



**CORVALLIS
CITY COUNCIL AGENDA**

**February 3, 2014
6:30 pm**

[Executive Session immediately follows]

**Downtown Fire Station
400 NW Harrison Boulevard**

*[Note: The order of business may be revised at the Mayor's discretion.
Due to time constraints, items on the agenda not considered
will be continued to the next regularly scheduled Council meeting.]*

COUNCIL ACTION

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. PROCLAMATION / PRESENTATION / RECOGNITION

A. Sustainability Coalition 2013 Annual Report

V. VISITORS' PROPOSITIONS – This is an opportunity for visitors to address the City Council on subjects not related to a public hearing before the Council. Each speaker is limited to three minutes unless otherwise granted by the Mayor. Visitors' Propositions will continue following any scheduled public hearings, if necessary.

VI. CONSENT AGENDA – The following items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member (or a 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 – January 21, 2014
2. For Information and Filing (Draft minutes may return if changes are made by the Board or Commission)
 - a. Airport Commission – January 7, 2014
 - b. Citizens Advisory Commission on Civic Beautification and Urban Forestry – January 9, 2014
 - c. Commission for Martin Luther King, Jr. – November 26 and December 17, 2013 and January 14, 2014
 - d. Parks, Recreation, and Natural Areas Board – December 5, 2013

- e. Planning Commission – December 18, 2013
 - f. Public Participation Task Force – January 23, 2014
 - g. Watershed Management Advisory Commission – November 20, 2013
- B. Announcement of appointment to Downtown Commission (Signs)
 - C. Confirmation of appointment to Board of Appeals (Hazleton)
 - D. Confirmation of reappointment to Commission for Martin Luther King, Jr. (Rosa)
 - E. Schedule a public hearing for February 18, 2014 to consider the Planning Commission’s recommendation to the City Council regarding conditions of approval for Planned Development and Subdivision requests (PLD13-00003 and SUB13-00001 – Campus Crest/The Grove)
 - F. Approval of an application for a Full On-Premises Sales liquor license for John Cloud Davidson, owner of Wolfgang, LLC, dba The Red Fox Café, 2305 NW Monroe Avenue (New Outlet)
 - G. Confirmation of an Executive Session for February 3, 2014 following the regular meeting under ORS 192.660(2) (d) (status of labor negotiations)

VII. ITEMS REMOVED FROM CONSENT AGENDA

VIII. UNFINISHED BUSINESS

- A. City Legislative Committee – January 27, 2014 [information]
- B. Deliberations relating to a Land Development Code Text Amendment relating to street standards on the Oregon State University campus (LDT13-00001) [direction]

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

- A. Human Services Committee – None
- B. Urban Services Committee – None
- C. Administrative Services Committee – January 22, 2014
 - 1. Enterprise Zone – Specific Sustainability Criteria for Fourth- and Fifth-Year Property Tax Abatement [information]
 - 2. Review of Updated Quarterly Operating Report [information]

X. MAYOR, COUNCIL, AND STAFF REPORTS

- A. Mayor's Reports [information]
 - 1. Forum to discuss Homelessness Plan progress
- B. Council Reports

- C. Staff Reports [information]
 - 1. City Council Goals Update

XI. NEW BUSINESS

XII. PUBLIC HEARINGS – None.

XIII. 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**

FEBRUARY 3 - 15, 2014

MONDAY, FEBRUARY 3

- ▶ City Council - 6:30 pm - Downtown Fire Station, 400 NW Harrison Boulevard (Executive Session immediately follows)

TUESDAY, FEBRUARY 4

- ▶ Airport Commission - 7:00 am - Madison Avenue Meeting Room, 500 SW Madison Avenue
- ▶ Human Services Committee - 2:00 pm - Madison Avenue Meeting Room, 500 SW Madison Avenue
- ▶ Urban Services Committee - 5:00 pm - Madison Avenue Meeting Room, 500 SW Madison Avenue

WEDNESDAY, FEBRUARY 5

- ▶ Administrative Services Committee - 3:30 pm - Madison Avenue Meeting Room, 500 SW Madison Avenue
- ▶ Planning Commission - 7:00 pm - Downtown Fire Station, 400 NW Harrison Boulevard
- ▶ Corvallis-Benton County Public Library Board - 7:00 pm - Library Board Room, 645 NW Monroe Avenue

THURSDAY, FEBRUARY 6

- ▶ Public Participation Task Force - 11:00 am - Madison Avenue Meeting Room, 500 SW Madison Avenue

FRIDAY, FEBRUARY 7

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

SATURDAY, FEBRUARY 8

- ▶ No Government Comment Corner

MONDAY, FEBRUARY 10

- ▶ City Legislative Committee - 10:00 am - City Hall Meeting Room A, 500 SW Madison Avenue
- ▶ Economic Development Commission - 3:00 pm - Madison Avenue Meeting Room, 500 SW Madison Avenue

TUESDAY, FEBRUARY 11

- ▶ Citizens Advisory Commission on Transit - 8:20 am - Madison Avenue Meeting Room, 500 SW Madison Avenue
- ▶ Historic Resources Commission - 6:00 pm - Downtown Fire Station, 400 NW Harrison Boulevard

WEDNESDAY, FEBRUARY 12

- ▶ Downtown Commission - 5:30 pm - Madison Avenue Meeting Room, 500 SW Madison Avenue

THURSDAY, FEBRUARY 13

- ▶ Citizens Advisory Commission on Civic Beautification and Urban Forestry - 8:30 am - Parks and Recreation Conference Room, 1310 SW Avery Park Drive

SATURDAY, FEBRUARY 15

- ▶ No Government Comment Corner



Working Together to Create a Sustainable Community

P.O. Box 2310
Corvallis, OR 97339
www.sustainablecorvallis.org

DATE: January 23, 2014

TO: Corvallis City Council

CC: Julie Manning, Mayor
Jim Patterson, City Manager

FROM: Annette Mills, Facilitator
Corvallis Sustainability Coalition

SUBJECT: 2013 Annual Report of the Corvallis Sustainability Coalition

On behalf of the Corvallis Sustainability Coalition Steering Committee, I am pleased to present our *2013 Annual Report*. This report provides an overview of the accomplishments of the Coalition during the past year.

Representatives of the Coalition's Steering Committee will be present at the February 3rd Council meeting to make a brief presentation and to respond to questions. If you have any questions or would like further details prior to that meeting, please contact me at 541-230-1237 or info@sustainablecorvallis.org.

Thank you for your continuing support and interest in the work of the Corvallis Sustainability Coalition.

Attachment: *2013 Annual Report of the Corvallis Sustainability Coalition*

CREATING A SUSTAINABLE COMMUNITY

Leading local grassroots sustainability efforts for the past seven years, the Corvallis Sustainability Coalition includes 275 organizational partners and hundreds of individual volunteers working toward a sustainable future for our children and grandchildren. In 2013, the Coalition continued to revise the 2008 Community Sustainability Action Plan and published the results in *Community Sustainability: A Framework for Action*. We launched two new action teams (Education and Health & Human Services), and continued to support our 10 additional teams that are using the *Framework* to guide their work. Action team highlights of the past year include the following:

Community Inclusion Action Team used an interactive dot survey tool to assess community members' experiences regarding just treatment.

Economic Vitality Action Team conducted a Local Investing survey to determine interest among local businesses and potential investors; engaged the Economic Development Commission in a conversation on Local Investing; partnered with OSU Public Policy graduate students to explore how to encourage local businesses to adopt sustainable practices; and continued to co-sponsor the Buy Local First Campaign (Business of the Week, Buy Local First Day and Holiday Contest).

Energy Action Team conducted a Community Solar Survey; explored financing options for Community Solar; and, in partnership with Energize Corvallis, saved nearly 1 million pounds of carbon and logged over 3,500 volunteer hours through the Communities Take Charge program.

Food Action Team sponsored the 4th annual Local Eats Week and conducted follow-up interviews with owners of restaurants participating in "Local 6 Connection"; sponsored two Edible Front Yard Garden Tours, attended by more than 100 people; and printed and distributed hundreds of copies of the Spring and Summer editions of the *Corvallis Garden Resource Guide*.

Housing Action Team explored feasibility of a Community Land Trust with representatives from the City of Corvallis, Willamette Neighborhood Housing, CSC, Habitat for Humanity, and others.

Land Use Action Team completed a city-wide Neighborhood Inventory of amenities, walkability, and bikeability; converted all data to GIS maps; and posted them on the Coalition website.

Natural Areas Action Team launched Backyard Wildlife Connections, with a goal to have Benton County become the first in Oregon to be certified as a Community Wildlife Habitat by the National Wildlife Federation; and sponsored the 4th annual Natural Areas Celebration Week.

Transportation Action Team organized the 4th annual Car Free Day in Corvallis, including 7 group bike rides and a festival at Riverfront Park; organized a free bike valet at Fall Festival and group bike rides to various community events; and sponsored the first Walk Your Walk Day to encourage residents to make their sidewalks pedestrian-friendly.

Waste Prevention Action Team organized 60+ volunteer recycling block captains to distribute handouts on Household Hazardous Waste Collection, Plastics Recycling, and How to Reduce Plastic Waste to more than 3,000 homes; developed a system of "area coordinators" to expand the program; and distributed thousands of copies of the *Corvallis Area Reuse Directory*.

Water Action Team installed interpretive signage for the 3 Waters demonstration project at First Alternative Co-op; depaved two parking spaces and installed a raingarden that collects rainwater from 5400 square feet of Co-op rooftop, resulting in collection and treatment of more than 190,000 gallons of rainwater annually; organized a group of contractors and landscape designers to design and install rain tanks, raingardens, and other stormwater mitigation features for Benton County property owners; initiated a program with OSU faculty to organize student research projects to study and improve OSU's stormwater system; and coordinated with OSU Student Sustainability Initiative to plan a campus rainwater collection system.



Abundant Solar
Akro Construction Corporation
American Toy LLC
Ameriworld Energy Management
Animal Crackers Pet Supply
AnOvation Group LLC
Anne's Agency
APECC
Apicurious
The Arts Center
ASOSU Environmental Affairs Task Force
Associated Students of OSU
ATCO America
Audubon Society of Corvallis
Avery Addition Neighborhood Association
Baby Go Lucky Diaper Service
Bald Hill Farm
BE Solar
Beaver Biodiesel LLC
Beit Am Jewish Community
Bella Vino Gift Baskets
Benton County
Benton County Community Rights Coalition
Benton County Democrats
Benton County Env. Issues Advisory Comm.
Benton County Fair
Benton County Master Gardeners
Benton Furniture Share
Benton Habitat for Humanity
Benton Soil & Water Conservation District
Beth Young Garden Design
Blackledge Furniture
Block 15
Blue Dawg Promotions
Bombs Away Café
Bonnie Arent Lorenz, Acupuncture
Boys & Girls Club of Corvallis
Breaking Bread
Broadleaf Architecture
Business Enterprise Center
Carol Trueba, Broker - Keller Williams Realty
Cascade Pacific RC & D
Cascades West Rideshare
CASSE
Cattail Creek Lamb
CEI—Collaborative Employment Innovations
Central Willamette Community Credit Union
Charles R. Gerke AIA Architect
Ching Hai Intl. Assn. in Oregon
Chinimmi Wildlife Center
Cirello's Pizza & Pasta
Citizens Bank
Citizens Climate Lobby—Corvallis Chapter
City of Corvallis
City Delivery Service
Clean Air Lawn Care
Cleland Marketing
Coast Range Association
Coffee Culture
CoHo Ecovillage
Comms. of Correspondence for Dem. & Soc.
Community Alliance for Diversity
Community Services Consortium
Confluence Design & Construction
CORE Communications
Corvallis Chiropractic
The Corvallis Clinic P.C.
Corvallis-Albany Farmers' Markets
Corvallis Area Metro. Planning Org. (CAMPO)
Corvallis Bicycle Collective
Corvallis Chamber of Commerce
Corvallis City Club
Corvallis Custom Kitchen & Baths
Corvallis Daytime Drop-in Center
Corvallis Environmental Center
Corvallis Fall Festival
Corvallis Furniture LLC
Corvallis Homeless Shelter Coalition
Corvallis Independent Business Alliance
Corvallis Matters
Corvallis Oddfellows
Corvallis Oregon Tith
Corvallis Pedicab
Corvallis Public Schools Foundation
Corvallis Rowing Club
Corvallis School District 509J
Corvallis Spring Roll
Corvallis UCC (Just Peace Committee)
Corvallis Waldorf School
Cottage Gardening Service
Country Vitamins
Coyle LLC
CrawfordDesign, Inc.
Crescent Valley High School
CSC Youth House Gardens
Cycle Solutions
daVinci Days
Debonair Enterprises
Delta Engineering Services
Design.christianum
Devco Engineering
DH Renewables
Downtown American Dream Pizza & Crowbar
The Drawing Board
Earth Charter Campaign
Earth & Sea Salts
EcNow Tech
Ecotecture® Publications
Ecumenical Ministries of Oregon
Element Graphics, Inc.
Emerald Forest Architecture
Energy Trust of Oregon
Energy Wise Lighting
Enviofuel
Farmland LP

SUPPORTING OUR PARTNERS

The Corvallis Sustainability Coalition includes **275 partner organizations**: non-profits, businesses, faith communities, educational institutions, and local governments. One of our primary purposes is to provide opportunities for increased communication and collaboration among our partners. In 2013, we offered support to our organizational partners through the following activities:

Sustainability Fair – Nearly 50 partner organizations were the featured exhibitors at a fair held immediately before the annual Town Hall meeting. The 600 community members in attendance had an opportunity to learn more about what our partners are doing to create a sustainable community.

Sustainability Town Hall 2013 - Held at the CH2M Hill Alumni Center in March 2013, the Town Hall drew a crowd of more than 400 community members. Highlights included a slide program featuring partner accomplishments of the previous year; a keynote presentation by Rob Dietz, author of *Enough Is Enough*; and voting for the next step in the Buy Local First Campaign (Local Investing). The Town Hall was a model sustainable event, providing partners with ideas and best practices related to Energy, Food, Transportation, Waste Prevention, and Water.

Annual Meeting/Quarterly Gatherings – We hosted the Annual Meeting in January and Quarterly Gatherings of Coalition partners in May, July, and October, with 75 to 125 in attendance at each. Gatherings featured presentations by selected partners who shared what their businesses/organizations are doing to become more sustainable.

On-line Communications – In 2013, the Coalition's partners were connected through a broad array of on-line communications, including the Sustainable Corvallis website, Sustainable Corvallis Google groups, Facebook, Twitter, monthly sustainability events calendars, and bi-monthly *E-Updates*.

Partner events - The Sustainability Coalition participated in various partner-sponsored events, tabling at programs such as the OSU Sustainable Energy Initiative Fair, Chef's Show-off, OSU Earth Day, Earth Ball, Spring Garden Festival, Buy Local First Brunch, and Student Sustainability Fair. In addition, the Coalition participated in "Green Town" at the da Vinci Days festival, and Coalition volunteers helped staff composting/recycling stations located throughout the festival grounds.

FireWorks Restaurant
First Alternative Natural Foods Co-op
First Presbyterian Church
First United Methodist Church
Fitzpatrick Ecological Consulting
FixMyGadget
Footwise
Freshwater Illustrated
Friends of Corvallis-Benton Co. Public Library
Friends of Corvallis Parks & Recreation
Friends of Witham Oaks
Full Circle Creamery
Fully Integ. Relaxation & Sport Therapeutics
Gaia Landscapes
Garland Nursery
Gathering Together Farm
Get Organized!
Get Smart! Resource Efficiency Program
Gluten Free RN
The Golden Crane
Good Samaritan Episcopal Church
Good Samaritan Regional Medical Center
Goose Foot Farm
Grass Roots Books & Music
Green Cascades, LLC
Green Culture Contracting
Green Currents
Green Planet Dreams
Green Thumb Printing and Design
Greenbelt Land Trust
Greenwillow Grains
Handcrafted Corvallis
Health Equity Alliance
Healthy Aging Coalition
Healthy Youth Program – Linus Pauling Inst.
Heartland Humane Society Thrift Store
Holistic Body Therapy
Holy Oak Music Studio

Hospitality Vision
Home Grown Gardens
HOUR Exchange
Hull Home Efficiency
Indoor Airman Home Performance
Integrated Resource Management
InterTech Inc.
Institute for Applied Ecology
Intl. Brotherhood of Elec. Workers Local 280
Jobs Addition Neighborhood Association
JTI Supply, Inc.
Kaleidoscope Studios
Kapa Landscape Design
Kate Hickok Media Productions
Keller Williams Realty Mi-Willamette
Knollbrook Peace House
League of Women Voters of Corvallis
Legend Homes Corvallis Communities
Linn-Benton Pacific Green Party Chapter
Live Well Studio
Majestic Theatre Management
Marys River Grange
Marys River Watershed Council
McLellan Temporaries, Inc.
Metzger Green Build
MicroEPIC Productions
Mid-Valley Bicycle Club
Mid-Valley Health Care Advocates
Native Plant Society of Oregon
Natural Choice Directory
Nectar Bee Supply
Neighborhood Naturalist
North College Hill Neighborhood Association
North Jackson Company
Northwest Earth Institute
Northwest Marine Renewable Energy Center
Northwest Naturescapes
Oregon Green Schools
Oregon State University

Oregon Toxics Alliance
Oregon Wildlife Institute
OSU Campus Recycling
OSU Center for Civic Engagement
OSU College of Forestry
OSU Env. Humanities Initiative
OSU Extended Campus
OSU Extension – Benton County
OAU Folk Thrift Shop
Rod Terry, Designer
Ron Hall Concrete, LLC
Roxo Dawgs
Seasons of Life Ceremonies
Sibling Revelry
Sierra Club (Marys Peak Group)
Silverman Studios
Sky High Brewing
Slow Food Corvallis
Soft Star Shoes
Soilsmith Services, Inc.
Solar CREEK
Solar Ki
SoupCycle
Spindrift Cellars Winery
Spring Creek Project
St. Anne Orthodox Church
St. Mary's Care for Creation Comm.

STEPS (OSU)
Stoker's Vitaworld
Sunbow Farm
Sunborn Children's House
Sunrise Corner Community Garden
SunSavor Food
Sunwise
Susan Binder, Designer
Sustainable Building Network
Sustainable Forests Partnership
Sweet Yoga, LLC
T. Gerding Construction Company
Ten Rivers Food Web
Timberhill Athletic Club
Tina Taylor—Counseling & Consulting
Tix R Us, LLC
Toxic Awareness Body of Oregon
Tye Wine Cellars Ltd.
Unitarian Universalist Fellowship
Univ. Housing & Dining Services, OSU
Veterans for Peace, Chapter 132
Village Roots
Virginia Shapiro, DC – Integrative
Chiropractic Care
The Valley Explorer
Visit Corvallis
Vitality Farms LLC
Western Pulp Products
Whiteside Theatre Foundation
Wild Garden Seed
Willamette Disc Golf Club
Willamette Gardens
Willamette Living Magazine
Willamette Neighborhood. Housing Svcs.
Willamette Watershed Productions
Wineopolis
Your LOCAL Real Estate Team
3 Degrees/Blue Sky
350 Corvallis

BUILDING RELATIONSHIPS

Communicating with local decision-makers, and developing collaborative relationships with partner organizations and other communities on a similar path are key to accelerating the creation of a sustainable community. Throughout 2013, representatives of the Sustainability Coalition reached out in a variety of ways to enhance this important dialogue.

Communication with the City of Corvallis and Benton County

- Steering Committee provided input for the Council's goal-setting process, recommending development/implementation of a Climate Action Plan and three Economic Development goals (sustainability criteria for Economic Development, sustainable investing of public dollars, and supporting platforms for local investment).
- Steering Committee presented Coalition's Annual Report to City Council.
- Steering Committee worked closely with the City Council liaison to the Coalition, who participated in Steering Committee meetings on a regular basis.
- Executive Committee met monthly with City's Sustainability Programs Specialist and quarterly with key City staff.
- A member of the Benton County Environmental Issues Advisory Committee (EIAC) continued to serve on the Steering Committee.
- Benton County Commissioners approved recommendation of EIAC to have County's Sustainability Coordinator participate in monthly Executive Committee meetings.

Coalition Representation on Community Initiatives

- Climate Action Plan Task Force
- Corvallis School District Sustainability Steering Committee
- City of Corvallis Healthy Streets Technical Advisory Group
- Economic Vitality Partnership
- Celebrate Corvallis "Good Steward of the Planet" Selection Committee

Collaboration/Co-sponsorship of Events and Activities

- 9th Annual Eco-film Festival
- Annual Streams Tour
- Natural Areas Celebration Week
- Car Free Day
- Buy Local First Campaign
- Independents Week

Serving as a Model to Other Communities

- Coalition facilitator and Water Action Team leader made a presentation to the Lake Oswego Sustainability Network and provided guidance to their steering committee.
- Facilitator responded to questions from the City of Eugene Sustainability Commission regarding how to develop a grassroots sustainability initiative.

Water Action Team leader David Eckert and the entire team won the first Benton County Environmental Award for their work on the 3 Waters Project and the annual stream tours.



Our Vision

Corvallis is a community in which the needs of the present are met without compromising the ability of future generations to meet their own needs. It is a flourishing and thriving city with a vibrant economy that respects, restores, and cares for the community of life.

Our Mission

To promote an ecologically, socially, and economically healthy city and county.

We will achieve our mission by using the Sustainability Guiding Objectives and a democratic, highly participatory decision making process.

Our Guiding Objectives

Our community will:

1. Reduce and ultimately eliminate our community's contribution to fossil fuel dependence and to wasteful use of scarce metals and minerals. Use renewable resources whenever possible.
2. Reduce and ultimately eliminate our community's contribution to dependence upon persistent chemicals and wasteful use of synthetic substances. Use biologically safe products whenever possible.
3. Reduce and ultimately eliminate our community's contribution to encroachment upon nature (e.g., land, water, wildlife, forests, soil, ecosystems). Protect natural ecosystems.
4. Support people's capacity to meet their basic needs fairly and efficiently.

Our Steering Committee

Annette Mills, Facilitator
Bob Devine, Secretary
David Persohn, Treasurer
Kevin Dwyer
Betty Griffiths
Loma Hammond
Debra Higbee-Sudyka
Janelle Iverson
Cindee Lolik
Linda Lovett
Robert Mauger
Olivia Poblacion
John Swanson
Brandon Trelstad

Biff Traber,
City Council Liaison

Corvallis Sustainability Coalition
 PO Box 2310
 Corvallis, Oregon
 97339-2310
 Tax ID #27-1003508

sustainablecorvallis.org

STRENGTHENING THE COALITION

The Sustainability Coalition is an all-volunteer organization led by a Steering Committee, an Executive Committee, and operational committees that work to ensure its long-term viability. Here are a few of the year's highlights from those committees.

The Sustainability Coalition's **Steering Committee** is responsible for policy, strategy development, and finances of the Coalition. In that capacity, the Steering Committee

- Applied for grants to support the Capacity Building Campaign;
- Established an *ad hoc* Hiring Process Committee to develop a process for hiring a Development Coordinator as the Coalition's first employee;
- Held a planning retreat to focus on organizational development and greater sharing of tasks among Steering Committee members and other volunteers;
- Considered two requests for legislative advocacy and voted to rescind and revise the Advocacy Policy, retaining public service advocacy and eliminating advocacy related to public policy.

Steering Committee members also served as liaisons to the action teams, providing a communications link between the action teams and the Steering Committee.

The **Executive Committee**, composed of four Steering Committee members including the Facilitator, carried out the Coalition's day-to-day operations.

The Communications & Marketing Committee

- Increased the Coalition's visibility through administration of the Coalition's website, Facebook, bi-monthly *E-Updates*, Sustainability Events Calendars and event posters;
- Helped plan Town Hall 2013 and developed the Community Scrapbook; and
- Distributed numerous press releases to publicize the projects, activities, and events of the Coalition and its action teams.

The Development Committee

- Coordinated the Campaign for Future Generations and raised more than \$22,000 from community members for organizational capacity building;
- Hosted a gathering for major donors;
- Sponsored a garden tour fundraiser at the Oregon Master Gardeners Mini-College;
- Partnered with First Alternative Co-op on a food booth fundraiser at Fall Festival;
- Established a new "Engaged Partners" donor designation and sent letters to partner organizations to enlist their participation;
- Set up a recurring donations account; and
- Raised funds from partner organizations and community members to cover costs of the Sustainability Town Hall, basic operations, and action team projects.

The Finance Committee

- Revised the Coalition's Grant Application Approval Process;
- Tracked the Coalition's monthly financial activity; and
- Drafted the 2014 budget.

"We live at a pivotal moment in the story of humankind.... We are starting to see the limits of what the earth can provide. The signs are all around us. We can choose to ignore these signs and wait until we are forced to react. Or we can seize this opportunity to work together to create a sustainable world." - 2008 Community Sustainability Action Plan

Thank you to the dozens of organizations and hundreds of individuals who are working together in Corvallis and Benton County to create a sustainable community.

**CITY OF CORVALLIS
COUNCIL ACTION MINUTES
January 21, 2014**

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Decisions/Recommendations
Executive Session 1. AFSCME labor negotiations Page 36	Yes		
Proclamation/Presentation/Recognition 1. MLK essay contest winners 2. Arts and Culture Commission update 3. Medical marijuana update Pages 36-39	Yes Yes Yes		
Visitors' Propositions 1. NW 4th Street parking issues (Forster-Blouin, Kerle, Lorenz) 2. Marijuana dispensaries (Dalotto, Whipple, Stoker, Binder, Smith) 3. Historic preservation plan (Beierle) 4. Sunnyside School move (Beierle) 5. AFSCME negotiations (Rathbun) 6. Density rounding (Hess) Pages 39-42	Yes Yes Yes Yes Yes Yes		
Public Hearing 1. OSU LDC text amendment (street standards) Pages 43-46		February 3, 2014	
Consent Agenda Pages 46-47			
USC Meeting of January 7, 2014 1. Residential parking districts Page 47	Yes		
Mayor's Reports 1. Celebrate Corvallis Page 48	Yes		
Council Reports 1. PPTF public meeting (York) 2. MLK Celebration (Sorte) 3. Visitor comments – timing of (Sorte) 4. OSU/City activities (Hervey) Page 48	Yes Yes Yes Yes		
Staff Reports 1. CMR – December 2013 2. CRFR – January 16, 2014 3. Snow event report 4. Community Development update 5. Economic Development business activity report 5. Detective Duncan commendation Pages 48-49	Yes Yes Yes Yes Yes Yes		

Glossary of Terms

AFSCME	American Federation of State, County, and Municipal Employees
CMR	City Manager's Report
CRFR	Council Request Follow-up Report
LDC	Land Development Code
MLK	Martin Luther King, Jr.
OSU	Oregon State University
PPTF	Public Participation Task Force
USC	Urban Services Committee

**CITY OF CORVALLIS
COUNCIL ACTION MINUTES**

January 21, 2014

Mayor Manning read a statement, based upon Oregon laws regarding executive sessions. Only representatives of the news media, designated staff, and other Council-designated persons were allowed to attend the executive session. News media representatives were directed not to report on any executive session discussions, except to state the general subject of the discussion. Mayor Manning noted that no decisions would be made during the executive session. Council and staff members were reminded that the confidential executive session discussions belong to the Council as a body and should only be disclosed if the Council, as a body, approves disclosure. Council or staff members not able to maintain the Council's confidences were asked to leave the meeting room.

Council entered executive session at 6:01 pm.

Human Resources Director Altmann Hughes updated Council regarding labor negotiations with the American Federation of State, County, and Municipal Employees (AFSCME). Councilor Beilstein arrived at 6:15 pm.

Mayor Manning recessed the meeting from 6:24 until 6:30 pm.

Councilor Hirsch arrived at 6:29 pm.

I. CALL TO ORDER

The regular meeting of the City Council of the City of Corvallis, Oregon, was called to order at 6:30 pm on January 21, 2014, in the Downtown Fire Station, 400 NW Harrison Boulevard, Corvallis, Oregon, with Mayor Manning presiding.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

PRESENT: Mayor Manning; Councilors Brown, Beilstein, Hogg, Brauner, York, Traber, Hervey, Hirsch, Sorte

Mayor Manning directed Councilors' attention to items at their places, including a letter from Keta Tom related to medical marijuana dispensaries (Attachment A) and a flier advertising the 2014 Corvallis Sustainability Coalition Fair and Town Hall (Attachment B).

IV. PROCLAMATION/PRESENTATION/RECOGNITION

A. Martin Luther King, Jr. Essay Contest Winners

Mayor Manning announced that four high school students were selected as winners of an essay contest sponsored by the Commission for Martin Luther King, Jr. The essays related to the progress made and challenges society continues to face in the 50 years since Dr. King gave his "I have a dream..." speech. She introduced the four essay winners and read excerpts from each of their essays.

Aiyanna Cameron-Lewis, Crescent Valley High School senior
Emily Foster, Corvallis High School and College Hill High School junior
Georgia Dunn-Hartman, Corvallis High School senior
Sravya Tadepalli, Crescent Valley High School junior

Mayor Manning noted the essay winners will be recognized during the Martin Luther King, Jr. celebration on January 22 at the Majestic Theatre. Keynote speaker will be John Hunter, inventor of the World Peace Game. The Commission has been working with OSU to host events and activities in recognition of Martin Luther King, Jr.

Mayor Manning acknowledged Commission members in the audience.

B. Arts and Culture Commission Update

Arts and Culture Commission (ACC) Chair van Develder said ACC was established in 2010 to advise Council on matters pertaining to arts and culture.

Last year, the Bureau of Economic Analysis quantified the arts impact and determined that 3.2 percent or \$504 billion of the gross domestic product in 2011 was attributable to arts and culture. Based on conversations with the Economic Development Commission, community arts organizations, and partners at OSU, ACC believes it is important to gather quantitative data on arts and culture in Corvallis and use that data as a foundation for ACC strategic planning work. ACC has struggled with getting the strategic planning process started and, for the last six months, discussed ways to attract funds in addition to the initial funding commitment of \$10,000.

Ms. van Develder stated appreciation for the commitment of funds from the Parks and Recreation Department that will allow ACC to begin the strategic planning process this year. ACC finalized a scope of work document and is prepared to solicit bids. ACC is also finalizing the 2014-2015 goals that include two overarching goals with related subcommittees. Ms. van Develder said Karyle Butcher leads the ACC Economic Impact Committee with a primary goal of demonstrating and communicating the economic impact of arts and culture in Corvallis. The Committee will recommend a strategic plan to Council by June 2015. Data has been collected from local arts organizations and a survey of Corvallis citizens. Information is being gathered from comparable cities.

Ms. van Develder introduced ACC Vice-Chair Badger, who leads the ACC Marketing and Community Outreach Committee.

Ms. Badger said ACC worked with OSU's Policy Analysis Lab on a market research project to gauge public perception on the role of arts and culture in Corvallis. The project concluded in November 2013 with a total of 120 surveys completed at two events and online, in addition to 40 qualitative interviews. The information will be used to help form the strategic planning process. Ms. Badger shared some of the survey responses:

- Local arts and culture contributed to the quality of life and desire to stay in Corvallis.
- The most critical role of arts and culture is to enhance community livability.
- The range and types of offerings are good.
- Better advertising of upcoming events is desired.

- Arts and culture is important in bridging the gap between the community and OSU. It is unclear how that collaboration occurs.

Ms. Badger provided an update of the Corvallis Arts For All (CAFA) program initiated by ACC. The program provides low-income community members with affordable access to live arts performances. CAFA offers up to two \$5 tickets per Oregon Trail card for events sponsored or promoted by 15 participating arts organizations. A grant from the Benton County Cultural Coalition provided funds to develop CAFA marketing materials and Web site: www.corvallisartsforall.org. The current focus is to develop an outreach and marketing plan to raise awareness of the CAFA program and to establish a reporting system to measure the impact and success of the program. She thanked Parks and Recreation Director Emery and her staff for their support of ACC and CAFA.

Ms. van Develder invited the Mayor and Councilors to the Arts and Culture Networking Soirée and Awards Celebration scheduled for February 4 at Corvallis High School. The event is co-hosted by ACC and Benton County Cultural Coalition.

C. Medical Marijuana Update

Police Chief Sassaman distributed materials related to the Oregon Medical Marijuana Act and Dispensary Bill (Attachment C). He noted that House Bill (HB) 3460, adopted by the Oregon Legislature in 2013, allows medical marijuana dispensaries to become legal in March 2014. The Oregon Health Authority (OHA) Rules Advisory Committee (RAC) drafted rules and regulations governing dispensaries and the related Oregon Administrative Rules are expected to be finalized by the end of January. The Governor's goal was to ensure overall safety of communities and safe access to medical marijuana by patients.

Chief Sassaman said it is likely the Oregon Legislature will consider legalizing recreational use of marijuana by adults in the near future. The materials he distributed included a letter from Governor Kitzhaber related to signing HB 3460 and authorizing OHA to establish procedures, a Department of Justice notice identifying eight federal priority areas of enforcement, a Corvallis map delineating where dispensaries may be located, and Oregon Health Department medical marijuana statistics as of January 1, 2014. There are approximately 800 medical marijuana card holders in Benton County. Chief Sassaman added that the State of Oregon allocated approximately \$800,000 this biennium for two field inspectors and two administrative staff.

Chief Sassaman responded to inquiries posed by Councilors:

- The red pen circles on the map are locations of two potential dispensaries. The locations are not within 1,000 feet of one another or a school.
- OSU is not considered a school because it does not primarily serve minors.
- There may be room for one or more dispensaries downtown if North 2nd Street is included. There is additional room on 9th Street.

Mayor Manning said Council can discuss this topic and potential impacts of recreational use during a future work session.

Councilor Beilstein referred to the Council Request Report related to local regulation of agricultural products. He said it appears that for some legislators, the ban on regulations

of local agricultural practices was targeted to prevent local regulation of dispensaries. Councilor Beilstein opined that this is another reason why any action local government takes is likely to be challenged in court with an uncertain outcome.

V. VISITORS' PROPOSITIONS

Sharon Forster-Blouin, Corvallis Cat Care, read from her written testimony (Attachment D) representing eight business owners who are concerned about parking issues on the west side of the 600 block of NW 4th Street. She said the number of vehicles consistently parking all day on this block is causing local business owners to lose customers and income. Many of the vehicles do not belong to patrons of adjacent businesses. Recently, Dr. Forster-Blouin approached the driver of one of the vehicles parking in front of her business and asked him to leave at least one space in front of her business for customers. The driver indicated that he worked for the Nissan dealer and the high number of vehicles in their lot does not leave parking spaces for employees. He identified another vehicle parked on the block as belonging to another Nissan employee.

Dr. Forster-Blouin referenced the renovations scheduled for the Corvalla Apartments/The Park on 5th Street. The complex currently has 77 designated parking spaces. It is likely that once the apartments are renovated for higher-income residents, additional parking spaces will be needed.

Councilor Hervey reported that he previously discussed this issue with Dr. Forster-Blouin. The area she is referencing is not in the newly proposed parking district; however, he suspects the area may be additionally impacted once the new parking district is established.

Councilor Sorte agreed that the area referenced by Ms. Forster-Blouin will be impacted with spillover parking from the new parking district. He suggested the issue be discussed with the Downtown Parking Committee (DPC).

In response to Councilor Brown's inquiry, Ms. Forster-Blouin suggested designating this block with two or three hour maximum parking limits. She would not oppose parking meters.

Councilor Sorte clarified for Councilor Hirsch that next steps could include a discussion with the DPC about parking meters or limits, followed by recommendations to Council.

Elizabeth Kerle, Licensed Acupuncturist, said her office is located in the 700 block of NW 4th Street and she is also losing business due to the lack of on-street parking for customers. There are additional businesses, other than the eight identified by Dr. Forster-Blouin, impacted by the lack of parking in this area. Parking issues will only increase as this area is further developed and the Corvalla Apartments are renovated. She added that the Urban Services Committee (USC) recommended this issue be presented directly to Council.

In response to Councilor Traber's inquiry, Ms. Kerle opined that NW 4th Street is more impacted than 3rd Street due to the number of older homes on 4th Street that have been renovated into businesses. A two or three hour maximum parking regulation would be a positive resolution.

City Manager Patterson confirmed for Councilor Traber that staff would forward this issue to the DPC.

Mayor Manning explained that the DPC is a subcommittee of the Downtown Commission. The Downtown Commission meets monthly and the DPC meets as needed. Residential parking

districts addressed by USC is a separate issue related to a larger geographical area and was initiated by the OSU/City Collaboration Project.

Mayor Manning confirmed that the DPC considers parking issues located outside of the downtown core.

Bonnie Arent Lorenz, Five Element Acupuncture, testified that she spoke with Transportation Services Supervisor Scherf about parking rules and regulations. When the building where her business is located was remodeled, all City parking requirements were met. It was her understanding that a law requires each business to provide appropriate parking for employees. She added that it is important for healthcare organizations to have appropriate parking available for patients who can only walk a limited distance.

Mr. Patterson noted that follow-up information will be obtained from the Public Works and Police Departments.

Todd Dalotto, CAN! Research Education and Consulting President/OHA RAC Chair, announced that he would submit materials related to his testimony to the Mayor and Councilors via e-mail. He said he helped draft most sections of the Oregon Administrative Rules related to marijuana dispensaries, specifically those related to lab testing and quality assurance.

Mr. Dalotto noted that Representative Buckley, RAC member, requested the Legislative Council review the impacts of Senate Bill 863 regarding pre-emption of municipalities regulating dispensaries under HB 3460. The Council's opinion was that while municipalities are not required to violate federal law to comply with conflicting State law, municipalities may not act contrary to State law based on the municipality's belief that they will better carryout the purposes of federal law.

Mr. Dalotto said the dispensary licensing program is drastically under-funded and under-staffed. There is a commitment from the Oregon Ways and Means Committee to authorize a greater budget and additional staffing if more than 100 facilities apply for a license. He encouraged Council to read, "Cannabis Care: Medical marijuana facilities as health care providers," written by Amanda Reiman. The research paper addresses the impacts of dispensaries on local communities and individuals.

B.A. Beierle announced that Council will soon review final recommendations from the OSU/City Collaboration Project Steering Committee and staff will incorporate recommendations into the Planning Division Work Plan within the next month. One final recommendation from the Neighborhood Planning Group is a community-wide historic preservation plan (HPP).

An HPP...

- identifies what is important, ensures it endures, and communicates with others why the assets are valued.
- is a pro-active means of conserving a community's unique character and historic assets.
- works like a map and allows for multiple ways of reaching a shared community destination.
- describes why preservation is important to the community and identifies elements of the built and natural environments that merit preservation, protection, and promotion.
- promotes prudent management of public and private dollars, refines priorities, and expedites decision making.

Ms. Beierle explained that historic assets can serve as a catalyst for economic and community development. Planning allows old and new structures to generate a stimulating dialogue respecting the past and present, and building sound future policies.

Ms. Beierle opined that an HPP can be partially accomplished with experienced volunteers. During the recent neighborhood photo survey, more than 60 individuals surveyed over 2,500 addresses on 950 acres and recorded more than 6,000 images. Many of these same volunteers are willing to dedicate their time to develop this blueprint for Corvallis' future.

Ms. Beierle reported that the Sunnyside School will be moved to the Knotts Owens Farm on January 26. She noted that the hospital parking lot is the best location to observe the move.

Mayor Manning announced that the Collaboration Steering Committee will meet again in early March.

Councilor York thanked Ms. Beierle for providing a preview of what will be presented to Council in the near future and explaining what it will mean to the community. The City and community need to continue talking about what is important and what needs to be preserved.

In response to Councilor Traber's inquiry, Ms. Beierle confirmed that there are sufficient funds to move Sunnyside School, build the foundation, reattach the roof, and stabilize the building. Funds are currently being sought to rebuild the missing bell tower.

Councilor Hogg thanked Ms. Beierle for presenting information about an HPP. He said a comprehensive approach to address issues with historic development and properties has been missing for a long time. Other cities have experienced tremendous economic vitality from preservation of historic buildings and areas. He preferred economic vitality be included in the HPP.

Ms. Beierle said a typical HPP addresses economic development opportunities and impacts on property values. An HPP should also include language about takings and squaring preservation plans with the Constitution. The community can begin with plans already written by other communities.

Councilor Sorte said he supports the historic aspect and hopes the HPP will be progressive and address equity issues. There are minimal incentives for lower income citizens living in historically significant dwellings to meet requirements or afford desired changes. This issue needs to be addressed statewide and nationally to allow low-income citizens an opportunity to upgrade their dwellings with community resources to protect the community's cultural assets.

Ms. Beierle clarified that some opportunities are currently available. An HPP would identify opportunities in one document to be used as a reference for all citizens.

Byron Whipple testified about why and how he became a licensed medical marijuana grower. He said the majority of medical marijuana prescriptions are given for chronic pain. Dispensaries will provide access to a reliable product for those who suffer. He encouraged Council to support the program.

Wesley Stoker, Stoker's VitaWorld, testified in support of medical marijuana dispensaries.

Brock Binder said he is opening a dispensary at NW 9th Street and Beca Avenue. Mr. Binder currently works as an operations manager at Fred Meyer and has more than five years of retail experience. His major at OSU is Agricultural Business Management with undergraduate work in horticulture and business. He has completed an internship program with Mr. Dalotto at CAN! Research and produced a feasibility study on being a marijuana grower in Oregon. OSU was the first school to offer an industrial hemp class and it is expected that additional related classes will be offered. He opined the marijuana community is very professional and innovative and has a lot to offer Corvallis.

Ryan Smith said he and Jake Lewis are opening "The Healing Center THC" in downtown Corvallis, next to Stoker's VitaWorld. They met with Chief Sassaman about opening the dispensary. He noted that this brand new industry is a bit frightening and he and Mr. Lewis are trying to be completely transparent. He invited Councilors to stop by their new facility.

Carol Rathbun announced that she is a City employee and AFSCME representative. She said the local AFSCME mediation team is passionate about the issues, has been meeting since February, and desires to be transparent. She added that she would be available throughout the meeting to answer any questions Council might have about mediation between the City and AFSCME.

Jeff Hess referred to the materials he e-mailed Councilors related to density rounding. He said when he purchased his house there was not a single lot on his block capable of supporting a duplex. The neighborhood consisted of single-family dwellings that were fairly secure from intense development. In 2006, a rounding amendment was added to the Land Development Code (LDC) that potentially allowed the capacity for every lot on his block to support a duplex. The amendment did not provide a calculation, it only stated that in the case of a 0.5 density calculation, the City would round up to two. A 0.4 density calculation would round down to one.

Mr. Hess said his neighborhood is zoned RS-9, or a maximum density of 12 units per acre per the LDC. A general interpretation would be to round the number of units up to 13. The amendment allows rounding to more than 15 units per acre. In the 2012 case submitted in the e-mailed materials, a strip of land was added to the lot that was less than four feet wide and 120 feet long. The land was added to bring the rounding calculation up to 1.54. This allowed for the construction of a duplex on that lot. The 2012 case is how the neighborhood learned that the entire area can be developed in a way that differs from how the homeowners envisioned the neighborhood when they purchased their homes.

Mr. Hess added that the LDC is not clear and does not provide residents and community members with the same basis of reliability and knowledge as a developer. His experience has been that Council and City staff have been adamant about ensuring developers have precise and clear code to rely upon to protect the City from lawsuits. He opined that the community does not have the same support.

In response to Mr. Patterson's inquiry, Mr. Hess confirmed that the case included in the e-mailed materials was previously presented to City staff.

Councilor Sorte said he was looking for new information and was waiting for the materials so he could support the position of not utilizing that specific strip of land to round-up the density calculation. He is hoping to convince other Councilors that this situation seems disingenuous and does not give people a level of certainty as to what can be developed. He noted that he recently discovered many parcels in his neighborhood that fit within this issue.

XII. PUBLIC HEARINGS

- A. A public hearing to consider a Land Development Code Text Amendment relating to street standards on the Oregon State University campus (LDT13-00001)

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

Declaration of Potential or Actual Conflicts of Interest, consistent with the City Council's interpretation of Land Development Code Section 1.1.60, as determined at the November 18, 2013, City Council meeting – None.

Declaration of Ex Parte Contacts – None.

Declaration of Site Visits

Councilors Hervey, Beilstein, and Sorte all declared making site visits.

Rebuttal of Declarations – None.

Objections on Jurisdictional Grounds – None.

Staff Overview

Associate Planner Yaich reviewed a PowerPoint presentation (Attachment E). He said OSU requested a revision to LDC 3.36, OSU Zone, specifically related to development standards for streets located within the OSU Zone. Additionally, OSU requested to modify existing standards and develop new standards addressing facilities for pedestrians, bicycles, and landscaping connected to streets located within the OSU Zone.

The OSU Zone consists of 536 acres located in central Corvallis. The property located in the OSU Zone is owned by the State of Oregon and the proposed text amendment only applies to the OSU Zone.

Deputy City Attorney Brewer explained that, although this public hearing relates to a text amendment, it is a quasi-judicial hearing. Council cannot place a condition on a text amendment. The text only applies to one property owner and to the properties owned by that property owner; therefore it meets the requirements of a quasi-judicial decision.

Mr. Brewer said 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. The failure of the applicant to raise constitutional or other issues relating to conditions of approval with sufficient specificity to allow the local government to respond to the issue precludes an action for damages in Circuit Court. Mr. Brewer commented that issues related to conditions of approval are irrelevant; however, it is a normal quasi-judicial hearing and the same process applies.

Applicant Presentation

Rebecca Houghtaling, OSU Senior Campus Planner, read her written testimony (Attachment F) accompanied by a PowerPoint presentation (Attachment G).

Questions of Applicant

Councilor Hervey: USC is diligently working to increase traffic on 14th Street, 30th Street, and Western Boulevard. Is there anything in the proposal that will cause those streets to take less traffic?

Ms. Houghtaling: The proposed amendment does not change the current transportation system.

Staff Report

Mr. Yaich continued his PowerPoint presentation (Attachment E):

- The Planning Commission recommended approval of the application following a public hearing in November 2013.
- Exhibit A of the staff report contains the complete text of LDC Section 3.36, OSU Zone. The Chapter includes definitions and language tying it to Chapter 4.0, Improvements Required for Development. Chapter 4.0 includes street standards and provides clarity as to which standards apply in the OSU Zone.
- LDC Section 1.2.80.01 provides the criteria for evaluating text amendments:
 - *This code may be amended whenever the public necessity, convenience, and general welfare require such amendment and where it conforms with the Corvallis Comprehensive Plan and any other applicable policies.*
- OSU argues that blanket application of the City's street construction standards leads to variable development patterns; inconsistent streetscape on campus; conflicts with the protection of historic resources, significant vegetation, and utility tunnels; and that the higher pedestrian volumes on campus require special standards.
- The proposed text amendment:
 - Clarifies the difference between public rights-of-way (ROW) and OSU-owned streets. Public street ROW on campus are owned by the City and not impacted by this request.
 - Defines standards for OSU-owned streets (includes map).
 - Provides limited-scope flexibility to preserve historically significant trees and significant trees, and addresses utility tunnels and tree planter conflicts.
 - Identifies clear and objective standards for construction and improvements of OSU-owned streets.
 - Defines three OSU street classifications: University Collector, Pedestrian Core, and Sports Complex.
 - Provides definitions specific to the OSU Zone:
 - sidewalks – related to the cross section of streets;
 - walkways – internal connections separate from streets; and
 - development site – street frontage, buildings, yards, setbacks.
 - Includes other elements, such as vehicle travel lane, bicycle facilities, landscaping, and street trees.
 - Removes from LDC Table 3.36-1 all parcels acquired by OSU since the 2004 adoption of the Campus Master Plan (CMP).

Mr. Yaich explained that if Council approves the text amendment, new definitions and classifications would be applied when OSU seeks building permits or goes through a land use process.

The request complies with Statewide Planning Goals 1, 2, 11, 12; Comprehensive Plan Policies 13.0, 13.2.2, 11.2.1, 11.6.10; and CMP Policies 2.5.12, 2.7.8, 2.7.9, 2.7.10, 6.1.12 (Attachment E, pages 49-al through 49-ar).

