation rather than as part of an over-all plan. I suggest that as the city considers changes to the LDC the issue of expiration dates and impact of multiple developments in an area be moved to a higher priority on the list.

To: Corvallis City Council
From: Ron Marek
Re: Proposed Parking District
Date: May 17, 2010

Ron Marek – My wife and I own:

810 SW Madison Avenue – Law Office
858 SW Madison Avenue – Residential – 2 B.R.
860 SW Madison Avenue – Residential – 5 B.R.

I support the concept of a parking district, but only as modified. I understand that no ordinance has been drafted. I recommend the Council approve the concept of a district, but not all of the details as proposed.

Problems with the parking district as proposed:

1. Residential

- a. SHOULD ALLOW 1 PERMIT PER BEDROOM. I feel like I am being evicted from my own neighborhood to make room for the Presbyterian Church expansion – which I supported in Council testimony. Several tenants would not be permitted to park on the street near the property. This is a terrible inconvenience.

The alternative of renting out rooms on a room-by-room basis in order to obtain group residential status (which would allow 5 permits) is not sound social policy for this residential neighborhood. (The Disciples House on the corner of 7th and Madison has 8 BRs and, therefore, an entitlement to 8 permits.) The motion to amend to 1 permit per bedroom died for a lack of a second in the prior committee (but only two members were in attendance).

- b. PATENT UNFAIRNESS as drafted. The tiny 6-plex next to my office with 2 BR units would be authorized to have 18 permits (3 per unit).
- c. A 48-HOUR RESIDENTIAL LIMIT MAKES NO SENSE IN A RESIDENTIAL DISTRICT and is not part of any other district. This would preclude a resident from anything more than a 48-hour vacation and would require movement to outside the district every 48 hours.

(over)

2. Business Permits

- a. MINIMUM NUMBER. Should specify that a business is authorized a minimum of 3 permits. My office may be less than 1200 square feet. 3 permits is the minimum and maximum on Monroe.
- b. TRANSFERABILITY. Business permits should be transferable in order to accommodate part-time employees who work more than 2 hours but less than full time. More than half of our employees work in segments of more than 2 hours but less than 5 hours due to family priorities. Hanging tags on a mirror would be acceptable. I believe this is in the plan you are considering, but not the plan on the staff report which predated the Urban Service review.
- c. FORMULA INEQUITIES. This proposed district changes the formula for business permits in a huge way. Problem: Too generous to the two entities proposing the district. As drafted:
 - i. The old Corvallis Municipal Building could receive 25 permits.
 - ii. The Presbyterian Church could receive 15 permits. (Note: it is unknown to me if there would be a further allocation for the 6,444 square-foot community center being constructed.)
 - iii. Note: Monroe Street businesses are allocated 3 permits.
- d. SOLUTION. Formula Revisions:
 - i. First 2,000 square feet = 6 permits.
 - ii. Next 8,000 square feet = 6 permits.
 - iii. 10,000 or more square feet = 3 permits per 5,000 square feet.

3. BUSINESS PERMIT COST SUGGESTIONS to restrain distribution, encourage commuting, and help finance the cost of enforcement:

- a. 1-3 permits – nominal.
- b. 4 -10 permits - \$75 each.
- c. 11-20 permits - \$200 each.
- d. 20+ permits - \$300 each.

Note: the current permit cost is \$15. The cost of parking in the pay lot at 3rd and Madison is \$60 per month or \$720 annually.
Monroe

Urban Council – Talk on Parking District (5/6/10)

Summary of Necessity: The City of Corvallis’s “Corvallis Vision 2020 Statement” mentions the importance of “an economically strong and well – integrated city, fostering local businesses, regional cooperation, and clean industry.” That statement especially emphasizes locally owned businesses and livability. They hoped their citizens could get together in a clean and attractive environment.

Perhaps with the exception of downtown and the university there is no more unique and significant area in our city. There are residents, local businesses, the Art Museum, the library, churches, and historic buildings, and a central park and a university all within 2 blocks in a central area of Corvallis. And yet soon there may be 29 additional cars (see below) joining the present cars searching for parking places in this unique area of Corvallis.

