CORVALLIS
CITY COUNCIL AGENDA

April 19, 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 – April 5, 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. Citizens Advisory Commission on Transit – March 10, 2010
      d. Committee for Citizen Involvement – March 4, 2010
      e. Corvallis-Benton County Public Library Board – March 3, 2010
      f. Downtown Commission – March 10, 2010
      g. Downtown Parking Committee – February 2, 2010
      h. Historic Resources Commission – March 9, 2010
      i. Housing and Community Development Commission – March 10, 2010
      j. Land Development Hearings Board – March 17, 2010
      k. Planning Commission – February 3, 10, and 17, 2010
      l. Prosperity That Fits Steering Committee – March 29, 2010

B. Announcement of vacancies on Committee for Citizen Involvement (Risien) and Parks, Natural Areas, and Recreation Board (Nervik)

C. Announcement of Appointments to Arts and Culture Commission (Amacher, Davidson, Kingstad, Segel, van Develder, Zielke, Butcher, Flowerday, Moon, Daniels)

D. Schedule a public hearing for May 17, 2010 to consider land use applications expiration extension

E. Approval of an Airport lease assignment (Gerding)

F. Approval of 2010 Planning Commission and Historic Resources Commission vacancies and proposed interview schedules

G. Acknowledgment of Comcast rate filing

III. ITEMS REMOVED FROM CONSENT AGENDA

IV. UNFINISHED BUSINESS

A. Adoption of Findings of Fact and Order relating to an appeal of a Land Development Hearings Board decision (VIO09-00648 – Phones Plus, Inc.) [direction]

B. Adoption of Findings of Fact and Order relating to an appeal of a Land Development Hearings Board decision (LDO09-00016 – Smith) [direction]

C. Municipal Judge Employment Agreement [direction]

D. City's role on economic development white paper [information]

E. Proposed Enterprise Zone expansion [direction]

V. MAYOR, COUNCIL, AND STAFF REPORTS

A. Mayor's Reports [information]

1. Arts and Culture Commission appointments

B. Council Reports

C. Staff Reports

1. City Manager's Report – March 2010 [information]

2. City Manager's Office budget check-in [direction]

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]

A. Corvallis Sustainability Coalition update

B. Economic development update by Corvallis Benton Chamber Coalition

VII. PUBLIC HEARINGS – 7:30 pm

A. A public hearing to consider the Fiscal Year 2010-2011 CDBG/HOME Investment Partnerships Program action plan

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

A. Human Services Committee – April 6, 2010
   1. Willamette Neighborhood Housing Services Second Quarter Report [direction]

B. Administrative Services Committee – April 7, 2010
   1. daVinci Days Loan Agreement Status Annual Report [direction]
   2. Telecommunications Franchises [direction]

   ACTION: *An ordinance granting a non-exclusive telecommunications franchise, fixing terms, conditions, and compensation of such a franchise, and declaring an emergency,* **to be read by the City Attorney**

C. Urban Services Committee – April 8, 2010
   1. Downtown Transit Center Restroom Maintenance [direction]
   2. Council Policy Review: 2010-1.12, "Community Sustainability" [direction]

D. Other Related Matters

   1. *A resolution accepting a grant from the Oregon Department of Human Services ($20,000) for source water protection, and authorizing the City Manager to sign agreements,* **to be read by the City Attorney**

   2. *A resolution accepting a grant from the Department of Energy ($120,000) to design/install a geothermal heat pump at the Chintimini Senior Center, and authorizing the City Manager to sign agreements,* **to be read by the City Attorney**

X. NEW BUSINESS

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

APRIL 19 - MAY 1, 2010

MONDAY, APRIL 19

- City Council - 12:00 pm and 7:00 pm - Downtown Fire Station, 400 NW Harrison Boulevard

TUESDAY, APRIL 20

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

WEDNESDAY, APRIL 21

- 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
- Watershed Management Advisory Commission - 5:30 pm - Madison Avenue Meeting Room, 500 SW Madison Avenue
- Planning Commission - 7:00 pm - Downtown Fire Station, 400 NW Harrison Boulevard

THURSDAY, APRIL 22

- Urban Services Committee - 4:00 pm - Madison Avenue Meeting Room, 500 SW Madison Avenue

SATURDAY, APRIL 24

- Government Comment Corner (Councilor Mike Beilstein) - 10:00 am - Library Lobby, 645 NW Monroe Avenue

TUESDAY, APRIL 27

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

WEDNESDAY, APRIL 28

- Downtown Parking Committee - 5:30 pm - Downtown Fire Station, 400 NW Harrison Boulevard (Downtown Free Customer Parking Area enforcement and parking controls)

SATURDAY, MAY 1

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

CITY OF CORVALLIS
COUNCIL ACTION MINUTES
April 5, 2010

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Decisions/Recommendations
Consent Agenda Pages 178-179			
New Business 1. eTec Presentation 2. Property tax allocation – Transit Fund Pages 179-180, 192	Yes		• Approved reduction for Fiscal Year 2009-2010 passed U
Mayor's Report 1. Arbor Month – April 2010 2. Tree City USA awards 3. Fair Housing Month – April 2010 4. National Library Week – April 11-17, 2010 Pages 180-181, 185	Yes		• Proclaimed • Proclaimed • Proclaimed
Unfinished Business 1. Phones Plus deliberations 2. City Attorney employment agreement Pages 181-185			• Denied appeal; upheld LDHB decision passed 6-3 • Adopted as amended passed U
Council Reports 1. Benton County economics (Brown, Hervey, Raymond) 2. MTM fund raising (Daniels) 3. Lincoln School tennis courts (Hervey) 4. Sister Cities fund raising (Raymond) 5. Wild turkeys (Raymond) 6. Fire Department/Heartland Humane Society event (Raymond 7. Dogs at large in parks (Raymond) 8. Housing opportunities (Raymond) 9. PNARB budget letter (Hirsch) 10. Departmental vacancies (Hirsch) 11. Water Resource study group (Brauner) 12. CACOT sustainability fees support (Brauner) 13. Ward 1 meeting – April 12, 2010 (O'Brien) 14. Wild turkey ordinance review (O'Brien) Pages 185-188	Yes Yes Yes Yes Yes Yes Yes Yes Yes Yes Yes Yes Yes Yes		

Agenda Item	Information Only	Held for Further Review	Decisions/Recommendations
Staff Reports 1. Diversity and Inclusion Plan 2. CRFR – April 1, 2010 3. Budget briefings Pages 188-189, 193-194	 Yes Yes		• Accepted passed U
ASC Meeting of March 17, 2010 1. Ambulance Rate Review 2. Enforcement of undeveloped SW Fairhaven Drive lots Page 190	 Yes		• Approved rate adjustment passed U
USC Meeting of March 18, 2010 1. SDC annual review Pages 190-191			• RESOLUTION 2010-13 passed U
Other Related Matters 1. 2nd Reading – CMC Chapter 5.03, "Offenses" (busking) 2. Municipal Judge Pro Tempore – Harding (July 4, 2010) 3. ODOT grant acceptance/IGA Benton County SRTS Pages 191-192			• ORDINANCE 2010-10 passed 6-3 • RESOLUTION 2010-14 passed U • RESOLUTION 2010-15 passed U
Executive Session 1. Municipal Court Judge performance evaluation Page 192	 Yes		
Public Hearing 1. LDHB appeal – Smith Pages 194-206			Approved Major LDO with Condition of Approval as amended; reversed LDHB; upheld appeal passed 6-2

Glossary of Terms

CACOT	Citizens Advisory Commission on Transit
CMC	Corvallis Municipal Code
CRFR	Council Requests Follow-up Report
IGA	Intergovernmental Agreement
LDHB	Land Development Hearings Board
LDO	Land Development Option
MTM	Majestic Theatre Management
ODOT	Oregon Department of Transportation
PNARB	Parks, Natural Areas, and Recreation Board
SDC	Systems Development Charge
SRTS	Safe Routes to School
U	Unanimous

CITY OF CORVALLIS
COUNCIL ACTION MINUTES

April 5, 2010

The regular meeting of the City Council of the City of Corvallis, Oregon, was called to order at 12:00 pm on April 5, 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 Hirsch, Beilstein, Daniels, O'Brien, Hervey, Raymond, Brauner, Hamby, Brown

Mayor Tomlinson referred Councilors' to the items at their places, including an Economic Development Allocation Subcommittee appointment memorandum (Attachment A), and information requested by Councilor Daniels related to the Phones Plus deliberations (Attachment B).

II. CONSENT AGENDA

Councilors Hamby and Daniels, respectively, moved and seconded to adopt the consent agenda as follows:

A. Reading of Minutes
   1. City Council Meeting – March 15, 2010
   2. For Information and Filing (Draft minutes may return if changes are made by the Board or Commission)
      a. Bicycle and Pedestrian Advisory Commission – February 5 and March 5, 2010
      b. Willamette Criminal Justice Council – February 17, 2010

B. Confirmation of Appointment to Committee for Citizen Involvement (Pierson-Charlton)

C. Approval of an application for a "Full On-Premises Sales" liquor license for S & J Corvallis, Inc., of DK3, LLC, dba Flat Tail Brewing, 202 SW First Street (New Outlet -Brew Pub)

D. Approval of an application for a "Full On-Premises Sales" liquor license for Adam Kakahuna, owner of Crazy Moon Hospitality Group, LLC, dba Loca Luna Restaurant and Bar, 136 SW Washington Avenue (New Outlet)

E. Approval of an application for a "Full On-Premises Sales/Caterer" liquor license for Regina Iovino, owner of RIRC, LLC, dba Iovino's Ristorante, 1835 SE Third Street

F. Authorization to proceed with a 2010 Local Share Grant application for Lincoln School tennis court resurfacing project

G. Schedule an Executive Session following the regular noon meeting under ORS 192.660(2)(i) (status of employment-related performance)

The motion passed unanimously.

III. ITEMS REMOVED FROM CONSENT AGENDA – None.

X. NEW BUSINESS

A. eTec presentation

eTec Stakeholder Services Area Manager, Dave Mayfield, said the Electric Vehicle (EV) project is a $98.9 million grant provided by the Department of Energy (DOE) for the purpose of studying EV driver behavior to determine best locations for charging stations. Corvallis is one of eleven communities in five states chosen to participate in this two-year project. In Oregon, more than 900 Nissan Leafs will be a part of the project. Participants will receive a home charging station and free public charging stations will be installed throughout the community.

Mr. Mayfield explained that the data collected from the charging stations will be shared with the industry to assist in updating technology before releasing additional vehicles across the nation. It is estimated that more than 1,000 220-volt charging stations will be installed between Eugene and Portland. Public charging stations will be located in areas where vehicles can be charged for up to three hours to obtain a sufficient charge. Examples are movie theaters, restaurants, and shopping malls. The program is not interested in locating a charging station where a vehicle will be parked for longer periods of time because the low turn-over at the station will not provide sufficient data.

The City's parking code will need to be consistent with installing EV only parking spaces for charging opportunities. eTec will rely on City inspectors during the installation process. Experts in land uses have indicated there is an outright use on private property and there will be opportunities for the City to request charging stations in public parking lots and/or on public right-of-ways. Businesses can volunteer private parking areas; however, the EV parking space must be available during normal business hours. Fees associated with parking spaces will also be considered (pay lots).

Mr. Mayfield added that Albany and Portland are sponsoring open houses targeted for inspectors, planners, facility managers, and others directly involved in placing, permitting, or inspecting EV charging stations.

Mayor Tomlinson noted that Transportation and Buildings Division Manager Mitchell is on the State's eTec Advisory Board.

Councilor Beilstein said one result he would like from the study is the anticipated pattern of use of EVs and charging stations. Assuming that a full-charge driving range of a Nissan Leaf is 80 to 100 miles, and the owner takes the EV out with a full charge, he inquired where they would most likely obtain another charge and the need for public charging stations, if the vehicles are only being used in the local area?

Mr. Mayfield said the data collected will help determine if initial charging station locations and numbers are appropriate. The Leaf has a 100-mile range with a full charge; therefore, a Corvallis resident could easily travel to Eugene or Salem. A recharge may be desired on a trip to Portland. Although the speculation is that public right-of-way charging stations will not realize the turn-over generated by commercial charging stations, Mr. Mayfield said he is not convinced that will be the case in Oregon.

Mr. Mayfield added that the program includes 45 fast-charging units providing ten-minute charges for another 20 to 30 miles of travel.

In response to Councilor Beilstein's further inquiries, Mr. Mayfield said DOE will work with the Oregon Department of Transportation (ODOT) to determine the best charging station locations near freeways. This will be especially important for the the fast charging units. The preference is to locate charging stations in pairs. In the future, an EV driver could potentially reserve a charging station via a smart phone.

In response to Councilor Hervey's inquiry, Mr. Mayfield said the delay in EV production has been the lack of charging standards. A 220-volt outlet is now required for all charging stations; however, the fast-charging unit has not yet been standardized and those units may need to be retrofitted at a later date.

V. MAYOR, COUNCIL, AND STAFF REPORTS

A. Mayor's Reports

1. Proclamation of Arbor Month – April 2010

   Mayor Tomlinson read the proclamation.

2. Tree City USA awards presentation

   Parks and Recreation Director Emery commended the efforts of Urban Forester Merja, the Citizens Advisory Commission for Civic Beautification and Urban Forestry (CBUF), and Councilor Hirsch.

   Oregon Department of Forestry Stewardship Forester, Russ Anderson, announced that he also represents the National Arbor Day Foundation. He noted the following:

   - Arbor Day was first recognized in 1872.
   - Tree City USA awards began in 1976.
   - Currently, 3,500 communities receive Tree City USA awards.
   - Corvallis is one of 53 Oregon communities receiving an award.
   - Corvallis has a vibrant and diverse urban forest.
   - The City brochure, *Know Your Trees*, identifies 173 species in the lower campus area.
   - Some Avery Park trees were planted more than 150 years ago by the Avery family.
   - Corvallis is receiving its ninth consecutive Tree City USA award.

   Mr. Anderson said communities must meet four criteria to receive a Tree City

award:

- Utilize a tree board or department,
- Adopt a tree care ordinance,
- Provide a community forestry program with an annual budget of at least $2.00 per capita, and
- Observe and proclaim Arbor Day.

Mayor Tomlinson thanked Mr. Anderson and presented CBUF Chair Ellis with a Tree City USA hat. He recognized CBUF's work and acknowledged their efforts in advocating for their program. He commended the efforts of Ms. Ellis, Ms. Emery, and Ms. Merja.

Mr. Anderson presented Corvallis with the seventh consecutive Tree City USA Growth Award. He acknowledged the work involved in developing the Urban Forestry Management Plan, computerized tree inventory, and *Know Your Trees* brochure.

Ms. Emery introduced Angelica Rehkugler, CBUF Vice Chair. Ms. Rehkugler presented Council with almond "bark" in appreciation of their work and support of CBUF and the Parks and Recreation Department.

Ms. Ellis thanked Council for their hard work and difficult funding decisions. She said it has been an honor chairing CBUF and she knows CBUF will continue accomplishing great work. She commended Councilor Hirsch for his assistance as Council Liaison.

3. Proclamation of Fair Housing Month – April 2010

Mayor Tomlinson read the proclamation.

Housing Division Manager Weiss introduced Housing Program Specialist Loewen and noted that Mr. Loewen is most often the first contact with fair housing related concerns. The Housing Division renewed a three-year contract with the Fair Housing Council of Oregon to ensure fair housing laws are upheld and cases of discrimination are investigated.

Mayor Tomlinson thanked Housing Division staff for their good work. He said Corvallis' Rental Housing Code receives high recognition from other communities and local tenants and landlords.

IV. UNFINISHED BUSINESS

A. Deliberations relating to an appeal of a Land Development Hearings Board decision (VIO09-00648 – Phones Plus, Inc.)

Community Development Director Gibb referred to the written responses to Council inquiries and additional applicant/appellant information included in the meeting materials.

Questions of Staff

Councilor Daniels
Is it correct that the current code allows for an ongoing display of time and temperature along with a larger display changing at 20 minute intervals?

Mr. Gibb: Yes, that is legal conformance with the Land Development Code (LDC) and how the Phones Plus sign currently operates.

Are there examples of how LDC 4.7.80.07.b was previously interpreted related to the time and temperature exclusion referring only to time and temperature text and not excluding everything on a sign that has time and temperature in the content?

Mr. Gibb: The Umpqua Bank sign is a classic time and temperature flashing sign. The RiteAid sign has a 20 minute interval message, but does not include a time and temperature display. When the Willamette Veterinary Hospital installed an electronic message board, they were advised that the time and temperature aspect would be exempt from the 20 minute interval message.

In cases where ambiguity exists in the LDC, what is Council's role in reaching a decision?

City Attorney Fewel: Council adopted the LDC and resolves all ambiguities.

Who has the burden of proof to demonstrate that the staff interpretation of the LDC is correct or incorrect?

Mr. Fewel: The burden of proof is on the applicant/appellant to convince Council of the results they seek. Staff provides Council with expert opinion. Council is not required to follow recommendations based on staff interpretation.

Councilor Brown announced that he was absent during the public hearing; however, he has read all the hearing notes and opined he can make an objective decision.

Declaration of Site Visits

Councilors Raymond, O'Brien, Brauner, Brown, Hirsch, Beilstein, and Daniels all declared making site visits.

Declaration of Conflicts of Interest – None.

Declaration of Ex Parte Contacts – None.

Deliberations

Councilors Daniels and Hervey, respectively, moved and seconded to affirm the Land Development Hearings Board decision to uphold the Community Development Director's interpretation of Land Development Code provisions as applied to the property located at 303 NW Harrison Boulevard, subject to the adoption of formal findings and conclusions.

Councilor Daniels responded to three arguments presented by the applicant/appellant and one additional argument presented by the attorney for the applicant/appellant:

The relevant section of the LDC does not apply to this case (Section 4.7.80.07.a).

The LDC provision states the 20 minute rate of change and "...in no case, shall the sign exhibit characteristics of those signs prohibited in Section 4.7.50.g." That section clearly prohibits signs that fluctuate.

The term "fluctuate" is not ambiguous and is defined as "to vary irregularly" by thefreedictionary.com, wiktionary.org, answers.com, Webster's New Collegiate Dictionary, and the Oxford English Dictionary.

The LDC contradicts itself in stating that fluctuation is not allowed, but fluctuation at a 20 minute or more rate is allowed.

The provision of the LDC specifying the rate of change is not contradicting the prohibition against fluctuation, rather the provision is specifying an exception to that prohibition. That is, the only fluctuation permitted is change that takes place every 20 minutes or more. Thus, the intent is a statement of acceptable fluctuation rate. This is a clarifying statement, not a contradiction.

Any perceived ambiguity with regard to this is further clarified in the Planning Commission's September 3, 2003 minutes in which they consider this very issue (Attachment B). The actual wording of the relevant motion is identical to the two sentences of Section 4.7.80.07.a. The permission of a 20 minute change rate is specified in the first sentence and paired with prohibition of fluctuation referred to in the second sentence.

The LDC allows exemption from the 20 minute change rate for any sign containing time and temperature, including content other than time and temperature.

It is true that, by itself, the single sentence of Section 4.7.80.07.b is open to interpretation. It simply states that signs displaying time and temperature information are exempt from the interval of change limitation in Section 4.7.80.07.a. The history of both the legislative context and practice of the matter provide clarity. Staff indicated that in previous cases, they have interpreted this to mean that only the time and temperature information are exempt from the interval of change, not the entire sign. The legislative context (staff reports, minutes) of the relevant 2003 meetings all reveal concern for the need to minimize driver distraction; the point of the 20 minute change interval. It makes no sense to interpret this section to permit exemption for an entire sign because time and temperature appear.

The term "variable message sign" does not appear in the Section related to prohibited signs.

The attorney contended that Section 4.7.50 does not contain the words "variable message sign." The Section also does not contain the words "blade sign" or "banner." That is due to most provisions of this Section addressing the public safety impacts of signage without the need to specify whether a potentially offending sign is a blade, banner, or variable message sign. Therefore, the omission of the term "variable message" as a sign category is irrelevant. The prohibition focuses on negative safety impacts, regardless of category.

Councilor Daniels added that the adjacent intersection is one of the busiest in Corvallis, and one of the worst places to permit a high level of driver distraction.

Councilor Daniels opined that the applicant/appellant has not met the burden of proof required to overturn staff interpretation of the sign code.

Councilor O'Brien said Section 4.7.80.07.b states that signs displaying time and temperature information are exempt from the interval of change limitation of Section 4.7.80.07.a. It is clear that signs displaying time and temperature are exempt from the interval of change. Section 4.7.80.07.a states that signs shall exhibit no characteristics of those signs prohibited in Section 4.7.80.50.g.

Due to the ambiguity of definitions, he researched common definitions and provided the following:

- *Flash – to proceed rapidly in a split second or instant.* The proposed 10 second change cannot easily be defined as a split second or instant.
- *Blink – to flash on and off.* The images displayed in the public hearing did not flash on and off; although, they may have scrolled.
- *Fluctuate – to move back and forth, to ebb and flow uncertainly.* A regular 10 second interval of change is not an uncertain interval of change.
- *Chaser* – unable to define as related to a sign.
- *Scintillate – bright, lively, or stimulating.* This is a too subjective measure to render judgement on a sign. Any eye-catching sign in the City could be stimulating to someone.
- *Speller* – there was no evidence that this sign will be spelling out words.

Councilor O'Brien said the sign is not exempt from 4.7.80.50.g. There is no evidence that the sign violated flash, blink, fluctuate, scintillate, or spell. He will not support the motion.

Councilor Hervey stated support of the motion and Councilor Daniels' interpretation of the intent of the LDC. In the future, he would entertain a text amendment to lower the 20 minute interval, as he is not certain public safety requires a 20 minute interval sign.

Councilor Hamby said when Council makes decisions in a quasi-judicial setting, those decisions are to be based on Code language, and not what Councilors remember or think is right. Section 4.7.80.07.b does not state that time and temperature information are exempt. It states that signs displaying time and temperature information are exempt. The key language is "signs...are exempt."

The traffic lights at the subject intersection change on a 25 second or 40 second frequency, depending on the time of day. It is reasonable for the sign to change every minute based on the traffic light change frequency. It does not take a driver 20 minutes to move through the intersection.

Councilor Hamby added that Council interprets "gray" language. For example, if the LDC said the interval should be reasonable, then Council would need to decide what is reasonable. In this case, the LDC refers to signs displaying time and temperature information as exempt. There is no ambiguity.

Councilor Hamby referred to the public hearing materials related to how the 20 minute interval was decided. The meeting minutes state that the 20 minutes was randomly chosen and that the LDC is clear, but Council could "tweak" the code by adding "exclusively" to time and temperature to be more clear. It is contradictory to say it is clear and then suggest adding a word to the language to make it more clear.

The motion passed six to three, based on the following roll call vote:
Ayes: Beilstein, Daniels, Hervey, Raymond, Brauner, Brown
Nays: Hirsch, O'Brien, Hamby

B. City Attorney Employment Agreement

Councilor Hamby reviewed the amendments to the City Attorney's employment agreement.

Councilor Daniels and Brauner, respectively, moved and seconded to adopt the City Attorney's agreement as amended. The motion passed unanimously.

V. MAYOR, COUNCIL, AND STAFF REPORTS - continued

A. Mayor's Reports - continued

4. Proclamation of National Library Week – April 11-17, 2010

Mayor Tomlinson read the proclamation.

Library Director Rawles-Heiser thanked the Mayor and Council for their support and recognition. She said the Library has strong services for children, from newborns through teenagers, and the Library has been a life-line to the community during these economic times. Usage continues to increase with more than 2,500 people visiting the main Library everyday. The same number of people visit the online Library daily. Ms. Rawles-Heiser introduced Library Division Manager Kiefer.

Mayor Tomlinson announced the appointments to the Economic Development Allocations Sub-committee. Rick Schroff and Brian Weldon served on the sub-committee last year. Tammy Jaquith is a member of the Rotary Club of the Greater Corvallis and works at U.S. Bank.

Mayor Tomlinson said he interviewed 25 people for the nine Arts and Culture Commission positions. He will announce appointments at the next Council meeting.

B. Council Reports

Councilor Brown referred to the Benton County Jobs information included in the meeting materials. He noted that manufacturing jobs in Benton County declined from 9,000 to less than 4,000 between 1996 to 2010. The economy continues to impact members of the community and property tax revenues. He said it is appropriate to reexamine "prosperity" and "economic vitality" in Corvallis and he plans to provide Council with an economic white paper at the next meeting.

In response to Councilor Hervey's inquiry, Councilor Brown said employment in health services and education are increasing nationally, according to a recent report on National Public Radio. At Councilor Hervey's request, he will review how Corvallis compares to the nation in manufacturing jobs.

Councilor Raymond noted that the local trend is a decrease in manufacturing employment. The City tax is based on manufacturing and Council needs to consider what can be done. She noted that many retired Hewlett-Packard employees have stayed in the community and developed employment opportunities not in manufacturing and/or taxable.

Councilor Daniels said she recently attended a Majestic Theatre Management fund raising benefit. In additional to local theater, The Majestic offers Monday night movies and other types of performances.

Councilor Hervey thanked Council for authorizing staff to proceed with a Local Share Grant application to resurface the Lincoln School tennis courts. He commended Ms. Emery and the Parks and Recreation staff for locating additional funding.

Councilor Raymond made the following announcements:

- The Corvallis Sister Cities Association will be selling flower baskets as part of their May celebration.
- She continues to receive calls about wild turkeys in her Ward.
- The Fire Department and Heartland Humane Society participated in a community event at the Albertson's Shopping Center. Both agencies were well received.
- She received a report about residents dropping their unruly dogs at the park and letting them run without supervision. She encouraged citizens to report this activity to animal control.
- The Housing and Community Development Commission received the Fiscal Year 2010-11 Action Plan. Programs available for the community include: First Time Home Buyer Program, New Home Buyer Assistance Program, Essential Repair Program, and Neighborhood Improvement Program.

Councilor Hirsch read from a letter drafted by the Parks, Natural Areas, and Recreation Board (PNARB) Chair:

On April 1, PNARB convened in a special session to discuss the $2.4 million shortfall and property taxes that must be balanced through Departmental reductions for Fiscal Year 2010-11. After discussions with Nancy Brewer, Department staff, and Board members, we ask the following recommendations be considered:

- We strongly believe that a long-term, multi-faceted approach needs to be the focus of the Budget Commission and City Council action. We feel the short-term recommendations, though necessary, is short-sited, if it is the only action that will be taken to address the budget shortfall. With this concept in mind, we offer the following: The PNARB reluctantly endorses the staff proposal that reduces the Parks and Recreation budget of $420,600 with a supplemental budget reduction of $73,520. We are extremely concerned that these reductions will only serve as a stop-gap and will have a devastating impact if similar or additional reductions will need to be made for Fiscal Year 2011-12. The immediate impact will have major consequences to service levels and ability to provide programs that the community has come to expect from the Parks and Recreation Department. *[Councilor Hirsch noted that of the supplemental budget reduction, PNARB is particularly concerned about removing the Youth Volunteer*

Corp and Youth Parks Corp; programs with both short-term benefits to City services and the long-term benefits for youth participating.]

- Additionally, there is concern that the methodology chosen to share reductions across departments may be an unrealistic approach given that some departments have limitations that others do not, which will likely place the burden on departments such as Parks and Recreation, to deal with the brunt of the reductions. That being said, the compounding effects of addressing this year's reduction and next year's anticipated reduction would mean major cuts in programs and services that would drastically impact the community.

Other considerations must be addressed:

- Review support levels of partners that also receive funding. Partner support should be reduced at levels at least equivalent to reductions in department funding levels.
- Review the recently approved community and department enhancement requests adopted over the last four years and potentially postpone actions or review the process for future consideration to ensure current budgetary needs are addressed first.
- Review capital improvement programs and potentially postpone projects.
- Review and potentially change the current policy that uses the mean of comparators for salaries, and review and change the current cost recovery methodology that Parks and Recreation must use to allow more flexibility to generate revenue.

Councilor Hirsch said when a department does not fill a position, that position is lost, and the department must reapply to hire for that position. If a department is not filling a position based on budget implications, some are suggesting that the department keep a place-holder for those positions. Instead of requesting a hiring policy change, the number and type of positions can be recorded prior to reductions. When funding is available and departments can revisit new positions, there would be a record of where each department started prior to the reductions, instead of starting new requests with no historical reference. This will help set priorities in filling those positions.

Councilor Brauner said Benton County Commissioner Modrell recently briefed him on a Benton, Lane, and Linn Counties Water Resource Study Group recently formed to discuss potential clean water shortages. The City of Albany and Eugene Water and Electric Board (EWEB) are both participating, and Ms. Modrell requested Corvallis' participation. Each county will hold a briefing and/or public meeting before the end of the June and the County would like to a make a presentation to Council prior to the public meeting. Councilor Brauner volunteered to be part of the study group. The County requested a staff member also participate.

Councilor Brauner announced that the Citizens Advisory Commission on Transit (CACOT) heard a presentation on the sustainability fee proposals and unanimously supported all proposed fees. He will share the CACOT recommendation during the April 21 Administrative Services Committee discussions related to the fee proposals.

Councilor O'Brien announced a Ward 1 meeting scheduled for 7:00 pm on April 12 at the Corvallis Country Club.

Councilor O'Brien reminded Councilor Raymond that the wild turkey ordinance is scheduled to be reviewed by Council this summer. He will be contacting the State's turkey harvester prior to the review.

C. Staff Reports

1. City of Corvallis Diversity and Inclusion Plan

Assistant City Manager Volmert said the City has a long-standing commitment to diversity. In 2005, diversity was identified as an over-arching City value and Council created a goal to complete an organizational needs assessment. In 2006, an employee committee was created to develop a diversity plan based on needs assessment results. . The Plan includes direction on closing the gap between the current assessment and future goals.

Ms. Volmert said the Plan includes actions to create a more welcoming environment for employees. It recognizes bi-lingual employees and encourages collaboration with community groups. The Plan emphasizes Council's interest in the City organization serving as a catalyst for celebrating community diversity. It identifies actions of the City as an organization and service provider. The City has increased applicant pools through varied media sources, including the Internet, Career Development group, and Google Translator. Promoting diversity and sustainability has been added to most City job descriptions.

Ms. Volmert added that, similar to departmental strategic plans, the Diversity Plan moves the organization to the ideal future Council has previously described. Individual actions will depend on the budget process. Staff expect to choose high priority items and delay progress on some actions items.

Councilor Raymond requested the Plan resources include the Commission for Martin Luther King, Jr., Community Alliance for Diversity, Inclusive Corvallis, and the Race Unity Picnic.

In response to Councilor Daniels' inquiry, Ms. Volmert said the Google Translator includes a drop-down list with many languages to choose from. Once the viewer chooses an alternative language, the translation stays with the viewer as they explore the site.

Councilor Daniels said the highlight of a Benton County Health Department function she attended a few years ago, was the public signs offered in seven or eight languages and availability of staff fluent in the languages. It was revealing that the offered translations were more than English and Spanish.

Councilors Beilstein and Raymond, respectively, moved and seconded to accept the City of Corvallis Diversity and Inclusion Plan. The motion passed unanimously.

2. Council Request Follow-up Report – April 1, 2010

Mr. Nelson reviewed several items in the Report:

Traffic Order Implementation – Staff worked with the Oregon State University Business Solutions Group to improve efficiency and meet sustainability goals. Traffic order review and approval involve Public Works, Community Development, Police, and the City Manager's Office. A paperless process has been developed up to requiring Council notification.

Councilor Daniels opined that Councilors want to know about traffic changes in their respective Wards, but do not need to weigh-in on the approval process.

Mr. Nelson said notification could be included in the City Manager's Report.

Councilor O'Brien agreed that knowing about traffic orders in the respective Wards would be useful.

In response to Councilor Hervey's inquiry, Mr. Nelson said there is no time frame for an appeal of traffic order approvals. They can be filed at any time.

Traffic/Pedestrian Signal at NW Ninth Street and NW Polk Avenue – Staff will forward data information to BPAC for review and recommendation to Council.

Establishment of Sustainability Commission – Given current workloads and resources associated with developing a commission, staff recommend this effort be referred to the Fiscal Year 2011-2012 Council for consideration as a goal.

Behaviors at Library and Central Park – The report includes measures taken in previous efforts and a current Police Department tactical action plan that involves scheduled site visits. There are Code of Conducts for both the Library and Parks and Recreation. Citizens are encouraged to contact the Police Department if they are threatened or coerced.

Councilor Daniels commended the Police Department for the tactical action plans at both sites. She has observed that current actions are having an impact.

In response to Councilor O'Brien's inquiry about the tactical action plan time frame, Mr. Nelson requested Captain Hendrickson provide follow-up after the meeting.

Retaliatory Landlord Complaint – Legal Aid has hired an additional attorney to work on housing issues for low-income households and senior households of any income. The Oregon Lawyer Referral Program also has resources to provide low-cost consultation and reduced-fee representation for those with low incomes. The City's Housing Division can help with referrals.

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

A. Human Services Committee – None.

B. Administrative Services Committee – March 17, 2010

1. Ambulance Rate Review

Councilor Brauner reported that the recommendation is for adjustments to three of nine fee categories. The three increases involve additional medical expertise and are comparable to other ambulance services in the Willamette Valley.

Councilors Brauner and O'Brien, respectively, moved and seconded to approve the ambulance service rate adjustment for Fiscal Year 2010-2011. The motion passed unanimously.

2. Enforcement of Undeveloped Lots at SW Fairhaven Drive

Councilor Brauner explained that development on three Fairhaven Drive lots was abandoned after several permit violations. He clarified that the property has not been abandoned, only the development. Although the property is unsightly, staff could not identify a dangerous condition or health issue. It is possible for the property to be declared a safety or health hazard at some point in the future if the property deteriorates further. If the property sells and development begins again, all conditions of the development would need to be met.

This item presented for information only.

Councilor O'Brien thanked Mr. Nelson and Development Services Division Manager Carlson for making a site visit. There are several issues related to this property including the property owner's disappearance, negative cost benefit for City resources, and no health/safety conditions on the site. Residents are assured that future development of the property will follow current land use and building code standards, and redress short-comings caused by the current owner's failure to obey building permit requirements.

Mr. Nelson said the real estate firm handling the sale of this property is aware of the issues and concerns of the City. They recognize that it is in their best interest to monitor and take care of the issue themselves. The firm is optimistic that resources from another sale by this individual could be used on the subject property.

C. Urban Services Committee – March 18, 2010

1. Systems Development Charge Annual Review

Councilor Daniels said the Systems Development Charges increase and decrease according to indicators related to economic and other conditions in the community.

The staff report notes that almost all of the rates are decreasing with the exception of first level water that was slightly increased due to the Rock Creek backwash tank replacement. Corvallis continues to remain in the median based on comparables.

City Attorney Fewel read a resolution establishing Systems Development Charge rates, per Municipal Code Chapter 2.08, "Systems Development Charge," effective April 12, 2010.

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

RESOLUTION 2010-13 passed unanimously.

D. Other Related Matters

1. Second reading of an ordinance relating to busking, amending Corvallis Municipal Code Chapter 5.03, "Offenses," as amended

Mr. Fewel read an ordinance relating to busking, amending Corvallis Municipal Code Chapter 5.03, "Offenses," as amended.

ORDINANCE 2010-10 passed six to three with Councilors Daniels, Hamby, and O'Brien opposing.

2. Mr. Fewel read a resolution appointing Hal Harding as Municipal Judge Pro Tempore for the purpose of performing a wedding ceremony on July 4, 2010.

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

In response to Councilor Hervey's inquiry, Mr. Fewel said the resolution clearly provides Mr. Harding all powers and duties of a judge on July 4, 2010. Mr. Fewel stated confidence that Mr. Harding understands the intent of the resolution to appoint him Municipal Judge Pro Tempore for the purposes of performing a wedding on July 4, 2010. The motion can be amended to include the word "only" in the resolution.

Councilor Hervey said he supports the resolution as long as it is enforceable as written.

RESOLUTION 2010-14 passed unanimously.

3. Mr. Fewel read a resolution accepting a grant from the Oregon Department of Transportation in the amount of $200,000 and authorizing the City Manager to sign all Intergovernmental Agreements with the Corvallis School District 509J and the Oregon Department of Transportation for Benton County Safe Routes to School projects.

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

RESOLUTION 2010-15 passed unanimously.

X. NEW BUSINESS - continued

B. Allocation of property taxes to the Transit Fund for Fiscal Year 2009-2010

Finance Director Brewer explained that during Budget Commission discussions, staff was directed to reduce Fiscal Year 2009-2010 property tax allocations to the Transit Fund. Typically, the City administratively allocates the proportion of property taxes to each of the five funds that receive an allocation. Staff requests Council approval of this reduction.

Councilor Brauner and Daniels, respectively, moved and seconded to approve the reduction of property tax allocation to the Transit Fund as recommended by staff.

Councilor Brauner said this is a one-time reduction and does not imply that this is the level of support needed in the future to keep current service levels.

The motion 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 Councilor or staff member not able to maintain Council's confidences should leave the meeting room.

Councilor Brown left the meeting at 1:54 pm.

The Council entered executive session at 1:55 pm.

Messrs. Nelson and Fewel left the meeting at 1:55 pm.

Council discussed the Municipal Court Judge performance evaluation.

Councilor Brown returned to the meeting at 1:56 pm.

Mayor Tomlinson recessed Council at 2:05 pm and reconvened Council at 7:01 pm in the Downtown Fire Station, 400 NW Harrison Boulevard, Corvallis, Oregon.

I. ROLL CALL

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

ABSENT: Councilor Brauner (excused)

VI. VISITORS' PROPOSITIONS – None.

Because there were no citizens in attendance at 7:00 pm desiring to speak to Council under Visitors' Propositions, and the public hearing was advertised to begin at 7:30 pm, Mayor Tomlinson continued the meeting with other agenda items.

V. MAYOR, COUNCIL, AND STAFF REPORTS - continued

C. Staff Reports - continued

3. Budget briefings with employees

Mr. Nelson reviewed the budget information included in the meeting materials. During meetings with employee groups, he has been sharing budget information including the financial plan through Fiscal Year 2012-13, the reduction methodology developed for Budget Commission discussions, and options for the future. He noted that Utilities, Transportation, Housing, and Development Services funds are strong and comprise more than half of the City's $100 million budget. Property tax funded services include Planning, Police, Fire, Parks and Recreation, Library, Transit, and Internal Services (City Manager's Office, Finance, Public Works).

Mr. Nelson said he suspects the $1.7 million deficit projected for the end of Fiscal Year 2010-11 will increase during the next few weeks of budget deliberations due to shifting public safety reductions to other departments to ensure minimum public safety coverage. The $1.7 million could be reduced with additional revenues or savings. Without sustaining the $2.4 million reduction into the future, the projected deficit could increase.

Future options include forming a district, requesting a local option levy, initiating service fees (programs generating $250,000 or more), identifying additional reductions, and/or reducing support of partners funded by the City.

In response to Councilor Daniels' inquiry about increasing property tax revenues when property values increase, Mr. Nelson said property tax revenues have historically been the City's largest General Fund resource. Property taxes were intended to never be less than three percent growth plus new development increments; however, the three percent has never been realized on the industrial/commercial side. Corvallis has typically realized 1.8 or two percent versus three percent growth on property tax.

Mr. Nelson said the Franchise Fee revenues (second largest resource) have decreased due to conservation (less power/gas equals less fees) and a dramatic decrease in telephone land lines.

Mr. Nelson clarified for Councilor Beilstein that, in addition to staff presentations, Finance Director Brewer made a similar budget presentation to the Parks, Natural Areas, and Recreation Board. Local media will have an opportunity to hear all budget presentations during the next few weeks.

In response to Councilor Hervey's inquiry, Mr. Nelson said the proposed budget will include the minimum level of public safety services staff is comfortable providing. The Fire Department added a fire station and nine staff to ensure a six-minute response time. Police Department studies of the dispatch center and patrol divisions resulted in two additional patrol officers and four dispatchers in the current budget to begin bringing staffing levels to an appropriate level. The staff increases are part of a multi-year investment to increase officers and dispatch personnel to meet comparable standards. He noted that the City will be very cautious with public safety reductions.

In response to Councilor Raymond's inquiries, Mr. Nelson confirmed that all funds are accounted for in the meeting materials. Staff agrees that all revenue sources should be maximized and new revenue sources should be pursued. Unless it is a major revenue source, there is no basis to try to increase services that may be reduced to balance the budget. Staff would consider a recommendation from a Department and their advisory commission to re-prioritize one program over another.

Mayor Tomlinson referred to the Budget Commission's agreed methodology for reductions: a share of each department's portion of property tax resources. The remaining share of the deficit for the $2.4 million net reduction mostly affects the Library, Parks and Recreation, Police, and Fire Departments. Police and Fire reductions are approximately 25 percent of the $2.4 million. The Library is 11 percent and Parks and Recreation is 15 percent. The community needs to understand that a large portion of the reductions are proposed for those four departments.

Mr. Nelson clarified that the Budget Commission determined the reduction methodology as a starting point and gave him flexibility to make an alternative recommendation. He agreed that 50 percent of the proposed reductions are in public safety.

Mayor Tomlinson recessed the meeting from 7:26 until 7:31 pm.

VII. PUBLIC HEARINGS

A. A public hearing to consider an appeal of a Land Development Hearings Board decision (LDO09-00016 – Smith)

Mayor Tomlinson reviewed the order of proceedings and opened the public hearing.

Declaration of Conflicts of Interest – None.

Declaration of Ex Parte Contacts

Councilor Hirsch announced that the appellant shared the proposal with him during Government Comment Corner. He opined that he could make an objective decision.

Rebuttal of Declarations – None.

Declaration of Site Visits

Councilors Hirsch, Beilstein, Daniels, O'Brien, Hervey, and Brown all declared making site visits.

Objections on Jurisdictional Grounds – None.

Staff Overview

Assistant Planner Latta explained that the applicant/appellant requested approval of a Lot Development Option (LDO) variance for fence height from three feet to eight feet (166 percent increase) in the side yard setback. Mr. Latta noted the location, Comprehensive Plan Map and Zoning District designations of the subject property (Attachment C).

Mr. Latta said the proposed fence would be installed on the diagonal, from the southwest corner of the house toward the sidewalk on NW Maple, continuing east along NW Maple to the southeast corner of the property. The fence design includes three foot indentations every six lineal feet, resulting in sidewalk setback measurements of three feet and six feet. The eight foot high wood fence includes a one foot wood trellis along the top.

Mayor Tomlinson announced that failure to raise an issue, accompanied by statements or evidence sufficient to afford the City or other parties the opportunity to respond to the issue, precludes appeals to the State Land Use Board of Appeals based upon that issue. Failure of the applicant to raise constitutional or other issues relating to proposed conditions of approval with sufficient specificity to allow the local government to respond to the issue precludes an action for damages in Circuit Court.

Applicant/Appellant Presentation

Sean Smith read from his written testimony (Attachment D), supplemented by a slide presentation. Highlights:

- Two windows were added to the south wall facing NW Maple to provide natural light, emergency exits, and sight lines to the street.
- In 2002, the City informed him he could construct a five foot tall fence next to the sidewalk, with offsets, and outside of the visual clearance area.
- The fence was not installed in 2002, and current rules only allow for a three foot high fence.
- Approximately 40 percent of the neighborhood houses are rental properties.
- Noise and light pollution are livability issues. Items have been thrown at the house windows in the middle of the night, dogs frequently run loose, vehicles come and

go at all hours, vehicle doors are slammed at all hours, neighborhood doorbells are rung in the middle of the night.

- A home invasion occurred nearby in 2008. Last summer, two neighborhood pit bulls were loose when he was walking home with his four-year-old daughter.
- RS-3.5 requires a 20-foot side yard setback and a 15-foot front yard setback. The neighbor constructed a six foot high fence, 15-feet from the sidewalk. To continue that fence onto his property requires a $2,000 fee and public hearing due to the setback differential between the front and side yards.
- Other Oregon communities allow six and eight foot high fences in side yards, outside of the vision clearance area.
- Corner lot houses are designed with garages opposite the corner for safety reasons. This puts the bedrooms closer to the street. Fences and hedges are necessary to buffer noise and ensure privacy.
- The proposed fence is not unusual for the neighborhood. The taller neighborhood fences have successful LDOs.
- The house is setback 45-feet from the sidewalk; there is a large amount of open area.
- Safety and visibility issues were addressed with the removal of a landscaped mound on the corner of the property and windows were installed to the south.
- The proposed fence would not obstruct the view to the street from the new windows. There is a nine inch elevation difference between the grade under the window and the three foot setback from the sidewalk. The floor inside the house is an additional 18 inches above grade.
- The fence would allow a safe backyard for his children instead of attempting to cross Circle Boulevard to play at the nearest park.

Mr. Smith presented a new fence design for consideration. The new design squares off the diagonal and removes the trellis top. The new height is proposed at seven feet instead of eight. This places the height of the fence at less than half of the window height. Pavers would be installed from the fence toward to the sidewalk to enhance the pedestrian path. The new design includes the three foot indentations every six lineal feet.

Mr. Smith quoted from the Comprehensive Plan, Section 1.1, Local Planning Context, Background. "...the Plan is intended to maintain and improve the existing quality of life for all residents within the Urban Growth Boundary...." and Policy 1.1.8, "City adopted indicators of livability shall be considered in making land use decisions."

Mr. Smith presented neighborhood crime indicator information (within one-quarter mile) gathered during the last three years (Attachment E)

Questions of Applicant/Appellant

Councilor Hirsch:
What is the height of the fence at the NW 16th Street dead end?
Mr. Smith: Six feet.
There are two yellow houses on NW Maple located next to each other. One has a chain-link fence connected to the neighbor's yellow wooden fence. How high are the two fences?

Mr. Smith: The chain link fence is six-feet high.

Are there any other seven or eight foot high fences in the neighborhood?

Mr. Smith identified several houses in his neighborhood with five, six, and higher fences, some with 10-foot tall adjacent hedges.

Councilor Daniels:

Have you spoken with your neighbors about the petty crime issues?

Mr. Smith: We have discussed the loud parties. There are a lot of dog issues.

Barking dogs violate the City's noise ordinance. The neighborhood can take an organized approach about livability issues.

Mr. Smith: Loose dogs is the problem.

Is there a neighborhood association?

Mr. Smith: Not at this time. The neighborhood is 40-percent rentals.

Councilor Hervey:

Have neighbors provided feedback about the fence design(s)?

Mr. Smith: Neighbors were concerned with the height and diagonal line of the first design. They seem happy with the new design. Opinions vary between a six foot or seven foot high fence.

Councilor Hirsch:

Are you requesting a seven-foot high fence?

Mr. Smith: Yes. The original was seven feet with a one foot trellis. The new design removes the trellis, leaving the fence at seven feet.

Councilor Hirsch noted that a crosswalk is being installed at the intersection of NW Circle Boulevard and NW 17th Street to ensure a safer crossing of Circle.

Councilor Brown:

Please clarify the attributes of the new design.

Mr. Smith: A straight fence with a rounded corner replaces the originally submitted diagonal fence line. Along NW Maple, there will be three foot setbacks every six feet with vines growing up the fence in each setback. The trellis has been removed. The new design does not limit visual clearance from the house to the street.

Councilor Daniels:

Does the new design extend along the property line to the corresponding back yard property line?

Mr. Smith: Yes.

What is the setback from the sidewalk?

Mr. Smith: Three feet.

Councilor Hervey:

Will the current vegetation above three feet be removed?

Mr. Smith: Yes. Removing the Laurel hedge increases the site lines from the back of the house.

Staff Report

Mr. Latta reviewed the appeal issues and staff conclusions related to the original proposal:

1a. *The proposal complies with LDC 2.12.20(a), LDO Purposes (efficient use of land).* Staff concurs.

1b. *The proposal complies with the intent of LDC 2.12.20(f), LDO Purposes (compensating benefits) as described in Ordinance 2000-43 (LDC amendment).* Staff does not agree that meeting the intent of the LDO, as described in the ordinance, means (f) has also been met. Compliance with (f) is required by the review criteria in LDC Sections 2.12.30.06.b.2, 2.12.30.06.a.5, and 2.12.30.06.a.11. These Sections require LDO applications comply with the background and purposes of LDC 2.12, LDO, and provide benefits that compensate for development standard variations. It is incorrect to assume that the LDO review criteria is met if the LDO intent is met. The review criteria is only met if benefits are provided so that the intent of the development standard is met.

The development standard in LDC 4.2.50.01(a) states that hedges, fences, and walls shall not exceed three feet in height within any required yard adjacent to a street or within a through lot easement.

The intent of the fence height standard is to provide an open space between tall fences and sidewalks to increase pedestrian safety, neighborliness, and to enhance pedestrian environment.

The appellant proposed three compensating benefits:

1. The fence fosters neighborhood interaction and better neighbor relations.

The appellant's narrative states the interaction will only occur for a short-time as a new site element. Comprehensive Plan Policy (CPP) 9.24 states that neighborhoods shall be pedestrian-oriented to include interaction between public and private spaces. Staff and the Land Development Hearings Board (LDHB) opined that the fence is a barrier to the balance between public and private spaces of the site, and is incompatible with surrounding uses.

2. Safety for residents will be increased.

Staff and the LDHB acknowledge that the fence will provide a safe place for children at the residence. The intent is to balance public safety. An eight foot tall fence constructed parallel to a nearby sidewalk limits the ability of the subject resident and neighboring residents to view the public sidewalk. This is a safety concern and inconsistent with CPPs. The newly proposed seven foot high fence also limits view of the sidewalk.

3. The fence will enhance visual aesthetics.

Visual aesthetics cannot be used as a compensating benefit due to the subjective nature of the visual enhancement and lack of ability to judge the enhancement. Additionally, when considering whether aesthetics are improved, the comparison cannot be fence versus current conditions. The comparison must be the proposed fence versus the fences allowed by standards in LDC 4.2.50.

Staff finds that all three compensating benefits do not compensate for the variations so that the intent of the development standard is met. Therefore, the proposal is not consistent with LDC.

2. *CPP 1.1.8 (livability indicators) was not followed during the decision making process. Additionally, CPP 9.3.7 (lighting and noise) was not considered.*
CPP 1.1.8 and 9.3.7 were considered and found to not be decision-making review criteria, per LDC 2.12.30.06.b.

3. *The appellant was not allowed a regular rebuttal at the February 17, 2010 LDHB public hearing.*
The February 17, 2010 LDHB minutes noted that the applicant/appellant was provided an opportunity to rebut the staff presentation. Although there was confusion whether it was an actual rebuttal, the applicant/appellant was given the time to rebut.

4. & 5. *Both issues relate to bias by LDHB members.*
The resolution to bias is a public hearing with Council. Staff did not find that the bias allegations were substantiated.

6. *Staff did not follow guidelines in providing a projector during the LDHB public hearing.*
The LDC does not address the use of electronic equipment at public hearings. The use of the City's projector is not a review criterion of a land use application.

7a. *Staff made the wrong recommendation to the LDHB with biasing language when they are to be neutral.*
LDC 2.12.30.05(b) directs staff to review Major LDO applications and prepare a staff report that includes a recommendation for approval or denial. The LDC does not direct staff to remain neutral.

7b. *Staff should have considered Comprehensive Plan finding 9.2.y, and policies 9.2.5(k)(l), and 9.2.7.*
- 9.2.y and 9.2.5(k) and (l) discuss functionality of narrow streets. The proposal does not narrow the street.
- 9.2.7(A) (reduced setbacks and minimum lot size requirements) was considered by staff during the review. Staff and the LDHB found the proposal inconsistent with the policy.

Mr. Latta noted that the Council and LDHB staff reports address the Major LDO review criteria. Staff and the LDHB find that the proposal does not comply with the following LDC criteria:

- Section 2.12.30.06.a(5) – Consistency with background and purposes of Chapter 2.12 - LDO
- Section 2.12.30.06.a(11) – Compensating benefits
- Section 2.12.30.06.b(2) – Consistency with Sections 2.12.30.06.a (2) through (11); typically reviewed as Minor LDOs, and included for Major LDOs

- Section 2.12.30.06.b.3(a) and (b) – Basic site design and visual elements criteria
- Section 2.12.30.06.b.3(g) – Landscaping for buffering and screening

The remaining criteria are satisfied and/or do not apply to the subject proposal.

Staff concludes that the proposed fence is not consistent with the goals, findings, and policies of the Comprehensive Plan; the variation request does not meet many review criteria for a Major-LDO; and the appeal issues have all been addressed.

Staff recommends Council deny the appeal and uphold the decision of the LDHB.

Questions of Staff

Councilor Hamby:
If the height of the proposed fence was three feet, would the LDC be satisfied?

Mr. Latta: Yes, the issue is fence height.

Did the fences shown in the photographs presented by the applicant/appellant go through the LDO process?

Mr. Latta: The Firwood property fence went through the LDO process via the LDHB. The LDHB found extenuating circumstances such as the location of the church next door and the abutting right-of-way that is higher than the house. Staff did not determine whether the other properties presented by Mr. Smith went through a LDO process. Mr. Smith requested information about specific fence LDO cases. Those cases included approved fences of heights between four and six feet.

The applicant/appellant stated that the hedges on his property are seven to eight feet high. If a fence is not approved and the hedges remain, would the City ask the applicant/appellant to cut down the hedges?

Mr. Latta: The City does not actively seek out violations of the LDC. Responses are based on complaints. The taller Laurel hedge on the property complies with LDC standards, due to the setback. The shorter hedges located under the windows are in violation of the 20-foot setback.

Councilor Brown:
The diagram included in the staff report does not include the new fence design.

Mr. Latta: The new plan was only briefly observed last Friday and never submitted for review. The staff report responds to the fence design originally submitted and related to the appeal.

Councilor Daniels:
Could Council approve the new proposed fence design via a Condition of Approval?

Mr. Latta: Yes.

Councilor Hervey:
Please clarify appeal issue two.

Mr. Latta: CPP 1.18 addresses livability indicators considered in land use decisions. Staff determined that livability standards pertinent to this case are

identified in LDC Chapter 4.2, Landscaping. Staff addressed those livability indicators during the review.

Is staff and the LDHB concluding that there are no compensating benefits to justify the variation?

Mr. Latta: Yes, the proposed eight foot high fence is not compatible in the neighborhood or throughout the City on corner lots and side yards. Staff found that the proposed compensating benefits did not justly the variation.

Could Council reverse the decision of the LDHB by developing modifications to the proposed fence?

Mr. Latta: Yes.

Councilor Raymond:

Would the findings be different if one could see through the fence?

Mr. Latta: The two-inch gap between each fence board of the Firwood fence was a consideration in that LDO. The gap allowed for some visibility onto the sidewalk. The issue in this case is public safety on sidewalks. If someone collapses on the sidewalk next to the proposed fence, the homeowner and his neighbor to the east would not be able to see that person and request emergency assistance.

Councilor Hervey:

Mr. Smith stated that when he purchased the home, there were no windows facing NW Maple. Without the windows, he would not have had a view of the street or the sidewalk so it is difficult to understand how public safety can be a factor in this case.

Mr. Latta: Staff reviews applications based on current circumstances. Mr. Smith currently has a view of the sidewalk and street.

Councilor Daniels:

The reason for not having a high fence close to the sidewalk is more for the safety of pedestrians versus the property residents. This is the "eyes on the street" concept.

Mr. Latta: The main concern is safety. There are other CPPs that address open space and encouraging neighborhood interaction.

The Comprehensive Plan was developed prior to the current LDC. There are sections in the Comprehensive Plan that provide instructions for what the LDC will be when developed to match the Comprehensive Plan. Review criteria throughout the Comprehensive Plan are based on the livability indicators in the LDC.

Mr. Gibb: The LDC was developed after the Comprehensive Plan was adopted. The LDC developed review criteria that implemented livability factors identified by the Comprehensive Plan.

Public Testimony – Support – None.

Public Testimony – Opposition – None.

Public Testimony – Neutral – None.

Right to Submit Additional Written Argument

Mr. Smith waived his right to submit additional written argument.

Mayor Tomlinson closed the public hearing.

Deliberations

Councilors Daniels and Brown, respectively, moved and seconded to deny the proposed Major Lot Development Option subject to the adoption of formal findings and conclusions.

Councilor Daniels said she is sympathetic to the issue of corner lots and Mr. Smith's specific issues. The proposal does not comply with a long list of review criteria based on community livability. In addition, no compensating benefits have been identified.

Councilor Hamby said to comply strictly with the LDC, the fence could only be three feet high. A three foot design does not provide compensating benefit to the neighborhood. A seven foot fence provides the applicant/appellant with a solution to his neighborhood issues. He makes a strong case for needing a higher fence. Councilor Hamby expressed concern that the LDC is complicated and the LDO provides a way for these types of decisions to be lenient. Mr. Smith currently has a legal eight foot hedge that prevents him from seeing the street or sidewalk. If a fence is approved, the hedge will be removed and the top of the fence line will be lower than the legal hedge. Mr. Smith also added two windows to his house so, essentially, he will have more eyes on the street. Mr. Smith is trying to make his home more livable. Councilor Hamby will not support the motion.

Councilor Hirsch said the neighborhood in question includes fences of varying heights. He will not support an eight foot fence, but is willing to support a six or seven foot high fence. He opined that the fence at the end of 16th Street is taller than six feet.

Councilor Brown said the new proposal removes the diagonal fence line and places the fence between the two new windows. The view from one window is completely unobstructed by the fence and would provide a good view to the sidewalk and street from the house. There would be a decrease in visibility from the other window if a fence is installed. There is no view from the back of the house due to the existing hedge.

Councilor Hervey said the issue involves compensating benefits. Installing a bench with rain cover in one of the fence indentations would provide pedestrians a resting place, enhance the livability of the neighborhood, and provide a compensating benefit. A picket fence would keep neighborhood dogs out of the yard and increase visibility if an unobstructed view from one of the windows is not sufficient. He opined that the proposed fence will not decrease light pollution.

Councilor Raymond said she is sympathetic to the issue of protecting family in addition to providing the neighborhood with an attractive fence. The proposal does not meet LDC

standards. Fences should not be the alternative to protecting families. Better protection needs to be provided by the Police Department and Neighborhood Associations.

Councilor O'Brien noted that the fence at his house keeps his children and pets in the yard. He commended Mr. Smith for his efforts and said he made a strong case for protecting his family. Although he could not support an eight foot fence, he would consider a six foot fence with one foot trellis. Councilor O'Brien added that Mr. Smith has the right to the sanctity of his property and he would not support a condition requiring a public bench.

Mr. Gibb said the case before Council is the original proposal. The applicant/appellant suggested an alternative proposal and Council is discussing additional alternatives. He cautioned that any alternative must be definitive enough to submit findings and provide staff and Mr. Smith specific conditions. Discussing height and setbacks is appropriate. Designing a fence is problematic.

Councilor Beilstein said he is considering the proposal originally presented and not new proposals that may be created by conditions. To enclose the back yard with an eight foot fence is comparable to providing security through a fortress approach. A three foot fence would stop most intrusions and dogs. A picket fence would be adequate. Fences cannot be considered for absolute security. Mr. Smith's goal can be accomplished within the LDC. The proposal is for a seven foot fence with a one foot trellis. He will support the motion to deny.

Councilor Brown said the applicant/appellant could have built a five foot high fence next to the sidewalk in 2002. A house nearby installed a five foot fence abutting the sidewalk, and behind that fence are eight foot Arborvitae. There are many items in the neighborhood not consistent with current code. A fence that is five or six feet high can keep children in yards and out of busy streets.

Councilor Daniels noted that the applicant/appellant can build an eight foot high fence outside of the setback. The issue is where an eight foot high fence can be located.

Councilor Raymond said she will uphold the LDHB decision and deny the request. If alternative conditions are being considered, she would not support a seven foot high fence, but would consider a five foot high fence.

Councilor Hirsch said he would support a six foot high fence with trellis and adding a bench for the public.

The motion failed three to five, based on the following roll call vote:
Ayes: Beilstein, Daniels, Raymond
Nays: Hirsch, O'Brien, Hervey, Hamby, Brown

Councilors Hamby and O'Brien, respectively, moved and seconded to approve the proposed Major Lot Development Option subject to Conditions of Approval made during Council

deliberations; thereby reversing the Land Development Hearings Board decision and upholding the appeal.

Councilor O'Brien suggested a six foot high fence including a one foot trellis, with three feet by six feet indentations, and installed on a straight line instead of diagonal.

Councilor Daniels agreed with Councilor O'Brien's suggested conditions and added that the fence begin between the two new windows. Councilor O'Brien agreed that was the intent of the motion. Councilor Hamby concurred with the suggested condition.

In response to Councilor Beilstein's inquiry, Councilor O'Brien clarified that he is proposing a six foot fence with an additional one foot trellis for a total height of seven feet.

Councilor Beilstein said he would oppose a total height of seven feet. He would consider a five foot high fence with an additional one-foot trellis. Councilor Raymond concurred.

Councilor Hirsch noted that the proposed fence height is not unusual for the neighborhood.

Mayor Tomlinson recessed Council from 8:59 until 9:08 pm.

Planning Manager Young read Condition of Approval 1, as drafted by staff in response to Council discussion:

> The proposed fence should be no higher than seven feet tall with a minimum one foot trellis. Portions of the fence parallel to Maple Street shall include three foot deep indentations along every six lineal feet. No portion of the fence shall be nearer than three feet to the nearest edge of the sidewalk. The fence shall connect to the house in a perpendicular alignment between the two windows on the south facade. This fence shall be reviewed through the building permit process.

Councilors O'Brien and Hirsch, respectively, moved and seconded to amend the main motion to include Condition of Approval 1 as read by staff.

Councilor Beilstein stated opposition for the motion due to the fence height.

Councilor Daniels spoke in support of the amendment. She thanked Councilor Brown for observing that the new proposal presented by the applicant/appellant leaves one window unobstructed by the fence.

Councilor Hervey noted that the language as read does not specify where the fence will be placed between the two windows. He suggested that the fence be closer to the eastern window.

Councilor Hervey added that he will oppose this amendment as not meeting compensating benefits. He will present an alternative amendment if this amendment fails.

Councilor Raymond said the Planning Commission and community needs to understand that the LDC will continue to be followed as written. She stated opposition for tall fences in neighborhoods.

Councilor O'Brien said the applicant/appellant is a homeowner who values the appearance of his home. He has made and continues to make improvements, pays his property taxes, and attempts to create a family environment in his neighborhood. His efforts are a benefit to the community and worthy of praise. He will support the amendment.

Councilor Hirsch said the unstated compensating benefit is the homeowner investing and remaining in the community.

The motion passed five to three based on the following roll call vote:
Ayes: Hirsch, Daniels, O'Brien, Hamby, Brown
Nays: Beilstein, Hervey, Raymond

Councilors Hervey and Hirsch, respectively, moved and seconded to include an additional Condition of Approval for the installation of a rain-proof covered bench in one of the indentations, to be used as a resting point for people walking by.

Councilor Beilstein said the amendment sounds attractive; however, he is not comfortable with Council further designing this fence and will not support the motion.

Councilor O'Brien noted that Council most likely does not want to order a private property owner to provide a public amenity.

In response to Councilor Hirsch's inquiry, Mr. Fewel said it would not be appropriate for Council to ask the applicant/appellant his opinion. He added that this is a land use hearing based on evidence submitted into record. The decision is achieved by applying the evidence to the criteria.

Councilor Hervey said Council was original asked to support or oppose the LDHB decision. There has been no testimony supporting compensating benefits for exemptions from the criteria. The amendment provides compensating benefits to justify opposition of the LDHB decision.

Councilor Hamby said the compensating benefit is improving the aesthetics of the property. If 95 percent of the community never drives down this street, they will never observe a compensating benefit.

Councilor Brown said this is a *de novo* hearing. Council has been presented with a different proposal than what was considered by the LDHB. The difference is the design of the fence. A compensating benefit is the combination of the bigger window installed by the homeowner in terms of providing visibility for public safety.

In response to Councilor Daniels' inquiry about clarifying where the fence will be located between the windows, Mr. Gibb said because staff does not have any related dimensions, they drafted "in between" in the Condition language.

The motion failed one to seven based on the following roll call vote:
Ayes: Hervey
Nays: Hirsch, Beilstein, Daniels, O'Brien, Raymond, Hamby, Brown

The main motion passed six to two based on the following roll call vote:
Ayes: Hirsch, Beilstein, Daniels, O'Brien, Hamby, Brown
Nays: Hervey, Raymond

Final Decision

Mayor Tomlinson announced that Formal Findings will be presented during the April 19 Council meeting.

XI. ADJOURNMENT

The meeting adjourned at 9:22 pm.

APPROVED:

_____
MAYOR

ATTEST:

_____
CITY RECORDER

To: Corvallis City Council

From: Mayor Charles Tomlinson CCT

Subject: Economic Development Allocation Appointments

Date: April 2, 2010

I am appointing the following individuals to serve on the Economic Development Allocation Sub-committee:

Rick Schroff	Rick is a local business person who served on the Allocation Sub-Committee last year.
Brian Weldon	Brian is the former President of the Software Association of Oregon, local Corvallis Chapter, a local business person and served on the Sub-Committee last year.
Tammy Jaquith	Tammy is a local businesswoman and a member of the Rotary Club of Greater Corvallis.

These individuals either live or work in Corvallis.

4/5 - requested by Councilor Daniels. K

Councilor Empol thanked the residents of the Pickford/Leonard Property complex who came to tonight's Council meeting, acknowledging that courage is needed to speak out about situations of their living environment when there are possibilities for repercussions.

Colleen Alex, 42927 Island Inn Drive, Lebanon, said she has worked for the Parks and Recreation Department for five seasons, commuting 68 miles each day, to and from her home. Her work involves trees and landscaping. Other seasonal employees' duties include the Youth Parks Corps Program and dismantling homeless camps. Each year she hopes to gain a permanent job with an increased wage and benefits. She opined that seasonal Parks and Recreation Department employees deserve to be treated equally and fairly, and she asked that the Council acknowledge the seasonal employees. She suggested that the Council envision the condition of local parks without the efforts of seasonal employees.

Mayor Berg concurred that seasonal Parks and Recreation Department employees perform important work. She inquired what specific action Ms. Alex would like in terms of acknowledgment by the Council. Ms. Alex responded that the seasonal employees would like the Council to voluntarily recognize the employees so they can become part of the AFSCME union.

VII. PUBLIC HEARINGS

A. A public hearing to consider a Land Development Code text amendment (LDT03-00003 – allowance of changeable sign copy by other than manual means)

Mayor Berg reviewed the order of proceedings and opened the public hearing.

Declaration of Conflicts of Interest – None.

Staff Report

Associate Planner Yaich stated that the proposed Land Development Code (LDC) text amendment, initiated by community members, is based upon a request to change provisions regarding signs. The Council received information via an Urban Services Committee meeting report and initiated a text amendment procedure last April, directing staff to prepare a text amendment proposal that would allow signs with electronically changeable text. The Planning Commission considered the proposed text amendment during September, made minor modifications, and forwarded to the Council a recommendation for approval.

Mr. Yaich referenced the staff report and explained that the current sign legislation does not allow the text message of a sign to be changed by other than manual means. He presented a diagram of the text area of a sign that could be changed. He said the City allows some signs with electronically controlled copy, such as those indicating time and temperature. The proposed text amendment's impacts on the community must be considered, along with the Comprehensive Plan and LDC criteria by which to evaluate the impacts in terms of established criteria and values in the community.

Mr. Yaich cited two key components of electronically changeable signage that must be considered:

1. The rate at which sign text may be changed. *Does a rapidly changing message create a visual distraction or safety issues, and is such a message the aesthetic image the community wants to promote?*
2. The intensity of light sources in the signs. *Generally, the newer sign technologies use light-emitting diodes, incandescent lights, or video display boards. The nighttime impacts of these types of lighting should be considered.*

Mr. Yaich reviewed the three LDC sections proposed for amendment:

1. Chapter 1.6, Definitions; Section 1.6.30, Meaning of Specific Words and Terms – The current LDC does not clearly define text-changeable signs. The proposed definition would address the new technologies emerging in the sign industry and the existing signage with changeable text.
2. Chapter 4.7, Corvallis Sign Regulations; Section 4.7.50, Prohibited Signs – Delete the prohibition of signs with electronically changeable text.
3. Chapter 4.7, Corvallis Sign Regulations; Section 4.7.80, Allocation Provisions and Design Standards by Type of Sign – If the City's current review criteria support signs with electronically changeable messages, add a new subsection (4.7.80.07, General Requirements for Variable Message Signs) to specify the standards to ensure that such signage is compatible with the goals and objectives stated in the Comprehensive Plan and LDC.

Mr. Yaich said the Planning Commission discussed the rate at which text changes should be allowed. The original proposal specified three changes in a one-hour period; the Planning Commission clarified the proposal to one change every 20 minutes to avoid the possibility of three rapid changes in a one-hour period.

Staff reviewed the proposal in comparison with similar legislation in other communities, which support the proposed limitation of one text change every 20 minutes. Rapid text changes in a short time period creates concerns of visual distractions and safety. If text changes are limited to intervals of more than 20 minutes, sign owners will be discouraged from using the newer technology because of the difficulty in conveying messages to readers. He observed that a 20-minute interval between text changes seems a good balance between eliminating visual distractions and recognizing the community's aesthetic concerns.

Mr. Yaich stated that the City currently allows internally illuminated signs in most districts, with standards outlined in the LDC. Illuminated signs should not cause direct glare on adjacent properties or streets. He acknowledged that the standards are somewhat vague, but they have existed for some time; there is no record of complaints regarding illuminated signs.

Mr. Yaich said staff researched other communities' legislation regarding implementing sign illumination limitations. Some communities regulate the amount of footcandles emitting from the sign. Most illuminated signs are located along streets and are surrounded by other light sources, making it difficult to measure the light emitting from the sign. Staff supports the existing sign lighting standard.

Mr. Yaich explained that the proposed LDC text amendment was intended to make the new sign technology feasible within the city, based upon the community's established standards for impacts on adjacent properties and compatibility criteria. The existing sign legislation has been content neutral, and the City does not want to regulate sign message content because of United States Constitution First Amendment rights. In evaluating the text amendment request, the Council must consider the effectiveness of existing standards. Other City sign standards address issues of location, size, height, number of signs, and lighting. The proposed text amendment should be enforceable.

Mr. Yaich summarized that the Planning Commission forwarded to the Council a recommendation for approval of the proposed text amendment, subject to a minor change. The Planning Commission's questions regarding lighting impacts were addressed in Mr. Yaich's presentation to the Council.

In response to Mayor Berg's inquiry, Community Development Director Gibb explained that the City has requirements regarding reducing lighting glare and impacts from illuminated signs; there are no regulations specifically involving footcandle measurements. Mr. Gibb confirmed that the requirements are effective.

Questions of Staff – None.

Public Testimony – None.

Mayor Berg closed the public hearing.

Questions of Staff – None.

Deliberations

Mr. Fewel read an ordinance relating to a Land Development Code text amendment, amending Ordinance 93-20, as amended.

Councilor Brauner said he is pleased that the Planning Commission and citizens found a solution to the requested LDC text amendment without opening the entire sign legislation to revision, which was a concern to many. He is happy the City, through the text amendment, can amend its sign legislation to remain current with sign technology in a way that addresses citizens' concerns and maintains the community's principles. He will support the ordinance.

Councilor Grosch referenced Councilor Griffiths' memorandum, included with the staff report, outlining her concerns regarding legislation enforcement, intensity of light source, use of colored illumination, establishing a footcandle standard, and text change frequency. He expressed understanding of Councilor Griffiths' concerns, which were discussed when the request was submitted through Councilor Brauner. He opined that the ordinance represents an enforceable, reasonable solution to the request. He does not expect that colored lights will be problematic and does not believe the issue needs to be addressed through the legislation. He opined that Councilor Griffiths' concerns were adequately addressed, and he will support the ordinance.

Councilor Wershow stated that he voted against the Council reconsidering the sign legislation amendment. He said he spoke tonight with Terry Barker, who was Chair of the Planning Commission when the sign legislation was developed. Mr. Barker told Councilor Wershow that the Commission had a difficult time with the legislation and reached a compromise. The Commission wanted signs that "invited attention but did not demand attention" and eliminated distraction. Councilor Wershow opined that the proposed ordinance follows the Planning Commission's goal of 15 years ago.

Mayor Berg noted that the Council received tonight a handout entitled, "Key Discussion Points: Lighting Impacts of Variable Message Signs."

Final Decision

ORDINANCE 2003-30 passed unanimously.

Appeal Process

Mr. Fewel announced that no one has grounds to appeal the Council's decision, since no one testified in the public hearing.

B. A public hearing to consider a Comprehensive Plan amendment and an appeal of a Planning Commission decision on Land Development Code District Map Change (CPA03-00002, ZDC03-00011 – Reith)

Mayor Berg reviewed the order of proceedings and opened the public hearing.

Declaration of Conflicts of Interest – None.

Declaration of Ex Parte Contacts

Councilor McRoberts reported that she spoke with Connie Ehninger; however, their conversation was limited to the public hearing process and will not affect her ability to make a fair and impartial decision.

Councilor Empol reported that she received a letter from Michael and Erika Louie, and she noted that an almost-identical letter was sent to Councilor McRoberts. She expects that other Councilors received similar letters. She stated that the Louies' letter will not affect her ability to make a fair and impartial decision.

Councilors Grosch and Zimbrick indicated that they received similar letters from the Louies.

Mayor Berg explained that Councilors declare *ex parte* contacts to ensure that no member of the Council has information that the other members do not have.

Declaration of Site Visits

Councilors Wershow and Empol reported that they visited the subject site.

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i.e. what factors would be brought in as part of the public hearing process. Planning Division Manager Schlesener stated that there would not be many compatibility issues brought in as part of a straight subdivision, only if it were a planned development.

Commissioner Graetz felt that it might be more appropriate to develop on the east side of 53rd in RS-9 zoning area, which appears to already have single family dwellings as part of it. This neighborhood already seems to have a good mix with its existing zoning to act as a comprehensive neighborhood.

Commissioner Bailey stated that he will be voting against this motion because of the argument from the Chair about frontage of single family residences on 53rd being an issue. It seems that it is appropriate to have Medium Density on 53rd in order to avoid the development of through lots.

Commissioner Graetz thought that a proposal for RS-6 might be more appropriate, and Commissioner Bailey concurred.

The **motion passed** 3-2, with Commissioners Osen and Bailey voting against the motion.

In response to a question from Commissioner York, Deputy Attorney Coulombe stated that the Commissioners could not consider changing the district designation to RS-6 since that had not been proposed by the applicant.

MOTION: Commissioner Graetz moved that the Planning Commission deny the proposed change to the District Designation Map from RS-3.5 (Low Density Residential) to RS-9 (Medium Density Residential) (ZDC03-00011). Commissioner York seconded the motion. The motion **passed** 3-2, with Commissioners Osen and Bailey voting against the motion.

O. Appeal Period: 12 days from date decision is signed.

III. PUBLIC HEARING: Sign Code Text Amendment - Allowance of Changeable Sign Copy By Other Than Manual Means (LDT03-00003)

A. Opening and Procedures:

Noting that there were no new members in the audience, the Chair opened the Public Hearing but dispensed with reviewing the public hearing procedures for a legislative amendment hearing.

B. Declarations by the Commission: Site visits, conflicts of interest or ex parte contacts

None were declared.

C. Staff Report:

Associate Planner Yaich explained that the Legislative Amendment to the Sign Regulations of the Land Development Code deals specifically with a certain type of signage that is currently prohibited by the Code. The request came from members of

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the community who wished to use this new technology. This proposal was sent to the Urban Services Committee (USC) in March of 2003. The USC recommended that the City Council initiate a text amendment to address it. City Council initiated the text amendment on April 7, 2003.

The specific type of signage includes signs which have changing messages that can be controlled by internal computers, wireless/radio frequencies, and other non-manual means. The current Code allows for signs that have changing messages, but only those that have messages changed by hand.

The proposed amendments would:

1. Establish a definition for signs that have changeable copy through manual or non-manual means;
2. Eliminate the prohibition on signs that have copy changeable by other than manual means; and
3. Establish operational standards for this type of signage.

In looking at the operational standards, the proposed amendment focuses on the frequency or rate at which the actual message, copy or text is altered. Intensity of a light source for illuminated signs is already dealt with in Chapter 4.7.

Staff looked at several Code examples across the country and Code requirements are all over the board. Some Codes are very specific while others ignore the technology. It was determined that the most appropriate and enforceable standard would be to establish a maximum rate of change for sign text that would ensure the signs do not provide a distraction for motorists. The proposal is to allow changes three times in any one-hour period.

D. Discussion and Action by the Commission:

Commissioner York expressed concern for the change frequency, since it could result in changes that were no more than thirty seconds apart, with an interval of 59 minutes thereafter. He suggested that the requirement be something a bit more lenient like limiting changes to no greater than every three or four minutes.

Mr. Yaich stated that Staff based the recommended interval on other municipal Codes that have been in place for several years, and have had success using this criteria. The standard of every 20 minutes seems to be a logical time frame for pedestrian traffic. The real concern is safety of motorists and distractions that a sign might provoke.

Commissioner Bailey stated that he had made a field visit to the Nazarene Church on Highway 99W and had watched drivers' eyes as they drove past the church sign board. It seemed that folks were watching it quite awhile. He supports 20 minutes, but understands Commissioner York's concern about cycling a message rapidly three times between intervals of 59 minutes, and would support a change in the language to keep this from happening.

Commissioner Daugherty asked Staff why City Councilors Griffiths, Wershow, and Grosch had made comments in their deliberations that amending the Sign Code could be controversial. Staff stated that, in general, various users of signs are very

interested and vested in how signs are regulated and the issue can be controversial when amendments to the Sign Code are made.

MOTION: Commissioner Bailey moved that the Planning Commission recommend to City Council approval of LDT03-00003, a Text Amendment to the Land Development Code's sign regulations - Sections 1.6.30, 4.7.50, and 4.7.80, to allow both manual and automatically controlled variable message signs, as specifically written in Attachment B of the staff report. Commissioner Daugherty seconded the motion.

MOTION TO AMEND: Commission York moved to amend the original motion by changing the language in Section 4.7.80.07(A) to read:

A. The interval of change in the message or copy of a variable message sign, whether manual or automated, **may not be any less than 20 minutes.** In no case shall the sign exhibit characteristics of those signs prohibited in Section 4.7.50(g).

Commissioner Bailey seconded the Motion to Amend.

Commissioner Bailey asked Staff if existing signs should have their rate grandfathered. Manager Schlesener stated that permits that have already been issued get to operate under the requirements in place at time the permit was granted.

Commissioner Barlow Pieterick expressed concern about signs that make sounds during the changing process that might impact neighboring properties. Deputy Attorney Coulombe stated that the noise ordinance already covers excessive noise, and that if the sign was plainly audible from 50 feet away, that Code would apply.

Commissioner Graetz asked if the OSU exemption meant that OSU could have electronic signs already, and Staff affirmed that was the case.

Motion to amend passed unanimously.

Commissioner York went on record of being supportive of a much smaller interval, in a four- to five-minute range.

Original Motion passed unanimously.

IV. MINUTES:

A. August 6, 2003 LDHB Minutes were deferred for consideration.

B. August 6, 2003 Planning Commission:

Commissioner Bailey requested that on page 10, item E. 1st paragraph, add "consideration" after Planning Commission in next to last line. Same page and item, 2nd paragraph, change "practice areas is nil" to "practice times is nil." Commissioner York requested a change on page 3, last paragraph, line 3, add the word "handbook" after Airport. On page 8, strike the paragraph starting with Main Motion in bold, as it is redundant. Commissioner Graetz requested that instead of listing departure times for the Commissioners as part of the heading, the Recorder make a notation of the items

Appeal of LDO09-00016
2215 NW 16th Street

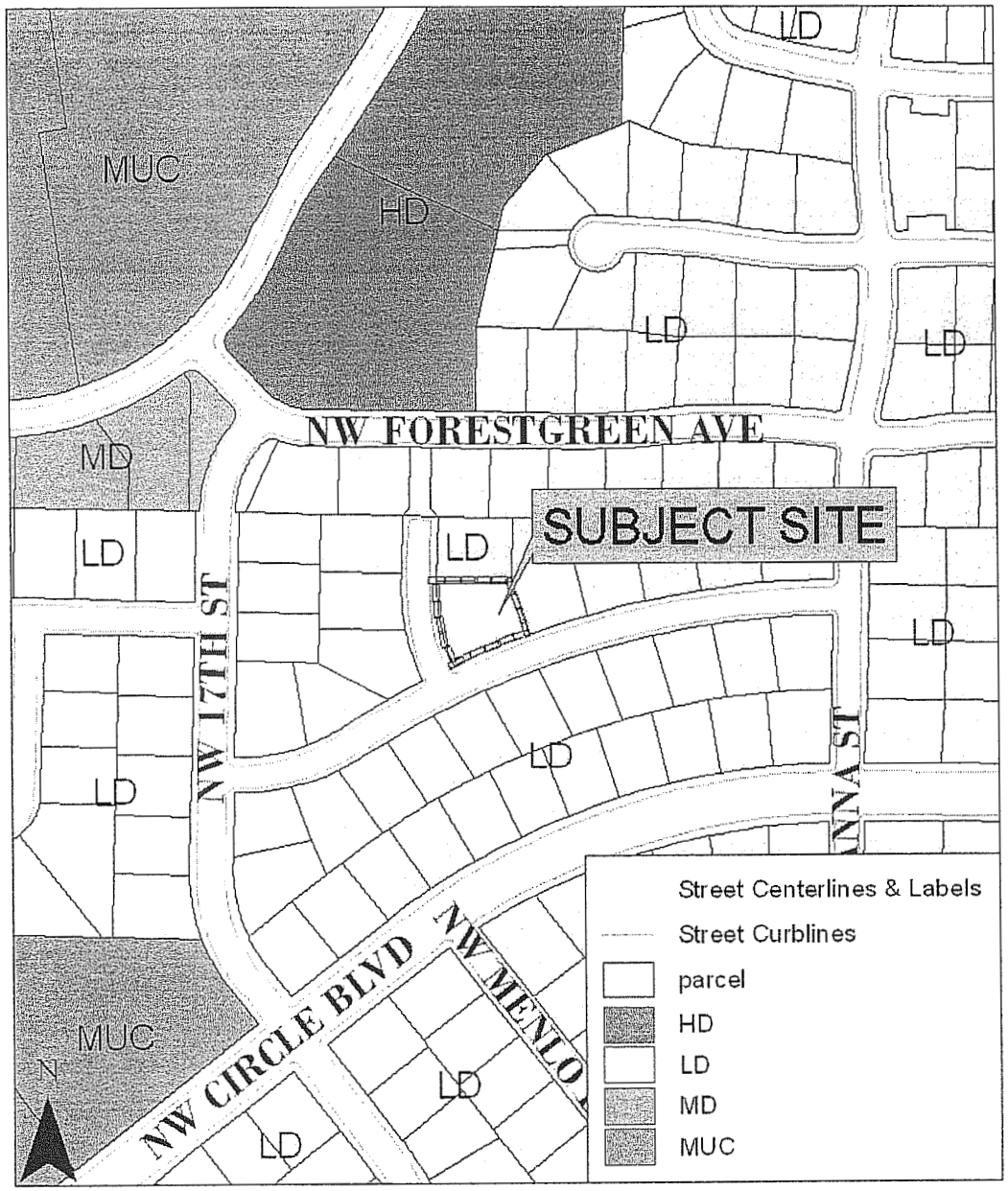
Staff Overview of Appeal

Appellant:	Sean Smith
City Staff:	Brian Latta, Assistant Planner
Hearing Body:	Corvallis City Council
Date:	April 5, 2010

Applicant's Request

Approval of a Lot Development Option request to vary from one Land Development Code standard. The request is to vary the height limit of a fence by 166% in the street side yard setback from three ft. to eight ft.

Comprehensive Plan Map



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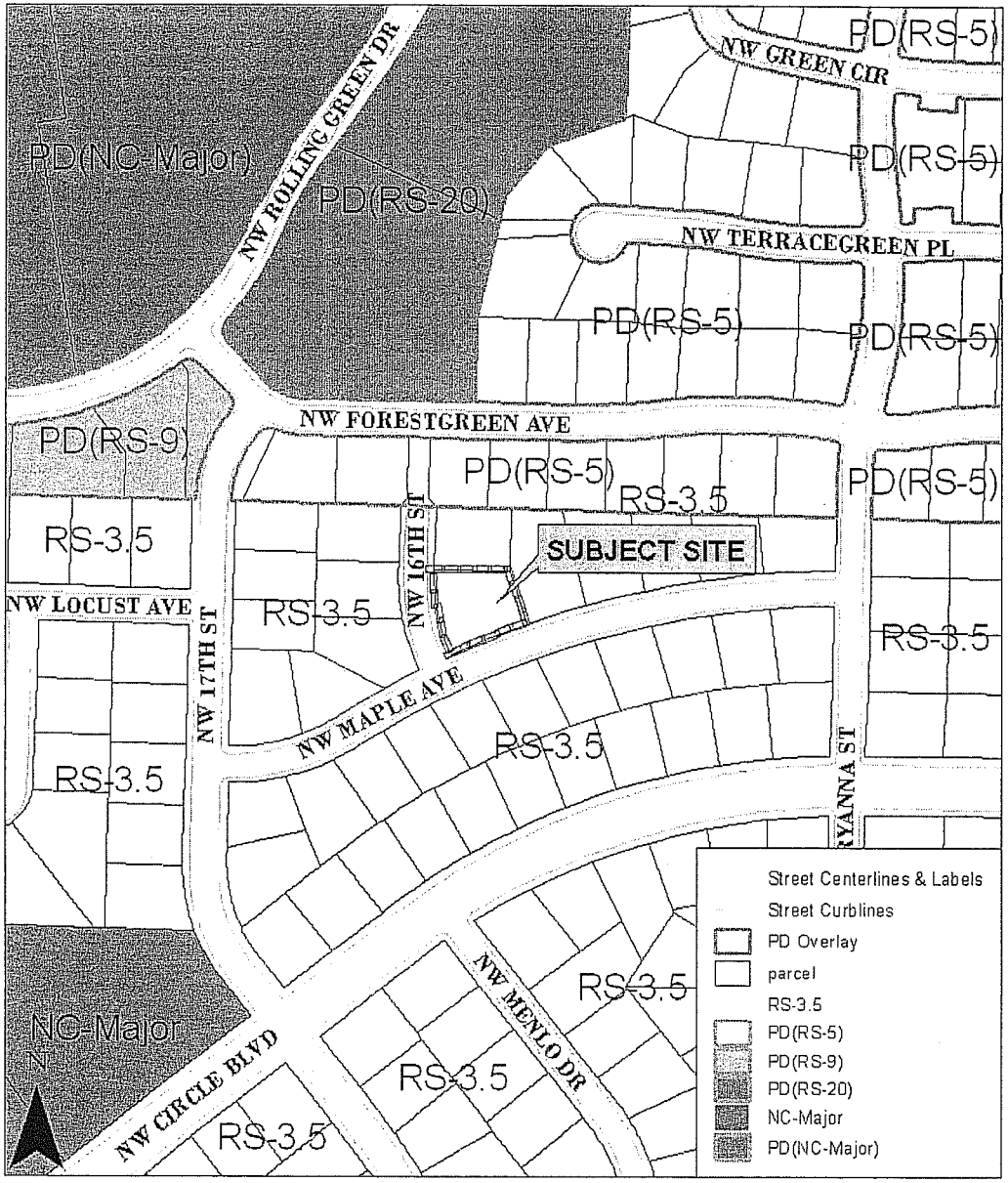
Zoning Map



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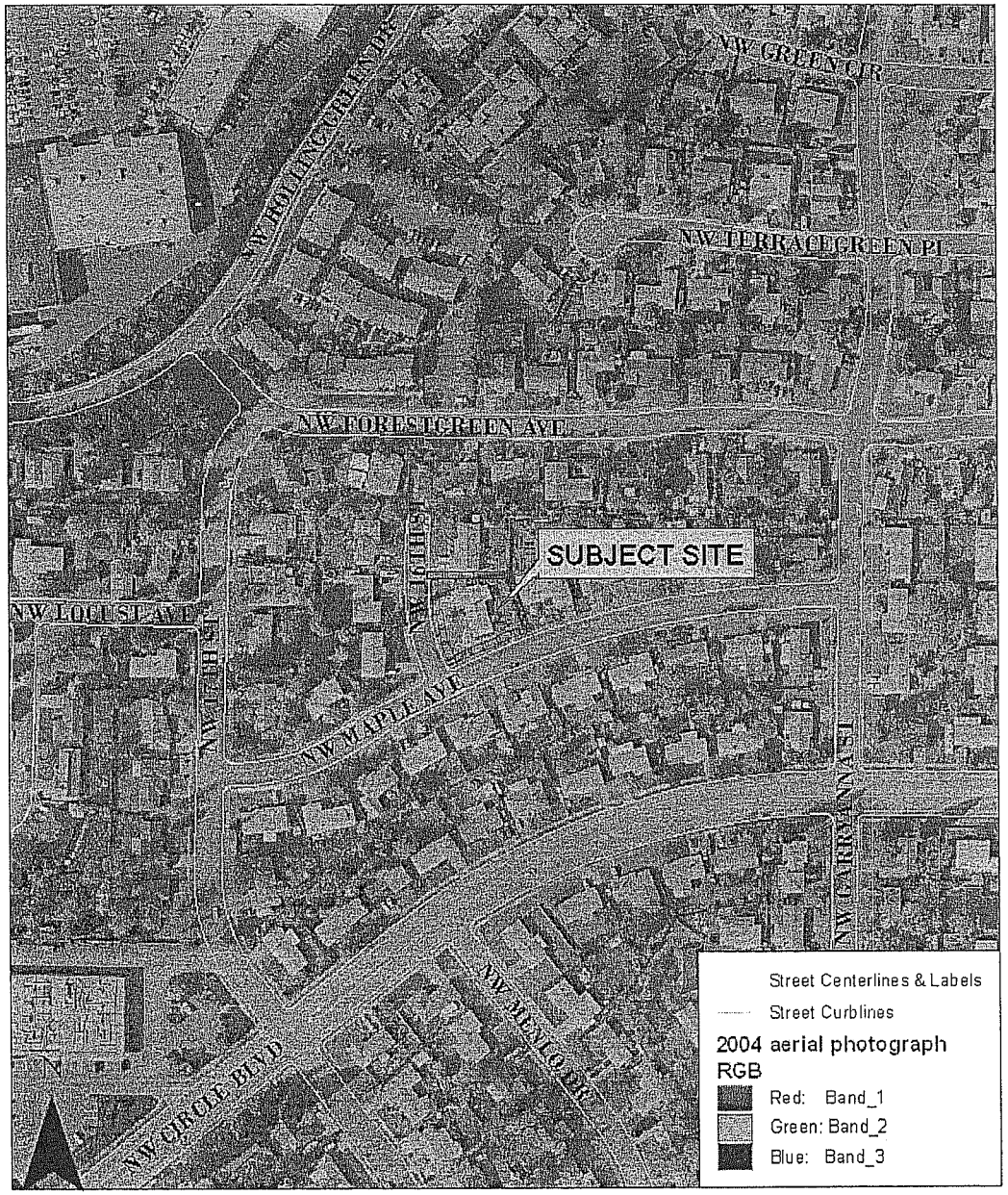
Existing Conditions Map



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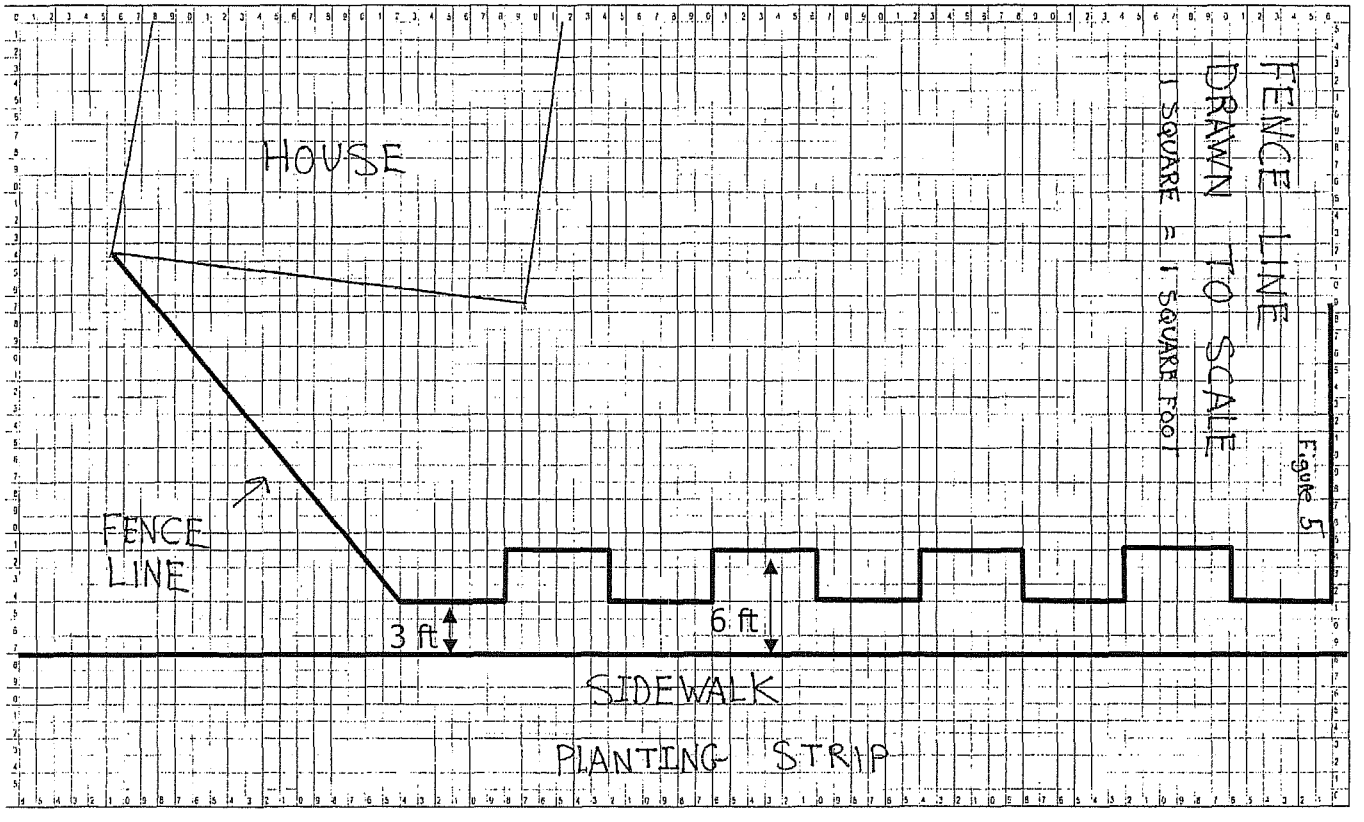
APPLICANT'S SITE DRAWING



Appeal of LDO09-00016
2215 NW 16th Street

CORVALLIS
ENHANCING COMMUNITY LIVABILITY

Lot Development Option: Full Staff Report

Appellants:	Sean Smith
City Staff:	Brian Latta, Assistant Planner
Hearing Body:	Corvallis City Council
Date:	April 5, 2010

Appeal Issues

1. *Contrary to the LDHB's findings the proposal does comply with LDO purpose statements 2.12.20(a) and (f). In regards to LDC Section 2.12.20(f) the appellant states that the proposal meets the intent of the LDO as described in an ordinance amending the LDC (Ordinance 2000-43).*

- Staff concur with the appellant that purpose statement 2.12.20(a) is satisfied.
- Staff do not concur with the appellant that the purpose statement in LDC Section 2.12.20(f) is satisfied. Additionally, staff do not agree with the appellant's assertion that because the intent of the LDO, as described in ordinance 2000-43, is met that LDC Section 2.12.20(f) is also met.
- Compliance with LDC Section 2.12.20(f) is required by the review criteria in LDC Sections 2.12.30.06.b.2, 2.12.30.06.a.5, and 2.12.30.06.a.11.

Development Standard

LDC Section 4.2.50.01(a):
Hedges, fences, and walls shall not exceed three ft. in height within any required yard adjacent to a street or within a Through Lot easement area of a lot.

Intent of Development Standard

The intent of the fence height standard is to provide an open space between tall fences and sidewalks. Consistent with Comprehensive Plan policies 5.2.3, 9.2.1, 9.2.4, 9.2.5.I, and 11.6.1, the open space provided by the development standard increases pedestrian safety, neighborliness, and enhances the pedestrian environment.

Proposed Compensating Benefits

1. The fence fosters neighborhood interaction and better neighbor relations;
2. Safety for residents will be increased; and
3. The fence will enhance visual aesthetics.

Appeal Issues Continued

2. *Comprehensive Plan policy 1.1.8 was not followed in making a decision on the proposal. Additionally, Comprehensive Plan policy 9.3.7 was not considered in the decision.*

- Comprehensive Plan policies 1.1.8 and 9.3.7 were considered in review of the proposal, and found to not be decision-making review criteria, per LDC Section 2.12.30.06.b.

Appeal Issues Continued

3. *The appellant states that he was not allowed a regular rebuttal at the February 17, 2010, LDHB public hearing.*

- As reflected in the draft minutes of the February 17, 2010, LDHB public hearing, the applicant was given an opportunity to provide a rebuttal to the presentation of the staff report.

Appeal Issues Continued

4. *The appellant states that LDHB Board Member Reese was not able to make an impartial decision. This allegation is based on evidence that Board Member Reese owns property in the vicinity of a photograph that was shown by City Staff at the February 17, 2010, LDHB public hearing and did not disclose this during deliberations. The photograph was of a fence located within the side and front yard setback of a single family residence.*

5. *The appellant states that the LDHB Members may have been implicitly biased, because of the lack of diversity in where they live. The appellant notes that all three board members live in Corvallis Ward 8, and in Timberhill Plats with Homeowner's Associations.*

Appeal Issues Continued

6. *The appellant states that City Staff did not follow their own guidelines with respect to providing the applicant with a projector at the February 17, 2010, public hearing.*

- A discussion of the City's internal policy regarding the use of the City's electronic equipment by the public is included in the March 31, 2010, Memorandum to the Mayor and City Council. In spite of that discussion, the LDC does not address the use of electronic equipment at public hearings. Therefore, the use of the City's projector is not a review criterion for the subject land use application.

Appeal Issues Continued

CORVALLIS
ENHANCING COMMUNITY LIVABILITY

7. *The appellant states that Staff made the wrong recommendation to the LDHB with biasing language when Staff is supposed to remain neutral. The appellant also states that Staff should have considered Comprehensive Plan findings and policies 9.2.y, 9.2.5(k)(l), and 9.2.7.*

- LDC Section 2.12.30.05(b) directs staff to review a Major LDO application and prepare a staff report with a recommendation for approval or denial. Nowhere in the LDC is staff directed to remain neutral in their recommendations.

Appeal Issues Continued

7. *The appellant states that Staff made the wrong recommendation to the LDHB with biasing language when Staff is supposed to remain neutral. The appellant also states that Staff should have considered Comprehensive Plan findings and policies 9.2.y, 9.2.5(k)(l), and 9.2.7.*

- Comprehensive Plan finding 9.2.y and policies 9.2.5(k) and (l) were not considered in regards to the fence variation, because these items discuss the functionality of narrow streets and the proposal would not narrow the street.

Appeal Issues Continued

CORVALLIS
ENHANCING COMMUNITY LIVABILITY

7. *The appellant states that Staff made the wrong recommendation to the LDHB with biasing language when Staff is supposed to remain neutral. The appellant also states that Staff should have considered Comprehensive Plan findings and policies 9.2.y, 9.2.5(k)(l), and 9.2.7.*

- Comprehensive Plan policy 9.2.7(A) was considered by staff in reviewing the proposal. Staff and the LDHB found that the proposal was inconsistent with the policy.

Major LDO Review Criteria

Staff and the LDHB find that the proposal does not comply with the following review criteria:

- Section 2.12.30.06.a(5) – Consistency with Background and Purposes of Chapter 2.12 - Lot Development Option
- Section 2.12.30.06.a(11) – Provides Compensating Benefits
- Section 2.12.30.06.b(2) – Consistency with Sections 2.12.30.06.a(2)-(11)
- Section 2.12.30.06.b.3(a) and (b) – Basic Site Design and Visual Elements
- Section 2.12.30.06.b.3(g) – Landscaping for buffering and screening

The remaining criteria are either satisfied by or do not apply to the subject proposal.

Conclusion and Recommendation

- The proposed fence is not consistent with the goals, findings and policies of the Comprehensive Plan.
- The variation request does not meet a number of the review criteria for a Major Lot Development Option.
- The appeal issues raised by the appellant have all been addressed.
- Staff and the LDHB recommend the City Council UPHOLD the decision of the LDHB and DENY the appeal.

TURN-OFF CELL PHONE

(**SHOW COURT HOUSE**) I was born in Corvallis many years ago. I was here when Richey's, Payless, and JC Penny's were downtown on the Plaza Hotel block. This was the early 60's when they were still going strong. I was here when Avery Park still had a Zoo. I was here when West Coast Airlines had regular passenger service at the Corvallis Airport. They later merged and became Hughes AirWest.

We moved back to Corvallis in 2002 to raise a family and are here now. The house required some renovation and changes before moving in. (**SHOW HOUSE WITH SOUTH WINDOWS**) We put windows on the south wall of the house facing Maple where there were none. This was let more natural light in and provide additional emergency exits. It also provided sightlines out the windows which we will talk about later.

When we bought the place, we planned to put a fence in and did a locate to find where the underground utilites were. (**SHOW LOCATE**). I called the City and talked to a planner named Joe Kasper (**SHOW KASPER DOC**). He explained we were only allowed to put a 5 foot fence in next to the sidewalk and had to incorporate offsets. The fence also had to be outside something called a visual clearance area. I talked to him about where I wanted the fence, but I was told I would need a stop sign at the corner which wasn't likely to happen. We felt 5 feet didn't meet our needs for privacy and security, so we put the project on hold since we were busy with a new born and planning another and frankly didn't have to funds to proceed. Life sometimes gets in the way of your plans

(**SHOW RENTAL**) It's not the greatest neighborhood, but it is in a convenient location. I have a lot of pedestrian traffic by my house and I can tell by the amount of trash that gets thrown there. Thankfully I've only stepped in dog pooh once. Noise and light pollution are also becoming an issue for us. Rental houses now make up about 40% of the properties along Maple and 16th. The two rentals across from my house on Maple have vehicles that come and go as we sleep. One of them has been primarily rented to college students since it became a rental. I was a renter until we bought this place. The problem is they come and go at odd hours of the night. They park their cars outside my bedroom windows slamming their car doors as they come and go when we're sleeping. Circle Bvld is a block away and that generates noise and if the City ever punches Circle through to Harrison it will just increase. With OSU's goal of increasing the student population 10 to 15K over the next 15 years, I expect more rentals in the neighborhood. We've had rocks and soft drinks thrown at our windows in the middle of the night while we've slept. (I'm hoping it's not a bias intimidation thing since wife is non-white) All the doorbells on our street have been rung in the middle of the night. The neighbors called that incident in. I disconnected the doorbell after the second time. Dogs are often running loose. **(SHOW GT ARTICLE)** The wakeup-call for me was when a block

away over on Forest Green two renters participated in a home invasion of another house nearby. They were too stupid to realize someone was home and were arrested and now live in the big house with a really tall fence.

If the home invasion was the wake-up call, the call to action was when this last summer I was walking back from Albertson's with my 4 year old daughter and we noticed two loose large pit bulls. My daughter was terrified and I told her not to stare at them and we would walk slowly home. For the first time I felt totally unsafe in my neighborhood 100 feet from my house in broad daylight. I knew then the front-yard was no longer a safe place for the kids to play. I knew then I had to get that fence built for the backyard and needed a "bigger" area for them to play in. I also knew I needed a fence tall enough to ensure the safety of my children. **(Show Mailbox)** If you did a site visit you may have noticed one house with a mailbox at the street. Why, because the mailman won't deliver to the house because of the dogs. In hindsight after talking to the neighbors I should have called it in, but I know from experience dogs of even the most responsible owners get out occasionally. Parents shouldn't have to worry about the safety of their children in their own front yards.

There are other issue too. You know the renters are going to be issue when they start talking about how great the garage will be for parties since it has a concrete floor and they will be able to easily hose off the vomit. Believe me we were glad when they moved.

Why don't we move? That's a good question. We don't want to move. We're settled here. We just want to make our property livable by making it safe, private and secure with a fence that meets our needs. I guess we could rent it to one of those 10 to 15,000 students OSU is expecting in the next 10 to 15 years and move elsewhere.

When I decided to see what the current fence rules were, I found out I could no longer erect the five foot fence that I could have when I bought the property, but could only build a 3 foot fence in my exterior side yard. I talked to someone who had a planning booth at Da Vinci days and found out about the lot development option. With further research I found if I wanted to put in the 5 foot fence that I was allowed to build when I bought the house, I would need to pay an $856 fee and have a public hearing and still not be guaranteed the right to build it.

(**EARTH**) I then noticed the City was requesting the fee be raised to $2000 and submitted written testimony against that. I pointed out that for some reason only my zone of RS-3.5 has a greater exterior side yard setback which is 20 feet than a front yard setback which is 15 feet. This allows my neighbor to construct a 6 foot fence 15 feet from the sidewalk, but if I want to continue that fence into my yard today a $2000 fee would be required along with a public hearing. (**SHOW HEDGES**) Even the 4 and a half foot hedge beneath my windows requires a $2000 fee and a public hearing today. A fence or hedge above 3 feet requires a fee of $1166. Any fence, deer fence, wall, or hedge 4 feet and above requires a $2000

fee if you want to build it in a setback. I say 4 and above rather than above 4 because the code says 33% not 33 and 1/3%.

I think it's obvious the Corvallis LDC has some flaws and it doesn't respect corner lots, but treats them as second class properties. (**SHOW SALEM**) In Salem you can put a 6 foot fence in your exterior side yard outside the vision clearance area – no questions asked. In Portland it's 8 feet. (**SHOW EARTH**) These single level houses on corner lots almost always have their garages with their driveways opposite the corner for safety reasons especially with houses oriented as mine. When someone is coming around a corner as you're backing out of your driveway, you want to give them any extra space possible. This means the bedrooms tend to be along the street. Fences and hedges are necessary to buffer the noise from the street along the bedroom sides of the house and to ensure the privacy of the occupants. This is necessary to maintain the "livability of the home". I don't want two front yards and that is what the City is effectively doing with the restrictive exterior side yard setback. Other neighborhoods require deer fences in their front yards to protect their plants.

The City would have you believe the fences and hedges of the height I'm suggesting are unusual in my neighborhood. This is nothing unusual in my neighborhood or in many other neighborhoods. These are legal fences since they all had successful LDO's. (**SHOW LDO'S**) The neighborhood characteristics from these properties are no different than my own. Only thing odd about my lot is the abundant amount of open area. My house is setback 45 feet from the sidewalk when only 15 is currently required. It could be argued I have too much open area and I'm not being facetious. If I said I need to reduce open area to make the agoraphobic more comfortable, I could be accused of being facetious.

Now let's address the City's contention about safety and visibility. (**SHOW SIGHT LINES**) I don't really don't know the safety risk of blocking a view that is already obscured. I feel parked cars and trucks are much more of a safety issue obstructing the view of pedestrian from cars. I'm not blocking the view of pedestrians from traffic. If someone falls down on the sidewalk a 3 foot fence will block the view as much as a 10 foot fence. This fence would definitely obscure the view from the windows I had installed that didn't exist when I bought the house and whose blinds are almost always down, but I the top half will be unobstructed for a view across the street. We have talked about installing a security camera looking at Maple and probably will. I don't know where the best balance between safety and privacy is.

I don't like visual obstructions and it was a concern of mine when I moved in. (**SHOW MOUND**). I removed the major one on my property the first year. I didn't feel cars could see well enough coming around the corner. (**SHOW AERIAL WITH MOUND REMOVED**). With removing the mound and adding windows even after they have been partially obscured by the fence, there will have been a net increase in visibility since we bought the property.

(**SHOW FRONT YARD SHOT**) As far as open space is concerned my front yard has more open space than any other yard in the neighborhood, and I think I contributed more than my fair share. I leave it to the City to prove otherwise.

We just want to make more efficient use of our lot and by building a fence that meets our needs for safety, security, and privacy. Pedestrian oriented design features are important. I bike to work about the half the time and usually walk to the store if it's WinCo or Albertson's.

The height I'm proposing seems to be somewhat controversial. I don't necessary want or feel I need the trellis feature. It was added to enhance the beauty of the fence for the neighbors and pedestrians. It had the added feature of hopefully slowing down the pit bulls if they tried to get in the yard, but I can live without it. The 7 foot height I believe is necessary. Why? Many people are over 6 feet tall, but few are over 7 feet tall which would give us the privacy we need. I don't need strangers walking by and looking in my bedroom windows. We want the top third of our window open, but the bottom two thirds obscured, and a 7 foot fence should do this. (**SHOW CUL-DE-SAC WINDOW**) I will lower the fence if too much is obscured and if we can't look out to see across the street. (**SHOW WATER LINE LEVEL SHOTS 1, 2 & 3**)We measured the elevation between the sidewalk and the patio using a water level and found an 11 inch difference. We then measured the elevation difference between the grade 3 feet back from the sidewalk and the grade under the window and found a 9-half inch difference. The floor inside is another 18 inches above grade making the sight blockage from inside the house equivalent to about a 4 foot 8.5 inch fence from my sightlines inside the house. The large scary dogs are in a yard with a 6 foot fence and it's not keeping them in now. I'm not really sure what will keep them out, but I know higher is better than lower. (**SHOW FIRST SHOT OF FRONT AGAIN**)

A number of issues make this property and location unique. We have two major shopping center that draw a lot of vehicle and pedestrian traffic by my house. I have an extremely large front yard which more meets the need for open space. The closest City Park is across Circle BLVD. I hate cross it. There has been more than one occasion when I've started across only to retreat when the vehicle I thought was going 35 to 40 was probably going 50 plus. I rather have a larger backyard for the kids to play in than risk crossing the street with them.

Address City Issues in Appeal.

Define Livability

Comprehensive Plan Intent

Comp Plan Livability

Report Card on Livability

Pedestrian Standards

Setback changes

Open Space Definitions

My Open Area

Projector getting viruses through an analog video signal is hogwash and if your IT staff told you that they owe you an apology.

The question is whether this project does this project maintain and improve the existing quality of life which is the intent of the Comprehensive Plan.

SUBSET OF ADDRESS SCAN
2215 NW 16TH STREET
CY 2007, 2008, 2008

INCIDENT DESCRIPTION	COUNT
BURGLARY	26
DOG BARKING	14
DOG CUSTODY	5
DOG VICIOUS	4
DOG AT LARGE	29
FIGHT	4
LOUD MUSIC or LOUD PARTY	49
PERSON SEEN WITH A GUN	1
PROWLER	7
RAPE	1
SCREAM or CALL FOR HELP	2
SHOTS FIRED/HEARD	4
SUSPICIOUS ACTIVITY, PERSON OR VEHICLE	139
THEFT FROM VEHICLE	15
THEFT I, II, III 12-46	30
THREATS MADE	6
TRAFFIC COMPLAINT	46
TRESSPASS	15

AIRPORT COMMISSION
MINUTES
March 2, 2010
DRAFT

Present
Dan Allen, Vice-Chair
Louise Parsons
Jim Moran
Bill Dean
Brian Wall
Rod Berklund

Absent
Todd Brown, Chair, Excused
Vince Remcho, Excused
David Hamby, Council Liaison, Excused

Staff
Dan Mason, Airport Coordinator
John Sechrest, Corvallis Benton Chamber Coalition
Aaron Edewards, Corvallis Benton Chamber Coalition

Visitors
John Larson, Corvallis Aero Service
Rod Lockrem, Corvallis Aero Service
Lanny Zoeller, Pilot
Ty Parsons, Pilot
Bill Gleaves, Pilot
Jack Mykrantz, Pilot

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Open Meeting, Introductions	X		
II. Review of February 2, 2010 Minutes			Approved
III. Visitor Comments			N/A
IV. Old Business • None			N/A
V. New Business • T. Gerding Lease Assignment 200 SW Airport Ave.			Commission voted to include this item on the consent agenda for City Council
VI. Update on Industrial Park	X		
VII. Update on Airport	X		
VIII. Update on FBO	X		
IX. Update on City Council	X		
X. Information Sharing • Monthly Financial Report • Oregon Airport Management Association Meeting • Oregon Aviation Board Meeting	 X X X		

CONTENT OF DISCUSSION

I. Open Meeting, Introductions

Vice-Chair Allen called the meeting to order. All present introduced themselves.

II. Review of Minutes

Commissioner Berklund moved to approve the February 2, 2010 minutes; Commissioner Moran seconded. The minutes were approved unanimously.

III. Visitor Comments

Visitor Bill Gleaves reported that the power line that runs parallel to the road between REACH and the propane tanks is a hazard, particularly to REACH's helicopters. He stated that the line should be buried, which would be preferable, or at the very least marked. Mr. Mason stated that he is aware of the situation and has discussed it with the Federal Aviation Administration (FAA). The FAA has stated that it is not a safety problem since REACH is only authorized to land their helicopters on one of the runways and hover-taxi to their location. He agreed to request an estimate from Pacific Power to bury the line to help determine if the City should take that action.

IV. Old Business

None.

V. New Business

T. Gerding Lease Assignment 200 SW Airport Ave.

Mr. Mason reported that Mr. Gerding asked to assign the lease, and the City needs to complete a "consent to assign" form. Visitor Zoeller pointed out an error in the lease document, which Mr. Mason said was an old error in the legal language which is corrected a couple pages later, but is required to stay in the recorded copy by the Benton County Recorder. **Commissioner Parsons moved to include this item on the consent agenda for the City Council; Commissioner Berklund seconded the motion, which passed unanimously.**

VI. Update on Industrial Park

Mr. Sechrest reported that there are no new lease discussions. He also reported that there have been no new leads from the State. He is planning to have a tenant meeting for the Airport Industrial Park (AIP) soon after Mr. Mason returns from vacation on March 15. The Commission expressed no preference in a meeting date.

The Commission discussed the hurdles for getting a Pacific Power substation installed at the AIP.

VII. Update on Airport

Mr. Mason reported the following:

- Marion County has approved a zone change which will allow Helicopter Transportation Services, Inc. (HTSI) to move to the Aurora Airport. HTSI has stated that it will move the entire operation to Aurora, once their new facility is completed.

- Jim Schrock has been using the airport runway for his crop dusting operation and was issued a Mobile Service Provider (MSP) license by the City.

- Eric Dapp may be interested in selling his corporate hangar. He is talking about buying another hangar at the airport.

- There have been six "no parking: fire lane" signs placed along the east fence of the T-hangars. People have been parking there, though it is not a designated parking area and is necessary for emergency access.

- The FAA will be at the Independence State Airport to review the Through-the-Fence policy there.

VIII. Update on FBO

Mr. Larson reported that the FAA issued Corvallis Aero Services (CAS) a Part 135 Air Carrier Certificate, so CAS can now offer on-demand charter services to anywhere in the 48 contiguous United States. They currently have one plane on the service, a Cessna 172. Rates have yet to be determined. CAS will put together a flyer and add information to their website.

IX. Update on City Council

Mr. Mason reported that Councilor Hamby passed the Commission's request for stimulus funds on to the City Council.

X. Information Sharing

Monthly Financial Report

No discussion.

Oregon Airport Management Association Meeting

The Oregon Airport Management Association held its semi-annual meeting in Salem on February 24. Significant items that came out of this meeting are that there is a new interim Oregon Department of Aviation (ODA) Director, Doug Hedlund, and that the ODA has an approximately $500,000 deficit. The ODA requested the Pavement Maintenance Program (PMP) funds be diverted to assist with current operations. A bill has passed the Oregon Legislature to approve this action and is awaiting the Governor's signature. This will impact the PMP by delaying projects for a year or more. The Corvallis Municipal Airport had ODA-funded pavement maintenance completed in 2009.

Oregon Aviation Board Meeting (OAB)

Mr. Mason attended the OAB meeting in Salem on February 25 to observe the discussion of the Connect Oregon III applications. There were 23 applications from airports around Oregon, and the application listed at the top was for a control tower at the Aurora State Airport.

The meeting was adjourned at 8:05 a.m.

NEXT MEETING: April 6, 2010, 7:00 a.m., Madison Avenue Meeting Room

BICYCLE AND PEDESTRIAN ADVISORY COMMISSION
MINUTES
March 5, 2010

Present
Brad Upton, Chair
Joel Rea
Susan Christie
Dan Herford
Rosie Toy
Gerry Perrone
Mike Beilstein, City Council

Staff
Jo Morgan, Public Works
Lisa Namba, Public Works
Steve Rogers, Public Works
Mary Steckel, Public Works
Tim Bates, Public Works
Becky Merja, Parks and Recreation
David Philips, Parks and Recreation

Absent
Andy Ross

Visitors
Joel Hirsch, City Council
Walter Prichard
Bruce Moffatt
David Sandrock

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Call Meeting to Order/ Introductions	X		
II. Review of February 5, 2010 Minutes			Approved as amended
III. Visitor Comments • David Sandrock, Civic Beautification and Urban Forestry Committee	X		
IV. Old Business • None			N/A
V. New Business • Bike Boulevard Presentation • Sustainability Initiatives Fee		X	Postponed to the April meeting Supported the package and ranked the initiatives
VI. Information Sharing	X		
VII. Commission Requests and Reports			N/A
VIII. Pending Items • Bike Parking • Draft Education Plan			

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 suggested some corrections to the February 5, 2010 meeting minutes. Under Visitor Comments, he pointed out that the Sustainability Town Hall Meeting is scheduled for March 11, not February 25. He also clarified his response to visitor Laura Duncan Allen's comments regarding the Urban Services Committee's decision about bike lanes on Harrison Blvd, adding that he told her that BPAC did recommend revisiting the Harrison Corridor study, but USC decided to not pursue that recommendation.

Commissioner Rea moved to approve the minutes as amended. Commissioner Toy seconded the motion. The minutes were unanimously approved.

III. Visitor Comments

David Philips from the Corvallis Parks and Recreation (P&R) Department presented and reviewed a handout describing the proposed Sustainability Initiatives Fee (SIF) that P&R is working on with Public Works. The City Council adopted an Urban Forestry Management Plan in October 2009 and the Urban Forestry portion of the SIF would implement some of that plan.

<u>David Sandrock, Civic Beautification and Urban Forestry Commission (CBUF)</u>
Visitor David Sandrock presented a brief slideshow to share what CBUF is and what they do. Becky Merja, Corvallis Urban Forester, provided some historical background on the formation of CBUF.

IV. Old Business

None.

V. New Business

<u>Bike Boulevard Presentation</u>
The Commission decided to postpone this discussion in favor of providing feedback on the Sustainability Initiatives Fee options.

<u>Sustainability Initiatives Fee</u>
Mr. Rogers presented information on the proposed Sustainability Initiatives Fee (SIF). He said that the five items on the SIF have been discussed at different times over the past few years. Staff has assembled them and is presenting them together, but in a pick-list, not a package; each proposal can be supported independently from the others. Outreach will take most of March and possibly part of April. Staff will present the package of five items, along with the input received prior to that time, to the City Council Administrative Services Committee meeting on April 21. Along with stakeholder outreach, there will be an insert in *the City* newsletter that comes out at the end of March and a copy of the briefing paper has been provided to the Corvallis Sustainability Coalition. Mr. Rogers is asking for input from BPAC about the five items in the proposal and overviewed them briefly:

- Transit Service Fee. This fee would add a charge to the City services bill and is proposed to be based on a trip-generation formula, exactly as is done with the Transportation Maintenance Fee. This would provide a fareless transit system; it would replace all

property tax funding for the transit system, removing it from competition with other property tax-funded activities; and it would provide a mechanism for funding future enhancements to transit service. The transit master plan indicates that the transit system should provide one hour of transit service per capita per year; currently, the transit system provides about half of that. In response to a question, Mr. Rogers stated that little, if any, of the current revenue from transit group pass programs would be lost.

- Sidewalk Safety Program. This would change the ordinance, making sidewalks the responsibility of the City to maintain, which would require a funding source. This fee would be based on every property in the city paying an equal portion of the total, unlike those based on trip generation.
- Urban Forestry Program. This fee would provide funding to begin implementing the Urban Forestry Plan, which was adopted by the City Council last year. It has the potential for positive impacts on sidewalks and bike lanes. Mr. Rogers noted that there was conversation about using the fee to manage vegetation encroaching on sidewalks and bike lanes, but that this proposal would not replace the existing method for dealing with encroaching vegetation.
- Alternate Transportation Modes. This program focuses on bicycle and pedestrian infrastructure. Ms. Steckel pointed out that this is a separate concept from the other proposals because it would create new infrastructure rather than working with existing infrastructure.
- Energy Conservation/Renewable Energy Projects. This item came out of the City Council's Energy Sustainability discussion at least two different times. It is proposed to be a granting program funded through the fee.

The Commission agreed that they support the entire package, but also ranked the initiatives by importance: 1) Alternative Modes, 2) Sidewalk Safety 3) Transit, 4) Urban Forestry, 5) Additional Transit Service and 6) Energy. One represents BPAC's highest priority and six the lowest.

VI. Information Sharing

Chair Upton reported that he will be going to the National Bike Summit in Washington, D.C. next week for a conference and to lobby Congress to consider bicycle legislation. He stated that he has convinced the Oregon group, which typically focuses predominately on Portland, to promote the Corvallis-to-Albany path.

Councilor Beilstein reminded the Commission about the upcoming Sustainability Town Hall.

VII. Commission Requests and Reports

None.

VIII. Pending Items

Bike Parking
Not discussed.

Draft Education Plan
Not discussed.

The meeting was adjourned at 8:55 a.m.

NEXT MEETING: April 2, 2010, 7:00 a.m., Madison Avenue Meeting Room

DRAFT
Subject to review & approval

CORVALLIS CITIZENS ADVISORY COMMISSION ON TRANSIT
MINUTES
March 10, 2010

Present
Bob Lowry, Chair
Stephan Friedt, Vice-Chair
Susan Hyne
Tom Kincaid
Brandon Trelstad
Hal Brauner, Council Liaison

Absent
Paul Aljets, ASOSU
Ray Shimabuku
Robert E. Wilson

Staff
Lisa Namba, Public Works
Tim Bates, Public Works
Cindy Hallett, Public Works
Steve Rogers, Public Works
Mary Steckel, Public Works
Becky Merja, Parks & Recreation
Jackie Rochefort, Parks & Recreation

Visitors
John Oliver
Stewart Wershow

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Introductions	X		
II. Approval of January 13, 2010 Minutes			Approved.
III. CACOT/Visitor Comments	N/A		
IV. Old Business • Possible Park & Ride Locations • Possible Satellite Transit Centers		 X X	
V. New Business • Sustainability Initiative Fee Presentation			Supported all proposed initiatives in ranked order.
VI. Information Sharing • Written Report	X		
VII. Commission Requests and Reports	N/A		
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 Trelstad, respectively, moved and seconded to approve the January 13, 2010, minutes. The motion passed unanimously.

III. CACOT/Visitor Comments

None.

IV. Old Business

Possible Park & Ride Locations - Mr. Bates spoke with the property manager at Sunset Center at 53rd Street and Philomath Boulevard. At this time Sunset Center management is not ready to commit to a designated Park & Ride on its property.
Possible Satellite Transit Centers in Corvallis - Suggestions for possible locations included Timberhill Shopping Center, Samaritan Hospital, and 9th Street at Madison Avenue.

Vice-Chair Friedt and Commissioner Kincaid, respectively, moved and seconded to keep the possible Park & Ride Locations and Satellite Transit Centers as Old Business until it has been resolved. The motion passed unanimously.

V. New Business

Sustainability Initiatives Funding (SIF) -
Steve Rogers, Corvallis Public Works Director, reviewed the Sustainability Initiatives Funding (SIF) Briefing Paper and public outreach process, and solicited the Commission's input on the proposed initiatives. There has been outreach to stakeholders, including selected advisory commissions to the City Council, and to the general community through *the City* newsletter. Members of the community can convey input via handwritten form, email, phone, and an online survey. At its April 21st meeting the Administrative Services Committee (ASC) will receive input on the SIF, then deliberate at the May 5th meeting before making recommendations to the City Council at their May 17th meeting. CACOT members were encouraged to attend the April 21st ASC meeting if they are interested in providing direct input to the Committee. Mr. Rogers explained the basis for each proposed fee and indicated he was looking for two things from CACOT: 1) whether or not they support the proposals and associated fees as a group; and 2) a prioritized ranking of the proposals. He noted that all five fees could be implemented simultaneously or in phases. Highlights from the discussion that followed:

- The transit portion of the fee would cover both the current property tax allocation to transit from the General Fund and revenue from fares, making the system fareless. Approval of this fee would provide some relief to pressure on the General Fund, which also provides funding for the Library, Parks and Recreation, Police, Fire, and

Community Development Departments. An additional proposal would provide for expansion to transit services.

- In a fareless system, complementary paratransit rides would be free for Americans with Disabilities Act (ADA) certified riders. Staff considered the cost for recapturing lost paratransit fare revenue in establishing the fee level.
- Councilor Brauner will present a proposal to the ASC that would tie the transit fee to the average price of a gallon of gasoline. As fuel prices rise and fall, the fee would be adjusted annually or semi-annually, though the fee would have a "floor."
- The transit fee would be fixed for residential users and prorated for businesses, based on trips generated by the commercial property. Any property, including non-profits like churches, that currently pays for City utility services would pay the fee.
- Oregon State University would be handled differently. OSU's forests and sidewalks would continue to be maintained by OSU. Between now and April 21st, the City Manager, Mr. Rogers, OSU's Vice President of Finance, and OSU's Facilities Director will meet to talk about current and future transit system services, and how to allocate SIF costs to OSU.
- A Commissioner expressed concern about capacity and on-time performance issues in a fareless system. Mr. Roger stated that currently, the average rides per bus hour is 27, so additional passenger capacity is available.
- Mary Steckel, Public Works Administrative Division Manager, requested the Commission help spread the word by talking to others in the community, not necessarily in an advocacy role but as information providers.
- Visitor Stewart Wershow said he considers the transit portion of the fee as the most important because it is the only one that, if passed, would provide relief to the General Fund. He reiterated an earlier comment that if General Fund revenues were no longer needed by the Transit Fund, this would lessen cuts to Police and Fire.
- Becky Merja, the City's Urban Forester, stated that thousands of new street trees have been added with new streets, and these trees need structural pruning to avoid becoming hazards. Other mature trees have been inventoried as hazards. Maintenance of sidewalks and trees are currently the responsibility of the adjacent property owner. The urban forestry portion of the fee would include a pruning cycle for trees in public rights-of-way, providing overhead clearance and mitigating hazards.
- Vice-Chair Friedt said he preferred that the individual fees would be broken out on the utility bill and that the base transit fee and expansion fee should be shown as one fee.

The Commission unanimously voted to support all of the initiatives, and ranked them in priority order: 1) Transit and Additional Transit Services; 2) Energy Conservation/Renewable Energy Projects; tied for 3) Alternative Transportation Modes and Urban Forestry Program; 5) Sidewalk Safety Program. Number one represents CACOT's highest priority and number five the lowest.

VI. Information Sharing

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

- There will be two spare buses at peak service after new buses arrive.
- Benton County is getting community input for the new Monroe/Adair Village/Benton County/Corvallis transit service, expected to begin in August.

VII. Commission Requests and Reports

- Vice-Chair Friedt requested from staff a copy of the current operations and maintenance contract with First Student. Mr. Bates will forward a copy to him.

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: April 14, 2010, 8:20 a.m., Madison Avenue Meeting Room

CITY OF CORVALLIS
MINUTES OF THE COMMITTEE FOR CITIZEN INVOLVEMENT
Madison Building Meeting Room
March 4, 2010

Attendance
Larry Earhart
Pam Folts
Jerry Groesz
Tom Powell
Stewart Wershow, Chair
Richard Hervey, City Council Liaison
Tony Howell, Planning Commission Liaison

Absent
Andy Foster
Josue Gomez
Julie Risien

Staff
Sarah Johnson, Associate Planner
Terry Nix, Recorder

Visitor
Candy Pierson-Charlton

SUMMARY OF DISCUSSION

	Agenda Item	Summary of Recommendations/Actions
I.	Call to Order; Review Agenda	Information only.
II.	Review Draft Minutes from February 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.	Footwise Display Update	Information only.
VII.	Citizen's Guide Subcommittee Review	Information only.
VIII.	New Business	Information only.
IX.	Next Meeting	The next regular meeting will be held on April 1, 2010, at 7:15 p.m.
X.	Adjournment	The meeting was adjourned at 8:30 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 7:20 p.m. There were no changes to the agenda.

II. REVIEW DRAFT MINUTES FROM FEBRUARY 4, 2010

Larry Earhart noted that, under Attendance, Stewart Wershow should be listed as Chair.

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

III. VISITORS' PROPOSITIONS

Candy Pierson-Charlton introduced herself and said that she was present to observe.

IV. PLANNING COMMISSION LIAISON REPORT

Planning Commission Liaison Tony Howell distributed invitations to the Corvallis Sustainability Coalition's Sustainability Fair and Town Hall, to be held on Thursday, March 11, 2010, at the CH2M Hill Alumni Center on the OSU Campus.

Mr. Howell reported that the Planning Commission had two meetings last month, one of which was a joint work session with the City Council, to discuss prioritization of the Planning Division Work Program. Two proposals were made by citizens: 1) to prioritize Land Development Code changes for the Central Business District, and 2) to form a task group to consider changes in the Land Development Code that would remove barriers to infill development. The Planning Commission recommended that both of these requests be moved into the top 10 work items; the City Council appeared to support the recommendation in concept.

V. CITY COUNCIL LIAISON REPORT

City Council Liaison Richard Hervey further reported on the joint Planning Commission/ City Council work session. He said that viewpoints were heard from people who were interested in revising the Land Development Code to remove unintended obstacles to infill development, as well as from people who were less interested in infill development. The City Council asked staff to bring back options for consideration regarding how a task force might be structured and what level of staff support would be needed. Brief discussion followed.

Mr. Hervey said that the City Council also considered a White Paper on the South Corvallis Area Refinement Plan; Council is moving toward removing the Planned

Development Overlay on the Town Center on the basis that most of the things accomplished by that Overlay are now accomplished through the updated Land Development Code.

Chair Wershow initiated discussion about a request that has come forward from developers related to time extensions. Associate Planner Johnson noted that developers normally have one to two years to vest projects, with an opportunity to appeal for a one-year extension. The request that has come forward would give Council the ability to allow for an additional extension period, recognizing that there are extenuating circumstances at this time. Mr. Hervey said that the Council asked staff to come back with proposed language on this issue for consideration.

VI. FOOTWISE DISPLAY UPDATE

Mr. Earhart reported that the Footwise Display Subcommittee is working on a proposal to be presented to the full CCI in May or June.

VII. CITIZEN'S GUIDE SUBCOMMITTEE REVIEW

Planner Johnson reported that she has made some updates to the Citizen's Guide based on Land Development Code changes. She will forward her edits to Acting Planning Manager Kevin Young for approval and, following that, the Subcommittee will meet with Julie Weiss regarding the artistic design and technical work. After discussion, the Subcommittee felt that the story about the Stoneybrook Subdivision is still pertinent and that it represents many of the City's processes. Brief discussion followed.

In discussion about budget, Planner Johnson suggested that Ms. Weiss's contract be paid out of this year's budget and that printing costs come out of next year's budget. She noted that, although there are no guarantees, the staff discussion has been that the CCI will lose unspent funds from this fiscal year and that its budget will likely be reduced from $4,000 to $3,000 for next fiscal year. Chair Wershow noted that the Budget Commission will meet next on March 10 and will receive the City Manager's Proposed Budget in May.

Mr. Howell asked if the new Citizen's Guide will be easily translatable to the website. Planner Johnson said that, assuming Ms. Weiss provides a PDF file, staff could easily add web links using Adobe.

VIII. NEW BUSINESS

<u>Update on Planning Division Electronic Availability</u>

Planner Johnson called attention to information that is now available through corvallispermits.com: *Pending Land Use Applications Under Review* and *Pending Land Use Applications Recently Deemed Complete.* The information can be accessed through the Planning Division portion of the City's website.

Chair Wershow suggested that CCI members access the above information so that they can answer any questions from citizens. He found a few small problems when he accessed the site. Planner Johnson said that that any questions can be directed to Jason Yaich at the Planning Division. Brief discussion followed.

Commissioner Howell highlighted that this information is provided in response to concerns that citizens could not receive staff reports in a timely manner due to the 120-day timeframe. Citizens can now access pending land use applications and have a clear picture of proposals prior to the staff report and recommendation being completed.

Ms. Folts suggested that it would be helpful to link applications to a map using GIS technology. Discussion followed; Planner Johnson agreed that this is an interesting concept, but she noted that it would be a significant undertaking.

Chair Wershow suggested that CCI members also subscribe to receive emails when City Council agendas and e-packets are available. This would provide information about land use issues that are going through Council and would allow members to identify any access problems in the system. In discussion, Planner Johnson said that members can contact the Planning Division to be placed on the interested parties list in order to get agendas for the Planning Commission, the Historic Resources Commission, and the Downtown Commission.

Discuss Opportunities for CCTV/Public Access Spot

Commissioner Wershow reported that Amy Hunter just finished a project related to the *Safe Routes to School* program, in which fifth grade students at Hoover School were filmed doing interviews. The interviews were edited and put on a DVD which was then made available for sale. He suggested that the CCI might consider doing a similar project related to land use issues. Further discussion was postponed to a time when Andy Foster is present.

Other Member Business

Ms. Folts initiated discussion about the CCI booth at daVinci Days. She said the location was excellent last year, but she feels that the Committee could do a better job in terms of the display. She suggested that a first step might be an evaluation by each of the CCI members who participated last year. She further suggested that static reproductions of how to navigate the City's website be made available as handouts.

Chair Wershow said he is working on a handout on how to find land use information on the website, as well as answers to frequently asked questions; Ms. Folts offered to assist. It was noted that the daVinci Days information needs to be finalized prior to the June meeting, after which the Committee will be focused on Neighborhood Empowerment Grants allocations. Mr. Groesz agreed to put in a request for the daVinci Days booth

space. Mr. Earhart noted that it is important to set up on Friday night; the CCI lost its assigned location last year by waiting until Saturday morning to set up.

Brief discussion followed regarding the Neighborhood Empowerment Grant process. Planner Johnson will provide the draft letter, application, and newspaper notice for approval at the next meeting.

IX. NEXT MEETING

The next regular meeting of the CCI will be on Thursday, April 1, 2010, 7:15 p.m.

X. ADJOURNMENT

The meeting was adjourned at 8:30 p.m.

Approved as corrected, April 1, 2010.

CORVALLIS-BENTON COUNTY PUBLIC LIBRARY BOARD MINUTES
March 3, 2010

Board Present	Staff Present
Leanne Giordono, Chair	Carolyn Rawles-Heiser, Library Director
Corrine Gobeli, Vice-Chair	Janelle Cook, Senior Administrative Specialist
Mike Beilstein	Andrew Cherbas, Acting Extensions Supervisor
Megan Castellano	Mary Finnegan, Adult Services Manager
Judith Edelstein	Lori Johnston, Circulation Supervisor
Samantha Fisher	Curtis Kiefer, Youth Services Manager
Erlinda Gonzales-Berry	Mary Norman, Access Services Manager
David Low	
Sandy Ridlington	
Excused:	**Visitors**:
Scott Elmshaeuser, Martha Fraundorf, Linda Modrell, and Jacque Schreck	None

Summary of Discussion

Agenda Item	Information Only	Action/Recommendation
Call to Order	7:31 pm	
Visitors' Propositions		None
Minutes: February 3, 2010	x	
Library Board Packet	x	
Committee and Board Reports • Friends of the Library • Library Foundation	 x x	
Division Manager Reports	x	
Director's Report	x	
Information Sharing		None
Adjournment	8:40 pm	

CONTENT OF DISCUSSION

I. CALL TO ORDER

Leanne Giordono called the meeting to order at 7:31 pm.

II. VISITORS' PROPOSITIONS

None.

III. APPROVAL OF MINUTES

Motion: David Low moved approval of the February 3, 2010 minutes as submitted. The motion was seconded by Sandy Ridlington and carried unanimously.

IV. LIBRARY BOARD PACKET QUESTIONS AND COMMENTS

David expressed his empathy over the newspaper article on the homeless population included in the Board packet and wondered if the Board should consider the plight of those who seek the library as refuge. Carolyn Rawles-Heiser and Mike Beilstein discussed a long-term plan called Project Action which would include a social worker to connect those in need with community services available. Mike questioned if the patron issues the Library is currently experiencing have improved at all. Carolyn said yes, the situation has improved and calmed down. Judith Edelstein suggested piping classical music onto the front plaza as a deterrent to bad behavior has been successful for other institutions and Carolyn noted, ironically, the Eugene Public Library has recently started doing this and it is something to be considered. David inquired if the last bullet item under the Administration section of the Board Report could be further elaborated on with regard to the Business Plan, which was submitted to Finance. Carolyn gave a brief summary and apologized for not sending out the Business Plan to the Board sooner.

V. COMMITTEE AND BOARD REPORTS

Friends of the Library: Corrine Gobeli reported that the Friends had $154,219.23 in total assets as of January 31, 2010. The total of unrestricted funds equaled $78,898.86. About $51,000 is already committed for ongoing expenditures such as the Summer Reading program as well as carryover from last year's Needs List. The Friends are currently negotiating a potential warehouse lease that will serve their storage needs in South Corvallis. It will likely be available by April 1. The Big Book Sale grossed over $37,000 and utilized over 180 volunteers. The Friends were very impressed with the College Hill volunteers. There is a possibility that some of the shelving in the Friends' sorting room that is no longer needed will be given to College Hill's library. Corrine distributed the new Friends brochure that was unfortunately printed with a phone number typo, but it will be reprinted with the correct number. She reminded the Board members about the Friends' members only event on April 17, "Making Noise in the Library." Over 100 people attended last month's wonderful Random Review on Willa Cather's My Antonia. David elaborated on a cross-stitch design that Walter Frankel created of the Belluschi Wing. Mr. Frankel copyrighted the design and donated it to the Friends. The Oregon Cultural Trust inquired if the Friends would be willing to work with them to make the pattern available for sale. Judith and Lois Malango assembled twenty packets of the design to be sold at Friendship Crossing. They will be sold for twelve dollars each and all proceeds will be donated to the Friends. Leanne asked how it would be marketed and David said the Oregon Cultural Trust plans to spread the word via their web site and publications. In conjunction with this, Corrine added that the Friends applied to become a member of the Oregon Cultural Trust and they were recently accepted. The 50-cent bookshelf in Corvallis has been seeing vast improvements.

Foundation Board: Sandy had no report but Carolyn briefed the Board on the recent meetings of the Foundation's Resource Development Committee. The committee decided to recommend to the full board that their fundraising efforts would be more successful if they had a specific goal. They ultimately elected to raise funds toward the purchase of the Fenner property when it becomes available. Additionally, they would like to maximize the use of the DonorPerfect software which was purchased last year. This committee also plans to step up their efforts in getting information about the Foundation out to the legal community so they have resources available for their clients who are trying to decide what to do with their estates.

VI. DIVISION MANAGER REPORTS

Access Services: Mary Norman said Technical Services has been very busy adding the new eBook titles to the Library's catalog. It has turned out to be a little complex and they are collaborating with the vendor to develop a macro that will work for all downloadable material.

Administration: No report.

Adult Services: Mary Finnegan shared that eBooks will be available starting March 15 as part of the statewide Digital Library Consortium, Library2Go. Carolyn added that staff will be asking the Friends to purchase several readers for patrons to check out. David inquired what type of readers staff are planning to purchase and Mary replied Sony readers because the vendor guaranteed they would be the most compatible with their software. Sandy asked about the check-out period and Mary answered patrons will have a choice of either seven days or fourteen days. David also asked how many titles would be available. Mary said about 4,000 initially and added this will serve the entire state, not just the Corvallis Library. Leanne wanted to know if eBooks could be downloaded to a personal computer so that a reader would not be needed and Mary answered affirmatively; it would be an Adobe Digital Editions file.

Circulation: Lori Johnston noted the rearrangement is finally completed and staff is feeling more comfortable with the changes. Long-time shelver, Luey Davis, who currently works full-time, will be retiring May 15. It has been decided that she will be replaced by two half-time shelvers.

Extension Services: Andrew Cherbas reported that he has been working with Liz Hill, the City's Risk Management Coordinator, to improve Courier ergonomics. They believe they have come up with a better solution by using a combination of hand trucks and larger carts to move the taskets up to the loading dock and back downstairs to the Extensions office. The Courier recently injured her back.

Youth Services: Curtis Kiefer happily informed the Board that a small parenting collection has been added to the Youth department as a convenience to young families so they do not have to go upstairs with children in tow. It is meant to augment the more extensive collection in Adult Reference, not replace it.

VII. DIRECTOR'S REPORT

Carolyn began by discussing a couple of final action points on the rearrangement project, which includes adding furniture to the lobby area. She welcomes any comments or feedback on the rearrangement.

Library staff will be hosting a potluck in honor of the City's Public Works Building Maintenance staff on Friday, March 12 to thank them for their diligent work during the rearrangement project. Carolyn said they were fabulous to work with, as usual.

Carolyn met with a reporter from the *Democrat-Herald* a couple of days ago on a special insert for the *Gazette-Times*. The reporter contacted City Manager Jon Nelson about ideas on innovative services within the City and he suggested the Library as the focus of the article. Specifically, they discussed how self-service check-out and pick-up of holds have been implemented to better serve patrons.

The Monroe library project is humming along. A special fundraiser dinner and art auction will be held on April 3. Tickets are $75 and are available at the Circulation desk. Next Monday, Carolyn and the South Benton Library Project steering committee will be meeting with the Monroe City Council to address concerns about the expense of operating the new library. Part of the fundraising efforts will help to build a maintenance endowment into their budget for future repairs. The primary ongoing expense the City of Monroe will have is a portion of the electric bill.

Fiscal Year 10-11 Budget: Next Wednesday at 7:00 pm, Budget Commission will be meeting. By then, the departments will have been given updated figures with which to base next year's budget on. The purpose of the meeting is to decide what kind of approach to use for budget cuts. Preliminary figures that Carolyn has seen are much lower than originally identified. She will talk about this in more detail at the next Board meeting. It has been decided that staff will be able to incorporate a $24,000 savings in this year's vehicle reserves budget due to the pending purchase of the Sprinter van. Additionally, Carolyn sought the opinion of the Board members on cutting this year's materials budget by $60,000, which is less than 10% of the overall materials budget. The motivation for doing so is because any amounts cut this year will be credited toward next year's budget and next year's budget will become a baseline for future years. David inquired how the $60,000 materials budget figure was arrived at and Carolyn replied that staff carefully analyzed what has already been spent and is currently on order. To avoid cancelling orders, this was the most reasonable figure for this fiscal year. Carolyn is reluctant to cut the materials budget too much because it could potentially be very damaging to the quality of the collection, even more so than cutting hours. There were no objections by the Board. The Division Manger position will remain open for now, but Carolyn learned that it cannot be deferred indefinitely. A potential retirement in Adult Services may not be filled as a casualty of expected

budget cuts. Mike elucidated on the statewide property tax structure issue with regard to the current budget crisis, which is not seen as a cyclical problem. It is guaranteed that the City will be about three percent short every year for the foreseeable future unless the property taxes are structured differently. He opined there is a serious need to develop new and creative revenue sources if property taxes that support local governments cannot cover expenditures.

VIII. INFORMATION SHARING

None.

IX. ADJOURNMENT

The meeting was adjourned at 8:40 pm.

NEXT MEETING: March 31, 2010 at 7:30 pm

Approved as submitted, April 14, 2010

CITY OF CORVALLIS
DOWNTOWN COMMISSION MINUTES
March 10, 2010

Present
Pat Lampton
Steven Weiler
BA Beierle
Liz White
Justin Wirth
Kirk Bailey
Jim Moorefield
Michele Adams
Mark O'Brien, Council Liaison

Staff
Ken Gibb, Community Development Director
Sarah Johnson, Associate Planner
Becky Merja, City Forester
Claire Pate, Recorder

Guests
David Sandrock

Excused
Kavinda Arthenayake
Les Boudreaux
Bernie Sebastien

SUMMARY OF DISCUSSION

	Agenda Item	Held for Further Review	Recommendations
II.	Approval of February 10, 2010 Minutes		Approved as drafted
III.	Public Comment		Rob Gandara – Free Parking Zone revision recommendations from DCA
IV.	CBUF Presentation		For information only
V.	Continuation of Funding Sources and financial mechanisms discussion		For information only – discussion to be continued
VI.	Work Program check-in		For information only
VII.	Updates		For Information Only
VIII.	Other Business		For Information Only
IX.	Adjournment		7:15pm

CONTENT OF DISCUSSION

I. CALL TO ORDER:

Chair Pat Lampton called the Corvallis Downtown Commission to order at 5:30pm in the Madison Avenue Meeting Room.

II. APPROVAL OF February 10, 2010, MEETING MINUTES:

MOTION: Mr. Bailey moved and Ms. Beierle seconded to approve the February 10, 2010, minutes as drafted. The motion was **unanimously approved**.

III. PUBLIC COMMENT

Rob Gandara, 419 NW 18th, spoke on behalf of the Downtown Corvallis Association (DCA) board. At a recent meeting, the board overwhelmingly supported three principles relating to possible changes in the downtown free parking zone regulations: 1) Preserve the part of the current ordinance that restricts employee parking in the zone; 2) maintain the downtown free parking zone as free; 3) have a 3-hour time limit for parking in the zone Monday through Friday (this does not apply to metered parking, which should continue to include 10-hour meters).

Councilor O'Brien said that the Parking Committee has yet to address changes to the regulations, and they are awaiting a presentation by the Police Department on enforcement issues relating to the current regulations.

Ms. White asked if DCA wanted to limit parking to just one three-hour period/day or if someone could move their car to another spot for another three hours. Mr. Gandara said they just want the turnover so it is fine for someone to move their car to another spot.

Ms. White said the Parking Committee will be meeting in April, so there is additional time for more discussion. Ultimately, there will be a recommendation from Parking Committee back to the Downtown Commission. Chair Lampton said he would like to continue the discussion if there was time left at the end of the meeting.

It was suggested that any staff reports relating to this issue for consideration by the Parking Committee be sent to the full Downtown Commission, so that they might have some input prior to recommendations being made.

IV. CIVIC BEAUTIFICATION AND URBAN FORESTRY (CBUF) COMMISSION PRESENTATION

Becky Merja, Corvallis Parks and Recreation Urban Forester and City Arborist, explained that the intent of the presentation was to share information about CBUF so that commissioners would have a better idea of where their interests might overlap. She introduced David Sandrock, CBUF board member, and he gave a brief presentation highlighting CBUF's mission statement, activities and programs. Their mission is to advise City Council and support the City Arborist on matters relating to the planting, maintenance, preservation and removal of community trees and landscape beautification on City-owned lands and in the community-at-large. Ms. Merja explained that when the Street Tree Task Force was sunsetted in 1999, they made a recommendation that such a commission be formed to continue urban forestry work; the outcome was a consolidation of both civic beautification and urban forestry efforts into one commission.

There are nine community members on CBUF appointed by the Mayor, and representing various perspectives and areas of expertise including landscape contractors, ISA certified arborists, and property/business owners. There are two non-voting members that represent OSU and City of Corvallis. Their work includes such programs as "Concrete-to-Trees," a pesticide-free demonstration garden, community outreach and education by having a booth at various events, and production of several brochures about the care and maintenance of trees. Additionally, they sponsor a civic beautification awards program, with awards given out for both residential and civic/commercial/professional landscape work to winners selected from those who have been nominated throughout the year. They also review public proposals for civic beautification projects and have oversight of the Civic Beautification Trust Fund, from which reimbursements in the order of from $100 to $1000 are awarded to support a variety of local beautification efforts. Since the trust fund did not accrue much interest this year, no reimbursements will be handed out in 2010. They are also working on establishing a voluntary Heritage/Landmark tree designation program.

Mr. Sandrock said that in the process of pondering whether the downtown is in the urban forest, or the urban forest is part of the downtown, there is more awareness of the fact that both commissions have overlapping concerns and share common ground.

In response to questions from commissioners, staff provided additional information as follows:

- They are hoping to have the Heritage trees program in place next year, and at that time would be accepting nominations.

- Neighborhood Empowerment funds have been used in the past for beautification projects and planting trees, and if someone has the interest to apply for those funds they should visit the Parks and Recreation page of the City's website.

- Downtown trees that are showing signs of stress or are inappropriate for their location are replaced when opportunities arise. For instance, some of the Locust trees along Madison Avenue have been adversely impacted by a pest and have been replaced. Also, some of the Sycamore Maples are showing stress along 2nd Street. There are no perfect trees just some that are less problematic than others. Trees have been inventoried which saves a lot of time and gives valuable data.

- There are other aspects to civic beautification, but the Commission's focus has been on trees because of their longevity and impact, and they tend to be the object of complaints.

- A City Streetscape Plan had been done in 1983, and is used as a guideline when doing tree removals and replacements in the downtown area. It identifies certain corridors within and entryways to the City and strives for uniformity in their look. It is no longer part of ordinance, but is used as a guideline. The plan should be updated, but the City would need to find the financial means to do that.

- Ms. Merja works closely with the City planners when doing her work, to ensure that it meets the Land Development Code and preferred land use design for areas such as gateways into the community. Though the focus is on trees and landscape, it is also important to keep any eye on how the "hardscape" or "built" environment interacts with them.

- City Council just adopted an Urban Forestry Management Plan, which had a lot of stakeholder input. The approach to preserving significant trees is through education rather than through regulation. There is a reluctance to impose more regulation, such as a tree removal permit, on private property. Trees identified as "Heritage" trees, will be those that are on public property, or are part of a historic district.

- The City does not have a property maintenance code, and therefore has limited ability to impose requirements for cleaning up properties that have weeds, broken and boarded up windows, and other unsightly aspects. The Fire Department can impose requirements for weed abatement during summer months from a fire-safety standpoint. The City makes an effort to educate property owners, but there are a lot of absentee landowners, which makes these efforts difficult.

Mr. Lampton thanked Ms. Merja and Mr. Sandrock for their work and their presentation.

V. CONTINUATION – FUNDING SOURCES AND FINANCE MECHANISMS

Associate Planner Johnson continued with her review of the various funding sources and finance mechanisms identified by staff and outlined in the staff report dated March 2, 2010. There were several areas that commissioners discussed in more detail, as follows.

Ms. Beierle asked if Community Development Block Grants could be used for public facilities as well as for low income housing. Mr. Gibb explained that they can be used for construction of public facilities but only if they directly benefit low-income residents. Since the downtown district does not meet the threshold of being a low-income area, it would be difficult to use CDBG funds for public facilities, unless it was tied to building low-income housing in the downtown area. The same criteria applies to the Low Income Housing Tax Credit monies. However, a case can be made for applying New Market Tax Credit monies.

Mr. Gibb said that the Vertical Housing Tax Credit is not a loan or a grant, but a tax credit. It would take some work on the part of the City to put it into place, and his thought is that the tax credit rate was not sufficient to be a dealmaker in terms of convincing a property owner to undertake conversion of upper floor spaces to residential units, though certainly it could be part of a package that might provide incentive.

Commissioners suggested other sources that could be added to the list: the Federal Rehabilitation Tax Credit and the Oregon State Energy Tax Credit. Mr. Bailey said that there might be ways to apply the Business Energy tax credit for some transit or bike-pedestrian facilities or for wayfinding if the link could be made to greater traffic efficiency with less energy utilization.

Mr. Lampton suggested that though the City's efforts at establishing an Urban Renewal District (URD) had not succeeded, it was still a viable tool and should not be written off. A future attempt at establishing a smaller, downtown-oriented district might meet with greater success. In general, a majority of downtown improvements in cities nation-wide are accomplished through using this as a mechanism. Mr. Moorefield added that there is an inherent tension between getting specificity yet having some flexibility in defining a URD. One approach might be start out with a narrow definition, then amend it in the future if an opportunity for a concrete, major project comes up.

There was a discussion about the various fees that will be proposed as part of the City's budget process for 2010-11, to make up for budget shortfalls. Utility surcharges might be able to be used for getting utilities underground in the downtown area, at some point.

Director Gibb said that staff will be bring this back for discussion and direction as a future agenda item. . Chair Lampton suggested that staff expand the report to include how realistic various funding sources are and what the impact would be on staff time to pursue them.

VI. WORK PROGRAM CHECK-IN

The next project on the Downtown Commission's work program is review of the City's Sign Code as it relates to the downtown area. This is a large undertaking and will likely take six months. Les Boudreaux and BA Beierle have volunteered to be on the subcommittee working on the task, but additional people will be needed. Chair Lampton and Michele Adams both volunteered to be part of the effort. Director Gibb thought it might take as many as six meetings to get through the process.

There was a discussion about whether "non-commissioners" could serve on the sub-committee, in that persons serving on the Bicycle-Pedestrian Advisory or the Civic Beautification and Urban Forestry Committees might

have an interest. It was also suggested that Downtown Corvallis Association, CIBA and the Chamber of Commerce might want some representation. Director Gibb agreed that it would be very important to get everyone's perspective and input as part of public review and comment, but he cautioned against having too much outside representation actually serving on the subcommittee shaping what should be the Downtown Commission's recommendation to City Council. Certainly, all of those entities should be sent notification of the undertaking and if commissioners have a recommendation for persons who might be added to the subcommittee they should send those suggested names to staff for follow up.

Mr. Gibb went on to explain just how much of a "hot button" issue this will be. Right now, enforcement is by complaint only, and it is very difficult to take enforcement measures when there are so many other examples of businesses with illegal signs. For example, sandwich boards signs, flags and banners, flashing electronic signs are all not legal yet all exist in the downtown area.

Ms. Beierle asked that the current Sign Code regulations be sent to the subcommittee so they can start their review.

VII. UPDATES:

Staff Updates:

a. The LDC amendments that were on the work program will likely be signed off on by City Council and there is a good chance that they will move ahead as is through the process

b. The City's budget deficit projections have gone down some, but there will still need to be reductions in department activities and programs. At this point, it translates to about $160,000 in reductions for CD, which will likely mean one less planning staff and less code enforcement effort. They will not be doing the Buildable Lands Inventory update which would have required a consultant. Downtown Commission will still be staffed, but some long range projects could be impacted.

c. Sidewalk Café ordinance is now done. The Downtown Commission's recommendation went to City Council and they approved it.

Parking Committee Update: Ms. White said that they had not had a meeting this month. There will be a meeting on April 28th to talk about revisions to downtown parking.

Ms. Beierle asked to be kept abreast of the plans for the Mary's River sewer line upgrade project.

Chair Lampton shared that he would be attending a Downtown Corvallis Association design committee meeting and that they had an interest in pursuing work on a wayfinding program. Director Gibb said that it was on the DC's work program

Mr. Weiler said someone had approached him with concerns about the lack of upkeep on some properties in the downtown area. As properties become more degraded with such things as graffiti on walls and plywood on windows it attracts a certain kind of person. Some people start to feel unsafe. Downtown beautification and safety would be enhanced if something was done about this. Director Gibb said that this would be a good discussion for the Downtown Commission to have, and staff will put together a brief report on what enforcement mechanisms now exist.

VIII. OTHER BUSINESS:

Chair Lampton said there was not enough time to talk about revisions to downtown parking regulations, so it will have to be a part of the next meeting's agenda.

IX. ADJOURNMENT:

The meeting was adjourned at 7:15pm. The next meeting will be April 14, 2010, 5:30pm, at Madison Avenue Meeting Room, 500 SW Madison Avenue.

DOWNTOWN PARKING COMMITTEE
MINUTES
February 2, 2010

Present
Brad Upton, Vice Chair
Liz White
Kathy Corjasso
Mark O'Brien, Council Liaison

Absent
Holly Peterson, Chair (Excused)

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

Visitors

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Call Meeting to Order/ Introductions			
II. Review of January 5, 2010 Minutes			Approved
III. Visitor Comments			
IV. Old Business • Downtown Residents and Businesses Survey Results			The Committee decided no further discussion on this was necessary
V. New Business • Free Customer Parking Area Enforcement			The Committee will invite the public to a future meeting for feedback
VI. Information Sharing			
VII. Commission Requests and Reports			
VIII. Pending Items			

CONTENT OF DISCUSSION

I. Call Meeting to Order/ Introductions
Vice Chair Upton called the meeting to order and the Committee and staff introduced themselves.

II. Review of Minutes
Committee Member White moved to approve the January 5, 2010 minutes. Committee Member Corjasso seconded the motion, which passed unanimously.

III. Visitor Comments

None.

IV. Old Business

Downtown Residents and Businesses Survey Results

The Committee decided no further discussion on this was necessary.

V. New Business

Free Customer Parking Area Enforcement

Lt. Dave Henslee of the Corvallis Police Department provided information about what the Corvallis Police Department can and cannot do in regards to parking enforcement and stated that the current ordinance is enforced only on a complaint-driven basis due to a change in how they can access vehicle records through the State database. He asked for input from the DPC as to how to proceed. Lt. Henslee detailed the current methods used to enforce the downtown free parking zone, some changes that have been made in the past, and problems with the current system. Lt. Henslee provided an overview of a draft staff report presenting options for changes (do nothing additional, go to a three-hour time limit open to anyone, or keep the restriction to customer-only and add time limit), and the Committee discussed those options.

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. He suggested that a three-hour parking limit would be by far the easiest to enforce. Committee Member White suggested doing some face-to-face interaction with downtown businesses to gather input. Mr. Mitchell suggested inviting Lt. Henslee, Joan Wessell of the Downtown Corvallis Association, and the Corvallis Independent Business Association to the next DPC meeting to get their feedback on the issue. Councilor O'Brien stated that it would be unfair to invite only certain stakeholders without including others who the Committee may not have thought of. Mr. Mitchell suggested advertising in the Gazette-Times to invite stakeholders to the next meeting. Ms. Namba noted that information could be placed in *the City* newsletter inviting the general public to attend.

Staff will re-poll other cities to gather information on how they handle parking in their downtowns. In response to a question from Councilor O'Brien, Mr. Mitchell said he thinks there is enough parking outside the Free Customer Parking Area (FCPA) to accommodate downtown employees. It may be necessary at some point to look at the configuration of the parking controls in the downtown or reduce the area of the FCPA.

VI. Information Sharing

None.

VII. Commission Requests and Reports

None.

VIII. Pending Items

None.

The meeting was adjourned at 6:50 p.m.

NEXT MEETING: March 2, 2010, 5:30 p.m., Madison Avenue Meeting Room

Approved as corrected, April 13, 2010

CITY OF CORVALLIS
HISTORIC RESOURCES COMMISSION MINUTES
MARCH 9, 2010

Present
Deb Kadas, Chair
Scott McClure, Vice-Chair
E. Ross Parkerson
Kevin Perkins
Lori Stephens
Geoffrey Wathen
Robert "Jim" Morris
Stanley Nudelman
Aaron Collett

Absent/Excused
Dan Brown, Council Liaison
Jennifer Gervais, Planning Comm. Liaison

Staff
David Coulombe, Deputy City Attorney
Kevin Young, Acting Planning Division Manager
Bob Richardson, Associate Planner
Mark Lindgren, Recorder

Guests
David Dodson, OSU
Vincent Martorello, OSU
Michael Thrailkill, 4938 SW 37th Ave. Portland
Peter Meijer, 710 NE 21st St. Portland

SUMMARY OF DISCUSSION

	Agenda Item	Held for Further Review	Recommendations
I.	Visitor Propositions		None.
II.	Public Hearings. A. OSU McAlexander Field House (HPP10-00001)		A. Motion passed 6-2 to approve the application as proposed and conditioned.
III.	Minutes Review- February 9, 2010		Minutes of February 9, 2010 were approved as corrected.
IV.	Other Business/Info Sharing a. City Website Resources b. Historic Preservation Month c. CLG Grant		a. A full presentation on new website features was deferred to another time. b. Update on awards planning and publicity. c. Update on the CLG grant application.
V.	Adjournment.		Meeting adjourned 9:48 p.m.

Attachments to the March 9, 2010 minutes:

A. Memo from Planner Bob Richardson regarding OSU McAlexander Field House - Skylight and Canopy.
B. Memo from Planner Bob Richardson with written testimony regarding OSU McAlexander Field House.
C. Applicants slide presentation.

CONTENT OF DISCUSSION

Chair Deb Kadas called the Corvallis Historic Resources Commission to order at 7:01 p.m. in the Corvallis Downtown Fire Station Meeting Room, 400 NW Harrison Blvd. Commissioners spent several minutes reading recently submitted written testimony.

I. VISITOR PROPOSITIONS. None.

II. PUBLIC HEARINGS –A. OSU MCALEXANDER FIELD HOUSE (HPP10-00001)

A. Opening and Procedures:

Chair Kadas reviewed the public hearing procedures. Staff will present an overview followed by the applicant's presentation. There will be a staff report and public testimony, followed by rebuttal by the applicant, limited in scope to issues raised in opposition and sur-rebuttal by opponents, limited in scope to issues raised on rebuttal. The Commission may ask questions of staff, engage in deliberations, and make a final decision. Any person interested in the agenda may offer relevant oral or written testimony. Please try to keep testimony to less than three minutes. Please try not to repeat testimony offered by earlier speakers. It is sufficient to say you concur with earlier speakers without repeating their testimony. For those testifying this evening, please keep your comments brief and directed to the criteria upon which the decision is based.

Land use decisions are evaluated against applicable criteria from the Land Development Code and Comprehensive Plan. A list of the applicable criteria for this case is available as a handout at the back of the room.

Persons testifying either orally or in writing may request a continuance to address additional documents or evidence submitted in favor of the application. If this request is made, please identify the new document or evidence during your testimony. Persons testifying may also request that the record remain open seven additional days to submit additional written evidence. Requests for allowing the record to remain open should be included within a person's testimony.

The Chair opened the public hearing.

B. Declarations by the Commission: Conflicts of Interest, Ex Parte Contacts, Site visits, or Objections on Jurisdictional Grounds

1. Conflicts of Interest. None.
2. Ex Parte Contacts. None
3. Site Visits –Declared by Commissioners Nudelman, Stephens, Morris, Parkerson, and Chair Kadas; Mr. Collett related that he had visited the sited frequently previously, and also used Google Maps to confirm what he'd recalled.
4. Objections on Jurisdictional Grounds – None. No rebuttals were made.

C. Staff Overview:

Planner Bob Richardson highlighted distributed written testimony. He stated that the subject site was located at 1800 SW Jefferson Way, on the east side of Benton Place; McAlexander Field House is an Historic Contributing building within the OSU National Register Historic District.