The Planning Commission opined that the proposed text amendment meets criteria for "public necessity, convenience, and general welfare;" is supported by applicable Statewide Planning Goals, Comprehensive Plan Policies, and CMP Policies to preserve expected facilities for vehicle, bicycle and pedestrian circulation with street cross section; and allows flexibility in locating sidewalks, planter strips, and street trees to address conflicts with significant vegetation, historic resources, and utility tunnels.

Public Testimony – Support

Lyle Hutchens said, in accordance with the Comprehensive Plan Policies that the applicant referenced, this request is an opportunity to accommodate the realities of a specific use and meet the intent of the LDC. He encouraged Council to approve the text amendment.

B.A. Beierle said the request addresses OSU's existing historic infrastructures, street patterns, and improvements, specifically the nationally significant Olmstead Plan. The proposal honors the development of the OSU National Register of Historic Places Historic District. She urged Council to support the request.

Councilor Brown agreed that the Olmstead Plan was important and noted the other historic areas in the city. He inquired whether adapting current standards to meet the historical patterns in historic neighborhoods outside of campus would be useful.

Ms. Beierle responded that this could be part of the historic preservation plan discussion.

Public Testimony – Opposition

Barbara Craig testified for Dr. Rodger Mehl, who could not attend the hearing. She said Dr. Mehl owns a parcel to the west of the OSU Foundation building. She announced that Dr. Mehl requested the record be held open seven days so he can more fully review the proposal and have an opportunity to present opposition based upon factual and objective data. She added that Dr. Mehl's concern is related to the traffic impact on public streets, specifically the intersections of SW 35th Street and Western Boulevard, SW Philomath and Western Boulevards, and SW 53rd Street and Western Boulevard.

Public Testimony – Neutral – None.

Rebuttal – None.

Request to Hold Record Open

Planning Manager Young confirmed that the record will be held open until 5:00 pm on January 28, 2014.

Right to Submit Additional Written Argument

The applicant agreed to submit their written argument no later than 5:00 pm on February 3, 2014.

Mayor Manning closed the public hearing.

Questions of Staff – None.

Deliberations

Scheduled for February 3, 2014.

VI. CONSENT AGENDA

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

- A. Reading of Minutes
 - 1. City Council Meeting – January 6, 2014
City Council Work Session – January 14, 2014
 - 2. For Information and Filing (Draft minutes may return if changes are made by the Board or Commission)
 - a. Airport Commission – November 5, 2013
 - b. Arts and Culture Commission – December 18, 2013
 - c. Citizens Advisory Commission on Transit – November 12, 2013
 - d. Corvallis-Benton County Public Library Board – December 4, 2013
 - e. Downtown Commission – December 11, 2013
 - f. Downtown Parking Committee – November 5, 2013
 - g. Economic Development Commission – November 12, 2013
 - h. Historic Resources Commission – December 3 and 10, 2013
 - i. Housing and Community Development Commission – December 18, 2013
 - j. Planning Commission – November 20, 2013
 - k. Public Participation Task Force – January 9, 2014
- B. Announcement of vacancy on Arts and Culture Commission (Rodgers)
- C. Announcement of appointment to Board of Appeals (Hazleton)
- D. Announcement of reappointment to Commission for Martin Luther King, Jr. (Rosa)
- E. Confirmation of appointment to Arts and Culture Commission (Wiegand)
- F. Approval of an application for a Limited On-Premises Sales liquor license for Eric Pugh and Ben Sargeant, owners of B@Es, LLCs, doing business as Cirello's Pizza, 919 NW Circle Boulevard, Suite F (Change of Ownership)
- G. Approval of an application for a Full On-Premises Sales liquor license for Min-Hsin David Lin, owner of T House, LLC, 413 SW Jefferson Avenue (New Outlet)

- H. Approval of an application for a Limited On-Premises Sales liquor license for Sang Cho Han, owner of Aomatsu Japanese Restaurant, 122 NW Third Street (Change of Ownership)
- I. Acknowledgement of Transit Operations Fee adjustment
- J. Confirmation of an Executive Session for January 21, 2014 at 6:00 pm under ORS 192.660(2)(d) (status of labor negotiations)

The motion passed unanimously.

VII. ITEMS REMOVED FROM CONSENT AGENDA – None.

VIII. UNFINISHED BUSINESS – None.

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

- A. Human Services Committee – None.
- B. Urban Services Committee – January 7, 2014
 - 1. Residential Parking Districts

Council Hogg reported that postcards were mailed to homeowners impacted by the proposed residential parking districts. The postcard provided information about the proposed districts, where to get additional information, and how to provide feedback online and/or during the February 4 USC meeting.

Councilor Hogg acknowledged the time and effort Councilors Brown and Hervey have spent to develop the best solution. He said Corvallis has unique parking requirements in that the campus accounts for half of the population and that population leaves for several months each year. The goal is to enhance neighborhood livability. USC will continue to discuss several outstanding issues.

In response to Councilor Sorte's inquiry, Councilor Hogg explained that the postcards were only sent to those homeowners directly impacted by the proposed districts. The card includes language explaining that free parking will no longer be permitted on the homeowner's street under the proposed district. The decision to send postcards to impacted homeowners only was an attempt to reduce any confusion that could occur if homeowners living outside of the proposed district received a postcard.

This item was presented for information only.

- C. Administrative Services Committee – None.

X. MAYOR, COUNCIL, AND STAFF REPORTS

A. Mayor's Reports

Mayor Manning acknowledged the individuals and organizations that were recognized at Celebrate Corvallis. She noted that three of the award winners are members of the City's Economic Development Commission.

B. Council Reports

Councilor York thanked the many citizens who participated in the Public Participation Task Force public meeting. She said the data collected will be shared in the near future.

Councilor Sorte announced that the Martin Luther King, Jr. Celebration includes refreshments. He said all of the essays submitted were impressive.

Councilor Sorte stated appreciation for the City receiving comments from visitors at the beginning of each Council meeting. He recently attended a hearing at another organization and the visitors were required to wait until the end of the hearing to make comments.

Councilor Hervey said the City hears many references to the OSU/City Collaboration Project and how the City is working with OSU on various issues. He noted that there are many efforts not mentioned that occur behind the scenes, such as Mayor Manning serving on an OSU search committee and his participation in discussions related to hiring a director for the Environmental Arts and Humanities Program.

C. Staff Reports

1. City Manager's Report – December 2013
2. Council Request Follow-up Report – January 16, 2014
3. Snow Event Report

Mayor Manning noted that the report included additional details and future recommendations.

Councilor Sorte said the report was comprehensive and well done. He was happy to learn that staff will visit with private contractors and other municipalities about future assistance. He encouraged staff to gather examples of agreements from the League of Oregon Cities and/or other jurisdictions that could potentially be used in the future, and he asked staff to explore whether these types of arrangements might be available for other events, such as high winds and flooding.

Mr. Patterson said staff recently learned that Linn County may be a good partner for snow removal. A follow-up report will be presented in June.

Councilor Traber commended staff for the report and emphasized the importance of this opportunity to learn more.

4. Community Development Updates

Mayor Manning said the update includes information about three Community Development Department projects. The third project, related to property maintenance code, evolved from a recommendation from the OSU/City Collaboration Steering Committee. A technical advisory group consisting of people who have expertise in property maintenance programs have been meeting and discussing possible options. This ad-hoc group has met seven times and is ready to move the discussion to a Council Standing Committee. Mayor Manning announced that she forwarded the issue to the Administrative Services Committee.

5. Economic Development Monthly Business Activity Report

Mr. Patterson referred to the "Roses and Raspberries" column published each Friday in the *Corvallis Gazette-Times* and expressed surprise that an incident involving Detective Duncan from the Corvallis Police Department was not mentioned. Mr. Patterson explained that an armed robbery recently occurred at a downtown gas station. A video taken at the time of the robbery resulted in few leads. A few days later, Detective Duncan was driving to Corvallis from Albany when he noticed a vehicle matching the description from the robbery parked at a local construction site. Detective Duncan stopped and investigated the vehicle. As it turned out, the vehicle belonged to the suspect from the armed robbery. Evidence was found inside the pickup and the suspect was taken into custody. Mr. Patterson said it is significant that an armed robber was apprehended within a few days. These types of incidents do not happen in downtown Corvallis often and people were frightened. The reason the suspect was apprehended so quickly was due to the exemplary police work performed by Detective Duncan. Mr. Patterson awarded a symbolic sunflower to Detective Duncan since he did not receive a rose from the *Corvallis Gazette-Times*.

XI. NEW BUSINESS – None.

XIII. ADJOURNMENT

The meeting adjourned at 8:38 pm.

APPROVED:

MAYOR

ATTEST:

CITY RECORDER

RECEIVED

JAN 21 2014

CITY MANAGERS OFFICE
CITY OF CORVALLIS

Keta Tom

Corvallis OR 97330

21 January 2014

Dear Corvallis City Council,

If the Corvallis City Council decides to ban marijuana dispensaries it will be explicitly endorsing crime.

Recently, two young, middle class men made a mistake. They called the police for help after a home invasion. They were arrested for growing and selling marijuana. They did not have police protection. The robbers were not caught.

According to the street crime officers at the citizen's police academy, cartels started growing marijuana in the forests, diverting and polluting streams, and leaving trash because police arrest people who grow marijuana in clean houses and pay property taxes. The police can take the house too. Essentially, the police are encouraging criminal gangs and ecological damage.

Patients, many with chronic illness, have a hard time obtaining marijuana for medicine. It is not easy to get a grower. Growers can only be reimbursed for their material costs, not their time, which is considerable. Growers, essentially volunteers, are rightfully leery of being tied to demanding patients. The patient can drop a grower; a grower cannot drop a patient.

The marijuana business has been in Corvallis a long time. Just because it is underground, does not mean it does not exist. What has changed is the recognition that beyond making people feel pleasant cannabis is a powerful, non-toxic medicine.

Dispensaries pay taxes; criminals do not.

An open dispensary can be monitored and regulated; the black market is unregulated.

Sick people can get a safe medicine from a safe place; personality conflicts will diminish.

Police can protect the community instead of parasitizing it.

It is time to get criminals out of the cannabis business. Let Corvallis bring its underground market into the mainstream.

Sincerely,



Keta Tom

Don't miss the sustainability event of the year!



Sustainability Fair & TOWN HALL 2014

Monday, March 10, 2014

5:00 to 7:00 pm – Fair (Exhibits & Snacks)
7:00 to 9:00 pm – Meeting & Action

OSU Campus • CH2MHill Alumni Center • 725 SW 26th St.

KEYNOTE SPEAKER: Vicki Robin, Author

Your Money or Your Life & Blessing the Hands That Feed Us

*HELP MAKE THIS A MODEL SUSTAINABLE EVENT!
(See other side to find out how...)*

All are welcome, but space is limited!
Register online by March 5 at www.sustainablecorvallis.org

**YOU can help make the Sustainability Fair and
Town Hall Meeting a model event!**

Just follow these simple practices:

- **Use energy-efficient transportation** – Walk, bike, carpool, or take the bus to the event. Bike racks are on the north side of the Alumni Center and on the northwest side of LaSells Stewart Center. For bus routes, see www.corvallistransit.com.
- **Leave no trace** – Bring only recyclable, compostable, or reusable items with you to the event. (Example: Bring your own water bottle or mug.) There will be NO trash cans on site!
- **Turn trash to treasure** – Place recyclable and compostable items in the proper receptacles. We will have staffed recycling stations. (Please let us know if you can help with staffing.)

Thank you for being part of the solution!

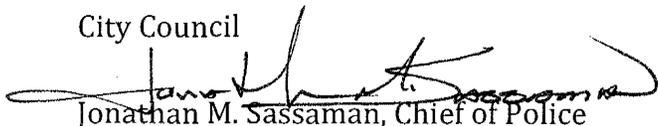
For information or to volunteer:

www.sustainablecorvallis.org
info@sustainablecorvallis.org • 541-230-1237

Memorandum

January 17, 2014

To: City Council

From: 
Jonathan M. Sassaman, Chief of Police

Subject: Oregon Medical Marijuana Act and Dispensary Bill

History

- 1935: Marijuana was legal in Oregon until 1935 when Oregon adopted the Uniform State Narcotic Drug Act (House Bill 107). After adoption of this Bill, any possession of Marijuana was a crime.
- 1973: Oregon decriminalized possession of user amounts (less than 1 ounce of Marijuana) under House Bill 2936.
- 1986: Ballot Measure 5, written to legalize possession and manufacturing marijuana for personal use failed 74% to 26%.
- 1997: The Oregon Legislature via House Bill 3643 moved to recriminalize possession of user amounts, however through a referendum the bill did not go into effect.
- 1998: Measure 57 (referendum) sought to recriminalize possession of user amounts and failed 33% to 67%.
- 1998: Medical Marijuana became law under Ballot Measure 67, passing 55% to 45%. The intention was to provide medicine for the seriously ill (ie. Cancer, HIV patients). It was estimated that Medicinal Marijuana would be prescribed to about 1500 patients. The original bill allowed for a patient to possess 3 mature plants (plants that produce buds/flowers) and 4 immature plants (plants that have yet to yield buds/flowers), plus a patient was allowed to possess 3 ounces of usable marijuana.
- 2004: Measure 33 sought to amend the Medical Marijuana act by increasing patient possession amounts to 1-6 pounds, eliminating the limit of immature plants, and allowing for sales and creation of dispensaries. The measure failed 57% to 42%.

2005: Senate Bill 1085 modified lawful possession amounts for patients, caregivers and growers, in addition to other program modifications, to allow patients, caregivers and growers to possess up to 24 ounces of usable marijuana, 6 mature plants and 18 immature plants per patient.

2010: Measure 74 sought to establish a medical marijuana supply system and assistance and research programs, including legalizing the sales of marijuana. The measure failed 56% to 44%.

2012: Ballot Measure 80 sought to allow personal marijuana, hemp cultivation/use without a license and to create a commission to regulate commercial marijuana cultivation/sales. The measure failed 53% to 47%.

2013: House Bill 3460 passed through the Oregon legislature allowing for medical marijuana dispensaries.

Currently Unlawful

Marijuana is a Schedule II Narcotic in Oregon.

- | | |
|---|---------------------|
| 1. Unlawful Manufacturing of Marijuana: | Class B Felony |
| 2. Unlawful Possession of 4 or more ounces of Marijuana: | Class C Felony |
| 3. Unlawful Possession of 1 – 4 ounces of Marijuana: | Class B Misdemeanor |
| 4. Unlawful Possession of less than 1 ounce of Marijuana: | Violation of law |
| 5. Unlawful Possession of ¼ ounce or more of Hash Oil: | Class C Felony |
| 6. Unlawful Possession of less than ¼ ounce of Hash Oil: | Class B Misdemeanor |

Current Law

An Oregon resident possessing a Medical Marijuana Card-Patient, a Primary Caregiver to a patient or a Marijuana grower for a patient, may possess up to and not exceed the following limitations without violating law:

1. 18 Immature Plants: Up to 12 inches in Height and Width without any buds/flowers.
2. 6 Mature plants: Greater than 12 inches in Height and Width or producing buds/flowers.
3. 24 ounces of usable marijuana (usable marijuana includes Hash Oils): 24 ounces equals 1 ½ pounds. 1 ounce produces conservatively 30-35 joints/bowls/doses,

allowing for a patient to legally possess between 700-800 joints/bowls/doses at any one time.

Medical Marijuana Dispensaries House Bill 3460

The Rules Advisory Committee to the Oregon Health Authority (OHA) has completed its work. OHA is expected to finalize and produce the Administrative Rules governing Marijuana Dispensaries by the end of January 2014.

The intention of HB 3460 is to provide for safe access to medicinal marijuana for patients at a dispensary, similar to the traditional model of patients filling a prescription at a pharmacy. Unlike the traditional prescription model, there are no limitations on medical marijuana use other than renewing the medical marijuana card annually and possession amounts.

Dispensaries can only be located in areas zoned for commercial, industrial or mixed use or as agricultural land, and may not be located at the same address as a marijuana grow site. Additionally, dispensaries shall not be located within 1000 feet of the real property of each other or a public or private elementary, secondary or a career school attended primarily by minors.

Dispensaries are required to have security systems including video surveillance, alarms and safes. Marijuana provided at a dispensary must be tested for pesticides, molds and mildews meeting criteria set by the OHA.

A patient purchasing their medical marijuana from a dispensary, and a dispensary purchasing medical marijuana for a patient from a grower, may reimburse the grower or dispensary for the normal and customary costs of doing business, including costs related to transferring, handling, securing, insuring, testing, packaging and processing usable marijuana and immature marijuana plants and the cost of supplies, utilities and rent or mortgage.

Dispensaries are required to maintain an electronic data management system for the recording of transfers of medical marijuana including all sales to patients, much like any other business would maintain records of their business operation.

The OHA will begin receiving applications from dispensaries on Monday March 3, 2014. Following the OHA's review of the application, a license may be issued and the dispensary may begin operation. At no time prior to authorization from the OHA may a dispensary operate without violating the law.

All medical marijuana laws in Oregon prohibit the sale of marijuana for profit. All current statutes allow for reimbursement only.

The OHA was authorized funding by the Legislature of just over \$800,000 for two years to administer and inspect medical marijuana dispensaries in Oregon. This equates to two field inspectors and two support staff for the entire Oregon program.

Policy Response Options

On December 18, 2013, I attended a meeting in Oregon City designed to examine the medical marijuana dispensary regulations and for public officials to discuss possible policy response options. Health Officials, Law Enforcement Officials, District-Attorneys, City Attorneys and others were in attendance. Keynote speakers were the District Attorneys for Clackamas County and Lincoln County.

The meeting, in my opinion from observing the conversations, demonstrated the difficulty in deciphering what a sound legal position would be regardless of whether one is a proponent or opponent of marijuana. It is clear any jurisdiction choosing to enact local legislation prohibiting or controlling marijuana dispensaries will very likely face costly legal challenges with an uncertain outcome. Those jurisdictions which have a current business license structure in place prohibiting businesses from violating federal law likely have the best argument to prevent dispensaries, however that is not absolute.

Any jurisdiction choosing to weigh in on the current and future discussions of marijuana would work with their associated lobbyists such as the League of Oregon Cities, the League of Oregon Counties, etc. to influence movement within the legislature.

Expected Future

Law enforcement expects the Oregon Legislature in the near future to entertain adult recreational legal use of Marijuana. Looking forward, we are watching the experience in the States of Colorado and Washington as it is likely we in Oregon can expect a similar result. Depending on the source, the State of Colorado has experienced an increase in availability to teenagers, use and addiction, an increase in driving under the influence cases and Hospital emergency room visits as a result of marijuana intoxication. Other sources indicate just the opposite is true. It is presumably still too early to draw any final conclusions from the Colorado experience.

In the interim, with expected adult legalization we anticipate looking at prevention and enforcement policies similar to those in place regarding alcohol, which is legal with controls for sales, training, possession by minors, etc. coupled with strict enforcement of the law.

Attached:

1. Governor John A. Kitzhaber, MD, Memorandum to Secretary of State Kate Brown upon signing into law House Bill 3460.
2. Department of Justice, United States Attorney S. Amanda Marshal District of Oregon reiterating the eight federal priority areas related to enforcing federal Marijuana laws.
3. GIS Map of Corvallis delineating where Medical Marijuana Dispensaries may be located.
4. Oregon Health Department Medical Marijuana Program Statistics as of January 1, 2014.



JOHN A. KITZHABER, MD
Governor

August 14, 2013

The Honorable Kate Brown
Secretary of State
136 State Capitol
900 Court Street, NE
Salem, OR 97301

Dear Secretary Brown:

Today, I am signing enrolled House Bill 3460, which authorizes the Oregon Health Authority to establish procedures to license and regulate medical marijuana dispensaries. Nothing in this law protects the dispensaries, growers, caregivers or patients from federal prosecution. I have received many requests to veto this bill, but I am signing it after careful consultation with members of my staff as well as the Director of the OHA.

I understand the concerns opponents of HB 3460 have expressed, and share those concerns to a certain extent. I have asked the Director of the OHA to broadly engage all of the stakeholders, including law enforcement, when promulgating the rules regarding dispensaries. The bill itself does provide OHA with the authority to inspect and audit the financial records of the dispensaries, and I believe it will be critical to set fees for dispensaries that will provide sufficient funding to OHA so that they can be extraordinarily vigorous in their enforcement of the rules that are developed.

There are two main goals we wish to achieve: first, we want to ensure the overall safety of our communities through appropriate rules to license and regulate dispensaries and second, we want to allow the patients safe access to marijuana if they are eligible for treatment under the Oregon Medical Marijuana Program.

It is my hope that if these goals are not achieved under HB 3460 as written, that its sponsors will be open to fine-tuning the legislation in future sessions.

Sincerely,

A handwritten signature in black ink, appearing to read "John A. Kitzhaber".

John A. Kitzhaber, M.D.
Governor

LJR/smg



DEPARTMENT OF JUSTICE
United States Attorney S. Amanda M
District of Oregon

2

FOR IMMEDIATE RELEASE
THURSDAY, AUGUST 29, 2013
WWW.USDOJ.GOV/USAO/OR

CONTACT: SUE RUTLEDGE
PHONE: 503-727-1121
SUE.RUTLEDGE@USDOJ.GOV

**U.S. ATTORNEY AMANDA MARSHALL ISSUES STATEMENT REGARDING
TODAY'S MARIJUANA GUIDANCE FROM U.S. DEPARTMENT OF JUSTICE**

PORTLAND, Ore. – Marijuana poses a significant risk to public health and its cultivation, distribution, and possession remains illegal under federal law. The Department of Justice is committed to enforcing the Controlled Substances Act, and will use its limited investigative and prosecutorial resources to address the most significant threats posed by illegal drug trafficking.

Today's updated guidance memo from the Department reiterated eight priority areas related to enforcing federal marijuana laws:

1. Preventing the distribution of marijuana to minors;
2. Preventing revenue from the sale of marijuana from going to criminal organizations, gangs, and cartels;
3. Preventing the diversion of marijuana from states where it is legal under state law in some form to other states;
4. Preventing state-authorized marijuana activity from being used as a cover or pretext for the trafficking of other illegal drugs or other illegal activity;
5. Preventing violence and the use of firearms in the cultivation and distribution of marijuana;
6. Preventing drugged driving and the exacerbation of other adverse public health consequences associated with marijuana use;
7. Preventing the growing of marijuana on public lands and the attendant public safety and environmental dangers posed by marijuana production on public lands; and
8. Preventing marijuana possession or use on federal property.

Here in Oregon, federal prosecutors will remain aggressive when it comes to protecting these eight federal enforcement interests. That means exercising their prosecutorial discretion to investigate and prosecute individuals who infringe against any of these stated federal interests,

regardless of state law. Outside of these stated priorities, we will continue what we have been doing since the passage of the Oregon Medical Marijuana Act, relying on state and local authorities to address lower-level or localized marijuana activity through enforcement of their own narcotics laws.

Having looked at the marijuana cases we have prosecuted in this district in the past two years, including all of our open cases involving marijuana cultivation, delivery or possession, we can certify that every case involves at least one, and in most cases more than one, of the eight federal priorities. So, this really doesn't change anything for the way we do business at the U.S. Attorney's Office in Oregon.

The Department expects that states that have legalized the use of marijuana, whether for medical purposes or otherwise, will establish and enforce strict regulatory schemes that protect the eight federal interests identified in the Department's guidance. These schemes must be tough in practice, not just on paper. They must include strong, state-based enforcement efforts, backed by adequate funding. We will take a "trust, but verify" approach. In other words, as long as the state follows through in imposing strict controls regulating marijuana-related conduct, it is less likely that any of the Department's eight enforcement priorities will be threatened and federal action will be less necessary. But if any of the stated harms do materialize—either in spite of a strict regulatory scheme, or because of the lack of one—federal prosecutors will act aggressively to bring individual prosecutions and may challenge the regulatory scheme themselves.

###

Oregon Medical Marijuana Program Statistics

Flu is here but it's not too late to get the vaccine. Learn more...



Oregon Medical Marijuana Program Statistics

Statistics

Oregon Medical Marijuana Program data as of January 1, 2014. These data will be updated and posted on this website every quarter

Next update: April 1, 2014.

Please note, in a few instances, to protect the confidentiality of patients, the response given is "< 50." This practice is consistent with OHA policy and HIPAA requirements.

OMMP Statistics as of 1/1/14

Number of OMMP patients	50,297
Number of current OMMP caregivers	30,657
Number of Oregon-licensed physicians with current OMMP patients (MDs and DOs only)	1,574
Number of applications denied/rejected January 1, 2013 through December 31, 2013	1,654

Conditions*

*A patient may have more than one diagnosed qualifying medical condition.

Agitation related to Alzheimer's disease	78
Cachexia	1,156
Cancer	2,889
Glaucoma	1,031
HIV/AIDS	752
Nausea	9,322
Severe Pain	60,915
Seizures, including but not limited to epilepsy	1,540
Persistent muscle spasms, including but not limited to those caused by Multiple Sclerosis	16,265

Number of patient registrants per county (Oregon only)

Baker	208
Benton	600
Clackamas	4,434
Clatsop	576
Columbia	875
Cook	1,614
Crook	354
Curry	702
Deschutes	3,157
Douglas	2,248
Grant	87
Harney	87
Hood River	304
Jackson	7,173
Jefferson	294
Josephine	4,711
Klamath	964
Lake	113
Lane	6,510
Lincoln	957
Linn	1,688
Malheur	413
Marion	3,176
Morrow	75
Multnomah	10,502
Polk	860
Tillamook	504
Umatilla	579
Union	361
Wallowa	113
Wasco	394
Washington	4,344
Yamhill	1,038
Combined total patient cardholder count for Gilliam, Sherman, and Wheeler Counties*	80

*Note: To protect the confidentiality of patients, the responses for these counties have been combined. This practice is consistent with OHA policy and HIPAA requirements.

Corvallis City Council Meeting January 21, 2014

The following businesses are concerned about the recent lack of parking along their 4th Street frontage:

Advantage Accounting – Katrina Anderson, CPA

Corvallis Cat Care – Sharon Forster-Blouin, PhD, DVM

Corvallis Custom Kitchens & Baths – Brian Egan

Elizabeth Kerle, LAc – Licensed Acupuncturist

Five Element Acupuncture – Bonnie Arent Lorenz, Lac

Kirk Build – Joel Kirk

Northwest Mycological Consultants – Kim Kittredge

Samaritan Chiropractic - Edward Koen, DC

1. For the past 4 months, the parking spaces along the west side of the 600 block of 4th Street are consistently occupied by cars that park and stay for the day. Many of these cars are not patrons of the businesses concerned. The businesses are receiving complaints from their customers and are losing income.

2. The Corvalla Apartments are under new management as The Park on 5th Street. The newly renovated rentals are expected to attract higher income occupants. There are likely to be many more cars needing parking space than the current designated parking spaces can accommodate (77 spaces). The businesses mentioned above are concerned that there will be increasing parking pressure on the west side of 4th Street.

We feel that our current parking situation must be remedied immediately and that future parking congestion be considered as concerns the apartment renovations.

Oregon State University Zone Text Amendment

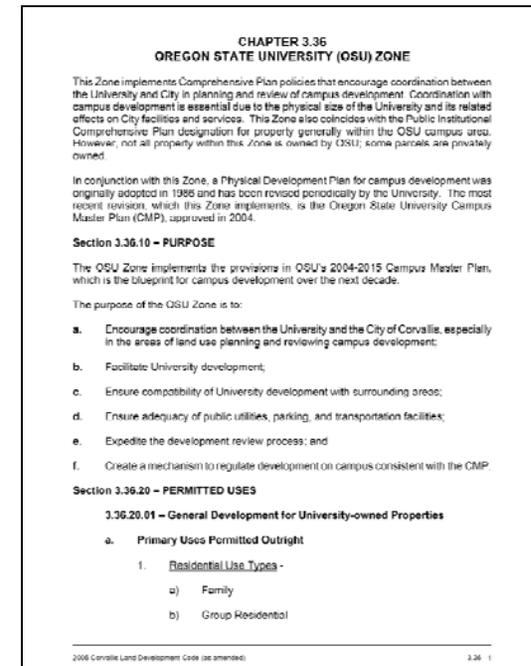
LDT13-00001

OSU Street Standards

ATTACHMENT E
Page 49-o

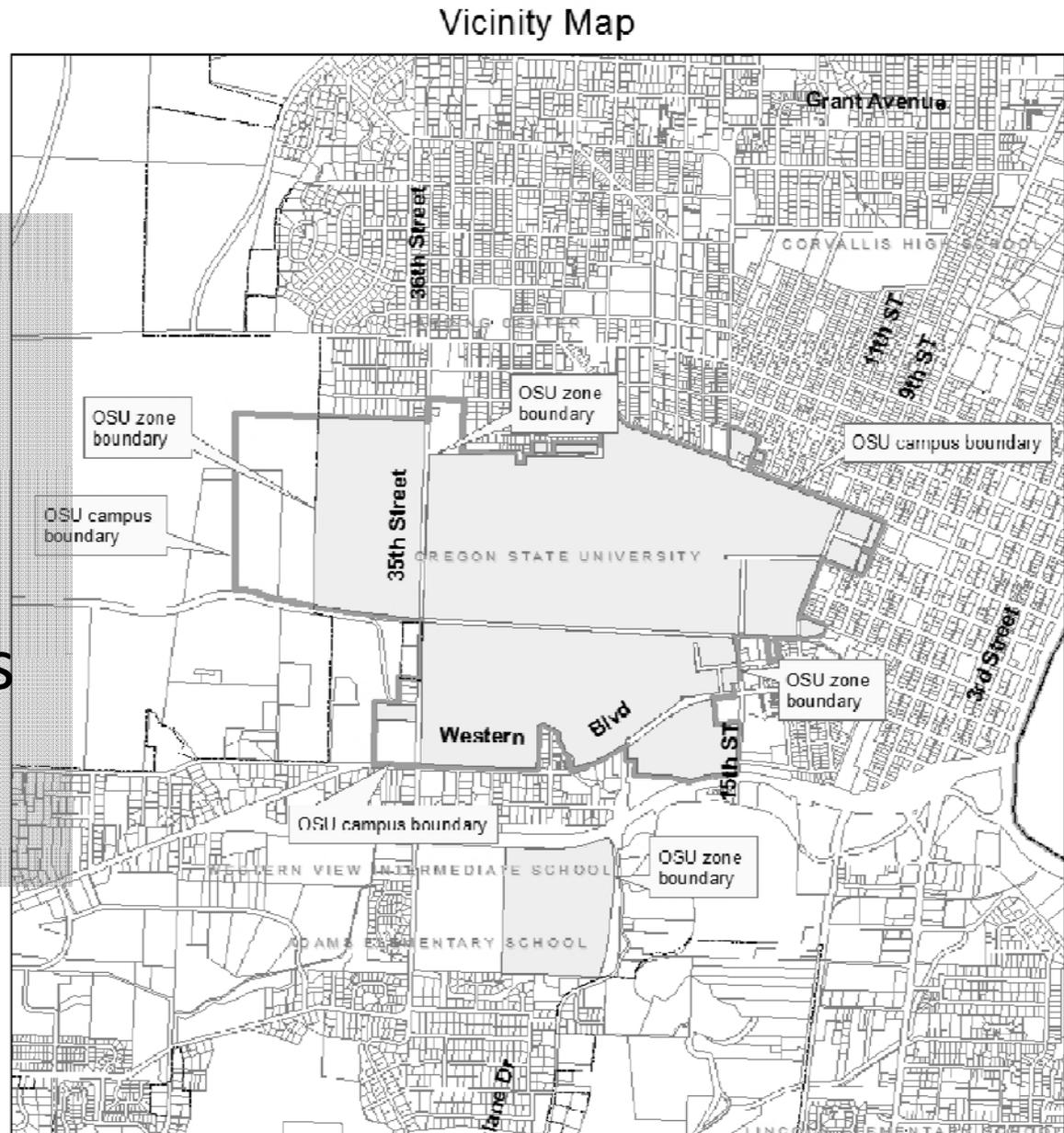
What?

- Revise Land Development Code Chapter 3.36 – OSU Zone
 - Specifically:
 - Development standards for streets located within OSU Zone
 - Associated development standards for vehicle travel lanes, pedestrian and bicycle facilities, and landscaping



Where?

- Text Amendment applies to OSU Zone only
- central Corvallis
- 536 acres



Specific Proposed Changes

- Section 3.36.20: New definitions specific to the OSU Zone, that help to clarify where, and in what situations, the new OSU Zone street standards apply. New term “OSU Street” and a map (Figure 3.36-3) which shows specifically where the new standards apply. Also terms created for “Sidewalks” and “Walkways” which are intended to distinguish between pedestrian facilities associated with public and private street improvements (“Sidewalks”), and those pedestrian facilities that directly serve “Development Areas”, providing access to and through and across open spaces and from parking areas (“Walkways”).
- Section 3.36.30: “Cleanup” of table 3.36-1, which relates to development on certain privately owned (not owned by OSU) parcels within the OSU Zone. The cleanup involves removal of parcels that have been acquired by OSU since the 2004 adoption of the CMP.
- Section 3.36.40: Revise existing language to address potential conflicts between the new OSU Zone street standards and existing requirements in LDC Chapters 4.0 (Improvements Required with Development), 4.1 (Parking, Loading and Access) and 4.2 (Landscaping, Buffering, Screening, and Lighting)
- Section 3.36.50: Addition of ‘walkways’ language to address new clarifications to pedestrian standards. The proposed new definitions in Section 3.36.20 and the OSU Street classifications in Section 3.36.60.18 are intended to differentiate between pedestrian improvements associated with streets and those that are not part of the street cross-section of improvements.
- Section 3.36.60:
 - 3.36.60.03: Clarification of how building setbacks are applied based on new term “OSU Street”. Removal of requirement that buildings be set back from internal pedestrian access ways.
 - 3.36.60.04: Clarification of how building orientation / entrance standards are applied based on new term “OSU Street”.
 - 3.36.60.05: Clarification of how ground floor window design requirements apply in relation to new term “OSU Street”.
 - 3.36.60.06: Expanded provisions for required street trees and other landscaping requirements, to be consistent with new OSU Street standards. Provides additional flexibility within the OSU Zone to vary from City-standard street tree requirements, and adds requirements for mitigation plantings where trees are not provided. Clarifies that parking lots shall be adequately screened per existing City standards, even in cases where parking areas abut private, OSU Streets.
 - 3.36.60.07: *no change*
 - 3.36.60.08: Clarifies that on-street parking is permissible based on the new OSU Street standards in certain locations.
 - 3.36.60.09: Establishes new differentiation between public street improvements and private, “OSU Street” improvements within the OSU Zone.
 - 3.36.60.10: Provides new flexibility to the Community Development Director, to administratively approve variations in the width and location of pedestrian facilities (Sidewalks and Walkways), to aid in preservation of existing Significant Trees, Historically Significant Trees, and to accommodate Historic Resources. Maintains minimum 5-ft. width for these pedestrian facilities. Clarifies extent of required pedestrian improvements based on new term “Development Area”. Establishes clear standard width for Multi-Use Paths (12-ft., 8-ft. in situations to aid in preservation of existing Significant Trees, Historically Significant Trees, and to accommodate Historic Resources). New internal pedestrian circulation standards (new definition: “Walkways”).
 - 3.36.60.11: Modification to site furnishing location standards to address new “Walkways” term.
 - 3.36.60.12 through 3.36.60.14: *no change*
 - 3.36.60.15: Modifies screening requirements for transformers and vaults, consistent with the OSU Zone landscaping and screening requirements.
 - 3.36.60.16: Modifies existing exterior lighting standards to be consistent with general exterior lighting standards in LDC Chapter 4.2, and to be consistent with existing pedestrian-area lighting standards for newly defined “Sidewalks” and “Walkways”.
 - 3.36.60.17: *no change*
 - 3.36.60.18: New OSU Street standards. Provides a classification system for streets in OSU Zone that are not publicly owned and maintained by the City of Corvallis, including design / construction standards for each class of “OSU Street”. New OSU Street classes include:
 - University Collector
 - Pedestrian Core
 - Sports Complex
- Section 3.36.70: New cross-reference to existing LDC Section 1.2.120 (Legal Framework) that highlights option available to applicants to submit rough proportionality report.
- Section 3.36.80 and 3.36.90: *no change*
- Finally, because of the addition of new OSU Street standards, Sections within the Chapter have been renumbered accordingly

Text Amendment - Applicable Criteria

Section 1.2.80 - TEXT AMENDMENTS

1.2.80.01 - Background

This Code may be amended whenever the public necessity, convenience, and general welfare require such amendment and where it conforms with the Corvallis Comprehensive Plan and any other applicable policies.

Public Necessity, Convenience and General Welfare

- Blanket application of City of Corvallis street construction standards to all streets on OSU campus leads to:
 - variable development patterns / inconsistent streetscape
 - conflicts with Historic Resources, Significant Vegetation and utility tunnels
 - high pedestrian volumes in certain areas (eg. Reser Stadium) require wider sidewalks, tree well protections for street trees

Why? (necessity, convenience)

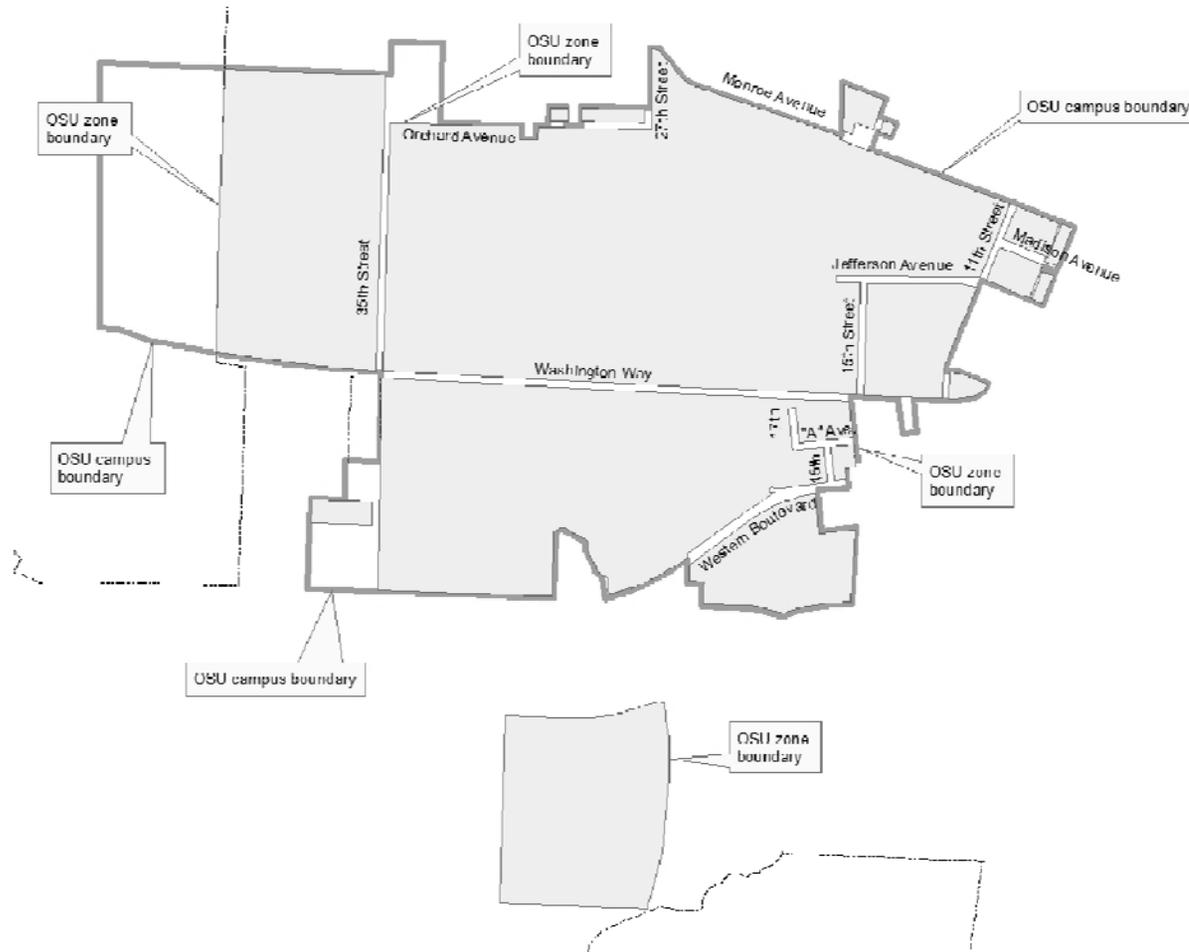
- Clarify difference between public rights-of-way and OSU-owned facilities (streets)
- Clearly define standards for OSU-owned streets and where they apply (*new map*)
- Improve implementation of pedestrian, bicycle and landscape standards as they relate to OSU streets or connect to them
- Provide flexibility
 - Limited scope for flexibility (preserve Historically Significant Trees, Significant Trees, address utility tunnel / tree planter conflicts)

Public vs. “Private” Streets

- Public Streets Right-of-Way (City of Corvallis)
 - 35th Street; Western Blvd. (*ARTERIAL*)
 - Monroe Ave.; Washington Way; Jefferson Ave. (*COLLECTOR*)
 - Madison Ave; Orchard Ave.; 11th St.; 15th St.; 16th St.; 17th St.; 27th St.; “A” Ave. (*LOCAL*)
- “Private” Streets
 - All Others within OSU Zone
 - Owned by State of Oregon
 - not within public right-of-way
 - physical improvements in undefined legal corridors on State-owned parcels

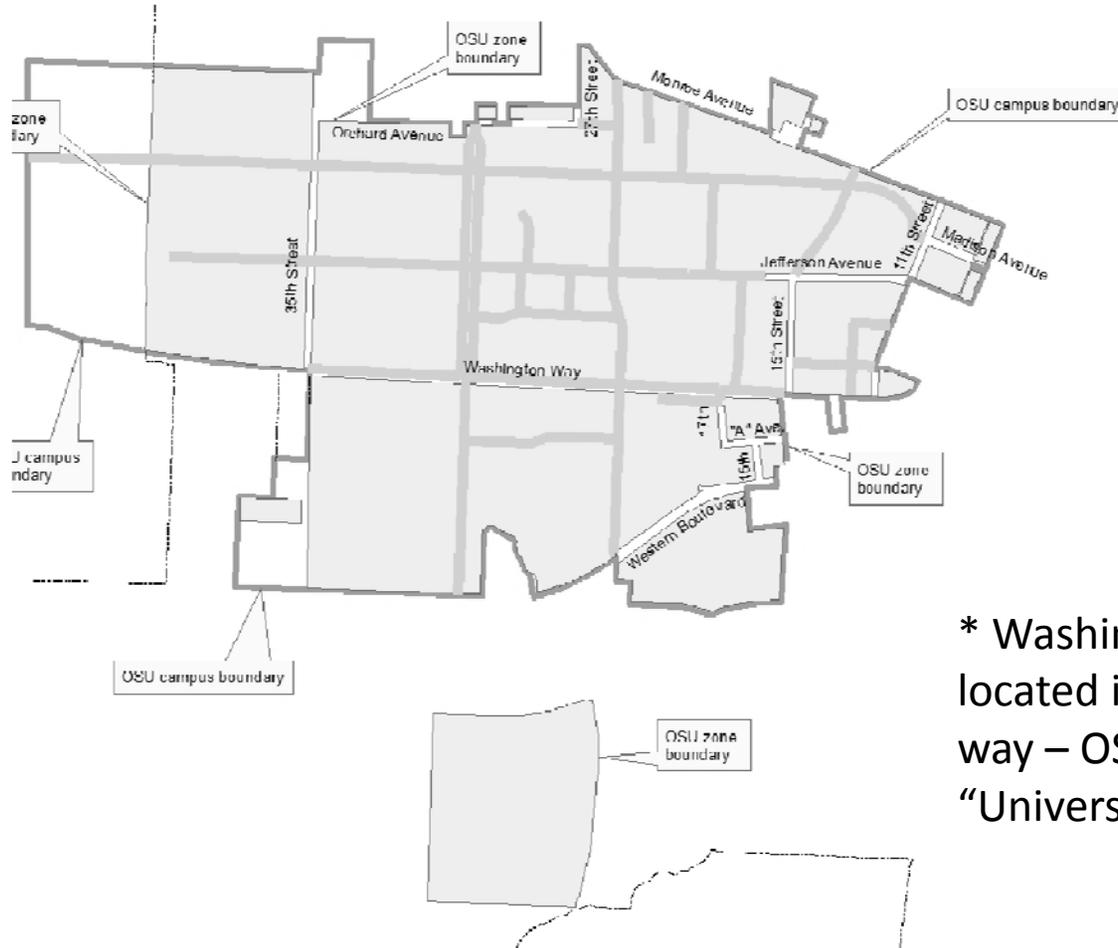
Public Streets

City of Corvallis Rights-of-Way appear as white corridors on this map



Proposed “OSU Streets”

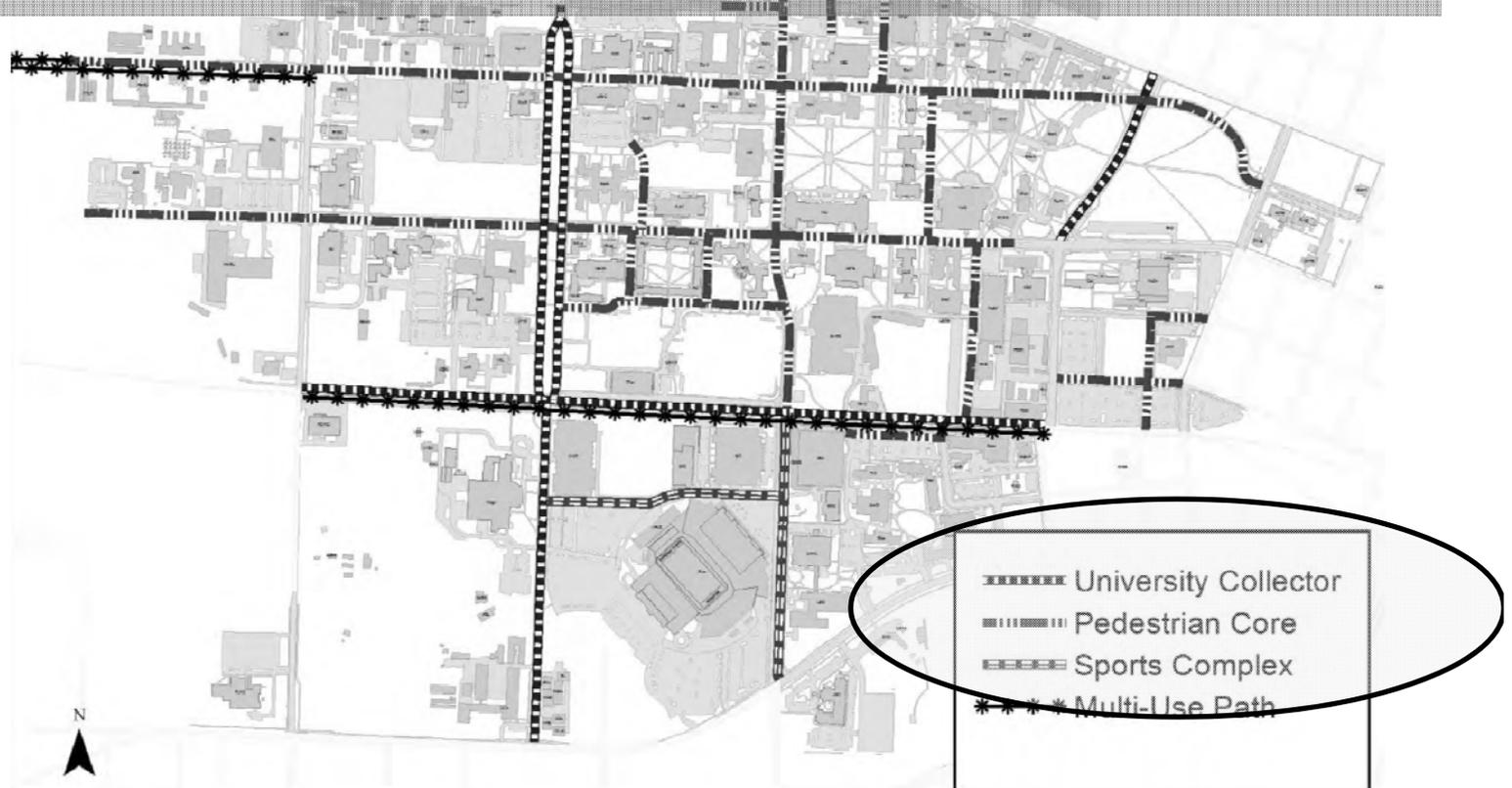
Streets under jurisdiction of OSU shown in blue*



* Washington Way is located in public right-of-way – OSU proposes a “University Collector”

OSU “Private” Streets

- New Figure 3.36-3
- Clearly defines where new standards apply



Specific Proposed Changes

- Section 3.36.20:
 - New definitions specific to the OSU Zone, that help to clarify where, and in what situations, the new OSU Zone street standards apply.
 - New terms including “OSU Street” and a map (Figure 3.36-3) which shows specifically where the new standards apply.
 - Also terms created for “Sidewalks” and “Walkways” which are intended to distinguish between pedestrian facilities associated with public and private street improvements (“Sidewalks”), and those pedestrian facilities that directly serve “Development Areas”, providing access to and through and across open spaces and from parking areas (“Walkways”).