Many letters and E-Mails of concerned residents and owners in the area are in the City Council records. A typical letter is as follows: (attached is Ms Kadas’s letter) and if desired I can read the others to you. These communications have a common theme of wanting a long term solution

History: Early 2009 the First Presbyterian Church at 8th and Monroe asked approval of a building project that involved the loss of 23 on off street parking places. In addition at least 6 more parking spots will be lost with the advent of the anticipated 9th street bike path. As representative of many residents and business owners and employees working in that area I testified against the loss of these spaces as further compromising the already inadequate parking situation in that area. At the same time neither I nor those who agreed with me were willing to further delay or compromise the building project proposed by the church. Nor did they or I wish to delay the church’s building project by appealing any forthcoming city council decision to LUBA. **At the March 16, 2009 meeting of the City Council a compromise was reached in which the council said “The First Presbyterian Church should work with neighboring property owners and the City of Corvallis to identify potential solutions to long-range parking issues in the area surrounding Central Park and the First Presbyterian Church.”**

A committee was formed to develop possible solution consisting of Steve Rodgers, Joe Whinnery (then staff of the downtown parking commission), Trish Daniels, Tony Van Vliet (representing the church) and myself. After multiple meetings as well as two public input meetings and review of parking studies in the area the group concluded that the best solution would be a parking district similar in some ways to the two already established districts in Corvallis except it would include residential as well as businesses in the area.

The next step was writing up the proposal and getting petitions signed by the residents and property owners in the area. This was accomplished with over 90% approval and signatures. We’re now presenting this proposal to Urban Planning.

Proposal: This residential and business parking district includes properties abutting the following streets: 7th Street (Madison to Jefferson), 8th Street (Monroe to Jefferson), 9th Street (Monroe to Jefferson), and Madison Ave (660 SW Madison to 9th Street). This proposal is based on information that indicates that in this area parking use exceeds the standard used to indicate a parking problem exists (greater than 85% of the

spaces are occupied.) We believe this is due to parking pressures generated from outside the proposed district (downtown employers and OSU.) Other solutions that were investigated but rejected include creating 2-hour parking limits and installing parking meters. The following parking rules would apply:

Between 7:00 AM and 5:00 PM, Monday through Friday, vehicles without a permit could park for a maximum of 2 hours.

Vehicles with a permit could park for up to 48 hours except in the signed 2-hour parking spaces.

Residential properties could purchase one permit per registered vehicle owned not to exceed three per property (current cost is \$15 per year per permit.)

Business properties could purchase one annual permit for each 400 square feet of office space in the building.

Permits would be non-transferable, would not apply in any other parking district in the city, and residents could obtain temporary visitor permits. The permit does not guarantee that a parking space will be available.

Upsides: Approving this proposal will insure the viability and livability of this district for it's residents, businesses, and visitors all of whom are so central to the Corvallis community.

Downsides: Cost of enforcement is always an issue. However there are presently many two hour spaces in this district which already are enforced and adding even sporadic enforcement will discourage misuse of the parking district and benefit the community.

Sincerely,



Stanley Nudelman

To: City of Corvallis
Attn: Steve Rogers, Public Works
PO Box 1083
Corvallis, OR 97339-1083

From: Deb Kadas
Date: February 1, 2010
Re: West Downtown Parking

To Whom It May Concern:

On January 27, 2010, I had professional business near 8th and Madison at 10:30 am. To my surprise, there was no available on-street parking for several blocks in all directions. Demand for parking in this area seems to be outpacing supply. I'm sure that customers of the local businesses and professionals, as well as local residents, must find this frustrating. I support any measures that can help meet the unique parking needs of both the businesses and residents of this neighborhood.

Sincerely,

A handwritten signature in black ink, appearing to read "Deb Kadas", with a long horizontal flourish extending to the right.

Deb Kadas

Corvallis, OR 97330