The proposal is for a number of exterior changes, including replacing the concrete blocked-in window openings with wood windows; replacing non-original doors with wood doors; removing plywood covering existing clerestory windows; adding a louvered ridgeline skylight; adding an entry canopy and bike shelter on the west facade; installing mechanical equipment on the lower roof of the south elevation; adding a building identification sign (previously approved on an earlier application) and bollards near the west entrance; and making site alterations to landscaping and parking areas on the west side.

D. Legal Declaration:

City Deputy Attorney David Coulombe stated that the Commission would consider the applicable criteria as outlined in the staff report, and he asked that citizens direct their testimony to the criteria in the staff report or other criteria that they feel are applicable. It is necessary at this time to raise all issues that are germane to this request. Failure to raise an issue, or failure to provide sufficient specificity to afford the decision-makers an opportunity to respond, precludes an appeal to the State Land Use Board of Appeals on that issue.

The failure of the applicant to raise constitutional or other issues relating to proposed conditions of approval with sufficient specificity to allow the local government to respond to the issue precludes an action for damages in Circuit Court.

E. Applicant's Presentation:

OSU Senior Planner Dave Dodson introduced Facilities Services Director Vincent Martorello; Michael Thrailkill of YGH Architecture; and Peter Meijer, the preservation architect who prepared the OSU district nomination.

Mr. Thrailkill related the building was constructed in 1911; it was designed by architect John Bennes in the "Exotic Revival" style typical of armory structures around the country. It has a three-story portion in the front formerly used for officers' quarters and ammunition storage; the rear barrel vault portion is about 250' long, 115' wide and was used as a parade ground. Currently the front is controlled by the Army and Air Force ROTC's for offices and training and the barrel-vault portion has been used since the 1970's for recreation.

The Department of Recreation Sports is proposing renovating interior sports facilities as well as exterior improvements, including making corrections to the building that were long in coming or were poorly thought out to begin with. The proposed changes include replacing bricked-up openings with operable and inoperable custom double-glazed wood windows; replacing the plywood boards over south windows with wood windows restored to their original condition; replacing existing plywood and hollow metal doors at three major entrances in the barrel vaulted section with custom solid wood stile and rail doors appropriate for the time period of the building; improving the west side entry court with an added entry canopy and bicycle parking canopy; and adding a five-bay long skylight to provide natural light and ventilation. There are existing windows in the northern bay of the barrel-vaulted structure; the applicants propose to mimic these as they replace others. He displayed the bricked up windows and the proposed replacements.

Regarding the south façade wood windows, he noted it wasn't really a public area. He displayed a historic photo to show the impact of the original south windows there. He said applicants proposed to restore the east and west façade doors with custom solid wood doors to match the precedent doors; they would fill the existing openings. He highlighted improvements to the west entry, including bike parking, entry court hardscape and landscaping, and a sheltered canopy entrance. He displayed a plan view of the entry court.

He stated that a new ventilating skylight at the roof ridge in five bays would improve lighting and provide ventilation to help maintain temperature without air conditioning. He said the skylight would not be visible until an observer was over 60' away. Minor additional alterations to the exterior include Knox-box door key compartments; ADA accessibility; electronic door activation devices; electronic key card swipes; and rooftop equipment towards the eastern side of a lower south roof. Mr. Dodson said the applicants supported staff recommendation regarding the project.

Mr. Nudelman said that the proposed south windows might provide enough light and ventilation without the skylight; Mr. Dodson replied that a historic photo in the application showing south light illumination was taken on a very sunny day; typically there is less light in the winter, when there is the most usage. A climbing wall on the south is part of the project, and it will obscure some of the windows. Mr. Thrailkill added that that the historic photos used long exposures, and they exaggerate the apparent amount of light present. He said they wanted as much natural light as possible. He said there was precedent for such skylights on similar buildings around the country; he highlighted a couple renovated buildings.

Mr. Dodson added that the recreational use of the building would generate a lot of heat; the convection provided by the skylight would allow the building to naturally vent itself. Mr. Martorello added that the skylight helps meet the energy code and the university's sustainability measures. The state is trying to get state buildings to a 1990 level for carbon and energy footprint; using mechanical rather than the proposed skylight ventilation would counter that. Mr. Dodson said the primary façade is on the north side; the skylight cannot be seen on that side or from the west facade. It can only be seen from 16th street, over 250' away.

Mr. Parkerson asked how the skylights worked; Mr. Thrailkill related engineers used a computational fluid dynamics model to look at heat gain, electrical lighting, the temperature from bodies in the building and how heat moves throughout the building. They optimized the shape and size of the skylight louvers to get the proper exchange of air. He clarified that the louvers would be manually operated, with four louvers per bank; they will close them seasonally in October.

Ms. Stephens asked what the precedent was for the exterior entry canopy; she added she didn't see the connection with the interior lattice column; Mr. Thrailkill replied that they tried to reflect respect for the past by reflecting, but not mimicking, the interior lattice column design. He said the canopy edge will be 2" away from the building to avoid impacting it. Mr. Dodson added they explored different options; they said using a more permeable, lighter design made it more respectful of the original architecture.

Mr. Morris asked about the north windows; Mr. Thrailkill displayed the "limit of work" line that divided the barrel vault section from the ROTC section on the north. The city is requiring that the wall be upgraded to a three-hour fire separation wall, and fire suppression will be added to the south, as well. The north windows will only illuminate the three-story space. He related that there were originally galleries along the south of the barrel vault wall that were previously removed.

Mr. Morris asked why an entry canopy was needed; he noted that currently there is a clean facade; Mr. Thrailkill replied that the north portion previously was the main entry for the building; however, there are now effectively two different buildings inside. He said a sheltered entry was needed that visually helped bring people to that location; while it is a different element than what surrounds it, it is respectful but contemporary. Peter Meijer added that the entry canopy was reversible, so there are no long-term impacts to the original concrete block structure.

Mr. Collett asked if applicants had considered alternatives to the skylight or its placement, especially given how visible it is; Mr. Thrailkill replied that cupolas would stand out even more; the proposed skylight dimensions are diminished as much as possible. It is not visible from the west or north and its three-foot height has a minimal impact on a 45' tall building. Mr. Dodson added that the skylight would be installed so that all the structural members would remain in place, so it is fairly reversible. Mr. Thrailkill added that the existing single-ply PVC membrane roof framing was not original (it is about 18 years old).

Mr. McClure asked if they had considered using interior ventilation on end walls instead of skylights; Mr. Thrailkill replied they were trying to avoid having to use powered motors and that approach would lose the skylight's venturi effect. Mr. McClure asked what the user base would be in summer versus winter; Mr. Thrailkill replied that the Rec center told them about the building's use; there are a wide variety of uses through the summer; currently fans are ineffectively used. He said the skylight was the most effective and unobtrusive approach. Mr. McClure asked when the windows were boarded up; Mr. Thrailkill guessed it may have been during WWII. Mr. Wathen noted that opening up the windows would increase the need for ventilation; Mr. Thrailkill replied that the modeling included that impact, and the proposed window design would minimize the amount of heat coming in through them.

Ms. Kadas praised the application presentation, saying the charts, diagrams, elevations, and side by side before and after drawings were very helpful. She said the narrative discussed additional alternates and some items may be cost-permitting; if that is the case; she asked if there would be an order of priority; Mr. Thrailkill replied that that was only true to a degree; he noted the State requires listing 10% of the project as alternates in order to more gracefully make project reductions if necessary. While some features appear as alternates, they are elements that the applicants wholly support and they hope they will all be approved. Ms. Kadas asked which would be first to go if the project was short on funds; Mr. Martorello replied that depends on how the bids come in. Mr. Dodson said the applicants were requesting approval of everything presented; though due to bidding and project cost factors, not all of the elements may occur. It could be considered as a phased project, so with approval, if funds were available in the future, they could then be implemented.

Ms. Kadas said she liked the sightline, but in her site visit, it didn't seem to take the roof slope into account; Mr. Thrailkill replied that it would impact the south section, but it wouldn't affect the view from the west. Ms. Kadas said that Jefferson Street was the main street on campus, and the skylight could probably be seen from there. Mr. Dodson said he had to stand on the third floor of the library in order to see that part of the roof. Mr. Meijer added that the primary criterion is regarding the visibility of the primary facade on the north and the secondary façade on the west; generally, most visitors won't be able to see the skylight unless they are very far away.

Ms. Kadas asked where proposed lighting locations would be; Mr. Thrailkill replied that the code required lighting on the egress path would be accommodated by a lighting fixture on either side of the canopy; he clarified that an existing ugly fixture would be removed. Bollards would be placed in the landscape beds, similar to others on campus. Ms. Kadas praised the lighting of the bike shelter; Mr. Dodson noted that there was no requirement to light bike shelters.

Ms. Kadas noted the east metal gutters appeared to be rotten; Mr. Thrailkill replied that their replacement was not planned. Only the doors and windows will be repainted. Ms. Kadas said the flags shown on the mock-up drawing really made the building.

Ms. Kadas asked whether the applicants wanted to respond to public testimony; Mr. Thrailkill replied that tonight's presentation addressed all the written public testimony. He said that one piece of testimony questioned the appropriateness of the current intercourt style; he related that the designers were leaning toward the need to differentiate the new from the old. Mr. Meijer added that the design was consistent with the Secretary of Interior standards on differentiation and reversibility.

Mr. Collett asked if there was a proposed color for the skylight; Mr. Thrailkill replied that the existing material was an off-white; the louvers' color would match the existing roof and the skylight itself is a translucent polycarbonate that dissipates light as much as possible.

Ms. Stephens suggested that it would be helpful in the future to be able to be walked around a model; Mr. Thrailkill said that we all interpret it with two-dimensional tools; a 3-D model can get you in trouble with perspective. Mr. Parkerson said that a three dimensional model, even just a rough one, would be helpful; Mr. Dodson replied that OSU has continually tried to refine presentations to be helpful. Mr. Wathen added that three-dimensional walkarounds can be in a movie file as part of the presentation, so the architects would be in control of perspective.

Mr. Perkins asked about the interior treatments of metal; Mr. Thrailkill assured him that the exposed metal structures would be protected, and the building has an efficient steam heat system that will be maintained. Mr. Perkins said his concern was that the louvers be adequately sealed, so water wouldn't enter and drip down; Mr. Thrailkill said that drainable-blade louvers were proposed; these have a 90-mile per hour wind resistance.

Ms. Kadas asked if a 100-year celebration for the building was planned. She said that she was concerned about the decaying gutters; Mr. Meijer said that his office had identified additional needs for the exterior of the building; maybe the gutters could be addressed in the next project cycle. Mr. Martorello said he would discuss the issue with the Director of Rec Sports and if there was damage, a plan would be put together. Mr. Thrailkill added that Ms. Kadas was only seeing the overflow gutters; the main gutters are actually well maintained and the overflow gutters only come into play when the main gutters are clogged.

F. Complete Staff Report:

Planner Richardson stated that 2.9.100.04.b.1, general review criteria, sets the context for the evaluation of alteration and new construction. In terms of the compatibility of the proposed skylight on the vaulted barrel roof, staff found nothing in the nomination about the importance of the shape of the roof so that it could not be altered.

In terms of 2.9.100.04.b.2, the proposal either needs to return the building to more closely match its original form, appearance, materials, etc, or be compatible; in this case there are multiple alterations, some of which do return the building to more closely approximate its original appearance, form or design, including removing blocked up windows and installing wood windows to match existing original windows; replacing metal and plywood doors with doors that match existing doors on the same elevation; other alterations, such as the skylights, the canopy and mechanical equipment on the roof were viewed by staff as being consistent with review criteria in terms of being historically compatible.

He stated 2.9.100.04.b.3 deals with specific compatibility review criteria; the application highlighted five broad areas of changes, with most discussion regarding the skylight. Staff found the skylight was a new but compatible feature that will not damage any significant architectural features (unless the HRC considers the roof itself as an architectural feature) and would not really change the roof shape or height, and so is consistent with this review criterion.

With regard to the accessory structures, the entry canopy would have a bit of flashing between itself and the structure, so it would not physically impact the building or damage or remove any architectural features, so would be consistent with the Facades criterion. The proposed materials were primarily painted metal which staff felt was a compatible material.

Staff recommended approval of the application with conditions.

G. Public Testimony in favor of the application: None.

H. Public Testimony in opposition of the application: None.

I. Neutral testimony: None.

J. Additional Questions for Staff: None.

K. Rebuttal by Applicant: None.

L. Sur-rebuttal: None.

M. Additional time for applicant to submit final argument:

The applicant waived the right to submit additional testimony and there was not a request for a continuance or to hold the record open.

N. Close the public hearing:

Mr. Wathen moved and Mr. Parkerson seconded to close the public hearing; motion passed.

O. Discussion and Action by the Commission:

Ms. Kadas suggested structuring the deliberations around the five or six main areas of the application. Regarding the proposed wood windows on the east and west, Ms. Stephens said it appeared to meet the criteria; including Pattern of Window and Door Openings; Building Materials (wood, used in the historic period); Architectural Details; and Scale and Proportion. Mr. McClure added that it made the building more closely approximate its original condition; Mr. Parkerson agreed that that was important. Ms. Kadas summarized that there appeared to be consensus that it these met the standards for approval.

In regards to replacing the plywood in the closed-up windows to the south with wood windows, Ms. Kadas summarized that the same criteria were cited in a commission consensus.

In regards to replacing doors in the east and west entrances, Mr. Parkerson cited the same criteria. Mr. Collett said it would be nice to see photos; while the design is a little speculative, it better matches; Mr. Parkerson concurred. Ms. Stephens cited the Tammy Stehr's written testimony; in response, Ms. Stephens said that the north doors were special, and putting them elsewhere on the building would detract from the north entrance; the applicants chose the correct door to have precedence; Mr. McClure concurred.

Regarding the mechanical equipment on the roof, Mr. Collett said the commission had addressed the issue before; Mr. Parkerson added that there was a need for it. Ms. Kadas said that in the past the commission has required a screen wall; however, in this case it would not be visible to the public. She summarized that there appeared to be consensus that it met the standards for approval.

Regarding the west side entrance, including the entrance canopy, lighting and the bike shelter; Mr. Parkerson stated that it was a unique building on the campus. There was a need for identification of the entry; the proposed entrance canopy is a working architectural element, which will be more useful on the scale of the building; it works. Ms. Stephens countered that the entrance didn't need to be set off. It is just for shelter, but it doesn't meet the criteria under (j) Accessory Development Structures.

She recognized that while the design was striving for differentiation, it distracts from the façade and was not visually compatible. Mr. Morris agreed, saying he didn't see the need for the canopy, and it wasn't consistent with the appearance of the building and doesn't meet the Facade criterion.

Mr. Collett said that Oregon architecture woefully ignores rain protection; the proposed canopy entrance was reversible and bolsters the differentiation; he said he was neutral on the canopy. Mr. Nudelman said that anything that would seek to seem historically compatible would take away from the architectural design of the building; this is different, unique and doesn't detract from the architecture of the building; it is acceptable and is visually compatible under the Accessory Structure criterion. Mr. McClure said that doors require protection in order to last; the canopy could be smaller but it is reversible, he cited criteria (j) and (n). Ms. Stephens agreed that the proposed reversibility did help. Mr. McClure said you didn't need the canopy to visually set off the entry. Ms. Stephens noted a canopy would be great for shelter but the design bothered her.

Mr. Perkins said he was split on the canopy. Even though more rain protection is needed generally, the mimicry of the front entrance disrupts the clean lines of the structure. It is not necessary to visually identify the main entrance; he said he was disinclined to disapprove it. Mr. Wathen said he was inclined to allow it; the archway provides emphasis on the structural form of the entrance and so meets both Facades and Architectural Details; Building Materials (it is a similar building material to the internal structure); and Scale and Proportion criteria. It mimics the barrel roof shape and so accentuates and compliments it.

Ms. Stephens cited the clean lines of the building shown in Attachment A-38, and compared it to the drawing of the entrance canopy on the side of the building in A-42, saying it detracted from it. Ms. Kadas noted that there were cars, trees and landscaping along the building and the covering does help identify the entrance. Mr. Parkerson said the main reference was the unique architecture of the building; the different material and form of the canopy seems to fit.

Mr. Collett said the bike shelter and the entrance canopy seem to compliment each other; Ms. Stephens replied that the canopy seemed closer to a bike structure, and is effectively attached. Mr. Perkins said that bike shelters around campus were common. Ms. Stephens added that bollards were also common.

Ms. Kadas asked about lighting; Mr. Collett said that the proposed lighting was small in scale compared to the huge building.

Ms. Kadas said opinion seemed to be divided on the canopy; Mr. Coulombe suggested getting a main motion, then amending it.

Ms. Kadas asked about the skylights; Mr. Collett highlighted criteria 2.9.100.03.l(1), (2) and (3); noting that skylights are allowed if portions of the structure are not visible from public right of ways. He suggested adding a distance criterion during upcoming code tweaks. He noted the building was visible from far away; however, the skylight would be somewhat camouflaged by the color of the louvers. While the roof is unique and the curve important, he was inclined to support this element; Mr. Parkerson concurred, adding that the impact of the skylight would be minimal. He said he was impressed by the engineering analysis of the necessity of the skylight to make it a working building for now and the future. Mr. Wathen noted that by *not* recessing the skylights, the existing structural timbers would not be affected; it is reversible, which is an important historic consideration; he was supportive. Ms. Stephens said she was supportive; under (a) Main Facades. Mr. Perkins noted that most people will be looking for a parking space; the main sight line will be from a parking lot.

Ms. Kadas asked about Ms. Beierle's written testimony stating that the vaulted barrel roof was unique and shouldn't be disturbed; Mr. McClure responded that he supported staff's analysis comparing the addition to adding a dormer to a gabled roof; the skylight wouldn't alter the overall roof shape. Ms. Kadas said that criterion (f) mitigates that concern.

Mr. Morris said that the proposed change would lead to the continued use of the building; Ms. Kadas cited 2.9.100.04: "some exterior alterations may be needed to assure continued use and opportunity to make possible efficient contemporary use through alterations and additions". Mr. Collett added that Ms. Kadas' concerns regarding gutters may be met through continued or increased use of the facility providing funds for its upkeep. Ms. Kadas said she was hearing consensus on the skylights.

Mr. Perkins disagreed with Ms. Stehr's written comments contending that finding just one feature incompatible required the HRC to deny the whole application; that is unreasonable. The HRC has authority to change applications when it has reasonable cause. Mr. Collett added that that is why the HRC has conditions of approval.

Ms. Stephens highlighted Ms. Beierle's written testimony stating that the north façade would be affected by the skylight; she disagreed with that, saying that based on A-21, you'd have to be really far back to see it.

MOTION:

Mr. Wathen moved that the HRC approve the application as conditioned in the staff report; Mr. Parkerson seconded. Mr. Morris moved to add a condition of approval to deny the entry canopy aspect of the application for reasons stated during discussion; Ms. Stephens seconded; Commissioners Stephens, Morris and Perkins voted in favor; Commissioners Nudelman, Collett, Parkerson, McClure and Wathen opposed; the motion for the condition failed. The main motion then passed 6-2, with Mr. Morris and Ms. Stephens opposed.

Mr. Parkerson praised the applicants' very clear presentation. Mr. Perkins praised the sustainable goals for old buildings; Ms. Kadas said it was likely the board would see more of this. Mr. Coulombe praised the commission's process. Mr. Parkerson praised Ms. Kadas' work chairing the meeting. Mr. Richardson praised the way the meeting was run and the citing of the criteria; it was a good example to the members of the campus Planning Committee who were present on how to apply the criteria and how you can have different supporting interpretation of the criteria. Ms. Kadas highlighted the importance of addressing public testimony.

P. Appeal Period:

Chair Kadas stated that any participant not satisfied with this decision may appeal to the City Council within 12 days of the date that the Notice of Disposition is signed.

III. MINUTES REVIEW - FEBRUARY 9, 2010

Mr. Perkins noted that the chair for the February 9, 2010 meeting, Mr. McClure, should be listed as Vice-Chair throughout. Mr. Parkerson noted that in the third paragraph on page 8, the start date of the exhibit should be listed as April 9th (not 12th). Mr. Parkerson moved to approve the February 9, 2010 minutes as corrected; Mr. Wathen seconded; motion passed.

IV. OTHER BUSINESS/INFORMATION SHARING.

City Website Resources. Planner Richardson highlighted changes made to the website, and how to access them; he suggested given the lateness of the hour, deferring a fuller presentation to another time. Mr. Collett suggested sending out a bullet list of the items. Mr. Richardson summarized that the new features include accessing staff reports, seeing what's coming, Historic Preservation Month nomination forms, etc. He said he would send out a few links, adding that this was an item on the work plan.

Historic Preservation Month. Planner Richardson related that the Awards ceremony was scheduled for May 25, beginning at 7 p.m. In future publicity, the time will be listed as 6 p.m. to allow people time to view the art exhibit. The speaker will be George Kramer, who is Chair of the Oregon Heritage Commission and a historic preservation consultant at Kramer and Company.

Postcards were mailed out to everyone that owns a historic property and awards posters were put up by Mr. Richardson. Future posters will advertise Historic Preservation Month generally. He suggested commissioners nominate award recipients; Ms. Kadas highlighted language suggesting that commissioners could nominate themselves, too. Mr. Richardson noted that no nominations had been received yet. He said there is a largely up to date event calendar in the packet; it will be printed within a week or two.

CLG Grant. Mr. Richardson noted that there are other jurisdictions on other cycles; Corvallis will have a gap of a few months when it would not have CLG funding. Mr. McClure said part of the CLG charge to the HRC is that it promote or foster historic preservation.

He related that the Greenbelt Land Trust's new executive director Mr. Pope took him on a tour of the Owens Farm barn, which recently had a tree fall on it.

Mr. Wathen noted that Council had directed to not address code tweaks; he asked if there was somewhere the potential tweaks were being archived so they could be considered in the future; Mr. Richardson said that staff kept a running list. The City Council will consider the Planning Division work program on March 15; the 2.9 code tweaks are on a top ten list, so it wouldn't be surprising for the Council to initiate a text amendment within a year, including possibly the suggested tweak for the concept of distance for visibility, though the idea of reversibility may be too big a discussion for now. Mr. Nudelman suggested the concept of façades needs to be better defined in the code; Ms. Kadas concurred; Mr. Richardson replied that that may be too tricky to address this year. Regarding reversibility, Mr. Richardson added that he tries to get to it indirectly via the Facades of Architectural Details criteria.

V. ADJOURNMENT: The meeting was adjourned at 9:48 p.m.

Memorandum

To: Historic Resources Commission

From: Bob Richardson, Associate Planner RAR

Date: March 2, 2010

Subject: OSU McAlexander Field House - Skylight and Canopy Details

On March 2, 2010, the applicant responded to staff questions regarding the dimensions of the proposed west entrance canopy and skylight. The dimensions provided in the attached email to staff from the applicant are the most accurate. Where discrepancies occur between the dimensions listed in the attached email, and the those in the staff report, the dimensions in the email should prevail.

Attachment A

Richardson, Robert

From: Michael Thrailkill [MichaelT@ygh.com]
Sent: Monday, March 01, 2010 5:39 PM
To: Richardson, Robert; david.dodson@oregonstate.edu
Cc: Natalie Davis; Strombeck, Greg; Mishler, Sheri
Subject: HRC - OSU McAlexander Fieldhouse Clarifications
Attachments: H1 Entry Canopy Detail with dimensions.pdf

Bob-
In response to your questions:

1. Thank you for catching our error on attachment H1 and allowing me a chance to clarify. Indeed, the skylight is now 125 ft long, centered on the bay aligned with the east and west entry doors, for that bay and two bays both directions, north and south, as shown in the drawings D - Proposed Site Plan, F1 - West Elevation and F2 - East Elevation. The note at the detail on H1 is an error remaining from preliminary designs for the skylight for the full length of the building.
2. The dimensions for the west entry canopy are shown on attachment H1, with height of 14'-1", depth of 15'-4", and width between columns of 18'-8". What is not provided is the width of the roof; that would be approx. 20'-4". A detail from attachment H1 is attached here.
   Please notice in this detail the notation indicating that the canopy is NOT attached directly to the historic building, but rather is separated by a gap of 2 inches, which will be bridged by a movement flashing to block rain but allow movement and removal of the canopy without damage to the historic building façade.

Michael Thrailkill AIA, CSI, LEED AP
Associate
Yost Grube Hall Architecture
1211 SW 5th Ave.
Suite 2700
Portland, Oregon
97204-3782 USA
Tel 503.221.0150
Direct 503.715.3280
Mobile 503.467.1057
Fax 503.295.0840
Email michaelt@ygh.com

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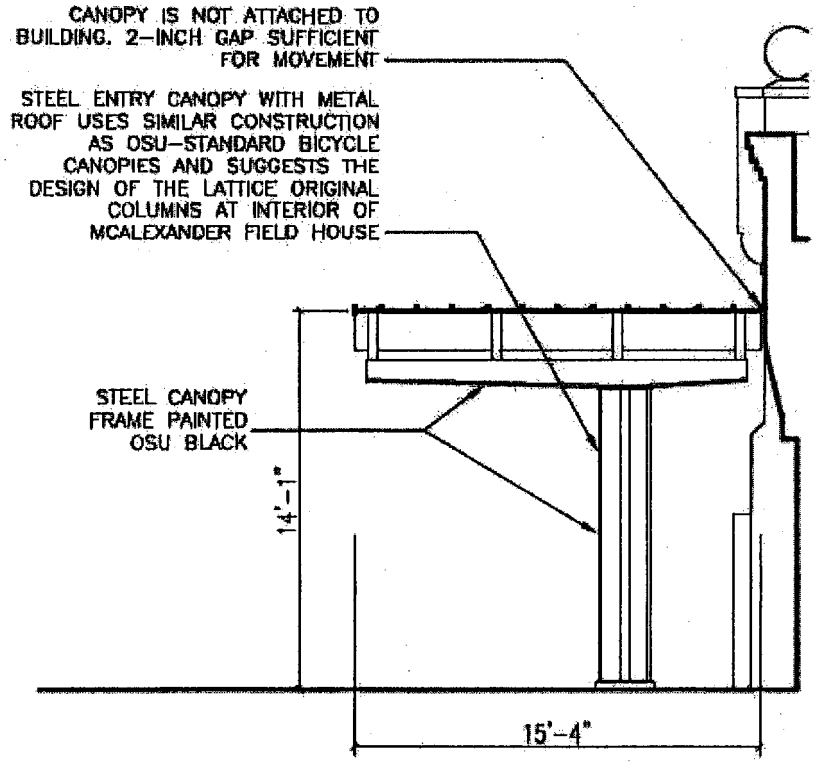
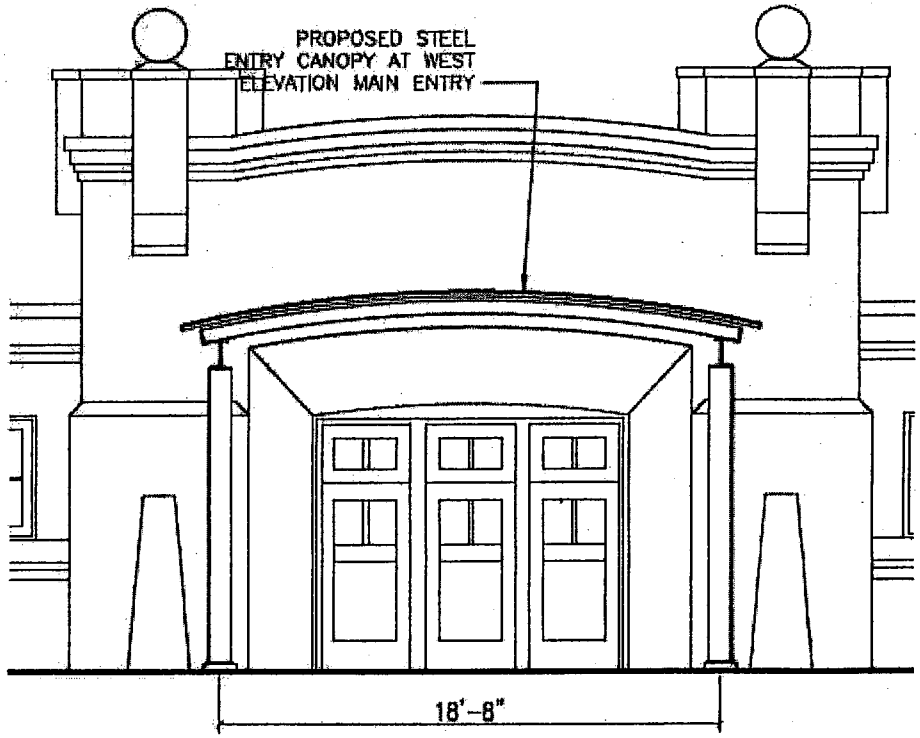
Please consider the environment before printing this email

From: Richardson, Robert [mailto:Robert.Richardson@ci.corvallis.or.us]
Sent: Monday, March 01, 2010 9:29 AM
To: Michael Thrailkill; david.dodson@oregonstate.edu
Subject: RE: HRC RE: McAlexander Doors

David, Michael:
I'm finishing up my staff report to the Historic Resources Commission, and have a couple of questions. First, will you confirm that the length of the skylight is 125 feet as noted on the roof plan, and not 250 feet long as noted in the Exhibit H.1 - Proposed Details. Second, would you please provide me the depth and height of the west entrance canopy?

Thanks





DETAIL B - PROPOSED ENTRY AND BICYCLE CANOPIES
SCALE: 1/8" = 1'-0"

OSU Oregon State University

H1 - PROPOSED DETAILS

McAlexander Field House
Historic Resources Commission

Memorandum

To:	Historic Resources Commission
From:	Bob Richardson, Associate Planner RIR
Date:	March 9, 2010
Subject:	Written Testimony Regarding OSU McAlexander Field House (HPP10-00001)

Enclosed are two pieces of written testimony regarding the OSU McAlexander Field House application. The testimony was received on March 9, 2010.

Attachment B

Richardson, Robert

From: BA Beierle [babeierle@comcast.net]
Sent: Tuesday, March 09, 2010 8:45 AM
To: Richardson, Robert
Cc: McIntosh, Patty
Subject: McAlexander Field House

Members of the Historic Resources Commission and staff,

Thank you for the opportunity to comment on the McAlexander Field House application.

Under 2.9.100.04.b.1, General Criteria McAlexander Field House merits particularly sensitive review based on a, Historic Significance, b, Historic Integrity, d, Architectural design, e, Condition and -- especially -- g, Rare style of construction. The barrel vault roof of the Field House is a unique architectural and engineering feature, not only for the Field House, but for the OSU National Register Historic District on the whole. While there are other examples of curved roof systems elsewhere on the OSU campus, those examples are ALL Quonset huts not barrel vault systems. Only one of these Quonset huts, the Native American Long House, is within the OSU district. The Navy ROTC building is outside the District and the Gilmore Annex is a non-contributing resource, some distance from McAlexander. Consequently, the Field House roof system is a rare example of its type in the OSU Historic District.

The original -- and current -- use of the structure required an uninterrupted span of the lofty interior space. Windows in the north and south facades provided natural day lighting. The application proposes to return natural light to the south facade, returning day lighting to both north and south facades as originally designed. It is likely that during sporting events interior fixtures will continue to light the space. While I appreciate the importance of day lighting, the Field House can continue to meet its function without a redundant skylighting system. The proposed skylight would introduce a roofline intrusive, day lighting system that would add a new asymmetrical architectural element to the roof, and indeed to the historically spectacular symmetric north facade. From the north, the proposed change would place a triangular feature at the apex of an uninterrupted, unchanged, historic curved roof line, inconsistent with 2.9.100.04.b.3.a -- Facades.

The proposed louvered ventilating system within the proposed skylight could be accomplished in another manner inside the structure. There are 46' of open space from the interior floor of the Field House to the height of the vault. Since the 1911 Field House construction, technological climate system advances offer energy sensitive, alternative ventilation options for the Field House.

I support other aspects of the application.

Regards,

BA Beierle
P.O. Box T
Corvallis, OR 97339

RECEIVED

MAR - 9 2010

Community Development
Planning Division

March 9, 2010

TO: Historic Resources Commission

FR: Tammy Stehr

RE: OSU McAlexander Field House
Application HPP10-00001

This testimony is being submitted in opposition to OSU's McAlexander Field House Application HPP10-00001.

It is clear this application reflects substantial improvement in OSU's grasp of Historic Preservation principals, and OSU is to be commended for its diligence and careful attention to detail in developing the proposed changes and alterations to this Historic Contributing Resource. I believe, however, that some elements in the proposed actions do not meet the Compatibility Criteria in LDC Section 2.9.100.04.a and 2.9.100.04.b.1 and b.2 and therefore the entire application must be denied. (I would urge the HRC to avoid re-designing on the fly during the hearing - after the public testimony portion - creating conditions of approval which substantially change the proposal and would therefore actually necessitate new notice and an opportunity to testify on the substantially changed proposal.)

I will follow the format of the March 1 Staff Report in articulating my evaluation of the Applicant's proposed changes and alterations.

I agree in the main with the proposed Window and Door Alterations discussed on page 6 and 7 of the Staff Report, particularly the contention that "the proposed windows would match the original windows in materials, dimensions, lite-pattern, and placement." The provision of these "new/old" windows, the window-for-door swap on the east elevation, and the restoration of the south second-story windows, will *greatly* enhance the appearance of this grand old building!

The Door Alterations are also to be commended. The existing non-original plywood and metal doors are an abomination! In contrast, the proposed replacements will, as in the case of the window alterations, greatly enhance the appearance of this Historic Contributing Resource. I quibble only with the designation of the "precedent" door. For the sake of future generations, I think a nod and mention should also be given to the design (very similar, really only differing in scale) of the set of doors immediately to the north of the so-called "precedent" door. As is noted in the last paragraph on page 9 of the Staff Report, this north portion of the west façade is part of "the most architecturally interesting and historically intact façade."

For the sake of posterity, attention should really be drawn to the north façade doors as well, for the sake of completeness in the Application, i.e., for an understanding of why they are *not* being used as precedent. They, too, are part of "the most architecturally interesting and historically intact façade." However, they are *truly* the primary doors from an architectural design standpoint, inasmuch as that doorway as a whole embodies design characteristics not generally found elsewhere on the structure: a neo-gothic pointed archway opening, and transom lites above the doors. The architect's reference to those doors as simply "barn-type doors" (on Attachment B.1) *does not do them justice*. It is important and appropriate that all doors to the building *other than* those at the north entrance will be of a uniform design.

Lastly, on the matter of doors, I would just like to express my support for the decision to put in three doors where there are today only two. The proportions will be much more in keeping with the original design of the building (the current double doors on the east and west facades really **are**

quite "barn-type" in their proportions, and this will be a huge aesthetic improvement). I believe there are other Historic Contributing buildings in the district with sets of three doors as well.

On the matter of the skylight, I am completely opposed and it is one of the major alterations which I believe necessitate denying the application. The skylight would have significant visibility and would be a jarring visual element not compatible with the building's architectural design and style, not least because it would be a *non-symmetric* element on a highly symmetric building, and is clearly of contemporary design and manufacture. The argument that it is needed "to provide ventilation and natural lighting to the interior of the Field House," as stated at the top of page 8 of the Staff Report, is not persuasive, inasmuch as the Applicant elsewhere in the proposal would restore extensive fenestration on the south façade that would do exactly that: provide ventilation and natural lighting! (And even if the Applicant does not get the funding to restore that south wall fenestration, I am adamantly opposed to the skylight as an alternate source of light and ventilation.) As for the contention that the skylight/vent "would not damage any architectural features or alter the overall roof shape" (bottom of page 8 of the Staff Report), *the overall rounded roof shape is the architectural feature*. Compatibility Criterion f) on page 5 of the Staff Report states that "new roofs shall match the pitch and **shape** of the original Designated Historic Resource, in existence and proposed in part to remain…" (bold print mine). Altering the existing roof with this skylight would irrevocably alter the shape of the Field House's roof and should not be approved.

On the matter of the Mechanical Equipment discussed on Page 9 of the Staff Report, I do not have an opinion.

On the matter of the West Entrance Canopy, I am also completely opposed and believe it to be a totally incompatible accessory structure. The metal material itself is NOT compatible with the concrete building exterior, despite the unsupported statement on page 9 of the Staff Report that it is. I feel that in fact a reasonable person would not come to that conclusion. Also, as acknowledged in the Staff Report, it is a "new element," in fact an element found nowhere else on the building. It indeed follows the shape of the existing entry surrounds, but that one point in its favor does not merit its approval. Ironically, Attachment A.26, showing the proposed "Exterior Steel Canopy Column" next to an "Existing Precedent Interior Lattice Steel Column," only highlight the incompatibility of the modern design. Finally, whether or not it is actually attached to the existing structure, it would appear to most observers that it is an attached element, and would constitute a highly incompatible, jarring, and clearly contemporary addition that it is not "consistent with the resource's design or style" as required in Criterion c) on page 5 of the Staff Report.

On the matter of the Bike Shelter, it too would be a clearly contemporary addition, but inasmuch as it would be obviously free-standing, I have no recommendation as to whether it should be approved or disapproved.

Finally, on the matter of the remaining Site Alterations, Signs, and Bollards, discussed on page 10 of the Staff Report, I have no opinion on the paving and building sign(s). I am opposed to the choice of lighting bollards and wall mount fixtures shown on Attachment A.30. I feel they are far too contemporary in design and completely incompatible with the Existing Historic Resource.

In conclusion, given the many elements in this Application which do not meet the applicable review criteria, I urge the HRC to deny it. I remind the HRC that re-designing on the fly is confusing to the public and may well compromise the fairness of the hearing and that if therefore the HRC shares any of my concerns, it will vote to deny.

I am as thrilled as anyone at the vision of McAlexander Field House being restored to much of its original glory, but fear that this Application misses the mark. Thank you for your consideration of my analysis and concerns.

3/9/10

Oregon State UNIVERSITY OSU

McAlexander Field House Renovation

1800 SW Jefferson Way at Benton Place

Historic Resources Commission

Tuesday, March 9, 2010

Yost Grube Hall Architecture

Attachment C

Oregon State UNIVERSITY OSU

McAlexander Field House:

- Constructed in 1911, designed by John Bennes.
- "Exotic Revival" Style, historic structure in the Oregon State district.
- Originally armory, cavalry training and indoor parade ground.
- Now managed by two student groups:

  Army and Air Force ROTC (in three-story portion)

  Department of Recreational Sports (in barrel-vaulted portion).

Oregon State UNIVERSITY OSU

Proposed Alterations to the Exterior:

1. Restore wood windows to bricked-up openings at east and west facades.
2. Restore wood windows which are boarded-over at south façade.
3. Restore wood doors to entrances at east and west facades.
4. Improve west side entry court with added entry canopy and bicycle parking canopy.
5. Improve indoor environment with addition of a ventilating skylight at the roof ridge.

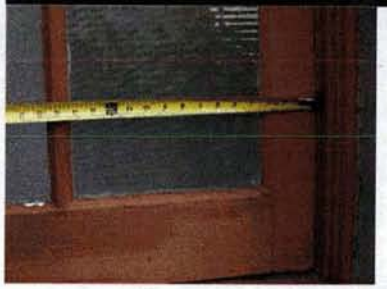
Oregon State UNIVERSITY OSU

Restore East & West Façade Wood Windows:

It is proposed to restore custom, solid wood windows to the east and west facades at the original window openings, which have been bricked-up for several decades.

Custom, solid wood windows:

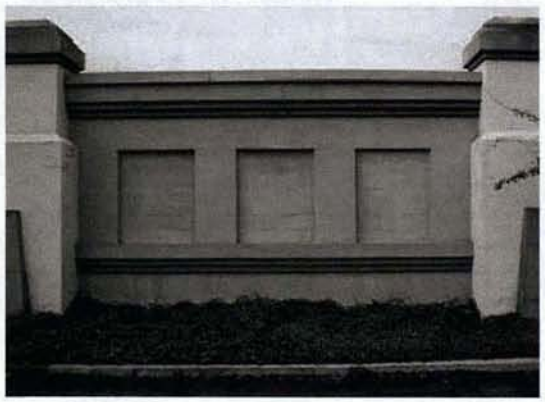
- Solid wood: vertical grain Douglas fir.
- Matching precedent window exactly.
- Painted finish at exterior to match existing.
- Custom, architectural-quality, long-life construction.
- With window frame, sash and trim matching existing.



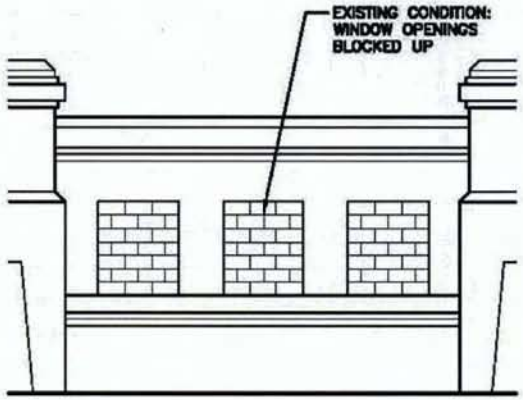
Oregon State UNIVERSITY OSU

Restore East & West Façade Wood Windows:

Restoration of existing masonry window openings would have CMU infill block removed for replacement with custom, solid wood windows to match originals.



DETAIL A - EXISTING TYP. WINDOW BAY



DETAIL B - EXISTING TYP. WINDOW BAY

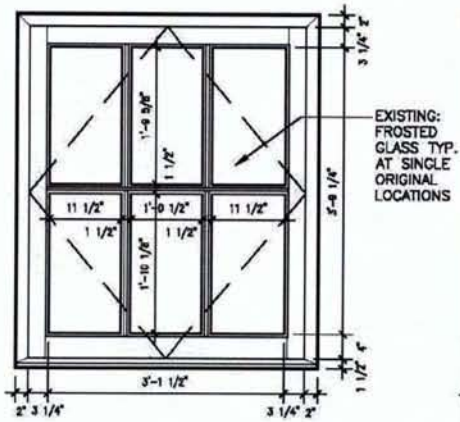
DETAIL C - PROPOSED WINDOW BAY

Oregon State UNIVERSITY OSU

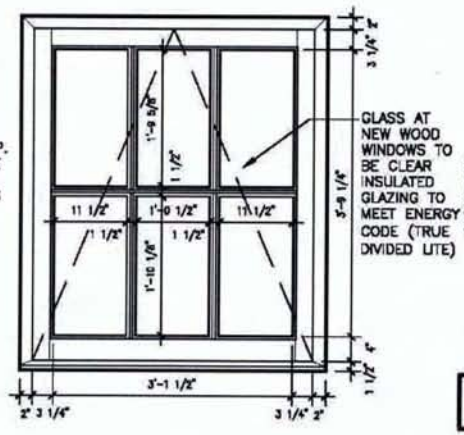
Restore East & West Façade Wood Windows:

Custom, solid wood windows would match the precedent window exactly, for size, profiles, material and painted finish; operation is required to be awning instead of center-pivot to meet energy code requirements:

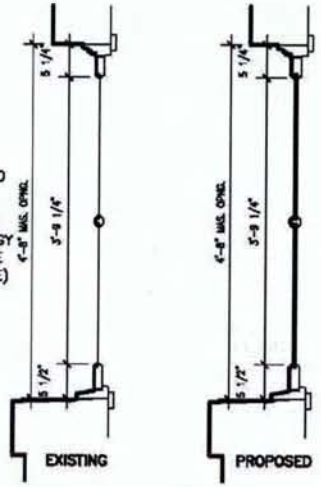
DETAIL A - IMAGE OF EXISTING WINDOW



DETAIL B - EXISTING WINDOW



DETAIL C - PROPOSED WINDOW



DETAIL D - EXISTING AND PROPOSED WINDOW SECTION

Oregon State UNIVERSITY OSU

Restore South Façade Wood Windows:

Remove plywood and renovate existing wood windows at the south façade.

- Both upper, arched clerestory and lower, square windows at the south facade.
- Existing plywood to be removed.
- Original, existing wood windows to be scraped, prepared and repainted.
- Existing, broken panes to be reglazed.
- A single lower, square window will be replaced with a louver for ventilation. The opening is only visible from the boiler plant service courtyard and not from any street.

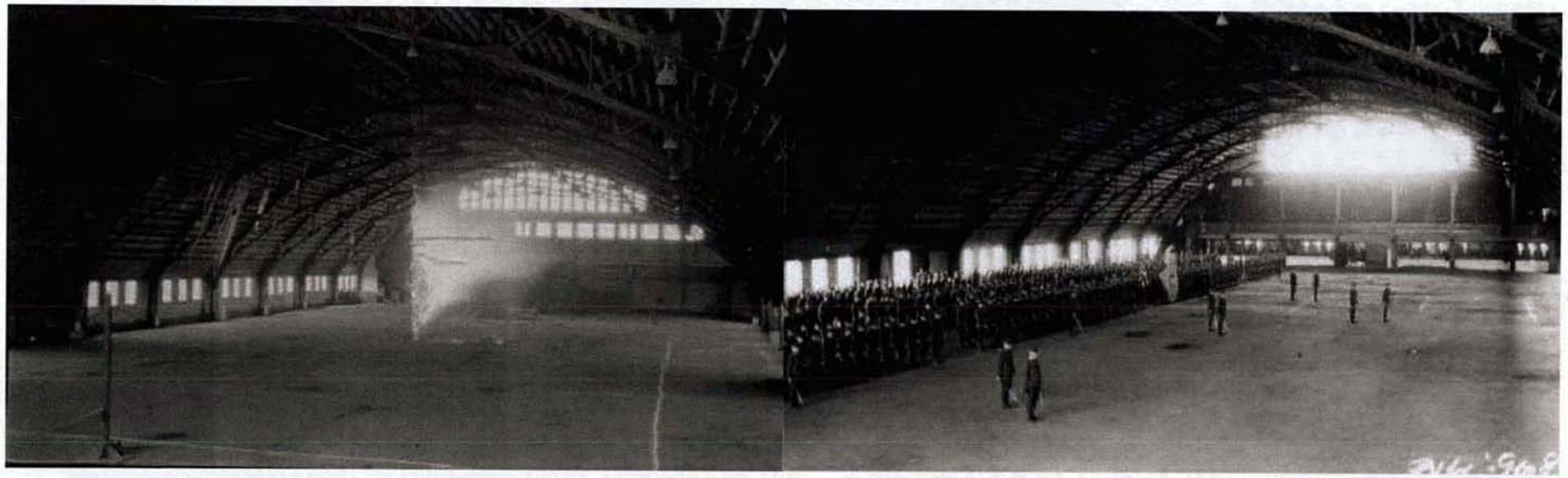
↑ View from the boiler plant service yard (south)

← View from sidewalk along Benton Place

Oregon State UNIVERSITY OSU

Restore Wood Windows, General:

Older photos below show the appearance of the barrel-vaulted space with original windows in place, providing abundant, natural daylighting:



Oregon State UNIVERSITY OSU

Restore East & West Façade Wood Doors :

Restore custom, solid wood stile-and-rail doors on east and west facades.

- Solid wood, stile-and-rail: vertical grain Douglas fir.
- Matching precedent door exactly, except overall width varies to accommodate original openings.
- Transom above, to match original 4-over-2 pattern.
- Painted finish at exterior to match existing.
- Custom, architectural-quality, long-life construction.
- With door frame and trim matching existing.

↑ West, central entry doors

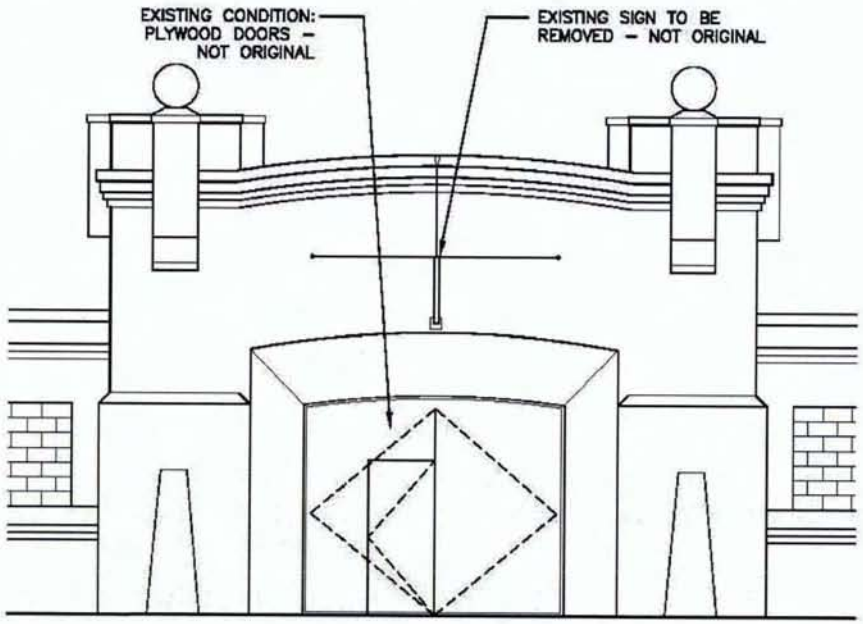
↑ East, central entry doors

↑ West, south entry doors

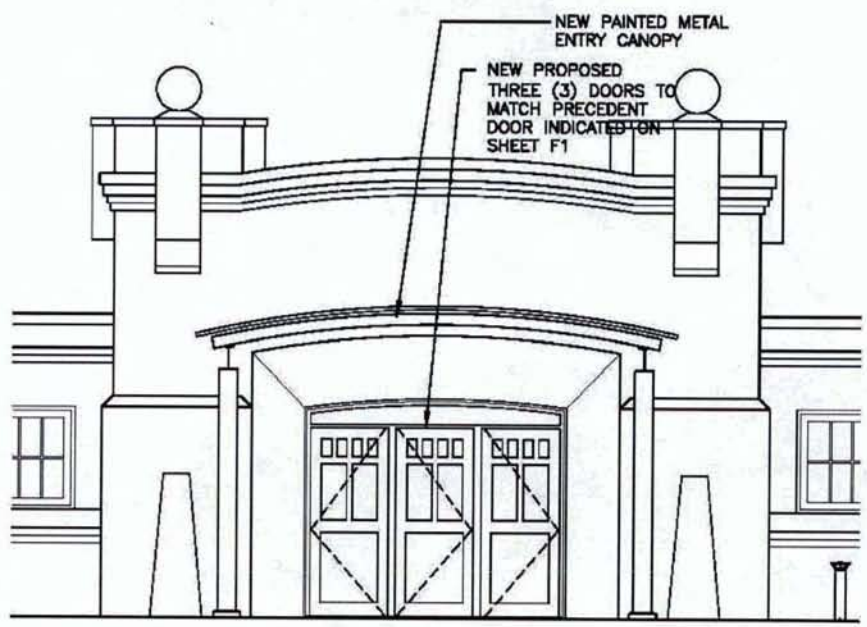
Oregon State UNIVERSITY OSU

Restore East & West Façade Wood Doors:

- Restore original style doors, from current plywood and hollow metal doors.
- Upgrade to meet code for hardware, egress and accessibility.



DETAIL B - EXISTING MAIN ENTRY



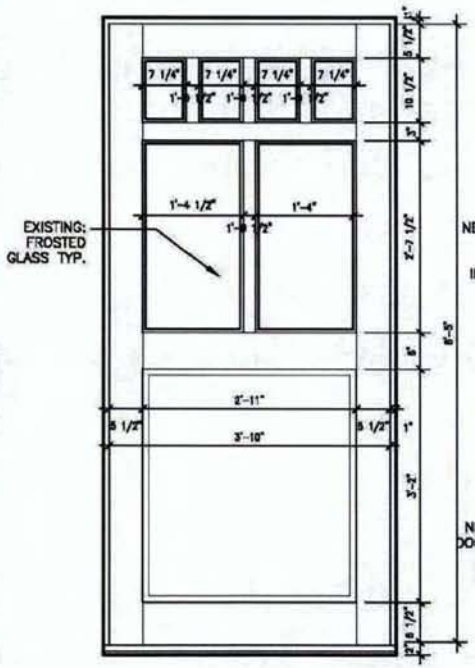
DETAIL C - PROPOSED MAIN ENTRY

Oregon State UNIVERSITY OSU

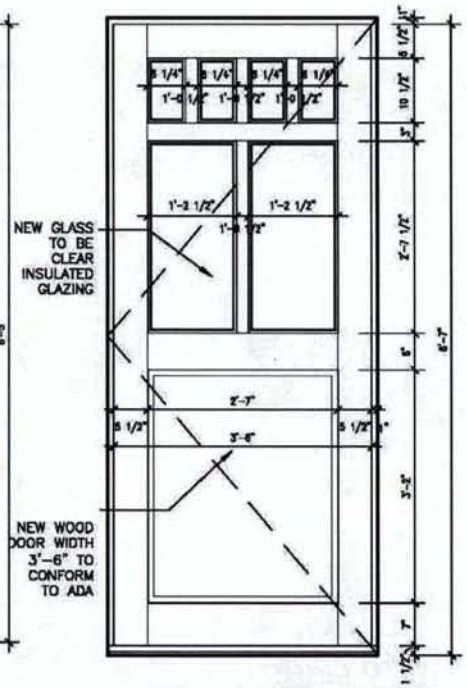
Restore East & West Façade Wood Doors:

Custom, solid wood, stile-and-rail doors will match the precedent door exactly for profiles, material and painted finish; size will be slightly adjusted to allow three doors per original masonry opening:

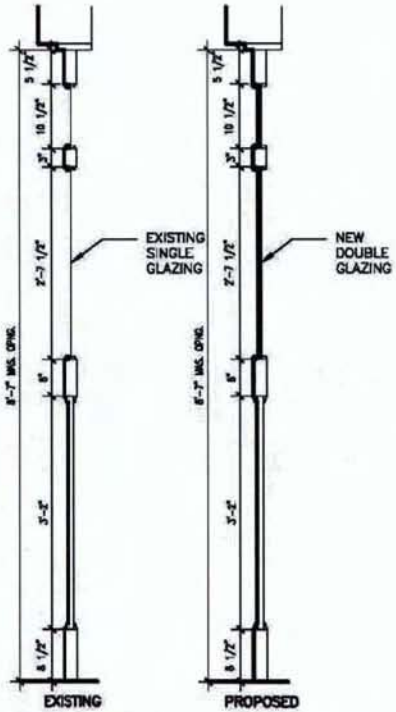
DETAIL F - IMAGE OF EXISTING DOOR



DETAIL G - EXISTING DOOR



DETAIL H - PROPOSED DOOR



DETAIL I - EXISTING AND PROPOSED

Oregon State UNIVERSITY OSU

Improved West Entry:

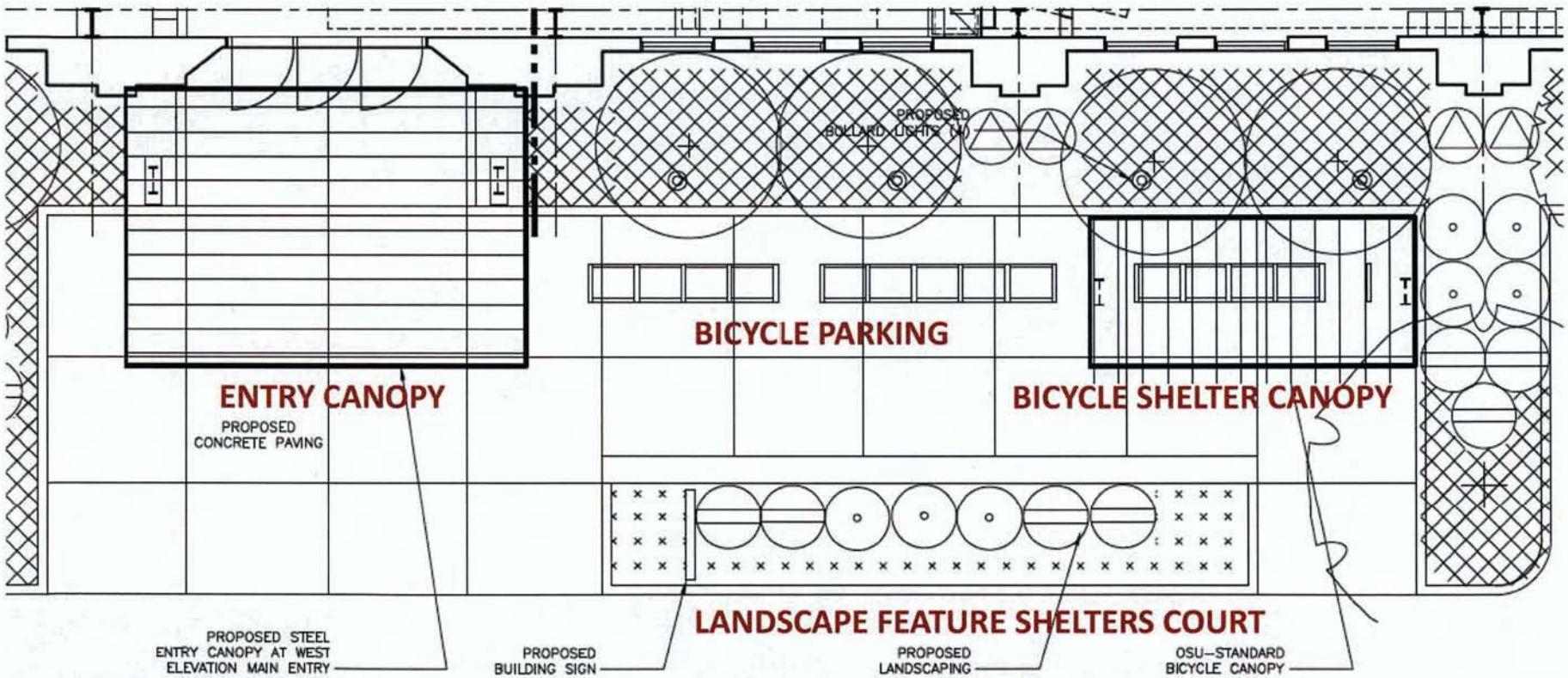
To improve accessibility and provide required bicycle parking, the following are proposed:

- Bicycle parking, with 50% covered and consistent with OSU design standards.
- Entry court with hardscape and landscaping to meet ADA requirements.
- Provide a sheltered canopy entrance for weather protection. Canopy design based on the interior steel trusses and differentiated so it doesn't compete with the contributing resource.
- Provide bollard and canopy-mounted lighting for egress lighting requirements.

Oregon State UNIVERSITY OSU

New West Entry Court with Canopies:

Proposed plan along Benton Place



Oregon State UNIVERSITY OSU

New West Entry Court with Canopies:

Proposed elevation view from Benton Place

- New entry canopy takes its form from the arched, recessed entry
- Both canopies mimic the barrel-vaulted roof of the building.

ENTRY CANOPY

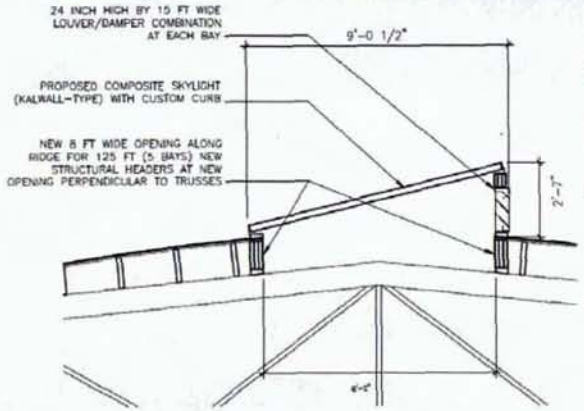
BICYCLE SHELTER CANOPY

Oregon State UNIVERSITY OSU

Add Ventilating Skylight at Roof Ridge:

To increase energy efficiency and improve interior lighting, a skylight with ventilation louvers will be added:

- Bring natural light into the building, improving morale and reducing reliance of daytime lighting.
- Provide high relief ventilation during warm weather.
- Minimal sight impact, especially from the public, west side of the building.
- Meet state energy code (SEED) and sustainability (LEED Silver equivalence) requirements.



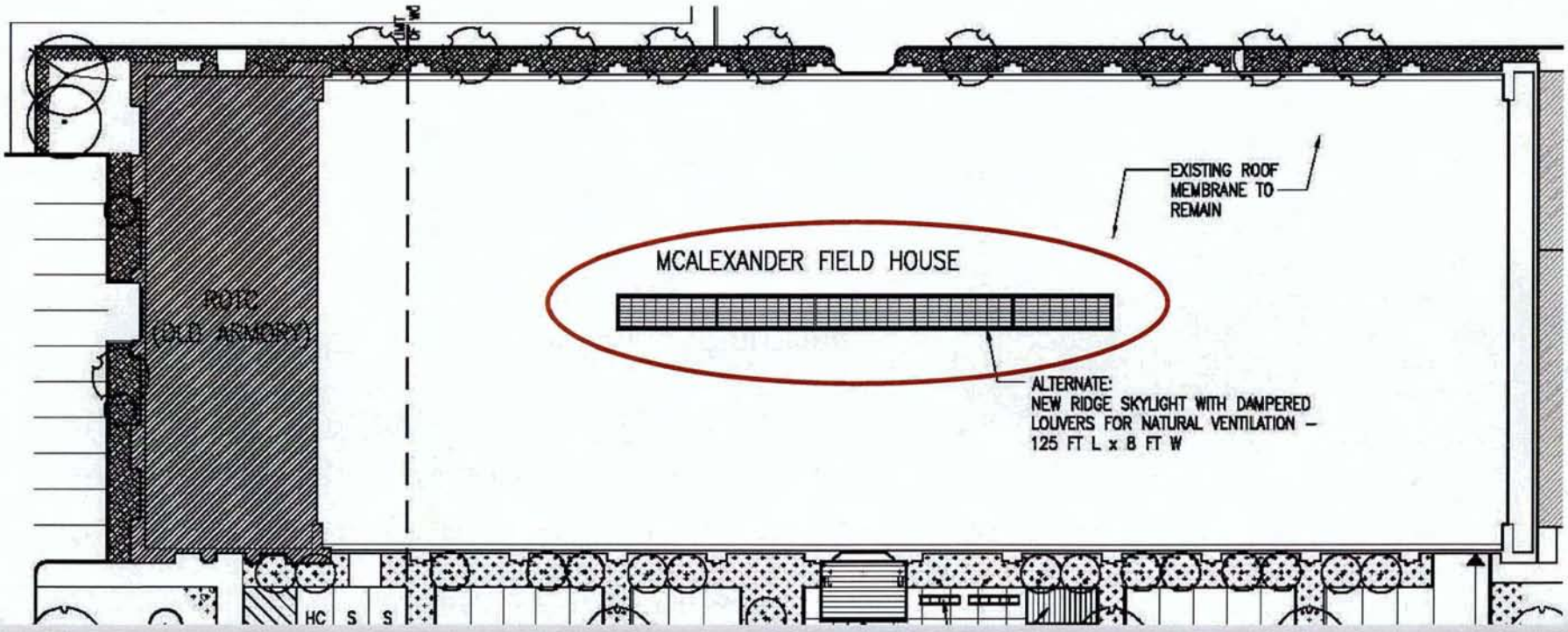
9 FT WIDE, LESS THAN 3 FT HIGH AT EAST, LESS THAN 1 FT HIGH AT WEST

DETAIL A - ALTERNATE: RIDGE SKYLIGHT

Oregon State UNIVERSITY OSU

Add Ventilating Skylight at Roof Ridge:

The skylight would span five bays of the existing roof structure, or 125 feet long, and be 9 feet wide. It would stand less than 3 feet high at its ridge on the east side, and 12 inches high at the west side. It would be centered on the east and west central entries.



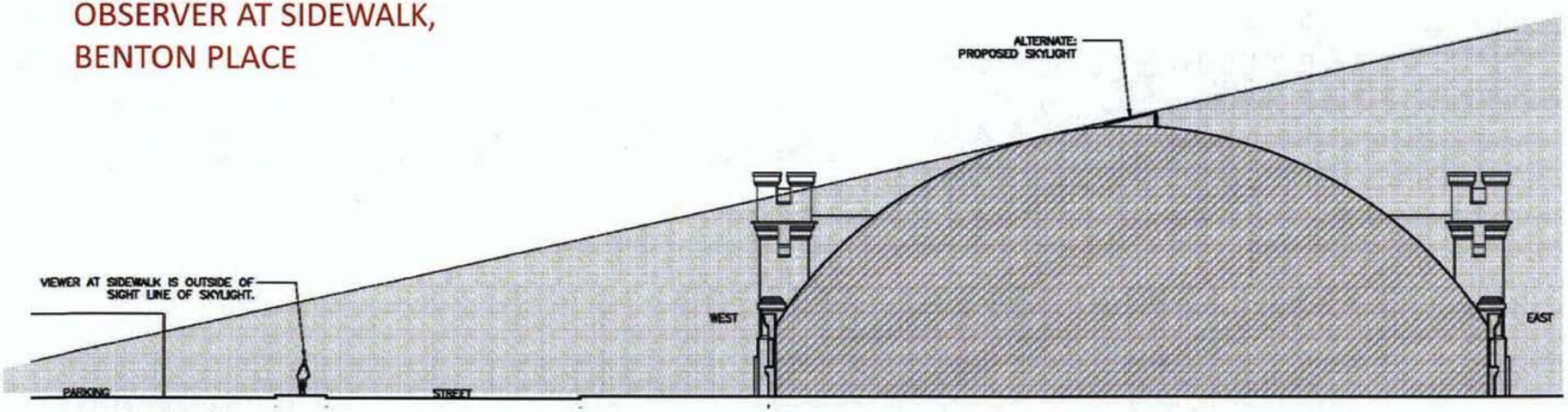
Oregon State UNIVERSITY OSU

Add Ventilating Skylight at Roof Ridge:

Skylight Sightline From the West:

- The skylight would not be seen from the sidewalk on the opposite side of Benton Place (80 feet from the building).
- An observer on the west side would need to be over 125 feet from the building for the skylight to become visible over the curvature of the large roof.

SKYLIGHT NOT VISIBLE TO OBSERVER AT SIDEWALK, BENTON PLACE



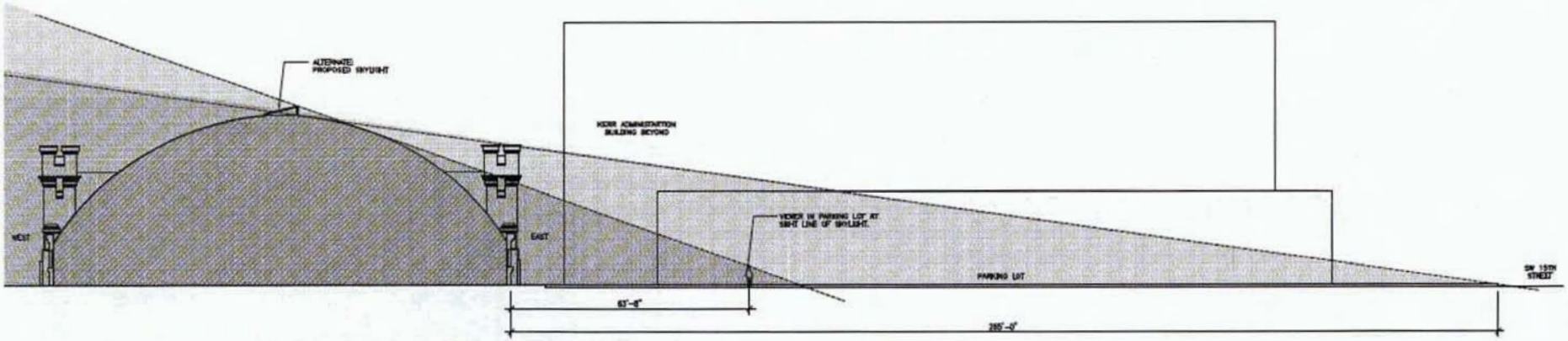
Oregon State UNIVERSITY OSU

Add Ventilating Skylight at Roof Ridge:

Skylight Sightline From the East:

- The skylight would not be visible until the observer is over 60 feet away from the building.
- At less than 3 feet high, and 45 feet up on the roof, the skylight would not be easily perceived from SW 15th Street, 265 feet away.

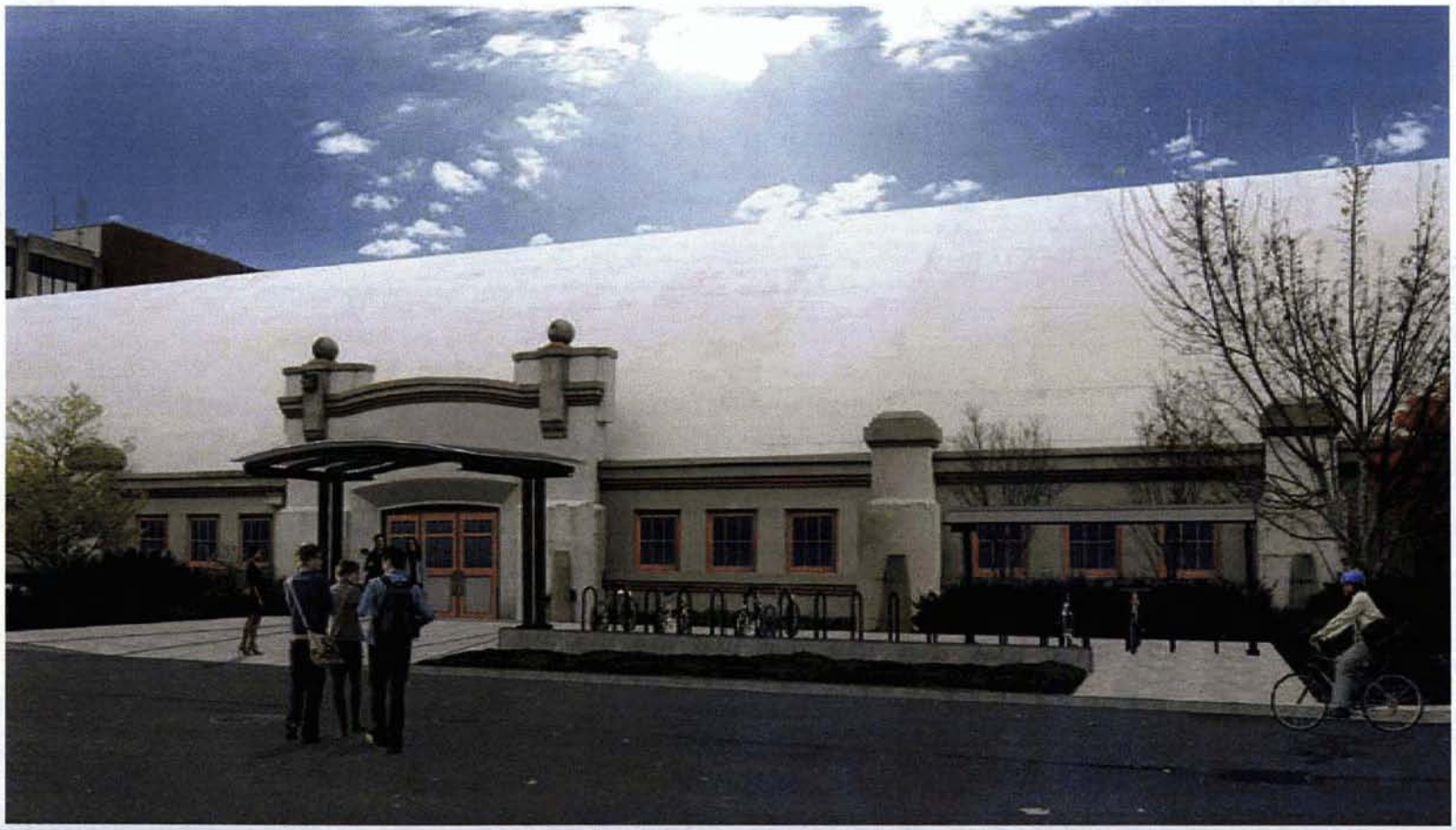
SKYLIGHT NOT VISIBLE TO AN OBSERVER
UNTIL OUT IN PARKING LOT BEHIND
KERR ADMIN, AT FACILITIES SERVICES SHOPS



Oregon State UNIVERSITY OSU

Add Ventilating Skylight at Roof Ridge:

Skylight Sightline: Perspective view from the western sidewalk; skylight not visible.

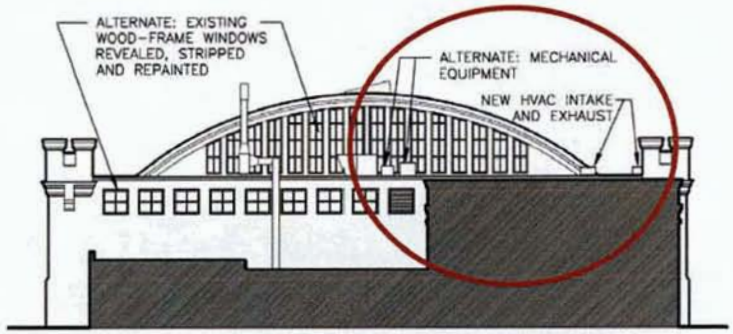


Oregon State UNIVERSITY OSU

Additional, Minor Alterations to the Exterior:

The following additional, minor exterior improvements are proposed:

1. "Knox Box" door key compartment at main entry on west side, per Fire Department requirement.
2. Electronic door actuation device for accessibility, per building code requirement.
3. Electronic entry card swipe device at main entry, west side, per University requirement.
4. Louver at single south façade window, as addressed previously to meet mechanical ventilation code requirement (non-visible to public right-of-way) .
5. Install two small (40"L x 40"W x 32"H) roof-top ventilation hoods and two small (36"L x 12"W x 24"H) air conditioner components, to meet mechanical ventilation code requirement (non-visible to public right-of-way) .
6. Install University standard building ID sign at west entry.



SOUTH ELEVATION - PROPOSED

Oregon State UNIVERSITY OSU

Thank you.

Historic Resources Commission
Tuesday, March 09, 2010

Yost Grube Hall Architecture

DRAFT

HOUSING AND COMMUNITY DEVELOPMENT COMMISSION
MINUTES
March 10, 2010

Present
Judy Gibson, Chair
Ed Fortmiller, Vice Chair
Buzz Berra
Jennifer Jordan
Michael L'Heureux
Sherry Littlefield
David McCarthy

Absent
Robin de La Mora
Tad Abernathy, Planning Commission Liaison
Jeanne Raymond, City Council Liaison

Staff
Kent Weiss
Joe DeMarzo
Terri Heine

SUMMARY OF DISCUSSION

Agenda Item	Action/Recommendation
I. Consideration & Approval: HCDC Draft Minutes of 2/16/10 & 2/17/10	Approval
II. Status: Loan Funds and Recent Rehab Loans	Information Only
III. Draft FY 10-11 CDBG/HOME Action Plan	Recommendation
IV. HCDC's New Role to Comment on State Affordable Housing/Funding	Discussion

DRAFT

CONTENT OF DISCUSSION

I. Consideration & Approval: HCDC Draft Minutes of 2/16/10 and 2/17/10

Chair Gibson opened the meeting, asking for consideration of the HCDC draft minutes of February 16, 2010 and February 17, 2010. The minutes were approved unanimously.

II. Status: Loan Funds and Recent Rehab Loans

Housing Program Specialist DeMarzo reported that no new First Time Home Buyer (FTB) loans have closed since the last meeting. Regarding rehabilitation loans, DeMarzo noted that no new loans have closed since the meeting, adding that four are in the application/review process.

III. Draft FY 10-11 CDBG/HOME Action Plan

Housing Division Manager Weiss directed Commissioners to copies of the draft FY 10-11 CDBG/HOME Action Plan included in their packet. He noted that the Plan describes the activities the City will either carry out or support in the coming fiscal year using federal resources from the CDBG and HOME programs. Beginning an overview of the Plan, Weiss noted that the HUD-required Executive Summary includes a one-year expenditure summary and is briefer than in previous years. He added that a summary of comments received during the 12/21/09 and 04/19/10 public hearings will be added to this section. The Introduction section includes HUD-required information including a housing goals/achievements table. Regarding the Action Narratives section, Weiss noted that the shaded areas detail the actions for which the Commission has made allocation recommendations, adding that non-shaded items are typically either ongoing actions or things that staff will do administratively to meet HUD's requirements. The Plan's Budget Summary shows all funds to be expended from CDBG, HOME, the City's Revolving Loan Fund, and from the other sources agencies identified in the budget sections of their funding proposals. Weiss noted that the total amount of dollars that the City will either be providing funding for or leveraging next fiscal year is a little over $5.5 million if all projects proceed as anticipated.

Continuing, Weiss noted that the remainder of the Plan includes information describing each Plan activity, a table showing the 2010 Corvallis MSA median income levels which will be updated when the new numbers are available, related HCDC and City Council minutes, summaries of public comments received, a glossary, and a required anti-displacement plan and program certifications. In order to move the Plan along to Council, a recommendation is needed by the HCDC to either submit the Plan as written or with changes agreed upon by the Commission. Once approved, the Plan will enter a 30-day public comment period timed to end just prior to the City Council public hearing on April 19.

Commissioner L'Heureux thanked staff for their work throughout the entire FY 10-11 CDBG/HOME funds allocation process. Several other Commissioners noted their appreciation as

well. Commissioner L'Heureux then moved, with Commissioner Fortmiller's second, to recommend City Council approval of the draft FY 09-10 CDBG/HOME Action Plan as written. The motion passed unanimously.

IV. HCDC's New Role to Comment on State Affordable Housing/Funding

Weiss directed Commissioners to a memo included in their packet regarding a request from the City Council for information that will help them determine how the City can most effectively provide input into the State of Oregon's processes that determine its affordable housing priorities. Weiss noted that this request was in reaction to testimony by Jim Moorefield, Executive Director of Willamette Neighborhood Housing Services (WNHS), during Council's 12/21/09 meeting. Mr. Moorefield pointed out differences in affordable housing priorities at the local level relative to those at the State level, and explained how these differences make it challenging for developers to secure capital funding for large affordable housing projects that need both State and local funding in order to be deemed feasible.

Continuing, Weiss noted that the basis of the State's affordable housing priorities and its use of federal funding is, much like the City's, a five-year Consolidated Plan. Under Consolidated Plan development guidelines, priorities are established as each five-year plan is prepared, and each year a one-year Action Plan specifies how those priorities will be addressed. The State is in the final year of its current FY 2006-2010 Consolidated Plan, and will begin work on a Plan for the FY 2011-2015 period in the next few months. Weiss noted that opportunities for input into that Plan, including its affordable housing priorities, will arise this spring as initial outreach is carried out, and again next September/October as a draft Plan is completed and public hearings are scheduled. Similar opportunities related to one-year expenditure plans will occur each year during the Consolidated Plan's effective term. In most cases where input opportunities are provided, the City will have no more than 30 days to review information and generate comments.

Concluding, Weiss noted that Housing staff have requested that the Oregon Housing and Community Services Department, the State's lead agency for developing affordable housing priorities, add the City to distribution lists for future Consolidated Plan and other affordable housing-related planning efforts. As staff receive such notices, and as opportunities for input arise, the information will be brought to the HCDC for discussion and the development of recommendations. Weiss noted that given the typically short turnaround time for comments, the recommendations of the HCDC will be forwarded directly to the State. The HCDC's recommendations will also be shared with the City Council's Legislative Committee so that Council's desire for communications with Corvallis' legislators can be evaluated.

There being no further business, the meeting was adjourned at 12:40 p.m.

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

Approved as submitted, April 7, 2010

CITY OF CORVALLIS
LAND DEVELOPMENT HEARINGS BOARD MINUTES
March 17, 2010

Present
Karyn Bird, *Chair*
Frank Hann
Steve Reese

Staff
David Coulombe, Deputy City Attorney
Kelly Potter, Senior Planner
Jared Voice, Associate Planner
Claire Pate, Recorder

SUMMARY OF DISCUSSION

	Agenda Item	Information Only	Held for Further Review	Recommendations
I.	Opening			
II.	Public Hearing **Review of a Major Lot Development Option for 2235 NW Arthur Avenue (LDO09-00008)**			Denial of requested Variations 1 & 3; approval with conditions of Variation 2.
III.	Adjournment			6:45 p.m.

CONTENT OF DISCUSSION

The Corvallis Land Development Hearings Board was called to order by Chair Karyn Bird at 5:30 p.m. in the Downtown Fire Station Meeting Room, 400 NW Harrison Boulevard.

I. OPENING:

The Chair welcomed citizens and reviewed the public hearing procedures. Staff will present an overview followed by the applicant's presentation. There will be a staff report and public testimony, followed by rebuttal by the applicant, limited in scope to issues raised in opposition and sur-rebuttal by opponents, limited in scope to issues raised on rebuttal. The Commission may ask questions of staff, engage in deliberations, and make a final decision. Any person interested in the agenda may offer relevant oral or written testimony. Please try not to repeat testimony offered by earlier speakers. It is sufficient to say you concur with

earlier speakers without repeating their testimony. For those testifying this evening, please keep your comments brief and directed to the criteria upon which the decision is based. Land use decisions are evaluated against applicable criteria from the Land Development Code and Comprehensive Plan. A list of the applicable criteria for this case is available as a handout at the back of the room.

Persons testifying either orally or in writing may request a continuance to address additional documents or evidence submitted in favor of the application. If this request is made, please identify the new document or evidence during your testimony. Persons testifying may also request that the record remain open seven additional days to submit additional written evidence. Requests for allowing the record to remain open should be included within a person's testimony.

The Chair opened the public hearing.

II. PUBLIC HEARING – Review of a Major Lot Development Option for 2235 NW Arthur Avenue (LDO09-00008):

A. Declarations by the Board: Conflicts of Interest, Ex Parte Contacts, Site visits, or Objections on Jurisdictional Grounds

1. Conflicts of Interest - none
2. Ex Parte Contacts - none
3. Site Visits – Chair Bird
4. Objections on Jurisdictional Grounds - none

B. Staff Overview:

Associate Planner Jared Voice said the application is for approval of a Lot Development Option to vary from three Land Development Code standards. Two of the requested variations (1 and 2 below) constitute a Major Lot Development Option (LDO). The third constitutes a Minor Lot Development Option. They are:

1. Increase the height of a fence in a front yard setback from three feet to six feet (Major LDO);
2. Reduce the interior side yard setback by roughly 75% from eight feet to two feet to accommodate an existing shed (Major LDO); and
3. Reduce the rear yard setback by 80% from 25 feet to five feet to construct a future second-story addition above the existing garage (Minor LDO).

The property is located at the northeast corner of NW 23rd and Arthur Avenue. The Corvallis Comprehensive Plan designation is Low Density Residential, and is surrounded by similarly designated properties. It is zoned RS-3.5. Planner Voice showed an aerial view of the property taken in 2004, then showed the original site plan as submitted by the applicant, showing the area of the second-story addition, the existing accessory structure and where it was proposed to be located, and the location of the existing fence. A supplemental site plan was submitted later that indicates the accessory structure as existing with a two-foot setback and not being relocated. Since

this is the most recent submittal, this was the one that staff reviewed as part of the application.

C. Legal Declaration:

Deputy City Attorney Coulombe said the Board will consider the applicable criteria as outlined in the staff report, and he asked that citizens direct their testimony to the criteria in the staff report or other criteria that they believe are applicable. It is necessary at this time to raise all issues that are germane to this request. Failure to raise an issue, or failure to provide sufficient specificity to afford the decision-makers an opportunity to respond, precludes an appeal to the State Land Use Board of Appeals on that issue.

The failure of the applicant to raise constitutional or other issues relating to proposed conditions of approval with sufficient specificity to allow the local government to respond to the issue precludes an action for damages in Circuit Court.

D. Applicant's Presentation:

Donald Heer, applicant and owner of the property, gave some background for his application. Prior to his purchase of the property, the lot had just been divided off from the lot to the north. He surmised that the owners at that time applied for a setback variance from the north property line.

Mr. Heer asked if the third variation would be treated as a Minor LDO or would be addressed at this hearing. Chair Bird said that since there were two Major LDO's, the Minor LDO would be heard as part of the process. Mr. Heer then said he would take each variation in order.

Variation #1: Mr. Heer said he installed a fence which was, for the most part, six feet in height. He agreed to adjust any part of the fence that exceeded that height. Recently, he became aware of the driveway vision clearance requirements and after talking with staff he realized that his fence was in violation. He is happy to change the fence to meet the requirements. He needs the fence because he has equipment that he stores and wanted to keep it secure. The fence enables him to keep his landscape intact as well. He believes that with the proposed modification he will comply with the vision clearance for driveways, which will bring him into compliance with Land Development Code section 2.12.30.06.a.7, as addressed on page 12 of the staff report.

Mr. Heer said he did not understand what was intended by Land Development Code section 2.12.30.06.a.11, as addressed on page 13 of the staff report, and hoped that staff might be able to give him some feedback. Chair Bird said that he could not ask questions of staff at this time, but she would ask staff to address it when the Board asked its questions of staff.

Mr. Heer then addressed comments contained on page 16 of the staff report related to the fence not being compatible with the open, landscaped yards of the surrounding development properties. Since there is a property within eyesight of his that has a similar fence, he does not believe that his proposal puts him outside the norm. He

does not understand what metric needs to be applied: does he need two other properties, or three? He believes that the modifications to the fence will take care of concerns expressed on page 17 of the staff report relating to meeting the vision clearance requirements.

Variation #2: Mr. Heer said that throughout the staff report there is a statement that refers to whether the variance should be for two feet or three feet from the property line. He does not know how easy it would be to relocate the structure to a three-foot setback, but would be happy to in the future when he can take the time to repair it and get it back into shape.

Variation #3: Mr. Heer said staff's concerns primarily relate to solar access for the property to the north, as well as privacy for the neighbors. A third element that was brought up was whether it was compatible with the design character of existing structures on adjoining properties. Staff said the application did not have enough information to know if his proposal meets this. In terms of the height of the building, his intention would be that the top cornice of the building would not exceed the 28 feet in height, based on a 6:12 pitch. He wants to do the second story at the time he replaces his roof, and because of his large investment in this hearing process, he wanted to include this proposal in with it even though he does not have the detailed plans.

Board member Reese asked Mr. Heer where he was proposing to move the fence so it would be outside the vision clearance triangle. Mr. Heer said that his intention would be to find out exactly where the fence would need to be relocated to meet the requirements, but he was not sure exactly what shape the fence would have until he was able to look at it further.

Board member Reese asked for additional information relating to how Mr. Heer intended to address requirements that he not impact neighboring properties' solar access and privacy. Mr. Heer said his intention was to have the peak of the roof run east-west, which would give the angle of exposure needed for solar access for his neighbor. He had not submitted engineered or architectural plans for the second story addition because it is still just more of a possibility than a probability, but he wanted to have it addressed so that when he replaced the roof over the garage he could add the second story at the same time. He is happy to abide by any rules that the Board would apply and that he would have to meet in terms of the building codes.

Chair Bird said that when she looked at the property, it appeared that there were two accessory buildings. Mr. Heer said that there were actually two structures, though he has always considered them combined. When he first proposed moving the structure, the plan was to move the structure that is currently visible from the garage area to a more northerly location so that it would be out of sight of the backyard area where he has his barbeques. It is not something he is still planning to do. He would like to leave all structures where they are now.

Chair Bird asked if the garage had been added on after the house was built. Mr. Heer said that it had been there since he owned the house. He has some concerns about the adequacy of the structure.

E. Staff Report:

Planner Voice said the application is presented in detail in the staff report, and he will briefly highlight some of the issues.

Variation 1: There is an existing violation case involving the fence. It was initiated in 2008 based on a complaint. This LDO request is intended to resolve the violation. The LDO application was first submitted in August, 2009. There is a 180-day time limit before staff can either deem the application complete or void the application. In this case, on the 180th day additional information was submitted by the applicant and the application was processed at his request. Planner Voice showed photos of the fence submitted by the applicant and additional photos taken by staff. He referred to the vision clearance requirements which were included in the staff report as Attachment F-I and explained how they applied to the driveway. Staff analysis determined that the requested variation did not satisfy vision clearance requirements, did not have sufficient compensating benefits, and was not compatible with the open, landscaped yards of the surrounding developed properties.

Variation 2: This variation is to reduce the minimum side yard setback from eight feet to two feet for the existing shed. The approval of this requested variation would allow the shed to remain in its current location within two feet of the property line. Staff assumed that the proposal was just for the shed and not the temporary metal structure, because there is no information about the metal structure in the applicant's materials. Staff's finding was that the proposal satisfies the applicable review criteria, with the condition that the shed be relocated to maintain a minimum interior side yard setback of three feet, as opposed to two feet. This would ensure consistency with the background and purpose statement, and privacy and compensating benefits criteria which are detailed in the staff report. The accessory development standards within the Land Development Code allow a shed to be within three feet of an interior side or rear property line as long as it is located more than 60 feet from property lines abutting a street. If this standard were applied in this case, it would require the shed to be located in the usable rear yard area, but it would make the shed more visually impacting to neighboring properties. Leaving it in its current location but with a three-foot setback would make it more consistent with the accessory development standards, preserve a usable rear yard and privacy for abutting properties, and not compromise the general intent of setback regulations.

Variation #3: The applicant included a general description of certain characteristics of the proposed addition (Attachment D-4 of the staff report). There were no elevation drawings or floor plans submitted. These are not formal submittal requirements for an LDO, but are fairly important to have in order to respond to some of the criteria relating to compatibility in design and privacy. Staff found that this requested variation does not satisfy certain criteria and standards as noted in the staff report. When compared to development as specified by the Land Development Code, the proposed structure would adversely affect solar access potential. Roof orientation and the type of roof proposed would all make a difference in determining that impact. There were no specific compensating benefits proposed for the variation, and staff could not find any obvious compensating benefits.

Planner Voice then reviewed staff's recommendations. Staff recommends denial of Variation #1; approval of Variation #2, with conditions as outlined in the staff report; and denial of Variation #3.

Senior Planner Kelly Potter further elaborated on how Variation #2 relates only to the shed, and does not include consideration of the other accessory structure. If that structure had been included in the application, it would bring up some other issues that would have had to be addressed and would have had to be "noticed" accordingly. In response to a question from Chair Bird, Planner Potter said that the accessory structure which appears to be a carport is setback approximately 10-12 feet from the sidewalk and two feet from the side property line.

Board member Hann asked how the front fence would be put into compliance. Planner Voice said that, within the vision clearance triangle, the fence would have to be brought down to two feet in height; the balance of the fence which does not meet the 15-foot setback would have to be brought down to three feet in height.

Board member Hann asked what side yard setbacks were required, and staff said eight feet. The proposed variance for the setback would be within allowable variation percentage requirements.

Board member Reese asked staff to again explain why a three-foot setback for the shed would be alright, whereas two feet is not. Planner Voice said that within the Land Development Code there are special standards that apply to accessory structures. The Code allows for them to be located within three feet of a side or rear property line, though they then have to be located more than 60 feet from all street right-of-way property lines. Since this is a corner lot, in order to meet that criteria the shed would have to be located within the usable rear yard area and would have a greater impact on the view shed of neighboring properties. In its current location, it backs up to a garage on the neighboring property to the east. It seems reasonable to allow it to remain in this less-intrusive location, with a setback of three feet.

Board member Hann asked to see the front elevation photo again. He asked staff for clarification on whether the easterly portion of the six-foot fence could remain. Staff said that where it met the fifteen-foot setback requirement it could.

F. Public Testimony in favor of the application: none

G. Public Testimony in opposition to the applicant's request: none

H. Neutral testimony: none

The Chair reminded people that speaking neutrally removes rebuttal rights.

Questions of Staff:

Board member Reese asked staff to respond to the question Mr. Heer had about what criteria needs to be met for showing a compensating benefit that offsets the intent of the original standard. Planner Potter said that it depends on the standard from which the variance was being requested. In this case, the intent of limiting fence heights in

yards adjacent to streets is to provide open spaces between tall fences and streets which increases pedestrian safety and overall pedestrian environment, encourages neighborliness, and preserves the aesthetic character of the community. In the past, the Land Development Hearings Board has granted a fence height exception because the applicant identified some unusual factor such as having a busy church nearby, having topography grade issues which dictated placing a fence closer to the street to maintain privacy, and the applicant was required to have gaps in the fence to provide some visibility through to the street. With such a variance, the Board needs to make findings as to what compensating benefits might appear to apply for each particular case. Staff could not find anything that was that unusual in this circumstance. It is a flat site, the fence is solid, and there are not any surrounding uses other than single-family homes. The applicant did not propose any compensating benefits as part of the application, and staff could not identify any.

I. Applicant comments:

Chair Bird offered the applicant an opportunity for additional comment relating to statements made by staff in response to questions asked by the Board. Mr. Heer thanked staff for clarification about what was meant by compensating benefit. He said that, as mentioned by Board member Reese, corner lots can be very difficult to develop. As a corner lot, he has almost twice the open yard of any of his neighbors. By enclosing the smaller portion of his lot, he still retains a large open area. He believes that he is still maintaining an open and friendly environment within his neighborhood, even though he is restricting a smaller area for his own personal use. Another interesting problem he has is with deer eating his garden. He would like to protect his garden area with a deer-proof fence, which he believes would be a compensating benefit to him. With regard to compatibility with surrounding properties, one of the homes not shown by any of the photos is a property that is in disrepair and has people coming and going at all hours. The fence gives him some security and screening from them. Again, this would primarily be a benefit for him.

J. Additional time for applicant to submit final argument:

The applicant waived the additional time to submit written argument.

K. Close the public hearing:

MOTION: Board Member Reese moved to close the public hearing. Board Member Hann seconded the motion and it **passed** unanimously.

L. Discussion and Action by the Board:

Board member Hann thanked the applicant for going through the process of filling out the forms and bringing forward the information. He said that Planner Potter had stated exactly what he wanted to bring up, which was that the Board has wrestled with this issue several times, specifically for corner lots. In one instance, there was a mitigating factor due to proximity to a church which had a lot of activity going on throughout the week. In other cases, the Board was unable to find mitigating factors. In this case, the applicant has brought forward his concerns but they are not all that unusual over what any one might have living in a neighborhood. He empathized with the applicant but

could not find enough support for granting the variance for the fence. He will be supporting staff's recommendation.

Board member Reese said he agrees with Board member Hann's comments. On Variations #1 & 2, there do not appear to be any mitigating circumstances or compensating benefits. In terms of Variation #3, there is not enough information to approve the variation. He would have wanted more provided in the way of plans or drawings to be able to investigate this variance request further.

Board member Hann added that the City has been looking at such things as possibly allowing for arbors or pergolas to be built in areas like this, which might be an option available for screening sometime in the future.

MOTION: Board member Reese **moved** to deny requested Variations 1 and 3, as identified in the March 5, 2010, staff report to the Land Development Hearings Board, and to approve requested Variation 2, with conditions of approval as identified in the March 5, 2010, staff report to the Land Development Hearings Board. The requests were made through the 2235 NW Arthur Avenue Lot Development Option, permit number LDO09-00008. This motion is based on findings presented in the March 5, 2010, staff report to the Land Development Hearings Board, and findings made by the board during deliberations on the request. The motion was **seconded** by Board member Hann.

Board member Hann clarified with staff that by denying the fence request, this would then mean that the fence would have to be brought up to Code in terms of meeting the vision clearance requirement.

The motion **passed** unanimously.

M. Appeal Period:

The Chair explained that the decision will be effective 12 days from when the Notice of Disposition is signed, unless an appeal is filed with the City Recorder.

III. ADJOURNMENT: The meeting was adjourned at 6:45 p.m.

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

Approved as corrected, April 7, 2010

CITY OF CORVALLIS
PLANNING COMMISSION MINUTES
February 3, 2010

Present
Karyn Bird, *Chair*
James Feldmann
Jennifer Gervais, *Vice Chair*
Frank Hann
Tony Howell
Steve Reese
Jim Ridlington
Mark O'Brien, *Council Liaison*

Excused
Tad Abernathy
Jasmin Woodside

Staff
Ken Gibb, Community Development Director
Kevin Young, Acting Planning Division Manager
Mark Lindgren, Recorder

Visitors
Sam Hoskinson, 827 SW 10th St.
Kirk Bailey, PO Box 1702
Bruce Osen, 553 SW B St.
BA Beierle, PO Box T
Chick Gerke, 1846 SW 72nd St.

SUMMARY OF DISCUSSION

	Agenda Item	Information Only	Held for Further Review	Recommendations
I.	Visitors' Propositions	X		
II.	Budget Update	X		
III.	Planning Division Work Program Discussion		X	
IV.	Old Business	X		
V.	New Business A. Planning Division Update	X		
VII.	Adjournment – 9:26 p.m.			

CONTENT OF DISCUSSION

The Corvallis Planning Commission was called to order by Chair Karyn Bird at 7:03 p.m. in the Downtown Fire Station Meeting Room, 400 NW Harrison Boulevard.

I. VISITOR'S PROPOSITIONS:

Sam Hoskinson, 827 SW 10th Street, highlighted the recent Land Use Board of Appeals (LUBA) decision on the Western Station development (Hoskinson vs. the City of Corvallis, No. 2009-026) regarding the granting of Planned Development (PD) Overlays. He stated the November 12, 2009, court decision in the appeal showed that the City of Corvallis' use of PD Overlays to grant variances for developments was not correct; as a result, many Corvallis approved developments violate neighborhood protections guaranteed by the Land Development Code (LDC) and common law. The main part of the case concerned compensations that had to be granted for variances to the LDC.

Mr. Hoskinson quoted from page 2 of the Court's opinion, "..Corvallis LDC Chapter 2.5 contains standards and procedures for review of applications for planned development ... and provides (as relevant here) requests for approval of conceptual development plans shall be reviewed to assure consistency with the purposes of the chapter". He stated that the purposes in his appeal were regarding 2.5.40.g and 2.5.40.h. He said (g) states that "Planned review procedures are established in this chapter to provide greater compatibility with surrounding land uses than would otherwise be provided under conventional land development procedures". He said (h) states, "..It must provide benefits within the development site to compensate for variations from development standards such that the intent of the development standards is met".

Mr. Hoskinson stated that during Planning Commission and City Council deliberations, staff advised that (g) and (h) were *not* review criteria and so should not be considered in the decision. He said the Court stated the City's interpretation of LDC 2.5.40.04 appears to reason that only where the LDC requires an application to be reviewed for compliance with specific standards are those standards applied as review criteria. Where the LDC requires the City to review an application for consistency with LDC provisions, those provisions do not apply as review criteria requiring an independent assessment. Mr. Hoskinson related the Court said "..the respondents argue under O.R.S.197.829, LUBA must defer to the city's interpretation of LDC 2.5.40.04, because the City's interpretation doesn't conflict with the plain language". He related that LUBA stated "LDC 2.5.40.04 is entitled Review Criteria; the express language of the provision requires the City to review requests for the conceptual development plan approval to assure consistencies with the purposes of LDC 2.5, among others". He related that LUBA stated "..the City's view that it may ignore the obligation to review for consistency for the purposes of Chapter 2.5, except in circumstances where a variation is requested, has no support in any text or context cited, and is inconsistent with the plain language of LDC 2.5.40.04. ..For that reason, ORS 197.829.1 does not require us to refer to the City's interpretation. ..We do not think the City's interpretation of the mandatory phrases set forth in LDC 2.5.40.04 set out above is consistent with the express language of the provision".

Mr. Hoskinson stated that, thus, the City is required to review applications for consistency with 2.5.20 g and 2.5.20.h. He said those are the criteria which will protect the neighbors; the LDC is not just for the developers, but also for the rights of the neighbors; those protections cannot be arbitrarily removed. He stated that the City's actions represent takings, which must stop immediately, and suggested that no PD Overlay variances or Lot Development Option variances be granted by the Planning Commission or the City Council until a mechanism can be worked out to guarantee that neighbors' protections under the LDC are upheld.

Commissioner Howell asked staff to provide copies of the LUBA opinion and requested that there be future discussion on the ramifications of the matter.

II. BUDGET UPDATE:

Community Development Director Ken Gibb reported on new information regarding projections for the City budget and measures being considered to deal with it in both the short term and the next 18 months. He highlighted two handouts: Council Goals Update and the 2009 Citizen Survey **(Attachment A)**; and the City of Corvallis Financial Status FY 2010-2011 **(Attachment B)**.

Director Gibb said the Planning Division and Community Development Department were impacted by reductions in revenues in the General Fund that were property tax-related, and from funds that come in from franchise fees, land development application fees, etc. The current projection (which will change) is that by the end of FY 2010-11 (June 2011), there will be a deficit of about $3.6 million in property tax-related funds. The gap is tied to costs continuing to rise (particularly with personnel-related costs); with property tax collections leveling out; and with franchise fees leveling out or dropping, partly due to citizen sustainability actions (using less electricity and water results in smaller franchise fees being paid to the City).

Director Gibb said the budget situation is not a short term issue; it is a structural issue that many cities are now facing, and will not necessarily change much even with a financial turnaround. He said the approach presented to the Budget Commission was to allocate the necessary reductions based on departments' share of property tax and General Fund revenues. He highlighted the handout chart, showing various reductions by department; Community Development's share of the reductions is about $220,000 of its overall $7.5 million budget. The Department's revenues from the General Fund are about $1.7 million; of that, only about $200,000 has any play in it from an expenditure standpoint (including copying and other basic items). There are staff vacancies in the Planning Division and the Code Enforcement Program, so the current proposal is to not fill the vacancies, using the savings to partially address the deficit. Other expenditures on travel and training will be looked at. Director Gibb said that while there is some money budgeted for the Buildable Lands Inventory, the intent is to continue and finish that project, as it has been a priority for a long time. He said there will be firmer numbers in March. Staff will prepare for additional reductions beyond the $220,000 figure, as well. He said the budget reductions impact the Planning Division Work Program; there will probably be one less staff member over the next 18 months available to work on the work program.

III. PLANNING DIVISION WORK PROGRAM DISCUSSION:

Chair Bird said the Planning Division Work Program Discussion would start with a staff report, followed by Commissioners' questions to staff, then public comments, and end with more questions from Commissioners. Acting Planning Division Manager Kevin Young highlighted new testimony from Jessica Eagle **(Attachment C)**, related to how food concession stands are regulated in Corvallis.

Manager Young noted the staff report states that the Comprehensive Plan requires a list of unresolved planning issues be maintained; the list has evolved over time into a discussion

and selection of Planning Division Work Program priority items for the coming year, and the distinction between the two lists has blurred over the years, with the Unresolved Planning Issues list growing longer over time. He said the list includes items that are both broad in scope as well as minor items. Manager Young said staff's current proposal is to reorganize low priority items, or perhaps remove them from the list, if the Commission concurs. The list does not determine all of the Planning Division Work Program; much of the work comes from applications that come in through the door; these projects consume a significant portion of staff resources. Planning Division staff also support the Downtown Commission, the Committee for Citizen Involvement, the website, GPS, etc., as well as a few priority Work Program items (also referred to as long-range planning projects). Manager Young said that, given current budget trends, staff don't expect to be able to initiate all of the staff-recommended top ten projects in the upcoming year. Depending on the size of the selected projects, he said a more realistic number would be three to five, with three of these already initiated: the Buildable Lands Inventory, the FEMA project, and the South Corvallis Airport Industrial Plan.

Manager Young highlighted the staff memo regarding the unresolved planning issues list. He cautioned that the scores given by staff represent only their best estimates of projects giving the best "bang for the buck" in terms of the identified criteria, including improving public service, saving time or money, facilitating implementation, and improving the legal framework of regulation; other criteria may also be appropriate for Commissioners to consider, too. In staff's scoring, items with anticipated significant impact on a broader sector of the community were scored higher than those with a more narrow benefit. Also, he said there are a couple of items on the list that were recommended by boards and commissions; the list includes the status of ongoing projects. Manager Young said staff recommended items to be added to the general Code Tweak list, which includes items that have been creating implementation problems, are simple errors, demand further clarification, or demand a policy decision on the part of decision makers. He said this big list is represented as one task item, #1, under General LDC-related Improvements. He said there is a possibility of adding a few small items to that list. He said there is an efficiency in pooling some issues and working them through the process together. In some cases, staff recommend removal of items from the list.

Manager Young stated that there is also the potential for a follow-up Planning Commission meeting on February 10 or 17. Staff need a Commission recommendation to the City Council on the Planning Division Work Program priorities for the coming year and a recommendation on items to be added, moved or rearranged on the Unresolved Planning Issues list.

Commissioner Howell asked for clarification on packages #2 and #3; Manager Young replied that staff were thinking of these items as a consolidated list with the possibility of adding small items over time, such as discreet Code changes. Mr. Young said that package may be found to be unwieldy and may need to be split apart; staff already split out natural resource-related Code tweaks and historic preservation Code tweaks. Some packages have specific focuses, while others are more catchall. Mr. Young said staff seeks direction from the Planning Commission and the City Council. Work on Packages #2 and #3 of Code Tweaks has not started. Work on natural features and historic preservation Code tweaks are on hold; they are on the Unresolved Planning Issues list as separate items. Director Gibb added that the Council direction has been for Planning staff to begin work on the FEMA

project, the South Corvallis Airport Industrial Plan, and the Buildable Lands Inventory in the coming year.

Public Comment:

Sam Hoskinson, 827 SW 10th Street, stated that he is concerned to see dealing with parking issues put off repeatedly over the years. He cited multi-bedroom residential developments that are only required to have two parking spaces per unit. He said developers seek to maximize their profits by minimizing the amount of space needed to be dedicated to parking in order to take advantage of weaknesses in the LDC, thereby pushing parking problems into neighborhoods. He said that would be easy to fix in the Code.

Mr. Hoskinson suggested the Commission consider his proposal to modify the LDC so that for any dwelling with more than three bedrooms, an extra half parking space be required, and for every bathroom, an extra quarter parking space be required. He said that, currently, the Code requires development parking to be rounded up, but the requirement is not being enforced. Also, he said many developments claim to provide their off-street parking through providing on-street parking; also, tandem parking spaces should be looked at. He said the most efficient type of parking space is in front of a drive between the garage and the driveway; that won't be rented out to a student. Mr. Hoskinson said simple fixes can be done easily, so developments' parking wouldn't have to be pushed out to create serious neighborhood problems. He stated his neighborhood is being dramatically squeezed on parking, and requested that easy parking code fixes not be put off again, as the issue is a priority that will only become worse if nothing is done.

Mr. Hoskinson said Kirk Bailey would ask that staff be granted greater flexibility on infill property. He said he doesn't want public discourse removed from consideration of such projects, rather than just having staff decide. He proposed that funding for planning staff be removed from development funds, since such a connection would cause pro-development bias in staff.

Commissioner Hann stated he understands there is a rule that there can only be five unrelated individuals living in a dwelling. Mr. Hoskinson replied that in Covey Row, for example, there are six bedrooms and four bathrooms officially for each unit, but only two parking spaces were required. He added that there are a number of residences near campus that have bedrooms without doors, which is a common trick used to maximize rental profits. Mr. Hoskinson said the LDC must not be silent on such an important issue. He said his neighborhood is struggling with parking; the issue affects livability and is easy to fix.

Bruce Osen, 553 SW B Avenue, highlighted page 19 of Attachment A: Review Parking Standards for Multi-family Development Containing in Excess of Three Bedrooms Per Unit. He said staff found that the item appeared to be redundant with item #8 on the list and recommended deletion. Mr. Osen stated that the wording should actually be *Single*-Family Development, saying that the definitions have morphed. For example, he said, 7th Street Station was a Multi-Family development in an RS-12 zoning with about 98 units, each with 4-5 bedrooms. The development was supposedly single-family houses (even though all the bedrooms had individual entries) and only two parking spaces were required for each unit, while their target market would expect the need for many more parking spaces. Mr. Osen said developers are changing the definition: single-family homes are being built with multiple bedrooms and bathrooms and coming into the LDC under Single-Family requirements for

two parking spaces. He advocated that the phrase "single-family" not be deleted from the list, as it affects infill; the City needs to look at the issue.

Kirk Bailey, PO Box 1702, stated that he supports the Downtown Commission's recommendations in the packet. He said the recommendations were developed with a lot of input. He related that he and others wrote a letter (Attachment G-3 of the staff report) suggesting editing changes to the Unresolved Planning Issues list. He said two key changes would be, first, to add a date column, and second, to indicate, if possible, where the issue came from (this is currently being done informally). He said the reason for the latter is an institutional memory issue: if you know where an issue came from, you can then test the solution to see if it would have solved the problem.

Mr. Bailey highlighted another letter signed by himself and several others (Attachment G-7 and G-8 of the staff report) suggesting creation of an infill task force to look at infill issues. He related that there was discussion among neighborhood leaders, developers and planners regarding barriers to infill. He said these barriers can cause some inappropriate developments to be built (like a single-family house with eight bedrooms), or may cause greenfields to be developed prematurely.

Mr. Bailey highlighted an example, item #37, that has been on the list from the beginning. He said it shows the impact on the kinds of buildings that can be built. He displayed several examples of building types whose height is influenced by the LDC requirement to take the roof's tallest triangle, and split the difference, and the maximum allowable height is the mean of that. He related that the City of Medford resolved the issue by simply adding two words to its definition: "gable *and gambrel*". He said the item should be removed from the list by fixing it.

Mr. Bailey said there are thirty items on the list that are applicable to infill, and suggested that volunteers on an infill task force work on that list; it would have to go through the public process. He asked that the Planning Commission recommend to the City Council the establishment of an infill task force, which would require a relatively small amount of staff support; he related that he knows a number of very qualified people willing to serve. He expects the task force would find that some fixes may only require very small Code tweaks, while others may prove more difficult. He submitted copies of his testimony for the record.

Commissioner Howell asked Mr. Bailey about his vision of infill. Mr. Bailey replied that in the central city, generally only units with large numbers of bedrooms are being built. He said part of the reason for that is that developers need a high rate of return to get over the barriers to infill. He said that removing some barriers to infill would make it easier to add mother-in-law units or other small-scale infill, and that current development is promoting conformity, not diversity. He said if development is all mixed up, organic and incremental, it is more manageable, while a monolithic block distorts things.

Mr. Bailey added that many remaining lots haven't been developed because they are weirdly shaped, have strange access easements, etc, but the LDC seems to be written for an idealized greenfield situation which doesn't exist in the central city. When the Code is applied to the central city, new development winds up being *less* compatible with surrounding development. He said one of the items on the list is regarding private utilities, which are still required to put utilities in the front, even when they would rather not do so, and even where they are generally provided by alleys in the central city; the end result is

houses that line up in rows and look the same. So, by applying the current standards as we are, we end up with development that is less compatible with its surroundings.

Commissioner Hann asked Mr. Bailey if his proposal would apply to adaptive reuse. Mr. Bailey said the central core has a lot of commercial area, and many of the same issues apply to commercial properties, too. He said owners of property on the Local or National Historic Register must go through the Historic Resources Committee (HRC); the requirements to make the proposal compatible can't conflict with things like building setbacks, so you end up with conflicts. He said if an application must go through design review with the HRC anyway, he suggests letting the HRC modify non-life and non-safety building code issues in order to have more flexibility. He said that doing so would solve problems with both commercial and residential properties.

Mr. Bailey said the proposed task force would be relatively inexpensive. Commissioner Hann asked whether an existing structure could be used for the task force. Mr. Bailey replied that it needed a one-time committee for six to nine months; it would be volunteer-driven and would require minimal staff.

B.A. Beierle, PO Box T, concurred with Mr. Bailey regarding the recommendations of the Downtown Commission, and said that citizen input on infill could be very valuable in streamlining government function at a time when creativity is needed.

Ms. Beierle highlighted LDC Chapter 2.9, on the list. She stated the Code has been used for four years now. She said there are a few things needing to be changed, a few things are missing and need to be addressed in order to streamline function, and there are also some big changes needed. For example, she said, while Chapter 2.9 was written to be residential-centric; the recently-added OSU historic district adds 17-20% to the number of designated resources that come under review, and some of the existing language does not translate well. She encouraged public input in the process. Ms. Beierle said there are things that could be done to make the Code more responsive to institutional and commercial historic resources. She said examples of HRC tweaks include that ADA ramps on non-contributing structures that could be over 48" in height have no specificity on the size of the ramp or the percentage of the footprint. Also, she said the HRC should not be involved in the placement of utility poles. Ms. Beierle emphasized that she isn't suggesting writing OSU-centric tweaks, but instead, looking at the larger, global picture. She noted that the HRC would probably appreciate the chance to revisit Code tweaks.

Chick Gerke, 1846 SW 72nd Street, stated he is an architect in private practice. He highlighted his written testimony in the staff report (Attachment G-5 and G-6), with suggestions for issues that need to be cleaned up, such as conflicting requirements. He said he was one of the co-signators of the letter referred to by Mr. Bailey, advocating creation of an infill task force. He said in his experience with small local families and businesses on small projects, the infill process has many problems; it is difficult to develop smaller lots with the new LDC. He also supports getting more of the community involved. He said he participated in the drafting of the LDC, but it is not working well; he is hearing from people saying there are problems in how the LDC works; it is a ponderous document and it is now much more difficult to satisfy the requirements. He said staff were very neutral regarding development; staff bend over backward to adhere to the letter of the Code.

Commission Discussion:

Chair Bird stated staff suggested the Commission start with the top ten-scored items. Manager Young clarified that the list reflects those items staff believe give the biggest "bang for the buck." Chair Bird said that #1 was mandated and is underway. In terms of other changes to the LDC, natural resources are listed as item #2; the others are #3. Regarding Chapter 2.9 changes, Manager Young said that the list of potential Code changes would be reviewed and could be altered prior to any adoption process. Director Gibb added that items regarding the Buildable Lands Inventory (#9) and the South Corvallis Airport Industrial Park (#7) are Council priorities.

Manager Young clarified that items #2 (Natural Features), #3 (a bucket list), and #4 (Historic Preservation) are Code tweaks. Items #7 and #9 are already underway. Commissioner Howell noted the natural resources Code tweaks were on a list last fall of things that could be accomplished by the end of the year, along with historic preservation Code tweaks (which represents a short list from the HRC, intended to save the City and developers time and money). He asked whether the work effort had grown. Director Gibb clarified that last fall, staff had expected that they would be able to start work on a couple of areas, including natural features changes (including FEMA) and Historic Preservation. The HRC list was designed to be a small, manageable package that wouldn't be a huge undertaking. It is an initial list from the HRC; staff intended to take the list back to the HRC to work through. However, when the Council directed otherwise, staff called a time out on the HRC package. If it becomes a high priority, staff could go back to the HRC and have it be a medium work program; it is up to the Planning Commission and the Council.

Commissioner Howell asked for a list of the needs behind the natural features items. Manager Young replied regulations on Highly Protected Sensitive Vegetation (HPSV) areas don't allow for consideration of additional data that could be brought to bear on the resource areas; while it was built as an iron clad code, the problem is that the data isn't perfect, and that is creating unintended consequences. In addition, there are a number of lots in the city, many residential, which are significantly encumbered with resource areas and the Minimum Assured Development Area (MADA) provisions don't provide the relief that had been anticipated.

Manager Young said that there was recently an appeal to the Council regarding standards for development in steeply sloped and landslide hazard areas. While there is a strict Code language standard, there are lots on which development may be problematic, based on that standard. He said the database for landslide hazards areas was based on very rough data; the result has been requirements for geotechnical reports for patios and relatively small improvements that approach the absurd. Manager Young said there is a need for adjustments; it would require a public process to weigh resource protection against public benefits. As part of that, the ESEE analysis prepared for Planning Goal #5 may need to be revised. Director Gibb added that this package is not intended to make big changes; the proposals represent fine-tuning still consistent with the approach while making it work better for applicants, property owners, citizens and staff.

Commissioner Howell noted that this is the same reasoning put forward for infill language adjustment. Manager Young said this issue scored higher in relation to infill due to the fourth

criterion regarding the legal framework on potential takings; there was more possibility for that in that category. Director Gibb added that, currently, there is no provision to move a line regarding HPSV, while with infill, there is a process for varying from Code provisions.

Commissioner Howell said three of the items in the top ten list are Code tweaks. He asked if the staff proposal was to put them together with things on the broader list. Manager Young replied staff sought direction, but those items could be added. Director Gibb cautioned there are ways to add things into Code Tweak Package #3, but the list could become unmanageable if too much is added, and it may slow down addressing other items that are already committed to.

Commissioner Hann asked how viable it is to include the infill task force in #3; Director Gibb replied he believes it should be a separate item, in the next years' work program. He said much of the LDC was produced with volunteer oversight, but some commitment of staff would probably be needed throughout the process.

Commissioner Howell said a couple of things never implemented in the last LDC update were Comprehensive Plan policies for industrial properties and downtown districts; the intent was to address them in a phase four. He noted the industrial item was recommended for removal from the list. He expressed concern that there are standards that do not implement the Comprehensive Plan. Commissioner Howell highlighted recent testimony saying that the Willamette River Greenway Overlay could be removed and have the general industrial standards applied to general industrial uses in the mixed use transitional zone, but that section was never updated. He said it is a problem that needs to be adjusted and asked staff when the next Comprehensive Plan update was scheduled. Director Gibb replied it is not on the schedule now. He said staff is looking at experiences in managing the current Code day to day; the industrial code hasn't risen to the top since it hasn't come up much day to day. Commissioner Howell noted that the lack of Code standards could allow someone to develop industrial land directly after removing the PD Overlay; he suggested scheduling that work by taking a multiyear perspective. He said the recommendations for downtown were not on the top ten list and asked if there is any way to accomplish the top ten. Director Gibb replied that staff could not; there are three items already underway that will consume a lot of staff resources over the next year, along with maybe only one or two more.

Commissioner Howell asked if the Downtown Commission recommendations and staff support for creation of an infill task force could be added to the following year's work program. Director Gibb replied that the Planning Commission may wish to work those into the list and give a lower priority to other items. He agreed that the infill issue is important and needs work, but it could be a huge issue once started. He said staff is already supporting five commissions, and the addition of a task force could require a great deal of staff commitment. Director Gibb added that a work session with the Council is upcoming on February 22, and staff may be better able to respond to the issue after that time.

Commissioner Howell said three of the items are Code tweaks that may not be high priority, but may make sense to be done together. The Downtown Standards have been waiting for about ten years to be developed and a commission just completed them, so they are significant and he wants to make room for them, as well as the infill task force. These issues are important for Council Goals for sustainability and keeping a compact city. Commissioner Howell noted the Airport Refinement Plan was more of an airport development, as opposed to a community-wide community planning strategy; he prefers to clump Code tweaks and

make the Commission's own list. He suggested including staff's #1, with the established Code tweaks of #2 and #3; with another section of a fourth package, that includes staff items #6, #8, and #5; Downtown Commission recommendations; as well as potential consideration of an infill task force. Council could give feedback at the work session about whether the list is accomplishable. Manager Young clarified that Commissioner Howell's proposal included a package #3, with items #2, #3 and #4; and a package #4 that would include items #5, #6 and #8 identified as Code tweaks. Chair Bird stated that, depending on how big items #2 and #3 are, those three may fit into them as well, along with a potential HRC Code Tweak Package.

Commissioner Reese asked about consolidating Code tweaks; he noted that staff took the time to separate them out. Chair Bird replied that some of the tweaks are small. Commissioner Howell said that, looking at Code tweaks separately, he would take them out, since they are not as important as Downtown Commission recommendations or infill. Director Gibb remarked that issues staff sees on a day-to-day basis rose higher on the staff list, while downtown policies aren't a daily issue for staff or customers.

Manager Young stated that Commissioner Howell's proposal to consolidate items #5, #6, and #8 is consistent with the staff recommendation. Director Gibb added that the recommendation comes with the proviso that if #3 gets too big, it could prevent the HRC or natural features items getting through the system. Chair Bird recalled that Code Tweak Package #1, with twenty or so relatively easy items, took a lot of time for staff to prepare and for the Commission to work through.

Commissioner Feldman asked if it is possible to assign an hours estimate for the items. Manager Young responded that it is too difficult to estimate the time required. Director Gibb related that, for example, staff had first thought the FEMA language would be easy, but it has actually proved to be very time-consuming and complex.

Commissioner Hann said he is in favor of bundling items as Commissioner Howell suggested, recognizing that variables will affect the process and everything may not get done, along with Downtown Commission recommendations and the infill task force. Regarding infill, Commissioner Hann noted that about 40% of the projects coming before the Commission involve parking. He suggested looking at reducing staff support to boards and commissions to free up more staff time. Director Gibb noted that in 2009 there were 50% more land use applications to process than in the previous two years, many of them historic resource-related. Staff hopes that Code tweaks to Chapter 2.9 will reduce staff time needed for the HRC. Natural features and other Code tweaks can reduce staff time needed by making the process more direct and clear for everyone concerned. Commissioner Howell noted the historic preservation process was actually proving a success, since it was not so onerous as to cause people to go around it.

Commissioner Howell said that, in regard to ranking, he suggests the Commission score items. He suggested bundling three packages, Downtown Commission recommendations and the first year of staff support for an infill task force. Director Gibb said it could help to prioritize items and take them to the joint work session with the Council on February 22. Chair Bird said it would be easier to have another session on February 10 rather than the 17th; Director Gibb added that the two commissioners unable to attend could email in their ballots.

Commissioner Reese asked what the advantage is to consolidate the three packages, since it is the same amount of work. Commissioner Howell replied that it gives items a chance to stay on the list that might not go anywhere if listed individually. Manager Young said that there is some economy of scale of bundling items #5, #6 and #8 from a staff perspective, since they must run through the same process. The danger is that if there is too much together, gridlock can occur.

Commissioner Reese agreed with consolidating items #5, #6 and #8 if there is efficiency associated with it. Chair Bird suggested prioritizing #5, #6 and #8; the addition of Downtown Commission recommendations, and the addition of discussion of a proposal for a potential infill task force at the work session. She said the plan is to send out the list via email, and the Commission will discuss it at the February 10th meeting. Director Gibb suggested other topics for the Commission at the meeting be to look at items which were not on the top ten list, discuss how to organize the list, and discuss how to make it more manageable. Chair Bird agreed the Unresolved Planning Issues list had grown a great deal over the years without much movement.

Commissioner Hann said that since the issue is not quasi-judicial, Commissioners could have a "reply all" back and forth discussion before the February 10 meeting via email. Chair Bird cautioned that the Council may re-prioritize the list. She asked members to take into account staff's prioritization.

Manager Young clarified that all the items on the 2009 Unresolved Planning Issues list were also on the 2010 list. Chair Bird praised the characterization on the 2010 list, such as the grouping of parking items. She said the Commission could also discuss Mr. Bailey's suggestion to put dates on the items and note why they were placed on the list, if that information was available. There was consensus to discuss the items at the February 10th meeting.

IV. OLD BUSINESS:

Chair Bird related that the three Planning Commissioners who are on the Land Development Hearings Board (LDHB) will hear a request for a Major Lot Development Option for 2215 NW 16th Street at the LDHB meeting scheduled for Wednesday, February 17, at 5:30 p.m., before the 7 p.m. Planning Commission meeting

V. NEW BUSINESS:

A. Planning Division Update:

Regarding the LUBA decision that Mr. Hoskinson discussed in Visitors' Propositions, Director Gibb related that the City's position was actually upheld, so he didn't know what Mr. Hoskinson was referring to; the City Attorney could respond to the issue at the next meeting. Chair Bird asked for a copy of the decision prior to discussion; Manager Young replied that he would email the link to the opinion.

Manager Young related that a number of Commissioners attended the League of Oregon Cities training in Salem; he said it was very successful. He highlighted training materials, including "An Introductory Guide to Land Use Planning for Smaller Cities and Counties in Oregon" **(Attachment D)**. He asked if there was interest in further

follow-up training on commissioner roles and responsibilities; Chair Bird suggested getting newer members together to discuss issues. Manager Young said that nothing was scheduled for the March 3 Planning Commission meeting yet. Chair Bird related that, based on discussions she'd heard at the training, Corvallis is ahead of the game compared to other jurisdictions in many respects. She said one of the recommendations was for planning commissions to meet with their city councils at least once a year, and this Commission is already doing so.

Director Gibb noted the February 22 joint work session with the Council is also about the South Corvallis Area Refinement Plan, in addition to the Planning Division Work Program.

VI. ADJOURNMENT: The meeting was adjourned at 9:26 p.m.

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

Approved as submitted, April 7, 2010

CITY OF CORVALLIS
PLANNING COMMISSION MINUTES
February 10, 2010

Present
Tad Abernathy
Karyn Bird, *Chair*
Frank Hann
Tony Howell
Jim Ridlington
Mark O'Brien, *Council Liaison*

Staff
Ken Gibb, Community Development Director
Kevin Young, Acting Planning Division Manager
Terry Nix, Recorder

Absent
James Feldmann
Jennifer Gervais
Steve Reese
Jasmine Woodside

SUMMARY OF DISCUSSION

	Agenda Item	Information Only	Held for Further Review	Recommendations
I.	Visitors' Propositions	X		
II.	Continuation of Planning Division Work Program Discussion			
III.	Planning Commission Minutes A. January 20, 2010			Approved as corrected.
IV.	Old Business	X		
V.	New Business A. Planning Division Update	X		
VI.	Adjournment – 8:40 p.m.			

CONTENT OF DISCUSSION

The Corvallis Planning Commission was called to order by Chair Karyn Bird at 7:03 p.m. in the Downtown Fire Station Meeting Room, 400 NW Harrison Boulevard.

I. VISITOR'S PROPOSITIONS: There were no propositions brought forward.

II. CONTINUATION OF PLANNING DIVISION WORK PROGRAM DISCUSSION:

Acting Planning Division Manager Kevin Young drew attention to *Planning Commissioner Scoring of Priority Work Program Items 2/10/10*, previously distributed **(Attachment A)**. He briefly reviewed the scoring of the 12 items on the list, noting that the FEMA Update, the Airport Industrial Park Plan, and the Buildable Lands Inventory (BLI) Update are already in process. He noted that the handout is provided as a starting point for discussions.

Community Development Director Ken Gibb noted that the goal is to prioritize Work Program items in preparation for the Planning Commission/City Council Joint Work Session on February 22. He said that he has some information related to staffing levels that he would like to share at a time of the Commission's choosing. The information is not intended to influence this discussion, but it will be part of the information presented at the Joint Work Session. There was general agreement that it would be helpful to have the staffing information at this time.

Director Gibb said that, in addition to the Acting Planning Division Manager, current staffing demands for the Planning Division are as follows:

1 FTE is assigned to economic development (Downtown Commission, allocations, etc.).
1.5 FTE is assigned to historic review processes (this is a conservative estimate).
.5 FTE is assigned to GIS, Web, and data management.
1 FTE is currently vacant and will not be filled due to budget reductions.
1 FTE is assigned to current planning land use applications (there have typically been at least two FTE assigned to these activities in the past).
1 FTE is available for long range planning.

The following two Planner positions are assigned to Development Services:
1 FTE reviews development applications for LDC compliance.
1 FTE is currently on loan to the Planning Division to handle administrative cases.

Director Gibb noted that these commitments are expected to continue into the future.

Director Gibb advised that there has been discussion at the staff level about the possibility that the City Council may wish to revisit the relative priority of the BLI in light of staffing issues. Information on this will be presented for Council consideration at the Joint Work Session.

Chair Bird initiated discussion about Work Program priorities. She suggested that the FEMA Update, the Airport Industrial Park Plan, and the BLI Update be listed as priorities 1 through 3, given that they are already underway. Commissioner Ridlington asked if any of the Work Program items are mandated. Staff advised that the FEMA Update is required in order for the City to continue to take advantage of the Federal Flood Insurance Program; the Airport Industrial Park Plan and BLI Update are current Council priorities.

Commissioner Hann initiated discussion regarding changes to the Land Development Code (LDC) related to Natural Features. He noted that this Work Program item received a high ranking by several Commissioners; he ranked this at number 1, primarily due to the takings

issue. In discussion and in response to inquiry, Manager Young stated that the Minimum Assured Development Area (MADA) provisions were developed in order to avoid takings circumstances; however, staff is finding that the regulations as written leave some of the smaller platted lots within the City very difficult to develop, approaching what could be considered a taking. Director Gibb added that the intention is not to unduly burden property owners; staff believes that there are Code tweaks that could provide for a smoother process and, hopefully, free up staff time for other projects. Following brief discussion, it was agreed that this is a priority item.

Discussion followed regarding the Five-Year Supply Policy; it was noted that this was ranked as a low priority by all Commissioners. In response to inquiries from the Commission, Manager Young explained that this work item refers to annexation applications which require applicants to assess a five-year supply of developable land. The City has not developed a methodology for how to determine a five-year supply of developable land; the goal was to set out a clear methodology to facilitate annexation applications. That said, staff has lived with the current status up to now and does not see continuing to do so as being a big problem. Following brief discussion, there was general agreement that this item is not as critical as others on the list.

Chair Bird initiated discussion regarding work items identified as General Code Tweaks, Historic Code Tweaks, and Code tweaks associated with accessway, block perimeter, and expiration dates. Commissioner Hann asked if accomplishing the Historic Code Tweaks would substantially lessen staff's work load. Manager Young said that the Historic Resources Commission (HRC) has been seeing a lot of applications; staff believes that revisions to the LDC Chapter 2.9 – Historic Resources could help to facilitate review of some items.

Commissioner Bird said it is her understanding that the HRC did not create the list of proposed revisions and did not have much time to discuss it prior to it being presented. She expressed concern about approving changes that are beneficial to OSU, but that might create problems somewhere else. Manager Young said it is his understanding that the HRC did review the proposed changes to Chapter 2.9. He said that this is not a package designed for OSU; it was designed to make improvements in the historic review process as a whole. Director Gibb added that the proposed list of changes has been changed dramatically from what was presented by OSU, that it is applied broadly to the City's historic districts, that it was reviewed by the HRC, and that the HRC will have an opportunity to fine tune the changes prior to implementation.

City Council Liaison Mark O'Brien stated that, recognizing that the City does not receive a fee for historic preservation applications, it seems an easy decision to put this item near the top of the priority list. Commissioner Hann asked whether the City Council has considered some level of fees for historic preservation applications. Director Gibb responded that this has been considered; the thought has generally been that the City does not want to discourage historic preservation applications, and that not everyone in the historic districts signed on when the districts were created. Staff is not pushing for a fee, which it believes would be a contentious issue without a whole lot of financial benefit. Brief discussion followed.

Commissioner Hann asked for staff input regarding the work items related to Downtown Commission Changes and Infill Development Task Force. Director Gibb said the Downtown

Commission proposal has good changes, but he would consider them to be less critical than the other Code tweaks, in that they would not significantly affect staff's day to day work in the short term. Regarding the Infill Development Task Force, he said that this item would be a good long-range planning project; however, due to resource limitations, he could not prioritize it over the next year, given all of the other work items on the list. He added that the City has made great use of volunteers in the past, and he thinks that this is a very good proposal; however, as he indicated at the previous meeting, he would be concerned about creating a task force without including a significant amount of staff support.

Commissioner Hann said that there is a window of opportunity here; the people who are proposing to serve on an Infill Development Task Force may be much busier in a year or two. He asked if there may be grant opportunities to assist in this effort. Director Gibb said that staff would be open to possible grant opportunities; however, nothing comes immediately to mind. Commissioner Howell commented that, in support of keeping this project on the back burner, efforts toward infill development lessen the burden on the transportation system. He said this may not be a good fit for ODOT funding, but there may be other grant opportunities.

Following discussion, there was general consensus to recommend the following work program priorities:

1. FEMA Update
2. Airport Industrial Park Plan
3. BLI Update
4. Natural Features Code Changes
5. Historic Preservation Code Changes
6. Downtown Commission Code Changes
7. General Code Changes
8. Code Changes associated with accessway, block perimeter, expiration dates
9. Infill Development Task Force
10. Five-year Supply Policy

MOTION: Commissioner Howell moved to recommend to the City Council the list as cited above. Commissioner Abernathy seconded the motion and it **passed** unanimously.

Director Gibb reiterated that staff will present to the Joint Work Session the pros and cons of leaving the BLI update as a high priority. He noted that this is a significant work effort that will involve a lot of staff time over several months. Commissioner Howell said that he would find it helpful to see a staff report based on what the City would get out of the BLI update for the amount of effort expended.

Commissioner Abernathy said it is his opinion that tackling the simpler items first would free up time and money in the long run.

Director Gibb drew attention to staff's suggestion that the Unresolved Planning Issues (UPI) list be pared down and consolidated in order to facilitate the use of the UPI List in the future. He requested input.

Commissioner Howell noted that new items are sometimes added to the list due to Commissioners' comments after hearings; he suggested an annual review of new items prior to them being placed on the UPI.

Commissioner Howell said that the rationale for having some items on the UPI is no longer included in the narrative. For instance, Industrial Standards is on the list because it was not updated after the 1996 Comprehensive Plan; Construction Sales and Service is on the list due to the thought that, following the BLI update, a new use type could be created for home improvement centers. He suggested that descriptions be maintained in such a way that future decision makers will know why items were added. He added that, while it would be a good idea to refine the list to make it more manageable, he can also see a value in maintaining a list which reflects the unmet community need. He noted that this list has helped the City Council in the past to determine the need for an additional long term planner.

There was general consensus that the Planning Commission is willing to help with refinement of the UPI List.

III. PLANNING COMMISSION MINUTES:

A. January 20, 2010:

Chair Bird requested that: 1) On Page 2, the second paragraph, the fifth line, staff verify whether "developer" should be changed to "bank"; and 2) On Page 5, under Riverfront Commemorative Park, the second line, that "Pak" be changed to "Park".

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

IV. OLD BUSINESS:

Chair Bird stated that Council Liaison O'Brien had brought to her attention that some Commissioners were chuckling during citizens' comments at the last meeting. She did not notice this and does not know the circumstances, but she cautioned that it is inappropriate for Commissioners to not show consideration to citizens who come forward to comment or testify.

Chair Bird stated that there were some disparaging comments about staff made during citizen comments at the last meeting; she would like to go on record that staff takes its direction from and avidly defends the Land Development Code, which was developed by the citizens of this community. She apologized for not speaking up during the last meeting.

Chair Bird initiated discussion about the term "customer" as used in these proceedings. She stated that applicants are not customers in the same manner as are customers for private businesses, and she would like to consider different terminology. Commissioner Howell said that he appreciates that staff has a customer service orientation, but when the word "customer" is used in a certain context, it might be heard as applying only to applicants; it should be made clear that all citizens are the City's customers.

Council Liaison O'Brien clarified that the chuckling he observed was by one Commissioner; his impression was that the Commissioner was expressing agreement with a derogatory characterization of staff. Chair Bird said that it is important for Commissioners to show consideration for all persons present.

V. NEW BUSINESS:

A. Planning Division Update:

Acting Planning Division Manager Kevin Young provided the following information/comments:

- Planning Division Staff is mindful that its customers include developers and all Corvallis citizens; the above comments are a good reminder.
- The City Attorney will speak to the implications of a recent LUBA decision at the Planning Commission meeting on February 17, 2010.
- A Land Development Hearings Board meeting is scheduled to be held at 5:30 p.m. on February 17, prior to the Planning Commission meeting.
- The Historic Resources Commission reviewed and approved an application for a new building at OSU; the Hallie Ford Center is expected to go forward if no appeal is received.

VI. ADJOURNMENT: The meeting was adjourned at 8:40 p.m.

Planning Commissioner Scoring of Priority Work Program Items 2/10/10

Project	Reese	Aber-nathy	Ridling-ton	Bird	Gervais	Howell	Hahn	Woodside	Feldman	Totals
1. FEMA			1							1*
2. Natural Features	1	5	6	1	3	1	1	2		20
3. Gen. Code Tweaks	2	4	4	2	1	5	5	3		26
4. Historic Code Tweaks	5	3	5	4	2	3	4	4		30
5/6/8 accessway, block perimeter, expiration dates	3	1, 6, 2	4	3	5	5	5	1		27
7. Airport Indust. Pk. Plan			2							2*
9. Update BLI			3							3*
10. 5- Year Supply Policy	6	7	7	6	6	6	6	5		49
11. Downtown Commish. Changes	4			5	4	2	2	6		23*
12. Infill Dev. Task Force						4	3	7		14*

* Not all Commissioners voted on these items.

ATTACHMENT A

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

Approved as corrected, April 7, 2010

CITY OF CORVALLIS
PLANNING COMMISSION MINUTES
February 17, 2010

Present
Tad Abernathy
Karyn Bird, *Chair*
Jennifer Gervais, *Vice Chair*
Frank Hann
Tony Howell
Steve Reese
Jim Ridlington
Mark O'Brien, *Council Liaison*

Staff
David Coulombe, Deputy City Attorney
Kevin Young, Acting Planning Division Manager
Jackie Rochefort, Park Planner
Ted Reese, Development Review Engineer
Kelly Potter, Senior Planner
Bob Richardson, Associate Planner
Claire Pate, Recorder

Excused
James Feldmann
Jasmin Woodside

SUMMARY OF DISCUSSION

	Agenda Item	Information Only	Held for Further Review	Recommendations
I.	Visitors' Propositions			
II.	Meeting to Review CAMPO's 9th Street Improvement Plan			Recommend acceptance
III.	Public Hearing **OSU Major Replat (SUB09-00001)**			Recommend approval
IV.	Old Business			
V.	New Business A. Request to Extend Tentative Plat Approval for Ashwood Preserve Subdivision (SUB07-00003) for One Additional Year B. Planning Division Update			Extension approved for one year
VI.	Adjournment – 11:18 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.

I. VISITOR'S PROPOSITIONS: There were no propositions brought forward.

Chair Bird asked for an agenda change to discuss the Ashwood Preserve Subdivision Tentative Plat Approval at the beginning of the meeting, and there were no objections. One person wished to address the request, and Commissioner Howell suggested that they could do so under Visitor's Propositions, since there was no public hearing component for the application.

Liz Fenkel, 4954 SW Hollyhock Circle, said that she is not objecting to the extension but asked if the Planning Commission assumed that all projects would be getting an extension because of the recession and poor business climate. She wanted to know what basis the commissioners would use for granting those requests. Chair Bird responded that requests had been made in the past and more were likely to come forward with the downturn in the economy, and that each would be given consideration. Acting Planning Division Manager Kevin Young cited the language in Land Development Code Section 2.4.30.09: "*Where the Planning Commission finds that conditions have not changed, at its discretion and without a public hearing, the Commission may extend the period once for a period not to exceed one additional year.*"

II. REQUEST TO EXTEND TENTATIVE PLAT APPROVAL FOR ASHWOOD PRESERVE SUBDIVISION (SUB07-00003) FOR ONE ADDITIONAL YEAR

Jim Boeder, Manager of Applegate Development Group LLC, explained that they been looking for a business partner and additional financing to finalize the plat and they have not come up with any partners as yet. For this reason, he was requesting an extension.

Commissioner Howell asked staff to give some examples of what a "change in conditions" might be, as a refresher for the commissioners. Manager Young said that the Code does not provide any examples, and he is reluctant to interpret it. It is really the Planning Commission's call.

Commissioner Hann asked if in the situation of a tentative plat approval it is required that there be some activity having occurred on the project. Manager Young explained that two years ago the applicant had submitted a tentative subdivision plat for this development. Under the Code, the applicant has two years to file a final plat. There are obstacles for the applicant to get it finalized in that public improvements have to be made or financially secured requiring a substantial financial investment. The applicant does not have the burden of having taken any action to keep this approval alive, other than this request.

MOTION: Commissioner Reese **moved** to grant the one year extension for SUB07-00003. Commissioner Gervais **seconded** the motion, which **passed** unanimously.

III. MEETING TO REVIEW THE CORVALLIS AREA METROPOLITAN ORGANIZATION'S 9TH STREET IMPROVEMENT PLAN:

Chair Bird explained that this is a legislative discussion and, therefore, there would be a change in the usual course of a quasi-judicial hearing. Senior Planner Potter will give a staff report; the public will be given an opportunity for comment; then the commissioners will have a discussion and ultimately make a motion to forward to City Council. Manager Young added that after Planner Potter's introduction, Ali Bonakdar, Director of the Corvallis Area Metropolitan Organization (CAMPO), would be making comments.

Planner Potter said that this is a unique situation in that it is not a typical land use application. The CAMPO has led an effort to develop a 9th Street Improvement Plan, and has conducted a public process to develop that Plan. The CAMPO is asking the City to review the Plan with respect to current planning documents such as the Corvallis Comprehensive Plan, Land Development Code, and Corvallis Transportation Plan to ensure consistency and to determine whether those planning documents might require any changes in order to implement this Plan. The CAMPO would then like the Planning Commission to consider recommending to City Council acceptance of the document, to be used as guidance in the future.

The Plan covers 9th Street from approximately Elks Drive on the north side to Polk Avenue on the south side, approximately a 2.2 mile stretch.

Mr. Bonakdar explained the purpose of the CAMPO and reviewed the process for developing the 9th Street Improvement Plan and its recommendations. A Metropolitan Planning Organization (MPO) is an association of local governments charged with the responsibility of transportation planning and programming in an urbanized area. The authority and structure is derived from US Code Chapter 23. Urban areas with a minimum population of 50,000 are required to form an MPO. Since the Corvallis area had a population of 58,229, in 2002, the Governor of Oregon designated an association of local governments as the CAMPO. It includes Corvallis, Philomath, and Adair Village, and portions of Benton County that are in between. The structure of the CAMPO is made up of a Policy Board composed of representatives of the political entities; and a Technical Advisory Committee made up of technical staff of the jurisdictions, which gives technical advice and support to the Policy Board.

The 1996 City of Corvallis Transportation Plan recommends improvements in safety and access management for 9th Street. In FY2008, the CAMPO received grant funding for doing the Improvement Plan. The purpose of the Plan is to improve operation for all modes of transportation; to improve access management; to improve safety; and to incorporate recommendations into the City of Corvallis planning documents. The CAMPO's approach was to form a Project Advisory Committee, have meetings, and do extensive public involvement. The CAMPO then did technical review and analyses, then hired a consultant for additional technical work. The Project Advisory Committee consisted of representatives from Corvallis City Council, the Public Works Director, the Transportation Division Manager; Community Development Planning staff; planners from the CAMPO and Cascade West Council of Governments, ODOT, 9th Street business owners, a neighborhood association member, and an ex officio member of Civic Beautification and Urban Forestry Commission. Public involvement included an announcement of the project and intent in newspapers; a public meeting to identify issues; a 9th street webpage; and public commenting opportunities throughout development of the Plan. When the group got to benchmark recommendations and decisions, they sent direct mail to business and property owners along 9th Street and

held meetings with them to discuss the recommendations. They compiled all of the Letters to the Editor submitted to the newspaper. Finally, they held a public meeting on recommendations that came forward, and the Project Advisory Committee reviewed all comments.

Ninth Street deficiencies and issues that the general public identified included the following: the street is unfriendly to pedestrian crossing and to biking; the street has too many access points; the street lacks trees; the street is too commercially developed; and the street's overhanging wires create an eyesore. Specific locations identified with deficiencies include: congestion at the intersections of 9th and Circle and 9th and Conifer; the pedestrian crossing around Corvallis Market Center (TJ Maxx, Trader Joe's location); and visual obstructions specifically associated with eastbound traffic on Buchanan turning north.

The technical review track provided an inventory of existing conditions. The members looked at land use, zoning, vacant land, and major activity centers; demographics of population and employment; and an inventory of both public and private accesses along 9th Street. They evaluated the transportation system by reviewing the status of streets, sidewalks, marked crossings, bicycle facilities, transit facilities, parking, traffic volume, major trip generators, and a crash study comparing other arterials similar to 9th Street. A consultant was hired to perform a traffic operation analysis. The consultant analyzed intersections and coordination of traffic signals along 9th Street.

The consultant evaluated several alternatives for 9th Street, one of which would reconfigure 9th Street into two 14-foot traffic lanes with a 12-foot wide planted median; 8-foot bike lanes; 12-foot- wide planter strips; and 5-foot sidewalks. Again, this was considered, but it was not recommended due to the problems with the traffic it would generate at the intersections.

The consultant looked at access management and evaluated several of the measures. As it is right now, 9th Street has a center lane allowing for left turns. They evaluated the possibility of having medians with breaks at different points. Initially, they recommended that twelve stretches of planted medians be installed. This proposal faced great opposition by the business and property owners, and by the public, so they eventually dropped this approach. They also looked at an access, or frontage, road but none of these configurations were feasible because the area is completely built out.

They honed recommendations for the following:

- Walking improvements
- Bicycle improvements
- Transit improvements
- Landscaping improvements
- Access Management
- Traffic flow improvements
- Signs and hanging wires improvements
- Land use improvements

Mr. Bonakdar then described the specifics of those improvements, as outlined in the Staff Report, Attachment B-1.

The Implementation Plan identified possible funding sources; required funding processes; and developed estimates for the cost of implementation.

Initial Questions:

Commissioner Howell asked if the group had considered looking at data and levels of service at full build out and perhaps extending the Plan beyond the time frame of 2030. He said that the South Corvallis Area Refinement Plan looked at full build out, and determined a necessity for medians in order to keep the roadway from having to have additional traffic lanes at full build out. Mr. Bonakdar said that the Regional Transportation Plan has a horizon year of 2030. With that, they have transportation modeling that determines the traffic volumes on different roadways. That data was used for the 9th Street intersection analysis. There was no other data available for the consultant to use to look at projected capacities beyond 2030. Plans will be updated and data renewed throughout the timeline.

Commissioner Howell asked if the group had looked at any Code changes that might be needed to accommodate this section, such as the distance of 150 feet between driveways or for the "right in-right out" approach. Mr. Bonakdar said that staff had reviewed the entire Plan and had the opinion that no Code changes will be required.

Senior Planner Potter said that the Public Works Director would like to take the approach that this is a guiding document, not a regulatory document. Traffic evaluations with future development and redevelopment would be looked at, and if recommendations other than those in this Plan are appropriate based on warrants and analyses, staff would make those judgement calls.

Commissioner Howell asked if the recommendations for the pedestrian crossings were matched up with the presence of transit stops. Mr. Bonakdar said that the Plan recommends approximate locations only for crossings. City engineers will do a more detailed study to determine exact locations depending on all traffic considerations.

Commissioner Hann asked if the scope of project considered the corridor of connection from 9th street to the downtown area, and specifically the connection corridor provided by Buchanan turning to the east. Part of the problem is that the inadequacy of 9th Street as a secondary corridor from north to south creates a problem for other streets like Witham Hill Drive, Kings Boulevard, and Buchanan Avenue. Mr. Bonakdar said they looked at it in terms of different modes of transportation, such as connectivity for bicyclists from 9th Street to downtown. Right now the bike lanes end at Polk. There were some proposals to open up some of the streets onto Hwy 99W, to relieve the congestion on 9th Street. However, Hwy 99W is a limited access state roadway, and ODOT would not allow any kind of access to it from 9th Street.

Planner Potter said that as staff evaluated the actual projects associated with this Plan, they looked at the Land Development Code, the Transportation Plan, and Corvallis Comprehensive Plan to see if the existing land use policies would allow the types of things being proposed. Most of the walking and biking improvement recommendations are already called out in the Land Development Code. Some specific requirements, such as evaluating the traffic signal near Polk Avenue, provide an example of a type of improvement that is in the Plan but may not be precisely accomplished as described. In otherwords, Engineering

would take the recommendation into consideration as it moved forward with its evaluation of traffic conditions.

Landscaping improvements are straightforward and are already required as part of Land Development Code Chapters 4.1 and 4.2. Access management, which gets at reducing the number of driveways accessing 9th Street and implementing "right turn in, right turn out" channelization of driveways, is alluded to in Land Development Code Chapter 4.0, and is discussed a bit more thoroughly in the Transportation Plan. However, the Plan's access management recommendations are not outright mandates in the City's land use documents. Therefore, they will be used as considerations.

Traffic flow improvement recommendations are what give staff most concern because of the specificity of the listed improvements. The listed improvements include those associated with the Good Samaritan Regional Medical Center (GSRMC) Campus Master Plan, as well as intersection capacity improvements and synchronization of traffic lights. From one standpoint, it is good to be specific because, with CAMPO's adoption of this Plan, the City would then have the ability to apply for grants to implement some of the projects that would be on the Capital Improvement Program. However, the City cannot be locked into the recommendations, because if traffic studies indicate something else is required, staff must be able to change course.

Planner Potter reiterated and stressed the Public Works Director's comments as to how the Plan would be viewed by the City She cited the staff report discussion on the role of the Plan as outlined on page 16 of the staff report. The appropriate word is "acceptance" of the Plan, not "adoption or incorporation" of the Plan into the Code. The Plan will become a guiding document. Verbal discussions with the CAMPO Director clarified that the CAMPO's intent was to compare the Plan recommendations to the Land Development Code and discern whether or not there were any Land Development Code requirements that would block implementation of the Plan. Staff did not find any. Therefore, staff recommends that the Planning Commission concur that the Plan is consistent with the Land Development Code and that no Code amendments are needed; and that the Planning Commission recommend that the City Council accept the Plan as a guiding document.

Chair Bird referred to the fourth bullet under item 2 on page 12 of the staff report, and asked what the phrase "overlap phase" means. Development Review Engineer Ted Reese said that this refers to a situation where there would be a green right hand turn arrow if it does not interfere with other green movements, such as on Circle Boulevard at Four Acre Place.

Public Comment:

Marilyn Koenitzer, 4240 Fairhaven Drive, said that this is the first time she has read the Plan. She thinks it is a good start, but that it does not really fulfill the vision of what Corvallis can be. Ninth Street is constrained by its geography. She wonders if its "purpose" has ever been identified, in terms of whether or not it is intended to primarily serve businesses or to function as a north-south traffic corridor. She uses it as infrequently as possible, and uses it primarily to access businesses for shopping. She wishes the speed were lowered, so that businesses could be more easily identified by a driver. There is an issue with the left hand turn lane, and Trader Joe's has added to the issue. As she exited from Trader Joe's parking lot during its recent opening, there were 30 cars waiting to make a left hand turn into the

parking lot. She suggested that maybe there should be a bus that goes up and down 9th Street.

Malcolm Rose, owner of Mick's Glass at 1417-1419 NW 9th Street, likes the way Jamba Juice and the other businesses along 9th Street in the Corvallis Market Center face the parking lot. He thinks it is much better than the current requirement that they face the street. Having businesses face the street will congest the sidewalk, especially since there are already bicyclists that use the sidewalk. He cited another concern about where the extra right-of-way width will come from to allow for a 6-foot bike lane and a 5-foot sidewalk.

Rita Brown, 969 NW Polk, is concerned that the intersection near 9th and Polk did not come up under specific issues. She was happy to see it come up under recommendations, but would like to have seen fixing it on the list of specific recommendations. That intersection is hard to cross, especially for small children, and is actually the worst one in the area. The people turning off of Polk Street and 9th Street, including all the people accessing the parking lot of Linn-Benton Center, do not know what to do with the light since it is badly situated. The traffic often cannot see the people who are waiting to cross because they are not in the normal spot they would be at a crosswalk. Often, the traffic travelling east on Polk and waiting to turn onto 9th Street will see traffic stopped on 9th Street so will pull out, not seeing that there are pedestrians crossing. She hopes that this situation will be addressed sooner than later, as it is important for both pedestrian and bicyclist safety.

Lyle Hutchens, Devco Engineering, spoke on behalf of the GSRMC. He referred to Table VII-1, item F(b) page 49 (Attachment C – 57) of the staff report. The statement in parentheses says: "*Note: Projects 1 through 6 are necessitated by the reconfiguration of Elks Drive intersections.*" Mr. Hutchens said that this statement is not factual and he asked that it be removed from the report. He further stated that the projects are fine, but are not necessitated by the reconfiguration of Elks Drive. Those projects will be traffic warrants-driven, not improvement-driven.

Brad Upton, lives on 15th Street north of Grant, and uses 9th street regularly as both a pedestrian and bicyclist, and sometimes as a motorist. He thinks the CAMPO plan is a great start, especially with the bicycle, pedestrian and transit improvements. He sees a lot of motorists, pedestrians and cyclists do things that are dangerous to themselves and others. Having wider sidewalks and bicycle lanes and better pedestrian crossings in particular will really help this area. This study, with recommendations, was initiated in response to some information and recommendations in the City's Transportation Plan stating that these improvements were needed for 9th Street. City staff has found that there are no conflicts with the Land Development Code. Though he is testifying as an individual, he also serves as chair of the Bicycle and Pedestrian Advisory Commission (BPAC), and Mr. Bonakdar has come to a number of BPAC meetings to present the findings and recommendations. Though he is not officially speaking on behalf of BPAC, he knows that the flavor of the Commission's discussions have been supportive. BPAC has been approached by middle school students asking for improvements to pedestrian crossings across 9th Street - specifically that there be some that are pedestrian-activated.

Elinor Griffiths, 3535 NW Circle Boulevard, says she uses 9th street and she likes the neighborhood. She agrees with Ms. Koenitzer's assessment. If the planted median is not included in the Plan, she is concerned that there will be little to deter traffic levels, and too little to allow people to shop properly. It is impossible to have a shopping experience on 9th

Street without having medians. It is impossible to cross the street. She would rather see the neighborhood absorb 9th Street, and see conditions that would allow people to get out of their cars and shop 9th Street. She hopes that the Planning Commission does not make a decision tonight and that more public comment is gathered. She would like additional reasoning as to why the alternative of planted medians was opposed. She can remember consultants and citizens wanting something done about 9th Street as far back as in the early 80's.

Wil Post, owner of two businesses on 9th Street, said that 9th Street is a special situation because there are no access streets on the east side of 9th Street, only Hwy 99W. Therefore, there are no right hand turn opportunities to the east off 9th Street. Many people have been to 9th Street and Garfield in the early morning when Spaeth Lumber has a semi-truck being unloaded, with one waiting in the middle turn lane and a third one behind it. At the same time, Dari Mart might have a Lochmead truck delivering. Sometimes Bed, Bath and Beyond has delivery trucks unloading on the street because they can't get in to the parking lot. Often large delivery trucks need the center turn lane areas as extra room for turning movements so they can pull into and out of businesses where they are delivering products.

He owns the carwashes on 9th Street, and Splish Splash Express has Knecht's Auto Parts across the street. Their goods are delivered in a 52-foot trailer, and it backs up over the full width of 9th Street to get in position to back in and offload product. This could not be done with median strips, and for this reason he opposes them. Delivery vans have to have special access. The concept of "right in-right out" works on the west side of 9th Street; on the east side it forces more traffic into the Circle intersection. There is a median identified for installation right in front of his business, and this would be very problematic for his business. Forty percent of his business comes from the north to the south. They often stack in the median strip to turn into his business. The medians would potentially put him out of business.

Rod Albin has a business on 9th Street. He agrees that "right in-right out" would tick people off, and would not be a good idea. He does not like traffic circles either. Ninth Street is a commercial street, not a residential street. In response to a question from Commissioner Ridlington, he said he was not opposed to crosswalks but he did not think that the ones on South 3rd Street work very well, in that they give pedestrians a false sense of security.

Lou Ratzlaff also has a business on 9th Street, and has lived in Corvallis a long time. The pendulum seems to swing on these issues. When Circle Boulevard initially went through it had a beautiful planted median, which has since been torn out to create more traffic and bicycle lanes. Ninth Street is commercial. He thinks crosswalks are a good idea, but it is hard to get people to use them. There are certain destinations that are for car use; this is one of them. People do not ride bicycles to his store. Some regulations do not make sense, for instance requiring bicycle parking at a tire store.

Susan Napier, 1300 NW 17th Street, also has a business on 9th Street. Others have already made some of the points she wished to make. The one that concerned her most was, as mentioned by Mr. Hutchens, regarding the first six items listed on page 49 of the Plan (Attachment B – 7). She especially had concerns about closing Conifer between Hwy 99W and 9th Street for westbound traffic. The 7-11 store, gas station, and other businesses would lose a lot of business. This closure is referenced on page 27 of the Plan's traffic

analysis (Attachment C – 90) as well, and states that the CAMPO had requested this closure. It further states that such a closure would divert a large amount of traffic onto Walnut Boulevard. She does not support this closure. She does not like to create additional problems for the intersection of Walnut and 9th Street. In terms of pedestrians, she has seen people dart across 9th Street and put themselves at risk. She does not believe that the pedestrians will walk the extra 100 feet to use crosswalks. Medians would restrict emergency vehicles being able to get across. "Right in-right out" works well on the west side, but does not work on the east side. She also wonders what the terminology "redevelopment" means. She would like clarity on what would trigger the requirement for elements of the Plan to be installed. It should be remembered that 9th Street is a commercial zone.

Randy Jones, owner of the Chevrolet dealership on 9th Street, explained that he, along with Kelly Kaiser, represented business owners on the committee for the past year. They had the opportunity to talk to the various businesses up and down 9th Street. Their primary concerns were with the concept of medians, as well as ingress and egress from properties. He believes that the committee was fair, listened to the concerns of all perspectives, and was transparent in its work. Businesses are certainly not anti-bicyclist, anti-pedestrian or anti-transit user, and they need to be conscientious about providing facilities for them. It is important for people, especially children and those who are older or disabled, to be able to get across the street. The only problem with the crosswalks is the need to locate them in a manner that works. Left lane/right lane turns are critical to certain businesses, so crosswalks need to be appropriately located. Moving freight in and out is a significant issue, and medians would be an impediment. As we go forward, and as 9th Street gets developed further, it is important to keep in mind that it is a commercial district and it does not look pretty. It would be impossible to put all the wires underground. Commissioner Ridlington thanked Mr. Jones for his comments about seeing the need for pedestrian crossings. Even though some people might not use them, people who are not able-bodied need them.

Discussion and Deliberation:

Commissioner Howell said his understanding was that they were only being asked to verify that the Plan was consistent with planning documents and accept the Plan as a guiding document only. However, using the closure of Conifer Boulevard as an example of one of the Plan's recommendations which would have a consequence of out-of-direction travel, he asked staff to describe what the process would be when and if that were to come forward for implementation. Planner Potter said that, more likely than not, it would happen in the context of the GSRMC review. Manager Young said that there were some pretty specific improvements related to GSRMC in the Plan. The only approval that is on the books right now for GSRMC is for Phase I construction, and that contemplates relocation of Elks Drive and some changes to the intersection of Elks Drive and 9th Street. Those are the only approved and required mitigation measures for Phase I development at the hospital. Upon looking at the GSRMC Campus Master Plan, there are future phases contemplated with additional development. The Traffic Engineer had looked at possible impacts with those phases, with some of the items identified in the Plan listed as potential fixes. They are by no means locked in through any approval at this time. Some of these changes are being driven by ODOT's concerns about through-access on Hwy 99W, because it is a freight route, and ODOT has some special standards and concerns about any changes that might impair through-traffic. Manager Young wanted to stress that these are only potential projects; they are not projects that would absolutely occur. There would always be a public involvement

process associated with them. Planner Potter said that part of the Planning Commission recommendation ought to be to eliminate the parenthetical note on C-57, as brought out by Mr. Hutchens.

Commissioner Hann asked what the future review process would be for the 9th Street Improvement Plan if the Planning Commission recommends acceptance of it. Planner Potter said that it would not have a formal land use role; as such, future projects and future traffic studies that look at things above and beyond this Plan would not be precluded. The Plan would be a guiding document and the recommendations in the Plan would be considered as future development and redevelopment occur. Mr. Bonakdar said that the State has already begun the process of updating the Regional Transportation Plan, and it would be their intention to incorporate the 9th Street Improvement Plan into the Regional Plan. That would lay the legal foundation for receiving federal dollars to proceed with implementation of the recommendations. In order to spend federal dollars within the metropolitan area, projects must be enumerated into the Regional Transportation Plan, and that is what they are doing. He agrees with Planner Potter's recommendation to eliminate the parenthetical note; or, it could be said that the intersection analysis was based on the assumptions of items 1 through 6.

Commissioner Abernathy said that, as a local business owner, he likes his clients to have easy access to his business. He asked if the purpose of the medians was for beautification or for slowing the traffic down. He suggested that perhaps trees might be able to be planted along the road instead. Mr. Bonakdar said that the idea for the medians was to prevent left hand turns, because left turns are a major disruption to the flow of traffic and are hazardous. They create traffic chaos.

Commissioner Hann said that on the same issue of "right in-right out," particularly with the aging of the population, it just adds to driving confusion. Mr. Bonakdar said that they took this into consideration, as well as the fact that it would not work well on the east side of 9th Street. That is why they used the language that states that each specific development or redevelopment location would be a factor of whether to apply this concept.

Chair Bird said that one of the persons giving testimony had asked for more specifics about when redevelopment would trigger this requirement. Planner Potter said that if a change in use of a building results in a different land use type, it could dictate site requirements such as additional parking and consideration of these traffic improvement measures. The tearing down of a building would also be redevelopment, as would adding on to a building. The actual level of improvements required is looked at per Code requirements, but also in light of the rough proportionality of the requirements after considering the overall project impacts. The project would have to be big enough to trigger application of the requirement.

Commissioner Ridlington asked just how theoretical this Plan is, and what kind of time frames they might be looking at. Planner Potter said that the time frame is determined by traffic warrants, or when development or redevelopment occurs. If warrants require, elements could be accomplished as a Capital Improvement Project. If someone were doing a large redevelopment, it could happen at that time. Manager Young said that the Plan is not theoretical; the fact that it is being discussed is because the CAMPO and staff want to give it a "life." The elements are consistent with the Land Development Code, and City Council acceptance could facilitate grant funding in the future.

Commissioner Abernathy said that there are parts of this Plan he does not like. For instance, closure of the road from 9th to Hwy 99W, the medians and the "right-in and right-out" elements could be problematic. He asked if his understanding that if there were no change to a piece of property or business nothing would happen to their entranceway was correct. Planner Potter said that was true, for the most part. There could be some situations down the road where traffic gets so bad that the City does an overall traffic study and determines that it needs to mandate "right-turn in and right-turn out." The text on page 11 of the staff report is important where it states the recommendations: *"apply only to new development and redevelopment of properties along 9th Street when such opportunities arise and in consideration of development locations relative to impacts on traffic flow or when requested by property owners."* She said that the medians have already been removed from consideration as part of the recommendation package.

MOTION: Commissioner Hann moved that, based on the recommendation in the February 5, 2010, Planning Commission staff report, the Planning Commission recommend to the City Council:

1) concurrence that the Plan is consistent with the Land Development Code and that no Land Development Code Text Amendments are needed to implement the recommendations of the Plan;

2) acceptance of the CAMPO-proposed 9th Street Improvement Plan for use as a guiding document, and that the projects listed in the Plan will form the basis for future project consideration; and

3) removal of the introductory parenthetical note for subsection F(b) under Traffic Flow Improvements on page 49 of the 9th Street Improvement Plan (Attachment C-57). Commissioner Gervais **seconded** the motion.

Commissioner Howell said he will vote in favor of the motion. It is clear that it is consistent with the Land Development Code, though there are pieces of it that he hopes they do not have to employ, such as closing westbound Conifer Boulevard. It is his understanding that this would only happen if traffic got so bad it was warranted. What he appreciates about those who participated in this study and Plan is that discussion of a problem is how solutions are found. All elements on the table are different ways of helping a street continue to work for the businesses as well as the customers. A median is no different blocking access than a row of cars waiting at a turn signal, so the "right-in and right-out" at the new Rite-Aid entrance is a way of acknowledging that that intersection was at a point that having cars stacking northbound waiting to turn on 9th Street was going to effectively block most people from turning there. It reached a point of congestion where those decisions had to be made. If 9th Street property owners maintain their association with and involvement in these issues, it gives everyone awareness of what their perspectives are. It is a good thing to do projects that encourage people to travel in ways other than in cars. If there are opportunities for "right-in and right-out," this guiding document would allow for looking at that concept as a viable way of dealing with traffic congestion. Maybe then medians will not need to be required. He wishes that there were a magic bullet, such as a frontage road, to resolve the issues. He encouraged business owners to look at connectivity opportunities with neighboring properties as they develop or redevelop.