Development Site

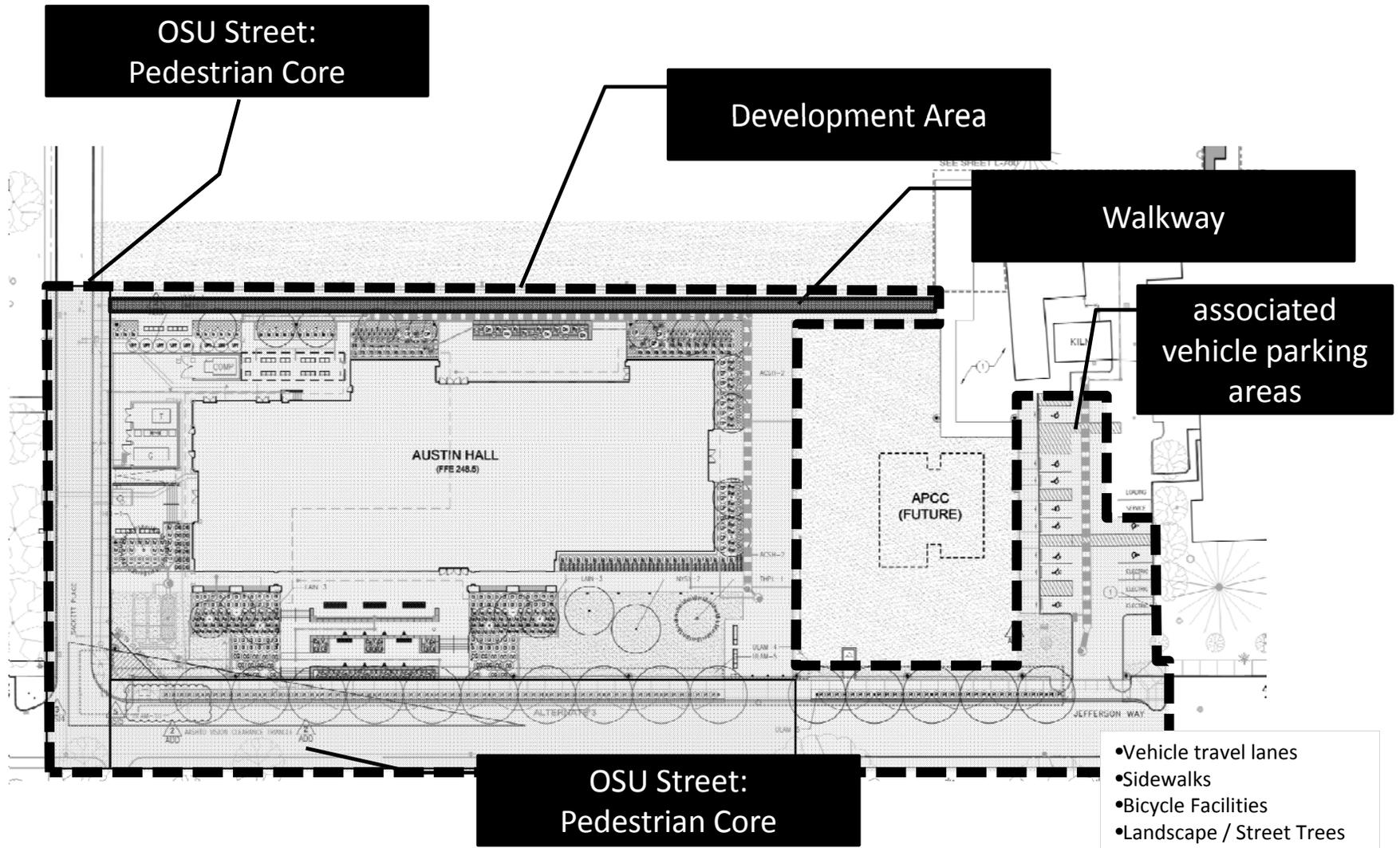
- **Current LDC Definition (Chapter 1.6):**
 - **Development Site** - Legally established lots, parcels, or tracts of land involved in a land use application or building/construction permit application. Sites that are occupied or capable of being occupied by a building or group of buildings including accessory structures and accessory uses, together with yards or open spaces, setback areas, and access as required by this Code.
- **Proposed OSU-specific definition (Chapter 3.36)**
 - OSU Zone overlays many large parcels of land (central campus parcel 170+ acres; many others 10+ acres)
 - “Development Area” . . .

Development Area

- Section 3.36.20 – Proposed New Definition

Development Area –The portion of land involved in a building/construction permit application or land use application. The Development Area shall include all of the following that are associated with the development: buildings, yards, open spaces, setbacks, ~~street frontage~~ Development Frontage, abutting parking areas, and access. The Development Area shall be indicated on a project site plan. Within Chapter 3.36, the Development Area definition supersedes the Development Site definition found in Chapter 1.6 and used elsewhere within this Code.

How Would These Stds. Be Applied?



Specific Proposed Changes

- Section 3.36.30: “Cleanup” of table 3.36-1, which relates to development on certain privately owned (not owned by OSU) parcels within the OSU Zone. The cleanup involves removal of parcels that have been acquired by OSU since the 2004 adoption of the CMP.

Specific Proposed Changes

- Section 3.36.40: Revise existing language to address potential conflicts between the new OSU Zone street standards and existing requirements in LDC Chapters 4.0 (Improvements Required with Development), 4.1 (Parking, Loading and Access) and 4.2 (Landscaping, Buffering, Screening, and Lighting)

Specific Proposed Changes

- Section 3.36.50: Addition of ‘walkways’ language to address new clarifications to pedestrian standards. The proposed new definitions in Section 3.36.20 and the OSU Street classifications in Section 3.36.60.18 are intended to differentiate between pedestrian improvements associated with streets and those that are not part of the street cross-section of improvements.

Specific Proposed Changes

- Section 3.36.60:
 - Bulk of the proposed changes related to development standards including the new OSU Street standards for:
 - University Collector
 - Pedestrian Core
 - Sports Complex
 - Pedestrian and landscape standards
 - Adjustments based on new terms for Walkways, Sidewalk and OSU Streets

Specific Proposed Changes

OSU Streets

- University Collector
 - Match City collector standards with flexibility for protection of Significant Vegetation and Historic Resources
- Pedestrian Core
 - Match City local street standards with similar flexibility
- Sports Complex
 - Match City local street standards with widened pedestrian routes for large pedestrian volumes
 - Street trees in wells

Specific Proposed Changes

- Section 3.36.70: New cross-reference to existing LDC Section 1.2.120 (Legal Framework) that highlights option available to applicants to submit rough proportionality report.
- Section 3.36.80 and 3.36.90: *no change*
- *Renumber all sections accordingly*

Text Amendment - Applicable Criteria

Section 1.2.80 - TEXT AMENDMENTS

1.2.80.01 - Background

This Code may be amended whenever the public necessity, convenience, and general welfare require such amendment and where it conforms with the Corvallis Comprehensive Plan and any other applicable policies.

Text Amendment - Applicable Criteria

- Supplemental Policies to Consider:
 - Statewide Planning Goals
 - Comprehensive Plan Policies
 - OSU Campus Master Plan Policies

Statewide Planning Goals

- Goal 1
 - Citizen involvement
 - Quasi-judicial public hearing to consider public comment
- Goal 2
 - Land Use Planning
 - Implements Comprehensive Plan through changes to Zoning ordinance
- Goal 11
 - Public Facilities
- Goal 12
 - Transportation
 - Ensures continued provision of vehicle, bicycle, and pedestrian facilities in the transportation system while providing flexibility to preserve unique character of OSU campus

Comprehensive Plan Policies

- Article 13 – Special Areas of Concern

13.0 Background

Some areas in Corvallis have such a significant impact on the City as a whole that they warrant special attention and consideration and thus are addressed separately in this Article. These areas are currently Oregon State University, downtown Corvallis, west Corvallis, and south Corvallis.

- 13.2.2

- City and University work together to assure compatibility between land uses..surrounding and within the main campus

Comprehensive Plan Policies

11.2.1

The transportation system shall be planned and developed in a manner which contributes to community livability, recognizes and respects the characteristics of natural features, and minimizes the negative effects on abutting land uses.

Comprehensive Plan Policies

11.6.10

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.

OSU Campus Master Plan Policies

2.5.12

Encourage preservation of the historic street grid and usability of the street system with new development organized to create usable open spaces that facilitate ease of pedestrian and vehicular movement.

OSU Campus Master Plan Policies

2.7.8

- **Establish a pedestrian network of paths and sidewalks for safe and convenient access to sites on and off campus.**

2.7.9

- **Develop a campus-wide bicycle route system that uses a combination of on-street bike lanes and off street multi-use paths.**

2.7.10 (not cited by applicant)

- **Preserve the existing open space character of the lower campus and quads. These open spaces are an important historical element in the system established by the 1909 Olmsted Brothers plan (Chapter 1).**

OSU Campus Master Plan Policies

6.1.12

Continue to maintain the transportation system of streets, roads, paths, sidewalks, and bicycle lanes for safety and good operating conditions.

November 20, 2013, Planning Commission Recommendation

- Approve text amendment as originally proposed, with revisions presented at November 20, 2013, public hearing
 - **as presented in EXHIBIT A to City Council staff report**

Staff and Planning Commission Findings

- Proposed amendments meet criteria for “public necessity, convenience and general welfare”
- Proposed amendments are supported by applicable Statewide Planning Goals, Comprehensive Plan Policies and OSU CMP Policies
 - Preserves expected facilities for vehicle, bicycle and pedestrian circulation within street cross section
 - Allows flexibility in locating sidewalks / planter strips / street trees to address conflicts with Significant Vegetation, Historic Resources, and utility tunnels

Recommended Motion – Page 2 of City Council Staff Report

- Option # 1:
 - Approve changes to OSU Zone as recommended by the Planning Commission

OSU STREET STANDARDS – PROPOSED LDC TEXT AMENDMENT

Good evening. I am Rebecca Houghtaling, Senior Planner at OSU. Thank you for the opportunity to share with you background on OSU's proposed land development code text amendment and explain how it would address the special circumstances surrounding OSU's historical development patterns and the high volumes of pedestrians and bicyclists on campus.

As indicated in the application and memorandum dated January 14, 2014, the proposed text amendment will allow for variation in the locations of standard public street components. OSU will continue to provide the fundamental elements of a standard public street for vehicles, bicycles, pedestrians, and street trees. OSU is requesting the text amendment because with over twenty-eight thousand students, staff, and visitors on campus, the OSU Zone functions differently than the residential areas of Corvallis.

1. Oregon State University's campus is based on the *1909 Olmstead Plan*, which sought to create symmetry through building design and connectivity through the use of sidewalks and paths.
2. The plan laid out the main campus in a grid pattern with buildings oriented along tree-lined streets. The University's subsequent physical development plans have furthered this design element.
3. The local streets within campus function differently than local streets in other parts of Corvallis. In the early 1960s, vehicular through-traffic was restricted from the campus core, and the streets primarily serve pedestrians, bicycles, public transit, and service and emergency vehicles.
4. The pedestrian-oriented design of campus is intended to enhance OSU's character, and foster safe, convenient movement, especially during peak pedestrian-use periods such as class change and special events.
5. OSU's campus development began over a hundred years ago, and many of the existing streets do not comply with City standards. Most of the streets on campus are private; however, *Chapter 4.0 – Improvements Required with Development* dictates all streets, regardless of ownership, be upgraded to city standards with new construction or significant remodels.

OSU STREET STANDARDS – PROPOSED LDC TEXT AMENDMENT

6. New construction projects bring the adjacent street frontage into compliance with City standards; however, the result is frequently the creation of a haphazard pattern of sidewalks, street trees, and landscape strips. A particularly jarring example is the Native American Longhouse, which was required to move the existing sidewalk six (6) feet from the curb along the building frontage, in a block that otherwise has curbside sidewalks on both sides of the street. The Native American Longhouse was an infill project between a Designated Historic Resource and a Highly Protect Significant Vegetation Area. The remainder of the block is unlikely to ever be redeveloped due to the historic and natural feature protections in the City’s Land Development Code. This leaves OSU with an inconsistent streetscape in one of the most visible and highly trafficked locations on campus.
7. There are also practical reasons for requesting a Land Development Code text amendment. OSU’s main steam line distribution system, high-voltage power, and telecommunications are located in underground tunnels directly beneath sidewalks. The relocation of these sidewalks would also require the relocation of the tunnels below, which is practically impossible due to the extent of alterations that would be necessary to the underground utilities, the connections to the buildings, and this would necessitate the removal of large-canopy trees in many locations. Also, it is not possible to develop planting strips, especially with street trees, over or adjacent to the existing tunnels.
8. Since adoption of the *1909 Olmstead Plan*, OSU has recognized both the practical and aesthetic benefits of installing sidewalks and plantings adjacent to campus streets. With the text amendment, OSU will continue to provide sidewalks, planting strips, and bike lanes on private streets within the OSU Zone. Furthermore, the proposed text amendment does not modify the City’s minimum dimensional standards for vehicle travel lanes, bike lanes, or sidewalks. Rather it would allow the University to place those elements in locations that complement the historic campus grid pattern, protect mature trees, and are feasible given the location of utility infrastructure.
9. Section 1.2.80.01 – Background states the Land Development Code may be amended whenever the **public necessity, convenience, and general welfare require such amendment** and **where it conforms with the *Corvallis Comprehensive Plan* and any other applicable policies** (e.g., Oregon Statewide Planning Goals, *OSU Campus Master Plan*).

These items will be covered in the following slides.

10. Public Necessity, Convenience, and General Welfare

Currently, portions of campus cannot be brought into compliance with the existing code without negatively impacting the historic structures and quads in the OSU National Historic District. The high pedestrian volume on the main campus necessitates a deviation from the City’s current standard to ensure the long-term maintenance of safe, universally accessible, streetscapes within the OSU Zone. As noted in the Staff Report, the Corvallis Comprehensive Plan lists OSU as a “Special Area of Concern” (Article 3) – and doing so supports the idea that one-size-fits-all street construction standards are not appropriate given the differences in numbers of pedestrians and bicyclists and lower vehicle speeds. A text amendment creating OSU Zone specific street standards is a public necessity to address safety concerns.

11. Planning and District Standards

Corvallis Comprehensive Plan includes policies

- *“to develop more specific development standards” and “revise the Land Development Code to ensure conformance with the new development standards”* (3.2.5) and
- *“to remove obstacles to, and encourage, pedestrian-friendly development in all districts”* (10.2.15)

The requested text amendment complies with these policies as the proposed dimensional standards and sidewalk locations are based on campus’s unique development form and are focused on eliminating barriers to the installation of pedestrian and bicycle facilities within the OSU Zone. The proposed text amendment will allow sidewalks to be placed in locations that encourage pedestrian accessibility when they are constructed with new development or redevelopment projects.

12. Planning and District Standards - continued

Corvallis Comprehensive Plan indicates

- the city should *“consider the level and type of public facilities... for various densities and types of urban land uses”* ^(10.2.5)
- *“public facilities and utilities shall be based on actual needs”* ^(10.2.6) and
- Facilities shall have *“Uniform construction standards”* ^(11.2.13)

The proposed text amendment is consistent with these polices because, with over twenty-eight thousand people on campus, the OSU Zone needs different pedestrian facilities than the typical residential areas of Corvallis. The proposed standards were developed following a comprehensive inventory of existing campus transportation facilities and analysis of current deficiencies and site constraints. Furthermore, the text amendment does not alter the City of Corvallis Construction Standards; in fact, OSU is proposing additional mitigation planting requirements (as noted on page 12 of staff report).

13. Pedestrian Facilities

Corvallis Comprehensive Plan states

- *New development and redevelopment projects shall...provide convenient, useful, and direct pedestrian facilities.* ^(11.6.4)
- And that *“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.”* ^(11.6.10) and
- *“bicycle facilities shall be physically separated from pedestrian facilities.”* ^(11.5.10)

Many streets on campus date back to the early part of the 20th Century, and they have very narrow street profiles. Upgrading these facilities to current city standards would negatively impact Historic Resources like the quads and buildings. Also, most streets in the OSU Zone are classified as locals, and the existing city standards don't allow bike lanes on these facilities given there typically lower volume of traffic. However, the volume of bikes on an OSU street is considerably higher, and OSU is proposing to allow for bike lanes and contra-flow bike lanes. The proposed text amendment has been developed to provide safe, useful, direct pedestrian and bike connections throughout campus.

14. Street Trees

Corvallis Comprehensive Plan encourages

- “the use of large-canopy trees” (5.3.3) and
- States that transportation systems shall be planned and developed in a manner which “recognizes and respects the characteristics of natural features” (11.2.1)

For local streets, the proposed text amendment allows for curbside sidewalks with planting strips located between the sidewalk and adjacent buildings. Locating the planting strip between the sidewalk and building provides a larger planting area, which is necessary for the healthy growth of large-canopy trees. The large scale of buildings within the OSU Zone warrant the use of large-canopy trees.

15. The application submitted to the City includes a section on compliance with Oregon Statewide Planning Goals – but due to time constraints I’m going to skip to reviewing compatibility with the *OSU Campus Master Plan*.

The proposed text amendment is consistent with *OSU Campus Master Plan* policies including, but not limited to, the following:

- (1) encourage the preservation of the historic street grid and usability of the street system,
- (2) expand walkways that do not adequately accommodate pedestrian traffic
- (3) develop a campus-wide bicycle route system that uses a combination of on-street bike lanes and off-street multi-use paths
- (4) provide for the construction and maintenance of multi-modal transportation facilities, and
- (5) ensure future development is consistent with the City of Corvallis Comprehensive Plan and Land Development Code.

The proposed text amendment is based on policies within the *OSU Campus Master Plan* and is responsive to the genuine need for an OSU Zone specific solution to the replacement and upgrade of all modes of transportation facilities within campus.

OSU STREET STANDARDS – PROPOSED LDC TEXT AMENDMENT

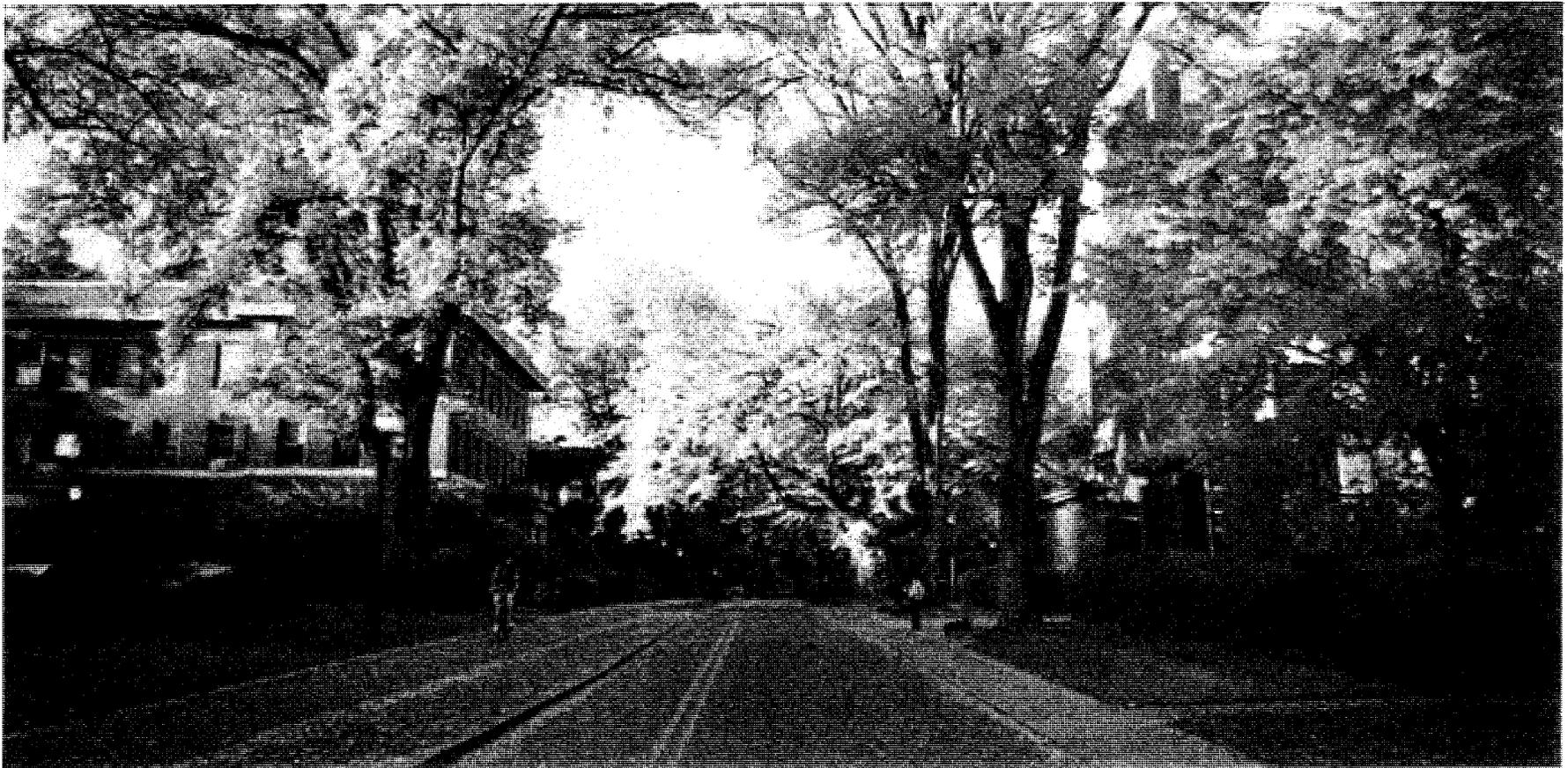
16. The proposed text amendment includes dimensional standards for three different types of streets: University Collector, Pedestrian Core, and Sports Complex. The proposed standards for vehicle travel lanes, bike lanes, and sidewalks are comparable to the existing language in the LDC. The difference is the proposed language allows for flexibility in the location and size of the designated tree planting area. The amendment would not alter the City's street standards in any other zone or the public streets within the OSU Zone. Rather, it would create standards for the OSU Zone that complement the historic development patterns in the core of campus while respecting the city's standards along the campus boundary.

The proposed text amendment is consistent with applicable City of Corvallis Comprehensive Plan policies, Statewide Planning Goals, and OSU's Campus Master Plan policies and the Transportation Improvement Plan (TIP). Furthermore, the text amendment will protect significant street trees and resources in the OSU National Historic District while facilitating the construction of pedestrian and bicycle facilities specific to the high pedestrian volume on campus. This is consistent with the framework established by the *1909 Olmstead Plan*.

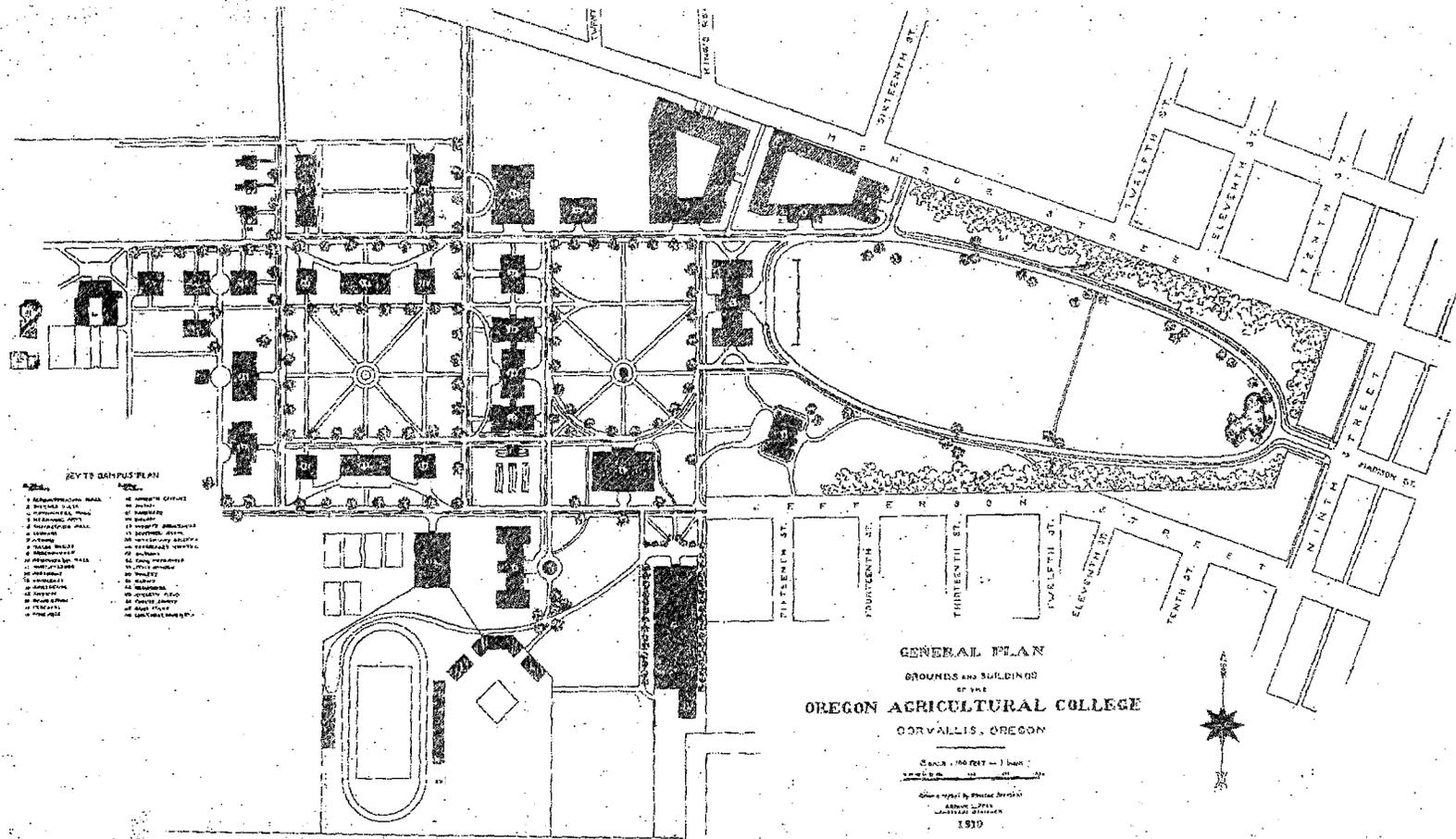


OSU Zone Street Standards LDC Text Amendment (LDT13-00001)

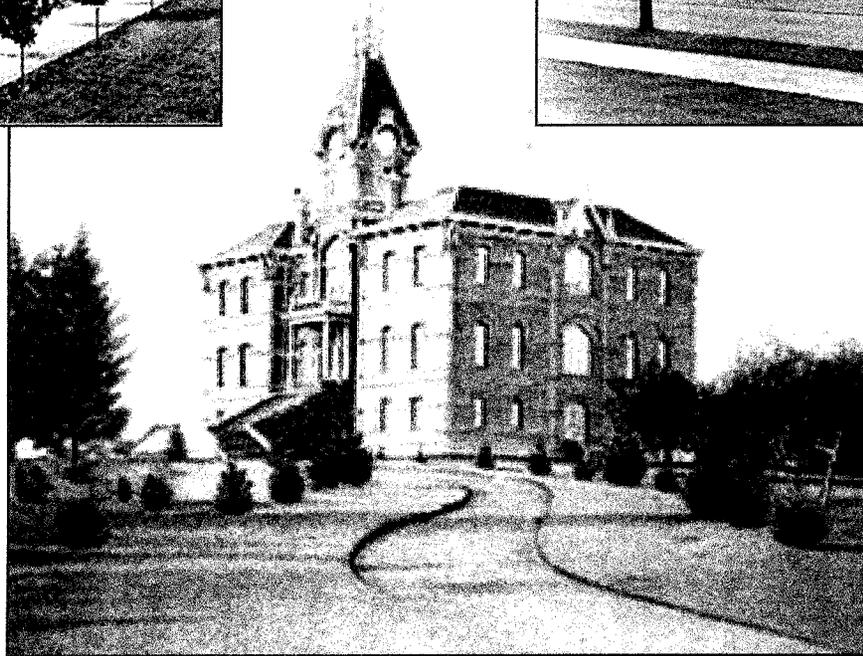
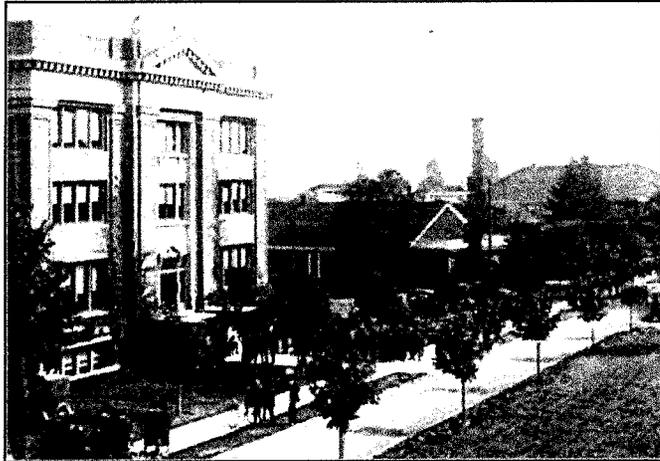
City of Corvallis City Council, January 21, 2014



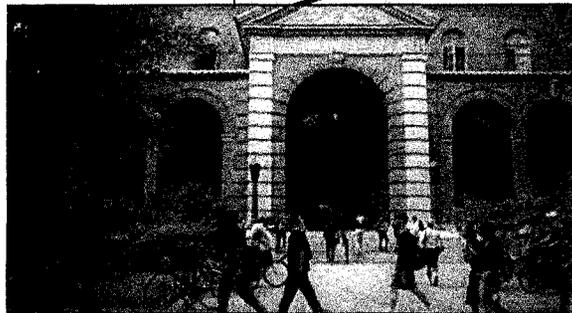
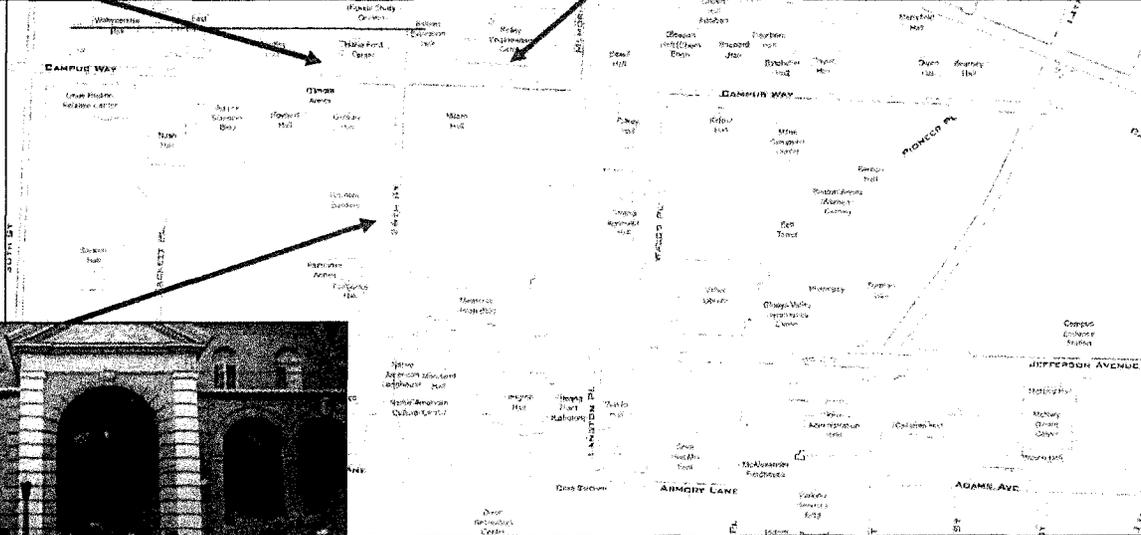
Oregon State University - circa 1909



Historic OSU Streetscapes



Restricted Vehicular Access



January 21, 2014

Pedestrian Emphasis on Campus Streets



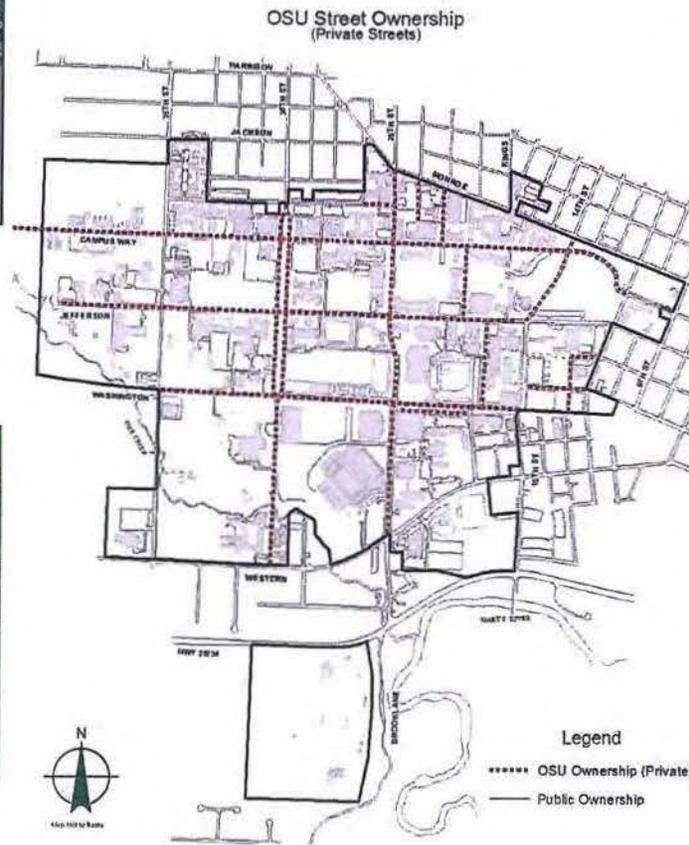
January 21, 2014

Non-Compliant Streets in OSU National Historic District



Jefferson Way

30th Street

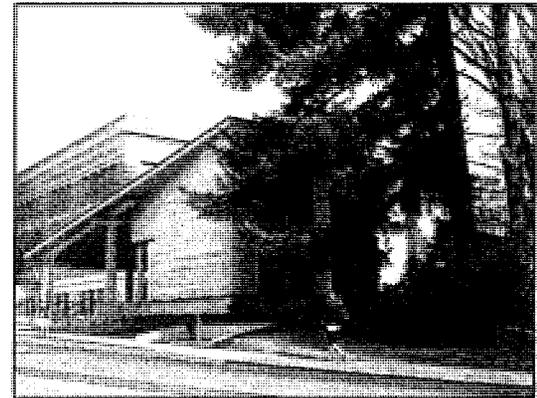
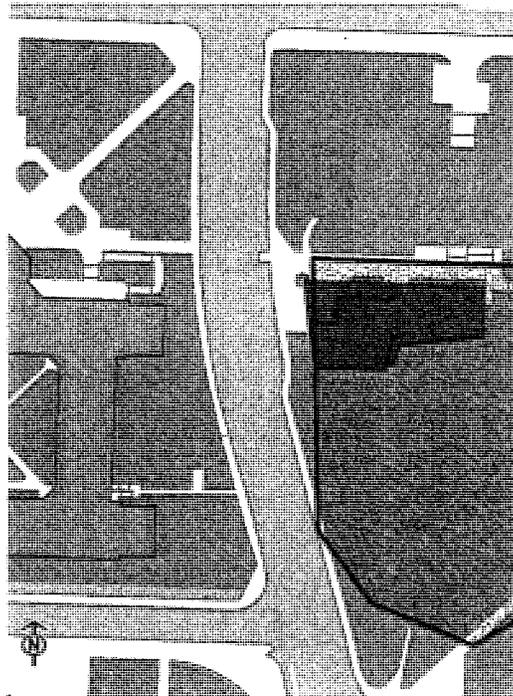
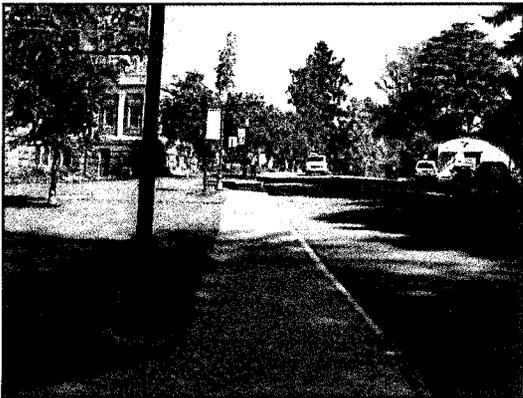
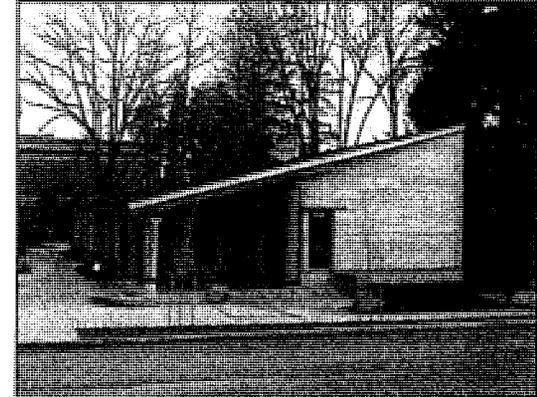
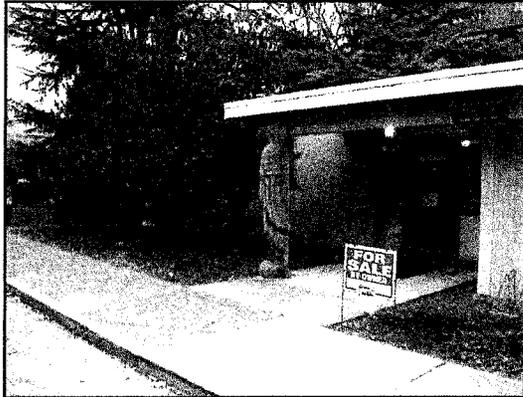


Waldo Place

Campus Way



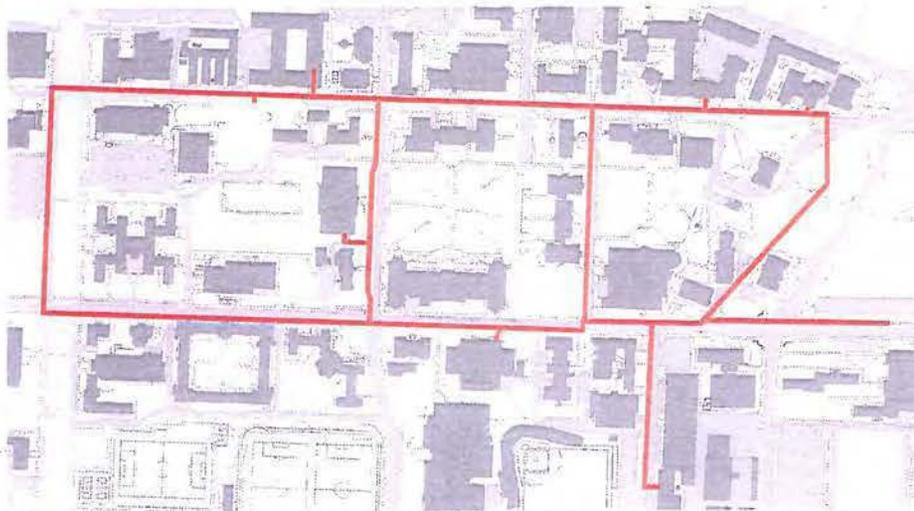
Native American Longhouse



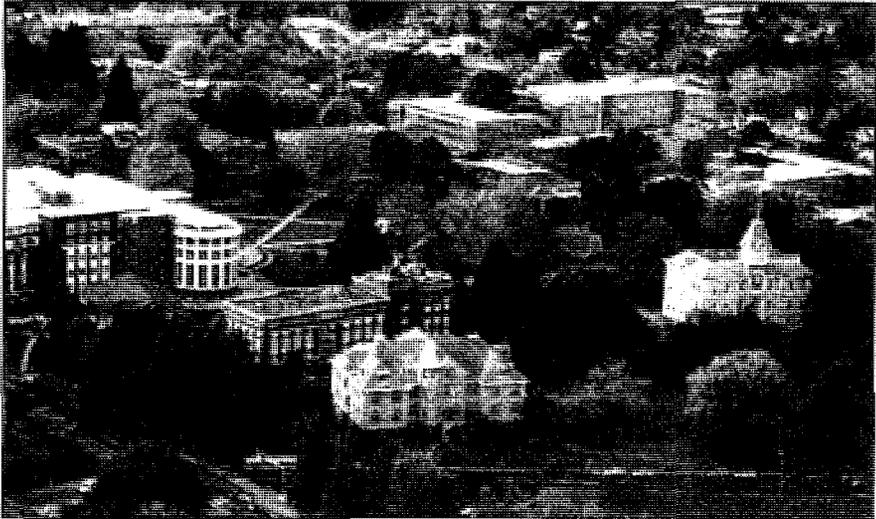
January 21, 2014

6

Infrastructure Tunnel



Campus Streetscapes



January 21, 2014

Land Development Code – Text Amendment Criteria

SECTION 1.2.80 – TEXT AMENDMENTS

1.2.80.01 - Background

This Code may be amended whenever **the public necessity, convenience, and general welfare** require such amendment and **where it conforms with the Corvallis Comprehensive Plan and any other applicable policies.**

1.2.80.02 - Initiation

An amendment may be initiated through one of the following methods:

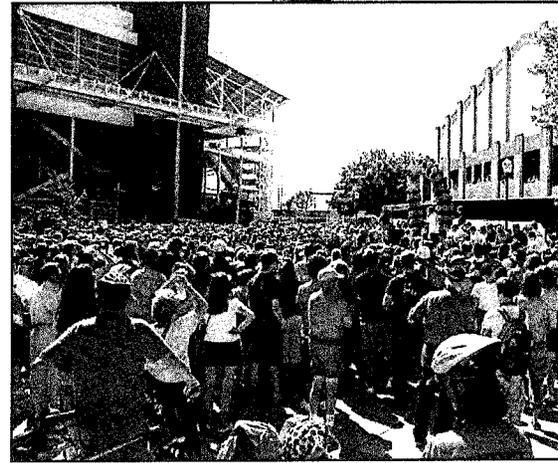
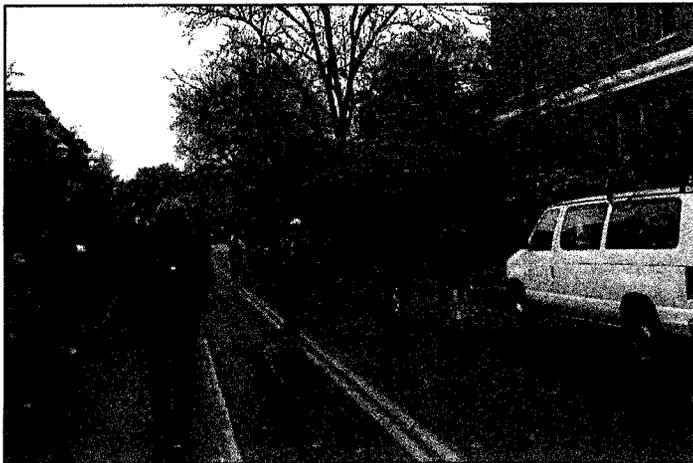
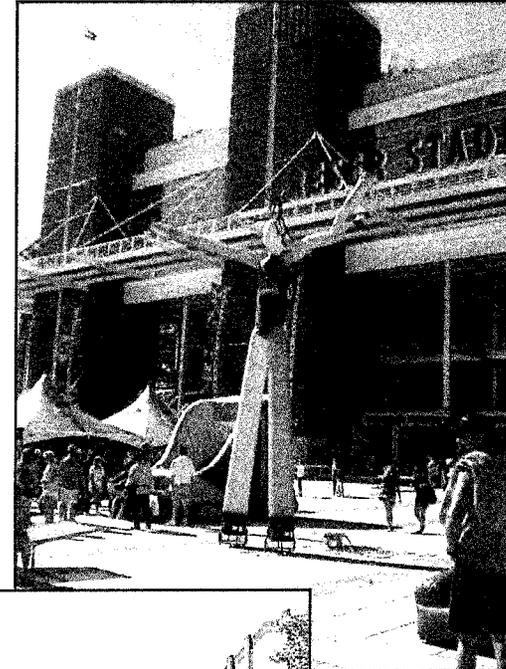
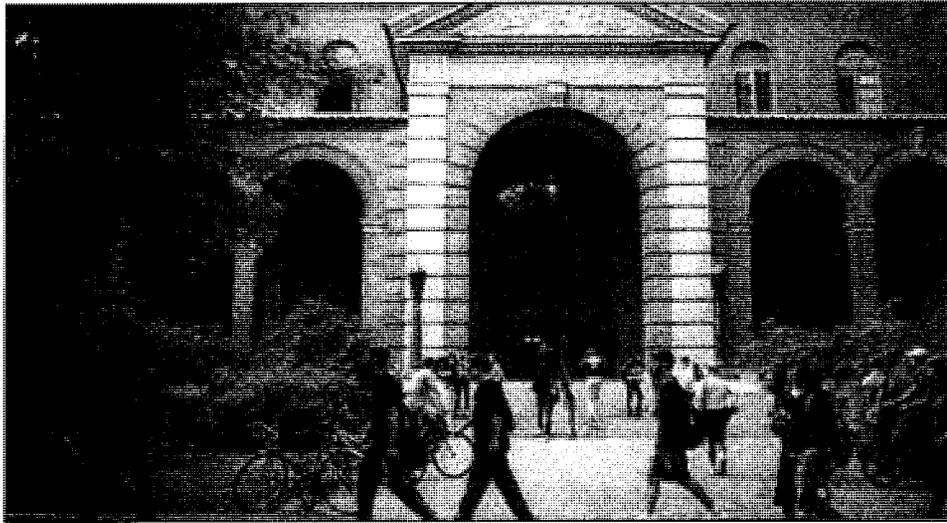
Majority vote of the City Council; or

Majority vote of the Planning Commission.

1.2.80.03 - Review of Text Amendments

The Planning Commission and City Council shall review proposed amendments in accordance with the legislative provisions of Chapter 2.0 - Public Hearings.

Public Necessity, Convenience, and General Welfare



Compliance with *Corvallis Comprehensive Plan Policies*

PLANNING AND DISTRICT STANDARDS

- 3.2.5 The City shall implement a process **to develop more specific development standards** or design guidelines that closely represent the vision of Corvallis as expressed by its citizens. These standards or guidelines may address such items as: the effective use of building mass; orientation to the street; landscaping; and the placement of windows, doors, porches, and other architectural elements. Upon completion, the City shall **revise the Land Development Code to ensure conformance with the new development standards** or design guidelines.
- 10.2.15 The City shall review and revise existing public utility and infrastructure standards, regulations and procedures **to remove obstacles to, and encourage, pedestrian-friendly development in all districts.**

Compliance with *Corvallis Comprehensive Plan* Policies

PLANNING AND DISTRICT STANDARDS

- 10.2.5 The City shall consider the **level and type of public facilities** that can be provided when planning **for various densities and types of urban land uses**.
- 10.2.6 The type, location, and phasing of **public facilities and utilities shall be based on actual needs**, desired levels of service, cost-effectiveness, and/or property owner willingness to pay for infrastructure.
- 11.2.13 **Uniform construction standards** which accommodate all transportation modes shall be maintained for the City's transportation system.



Compliance with *Corvallis Comprehensive Plan* Policies

PEDESTRIAN AND BIKE FACILITIES

- 11.6.4 **New development and redevelopment projects** shall encourage pedestrian access by **providing convenient, useful, and direct pedestrian facilities.**
- 11.6.10 **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.**
- 11.5.10 When economically feasible, **bicycle facilities shall be physically separated from pedestrian facilities.**

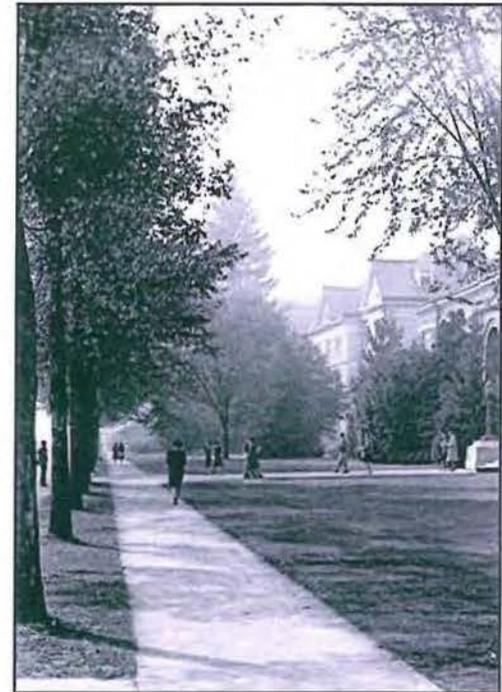


Compliance with *Corvallis Comprehensive Plan* Policies

STREET TREES

5.3.3 The City shall **encourage the use of large-canopy trees.**

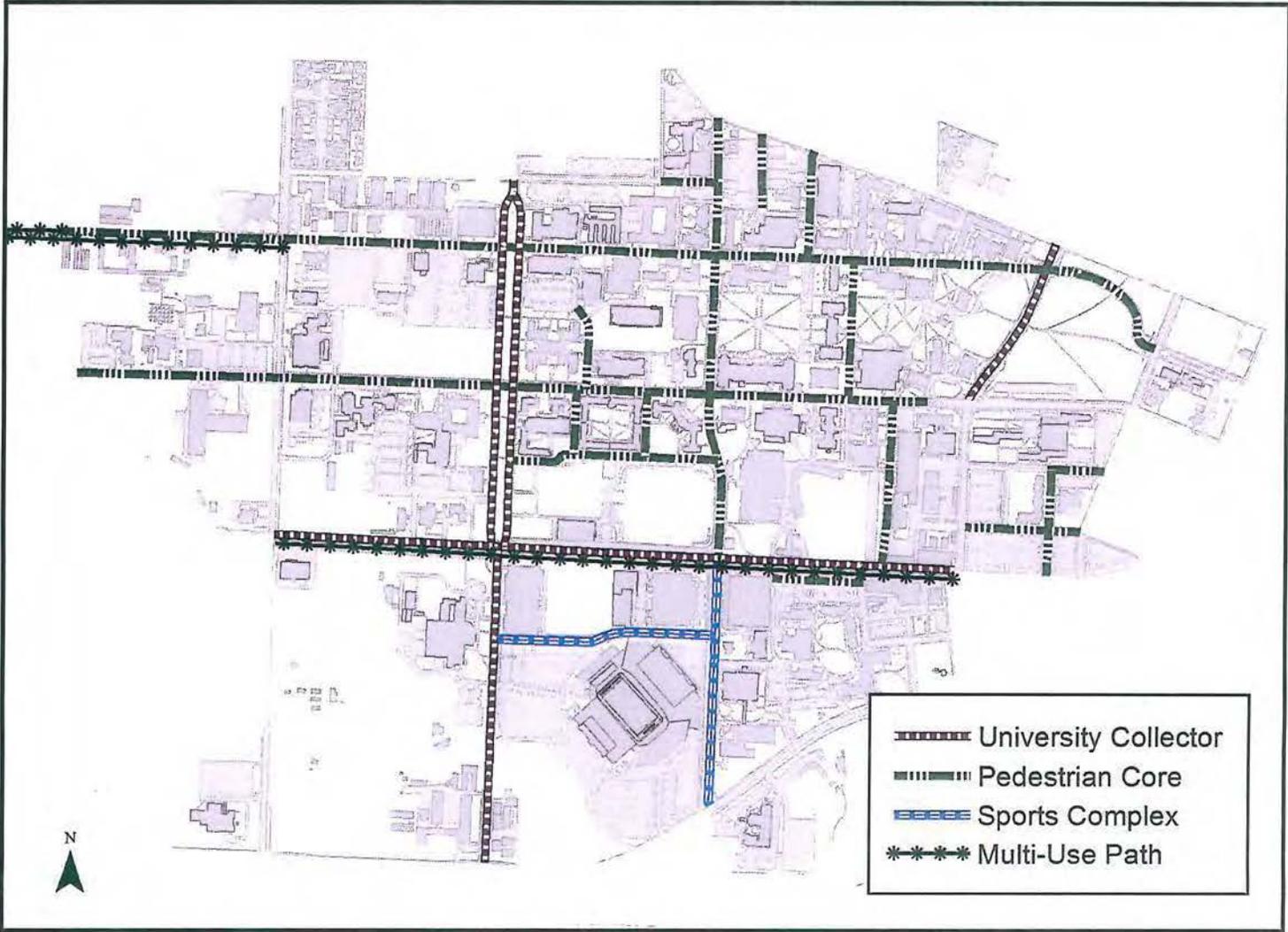
11.2.1 The transportation system shall be planned and developed in a manner which contributes to community livability, recognizes and **respects the characteristics of natural features**, and minimizes the negative effects on abutting land uses.



Compliance with *OSU Campus Master Plan* Policies

- 2.5.12 Encourage preservation of the historic street grid and usability of the street system with new development organized to create usable open spaces that facilitate ease of pedestrian and vehicular movement.
- 2.7.7 Repair and/or replace unsightly and unsafe walkway surfaces, and expand walkways that do not adequately accommodate pedestrian traffic.
- 2.7.9 Develop a campus-wide bicycle route system that uses a combination of on-street bike lanes and off-street multi-use paths.
- 6.1.4 Consider improvements to sidewalks, multi-use paths, on-street bicycle lanes, street alignments, intersections, turn lanes, and road striping as part of the physical developments of campus, constructing the improvements as needed or as conditions warrant.
- 2.5.1 Ensure that all future development is consistent with the City of Corvallis Comprehensive Plan, Land Development Code, and other adopted local plans (e.g., utility, transportation, etc.).

Proposed Streets



**AIRPORT COMMISSION
MINUTES
January 7, 2014
DRAFT**

Present

Rod Berklund, Chair
Lanny Zoeller, Vice-Chair
Louise Parsons
Todd Brown
Bill Dean
Douglas Warrick
Bill Gleaves
Paul Woods
Biff Traber, Council Liaison

Staff

Dan Mason, Public Works
Lisa Scherf, Public Works

Visitors

Ty Parsons
Jack Mykrantz
Eric Dapp
Rick Phelan

Absent

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Call Meeting to Order, Introductions	X		
II. Review of November 5, 2013 Minutes			Approved
III. Visitor Comments	N/A		
IV. Old Business • None	N/A		
V. New Business • Dapp Hangar Land Lease			Approved
VI. Information Sharing • Update on the Airport Industrial Park • Update on the Airport • Update on the City Council • Monthly Financial Report	X X X X		

CONTENT OF DISCUSSION

I. Open Meeting, Introductions

Chair Berklund called the meeting to order and those present introduced themselves.

II. Review of Minutes

Commissioner Brown moved to approve the November 5, 2013 minutes; Commissioner Zoeller seconded the motion and the minutes were approved unanimously.

III. Visitor Comments

None.

IV. Old Business

None.

V. New Business

Dapp Hangar Land Lease

Chair Berklund reported that the Airport Design Review Committee met to review this and has recommended supporting the proposal. He also noted that this is still in the conceptual stage and that there will be further design reviews that staff will see. Commissioner Zoeller noted that the setback of the proposed hangar from the access road is not as far back as the Lowther building, which could impact a future entrance to the Airport. The entrance won't look symmetrical because of the differing distances. Commissioner Brown asked if the different setback will hamper the ability to widen the access road. Staff responded that it wouldn't since the alignment is in accordance with the newly updated Airport Master Plan. Staff reviewed minor changes made to the lease terms from the last hangar lease, which was for Richard Hand. **Commissioner Zoeller moved to recommend approval of the lease; Commissioner Woods seconded the motion and the lease approval was recommended unanimously.**

Chair Berklund reviewed the list of Airport Commission subcommittees and updated the membership of those subcommittees.

VI. Information Sharing

Update on the Airport Industrial Park

Mr. Mason reported that Tom Nelson is out on vacation and Amy Jauron did not have anything to report. Mr. Mason reported the following:

- The vacant office building at 480 SW Airport Avenue had a broken pipe during the freezing weather in December. The pipe was in the ceiling and flooded most of the building. There appears to be little permanent damage beyond the ceiling.
- 2 Towns Cider has requested that the drainage ditch behind the WKL building be piped and filled in for safe maneuvering and operation of their trucks.

Update on the Airport

Mr. Mason reported the following:

- Staff received the draft infrastructure plan from Engineering. This shows the location of existing utilities as well as expected alignments for future utility extensions. There was a discussion about development at the airport and what the role of the City is for purposes of infrastructure improvements and wetland mitigation. The Commission agreed to schedule this topic as a future agenda item to discuss.
- The snow event in early December closed the runways for six days. No City snow plows were available to clear the runways. Mr. Mason is looking at options for handling this in

the future, including the possibility of purchasing a plow for the new Airport vehicle next year.

Update on the City Council

Councilor Traber reported the following:

- Council has completed the findings on the 9th Street/Maxine Avenue development request and has made progress on the Campus Crest development proposal.
- The Urban Services Committee is working toward implementation of new residential parking districts around the OSU campus, to go into effect in September 2014.
- Mayor Manning has announced that she is not running for reelection.
- The new Airport Master Plan was approved by Council.

Monthly Financial Report

Not discussed.

The meeting was adjourned at 8:00 a.m.

NEXT MEETING: February 4, 2014, 7:00 a.m., Madison Avenue Meeting Room

DRAFT

**CITY OF CORVALLIS
MINUTES OF THE CIVIC BEAUTIFICATION & URBAN FORESTRY
ADVISORY COMMISSION
JANUARY 9, 2014**

Attendance

Matt Sanchez, Chair
Angelica Rehkugler
Brian Kreft
Becky Goslow
Ruby Moon
Ross Parkerson
Larry Passmore
Norm Brown, OSU Liaison

Staff

Jude Geist, Parks Supervisor
John Hinkle, Urban Forester AIC
Mark Lindgren, Recorder

Guests

David Dodson
Signe Danler

Absent/Excused

Owen Dell, Vice Chair
Tim Brewer
Joel Hirsch, City Council Liaison

SUMMARY OF DISCUSSION

	Agenda Item	Summary of Recommendations
III.	Vegetation Presentation	None.
IV.	Approval of November 14, 2013 Meeting Minutes	Approved as presented.
V.	Visitors' Propositions	None.
VI.	Staff Reports – If Questions.	Information only.
VII.	OSU Draft Master Plan Presentation- David Dodson	Information only.
VIII.	City Council / OSU Liaison Reports	Information only.
IX.	Discuss Mission/Vision/Tasks/Goals for 2014-2015	Information only.
X.	Report on Subcommittees	Information only.
XI.	Adjournment	The next meeting will be held February 13, 2014 at 8:30 a.m., at the Avery Park Admin building conference room.

CONTENT OF DISCUSSION

I. CALL TO ORDER

Chair Matt Sanchez called the meeting of the Civic Beautification and Urban Forestry Advisory Commission to order at 8:30 a.m.

II. INTRODUCTIONS.

III. VEGETATION PRESENTATION.

None. Larry Passmore will make next month's Vegetation Presentation, on American Chestnuts.

IV. APPROVAL OF NOVEMBER 14, 2013 MEETING MINUTES

Angelica Rehkugler moved to approve the November 14, 2013 minutes as presented; Becki Goslow seconded; motion passed.

V. VISITORS' PROPOSITIONS. None.

VI. STAFF REPORTS – IF QUESTIONS

AIC Urban Forester John Hinkle reported that some young trees were recently delivered from supplier Seven Oaks, and he expected that staff will soon move forward with major tree planting projects. The Public Works Department is realigning 15/14th Street where it meets the railroad tracks at Washington to make it more perpendicular, making it more pedestrian and bicycle friendly. Four Norway Maples just behind the street curb and south of Washington Avenue at the site are listed in poor condition and dying back, and staff found that their root masses were too close to the upcoming construction, though a sycamore there could remain. Public Works will remove the trees and Hinkle will select replacements. Trees will be added on the other side of the street, where there currently are none. He expected construction to commence in March, and he offered to schedule a presentation from Public Works; some commissioners expressed interest. Brian Kreft added that the section of Washington Way between 15th and 30th was moving north, further away from the railroad tracks, within the year.

Hinkle related that Bekki Levien was working on revising the Tree Steward Manual. The Heritage Tree Committee was meeting later in the month, with six new tree nominations. He related there was relatively little damage during the snowstorm.

Parks Supervisor Jude Geist related that a citizen donated funds to relocate the historic Sunnyside School, located at the north end of 9th Street, to the nearby city-owned Owens Farm. He expected it to be moved on Sunday, January 26.

He highlighted that staff was finishing a wetland mitigation report for Sunset Park. Staff are working on filling the Urban Forester position. He highlighted PNARB's consideration of the FY14-15 budget, which is being developed differently than in previous years; it will be based on the average of the last five years. There will be

reductions in spending on Special Projects (maintenance of facilities and replacing equipment) and deferring Capital Improvement items; staff are seeking to retain the Operations budget as whole as possible. He said staff were actively seeking grants to fund programs, especially Family Assistance. He anticipated a reduction in the frequency of mowing and irrigation.

Goslow asked about funding maintenance of new facilities; Geist replied that that funding varied in different situations, and was changing with the new budgeting. For example, available funds could be used up front, to install MaxiCans, which allow reduced frequency of staff visits. Also, landscaping can be modified to allow use of more efficient mowers.

Rehkgler cautioned against incurring higher ultimate costs by deferring maintenance and replacement spending. Moon asked about loss of trees adjacent to Avery Park. Hinkle said ODOT removed major oaks; he said a couple oaks were knocked over on the river side.

VI. OSU DRAFT MASTER PLAN PRESENTATION - DAVID DODSON.

OSU Planning Manager David Dodson distributed the schedule for the process for developing the OSU Master Plan. He said there were numerous opportunities to provide input and guidance. The current plan has a ten-year horizon, running to the end of 2015.

Issues include transportation, impacts, parking, and housing. OSU is subject to meeting City street requirements; however, the core streets must serve bikes and pedestrians, so OSU has proposed revised street development standards; the Planning Commission reviewed them and they next go to the City Council.

There will also be proposed new standards for tree wells. OSU has been working with the City so that the new standards promote better tree life. The new tree wells will first be implemented along Monroe Avenue, with construction of the Black Cultural Center. They will include larger root volume and arched pavement near the tree; however, the new estimates are for \$5,000 for each tree well, so OSU is re-examining how to reduce costs.

He related the process was behind schedule. An RFP was put out for a consultant to develop a Transportation Plan. Traffic counts have been done recently, and included bikes and pedestrians. There will be outreach meetings and workshops for neighborhoods that are impacted. The draft Master Plan must be reviewed and approved by the Planning Commission and the City Council.

He said there was some Highly Protected Significant Protection Vegetation at OSU, both on Lower Campus and elsewhere, including along 30th Street and Oak Creek. Wherever construction is proposed, OSU prepares a vegetation management plan that is reviewed

by the City. He said OSU staff did a good job to select appropriate replacement plants that match the scale of various sites.

Parkerson asked about the proposal for northern Monroe Avenue. Dodson noted that there were power poles overhead, so large-scale trees were not possible there. In some cases, larger trees are better placed behind the sidewalk. The intent is to re-establish the treescape over time. Parkerson urged OSU to keep in mind its visual vistas, as some are becoming blocked with new construction.

Dodson noted that early on in OSU's history, students arrived via railroad at so-called 6th Street. The Olmsteads urged removing the newly planted elms there (now a cherished amenity) to preserve the viewshed. He said OSU sought to encourage travel by walking and biking as much as possible in the core campus, reducing vehicular traffic. He said many people value, and want to preserve, OSU's greenery, open space, and historic buildings. Parkerson singled out the importance of preserving 30th Street. Dodson said that four designated open areas included Lower Campus between 11th and 15th Street, the Library and MU quads, and 30th Street.

Dodson said the Master Plan process was roughly three months behind. He said the only building being considered for removal was Snell Hall, due to water entry and seismic issues. Moon asked why plants were not being maintained at Wilkinson; Dodson replied that he did not know. She emphasized the need to maintain a green border around campus to emphasize its agricultural nature; Dodson replied he had never heard of having a buffer around the campus apart from street trees. Rehkugler suggested adding more plants at the new entry on the south. OSU Liaison Norm Brown highlighted the redevelopment of the gateway on Western and 26th street on the east. The west side was deferred for the work at Reser Stadium. There is only 10' strip available between the street and the parking lot there.

Goslow asked about the probability of adding another building in a large grassy area near the new INTO building; Dodson said it was possible for another building along 16th Street. Goslow said that excessive building was harming the visual character of the campus. Dodson said the planning determines square footage needed to meet future program needs and projected enrollment; as long as a use has been approved, a building can be built. Goslow and Moon advocated maintaining the beauty of the campus.

Dodson said OSU already started its outreach to students on campus; public outreach meetings would probably be held in May, before students leave. Dodson will contact Chair Sanchez when dates for public outreach meetings are firmed up.

Brown said the current plan identifies the MU and Library Quads. Previous planning had discussed extending other areas for quads; however, the current plan does not really address that; language would have to capture that in the new Master Plan. Dodson highlighted Peavy Field was one possibility for a quad in that area.

Brown asked about the process for site selection for new buildings and how they are sited in the planning process. Dodson said the building use is considered and which area of the campus is most suitable for the use. They try to have at least two site possibilities for a building; also, in a historic district, the Historic Resources Commission (HRC) must weigh in.

Regarding the density for a walkable campus, Brown asked whether OSU was considering increasing building height. Dodson replied that the maximum height in the core was 115', which is pretty tall, and most are lower than that. Rehkugler asked about parking; Dodson replied that OSU was re-visiting parking, and looking at how to better utilize parking spaces. He noted that 1,500 parking spaces sit empty every day largely due to their location; an enhanced shuttle system and a more market-driven system, tiered use, and economy parking approaches were being considered.

Moon said OSU students and staff currently simply park in nearby neighborhoods all day to avoid paying for parking. Rehkugler noted that parking was especially difficult for visitors, or those who just want to pick up or drop someone off; Dodson concurred. Brian Kreft asked about parking structures; Dodson said future locations for a parking structure were being considered in order to reduce congestion.

Brown said Sanchez and Giest will be added to a listserv to ensure CBUF is kept in the loop for outreach meetings.

VIII. CITY COUNCIL / OSU LIAISON REPORTS. None.

IX. DISCUSS MISSION/VISION/VALUES/TASKS/GOALS FOR 2014.

Rehkugler highlighted the distributed list of 2014 meetings and activities, saying that it should help ensure that programs are not forgotten.

Moon said the intent was to increase community engagement and increase visibility of CBUF programs and activities. The Footwise window and other displays will have a CBUF "look" and will list upcoming activities over the year. There will be Farmers Market booths, and volunteers will staff a Spring Garden Festival booth highlighting urban tree services and seeking to recruit more volunteers, including for beautification projects and stewards. There will be participation in the Fall Garden Tour and Fall Festival.

Parkerson said having brochures at Farmers Market is a great opportunity to engage the community. Rehkugler warned that in the past, it was difficult to get enough people to sign up. Goslow said we're starting small, in order to take that into account.

Rehkugler said she got information from Barbara Weber regarding bulb sales. Goslow related that she talked to Green Gables about unique and rare bulbs. She asked Hinkle what funds were available. Rehkugler said the point is to grow the endowment. She cautioned that Weber said that relatively little money was made from the program.

Goslow added that part of the point is improving visibility; in the past, it made about \$1,500 a year. Geist suggested reviewing the sales after the first year. The current endowment has about \$86,000; declining interest rates have greatly reduced the amount of interest available for CBUF to dispense. Moon said 500 popular bulbs could be purchased for about \$100, using a city purchase order. Hinkle said staff could order them, once the order has been determined by commissioners.

Geist said staff need to determine how the endowment works. There is \$2,000 or less in expense authority available in the budget; the Council would need to approve spending more than that.

Rehkugler highlighted the need for pictures to sell the bulbs; Moon said they could be printed out. Parkerson noted that the MATF may well still have bulb sale materials on hand.

Sanchez asked commissioners to review the 2014 work plan. Moon said part of the Fall Garden Tour Footwise window was available in fall. Rehkugler distinguished between several overarching goals, versus tasks, which change from year to year. Geist said the old task sheet went from 2011 through 2013. Staff would like to compile CBUF accomplishments over 2013 and present them at the next meeting. He said CBUF needs to decide whether tasks should be one-time or ongoing.

Goslow summarized we want to keep doing a-f, with #2 ongoing. Geist summarized that Tree for Fee code was ongoing. Sanchez asked about the NeighborWoods program; Hinkle replied that Merja had worked on information on the program; it is different from Tree Steward program. Geist said the Water-wise, Pesticide-free program was still being carried out by America McMillin; he will schedule a presentation in the February. Geist said CBUF started Heritage Trees and it is listed as ongoing; CBUF has a representative.

Hinkle said the Tree Steward manual was underway. After the Hayes project is completed, Hinkle said it is hoped that the manual will generate further interest elsewhere. He related that former Forester Becky Merja had identified an area near Hayes that will keep the program going in the near future. Passmore said some areas north of Fred Meyer have plum trees that are dying; it makes more sense to CBUF to identify those areas than waiting for proposals. Having a good model on Hayes Street should help.

Sanchez asked about Ivy Removal; Rehkugler said it was statewide, and ongoing. Sanchez suggested adding the Stewardship Manual to the list of brochures and materials. Rehkugler suggested commissioners review the presentation on CBUF that David Sandrock developed; Geist will schedule that for the February meeting, if there is time.

Regarding the website, Sanchez said there is an opportunity to add more educational and outreach materials. Geist will ensure that minutes are added there.

Rehkugler moved and Parkerson move to extend the meeting ten minutes; motion passed.

Geist will update the wording relating to the Operations Plan. Staff will prepare the end of year evaluation. Rehkgler advocated CBUF continue to find ways to help fund the department. She related that in the past, CBUF used the endowment funds to fund beautification projects each year; however, the economy reduced the amount of available interest that was used to fund those projects. She said CBUF need to work on rebuilding the endowment in order to re-start funding beautification.

X. REPORT ON SUBCOMMITTEES.

XI. ADJOURNMENT: The meeting was adjourned at 10:43 p.m.

DRAFT

**THE COMMISSION FOR MARTIN LUTHER KING, JR
MINUTES
11/26/13**

Present

Jasper Smith
Megha Shyam
Chareane Wimbley-Gouveia
Marna Claywoman
Roni Sue

Absent

Esmeralda Reyes
Luis Rosa
Joseph Orosco
Bruce Sorte

Staff

None

Visitors

None

SUMMARY OF DISCUSSION

Agenda Item	Action Recommendation
I. Approve Minutes	October minutes approved.
II. Preparations for January Event	Approved expenditures of up to \$125 for flowers, up to \$1000 for advertising, and up to \$800 for sign language interpretation if needed. Discussed the program (see below). Marna will see if Footwise is available in January for a display. Megha will make the program handout and enlarge the winning essay. Marna, Chareane, and Jasper will be greeters. Chareane will pursue advertising and calendars. Roni Sue will outreach to OSU for the event and get the flowers for the podium. Jasper will invite the mayor. All members will think of nonprofits to nominate for recognition.
III. Other business	Our next meeting will be moved from December 24 th to December 17 th . Jasper will notify Suzanne to find a meeting room.
IV.	
V.	
VI.	

Event Details for January 22nd at 7 PM at the Majestic Theater

Proposed schedule:

7:00-7:10 Gathering, greeting, and settling.

7:10-7:30 Welcome by MLK Commission, Welcome by Mayor, Mayor presents essay award, Recognize nonprofit.

7:30-8:30 Introduce and show film

8:30-9:00 Introduce John Hunter and have Q&A session.

9:00 Share food with attendees.

Winning essay displayed in the lobby. We may need an easel.

Program contains charter, names of commissioners, blurb on recognized agency, thank you to Linus Pauling Institute.

Jasper will ask if the film is closed captioned and if the city has a contract with a sign language interpreter.

Joseph was nominated to emcee in his absence. It will need to be confirmed in his presence.

**THE COMMISSION FOR MARTIN LUTHER KING, JR
MINUTES**

December 17th, 2013

Present

Jasper Smith
Megha Shyam
Luis Rosa
Chreane Wimley-Gouveia
Marna Claywoman
Joseph Orosco
Roni Sue
Bruce Sorte

Absent

Esmeralda Reyes

Visitors

None

Staff

None

SUMMARY OF DISCUSSION

Agenda Item	Action Recommendation
I. Approve Minute	Minutes for 11/26/13 approved
II. Judge Essay Contest	Four co-winners were selected to receive \$250 scholarships: Aiyanna Cameron-Lewis, Emily Foster, Sravya Tadepalli, and Georgia Ry Dunn-Hartman. It was agreed that all entrants would receive a \$20 gift card. It was approved to purchase 14 each from Grassroots and Book Bin. There were 28 entrants.
III. Preparations for January event	Esmeralda will put up display at Footwise from 1/7-1/21. Megha will make programs and enlarge winning essays. Jasper will ask to have winners recognized at a City Council meeting either the 6 th or 21 st of January. We will ask to have the event on the city webpage. We approved up to \$1300 for advertising in the GT. Chareane will coordinate. OSU will also be doing some publicity for the event. Roni will pursue a captioned version of the DVD and any requests for sign language interpretation. She will also get the flowers. Cost up to \$180.

	Joseph agreed to serve as the emcee for the evening.
IV. Other business	Next meeting will be moved up to January 14 th at 5:15 at the Osborn Aquatic Center Conference Room. Brief discussion of having a summer event to honor nonprofit and community groups since the agenda is too packed for the 1/22 event.
V.	
VI.	

Next Meeting

January 14th
5:15-6:15 PM
Osborn Aquatic Center Conference Room

**THE COMMISSION FOR MARTIN LUTHER KING, JR
MINUTES**

January 14th, 2014

Present

Jasper Smith
Megha Shyam
Luis Rosa
Chreane Wimley-Gouveia
Marna Claywoman
Joseph Orosco
Roni Sue
Esmeralda Reyes

Absent

Luis Rosa

Visitors

None

Staff

None

SUMMARY OF DISCUSSION

Agenda Item	Action Recommendation
I. Approve Minute	Minutes for 12/17/13 approved
II. Essay Contest Update	Four co-winners were selected to receive \$250 scholarships and a \$200 Visa gift card: Aiyanna Cameron-Lewis, Emily Foster, Sravya Tadepalli, and Georgia Ry Dunn-Hartman. It was agreed that non-winning entrants would receive a \$20 gift certificate from Book Bin since this seemed to be the clear preference from the participants who responded. There were 28 entrants and four winners. W approved the purchase of 24 gift certificates.
III. Preparations for January events	Roni captioned the DVD and purchased flowers. Penguin Flowers will bill the City. We approved up to \$130 for flowers. Chareane and Esmeralda will make the program. Esmeralda has paper to donate. We will ask City to help with printing 150 programs. Jasper will provide names of winners. Joseph will provide bio information on John Hunter. Esmeralda will bring boxes for food donations. Jasper,

	<p>Marna, and Roni will be available as greeters. Esmeralda will make certificates for the winners. The mayor will present them to the winners and make brief comments. The first GT ad will run January 16th. Marna will contact GT about doing an article on the essay winners. Megha and Jasper will attend the 1/21 City Council meeting where the winners will be recognized.</p>
<p>IV. Other business</p>	
<p>V.</p>	
<p>VI.</p>	

Next Meeting

February 25th, 2014
5:15-6:15 PM
Osborn Aquatic Center Conference Room

CITY OF CORVALLIS
MINUTES OF THE PARKS, NATURAL AREAS AND RECREATION BOARD
DECEMBER 5, 2013

Attendance

Betty Griffiths, Chair
Lynda Wolfenbarger, Vice-Chair
Joshua Baur
Jon Soule
Ed MacMullan
Deb Rose
Ralph Alig
Phil Hays
Marc Vomocil
Tatiana Dierwechter
Michael Mayes

Staff

Karen Emery, Director
Steve DeGhetto, Assistant Director
Jude Geist, Parks Operations Supervisor
James Mellein, Aquatic Supervisor
Sharon Bogdanovic, Senior Center Supervisor
Deb Curtis, Recreation Coordinator
Mark Lindgren, Recorder

Guests

Absent/Excused

Joel Hirsch, City Council Liaison
Kevin Bogotin, 509-J District Liaison

CONTENT OF DISCUSSION

I. CALL TO ORDER

Chair Betty Griffiths called the special meeting of the Parks, Natural Areas and Recreation Board to order at 6:09 p.m. at the Avery Park Admin Building conference room. Director Emery highlighted handouts.

II. BUDGET DISCUSSION.

Director Emery highlighted the December 5, 2013 memo. The fixed expenditure budget for FY14-15 is \$5,872,320. This includes all Parks and Recreation operational costs, increases to health insurance, benefits, step increases, etc; Capital Improvement Projects (CIP); maintenance projects (termed "Special Projects"; these are non-CIP); Americans With Disability Act (ADA) projects; contributions to the vehicle and facility reserve funds; the Family Assistance Program; and the City's contribution to The Arts Center.

She said if there were no changes to the Operational Budget, Operational Costs in item #1 would be \$5,718,450, leaving a balance of only \$153,870 for items #2-8. Staff recommended that all FY14-15 CIP projects be funded through non-property tax sources; she highlighted the handout outlining CIP projects. The projects included the Marys River Natural Area boardwalk; Arnold Park playground; acquisition of land; Senior Center improvements; Aquatic Center climbing wall; Owens Farm barn renovation; MLK Jr. (Walnut) barn renovation; and Harding Neighborhood play structure. Staff recommended deferring projects requiring use of property taxes, including Willamette Park improvements; skate park lighting; Maple Grove picnic shelter rehabilitation; Franklin Park play structure; Starker Arts picnic shelter; Central Park playground improvements; Avery Park restroom improvements; and Porter Park playground improvements.

Phil Hays noted that many projects listed indicate they required grants or donations, and asked if the funds were in hand or whether the projects could be done if the money could be found from those sources. Emery replied the Marys River Natural Area boardwalk FEMA funding was

secured, and the Friends of Parks and Recreation were seeking an additional \$60,000 to complete it, with about \$4,500 in hand so far. Arnold Park grant and donation (\$25,000) funding has been secured and is complete. There was a donation of about \$750,000 for capital improvements at the Senior Center; staff anticipate planning this year and submitting a grant the following year.

Emery stated that staff needs to apply for grants for the Aquatic Center, Owen's Farm, and MLK, Jr. Park. Regarding the Harding Neighborhood Park, the Master Plan previously determined that the area needs a park, and a property owner has offered to make a land donation for it, though it is not clear this will happen. She summarized that staff recommended tackling the top eight projects on the list and deferring the bottom eight.

She said the department contributes annually to a vehicle reserve fund, which includes trucks, tractors, trailers and any rolling stock. There is a vehicle replacement plan, supported by the reserve fund. Staff are recommending *not* contributing or spending from the vehicle reserve in FY14-15. Geist explained that the 15-20 year plan was simply being shifted by a year. MacMullan asked if this would simply shift the problem into future years; Emery replied that it wasn't clear. She said that contingency funds could be tapped.

Geist related that two vehicles had been planned for replacement in FY14-15, and the delay in doing so simply represented an inconvenience. Griffiths asked about sharing equipment with Benton County, or doing more of that; Emery replied that the department already shared with the County. Geist added that department trucks were running every day in summer; it shares specialty equipment, like bucket trucks. We're expanding those agreements, including with OSU's Department of Forestry, to share small equipment.

Ralph Alig asked about the City Council policy on adequate reserves, with flexibility within that on shifting expenses. Emery replied the Council has a small contingency fund for *unexpected* events. Griffiths asked if there was a policy on reserves; Emery said there was, and that this proposal fell within that. Josh Baur suggested contacting the OSU Motor Pool; Emery said we occasionally rent OSU vans for recreation programs, but it is generally less expensive to own and maintain equipment that is heavily used.

Emery said there was a facility reserve specifically for the Aquatic Center; we are now planning a building reserve for all buildings in the future and making regular contributions to help with special projects and deferred maintenance. Staff decided not to contribute to the Aquatic Center reserve until FY15-16 (this is for major maintenance).

Emery highlighted staff recommendations on other items not funded within operational expenses, reducing overall non-operational expense by \$108,730. Staff recommended funding of increased personnel expenses (such as health insurance increases, benefits, and step increases) at about \$30,000; deferred maintenance projects (Special Projects) at about \$45,600; ADA projects at \$20,000; the contribution to The Arts Center at \$42,000; and funding the Family Assistance Program at \$125,000. These levels of funding in those categories would meet the target fixed expense budget.

Griffiths asked how the fixed expenditure budget was derived and how it would be set in the future. Mellein replied that it looks five years out; it will only increase slightly over the next years, at the assessed value that the County believes that property taxes will increase by. It is a balanced budget for five years out across the entire city (increasing at about 2% a year). Emery added that the costs are likely to be higher than that 2% increase. One expense variable is the AFSCME union contract, now under negotiation; however, the department also has opportunities

to increase revenues. She explained that the expenditure limit was based on average expenses over the last five years. She said budget cuts over the last five years have reduced the budget, and staff worked very hard while two open supervisor position vacancies were not filled specifically to save property tax funds. While at the time that seemed to make sense to save \$225,000 that way, it affected the budget limit five-year average spending assumptions.

Griffiths asked if any more property tax funds were likely to be lost in the future; Emery said Finance has stated that revenue raised within a department will stay within the department as dedicated revenue. Dierwechter asked about possibilities over the next few years of leveraging new kinds of funding, including partnerships or grants. Emery cautioned that programs with extra revenue typically cost additional staff time and we'll come up with different ways to manage that.

Vomocil asked if the \$5.8 million fixed expenditure budget was entirely from property taxes; Mellein replied it was not; it is the operating budget expenses, offset by \$5.8 million in revenues from multiple sources, such as fees, charges, donations, grants (\$1.8 million); \$3.3 million in property taxes; and about \$750,000 from the levy.

Emery said the reduction of the operating budget by about \$108,730 would be derived by reorganizing and reducing staffing levels. They will be permanent cuts, to avoid simply kicking the can down the road. Staff sought to find ways that had the least impact on service and staff. Staff discussions will begin in January and will be presented at the January PNARB meeting. Dierwechter asked if board direction on priorities would be reflected and aligned with staff reduction; Emery replied that it would, and cuts would be accomplished in a variety of ways.

Emery reported the Friends of Softball agreed to donate \$10,000 in support of the adult softball program to lessen the need for property tax dollars. Hays asked the number of adult softball participants; DeGhetto replied it was currently about 1,240.

Emery related that over a period of years, there was a small (\$6) per-player charge that went into a Softball Revolving Fund to fund ball field improvements. Eventually, to reduce admin paperwork, there became a single surcharge for each team, and the Friends of Softball advisory board determines how to spend the money; typically on umpires and scorekeepers. DeGhetto added that it also funded renovation projects; staff meet with the players a couple times a year. Griffiths said that that was an example of \$10,000 that would have otherwise come from property taxes. Mayes asked if that type of surcharge had been considered for other sports; Emery said that it was applicable, but that Finance was not supportive of reserves, due to the administrative side of it. She said staff needed to figure ways of taking advantage of the revenue side of the department.

Emery stated that staff sought board direction for further reductions, if staff expenses were higher than the \$30,000 estimated increase. She highlighted the handout on Special Projects (deferred maintenance projects). Geist said that in an average year, there was \$132,000 in identified special projects. There was a 15-year Special Projects Plan, which identifies things like roof replacements, hardware, heating units, and given their lifespan, when they will likely need replacement. They are evaluated ahead of time to verify that that is realistic or see if anything else needs replacement. Items on the list are what were already scheduled for FY14-15. He said they will be individually assessed, because if the whole list is pushed out wholesale, there could be a major failure.

Griffiths asked about the \$15,000 listed for balcony repair at the Aquatic Center; Mellein explained it is related to concrete microfractures that don't affect safety. Geist said the projects

were listed by facility; they are not listed in priority, only alphabetically. Some items can be delayed; others cannot.

Emery highlighted the pink handout on FY14-15 ADA Transition Plan Projects; these are the ADA improvements to the system for the year. The \$45,000 identified for FY14-15 was reduced to \$20,000, based on staff evaluation of public feedback and what makes the biggest impact. Alig asked about the legality of delaying ADA projects; Geist replied that this represents what can be done with current funding and without additional grants; other grants may come forward. Alig said he's seen municipalities affected by lawsuits; Geist said the proposed planned process protects the City, with a three-year transition plan. The listed plan does not list all the needs and deficiencies, just what is contemplated. Alig asked about priorities; Geist replied it is partly complaint-driven, partly high use, and partly efficiency. The "zeroes" on the handout means the issue is being addressed but funded by outside sources. Geist said the plan will show that it is moving in the direction and checking off accomplishments and goals.

Griffiths asked why the Public Works was not funding the curb cuts; Emery replied that if a sidewalk is adjacent to a park, the department is responsible for it. Vomocil said that now that monthly utility fees are paying for sidewalk maintenance, Public Works should be paying for all sidewalks. Emery replied that the department doesn't pay into the fee, but she'll bring up that the board asked the question.

The Arts Center funding was added to the Parks and Recreation budget; it was formerly in a different fund. DeGhetto said the City owns the building. The City has given tax dollars in support of the arts education to the community, and The Arts Center provided arts education, and the department historically has not had to provide that, or to mimic it.

Parks now gives The Arts Center \$42,000 a year, about half of what it once was. The Center has been given "perks" over the years, such as limited use of Central Park and other rental freebies in exchange for programming. The department co-sponsors the free use of The Arts Center Plaza for youth programs, and the Central Park Gazebo one day a year. The department pays about \$8,300 in internal service charges for Public Works to provide maintenance services for the building; there's also another \$8,000 in maintenance and repair a year, costing the City a total of about \$16,000 a year in addition to the \$42,000.

Emery said the board could discuss whether the City should continue to own the building; it has historically owned the building, but it could be given to the non-profit Arts Center, thus reducing the annual maintenance costs (while still paying \$42,000 a year). Soule asked the total fixed expenses for The Arts Center; DeGhetto replied that it varied, but was around \$17,000 on top of the \$42,000 a year, and \$17,000 was probably in the ballpark for the average costs per year. Griffiths asked how The Arts Center felt about a change; Emery sought the board direction. Hays asked if the City would still own the land; Emery replied a change could be structured in various ways, much as the school district did with the Boys and Girls Club, which owns the building. Hays noted that research would be needed to explore legalities of ownership of the land or the building itself. DeGhetto said maintenance and repair could also be negotiated.

Griffiths asked about the contract with The Arts Center non-profit; DeGhetto replied there is an agreement with it. There are things the non-profit does; and the City provides the building, water, sewer, landscaping, structural maintenance, and maintenance.

Dierwechter suggested framing the City's relationship with the role of the arts in general, in terms of its mission and its future, also including the Majestic Theater. DeGhetto replied that the

Majestic Theatre Management group was responsible for theatrical and performing arts education programming; in return, the City provides a free building and support of major structural elements. The City also provides workshop space at the Flomatcher Building and in return the department gets comparably valued access to the Majestic Theater dance studio space.

Emery noted that The Arts Center has the strength and ability to own and operate its own building, while the Majestic Theater organization doesn't have that capacity, and had been struggling to survive for several years. Griffiths asked if the Arts and Culture Commission had weighed in on it; Emery replied that it was not an advisory board, but she could ask the commission, if directed. Dierwechter advocated anticipating community pushback if the board recommended implementing a change, saying the arts community was passionate.

Hays noted that The Arts Center building was a listed historic structure, so the historic resources groups would have a say; DeGhetto added that that was true of the Majestic, as well. Hays said The Arts Center building was moved to the site from elsewhere. Dierwechter said that coordinated positive messaging would help. DeGhetto said there have been discussions with arts groups and festivals. DeGhetto said there was \$400,000 donated to the City to maintain the Majestic; interest from that reserve is given to the Majestic Theater (not Majestic Theater Inc) every year.

Soule cautioned against unanticipated consequences in selling or giving away the buildings, but that renting could work and he would support setting up a formal rental agreement. DeGhetto said the Majestic only cost \$4,000 a year in internal service charges and maintenance and repair.

DeGhetto related that the Corvallis Environmental Center will now start paying rent in January, and the department has allowed them to offset some rent through in-kind services, from \$600 down to about \$360 a month, which is affordable to the group. He said that perhaps the best the City could do is to recoup expense. Hays said that if The Arts Center were charged rent, it could offset the maintenance. DeGhetto opined that the Majestic couldn't shoulder the responsibility of rent at this point.

Griffiths asked about the previous budget; Emery replied that the City's annual contributions to The Arts Center originated through an old levy for The Arts Center many years ago; when that levy ran out, the City Council decided the City should continue paying for it, through Parks and Recreation. DeGhetto explained that the \$42,000 pays for The Arts Center operations. Dierwechter asked for an estimate of a reasonable rent; Soule suggested that it should be \$17,000. Vomocil said the City should continue to own the building and the land; it should never give away property, but try to recoup as much as possible through rent. Emery said staff will come back with various scenarios in February.

Alig suggested looking at the survey results for determining priorities; in that survey, citizens expressed what they were interested in, and arts and crafts programs were near the bottom of the list. While The Arts Center provides tremendous value, the \$17,000 in maintenance could be used for other things during these tough times, when staff is being reduced. We can't be all things to all people all the time. Griffiths said she was hearing not to jump to a sale, but to ask staff to explore options for reducing the \$17,000 in maintenance costs.

Emery said staff will bring the information back at the February board meeting. Griffiths added that any changes could be phased in. DeGhetto said staff will meet with The Arts Center Executive Director. He related that they felt the building was too small, and recently had

considered acquiring the Gazette-Times building; were they successful, the City would have to find other uses for the building.

Emery said this is the first time the \$42,000 has been in this budget; it was *transferred* to it. Hays said there could be support to The Arts Center no matter where it was located. Griffiths commented that it would be difficult to reduce the \$42,000 figure.

Regarding the Family Assistance Program, Emery said the board reviewed it in November. The program awarded \$219,718, expending \$136,310 of that in FY12-13. The program has awarded \$268,000 so far to 1776 people, expending \$71,000. We're on track to expend as much as FY12-13, if not more.

She sought direction on whether to cap family assistance; there is an amount that the department is committed to spend (\$125,000). Staff also recommends discontinuing the 50% co-pay, saying that few people utilize it, and it's just another layer that causes more confusion than benefit. We could also consider limiting assistance to people living outside of Corvallis. She noted that we currently serve people who live outside the City; some people don't know if they live inside the city or not. The department has established the standard that if you're eligible for a free lunch or WIC, you're eligible for assistance. We could also lower award amounts; she highlighted the table in DeGhetto's November 1, 2013 memo; it is currently \$150 per person. The memo table shows the potential impact of a cap on people.

Alig asked if a cap of, say, \$100 would keep people from participating; Emery replied that an individual with no disposable income (apart from food and shelter) would have \$100 for the year to take a swimming lesson, etc. Soule asked how much for the program was fundraised; Mellein replied that about \$21,000 was raised from grants and donations last year.

Hays noted that some recipients used less than was awarded. DeGhetto said that the average utilization was \$117 per person last year. He cautioned that raising program prices would lessen that purchasing power. Mellein said that with the current \$150 award, a child could take three sessions of swimming lessons at five weeks apiece a year. DeGhetto added that that would also allow for two one-week summer camp sessions and a swimming lesson.

Mayes asked if most of the expenditures were at the Aquatic Center; DeGhetto replied that it was roughly \$100,000, with about \$38,000 at other Recreation programs. Vomocil noted that no money is actually given to recipients; only *value*. Emery explained that \$100,000 of real property tax dollars is transferred from the Family Assistance Program to the Aquatic Center for, say, swimming lessons; it is real money.

DeGhetto suggested targeting utilization rather than capping, since that hurts the most. Geist said utilization could be first-come, first-served; and have people sign up early if they really want a program, since once the money is spent, there won't be any more. Emery said another formula apart from first-come, first-served could be used; we could stop awarding earlier when the limit is reached. Soule said the best way to get utilization up is to announce first-come, first-served. Emery said once we hit the cap, we could perhaps take that to the Council as a contingency. DeGhetto said the idea is to hit budget targets, and people not utilizing the full amount doesn't do that; we want to dial in full use of the dollars. Soule suggested leveraging Corvallis Aquatic Team volunteers.

Hays said capping at \$135 shouldn't make a difference when the average is \$117 per person. Emery noted that the average means that half of all families spend *all* the funds; the other half

don't. Alig said it was not uncommon for non-profits to use a first-come, first-served basis. Soule preferred to serve more people with less classes, if need be. Emery said with this program, we served 1,100 people that otherwise wouldn't have gotten services. Dierwechter suggested documenting unmet need and telling the story. Vomocil advocated looking at whether there are additional costs; Mellein said in the majority of the time, we *do* have to add an additional instructor, for example. Emery highlighted one class, with 25 students, had 24 on family assistance. Emery said none of us want to turn people away, so we have to look at alternate funding; DeGhetto added that people can get behind that.

Griffiths asked how hard it would be to limit services within the 509J School District; Mellein replied that we'd have to manage two different databases. DeGhetto added that the hardest part is drawing a line, and what message that sends. Dierwechter added that people are mobile, as well.

Deb Rose asked if there was any way to get funds from the County; DeGhetto said presentations have been made to County Commissioners. He added that people getting services came from Benton, Linn and Polk Counties. Griffiths suggested looking at United Way; Dierwechter said United Way was looking at different ways of addressing basic needs.

Wolfenbarger asked if there was monitoring of utilization; DeGhetto replied there was, and we've sent reminders to recipients. Wolfenbarger asked if unused amounts could be given to others; DeGhetto replied that we can do a better job of communicating the message to parents "If you need it, use it, but if you're not, please let someone else use it. You cannot transfer your award to your child's account".

Griffiths encouraged board members to contact Emery with their thoughts and ideas. Vomocil praised staff for identifying priorities and strategies and endorsed them.