Commissioner Hann said he made the motion because he supports this Plan and he appreciates the effort that went into it. Ninth Street is primarily a commercial district, but it is also a road that goes somewhere. He is a bit disappointed that the connection corridors between 9th Street and the downtown were not given much attention.

Chair Bird said she suspects that there will be a lot of changes over the next twenty years and that there will be changes to the Plan to accommodate maintaining the vitality of 9th Street as a significant business district.

Vote on the motion: The motion was **approved** unanimously.

III. PUBLIC HEARING – OSU MAJOR REPLAT (SUB09-00001:

A. Opening and Procedures:

The Chair welcomed citizens and reviewed the public hearing procedures. Staff will present an overview followed by the applicant's presentation. There will be a staff report and public testimony, followed by rebuttal by the applicant, limited in scope to issues raised in opposition and sur-rebuttal by opponents, limited in scope to issues raised on rebuttal. The Commission may ask questions of staff, engage in deliberations, and make a final decision. Any person interested in the agenda may offer relevant oral or written testimony. Please try not to repeat testimony offered by earlier speakers. It is sufficient to say you concur with earlier speakers without repeating their testimony. For those testifying this evening, please keep your comments brief and directed to the criteria upon which the decision is based.

Land use decisions are evaluated against applicable criteria from the Land Development Code and Comprehensive Plan. A list of the applicable criteria for this case is available as a handout at the back of the room.

Persons testifying either orally or in writing may request a continuance to address additional documents or evidence submitted in favor of the application. If this request is made, please identify the new document or evidence during your testimony. Persons testifying may also request that the record remain open seven additional days to submit additional written evidence. Requests for allowing the record to remain open should be included within a person's testimony.

The Chair opened the public hearing.

B. Declarations by the Commission: Conflicts of Interest, Ex Parte Contacts, Site visits, or Objections on Jurisdictional Grounds

1. Conflicts of Interest – Commissioners Reese, Bird, Gervais and Ridlington all declared that they worked, or had worked, for OSU, but they do not believe that this would impair their ability to make a fair and impartial judgment on the application.
2. Ex Parte Contacts - None
3. Site Visits – By Commissioners Howell, Ridlington, Reese, and Bird
4. Objections on Jurisdictional Grounds - None

C. Staff Overview:

Associate Planner Bob Richardson said the application was for a Major Replat on the OSU campus. The proposal is quite simple: the consolidation of 143 existing lots into two parcels. It is Sector G of the OSU Campus Master Plan, and is bound by Washington Way on the north, 26th Street on the west, 15th Street on the east, and Western Boulevard on the south. The area has a Comprehensive Plan designation of Public Institutional and is zoned OSU. Surrounding properties on the southwest and north sides are zoned OSU; to the east primarily High Density Residential (RS-20), with a small bit of Mixed Use Community Shopping (MUCS) and Professional-Administrative Office (P-AO).

D. Legal Declaration:

Deputy City Attorney Coulombe said the Commission will consider the applicable criteria as outlined in the staff report, and he asked that citizens direct their testimony to the criteria in the staff report or other criteria that they believe are applicable. It is necessary at this time to raise all issues that are germane to this request. Failure to raise an issue, or failure to provide sufficient specificity to afford the decision-makers an opportunity to respond, precludes an appeal to the State Land Use Board of Appeals on that issue.

The failure of the applicant to raise constitutional or other issues relating to proposed conditions of approval with sufficient specificity to allow the local government to respond to the issue precludes an action for damages in Circuit Court.

E. Applicant's Presentation:

Patty McIntosh, OSU Campus Planning Manager, introduced Vincent Martorello, Director of Facility Services, and Lori Fulton, Design and Construction Manager. The OSU Major Replat affects all OSU land in Sector G. There are 143 existing platted lots, along with a number of previously vacated public streets. If one were to see an aerial shot overlay of the platted lots over the existing buildings, one would note that the buildings are non-conforming with the changes in the Land Development Code. This replat would put OSU into compliance with existing Code. They will be dedicating additional right-of-way along 15th Street and Western Boulevard, and provide new utility easements adjacent to existing public streets. Last night, the City Council unanimously approved a vacation request to portions of 16th Street, 17th Street from "A" Avenue to Western Boulevard, and what is left of Stadium Avenue, which is now just an access drive into an existing parking lot. There were concerns expressed by the adjacent property owners, the Bushnells, regarding the way in which OSU would address access to their property. OSU has proposed access in the application, and the City staff report has a Condition of Approval which would hold OSU to their commitment. They concur with staff's recommendation to approve the request.

Commissioner Howell said that typically an initial plat or a replat comes with proposed improvements, which helps with Planning Commission decision-making about whether this is the right way to divide up the lots. It would be helpful if they could indicate what

plans they already have on the burner for the property – where the buildings, parking, and access might be.

Ms. Fulton said that they currently have three projects being considered for Sector G: one is called the Student Success Center, which will be located south of the parking structure. They are also in the process of designing a remodel of Arnold Dining Hall, which will be primarily an interior remodel, but there might be some modifications to the loading dock. Finally, they are working on the OSU Learning Center, which would be proposed for the area east of Bloss Hall.

Ms. McIntosh added that with each development project, through the OSU Land Development Code they are required to have street, pedestrian, parking and bicycle improvements – ensuring that they are adhering to the Code as well as the initiatives in the guidelines and principles of the OSU Master Plan. One of the issues they discussed at the City Council meeting last night was that they know that they will be displacing parking with the street vacations, so they will add a parking lot at the northwest corner of "A" Avenue with approximately 26 public free parking spaces. As part of the Master Plan, they typically manage their parking by utilization. Currently, their utilization rate is at 72%. Certainly, they will still be looking at special parking needs such as for ADA handicapped parking.

Commissioner Howell said that the OSU Campus Master Plan had shown some parking lots for the southeast section of the area. He asked if they had other plans for the area that led them to vacate 17th Street, which is somewhat a direct route to Washington Way, as opposed to 16th. Ms. McIntosh said that in terms of parking, they had identified some potential areas; however, as projects go in, they will provide parking where possible and convenient to the site it serves. It also states that parking may be provided in the vicinity of development. With regard to the site, when they were analyzing what would be most advantageous to OSU as it relates to vacation of the streets, their decisions as reflected in the application give them the ability to have a larger footprint for siting buildings. This configuration also gives them the ability to have a larger turning ratio for service vehicles, because there are a lot of vehicles that are in that sector visiting the conferencing centers and residential buildings.

Commissioner Howell said that in addition to parking being lost by the street vacations, bicycle and pedestrian access would be impacted as well. He said 16th Street in its current condition is not as good for travel as 17th. He asked if 17th Street would be kept open until 16th Street improvements could be made. Ms. Fulton said that the street would remain open until OSU was in a position to develop that property, at which point it would be going through the City review processes for permits. They would be required to make improvements on "A" Avenue as well as 16th Street when they develop that block. They agreed that it would be possible to have the public access easement in place on 17th until 16th and "A" are developed to City standards.

Commissioner Howell pointed out where the transit stops were, and he shared his concern that pedestrians and bicyclists have direct routes of access. Ms. McIntosh said that OSU's zoning code requires half- or full-street improvements for any place on campus. They are held accountable to provide pedestrian-friendly access in accordance with the Campus Master Plan. Commissioner Howell said that, as an example, before the Campus Master Plan was adopted, pedestrian access to the

Alumni Center was not really attended to, so he would hope that with the Campus Master Plan there would be more sensitivity to this issue. His concern is that OSU does not have the block standards, and has other pedestrian standards. When he sees the potential for blocks that even for pedestrian connections are further apart than the block standards, he gets concerned. He is fine with streets being removed, and not having autos. But if the pedestrian routes start getting bigger than the block standards, it does not meet the safe and convenient standards that are in the code. Without knowing specifically what the development plan will be, he just wanted to get an idea of what their thinking was in this regard. Mr. Martorello assured Commissioner Howell that it would not become a barrier to pedestrian access. OSU has a responsibility for a pedestrian network out from any residential hall to other areas of campus and connecting to services such as transit stops. Students will be able to walk up Stadium Avenue behind the existing residential halls and into campus. They will also be able to navigate around the building and find pedestrian networks. He does not see that there will be any issue about bicycle and pedestrian access through this lot.

F. Staff Report:

Planner Richardson said the application is presented in detail in the staff report, and he would walk quickly through the application and answer specific questions. The Replat has one primary review criteria, which states that it has to be consistent with standards in Land Development Code Articles 3 and 4. It has to be consistent with standards in Chapter 4.0, which deal with improvements required with development. He reviewed the purposes of a Replat review, focusing on items (a) and (e). The first relates to ensuring that building sites are of sufficient size and appropriate design for their intended uses, and the second relates to promoting energy efficiency. This replat proposal is consistent with both of those purposes because it would create two large parcels that will allow development typical of OSU campus to occur, and would remove some existing non-conforming situations. As has already been discussed, there are no specific development proposals with this project, so the standards in Chapter 3.36 OSU Zone and Land Development Code will apply at time of development. Those standards relate to building design and pedestrian environment and circulation. Chapter 4.4 includes the land division standards. One of the standards is what Commissioner Howell was noting, dealing with block perimeter standards. These apply to most replats to ensure that blocks do not exceed a maximum size for ensuring adequate means for traffic circulation. Those block perimeter standards do not apply to the OSU zone, likely because there is not a need to create short blocks that will allow for vehicle circulation. Buildings are typically going to be internal to a campus. Another unusual component with this site deals with through lots, which in general are to be avoided. It is staff's opinion that it makes sense to allow this large lot, which could be defined as a through lot, so that buildings can be oriented to multiple streets rather than simply closing off one street and not being able to have buildings oriented to it.

Improvements required with development include right-of-way dedication along 15th Street and Western Boulevard. Those streets have sufficient right-of-way to accommodate City standard street improvements.

Mr. Richardson then went on to highlight discussion of a few of the compatibility criteria for consideration with replats. In terms of basic site design and visual

elements, the site is surrounded by areas that are zoned either OSU or High Density-Residential, so there should not be any compatibility impacts with the surrounding areas. Potential uses should all be compatible. There was some discussion about compatibility impacts related to on-street parking, as a result of the street vacations. The applicant has proposed to mitigate this loss by installing a parking lot at the corner of 17th & "A" to accommodate approximately 40 spaces, with a condition that would require 26 of them to be free public parking.

In terms of the street vacations as approved by City Council, staff handed out a recommended revision to Condition of Approval #2 **(Attachment A)**, which would read as follows: *"Recordation of the final Major Replat is contingent upon final City Council approval of the applicant's Street Vacation proposal (MIS10-00002) which results in vacation of all portions of SW 16th and SW 17th Streets, and SW Stadium Way as shown in Attachment A.18 of the February 10, 2010, Major Replat Staff Report to the Planning Commission."*

Staff recommends approval, as conditioned, and with the revision to Condition of Approval #2.

G. Public Testimony in favor of the application: None

H. Public Testimony in opposition to the applicant's request: None

I. Neutral testimony:

The Chair reminded people that speaking neutrally removes rebuttal rights.

Lloyd Bushnell, part owner of the Bushnell property, said that he has a concern about the easement as shown on Attachment A-18. Though the proposed access easement is shown, he would like to see and have it include the legal description of that easement before the replat is approved. He does not understand why Stadium Avenue has to be vacated, though he understands in general why the streets are being vacated for development purposes. He has worked with easements all over Corvallis and knows that there have been problems with some, so he would be more comfortable with having the legal description so he would know what they are getting into before they make a decision. He talked to City Council last night with the same concern, and they said that they would take care of the issue.

Jeff Bushnell, son of the owner, seconded what his father said in that they would like to see the legal description and a specific statement of what will be provided. Though all of the OSU folks have been reassuring and concerned, he does not see anything in the application or attachment that makes it ironclad. An easement does not really specify what OSU will provide if they vacate the current access road to and from their driveway. Questions that remain are will it just be an easement, or will it be a surfaced roadway like it is now. The area described on the map as the easement is not a roadway. It is made up of trees, a retaining wall, a telephone pole and a yard. The agreement needs to be explicit that OSU will provide a paved roadway to and from their driveway. That is his concern.

Questions of Staff:

Commissioner Howell said he is still struggling with the provisions of block perimeters. Land Development Code Section 4.0.60.n.2 states that the "following block perimeter requirements apply to all development projects" with some exceptions. They have granted variations before where it just applied to pedestrian access, which is fine. With the requirements in the OSU Campus Master Plan, it would tend to support that there would be pedestrian and bicycle connections somewhat within the dimensions of the block standards. But he does not see anything within the OSU chapter that exempted it from those requirements. Mr. Richardson said that they might be reading the same thing differently. He said he reads Land Development Code Section 4.0.60.n.2.b relating to maximum block perimeter as exempting the OSU zone, since it does not list it. Commissioner Howell said that his interpretation is that it is listing uses, not zones, and that OSU contains some of those uses. Unfortunately, the list does not include Civic uses, so he acknowledged there were problems with the Code language in giving direction for this case. He would have concern if the interpretation is that OSU is exempt from these standards. Manager Young said that staff is not disputing the point that bicycle and pedestrian access are critical, and he does not believe that the applicant is either. They might be at odds on how they read the Code language, but regardless of this standard, if one refers to the OSU zoning district standards, there are a number of requirements that will apply to any development in this zone; for instance, Land Development Code section 3.36.50.10 addresses pedestrian and bicycle system connections. It does not specifically state that the connections will be every "x" feet, but he would argue that the practical impact of these standards is that with development on campus and the review process by the City, the City will achieve that connectivity. Commissioner Howell asked for affirmation that staff's interpretation is that they would have the prerogative to direct certain bicycle and pedestrian connections that are public and at widths of multi-modal paths, when appropriate, going through a lot; typically public facility requirements have been applied between lots instead of through a lot, but this is a very large lot. The verbiage of "safe, convenient and direct" in the past left it too open. The block standards were put in to deal with this. He wants to make sure the City can require adequate connections through the lot, by perhaps using the block standards as a guide. Manager Young believes that the language gives them the authority to make those requirements, though they would not necessarily be holding to a standard of ensuring those connections are every so many feet; they will be somewhat determined by development.

Commissioner Howell further asked if it would be feasible to maintain public access to 17th Street until 16th and "A" are improved. Development Review Engineer Reese said that with the ordinance that vacates 17th Street that was approved by City Council, a temporary public access and parking easement was put in place. That temporary easement is good until OSU obtains building permits. At that time, there will be a loss of parking and loss of access through the lot during the construction period, but it will be regained by the time the construction is complete.

Commissioner Gervais asked for clarification about access to the Bushnell properties. Engineer Reese said that there is a driveway that right now is a paved access and is hopefully and probably located within the right-of-way of Stadium Way. The easement has not as yet been granted, and the Bushnells have the opportunity when the

easement is granted to ensure that the language is favorable to them and access to their property. Staff will not approve the final plat until there is an easement in place. Both the grantor and grantee would have to approve the easement. It is in the Bushnells' interest to ensure that when they accept the easement, the language is detailed enough about the condition of the roadway so that it is favorable to them. The easement could be granted on the Plat, or if it is more clear to the Bushnells, they could ask for an easement as a separate document which would have a legal description. That document would then be noted on the final plat.

Commissioner Hann asked how the City would follow through on the 26 spaces that are provided free as mitigation for the loss of on-street parking. Engineer Reese said that the agreement would be recorded and would be tracked that way.

Commissioner Howell said that, with regard to the Bushnell access easement, the text on Staff Report Attachment A.18 is so small that it would be easy for staff to miss it. He wondered if a Condition of Approval might be added that would cover the requirement. Deputy City Attorney Coulombe said it might be more appropriate to have a Development Related Concern.

Chair Bird said that she supported Commissioner Howell's comment relating to adding a Development Related Concern.

J. Additional time for applicant to submit final argument::

The applicant waived the additional time to submit written argument.

K. Close the public hearing:

MOTION: Commissioner Gervais moved to close the public hearing. Commissioner Reese **seconded** the motion and it passed **unanimously**.

L. Discussion and Action by the Commission:

Questions from the Commission:

In response to a request from Commissioner Gervais, Engineer Reese suggested the following language for a Development Related Concern:

"Prior to final plat, an access easement to benefit tax lot 12503AC-00100 shall be granted to the property owner of said tax lot for the purpose of ingress and egress to the lot."

Deputy City Attorney Coulombe said that the declaration on the plat itself is sufficient to be legally enforceable. Whether the parties agree to an easement that might cover maintenance or hardscaping, or whatever provisions they might want to include, is really between those two parties. The requirement to provide them access is within the Planning Commission's purview, but the details of that agreement might not necessarily be. He would prefer a Development Related Concern that would simply point out to staff that the declaration on the plat requires follow up. That would be

sufficient and legally enforceable, irrespective of whether they enter into a more comprehensive easement agreement.

Manager Young then suggested wording for a Development Related Concern as follows:

"Consistent with the proposed replat, the applicant shall provide an access easement to benefit the Bushnell property in conjunction with recordation of the final plat, as noted in Condition of Approval 1."

MOTION: Commissioner Reese **moved** to approve the OSU Major Replat application SUB09-00001, as conditioned in the February 10, 2010, Staff Report to the Planning Commission, with the addition of a Development Related Concern with language suggested by Manager Young, and with the revision of Condition of Approval #2, written and distributed by Mr. Richardson. This motion is based on findings in support of the application presented in the February 10, 2010, staff report to the Commission, and findings in support of the application made by the Commission during deliberations on the request. Commissioner Abernathy **seconded** the motion.

Commissioner Howell said he will vote in favor, but he wished that OSU had shared more of the details of development that are planned in the near future, so that the replat could have been more easily evaluated according to Code requirements. The good thing about the process is that it gave them a chance to discuss some of the issues that have and will be of concern.

The motion **passed** unanimously.

M. Appeal Period:

The Chair explained that the decision will be effective 12 days from when the Notice of Disposition is signed, unless an appeal is filed with the City Recorder.

IV. OLD BUSINESS:

Deputy City Attorney Coulombe commented on the Western Station (PLD08-00009, SUB08-00009) LUBA decision and the impact it might have on future application of the Land Development Code.

Commissioner Hann asked about follow up on a fence that was built near the Unitarian Church prior to approval by the City, and whether the conditions that were imposed at the time of review were satisfied. Manager Young said that a Notice of Disposition would have been issued, and there was an active violation that would have had to be inspected for compliance before the case would be closed.

V. NEW BUSINESS:

A. Planning Division Update:

Acting Planning Division Manager Kevin Young called attention to the new meeting schedule on the back of the agenda and said that so far no meetings have been scheduled for March.

He will be putting together a list of the complete set of materials that each Planning Commissioner should have. Each member should look at the list and let him know what they still need.

VI. ADJOURNMENT: The meeting was adjourned at 11:18 p.m.

Staff Recommended Revision to Condition of Approval 2
OSU Major Replat (SUB09-00001)

Text struck-out is proposed to be deleted. Proposed new text is in larger font.

2. <u>Street Vacation</u> – Recordation of the final Major Replat is contingent upon final City Council approval of the applicant's Street Vacation proposal (MIS10-00002), which ~~would vacate~~ results in vacation of all portions of SW 16th and SW 17th Streets, and SW Stadium Way as shown in Attachment A.18 of the February 10, 2010, Major Replat Staff Report to the Planning Commission.

ATTACHMENT A

Prosperity That Fits Steering Committee Minutes

March 29, 2010
5:30 – 7:00 p.m.
Madison Ave Meeting Room
500 SW Madison Avenue

Present:

1. Curtis Wright, Vice Chair – Member at Large
2. Annabelle Jaramillo – Benton County
3. Bruce Hecht – Oregon Natural Step Network
4. Eric Kingstad – Corvallis Tourism
5. Ilene Kleinsorge – Oregon State University
6. Jeff Davis – Linn Benton Community College
7. Jerry Groesz – Downtown Corvallis Association
8. Kate Lindburg – Corvallis Independent Business Alliance
9. Kathleen Hutchinson – Business Enterprise Center
10. Mark O'Brien – City of Corvallis
11. Pat Lampton – Corvallis Benton Chamber Coalition

Staff:

1. Mysty Rusk – Corvallis Benton Chamber Coalition

Excused Absence:

1. Elizabeth French, Chair – Corporate Round Table
2. Michael Laport – Software Association of Oregon
3. Roy Burling – School District 509J
4. Lynn Roylance, EVP Coordinator – Corvallis Benton Chamber Coalition

Unexcused Absence:

1. Jim Moorefield – Willamette Neighborhood Housing

Public:

1. Mike Corwin, EVP Chair

1. **Introductions** (Wright): Curtis Wright called the meeting to order. Wright announced that Lynn Roylance resigned her position as the EVP Coordinator.

2. **Administration:**

    a. **Review Past Minutes** (Wright): The group reviewed the February meeting minutes. The minutes were approved with no changes. Kate Lindburg said she needs to be added as the CIBA representative.

    b. **Financial Report** (Rusk): Mysty Rusk gave the financial report.

    c. **Exec. Board Report** (Wright): The PTF Executive Committee met and reviewed the draft Fiscal Agent and Administrative contract from the Chamber Coalition. The Executive Committee will present the contract to the committee at the next meeting.

    d. **Position Changes, Support and Treasurer** (Wright): Wright informed the group that Alan Fudge has resigned as the LBCC representative on the PTF Steering Committee. Jeff Davis will be replacing Fudge as the LBCC rep on the PTF Steering Committee, but not as the Treasurer. Wright asked for a volunteer to fill the Treasurer position. Eric Kingstad volunteered.

3. **Web Marketing Proposal** (Laport): Laport was unable to attend the meeting so Rusk gave his report. Laport is still working with ProWorks to develop the new website and will have more to report at the next meeting.

4. **Breakout Discussion - Town Hall 2010** (Wright): Wright asked the committee to break up into three groups and brainstorm ideas for the annual PTF Town Hall meeting and then report back to the committee.

    a. Group 1: Have the event on a Monday night from 5-7pm. Conduct four 30 minute presentation at restaurants on the Riverfront. Each restaurant would focus on one of the four Focus Areas from the PTF Plan. There could be lead partners at each location to talk for 15 minutes followed by a 15 minutes Q&A.

    b. Group 2: Tie the Town Hall to WIN (Willamette Innovators Night). Piggyback on a successful event by having a portion of the WIN agenda and space reserved for the PTF Town Hall.

    Create a way to recognize organizations and individuals for their contributions to the effort. Celebrate success.

    Create a hand out for the annual report and create a report card type hand out and a more extensive report online.

    Use social media to gather input and insights on strategies and actions.

c. **Group 3:** Treat the event as a business meeting. Meet and greet ahead of time (30 minutes). Introduction of agenda – formal part of meeting. Look at/acknowledge success of plan (individual, group and actions). Revisit the assumptions, i.e. need to focus on jobs. Have annual report available (use report card). Ask attendees; are there changes that need to be made? Also, provide talking point and information ahead of the meeting and questions the PTF Committee wants to know from the community. Food and drinks are not necessary. Plan for 100 or less people. Ask community to come with solutions not just problems.

   ACTION: Wright asked the committee members to review ideas with others in their partner organizations and be prepared to decide on direction for Town Hall at the next steering committee meeting.

5. **Funding Support and Budget for Fiscal 2010-2011** (Wright): Wright reported that currently the City and County may not be able to provide financial support for the PTF next fiscal year. Wright opened up a discussion around whether or not to fill the EVP Coordinator position. Wright asked each partner to come to the next PTF meeting with a list of whom and how each organization can support the projects activities with volunteers rather than replacing Roylance.

6. **Adjourn** (Wright): Wright adjourned the meeting.

MEMORANDUM

To: City Council Members

From: Charles C. Tomlinson, Mayor CCT

Date: April 2, 2010

Subject: Vacancies on Committee for Citizen Involvement and Parks, Natural Areas, and Recreation Board

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Julie Risien has resigned from the Committee for Citizen Involvement. Julie's term on the Committee expires June 30, 2011.

Denise Nervik has resigned from the Parks, Natural Areas, and Recreation Board. Denise's term on the Board expires June 30, 2010.

I would appreciate your nominations of citizens to fill these vacancies.

1033

MEMORANDUM

To: City Council Members

From: Charles C. Tomlinson, Mayor CC 1/read

Date: April 15, 2010

Subject: Appointments to Arts and Culture Commission

I am appointing the following persons to the Arts and Culture Commission for the terms of office stated:

Pat Amacher
Term Expires: June 30, 2011

Pat wrote for the *Corvallis Gazette-Times* as a reporter following the local arts and cultural scene. Pat is familiar with a broad range of artistic talent, literary, performing, and visual, in town and serves in the Literary Arts category.

Rod Davidson
Term Expires: June 30, 2011

Rod is a professional actor, a member of Screen Actor's Guild, and the American Federation of Television and Radio Artists. In Corvallis, Rod is teaching acting at Linn-Benton Community College and Corvallis High School. Rod fills the Art Education and Performing Arts category.

Eric Kingstad
Term Expires: June 30, 2011

Eric is the Chief Executive Officer of Corvallis Tourism and fills the General Cultural Interests category. Before coming to Corvallis, Eric had extensive experience in tourism, arts and cultural commissions, and venue development.

Dan Segel
Term Expires: June 30, 2012

Dan is the President of the Corvallis Knights and Chairman of the Board of Knights Baseball Club, Inc, a collegiate-level baseball club that began playing in Corvallis in 2007. Dan fills the Business/Economic Vitality category. Dan, his management team, and the Knights Baseball Board brought the Knights franchise to Corvallis and executed a branding, marketing, and awareness campaign for this start-up enterprise, attracting record numbers of fans to Goss Stadium in their third year.

Brenda van Develder
Term Expires: June 30, 2012

Brenda is the Executive Director of daVinci Days and fills the Fairs and Festivals category. Since her hiring, Brenda's energy and work ethic strengthened the daVinci Days festival and launched the Film Festival as a separate and distinct event last year.

Steve Zielke
Term Expires: June 30, 2012

Steve is an Associate Professor in the OSU Department of Music, where is directs choral studies and the OSU Chamber Choir and organizes both inbound and outbound international cultural exchanges. Steve fills the OSU and Performing Arts categories.

Karyle Butcher
Term Expires: June 30, 2013

Karyle is the Oregon State University (OSU) Librarian and served on the Cultural Corvallis group that brought the formation of the Arts and Culture Commission to the Council. Karyle serves on the board of the Benton County Cultural Commission, the local granting organization of the Oregon Cultural Trust, and fills the General Citizens-at-large, Literary, and Patron of the Arts categories.

Tim Flowerday
Term Expires: June 30, 2013

Tim is the Director of Majestic Theatre Management. Before coming to Corvallis, Tim created and worked for festivals, events, and venues for almost 20 years. He was the director of the Cottage Grove Chamber of Commerce, helping to establish a Business Improvement District. Tim fills the Venue category.

Shelley Moon
Term Expires: June 30, 2013

Shelley is an educator, poet, and performing Artist-in-Residence for over twenty-five years. Her vision for the future of arts and culture in Corvallis includes lots of color, both literally and figuratively. Shelley fills the Cultural Expression of Diversity and Cultural Heritage categories.

Council Liaison – Patricia Daniels
Term Expires: December 31, 2010

I will ask for confirmation of these appointments at our next Council meeting, May 3, 2010.

CORVALLIS
ENHANCING COMMUNITY LIVABILITY

MEMORANDUM

DATE: April 14, 2010

TO: Mayor and City Council

FROM: Ken Gibb, Community Development Director

SUBJECT: Schedule Public Hearing to consider a special ordinance to extend the effective date of approved land use decisions by one additional year

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On March 15, 2010, the City Council directed Community Development Staff to prepare a special ordinance for consideration that would extend the effective date of approved, non-expired, land use decisions by one additional year. The Planning Commission is scheduled to review the proposed special ordinance on April 21, 2010, and will provide a recommendation to the City Council regarding adoption of the special ordinance. The City Council is asked to schedule a public hearing on May 17, 2010, to consider the Planning Commission's recommendation and adoption of the special ordinance.

MEMORANDUM

TO: Mayor and City Council

FROM: Steve Rogers, Public Works Director

DATE: March 29, 2010

SUBJECT: T. Gerding Construction Co. Lease Assignment – 200 SW Airport Avenue

Issue

T. Gerding Construction is requesting a lease assignment of their current land lease for the two acre site for their new headquarters at 200 SW Airport Avenue at the Corvallis Airport Industrial Park (AIP).

Discussion

T. Gerding Construction Company signed a land lease with the City on August 3, 2009 for a two acre parcel on the southwest corner of Hwy 99W and SW Airport Avenue. They are currently constructing a new concrete building to house their offices and to provide warehouse space for materials. They request consent to assign that lease to a separate holding company, Evergreen Creek, LLC. This assignment is allowed by the lease (Section 9) as long as written consent by the City is obtained, and the lease further states "that the City shall not unreasonably withhold such consent." This assignment would not effect the current lease rate or terms.

At the Airport Commission meeting on March 2, 2010, the Airport Commission unanimously voted to recommend that the lease assignment be forwarded to the City Council consent agenda for approval.

Recommendation

Staff recommends that the City Council authorize the City Manager to sign the consent to the assignment.

Review and concur:

Jon S. Nelson, City Manager

Attachments: Lease Assignment with attachment.

ASSIGNMENT AND ASSUMPTION OF LEASE AND CONSENT TO THE ASSIGNMENT

DATED: February 23, 2010

PUBLIC WORKS
Received
FEB 24 2010

BETWEEN: T. Gerding Construction Company, ("**Assignor**")
an Oregon corporation

AND Evergreen Creek, LLC. ("**Assignee**")
an Oregon limited liability company

RECITALS

A. By document entitled "Lease Agreement" dated August 3, 2009 (the "**Lease Agreement**"), the City of Corvallis, an Oregon municipal corporation (herein "**Landlord**"), leased certain real property to T. Gerding Construction Company, an Oregon corporation (herein "**T. Gerding**"). The Lease Agreement was recorded on August 31, 2009 in the Microfilm records of Benton County, Oregon as 2009 - 456247. The real property that is the subject of the Lease Agreement is described on Exhibit "A" attached hereto (the "**Premises**").

B. Assignor now desires to assign the Lease Agreement to Assignee and Assignee desires to accept the assignment of the Lease Agreement under the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the mutual promises and agreements contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

Section 1. Assignment and Assumption

1.1 Assignment. Assignor hereby assigns to Assignee all its rights, title, and interest in, under, and to the Lease Agreement effective on April 1, 2010 (the "**Effective Date**"), subject to and on the terms and provisions contained herein.

1.2 Assumption. Assignee hereby accepts the assignment and assumes and agrees to perform all obligations of the lessee under the Lease Agreement, in strict accordance with the terms of the Lease Agreement, from and after the Effective Date, subject to and on the terms and provisions contained herein.

Section 2. As Is Condition

Assignee hereby accepts the Premises in its "AS IS" condition at the Effective Date. Landlord shall not have any obligation to make any alterations or improvements to the Premises whatsoever.

Section 3. Landlord's Consent

The effectiveness of this Assignment is conditioned on Landlord first executing the consent provision on the last page of this Assignment. The parties acknowledge that Landlord's consent to this Assignment shall not be construed as a waiver of Landlord's right to withhold consent to any subsequent assignment, or other transfer of the Lease or any interest in the Premises.

Section 4. Warranty

Assignor warrants that it is a holder of the interest in the Lease Agreement and has not assigned it to any third party. Assignor further warrants and represents that a copy of the Lease Agreement, and all amendments thereto, is attached hereto as Exhibit "B."

Section 5. Indemnities

5.1. By Assignor. Assignor shall defend, indemnify and hold Assignee harmless from any and all claims or causes of action arising out of Assignor's failure to perform any of the obligations of Assignor under the terms of the Lease Agreement which were to be performed by Assignor prior to the Effective Date.

5.2. By Assignee. Assignee shall defend, indemnify and hold Assignor harmless from any and all claims or causes of action arising out of Assignee's failure to perform any of the obligations of Assignee under the terms of the Lease Agreement which are to be performed by Assignee after the Effective Date.

Section 6. Miscellaneous

6.1. Brokers. Assignor and Assignee each represent and warrant to the other and to Landlord that it has used no real estate broker or finder in connection with this Assignment. Assignor and Assignee agree to defend, indemnify, and hold harmless each other and Landlord from and against any claim for a brokerage commission or a fee asserted by any party in connection with any contacts with such indemnifying party.

6.2. Counterparts. This Assignment may be executed in any number of counterparts, provided each of the parties hereto executes at least one counterpart; each such counterpart hereof shall be deemed to be an original instrument, but all such counterparts together shall constitute but one Assignment.

[signatures on the following page]

IN WITNESS WHEREOF, the parties have executed this Assignment as of the date first set forth above.

ASSIGNOR:
T. Gerding Construction Company
an Oregon corporation.

By: _____
Tom Gerding
Its: Authorized Representative

ASSIGNEE:
Evergreen Creek, LLC.,
an Oregon limited liability company

By: _____
Tom Gerding
Its: Authorized Representative

Landlord's Consent

The City of Corvallis hereby consents to the assignment of the Lease Agreement. Assignor shall be released of all future liability with respect to the Lease Agreement arising from and after the date hereof.

Landlord: The City of Corvallis,
an Oregon municipal corporation

By: _____
Jon S. Nelson
Its: City Manager

STATE OF OREGON)
) ss.
County of Benton)

This instrument was acknowledged before me this 23rd day of Februaryl, 2010, by Tom Gerding, Authorized Representative of T. Gerding Construction Company, an Oregon corporation, on behalf of the corporation.

OFFICIAL SEAL
JULIE R HAYMART
NOTARY PUBLIC - OREGON
COMMISSION NO. 426194
MY COMMISSION EXPIRES MARCH 17, 2012

NOTARY PUBLIC FOR OREGON
My Commission Expires: 3/17/12

STATE OF OREGON)
)ss.
County of Benton)

This instrument was acknowledged before me this 23rd day of February, 2010, by Tom Gerding of Evergreen Creek, LLC., an Oregon limited liability company, on behalf of the company.

OFFICIAL SEAL
JULIE R HAYMART
NOTARY PUBLIC - OREGON
COMMISSION NO. 426194
MY COMMISSION EXPIRES MARCH 17, 2012

Julie R Haymart
NOTARY PUBLIC FOR OREGON
My Commission Expires: 3/17/12

EXHIBIT "A"
Legal Description of the Premises

A tract of land located in the South West 1/4 of Section 23, Township 12 South, Range 5 West, Willamette Meridian, Benton County, Oregon.

Commencing from the Southeast corner of the Alfred Rinehart D.L.C. No.73, thence north 74E38'59: east a distance of 2700.27 feet to a point in the east line of the Southern Pacific Transportation Company's railroad right-of-way (a 60 foot right of way) that falls North 29E19'19" West 0.29 feet from a 2 inch iron pipe, thence South 89E59'00" East 1083.17 feet to a point the **True Point of Beginning**, thence North 00E08'11" West a distance of 303.33 feet to a point in the Southerly right of way of SW Airport Avenue (C.R. 25280) with a 30 foot northerly half width and a southerly 70 foot half width, thence North 89E51'49" East a distance of 236.75 feet to a point in the Westerly right of way of Pacific Highway West (99W) as shown in Benton County Survey number 9980 through Benton County Deed 363859-2004, thence South 54E25'13" East along said Pacific Highway West right-of-way a distance of 60.41 feet to an angle point in said Pacific Highway West, thence South 01E16'06" East a distance of 193.47 feet along said Pacific Highway to a point, thence South 10E12'49" East a distance of 65.32 feet, thence South 03E05'31" West a distance of 11.41 feet to a point in said Pacific Highway West, thence North 89E59'00" West a distance of 300.43 feet the **True Point of Beginning.**

Said tract containing 87087 square feet, more or less.

EXHIBIT "B"
Lease Agreement
[attached]

BENTON COUNTY, OREGON 2009-456247
DE-LEASE
Cnt=1 Stn=7 MR 08/31/2009 11:08:06 AM
$90.00 $11.00 $10.00 $15.00 $126.00

00185876200904562470180184

I, James V. Morales, County Clerk for Benton County, Oregon, certify that the instrument identified herein was recorded in the Clerk records.

James V. Morales - County Clerk

RECORDING COVER SHEET *(Please Print or Type)*
This cover sheet was prepared by the person presenting the instrument for recording. The information on this sheet is a reflection of the attached instrument and was added for the purpose of meeting first page recording requirements in the State of Oregon, ORS 205.234, and does NOT affect the instrument.

AFTER RECORDING RETURN TO:
City of Corvallis
Attn: Linda
Engineering

1) TITLE(S) OF THE TRANSACTION(S) ORS 205.234(a)
Land Lease Agreement

2) DIRECT PARTY / GRANTOR(S) ORS 205.125(1)(b) and 205.160
T-Gerding Construction Co.

3) INDIRECT PARTY / GRANTEE(S) ORS 205.125(1)(a) and 205.160
City of Corvallis

4) TRUE AND ACTUAL CONSIDERATION
ORS 93.030(5) – Amount in dollars or other

$ _____ ☐ Other

5) SEND TAX STATEMENTS TO:

6) SATISFACTION of ORDER or WARRANT
ORS 205.125(1)(e)

CHECK ONE: (If applicable) ☐ FULL ☐ PARTIAL

7) The amount of the monetary obligation imposed by the order or warrant. ORS 205.125(1)(c)

$ _____

8) If this instrument is being Re-Recorded, complete the following statement, in accordance with ORS 205.244: "RERECORDED TO CORRECT Legal Description PREVIOUSLY RECORDED IN BOOK _____ AND PAGE _____, OR AS FEE NUMBER 2009-455764."

FOR COUNTY RECORDING ONLY

AFTER RECORDING RETURN TO CITY OF CORVALLIS
ENGINEERING DIVISION, CITY HALL, EXT 5057

BENTON COUNTY, OREGON 2009-455766
DE-LEASE
Cnt=1 Stn=8 COUNTER1 08/19/2009 11:28:24 AM
$75.00 $11.00 $10.00 $15.00 $111.00
00185007200904557660150153
I, James V. Morales, County Clerk for Benton County, Oregon, certify that the instrument identified herein was recorded in the Clerk records.
James V. Morales - County Clerk

LAND LEASE AGREEMENT
CORVALLIS AIRPORT INDUSTRIAL PARK

THIS LEASE, made this 3RD day of AUGUST 2009 is by and between the City of Corvallis, an Oregon Municipal Corporation, hereinafter referred to as the City, and T. Gerding Construction Co. hereinafter referred to as the Lessee.

1. PREMISES

The Corvallis Municipal Airport/Industrial Park is owned and managed by the City of Corvallis and is operated as an Enterprise Fund, in that all fees, land leases and rent revenues are retained by the City for the exclusive operation of the Airport. The City, in consideration of the terms, covenants, and agreements herein contained on the part of the Lessee to be kept and performed, does hereby lease two acres, more or less, the following property located in the Corvallis Municipal Airport Industrial Park:

See attached Exhibit "A" legal description and Exhibit "B" site plan.

2. TERM

The Lessee shall have the right to possession, use, and enjoyment of the leased property for a period of 40 years, beginning on **October 1, 2009** and ending **September 30, 2049**. Thereafter, the term of this lease may be extended by mutual approval of both parties, for up to two (2) ten (10) year periods. Lessee shall notify the City, in writing, at least sixty (60) days prior to the termination date of this lease, of its intent to exercise this option. The City shall not withhold its approval for the extension unreasonably. Good reasons for the City to withhold its approval would include but not be limited to; failure of Lessee to provide insurance; failure of Lessee to make timely payment of rent; or City's determination of a better use of the property. At the end of the second ten (10) year extension period, City and Lessee may negotiate a new lease agreement.

3. RENT

A. Rental Rate. Lessee shall pay in advance, a monthly rent payment by the first day of each month beginning **October 1, 2009** and continue on the first day of each month thereafter during the term of this lease. The monthly rate for the above-described land shall be determined as follows: **$ 3,838.00** per acre x 2 acre = **$7,676.00** as an annual base rent. Annual base rate/12 = **$639.67** as a monthly rent payment. Rental payments are made payable to the City of Corvallis and are to be delivered in person or mailed to the City at the address given in Section 21 of this lease.

B. Rental Rate Adjustment. The rental rate shall be adjusted annually utilizing the January through December U.S. City Average Consumer Price Index, with adjustments made July 1 following the publication of the annual index, commencing July 2010. The City shall give written notice to Lessee at least thirty (30) days in advance of the annual adjustment date.

C. Land Rental Rate Adjustment. Not withstanding 3B above, every fifth year beginning in 2015, the land lease rate will be adjusted based on 10% of the appraisal market value of the parcel.

D. Extended Term. If this lease is extended as provided in Section 2 of this lease, the rate shall be adjusted annually on the basis described in Section 3B above.

4. USE OF THE PROPERTY

A. Permitted Use. The property shall be used for any legal purpose permitted by applicable zoning laws, regulations and restrictions.

B. Conformance with Laws. Lessee shall conform to all applicable laws and regulations, municipal, state, and federal, affecting the premises and the use thereof. Lessee also agrees to comply with all applicable City Master Plans as adopted by City Council.

C. Nuisance. Lessee shall not use or permit the use or occupancy of the property for any illegal purposes (as defined by City of Corvallis Municipal Code Chapter 5), or commit or permit anything which may constitute a menace or hazard to the safety of persons using the property, or which would tend to create a nuisance, or that interferes with the safe operation of aircraft using the Corvallis Municipal Airport.

D. Hazardous Materials. Lessee shall not store or handle on the premises or discharge onto the property any hazardous wastes or toxic substances, as defined in the Comprehensive Environmental Response, Compensation and Liability Act of 1980, 42 U.S.C. §§ 9601 to 9675, and as further defined by state law and the City's Sewer Regulations, Municipal Code Chapter 4.03 as amended, except upon prior written notification to the City and in strict compliance with rules and regulations of the United States and the State of Oregon and in conformance with the provisions of this lease. Any violation of this section may, at the City's option, cause this lease to be immediately terminated in accordance with the provisions of Section 18 of this lease.

Prior to beginning operations, Lessee shall allow the City to inspect the premises and approve its processes for storing and handling Hazardous Materials. Lessee shall at all times operate in accordance with City approved procedures, and shall maintain strict compliance with all federal, state, and local laws, ordinances, rules, and regulations regarding Hazardous Materials. Any violation of this section shall be grounds for termination of this lease as provided in Section 18, unless within ten (10) days of notification Lessee cures the violation or, if the violation is of such a nature that it cannot be remedied within ten (10) days, Lessee provides to City within (10) days satisfactory assurances, including financial assurances, that Lessee can and will correct the violation, and thereafter Lessee proceeds with reasonable diligence to do so. If the violation is caused by a discharge of a hazardous or toxic material or substance, the City shall have the right, at its option, to immediately take any action reasonably necessary to halt or remedy the discharge, at Lessee's sole expense.

E. Roads. Lessee shall be entitled to reasonable use for its purposes of the roads now existing and serving the leased property. The City may locate and relocate roads as desirable to improve the Corvallis Municipal Airport and Industrial Park so long as reasonable and adjacent access is provided to Lessee on a continual basis. Lessee will agree to install a half-street improvement along the leased frontage of the leased premises to City standards as detailed in the Airport Industrial Park Master Plan. The half-street improvement may include: paving, curb, gutter, drainage, park strip, landscaping and sidewalks.

F. Infrastructure Improvements. Lessee hereby irrevocably agrees to financially participate in the future improvements for public water, wastewater, storm drainage and transportation consistent with the South Corvallis Area Refinement Plan and Airport and Industrial Park Master Plans. It is understood by Lessee that:

1. The cost of the improvements shall be born by the benefited property in accordance with state law, the Charter of the City of Corvallis and its ordinances and policies.

2. The City in its sole discretion may initiate the construction of all or part of the local improvements required, or may join all or part of Lessees property with other property when creating a local improvement district.

3. Lessee and Lessee's heirs, assigns and successors in interest in the property shall be bound by this document which will run with the property and will be recorded by the City in the deed records of Benton County.

4. Lessee declares that the public improvements herein sought will directly benefit the described property.

5. Lessee shall not challenge the formation of a local improvement district and assessment of Lessee's leased property by City and in any proceedings therein will acknowledge this declaration if requested to do so by City.

6. In construing this section of the agreement singular words include the plural.

5. WATER, SEWER, AND DRAINAGE SYSTEMS

A. Water, Drainage, and Domestic Waste. The City agrees to provide the use and benefits of the public water, sewer, and drainage systems as they now exist or may be later modified. Conditions for the use of these systems shall be the same as the conditions and regulations applying within the corporate limits of the City of Corvallis, including any assessments or charges for any expansion or intensification of Lessee's use of the property.

B. Utility Bills. Water, sewer, and drainage charges shall be paid by the Lessee in addition to the basic monthly rental and at the same rates applicable within the corporate limits of the City of Corvallis. The Lessee shall promptly pay all water, sewer, and drainage charges, and all other utility charges, for the premises as they come due.

C. Prohibited Discharges. Discharge of industrial waste, as that term is defined in the City of Corvallis Sewer Use Municipal Code, Chapter 4.03 (as presently constituted or as amended hereafter), into the sanitary sewer system, drainage system, surface ponds or ditches, or

elsewhere is specifically prohibited, except as permitted by a valid Industrial Wastewater Discharge Permit in strict accordance with the Sewer Use Ordinance and applicable state and federal laws. Violation of any provision contained in City of Corvallis Sewer Use Municipal Code, Chapter 4.03 (as presently constituted or as amended hereafter), may cause this lease to be immediately terminated in accordance with the provisions of Section 18 of this lease.

D. General Information Survey. As a condition of entering into this lease, the Lessee shall submit to the City a completed, signed General Information Survey, in accordance with the industrial waste provisions of the City of Corvallis Sewer Use Municipal Code, Chapter 4.03 (as presently constituted or as amended hereafter). The survey shall be submitted to the City at the time that this lease is signed.

E. Discharge Response Procedures. In the event of any discharge or spill of noxious or hazardous material into the environment, sewer system, or drainage system, Lessee shall immediately notify the Oregon Department of Environmental Quality and the City. The City and any appropriate state or federal agency shall have the right to inspect the premises immediately to determine if the discharge or spill constitutes a violation of any local, state, or federal laws, rules, or regulations. If a violation exists, the City shall notify the Lessee of the specific violations and Lessee shall immediately cease all activities and use of the property until the violations are remedied, all at the Lessee's sole cost and expense and without expense whatsoever to the City.

F. South Corvallis Drainage Master Plan. Lessee hereby agrees to comply with the requirements of the "South Corvallis Drainage Master Plan", approved by the City Council during February 1997. Future improvements within the Industrial Park in compliance with the approved drainage plan may include parcel assessments or charges. Conditions and regulations for any assessment or charges shall be similar to those conditions or regulations applying within the corporate limits of the City of Corvallis.

6. DEVELOPMENT STANDARDS

This agreement is made subject to the terms and conditions as referenced in the Airport Master Plan and in Chapter XIV Development and Building Standards of the Airport Handbook. In addition, compliance with all Corvallis development regulations is required relative to the City's Land Development Code (LDC). Where not otherwise specified by the Airport Handbook, the County's zoning provisions shall apply. Enforcement of development provisions is the responsibility of the City's Development Services Department and, where specified by the Corvallis Airport Master Plan and the Airport Industrial Park Master Plan, the Airport Design Review Committee.

7. ALTERATIONS AND IMPROVEMENTS

A. Right to Construct. The Lessee, at its own expense, may construct structural improvements on the leased property, subject to Lessee's compliance with all applicable city, county, and state laws and regulations and issuance of necessary building permits.

B. Ownership of Improvements. Any buildings constructed by the Lessee on the leased property during the term of this lease shall belong to the Lessee and may be removed by the Lessee at will. Lessee shall have the right to enter the premises during the thirty-day period following termination of this lease to remove any of its property, including buildings or other improvements, on the leased premises. If, after thirty days after termination of the lease, any of

said property remains on the premises, the City may retain the property, or, at its option, remove the property at the Lessee's expense. The half-street improvements along the property frontage including paving, curb, gutter, drainage, park strip, landscaping and sidewalks will belong to City upon acceptance by the City.

8. ENTRY ON PROPERTY

A. Right to Inspect. The City shall have the right to enter the property at any reasonable time or times to examine the condition of the premises or Lessee's compliance with the terms of this lease.

B. Access. The City retains the right to enter the leased premises at any reasonable time or times to repair or modify City buildings and/or utilities located upon the property or to conduct repairs or other work on the property, provided such repairs or modifications shall be scheduled with Lessee to minimize any disruption to Lessee's business operations.

9. ASSIGNMENT AND SUBLETTING

The Lessee shall not assign or sublease this lease without the prior written consent of the City; provided, however, that the City shall not unreasonably withhold such consent. Lessee shall have the right to sublet space within any building it may construct on the leased premises to others, subject to the following conditions:

1) No sublease shall relieve Lessee from primary liability for any of its obligations under this lease, and Lessee shall continue to remain primarily liable for payment of rent and for performance and observance of its other obligations and agreements under this lease.

2) Every sublease shall require the sublessee to comply with and observe all obligations of the Lessee under this lease, with the exception of the obligation to pay rent to the City.

The sale of any building(s) constructed on the leased premises during the term of this agreement will require a new land lease agreement between the City and the purchaser upon the same terms, rent schedule and conditions in this agreement. This policy is intended to maintain and continue the City's interest assigning responsibility for environmental protection and cleanup within the Airport Industrial Park.

10. LIENS

The Lessee shall promptly pay for any material and labor used to improve the leased property and shall keep the leased property free of any liens or encumbrances.

11. TAXES

The Lessee shall promptly pay all personal property taxes levied upon the leased premises during the tax year that they become due. Lessee shall not permit a lien f to be placed on the leased property.

12. INSURANCE

A. Coverage Requirements. The Lessee shall purchase and maintain commercial liability insurance coverage. The limit of liability shall be no less than $500,000 for any claims arising from a single accident or occurrence. In addition, if the insurance policy contains an annual aggregate limit, the aggregate shall not be less than $1,000,000. The policy shall name the City of Corvallis, its officers, agents, and employees as an additional insured.

B. Certificate of Insurance. At the time that this lease is signed, the Lessee shall provide to the City a certificate of insurance complying with the requirements of this section and indicating that insurer will provide the City with 30 days notice prior to cancellation. A current certificate shall be maintained at all times during the term of this lease.

13. HOLD HARMLESS

A. General. The Lessee shall at all times indemnify, protect, defend, and hold the City of Corvallis, its officers, agents, invitees and employees harmless from any claims, demands, losses, actions, or expenses, including attorney fees, to which the City may be subject by reason of any property damage or personal injury arising or alleged to arise from the acts or omissions of the Lessee, its agents, or its employees, or in connection with the use, occupancy, or condition of the property. Likewise, the City shall at all times indemnify, protect, defend and hold Lessee, its officers, agents, assignees, invitees and employees harmless from any claims, demands, actions or expenses, including attorney fees, to which Lessee may be subject by reason of any property damage or personal injury arising or alleged to arise from the actions or omissions of, or entry onto the leased premises by, the City, its officers, agents, invitees or employees, or in connection with the repair, maintenance modification or other work the City may undertake that in any way relates to or affects the leased premises, including without limitation, the work, repair and modification provided for under Section 8B of this lease.

B. Environmental Protection. The Lessee shall be liable for and shall hold the City harmless from, all costs, fines, assessments, and other liabilities arising from Lessee's use of the premises during this and all prior leases for this site resulting in the need for environmental cleanup under state or federal environmental protection and liability laws, including, but not limited to, costs of investigation, remedial and removal actions, and post-cleanup monitoring arising under the Comprehensive Environmental Response, Compensation and Liability Act of 1980, 42 U.S.C. §§ 9601 to 9675, as presently constituted or hereafter amended.

City shall defend and hold the Lessee harmless from all costs, expenses, fines, assessments, attorney or other fees and other liabilities arising from the use of the premises by any persons or entities prior to the execution of this lease, except for any contamination caused by the Lessee during the initial term of this lease or any prior leases as a result of the Lessee's activities resulting in the need for environmental clean-up under City, State, Federal environmental protection and liability laws, including, but not limited to, costs of investigation, remedial and removal actions, and post clean-up monitoring including but not limited to liability arising under the Comprehensive Environmental Response, Compensation and Liability Act of 1980, 42 U.S.C. §§ 9601 to 9674, as presently constituted or hereafter amended.

14. NONDISCRIMINATION

The Lessee agrees that no person shall be excluded from the use of the premises based on age, citizenship status, color, familial status, gender identity or expression, marital status, mental disability, national origin, physical disability, race, religion, religious observance, sex, sexual orientation, and source or level of income. Such discrimination poses a threat to the health, safety and general welfare of the citizens of Corvallis and menaces the institutions and foundation of our community.

15. CONDITIONS ON PROPERTY BY THE UNITED STATES OF AMERICA

This agreement is made subject to the terms and conditions and restrictions of transfer recorded in Book 121, Page 40 and Book 125, Page 239, deed records of Benton County, Oregon, as modified by the Instrument of Release recorded in Book 182, Page 238 of said deed records.

16. WAIVER OF BREACH

A waiver by the City of a breach of any term, covenant, or condition of this lease by the Lessee shall not operate as a waiver of any subsequent breach of the same or any other term, covenant, or condition of the lease.

17. DEFAULT

A. Declaration of Default. Except as otherwise provided in this lease, the City shall have the right to declare this lease terminated and to enter the property and take possession upon either of the following events:

1. Rent and Other Payments. If the monthly rent or any other payment obligation provided hereunder to the City, including but not limited to property taxes and utility bills, remains unpaid for a period of sixty (60) days after it is due, un-protested and payable, if not corrected after ten (10) days written notice by the City to Lessee; or

2. Other Obligations. If any other default is made in this lease and is not corrected after thirty (30) days written notice to the Lessee. Where the default is of such nature that it cannot reasonably be remedied within the thirty (30) day period, the Lessee shall not be deemed in default if the Lessee proceeds with reasonable diligence and good faith to effect correction of the default.

B. Court Action. It is understood that either party shall have the right to institute any proceeding at law or in equity against the other party for violating or threatening to violate any provision of this lease. Proceedings may be initiated against the violating party for a restraining injunction or for damages or for both. In no case shall a waiver by either party of the right to seek relief under this provision constitute a waiver of any other or further violation.

18. TERMINATION

A. Immediate Termination. Where a specific violation of this lease gives the City the option to terminate this lease immediately, this lease shall be terminated upon written notification to the Lessee.

B. Termination Upon 30 Days Default. In the event of any other default under Section 17 of this lease, the lease may be terminated at the option of the City upon written notification to the Lessee as provided herein.

C. Surrender Upon Termination. Upon termination or the expiration of the term of the lease, the Lessee will quit and surrender the property to the City in as good order and condition as it was at the time the Lessee first entered and took possession of the property under this or a prior lease, usual wear and damage by the elements excepted.

D. Restoration of Property. Upon termination or expiration of this lease or Lessee's vacating the premises for any reason, the Lessee shall, at its own expense, remove and properly dispose of all tanks, structures, and other facilities containing waste products, toxic, hazardous, or otherwise, which exist on the leased property or beneath its surface and did not pre-exist the commencement of this lease. Lessee shall comply with all applicable state and federal requirements regarding the safe removal and proper disposal of said facilities containing waste products. If the Lessee fails to comply or does not fully comply with this requirement, the Lessee agrees that the City may cause the waste products and facilities to be removed and properly disposed of, and further Lessee agrees to pay the cost thereof with interest at the legal rate from the date of expenditure.

E. Holding Over. No holding over upon expiration of this lease shall be construed as a renewal thereof. Any holding over by the Lessee after the expiration of the term of this lease or any extension thereof shall be as a tenant from month to month only and not otherwise, and the exercise of rights provided under Section 7B shall not be deemed a holding over.

19. RECORDING FEES

The lease will be recorded with the Benton County Assessor's Office and the Lessee shall be responsible for paying all associated fees.

20. ATTORNEY FEES

If any suit or action is instituted in connection with any controversy arising out of this lease, the prevailing party shall be entitled to recover, in addition to damages and costs, such sum as the trial court or appellate court, as the case may be, may adjudge reasonable as attorney fees.

21. NOTICE

When any notice or anything in writing is required or permitted to be given under this lease, the notice shall be deemed given when actually delivered or 48 hours after deposited in United States mail, with proper postage affixed, directed to the following address:

City	Lessee
City of Corvallis Public Works Department Attention: Airport Manager P.O. Box 1083 1245 NE 3rd St. Corvallis, Oregon 97339-1083 541-766-6916	T. Gerding Construction Co. P.O. Box 1082 Corvallis, OR 97339 541-753-2012

IN WITNESS WHEREOF, the parties hereto have executed this lease the date and year first written below.

DATED this 3rd day of August, 2009.

TOM GERDING, OWNER
T. GERDING CONSTRUCTION CO.

STATE OF OREGON)
) ss.
COUNTY OF BENTON)

Personally appeared the above-named Tom Gerding, who acknowledged he is the OWNER and he accepted the foregoing instrument on behalf of **T. Gerding Construction Co.**
Before me this 3rd day of August, 2009.

OFFICIAL SEAL
JULIE R HAYMART
NOTARY PUBLIC - OREGON
COMMISSION NO. 426194
MY COMMISSION EXPIRES MARCH 17, 2012

NOTARY PUBLIC FOR OREGON

My Commission Expires 3/17/12

ACCEPTED BY:
CITY OF CORVALLIS, OREGON

BY: Ellen Volmert
JON S. NELSON, CITY MANAGER

STATE OF OREGON)
) ss.
County of Benton)

Personally appeared the above-named ~~JON S. NELSON~~ Ellen Volmert, who acknowledged ~~he~~ she is the Acting City Manager of CORVALLIS and ~~he~~ she accepted the foregoing instrument on behalf of the City of CORVALLIS by authority of its City Council.
Before me this 14th day of August, 2009.

OFFICIAL SEAL
EMELY A DAY
NOTARY PUBLIC-OREGON
COMMISSION NO. 393121
MY COMMISSION EXPIRES AUG. 31, 2009

NOTARY PUBLIC FOR OREGON

My Commission Expires 08-31-09

Approved as to form:

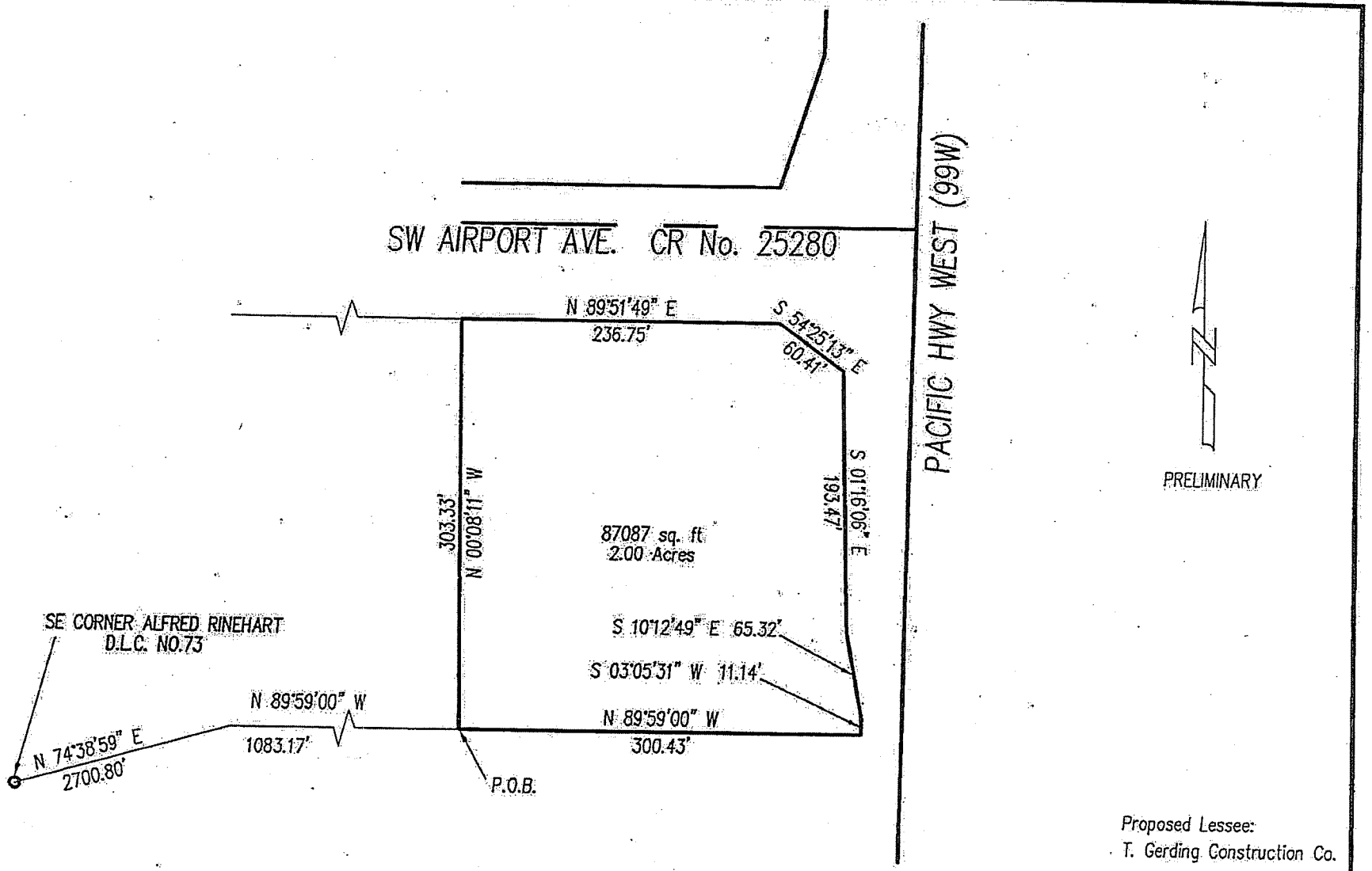
8/13/09
City Attorney Date

Lease Tract
Exhibit "A"

A tract of land located in the South West 1/4 of Section 23, Township 12 South, Range 5 West, Willamette Meridian, Benton County, Oregon.

Commencing from the Southeast corner of the Alfred Rinehart D.L.C. No.73, thence north 74°38'59: east a distance of 2700.27 feet to a point in the east line of the Southern Pacific Transportation Company's railroad right-of-way (a 60 foot right of way) that falls North 29°19'19" West 0.29 feet from a 2 inch iron pipe, thence South 89°59'00" East 1083.17 feet to a point the **True Point of Beginning**, thence North 00°08'11" West a distance of 303.33 feet to a point in the Southerly right of way of SW Airport Avenue (C.R. 25280) with a 30 foot northerly half width and a southerly 70 foot half width, thence North 89°51'49" West a distance of 236.75 feet to a point in the Westerly right of way of Pacific Highway West (99W) as shown in Benton County Survey number 9980 through Benton County Deed 363859-2004, thence South 54°25'13" East along said Pacific Highway West right-of-way a distance of 60.41 feet to an angle point in said Pacific Highway West, thence South 01°16'06" East a distance of 193.47 feet along said Pacific Highway to a point, thence South 03°05'31" West a distance of 11.41 feet to a point in said Pacific Highway West, thence North 89°59'00" West a distance of 300.43 feet the **True Point of Beginning**.

Said tract containing 87087 square feet, more or less.



DESIGNED	
DRAWN	CRB
CHECKED	
DATE	JAN 2009
SCALE:	1"=100'

EXHIBIT "B"

LOCATED IN THE SW 1/4 OF SECTION 23, TOWNSHIP 12 SOUTH, RANGE 5 WEST, WILLAMETTE MERIDIAN, BENTON COUNTY, OREGON

CORVALLIS
Survey Office

PRELIMINARY

Proposed Lessee:
T. Gerding Construction Co.

DESIGNED	
DRAWN	CRB
CHECKED	
DATE	JAN 2009
SCALE:	1"=100'

SITE EXHIBIT

LOCATED IN THE SW 1/4 OF SECTION 23, TOWNSHIP 12 SOUTH, RANGE 5 WEST, WILLAMETTE MERIDIAN, BENTON COUNTY, OREGON

CORVALLIS
Survey Office

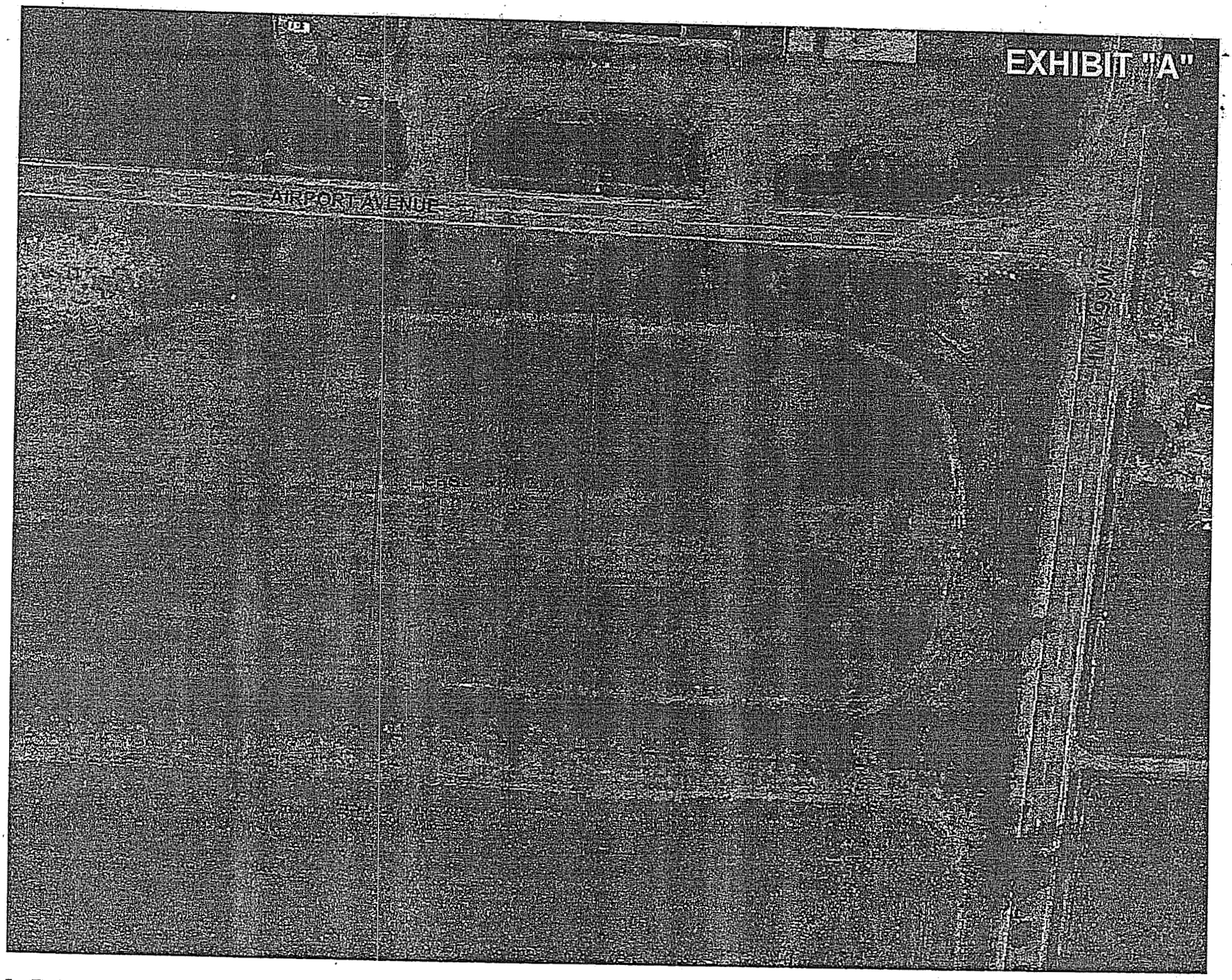


EXHIBIT "A"
AIRPORT AVENUE
M67-M99

LEASE OPTION

THIS AGREEMENT, made and entered into this 3RD day of August, 2009, is by and between the CITY OF CORVALLIS, an Oregon Municipal Corporation, hereinafter called "City", and T. Gerding Construction Company hereinafter called "Optionee".

The City owns all of the Corvallis Municipal Airport and Corvallis Airport Industrial Park property which it desires to develop. Optionee desires to obtain an option to lease on a one acre parcel of land in the Corvallis Airport Industrial Park (Exhibit A).

NOW, THEREFORE, in consideration of the above premises and terms, covenants and agreements herein contained, it is HEREBY AGREED AS FOLLOWS:

1. Optionee is hereby granted an exclusive option to lease the one acre parcel of land to the west of their lease shown in Exhibit "A" (attached).

2. The Term of this option is for five years, and may be renegotiated at the end of the five-year period.

3. The Optionee shall pay $319.83 per acre for this option the first year. The total amount of this option, first year = $319.83. The annual option payment shall increase each year by the rate the Optionee's current land lease rate increases.

4. Optionee shall provide written notice to City at least 30 days in advance of its intention to exercise the option granted pursuant to this agreement. Upon receipt of said notice, City shall prepare a lease setting forth the conditions and covenants and rent for the site.

5. In the event City receives a bona fide offer to lease the option parcel described above from someone other than Optionee during the term of an existing option agreement with Optionee, City shall have the right to lease said parcel but only after providing Optionee the right of first leasing the property. If Optionee does not exercise the right to lease upon 30 days written notice of a bona fide offer to lease, City may lease the property to someone other than Optionee.

6. Except as otherwise in this lease option, the City shall have the right to declare this lease terminated if the annual lease option payment remains unpaid for a period of sixty (60) days after it is due, unprotested and payable, if not corrected after ten (10) days written notice by the City to the Optionee. The Optionee may terminate this option each year by written notice to the City within 60 days of the anniversary date. Upon that notice, the option will terminate on the anniversary date.

This option shall relate to and bind the successors, representatives and assigns of the respective parties thereto.

IN WITNESS WHEREOF, the hereto have executed this option the date and year first written above.

CITY OF CORVALLIS, OREGON

By: Ellen Volmert
City Manager

Approved as to form:

City Attorney

T. GERDING CONSTRUCTION CO.

By:

Title: Pres.

Attachments: Exhibit A

I hereby certify this copy to be a true and complete duplicate of the original on record in the Benton County Clerk's office in Corvallis, Oregon.
James V. Morales
Benton County Clerk

By:

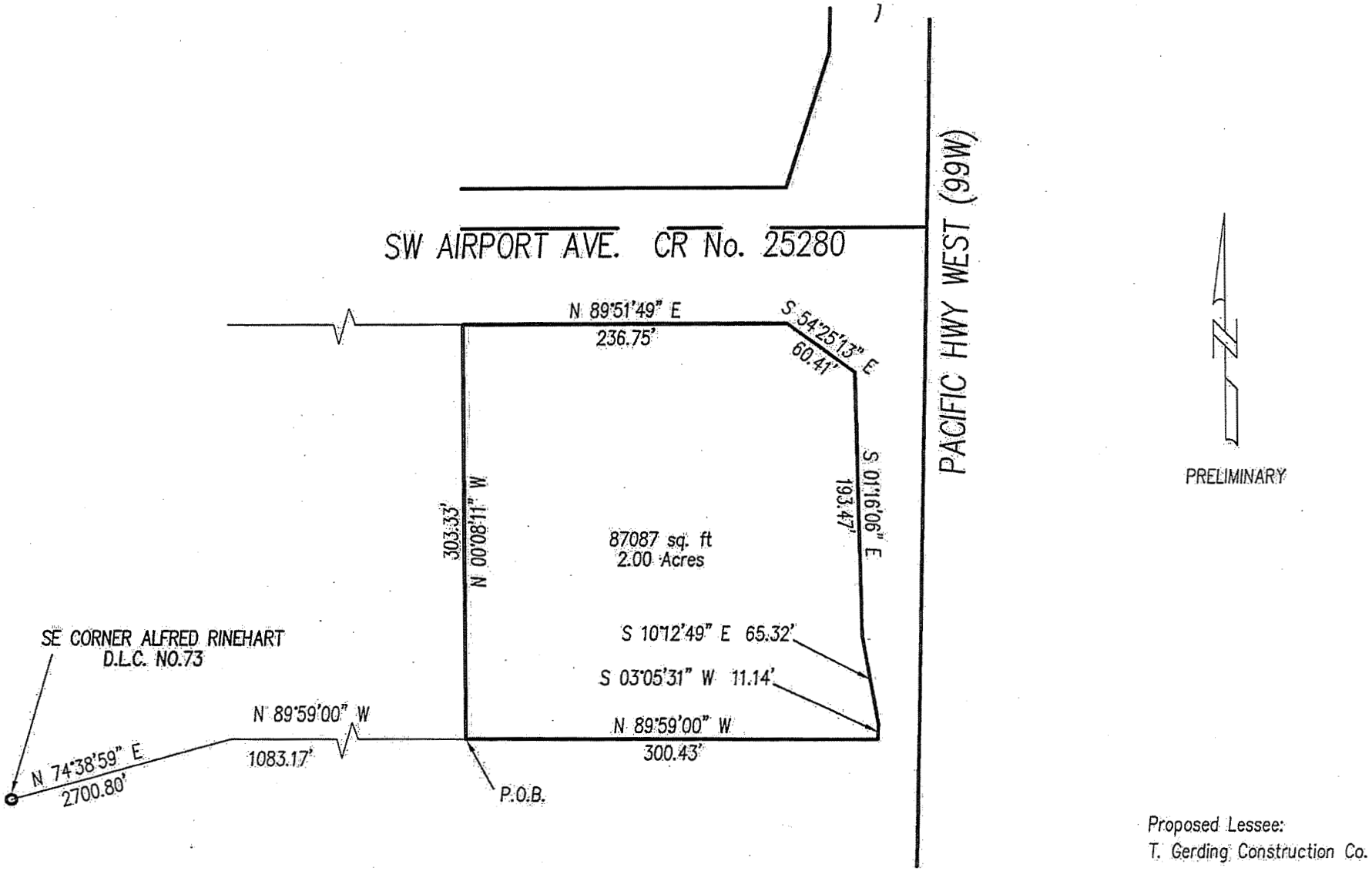
Date: 8/31/2009

Lease Tract
Exhibit "A"

A tract of land located in the South West 1/4 of Section 23, Township 12 South, Range 5 West, Willamette Meridian, Benton County, Oregon.

Commencing from the Southeast corner of the Alfred Rinehart D.L.C. No.73, thence north 74°38'59: east a distance of 2700.27 feet to a point in the east line of the Southern Pacific Transportation Company's railroad right-of-way (a 60 foot right of way) that falls North 29°19'19" West 0.29 feet from a 2 inch iron pipe, thence South 89°59'00" East 1083.17 feet to a point the **True Point of Beginning**, thence North 00°08'11" West a distance of 303.33 feet to a point in the Southerly right of way of SW Airport Avenue (C.R. 25280) with a 30 foot northerly half width and a southerly 70 foot half width, thence North 89°51'49" East a distance of 236.75 feet to a point in the Westerly right of way of Pacific Highway West (99W) as shown in Benton County Survey number 9980 through Benton County Deed 363859-2004, thence South 54°25'13" East along said Pacific Highway West right-of-way a distance of 60.41 feet to an angle point in said Pacific Highway West, thence South 01°16'06" East a distance of 193.47 feet along said Pacific Highway to a point, thence South 10°12'49" East a distance of 65.32 feet, thence South 03°05'31" West a distance of 11.41 feet to a point in said Pacific Highway West, thence North 89°59'00" West a distance of 300.43 feet the **True Point of Beginning**.

Said tract containing 87087 square feet, more or less.



DESIGNED	
DRAWN	CRB
CHECKED	
DATE	JAN 2009
SCALE:	1"=100'

EXHIBIT "B"

LOCATED IN THE SW 1/4 OF SECTION 23, TOWNSHIP 12 SOUTH, RANGE 5 WEST, WILLAMETTE MERIDIAN, BENTON COUNTY, OREGON

CORVALLIS

MEMORANDUM

TO: **Mayor and City Council**

FROM: **Ken Gibb, Community Development Director**

DATE: **April 14, 2010**

RE: **PLANNING COMMISSION AND HISTORIC RESOURCES COMMISSION VACANCIES**

I. ISSUE:

The terms for three positions on the Planning Commission, and three positions on the Historic Resources Commission will expire on June 30, 2010.

II. BACKGROUND:

Planning Commission positions #2, #7, and #8, will expire on June 30, 2010. Position #2 is currently held by James Feldman, who was appointed on July 1, 2009, to fill an unexpired vacancy. Position #7 is currently held by Karyn E. Bird (Chair), who is completing her second full term. Position #8 is currently held by Tad Abernathy, who was appointed on June 15, 2009, to fill an unexpired vacancy.

Historic Resources Commission members with terms expiring on June 30, 2010, are Deb Kadas (Chair), Scott McClure (Vice-Chair), and Robert "Jim" Morris. All three were appointed to the HRC in 2007.

III. DISCUSSION:

Vacant and expiring Planning Commission and Historic Resources Commission positions are filled by the City Council through a recruitment and selection process in which the position is advertised and interested citizens are invited to apply. The selection process involves completing an application and an interview with the City Council (with pre-selected questions). When all candidates are interviewed, the Council makes a selection.

Once a new Commissioner is selected, staff provide a basic orientation and an overview of the planning or historic preservation process. Staff also provide copies of necessary planning and historic preservation related documents, including the Statewide Planning Goals and Legislation, Comprehensive Plan, Land Development Code, and the Vision 2020 Statement. As needed, additional training is also available for Planning Commission and Historic Resources Commission members.

IV. PROPOSED SCHEDULE:

The recruitment schedule is tentatively proposed as follows:

Advertisement	Wednesday, April 28, and Sunday, May 2
Receive applications	Through 5 p.m. on Friday, May 28
Schedule interviews	Week of June 7 - 11
Council interviews	Monday and/or Tuesday, June 14 and/or 15 @ 5:20 p.m.
Appointments	Monday, June 21, 2010

V. ACTION REQUESTED:

City Council is asked to accept the schedule for the Planning Commission and Historic Resources Commission vacancies.

Review and Concur:

Ellen Volmert /JC

Jon S. Nelson, City Manager

CORVALLIS
ENHANCING COMMUNITY LIVABILITY

THE CITY OF CORVALLIS INVITES APPLICATIONS FOR PLANNING COMMISSION VACANCIES

(Term from July 1, 2010 - June 30, 2013)

The Corvallis City Council invites interested persons to apply for the vacant positions on the Corvallis Planning Commission. The City Council will interview applicants and make selections at a time and place to be announced.

- The Planning Commission advises the City Council on land use planning policy and reviews various development proposals for compliance with the Comprehensive Plan and applicable land use regulations.

- The Commission consists of nine members appointed by the City Council. The new positions will extend from July 1, 2010, through June 30, 2013. Members of the Planning Commission receive no compensation and attend an average of two regular Planning Commission evening meetings each month and an average of an additional special meeting or two (liaison to other commissions, task forces for long range planning projects, etc.) each month, as needed. The majority of the additional special meetings are during the evening, but some are during the day. Review of materials for meetings averages 1-2 hours per meeting, although in some complex cases can be up to 3 hours.

An application packet may be obtained from the Community Development Department, Planning Division, 501 SW Madison Avenue, or by calling the Community Development Department, Planning Division, at (541)766-6908. An application is also available on the City's web site at: www.ci.corvallis.or.us (select "What's New"). Completed forms must be returned to this office by 5:00 p.m. Friday, May 28, 2010.

Kathy Louie
Assistant to City Manager/City Recorder

Please publish as Display Ad: Wednesday, April 28, and Sunday, May 2, 2010

CORVALLIS
ENHANCING COMMUNITY LIVABILITY

Community Development
Planning Division
P. O. Box 1083
Corvallis, OR 97339
(541) 766-6908 Fax 754-1792

2010

Planning Commission

Application

Packet

Deadline: Return by 5:00 p.m., Friday, May 28, 2010

CITY ORDINANCE

1) Hereby is created a City Planning Commission for the City of Corvallis, Oregon. The Planning Commission is created pursuant to ORS 227.020.

2) The City Planning Commission shall consist of nine members to be appointed by Council. No more than two voting members of the Commission may be engaged principally in the buying, selling, or developing of real estate for profit as individuals or be members of any partnership or officers or employees of any corporation that engages principally in the buying, selling, or developing of real estate for profit. In the interest of ensuring a balanced, community-wide perspective on the Planning Commission, no more than two members shall be engaged in the same kind of occupation, business, trade or profession.

3) Upon expiration of a term or vacancy, a public announcement of the opening will be announced in a newspaper of general circulation in the City. The notice shall contain the qualifications for appointment in subsection 2) and a list of the occupations of existing commissioners. After receiving applications Council may conduct interviews. If more than one application is submitted, Council shall hold a ballot vote conducted by the City Recorder. Any person receiving a majority vote shall be appointed to the Planning Commission. If no person receives a majority vote, the two receiving the most votes shall be voted upon again. The one then receiving the majority vote shall be appointed to the Planning Commission.

4) Five members of the City Planning Commission shall constitute a quorum. If a quorum cannot be obtained because five or more members have a conflict of interest, the quorum requirement shall be reduced to three for that issue only.

5) A member of the Planning Commission shall not participate in any Commission proceeding or action in which any of the following has a direct or substantial financial interest: the member or his or her spouse, brother, sister, child, parent, father-in-law, mother-in-law, any business in which she or he is then serving or has served within the previous two years, or any business with which she or he is negotiating for or has an arrangement or understanding concerning prospective partnership or employment. Any actual or potential interest shall be disclosed at the meeting of the Commission where the action is being taken. Examples of conflict of interest include:

a) The member owns property within the area entitled to receive notice of the public hearing;

b) The member has a direct private interest in the proposal; and

c) For any other valid reason, the member has determined that participation in the hearing and decision cannot be in an impartial manner.

6) The Commission shall have the authority which is now or may hereafter be assigned to it by Charter, ordinances, or resolutions of the City and ORS 227.090, and other State laws.

The Planning Commission shall function primarily as a comprehensive planning body proposing policy and legislation to Council related to the coordination of the growth and development of the community. The functions of the Planning Commission shall include, but not be limited to, the following:

a) Review the Comprehensive Plan and make recommendations to Council concerning Plan amendments which it has determined are necessary based on further study or changed concepts, circumstances, or conditions.

b) Formulate and recommend legislation to implement the Comprehensive Plan.

c) Review and recommend detailed plans including functional plans which relate to public facilities and services, and subarea plans which relate to specific areas of the community to implement the Comprehensive Plan.

d) Assist in the formulation of the Capital Investment Plan (Capital Improvement Program) and submit periodic reports and recommendations relating to the integration and conformance of the plan with the Comprehensive Plan.

e) Review and make recommendations concerning any proposed annexation.

f) Conduct hearings, prepare findings of fact, and take such actions concerning specific land development proposals as required by the Land Development Code.

g) Advance cooperative and harmonious relationships with other planning commissions, public and semi-public agencies and officials, and civic and private organizations to encourage the coordination of public and private planning and development activities affection the City and its environs.

Except as otherwise provided by ordinance, all members of a board or commission shall meet one of the following qualifications at their appointment and shall retain such status during their term of office: At least two-thirds of any board or commission shall be composed of persons who reside in the territorial limits of the City. The appointing authority may also appoint persons who are employed or self-employed full time in the City or who reside in the Urban Growth Boundary.
(Ord. 81-99 § 9, 1981)

City Planning Division
501 SW Madison Avenue
Corvallis, OR 97333
Telephone 541-766-6908 Fax 541-754-1792

April, 2010, Planning Commission Application

Interview dates: Monday and/or Tuesday, June 14 and/or 15, 2010 @ 5:20 p.m.

Please answer the three questions that are attached on a separate page.

Please return to the Planning Division by 5 p.m. Friday, May 28, 2010.

Name: _____ Date: _____

Address (home) _____ Phone (h) _____

Address (work) _____ Phone (w) _____

E-mail (work) _____ E-mail (home) _____

Occupation/Profession: _____

Please list each source of income that is 10% or more of your total household income:

_____ _____

Please identify your community/civic activities including business or professional organizations:

_____ _____

_____ _____

Please list all financial interests in real property located in Benton County:

_____ _____

_____ _____

Please indicate your interests, qualifications and/or philosophical attitudes toward the responsibilities of a Planning Commissioner: _____

_____

_____

Please indicate any familiarity you might have with land use planning, Corvallis land use regulations, and/or the Oregon Statewide Planning Program. _____

_____

_____

Certification: I certify the foregoing information to be true and exact to the best of my knowledge.

_____ _____
Candidate's Signature Date

This application provides general biographical information to assist the City Council in making their appointments to the Planning Commission. If you wish to elaborate on any of the above items, please attach additional pages.

Pursuant to State law (ORS 244.050), persons appointed to the PC/HRC are required to file an annual verified statement of economic interest and a quarterly public official disclosure form with the Oregon Government Ethics Commission.

City Council Interviews

Monday and/or Tuesday, June 14 and/or 15, 2010 @ 5:20 p.m.

for Planning Commission Expiring Terms

Position 2 - Term from July 1, 2010 to June 30, 2013
Position 7 - Term from July 1, 2010 to June 30, 2013
Position 8 - Term from July 1, 2010 to June 30, 2013

Questions

Please answer the following questions and return with your application.

1. Why would you like to be on the Planning Commission and what do you think is the role of the Planning Commission?

2. Explain your understanding of the Oregon land use system and our Comprehensive Plan and Land Development Code.

3. Briefly, tell us about a land use decision that interested you and share your observations about the process and the decision.

CORVALLIS
ENHANCING COMMUNITY LIVABILITY

THE CITY OF CORVALLIS INVITES APPLICATIONS FOR HISTORIC RESOURCES COMMISSION VACANCIES

(3 Openings for 3-year Terms running July 1, 2010 until June 30, 2013)

The Corvallis City Council invites interested persons to apply for a position on the Corvallis Historic Resources Commission (HRC). The City Council will interview applicants and make selections at a time and place to be announced.

- The HRC advises the City Council on matters pertaining to historic and cultural resource preservation, and reviews Historic Preservation Permit applications for compliance with applicable land use regulations.

- The HRC consists of nine members appointed by the City Council. Three positions will be filled with three-year terms beginning on July 1, 2010. Qualified applicants will demonstrate a positive interest, competence, or knowledge in historic preservation; prior experience in quasi-judicial decision making; and/or a community-wide perspective on balancing multiple objectives associated with community planning. Additionally, qualified applicants will have a strong background in one of the following fields:

Archeology	Curation	Historic Landscape Architecture
Architectural History	Engineering	Historic Preservation Planning
Conservation	Folklore	Historic Preservation
Cultural Anthropology	Historic Architecture	History

Members of the HRC receive no compensation and attend 1-2 regular evening meetings each month. Review of materials for meetings averages 1-2 hours per meeting, although in some complex cases review can take up to 3 hours.

An application packet may be obtained from the Community Development Department, Planning Division, 501 SW Madison Avenue, or by calling the Community Development Department, Planning Division, at (541)766-6908. An application is also available on the City's web site at: www.ci.corvallis.or.us (select "What's New"). Completed forms must be returned to this office by 5:00 p.m. Friday, May 28, 2010.

Kathy Louie
Assistant to City Manager/City Recorder

Community Development Planning Division
P. O. Box 1083
Corvallis, OR 97339
(541) 766-6908 Fax 754-1792

CORVALLIS
ENHANCING COMMUNITY LIVABILITY

2010

Historic Resources Commission

Application

Packet

Deadline: Return by 5:00 p.m. Friday, May 28, 2010

THE CITY OF CORVALLIS
Historic Resources Commissioner

The City of Corvallis has been designated a Certified Local Government by the State of Oregon for the purpose of implementing a Historic Preservation program that is consistent with the Comprehensive Plan, the Statewide Planning Goals, and other state and federal guidelines. This program is implemented locally by *Corvallis Municipal Code Section 1.16.325- Historic Resources Commission* (CMC) and the Corvallis Land Development Code (LDC), primarily *Chapter 2.9 - Historic Preservation Provisions* and *Chapter 2.2 - Development District Changes.* Among other actions, these provisions establish the Historic Resources Commission as the decision-making authority for discretionary decisions affecting historic resources. The job of Commissioner on the Historic Resources Commission (HRC) is described below.

I. JOB SUMMARY

- Review and make quasi-judicial decisions on Historic Preservation Permit requests submitted under the provisions of LDC *Chapter 2.9- Historic Preservation Provisions*, Section 2.9.100.04, 2.9.110, and 2.9.120. Such reviews are for situations where a public hearing is required for Alteration and New Construction, Demolition, and/or Moving activities to be carried out on a Designated Historic Resource and/or in a Historic District within the Corvallis city limits. Reviews are processed through a public hearing consistent with state-mandated open meeting requirements and LDC *Chapter 2.0 - Public Hearings.*

- Review and make quasi-judicial decisions in situations where a public hearing is required for Development District Changes that involve either the placement or removal of a Historic Preservation Overlay on a property, consistent with the provisions of LDC *Chapter 2.2- Development District Changes.* Reviews are processed through a public hearing consistent with state-mandated open meeting requirements and LDC *Chapter 2.0- Public Hearings.*

- Review and make quasi-judicial decisions on appeals of the Director's decision on Director-level Historic Preservation Permit requests submitted under the provisions of LDC *Chapter 2.9- Historic Preservation Provisions*, Section 2.9.100.03. Appeals are processed through a public hearing consistent with state-mandated open meeting requirements and LDC *Chapter 2.0 - Public Hearings.*

- Assist in the development and dissemination of training and other informational materials regarding historic resources, historic districts, and application of the City's Historic Preservation provisions. Such materials may include guidelines to assist owners of Designated Historic Resources in discovering options to consider for repair, maintenance, or construction of other improvements to these resources.

- Assist in decisions regarding completion of additional historic resource inventories.

- Assist in planning and implementing activities for Historic Preservation Month each year.

- Periodically attend conferences and other training or information-sharing activities as funding and time commitments allow.

II. DECISION-MAKING AUTHORITY

As a part of its responsibilities, the HRC makes quasi-judicial decisions. These decisions are similar to court proceedings in which affected parties are afforded procedural safeguards. The quasi-judicial process is characteristic of most meetings of the HRC. Personal notice must be mailed to property owners and occupants living within a prescribed distance from the affected area. Unlike legislative cases, the HRC members are expected to avoid outside discussion of the business at hand and must declare any such contacts. The decisions are discretionary.

Although quasi-judicial decisions of the Historic Resources Commission (HRC) are land use decisions, they are focused on the criteria specifically related to Designated Historic Resources. Thus, permit requests from an owner of a Designated Historic Resource that fall within the applicable parameters of LDC *Chapter 2.9 - Historic Preservation Provisions* and some decisions regarding placement or removal of a Historic Preservation Overlay are the purview of the HRC, but decisions regarding other land use issues (e.g., Conditional Development Permits, etc.) are not. Actions meeting the descriptions in Section 2.9.100.03 are reviewed by the Community Development Director administratively, but these may be appealed to the HRC. These types of decisions of the HRC are final decisions unless appealed to the City Council.

As indicated, decisions will be made based on a review of the development proposal against specific criteria. To assist in the decision-making, a staff report will be prepared and presented that provides the analysis needed to make the decision. The staff report will be available one week in advance of the public hearing. It will generally contain a recommended decision to approve, approve with conditions, or deny the requested Historic Preservation Permit. It will also contain findings and conclusions in support of that recommendation. Based on the Commissioners' review of the proposal against the appropriate criteria, the HRC may support the recommendation in the staff report or may arrive at another decision. If a different decision from that recommended in the staff report is arrived at by the HRC, the Commission will need to provide findings and conclusions in support of that decision based on the facts presented during the hearing and the appropriate criteria.

Consistent with this decision-making authority, the City Attorney's Office will provide legal advice as needed. This advice may be provided via staff reports and memoranda or the presence of an attorney at some public hearings.

The HRC also provides comment and direction on other Historic Preservation issues in the community, such as Historic Preservation Month and decisions regarding additional inventory efforts.

III. TIME COMMITMENT

It is expected that the HRC will meet once every month to review and make decisions on Historic Preservation Permits. The length of each meeting will vary depending on the number of permits to be handled. Assume a minimum of one hour.

As indicated, the staff report will be available one week in advance of the hearing. This will allow some time for preparation. If questions or concerns arise during this review, please contact staff in advance of the hearing to allow time to fully address the issue.

Additional assignments or duties (preparation for Historic Preservation Month, development of guidelines, etc.) may require additional time commitments. Generally, the HRC will have control over the number and frequency of such efforts.

IV. QUALIFICATIONS

Qualifications for the HRC are fully articulated in CMC Section 1.16.325. Members shall be appointed by the City Council as follows:

- All Commission members shall fulfill at least one of the following three Primary Attributes:

  > A demonstrated positive interest, competence, or knowledge in historic preservation;

  > Prior experience in a quasi-judicial decision-making capacity; and/or

  > A community-wide perspective on balancing multiple objectives associated with community planning.

- One member of the HRC shall be appointed from each Historic District, and each such member shall reside in and own property in that district.

- One member of the HRC shall be appointed as a representative of Oregon State University.

- To the extent available in the community, five members of the HRC shall meet the qualifications pertaining to the various types and levels of historic resource expertise described in CMC Section 1.16.350. Otherwise, members will be appointed from the general populace.

- The remaining members may be appointed from the general populace.

- Individual members may fulfill multiple categories, though not all combinations are allowed (see CMC).

City Planning Division
501 SW Madison Avenue
Corvallis, OR 97333 Telephone 766-6908

2010 Historic Resources Commission Application

Interview dates: Monday and/or Tuesday, June 14 and/or 15 @ 5:20 p.m.

Please answer the questions that are attached.

Please return to the Planning Division by 5 p.m. Friday, May 28, 2010

Name: _____ Date: _____

Address (home) _____ Phone(h) _____

Address (work) _____ Phone (w) _____

E-mail (work) _____ E-mail(home) _____

Occupation/Profession: _____

Please list each source of income that is 10% or more of your total household income: _____

_____ _____

Please identify your community/civic activities including business or professional organizations:

_____ _____

_____ _____

Please list all financial interests in real property located in Benton County:

_____ _____

_____ _____

Please indicate your interests, qualifications and/or philosophical attitudes toward the responsibilities of a Historic Resources Commissioner: _____

_____

_____

Please indicate any familiarity you might have with historic preservation planning, Corvallis land use regulations, and/or the Oregon State Historic Preservation Office programs.

_____

_____

Certification: I certify the foregoing information to be true and exact to the best of my knowledge.

_____ _____
Candidate's Signature Date

This application provides general biographical information to assist the City Council in making their appointments to the Historic Resources Commission. If you wish to elaborate on any of the above items, please attach additional pages.

Pursuant to State law (ORS 244.050), persons appointed to the PC/HRC are required to file an annual verified statement of economic interest and a quarterly public official disclosure form with the Oregon Government Ethics Commission.

City Council Interviews
Historic Resources Commission

3 Commissioners - terms expire June 30, 2013

Questions

Please answer the following questions and return with your application.

1. Why would you like to be on the Historic Resources Commission, and what do you think is the role of the Historic Resources Commission?

2. Explain your understanding of Historic Preservation in Corvallis.

3. Briefly, tell us about a Historic Preservation decision that interested you and share your observations about the process and the decision.

4. Describe <u>how</u> you meet at least one of the following criteria:

   > A demonstrated positive interest, competence, or knowledge in historic preservation;

   > Prior experience in a quasi-judicial decision-making capacity; and/or

   > A community-wide perspective on balancing multiple objectives associated with community planning.

5. Indicate if you meet at least one of the criteria identified on the following pages: **(Note: It is not required that you meet one of these qualifications to be appointed)**:

1. **Archaeology:** (a) Prehistoric Archaeology - Graduate degree in Anthropology or Prehistoric Archaeology, plus 2.5 years full-time professional experience; or (b) Historic Archaeology - Graduate degree in Anthropology or Historic Archaeology, plus 2.5 years full-time professional experience;

2. **Architectural History:** (a) Graduate degree in Architectural History or a closely related field, plus 2 years full-time professional experience; or (b) an undergraduate degree in Architectural History or a closely related field, plus 4 years full-time professional experience;

3. **Conservation:** (a) Graduate degree in Conservation or a closely related field, plus 3 years full-time professional experience; or (b) an undergraduate degree in Conservation or a closely related field, plus 3 years full-time apprenticeship in the field;

4. **Cultural Anthropology:** (a) Graduate degree in Anthropology with specialization in Applied Cultural Anthropology, plus 2 years full-time professional experience; or (b) an undergraduate degree in anthropology with specialization in applied cultural anthropology, plus 4 years full-time professional experience;

5. **Curation:** (a) Graduate degree in Museum Studies or a closely related field, plus 2 years full-time professional experience; or (b) an undergraduate degree in Museum Studies or a closely related field, plus 4 years full-time professional experience;

6. **Engineering:** (a) State Government-recognized license to practice Civil or Structural Engineering plus 2 years full-time professional experience; or (b) a Masters of Civil Engineering degree with course work in Historic Preservation or a closely related field, plus 2 years full-time professional experience; or © a Bachelor's of Civil Engineering degree with one year of graduate study in Historic Preservation or a closely related field, plus 2 years full-time professional experience;

7. **Folklore:** (a) Graduate degree in Folklore or a closely related field, plus 2 years full-time professional experience; or (b) an undergraduate degree in Folklore or a closely related field, plus 4 years full-time professional experience;

8. **Historic Architecture:** (a) State Government-recognized license to practice Architecture plus 2 years full-time professional experience; or (b) a Masters of Architecture degree with course work in Historic Preservation or a closely related field, plus 2 years full-time professional experience; or © a Bachelor's of Architecture with one year of graduate study in Historic Preservation or a closely related field plus 2 years full-time professional experience;

9. **Historic Landscape Architecture:** (a) a State Government-recognized license to practice Landscape Architecture plus 2 years full-time professional

experience; or (b) a Masters degree in Landscape Architecture with course work in Historic Preservation or a closely related field, plus 2 years full-time professional experience; or © a four or five year Bachelor's degree in Landscape Architecture plus 3 years full-time professional experience;

10. **Historic Preservation Planning:** (a) State Government-recognized certification or license in Land Use Planning, plus 2 years full-time professional experience; or (b) a graduate degree in Planning with course work in Historic Preservation or a closely related field, plus 2 years full-time professional experience; or © an undergraduate degree in Planning with course work in Historic Preservation or a closely related field, plus 4 years full-time professional experience;

11. **Historic Preservation:** (a) Graduate degree in Historic Preservation or a closely related field, plus 2 years full-time professional experience; or (b) an undergraduate degree in Historic Preservation or a closely related field, plus 4 years full-time professional experience; or

12. **History:** (a) Graduate degree in History or a closely related field, plus 2 years full-time professional experience; or (b) an undergraduate degree in History or a closely related field, plus 4 years full-time professional experience.

MEMORANDUM

TO: Mayor and City Council

FROM: Steve Rogers, Public Works Director SR

DATE: April 2, 2010

SUBJECT: Comcast Rate Filings, Federal Forms 1240 and 1205

ISSUE

The local cable provider is required to file federal forms 1240 and 1205 with the Federal Communications Commission (FCC) and the local franchising authority a minimum of ninety days prior to the effective date of a proposed annual rate increase of a regulated basic tier programming service, equipment charge and/or installation fee.

DISCUSSION

Federal forms 1240 and 1205 represent Comcast's annual federal filing for potential adjustments to basic tier programming service, equipment charges and installation fees for its cable services offered within the city. Comcast has chosen April 1, 2010 as its filing date which permits the company to seek a rate increase within the franchise area any time after July 1, 2010.

The FCC regulations are a benchmark system whereby a cable operator's rates are compared to a set of charges that approximate the rates that a cable operator facing competition would charge. The maximum permitted rate, once approved, becomes the benchmark rate from which future adjustments can be made. The cable company is allowed to 'true-up' costs for current and projected periods taking into account inflation, external costs (such as programming and copyright fees), and other factors including franchise-related costs and use this to set rates up to the maximum permitted rate. If the cable company believes it has incurred higher costs and requires higher rates, its rates are allowed to exceed the benchmark or maximum permitted rate provided that is has appropriate documentation.

The FCC maximum permitted rate changes from year to year, and the cable company's current rate could be higher than this year's maximum rate. In these cases, the operator must select a new rate lower or equal to the maximum rate.

Federal Form 1240 - Basic Tier Programming Service

Federal Form 1240 is an annual filing used for reporting cable operator costs associated with the offering of basic tier programming services. As the local franchising authority, the City is certified with the FCC to regulate the rates for basic tier programming services. The rate regulations the City enforces are regulations the FCC has adopted.

For the basic tier, there are no planned channel lineup changes within the next year.

This year the maximum rate for basic tier programming has been increased to $17.17, thus Comcast may increase the current rate for basic tier programming from the current rate of $11.52 to $17.17.

Service	Maximum Permitted Rate	Current Rate	Operator-Selected Rate
Basic Tier Programming Service	$17.17	$11.52	$17.17

Federal Form 1205 - Equipment, Maintenance and Installation Costs

Federal Form 1205 is an annual filing used to determine company-wide averages for customer equipment, maintenance and installation costs, including labor hours associated with the offering of these services. A sampling of cable systems nationwide is conducted to determine maximum permitted charges. The table below provides a breakdown of the maximum permitted rate for each service, the current rate, and the operator-selected rate.

Service	New Maximum Permitted Rate	Current Rate	New Comcast-Selected Rate
Hourly Charge	$31.90	$31.99	$30.99
Install-Unwired Home	$42.91	$44.99	$41.99
Install-Prewired Home	$29.57	$30.99	$26.99
Install Additional Outlet (with initial connect)	$15.74	$16.99	$14.99
Install Additional Outlet (separate connect)	$25.91	$27.99	$20.99
Relocate Outlet	$22.70	$19.99	$16.99
Install Upgrade (non-addressable)	$16.13	$15.99	$14.99
Install Downgrade (non-addressable)	$12.03	$9.99	$10.99
Install Upgrade/Downgrade (addressable)	$1.99	$1.99	$1.99
Connect VCR - Initial	$8.29	$8.99	$7.99
Connect VCR - Separate	$16.16	$15.99	$15.99
Remote Control	$0.23	$0.20	$0.20
Converter Box - Basic Service	$.95	$1.00	$.95
Converter Box - All Others Excluding HD	$2.76	$3.20	$2.75
Converter Box (HD & HDDVR)	$8.02	$8.00	$8.00
CableCARD	$1.77	$0.00	N/C
2nd CableCARD-TiVo Series 3/CPE	$1.51	$1.79	$1.50
Customer Trouble Call	$28.66	$27.99	$27.99

CONCLUSION

The City has no authority to prevent the cable operator from increasing rates for basic tier programming services, equipment charges and installation fees equal to the maximum permitted rate.

RECOMMENDATION

No City Council action is necessary; this report is for information only.

Review and Concur:

Jon S. Nelson, City Manager

MEMORANDUM

From: Ken Gibb, Community Development Director

To: Mayor and City Council

Date: April 15, 2010

Re: Phones Plus Appeal of Notice of Violation (VIO09-00648): Notice of Disposition and Formal Findings (LDO09-00016)

On March 15, 2010, the City Council held a public hearing on the above-referenced case. After closing the public hearing, the appellant requested an opportunity to provide a final written argument within seven days. The appellant's final written argument was submitted on March 19, 2010. The City Council deliberated and decided to deny the appeal on April 5, 2010, thereby affirming the Land Development Hearings Board decision to uphold the Director's interpretation of Land Development Code provisions related to Variable Message Signs.

Enclosed with this memorandum are the draft Notice of Disposition, and Formal Findings and Conclusions, for the appeal.

The following motion is recommended to adopt the enclosed Formal Findings and Conclusions for the Phones Plus Appeal of Notice of Violation (VIO09-00648):

MOTION: I move to adopt the draft Formal Findings and Conclusions, from the April 15, 2010, memorandum from the Community Development Director to the Mayor and City Council, in support of the City Council's decision to deny the appeal, thereby affirming the decision of the Land Development Hearings Board to uphold the Director's interpretation of Land Development Code provisions related to Variable Message Signs.

Review and Concur:

Jon S. Nelson,
City Manager

Review and Concur:

Scott Fewel,
City Attorney

Community Development
Planning Division
501 SW Madison Avenue
P.O. Box 1083
Corvallis, OR 97339-1083
(541) 766-6908
FAX: (541) 754-1792
Planning@ci.corvallis.or.us

CORVALLIS CITY COUNCIL
NOTICE OF DISPOSITION

ORDER NO. 2010-020

CASE: **Phones Plus Appeal of Notice of Violation (VIO09-00648)**

REQUEST: An appeal of the Land Development Hearings Board decision on an appeal of the issuance of a notice of violation (VIO09-00648) by the Code Enforcement Supervisor. The Notice of Violation stated that the City had received complaints of illegal signs on the property, and requested that all illegal signs be removed. Illegal signs identified on the property included pennant signs in the public right-of-way and a Variable Message Sign placed in the interior of the building but visible exclusively from the exterior through a window. Specifically, the appellant is appealing the interpretation that under the sign standards of Land Development Code Chapter 4.7, the message or copy of the Variable Message Sign may not change more than once every 20 minutes.

APPELLANT/ OWNER: Chris Cheeley, President
Phones Plus, Inc.
303 NW Harrison Blvd.
Corvallis, OR 97330

LOCATION: The subject property is located at 303 NW Harrison Blvd., on the northwest corner of the intersection of NW Harrison Blvd. and NW 3rd St. The subject site is also identified on Benton County Assessor's Map 11-5-35 DB, as Tax Lot 11100.

DECISION: The City Council held a duly-advertised *de novo* public hearing on the appeal on March 15, 2010. After closing the public hearing, the appellant requested an opportunity to provide a final written argument within seven days. The appellant's final written argument was submitted on March 19, 2010. The City Council deliberated and reached a tentative decision on the appeal on April 5, 2010. After consideration of all the testimony and evidence, the City

Council voted to affirm the Land Development Hearings Board's decision to deny the appeal, thereby upholding the Director's interpretation of Land Development Code provisions related to Variable Message Signs. On April 19, 2010, the City Council adopted Formal Findings in support of its decision.

If you wish to appeal this decision, an appeal must be filed with the State Land Use Board of Appeals within 21 days from the date of the decision.

The proposal, staff report, hearing minutes, memoranda to City Council, and findings and conclusions may be reviewed at the Community Development Department, Planning Division, City Hall, 501 SW Madison Avenue.

_____

Charles C. Tomlinson
Mayor, City of Corvallis

Signed: April 20, 2010
LUBA Appeal Deadline: May 11, 2010

Attachment: City Council Adopted Formal Findings

BEFORE THE CITY COUNCIL
OF THE CITY OF CORVALLIS

FINDINGS – 303 NW HARRISON BLVD. - APPEAL OF DIRECTOR'S INTERPRETATION OF LAND DEVELOPMENT CODE PROVISIONS RELATED TO VARIABLE MESSAGE SIGNS

In the matter of a City Council decision regarding the Director's interpretation of Land Development Code provisions related to Variable Message Signs, and to affirm the Land Development Hearings Board's decision, and deny the appeal.	))))))	**VIO09-00648**

PREAMBLE

This matter before the Corvallis City Council is a decision regarding an appeal of a Land Development Hearings Board (LDHB) decision to uphold the Community Development Director's interpretation of Land Development Code provisions related to Variable Message Signs. A Notice of Violation was issued on October 13, 2009, due to pennant signs located in the public right-of-way and a large Variable Message Sign (approximately 9 ft. width by 5-ft. height) located on the interior of the building but pushed up against a window so as to be exclusively visible from the exterior. The Notice of Violation cited and paraphrased the violated Land Development Code sections as follows:

> *Section 4.7.50 Prohibited Signs*
> *The following types of signs are specifically prohibited:*
> *(a) Signs that obstruct the Vision Clearance Area*
> *(f) Signs in the public right-of-way (ROW)*
> *(g) Signs that flash, blink, fluctuate, or have chaser, scintillating, or speller effects…*
> *(j) Pennants, flags, and banners.*
>
> *Section 4.7.80.07 General Requirements for Variable Message Signs*
> *(a) The interval of change in the message or copy of a variable message sign, whether manual or automated, may not be less than 20 minutes. In no case shall the sign exhibit characteristics of those signs prohibited in Section 4.7.50 (g).*

The subject property is located at 303 NW Harrison Blvd. The subject site is also identified on Benton County Assessor's Map 11-5-35-DB, as Tax Lot 11100. The property is currently occupied by Phones Plus, Inc., a retail outlet for Verizon Wireless.

The Notice of Violation was issued on October 13, 2009. On October 26, 2009, the owner of Phones Plus, Inc., Chris Cheeley, submitted an appeal of the Director's determination of violation. The appeal was specific to the interpretation of Land

Development Code provisions related to the Variable Message Sign. The LDC specifies that the Land Development Hearings Board (LDHB) shall review decisions of the Director upon appeal.

The Corvallis LDHB conducted a public hearing on the above-referenced appeal on December 16, 2009. Following the public hearing and deliberation, the LDHB decided to uphold the Community Development Director's interpretation of Land Development Code provisions related to the Variable Message Sign, and to deny the appeal. A Notice of Disposition was signed on December 17, 2009 (Order # 2009-088).

On December 29, 2009, the appellant filed an appeal of the LDHB decision. The LDC specifies that the City Council shall review decisions of the LDHB upon appeal. A public hearing before the City Council was originally scheduled for February 16, 2010. However, at the request of the appellant and prior to public notice, the City Council hearing was re-scheduled for March 15, 2010.

The City Council held a duly advertised *de novo* public hearing on the appeal on March 15, 2010. After closing the public hearing, the appellant requested an opportunity to provide a final written argument within seven days. The appellant's final written argument was submitted on March 19, 2010. The City Council deliberated and reached a tentative decision on the appeal on April 5, 2010.

After consideration of all the testimony and evidence, the City Council voted to affirm the LDHB's decision, denying the appeal and thereby upholding the Director's interpretation of Land Development Code provisions related to Variable Message Signs.

Applicable Criteria and Referenced Documents

All applicable legal criteria governing review of this appeal are located in the public notice for the December 16, 2009, LDHB public hearing; the Staff Report to the LDHB, dated December 4, 2009; the minutes of the December 16, 2009, LDHB public hearing; the public notice for the March 15, 2010, City Council public hearing, the staff memorandum to the City Council dated March 8, 2010, and the minutes of the City Council public hearing and deliberations dated March 15, 2010, and April 5, 2010, respectively.

FINDINGS AND CONCLUSIONS RELATED TO THE APPEAL OF THE DIRECTOR'S INTERPRETATION OF LAND DEVELOPMENT CODE PROVISIONS RELATED TO VARIABLE MESSAGE SIGNS (VIO09-00648)

A. General Discussion

1. All of the above-referenced documents shall be referred to in these findings as the "Incorporated Findings". The findings below, (the "Supplemental Findings"), supplement and elaborate upon the findings contained in the materials noted above, all of which are incorporated herein. Specific citations of the Incorporated Findings are included below where they support the associated Supplemental

Findings made by the City Council. When there is a conflict between the Supplemental Findings and the Incorporated Findings, the Supplemental Findings shall prevail.

2. The City Council accepts and adopts those findings made in the Staff Report to the Land Development Hearings Board, dated December 4, 2009, that support denial of the appeal. The City Council adopts as findings those portions of the Minutes of the December 16, 2009, LDHB meeting that demonstrate support for denying the appeal.

3. The City Council accepts and adopts those findings made by the Community Development Director in the Memorandum to Mayor and City Council, dated March 8, 2010, that support denial of the appeal. The City Council adopts as findings, those portions of the Minutes of the City Council meeting dated March 15, 2010, that demonstrate support for affirming the LDHB's decision and denying the appeal. The City Council accepts and adopts those findings made by the Community Development Director in the Memorandum to Mayor and City Council, dated March 29, 2010, that support denial of the appeal. The City Council specifically accepts and adopts as findings the rationale given during deliberations in the April 5, 2010, meeting by Council Members expressing their support for denying the appeal.

4. The City Council notes that the record contains all information needed to evaluate the appeal in relation to the applicable requirements of the Land Development Code. The City Council notes that the Council considered the grounds of the appeal and other issues raised through public testimony, and that the basis for their decision is limited to the considerations identified in the Incorporated and Supplemental Findings.

SUPPLEMENTAL FINDINGS:

The following supplemental findings specifically address issues raised by the appellant in the appeals to the LDHB and City Council.

B. Applicability of Land Development Code Sign Regulations to Variable Message Sign

The appellant argues that because the Variable Message Sign is located inside a building, displayed in a window, it is therefore exempt from the requirements of LDC Chapter 4.7 – Sign Regulations, including Section 4.7.80.07 - General Requirements for Variable Message Signs. As such, the interval of change in the message or copy of the sign is not subject to any specific standard.

Applicable LDC Criteria

Section 4.7.70 - EXEMPTIONS FROM SPECIFIC REQUIREMENTS OF REGULATIONS

The following types of graphic communication are exempt from one or more requirements of this Chapter, but shall comply with other applicable provisions. They are not subject to allocation limits specified in sections 4.7.80 and 4.7.90 below. Limitations on number and size of these classes of signs, if any, are noted below.

h. Signs that communicate only to persons inside buildings or building complexes or on private property shall be exempt from the provisions of these regulations.

i. Signs, decorations, and displays inside of windows or attached to the inside of a window are exempt from these requirements, except those signs prohibited by Section 4.7.50.

Section 4.7.80 - ALLOCATION PROVISIONS AND DESIGN STANDARDS BY TYPE OF SIGN

4.7.80.07 - General Requirements for Variable Message Signs

a. The interval of change in the message or copy of a variable message sign, whether manual or automated, may not be less than twenty minutes. In no case shall the sign exhibit characteristics of those signs prohibited in Section 4.7.50.g.

b. Signs that display time and temperature information are exempt from the interval of change limitation of Section 4.7.80.07.a. above.

Section 4.7.50 - PROHIBITED SIGNS

No person shall erect, install, maintain, alter, repair, remove, or use (or cause or allow such action) any sign unless specifically authorized by these regulations. No permit shall be issued for the erection, display, or maintenance of any sign in violation of these regulations. The following types of signs are specifically prohibited:

g. Signs that flash, blink, fluctuate, or have chaser, scintillating, or speller effects, including search lights;

1. The City Council notes that LDC Section 4.7.70 includes two distinct exemptions for indoor signs: Section 4.7.70.h exempts signs that communicate only to persons inside buildings or building complexes, and Section 4.7.70.i exempts signs displayed inside windows. The Council notes that the exemption for signs that communicate only to persons inside buildings or building complexes does not apply to the Variable Message Sign, since it is exclusively visible from the exterior of the Phones Plus building, and is clearly visible from adjacent public rights-of-way; therefore, the only applicable exemption is that listed under Section 4.7.70.i.

2. The City Council notes that Section 4.7.70.i exempts signs displayed inside of windows from one or more requirements of the Land Development Code sign standards. The Council notes that the only specific exemption allowed under this Section is to the allocation limits specified in Sections 4.7.80 and 4.7.90. The Council notes that the plain language of Section 4.7.70.i does not allow any additional specific exemptions from Code requirements.

3. The City Council notes that the allocation limits specified in Sections 4.7.80 and 4.7.90 set forth the maximum amount of signage allowed on a given property, and are determined by multiplying the length of a property's primary street frontage by a "primary frontage multiple" that varies by zone. The Council notes that the general requirements for Variable Message Signs listed under Section 4.7.80.07 are not allocation limits, and are therefore not standards from which a sign displayed inside of a window is specifically exempt.

4. The Council notes that it is explicitly clear within the language of Section 4.7.70.i that signs which are displayed inside of windows, and which exhibit characteristics prohibited under Section 4.7.50, are not exempt from the requirements of Chapter 4.7, and are therefore not allowed. The Council notes that of all the exempt sign types listed under Section 4.7.70, signs displayed in windows are the only type that specifically reference the prohibitions listed under Section 4.7.50.

5. The City Council notes that LDC Section 4.7.50 lists 14 sign types that are specifically prohibited, including, under Section 4.7.50.g, signs that flash, blink, fluctuate, or have chaser, scintillating, or speller effects. The Council notes that the Land Development Code does not define the terms "flash", "blink", "fluctuate", "chaser", "scintillating" or "speller", and that dictionary definitions for these terms are not exact. The Council notes that in the absence of exact definitions for these terms, Section 4.7.80.07.a provides a clear and objective standard on which to base a determination of whether a sign exhibits certain characteristics prohibited under Section 4.7.50.g.

6. The City Council notes that Section 4.7.80.07.a may be utilized to inform the meaning of terms such as "fluctuate", as used in Section 4.7.50.g, even if Section 4.7.80.07.a does not independently apply to signs displayed inside windows.

7. The City Council notes that Section 4.7.80.07.a does not contradict the prohibitions listed under Section 4.7.50.g; rather, the provision is specifying an exception to the prohibitions. For example, the only "fluctuation" permitted is that which takes place no more than once every 20 minutes. The Council notes that the intent is thus a statement of acceptable fluctuation rate. The Council notes that any perceived ambiguity is clarified in the Planning Commission's September 3, 2003, minutes (see LDT03-00003), and hereby adopts the reasoning expressed in the motion found on page 17 of the minutes, in support of denying the appeal. The Council notes that the actual wording of the relevant motion is identical to the two sentences of Section 4.7.80.07.a; the permission of

a 20-minute change rate is specified in the first sentence, and paired with the prohibitions referred to in the second sentence.

8. Based on the preceding analysis, the City Council finds that a Variable Message Sign which changes message or copy more frequently than once every twenty minutes is prohibited under Section 4.7.50.g. The Council finds that a sign displayed inside a window is subject to the prohibitions listed under Section 4.7.50.g, and is therefore subject to this interpretation.

C. Interpretation of Terms Listed Under Section 4.7.50.g

The appellant argues that if the Variable Message Sign was programmed to display at intervals of not less than ten seconds, it would not exhibit any of the characteristics prohibited under Section 4.7.50.g.

Applicable LDC Criteria

Section 1.6.10 – GENERAL MEANINGS OF WORDS

All words and terms assume their dictionary definitions unless they are specifically defined in this Code or the context in which they are used clearly indicates to the contrary.

Section 4.7.50 - PROHIBITED SIGNS

No person shall erect, install, maintain, alter, repair, remove, or use (or cause or allow such action) any sign unless specifically authorized by these regulations. No permit shall be issued for the erection, display, or maintenance of any sign in violation of these regulations. The following types of signs are specifically prohibited:

g. Signs that flash, blink, fluctuate, or have chaser, scintillating, or speller effects, including search lights;

Section 4.7.80 - ALLOCATION PROVISIONS AND DESIGN STANDARDS BY TYPE OF SIGN

4.7.80.07 - General Requirements for Variable Message Signs

a. The interval of change in the message or copy of a variable message sign, whether manual or automated, may not be less than twenty minutes. In no case shall the sign exhibit characteristics of those signs prohibited in Section 4.7.50.g.

b. Signs that display time and temperature information are exempt from the interval of change limitation of Section 4.7.80.07.a. above.

Dictionary Definitions for Terms Listed Under Section 4.7.50

(Source: The American Heritage Dictionary of the English Language, copyright 1969, 1970, 1971, 1973, 1975 by American Heritage Publishing, Inc.)

Flash: 1. To occur or emerge suddenly in; or as if in, flame. 2. To appear or be perceived for an instant only. 3. To be lighted intermittently; sparkle; scintillate. 4. To move rapidly.

Blink: **A flash of light; a gleam; a twinkle; a glimmer.**

Fluctuate: **To vary irregularly.**

Chaser: **One that pursues or chases.**

Scintillate: **1. To throw off sparks; flash. 2. To sparkle or shine. 3. To be animated and brilliant.**

Speller: **One who spells words.**

1. The City Council notes that the terms listed under Section 4.7.50.g are not defined in the Land Development Code. The Council notes that under LDC Section 1.6.10, all words and terms assume their dictionary definitions when they are not specifically defined in the Code.

2. The City Council notes that the dictionary definitions for the terms listed under Section 4.7.50.g are not exact, as one person's interpretation of what constitutes "flashing", "blinking", "fluctuating", etc., may be very different from another's. The Council notes that reading the definitions alone does not provide any non-discretionary, clear and objective indications of when a sign begins or ceases to exhibit characteristics prohibited under Section 4.7.50.g.

3. The City Council notes that Section 4.7.80.07.a, which sets forth standards under which a Variable Message Sign is allowed to operate, provides a non-discretionary, clear and objective indication of when a sign may begin or cease to exhibit characteristics prohibited under Section 4.7.50.g.

4. The City Council notes that the appellant offers insufficient evidence to support his contention that a 10-second interval is more reasonably consistent with the purposes and standards of the Land Development Code than a 20-minute interval. The Council notes that nothing within the Code supports a 10-second interval, or any other interval or interpretation other than the existing 20-minute interval set forth in Section 4.7.80.07.a.

5. Based on the preceding analysis, and on the analysis and findings presented in Supplemental Finding C above, the City Council finds that a Variable Message Sign programmed to display message or copy at intervals of 10 seconds would be in violation of LDC Section 4.7.50.g.

D. LDC Section 4.7.50 Does Not Prohibit Variable Message Signs

The appellant argues that LDC Section 4.7.50 clearly lists all of the signs that are prohibited, and that Variable Message Signs are not prohibited.

Applicable LDC Criteria

Section 4.7.50 - PROHIBITED SIGNS

No person shall erect, install, maintain, alter, repair, remove, or use (or cause or allow such action) any sign unless specifically authorized by these regulations. No permit shall be issued for the erection, display, or maintenance of any sign in violation of these regulations. The following types of signs are specifically prohibited:

a. **Signs that obstruct the Vision Clearance Area, as defined by the City Engineer, of a street or driveway intersection in zones that have a front-yard setback requirement;**

b. **Signs that obstruct ingress or egress through any door, window, fire escape, standpipe, or like facility required or designated for safety or emergency use;**

c. **Signs that may be confused with public traffic signs or highway identification signs, or appear graphically similar to these types of signs;**

d. **Signs that use words such as STOP, SLOW, CAUTION, LOOK, DANGER, or any other word, phrase, symbol, or character that may mislead or confuse motorists;**

e. **Signs or sign structures determined by the Building Official to constitute a hazard to the public safety or health by reason of poor structural design or construction, inadequate maintenance, lack of repair, or dilapidation;**

f. **Signs located on or above public rights-of-way without written consent of the applicable jurisdiction, unless permitted by Sections 4.7.70 through 4.7.90, below. This includes, but is not limited to: sandwich boards, posters on utility poles, political signs in parking strips, and signs on sidewalks;**

g. **Signs that flash, blink, fluctuate, or have chaser, scintillating, or speller effects, including search lights;**

h. **Signs that move or have any moving part. This includes movement by mechanical, electrical, or kinetic means, wind currents, or any other means;**

i. **Signs that inflate, including balloons and blimps;**

j. **Pennants, flags, and banners. See Section 4.7.70.b regarding official national, state, and local flags and Section 4.7.80.05 regarding temporary banners;**

k. **Roof signs including those projecting more than four ft. above an eave on sloped roofs, or four ft. above the parapets on flat roofs;**

l. **Signs with visible A-frames, trusses, or guy wires as part of the sign or sign structure;**

m. **Signs placed on, affixed to, or painted on any motor vehicle, trailer, or other mobile structure not registered, licensed, and insured for use on public highways; and**

n. **Handbills, including any notice, placard, poster, showbill, dodger, circular, pamphlet, booklet, letter, folder, sheet, sticker, or banner, except as permitted by the Corvallis Criminal Code.**

1. The City Council agrees that Variable Message Signs are not prohibited; they are allowed under the provisions of LDC Section 4.7.80.07.

2. The City Council notes that the provisions of Section 4.7.50 generally address the public safety and aesthetic effects of signage, without the need to specify the type (blade, banner, variable message, etc.) of a potentially offending sign. Based on this analysis, the Council finds that the omission of the term "variable message" as a sign category within Section 4.7.50 is irrelevant, as the prohibitions focus on negative safety and aesthetic effects, regardless of category.

E. Time and Temperature Time Exemption

The appellant argues that if a Variable Message Sign is programmed to display any time and temperature information, then the entirety of the sign message, in addition to the text regarding time and temperature, is exempt from the 20-minute interval of change limitation under LDC Section 4.7.80.07.b.

Applicable LDC Criteria

Section 1.2.10 – RULES OF CONSTRUCTION

This Code shall be construed liberally in order to achieve its purposes. Unless specifically prescribed otherwise in this Code, the following provisions shall govern its interpretation and construction:

a. **When consistent with the context, words in the present tense include the future, words in plural include the singular, and words in singular include the plural.**

b. **Unless specified otherwise in this Code, any action authorized or required to be taken by the City may be accomplished by the Council or by an official or agent designated by the Council.**

Section 4.7.10 – PURPOSES

The City's sign regulations serve the community by doing the following:

a. **Requiring sound construction and maintenance of signs, and by limiting the number of visual images communicated;**

b. **Providing an equitable opportunity to use signs as a communication medium outside of public rights-of-way;**

c. **Providing standards for location, size, type, and number of signs; and**

d. **Providing reasonable limits on the magnitude and extent of graphic communication presented to the public.**

Section 4.7.80 - ALLOCATION PROVISIONS AND DESIGN STANDARDS BY TYPE OF SIGN

4.7.80.07 - General Requirements for Variable Message Signs

a. **The interval of change in the message or copy of a variable message sign, whether manual or automated, may not be less than twenty minutes. In no case shall the sign exhibit characteristics of those signs prohibited in Section 4.7.50.g.**

b. **Signs that display time and temperature information are exempt from the interval of change limitation of Section 4.7.80.07.a. above.**

1. The City Council notes that prior to 2003, the Land Development Code prohibited signs that had copy changeable by other than manual means, except for time and temperature signs that were part of a permanent sign otherwise in conformance with the Code. The Council notes that in 2003, the Land Development Code was amended to allow Variable Message Signs as currently defined and regulated (see LDT03-00003). The Council incorporates by reference the findings of the Land Development Hearings Board and City Council for LDT03-00003, which are attached as Appendix VI to the May 8, 2010, Memorandum to Mayor and City Council regarding the subject appeal.

2. The City Council notes that, as the changes proposed through LDT03-00003 were considered, the primary concerns with allowing automatically-controlled Variable Message Signs were vehicular safety and aesthetics (see page 6 of Appendix VI to the May 8, 2010 Memorandum to Mayor and City Council, incorporated by reference in Supplemental Finding E.1 above.) The Council notes that in evaluating the proposed changes, careful consideration was given to how operational standards would be applied to address these concerns, and to ensure consistency with the City's Comprehensive Plan Policies and compatibility review criteria. The Council notes that, according to Finding 3 on page 6 of the Council's findings approving LDT03-00003, "the rate of change in any variable message sign is the single most important characteristic to regulate..." The Council notes that regulating the rate of change was accomplished by adopting the operational standards now set forth in LDC Section 4.7.80.07.

3. The City Council notes that prior to LDT03-00003, automatically-changing time and temperature signs were allowed with no interval of change restriction. The Council notes that the exemption incorporated under 4.7.80.07.b was intended to preserve this allowance, based on the finding that since time and temperature typically involve four or fewer characters, the amount of time for a motorist to be potentially distracted is minimal, and therefore community values related to public safety and aesthetics are not compromised.

4. The City Council notes that two of the primary purposes of the Sign Code are to "limit the number of visual images communicated" and to provide "reasonable limits on the magnitude and extent of graphic communication presented to the public." The Council notes that under LDC Section 1.2.10, the "Code shall be construed liberally in order to achieve its purposes."

5. Based on the preceding analysis, the City Council finds that the exemption set forth in LDC Section 4.7.80.07.b applies exclusively to the interval of change in the display of the time and temperature. The Council finds that all elements of a Variable Message Sign beyond the time and temperature are subject to the 20-minute interval of change standard. The Council finds that allowing all elements of a Variable Message Sign a full exemption from the 20-minute interval of change standard, simply because the sign is programmed to occasionally display the time and temperature, would be contrary to the legislative intent of Section 4.7.80.07 and the purposes of the Sign Code.

F. Unconstitutional Restraint of Commercial Free Speech

The appellant argues that LDC Sections 4.7.50 (Prohibited Signs) and 4.7.80.07.b (Time and Temperature Sign exemption) constitute subjective prior restraint unrelated to a valid public purpose, and are therefore an unconstitutional restraint of commercial free speech.

Applicable LDC Criteria

Section 4.7.50 - PROHIBITED SIGNS

No person shall erect, install, maintain, alter, repair, remove, or use (or cause or allow such action) any sign unless specifically authorized by these regulations. No permit shall be issued for the erection, display, or maintenance of any sign in violation of these regulations. The following types of signs are specifically prohibited:

g. Signs that flash, blink, fluctuate, or have chaser, scintillating, or speller effects, including search lights;

Section 4.7.80 - ALLOCATION PROVISIONS AND DESIGN STANDARDS BY TYPE OF SIGN

4.7.80.07 - General Requirements for Variable Message Signs

a. The interval of change in the message or copy of a variable message sign, whether manual or automated, may not be less than twenty minutes. In no case shall the sign exhibit characteristics of those signs prohibited in Section 4.7.50.g.

b. Signs that display time and temperature information are exempt from the interval of change limitation of Section 4.7.80.07.a. above.

1. The City Council notes that the provisions of LDC Sections 4.7.50 and 4.7.80.07.b are content-neutral, were imposed for reasons of public safety, aesthetics and other public purposes, and were imposed under reasonable time, place and manner restrictions.

2. The City Council notes that, with respect to the time and temperature exemption under Section 4.7.80.07.b, time and temperature typically involve four or fewer characters, so the amount of time for a motorist to be potentially distracted is minimal. The Council notes that an exemption to the 20-minute interval of change restriction for Variable Message Signs, applied exclusively to the time and temperature, is consistent with community values related to public safety and aesthetics.

3. The City Council notes that crash data provided by the Oregon Department of Transportation indicates that 53 accidents were reported at the NW 3rd St. / Harrison Blvd. intersection from January 2, 2005, through January 31, 2008. The Council notes that, within this time period, the number of accidents reported for this intersection was higher than for every other intersection studied with the exception of one (9th St. & Circle Blvd.). The Council notes that the unusually high number of accidents reported at this intersection underscores the importance of regulating potentially-distracting signs.

4. Based on the preceding analysis, the City Council finds that the regulations imposed under LDC Sections 4.7.50 and 4.7.80.07.b do not constitute an impermissible prior restraint on expression.

G. VIOLATION OF ORS 174.010

The appellant argues that to apply Section 4.7.80.07 to the indoor Variable Message Sign is to "insert that which has been omitted", and that such application violates ORS 174.010.

Applicable LDC Criteria

Section 4.7.80 - ALLOCATION PROVISIONS AND DESIGN STANDARDS BY TYPE OF SIGN

4.7.80.07 - General Requirements for Variable Message Signs

a. The interval of change in the message or copy of a variable message sign, whether manual or automated, may not be less than twenty minutes. In no case shall the sign exhibit characteristics of those signs prohibited in Section 4.7.50.g.

b. Signs that display time and temperature information are exempt from the interval of change limitation of Section 4.7.80.07.a. above.

Applicable Oregon Revised Statutes

ORS 174.010- General Rule for Construction of Statutes. **In the construction of a statute, the office of the judge is simply to ascertain and declare what is, in terms or in substance, contained therein, not to insert what has been omitted, or to omit what has been inserted; and where there are several provisions or particulars such construction is, if possible, to be adopted as will give effect to all.**

ORS 174.020 - Legislative intent; general and particular provisions; consideration of legislative history.
(1)(a) In the construction of a statute, a court shall pursue the intention of the legislature if possible.
(1)(b) To assist a court in its construction of a statute, a party may offer the legislative history of the statute.
(2) When a general and particular provision are inconsistent, the latter is paramount to the former so that a particular intent controls a general intent that is inconsistent with the particular intent.
(3) A court may limit its consideration of legislative history to the information that the parties provide to the court. A court shall give the weight to the legislative history that the court considers to be appropriate.

ORS 197.829. Board to affirm certain local government interpretations.
(1) The Land Use Board of Appeals shall affirm a local government's interpretation of its comprehensive plan and land use regulations, unless the board determines that the local government's interpretation:
- **(a) Is inconsistent with the express language of the comprehensive plan or land use regulation;**
- **(b) Is inconsistent with the purpose for the comprehensive plan or land use regulation;**
- **(c) Is inconsistent with the underlying policy that provides the basis for the comprehensive plan or land use regulation; or**
- **(d) Is contrary to a state statute, land use goal or rule that the comprehensive plan provision or land use regulation implements.**

(2) If a local government fails to interpret a provision of its comprehensive plan or land use regulations, or if such interpretation is inadequate for review, the board may make its own determination of whether the local government decision is correct.

1. The City Council re-emphasizes that Section 4.7.80.07.a may be utilized to inform the meaning of the term "fluctuate", as used in Section 4.7.50.g, even if Section 4.7.80.07.a does not independently apply to signs displayed inside windows. The City Council notes that utilization of an existing code section, to inform an interpretation of another, less clear, code section, does not constitute an "insertion of what has been omitted". ***See also Supplemental Findings B and C above.***

2. The City Council notes that ORS 174.010 is a codification of a common rule of statutory construction to not omit or add terms, and to interpret so as to give effect to all provisions of legislation. The Council notes that ORS 174.020 codifies the "cardinal rule" to pursue and give effect to the intention of the legislation.

3. The City Council notes that in the context of a land use regulation, as provided in ORS 197.829, the Oregon Land Use Board of Appeals (LUBA) must affirm a

city's interpretation of its code unless that interpretation is "inconsistent with the express (plain) language" of the code. The Council notes that the Oregon Court of Appeals has rendered "inconsistent" with the language of the code to mean "implausible", given the interpretive principles that ordinarily apply to the construction of ordinances under the rules of Oregon Supreme Court Case PGE v. Bureau of Labor and Industries. The Council notes that in sum, LUBA is directed by ORS 197.829 to defer to a local government's interpretation of local land use regulations, so long as the local government's interpretation is consistent (plausible) with the express language, is consistent (plausible) with the apparent purpose of the language, and is consistent (plausible) with the underlying policy that provides the basis for the language of the local land use regulation.

4. The City Council notes that rules of construction such as ORS 174.010 are generally applied if legislative intent is not discernable when considering the plain language in context, legislative history, and the purpose of the text. The Council notes that in the case of the Land Development Code sections under appeal, the Council's interpretation of the language is consistent with the express language, the purpose of the language, and the underlying policy that provides for the language.

5. Based on the preceding analysis, the City Council finds that subjecting the Variable Message Sign to a 20-minute minimum interval of change standard is consistent with ORS 174.010 and other applicable state law.

SUMMARY AND CONCLUSION

As the body charged with hearing appeals of a LDHB decision, the City Council, having conducted a de novo hearing and having considered the evidence and testimony in support of and in opposition to the appeal, finds the Director's interpretation of applicable Land Development Code provisions consistent with the City Council's understanding of the applicable provisions. Consequently, this appeal of the LDHB decision to affirm the Director's interpretation Land Development Code provisions, as applied to property located at 303 NW Harrison Blvd., is DENIED.

Dated: _____ _____

Charles C. Tomlinson, MAYOR

MEMORANDUM

From: Ken Gibb, Community Development Director

To: Mayor and City Council

Date: April 14, 2010

Re: Appeal of Major Lot Development Option application for 2215 NW 16th Street Notice of Disposition and Formal Findings (LDO09-00016)

On April 5, 2010, the City Council held a public hearing and deliberated on the above referenced case and decided to approve the request, subject to adoption of Formal Findings and Conclusions. City Council consideration of the Formal Findings for the case is scheduled for April 19, 2010.

Enclosed with this memorandum are the draft Notice of Disposition, which contains a condition of approval, and Formal Findings and Conclusions for the land use application.

The following motion is recommended to adopt the enclosed Formal Findings and Conclusions for the 2215 NW 16th Street Major Lot Development Option application:

MOTION: I move to adopt the draft Formal Findings and Conclusions, from the April 14, 2010, memorandum from the Community Development Director to the Mayor and City Council, in support of the City Council's decision to approve the appeal and approve 2215 NW 16th Street Major Lot Development Option application (LDO09-00016).

Review and Concur:

Jon S. Nelson,
City Manager

Review and Concur:

Scott Fewel,
City Attorney

Community Development
Planning Division
501 SW Madison Avenue
P.O. Box 1083
Corvallis, OR 97339-1083
(541) 766-6908
FAX: (541) 754-1792
Planning@ci.corvallis.or.us

CORVALLIS CITY COUNCIL
NOTICE OF DISPOSITION

ORDER NO. 2010-019

DRAFT

CASE: **2215 NW 16th Street (LDO09-00016)**

REQUEST: An appeal of a Land Development Hearings Board decision to deny a Major Lot Development Option application to construct an 8-ft. tall fence within the exterior side yard setback. The first seven feet of the proposed fence is solid wood and the top foot is an attached trellis. The proposed fence is 166 percent taller than the allowable 3-ft. height of fences in the proposed location.

APPLICANT/ OWNER: Sean and Belen Smith
2215 NW 16th Street
Corvallis, OR 97330

LOCATION: The subject site is located at 2215 NW 16th Street, which is the northeast corner of NW 16th Street and NW Maple Avenue. The subject site is also identified on Benton County Assessor's Map 11-5-26 BB, as Tax Lot 1900.

DECISION: The City Council held a duly-advertised *de novo* public hearing on the appeal on April 5, 2010. The appellant waived his opportunity to submit a final written argument, and the City Council deliberated and reached a tentative decision on the appeal on April 5, 2010. After consideration of all the testimony and evidence, the City Council voted to reverse the Land Development Hearings Board's decision to deny the request, and consequently, approved the appeal and approved the Major Lot Development Option application, subject to satisfaction of a condition of approval. On April 19, 2010, the City Council adopted Formal Findings in support of its decision.

If you wish to appeal this decision, an appeal must be filed with the State Land Use Board of Appeals within 21 days from the date of the decision.

The proposal, staff report, hearing minutes, memoranda to City Council, and findings and conclusions may be reviewed at the Community Development Department, Planning Division, City Hall, 501 SW Madison Avenue.

_____

Charles C. Tomlinson
Mayor, City of Corvallis

DRAFT

Signed: April 20, 2010
LUBA Appeal Deadline: May 11, 2010

Attachment: City Council Adopted Formal Findings

MAJOR LOT DEVELOPMENT OPTION EXPIRATION DATE (IF NOT APPEALED): May 11, 2012

If no appeal is filed by the appeal deadline, the Major Lot Development Option shall be valid for two (2) years. If the applicant has not begun construction within this period, the approval shall expire on May 11, 2012.

Condition of Approval

1. The proposed fence shall be no higher than 7 feet tall, with a minimum 1 foot tall trellis. Portions of the fence parallel to Maple Avenue shall include 3 foot deep indentations along every 6 lineal feet. No portion of the fence shall be nearer than 3 feet to the nearest edge of the sidewalk. The fence shall connect to the house in a perpendicular alignment between the two windows on the south facade. This fence shall be reviewed through the building permit process.

BEFORE THE CITY COUNCIL
OF THE CITY OF CORVALLIS

FINDINGS AND CONCLUSIONS

2215 NW 16TH STREET MAJOR LOT DEVELOPMENT OPTION APPLICATION

In the matter of a City Council decision to approve a Major Lot Development Option; reverse the Land Development Hearings Board's decision to deny, and approve the appeal.	)))))	**LDO09-00016**

PREAMBLE

This matter before the Corvallis City Council is a decision regarding an appeal of the Land Development Hearings Board's (LDHB) denial of a Major Lot Development Option (LDO) application to construct an eight ft. tall fence within the exterior side yard setback of a residential property in Corvallis. The first seven feet of the proposed fence is solid wood and the top foot is an attached trellis. The proposed fence is 166 percent taller than the allowable 3-ft. height for fences within exterior side yard setback areas in the RS-3.5 (Low Density Residential) Zone.

The 0.25-acre site is located at the northeast corner of the intersection of NW Maple Avenue and NW 16th Street. The site is developed with a single family residence. The residence is oriented towards NW 16th Street with the street side yard parallel to NW Maple Avenue.

The Corvallis LDHB conducted a public hearing on the above-referenced Major LDO application on February 17, 2010. At that hearing the LDHB deliberated and voted 2-1 to deny the Major LDO application. A notice of disposition was signed by the LDHB Chair on February 18, 2010, (Order #2010-010).

On March 2, 2010, the applicant, Sean Smith (hereinafter referred to as "Appellant"), filed an appeal of the LDHB's decision to deny the Major LDO application. The Land Development Code (LDC) specifies that the City Council hear *de novo* appeals of the LDHB.

The Corvallis City Council held a duly advertised public hearing on April 5, 2010. The public hearing was closed after testimony was heard that evening and the applicant waived his right to submit additional written testimony. After the public hearing was closed, the City

Council deliberated on the request and voted 6-2 to approve the Major LDO, thereby reversing the LDHB's decision and approving the appeal.

Applicable Criteria

All applicable legal criteria governing review of this application are identified in the public notices for the February 17, 2010, and April 5, 2010 public hearings; the Staff Report to the LDHB, dated February 5, 2010; the minutes of the LDHB meeting on February 17, 2010; the Staff Memorandum to the Mayor and City Council dated March 31, 2010, and the draft minutes of the City Council public hearing and deliberations dated April 5, 2010. Where a variation to an LDC standard has been requested through the Major LDO process, Comprehensive Plan policies have been utilized to provide direction regarding the requested variation to the standard. Similarly, where LDC provisions are ambiguous, Comprehensive Plan policies have been utilized to provide context and to clarify the purpose of ambiguous language. Otherwise, Comprehensive Plan polices are fully implemented by the 2006 Land Development Code.

FINDINGS AND CONCLUSIONS RELATING TO THE CITY COUNCIL DECISION TO APPROVE THE APPEAL OF 2215 NW 16TH STREET MAJOR LDO (LDO09-00016)

I. General Discussion

1. The City Council accepts and adopts the analysis, findings, and conclusions made in the Staff Report to the LDHB, dated February 5, 2010, that support approval of the Major LDO. The City Council accepts and adopts the analysis, findings, and conclusions made in the March 31, 2010, Staff Memorandum to the Mayor and City Council, that support approval of the Major LDO. The City Council also adopts as findings, the draft minutes of the City Council meeting dated April 5, 2010. The City Council specifically accepts and adopts as findings the rationale given during deliberations in the April 5, 2010, City Council public hearing by Council Members expressing their support for approving the Major LDO. All of the above referenced documents are attached as Appendices. All of the above-referenced documents shall be referred to in these findings as the "Incorporated Findings." The findings below, (the "Supplemental Findings"), supplement and elaborate the analysis, findings, and conclusions contained in the materials noted above, all of which are attached and incorporated herein, by reference to the specific Appendix. When there is a conflict between the Supplemental and Incorporated Findings, the Supplemental Findings shall prevail.

2. The City Council notes that other than the variation from the height standard and the Major LDO process, and as conditioned, the application meets all other Land Development Code provisions and will not require any additional public processes.

3. The City Council notes that the Council considered the grounds of the appeal and other issues raised in testimony at the hearing.

4. The City Council notes that the record contains all information needed to evaluate the Major LDO (LDO09-00016), and its compliance with the relevant criteria, as noted above. The City Council notes that it considered issues raised through public testimony, and that the basis for its decision is limited to the considerations identified in the Supplemental Findings below, in addition to the findings in support of the application in the Incorporated Findings.

5. The Council finds that with the exception of compliance with LDC Section 2.12.30.06(a).5 and 11, the incorporated Findings demonstrate compliance with all other applicable decision criteria for the Major LDO. The City Council adopts those findings in support of its decision to approve the Major LDO request.

SUPPLEMENTAL FINDINGS

The following supplemental findings specifically address the applicable Major LDO review criteria and issues raised by the Appellant in the appeal to the City Council.

II. Applicable Major LDO Review Criteria

2.12.30.06 - Review Criteria

b. Major Lot Development Option - A Major Lot Development Option shall be reviewed to ensure consistency with the purposes of this Chapter, policies and density requirements of the Comprehensive Plan, other applicable policies and standards adopted by the City Council, and the following criteria:

1. The proposal is consistent with Section 2.12.30.03.b, c, d, e, g, and i;

b. Major Lot Development Option - A Major Lot Development Option is classified as Special Development and shall be processed consistent with this chapter. A Lot Development Option shall be considered Major if it:

1. Meets "c" - "e," below;

2. Exceeds the thresholds of a Minor Lot Development Option in "h," below; and

3. Falls within the thresholds in "i," below.

c. Unless otherwise stated in the following chapters, the Minor and Major Lot Development Option processes shall not be used to vary from the standards in Chapter 4.5 - Natural Hazard and Hillside Development Provisions, Chapter 4.11 - Minimum Assured Development Area (MADA), Chapter 4.12 - Significant

Vegetation Protection Provisions, and Chapter 4.13 - Riparian Corridor and Wetland Provisions.

d. Minor and Major Lot Development Option requests shall apply only to existing individual lots or parcels or to individual lots or parcels that are approved, or requested for approval, as part of a Tentative Subdivision Plat or Minor Land Partition process. Proposed modifications that exceed the allowed scopes of Minor and Major Lot Development Options as outlined in this Chapter need to be sought through the Planned Development process described in Chapter 2.5 - Planned Development.

e. Whether a Lot Development Option request is Minor or Major, no more than a total of three variations may occur within a two-year period on the subject property(ies) and its parent recorded Partition, Replat, or Subdivision plat (the development-wide provision applies only to plats recorded after January 1, 2000). If a single lot is involved, variations of up to three different development standards may occur. If a development site includes plans for multiple lots through a Minor Land Partition or Tentative Subdivision Plat, and multiple variations are needed, up to three lots may be involved in variations from the same development standard or different development standards.

g. Variations to Chapter 4.0 - Improvements Required with Development shall be processed as a Major Lot Development Option.

h. Minor Lot Development Option Thresholds -Minor Lot Development Option requests shall involve clearly measurable, numerically quantifiable development standards that shall not exceed the thresholds listed below:

12. Increasing the fence height outside of Vision Clearance Areas by up to 33 percent;

i. Major Lot Development Option Thresholds -

1. Major Lot Development Option requests shall involve clearly measurable, numerically quantifiable development standards that exceed the Minor Lot Development Option thresholds in Section 2.12.30.03.g, above; and

2. Major Lot Development Option requests may be filed only for residential uses on existing individual residentially zoned lots or parcels, or for individual residential lots or parcels that are approved, or requested for approval, as part of a Tentative Subdivision Plat or Minor Land Partition process.

1. The City Council notes that the request is for one variation to the LDC on an existing residential property. The Council notes that the variation is not to the standards in LDC Chapters 4.5, 4.11, 4.12, and 4.13. The Council notes that the proposed variation to increase the allowed fence height by 166 percent, exceeds the 33 percent threshold in LDC Section 2.12.30.03(h).12.

2. The Council finds that, because the proposed variation exceeds the 33 percent threshold in Section 2.12.30.03.h, and is consistent with LDC Sections 2.12.30.03.b,c,d,e,g, and i, it qualifies as a Major Lot Development Option.

2. The proposal is consistent with "a.2" through "a.11," above; and

a. Minor Lot Development Option - With respect to the requested variation, a Minor Lot Development Option shall be reviewed to determine if the following criteria have been met:

2. The land use for the proposed development is allowed in the underlying zone;

3. The City Council notes that the subject site is located in the RS-3.5 Low Density Residential Zone. The Council notes that LDC Section 3.1.20.01.b, allows other development customarily incidental to the primary use on the site as a permitted outright in the zone, in accordance with LDC Chapter 4.3 - Accessory Development Regulations. The City Council notes that LDC Chapter 4.3 considers fences as accessory development that are subject to the standards in Chapter 4.2 - Landscaping, Buffering, Screening, and Lighting.

4. The City Council finds that the proposal is to allow the construction of a fence in the RS-3.5 Zone. The Council also finds that the fence is permitted outright in the zone and subject to the standards in LDC Chapter 4.2 - Landscaping, Buffering, Screening, and Lighting.

3. The proposed development falls within the minimum and maximum density requirements for the underlying zone;

5. The Council notes that the site is roughly 0.25 acre and has a density range of one to two dwelling units. The City Council notes that the site contains a single family residence, and that the proposal does not alter the existing density of the site. The Council finds that the proposal complies with the density of the RS-3.5 zone and is consistent with the criterion is LDC Section 2.12.30.06(a).3

4. All structures comply with Building and Fire Codes and Vision Clearance requirements established by the City Engineer;

6. The City Council notes that the construction of the fence would require building permit approval. The Council notes that the site plan has been preliminary reviewed by City staff and no major building permit issues have been identified. The Council notes that Condition of Approval #1 requires the Appellant to obtain a building permit prior to constructing the fence. The City Council finds that as conditioned, the proposal complies with the review criterion above.

5. **The proposed development is not contrary to the background and purposes in Sections 2.12.10.and 2.12.20 and any other applicable policies and standards adopted by the City;**

11. **The proposed development shall provide benefits within the development that compensate for the variations from development standards such that the intent of the development standards is still met.**

7. The City Council notes that the background and purposes of an LDO, as described in LDC Chapter 2.12 read as follows:

Section 2.12.10 - BACKGROUND

A Lot Development Option provides a means to obtain, within specified thresholds, variations from some clearly measurable, numerically quantifiable development standards. The Lot Development Option exists for those circumstances where uniform, unvarying rules would prevent a more efficient use of a lot or parcel, prevent better preservation of Significant Natural Features, and/or prevent innovation in site planning and architectural design. A typical example is permitting a structure to be located closer to a property boundary than normally allowed by the zone regulations.

A Lot Development Option applies only to existing individual lots or parcels or to individual lots or parcels that are approved, or requested for approval, as part of a Tentative Subdivision Plat or Minor Land Partition process. Proposed modifications that exceed the allowed scopes of a Minor and Major Lot Development Options as outlined in this Chapter need to be sought through the Planned Development process described in Chapter 2.5 - Planned Development.

Unless otherwise stated in the following chapters, the Lot Development Option process shall not be used to vary from the standards in Chapter 4.5 - Natural Hazard and Hillside Development Provisions, Chapter 4.11 - Minimum Assured Development Area (MADA), Chapter 4.12 - Significant Vegetation Protection Provisions, and Chapter 4.13 - Riparian Corridor and Wetland Provisions. Requests for variations to the requirements in Chapter 4.0 - Improvements Required with Development shall be processed as a Major Lot Development Option.

Section 2.12.20 - PURPOSES

Procedures and standards for the review of Lot Development Options are established in this Chapter for the following purposes:

a. **Permit efficient use of land;**

b. **Provide flexibility and innovation in site planning and architectural design on individual lots;**

c. **Encourage construction techniques and allow building locations that conserve energy;**

d. **Minimize procedural delays and ensure due process in the review of unique development situations;**

e. **Provide an avenue for better preservation of Significant Natural Features; and**

f. **Provide benefits within the development that compensate for the variations from development standards such that the intent of the development standards is still met.**

8. The City Council notes that allowing the higher fence would provide the residents with additional privacy, and a safe playing area for children, thereby allowing more efficient use of the subject lot. The Council notes that the proposal involves an existing developed residential lot. The City Council notes that the proposal does not include any variations from the standards in LDC Chapters 4.5, 4.11, 4.12, and 4.13. The Council finds that the proposal is consistent with the Background statements in Section 2.12.10.

9. The City Council notes that the proposal results in a more efficient use of the land, because it provides the residents with additional privacy and a safe playing area for children. The Council also notes that the purpose statements in LDC Section 2.12.20(b)-(e) are not applicable, because the proposal does not involve energy conservation construction techniques, minimize procedural delays, preserve Significant Natural Features, or provide innovation in site planning and architectural design. The City Council finds that the proposal is consistent with the purpose statements in LDC Section 2.12.20(a)-(e)

10. The Council notes that one of the Appellant's grounds for appeal included the purpose statement in LDC Section 2.12.20(f) and the criteria in LDC Section 2.12.30.06(a).5 and 11. The Appellants arguments and City Council findings related to each argument are provided below. The City Council notes that the findings relatied to LDC Section 2.12.20(f) and 2.12.30.06(a).5 and 11 are included in Section III Findings 1-5 below. The City Council incorporates those findings here by reference.

6. **The proposed development does not substantially reduce the amount of privacy enjoyed by users of neighboring structures when compared to development located as specified by this Code;**

11. The City Council notes that the eight ft. tall fence will not substantially reduce the amount of privacy enjoyed by users of neighboring structures. The Council finds that the criterion in LDC Section 2.12.30.06(a).6 is satisfied.

7. **The proposed development does not adversely affect existing physical and natural systems, such as traffic, drainage, dramatic land forms, or parks, nor adversely affect the solar access potential for abutting properties when compared to development located as specified in this Code;**

12. The City Council notes that the proposed fence does not adversely affect existing physical or natural systems, drainage, dramatic land forms, or parks, nor does it adversely affect the solar access potential for abutting properties. The Council notes that the fence is proposed to be located outside of the vision clearance areas on the site, and thus will not adversely affect the existing traffic system. The City Council finds that the proposal is consistent with the criterion in LDC Section 2.12.30.06(a).7.

8. **Where architectural features are involved, the proposed development is compatible with the design character of existing structures on adjoining properties;**

9. **Where variations are proposed to Chapter 4.10 - Pedestrian Oriented Design Standards, the proposed development implements the purpose(s) of that chapter through inclusion of additional benefits to the pedestrian environment that compensate for the requested variations from development standards;**

10. **Preservation and/or protection of Significant Natural Features is achieved, consistent with Chapter 4.2 - Landscaping, Buffering, Screening, and Lighting, Chapter 4.5 - Natural Hazard and Hillside Development Provisions, Chapter 4.11 - Minimum Assured Development Area (MADA), Chapter 4.12 - Significant Vegetation Protection Provisions, and Chapter 4.13 - Riparian Corridor and Wetland Provisions. Streets are also designed along contours, and structures are designed to fit the topography of the site to ensure compliance with these Code standards; and**

13. The City Council notes that fences are not considered architectural features. The Council notes that no changes are proposed to the architectural features of the existing residence.

14. The Council notes that the proposal does not include variations from any of the Pedestrian Oriented Design Standards in LDC Chapter 4.10. The City Council notes that because no variations are proposed to Chapter 4.10, that the proposal is not required to provide additional benefits to the pedestrian environment for such variations.

15. The City Council notes that there are no mapped Significant Natural Features or Natural Hazards on the development site.

16. The City Council finds that the proposal is consistent with the criteria in LDC Sections 2.12.30.06(a).8-10.

> **3. With respect to the requested variations, the application demonstrates compatibility in the following areas, as applicable:**
>
> **a) Basic site design (the organization of Uses on a site and the Uses' relationships to neighboring properties);**
>
> **b) Visual elements (scale, structural design and form, materials, etc.);**

17. The City Council notes that the subject property is a corner lot in a developed single family residential area. The Council notes that there are a number of homes the general vicinity that contain fences at least 6 ft. tall. The Council notes that the proposal is for an eight ft. tall fence, the bottom seven ft. of which is solid wood and the top one ft. of which is a trellis. The Council notes that the fence contains three ft. indentations every six lineal feet of the fence as it run parallel with the sidewalk, which does introduce visual interest to the fence.

18. The City Council notes that the proposed seven ft. tall fence with an attached one ft. tall trellis was modified by Condition of Approval #1. The City Council notes that Condition of Approval #1 reads as follows:

> **Condition of Approval #1 - The proposed fence shall be no higher than 7 feet tall, with a minimum 1 foot tall trellis. Portions of the fence parallel to Maple Avenue shall include 3 foot deep indentations along every 6 lineal feet. No portion of the fence shall be nearer than 3 feet to the nearest edge of the sidewalk. The fence shall connect to the house in a perpendicular alignment between the two windows on the south facade. This fence shall be reviewed through the building permit process.**

19. The Council finds that the proposal, as conditioned, is compatible with the neighboring uses with respect to its basic site design and visual elements.

> **c-d) Noise attenuation, and Odors and emissions**
> **e-f) Lighting and Sinage**

20. The Council notes that the proposal will have no impact on noise, odors, lighting, or signage. The City Council finds that the proposal is compatible with the neighboring uses based on the criteria in LDC Section 2.12.30.06(b).3(c)-(f).

g) **Landscaping for buffering and screening;**

21. The City Council notes that the proposal includes a one ft. trellis attached to the top of the fence. The Council notes that the trellis is intended to support flowering vines that would either be planted into the ground or planted in planter boxes that would be located within the six ft. set back areas between the fence and the sidewalk. The City Council notes that the proposed flowering vines would provide visual interest and may decrease the scale of the portions of the fence that would be setback six ft. The City Council finds that the proposal is compatible with respect to the landscaping for buffering and screening criterion.

h) **Transportation facilities;**
i) **Traffic and off-site parking impacts;**
j) **Utility infrastructure;**

22. The City Council notes that construction of the fence would cause no off-site parking impacts. The City Council notes that the fence is proposed to be located outside of the vision clearance areas on the site. The City Council notes that the proposed fence does not conflict with any existing utility infrastructure.

23. The City Council finds that the proposal is compatible with surrounding uses and consistent with the criteria in LDC Section 2.12.30.06(b).3(h)-(j).

k) **Effects on air and water quality (note: a DEQ permit is not sufficient to meet this criterion);**
l) **Consistency with the applicable development standards, including the applicable Pedestrian Oriented Design Standards; and**
m) **Preservation and/or protection of Significant Natural Features, consistent with Chapter 4.2 - Landscaping, Buffering, Screening, and Lighting, Chapter 4.5 - Natural Hazard and Hillside Development Provisions, Chapter 4.11 - Minimum Assured Development Area (MADA), Chapter 4.12 - Significant Vegetation Protection Provisions, and Chapter 4.13 - Riparian Corridor and Wetland Provisions. Streets shall also be designed along contours, and structures shall be designed to fit the topography of the site to ensure compliance with these Code standards.**

24. The City Council notes that the proposal has no effect on air and water quality. The Council notes that the LDC provisions in Chapter 4.10 - Pedestrian Oriented Design Standards do not address fencing because fences are considered accessory structures and are required to comply with the requirements of Chapter 4.2 - Landscaping, Buffering, Screening and Lighting. The Council notes that the site does not impact Significant Natural Features or Hazards consistent with Chapter 4.2 - Landscaping, Buffering, Screening, and Lighting, Chapter 4.5 - Natural Hazard and Hillside Development Provisions, Chapter 4.11 - Minimum Assured Development

Area (MADA), Chapter 4.12 - Significant Vegetation Protection Provisions, and Chapter 4.13 - Riparian Corridor and Wetland Provisions.

25. The City Council finds that the proposal is compatible with neighboring uses with respect to the criteria in LDC Section 2.12.30.06(b).3(k)-(m).

III. Consistency with Purposes of Chapter 2.12

The Appellant argues that the proposal complies with the purposes of Chapter 2.12, specifically LDC Section 2.12.20(a) and (f).

Applicable Review Criteria:

2.12.30.06(b) Major Lot Development Option - A Major Lot Development Option shall be reviewed to ensure consistency with the purposes of this Chapter, policies and density requirements of the Comprehensive Plan, other applicable policies and standards adopted by the City Council, and the following criteria:

2. The proposal is consistent with "a.2" through "a.11," above; and

2.12.30.06(a) Minor Lot Development Option - With respect to the requested variation, a Minor Lot Development Option shall be reviewed to determine if the following criteria have been met:

5. The proposed development is not contrary to the background and purposes in Sections 2.12.10 and 2.12.20 and any other applicable policies and standards adopted by the City;

11. The proposed development shall provide benefits within the development that compensate for the variations from development standards such that the intent of the development standards is still met.

2.12.20 - Purposes

Procedures and standards for the review of Lot Development Options are established in this Chapter for the following purposes:

a. Permit efficient use of land;

f. Provide benefits within the development that compensate for the variations from development standards such that the intent of the development standard is still met.

Comprehensive Plan Goals, Findings, and Policies

Goals of Section 9.2:

Promote greater variety of housing types within desirable neighborhood contexts:

- **To create lifetime housing options and choices within neighborhoods;**
- **To increase the desirability of long-term tenure in all types of housing; and**

Policies:

9.2.5.l Neighborhoods have public areas that are designed to encourage the attention and presence of people at all hours of the day and night. Security is enhanced with a mix of uses and building openings and windows that overlook public areas.

1. The Council notes that consistency with the background and purposes of Chapter 2.12 - Lot Development Option is a review criterion required by LDC Sections 2.12.30.06.b.2 and 2.12.30.06.a.5. The City Council also notes that the purpose of the LDO in LDC Section 2.12.20(f) requires the Appellant to provide compensating benefits such that the intent of the development standard is still met. The Council notes that the review criterion in LDC Section 2.12.30.06.a.11 also requires compensating benefits for the proposed variation.

2. The City Council notes the Appellant's three compensating benefits associated with the original site plan and proposal are:

   - Increased neighborhood interaction and better neighbor relations;
   - Increased safety for residents; and
   - Enhanced visual aesthetics.

3. In their deliberations, the City Council notes additional compensating benefits that were provided by the Appellant and his proposal. These compensating benefits are:

   - The Appellant's investment in the community and in the appearance of his home; and
   - The modified fence design will allow one of the two windows on the south facade of the home to view the street and sidewalk along NW Maple Avenue.

   The Council notes that these compensating benefits are consistent with Comprehensive Plan Goals of Article 9.2 that promote greater variety of housing types within desirable neighborhood contexts, and with Comprehensive Plan Policy 9.2.5(l).

4. The City Council notes that the proposed seven ft. tall fence with an attached one ft. tall trellis was modified by Condition of Approval #1. The City Council notes that Condition of Approval #1 reads as follows:

> **Condition of Approval #1 - The proposed fence shall be no higher than 7 feet tall, with a minimum 1 foot tall trellis. Portions of the fence parallel to Maple Avenue shall include 3 foot deep indentations along every 6 lineal feet. No portion of the fence shall be nearer than 3 feet to the nearest edge of the sidewalk. The fence shall connect to the house in a perpendicular alignment between the two windows on the south facade. This fence shall be reviewed through the building permit process.**

5. Given the preceding analysis and as conditioned, the City Council finds that the proposal provides compensating benefits such that the intent of the development standard is still being met. Additionally, the Council finds that the proposal is consistent with the review criteria in LDC Sections 2.12.60.03.a.5 and 11, and LDC Section 2.12.60.03.b.2.

IV. Comprehensive Plan Policies 1.1.8 and 9.3.7

The Appellant argues that Comprehensive Plan Policy 1.1.8 was not followed in making a decision on the proposal, and Policy 9.3.7 was not considered in the decision.