III. ADJOURNMENT: The meeting was adjourned at 7:58 p.m.



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

DRAFT
CITY OF CORVALLIS
PLANNING COMMISSION MINUTES
December 18, 2013

Present

Jennifer Gervais, *Chair*
 Frank Hann, *Vice Chair*
 Kent Daniels
 Roger Lizut
 Jim Ridlington
 James Feldmann
 Ronald Sessions
 G. Tucker Selko
 Bruce Sorte, Council Liaison

Staff

Kevin Young, Planning Division Manager
 Jay Yaich, Associate Planner
 Greg Gescher, City Engineer
 Aaron Manley, Project Manager
 Jackie Rochefort, Parks Planner
 Claire Pate, Recorder
 Ken Gibb, Community Development Director

Excused Absence

Jasmine Woodside

SUMMARY OF DISCUSSION

	Agenda Item	Information Only	Held for Further Review	Recommendations
I.	Visitors' Propositions			
II.	Review of 2015 – 2019 Capital Improvement Program (CIP)			Forward to City Council with recommendation for approval.
III.	<u>Approval of Minutes</u> November 20, 2013			Minutes approved with revisions
IV.	Old Business			
V.	New Business A. Discussion of long range planning opportunities B. Discussion of topics introduced by Commissioner Daniels C. Discussion of Hearings Officer Concept.			
VI.	Adjournment			Adjourned at 8:57pm

Attachments to the December 18, 2013 minutes:

- A. Memo regarding Long Range Planning Opportunities, submitted by Community Development Director Ken Gibb.
- B. Discussion of Topics, submitted by Commissioner Daniels.
- C. Testimony received from League of Women Voters, regarding Hearings Officer Proposal.

CONTENT OF DISCUSSION

The Corvallis Planning Commission was called to order by Chair Jennifer Gervais at 7:00 p.m. in the Downtown Fire Station Meeting Room, 400 NW Harrison Boulevard.

I. VISITOR'S PROPOSITIONS:

Barbara Bull spoke in support of having a more visible conversation about plans for updating the Comprehensive Plan - especially the Transportation Plan. She sees the need for updated transportation plan modelling that reflects existing land use strategies. She also urged that updating efforts be coordinated with OSU and other regional efforts so that everyone is using the same projections and assumptions. Community Development Director Gibb commented that a memorandum he had just made available to the Planning Commission and City Council spoke to this issue and a copy was available on the table at the back of the room.

Jeff Hess said he had attended the deliberations for both the Gazette-Times and the Campus Crest proposals. He believes that the lack of an updated Comprehensive Plan for Corvallis is significant, and he wished to thank those commissioners who have recognized this need. He urged that it be done as soon as possible. He also suggested that until the update could occur, the City could make a formal request to OSU President Ed Ray for a statement about future enrolment numbers so that staff and commissioners would have a better basis for approving or denying an application based on need.

II. REVIEW OF 2015-2019 CAPITAL IMPROVEMENT PROGRAM (CIP)

A. Staff Report:

Planner Yaich explained that the City's Municipal Code requires that the Planning Commission evaluate the proposed Capital Improvement Program (CIP) for consistency with the City's Comprehensive Plan, facility master plans and other applicable land use policies and standards. The staff report prepared for the Planning Commission focuses on any new projects that were added to the program as well as any changes to projects that were already in the program and previously reviewed for consistency. Only one new project has been added: improvements to SW 15th Street and Washington Way, a cooperative work effort between the City and OSU. For the most part, changes to existing projects consist of timing and funding for aspects of the project. Staff has made the finding that the proposed changes to the CIP are consistent with the Corvallis Comprehensive Plan and applicable facility master plans. Aaron Manley, Public Works Program Manager, gave a brief overview of the process, the new project and the changes to the existing projects; and then responded to commissioner questions.

Commissioner Daniels asked for further elaboration on the SW 15th Street project. He stated that his particular concern was bicycle and pedestrian safety on that stretch of road and had some concern for the lack of public review prior to the design being done. Staff affirmed that the project included SW 15th Street from Western to Jefferson, and that the project had been fast tracked so that reconstruction would be done before the new dormitory opens next fall. City

Engineer Gescher added that it was designed as a standard street reconstruction project and that this type of project would not normally be submitted to a public review process for design input. There are design standards in place that have to be met. Commissioner Daniels stated that his chief concern was with treatment of the crosswalk and its safe use by both bicycles and pedestrians. He agreed to have a discussion later with staff since it was not necessarily a Planning Commission issue.

B. Public Comment: none

C. Additional Questions of Staff & Recommendation:

Commissioner Hann asked for an update on plans for the Central Park improvements and the issue with the park's diminished use by young families and kids because of its use by the homeless and transient population. Parks Planner Rochefort said that the issue of conflict of use has not been resolved. Since it is a public facility and is located close to other homeless and transient services it would be problematic to exclude any one sector of the community from using it. Most of the benches have been removed so that it is less desirable for sleeping or spending long periods of time at the location. Parks staff have been working with the Police Department on the issue, but unless something illegal is taking place, such as smoking or drinking in the park, there is little that they can do. The hope is that when the park is redone, the design would open up the fountain area to make it less desirable for the transient population to spend long periods of time there. In response to a recommendation from Chair Gervais, she said they would be considering putting back in single seat benches in order to provide the area with some seating. Council Liaison Sorte suggested that the Planning Commission should be looking at locations where it might be appropriate for the transient and homeless population to be, since dislocating them from one spot means relocating them to another.

Commissioner Daniels asked for more information about the Owens Farm project and grants that have been received. Parks Planner Rochefort said that the property has a management plan and is being considered for use as a visitor's center and a century farm with a museum for children. Grants have been received and are in use to determine how the barn and house can be renovated for use. Plans are in the works for a historic structure known as the Sunnyside School House - currently located on 9th Street south of Elks - to be moved and relocated to Owens Farm. This is being paid for by an anonymous donor.

Additionally, Ms. Rochefort said that FEMA monies had been received to reconstruct the boardwalk at the Marys River Natural Area, which has been redesigned and reengineered. However, the City has to come up with matching funds and the hope is that it will all come together.

MOTION: Commissioner Selko moved that the Planning Commission recommend to the City Council that they approve the FY2015-2019 Capital Improvement Program as presented. Commissioner Lizut seconded the motion, which passed unanimously.

III. MINUTES:

A. November 20, 2013:

Three revisions were requested:

Page 7, second paragraph: correct the spelling for "Feldman" to "Feldmann."

Page 13: correct the spelling for Tom "Sherman" to "Scheuermann."

Page 17, 3rd sentence in next to last paragraph: change "Mayor" to "City Council."

MOTION: Commissioner Daniels moved to approve the November 20, 2013, minutes as revised. Commissioner Selko seconded the motion, and it passed unanimously.

IV. OLD BUSINESS:

- A. Chair Gervais reminded the Commissioners to return their Volunteer Accident Medical Policy forms to staff.

V. NEW BUSINESS:

- A. Discussion of Long Range Planning Opportunities Over the Next Few Years:

Community Development Director Gibb handed out a memorandum (**Attachment A**) outlining a potential game plan for the next few years relative to long range planning activities. He stated that the memorandum had also gone to the Mayor and City Council. The good news is that the levy was approved and will give them additional resources to do some proactive work. He reviewed the proposed activities and draft timeline for accomplishing them up through FY2017-18. The proposed work projects include updating the Transportation Plan (TSP) and the Buildable Lands Inventory; updating Vision 2020 to a Vision 2040; updating the Comprehensive Plan; and, finally, doing the major work of updating the Land Development Code to reflect the Comprehensive Plan changes. The process and timeline would be similar to that which took place with the Vision 2020 effort, which he outlined in some detail.

In response to a question from Commissioner Feldmann, Director Gibb said that the City-OSU Collaboration efforts were expected to be a three-year process and are entering the implementation stage now. There is a recommendation that an advisory group with City and OSU representation would be on going.

Commissioner Daniels commended Director Gibb on the outline which answered a lot of the questions he has had and that are being asked in the community. He asked how the City would coordinate with OSU's Transportation Plan efforts. Planning Manager Young said that as the City updates its TSP they would be coordinating not just with OSU but also with the Corvallis Area Metropolitan Planning Organization (CAMPO) which will be working on a regional TSP. The need for coordination is understood and will be pursued.

Commissioner Daniels further commented that the past planning efforts were strongly directed by citizens, and he hopes there will be heavy citizen involvement with the new effort. Councilor Sorte said that he had taken part in those efforts, and that he hoped there would be the same expectation that those who take part also take on responsibility for turning ideas into actual written language to assist staff.

Commissioner Hann said that one of the conflicts the Planning Commission keeps hearing about relates to the numbers of student cars and the impact on parking. The need for a student to have a car might be impacted if there was adequate access to transportation to get to Portland and points south. He asked if consideration would be given to this need during the updating of the City's Transportation Plan. City Engineer Gescher said that those kinds of details would be worked out by the larger regional effort, but that certainly the local effort will take that need into consideration. Commissioner Sessions agreed with Commissioner Hann about the importance of providing better connections to mass transit up and down the I-5 corridor, in order to impact the local issue with student cars and parking.

Commissioner Hann said that he also hoped that the LDC update process would look at adaptive reuse of buildings, since the nature of business and retail is changing so rapidly. Additionally, as the area plans are updated, they should have a sunset provision built into the more aspirational elements of the plan. It is sometimes difficult for commissioners to be making application decisions based on facility plans that are no longer relevant.

In response to a question from Commissioner Daniels, Councilor Sorte said that the City Council workshop related to updating the 2020 Vision Statement had been rescheduled for 7pm, January 14, 2014. He invited commissioners to submit written comments for their consideration prior to the meeting if they wished.

B. Discussion of Topics Introduced by Commissioner Daniels, July 14, 2013; revised September 7, 2013 (Attachment B)

Commissioner Daniels said that most of the topics he included in his memo either have been addressed or are in process of being addressed by staff, and he gave an overview of what those efforts were. With regard to the topic relating to the Infill Task Force, Commissioner Selko asked for further elaboration on what qualities it had that would make it useful to serve as a model for other work groups. Commissioner Daniels said that many of the Task Force members brought experience and background to the work in that they had previously served either on the Planning Commission or on City Council. They also stayed in close touch with staff. Planning Manager Young added that it had been a group of interested citizens who came forward and who recognized that there was limited staff time to work on revising requirements for infill development. They continue to help staff out.

Commissioner Hann suggested that instead of the task force members and commissioners getting hung up on specific word use such as “should” or “shall” in the codes and standards, a professional proofreader should be engaged to look at the final draft documents.

Commissioner Sessions said that he understands the Vision Statement to be the input from the community to the Planning Commission about what to take into consideration during decision-making processes, especially those for which they have some discretion. He felt it important that it be updated and be clear, and that those who have had concerns with land development decisions made recently take part in the updating process. Director Young cautioned that usually it is the Land Development Code that needs to be applied, with its clear and objective requirements, but that certainly the other documents come into play when discretionary decisions are made and they need to be updated.

Director Gibb said that he will be having a meeting with the boards and commissions in January about the long range planning efforts, and staff will be looking at how work responsibilities can be rearranged to allow for adequate staff time on the effort.

C. Request by Commissioner Daniels to Discuss Hearings Officer Concept:

Commissioner Daniels said that the Economic Development Commission had as part of their strategic plan three recommendations to City Council relating to use of a hearings officer, going to “on the record” versus a “de novo” hearings process for City Council, and increasing fees for appeals. He has serious concerns with all three of the recommendations.

Commissioner Hann said that the Planning Commission had already had a discussion about the recommendations and had not supported the hearings officer suggestion. Director Gibb said that

in actuality the only two recommendations that had been brought to City Council were the hearings officer concept along with one which would explore allowing certain planned development modifications to occur without a full-blown process when a project met all of the development standards. The hearings officer concept was not advanced, but the other recommendation is a part of the work program for FYT2013-14. Manager Young also noted for the record that the League of Women Voters had submitted a letter with regard to the hearings officer concept (**Attachment C**).

Discussion ensued about the fact that the thought behind having a hearings officer was that it would free up the Planning Commission to spend more time on proactive planning; however, it was also noted that many of the decisions made by the commissioners are discretionary and it is important to have the nine people who represent the community make those decisions.

Commissioner Hann suggested that another way to free up commissioner time would be to identify what kinds of projects can be reviewed at the Director level instead of Commission level during the next LDC update.

In response to a question from Commissioner Lizut, staff stated that commissioners can work in smaller groups as part of task forces, as long as public notice is given of meetings.

D. Other Items

In response to a question from Commissioner Daniels, Director Gibb explained that the Board of Appeals was related primarily to Building Code issues and provided technical interpretations of the code. Those who are appointed have specific technical expertise.

In response to a question from Commissioner Hann, Manager Young said that there was a recommendation to expand the “notice” area for Major Lot Development Options from 300 feet to 500 feet. Director Gibb added that in terms of “noticing” for demolitions in general, there had been a recommendation from the Neighborhood Planning group and it will be part of the LDC package that will be taken to City Council in January. At that point, staff will get direction as to whether to move forward to develop code language for the concept.

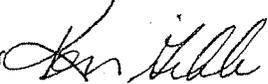
VI. ADJOURNMENT:

The meeting was adjourned at 8:57p.m.

Memorandum

Date: December 16, 2013

To: Mayor and City Council
Planning Commission

From: Ken Gibb, Community Development Director 

Re: Long Range Planning Opportunities

As the City Council reviews Vision 2020 progress and the need to update the City's planning documents is discussed, the following information is intended to help inform this conversation:

- The Planning Commission recommended and City Council approved 2013-14 Planning Work Program included several long range planning projects for 2014 such as updating the Buildable Lands Inventory, and updating the Vision 2020 to a 2040 Vision Statement. At the time of adoption, the work program acknowledged the limited capacity to do all of these projects.
- Community Development will be prepared to hire an additional staff position as soon as possible in order to provide the levy supported long range planning services that will be available in FY 14-15.
- In the meantime and as recently communicated to the City Council, we will be working on 2 LDC update packages related to Collaboration recommendations over the next 10 months or so.
- The City is in the process of securing ODOT funding to update the City's Transportation System Plan (TSP).

Here is a rough outline of a potential game plan for the next few years relative to long range planning activities:

Prepare LDC Package # 1 for Planning Commission consideration	December 2013 – March 2014	Work being done w/ in-house planning staff. Council review should occur in April/May 2014
Develop LDC Package #2 ((neighborhood design standards) for PC consideration	January – September 2014	Consultant assistance with staff and advisory committee engagement

Initiate/undertake TSP update	July 2014 – TBD (likely 2016)	PW will take the lead – ODOT funded
Complete housing study (CC goal)	July 2014	Consultant will be engaged – staff support from CD
Initiate/complete BLI update	Summer 2014 – early 2015	Consultant will be required, CD to manage project assuming funds are available through housing goal \$ and/or grant application approval
Develop a scope of work for Vision 2020 Update	Fall 2014	Process TBD
Develop Vision 2040	February – September 2015	Presumably, a citizen committee will be formed to assist
Update Comprehensive Plan	Fall 2015 through 2016	Staff managed with lots of citizen work group involvement
Major LDC update to reflect Comp Plan changes	2017-18	Staff managed with PC/citizen work group guidance – may require some outside expertise

While this may seem like a long time frame (2014-2018), it is aggressive in consideration of the amount of work and public involvement required – and this timeline generally matches up with the last round of vision/comp plan/LDC update work.

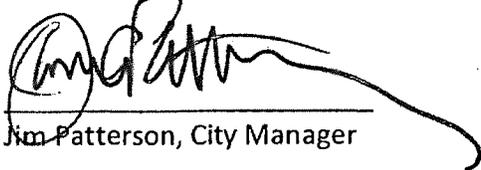
As we look to the long range planning projects ahead, it is useful to reflect on significant work done in the late 1990s /early 2000s. Here is a brief review:

- In 1997, a citizen based Vision Committee (led by Chair Julie Manning) and with the assistance of staff, completed the Vision 2020 update engaging 2000 citizens in the process. The project was essentially completed in about 6 months and garnered enough widespread support that it was officially adopted by the City Council, unlike the previous community vision project.
- Managed in-house by staff with the full involvement of multiple citizen-based work groups, the Comprehensive Plan was then updated, reviewed by the Planning Commission and approved by the City Council by the end of 1998 and acknowledged by the State of Oregon in 2000.

- The LDC Phase 1 update was then completed and approved locally by 2000 (although various appeals delayed implementation until 2006).
- During the same time period, the West Corvallis / North Philomath Plan was approved and the South Corvallis Area Plan was initiated, completed and approved between 1996-98.
- In the early 2000s, the North Corvallis Area Plan was initiated, completed and approved.
- The Natural Features Project, a landmark effort to identify natural features and develop tools for protecting highest priority resources while accommodating efficient urbanization within the Corvallis Urban Growth Boundary, was undertaken in the early 2000s. The resulting protection measures were incorporated into the current LDC.

In my opinion, these projects were conducted with the right mix of staff support, citizen, Planning Commission and City Council engagement along with a strategic amount of consultant assistance primarily the area plans and natural features project. While circumstances are different now (including less staff and contractual service resources) and we don't want to necessarily be locked in to how things were done in the past, I believe that is a good model to start with. I can assure you that Community Development staff are very excited about having the levy funded planning resources available soon and to be part of the upcoming round of long range planning projects in Corvallis.

Review and Concur:



Jim Patterson, City Manager

7/14/2013 (revised 9/7/13 by Kent)

Planning Commission Notes from meeting by Jennifer Gervais and Kent Daniels on Wednesday July 10th

Jennifer and Kent had a wide-ranging dialog in early July regarding the role of the Planning Commission in areas other than decision-making at public meetings. Here is a compilation of what we talked about:

- * Future role of the PC for implementation of recommendations which are being made by the OSU/Corvallis Neighborhood Planning Committee. **Kent - priority 2**
- * Role of PC in advocacy/leadership in planning, staffing and funding for the next update of the City's vision statement, comp. plan and LDC. **Kent - priority 4**
- * Review of the area plans done over the last 10-15 years (West Corvallis/North Philomath; North Corvallis and South Corvallis) and discussion about how they fit into the current LDC and how they should be used by the PC.
- * Citizen Involvement (Goal One): a) How can the PC advocate for changes or improvements in citizen involvement? What is the role of the Committee for Citizen Involvement (CCI), and why has it become less active/inactive? b) What should the PC's role be in the development and implementation of the current City Council goal regarding Public Process and Participation and the newly formed Public Participation Task Force (1st meeting Sept. 19th/chaired by Kent Daniels)? **Kent - priority 1**
- * Commissioner/staff dialog: What is the PC's role in advocating with staff for interpretations of the meaning of language in the LDC (such as the interpretation used for community benefit in the recent Coronado hearings, or the breadth of variances supported, like the cul de sac access questions in the Coronado hearings)? **Kent priority 3**
- * How the Unresolved Planning issues list is used; how priorities are set for work; setting timelines/goals; how to make additions to the list; scheduling periodic updates on progress.
- * Can we use the Infill Task Force as a possible model for addressing other issues or other needs for changes? Are there other ways to take advantage of citizen involvement to assist staff and the commission with work? **Kent - priority 5**

Next steps: Review and discuss with staff at future PC meetings, including actions/decisions as are appropriate? Hold work sessions to have open dialogs about these and other topics?

December 18, 2013

Dear Members of the Planning Commission,

The League of Women Voters of Corvallis Community Planning Committee noticed on your December 18th agenda that you will be discussing the role the Planning Commission might play if Corvallis should decide to hire a Hearings Officer. We provided testimony to the City Council in opposition to using a Hearings Officer in September 2012. This testimony is attached below.

Shelly Murphy, Facilitator
LWV Community Planning Committee
541-760-9906



LWV Corvallis

PO Box 1679, Corvallis, OR 97339-1679

541-754-1172 • <http://www.lwv.corvallis.or.us>

DATE: 11 September 2012 ☐

TO: Corvallis City Council ☐

FROM: League of Women Voters of Corvallis, Kate Mathews,
President

SUBJECT: Hearings Officer Proposal

The Corvallis Economic Development Commission has forwarded for your consideration a proposal that the City of Corvallis move to use a Hearings Officer to review land use applications, rather than the Planning Commission. As we understand it, you are being asked to direct staff whether or not to investigate this proposal further. While we realize that additional staff work may reveal a range of ways in which the City could use a Hearings Officer, the League has serious concerns about the concept itself.

First, going to a Hearings Officer model will result in a loss of opportunity for our appointed Planning Commissioners, a broad range of our community citizens, to participate in important decisions about how our community grows and develops. All parties to the hearing now have an opportunity to learn more about how land use decision-making works and which Comprehensive Plan and Development Code issues are relevant to the decision. They can also hear various arguments, pro and con, and their merits publicly discussed among nine of their fellow citizens. With a hearings officer, that opportunity will be lost.

In addition, should a party to the hearing decide to appeal a decision, observation of these elements in a Planning Commission hearing can be crucial in the party's understanding and the preparation of an effective, focused, appeal based on specific legitimate criteria.

Second, use of a Hearings Officer is not free. It requires payment of a professional person. It does not employ citizen volunteers, as does the Planning Commission model. In times of high economic activity and growth, when there can be frequent applications needing review, more than one officer will be needed to keep up with the 120-day mandatory timeframe. Therefore, while applications may well get processed faster than they do currently, it appears that taxpayers will be paying for that streamlining. Please consider whether that cost will be worth it.

Additionally, as former Planning Commissioner and City Councilor Bill York has said (letter to Ken Gibb dated June 12, 2012), "individuals have biases, tendencies, and predilections." Of course, everybody does, but in a nine- person body, those qualities in any one person are offset by the varying views of the other eight. We tend to agree with Mr. York's further comment that, in his experience, "9 people (or 5 or 7) debating and deliberating an issue will always produce a fairer result than will

an individual.”

We appreciate the efforts of the Economic Development Commission as they volunteer their time and expertise to work on bolstering and strengthening our local economy. Indeed, it is a principle of the League of Women Voters that “responsible government should...promote a sound economy” and we support that role. However, another League principle holds that “democratic government depends upon the informed and active participation of its citizens.” Additionally, the Corvallis League supports “extensive, representative community participation in the...implementation of the [Comprehensive] plan” as well as “measures to ensure effective, impartial, prudent...enforcement of the implementation of the plan.”

We urge you to please take these points into consideration as you review the proposal before you.

CITY OF CORVALLIS
Public Participation Task Force Minutes
January 23, 2014 - DRAFT

Members Present:	Kent Daniels, Chair; Annette Mills, Vice Chair; Penny York; Rocio Munoz; Becki Goslow; Brenda VanDevelder; Emily Bowling; George Brown; Lee Eckroth
Members Absent:	Richard Hervey
Staff:	Mary Beth Altmann-Hughes, HR Manager; Claire Pate, Scribe
Visitors:	Stewart Wershow, Ken McCall, Kirk Bailey

<u>Agenda Item</u>	<u>Key Discussion Points</u>	<u>Action or Information Only</u>
1. Check in, introductions, review ground rules (Chair)	<ul style="list-style-type: none"> • New ground rule: “Be thoughtful; be bold.” 	
2. Review Agenda (Chair)	<ul style="list-style-type: none"> • No changes, except for order of consideration. 	
3. Review/Approve 1/09/14 Meeting Minutes (All)		Motion by Annette /seconded by Becki to approve minutes as drafted; motion passed unanimously.
4. Debrief on results/next steps resulting from 1/13/14 public meeting. Plans for 4/3/14 meeting	<ul style="list-style-type: none"> • Technical/process improvements: Rethink the butcher paper, or have each “tabler” write up a summary of table comments; shorten the beginning 15 minutes; Parking structure closure notification. • 4/3/14 public meeting will use same process. Ensure no other big meetings 	Penny will finish up the notes and will be compiling comments thematically.

<u>Agenda Item</u>	<u>Key Discussion Points</u>	<u>Action or Information Only</u>
	on same day. Develop flyer in English and Spanish for posting.	
5. Continuing CCI dialog and information updates, including how the 3 Tiny Task Forces (TTF) view possibilities	<ul style="list-style-type: none"> • Kirk Bailey gave historical context for CCI (Committee for Citizen Involvement). • Suggestion that CCI’s scope and name be changed to incorporate neighborhood association (NA) and diversity issues. • The new “CCI” could be involved with the Vision update; provide annual mini-session to describe/explain the work of existing boards and commissions; do the annual Citizen Attitude Survey; reinvigorate Neighborhood Empowerment Grants; meet with NA’s. 	1.
6. Visitor’s comments, ideas, suggestions	<ul style="list-style-type: none"> • Ken McCall asked that PPTF consider as a recommendation that persons with expertise and a connection with the City be eligible for B&C appointments even if living outside of the City. • Kirk Bailey urged that the City Council be encouraged to keep the “de novo” hearing process for land use applications so that citizens have another opportunity for testimony. • Stewart Wershow expressed four 	

<u>Agenda Item</u>	<u>Key Discussion Points</u>	<u>Action or Information Only</u>
	<p>concerns: 1) treatment of the Watershed Commission; 2) CIP was not listed in Penny’s draft recommendation for B&Cs; 3) where the Neighborhood Watch program best fits – CCI or Public Safety; 4) how transportation issues affect parks and natural space.</p>	
<p>7. Updates from the 3 New Tiny Task Forces (TTFs) and next meeting dates (Brenda, Annette, Emily)</p>	<ul style="list-style-type: none"> • Updates given. • Brenda distributed a “Draft Recommendation Advisory Boards and Commissions Operations and Structures.” (Attachment A) • Rocio distributed Draft 5 Guiding Principles, in English and Spanish (Attachment B) • Emily has drafted a format for their TTF’s report, to be fine-tuned at the TTF’s next meeting. • Kent distributed a draft for a format to be used for the final report to be given to City Council (Attachment C). 	<ul style="list-style-type: none"> • General agreement that the role of the new “CCI” should be included under the TTF dealing with B&C recommendations. • General agreement that all three TTF reports will be melded into one document for presentation to City Council. • Recommendations will be tied to each City Council charge given to PPTF. • Consideration should be given to a recommendation that the City have a public information officer (PIO) position.
<p>8. Check-out Was time used efficiently? Was everyone prepared? Everyone heard? Meeting process okay? Can we do better? Agenda for next meeting? (Richard/All)</p>	<ul style="list-style-type: none"> • Consensus was that it was a good meeting. • Next meeting: TTF updates and drafts; additional discussion of April 3, 2014 public meeting. 	

<u>Agenda Item</u>	<u>Key Discussion Points</u>	<u>Action or Information Only</u>
9. PPTF meeting ends; breakout into TTFs	<ul style="list-style-type: none"> The meeting was adjourned at 12:50pm 	

Respectfully submitted, Kent Daniels, Chair

Next Meeting: February 13, 2014

DRAFT RECOMMENDATION
ADVISORY BOARDS AND COMMISSIONS OPERATIONS AND STRUCTURE

1- Recommendation for consistent standards for all Advisory Boards, Commissions, and Task Forces

1. A staff liaison and recorder assigned to each Advisory Board, Commission, and Task Force.
2. Minutes taken in a consistent format including:
 - a. key discussion point minutes for Advisory Boards and Task Forces,
 - b. detailed minutes for Commissions as required by statute.
3. Guidelines provided for consistent communication and outreach to community members.
4. Annual process for all Advisory Boards and Commissions to propose work plans including goals and desired outcomes to a standing committee of the City Council for review, revision, and approval.
5. Mayor to host an annual gathering of all chair and vice-chairs to reduce silos, encourage dialogue, and foster cooperation among Advisory Boards and Commissions.
6. Orientation provided to all new appointees prior to attending first meeting.
7. Training provided for chair and vice chair (Lake Oswego example): i.e. review public meeting laws, agenda development, developing goals, objectives and annual work plan. *(The new Community Involvement and Diversity Advisory Board would develop this process.)*

2- Statement of the purpose of citizen engagement through Advisory Boards, Commissions, and Task Forces

Members of Advisory Boards, Commissions, and Task Forces provide an invaluable service to our city. These groups advise the City Council on a wide variety of subjects. The expertise and work of citizen groups often serve as a catalyst for innovative city programs and improved services.

Serving on an Advisory Board, Commission or Task Force can be a rewarding experience for community service-minded residents. It is a productive way to participate in the functioning of local government and assists City Council members in understanding the values of their constituents. The role of these committees is to provide input to city staff and advice and recommendations City Council.

3- How individuals are appointed

Many Advisory Boards and Commissions include community members with expertise or experience thus providing additional resources in the review and planning of city activities. The Mayor is responsible for appointing individuals to fill vacancies. Anyone living or working within the city is eligible to apply for a vacancy, the Mayor conducts a brief interview, staff provides input and often talks with the nominee to review roles and responsibilities of serving on the committee and the nomination is approved by a vote of the City Council.

Recommendations to increase awareness of vacancies and transparency of the appointment process:

- a. Establish a Mayoral advisory group to meet quarterly for review of vacancies and interested volunteers for Advisory Boards and Commissions.
- b. Actively seek nominees from varied socioeconomic, racial, and ethnic backgrounds and younger nominees.
- c. Seek input from current Commission and Advisory Board chair for potential nominees to fill vacancy.
- d. Review and improve how vacancies are publicized.

4- Types of committees- Commissions, Advisory Boards, Task Forces

For consistency and clarity, we recommend three distinct types of committees: Advisory Boards, Commissions, and Task Forces.

Commission

A standing committee to which the City Council has delegated decision making authority. Commissions annually propose goals and desired outcomes to a standing committee of the City Council for review, revision, and approval.

Advisory Board

This type of standing committee is established by City Council resolution and serves in an advisory capacity to the Mayor and City Council. Advisory Boards annually propose work plans including goals and desired outcomes to a standing committee of the City Council for review, revision, and approval.

Task Force

Task Forces are formed to achieve a particular goal and outcome and generally active for a limited time and scope. The City Council resolution identifies the term of the committee, the task to be completed, the timeline for completion of the project and other direction as the City Council deems appropriate.

Other city groups may be formed by the Mayor or city staff for particular reasons.

5- Recommendation of changes to Advisory Boards and Commissions

The objective of this recommendation is to **make decision making in the City more effective**; and to build a web of **strong interrelationships of Advisory Boards** with a **broad scope** which can address City planning such as master plans supported by staff with **efficient use of city resources**.

Each Advisory Board and Commission will have a direct relationship with a City Council standing committee as shown below. Newly named Advisory Boards are in **bold**.

- City Council- Human Services Committee *people*
 - Arts and Culture Advisory Board (broaden scope to include Public Art Selection)
 - **Community Involvement and Diversity Advisory Board** (broaden scope of CCI, MLK, include relationship with Neighborhood Associations)
 - Corvallis-Benton County Public Library Advisory Board
 - **Public Safety Advisory Board** (broaden scope of Police Review to include Fire)
 - Parks, Natural Areas, and Recreation Advisory Board (broaden scope to include Civic Beautification and Urban Forestry)

- City Council- Urban Services Committee *land use*
 - Historic Resources Commission
 - Housing and Community Development Advisory Board
 - Planning Commission
 - **Transportation Advisory Board** (broaden scope of Bicycle Pedestrian, Transit, and Downtown Parking Commissions)

- City Council- Administrative Services Committee *finance*
 - Airport Advisory Board
 - Budget Commission
 - Economic Development Advisory Board (broaden scope to include Downtown Commission)
 - **Water Advisory Board** (broaden scope of Watershed Advisory Board)

Public Participation Task Force

GUIDING PRINCIPLES (Draft 5 – 01/22/14)

1. **Collaborative Democracy** - Enhance and support a community-driven democracy in city government. Ensure that there is a genuine intent and attitude by the City and community members to listen to all sides and to attempt to understand different viewpoints.
2. **Diversity** – Seek input from all viewpoints, backgrounds, and philosophies. Treat each person with dignity, fairness, and respect.
3. **Openness** - Promote fair, open and respectful processes that allow all who are interested or affected to have an equal opportunity to participate.
4. **Inclusiveness** - Create a variety of ways for community members to participate and influence decisions.
5. **Accountability** - Use decision-making processes that are transparent and that create trackable decisions with clearly defined responsibilities.

PRINCIPIOS FUNDAMENTALES

1. **Trabajo colaborativo en la Democracia** – mejorar y apoyar una democracia gubernamental dirigida por la comunidad. Asegurarse que haya un intento y actitud auténtica y práctica por parte de la Ciudad y miembros de la comunidad para escuchar todas las perspectivas e intentar a comprender diferentes puntos de vista.
2. **Diversidad** – solicitar opiniones desde todas las perspectivas, orígenes y filosofías. Tratar a cada persona con dignidad, igualdad y respeto.
3. **Transparencia** - Promover procesos justos, abiertos y respetuosos que permiten a aquellos interesados o afectados a tener una oportunidad para participar.
4. **Integración** – Crear una variedad de maneras para que miembros de la comunidad participen e influyan las decisiones.
5. **Obligación** – Usar procesos para hacer decisiones responsables y que sean transparentes.

DRAFT/DRAFT/DRAFT

1/22/14

**DRAFT OUTLINE FOR RECOMMENDATIONS DOCUMENT FROM THE CORVALLIS
PUBLIC PARTICIPATION TASK FORCE**

- I. INTRODUCTION AND BACKGROUND STATEMENT - reference CC Charge and citizen document from July 2013
- II. EXECUTIVE SUMMARY - Overview of recommendations
- III. PUBLIC PARTICIPATION GUIDING PRINCIPLES - from TTF
- IV. BOARD AND COMMISSION RECOMMENDATIONS - from TTF
- V. NEIGHBORHOOD ASSOCIATION RECOMMENDATIONS - from TTF
- VI. GENERAL PUBLIC PARTICIPATION RECOMMENDATIONS -from TTF
- VII. IMPLEMENTATION/NEXT STEPS RECOMMENDATIONS - Emphasize role of new CCI (new name); give a range of options.
- VIII. APPENDICES AND ATTACHMENTS - List of PPTF volunteers; the full CC charge; the July 2013 citizen doc; research outline including cities and other organizations contacted. Include a PPTF process/procedures outline of what we did and how process was development and carried out.

**WATERSHED MANAGEMENT ADVISORY COMMISSION
MINUTES
November 20, 2013
DRAFT**

Present

Charlie Bruce, Chair
Jessica McDonald, Vice-Chair
Sheryl Stuart
David Zahler
Jacque Schreck
David Hibbs

Absent

Creed Eckert
Richard Hervey, City Council Liaison

Staff

Jennifer Ward, Public Works
Brian Rigwood, Public Works
Jon Boyd, Public Works
Mark Miller, Trout Mountain Forestry

Visitors

Frank Davis, Siuslaw National Forest
Ken McCall

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Call Meeting to Order/Introductions	X		
II. Review of Agenda	X		
III. Review of October 23, 2013 Minutes			Approved
IV. Visitor Comments	n/a		
V. New Business • Discuss 2014 WMAC Leadership Positions & Meeting Time		X	Begin meetings at 5:15 p.m. as of January 22, 2014
VI. Old Business • Report on MAMU Meeting With USFWS and Possibility of a 2014 Harvest • Corvallis Forest Stewardship Plan Implementation FY 2013-14, Possible Outreach, Monitoring, and Harvest Projects	X	X	No FY 13/14 harvest
VII. Staff Reports	X		
VIII. Commission Requests and Reports	X		
IX. Adjourn			6:40 p.m.

CONTENT OF DISCUSSION

I. Call Meeting to Order/Introductions

Chair Bruce called the meeting to order and those present introduced themselves, including Brian Rigwood, the Acting In Capacity Utilities Division Manager in place of former Utilities Division Manager, Tom Penpraze, recently retired.

II. Review of Agenda

No changes were recommended.

III. Review of Minutes

Commissioner Schreck moved to approve the October 23 minutes. The motion was seconded and the minutes were approved unanimously.

IV. Visitor Propositions

None.

V. New Business

Discuss 2014 WMAC Leadership Positions & Meeting Time

The Commission decided to change the meeting time to 5:15-6:45 p.m., still on the 4th Wednesday of the month and in the same location.

The Commission will discuss leadership positions at their next meeting.

VI. New Business

Report on MAMU Meeting With USFWS and Possibility of a 2014 Harvest

Mr. Miller summarized the meeting, noting that this has been a good year for Marbled murrelets. He stated that the issue of a 2014 harvest is complex. At this late date, it would be very difficult to find a logger who could complete the thinning before the Marbled murrelet breeding and surveying season begins in the spring and costs would be high. Additionally, it was noted that all stands that were included in the last round of MAMU surveys need to be harvested in the next five years (i.e. by the end of September 2014) or they will need to be resurveyed. The stand recommended for thinning in 2014 falls in this category of previously surveyed stands. However, the USFWS has approved thinning that stand in the fall of 2014, as long as operations are complete by March. Frank Davis, from the US Forest Service, provided details on the USFS's plans for thinning and harvesting in the next couple of years. The Commission discussed options for timing and size of the next harvest and supported the staff recommendation to not undertake a harvest in FY 2013-14.

Corvallis Forest Stewardship Plan Implementation FY 2013-14, Possible Outreach, Monitoring, and Harvest Projects

Ms. Ward presented the results of the Commissioners' prioritization of possible projects and provided a break-down of the watershed fund for the remainder of this fiscal year as well as estimates for next fiscal year. Based on the Commission's priorities and input, staff will prepare a proposal of which projects to fund and present it for the Commission's consideration at the next meeting.

VII. Staff Reports

Ms. Ward reported that the proposal staff submitted to the Stewardship Group was funded in full and the City was granted \$58,000 for additional habitat enhancement on the Old Peak Meadow.

Mr. Miller reported that Trout Mountain received information from the PNW annual Northern spotted owl survey on Forest Service and City land in the watershed. He noted that no owls were observed on City land, but there were two sightings on adjacent Forest Service property. He noted that the PNW Research Station likely will not continue conducting these NSO surveys, which have been at no cost to the City of Corvallis, and that the City will need to look into performing its own surveys.

VII. Commission Requests and Reports

Commissioner Zahler referred to an email that had been provided to the Commission by Jim Fairchild regarding potential impacts of proposed legislation on former O&C lands that fall within the greater Rock Creek watershed. There are no O&C lands within the City-owned portions of the watershed. However, there are approximately 1,500 acres of O&C lands on the Siuslaw National Forest, which are part of the Rock Creek drainage area.

Former City Watershed Specialist and US Forest Service employee Ken McCall offered some clarification on the nature of these lands which were transferred by an Act of Congress from the BLM to the USFS in 1920. It is therefore unclear whether proposed legislation applies to them. These lands have been managed by the US Forest Service specifically for watershed protection since that time. Additionally, the guidelines of the Northwest Forest Plan prevent any clear-cutting from taking place on these lands.

Frank Davis, USFS, provided a map that highlighted the O&C lands which fall within the greater Rock Creek watershed. Approximately 725 acres are of stands less than 125 years old, while approximately 775 acres are of stands greater than 125 years old. Mr. Davis indicated that many of the stands within these former O&C lands were in the process of being thinned or had been thinned already.

The Commission felt that no action was required at this time, but commissioners and staff will continue to track the progress and evolution of both Congressmen DeFazio's and Wyden's bills.

IX. Adjourn

The meeting was adjourned at 6:40 p.m.

NEXT MEETING: January 22, 2014, 5:15 p.m., Madison Avenue Meeting Room

MEMORANDUM

To: City Council Members
From: Julie Jones Manning, Mayor 
Date: January 21, 2014
Subject: Appointment to Downtown Commission

I am appointing the following person to the Downtown Commission for the term of office stated:

Shelly Signs
Term expires June 30, 2015

Shelly is employed at Oregon State University and was recommended to membership on the Downtown Commission by OSU's Vice President for University Relations and Marketing, Steve Clark.

I will ask for confirmation of this appointment at our next Council meeting, February 18, 2014.

1006

MEMORANDUM

To: City Council Members

From: Julie Jones Manning, Mayor



Date: January 29, 2014

Subject: Confirmation of Appointment and Re-Appointment

At our last regular meeting, I appointed the following person to the Board of Appeals for the term of office stated:

Bob Hazleton
Term expires June 30, 2015

At our last regular meeting, I also re-appointed Luis Rosa to the Commission for Martin Luther King, Jr., for a term of office expiring June 30, 2016.

I ask that you confirm this appointment and this re-appointment at our next Council meeting, February 3, 2014.

1007

MEMORANDUM

To: Mayor and City Council

From: Ken Gibb, Community Development Director 

Date: January 30, 2014

Subject: Scheduling a Public Hearing to consider the Planning Commission's Recommended Conditions of Approval for the Campus Crest / The Grove Conceptual and Detailed Development Plan and Subdivision Requests (PLD13-00003, and SUB13-00001)

On January 29, 2014, the Planning Commission held a special meeting to prepare a recommendation regarding Conditions of Approval to be applied to the Conceptual and Detailed Development Plan and Subdivision components of the Campus Crest application. The Planning Commission has met and prepared a recommendation for your consideration. Since the Planning Commission's recommendation contains modifications to the staff-recommended conditions of approval that are in the record of the case, and as the Council directed during the January 6, 2014, meeting, this re-opened hearing will be limited in scope to the conditions of approval recommended by the Planning Commission. This would include an allowance for additional public testimony on the limited topic of appropriate conditions of approval necessary to ensure compliance with applicable decision criteria for the Planned Development and Subdivision applications.

The City Council is asked to schedule a public hearing to consider the Planning Commission's recommendation and additional public testimony on the topic of appropriate conditions of approval. Consistent with the January 15, 2014, memorandum to the City Council, Staff recommend that this hearing be scheduled on February 18, 2014.

MEMORANDUM

To: Mayor and City Council

From: Tony Krieg, Customer Services Manager 

Subject: Liquor License Investigation- The Red Fox Cafe

Date: January 27, 2014

The City has received an application from Cloud Davidson, owner of the Red Fox Café, located at **2305 NW Monroe Ave, Corvallis, OR 97330**. This application is for a **New Outlet with a Full on premise sales liquor license**.

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

Staff recommends the City Council authorize endorsement of this application.

Full On-Premises Sales License:

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

*** * * MEMORANDUM * * ***

JANUARY 27, 2014

TO: MAYOR AND CITY COUNCIL

FROM: JIM PATTERSON, CITY MANAGER 

SUBJECT: JANUARY 27, 2014 CITY LEGISLATIVE COMMITTEE WORKING NOTES

1. Call to Order

The meeting was called to order by Mayor Manning at 10:02 am, with Councilors Hal Brauner and Penny York present. Also in attendance were Fire Chief Roy Emery, Police Chief Jon Sassaman, Finance Director Nancy Brewer and City Manager Jim Patterson.

2. 2014 Legislative Short Session Topics, LOC Priorities

Mayor Manning opened the meeting by welcoming members of the committee and staff present. She reminded the group that Benton County will again host multi-jurisdictional breakfast meetings while the Legislature is in short session beginning next week and that Councilor York will be attending the first meeting on February 8, 2014.

City Manager Patterson provided the committee with the Senior Staff Legislative priorities (Attachment A). City of Corvallis Senior Directors reviewed and provided a ranking of the 2014 "Short" Legislative Session list provided by the League of Oregon Cities.

The City Manager asked Finance Director Brewer to share information with the committee on her thoughts about Property Tax reform and Franchise fees. She said that property tax reform would remain a focus for legislators and the committee for reform, of which both she and Mayor Manning are members. In her comments she said that the Governor will likely focus on revenue reform and that our City should be prepared to voice our concerns over the legislators taking any action related to property tax reform or otherwise that helped the State, but was detrimental to local governments. She said it is unlikely much progress on this item would be made in the short session and it will probably be back in the 2015 Session. On the topic of Franchise fees, Finance Director Brewer made it clear that this is another issue that sees the State considering changes in the current arrangement with franchisees that could be a detriment to local government. The City of Corvallis collects approximately \$5 million dollars in franchise fees, making it the second biggest general fund revenue source. Aside from the concerns related to changes that could impact revenue to local governments, the other major concern is the governance of a city's right-of-way and control over what happens in that right of way and when. This could be a topic during this short session to watch.

Chief Sassaman and Fire Chief Emery shared their thoughts about item #3 on the priority ranking by Senior Staff, labor and supervisory management. In both the Police and Fire Departments a change in the language on how a "supervisor" is defined could mean that current supervisory

command level staff members would be included in the represented employee group. Councilor York wanted to know how those potentially affected by a change in the Police and Fire Department viewed this topic. Both Chief Sassaman and Chief Emery stated their command staff that could be affected was not in favor of the proposed changes. This could have a number of negative impacts including the significant increase in departmental budgets because of overtime.

City Manager Patterson mentioned that in a news article today, it was reported that the Oregon Legislature had placed a high priority during the short session on four areas: the Columbia River Bridge, Gun Control, Marijuana legalization and Cover Oregon. In a short session it will be interesting how many of the topics being discussed would get attention by legislators considering they have five weeks.

The committee did have a discussion about item #9, legalization of marijuana. Police Chief Sassaman shared with the committee that it feels like there is a “tsunami,” a large wave that is moving forward and that legalization of marijuana for recreational use is likely a reality. He added that if legalization occurs, the cost of enforcement for our City will increase. Finance Director Brewer added that there will need to be changes in the banking industry to deal with what has traditionally been an all cash business because of the illegal status of marijuana federally. Councilor York and Councilor Brauner both commented that their hope was that our City would focus on preparing for a responsible and sensible approach to dealing with the legalization of recreational use of marijuana by those over 21.

City Manager Patterson said that he has received questions from citizens about why the City of Corvallis was not taking steps to ban medical marijuana dispensaries like many other cities are doing. Based on the uncertainty of how the State will deal with the issue and the potential legalization by the State, the City could get involved in very costly litigation if it took a position at this time. He did say that the conversations that Council has had and the briefing the Chief of Police has provided to the City Council in recent meetings has been one way to get the public and Council talking about this topic.

Mayor Manning did mention briefly one other item that could a topic for legislative action and that was the sale of liquor in retail stores as opposed to state run liquor stores.

3. Future Meeting Schedule

The next Legislative Committee meeting is scheduled for February 10, 2014 at 10:00 am in City Hall Meeting Room A.

4. Adjournment

The meeting was adjourned at 10:58 am.

MEMORANDUM

January 27, 2014

TO: Legislative Committee
FROM: Jim Patterson, City Manager
SUBJECT: **Senior Staff Legislative Priorities**

I. Issue

City of Corvallis Senior Directors review and provide feedback to the Legislative Committee on their priorities for the 2014 "Short" Legislative Session that the League of Oregon Cities is preparing for.

II. Discussion

Prior to legislative sessions, the Leadership of the Corvallis City Council asks City of Corvallis Senior Directors to review the list of items the League of Oregon Cities is preparing. Once a review is complete, Senior Directors rank in priority order based on the items of collective importance from the administrative leadership's point of view. This year feedback was also solicited from the City of Corvallis / Benton County Economic Development office.

III. Results of Ranking

Based on the list provided by the League of Oregon Cities, included in the Legislative Committee packet, the rankings by city staff are as follows:

1. Property Tax Reform
2. Franchise Fees
3. Labor and Supervisory Management; Public Contracting
4. Local Improvement Districts
5. 9-1-1 Tax on Prepaid Wireless
6. Local Appeal Fees
7. Water Supply Development Fund Appropriations
8. Transportation
9. Legalization of Marijuana

IV. Requested Action

For Legislative Committee review and consideration. No requested action required at this time.



Jim Patterson – City Manager



League Preparing for 2014 “Short” Session

By Craig Honeyman, LOC Legislative Director

The constitutionally-mandated 35-day (“short”) session commences on February 3, 2014. As there has been no election since the 2013 session adjourned, the make-up of both chambers

remains the same. Democrats will continue to hold a 16-14 majority in the Senate and a 34-26 majority in the House.

Whereas “supplemental” sessions in 2008 and 2010 were relatively devoid of major policy initiatives and disputes, the first regular, constitutionally-mandated short session in 2012 was anything but. So the expectation that major policy issues will come up in 2014 is high.

With the most recent revenue forecast estimating a \$136.4 million increase from the prior forecast, the Legislature’s budget rebalance efforts will be largely benign. However the possibility of a personal income tax kicker continues to grow as these revenues continue to increase (up 1.2 percent since the close of the session).

The 2014 short session is also likely to be characterized by legislation dealing with unfinished business from the 2013 regular session. In addition, because 2014 is an election year, the possibility of partisan squabbling (which was beginning to become very noticeable during the 2013 session) is greater as members and party caucuses position themselves for November.