Applicable Comprehensive Plan Policies:

Policy 1.1.8 - City adopted indicators of livability shall be considered in making land use decisions.

Policy 9.3.7 - To the maximum extent possible in residential areas, glare from outdoor lighting shall be shielded and noise shall be limited.

1. The City Council notes that the city adopted indicators of livability are incorporated into the LDC through LDC Chapter 2.6 - Annexations as review criteria for annexation applications, and as development standards implemented by the adoption of the 2006 LDC.

2. The City Council notes that Comprehensive Plan Policy 9.3.7 is implemented in the LDC through LDC Section 4.2.80.

3. The City Council notes that the application was reviewed against the applicable review criteria in Chapter 2.12 - Lot Development Option. The Council also note that LDC Section 4.2.80 is not an applicable review criterion.

4. The Council finds that Comprehensive Plan Policy 1.1.8 was considered in review of the land use decision, and that Comprehensive Plan Policy 9.3.7 is not an applicable review criterion.

V. Rebuttal

The Appellant argues that he was not allowed a regular rebuttal at the February 17, 2010, LDHB public hearing.

Applicable LDC Section:

LDC 2.0.50.06(l) **Rebuttal testimony may be presented by persons who have testified. The scope of material presented during rebuttal shall be limited to matters raised during the course of the hearing. The applicant or the applicant's representative shall present the first rebuttal, followed by surrebuttal by those who testified in opposition to the proposed change. Those persons who testified neutrally may not participate in surrebuttal. The presiding officer shall limit rebuttal and surrebuttal to avoid repitition. Prior to the close of the public hearing, the presiding officer shall ask the applicant to state a preference to either provide a final written argument within seven days or to waive that opportunity.**

1. The City Council notes that rebuttal and surrebuttal testimony are limited to the scope of the public testimony, and that the staff report is not considered public testimony. The Council also notes that the draft minutes from the February 17, 2010, LDHB public hearing indicate that the Appellant was given an opportunity to respond to issues raised at the public hearing.

2. Given the above, the City Council finds that the Appellant was given an opportunity for rebuttal as permitted in LDC Section 2.0.50.06(l).

VI. LDHB Members were Biased

The Appellant argues that LDHB Board Member Reese was not able to make an impartial decision because he owns property in the vicinity of a photograph that was shown at the February 17, 2010, public hearing and did not disclose this during deliberations. The Appellant also argues that the LDHB Members collectively are implicitly biased, because of their lack of diversity in where they live.

1. The City Council notes that the remedy for an applicant, if bias were substantiated, is a new public hearing.

2. The City Council notes that the applicant appealed the decision of the LDHB, on March 2, 2010, to the City Council. The Council notes that the public hearings held by the City Council on appeal of LDHB decisions, are de novo (new) public hearings.

3. The City Council finds that the Appellant was given a new public hearing. The Council also finds that the allegations of bias, although not substantiated, would necessarily be remedied by the fact that the Appellant was given a new public hearing.

VII. Use of City's Electronic Equipment

The Appellant argues that City Staff did not follow their guidelines with respect to providing the Appellant with a projector at the February 17, 2010, public hearing.

1. The City Council notes that the LDC does not address the use of City electronic equipment by applicants at public hearings. The Council notes that an overhead projector was available for the appellant's use at the hearing, but that issues with computer viruses in past incidents had precipitated a change in policy to disallow public use of City electronic equipment. The Council finds that the use of City electronic equipment is not a review criteria for the subject land use application, nor does the policy preclude an applicant from utilizing electronic equipment in the presentation of his case

VIII. Staff's Recommendation to the LDHB and Comprehensive Plan Findings, and Policies 9.2.y, 9.2.5(k) and (l), and 9.2.7(a).

The Appellant argues that City Staff made the wrong recommendation to the LDHB with biasing language when Staff is supposed to remain neutral. The Appellant also argues that Comprehensive Plan Findings and Policies 9.2(y), 9.2.5(K) and (L), and 9.2.7(a) were not considered as part of the LDHB's decision.

Applicable LDC Section and Comprehensive Plan Findings and Policies:

Section 2.12.30.05(b) **Major Lot Development Option - The Director shall prepare a report that evaluates whether the proposal complies with the review criteria in Section 2.12.30.06.b, below. The report shall include a recommendation for approval or denial and, if needed, a list of conditions for the Land Development Hearings Board to consider if an approval is granted.**

Finding 9.2(y) **Research suggests that many benefits may be derived from the implementation of standards that promote or require more narrow streets in new development.**

vii - **Narrow streets encourage more cautious driving and slower speeds by eliminating the "speedway" feel of wide streets in residential areas. The more intimate feeling created by narrower residential streets serves as an additional indicator to drivers that they are in a neighborhood.**

Policy 9.2.5 - **Development shall reflect neighborhood characteristics appropriate to the site and area. New and existing residential, commercial, and employment areas may not have all of these neighborhood characteristics, but these characteristics shall be used to plan the development, redevelopment, or infill that may occur in these areas. These neighborhood characteristics are as follows:**

(K) - **Neighborhoods incorporate a narrow street standard for internal streets which slows and diffuses traffic.**

(L) - **Neighborhood building and street proportions relate to one another in a way that provides a sense of enclosure.**

Policy 9.2.7 - **To facilitate neighborhood-oriented development, the Land Development Code shall include provisions for:**

(A) - **Reduced setbacks and minimum lot size requirements in residential districts;**

1. The City Council notes that LDC Section 2.12.30.05(b) requires City Staff to prepare a staff report that evaluates the proposal's compliance with the review criteria in LDC Section 2.12.30.06(b), and provides a recommendation to approve or deny the application. The Council also notes that LDC Section 2.12.30.05(b) does not require City Staff to remain neutral in their recommendation.

2. The City Council notes that City Staff prepared a report for the LDHB on February 5, 2010, with a recommendation to deny the subject application.

3. Given the above two findings, the Council finds that City Staff complied with LDC Section 2.12.30.05(b) by recommending denial in the February 5, 2010, Staff Report to the LDHB.

4. The City Council notes that Comprehensive Plan Findings and Policies 9.2(y) and 9.2.5(K) and (L) address the functionality of narrow streets in a neighborhood oriented development. The Council notes that these Findings and Policies of the Comprehensive Plan pertain to concepts such as speed reducing and traffic calming devices.

5. The City Council notes that the proposal is to increase the height of a proposed fence located within the exterior side yard setback above the height allowed by the LDC, and will not modify the width of any abutting streets.

6. The Council finds that Comprehensive Plan Findings and Policies 9.2(y) and 9.2.5(K) and (L) are not applicable review criteria for the subject application.

7. The City Council notes that Comprehensive Plan Policy 9.2.7(A) states that the LDC shall include provisions for reduced setbacks and minimum lot sizes in residential districts. The Council also notes that the mechanism in the LDC that permits reduced setbacks is the LDO process in Chapter 2.12. The Council notes that application for an LDO does not guarantee an applicant that the requested variation will be approved.

8. The Council notes that the Appellant applied for a Major LDO, consistent with LDC Section 2.12.30.01, to vary from the fence height standard in LDC Section 4.2.50.01(a). The Council notes that the LDHB denied the Appellant's request at the February 17, 2010, public hearing.

9. The City Council finds that Comprehensive Plan Policy 9.2.7(A) was considered, as the Appellant applied for a Major LDO to vary from the height standard for fences within the required exterior side yard setback.

SUMMARY AND CONCLUSION

As the body charged with hearing appeals of the LDHB, the City Council, having reviewed the record associated with the Major LDO in a de novo hearing, considered evidence supporting and opposing the application and finds that the proposal, as conditioned, adequately addresses the review criteria and is found to be consistent with the City's Comprehensive Plan, applicable sections of the LDC, and other applicable approval criteria. The City Council finds that the Condition of Approval is necessary to achieve compliance with the applicable criteria, and the condition adequately addresses impacts related to the development. Therefore, the appeal is APPROVED, and the City Council reverses the LDHB's decision to deny the Major LDO application (LDO09-00016).

Dated: _____

_____
Charles C. Tomlinson, MAYOR

CITY OF CORVALLIS, OREGON

DRAFT

MUNICIPAL JUDGE EMPLOYMENT AGREEMENT

THIS AGREEMENT is entered into this _____ day of _____, ~~2007~~ **2010**, by and between the CITY OF CORVALLIS, a municipal corporation of the State of Oregon, hereinafter called "City" and ~~MARK D. DONAHUE, P.C.~~ **MARK DONAHUE**, hereinafter called "Contractor."

RECITALS

WHEREAS, the City Council desires to employ the services of Contractor as Municipal Court Judge of the City of Corvallis, as provided by Section 24 of the Corvallis City Charter; and

WHEREAS, it is the desire of the City Council to provide certain compensation and establish certain working conditions of the Judge;

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

1. TERM:

1.1 **Effective.** Contractor shall serve at the pleasure of the City Council. No rights, responsibilities, or compensation shall extend beyond the term of this agreement unless extended by addendum to this agreement. This agreement shall be effective from July 1, ~~2007~~ **2010**, through June 30, ~~2010~~ **2013**, unless terminated earlier according to Sections 1.2 through 1.3 of this agreement.

1.2 **Termination Without Cause.** This agreement may be terminated without cause upon 60 days' written notice from either party. If Contractor terminates this agreement, all cases under advisement shall be completed within 30 days of City's receipt of Contractor's intent to terminate this agreement. If the City terminates this agreement, City agrees to pay Contractor three months' severance pay.

1.3 **Termination For Cause.** This agreement may be terminated immediately in the event Contractor is indicted on any illegal act or no longer meets the minimum requirements described in the position description, including terminating membership in the Oregon Bar Association.

2. SCOPE OF SERVICE:

2.1 **Duties.** Contractor shall perform all functions and duties specified in Section 24 of the Corvallis City Charter and other legally permissible and proper duties and

functions as the position shall require. The position description is attached hereto and hereby made a part of this agreement.

2.2 **Hours.** Contractor shall set the judicial calendar and the schedule of Court hours, including arraignments. The current estimate of the time commitment to meet the stated obligations is 50 hours per month.

2.3 **Pro Tempore.** City shall budget for Judge Pro Tempore services for 50 hours annually.

2.4 **Staff.** Contractor shall work in consultation with the City Finance Director to supervise the operations of the Court administration and staff.

2.5 **Annual Report.** Contractor shall report to the City Council ~~at least once annually~~ **each June** regarding the status of the Court.

2.6 **Policies and Procedures.** Contractor shall develop and implement operating policies and procedures for the Corvallis Municipal Court.

3. COMPENSATION:

~~In consideration of Contractor's performance hereunder, City agrees to pay Contractor $5,000 per month. Payment shall be made on the last working day each month. Effective July 1, 2008, compensation shall increase to $5,320 per month. Effective July 1, 2009, compensation shall increase to $5,650 per month.~~ **In consideration of Contractor's performance hereunder, City agrees to pay Contractor $5,950 per month effective July 1, 2010. Effective July 1, 2011, compensation shall increase to $6,250 per month. Effective July 1, 20112, compensation shall increase to $6,550 per month. Payment shall be made on the last working day each month.**

City shall also provide Contractor a membership in the Oregon Municipal Judges Association and pay reasonable costs associated with Contractor's attendance at one Association conference annually.

4. STATUS:

Contractor is engaged as an independent contractor and will be responsible for any State or Federal taxes applicable to payments pursuant to this agreement.

5. BENEFITS:

Contractor will not be eligible for any Federal Social Security, State Workers' Compensation Insurance, unemployment insurance, or Public Employees Retirement System (PERS) benefits from this agreement payment, except as a self-employed individual.

Contractor is not a member of Oregon PERS and is not employed for a total of 600 hours or more in any calendar year by a public employer participating in PERS.

6. APPLICABLE FEES:

Contractor agrees to comply with all applicable local, State, and Federal laws, rules, and regulations in the performance of this agreement.

7. EMPLOYMENT:

Contractor will not be under direct control of the City in performing this agreement.

8. TAXES:

The City of Corvallis will report all payments made to Contractor that it is required to report by the Federal Internal Revenue Service and the State of Oregon Department of Revenue.

9. WORKERS' COMPENSATION:

If Contractor is a subject employer, Contractor shall comply with ORS 656.017, which requires provision of workers' compensation coverage to all subject workers.

10. HOLD HARMLESS:

Contractor shall indemnify, protect, defend, and hold the City, its officers, agents, and employees harmless against any claim for injury or damage and all loss, liability, cost, or expense, including Court costs and attorneys' fees, growing out of or resulting directly or indirectly from his actions that are not within the "Scope of Service." City shall indemnify, protect, defend, and hold Contractor harmless against any said claims and said losses, liabilities, costs, or expenses growing out of or resulting directly or indirectly from Contractor's actions that are within the "Scope of Service."

11. ASSIGNABILITY:

This agreement is for the exclusive benefit of the parties hereto. It shall not be assigned, transferred, or pledged by either party without the prior written consent of all the remaining parties.

12. DISCRIMINATION:

The parties agree not to discriminate on the basis of any protected class under Federal, State, or local law including, but not limited to, age, citizenship status, color, familial status, gender identity or expression, marital status, mental disability, national origin, physical disability, race, religion, religious observance, sex, sexual orientation, and source or level of income.

13. WAIVER:

Waiver of any breach of any provision of this agreement by either party shall not operate as a waiver of any subsequent breach of this same or any other provision of this agreement.

14. ATTORNEYS' FEES:

In the event either party shall initiate any suit, action, or appeal on any matter related to this agreement, then the Court before whom such suit, action, or appeal is taken shall award to the prevailing party such attorneys' fees as the Court shall deem reasonable, considering the complexity, effort, and result against the party who shall not prevail, and such award and all allowable costs of the event may be either added to or deducted from the balance due under this agreement or be a separate obligation as appropriate.

IN WITNESS WHEREOF, the parties have hereunto executed their signatures.

CITY OF CORVALLIS

_____

Charles C. Tomlinson, Mayor

MARK ~~D.~~ DONAHUE~~, P.C.~~

_____

Mark ~~D~~. Donahue

ATTESTING AS TO THE MAYOR

_____

Assistant to City Manager/City Recorder

CORVALLIS CITY GOVERNMENT
AND LOCAL ECONOMIC DEVELOPMENT

White Paper -

A report that addresses issues and how they might be solved.
White papers are used to provide information for decision making.
They are often used in politics, business, and technical subjects.

Submitted to the Corvallis City Council by:

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CORVALLIS CITY GOVERNMENT
AND LOCAL ECONOMIC DEVELOPMENT

TABLE OF CONTENTS 2

I. EXECUTIVE SUMMARY 5

GRAPH I - Jobs in Benton County 9

GRAPH II - Average Wages 10

II. INTRODUCTION 11

A. City Council Role 12

1. The Policy Choice: Passive or Active 12

FIGURE 1 - 12

2. Council Leadership 12

B. Economic Development History in Corvallis 12

C. Local Economic System 14

1. The Local Economy 15

FIGURE 2 - Graphic Model of Local Economy 15

2. Input-Output Economy 16

3. Economic Sustainability 16

FIGURE 3 - 17

III. CORVALLIS SITUATION ANALYSIS 18

A. Economic Assumptions 18

B. Strengths, Weaknesses, Opportunities, Threats 18

C. Constraints 20

D. Competitive Advantage 21

IV. ECONOMIC DEVELOPMENT GOALS

A. Economic Goals of City Government 22

1. Fund Desired City Programs and Services 22

FIGURE 4 23

2. Fund Essential City Infrastructure 24

3. Maintain Stability of City Revenues 24

4. Balance the City Budget 25

B. Community Economic Goals 26

FIGURE 5 - Economic Futures 26

1. Seek Intangible Benefits 27

2. Improve Employment Opportunities 27

3. Increase Sales Revenue 29

4. Secure Capital Investment 30

5. Maintain Economic Stability 30

V. COMMUNITY ECONOMIC STRATEGIES 32

A. Three Ways to Improve Economic Activity 33

FIGURE 6 33
FIGURE 7 33

1. Retain Existing Businesses 34

2. Create New Businesses 36

3. Recruit New Businesses 36

B. Three Ways to Improve Economic Activity 37

1. Diversification 37

2. Synergy 38

3. Other Strategic Considerations 39

C. Implementation 39

1. Selection of Economic Development Tactics 40

2. Who Should Implement 46

FIGURE 8 47

3. Time to Implement 50

4. Implementation Costs 50

VI. DATA ANALYSIS 51

A. Reporting Needs 51

B. Monitoring 52

1. Policy 52

2. Monitoring Requirements 52

C. Preliminary Findings 54

1. Monitor Intangible Goals 54

2. Monitor Employment Opportunities 55

3. Monitor Business Activity 56

4. Monitor Revenue 56

5. Measure Infrastructure 58

6. Monitor Overall Economic Stability 58

7. Other Data of Interest 59

D. Information Needs 60

FIGURE 9 - Data on Employment Opportunities 61
FIGURE 10 - Data on Economic Activity 62
FIGURE 11 - Data on Population Trends 63

E. Sources of Economic Information 64

1. Secondary Sources 64

2. Primary Research 65

F. Information Requirements 66

APPENDIX I - Foundations 69

APPENDIX II - Possible Incentives 70

I. EXECUTIVE SUMMARY

Now is a good time to reconsider the role of the City in future economic development efforts. The nation is in a recession which was precipitated by forces around the world. As a result, our community is confronted by harsh problems such as unemployment and home foreclosures. However, historic data show that Corvallis has separate structural problems that will continue to haunt our economy after the national recession is over. Back in August 1997, inflation-adjusted wages and total jobs peaked in Benton County. Very significantly, two-thirds of the local manufacturing jobs have been lost since then. (For example, see **GRAPH 1** and **GRAPH 2** at the end of the **EXECUTIVE SUMMARY.)** These losses have weakened the stability and productivity of the economy, and it have eroded the property tax base used to fund essential public services. As a result, livability in our community has already deteriorated for many citizens, and *Citizen Attitude Surveys* give low ratings to economic development efforts.

A small committee of Councilors is presenting this white paper for the use of the Corvallis City Council to support a dialog on economic development. Over the past decades, Councils have taken a passive role in regard to the local economy, depending instead on initiatives brought forward by the community, such as *Prosperity that Fits.* This Council could choose to provide more active leadership, and the City could do more in an attempt to ameliorate local economic problems. Neighboring cities, such as Albany and Lebanon, have been quite aggressive in trying to revitalize their economies. Practices of Beaverton, Portland, and Littleton, CO may also provide some useful guidance.

The local economy evolved over time. Corvallis started as a typical 19th Century market town in a logging/agricultural community. Later it became the county seat and the location of the state's land grant college. WWII brought thousands of new residents to a nearby Army training camp and a Navy Reserve air base; the troops left and the airport was given to the City. Fifty years ago, Interstate 5 bypassed our stores and services. In the 1980s, the Bureau of Land Management closed federal forests to logging. Hewlett-Packard expanded its division in Corvallis, dominating the community and bringing prosperity with high tech manufacturing and research and development jobs. Twenty years later, HP started reducing the number of local jobs, and may leave the site entirely. OSU has morphed from an agricultural teaching college into a major research university. The regional medical center has grown.

The local economic system is larger than the City of Corvallis proper, and it is not a closed system. Particularly in employment, our town is interconnected with Benton County, Linn County, Philomath, Adair, and Albany. Oregon State University and HP serve international markets with goods and services. Labor, capital, and revenues flow freely in and out of our local economy.

Corvallis has some unique opportunities but also some real constraints. OSU presents unique opportunities in economic development through harnessing its research and education programs. Residents in Corvallis enjoy safety, a mild climate, and quick access to the out-of-doors. However, for a business that needs quick access to the rest of the world, the town is distant, *vis-à-vis* metropolitan centers, highway transport and airport connections. In facing the future, a strategy will have to be realistic in assessing what Corvallis has to offer in carving out our community's potential niche.

The City Council is responsible for setting policy for the municipal organization which provides basic services to protect and enhance the quality of citizen's lives: water, sewer, public safety, social services for the needy, etc. As financial stewards, the Council must be attentive to the requirements of balanced budgets and stable funding. We must also determine how to find sufficient resources to pay for those operations which are dependent on the property tax base: industrial, commercial, and residential. Loss of industry has had a significant impact on property tax resources. Some would argue that improving the tax base through economic development is less painful than reducing essential services or increasing the tax load on homeowners.

The following discussion will address Corvallis' economic development goals, strategies, and actions in that order. The committee researched City policies, statistical data and analyst reports available from government sources, other jurisdictions, and professional management organizations. We also investigated local sources and interviewed people who are knowledgeable about various industries.

Goals: While taking care of the specific interests of the City government, the Council must also be concerned about policies which are also good for the community overall. Existing City policies support the following community goals:

- jobs and employment;
- new business activity;
- sufficient sales revenue;
- capital investment;
- economic stability.

One conclusion from economic data is that our community is not on course toward successfully achieving our economic vitality goals. Further, this interpretation envisions the City's current revenue problem as part of an underlying problem which, left unchecked, will be around for some time.

Strategies: The Corvallis community depends on the local economy to deliver stability, "prosperity" and "quality of life." It is worth focusing a serious, purposeful, organized, long-term effort to make economic progress. We could consider a targeted strategy based primarily on the efforts of diversified companies with the greatest potential to improve the economy: exports, innovation, manufacturing, and professional services. Traded-sector firms offer the greatest potential contribution, and OSU research will continue to generate attractive opportunities through new technology, if the community can learn how to capture them.

A multi-pronged strategy for local economic development includes:

1) Foster start-ups through greater cooperation with and support of OSU Tech Transfer and ONAMI's incubation efforts and a more robust BEC.
2) Strengthen and grow existing small to midsize manufacturing and development businesses - emphasizing traded sector products;
3) Target large business operations with a laser-sharp focus on the reality of what Corvallis is and what we have to offer that syncs with business CEOs who would view our reality as a real advantage for them; and
4) Recognize the need for diversification and synergy among companies in the local economy.

Actions: In compiling the white paper, the committee has identified ten action items for the Council to consider.

1) The City of Corvallis owns the Municipal Airport and the Airport Industrial Park.
The City could be more aggressive about developing these assets to make them more attractive, i.e. a better match the needs of industrial prospects.

2) The Business Enterprise Center provides services to emerging businesses. In order to support greater numbers of technologically-sophisticated startups, a more sophisticated facility (i.e. wet labs, etc) would be necessary.

3) In 2008, the City Council approved the first enterprise zone in south Corvallis. The "greenfield" property involved does not fulfill the primary needs of the small, high tech businesses which we seek to nurture. In order to provide an array of options for prospects, Corvallis could consider expanding the enterprise zone to other locations, which provide more existing infrastructure amenities to potential tenants. An advantage in a time of scanty municipal budgets is that this approach does not involve any out-of-pocket expenditure.

4) Economic gardening is an interesting idea which has worked in other communities such as Littleton, CO, a town not unlike Corvallis. Here is the reaction of community leaders to the decision by the town's leading employer to downsize:

> *In short, the community wanted to take back its own economic destiny from out-of-state corporations, speculative real estate developers and low-end service jobs. It wanted an economy built from the inside out with employers who had a commitment to Littleton and would build the community as well as their companies. It wanted good jobs with good pay that would stay in the community.*

Economic gardeners nurture local businesses with a nice town infrastructure and supportive networks. However the most important aide is superior business information to help new businesses succeed by understanding the business environment.

5) Industrial sites do not sell themselves. Persons with selling expertise, working under an explicit strategy, could help Corvallis be more successful in reaching our economic goals.

6) Some members of the business community are concerned about the time delays and costs associated with the City's new business development process. *Prosperity that Fits* has created a blue ribbon panel to recommend improvements.

7) Analysts have compiled a long list of potential recruiting incentives from the experiences of many municipalities. They conclude that most incentives turn out to be expensive and useful only in the short-run. Although always available, incentives should be used with care.

8) Corvallis is small, but it does not have to be an economic island. The City could partner with other municipalities in the economic trading area to help us with resources and coordinated effort.

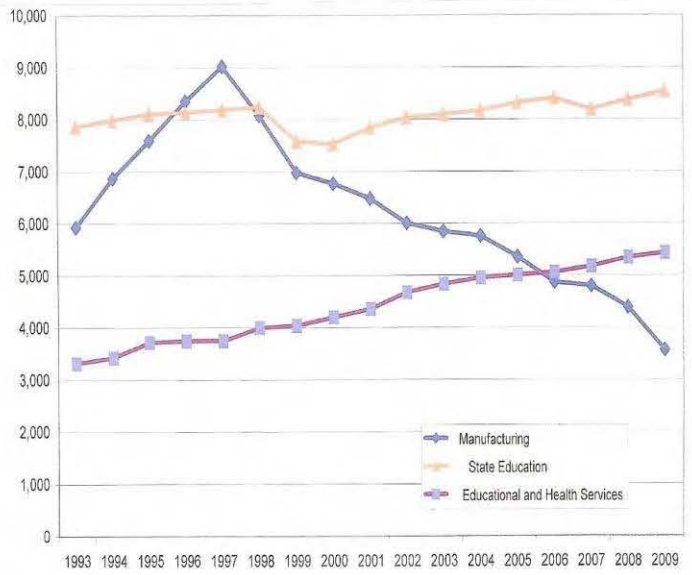
9) The idea of a business license fee has been around since the creation of the Economic Development Partnership. It would be a vehicle for private-industry, economic development contributions to supplement or replace public investment.

10) Council policy clearly supports monitoring in principle, but the community could do much more to track the economy, economic development programs, and changes in market conditions. This would involve benchmarks and tracking using the best data we can afford, including Geographic Information System sources. Further a local business registration program would provide very useful data at a low cost.

Summary: Compared to the magnitude of Corvallis' economic problem, our current economic development efforts seem like tweaking. An appropriate new approach would be to reexamine problems, set goals, create and implement a plan, then monitor and adjust. The bottom line is that investing in a successful future will cost money. A plan will be necessary before an estimate of funds can be determined, but it will likely be much more than Corvallis is used to spending. Despite our budget woes, this is not a good time to cease activities that support economic development. The longer we wait, the longer the time to recovery.

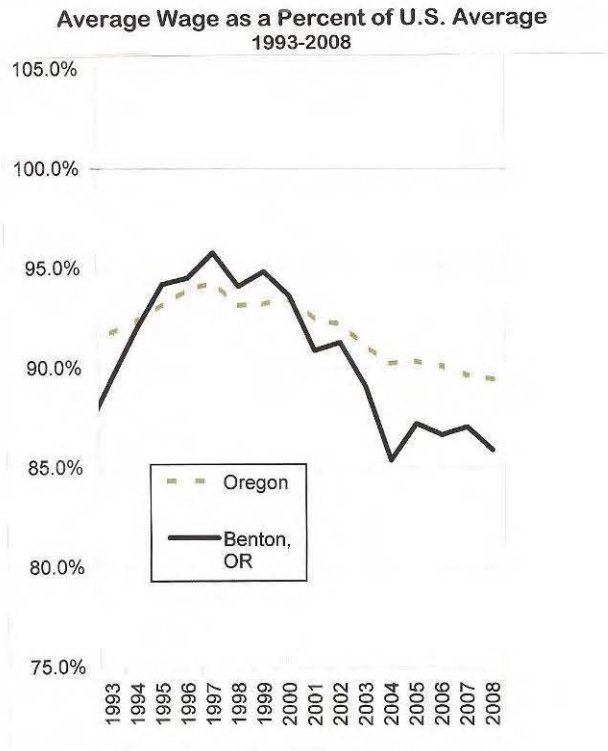
GRAPH 1

Jobs in Benton County
1993-2008



Manufacturing jobs in Benton County have decreased by 67% since 1997. During the same period, they have decreased by 28% in the State of Oregon overall and 33% nationally. Private educational and health services have increased somewhat in Benton County, but total employment has not returned to its 1997 peak.

GRAPH 2



Average wages in Benton County, indexed to national average wages, have fallen since 1997. Average wages in the State of Oregon have also fallen but not as much.

II. INTRODUCTION

Corvallis citizens have various expectations concerning what elected officials and government staff should do about the economy. Some feel that the government should proactively influence matters such as economic growth, income redistribution, etc. Others feel that government should just get out of the way and let market forces determine economic outcomes.

The two most recent *Corvallis Citizen Attitude Surveys* show that "Economic Development" ranks among the lowest rated services in our community, and virtually no respondents indicate that "*Jobs growth is too fast*." Data presented in this paper show that the Corvallis City Council has good reason to reconsider what their future role might be in economic matters. The key concept, Economic Development, is defined by the *Corvallis Comprehensive Plan* as "*the addition of new economic activity*." However, "new" activity may also replace what has been lost.

The 2009-2011 Council set the following economic goal:

> *Continue to implement: Prosperity that Fits; Economic Vitality Partnership;* ***Economic Development****; And refine as necessary.*

In order to stimulate discussion related to the goal, this white paper addresses "big picture" questions like the following:

- What kind of economic change would benefit Corvallis?
- What is the role for the City Council in local economic development?
- How should the City Council pursue its economic role?

The committee researched City policies, statistical data and analyst reports available from government sources, other jurisdictions, and professional management organizations. The primary resource was a publication by Steven G. Koven and Thomas S. Lyons, *Economic Development: Strategies for State and Local Practice*, International City/County Management Association, 2003 [**K&L**] We also investigated local sources and interviewed people who are knowledgeable about various industries. Will Summers from the Oregon Employment Department was especially helpful. Compiling the white paper was a volunteer effort, and the opinions expressed and errors should be attributed to the authors.

Following is a list of the main sections of the paper.

I. Introduction

II. Corvallis Situation Analysis

III. City and Community Economic Goals

IV. Community Economic Strategy

V. Data Analysis

A. CITY COUNCIL ROLE

The Corvallis City Charter is silent about municipal economic development responsibilities. Limited policies have been developed over time through legislation by the City Council. Some have been guided by state and federal governments. For example, Statewide Planning Goal 9 is *"to diversify and improve the economy of the state,"* and federal ARRA money was distributed in 2009 to stimulate employment.

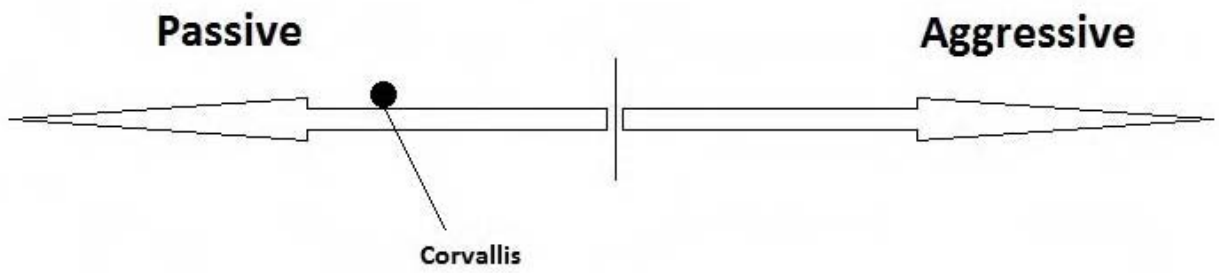
1. The Policy Choice

The City Council takes a big picture view of the City and makes policy decisions. Legislation should be intended to benefit the whole community in the long term. The basic policy choice for local government is between being passive, i.e. letting markets determine the level of business activities, and being active, i.e. setting goals and taking control of processes as necessary to achieve the goals.

> *"Development choices--even a do-nothing strategy is a choice--will influence the long-term economic health of the community"* [**K&L, p. xiii**].

A more active approach requires more time, more money, and more commitment. It is more likely for a municipality to choose this stance when a perceived crisis is looming or is upon it.

FIGURE 1



2. Leadership

Economics are cyclical, and goals developed at different points in the cycle tend to reflect the economic outlook at that particular point in time. In 1989, during a long recession, the then Corvallis City Manager exhorted the City Council to adopt a more aggressive Economic Development posture.

Then in the late 1990s, the current passive strategy was adopted by the Council during a prosperous period (the longest bull market in American history). Unemployment in Corvallis was 2.7% when the Council chose to approve present policies. Now unemployment is 7.8%, and some citizens are seeking relief.

Rather than leading the way, a review of City Council policies indicates that initiatives have been brought forward from the community and that Councils have voted to support them. This is an opportune time to reconsider Council leadership.

Not to imply that residents do or do not want Corvallis to be like Beaverton, but the following is instructive for purposes of comparison to the Corvallis approach.

City of Beaverton's Economic Development Vision:

> *Beaverton is a vibrant city that is a great place to run a business and raise a family. It is a community that will foster an array of economic opportunities for the workforce of today and tomorrow. Beaverton will provide the infrastructure and leadership needed to compete in our current knowledge-based economy.*
>
> *The economic development plan must provide strategies that will increase the opportunities for today's businesses, while expanding the possibilities for the next generation of workers and entrepreneurs--offering opportunities for our children to stay in the region and seize nationally competitive jobs.*

This Beaverton leadership promise is to make big changes. It specifies commitments to families and workers as well as businesses. Compared to Beaverton and other cities one can visit on the internet today, neighbors including Albany and Lebanon, our current stance does not appear to be particularly aggressive.

FIGURE 1 implies that the range of options is large. The Council could decide to do more, or do less. At the same time, we could decide to do things differently.

B. ECONOMIC DEVELOPMENT HISTORY OF CORVALLIS

Corvallis sprang up as a river port town in a farming and logging community. It became the seat of Benton County and was chosen to be the location of the State's land grant college. Phones and electricity arrived before the turn of the century. Like other agricultural towns, our town benefitted from WWI, and suffered less than other places during the depression. During WWII, Corvallis experienced the influx of thousands of military personnel associated with Camp Adair and construction of the new Naval Reserve Air Base. After the war, armed with the GI Bill, student enrollment increased dramatically at Oregon State. CH2M-Hill spun off from the college.

During the following two decades, the importance of agriculture and forestry declined. The new interstate made Corvallis less important as a market town; local department stores and chains lost business and closed. Hewlett-Packard came to town in 1978, increasing local employment and greatly benefitting the property tax base to support operations of the City of Corvallis, Benton County, and local schools. Public and private infrastructure improved.

In 1985 the City, the County, and the Chamber of Commerce established the Economic Development Partnership (EDP). In 1987 the City extended water and sewer services, beyond the City limits, to the Airport Industrial Park. The City also created a list of buildable industrial land, and reflecting on the HP high tech model, established Research Technology Parks as an option in the *Land Development Code*.

The late 1990s were a period of great prosperity. HP was paying a significant portion (30%) of property taxes for the benefit of the City, the County and local schools. Jobs were at a peak, and unemployment ran very low. The City Council adopted *Vision 2020* and a new *Comprehensive Plan* during that period. Corvallis became a Metropolitan Planning Organization (MPO) after the 2000 Census; this allowed the City access to federal community development funds.

A national recession in 2001/2002 heightened a realization that downsizing at HP would create a dearth of jobs, declining school funding, and reduction of public services as the result of shrinking tax rolls. The Economic Vitality Partnership produced the *Prosperity that Fits* plan in 2006. The City Council created the Enterprise Zone in 2008, and another major recession arrived that year. In 2009 the Urban Renewal District, which had been in the planning stage for a decade, was voted down. Manufacturing jobs fell precipitously over a decade, and at the end of 2009, unemployment was over 7 percent for Corvallis citizens and higher in surrounding counties. Today citizens are hoping for economic recovery.

C. LOCAL ECONOMIC SYSTEM

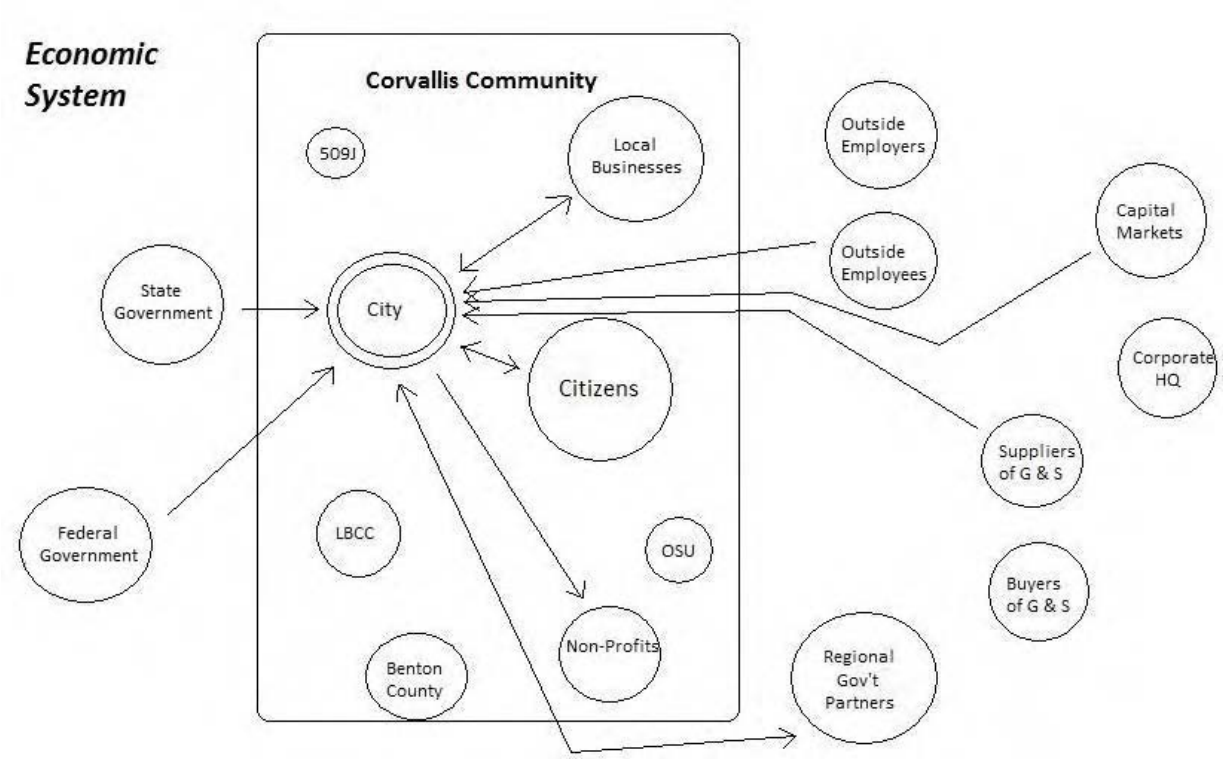
It is important to note that the "Corvallis Community" is not exactly identical to taxpayers who live within the Corvallis City limits. The local economy includes people from rural Benton and Linn Counties and from other towns. Adair and Philomath are officially part of the Corvallis Metropolitan Planning Organization [MPO]. Corvallis schools (509J) include Crescent Valley High School located in Benton County and also serve some students from Linn County. The Osborn Aquatics Center and the Corvallis Municipal Airport serve the region.

Library and Arts Center services are provided to people at locations outside the City under partnership agreements. The City of Corvallis, under contract, provides emergency fire and ambulance services to areas outside the City, as well as emergency water services to the City of Philomath for commercial as well as residential purposes.

1. Graphic Model of the Local Economy

The Corvallis economy involves many entities. Major ones are identified in **FIGURE 1**. Those inside the box represent the Corvallis Community as described above.

FIGURE 2



About the arrows -- in theory there is a potential connection between each entity and every other entity -- but that would create a very dense diagram. The focused purpose of **FIGURE 1** is to highlight a simple, City-centric system; arrows show the most significant flows of money or activities to and from the City government. Arrowheads indicate the main directions of the flows. The two primary connections are between, first, the City and citizens, and second, the City and local businesses.

FIGURE 2 demonstrates that the Corvallis economy is not a closed system from the City's viewpoint. State and federal funding, as well as capital markets, provide financial <u>inputs</u> which are essential for many City projects and programs (Feds → City). Other connections involve monetary <u>outflows</u>: the City buys goods and services from remote businesses, for example fire trucks and asphalt (City ← → Outside Suppliers); the City also pays wages to some employees who commute from beyond the official limits of Corvallis (City ← → Outside Employees).

Although not represented in the diagram, the rest of the Corvallis economy is not a closed system either. Many Corvallis consumers shop in other cities (Citizens ← → Outside Suppliers), and a few people from even more rural areas do their primary shopping here (Outside Buyers ← → Local Businesses). Many retailers, service providers, and restaurants are part of regional, state, or national chains whose corporate headquarters are located somewhere else (Local Businesses ← → Corporate Headquarters). A substantial number of Corvallis citizens commute to earn paychecks in Salem, Eugene and even more distant places (Citizens ← → Outside Employers).

2. Input-Output Economy

Some citizens are concerned about the flow of money into and out of the local community (i.e. the box in **FIGURE 2**) in a sort of balance of payments analysis, as in "imports and exports." Imports: Corvallis shoppers do most of their department store shopping in other cities. This is sometimes referred to pejoratively as "leakage." Residents and businesses buy electricity which is produced many miles away, and Corvallis drivers buy gasoline which originates from oil wells in foreign countries. Exports: Oregon State University is a major research university which attracts funds from the federal government. OSU mostly serves students who bring tuition money from their home communities, states, or nations. HP, a traded sector company, sells to customers all over the world. ("Traded sector" means industries in which member firms sell their goods or services into markets for which national or international competition exists. Traded sector companies import capital to pay for infrastructure and community amenities.)

With support from the Economic Development Partnership, Bruce Weber and Bruce Sorte [**W&S**] wrote a paper, *Economic Diversity in Benton County: An Input-Output Analysis;* Special Report 1034, January 2002. They discuss growth, diversification, and stability. Using the IMPLAN model, they identified those economic sectors where Benton County is either a net importer or net exporter. This document was used to develop the "traded-sector cluster" discussion for the *Prosperity that Fits* [**PTF**] plan, particularly Action 6.3.

3. Economic Sustainability

In the long-run, for a city to be economically sustainable, inflows of money have to at least cover total outflows from the community. These flows include:

- sales revenues
- **capital**
- profits
- taxes and transfer payments

Although they involve huge amounts of money, capital transactions are invisible to most people and capital is sometimes taken for granted in community discussions. None-the-less, our community requires capital to provide the bike lanes, aquatic centers, 911 equipment, sewage treatment facilities, school buildings, grocery stores, etc. which support the lifestyle residents prefer. And it is also important to note that private capital investment provides the Assessed Value on which property taxes are gathered annually to pay for many important public services.

FIGURE 3

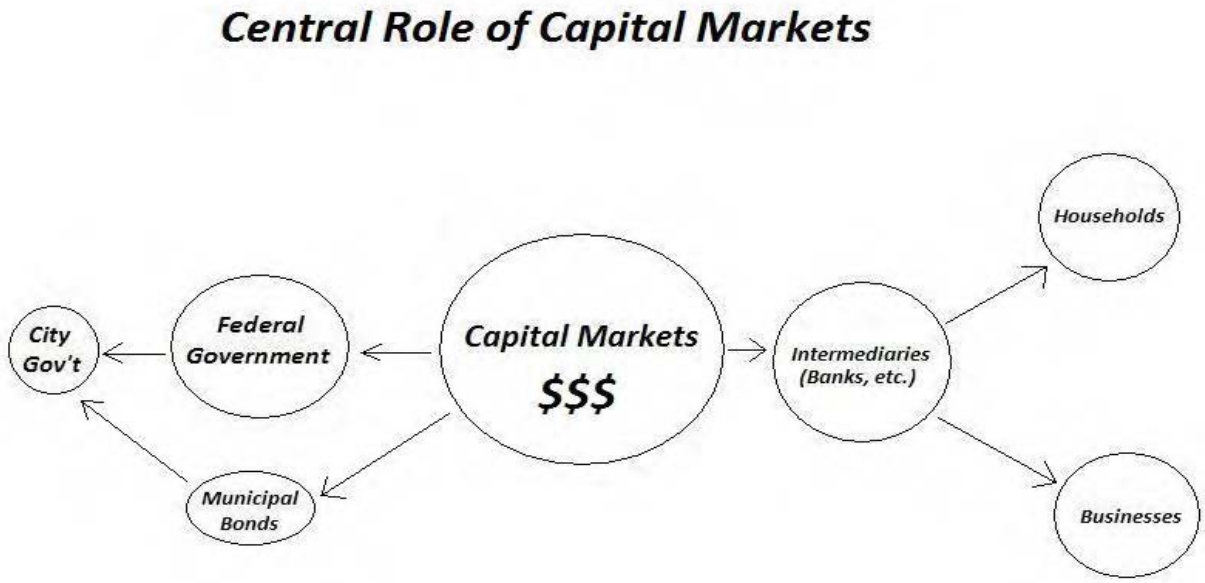


FIGURE 3 shows that most of that capital originates from sources outside our community. The City government, the County, the OSU campus, and the many not-for-profits use grant money from the State of Oregon and the federal government to provide desired capital improvements. Most home buyers require mortgage loans, and although these loans may be initiated by local institutions, few are funded with local money. Grocery store chains, franchise utility companies, commercial banks, franchise restaurants, residential and commercial property developers, etc. all bring outside capital with them to invest in Corvallis. For example the iconic HP campus was developed with corporate money from Palo Alto. Although merchants take their origins for granted now, some of the historic buildings downtown were developed with outside capital. A large proportion of the recent commercial, rental, and residential development is also externally bankrolled.

III. SITUATION ANALYSIS

Koven and Lyons include a chapter on "Understanding the Local Environment" and provide an extensive list of factors to consider. Creating this type of understanding is the purpose of this section which includes: assumptions, strengths, weaknesses, opportunities, threats, constraints, and competitive advantage. Additional information can be found in **APPENDIX I.**

A. ECONOMIC ASSUMPTIONS

Corvallis is a unique community. It is sometimes succinctly called "the Pacific Northwest's most beautiful College Town," but it is more complicated than that.

- The economy is dependent on a few large employers; government accounts for 35%;
- OSU, a top 100 research university, is the biggest employer in town;
- Many of those employed in Corvallis don't live in the city;
- Most Corvallis residents are renters;
- OSU students represent one-third of the population of Corvallis;
- Residents enjoy high income and education, compared to other Oregon cities;
- Average income is higher in rural Benton County than in the City of Corvallis.
- The remainder of the population is increasing in age;
- Thirty-five percent of the employed population are professional (21% statewide);
- Retail sales leakage has been a reality for a long time;
- Population growth is slow and typically lags the State of Oregon;

B. SWOT ANALYSIS

1. Strengths

Many residents are proud of their hometown, and the City wins many awards. Promotional materials from the City, the Chamber Coalition, and Corvallis Tourism explain why. Corvallis has four drivers: OSU, Hi Tech, Medical, and Tourism; the town is a safe and attractive place to live and is surrounded by green areas and forests; it is close to many types of recreation at the beach or in the mountains; local fresh produce is available in season. We have amenities: good schools, a good library, and art/culture opportunities, bike lanes, and parks. We have many educated people, dedicated volunteers, and high rate of voter participation. Local businesses give generously to the community. As an MPO, Corvallis qualifies for federal grants.

Ultimately, strengths are in the eye of the beholder, and in the case of economic development, that means the perceptions of business executives. Each decision maker's choices are based on idiosyncratic decision criteria. Still developing an economic development strategy should build on the strengths and weaknesses we can identify.

2. Weaknesses

To administer an economic development strategy, one must understand and address weaknesses which will affect businesses. Corvallis has never been a "leader," (a concept envisioned by Koven and Lyons [**K&L**]), in the organized pursuit of economic development. Entrepreneurship could be more appreciated -- compared to the San Francisco Bay area and other centers of innovation.

Other than water and limited land, the City has no natural resources. The City and County don't own much they can offer to new businesses other than the Airport Industrial Park, and other industrial infrastructure is limited. Citizens struggle to finance local government.

Corvallis lacks access to markets for products: no commercial airport, not on interstate (I-5), no rail service. Local industries lack critical mass, support networks, and economies of scale: capital, employees, or demand. For example, Corvallis is a small town without a big enough retail market to attract retail chains such as Nordstroms which some shoppers would like to see. Compared to nearby counties, Corvallis homes are expensive for people with ordinary incomes.

3. Opportunities

OSU is one of the top 100 research universities in the country, whose research programs could be a local economic engine through creation of technological spinoffs, trained scientists and professionals, and opportunities for research support companies.

Vacant areas at the HP site could provide high quality infrastructure for new occupants. The large municipal airport has provided commercial passenger service in the past and could be developed to support more aviation-related businesses.

OSU students at the Corvallis campus create market potential for local businesses such as retailers and landlords. Government programs, to the extent allowed by State law, create some local demand for institution-related purchasing of goods and services; the magnitude of these opportunities depends on the cyclical increases and decreases in the student population. The planned enrollment increase of 15,000 college students by 2025 would provide a big boost in demand for some goods and services.

4. Threats

Our economy shows signs of weakening. Lack of diversification has made the local economy more unstable than Oregon overall, and our community is now becoming less diversified. Once Corvallis' biggest employer, HP has reduced its footprint and may leave Corvallis entirely. Other related companies have also left.

Overall, employment and wages have stagnated over the past decade, and manufacturing jobs have sharply declined. Increases have happened in public employment and in the not-for-profit health field, but they do not provide a corresponding benefit of property tax revenue to local governments. Decreases in manufacturing, which has the biggest impact on property taxes is declining. Unemployment experienced an upward structural uptick during the late 1990s, and recurrent recessions take unemployment to painful levels.

Barney and Worth [**B&W**] report, in *Diminishing Returns: Oregon's Cities Struggle to Afford Basic Services*, League of Oregon Cities, 2002, that in Oregon, cities face revenue and expense problems: the number of prime wage earners (i.e. tax payers) is not expected to increase. At the same time, there will be a significant increase in the elderly and criminally "at risk" population (males 15-39). The planned increase of 15,000 OSU students would greatly increase the demand for City services, including police. Some developers and local business owners have spread the word that Corvallis is anti-business, and some community groups and individuals are litigious in development matters.

C. CONSTRAINTS

Corvallis is constrained by over a hundred years of mostly uncoordinated development which occurred from 1850 to 1950. In the beginning, access to the river was important for commerce, now the downtown abuts a river boundary which prevents it from being in a central location; unlike many river towns, development is restricted to one side of the Willamette River because of flood patterns.

The original street patterns supported an agricultural landscape. Then strip developments sprang up on the north-south and east-west corridors. Highway 99 (3rd Street) and Highway 34 are considered by ODOT to be routes to get traffic through rather than to Corvallis. As is the case in many towns, residential development based on the assumption of the automobile, progressed without regard to distance from where people traveled to work or shop.

The University was originally sited in the 1870s. Over time, it has redeveloped residential neighborhoods on its north and south borders which once provided convenient and affordable housing for academic workers. Recent expansion of the student population has led to further redevelopment, and this expansion may continue if OSU's strategic plans are realized.

Like other cities in Oregon, Corvallis has had a frozen urban growth boundary since the early 1970s, and there is a resident population of no-growth advocates. Government is wedded to public processes and is considered by some to be slow to act. The land development process is restricted by the urban growth boundary and historic preservation regulations. State laws govern OSU and City purchases in ways that do not favor local suppliers. Oregon does not have a sales tax, and the City and County do not participate directly in the State income tax.

In 2009 the federal minimum wage was $7.25 per hour. The Oregon State minimum wage was higher, $8.40, with an annual CPI adjustment. The "living wage" was $11.18 per hour as established by a citizen initiative to require employers to pay that amount to employees under City contracts.

D. COMPETITIVE ADVANTAGE

Competitive advantages are related to but are not the same as strengths, as described above. Typically strengths are defined in the minds of the residents, while competitive advantage or disadvantage is in the mind of the persons who are thinking about moving here. Corvallis' competitive advantages include:

- engineering and other professional graduates as workforce potential;
- top academic talents in some fields as consultants for collaboration;
- basic research output as fodder for new/breakthrough technology development;
- employees who understand the technical needs of high technology;
- research facilities at OSU which can be rented for private research;
- downsized HP talent will be available for the next few years;
- affordable, semi-skilled labor force.

IV. CORVALLIS ECONOMIC GOALS

Setting goals is an essential beginning point for creating a strategy, and measuring progress toward those goals is necessary for ensuring desired results. Council-recognized economic goals appear in the *Corvallis Comprehensive Plan* [**CP**], *City Council Policies* [**CCP**], and in *Vision 2020*. Community desires are also expressed in *Prosperity that Fits* **[PTF**].

A. ECONOMIC GOALS OF CITY GOVERNMENT

The City Council has a number of goals embedded in City policy.

- Fund desired services;
- Fund essential City infrastructure;
- Maintain stability of City revenues;
- Balance the City budget;
- Monitor economic development.

Property taxes are Corvallis' most important source of tax revenue and figure in the City's goals. Thinking might be different if sales taxes or income taxes were available as sources of revenue.

1. Fund Desired City Programs and Services

With regard to the City government itself, Council Financial Policy Objectives include:

> *To employ revenue policies . . . which provide adequate funds to operate <u>desired programs</u>* [**CCP 10.01.026**],

and the *Comprehensive Plan* states,

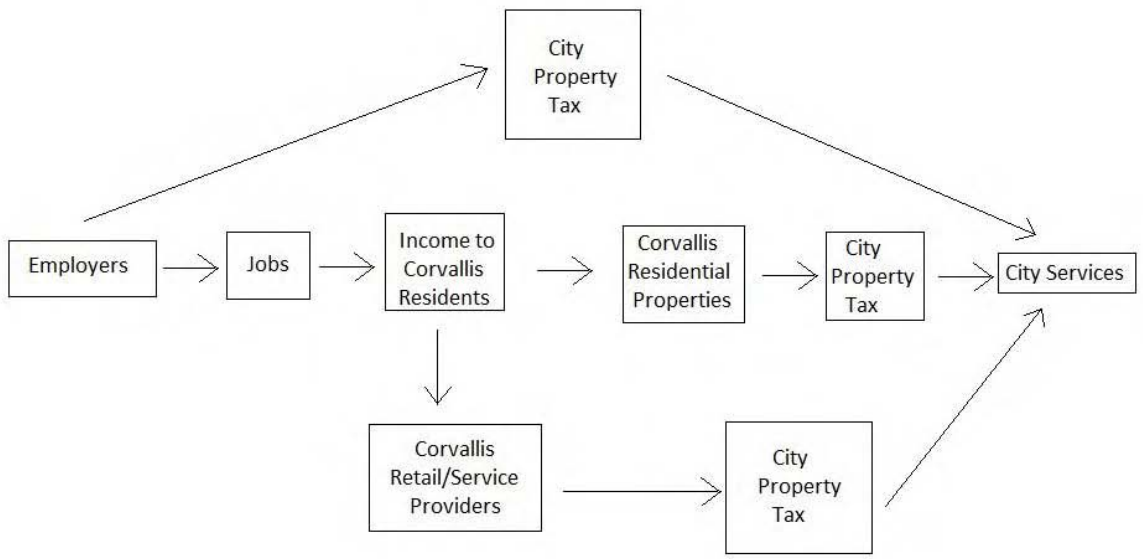
> *The City shall seek to maintain the community's desired level of <u>public services</u>. As needed, the City shall evaluate alternative funding mechanisms, including <u>property tax</u> levies, for programs or services that are deemed a priority by the community* [**CP 8.5.3].**

As the cost of providing most of the "quality of life" City services go up, there are only three choices:

1. Hold taxes steady and cut the services, thus cutting quality of life;
2. Increase taxes, with a tax levy override, so everyone pays more in property taxes to at least maintain services;
3. Support economic development to create more jobs which generate more property-tax-producing buildings (and equipment within). The more businesses prosper and grow, the more they pay in property tax, and the less homeowners have to pay. Services can be improved, quality of life can be enhanced, with no added tax burden on homeowners.

In its functioning, the City government has a vested interest in the health of the local economy. Revenue from residents is still a major source of funds used to provide municipal services. The City must be concerned with property taxes which comprise about twenty-five percent of the City's budget and provide primary support for police, fire department, emergency services, library, parks and recreation, planning, and transit.

FIGURE 4



Revenue derived from local industry can be extremely important to city coffers. A decade ago, lead by Hewlett Packard, 30 percent of property tax collections came from business sources (top and bottom rows in **FIGURE 4**); that flow has declined to a mere 10 percent.

The *Comprehensive Plan* predicted in 1998, *"Without value from new development, it is likely that the revenue from property taxes will grow slower than the costs of providing basic services"* [**CP 8.5.f**]. The basic math follows: property tax increases, based on assessed value, are limited by state law to 3 percent a year while expenses increase at the approximately 6 percent a year.

6% Annual Increase in City expenses > **3% Annual Increase in Assessed Value** = ☹

Although existing Assessed Values are not sufficient to cover increased costs, on a year-to-year basis, taxes from new development have helped to make ends meet.

In the interest of disclosure, it should be noted that not everyone believes that growing residential development financially benefits a city. For example, Eben Fodor from Eugene, OR, in his 1999 book, *Better not Bigger*, criticizes the "urban growth machine." He feels that the net cost of providing additional government services to new residents exceeds the additional revenue from residential property taxes (and systems development charges). With the evidence available, one cannot definitively support or refute Fodor's position as it relates to the specific case of Corvallis.

The calculus for industrial development is different from residential development because revenues generated exceed the increases in service costs. First, businesses pay on personal property as well as real estate. Second, they do not impact demand for government services (and costs) to nearly the same degree as new residential development. Industrial development pencils out better than residential development for the City.

Results of Citiz*en Attitude Surveys* have been fairly consistent over the years. Most people rate City services highly compared to other governments. In an array of ratings for various services; it is significant to note that "economic development" efforts rank at the very bottom.

2. Fund Essential City Infrastructure

On an annual basis, the City uses the Capital Improvement Program and Economic Allocation Process to create and maintain City infrastructure and facilities [**CCP 7.05.020; MC 1.16.240; MC 1.16.285**].

> *Support business development by planning for appropriate amounts and locations of industrial and commercial land by planning for the necessary public infrastructure* [**CCP 6.03.022d**].
>
> *Under the City's Economic Development Policy, economic development allocations are intended to support infrastructure development,* [**CP 8.2.l**]

Since the City owns the Airport, this infrastructure has a special place in the City's priorities.

> *Develop the Airport Industrial Park as an attractive business location which creates quality jobs and provides resources necessary to support the operation and expansion of the Airport* [**CCP 6.03.022c**].

3. Maintain Stability of City Revenues

Erratic revenues complicate running City government from year-to-year. Large economic downturns hurt especially because they require service cutbacks and personnel layoffs. A recession like the current one reduces the growth in property tax revenue due to lack of new construction. Homeowners going into foreclosure often don't pay their property taxes, and assessments of failed businesses are reduced along with taxes they would have paid. Utility fees, franchise fees, and other revenue sources also decline when citizens and businesses fall on hard economic times.

> *The City will strive to maintain a diversified and stable revenue system to shelter the government from short-run fluctuations in any one revenue source and ensure its ability to provide ongoing service* [**CCP 10.02.030.010**].

Revenue shortfalls are exacerbated when a local disturbance is accompanied by a national recession. Then support from state and federal grant monies also dries up.

4. Balance the City Budget

Unlike the federal government which has unlimited borrowing ability, the City government must budget to break even every year.

> *The Finance Director will prepare a budget for each fund each year where resources on a modified accrual basis either equal or exceed all expenditures in the City Council Adopted Budget in compliance with Oregon Administrative Rule 150-294* [**CCP 10.03.030**].

In the absence of the City having a savings cushion, serious economic downturns immediately affect the City's ability to deliver the services expected and demanded by citizens.

5. Monitor Economic Development

The Council has taken a position with regard to evaluating the economic progress of the community.

> *Develop methods by which the <u>success</u> of the economic development program in addressing community livability and economic sustainability can be evaluated* [**CCP 6.03.022k**].

This approach is backed up by the community's vision:

> *. . . a highly livable City which employs <u>local benchmarks</u> to measure its progress in areas such as . . . economic vitality . . .* [**Vision 2020**].

Monitoring of economic development is discussed further in **SECTION V** of this report.

B. COMMUNITY ECONOMIC GOALS

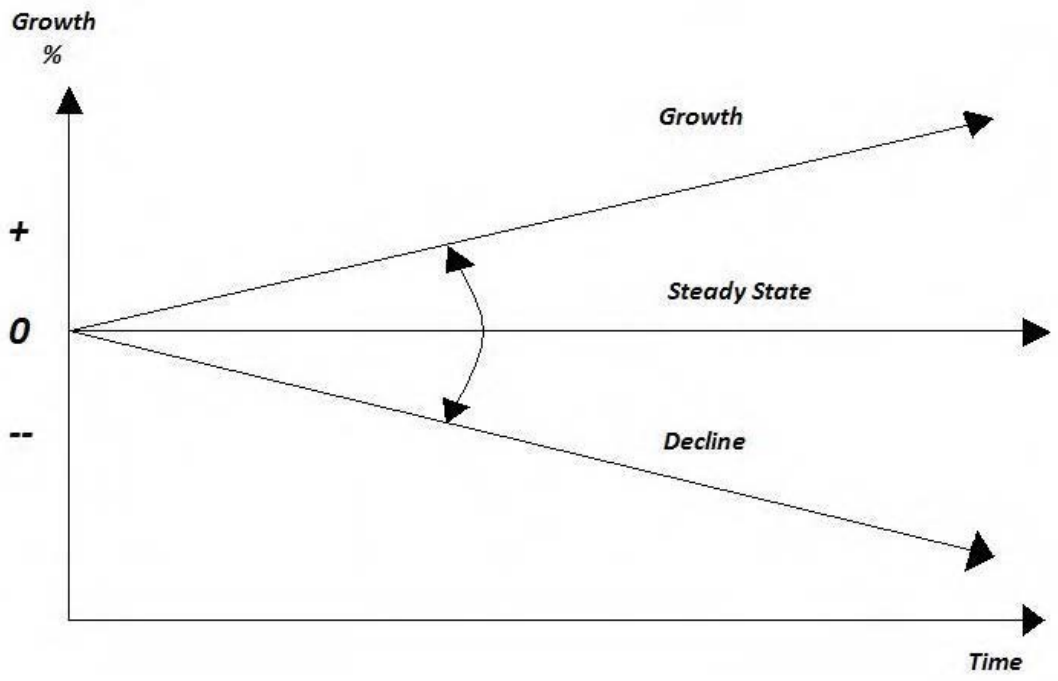
The *Comprehensive Plan* describes the Corvallis community:

> *The citizens want to maintain the existing high quality of life in Corvallis and plan for <u>moderate and stable growth</u> that is consistent with the character of the Urban Growth Boundary and within the City's fiscal capacity* [**CP p.90**].

Some people who live in the City of Corvallis feel financially comfortable and are not motivated to seek economic change. At the same time, people from all sectors have been affected, or know people who have been affected, by the shrinkage in the local economy over the past decade. Businesses have shut down, jobs have been lost, and some City revenues have fallen.

FIGURE 5

Economic Futures



Looking forward, there are many troubling trends which deserve attention now. Our comfortable prosperity of the last part of the previous century is threatened, and it is time to be thinking about what the long-term future of Corvallis should be. **FIGURE 5** demonstrates the economic goal options for the future: growth, steady state, and decline. Some parts of the community have traditionally been skeptical about the value of growth, but given that we are now in an economic decline, some "growth" will be necessary simply to recover what has been lost.

Based on a review of City documents and *Prosperity that Fits* [**PTF**], several community economic development goals are presented below. Each item in the following list of economic indicators represents a kind of growth for which goals should be set.

- Intangibles;
- Employment opportunities;
- Sales revenue;
- Capital;
- Economic stability.

1. Seek Intangible Benefits

Beginning with ***Vision 2020*** written in the late 1990s, overall goals for our community have been stated in subjective terms:

- "quality of life" [**CCP 6.03.021a, CP 8.2a**][**PTF**];
- "prosperity" **[CCP 6.03.021c**];
- "economic vitality and community livability" [**CCP 6.03.021f; CP 8.9.7**]; and
- "vibrant, diverse, and sustainable economy" [**CSC**].

Even in a community with diverse opinions, it is not difficult to reach consensus at such a general level. For Corvallis to implement a plan however, goals should be more specific.

2. Improve Employment Opportunities

Although others are supported by personal wealth, pensions, or government transfer payments, many citizens rely on their jobs for their livelihood. For them, a vibrant economy includes employment opportunities.

a. <u>Employment</u> -- In 1985, when wages were taking a beating in Benton County due to a big contraction in the timber industry, the original Economic Development Partnership (EDP) agreement specified <u>employment</u> goals:

> *To develop, execute, and administer a program to <u>create employment opportunities</u> through assisting in the retention and expansion of existing businesses and marketing Corvallis and Benton County as locations for desired <u>employers</u>"* [**EDP Agreement, 1985**].

Recent data show that the number of jobs in Corvallis has remained flat for over a decade. Results from the 2008 and 2009 *Citizen Attitude Surveys* indicate that the vast majority of Corvallis citizens feel that <u>job growth</u> is too slow. Further, statistical cross-tabulation done as part of the current report shows that most of those who feel job growth is too slow also think overall economic development services are only "fair" or "poor."

Current City policies aspire to sufficient, good jobs to meet the employment and personal income needs of the community.

> *Under the City's Economic Development Policy, economic development allocations are intended to support the retention and creation of <u>family wage jobs</u> . . .* [**CP 8.2.l**].

> *The economic base of Corvallis would be strengthened by additional <u>employment opportunities</u> in the research-technology area which in turn would benefit from proximity to Oregon State University, a major research institution* [**CP 8.9.l**].

The 2006 *Prosperity that Fits* plan mentions <u>employment</u> [**PTF 6.3**] plus <u>employment</u> growth [**PTF 4.4**].

b. Unemployment -- In the current recession, unemployment is generally recognized as a huge national and local problem. Local unemployment is well over 7%. City policies reflect concern about this problem:

> *The City and County shall support diversity in type, scale, and location of professional, industrial, and commercial activities to maintain a low unemployment rate* . . . [**CP 8.2.1**].

> *The City shall seek opportunities to minimize unemployment among all sectors of the community* [**CP 8.3.4**].

The extent of unemployment is different in different parts of the local "community." Statistics show that low income people in Corvallis suffer much higher unemployment than higher income people. And even though job losses may originate in Corvallis, people just across the river in Linn County are having a worse time of it.

Weber and Sorte shed some light on job loss and unemployment in Benton County [**W&S**]. Traditionally, our relatively low unemployment rate has been masked by our mobile population. Many people who lose jobs in Corvallis live in other jurisdictions where their unemployment is actually counted. Many others leave quickly in search of new jobs elsewhere.

c. Compensation -- Some jobs provide more benefit to the community, socially and economically, than others. (See **FIGURE 5**.) City policies mention desirable levels of employee compensation in general terms:

> *Increases the quality of wages and benefits, and thus, the quality of life for all Corvallis residents* [**CCP 6.03.021a**].

> *Corvallis boasts a vibrant, healthy economy that draws its strength from . . . family wage jobs* [**Vision 2020**].

> *Develop the Airport Industrial Park as an attractive business location which creates quality jobs* . . . [**CCP 6.03.022c**].

3. Increase Sales Revenue

For business owners, a vibrant economy means that their businesses are going concerns. Sales revenue they receive translates into wages, tax revenue, support for their own families, and money they spend in the community to support their neighbors' businesses.

a. Exports Exports are essential because they bring revenue into the community. One growth theme in PTF is high-technology, traded sector [**PTF 6.1; 6.3**], meaning companies that export industrial goods. However, despite the highly-educated population in Corvallis, the role of professional services (sales to businesses) in not explored in PTF. Oregon Benchmark statistics show that Corvallis is close to becoming a net exporter of these services; the potential of this cottage industry should be explored.

b. Retail Sales Following is city-by-city retail sales data from 2002. The data show that Corvallis retail sales lag substantially below nearby cities.

SALES IN OREGON CITIES (2002)

	Retail Sales per Capita	Retail Sales (000)	Wholesale Trade (000)
Corvallis	$9,715	$488,596	32,252
Albany	$11,595	$490,030	NA
Salem	$14,140	$2,017,417	948,383
Eugene	$15,908	$2,239,391	$1,433,993

City policies support an increased flow of sales revenue directed by consumers to local businesses through increases in sales volume and increases in our community's market share.

> *Support programs, projects, and activities which encourage local spending, thereby sustaining the local economy* [**CCP 6.03.022f**].

c. Sales Leakage Corvallis must import goods and services not produced here, but imports mean that money leaves the local community. Decreasing the leakage of discretionary sales from the community is a focus in the *Prosperity that Fits* plan [**PTF 1.3, 4.2, CSC Goal 1**], food expenditures [**PTF 13.1**], entertainment dollars [**PTF 2.4**], and market share of purchases made by college students in Corvallis [**PTF 2.4**].

d. Tourism Although technically "exports," tourism mostly affects sales in the retail sector. Perhaps because tourism taxes fund some of the City's activities, including economic development, City policy favors an increase in tourism revenues.

> *Attract dollars to the local economy through the expansion of the convention and visitor industry, and community activities, such as regional sporting events* [**CCP 6.03.022e**].

PTF expresses a desire to increase the volume of visitors to Corvallis [**PTF 2.1, 2.3, 2.4. 13.2**], including attendance at conferences [**PTF 2.2**].

4. Secure Capital Investment

How do we pay for teachers, fire fighters, police officers, librarians, recreation programs, etc.? The point is that some City, County, and school services depend on property taxes, which in turn, depend on private capital investment. For businesses, taxable property includes the equipment required to operate the business as well as the real estate. At times like this, empty public coffers are reminders about the benefits of having what isn't there.

Service issues aside, a vibrant economy uses and produces wealth which is necessary to create and maintain a livable built environment. This includes public infrastructure paid for by tax and grant money: public schools, bike paths, recreational facilities, performance venues, research labs, etc. Corvallis has impressive and functional facilities: OSU campus, County Courthouse, Osborn Aquatic Center, Riverfront Park, etc. A vibrant economy also provides private infrastructure as part of the landscape: manufacturing facilities, suitable housing for diverse citizens, stores, restaurants, etc. Corvallis enjoys the iconic HP campus, Samaritan Hospital and the associated medical complex, the historic downtown commercial area, supermarkets, etc. Will the current stock -- public and private -- be enough for the next century?

There is no deep and documented community discussion about fulfilling infrastructure or capital requirements and no specific concern stated in City policies. PTF recognizes that high-tech infrastructure needs should be identified [**PTF 6.1**], and a lands and space database should be created [**PTF 5.1**].

a. Private Infrastructure Discussion focuses on Downtown [**PTF 1.1, 1.2**] and reuse of existing buildings [**PTF 5.1**]. The limits of available infrastructure are recognized [**PTF 3.3**], as is the need to define infrastructure needs [**PTF 6.1**]. HP's prime industrial facilities are not mentioned, but investment in farm land and nurseries is mentioned [**PTF 13.1**].

b. Public Infrastructure is taken for granted: water, sewer, streets, schools, etc. Power supply limitations are recognized at the City-owned Airport Industrial Park [**PTF 10.2**] OSU's Innovation Place is recognized as a potential location opportunity for entrepreneurs [**PTF 3.1**]; however, that facility seems to be on hold indefinitely.

c. Venture Capital and angel groups for new and emerging businesses are mentioned in *Prosperity that Fits* [**PTF 3.2; 6.1; 7.2]**.

5. Maintain Economic Stability

A vibrant economy is stable. While companies come and go, a diversified base means overall employment levels and property tax revenues are on a relatively even keel; employees' incomes are predictable; stable government revenues reduce the need for periodic reductions in service. Weber and Sorte [**W&S**] discuss the potential pitfalls of an economy being led by only two or three industries:

> *The stability of Corvallis and Benton County's economy is dependent on a few major employers in a few economic sectors, i.e., Oregon State University and Hewlett - Packard; other local, State, and Federal government employers; firms engaged in electronics, forest and agricultural products; consulting and medical services; and retail businesses. In 1996, the twelve largest employers in Benton County were located in Corvallis, representing nearly half of the total employment in the County.* [**CP 8.2.d**]

The *Comprehensive Plan* also describes the roots of instability:

> *A local economy dependent on a few sectors or a few major employers is likely to be affected by cyclic fluctuations and long-term changes in the character of major economic sectors*. [**CP 8.2.e]**.

Section **III.A.3** in this document reports the City's desire to maintain stable revenues for the benefit of the municipal government. Of course, achieving this policy goal also impacts the rest of the community.

> *Although large business developments tend to attract more attention, the importance of small businesses as employers, taxpayers, and providers of goods and services is greatercollectively and provides stability through diversity* [**CP 8.2.g**].
>
> *Develops long-term strategies for our future economic health which support the sustainability of existing businesses and which encourage further diversification of the local economic base* [**CCP 6.03.021e**].

V. COMMUNITY ECONOMIC STRATEGIES

In 2006, Barney and Worth reported that 92% of the local respondents in an electronic survey thought that Corvallis/Benton County should create an economic development plan. The committee supports the idea of developing such a plan.

The strategy should be based on a comprehensive and honest situation analysis. The committee has provided some useful information in **SECTION II**.

- Corvallis has lost 5,000 manufacturing jobs;
- local governments have lost substantial tax support from manufacturing;
- livability is threatened: public safety, culture / recreation, social services;
- surrounding towns have active economic development programs;
- OSU technology developments are valuable potential resources;

The strategy should be directed toward achieving community goals in **SECTION III**:

- Employment opportunities;
- Sales revenue;
- Capital;
- Fund Desired City services;
- Economic stability.

Given the current situation, the strategy should be more active and explicit than existing City policy and even more proactive and strategic than existing community plans like PTF. Unless the City wants to continue a *laissez-faire* approach, Corvallis has three basic, active options: <u>retaining</u> local businesses, <u>creating</u> businesses, or <u>recruiting</u> businesses from outside the community. Analysts conclude that retention is the most preferred. Existing manufacturing and development businesses and OSU technology represent the most tangible opportunities. The strategy should prioritize City efforts to support business according to criteria such as jobs, diversification, synergy among related businesses, and above-average wages. Compatibility with Corvallis' image, values, and available resources would also be key factors. Given expressed interest in such tactics, the community should consider such strategies as economic gardening, expanding the enterprise zone, and improving incubation facilities.

A. THREE WAYS TO IMPROVE ECONOMIC ACTIVITY

In the world of business, there is always natural attrition. Every year firms drop out of the economy when markets run dry, laws change, owners run out of energy, hard times hit, etc. Without continuous replacement, the inevitable result is economic decline. Even maintaining the *status quo* is dependent on the creation of new business.

There are three basic ways a community can maintain or improve its economic position.

1. Retain Existing Business and Support Expansion;
2. Create New Local Businesses;
3. Recruit Businesses.

The rest of this section utilizes the two taxonomies in **FIGURE 6** and **7**. Creation focuses on Stage 1, Economic Gardening focuses on Stage 2, and recruiting would most likely focus on Stage 3 and Stage 4.

FIGURE 6

Stage 1 Companies		**Stage 2 Companies**		**Stage 3 Companies**		**Stage 4 Companies**
Startups Concepts R & D 1-10 employees	➔	Entrepreneurs Testing Customers Production 11-99 employees	➔	Revenue Capital Distribution Costs and Profits 100-499 employees	➔	Management Brand Name Product Variations 500 + employees

Three types of industries identified in **FIGURE 7** which was adapted from *City of Beaverton: Economic Development Strategic Plan*, July 2000.

FIGURE 7

Traded Sector Export a majority of their product, bring capital into community. Examples: electronics, software, wood products, bioscience, etc. Average Wage **$56,221**
Support and Supplier Industries Serve businesses in both regional and export markets. Examples: metal fabrication, environmental services, advertising, engineering, etc. Average Wage **$41,968**
Commercial/Retail Businesses The distribution and sale or rental of goods and the provision of other services [**CP p.216**]. Serve local consumers, circulate revenue within the community. Examples: retail, food and drink, dry cleaners, copy centers, etc. Average wage **$16,742**

1. Retain Existing Business

The idea behind retention is to keep and nurture the growth of viable businesses with significant employment potential.

> *In terms of job creation, retention is superior to attraction. Any community's existing firms are important assets to its economy. They are the current employers. They also are, and have been, taxpayers. The firm has already located in the community and, as a result, has already developed attachments and loyalties. It is often easier for a firm to stay and expand than to relocate operations.* [**K&L p. 63**].

With regard to industry in Corvallis, the City has a very general policy:

> *The City shall support existing businesses and industries . . .* [**CP 8.2.3**].

a. Traded Sector Industries Traded sector industries export products (goods and services) while bringing in income and capital. Although technically not a business, OSU is an important traded sector entity of our economy. PTF references the desirability of retaining and growing some emerging industry clusters.

i. Research at Oregon State University -- Although OSU does not pay property tax, the City and the University have long recognized that OSU makes a huge contribution to the economy and represents the biggest opportunity for future economic development.

Because it can generate off-campus export business, City policy is specific about technological transfer of OSU research:

> *The City shall support Oregon State University to facilitate the transfer from research to business of new technologies developed at the University* [**CP 8.4.2**].
>
> *The RTC district shall be used to help assure the availability of sites . . . to foster the transfer of academic research results into practical applications* [**CP 8.9.7.D**].

OSU imports research funds and State support which it spends on employee salaries and other expenses. OSU brings capital for new huge construction projects, such as Linus Pauling Research Center, Kelley Engineering Building, and Reser Stadium. It attracts regional tourism with athletic events and conferences. It contributes to developing City infrastructure surrounding the campus, particularly 35th Street and Monroe Avenue.

ii. Emerging Industry Clusters -- *Prosperity that Fits* introduced emerging industry clusters in high technology because of their export potential and high margin possibilities.

> *Promote growth in key traded sector clusters, such as microtechnology, automation, nanotechnology, alternative/renewable energy, and pharmaceutical device delivery* [**PTF 6.3**].

iii. Education Programs at OSU -- While importing tuition and State funds, OSU's education programs export educational services to the state, the nation, and the world. The export enterprise creates an array of employment opportunities in teaching and administration. The City supports this role:

> *The City shall encourage and support Oregon State University as a major education and research center* [**CP 8.4.1**].

b. Support and Supplier Industries Support and supplier industries serve some export markets and some local markets, for example, scientific equipment manufacturing:

i. Regional Medical Center -- City policy is clear about the local and export roles of the health care industry, and PTF reinforces this position:

> *The City shall support the development or expansion of health services to meet regional, as well as local, needs and the role of Corvallis as a regional medical center* [**CP 8.7.2]**.
>
> *Ensure Benton county's status as a regional healthcare center by establishing and promoting its role as an enduring health care destination* [**PTF 3.3**].

ii. Professional Services -- OSU offers several professional programs, engineering, accounting, and forestry to provide the trained labor force, should graduates seek personal opportunities in Corvallis. City policy encourages professional services:

> *Support retention, expansion, and development of professional service firms which provide for a diverse economic base* [**CCP 6.03.022a].**
>
> *Corvallis boasts a vibrant, healthy economy that draws its strength from . . . family-wage jobs linked to . . . professional services* [**Vision 2020**].

c. Commercial Businesses Retail goods and services businesses mostly serve local consumers. City policies for commercial activity are not as proactive as for the more basic industries. The idea seems to be that the market will determine their fate.

> *The location type, and amount of commercial activity within the Urban Growth Boundary shall be based on community needs* [**CP 8.10.1**].

However, an exception for downtown commercial activity is implicit in several policies (perhaps because a market failure downtown would create problems for the City) [**CCP 6.03.022b**] **[CP 8.5.1; CP 8.5.2; 8.10.2**]. Even so, this concern applies more to the general area than to individual businesses.

i. Retailing -- *Prosperity that Fits* includes the idea of recruiting retail icons to support existing businesses downtown [**PTF 1.3**].

ii. Tourism [**CP 8.6.1; 8.6.2; 8.6.3; 8.6.4; CCP 6.03.022e**]

> *The City shall encourage adequate support facilities for Corvallis' expanding visitor and conference facilities* [**CP 8.6.1**].

iii. **Rental Housing --** Although this industry is very significant in Corvallis, rental housing is not mentioned in City policies. Almost 57% of all housing units in Corvallis are rentals, therefore, roughly 12,000 units are rented and managed. Recently there has been substantial new apartment construction north and south of the University.

2. Create New Local Businesses

Creating new businesses focuses on Stage 1 "startups" which are based on dreams and ideas, as well as human or capital resources. Koven and Lyons quote the prevailing wisdom about growing new businesses:

> *new local firms tend to remain in the community where they originated, will be exporters of goods and services and importers of income to the local economy, and tend to use local resources as inputs to their production processes* **[K&L, p.99]**.

However, these authors also say that substantial risk is involved with all new businesses:

> *It is well documented, however, that from 50 percent to 90 percent of new enterprises fail within their first three to five years of operation. They fail for a host of reasons: undercapitalization, poor management, and relatively high overhead costs of operation, among others. Many local and state governments, and the federal government as well, have decided it is in the public interest to attempt to reduce this dramatic failure rate, and they have therefore created a wide variety of public and nonprofit entities --small business incubators, microenterprise programs, entrepreneurship forums, venture capital clubs and alliances, small business loan and loan guarantee programs, and manufacturing networks, among many others* **[K&L p. 100]**.

3. Recruit New Businesses

Municipalities recruit businesses that have something to offer. Such companies are most likely in Stage 3 or Stage 4. Having successfully survived growing pains, they possess established products, customers, distribution channels, access to capital, etc. They have a revenue stream to pay wages, to build facilities, and to pay taxes. Since they do have something to offer, they see themselves as being in a sellers' market. In fact, there has been intense competition among states, counties, and cities to attract the best companies. Recruiting is about what <u>companies</u> want.

Koven and Lyons say that, in general, "chasing with incentives" is less preferred to retention or creation. The type of businesses which are attracted by incentives typically leave once the incentive loses its strength. City policy is basically silent about recruiting, but PTF advances the idea in a limited way.

Create high technology business opportunities through increased collaboration and targeted recruitment **[PTF Strategy 6].**

Promote growth in key traded sector growth clusters . . . through . . . targeted recruitment of compatible or supplemental companies (e.g. that provide a technology or component usually imported by existing companies0 that can draw from the local workforce [**PTF 6.3**]

. . . develop a program to encourage sustained industry recruitment emphasizing industry clusters that are symbiotic, have by-product synergy, and that can use the model of industrial ecology [**PTF 12.2**].

Targeted recruiting may be useful for the community to fill an immediate strategic need directly related to community economic goals. Corvallis does not necessarily have to have the most sought-after *Fortune 500* prospects, and pursuit of those companies may be a waste of time and money. Instead, a good match with what this community has to offer would be preferable.

B. STRATEGIC MIX

One current concern in the Corvallis economy is its demonstrated potential for instability. There are at least two ways to become more stable. One is through diversification, embracing multiple players in the local economy, to reduce the risk of a single industry or company leading the community through boom and bust cycles. A second is through synergy, which provides a supportive local environment for all the participants in an industry. Both concepts apply to retention, to creation, and to recruiting.

1. Diversification

The Corvallis economy is currently dominated by a few large employers. The Economic Development Partnership recognized a need to study this problem and commissioned *Economic Diversity in Benton County; An Input Analysis*, which was published in 2002. The authors point out that:

Achieving a greater measure of diversity can help people enjoy a higher level of stability in their professional and personal lives and remain in Benton County" [**W&S p.7**].

Strategic diversification in the nature and number of industries is supported by City policies:

Support retention, expansion, and development of professional service, commercial, and manufacturing firms which are compatible with the community and which provide for a diverse economic base **[CCP 6.03.022a**].

The City and County shall support diversity in type, scale, and location of professional, industrial, and commercial activities . . . to promote diversification of the local economy [**CP 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* [**CP 8.2.1]**.

At a minimum, a community economic strategy should seek to increase diversity to the point that loss of one business or sector (such as HP or timber) will not ruin the local economy.

2. Synergy

Isolated companies are vulnerable, and there is strength in numbers. Synergy (agglomeration) involves a concentration of resources in one cluster in order to strengthen that cluster, with critical mass, joint ventures, expertise, a shared employee pool, vertical integration, etc.

Synergy may seem to be the opposite of diversification, but they can be complementary if the economy consists of at least several industry clusters:

> "*Economic diversification" is the process of expanding the number of economic activities in which the economy is specialized and deepening the inter-industry linkages within the economy* **[W&S p.23**].

Council policy supports clusters built around the industries and assets already in the community, such as: OSU research (for example -- electrical engineering and oceanography), OSU professional education programs (for example -- engineering, forestry, accounting, etc.), regional medical center, high technology, and general aviation.

> *Develops long-term strategies for our future economic health which support the sustainability of existing businesses and which encourage further diversification of the local economic base* [**CCP 6.03.021e**].

> *Goals: Support retention, expansion, and development of professional service, commercial, and manufacturing firms which are compatible with the community and which provide for a diverse economic base* [**CCP 6.03.022a**].

> *Support emerging industry clusters (e.g. microtechnology) by focusing on needs of existing firms . . . and leverage existing work in areas of microtechnology automation, nanotechnology and pharmaceutical device delivery given available local workforce, physical infrastructure and other resource capabilities* [**PTF 3.2**].

> *Promote growth in key traded sector growth clusters, such as microtechnology, automation, nanometrology, alternative/renewable energy and pharmaceutical device delivery, through Investment in such companies (e.g. targeted grants and loans, technical assistance, bridge building) and through targeted recruitment of compatible or supplemental companies (e.g. that provide a technology or component usually imported by existing companies] that can draw from the local workforce* [**PTF 6.3**].

> *The Corvallis airport has the potential to become a significant general aviation facility* [**CP 11.9.a**].

PTF also seeks to create new clusters:

> *Proactively identify and/or define companies or clusters that provide sustainable products and services and provide targeted assistance to help them get started in Benton County. Upon defining such industries and or business clusters, develop a program to encourage sustainable industry recruitment emphasizing industry clusters that are symbiotic, have by-product synergy and that can use the model of Industrial ecology. Use the identified list to help inform recruitment activities outlined in the industry cluster strategy* [**PTF 12.2**].

3. Other Strategic Considerations

Anyone who meets legal requirements is free to locate a business in Corvallis, but strategy implies choosing some companies based on their "fit." The point is that strategy may involve official preferential treatment to favor some types of industries and companies, over others, in recruitment.

a. Financial Considerations **FIGURE 7** illustrates the fact that not all firms are equal with regard to their economic impact. Traded-Sector companies are notable for supplying new revenue, good wages, and capital to build infrastructure. In contrast, most local retail businesses contribute less on all three counts. All communities include a mix of the traded-sector, support, and commercial. But it is obvious that adding or subtracting a traded-sector company is different from adding or subtracting a retail company in terms of achieving community goals. Recruitment should be mindful of this fact.

b. Innovation Products go through a life cycle. They are born, they grow, and they mature. Many products eventually go into decline and die. Since products do not last forever, and unless innovative or diversified, their sponsoring companies may not either. Also, mature products become commodities; competition and market conditions cause prices go down along with profit margins. Sheet steel, fruits, and tires are examples where price pressure has led to offshore production. Commodity producers may not provide as good a long-term future as more innovative ones.

c. Qualitative Considerations Other less quantitative considerations such as community values and the desired image of the town may also influence recruiting.

C. IMPLEMENTATION

The Council can decide to do more or to do less. At the same time, the Council can decide to do things differently. In creating an action plan, the options include: who? what? where? why? when? how? how much?

1. How: Selection of Economic Development Tactics

Seven options will be discussed as sort of a menu.

a. Airport / Airport Industrial Park The City-owned Corvallis Municipal Airport is a WWII era former military base. It was granted to the City by the federal government under the condition that the City would continue to own the land. Over the years, the City has extended utilities to the airport and developed some streets. Further industrial development requires finding tenants who will provide revenues for the City as well as economic advantages to the community. City policy has two dimensions. The first is the airport itself:

> *The Corvallis airport has the potential to become a significant general aviation facility* **[CP 11.9.a**].
>
> *Develop the Airport Industrial Park as an attractive business location which creates quality jobs, and provides resources necessary to support the operation and expansion of the airport* [**CCP 6.03.022**].
>
> *Corvallis Municipal Airport will continue to be a significant general aviation and commercial service airport serving Corvallis and the region. The airport is an important transportation facility; it is a center for aviation-related business, and it supports regional economic development activity* [**Airport Master Plan, p. iii**].

The second is the Airport Industrial Park:

> *The City shall encourage the development or expansion of industries in the vicinity of the Corvallis Municipal Airport, provided that such industries meet the requirements of the Airport Industrial Park Master Plan* [**CP 8.9.8**].

As potentially valuable economic resources, it is in the best interest of the City to realize the potential of the airport and of the Airport Industrial Park. However, infrastructure improvements will be required:

> *Full development of the Airport Industrial property and other industrial lands within the sewer basin will require additional trunk sewer construction and increased sewage pumping capacity* [**CP 8.9.h**].

b. Incubation and Assistance A strategy to create new businesses may require special services such as:

- instruction: production, finance, accounting, government relations, etc.;
- market exploration and distribution;
- access to financing;
- access to low rent office and production facilities;
- prototype development.

Various aspects of caring for new businesses have been provided by partners such as the Chamber Coalition, Willamette Neighborhood Housing Services (micro business program), and the Business Enterprise Center (BEC). The BEC has provided facilities for startups in three different locations over the years, and is currently located in the Airport Industrial Park.

PTF provides some ideas about how to "grow and retain local businesses through creation of a business incubation system":

> *Establish a temporary "Business Incubation Task Force" to identify, define and map out priority business incubation needs for Corvallis, Benton County and surrounding region. The Task Force should include representatives from BEC, OSU, ONAMI, HP, LBCC, and other workforce training organizations and employers. Specific tasks to be addressed:*
> *Determining if incubation needs can be met through adjustments at Business Enterprise Center, or if different "types" of incubation require separate facilities (i.e. high-tech vs. service vs. retail vs. research). This will require businesses to identify specific needs.*
> *Establish criteria for incubator siting, financing, organizational structure and staffing, and operational parameters* [**PTF 3.1**].
>
> *Upon determining incubation needs and executing corresponding development, establish an "incubation to hatching" program that helps businesses grown in Benton County stay here upon reaching maturation. The transitional program should provide site location services and specialized training in finance, organizational development, marketing and other aspects of running and growing small businesses. The program should serve as a conduit between emerging businesses and sources of seed money including venture capital and angel investors. Proactively recruit tenants from among students, alumni and professors at OSU and LBCC, and entrepreneurs coming from HP or other downsizing companies* [**PTF 3.2**].
>
> *Support emerging industry clusters (e.g. microtechnology) by focusing on needs of existing firms including Korvis, ATS, TDS, Wetlabs, Nypro and HP, and leverage existing work in areas of microtechnology automation, nanometrology and pharmaceutical device delivery given available local workforce, physical infrastructure and other resource capacities* [**PTF 3.2**].

An economic development strategy to <u>create</u> high tech companies would certainly be facilitated by an incubator with additional amenities such as a wet lab for research and development.

c. <u>Enterprise Zone(s)</u> In 2008 Benton County became the last county to adopt an enterprise zone (located in south Corvallis), thereby placing our community on a more-or-less equal footing with other areas in Oregon. Now, businesses which can meet green standards and employee wage/salary requirements can benefit. They are given a property tax vacation on new infrastructure for a few years. This is the only current "incentive" available in Corvallis. It involves greenfields where private sector businesses must build new buildings.

As of Spring 2010, there is interest in expanding the enterprise zone to include areas with existing buildings. This addition would be especially important to emerging companies who do not yet have the capital to build their own structures.

d. Economic Gardening One version of a retention strategy is called "economic gardening." The idea is to nurture local companies and to support local entrepreneurs. The strategic focus is on **Stage 2** companies (**FIGURE 6**) in traded-sector industries (**FIGURE 7**).

This theme is best known from the writings of Chris Gibbons, who is Economic Director in Littleton, CO, and the Edward Lowe Foundation. These sources have inspired the cities of Portland and Beaverton to participate, and the governor recently signed Oregon HB 3644, "Creating an Oregon Economic Gardening Task Force," into law.

Littleton may provide a positive example for Corvallis, a town similar in size and history. It has a Council-Manager form of government and a similar population in the shadow of a major city (Denver). Further, it has historic roots as an agricultural town, and then it became dominated by a single defense employer, Martin-Marietta, which eventually withdrew its leadership from the community.

Gibbons explains the reaction of community leaders to the decision by the town's leading employer to downsize:

> *In short, the community wanted to take back its own economic destiny from out-of-state corporations, speculative real estate developers and low-end service jobs. It wanted an economy built from the inside out with employers who had a commitment to Littleton and would build the community as well as their companies. It wanted good jobs with good pay that would stay in the community.*

Gibbons identifies the role for his City government in encouraging entrepreneurial activities.

i. Strengthen Intellectual Infrastructure - The first of the three is the most important, but it would also require the most change in Corvallis.

- Provide Information to Increase the Level of Innovation - i.e. give small local firms the same quality research information about markets that big corporations use. In our community, we do not currently have the information subscriptions and access to data that Littleton does.
- Develop Intellectual Programs to Support the Local Economy - i.e. encourage education programs with LBCC and OSU to support the community's economic strategy (assuming Corvallis has one!).
- Facilitate Connections Between Businesses and the Business Environment - i.e. the Chamber Coalition provides this function in our community.

ii. Improve Quality of Life - Invest in open space, trails, library, community events. This is familiar territory for Corvallis; that's what *Vision 2020* is all about.

> *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* [**CP 9.4.2].**

iii. Provide Basic Infrastructure - Make sure that water, sewer, and streets are available. For example, Corvallis extended water and sewer to the City-owned Airport Industrial Park, and expects to complete new streets. For some kinds of companies, upgrades of electric and telecommunications infrastructure will be required, and for others, more water and sewer improvements. Private infrastructure is also available at the HP site and at the Sunset Research Park. Providing infrastructure is compatible with City policy:

> *Support business development by planning for necessary public <u>infrastructure</u>* [**CCP 6.03.022**].
>
> *Under the City's Economic Development Policy, economic development allocations are intended to support . . . <u>infrastructure</u> development* [**CP 8.2.l**].

Providing sufficient land within the City is also consistent with City Policy:

> *Support business development by planning for appropriate amounts and locations of industrial and commercial <u>land</u> and by planning for the necessary public infrastructure* [**CCP 6.03.022d**].
>
> *The City shall designate appropriate and sufficient land in a variety of different parcel sizes and locations to fulfill the community's industrial needs* [**CP 8.9.1**].
>
> *The City shall designate Research-Technology Center [RTC] as a distinct industrial district . . . the RTC shall contain . . . an adequate level of key facilities* [**CP 8.9.7**].
>
> *The City shall coordinate planning activities . . . in order that lands suitable for industrial use, but not needed within the planning period, are zoned in a manner which retains these lands for future industrial use* [**CP 8.9.9**].
>
> *Data from the buildable land inventory and Land Need Analysis for Corvallis (1998)and other sources, will allow the City to plan for an adequate supply of industrial land* [**CP 8.9.b**].
>
> *Lands designated for industrial use shall be preserved for industrial and other compatible uses and protected from incompatible uses* [**CP 8.9.3**].

The City shall accommodate land uses that support the availability of a continuum of health care options, including primary care, assisted living, home health care, and nursing home care [**CP 8.7.3**].

e. <u>Personal Selling</u> The *Comprehensive Plan* expresses a questionable assumption about economic development:

Large parcels of general industrial land are key elements of the industrial land market that serve as <u>magnets for development</u> [**CP 8.9.o**].

A decade of sitting on the biggest piece of developable industrial land in the Willamette Valley, plus other parcels, may indicate that Corvallis property does not sell itself. Successful recruiting of desirable businesses requires the efforts of skilled professionals.

Currently, recruiting in Corvallis is done partly through <u>intermediaries</u>. The Oregon Business Development Department is a public agency which recommends Corvallis to business prospects. Private real estate brokers such as Cushman-Wakefield also identify prospects and show properties such as for HP. These intermediaries are not necessarily prospecting for businesses which fit with any sort of strategic plan for Corvallis. Another intermediary is the Chamber Coalition, which presently retains a staff person who functions on a 50/50 basis as business recruiter and Chamber marketer. Chamber recruiting efforts are intended to align with the PTF plan.

PTF also expresses a desire for a business recruitment specialist, plus help from other people.

Establish a business <u>recruitment</u> and retention specialist position to ensure sufficient staff resources are available to develop on-going relationships with existing and prospective businesses and their representatives, and to provide 24-hour turn-around on all inquiries. Identify and secure a stable funding source to support this position(s), and put in place a measurement system for tracking timeframe and success [**PTF 7.1**].

Establish a "receiving team" charged with welcoming and assisting businesses relocating to Benton County, and providing resource information and guidance to assure a seamless transition. This effort could be led by the proposed business <u>recruitment</u> specialist [**PTF 6.2**].

Organizing a delegation to represent Corvallis and Benton County in future <u>recruitment</u> and industry development endeavors at the state and national level [**PTF 6.1**].

Should Corvallis decide we need to recruit targeted companies, more personal selling effort will be required. To be successful, those efforts will require a clear understanding of what Corvallis has to offer prospects and what it does not have to offer.

f. <u>The Development Process</u> Members of the development community express the opinion that the City's development process, including appeals, does not facilitate business expansion. Their concerns focus on time and cost considerations.

> *The City shall evaluate whether to amend the Land Development Code to provide alternatives to the use of Planned Development overlays for industrial districts. An example would be the creation of different overlays or design guidelines with specific standards that <u>do not require discretionary reviews</u>* [**CP 8.9.12**].
>
> *There is a demand to have an inventory of industrial sites that meet current standards, but are not subject to <u>time delays</u> associated with discretionary review* [**CP 8.9.r**].
>
> *Consider adjusting selected <u>SDC charges</u> when a proposed development achieves some significant other kind of public benefit (e.g. increased density, park development, less burden on public infrastructure, etc.)* [**PTF 14.3**].

PTF envisions a "blue ribbon panel" to identify priority permit, development and annexation review process improvements and opportunities Specific assignments include:

> *identifying and rectifying any potential <u>redundancies</u>, <u>unnecessary restrictions</u> and/or <u>unclear</u> <u>requirements</u> with the goal of setting a "guaranteed <u>review timeline</u>."*
>
> *Assessing the current <u>PDO process</u> and recommending critical improvements.*
>
> *Establishing zoning and <u>permit flexibility</u> for downtown and other in-fill areas to stimulate increased use of existing land and building resources before developing new.*
>
> *Establishing a <u>"permit partner</u>" program at city- and county-level regulatory offices, to:*
> *A) provide <u>clear</u> instructions to business applicants seeking new development, building improvements, etc.;*
> *B) establish and <u>clarify</u> a project review timeline;*
> *C) troubleshoot review <u>glitches or discrepancies</u>; and*
> *D) offer insight or strategies for achieving defined policy or performance objectives.*
>
> *Designing and testing a "model permitting and development review package" that <u>clearly</u> articulates development targets, and outlines a step by step review process to take place within a <u>specified period of time</u>. This could first be applied to housing developments, and if successful, expand to additional development types* [**PTF 14.1**].

g. <u>Incentives and Assistance</u> Koven and Lyons provide a comprehensive list of possible incentives [See **APPENDIX II**]. Some are recognized in the *Comprehensive Plan*, but most go beyond what has been contemplated in Corvallis. Still, policy does say that the City will consider assisting businesses:

> *Support financial and technical <u>assistance</u> programs that are available to business startups, small business development, local product development, and environmentally responsible modernization* [**CCP 6.03.022**].

Other ideas for incentives are called out in PTF.

> *Establish a venture capital and angel investor resource pool from which to fund and support innovative research and product development (and prevent it from leaving)* [**PTF 6.1**].

> *Promote growth in key traded sector growth clusters . . . through investment in such companies (e.g. targeted grants and loans, technical assistance, bridge building)* [**PTF 7.1**].

> *Specifically the Emerging Technology forum should focus on . . . researching and cataloguing local, state incentives* [**PTF 6.1**].

2. Who Should Implement

The Corvallis City Charter is silent about municipal economic development responsibilities. Limited policies have been developed over time through legislation by the City Council. Some policies have been guided by the federal and state governments. For example, Statewide Planning Goal 9 is *"to diversify and improve the economy of the state,"* and federal ARRA money was distributed in 2009 to stimulate employment.

a. Role of the City Council The City Council takes a big picture view of the City and makes policy decisions. The leadership choice--passive or active--was first mentioned in the **INTRODUCTION**. The requirements involve time and money. What will happen if the Council continues doing what we are doing? What will happen if we change? The Council must decide.

b. Role of City Staff Most cities of our size have a staff Director of Economic Development. Some may not recall that the City of Corvallis once employed one also. The City Council could once again decide that certain functions should be done in-house:

- keep track of economic development goal variables;
- coordinate economic development activities;
- write economic development plans;
- manage growth of infrastructure;
- represent Corvallis in negotiations;
- use hard sell or soft sell to attract and retain business.

As it turns out, senior staff members in Corvallis have had substantial prior experience in economic development activities in other cities before coming here.

PTF supports a staff position.

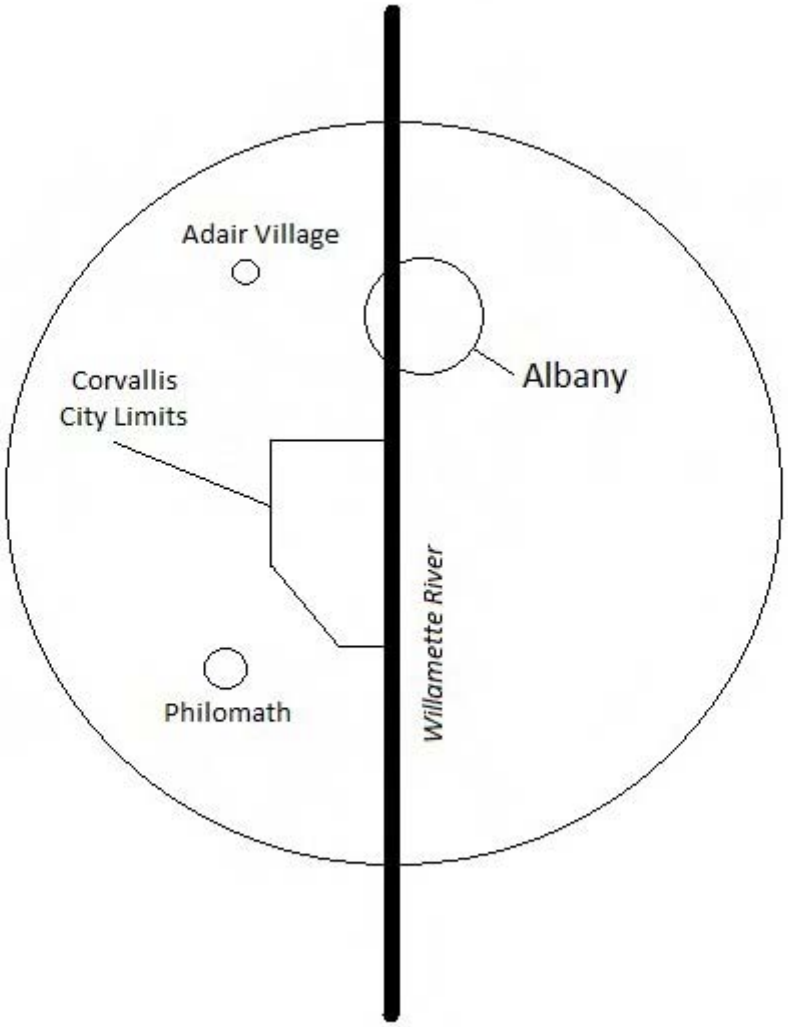
> *Establish a business recruitment and retention specialist position . . . put in place a measurement system for tracking time frame and success* [**PTF 7.1**].

c. <u>Roles of Partners</u> Koven and Lyon write that the concept of partnerships has been around for awhile in economic development [**K&L pp.75-77**]. The idea is to coordinate economic activity, include more suppliers, form more complete networks, provide access to more employees, etc. Of course partnerships increase the resource base in answer to the question, "who is going to pay?" And partnerships inevitably imply that any individual entity (i.e. the City) loses control and accountability.

Although the City only receives property tax revenues from private property in the city, locations outside those limits may benefit other aspects of a diversified and synergistic economy.

FIGURE 8

Economic Map



Who are potential partners? Although the city has city limits and an urban growth boundary, the local operating economic system includes areas beyond those political lines. Corvallis shoppers depend on Costco and Heritage Mall in Albany. Corvallis employees live in Linn County as well as rural Benton County. Some of the food sold by local businesses originates from rural areas around the city, and service companies which require extensive space (contractors, landscape supply, etc.) also locate in less-developed areas of the county. The approximate boundaries of the economic community may be reflected by the distribution area of the *Gazette-Times/Albany Herald* and the phone directories.

Locally, the Chamber Coalition brings the City, Benton County and the private sector into a joint effort. Current City policy continues the partnership theme:

> *Goal: Facilitate partnerships with public, non-profit, educational, and private sector organizations to maximize the effectiveness of economic development resources* [**CCP 6.03.022j**].
>
> *Promotes a high level of communication and cooperation between public, non-profit, educational, and private sectors, in order to achieve economic vitality* [**CCP 6.03.021.f**]

a. Public Partners Regional collaboration is a *growing phenomenon -- in some places, local governments, private sector interests, and non-profit organizations, work together at a regional level to implement economic development strategies* [**K&L, p.77**] Council policy is clear about public partnerships:

> *The City shall participate in coordinated land use planning and economic development efforts among Corvallis, Philomath, Benton County, and Linn County* [**CP 8.2.5]**.

FIGURE 8 includes these entities. Perhaps Lebanon, Sweet Home and Monroe should be included? Government partners fall into three general categories:

i. Regional Government Partners The Benton County Commissioners are important economic development partners for the City government. Partners could also include the Rte. 34 Corridor group which encompasses Philomath, Benton County, and Linn County. Other potential public partners include Oregon Economic Development Department, Business Oregon, and Council of Governments.

> *We envision that in 2020 Corvallis will be an economically strong and well-integrated City, fostering . . . regional cooperation* [**Vision 2020**].
>
> *The City shall coordinate planning activities with Benton County in order that lands suitable for industrial use, but not needed within the planning period, are zoned in a manner which retains these lands for future industrial use* [**CP 9.9.10**]
>
> *Coordinated planning efforts among neighboring jurisdictions improve quality of planning decisions affecting the community* [**CP 8.2.m**].

Corvallis boasts a vibrant, healthy economy that draws its strength from . . . an active and convenient regional transportation system . . . [**Vision 2020**].

ii. Public Educational Institutions - include OSU, LBCC, and 509j.

The City shall encourage collaboration between 509J, OSU, LBCC, and local employers to address emerging education and workforce needs [**CP 8.4.4**].

iii. State and Federal Governments - are included in an important funding role.

Federal funds shall be actively sought [**CCP 10.02.090.020**].

The most obvious efforts to fund local economic development come from the state and federal governments. For example:

In order to fund Economic Development activities, the City provides Economic Development Allocations to local organizations from Transient Room Tax [TRT] Revenues [**CCP 6.03.030**]. TRT now totals less than $1 million a year, and allocations amount to about $200,000.

Community Development Block Grants are available annually from the federal government to support economic development construction projects.

In 2010 the American Recovery and Reinvestment Act provided one-time funding to support employment and environmental projects. This type of grant may be available again.

b. Private Sector Partners *Local governments often partner with the private sector to develop opportunities for citizens to participate in the economy. These partnerships can go beyond project-specific collaboration to include long-term interactive relationships between governmental and private sector parties. Partnerships can help entrepreneurs identify new opportunities, new products, and new products* [**K&L, p.14**]. Partnerships include local employers: industrial, professional services, R&D, construction, property rentals, retail, etc. Locator Specialists play an important role in promotion; they help make connections, particularly with businesses from out of town [**PTF 5.1**].

c. Non-Profit Partners are organized through the Chamber Coalition. The following is a long list, but not necessarily comprehensive: DCA, CRT, CIBA, CT, BEC, ONAMI, PTF Steering Committee, DR2, Chamber Coalition, Natural Step, Festivals, Software Association of Oregon (SAO), Corvallis Sustainability Coalition, Economic Vitality Work Group.

3. Time to Implement

First, a long-term approach should be taken with regard to setting policy, focusing on what the community would like the economic picture to look like in 2035. Second, the committee recommends selecting a series of ten-year strategic initiatives to try to head us in the right directions and selecting milestones for progress toward long term goals.

Nobody knows the future, but history has shown us that things will change. In researching this report the committee has found a number of assumptions which have not stood the test of time:

1950s - Corvallis is a lumber and agricultural town;
Oregon State College is an ag school;
The Cold War with the Soviet Union is on everybody's mind;
1970s - Wood burning stoves using oak trees is the answer to the energy crisis;
Liquor is not sold within a mile of campus;
1985 - Corvallis brags about "excellent" schools and low home prices;
State support for college tuition is still high;
Beaver football teams lose and basketball teams win;
1998 - Employment is growing too fast / unemployment is "too low";
"Large parcels of industrial land serve as magnets for development";

We need a strategy that will help us avoid falling prey to a limited view of the world. Certainly closer monitoring will be beneficial.

Getting started right away is a good idea. Corvallis' investment in economic development won't start paying off until after the investment has been made. The current recession is expected to be longer than any since WW II, waiting until it is over is not the best approach.

4. Implementation Costs

Historically, the Transient Room Tax has been split between City uses, tourism, festivals and not-for-profits. The amount available for economic development has been about $200,000. In contrast, Littleton spends about $600,000, and big cities spend in the millions.

It may be time to reconsider another source of funding for economic development::

> *Explore establishing a county-wide, self-supporting business licensing fee that would make it easier to gather business information for retention purposes. As a baseline service, provide participating businesses a multi-media business resource guide that includes a listing of what business service and resources are available locally, an inventory of grant and loan programs and a schedule of training courses* [**PTF 4.3**]

VI. DATA ANALYSIS

City and community economic development goals were identified earlier in the paper. To the extent that decision makers succeed or fail to achieve them will determine whether or not the community enjoys a vibrant economy. The basic question in this section, is "How will we know?" The simple answer is, "We need data to know."

Twelve years ago the community said that they wanted the prosperity of that time to continue. Coincidentally, that year was the peak of Corvallis' economic prosperity. Since then, our economy has measurably deteriorated in ways that affect individual citizens and City operations. Data to reveal such problems should be part of community discussions.

This section is divided into six parts:

- Reporting Needs
- Data Monitoring
- Some Preliminary Findings
- Information Needs
- Sources of Economic Information
- Information Requirements

A. REPORTING NEEDS

The committee believes that reporting local data should be done for at least three purposes:

- To inform the Council about the health of the economy on an on-going basis;
- To inform the Council about the effectiveness of local economic development efforts;
- To inform local businesses about the opportunities and threats in their environment,

The focus here will be on reporting to the Council as policy makers. Newly-elected Councilors join the Council every two years. They come from diverse backgrounds, often with limited economics experience. Councilors quickly need assistance in learning the basic vocabulary, trends, and economic problems confronting the community. The bottom line is that they need economic information reported to them from day one.

Councilors need to know when there are big structural changes occurring in the local economy. For example, they should know that employment has not grown for over a decade, and they should know that, by some measures, the economy is becoming less diversified, and therefore, less stable.

Councilors need to understand when economic indices deviate outside control limits. For example, they must understand that unemployment in Corvallis is too high. Further they need to know that the extremely low level of unemployment assumed in *Vision 2020* only existed for a few years and has not existed for a long time.

B. DATA MONITORING

Although the City does not yet have a regular data review process, the community would benefit from periodic monitoring and reporting to create understanding about the ongoing status, healthy or unhealthy, of the economy.

1. Policy

Council policy suggests the necessity of monitoring. The purpose is to measure success along the way and adjust our activities, as needed, to better meet our economic goals.

> *We envision that in 2020 Corvallis will be a highly livable city which employs local benchmarks to measure progress . . . in economic vitality* [**Vision 2020**].
>
> *Develop methods by which the success of the economic development program in addressing community livability and economic sustainability can be evaluated* [**CCP 6.03.022k**]
>
> *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* [**CP 9.4.2**].
>
> *The City shall monitor the impact of the new mixed use districts on the availability of office space to ensure sufficient land to fulfill the community's professional and administrative office needs* [**CP 8.10.6**].

2. Monitoring Requirements

Time series data display historic patterns which have been observed between five and thirty years. They are often traced out in a line, read left to right, to show trends.

a. Indicators An indicator is a value (number or ratio) on a scale of measurement derived from observed facts which can reveal changes as a function of time or interventions. A classic example: the number of applications for unemployment compensation is used to measure the concept of "unemployment" at any point in time.

b. Trends Trends over time can show growth, decline, and flat-line patterns:

i. Growth:
- Internet commerce
- # Retirees in Corvallis

ii. Decline:
- # School kids in 509J
- # Gasoline stations, # pay telephones, # independent groceries, etc.

iii. Flat Line:
- Attitude about the City (85% to 90% positive)

c. Cycles In addition to trends, time series analyses sometimes reveal cycles. Local cycles may be seasonal (e.g. school year) or follow weather (e.g. rainfall) or national business cycles. Sometimes economic data, such as employment, is seasonally adjusted to extract more meaningful underlying trends.

d. Baselines To do meaningful trend analysis, a baseline against which to compare future measurements is critical. The appropriate beginning time from which to start measuring will differ with the measure.

Year	Measure	Justification
1961	Enrollment	Oregon State College became a university in 1961
2000	Population	The Census provides ten-year comparisons; 2010 -- 2000
1990	Property Tax	Ballot measure 5, limits property taxes, passed in 1990
2008	Attitudes	New methodology for *Citizen Attitude Survey* started in 2008

e. Benchmarks The term "benchmark" comes from rulers drawn on or attached to work tables to measure materials such as fabrics. Consider the following standards:

80%	"living wage" is 80% of median income
5%	"healthy" level of unemployment

It is helpful for Corvallis to have benchmarks, relevant comparisons to peer cities -- for example, the *Citizen Attitude Survey* provides "comparator" data from cities of comparable size. Cities that Corvallis would like to emulate might also provide useful benchmark data. Sometimes state and national comparisons are helpful.

f. Forecasting Often trend data are used for forecasting. For example, the baby-boom cohort (born between 1946 and 1964) has been used to plan for changing needs of the U.S. population through 2044. Many trends are likely to continue into the future, but the assumption that they will continue on the same course must always be questioned and monitored.

g. Archiving In order to turn snapshots into trends, someone must archive baseline and periodic information to be compared with subsequent years. Some data sources automatically provide this service, but others do not. At any rate, the City should retain key data to identify important trends so they will be available for on-going decision making.

C. SOME PRELIMINARY FINDINGS

The findings reported in this section are a sampling of what is available, and they may not completely represent the best data available. Further research and evaluation by experts will be necessary to prioritize key indicators, identify baselines and benchmarks, and verify preliminary numbers.

Economic theory includes many concepts. To apply them to economic development in Corvallis, requires operationalization of concepts such as "prosperity" and "vibrant economy" into something to observe and measure. Success can then be measured in terms of achieving the list of goals which were defined in **SECTION III**. This same list provides the organization for the following section. Valuable information was taken from the *Citizen Attitude Survey* which was based on a sample of addresses in the City limits.

1. Monitor Intangible Goals (Goal 3.B.1)

How does the City Council know if the community has been successful in achieving "livability" and "quality-of-life"? Such concepts are not directly measurable. Perhaps the City can identify our own indicators, based on the *Citizen Attitude Survey* and other measures.

Respondents gave very favorable ratings to most of the following issues. According to the survey supplier, these ratings are above those from comparator cities. One can definitely conclude that residents believe Corvallis is a town that provides a good overall quality-of-life.

Quality of Life

Number	Question	% favorable
Q1.a	Corvallis as a place to live	93%
Q1.c	Corvallis as a place to raise children	88%
Q1.f	The overall quality of life in Corvallis	90%
Q2.d	Cleanliness of Corvallis	84%
Q2.l	Educational opportunities	92%
Q2.dd	Air quality	86%
Q5.a	Violent crimes (e.g. rape, assault, robbery)	87%
Q5.c	Environmental hazards, including toxic waste.	84%

2. Monitor Employment Opportunities (Goal 3.B.2)

At an individual level, "prosperity" and a "vibrant economy" are often synonymous with having a job and earning an income. Jobs, employment, unemployment, and wages are related concepts, but they are measured in different ways. Jobs are enumerated at employer addresses. Whereas, employment, part-time or full-time, and unemployment are identified at employees' addresses. Thus, due to commuting, jobs in one location can produce employment in other jurisdictions.

Because of property tax concerns, governments (City, County, 509J) may be more interested in the employment within their own boundaries than outside. About 70% to 79% of Benton County workers are employed in Benton County, but data to provide an estimate for residents of the City of Corvallis who work in the City limits have not been identified.

a. *Citizen Attitude Survey* The 2009 *Citizen Attitude Survey* provides a beginning point for discussion by measuring opinions on employment issues. The dissatisfactions expressed by respondents about work opportunities are remarkably different from the favorable quality-of-life results above!

Number	Question	% favorable
Q1.d	Corvallis as a place to work	65%
Q2.i	**Employment opportunities**	**25%**
Q3.c	**Jobs growth**	**20%**

b. Statistics There are also hard data on employment. The following table provides some very valuable insights about our economy. The numbers show that employment in Corvallis and in Benton County peaked in August, 1997, and that unemployment has been consistently above 4% since 2000. Admittedly, other Oregon counties may have bigger problems, but the data tend to verify the dissatisfaction expressed in the *Citizen Attitude Survey*.

	1995	1997	1999	2001	2003	2005	2007	2009
Corvallis Employment	24,951	**25,783**	24,052	24.304	24.297	25,005	25,167	24,281
Corvallis Unemployment	2.4%	2.5%	3.1%	4.7%	**6.1%**	4.8%	4.1%	**7.3%**
Benton County Employment	40,529	**41,881**	39,069	39.872	39,860	40,229	40,641	39,210
Benton County Unemployment	2.2%	2.4%	2.9%	4.5%	**5.8%**	4.9%	4.1%	**7.9%**

The only industries in Corvallis which did not experience decline in 2009 were the Government and Education and Health Services industries. Incidentally, the industry employing the largest number of non-farm jobs in Corvallis is Government, at 35% of total non-farm jobs. (In February 2010, OSU employed 4,106 full time employees and 5,759 part timers. Private education and Health Services placed a distant second, at 14% of total non-farm jobs.

Wages are higher in some sectors than in others. Most living wage jobs in Benton County, those which provide at least 80% of the median annual wage, exist in the medical services, professional services, science and computer services and electronics sectors. Retail, food handling, hotel and hospitality jobs consistently provide wages well below the living wage.

3. Monitor Business Activity (Goal 3.B.3)

The level of business activity includes the number and sizes of businesses. The quality of businesses reflects on their ability to fulfill community needs.

a. *Citizen Attitude Survey* The *Citizen Attitude Survey* provides some consumer opinions about economic vitality at the retail level; both ratings are worse than comparator cities.

Number	Question	% favorable
Q2.h	**Shopping opportunities**	**32%**
Q3.b	**Retail growth (stores, restaurants, etc.)**	**42%**

b. Business Size The vast majority of new firms established (84%) in 2005 were small businesses in the <20 employees category; however, most of the business closures were also in this category (92%). The distribution of firms in the Corvallis MPA follows:

	Self-employed 1-10 employees	**Stage 1** **1-10 employees**	**Stage 2** **11-99 employees**	**Stage 3** **100-499 employees**	**Stage 4** **500+employees**
# Companies	1778	2323	389	20	3
# Jobs	1778	7489	8971	3221	5796

4. Monitor Revenue (Goal 3.B.4)

Prosperity and economic vitality are improved by money circulating in the local community. Revenue is an aggregate over all companies and other suppliers.

a. **Sales Potential** If one multiplies the number of people living in an area by the average amount of annual expenditures, the result is total sales potential. Sales potential is the benchmark for actual revenues.

PTF included some data from 2005, which is shown below. This provides ball park estimates, but an update would be useful.

Estimated Sales Potential in 2005
(in $millions)

	Corvallis City	Benton County
Retail Goods	$416	$743
Shelter	$245	$434
Food at Home	$82	$145
Food away from Home	$60	$104
Investments	$75	$140
Health Care	$55	$102
Entertainment/Recreation	$55	$99
Apparel & Services	$36	$62
Home Furnishings	$33	$59
Travel	$29	$54
Education	$26	$42
TV/Video/Sound	$19	$33
Vehicle Repair	$19	$33
Computers/Accessories	$5	$8

Source: ESRI as interpreted in [**PTF, p. 7**]

For the most part, local per-capita expenditures are lower than national averages. Globally speaking, the totals in the table above will not be highly motivating for many retail chains; for example, they will not inspire Nordstroms to locate here.

i. Number of Households - Potential demand for some goods and services is determined by the number of households: shelter, utility bills, appliances, minivans, etc. The number of households in Corvallis is estimated to be 21,079 with an average size of 2.23 persons; about 32% of households consist of one person.

ii. Number of Consumers - Although the household budget may have an impact, potential demand for other goods is determined by the number of individuals: food, eyeglasses, transit fares, tuition, etc. The number of consumers is the same as the total population estimated in 2009 to be 55,129 for Corvallis and 86,725 for Benton County. The 2010 census will soon provide a more precise update.

5. Measure Infrastructure (Goal 3.B. 5)

A town's infrastructure is a measure of prosperity, wealth, and tax base. It is easy to take our existing built environment for granted, but it was originally bought with hard-earned money. Capital is the source of a community's stock of infrastructure, both public and private. Capital is needed for new construction, maintenance of safety and appearance, and modernization of obsolete facilities.

a. *Citizen Attitude Survey* A number of questions about infrastructure are included in the *Citizen Attitude Survey*. According to the survey supplier, the bottom four ratings in the table below are lower than or similar to other municipalities. Further, three out of the four of the low ratings relate to private sector infrastructure.

Number	Question	**% favorable**
Q11.g	Osborn Aquatic Center	91%
Q.2.u	Availability of paths and walking trails	87%
Q2.c	Overall appearance of Corvallis	86%
Q11.h	Chintimini Senior Center	85%
Q2.g	Quality of business / service establishments	55%
Q2.e	Quality of new development in Corvallis	49%
Q2.x	Amount of public parking	44%
Q2.y	Availability of affordable quality housing	25%

b. Private Infrastructure The County Assessor tracks the assessed value of properties subject to property taxation and Real Market Value (RMV). The official Real Market Value of Benton County is $5,900,146,183.

6. Monitor Overall Economic Stability (Goal 3.B.6)

Economic stability is an important concern when it comes to economic vitality. Stability is measured by of lack of radical shifts from one period to the next in terms of: 2. employment, 3. business activity, 4. revenue, or 5. capital above. Instability includes cyclical perturbations as well as secular declines.

a. Diversification Diversification can be a strategic tool which attempts to reduce volatility associated with individual industries. (Remember the dot.com collapse in 2000?) Hopefully, with diversification, setbacks in one industry will be offset by calmer waters in other industries. Construction is a volatile industry, and OSU depends on State funding which may shift, particularly during recessions.

b. Measures of Instability One of the most despised forces in business is inflation because it makes the future unpredictable and risky. Price volatility is also of great concern to home sellers/buyers and producers of commodities such as agricultural products.

7. Other Data of Interest

There are other constructs which influence or are influenced by economic vitality.

a. <u>Image</u> The image of Corvallis is discussed in Section **IV.B.3.c**. This is partially measured by questions in the *Citizen Attitude Survey*, which show that residents maintain positive perceptions of their hometown.

Number	Question	% favorable
Q2.ee	Overall image or reputation of Corvallis	86%
Q16.a	Recommend living in Corvallis to someone	91%

It might be useful to measure Corvallis' image in the minds of audiences other than residents [**PTF 7.2**]. In terms of desired economic data, the community may want to solicit opinions from business decision makers, such as those who decided to locate here and those who decided to go elsewhere.

b. <u>Consumer Data</u> Government sources provide ample information about the people who live in this community. The following data highlight differences between Corvallis and the rest of Benton County.

	Corvallis	Rest of Benton Co.
Average Income	$59K	$85K
Median Age	29	42
Owner Occupied	43%	74%
Average Home Value	$175K	$210K

Per-capita personal income was slightly higher in Corvallis than in the State of Oregon in general (by 3.5%), but lower than the nation overall (by 5.7%). Proportion of wages to other sources of income indicate that non-wage sources are very important to the Corvallis population, particularly per-capita dividends, interest, and rent.

Research has found some demographic changes which, in addition to the projected growth of the college student population, create potential structural changes in the economy.

Age Group	Percent Change 1990-2005/7
Kids: 0-14	- 8.6%
35-44	-9.7%
55-64	+88.8%
85+	+134.8%
Total Corvallis Population	+14.8%

Numbers of children and midcareer people have declined while numbers of older people have increased in proportion to the total population. These impact the need for schools and the contributions of workers to the economy.

c. Attitudes about Population Growth According to population estimates, Corvallis has grown 6.2% between 2000 and 2009 (Benton County w/o Corvallis has grown 9.8%). Barney and Worth [B&W] report that 63% of the local respondents in their survey were not willing to increase population to achieve economic goals. Similarly, in the 2008 *Citizen Attitude Survey*, 67% said that "the speed of population growth in Corvallis is the right amount."

d. Lifestyle Segments Tapestry© life style data is based on attitudes, interests, opinions, and buying behavior. Data reflect on the diversity of our town, showing that Corvallis has fifteen different segments, the largest of which is only fifteen percent of the population. Fifteen segments is quite a few for an area the size of Corvallis. A similar-sized suburb in a large city might have only one. The rest of Benton County has a large segment (38%) and a different overall profile.

Top Five Lifestyle Segments

Corvallis	Benton excluding Corvallis
Enterprising Professionals 14.3%	Exurbanites 38%
Dorms to Diplomas 14.2%	Green Acres 9.8%
Metropolitans 11.1%	**Aspiring Young Families 9.5%**
College Towns 10.4%	Salt of the Earth 8.6%
Aspiring Young Families 9.5%	Sophisticated Squires 8.5%

Further investigation of lifestyle information may provide useful insights.

D. INFORMATION NEEDS

Corvallis is a unique case, and a cookie cutter analysis may not provide necessary information. At this point, it is not known what data would best explain the structure and health of the local economy. There were surprises in compiling the white paper, for example, manufacturing jobs, wages, per capita income, and unemployment, and there may be some more yet to be discovered. **FIGURE 9**, **FIGURE 10**, and **FIGURE 11** suggest some places to look, based on observations in previous sections of this paper. Experts might assist in identifying which data to monitor over time.

1. Desired Labor Statistics

These days, everyone from the President of the United States on down is concerned about jobs. Jobs are an important part of prosperity and economic vitality in any economy. **Goal 3.B.2** and **FIGURE 7** offer related perspectives on amount and types of employment. **FIGURE 9** attempts to identify and summarize potential indicators of employment.

FIGURE 9

DATA ON EMPLOYMENT OPPORTUNITIES

MEASUREMENTS	Businesses	Public Sector	Not-for-Profits
Quality of Jobs: Wages\Salaries\Benefits\Career Jobs			
# Jobs \ Jobs Created \ Jobs Lost \ Turnover			
Commuting into City from County \ Other Towns & Counties			
(1) Export, (2) Support, (3) Retail			
Self Employment			
Unemployment			
Job qualifications			
Indicators: Payroll \ Payroll Taxes \ Attitudes			

FIGURE 9 includes three columns because the Corvallis economy has three sectors which contribute to economic vitality: (1) business, (2) public sector, and (3) not-for-profit. Public employment is significant, estimated to be about 35%, and not-for-profit employment, particularly in the health field, has been growing. Government and not-for profit may account for 50%. Good news: These kinds of employment provide people with incomes. Bad news: Increasing proportions of non-business and public sector activity do not produce property taxes.

2. Desired Business Statistics

Following is a list of desirable economic measures encountered in compiling this paper. **Goals 3.B.1, 3.B.3, 3.B.4, 3.B.6** and **FIGURE 6** are relevant. Revenue is the lifeblood of an economy, for example, measures such as prices of goods sold and exports. Economic diversity depends on economic activity being spread over multiple sectors. Desirable measures of infrastructure include market value, new construction, ownership, construction grants, etc. All the concepts in **FIGURE 10** could be useful to someone studying our economy.

FIGURE 10

DATA ON ECONOMIC ACTIVITY AND DIVERSIFICATION

MEASUREMENTS	Businesses	Public Sector	Not-for-Profits
Number and Sizes: Stage 1,2,3,4			
Sectors: Professional Services, Tourism, Medical, etc.			
Births; Longevity; Deaths; Departures			
Revenue \ Tuition \ Rents			
Exports and Imports: Sales Leakage\ Outshopping \Tourism			
Multipliers: (1) Export, (2) Support, (3) Retail			
Innovation: "New" Products \ Technology Transfer			
Vacancies \ Foreclosures			
Grants \ State and Federal Funding \ Foundation Support			
Market Value of Property \ New Construction			
Government Purchases Locally			
Local Ownership			
Prices: Revenue & Expenses\CPI			
Indicators: Water \ Sewer \ Energy \ Attitudes \ Incorporations			

3. Desired Market Measures

FIGURE 11 shows some desirable measures of local markets, related to demand, for possible monitoring. Such market data is essential for economic gardening.

Three jurisdictions are suggested because they are inter-related by taxes, employment, purchasing, etc. Other jurisdictions such as the State of Oregon and USA would also likely be included for comparison.

FIGURE 11

DATA ON POPULATION TRENDS

MEASUREMENTS	Corvallis	Benton County	Linn County
# People\ Growth Rate			
Income: Amount, Source, Transfer Payments, Profits, etc.			
Employment: Employed, Retired, Unemployed, Self-Employed			
Wealth: Investments\ Home Ownership\ Savings			
Property Assessment \ Taxes			
Commute to Outside Jobs\ work in Corvallis			
Mobility: Longevity in Corvallis			
Work Force: Education \ W&B Collar			
Per Capita Cost of City Operations			
% Home Ownership			
Sales Potential\Sales Potential			
Trade Areas			
% Local shopping\outshopping \internet shopping			
Market Segments: Tourists \ Students \ Retirees			
Values\ Lifestyle\ Psychographics			
Image			
Indicators: Drivers Licenses\ Bankruptcies \ Home Sales: Prices # Time on Market			

E. SOURCES OF ECONOMIC INFORMATION

Information service providers compile information from various sources into interactive databases. Most now combine the data with mapping capabilities such as Geographic Information System (GIS) . The combined data can be used to do extensive research quickly and to prepare custom reports. Examples of such sources include: ESRI Business Analyst, Lexus-Nexus, and YourEconomy.com. Information may be available for free, or for pay through a subscription service.

1. Secondary Sources

It is usually more efficient and cost-effective to obtain data through secondary sources rather than primary whenever they available. Secondary sources of information consist of data that have already been collected by another party such as a governmental agency. The Littleton team is an example of city government making good use of secondary source material. That city's goal is to use the highest quality information available to increase the level of innovation in the community.

> *The* [Littleton] *team believes that as the amount of information increases, innovation increases. Therefore, a major portion of each day is spent on database searching. The staff subscribes to 15 database services (like DIALOG and Nexis Lexis) and CD-ROM products. They also access over 100,000 publications worldwide and provide Littleton businesses with marketing lists, competitor intelligence, industry trends, new product releases, financial information and customized research. The office services about 500 contacts per year* [C.Gibbon].

In order to create a picture of economic development in Corvallis, a number of information sources can be investigated, including familiar brand names such as Dun and Bradstreet, Morningstar, and Nielsen. The following is a description of a few important examples, as well as information obtained from each.

a. <u>Small Business Administration (SBA)</u> The U.S. Small Business Administration is a government agency that provides support to small businesses across the United States. They offer a variety of tools, services, and local resources to help small business owners succeed. The SBA also tracks the births and deaths of firms in each Metropolitan Service Area (MSA). Although this data is not always timely, it is free and accessible on their website at: http://www.sba.gov/.

b. <u>Oregon Employment Department</u> The Oregon Employment Department provides a free tool called the Oregon Labor Market Information System, located online: http://www.qualityinfo.org/olmisj/OlmisZine. It allows one to search for firms in specific counties or zip codes, and also provides aggregate information about employment and unemployment. We used the system to obtain information about the number and size of firms in special categories, such as financial services and education.

We also obtained information about net job flows, job creation, new hires, separations, turnover, average monthly earnings and average new hire earnings for each quarter in 2008.

Although the data from the Oregon Employment Department is relatively timely (2008), it is incomplete. The department draws its data from a proprietary subscriptions service called InfoUSA, which relies on surveys and directories to obtain information about firms. Consequently, some firms were not listed because they did not respond to surveys, were excluded for privacy reasons, or were not registered at the time that data was collected.

c. U.S. Bureau of Labor Statistics (BLS) The Bureau of Labor Statistics is a vast and comprehensive source of information for a wide variety of economic indicators. We used the BLS for data on employment and wages by sector or industry, as well as unemployment rates. Data is free and accessible to the public on their website: http://www.bls.gov.

The BLS collects data each month, so the information derived from its reports is extraordinarily timely. Its primary weakness for our purposes was its inability to consistently provide data at a precise enough level of analysis. Although data for Corvallis was provided for some indicators, other data is only offered for the state of Oregon, the Western region, or the nation. However, the level of standardization and ready availability of the data make the Bureau of Labor Statistics the premier secondary source for economic development information.

d. American Community Survey (U.S. Census Bureau) Census data is collected every ten years, but the American Community Survey, which relies upon a sample rather than the entire US population, is conducted every three years. We used the American Community Survey to obtain information about employment and earnings for different age groups, education levels, and genders. We also obtained housing statistics, information about poverty levels. (broken down by common demographic categories), and general population growth. The data is free and available from the US Census Bureau's website at http://www.census.gov/.

e. U.S. Bureau of Economic Analysis (BEA) Although a useful tool for economists who study nation-wide trends, the BEA provides mostly aggregate data at the county level and was not a good source of information about the City of Corvallis. Data obtained was fairly recent, from 2007, and available for free from the BEA's website: http://www.bea.gov/.

2. Primary Research

The time to embark on primary research is when there are no quality secondary data options.

a. Economic Snapshots These *ad hoc* reports examine a topical issue in a particular place at a particular time. Analysts' / consultant's reports are a good example. In the present report, we have cited several such documents. First, *Prosperity that Fits* which was completed by Barney and Worth [B&W] in 2006; they completed a local survey and included references to secondary data; ESRI and federal statistics. Second, in 2002, Weber and Sorte completed an econometric study of Benton County imports and exports [**W&S**]. They used North American Industrial Classification (NAIC) and the IMPLAN economic model. The study completed by the Downtown Corvallis Association, completed in 2005, is another example.

b. Custom Data Series Economic snapshots quickly become dated. In a sense they create a demand for their replacements!

Citizen Attitude Surveys are completed every year and with a little work could be used to track trends. In a previous section, **V.C**, This report identifies the sorts of questions in the present survey questionnaire which could help to provide insight into economic performance.

Currently, the idea of a local business registration program is being discussed [**PTF 4.3**]. At a minimum, such a program would, on an on-going basis, provide information about births, deaths, and longevity of firms. Depending on how it was administered, it could also provide data on sales, employment, etc.

F. INFORMATION REQUIREMENTS

Understanding the economy, requires "good" data, that is data which are:

- **Necessary** - give answers to important questions;
- **Accurate** - have a low error rate \ high level of precision\ low degree of uncertainty;
- **Timely** – frequently updated and available for decision making;
- **Representative –** specific to the (entire) Corvallis community;
- **Unbiased** – not weighted towards a particular point of view;
- **Valid** – measure what they are supposed to measure;
- **Reliable –** repeated measurements produce similar, not different, results;
- **Complete** - all groups and individuals, activities, places, times, are measured;
- **Verifiable** - other sources of data provide consistent results:
- **Affordable** - perfect information may not be affordable.

No source of data is perfect. These criteria should be used to assess the quality of secondary or primary data to understand the limits of their usefulness.

APPENDIX I

Foundation Information

Foundations describe the bedrock of the city from a historical perspective. They can be expected to last for 50 to 100 years. Although residents may not think about, or even be aware of them, foundations impact culture and lifestyle, demographics, economic opportunity, business activity, etc. Historic foundations supplement the **SITUATION ANALYSIS** for Corvallis.

a. <u>Population Foundations</u> With so many college students, our population and demographics are very skewed due to the number of residents between the ages of 19 and 25. And due to the percentage of students, there is a smaller "permanent" population than in a typical Metropolitan Planning Organization [>50,000 residents] town with fewer tax-paying, wage-earners. Partly due to the students, there is a very high rate of renting in Corvallis and corresponding low level of home ownership. Traditional families are underrepresented. Residents came here from all over the nation and the world. Parts of the population are transient: college students plan to leave Corvallis even as they enroll, and local kids typically leave town after high school.

b. <u>Economic Foundations</u> Corvallis has been dominated by a small number of relatively large employers, particularly Oregon State University. Overall, governmental agencies provide a large proportion of total employment. Industrial, commercial, and government organizations consume a majority of the energy, electricity and natural gas.

Corvallis has a mobile workforce. The University and other governmental organizations recruit nationally and internationally for administrators and professors. Professionals use this community as a stepping stone. Educated employees are mobile - they can move somewhere else if they lose their jobs. Unlike Silicon Valley, there are not hundreds of other companies in town needing the same talented employees.

c. <u>Geographic Foundations</u> Corvallis' latitude is 44°34'N, longitude 123°16'W, and altitude 224', providing a mild climate; it lies in a valley between the west side of the Willamette River and the east side of the Pacific coast range; the floor of the river valley provides limited natural resources. Downtown was laid out more than 150 years ago. A town named Orleans, located directly across the river, was destroyed by a flood in 1861; subsequent flooding has deterred rebuilding a twin town over there. Riverfront Park wouldn't be the same without the river passing by.

The map of annexations shows the growth of the city from the beginning. The Urban growth boundary, created in 1971, has altered the markets for residential development on both sides of the line and may have contributed to the surprising demographic differences between urban and rural Benton County. Interstate 5 avoids Corvallis; Highway 20/34 bypasses the town; Highway 99 passes through it.

d. <u>Infrastructure Foundations</u> Seen from an altitude, Corvallis is a mature urban forest. Agricultural history shaped the street grid in the older parts of town; thoroughfares follow footpaths, section lines, neighborhood streets, and County roads (Harrison Boulevard was the main route to Wren!). Some historic intersections now fail to meet modern service standards.

The traditional, red brick OSU campus is a dominant feature. Over time, the campus has expanded extensively westward with some movement into existing neighborhoods to the east, north, and south.

Corvallis includes three national historic districts under federal protection. The municipal airport was built as a military airbase during WWII. Because of buildup in the city, it is difficult to find sizeable, central locations for schools or a bus garage. The new Corvallis High School had to be built on a suboptimal site (too small), and Crescent Valley High School was built outside the City limits in anticipation of population growth that never materialized. Corvallis is remarkable for its network of bike paths which have been built a little bit at a time. Our existing housing stock is a legacy which has accumulated through history; part of the legacy is that most buildings do not meet the latest LDC requirements.

Dates of Construction for Houses in Corvallis

Period:	≤ 1939	1940-49	1950-59	1960-69	1970-79	1980-89	1990-2000
Number:	1972	1301	2,304	3,294	6,084	1,986	3,958

e. <u>Government Foundations</u> Corvallis is part of the State of Oregon and once was the territorial capital. In 1893 the western part of Benton County split off and combined with the western part of Polk County to form Lincoln County. Unlike Lane County, Benton County is separated from the Pacific Ocean by a political boundary. Corvallis is still the County Seat, the home of a State university, and a location for Federal and State offices. Government employment is significant (approximately 35% now).

The State has never had a sales tax. Statewide ballot measures 5, 47, and 50 impact local property tax revenues. State law requires balanced budgets. PERS, a statewide government retirement program instituted in the 1970s, impacts municipal expenses. Transient revenue tax [TRT] provides about $200K for allocations to local economic development organizations.

Local municipalities have become dependent upon the federal government, especially for capital projects. After the 2000 census, Corvallis was granted Metropolitan Planning Organization [MPO] status which enables the City to apply for additional grants which are only available to cities with populations over 50,000.

OSU has valuable infrastructure. However, as a governmental organization, the University is exempt from paying local property taxes to support City, County, or public school services.

f. Cultural Foundations Historically, OSU programs have concentrated on the scientific and technical rather than the artistic and literary. The City's premier festival is DaVinci Days, a celebration of art, science, and technology. OSU is a member of the Pacific 10 athletic conference, and sports contests are enthusiastically supported by Beaver fans. The City owns the Majestic Theater, pays to support the Arts Center with property taxes, and is proud of its library. Some retirees report that they moved to Corvallis because of its cultural and recreational opportunities. Citizens rate cultural opportunities highly in the *Citizen Attitude Survey*.

The entire OSU student body turns over every few years. As a result, this group is hard to acculturate with local shopping loyalties, behavioral expectations, or Corvallis values. Corvallis has a mosque, a Jewish meeting center with a Rabbi, and several Christian churches with specific ethnic denominations. Still, according to a 2003 study, Benton County was the least religious county in the USA.

g. Chronic Problems Retail leakage has been a concern in Corvallis for a long time as have parking shortages downtown and in some neighborhoods. For at least twenty years, affordable housing for low income people, including some low-wage workers, has been judged inadequate. Jobs in the property-tax-providing manufacturing sector have been rapidly declining since 1997.

h. Comprehensive Plan Findings Some assumptions ("Findings") in the twelve-year-old *Comprehensive Plan* are no longer accurate.

8.2.f	*For the period 1986 to1996, employment in Corvallis and in Benton County grew more than twice as fast as the population as a whole.*
8.2.k	*Currently, sixty-five percent of the City room tax is available for economic development through the City's Economic Development Allocation process.*
8.3.a	*The unemployment rate for Benton County in 1996 was 2.7%, representing 1,150unemployed persons. This was the lowest unemployment rate in Oregon.*
8.3.c	*Benton County's low unemployment rate has made it difficult for many Corvallis employers to locate qualified, skilled workers for available jobs.*
8.9.i	*Recent growth in high-tech manufacturing, especially at Hewlett - Packard, has led to relocation and local creation of numerous high-tech related enterprises.*
8.9.o	*Large parcels of general industrial land are key elements of the industrial land market that serve as magnets for development.*

APPENDIX II

Possible Incentives [Koven and Lyons]

"Incentives are most likely to be effective as tools of business attraction when they are targeted to the specific needs of the firms being recruited." [K&L, p.60]

"An understanding of these tools of development is essential for leaders who hope to protect their tax base [K&L, p. xi]

a. Financial incentives
    - Grants
    - Loans
    - Tax-exempt bonds
    - Equity and near-equity financing

b. Tax Policies
    - Common tax incentives
        - Tax abatements
        - Exemptions
        - Tax increment financing
    - Other types of incentives
        - Circuit breakers
        - Tax credits
        - Tax deferrals
        - Tax classifications
        - Accelerated depreciations
        - Tax stabilization

c. Nonfinancial assistance
    - Site development
        - water and sewer, energy, roadways, high speed communications, airport
        - industrial buildings
        - power surges or vacuums PTF 10.2
    - Land banks
    - Industrial parks
    - Enterprise zones
    - Human resources
    - Customized training
    - Education
    - Research capacity

CORVALLIS-BENTON
CHAMBER
COALITION

Thank you to our Platinum Star Members supporting advocacy

ATS Systems Oregon, Inc.
The Ball Studio/Photography
Blackledge Furniture
CH2M HILL
The Corvallis Clinic
Jeanne Smith & Associates, PC
Pacific Power
Peak Internet
Samaritan Health Services
Starker Forests, Inc.
Town & Country Realty

Thank you to our Economic Development Investors

Blackledge Furniture
Citizens Bank
City of Corvallis
Consumers Power
Devco Engineering
OSU Federal Credit Union
Pacific Power
Samaritan Health Services
Starker Forests Inc.

420 NW 2nd Street
Corvallis, OR 97330
Phone: 541-757-1505
info@cbchambercoalition.com
www.cbchambercoalition.com

Corvallis City Council
PO Box 1083
Corvallis, OR 97339

Benton County Commissioners
PO Box 3020
Corvallis, OR 97339

April 14, 2010

RE: Enterprise Zone Expansion

The Chamber Coalition would like to actively encourage the City of Corvallis to move forward with the Enterprise Zone expansion efforts considering all industrial land in the Corvallis MSA. Here are some reasons why an expansion is worth considering:

- An Enterprise Zone abates taxes only on new construction (rehab) and equipment. Property taxes will still have to be paid by the applicant during the years for the abatement.
- We have and will maintain local control of this economic development incentive. Because of this we have and will continue to include sustainability as a key factor for Enterprise Zone applicants.
- An Enterprise Zone will encourage the creation of jobs paying 150% of the median wage in Benton County.
- An Enterprise Zone will encourage development in areas that could be redeveloped, keeping the city dense and lowering needs for infrastructure and public and private transportation.
- 65% of all Enterprise Zone developments in Oregon are a result of local expansion. In the existing zone, 100% of development has been local.
- An Enterprise Zone only lasts 3-5 years and is therefore very difficult for a corporation to misuse.

The following pages should provide the data needed in consideration of the Enterprise Zone expansion. We were specifically asked to identify areas of the Corvallis MSA that meet the neighborhood poverty test that was used to consider the original Enterprise Zone application. The following census block meet the criteria of greater than 17% poverty based on the 2000 census, which is the most current data available. The U.S. Census anticipates they will be able to provide this information on an annual basis beginning in December 2011.

Census Blocks at or above 17% poverty include the following:

Census Tract 1, Block Group 1	Census Tract 1, Block Group 2
Census Tract 6, Block Group 1	Census Tract 7, Block Group 1
Census Tract 7, Block Group 2	Census Tract 8.01, Block Group 1
Census Tract 8.01, Block Group 2	Census Tract 8.02, Block Group 1
Census Tract 8.02, Block Group 2	Census Tract 8.02, Block Group 3
Census Tract 9, Block Group 2	Census Tract 9, Block Group 3
Census Tract 10.01, Block Group 2	Census Tract 10.01, Block Group 3
Census Tract 10.02, Block Group 2	Census Tract 11.02, Block Group 1
Census Tract 11.02, Block Group 2	Census Tract 11.02, Block Group 3

Maps of these areas have also been included for your review. Again, please consider moving forward with the Enterprise Zone expansion. It is an important tool for encouraging smart and responsible economic development.

Sincerely,

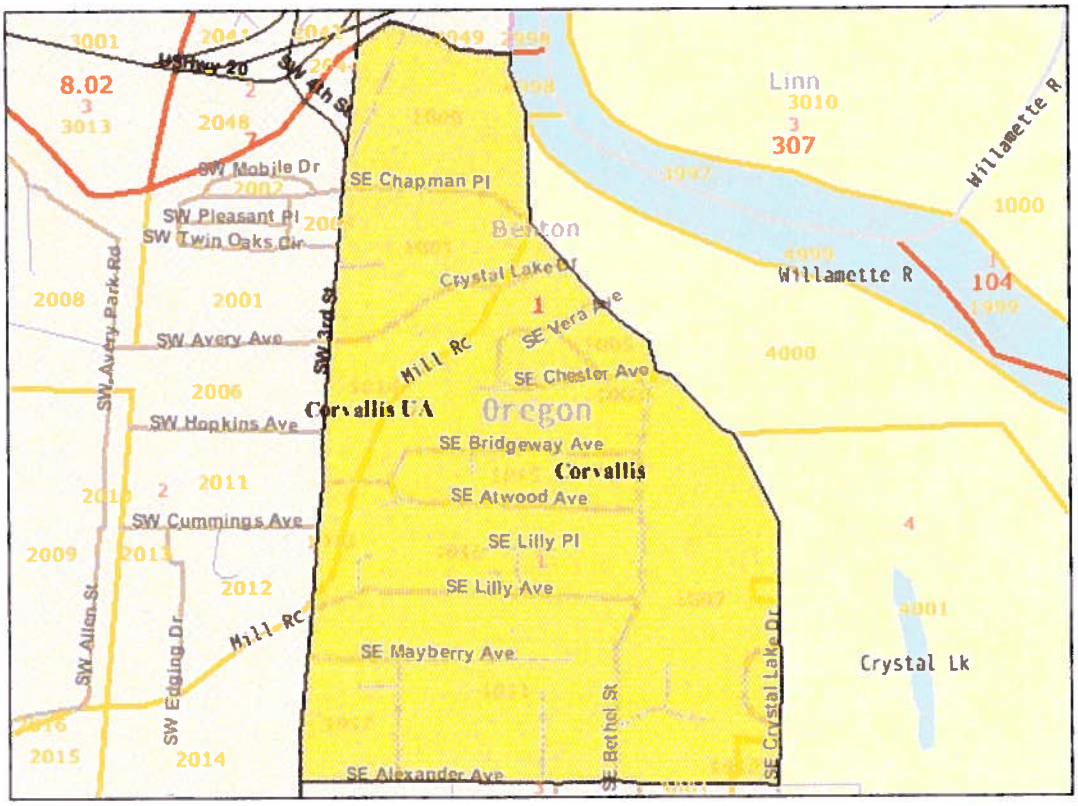
M. Rusk

Mysty Rusk
President

Block Group 1, Census Tract 1, Benton County, Oregon

Boundaries
- State
- '00 County
- '00 Census Tract
- '00 Block Group
- '00 Block
- '00 Place
- '00 Urban Area
- '00 Urban Area

Features
- Major Road
- Street
- Stream/Waterbody
- Stream/Waterbody



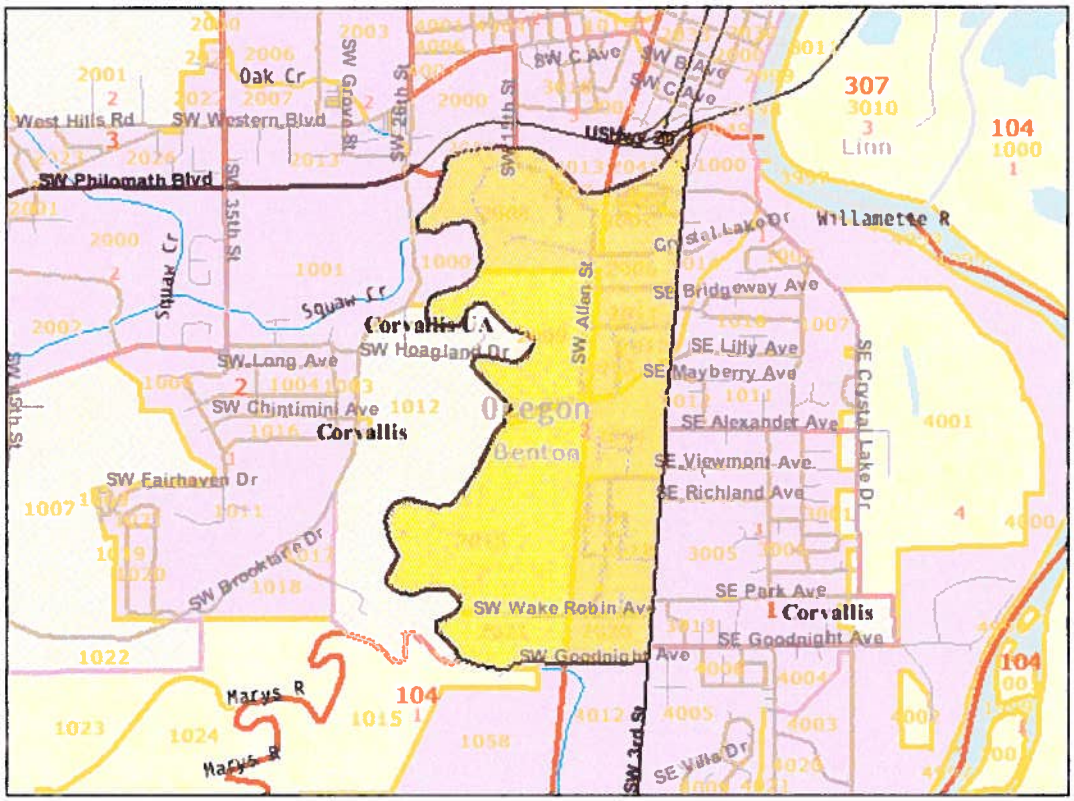
1.1 mile across

Close

Block Group 2, Census Tract 1, Benton County, Oregon

Boundaries
- State
- '00 County
- '00 Census Tract
- '00 Block Group
- '00 Block
- '00 Place
- '00 Place
- '00 Urban Area
- '00 Urban Area

Features
- Major Road
- Street
- Stream/Waterbody
- Stream/Waterbody



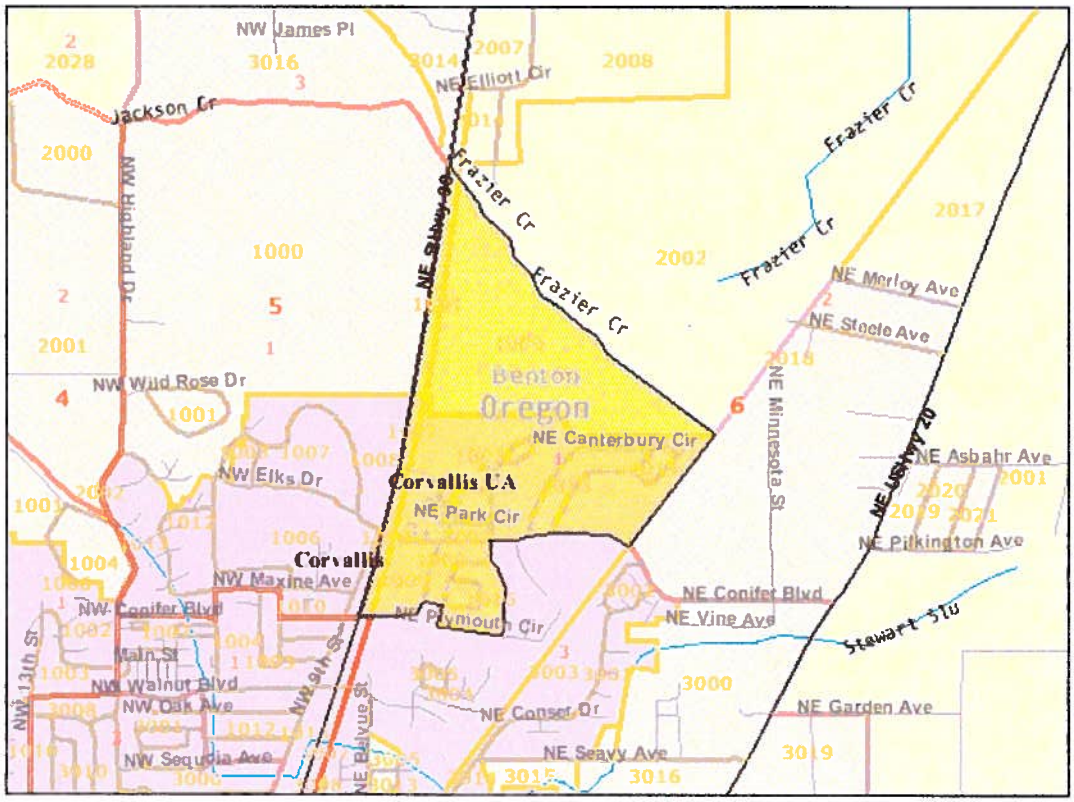
2.8 miles across

Close

Block Group 1, Census Tract 6, Benton County, Oregon

Boundaries
- State
- '00 County
- '00 Census Tract
- '00 Block Group
- '00 Block
- '00 Place
- '00 Place
- '00 Urban Area
- '00 Urban Area

Features
- Major Road
- Street
- Stream/Waterbody
- Stream/Waterbody



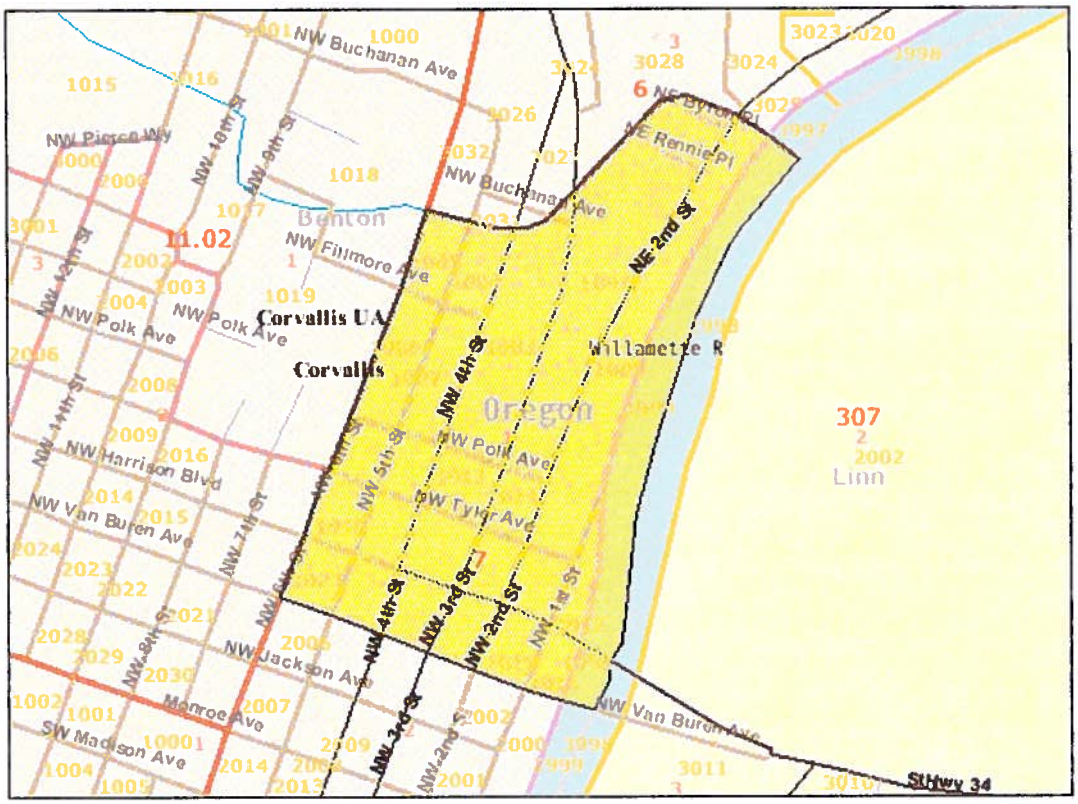
2.8 miles across

Close

Block Group 1, Census Tract 7, Benton County, Oregon

Boundaries
- State
- '00 County
- '00 Census Tract
- '00 Block Group
- '00 Block
- '00 Place
- '00 Urban Area
- '00 Urban Area

Features
- Major Road
- Street
- Stream/Waterbody
- Stream/Waterbody



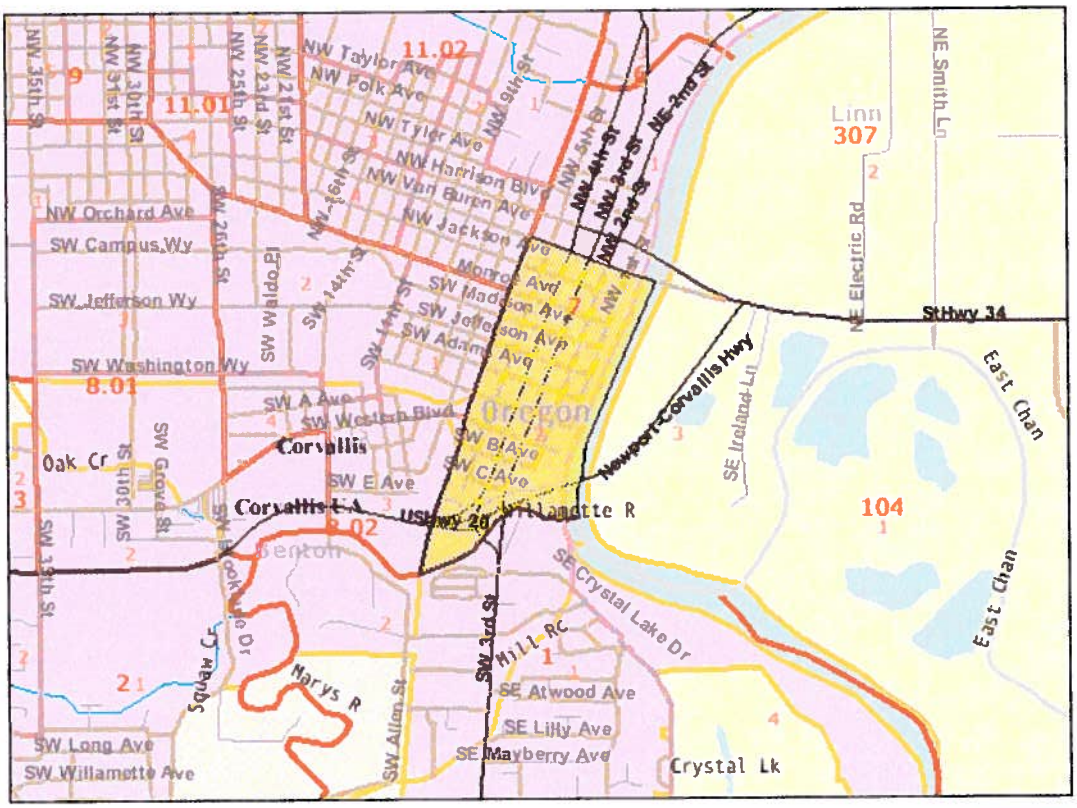
1.1 mile across

Close

Block Group 2, Census Tract 7, Benton County, Oregon

Boundaries
- State
- '00 County
- '00 Census Tract
- '00 Block Group
- '00 Block
- '00 Place
- '00 Place
- '00 Urban Area
- '00 Urban Area

Features
- Major Road
- Street
- Stream/Waterbody
- Stream/Waterbody



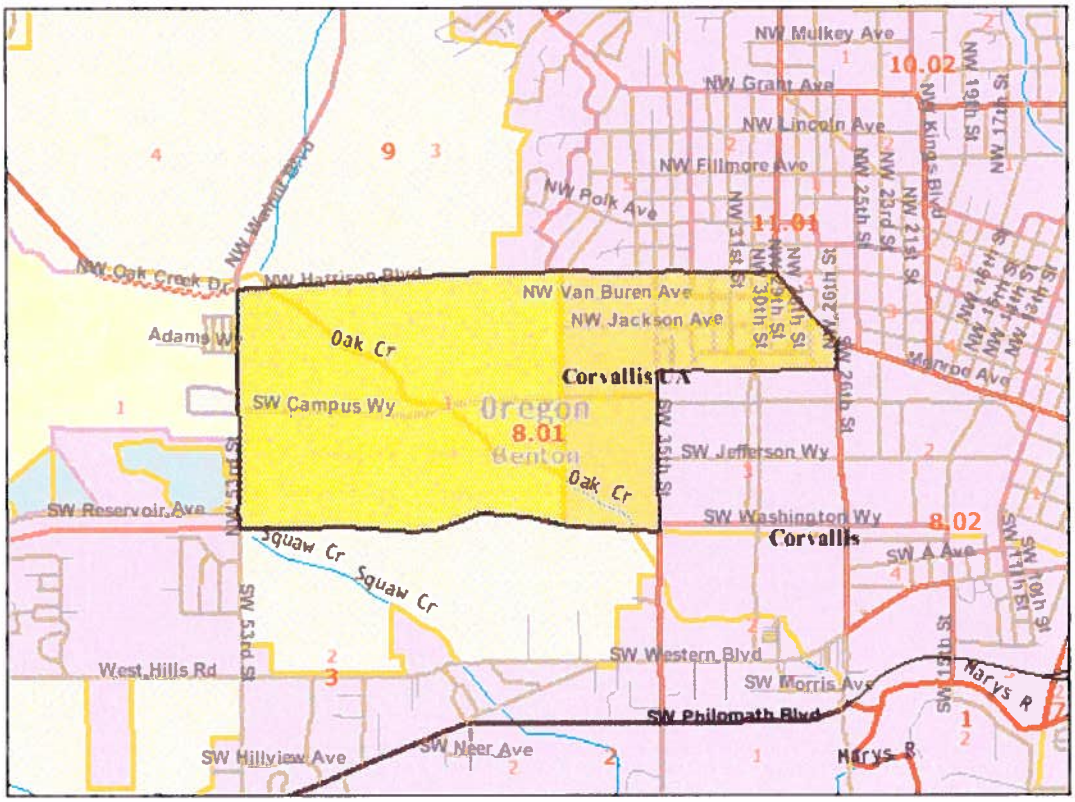
2.8 miles across

Close

Block Group 1, Census Tract 8.01, Benton County, Oregon

Boundaries
- State
- '00 County
- '00 Census Tract
- '00 Block Group
- '00 Block
- '00 Place
- '00 Place
- '00 Urban Area
- '00 Urban Area

Features
- Major Road
- Street
- Stream/Waterbody
- Stream/Waterbody



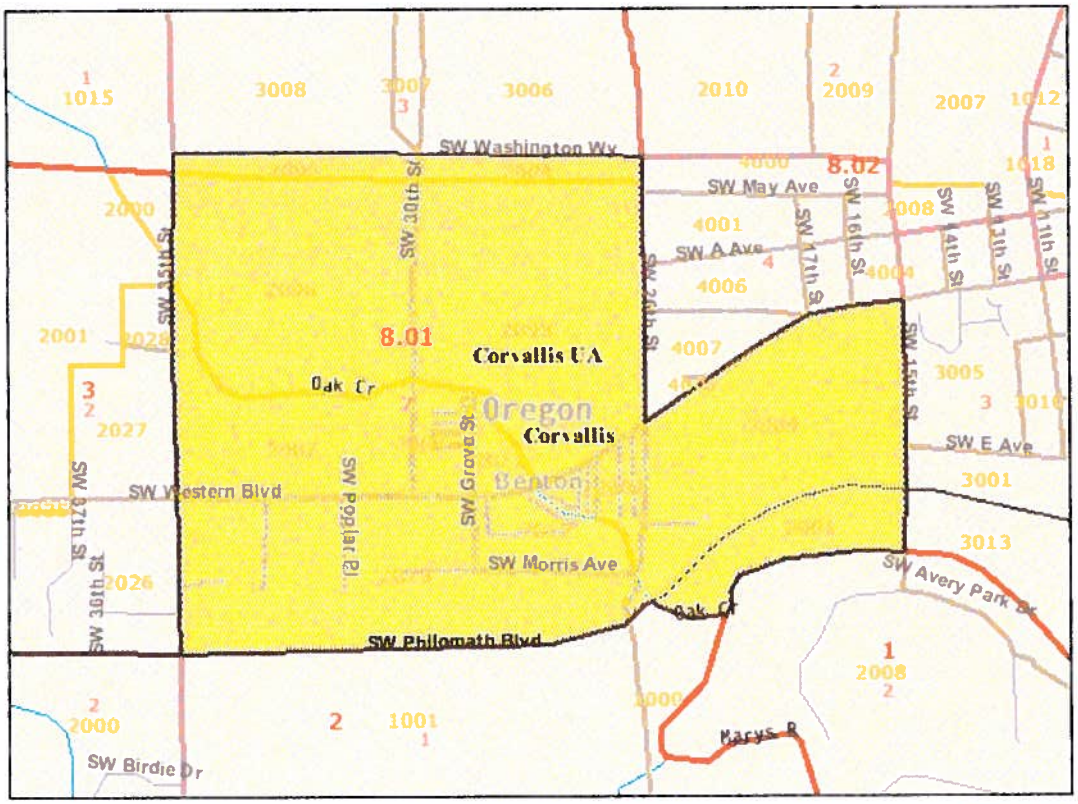
2.8 miles across

Close

Block Group 2, Census Tract 8.01, Benton County, Oregon

Boundaries
- State
- '00 County
- '00 Census Tract
- '00 Block Group
- '00 Block
- '00 Place
- '00 Urban Area
- '00 Urban Area

Features
- Major Road
- Street
- Stream/Waterbody
- Stream/Waterbody



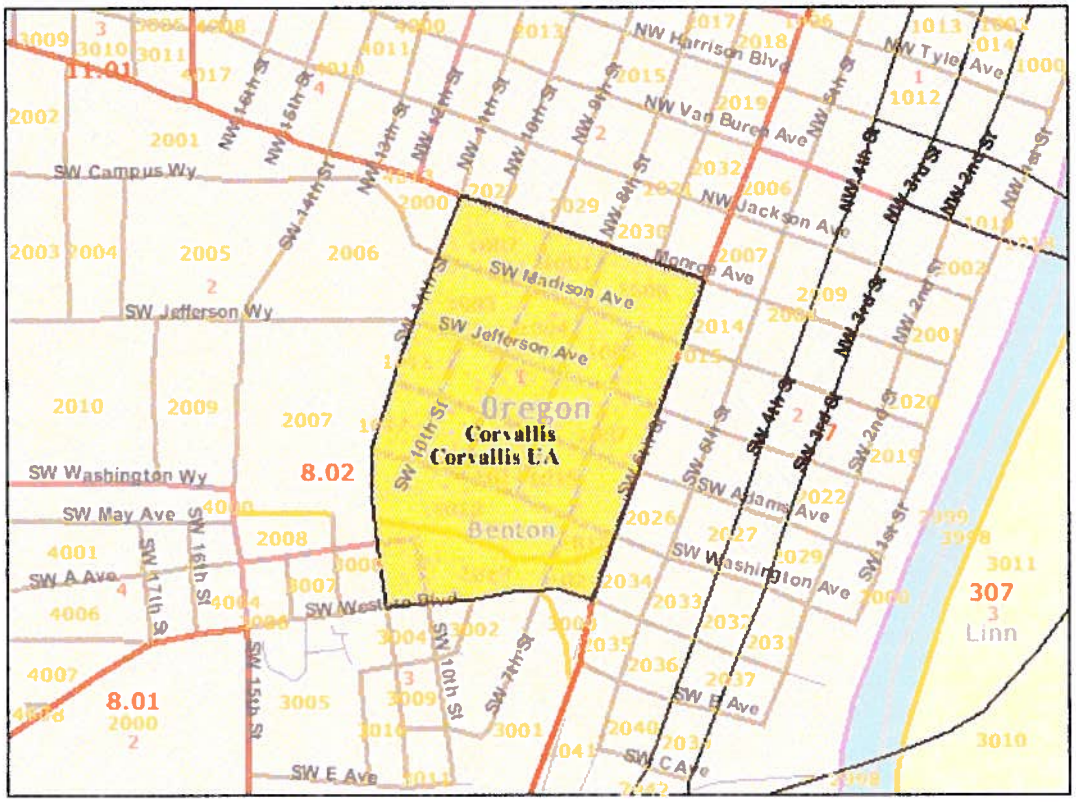
1.1 mile across

Close

Block Group 1, Census Tract 8.02, Benton County, Oregon

Boundaries
- State
- '00 County
- '00 Census Tract
- '00 Block Group
- '00 Block
- '00 Place
- '00 Urban Area
- '00 Urban Area

Features
- Major Road
- Street
- Stream/Waterbody
- Stream/Waterbody



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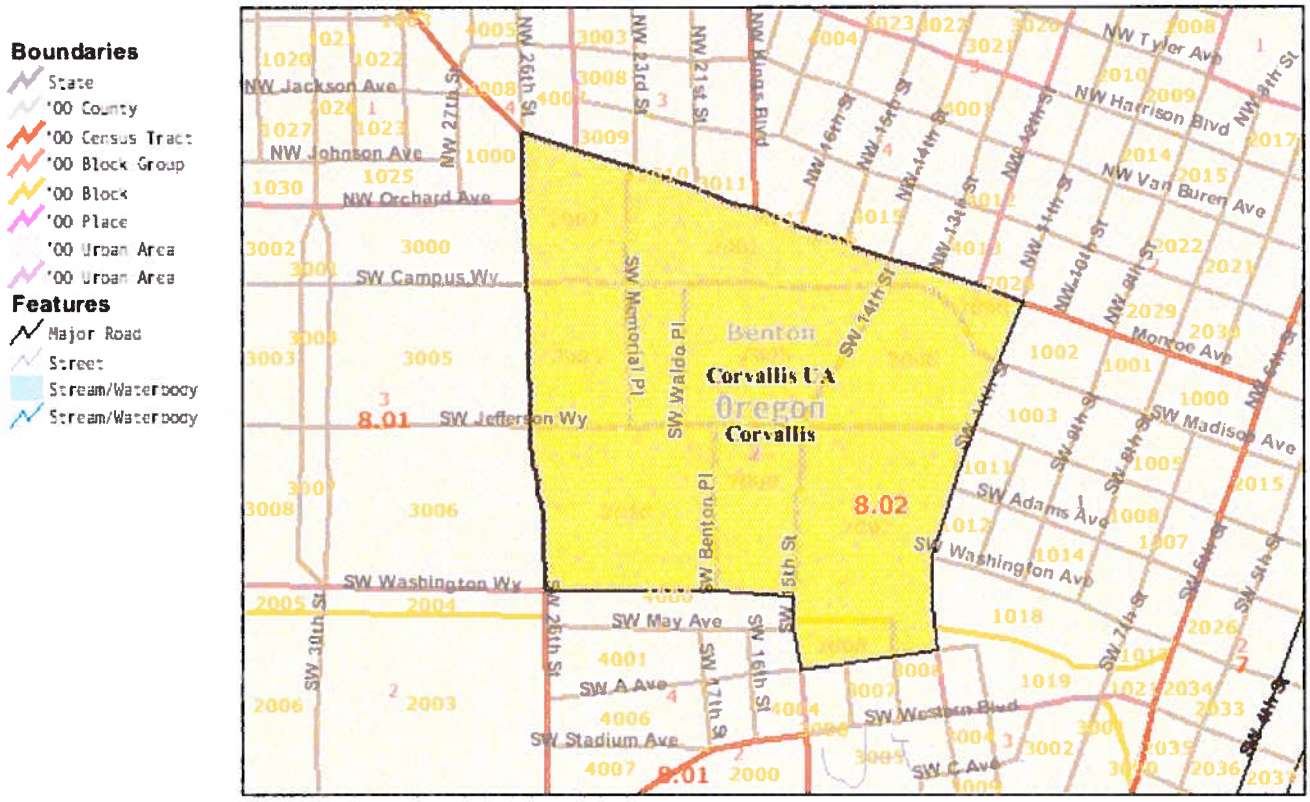
Close

Block Group 2, Census Tract 8.02, Benton County, Oregon



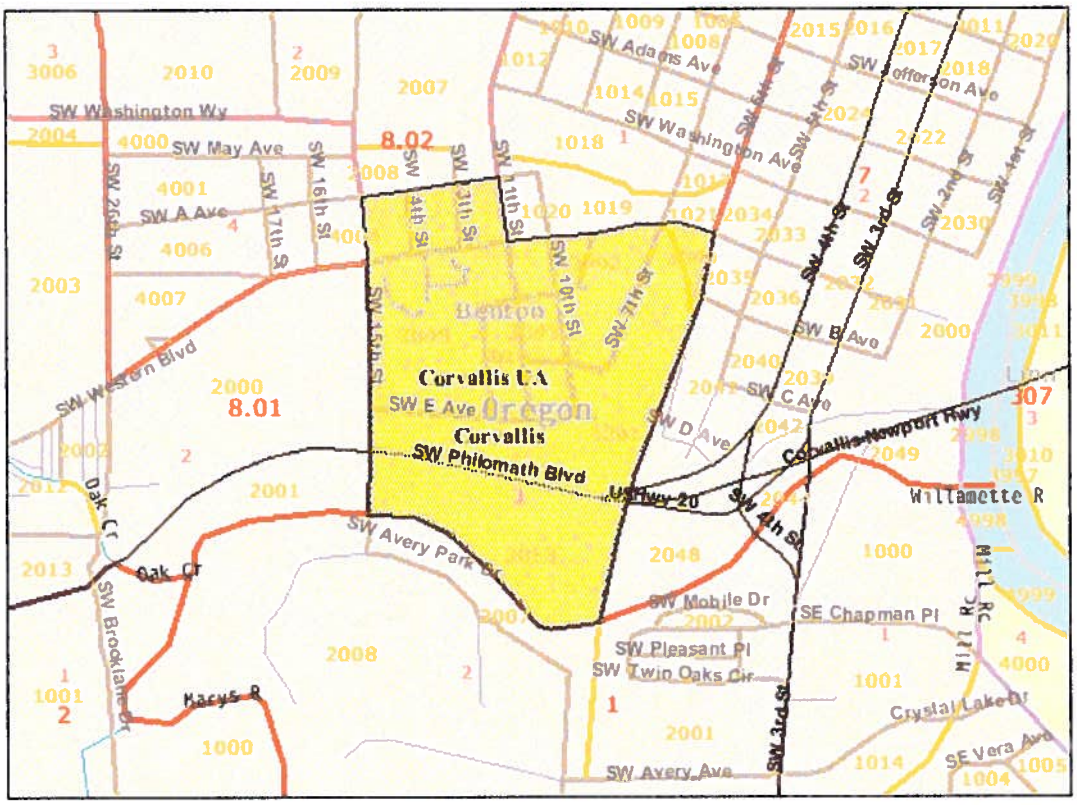
1.1 mile across

Close

Block Group 3, Census Tract 8.02, Benton County, Oregon

Boundaries
- State
- '00 County
- '00 Census Tract
- '00 Block Group
- '00 Block
- '00 Place
- '00 Urban Area
- '00 Urban Area

Features
- Major Road
- Street
- Stream/Waterbody
- Stream/Waterbody



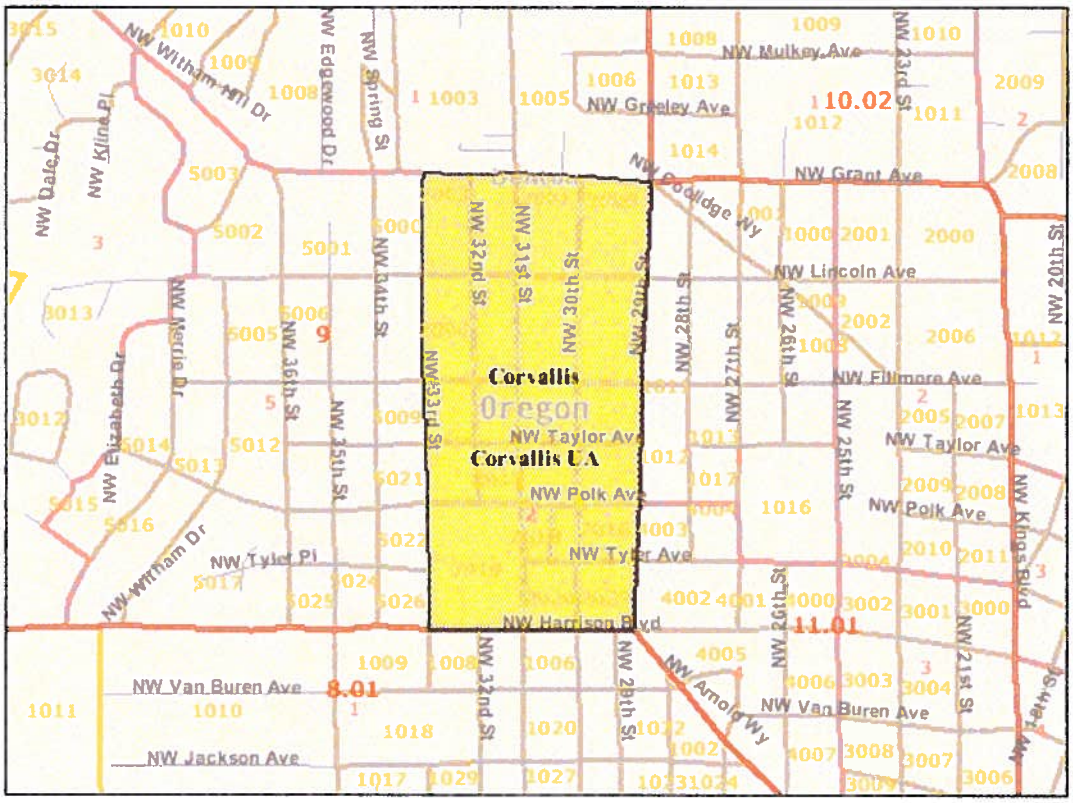
1.1 mile across

Close

Block Group 2, Census Tract 9, Benton County, Oregon

Boundaries
- State
- '00 County
- '00 Census Tract
- '00 Block Group
- '00 Block
- '00 Place
- '00 Urban Area
- '00 Urban Area

Features
- Major Road
- Street
- Stream/Waterbody
- Stream/Waterbody



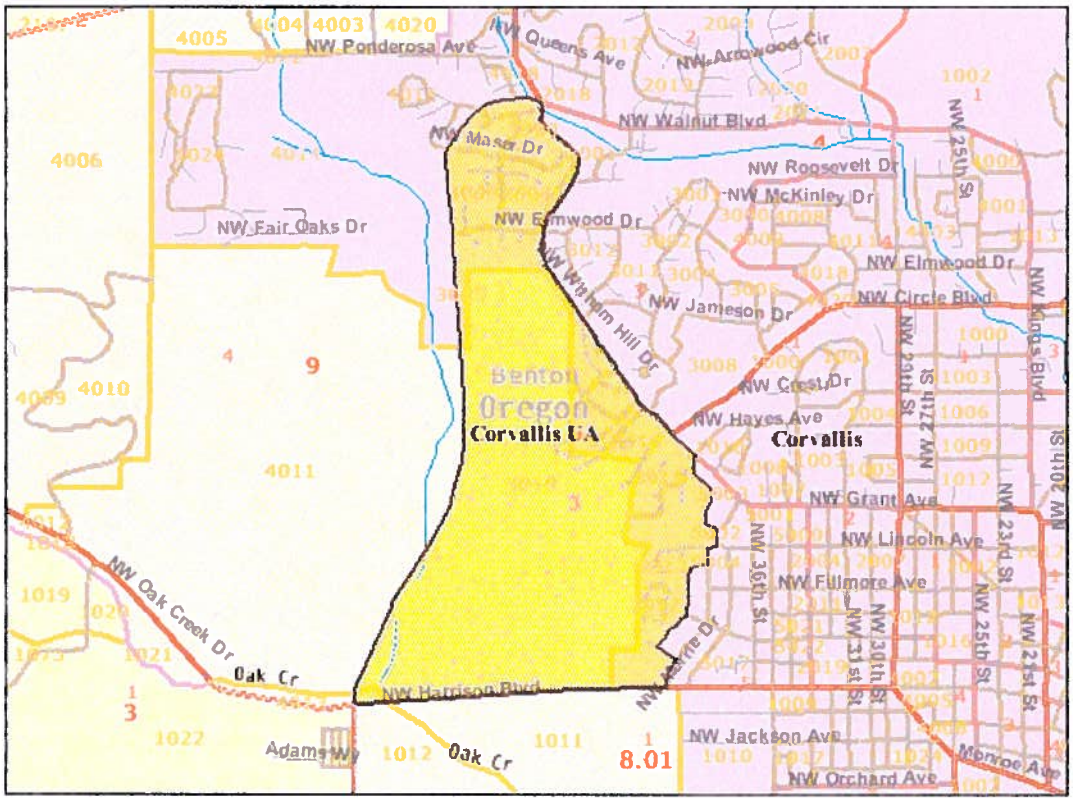
1.1 mile across

Close

Block Group 3, Census Tract 9, Benton County, Oregon

Boundaries
- State
- '00 County
- '00 Census Tract
- '00 Block Group
- '00 Block
- '00 Place
- '00 Place
- '00 Urban Area
- '00 Urban Area

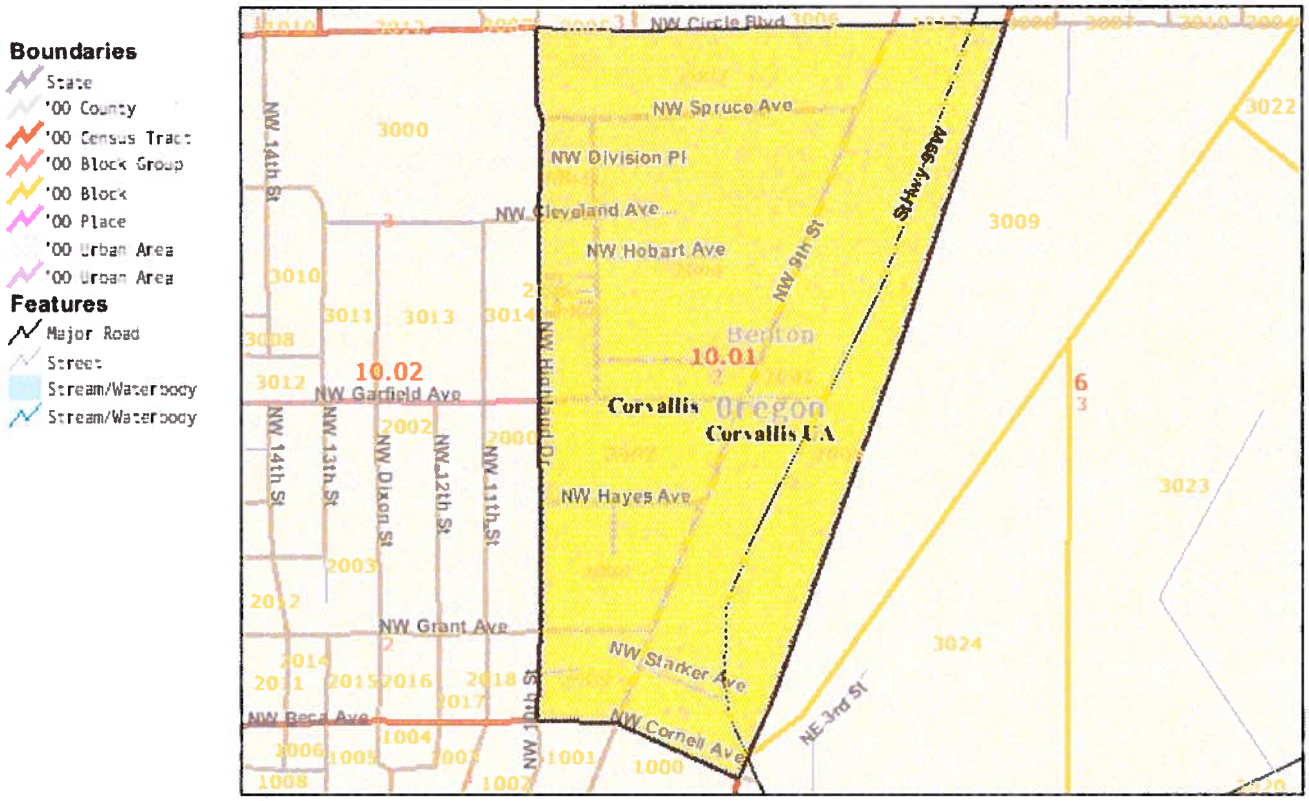
Features
- Major Road
- Street
- Stream/Waterbody
- Stream/Waterbody



2.8 miles across

Close

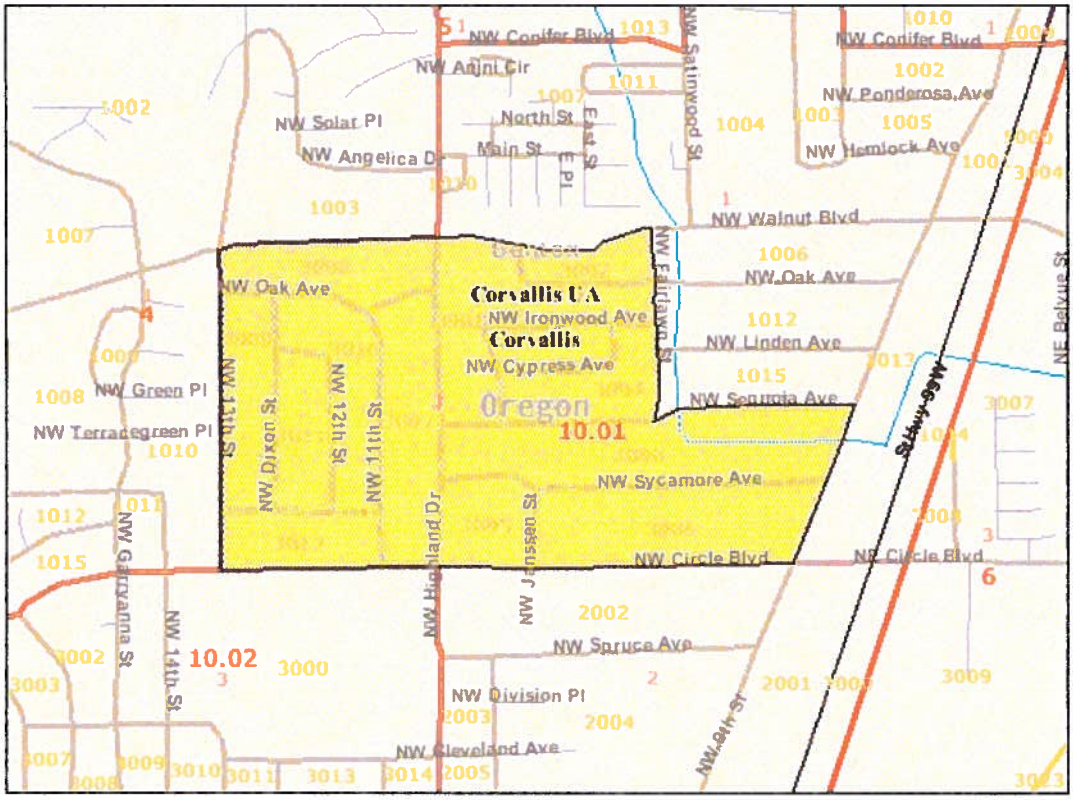
Block Group 2, Census Tract 10.01, Benton County, Oregon



Block Group 3, Census Tract 10.01, Benton County, Oregon

Boundaries
- State
- '00 County
- '00 Census Tract
- '00 Block Group
- '00 Block
- '00 Place
- '00 Urban Area
- '00 Urban Area

Features
- Major Road
- Street
- Stream/Waterbody
- Stream/Waterbody



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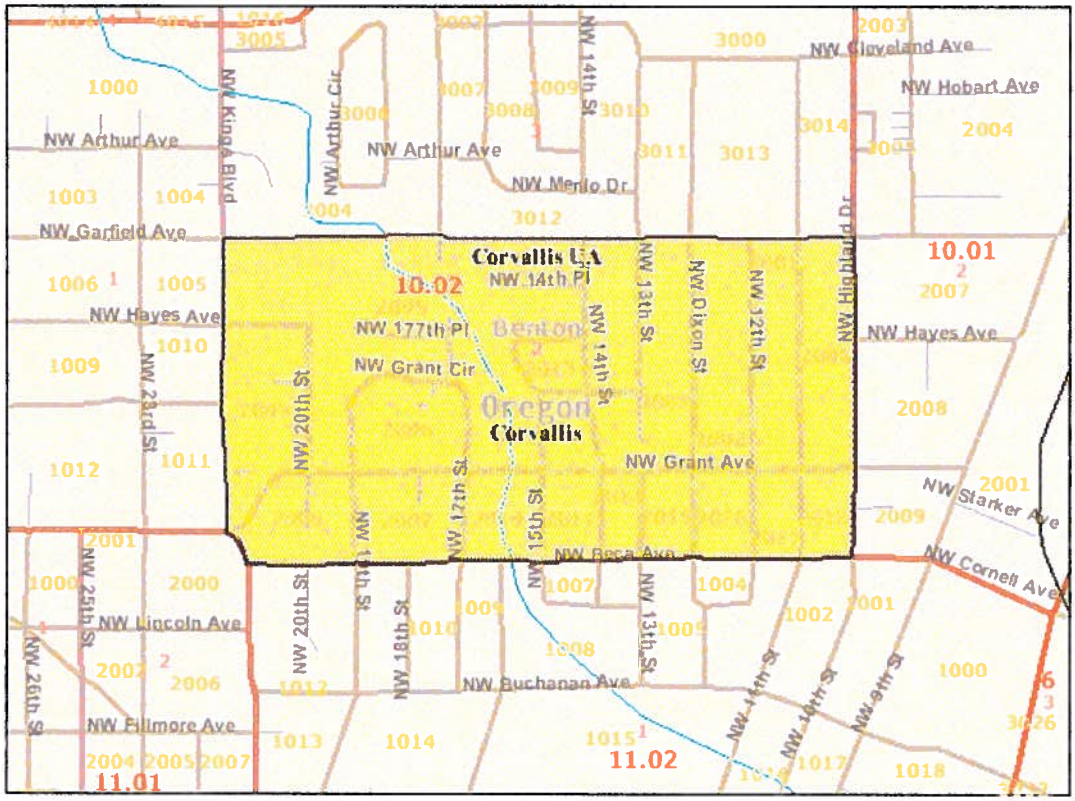
Close

Block Group 2, Census Tract 10.02, Benton County, Oregon

Boundaries
- State
- '00 County
- '00 Census Tract
- '00 Block Group
- '00 Block
- '00 Place
- '00 Urban Area
- '00 Urban Area

Features
- Major Road
- Street
- Stream/Waterbody
- Stream/Waterbody



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Close

Block Group 1, Census Tract 11.02, Benton County, Oregon

Boundaries
- State
- '00 County
- '00 Census Tract
- '00 Block Group
- '00 Block
- '00 Place
- '00 Urban Area
- '00 Urban Area

Features
- Major Road
- Street
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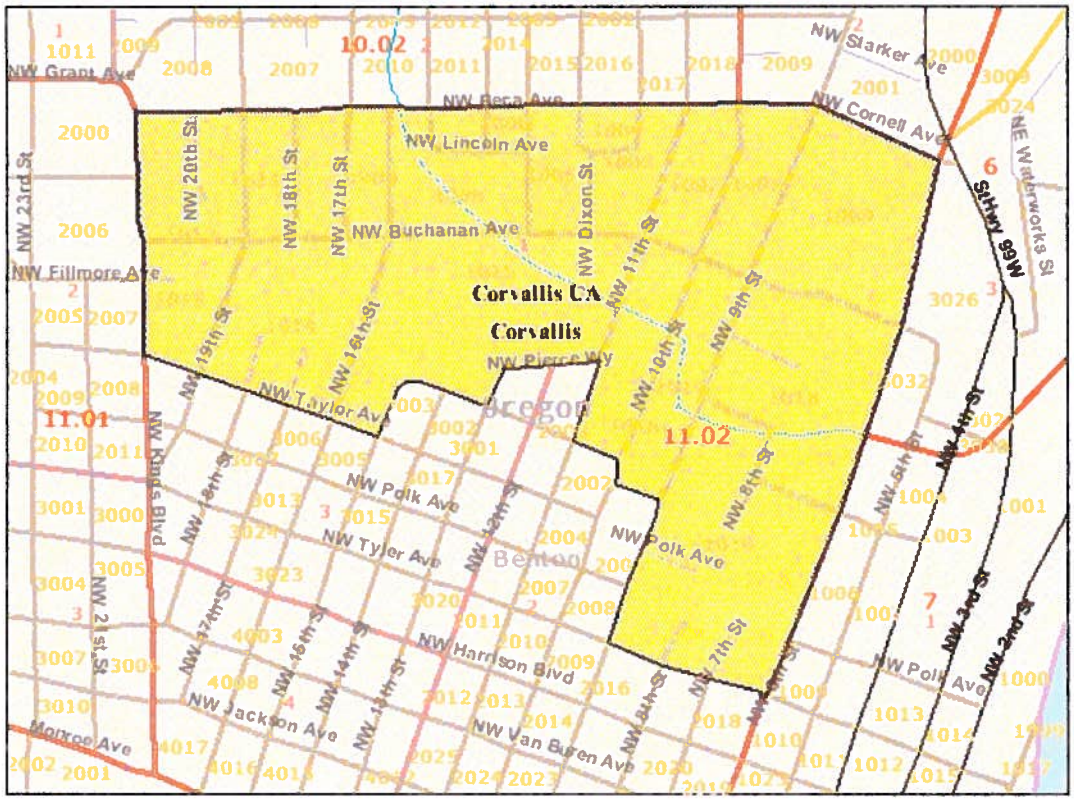
- Stream/Waterbody



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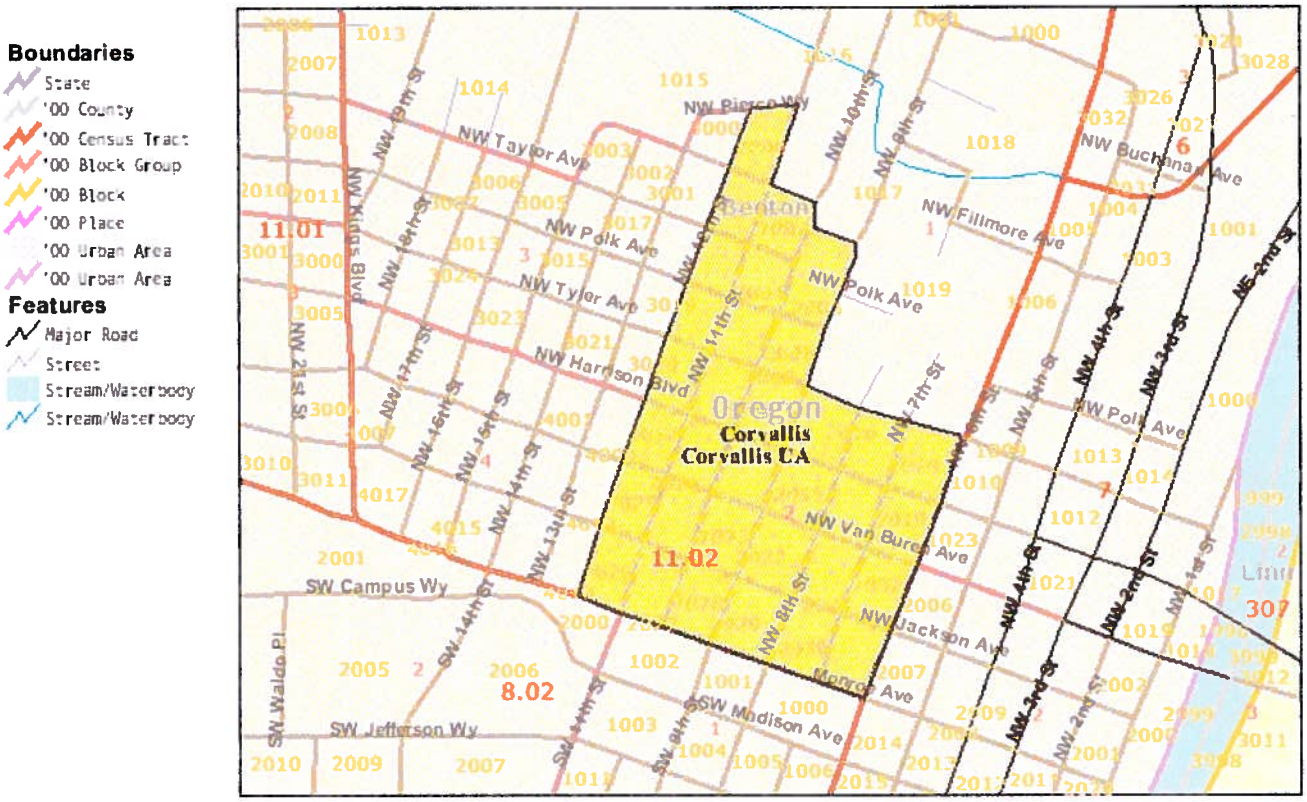
Block Group 2, Census Tract 11.02, Benton County, Oregon



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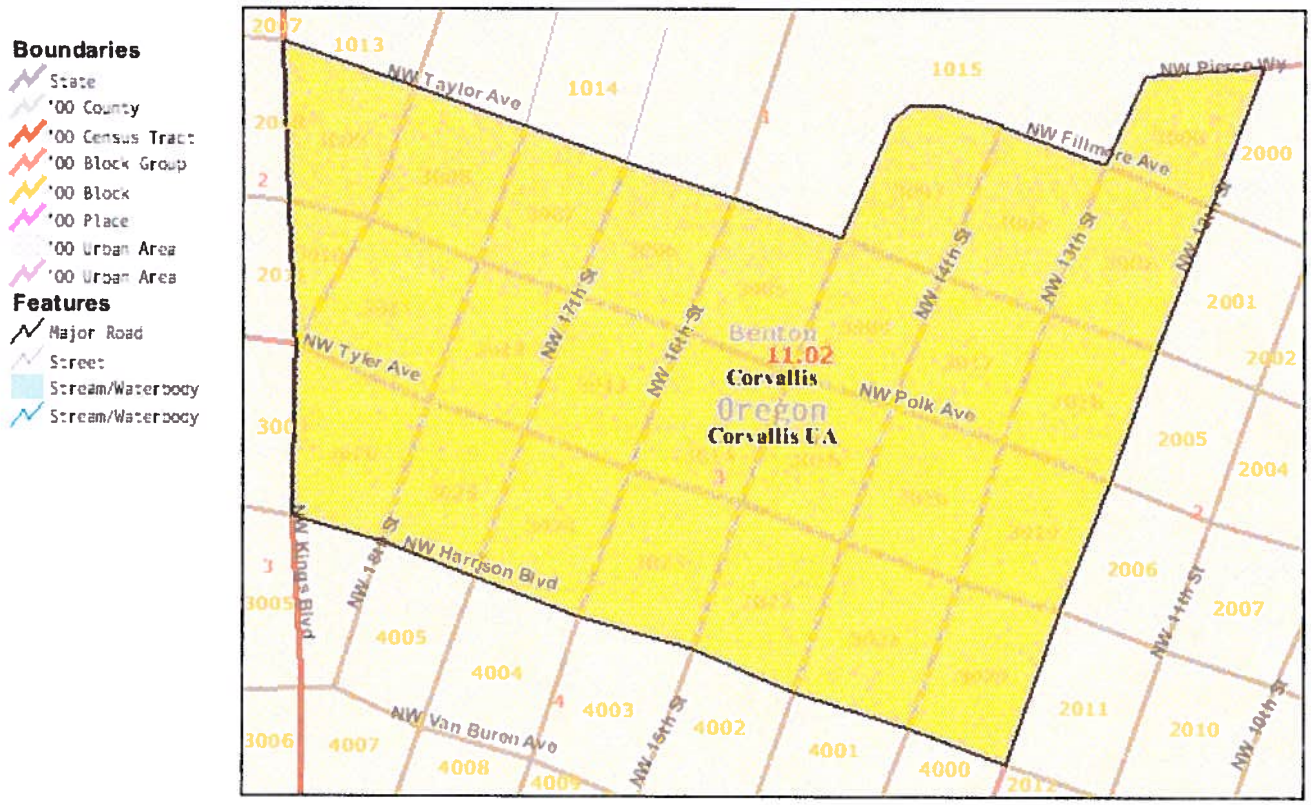


0.5 mile across

Close

Information for EZ Expansion (Census 2000)

Census 2000 Demographic Profile Highlights:			
General Characteristics - show more >>	Number	Percent	U.S.
Total population	49,322		
Male	24,564	49.8	49.10%
Female	24,758	50.2	50.90%
Median age (years)	27	(X)	35.3
Under 5 years	2,396	4.9	6.80%
18 years and over	40,596	82.3	74.30%
65 years and over	4,970	10.1	12.40%
One race	47,932	97.2	97.60%
White	42,433	86	75.10%
Black or African American	570	1.2	12.30%
American Indian and Alaska Native	376	0.8	0.90%
Asian	3,168	6.4	3.60%
Native Hawaiian and Other Pacific Islander	141	0.3	0.10%
Some other race	1,244	2.5	5.50%
Two or more races	1,390	2.8	2.40%
Hispanic or Latino (of any race)	2,820	5.7	12.50%
Household population	44,435	90.1	97.20%
Group quarters population	4,887	9.9	2.80%
Average household size	2.26	(X)	2.59
Average family size	2.88	(X)	3.14
Total housing units	20,909		
Occupied housing units	19,630	93.9	91.00%
Owner-occupied housing units	8,809	44.9	66.20%
Renter-occupied housing units	10,821	55.1	33.80%
Vacant housing units	1,279	6.1	9.00%
Social Characteristics - show more >>	Number	Percent	U.S.
Population 25 years and over	26,539		
High school graduate or higher	24,681	93	80.40%
Bachelor's degree or higher	14,101	53.1	24.40%

Civilian veterans (civilian population 18 years and over)	3,853	9.6	12.70%
Disability status (population 5 years and over)	5,978	12.8	19.30%
Foreign born	4,772	9.7	11.10%
Male, Now married, except separated (population 15 years and over)	8,737	42	56.70%
Female, Now married, except separated (population 15 years and over)	8,515	40.2	52.10%
Speak a language other than English at home (population 5 years and over)	5,833	12.4	17.90%
Economic Characteristics - show more >>	**Number**	**Percent**	**U.S.**
In labor force (population 16 years and over)	25,314	61.1	63.90%
Mean travel time to work in minutes (workers 16 years and over)	15.3	(X)	25.5
Median household income in 1999 (dollars)	35,236	(X)	41,994
Median family income in 1999 (dollars)	53,208	(X)	50,046
Per capita income in 1999 (dollars)	19,317	(X)	21,587
Families below poverty level	975	9.7	9.20%
Individuals below poverty level	9,166	20.6	12.40%
Housing Characteristics - show more >>	**Number**	**Percent**	**U.S.**
Single-family owner-occupied homes	7,774		
Median value (dollars)	159,600	(X)	119,600
Median of selected monthly owner costs	(X)	(X)	
With a mortgage (dollars)	1,149	(X)	1,088
Not mortgaged (dollars)	339	(X)	295
(X) Not applicable.			
Source: U.S. Census Bureau, Summary File 1 (SF 1) and Summary File 3 (SF 3)			

	Block Group 1, Census Tract 1, Benton County, Oregon	Block Group 2, Census Tract 1, Benton County, Oregon	Block Group 3, Census Tract 1, Benton County, Oregon	Block Group 4, Census Tract 1, Benton County, Oregon	Block Group 1, Census Tract 2, Benton County, Oregon	Block Group 2, Census Tract 2, Benton County, Oregon	Block Group 1, Census Tract 3, Benton County, Oregon
P1. TOTAL POPULATION [1] - Universe: Total population							
Data Set: Census 2000 Summary File 3 (SF 3) - Sample Data							
Total	1,277	1,319	1,445	1,383	1,204	2,988	1,942
P52. HOUSEHOLD INCOME IN 1999 [17] - Universe: Households							
Data Set: Census 2000 Summary File 3 (SF 3) - Sample Data							
Total:	489	603	591	539	468	1,293	723
Less than $10,000	61	100	23	30	7	95	22
$10,000 to $14,999	29	71	36	53	27	73	20
$15,000 to $19,999	50	67	8	35	12	49	22
$20,000 to $24,999	47	63	24	43	32	64	53
$25,000 to $29,999	36	82	50	22	6	74	46
$30,000 to $34,999	31	48	19	34	30	62	13
$35,000 to $39,999	57	33	10	65	26	30	37
$40,000 to $44,999	22	29	67	40	11	109	26
$45,000 to $49,999	34	23	45	55	17	76	16
$50,000 to $59,999	50	29	41	39	48	172	58
$60,000 to $74,999	28	28	160	72	50	163	53
$75,000 to $99,999	26	21	68	30	106	174	166
$100,000 to $124,999	10	0	21	13	41	101	63
$125,000 to $149,999	0	0	9	8	16	13	45
$150,000 to $199,999	8	9	10	0	21	17	42
$200,000 or more	0	0	0	0	18	21	41
P53. MEDIAN HOUSEHOLD INCOME IN 1999 (DOLLARS) [1] - Universe: Households							
Data Set: Census 2000 Summary File 3 (SF 3) - Sample Data							
Median household income in 1999	33,813	25,019	56,146	39,132	64,667	50,671	74,408
P82. PER CAPITA INCOME IN 1999 (DOLLARS) [1] - Universe: Total population							
Data Set: Census 2000 Summary File 3 (SF 3) - Sample Data							
Per capita income in 1999	15,056	13,467	22,612	16,555	29,101	24,778	34,076
P83. AGGREGATE INCOME IN 1999 (DOLLARS) FOR THE POPULATION 15 YEARS AND OVER [1] - Universe: Population 1							
Data Set: Census 2000 Summary File 3 (SF 3) - Sample Data							
Aggregate Income in 1999	19,225,900	17,763,500	32,673,900	22,895,600	35,037,900	74,035,900	66,176,500

	Block Group 1, Census Tract 1, Benton County, Oregon	Block Group 2, Census Tract 1, Benton County, Oregon	Block Group 3, Census Tract 1, Benton County, Oregon	Block Group 4, Census Tract 1, Benton County, Oregon	Block Group 1, Census Tract 2, Benton County, Oregon	Block Group 2, Census Tract 2, Benton County, Oregon	Block Group 1, Census Tract 3, Benton County, Oregon
P87. POVERTY STATUS IN 1999 BY AGE [17] - Universe: Population for whom poverty status is determined							
Data Set: Census 2000 Summary File 3 (SF 3) - Sample Data							
Total:	1,272	1,319	1,415	1,383	1,198	2,984	1,942
Income in 1999 below poverty level:	280	394	177	178	32	308	76
% Below Poverty Level	**22%**	**30%**	**13%**	**13%**	**3%**	**10%**	**4%**
Under 5 years	27	20	0	0	0	30	10
5 years	11	14	8	0	0	0	0
6 to 11 years	20	47	58	23	0	9	0
12 to 17 years	17	19	19	48	7	12	9
18 to 64 years	205	284	92	107	20	251	57
65 to 74 years	0	0	0	0	5	6	0
75 years and over	0	10	0	0	0	0	0
Income in 1999 at or above poverty level:	992	925	1,238	1,205	1,166	2,676	1,866
Under 5 years	110	74	67	77	59	187	67
5 years	8	32	17	23	5	20	45
6 to 11 years	109	47	66	103	61	256	193
12 to 17 years	70	34	75	37	116	154	220
18 to 64 years	647	654	946	831	709	1,725	1,152
65 to 74 years	40	37	41	73	111	111	116
75 years and over	8	47	26	61	105	223	73
P88. RATIO OF INCOME IN 1999 TO POVERTY LEVEL [10] - Universe: Population for whom poverty status is determined							
Data Set: Census 2000 Summary File 3 (SF 3) - Sample Data							
Total:	1,272	1,319	1,415	1,383	1,198	2,984	1,942
Under .50	116	167	86	66	24	121	27
.50 to .74	149	69	41	53	0	76	27
.75 to .99	15	158	50	59	8	111	22
1.00 to 1.24	27	121	60	88	35	111	59
1.25 to 1.49	76	140	18	182	4	79	127
1.50 to 1.74	113	81	0	27	65	36	42
1.75 to 1.84	12	27	18	31	0	76	0
1.85 to 1.99	35	51	8	89	22	73	26
2.00 and over	729	505	1,134	788	1,040	2,301	1,612

	Block Group 1, Census Tract 1, Benton County, Oregon	Block Group 2, Census Tract 1, Benton County, Oregon	Block Group 3, Census Tract 1, Benton County, Oregon	Block Group 4, Census Tract 1, Benton County, Oregon	Block Group 1, Census Tract 2, Benton County, Oregon	Block Group 2, Census Tract 2, Benton County, Oregon	Block Group 1, Census Tract 3, Benton County, Oregon
P93. RATIO OF INCOME IN 1999 TO POVERTY LEVEL BY HOUSEHOLD TYPE [19] - Universe: Households							
Data Set: Census 2000 Summary File 3 (SF 3) - Sample Data							
Total:	489	603	591	539	468	1,293	723
P143. POVERTY STATUS IN 1999 OF INDIVIDUALS NOT IN FAMILIES BY IMPUTATION OF INDIVIDUALS' INCOME -- PERCI							
Data Set: Census 2000 Summary File 3 (SF 3) - Sample Data							
Percent of income imputed for individuals with income in 1999 below poverty level --							
No income imputed	104	110	43	32	24	120	37
Dollar value of zero imputed	15	17	0	14	0	6	4
More than 0 to less than 10 percent of total incom	0	0	0	0	0	6	0
10 to less than 25 percent of total income for indiv	0	0	0	0	0	0	0
25 to less than 50 percent of total income for indiv	0	0	0	0	0	0	0
50 to less than 100 percent of total income for ind	0	0	0	0	0	6	0
100 percent of total income for individual imputed	34	36	9	24	8	48	4
Percent of income imputed for individuals with income in 1999 at or above poverty level --							
No income imputed	171	239	207	188	83	465	96
Dollar value of zero imputed	10	0	0	0	17	58	4
More than 0 to less than 10 percent of total incom	0	0	0	0	0	0	0
10 to less than 25 percent of total income for indiv	0	0	0	0	0	0	0
25 to less than 50 percent of total income for indiv	0	0	0	19	0	0	6
50 to less than 100 percent of total income for ind	4	0	0	0	0	0	5
100 percent of total income for individual imputed	39	30	59	105	13	64	23
P144. POVERTY STATUS IN 1999 OF INDIVIDUALS IN FAMILIES BY IMPUTATION OF FAMILY INCOME -- PERCENT OF INC							
Data Set: Census 2000 Summary File 3 (SF 3) - Sample Data							
Percent of family income imputed for people living in families with income in 1999 below poverty level --							
No income imputed	112	174	125	60	0	36	23
Dollar value of zero imputed	15	20	0	0	0	43	0
More than 0 to less than 10 percent of total incom	0	0	0	0	0	0	0
10 to less than 25 percent of total income for fami	0	37	0	0	0	0	0
25 to less than 50 percent of total income for fami	0	0	0	0	0	0	0
50 to less than 100 percent of total income for fam	0	0	0	0	0	0	0
100 percent of total income for family imputed	0	0	0	48	0	43	8
Percent of family income imputed for people living in families with income in 1999 at or above poverty level --							
No income imputed	678	477	744	663	727	1,779	1,176
Dollar value of zero imputed	33	20	13	0	82	17	31
More than 0 to less than 10 percent of total incom	0	18	23	36	111	65	83
10 to less than 25 percent of total income for fami	11	15	22	0	0	74	32
25 to less than 50 percent of total income for fami	16	32	18	34	0	30	0
50 to less than 100 percent of total income for fam	0	37	11	18	0	36	98
100 percent of total income for family imputed	30	57	141	142	133	88	312

Standard Error/Variance documentation for this dataset:

Accuracy of the Data: Census 2000 Summary File 3 (SF 3) - Sample Data (PDF 141.5KB)

NOTE: Data based on a sample except in P3, P4, H3, and H4. For information on confidentiality protection, sampling error definitions, and count corrections see http://factfinder.census.gov/home/en/datanotes/expsf3.htm.

Information for EZ Expansion (Census 2000)

	Block Group 2, Census Tract 3, Benton County, Oregon	Block Group 1, Census Tract 5, Benton County, Oregon	Block Group 2, Census Tract 5, Benton County, Oregon	Block Group 3, Census Tract 5, Benton County, Oregon	Block Group 1, Census Tract 6, Benton County, Oregon	Block Group 2, Census Tract 6, Benton County, Oregon	Block Group 3, Census Tract 6, Benton County, Oregon
P1. TOTAL POPULATION [1] - Univer							
Data Set: Census 2000 Summary File							
Total	1,195	771	1,369	1,060	1,756	1,201	2,121
P52. HOUSEHOLD INCOME IN 1999							
Data Set: Census 2000 Summary File							
Total:	466	303	516	416	744	509	773
Less than $10,000	16	11	11	20	39	60	57
$10,000 to $14,999	27	7	19	4	115	27	59
$15,000 to $19,999	21	5	0	16	69	54	38
$20,000 to $24,999	8	20	0	9	84	26	23
$25,000 to $29,999	35	10	26	21	37	25	54
$30,000 to $34,999	37	10	6	18	52	64	69
$35,000 to $39,999	29	8	0	22	75	60	77
$40,000 to $44,999	26	5	13	25	45	36	38
$45,000 to $49,999	19	11	0	21	24	20	47
$50,000 to $59,999	82	25	68	28	95	68	71
$60,000 to $74,999	51	70	58	80	45	33	90
$75,000 to $99,999	51	51	59	48	55	28	100
$100,000 to $124,999	32	56	82	46	9	0	30
$125,000 to $149,999	14	7	27	26	0	0	6
$150,000 to $199,999	7	0	56	17	0	0	14
$200,000 or more	11	7	91	15	0	8	0
P53. MEDIAN HOUSEHOLD INCOME							
Data Set: Census 2000 Summary File							
Median household income in 1999	51,630	70,703	97,655	66,146	32,000	34,659	40,766
P82. PER CAPITA INCOME IN 1999 (							
Data Set: Census 2000 Summary File							
Per capita income in 1999	27,800	28,795	57,155	30,048	15,350	16,465	19,312
P83. AGGREGATE INCOME IN 1999 5 years and over							
Data Set: Census 2000 Summary File							
Aggregate income in 1999	33,221,200	22,200,900	78,245,500	31,850,400	26,953,900	19,774,300	40,960,700

	Block Group 2, Census Tract 3, Benton County, Oregon	Block Group 1, Census Tract 5, Benton County, Oregon	Block Group 2, Census Tract 5, Benton County, Oregon	Block Group 3, Census Tract 5, Benton County, Oregon	Block Group 1, Census Tract 6, Benton County, Oregon	Block Group 2, Census Tract 6, Benton County, Oregon	Block Group 3, Census Tract 6, Benton County, Oregon
P87. POVERTY STATUS IN 1999 BY A							
Data Set: Census 2000 Summary File							
Total:	1,195	771	1,369	1,054	1,748	1,119	1,947
Income in 1999 below poverty level:	79	35	29	33	392	34	188
% Below Poverty Level	**7%**	**5%**	**2%**	**3%**	**22%**	**3%**	**10%**
Under 5 years	0	0	0	0	53	0	33
5 years	0	0	0	0	24	0	11
6 to 11 years	8	0	6	0	72	0	0
12 to 17 years	3	0	7	0	23	0	21
18 to 64 years	59	24	16	33	211	34	123
65 to 74 years	9	0	0	0	0	0	0
75 years and over	0	11	0	0	9	0	0
Income in 1999 at or above poverty level:	1,116	736	1,340	1,021	1,356	1,085	1,759
Under 5 years	79	43	46	34	96	81	130
5 years	12	11	8	20	17	6	16
6 to 11 years	113	57	100	64	105	169	164
12 to 17 years	97	71	178	122	76	22	176
18 to 64 years	691	398	889	645	800	641	1,157
65 to 74 years	64	67	62	72	101	111	51
75 years and over	60	89	57	64	161	55	65
P88. RATIO OF INCOME IN 1999 TO							
Data Set: Census 2000 Summary File							
Total:	1,195	771	1,369	1,054	1,748	1,119	1,947
Under .50	12	29	7	13	167	26	100
.50 to .74	20	6	0	5	95	8	10
.75 to .99	47	0	22	15	130	0	78
1.00 to 1.24	9	12	14	45	58	88	80
1.25 to 1.49	36	0	43	28	83	148	103
1.50 to 1.74	17	0	6	0	51	67	92
1.75 to 1.84	20	0	0	0	93	21	20
1.85 to 1.99	19	0	0	0	89	114	55
2.00 and over	1,015	724	1,277	948	982	647	1,409

	Block Group 2, Census Tract 3, Benton County, Oregon	Block Group 1, Census Tract 5, Benton County, Oregon	Block Group 2, Census Tract 5, Benton County, Oregon	Block Group 3, Census Tract 5, Benton County, Oregon	Block Group 1, Census Tract 6, Benton County, Oregon	Block Group 2, Census Tract 6, Benton County, Oregon	Block Group 3, Census Tract 6, Benton County, Oregon
P93. RATIO OF INCOME IN 1999 TC							
Data Set: Census 2000 Summary File							
Total:	466	303	516	416	744	509	773
P143. POVERTY STATUS IN 1999 OENT OF INCOME IMPUTED [14] - Universe: Population not in families for whom povert							
Data Set: Census 2000 Summary File							
Percent of income imputed for individuals with incc							
No income imputed	4	35	7	28	83	18	59
Dollar value of zero imputed	0	0	0	5	12	0	0
More than 0 to less than 10 percent of total incom	0	0	0	0	0	0	0
10 to less than 25 percent of total income for indiv	0	0	0	0	0	0	0
25 to less than 50 percent of total income for indiv	0	0	0	0	0	0	0
50 to less than 100 percent of total income for ind	0	0	0	0	0	0	0
100 percent of total income for individual imputed	26	0	0	0	17	0	7
Percent of income imputed for individuals with incc							
No income imputed	182	46	106	82	294	174	251
Dollar value of zero imputed	7	5	7	4	10	0	16
More than 0 to less than 10 percent of total incom	0	0	0	0	10	22	0
10 to less than 25 percent of total income for indiv	0	0	0	0	0	0	0
25 to less than 50 percent of total income for indiv	0	0	0	0	0	0	0
50 to less than 100 percent of total income for ind	0	0	0	0	19	0	16
100 percent of total income for individual imputed	18	15	14	35	82	29	9
P144. POVERTY STATUS IN 1999 OFOME IMPUTED [14] - Universe: Population in familie:							
Data Set: Census 2000 Summary File							
Percent of family income imputed for people living							
No income imputed	11	0	0	0	280	16	79
Dollar value of zero imputed	0	0	0	0	0	0	43
More than 0 to less than 10 percent of total incom	0	0	0	0	0	0	0
10 to less than 25 percent of total income for fami	0	0	0	0	0	0	0
25 to less than 50 percent of total income for fami	0	0	0	0	0	0	0
50 to less than 100 percent of total income for fam	0	0	0	0	0	0	0
100 percent of total income for family imputed	38	0	22	0	0	0	0
Percent of family income imputed for people living							
No income imputed	706	461	932	595	774	655	1,069
Dollar value of zero imputed	17	32	14	81	24	0	84
More than 0 to less than 10 percent of total incom	27	53	27	53	37	75	0
10 to less than 25 percent of total income for fami	31	0	70	0	0	18	14
25 to less than 50 percent of total income for fami	15	0	0	42	30	76	28
50 to less than 100 percent of total income for fam	0	22	48	0	26	0	186
100 percent of total income for family imputed	113	102	122	129	50	36	86

Standard Error/Variance documentati

Accuracy of the Data: Census 2000 S

NOTE: Data based on a sample exce, nonsampling error, definitions, and count corrections see

	Block Group 1, Census Tract 7, Benton County, Oregon	Block Group 2, Census Tract 7, Benton County, Oregon	Block Group 1, Census Tract 8.01, Benton County, Oregon	Block Group 2, Census Tract 8.01, Benton County, Oregon	Block Group 3, Census Tract 8.01, Benton County, Oregon	Block Group 1, Census Tract 8.02, Benton County, Oregon	Block Group 2, Census Tract 8.02, Benton County, Oregon
P1. TOTAL POPULATION [1] - Univer							
Data Set: Census 2000 Summary File							
Total	458	649	1,262	732	1,176	1,017	1,114
P52. HOUSEHOLD INCOME IN 1999							
Data Set: Census 2000 Summary File							
Total:	264	368	509	355	3	347	65
Less than $10,000	50	134	51	97	0	134	33
$10,000 to $14,999	48	53	81	39	0	39	20
$15,000 to $19,999	25	40	54	19	0	28	12
$20,000 to $24,999	45	34	38	41	0	26	0
$25,000 to $29,999	11	5	12	38	0	46	0
$30,000 to $34,999	13	14	42	24	3	21	0
$35,000 to $39,999	19	6	19	0	0	0	0
$40,000 to $44,999	22	31	18	19	0	7	0
$45,000 to $49,999	6	0	7	8	0	0	0
$50,000 to $59,999	12	25	37	31	0	8	0
$60,000 to $74,999	0	12	26	21	0	14	0
$75,000 to $99,999	13	7	71	13	0	11	0
$100,000 to $124,999	0	0	17	5	0	0	0
$125,000 to $149,999	0	7	10	0	0	0	0
$150,000 to $199,999	0	0	19	0	0	13	0
$200,000 or more	0	0	7	0	0	0	0
P53. MEDIAN HOUSEHOLD INCOME							
Data Set: Census 2000 Summary File							
Median household income in 1999	20,938	14,559	31,713	21,875	31,250	15,063	9,938
P82. PER CAPITA INCOME IN 1999 (							
Data Set: Census 2000 Summary File							
Per capita income in 1999	14,726	13,989	20,069	13,036	3,464	11,264	3,723
P83. AGGREGATE INCOME IN 1999							
Data Set: Census 2000 Summary File							
Aggregate Income in 1999	6,744,400	9,078,600	25,327,700	9,542,600	4,074,100	11,455,400	4,147,700

	Block Group 1, Census Tract 7, Benton County, Oregon	Block Group 2, Census Tract 7, Benton County, Oregon	Block Group 1, Census Tract 8.01, Benton County, Oregon	Block Group 2, Census Tract 8.01, Benton County, Oregon	Block Group 3, Census Tract 8.01, Benton County, Oregon	Block Group 1, Census Tract 8.02, Benton County, Oregon	Block Group 2, Census Tract 8.02, Benton County, Oregon
P87. POVERTY STATUS IN 1999 BY A							
Data Set: Census 2000 Summary File							
Total:	458	610	1,174	732	20	803	134
Income in 1999 below poverty level:	142	232	358	306	0	447	110
% Below Poverty Level	**31%**	**38%**	**30%**	**42%**	**0%**	**56%**	**82%**
Under 5 years	0	0	65	14	0	5	0
5 years	0	0	0	0	0	0	0
6 to 11 years	14	0	20	26	0	0	0
12 to 17 years	8	0	16	12	0	4	0
18 to 64 years	109	205	252	254	0	412	110
65 to 74 years	6	14	0	0	0	26	0
75 years and over	5	13	5	0	0	0	0
Income in 1999 at or above poverty level:	316	378	816	426	20	356	24
Under 5 years	9	17	30	0	5	0	0
5 years	0	0	0	0	3	0	0
6 to 11 years	0	23	43	27	5	10	0
12 to 17 years	26	17	69	21	0	0	0
18 to 64 years	269	283	537	360	7	333	24
65 to 74 years	0	13	40	0	0	9	0
75 years and over	12	25	97	18	0	4	0
P88. RATIO OF INCOME IN 1999 TO							
Data Set: Census 2000 Summary File							
Total:	458	610	1,174	732	20	803	134
Under .50	28	101	80	158	0	358	79
.50 to .74	57	80	116	137	0	50	0
.75 to .99	57	51	162	11	0	39	31
1.00 to 1.24	67	34	93	26	0	43	12
1.25 to 1.49	10	17	53	26	0	32	0
1.50 to 1.74	10	40	21	27	20	28	0
1.75 to 1.84	36	7	5	22	0	0	0
1.85 to 1.99	11	0	0	10	0	0	0
2.00 and over	182	280	644	315	0	253	12

	Block Group 1, Census Tract 7, Benton County, Oregon	Block Group 2, Census Tract 7, Benton County, Oregon	Block Group 1, Census Tract 8.01, Benton County, Oregon	Block Group 2, Census Tract 8.01, Benton County, Oregon	Block Group 3, Census Tract 8.01, Benton County, Oregon	Block Group 1, Census Tract 8.02, Benton County, Oregon	Block Group 2, Census Tract 8.02, Benton County, Oregon
P93. RATIO OF INCOME IN 1999 TC							
Data Set: Census 2000 Summary File							
Total:	264	368	509	355	3	347	65
P143. POVERTY STATUS IN 1999 Oly status is determinec							
Data Set: Census 2000 Summary File							
Percent of income imputed for individuals with incc							
No income imputed	63	209	130	165	0	315	56
Dollar value of zero imputed	9	0	4	0	0	3	12
More than 0 to less than 10 percent of total incom	0	0	0	0	0	8	0
10 to less than 25 percent of total income for indiv	0	0	0	0	0	0	0
25 to less than 50 percent of total income for indiv	0	0	0	0	0	0	0
50 to less than 100 percent of total income for ind	0	0	0	0	0	0	0
100 percent of total income for individual imputed	18	6	15	49	0	86	42
Percent of income imputed for individuals with incc							
No income imputed	138	155	166	136	0	86	12
Dollar value of zero imputed	0	6	8	0	0	0	0
More than 0 to less than 10 percent of total incom	0	0	7	0	0	0	0
10 to less than 25 percent of total income for indiv	0	0	0	0	0	7	0
25 to less than 50 percent of total income for indiv	0	0	0	0	0	0	0
50 to less than 100 percent of total income for ind	0	0	7	0	0	0	0
100 percent of total income for individual imputed	34	25	27	109	0	68	12
P144. POVERTY STATUS IN 1999 OI							
Data Set: Census 2000 Summary File							
Percent of family income imputed for people living							
No income imputed	52	17	147	77	0	35	0
Dollar value of zero imputed	0	0	62	15	0	0	0
More than 0 to less than 10 percent of total incom	0	0	0	0	0	0	0
10 to less than 25 percent of total income for fami	0	0	0	0	0	0	0
25 to less than 50 percent of total income for fami	0	0	0	0	0	0	0
50 to less than 100 percent of total income for fam	0	0	0	0	0	0	0
100 percent of total income for family imputed	0	0	0	0	0	0	0
Percent of family income imputed for people living							
No income imputed	119	153	398	181	0	81	0
Dollar value of zero imputed	0	0	88	0	0	0	0
More than 0 to less than 10 percent of total incom	0	0	0	0	0	0	0
10 to less than 25 percent of total income for fami	0	14	0	0	0	0	0
25 to less than 50 percent of total income for fami	0	0	0	0	0	21	0
50 to less than 100 percent of total income for fam	0	0	0	0	0	0	0
100 percent of total income for family imputed	25	25	115	0	20	93	0
Standard Error/Variance documentati							
Accuracy of the Data: Census 2000 S							
NOTE: Data based on a sample exce							
definitions, and count corrections see							

	Block Group 3, Census Tract 8.02, Benton County, Oregon	Block Group 4, Census Tract 8.02, Benton County, Oregon	Block Group 1, Census Tract 9, Benton County, Oregon
P1. TOTAL POPULATION [1] - Univer			
Data Set: Census 2000 Summary File			
Total	1,225	470	928
P52. HOUSEHOLD INCOME IN 1999			
Data Set: Census 2000 Summary File			
Total:	668	15	334
Less than $10,000	261	0	0
$10,000 to $14,999	92	0	0
$15,000 to $19,999	93	0	21
$20,000 to $24,999	32	0	16
$25,000 to $29,999	71	0	25
$30,000 to $34,999	28	15	10
$35,000 to $39,999	9	0	29
$40,000 to $44,999	0	0	0
$45,000 to $49,999	9	0	0
$50,000 to $59,999	36	0	0
$60,000 to $74,999	9	0	73
$75,000 to $99,999	28	0	65
$100,000 to $124,999	0	0	34
$125,000 to $149,999	0	0	42
$150,000 to $199,999	0	0	14
$200,000 or more	0	0	5
P53. MEDIAN HOUSEHOLD INCOME			
Data Set: Census 2000 Summary File			
Median household income in 1999	12,340	31,250	74,271
P82. PER CAPITA INCOME IN 1999 (			
Data Set: Census 2000 Summary File			
Per capita income in 1999	10,140	4,762	30,525
P83. AGGREGATE INCOME IN 1999			
Data Set: Census 2000 Summary File			
Aggregate Income in 1999	12,421,900	2,238,200	28,327,100

	Block Group 3, Census Tract 8.02, Benton County, Oregon	Block Group 4, Census Tract 8.02, Benton County, Oregon	Block Group 1, Census Tract 9, Benton County, Oregon
P87. POVERTY STATUS IN 1999 BY A			
Data Set: Census 2000 Summary File			
Total:	1,225	35	928
Income in 1999 below poverty level:	621	0	0
% Below Poverty Level	51%	0%	0%
Under 5 years	0	0	0
5 years	0	0	0
6 to 11 years	19	0	0
12 to 17 years	0	0	0
18 to 64 years	593	0	0
65 to 74 years	9	0	0
75 years and over	0	0	0
Income in 1999 at or above poverty level:	604	35	928
Under 5 years	0	0	24
5 years	0	0	8
6 to 11 years	25	0	58
12 to 17 years	20	0	129
18 to 64 years	500	35	457
65 to 74 years	29	0	140
75 years and over	30	0	112
P88. RATIO OF INCOME IN 1999 TO			
Data Set: Census 2000 Summary File			
Total:	1,225	35	928
Under .50	401	0	0
.50 to .74	143	0	0
.75 to .99	77	0	0
1.00 to 1.24	89	0	45
1.25 to 1.49	109	0	0
1.50 to 1.74	54	0	56
1.75 to 1.84	12	0	11
1.85 to 1.99	43	0	18
2.00 and over	297	35	798

	Block Group 3, Census Tract 8.02, Benton County, Oregon	Block Group 4, Census Tract 8.02, Benton County, Oregon	Block Group 1, Census Tract 9, Benton County, Oregon
P93. RATIO OF INCOME IN 1999 TC			
Data Set: Census 2000 Summary File			
Total:	668	15	334
P143. POVERTY STATUS IN 1999 OI			
Data Set: Census 2000 Summary File			
Percent of income imputed for individuals with incc			
No income imputed	452	0	0
Dollar value of zero imputed	20	0	0
More than 0 to less than 10 percent of total incom	0	0	0
10 to less than 25 percent of total income for indiv	0	0	0
25 to less than 50 percent of total income for indiv	0	0	0
50 to less than 100 percent of total income for ind	0	0	0
100 percent of total income for individual imputed	83	0	0
Percent of income imputed for individuals with incc			
No income imputed	259	0	93
Dollar value of zero imputed	16	0	0
More than 0 to less than 10 percent of total incom	0	0	0
10 to less than 25 percent of total income for indiv	0	0	0
25 to less than 50 percent of total income for indiv	0	0	0
50 to less than 100 percent of total income for ind	0	0	0
100 percent of total income for individual imputed	104	0	0
P144. POVERTY STATUS IN 1999 OI			
Data Set: Census 2000 Summary File			
Percent of family income imputed for people living			
No income imputed	33	0	0
Dollar value of zero imputed	33	0	0
More than 0 to less than 10 percent of total incom	0	0	0
10 to less than 25 percent of total income for fami	0	0	0
25 to less than 50 percent of total income for fami	0	0	0
50 to less than 100 percent of total income for fam	0	0	0
100 percent of total income for family imputed	0	0	0
Percent of family income imputed for people living			
No income imputed	169	0	567
Dollar value of zero imputed	0	0	0
More than 0 to less than 10 percent of total incom	0	0	70
10 to less than 25 percent of total income for fami	0	35	74
25 to less than 50 percent of total income for fami	0	0	45
50 to less than 100 percent of total income for fam	37	0	16
100 percent of total income for family imputed	19	0	63
Standard Error/Variance documentati			
Accuracy of the Data: Census 2000 S			
NOTE: Data based on a sample exce			
definitions, and count corrections see			

	Block Group 2, Census Tract 9, Benton County, Oregon	Block Group 3, Census Tract 9, Benton County, Oregon	Block Group 4, Census Tract 9, Benton County, Oregon	Block Group 5, Census Tract 9, Benton County, Oregon	Block Group 1, Census Tract 10.01, Benton County, Oregon	Block Group 2, Census Tract 10.01, Benton County, Oregon	Block Group 3, Census Tract 10.01, Benton County, Oregon
P1. TOTAL POPULATION [1] - Univer							
Data Set: Census 2000 Summary File							
Total	776	2,136	884	873	1,247	1,395	1,387
P52. HOUSEHOLD INCOME IN 1999							
Data Set: Census 2000 Summary File							
Total:	280	951	354	393	522	653	610
Less than $10,000	17	149	0	15	64	131	101
$10,000 to $14,999	28	108	9	22	16	99	39
$15,000 to $19,999	6	98	0	9	36	98	37
$20,000 to $24,999	21	72	0	22	44	66	69
$25,000 to $29,999	16	39	0	39	82	74	40
$30,000 to $34,999	25	46	18	9	25	46	34
$35,000 to $39,999	15	61	7	15	25	30	56
$40,000 to $44,999	15	26	0	26	39	8	23
$45,000 to $49,999	7	18	8	26	18	34	25
$50,000 to $59,999	19	101	59	35	42	22	43
$60,000 to $74,999	62	56	51	42	39	29	54
$75,000 to $99,999	14	62	47	70	63	7	63
$100,000 to $124,999	6	74	74	36	29	0	26
$125,000 to $149,999	8	26	38	10	0	9	0
$150,000 to $199,999	21	8	10	0	0	0	0
$200,000 or more	0	7	33	17	0	0	0
P53. MEDIAN HOUSEHOLD INCOME							
Data Set: Census 2000 Summary File							
Median household income in 1999	42,000	30,642	92,170	51,875	34,063	19,915	32,917
P82. PER CAPITA INCOME IN 1999 (							
Data Set: Census 2000 Summary File							
Per capita income in 1999	19,785	19,620	42,495	28,724	17,578	12,240	17,266
P83. AGGREGATE INCOME IN 1999							
Data Set: Census 2000 Summary File							
Aggregate Income in 1999	15,353,500	41,909,100	37,565,700	25,076,000	21,920,100	17,075,400	23,947,700

	Block Group 2, Census Tract 9, Benton County, Oregon	Block Group 3, Census Tract 9, Benton County, Oregon	Block Group 4, Census Tract 9, Benton County, Oregon	Block Group 5, Census Tract 9, Benton County, Oregon	Block Group 1, Census Tract 10.01, Benton County, Oregon	Block Group 2, Census Tract 10.01, Benton County, Oregon	Block Group 3, Census Tract 10.01, Benton County, Oregon
P87. POVERTY STATUS IN 1999 BY A							
Data Set: Census 2000 Summary File							
Total:	678	2,136	884	873	1,231	1,395	1,377
Income in 1999 below poverty level:	101	433	6	97	122	434	243
% Below Poverty Level	**15%**	**20%**	**1%**	**11%**	**10%**	**31%**	**18%**
Under 5 years	0	15	0	10	0	39	19
5 years	0	5	0	0	0	0	8
6 to 11 years	0	12	0	0	15	34	0
12 to 17 years	9	33	0	23	10	22	11
18 to 64 years	92	368	6	64	70	294	197
65 to 74 years	0	0	0	0	0	24	8
75 years and over	0	0	0	0	27	21	0
Income in 1999 at or above poverty level:	577	1,703	878	776	1,109	961	1,134
Under 5 years	34	79	47	13	58	57	67
5 years	19	18	0	0	18	4	0
6 to 11 years	60	177	52	35	204	70	82
12 to 17 years	45	143	100	50	113	22	127
18 to 64 years	396	1,168	588	520	566	648	735
65 to 74 years	6	74	81	37	75	22	59
75 years and over	17	44	10	121	75	138	64
P88. RATIO OF INCOME IN 1999 TO							
Data Set: Census 2000 Summary File							
Total:	678	2,136	884	873	1,231	1,395	1,377
Under .50	69	266	6	25	52	212	153
.50 to .74	8	105	0	30	41	36	61
.75 to .99	24	62	0	42	29	186	29
1.00 to 1.24	16	79	9	9	10	157	29
1.25 to 1.49	31	102	0	41	199	117	85
1.50 to 1.74	0	169	6	6	56	79	51
1.75 to 1.84	33	30	0	0	38	8	0
1.85 to 1.99	19	13	0	0	133	103	49
2.00 and over	478	1,310	863	720	673	497	920

	Block Group 2, Census Tract 9, Benton County, Oregon	Block Group 3, Census Tract 9, Benton County, Oregon	Block Group 4, Census Tract 9, Benton County, Oregon	Block Group 5, Census Tract 9, Benton County, Oregon	Block Group 1, Census Tract 10.01, Benton County, Oregon	Block Group 2, Census Tract 10.01, Benton County, Oregon	Block Group 3, Census Tract 10.01, Benton County, Oregon
P93. RATIO OF INCOME IN 1999 TC							
Data Set: Census 2000 Summary File							
Total:	280	951	354	393	522	653	610
P143. POVERTY STATUS IN 1999 OI							
Data Set: Census 2000 Summary File							
Percent of income imputed for individuals with incc							
No income imputed	49	214	6	9	68	184	98
Dollar value of zero imputed	0	15	0	0	0	20	0
More than 0 to less than 10 percent of total incom	0	0	0	0	0	0	0
10 to less than 25 percent of total income for indiv	0	0	0	0	0	0	0
25 to less than 50 percent of total income for indiv	0	0	0	0	0	0	0
50 to less than 100 percent of total income for ind	0	0	0	0	0	0	22
100 percent of total income for individual imputed	14	67	0	0	33	12	10
Percent of income imputed for individuals with incc							
No income imputed	113	431	51	138	122	321	198
Dollar value of zero imputed	0	0	0	0	9	25	0
More than 0 to less than 10 percent of total incom	0	0	0	0	0	0	10
10 to less than 25 percent of total income for indiv	0	0	0	0	0	0	0
25 to less than 50 percent of total income for indiv	0	0	0	0	0	7	8
50 to less than 100 percent of total income for ind	0	8	0	10	7	0	0
100 percent of total income for individual imputed	21	59	0	53	9	45	21
P144. POVERTY STATUS IN 1999 OI							
Data Set: Census 2000 Summary File							
Percent of family income imputed for people living							
No income imputed	24	84	0	88	21	218	74
Dollar value of zero imputed	14	53	0	0	0	0	0
More than 0 to less than 10 percent of total incom	0	0	0	0	0	0	25
10 to less than 25 percent of total income for fami	0	0	0	0	0	0	0
25 to less than 50 percent of total income for fami	0	0	0	0	0	0	0
50 to less than 100 percent of total income for fam	0	0	0	0	0	0	0
100 percent of total income for family imputed	0	0	0	0	0	0	14
Percent of family income imputed for people living							
No income imputed	375	881	550	418	530	291	444
Dollar value of zero imputed	26	105	16	0	0	48	149
More than 0 to less than 10 percent of total incom	0	74	0	0	17	53	37
10 to less than 25 percent of total income for fami	0	15	37	0	35	0	63
25 to less than 50 percent of total income for fami	0	0	66	47	59	23	103
50 to less than 100 percent of total income for fam	23	89	52	0	47	63	0
100 percent of total income for family imputed	19	41	106	110	274	85	101
Standard Error/Variance documentati							
Accuracy of the Data: Census 2000 S							
NOTE: Data based on a sample exce							
definitions, and count corrections see							

Information for EZ Expansion (Census 2000)

	Block Group 1, Census Tract 10.02, Benton County, Oregon	Block Group 2, Census Tract 10.02, Benton County, Oregon	Block Group 3, Census Tract 10.02, Benton County, Oregon	Block Group 1, Census Tract 11.02, Benton County, Oregon	Block Group 2, Census Tract 11.02, Benton County, Oregon	Block Group 3, Census Tract 11.02, Benton County, Oregon	Block Group 4, Census Tract 11.02, Benton County, Oregon
P1. TOTAL POPULATION [1] - Univer							
Data Set: Census 2000 Summary File							
Total	987	1,341	785	912	1,410	977	1,240
P52. HOUSEHOLD INCOME IN 1999							
Data Set: Census 2000 Summary File							
Total:	365	551	336	409	684	433	413
Less than $10,000	23	41	16	82	158	72	190
$10,000 to $14,999	17	45	6	16	103	64	19
$15,000 to $19,999	31	55	15	29	15	32	41
$20,000 to $24,999	23	70	26	0	110	46	22
$25,000 to $29,999	27	30	0	14	33	59	10
$30,000 to $34,999	21	22	18	41	50	5	31
$35,000 to $39,999	42	31	26	51	7	33	22
$40,000 to $44,999	48	29	60	11	35	6	23
$45,000 to $49,999	7	36	25	33	20	36	7
$50,000 to $59,999	8	44	41	54	45	16	5
$60,000 to $74,999	34	78	32	38	36	9	6
$75,000 to $99,999	63	15	41	30	41	6	19
$100,000 to $124,999	14	21	18	10	26	21	11
$125,000 to $149,999	0	0	0	0	0	10	7
$150,000 to $199,999	7	25	12	0	5	14	0
$200,000 or more	0	9	0	0	0	4	0
P53. MEDIAN HOUSEHOLD INCOME							
Data Set: Census 2000 Summary File							
Median household income in 1999	39,911	36,359	45,278	37,543	23,254	25,446	14,432
P82. PER CAPITA INCOME IN 1999 (							
Data Set: Census 2000 Summary File							
Per capita income in 1999	18,259	19,314	22,404	16,339	16,989	33,700	10,676
P83. AGGREGATE INCOME IN 1999							
Data Set: Census 2000 Summary File							
Aggregate Income in 1999	18,021,400	25,899,800	17,586,900	14,901,500	23,955,100	32,925,200	13,238,800

	Block Group 1, Census Tract 10.02, Benton County, Oregon	Block Group 2, Census Tract 10.02, Benton County, Oregon	Block Group 3, Census Tract 10.02, Benton County, Oregon	Block Group 1, Census Tract 11.02, Benton County, Oregon	Block Group 2, Census Tract 11.02, Benton County, Oregon	Block Group 3, Census Tract 11.02, Benton County, Oregon	Block Group 4, Census Tract 11.02, Benton County, Oregon
P87. POVERTY STATUS IN 1999 BY A							
Data Set: Census 2000 Summary File							
Total:	987	1,334	785	912	1,214	964	783
Income in 1999 below poverty level:	121	303	38	270	427	292	478
% Below Poverty Level	**12%**	**23%**	**5%**	**30%**	**35%**	**30%**	
Under 5 years	11	0	0	0	0	11	0
5 years	0	0	0	0	0	13	0
6 to 11 years	0	7	9	23	0	0	0
12 to 17 years	0	31	0	23	5	13	0
18 to 64 years	103	252	29	213	422	255	478
65 to 74 years	7	4	0	11	0	0	0
75 years and over	0	9	0	0	0	0	0
Income in 1999 at or above poverty level:	866	1,031	747	642	787	672	305
Under 5 years	69	54	11	43	25	24	0
5 years	9	0	13	0	0	11	0
6 to 11 years	30	57	25	21	6	17	0
12 to 17 years	82	76	84	59	12	46	7
18 to 64 years	547	702	483	409	614	561	275
65 to 74 years	63	50	102	26	58	5	0
75 years and over	66	92	29	84	72	8	23
P88. RATIO OF INCOME IN 1999 TO							
Data Set: Census 2000 Summary File							
Total:	987	1,334	785	912	1,214	964	783
Under .50	73	142	23	110	279	160	293
.50 to .74	27	65	0	128	75	50	106
.75 to .99	21	96	15	32	73	82	79
1.00 to 1.24	41	129	9	24	51	68	36
1.25 to 1.49	53	66	0	15	94	75	39
1.50 to 1.74	72	128	23	16	32	89	53
1.75 to 1.84	0	21	0	5	0	26	14
1.85 to 1.99	0	13	10	0	9	0	0
2.00 and over	700	674	705	582	601	414	163

	Block Group 1, Census Tract 10.02, Benton County, Oregon	Block Group 2, Census Tract 10.02, Benton County, Oregon	Block Group 3, Census Tract 10.02, Benton County, Oregon	Block Group 1, Census Tract 11.02, Benton County, Oregon	Block Group 2, Census Tract 11.02, Benton County, Oregon	Block Group 3, Census Tract 11.02, Benton County, Oregon	Block Group 4, Census Tract 11.02, Benton County, Oregon
P93. RATIO OF INCOME IN 1999 TC							
Data Set: Census 2000 Summary File							
Total:	365	551	336	409	684	433	413
P143. POVERTY STATUS IN 1999 OF							
Data Set: Census 2000 Summary File							
Percent of income imputed for individuals with incc							
No income imputed	58	193	16	163	326	161	242
Dollar value of zero imputed	0	20	7	5	30	0	86
More than 0 to less than 10 percent of total incom	0	0	0	0	0	0	0
10 to less than 25 percent of total income for indiv	0	8	0	0	0	0	0
25 to less than 50 percent of total income for indiv	0	0	0	0	0	0	0
50 to less than 100 percent of total income for ind	0	0	0	11	0	0	0
100 percent of total income for individual imputed	37	32	0	9	36	38	111
Percent of income imputed for individuals with incc							
No income imputed	56	319	46	114	359	201	185
Dollar value of zero imputed	17	7	0	0	0	25	0
More than 0 to less than 10 percent of total incom	0	0	0	0	0	5	0
10 to less than 25 percent of total income for indiv	0	0	8	0	19	0	0
25 to less than 50 percent of total income for indiv	0	8	0	0	0	0	0
50 to less than 100 percent of total income for ind	0	13	0	0	0	0	0
100 percent of total income for individual imputed	0	60	27	19	54	65	50
P144. POVERTY STATUS IN 1999 OF							
Data Set: Census 2000 Summary File							
Percent of family income imputed for people living							
No income imputed	0	14	15	71	35	93	22
Dollar value of zero imputed	0	0	0	11	0	0	0
More than 0 to less than 10 percent of total incom	0	0	0	0	0	0	0
10 to less than 25 percent of total income for fami	0	14	0	0	0	0	0
25 to less than 50 percent of total income for fami	26	0	0	0	0	0	0
50 to less than 100 percent of total income for fam	0	0	0	0	0	0	0
100 percent of total income for family imputed	0	22	0	0	0	0	17
Percent of family income imputed for people living							
No income imputed	517	410	409	392	276	199	29
Dollar value of zero imputed	111	20	0	26	29	42	15
More than 0 to less than 10 percent of total incom	0	0	23	25	0	0	0
10 to less than 25 percent of total income for fami	37	0	104	0	0	0	0
25 to less than 50 percent of total income for fami	30	41	0	0	0	0	12
50 to less than 100 percent of total income for fam	48	18	67	37	30	83	0
100 percent of total income for family imputed	50	135	63	29	20	52	14
Standard Error/Variance documentati							
Accuracy of the Data: Census 2000 S							
NOTE: Data based on a sample exce							
definitions, and count corrections see							

Data Set: Census 2000 Summary File 3 (SF 3) - Sample Data

You have selected 60 geographies.

	P093001
	Households: Total
Block Group 1, Census Tract 2, Benton County, Oregon	468
Block Group 2, Census Tract 2, Benton County, Oregon	1,293
Block Group 1, Census Tract 3, Benton County, Oregon	723
Block Group 2, Census Tract 3, Benton County, Oregon	466
Block Group 1, Census Tract 4, Benton County, Oregon	884
Block Group 2, Census Tract 4, Benton County, Oregon	864
Block Group 3, Census Tract 4, Benton County, Oregon	715
Block Group 4, Census Tract 4, Benton County, Oregon	494
Block Group 1, Census Tract 5, Benton County, Oregon	303
Block Group 2, Census Tract 5, Benton County, Oregon	516
Block Group 3, Census Tract 5, Benton County, Oregon	416
Block Group 1, Census Tract 6, Benton County, Oregon	744
Block Group 2, Census Tract 6, Benton County, Oregon	509
Block Group 3, Census Tract 6, Benton County, Oregon	773
Block Group 1, Census Tract 7, Benton County, Oregon	264
Block Group 2, Census Tract 7, Benton County, Oregon	368
Block Group 1, Census Tract 8.01, Benton County, Oregon	509
Block Group 2, Census Tract 8.01, Benton County, Oregon	355
Block Group 3, Census Tract 8.01, Benton County, Oregon	3
Block Group 1, Census Tract 8.02, Benton County, Oregon	347
Block Group 2, Census Tract 8.02, Benton County, Oregon	65
Block Group 3, Census Tract 8.02, Benton County, Oregon	668
Block Group 4, Census Tract 8.02, Benton County, Oregon	15
Block Group 1, Census Tract 9, Benton County, Oregon	334
Block Group 2, Census Tract 9, Benton County, Oregon	280
Block Group 3, Census Tract 9, Benton County, Oregon	951
Block Group 4, Census Tract 9, Benton County, Oregon	354
Block Group 5, Census Tract 9, Benton County, Oregon	393
Block Group 1, Census Tract 10.01, Benton County, Oregon	522
Block Group 2, Census Tract 10.01, Benton County, Oregon	653
Block Group 3, Census Tract 10.01, Benton County, Oregon	610
Block Group 1, Census Tract 10.02, Benton County, Oregon	365
Block Group 2, Census Tract 10.02, Benton County, Oregon	551
Block Group 3, Census Tract 10.02, Benton County, Oregon	336
Block Group 1, Census Tract 11.01, Benton County, Oregon	309

Block Group 2, Census Tract 11.01, Benton County, Oregon	447
Block Group 3, Census Tract 11.01, Benton County, Oregon	338
Block Group 4, Census Tract 11.01, Benton County, Oregon	162
Block Group 1, Census Tract 11.02, Benton County, Oregon	409
Block Group 2, Census Tract 11.02, Benton County, Oregon	684
Block Group 3, Census Tract 11.02, Benton County, Oregon	433
Block Group 4, Census Tract 11.02, Benton County, Oregon	413
Block Group 1, Census Tract 101, Benton County, Oregon	335
Block Group 2, Census Tract 101, Benton County, Oregon	507
Block Group 3, Census Tract 101, Benton County, Oregon	714
Block Group 4, Census Tract 101, Benton County, Oregon	579
Block Group 5, Census Tract 101, Benton County, Oregon	377
Block Group 1, Census Tract 102, Benton County, Oregon	548
Block Group 2, Census Tract 102, Benton County, Oregon	371
Block Group 3, Census Tract 102, Benton County, Oregon	403
Block Group 1, Census Tract 103, Benton County, Oregon	537
Block Group 2, Census Tract 103, Benton County, Oregon	348
Block Group 3, Census Tract 103, Benton County, Oregon	346
Block Group 1, Census Tract 104, Benton County, Oregon	281
Block Group 2, Census Tract 104, Benton County, Oregon	291
Block Group 3, Census Tract 104, Benton County, Oregon	589
Block Group 4, Census Tract 104, Benton County, Oregon	212
Block Group 1, Census Tract 105, Benton County, Oregon	587
Block Group 2, Census Tract 105, Benton County, Oregon	384
Block Group 3, Census Tract 105, Benton County, Oregon	261
	27976

NOTE: A hyphen (-) indicates that data are not available for this geographic area for the selected data element (column) in your custom table. Please consult the Census 2000 Summary File 3 (SF 3) - Sample Data Technical Documentation (PDF 6.92MB) for more information.

P52. HOUSEHOLD INCOME IN 1999 [17] - Universe: Households
Data Set: Census 2000 Summary File 3 (SF 3) - Sample Data

	Census Tract 1, Benton County, Oregon	Census Tract 2, Benton County, Oregon	Census Tract 3, Benton County, Oregon	Census Tract 4, Benton County, Oregon	Census Tract 5, Benton County, Oregon	Census Tract 6, Benton County, Oregon
Total:	2,222	1,761	1,189	2,957	1,235	2,026
Less than $10,000	214	102	38	198	42	156
$10,000 to $14,999	189	100	47	48	30	201
$15,000 to $19,999	160	61	43	82	21	161
$20,000 to $24,999	177	96	61	165	29	133
$25,000 to $29,999	190	80	81	77	57	116
$30,000 to $34,999	132	92	50	197	34	185
$35,000 to $39,999	165	56	66	102	30	212
$40,000 to $44,999	158	120	52	86	43	119
$45,000 to $49,999	157	93	35	129	32	91
$50,000 to $59,999	159	220	140	253	121	234
$60,000 to $74,999	288	213	104	409	208	168
$75,000 to $99,999	145	280	217	526	158	183
$100,000 to $124,999	44	142	95	330	184	39
$125,000 to $149,999	17	29	59	184	60	6
$150,000 to $199,999	27	38	49	99	73	14
$200,000 or more	0	39	52	72	113	8

	Census Tract 7, Benton County, Oregon	Census Tract 8.01, Benton County, Oregon	Census Tract 8.02, Benton County, Oregon	Census Tract 9, Benton County, Oregon	Census Tract 10.01, Benton County, Oregon	Census Tract 10.02, Benton County, Oregon
Total:	632	867	1,095	2,312	1,785	1,252
Less than $10,000	184	148	428	181	296	80
$10,000 to $14,999	101	120	151	167	154	68
$15,000 to $19,999	65	73	133	134	171	101
$20,000 to $24,999	79	79	58	131	179	119
$25,000 to $29,999	16	50	117	119	196	57
$30,000 to $34,999	27	69	64	108	105	61
$35,000 to $39,999	25	19	9	127	111	99
$40,000 to $44,999	53	37	7	67	70	137
$45,000 to $49,999	6	15	9	59	77	68
$50,000 to $59,999	37	68	44	214	107	93
$60,000 to $74,999	12	47	23	284	122	144
$75,000 to $99,999	20	84	39	258	133	119
$100,000 to $124,999	0	22	0	224	55	53
$125,000 to $149,999	7	10	0	124	9	0
$150,000 to $199,999	0	19	13	53	0	44
$200,000 or more	0	7	0	62	0	9

	Census Tract 11.01, Benton County, Oregon	Census Tract 11.02, Benton County, Oregon	Census Tract 101, Benton County, Oregon	Census Tract 102, Benton County, Oregon	Census Tract 103, Benton County, Oregon	Census Tract 104, Benton County, Oregon
Total:	1,256	1,939	2,512	1,322	1,231	1,373
Less than $10,000	386	502	31	29	72	78
$10,000 to $14,999	225	202	0	34	100	72
$15,000 to $19,999	92	117	84	87	43	66
$20,000 to $24,999	122	178	135	64	62	139
$25,000 to $29,999	69	116	59	67	48	109
$30,000 to $34,999	118	127	136	56	111	68
$35,000 to $39,999	41	113	117	73	96	90
$40,000 to $44,999	32	75	129	66	47	90
$45,000 to $49,999	37	96	82	80	79	39
$50,000 to $59,999	38	120	313	117	158	122
$60,000 to $74,999	39	89	425	173	164	230
$75,000 to $99,999	13	96	389	212	135	174
$100,000 to $124,999	22	68	327	122	68	15
$125,000 to $149,999	0	17	89	61	16	27
$150,000 to $199,999	12	19	79	21	30	18
$200,000 or more	10	4	117	60	2	36

	Census Tract 105, Benton County, Oregon
Total:	1,232
Less than $10,000	41
$10,000 to $14,999	95
$15,000 to $19,999	66
$20,000 to $24,999	104
$25,000 to $29,999	161
$30,000 to $34,999	87
$35,000 to $39,999	86
$40,000 to $44,999	137
$45,000 to $49,999	78
$50,000 to $59,999	118
$60,000 to $74,999	128
$75,000 to $99,999	81
$100,000 to $124,999	12
$125,000 to $149,999	21
$150,000 to $199,999	7
$200,000 or more	10

2006-2008 American Community Survey 3-Year Estimates			
City of Corvallis, Oregon			
Social Characteristics - show more >>	Estimate	Percent	U.S.
Household population	46,839		
Economic Characteristics - show more >>	Estimate	Percent	U.S.
In labor force (population 16 years and over)	27,332	60.9	65.20%
Mean travel time to work in minutes (workers 16 years and over)	15.2	(X)	25.3
Median household income (in 2008 inflation-adjusted dollars)	41,062	(X)	52,175
Median family income (in 2008 inflation-adjusted dollars)	69,207	(X)	63,211
Per capita income (in 2008 inflation-adjusted dollars)	24,555	(X)	27,466
Families below poverty level	(X)	10.8	9.60%
Individuals below poverty level	(X)	25	13.20%
Housing Characteristics - show more >>	Estimate	Percent	U.S.
Total housing units	22,902		
Occupied housing units	21,541	94.1	88.00%
Owner-occupied housing units	9,312	43.2	67.10%
Renter-occupied housing units	12,229	56.8	32.90%
ACS Demographic Estimates - show more >>	Estimate	Percent	U.S.
Total population	52,102		
Source: U.S. Census Bureau, 2006-2008 American Community Survey			
Explanation of Symbols:			
'****' - The median falls in the lowest interval or upper interval of an open-ended distribution. A statistical test is not appropriate.			
'******' - The estimate is controlled. A statistical test for sampling variability is not appropriate.			
'N' - Data for this geographic area cannot be displayed because the number of sample cases is too small.			

Margin of Error
+/-1,309
Margin of Error
+/-1,033
+/-0.9
+/-3,236
+/-5,152
+/-1,119
(X)
(X)
Margin of Error
+/-549
+/-684
+/-516
+/-748
Margin of Error
+/-941

G001. GEOGRAPHIC IDENTIFIERS

Data Set: Census 2000 Summary File 1 (SF 1) 100-Percent Data

	Census Tract 1 (part), Benton County (part), Corvallis city, Oregon	Census Tract 2 (part), Benton County (part), Corvallis city, Oregon	Census Tract 3 (part), Benton County (part), Corvallis city, Oregon	Census Tract 4 (part), Benton County (part), Corvallis city, Oregon
RECORD CODES				
File Identification	uSF1	uSF1	uSF1	uSF1
State/US-Abbreviation (USPS)	OR	OR	OR	OR
Summary Level	158	158	158	158
Characteristic Iteration File Sequence Number				
Logical Record Number	166087	166088	166089	166090
GEOGRAPHIC AREA CODES				
Region	4	4	4	4
Division	9	9	9	9
State (Census)	92	92	92	92
State (FIPS)	41	41	41	41
County	3	3	3	3
County Size Code	17	17	17	17
Place (FIPS)	15800	15800	15800	15800
FIPS Place Class Code	C1	C1	C1	C1
Place Description Code	3	3	3	3
Place Size Code	16	16	16	16
Census Tract	100	200	300	400
Metropolitan Statistical Area/Consolic	1890	1890	1890	1890
MSA/CMSA Size Code	17	17	17	17
Consolidated Metropolitan Statistical	99	99	99	99
Metropolitan Area Central City Indicat	Y	Y	Y	Y
Primary Metropolitan Statistical Area	9999	9999	9999	9999
New England County Metropolitan Ar	9999	9999	9999	9999
New England County Metropolitan Ar	9	9	9	9
AREA CHARACTERISTICS				
Area (Land) (square meters)	4,804,968	3,553,121	2,342,293	5,684,445
Area (Water) (square meters)	196,374	0	124,913	0
Area Name-Legal/Statistical Area De	Census Tract 1 (part)	Census Tract 2 (part)	Census Tract 3 (part)	Census Tract 4 (part)
Functional Status Code	S	S	S	S
Geographic Change User Note Indicator				
Population Count (100%)	5,040	3,159	1,239	7,129
Housing Count (100%)	2,405	1,432	492	3,031
Internal Point (Latitude)	44544410	44542694	44559776	44589945
Internal Point (Longitude)	-123263399	-123296548	-123313825	-123283957
Legal/Statistical Area Description Code				
Part Flag	P	P	P	P

G001. GEOGRAPHIC IDEN

Data Set: Census 2000 Sum

	Census Tract 5 (part), Benton County (part), Corvallis city, Oregon	Census Tract 6 (part), Benton County (part), Corvallis city, Oregon	Census Tract 7, Benton County (part), Corvallis city, Oregon	Census Tract 8.01 (part), Benton County (part), Corvallis city, Oregon
RECORD CODES				
File Identification	uSF1	uSF1	uSF1	uSF1
State/US-Abbreviation (USPS)	OR	OR	OR	OR
Summary Level	158	158	158	158
Characteristic Iteration File Sequence				
Logical Record Number	166091	166092	166093	166094
GEOGRAPHIC AREA CODES				
Region	4	4	4	4
Division	9	9	9	9
State (Census)	92	92	92	92
State (FIPS)	41	41	41	41
County	3	3	3	3
County Size Code	17	17	17	17
Place (FIPS)	15800	15800	15800	15800
FIPS Place Class Code	C1	C1	C1	C1
Place Description Code	3	3	3	3
Place Size Code	16	16	16	16
Census Tract	500	600	700	801
Metropolitan Statistical Area/Consolic	1890	1890	1890	1890
MSA/CMSA Size Code	17	17	17	17
Consolidated Metropolitan Statistical	99	99	99	99
Metropolitan Area Central City Indicat	Y	Y	Y	Y
Primary Metropolitan Statistical Area	9999	9999	9999	9999
New England County Metropolitan Ar	9999	9999	9999	9999
New England County Metropolitan Ar	9	9	9	9
AREA CHARACTERISTICS				
Area (Land) (square meters)	870,029	3,150,088	1,023,562	2,068,341
Area (Water) (square meters)	0	6,759	113,600	0
Area Name-Legal/Statistical Area De	Census Tract 5 (part)	Census Tract 6 (part)	Census Tract 7	Census Tract 8.01 (part)
Functional Status Code	S	S	S	S
Geographic Change User Note Indica				
Population Count (100%)	678	3,551	1,172	3,144
Housing Count (100%)	309	1,515	698	917
Internal Point (Latitude)	44599895	44590103	44563961	44565626
Internal Point (Longitude)	-123253207	-123247842	-123261880	-123284698
Legal/Statistical Area Description Co				
Part Flag	P	P	W	P

G001. GEOGRAPHIC IDENT
Data Set: Census 2000 Sum

	Census Tract 8.02, Benton County (part), Corvallis city, Oregon	Census Tract 9 (part), Benton County (part), Corvallis city, Oregon	Census Tract 10.01, Benton County (part), Corvallis city, Oregon	Census Tract 10.02, Benton County (part), Corvallis city, Oregon
RECORD CODES				
File Identification	uSF1	uSF1	uSF1	uSF1
State/US-Abbreviation (USPS)	OR	OR	OR	OR
Summary Level	158	158	158	158
Characteristic Iteration File Sequence				
Logical Record Number	166095	166096	166097	166098
GEOGRAPHIC AREA CODES				
Region	4	4	4	4
Division	9	9	9	9
State (Census)	92	92	92	92
State (FIPS)	41	41	41	41
County	3	3	3	3
County Size Code	17	17	17	17
Place (FIPS)	15800	15800	15800	15800
FIPS Place Class Code	C1	C1	C1	C1
Place Description Code	3	3	3	3
Place Size Code	16	16	16	16
Census Tract	802	900	1001	1002
Metropolitan Statistical Area/Consolic	1890	1890	1890	1890
MSA/CMSA Size Code	17	17	17	17
Consolidated Metropolitan Statistical	99	99	99	99
Metropolitan Area Central City Indicat	Y	Y	Y	Y
Primary Metropolitan Statistical Area	9999	9999	9999	9999
New England County Metropolitan Ar	9999	9999	9999	9999
New England County Metropolitan Ar	9	9	9	9
AREA CHARACTERISTICS				
Area (Land) (square meters)	1,234,329	3,326,437	1,780,784	1,670,049
Area (Water) (square meters)	0	0	0	0
Area Name-Legal/Statistical Area De	Census Tract 8.02	Census Tract 9 (part)	Census Tract 10.01	Census Tract 10.02
Functional Status Code	S	S	S	S
Geographic Change User Note Indica				
Population Count (100%)	3,851	5,380	3,970	3,172
Housing Count (100%)	1,158	2,318	1,847	1,366
Internal Point (Latitude)	44562961	44580857	44590565	44581862
Internal Point (Longitude)	-123270781	-123293023	-123258438	-123273781
Legal/Statistical Area Description Co				
Part Flag	W	P	W	W

G001. GEOGRAPHIC IDENT
Data Set: Census 2000 Sum

	Census Tract 11.01, Benton County (part), Corvallis city, Oregon	Census Tract 11.02, Benton County (part), Corvallis city, Oregon	Census Tract 104 (part), Benton County (part), Corvallis city, Oregon	Corvallis, OR MSA
RECORD CODES				
File Identification	uSF1	uSF1	uSF1	uSF1F
State/US-Abbreviation (USPS)	OR	OR	OR	US
Summary Level	158	158	158	380
Characteristic Iteration File Sequence				
Logical Record Number	166099	166100	166101	387017
GEOGRAPHIC AREA CODES				
Region	4	4	4	
Division	9	9	9	
State (Census)	92	92	92	
State (FIPS)	41	41	41	
County	3	3	3	
County Size Code	17	17	17	
Place (FIPS)	15800	15800	15800	
FIPS Place Class Code	C1	C1	C1	
Place Description Code	3	3	3	
Place Size Code	16	16	16	
Census Tract	1101	1102	10400	
Metropolitan Statistical Area/Consolic	1890	1890	1890	1890
MSA/CMSA Size Code	17	17	17	17
Consolidated Metropolitan Statistical	99	99	99	99
Metropolitan Area Central City Indicat	Y	Y	Y	
Primary Metropolitan Statistical Area	9999	9999	9999	
New England County Metropolitan Ar	9999	9999	9999	
New England County Metropolitan Ar	9	9	9	
AREA CHARACTERISTICS				
Area (Land) (square meters)	656,893	1,513,450	1,554,945	1,752,026,651
Area (Water) (square meters)	0	0	0	6,499,374
Area Name-Legal/Statistical Area De	Census Tract 11.01	Census Tract 11.02	Census Tract 104 (part)	Corvallis, OR MSA
Functional Status Code	S	S	S	S
Geographic Change User Note Indica				Y
Population Count (100%)	3,298	4,539	0	78,153
Housing Count (100%)	1,368	2,053	0	31,980
Internal Point (Latitude)	44573628	44571212	44519756	44547364
Internal Point (Longitude)	-123280263	-123268798	-123279436	-123330289
Legal/Statistical Area Description Co				72
Part Flag	W	W	P	

Selected Economic Characteristics: 2008

Data Set: **2008 American Community Survey 1-Year Estimates**

Survey: **American Community Survey**

All Households	Estimate	Margin of Error	Percent	Margin of Error
Total households	**21,541**	**+/-684**	**21,541**	**(X)**
Less than $10,000	2,844	+/-462	13.20%	+/-2.0
$10,000 to $14,999	1,391	+/-367	6.50%	+/-1.7
$15,000 to $24,999	2,978	+/-466	13.80%	+/-2.1
$25,000 to $34,999	2,342	+/-393	10.90%	+/-1.7
$35,000 to $49,999	2,680	+/-484	12.40%	+/-2.2
$50,000 to $74,999	3,283	+/-389	15.20%	+/-1.9
$75,000 to $99,999	2,364	+/-477	11.00%	+/-2.1
$100,000 to $149,999	2,319	+/-356	10.80%	+/-1.7
$150,000 to $199,999	780	+/-227	3.60%	+/-1.1
$200,000 or more	560	+/-187	2.60%	+/-0.9
Median household income (dollars)	41,062	+/-3,236	(X)	(X)
Mean household income (dollars)	57,378	+/-3,022	(X)	(X)

P1. TOTAL POPULATION [1] - Universe: Total population
Data Set: Census 2000 Summary File 1 (SF 1) 100-Percent Data

	Census Tract 1 (part), Benton County (part), Corvallis city, Oregon	Census Tract 2 (part), Benton County (part), Corvallis city, Oregon	Census Tract 3 (part), Benton County (part), Corvallis city, Oregon	Census Tract 4 (part), Benton County (part), Corvallis city, Oregon	Census Tract 5 (part), Benton County (part), Corvallis city, Oregon	Census Tract 6 (part), Benton County (part), Corvallis city, Oregon
P1. TOTAL POPULATION [1] - Universe: Total population						
Data Set: Census 2000 Summary File 1 (SF 1) 100-Percent Data						
Total	5,040	3,159	1,239	7,129	678	3,551
P2. URBAN AND RURAL [6] - Universe: Total population						
Data Set: Census 2000 Summary File 1 (SF 1) 100-Percent Data						
Total:	5,040	3,159	1,239	7,129	678	3,551
Urban:	4,879	3,144	1,239	7,129	678	3,551
Inside urbanized areas	4,879	3,144	1,239	7,129	678	3,551
Inside urban clusters	0	0	0	0	0	0
Rural	161	15	0	0	0	0
Filler	0	0	0	0	0	0
H3. OCCUPANCY STATUS [3] - Universe: Housing units						
Data Set: Census 2000 Summary File 1 (SF 1) 100-Percent Data						
Total:	2,405	1,432	492	3,031	309	1,515
Occupied	2,057	1,383	468	2,921	286	1,455
Vacant	348	49	24	110	23	60
H4. TENURE [3] - Universe: Occupied housing units						
Data Set: Census 2000 Summary File 1 (SF 1) 100-Percent Data						
Total:	2,057	1,383	468	2,921	286	1,455
Owner occupied	1,007	725	347	2,040	199	726
Renter occupied	1,050	658	121	881	87	729

P1. TOTAL POPULA

Data Set: Census 2(

	Census Tract 7, Benton County (part), Corvallis city, Oregon	Census Tract 8.01 (part), Benton County (part), Corvallis city, Oregon	Census Tract 8.02, Benton County (part), Corvallis city, Oregon	Census Tract 9 (part), Benton County (part), Corvallis city, Oregon	Census Tract 10.01, Benton County (part), Corvallis city, Oregon	Census Tract 10.02, Benton County (part), Corvallis city, Oregon
P1. TOTAL POPULA						
Data Set: Census 2						
Total	1,172	3,144	3,851	5,380	3,970	3,172
P2. URBAN AND RU						
Data Set: Census 2						
Total:	1,172	3,144	3,851	5,380	3,970	3,172
Urban:	1,172	3,144	3,851	5,380	3,970	3,172
Inside urbanized areas	1,172	3,144	3,851	5,380	3,970	3,172
Inside urban clusters	0	0	0	0	0	0
Rural	0	0	0	0	0	0
Filler	0	0	0		0	0
H3. OCCUPANCY						
Data Set: Census 2						
Total:	698	917	1,158	2,318	1,847	1,366
Occupied	642	868	1,098	2,239	1,726	1,299
Vacant	56	49	60	79	121	67
H4. TENURE [3] - U						
Data Set: Census 2						
Total:	642	868	1,098	2,239	1,847	1,366
Owner occupied	90	263	112	1,337	1,726	1,299
Renter occupied	552	605	986	902	121	67

P1. TOTAL POPULA
Data Set: Census 2(

	Census Tract 11.01, Benton County (part), Corvallis city, Oregon	Census Tract 11.02, Benton County (part), Corvallis city, Oregon	Census Tract 104 (part), Benton County (part), Corvallis city, Oregon	Corvallis, OR MSA
P1. TOTAL POPULA				
Data Set: Census 2				
Total	3,298	4,539	0	78,153
P2. URBAN AND RU				
Data Set: Census 2				
Total:	3,298	4,539	0	78,153
Urban:	3,298	4,539	0	63,378
Inside urbanized areas	3,298	4,539	0	58,229
Inside urban clusters	0	0	0	5,149
Rural	0	0	0	14,775
Filler	0	0	0	0
H3. OCCUPANCY S				
Data Set: Census 2				
Total:	1,368	2,053	0	31,980
Occupied	1,253	1,935	0	30,145
Vacant	115	118	0	1,835
H4. TENURE [3] - U				
Data Set: Census 2				
Total:	1,368	2,053	0	31,980
Owner occupied	1,253	1,935	0	30,145
Renter occupied	115	118	0	1,835

4-5-10
Corvallis Bramer.
JPN

Benton-Lane-Linn Water Resources Study Group

A Briefing

March 2010

Problem The social, economic, and environmental quality of life in the Upper Willamette Basin is dependent on reliable and clean water resources. Current law, policies, plans and science that determine the condition of surface water and groundwater resources in the region are complicated and incomplete, leading to current and future conflicts. In fact, there is no single body that addresses water issues in a comprehensive way and there are several authorities having jurisdiction over discrete "slices".

Many conflicts are the result of unintended consequences of policy or regulatory decisions. Decisions are made in isolation without consulting neighboring jurisdictions often using unreliable or undeveloped data or science.

Will we experience water scarcity? Can we anticipate the locations and degree of water scarcity? What are the drivers of possible scarcity? How do we mitigate scarcity should it occur? There is a lack of financial resources for individual jurisdictions to undertake the work necessary to do this research.

Purpose To ensure a reliable supply of clean water for all users and beneficial uses, the Benton-Lane-Linn County Water Resources Study Group will: 1) comprehensively examine shared water resources quantity, use and quality issues; 2) work collaboratively and transparently; 3) pursue on-the-ground projects, and 4) offer recommendations to governing bodies concerning the region's water quality and quantity.

Structure Study Group membership will be an informal collaborative. Memoranda of Cooperation (MOCs) will be created and signed by all Study Group Members. Participating County Commissioners will serve as the core leadership of the Study Group.

There are two strategies—short- and long-term. The value of the two strategies is forming and accomplishing immediate work with limited formal/policy related process and funding required. Longer term work is dependent on internal and external funding (grants), intergovernmental agreements and that may require a more formalized structure.

Opportunities By forming cross-jurisdictional partnerships/collaborations to address issues in the Upper Willamette Basin, there are at least three enhanced opportunities:

1) attract grant money on a regional, cross-jurisdictional basis,
2) influence state policy, and
3) learn best practices and innovation from our neighbors.

Benton-Lane-Linn Water Resources Study Group

Awareness Campaign
Community Meeting Process

--- draft ---
01/13/10

Campaign Short-Term Objective: *Build an awareness of a multi-jurisdictional water study cooperators and its purpose culminating in a series of community meetings.*

Community Meeting Objectives: 1) Share general information concerning water issues and 2) Collect information about water concerns/issues and the public's thoughts on principles/values concerning water.

Target Audience: *General Public*

Time Frame: 4 community meetings by June 30, 2010

Job #1: Set a date and identify a location ASAP.

Following are suggestions. Sharing information and collecting feedback from the public does not have to be science. However, the actual process should be somewhat uniform to give credence to the feedback. In order to use that feedback as information by which to judge the activities the Study Group engages in and/or to include in grant proposals, it may be useful to cite and claim a certain rigor in the process.

Meeting Length: no more than 2 hours

Time of Day: Evening or weekend (generally these are good times but there may opportunities that lend themselves to different timing)

Meeting Organizer: Each county designates a person to be the "lead" contact. The person engages may engage an organization to "host" the public meeting.

The host may function as taking care of all of the logistics, or a portion of them.
Secure a meeting location, provide refreshments, ensure the appropriate technology is available, secure copies of the IBM book for distribution, identify records and facilitators, and publicize the meeting.

There are things the "lead" contact would have to handle; for example, the date of the meeting, agenda, material, or the publicity. Perhaps there are organizations or businesses that would contribute to the cost of the public meeting.

Agenda:

Program introduction: (15 min.) If possible by a county commissioner. This would be a welcome and perhaps a description of the "agenda" and purpose. There may be introductions to be made of facilitators and presenters.

There should be/may be subsequent meetings. This could be announced at the initial meeting.

Setup: (30 min.) The idea would be to start global then bring the "water" home. The question to be answered is ***why you should care?***

- Begin the information sharing by handing out *A Global Innovation Outlook Report: Water* (a product of IBM). This will require just a small explanation of the preparation of the material and why it is distributed; this is provided at no cost.
- A short 15-20 film/power point could be used. The film could be about Oregon about Lane County. . .
- Local information, if available would follow. For example, local information that is not too detailed but intend to bring the global/US information "home." The information could be short descriptions of projects in place to solve problems and/or descriptions of problems – no data; groundwater quality; needs for agriculture, needs for instream flow; stormwater; habitat/critters; storage, etc.
- There may be a lot of questions which should be recorded on flip charts or keyed into a computer that displays them on a screen. How to handle them? Answer all of them in written form (this method allows for clarity and perhaps more complete information than would be realistic in a time-limited environment; answer them on the fly; combination.
- Try to deflect statements and complaints to the discussion period.

Discussion: (30 min.) Depending on the attendance, divide into groups of ~12 with a recorder and facilitator/leader for each group. The information we are looking for is ***what are the public's values are concerning water and what issues are of concern.***

- Setup may or may not have primed the discussion. Tools to be used in the group to serve that purpose and/or to speed and direct the discussion could include a ***list of issues that the group could prioritize***. The list need not be comprehensive and could be added to by the group. Prioritization could be as simple as low, medium, high importance or 1-10.

- Discussion could then move to principles/values, such as fairness, equity, affordability, low consumption industry, conservation, etc.

Report to the group: (20 min.) Each group reports back to all the participants.

The website and other contacts need to be projects, on a handout or otherwise communicated. Participants can access the website to see the "minutes" of the public meeting or can request a copy be sent to them??

City Manager's Monthly Highlights
March 2010

E-Mail City Manager | Subscribe to CM Monthly

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 recently in order 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

- Planning is underway for Mayor Tomlinson's annual recognition of City volunteers. Volunteers can look forward to his visits at upcoming advisory board and commission meetings in the next two months.
- The City Council approved the Corvallis Area Metropolitan Planning Organization's (CAMPO) 9th Street Improvement Plan.

Finance

- Budget - Budget - Budget!
- Utility Billing Division implemented a fixed monthly donation option for recurring credit/debit card and bankdraft customers of up to three programs. Customers must initially sign a statement identifying the amount of each monthly donation to be charged to the customer's bill. If the customer stops donating to all or a portion of the programs, a call to Utility Billing is required to remove the charges.

Fire

- Fire personnel responded to 574 calls this month – 464 within the City Limits, and 110 outside the City Limits.
- Jeffrey Prechel was conditionally offered and accepted the position of Fire Marshal and will begin work on July 19. He has a solid fire operations, prevention, and educational background, as well as 11 years as a Navy SEAL.

Library

- The eighth annual Tcha Tee Man Wi Storytelling Festival attracted about 500 listeners on each of the three program days.
- The annual Friends of the Library Big Book Sale netted a profit of $33,111; increased sales may be attributed to the Friends' ability to accept credit and debit cards this year.
- The Public Art Selection Commission met with Management Team members to review artists' submissions for the hanging art piece to be placed in the lobby skylight. Four finalists will submit small models of their proposed pieces. The final selection will be made in May.

Parks and Recreation

- The Spring/Summer Activity Guide registration has started.
- Continued work on a Cooperative Agreement with the Institute of Applied Ecology for an endangered plant restoration program at Marys River Natural Area and Herbert Farm Natural Area.
- Healthy Kids, Healthy Communities Initiative started with the development of a key informant interview and community survey.

Police

- Officers investigated 1,845 incidents, and the Corvallis Regional Communications Center dispatched 2,879 calls for police, fire, and medical assistance this month.
- Staff attended a "State of the Department" meeting held by Chief Boldizsar.

Public Works

- Administration Division created and distributed public outreach materials for the Sustainability Initiatives Funding project and met with four stakeholder citizen advisory commissions.
- Engineering Division rejected all bids for the former Moose Lodge Building Demolition project because of several bid irregularities.
- Transportation Division received a wetland removal/fill permit from the United States Army Corps of Engineers for a 42-acre site within the Corvallis Airport Industrial Park. This will remove a significant barrier to development at the Park.
- Utilities Division initiated neighborhood outreach to residents along NW Beca Avenue for a stormwater management Green Street Pilot Project.

City Manager's Office

- The City Manager conducted budget strategy meetings with Department Directors and began budget briefings with all City employees.
- Conducted a successful Heritage Feast fund raiser for the employee recognition event and established a new "trophy" for the winning dish.

Community Development

- Housing Division received 70 Rental Housing Program-related contacts during March, outlining 113 separate issues, with 30 related to habitability and 83 of a non-habitability nature.
- The Historic Resources Commission approved renovations to the McAlexander Fieldhouse building on the Oregon State University campus.
- Senior Planner Kevin Young was selected through an internal recruitment process to be the Planning Division Manager.
- Commercial Plans Examiner Bill Clemens was appointed as a committee member to participate in development of the Oregon Reach Code, which will be a voluntary Green Building Code for use statewide.

CORVALLIS
ENHANCING COMMUNITY LIVABILITY

****

CITY MANAGER'S REPORT

APRIL 15, 2010

****

2010-03

REPORTING PERIOD: MARCH 2010

I. ORGANIZATIONAL HIGHLIGHTS

- The City Council approved the Corvallis Area Metropolitan Planning Organization's (CAMPO) 9th Street Improvement Plan.
- The City entered into an intergovernmental agreement with Benton County Health Department for the Healthy Kids Healthy Communities initiative, which will improve opportunities for physical activity and access to affordable healthy foods for children and families living in southern Benton County, including part of Corvallis.

II. MAYOR'S DIARY

I met with Council leadership in March. I also gave a mini State of the City address to the Kiwanis Club, represented the City at the Center Against Rape and Domestic Violence (CARDV) dinner, attended the Council of Governments Board meeting, met with Benton County Commissioner Modrell regarding transportation issues and the Board of Commissioners regarding the Enterprise Zone, attended a meeting in Portland about Economic Gardening and House Bill 3644, attended a funding celebration for Home Dialysis Plus, attended a vision meeting for the Linn-Benton Community College Automotive Technology Research Center, represented the city at the Region 2 Citizen Corps dinner, welcomed the African American Youth Leadership Conference attendees to Corvallis, attended mock interviews for high school juniors, represented the City at the Corvallis Sustainability Coalition Town Hall Meeting, participated in the graduation of Climate Master students, met with College Hill High School students and discussed their Community 101 project, represented the City at the State of the County, attended an Enterprise Zone Information meeting, interviewed candidates for the Arts and Culture Commission, and toured the Library with Library Director Carolyn Rawles-Heiser.

III. PARKS AND RECREATION

A. Department Highlights

Administration/Planning

- Began Spring/Summer Activity Guide registration.
- Completed Land and Water Conservation Grant application for restoration of Central Park Plaza.

Aquatic Center

- Hosted Corvallis School District Adapted Physical Education classes, with approximately 50 special-needs youth per week.
- Hosted collaborative Special Needs Classes from five school districts on March 18 (approximately 50 special-needs youth attended).
- Hosted Triathalon Clinic to help novice and advanced participants prepare for the Heart of the Valley Triathalon.
- Hosted 31 rentals with approximately 950 participants.
- Built and installed prototype drain cover to meet the new Federal law regarding entrapment prevention.
- Processed 1,016 youth and adults Swimming and Water Safety Lesson registrations.
- Senior and Adult Exercise and Therapy classes had 1,053 participants.
- Certified 39 citizens in cardiopulmonary resuscitation, automatic external defibrillator, and first aid training.

Parks and Natural Areas

- Jackson Fountain seasonal start-up preparations underway.
- Continued work on a Cooperative Agreement with the Institute of Applied Ecology for an endangered plant restoration program at Marys River Natural Area and Herbert Farm Natural Area.
- Spring Sports Fields fertilization program underway.
- Participated in the re-dedication of Greenbelt Land Trust's 41-acre easement purchase and refurbished donor sign installation at Bald Hill Natural Area.

Recreation

- Youth Volunteer Corp had a successful spring break program that provided volunteer opportunities for 47 youth.
- Youth spring sports had 83 registrations for lacrosse, volleyball, and flag-football.
- Adult softball and spring volleyball registrations are underway.
- Healthy Kids, Healthy Community Initiative started with the development of a key informant interview and community survey.

- Recreation staff attended the Childhood Obesity Summit Report review at Samaritan Lebanon Community Hospital.

Senior Center

- The spring session of life-long learning and health and wellness classes began with high attendance.
- More than 200 participants come more than once a week for exercise and fitness classes this spring.
- Evening programs are also booming, with more than 75 participants coming weekly for duplicate bridge and 45 coming to dance on Friday nights.
- Support groups continued to play an important role serving those with challenging diseases along with their care givers. The Parkinson's Support Group continued to have more than 30 in attendance to learn the latest research about this disease.

IV. POLICE

A. Department Highlights

Officers investigated 1,845 incidents this month. Following are the highlights:

- Street Crimes detectives arrested two men and one woman for various drug charges as the result of an investigation which began in spring 2008. Detectives received information from several informants that a Corvallis man was selling large amounts of marijuana. Detectives conducted surveillance, installed a tracking device on the man's vehicle, and conducted controlled buys using an informant. They were able to obtain search warrants where they located approximately 14 pounds of marijuana. They also found evidence related to dog fighting, which led to another search warrant in Alsea. Detectives located and seized 15 pit bull dogs, dog fighting paraphernalia, and supplies for marijuana cultivation. Charges included Unlawful Distribution of a Controlled Substance-Marijuana, Unlawful Manufacture of a Controlled Substance-Marijuana, Dogfighting, and Possession of Dog Fighting Paraphernalia.
- An Officer on patrol during the early-morning hours saw a suspicious male standing at a street corner in Downtown Corvallis. The Officer followed the male on foot for the next hour, during which he saw the suspect and two accomplices tampering with parking meters. The three suspects were contacted in a vehicle as they left the area. Over $300 in change, burglary tools, and brass knuckles were seized from the vehicle. All three men were convicted felons, and one had just been released from prison five days earlier. They were charged with Theft, Possession of Burglars Tools, and Felon in Possession of a Restricted Weapon.

- Detectives arrested two men on burglary charges following an investigation which began the previous night. Patrol Officers had been called to a residence where the resident said two men with bandanas over their faces had attempted to open his door. Officers contacted a man in the area but did not have probable cause to make an arrest. Detectives continued the investigation the next day and arrested two men. A 25-year-old man was charged with Burglary, Theft, and Attempted Burglary. A 24-year-old man was charged with Conspiracy to Commit Burglary. The investigation is continuing, and more charges are possible.
- Officers responded to a car fire. The subsequent investigation revealed the fire was intentionally set after a custom stereo system had been removed from the vehicle. Several possible suspects were named by the victim. Charges would include Arson, Theft, and Criminal Mischief. The investigation is continuing.
- Officers responded to an Armed Robbery call. A man armed with a handgun entered Izzy's Pizza on NW Ninth Street and forced a cashier in the video poker room to give him cash from the register after a brief struggle. The suspect is still outstanding. Detectives are continuing the investigation.

9-1-1 Center Calls for Service

- The Corvallis Regional Communications Center dispatched 2,879 calls for police, fire, and medical assistance this month as follows:

POLICE		FIRE AND MEDICAL	
Corvallis Police	1,845	Corvallis Fire/Ambulance	415
Benton County Sheriff	481	Other Fire/Medical	38
Philomath Police	100		
TOTAL	2,426	**TOTAL**	453

B. Other

- Recruit Officers Dodge, Hackstedt, Miller, Parrish, Withington, and Gilder began the Police Officer Training Program.
- Sergeant Zessin facilitated a Cadet recruitment presentation at Crescent Valley High School, Corvallis High School, and Future Farmers of America.
- Officer Hull gave presentation to the National Association for the Advancement of Colored People (NAACP) Annual Youth Conference.
- Officers MacLean and Hinckley attended the Oregon Physical Abilities Test Instructor training at the Department of Public Safety Standards and Training.
- Officer Sapp and Canine Roxy hosted four hours of interagency training at Heart of the Valley in Corvallis.

- Detective Rehnberg attended the three-day Department of Justice Law Enforcement and Intelligence Conference in Bend, Oregon.
- Detective Shimanek attended a one-day training program in Keizer, Oregon, on gang activity, which was coordinated by the Oregon Chapter of the Federal Bureau of Investigation National Academy.
- Staff attended Bloodborne and carpiopulmonary resuscitation training.
- Records Specialists Barb Davis and Deb Hyatt attended training for Notaries Public.
- Officers Stall and Smith and Sergeant Marr attended an all-day Death Investigation class.
- Staff attended a "State of the Department" meeting held by Chief Boldizsar.

V. PUBLIC WORKS

A. Department Highlights

Administration Division

- Created and distributed public outreach materials for the Sustainability Initiatives Funding project and met with four stakeholder citizen advisory commissions.
- Developed budget reduction packages.
- Franchise Utility Specialist presented data and analysis of energy consumption trends (electricity and natural gas) in the organization's buildings to the Sustainability Steering Committee. Organization-wide, consumption is down.

Engineering Division

- Design is in progress for the Wastewater Master Plan project, Country Club Bicycle Lanes, 2010-2011 Storm Drain Pipe Replacement, Majestic Theatre Seismic Improvements Phase 3, 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.
- Due to a number of bid irregularities with the former Moose Lodge Building Demolition project, all bids were rejected. The work will be re-bid in April, along with the parking lot construction.
- The design contract for the Wastewater Reclamation Plant Electrical Equipment Replacement project was awarded to Kennedy/Jenks Consultants.

Transportation Division

- Third Quarter Ridership, January 1, 2010 - March 31, 2010:

  - Corvallis Transit System – 193,986 rides, an eight-percent increase from the same period 2009.
  - Philomath Connection – 6,514 rides, a 26-percent increase from the same period 2009.
  - Beaver Bus – 2,904 rides, a one-percent increase from the same period 2009.
- Yearly Ridership, July 1, 2009 - March 31, 2010:
  - Corvallis Transit System – 520,612 rides.
  - Philomath Connection – 16,555 rides.
  - Beaver Bus – 5,232 rides.
- Several Division staff members participated as "resource people" in the Corvallis Sustainability Coalition's annual Town Hall meeting.
- The United States Army Corps of Engineers issued a wetland removal/fill permit for a 42-acre site within the Corvallis Airport Industrial Park (CAIP). Staff has been working with the Corps, the Department of State Lands (DSL), the Oregon Business Development Department, a private landowner in Junction City, and consultants for nearly five years to secure this permit, which removes a significant barrier to development at the CAIP. A similar permit is forthcoming from the DSL.
- Staff attended an Oregon Department of Energy meeting in Salem to receive language the Department developed to implement changes made by the 2009 Oregon Legislature for the Business Energy Tax Credit (BETC) program.
- Staff from this and other Divisions participated in a two-day consultant-led design workshop to develop alternatives for a combined Corvallis Transit System Operations and Maintenance Facility/Public Works Master Plan project.

Utilities Division

- Initiated neighborhood outreach to residents on NW Beca Avenue for a stormwater management Green Street Pilot Project.
- Partnered with Parks and Recreation Department to have Corvallis Youth Conservation Corps members assist with stream enhancement projects.
- Sponsored and hosted information booth at Freshwater Trust's "Along One Stream, Under One Sky" community outreach event.
- For the quarter ending March 31, distributed 64 rebates for water-efficient toilets and washing machines. The total for the fiscal year is 246.
- Presented information about water-efficient landscapes and irrigation to approximately 60 enthusiastic local gardeners at the Evening Garden Club.
- Received a grant for the City's Willamette River Source Water Protection Project funded by Environmental Protection Agency through the Oregon Drinking Water Program, which provides funds for a pharmaceutical and personal-care product take-back event.

B. Other

- Traffic Order 10-01 was signed by the City Manager, allowing staff to mark the crosswalks on SW Second Street and SW Western Boulevard and at SW Second Street and SW Washington Avenue.
- Traffic Order 10-02 was signed by the City Manager, allowing staff to place stop signs on the northbound and southbound approaches to the intersection of SW 30th Street and SW Campus Way and remove the crosswalk markings. These signs will be temporary and removed at the completion of the Linus Pauling Institute project.
- Traffic Order 10-03 was initiated and will allow staff to reconfigure the parking spaces on SW Fifth Street between SW Jefferson and SW Monroe Avenues to add five parking spaces and add five ten-hour parking meters in that section of SW Fifth Street.

VI. CITY MANAGER'S OFFICE

A. Department Highlights

- The City Manager conducted budget strategy meetings with Department Directors and began budget briefings with all City employees.
- Began planning for Mayor Tomlinson's annual recognition of City volunteers.
- The City Manager was appointed by Governor Kulongoski to serve on the Oregon Infrastructure Finance Authority Board. He has participated in monthly meetings in Salem since his appointment last October.
- Conducted Diversity 102 training with managers and supervisors.
- Completed and published new employee development report and action plan.
- Conducted successful Heritage Feast fund raiser for employee recognition and established a new "trophy" for the winning dish.
- Hired Suzanne Segui as Human Resources Specialist, replacing Marci Laurent, who was promoted to a new position in Community Development.

VII. COMMUNITY DEVELOPMENT

A. Department Highlights

- Housing Division received 70 Rental Housing Program-related contacts during March, outlining 113 separate issues, with 30 related to habitability and 83 of a non-habitability nature. Seventeen of the habitability issues reported are or may be subject to the Rental Housing Code, and citizens making contact in these cases were advised of the process to follow to pursue resolution. One Code-driven complaint for which repairs were

mandated was resolved and cleared by month's end; another complaint was received in late-March, with repairs required in early-April.

- The fifth of six projects funded with American Recovery and Reinvestment Act-based Community Development Block Grant resources was completed during March. The final project, funding of interior floor repairs and exterior parking improvements at the Center Against Rape and Domestic Violence service facility, will be completed this spring.
- The Housing and Community Development Commission considered a draft Action Plan for the City's Fiscal Year 2010-2011 Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) program funding allocations, recommending City Council approval of the plan as written. The Plan will be considered by Council during a public hearing April 19.
- The Historic Resources Commission approved renovations to the McAlexander Fieldhouse building on the Oregon State University campus.
- The City Council completed review of the Planning Division Work Program, received public comment and took action on the Corvallis Area Metropolitan Planning Organization's 9th Street Improvement Plan, and conducted an appeal hearing for a sign code violation at Phones Plus, Inc. Additionally, the City Council authorized Planning Division Staff to develop for Council consideration a special ordinance that would extend land use application expiration deadlines.
- Senior Planner Kevin Young was selected through an internal recruitment process to be the Planning Division Manager.
- Development Services Division staff processed 15 residential and 33 non-residential plan reviews for proposed construction projects.
- No permits were issued during March for construction of new homes, keeping the 2010 year-to-date total at eight permits.
- Development Services Division staff conducted 1,143 construction inspections during March.
- Created 23 new code enforcement cases during March as a result of citizen complaints received.
- Of the 159 mechanical and electrical permits issued during March, 54 (or 34 percent) were issued online.
- Bill Clemens, Commercial Plans Examiner, was appointed as a committee member to participate in development of the Oregon Reach Code, which will be a voluntary Green Building Code for use statewide.
- Development Services Division Inspection staff are gearing up to partner with Benton County for promoting Building Safety Month in May. Staff will be assisting youth in building birdhouses at the Farmers' Market again this year on Saturday, May 1, as part of teaching youth about the inspection and permitting process.

VIII. FINANCE

A. Department Highlights

- Utility Billing Division implemented a donation option for recurring credit/debit card and bankdraft customers to enable a fixed monthly donation to up to three programs. Customers must initially sign a statement identifying the amount of each monthly donation to be charged to the customer's bill. If the customer would like to stop donating to all or a portion of the programs, they are required to call the Utility Billing Division office to remove the charges.
- The Budget and Financial Planning workgroup met with ADP to review possible outsourcing of payroll functions with pending retirement of Payroll Coordinator McLean. Staff determined this was not a cost-effective solution.
- The Budget and Financial Planning workgroup continued to work with PERS to finalize clean-up of employee/City accounts by fiscal year end and pre-noted the electronic funds transfer process with Department of Justice for employee child support payments, with view to first draft in April.
- MIS Division continued securing the City's computing infrastructure and environment to become compliant with the City's Red Flag and Identity Theft policy.
- MIS Division met with departments to review and discuss their electronic records management structure to develop a records taxonomy.

IX. FIRE

A. Department Highlights

Operational

Response Activity - March 2010	City	Non-City	Total
Fires	4	2	6
Overpressure/Rupture	1	0	1
Requests for Ambulance	282	74	356
Rescue (Quick Response Team)	86	15	101
Hazardous Condition	7	2	9
Service Requests	26	4	30
Good Intent	33	11	44
False Calls	25	2	27
Other	0	0	0
TOTAL RESPONSES OVERALL	**464**	**110**	**574**

- Jeffrey Prechel was conditionally offered and accepted the position of Fire Marshal; he will join the City July 19. He has a solid fire operations,

prevention, and educational background, as well as 11 years as a Navy SEAL.

X. LIBRARY

A. Department Highlights

- The Public Art Selection Commission met with Management Team members to review artists' submissions for the hanging art piece to be placed in the lobby skylight. There were four finalists chosen who will submit small models of their proposed pieces. Final selection will take place May 13.
- The reservation process for booth spaces in front of the Library during Fall Festival was held. Nine non-profit organizations snatched up all the available spots in less than two days.
- Long-time shelver Luey Davis will retire in May. Luey has worked for the Library for over 23 years and has worn many hats during that period. She has been a wonderful mentor to our adopt-a-shelf volunteers, a tireless member of the picnic committee, a wizard at procuring donations for our Volunteer Appreciation Celebration and much more.
- Several library staff attended the Public Library Association national conference in Portland, Oregon.
- Library Specialist Maria Deira and Librarian Ruth Rose Hennessey passed both the written and oral Spanish tests to qualify for the City's bilingual pay incentive.
- Circulation hosted a potluck lunch in honor of the Building Maintenance staff who have worked so hard on our recent re-arrangement: Building & Fleet Supervisor Bob Fenner, Leadworker Tim Wear, Maintenance Specialist Gary Lebeau, Maintenance Specialist Ryan Freeman, and Temporary Maintenance Worker Fernando Mendoza. Thank you!
- Feedback from the public on the re-arrangement in Youth Services continues to be very positive. Folks are loving the openness of the plan.
- Events and schedules have been finalized for the 2010 Summer Reading Program, "Make a Splash READ!" The reading program, sponsored by the Friends of the Library, begins June 1; and children aged 5-12 years will have the opportunity to earn a free book after reading or listening to ten books. An award ceremony is scheduled for August 28.
- The eighth annual Tcha Tee Man Wi Storytelling Festival attracted about 500 listeners on each of the three program days.

B. Other

- The annual model railroad show by the Oregon O-Gaugers Train Club entertained and educated more than 350 people. In addition, 130 pounds of food and over $75 in cash was collected for Linn-Benton Food Share.
- The Friends of the Library held their annual Big Book Sale. For the first time they were able to accept credit and debit cards, which may have increased sales. The net profit from the sale was $33,111.

XI. MISCELLANEOUS

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

Jon Nelson
City Manager

TRAFFIC ORDER NO. 10-01

TO: Jon Nelson, City Manager

FROM: Steve Rogers, Public Works Director

DATE: January 26, 2010

The traffic order described below is for your review and approval. No action on the part of the City Council is required.

Public Request: YES (✓) NO ( )

Request: Public request to mark the crosswalks on SW 2nd Street and SW Western Boulevard and at SW 2nd Street and SW Washington Avenue for safety reasons.

Per City Council Policy 9.01 on crosswalks, marking these crossings is consistent with section 9.01.020 e. since these intersections are in the downtown business district. The crosswalks on the east side of each intersection are already marked by paver stones which is consistent with the other intersections on SW 2nd Street to the north. The other three sides of the intersections should be marked by the City.

Public Outreach: No outreach was deemed required since this is in accordance with Council Policy 9.01 for the downtown area.

Action: Staff mark the crosswalks on SW 2nd Street and SW Western Boulevard and at SW 2nd Street and SW Washington Avenue, as shown on the attached drawing.

Recommended: Steve Rogers, Public Works Director

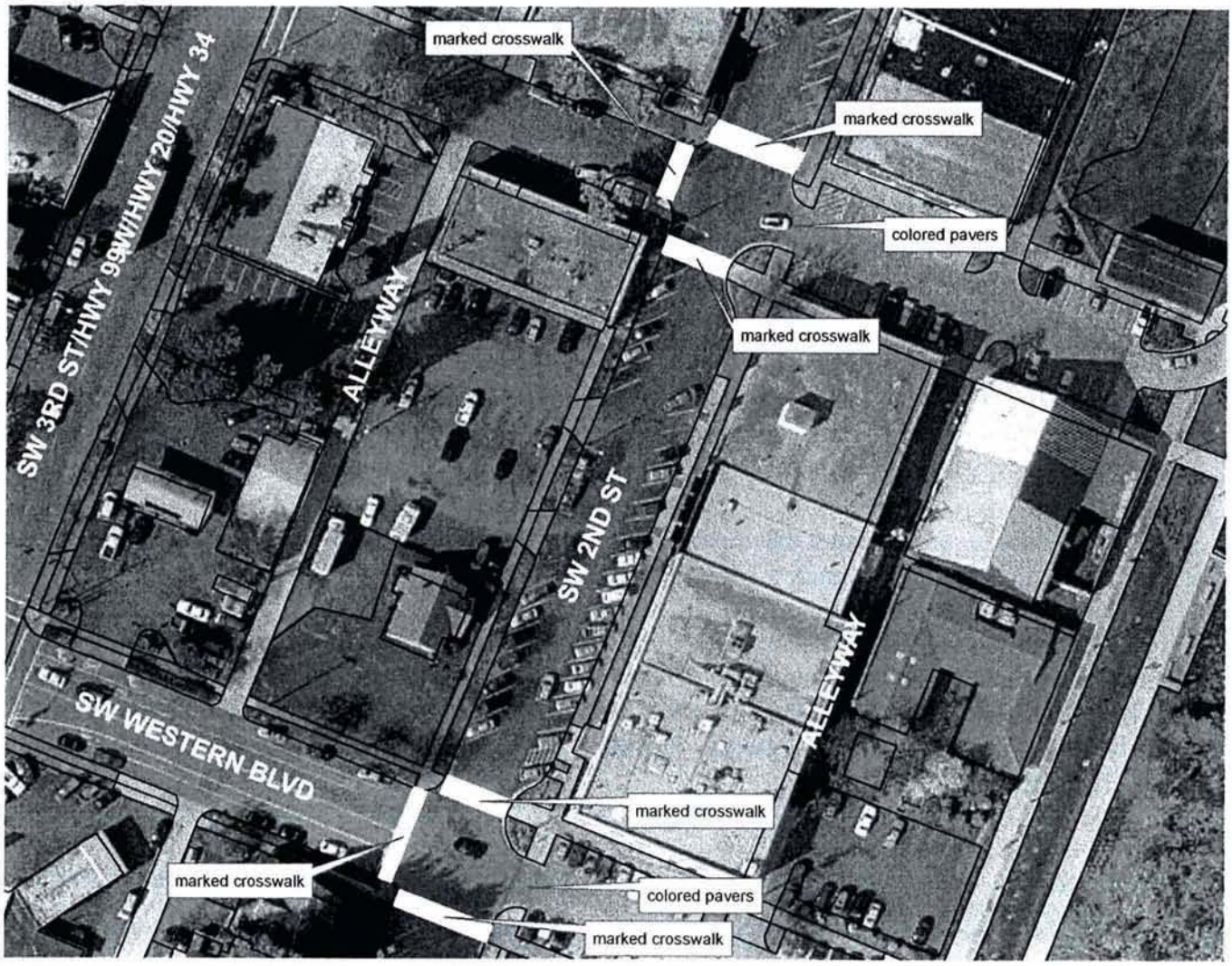
Authorized: Jon S. Nelson, City Manager

Decision Date: 3/30/10

APPROVAL STATUS

- ☐ Council Notified - Date:_____
- ☐ Referred to Urban Services Committee
- ☐ Reviewed by City Council

Attachments


marked crosswalk
marked crosswalk
colored pavers
marked crosswalk
SW 3RD ST/HWY 99W/HWY 20/HWY 34
ALLEYWAY
SW 2ND ST
ALLEYWAY
SW WESTERN BLVD
marked crosswalk
marked crosswalk
colored pavers
marked crosswalk

TRAFFIC ORDER NO. 10-02

TO: Jon Nelson, City Manager
FROM: Steve Rogers, Public Works Director SR
DATE: March 3, 2010

The traffic order described below is for your review and approval. No action on the part of the City Council is required.

Public Request: YES ( ) NO (X)

Request: Oregon State University (OSU) is requesting installation of stop signs on SW 30th Street and SW Campus Way and removal of the marked crosswalk at the same intersection.

OSU has expressed concern for a safe route for pedestrians to cross SW 30th Street at SW Campus Way due to the increased vehicle traffic associated with construction of the Linus Pauling Science Center (LPSC). To address this concern, OSU has proposed to temporarily place stop signs for the northbound and southbound approaches on SW 30th Street at SW Campus Way for duration of project construction. After completion of the LPSC, the temporary stop signs will be removed. In addition, as part of the project they are closing the sidewalk on the east side of SW 30th Street and proposes removal of the marked crosswalk at that location until the project is completed and it can be replaced.

Placement of the proposed stop signs will result in a 4-way (all way) stop control at the intersection. The use of a 4-way stop control is typically discouraged along SW 30th Street, which is a City collector. There is no history of accidents at the intersection. Staff has reviewed the available sight distance, roadway characteristics, LPSC traffic control plan, and pedestrian volume and concluded that temporary stop sign placement is needed to safely facilitate pedestrians crossing.

Therefore, stop signs are requested for the northbound and southbound approaches of the intersection at SW 30th Street and SW Campus Way and temporary removal of the marked crosswalk on the east side of the intersection. The proposed stop signs are to provide a safe pedestrian connectivity from the surrounding neighborhoods to OSU and transit stops.

Public Outreach: Due to the location of these intersections completely surrounded by OSU property, no separate public outreach has been made.

Action: Upon approval, staff will place stop signs on the northbound and southbound approaches to the intersection of SW 30th Street and SW Campus Way and removed the crosswalk markings per the attached diagram.

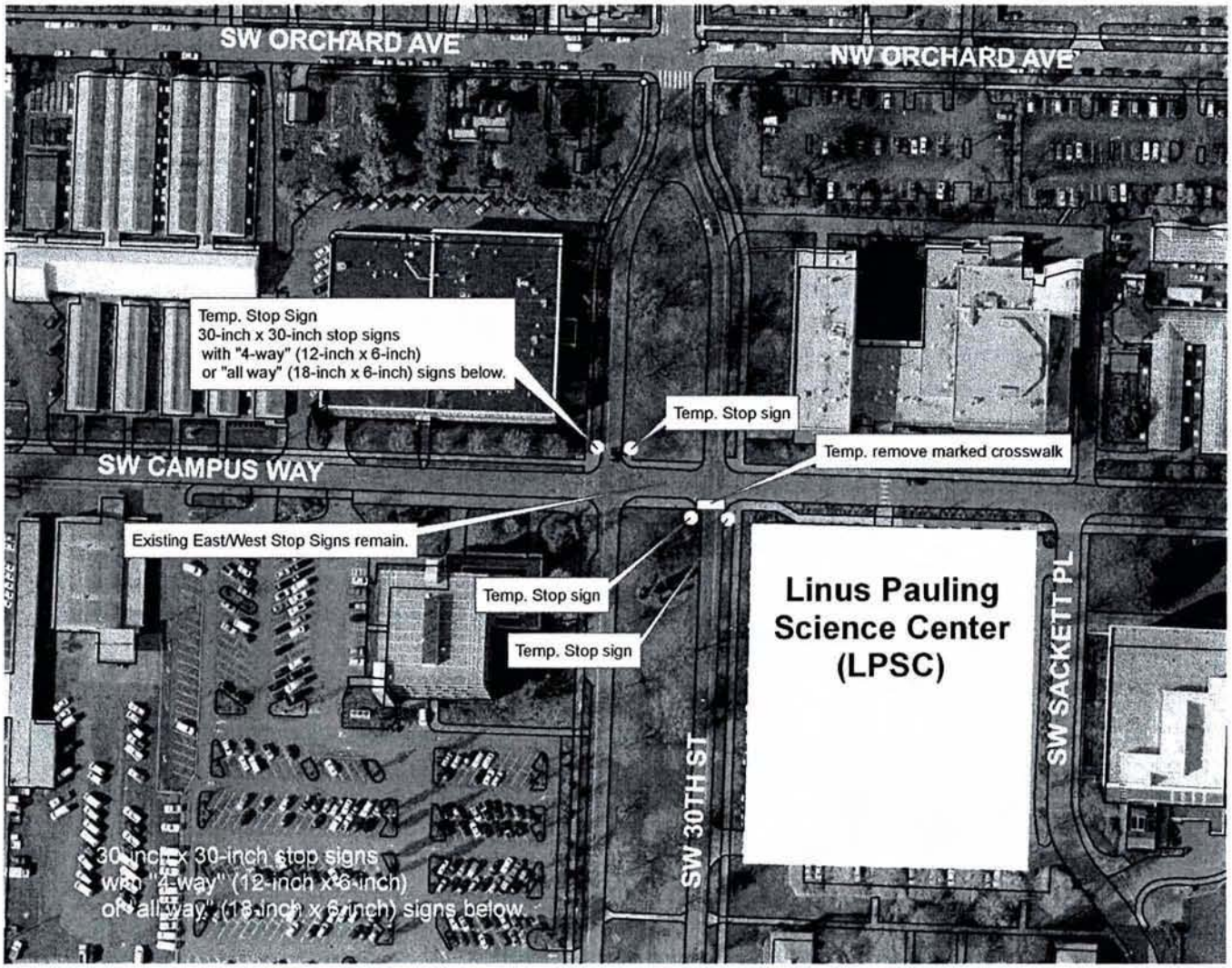
Recommended: Steve Rogers, Public Works Director

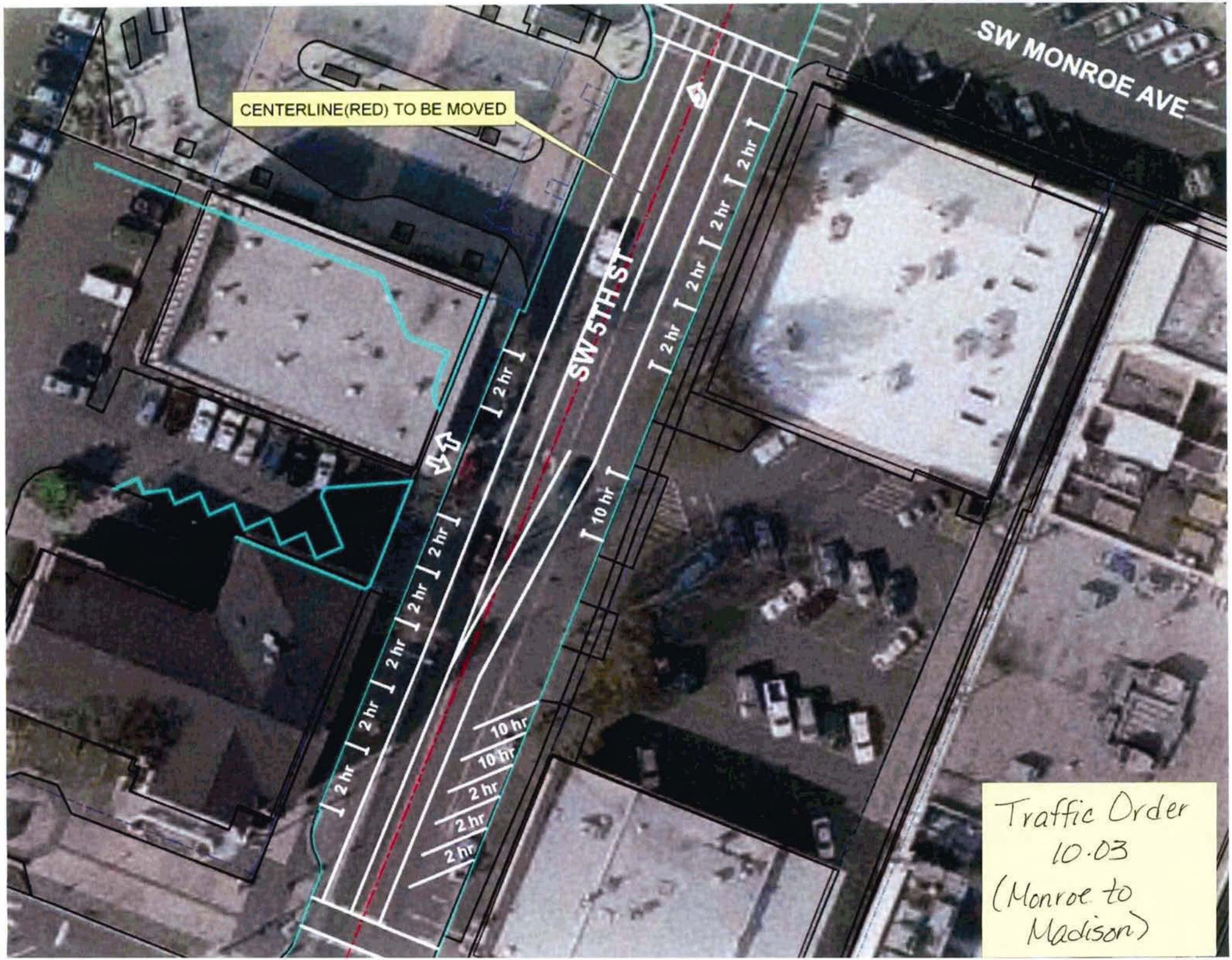
Authorized: Jon S. Nelson, City Manager — Date: 3/30/10

APPROVAL STATUS

- ☐ Council Notified - Date:_____
- ☐ Referred to Urban Services Committee
- ☐ Reviewed by City Council

Attachment


SW ORCHARD AVE
NW ORCHARD AVE
Temp. Stop Sign
30-inch x 30-inch stop signs
with "4-way" (12-inch x 6-inch)
or "all way" (18-inch x 6-inch) signs below.
Temp. Stop sign
Temp. remove marked crosswalk
SW CAMPUS WAY
Existing East/West Stop Signs remain.
Temp. Stop sign
Temp. Stop sign
Linus Pauling
Science Center
(LPSC)
SW SACKETT PL
SW 30TH ST
30-inch x 30-inch stop signs
with "4-way" (12-inch x 6-inch)
or "all way" (18-inch x 6-inch) signs below.


SW MONROE AVE
CENTERLINE(RED) TO BE MOVED
SW 5TH ST
2 hr
10 hr
Traffic Order
10.03
(Monroe to
Madison)

SW MADISON AVE
SW 5TH ST
24 min
2 hr
ADA
10 hr
CENTERLINE (RED) TO BE MOVED
Traffic Order
10.03
(Madison to
Jefferson)

CORVALLIS
ENHANCING COMMUNITY LIVABILITY

CORVALLIS CITY ATTORNEY
456 SW Monroe, #101
Corvallis, OR 97333
Telephone: (541) 766-6906
Fax: (541) 752-7532

CITY ATTORNEY'S OFFICE
REPORT TO CITY COUNCIL: HIGHLIGHTS

March 2010

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

1. Memorandum to City Council regarding changing language in Corvallis Municipal Code regarding busking.

2. Correspondence with attorneys for Teamsters Local 223 regarding various CPOA issues.

3. Participation in City Attorney's Office review process.

4. Conclusion of *McElroy v. March* nka *McElroy v. Carlson* - Mandamus Appeal. The Oregon Court of Appeals' opinion is attached.

5. Preparation of informal responses to CPOA and IAFF complaints regarding City amendments of administrative policies.

6. Assistance to Human Resources Department regarding internal investigation.

7. Meeting with Planning Department regarding Airport Master Plan.

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– and in *McElroy v. City*– Declaratory Judgment action; before the Oregon Court of Appeals in *McElroy v. Carlson (*Appeal of Motion for Relief from Judgment severed from earlier Mandamus case), *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.

RECEIVED
MAR 17 2010
BY: CAO

FILED: March 17, 2010

IN THE COURT OF APPEALS OF THE STATE OF OREGON

STATE OF OREGON ex rel IAN MCELROY,
Plaintiff-Appellant,

v.

DAN CARLSON, Building Official, City of Corvallis,
Defendant-Respondent.

Benton County Circuit Court
0010171

A119756

Henry R. Dickerson, Jr, Senior Judge.
Locke A. Williams, Judge.

Argued and submitted on February 22, 2010.

Before Wollheim, Presiding Judge, and Sercombe, Judge, and Rosenblum, Judge.

Attorney for Appellant: Cecil B. Strange, III.

Attorney for Respondent: James K. Brewer.

AFFIRMED WITHOUT OPINION

DESIGNATION OF PREVAILING PARTY AND AWARD OF COSTS

Prevailing party: Respondent

[ ] No costs allowed.
[X] Costs allowed, payable by Appellant.

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* * * M E M O R A N D U M * * *
APRIL 15, 2010

TO: **MAYOR AND CITY COUNCIL**

FROM: **JON S. NELSON, CITY MANAGER** Jon

SUBJECT: **CMO BUDGET UPDATE**

ISSUE

The City Manager's Office is preparing supplemental budget reductions consistent with Budget Commission direction. Since the CMO budget includes Mayor and City Council expenditures, I wanted you to be aware of the reductions to date.

DISCUSSION

CMO has budget in the Administrative Services Fund and Risk Management Fund. Reductions are being proposed in the Administrative Services Fund only. The Risk Management Fund is a holding account for the entire organization. Insurance, including deductibles, has been reviewed and deemed appropriate by staff and our Agent of Record.

CMO Budget Summary:

The FY 2009-10 CMO Administrative Services Fund budget totals $2,127,350. Of that total, Council directed expenses include $300,000 for the City Attorney contract; $82,340 for citywide Council of Governments and League of Oregon Cities memberships, $9,400 for Council and Mayor training (e.g. LOC, Regional Conference for Councilors, Mayor's Conference) and about $3,000 for laptop replacements and supplies.

The CMO budget includes personal services costs for 10 full-time equivalent employees and budget for the City newsletter, diversity initiatives, miscellaneous service contracts, training, and citywide human resources expenses such as labor negotiations.

FY 2009-10 Projected Savings:

Total projected 2009-10 savings is $62,290. Primary sources include:

* Held a human resources specialist vacant for three months ($15,000) and elected not to spend intern budget ($5,000).
* Elections ($25,000) (contingency in future years)
* Council video taping services due to canceled meetings ($3,630)
* Room rental & misc supplies ($1,370)
* Training ($2,000)
* Computers ($5,000) (replacement laptops for Council and staff paid from savings in prior year's budget due to arrival before June 30; also delayed replacement of two PCs)
* Services ($1,600) (labor relations and third party administrator fees coming in less than budget)
* No merit increase for the City Manager

FY 2010-11 Round 1 Reductions:

CMO further reduced its FY 2010-11 proposed budget by $81,000 through the following:

* Cut Communications Special Projects[1] by $10,000 (original budget = $50,000)
* Cut Diversity budget by $10,000 (original budget = $20,000)
* Cut organization, career development and CMO staff training budget by $2,000 (original budget = $31,470)
* Eliminated $30,000 Talent Management Software budget in Special Projects
* Saved $29,000 in retirement cash out due to change in a retirement date. The cash out will be budgeted in FY 2011-12.
* No COLA or Merit increase is budgeted for the City Manager in FY 2010-11

FY 2010-11 Supplemental Reductions:

The City Manager's Office "share" of Supplemental cuts reviewed by Budget Commission on March 10, 2010 was $10,820. Staff proposes to meet this reduction by reducing communications-related expenses. The reduction amount increases with Council directed increased expenditures for FY 2010-11. Based upon comments in Visitors Propositions at Budget Commission meetings, it may be beneficial for Council to discuss the historic Council directed expenditures in a work session format. Categories would include:

* Contractual
* Food and Recognition
* Memberships, Dues and Donations
* Videotaping
* Diversity support (Community Alliance for Diversity contract and MLK Commission)
* Travel and Training

REQUESTED ACTION

Staff requests your direction on whether to schedule a work session to review City Council budget expenditures.

3017

[1] Money for this project is only budgeted in FY 2010, not projected in financial plan in future years.