As the short session approaches, the League’s Intergovernmental Relations (IGR) staff is in preparation mode. The following is a forecast of some of the major legislative issues that the League is working on for 2014.

Property Tax Reform

While the League’s two property tax referral measures (local option levies outside of compression and reset-at-sale) will not be introduced in the 2014 session, LOC staff will continue its efforts to communicate the negative impacts of Measures 5 and 50 on local governments, strengthen stakeholder alliances and position itself to be a major player in any tax and fiscal reform efforts that might be undertaken in 2015.

Legalization of Marijuana

The League will be involved in any legislative discussion concerning legalizing the recreational use of marijuana. Of particular concern are issues relating to oversight responsibility; local licensing; siting and zoning authority; production limits; taxation; and revenue distribution.

Local Improvement Districts

Cities rely on local improvement districts to complete important infrastructure benefitting an area within the city’s boundaries. The League is concerned that legislation will be introduced to limit the ability of cities to use this financing mechanism, thus undermining the concept that the beneficiaries of specific improvements should bear the cost of those improvements. The result could be the delay or cancellation of projects due to a city’s inability to afford them out of their general fund.

Local Appeals Fees

Another attempt to cap the amount a city may charge for local appeals of complex land use decisions is expected in 2014. Currently, cities may charge appellants up to the cost of the appeal to a city council. Proponents of such a bill will want to set a cap at \$1,000. The basis for the League’s opposition will include the assertion that cities often use a public process in setting these fees, and examines its costs and revenues to make determinations about subsidizing the cost of an appeal.

9-1-1 Tax on Prepaid Wireless

While the Legislature approved a bill in 2013 extending the sunset date for the 9-1-1 tax on telecommunication services in support of the emergency communications system, prepaid cell phone products and services were not included and remain exempt from the tax. Prepaid products are a rapidly-growing segment of the telecommunications industry and are also utilized to access the emergency communications system. The League will work with its public safety partners on legislation ensuring that prepaid cell phone users pay their fair share for this vital service. Further, the League will accept whichever tax collection mechanism is

preferred by the Legislature (point-of-sale or provider), but will advocate for language requiring the Oregon Department of Revenue to report on the cost-effectiveness and revenue impact of the method selected.

Water Supply Development Fund Appropriations

The League will request a budget note to an anticipated state budget reconciliation bill, or any other related appropriations legislation, clarifying the allocation of lottery funds from the Water Supply Development Fund for two projects authorized during the 2013 session:

- The state's \$1.5 million match for a water reallocation project in the Willamette Basin; and
- \$750,000 for a comprehensive study for the Deschutes River Basin.

Following a \$10 million appropriation to the development fund in 2013, these projects need a budget note in order to finalize funding outside the loan and grant process described in the authorizing bill.

Labor and Supervisory Management; Public Contracting

The League will once again oppose expected legislation amending Oregon collective bargaining law that would place supervisory employees into collective bargaining units and require mid-term bargaining to be subjected to binding arbitration. Further, the League will urge caution with regard to changing Oregon's public contracting code due to the complexity of the issue and the time constraints of a short legislative session.

Franchise Fees

The League worked on legislation in 2013 to address the statutory restrictions and inequities built into the state code relating to how cities charge franchise fees of telecommunication companies. While that legislation did not pass, the issue is likely to reappear and this time in the form of a bill that does not treat cities as favorably as the bill considered in 2013. The League will continue to oppose any additional preemptions on local authority related to franchise fees and other right-of-way management policies as well as

For the 2014 short session, the League's objectives and desired outcomes include:

1. Property tax reform messaging and alliance-building
2. Adherence to League principles concerning the legalization of marijuana for recreational use
3. Maintenance of local improvement districts as an economic development tool
4. Inclusion of prepaid wireless under the 9-1-1 tax
5. Adequate funding for the state's water supply development activities
6. Defeat of any legislation preempting local right-of-way management or fee authority
7. Preparation for a major 2015 transportation funding package

legislation that adversely impacts any city's revenue derived from telecommunications revenue. As this article is being written, however, it has become apparent that the industry-proposed bill, as originally drafted, does not pass muster with potential legislative sponsors and may morph into a study bill.

Transportation

Although there may be bills providing technical fixes in certain areas of transportation policy/funding, no major legislation is expected. However, there is growing talk of a major, multi-modal transportation package in the 2015 session. Much groundwork will have to be laid both in the Capitol during the 2014 session as well as around the state throughout the year. The League will continue to be an integral part of those discussions, especially relating to funding for maintenance, repair and small city allotments.

City officials will once again be able to follow legislation of interest to them by logging on to Bill Tracker on the Legislative page of the League's website. The weekly Friday *LOC Bulletin* will also be useful in staying current with developments in the Capitol. At the conclusion of the 2014 short session, the League will once again publish its bill summary online. ☺

Policy Committee Process Underway

In addition, 2013 will be marked by the League's annual policy committee process. Once again, in preparation for the 2013 session, the League's eight policy committees will meet from March to May to identify issues and set legislative priorities for member and LOC board consideration. Throughout the summer city councils will review and make committee recommendations. Then, prior to City Hall Week (September 8-12), the board will formally adopt the League's legislative priority agenda for 2013.

JANUARY 2012



The privatization of liquor: Five city principles

Cities recognize there will be continued debate about the privatization of liquor sales in Oregon. Safe and financially sound cities need careful siting of liquor stores and reliable revenues. The League of Oregon Cities encourages the Legislature to consider the following five city principles:

PRINCIPLE #1: Cities and counties must receive state-shared liquor revenues equal to the expenses they incur preventing, policing and treating alcohol-related issues.

Combating alcohol-related crimes and social problems requires a significant investment of local government staff time and money. A 2011 League study found that alcohol is involved in a high percentage of crimes, such as rapes, assaults, disorderly conduct and property damage. The study also found that driving under the influence can cost a city up to \$2,500 per arrest.

Prevented from raising revenue locally, cities and counties rely on state liquor revenue sharing to help defray the costs incurred providing alcohol-related public safety services. However, the enormous cost of providing criminal justice, enforcement, and prevention and treatment services – estimated at \$109 million annually in a study conducted by ECONorthwest – exceeds the \$74 million in annual state-shared revenues that local governments receive for providing these services. This means that alcohol-related expenses are cutting into funds that cities and counties need to maintain other vital services for their citizens.

PRINCIPLE #2: Local governments must receive increased control over the issuance and revocation of liquor licenses.

Local governments also lack the ability to shut down perennial “problem drinking establishments” within their borders. The League’s 2011 study found that half of the twenty cities surveyed reported having 21 problem drinking establishments within their borders. These establishments were responsible for over 3,300 emergency calls, consuming more than 3,700 hours of officer time. Moreover, 508 assaults and 22 serious assaults occurred as these businesses, and 76 individuals were arrested on DUI-A offenses after leaving the premises. The total cost for policing these 21 problem drinking establishments was estimated to be just shy of a quarter of a million dollars (\$249,615).

PRINCIPAL #3: Restrictions must be placed on licensing to ensure that only a reasonable number of retail sites are allowed.

Should Oregon privatize liquor sales, limits must be placed on the number of establishments that can sell liquor. While any privatization effort will likely result in a net increase of establishments selling liquor, the absence of a limit or criteria would create regulatory and enforcement difficulties, as well as public safety concerns.

PRINCIPLE #4: Local governments must be able to exercise zoning control in order to prevent the inappropriate locating of retail sites.

Similarly, given the likely increase in establishments selling liquor, cities should be empowered to exercise control over the inappropriate locating of retail sites, such as next to alcohol treatment facilities, schools, parks, shelters or community centers.

PRINCIPLE #5: Enable local governments to designate alcohol-impact areas and restrict the sale of alcohol within those areas.

Alcohol can exact a toll on particular neighborhoods, particularly downtowns, where

vulnerable populations often gather. Many cities desire the ability to create alcohol-impact areas – designated areas that suffer from inflated crime and disturbance rates due in part to heavy public alcohol use, wherein alcohol sales could be restricted.

Currently, only cities with more than 300,000 residents are able to petition the Oregon Liquor Control Commission to establish an alcohol impact area. However, the City of Eugene experimented with a voluntary program in one city neighborhood. Convenience store owners in that area voluntarily stopped selling low-cost malt liquor for a three month period between 2009 and 2010, resulting in a significant decrease in crime.

For more information:

Chris Fick
Intergovernmental Relations Associate
cfick@orcities.org
(503) 588-6550

Scott Winkels
Intergovernmental Relations Associate
swinkels@orcities.org
(503) 588-6550

About the League of Oregon Cities

Founded in 1925, the League of Oregon Cities is a voluntary association representing all 242 of Oregon's incorporated cities. The League helps cities serve their citizens by providing legislative services, policy setting, intergovernmental relations, conferences and training, technical assistance and publications.

From: Patterson, Jim
Sent: Tuesday, January 21, 2014 9:54 AM
To: Holzworth, Carla
Subject: FW: Local Improvement Districts

Carla:

Please include the e-mail below from the City Manager in Keizer in the Legislative Committee packet.

Thanks for your assistance.

Jim Patterson
City Manager
541-766-6901



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From: Patterson, Jim
Sent: Monday, January 13, 2014 11:40 AM
To: 'Julie Manning'; 'Biff Traber'; Hal Brauner; 'Richard Hervey'
Cc: Holzworth, Carla
Subject: FW: Local Improvement Districts

Good Morning:

Here is a copy of one of many e-mail I have reviewed from the OCCMA list serve (City and County Managers) on the Local Improvement District legislative issue. I referred to this e-mail in our Leadership meeting this morning.

Have a great week.

Jim Patterson
City Manager
541-766-6901



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From: Eppley, Christopher [<mailto:EppleyC@Keizer.org>]
Sent: Wednesday, January 08, 2014 2:40 PM
To: Oregon City/County Management Association
Subject: [occma] Local Improvement Districts

Cohorts:

I feel compelled to discuss this issue because I'm afraid Keizer is the direct target (and thus the cause) of legislation being prepped for the short session that would limit our ability to utilize Local Improvement Districts as a funding mechanism for infrastructure projects. Whether or not you have heard of this issue, you are likely to in the next couple of months, thus please give me a moment to solidify the issue for you.

The setting revolves around a local improvement district the City of Keizer initiated at the request of a development group to fund public infrastructure (streets, sewer, water, storm sewer) for a commercial and office development at I-5 exit 260 entering our community. The developers gained the consent of a particular set of property owners on the edge of the development (though still within the development's ultimate boundaries), by agreeing to pay them a fairly exorbitant amount of rent and also cover the LID payments as part of a lease agreement.

Fast forward to today. The developer has reneged on his lease promises, the LID payments (and property taxes) have not been paid for more than 2-years now placing the City in a precarious position to have to cover this private debt at the end of the bond term, and the property owner is now disillusioned about the risk/reward model implicit in a free market capitalist system. As our only remedy, the City has initiated foreclosure proceedings on the property in default in an attempt to sell it and recoup a portion of our bond obligation.

Though earning dump truck loads of money over the first several years of the lease when the developer was still fulfilling his obligations to the property owner, said property owner has been able to convince Representative Clem, who happens to be none to fond of Keizer

because of a separate matter, to sponsor legislation during the short session that would change the way LIDs can be implemented in the future...and also retroactively void the LID agreements, waivers, and other contracts these specific property owners lawfully entered into with the City of Keizer back in 2008 (at their own request), sticking the City with \$millions in LID bonds that built infrastructure leading up to their property making it developable.

This impacts you because if the legislature can single out one city and indiscriminately void legal contracts entered into by knowing parties and waive debt obligations for a developer or property owner that took a risk in an attempt to make silly amounts of cash and lost, then any developer who can gain the favor of a State legislator can do the same to any city for any reason making LIDs too risky a tool to utilize, taking one of our last economic development tools away from us.

I strongly encourage you not to view this as the legislature singling out one particular city that isn't yours, thus not affecting you (which is how it is being framed) and see it for what it is...a gross and audacious attack on home rule authority and an incredibly dangerous precedent that can affect all of us when we're not expecting it. Please help us keep the LOC engaged on this matter and urge your legislators to discourage these types of attacks against cities.

Please call me for any more information you'd like about the topic.

Christopher C. Eppley
City Manager

City of Keizer, OR
930 Chemawa Road, NE
Keizer, OR 97303
503-390-3700
eppleyc@keizer.org
www.keizer.org



MEMORANDUM

DATE: January 29, 2014

TO: Mayor and City Council

FROM: Jason Yaich, Associate Planner

SUBJECT: Written Testimony Received Related to the OSU Street Standards Land Development Code Text Amendment (LDT13-00001)

During the January 21, 2014, City Council public hearing for the OSU Street Standards text amendment, the City Council received a request to hold the written record open and granted that request. The record was held open until 5pm, January 28, 2014.

Two additional pieces of written testimony were received by the 5pm deadline noted above, and are attached to this memorandum for your review.

Yaich, Jason

From: morriecraig@comcast.net
Sent: Tuesday, January 28, 2014 11:28 AM
To: Yaich, Jason
Subject: Testimony in support for OSU Street Standards (Text Amendment)

RECEIVED

JAN 28 2014

Dear: Mayor of Corvallis,
City Council Members,
City of Corvallis Staff Members,
Oregon State University Staff

Community Development
Planning Office

As property owner in the OSU neighborhood (Campus Historical District), we support the Land Development Text Amendment relating to street standards on the OSU campus (LDT13-00001/LDC Chapter #3.36-OSU Zone).

We feel this proposed amendment is logical, practical and designed to conserve resources (time, money, etc.).

We commend Oregon State University.

Dr. and Mrs A. Morrie Craig

January 28, 2014

JAN 28 2014

Dear Corvallis City Council Members and Mayor Manning:

Community Development
Planning Division

Oregon State University has asked for text amendments that amount to **significant special exemptions** to the Corvallis Land Use Code concerning streets in the so-called "Oregon State University Zone". In view of other matters before the Council, this request is untimely since it has not received full review of its implications for those other matters and any mitigation requirements that should also be imposed.

Council is currently considering significant restrictions on the public's right to equal access in the use of public streets around the OSU Zone. Highlighting how this matter has deeper roots and civic significance, a recent story in the Corvallis newspaper of record, the *Corvallis Gazette-Times*, was headlined "Parking districts are a superstorm heading toward Corvallis." The author concluded the story with the comment:

Because when this typhoon hits, likely in September of 2014, there are going to be a lot of people in town who will be crying "Why didn't they tell me about this?"

I just did.

People need to start paying attention now.¹

This plan was the product of a Collaboration Project which, by virtue of being a conduit for policy proposals that received privileged consideration by Council, was arguably designed to exclude diverse public voices and disadvantage most of the public in the deliberative process. Most importantly, this plan implements an attempt to make sweeping traffic flow and street use changes that have region-wide impacts. Neither the party with self-interests (OSU), nor the Collaboration, nor the City has conducted the appropriate traffic and other environmental impact studies required to provide the press as the public's witness, much less the public generally, with sufficient information to understand why a "superstorm is headed towards Corvallis".

Given what is actually happening with the failure of the City to enforce legitimate requirements on OSU to mitigate the impacts of its business activities on the rest of the community, this current request for Land Use Code text amendments stands out as not having received adequate consideration by City staff for at least the following additional reasons:

1. Because of the street layout and land use patterns, and historical development policies that directly induced those patterns, the OSU Zone is a major barrier in the heart of Corvallis to north-south traffic travel.
2. In her written testimony, OSU Senior Planner Rebecca Houghtaling argued that the OSU should be given special consideration because "'one-size-fits' street construction standards are not appropriate" given the development patterns that brought us to where we are today. Moreover, at the outset she also confirmed that over time the OSU Zone

¹ Day, Jim, "Parking districts are a superstorm heading toward Corvallis", *Corvallis Gazette-Times*, December 13, 2013. http://www.gazettetimes.com/blogs/jim-day/parking-districts-are-a-superstorm-heading-toward-covallis/article_b188e62a-647a-11e3-b038-0019bb2963f4.html

has intentionally been adapted to be a barrier to north-south (and east-west) traffic flow for OSU's own benefit:

- 3. The local streets within campus function differently than local streets in other parts of Corvallis. In the early 1960s, vehicular through-traffic was restricted from the campus core, and the streets primarily serve pedestrians, bicycles, public transit, and service and emergency vehicles.*
- 4. The pedestrian-oriented design of campus is intended to enhance OSU's character, and foster safe, convenient movement, especially during peak pedestrian-use periods such as class change and special events.²*
3. One of the primary stated intents of the poorly-conceived parking district plan is to force traffic that originates generally from points north of the OSU Zone, and even Corvallis itself, and that currently terminates (parks) on public streets north of campus, to instead travel around campus and park on the south side of campus.
4. There are numerous unaddressed consequences of the intent of the parking district, and how the requested LDC amendments would not require OSU to address the increasing problems that on-campus planning decisions (apparently tracing back to the 1960s) have created for the community. If students, staff, and faculty attempt to drive to the dwindling on-campus parking on the north side of campus and find that parking is full, how will they get to the City and OSU-preferred parking on the south side of campus at Reser stadium? And even if the students, staff, and faculty start to go to Reser first, can Western Ave. and the rest of the limited street network serving that area accommodate the large number (thousands?) of extra trips every day? It should also be noted here that in addition to the wholesale elimination of on-campus parking spaces, OSU has also reduced or eliminated much of the pick-up and drop-off locations adjacent to heavily used parts of campus that in themselves reduced the demand for long-term parking.
5. The request specifically asks for amendments to Section 3.36.50.8 Parking Improvements. In asking for special considerations in this section (new item ".j"), OSU has more than opened the door to consideration of the entire section and especially new requirements on OSU to dramatically increase the availability and reduce the price of on-campus parking. This, along with the previously noted intent of the parking district plan, demonstrates the nexus between this request and the parking district proposal the City and OSU are trying to implement. These facts throw into sharp relief how the goals of this request fundamentally conflicts the goals of the inadequate planning by the same parties for parking districts that are bringing a "superstorm" of poorly considered consequences.
6. In her own testimony, when convenient Ms. Houghtaling speaking for OSU relies on the argument OSU is the passive prisoner of historical decisions and therefore exceptions should be made in the present. Yet their request and the staff review fails to properly take into consideration how they have shaped history, and especially so in the last decade. OSU is now pursuing a contemporary business model with financial self-

² R. Houghtaling, written testimony to Corvallis City Council, Jan. 21, 2014.

interests that is quite different from the historical land-grant university model that gave rise to the civic planning compromises those historical decisions embody. That is, the contemporary business model OSU has chosen, and OSU has every right to do that, brings with it different, legitimate responsibilities to mitigate the impacts of those chosen business activities on the wider community compared to the historical model and civic context in which the historical compromises were reached.

7. For their part, the Council and Mayor Manning have been disrespectful of the public by not explicitly making every effort to stop anything that divides districts amongst themselves and the public against itself. We saw evidence of this in the recent levy vote and how the marketing of the levy, starting with the items selected for funding, was very targeted. On election night we learned how the margin of victory was dramatically lower than the previous bigger levy this levy only replaced in part. Later, we also learned from the *G-T* that the margin of victory was almost solely due to the handful of districts most negatively affected by the failure of Council, Mayor Manning, and City staff over the last four years or so to establish a civic climate of true mutual respect, including specific policies and ordinances, that would require OSU as just one corporate person (even more true now that OSU is an independent entity with the full legal rights and obligations of any other person) to legitimately mitigate the impacts of its business decisions on all the rest of the 50,000+ persons in Corvallis, human and corporate alike. We saw this again recently when City staff and Council specifically invited only 3000 residents (less than 5% of the population) to be heard before the Urban Services Committee.

In view of these facts and more, any reasonable observer has sufficient evidence to question if land use requests such as this are being made individually to make it hard for the Council, or maybe the public, to see the forest for the trees. Because of the direct conflict between the goals of this request for really significant land use code changes and the other joint City-OSU proposal for sweeping traffic and parking changes that will be felt region-wide, this request should only be considered as an element of a more comprehensive review of the OSU Zone land use plan. Indeed, the entire OSU land use Master Plan is up for review in the near future. The recommendation by staff that the City Council should accept the plan does not best serve the public nor the Council. The public would be far better served by Mayor Manning requesting that Council just include this request as part of a comprehensive review of the OSU Master Plan. Only in this way can the Council and the public fully appreciate the impacts of this request along with the other actions OSU has taken in the last several years and request that any legitimate mitigation requirements be made part of the Master plan.

Therefore, I urge that Council reject the staff's recommendation and turn down this request from OSU for numerous text changes to the Land Development Code in the OSU Zone unless and until each of the specific requested changes are included in a broader technical analysis of traffic conditions around OSU and review of the OSU Master Plan.

Best Regards.

Rick Hangartner

**ADMINISTRATIVE SERVICES COMMITTEE
MINUTES
January 22, 2014**

Present

Councilor Biff Traber, Chair
Councilor Hal Brauner
Councilor Joel Hirsch

Staff

Jim Patterson, City Manager
Nancy Brewer, Financer Director
Janet Chenard, Budget and Financial
Planning Manager
Tom Nelson, Economic Development
Manager
Emely Day, City Manager's Office

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Enterprise Zone – Specific Sustainability Criteria for Fourth- and Fifth-Year Property Tax Abatement	Yes		
II. Review of Updated Quarterly Operating Report	Yes		
III. Other Business			

CONTENT OF DISCUSSION

Chair Traber called the meeting to order at 3:30 pm.

I. Enterprise Zone – Specific Sustainability Criteria for Fourth- and Fifth-Year Property Tax Abatement

Economic Development Manager Nelson said his staff report highlighted activities within the Enterprise Zone (EZ) since its inception. Councilor Hervey had inquired about sustainability criteria for businesses to receive property tax abatements for their fourth and fifth years in the EZ. The criteria were established before Mr. Nelson joined the City and had not been reviewed since that time. The Benton County Enterprise Zone Tax Abatement Goals document provided criteria options for businesses seeking tax abatements during their first three years in the EZ and for extended abatement benefits. He did not know the reasoning for the criteria.

Mr. Nelson explained that EZs were considered an incentive for locating business development and creating jobs. Establishing other criteria for businesses to locate within an EZ could be considered disincentives, compared with EZs in other jurisdictions.

Chair Traber said he believed the criteria were established to attract specific types of businesses to the community.

Mr. Nelson clarified for Councilor Hirsch that most jurisdictions had straight-forward five-year tax abatement programs. There were some very good businesses in the EZ, and more were expected. The local EZ had a more-stringent process than other jurisdiction's EZs.

Chair Traber noted that Corvallis did not have sustainability criteria for property tax abatements for the fourth and fifth years. Corvallis would initially approve the tax abatement for five years. Benton County had a two-phase process of approving tax abatements for three years and an extension based upon applicants meeting sustainability criteria.

Mr. Nelson said T. Gerding Construction was approaching the end of its third year in the EZ and was applying for tax abatement extension for its fourth and fifth years. The application outlined how the company had met the extension criteria.

Mr. Nelson confirmed for Chair Traber that the EZ's annual report to the State focused on job creation; the State was not concerned about the local EZ's sustainability requirements. Companies within the EZ were required to submit annual reports to the City and Benton County, identifying how they were meeting the sustainability criteria.

Chair Traber suggested that staff provide the Council and Benton County with an aggregate report of EZ businesses' progress toward meeting property tax abatement sustainability criteria.

Councilor Hirsch asked whether the "check in" at the end of a business' third year was beneficial.

Mr. Nelson explained that every business within an EZ must submit an annual report so the State could ensure that job-creation and investment goals were being met. The State EZ program did not have other requirements. The Benton/Corvallis Sustainable EZ had additional sustainability requirements. T. Gerding Construction was the first EZ business to reach the end of its third year and believed it met the criteria for extended tax abatements.

Mr. Nelson clarified that EZ applications were reviewed by an advisory committee and County staff, Administrative Services Committee, the City Council, and the Benton County Board of Commissioners. If a business was considering EZ options, the additional sustainability criteria of the Benton/Corvallis Sustainable EZ could be considered a disincentive, compared to the criteria of an EZ in another jurisdiction. The most-recent EZ applicant was getting established in the EZ; the approval process

encompassed six months. The application process did not prevent EZ applicants from claiming tax abatement credit for activities from their original date of application.

Councilor Brauner recalled that Benton County wanted a "check in" after businesses had been in the EZ for three years to determine their progress toward EZ goals. The local goals purposely exceeded the State's goals.

Mr. Nelson said he was not aware of any business that did not pursue siting in the EZ because of the additional local criteria. Councilor Hirsch observed that the Council should be notified if such a situation occurred.

City Manager Patterson referenced the Corvallis Chamber of Commerce's recent economic forum, during which a state economist discussed that Corvallis had defined a niche. The local EZ's criteria aligned with the community's desired growth and might appeal to businesses focused on sustainability. He cautioned that the EZ application and review process should not hinder progress. A lengthy process could cause problems that should be addressed for correction.

Chair Traber noted that any changes to the EZ application and review process must be considered with Benton County, as both governing entities were partners in the EZ.

Mr. Nelson recommended that the EZ process remain unchanged for now. He would appreciate Committee support of any request he may submit to "fast track" an application.

Chair Traber summarized the discussion by saying the EZ application and review process and tax abatement criteria would remain unchanged, and staff would provide the Council and Benton County with an aggregate report of the EZ businesses' annual reports regarding meeting sustainability criteria.

Councilor Hirsch added that the sustainability criteria were part of the Corvallis profile, but the extensive process could prompt a negative reputation for the community and should be monitored.

Mr. Nelson said he expected two additional EZ applications this year.

Mr. Nelson clarified for Chair Traber that any EZ business that did not meet the criteria would not receive a tax abatement extension. All EZ businesses would receive a tax abatement for their first three years, but criteria must be met for the abatement to be extended.

This topic was presented for information only.

II. Review of Updated Quarterly Operating Report

Finance Director Brewer said staff proposed re-formatting the quarterly operating report to reduce staff time and labor in preparing the report. With a reduced staff, the Department sought ways to streamline its operations. Staff continually conducted financial analyses and hoped to develop a report that was meaningful to people who did not work with financial data. The report must still indicate that appropriate analyses were being conducted and that staff would notify the Council regarding any financial concerns. The report would be available to the Council, the Budget Commission, and the public.

Staff prepared a proposed report format, using data from the first quarter of the current fiscal year. The first page of the report would provide an overview of each City fund. Additional information would be included regarding the General Fund, which prompted the most concern and had the most "competition" in terms of types of operations. The quarterly operating report graphs could change, depending upon the activities of the various funds. The General Fund Financial Plan would be included each quarter to indicate the City's financial condition, along with general discussion about the Fund and highlights of revenues and expenditures in other funds to indicate trending and comparisons with previous years. The report would also include information about funds staff identified for monitoring and the reason for that status. The report would include staff's estimates of future financial activities for the fiscal year or current activities that might impact future fiscal years. The City's Investment Council discussed the possibility of sunseting its existence, with investment information being presented to Administrative Services Committee and the Council; this proposal would be included in the Committee's upcoming review of the Council's financial policies. Quarterly operating reports would likely include the Council goals updates. Staff would seek Council direction regarding a single reporting point for Council goals, rather than the current practice of including the information in multiple reporting formats. Staff hoped the new quarterly operating report format would reduce redundancy, provide information in a more timely manner, improve readability, and require less staff time.

Councilor Hirsch liked the proposed report format, saying it was functional and made sense for people without a strong financial background. He referenced the Performance at a Glance table and suggested that it include a column for notes regarding the nature of a fund's status change or relevant information. Such notes could help report readers determine whether they should review an issue further.

Chair Traber concurred, noting that some of the information Councilor Hirsch suggested was included in the text following the table but might be more helpful if it was included in the table.

Councilor Brauner cautioned that highlighting some financial issues could prompt comments that staff was concealing other issues.

Ms. Brewer responded that income statements could be quickly and easily created and posted on the City's Web site. Footnotes and narrative discussion explaining changes took more time, so they would not be included. Financial statements on the City's Web site could include links for people to submit questions to staff. Committee members concurred with this suggestion.

Chair Traber suggested that all tables present time periods in the same sequence, with the most-recent information on the right. He referenced the report discussion of expenditures and noted that the Parking Fund discussion involved the Sustainability Initiative Fee. Ms. Brewer said the discussion should be with the Street Fund.

In response to Chair Traber's inquiry, Ms. Brewer said legislative action would be necessary to raise 9-1-1 revenue. Last year, proposed legislation was presented to tax pre-paid cellphones to fund 9-1-1 services; the tax would be collected when the cellphones were purchased; the legislation was defeated. The League of Oregon Cities supported the legislation, asserting that more pre-paid cellphones were being sold. Not collecting 9-1-1 taxes on pre-paid cellphones reduced revenue to support 9-1-1 services; pre-paid cellphone usage was increasing significantly. She said emergency dispatch centers received more calls from cellphones than from landline telephones.

In response to Chair Traber's observation, Budget and Financial Planning Manager Chenard said she proposed including in the Capital Improvement Projects Update section of the report only those projects that had activity during the reporting quarter. This could result in a shorter financial report.

Councilor Hirsch again commented that the proposed report format was more readable for people without a financial background. Chair Traber appreciated the inclusion of performance measures.

Ms. Chenard said the report could include any performance measures of particular interest to the Council. Chair Traber said he would appreciate information about the number of on-line permits issued and the reduced timeline for permit approval, as they indicated an improvement in perception of ease of doing business with the City.

Ms. Brewer said there was sometimes difficulty in aligning in a report the Council's stated values and goals, the "2020 Vision Statement" categories, and the City Manager's core responsibilities categories. The financial reports were intended to align and report actions to achieve the Council's goals and values, and the alignment information was beneficial.

Mr. Patterson added that the proposed quarterly operating report format would serve as a marketing and communication tool for the City to the community. Any means of making marketing tools easier for citizens to read helped the City with transparency, credibility, and communication. He appreciated the proposed report format.

Ms. Brewer said, if the Council approved the proposed report format, staff would incorporate the Committee's feedback into the upcoming third quarterly operating report. She noted that staff was drafting the second quarterly operating report, using the existing report format. She asked that Council members advise staff if they wanted specific information included in the report. The report could provide a "snapshot" of the City's financial condition, and staff could provide more information upon request.

This issue was presented for information only.

III. Other Business

- A. The next regular Administrative Services Committee meeting is scheduled for February 5, 2014, at 3:30 pm, in the Madison Avenue Meeting Room.
- B. Chair Traber announced that he would be absent from the Committee's February 19 meeting.

Chair Traber adjourned the meeting at 4:17 pm.

Respectfully submitted,

Biff Traber, Chair

Memorandum



To: Administrative Services Committee
From: Tom Nelson, Economic Development Manager
Date: January 15, 2014
RE: Enterprise Zone Update

A handwritten signature in black ink, appearing to be "Tom Nelson", is written to the right of the "From:" line.

Background

The City of Corvallis and Benton County entered into an agreement with the State of Oregon to establish an Enterprise Zone (EZ) which covers three locations poised for industrial development; The HP Campus (including the annexed McFadden property), Sunset Research Park, and industrial land in South Corvallis (including the Airport Industrial Park).

Beyond the state required job creation and property investment criteria, the Corvallis Benton Enterprise Zone includes a "Sustainability" criterion that is detailed in the attached Sustainability Checklist. Also, while the City Council initially approves the zone application, the County maintains that the applicant must reapply indicating progress toward the sustainability objectives to gain approval for year's 4 & 5, by April of the 4th year. One applicant and the oldest (Gerding) has indicated they wish to pursue the 4th and 5th year at this time.

Administration of the Enterprise Zone(s) has been contracted out in the past to the Corvallis Chamber (Coalition and Partnership), and subsequently to The Business Enterprise Center. Records throughout that time have been various and limited. Administration is now the responsibility of the Corvallis Benton County Economic Development Office. Minutes of the last meeting believed to be held by the Chamber are attached (8/12/2010). Also, reports, actually called for in the process document received by this office are attached from my first introductory meeting (11/14/12), and the subsequent Advisory Committee meeting held to process the latest application(9/12/13). Minutes have not officially been mandated by process, but rather a report of such meetings is called for in the process document. The process document is also attached.

Initially, four businesses applied and were approved for EZ status. More information about their progress is in the November/2013 Annual Report (attached – 11/18/13). Subsequently, Forbidden Fruit Ciderhouse, LLC was approved in late 2013, and will be eligible for exemption in 2014. Note: I have also attached a list of current Advisory Committee members.

Discussion

At the suggestion of Councilor Hervey, this update was added to the ASC agenda. In particular, Council Hervey appeared to want to discuss the sustainability requirements, and the criteria for year's four and five exemption. The EZ establishment and Sustainability Checklist, as well as the process predate this office, so staff has no history to base a response beyond what is attached or found in this report, except to reference what is done in other jurisdictions.

There are over 160 entities in the State that have EZs (see attached). EZs are primarily an incentive for locating development of business investment and job creation. Applications in the majority, if not all, include ONLY a staff review of the underlying eligibility and staff approval. While our decision makers may believe our process is important for what we are trying to achieve, I think it is important to point out that the process could serve as a disincentive if compared to other jurisdictions.

That being said, your direction on any changes to process or criteria is welcome.

Review and concur:



James A. Patterson, City Manager

Benton County Enterprise Zone Tax Abatement Goals

Applicant Information

Date: _____

Business Name: _____

Contact Person: _____

Phone: _____ Email: _____

Overarching goal: Businesses are desired that encourage or demonstrate using resources in a manner that protects the environment while providing for a vigorous economy and meeting community needs now and in the future.

New Businesses:

To receive a tax abatement for years 1-3 a business must fit into one of the categories in Section I and have (3) Yes's in Section II, III or IV. If a business does not fit into one of the categories in section I it must have (5) Yes's in Section II, III or IV. The Year 4 and 5 optional tax credit would be awarded to those companies that have made progress over years 1-3 in meeting the goals listed below.

Existing or Start-up Business:

If a business already in the Enterprise Zone or a startup with no operational history does not meet the new business requirements to receive the tax abatement for years 1-3, it may submit a plan to move its organization toward becoming more sustainable based on items in the criteria. The plan will need approval and the business must report annually on its progress toward that plan. The Year 4 and 5 optional tax credit would be awarded to those companies that have made progress over years 1-3 in meeting the goals below.

Section I: Product / Services: Our company offers products or services that fit in the following business clusters. Please check one that applies:

- Green Building: (e.g. businesses that provide products or services to the green building market - insulated concrete forms, non-toxic building products, consulting services that support green building, etc.).
- Energy: Alternative energy and/or efficiency (e.g. wind, wave, solar, hydro, biofuels, energy conservation services. software/hardware to reduce energy usage, etc).
- Local Food production and processing. (using sustainable agricultural practices to reduce chemicals, water and non-renewal energy).
- Green technology: (manufacturing processes that create no hazardous substances while reducing resource use - computerized controls that reduce resource use, such as for wood processing, soil remediation, environmental sensors).
- Recycled and/or Replacement Products: (e.g. flower pots made from waste paper pulp, plastic lumber, twine made from recycled plastics).
- Sustainable Forest and Wood Products
- Other sustainable business cluster

Section II: Business Practices: Our company focuses on protecting resources and meeting community needs while enhancing the economy. Check all those that apply.

- We train our personnel to meet these goals in all business aspects.
- These goals are integrated into our business planning.
- We track our business performance with a sustainability management system. Please Identify (_____).
- We measure energy use and waste per unit of production
- Other sustainable business practices _____

Section III: Operations (Check all those that apply)

Design

Our company:

- Redesigns products so that they meet enterprise zone goals.
- Conducts Life Cycle Analyses on our product(s)/services
- Has reduced our product packaging by at least 20%
- Encouraged and engaged suppliers to redesign their products and services to meet enterprise zone goals.
- Other sustainable design practices: _____

Operations

Our company:

- Is locally owned.
- Routinely conducts process or facilities energy audits.
- Has reduced energy 10% per unit of production. (e.g. watts/widget).
- Has reduced green house gases to 1990 levels.
- Routinely/periodically conducts resource efficiency audits to reduce waste and raw materials.
- Routinely/periodically conducts efficiency audits for water usage.
- Routinely/periodically conducts employee satisfaction surveys with an action and implementation plan that follows.
- Has completed a chemical inventory that ranks toxic and hazardous materials and developed a plan to eliminate all persistent bio toxins (PBT's).
- Takes responsibly for our product at end of its useful life (e.g. takes back a computer to disassemble, recycle and or reuse components for a new product).
- Other sustainable operational strategies: _____

Section IV: Facilities

Our company:

- Intends to build to LEED (Leadership in Energy and Environmental Design) U.S. Green Building Standards or other "green" building standards.
- Will retrofit existing facilities to LEED or LEED Existing Building standards or equivalent.

Defining terms:

Sustainability/sustainable: The use of resources in a manner that protects the environment while providing for a vigorous economy and meeting community needs now and in the future. (See also Community Values: Corvallis Sustainability Coalition Guiding Principles.)

Enterprise Zone: A defined geographical area where a business can locate to obtain a 3-5 year tax abatement. The business must meet a minimum number of enterprise zone criteria to be awarded the tax abatement

Tax abatement: Elimination of requirement to pay property taxes on new investments in the Enterprise Zone (EZ) for a specified period of time, if EZ goals are met and if EZ manager has approved.

Green building: The practice of increasing the efficiency with which buildings use resources — energy, water, and materials — while reducing building impacts on human health and the environment, through better siting, design, construction, operation, maintenance, and removal — the complete building life cycle.

Green technology/clean technology: Application of the environmental sciences to conserve the natural environment and resources, and to curb the negative impacts of human involvement (often abbreviated as “green tech” or “clean tech”). Sustainable development is the core of *environmental technologies*. When applying *sustainable development* as a solution for *environmental issues*, the solutions need to be socially equitable, economically viable, and environmentally sound.

Recycled/replacement products: the use of manufacturing waste and/or post consumer waste to create new consumer or industrial products. Products that provide the same function and form but are manufactured from different materials.

Sustainability Management System: An organization’s environmental management system (EMS). ISO 14001 is the international specification for an environmental management system (EMS). It specifies requirements for establishing an environmental policy, determining environmental aspects and impacts of products/activities/services, planning environmental objectives and measurable targets, implementation and operation of programs to meet objectives and targets, checking and corrective action, and management review. A Sustainability Management System integrates sustainability into an EMS such as ISO 14001

Persistent Bio Toxins (PBT): chemicals that are toxic, persist in the environment and bioaccumulate in food chains and, thus, pose risks to human health and ecosystems.

LEED: Acronym for Leadership in Energy and Environmental Design, a green building rating system. Developed by the U.S. Green Building Council, LEED provides a suite of standards for environmentally sustainable construction.

Community Values

I. Corvallis Sustainability Coalition – Guiding Principles

1. Reduce and ultimately eliminate dependence on fossil fuels and wasteful use of scarce metals and minerals. Use renewable resources whenever possible.
2. Reduce and ultimately eliminate dependence on persistent chemicals harmful to human health and the environment; and wasteful use of synthetic substances. Use biologically safe products whenever possible.
3. Reduce and ultimately eliminate encroachment upon natural ecosystems (e.g., land, water, wildlife, forests, soil). Protect natural ecosystems.
4. Support capacity of people to meet their basic needs fairly and efficiently.

II. Benton County Sustainability Policy: See attached policy

III. City of Corvallis Sustainability Policy: See attached policy

CITY OF CORVALLIS
COUNCIL POLICY MANUAL

POLICY AREA 1 - GENERAL

CP 04-1.08 **Organizational Sustainability**

Adopted May 17, 2004

Affirmed October 17, 2005

Revised December 4, 2006

Revised October 20, 2008

1.08.010 Purpose

The City recognizes its responsibility to

- protect the quality of the air, water, land and other natural resources, and to conserve these resources in its daily operations;
- minimize organizational impacts on local and worldwide ecosystems;
- use financial resources efficiently and purchase products that are durable, reusable, non-toxic and/or made of recycled materials; and
- treat employees in a fair and respectful manner, providing an inclusive work environment and helping staff develop their full potential.

The City Council has demonstrated its concern for a sustainable community through the Corvallis 2020 Vision Statement. The purpose of this policy is to ensure City departments develop practices that achieve a more sustainable workplace through plans and programs that promote a balance of environmental values with economic and social equity values in the expenditure of public funds. The City Council, in its leadership position, sets an example by adopting sustainable business practices in its activities and providing the resources necessary to allow the organization to be successful in its sustainability efforts.

1.08.020 Definitions

1.08.021 Sustainability means 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.

1.08.022 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.

Council Policy 04-1.08

- 1.08.023 'Triple bottom line' is 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.
- 1.08.024 Greenhouse gas emissions include 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.
- 1.08.025 Backcasting is a process where a future desirable state or sustainable endpoint is determined and a strategy is set to achieve that future state through intermediate steps, usually at 1-, 5- and 10-year intervals. These intermediate objectives are then incorporated into the organization's planning efforts.
- 1.08.026 'Employer of choice' is an organization recognized for its leadership, culture, and best practices that attract, optimize, and hold top talent, achieving organization objectives.

1.08.030 Policy

The City uses a triple-bottom-line framework to enhance sustainability in all aspects of the organization's activities . City departments, through changes in daily operations, ongoing programs and long-range planning are able to simultaneously have a significant positive impact on the environment, the economic efficiency of municipal government and the social character of the workplace. Departments 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.

1.08.040 Organizational Objectives

- 1.08.041 Encourage, develop and support connections between environmental quality, economic vitality and social equity.
- 1.08.042 Include long-term and cumulative impacts in decision making and ensure commitment to equity so economic impacts and the costs of protecting the environment do not unfairly burden any one geographic or socioeconomic sector of the city.
- 1.08.043 Use City resources efficiently and reduce demand for natural resources, such as energy, land, and water, as a first alternative to expanding supply.
- 1.08.044 Focus on solutions that prevent pollution through planned, proactive actions that go beyond regulatory compliance.

Council Policy 04-1.08

- 1.08.045 Act locally to reduce adverse global impacts of rapid growth of population and consumption, such as ozone depletion and global climate change.
- 1.08.046 Attract and retain the best fit employee for each position and for the organization as a whole, and commit to staff's continued growth and learning, development of new skills and willingness to take on new challenges.
- 1.08.047 Increase diversity and diversity awareness in the workforce, and provide a positive, respectful work environment, with open and honest communications.
- 1.08.048 Be a model of sustainable operations for other public and private organizations, and support and implement innovative programs that maintain and promote Corvallis' leadership as a sustainable city organization.

1.08.050 Triple-Bottom-Line Framework

To the extent possible, sustainable initiatives will meet more than one of the triple-bottom-line components. For each component, goals will be reviewed and refined at least annually to reflect accomplishments of the organization and innovations in sustainable technologies.

1.08.051 Environmental sustainability

The City values actions that are beneficial for the natural environment as well as for the health and safety of employees and the public, and that go beyond regulatory compliance to minimize the City's environmental impacts.

The organization 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.

Decisions take into consideration protection of open space, habitat protection and restoration, and preservation of natural biodiversity.

1.08.052 Economic sustainability

The City values wise use of public funds and considers the full cost or life-cycle cost implications of its efforts.

The organization seeks to enhance economic sustainability through purchasing parameters and guidelines that ensure an analysis of sustainably preferable options occurs with each purchase. Decisions take into consideration the time frame within which any incremental initial costs will be paid back from the benefits achieved by environmental or social investments and the need to maintain a healthy financial situation to ensure continued services to the community.

Council Policy 04-1.08

1.08.053 Social sustainability

The City values an open and friendly organization that is free from bigotry and intimidation, and exercises policies and programs that make it an employer of choice. The services provided to citizens does not burden or unfairly impact any one sector of the community.

The organization seeks to enhance social sustainability through a respectful work environment and an organizational culture that includes:

- equal access to opportunity, recognition and reward;
- engagement in the workplace and organizational goals;
- lifelong learning and adaptability to change; and
- overall physical, emotional and financial health, fostered through a positive work/life balance.

1.08.060 Implementation

1.08.061 An organizational steering committee is established to adopt and implement sustainable strategies and practices in the departments. Along with an implementation team, the committee creates goals, develops metrics, prioritizes projects, investigates new technologies, and measures success.

1.08.062 The City Manager promotes the objectives of the policy, adopts and implements sustainable strategies and practices in the departments, documents department progress towards sustainable development on an ongoing basis, and prepares an annual report on progress achieved, as well as objectives to achieve before the next annual review.

1.08.063 Departments inform, educate, encourage, and hold employees accountable for actively participating in programs and policies promoting sustainability; providing the organization with an opportunity to become a community leader.

1.08.064 Staff seeks to continually improve best management practices for work activities resulting in more sustainable operations in each of the triple-bottom-line categories.

1.08.070 Review and Update

This policy shall be reviewed annually in October by the Public Works Department and updated as necessary.

**BENTON COUNTY, OREGON
ADMINISTRATIVE POLICIES MANUAL
ADMINISTRATIVE POLICY NO. 02-01**

TITLE: **Benton County Sustainability Policy**

SECTION: **Organizational**

DATE ADOPTED BY BOARD: 6/18/02 **SUPERCEDES:** N/A

SIGNATURE OF BOARD CHAIR: _____

1.0 Purpose

A number of steps are needed to achieve a sustainable future and will require the participation of all residents. Benton County government, as an initial effort under this resolution, shall focus on improving its internal operations as a step toward meeting this goal.

Benton County adopts the following definitions, goals and guidelines to promote sustainability.

2.0 Definition of Sustainability:

Benton County government must simultaneously meet environmental, economic, and community needs throughout our county. We must use, develop and protect our resources at a rate and in a manner that enables people to meet their current needs and also preserve resources for future generations.

3.0 Goals:

- a. Increase the economic prosperity and well being of all Benton County communities.
- b. Increase the efficiency with which land, energy, water and other natural resources are used.
- c. Reduce releases to air, water and land of substances harmful to human health.
- d. Reduce adverse impacts on natural habitats and species.

4.0 Guidelines:

As Benton County works toward sustainability, the county shall:

- a. Develop incentive-based mechanisms as possible alternatives to regulatory approaches;
- b. Understand the full costs and benefits of actions to ensure that decisions are fully informed;
- c. Measure resource use, environmental health, and costs to determine progress;
- d. Establish clear, measurable goals to guide county efforts toward sustainability;

- e. Employ the knowledge, expertise and creativity of county employees and residents to develop solutions;
- f. Build upon existing private and public efforts throughout the county, region and state to ensure cooperative and efficient results;
- g. Integrate strategies to enhance the effectiveness of new and existing efforts;
- h. Collaborate and cooperate to remove barriers and find solutions; and
- i. Emphasize on-going learning and adaptive management as techniques to continually inform and improve the process.

5.0 Summary:

All county agencies and employees will take actions to promote sustainable practices within county government. As an initial step, all departments shall focus on internal government operations. We will:

- a. Adopt Sustainability Practices within Department Operations to Reduce Waste
- b. Create a Sustainable Work Group
- c. Assess Options for Sustainability Indicators and Targets
- d. Conduct Business, Community and Public Outreach
- e. Identify Further Efforts

From: Ward 3
Sent: Tuesday, December 31, 2013 9:30 PM
To: Holzworth, Carla
Cc: Nelson, Tom; Patterson, Jim; Ward 8; Ward 9; Joel Hirsch
Subject: Minutes for ASC Packet

Carla,

I'm attaching minutes of what I believe to be the last meeting of the Enterprise Zone committee. Please include them in the packet for ASC for their January 22nd meeting.

Tom,

I received this copy from a committee member some time ago. They were in draft form. I'm not sure where to look for the "final" version. If you have the final version, I would welcome your supplying that instead of this draft version.

Hal, Biff and Joel,

I contacted the three members of the EZ committee that I know, to determine if they wanted to provide testimony regarding the discussion before the ASC on the 22nd regarding extension of the tax breaks into the 4th and 5th year. They suggested that these minutes give a good flavor of their intent, without directly addressing the specific topic.

Richard

Minutes of Corvallis / Benton Enterprise Zone Committee Meeting

Date: 8/12/2010

Attendees: John Sechrest, Bill York, George McAdams, Don Herbert, Bob Devine, Bruce Hecht

Agenda:

- Background on proposal by City of Corvallis and Benton County
- Committee thoughts and recommendation: Discussion
- Recommendations from committee to City Council and County Commissions at Aug 12th meeting
- Other

Agenda item #1: The committee reviewed the proposal submitted by the City of Corvallis and Benton County. In general the committee agreed with the Phase 1 request to add the General Industrial land in the Sunset Research Park Area and the HP Campus Vicinity. The committee seemed to feel this Phase 1 request was in alignment with the committee's original recommendation presented at the March 2010 meeting. The question arose about which land in these two areas was in Benton County versus City. In the HP Campus vicinity, the McFadden property as well as a few smaller parcels north of Circle, were identified as County lands. There was concern that the Sustainability Criteria might not apply to these parcels but upon discussion we realized that to develop this land it would more than likely need to be annexed into the city. The committee discussed the Phase 2 recommendation to add all general industrial land into the EZ and identified the few remaining parcels that are currently GI. Those identified were, Lewisburg east of HWY 99, Reservoir Rd property south of the fairgrounds, the north part of South Corvallis, and some small parcels in the vicinity of 7th and Washington. The committee decided to delay discussion regarding adding these properties to the EZ instead deciding to focus on Phase 1 recommendation.

Agenda Item #2 : The committee unanimously supported the Phase 1 recommendations however the consensus was we wanted a way to encourage development of the original South Corvallis EZ property since improving the livability of South Corvallis was paramount in the original EZ designation. We then did a brainstorm of ways we could provide incentives or enhance the South Corvallis property so we could make that part of our recommendation to the City and County.

Below is the brainstorm list for encouraging development in the South Corvallis EZ area:

- Initiate installation of an electrical substation
- Work to get a wetlands delineation completed
- Support the wetland mitigation bank
- Waive or subsidize plan review and / or permit fees for building and improvements

- Add dollars to the marketing budget for this part of the EZ
- City / County investment in this area: government buildings, subsidized/no cost leases for desirable uses such as food service and business support activities.

We discussed if we wanted to remind the City and County of the original intention of the EZ as a tool to support low-income families and to promote Sustainable Business Development. A proposal was brought with the following wording:

We members of the Enterprise Zone Advisory Committee recommend that any expansion of the enterprise zone honor the two broad goals of the original zone.

One: to provide jobs for low-income residents of our community. Creating jobs for low-income citizens is the foundational purpose of enterprise zones and a legal requirement that must be met when establishing a zone. The fact that serving the disadvantaged is no longer a legal mandate when expanding an enterprise zone is a mere loophole and we urge that the spirit of the foundational purpose be observed during expansions of the zone.

Two: to require businesses moving into the zone to meet the original sustainability criteria. We believe this is critical both to the branding of our enterprise zone, which can help attract businesses in the short-term, and to moving our community toward a sustainable economy that will enable us to prosper in the future.

After discussion we felt that because we would be asking for additional incentives as our condition for recommending the expansion of the zone we would include a comment about our original intent to support low income families in the recommendation . As far as the Sustainability Criteria was concerned we felt like there was not a need to reiterate this since it is imbedded into the original City resolution.

There is disagreement however between the zone manager and the original EZ team that developed the Sustainability Criteria whether compliance is required in year 1-3. It is the original EZ team's position that applying the Sustainability Criteria for the whole period was the original intention based on early discussion with Art Fish and a letter of recommendation to the mayor. Bill York will set up a meeting with Art Fish to resolve this issue and initiate a meeting to discuss.

Agenda Item #3: We all agreed that the committee should make a statement and recommendation at the August 12th meeting. Bill York will draft a letter stating our support with Phase 1 expansion with condition of enhancing the opportunities for the South Corvallis EZ area. Our incentive list should include:

- Allocate land in the master plan for a future electrical substation
- Ask for plan review and or permit fee reductions for South Corvallis EZ projects
- Ask for the city to develop a plan to get food service / business at the Airport to support current and future business

Bill will draft a letter to be sent to the committee for review and to bring copies to the August 12th meeting for distribution. Bill and whoever else would like to testify should show up at the August 12th meeting to represent our views.

End

Enterprise Zone Advisory Committee

Recommendation August 12, 2010

If you chose to expand the Enterprise Zone, the Phase I proposal in the staff report is a very reasonable approach to doing so.

- It incorporates large blocks of land suitable for new or expanded industrial uses
- It will be relatively easy to manage
- It treats owners/developers of similar adjoining properties equitably

You are reminded that an original intent of the Enterprise Zone was to encourage investment in South Corvallis. The EZ has been successful on this count. However, providing the same incentives for properties in more prosperous or desirable areas will have to make South Corvallis less attractive to investors.

To restore a level playing field for the South Corvallis EZ, we recommend additional incentives such as:

- Initiate planning and installation of additional electrical capacity, possibly allocate or purchase land for a new substation
- Waive or reduce plan check and permit fees for development in the South Corvallis EZ area.
- Substantially reduce land lease rates for selected business types at the Airport and in the AIP.

EZ Advisory Committee Meeting

11/14/2012

Agenda:

- Introductions
- Tom Nelson takes EZ role Jan. 1st. 2013
- Corvallis City Council approves 5 year but Benton County approves only 3 year until the Companies have met criteria by the end of year 3 and are recommended for the remaining 2 years
- Coordination of the reporting methodology, criteria and monitoring
- Good of the Committee general comments/concerns

Attending:

Bill Ford, EZ Manager for 2012

Tom Nelson, Corvallis Economic Development Manager and EZ Manager starting January 1' 2013.

Don Herbert, Benton County Appointment to Advisory Committee

George McAdams, Benton County Appointment to Advisory Committee

Summary:

Bill opened the meeting at 1:30pm and introduced Tom Nelson then each attendee introduced themselves and their role with the Benton-Corvallis Sustainable Enterprise Zone

Bill reviewed the status and progress of each of the 4 current companies and mentioned 2 possible companies who have indicated an interest in applying for EZ status in 2013.

We discussed and approved Bill maintaining the position of EZ Manager under the BEC contract until the end of the calendar when the role, duties and responsibilities will pass to Tom. Tom will notify the city, county and state authorities of the change.

We discussed and established the requirement for the companies in the EZ to provide the EZ Manager a written report of their progress against the criteria annually on the 1st of Sept. This report will serve as the basis of the summary report required by State each November 1st. Tom will draft the report and implement it during 2013. We also discussed the 1 April tax report and reminders to assist the companies and the County Assessor. We also announced the new application fee established at \$250 by Benton County.

We discussed the meeting location and agreed that it was very suitable and that in the future we would request scheduling of the room via Jenny Anderson as I had done for this meeting.

It was mentioned that it is best to announce the meetings at least a week if not two in advance so people could better plan their schedules in an attempt to increase attendance.

There being no further comments or business; Bill adjourned until next called at 2:26pm.



Date: September 12, 2013

To: Benton County Board of Commissioners
Enterprise Zone Advisory Committee
Tami Woodward
Jenny Anderson

From: Tom Nelson, Enterprise Zone Manager

RE: Enterprise Zone Application from Forbidden Fruit Ciderhouse, LLC

An Enterprise Zone application was received by the Corvallis / Benton County Economic Development office on August 21, 2013 from Forbidden Fruit Ciderhouse, LLC. This company is known by most as 2 Towns Ciderhouse which is located at Eastgate Business Center across the river from Corvallis in Linn County. The company is expanding rapidly, and has exhausted its ability to expand at Eastgate. Operations will continue there, but the owners plan to expand its operations at the Corvallis Airport Industrial Park in Benton County. A preauthorization meeting was held on September 6, 2013 with staff from the assessor's office, the applicant, and the Enterprise Zone Advisory Committee. The application and sustainability requirements are attached.

The purpose of the meeting was to review and consider recommendation of approval of the application for Enterprise Zone Tax Abatement to assure the applicant could meet the jobs, investment, and sustainability criteria. Staff and the committee were unanimous in their consensus that the applicant could successfully meet the criteria, and recommends approval. Subsequently, Tami Woodward, Benton County Assessor, sent the attached letter, reporting that the applicant appears to have met the requirements for approval. An "Authorization Approval" form is being sent to the Assessor for her signature.

Next Steps:

The city of Corvallis will place consideration of approval for the extended tax abatement for 5 years on the agenda of the Administrative Services Committee (ASC) for their screening and recommendation to the full city council. If approved, the matter will be forwarded to the Corvallis City Council, and with their approval, forwarded to the Assessor to include as an agenda item for the standard 3 year exemption approval from the Benton County Board of Commissioners.

Innovate. Grow. Thrive.™

OREGON ENTERPRISE ZONE AUTHORIZATION APPLICATION

• Complete form and submit to the local enterprise zone manager **before** breaking ground or beginning work at the site. • Please type or print neatly.

APPLICANT

Enterprise Zone or Rural Renewal Energy Development Zone (where business firm and property will be located) Benton/Corvallis		County Benton	
Name of Business Firm Forbidden Fruit Ciderhouse, LLC		Telephone Number (541) 207-3915	
Mailing Address 33930 SE Eastgate Circle	City Corvallis	State OR	ZIP Code 97333
Location of Property (street address if different from above) 5123 SW Hout Street	City Corvallis	State OR	ZIP Code 97333
Map and Tax Lot Number of Site	Contact Person Aaron Sarnoff-Wood	Title Owner	

My firm expects to first claim the standard property tax exemption in the following year(s): 2014

- Check here if your firm has or has had another exemption in this enterprise zone. Note the first year of such exemption: _____
- Check here that your firm commits to renew this authorization application. Renew this application on or before April 1 every two calendar years, until the tax exemption on qualified property is claimed.
- Check here if you are requesting an **extended abatement** of one or two additional years of exemption. This is subject to minimum average annual "compensation" for employees and written agreement with local zone sponsor. Sponsor may request additional requirements.

Zone Manager Use Only (after written agreement but before authorizing firm):			
County Average Annual Wage: \$ _____	For Year _____	Total Exemption Period: <input type="checkbox"/> 4 or <input type="checkbox"/> 5	Consecutive Years (check one)

BUSINESS ELIGIBILITY

Eligible Activity—Check all activities that apply to proposed investment within the enterprise zone:

- Manufacturing Fabrication Bulk Printing Shipping Agricultural Production Energy Generation
- Assembly Processing Software Publishing Storage Back-office Systems
- Other—describe the activities that provide goods, products, or services to other businesses (or to other operations of your firm): _____

- Check here if your business firm does or will engage in **ineligible activities** within the enterprise zone (such as retail sales, health care, professional services, or construction). Describe below (or in an attachment) these activities and their physical separation from "eligible activities" checked above: _____

Special Cases—Check all that apply:

- Check here if a **hotel, motel, or destination resort** in an applicable enterprise zone.
- Check here if a **retail/financial call center**. Indicate expected percent of customers in local calling area: _____%.
- Check here if a **"headquarters" facility**. (Zone sponsor must find that operations are statewide or regional in scope and locally significant.)
- Check here if an **electronic commerce investment** in an e-commerce enterprise zone. (This also provides for an income tax credit.)

EMPLOYMENT IN THE ENTERPRISE ZONE (see worksheets on last page)

Do **not** count temporary, seasonal, construction, FTE, part-time jobs (32 hours or less per week), or employees working at ineligible operations.

Existing Employment—My business firm's average employment in the zone over the past 12 months is 10 jobs.

New Employees—

- Hiring is expected to begin on (date or month and year): 8/23/2013
- Hiring is expected to be completed by (month and year): 1/1/2017
- Estimated total number of new employees to be hired with this investment is: 10

Commitments—By checking all boxes below, you agree to the following commitments as required by law for authorization:

- By April 1 of the first year of exemption on the proposed investment in qualified property, I will increase existing employment within the zone by one new employee or by 10 percent, whichever is greater.
- My firm will maintain at least the above minimum level as an annual average employment during the exemption period.
- When the exemption claim is also filed by April 1 following each calendar year of exemption, total employment in the zone will not have shrunk by 85 percent at one time or by 50 percent twice in a row, compared to any previous year's figure.
- My firm will comply with local additional requirements as contained in: (1) a written agreement for an extended agreement, (2) zone sponsor resolution(s) waiving required employment increase, or (3) an **urban** enterprise zone's adopted policy, if applicable.
- My firm will verify compliance with these commitments, as requested by the local zone sponsor, the county assessor or their representative, or as directed by state forms or administrative rules.
- My firm will enter into a **first-source hiring agreement** before hiring new eligible employees. (This **mandatory** agreement entails an obligation to consider referrals from local job training providers for eligible job openings within the zone during at least the exemption period.)

OREGON EMPLOYMENT OUTSIDE THE ENTERPRISE ZONE

Check only those that apply:

- Check here if your firm or a commonly controlled firm is, or will be, closing or curtailing operations in the state **beyond 30 miles of the zone's boundary**. Indicate timing, location, number of any job losses, and relationship to the proposed enterprise zone investment:
- Check here if you are transferring any operations into the zone from site(s) **within 30 miles of the zone boundary** (existing businesses only): My firm's average employment at the site(s) over the past 12 months is ¹⁰ _____ jobs.
- Check here if your firm commits to increase the combined employment at the site(s) (within 30 miles) and in the zone to 110 percent of the existing combined level by April 1 and on average during the first year of exemption.

PROPOSED INVESTMENT IN QUALIFIED PROPERTY

Anticipated Timing—Enter dates or months/years

Action	Site and Building & Structures			Machinery and Equipment		
	Preparation	Construction*	Placed in Service	Procurement**	Installation	Placed in Service
To commence or begin on	9/1/2013	10/1/2013	12/15/2013	8/5/2013	11/1/2013	12/15/2013
To be completed on	9/30/2013	12/15/2013		10/31/2013	12/15/2013	

* And/or new reconstruction, additions to, or modifications of existing building(s) or structure(s).
 ** May precede application by up to three months.

Special Issues:

- Check here for building/structure acquired/leased for which construction, reconstruction, additions, or modifications began prior to this application (attach executed lease or closing documents).
- Check here for **Work-in-Progress** tax exemption for qualified property that is not yet placed in service and is located on site as of January 1. (Attach description and list of such probable property. See "Special Issues Worksheet," on the last page.)

Qualifying Property: Estimates of cost (please attach a preliminary list of machinery and equipment).

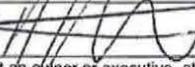
Type of Property		Number of Each/Item	Expected Estimated Value	Check if any Item will be Leased
Real Property	Building or structure to be newly constructed		\$	<input type="checkbox"/>
	New addition to or modification of an existing building/structure	8	\$ 170,000	<input checked="" type="checkbox"/>
	Heavy or affixed machinery and equipment	20	\$ 576,624	<input type="checkbox"/>
Personal Property Item(s) Costing:	\$50,000 or more		\$	<input type="checkbox"/>
	\$1,000 or more (E-commerce zone or used exclusively for tangible production)	225	\$ 314,983	<input type="checkbox"/>
Total Estimated Value of Investment			\$ 1,061,606	

Additional Description: In addition to what is explained elsewhere, briefly comment below (or in an attachment) on the scope of your investment, the particular operations and output that are planned, and the intended uses of the qualifying property.

DECLARATION

I declare under penalties of false swearing [ORS 305.990(4)] that I have examined this document and attachments, and to the best of my knowledge, they are true, correct, and complete. If any information changes, I will notify the zone manager and the county assessor and submit appropriate written amendments. I understand that my business firm will receive the tax exemption for property in the enterprise zone, only if my firm satisfies statutory requirements (ORS Chapter 285C) and complies with all local, Oregon, and federal laws that are applicable to my business.

MUST BE SIGNED BY AN OWNER, COMPANY EXECUTIVE, OR AUTHORIZED REPRESENTATIVE OF THE BUSINESS FIRM

Signature X 	Date 8/21/2013
Title (if not an owner or executive, attach letter attesting to appropriate contractual authority)	
Owner	

Local enterprise zone manager and county assessor must approve this application (with Enterprise Zone Authorization Approval, form 150-303-082)

Item(s)	Total
Floor Drains, Septic, Concrete Work	\$ 90,000.00
Glycol Chiller	\$ 50,000.00
Glycol Lines & Install	\$ 20,000.00
Hot Water Heaters	\$ 15,000.00
Plumbing	\$ 15,000.00
Electrical	\$ 15,000.00
Air compressor	\$ 3,000.00
Compressed Air Lines	\$ 1,500.00
Extras for Pasteurizer	\$ 10,000.00
CO2 Tank and lines	\$ 7,500.00
Natural Gas Plumbing	\$ 5,000.00
Cascade Floor (brewery floor)	\$ 20,000.00
Catwalk	\$ 25,000.00
Walk in cooler	\$ 25,000.00
New Hoses	\$ 5,000.00
New Fitting	\$ 3,000.00
New Tools	\$ 3,000.00
(2) 200 BBL Fermenter & (1) 200 BBL Bright Tank	\$ 100,000.00
Affixed machinery purchased prior years	\$ 246,187.31
Personal property purchased prior years	\$ 152,893.81
Property purchased 2013 YTD	\$ 249,525.28

\$ 1,061,606.40

Addition/Modification of existing structure	Real Property		Personal Property	
	Affixed machinery & equipment	\$50k or more	\$1k or more	
\$ 90,000.00				
	\$ 50,000.00			
	\$ 20,000.00			
	\$ 15,000.00			
\$ 15,000.00				
\$ 15,000.00				
	\$ 3,000.00			
	\$ 1,500.00			
			\$ 10,000.00	
			\$ 7,500.00	
\$ 5,000.00				
\$ 20,000.00				
	\$ 25,000.00			
\$ 25,000.00				
			\$ 5,000.00	
			\$ 3,000.00	
			\$ 3,000.00	
	\$ 100,000.00			
	\$ 246,187.31			
			\$ 152,893.81	
	\$ 115,936.25		\$ 133,589.03	
\$ 170,000.00	\$ 576,623.56	\$ -	\$ 314,982.84	

Benton County Enterprise Zone Tax Abatement Goals

Applicant Information

Date: 9/10/13

Business Name: Forbidden Fruit Ciderhouse, LLC

Contact Person: Aaron Sarnoff-Wood

Phone: 541-207-3915 Email: aaron@2townsciderhouse.com

Overarching goal: Businesses are desired that encourage or demonstrate using resources in a manner that protects the environment while providing for a vigorous economy and meeting community needs now and in the future.

New Businesses:

To receive a tax abatement for years 1-3 a business must fit into one of the categories in Section I and have (3) Yes's in Section II, III or IV. If a business does not fit into one of the categories in section I it must have (5) Yes's in Section II, III or IV. The Year 4 and 5 optional tax credit would be awarded to those companies that have made progress over years 1-3 in meeting the goals listed below.

Existing or Start-up Business:

If a business already in the Enterprise Zone or a startup with no operational history does not meet the new business requirements to receive the tax abatement for years 1-3, it may submit a plan to move its organization toward becoming more sustainable based on items in the criteria. The plan will need approval and the business must report annually on its progress toward that plan. The Year 4 and 5 optional tax credit would be awarded to those companies that have made progress over years 1-3 in meeting the goals below.

Section I: Product / Services: Our company offers products or services that fit in the following business clusters. Please check one that applies:

- Green Building: (e.g. businesses that provide products or services to the green building market - insulated concrete forms, non-toxic building products, consulting services that support green building, etc.).
- Energy: Alternative energy and/or efficiency (e.g. wind, wave, solar, hydro, biofuels, energy conservation services, software/hardware to reduce energy usage, etc).
- Local Food production and processing. (using sustainable agricultural practices to reduce chemicals, water and non-renewal energy).
- Green technology: (manufacturing processes that create no hazardous substances while reducing resource use - computerized controls that reduce resource use, such as for wood processing, soil remediation, environmental sensors).
- Recycled and/or Replacement Products: (e.g. flower pots made from waste paper pulp, plastic lumber, twine made from recycled plastics).
- Sustainable Forest and Wood Products
- Other sustainable business cluster

Section II: Business Practices: Our company focuses on protecting resources and meeting community needs while enhancing the economy. Check all those that apply.

- We train our personnel to meet these goals in all business aspects.
- These goals are integrated into our business planning.
- We track our business performance with a sustainability management system. Please Identify (_____).
- We measure energy use and waste per unit of production
- Other sustainable business practices _____

Section III: Operations (Check all those that apply)

Design

Our company:

- Redesigns products so that they meet enterprise zone goals.
- Conducts Life Cycle Analyses on our product(s)/services
- Has reduced our product packaging by at least 20%
- Encouraged and engaged suppliers to redesign their products and services to meet enterprise zone goals.
- Other sustainable design practices: _____

Operations

Our company:

- Is locally owned.
- Routinely conducts process or facilities energy audits.
- Has reduced energy 10% per unit of production. (e.g. watts/widget).
- Has reduced green house gases to 1990 levels.
- Routinely/periodically conducts resource efficiency audits to reduce waste and raw materials.
- Routinely/periodically conducts efficiency audits for water usage.
- Routinely/periodically conducts employee satisfaction surveys with an action and implementation plan that follows.
- Has completed a chemical inventory that ranks toxic and hazardous materials and developed a plan to eliminate all persistent bio toxins (PBT's).
- Takes responsibly for our product at end of its useful life (e.g. takes back a computer to disassemble, recycle and or reuse components for a new product).
- Other sustainable operational strategies: _____

Section IV: Facilities

Our company:

- Intends to build to LEED (Leadership in Energy and Environmental Design) U.S. Green Building Standards or other "green" building standards.
- Will retrofit existing facilities to LEED or LEED Existing Building standards or equivalent.



DEPARTMENT OF ASSESSMENT
4077 SW Research Way
Corvallis, OR 97333
PHONE: (541) 766-6855
FAX: (541) 766-6848

DATE: September 6, 2013

TO: Forbidden Fruit Ciderhouse, LLC., Tom Nelson, Benton County/City of Corvallis Zone Sponsors

RE: Enterprise Zone Pre-authorization Application for Forbidden Fruit Ciderhouse, LLC

FROM: Tami Woodward, Assessor

Based on the information reported on the Oregon Enterprise Zone Application submitted by Forbidden Fruit Ciderhouse, LLC on September 6, 2013; the requirements of ORS 285C.140 appear to be met.

Forbidden Fruit Ciderhouse, LLC must still receive final approval from the Zone Sponsors.

Tami Woodward
Benton County Assessor

Oregon Enterprise Zone AUTHORIZATION APPROVAL

• See instructions on the back.

ZONE MANAGER APPROVAL

Authorization is granted to: Forbidden Fruit Ciderhouse, LLC
(Name of eligible business firm)

Complete authorization application was submitted on: August 21, 2013

Date of pre-authorization conference (date must be on or after authorization application submission date indicated above): September 6, 2013 Summary Attached

The total **estimated** value of the qualified property to be constructed, modified, or installed: \$ 1,061,606

Annual **average** employment inside the enterprise zone: 10 (Full-Time, Year-Round, Employees)

The total **estimated** new hiring inside the enterprise zone: 10 (Full-Time, Year-Round, Employees)

The **anticipated** first year(s) for the exemption period(s) is (are): 2013*

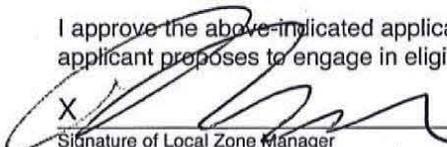
Special Circumstances:

Urban Enterprise Zone that imposes additional conditions? No Yes If yes, a description of each additional condition imposed by the enterprise zone sponsor with applicant's commitment to satisfy such condition(s) is attached prior to assessor's approval.

Extended abatement of four of five years in total requested? No Yes If yes, the written agreement between zone sponsor and applicant is: Rejected Finalized and attached (agreement must be executed prior to completion of this form).

The **filing fee** for authorization is: Waived \$200 \$_____ (up to 0.1% of above estimated cost).

I approve the above-indicated application for authorization on behalf of the zone sponsor. I have determined that the above-named applicant proposes to engage in eligible business operation and has committed to meet the requirements to qualify for the exemption.

X  9/12/13 Benton County/Corvallis
Signature of Local Zone Manager Date Name of Enterprise Zone

COUNTY ASSESSOR APPROVAL

I **approve** the application for authorization.

X
Signature of County Assessor or Authorized Representative Date County Telephone Number

I **deny** the application for authorization.

X
Signature of County Assessor or Authorized Representative Date County Telephone Number

INFORMATION FOR APPLICANT

If the county assessor approves your application, your business firm is authorized for an enterprise zone exemption on "qualified" property. This is property newly placed into service inside the enterprise zone and meeting other criteria. To receive this exemption **you must**:

- Achieve the required minimum employment at some point on or before April 1*;
- File an exemption claim that includes a property schedule with the county assessor after January 1, but no later than April 1*;
- Actually occupy or use qualified property consistent with intended commercial purposes before July 1*.

If on January 1 you have unfinished qualified property at the authorized site, provide evidence to the assessor by April 1 using form #150-310-020, in order to be exempt while work to construct, modify, or install property is in process. This pre-enterprise zone exemption is available to most authorized business firms for up to two years, but it does not include centrally assessed property. Hotel, motel, and destination resorts are not eligible, but they may apply (by April 1) for the regular "Cancellation of Assessment for Commercial Facilities under Construction" (ORS 307.330 and 307.340).

This authorization may extend to additional qualified property subject to certain limitations. The authorization application should be amended by written request before the initial January 1, assessment date to account for any substantial change of plans such as additional structure. For different, future investments, submit new application for authorization **before** beginning construction/installation activity.

If the county assessor denies your application and you disagree with that decision, you may **appeal** under ORS 305.404 and 305.560 to: Magistrate Division, **Oregon Tax Court**, 1163 State St, Salem OR 97301-2563. (You need to provide a copy of the appeal to the local zone manager, the Oregon Department of Revenue, and the Oregon Business Development Department.)

*Year following the year (ending December 31) when the constructed, modified, or installed property is in occupancy or use or fully ready to be occupied or used.

Distribution of copies upon final completion of the form: (Zone Manager—photocopy)

- White** — Applicant
- Green** — County Assessor
- Canary** — Oregon Department of Revenue
- Pink** — Oregon Business Development Department
- Goldenrod** — Contact Agency for First Source Hiring Agreement (attach only application)

Procedures for Co Sponsor for Benton/Corvallis Sustainable Enterprise Zone

November 2012

Introduction:

In 2008 the State approved the Benton/Corvallis Sustainable Enterprise Zone application. The Board of Commissioners, working with the City of Corvallis, appointed an Enterprise Zone Manager as required by statute. The tasks of the manager included screening and processing applicants to the newly designated EZ. This is accomplished with the help of an EZ Advisory Committee that was designated. The EZ Advisory Committee is composed of 3 candidates selected by the mayor of Corvallis and 3 representatives selected by the BOC, in addition to the designated EZ Manager or Co EZ Manager. This committee met and established the criteria for the extended tax abatement period as allowed by statute. See attached criteria.

Process:

Once the EZ manager receives a proposed application that appears to meet the stated criteria for the standard 3 year exemption and the applicant reviews the additional criteria for the extended abatement, an election is made to apply for either the standard period or the extended period. A \$200 fee is collected at the time of the application.

The EZ manager emails copies of the completed application to the Assessor, BOC, and the Advisory committee.

The advisory committee members and Benton County assessor are notified and a pre-authorization meeting is held to review the application. A summary of the meeting is recorded and sent to the Assessor, committee members, and BOC.

The assessor then determines if the application “appears to meet all statutory requirements”; if it does, then approves the application and sends a letter to the applicant and the Co-sponsors.

The EZ Manager completes the “Authorization Approval” form and sends it to the Assessor for signature.

The city of Corvallis then places consideration of approval for the extended tax abatement for 5 years on the agenda of the Administrative Services Committee (ASC) for their screening and recommendation to the full city council. If approved, the matter is forwarded, if rejected or additional questions require resolution, that action is taken.

Once approved by the city council, the Assessor requests an agenda item before the BOC public meeting for review and approval of the 3 year standard exemption. The EZ manager must return to the BOC after 3 years for approval of the extended two year tax abatement.

Sustainability Monitoring – The EZ Manager will obtain a written annual report from each business regarding progress towards the required criteria. The report will be filed to the EZ manager Sept 1st of each year. This report will serve as the basis of the summary report required by the State each November 1st. (Tom will draft the report and implement it during 2013).

Additional Duties of the EZ Manager include establishing and collecting a written annual report of progress by the companies, monitoring the progress, and scheduling the applicant's appearance before the BOC prior to the start of the 4th year to request the extension of the standard 3 year abatement.

Each approved applicant must file their exemption application and supporting documentation by April 1st each year. The County Assessor has an annual report due to the state by June 30th and the EZ Manager has an outline of activity due to the state by November 1st.

The EZ's approval and establishment is for a 10 year period with the renewal due in 2018.



CORVALLIS
BENTON COUNTY
 ECONOMIC DEVELOPMENT OFFICE

MEMO

Date: November 18, 2013

To: Arthur Fish, Business Oregon

From: Tom Nelson, Economic Development Manager

These are the currently authorized business firms that have qualified for the exemption for the Benton Corvallis Enterprise Zone, and their progress to date:

Business Firm	New/additional Employees (Actual)	\$ Investment (to date)	Expected 1st Initial Yr. Employees	Years of Exemption
T. Gerding	3	\$2,000,000	1	3
Natural Point	21	\$1,843,792	2	3
NuScale	159	\$2,316,956	90	3
Perpetua*	0	\$60,000	30	3
Total	183	\$6,220,748	123	

* Perpetua's capitalization plan was altered by investors, and the major planned expansion went elsewhere. However, they may still expand, and therefore qualify within their 3 year exemption period.

We also have one application being processed at this time from Forbidden Fruit Ciderhouse, LLC, and expect it to be approved in December 2013. They would begin to see benefit in 2014. We also have three other clients we have been working on as recruitments that may file applications within the next year.

Corvallis / Benton County Economic Development Office has been established as the Zone Manager within the past year, and has developed a new website and marketing plan which includes information about the Enterprise Zone. It is www.YesCorvallis.org , and the contact info is listed below.

c: City of Corvallis, Benton County Commissioners, Benton County Assessor Enterprise Zone Advisory Committee

Innovate. Grow. Thrive.™

Enterprise Zone Committee members are appointed by the City of Corvallis and Benton County.
Current members:

ENTERPRISE ZONE COMMITTEE

Name	Term Expiration
Bob Devine	06-30-14
Don Herbert	06-30-14
Julie Manning	12-31-14
George McAdams	06-30-15
Tom Powell	06-30-16
Biff Traber	12-31-14

**Sponsorship by Cities, Ports, Counties and Indian Tribes of
Designated Oregon Enterprise Zones
(Effective November 2013)**

Tribal Governments (2):

Confederated Tribes of the Umatilla Indian Reservation
Confederated Tribes of Warm Springs

Note: Respective only to Reservation Enterprise Zone designations, not Reservation Partnership Zones, though both operate as enterprise zones.

Counties (29)—the seven that do not are:

NON-SPONSORING COUNTY	ZONES OTHERWISE INSIDE COUNTY	COMMENTS
Harney	0	Designation terminated at end of 2012 due to non-use
Marion	5	Four in corporate limits; one partially outside with consent
Multnomah	4	Entirely in corporate limits [Sponsors Strategic Investment Zone]
Wallowa	0	Formerly sponsored zone that was used
Washington	3	One in corporate limits; two are partially outside with consent
Wheeler	1	Entirely in corporate limits
Yamhill	0	(Consented to former zone)

Note: Clatsop County sponsored a former enterprise zone, and currently sponsors one in its NE corner with Columbia County; two other zones contain incorporated area in adjacent counties which do not sponsor that zone. (Jackson and Umatilla counties sponsor zones but also consent to others inside urban growth areas)

Ports (11):

Oregon International Port of Coos Bay	Port of Port Orford
Port of Bandon	Port of St. Helens (2)
Port of Coquille River	Port of Siuslaw
Port of Hood River	Port of Umpqua
Port of Morrow	Port of Tillamook Bay
Port of Newport	

Note: Ten ports consent to one or more zones—Asea, Arlington, Astoria, Cascade Locks, Garibaldi, Gold Beach, Portland (11), The Dalles, Toledo and Umatilla (3). (Ports of Brookings Harbor and Nehalem contain no zone)

Cities (112):

Albany	Fairview	Metolius	Roseburg
Arlington	Florence	Millersburg	Rufus
Aurora	Forest Grove	Milwaukie	Salem
Baker City	Fossil	Molalla	Sandy
Bandon	Garibaldi	Monmouth	Scappoose
Bay City	Gold Beach	Moro	Seneca
Beaverton	Grants Pass	Mt. Angel	Silverton
Bend	Grass Valley	Mt. Vernon	Sisters
Boardman	Gresham	Myrtle Creek	Springfield
Butte Falls	Haines	Myrtle Point	St. Helens
Canyon City	Happy Valley	North Bend	Stanfield
Cascade Locks	Harrisburg	North Powder	Stayton
Clatskanie	Hermiston	Nyssa	Sutherlin
Columbia City	Hillsboro	Oakland	Sweet Home
Condon	Hood River city	Oakridge	The Dalles
Coos Bay	Hubbard	Ontario	Tillamook
Coquille	Independence	Pendleton	Toledo
Cornelius	Island City	Pilot Rock	Troutdale
Corvallis	John Day	Port Orford	Umatilla city
Cottage Grove	Junction City	Portland (2)	Union city
Creswell	Klamath Falls	Prairie City	Vale
Culver	La Grande	Prineville	Veneta
Dallas	La Pine	Rainier	Waldport
Donald	Lakeview	Redmond	Wasco city
Echo	Lebanon	Reedsport	Westfir
Elgin	Lincoln City	Riddle	Winston
Estacada	Madras	Rockaway Beach	Wood Village
Eugene	Medford	Rogue River	Woodburn

Note: Cities (7) of **Ashland, Cave Junction, Eagle Point, Merrill, Newport, Tangent and Talent consent** to zones within city limits. (Seventeen former city co/sponsors: Astoria, Burns, Cave Junction, Coburg, Depoe Bay, Enterprise, Heppner, Hines, Huntington, Joseph, Lostine, Newport, Seaside, Sheridan, Siletz, Wallowa city and Warrenton)

MEMORANDUM

January 13, 2013

TO: Administrative Services Committee
FROM: Janet Chenard, Budget & Financial Planning Manager
SUBJECT: Quarterly Operating Report – Update Proposal

I. Issue

To review and provide feedback on a proposed new, streamlined format for the City's Quarterly Operating Report.

II. Discussion

A Quarterly Operating Report is produced and published by staff on the City's web site within 45 days of the close of each fiscal quarter based on Financial Policy 10.04.050. This report is then shared with the City Council's Administrative Services Committee to provide citizens, the Budget Commission, and City Council with information about the City's financial performance for the quarter. The City has used the current Quarterly Operating Report format for many years. At an average 52 pages, it is a lengthy but comprehensive source of information on the City's funds and department information that allows City staff to demonstrate to the public that the City's finances are being monitored on an ongoing basis. However, the document in its current format is a substantial work effort for staff, and also arguably more information than necessary or of interest for most stakeholders to absorb – particularly when much of the information does not change substantially from quarter to quarter or even year over year.

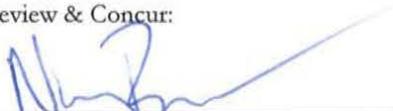
As such, an alternative format for future Quarterly Reports has been developed by staff, and a draft of this approach has been attached for ASC review and feedback on both the content and format. For ASC's consideration, the following list highlights from staffs' perspective how this new approach represents improvements over the previous report:

- Still covers all of the critical fiduciary elements for Council understanding and monitoring where the City's financial operations stand, and the drivers of same, on a regular basis;
- Retains one to two high level performance indicators per department, utilizing Council values umbrella, that may provide the public with useful information about the City's relative service provision levels;
- Fewer pages to read (13 vs. 52) so a better chance that it will be read in its entirety by stakeholders;
- With the exception of General Fund overview information which will likely remain consistent, highlights of any specific issues or opportunities and challenges in other funds will change as they are worthy. So, in general, the material covered stays fresher and is therefore of more interest to repeat readers;
- Incorporates some ideas expressed as being of interest to ASC members when concept was raised at the December 4, 2013 ASC meeting with the presentation of the first QOR of FY 13-14 (i.e. Green Line General Fund Financial Plan, increasing retirement cashout impact to OPEB's, etc.);
- Wraps in highlights related to the Investment portfolio to obviate the need for presenting same in a separate report and to a separate committee, thereby allowing some repurposing of staff time; and
- More graphic, less narrative and tables of numbers so it may appeal to the more visual reader.

IV. Requested Action

Provide feedback on and/or approval of the attached proposed new report format. Staff would plan to provide the old format for the FY 13-14 Q2 Operating Report, but would be able to commence providing the new format, if approved, as early as Q3 FY 13-14.

Review & Concur:



Finance Director



City Manager



1st Quarter Financial Summary

FY 2013-14

This first quarter financial summary mock-up for FY 2013-14 follows a proposed new reporting format that is a departure from complex tables of comparative data and pages of detailed financial notes. The new report includes a combination of graphical displays, short contextual explanations and relatively few numeric tables. Feedback on the new format is welcome, as well as on the type of financial information selected to appear in the report. The objective in making this change is to ensure that quarterly financial data provided to City policy-makers, as well as citizens, is informative, concise and useful.

PERFORMANCE AT A GLANCE	YEAR TO DATE
GENERAL FUND	
General Fund Expenditure vs. Revenue	WATCH
Property Tax Revenue	WATCH
Transient Room Tax	POSITIVE
Franchise Fees	WATCH
State Shared Revenue	WATCH
Fines & Forfeitures	WATCH
General Fund Expenditure vs. Budget	POSITIVE
SPECIAL REVENUE FUNDS	
9-1-1 Emergency Services	WATCH
Community Development Revolving	WATCH
Development Services	POSITIVE
Parking	POSITIVE
Street	WATCH
Transit	POSITIVE
ENTERPRISE FUNDS	
Airport	POSITIVE
Stormwater	POSITIVE
Wastewater	POSITIVE
Water	POSITIVE
INTERNAL SERVICE FUNDS	
Risk Management	WATCH

What the ratings mean:

Positive – Current revenues and City Council-adopted use of reserves are sufficient to support the current level of service. Fund balances appear stable over a three-year forecast. No significant negative issues are identified.

Watch – Various stressors may cause current revenues to be flat or decline and impact the fund's capacity to support the current level of service. Factors exist that may contribute to higher than anticipated expenditure levels in more than one category over the next 6-12 months.

Negative – Current expenditures exceed or revenues are significantly behind forecast assumptions. Fund balance is unstable. Immediate action to reduce expenditures is required.

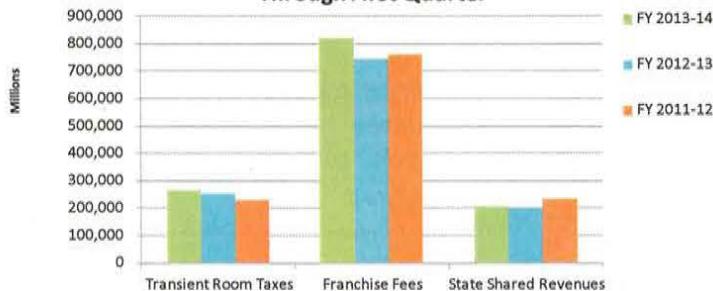
Performance at a Glance provides a year-to-date evaluation of fund health. In the General Fund section, several key factors are rated. The positive rating for *Expenditure versus Budget* indicates current General Fund expenditures appear to be on target and unlikely to exceed budget this fiscal year. The positive for Transient Room Taxes reflects receipts which continue to increase each year, and so far are ahead of last year's actuals, as well as budget in FY 13-14. The "watch" ratings – for *Property Tax*, *Franchise Fees*, *State Shared Revenues*, and *Fines & Forfeitures* – are indicative of concerns related to a variety of stressors on these resources, in particular such items as reduced valuation on property tax and ongoing appeals by certain large tax payers; and lowered demand or use of utilities, plus legislative changes, which impact fee and fine revenues. With the "watch" on many General Fund revenues, this also impacts "Expenditures vs. Revenues".

Four of the other funds listed have a “watch” rating – 9-1-1 Emergency Services, Community Development Revolving, Street, and Risk Management. These funds are on the City Manager’s watch list. All four are experiencing declining fund balances and current revenues at the threshold of being inadequate to support current service levels.

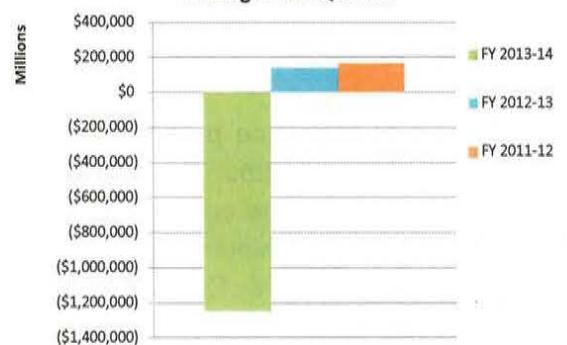
GENERAL FUND

REVENUE	AMENDED BUDGET	1st Quarter FY 13-14	UNAUDITED FY 13-14	FY 13-14 % REC/EXPEND	AMENDED BUDGET	1st Quarter FY 12-13	Y-T-D FY 12-13	FY 12-13 % REC/EXPEND
Budgeted Fund Balance	\$6,265,564							
Property Taxes	\$20,617,620	(\$1,247,274)	(\$1,247,274)	-6.05%	\$21,002,640	\$142,684	\$142,684	0.68%
Other Tax	1,372,600	264,590	264,590	19.28%	1,270,650	254,069	254,069	20.00%
Licenses/Permits	5,925,060	919,148	919,148	15.51%	5,708,610	849,412	849,412	14.88%
Charges for Service	5,879,940	1,438,489	1,438,489	24.46%	5,856,500	1,278,595	1,278,595	21.83%
Intergovernmental	4,207,850	210,411	210,411	5.00%	4,309,570	195,492	195,492	4.54%
Fines/Forfeitures	749,530	167,380	167,380	22.33%	830,110	170,916	170,916	20.59%
Miscellaneous	509,820	141,132	141,132	27.68%	576,300	117,423	117,423	20.38%
Other Financing Sources	6,875,385	166,243	166,243	2.42%	2,845,350	166,502	166,502	5.85%
TOTAL CURRENT REVENUE	\$46,137,805	\$2,060,119	\$2,060,119	4.47%	\$42,399,730	\$3,175,093	\$3,175,093	7.49%
EXPENDITURE BY DEPARTMENT								
City Manager's Office	\$326,250	\$66,051	\$66,051	20.25%	\$380,000	\$16,283	\$16,283	4.29%
Community Development	1,309,840	287,856	287,856	21.98%	1,311,410	306,784	306,784	23.39%
Finance	646,770	163,441	163,441	25.27%	629,740	153,936	153,936	24.44%
Fire	10,485,960	2,663,141	2,663,141	25.40%	10,455,220	2,493,179	2,493,179	23.85%
Library	5,878,150	1,414,233	1,414,233	24.06%	6,053,510	1,382,668	1,382,668	22.84%
Parks & Recreation	6,173,360	1,734,097	1,734,097	28.09%	6,080,310	1,609,688	1,609,688	26.47%
Police	10,649,520	2,621,368	2,621,368	24.61%	10,499,190	2,756,969	2,756,969	26.26%
Public Works	1,026,260	151,517	151,517	14.76%	1,218,900	267,250	267,250	21.93%
Non-Departmental	1,448,070	342,356	342,356	23.64%	1,362,100	351,395	351,395	25.80%
TOTAL OPERATING EXPENDITURES	\$37,944,180	\$9,444,060	\$9,444,060	24.89%	\$37,610,380	\$9,338,152	\$9,338,152	24.83%
Debt Service	\$243,180	\$220,530	\$220,530	90.69%	\$243,880	\$218,342	\$218,342	89.53%
Transfers / Other Financing Uses	6,899,715	460,206	460,206	6.67%	3,100,663	530,525	530,525	17.11%
Contingencies/Reserves	630,000	0	0	0.00%	512,850	0	0	0.00%
TOTAL ALL EXPENDITURES	\$45,717,075	\$10,124,796	\$10,124,796	22.15%	\$41,467,773	\$10,087,019	\$10,087,019	24.32%
CURRENT REVENUE LESS								
TOTAL EXPENDITURES	\$420,730	(\$8,064,678)	(\$8,064,678)			(\$6,911,926)	(\$6,911,926)	

**General Fund Revenues
Top Three Sources After Property Tax
Through First Quarter**



**Property Tax Received
Through First Quarter**



GENERAL FUND					
BUDGETARY BASIS	AUDITED FY 11-12	AUDITED FY 12-13	ADOPTED FY 13-14	YEAR-TO-DATE FY 13-14	Percentage of Budget YTD
RECURRING					
REVENUE					
Property Taxes	\$20,508,584	\$20,126,321	\$18,975,500	(\$1,247,274)	-6.57%
Other Taxes	1,239,155	1,396,192	1,372,600	264,590	19.28%
License, Fees & Permits	5,703,675	5,592,046	5,915,060	919,148	15.54%
Charges for Services	5,629,920	5,819,605	5,770,280	1,431,781	24.81%
Intergovernmental	3,699,065	3,747,053	3,634,510	210,411	5.79%
Fines & Forfeitures	805,079	679,695	749,530	167,380	22.33%
Miscellaneous	272,814	283,028	360,690	98,190	27.22%
Non-Operating Revenue	1,743,522	1,809,961	1,788,640	166,243	9.29%
TOTAL RECURRING REVENUE	\$39,601,812	\$39,453,900	\$38,566,810	\$2,010,469	5.21%
EXPENDITURES					
City Manager's Office	0	193,263	292,250	64,475	22.06%
Community Development	1,256,557	1,216,503	1,277,020	287,856	22.54%
Finance	659,181	599,021	626,770	163,441	26.08%
Fire	10,433,717	10,148,100	10,439,070	2,663,141	25.51%
Library	5,763,931	5,679,546	5,777,310	1,403,914	24.30%
Parks & Recreation	5,518,962	5,671,510	5,727,160	1,630,705	28.47%
Police	10,032,147	9,905,285	10,317,680	2,529,722	24.52%
Public Works	867,719	778,774	848,260	130,542	15.39%
Non-Departmental	1,211,667	1,252,689	1,193,350	324,488	27.19%
Non-Operating Expenditures - Transfers & Debt	2,215,792	2,289,272	2,122,330	680,736	32.07%
Contribution to Reserves	316,917	1,282,806	1,776,950	0	0.00%
TOTAL RECURRING EXPENDITURES	\$38,276,588	\$39,016,769	\$40,398,150	\$9,879,020	24.45%
RECURRING REVENUE EXCESS (SHORTFALL) OVER EXPENDITURES	\$1,325,224	\$437,131	(\$1,831,340)	(\$7,868,552)	
NON-RECURRING (ONE-TIME)					
REVENUE					
Special Projects (Grants, Misc., etc.)	\$759,930	\$629,344	\$504,090	\$49,650	9.85%
Use of Reserves	693,373	447,786	534,430	0	0.00%
Non-Operating Revenue	151,556	879,833	4,965,945	0	0.00%
TOTAL NON-RECURRING REVENUE	\$1,604,859	\$1,956,963	\$6,004,465	\$49,650	0.83%
EXPENDITURES					
City Manager's Office	0	38,007	34,000	1,576	4.64%
Community Development	0	8,890	32,820	0	0.00%
Finance	0	0	20,000	0	0.00%
Fire	581,540	27,071	23,240	0	0.00%
Library	137,541	101,316	100,500	10,319	10.27%
Parks & Recreation	164,854	394,344	436,840	103,392	23.67%
Police	156,826	249,444	312,600	91,646	29.32%
Public Works	304,666	203,793	178,000	20,975	11.78%
Non-Departmental	47,027	70,540	250,000	17,868	7.15%
Non-Operating Expenditures - Transfers	97,080	880,702	5,020,565	0	0.00%
Fund Balance Reserve Contingency	0	0	630,000	0	0.00%
Non-recurring Contribution to Fund Balance Reserve	0	2,276,200	(630,000)	0	0.00%
TOTAL NON-RECURRING EXPENDITURES	\$1,489,534	\$4,250,307	\$6,408,565	\$245,776	3.84%
NON-RECURRING REVENUE EXCESS (SHORTFALL) OVER EXPENDITURE	\$115,325	(\$2,293,344)	(\$404,100)	(\$196,126)	48.53%
POTENTIAL BEGINNING BUDGETARY FUND BALANCE					
<i>Net Recurring Revenue/Expenditure</i>	1,325,224	437,131	(1,831,340)	(7,868,552)	
<i>Net Non-Recurring Revenue/Expenditure</i>	115,325	(2,293,344)	(404,100)	(196,126)	
ENDING BUDGETARY FUND BALANCE	\$2,760,009	\$903,795	\$27,881	(\$7,160,883)	

The General Fund Financial Plan update provided above shows where the "green line" is at the end of Q1. The negative ending budgetary fund balance year-to-date, which is expected to correct itself by year-end based on timing of a fund balance loan, receipt of revenues and completion of reserve transfers, is currently reflective of:

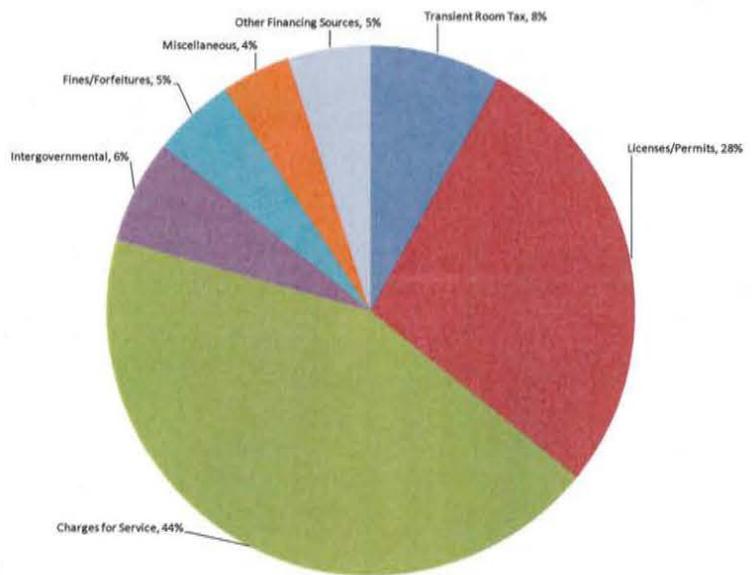
- the first quarter anticipated property tax refund to Hewlett-Packard;
- no significant inflow of offsetting property tax revenues expected until the second quarter; and
- an audited FY 12-13 ending fund balance that was \$435,000 lower than projected based on a combination of revenue shortfalls and Parks & Recreation fully expending its budget.