ADMINISTRATIVE SERVICES COMMITTEE
SCHEDULED ITEMS

April 15, 2010

MEETING DATE	AGENDA ITEM
April 21	• Sustainability Initiative Fees (public input)
May 5	• Economic Development Allocations Orientation • Sustainability Initiative Fees (deliberations)
May 10 (special) 5:00 pm	• Economic Development Allocations Presentations
May 13 (special) 4:30 pm	• Economic Development Allocations Deliberations
May 19	• Economic Development Allocations Third Quarter Reports
June 9	• Third Quarter Operating Report • Allied Waste Services Annual Report • 2011-2012 City Council Team Building and Goal Setting Facilitator Process
June 23	
July 7	• Land Use Application Fees Review
July 21	• Municipal Code Review: Chapter 5.03, "Offenses" (Prohibit Feeding Wild Turkeys)
August 4	
August 18	
September 8	• Fourth Quarter Operating Report • Economic Development Allocations Fourth Quarter Reports
September 22	

October 6	• Council Policy Reviews:
	  • CP 91-1.01, "Copying of City Material; Charges for"
	  • CP 92-1.05, "Miscellaneous Property Ownership"

October 20	
November 3	• Utility Rate Annual Review • Economic Development Application Process and Calendar
November 17	• Comprehensive Annual Financial Report
December 3	• Economic Development Allocations First Quarter Reports
December 22	• First Quarter Operating Report

ASC PENDING ITEMS

• Lease – Clear Wire	Public Works
• Utility Rate Structure Review	Public Works
• Voluntary Donations on Electronic Utility Payments	Finance

Regular Meeting Date and Location:

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

HUMAN SERVICES COMMITTEE
SCHEDULED ITEMS

April 15, 2010

MEETING DATE	AGENDA ITEM
April 20	• Boys and Girls Club Annual Report • Municipal Code Review: Chapter 5.03, "Offenses" (Smoking Enforcement Hiatus)
May 4	• Liquor License Annual Renewals • Majestic Theatre Annual Report
May 18	• Corvallis Fall Festival Annual Report • Municipal Code Review: Chapter 5.03, "Offenses" (Begging)

June 8	• Boards and Commissions Sunset Review:
	  • Committee for Citizen Involvement
	  • Citizens Advisory Commission on Civic Beautification and Urban Forestry
	• Council Policy Review:
	  • CP 07-4.15, "Use of Computer Lab Equipment & Public Internet Access at Senior Center"
	• Corvallis Farmers' Markets Annual Report

June 22	• Social Services Allocations – Fiscal Year 2010-2011 • Council Policy Review: • 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	• Willamette Neighborhood Housing Services Third Quarter Report
August 3	• Parks and Recreation Annual Fee Review
August 17	• Social Services Semi-Annual Report
September 8	
September 21	• Rental Housing Program Annual Report

October 5	• Council Policy Reviews:
	  • 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	• Willamette Neighborhood Housing Services Fourth Quarter Report
November 16	

MEETING DATE	AGENDA ITEM
December 7	• Council Policy Review: • 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

April 15, 2010

MEETING DATE	AGENDA ITEM
April 22	• Circle Boulevard Traffic Calming Six-Month Review
May 6	• Council Policy Review: • CP 95-7.12, "Integrated Vegetation Pest Management (IVPM) Program" • SW Eighth Street Parking
May 20	
June 10	• Boards and Commissions Sunset Review: • Airport Commission
June 24	
July 8	
July 22	
August 5	
August 19	
September 9	
September 23	
October 7	
October 21	
November 4	• Council Policy Review: • CP 98-9.06, "Transportation Corridor Plans"
November 18	
December 9	• Council Policy Review: • CP 91-9.03, "Residential Parking Permit District Fees"
December 23	

USC PENDING ITEMS

• Council Policy Review: CP 91-7.08, "Sidewalk Policy"	Public Works
• Fire Protection Services in Health Hazard Residential Areas	Fire
• Reducing Potential for Fire Spread Involving Natural Resources	Fire
• Renewable Energy Sources	City Manager's Office
• Traffic Calming Program	Public Works

Regular Meeting Date and Location:
Thursday following Council, 4:00 pm – Madison Avenue Meeting Room

UPCOMING MEETINGS OF INTEREST

City of Corvallis

APRIL - AUGUST 2010
(Updated April 15, 2010)

APRIL 2010

Date	Time	Group	Location	Subject/Note
15	6:30 pm	Parks, Natural Areas, and Rec Brd	Downtown Fire Station	
17	10:00 am	Government Comment Corner	Library Lobby - *Charles Tomlinson*	
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 - Mike Beilstein	
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~~	
28	5:30 pm	Downtown Parking Committee	Downtown Fire Station	Downtown Free Customer Parking Area enforcement and parking controls

MAY 2010

Date	Time	Group	Location	Subject/Note
1	10:00 am	Government Comment Corner	Library Lobby - TBD	
3	**12:00 pm**	**City Council**	**Downtown Fire Station**	
3	**7:00 pm**	**City Council**	**Downtown Fire Station**	
4	7:00 am	Airport Commission	Madison Avenue Mtg Rm	
4	12:00 pm	Human Services Committee	Madison Avenue Mtg Rm	
4	5:30 pm	Downtown Parking Committee	Madison Avenue Mtg Rm	
4	7:00 pm	Budget Commission	Downtown Fire Station	
5	3:30 pm	Administrative Services Committee	Madison Avenue Mtg Rm	
5	7:00 pm	Planning Commission	Downtown Fire Station	
5	7:30 pm	Library Board	Library Board Room	
6	4:00 pm	Urban Services Committee	Madison Avenue Mtg Rm	
6	*7:00* pm	Committee for Citizen Involvement	Madison Avenue Mtg Rm	
7	7:00 am	Bicycle and Pedestrian Adv Cmsn	Madison Avenue Mtg Rm	
8	10:00 am	Government Comment Corner	Library Lobby - Patricia Daniels	
10	5:00 pm	Administrative Services Committee	Madison Avenue Mtg Rm	econ dev allocations presentations
11	7:00 pm	Budget Commission	~~Downtown Fire Station~~ *LaSells Stewart Center Construction and Engineering Auditorium*	public comment
11	7:00 pm	Historic Resources Commission	*Downtown Fire Station*	

Date	Time	Group	Location	Subject/Note
12	8:20 am	Citizens Adv Cmsn on Transit	Madison Avenue Mtg Rm	
12	*5:30 pm*	*Downtown Commission*	*Madison Avenue Mtg Rm*	
13	8:00 am	Citizens Advisory Cmsn on Civic Beautification and Urban Forestry	Parks and Rec Conf Rm	
13	5:00 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	
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	No Government Comment Corner	Library Lobby - TBD	
25	12:00 pm	Cmsn for Martin Luther King, Jr.	City Hall Meeting Room A	
29		No Government Comment Corner	Library Lobby - TBD	
31		City holiday - all offices closed		

JUNE 2010

Date	Time	Group	Location	Subject/Note
2	7:00 pm	Planning Commission	Downtown Fire Station	
2	7:30 pm	Library Board	Library Board Room	
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*	
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 tentative**
14	**7:00 pm**	**Mayor/City Council/City Manager quarterly work session**	**Madison Ave Mtg Rm**	**tentative**
15	**5:00 pm**	**City Council work session**	**Madison Ave Mtg Rm**	**Plng Cmsn and Hist Res Cmsn intrvws - tentative**

Date	Time	Group	Location	Subject/Note
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	
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	
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	
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	

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

TBD To be Determined

from Judge Donahue

COPY

APR 08 2010

City Of Corvallis
Municipal Court
PO Box 1083
Corvallis, OR 97339

Newport, OR 97365
April 7, 2010

please send over

Enclosed is a check for $10.00 to pay for the parking citation received yesterday. Please pass this letter on to the members of the Corvallis City Council.

City Council members:

I received a $10.00 parking citation yesterday while having lunch at the Mongolian Grill in Corvallis. I have no problem paying a citation for something I might have done wrong. But in this case, when we pulled in to park, there were no visible parking meters and the only sign providing information regarding parking meters was out of view from my windshield. It was up a pole to our left. What would cause me to look up there? So I feel this is inappropriate and even a bit unethical. An employee who works at the Grill stated that this is a common problem, especially for people like us from out of town. I told her that, as a result, I would not be back to their restaurant. This is not the only loss to the city.

We were in Corvallis viewing merchandise in your stores in preparation for purchases for our nearly completed new home near Albany. While having lunch, we were debating whether to go back to the Blackledge Furniture store to make a purchase valued between $3400 and $7000. This citation by the city helped us decide to go back to Albany and Salem for this purchase. We also developed a plan to purchase $1800 worth of concrete block at Willamette Gray Stone. We will now buy this from the same company in Salem. Finally we identified about $500 worth of purchases at Bed Bath and Beyond. We will make this purchase in Salem also. While there we made our second purchase at the First Co-Op on third street. We will now make future purchases outside Corvallis. The point being, Corvallis will loose far more than this $10 in lost taxes from local business this year and beyond from my wife and me due to your mysterious parking meter system.

Sincerely,

Jim Lepin

Jim Lepin

RECEIVED
APR 13 2010
CITY MANAGER'S OFFICE

March 18, 2010 Minutes
Access Benton County

Present: Edith Yang, Judy Heath, Esmeralda Allen, Todd Allen, Pat Shermer, Mike Mullett, Joe Harrod, Hugh White, Jim Smith, Tony Albert, and Special Guest Chris Westfall.

A. Mr. Chris Westfall is the Code Enforcement Supervisor, Development Services Division, for the City of Corvallis. ABC asked him to join us for a discussion about the work of the Code Enforcement Department.

Code Enforcement was implemented in the autumn of 2007 with the following initial program objective: "...to develop a professional, effective, and courteous compliance work group within the Development Services Division. The Program will enhance the livability of the City of Corvallis by providing educational outreach and inter-departmental coordination to not only obtain initial voluntary compliance but also ensure informed and willing long-term compliance with the Land Development Code and select Municipal Code Provisions."

We received a nine-page handout with information about the Program. For example, the Program oversees compliance for 43 complaint subject categories that range from animal feces disposal to vision clearance standards at driveways. The Program is also designated as a resource to provide assistance with 9 other complaint categories under the primary response of other programs and Departments.

Other "livability issues" of primary concern are the development of property and structures, over-crowded dwellings, inoperative or unlicensed vehicles on private property, and garbage accumulations.

The highest priorities for response are:

- Life Safety/Public Health, e.g. obstructed vision clearance, dangerous buildings.
- Impact to Public Facility of right of way, e.g. public pedestrian routes obstructed
- Potential Severity of Financial Impact, e.g. rental or real estate agreements.
- Time Sensitivity Impact, e.g. Historic Resources, damage or removal of significant vegetation).

Since the start of the Program, the number of complaints to the Department have increased from 229 violations received in 2006 to 501 in 2009.

Sidewalk Cafe Permits Issue:

The Municipal Code for Corvallis was revised after considerable public discussion, research of best practices, and follow-up after the first year of the revised code by the City of Corvallis. ABC members learned a great deal about the difficulties that multiple use of public and private properties entails in following the priorities for public safety. Advocacy groups frequently disagree on what are the best code decisions!

Where new construction is done, code can be uniform and best practices are well known and assured. It is in the remodeling or accommodation of older buildings and rights of way that uniformity is not present. For example, some public sidewalks are much narrower than others in Corvallis. To insure four feet of clearance for pedestrians on some streets will eliminate the possibilities of sidewalk cafes, planters, trees, etc..

We thank Mr. Westfall for his time and presentation today. If any readers would like more information from the Code Enforcement Department, please call 541.766.6929 or e-mail: chris.westfall@ci.corvallis.or.us

B. Minutes of February 18, 2010 meeting approved as submitted.

C. Treasurer's Report. $360.00 less cost of plaque for Keith's Award.

D. Correspondence: Out-going for Keith's Award.

E. Continuing Business:

1. Keith's Award presentation date is pending. We plan to make the presentation on the steps of Kearney Hall, and ABC will inform readers of arrangements!
2. Ability Awareness Day Planning. Next Committee meeting is April 23, 2010, 10 a.m., Sunny Side Up Cafe.

F. New Business:

1. Joe Harrod shared access concerns for two businesses located in the shopping mall on 53rd and Philomath Highway. ABC will contact these businesses to support the concerns. Joe has already met directly with managers of the businesses.

2. Joe presented an idea for educating the businesses in Corvallis about welcoming customers with disabilities. ABC members believe there is a lot of worth in the idea. This discussion also led to ideas about how Corvallis Transit might encourage persons with disabilities to try busses when students first come to OSU in the Fall. A packet of information and safety items might be given to persons who ride the bus on a special day that is publicized. The Downtown Association would also be a good organization to consider these ideas.
3. Vicki Lein will be our Special Guest on April 15th! She is a motivational speaker with a variety of topics relating to persons with disabilities and their advocates.

Meeting Adjourned at 1 p.m.. Next ABC Meeting Thursday, April 15, 2010, Noon to 1 p.m., Benton Plaza, Commissioner's Meeting Room.

MEMORANDUM

April 12, 2010

TO: Mayor and City Council

FROM: Ken Gibb, Community Development Director

RE: Public Hearing to Receive Comments on the City's Draft FY 10-11 CDBG/HOME Program Action Plan

I. Issue

Staff of the Community Development Department, under the direction of the City's Housing and Community Development Commission, have completed the attached draft FY 10-11 Action Plan for the City's Community Development Block Grant and HOME Investment Partnerships programs for City Council review and public comment during an April 19 public hearing. Following the hearing the adopted Action Plan will be forwarded to the U.S. Department of Housing and Urban Development by May 15 for approval by June 30.

II. Background

When 2000 Census figures confirmed that the population of Corvallis had surpassed 50,000 the City, in FY 00-01, became an Entitlement Community for Community Development Block Grant (CDBG) funding provided by the U.S. Department of Housing and Urban Development (HUD). Then in FY 01-02, the City became a Participating Jurisdiction for the HOME Investment Partnerships (HOME) Program, a housing-focused entitlement program also operated by HUD. These two federal programs provide Corvallis with community development resources that total approximately $1 million annually.

CDBG and HOME funds, and the activities they support, are intended to carry out four primary federal program goals:

- Provide decent, safe and affordable housing;
- Alleviate the problems of excessive rent burdens, homelessness, and deteriorating housing;
- Establish and maintain a suitable living environment; and
- Provide expanded economic opportunities.

In meeting these goals through the expenditure of program funds, the focus of each type of CDBG or HOME activity carried out by a local jurisdiction must be to provide benefit primarily to people with low incomes (incomes below 80% of the area median). In addition, where HOME funds are used to support rental housing activities, beneficiaries must generally have incomes at or below 60% of the Corvallis median.

Every five years an entitlement community must create a Consolidated Plan—a document that 1) identifies the jurisdiction's existing resources, its most pressing housing and community development needs, and the populations whose needs are greatest; 2) describes a set of goals to be met and strategies to be undertaken in an effort to meet identified needs over a five year period; and 3) specifies the action steps that will be taken over the course of the coming fiscal year to carry out the longer-term strategies. Each year an annual Action Plan must be developed to describe the activities an entitlement will undertake or support using its federal community development allocations in order to achieve the goals and carry out the strategies identified in its Consolidated Plan.

The current Corvallis Consolidated Plan (www.ci.corvallis.or.us/CDBGandHOME) covering the City's FY 08-09 through FY 12-13 was approved by Council in April, 2008. A Citizen Participation Plan contained within that document identifies the City's Housing and Community Development Commission (HCDC) as the lead entity with oversight responsibility for the development of both the City's Consolidated Plan and the annual Action Plans for its CDBG- and HOME-funded programs. The HCDC takes a very active role in the development of each year's CDBG/HOME Action Plan by listening to and evaluating funding proposals, balancing those proposals and their outcomes with the goals established in the five-year Consolidated Plan, and recommending activities and funding levels for City Council consideration.

III. Discussion

The actions the City would undertake during the coming fiscal year to address the goals described in its Consolidated Plan are summarized very briefly on page i. of the Executive Summary section of the attached FY 10-11 Action Plan. The proposed funding allocations, which include CDBG, HOME and CD Revolving (250) Fund resources, can be found in summary form on page iii. of the Executive Summary. A more detailed and complete explanation of the allocation of resources can be found in the Action Plan sections that follow the Executive Summary.

The City will receive $587,479 in funding through HUD's Community Development Block Grant program, and $446,537 through the HOME Investment Partnerships program for use during FY 10-11. Another $82,521 is expected to be received through the repayment of CDBG-funded loans the City has been providing since FY 00-01, and this revenue must be utilized (as "Program Income") during the year to support activities described in the Action Plan. Another $224,963 in HOME-generated Program Income is also being budgeted. Finally, as identified in the Action Plan, $389,590 in resources from the City's CD Revolving Loan Fund are also being budgeted to support assistance activities. A total of $1,731,090 is being proposed for allocation from FY 10-11 resources to fund a variety of grants for projects and services, loan programs, and program delivery and administration expenses.

As outlined in the draft Action Plan, FY 10-11 activity priorities will be focused primarily on the creation and retention of housing that is affordable to low income and/or special needs Corvallis residents, including those who are homeless. This will be accomplished through both grants and loan funding to undertake a variety of activities. Activities being supported with

HOME funds will include acquisition of property for use as permanent supportive housing and new home ownership housing construction. CDBG activities will focus on providing loans to underwrite owner-occupied housing rehabilitation, loans to assist low income buyers with home purchases, a grant to support construction of an advocacy center for survivors of domestic violence, a grant to assist with a multifamily property roof replacement, microbusiness development assistance, and support for the delivery of social services by non-profit agencies. Both HOME and CDBG also provide funding to cover administrative and overhead costs borne by the City in delivering these programs.

The programmatic mix of grants, loans, and administrative costs from all federal and local sources combined from FY 10-11 allocations is projected to be as follows:

Affordable Housing Project Assistance Grants:	$706,000	40.8%
Housing Rehab and Purchase Loan Programs:	308,560	17.8%
CHDO Operating Support:	20,000	1.2%
Community Facility Development:	150,000	8.7%
Human Services Fund:	80,000	4.6%
Microenterprise Program Support:	25,000	1.4%
Program Administration:	441,530	25.5%
TOTAL	$1,731,090	

Again, in all cases, the beneficiaries of activities supported with HOME and CDBG funds will primarily be low, very low, and/or extremely low income residents of Corvallis. A table that contains current median, low, very low and extremely low incomes by household size for Corvallis can be found on page 75 of the draft Action Plan.

Allocation Process and Activity Descriptions

From January through mid-March Housing staff and the HCDC carried out a proposal review and allocation process to identify the activities that the Commission feels should receive funding from the FY 10-11 CDBG and HOME programs. Capital and non-capital requests for funds from both programs were considered; social services funding requests from the CDBG Human Services Fund were also considered. The recommended FY 10-11 proposed recipients, activities and funding amounts are found in the draft Action Plan on pages 7 through 42; a table summarizing the recommended allocations can be found on page 49.

CDBG Human Services Fund Requests

Eleven proposals from ten agencies seeking support from the Human Services Fund were received, and were considered by the HCDC during presentation sessions on the evening of February 16. All of those proposals have been recommended for some amount of funding with FY 10-11 resources. Descriptions of the eleven recommended Human Services Fund activities can be reviewed most efficiently on pages 56 through 66 of the Action Plan.

CDBG & HOME Capital Project Requests

Five capital proposals, three for funding from the CDBG program and two for funding from the HOME program, were considered by the Housing and Community Development Commission during the presentation session on February 17.

The first request for CDBG capital funding was received from the Center Against Rape and Domestic Violence (CARDV). Funding in the amount of $200,000 was requested to underwrite a portion of CARDV's costs to acquire land and construct a facility to provide client advocacy services. As proposed, the project would be built across SW Third Street from Lincoln School at the Willamette Neighborhood Housing Services-owned site known as Alexander Court. The mostly vacant Alexander Court property will soon become the site of a 25-unit affordable housing project, ten units of which will be occupied by survivors of domestic violence. The HCDC is recommending an allocation of $150,000 for CARDV's advocacy center project, to be applied specifically toward the costs of property acquisition.

The second request was received from the Corvallis Daytime Drop-in Center (CDDC). The CDDC, in partnership with the First Christian Church (FCC), requested a grant of $60,161. The requested City funds would completely underwrite the costs of remodeling a FCC-owned residential building at 661 SW Jefferson so that it could be converted to use as an advocacy center for the homeless. Based on their conclusion that the project's scope, costs and sources of funding were not clearly enough defined to warrant CDBG support at this time, the HCDC is not recommending funding for this project.

The final request for CDBG capital funding came from Samaritan Village, an 84-unit affordable/elderly apartment complex on NW 35th near Harrison. Funding in the amount of $200,000 was requested to pay a portion of the cost of roof replacement for the facility. The HCDC is recommending a grant in the amount of $100,000 to support the project.

The first HOME capital funding request was received from the Corvallis Homeless Shelter Coalition. The Coalition asked that the City provide them with a $500,000 grant to be applied to acquisition of an eight-unit apartment building. The building, located at 1661 NW Harrison, was badly damaged by fire last summer, and will be rebuilt next summer. As proposed, the Coalition would acquire the building following the completion of reconstruction work, and would operate it as permanent supportive housing for people who are homeless. The HCDC is recommending that the City provide a HOME grant in the amount of $250,000 with several conditions intended to address concerns raised during their allocation deliberations. Among these conditions are a requirement that the project also receive funding from the State of Oregon's Shelter Plus program, that other private resources be raised to support the project, and that a property manager with experience operating HOME-funded rental properties be hired to provide management services.

The other HOME capital request, in the amount of $885,697, was received from Willamette Neighborhood Housing Services (WNHS). This funding would support the construction of seven new homes in phase one of WNHS's Seavey Meadows property development project. The units would be built under a Community Land Trust model similar to the one created for

WNHS's recent Leonard Knolls project. The site of the project is currently owned by the City of Corvallis; in November of 2004 the City Council approved a plan to transfer property ownership to WNHS in the future to provide land for the development of an affordable housing project. The HCDC has recommended a funding allocation of up to $800,000; because available HOME funds are not adequate to both reach this level and fund the Corvallis Homeless Shelter Coalition's permanent supportive housing project, HOME funds approved last year for another WNHS project that has not been initiated would be reprogrammed to this Seavey Meadows project. Once project plans and budgets are finalized staff will return to the Council for approval of the property transfer.

Non-capital CDBG & HOME Requests

Two non-capital proposals (outside of the CDBG Human Services Fund process), both from WNHS, were considered by the HCDC. The first was a request for a continuation of CDBG funding to support the Linn-Benton MicroBusiness Project, which is operated by WNHS and which provides training and technical assistance to low income individuals, many from Corvallis, who have a desire to start a microenterprise. The HCDC has recommended providing the entire $25,000 requested by WNHS.

The other request seeks operating funding for WNHS as a Community Housing Development Organization (CHDO) for purposes of the City's HOME program. Each year the City may allocate up to 5% of its annual HOME resources to support administrative costs related to the affordable housing development efforts of CHDOs. The HCDC is recommending that WNHS, the City's only CHDO, receive $20,000 from the City's FY 10-11 HOME allocation, which represents roughly 5% of next fiscal year's HOME resources.

City-operated Housing Loan Programs

Continued funding has been allocated in the draft Action Plan to support the City's two owner-occupied housing rehabilitation loan programs (totaling about $136,000) and its two home purchase/down payment assistance loan programs ($80,000). The portion of funding that will be applied to the rehab loan programs from FY 10-11 CDBG resources is relatively small ($66,000); because current and prior year CDBG funds allocated to these and other programs are not likely to be expended completely, much of what remains at year-end will be carried over to support housing loans next year. Staff expects that roughly $250,000 will be available at FY 09-10 year-end for carryover and use in the loan programs in FY 10-11, allowing them to maintain adequate funding to meet anticipated demand.

IV. Update on Council Homelessness Goal Investigation/Priority Research

In September 2009, the City Council asked Housing Division staff to communicate with local homelessness experts to determine what they feel the most significant need is among the homeless in Corvallis, and what project(s) or program(s) would best address that need. The message from the community's experts has been very clear: the most significant need is for stable, affordable housing, and the best approach to addressing that need is to create permanent

supportive housing for a range of homeless subpopulations. The expert consensus is that by moving people who are homeless into stable housing, the work of addressing the reasons behind their homelessness will become more manageable, and the effort will result in a greater level of success than is offered by other current models.

The community's experts also agree that there is still much to learn about the practical aspects of implementing a comprehensive permanent supportive housing strategy, and that approaches will vary depending on the subpopulation(s) being served. Where the approaches vary, so will each project's capital costs, operating costs, and physical space requirements. A constant across all projects, however, will be the need for a mix of supportive services that is tailored to address the range of challenges faced by the clients being housed.

An implementation committee has been formed and has begun meeting to continue moving forward with the *Benton County Ten Year Plan to Address Homelessness* that was released in October 2009. One of the committee's key roles over the next few years will be to help more clearly define and then prioritize solutions to meet the community's highest-level homelessness needs. This work will include, in ways yet to be determined, the facilitation of those solutions through communication, support and advocacy. The City is represented on the implementation committee by staff of the Housing Division.

As acknowledged by the City Council when it established its goal on homelessness, the City currently has a CDBG/HOME Consolidated Plan and related funding allocation processes in place to facilitate and then fund projects that have been identified as meeting community needs, and that have reached a point of being ready to proceed. The homelessness assistance projects proposed for funding under the FY 10-11 CDBG/HOME Action Plan, discussed earlier in this report, offer an indication that the City's Consolidated Plan processes are working well: the Action Plan includes new CDBG funding for an advocacy center that will provide critical services for survivors of domestic violence being housed in apartments that will be built with prior-year City HOME funding; it also includes a new HOME award for a permanent supportive housing project for people who are homeless, many of whom are considered chronically homeless. As reported above, a third homeless assistance project was proposed for CDBG funding in FY 10-11, and a fairly strong case for need was made during this year's proposal process. However, staff and the City's Housing and Community Development Commission agree that the project is not yet ready to proceed, and is therefore not in a position to receive an allocation of CDBG funds. Staff anticipate that the project's sponsors will continue to refine their plans, and that another CDBG proposal will be reviewed in a coming funding cycle.

V. Summary and Requested Action

The draft FY 10-11 CDBG/HOME Action Plan presents an approach that looks to continue the City's focus on areas of priority established in the five-year Consolidated Plan adopted by the Council in April 2008. In developing recommendations for how and in what areas assistance should be delivered, the HCDC chose to continue an approach that will both strengthen the things the City already does well—run housing assistance programs and partner with Willamette Neighborhood Housing Services—and support newer activities that assist people who are homeless or have other special needs, or that represent innovative approaches

to community development. In recommending the allocations that are specified in the Action Plan, the HCDC recognizes that recycling investments (loans) will strengthen the City's Housing programs over the long term through the generation of repayments, or "program income." They also recognize and promote a strategy that generally focuses resources on "bricks and mortar" projects—projects to build and maintain capital assets like houses, apartments, shelters and other facilities or infrastructure—which will provide both immediate benefits to those who occupy or use them, and long term benefits to the community as a whole.

The Corvallis Housing and Community Development Commission has reviewed the attached FY 10-11 Action Plan, and has recommended City Council approval of the Plan as drafted. Staff therefore requests that the City Council conduct a public hearing resulting in the following actions:

1. Adopt the FY 10-11 CDBG/HOME Action Plan, as written or with Council-desired modifications, and direct staff to submit it to HUD for review and approval; and

2. Authorize the Mayor to sign CDBG and HOME application and certification documents, as stipulated by HUD, that will be submitted as elements of the adopted Action Plan.

Review and Concur:

Jon S. Nelson, City Manager

Attachments: Draft FY 10-11 Action Plan
Staff overviews of CDBG and HOME funding proposals provided for the HCDC's use during their February 16 and 17, 2010 funding allocation sessions

CITY OF CORVALLIS, OREGON

JULY 1, 2010 - JUNE 30, 2011
ACTION PLAN ELEMENT
FOR THE CITY OF CORVALLIS
COMMUNITY DEVELOPMENT BLOCK GRANT
AND
HOME INVESTMENT PARTNERSHIPS PROGRAM
CONSOLIDATED PLAN

This Draft was developed and has been reviewed by the Corvallis Housing and Community Development Commission, which recommends that the Corvallis City Council approve the document as presented here.

City of Corvallis
Community Development Department
Housing Division

May 15, 2010

City of Corvallis

Charles C. Tomlinson, Mayor
Jon Nelson, City Manager

Corvallis City Council

Mark O'Brien, Ward 1
Patricia Daniels, Ward 2
Richard Hervey, Ward 3
Dan Brown, Ward 4
Mike Beilstein, Ward 5
Joel Hirsch, Ward 6
Jeanne Raymond, Ward 7
David Hamby, Ward 8
Hal Brauner, Ward 9

Housing and Community Development Commission

Judy Gibson, Chair, Real Estate Industry
Ed Fortmiller, Vice Chair, Housing Finance Industry
Buzz Berra, Housing Construction Industry
Robin de La Mora, General Public
Jennifer Jordan, Housing/Assistance
Michael L'Heureux, General Public
Sherry Littlefield, General Public
David McCarthy, Social Services/Assistance
Jeanne Raymond, City Council Liaison
Tad Abernathy, Planning Commission Liaison

Prepared by the City of Corvallis Community Development Department, Housing Division

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EXECUTIVE SUMMARY

Summary of Objectives and Anticipated Outcomes

The Corvallis Consolidated Plan presents a strategic vision for housing and community development for the period beginning July 2008 and ending June 2013. The Consolidated Plan document guides the development of annual Action Plans that describe how the City will allocate federal funding provided by the U.S. Department of Housing and Urban Development (HUD) through the Community Development Block Grant (CDBG) Program and the HOME Investment Partnerships (HOME) Program. The objectives, strategies and activities outlined in the five-year Consolidated Plan and the Action Plan for the City's FY 2010-11 are based on priorities established by the Corvallis Housing and Community Development Commission through an extensive, participative community outreach process conducted prior to the Plan's development.

During FY 10-11 the City of Corvallis will focus CDBG and HOME resources in two primary areas: affordable housing, and non-housing community development.

Affordable Housing Objectives and Anticipated Outcomes:
The City anticipates providing affordable housing assistance of two primary types. The first, assistance for the creation of affordable owner or renter opportunities, will provide down payment assistance loans to twelve low income home buyers and fund unit acquisition/construction by non-profit housing developers resulting in another 17 units.

In addition to standard affordable housing facilitation, the City will also work with non-profit agencies Willamette Neighborhood Housing Services (WNHS) and the Corvallis Homeless Shelter Coalition (CHSC) to create 17 units of permanent supportive housing. Ten of these units will be built by WNHS, and will house survivors of domestic violence in a project to be developed in South Corvallis at SW Third Street and SW Alexander - directly across Third Street from Lincoln Elementary School. The other project, by the CHSC, will provide seven units for people who are homeless under a "Housing First" model in a property on NW Harrison Boulevard.

The City's second primary affordable housing assistance effort will focus on the rehabilitation of owner- and renter-occupied units in order to maintain both affordability and the quality of housing in Corvallis. Ten owner-occupied units will be rehabilitated during FY 10-11 through the City's own housing rehabilitation loan programs. Another 82 units of affordable rental housing occupied by low income elderly residents, the Samaritan Village development, will also be rehabilitated.

Non-housing Objectives and Anticipated Outcomes:
The City will focus federal resources in this area primarily on the provision of funding to support ten non-profit service providers in their efforts to assist the homeless, people with special needs, and people with low incomes. A total of 2,208 individuals and families will receive direct assistance during FY 10-11 through the support of City CDBG Human Services Fund allocations. CDBG funds will also help another non-profit agency, the Center Against Rape and Domestic Violence, improve and expand its capacity to serve survivors of domestic violence by providing capital funding for the agency's acquisition of property that will become the site of a client advocacy center at SW Third Street and SW Alexander. A final area of non-housing assistance will focus on facilitating individual economic opportunities for 18 low income households through the WNHS microenterprise development program.

Evaluation of Past Performance

The FY 10-11 Action Plan presents activities that will be undertaken during the third year of the City's FY 08-09 through FY 12-13 Consolidated Plan. Although the second year of activity is not complete at the time this Action Plan is being developed, it appears that the City will exceed its proportional second year goals for housing rehabilitation, with an anticipated 125 units (of the five-year 175-unit target) being complete by year-end. Similarly, the City will meet or exceed its prior-period outcomes for non-housing community

development assistance provided through non-profit service agencies, and will remain consistent in the provision of assistance to low income households for the development and/or expansion of microenterprises. In one area—the creation of affordable housing opportunities—it appears the City will fall short of its proportional two-year goal of 70 units, as the number of assisted first time home purchases has lagged behind what was anticipated, and projects that have received commitments of City funding, but that also require state and other state-controlled federal funding, have yet to receive needed allocations from those sources.

Citizen Participation

Corvallis is a community that values active citizen participation in all aspects of community development. The creation of the FY 08-09 through FY 12-13 Consolidated Plan followed the consultation and participation guidelines described in the City's CDBG/HOME Program Citizen Participation Plan, as do annual reviews of actions carried out under the Plan, and future Plan updates.

In accordance with the Citizen Participation Plan, the Corvallis City Council holds two CDBG/HOME Program hearings each year: one to hear from citizens about unmet or emerging community needs and the activities that could be undertaken to address them, as well as to receive feedback about CDBG/HOME Program performance over the prior Plan year; and another to receive comments about the City's draft annual Action Plan prior to its submittal to HUD. Notices of upcoming hearings are published in the Corvallis Gazette-Times at least two weeks in advance of hearings, and a public review and comment period is opened at least 30 days prior to the second City Council hearing.

Every fifth year a draft Consolidated Plan is prepared by City staff under the direction of the Corvallis Housing and Community Development Commission (HCDC). Citizens have a number of opportunities to provide input to the HCDC during the Plan development process—typically through outreach meetings in the community, through on-line and direct consultations, and through public hearings. Anyone with interest also has opportunities to review the draft Consolidated Plan during a 30 day public review/comment period, and then to provide feedback in writing or during a City Council hearing held prior to adoption of the Plan. Notice of the availability of the draft, and a Plan summary, is published in the Corvallis Gazette-Times during the comment period, and the full draft Consolidated Plan is made available both in printed form, and electronically on the City's Web site.

Summary of Action Plan Comments

NEED TO UPDATE THIS SECTION FOLLOWING SECOND PUBLIC HEARING IN APRIL.

ONE-YEAR ACTION PLAN EXPENDITURES

Description of Key Activities

Affordable Housing:	
Direct Grant Assistance to Projects	$606,000
Housing Rehabilitation Loans and Grants - owner- & renter-occupied	236,000
Home Ownership Assistance Loans - down payment program	80,000
Housing Rehab Program Delivery - salary and expense	92,560
Affordable Housing Total	**$1,014,560**
Human Services:	
Public Facilities - acquisition funding for domestic violence advocacy center	$150,000
Human Services Fund - grant support to non-profit agencies which provide assistance/supportive services to priority populations.	80,000
Human Services Total	**$230,000**
Other Uses	
CDBG funding for microenterprise program support	$25,000
HOME CHDO operating funding	20,000
Other Uses Total	**$45,000**
Program Administration:	
Delivery of assistance activities, maintenance of program compliance, reporting to HUD on program activities, management and monitoring of grant-related financial status and sub-recipient activities, delivery of public information, planning for future program years, planning for and delivery of fair housing and lead-based paint program activities, indirect overhead (paid only with non-federal resources).	$441,530
Program Administration Total	**$441,530**
TOTAL PROGRAM EXPENDITURES	**$1,731,090**

TABLE OF CONTENTS
FY 10-11 Action Plan

Executive Summary i

Housing and Community Development Action Plan 1

Introduction 1
Part I: Action Plan 7
Part II: Budget Summary 49
Part III: HUD/CPD Listing of Proposed Projects 51

Attachments 75

Attachment A: 2010 Corvallis MSA HUD Median Incomes 75
Attachment B: City Council Hearing Minutes of December 31, 2009 77
Attachment C: Housing & Community Development Commission Minutes of February 16, 2010 (Project Proposals) 83
Attachment D: Housing & Community Development Commission Minutes of February 17, 2010 (Project Proposals and Allocations) 95
Attachment E: Housing & Community Development Commission Minutes of March 10, 2010 (Action Plan approval recommendation) 105
Attachment F: City Council Hearing Minutes of April 19, 2010 . . . . . TBD
Attachment G: Summary of Comments Received Prior to or During Hearings . . . . . TBD
Attachment H: Glossary . . . . . TBD
Attachment I: Anti-Displacement and Relocation Assistance Plan . . . . . TBD

Certifications . . . . . TBD

General Certifications . . . . . TBD
CDBG Certifications . . . . . TBD
HOME Certifications . . . . . TBD

HOUSING AND COMMUNITY DEVELOPMENT ACTION PLAN FOR PLAN YEAR 2010-11

INTRODUCTION

This Action Plan describes housing and community development activities that the City of Corvallis will undertake during its FY 2010-11 using both local funding and funding to be provided by the U.S. Department of Housing and Urban Development. **All of the funded activities described in this Plan will occur within the City limits of Corvallis.**

Citizen Participation

As called for in the CDBG/HOME Program Citizen Participation Plan contained in the Corvallis Consolidated Plan for FY 08-09 through FY 12-13, this Action Plan was developed with input from the public in a variety of ways:

- The Corvallis Housing and Community Development Commission (HCDC) is a citizen body that has been identified by the City Council as having responsibility for developing strategies to deliver local and federal resources to meet the City's priority community development needs where the interests of low income residents will be served. The HCDC holds monthly public meetings to discuss program performance and develop assistance strategies, and was also responsible for developing and recommending the CDBG and HOME funding allocations found in this Plan.

- Two public hearings have been held by the Corvallis City Council to receive input about the needs of people in the community, the City's performance in utilizing its federal funding to meet those needs, and how the proposed Action Plan for FY 10-11 will both guide and accomplish the goals and outcomes identified in the Consolidated Plan. Prior to conducting the second of these hearings, the City provided a 30-day comment period during which public input related to the content of the proposed Action Plan was requested.

Minutes of the HCDC and City Council meetings pertinent to the development of this Plan are included in the Attachments section of this document, as are summaries of the comments received from the public during the two Council hearings and the 30-day Plan comment period.

Summary of Available Resources

Total FY 10-11 resources that are allocated through this Action Plan element include:

Community Development Block Grant Funds:	$587,479
CDBG Program Income:	82,521
HOME Investment Partnerships Funds:	446,537
HOME Program Income:	224,963
City Revolving (250) Loan Fund:	389,590
Total FY 10-11 Resources to be allocated:	**$1,731,090**

The amounts identified above represent funding to be allocated from both federal and local sources; **the City intends that 100% of these funds will be invested in or support the delivery of activities that primarily benefit low, very low, and extremely low income persons**. The table above does not include funding from other federal sources, which are often critical to the successful financing of larger capital projects because, until proposals are received and evaluated, these amounts are not known. It is important to point out though that many projects do rely on funds from sources like private foundations and trusts, public and private sector lenders, and in some cases, other city, state and federal sources. Among the federal resources that will be invested in Corvallis projects or activities, but which are not allocated through this Action Plan, are:

- Homeless funding authorized under the McKinney Act and allocated locally by the state through Community Services Consortium or directly to the Linn Benton Housing Authority and Community Outreach, Inc., of which approximately $90,000 is expected to be available during FY 10-11;
- Federal Emergency Shelter Grant funding, also allocated to and through Community Services Consortium by the State of Oregon, of which approximately $98,000 is anticipated to be available to the Linn/Benton/Lincoln County area during FY 10-11 with roughly $21,000 to be allocated to assistance in Corvallis;
- Low Income Housing Tax Credits, of which approximately $6,650,000 will be sought from the State of Oregon's 2010 Consolidated Funding Cycle to support a Willamette Neighborhood Housing Services project which has received a reservation of City HOME funding; and
- HUD Section 8 housing assistance funding. As this Plan is being drafted there are approximately 600 vouchers assisting units in Corvallis, and the Linn-Benton Housing Authority estimates the value of the assistance they will generate during FY 10-11 will be approximately $3,166,000.

Another significant source of funding not allocated through this Plan comes through the low income buyers who utilize the City's down payment assistance loan programs. These buyers typically invest as much as $30,000 in their purchase transactions in addition to any loan funding the City provides. Buyer funds come primarily from the their own savings, but are also secured from other grant sources, family gifts, and seller concessions. In total the amount of activity funding from sources that do not flow through the City's budget make up a significant portion of the total investment in affordable housing in Corvallis each year.

General Description of Federal Funding Requirements

Community Development Block Grant funds and CDBG Program Income are federal funds that must be used in ways that primarily benefit people in Corvallis with incomes at or below 80% of the median income for our community. HOME Investment Partnerships Program funds are also federal, and must also be used to benefit lower-income residents, but depending on the type of activity being assisted, the required income levels of the beneficiaries will differ. The beneficiaries of HOME program funding that assists projects targeting home ownership must have incomes at or below 80% of the area median income; in rental housing projects that receive HOME funding at least 90% of the beneficiaries must have incomes at or below 60% of the area median income, and the remaining 10% of the beneficiaries must have incomes at or below 80% of the area median. Additional limits may apply based on project size. The City's Community Development Revolving Loan Fund is made up of local and state funds that have been utilized by the City over the last 35+ years to help meet the housing needs of low income residents. In the coming year the Revolving Loan Fund will supplement funding from the CDBG and HOME programs in order to provide additional housing resources in the form of assistance loans, and to support program administration costs where federal resources do not completely cover them.

HOME Program Requirements

Non-federal HOME Program Match

Where projects utilize HOME funding the local community must contribute matching investments, in aggregate, of not less than 25% of the HOME-provided funding amount. This local matching investment may not be derived from federal resources or funds. The matching requirement applies only to HOME funds used to assist projects; the costs of program administration and other operating and technical assistance expenditures are not subject to this requirement. In general the City looks to its HOME recipients to provide the funds that meet the 25% non-federal match requirement within the projects they undertake. In some cases it is not possible for HOME capital funding recipients to meet this match goal because of the nature of their projects' financial structures. In such cases the City utilizes HOME match from a "bank" that has been accumulated based on other qualifying affordable housing efforts, some HOME-funded and some not, that have occurred in recent years. Examples of sources for this HOME match bank include Habitat for Humanity projects, which enjoy significant donations of land, skilled and unskilled services and labor, as well as materials; and also, grant funds provided to first time, low income home buyers through the Federal Home Loan Bank's Home$tart program. At the time this Plan is being drafted, the City has accumulated a total of just over $1,166,000 in qualifying match, of which $535,000 has been reserved to projects for which expenditures of HOME funds have been made.

HOME Resale/Recapture Guidelines

Although the City may consider implementing alternative provisions in a future Consolidated Plan, its current policy with regard to HOME-funded down payment assistance is based on a recapture approach. In short, low income home purchasers who receive City HOME funding are required to pay back the outstanding balance of their HOME assistance in the event they move from or sell their home prior to the end of the applicable period of affordability.

Description of Goals, Results and the Measurement of Outcomes

The section that follows restates the five-year community development goals and strategies outlined in Chapter III of the City's 2008-2013 Consolidated Plan, adding descriptions of the actions that will be taken during the FY 10-11 plan year to carry out specific strategies and in turn, work toward the achievement of Consolidated Plan goals. Many goals—specifically those that apply to housing assistance activities—are concrete and numeric, and thus the results that will be achieved in carrying them out are easily measured. Such goals are typically listed first under each of the priority discussion areas in the pages that follow, and the first actions described thereafter will in most cases contain numeric results to be achieved during the program year. A summary of the five-year housing goals established in the Consolidated Plan, with an estimation of the first two years worth of achievements, follows.

FY 08-09 through FY 12-13 Consolidated Plan Housing Activity Goals and Achievements

Activity Type and Unit Goal	Activity Subtype	Primary Funding Source*	Five Year Unit Goals	Estimated FY 08-09/ FY 09-10 Outcomes	Unit Goals for FY 10-11	Unit Goals for Remaining Plan Years
Facilitate the creation of 150 new affordable owner or renter housing opportunities	Provide direct City down payment assistance loans	CDBG	60	20	12	28
	Unit acquisition or construction by others	HOME and/or CDBG	90	4	17	69
Facilitate the rehabilitation of 175 units of owner of renter housing occupied by people with low incomes	Fund housing rehab activity by others	HOME and/or CDBG	125	89	82	0
	Provide direct City housing rehab loans	CDBG or non-federal RLF	50	12	10	28
Create 30 permanent supportive housing opportunities for special needs populations	Fund the creation or rehab of permanent supportive housing units for homeless populations/ subpopulations	HOME and/or CDBG	20	0	17	3
	Fund the creation or rehab of permanent supportive housing units for non-homeless special needs populations	HOME and/or CDBG	10	6	0	4
All unit types			355	131	138	132

* *In a given Plan year the City may determine that a source not identified as "primary" in this column is better suited to a particular request, and utilize that source for project funding.*

These numeric goals, and the City's progress toward achieving them, are used to guide the allocation of capital project funding each year as Action Plans are developed. Other Consolidated Plan goals, where numeric results are not noted, are included to give readers an understanding of the supportive work that is required, typically on an ongoing basis, in order to build and maintain an organization and community network capable of achieving the Consolidated Plan's primary, measurable goals, and therefore meeting federal requirements to provide decent, safe and affordable housing, maintain a suitable living environment, and provide expanded economic opportunities.

HUD Outcome Performance Measurement

The City's Action Plan for FY 06-07 initiated the inclusion of a performance measurement system prescribed by HUD in its "Notice of Outcome Performance Measurement System for Community Planning and Development Formula Grant Programs," published in the *Federal Register* on March 1, 2006. This measurement system provides each jurisdiction that participates in a Community Planning and Development (CPD) program such as the CDBG or HOME program with sets of objectives, outcomes and performance indicators to be applied to the activities they fund.

HUD describes the three different possible objectives, from which one is to be selected to apply to any particular activity, as follows:

- **Suitable Living Environment.** In general, this objective relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment.

- **Decent Housing.** The activities that typically would be found under this objective are designed to cover the wide range of housing possible under HOME and CDBG. This objective focuses on housing programs where the purpose of the program is to meet individual family or community needs and not programs where housing is an element of a larger effort, since such programs would be more appropriately reported under Suitable Living Environment.

- **Creating Economic Opportunities.** This objective applies to the types of activities related to economic development, commercial revitalization, or job creation.

After choosing one of the objectives noted above to apply to a given activity, the outcome that best reflects the funded activity is to be chosen from a list of three alternatives:

- **Availability/Accessibility.** This outcome category applies to activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low- and moderate-income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the affordable basics of daily living available and accessible to low and moderate income people where they live.

- **Affordability.** This outcome category applies to activities that provide affordability in a variety of ways in the lives of low- and moderate-income people. In can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care.

- **Sustainability: Promoting Livable or Viable Communities.** This outcome applies to projects where the activity or activities are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low- and moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

For each possible combination of an objective and an outcome, HUD has created a list of potentially applicable indicators from which grantees will select the most appropriate for the activity they are funding. The list of possible indicators is too long to include here, and many that have been identified by HUD will have no applicability to the activities the City of Corvallis will fund during FY 10-11. As has been the case in the past, the City's FY 10-11 Action Plan will identify two types of performance criteria that will be evaluated during the course of the year, and reported by or to the City at year end. The first type includes the HUD-defined objective, outcome and indicator(s) that the City and its grantees will track and report on; the second type reflects the "local intent" of activities—the outcomes that have been identified by grantees and/or the City as those that will address local needs not included in the HUD performance measurement system.

Following the end of the fiscal year, data on the activities for which performance indicators have been tracked will be summarized using reports from HUD's Integrated Disbursement and Information System (IDIS), and will be combined with narratives in the City's Consolidated Annual Performance Evaluation Report (CAPER). This document helps citizens and those with interest in the City's CDBG and HOME programs stay abreast of the City's progress. The CAPER is also submitted annually by to HUD for its review and approval.

Coordination of the Corvallis Consolidated Plan and Action Plan

The Mayor and City Council of Corvallis have identified the City's Community Development Department as the department responsible for the planning, development, and implementation of the Community Development Block Grant and HOME Investment Partnerships programs. The Director of the Community Development Department has assigned those duties to the department's Housing Division.

Public Housing

Although Corvallis is served by the Linn-Benton Housing Authority, that agency neither owns nor operates units of Public Housing. Instead, it acts as a conduit for HUD and other tenant- and project-based assistance programs, and provides voucher-based HUD Section 8 rental assistance for low income residents of the two-county area that includes Corvallis.

Geographic Distribution

Based on findings and discussions conducted for purposes of developing the Corvallis Consolidated Plan for FY 08-09 through FY 12-13, the City has determined that no geographic targeting of resources is called for. Actions described in the sections that follow for which no specific project address is listed will be delivered City-wide, and are so noted in the "Location" designation for each FY 10-11 activity.

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PART I: FY 10-11 ACTION PLAN ITEM NARRATIVE DESCRIPTIONS

Housing Priority A: ***Families and individuals with low incomes [note: for purposes of this Plan, where the phrase "low income" is used, it includes not only families and individuals with incomes at or below 80% of median, but also those considered to be "very low income" (incomes at or below 50% of median) and "extremely low income" (incomes at or below 30% of median)].***

Goal 1: Over the five year Consolidated Plan period, facilitate the creation of 150 housing opportunities that are affordable to low, very low and extremely low income occupants.

Strategy 1: Provide funding to facilitate the creation of 90 affordable housing opportunities represented either by new units that are affordable to low income occupants, or the commitment of existing units to long term affordability. Activities funded will include property acquisition (improved and/or vacant land), housing construction, construction of public infrastructure in conjunction with affordable housing development, housing rehabilitation and/or conversion in conjunction with acquisition, and refinancing of property debt in conjunction with rehabilitation. In the case of the latter approach, HOME would be the applicable funding source, and in addition to the assistance being required to sustain or improve the affordability of a project, the following criteria would also be applied: The units being refinanced must also need rehabilitation in order to 1) alleviate deficiencies that may degrade structural integrity; 2) address lead-based paint hazards; 3) create or improve accessibility, livability and/or usability for tenants; 4) extend the useful life of the building; 5) meet HUD Housing Quality Standards; and/or 6) improve energy efficiency. Further, the amount of the City's HOME assistance allocated to the rehabilitation portion of the activity will typically not be less than 15% of the total HOME funding amount, but may be as low as 10% where the long term benefit to low income renters supports such a decision.

Action 1: Allocate current- and prior-year HOME CHDO project setaside funding to Willamette Neighborhood Housing Services to construct seven affordable housing units for purchase by low income, first time home buyers.

Description:	Allocate current- and past-year HOME CHDO project reservations totaling $800,000 to support WNHS's development of affordable housing in their Seavey Meadows community land trust project.
Local Intent:	This activity will utilize HOME funds to focus the City's resources on creating housing that is affordable to low income home buyers, thereby creating a better and more financially stable quality of life for purchasing households. The project will be carried out under a community land trust model, furthering the City's efforts to improve opportunities for home ownership by low income residents.
HUD Objective:	Decent Housing
HUD Outcome:	Affordability
HUD Indicator(s):	Number of affordable units; number of years of affordability.
Timeframe:	Begin construction in summer 2010, with completion in spring 2011.
Funding:	$800,000 HOME ($356,000 from new resources; $444,000 from prior year resources, an amount not reflected in the FY 10-11 program budget pages contained in this Plan).
Agency:	Willamette Neighborhood Housing Services; City of Corvallis Housing Division
Location:	NE Conser Drive at NE Jasper Street

Action 2: Continue to share informational resources with the Linn-Benton Housing Authority and affordable housing providers and developers in order to maintain an awareness of the availability of Section 8 rental assistance, features of the Section 8 Program, the status of expiring Section 8 projects, and plans for the creation/conversion of affordable units, and in turn provide information to renters/potential renters and owners/managers of rental properties in order to educate them about the Section 8 program and other assistance available to renters and owners of affordable rental properties.

Description: In conjunction with agency coordination efforts and housing rehabilitation or development assistance activities, create and provide information to the community, low income area residents, and/or owners of properties in low income areas or areas with a significant number of housing units in need of repair, outlining affordable housing assistance opportunities. Review the materials produced for this purpose with representative members of Corvallis' minority populations in order to assess and improve their effectiveness across all populations.

Local Intent: This activity will facilitate an awareness of affordable housing assistance opportunities for both renters and rental property owners, which should in turn lead to increased awareness and choice, and thus a better matching of low income households' rental needs with available units and resources.

Timeframe: Carry out this ongoing activity through 6/30/11

Agency: City of Corvallis Housing Division, Linn-Benton Housing Authority, owners and developers of affordable housing.

Location: City-wide

Action 3: Continue to provide guidance and technical assistance to Benton Habitat for Humanity as the agency works to create a mixed-income affordable housing development on their Hilltop Village site, and consider future requests for CDBG and/or HOME funding.

Description: Benton Habitat has received a donation of land in Northwest Corvallis on which it intends to build or facilitate construction of approximately 18 units of affordable and market rate home ownership housing. As a greenfield project, this activity will include the design and construction of public infrastructure in advance of building affordable homes under the Habitat model, and selling lots for home construction by others.

Local Intent: This activity will eventually result in the creation of a mixed income neighborhood in an area with very little current affordable inventory. Habitat-assisted families will benefit by obtaining homeownership and the opportunities for family stabilization, community involvement and asset building that typically go with it.

Timeframe: Continue to carry out the technical assistance aspect of this activity as needed throughout FY 10-11, with an expectation of a future funding request for City HOME and/or CDBG resources.

Agency: City of Corvallis Housing Division, Benton Habitat for Humanity.

Location: A 3.1 acre site north of NW Charlemagne Place and south of NW Highland Dell Drive, at the east end of the NW 13th Street right-of-way.

Strategy 2: Provide funding to facilitate the creation of 60 home ownership opportunities for low income renter households.

Action 1: Provide home purchase assistance loans to 12 low income renter/home buyers. Loan applications will be considered as they are received throughout the year.

Description: The City's First Time Home Buyer and NewHome Buyer Assistance programs provide low interest/partially deferred down payment assistance loans to low income renters/residents who want to achieve home ownership. Loans made through these programs carry, at a minimum, a "recapture provision" which calls for repayment of the outstanding loan balance in the event the borrower sells or moves from their home prior to full loan repayment.

Local Intent: This activity meets the City's housing opportunity creation goal by making home purchases possible for low income renters, thereby providing the means to improve the financial stability and resulting quality of life of those who become homeowners.

HUD Objective: Decent Housing

HUD Outcome: Affordability

HUD Indicator(s): Number of first time home buyers assisted; number of buyers receiving housing counseling; number of buyers receiving down payment and closing cost assistance.

Timeframe: Complete this action by 6/30/11

Funding: $50,000 CDBG; $30,000 City Revolving Loan Fund; prior-year CDBG carryovers.

Agency: City of Corvallis Housing Division

Location: City-wide

Action 2: Continue to participate/cooperate in the provision of the Home Buyer Education program offered by Willamette Neighborhood Housing Services, and a qualification prerequisite for the City's First Time Home Buyer program.

Description: Remain engaged in the process of reviewing, updating and delivering the WNHS Home Buyer Education program, which teaches low income, first time buyers how to successfully purchase and sustain a home.

Local Intent: Buyer education is an element that is critical for moving people successfully from renting to owning a home, and for participating in the asset building opportunities that ownership affords.

Timeframe: Carry out this ongoing activity through 6/30/11

Agency: City Housing Division, WNHS and community partners

Location: City-wide

Action 3: Continue to investigate and assist in the development of home purchase financing tools and assistance programs, including loan default prevention programs, offered by private- and public-sector lenders and grantors.

Description: Pursue discussions with both public (government) and private funders in order to continue to develop and maintain an awareness of mortgage finance and down payment assistance tools that bring home ownership within the reach of low income owner/buyers, and programs or tools that can help prevent low income buyers from facing default as personal economic conditions change.

Local Intent: The City's home buyer assistance programs coordinate with mortgage lenders to create opportunities for home purchases by low income buyers. The City must not only remain aware of emerging programs, but must also participate in their design to assure that the City's programs will continue to be integrated into home purchase financing arrangements.
Timeframe: Carry out this ongoing activity through 6/30/11
Agency: City of Corvallis Housing Division and funding entities
Location: City-wide

Goal 2: Over the five year Consolidated Plan period, support the rehabilitation and improvement of 175 units of housing that are occupied by low, very low and extremely low income residents.

Strategy 1: Provide rehabilitation funding to improve the quality and maintain the affordability of 50 housing units occupied by low income owners.

Action 1: Place interest-free deferred payment loans to assist in the rehabilitation of eight (8) units of housing occupied by very low and extremely low income owners, with an emphasis on units occupied by elderly and/or disabled owners. Loan applications will be considered as they are received throughout the year.

Description: The City's Essential Repair Program provides zero-interest, deferred payment loans to carry out needed repairs on homes occupied by very low and extremely low income owners.
Local Intent: Loans allow for property improvements which in turn maintain and improve the quality of housing units; because repayment is deferred until the sale of the residence, the rehabilitation loan has no impact on the monthly housing expenses of the owner, and thus maintains or improves housing affordability. Affordability is further enhanced by funding improvements that will increase energy efficiency resulting in lower monthly energy costs. All such loans result in greater financial stability for recipients; elderly and disabled residents assisted will also benefit by being able to stay longer and more independently in the home they own.
HUD Objective: Decent Housing
HUD Outcome: Affordability
HUD Indicator(s): Number of units occupied by elderly or disabled owners; number of units brought from substandard to standard condition; number of units brought into compliance with lead safe housing regulations; number of units made accessible for persons with disabilities.
Timeframe: Complete the allocation of funds by 6/30/11
Funding: $50,000 CDBG; $45,000 City Revolving Loan Fund; prior-year CDBG carryovers.
Agency: City of Corvallis Housing Division
Location: City-wide

Action 2: Place low interest amortized loans to assist in the rehabilitation and improvement of two (2) units of housing occupied by low income owners. Loan applications will be considered as they are received throughout the year.

Description: The City's Neighborhood Improvement Program provides low interest, ten year amortized loans to carry out needed repairs on homes occupied by low income owners.

Local Intent: Loans allow for property improvements which in turn maintain and improve the quality of housing units; low interest rates minimize the impact of the loan on the borrower's housing costs, while allowing for a program income stream that will be recycled for future CDBG-eligible activities. Affordability is further enhanced by funding improvements that will increase energy efficiency resulting in lower monthly energy costs. Such loans result in greater financial stability for recipients; elderly and disabled residents assisted also benefit by being able to stay longer and more independently in the home they own.

HUD Objective: Decent Housing

HUD Outcome: Affordability

HUD Indicator(s): Number of units occupied by elderly or disabled owners; number of units brought from substandard to standard condition; number of units brought into compliance with lead safe housing regulations; number of units made accessible for persons with disabilities.

Timeframe: Complete the allocation of funds by 6/30/11

Funding: $16,000 CDBG; $25,000 City Revolving Loan Fund; prior-year CDBG carryovers.

Agency: City of Corvallis Housing Division

Location: City-wide

Action 3: Evaluate the need for additional forms of loan or grant assistance for low income home owners to carry out small and/or emergency rehabilitation projects in owner occupied units, including manufactured and mobile home units.

Description: On occasion the City's rehabilitation loan qualification process has taken longer than desired to address relatively minor but critical repairs in stick-built and manufactured units. In addition, because mobile homes in parks do not qualify as real property, they cannot be liened and thus do not qualify for assistance from either of the City's current rehabilitation loan programs. And finally, there are sometimes elements of projects that must occur prior to qualifying for a loan (inspections, system evaluations), or that do not directly affect the resale value of the home as typical rehab work does (e.g., lead-based paint removal). This action will evaluate the need for a program to fill these voids and the costs to design and implement it. If there is adequate need and the activity is feasible, it would be implemented in a future year.

Local Intent: Funding for housing rehabilitation allows for property improvements which in turn maintain and/or improve the quality of housing units. Certain situations would be better-suited to quick-turnaround grant funding either apart from or in conjunction with traditional rehab loans from one of the City's other assistance programs.

HUD Objective: Decent Housing

HUD Outcome: Affordability

HUD Indicator(s): Number of units occupied by elderly or disabled owners; number of units brought from substandard to standard condition; number of units brought into compliance with lead safe housing regulations; number of units made accessible for persons with disabilities.

Timeframe: Complete a program need and feasibility evaluation by 6/30/11

Funding: None allocated for FY 10-11 (utilize City RLF funds if needed).

Agency: City of Corvallis Housing Division

Location: City-wide

Strategy 2: Provide rehabilitation funding to improve the quality and maintain the affordability of 125 housing units occupied by low income renters.

Action 1: Partially underwrite the cost of rehabilitation of Samaritan Village, an 82-unit elderly/affordable multifamily housing facility.

Description:	Provide a grant of $100,000 to cover approximately one-fourth of the cost of replacing the failing Samaritan Village roofing system.
Local Intent:	This activity will utilize CDBG funds to maintain the quality, livability and structural integrity of a housing facility that is affordable to low, very low and extremely low income elderly renters.
HUD Objective:	Decent Housing
HUD Outcome:	Affordability
HUD Indicator(s):	Number of affordable units.
Timeframe:	Begin rehabilitation in July/August 2010, complete by December 2010.
Funding:	$100,000 CDBG
Agency:	Samaritan Village; Cascade Management (property manager and project manager); City of Corvallis Housing Division
Location:	285 NW 35th Street, Corvallis

Goal 3: Maintain and improve the development capacity of private sector non-profit housing agencies in order to support the creation of new affordable housing opportunities for low income residents.

Strategy 1: Share City resources, information and expertise with Community Housing Development Organizations (CHDOs).

Action 1: Provide ongoing consultation and other assistance as needed and practical to Willamette Neighborhood Housing Services, currently the only CHDO for Corvallis, and to other organizations or entities that may consider qualifying as and becoming a Corvallis CHDO.

Description:	This activity is intended to sustain the strong working relationship between the City of Corvallis and WNHS by assuring a collaborative approach to project identification and development work. WNHS's continues to evaluate and move forward with forming a Community Land Trust, which could also be considered for CHDO status in the future.
Local Intent:	The effectiveness and success of the City's HOME program is very much dependent on having one or more CHDOs actively creating affordable housing opportunities in Corvallis.
Timeframe:	Carry out this ongoing activity through 06/30/11.
Agency:	City of Corvallis Housing Division, Willamette Neighborhood Housing Services, other qualifying agencies or entities.
Location:	City-wide

Strategy 2: On an annual basis, consider utilizing authorized HOME program operating setasides to support the development activities of CHDOs.

Action 1: Provide CHDO Operating funding from the City's HOME program allocations for FY 10-11 to Willamette Neighborhood Housing Services, which currently operates as the City's CHDO for purposes of its HOME program.

Description:	This activity will provide operating funding support to WNHS as allowed under 24CFR part 92.208(a).

Local Intent:	This activity will allow WNHS, the City's HOME program CHDO, to underwrite a portion of the costs they incur in their efforts to build, acquire, and rehabilitate housing that is affordable to low income residents of Corvallis.
Timeframe:	Complete the expenditure of funds by 6/30/11
Funding:	$20,000 HOME.
Agency:	City of Corvallis Housing Division and Willamette Neighborhood Housing Services
Location:	City-wide

Goal 4: Maintain an awareness of the physical condition of Corvallis housing on a City-wide basis and within neighborhoods and smaller geographic areas in order to develop area-targeted rehabilitation, improvement, and/or redevelopment strategies.

Strategy 1: Periodically assess and map physical housing and infrastructure conditions on a city-wide basis.

No actions were proposed for consideration or approved for the year covered by this Action Plan.

Strategy 2: Provide the results of periodic condition assessments to housing providers/developers and service agencies in order to facilitate area-focused development efforts.

Action 1: Share maps and other data derived from the City's FY 06-07 housing condition assessment with CHDOs and other affordable housing developers interested in creating area-targeted housing development/redevelopment strategies.

Description:	The City will share information from its recent housing condition assessment work with Willamette Neighborhood Housing Services and other affordable housing developers and service providers, and participate in discussions that might lead to area-targeted development/redevelopment efforts.
Local Intent:	This work may result in an area- or neighborhood-targeted development/redevelopment strategy to increase the quality and availability of affordable housing and needed supportive services.
Timeframe:	Carry out this ongoing activity through 6/30/11
Agency:	City of Corvallis Housing Division, WNHS, other affordable housing developers and service providers.
Location:	Citywide, with specific areas to be determined.

Action 2: Evaluate, and consider for future financial assistance, infrastructure and/or community facility project funding for block- or neighborhood-targeted projects that improve livability for low income area residents.

Description:	Provide technical assistance to agencies that are developing projects which may or will be eligible for funding with CDBG resources.
Local Intent:	This action will facilitate new approaches to the creation of facilities, infrastructure and amenities in low income areas, and will help the City to identify potential eligible projects in advance of receiving requests for project funding.
Timeframe:	Carry out this ongoing activity through 6/30/11
Agency:	City Housing Division
Location:	City-wide

Goal 5: Continue to monitor advances in residential construction techniques and technologies, and where appropriate, encourage their incorporation into construction projects in Corvallis.

Strategy 1: Track and evaluate building technologies, techniques and materials that result in housing construction that is relatively more affordable.

Action 1: Maintain an informational library with media relating to current and emerging building technologies, techniques and materials targeted at housing affordability.

Description:	Monitor and gather publications produced by HUD, local and national home builder organizations, and building products manufacturers.
Local Intent:	This action will create a reference resource for City staff and builders of affordable housing.
Timeframe:	Carry out this ongoing activity through 6/30/11
Agency:	City of Corvallis Housing Division
Location:	Housing Division Offices

Strategy 2: Stay abreast of technology trends that lead to improved energy efficiency and reduced energy costs in residential construction.

Action 1: Maintain an informational library with media relating to current and emerging energy-efficient building technologies and techniques.

Description:	Monitor and gather publications produced by HUD, local and national home builder organizations, utility providers, and building products manufactures.
Local Intent:	This action will create a reference resource for City staff and builders of affordable housing.
Timeframe:	Carry out this ongoing activity through 6/30/11
Agency:	City of Corvallis Housing Division
Location:	Housing Division Offices

Strategy 3: Gather information and build knowledge of best practices and trends in sustainable construction methods and technologies related to affordable housing and community facility development, and evaluate potential incentives and/or requirements for future City-funded rehabilitation and construction projects.

Action 1: Work with the City's Sustainability Supervisor and the organization-wide sustainability committee to identify best practices in sustainable construction and rehabilitation in order to begin developing standards for consideration as an element of future competitive project funding cycles.

Description:	The Sustainability Supervisor is charged with facilitating development of internal organizational standards for sustainability, as well as proposing community-wide standards for consideration by the City Council. In conjunction with this work, and as one of the identified sustainability initiatives for the City's Housing Division, begin creating project standards that will become review criteria for construction and rehabilitation project proposals seeking HOME and CDBG funding in future allocation rounds.
Local Intent:	This action will further attainment of the City's sustainability goals by establishing and imposing standards for projects seeking City financial support.

Timeframe: Carry out this ongoing activity through 6/30/11
Agency: City of Corvallis Housing Division, Community Development Department and Public Works Department
Location: Housing Division Offices

Housing Priority B: People who are homeless or at risk of becoming homeless

Goal 1: Develop and maintain a comprehensive understanding of the housing needs of people who are homeless, chronically homeless, or at risk of becoming homeless, and participate in coordination of the resources that are available to assist them.

Strategy 1: Participate in the county-wide process to create a Benton County Ten Year Plan to Address Homelessness (TYP), and use the resulting planning document to support clarifications and/or revisions to the goals and strategies contained in this Consolidated Plan, and to support new goals and strategies in future Consolidated Plans.

Action 1: With the Ten Year Plan having been completed in October 2009, Housing Division staff will participate as a member of the Plan's implementation and oversight committee.

Description: The TYP implementation and oversight committee is charged with prioritizing the Plan's action items, assisting project sponsors in identifying and securing funding, and monitoring progress toward achieving Plan goals.
Local Intent: The intent of this effort is to provide guidance to the entities that will carry out the individual actions identified in the Ten Year Plan by determining Plan priorities and assisting the entities with the process of carrying out an activity. The committee will also be responsible for reporting to the community on Plan progress and outcomes.
Timeframe: Participate in this Ten Year Plan implementation activity through 6/30/11 and beyond.
Agency: Benton County, Samaritan Health Services, City of Corvallis, Community Services Consortium, the Linn-Benton Housing Authority, homeless and special needs service providers, affordable housing providers and community members.
Location: County-wide

Action 2: Where appropriate and as the prioritization work described in Action 1 above is completed, continue to integrate the goals of the TYP into future Consolidated Plans and Action Plans, and where CDBG and/or HOME funding might be appropriately applied, consider projects and activities the TYP identifies for inclusion in future Action Plans.

Description: The TYP identifies specific projects to be undertaken by organizations in the community in order to address issues of homelessness. This action will assure that the City plans for future uses of its federal funding with the outcomes of this effort in mind.
Local Intent: This action will help address the highest priority needs among homeless populations in Benton County (including and with a likely focus on Corvallis) over the next several years.
Timeframe: Continue participating in the TYP implementation committee through 6/30/11 and beyond; continue to integrate TYP activities into future Action Plans as appropriate through the life of the Ten Year Plan.
Agency: Corvallis Housing and Community Development Commission, City of Corvallis Housing Division
Location: City-wide

Strategy 2: Continue to communicate with private and public agencies working with homeless populations about the tools and methods currently being used to determine the number and needs of people who are homeless in Corvallis.

Action 1: Coordinate with local providers of homeless shelter and transitional/supportive housing units to determine the number and types of units needed at any given time, and evaluate the applicability of donated or market housing units as they become available.

Description:	Work with agencies to maintain a clear understanding of the number and types of units needed.
Local Intent:	The acquisition, relocation and/or rehabilitation of existing housing is often a viable way to create new units.
Timeframe:	Carry out this ongoing activity through 6/30/11
Agency:	City of Corvallis Housing Division, Community Services Consortium, homeless service providers and others with pertinent knowledge or experience.
Location:	City-wide

Goal 2: Over the five year Consolidated Plan period, strengthen the community's ability to meet the housing needs of people who are homeless by facilitating the creation of at least 20 permanent supportive housing units, and by helping to sustain existing emergency and transitional units. Included in the populations considered homeless within this Plan are survivors of domestic violence, which may include either individuals or a parent with children.

Strategy 1: Provide technical assistance and consider providing funding to local service providers for the development of permanent supportive housing for homeless families with children and/or for homeless individuals.

Action 1: Through participation in the implementation committee of the Benton County Ten Year Plan to Address Homelessness, evaluate opportunities to begin working directly with agencies that would or could develop units of permanent supportive housing for homeless families and individuals.

Description:	Provide technical assistance to agencies that serve homeless populations for whom a need is being identified in the Ten Year Plan, with the goal of helping to facilitate viable Corvallis projects for future funding consideration.
Local Intent:	Early involvement in capital project development efforts helps to ensure that the projects that emerge will meet the needs of Corvallis and be eligible for funding from the City's CDBG and/or HOME programs.
Timeframe:	Carry out this ongoing activity through 6/30/11 and beyond.
Agency:	City of Corvallis Housing Division, homeless service providers and others with pertinent housing and homelessness experience.
Location:	City-wide

Strategy 2: Where appropriate, provide funding assistance for the acquisition, relocation and/or rehabilitation of existing housing, or for construction of new housing, for use as permanent supportive housing for homeless families with children and/or for homeless individuals.

Action 1: Provide HOME funding to the Corvallis Homeless Shelter Coalition to support its Partners Place project by partially funding the acquisition of an eight-unit multi-family property to serve as permanent supportive housing for people who are homeless.

Description: Allocate $250,000 in HOME funding to support the Homeless Coalition's Partners Place project. This allocation will create up to seven HOME-assisted units to be occupied under a "housing first" model of permanent supportive housing. Under this model, tenants will move directly from homelessness to permanent housing, and will be offered a range of services to address their needs and the root causes of their prior homelessness.

Local Intent: This activity will utilize HOME funds to focus the City's resources on creating rental housing opportunities for people who are homeless and have little or no income. Wrap around services will be offered to all residents in order to address the causes of and prevent a return to homelessness.

HUD Objective: Decent Housing

HUD Outcome: Affordability

HUD Indicator(s): Number of affordable units; number of years of affordability.

Timeframe: Complete property acquisition summer or fall of 2010.

Funding: $250,000 HOME.

Agency: Corvallis Homeless Shelter Coalition; City of Corvallis Housing Division

Location: 1661 NW Harrison Boulevard, Corvallis.

Housing Priority C: Non-homeless families and individuals with special needs

Goal 1: Develop and maintain a comprehensive understanding of the housing needs of people in special needs populations, and participate in coordination of the resources that are available to assist them.

Strategy 1: Participate in the county-wide process to create a ten year plan to end homelessness, and use the resulting planning document to support clarifications and/or revisions to the goals and strategies contained in this Consolidated Plan, and to support new goals and strategies in future Consolidated Plans. (It is presumed that this planning process will outline strategies and plans to assist populations other than those who are currently homeless and also have an unmet need for housing.)

Action 1: With the Ten Year Plan having been completed in October 2009, Housing Division staff will participate as a member of the Plan's implementation and oversight committee.

Description: The TYP implementation and oversight committee is charged with prioritizing the Plan's action items, assisting project sponsors in identifying and securing funding, and monitoring progress toward achieving Plan goals.

Local Intent: The intent of this effort is to provide guidance to the entities that will carry out the individual actions identified in the Ten Year Plan by determining Plan priorities and assisting the entities with the process of carrying out an activity. The committee will also be responsible for reporting to the community on Plan progress and outcomes.

Timeframe: Participate in this Ten Year Plan implementation activity through 6/30/11 and beyond.

Agency: Benton County, Samaritan Health Services, City of Corvallis, Community Services Consortium, the Linn-Benton Housing Authority, homeless and special needs service providers, affordable housing providers and community members.

Location: County-wide

Action 2: Where appropriate and as the prioritization work described in Action 1 above is completed, continue to integrate the goals of the TYP into future Consolidated Plans and Action Plans, and where CDBG and/or HOME funding might be appropriately applied, consider projects and activities the TYP identifies for inclusion in future Action Plans.

Description: The TYP identifies specific actions to be taken by organizations in the community in order to address issues of homelessness. This action will assure that the City plans for future uses of its federal funding with the outcomes of this effort in mind.

Local Intent: This action will help address the highest priority needs among homeless populations in Benton County (including and with a likely focus on Corvallis) over the next several years.

Timeframe: Continue participating in the TYP implementation committee through 6/30/11 and beyond; continue to integrate TYP activities into future Action Plans as appropriate through the life of the Ten Year Plan.

Agency: Corvallis Housing and Community Development Commission, City of Corvallis Housing Division

Location: City-wide

Strategy 2: Continue to communicate with private and public agencies working with special needs populations about the tools and methods currently being used to determine the number and needs of non-homeless families and individuals with special needs.

Action 1: Coordinate with local providers of housing and services to special needs populations to determine the number and types of units needed at any given time, and evaluate the applicability of donated or market housing units as they become available.

Description: Work with agencies to maintain a clear understanding of the number and types of units needed.

Local Intent: The acquisition, relocation and/or rehabilitation of existing housing is often a viable way to create new units.

Timeframe: Carry out this ongoing activity through 6/30/11

Agency: City of Corvallis Housing Division

Location: City-wide

Goal 2: Over the five year Consolidated Plan period, strengthen the community's ability to meet the housing needs of people with special needs by facilitating the creation or rehabilitation/retention of at least 10 permanent supportive housing units.

Strategy 1: Provide technical assistance and consider providing funding to local agencies or service providers for the development or rehabilitation/retention of permanent supportive housing projects for non-homeless families and individuals with special needs.

Action 1: Continue to communicate with providers of housing and services for special needs populations about both transitional and permanent housing needs and opportunities for future HOME or CDBG funding.

Description: Input from providers of housing and services for special needs populations, received during the creation of the FY 08-09 through FY 12-13 Consolidated Plan, suggests an ongoing need in the community for additional units of both transitional and permanent supportive housing. The City will maintain contact with housing providers serving these populations, and assist where possible to identify opportunities.

Local Intent: This action will help alleviate one of the Corvallis special needs population's most pressing housing needs.
Timeframe: Carry out this ongoing activity through 6/30/11
Agency: City of Corvallis Housing Division, special needs housing and service providers.
Location: City-wide

Strategy 2: Where appropriate, provide funding assistance for the acquisition, relocation and/or rehabilitation of existing housing, or for construction of new housing, for use as permanent supportive housing for non-homeless families and individuals with special needs.

Actions proposed for FY 09-10 CDBG funding under this Strategy by the Arc of Benton County and Home Life, Inc., which combined will result in the rehabilitation of six units occupied by adults with severe developmental disabilities, are being supported with funding received by the City of Corvallis through the American Recovery and Reinvestment Act of 2009. Project completion prior to the end of June 2010 is anticipated.

Fair Housing

The City of Corvallis has resolved to create and sustain a community that embraces fair housing by utilizing available resources to achieve the following goals:

Goal 1: Affirmatively further fair housing, and maintain a thorough understanding of fair housing issues and impediments to fair housing in Corvallis.

Strategy 1: Continue to carry out the activities called for in the current Corvallis Fair Housing Plan.

Action 1: Continue carrying out the actions that have been identified in the update of the Corvallis Fair Housing Plan, which was completed in June of 2005.

Description: An update to the Fair Housing Plan was completed at the end of FY 04-05. That Plan contains a number of action items the City has been and will continue to undertake or facilitate in order to affirmatively further fair housing in Corvallis.
Local Intent: This action helps assure that the City of Corvallis continues to meet its obligations to its citizens, and its certifications to HUD, to affirmatively further fair housing.
Timeframe: Carry out this ongoing activity through 6/30/11
Agency: City of Corvallis Housing Division and Personnel Office, the Community Alliance for Diversity, and the Fair Housing Council of Oregon.
Location: City-wide

Strategy 2: Periodically update the City's Analysis of Impediments to Fair Housing.

Action 1: Maintain contact with groups and individuals who have experience or special knowledge in the area of fair housing and housing discrimination in order to learn about emerging issues or concerns (impediments to fair housing) as they arise, and then as appropriate, analyze the information from a fair housing impediments perspective. As warranted, develop Fair Housing Plan addenda to address newly identified impediments.

Description: A number of groups focused on diversity and the prevention of discrimination in Corvallis exist, and periodically share information with the City's Housing Division about issues when they have concerns. This action intends to maintain ongoing contact over time, and to utilize information gained in order to adapt the City's current Analysis of Impediments to Fair Housing and Fair Housing Plan as appropriate to address these concerns.

Local Intent: This action intends to maintain the City's Analysis of Impediments and Fair Housing Plan as adaptive, "living documents" rather than as documents reviewed and updated only periodically. This approach helps to assure that the City of Corvallis continues to meet its obligations to its citizens, and its certifications to HUD, to affirmatively further fair housing.

Timeframe: Carry out this ongoing activity through 6/30/11

Agency: City of Corvallis Housing Division, the Community Alliance for Diversity, the Fair Housing Council of Oregon, Oregon State University.

Location: City-wide

Action 2: Complete an update of the City's Analysis of Impediments to Fair Housing in preparation for an update of the Corvallis Fair Housing Plan beginning in FY 10-11.

Description: A process to update the City's Analysis of Impediments to Fair Housing was initiated during 2009. The prior Analysis, and the resulting Fair Housing Plan currently in use, were completed in June 2005; a reasonable renewal cycle suggests completing an update of the Analysis during 2010 and following with a Fair Housing Plan update during 2011.

Local Intent: This action intends to maintain the City's Analysis of Impediments and Fair Housing Plan as adaptive, "living documents." This approach helps to assure that the City of Corvallis continues to meet its obligations to its citizens, and its certifications to HUD, to affirmatively further fair housing.

Timeframe: Carry out this ongoing activity through 6/30/11

Agency: City of Corvallis Housing Division, the Community Alliance for Diversity, the Fair Housing Council of Oregon, Oregon State University Faculty.

Location: City-wide

Strategy 3: Develop and implement tools or programs to overcome and eliminate issues or problems identified in the Analysis of Impediments to Fair Housing.

Action 1: Continue to carry out the actions that were identified in the updated Corvallis Fair Housing Plan, completed in June of 2005.

Description: The last update to the Fair Housing Plan was completed in June of 2005. That Plan contains a number of action items the City undertakes or facilitates each year in order to affirmatively further fair housing in Corvallis.

Local Intent: This action helps assure that the City of Corvallis meets its obligations to its citizens, and its certifications to HUD, to affirmatively further fair housing.

Timeframe: Carry out this ongoing activity through 6/30/11

Agency: City of Corvallis Housing Division and Personnel Office, the Community Alliance for Diversity, and the Fair Housing Council of Oregon.

Location: City-wide

Action 2: Design and begin conducting a process to utilize the updated Analysis of Impediments to Fair Housing, to be updated as described in Strategy 2/Action 2 above, for the development of a 2010-11 Corvallis Fair Housing Plan.

Description: The last update to the City's Fair Housing Plan was completed in June of 2005. This action will begin an update of that Plan, which will at a minimum describe action the City will take or facilitate each year through 2015-16 in order to affirmatively further fair housing in Corvallis.
Local Intent: This action helps assure that the City of Corvallis meets its obligations to its citizens, and its certifications to HUD, to affirmatively further fair housing.
Timeframe: Update the Fair Housing Plan by 6/30/11.
Agency: City of Corvallis Housing Division and Personnel Office, the Community Alliance for Diversity, and the Fair Housing Council of Oregon.
Location: City-wide

Action 3: Insure that housing projects assisted with HOME funds in which five or more units are assisted utilize affirmative marketing throughout the projects' periods of affordability.

Description: Include language in all grant agreements for HOME projects with five or more units that requires the affirmative marketing of units in the projects, and monitor the projects to insure this requirement is met.
Local Intent: This action insures that affirmative marketing actions called for in HOME program regulations are addressed and met where applicable.
Timeframe: Carry out this ongoing activity through 6/30/11
Agency: City of Corvallis Housing Division, HOME funding recipients.
Location: City-wide

Goal 2: Raise the community's awareness of fair housing law and the methods that are available for reporting fair housing violations.

Strategy 1: Inform citizens about fair housing and fair housing law by utilizing a variety of media channels and educational opportunities.

Action 1: In addition to carrying out other actions called for in the City's Fair Housing Plan, continue to provide fair housing information to citizens, and to place fair housing advertisements in local newspapers and *The City* newsletter. In doing so utilize multi-culturally accessible approaches.

Description: The Housing Division acts as a source of information and referral for fair housing issues, and will continue to carry out this activity indefinitely.
Local Intent: This action assures that the City meets its obligations to its citizens and to HUD to affirmatively further fair housing.
Timeframe: Carry out this ongoing activity through 6/30/11
Agency: City of Corvallis Housing Division
Location: City-wide

Action 2: Contract with the Fair Housing Council of Oregon to conduct training sessions on Fair Housing rights and responsibilities for housing consumers and as called for, to carry out fair housing testings.

Description: The City regularly works with the Portland-based Fair Housing Council of Oregon to conduct training sessions for housing consumers to help them understand fair housing laws, and what housing providers must do to avoid discrimination. When a potential pattern of discrimination in housing is discovered, the Fair Housing Council also conducts testing for discrimination and follow-up investigations when warranted.

Local Intent: This activity sustains a proactive approach to helping housing consumers understand their fair housing rights and helps both to prevent incidences of housing discrimination, and to ensure that when incidences occur, they are reported and investigated in a timely and appropriate way.

Timeframe: Carry out this activity by 6/30/11

Agency: City of Corvallis Housing Division, Fair Housing Council of Oregon

Location: City-wide

Strategy 2: Educate service providers and those involved in the housing industry in order to increase understanding of fair housing law.

Action 1: In addition to carrying out other actions called for in the City's Fair Housing Plan, continue to act as a point of contact and referral for service and housing providers looking for information about fair housing.

Description: The City's Housing Division, outside of its operation of the CDBG- and HOME-funded activities described in this Plan, operates a Rental Housing Program to provide information and referral services to both landlords and tenants in the Corvallis rental housing market. Through the provision of this service Housing staff are often asked by landlords and other housing providers for information about fair housing and housing discrimination.

Local Intent: This activity provides opportunities for City staff to provide information and referrals to housing providers on the topic of housing discrimination, which in turn both increases knowledge, and in theory should reduce incidences of inadvertent discrimination in the Corvallis housing market.

Timeframe: Carry out this ongoing activity through 6/30/11

Agency: City of Corvallis Housing Division

Location: City-wide

Action 2: Contract with the Fair Housing Council of Oregon to conduct training sessions on Fair Housing rights and responsibilities for housing providers.

Description: The City periodically works with the Portland-based Fair Housing Council of Oregon to conduct training sessions for property managers, housing owners, special needs housing providers and affordable housing developers in order to help them maintain practices that comply with fair housing laws.

Local Intent: This activity sustains a proactive approach to helping housing providers understand their fair housing responsibilities and helps prevent incidences of housing discrimination.

Timeframe: Carry out this ongoing activity through 6/30/11

Agency: City of Corvallis Housing Division

Location: City-wide

Strategy 3: Provide a local means for citizens to get specific information about fair housing, and report fair housing violations.

Action 1: In addition to carrying out other actions called for in the City's Fair Housing Plan, continue to act as a point of contact and referral for citizens looking for information about fair housing, or wanting to report incidents of housing discrimination.

Description:	The City of Corvallis Personnel Department contracts with the Community Alliance for Diversity, and Corvallis is an area covered by the Fair Housing Council of Oregon for investigative services related to housing discrimination reports. The Housing Division frequently acts as a point of contact and referral for these agencies, and also receives reports on the results of investigations from both.
Outcome:	This action assures that citizens in need of information, or who have a housing discrimination incident to report, receive timely information and/or are referred directly to the Community Alliance for Diversity and/or Fair Housing Council as applicable.
Timeframe:	Carry out this ongoing activity through 6/30/11
Agency:	City of Corvallis Housing Division
Location:	City-wide

Goal 3: Delivery of the federal and local financial assistance allocated through this Consolidated Plan will benefit racial and ethnic minority members of the community at not lower than the same rate such minorities represent within the overall population of Corvallis.

Strategy 1: Affirmatively and aggressively market the City's housing and social service assistance programs in ways that will assure racial and ethnic minorities are made aware of opportunities to benefit, and encouraged to apply and/or participate.

Action 1: In consultation with resident minority representatives and the Fair Housing Council of Oregon, develop tools to provide information about the programs the City offers and supports that provide financial benefits to members of the community.

Description:	In addition to typical program marketing, ensure that marketing materials and media are appropriate and meaningful for all members of the community. When a need is determined, translate materials or advertisements into a language other than English (e.g., into Spanish).
Outcome:	Appropriate, culturally sensitive program marketing will ensure that members of racial and ethnic minorities have equal access to the assistance offered by the City through this Action Plan.
Timeframe:	Carry out this ongoing activity through 6/30/11
Agency:	City of Corvallis Housing Division
Location:	City-wide

Lead-Based Paint

HUD requires that entitlement communities take steps to identify and eliminate lead-based paint hazards within their jurisdictions. The City of Corvallis will meet these requirements by pursuing the following goal and strategies:

Goal 1: Reduce the number of homes in Corvallis that present health risks to residents, and especially to children, due to the presence of lead-based paint hazards.

Strategy 1: Utilize opportunities that arise through the delivery of the City's housing rehabilitation programs to assess and address lead paint hazard risks.

Action 1: In funding and carrying out housing rehabilitation activities the City works with homeowners and owners of residential rental properties to improve the quality and affordability of housing in Corvallis. For housing constructed prior to 1978, the City will continue to meet federal regulations related to lead-based paint hazards in order to identify and appropriately address such hazards as they are found.

Description: This activity will be conducted as a required element of the City's housing rehabilitation programs when units to be assisted were constructed prior to 1978. The City's Lead Hazard Risk Assessor is responsible for identifying and assessing lead risks, for determining scopes of work to address such risks, and for providing clearance testing following the completion of work.

Local Intent: This activity will slowly but methodically address lead paint hazards in older Corvallis homes, and in so doing reduce and then eliminate the risk of lead paint-based poisonings, especially among young children.

Timeframe: Carry out this ongoing activity through 6/30/11

Agency: City of Corvallis Housing Division

Location: City-wide

Action 2: Continue to maintain contact with state and county health departments to monitor incidences of lead poisoning in the City, and take follow up action when possible to offer housing rehabilitation funding and services.

Description: Although no incidents have been reported in recent years, continue to maintain contact with appropriate authorities to monitor the need for targeted assistance.

Local Intent: This activity will maintain the City's awareness of incidences of lead poisoning in Corvallis and help target resources to address identified hazards.

Timeframe: Carry out this ongoing activity through 6/30/11

Agency: City of Corvallis Housing Division

Location: City-wide

Strategy 2: Educate loan recipients and the general Corvallis population about lead-based paint hazards and ways to assess and eliminate them.

Action 1: Continue to provide informational/educational materials on the health risks that lead hazards pose, particularly for young children.

Description: Maintain a supply of the pamphlets *Protect Your Family From Lead In Your Home* and *Renovate Right: Important Lead Hazard Information for Families, Child Care Providers and Schools* in both English- and Spanish-language versions, and distribute to applicants seeking City housing rehabilitation funding. In addition, keep a supply of these pamphlets on hand in the Housing Division for distribution to citizens with questions about lead paint and associated risks.

Local Intent: Improving applicant's and citizens' understanding of lead paint hazards and risks will help insure that they monitor their homes, and that when seeking contractors to conduct repair or rehabilitation projects, they hire contractors that have been trained in lead safe work

practices. This activity will also address lead paint hazards in older Corvallis housing units, and in so doing reduce and then eliminate the risk of lead paint-based poisonings, especially among young children.

Timeframe: Carry out this ongoing activity through 6/30/11
Agency: City of Corvallis Housing Division
Location: City-wide

Strategy 3: Increase the number and capability of construction/rehabilitation/painting professionals who work in the Corvallis and mid-Willamette Valley area by supporting education efforts focused on lead-based paint hazards and the work practices required to address them safely.

Action 1: Continue to work with HUD, the Oregon Department of Human Services, the U.S. Environmental Protection Agency, and other providers of lead hazard risk reduction/lead safe work practices education, and where possible sponsor such education, for housing rehabilitation contractors working in the mid-Willamette Valley.

Description: Facilitate planning and scheduling of lead safe work practices education and training through opportunities offered or occasionally facilitated by HUD, EPA or through subcontracted agencies.
Outcome: Increasing the number of contractors who are trained in lead safe work practices will provide a larger qualified pool to bid on projects where lead hazards are present, which in turn because of increased competition, should help keep the costs for such work reasonable.
Timeframe: Carry out this ongoing activity through 6/30/11
Agency: City of Corvallis Housing Division, DHS, HUD, EPA
Location: City-wide

Action 2: Through participation in the education events described in the action above, and by attending HUD-sponsored training events, maintain City understanding of lead hazards and up-to-date knowledge of the work practices contractors must use to address them safely.

Description: The City's Housing Division has a lead paint risk assessor on staff to oversee implementation of HUD's lead paint regulations in projects funded with City resources. The risk assessor and other staff as applicable will attend appropriate training opportunities that are sponsored by HUD or other knowledgeable entities.
Outcome: This action will ensure that staff knowledge and understanding of lead paint regulations, risk assessment techniques, and lead safe work practices remains current.
Timeframe: Carry out this ongoing activity through 6/30/11
Agency: City of Corvallis Housing Division
Location: City-wide

Barriers to Affordable Housing

The elimination of barriers to affordable housing in Corvallis will be addressed primarily through the policies contained in the City's Comprehensive Plan, most specifically within Article 9 of that Plan, and by the implementation of Plan policies through enforcement of the Corvallis Land Development Code. Through implementation and application of those documents, the City will pursue the following goals:

Goal 1: Maintain an awareness of the presence and magnitude of barriers to affordable housing in Corvallis, and where it is within the City's ability, take steps to overcome such barriers.

Strategy 1: Maintain compliance with policies in the Corvallis Comprehensive Plan that call for the evaluation of housing affordability for low income residents.

Action 1: On a quarterly basis, determine the number and percentage of homes sold in Corvallis at prices affordable to three-person households with incomes at or below 50% and 80% of the Corvallis median income.

Description: Review Benton County Assessor and Multiple Listings data to measure the number and percentage of home sales each quarter that were affordable.
Local Intent: This action allows the City to monitor the relationship between housing prices and incomes, and gauge the current/potential effectiveness of City policies and assistance programs.
Timeframe: Carry out this ongoing activity quarterly through 6/30/11
Agency: City of Corvallis Housing Division
Location: City-wide

Action 2: On a quarterly basis, determine the number and percentage of housing units rented in Corvallis at rates affordable to two-person households with incomes at or below 50% and 80% of the Corvallis median income.

Description: Review classified advertisements and as available, rent surveys and property manager data, to measure the number and percentage of affordable units rented each quarter.
Local Intent: This action allows the City to monitor the relationship between rental rates and incomes, and gauge the current/potential effectiveness of City policies and assistance programs.
Timeframe: Carry out this ongoing activity quarterly through 6/30/11
Agency: City of Corvallis Housing Division
Location: City-wide

Strategy 2: Maintain compliance with Comprehensive Plan policies that call for implementation of one or a range of remedies if barriers to housing affordability are identified.

Action 1: Based on the findings of the actions carried out under Strategy 1 above, determine the need for additional assistance programs targeted at low income renters and/or home owners.

Description: Work with the Corvallis Housing and Community Development Commission to evaluate affordability data and design programs or suggest policies, as needed, to address any identified barriers to housing affordability.
Local Intent: This action allows the City to be responsive in its housing assistance program design and delivery, as well as to take a larger, policy-oriented approach to overcoming barriers to affordability as they are identified.
Timeframe: Carry out this ongoing activity through 6/30/11
Agency: City of Corvallis Housing Division
Location: City-wide

Action 2: Continue discussions with representatives of the business and development community about the role and impact City policies and procedures have on the cost of housing and commercial development.

Description: Representatives of the City Council and City staff will continue discussing the role the City plays in affecting the cost of building in Corvallis.
Local Intent: This discussion process has already resulted in City policy changes, most significant of which is the implementation of technology innovations to speed building plan review and permitting processes. Further action items may also be identified.
Timeframe: Carry out this ongoing activity through 6/30/11
Agency: City of Corvallis Community Development Department
Location: City-wide

Strategy 3: Consider the potential impacts on housing affordability prior to enacting changes to requirements for residential development in the Land Development Code.

Action 1: As updates and/or modifications of the Land Development Code occur, coordinate reviews with the Corvallis Planning Division to assess the impact changes will have on housing affordability.

Description: Continue to participate with the Planning Division in case study analyses in conjunction with major amendments to the Land Development Code or Comprehensive Plan.
Outcome: This action will help identify potential barriers to housing affordability in proposed amendments, and allow for modification where it is possible, or programmatic responses where it is not.
Timeframe: Carry out this ongoing activity through 6/30/11
Agency: City of Corvallis Community Development Department
Location: City-wide

Strategy 4: Maintain an awareness of and participate in statewide efforts intended to address housing affordability through legislative and programmatic means.

Action 1: Continue the City's membership and participation in the Housing Alliance, a statewide consortium of housing interests focused on creating and supporting legislation and programs that will increase or maintain affordable housing opportunities for low income Oregon residents.

Description: The City joined the Housing Alliance in FY 07-08 and has been participating in the development of the Alliance's 2009 legislative strategy. This action will continue this membership and participation.
Outcome: This action will insure that the affordable housing needs of Corvallis are represented in discussions of needs at the state level, and that the support of Corvallis policy makers for pending legislation and programs is facilitated as needed and appropriate.
Timeframe: Carry out this ongoing activity through 6/30/11
Agency: City of Corvallis Housing Division
Location: City-wide/statewide

Action 2: Maintain ongoing communication with and provide input to the Oregon Housing and Community Services Department regarding statewide funding priorities for the sources of housing project capital the Department allocates through its Consolidated Funding Cycles or through other means.

Description:	As invitations for comment on statewide project and funding priorities are received, seek the guidance of the Corvallis Housing and Community Development Commission to facilitate the City's input. Keep the City Council informed of the Commission's guidance, and as needed, work with the Council's Legislative Committee to share the City's feedback with area legislators.
Outcome:	This action will insure that the affordable housing needs of Corvallis are represented in discussions of needs at the state level, and that the support of Corvallis policy makers for legislation and/or program design is facilitated as needed and appropriate.
Timeframe:	Carry out this ongoing activity through 6/30/11
Agency:	City of Corvallis Housing Division
Location:	City-wide/statewide

Priority Non-Housing Community Development Needs

The City of Corvallis will encourage and support the following priority non-housing development activities:

Priority A: Basic Human Service Support

- Supportive services and community facilities for families with children, and individuals, who are homeless, chronically homeless, or are at risk of becoming homeless
- Supportive services and community facilities for people with special needs
- Supportive services and community facilities for low income families and individuals

Priority B: Economic Development

- Economic opportunity for low income persons
- Support of living wage jobs

Priority C: Community Accessibility

- Transportation
- Accessibility improvements in public buildings

Non-Housing Community Development Priority A: Basic Human Service Support

Goal 1: Serve as a source of funding and technical assistance to agencies that are developing and/or delivering human services facilities, projects, or programs that assist homeless and chronically homeless individuals, and homeless families with children, and/or those who are at risk of homelessness.

Strategy 1: Participate in the county-wide process to create a ten year plan to end homelessness, and use the resulting planning document to support clarifications and/or revisions to the goals and strategies contained in this Consolidated Plan, and to support new goals and strategies in future Consolidated Plans. (It is presumed that this planning process will outline strategies and plans to assist populations other than those who are currently homeless and also have an unmet need for housing.)

Action 1: With the Ten Year Plan having been completed in October 2009, Housing Division staff will participate as a member of the Plan's implementation and oversight committee.

Description:	The TYP implementation and oversight committee is charged with prioritizing the Plan's action items, assisting project sponsors in identifying and securing funding, and monitoring progress toward achieving Plan goals.
Local Intent:	The intent of this effort is to provide guidance to the entities that will carry out the individual actions identified in the Ten Year Plan by determining Plan priorities and assisting the entities with the process of carrying out an activity. The committee will also be responsible for reporting to the community on Plan progress and outcomes.
Timeframe:	Participate in this Ten Year Plan implementation activity through 6/30/11 and beyond.
Agency:	Benton County, Samaritan Health Services, City of Corvallis, Community Services Consortium, the Linn-Benton Housing Authority, homeless and special needs service providers, affordable housing providers and community members.
Location:	County-wide

Strategy 2: Support projects and programs that will provide human services assistance to homeless individuals (including youths) and families with children, and/or those who are at risk of homelessness. Where possible, consider supporting projects and programs focused on the elimination of chronic homelessness and the prevention of homelessness.

Action 1: Provide funding to the Center Against Rape & Domestic Violence (CARDV) using capital resources from the City's Community Development Block Grant program to assist with the purchase of land on which an advocacy center for survivors of domestic violence will be constructed.

Description:	This action will fund the costs of CARDV's acquisition of land that will serve as the site for building an advocacy center for survivors of domestic violence. The building site is part of a larger development site on which 26 affordable rental housing units will be built, 10 of which will be targeted to house domestic violence survivors.
Local Intent:	The activity will provide CARDV with an improved, more visible service facility to better serve their clients from the entire community, and will also provide an easily accessible source of assistance for those who live in the targeted units in the Alexander Court housing development.
HUD Objective:	Suitable Living Environment
HUD Outcome:	Availability/Accessibility
HUD Indicator(s):	Number of persons assisted with improved access to a service
Timeframe:	Complete this action by 10/31/11
Funding:	$150,000 CDBG
Agency:	City of Corvallis Housing Division/Center Against Rape & Domestic Violence
Location:	SW Third Street at SW Alexander Avenue

Action 2: Provide funding to the Jackson Street Youth Shelter (JSYS) utilizing resources from the Human Services Fund portion of the City's Community Development Block Grant program to **subsidize the cost of providing a transitional living program for up to 54 youths ages 16-18** who are homeless, or who are runaways from low income families.

Description:	This action will cover a portion of the costs to provide transitional assistance and outreach for clients who have been staying in the JSYS shelter as they prepare to leave the facility, which provides emergency and transitional shelter and services for low income and homeless youths ages 10-18. Post shelter assistance services will also be provided under this program.
Local Intent:	This program will help facilitate successful transitions from shelter to more independent living situations, and is intended to contribute to a reduction in longer-term homelessness among teen and young adult populations.
HUD Objective:	Suitable Living Environment
HUD Outcome:	Availability/Accessibility
HUD Indicator(s):	Number of persons assisted with improved access to a service
Timeframe:	Complete this action by 6/30/11
Funding:	$5,500 CDBG
Agency:	City of Corvallis Housing Division/Jackson Street Youth Shelter
Location:	City-wide

Action 3: Provide funding to the Corvallis Daytime Drop-in Center utilizing resources from the Community Development Block Grant Program's Human Services Fund to **underwrite a portion of the cost to rent a facility providing services to approximately 600 people who are homeless or extremely low income, and/or mentally ill, many of whom are chronically homeless.**

Description:	The Corvallis Daytime Drop-in Center provides peer- and community volunteer-based resource and information sharing, education, socialization, and other support for individuals with a mental illness and/or who are homeless/chronically homeless.
Local Intent:	Community volunteer and peer-based services provide opportunities for personal growth, development, and independence both for those utilizing the services of the Center, and for their peers who will staff and operate the Center.
HUD Objective:	Suitable Living Environment
HUD Outcome:	Availability/Accessibility
HUD Indicator(s):	Number of persons assisted with improved access to a service
Timeframe:	Complete this action by 6/30/11
Funding:	$8,000 CDBG
Agency:	City of Corvallis Housing Division/Corvallis Daytime Drop-in Center
Location:	City-wide

Strategy 3: Participate with other funders and agencies in discussions about methods for gathering information about and understanding the human services needs of homeless individuals (including youths) and families with children, and/or those who are at risk of homelessness.

Action 1: Coordinate with other social service funders to utilize the results of the *2009 Benton County Needs Assessment,* a document intended to be used to identify and quantify human services needs, as well as the *Benton County Ten Year Plan to Address Homelessness*, to help guide the allocation of funds to agencies in Corvallis and Benton County.

Description:	This action will involve City representatives in ongoing discussions among services funders about the use of multiple sources of funding to support the social service needs of the community.
Local Intent:	Among other documents, the triennial *Benton County Needs Assessment* and the 2009 *Benton County Ten Year Plan* provide direction for allocations by funders of homeless and human services. A consistent shared understanding of the conclusions to be drawn from the *Assessment* and the *Ten Year Plan* helps to achieve a more cohesive approach among funders to making allocation decisions. This in turn helps guide the most effective use of City resources through the Human Services Fund (CDBG) and Social Services Allocations (General Fund).
Timeframe:	Carry out this ongoing activity through 6/30/11.
Agency:	City of Corvallis, Benton County, United Way of Benton County, Samaritan Health Services, the Corvallis Clinic, Oregon State University, Community Services Consortium.
Location:	County-wide

Goal 2: Serve as a source of funding and technical assistance to agencies that are developing human services facilities, projects or programs to serve non-homeless families and individuals with special needs.

Strategy 1: Support projects and programs that will provide human services assistance to the priority special needs populations identified in this Plan: persons with chronic/severe mental illness; frail elderly and elderly persons; persons with disabilities; persons with alcohol or drug addictions; and persons with HIV/AIDS.

Action 1: Provide funding to Community Outreach Inc. for its Permanent Supportive Housing program, and specifically to **fund case management for up to 55 Corvallis residents who have a mental illness, are elderly, or both**, utilizing resources from the Human Services Fund portion of the City's Community Development Block Grant Program.

Description:	This action will provide on-site/centralized case management and community integration services primarily to low income people with a mental illness, as well as to people who are elderly or frail elderly, most of whom are residents of the Benton Plaza and the Julian Hotel.
Local Intent:	On-site case management and assistance services provide opportunities for intensive, as-needed interactions in order to overcome immediate housing or service issues, develop life skills, and foster community integration.
HUD Objective:	Suitable Living Environment
HUD Outcome:	Availability/Accessibility
HUD Indicator(s):	Number of persons assisted with improved access to a service
Timeframe:	Complete this action by 6/30/11
Funding:	$10,000 CDBG
Agency:	City of Corvallis Housing Division/Community Outreach
Location:	City-wide

Action 2: Provide funding to Community Outreach Inc. for a behavioral health counseling program, and specifically to **fund behavioral health counseling for up to 120 non shelter-based Corvallis residents who have chronic/severe mental health disorders,** utilizing resources from the Human Services Fund portion of the City's Community Development Block Grant Program.

Description:	This action will provide an outpatient-based approach to providing behavioral health counseling to members of the Corvallis community with no health insurance. It will assist clients with a variety of issues including co-occurring disorders, substance addiction, HIV, domestic violence, and other disabilities.
Local Intent:	On-site behavioral health counseling services will provide opportunities to improve the lives of participating individuals and their families by facilitating increased stability through improved management of debilitating conditions.
HUD Objective:	Suitable Living Environment
HUD Outcome:	Availability/Accessibility
HUD Indicator(s):	Number of persons assisted with improved access to a service
Timeframe:	Complete this action by 6/30/11
Funding:	$6,500 CDBG
Agency:	City of Corvallis Housing Division/Community Outreach
Location:	City-wide

Action 3: Provide funding to the Grace Center for Adult Day Services utilizing resources from the Human Services Fund portion of the City's Community Development Block Grant program to **underwrite a portion of the cost to provide services to up to 10 frail elderly and disabled adult clients.**

Description:	This activity will expand the Grace Center's capacity to provide its low income frail elderly and disabled clients with nursing assessments, care management, therapeutic exercise, health monitoring, and cognitive and social stimulation that stabilize and improve participants' physical and mental functioning.
Local Intent:	The services provided by the Grace Center make it possible for participants to continue living at home with family members or in community-based adult foster care homes, delaying or avoiding nursing home placement.
HUD Objective:	Suitable Living Environment
HUD Outcome:	Affordability
HUD Indicator(s):	Number of persons assisted with improved access to a service
Timeframe:	Complete this action by 6/30/11
Funding:	$9,000 CDBG
Agency:	City of Corvallis Housing Division/Grace Center for Adult Day Services
Location:	City-wide

Strategy 2: Participate with other funders and agencies in discussions about methods for gathering information about and understanding the human services needs of the priority special needs populations identified above.

Action 1: Coordinate with other social service funders to utilize the results of the *2009 Benton County Needs Assessment,* a document intended to be used to identify and quantify human services needs, as well as the *Benton County Ten Year Plan to Address Homelessness*, to help guide the allocation of funds to agencies in Corvallis and Benton County.

Description:	This action will involve City representatives in ongoing discussions among services funders about the use of multiple sources of funding to support the social service needs of the community.
Local Intent:	Among other documents, the triennial *Benton County Needs Assessment* and the 2009 *Benton County Ten Year Plan* provide direction for allocations by funders of homeless and human services. A consistent shared understanding of the conclusions to be drawn from the *Assessment* and the *Ten Year Plan* helps to achieve a more cohesive approach among funders to making allocation decisions. This in turn helps guide the most effective use of City resources through the Human Services Fund (CDBG) and Social Services Allocations (General Fund).
Timeframe:	Carry out this ongoing activity through 6/30/11.
Agency:	City of Corvallis, Benton County, United Way of Benton County, Samaritan Health Services, the Corvallis Clinic, Oregon State University, Community Services Consortium.
Location:	County-wide

Strategy 3: Participate with other funders in an exploration of methods to coordinate the delivery of funding resources to agencies that address the human services needs of the priority special needs populations identified above.

Action 1: As they are scheduled, continue to participate in discussions among funders of services in Corvallis and Benton County about issues related to better coordination of funding efforts and facilitation of agency collaboration and partnerships.

Description:	Develop and implement a coordinated approach to the funding of agencies and their services that strives to achieve an optimal allocation of resources, and promotes efficient and effective service delivery.
Local Intent:	As the public and private resources that have traditionally supported services to homeless families and individuals are reduced, a more coordinated approach on the part of funders will help deliver remaining resources to those services that will best meet the community's needs.
Timeframe:	Carry out this ongoing activity through 6/30/11
Agency:	City of Corvallis, Benton County, United Way of Benton County, Community Services Consortium, Cascades West Council of Governments, Samaritan Health Services
Location:	County-wide

Goal 3: Serve as a source of funding and technical assistance to agencies that are developing human services facilities, projects, or programs to serve low income families and individuals.

Strategy 1: Support projects and programs that will provide human services assistance to low income families and individuals.

Action 1: Provide funding to the Parent Enhancement Program's Parenting/Adult Life Skills/Home Visiting Project utilizing resources from the Human Services Fund portion of the City's Community Development Block Grant Program to **underwrite a portion of the cost of delivering educational services to approximately 150 households.**

Description:	PEP's Parenting/Adult Life Skills/Home Visiting Project has been designed to teach pregnant and parenting teen and young adult women the skills and knowledge they will need to become responsible, effective parents. The project includes Spanish-language, culturally sensitive courses designed to target teen and young adult Hispanic and Latino women.
Local Intent:	The goal of this program is to give young women who are or soon will become parents the ability to be successful in that role, but also to establish the skills to better control the direction of their lives in the future.
HUD Objective:	Suitable Living Environment
HUD Outcome:	Availability/Accessibility
HUD Indicator(s):	Number of persons assisted with improved access to a service
Timeframe:	Complete this action by 6/30/11
Funding:	$8,500 CDBG
Agency:	City of Corvallis Housing Division/Parent Enhancement Program
Location:	City-wide

Action 2: Provide funding to Benton Furniture Share utilizing resources from the Human Services Fund portion of the City's Community Development Block Grant Program. The program will **provide donated furniture to up to 325 low, very low and extremely low income households, many of which are transitioning from homelessness, have members who are developmentally disabled, survivors of domestic violence, have a mental illness, or are elderly or frail elderly.**

Description:	This activity provides continued funding for Benton Furniture Share which picks up donated, usable furniture and household items and delivers them at no charge to low income families, people with developmental disabilities, survivors of domestic violence, the elderly, and people who are mentally ill.
Local Intent:	This activity will help stabilize the lives of the at-risk, low income families and special needs individuals receiving donated furniture, as well as reducing the amount of usable furniture items that, for lack of another solution, would end up in a landfill.
HUD Objective:	Suitable Living Environment
HUD Outcome:	Availability/Accessibility
HUD Indicator(s):	Number of persons assisted with improved access to a service
Timeframe:	Complete this action by 6/30/11
Funding:	$7,000 CDBG
Agency:	City of Corvallis Housing Division/Benton Furniture Share
Location:	City-wide

Action 3: Provide funding to the Old Mill Center's Rallying Around Families Together (RAFT) program utilizing resources from the Human Services Fund portion of the City's Community Development Block Grant Program **to underwrite the coordination of critical services for up to 38 low, very low and extremely low income families.**

Description:	RAFT is a program that brings together many Benton County agencies to provide support, counseling, and other critical assistance to low income families where parent alcohol or drug addiction puts children at risk and creates challenges for healthy development.
Local Intent:	The RAFT program helps increase child and parent literacy, provides parenting education, and offers mental health support groups. Participating families will see a reduction in child abuse and maltreatment rates; greater school success and literacy skills; a decrease in the occurrence of domestic violence; a decrease in the use of emergency room services to meet routine medical needs; a decrease in the need for foster care placements; and an increased capacity for multi-stressor parents to nurture and parent their children effectively.
HUD Objective:	Suitable Living Environment
HUD Outcome:	Availability/Accessibility
HUD Indicator(s):	Number of persons assisted with improved access to a service
Timeframe:	Complete this action by 6/30/11
Funding:	$5,000 CDBG
Agency:	City of Corvallis Housing Division/Old Mill Center
Location:	City-wide

Action 4: Provide funding to support operation of the South Corvallis Food Bank utilizing resources from the Human Services Fund portion of the City's Community Development Block Grant Program to **underwrite the provision of food baskets to as many as 748 very low and extremely low income households**, most of whom are residents of South Corvallis, and some of whom are homeless and meet the definition of "chronically homeless."

Description:	The South Corvallis Food Bank provides emergency food boxes for low income residents of the City, many of whom live in the South Corvallis area.
Local Intent:	This program is one of only two stand-alone food banks in the area, and the only source of no-cost emergency food for low income people in South Corvallis. Funding for this program will allow the Food Bank to continue to hold a long term space lease, alleviating the uncertainty that currently threatens the stability and continuation of future operations. By providing critical food boxes for families and individuals who otherwise cannot afford them, this service improves recipients' nutrition and food stability, in turn bringing overall stability to their lives.
HUD Objective:	Suitable Living Environment
HUD Outcome:	Availability/Accessibility
HUD Indicator(s):	Number of persons assisted with improved access to a service
Timeframe:	Complete this action by 6/30/11
Funding:	$10,500 CDBG
Agency:	City of Corvallis Housing Division/South Corvallis Food Bank
Location:	City-wide

Action 5: Provide funding to Willamette Neighborhood Housing Services **to underwrite a portion of their costs to deliver the Financial Literacy education and services program to up to 46 low, very low and extremely low income Corvallis households.**

Description:	The WNHS Financial Literacy program provides education and counseling services that help low income residents of Linn and Benton Counties gain a better understanding of how to manage money and build wealth, and then put that understanding into practice. The City-funded portion of the program will be made available to residents of Corvallis.
Local Intent:	The ability to make well-informed and considered decisions about money management is a critical element in achieving independence from public assistance programs and, in the long run, to creating opportunities for families and individuals to gain an education and build wealth through home ownership.
HUD Objective:	Suitable Living Environment
HUD Outcome:	Availability/Accessibility
HUD Indicator(s):	Number of persons assisted with improved access to a service
Timeframe:	Complete this action by 6/30/11
Funding:	$5,000 CDBG
Agency:	City of Corvallis Housing Division/Willamette Neighborhood Housing
Location:	City-wide

Action 6: Provide funding to the Boys & Girls Club of Corvallis **to underwrite a portion of their costs to deliver the Lincoln Lion's Den project to serve children from up to 62 low, very low and extremely low income Corvallis households, primarily from the South Corvallis area.**

Description:	The Boys & Girls Club's Lincoln Lion's Den project provides after school educational assistance for students from kindergarten through fifth grade. Participants receive tutoring, assistance with homework, and engage in activities focused on increasing exposure to art, music and science.
Local Intent:	Children involved in this program most typically come from economically disadvantaged families, and are at greater risk of failing in school than their counterparts at Lincoln or in other Corvallis schools. This program provides stability to the educational lives of student participants, and in turn helps families do a better job of getting involved with their childrens' education.
HUD Objective:	Suitable Living Environment
HUD Outcome:	Availability/Accessibility
HUD Indicator(s):	Number of persons assisted with improved access to a service
Timeframe:	Complete this action by 6/30/11
Funding:	$5,000 CDBG
Agency:	City of Corvallis Housing Division/Boys & Girls Club of Corvallis
Location:	City-wide

Strategy 2: Participate with other funders and agencies in discussions about methods for gathering information about and understanding the human services needs of low income families and individuals.

Action 1: Coordinate with other social service funders to utilize the results of the *2009 Benton County Needs Assessment,* a document intended to be used to identify and quantify human services needs, as well as the *Benton County Ten Year Plan to Address Homelessness*, to help guide the allocation of funds to agencies in Corvallis and Benton County.

Description:	This action will involve City representatives in ongoing discussions among services funders about the use of multiple sources of funding to support the social service needs of the community.
Local Intent:	Among other documents, the triennial *Benton County Needs Assessment* and the 2009 *Benton County Ten Year Plan* provide direction for allocations by funders of homeless and human services. A consistent shared understanding of the conclusions to be drawn from the *Assessment* and the *Ten Year Plan* helps to achieve a more cohesive approach among funders to making allocation decisions. This in turn helps guide the most effective use of City resources through the Human Services Fund (CDBG) and Social Services Allocations (General Fund).
Timeframe:	Carry out this ongoing activity through 6/30/11.
Agency:	City of Corvallis, Benton County, United Way of Benton County, Samaritan Health Services, the Corvallis Clinic, Oregon State University, Community Services Consortium.
Location:	County-wide

Strategy 3: Participate with other funders in an exploration of methods to coordinate the delivery of funding resources to agencies that address the human services needs of low income families and individuals.

Action 1: As they are scheduled, continue to participate in discussions among funders of services in Corvallis and Benton County about issues related to better coordination of funding efforts and facilitation of agency collaboration and partnerships.

Description:	Develop and implement a coordinated approach to the funding of agencies and their services that strives to achieve an optimal allocation of resources, and promotes efficient and effective service delivery.
Local Intent:	As the public and private resources that have traditionally supported services to homeless families and individuals are reduced, a more coordinated approach on the part of funders will help deliver remaining resources to those services that will best meet the community's needs.
Timeframe:	Carry out this ongoing activity through 6/30/11
Agency:	City of Corvallis, Benton County, United Way of Benton County, Community Services Consortium, Cascades West Council of Governments, Samaritan Health Services
Location:	County-wide

Non-Housing Community Development Priority B: Economic Development

Goal 1: Promote and support activities in the community that improve or provide access to economic opportunities for low income residents of Corvallis.

Strategy 1: Work cooperatively with and support where appropriate entities that assist those who are homeless, have special needs, or have low incomes, by providing job training and access to employment.

Action 1: In conjunction with federally-funded housing and facility project development activities, follow Section 3 Employment Opportunities requirements which lead to the provision of employment to low income workers.

Description:	Section 3 Employment Opportunities guidelines call for outreach to attract and employ low income workers whenever federal funds in excess of $100,000 are used for a construction project.
Local Intent:	This action will allow the funds invested by the City in large housing or facility construction projects to provide employment opportunities for low income Corvallis-area workers.
Timeframe:	Carry out this ongoing activity through 6/30/11
Agency:	City of Corvallis/CDBG or HOME Funding Recipients
Location:	City-wide

Strategy 2: Provide a funding mechanism to support the creation of microenterprises by low income residents.

Action 1: Extend funding support for Willamette Neighborhood Housing Services' **Linn-Benton MicroBusiness Program, an effort that will educate up to 26 Corvallis residents** about microenterprises and assist some or all of them with the creation of a microenterprise.

Description: Microenterprises are typically sole proprietorships with zero to one (although up to as many as four) employees, and startup capital needs of $500 to $9,000. This action would help fund WNHS's continued operation of a program that will teach low income residents of Linn and Benton counties how to start a microenterprise and in turn, increase their and their families' annual income. Where possible and appropriate, WNHS will attempt to connect clients with a mentor who has practical business experience and knowledge that could be instrumental to their being able to create and then sustain a microenterprise.

Local Intent: At the individual and family level, microenterprise formation acts as an income and wealth building tool, increasing financial stability and decreasing reliance on various forms of public assistance. At the community level, microenterprises form an important economic development catalyst by creating jobs, and by providing local goods and services for consumption within the community.

HUD Objective: Suitable Living Environment

HUD Outcome: Availability/Accessibility

HUD Indicator(s): Number of new businesses assisted; number of existing businesses assisted through a business expansion

Timeframe: Complete this action by 6/30/11

Funding: $25,000 CDBG.

Agency: City of Corvallis, Willamette Neighborhood Housing Services, Benton County, Linn-Benton Community College,

Location: City-wide

Strategy 3: Gather informational resources related to economic development activities for low income residents, and improve access to that information.

Action 1: Gather and display information related to economic development activities for low income residents.

Description: On a periodic basis, request materials used by local, state and federal agencies to provide/communicate about economic opportunities for low income residents, and provide space to display and distribute those materials.

Local Intent: This action will increase the City's role in and acknowledge the need for and provision of economic development assistance to low income residents.

Timeframe: Carry out this ongoing activity through 6/30/11

Agency: City of Corvallis

Location: City-wide

Goal 2: Provide support for the creation and continuation of living wage job opportunities in Corvallis.

Strategy 1: The City, where practical, will provide living wage job opportunities in all contracts for services to be provided to the organization.

Action 1: Where applicable carry out City contracting activities in compliance with the Corvallis Living Wage regulation.

Description: The Corvallis Living Wage regulation, approved by voters in 1999, calls for contractors working under services contracts with the City to pay what has been determined to be a living wage to their employees for work done under the contract, when that contract exceeds $10,000.
Local Intent: This action both creates and sustains jobs for which employees are paid, while working on City-funded services contracts, at a level high enough to meet their basic costs of living.
Timeframe: Carry out this ongoing activity through 6/30/11
Agency: City of Corvallis
Location: City-wide

Non-Housing Community Development Priority C: Community Accessibility

Goal 1: Improve knowledge about the transportation needs of the elderly and frail elderly, people with special needs, and low income residents of Corvallis, and about the transportation systems that are in place to serve them.

Strategy 1: Maintain and expand the City's understanding of the transportation requirements of the elderly and frail elderly, people with special needs, and low income residents.

Action 1: Continue to communicate with public and private providers of regular and specialized transportation services in order to remain aware of system needs and capacity, proposed service reductions, and the gaps such reductions might create.

Description: Through discussions with service providers, maintain an awareness of the impacts that changes in funding for transportation will have on service levels, and the gaps those changes might create in meeting the needs of the elderly, frail elderly, people with special transportation needs, and low income residents.
Local Intent: Maintaining an awareness of new or widening gaps in the transportation system for people who are generally eligible for assistance under this Plan will provide the City with opportunities to provide technical assistance, and perhaps funding, to support replacement or expansion of needed transportation services.
Timeframe: Carry out this ongoing activity through 6/30/11
Agency: City of Corvallis
Location: City-wide

Strategy 2: Where possible, participate in and consider providing funding for the improvement of services that provide transportation to the elderly and frail elderly, people with special needs, and low income residents.

Action 1: As specific gaps and needs are identified over time by carrying out the action above, work with agencies to evaluate opportunities to provide them with assistance through the Human Services Fund or other means.

Description: This action will identify opportunities to provide technical assistance to agencies whose clients lack adequate transportation, and as plans for improvement are developed, to utilize CDBG funding to support new or expanded services.

Local Intent:	Budget reductions at the state and local level may lead to consolidation of transit routes, reductions in service hours, and reduced services for specialized transportation. This activity will help assure that the Human Services Fund considers and is available to assist with the provision of needed transportation for the elderly and frail elderly, people with special needs, and low income residents.
Timeframe:	Carry out this ongoing activity through 6/30/11
Agency:	City of Corvallis
Location:	City-wide

Goal 2: Improve community accessibility for people who are elderly, disabled, or have low incomes.

Strategy 1: Consider providing funding to underwrite costs related to accessibility upgrades or improvements in publicly-owned buildings and facilities.

No actions were proposed or approved for the year covered by this Action Plan.

Strategy 2: In delivering the federal resources of the Community Development Block Grant and HOME Investment Partnerships programs, assure that the requirements of the Americans with Disabilities Act and Section 504 are met as called for.

Action 1: Assure that projects assisted with funding from the City's CDBG and HOME programs, where applicable, meet federal accessibility requirements. These requirements have been adopted into local building codes.

Description:	This action will assure that projects assisted with federal funding are carried out in compliance with applicable accessibility regulations.
Local Intent:	It is the goal of the City of Corvallis and the U.S. Department of Housing and Urban Development to assure that construction and rehabilitation activities carried out in the City meet the accessibility needs of its residents.
Timeframe:	Carry out this ongoing activity through 6/30/11
Agency:	City of Corvallis
Location:	City-wide

Strategy 3: Consider providing funding to support the development of publicly-owned community amenities (e.g., parks, infrastructure) in low income neighborhoods or areas.

No actions were proposed or approved for the year covered by this Action Plan.

Urgent Needs and Prevention or Elimination of Slums or Blight

Action 1: When applicable and under specific conditions, provide funding assistance to alleviate conditions which pose a threat to the health and safety of the community.

Description:	The City may utilize CDBG funding to eliminate slums or blight, or to meet community development needs having a particular urgency, during the Plan year. In such cases, where either of these national objectives is to be addressed, the conditions will meet the requirements and definitions contained in CDBG program regulations at 24 CFR Part 570.208(b) and (c). The City Manager shall determine when conditions constituting a slum, blight or urgent need exist.
Local Intent:	If undertaken, this activity will eliminate conditions which pose a health or safety threat to the community.
Timeframe:	None specified
Funding:	Unfunded
Agency:	City of Corvallis
Location:	City-wide

Anti-Poverty Strategy

The City of Corvallis operates a variety of funding and other assistance programs which, together, strategically address the goals of reducing poverty and improving the self-sufficiency of low income residents. The activities undertaken in conjunction with this anti-poverty strategy can be separated into three primary areas of effort: human services programs targeted at the continuum of care needs of the homeless; housing development and retention programs targeted at low income residents; and an approach to economic development that supports opportunities for workers to earn a living wage.

Human Services and Continuum of Care

The City of Corvallis utilizes its own General Fund (non-federal) resources to fund agencies that address the needs of homeless, special needs and low income residents through a Social Services Allocations program. The goal of this program is to improve living conditions and self sufficiency for residents by meeting such basic needs as food, water, shelter, warmth, clothing, safety, access to information, basic health care, and freedom from fear and violence. This goal is carried out by providing funds to area agencies whose focus meets one or more of these targeted basic needs.

In addition to the City's efforts, continuum of care assistance coordination for Corvallis, as part of the Linn/Lincoln/Benton three-county area, also falls under the direction of Community Services Consortium (CSC). CSC has been designated as a Community Action Agency by the State of Oregon, with responsibility for carrying out state and federal continuum of care activities in the region. Utilizing state, federal and other funding sources, CSC operates or funds a variety of anti-poverty programs targeted at the prevention of homelessness, outreach and assessment of the needs of the homeless, emergency shelter and safe, decent alternatives to the streets, support services, including case management, transitional housing and necessary support services, permanent housing or permanent supportive housing arrangements, job training, and life skills training.

Coordination of activities by the City of Corvallis, Benton County, Community Services Consortium and private funders and recipient agencies attempts to insure that a broad range of needs is met without overlap or duplication of services. Coordination is typically achieved most actively through mutual participation in planning processes, such as the process used to carry out agency consultations for the development of this Consolidated Plan. Another way the City works to achieve this end is by participating in annual and semi-annual processes conducted by Community Services Consortium to set priorities for and allocate continuum of care funding.

Community Services Consortium also took the lead on behalf of Benton County and its cities in the development of a ten year plan to end homelessness. The result of this planning effort—the *Benton County Ten Year Plan to Address Homelessness*—should lead to further and more integrated resource coordination in the future in order to insure that the resources of the area's larger funding entities, as those funds are targeted as assistance for continuum of care issues, are used efficiently and effectively.

According to data shared by local providers of homeless shelters and services, within the relatively small but growing homeless population in Corvallis are increasing numbers of people who are considered chronically homeless. By HUD definition, a person considered chronically homeless is:

> *. . . an unaccompanied homeless individual with a disabling condition who has either been continuously homeless for a year or more or has had at least four episodes of homelessness in the past three years. To be considered chronically homeless, persons must have been sleeping in a place not meant for human habitation (e.g., living on the streets) and/or in an emergency shelter during that time. For the purposes of chronic homelessness, a disabling condition is a*

diagnosable substance use disorder, serious mental illness, developmental disability, or chronic physical illness or disability, including the co-occurrence of two or more of these conditions. A disabling condition limits an individual's ability to work or perform one or more activities of daily living.

Reports from local homeless agencies suggest that serving the chronically homeless is an ongoing challenge in that significantly more resources, including both financial and staffing resources, are needed to address the broad range of needs of this population that in many cases is challenged to take full and long-term advantage of offered programs and services. Overcoming this challenge is at the core of effectively serving the chronically homeless, but agencies agree that success serving this subpopulation cannot come at the risk or expense of serving those who are otherwise homeless or at risk of homelessness —especially families with children. To this end, a strategy that identifies and secures new sources of funding rather than simply redistributing existing local sources, must be pursued.

Corvallis currently has four homeless shelter and service providers, one of which (the Center Against Rape and Domestic Violence) is focused on assisting survivors of domestic violence and another (the Jackson Street Youth Shelter) is focused on sheltering youths. Two shelters operate to help individuals who oftentimes meet the definition of chronically homeless: Community Outreach, which in addition to sheltering individual men and women also provides shelter for families with children, along with Medical Clinics, a VA Program, a Licensed Drug and Alcohol Program, and Licensed Mental Health Programs; and the Corvallis Homeless Shelter Coalition, which separately provides shelter to both single men and single women, at this time only during the winter months from November/December to March.

Affordable Housing Development

The second element of the City's anti-poverty strategy targets the development and retention of affordable housing. Activities within this element fall into two subcategories: internally operated programs, and support of activities and programs external to the organization.

Within the organization, the City's Housing Division operates primarily to provide opportunities for low income people to secure, retain, or maintain housing that is affordable to them. Activities operated within the Housing Division include at their core direct funding to low income residents through the following loan programs:

- *First Time Home Buyer Program* - a down payment assistance program the provides deferred/amortized, low interest loans to low income renters in order that they may become first time buyers of Corvallis homes.

- *NewHome Buyer Assistance Program* - a program that provides down payment assistance loan funding to low income buyers who are purchasing a newly-constructed home, with the amount of the loan being determined according to the cost of Systems Development Charges incurred in the construction of the home.

- *Essential Repair Program* - a housing rehabilitation program targeted at owner-occupied homes, in this case offering no-interest, deferred payment loans to owners who are very low or extremely low income to carry out rehabilitation work that will improve the safety, livability and energy efficiency of their home.

- *Neighborhood Improvement Program* - another housing rehabilitation loan program with the same intent as the Essential Repair Program, but provides low interest, amortized loans to low income owner-occupants.

External program assistance typically takes the form of technical assistance to developers of housing units that are affordable to low income residents, as well as direct funding of affordable housing development and rehabilitation activities. Affordable housing providers assisted through the City's Housing Division include Willamette Neighborhood Housing Services, Benton Habitat for Humanity, the Linn-Benton Housing Authority, Community Outreach, Inc., the Arc of Benton County, Home Life, Inc., Samaritan Village, and the Center Against Rape and Domestic Violence.

Among these housing provider/developers, the City has established a particularly strong and effective partnership with Willamette Neighborhood Housing Services (WNHS), a member of the Neighborhood Reinvestment Corporation's Neighborworks Network. In 2003 WNHS (then Corvallis NHS) became a Community Housing Development Organization (CHDO) for purposes of the Corvallis HOME program. As the City's first and to date, only CHDO, WNHS typically receives HOME operating funding and other technical assistance from the City, and has received funding or reservations of funding through HOME CHDO project setasides to purchase, construct or rehabilitate a total of 94 units. In addition to providing direct operating funding and technical assistance to WNHS, the City has provided the organization with a variety of other loans and grants, which in turn have helped leverage WNHS's creation of 170 units of affordable housing since 1993.

Economic Development

The second chapter of this Consolidated Plan (the *Housing and Community Development Needs* chapter) provided an outline of current economic development activities, programs and agencies that receive City support, which also represent the final element in the City's anti-poverty strategy. Activities and programs that promote economic opportunities and development are coordinated under a Corvallis City Council Policy (CP 96-06.03) of which the established purpose is:

> *". . . to preserve and support community livability by encouraging economic stability and sustainable economic opportunities for the citizens of Corvallis. In partnership with citizens, community, and regional organizations, this will be achieved through a balanced program that addresses retention and the creation of family wage jobs, infrastructure development, and the availability of support services such as housing and employment training."*

In addition to providing funding to area economic development entities in conjunction with the policy direction noted above, the City has passed a living wage initiative to improve the financial stability of lower-wage workers, and help them support themselves and their families in the Corvallis community. The initiative directs that entities (with some exclusions) contracting to provide services to the City will pay their employees a living wage (or a combination of wages and health benefits) currently set at $11.18 per hour, a figure adjusted annually according to changes in the CPI-W.

Institutional Structure

Within the preceding narrative of this Plan a large number, and wide variety, of public and private entities have been identified as the City's partners in the delivery of community development resources throughout Corvallis. This group of agencies and organizations constitutes a highly effective network, providing coordinated housing, human services, and economic development assistance to low income members of the community.

Also described briefly above are the various processes utilized by the City to carry out assistance through its Social Services Allocations program, Economic Development Allocations program, and Housing Programs. In carrying out these and other assistance efforts, the City coordinates activities, at all levels, to assure that policy makers and staff remain aware of the needs of our citizens, and of the agencies that serve them.

Examples of community development outreach and coordination activities that are key to Corvallis' institutional structure in this regard are:

- The Corvallis Housing and Community Development Commission, a ten-member citizen commission (including liaisons from the City Council and Planning Commission) that carries out Consolidated Plan and Action Plan development work, and provides program oversight to the City's Housing Division.

- City Council and staff representation on many of the Boards of Directors of the agencies that form the service delivery structure;

- A group of nearly 25 other citizen boards and commissions that advise the City Council on a variety of community needs and issues;

- Coordination and efforts to achieve consistency of planning efforts between the Linn-Benton Housing Authority (PHA Plan), Community Services Consortium (Continuum of Care Plan) and the City of Corvallis (Consolidated Plan);

- City Housing Division staff participation on the steering committee for development of the *Benton County Ten Year Plan to Address Homelessness*, and on the oversight committee charged with implementation of the *Ten Year Plan*. Both committees are made up of citizens, government representatives, and service agency staff from throughout the county.

The institutional structure that provides for the delivery of services to target populations in Corvallis and the surrounding area is one that operates quite effectively, but not surprisingly, imperfectly. In assessing the strengths and weaknesses of this institutional structure, the following conclusions emerge:

Strengths:

- a good general and shared understanding of the needs of low income residents;
- a broad mix of services that leaves few, if any needs completely unmet;
- good knowledge of and access to state, federal and other private funding for programs and activities;
- highly cooperative working relationships among housing and service providers;
- a strong and growing knowledge and understanding of the housing and facility development process; and
- a philosophy, supported by both the public and private sectors, that promotes the vision of a community in which the housing and service needs of all its members are or will eventually be met.

Weaknesses:

- fewer resources, in the form of funds, services, facilities and housing, than are required in order to fully meet the needs of the community, and specifically low income residents and residents with special needs;
- declining financial resources at the federal and state levels stemming from reduced budget allocations to support housing, human services and other community development activities;
- a lack of a centralized information and referral service to make sure that anyone in the community with a need, or anyone representing those in need, can find out about where to go and how to access the services that are available;
- some lack of coordination among existing service providers, and a resultant lack of understanding among providers and recipients about which agencies are the most appropriate from a referral standpoint (which also stems in part from the lack of a centralized information and referral service);
- some lack of coordination among governmental and quasi-governmental entities that provide services, funding and technical assistance related to community development.

Coordination

As noted previously, the coordination of information and services is recognized as both a strength and a relative weakness of the community development service delivery system in Corvallis. It is anticipated that all of the City's coordination activities described in the section above will be continued for the foreseeable future. In addition, as noted among the goals and strategies outlined under the Housing and Community Development planning section of this chapter, the City will undertake a range of efforts in the next few years to work with local providers of housing and human services in order to maintain an awareness of and document needs. In turn, this will yield a better understanding of those needs, and in the long run, a more effective service delivery system.

A new set of opportunities for coordination is arising out of the county-level process that developed the *Benton County Ten Year Plan to Address Homelessness*. The range of outcomes that will be achieved as this plan moves through implementation are anticipated to lead to:

- A clearer, common understanding of the full range of needs and gaps among homeless populations;
- A clearly stated set of strategies for reducing or eliminating homelessness—and especially chronic homelessness; and
- Identified roles and responsibilities for those who either fund or provide services to homeless populations.

The activity descriptions in the preceding FY 10-11 Corvallis Action Plan cite a number of City efforts to coordinate and facilitate information and resource sharing among Corvallis providers of affordable housing and social services. This coordination is important for all housing types, and especially rental housing that serves homeless and other special needs residents in permanent supportive and/or group home settings. The City currently requires that agencies requesting CDBG and/or HOME funding to create affordable housing opportunities describe the approach they will take, if funded, to assure that the services needed by the future residents of a project will be provided. In light of the initiatives emerging from the *Benton County Ten Year Plan to Address Homelessness*, the City's service coordination requirements will certainly continue, and will likely become more prescriptive to reflect the priorities of that *Ten Year Plan.*

Underserved Needs

Chapters II and III of the Corvallis Consolidated Plan for FY 08-09 through FY 12-13 acknowledge that there are more and greater needs among target populations in Corvallis than there are resources to meet them. The Consolidated Plan and the items contained in this Action Plan element seek to better address these underserved needs by focusing resources where needs are known to be greatest, which in most cases means targeting assistance to projects and activities that support people with very low and extremely low incomes. In addition to targeting resources in this way, the City will also continue to seek ways to expand, and more finely target, the means by which we inform those whose needs are underserved about the financial and informational resources the City, and others in the community who provide assistance, can make available.

Monitoring

The City's CDBG and HOME programs will be reviewed periodically by HUD in order to verify that all statutory requirements are being met, and that information being reported is accurate and complete. The City of Corvallis Community Development Department/Housing Division is responsible for monitoring the regulatory compliance both of individual activities underwritten with CDBG and HOME funding, and of recipients of HOME funds and CDBG human services and economic development funding.

Monitoring of activities funded with CDBG and HOME resources is carried out on an ongoing basis by staff of the City's Housing Division. Beneficiary income verification is conducted in the course of reviewing project applications for all housing assistance activities under the CDBG program, including both housing rehabilitation and home ownership assistance. As projects are funded with HOME resources, beneficiary income verification is being conducted at the time of application review (if the funding is for a project that includes existing housing), and again at the time projects are completed. Reviews of rents and lease terms to assure compliance with HOME requirements are also conducted while the project is underway and/or at completion. Income, rent limit and lease monitoring of completed HOME-funded rental housing projects is conducted periodically as called for in 24 CFR 92.504.d.1., as are physical unit inspections to assure the property standards stipulated in 24 CFR 92.251 are being followed.
Compliance with lead paint regulations and applicable housing quality standards is verified for each housing activity through inspections conducted prior to the provision of assistance, and then again both during construction (for interim clearance) and after construction work is complete (for final clearance) for rehab projects to which these regulations apply.

Each of the agencies receiving funding under the CDBG Human Services Fund is required to submit monthly reports documenting both the expenditures being reimbursed with CDBG funds, and the characteristics of the clients they are serving (incomes, which priority population they fall within, race, ethnicity, and female heads of household). Each quarter the agencies also report on the progress they are making toward achieving the outcomes they identified in their requests for funding. All recipient agencies are also visited by staff of the Housing Division at least once each year (and more often if technical assistance is deemed necessary) in order to review record keeping and reporting practices and monitor activities on site.

PART II: FY 10-11 ACTION PLAN BUDGET SUMMARY

RESOURCES	CDBG	HOME	Revolving Loan Fund	Other Resources	TOTAL
FY 10-11 Award	$587,479	$446,537	0	0	$1,034,016
FY 10-11 Program Income	82,521	224,963	0	0	307,484
FY 10-11 Non-federal City Resources	0	0	389,590	0	389,590
FY 10-11 Other public/private resources	0	0	0	3,853,500	3,853,500
TOTAL RESOURCES	**$670,000**	**$671,500**	**$389,590**	**$3,853,500**	**$5,584,590**
USES					
Planning & Management					
Salaries/Benefits	124,910	42,030	87,750	0	254,690
Direct/Indirect	4,090	3,470	179,280	0	186,840
Subtotal	**$129,000**	**$45,500**	**$267,030**	**0**	**$441,530**
Affordable Housing/Capital Projects					
Samaritan Village Multifamily Housing Re-roofing	100,000	0	0	318,500	418,500
Owner-Occupied Housing Rehabilitation (LI)*	16,000	0	25,000	0	41,000
Owner-Occupied Housing Rehabilitation (VLI)*	50,000	0	45,000	0	95,000
Rehabilitation Loan Program Delivery	70,000	0	22,560	0	92,560
Home Ownership (Down Payment Assistance)*	50,000	0	30,000	216,000	296,000
Seavey Meadows Community Land Trust Homes**	0	356,000	0	850,000	1,206,000
Partners Place Permanent Supportive Housing	0	250,000	0	470,000	720,000
Subtotal	**$286,000**	**$606,000**	**$122,560**	**$1,854,500**	**$2,869,060**
Human Services					
Ctr. Against Rape & Dom. Violence Advocacy Ctr.	150,000	0	0	357,000	507,000
FY 10-11 Human Services Fund Contracts	80,000	0	0	1,382,000	1,462,000
Subtotal	**$230,000**	**$0**	**$0**	**$1,739,000**	**$1,969,000**
Other Uses					
Microenterprise Program Support	25,000	0	0	125,000	150,000
CHDO Operating Setaside	0	20,000	0	135,000	155,000
Subtotal	**$25,000**	**$20,000**	**0**	**260,000**	**$305,000**
TOTAL USES	**$670,000**	**$671,500**	**$389,590**	**$3,853,500**	**$5,584,590**
UNALLOCATED RESOURCES	0	0	0	0	0

* In addition to the amounts shown in this table, these activities will occur utilizing approximately $200,000 in funding carried over from prior year CDBG allocations.

** The Seavey Meadows Community Land Trust Homes project will draw from prior year HOME allocations to reach a total allocation of $800,000.

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PART III: HUD/CPD LISTING OF PROPOSED PROJECTS

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction Name: City of Corvallis, Oregon

Priority Need: Housing for families and individuals with low incomes.

Project Title: Home Ownership Assistance

Activity Title: First Time Home Buyer Program

Description: Provide down payment/closing cost assistance loans to low income, first time home buyers.

Objective Category: ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity
Outcome Category: ☐ Availability/Accessibility ☒ Affordability ☐ Sustainability

Location/Target Area: City-wide

Objective Number: H.A.1.2.1	Project ID: 10-11.01
HUD Matrix Code: 13 Direct Homeownership Assistance	CDBG Citation: 570.201(n)
Type of Recipient: Grantee/borrower	CDBG National Objective: 570.208(a)(3) - Low/Mod Housing
Start Date: July 1, 2010	Completion Date: June 30, 2011
Performance Indicator: Affordable Housing Opportunities Created	Annual Units: 12
Local ID: 142068	Units Upon Completion: 12

Funding Sources	
CDBG	$50,000
ESG	
HOME	
HOPWA	
Total Formula	$50,000
Prior Year Funds	40,000
Assisted Housing	
PHA	
Other Funding	246,000
Total	$336,000

The primary purpose of the project is to help:

☐ The Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction Name: City of Corvallis, Oregon

Priority Need: Housing for families and individuals with low incomes.

Project Title: Single Family Owner Occupied Housing Rehabilitation

Activity Title: Essential Repair Loan Program

Description: Provide zero-interest deferred payment housing rehabilitation loans to very low income home owners.

Objective Category: ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity
Outcome Category: ☐ Availability/Accessibility ☒ Affordability ☐ Sustainability

Location/Target Area: City-wide

Objective Number: H.A.2.1.1	Project ID: 10-11.02
HUD Matrix Code: 14A Single Unit Residential	CDBG Citation: 570.202
Type of Recipient: Grantee/borrower	CDBG National Objective: 570.208(a)(3) - Low/Mod Housing
Start Date: July 1, 2010	Completion Date: June 30, 2011
Performance Indicator: Housing Units Rehabilitated	Annual Units: 8
Local ID: 142075	Units Upon Completion: 8

Funding Sources	
CDBG	$50,000
ESG	
HOME	
HOPWA	
Total Formula	$50,000
Prior Year Funds	140,000
Assisted Housing	
PHA	
Other Funding	45,000
Total	$235,000

The primary purpose of the project is to help:

☐ The Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction Name: City of Corvallis, Oregon

Priority Need: Housing for families and individuals with low incomes.

Project Title: Single Family Owner Occupied Housing Rehabilitation

Activity Title: Neighborhood Improvement Loan Program

Description: Provide low interest amortized housing rehabilitation loans to low income home owners.

Objective Category: ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity
Outcome Category: ☐ Availability/Accessibility ☒ Affordability ☐ Sustainability

Location/Target Area: City-wide

Objective Number: H.A.2.1.2	Project ID: 10-11.03
HUD Matrix Code: 14A Single Unit Residential	CDBG Citation: 570.202
Type of Recipient: Grantee/borrower	CDBG National Objective: 570.208(a)(3) - Low/Mod Housing
Start Date: July 1, 2010	Completion Date: June 30, 2011
Performance Indicator: Housing Units Rehabilitated	Annual Units: 2
Local ID: 142067	Units Upon Completion: 2

Funding Sources	
CDBG	$16,000
ESG	
HOME	
HOPWA	
Total Formula	$16,000
Prior Year Funds	20,000
Assisted Housing	
PHA	
Other Funding	25,000
Total	$61,000

The primary purpose of the project is to help:

☐ The Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction Name: City of Corvallis, Oregon

Priority Need: Services/facilities for families with children, and individuals, who are homeless, chronically homeless or at risk of homelessness.

Project Title: Center Against Rape & Domestic Violence Advocacy Center

Activity Title: Center Against Rape & Domestic Violence Advocacy Center

Description: Underwrite the Center's acquisition of property that will become the site of an advocacy center providing services to survivors of domestic violence.

Objective Category: ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity
Outcome Category: ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

Location/Target Area: SW Third Street at SW Alexander Avenue, Corvallis, Oregon

Objective Number: NH.A.1.2.1	Project ID: 10-11.04
HUD Matrix Code: 01 Acquisition of Real Property	CDBG Citation: 570.201(a)
Type of Recipient: Grantee	CDBG National Objective: 570.208(a)(2) - Limited Clientele Activities
Start Date: March, 2011	Completion Date: October, 2011
Performance Indicator: Households assisted	Annual Units: 480
Local ID: TBD	Units Upon Completion: 480 (first year)

Funding Sources	
CDBG	$150,000
ESG	
HOME	
HOPWA	
Total Formula	$150,000
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	357,000
Total	$507,000

The primary purpose of the project is to help:

☒ The Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction Name: City of Corvallis, Oregon

Priority Need: Low, very low and extremely low income elderly renters.

Project Title: Samaritan Village Facility Re-roof

Activity Title: Samaritan Village Facility Re-roof

Description: Partially underwrite the cost of replacing the roofing system on the 82-unit Samaritan Village affordable elderly rental housing complex.

Objective Category: ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity
Outcome Category: ☐ Availability/Accessibility ☒ Affordability ☐ Sustainability

Location/Target Area: 285 NW 35th Street, Corvallis, Oregon

Objective Number: H.A.2.2.1	Project ID: 10-11.05
HUD Matrix Code: 14B Rehab: Multi-unit Residential	CDBG Citation: 570.202
Type of Recipient: Grantee	CDBG National Objective: 570.208(a)(3) - Low/Mod Housing
Start Date: July, 2010	Completion Date: December, 2010
Performance Indicator: Housing units rehabilitated	Annual Units: 82
Local ID: TBD	Units Upon Completion: 82

Funding Sources	
CDBG	$100,000
ESG	
HOME	
HOPWA	
Total Formula	$100,000
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	318,500
Total	$418,500

The primary purpose of the project is to help:

☐ The Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction Name: City of Corvallis, Oregon

Priority Need: Basic human services support.

Project Title: Human Services Fund

Activity Title: Jackson Street Youth Shelter

Description: Fund transitional and post-shelter assistance and outreach for homeless and/or runaway clients ages 16-18 preparing to leave the youth shelter facility.

Objective Category: ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity
Outcome Category: ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

Location/Target Area: Facility is located at 555 NW Jackson Avenue in Corvallis; assisted clients may come from anywhere in the City.

Objective Number: NH.A.1.2.2	Project ID: 10-11.06
HUD Matrix Code: 05D Youth Services	CDBG Citation: 570.201(e)
Type of Recipient: Subrecipient	CDBG National Objective: 570.208(a)(2) - Limited Clientele
Start Date: July 1, 2010	Completion Date: June 30, 2011
Performance Indicator: Clients Assisted	Annual Units: 54 individual youths
Local ID: 142071	Units Upon Completion: 54 individual youths

Funding Sources	
CDBG	$5,500
ESG	
HOME	
HOPWA	
Total Formula	$5,500
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	57,000
Total	$62,500

The primary purpose of the project is to help:

☒ The Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction Name: City of Corvallis, Oregon

Priority Need: Basic human services support.

Project Title: Human Services Fund

Activity Title: Corvallis Daytime Drop-in Center

Description: Fund provision of peer- and community volunteer-based resource and information sharing, education, socialization, and other support for individuals with a mental illness and/or who are homeless/chronically homeless.

Objective Category: ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity
Outcome Category: ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

Location/Target Area: Facility is located at 602 SW Madison Avenue in Corvallis; assisted clients may come from anywhere in the City.

Objective Number: NH.A.1.2.3	Project ID: 10-11.07
HUD Matrix Code: 05O Mental Health Svcs	CDBG Citation: 570.201(e)
Type of Recipient: Subrecipient	CDBG National Objective: 570.208(a)(2) - Limited Clientele
Start Date: July 1, 2010	Completion Date: June 30, 2011
Performance Indicator: Clients Assisted	Annual Units: 600 individuals
Local ID: 142071	Units Upon Completion: 600 individuals

Funding Sources	
CDBG	$8,000
ESG	
HOME	
HOPWA	
Total Formula	$8,000
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	18,000
Total	$26,000

The primary purpose of the project is to help:

☒ The Homeless ☐ Persons with HIV/AIDS ☒ Persons with Disabilities ☐ Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction Name: City of Corvallis, Oregon

Priority Need: Basic human services support.

Project Title: Human Services Fund

Activity Title: Community Outreach, Inc. Permanent Supportive Housing program

Description: Fund on-site/centralized case management and community integration services to low income people with a mental illness, as well as to people who are elderly or frail elderly, most of whom are residents of the Benton Plaza and the Julian Hotel.

Objective Category: ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity
Outcome Category: ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

Location/Target Area: Case management office is located at 408 SW Monroe Avenue in Corvallis; assisted clients may come from anywhere in the City.

Objective Number: NH.A.2.1.1	Project ID: 10-11.08
HUD Matrix Code: 05O Mental Health Svcs	CDBG Citation: 570.201(e)
Type of Recipient: Subrecipient	CDBG National Objective: 570.208(a)(2) - Limited Clientele
Start Date: July 1, 2010	Completion Date: June 30, 2011
Performance Indicator: Clients Assisted	Annual Units: 55 individuals
Local ID: 142071	Units Upon Completion: 55 individuals

Funding Sources	
CDBG	$10,000
ESG	
HOME	
HOPWA	
Total Formula	$10,000
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	93,000
Total	$103,000

The primary purpose of the project is to help:

☐ The Homeless ☐ Persons with HIV/AIDS ☒ Persons with Disabilities ☐ Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction Name: City of Corvallis, Oregon

Priority Need: Basic human services support.

Project Title: Human Services Fund

Activity Title: Community Outreach, Inc. Behavioral Health Services

Description: Behavioral health counseling for low income members of the Corvallis community with no health insurance. Clients with a variety of issues (co-occurring disorders, substance addiction, HIV, frailty, elder issues, domestic violence) will be assisted.

Objective Category: ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity
Outcome Category: ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

Location/Target Area: Facility located at 865 NW Reiman Avenue; services are available to all qualifying residents of Corvallis.

Objective Number: NH.A.2.1.2	Project ID: 10-11.09
HUD Matrix Code: 05O Mental Health Svcs	CDBG Citation: 570.201(e)
Type of Recipient: Subrecipient	CDBG National Objective: 570.208(a)(2) - Limited Clientele
Start Date: July 1, 2010	Completion Date: June 30, 2011
Performance Indicator: Clients Assisted	Annual Units: 120 individuals
Local ID: 142071	Units Upon Completion: 120 individuals

Funding Sources	
CDBG	$6,500
ESG	
HOME	
HOPWA	
Total Formula	$6,500
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	107,500
Total	$114,000

The primary purpose of the project is to help:

☐ The Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction Name: City of Corvallis, Oregon

Priority Need: Basic human services support.

Project Title: Human Services Fund

Activity Title: Grace Center for Adult Day Services

Description: Provide low income frail elderly and disabled clients with nursing assessments, care management, therapeutic exercise, health monitoring, and cognitive and social stimulation that stabilize and improve participants' physical and mental functioning.

Objective Category: ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity
Outcome Category: ☐ Availability/Accessibility ☒ Affordability ☐ Sustainability

Location/Target Area: Facility located at 980 NW Spruce Avenue; services are available to all qualifying residents of Corvallis.

Objective Number: NH.A.2.1.3	Project ID: 10-11.10
HUD Matrix Code: 05M Health Services	CDBG Citation: 570.201(e)
Type of Recipient: Subrecipient	CDBG National Objective: 570.208(a)(2) - Limited Clientele
Start Date: July 1, 2010	Completion Date: June 30, 2011
Performance Indicator: Clients Assisted	Annual Units: 10 individuals
Local ID: 142071	Units Upon Completion: 10 individuals

Funding Sources	
CDBG	$9,000
ESG	
HOME	
HOPWA	
Total Formula	$9,000
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	511,000
Total	$520,000

The primary purpose of the project is to help:

☐ The Homeless ☐ Persons with HIV/AIDS ☒ Persons with Disabilities ☐ Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction Name: City of Corvallis, Oregon

Priority Need: Basic human services support.

Project Title: Human Services Fund

Activity Title: Parent Enhancement Program

Description: Fund a parent education program for pregnant and parenting teen and young adult women to teach skills and knowledge they will need to become responsible, effective parents.

Objective Category: ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity
Outcome Category: ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

Location/Target Area: Agency office is located at 421 NW Fourth Street in Corvallis; assisted clients may come from anywhere in the City.

Objective Number: NH.A.3.1.1	Project ID: 10-11.11
HUD Matrix Code: 05L Child Care Services	CDBG Citation: 570.201(e)
Type of Recipient: Subrecipient	CDBG National Objective: 570.208(a)(2) - Limited Clientele
Start Date: July 1, 2010	Completion Date: June 30, 2011
Performance Indicator: Clients Assisted	Annual Units: 150 households
Local ID: 142071	Units Upon Completion: 150 households

Funding Sources	
CDBG	$8,500
ESG	
HOME	
HOPWA	
Total Formula	$8,500
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	201,500
Total	$210,000

The primary purpose of the project is to help:

☐ The Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction Name: City of Corvallis, Oregon

Priority Need: Basic human services support.

Project Title: Human Services Fund

Activity Title: Benton Furniture Share

Description: Fund a program to pick up donated, usable furniture and household items and deliver them at no charge to low income families, people with developmental disabilities, survivors of domestic violence, the elderly, and people who are mentally ill.

Objective Category: ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity
Outcome Category: ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

Location/Target Area: Agency office is located at 155 SE Lilly Avenue in Corvallis; assisted clients may live anywhere in the City.

Objective Number: NH.A.3.1.2	Project ID: 10-11.12
HUD Matrix Code: 05 Public Services	CDBG Citation: 570.201(e)
Type of Recipient: Subrecipient	CDBG National Objective: 570.208(a)(2) - Limited Clientele
Start Date: July 1, 2010	Completion Date: June 30, 2011
Performance Indicator: Clients Assisted	Annual Units: 325 individuals
Local ID: 142071	Units Upon Completion: 325 individuals

Funding Sources	
CDBG	$7,000
ESG	
HOME	
HOPWA	
Total Formula	$7,000
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	63,500
Total	$70,500

The primary purpose of the project is to help:

☐ The Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction Name: City of Corvallis, Oregon

Priority Need: Basic human services support.

Project Title: Human Services Fund

Activity Title: Old Mill Center Rally Around Families Together program

Description: Fund a program that provides support, counseling, and other assistance to low income families where drug and/or alcohol abuse and other strong risk factors for child abuse and neglect are present.

Objective Category: ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity
Outcome Category: ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

Location/Target Area: Agency is located at 4515 SW Country Club Drive in Corvallis; assisted clients may live anywhere in the City.

Objective Number: NH.A.3.1.3	Project ID: 10-11.13
HUD Matrix Code: 05N Abused & Neglected Children	CDBG Citation: 570.201(e)
Type of Recipient: Subrecipient	CDBG National Objective: 570.208(a)(2) - Limited Clientele
Start Date: July 1, 2010	Completion Date: June 30, 2011
Performance Indicator: Clients Assisted	Annual Units: 38 households
Local ID: 142071	Units Upon Completion: 38 households

Funding Sources	
CDBG	$5,000
ESG	
HOME	
HOPWA	
Total Formula	$5,000
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	156,000
Total	$161,000

The primary purpose of the project is to help:

☐ The Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction Name: City of Corvallis, Oregon

Priority Need: Basic human services support.

Project Title: Human Services Fund

Activity Title: South Corvallis Food Bank

Description: Fund provision of emergency food boxes for low income residents of the City, many of whom live in South Corvallis.

Objective Category: ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity
Outcome Category: ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

Location/Target Area: Facility is located at 1750 SW Third Street in Corvallis; assisted clients may live anywhere in the City.

Objective Number: NH.A.3.1.4	Project ID: 10-11.14
HUD Matrix Code: 05 Public Services	CDBG Citation: 570.201(e)
Type of Recipient: Subrecipient	CDBG National Objective: 570.208(a)(2) - Limited Clientele
Start Date: July 1, 2010	Completion Date: June 30, 2011
Performance Indicator: Clients Assisted	Annual Units: 748 households
Local ID: 142071	Units Upon Completion: 748 households

Funding Sources	
CDBG	$10,500
ESG	
HOME	
HOPWA	
Total Formula	$10,500
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	37,500
Total	$48,000

The primary purpose of the project is to help:

☐ The Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction Name: City of Corvallis, Oregon

Priority Need: Basic human services support.

Project Title: Human Services Fund

Activity Title: Willamette Neighborhood Housing Services Financial Fitness Program

Description: Fund a program to provide education and counseling services for low income households, with a focus on financial literacy, money management and wealth building.

Objective Category: ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity
Outcome Category: ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

Location/Target Area: Agency is located at 257 SW Second Street in Corvallis; assisted clients may live anywhere in the City.

Objective Number: NH.A.3.1.5	Project ID: 10-11.15
HUD Matrix Code: 05 Public Services	CDBG Citation: 570.201(e)
Type of Recipient: Subrecipient	CDBG National Objective: 570.208(a)(2) - Limited Clientele
Start Date: July 1, 2010	Completion Date: June 30, 2011
Performance Indicator: Clients Assisted	Annual Units: 46 households
Local ID: 142071	Units Upon Completion: 46 households

Funding Sources	
CDBG	$5,000
ESG	
HOME	
HOPWA	
Total Formula	$5,000
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	30,000
Total	$35,000

The primary purpose of the project is to help:

☐ The Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction Name: City of Corvallis, Oregon

Priority Need: Basic human services support.

Project Title: Human Services Fund

Activity Title: Boys & Girls Club of Corvallis Lincoln Lion's Den program

Description: Fund a program to provide after school educational assistance for students from kindergarten through fifth grades. Provide tutoring, assistance with homework, and engage in activities focused on increasing exposure to music, art and science.

Objective Category: ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity
Outcome Category: ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

Location/Target Area: Program is based at 110 SE Alexander Avenue in Corvallis; assisted clients will come primarily from the Lincoln School District.

Objective Number: NH.A.3.1.6	Project ID: 10-11.16
HUD Matrix Code: 05L Child Care Services	CDBG Citation: 570.201(e)
Type of Recipient: Subrecipient	CDBG National Objective: 570.208(a)(2) - Limited Clientele
Start Date: July 1, 2010	Completion Date: June 30, 2011
Performance Indicator: Clients Assisted	Annual Units: 62 households
Local ID: 142071	Units Upon Completion: 62 households

Funding Sources	
CDBG	$5,000
ESG	
HOME	
HOPWA	
Total Formula	$5,000
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	107,000
Total	$112,000

The primary purpose of the project is to help:

☐ The Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction Name: City of Corvallis, Oregon

Priority Need: Economic Development

Project Title: Microenterprise Development Support

Activity Title: WNHS Linn Benton Microbusiness Program

Description: Fund a program to educate and then assist Corvallis residents with the creation of a microenterprise.

Objective Category: ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity
Outcome Category: ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

Location/Target Area: Agency is located at 257 SW Madison Avenue in Corvallis; assisted clients may live anywhere in the City.

Objective Number: NH.B.1.2.1	Project ID: 10-11.17
HUD Matrix Code: 18C Microenterprise Assistance	CDBG Citation: 570.201(o)
Type of Recipient: Subrecipient	CDBG National Objective: 570.208(a)(2)(B) - Low Mod Income Limited Clientele
Start Date: July 1, 2010	Completion Date: June 30, 2011
Performance Indicator: Clients Assisted	Annual Units: 18 households
Local ID: 142150	Units Upon Completion: 18 households

Funding Sources	
CDBG	$25,000
ESG	
HOME	
HOPWA	
Total Formula	$25,000
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	125,000
Total	$150,000

The primary purpose of the project is to help:

☐ The Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction Name: City of Corvallis, Oregon

Priority Need: Planning and Administration

Project Title: CDBG Program Administration

Activity Title: CDBG Program Administration

Description: Provide administration and management for the CDBG programs and activities described in the FY 10-11 Action Plan; carry out work related to FY 09-10 annual program reporting and the development of an FY 11-12 Action Plan.

Objective Category: ☐ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity
Outcome Category: ☐ Availability/Accessibility ☐ Affordability ☐ Sustainability

Location/Target Area: Corvallis City Hall, 501 SW Madison Avenue in Corvallis.

Objective Number:	Project ID: 10-11.18
HUD Matrix Code: 21A General Program Administration	CDBG Citation: 570.206
Type of Recipient: Grantee	CDBG National Objective: N/A
Start Date: July 1, 2010	Completion Date: June 30, 2011
Performance Indicator: N/A	Annual Units: N/A
Local ID: 142073	Units Upon Completion: N/A

Funding Sources	
CDBG	$129,000
ESG	
HOME	
HOPWA	
Total Formula	$129,000
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	178,020
Total	$307,020

The primary purpose of the project is to help:

☐ The Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction Name: City of Corvallis, Oregon

Priority Need: Housing for families and individuals with low incomes.

Project Title: Housing Rehabilitation Program Delivery

Activity Title: Rehabilitation Administration

Description: Fund the City's costs of delivering housing rehabilitation projects for owner- and renter-occupied units in Corvallis.

Objective Category: ☐ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity
Outcome Category: ☐ Availability/Accessibility ☐ Affordability ☐ Sustainability

Location/Target Area: Corvallis City Hall, 501 SW Madison Avenue in Corvallis; units qualify on a City-wide basis.

Objective Number:	Project ID: 10-11.19
HUD Matrix Code: 14H Rehabilitation Administration	CDBG Citation: 570.202
Type of Recipient: Grantee	CDBG National Objective: N/A
Start Date: July 1, 2010	Completion Date: June 30, 2011
Performance Indicator: N/A	Annual Units: N/A
Local ID: 142074	Units Upon Completion: N/A

Funding Sources	
CDBG	$70,000
ESG	
HOME	
HOPWA	
Total Formula	$70,000
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	22,560
Total	$92,560

The primary purpose of the project is to help:

☐ The Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction Name: City of Corvallis, Oregon

Priority Need: Housing for families and individuals with low incomes.

Project Title: Seavey Meadows Community Land Trust Homeownership project

Activity Title: Seavey Meadows Community Land Trust Homeownership project

Description: Finance construction and home buyer acquisition of seven affordable units being built under a community land trust model by Willamette Neighborhood Housing Services, the City's HOME CHDO.

Objective Category: ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity
Outcome Category: ☐ Availability/Accessibility ☒ Affordability ☐ Sustainability

Location/Target Area: NE Conser Drive at NE Jasper Street in Corvallis.

Objective Number: H.A.1.1.1	Project ID: 10-11.20
HUD Matrix Code: 13 - Direct Homeownership Assistance	CDBG Citation: N/A
Type of Recipient: CHDO	CDBG National Objective: N/A
Start Date: July 1, 2010	Completion Date: June 30, 2011
Performance Indicator: Affordable Housing Opportunities Created	Annual Units: 7 units
Local ID: TBD	Units Upon Completion: 7 units

Funding Sources	
CDBG	
ESG	
HOME	$356,000
HOPWA	
Total Formula	$356,000
Prior Year Funds	444,000
Assisted Housing	
PHA	
Other Funding (min.)	850,000
Total	$1,650,000

The primary purpose of the project is to help:

☐ The Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction Name: City of Corvallis, Oregon

Priority Need: Housing for people who are homeless or at risk of homelessness.

Project Title: Partners Place permanent supportive housing project.

Activity Title: Partners Place permanent supportive housing project.

Description: Acquire an eight-unit multi-family property within which up to seven units will be HOME-assisted, providing permanent supportive housing opportunities to chronically homeless people.

Objective Category: ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity
Outcome Category: ☐ Availability/Accessibility ☒ Affordability ☐ Sustainability

Location/Target Area: 1661 NW Harrison Boulevard, Corvallis.

Objective Number: H.B.2.2.1	Project ID: 10-11.21
HUD Matrix Code: 01 - Acquisition of Real Property	CDBG Citation: N/A
Type of Recipient: Owner/Developer	CDBG National Objective: N/A
Start Date: July 1, 2010	Completion Date: June 30, 2011
Performance Indicator: Affordable Housing Opportunities Created	Annual Units: 7 units
Local ID: TBD	Units Upon Completion: 7 units

Funding Sources	
CDBG	
ESG	
HOME	$250,000
HOPWA	
Total Formula	$250,000
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding (min.)	470,000
Total	$720,000

The primary purpose of the project is to help:

☐ The Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction Name: City of Corvallis, Oregon

Priority Need: Planning and Administration

Project Title: HOME Program Administration

Activity Title: HOME Program Administration

Description: Provide administration and management for the HOME programs and activities described in the FY 10-11 Action Plan; carry out work related to FY 09-10 annual program reporting and the development of an FY 11-12 Action Plan.

Objective Category: ☐ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity
Outcome Category: ☐ Availability/Accessibility ☐ Affordability ☐ Sustainability

Location/Target Area: Corvallis City Hall, 501 SW Madison Avenue in Corvallis.

Objective Number:	Project ID: 10-11.22
HUD Matrix Code: 21H - HOME Administration/Planning Costs of PJs	CDBG Citation: N/A
Type of Recipient: Grantee	CDBG National Objective: N/A
Start Date: July 1, 2010	Completion Date: June 30, 2011
Performance Indicator: N/A	Annual Units: N/A
Local ID: 142085	Units Upon Completion: N/A

Funding Sources	
CDBG	
ESG	
HOME	$45,500
HOPWA	
Total Formula	$45,500
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding (min.)	89,010
Total	$134,510

The primary purpose of the project is to help:

☐ The Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction Name: City of Corvallis, Oregon

Priority Need: Housing for families and individuals with low incomes.

Project Title: HOME CHDO Operating Support

Activity Title: CHDO Operating Support for Willamette Neighborhood Housing Services

Description: Provide funding for the support of housing development operations to be conducted by Willamette Neighborhood Housing Services, a CHDO for the City's HOME Program.

Objective Category: ☐ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity
Outcome Category: ☐ Availability/Accessibility ☐ Affordability ☐ Sustainability

Location/Target Area: 257 SW Madison Avenue in Corvallis; agency develops housing city-wide.

Objective Number: H.A.3.2.1	Project ID: 10-11.23
HUD Matrix Code: 19B - HOME CHDO Operating Costs	CDBG Citation: N/A
Type of Recipient: CHDO	CDBG National Objective: N/A
Start Date: July 1, 2010	Completion Date: June 30, 2011
Performance Indicator: N/A	Annual Units: N/A
Local ID: 142114	Units Upon Completion: N/A

Funding Sources	
CDBG	
ESG	
HOME	$20,000
HOPWA	
Total Formula	$20,000
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding (min.)	135,000
Total	$155,000

The primary purpose of the project is to help:

☐ The Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

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ATTACHMENT A:

2010 CORVALLIS MSA
HUD MEDIAN INCOME LEVELS

Family Size	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**
Area Median Income				70,800				
80% (Low)	39,650	45,300	51,000	56,650	61,200	65,700	70,250	74,800
60% (HOME Limits)	29,760	33,960	38,220	42,480	45,900	49,260	52,680	56,100
50% (Very Low)	24,800	28,300	31,850	35,400	38,250	41,050	43,900	46,750
30% (Extremely Low)	14,900	17,000	19,150	21,250	22,950	24,650	26,350	28,050
U.S. Poverty Levels	10,830	14,570	18,310	22,050	25,790	29,530	33,270	37,010

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ATTACHMENT B:

CITY COUNCIL MEETING MINUTES
COMMUNITY DEVELOPMENT BLOCK GRANT & HOME PROGRAM PUBLIC HEARING (EXCERPTED)

CITY OF CORVALLIS
COUNCIL ACTION MINUTES
Meeting of December 21, 2009

VII. PUBLIC HEARINGS

A A public hearing to consider the Fiscal Year 2010-2011 Community Development Block Grant/HOME Investment Partnerships Program Action Plan

Mayor Tomlinson reviewed the order of proceedings and opened the public hearing/

Staff Report

Housing Division Manager Weiss reported that staff is developing the Fiscal Year 2010-2011 Community Development Block Grant (CDBG)/HOME Investment Partnerships Program (HOME) Action Plan which will outline how CDBG and HOME funds will be utilized. The City is preparing for the third year of a five year CDBG/HOME Consolidated Plan which was developed during Fiscal Year 2007-2008 and implemented during Fiscal Year 2008-2009. He said CDBG and HOME allocations would not be known for another two months; however, they may be slightly more than the current year, possibly $545,000 to $550,000 in CDBG funds and $450,000 to $460,000 in HOME funds.

Mr. Weiss explained that tonight's public hearing is the first of two needed to develop the Action Plan. Tonight people may testify regarding how the City utilized CDBG and HOME funds in previous years and submit ideas regarding what the City could consider for future funding investments. Ideas presented tonight could be pursued through a future Action Plan. No Council action is required tonight, and no funding decisions will be made as a result of tonight's public hearing.

Mr. Weiss noted that not all potential funding allocation applicants would testify tonight. He clarified that testimony tonight would not affect consideration of an allocation application. He reviewed that staff would receive project applications during January, the Housing and Community Development Commission would consider applications during February, and the Commission would submit its recommendations to the Council during April with a draft Action Plan, at which time a second public hearing would be conducted.

Mr Weiss noted that the staff report included a Fiscal Year 2008-2009 Consolidated Annual Performance Evaluation Report (CAPER), which is submitted to the United States Department of

Housing and Urban Development (HUD) each September; the report includes narrative information and data. The CAPER was approved by HUD during November.

Mr Weiss reviewed the Council's September 2009 direction to staff to begin discussions with homelessness experts in the community and begin narrowing a focus for actions that would assist the Council in achieving its goal to address homelessness. The discussions will continue through the next few months. The predominance of feedback suggests focusing on permanent supportive housing with strong services and possibly rent subsidies to make the program financially feasible. Projects suggested through the discussions would be eligible for funding under the Consolidated Plan. Additional information regarding proposed projects including costs and timelines will be compiled over the next few months.

Public Testimony

Barbara Ross reported that Council financial support enabled Willamette Neighborhood Housing Services (WNHS) to develop and operate low income housing projects, including a permanent, supportive housing project for survivors of domestic violence; construction should occur soon.

Ms. Ross encouraged the Council to coordinate the CDBG/HOME Consolidated Plan with Benton County's *Ten Year Plan to Address Issues Surrounding Housing and Homelessness*. She said community volunteers are happy with the progress that is being made by working directly with homeless people. Despite many agencies and volunteers in the community, more coordination is needed. City capital investments through CDBG and HOME allocations are important in possible implementation of provisions of the County's Plan. She explained that First Christian Church and the Corvallis Daytime Drop-in Center (CDDC) will apply for funds to rehabilitate a building on SW Jefferson Avenue to serve as an assessment and service center to coordinate efforts. She emphasized the importance of investing City funds to support facilities that serve homeless people. She is committed to providing a facility for permanent supportive housing to help people get off the streets. The Corvallis Homeless Shelter Coalition (CHSC) is applying for funds to acquire a housing facility. She noted the nationwide concept of "housing first," explaining that people need not be stable and sober to get housing - people can get housing and then work on issues. She acknowledged the assistance of Council funding to stabilize services through Community Outreach, Inc. She believes the Council's commitment as community leaders to helping resolve the problem is important.

Joan Collison spoke on behalf of people who are without homes, noting that they are individuals but are combined into a group and termed "the homeless." She is a member of the CDDC board and said First Christian Church did a good job providing a place for people to get off the streets during the day. The CDDC closes at 2:00 pm each weekday. She noted that much work remains, and she appreciated the City's funding of the CDDC thus far. She reported that the CDDC has been able to transport people to the hospital and to detoxification facilities in Eugene. If the facility Ms. Ross referenced (a burned apartment building owned by Ed Epley and located at NW 17th Street and NW Harrison Boulevard) can be retrofitted, it would be a great benefit for the community. She invited Council members to visit the CDDC and get acquainted with people.

Bob Stebbins has been involved in helping homeless people for a long time. He acknowledged that the City does a lot to help homeless people, but it does not provide long-term, permanent, residential assistance for people without jobs. He noted the situations of three people, for whom long-term housing would help them address health issues and obtain services.

Tom Garbacikc is a member of First Christian Church, which has housed the CDDC for the past year. He noted that the CDDC received some CDBG funding. The CDDC is open from 9:00 am until 2:00 pm most weekdays; during cold weather,, the Center is open longer. The Center provides opportunity for people to get off the streets, socialize, be in a non-threatening environment, have a point of contact, and collect personal mail. The Center is a good facility for socialization and service agencies to reach people who might otherwise be difficult to locate.

Mr. Garbacik acknowledged that it has not always been easy for First Christian Church to house the CDDC, but he was proud that the Church was able to provide the space for the Center's use. He noted that the CDDC Board has many partnerships; the CDDC operates without paid staff. The CDDC hosted a Project Service Connect resource fair at the Church the same day the County's ten year plan was unveiled. He explained that the fair was a cost-effective means of combining many services for a target population. He urged the Council to consider CDDC when it decides how to allocate CDBG and HOME funds.

Councilor Beilstein expressed confusion regarding the concepts of permanent, supportive housing and emergency shelter. If all homeless people were in permanent, supportive housing, he presumed that emergency shelter would not be needed. He surmised that a major need in Corvallis is an emergency shelter which could serve as a transition point, the same as the CDDC serves as a transition point for people to access services. He questioned the role of an emergency shelter, if the community had permanent, supportive housing and whether both types of facilities are needed.

Ms Collison explained that sufficient space for everyone to live permanently would negate the need for an emergency shelter. She does not expect Corvallis to have sufficient permanent, supportive housing for all homeless people for some time; in the meantime, an emergency shelter is needed.

Mr Stebbins added that the CHSC is attempting to acquire and rehabilitate Mr. Epley's apartment building to house approximately 18 homeless people on a long-term basis. The cold weather shelter has served 30 people some nights this year. If the CHSC is successful with the apartment building project, an emergency shelter would still be needed for the rest of the homeless population.

Ed Epley became involved with many of the Corvallis volunteers during the late 1970s. Recently he spoke extensively with Aleita Hass Holcombe. He was impressed with the amount of volunteer time invested by Ms. Ross and Ms. Haas Holcombe in finding housing and making shelter arrangements, especially during bad weather. He sought a way to contribute. His apartment building at NW 17th Street and NW Harrison Boulevard was destroyed by fire last August. He considered turning over the building to CHSC and having it redesigned to best meet the needs of homeless people. The building will be redesigned with two five-bedroom units on the first floor and four two-bedroom units on the second floor. Ms. Ross and Ms. Hass Holcombe provided input regarding the criteria for potential occupants of the building, who would be chronically homeless people seeking transitional housing. He was concerned about having alcohol problems in the neighborhood, but he was assured that no alcohol would be on the premises. He observed that the majority of homeless people have problems with alcohol. His proposal would contribute to the community and pay tribute to people volunteering in the community to help others

Councilor Hervey thanked Mr. Epley and asked him to consider how the Council could support low income housing in Corvallis and make such housing economically viable for landlords. Councilor Daniels also thanked Mr. Epley for his generous donation.

Nancy O'Mara is Executive Director of Center Against Rape and Domestic Violence (CARDV). She thanked the Council for supporting CARDV's work. She reported that CARDV opened its confidential shelter during 2003, with support from City CDBG funds; the shelter is still functioning. She also thanked the Council for supporting WNHS and its permanent, supportive housing project which will assist survivors of domestic violence. CARDV is dedicated to providing the support services necessary for the residents of the housing project, so they can sustain safety and achieve stability and self-sufficiency after they establish homes away from violence. People who are homeless or at risk of being homeless have a variety of profiles. Victims of domestic violence will require emergency, confidential shelter for many years before they are safe enough to move to published addresses
Ms. O"Mara said CARDV will submit an application for CDBG fields to support a walk-in advocacy center where people may obtain guidance, classes, skill building, and access to resources for victims of domestic violence, so homes can be established and sustained away from abusive people.

Ms. O'Mara reported that domestic violence homicides increased in Oregon and Washington, with 18 domestic violence-related homicides during the preceding 30 days; all of the people who committed the homicides committed suicide. Research indicated that connections to domestic violence advocacy centers, such as CARDV, decrease the incidence of life-threatening injuries or homicides. She thanked the Corvallis community for its forward-thinking actions years ago in establishing the CARDV program.

Jim Moorefield, Executive Director of WNHS, said people who are homeless or have extremely low incomes cannot afford affordable housing, which tends to not have capacity for rents low enough for extremely low-income people based upon affordability standards (30 percent of income spent on rent and utilities). He said permanent housing for people who are homeless or have extremely low incomes can only be done without the cost of debt. To serve people in these situations rent assistance is necessary to subsidize the cost of housing and upkeep. The City's HOME funds could be used to provide rent assistance. He believes the best use of HOME grants is capital investment in long term solutions, rather than monthly rent assistance payments If multiple agencies provided rent assistance it might be possible to address the need. He opined that the County's ten-year plan to address homelessness could not be implemented without a source of rent assistance to serve those with the lowest incomes. He acknowledged that rent assistance is not an eligible use of HOME funds under the Consolidated Plan, without a Plan amendment.

Mr. Moorefield explained that CDBG and HOME funds would be only a part of the funding solution to developing affordable housing of more than two or three units per year. He cited, as an example, that the City provided 20 percent of the funding needed for the Alexander Court and Seavey Meadows projects. The other 80 percent of the funding will come from State, Federal, and private sources. He said the housing priorities of the City and the State are not synchronized. WNHS serves as a developer to pursue projects to benefit the community and receives City support but is denied State support because of differing priorities. He opined that the City should urge the State to support local affordable housing projects; City, State and agencies should coordinate efforts to ensure that Federal sources are aligned so projects can be accomplished.

In response to Mayor Tomlinson's inquiry Mr. Moorefield explained that the State established preservation projects as its top housing priority. Most of these projects are privately owned and have expiring housing restrictions and/or rent assistance. This is an important supply of housing, but Corvallis does not have many such properties. The State announced that its entire 2010 funding will

be allocated in one round, with one-half dedicated to preservation projects. The City was not consulted about how this funding decision would affect its efforts.

Mr. Weiss added that Corvallis has four preservation projects. Assisting preservation projects would not require modification of the Consolidated Plan, which includes a wider array of eligible activities than the State's Consolidated Plan and the State's funding priorities. Preservation projects could be funded as acquisition projects with or without rehabilitation to sustain affordable housing. The City could support such projects with local funds. The State does not include as a priority straight-forward, affordable housing projects for very low and extremely low income renters. Home ownership has some priority with the State, but not at the same level as with the City. There is a need to align the priorities of the City and the State.

In response to Councilor Daniels' inquiry, Mr. Gibb explained that staff could provide an analysis of options through a Council Request Follow-up Report.

Mayor Tomlinson suggested that the issue of conflicting City and State affordable housing priorities could be forwarded to the City Legislative Committee (CLC) for discussion with legislators and investigation regarding aligning projects to include preservation.

Councilors Raymond and Hervey concurred with forwarding the issue to the CLC.

Mayor Tomlinson surmised that staff's analysis could help determine what action to take, noting that the CLC will meet during late January prior to the February State Legislative Session.

Councilor Beilstein inquired whether the State's emphasis on preservation projects favored a few communities in Oregon or whether other communities were in a similar situation as Corvallis in terms of not receiving State CDBG funding because of the State's priorities.

Mr. Moorefield responded that he did not believe the scenario Councilor Beilstein described was the situation. He did not know the distribution of preservation projects. He noted that much of the issue involves opportunity - Corvallis may have a project, but other factors must be in place before Corvallis agencies can apply for State funds. He does not believe that inequity was occurring.

Judy Hecht, Director of the South Corvallis Food Bank (SCFB), said SCFB received human services grants during the past six years. The City's Housing Division staff was very supportive, helping SCFB with the process. The City's allocations allowed SCFB to remain open, pay the majority of the facility's rent, and feed approximately 900 people each month. The human services funding is an important part of the SCFB, and she hopes the City can continue supporting the organization.

Ms. Hecht announced that the SCFB hopes, in two years, to apply for CDBG funding for development of a social services facility, which could be operated jointly with the South Corvallis Food Center, Benton County Health Department, Corvallis Environmental Center, Ten Rivers Food Web, and SCFB. SCFB's plan includes a meal site for South Corvallis families; a garden; cooking, gardening, and nutrition classes targeting eating habits and health; and an entrepreneurial, low-rent kitchen to help get food products to markets.

Councilor Hervey thanked Ms. Hecht for her work, noting the good work of SCFB and acknowledging the collaboration of the prospective project application, which fits well with the Corvallis Sustainability Coalition's goals of food sustainability in the community.

Joe Heaney is a member of the Samaritan Village Board of Directors. He explained that the Village offers 82 units of low-income housing for senior citizens. The Village has 90 residents. The Village previously received CDBG allocations, which funded enhancements to the Village - insulating windows, a lift to facilitate access between floors of the Village's central building, and an emergency generator. The Village is 40 years old and needs some age-related repairs. Over the years, through rents and HUD rent subsidies, the Village has been able to continue operating in fairly good condition. The Village needs new siding and roofs and is facing serious capital expenditures. The Village will seek CDBG funding this year. He invited Council members to visit Village residents.

Mayor Tomlinson closed the public hearing

Questions of Staff

Councilor Raymond thanked staff for its work with social service agencies. She noted the increasing needs and the collaborative efforts of community members.

ATTACHMENT C:

CORVALLIS HOUSING AND COMMUNITY DEVELOPMENT COMMISSION MEETING MINUTES

COMMUNITY DEVELOPMENT BLOCK GRANT & HOME PROGRAM PROPOSAL PRESENTATION SESSION

Meeting of February 16, 2010

Present
Judy Gibson, Chair
Ed Fortmiller, Vice Chair
Buzz Berra
Michael L'Heureux
Jennifer Jordan
David McCarthy
Tad Abernathy, Planning Commission Liaison
Jeanne Raymond, City Council Liaison

Absent
Robin de La Mora
Sherry Littlefield

Staff
Kent Weiss
Lauren Sechrist
Terri Heine

Visitors
Carol Trueba, WNHS
Jim Moorefield, WNHS
Brigetta Olson, WNHS
Matt Holton, WNHS
Rich Donovan, Community Outreach
John Hogan, Grace Center for Adult Day Services
Nancy Klahn, Parent Enhancement Program
Kelly Noland, Parent Enhancement Program
Margaret Mellinger, South Corvallis Food Bank
Judy Hecht, South Corvallis Food Bank
Michelle Maddux, Benton Furniture Share
Melissa Moser, Old Mill Center
Kati Queener, Old Mill Center
Cindy Bond, Old Mill Center
Aleita Hass-Holcombe, Corvallis Daytime Drop-in Center
Pauline McGinty, Corvallis Daytime Drop-in Center
Ann Craig, Jackson Street Youth Shelter
Helen Higgins, Boys & Girls Club
Becca Meskimen, Boys & Girls Club

SUMMARY OF DISCUSSION

Agenda Item	Action/Recommendation
I. Consideration & Approval: HCDC Draft Minutes of January 20, 2010	Approval
II. Status: Loan Funds and Recent Rehab Loans	Information Only
III. FY 10-11 Human Services Fund Proposal Presentations	Discussion

CONTENT OF DISCUSSION (Excerpted to include only proposal presentation session minutes)

III. FY 10-11 Human Services Fund Proposal Presentations

Weiss directed Commissioners to the schedule included in their packet noting the order that agencies would be presenting their Human Services Fund (HSF) proposals this evening. He noted that staff had also included a summary memo that provides background on each proposal, as well as a chart showing each agency's funding request along with investment amounts per beneficiary as proposed. Weiss reminded Commissioners that although program funding amounts have not been announced yet by HUD, staff is assuming a flat CDBG allocation for FY 10-11. This would provide the City with a program total of $535,000, meaning that up to $80,000 is allowed to be spent on Human Services programs under the 15% CDBG Public Services cap. The total amount being requested by the agencies for FY 10-11 is $194,850.

Continuing, Weiss noted that nine of the ten agencies seeking funding are current year recipients. Returning agencies will have ten minutes for their presentation and the Grace Center, as a "new" applicant, will have fifteen minutes to present information and answer questions. Community Outreach is presenting two proposals and will have 20 minutes. In addition to a HSF proposal, Willamette Neighborhood Housing Services (WNHS) will be presenting a request for CDBG funds to support a microbusiness development program, and for HOME CHDO operating funding. They will have a total of 25 minutes for these proposals.

Weiss noted that WNHS will be the evening's first presenter. The first request will be for $8,000 to fund their Financial Literacy program and the second request will be for $25,000 to fund their Linn-Benton MicroBusiness program. WNHS's final request this evening will be for $20,000 in CHDO operating funding.

Representatives from WNHS arrived. Carol Trueba, Board President, introduced herself and thanked the Commission for their continued support of WNHS's programs throughout the last several years. She then introduced Jim Moorefield, Executive Director. Mr. Moorefield noted that over the years, WNHS has expanded the number of programs it offers and the services provided by these programs all tie together to assist those who are low-income, adding that the economy depends on the people who are on the lower end of the wage scale. He noted that it's important to remember that those who live on limited incomes need housing, food, jobs, and the knowledge of how to manage their money. WNHS offers programs that addresses all of these areas. Mr. Moorefield noted that the first proposal to be presented would be requesting $8,000 to support the Financial Fitness program. He then introduced Brigetta Olson, WNHS's Deputy Director. Ms. Olson noted that the Financial Literacy program consists of two primary components: a Financial Future class and the Valley Individual Development Account (VIDA) program. The VIDA program is a matched savings program; clients receive $3 for every dollar they save up to a combined total of $8,000. The VIDA funds can be used toward the down payment for a home, a start-up or extension of a business, and sometimes toward the cost of continuing education if enough funds are available.

Continuing, Ms. Olson noted that the Financial Literacy program was started nine years ago in order to help clients to responsibly manage their personal finances and, in turn, become more stable financially. The average household income for Financial Fitness class participants from Corvallis is $26,000. Ms. Olson noted that the Financial Fitness program's structure will change next fiscal year when the classes become slightly shorter (8 hours instead of the current 12) with more focus on individualized case management and credit counseling. WNHS will also be targeting more

participation from residents who live in the 175 units of multi-family housing owned by the agency, potentially offering onsite classes. Ms. Olson then shared the story of a past client who started receiving services from the program three years ago because she wanted more financial stability. The client successfully paid down a large amount of debt during the next two years while improving her credit score. During this time, she also saved enough money to recently purchase her first home. Ms. Olson noted that this client is an example of the hard-working, dedicated people who deserve the opportunity to acquire knowledge and skills that can improve their lives.

Chair Gibson thanked Ms. Olson for her presentation. Mr. Moorefield then noted that the next proposal for $25,000 to support the Linn-Benton MicroBusiness Program (LBMP) will be presented by Matt Holton, MicroBusiness Program Coordinator. Mr. Holton noted that the LBMP is in its fifth year of operation and partners with Linn-Benton Community College's Small Business Development Center to offer a 12-week, 36 hour workshop to help low income people successfully start and operate their own microbusiness. LBMP provides a combination of classroom education, one-on-one counseling, technical assistance, access to capital, and access to ExperienceXchange, a mentoring program provided in coordination with the Corvallis Independent Business Alliance (CIBA), Downtown Corvallis Association (DCA), and the Chamber Coalition. Mr. Holton noted that the primary goal of the program is to help low income people build assets and decrease their dependency on public assistance. He added that given the current state of the economy, the program is more crucial than ever. The number of participants continues to increase and their individual situations are even more challenging than in years past. During the last year, 80% of all LBMP participants have been considered very low income (earning less that 50% of the Corvallis Area Median Income). Mr. Holton noted that recent enhancements to the LBMP include a partnership between ExperienceXchange and MicroMentor. Through MicroMentor's online platform, participants are able to view profiles of and engage with local mentors, as well as nearly 1,700 national mentors. Another recent enhancement includes a "bootcamp" for food business entrepreneurs. The 40-hour workshop blends food science, business planning and sustainability, and will feature local entrepreneurs and experts as speakers. The intent of the workshop is to create a group of food business owners who can support one another throughout the process of establishing a local food business, enriched by mentors from existing food businesses in western Oregon. Following a brief overview of a client's experience of starting a successful business through the LBMP, Mr. Holton noted that participants receive ongoing support from the program for up to two years after enrollment. This continued support includes networking sessions, individual counseling, and continued access to LBMP-sponsored tradeshows, financial assistance programs, and other LBMP marketing opportunities.

Commissioner Berra asked how people find out about the availability of the LBMP. Mr. Holton responded that WNHS does do some marketing and public relations work, but most people learn of the program through word of mouth. Chair Gibson asked what percentage of the small businesses started by LBMP participants are still operating. Mr. Holton noted that WNHS performs an annual survey to find out how healthy the businesses are, if they have hired employees, and how much profit they are generating. The most recent survey found that 55% of the small businesses were still operating successfully. Ms. Olson added that the national average usually falls between 30% and 40%. Councilor Raymond asked if the LBMP marketing efforts have included students at Oregon State. Mr. Holton noted that past outreach efforts have targeted the Corvallis community in general, but not specifically students at the college. He added that there is ongoing contact with OSU with regard to the recent food business "bootcamp." Mr. Moorefield noted that there has also been interaction in the past with students enrolled in OSU's Austin Entrepreneurial Program. Mr. Holton agreed that it may be a good idea to explore other opportunities at OSU as well.

Chair Gibson thanked Mr. Holton for his presentation. Mr. Moorefield then provided a brief overview of WNHS's request for Community Housing Development Organization (CHDO) operating funds in the amount of $20,000. He thanked the HCDC for its recommendations for CHDO operating funding in past years, noting that it has been critical to WNHS's ability to improve its operating stability in the midst of the risks and uncertainty of real estate development and securing financing for affordable housing projects. Mr. Moorefield noted that the CHDO support helps WNHS adapt financially when large projects are carried out over two or three years, sometimes delaying the developer fees that it relies on for operating revenue.

Chair Gibson thanked the WNHS representatives for their presentations. Following their departure, Weiss noted that the next presenter will be Community Outreach, Inc. (COI), which will be presenting two proposals. The first request will be for $18,500 to fund their Behavioral Health Services program. The second request will be for $23,500 for their Permanent Supportive Housing program.

Rich Donovan, Executive Director of COI arrived. Mr. Donovan noted that the first proposal he would be presenting is for COI's Behavioral Health Services program. He provided a brief history of how this program came to be, noting that about five years ago, COI embarked on a path to see whether it could provide mental health counseling and drug and alcohol treatment services to the uninsured, homeless and working poor in the community without any kind of insurance reimbursement. Mr. Donovan noted that the City was helpful in providing some of the first funding toward this effort, and over the years, COI has become a fully-licensed treatment program. He added that the unique relationship the agency has had with the City through the years has helped COI secure funds from other sources for all of its various programs. Mr. Donovan noted that the goal of the Behavioral Health Services program is to treat as many people as possible who suffer from mental illness and/or drug and alcohol abuse, and who have no insurance. Through group and individual therapy sessions, COI staff are able to identify appropriate medications and provide the kind of treatment that helps clients stabilize their lives with the hope that they will move into more permanent, self-supporting situations, of which housing is always the biggest challenge. Mr. Donovan noted that COI has had much success with the program over the five years since its inception. During the past year, 543 contact hours were spent with 29 mental health clients through the mental health counseling services. During that same time period, 4,426 contact hours were spent with 42 individuals through the alcohol and drug treatment services. Mr. Donovan noted that COI is requesting additional funding for next fiscal year because the demand for the services has increased significantly as more people are experiencing the loss of their jobs, insurance, and/or homes. He added that this program provides services for people in the community as well as for those residing at COI's facility. COI also works closely with several other agencies in the area, including Samaritan Mental Health. Mr. Donovan noted that COI has actively supported more than 25 clients discharged from Samaritan's Mental Health Unit this past year, many of whom would have otherwise been homeless and living on local streets. He concluded by noting that he feels this program and the related collaboration between COI, the City, Samaritan Mental Health, and many other agencies is a model program and unique in that it isn't found in most communities. He then thanked the Commission for their past support of COI's programs.

Councilor Raymond asked if the Behavioral Health Services staff is a full-time employee and if the person provide services outside of COI's facility, such as at the Corvallis Daytime Drop-in Center (CDDC). Mr. Donovan responded that the requested funding will support a full-time employee, adding that COI has had contact with a CDDC representative and offered to do some assessment work there, but just as COI's Treatment Director was about to begin the process, the CDDC hired

their own person to do this. He added that the Behavioral Health Services staff does travel to the Benton Plaza to meet with clients of COI's Permanent Supportive Housing program there. Councilor Raymond then noted that CDDC's Project Action office has had difficulty finding stable funding and asked if COI would be able to absorb some of the services in the event that Project Action is no longer able to. Mr. Donovan responded that because of the recent confusion regarding CDDC's request for COI's help with the assessments, then subsequently hiring their own person, he is not clear whether they truly need COI's help. He added that if the CDDC does need help in the future, he is willing to have that discussion, but noted that COI continually searches for stable funding itself. Councilor Raymond then noted that there has been some concern on the City Council regarding the homeless and younger people who are causing disruptions in the Central Park area. She asked if COI has been having any discussions about this problem. Mr. Donovan responded that he has been discussing this issue with many people as it is many times assumed that those hanging out in different areas around town are COI clients, adding that most of the time, they are not. He noted that COI requires its clients to actively take part in treatment services, job searches, and researching child care options in order to be able to stay at the facility. Regarding the issue in the Central Park area, he noted that he is a member of the Community Policing Forum and that the police continue to try to find a balance where people can use the park without being harassed. Commissioner Berra noted that last year's proposal projected the provision of services to 120 clients in FY 09-10, but through mid-year only 23 have been served. Mr. Donovan noted that staff position for the program was not fully funded until September, so the program did not begin providing services until then. He added that they are also reconfiguring the program as it evolves because the demand for services is so high. In order to serve a larger number of clients, more group therapy sessions will be held while the number of intensive, individual sessions will decrease.

Mr. Donovan began his presentation of COI's second proposal of the evening, for their Permanent Supportive Housing program. He noted that approximately one year ago, COI had agreed to absorb the program services of Mid Valley Housing Plus, which was ceasing operations due to funding difficulties. Since taking over the program, COI has been successful in its efforts to keep people in their homes through of variety of supportive services. Nearly all of the 50-60 clients have incomes at or below 30% of the Corvallis median income, and in addition, all clients have a mental illness and/or are elderly/frail elderly. Most of the clients reside in the Benton Plaza and Julian hotels, but the program serves a few other clients living elsewhere in the community as well. The primary purpose of the program is to assist clients in managing their illnesses or disabling conditions so they may continue to live independently and not succumb to homelessness, an addiction, or criminal behavior. Mr. Donovan noted that most clients take multiple medications and COI works closely with a volunteer pharmacist from the OSU College of Pharmacy who creates pre-packaged packs of medication for each client. He added that COI also collaborates with many other area social service providers to ensure that Permanent Supportive Housing clients are able to benefit from all resources available to them.

Chair Gibson noted that the proposal states that staffing for the program will go from 1.4 FTE in June 2009 to a projected 3.4 FTE in July 2010, and asked if the services to clients are being expanded. Mr. Donovan responded that COI will be able to offer additional services as they have received funding to hire an additional case manager, as well as funding that will help to provide additional onsite supervision.

Chair Gibson thanked Mr. Donovan for his presentations. Commissioner Abernathy arrived. Weiss noted that the next presentation will be from the Grace Center for Adult Day Services. Their funding request is for $20,000 to provide scholarships to client families that cannot afford the full

cost of program participation. John Hogan, Executive Director of the Grace Center for Adult Day Services arrived. Mr. Hogan thanked the Commission for their past support of the Grace Center's program. He noted that the Grace Center is much more than a place for frail participants to be during the day as it offers several services: nursing assessment and care management, therapeutic exercise, health monitoring, and cognitive and social stimulation that stabilize and improve participants' physical and mental functioning. These services make it possible for participants to continue to live at home with family members or in community-based adult foster care homes, delaying or avoiding nursing home placement. Mr. Hogan noted that approximately 75% of the program's participants and their families benefit from the scholarships offered by the Grace Center. He added that on average, 20 Corvallis clients take part in the Grace Center's programs each month.

Commissioner Jordan asked if the agency has other funding resources to help support the scholarships. Mr. Hogan responded that a portion of the scholarship funds are provided by United Way, as well as through several donations that the agency receives throughout the year. Commissioner Abernathy asked how many people the Grace Center plans to serve during FY 10-11. Mr. Hogan noted that it is projected that approximately 20 individuals will be served each month. Commissioner Abernathy noted that the proposal specifies that the number of clients to be served will be ten, and asked for clarification. Mr. Hogan explained that it is difficult to accurately track the average number of clients the agency serves each day, as some clients choose to use the facility daily while others are there only one day every week.

Chair Gibson thanked Mr. Hogan for his presentation. Following his departure, Weiss noted that the Parent Enhancement Program (PEP) would be presenting next. Their request is for $15,000 to fund their Parenting/Adult Life Skills/Home Visiting program. Representatives for PEP arrived and introduced themselves as Nancy Klahn, Executive Director, and Kelly Noland, Office Manager. Ms. Klahn provided a brief overview of PEP, noting that the agency is celebrating its 20th year of service. The agency provides supportive services designed to reduce the risk of child abuse and maltreatment by educating and empowering pregnant and parenting teenagers and young parents age 13 through 25 to be successful individuals capable of leading strong, nurturing families. In 2009, the agency served more than 300 young mother, fathers, and children in Corvallis. She noted that the additional funding requested tonight will allow PEP to enhance and expand the services it provides such as in-home parenting education, parenting and adult skills classes, childcare, coordination of parent volunteer opportunities, ongoing parenting education and child development related materials. PEP also purchases child safety equipment, such as car seats, for their clients. Ms. Klahn noted that with help from the Corvallis School District, PEP offers computer stations where clients can work on their GED certification, noting that the GED program includes accommodations for Spanish speakers. She concluded by noting that PEP was nominated this year for Non-Profit of the Year in Corvallis during the Chamber's Celebrate Corvallis event.

Commissioner Jordan asked how PEP's program differs from the Old Mill Center's Rally Around Families Together (RAFT) program. Ms. Klahn noted that the Old Mill Center's RAFT program targets children and their families with mental health issues; PEP does not require its clients to have had a mental health issue diagnosis. She added that PEP works very closely with the Old Mill Center's RAFT program as they share approximately 75% of the clients. Staff from both agencies meet monthly to review how their common clients are doing.

Chair Gibson thanked Ms. Klahn and Ms. Noland for their presentation. Councilor Raymond announced that she needed to leave in order to attend City Council's meeting this evening. Following her departure, Weiss noted that the next presenter will be the South Corvallis Food Bank

(SCFB) which is requesting $11,700 to cover the cost of the agency's facility rent in the coming year. Representatives for the SCFB arrived and introduced themselves as Margaret Mellinger, Board President, and Judy Hecht, Executive Director. Ms. Hecht noted that the SCFB is a volunteer-run emergency food box agency located in South Corvallis, providing at least a five-day supply of food once a month to low income clients. In 2009, the SCFB served an average of 223 households per month. Using an average of 3.6 individuals per household, food was provided for 802 individuals per month in 2009. All of the households that receive food boxes are low income as defined by the City, and approximately 90% of clients fall into the City's extremely low income category. The target population includes the mentally ill, people with alcohol and/or drug addictions, the elderly, people who are physically or developmentally disabled, and homeless individuals. About 41% of those served in 2009 were children. Using the USDA average of 1.28 pounds of food per person per meal, the SCFB provided 159,059 meals in 2009, and expects to provide 5% more in FY 10-11. Ms. Hecht noted that a more food-secure South Corvallis will result in a healthier population, both physically and mentally, and help people to be more productive in the work force. She added that when the stress of food insecurity is relieved, people can work on other aspects of their lives such as searching for a job. Well-nourished children are also able to concentrate better in school, resulting in adults that are more capable of contributing to their community. Concluding, Ms. Hecht noted that FEMA funding pays for a portion of the food the SCFB distributes, and funds from other small grants and individual donations provide for additional food needs, as well as expenses such as utilities, phone, and insurance. The funding requested tonight would be used to pay the rent for the agency's facility.

Chair Gibson thanked Ms. Hecht and Ms. Mellinger for their presentation. Following their departure and a short break, Weiss noted that the next presenter will be Benton Furniture Share (BFS). Their request is for $11,500 to continue their service of delivering donated furniture to CDBG-qualified Corvallis populations. Michelle Maddux, Executive Director of BFS arrived. Ms. Maddux provided a brief overview of BFS, explaining that the agency has a dual mission: 1) to administer the redistribution of quality used furniture at no cost to individuals and families in need, and 2) to divert items that might otherwise go to the landfill. She noted that BFS selects the families it serves through referrals from more than 65 social service agencies, adding that there has been a 94% increase in the number of clients served between FY 07-08 and the second quarter of FY 09-10. Ms. Maddux noted that BFS's services can add to the quality of clients' lives through increased comfort and safety in their homes, eating meals together, improved family interactions, and the ability to sleep comfortably. She added that although BFS is instrumental in giving clients a sense of dignity and helping to make their house feel more like a home, the agency does not qualify for many types of funding because they are not directly providing housing or food. Ms. Maddux noted that BFS plans to continue to promote community awareness and hopefully gain additional funding through private and individual donors. They also plan to increase their volunteer base and the number of fundraising events. Ms. Maddux noted that during FY 08-09, volunteer hours tripled and the amount of donated furniture doubled.

Commissioner Jordan noted that the Board minutes from December included in the funding request report that BFS has a budget shortfall, and only enough funds to operate through May. She asked if this is still the case. Ms. Maddux responded that this is still correct if the agency remains at its current staffing level of 1.5 FTE. Commissioner Jordan asked if this financial situation happens often. Ms. Maddux acknowledged that this has been a fairly common scenario during the past year and a half; sometimes the agency has had to operate month-to-month, but has been able to continue its services for the most part without interruption. Commissioner L'Heureux asked what BFS is anticipating beyond May, in terms of finding additional funding solutions. Ms. Maddux noted that

she will continue to submit applications to different funding resources, as well as keeping the lines of communication open with current donors and funders, which has been beneficial in the past when the agency has experienced a financial shortfall. Commissioner Abernathy asked why over recent years, the actual number of clients served is much larger than what was originally projected. Ms. Maddux responded that the number of proposed clients is always a conservative number, with the hope that BFS will actually be able to serve many more, which has turned out to be the case in recent years.

Chair Gibson thanked Ms. Maddux for her presentation. Following her departure, Weiss noted that the Old Mill Center (OMC) will be presenting next. Their request is for $28,650 to support their RAFT program. Representatives from OMC arrived and introduced themselves as Melissa Moser, OMC Programs Director, Kati Queener, Healthy Start of Benton County employee, and Cindy Bond, OMC Early Education Director. Ms. Moser thanked the Commission for their support of OMC's programs throughout the last several years. Ms. Queener noted that Healthy Start of Benton County has a close collaborative partnership with OMC. She then provided a brief overview of OMC's Rally Around Families Together program, noting that it is the goal of RAFT services to reduce the maltreatment of children. This is accomplished by working with high-risk families that have drug and alcohol, domestic violence, mental health, and poverty issues and getting them into intensive therapeutic group and individual services while the children are between the ages of birth to three years, when the greatest impact can be made. Ms. Queener noted that this is also the prime age to focus on increasing a child's readiness to learn. Outcomes that are expected include an increase in children's ability to demonstrate developmentally appropriate social/emotional, motor, cognitive, and language skills; decreasing the stress level of parents; increasing the attachment between parents and their children; and increasing the time parents read to their children. In addition, there will be no confirmed reports of child neglect or abuse; parents will remain clean and sober while participating in the program; and parents will use emergency room services only for true medical emergencies (instead of as primary care).

Continuing, Ms. Bond noted that the Relief Nursery system, the model for the RAFT program, has been in existence in the state of Oregon for more than 30 years. The OMC began the framework for its RAFT program 10-12 years ago, and has been up and running for almost three years now. Ms. Bond noted that the RAFT is one of four programs in the state that has been identified by the State Relief Nursery Association as an official "emerging relief nursery" and is slated to receive state funding within the next two years. OMC currently provides RAFT program services one day per week. Services include library activities, parent education activities, and a parent mental health support group. Families may also access the Clothes Closet for themselves and their children, and because transportation is often a significant barrier to these families, OMC also provides gas and bus vouchers as necessary.

Presenting a chart that showed a comparison between the traditional Maslow's Hierarchy of Needs and the outcomes and services provided through the RAFT program, Ms. Queener noted that it is the goal of the RAFT program to have parents be productive and contributing community members upon completion of the program. The traditional Maslow goals stop at acquiring self-actualization. She explained that the RAFT program expands on the traditional needs scale through the following: 1) support for sobriety; 2) connecting families with needed resources; 3) creating a family safety net; 4) bringing families together; 5) building family self-esteem; and 6) program completion. Ms. Queener concluded by sharing the story of one of the families that has benefitted from the RAFT program's services, noting how the services were essential in helping the family keep their housing.

Commissioner McCarthy asked if it is known whether the services provided by RAFT have long-term benefits. Ms. Queener responded that it is always a goal for the program to have a positive, long-term effect for the families. Ms. Moser added that there is a continuum of care provided through the collaborative partnership between OMC and the Benton County Mental Health Department. Weiss noted that it was mentioned earlier in the presentation that there is hope that the state will soon be providing some funding for the RAFT program and asked for clarification as this funding was not included in the proposal as a possible additional funding resource. Ms. Bond responded that it will hopefully be known by the end of the current legislative session whether OMC will be receiving state funding in the near future, but the agency has recently learned from a local legislator that the funds may not be available until 2013.

Chair Gibson thanked Ms. Moser, Ms. Queener, and Ms. Bond for their presentation. Following their departure, Weiss noted that the next presenter will be the Corvallis Daytime Drop-in Center (CDDC). Their request is for $18,000 to help fund the agency's operating expenses, specifically rent, liability insurance and bookkeeping costs. Representatives from the CDDC arrived and introduced themselves as Aleita Hass-Holcombe, Board President, and Pauline McGinty, Board Member. Ms. McGinty noted that when she first started volunteering for the agency, it was a peer/consumer-operated drop-in center known as the Circle of Hope. During that time, there was a group of people from different churches in the community that became a sounding board for the agency's clients. Gradually, many of these people from the various churches became members of the agency's current Board of Directors along with homeless representatives. The CDDC has moved several times throughout the years due to a variety of reasons. Ms. McGinty noted that in early 2009, the CDDC worked out a lease arrangement with the First Christian Church to use space in the basement of the church building on the corner of SW 6th and Madison. A mental health outreach worker has recently been hired to help people acquire social security cards and/or apply for benefits such as SSI and disability when applicable. Ms. McGinty noted that it looks promising that the CDDC will be able to continue operating in the church's basement long-term.

Continuing, Ms. Hass-Holcombe noted that the CDDC, as a 501(c)3 agency, serves as an umbrella agency for several services, including the drop-in center. She added that the drop-in center serves as a triage space where relationships can begin to be built with clients, and where volunteers can begin to find out what clients' individual needs are. Once a client's needs are known, volunteers are able to help them locate the appropriate service provider. Ms. Hass-Holcombe noted that the Project Action office, also under the umbrella of the CDDC, serves as an information and referral site, but is also able to respond to ongoing client needs that may require more than a quick response. She added that the Project Action office is staffed by volunteers, including an AmeriCorps VISTA.

Commissioner L'Heureux asked for more information regarding the CDDC's plans for its facility location in the long-term. Ms. McGinty noted that although it looks promising that they will be able to remain for quite some time in the basement of the First Christian Church, it is hoped that someday they will be able to operate from their own permanent space. Commissioner Berra asked how many clients are typically served in an average day. Ms. McGinty responded that the average number of clients served is about 40 per day.

Chair Gibson thanked Ms. Hass-Holcombe and Ms. McGinty for their presentation. Following their departure, Weiss noted that the Jackson Street Youth Shelter (JSYS) would be presenting next. Their request is for $15,000 to underwrite an expansion of services for their Transitional Living Program. Ann Craig, Executive Director of the JSYS arrived. She noted the JSYS's Transitional Living Program (TLP) currently provides longer-term shelter to homeless youth ages 16 to 18, using the same facility in which they provide emergency shelter to youths ages 10 to 18. There has been

an increased demand for many of JSYS's services over the past year, notably the increase in older, "truly homeless" youth seeking help. Ms. Craig noted that it is anticipated that 24 new residents will be served next year through the TLP and an additional 30 non-resident clients will be assisted through outreach and day services. This increase in service will be aided by recent shelter facility upgrades, and beginning last month, increased bed capacity (from 9 to 12 total), as well as JSYS's new program that allows them to house 18-year-olds for limited periods. Ms. Craig noted that it is hoped that in the next few years, JSYS, in partnership with other agencies, will begin providing separate housing for transitional-age homeless or at-risk youth ages 16 to 24. Next year as part of the TLP expansion, JSYS will increase caseworkers' knowledge and skills through trainings, and begin to work even more closely with Community Services Consortium's (CSC) Youth Programs to provide older youth with job training and placement. Staff will continue to offer Transitional Living Workshops, providing instruction on practical skills for independent living, such as apartment hunting, budgeting/finance tools, and grocery shopping and cooking skills. Concluding, Ms. Craig noted that most shelter residents are in school during the day, so opening the shelter for two hours at mid-day will allow JSYS staff to offer meals, showers and clean clothes as a means of outreach to older youth who are underserved, primarily homeless and/or unschooled, and who would be reluctant to enter into the rules and supervision required for resident clients.

Commissioner Jordan asked if the youth receiving TLP services stay overnight at the shelter and/or if JSYS has any units in the community providing transitional housing. Ms. Craig responded that there is limited space at the shelter facility to house the older youth, but it is hoped that they will be able to provide additional community units in the future. Commissioner Jordan asked if JSYS works with other social service agencies in the community. Ms. Craig responded that JSYS collaborates with a large number of other agencies in the area, not only to be sure that clients are receiving the services and benefits available to them, but also to be sure that there is not a duplication of services being offered.

Chair Gibson thanked Ms. Craig for her presentation. Following her departure, Weiss noted that the final presenter this evening will be the Boys & Girls Club of Corvallis. Their funding request is for $25,000 to fund their Lincoln Lion's Den program. Representatives from the Boys & Girls Club arrived and introduced themselves as Helen Higgins, Executive Director, and Becca Meskimen, Program Director. Ms. Higgins provided a brief overview of the Lincoln Lion's Den (LLD) program, noting that it is an after-school academic and enrichment program operating at Lincoln School in South Corvallis. The children who attend the after-school program are primarily from low-income, high-poverty families, and most are currently below grade level academically. During homework time each day, students are provided one-on-one tutoring. After homework time, students take part in interactive learning activities focusing on a large range of topics. These enrichment activities, as well as the availability of organized sports, allow students the opportunity to participate in activities they may not otherwise be able to. Ms. Higgins noted that another important component of the LLD program is that it provides a safe, supervised, and positive place for the children between 2:30 and 5:30 each school day, adding that the children also receive a daily meal before heading home.

Beginning her presentation, Ms. Meskimen noted that each year, Lincoln School students' success is measured through the achievement of the stated goals as detailed in the Oregon Assessment of Knowledge and Skills tests. Success is also measured through a decrease in behavior issues and absences from the classroom. Ms. Meskimen noted that beginning this school year, LLD student assessment tests will be handled entirely by LLD staff and approximately 30 volunteers over the next eight weeks. The LLD staff have also recently stepped up their recruitment of OSU interns as additional staff for the program. These students are typically early childhood development and

education majors who will have the opportunity to gain experience working with children from unstable home environments, learning English as a second language, and living in poverty.

Commissioner Abernathy asked if the Corvallis School District helps with funding the LLD program. Ms. Higgins noted that no funding is received, but the Boys & Girls Club does not pay for the space it uses for the LLD program at Lincoln School. Commissioner Berra asked if the program only operates during the school year. Ms. Higgins responded that the program is open only during the school year and does not operate through the summer months. Chair Gibson noted that the December board meeting minutes included with the proposal make a reference to the LLD program being down $17,000 because it has not met its anticipated participation goal for members, but the numbers being reported to the City show participation is higher than proposed last year. Ms. Higgins responded that it is typical for the population in the Lincoln School area to move a lot. Earlier in the year, many families moved out of the community, but recently the numbers are moving back up, mostly due to Lincoln School's efforts to recruit children into the LLD program.

Chair Gibson thanked Ms. Higgins and Ms. Meskimen for their presentation. Following their departure, Weiss reminded Commissioners that the CDBG/HOME Program capital project proposal presentations will take place during tomorrow's meeting, which will begin at 5:00 p.m. He noted that following all of tomorrow evening's presentations, the HCDC will discuss and develop a set of recommendations for funding allocations to be forwarded to the City Council for their consideration and approval in April.

There being no further business, the meeting was adjourned at 8:30 p.m.

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ATTACHMENT D:

CORVALLIS HOUSING AND COMMUNITY DEVELOPMENT COMMISSION MEETING MINUTES

COMMUNITY DEVELOPMENT BLOCK GRANT & HOME PROGRAM PROPOSAL PRESENTATION AND ALLOCATION RECOMMENDATION SESSION

Meeting of February 17, 2010

Present
Judy Gibson, Chair
Ed Fortmiller, Vice Chair
Buzz Berra
Robin de La Mora
Michael L'Heureux
Jennifer Jordan
David McCarthy
Jeanne Raymond, City Council Liaison
Tad Abernathy, Planning Commission Liaison

Absent
Sherry Littlefield

Staff
Kent Weiss
Joe DeMarzo
Lauren Sechrist
Terri Heine

Visitors
Aleita Hass-Holcombe, Corvallis Daytime Drop-in Center
Pauline McGinty, Corvallis Daytime Drop-in Center
Lee Mason, Corvallis Daytime Drop-in Center
Barbara Ross, Corvallis Homeless Shelter Coalition
Jonathan Hayes, Corvallis Homeless Shelter Coalition
Jim Gouvia, Corvallis Homeless Shelter Coalition
Carol Trueba, WNHS
Jim Moorefield, WNHS & CARDV
Garrick Harmel, WNHS
Lorena Reynolds, CARDV
Mark Kellenbeck, Cascade Management & Samaritan Village
Joe Heaney, Samaritan Village
Pat Curran, Samaritan Village

SUMMARY OF DISCUSSION

Agenda Item	Action/Recommendation
I. Agency Presentations: CDBG and HOME Program Capital Project Proposal Presentations	Discussion
II. Deliberations	Recommendations

CONTENT OF DISCUSSION

I. Agency Presentations: CDBG and HOME Program Capital Project Proposal Presentations

Chair Gibson opened the meeting. Housing Division Manager Weiss noted that five proposals for CDBG and HOME capital project funding will be presented this evening. Following the presentations, each Commissioner will score each project. Weiss reviewed the scoring system to be used in order to rate and rank projects and activities. He noted that all applications must meet the threshold criteria of aligning with at least one Consolidated Plan goal, and must intend to carry out an eligible activity in order to be considered for funding. The remaining three areas to rank applications are as follows: 1) up to 30 points regarding project feasibility and cost reasonableness; 2) up to 20 points for developer/sponsor capacity; and 3) up to 15 points based on the proposed project's effectiveness and breadth in serving those with the lowest incomes.

In order to determine project feasibility and cost reasonableness, Weiss noted that the following five criteria should be considered:

- Readiness to Proceed (site control; appropriate zoning/zoning issues addressed; site and environmental reviews complete; relocation issues addressed; ability to begin construction/rehab within 12 months of signing grant agreement, complete a proposed improved property purchase within six months).

- Financial Feasibility (reasonableness of funding assumptions, basis of project financial estimates, reasonableness of development, construction and operating cost estimates).

- Financial Need (demonstrated need for CDBG and/or HOME funds due to lack of other adequate funding).

- Leverage (amount of funding requested in comparison to funding being provided from other sources).

- Demand for the project as demonstrated through a market analysis or other supportive evidence.

Regarding developer/sponsor capacity, the following three criteria should be considered:

- Capability (staff expertise, or ability to secure expertise needed to carry out proposed project/activity).

- Experience (past success in carrying out activities/projects of a same or similar size and nature; experience in receiving CDBG and/or HOME funding, and capacity to carry out activities in compliance with the regulations that apply to the CDBG and HOME programs).

- Post-project Service Capacity (plan for managing a property, if acquiring/rehabilitating rental housing, and plan for providing resident services needed by the population being served in such rental housing; plan for operating a community/public facility and ability to effectively serve its clients).

Weiss then explained that while CDBG funds do not require a period of affordability, this is a requirement of HOME funding, and that the scoring for HOME projects will include three points

for each five years committed to a period of affordability beyond the minimum required for each project. Also, the provision of HOME match is additional evaluation criteria for HOME projects. Three points will be awarded for each 5% increment of qualifying match relative to the amount of HOME funds requested up to the 25% target, and one additional point will be awarded for each 5% increment above the 25% target.

Weiss directed Commissioners to the schedule included in their packet noting the order that agencies would be presenting their proposals this evening. He noted that the first presenter will be the Corvallis Daytime Drop-in Center (CDDC), which is requesting $60,161 in CDBG capital funding for their Project Action Service Center project. Representatives from the CDDC arrived and introduced themselves as Aleita Hass-Holcombe, Board President, Pauline McGinty, Board Member, and Lee Mason, First Christian Church Officer. Ms. Hass-Holcombe passed out a hand out defining the CDDC's services and goals, noting that the agency's mission statement is as follows: "The corporation's mission is to respond to the significant needs of individuals, especially those experiencing homelessness, low income, and mental health issues by providing a dignified environment for recovery through practical assistance and advocacy." Mr. Mason noted that the vision of the First Christian Church (FCC) for the last 15 years has been to be a church that is anchored in downtown Corvallis and to serve the needs and minister to the people in the downtown community. He noted that the church owns property at 661 SW Jefferson and along with the CDDC, has been exploring options for how this property might help to broaden the mission of both the CDDC and the FCC. Ms. Hass-Holcombe noted that the funding being requested today would support a rehabilitation project for the church-owned building, adding that if the CDDC is able to begin providing services at the 6th & Jefferson site, it will have secured a permanent location for at least the next 30 years. She noted that the scope of work for the building includes creating a space for laundry services and secure storage in the basement, and a reception area, waiting room and conference room for the Project Action Service Center on the main floor. The main floor area would also include accessible shower and changing room areas.

Commissioner Abernathy noted that the CDDC has moved its location several times in the past and asked how likely the agency would be to stay at the 6th and Jefferson site if they did receive City funding to rehab the building. Ms. Mason responded that the FCC is committed to maintaining ownership of the building and to leasing it to the CDDC for an extended period of time. Weiss clarified that the CDDC's drop-in center will remain in the FCC's basement; as proposed, the building at 6th & Jefferson will contain only the CDDC's Project Action office. Commissioner Berra noted that when looking at the project's budget, it appears that the $60,161 being requested tonight is the only source of funding identified. Ms. Hass-Holcombe responded that the CDDC is hoping to acquire these funds in order to get started on the project. She added that they continue to identify necessary work and additional costs, such as installing a wheelchair lift rather than a ramp, that were not yet known when putting together the initial scope of work. Commissioner Berra agreed that projects typically end up costing much more than an original estimate, and asked if the CDDC has additional funding resources in case the amount requested today is not enough to fund the entire project. Ms. Hass-Holcombe responded that in the past, they have counted on the goodwill of the community to help close funding gaps. Commissioner Berra asked if the agency is confident that they'll be able to complete the rehab project with the $60,161 requested. Ms. McGinty noted that they are confident as the estimate was based on local costs, and the expertise of two local builders was used to determine the amount. Commissioner L'Heureux noted that while he believes this is a tremendously worthwhile project, he has had previous experience with similar rehab projects, and following a quick calculation this evening, feels that the $60,161 will fall far short of the actual amount, and in fact may be just a third of what will be necessary to complete the

project. He added that engineering and architectural costs, as well as a contingency for general cost overruns, are not included in the proposal. Commissioner L'Heureux suggested that it may be more reasonable to have additional resources of funding in place first, then bring the project back to request City CDBG funding at a later date. Councilor Raymond asked if the CDDC had experience working with rehab contractors when it was faced with relocation in past years. Ms. Hass-Holcombe noted that there were adjustments within past spaces, but they were minimal and temporary, and did not require the use of federal funds. Councilor Raymond noted she has heard that the need for shower and laundry facilities is important as there have been contagious outbreaks in homeless shelters in past years. Chair Gibson asked if the 6th and Jefferson property is in a historic district. Ms. Hass-Holcombe noted that it is not. Weiss noted that it would still need to go through a site-specific historical review as part of its environmental review process if the project is funded.

Chair Gibson thanked Ms. Hass-Holcombe, Ms. McGinty, and Mr. Mason for their presentation. Following their departure, Weiss noted that the next presenter will be the Corvallis Homeless Shelter Coalition (CHSC), which is requesting $500,000 in HOME capital funding for their Partners Place Housing First project. Representatives from the CHSC arrived and introduced themselves as Barbara Ross, Board Member, Jonathan Hayes, Contracts and Finance Committee Member, and Jim Gouveia, Operations Committee Member. Ms. Ross noted that the funding requested today would be used to rehabilitate and acquire a building located at 1661 NW Harrison to be used as a Housing First project. Mr. Hayes distributed a handout regarding the Housing First concept. He noted that this model is based on the idea that it is more productive to put the homeless in housing first than to insist they first be clean and sober, adding that the concept is "person-oriented" rather than "organization-oriented." Three key components of the Housing First model include 1) a simple application process that does not require numerous site visits and excessive documentation; 2) a harm reduction approach in which tenants are not required to be clean and sober in order to obtain or keep their housing; and 3) no conditions of tenancy that exceed the normal conditions under which any leaseholder would be subject, including participation in treatment or other services. Mr. Hayes noted that research has demonstrated the effectiveness of this model, particularly among people who have been homeless for long periods of time and have serious psychiatric disabilities, substance abuse disorders, and/or other disabilities. Following several studies of the Housing First model, there were four similar findings: 1) the Housing First model leads to higher rates of housing retention; 2) there is very little difference in the level of tenant substance use and psychiatric symptoms between Housing First and other continuum models; 3) participation in services is still relatively high in Housing First models, but lower than in continuum models where services are required as a condition of tenancy; and 4) tenants report having a better quality of life in Housing First models and value the independence and choice they have.

Beginning her presentation, Ms. Ross distributed handouts that included information regarding updates to the project since the funding request was submitted, as well as financial information showing a summary of the cost to acquire the building located at 1661 NW Harrison, an annual operating budget following a five month start up period, projected start up costs in detail, and projected monthly rental income. Updates to the project include a possible partnership with the Linn-Benton Housing Authority (LBHA). Ms. Ross noted that the LBHA board met last night and approved direction for the LBHA Executive Director to work with the CHSC to develop a memorandum of understanding. She added that the CHSC hopes the LBHA will serve as the property manager, and possibly the owner of the building as well; CHSC would continue to be the service provider for the clients living there. Ms. Ross noted that the CHSC is also preparing an

application to the state Housing and Community Services Department for Housing Plus Funds (a portion of which can be used for operating expenses), noting the CHSC has been told that their application will be considered if six bathrooms are added to the project so that each bedroom has its own bath. A local architect is working on a conceptual plan to modify the floor plan to accommodate the additional bathrooms. The CHSC has met twice with the Veterans Administration who have shown an interest in supporting 6 to 8 beds for veterans; CHSC's grant writer will continue to explore this funding resource. Benton County Mental Health has also shown an interest in potentially providing support for at least two homeless, mentally ill clients. Finally, the CHSC has begun work to prepare for a local fundraising drive, as well as planning a community wide fundraiser to take place on May 25.

Moving to the financial handouts, Ms. Ross noted that the rehabilitation and acquisition costs are projected to total $790,000 (this amount includes $75,000 to add the six additional bathrooms). Operating costs, following a five month start up period, are projected to be $90,600 annually. This includes the cost of hiring a case manager, as well as a weekend security person. In the instance that the building rehab work is completed so that services can begin in August 2010, but not enough funding has been secured to purchase the building until January 2011, a hypothetical five month operating budget has been created that totals $74,590. Ms. Ross noted that it is CHSC's goal to raise $75,000 in local donations in order to cover these costs during this period until the agency is able to purchase the property. She added that the plan is to lease the property from the owner at $3,000 per month, and if the CHSC is able to purchase the property at a later date, $1,000 of the monthly rent paid up to that date will go toward the purchase price. Regarding the number of rental units that will be available, Ms. Ross noted that this will be an eight bedroom apartment house, with two one-bedroom units (including one to be used for the onsite property manager) and six two-bedroom units. Rent will be $300 per month per person for shared bedroom units and $400 per month for unshared units. Ms. Ross noted that the clients will generally have monthly income to cover the cost of rent such as mental health subsidies, SSI/SSDI, and/or veteran's benefits, but that the operating budget allows for two clients who would not be able to pay monthly rent, as well as a 25% vacancy rate.

Continuing, Mr. Gouveia noted that the Housing First model is not a new model and has been used around the country for many years. He noted that the model is based on two core convictions: 1) housing is a basic human right and not a reward for success; and 2) once the chaos of homelessness is eliminated from a person's life, clinical and social stabilization occur faster and are more enduring. Mr. Gouveia distributed a handout that included a diagram detailing the differences between the Housing First model and other shelter models. He noted that the typical shelter model requires a lot of jumping around and obstacles that do not allow people to become stable. The shelter model can include emergency shelter in one place for 30 days, transitional shelter in another location for up to 120 days, then second stage transitional housing for up to two years, and finally, permanent housing. The Housing First model gives the person their permanent housing first, as well as several services as needed such as case management, mental health services and health care services. Mr. Gouveia noted that the CHSC defines chronic, long-term homelessness as one year or more of homelessness or experiencing several episodes of homelessness over a year's period. He added that the potential clients for the local Housing First project will include only those who have been chronically homeless in Benton County for some time. Mr. Gouveia concluded by noting that it is the goal of CHSC's Housing First project to get about 18 of Corvallis' chronically homeless persons off the streets and into permanent supportive housing with services that include intense behavioral health care support.

Commissioner L'Heureux noted that HOME regulations prohibit the sharing of bedrooms unless the tenant household is a couple, adding that the number of proposed/possible tenants will be larger than the number of available bedrooms in the project. Ms. Ross responded that the Veteran's Administration likes the bedrooms to be shared by their clients, adding that that is one of the reasons that up to four bedrooms would be set aside specifically for the use of veterans. Weiss clarified that the participation of the Veteran's Administration was not described in the proposal originally, so it was assumed that all of the units would be HOME units. He added that the way to address the issue would be to not make the veteran's units HOME-funded units. Commissioner Berra asked if the clients are being seen as long-term tenants. Ms. Ross responded that there will likely be a mix of tenants as this will be permanent housing for as long as the person feels they need it. Commissioner Berra asked if kitchen facilities will be available. Ms. Ross noted that each unit will have its own kitchen area. Commissioner Berra asked if the CHSC was aware of any zoning issues and/or neighborhood concerns regarding the project. Ms. Ross responded that there are no zoning issues as the building was previously used as an apartment building before it burned in August 2009. Regarding neighborhood concerns, Ms. Ross noted that the property is located in an area of many rentals, adding that no owner-occupied homes are adjacent to the property.

Chair Gibson thanked Ms. Ross, Mr. Hayes, and Mr. Gouveia for their presentation. Following their departure, Weiss noted that the next presenter will be Willamette Neighborhood Housing Services (WNHS), which is requesting $885,697 in HOME capital funding for their Seavey Meadows Community Land Trust project. Of the amount requested, $525,000 would be a grant of permanent subsidy to the project; the remaining $360,697 would be repaid to the City following the sale of the newly constructed units. Representatives from WNHS arrived. Carol Trueba, Board President, introduced herself and thanked the Commission for their continued support of WNHS's programs throughout the last several years. She then introduced Jim Moorefield, Executive Director. Mr. Moorefield noted that this funding request would support the development of seven new single-family homes at Seavey Meadows. Each home will be part of WNHS's Community Land Trust (CLT) program, which makes homes more attainable for a wider number of low-income residents. Mr. Moorefield noted that it is WNHS's intent to market the homes to families between 55% and 75% of Corvallis Area Median Income (AMI), although families up to 80% of AMI will be eligible to apply. He noted that WNHS cares about helping low income families become homeowners because homeownership is the primary way that low income people have to build wealth over time. The CLT model was created to help the people who are unable to purchase their first home through the usual means of affordable financing. Explaining the CLT model, Mr. Moorefield noted that WNHS maintains ownership of the land in trust, and leases it to the person who purchases the home on the property. He added that because the buyer is purchasing just the physical home and not the property on which it sits, it becomes more affordable to those with very low income AMI. Mr. Moorefield noted that the CLT model also creates permanent affordability for the home, as the homeowner agrees that if they sell the home at some point, the sale price of the home will be restricted so that it remains affordable to the next buyer. Concluding, Mr. Moorefield noted that the seven CLT homes represent phase one of a larger affordable housing development effort at Seavey Meadows. A future phase of this project, to which the City has already committed $450,000 in HOME funding, will develop 36 affordable multifamily rental units.

Mr. Moorefield introduced Garrick Harmel, WNHS Housing Development Coordinator. Mr. Harmel noted that the Seavey Meadows project continues WNHS's CLT development effort that began with the 2-unit Leonard-Knolls project on SW Leonard Street. As with the Leonard-Knolls project, there is a sweat equity component attached to the purchase of each home. Mr. Harmel noted that although the sizes and footprints of the homes will be similar, their style will change so

that each house has an individual look. Several homes will also have "flexible" floor plans; they will include an unfinished area of between 253 and 395 square feet to allow homebuyers to expand the living area at some point if they choose. Mr. Harmel noted that the finished area of all of the homes will range from 917 square feet to 1,500 square feet, not including the garages or any unfinished area. The price range of the homes themselves (not including the land) will be $120,000 to $145,000. WNHS intends to have each home built through the Energy Star and Green Community standards.

Commissioner Jordan asked what the lot sizes for the homes will be. Mr. Harmel noted that each of the lots will be approximately 5,000 square feet. Commissioner L'Heureux asked how much of the Seavey Meadows development area is located in a wetland and how much of the area will need to be replicated. Mr. Harmel responded that the area of affected wetland related to this part of the Seavey Meadows project is approximately a quarter of an acre. Mr. Moorefield noted that the entire development site has 1.65 acres of affected wetland, adding that 1.75 acres of wetland will be created across the street, and even more important than the net gain of wetland space is that the quality of the created wetlands is much better than the quality of the wetland area that will be removed. Commissioner Berra asked how much equity a homeowner keeps when selling their home. Mr. Moorefield noted that the sale price is determined by a formula, giving a percentage of the home's value to the owner and leaving the remainder with the home. Commissioner Berra noted that according to the proposal, the total project cost is $1,649,427, but that the total sources of funding add up to $1,991,697. He asked where the difference of $342,270 would be coming from. Mr. Harmel responded that this difference is the amount of proceeds/equity that WNHS will have received following the purchase of all of the homes.

Chair Gibson thanked Ms. Trueba, Mr. Moorefield, and Mr. Harmel for their presentation. Following their departure and a short break, Weiss noted that the Center Against Rape and Domestic Violence (CARDV) would be the presenting next. Their funding request is for $200,000 in CDBG capital funding for their Advocacy Center project. Representatives for CARDV arrived. Lorena Reynolds, Board Member, introduced herself and noted that she would be taking over the primary role of presenting this evening as Nancy O'Mara, the Executive Director, is unable to attend due to illness. Ms. Reynolds noted that CARDV's current facility serves as administrative office space, but is not adequate for use as a client services center as it is filled to capacity and cannot adequately meet clients' needs for private space in which to receive confidential safety planning and crisis intervention. Funding requested this evening would underwrite costs related to land acquisition and building construction of a new advocacy center to be located on SW Third Street near SW Alexander. Ms. Reynolds noted that this location is beneficial as it is in a highly visible, easily accessed location, on a bus route, near other well utilized service centers including Lincoln Elementary School and one of the Benton County Health Department clinics. She added that this location would also allow CARDV to provide services for the ten domestic violence permanent supportive housing resident households who will occupy WNHS's Alexander Court project at the same location.

Continuing, Ms. Reynolds noted that CARDV recognizes that providing crisis intervention is essential, but the agency has found that it is also essential to be able to provide long-term services and support for survivors of domestic violence. She noted that CARDV has been receiving much support from the community as well as local funding support for its Advocacy Center project, and is currently getting ready to launch a capital fundraising campaign on April 1. Concluding, Ms. Reynolds thanked the Commission for their past support related to CARDV's confidential shelter project a few years ago.

Jim Moorefield noted that he is participating in CARDV's proposal presentation as WNHS has been working with CARDV on its Advocacy Center project and the related housing project for quite some time. The previous designs for how the Alexander Court site would be developed assumed that the Advocacy Center would be incorporated into both the financing and the design of the housing project. Because there has been difficulty in acquiring state funding for large housing projects, a strategic decision was made a few months ago by WNHS and CARDV to separate out the Advocacy Center portion of the project. This would allow CARDV to submit funding requests to foundations and other funding sources for the Advocacy Center as a stand-alone project. Mr. Moorefield noted that this separation also marginally increases WNHS's chances that the related, larger housing development project will receive funding as well. Concluding, Mr. Moorefield noted that as a citizen of this community, he believes there is nothing more important than to support the work of an organization such as CARDV that saves people lives.

Chair Gibson asked if it seems feasible that the state funding will be acquired in FY 10-11 in order for the Alexander Court housing development and Advocacy Center projects to proceed. Mr. Moorefield responded that he feels that the chances are good that WNHS will receive state funding during the next funding cycle, but added that the chances are still less than 50-50. He then noted that private foundations are another important resource for capital funding, and are significantly more likely to grant funds to a project if it is able to show it has strong funding support in the local community, such as from the City.

Chair Gibson thanked Ms. Reynolds and Mr. Moorefield for their presentation. Following their departure, Weiss noted that the final presenter this evening will be Samaritan Village. Their funding request is for $200,000 in CDBG capital funding for their Roof Replacement project. Representatives for Samaritan Village arrived and introduced themselves as Mark Kellenbeck, Cascade Management (which serves as the Samaritan Village property manager), Pat Curran, Maintenance Manager, and Joe Heaney, Board President. Mr. Kellenbeck noted that the requested funding would cover just under half of the cost of repairing the roof at Samaritan Village, an 83-unit, low income/elderly rental housing facility located at 285 NW 35th Street. The present roof is 15 years old and there have been problems with leaks since the first year it was installed. Mr. Kellenbeck noted that an architectural firm was recently hired to conduct a capital needs assessment (CNA) for the complex. Items deemed in "critical" need of repair in that CNA include the roof, siding repair/replacement, painting, site lighting and replacement of columns in order to add an additional 40 years to the life of the facility. The estimated cost to address these repair needs is $544,600. The total cost to address these and other less critical needs in coming years is anticipated at $3,183,880. Mr. Kellenbeck noted that Samaritan Village is working closely with the Oregon Housing & Community Services Department and HUD for additional financing for the project. He added that several financing options are being considered, but in every case, the funding will fall $200,000 or more short of covering the cost of the critical repairs.

Mr. Curran noted that he has provided maintenance services at Samaritan Village for the last 15 years. The roof is in bad shape and there have been instances where ceilings have collapsed in the middle of the night; fortunately, no one has been injured thus far. The design of the roofs is a mix of flat rolled roofs and shingled mansard roofs. Mr. Curran noted that water pools on top of the roof, sometimes up to six inches. The combination of roofing materials makes leaks difficult to detect and repair. Mr. Heaney noted that it is the Board's desire to continue operating Samaritan Village as there are about 100 residents currently living there. He added that funds that the facility has received in the past for repair projects have been well spent and add value to the community overall. Concluding, Mr. Kellenbeck noted that the average age of the residents at Samaritan Village is about 82, adding that all residents are low income and predominantly, very low income (50% of area median income) with annual incomes of approximately $11,000.

Chair Gibson asked why the present roof is so faulty with it being only 15 years old. Mr. Curran noted that 15 years ago, the Board made their decision on the type of roof to install based on cost. The roof felt used was 90# with a sand backing, and over time it did not hold up. Insulated board was not put down first, and because the roof is flat, the water began puddling right away. Mr. Kellenbeck added that the proposed new roof consists of a modern synthetic rubber membrane roofing system that is UV stabilized and designed to last 40 years. Chair Gibson asked if it is intended to leave the roof flat. Mr. Kellenbeck responded that the new roof will be slightly sloped so that the water moves toward the drains. Councilor Raymond asked if repairing the roof in sections has been considered in order to save money. Mr. Kellenbeck noted that it would actually cost more to spread the repair work out over time, but that this is included as a "worst case" option if full funding for the roof repair project is not available.

Chair Gibson thanked Mr. Kellenbeck, Mr. Curran, and Mr. Heaney for their presentation. Following their departure and a short break, the deliberation process began. A lengthy discussion ensued during which each of the Human Services, CDBG and HOME capital, and other proposals and presentations was further reviewed and analyzed in order to bring Commissioners' recommendations to a consensus.

Commissioners completed individual worksheets for Human Services Fund allocations, which were combined on a single sheet for discussion and consensus development. Following agreement on final amounts, it was decided to recommend to the City Council allocations of FY 10-11 CDBG Human Services Fund as follows:

- $ 7,000 Benton Furniture Share
- $ 5,000 Boys & Girls Club
- $ 6,500 Community Outreach (Behavioral Health Services program)
- $10,000 Community Outreach (Permanent Supportive Housing program)
- $ 8,000 Corvallis Daytime Drop-in Center
- $ 9,000 Grace Center for Adult Day Services
- $ 5,500 Jackson Street Youth Shelter
- $ 5,000 Old Mill Center
- $ 8,500 Parent Enhancement Program
- $10,500 South Corvallis Food Bank
- $ 5,000 Willamette Neighborhood Housing Services

Using the scoring process discussed at the beginning of the evening's meeting, Commissioners completed individual worksheets for the CDBG and HOME capital and other proposal funding requests. Following a lengthy discussion, the HCDC came to a consensus regarding all of the proposal requests presented this evening.

Regarding the CDBG capital funding request proposed by the Corvallis Daytime Drop-in Center for their Project Action Service Center project, it was the consensus of the HCDC not to recommend any funding at this time. Although Commissioners felt this is a worthwhile concept, it was decided that identifying additional sources of funding, as well as acquiring the services of an architect and engineer, would help the CDDC to present the project as more ready to proceed in a future funding allocation process.

Regarding the CDBG capital funding request proposed by CARDV, it was agreed to recommend $150,000 in grant funds for their Domestic Violence Advocacy Center project. These funds would be directed for use in property acquisition only and not for construction.

With regard to the CDBG capital funding request proposed by Samaritan Village, it was agreed to recommend $100,000 in grant funds toward their Roof Replacement project.

Regarding the HOME capital funding request proposed by the Corvallis Homeless Shelter Coalition, it was agreed to recommend $250,000 in grant funds for their Partners Place permanent supportive housing project, with the following contingencies: 1) the project must receive a commitment of Housing PLUS funding from the Oregon Housing and Community Services Department, and from other population-specific funding sources if funds are available, that are adequate to complete the proposed purchase transaction; 2) the project must raise at least $215,000 in non-HOME, non-Housing PLUS funding needed to carry out the property acquisition, provide rent subsidies, and support operations, as proposed on page 16 of the project application; 3) property management services must be provided by an owner/operator/manager with experience managing homeless and/or special needs housing units that have been subsidized with HOME or other, similar sources of capital funding; 4) prior to execution of a funding agreement, the coalition must produce a clear operating and service delivery plan, which will include a balanced and viable operating budget; 5) prior to execution of a funding agreement, the coalition must produce an affirmative marketing plan and unit lease agreement that are compliant with HOME regulations; 6) prior to execution of a funding agreement, the City will review the project operating plan, operating budget, and affirmative marketing plan to determine the number of units that will be considered HOME-assisted; and 7) at the time of acquisition, the project will meet HOME and state Housing PLUS design criteria.

With regard to the HOME capital funding request proposed by WNHS for their Seavey Meadows Community Land Trust homeowner housing project, it was agreed to recommend $400,000 in funding, with the following contingencies: 1) WNHS and the City will review prior allocated HOME funds that have not yet been used or formally committed to projects to determine whether these funds could be shifted for use in the Seavey project; 2) WNHS will conduct a project design and budget review to determine whether cost savings are possible, e.g. through value engineering or unit size reduction; 3) WNHS will review its unit marketing plan to evaluate the potential for sale price increases that in turn increase the amount available for repayment of City HOME funds; and 4) as a result of the reviews in 1. and 2. above, WNHS and the City will reevaluate the balance of granted HOME funds and loaned HOME funds with the intention of increasing loaned funds and decreasing granted funds.

Regarding the other proposal funding requests proposed by WNHS, it was agreed to recommend CDBG funding in the amount of $25,000 to support the Linn-Benton MicroBusiness Program, and HOME funding in the amount of $20,000 to support WNHS's operations as a CHDO for the City's HOME program.
Commissioner L'Heureux moved, with Commissioner Berra's second, to forward the set of FY 10-11 CDBG and HOME funding recommendations, including the contingencies as applicable, to City Council. The motion passed unanimously.

Weiss thanked the Commissioners for their time and hard work with this year's funding allocation process. He noted that recommendations will be included in the draft FY 10-11 Action Plan which will be reviewed once more by the Commission on March 10th. The March 10th meeting will be followed by a 30-day public comment period after which the draft Plan will be presented to the City Council at a Public Hearing to be held on April 19th.

There being no further business, the meeting was adjourned at 9:20 p.m.

ATTACHMENT E:

CORVALLIS HOUSING AND COMMUNITY DEVELOPMENT COMMISSION MEETING MINUTES (EXCERPTED)

CONSIDERATION OF DRAFT FY 10-11 ACTION PLAN

Meeting of March 10, 2010

ATTACHMENT F:

CITY COUNCIL MEETING MINUTES
COMMUNITY DEVELOPMENT BLOCK GRANT & HOME PROGRAM PUBLIC HEARING (EXCERPTED)

CITY OF CORVALLIS
COUNCIL ACTION MINUTES

April 19, 2010

VII. PUBLIC HEARINGS

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ATTACHMENT G:

SUMMARY OF CITIZEN COMMENTS RECEIVED DURING PUBLIC HEARINGS

In the foregoing Attachments B and F, citizen comments provided during the two City Council public hearings held for purposes of preparing the City's FY 09-10 Action Plan are captured. The public hearing of December 21, 2009 was held prior to the preparation of a draft Plan. A summary of each comment received, and an explanation of how the comment was or was not translated into the Plan (and if not, why not) follows.

Speaker	*Comments*

The public hearing of April 19, 2010 (draft minutes comprise Attachment F) was held to consider the Housing and Community Development Commission-recommended draft Consolidated Plan/Action Plan prior to its submittal for HUD review and acceptance. A summary of each comment received, and an explanation of how the comment was or was not translated into the Plan (and if not, why not) follows.

Speaker	*Comments*

ATTACHMENT H:

GLOSSARY

Affordable Housing: Affordable housing is generally defined by HUD as housing for which the occupant household is paying no more than 30 percent of gross household income for gross housing costs, including utility costs.

Affordable Rent: For purposes of rental housing projects assisted with Community Development Block Grant funds, affordability for zero through two bedroom rental units is defined as the level at which households earning 50% of the Corvallis median income spend no more than 30% of their income for rent and utilities. The income considered for a zero-bedroom unit shall be that of a one person household; the income considered for a one-bedroom unit shall be that of a 1.5 person household; the income considered for a two-bedroom unit shall be that of a three person household. Affordable rent/utility levels for units with three or more bedrooms will conform with the Section 8/Fair Market Rent levels established each year by HUD.

The Corvallis Housing Division shall maintain a listing of rents considered affordable by unit size, and update that list annually using income and Fair Market Rent figures provided by the U.S. Department of Housing and Urban Development.

AIDS and Related Diseases: The disease of acquired immunodeficiency syndrome or any conditions arising from the etiologic agent for acquired immunodeficiency syndrome.

Alcohol/Other Drug Addiction: A serious and persistent alcohol or other drug addiction that significantly limits a person's ability to live independently.

Area of Racial or Ethnic Concentration: An area of racial or ethnic concentration is considered to exist when the percentage of the population of a race or ethnicity in an area of study is ten or more percentage points higher than their rate within the City as a whole.

Assisted Household or Person: For the purpose of identification of goals, an assisted household or person is one which, during the period covered by this Action Plan, will receive housing-related benefits through the use of Federal funds, either alone or in conjunction with the investment of other public or private funds.

A renter is benefitted upon taking occupancy of affordable housing that is newly acquired, newly rehabilitated, or newly constructed. A renter is also considered to be benefitted upon their successful utilization of the City's First Time Home Buyer program.

An existing home owner is benefitted during the year the home's rehabilitation is completed.

A homeless person is benefitted during the year if the person becomes an occupant of transitional or permanent housing.

A non-homeless person with special needs is considered to be benefitted only if the provision of the supportive services is linked to the acquisition, rehabilitation, or new construction of a housing unit during the year.

Households or persons who will benefit from more than one program activity must be counted only once. To be included in the goals, the housing unit must, at a minimum, satisfy the HUD Section 8 Housing Quality Standards found at 24 CFR 882.109.

CDBG: Community Development Block Grant, a federal program authorized under Title I of the Housing and Community Development Act of 1974, with the primary objective of developing viable urban communities, by providing decent housing opportunities and a suitable living environment, and expanding economic opportunities, principally for persons of low incomes.

Chronically Homeless Person: an unaccompanied homeless individual with a disabling condition who has either been continuously homeless for a year or more or has had at least four episodes of homelessness in the past three years. To be considered chronically homeless, persons must have been sleeping in a place not meant for human habitation (e.g., living on the streets) and/or in an emergency shelter during that time. For the purposes of chronic homelessness, a disabling condition is a

diagnosable substance use disorder, serious mental illness, developmental disability, or chronic physical illness or disability, including the co-occurrence of two or more of these conditions. A disabling condition limits an individual's ability to work or perform one or more activities of daily living.

Cost Burden: The extent to which gross housing costs, including utility costs, exceed 30 percent of gross income, based on data published by the U.S. Census Bureau.

Disabled Household: A household composed of one or more persons at least one of whom is an adult (a person of at least 18 years of age) who has a disability.

Disabled Person: A person shall be considered to have a disability if the person is determined to have a physical, mental, or emotional impairment that: 1) is expected to be of long-continued and indefinite duration; 2) that substantially impedes his or her ability to live independently; and 3) is of such a nature that the ability could be improved by more suitable housing conditions.

A person shall also be considered to have a disability if he or she has a developmental disability as defined in the Developmental Disabilities Assistance and Bill of Rights Act (42 U.S.C. 6001-6006.) The term also includes the surviving member or members of any household described in the first sentence of this definition who were living in an assisted unit with the deceased member of the household at the time of his or her death.

Disproportionate Need: When a need measured for a particular population group is ten or more percentage points greater than the need as measured for the population as a whole.

Elderly Household: A one or two person household in which the head of the household or spouse is at least 62 years of age.

Elderly Person: A person who is at least 62 years of age.

Emergency Shelter: Any facility with overnight sleeping accommodations, the primary purpose of which is to provide temporary shelter for the homeless in general or for specific subpopulations of the homeless.

Extremely Low Income (ELI): Households or families whose incomes do not exceed 30 percent of the median income for the area, as determined by HUD.

Fair Housing: Housing that provides inclusive patterns of occupancy free from discrimination, as well as housing that is structurally accessible to, and usable by, all persons, particularly persons with disabilities.

First Time Home Buyer: An individual or family who occupies rental property and has not owned a home during the three-year period preceding the HUD-assisted purchase of a home that must be used as the principal residence of the home buyer, except that any individual who is a displaced homemaker (as defined in 24 CFR 92) or a single parent (as defined in 24 CFR 92) may not be excluded from consideration as a first-time home buyer on the basis that the individual, while a homemaker or married, owned a home with his or her spouse or resided in a home owned by the spouse.

Frail Elderly: An elderly person who is unable to perform at least 3 activities of daily living (i.e., eating, dressing, bathing, grooming or household management activities).

HOME Investment Partnerships Program: A federal program authorized under Title II of the Cranston-Gonzalez National Affordable Housing Act of 1990 and administered by HUD. The goals of the HOME program are to strengthen public-private partnerships and to expand the supply of decent, safe, sanitary, and affordable housing, with primary attention to rental housing, for low and very low income families.

Homeless Family: A family that includes at least one parent or guardian and one child under the age of 18, a homeless pregnant woman, or a homeless person in the process of securing legal custody of a person under the age of 18.

Homeless Individual: An unaccompanied youth (17 years or younger) or an adult (18 years or older) without children.

Homeless Subpopulations: Include but are not limited to the following categories of homeless persons: severely mentally ill only, alcohol/drug addicted only, severely mentally ill and alcohol/drug addicted, persons fleeing domestic violence, youth, and persons with HIV/AIDS.

Homeless Youth: Unaccompanied person 17 years or younger who is living in situations described by the terms "sheltered" or "unsheltered".

Housing Problems: Households with housing problems include those that 1) occupy units meeting the definition of Physical Defects; 2) meet the definition of Overcrowded; or 3) meet the definition of Cost Burden Greater than 30%.

Housing Unit: An occupied or vacant house, apartment, or a single room (SRO housing) that is intended as a separate living quarters.

Large Related: A household of 5 or more persons which includes at least one person related to the householder by blood, marriage or adoption.

Lead-Based Paint Hazard: Any condition that causes exposure to lead from lead-contaminated soil, lead-contaminated paint that is deteriorated or present in accessible surfaces, friction surfaces, or impact surfaces that would result in adverse human health effects as established by the appropriate federal agency.

Low Income: Households or families whose incomes do not exceed 80 percent of the median income for the area, as determined by HUD.

Low Income Concentrations: Any area (Census block group) in which the percentage of low income persons is 51 percent or greater.

Minimum Property Standards: When carrying out housing rehabilitation activities with federal funds where other specific property standards do not apply, the City will apply HUD Section 8 Housing Quality Standards as the minimum that must be achieved as a result of assisted rehab activities. A housing unit need not fail to meet these Minimum Property Standards in order to qualify for rehabilitation funding if the purpose of the activity is to improve the affordability or livability of a low income unit.

Moderate Incomes: Households whose incomes are between 81 percent and 95% of the median income for the area, as determined by HUD.

Non-Elderly Household: A household which does not meet the definition of an "Elderly Household".

Non-Homeless Person with Special Needs: Includes frail elderly persons, persons with AIDS, disabled families and families participating in organized programs to achieve economic self-sufficiency.

Other Household: A household of one or more persons that does not meet the definition of a Small Related, Large Related, or Elderly household.

Overcrowded: A housing unit containing more than one person per habitable room.

Owner: A household that owns the housing unit it occupies.

Permanent Supportive Housing: Long-term community-based housing and supportive services for homeless persons and persons with disabilities. The intent of this type of supportive housing is to enable special needs populations to live as independently as possible in a permanent setting. The supportive services may be provided by the organization managing the housing or provided by other public or private service agencies. There is no definite length of stay.

Physical Defects: Describes the condition of a housing unit lacking complete bathroom facilities, kitchen facilities, or a source of heat.

Poverty Level Family: Family with an income below the poverty line, as defined by the federal Office of Management and Budget and revised annually.

Renter: A household that rents the housing unit it occupies, including both units rented for cash and units occupied without cash payments for rent.

Service Needs: The particular services identified for special needs populations, which typically may include transportation, personal care, housekeeping, counseling, meals, case management, personal emergency response, and other services to prevent premature institutionalization and assist individuals to continue living independently.

Severe Cost Burden: The extent to which gross housing costs, including utility costs, exceed 50 percent of gross income, based on data published by the U.S. Census Bureau.

Severe Mental Illness: A serious and persistent mental or emotional impairment that significantly limits a persons' ability to live independently.

Severely Disabled Person: Persons are considered to have a severe disability if they: (a) have used a wheelchair another special aid for six months or longer; (b) are unable to perform one or more "functional activities" or need assistance with and "ADL" or "IADL"; ©) are prevented from working at a job or doing housework; or (d) have a selected condition including autism, cerebral palsy, Alzheimer's disease, senility or dementia, or mental retardation. Also, persons who are under 65 years of age and who are covered by Medicare or who receive SSI are considered to have a severe disability.

For purposes of this definition, the term "functional activities" includes seeing, hearing, having one's speech understood, lifting and carrying, walking up a flight of stairs, and walking. An ADL is an "activity of daily living" which includes getting around inside the home, getting in or out of bed or a chair, bathing, dressing, eating, and toileting. An IADL is an "instrumental activity of daily living" and includes going outside the home, keeping track of money or bills, preparing meals, doing light housework, and using the telephone.

Sheltered: Families and persons whose primary nighttime residence is a supervised publicly or privately operated shelter, including emergency shelters, transitional housing for the homeless, domestic violence shelters, residential shelters for runaway and homeless youth, and any hotel/motel/ apartment voucher arrangement paid because the person is homeless. This term does not include persons living doubled up or in overcrowded or substandard conventional housing. Any facility offering permanent housing is not a shelter, nor are its residents homeless.

Small Related: A household of 2 to 4 persons which includes at least one person related to the householder by birth, marriage, or adoption.

Standard Condition: A unit of housing is considered to be in standard condition if it is generally in good repair, with no substandard habitability or exterior elements (see "Substandard Condition but Suitable for Rehab" below). Such units may be eligible for rehab funding if interior conditions are such that the HUD Section 8 Housing Quality Standards are not met, or a threat to the integrity or livability of the unit exists.

Substandard Condition and not Suitable for Rehab: Dwelling units that are in such poor condition as to be neither structurally nor financially feasible for rehabilitation. Such units will typically have an improvement value that is less than the cost of addressing the habitability or exterior elements that cause its classification as "substandard," or will be considered to be unoccupiable by the City's Building Official for reasons of safety.

Substandard Condition but Suitable for Rehab: Dwelling units that do not meet standard conditions but are both financially and structurally feasible for rehabilitation. Such units may be lacking one of three primary habitability elements (complete plumbing facilities, an identified heat source, or a complete kitchen), and/or it may have exterior elements in need of repair (e.g., a roof in need of replacement, siding in need of repair or a missing/failing foundation). In order to be suitable for rehab the unit value must exceed the cost of the repairs or upgrades that would be required in order to bring it to standard condition. This category of properties does not include units that require only cosmetic work, correction or minor livability problems or maintenance work.

Substantial Amendment: Any change to the Consolidated Plan that either allows a new category of activities or population to be served (or disallows same), or involves a large change in funding allocation.

Supportive Housing: Permanent housing, including Housing Units and Group Quarters, that has a supportive environment and includes a planned service component.

Supportive Services: Services provided to residents of supportive housing for the purpose of facilitating the independence of residents. Some examples are case management, medical or psychological counseling and supervision, child care, transportation, and job training.

Transitional Housing: A project that is designed to provide housing and appropriate supportive services to homeless persons to facilitate movement to independent living within 24 months, or a longer period approved by HUD.

Unsheltered: Families and individuals whose primary nighttime residence is a public or private place not designated for, or ordinarily used as, a regular sleeping accommodation for human beings (e.g., streets, parks, alleys.)

Very Low Income: Households or families whose incomes do not exceed 50 percent of the median income for the area, as determined by HUD.

ATTACHMENT I:

CITY OF CORVALLIS, OREGON RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN

A. Antidisplacement

1. It is the intent of the City of Corvallis to minimize the displacement of persons (families, individuals, businesses, nonprofit organizations, and farms) as a result of activities funded through the Community Development Block Grant (CDBG) or HOME Investment Partnerships (HOME) programs. Accordingly, the City will comply with the regulations set forth in 24 CFR 570.606 for activities assisted with funds provided under the Housing and Community Development Act of 1974 as amended.

2. Consistent with the goals and objectives of activities assisted under the Housing and Community Development Act of 1974, the City will take the following steps to minimize the displacement of persons from their homes:

   a. The City will analyze all applications for CDBG and/or HOME funds to determine whether the proposed project will cause the permanent displacement of any persons.

   b. The City will encourage applicants for CDBG and/or HOME funds to locate sites for projects in a way that will avoid or minimize displacement of persons (for example, to locate projects on sites with vacant or no housing).

   c. The City will encourage applicants for CDBG and/or HOME funds, where practical, to plan and phase projects in a way to avoid or minimize the effects of displacement (for example, by using temporary housing).

2. One-for-One Replacement

1. The City will take steps to insure that all occupied and vacant occupiable low income dwelling units that are demolished or converted to a use other than as low income dwelling units in connection with an activity assisted with CDBG and/or HOME funding will be replaced with comparable low income units.

2. In the event a vacant or occupiable low income dwelling will be demolished or converted, and a replacement dwelling created, that replacement unit will:

   a. Be provided by the City, another governmental agency, or a private developer within the City limits of Corvallis, and preferably within the same neighborhood or general area;

   b. Be capable of housing the same number of occupants as the dwelling being demolished or converted, meaning that is will consist of at least the same number of bedrooms (the unit being replaced may not be replaced with smaller units—for example, a two-bedroom dwelling being replaced with two one-bedroom units—unless the City's Consolidated Plan shows that such replacement is advantageous and would align with the needs assessment contained in the Plan);

c. Be a decent, safe and sanitary unit that meets the HUD Section 8 Housing Quality Standards (HQS). Replacement units may include, but are not limited to, public housing or existing housing receiving HUD Section 8 project-based assistance. In addition, replacement units may include units brought from substandard condition to standard condition if 1) no person was displaced from the unit, and 2) the unit was vacant for at least three months before execution of an agreement between the City and the property owner to carry out activities to bring it to standard condition;

d. Be designed to remain affordable to low income occupants for at least ten years from the time of initial occupancy;

e. Be made available for occupancy at any time during the period beginning one year before the recipient makes public the information required under 3. below and ending three years after the commencement of the demolition or rehabilitation related to the conversion (or the conversion alone if no rehabilitation is required).

The foregoing requirements shall not apply in the event the Secretary of the U.S. Department of Housing and Urban Development (HUD) finds, on the basis of objective data, that there is an adequate supply of habitable affordable housing for low income persons in Corvallis.

3. Before obligating or expending CDBG and/or HOME funds that will directly result in demolition or conversion of a low income dwelling unit, the City will make public and submit to the HUD Field Office the following information in writing:

a. A description of the proposed assisted activity;

b. The location on a map (unless the new use will serve a purpose for which, for safety purposes, the location will not generally be known nor published, such as a confidential shelter for survivors of domestic violence) and number of dwelling units by size (number of bedrooms) that will be demolished or converted;

c. A time schedule for the commencement and completion of the demolition or conversion;

d. The location on a map and number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units. If such data are not available at the time of the general submission, the submission will identify the general location on an area map and the approximate number of dwelling units by size, and information identifying the specific location and number of dwelling units by size will be submitted to HUD and disclosed to the public as soon as it is available;

e. The source of funding and a time schedule for the provision or replacement units;

f. The basis for concluding that each replacement dwelling unit will remain affordable to low income occupants for at least ten years from the date of initial occupancy; and

g. Information that demonstrates that any proposed replacement of dwelling units with smaller dwelling units (e.g., replacing a two-bedroom unit with two one-bedroom units) is consistent with the needs assessment contained in the City's HUD-approved Consolidated Plan.

C. Relocation Assistance

1. Relocation benefits shall be provided for all low income persons who occupied housing demolished or converted to a use other than for low income housing when City CDBG and/or HOME funds are utilized to carry out that demolition or conversion. Such benefits may include advisory services, as well as reimbursement for actual and reasonable moving expenses, security deposits, credit checks, and other moving-related expenses, including interim living costs. In addition, displaced persons will be eligible to receive one of the following:

   a. Compensation sufficient to ensure that, for a five-year period, the displaced person(s) shall not bear, after relocation, a ratio of shelter costs to income that exceeds 30%; or

   b. If elected by the displaced person(s), a lump-sum payment equal to the capitalized value of the benefits available under a. above to permit the person(s) to secure participation in a housing cooperative or mutual housing association.

2. Persons displaced shall be relocated into comparable replacement housing that is:

   a. Decent, safe and sanitary;

   b. Adequate in size to accommodate them;

   c. Functionally equivalent to the dwelling from which they were displaced; and

   d. In an area not subject to unreasonably adverse environmental conditions.

3. Persons displaced shall have the right to elect, as an alternative to the benefits described in 1. and 2. above, to receive benefits under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, 42 USC 4602 et seq., if such persons determine that it is in their best interests to do so.

4. Where a claim for assistance under 1. above is denied by the City, the claimant may appeal to the Secretary of HUD, and the decision of the Secretary shall be final.

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CERTIFICATIONS

In accordance with applicable statutes and regulations governing this Consolidated Plan, the City of Corvallis makes the certifications stated below.

General Certifications:

Affirmatively Furthering Fair Housing. The City will affirmatively further fair housing by: conducting an analysis to identify impediments to fair housing choice within our jurisdiction; taking appropriate actions to overcome the effects of any impediments identified through that analysis; and maintaining records reflecting the analysis and actions in this regard.

Anti-displacement and Relocation Plan. The City certifies that it will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and that it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG and/or HOME programs.

Drug-free Workplace. The City certifies that it will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the City's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

2. Establishing an ongoing drug-free awareness program to inform employees about

    (a) The dangers of drug abuse in the workplace;
    (b) The City's policy of maintaining a drug-free workplace;
    (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
    (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1 above;

4. Notifying the employee in the statement required by paragraph 1 above that, as a condition of employment under the grant, the employee will:

    (a) Abide by the terms of the statement; and
    (b) Notify the City in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

5. Notifying the agency (HUD) in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. The City, in the event that it is the employer of convicted employees, will provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency (HUD) has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted:

   (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

   (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6 above.

Anti-Lobbying. The City certifies, to the best of its knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the City, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the City shall complete and submit Standard Form-LLL, ``Disclosure Form to Report Lobbying," in accordance with its instructions.

3. The City shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction. The City certifies that the Consolidated Plan is authorized under State and local law (as applicable), and that it possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with Plan. The City certifies that the housing activities to be undertaken with CDBG and HOME funds are consistent with the Strategic Plan.

Section 3. The City certifies that it will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR part 135.

Signature of Authorized Official: _____ Date: _____

Name and Title: Charles C. Tomlinson, Mayor

Specific Community Development Block Grant Program Certifications:

Citizen Participation. The City certifies that it is in full compliance with and is following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan. The City certifies that its Consolidated Plan (consolidated housing and community development plan) identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing and expand economic opportunities primarily for persons of low and moderate income. (See 24 CFR 570.2 and 24 CFR part 570.)

Following a Plan. The City certifies that it will follow its HUD-approved FY 03-04 through FY 07-08 Consolidated Plan in planning for and carrying out the activities identified in its Action Plan.

Use of Funds. The City certifies that it has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, the City certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention of slums or blight. The Action Plan may also include activities which the City certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available.

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2006 through 2008 shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;

3. Special Assessments. The City will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

   However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

   The City will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of a fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate income (not low income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the City certifies that it lacks CDBG funds to cover the assessment.

Excessive Force. The City certifies that it has adopted and is enforcing a Civil Disturbance Policy that applies to the use of excessive force against any individuals engaged in nonviolent civil rights demonstrations. As stipulated therein, it is the policy of the Corvallis Police Department that:

1. Law enforcement personnel shall not use excess force against any individuals engaged in nonviolent civil rights demonstrations; and

2. Applicable state and local laws that prohibit physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstrations within Corvallis shall be enforced.

Compliance with Anti-discrimination Laws. The City certifies that CDBG-funded activities will be conducted and administered in conformity with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d), the Fair Housing Act (42 U.S.C. 3601-3619), and implementing regulations.

Compliance with Lead-based Paint Procedures. The City certifies that its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R.

Compliance with Laws. The City certifies that it will comply with applicable laws.

Signature of Authorized Official: _____ Date: _____

Name and Title: Charles C. Tomlinson, Mayor

Specific HOME Investment Partnerships Program Certifications:

The City of Corvallis certifies that:

Eligible Activities and Costs. It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

Appropriate Financial Assistance. Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing.

Signature of Authorized Official: _____ Date: _____

Name and Title: Charles C. Tomlinson, Mayor

MEMORANDUM

February 8, 2010

TO: Corvallis Housing & Community Development Commission

FROM: Kent Weiss, Housing Division Manager

RE: FY 10-11 CDBG Human Services Fund Proposal Overviews

This memo provides background as you prepare to hear presentations of proposals requesting funding from the FY 10-11 Community Development Block Grant/Human Services Fund program.

This year we received a total of eleven Human Services Fund (HSF) proposals from ten Corvallis agencies. Copies of the proposals are enclosed in the blue folder. Although program funding amounts have not been announced by HUD, we are assuming a flat CDBG allocation for FY 10-11. This would provide us with a program total of about $535,000, meaning we will be allowed to spend up to $80,000 on Human Services programs under our 15% CDBG Public Services cap. We have received requests for a total of $194,850 in HSF assistance. Nine of the ten agencies seeking funding are current year recipients, and the tenth has received funding in the past, but did not apply for current year (FY 09-10) grants. Requesting agencies include:

Currently Receiving Funding:
Benton Furniture Share
Boys & Girls Club of Corvallis
Community Outreach (2 proposals)
Corvallis Daytime Drop-in Center
Jackson Street Youth Shelter
Old Mill Center
Parent Enhancement Program
South Corvallis Food Bank
Willamette Neighborhood Housing Services

No Current Year Funding Received:
Grace Center for Adult Day Services

All of this year's Human Services Fund proposal presentations are scheduled for Tuesday, February 16 from 5:15 to 8:20 p.m. We'll gather on 4:45 that evening, and then again on Wednesday at 5:00 (for capital project proposal presentations) to eat a light (City-provided) dinner and conduct our regular monthly business. Presentation sessions will be held in our normal meeting location, the Madison Avenue Meeting Room, at 500 SW Madison.

Agencies with Human Services Fund activities that are currently being funded will have ten minutes each for their presentations. We assume they'll do a brief refresher on what they're asking for, tell us what they've accomplished with the HSF funding that has been provided to date, and highlight any differences in their requests for the coming year. The Grace Center, as a "new" applicant, will have 15 minutes to present information and answer questions. Community Outreach is presenting two proposals and will have 20 minutes. Finally, in addition to a HSF proposal, Willamette Neighborhood Housing Services will be presenting a request for CDBG funds to support a microbusiness development program, and for HOME CHDO operating funding. They will have a total of 25 minutes for these proposals. I have attached a copy of the February 16 presentation schedule for your information.

Terri, Lauren and I have reviewed all of the Human Services Fund proposals, and have prepared some comments about each that we hope will be helpful as you do your own review. I am including for your reference immediately below the four goals that the HCDC established for the Human Services Fund program back in 2000 and then revised in 2004. These descriptions are contained in the Request for Proposals that each agency received but some of the agency submittals do not restate them, so use the goals and descriptions below as reference as you do your review. Proposals should explain how *each* of these four goals will be addressed through the services we would fund.

1. **Assist projects or programs that create, build upon or support existing partnership collaborative efforts.**

   This goal is intended to create and foster project/program linkages and leverage other, existing community resources through the application of Human Services Fund allocations. A partnership or collaboration will typically consist of shared personnel, financial, and other types of resources, and will be formalized through a subcontracting agreement or memorandum of understanding.

2. **Assist projects or programs that foster community-building or neighborhood-building opportunities among individuals and families leading to both formal and informal access to services and other types of support.**

   This goal is intended to help assisted individuals and families become integral members of the neighborhood and community in which they live. An emphasis of this goal is the fostering of cooperation among groups that are being assisted, or between assisted groups and other community groups.

3. **Assist projects or programs that are delivered to people in their homes or through neighborhood centers.**

   This goal is intended to allow those who receive support services to live anywhere in the community, to enjoy increased stability in their living situations as services are received, and to remain where they live as their need for support services changes or increases.

4. **Assist projects or programs that expand capacity to extend services to underserved populations.**

   This goal is intended to encourage Fund recipients to improve their ability to provide support to those in the community who are most in need by developing more effective, efficient means of delivering services to clients, and/or by transporting clients to or from the source of services.

General comments about this year's proposals

While there are certainly some high quality proposals up for consideration this year, it seems that at least some of the applicants struggled a bit as they prepared their submittals. Because we have asked the same questions on the proposal form for the last few years, and we determined that some applicants have been recycling answers from one year to the next, we decided to insert a few new questions hoping to encourage fresh descriptions of proposed services. In some cases this was clearly the outcome, but in others the new questions (5, 6, 8 and 9) seem to have led to lesser clarity in the applicants' responses. It is also clear to us that we need to work a bit more with some of the agencies to help them nail down clearer, more measurable outcomes. Fortunately there are some applicants that have the ability to do this very well, and which will serve as good examples of what we're hoping for.

Included at the beginning of each agency's proposal summary section below is a table that depicts the amounts of funding they've requested and received in past years, as well as how many clients they told us they were going to serve each year in comparison with how many they actually served. This information is important to consider as you think about the merits of a proposal: whether agencies are becoming more or less dependent on the Human Services Fund (our goal is that they become less dependent), and whether they seem to be struggling to meet their goals for services to clients.

Finally, a comment about overlap of services: it is clear that some clients are likely to receive services from more than one of the agencies seeking support from the Human Services fund. A single client might participate in the Community Outreach permanent supportive housing program and also spend time at the Corvallis Daytime Drop-in Center; the same could be true for a client shared among PEP, the Old Mill Center and Benton Furniture Share. In fact, nearly any client of any agency might receive assistance from Furniture Share, the South Corvallis Food Bank or Community Outreach. That said, it does not appear that there is much overlap in the specific types of services for which we're considering funding requests. In all but one case it seems clear that what services a client seeks and receives from one agency appear to be different from what they would seek and receive from another. The one area where it appears there might be overlap is in the services provided to young parents through the Parent Enhancement Program and Old Mill Center's RAFT program. This will be a good topic for questions for these agencies following their presentations.

The following pages contain summaries and staff review comments for each proposal seeking Human Services Fund support, provided in the order that they will make their proposal presentations on the evening of February 16. As noted earlier, Willamette Neighborhood Housing Services will be presenting not only their Human Services Fund proposal, but also their CDBG microbusiness development and HOME CHDO operating funding proposals.

Willamette Neighborhood Housing Services

Human Services Fund Request: $8,000 for Financial Literacy Program Support

	FY 04-05	*FY 05-06*	*FY 06-07*	*FY 07-08*	*FY 08-09*	*FY 09-10*
Amount Requested	0	9,800	7,500	4,500	10,000	10,000
Amount Funded	0	6,000	2,000	3,600	6,500	6,000
Proposed Beneficiaries	NA	55	35	45	45	50
Actual Beneficiaries	NA	63	47	63	52	26 thru 12/09

This proposal seeks funding to support, for a sixth year, WNHS's operation of its Financial Literacy program: a set of two activities that focus on helping low income people better understand and manage their finances. The request seeks funding to underwrite the delivery of a series of Financial Future classes, and coordination of the Valley Individual Development Account program, a companion to the Financial Future classes that helps participants save for a life-enhancing investment like a home purchase or education. The overall intent of these offerings is to help clients understand and better manage their personal finances and in turn, become more stable financially. WNHS estimates that 46 low income Corvallis residents/participants would benefit from the investment of Human Services Fund resources during FY 10-11, yielding a CDBG investment of $174 per participant if the grant is fully funded. At $8,000, the requested CDBG funding would represent just under 23% of the program budget for FY 10-11.

The program as proposed continues to be eligible for CDBG funding, the proposal appears to address all of the criteria in the City's RFP document, and it appears that program outcomes would be reasonable and measurable although refinement would be recommended. In their use of CDBG funding in the prior years WNHS has consistently exceeded their estimates of the number of people they proposed to assist.

Topics of Concern, or Worthy of Further Questions:

There were no obvious areas for additional questions or issues related to the proposed program, or the operations of the organization.

CDBG Non-capital, Non-Human Services Request: $25,000 for Linn-Benton Microbusiness Program

	FY 04-05	*FY 05-06*	*FY 06-07*	*FY 07-08*	*FY 08-09*	*FY 09-10*
Amount Requested	0	15,000	15,000	20,000	20,000	20,000
Amount Funded	0	15,000	15,000	20,000	20,000	20,000
Proposed Beneficiaries	NA	30	13	22	22	18
Actual Beneficiaries	NA	25	12	60*	29*	32*

* This number represents both new program enrollees, and ongoing participants who have completed a business plan or are opening a microenterprise. There is potential for some overlap/duplicate counting between these groups.

This request fits under neither the CDBG capital funding category, nor the Human Services Fund category, but it does represent a category of eligibility within the CDBG regulations that has also been identified as eligible for funding in the City's Consolidated Plan as an economic development activity. CDBG funds that would support this activity come out of the same pot as funds that would support the capital project activities you will review on Wednesday February 17.

The City's provision of CDBG funding would assist WNHS in the delivery of a microbusiness program that would provide services to an estimated 16 new low income participants/residents of Corvallis during FY 10-11. As many as fifteen participants from prior fiscal year program activities would also receive ongoing assistance. WNHS is receiving $20,000 from the City's CDBG program this year, received the same amount in FY 07-08 and FY 08-09, and received $15,000 in FY 05-06 and FY 06-07 for the same program. Going forward, supported activities would include outreach, training, one-on-one technical assistance, mentoring, and after-program follow-up as needed. The project funding structure anticipates support from the State (CDBG), United Way, NeighborWorks America, the City's Economic Development Allocations process, and other small funding sources. Details of the project, its goals, and its funding strategy are outlined in the proposal document included in your review packet.

As noted above, this activity has been identified in the City's Consolidated Plan as eligible for funding, and is eligible under HUD regulations for the CDBG program under the economic development category of microbusiness assistance. At $25,000, the City's CDBG funding would yield a per client investment of $1,562 if only new clients are considered, and $806 if all clients are considered; CDBG funds would represent 17% of the program's budgeted revenues.

HOME Non-capital Funding Request: ~$22,500 in CHDO Operating Funding

As a HOME Program Participating Jurisdiction, Corvallis may allocate funding to Community Housing Development Organizations (CHDOs) to support their general costs of operation where that investment will help the CHDO provide the community with increased affordable housing opportunities. Up to 5% of any year's HOME funding may be allocated for CHDO operating support.

WNHS, the City's only CHDO, received its first allocation of operating funding from the City in FY 01-02, and has received allocations in each year since FY 03-04. The current request is based on the HOME funds the City anticipates receiving in FY 10-11 ($450,000); under the 5% cap on CHDO operating funding, a total of $22,500 could be allocated to WNHS for this purpose. CHDO operating funding does not require match, nor is it subject to environmental review requirements.

Community Outreach, Inc. - Behavioral Health Services ($18,500 requested)

	FY 04-05	*FY 05-06*	*FY 06-07*	*FY 07-08*	*FY 08-09*	*FY 09-10*
Amount Requested	40,000	22,000	0	20,000	16,552	15,000
Amount Funded	16,150	13,000	0	8,400	8,500	7,000
Proposed Beneficiaries	55	15	NA	30	40	120
Actual Beneficiaries	71	21	NA	46	42	23 thru 12/09

Community Outreach (COI) provides emergency shelter and a wide array of related support services for homeless men, women and families. They operate out of facilities located at 865 NW Reiman Avenue. COI has received support from the City's Human Services Fund for a number of different activities since FY 01-02; during FY 09-10 the agency is receiving HSF funding to help support the services of a community mental health counseling program as well as a permanent supportive housing program.

The requested $18,500 in FY 10-11 HSF funding would support a new aspect of COI's community mental health program called Behavioral Health Services. The City's funding would help cover the costs of counseling staff who would provide services to homeless and low income community members for both mental health counseling and alcohol and drug treatment services. As proposed a total of 120 clients would be assisted during FY 10-11, resulting in a Human Services Fund investment of $154 per client. At $18,500, the City's funding would represent just over 16% of the overall program budget.

The request appears to meet CDBG eligibility criteria, and represents a qualifying expansion/continuation of the agency's current mental health program efforts. The COI proposal is complete and does well describing how the proposed activity will address the four Human Services Fund goals and measure program outcomes.

Topics of Concern, or Worthy of Further Questions:

1. Last year's proposal projected the provision of services to 120 clients in FY 09-10, but through mid-year only 23 have been served. Why is this number low, and will the goal for the year still be met?

Community Outreach, Inc. - Permanent Supportive Housing/Services ($23,500 requested)

	FY 04-05	*FY 05-06*	*FY 06-07*	*FY 07-08*	*FY 08-09*	*FY 09-10*
Amount Requested	23,920	27,160	27,500	60,000	20,000	20,000
Amount Funded	14,000	12,050	9,000	7,000	8,000	10,000
Proposed Beneficiaries	45	55	60	45	70	60
Actual Beneficiaries	97	87	79	88	58	49 thru 12/09

Until January of 2009 this program was operated by Mid Valley Housing Plus. Because of insurmountable financial challenges, Mid Valley has ceased operations and their program has been absorbed, with some service enhancement, by Community Outreach. The program consists of providing supportive services for people with a mental illness and elderly/frail elderly residents in the Benton Plaza and Julian hotels, as well as a few other clients living elsewhere in the community. This year's proposal estimates that 55 clients will be served if Human Services Fund assistance is provided, resulting in a CDBG investment of $427 per client if the agency is funded at $23,500 as requested. The City's funding would represent just under 22% of the overall funding needed to deliver the program in FY 10-11.

The program activities as proposed continue to be eligible for CDBG funding. The proposal does a reasonable job of outlining how the City's four program goals will be met, and also aligns well with the City's goal of assisting with permanent supportive housing opportunities.

Topics of Concern, or Worthy of Further Questions:

1. Staffing for this program has gone from 1.4 FTE in June 2009 to a projected 3.4 FTE in July 2010. How are services to clients being expanded?
2. What are the long term prospects for continuation of the program, and what factors will COI use to determine whether or not to continue its operation?

Grace Center for Adult Day Services ($20,000 requested)

	FY 04-05	*FY 05-06*	*FY 06-07*	*FY 07-08*	*FY 08-09*	*FY 09-10*
Amount Requested	0	0	15,000	10,000	9,000	0
Amount Funded	0	0	9,000	7,700	8,000	0
Proposed Beneficiaries	NA	NA	45	45	45	NA
Actual Beneficiaries	NA	NA	36	47	48	NA

The Grace Center for Adult Day Services received financial assistance from the Human Services Fund for three years beginning in FY 06-07, and then did not apply for funding in FY 09-10. The program provides day services to elderly, frail elderly and disabled adults who for the most part reside with their families. The program operates in a relatively new facility on NW Spruce Avenue. Funds are being requested to provide scholarships to client families that cannot afford the full cost of program participation. If funded, CDBG support would be used to provide scholarships that would assist 10 clients during FY 10-11, yielding an investment of $2,000 each at the requested $20,000 funding level.

The program appears to meet CDBG eligibility criteria and does a fairly good job of addressing most of the proposal criteria, although its description of meeting the four Human Services Fund goals is not particularly clear. The table that depicts other sources of funding being sought to support the program does not include any other funders (although the budget page for the organization includes numerous other funders). The agency was challenged this year to describe exactly how many clients they think would benefit from the City's Human Services Fund investment, and staff suspect that the actual number might be higher than we calculated using the information provided in the proposal.

Topics of Concern, or Worthy of Further Questions:

1. What other funding sources will be sought to support client scholarships?
2. How will you determine the number of clients receiving City-supported scholarships?
3. Your FY 10-11 budget shows revenue of $5,000 from the Human Services Fund, but your request is for $20,000. Why is there a discrepancy?

Parent Enhancement Program - Parenting/Adult Life Skills/Home Visiting ($15,000 requested)

	FY 04-05	*FY 05-06*	*FY 06-07*	*FY 07-08*	*FY 08-09*	*FY 09-10*
Amount Requested	12,000	15,000	15,000	15,000	15,000	15,000
Amount Funded	10,000	12,000	9,000	9,000	9,000	9,000
Proposed Beneficiaries	140	110	85	90	115	130
Actual Beneficiaries	71	74	145	169	182	170 thru 12/09

The Parent Enhancement Program (PEP) has been funded with CDBG resources since the first year of Human Services Fund activity. Funding since FY 06-07 has supported PEP's Parent Education Program, which provides parenting, communication and life skills training to pregnant and parenting teens and young adults in both a classroom setting and through in-home visits. A total of 130 families, including 60 Hispanic/Latino families, would be served through the proposed program during FY 10-11, yielding a CDBG investment of $115/beneficiary if the activity is fully funded. The City's $15,000 would represent just over 7% of the program's budgeted revenues for FY 10-11.

The program as proposed continues to be eligible for CDBG funding, the proposal appears to address all of the criteria in the City's RFP document, and program outcomes would be both reasonable and measurable. This proposal does an excellent job of describing the outcomes that would be achieved.

Topics of Concern, or Worthy of Further Questions:

1. The program budget for FY 10-11 shows an increase in foundation and grant support to $115,813 from $72,244 in 2009. Where will these additional sources of funding come from, and what is the likelihood of success?
2. Your services look similar to those provided by Old Mill and their RAFT program. What are the differences in the programs? Is there any overlap in services?

South Corvallis Food Bank ($11,700 requested)

	FY 04-05	*FY 05-06*	*FY 06-07*	*FY 07-08*	*FY 08-09*	*FY 09-10*
Amount Requested	10,200	10,500	10,650	11,148	11,424	11,828
Amount Funded	10,200	10,500	10,100	10,000	11,000	11,000
Proposed Beneficiaries	1,000	175	200	200	600	600
Actual Beneficiaries	485	550	557	514	674	534 thru 12/09

This request would provide funding for a seventh consecutive year of operation for the South Corvallis Food Bank, again covering the cost of space rental as it has each year. The food bank operates out of warehouse space at 1750 SW Third Street, and provides food baskets primarily to very low and extremely low income South Corvallis residents. The Food Bank has no paid employees, operating instead with a volunteer director and staff. If funded at the requested $11,700 level, this proposal would assist 748 unduplicated households, yielding a CDBG investment of $16 per household.

The program as proposed is again eligible for CDBG funding, and the proposal appears to address all of the criteria in the City's RFP document. Because there is limited client contact, the activity's outcomes have been somewhat difficult for the agency to measure and report on, especially in terms of the impact the program has (beyond providing food security) on the lives of those it benefits. This is one of the agencies that Housing staff would work with to refine outcome measures if they are funded again in FY 10-11.

Topics of Concern, or Worthy of Further Questions:

There were no obvious areas for additional questions or issues related to the proposed program, or the operations of the organization.

Benton Furniture Share - Furniture for Corvallis CDBG Target Populations ($11,500 requested)

	FY 04-05	*FY 05-06*	*FY 06-07*	*FY 07-08*	*FY 08-09*	*FY 09-10*
Amount Requested	6,000	5,000	6,000	6,000	7,000	9,500
Amount Funded	5,000	5,000	5,000	5,920	5,000	6,500
Proposed Beneficiaries	35	50	110	122	200	260
Actual Beneficiaries	35	81	127	740	913	541 thru 12/09

This proposal seeks funding for a ninth year of picking up and delivering donated furniture and appliances to Corvallis residents with a range of special needs and low incomes. The activity would provide benefit to 325 client households, yielding a CDBG investment of $35 per household at the full $11,500 funding level

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The program as proposed continues to be eligible for CDBG funding, and the proposal appears to address the criteria in the City's RFP document well other than its description of how the four HSF program goals would be met—an area where the responses were a bit unclear. This is another agency that staff would work with to refine outcomes measurement. At $11,500, the City's investment would represent 16% of the FY 10-11 budget for this program.

Topics of Concern, or Worthy of Further Questions:

1. In recent years when you've applied for Human Services Fund support you've told us how many clients you would serve during the year, and then have served four to six times that many. Why is there such a large difference between projections and actuals?
2. Your board meeting minutes from December report that your agency has a budget shortfall, and only enough funds to operate through May. Is that still the case? Is it common for you to operate this way?

Old Mill Center - Rally Around Families Together (RAFT) ($28,650 requested)

	FY 04-05	*FY 05-06*	*FY 06-07*	*FY 07-08*	*FY 08-09*	*FY 09-10*
Amount Requested	16,716	15,000	15,537	13,600	13,066	16,000
Amount Funded	8,000	10,000	4,000	6,400	5,000	7,500
Proposed Beneficiaries	140	200	60	131	64	19
Actual Beneficiaries	202	132	40	47	48	7 thru 12/09

This proposal seeks first-time funding support to expand Old Mill's Rally Around Families Together program. The program provides services intended to reduce child abuse and neglect by delivering an early childhood education program for children, and parenting training for their parents. Services include child literacy classes for children and parents, classes for parents intended to improve understanding of proper guidance and discipline, and a parent mental health support group. The program also includes visits to the homes of participating families to bring training into clients' homes.

The program as proposed appears to be eligible for CDBG funding, it addresses all of the criteria in the City's RFP document, and it appears that program outcomes would be both reasonable and measurable. This proposal shows one of the strongest collaboration elements of any received. The proposal states that 38 qualifying Corvallis households would benefit from the program, resulting in a CDBG investment of $754 per household. The requested $28,650 in Human Services Fund resources represents just under 18% of the program budget for FY 10-11.

Topics of Concern, or Worthy of Further Questions:

1. Your services look similar to those provided by the Parent Enhancement Program and their Parent Education Program. What are the differences in the programs? Is there any overlap in services?
2. What is that status of the Family Support and Connections program that the Human Services Fund supported in recent years?

Corvallis Daytime Drop In Center - Drop In Center ($18,000 requested)

	FY 04-05	*FY 05-06*	*FY 06-07*	*FY 07-08*	*FY 08-09*	*FY 09-10*
Amount Requested	15,000	15,000	18,075	20,000	36,000	20,000
Amount Funded	10,000	15,000	15,500	7,000	10,000	7,000
Proposed Beneficiaries	500	500	600	300	600	600
Actual Beneficiaries	460	463	277	217	302	144 thru 12/09

This agency began operating as the Circle of Hope Drop In Center in FY 02-03 with funding from the City's Human Services Fund and the Accountable Behavioral Health Alliance (ABHA). It originally offered a peer/consumer-operated drop in center at 215 NW Monroe for people with a mental illness. After ceasing operations at that original location in June of 2007, the Center was dormant until December 2007, when it reopened with a new name—the Corvallis Daytime Drop In Center—and in a new location, at 2685 NW Taylor. It was known when the Center took occupancy that the Taylor Street location would be temporary, and it closed in April 2008. In December 2008 the Drop In Center reopened, this time in a building on SW Washington just behind the Beanery. The owner of that building declined the Drop In Center's request for a lease extension beyond the end of September 2008. In early 2009 the Drop In Center worked out a lease arrangement with the First Christian Church to use space in the basement of the church building on the corner of SW 6th and Madison. They have been in this space since that time, although their current lease expires before the end of this fiscal year.

When it has been operating in recent years, most of the clients of the Center have been homeless, and many who have utilized the facility are both homeless and mentally ill. CDBG funding has been granted in the past specifically to pay rent, utilities and telephone service costs for the operation of the Center, as well as to pay a bookkeeping/payee service to maintain the organization's financial systems and accounts. The current proposal suggests that 600 individuals would utilize the Center next fiscal year, yielding a potential CDBG investment of $33 per client if the program is funded at $18,000.

The Drop In Center proposal outlines an activity that looks eligible for CDBG funding based on the population served. Again as with past proposals, the Center has not done a good job of outlining how their service meets all four Human Services Fund program goals, nor of explaining what outcomes will be achieved and how they will be measured. They also did not provide a narrative answer to question 9, in which they were to describe their approach to fund raising and leveraging of City funding.

The program budget raises a number of issues around questions of the agency's need for funds. While the proposal cover sheet shows a FY 10-11 Human Services Fund request for $18,000, the budget sheet for that year lists the HSF support at $10,000. And even at this lower investment level the program still generates a funding surplus at year-end. Using the budget shown in the proposal, with a Human Services Fund investment of approximately $3,000, the program would still break even at the end of FY 10-11.

Topics of Concern, or Worthy of Further Questions:

1. In recent years you have suggested the program will serve 600 people, but it has actually been serving half that number. Why is this? (Note that serving fewer clients changes the $/client investment.)
2. What progress is the Center making on securing a permanent facility location?
3. What is the Center doing to stabilize its operations so that its next move will allow for a longer-term occupancy?

Jackson Street Youth Shelter - Transitional Living Program ($15,000 requested)

	FY 04-05	*FY 05-06*	*FY 06-07*	*FY 07-08*	*FY 08-09*	*FY 09-10*
Amount Requested	20,000	0	25,000	18,829	31,995	20,000
Amount Funded	12,000	0	10,000	8,600	7,000	7,000
Proposed Beneficiaries	75	NA	100	50	50	24
Actual Beneficiaries	60	NA	37	60	62	37 thru 12/09

This proposal seeks funding to underwrite an expansion of services at the Jackson Street Youth Shelter (JSYS) for a fourth consecutive year (each expansion has been for a different program element), under which a total of 54 youth individuals would be served. The agency provides emergency shelter and supportive/follow-up services for youths (10-17) who are homeless, are runaways, or need respite from their family homes. The current proposal states that Human Services funding would be used to provide support for a Transitional Living Program for shelter clients who are preparing to leave the facility or have already moved into the community. The age of youths served through the program would continue to be 18. City funding would be used to help pay costs related to a 2.3 FTE staffing level for the program. This request would result in a CDBG investment of $278 per client if the activity is fully funded at $15,000. The City's investment would represent 24% of the budget for the program.

Historically, nearly all of Jackson Street's clientele have qualified as low income (and in most cases, very low or extremely low income). This being the case and presuming the same client mix in FY 10-11, the activity appears to be eligible for CDBG funding.

This proposal does not do a very good a job of describing how it will meet the four Human Services Fund goals, nor of identifying the evaluative criteria that would be used to measure the effectiveness of the Transitional Living Program element of JSYS's services. The agency would be one for Housing staff to work with on outcomes measurement if it is funded for FY 10-11.

Topics of Concern, or Worthy of Further Questions:

1. Are youths who are staying at the shelter considered to also be the clients who are receiving "transitional housing?" Are there any units in the community providing transitional housing?

Boys & Girls Club-($25,000 requested)

	FY 04-05	*FY 05-06*	*FY 06-07*	*FY 07-08*	*FY 08-09*	*FY 09-10*
Amount Requested	0	0	0	0	0	20,000
Amount Funded						10,000
Proposed Beneficiaries						65
Actual Beneficiaries						73 thru 12/09

This program seeks a second year of funding for the Lincoln Lion's Den program, an after-school academic and enrichment program operating at Lincoln School in South Corvallis. Significantly, the program represents the first to be operated on a long-term basis by the Boys & Girls Club outside of its Circle Boulevard facility.

A majority of current program participants income qualify for CDBG assistance, and it is anticipated that this would continue to be the case in the coming year. Based on this low income benefit, and judging by the program as described in the proposal, it appears it would remain eligible for CDBG funding in FY 10-11. The proposal does a reasonably good job of addressing the City's program criteria as well as outlining possible performance measurements that could be used to evaluate program success. The proposal estimates that 62 households would benefit during the year, resulting in a CDBG investment of $403 per household at the proposed $25,000 funding level. The proposed City funding represents 22% of the budgeted revenues for the program in FY 10-11.

Topics of Concern, or Worthy of Further Questions:

1. Can the academic improvement described on pages 4 and 5 of the proposal be linked directly to the Lion's Den program?
2. Your December board meeting minutes make a reference to the Lincoln project being down $17,000 because it has not met its anticipated participation goal for members, but numbers being reported to the City show participation is higher than proposed last year. Is participation really higher, or lower, than anticipated, and are revenues really down $17,000?
3. The proposal mentions a desire to keep Lion's Den participants involved in the Boys and Girls Club as they age out of Lincoln School. Is there transportation available for them to get to and from the Club?

Summary

This concludes our review of this year's Human Services Fund proposals. I hope this information helps with your understanding of all of the proposals, and also helps generate good questions for each agency. The questions I've noted are simply suggestions, and I hope you'll have many of your own that we haven't thought of. I am attaching a table that summarizes the per-individual or household investment of Human Services Funds that each agency is seeking in their proposals. I would ask that you use this as just one source of information, and not rely too heavily on it because many of the numbers for people to be served are extrapolated from agency estimates, and thus could end up being either higher or lower than the actual numbers that will be served if we move forward with the provision of funding at some level other than what is proposed.

Attachments: Table of FY 10-11 HSF requests with investment per beneficiary
February 16, 2010 Agency Presentation Schedule

MEMORANDUM

February 8, 2010

TO: Housing & Community Development Commission

FROM: Kent Weiss, Housing Division Manager

RE: HOME and CDBG Program Capital Project Proposal Presentations

This memo provides background information intended to help you as you prepare for your February 17 evening meeting, during which you will hear proposal presentations for capital funding from the FY 09-10 and FY 10-11 Corvallis HOME program, and from the FY 10-11 Community Development Block Grant program. Enclosed, in the red folder, are copies of five capital project proposals received this year. Joe, Lauren and I have reviewed and analyzed the proposals, and have developed the following information for your review. Before we describe and summarize all of those proposals, we will detail the amounts of funding available this year and explain the constraints on that funding.

HOME Program Funds

Two proposals for HOME funding have been submitted this year, one from Willamette Neighborhood Housing Services (WNHS) and the other from the Corvallis Homeless Shelter Coalition (CHSC). The WNHS project would build seven new housing units for low income, first time home buyers on property they would acquire from the City at Seavey Meadows in Northeast Corvallis. The CHSC project would acquire an eight-unit multifamily property for use as permanent supportive housing for homeless individuals and couples.

The following table includes amounts of HOME funding available from the current fiscal year and next fiscal year (estimated), which are available for allocation in the current process:

	FY 09-10	FY 10-11 (est.)	**Total Available All Years**
CHDO Project (min.)	$0	$67,500	**$67,500**
Any Project (direct HUD allocation)	269,795	337,500*	**337,500**
Any Project (program income)	0	0	**0**
Total	**$269,795**	**$405,000**	**$674,795**

** Includes the amount ($20,000) that could be allocated for support of CHDO operations.*

Amounts identified in the "CHDO Project (min.)" and "Any Project (direct HUD allocation)" source lines in the foregoing table represent the funds Corvallis will receive through a direct allocation from HUD to our U.S. Treasury account. A "CHDO" is a Community Housing Development Organization, and must meet specific HOME regulations in order to earn that designation. The basis of receiving this designation is the entity's intent to create affordable housing on a long-term, ongoing basis in ways that meet the City's HOME program goals. Each HOME jurisdiction must have at least one CHDO, and Corvallis has a single CHDO in Willamette Neighborhood Housing Services. Not less than 15% of the HOME funds the City receives each year must be earmarked for projects that will be carried out by a CHDO.

Funding Time Frames

As noted earlier, HOME regulations allow funds to be reserved to a CHDO for a conceptual project much earlier in the development process than they may be committed to an agency that is not a CHDO. To commit HOME funds to a non-CHDO project, that project must be prepared to move forward with property acquisition within six months of HOME commitment (if an acquisition-only project); if construction is involved, that construction must begin within one year of committing HOME funds. No HOME funding may be committed (other than through CHDO project setasides) until a site- and project-specific environmental review process has been completed.

HOME program regulations stipulate that funds be committed by the City within two years of allocation from HUD, and expended on projects within five years. The next commitment/ expenditure deadline for the City is August 1, 2010. By that date we must commit at least $81,059 to eligible HOME activities; we do not need to expend any funds by that date to remain compliant with the HOME expenditure deadline requirements.

CDBG Program Funds

As in past years, because CDBG funds can be more readily used to support the City's ongoing housing rehabilitation and down payment assistance loan programs, CDBG program funds expected for FY 10-11 are relatively limited. Our ongoing philosophy in allocating funds from the two programs has focused on providing grant funds through the HOME program, and loaning funds to the extent possible and practical through the CDBG program. Although we have provided CDBG grants in the past, we have typically balanced them with our identified goals for housing rehabilitation and home ownership assistance loans. My estimate of the amount of CDBG funds we should look to allocate to projects is based on two financial factors: our anticipated FY 10-11 grant amount, and the likely CDBG carryover amount from FY 09-10. Based on those factors our potential FY 10-11 CDBG allocation amount breaks down as follows:

CDBG Funding and Programmed Activities	Amount
Carryover from FY 09-10 (estimated)	$225,000
plus estimated FY 10-11 CDBG Allocation from HUD	535,000
plus Anticipated FY 10-11 Program Income	70,000
Projected CDBG Resources Available for FY 10-11	**$830,000**
less Admin and Program Delivery costs	(200,000)
less Human Services Fund allocations	(80,000)
less Owner-occupied Housing Rehab loan programs	(200,000)
less Down Payment Assistance loan programs	(100,000)
Estimated balance to support activities by others	**$250,000**

Like HOME, CDBG funds also come with an expenditure deadline, although it is calculated differently. CDBG timeliness is determined on May 1 each year, at which time grantees must have no more than 1.5 times that year's total grant allocation remaining in their federal Treasury CDBG account. Staff estimate that the City's timeliness ratio on May 1, 2010 will be 1.1 to 1.2, so we will easily meet requirements this year. The May 2011 deadline may be a challenge depending on the pace of expenditure for a currently-committed grant of $200,000 to WNHS for which work has not yet begun, and on the project(s) to which FY 10-11 CDBG funds are allocated. This issue is discussed further in the project summaries that follow.

Program Goals and Achievements

The FY 08-09 through FY 12-13 CDBG/HOME Program Consolidated Plan for Corvallis established a variety of housing-specific goals to be achieved during its five-year effective period. The allocations you are considering now are for the third year of that five year period. The table on the following page lays out the Consolidated Plan's five-year goals by type of assistance activity, identifies the source of funding dedicated to each activity type and subtype, and provides totals for the projected number of units we anticipate achieving in each area by the end of FY 09-10.

Five Year Corvallis CDBG/HOME Program Housing Goals with Outcomes through FY 09-10

Activity Type and Goal	Activity Subtype	Funding Source	Unit Goal	Anticipated FY 08-09 & FY 09-10 Units	Typical cost per unit	Gap Between Created Units and Unit Goal
Facilitate the creation of 150 new owner or renter housing opportunities.	City Down Payment Assistance Loans	CDBG	60	20	$7,000 - 10,000 per unit	40
	Unit Acquisition or construction by others	HOME	90	4	$100,000 - 200,000 per unit	86
Fund rehabilitation and improvement of 175 units of housing.	Rental housing rehab activity by others	HOME or CDBG	125	89	$5,000 - 40,000 per unit	36
	City housing rehab loans for owner-occupied units	CDBG or RLF	50	12	$15,000 - 70,000 per unit	38
Create 30 permanent supportive housing opportunities for special needs populations.	Supportive housing for homeless populations/ subpopulations	HOME or CDBG	20	0	Unknown - no projects have sought funding	20
	Supportive housing for non-homeless special needs populations	HOME or CDBG	10	0	$50,000 - $150,000 per unit	10
All unit types			**355**	**125**		**230**

Staff Approach to Proposal Reviews

Housing staff have taken a somewhat different approach to our review of project proposals this year. In the past, when the level of competition for funds was low and all project requests in a given year could reasonably be funded, staff worked with applicants between the January application deadline and the HCDC's February review sessions to help them (the applicants) address questions, concerns or shortcomings in their proposals. This year, because there is not enough funding to fund both of the proposed HOME projects, or all of the proposed CDBG projects, staff asked applicants only for technical clarifications, and did not pursue information that might have helped improve the quality of applications and in essence, "level the playing field." In future allocation rounds, assuming the level of competition remains high, this approach will be continued.

In past years in this document we have suggested some specific questions for your consideration as you review the proposals, and as you discuss them with applicants. As an alternative this year we have provided more detail within the review matrix for each project proposal. Our intent in giving you more detail here is to provide thoughts to consider during your review, and potential questions to ask during presentations. In the right hand column of each project review matrix you will see a "Yes," a "No," or a "???" noted, which references our evaluation of whether the proposal meets requirements and goals in each review area. Questions you might consider asking can be drawn from those areas that have either a "No" or a "???" listed. Continuing the "level playing field" logic, in some cases the proposers will be aware of probable questions or the areas in their proposals that are lacking clarity, but this will not be true in all cases.

Project Overviews

With the foregoing information as background, the following summaries will provide an overview of the five FY 10-11 capital project requests. Proposal summaries are provided in the same order you will hear presentations on the evening of February 17.

Corvallis Daytime Drop-in Center (CDDC)

CDBG Capital Request: $60,161 grant to fund the remodeling of a building at 661 SW Jefferson so that it can be used as an advocacy center for the homeless.

Funding for this project would underwrite costs to remodel a building owned by the First Christian Church at SW 7th and Jefferson that currently serves as a four-unit residential rental property. The applicant's response to question 1 ("Describe your project . . .") of the application does not provide enough detail to get an understanding of what would occur in the facility following rehabilitation work, but some information can be gleaned from responses to other questions to conclude that the facility would provide services to people who are homeless, have special needs, or are extremely low income. These services would include assessments of individual social service needs; information and referral to other support agencies; assistance with securing medications or other medical treatment; connection with job and other life skills training; and provision of a place for clients to shower and do laundry. Most of these services, except for the shower/laundry facilities, are currently being provided at the agency's Project Action office in the lower level of the Madison Plaza building (below Starbuck's).

A general, concept-based project threshold analysis is detailed in the table below.

Program Review Element	*Description/Explanation*	*OK?*
Target Population:	People who are homeless, people with special needs, and low income people are eligible for assistance in CDBG-funded facility projects. This population (other than non-homeless/non-special needs low income clients) is assigned a high priority for service assistance in the City's Consolidated Plan.	Yes
Total number of clients to be assisted:	The application does not include a figure for the number of clients that will be served in the facility. It states that there were 130 unsheltered homeless people in Corvallis in September 2008.	???
Incomes for assisted units/facility:	Required: ≤80% of median. Actual: People who are homeless are presumed to be low income, as are people with many types of special needs (severely disabled, mentally ill, persons with AIDS, the elderly, etc.).	Yes
Proposed rent limits:	This is a community facility project; no housing would be provided under this application.	N/A
Eligibility of proposed costs:	It is likely that many or even most of the proposed costs will be eligible for CDBG funding, but the proposal lacks enough detail to determine whether all costs will be eligible. Because no other funds are being sought for the project, there could be eligibility gaps. Having no other sources of funding also leaves no source to cover unanticipated needs once the scope of work is better defined, additional needs are uncovered, bids are secured, and work gets underway. A visit to the site by Housing staff suggests the scope of work will be larger than described in the proposal to address some basic building deficiencies like decaying roofing, suspected dry rot, possible mold issues, and relatively extensive accessibility upgrades to allow full wheelchair use of the first floor. This project would fall under a special category in the CDBG regulations because the facility is owned by a church but would be leased to a service provider who would perform the CDBG-eligible activity. These regulations require that the funding be granted to the non-profit service provider to pay for the improvements, and that the church agree to lease the facility to the non-profit for the life of the CDBG-funded improvements. In the event the lease did not run through the life of the improvements the remaining value of the improvements would have to be repaid by the church to the non-profit, who would repay the same amount to the City. In addition, the church would not be able to lease the facility for more than it was earning from the building prior to rehabilitation work being carried out. Note here that the operating budget for the project calls for the CDDC to lease the building from First Christian Church for $3,000 a month, but current rents for the four apartments in the structure total only $1,675 a month.	???

Reasonableness of financing plan:	As noted above, because no funding other than the City's CDBG investment is anticipated, there would be no source to pay for costs higher than the grant amount requested. Based on its visit to the building, staff anticipate costs will be considerably higher than the amount requested, perhaps as high as $100,000 or higher. At that level the financial justification for the investment in this building would need to be evaluated. The project budget does not include any costs related to architectural or engineering services. Housing staff have confirmed with the City's Development Services Division that engineering analyses of some of the intended improvements would be required, and that architectural plans would be desired. The operating budget for the facility identifies income of just under $92,000 for the first year. Approximately $17,000 of this amount would come as in-kind support from the First Christian Church (they would pay for utilities, property taxes, property insurance and property management). The balance—$75,000—would be raised through donations and grants. The sources of these donations and grants are not identified. Project operating costs would total $36,500 for the first year; the use of the balance of funds raised—$55,500—is not explained.	???
Period of affordability:	None required with CDBG.	N/A
25% Match:	None required with CDBG.	N/A
Developer's Fee:	None proposed or allowed under CDBG rules.	N/A
Developer/Sponsor Capacity:	The CDDC, through its Project Action, has provided many of the services that would occur in this facility for the last year-plus, demonstrating that the agency has the capacity to do what it proposes from a service provision perspective. Less certain is the agency's capacity to complete the planning work that would be required to create specifications for the building rehabilitation project and secure land use approvals and building permits without hiring professional design/engineering services, and provide management for the rehabilitation project that would follow.	Yes ???
Demonstration of need:	As noted above, the application does not give an estimate of the number of clients who will use the facility on a daily basis. It does provide data related to the homeless population of Corvallis. Given that most of the services to be provided in the facility are already being provided at another location and would presumably be moved once the rehabilitation project is complete, it is likely that need for this project could have been demonstrated within the context of the funding application.	???

Environmental issues:	Because this project would carry out rehabilitation work in an existing building, the only potential problematic federal environmental review issue is related to historic preservation. The application provides no indication of whether this aspect has been considered; it is very likely that historic review of exterior work by the City's Planning Division would be required, and certain that clearance by the State Historic Preservation Office would have to be secured. Other issues of environmental concern that would be addressed within the scope of rehabilitation activity include lead-based paint, mold, and asbestos remediation if any of those substances are present as suspected.	???
Readiness to proceed:	Significant but addressable issues that might affect this project's readiness include: how, and how quickly, operating funding will be raised; whether the First Christian Church will remain committed to the project given the length of its required participation and the limitation on the lease value that would be imposed under CDBG regulations; and what funding source(s) will be tapped to cover likely rehabilitation costs above the requested $60,161. A more significant issue to be addressed is the development of a comprehensive and accurate scope of work and building plans that will be deemed adequate for purposes of receiving permits. Hiring an engineer and architect to complete project planning work would overcome this issue but there are no funds budgeted for this purpose.	???

Corvallis Homeless Shelter Coalition

HOME Capital Funding Request: $500,000 (as a grant) for the acquisition of a multifamily property with eight (8) units, seven (7) of which would provide permanent supportive housing for individuals and couples who are homeless. The total funding being sought from all sources for the project as outlined in the proposal is $815,000. **(NOTE: HUD is updating an interpretation of HOME program rules that apply to creating rental units only for a specific target group. At the time this summary is being developed the City has not received direction from HUD on their new interpretation; we have been advised that it is safe to assume a preference for a target population will be allowed, but not necessarily a rule allowing units to be rented only to a specific target population.)**

Funding for this project would underwrite just under 70% of the anticipated cost for the Corvallis Homeless Shelter Coalition (CHSC) to purchase an eight-unit multifamily property located at 1661 NW Harrison Boulevard. The property is currently privately owned; last August a fire did significant damage to the building, and will require that most of it be rebuilt entirely. The owner has submitted a letter declaring his intent to rebuild the apartments using the proceeds of his property insurance, and then once completed, sell it to the CHSC for $715,000 or its appraised value, whichever is less. The building would contain two one-bedroom units (one to be occupied by an on-site manager) and six two-bedroom units.

This project would be the first carried out by the CHSC, a non-profit organization formed in March of 2008. The organization currently oversees the operation of Corvallis' men's and

women's winter shelters, which typically operate from November into March and are staffed by community volunteers.

It appears that the project as proposed would meet zoning and land use requirements. However, it does not meet HOME regulations for three primary reasons: 1) the CHSC states that the project will house only its clients (regulations would require that the project be open to all qualified homeless individuals or couples); 2) clients would be required as a term of their lease to participate in case management and group meetings (regulations prohibit such terms); and 3) the budget appears to anticipate having tenants share bedrooms in order to get to the 18 tenant count described in the application (there will only be 13 bedrooms available). Unless the tenant household is a couple, the sharing of bedrooms would not be allowed under HOME regulations. These prohibitions were explained in a pre-application meeting with the CHSC, and/or are also described in the applicant's handbook that is prepared for each year's allocation process. Other potential regulatory challenges for this project are requirements that tenants be offered not less than a one-year lease, and a prohibition on evictions in anything but 30 days or longer.

A general, concept-based project threshold analysis is detailed in the table below.

Program Review Element	*Description/Explanation*	*OK?*
Target population:	Renters with incomes at or below 30% of median, most or all of whom are homeless. This population is assigned a high priority for housing assistance in the Corvallis Consolidated Plan.	Yes
Total units/ assisted units:	Eight units would be acquired, with seven to be HOME-assisted/occupied by target tenants. Thirteen bedrooms would be available to house clients.	Yes
Incomes for assisted units/facility:	Required: ≤60% of median. Tenant income to be verified prior to execution of individual leases. As homeless individuals receiving minimal benefits, the tenants served would most likely be considered extremely low income (less than 30% of median).	Yes
Proposed rent limits:	Rents described in the project operating budget exceed the HOME program limits. Rather than the proposed gross rent of $6,000 per month, the project would generate at most $5,200. After adjusting the vacancy rate upward from the budgeted 10% to 20% (due to challenges that HOME leases might pose) the net rental revenue per month could potentially be as low as $4,160, or $1,240 less than reflected in the proposal's operating budget.	No
Eligibility of proposed costs:	HOME funding may be used for property acquisition.	Yes

Reasonableness of financing plan:	Because they are a relatively new organization that has never undertaken a capital project, there is uncertainty about the CHSC's ability to raise $315,000 in addition to a City HOME investment that their sources budget calls for. The project operating budget (page 19) outlines total costs of $46,296 for the first year but does not include the $27,060 cost of the case manager that is described on page 6 of the proposal attachments. Adding these two figures together yields a first-year operating cost of $73,356; the net operating income using appropriate HOME rents and the 10% vacancy rate in the proposed budget is $56,128, which leaves the organization to fundraise the shortfall of $17,228. Using a more likely 20% vacancy rate and increasing anticipated expenditures for unit repairs and maintenance for at least the first year, the shortfall would increase to $36,329. Sources that would be asked to cover this deficit include the City's CDBG Human Services Fund and Social Services Fund, as well as United Way. Tenants would be expected to provide a $300 deposit at move-in; the source of this deposit is not noted. The success of the operating budget will rest in large part on the project tenants' ability to pay rent, or have that rent subsidized through tenant- or project-based assistance. Clients may have some income to allocate to their rent, but identifying a stable source to supplement that income or pay the rent entirely will be critical. No certain source is identified in the project application.	???
Reasonableness of service plan:	A description of the services to be provided is contained at the bottom of page 5 and top of page 6 of the application attachments. It outlines the CHSC's intent to hire a .5 FTE case manager to help tenants succeed in their housing and to connect them with needed services; the agency intends to enter into agreements with a number of public and private service providers. As noted above, because the operating budget for the project will not be adequate to cover non-services operating costs, the costs for the case manager and any other services will need to be covered through other grant sources. The CHSC will impose "house rules" (see p. 5 of the attachments) to help tenants succeed in their housing. Key among these are: prohibitions on illegal activities; allowing alcohol consumption only inside units; and limiting smoking to designated areas. Of concern: unit sharing by tenants as proposed opens the project to challenges to stable living and successful service provision, especially when mixing tenants with different levels of commitment to sobriety or the use of prescription medications to support mental health. Again, tenants may only be offered the option of participating in services; they may not be required to participate.	???
Period of affordability:	The minimum period of affordability for the project is 20 years; the CHSC has proposed a 30-year period of affordability.	Yes

25% match:	HOME match for the project would be generated from the privately contributed funds raised for acquisition of the property (but not funds raised for operations). If the property is purchased for $715,000, the amount of match given the proposed financing structure would be $215,000, which results in a level of 43%.	Yes
Developer's fee:	As is typical of acquisition-only projects, no developer's fee is included in the budget.	Yes
Developer/sponsor capacity:	The CHSC has no experience with permanent housing development or operation. They would look to overcome their inexperience by using professional property management services and hiring an on-site manager who would occupy one of the project's units.	???
Demonstration of need:	The application includes data from recent homelessness surveys that demonstrate Corvallis homeless population numbers that could provide the proposed number of tenants. The application does not provide an evaluation of the population's desire or ability to enter into a rental agreement for permanent housing.	???
Environmental issues:	As an existing use on a developed site there are no anticipated adverse environmental issues.	Yes
Readiness to proceed:	Because it has a willing owner/seller the project could proceed as soon as the funds needed to acquire the property, to operate the property, and to provide tenant rent subsidies are secured. The time frame to accomplish these ends is uncertain. The lease agreement included with the application, which both parties would sign to cover the interim period between the time the property starts being used as permanent supportive housing and when the CHSC has acquisition/start-up funds in hand, has a term that runs until July 2011, with an option to extend to January 2012.	???

Willamette Neighborhood Housing Services

HOME Capital Funding Request: $885,697 for the construction of seven (7) homes for low income/first time home buyers in the Seavey Meadows Community Land Trust project. Of the amount requested, $525,000 would be a grant of permanent subsidy to the project; the balance ($360,697) would be repaid to the City following the sale of the newly-constructed units. The total cost of developing the project as proposed will be $1,649,427.

Funding for this project would underwrite just over half of the costs of building seven new homes in the Seavey Meadows area north of NE Walnut, just south and east of NE Conser Drive. The project represents phase one of a larger affordable housing development effort that will carry out a City strategy that combines retention of open space/wetlands with the creation of affordable housing on land that came into City ownership in the 1980s through debt foreclosure.

This project would continue WNHS's Community Land Trust development effort, begun with their FY 08-09 Leonard Knolls (2-unit) project on SW Leonard Street. The homes would be built

on land currently owned by the City of Corvallis, and which the City Council has agreed to transfer to WNHS for the development of an affordable housing project. A future element/ separate phase of WNHS's Seavey Meadows project, to which $450,000 in HOME funding has already been committed, will develop 36 affordable multifamily rental units.

The project as described appears to meet HOME regulations, and all land use approvals needed to move forward with construction are in place. The project site's development area contains delineated wetlands; the City has received and holds a removal/fill permit from both the Oregon Department of State Lands and the U.S. Army Corps of Engineers. These permits will allow the wetlands in the development site to be filled in return for the creation/enhancement of wetlands across NE Conser from the development site. At the time this project moves forward the City intends to transfer these wetland permits to WNHS.

The request for $885,697 exceeds the amount of HOME funds the City has available to allocate by over $200,000. Because WNHS is a CHDO with open HOME funding reservations totaling approximately $1.8 million this project, if funded, would need to borrow from those previous commitments. HOME funds loaned to the project would be repaid to the City and held as Program Income with the stipulation that they be used on future HOME-eligible housing activities, with enough held aside to replace funds borrowed from specific WNHS projects.

A general, concept-based project threshold analysis is detailed in the table below.

Program Review Element	*Description/Explanation*	*OK?*
Target population:	Low income home buyer households. This population is assigned a medium priority for housing assistance in the Corvallis Consolidated Plan.	Yes
Total units/ assisted units:	Seven units proposed for construction/sale to first time buyers.	Yes
Incomes for assisted units/facility:	Required: ≤80% of median. Buyer income to be verified prior to execution of individual purchase agreements with assisted buyers.	Yes
Proposed rent limits:	Not applicable to a home ownership project.	N/A
Eligibility of proposed costs:	HOME funding may be used for land acquisition (although in this case, not to pay the City for land it already owns) and for the construction of homes for sale to low income purchasers.	Yes

Reasonableness of financing plan:	WNHS's assumptions about receiving the non-City funding described in the application are very reasonable. Relative to project costs, they have performed two estimation processes to determine the costs of construction; however, with total development costs, excluding land, at $225,632 per unit, more work to reduce costs seems called for. A permanent HOME subsidy of $525,000, or $75,000 per unit, is considerably higher than any City permanent investments in past home ownership projects. The most similar example would be our recent investment in the Benton Habitat for Humanity Tunison project, in which we invested $79,000 per unit for a total of $158,000 invested. Of that amount, just under $16,000 remained in the project as non-repayable permanent subsidy, and the balance will be repaid by the purchasers of the two homes over the next 30 years. WNHS's recent HOME-funded Leonard Knolls project received a total City investment of $264,000; of that amount, $16,000 was considered permanent development subsidy, and $24,000 was used as forgivable loans to the home purchasers, yielding a permanent subsidy of $20,000 per unit. It appears there are ways the costs of this project could be reduced through such measures as value engineering, reducing unit sizes, and accounting for the cost differences in finished vs. unfinished space. The sale prices of units are targeted at households with lower-than-required incomes (60% for 2BR, 62% and 65% for 3BR); increasing sale prices would yield more funds for repayment of the City's HOME investment, allowing a rebalancing of the loan to grant (permanent subsidy) ratio. The project budget as it relates to the construction and sales of units calls for not only $75,000 in permanent HOME subsidy, but also $22,000 in CDBG and HOME down payment assistance loans for each transaction. If the commission feels the WNHS Seavey Meadows Community Land Trust project is deserving of funding, staff would recommend that we be directed to work with WNHS to refine the project budget in order to evaluate the possibility of reducing the City's permanent investment of HOME funds by reducing our total investment and by shifting some of the invested funds from permanent subsidy to temporarily loaned funds. As noted above, this examination would at least evaluate unit construction costs, unit sizes, and the potential for higher sale prices that would still keep units affordable to qualifying purchasers. Within the scope of this examination WNHS would also be asked to evaluate the project's tolerance for converting a portion of the City's HOME investment into direct loans to the purchasers, rather than leaving the relatively high levels of permanent subsidy in the project.	Yes ???

Reasonableness of service plan:	As a home ownership project no ongoing services are required. Potential home purchasers will be required to attend a first time home buyer education program, which also offers ongoing counseling if buyers face challenges related to their purchase or other ownership issues in the future. Because of the design of the Community Land Trust project, buyers' funds for property maintenance will be held by the Trust to assure homes are well-maintained.	Yes
Period of affordability:	As the project has been proposed, the minimum period of affordability will be 20 years; WNHS has proposed an indefinite period of affordability because the life of the Community Land Trust will also be indefinite.	Yes
25% match:	HOME match for this project would be based on the difference between what WNHS pays the City for the land, and what that land is actually worth. Estimating that the land is worth $75,000 per lot, and subtracting the $10,000 that WNHS proposes to pay for each lot, the balance of $65,000 per lot, for a total of $455,000, would be considered match. This would represent 51% of the required match amount.	Yes
Developer's fee:	A relatively low $70,000, or 4.2% of development costs. (Would be paid from unit sale proceeds, not from City HOME funding.)	Yes
Developer/sponsor capacity:	WNHS has existed since 1991, has considerable experience with housing development, construction, and rehabilitation, and has worked with both rental and ownership housing.	Yes
Demonstration of need:	Based on the market study included in the application, and given the number of housing cost burdened residents in Corvallis, the need for this project appears to have been demonstrated adequately.	Yes
Environmental issues:	City staff are working through an environmental analysis of the project site and anticipate successful completion by the end of the fiscal year. The most significant environmental issue surrounds the presence of wetlands on the project site; as noted previously, the City currently holds regulatory agency permits to fill these wetlands in return for wetland mitigation work on City-owned land across Conser from the project site. If the project is funded, the City will transfer these wetland permits to WNHS.	Yes
Readiness to proceed:	From a construction standpoint, the project is reasonably ready to proceed in that the larger land use approvals that are required have been received. No building plans have been submitted, nor have permits been issued. An examination of project costs to reduce the City's permanent investment of HOME funds could be carried out in time to keep project initiation on track for spring/summer 2010.	Yes

Center Against Rape and Domestic Violence (CARDV)

CDBG Capital Request: $200,000 grant to partially fund the acquisition of land and construction of an advocacy center for survivors of domestic violence at a site on SW Third Street near SW Alexander.

Funding for this project would underwrite costs related to CARDV's land acquisition and building construction related to an advocacy center to be located on SW Third Street near SW Alexander. The center would serve survivors of domestic violence from Corvallis and surrounding areas, and would be a center of services for the ten domestic violence permanent supportive housing resident households who will occupy WNHS's Alexander Court project at the same location. (The City has allocated $1 million in prior-year HOME funding, as well as $200,000 in FY 09-10 CDBG funding to WNHS to carry out this housing development project, which will result in a total of 24 multifamily rental units).

A general, concept-based project threshold analysis is detailed in the table below.

Program Review Element	*Description/Explanation*	*OK?*
Target Population:	Survivors of domestic violence, a homeless subpopulation that is presumed to be low income. This population is assigned a high priority for housing and services assistance in the Corvallis Consolidated Plan.	Yes
Total number of clients to be assisted:	CARDV states in its application that 480 families will be served during the first year of the advocacy center's operation.	Yes
Incomes for assisted units/facility:	Required: ≤80% of median. Actual: Without conducting an income verification, survivors of domestic violence are presumed to have incomes at or below 50% of median; if the project is funded CARDV would be required to conduct income verifications to determine if households with even lower incomes are being served.	Yes
Proposed rent limits:	This is a community facility project; no housing would be provided under this application.	Yes
Eligibility of proposed costs:	CDBG may be used for land acquisition and facility construction as proposed. Some specific cost elements of the project would not be CDBG-eligible as portrayed in the application, and if construction is funded the entire project would be subject to federal procurement, contracting and prevailing wage requirements. If only land acquisition was funded these requirements would not apply to the construction portion of the project.	Yes

Reasonableness of financing plan:	With total development costs projected at $506,577 this project would require significant support from private individuals and foundations to secure the funds needed beyond the proposed $200,000 City CDBG investment. The City's funding would represent just under 40% of the total needed, and all but $20,000 of the balance already in hand would need to be raised by CARDV. Of concern with this proposal is the extended time frame for acquisition of the property (to take place in March 2011) and facility construction (to begin in June 2011 and be completed in October 2011). As referenced earlier, the City has expenditure deadlines for its CDBG resources. If regular CDBG expenditures were to slow for the rest of the current year and continue at that slower pace next year, the 2011 deadline might be missed if expenditures for this project do not occur as scheduled. The timing of project expenditures hinges in large part (although not in total) on WNHS receiving the remainder of the funds it needs to move forward with construction of the housing portion of the Alexander Court project. If this project is funded with CDBG resources, a contingency plan to meet the 2011 expenditure deadline should be developed.	???
Period of affordability:	None required with CDBG.	N/A
25% Match:	None required with CDBG.	N/A
Developer's Fee:	None proposed or allowed under CDBG rules.	N/A
Developer/Sponsor Capacity:	Although CARDV has reasonably extensive experience managing City CDBG-funded projects, they would hire WNHS to act as project manager for the construction element of this project; WNHS has considerable experience and capacity in this regard. CARDV would operate the facility; it has been providing these and similar services in other locations in Corvallis for 28 years. The operating budget in the project application looks reasonable given CARDV's experience receiving and managing funds from the sources identified.	Yes
Demonstration of need:	As described on page 5 of the application, CARDV has utilized recent client assistance numbers, as well as experience-based services planning, to identify their need for this facility.	Yes
Environmental issues:	City staff completed environmental assessments for this site in conjunction with WNHS's recent property acquisition and Leonard Knolls project.	Yes
Readiness to proceed:	Land use approvals for this project are pending, and the level of public process to be applied will depend on the City's review of final site plans. There is a possibility that a public hearing will be required to allow development under the desired site plan. Property acquisition could occur sooner than March 2011, but in order to be done with certainty that the project will move forward in a timely way, it should wait until WNHS has received commitment of the funds it needs to carry out the development of Alexander Court housing. If the City provides CDBG funding to the project, once it is committed through a funding agreement CARDV would have six months to complete a land acquisition transaction, and another six months to begin building the advocacy center.	???

Samaritan Village (SV)

CDBG Capital Request: $200,000 grant to partially fund repairs to the 83-unit Samaritan Village low income/elderly rental housing facility located at 285 NW 35th Street.

Funding for this project would underwrite costs related to the replacement of the entire roofing system at Samaritan Village. Cascade Management, which acts as the property manager for Samaritan Village, recently hired an architectural firm to conduct a capital needs assessment (CNA) for the complex. Items deemed in "critical" need of repair in that CNA include the roof, siding repair/replacement, painting, site lighting and replacement of columns. The estimated cost to address these repair needs is $544,600. The total cost to address these and less critical needs in coming years is anticipated at $3,183,880.

Samaritan Village has been a relatively frequent applicant for CDBG funding in recent years, having received CDBG assistance totaling $230,357 over the last ten years. Funding years, amounts, and scopes of work include:

FY 08-09	$122,649 grant	Install a backup generator system and a lift from the main floor to the basement of the dining/common building.
FY 04-05	$ 40,428 grant	Replace windows and the heating system in the common building.
FY 00-01	$ 67,280 loan	Replace windows in all of the complex's apartment units.

A general, concept-based project threshold analysis is detailed in the table below.

Program Review Element	*Description/Explanation*	*OK?*
Target Population:	Low, very low and extremely low income elderly renters. Low income elderly renters are considered to be a medium priority for housing assistance in the City's Consolidated Plan; very low and extremely low income elderly renters are considered to be a high priority.	Yes
Total number of clients to be assisted:	83 units (so 83 households) are occupied by low income residents.	Yes
Incomes for assisted units/facility:	Required: ≤80% of median. Actual: Historically, 100% of the tenants have qualified as low income (less than 80% of median), and a significant percentage have qualified as very low income (less than 50% of median).	Yes
Proposed rent limits:	The assisted units include 66 studio and 17 one-bedroom apartments. Current CDBG rent limits (including utilities) are $620 and $664 a month. The SV application does not provide current rent levels; if funded, rents would be confirmed and if too high, they would need to be reduced prior to execution of a funding agreement. Rent levels have been compliant in previous years.	???
Eligibility of proposed costs:	CDBG may be used for the rehabilitation of renter- or owner-occupied housing units occupied by low income households.	Yes

Reasonableness of financing plan:	The CDBG funding requested represents 48% of the rehabilitation project budget. Of the remaining 52%, all but $42,407 (10% of the total budget) would be drawn from SV building/replacement reserves. Given the relatively low amount of loaned funds that would be sought it is likely the financing plan could be achieved if City funds are approved.	Yes
Period of affordability:	None required with CDBG.	N/A
25% Match:	None required with CDBG.	N/A
Developer's Fee:	None proposed or allowed under CDBG rules.	N/A
Developer/Sponsor Capacity:	Both Cascade Management and the building managers at Samaritan Village have worked successfully with the City's CDBG funding in the recent past.	Yes
Demonstration of need:	This is a challenging area of analysis for this project. Based on the CNA prepared by Pinnacle Architecture, there is a clear and urgent need to replace the roofing system throughout the complex. However, based on the response to question 5 of the application, the roof has been leaking for 15 years. Of concern is that prior recent applications for City CDBG funding have not sought to address this problem, and the City has provided over $230,000 in prior year grant and loan funds to address less pressing needs.	???
Environmental issues:	City staff have completed environmental assessments for this site in conjunction with prior grant requests, and clearance has been achieved for each.	Yes
Readiness to proceed:	The project schedule suggests work could begin as soon as CDBG funding becomes available. This assessment appears to be accurate as long as the needed loan is secured.	???

Conclusion

That completes staff's review of this year's HOME and CDBG project funding proposals. We hope the summaries and analyses will be helpful as you evaluate each proposal, and as you think about the questions you will want to have answered in order to come up with allocation recommendations for consideration by the City Council. The pages that follow provide an overview of the scoring system currently used by the HCDC to assess and determine allocation recommendations for capital projects. We will discuss the system and its application in more detail during our sessions on February 16 and 17.

Thanks in advance for your time and hard work preparing for this process!

Attachments: February 17, 2010 Agency Presentation Schedule
Copies of agency project proposals

Capital Project Rating and Ranking

The information that follows outlines the rating and ranking criteria the Commission uses to determine which projects should be recommended to the City Council for funding. Please review the following guidelines prior to our February 17 session, and begin thinking about the merits of each proposal along the lines of the criteria we'll use to evaluate them.

City of Corvallis CDBG and HOME Program Rating and Ranking Criteria

1. Project Feasibility and Cost Reasonableness

    - Readiness to Proceed (site control; appropriate zoning/zoning issues addressed; site and environmental reviews complete; relocation issues addressed; ability to begin construction/rehab within 12 months of signing grant agreement, complete a proposed improved property purchase within six months).

    - Financial Feasibility (reasonableness of funding assumptions, basis of project financial estimates, reasonableness of development, construction and operating cost estimates).

    - Financial Need (demonstrated need for CDBG and/or HOME funds due to lack of other adequate funding).

    - Leverage (amount of funding requested in comparison to funding being provided from other sources).

    - Demand for the project as demonstrated through a market analysis or other supportive evidence.

2. Developer/Sponsor Capacity

    - Capability (staff expertise, or ability to secure expertise needed to carry out proposed project/activity).

    - Experience (past success in carrying out activities/project of a same or similar size and nature; experience in receiving CDBG and/or HOME funding, and capacity to carry out activities in compliance with the regulations that apply to the CDBG and HOME programs).

    - Post-project Service Capacity (plan for managing a property, if acquiring/rehabilitating rental housing, and plan for providing resident services needed by the population being served in such rental housing; plan for operating a community/public facility and ability to effectively serve its clients).

The following scoring system is used to rate and rank capital projects. Non-capital requests will be evaluated independently, and funding consideration will be weighed in conjunction with funding recommendations for capital requests.

Alignment with goals/strategies/actions outlined in the Corvallis Consolidated Plan.	Threshold criteria - all applications must align with at least one Consolidated Plan goal, and must intend to carry out an eligible activity in order to be considered for funding.
Project Feasibility and Cost Reasonableness	Up to 30 points
Developer/Sponsor Capacity	Up to 20 points
Additional Points may be awarded to an application based on the proposed project's effectiveness and breadth in serving those with the lowest incomes.	Up to 15 points

HOME requests have two additional evaluation criteria by which points are awarded:

Provision of HOME match	3 points for each 5% increment of qualifying match relative to the amount of HOME funds requested up to the 25% target; 1 point for each 5% increment above the 25% target.
Period of Affordability	3 points for each five years committed to a period of affordability *beyond the minimum required.*

HUMAN SERVICES COMMITTEE
MINUTES
April 6, 2010

Present
Councilor Mike Beilstein, Chair
Councilor Jeanne Raymond
Councilor Dan Brown

Staff
Jon Nelson, City Manager
Kent Weiss, Housing Division Manager
Carrie Mullens, City Manager's Office

Visitors
Jim Moorefield, Willamette Neighborhood Housing Services (WNHS) Executive Director

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Willamette Neighborhood Housing Services Second Quarter Report			• Accept the Willamette Neighborhood Housing Services second quarter report for Fiscal Year 2009-2010
II. Other Business	***		

Chair Beilstein called the meeting to order at 12:01 pm.

CONTENT OF DISCUSSION

I. Willamette Neighborhood Housing Services Second Quarter Report (Attachment)

Mr. Weiss reported that WNHS is on schedule with activities outlined in the strategic plan. Second quarter activities included:

- Preparation of the funding application for Seavey Meadows/Alexander Court project.
- Buyer education participation has decreased; however, purchases have exceeded goals.
- The Microenterprise program is continuing activities and is in compliance with the funding agreement.

In response to Councilor Raymond's inquiry, Mr. Moorefield said the application for the Seavey Meadows/Alexander Court project is due at the end of April. Preliminary results will be announced in July with a final decision expected in August.

Mr. Moorefield clarified for Chair Beilstein that the food boot camp was very successful. The Microenterprise Program Coordinator attended and the next Microenterprise class should include some participants from the food boot camp.

The Committee unanimously recommends that Council accept the Willamette Neighborhood Housing Services second quarter report for Fiscal Year 2009-2010.

II. Other Business

In response to Councilor Raymond's inquiry, Mr. Weiss announced that, for next year's budget, the HOME Partnership program award decreased $10,000 and the Community Development Block Grant award increased $35,000.

The next Human Services Committee meeting is scheduled for 12:00 pm on Tuesday, April 20, 2010 in the Madison Avenue Meeting Room.

Respectfully submitted,

Mike Beilstein, Chair

MEMORANDUM

TO: Human Services Committee

FROM: Ken Gibb, Community Development Director

DATE: March 18, 2010

SUBJECT: Willamette Neighborhood Housing Services Quarterly Report for the quarter ending December 31, 2009

I. Issue

Under the terms of the Economic Development Allocations Program funding agreements between the City of Corvallis and Willamette Neighborhood Housing Services (WNHS), review and acceptance of WNHS quarterly reports by the City is required in order for operational funding payments to continue.

II. City Funding

The City's FY 09-10 budget provides Economic Development Allocations funding to Willamette Neighborhood Housing Services for two separate purposes: $33,000 in general operations funding support, and $8,580 to support WNHS microenterprise development activities. Through the end of the quarter discussed herein, WNHS received 50% of those funding allocations. Payments throughout the fiscal year are being made monthly in an amount not to exceed $2,750.00 for general operations and $715.00 for microenterprise support. Payments through the end of the quarter reported herein totaled $20,790 ($16,500/$4,290) for both programs combined.

III. Discussion

Within 30 days of the end of each quarter, WNHS is required to submit reports on their City-funded activities for review by staff and acceptance by City Council. The City's Housing Division carries out the staff-level review of WNHS activities, evaluating the reported accomplishments using the activities proposed in the agency's applications for Economic Development Allocations funding as a guideline.

WNHS General Organizational Support

The WNHS funding agreement for organizational support during FY 09-10 outlines a set of six activities that the organization will pursue through its work plan using City Economic Development resources during the year. These include:

1. Continue work on the Alexander Court/Seavey Meadows Project, 48 units of multifamily housing at two sites in Corvallis.

2. Continue work on the Seavey Meadows Homeownership Project, 7 single family homes for first time buyers.

3. Complete the move, rehabilitation, and sale of the first two Community Land Trust homes.

4. Begin a new Acquisition/Rehab/Resale program in a targeted neighborhood.

5. Continue search, site evaluation, and acquisition activities related to future projects.

6. Assist low and moderate income households with the purchase of their first home.

WNHS Microenterprise Development Activity Support

The WNHS funding application for microenterprise development support during FY 09-10 outlined a set of six activities that the organization would pursue with the assistance of City resources. These included:

1. Enroll at least 18 microentrepreneurs from Corvallis during 09-10 grant period.

2. Create a training plan with microentrepreneurs and address their specific needs to achieve business success. At least 80% of program enrollees will complete their individual training plan.

3. Conduct three twelve-week microenterprise training classes (30+ hours total), helping microentrepreneurs increase knowledge of business management and planning. At least 80% of enrollees will graduate from the class and 85% will report satisfaction with the education they received.

4. Through microenterprise training and individual assistance, microentrepreneurs will complete a business plan, increase skills giving their business a sustainable foundation, and the proper planning to access credit. At least 33% of enrollees will complete a business plan; 100% of Valley Individual Development Account (VIDA) MicroBusiness or Microloan participants will complete a business plan.

5. Microentrepreneurs will start, maintain, or expand their businesses. At least 30% will start, maintain, or expand a microenterprise within 12 months.

6. Low income microentrepreneurs will increase independence and sustainability through microenterprise activity, as measured by an increase in microentrepreneurs' household income and assets from time of program enrollment to one year later.

IV. Review of Activities

The WNHS quarterly reports for the period ending December 31, 2009 (copies of which are attached) outline the progress the organization has made under its two Economic Development Allocations funding agreements in many of the activity areas outlined above.

WNHS General Organizational Support

The report on general organizational support reflects varying degrees of progress and success in each work plan area.

> Activity 1 (Alexander Court/Seavey Meadows): Site designs have been completed and funding applications for various sources including the Oregon Housing and Community Services Department are being prepared.
>
> Activity 2: Design work related to seven units to be built under a Community Land Trust (CLT) model at Seavey Meadows continues.
>
> Activity 3: Activity complete; nothing more to report.
>
> Activities 4 and 5: Reports for both activities reflect WNHS's conservation and/or reallocation of reduced staff resources.
>
> Activity 6: Home buyer education program activities continue to run somewhat behind annualized participation goals, while home purchases by program graduates continue to exceed annualized goals.

WNHS Microenterprise Development Activity Support

During the second quarter of FY 09-10 WNHS completed a MicroBusiness Program workshop series in which ten Corvallis residents enrolled and eight continued through completion. Achievement of other work plan goals for the WNHS Microenterprise Development Program is also reflected in the report, as participants completed training and business plans, graduated from the education program, and began operating microbusinesses.

V. Action Requested

The WNHS quarterly reports demonstrate the organization's general compliance with the terms of the City's Economic Development Allocations funding agreements. Staff requests a Human Services Committee recommendation of City Council acceptance of both WNHS reports for the second quarter of FY09-10.

Review and Concur:

Jon S. Nelson
City Manager

Nancy Brewer
Finance Director

attachments

WILLAMETTE NEIGHBORHOOD HOUSING SERVICES

2009 – 2010 ECONOMIC DEVELOPMENT WORK PLAN

AND QUARTERLY REPORT

AFFORDABLE HOUSING PROGRAMS

SUBMITTED TO THE CITY OF CORVALLIS

FOR THE PERIOD OCTOBER – DECEMBER 2009

WILLAMETTE
NEIGHBORHOOD
HOUSING SERVICES

WILLAMETTE NEIGHBORHOOD HOUSING SERVICES
2008-2009 ECONOMIC DEVELOPMENT WORK PLAN AND QUARTERLY REPORT

The WNHS work plan and city economic development goals

Economic Development Policy: Support the development of a supply of adequate housing which is affordable to employees of existing and future businesses (Goal 6.03.022h):

Note: Two activities identified in WNHS' application for Economic Development Fund support have since been modified and the report below reflects those modifications. More specifically, our original application included two housing projects that were listed as separate activities: Alexander Court and Seavey Meadows. In order to address changes in design, market conditions, and financing opportunities and constraints - especially the opportunity to finance Alexander Court and a portion of Seavey Meadows under one financial package - these activities have been re-arranged into the following two activities: the "Alexander Court-Seavey Meadows Project" (48 multifamily rental units at two locations); and the "Seavey Meadows Homeownership Project" (7 single family homes for first-time homebuyers).

Activity 1: Continue work on the Alexander Court-Seavey Meadows Project, 48 units of multifamily housing at two sites in Corvallis.
During this quarter WNHS:

- Entered into a contract with an experienced development consultant, Charlie Harris at CASA of Oregon, who is taking a lead role in helping WNHS secure project financing.
- Completed a new site design for Alexander Court that takes into account the acquisition of an additional parcel of land.
- Forwarded revised/updated designs to T. Gerding Construction and Endex Engineering in order to update construction cost estimates.

Note: The financing for this project will include multiple sources administered by the Oregon Housing and Community Services Department. During this quarter the state announced multiple policy and procedural changes that will significantly impact this project. Among the changes:

- Rather than two application opportunities in 2010, there will only be one opportunity.
- Applications to the state are due in April (instead of February).
- At least half of available resources will be devoted to "Preservation" projects (existing affordable housing projects with expiring rent restrictions and rents assistance), which means few resources will be available to finance new construction projects like Alexander-Seavey.

Activity 2: Continue work on the Seavey Meadows Homeownership Project, 7 single family homes first-time homebuyers.
During this quarter additional design and engineering work was completed in preparation for submission of a HOME grant application to the City of Corvallis that is due in January. Cost estimates were received from T. Gerding Construction.

Activity 3: Complete the move, rehabilitation, and sale of our first two Community Land Trust Program homes.
This project was completed during the first quarter.

Activity 4: Begin a new Acquisition/Rehab/Resale Program in a targeted neighborhood.
During the last quarter we worked with a volunteer Realtor on a site search with a particular focus on a local investor's portfolio of troubled properties. We made contact about some homes on the market, but were not able to arrive at terms acceptable to the seller and buyer. Further work on this project was suspended during this quarter for two reasons: WNHS Director of Housing Development left WNHS for a new job in Seattle and we were short-staffed; and asking prices for available properties led us to doubt the feasibility of the project at this time.

Activity 5: Continue search, site evaluation, and acquisition activities related to future projects.
WNHS was approached about being a partner in Partner's Place, a Permanent Supportive Housing Project intended to serve chronically homeless adults. The WNHS Executive Director provided a small amount of technical assistance to the project but eventually decided WNHS did not have the capacity to be of further assistance given the demand of our existing project pipeline.

Activity 6: Assist low and moderate income households with the purchase of their first home.
Services include: *Home Buyer Education and Counseling* – In 2009-2010 we will provide Home Buyer Education to about 200 households and to help at least 60 of those households buy a home in the first year after receiving services. *Access to low cost financing* – We provide the education access point to the city's First Time Home Buyer Program. WNHS also offers our own second mortgage product and works with local lenders to assure the availability of other low cost mortgage programs.

Progress this quarter:

ACTIVITY	THIS QUARTER ONLY		YEAR TO DATE TOTAL
	PROJECTED	ACTUAL	
Home Buyer Education attendance	50	30	67
Class graduates that purchased a home	15	13	37

Leveraging city to non-city funding sources

The following summarizes the year-to-date status of requests for financial support submitted in support of 2009-2010 activities.

SOURCE	REQUEST	RESULTS
OPERATING SUPPORT		
NeighborWorks® America	120,000	110,000
Meyer Memorial Trust/Foreclosure Assistance Grant	30,000	30,000
Department of Justice Foreclosure Grant	35,000	35,000
JP Morgan Chase	5,000	5,000
HUD Housing Counseling Grant	60,000	60,000
Northwest Health Foundation/Resident Services Grant	50,000	0
CAPITAL SUPPORT		
NeighborWorks® America/Round 1	450,000	235,000
TOTAL VALUE OF APPLICATIONS SUBMITTED FY 2008-2009		$750,000
VALUE OF PENDING RESOURCES		$0
VALUE OF COMMITTED RESOURCES		$475,000

Willamette Neighborhood Housing Services
December 2009
Budget Comparison Report

SUPPORT AND REVENUE		Dec Actual	Dec Budget	YTD Actual	YTD Budget	%YTD Actual to Budget	Revised Annual Budget Total
SUPPORT							
NeighborWorks® America		0	0	121,000	117,000	103%	117,000
City of Corvallis		7,298	7,302	88,792	89,125	100%	89,125
Oregon Housing & Community Services		3,333	3,333	80,000 [7]	50,000	160%	50,000
Other Public Sector Grants		33,750	6,250	84,294	88,044	96%	88,044
Other Private Sector Grants		25,000 [8]	10,000	65,000 [9]	10,000	650%	10,000
Contributions		10,851	18,000	90,048	77,000	117%	77,000
Total Support		**80,232**	**44,885**	**529,134**	**431,169**	**123%**	**431,169**
REVENUES							
Development Services Program Income		97,023 [10]	6,766	164,138	141,701	116%	141,701
Home Ownership Program Income		16,481	4,204	52,163	50,445	103%	50,445
Education Services Program Income		5,331	4,335	51,971	52,024	100%	52,024
Rental Property & Asset Mgt Income		30,749	4,403	70,363	52,840	133%	52,840
Other Income		4,725	915	16,382	10,984	149%	10,984
Total Revenues		**154,308**	**20,624**	**355,017**	**307,994**	**115%**	**307,994**
Total Support and Revenues		**234,541**	**65,510**	**884,151**	**739,163**	**120%**	**739,163**
EXPENSES							
Personnel		62,186	54,836	643,266	658,029	98%	658,029
Professional Services		7,020	4,083	63,623	64,000	99%	64,000
Occupancy		5,235	5,693	67,260	68,315	98%	68,315
Board, Staff, and Volunteer Expense		4,802	4,185	40,560	50,222	81%	50,222
Materials and Supplies		4,169	2,750	27,040	33,000	82%	33,000
Equipment		0	250	0	3,000	0%	3,000
Maintenance and Repair		1,643	2,083	20,523	25,000	82%	25,000
Client Service Expenses		978	1,417	12,361	17,000	73%	17,000
Other Expenses		820	2,213	27,490	39,858	69%	39,858
Total Expenses		**86,852**	**77,510**	**902,125**	**958,424**	**94%**	**958,424**
Subtotal Surplus (Deficit)		**147,689**	**(12,000)**	**(17,973)**	**(219,261)**	**8%**	**(219,261)**
ADJUSTMENTS							
OTHER SOURCES							
In-Kind Donations		0	0	0	0		0
Unrestricted carry-over	[1]	0	0	7,671	7,671		7,671
Restricted carry-over	[1]	0	0	0	0		0
Loan Proceeds	[2]	0	0	0	0		0
Accrued Lancaster Bridge Fees	[3]	(2,469)	(2,469)	(29,624)	(29,624)	100%	(29,624)
Donor Pledges for Future Years	[4]	(7,668)	0	(38,383)	(15,000)	256%	(15,000)
Donor Pledges from Prior Years	[5]	2,852	667	18,515	8,000	231%	8,000
Transfers from other WNHS funds	[6]	0	13,802	206,323	248,214	83%	248,214
Total Other Sources		**(7,284)**	**12,000**	**164,502**	**219,261**	**75%**	**219,261**
OTHER USES							
Transfers to other WNHS funds		68,872	0	68,872	0		0
Capital Expense		5,155	0	5,155	0		0
Total Other Uses		**74,027**	**0**	**74,027**	**0**	**0%**	**0**
Net Adjustments		**(81,311)**	**12,000**	**90,475**	**219,261**	**41%**	**219,261**
Current Period's Balance		66,377	(0)	72,502	0		0
Previous Period's Balance		6,123	0	(1)	0		0
Total Budget Surplus (Deficit)		**72,500**	**(0)**	**72,501**	**0**		0

[1] 2008 Year-End Current Assets less Current Liabilities unrestricted/restricted by funder or board
[2] Proceeds from Line-of-Credit or other loan source
[3] These fees are accrued, but are paid as cash flow allows
[4] Current year's pledges for future years
[5] Prior years' pledges that are received as cash in the current year
[6] Fund Transfer to/from Operating Reserve, which is funded by surplus cash-flow from rental housing, or board designated funds
[7] $35,000 OHCS foreclosure mitigation funds to cover activities 11/01/09-12/31/10
[8] $25,000 Freddie Mac homeownership support for activities 01/01/10-12/31/10
[9] $30,000 Meyer Memorial Trust Grant to cover activities 8/01/09-07/31/10
[10] $30,000 Carolina Sunset, $37,670 Linnhaven Stonebrook, $34,153 COHO, less $4,800 adjustment for overpayment of COHO project management fee

Willamette Neighborhood Housing Services
2009-2010 Linn Benton MicroBusiness Program report
October 1, 2009 – December 31, 2009
Contact: Brigetta Olson Phone: (541) 752-7220 ext. 304

The MicroBusiness work plan and City Economic Development Goals

Economic Development Policy Goal 6.03.022i Support financial and technical assistance programs that are available to business start-ups, small business development, local product development, and environmentally responsible modernization.

Economic Development Policy Goal 6.03.022j Facilitate partnerships with public, non-profit, educational and private sector organizations to maximize the effectiveness of economic development resources

Activity			Year To Date Total
	Total Projected	Actual this quarter	
Microentrepreneurs enroll in Linn Benton MicroBusiness Program	18	0	10
Complete a Training plan	15	10	10
Graduate the Program	15	7	7
Complete Business Plans	6	5	5
Open/Maintain a microenterprise as a result of program	5	2	2
Clients who have participated in program from previous years and are utilizing networking, mentoring, counseling or micro loan programs.	-	17	22

Training

During last quarter 2009 our MicroBusiness training workshop continued in Albany. Classes ended December 1st ,with a total of 12 fall sessions being completed. LBCC's Albany campus facilities were used for our workshop, allowing for the full array of classroom media for teaching, including: PowerPoint, Excel, access to the Internet, and use of the computer labs. Internet hyperlinks within the Power Point instruction slides proved to be extremely successful for training as we were able to communicate strategic information using real life examples. The core class was attentive, offered peer support, and worked hard to formulate businesses that could start and flourish in a down economy,

always with an eye focused on what the instructor, our guest speakers, and their own developing business plans were telling them.

Guest Speakers

Guest speakers add a diversity of views and expertise to our workshops. This term we had several entrepreneurs and business professionals from the community, who have already spoken or will be presenting as the class progresses, including:

- Richenda Hawkin, LBCC Research Librarian (research)
- Marlene Peterson, owner of Campagna Specialty Foods (manufacturing/sales)
- John Dezanni, Jeanne Smith and Associates (attorney)
- Trevor Griesmeyer, Barker-Uerlings Insurance (insurance)
- Alan Fudge, CPA and Dir. LBCC Small Business Development Ctr (accounting, taxes)
- Karen Schulz, OSU Federal Credit Union (banking)
- Brenda Baze, Cascades West Council of Governments (microloans and grants)
- Brian Egan, Counselor, LBCC Small Business Development Ctr (management)
- Rebecca Badger, Badger Marketing (marketing)
- Eileen Anderton, A&S Accounting (bookkeeping)

Participants

The workshop was well attended at first, with 21 people (including 10 Corvallis residents) participating on a regular basis. Several participants dropped out for job and/or health reasons; several others had decided to finish the class during the next session. Of the 10 Corvallis residents, eight graduated from the course. Three were women and five were men. Their average household income at intake was $30,426.

We had a wide variety of businesses ideas in this workshop including: an organic baby food manufacturer, a GIS woodlands business, an organic farm, a clay sculptor, a creperie, martial arts, promotional products, eco-friendly fitness facility, an arcade with bar, and a sustainable horse business.

Five Corvallis residents completed a business plan. One person started her businesses during the workshop, one person expanded an existing business, two plan to start their businesses Winter 2010, and one plans to commence operations in May 2010.

Market Research Assistance

Having good market research is an important part of presenting a strong business plan, and it's something that many of our clients struggle with. Through MarketLink, a program of the Oregon Microenterprise Network, clients received assistance in gathering

research on their industry, some creating a contact list of potential customers. We work with clients to create queries, which are sent to a market researcher who compiles an industry report or creates a contact list for them. This quarter five participants, including two from Corvallis, submitted a query and received a report and/or contact list. Customers are allowed access to this service for the entire two years after completion of the course.

Business Mentoring

All clients have the opportunity to be paired with a mentor through ExperienceXchange, a business mentoring program that we offer in collaboration with the Corvallis Independent Business Alliance, Corvallis-Benton Chamber Coalition, Downtown Corvallis Association, and the Small Business Development Center of Linn-Benton Community College. Participants are matched with longtime business owners and professionals. The goal is to provide them with support, encouragement, and access to resources in the community. Most of the people participating in ExperienceXchange are in business or are in the process of starting up. This quarter no Corvallis participants were matched with a mentor.

Networking Sessions

Current and past participants are invited to take part in periodic networking sessions. These sessions are facilitated by the program instructor and involve a guest speaker or panel of speakers who discuss different topics. Participants have the opportunity to ask questions of the guest speakers and network with each other. During this quarter we held one networking session. The topic of this session was websites, blogs, and social media, and the guest speakers were Loyan Roylance, from ProWorks, and Sue Crawford, from Crawford Design. 22 participants attended this session, including 15 Corvallis residents.

ADMINISTRATIVE SERVICES COMMITTEE
MINUTES
April 7, 2010

Present
Councilor Hal Brauner, Chair
Councilor Joel Hirsch
Councilor Mark O'Brien

Visitors
Brenda VanDevelder, daVinci Days

Staff
Jon Nelson, City Manager
Steve Deghetto, Assistant Parks and Recreation Director
Mary Steckel, Public Works Administrative Division Manager
Adam Steele, Franchise Utility Specialist
Carla Holzworth, City Manager's Office

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. daVinci Days Loan Agreement Status Annual Report			Accept the daVinci Days Loan Agreement Status Annual Report
II. Telecommunications Franchises			Grant non-exclusive telecommunications franchises, fixing terms, conditions and compensation of franchises and declaring an emergency **by means of an ordinance to be read by the City Attorney**.
III. Other Business	*		

Chair Brauner called the meeting to order at 3:30 p.m.

CONTENT OF DISCUSSION

I. daVinci Days Loan Agreement Status Annual Report (Attachment)

Mr. Deghetto reviewed the staff report and noted Parks and Recreation staff provided assistance last year at the Children's Village. The department plans to use Parks and Recreation volunteers to help this year. Staff recommends acceptance of the report.

Ms. VanDevelder thanked the City for supporting daVinci Days. In particular, she noted the financial assistance buffers their planning season when there is no cash flow. Ms. VanDevelder said she is aware of the City's budget challenges and daVinci Days strives to diversify its revenue sources. Ms. VanDevelder said she is working to increase visibility in the community and she recognized the number of people who support the festival as shown in the annual report. Ms. VanDevelder highlighted the upcoming launch party for the new daVinci Days Web site; the event will be held April 15 at the Downtown American Dream Crow Bar. Community members will be able to contribute to the new site, for example by uploading pictures through a link to

Flicker. Ms. VanDevelder said this year's film festival was a great event, but it is labor intensive and money to hire a coordinator would be helpful.

daVinci Days strives to meet sustainability goals through a triple bottom line approach, which includes social, economic, and environmental considerations. Last year, the festival hired homeless men from Project Action and results were positive. The admission scholarship program gave out 300 tickets, volunteers received free admission, and the festival offered unique inter-generational activities. The festival uses solar energy and receives power offsets from Pacific Power, bus service is free, and bike valet is available. This year, food vendors will be required to serve food and drinks in compost-friendly containers. Ms. VanDevelder said daVinci Days has had four years of positive net income and the organization is paying down its bridge loan.

Mr. Nelson noted that an important part of the City's contribution to both daVinci Days and Fall Festival is reflected in the time city employees spend setting up the events. If the total hours donated were costed out, the dollar amount would be significant.

In response to Councilor Hirsch's inquiry about the process to forgive the daVinci Days loan, Mr. Nelson and Chair Brauner agreed the loan was granted with the expectation that daVinci Days would be successful enough to pay it back. A Councilor or daVinci Days representatives could ask the Council to forgive the loan by placing a request on a Council meeting agenda.

The Committee unanimously recommends that Council accept the daVinci Days 2009 Annual Report and Bridge Loan Report.

In response to Councilor Hirsch's inquiry, Ms. VanDevelder said statistics about the number of film festival attendees who came from out of town will be available in her next report.

II. Telecommunications Franchises (Attachment)

Staff distributed an updated copy of the proposed Ordinance (Attachment A), which amends the language to declare an emergency.

Mr. Steele said 12 companies are included in this ordinance. He reviewed the staff report and noted that the new ordinance is estimated to bring $10,000 in new revenue annually.

In response to Chair Brauner's inquiries, Mr. Steele said the one reseller who was under the previous agreement has gone out of business. None of the entities

contacted has refused to enter into the agreement, as the ordinance is clear and any questions raised have been answered.

Chair Brauner noted the new ordinance is important to ensure equity and he thanked staff for identifying a straightforward approach.

In response to Councilor O'Brien's inquiry, Mr. Steele said the words "declaring an emergency" expedite the ordinance's effective date. Otherwise, ordinances do not go into effect for 30 days.

The Committee unanimously recommends that Council grant non-exclusive telecommunications franchises, fixing terms, conditions and compensation of franchises and declaring an emergency.

III. Other Business

Mr. Nelson noted the April 21 Administrative Services Committee meeting agenda includes the Allied Waste Services Annual Report and public input regarding proposed sustainability initiatives funding. The group agreed to retain the Madison Avenue Meeting Room as the meeting location. Councilor Hirsch said he will be absent.

The next regular Administrative Services Committee meeting is scheduled for 3:30 pm, Wednesday, April 21, 2010 in the Madison Avenue Meeting Room.

Respectfully submitted,

Hal Brauner, Chair

MEMORANDUM

CORVALLIS
ENHANCING COMMUNITY LIVABILITY
PARKS & RECREATION

To: Administrative Services Committee
From: Karen Emery, Director KS
Steve DeGhetto, Assistant Director SD
Date: March 18, 2010
Subject: da Vinci Days 2009 Annual and Bridge Loan Report

Issue:
To review and recommend to the City Council the acceptance of the annual report from da Vinci Days in compliance with both FY 2008-2009 Economic Development Allocation and Bridge Loan funding.

Background:
The City Council approved $15,000 in Economic Development Funds for the 2009 da Vinci Days event. According to the agreement between the City and da Vinci Days, the funds are to be applied to the cost of marketing and advertising the da Vinci Days summer festival and the da Vinci Film Festival held in March, 2009.

In addition to the Economic Development allocation, the City authorized a $20,000 loan as bridge funding in February, 2005. This annual report is required according to both the Economic Development and Bridge Loan funding agreements.

Discussion:
The da Vinci Days 2009 annual report states marketing activities including in-kind totaled $61,025 for the 2009 da Vinci Days event, demonstrating the use of the Economic Development Allocations.[1] The Bridge Loan balance was $14,000 as of December 16, 2009. da Vinci Days has complied with all requirements of the agreements and all funds have been properly accounted for according to the City's internal financial review process. The overall event showed a net income of $40,484.36.

Noteworthy 2009 event items are:

- Festival attendance--23,000 people. da Vinci Days exit surveys reveal 25% of participants are from out of the area, increasing tourist spending.
- The Grand Prix Electrathon, with the high profile course and race time on Friday evening brought out large crowds to watch the thirteen teams compete.
- Free events included electric car races, kinetic sculpture race, Leo's Kinetic Parade, the Community Art Project, and music at Central Park.
- The Children's Village hosted by twenty four local organizations offering hands on opportunities for science, art and recreation.

[1] 2009 da Vinci Days Annual Report, page 17

Recommendation:
The Administrative Services Committee recommends City Council to accept the da Vinci Days 2009 Annual and Bridge Loan Report.

Review and Concur:

Jon S. Nelson, City Manager

Nancy Brewer, Finance Director

Attachments: 1. Finance Department's review of FY 2009 Financials
2. da Vinci Days Annual Report

Finance Department
500 SW Madison Avenue
Corvallis, OR 97333
541-766-6990
541-754-1729

MEMORANDUM

March 22, 2010

TO: Steve Deghetto, Assistant Parks and Recreation Director

CC: Julian Contreras, Financial Services Manager

FROM: Tina Stephens, Accountant

SUBJECT: da Vinci Days Annual Financial Review Fiscal Year 2009

This review consists of inquiries and analytical procedures and is very limited in its nature. The da Vinci Days Annual Report and Statement of Activities are unaudited financial reports that are the representation of the management of da Vinci Days.

This review is based on da Vinci Days fiscal year, September 1, 2008 through August 31, 2009. During the year, da Vinci Days received a total of $232,779 in revenues and other support. The City supplied 6.4% of their revenue during their fiscal year 2009, consisting of Economic Development Funds of $15,000. Total expenditures (including COGS) were reported at $192,295, resulting in a Net Income of $40,484.

For the year ending August 31, 2009, da Vinci Days reported total assets of $102,159, an increase of 45% from the prior fiscal year and total liabilities of $45,111, which represents a decrease of 16% from the prior fiscal year. Da Vinci Days' current assets exceed current liabilities by 88% more than the prior fiscal year, putting the organization in an even stronger financial position to meet its short-term obligations. Total equity of $57,048 is up 40% from the prior fiscal year; thus showing da Vinci Days' continued financial position improvement.

In 2005, the City made a $20,000 loan to da Vinci Days. The loan balance was $14,000 as of August 31, 2009, representing 31% of total liabilities. The amended loan requires an annual minimum payment of $2,000. Da Vinci Days is in compliance with the loan and all amounts have been properly accounted for.

Based on this review, I recommend acceptance of the da Vinci Days Annual Report.

daVinci Days

2009 da Vinci Days
Annual Report

Submitted to the City of Corvallis
By Brenda VanDevelder, Executive Director

December 1, 2009

Table of Contents

Executive Summary 3

Vision and Mission 4
2008/09 Board of Directors

Festival Summary 4
Attendance and ROI 4
Festival Highlights and Feedback
Festival Committees and Partners

Organizational Summary 10
Strategic Business Plan Review

2009 Financial Performance 11
Festival Revenue Streams
Sponsor Roster

Festival Expenditures
Administration 14
Production & Programs
Marketing

Addendum

Financial Reports
Statement of Activities (Profit/Loss) with prior year comparison
Statement of Financial Position (Balance sheet) with prior year comparison
City of Corvallis Loan Payment

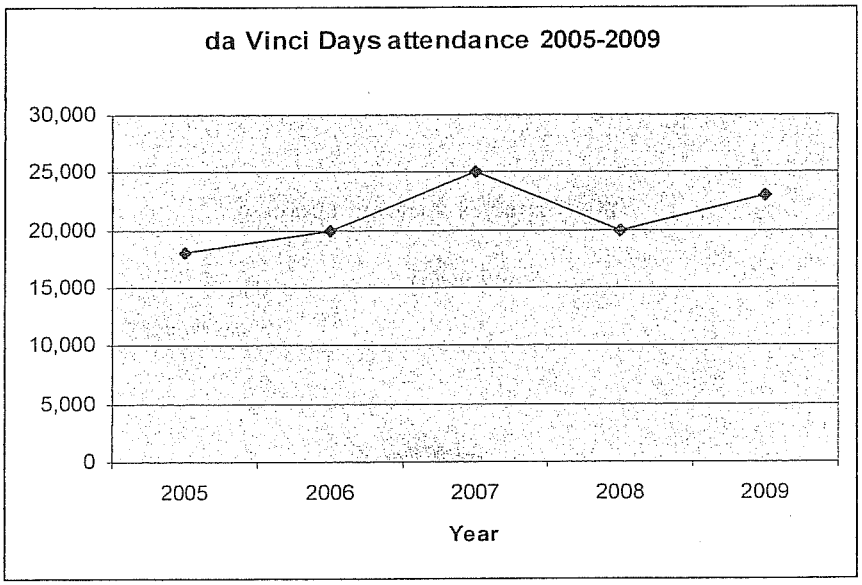
EXECUTIVE SUMMARY

For twenty two years, da Vinci Days has served as a unique celebration and tourism activity for the City of Corvallis. It engages the local community through volunteer and organizational opportunities, draws local attendees through creative and innovative programming, and attracts out of town attendees to Corvallis. As Oregon's premier art and science festival, da Vinci Days garners publicity from major media including television, magazines, and web sites focused on travel.

According to research by Dean Runyon Associates, a leisure traveler has an estimated expenditure of $85/day. Using data from our exit surveys, da Vinci Days draws nearly 25% of attendees from out of the area. Based on 2009 attendance, $488,750 in new spending was generated by da Vinci Days in July. For every $1 invested by the City, da Vinci Days generated $32 of new tourism spending.

Friday	Saturday	Sunday	Total attendance
7,500	9,000	6,500	23,000

Attendance grew this year from the prior year, with a cumulative Festival attendance of 23,000. This figure includes paid and complimentary admissions. Complimentary admissions were provided to volunteers, sponsors, donors, and exhibitors. Three hundred scholarship admissions were also donated through local organizations including Home Life, the ARC of Benton County, Jackson Shelter Youth House, Health and Human Services, and the Benton County Juvenile Department. Children aged five and under are admitted free and are not included in attendance totals.

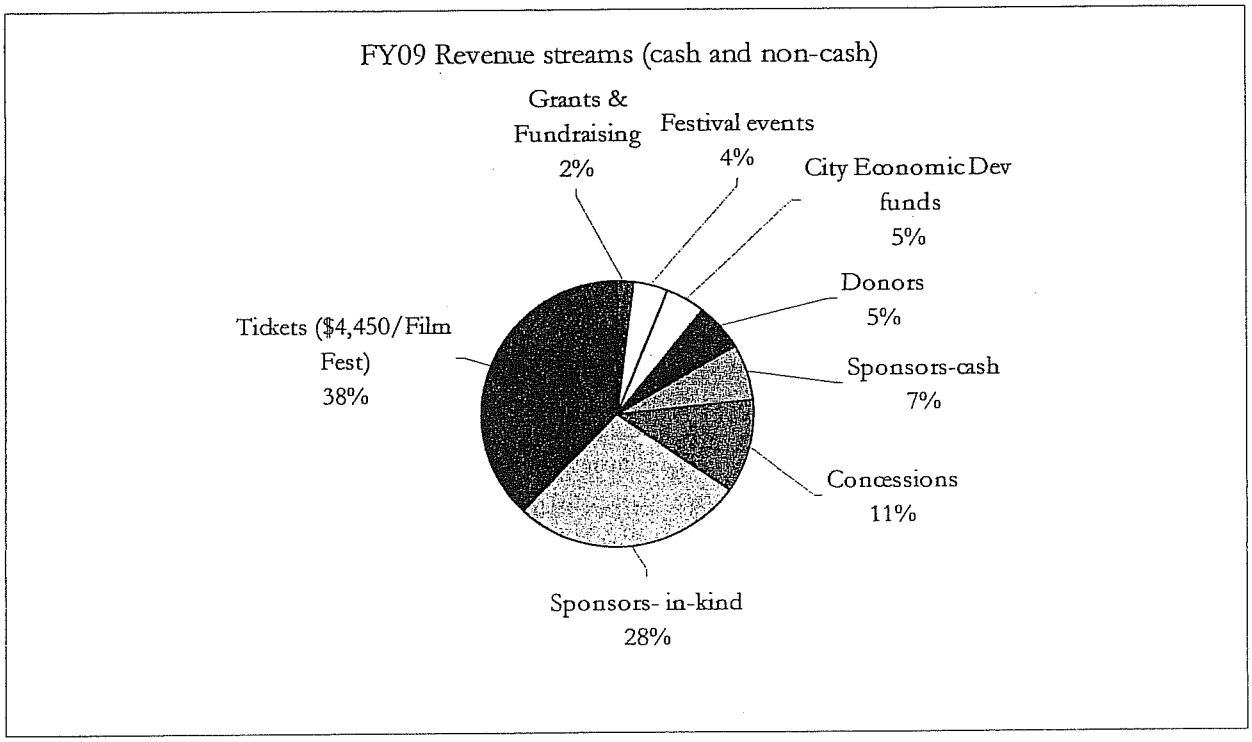


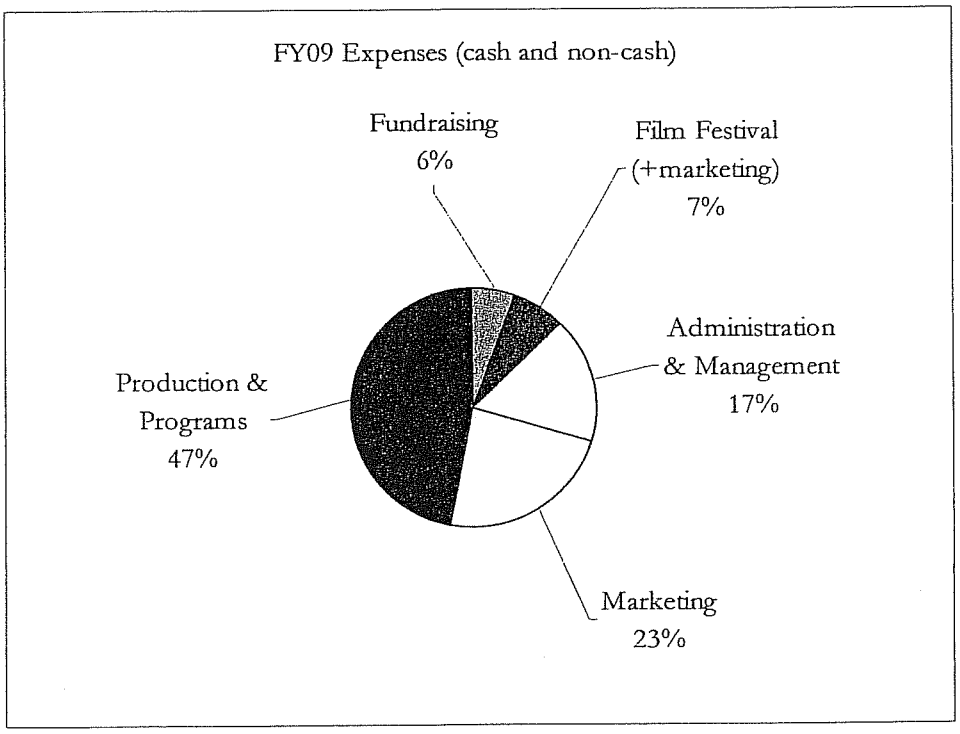
Attendance continues to grow at the events located outside the festival gates. We do not include those numbers in our total attendance but estimate that another 2,000 people enjoyed Festival events in 2009 without paying an admission. Free events include the electric car races, kinetic sculpture race events, Leo's Kinetic Parade, the Community Art Project, and music at Central Park.

Festival support in the community also continues to grow, with more than 114 local and regional partners contributing to the success of the Festival and 1,296 volunteers staffing Festival venues and exhibits. The following page provides an overview of the Festival's revenues and expenses.

FINANCIAL SUMMARY

Building on five years of consistent leadership, the organization continues to operate with a conservative annual budget. Budget priorities are guided by the goals established in 2004 to recover debt incurred from 2002-2004. The breakout of FY09 revenues and expenses are shown below and complete financial reports are provided in the addendum beginning on page 21.





VISION AND MISSION

The vision of da Vinci Days, Inc. is to draw inspiration from the genius of artist and inventor Leonardo daVinci and provide a unique festival that fosters and celebrates creativity, innovation, and knowledge of art, science, and technology.

The Mission of da Vinci Days: *To establish da Vinci Days as the Willamette Valley's celebratory event that showcases the educational, artistic, scientific and technological assets of the region, while promoting and contributing to the economic well being of the City of Corvallis and Benton County.*

The volunteer Board of Directors meets monthly for organizational governance, to establish policies, and to provide a strategic direction for the Festival. The current Board consists of twelve members, including a liaison appointed to the Board by the Mayor. The Executive Director is the only paid staff member of da Vinci Days.

Board Officers
Lainie Turner, President
Marketing Consultant

Kavinda Arthenayake, Vice President
OSU Conferences and Special Events

Bonnie Humphrey Anderson, Treasurer
OSU Federal, Your Community Credit Union

Michael Laport, Secretary
Peak Internet

Curtis Wright, Past President
Marketing Consultant

Ex-Officio
Joel Hirsch
Corvallis City Council

Staff
Brenda VanDevelder
Executive Director

Directors
Barbara Bull
Planner

Michael Dalton
OSU College of Education

Shari Maksud
Corvallis 509J School District

Kathleen Petrucela
Retired

Laurie Russell
InSights Now

Jose Vega
Datalogic Mobile, Inc.

FESTIVAL HIGHLIGHTS

This year's Festival theme H2Oh! was chosen in part to coordinate with the 50th anniversary and reunion event for OSU's College of Oceanic and Atmospheric Sciences. Friday night featured free events including the Grand Prix Electrathon and hugely successful "Big Fish" Community art project with nearly 200 locally produced works of art on display. Inside the gates, the Friday night headline was Eugene's Cherry Poppin' Daddies and the Saturday headline was Grammy Award winning Ladysmith Black Mambazo. Attendance was strong at both musical events and festival venues, drawing approximately 23,000 ticket holding attendees over the three day Festival. Sunday attendance continues to grow due to the popularity of the Mud Bog and River Exit events.

"The bands, the art, the films, the kinetic sculptures…as always, too much to see in three days! Our out of town visitors were enchanted and exhausted by the end." *Local attendee*

- The Art Village was relocated and expanded this year with twenty five local and regional artists and groups showcasing and selling their art work.
- ENTEK International Grand Prix Electrathon, with the high profile course adjacent to the OSU Campus and race time on Friday evening and Saturday morning at Reser Stadium.
- 'Oceans at OSU' Open House, featuring a multitude of open labs and ocean research displays. Tours also included the O.H. Hinsdale Wave Lab and the Wave Energy Lab.
- A special screening of the da Vinci Film Festival winners was featured at Darkside Cinema, providing a reason for attendees to venture downtown.
- The Graand Kinetic Challenge included twenty five human powered machines slogging through the mud, sand, road and water including teams from California, Oregon, and Washington.
- Children's Village included twenty four organizations (the majority were local non-profits) offering young visitors a hands on opportunity to experience art and science activities.
- The Geocaching exhibit continues to grow in popularity as GPS units become more widespread. There were two events offered using GPS units to search for hidden caches at the Festival and downtown.
- With 1,296 documented volunteers, volunteer involvement was at an all time high. Volunteers work a minimum of four hours at the Festival and dozens of volunteers work year round and throughout the weekend, logging eight or more hours per day. Volunteer involvement is the core of what makes da Vinci Days possible and we will be working to better track this valuable donation of time and talent in the coming year.

Festival Volunteers and Partners

The organizational structure of da Vinci Days depends on a strong base of volunteer leaders for Festival production, programs, marketing, fundraising, and publicity. This year, nearly 1,300 Corvallis and Benton County residents participated as volunteers in some capacity. For the second consecutive year, the da Vinci Film Festival was held as a separate event from the summer festival, involving hundreds of volunteer hours for this new cultural attraction in Corvallis.

Total volunteers: 1296

Total partners: 114

Program chairs & key volunteers

Terri Allen, da Vinci Store
Dennis Anderson, FIRST Robotics
Kavinda Arthenayake, OSU coordinator
Anne Baker, food court auditor
Chris Bates, Leo's Kinetic Parade coordinator
Rebecca Barrett, Sidewalk Chalk
Bob Bernhard, Main Gate ticket sales
Chris Bielenberg, Benton County
Val Boggs, Geocaching
Harrison Branch, food court
Rich Brookes, OSU Facilities
Brian Bovee, Bike Valet
Barbara Bull, Film Fest ticket sales
Susan Carmichael, Film Fest marketing
Dale Claussen, Production team
Hersh Crawford, Production team
Scott Dybvad, Green Town
Gary Evans, beer service manager
Barb Eveland, food court
Justin Fleming, Production team
Mike Fischer, Mud Bog ticket sales
Maia Fischler, Community Art Project
Festival photographers
John Ginn, coordinator
Jones Oliver
Andy Purviance
Patricia Thomas
Dick Gaskill, City of Corvallis Public Works
Melissa Getchell, special projects
John Ginn, Film Fest production
Hai Yue Han, Electrathon
Kathy Holman, database manager
Rob Holman, OSU COAS event coordinator
Bonnie Humphrey-Anderson, collections
Tina Kerrigan, Graand Kinetic Challenge
Jenette Kane, Graand Kinetic Challenge
Hank Kemper, OSU Transit and Parking
Michael Laport, Leo 500
Pete Lepre, OSU Trash/recycling manager
Tim Leslie, press release writer
Ron Lommen, Trash/recycling coordinator
Joe Majeski, OSU Facilities
Mary McKillop, Main Gate coordinator
Steve McGettigan, Astronomy
Lindsay Meyers, Children's Village
Pete Meyers, City of Corvallis Parks & Rec
Karen Nousen, Film Fest review coordinator
Caeley O'Shea, Battle of the Bands
Susan Pachuta, Special Projects
Michelle Portera, Canine Frisbee
Michelle Rhoads, OSU Transit & Parking
Kate Sanders, Discover OSU
Vonn Schleicher, Oregon State Police
Lisa Schubert, OSU Residence Halls
Susie Semenek, Leo's Kinetic Parade
Lizz Shaarawi, Film Fest juror coordinator
Theresa Stephens, Performing Arts
Roni Sue, Graand Kinetic Challenge
Barbara Swain, Safety Station
Christy Toliver, Ambassador Coordinator
Maria Tomlinson, Electric Car display
Paul Turner, film screenings
Linda Varsell Smith, Poetry Slam
Sarah Wayt, Information coordinator

Our partners are vital to the success of da Vinci Days. Partners are typically organizations participating in some way in the Festival, as exhibitors, production support, or prize donors, and/or providing volunteer teams.

Astronomy
Heart of the Valley Astronomers
Friends of Pine Mountain Observatory

Canine Frisbee
Animal Crackers
Best Friends Obedience School
Willamette Veterinary Clinic

Children's Village
Allied Waste
Avery House Nature Center
Benton County Breastfeeding Coalition
Benton County Fair & Rodeo
CASA Voices for Children
Chintimini Wildlife Center
City of Corvallis Parks & Recreation
Corvallis Community Children's Center
Corvallis Environmental Center
Corvallis Indoor Parks
Corvallis Sports Park
Corvallis Waldorf School
Evergreen Aviation & Space Museum
Heartland Humane Society
Old Mill Center for Children & Families
Oregon Coast Aquarium
Oregon State University
- College of Veterinary Medicine
- Environmental Health Services Center
- KidSpirit
- Science Education Partnership
- SMILE Program

Starker Forests
The Little Gym
The Toy Factory

Geekapalooza
Benton Brigade Hurling Club
Maureen Frank
Mandala Peace Project
Jeremy Smith
Willamette Photo Arts Guild

da Vinci Poetry Slam
Mary's Peak Poets

da Vinci Film Festival
Café Yumm
Coffee Culture Café
Corvallis Community Access Television
Fred Meyer
Great Harvest Bread Company
The Book Bin
The Inkwell Home Store
OSU LaSells Stewart Center
OSU Theater Department
Solstice Café
Special Occasions

Discover OSU
College of Engineering
College of Forestry
College of Oceanic & Atmospheric Science
College of Science
Oregon Sea Grant
Oregon Explorer
O.H. Hinsdale Wave Research Lab
WESRF Wave Energy Lab

Graand Kinetic Challenge
American Dream Pizza
BCARES
Benton County Fairgrounds
Benton County Public Works
Colorwheel Company
City of Corvallis Parks & Recreation
Corvallis Fall Festival
Cyclotopia
Earth Design
Fred's Honda
Gorilla Grams
Green & White Rock Products
Griffo Brothers
Practical Bookkeeping
Riverside Windows and Doors
Squirrels Tavern
Sunnyside Up
WL Construction

Green Town and Green View Presenters*
Abundant Solar
Allied Waste
Benton Habitat for Humanity
Benton Soil & Water Conservation
CanBuild
Cassandra Robertson
City of Corvallis Public Works*
City of Corvallis Transit
Committee for Citizen Involvement
Corvallis Environmental Center
Corvallis Design Group*
Corvallis Sustainability Coalition
Cycle Solutions
EcNow Tech
Emerald Forest Architecture*
Enviofuel
First Alternative Natural Foods Co-op
Gaia Landscapes, Inc.
Garland Nursery
Institute for Applied Ecology
Jackson Street Youth Shelter
League of Women Voters of Corvallis
Mayor Charlie Tomlinson*
MC Electric
Noble Urban Design*
Northwest Earth Institute
NW Natural
Oregon Natural Step
Oregon State University
  COAS*
  Department of Horticulture
  Sustainability Office
Pacific Power Blue Sky
Rocket Stove
Sandrock Sustainable Landscapes
Savannah Nursery
ShelterWorks
Solar Ki
Sunwize Technologies
Sustainable Building Network
The Freshwater Trust
University Honda
Willamette Riverkeeper
Willamette Watershed Productions*

Grand Prix Electrathon
City of Corvallis Public Works
Electrathon America
Les Schwab Tire Service
Mike Hodgert, West Eugene HS
Oregon State Police

Leo 500
Destination Imagination- Corvallis Chapter

Production/Promotion
American Dream Pizza
Benton County Public Works
Boy Scout Troop 163
City of Corvallis
  Parks & Recreation Operations/YVC
  Transit System
Corvallis/Albany Farmer's Market
Keller Williams Realty
Kiwanis Sunrisers
Oregon State University
  Athletics, Guest Services
  Campus Recycling
  Department of Public Safety & OSP
  Facilities Services
  Office of Conferences & Special Events
  Network Services
  Transit & Parking Services
Peak Internet

Robotics Exhibition
FIRST® Force Robotic teams

FINANCIAL RESULTS

Da Vinci Days ended the fiscal year with cash on hand by generating greater revenue than expenses for annual operations. This positive cash flow provides reserves during the non-income generating off-season and will provide a buffer in the event of decreased revenues due to factors including lower attendance, bad weather, or variables in revenues tied to the state of the economy. The Board of Directors continues to monitor the costs and benefits of paying down debt and maintaining adequate levels of cash to fund annual operations.

During a year of challenging economic conditions, da Vinci Days held its own financially. Festival events (registrations and exhibit fees) income grew 32.5% to $12,801. As past performance has shown, admissions were strong due to the popularity of Friday and Saturday night stage performances. Similar to 2007, bigger musical acts tend to drive strong ticket sales, elevating total ticket revenues to $112,156. Production costs have been held at very conservative levels and in some cases, were held below budget due to concerns about the economic environment. The highest costs for the Festival are contracted services (performers, security, stage/sound technicians) and equipment rentals (tents, portable toilets).

Debt is being paid down on the City loan and Wells Fargo line of credit. Payments for 2009 (FY ending 8/31) were $2000.00 to the City and $2053.00 to Wells Fargo. A loan payment of $2,000 to the City will be made in the second quarter of FY10 (December 09). *(see Addendum)*

Revenues

Revenue categories are similar to the prior year. Total revenues include in-kind sponsor donations, valued at $84,127 in services and products. Total cash revenue was $192,225, 17.5% above budget due to strong ticket sales, concessions, and festival event fees. Grants were also up, requiring specific uses of funds.

Admissions (tickets/38%)

Admission fees are the greatest source of cash revenue for da Vinci Days and this year were up 30%, (nearly $27,000 greater than the prior year), a reflection of the solid performance of the da Vinci Film Festival (up $1,000 from the prior year) and the attraction of a well known headline act on the main stage.

The Film Festival ticket sales were priced at the lowest possible levels to support the event and attract an audience to this start-up event. Pricing was $8/one film block, $12/one day, and $20/weekend. Student discounts were available. Total ticket revenue for the Film Festival was $4,450.

Summer festival ticket prices were the same as the prior year: $15/adult 3 day, $10/adult 1 day, $10/child 3 day, $5/child 1 day. Children five and under were admitted at no charge and were not tracked in attendance totals. On-line ticket sales were processed through the da Vinci Days office via the da Vinci Days Web site, using Pay Pal and five area businesses served as ticket outlets. Ticket revenue for the summer Festival was $112,156, an increase of $26,689 over the prior year.

Concessions and Merchandise (11%)

Sixteen vendors offered food and beverages at the Festival and paid a booth fee and 15% commission on gross sales. Beer sales were managed by da Vinci Days through an agreement with

Clodfelters Pub and a sponsorship from Columbia Distributing. Concessions income was up, consistent with the larger overall crowd and strong Saturday night attendance. Merchandise sales includes posters, da Vinci store items, and souvenir t-shirts. There was no concession revenue and nominal merchandise revenue at the da Vinci Film Festival.

Festival Events (4%)

Festival Events income includes registrations for programs including Film Submissions, Sidewalk Chalk Art, Kinetic Challenge, Electrathon, and Commercial Booth fees for Green Town and the Art Village. This total was up due to the successful new location of the Art Village and an expansion of Green Town exhibits.

Registration fees from Film Festival submissions were down slightly from the prior year due to increasing competition with other film festivals and an increase in front end processing fees for the on-line submission contractor.

Donors/Fundraising/Grants (7%)

Individual donations increased by 2.4% this year, giving a significant 34% increase from two years ago. This year's increase is attributed to the commitment of the Graand Kinetic Challenge race committee and their ability to directly appeal to friends of the race for donations to da Vinci Days.

In partnership with Cart de Frisco, da Vinci Days participated in Corvallis Fall Festival as a food vendor for the first time. By teaming up with this popular vendor, da Vinci Days had a net profit of $979 and additional community exposure.

Grants included funding from the Benton County Cultural Coalition, through the Oregon Cultural Trust for support of the Big Puppet Project; The Benton County Foundation, sponsoring low-income admission scholarships and grants from individual donors designated for repairs to a kinetic sculpture machine owned by da Vinci Days and used to promote the Festival at area events and parades.

City of Corvallis Economic Development Funds (5%)

Public funding and in-kind support from the City is vitally important to da Vinci Days. Each year, da Vinci Days staff prepares and presents a request for funding to the Economic Development Allocations Committee for an allocation of funds from the Economic Allocations Process. This year's total allocation was $15,000, which was $5,000 less than requested.

Sponsorships (35%)

Total sponsorship relationships held steady at twenty four cash sponsors (two new for the Film Festival) and eighteen sponsors in-kind (two new for the Film Festival). While cash support fell by $15,000 from the prior year, sponsorship in-kind grew $3,000 to $84,127. These gifts offset actual festival costs and are an important part of the Festival's financial viability.

Cash sponsorships ranged from $500 to $2,100. Sponsor donations were down from the prior year, totaling $21,950, a 39% decrease. Non-cash sponsorships include goods and services valued at $84,127, a 4% increase from the prior year. The City of Corvallis, Benton County and Oregon State University provide non-cash sponsor support in the facilities and production of the Festival. These three founding sponsors are key partners in the success of the Festival. OSU provides a contract for donated facilities and services which is included in the non-cash total.

The list below includes cash and in-kind sponsors. There were 21 cash sponsors with an average donation of $1,045 compared to last year's 19 cash sponsors with an average donation of $1,440. There were 21 in-kind sponsors, with average support valued at $4,495.

Founding sponsors
Benton County
City of Corvallis
Oregon State University

Breakthrough $2000+
CH2M Hill
The Corvallis Clinic
Entek International
Hewlett-Packard
Hilton Garden Inn
OSU Federal, Your Community Credit Union
No Dinx
Valley Eye Care

Exploration $1000+
Allied Waste
Benton County Fair & Rodeo
Columbia Distributing
Core Communications
Darkside Cinema
Energy Trust of Oregon
Invitrogen Life Technologies
Lassen RV
Mario & Alma Pastega Family Foundation
Samaritan Health Services
Stephen M. Sever, Inc.

Inspiration $500+
Citizens Bank
Coffee Culture Café
Evanite Fiber Corporation
First Alternative Co-op
Footwise
Gracewinds Music
Live Sound & Light
Peak Internet
Pepsi-Cola of Corvallis
Renaissance on the Riverfront
Sunwize Technologies
Town & Country Realty

Film Festival Sponsors
Alphagraphics
B-Side Entertainment
Darkside Cinema
Downtown Dental
Oregon State University
OSU Federal, Your Community Credit Union
Pacific Power
Peak Internet
Special Occasions

Media sponsors
BiCoastal Media
Corvallis Gazette Times
KEZI-9 TV

Expenditures

Operating expenses have been held to the lowest possible levels since 2005 by leveraging non-cash support and maintaining healthy partnerships with multiple organizations. Total operating costs were $189,359, 3.3% below budget and 7.4% below the prior year total.

Community partnerships are key as we attempt to align organizational interests of potential partners with the mission of da Vinci Days. As noted in the listing of Festival partners, we continue to work with and reach out to a wide variety of local and regional organizations with opportunities for participation in mutually beneficial relationships.

Administration and management (17%)

Administrative expenses include administrative & management staff payroll and taxes, office and storage rental, supplies, and professional expenses for accounting services. Da Vinci Days shares office space and equipment with Corvallis Fall Festival to keep office expenses low. The Executive Director is the only year round paid staff of da Vinci Days and payroll is divided on federal tax reports between fundraising, festival production, and administration and management.

Fundraising (6%)

Fundraising expenses include a portion of staff payroll for time spent recruiting sponsors, planning fundraising activities, and includes actual costs for donor mailings and the Corvallis Fall Festival food booth.

Production and Programs (47%)

Through the commitment and service of dedicated volunteer workers, da Vinci Days continues to provide a high quality festival that delivers a good return on the City's investment. Nearly half of the expenditures of the organization go directly towards the cost of the weekend festival. Quality programming depends on dozens of partnerships, thousands of volunteer hours, and the creative efforts of da Vinci Days leadership including staff, Board members, and Festival Committee members. Many aspects of the event remain the same from year to year and our goal is to enhance and improve elements of the Festival each year.

Coordination with City and County employees is instrumental in the smooth flow of operations. Oregon State University contributed significant in-kind services and Kavinda Arthenayake served as OSU liaison and coordinated planning meetings with key OSU, Benton County, and City staff.

Shuttle services were coordinated through OSU as well as parking signage and electrician services for the performing areas and food court. Free city bus service was provided by the Corvallis Transit System on Festival weekend; CTS reported strong ridership of bus service during the Festival. Security was coordinated through OSU Public Safety, the Oregon State Police, and OSU Athletics Guest Services. The Admission sales area was staffed by members of the Corvallis Kiwanis Club Sunrisers and cash management was coordinated by Board treasurer Bonnie Humphrey-Anderson. We supported the newly formed "Project Action", a temporary job placement program for Corvallis homeless citizen. Da Vinci Days provided funding for four workers to assist with Festival clean-up. The following subsections provide a brief description of summer festival programs:

Art Activities and Exhibits

After many years of partnership with The Arts Center, this year's challenging economy brought about changes in the da Vinci Days art programming. Funding for a free exhibit at The Arts Center was not included in the budget and as a result, The Arts Center opted out of involvement with da Vinci Days. We hope to find new ways to partner with The Arts Center in the future and appreciate their involvement since the founding years of the Festival.

The Community Art Project enjoyed new volunteer leadership this year and had huge success with the 2009 theme "Big Fish". Nearly 200 individuals and groups displayed their art throughout the Festival weekend. Other highlights included the record number of participants in the Sidewalk Chalk Art event and local artist Maureen Frank's Escher-style

Big Fish art project, publicized weekly at the Wednesday Farmer's Market in Corvallis, and ending with the assembly of 1,000 individually colored fish in a da Vinci Days installation.

The Big Puppet Project was supported by a small grant from the Benton County Cultural Coalition. A team of da Vinci Days volunteers designed and built puppets inspired by artist Michael Curry. The puppets were in local/regional events and paraded at the Festival.

The da Vinci Film Festival screened the top films from the spring event at the Darkside Cinema to standing room only audiences on Saturday and Sunday afternoon.

The "Art Village" was relocated, providing a larger and more secure display area for local and regional art guilds and artists selling and demonstrating their work, including the Corvallis Art Guild and the "da Vinci Draw" with over thirty artists, sketching a live model, allowing attendees to view art in progress at the Festival. Art Village participants included:

Amanda Finegold
Anglin Crafts
Anja Chavez
Apertures West Photography
Baskets by Jan
Corvallis Art Guild
Corvallis Assoc of Independent Artists
Enlightened Illuminations
Everything's Rosie
Exquisite Faux Effects
Extreme Metals
Firefly Batik
Glass Art by Janis
Itz Glitz
Jon Winter Pottery
Kat's Creek Goat Milk Products
Langelier Sculptures
Northwest Jewelry & Ornament
Sasquatch Designs
Shingle Creek
Sue Purr Designs
The Brass Ring Carousel Project
Twylyte Hour
Universal Mud and Metal
Willamette Ceramics Guild

Children's Village

The Children's Village entertained hundreds of families with children with twenty-four local and regional organizations offering hands-on science and art activities. Artistic face painting, mini-golf, hosted by Corvallis Parks & Recreation staff and the Amazing Maze rounded out the dozens of free activities available to attendees. The Safety Station was located at the entrance to the Children's Village and was staffed by Keller Williams Realty- Mid Willamette office. Children's Village exhibitors were primarily non-profit organizations and are listed with other Festival partners in this report.

Music and Performances

The primary costs for entertainment are performance fees, stage and sound equipment rentals and sound technician fees. Total expenses for this category were $38,078, up $2,900 from the prior year. Twenty-five performance groups provided non-stop entertainment on three stages throughout the weekend. The Main Stage schedule included the Friday opening with Eugene's Cherry Poppin' Daddies. Saturday night featured a line-up including a Zimbabwe group Bongo Love, followed by Grammy Award winners Ladysmith Black Mambazo.

The Shady Stage served as the daytime musical venue with a variety of performers on Saturday featuring Common Pulse, a local drumming group and music performances from community groups including the Corvallis High School Bluetones and the Corvallis Hilltop

Band. Small stages in the Art Village and Mangiamo Bistro provided a more intimate setting for acoustic musicians and the Sunday afternoon Poetry Slam, hosted by Mary's Peak Poets.

The High School Battle of the Bands, held in Central Park Saturday afternoon and evening featured local bands and the winner was given the opportunity to play the Shady Stage on Sunday to close out the weekend.

Races and Revelry

The races and parades have become iconic events for Corvallis and da Vinci Days and again this year, all event coordinators reported higher numbers of spectators at the free locations. We continue to improve communication and coordination with OSU, City, and County staff on road closures and impacts on transit and parking in the Festival area.

Grand Prix Electrathon

Teams travel to Corvallis from around the Willamette Valley for the opportunity to promote electric powered vehicles and to race for cash prizes. The Electrathon course was rerouted to avoid residential street impacts and was moved to take place primarily on campus streets. Thirteen race teams enjoyed a large crowd on Friday evening as they sped around a .8 mile closed loop course along 14th Street, near the lower campus festival location. A second race was run at OSU's Reser Stadium on Saturday.

Kinetic Sculpture Race

The Graand Kinetic Challenge race committee meets throughout the year to plan and organize the da Vinci Days race. There were 178 race volunteers and 26 total teams, nine teams traveled to Corvallis from more than 50 miles away. Spectator attendance continues to grow at the Sand Dune, Mud Bog, and River Exit areas.

Leo's Kinetic Parade included entries from local organizations including local electric vehicle owners, big puppets, and a delegation of OSU International Students in their country's traditional dress. This year's parade participation and spectators were similar to the prior year and the parade continues to evolve as a community event. This year Leonardo da Vinci participated in the parade, played by local actor Eric Nepom.

Canine Frisbee Competition

Canine Frisbee is held in the open area of Madison Field and was held on Saturday morning, to the delight of sixteen participating teams and a crowd of 200+.

Science and Technology

Astronomy Exhibit and Stargazing Party

The Heart of the Valley Astronomers hosted their annual exhibit at the Lower Campus with a hands-on display of telescopes. The Stargazing Party was held Saturday evening at Central Park after the Main Stage music performance.

Keynote presentation

This year's keynote was sponsored by OSU College of Oceanic and Atmospheric Sciences as part of their 50th anniversary and reunion, held in conjunction with da Vinci Days. An audience of 475, learned about the likelihood of future tsunami events off the Oregon Coast from OSU professor, Dr. Chris Goldfinger.

Discover OSU and Oceans at OSU

Eleven exhibits were hosted by various colleges at OSU. This area provided people of all ages with dozens of interactive and educational displays. In addition, Oceans at OSU was hosted by COAS, including exhibits and open labs coordinated with da Vinci Days. An Oceans Passport was available for youth to travel to multiple exhibits and receive a prize and shuttle services were provided to facilitate participation by da Vinci Days attendees. The OSU Department of Horticulture also hosted farm tours at their research lab on Peoria Road.

FIRST Robotics

Local and regional high school FIRST Robotics teams and their mentors provided exhibition competitions on Sunday. The mission of FIRST Robotics (For Inspiration and Recognition of Science and Technology) is to inspire young people to be science and technology leaders, by engaging them in exciting mentor-based programs that build science, engineering and technology skills.

Geekapalooza

This area was designed to inspire and engage attendees of all ages. This year's venue hosts were mathematicians, artists, and photographers. Featured activities included a demonstration of the camera obscura, intuitive coloring with a host artist, a viewing opportunity of art in progress (the Peace Mandala), and three dimensional hexagons and puzzles to build and explore.

Geocaching

Interest continues to grow in GPS technology and the sport of geocaching. This year, included Geocaching events on Saturday and Sunday where participants were provided a card with waypoints and had to locate ten hidden caches around the Festival grounds and downtown.

Green Town

This popular venue was open Friday evening through Sunday and featured 32 local and regional exhibits to educate and inspire attendees to consider the environmental impacts of modern living. Total exhibitors doubled from the prior year and included the City of Corvallis, local merchants, and non-profit organizations. New this year was "Wheel Ideas", an area to highlight alternative transportation options. One of the exhibiting organizations successfully recruited more than 80 community members to help with a land use inventory in the coming year.

Marketing

Marketing includes promotional activities, publications, and advertising activities for the summer festival. Total marketing expenditures (includes in-kind trade) were $61,025, up $6,971 from the prior year. In addition, this investment was leveraged by social network media opportunities, and effective Festival publicity. Stretching our marketing budget is a high priority and is achieved through events, targeted marketing pieces, interviews and press releases. This was the first year that da Vinci Days sent a representative to the Governor's Conference on Tourism. It was worthwhile to note that many signature community events were more substantially supported by local chambers or the CCVB. In light of that, da Vinci Days will continue to request greater marketing support from our local CCVB.

Promotional activities

Promotional activities are listed chronologically, beginning in the Fall of 2008:

- Eugene Celebration Parade- da Vinci Days kinetic sculpture
- OSU Homecoming Parade- da Vinci Electric Car
- Corvallis Christmas Parade- da Vinci Days kinetic sculpture
- Corvallis Earth Day Earthfaire information tabling and parade (big puppets)
- CASA Family Fun Day- build a robot activity
- Madison Avenue Task Force Spring Garden Festival- community art activity
- Corvallis School District Art Fair- community art project display
- Corvallis Farmer's Market - information table (weekly, beginning in June)
- Corvallis Farmer's Market -sidewalk chalk artist exhibit
- Oak Creek Tour Water Fair- information tabling and activity
- Direct mail postcards to a targeted mailing list of 5,000 households in Corvallis
- Footwise window displays- two displays (kinetic challenge and community art)
- Citizens bank window display- Big Fish display
- Portland Rose Festival Starlight Parade- big puppets and kinetic sculptures
- General displays: Harrison Banner display, community poster distribution
- Corvallis Community Band- sponsored "For the Kids" night, big puppet on display
- Promotion on Twitter for on-line ticket sales, grand prize was an I-Pod Touch
- Established a Flickr account for attendees to share photos of da Vinci Days events
- Flyers to all Corvallis School District elementary school children highlighting the sidewalk chalk art event.
- Press releases were distributed directly to regional news organizations including the Oregonian, the Statesman Journal, and the Corvallis Gazette-Times. Interviews were given to the Oregonian, Corvallis Gazette-Times, Statesman Journal, KEZI News, KVAL News, and Corvallis Tourism.

Festival Advertising and Coverage

We placed ads and secured news feature coverage across print, television, and radio beyond those mentioned above, at the Corvallis Gazette-Times*, Albany Democrat-Herald, OSU Daily Barometer, The Alchemist, Eugene Register- Guard, Comcast cable network channels, KEZI 9 Eugene*, KDRV 12 Medford*, KLCC in Eugene, and KLOO 106.3 FM*. Media sponsors (*) made a significant difference in our ability to stretch our advertising budget. Kitzie Stern Voiceovers recorded and produced our radio ads and KEZI-9 provided television ad production services.

Advertising was also placed in the Corvallis Parks & Recreation "Summer in the City" guide and a membership fee is paid to Corvallis Tourism for added exposure through their web site, google ads, and social media.

A joint effort of Corvallis Fall Festival and the DCA Red, White, & Blue Festival resulted in new banners displayed in downtown Corvallis from June through September.

The Festival continues to attract attention to Corvallis and da Vinci Days is featured alongside Oregon icon, the Portland Rose Festival in the soon to be released 2010 Rand McNally US Atlas. The festival is also continually mentioned in articles about the high quality of life in Corvallis, including a "best place to live" article in a National Geographic Adventure blog article in September 2009.

Website Management

Our Web site is the year round presence of the Festival. We attract new sponsors, volunteers, and media coverage from the site. The web site has been managed and updated by volunteers and will require a redesign next year and will give us enhanced tools to monitor activity on the da Vinci Days site.

Film Festival Production

As a program of da Vinci Days, the second stand alone Film Festival performed better than budget and attracted sell out audiences at a number of showings. We received 104 film submissions from local, regional, and international filmmakers. The Film Festival committee was managed by da Vinci Days Executive Director Brenda VanDevelder, replacing the prior year's director, volunteer Lizz-Ann Shaarawi. Total expenses for the film festival (cash and in-kind) were $18,573.

The Festival featured thirty short and feature length independent films from genres including animation, experimental, documentary, drama and comedy. The Film Festival also hosted the Fast Film Project with nine completed films submitted.

Highlights included the opening night Filmmaker reception, a 'meet the filmmaker' panel discussion facilitated by Darkside Cinema owner Paul Turner, and thirteen guest filmmakers visiting from Oregon, California, Washington, and Illinois. With significant support of staff from OSU's Conference Services and Events, LaSells Stewart Center, and the Darkside Cinema, the da Vinci Film Festival was an event of high quality while maintaining low operating costs. Ticket sales and operational costs were at budget, providing net revenue of $1,087, a growth in income of $2,770 over the prior year.

One of the priorities in separating the Film Festival from the summer Festival was to provide a year round presence for da Vinci Days in the community. The second year marketing effort included poster distribution, flyers, press releases, advertisements in the OSU Barometer, The Alchemist, Corvallis Gazette Times, and a Film Festival Launch Party at Block15 Restaurant in downtown Corvallis. The Film Festival marketing expenditures are separated from summer festival marketing expenses and include costs for a newly launched web site for the Film Festival. The da Vinci Film Festival was featured in an article in Oregon Business Magazine that reviewed the established film festivals in Portland, Ashland, Bend, and Corvallis.

SUMMARY

With more than twenty years of bridging the town and gown dynamic of Corvallis, da Vinci Days has become the iconic summer event for Corvallis. We have thriving relationships with dozens of organizations, businesses, and the university and we continue to explore better ways to partner, showcase, and celebrate as we find new ways to build the social capital of our community. We continue to impact the community in positive ways including making new connections between organizations and supporting the efforts of our business, education, and non-profit partners. The continued support of our founding organizations, Oregon State University, Benton County, and the City of Corvallis have been integral to our continued viability as a community event. We are grateful for the support from city staff and the City Council to ensure the continued success of da Vinci Days in our community.

Addendum

Financial Reports
City Loan repayment

da Vinci Days Statement of Activities with comparison to prior year

	Sep '08 - Aug 09	Sep '07 - Aug 08	$ Change	% Change
Ordinary Income/Expense				
Income				
4000 · *Contributions*				
4100 · *Direct Public Support*				
4101 · Corporate Sponsorship	21,950.00	36,100.00	-14,150.00	-39.2%
4102 · Individual Donors	16,720.17	16,322.04	398.13	2.44%
4103 · Grants	4,250.00	4,850.00	-600.00	-12.37%
4104 · Non-cash donations	1,336.00	0.00	1,336.00	100.0%
Total 4100 · *Direct Public Support*	44,256.17	57,272.04	-13,015.87	-22.73%
4200 · Gov't Contributions	15,000.00	14,500.00	500.00	3.45%
Total 4000 · *Contributions*	59,256.17	71,772.04	-12,515.87	-17.44%
4300 · * Program Revenue*				
4301 · Admissions	116,655.98	89,769.77	26,886.21	29.95%
4302 · Concession Fees/Commission	33,660.28	26,651.30	7,008.98	26.3%
4303 · Festival Events	12,981.80	9,665.30	3,316.50	34.31%
Total 4300 · * Program Revenue*	163,298.06	126,086.37	37,211.69	29.51%
4400 · Fundraising Events	1,948.30	0.00	1,948.30	100.0%
4500 · Festival Merchandise Sales	8,276.00	6,751.00	1,525.00	22.59%
5501 · Relocation Income	0.00	4,833.00	-4,833.00	-100.0%
5502 · Relocation Expense	0.00	-752.30	752.30	100.0%
Total Income	232,778.53	208,690.11	24,088.42	11.54%
Cost of Goods Sold				
5500 · *Festival Merchandise*	6,810.60	6,445.30	365.30	5.67%
Total COGS	6,810.60	6,445.30	365.30	5.67%
Gross Profit	225,967.93	202,244.81	23,723.12	11.73%
Expense				
4001 · Reconciliation Discrepancies	0.00	0.00	0.00	0.0%
6100 · *Payroll Expenses				
6110 · Wages & Salaries	42,230.02	42,874.93	-644.91	-1.5%
6120 · Payroll Taxes	4,341.02	4,509.05	-168.03	-3.73%
6130 · Employee Benefits	8,764.00	6,865.25	1,898.75	27.66%
Total 6100 · *Payroll Expenses	55,335.04	54,249.23	1,085.81	2.0%
6200 · Awards & Prizes	3,436.47	3,459.04	-22.57	-0.65%
6250 · Bank Fees	2,149.53	1,150.14	999.39	86.89%
6300 · Contracted Services				
6310 · Performers	26,428.46	26,666.52	-238.06	-0.89%
6320 · Shuttle/Parking	1,380.00	1,866.50	-486.50	-26.07%
6330 · Sanitation	840.00	721.00	119.00	16.51%
6340 · Security	6,493.26	5,847.25	646.01	11.05%
6390 · Other Contracted Services	8,932.36	10,745.00	-1,812.64	-16.87%
Total 6300 · Contracted Services	44,074.08	45,846.27	-1,772.19	-3.87%
6400 · Depreciation expense	2,565.96	1,966.00	599.96	30.52%
6450 · Dues & Subscriptions	136.00	181.00	-45.00	-24.86%
6500 · Equipment Rentals				
6510 · Copier Lease	188.50	154.96	33.54	21.64%
6520 · Sanitation	3,118.25	3,315.00	-196.75	-5.94%
6530 · Tables/Tents	10,445.00	11,378.76	-933.76	-8.21%
6590 · Other Equip.Rental	5,855.00	9,890.94	-4,035.94	-40.8%

CONT.

Total 6500 · Equipment Rentals	19,606.75	24,739.66	-5,132.91	-20.75%
6650 · Facility Rentals	600.00	2,017.37	-1,417.37	-70.26%
6700 · *Hospitality				
6710 · Hospitality- meetings/vol recog	1,345.10	0.00	1,345.10	100.0%
6720 · Hospitality-performers	2,792.75	0.00	2,792.75	100.0%
6700 · *Hospitality - Other	0.00	4,487.45	-4,487.45	-100.0%
Total 6700 · *Hospitality	4,137.85	4,487.45	-349.60	-7.79%
6800 · Insurance				
6810 · Worker's Comp Insurance	190.00	0.00	190.00	100.0%
6820 · Liability Insurance	3,432.00	3,203.00	229.00	7.15%
Total 6800 · Insurance	3,622.00	3,203.00	419.00	13.08%
6900 · Interest Expense	2,724.89	3,798.59	-1,073.70	-28.27%
6950 · IT Expenses	0.00	121.85	-121.85	-100.0%
7000 · Marketing & Publicity	26,005.41	20,134.73	5,870.68	29.16%
7050 · Miscellaneous expense	30.00	0.00	30.00	100.0%
7100 · Occupancy-Rent	6,552.66	5,738.25	814.41	14.19%
7150 · Postage	838.94	605.94	233.00	38.45%
7200 · Printing & Publications	435.63	7,963.38	-7,527.75	-94.53%
7250 · Permits & Licenses	758.00	682.00	76.00	11.14%
7300 · *Professional Services*				
7310 · Accounting Services	1,888.15	3,580.90	-1,692.75	-47.27%
Total 7300 · *Professional Services*	1,888.15	3,580.90	-1,692.75	-47.27%
7400 · Scholarships & Donations	1,000.00	1,000.00	0.00	0.0%
7500 · Supplies				
7510 · Office Supplies	564.38	433.84	130.54	30.09%
7520 · Computer Supplies	361.79	35.50	326.29	919.13%
7530 · Fund Raising Supplies	1,045.32	532.75	512.57	96.21%
7540 · Festival Supplies	5,170.75	8,817.86	-3,647.11	-41.36%
Total 7500 · Supplies	7,142.24	9,819.95	-2,677.71	-27.27%
7600 · Telephone	1,818.92	2,318.08	-499.16	-21.53%
7650 · Training & Development	400.00	276.05	123.95	44.9%
7700 · Travel & Mileage Reimburse	225.05	338.64	-113.59	-33.54%
Total Expense	185,483.57	197,677.52	12,193.95	-6.17%
Net Ordinary Income	40,484.36	4,567.29	35,917.07	786.4%
Other Income/Expense				
Other Income				
8000 · In-Kind Donations	84,127.41	80,924.36	3,203.05	3.96%
Total Other Income	84,127.41	80,924.36	3,203.05	3.96%
Other Expense				
8050 · In-Kind Marketing	43,053.06	38,626.00	4,427.06	11.46%
8055 · In-Kind Services	30,273.00	31,551.00	-1,278.00	-4.05%
8060 · In-Kind Supplies & Equip	10,801.35	10,747.36	53.99	0.5%
Total Other Expense	84,127.41	80,924.36	3,203.05	3.96%
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	**40,484.36**	**4,567.29**	**35,917.07**	**786.4%**

da Vinci Days Statement of Financial Position with comparison to prior year

	Aug 31, 09	Aug 31, 08	$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1001 · Petty Cash	23.20	20.39	2.81	13.78%
1002 · Checking-Citizens	91,043.53	59,420.63	31,622.90	53.22%
Total Checking/Savings	91,066.73	59,441.02	31,625.71	53.21%
Accounts Receivable				
1200 · Accounts Receivable	2,171.25	102.00	2,069.25	2,028.68%
Total Accounts Receivable	2,171.25	102.00	2,069.25	2,028.68%
Other Current Assets				
1300 · Deposits-held by others	0.00	53.00	-53.00	-100.0%
1400 · Prepaid expenses	375.80	1,170.30	-794.50	-67.89%
Total Other Current Assets	375.80	1,223.30	-847.50	-69.28%
Total Current Assets	93,613.78	60,766.32	32,847.46	54.06%
Fixed Assets				
1501 · Donated Equipment	6,503.00	5,167.00	1,336.00	25.86%
1500 · Equipment	9,079.57	16,879.57	-7,800.00	-46.21%
1590 · Accumulated Depreciation	-7,037.24	-12,271.28	5,234.04	-42.65%
Total Fixed Assets	8,545.33	9,775.29	-1,229.96	-12.58%
TOTAL ASSETS	**102,159.11**	**70,541.61**	**31,617.50**	**44.82%**
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 · Accounts Payable	157.35	4,471.10	-4,313.75	-96.48%
Total Accounts Payable	157.35	4,471.10	-4,313.75	-96.48%
Other Current Liabilities				
2310 · Wells Fargo LOC	30,954.06	33,007.17	-2,053.11	-6.22%
2311 · Unearned Revenue	0.00	500.00	-500.00	-100.0%
Total Other Current Liabilities	30,954.06	33,507.17	-2,553.11	-7.62%
Total Current Liabilities	31,111.41	37,978.27	-6,866.86	-18.08%
Long Term Liabilities				
2330 · City of Corvallis- Loan	14,000.00	16,000.00	-2,000.00	-12.5%
Total Long Term Liabilities	14,000.00	16,000.00	-2,000.00	-12.5%
Total Liabilities	45,111.41	53,978.27	-8,866.86	-16.43%
Equity				
3301 · Offset for Donated Equipment	0.00	5,167.00	-5,167.00	-100.0%
3100 · Unrestricted Net Assets	16,563.34	-28,921.86	45,485.20	-157.27%
3300 · Retained Earnings	0.00	35,750.91	35,750.91	-100.0%
Net Income	40,484.36	4,567.29	35,917.07	786.4%
Total Equity	57,047.70	16,563.34	40,484.36	244.42%
TOTAL LIABILITIES & EQUITY	**102,159.11**	**70,541.61**	**31,617.50**	**44.82%**

Proposed Payment towards Bridge Funding Loan

A 2009 payment will be made to the City of Corvallis in December in the amount of $2,000.

Da Vinci Days continues to focus on sustaining annual revenues and retiring all long term debt as allowed by festival revenue each year. The priority is to retire the high interest line of credit and maintain adequate cash flow for future operations. We are grateful for the support demonstrated by the City of Corvallis in providing the 2005 bridge loan to assist in this process.

In light of the continuing challenges of the economy, the da Vinci Days Board of Directors will continue to move conservatively on retiring the line of credit debt in order to maintain adequate working capital for the Festival.

MEMORANDUM

TO: Administrative Services Committee

FROM: Steve Rogers, Public Works Director

DATE: March 8, 2010

SUBJECT: Telecommunications Franchises

ISSUE
Council approval is needed for competitive telecommunications franchises.

BACKGROUND
Ordinance 99-26 requires all telecommunications providers that generate revenue from facilities in the public right of way (ROW) to obtain a franchise from the City.

There are currently over 350 competitive telecommunications providers registered with the Oregon Public Utilities Commission (PUC). From year to year, there are many entries and exits from the PUC registry. Many of these providers are non-facility-based in that do not own facilities in the ROW. To provide their services they lease land-line resources from other companies, such as Qwest. These non-facility-based providers that utilize the ROW are often called resellers and commonly offer long-distance services.

Public Works recently contacted each competitive provider in the PUC registry to remind them of Ordinance 99-26 and to inquire about the services they may be offering in Corvallis. To date, about one-third have responded. Many are providing service in Corvallis and were not aware of the City's telecommunications ordinance.

DISCUSSION:
Under Ordinance 99-26, these non-facility based providers are required to obtain a franchise. The franchise is intended to protect the public's interest in the ROW and to outline compensation for its use. Since these companies do not own and operate their own facilities in the ROW, much of the standard language used in a facilities-based telecommunications franchise does not apply, thus a new non-facilities-based franchise has been drafted. Because of the turnover in competitive telecommunications providers, the new non-facilities franchise is simple, non-time intensive, has no term limit, and is issued by the City rather than agreed to by both parties. The new franchise allows the competitive telecommunications providers to comply with Ordinance 99-26, pay the 7% ROW fee, and minimize administrative burdens.

The attached ordinance provides franchises for the first group of respondents. As more providers needing a franchise respond over time, additional franchises will be brought before the Council. For efficiency, these future telecommunications franchise requests will be bundled in a similar fashion.

RECOMMENDATION:
Staff requests the Administrative Services Committee to recommend the City Council approve non-exclusive telecommunications franchises fixing terms, conditions, and compensation, and stating an effective date immediately upon passage by the City Council and approval of the Mayor.

Reviewed and concur:

Jon S. Nelson, City Manager

Jim Brewer, City Attorney
Scott Fewel

ORDINANCE 2010-

AN ORDINANCE GRANTING A NON-EXCLUSIVE TELECOMMUNICATIONS FRANCHISE, FIXING TERMS, CONDITIONS, AND COMPENSATION OF SUCH A FRANCHISE.

THE CITY OF CORVALLIS ORDAINS AS FOLLOWS:

Section 1. RIGHTS GRANTED The City hereby grants nonexclusive franchises to the grantees identified in Section 2 for providing telecommunications services within the city limits, subject to the provisions of Corvallis Municipal Ordinance 99-26 and the Corvallis Municipal Code, or as hereafter enacted or amended. Ordinance 99-26, an ordinance relating to telecommunications, shall be incorporated into this Franchise as though it were a part of it.

Section 2. GRANTEES Each of the following are granted a nonexclusive franchise for telecommunications services:

2.1 ACN Communication Services, Inc.
2.2 Bullseye Telecom, Inc.
2.3 Caused Based Commerce Inc. dba The Sienna Group
2.4 Convergia, Inc.
2.5 Group Six Communications, LLC
2.6 Integra dba Advanced Telecom, Inc., Eschelon Telecom, Inc., Eschelon Telecom of Oregon, Inc., Northwest Telecom, LLC, and Oregon Telecom Inc.
2.7 McLeod USA
2.8 PAETEC Communications, Inc.
2.9 Reduced Rate Long Distance, LLC
2.10 Telecom Management Inc. dba Pioneer Telephone
2.11 Working Assets Funding Service, Inc.
2.12 X5 PDX, LLC dba X5 Solutions

Section 3. DURATION These franchises and the rights and privileges granted shall be in effect from the effective date, unless terminated as provided in Ordinance 99-26.

Section 3. FRANCHISE NOT EXCLUSIVE The franchises hereby granted are not exclusive.

Section 4. COMPENSATION As compensation for a franchise granted by this ordinance, the Grantee shall pay to the City, from and after the effective date of this franchise, monthly, an amount equal to seven (7) percent of the gross revenue derived from the provision of telecommunications service within the franchise area as outlined in Section 8 in Ordinance 99-26.

Section 5. INSURANCE Liability insurance is not required.

Section 6. AGREEMENTS Any agreement between the City of Corvallis and the Grantee that contains terms that are different from those set out in this ordinance and other provisions of Corvallis ordinances that are referenced herein shall be void upon the Grantee's continuing provision of telecommunication services and the Grantee shall operate under the requirements of this ordinance.

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

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

EFFECTIVE this _____ day of _____, 2010.

_____
Charles C. Tomlinson, Mayor

ATTEST:

_____
Kathy Louie, City Recorder

Attachment A

ORDINANCE 2010-_____

AN ORDINANCE GRANTING A NON-EXCLUSIVE TELECOMMUNICATIONS FRANCHISE, FIXING TERMS, CONDITIONS, AND COMPENSATION OF SUCH A FRANCHISE, AND DECLARING AN EMERGENCY

THE CITY OF CORVALLIS ORDAINS AS FOLLOWS:

Section 1. RIGHTS GRANTED The City hereby grants nonexclusive franchises to the grantees identified in Section 2 for providing telecommunications services within the city limits, subject to the provisions of Corvallis Municipal Ordinance 99-26 and the Corvallis Municipal Code, or as hereafter enacted or amended. Ordinance 99-26, an ordinance relating to telecommunications, shall be incorporated into this Franchise as though it were a part of it.

Section 2. GRANTEES Each of the following are granted a nonexclusive franchise for telecommunications services:

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2.7 McLeod USA
2.8 PAETEC Communications, Inc.
2.9 Reduced Rate Long Distance, LLC
2.10 Telecom Management Inc. dba Pioneer Telephone
2.11 Working Assets Funding Service, Inc.
2.12 X5 PDX, LLC dba X5 Solutions

Section 3. DURATION These franchises and the rights and privileges granted shall be in effect from the effective date, unless terminated as provided in Ordinance 99-26.

Section 4. FRANCHISE NOT EXCLUSIVE The franchises hereby granted are not exclusive.

Section 5. COMPENSATION As compensation for a franchise granted by this ordinance, the Grantee shall pay to the City, from and after the effective date of this franchise, monthly, an amount equal to seven (7) percent of the gross revenue derived from the provision of telecommunications service within the franchise area as outlined in Section 8 in Ordinance 99-26.

Section 6. INSURANCE Liability insurance is not required.

Section 7. AGREEMENTS Any agreement between the City of Corvallis and the Grantee that contains terms that are different from those set out in this ordinance and other provisions of Corvallis ordinances that are referenced herein shall be void upon the Grantee's continuing provision of telecommunication services and the Grantee shall operate under the requirements of this ordinance.

Section 8. 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.

_____
Charles C. Tomlinson, Mayor

ATTEST:

_____
Kathy Louie, City Recorder

URBAN SERVICES COMMITTEE
MINUTES
April 8, 2010

Present
Patricia Daniels, Chair
David Hamby
Richard Hervey

Staff
Jon Nelson, City Manager
Steve Rogers, Public Works Director
Emely Day, City Manager's Office

Visitors
Dan Brown, Ward 2 City Councilor
Stan Nudleman
Robert Wilson

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Downtown Transit Center Restroom Maintenance			Approve the Downtown Transit Center restroom being accessible Mondays through Saturdays, from 5:00 am until 2:30 am
II. Council Policy Review: CP 2010-1.12, "Community Sustainability"			Adopt Council Policy CP 2010-1.12, "Community Sustainability," as amended by the Committee
III. Other Business A. April 22 Meeting Attendance B. Total Maximum Daily Load Requirements Compliance Update C. Street Light at SW Ninth Street and SW Madison Avenue	Yes		

CONTENT OF DISCUSSION

Councilor Daniels called the meeting to order at 4:00 pm.

I. Downtown Transit Center Restroom Maintenance (Attachment)

Public Works Director Rogers noted that the issue of Downtown Transit Center (DTC) restroom maintenance was discussed in connection with demolition of the former Moose Lodge building and re-development of the property as a parking lot. Those discussions elicited requests for a public restroom as part of the DTC and prompted revision of the re-development plan. Previous Committee discussions included questions regarding the hours the restroom would be accessible for use. Staff estimated costs for four restroom accessibility options.

In response to Councilor Hamby's inquiry, Mr. Rogers and City Manager Nelson indicated that the Parks and Recreation budget portion of the General Fund pays for maintenance of the Riverfront Commemorative Park (RCP) restroom.

In response to Councilor Hervey's inquiry, Mr. Rogers said Option B (accessibility from 5:00 am until 2:30 am, Monday through Saturday) was intended to cover all possible transit service hours, including the Beaver Bus; no transit services are available Sundays. Option A did not include restroom accessibility Sunday for the same reason.

Mr. Rogers and Mr. Nelson said they were not sure whether the RCP restroom was posted with the hours the facility is accessible for use. Councilor Hervey commented that such notices might be useful to patrons.

In response to Councilor Hamby's inquiry, Mr. Rogers said the DTC restroom would not be cleaned or checked hourly. Electrical costs and anticipated vandalism costs would increase with more hours that the restroom is accessible. Contracted janitorial service and supplies would be provided frequently, as staff expects the restroom will be used extensively.

Councilors Hervey and Hamby, respectively, moved and seconded to recommend that the Council approve the Downtown Transit Center restroom being accessible Monday through Sunday, from 5:00 am until 2:30 am.

Councilor Hervey said he did not like Option C (accessibility 24 hours per day, seven days per week) because it might prompt chronically homeless people to use the restroom as a bedroom, as it would never be closed. Option B would encompass all public transit schedules and extend 30 minutes after the downtown bars close, accommodating people walking home from those establishments. Further, Option B would provide access for people who are homeless, so they would not be urinating in the alleys. He opined that Option A would not meet some of the needs he believed were desired when the public restroom was first proposed. He believed the Council wanted to address the issue of homeless people in the downtown area at all hours, and he noted that homeless people are downtown all days of the week.

While he understood the desire to have the restroom accessible for homeless people, Councilor Hamby said he would prefer having the restroom accessible for Downtown patrons. He liked the idea of the restroom closing at 2:30 am. He expressed concern that, if the restroom was open too much during the week, it could become misused. He considered a combination of Option B and matching the hours of the RCP restroom or having the restroom close earlier during the week but later on weekends.

Mr. Rogers said Option B and making the restroom accessible Sundays would probably increase the maintenance costs to $12,000.

Councilor Hamby said the difference in maintenance costs between Option B and Option C was not critical to him; he was more concerned with restroom accessibility and potential misuse.

Councilor Hervey noted that posting the restroom hours and indicating that the restroom would be locked at 2:30 am would deter people from using the facility for overnight sleeping purposes. He liked the idea of the restroom accessibility hours accommodating the Beaver Bus schedule. He did not know how much the restroom might be used when the Beaver Bus completes its last service run late at night. He believed the 2:30 am closing would provide a public service by decreasing the instances of people urinating in the alleys late at night.

Councilor Daniels said she opposed the motion. She did not want the restroom accessible Sundays. She preferred Option B for the reasons Councilor Hervey stated, but without Sunday accessibility. She noted that the budget reductions over the next few months will accumulate to the equivalent of a City employee's half-time position. She would prefer pursuing the least-expensive option, which would provide accessibility for 12 hours per day. She expressed concern for people leaving Downtown bars late at night; therefore, she could support Option B, but she would prefer Option A.

The motion failed one to two, with Councilor Hervey supporting and Councilors Hamby and Daniels opposing.

Councilor Hervey moved to recommend that the Council approve the Downtown Transit Center restroom being accessible Monday through Saturday, from 5:00 am until 2:30 am. The motion died for lack of a second.

In response to Councilor Hamby's inquiry, Mr. Rogers said he was not sure why Option B would begin restroom accessibility at 5:00 am, rather than 6:00 am. The proposed schedule may have been intended to provide a wider range of hours. Councilor Hamby asked Councilor Hervey to re-present the last motion for consideration.

Based upon a motion moved and seconded by Councilors Hervey and Hamby, respectively, the Committee unanimously recommends that the Council approve the Downtown Transit Center restroom being accessible Monday through Saturday, from 5:00 am until 2:30 am.

II. Council Policy Review: CP 2010-1.12, "Community Sustainability" (Attachment)

Councilor Daniels noted that the Committee reviewed and referred to the Council a draft policy. The Council approved the general concept of the policy and the compilation of existing City energy sustainability policies being attachments to the policy. The draft policy was returned to representatives of the Energy Strategy Ad Hoc Committee (ESAHC), who submitted the proposed policy for the Committee's consideration.

Committee members and Councilor Brown, who coordinated the ESAHC's efforts, discussed provisions of the proposed policy.

- Section 1.12.50, "Implementation" –
  - » Councilor Hervey suggested amending the introductory provision to read, "This Policy anticipates that current and future City Councils will prioritize one or more sustainability-related topic areas for which to develop community policy guidance and implementation direction *each biennium*." This would clarify that each Council could establish their priorities. He accepted Councilor Daniel's suggestion of "*each Council term*," rather than "*each biennium*." Councilor Brown concurred.
- Section 1.12.040, "Community Objectives" –
  - » Councilor Hamby suggested amending the introductory provision to read, "*It is assumed that* the Corvallis community desires to achieve the following overall sustainability objectives:"
  - » Councilor Hervey surmised that the ESAHC determined the community's direction from a review of existing documents.
  - » Councilor Brown said the language was copied from Council Policy CP 04–1.08, "Organizational Sustainability." He would prefer Councilor Hamby's suggested amendment, since the Council does not know the community's desires.
  - » Based upon language in Section 1.12.050, "Implementation," Councilor Daniels suggested modifying Councilor Hamby's amendment to read, "*It is anticipated that* the Corvallis community . . ." Councilors Hamby and Hervey concurred.
- Section 1.12.010, "Purpose," and Section 1.12.030, "Policy," sub-paragraph 2 –
  - » Councilor Daniels noted the "balance of environmental values with economic and social equity values" implied a balance of one value against a combination of two other values. She suggested amending the statements to read, ". . . promote a balance of *environmental, economic, and social equity values.*" Councilor Hervey concurred.
  - » Councilor Daniels further suggested deleting "('triple bottom line')" from Section 1.12.030, sub-paragraph 2, as the phrase is included in Section 1.12.010. Councilors Hervey and Hamby concurred.
- Section 1.12.042 –
  - » Councilor Daniels opined that the phrase "help Corvallis" was awkward, since the introductory statement of Section 1.12.040, "Community Objectives," reads, "The Corvallis community desires to achieve the following overall sustainability objectives." She suggested deleting the phrase "help Corvallis." Councilors Hamby and Hervey concurred.

Based upon a motion moved and seconded by Councilors Hamby and Hervey, respectively, the Committee unanimously recommends that Council adopt Council Policy CP 2010-1.12, "Community Sustainability," as amended by the Committee. *[A revised draft of the Policy, with the Committee's amendments, is Attachment A to these minutes.]*

Mr. Nelson thanked the Committee for including City staff in the review of the draft policy.

Councilor Hervey congratulated Councilor Brown on completion of the project of developing a community sustainability policy.

III. Other Business

A. The next regular Urban Services Committee meeting is scheduled for April 22, 2010, at 4:00 pm, in the Madison Avenue Meeting Room. Councilor Daniels announced that she will not attend the meeting and asked Councilor Hervey to serve as Acting Chair; he agreed to do so.

B. Mr. Rogers updated the Committee regarding progress in responding to total maximum daily load (TMDL) requirements for wastewater discharged to the Willamette River. The next step in the process involves a public meeting to discuss likely uses of a tree-shading option to address water temperature requirements in connection with wastewater discharge. Staff had difficulty coordinating a meeting of the City's consultant and stakeholder representatives. The meeting was slated for March but will likely occur during May or June.

C. Robert Wilson reported that the street light at SW Ninth Street and SW Madison Avenue, which he previously reported as malfunctioning, is now working properly.

Councilor Daniels adjourned the meeting at 4:29 pm.

Respectfully submitted,

Patricia Daniels, Chair

Attachment A

CITY OF CORVALLIS

COUNCIL POLICY MANUAL

POLICY AREA 1 - GENERAL

CP 2010-1.12 Community Sustainability

Adopted April 19, 2010

1.12.010 Purpose

To achieve a more sustainable community. This Policy supports development of community practices, plans, and programs that promote a balance of environmental, economic, and social equity values (known as the "triple bottom line").

1.12.020 Definitions

Three relevant definitions from the Corvallis Comprehensive Plan appear here.

1.12.021 Sustainable – ability to be maintained or continued indefinitely.

1.12.022 Goal – a statement of intention expressing community values intended to provide a guide for action by the community.

1.12.023 Policy – a decision-making guideline for actions to be taken in achieving goals and the community's vision.

1.12.030 Policy

The community has demonstrated its concern for a sustainable community through the *Corvallis 2020 Vision Statement.* In pursuit of that, this Policy envisions that the community will:

1. Participate actively in public involvement processes to ensure a community dialogue on sustainability;
2. Develop practices to achieve a more-sustainable community through plans and programs that promote a balance of environmental, economic, and social equity values;

3. Use planned, proactive community solutions to sustainability problems; and
4. Consider long-term and cumulative consequences when making sustainability decisions.

1.12.040 Community Objectives

It is anticipated that the Corvallis community desires to achieve the following overall sustainability objectives:

1.12.041 Encourage and develop connections between environmental quality, economic vitality, and social equity.

1.12.042 Inspire and promote public action to address the needs of all citizens while furthering sustainability goals.

1.12.043 Equitably distribute the costs of improving sustainability.

1.12.044 Use resources efficiently and reduce demand for natural resources (such as energy, land, and water) as a first alternative to expanding supply.

1.12.045 Prevent additional pollution through planned, proactive measures, rather than only corrective action, and focus on solutions, rather than symptoms.

1.12.046 Act locally to reduce adverse global impacts of rapid population growth and consumption, such as ozone depletion and climate change.

1.12.047 Be a model of sustainable activities for other communities.

1.12.050 Implementation

This Policy anticipates that current and future City Councils will prioritize one or more sustainability-related topic areas for which to develop community policy guidance and implementation direction each Council term.

1.12.051 Energy and Transportation

The *Community Energy Strategy: A 2020 Framework,* approved by the City Council on December 21, 2009, provides guidance to the community and future City Councils on achieving a more secure and resilient Corvallis in the areas of energy and transportation.

1.12.052 Implementation direction for other sustainability-related topic areas may be added to this section of the Community Sustainability Policy in the future.

1.12.60 References

"Compilation of Existing City Energy Sustainability Policies" (approved December 21, 2009) is attached as Appendix A.

Community Energy Strategy: A 2020 Framework is a supporting document in Article 12, "Energy," in the *Corvallis Comprehensive Plan.*

1.12.070 Review and Update

This Policy shall be reviewed every two years by the City Council and updated as appropriate.

December 21, 2009

COMPILATION OF EXISTING COMMUNITY ENERGY SUSTAINABILITY POLICIES

Purpose

The community demonstrated its concern for a sustainability policy through the *Corvallis 2020 Vision Statement.* The Council has adopted numerous policies to provide leadership for the community by making City municipal operations more sustainable; these policies include **Council Policy CP 04-1.08,** *"Organizational Sustainability."* The Council also continues to identify resources, and enable activities necessary for Corvallis citizens to be successful in their sustainability efforts.

The City Council believes the Corvallis community desires to achieve the following overall sustainability objectives:

- protect the quality of local air and water, according to high standards;
- minimize community impacts on local and worldwide ecosystems;
- conserve water, land, and other natural resources, including fossil fuels;
- reduce the community's reliance on vehicles that use fossil fuels in order to achieve environmental, economic, and social benefits;
- improve the community's energy security, stability, and diversity;
- equitably distribute the costs of improving sustainability; and
- continue to be a model of sustainable activities for other communities.

Further, the City Council believes the Corvallis community will benefit from the following process-oriented objectives:

- develop practices that achieve a more-sustainable community through plans and programs that promote a balance of environmental values with economic and social equity values;
- utilize planned, proactive community solutions to sustainability problems; and
- consider long-term and cumulative consequences when making sustainability decisions.

Goals

The sustainability of the Corvallis community depends on the innumerable decisions and actions of thousands of individuals. The Corvallis City Council would like to see individuals, households, businesses, not-for-profit organizations, franchise utilities, governments, and the Corvallis community as a whole adopt practices which:

Conserve natural resources, especially energy:

a. Since pumping and processing water requires more energy than any other municipal activity, save energy by reducing community demand for water flow through municipal systems;
b. Create a compact, densely populated city to stem urban sprawl;
c. Moderate temperatures in the community through vegetation and natural features; and
d. Increase energy efficiency in buildings and transportation;

Protect local air, water, and other natural resources quality and minimize impacts on worldwide ecosystems:

a. Reduce street-related water quality problems;
b. Sequester carbon with the urban forest and natural resources; and
c. Reduce greenhouse emissions and local contribution to ozone depletion and global climate change;

Reduce community reliance on petroleum-powered automobiles:

a. Encourage development of a regional transportation plan;
b. Provide safe and convenient access for bicyclists, and pedestrians;
c. Encourage transit ridership; and
d. Decrease use of automobiles;

Increase the community's energy security:

a. Reduce the need to import energy, keeping local money in the community;
b. Engage in a comprehensive economic development program which is consistent with our desire to protect and enhance the environment and natural resources;
c. Develop increased supply of renewable and locally produced energy; and
d. Maintain solar access for all buildings.

Policy

This policy statement includes the areas of *Energy* and *Transportation,* relying heavily on the Corvallis *Comprehensive Plan* and other previously adopted City documents. Other sustainability-related topic areas may be added to this *Community Sustainability Policy* in the future.

In community sustainability activities:

a. The City shall measure and monitor progress toward the goals in 1.XX.;
b. The City shall use the "triple-bottom-line" framework in approaching community sustainability, as well as organizational sustainability;
c. The City shall cooperate with the State and Federal governments to achieve the community's energy and transportation goals;
d. The City shall coordinate land use with transportation planning in the City;
e. The City shall provide leadership to the community by improving the sustainability of City municipal operations as outlined in _____; and

f. The City Council will include sustainability criteria in the City's Economic Development Allocation processes.

Sustainable Energy in the Built Environment

a. The City Council shall encourage more energy-efficient development through the *Comprehensive Plan, Land Development Code,* and *Building Code.*
b. The City shall promote energy conservation in building operations, rather than increasing the supply of energy.
c. The City shall encourage the investigation, development, and use of local, renewable energy, including solar, hydroelectric, thermoelectric, wind, wave, heat pumps, and other sources.
d. Pumping and processing water requires more energy than any other municipal activity. Water and wastewater treatment plants and pump stations provide the City with the opportunity to lead by example by reducing the total energy consumed in daily operations.
e. The City shall take a leadership role in local energy matters to ensure the conservation of existing non-renewable energy resources by encouraging and coordinating the location, design, and operation of **future public facilities** so as to ensure that they are of a construction which is energy efficient, maximize the use of solar energy, and allow for multi-purpose use.
f. The City will consider strategies, such as incentives, to encourage the use of **green building construction methods** and materials in private construction.
g. Policies: establish goals and set timeline for achievement through voluntary and incentive programs for cost-effective weatherization of existing residential, rental, commercial, and public buildings. If these measures do not achieve the goals, cost-effective weatherization will be required.
h. The City regulates **access to the sun** and protects that access so that it is available for the life of the structure. Areas taken into consideration for solar access protection include rooftops, south walls, and south lot lines.
i. **Trees** have been planted throughout the community to take advantage of their aesthetic qualities, to provide cooling during the summer, and for their ability to help cleanse the air we breathe.
j. The City shall work to acquire abandoned **railroad rights-of-way** for multi-use paths to serve bicycle, pedestrian, and equestrian uses.
k. The City shall encourage land use patterns and **development** that promote clustering and multiple stories, take advantage of energy-efficient designs.
l. The City shall encourage the development of **high-density** uses that are significantly less dependent on automobiles.
m. Arterial and collector **street designs** shall include evaluation for **transit** facilities, such as bus stops, pullouts, shelters, optimum road design, and on-street parking restrictions, as appropriate to facilitate transit service.
n. **Acquisition of land and/or easements** for **bikeways** and trails shall be evaluated, along with the need of land for parks and open space.
o. Safe and convenient **bicycle facilities** that minimize travel distance shall be provided within and between new subdivisions, planned developments, shopping

centers, industrial parks, residential areas, transit stops, and neighborhood activity centers, such as schools, parks, and shopping.

p. All new **collector and arterial streets** shall be designed to accommodate bicycle facilities.

q. **Bikeways** shall be **conveniently located,** be adequately constructed, have minimal stops and obstructions, and have safe crossings on major streets.

r. The **Pedestrian Oriented Design** standards in this chapter are established to do the following: promote pedestrian-oriented buildings, pedestrian amenities, and landscaping that contribute to an appealing streetscape; promote pedestrian safety by increasing the visibility and vitality of pedestrian areas; ensure direct and convenient access and connections for pedestrians and bicyclists; augment the sidewalk and multi-use path system for pedestrians; provide a connected network of sidewalks and multi-use paths.

s. Major neighborhood centers shall be sited at transit nodes on arterial streets and shall incorporate pedestrian-scale features, such as building orientation to the street and limiting the maximum block perimeter. As the ***Land Development Code*** is updated, districts shall be developed that address all of the community's desired commercial needs.

t. The vision for the **pedestrian network** in Corvallis is to provide safe, convenient access to all parts of the city by foot. The pedestrian network should enable people to get to locations of business, work, or play by a reasonably direct route or to take a less direct but more scenic route if that is their desire. Achieving this vision will result in less reliance on the automobile and preserve the environment by reducing air pollution.

u. The City will encourage **new development** to be sensitive to the environment by having the development avoid significant negative impacts on . . . air and water quality.

v. All new and redeveloped institutional, commercial, and multi-family **development** shall provide bicycle parking facilities that include covered parking.

w. New **development and re-development** projects shall encourage pedestrian access by providing convenient, useful, and direct pedestrian facilities.

x. New commercial and residential **development** shall generally provide for a maximum block perimeter of 1,500 feet, except where it would negatively impact significant natural features.

y. **New or re-developed** residential, retail, office, and other commercial, civic, recreation, and other institutional facilities at or near existing or planned transit stops shall provide preferential access to **transit** facilities.

z. **New commercial development** shall be concentrated in designated mixed use districts, which are located to maximize access by transit and pedestrians.

aa. **Mixed use development** is a State growth management objective: to support walking, bicycling, and access to transit; to conserve energy; and to foster affordable housing.

ab. **Comprehensive neighborhoods** have a neighborhood center to provide services within walking distance of homes. Locations of comprehensive neighborhood centers are determined by proximity to major streets, transit corridors, and higher-density housing. Comprehensive neighborhoods use topography, open space, or major streets to form their edges.

ac. **Comprehensive neighborhoods** support effective transit and neighborhood services and have a wide range of densities. Higher densities generally are located close to the focus of essential services and transit.

ad. **Comprehensive neighborhoods** have a variety of types and sizes of public parks and open spaces to give structure and form to the neighborhood and compensate for smaller lot sizes and increased densities.

ae. **Neighborhoods** have an interconnecting street network with small blocks to help disperse traffic and provide convenient and direct routes for pedestrians and cyclists.

af. In neighborhoods where full street connections cannot be made, access and connectivity are provided with pedestrian and bicycle ways. These pedestrian and bicycle ways have the same considerations as public streets, including building orientation, security-enhancing design, enclosure, and street trees.

ag. **Neighborhoods** have a layout that makes it easy for people to understand where they are and how to get to where they want to go. Public, civic, and cultural buildings are prominently sited. The street pattern is roughly rectilinear. The use and enhancement of views and natural features reinforces the neighborhood connection to the immediate and larger landscape.

ah. **Neighborhoods** have buildings (residential, commercial, and institutional) that are close to the street, with their main entrances oriented to the public areas.

ai. **Neighborhoods** have automobile parking and storage that does not adversely affect the pedestrian environment. Domestic garages are behind houses or otherwise minimized (e.g., by setting them back from the front facade of the residential structure). Parking lots and structures are located at the rear or side of buildings. On-street parking may be an appropriate location for a portion of commercial, institutional, and domestic capacity. Curb cuts for driveways are limited, and alleys are encouraged.

aj. **Neighborhoods** incorporate a narrow street standard for internal streets which slows and diffuses traffic.

ak. The **neighborhood center zone** also serves these purposes: locates a range of businesses within convenient walking and cycling distance of residential areas; supports the use of alternative modes of transportation, including walking, riding transit, and bicycling.

al. The City shall implement the following relative to a **Research-Technology district:** ensure that buildings are located near the street with direct pedestrian connections that maximize access to transit stops.

am. The City shall develop standards for General and Intensive **Industrial Districts** intended to reduce **traffic** impacts. These standards shall include direct pedestrian connections from building entrances to sidewalks and transit stops, location of building entrances within one-fourth mile of potential transit routes for uses with more than 50 employees, and consideration of requiring transportation demand management strategies by new uses with more than 50 employees.

an. The ***Comprehensive Plan's*** general findings and policies establish the community's overriding desire to develop **land use regulations** which encourage energy efficiency.

ao. The [**Annexation**] application shall demonstrate compatibility in the following areas: effects on air and water quality.

ap. Procedures and review criteria for **plan compatibility review** are established for the following purposes: promote and encourage energy conservation.
aq. This [**Non-residential Planned Development Overlay**] is intended to: promote efficient use of land and energy and promote and encourage energy conservation.
ar. The **Natural Resources Overlay** and these standards are intended to: conserve energy by providing solar benefits and temperature moderation.
as. The purpose of the **[building] code** is to establish minimum uniform performance standards providing reasonable safeguards for public health, safety, welfare, comfort and security of the residents of this jurisdiction through . . . energy conservation.

Sustainable Transportation System

a. **The transportation system** shall give special consideration to providing energy-efficient transportation alternatives.
b. The City shall attempt to mitigate the environmental effects of the community's energy and fuel use through storm water treatment and carbon sequestration techniques.
c. The City shall actively promote the use of energy-efficient modes of transportation.
d. The City shall encourage citizens to modify their household actions to reduce emissions. This can include items such as alternatives for . . . **transportation,** and lawn equipment.
e. Corvallis boasts a vibrant, healthy economy that draws its strength from [an] active and convenient **regional transportation** system, which makes it easy to walk, cycle, or ride mass transit.
f. **Bikeways** shall be developed to provide access to all areas of the community.
g. **Bikeways** shall provide safe, efficient corridors which encourage bicycle use.
h. On-street [automobile] parking should be managed where it conflicts with **bicycle corridors.**
i. The City shall work with local businesses to accommodate the conversion of adjacent on-street automobile parking to **bicycle parking** where appropriate.
j. When economically feasible, **bicycle facilities** shall be physically separated from pedestrian facilities.
k. Where **bicycle and pedestrian facilities** are combined, adequate width for the combined uses shall be provided.
l. The City shall encourage timely installation of **pedestrian facilities** to ensure continuity and reduce hazards to pedestrians throughout the community.
m. Maintenance policy decisions shall consider and encourage **pedestrian** facility use.
n. Flexibility in pedestrian facility standards may be allowed for retrofitting of local streets in substandard locations when the deviation from standards can be shown to better **pedestrian** accessibility.
o. Public and private incentives exist which encourage employees to use **mass transit.** This, in turn, has reduced the reliance on the automobile, as well as eased traffic congestion and air pollution.

p. The mission of the Corvallis **Transit** System (CTS) is to: preserve the environment by reducing air pollution and reducing energy consumption.
q. The Marys and Willamette **Rivers** should be considered as potential resources in future transportation planning.
r. **Rail** service should be considered as an alternative for future transportation planning.
s. The City shall work with government, passenger rail service providers, and other agencies to obtain passenger **rail** service for Corvallis.
t. The City shall continue to develop regulations and programs to manage both point and non-point pollutants, in order to reduce street-related water quality problems.

Measurement

a. Corvallis is a community where all **pollution** types (including noise, visual, air, water, odor, and chemical pollution) are carefully monitored, and standards are maintained that meet or exceed the highest standards in the Valley.
b. The City has adopted EPA and DEQ standards as minimum acceptable criteria for environmental compliance. The City shall continue to comply with or exceed all applicable environmental standards and shall cooperate with State and Federal regulatory agencies in the identification and abatement of local environmental quality problems.

Triple Bottom Line

The City Council uses a triple-bottom-line framework to enhance sustainability in all aspects of the community's activities. Citizens, through changes in daily activities, ongoing programs, and long-range planning are able to simultaneously have a significant, positive impact on the environment, the economic efficiency, and the social character of the community. The Corvallis community and the City promote actions which are environmentally and socially beneficial, while also being economically intelligent, and endeavor to assure that future generations have the resources needed to sustainably maintain healthy and productive societies. To the extent possible, sustainable initiatives will meet more than one of the triple-bottom-line components. For example, increased use of solar energy to heat residential water conserves scarce environmental resources, makes the community more economically self-sufficient, and improves citizens' health through reduced air pollution.

Environmental Sustainability

The City Council values actions that are beneficial for the natural environment, as well as for the health and safety of the public, and that go beyond regulatory compliance to minimize the Community's environmental impacts. The City Council seeks to enhance environmental sustainability through practices that promote clean air and water and reduce:

- solid and hazardous waste;

- use of toxic substances;
- emissions of greenhouse gases and other pollutants; and
- consumption of energy, water, and natural resources.

Community decisions also take into consideration protection of open space, habitat protection and restoration, and preservation of natural biodiversity.

Economic Sustainability

Economic sustainability in a community requires stability and equilibrium; supply and demand, buying and selling, prices and income, imports and exports, debt and credit, etc. There are significant desires in the community to achieve economic sustainability: prosperity that fits, economic self-sufficiency, diversification, and measured growth of the local economy. In Corvallis citizens are concerned about employment opportunities, housing, and shopping opportunities for the goods and services they need. The City Council is concerned about the economy because it generates the tax base needed to continue supporting city operations on behalf of the citizens. The following policy elaborates on the City Council's view of economic sustainability: Council Policy CP 96-6-03, *"Economic Development Policies."*

Social Sustainability

The City Council values an open and friendly community that is free from bigotry and intimidation. The services provided to citizens do not burden or unfairly impact any one sector of the community. The community seeks to enhance social sustainability through a respectful culture that includes:

- equal access to opportunity, recognition, and reward;
- engagement in community goals;
- lifelong learning and adaptability to change; and
- overall physical, emotional, and financial health, fostered through a positive work/life balance, public safety, recreation, and the arts.

Definitions

a. **Sustainable** – Ability to be maintained or continued indefinitely.
b. **Sustainability** – Using natural, financial, and human resources in a responsible manner that meets existing needs without compromising the ability of future generations to meet their own needs.
c. **"Triple bottom line"** – A framework for measuring and reporting organizational performance against environmental, economic, and social parameters. The term is used to capture the set of values, issues, and processes that organizations must address to minimize harm and create environmental, economic, and social value.
d. **Greenhouse gas** – Emissions, including carbon dioxide, methane, nitrous oxide, ozone, and chlorofluorocarbons (CFCs). Motor vehicles that use gasoline or diesel fuel release large amounts of carbon dioxide into the atmosphere.

e. **Solar access** – Involves line-of-sight path to the sun during hours that provide beneficial use of solar energy.
f. **Comprehensive Neighborhood** – Primarily residential area that offers a range of uses to provide for the daily needs and activities of residents within easy walking distance of residences. Comprehensive Neighborhoods contain a variety of housing opportunities at overall densities that can support appropriately scaled commercial development and viable public transportation. The core of a Comprehensive Neighborhood contains a Major Neighborhood Center that serves community-wide shopping and office needs. The design of a Comprehensive Neighborhood fosters a sense of community with safe, vital public areas, while working to ensure compatibility and effective transitions between diverse uses.
g. **Pedestrian friendly** – Built environment or development pattern that provides direct and convenient access for handicapped persons and persons on foot (pedestrians) within a development and from a development to adjacent public transportation facilities, such as sidewalks, bus routes, and bus shelters. A pedestrian-friendly environment also provides amenities such as window space for visual relief along sidewalks (rather than parking areas), doorways adjacent to public sidewalks for ease of access, awnings and other weather protection, benches, plazas, etc., which help to make walking an efficient and desirable method of transportation.
h. **Density of Use** – The average number of a given thing per unit of area. Generally applied to a residential development in terms of dwelling units per acre.
i. **Efficiency** – The measure of energy, time, and money with limited waste.
j. **Multi-use Path** – A paved path entirely separated from the roadway and used by pedestrians, roller bladers, joggers, and cyclists.
k. **Life-cycle cost analysis** – Examines the full life of a product and its impact on the environment, including the resources used to acquire the raw material and to manufacture, process, transport, and install the material; the accrued life-time maintenance costs; and the final disposal (including recycle or reuse) of the product.
l. **Goal** – A statement of intention expressing community values intended to provide a guide for action by the Community.
m. **Policy** – A decision-making guideline for actions to be taken in achieving goals and the community's vision.

Implementation

Achieving environmental, economic, and social sustainability in the Corvallis community will require directed action by all citizens and leadership by many groups. The City Council intends that the City government will be a partner in this effort.

a. The Council approved budget funding to support Community Sustainability position staffing.
b. The City shall take a leadership role in local energy matters to ensure the conservation of existing non-renewable energy resources by coordinating with the local utilities to establish an energy information center within the one-stop permit center, which would provide the public with information on weatherization programs, loan information, renewable energy resources, and consumer protection information related to new energy-conserving and generating devices.

c. Land division review procedures are established to promote energy efficiency.
d. This [Residential Planned Development Overlay] is intended to promote efficient use of land and energy and promote and encourage energy conservation.
e. The City shall require all new buildings to be constructed in accordance with energy-conserving building standards identified in the *Uniform Building Code* (UBC).
f. The Natural Resources Overlay and these standards are intended to: enhance the tree canopy throughout the Urban Growth Boundary.
g. This ordinance will provide the framework to create a healthy, sustainable urban forest that contributes to the environmental well being of Corvallis residents.
h. All owners of land adjoining any public street in the City shall construct, re-construct, repair, and maintain in good condition the sidewalks within the public right of way.
i. The City shall establish a Capital Improvement Program for the transportation system which . . . provides for the needs of all modes of transportation within the rights-of-way.
j. Transportation corridor plans ensure that multi-modal transportation infrastructure is provided in accordance with the Corvallis Transportation Plan and the Comprehensive Plan.
k. All arterial and collector streets shall have sidewalks constructed at the time of initial street improvement to encourage pedestrian use.
l. Land division review procedures are established to ensure economical, safe, and efficient routes for pedestrians and bicyclists.
m. The planned development review procedures are established to promote efficient use of energy.
n. Sidewalks, park strips, multi-use paths, crosswalks, pedestrian islands, shelters, benches, street lighting, etc. facilitate walking as a means of travel. Some of these "right-of-way matters" are discussed in Chapters 7 and 9 of the *Council Policy Manual.*
o. Where minimizing travel distance has potential for increasing pedestrian use, direct and dedicated pedestrian paths shall be provided by new development.
p. The City Council approved budget funding to support the Bicycle Coordinator position, whose job includes promoting the use of bicycles and bicycle safety.
q. The City Council approved a Capital Improvement Program (CIP) project to create Electric Vehicle Charging Stations. This project provides five electric vehicle charging stations at strategic locations in Corvallis. The CIP states: "Charging stations support the City's sustainability policies by promoting the use of non-polluting vehicles within the community." Depending on demand for these facilities and availability of appropriate installation locations, additional installations in future phases may be appropriate.
r. All new and re-developed institutional, commercial, and multi-family development shall provide bicycle parking facilities that include covered parking.
s. The City shall continue cleaning public parking lots and catch basins.
t. A three-square-mile area within the City Limits has a combined sanitary and storm water collection system that conveys storm water runoff to the wastewater treatment plant. The combined system serves some of the more densely developed and impervious areas of the City, including the downtown area. The storm water collected in this area is treated to remove oils and grease.

u. These [Riparian Corridor and Wetland] provisions are also intended to: provide a pollutant-filtering zone for surface runoff.
v. To reduce the need for and costs associated with in-stream water quality monitoring, the City shall develop a program to monitor whether the storm water policies are being implemented.
w. The city shall develop a program to minimize the conveyance of detrimental sediments and pollutants from public streets into streams and drainageways.

MEMORANDUM

TO: Urban Services Committee

FROM: Steve Rogers, Public Works Director

DATE: March 19, 2010

SUBJECT: Public Restroom Operating Hours Alternatives with Estimated Costs

Issue:
The Council has decided to construct a public restroom using a portion of the building on the transit mall. The costs to operate the restroom are different depending on the operating hours. Staff is requesting direction from the City Council on operating hours and budget for the costs.

Background:
Many alternatives were considered by the council for providing a public restroom as a part of the former Moose Building demolition and parking lot construction project. It was decided that construction of a public restroom should be included in the project and that a portion of the building on the transit mall, formerly used by a concessionaire, be remodeled for this purpose.

When the council gave direction to construct the restroom there was discussion, but no consensus or decision made on the operating hours, and an agreement to deal with this issue at a future meeting.

The staff report to the Committee in October, 2008, estimated the cost of operations for the restroom at $12,200 per year. Staff included a recommendation in that report that the costs be included in the General Fund since the facility would be used by the general public.

Discussion:
Alternatives for operating hours could include three scenarios:
A) Open during the majority of transit operating hours, approximately 6:00 AM - 6:30 PM, Monday - Saturday;
B) Open 5:00 AM - 2:30 AM, Monday - Saturday
C) Open 24 hours/day, 7 days/week

A fourth option would be to match the operating hours of the Riverfront restrooms (6:00 am to 10:00 pm seven days per week). The cost for this option is the same as option "B".

The following table includes some cost estimates for each alternative:

Alternative	A	B	C
Custodial and supplies	$2,600	$4,800	$7,100
Site security (contractor)	$2,000	$2,000	$2,500
Electrical	$1,400	$1,700	$2,400
Vandalism/repairs	$1,000	$1,500	$2,000
Total Estimated Cost	**$7,000**	**$10,000**	**$14,000**

Requested Action:
Urban Services Committee make a recommendation to City Council on the operating hours and source of funds to cover the costs.

Review and concur;

Jon S. Nelson, City Manager

CITY OF CORVALLIS

COUNCIL POLICY MANUAL

POLICY AREA 1 - GENERAL

CP 2010-1.12 Community Sustainability

Adopted April 2010

1.12.010 Purpose

To achieve a more sustainable community. This Policy supports development of community practices, plans, and programs that promote a balance of environmental values with economic and social equity values (known as the "triple bottom line").

1.12.020 Definitions

Three relevant definitions from the Corvallis Comprehensive Plan appear here.

1.12.021 Sustainable – ability to be maintained or continued indefinitely.

1.12.022 Goal – a statement of intention expressing community values intended to provide a guide for action by the community.

1.12.023 Policy – a decision-making guideline for actions to be taken in achieving goals and the community's vision.

1.12.030 Policy

The community has demonstrated its concern for a sustainable community through the *Corvallis 2020 Vision Statement*. In pursuit of that, this Policy envisions that the community will:

1. Participate actively in public involvement processes to ensure a community dialogue on sustain ability;
2. Develop practices to achieve a more-sustainable community through plans and programs that promote a balance of environmental values with economic and social equity values ("triple bottom line");
3. Use planned, proactive community solutions to sustainability problems; and

4. Consider long-term and cumulative consequences when making sustainability decisions.

1.12.040 Community Objectives

The Corvallis community desires to achieve the following overall sustainability objectives:

1.12.041 Encourage and develop connections between environmental quality, economic vitality, and social equity.

1.12.042 Inspire and promote public action to help Corvallis address the needs of all citizens while furthering sustainability goals.

1.12.043 Equitably distribute the costs of improving sustain ability.

1.12.044 Use resources efficiently and reduce demand for natural resources (such as energy, land, and water) as a first alternative to expanding supply.

1.12.045 Prevent additional pollution through planned, proactive measures, rather than only corrective action, and focus on solutions, rather than symptoms.

1.12.046 Act locally to reduce adverse global impacts of rapid population growth and consumption, such as ozone depletion and climate change.

1.12.047 Be a model of sustainable activities for other communities.

1.12.050 Implementation

This Policy anticipates that current and future City Councils will prioritize one or more sustainability-related topic areas for which to develop community policy guidance and implementation direction.

1.12.051 Energy and Transportation

The *Community Energy Strategy: A 2020 Framework,* approved by the City Council on December 21, 2009, provides guidance to the community and future City Councils on achieving a more secure and resilient Corvallis in the areas of energy and transportation.

1.12.052 Implementation direction for other sustainability-related topic areas may be added to this section of the Community Sustainability Policy in the future.

1.12.60 References

"Compilation of Existing City Energy Sustainability Policies" (approved December 21, 2009) is attached as Appendix A.

Community Energy Strategy: A 2020 Framework is a supporting document in Article 12, "Energy," in the *Corvallis Comprehensive Plan.*

1.12.070 Review and Update

This Policy shall be reviewed every two years by the City Council and updated as appropriate.

MEMORANDUM

April 9, 2010

To: Mayor and City Council

From: Steve Rogers, Public Works Director

Subject: Source Water Protection Grant

Issue:
City Council action is required to accept a grant from the Oregon Department of Human Services for the purpose of improving Willamette River water quality upstream of the Taylor Drinking Water Treatment Plant.

Background:
The Oregon Department of Human Services Drinking Water Program (DWP) administers a Source Protection Grant program for water utilities to protect and improve their water sources. The funds originate from the US Environmental Protection Agency (EPA).

Discussion:
The Oregon Department of Environmental Quality completed a Source Water Assessment for the City of Corvallis Willamette River water source in 2003. The assessment includes a review of potential contamination sources in the watershed upstream of the water plant intake facility and a recommendation to develop a source water protection plan. The Public Works Department developed a Source Water Protection Plan in 2008, and then applied for a $20,000 DWP grant to supplement City funds to begin implementation of the Plan. The City has been notified that it has been awarded the grant.

The grant funds will be used to support a drug take back event where citizens may bring in expired or unused pharmaceuticals and personal care products (PPCPs) for proper disposal. In the past, the guideline for disposal of unused and expired PPCPs was to flush them down the toilet. Recent research shows that PPCPs are an emerging water quality contamination concern. In addition to effects on aquatic organisms, there may possibly be human health impacts. Because much of the Willamette River watershed that supplies Corvallis' drinking water is outside the city, staff will work with other partners in Benton, Linn, and Lane counties to develop and implement the project. The project will also benefit downstream water users including the cities of Adair Village and Wilsonville. Total program costs are estimated to be approximately $29,250, with the grant funds covering approximately 70% of the total. If funds remain after the planned one-day collection event, it may be possible to sponsor a second event within the 18-months that grant funds are available.

If the Council accepts the grant, the funds will be included in the Public Works FY 10-11 budget. To accept the grant, City Council action is needed to approve the attached resolution to authorize the City Manager to sign the grant agreements.

Recommendation:
Staff recommends that the City Council adopt the attached resolution accepting the grant and authorizing the City Manager to sign the grant agreement.

Review and concur:

Jon S. Nelson, City Manager

Nancy Brewer, Finance Director

RESOLUTION 2010-

A resolution submitted by Councilor _____.

Minutes of the Meeting of April 19, 2010.

WHEREAS, the City of Corvallis has received a grant in the amount of $20,000 from the US Environmental Protection Agency administered by the Oregon Department of Human Services Drinking Water Program, and;

WHEREAS, the granting agency requires grant agreement forms be returned prior to the end of April;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CORVALLIS RESOLVES that the grant in the amount of $20,000 for the purpose of the project implementation is accepted, and the City Manager is authorized to sign the grant agreement.

_____
Councilor

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

MEMORANDUM

TO: Mayor and City Council

FROM: Steve Rogers, Public Works Director

DATE: April 8, 2010

SUBJECT: Department of Energy Grant for Senior Center Geothermal Heat Pump

ISSUE

City Council's approval is required to authorize the City Manager to accept an Energy Efficiency and Conservation Block Grant (EECBG) agreement from the U.S. Department of Energy (DOE) to install a geothermal heat pump at the Chintimini Senior Center.

BACKGROUND

The EECBG program is part of the American Recovery and Reinvestment Act of 2009 and is being administrated by the DOE. The City Council had previously accepted a grant for $391,600 at their October 5, 2009 meeting for designated EECGB projects. On March 24, 2010, the DOE awarded additional money to replace the existing HVAC system at the Chintimini Senior Center with an energy efficient geothermal heat pump.

DISCUSSION

An additional $120,000 was awarded for the work at the Senior Center by the DOE. Staff proposes to include this project in the FY 10-11 Capital Improvement Program (CIP) budget. There may be an opportunity to begin design work in FY 09-10. If staff initiates the project early, it would be with unused appropriations from within the current CIP.

ACTION REQUESTED

Staff recommends City Council adopt the attached resolution accepting the EECBG grant and authorizing the City Manager to execute the agreement and any future amendments relating to the agreement.

Review and Concur:

~~Jim Brewer~~ Scott Fewel, City Attorney — 4/9/10 Date

Nancy Brewer, Finance Director — 4/12/10 Date

Jon S. Nelson, City Manager — 4/13/10 Date

Attachment

X:\Divisions\Engineering\Capital Planning&Projects\Projects\Sr Center HVAC\Council Memo & Resolution.wpd

RESOLUTION 2010-_____

Minutes of the April 19, 2010, Corvallis City Council meeting, continued.

A resolution submitted by Councilor _____.

WHEREAS, ORS 294.326 (2) allows the City Council to accept grants after the budget has been approved; and

WHEREAS, the City of Corvallis has been offered a grant from the Department of Energy in the amount of $120,000 to design and install a geothermal heat pump at the Chintimini Senior Center; and

WHEREAS; the grant acceptance requires approval by the City Council and delegation of the authority to sign the grant documents to the City Manager;

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

_____

Councilor

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

ASSISTANCE AGREEMENT

1. Award No.	2. Modification No.	3. Effective Date	4. CFDA No.
DE-SC0002467	001	03/24/2010	81.128

5. Awarded To	6. Sponsoring Office	7. Period of Performance
CORVALLIS, CITY OF Attn: STEVE ROGERS 500 SW MADISON AVENUE PO BOX 1083 CORVALLIS OR 973334610	EERE (FORS) U.S. Department of Energy Office of Energy Efficiency & Renewable En Forrestal Building 1000 Independence Avenue, SW Washington DC 20585	09/21/2009 through 09/20/2012

8. Type of Agreement	9. Authority	10. Purchase Request or Funding Document No.
[X] Grant [ ] Cooperative Agreement [ ] Other	Energy Independence and Security Act (EISA) of 2007	10SC003926

11. Remittance Address	12. Total Amount	13. Funds Obligated
CORVALLIS, CITY OF Attn: STEVE ROGERS 500 SW MADISON AVENUE PO BOX 1083 CORVALLIS OR 973334610	Govt. Share: $511,600.00 Cost Share : $4,000.00 Total : $515,600.00	This action: $120,000.00 Total : $511,600.00

14. Principal Investigator	15. Program Manager	16. Administrator
See original award document	Martha J. Kass Phone: 865-576-0717	Oak Ridge U.S. Department of Energy P.O. Box 2001 Oak Ridge TN 37831

17. Submit Payment Requests To	18. Paying Office	19. Submit Reports To
OR for Oak Ridge/OSTI U.S. Department of Energy Oak Ridge Office Oak Ridge Financial Service Center P.O. Box 6017 Oak Ridge TN 37831	OR for Oak Ridge/OSTI U.S. Department of Energy Oak Ridge Financial Service Center P.O. Box 6017 Oak Ridge TN 37831	See Updated Attachment 3 Reporting Requirements

20. Accounting and Appropriation Data

Block Grants

21. Research Title and/or Description of Project

EECBG WITH CITY OF CORVALLIS, OR

For the Recipient		For the United States of America	
22. Signature of Person Authorized to Sign		25. Signature of Grants/Agreements Officer Signature on File	
23. Name and Title	24. Date Signed	26. Name of Officer MARLENA L. CANSLER	27. Date Signed 03/24/2010

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
DE-SC0002467/001

NAME OF OFFEROR OR CONTRACTOR
CORVALLIS, CITY OF

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	DUNS Number: 030796783 TAS::89 0331::TAS RECOVERY ACT Energy Efficiency and Conservation Block Grant Amendment for CORVALLIS, OR. Grant Administrator: Trae Crowder Phone: 865-576-4102 Email: crowdertn@oro.doe.gov The administrative office for this amendment is 00518. The administrative office (administrative contracting activity) code is needed by the contractor/recipient for reporting to FederalReporting.gov concerning awards made with funding from the American Recovery and Reinvestment Act of 2009 (ARRA or Recovery Act). ASAP: YES Extent Competed: NOT AVAIL FOR COMP Davis-Bacon Act: YES The purpose of this amendment is to accomplish the following: 1) Obligate the sum of of $120,000, increasing incremental funding from $391,600.00 to $511,600.00, and fully funding this grant. 2) Release funding in the amount of $120,000, associated with the Activity entitled "Senior Center GHP". 3) Revise Special Terms and Conditions 4) Revise Attachment 3 - Reporting Requirements 5) Revise Attachment 4 - SF424A 6) Change Grant Specialist, Administrative Grant Officer, and Grant Negotiator to Trae Crowder. All other terms and conditions are unchanged. Fund: 05796 Appr Year: 2009 Allottee: 30 Report Entity: 471999 Object Class: 41000 Program: 1005115 Project: 2004350 WFO: 0000000 Local Use: 0000000 TAS Agency: 89 TAS Account: 0331				

Please join other policy & business leaders from throughout Linn & Benton Counties as we work together to re-evaluate -

Our Economic Development Preparedness

Thursday, April 29th

6:45 - 7:00 pm - *Registration & Social*
7:00 - 9:30 pm - *Presentations & Discussion*
Linn Fair Expo Willamette Center - *3700 Knox Butte, Albany*

Forum Agenda

Welcome & Forum Overview

Evaluating Our Industrial Lands Base & Competitive Position

Location Advisory Services, Inc. is a national consulting firm specializing in the siting of major industries. LAS will spend several days touring & interviewing leaders in our region, then provide us with their expert view of –

- *How our industrial lands base compares with market opportunities*
- *What we might do to improve our competitive position*

Gaining Additional Perspectives

A panel of state & local industrial recruitment experts will share their views of our regional economic development opportunities & possible ways to improve our position.

Moving Forward – Next Steps

➢ **Industrial Lands Preparedness – Wetlands Dilemma**

OCWCOG, eight cities, & State partners have identified solutions to wetlands-related industrial siting barriers. This effort now needs city policy makers to –

- *Identify about twenty industrial sites to include in a Regional General Permit*
- *Create a consortia that will establish a wetlands mitigation bank*

➢ **Improving Economic Development Synergy**

City & economic development partners have identified the need for a regional "brand". More than a graphic, this brand would relay how the region will work with businesses.

- *Leadership is needed to frame a regional brand for economic development purposes.*

We hope presentations will prompt ideas for improving economic development synergy.

- *What else would make our economic development efforts more effective?*

Sponsored by
Oregon Cascades West Council of Governments
in partnership with the **State of Oregon** & the Cities of
Adair Village, Albany, Corvallis, Halsey, Harrisburg, Lebanon, Millersburg, & Tangent

with **Oregon Department of Land Conservation & Development** funding

For further information, or if you need special assistance to participate in this public meeting, call 541/967-8551 or email psilbern@ocwcog.org. The location is accessible to the disabled.

OSU Federal

Your Community Credit Union®

RECEIVED
APR 19 2010
CITY MANAGER'S OFFICE

April 16, 2010

Mayor Charles Tomlinson
City of Corvallis
501 SW Madison Avenue
Corvallis, OR 97333

Dear Mayor Tomlinson:

It was encouraging to read in the Gazette-Times recently that you are considering expanding the Enterprise Zone to take in all the industrial-zoned properties within the city limits.

Especially now, in a time of economic adversity, taking bold action for the long-term good of the community demonstrates sound leadership.

The current, limited Enterprise Zone has already created interest. There has been some new construction, adding jobs and putting new money into the local economy, which fuels more job growth. Expanding and adding to the variety of properties included can only serve to enhance the positive effects on our local job market.

Our credit union knows the immense power of investing in the future of the community, and growing stronger as a result. With sustainable job growth comes additional families and further economic vitality to our area. That same cycle of continuous gain can be magnified a hundredfold with an expanded Enterprise Zone.

I strongly support your moving forward with the Enterprise Zone expansion. Thank you for your continued efforts in this direction.

Sincerely,

Richard S. Hein
President/CEO

PO Box 306, Corvallis, Oregon 97339-0306
800-732-0173 • www.osufederal.com

Join in the fun with family and friends!

CORVALLIS
sustainability
COALITION

Natural Areas Celebration Week

May 1-9, 2010

Enjoy our local natural heritage

Take a guided nature hike • Explore local history
See the area's best preservation efforts
Learn about local wildlife and plants • Events for all ages

For a detailed schedule, go to
www.sustainablecorvallis.org/naturalareasactionteam

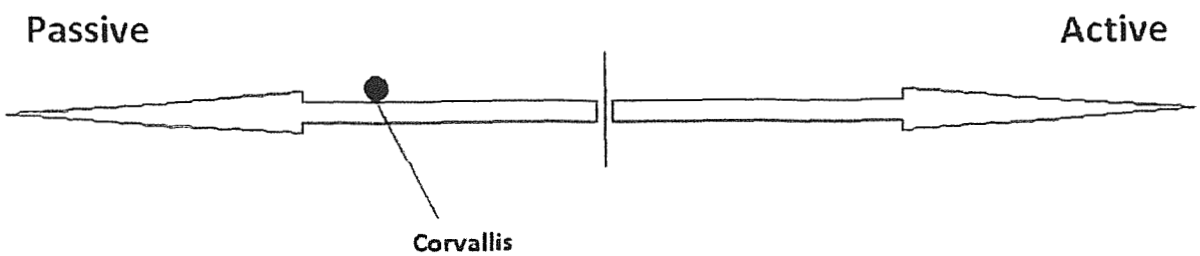
Celebrate and enjoy our local natural heritage by participating in special events at these locations!

Sat, May 1	Beazell Memorial Forest (9 am - 12 noon)
	Lupine Meadows (9 am - 12 noon)
	Witham Hill Natural Area (2 - 4 pm)
Sun, May 2	EE Wilson SWA (9 am - 12 noon)
	Spring Garden Festival (11 am - 4 pm)
	Central Park Tree Tour (1 - 3 pm)
	"Mid-Valley Safari" at Library (3 - 5 pm)
Mon, May 3	Herbert Farm (3 - 5 pm)
	Owens Farm (6 - 8 pm)
Tues, May 4	Franklin School Neighborhood (2 - 3 pm)
	Fitton Green (4 - 5:30 pm)
	Sunset Park (6 - 8 pm)
Wed, May 5	Willamette Park (9 - 11 am)
	Bald Hill (6 - 8 pm)
Thurs, May 6	Fort Hoskins (11 am - 12:30 pm)
	Beazell Memorial Forest (1 - 4 pm)
	McDonald Dunn Forest (6 - 8 pm)
Fri, May 7	Tyee Winery (6 - 10 pm) Call for reservations
Sat, May 8	WL Finley NWR (9:30 am - 4 pm)
Sun, May 9	Jackson Frazier Wetland (12 noon - 3 pm)

For further details:

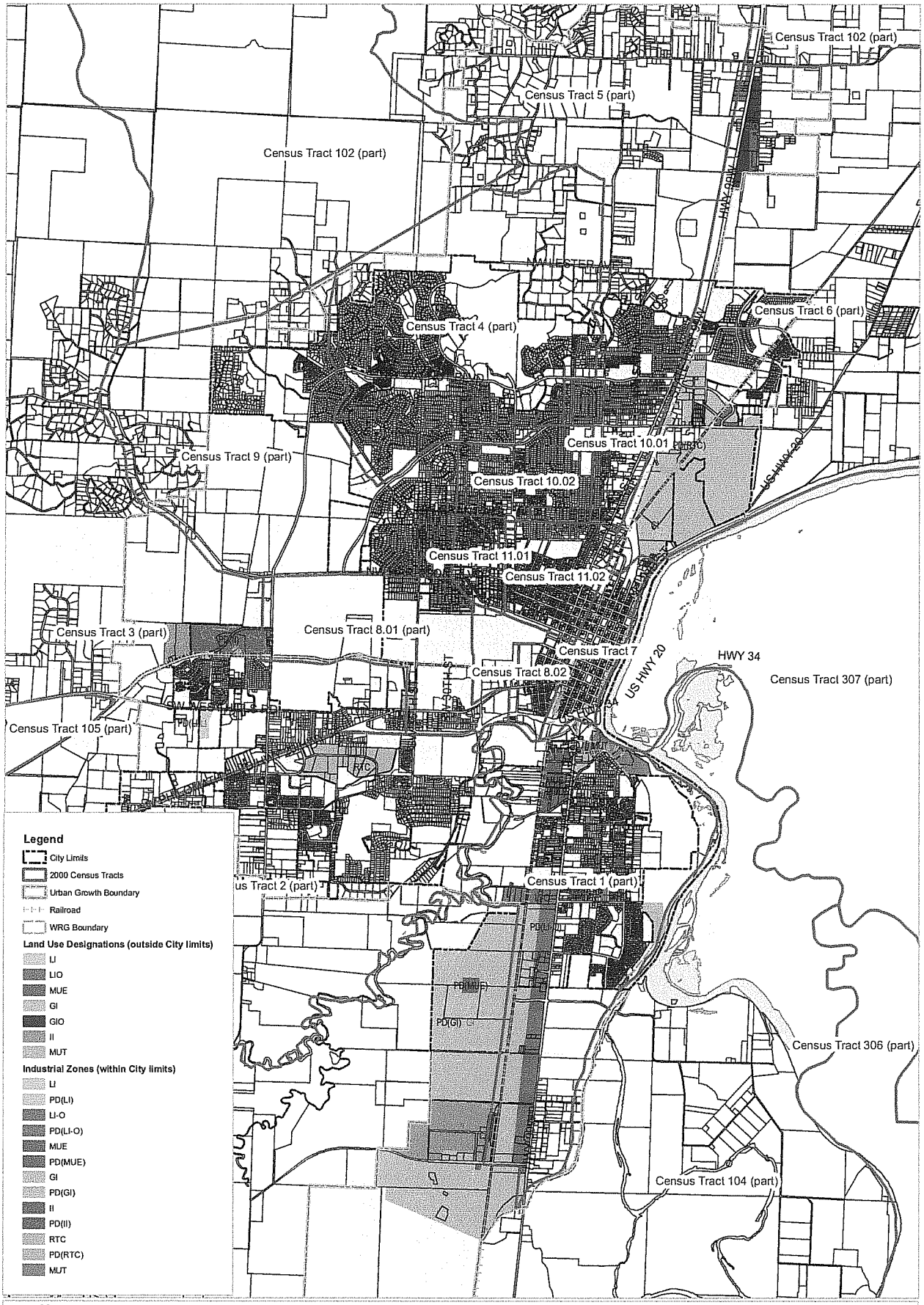
www.sustainablecorvallis.org/naturalareasactionteam
541-752-3574

FIGURE 1



Corvallis Industrial Zones Study

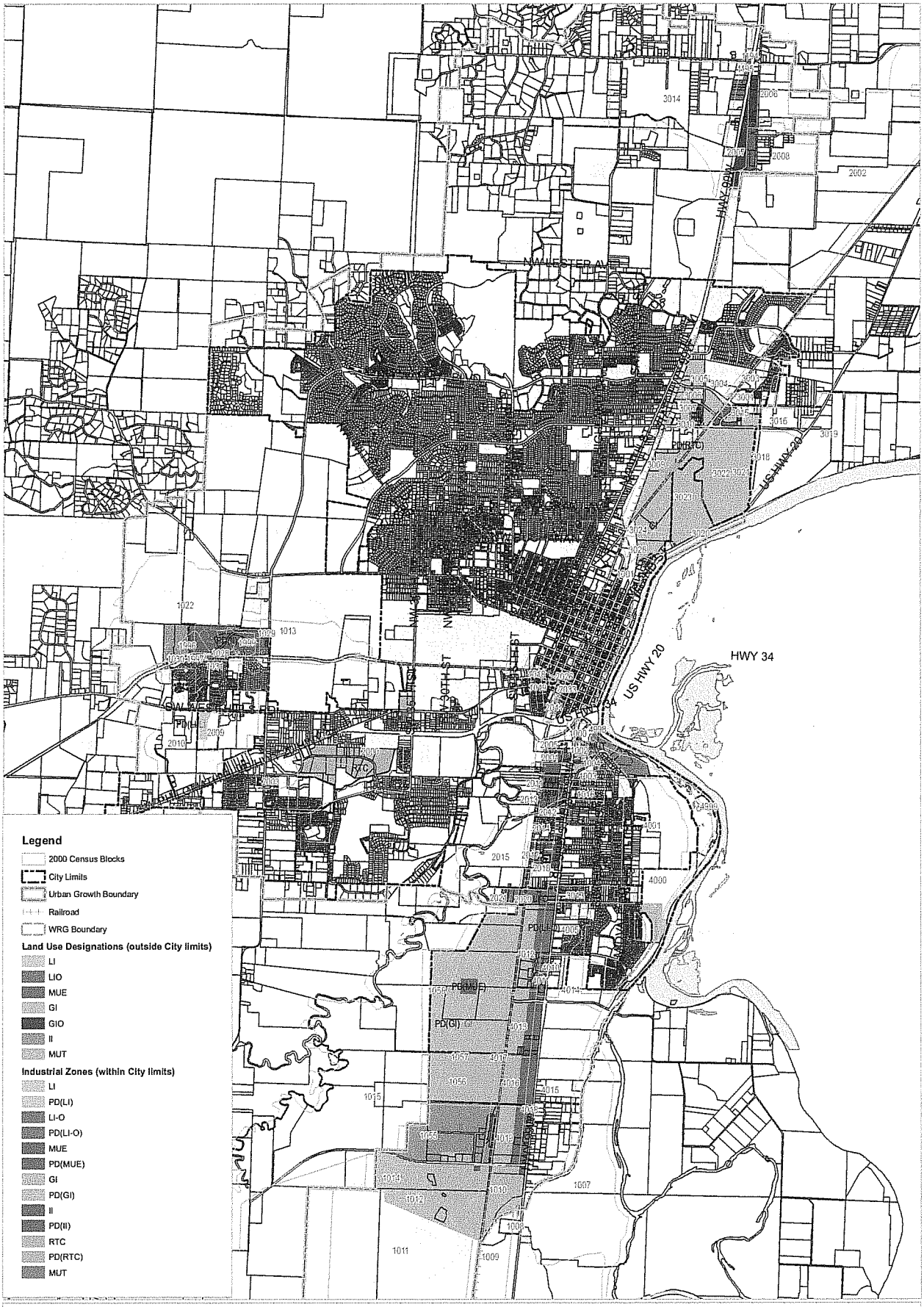
TOTAL ACREAGE (approximately): 2143 acres



Map Author: City of Corvallis - Community Development Department
Revised: April 1, 2010

Corvallis Industrial Zones Study

TOTAL ACREAGE (approximately): 2143 acres



Map Author: City of Corvallis - Community Development Department
Revised: April 1, 2010

CORVALLIS-BENTON CHAMBER COALITION

Mysty Rusk
President
John Sechrest
Economic Development Director
Aaron Edewards
Recruiter

Economic Development Review

www.cbchambercoalition.com

February 2010

A partnership between Benton County, the City of Corvallis and the business community focused on enabling traded sector companies to start, move and grow in the region.

Highlights:

- Natural Point EZ Application approved
- SWOT: 3
- Recruiting Site Visit
- New Industrial Land Web Site
- Business Consulting

5-Year Goal:

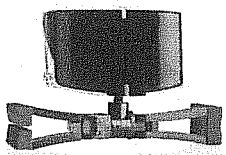
100 businesses with 10 employees each
10 businesses with 100 employees each

Natural Point EZ Application Approved

The tech manufacturing firm has three markets and three uses for their technology, an infrared tracking sensor. The gaming world is already taking note of the advances and has incorporated Track IR into several leading titles.

Natural Point is moving to Benton County, consolidating 11 small locations into one new building within the Sustainable Enterprise Zone. Their application has been approved by the City and the County and funding has been secured. They are moving forward with construction of the new building in the Willamette Business Park. The company cites the creation of the Sustainable Enterprise Zone as a chief reason for moving to Benton County.

NaturalPoint®



TRACKIR

Update:

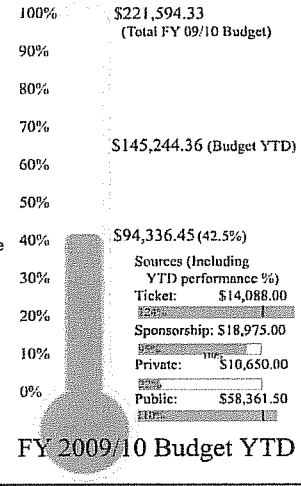
SWOT: Three Companies made presentations in February for SWOT panel reviews. Management teams from each company presented their business plans to a panel of professionals, investors and executives in preparation for major acceleration opportunities. Businesses included Farmland LP, Shop Dragon and Vizme. All are in the process of preparing for competition in the Willamette Angel Conference taking place in Eugene on May 8. Among its other attributes, the SWOT process has been helping businesses prepare for funding opportunities and helping new business focus their attention on stategic growth, preparations for a funding event and securing leadership and advisors.

Food Biz Bootcamp February 26 & 27 was the second weekend of (22 hours of speakers in two days) of this sold out class. Speakers included Bill Chambers from Stahlbush Island Farms, The Oregon Department of Agriculture inspector, County Health Inspector and Paul Fuller from Sweet Creek. The class projects included producing Marinara Sauce, Granola and Havarti Cheese. The Food Biz Bootcamp is the result of collaboration of a number of partners including the Ten Rivers Food Web, the Corvallis Sustainability Coalition, local farmers and the Oregon State University Food Sciences department EVP 12.2 committee, LBCC's Small Business Development Center, Willamette Neighborhood Housing Services and Oregon Natural Step Network

Recruiting: The Hewlett Packard Campus was put forward for a Business Oregon-generated recruiting lead, along with the Nypro building in the Sunset Research park, as a potential location for Project Domus, a company looking to create 600 family wage jobs with all hiring done locally. They are an insurance customer service center and were specifically asking for more information on Corvallis workforce availability. Their site selection team visited in February with Business Oregon, the Corvallis Benton Chamber Coalition and a meeting with a workforce analyst from the oregon department of employment.

Recruitment opportunity: Industrial lands and vacant lab space is very valuable in the industrial recruitment world. Led by the Oregon Bioscience Association, several municipalities including Corvallis are collaborating on a new website to specifically put these specialty listings in one place so businesses with specific needs can see available properties with confirmed ammenities. The Chamber Coalition has been partnering on the project to establish the site's listings and helping create the database of these properties. The Web Site is scheduled to go live in April 2010 and should be an invaluable tool for attracting scientific and technology sector businesses to the area.

Consulting: The Chamber Coalition provides free, confidential consultation to businesses ranging from startups to established community stalwarts looking to stay competitive and ahead of the curve. The Chamber Coalition's Economic Development Director had 21 significant case companies and indivuduals over the course of the month of February. Each session resulted in significant shift for the client towards reaching business goals that may create high level wealth generation for the Community.



This Work Made Possible By The Following Partners:

Corvallis · Benton County · Samaritan Health Services · Town & Country Realty · Devco engineering inc. · TG · OSU Federal Your Community Credit Union · EVANITE FIBER CORPORATION · CH2MHILL · Citizens Bank Good Business. Good Friends. · Allied Waste Services · Linn-Benton Community College · ATCO America Galvanized Cooling units built to last · Blackledge Furniture · Stacker Forests Inc. · ONAMI Oregon Nanoscience and Microtechnologies Institute

Sponsors:

Bald Hill Farms, Truax Corporation, Inkwell Homestore, Consumers Power, Dickerhoof Properties

Economic Development Review

ED Monthly Statistics for the month of February

Cumulative Statistics Summary from February 1, 2010 to February 28, 2010

Clients by Municipality	#	%
01 Corvallis	13	65%
02 Philomath	1	5%
03 Monroe		
04 Alsea		
05 Adair Village	1	5%
06 Rural Area	1	5%
07 Outside Benton County	4	20%
Total by Municipality	**20**	**100%**

New Businesses vs Existing:	#	%
New Business	13	65%
Existing Business	7	35%
Total New vs Existing	**20**	**100%**

Start Up/Existing	#	%
Start Up	9	45%
Existing	11	55%
Total Clients	**20**	**100%**

Finance Report	Budget	Actual
Income	$ 20,313	$ 9,962
Total COGS	$ 5,892	$ 2,284
Total Expense	13,812.07	13,552.96
Net Income	$ 612	$ (6,150)

Basic Industries:	#	%
Accom/Housing		
Admin/Waste Mgmt		
Ag/Forestry	1	5%
Arts/Rec		
Construction		
Education		
Health/Social		
Individual	5	25%
Information		
Food Service	2	10%
Manufacturing	3	15%
Services - Professional	2	10%
Retail	1	5%
Tech & Scientific	5	25%
Transportation		
Utilities	1	5%
Wholesale		
Total	**20**	**100%**

Client Contacts	#
Average Contacts Per Client	2.4
Total Contacts	**48**

Active/Inactive Clients:*	#	%
Active	20	100%
Inactive		
Total Active/Inactive	**20**	**100%**

Types of Assistance:	#	%
Outreach	3	15%
Facilitation	16	80%
Funding	2	10%
Acceleration		
Cluster		
Advocacy	3	15%
Infrastructure	1	5%
Other		
Total	**25**	**100%**

Business Creation	
New Businesses Started	8
Businesses Expanded	2
Businesses Retained	1
Total Businesses	**11**

Enterprise Type	#	%
Traded Sector	18	90%
Retail	2	10%
Total Enterprise Type	**20**	**100%**

Client Outcomes	
New Business	8
Expansion	2
Diversification	3
Retention	1
Acquisition	
On Hold	2
Abandoned	
Closed	
MinorTune-up	4
Total	**20**

Job Creation	
Jobs Created	1.0
Existing Jobs	58.0
Total Jobs Affected	**59.0**

ED Contacts

Coming Soon!

New Capital

$ 2,000,000.00

(Notes: A "Client" represents one business or prospective business, regardless of the number of owners. A person or business is considered a Client as of the first substantive business meeting with the Chamber staff. Clients with multiple business concepts are counted separately for each. When assistance is given in an acquisition situation, jobs are counted as retained rather than created. Clients are reported inactive when the date of last contact exceeds 90 days prior to the current date. Retention is defined as a company that stays in business and in Benton County.

Coming Soon:

Date:	Event:	Details:	Cost:
Feb 26,27, March 26, 27	Food Biz BootCamp	Working together to increase the value of agricultural production.	sold out
Saturday, April 17, 2010	Beaver Bar Camp	BarCamp is an ad-hoc gathering born from the desire for people to share and learn in an open environment.	Free
Thursday, May 13, 2010	Willamette Angel Conference	Regional angel conference, held in Eugene this year. Investors and entrepreneurs welcome!	Varies

Housing First Project
Corvallis Homeless Shelter Coalition
316 Washington Ave. Corvallis, OR 97333 (541)752-3605

Plans for Partner's Place: A Housing First Facility

For several months now, the Corvallis Homeless Shelter Coalition has been working toward establishing a housing first facility at 17th and Harrison. The previous building at this site burned down in August 2009. The project would provide permanent housing for chronically homeless persons with support services for 14 to 18 men, women, or couples. We are making progress so we wanted to let you know what is happening and how you can help.

Research: Studies of Housing First projects document that it is much less expensive to provide apartments to chronically homeless persons than it is to leave them on the streets. Providing housing reduces emergency room visits, hospital costs, jail stays and criminal justice system expenses. When chronically homeless persons are moved into permanent housing, their health improves, their involvement with law enforcement goes down and alcohol consumption decreases. In addition, to the benefit to the residents, housing first projects save the community money.

Operations Committee: This group is studying housing first programs across the country. We want to learn from the experience of others in order to be successful with this high risk group who suffer from medical problems, mental health issues, addiction disorders, and are very poor. Jim Gouveia is the chair, 541-231-2433 jimgouviq80@msn.com

Financing: The Corvallis Housing and Community Development Commission has recommended that $250,000 in HOME funds be allocated to the project. We expect the City Council to approve this grant in April. We have applied to the Oregon Housing and Community Services Department for $510,000. We expect a decision in June. Our grant writer, Gina Vee is also applying to The Collins Foundation and to Spirit Mountain Community Fund for smaller amounts.

Purchase Agreement: We signed an earnest money agreement on March 15, 2010 with the owner, Ed Epley, to buy the building in January of 2011 for $780,000. We owe tremendous thanks to Dolf de Vos of IPMG for all his help with the earnest money paperwork. Architect Cy Statsvold has prepared a conceptual design and is working on construction plans. If the financing comes through and the city has approved our building permit, construction can begin in July.

Tenant Selection: The mental health outreach worker, Barbara Thayer, an employee of the Corvallis Daytime Drop-In Center Board, is working with a group of potential tenants to help them qualify for SSI benefits and to get appropriate treatment and medication for physical and mental conditions. Criteria for acceptance to live in the project will be; (1) chronic homelessness, defined as having been homeless for more than a year or having repeated periods of homelessness;(2) a desire to live in the facility and a willingness to abide by the lease conditions and; (3) the capacity to control their behavior adequately to live peacefully with their neighbors.

Property Management: The Housing Authority has agreed to handle property management, subject to approval of a memorandum of understanding by their board. There will be an onsite property manager who will collect rent, show the apartments to potential tenants, maintain common areas and landscaping and assure lease compliance. They will coordinate activities with the case manager. Residents will pay one-third of their income in rent. The balance of the rent will be subsidized.

Tenant Services: Social services will be coordinated by a half-time case manager who will not live at the property but will share an onsite office with the property manager. Conditions of the lease are mandatory, but all other services are optional. Tenants will work with the case manager to develop their personal plan based on their identified goals. These goals could range from getting mental illness symptoms under control to enrolling in job training, or finding full time employment. Use of alcohol is allowed as long as the peace and safety of other residents is not threatened.

Fundraising: We must raise about $85,000 from local donors as part of the matching funds that are required by the HOME grant. We are planning a community fundraiser with stories of several of our local homeless persons on May 25th at the Majestic Theater. The event is free, but RSVP's are required. You can reserve a seat by contacting Gina Umble at 541 754-7380 or gkumble@gmail.com.

Volunteers: We have lots of small and large tasks that you could do that range from stuffing envelopes to heading up big committees. Right now we need volunteers who have space to store furniture as we are given items that will help us to furnish the apartments when the time comes. We need ushers for the fundraiser, and some volunteers to help with the silent auction. We need other volunteers who will make telephone calls and write thank you notes. If you want to help, contact Gina Umble at 541 754-7380 or gkumble@gmail.com.

Donations: If you are able to donate right away, send your check in the enclosed envelope. If you want to give later you can let us know your plans by sending in the pledge card. If it is easier for you, you may chose to contribute monthly and have it automatically withdrawn from your bank account. Whatever works for you, we are very grateful for your support. If you have questions about financial contributions, call Barbara Ross at 541 752-3606 or e-mail to bross@exchangenet.net.

Corvallis Homeless Shelter Coalition Board: Aleita Hass-Holcombe, President, Ilene Anderton, Treasurer, Tom Eversole, Jim Gouveia, Kathy Frieze, Ronda Mueller-Warrent, Jim Spain, Beth Schaefers, Sue Schultz, Barbara Ross, Joan Collison.