The **resources** pie chart, to the right, graphically illustrates the year-to-date proportions of all non-property tax resources supporting General Fund services. Property taxes have not been included as a proportion of resources in the current graph because collections are actually negative year-to-date based on the \$1.4 million refund paid out to Hewlett-Packard in the first quarter. The majority of annual property tax revenues are received during the second quarter of the fiscal year, so next quarter's chart will be substantially weighted to this revenue source. Even given the negative start, using the past two fiscal years as a metric, it is anticipated that about 50% of total General Fund revenues will be from property taxes by June 30.

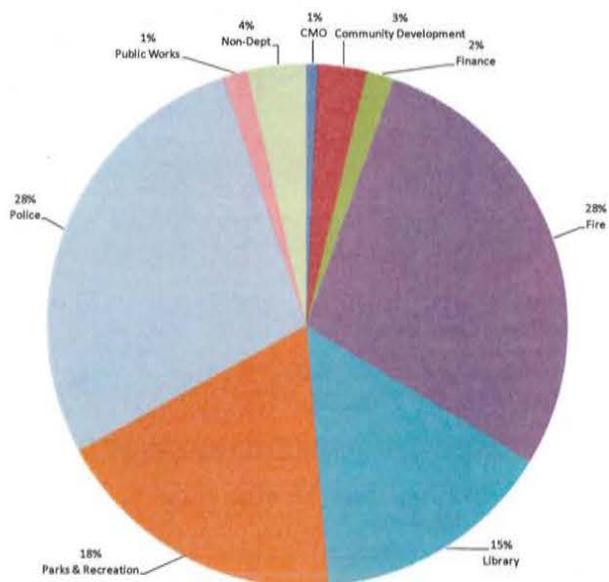
The **expenditures** pie chart shows the distribution of General Fund expenditures by department through the first quarter. The public safety departments (Fire and Police) account for 56% of fund expenditures; while other external services like library, parks, recreation, economic development, planning, code enforcement, and municipal court make up 44%.

Comparing year-to-year expenditures in this Fund (table on page 2) demonstrates that FY13-14 spending is closely aligned with FY12-13 both in total and as a percentage of budget. Some notable increases by department include an almost 16% increase as a percentage of budget for CMO due to full Economic Development staffing in FY13-14; Fire exceeding current and last year as a percentage of budget due to greater use of overtime to cover vacant positions and the five conflagrations that occurred this summer; P&R running fully staffed for personnel services compared to last year and increased special project spending early in the fiscal year.

General Fund - Proportionate Resources by Type
FY 13-14 First Quarter (excludes negative Q1 Property Taxes)



General Fund Expenditures by Department
FY 13-14 First Quarter



Fund Name	Resources as of 1st Qtr FY13-14	Resources as of 1st Qtr FY12-13	Variance 12-13 to 13-14	FY 13-14 Total Budgeted Revenue	Q1% of FY 13-14 Total Budgeted Revenue
Street	\$ 906,604	\$ 778,082	\$ 128,522	\$ 4,922,270	18.42%
Parks System Development Charge	882,049	107,651	774,398	3,170,792	27.82%
911 Emergency Services	514,884	452,353	62,531	2,231,980	23.07%
Development Services	1,307,942	602,379	705,563	2,602,700	50.25%
Community Development Revolving	580,203	309,705	270,498	3,210,200	18.07%
Parking	140,777	138,242	2,535	667,100	21.10%
Transit	886,152	518,995	367,157	4,388,720	20.19%
2011 Operating Levy	-	-	-	1,870,860	0.00%
Capital Improvement Project	422,512	14,237	408,275	5,916,840	7.14%
General Obligation Debt Service	(64,068)	16	(64,084)	1,152,620	-5.56%
Pension Obligation Debt Service	603,700	603,700	-	2,601,690	23.20%
Davidson	7	8	(1)	0	0.00%
Water	4,834,665	3,436,229	1,398,436	11,869,080	40.73%
Wastewater	3,477,514	2,787,798	689,716	12,698,290	27.39%
Stormwater	884,083	289,738	594,345	3,206,364	27.57%
Airport	81,573	91,159	(9,586)	932,100	8.75%
Fleet Maintenance	204,503	197,132	7,371	879,800	23.24%
Facility Maintenance	199,552	202,180	(2,628)	795,870	25.07%
Technology & Communication	396,465	398,460	(1,995)	1,587,540	24.97%
Administrative Services	1,134,031	1,107,138	26,893	4,554,350	24.90%
Risk Management	796,714	758,563	38,151	1,061,830	75.03%
TOTAL RESOURCES	\$ 18,189,862	\$ 12,793,765	\$ 5,396,097	\$ 70,320,996	25.87%

RESOURCES – Info on <>5% difference in Operating Funds from prior year or budget target (25%)

Street – Highway taxes typically appear to be below budget in the first quarter, due to timing of receipts, and accruals back to the prior year. While this fund continues to be on “watch” for revenues vs. expenditures, it is expected that budgeted revenues will be achieved by fiscal year end based on current trends.

Parks SDC / Development Services Funds – Charges for Service revenue in both of these funds, which includes system development charges and reviews/inspections respectively, are above target and last fiscal year due to some large OSU projects. OSU and Good Samaritan projects make up the majority of the current work load in these funds, and project timing can be somewhat variable, creating a less predictable revenue stream.

911 Emergency Services – Receipts in this Fund are typically below target year-to-date due to the shared revenue accrual timing, but are ahead of last year’s results by nearly 14% due to the combination of a higher cost share level and a FY 12-13 delayed recording of a quarterly cost share payment, so that the first quarter was artificially low.

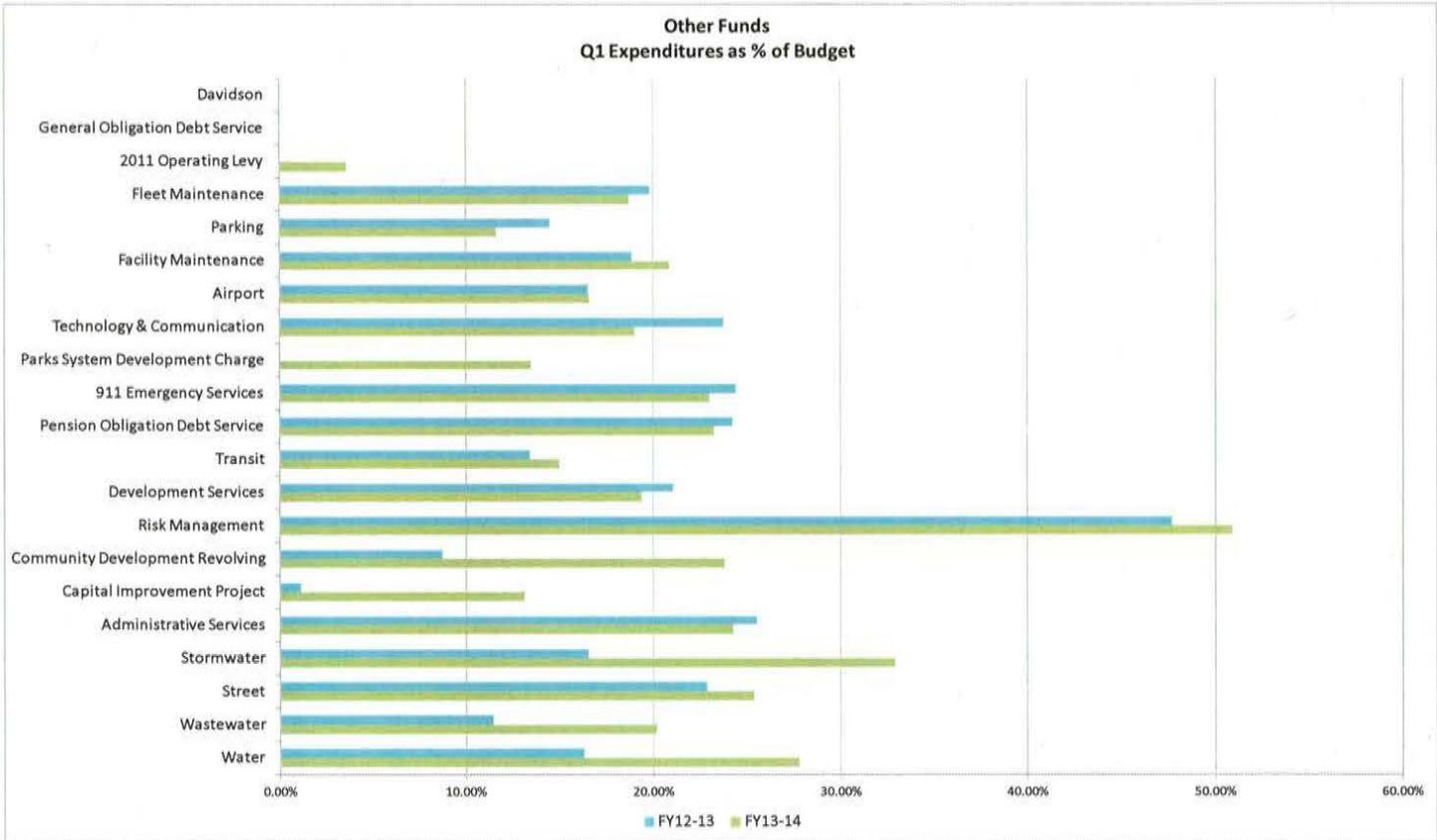
CD Revolving – While resources have increased over this time last year, CDBG and HOME program grant revenues are based on reimbursements and received only after expenditures are incurred. Timing of spending and receipts is sporadic and relatively unpredictable, so results above are typical, particularly when a significant portion of FY12-13 CDBG and HOME projects were carried forward to this fiscal year.

Transit – While revenues are nearly 71% of last year’s first quarter results due to timing of operating grant reimbursements, results are still below budget ytd, since this revenue source is projected to grow in total by about 35%.

Water – Metered water usage receipts have increased compared to last year at the same time due to slightly higher rates and increased consumption for irrigation purposes during the dry summer of 2013.

Airport – Grant revenues are reimbursement related, and so tend to lag regular budget targets. Charges for service are lower than the prior year based on fewer hangar rentals so far in FY 13-14.

Risk Management – Timing of internal service charges to departments is weighted to coincide with insurance premium payments (see expenditures on next page), 75% of which occur in July (first quarter) and 25% in January (third quarter).



EXPENDITURES – – Info on <>5% difference in Operating Funds from prior year or budget target

The above bar graph compares FY13-14 and FY12-13 expenditures through September 30 as percentages of their respective total budgets for all City funds except the General Fund (discussed in previous pages).

Parking Fund – Special project expenditures are currently over 73% of budget, and include those associated with the Sustainability Initiative Fee (SIF) and Transportation Maintenance Fee (TMF) programs. At the end of the first quarter, TMF was complete, expending its entire budget, and all Safety Sidewalk citizen requests were complete.

Technology & Communication Fund – Spending is low as a percentage of budget and last fiscal year due to none of the \$70,000 special project budget for the financial system upgrade being spent during the first quarter, as well as a 1.0 FTE position being held open in Public Works pending further analysis and possible reorganization.

Parks System Development Charge Fund – In FY13-14 the former component Parks SDC Fund was closed and fund balances transferred to the new Parks SDC Fund, which explains why there is no FY12-13 activity available for comparison purposes in the above graph.

CD Revolving Fund – Spending is low as a percentage of budget and last fiscal year due to none of the \$70,000

Water & Storm Water Funds – Spending is higher compared to the prior year quarter primarily due to transfers for earlier start/completion of various capital projects made possible by a drier than average summer.

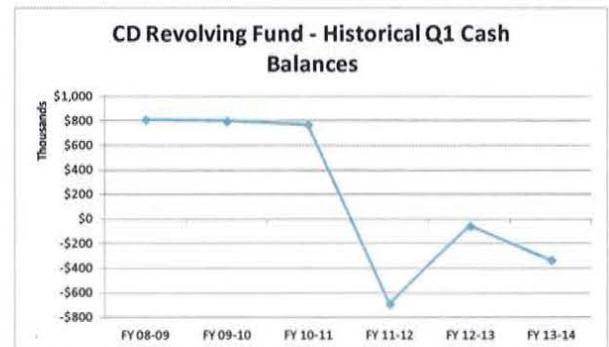
FUTURE OUTLOOK

General Fund – As noted earlier in this report, the fund faces ongoing challenges with property tax and other revenue sources aligning with increases in operating expenses. With over 68% of the fund's budgeted operating expenses related to the cost of personnel, future increases in PERS and health insurance premiums pose the most significant risk to maintaining the current levels of service.

9-1-1 Emergency Services – The 9-1-1 User's Group meets several times each year to discuss operations and the status of the Fund. The User's Group has developed a strategy such that user fees will be adjusted, avoiding significant increases and spikes where possible, in combination with funding approved projects, to attain and maintain a fund balance of not less than \$75,000 in a three-year planning period, without placing undue burden on the property-tax paying entities which comprise the User Group. However, due to flat or declining State Tax revenues and the known increases in personnel service costs, the user cost share (which is essentially property-tax based for all users of these services) has continuously increased over time. As such, the Police Department is currently challenged to maintain the recommended fund balance through the three-year planning period.



Community Development Revolving Fund – Increasing program delivery costs, coupled with a relatively rapid decline in federal resources since FY10-11, have brought revenues and expenditures much closer than in past years in the Fund. In each of the past two years, expenditures have exceeded current revenues, thus an interfund loan in the amount of \$80,000 was authorized from the Development Services Fund on June 30, 2013 to attain a positive cash and fund balance in the CD Revolving Fund to meet financial reporting requirements. This interfund loan is scheduled to be repaid to the Development Services Fund by June 30, 2014, however is likely to be drawn down again in a similar amount in FY 14-15 based on current cashflows. Presently there are too many variables (such as the timing of Fed grant awards, which information is not expected to be known until the March or April timeframe) to address solutions for ongoing solvency in this fund, but the department is working on many fronts to come up with alternatives to bring forward to Council prior to fiscal year end.

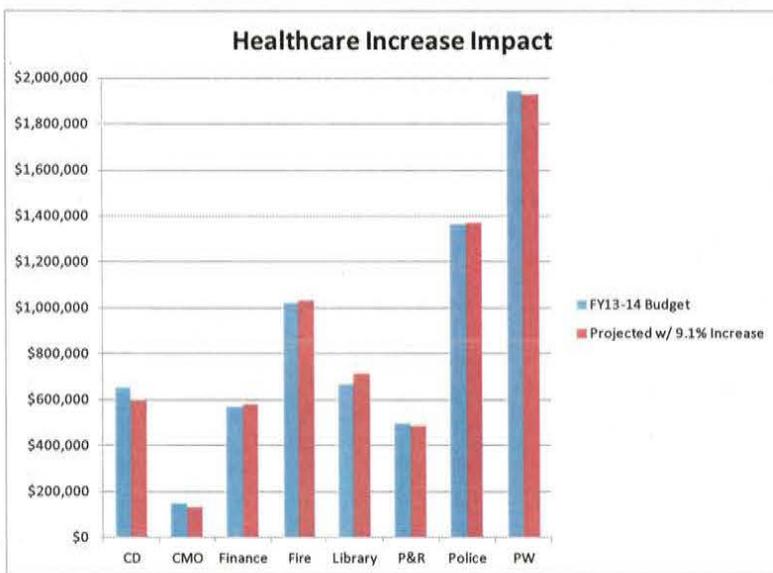
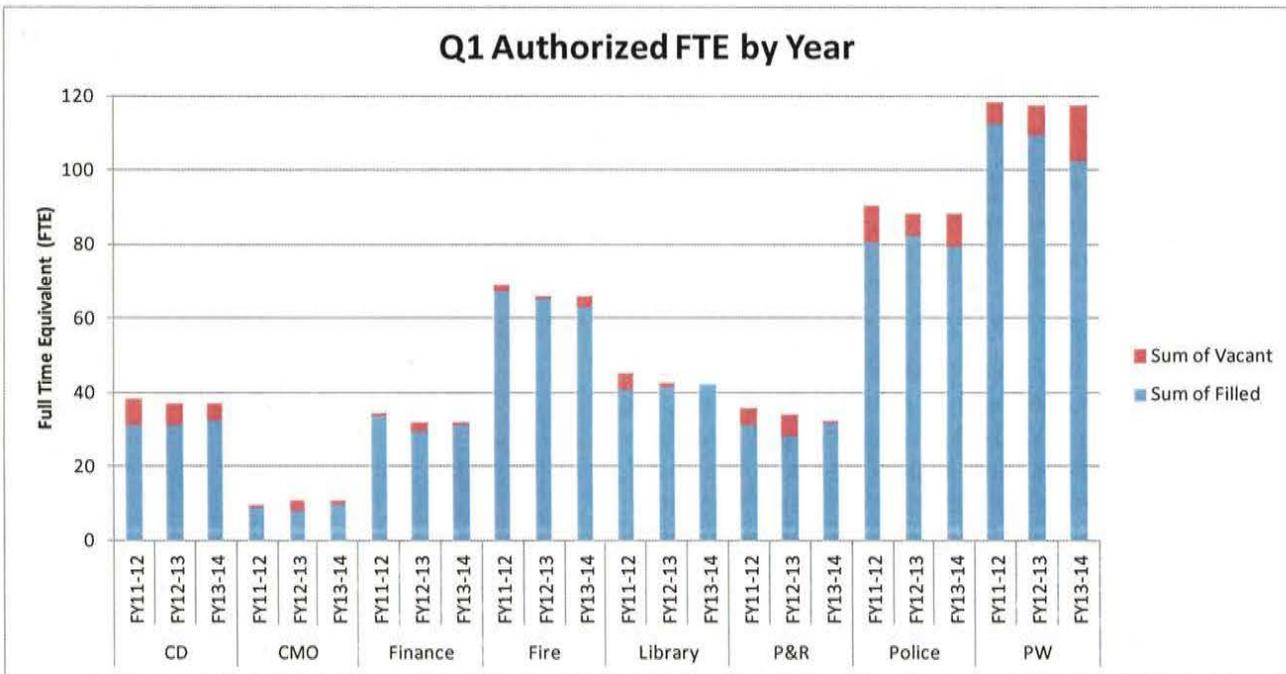


Risk Management Fund – The City utilizes a separate fund to track organization wide insurance costs for damages and claims against capital assets and personnel. Typically premium payments for externally purchased general liability, automobile and other property-related coverage falls primarily in the first quarter of the fiscal year. The City has some control, through its Broker, over property insurance premiums by managing its deductible level and valuations. However, major unknowns each year include self-insurance (claims above/outside the deductible) and workers compensation claims which can vary significantly year to year without notice.



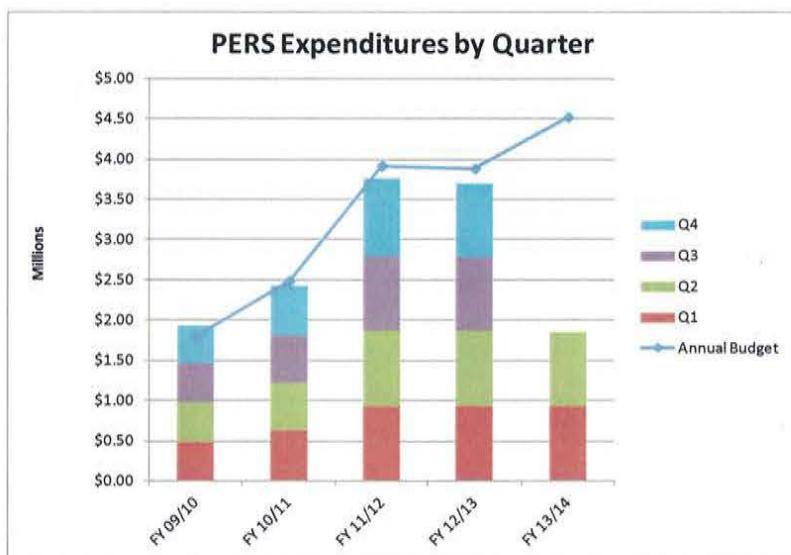
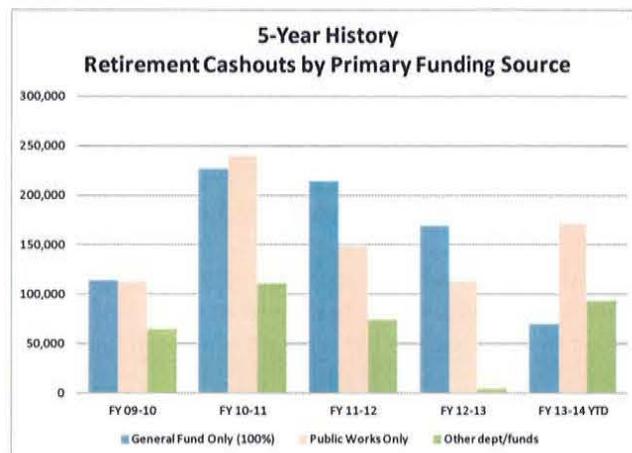
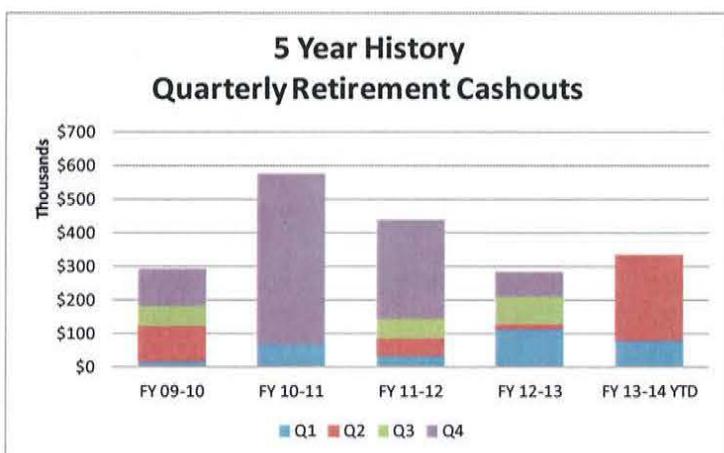
CITY STAFF – PERSONNEL SERVICES QUARTERLY UPDATE

Vacancies – The bar graph below depicts how different departments have been impacted this fiscal year in the first quarter vs. the prior two years from vacancies. Public Works has seen significant departures from retirements in FY 13-14 already year-to-date. The three years of police (CPD) activity shows that at any given time, this department tends not to be fully staffed due to the length of time to fill vacated positions. Additionally, CPD has had 3.0 FTE authorized but unfunded positions that are included in their vacancy count for FY 12-13 (so 50% of the vacancies shown) and FY 13-14 (33% of total vacancies), and 2.0 FTE (20% of total vacancies) were authorized but unfunded in FY 11-12. It should further be noted that all departments must perform a process review and/or consider reorganizations whenever a position becomes vacant in order to consider potential budget savings amongst other efficiencies.



The impact of a 9.1% increase in healthcare in the latter half of FY 13-14 is depicted in the graph to the left. Due to plan changes and current vacancies (which are assumed to be carried, which may not be a reasonable assumption), budgetary overages are currently projected for medical premiums in only half of City departments: Finance, Fire, Library and Police.

[City staff would use pages 8 and 9 in particular to highlight current/critical issues of which we believe ASC and Council should be aware. As examples, narrative, tables and graphs could be included about different major impacts on Personnel Service costs each quarter. For this whole fiscal year, retirement cashouts are likely to be significant. PERS and Healthcare, less so, but may still be worth a paragraph or illustration. The PERS graph does show significant rate increase of last biennium and relative “stability” in the current biennium. Whatever information is included in these two pages might be pertinent in one quarter, but something else such as mounting unfunded liabilities or a pending property tax refund issue or closure of hotel(s) that might impact transient room tax revenues, etc. may be more pertinent in another quarter, or at year-end. ASC and Councilors may also request certain financial info, with sufficient lead time, that could appear in an ensuing quarter. i.e. the two retirement graphs below showing quarterly retirement cashouts and funds most impacted was based on Councilor Traber’s idea of contrasting this situation with the change in OPEBs (and/or compensated absences) and probable/potential liability decrease. However the latter data is difficult to derive mid year, and challenging to portray, so is not yet available. Other ideas are welcome.]

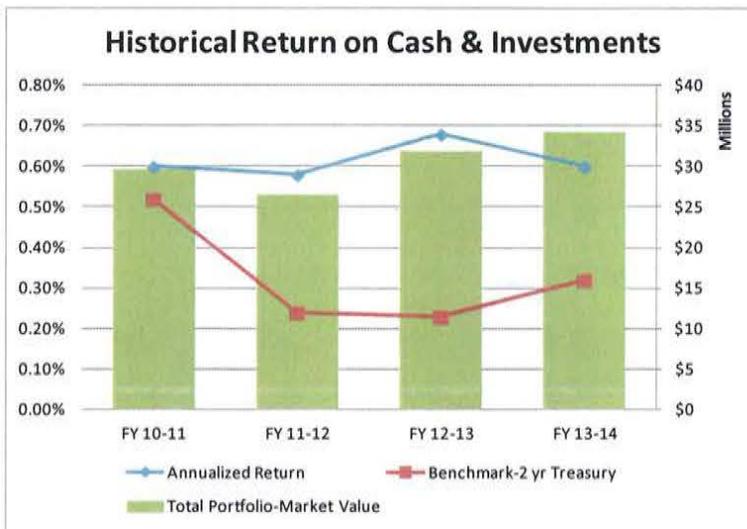
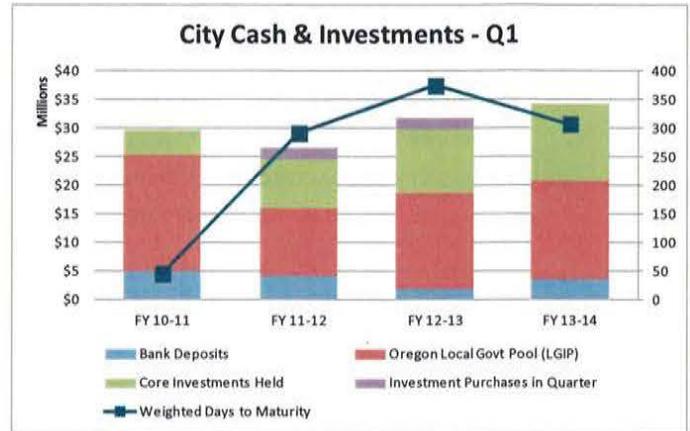


Capital Improvement Projects Update

City Hall Block	<u>CIP Doc Pg:</u> 9	<u>Adopted Budget:</u> \$168,100	<u>Amended:</u> \$110,570	<u>YTD Expended:</u> \$53,137
<p>This project continues to address the long-term facility needs for the City Hall block. FY 13-14 budget includes providing way-finding signage for municipal offices in the City Hall area.</p> <p>A contract for the way-finding signage was awarded, with production of the signs to beginning mid-August. Sign samples have been received for City approval with production anticipated for November and installation in December.</p>				
Park Development - New	<u>CIP Doc Pg:</u> 21	<u>Adopted Budget:</u> \$629,520	<u>Amended:</u> \$624,880	<u>YTD Expended:</u> \$400,504
<p>This project allows for the creation of new parks as Corvallis expands its City limits to include land within the Urban Growth Boundary. This fiscal year's budget includes improvements to Harding Neighborhood Park, pending acquisition; Shawala Point Park; and completion of the Coronado subdivision neighborhood park.</p> <p>The purchase of land in the Coronado sub-division for the purposes of a neighborhood park was completed during the 1st quarter and the park is open to the public.</p>				
Park Improvements - Existing	<u>CIP Doc Pg:</u> 25	<u>Adopted Budget:</u> \$523,000	<u>Amended:</u> \$488,930	<u>YTD Expended:</u> \$146,860
<p>This project provides for improvements to existing City Parks. The Willamette Park Rotary shelter was 90% complete in the first quarter and a grant opening celebration held. Finish work will be completed during the second quarter and the shelter will be available for rental to the public beginning with dates in April, 2014.</p> <p>During the first quarter, a construction contract was awarded for the Tunison Park improvements with completion scheduled for the 2nd quarter.</p> <p>A large steel arbor was fabricated and installed in the Avery Rose Garden Plaza during first quarter. The arbor was donated to the City by the Corvallis Rose Society. With no net out-of-pocket City expense for this project, the capital asset value to be recorded for this donation has not yet been determined.</p>				
Storm Drain Replacement	<u>CIP Doc Pg:</u> 37	<u>Adopted Budget:</u> \$467,500	<u>Amended:</u> \$628,284	<u>YTD Expended:</u> \$543,633
<p>This annual program replaces or rehabilitates storm water pipelines that are inadequately sized or have exceeded their useful service life. The facilities to be replaced are selected based on their condition as determined through inspection. Construction of projects designed in FY 12-13 is in progress.</p>				
Storm Drain Replacement	<u>CIP Doc Pg:</u> 39	<u>Adopted Budget:</u> \$467,500	<u>Amended:</u> \$628,284	<u>YTD Expended:</u> \$543,633
<p>This project implements recommendations from the adopted Storm Water Master Plan. Projects were prioritized and developed based on highest system need while addressing flood mitigation, system capacity, operations and maintenance needs, and preservation and enhancement of natural resources.</p> <p>Design was completed in FY 12-13 to provide bank stabilization on the east bank of Dixon Creek where the bank has experienced a slope failure. Construction is currently underway and approximately 50% complete. Weather impacts and Oregon Department of Fish & Wildlife delays have hindered progress.</p> <p>Construction has been completed on the Greeley Avenue project to replace an undersized 8-inch pipe running east to west on the street.</p>				
City Hall Parking	<u>CIP Doc Pg:</u> 51	<u>Adopted Budget:</u> \$10,000	<u>Amended:</u> \$10,000	<u>YTD Expended:</u> \$0
<p>The City of Corvallis, City of Albany, and Benton County are participating in a joint effort to develop a multi-use path from Corvallis to Albany. This project will be developed in phases and supports the City's sustainability policies by providing an improved bicycle and pedestrian route between Corvallis and Albany. Project design will be completed by Benton County, with the City constructing all segments within the City Limits.</p> <p>City staff has been meeting with the Oregon Department of Transportation (ODOT) Rail Division to discuss trail crossing options. This process has resulted in an administrative hearing which will not impact the construction dates. Construction is underway with completion scheduled for the second quarter.</p>				

Quarterly – Cashflow and Investment Portfolio Overview:

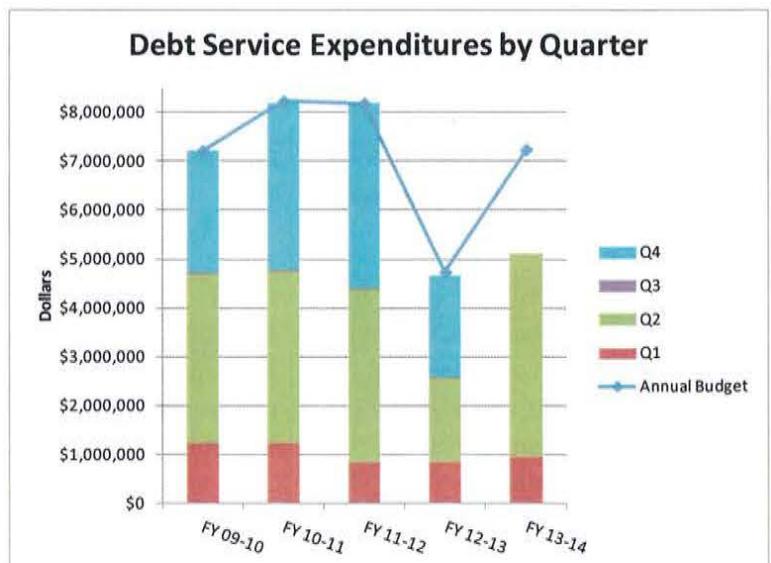
A [Treasury Report](#) is prepared and filed monthly for review by Investment Council, and a meeting is held quarterly to discuss the status of the portfolio and related investments. The graphs in this section depict total holdings at the end of each first quarter historically. While shrinkage from diminishing revenues and increasing expenditures was seen from FY 10-11 to FY 11-12, a combination of the addition of operating levy revenues, utility fee increases and financial policy related reserve building has served to grow the portfolio in total on a cash flow basis.



With the advent of hiring an Investment Advisory firm (Davidson Fixed Income Management) in 2011, the City has been able to more strategically ladder its portfolio term-wise and gain some return without undue risk in these challenging financial times. The graph to the left shows that the City has continued to outperform the benchmark 2-year Treasury note rates, while staying within investment policy dictates of a weighted average maturity of less than 18 months (as illustrated in the graph above).

Non-Operating Expenditures - Debt Service – Quarterly Update

Debt levels are typically very close to budget [Staci to add in line that shows budget level in each year in graph for comparison to actuals]. The bulk of General Obligation Bond payments are structured to be scheduled for the second quarter when cashflow is higher from property tax influx. The end of the fourth quarter or beginning of the first quarter are the other popular times to schedule debt service payments if related to seasonal underlying revenue streams. FY 12-13 shows a significant reduction due to a refunding.



COUNCIL VALUES	Management Goals & Objectives	Department - Fund Performance Measures	FY12-13 ACTUAL	FY13-14 TARGET	1st QTR ACTUAL	FY13-14 YTD
Cost Efficiency	Ensure City resources are primarily spent on operations that provide services directly to citizens.	Maintain general overhead costs (City Manager's Office and Finance) at less than 7% of total operating budget.	5.6%	<7.0%	5.61%	5.61%
	Maximize Citywide workplace productivity	Number of sick leave hours used per 1,000 hours worked.	30.5	<28.0	20.4	20.4
	Fire - Achieve a response time of 5 minutes or less from dispatch to arrival of ALS equipment of Code 3 EMS calls within the city limits, greater than the 45% ASA contract target.	Percentage of EMS calls requiring ALS with response time of 5 minutes or less from dispatch to arrival within city limits.	57.0%	60.0%	55.1%	52.5%
	Provide individual and community Parks & Recreation (P&R) programs to promote high community livability and resident well-being in a cost efficient manner.	Tier 3 of the Cost Recovery Model will meet or exceed 90% cost recovery.	159%	90%	103%	103%
	Provide intermediate and advanced level P&R programs that promote high community livability and resident well-being while recovering all direct expenses.	Tier 4 of the Cost Recovery Model will meet or exceed 100% of cost recovery.	123%	100%	144%	144%
	Maintain transit costs below national average of \$2.70 per ride.	Costs per transit ride.	\$1.64	<\$2.70	\$2.01	\$2.01
	Sustainability	Econ Dev - Provide a local business environment that supports a successful, diverse traded-sector entrepreneurial community.	Number of start-up companies the City has assisted with roll-out in partnership with OSU and ONAMI/MBI.	NEW	5	1

COUNCIL VALUES	Management Goals & Objectives	Department - Fund Performance Measures	FY12-13 ACTUAL	FY13-14 TARGET	1st QTR ACTUAL	FY13-14 YTD
	CD - Conserve resources by reducing fuel and paper use.	Percentage of permits issued online (mechanical, electrical, and plumbing).	49%	35%	50.6%	50.6%
	Achieve above national average use of Library materials in the collection: >3.39 turnover rate.	Circulation turnover rate of items in the Library collection.	4.71	4.82	1.21	1.21
	Maintain energy costs for wastewater treatment below the national average as determined by NACWA (\$166 per million gallons treated)	Energy cost per million gallons treated. ⁽⁵⁾	\$94.55	< \$80.00	N/A	N/A
Community Involvement	Library - Encourage and provide opportunities for citizen involvement with services.	Number of Library volunteer hours worked.	14,619	17,000	3,548	3,548
	Fire - Interact with at least 10% of residents (city and rural district) in public education events annually.	Percentage of citizens attending public Fire Department education events.	8.4%	≥ 10%	4%	6%
	CMO - Provide a welcoming organization that promotes and respects diversity.	% of job applicants for regular positions who identify themselves as a minority.	15%	16%	16%	16%
Diversity	CD - Assure that low income residents' housing needs are met in a cost effective manner.	Housing units occupied by low income households assisted per \$100,000 in City funds invested.	3.2	10.0	7.2	7.2
	Increase Police Department applicant pool diversity through targeted outreach efforts.	Number of new, targeted outreach efforts.	8	6	0	0



BOARD OF COMMISSIONERS

205 NW Fifth Street
P.O. Box 3020
Corvallis, OR 97339-3020
(541) 766-6800
FAX (541) 766-6893

NEWS RELEASE

January 23, 2014

For further information, contact:

Rick Osborn, Public Information Officer, Benton County Board of Commissioners
(541) 766-6082, rick.osborn@co.benton.or.us

Forum set to discuss Homelessness Plan progress

CORVALLIS, Ore. – The Benton County Homeless Oversight Committee – the community partners who created and are implementing Benton County’s Ten-Year Plan to Address Issues Surrounding Homelessness – is hosting a community forum which will include real-life testimony from those who have benefited from the group’s work to address homelessness issues.

This year’s installment of the annual event – which focuses on progress and accomplishments in 2013 – is scheduled at 7 p.m. on Thursday, Feb. 13, at the Corvallis-Benton County Library Meeting Room, 645 NW Monroe Ave., in Corvallis. Local leaders will present a progress report and real-life success stories will be shared from the past year. Four years ago, the community began implementing a broad-based plan to address issues related to homelessness over the course of 10 years. Approaching the five year mark, the plan includes meeting the following goals:

- Prevent people from becoming homeless by supplying services allowing them to obtain housing or maintain their current housing status;
- Expand, develop and coordinate the supply of affordable housing for the homeless and those at risk;
- Increase capacity of the homeless for self-support through strategies that identify their risk of homelessness, their needs and access to appropriate housing with suitable supportive services;
- Address the societal stigma about homelessness and create new advocates for prevention through education, awareness and community dialogue; and
- Create a system of data collection and community accountability to sustain homelessness programs.

That Ten-Year Plan is available online at <http://communityservices.us/files/benton-county-10-year-plan.pdf>. For more information about the event, those interested can contact Andrew Giles at Community Outreach, Inc., at 541-758-3000.

###

CORVALLIS CITY COUNCIL GOALS 2013-2014

PREFACE:

This is an update on work accomplished on Council Goals during the last quarter, with a summary of expected work to be accomplished in the future. The City Council goals continue to reflect an ongoing commitment to the overarching goals of:

- ◆Diversity ◆Citizen Involvement ◆Sustainability ◆Cost Efficiency

Council goals are also connected to both the Vision 2020 Statement Categories and the City Manager's Core Responsibilities:

SUSTAINABLE BUDGET

Council will achieve a sustainable budget where recurring revenues equal or exceed recurring expenditures in all City funds by continuing to seek expenditure efficiencies and by exploring and implementing a broad range of revenue sources.

Accomplished through December 31, 2013:

- Staff continues to work on developing FY 14-15 budgets within the firm expenditure limits set for each department in the General Fund. All other fund budgets are being developed, though without the firm expenditure limits.
- Departments began discussions with advisory boards and commissions on setting budget funding priorities for FY 14-15.

Next Steps:

- Revenue projections for FY 14-15 will be updated in January with six months of historical data for the current year as an information source.
- Current year budgets will be tested to project ending balances for June 30, 2014 to ensure all funds will be in a positive position; mitigating actions will be planned if funds appear to be in difficulty.
- Finance Department staff will develop budget document pages to reflect the new budget process and will begin to develop plans for the Proposed Budget document.
- The Budget Commission will convene in April to receive the Proposed Budget.

Vision 2020 Statement Categories

Culture/Recreation
Central City
Economic Vitality
Education/Human Services
Governing and Civic Involvement
Protecting the Environment
Where we Live

City Manager's Core Responsibilities

Resident Well Being
Public Safety
Livability
Infrastructure
Economic Vitality

ECONOMIC DEVELOPMENT

- **Economic Development Commission will review and possibly supplement the current economic development strategy incorporating aspects of agriculture-related businesses, local investment, arts and culture, as well as the City's overarching goals.**
- **The Economic Development Commission will provide recommendations to the Council by the end of 2013.**
- **Council takes action by mid-2014.**

Vision 2020 Statement Categories

Culture/Recreation
Central City
Economic Vitality

City Manager's Core Responsibilities

Resident Well Being
Public Safety
Livability
Infrastructure
Economic Vitality

Accomplished through December 31, 2013:

- The Economic Development Commission presented an update and recommendations to the Council. The EDC recommended that the Strategy not be altered, but that agriculture and local investing be addressed in the Economic Development Office's (EDO) implementation of the Strategy.
- The EDO was recognized by the Oregon Economic Development Association for excellence in marketing and promotion for the establishment of the YesCorvallis website and marketing plan.
- The EDO coordinated the Willamette Innovators Network Expo which had over 450 attendees, 37 exhibiting companies, and 15 concept technologies from the Advantage Accelerator.
- Coordinated and presented at Leadership Corvallis – Economic Vitality Day – rolled out new “Traded Sector” video.
- The EDO worked on five start-ups, one expansion, and three recruitments for the quarter. The Economic Development Officer made eleven new business visits.

Next Steps:

- The EDO will continue to implement the Economic Development Strategy, focusing on assistance and facilitation for business start-ups, retention and expansion, and recruitments.
- The EDO will continue to implement the marketing plan, update the YesCorvallis website, and use social media to promote economic development.
- The EDO will continue to coordinate meetings and pubtalks for Willamette Innovators Network (WiN).
- The EDO will develop and coordinate a “Business Resource Fair” in partnership with WiN, Corvallis Chamber, the Small Business Development Center (SBDC), and other local partners in March 2014.
- The EDO will continue to partner with the OSU Advantage Accelerator and RAIN to promote opportunity for business start-ups in the region.

CITY/ OSU COLLABORATION

The Collaboration Corvallis project will be completed by the end of 2014 with Council approved recommendations implemented or planned, including a collaboration framework for the future.

Accomplished through December 31, 2013:

- The Collaboration Corvallis Steering Committee met in early November to receive the fifth set of recommendations forwarded by the work groups. The Project Manager also presented updates to the recommendation matrices that were presented to the committee in June. As the Collaboration Corvallis project moves into a phase focused primarily on responding to the various work group recommendations, staff at the City of Corvallis and Oregon State University will be responsible for further evaluating and implementing the recommendations.
- Public Works staff developed Requests for Proposals for the sign fabrication and installation in the proposed expanded Residential Parking Districts (RPD).
- Public Works staffed two booths at OSU's Be Safe Be Seen event on October 30 as part of the City/OSU Collaboration efforts to promote transit, bicycle and pedestrian safety, and other transportation options. Public Works also staffed two tables at an Oregon State University INTO Transportation and Safety Fair.

Vision 2020 Statement Categories

Central City
Economic Vitality
Education/Human Services
Governing and Civic Involvement
Where we Live

City Manager's Core Responsibilities

Resident Well Being
Public Safety
Livability
Infrastructure
Economic Vitality

Next Steps:

- Per City Council direction, Community Development Staff will be developing two packages of potential Land Development Code Amendments from the Collaboration Work Groups for consideration this year. Staff anticipates that the Planning Commission will begin formal consideration of the Package #1 Amendments in March. It is hoped that this set of amendments, focused on neighborhood design standards, will be adopted by the fall of 2014.
- Additional work on recommendations from the Parking and Traffic Work Group and the Neighborhood Livability Work Group are underway, including work to develop a Property Maintenance Code for Corvallis, expanding residential parking districts, etc.
- Recommendations from the Collaboration Steering Committee meeting will be presented to the City Council for direction on implementation.
- Targeted public outreach on the Residential Parking District program proposal will occur in January.
- The Urban Services Committee will continue to refine the Residential Parking District program elements.

HOUSING

By the end of 2013, the Council will have access to comprehensive and objective information about the demands for housing in the Corvallis Urban Growth Boundary and the causes of the current housing mix. By the end of 2014, the Council will create policies, regulations, and strategies to help meet the housing needs of those who live here or wish to live here.

Accomplished through December 31, 2013:

- Councilors Beilstein, Brauner and Brown have been selected to represent the City Council in completing this goal.
- The Councilor/staff committee has completed a statement of work relative to goal achievement, and has drafted and distributed a Request for Qualifications document for consultants interested in carrying out research, data gathering and policy analysis related to the statement of work.

Next Steps:

- The committee will meet in late January to review consultant RFQ submittals and begin the process of identifying and negotiating a finished scope of work.
- The consultant is expected to begin work in mid-March and complete in early May, with policy/regulatory/ strategic recommendations coming forward to City Council in late June.

*Vision 2020 Statement
Categories*

Central City
Economic Vitality
Education/Human Services
Governing and Civic Involvement
Protecting the Environment
Where we Live

*City Manager's Core
Responsibilities*

Resident Well Being
Livability
Infrastructure
Economic Vitality

HOMELESS COLD WEATHER SHELTER

Participate in the development of a plan to find a permanent solution by December 2014 for a cold weather shelter and daytime drop-in center.

Accomplished through December 31, 2013:

- The Corvallis Homeless Shelter Coalition completed its purchase of a building at 530 SW Fourth Street to provide a permanent winter shelter location. The building first housed the winter shelter during FY 12-13.

Next Steps:

- The Coalition continues fund raising efforts to cover the costs of operating the winter shelter.
- The organization will begin to evaluate options to rehabilitate or rebuild the facility in order to expand services to include shelter space for women, a daytime drop-in center, and a meal site for people who are homeless.

Vision 2020 Statement Categories

Central City
Education/Human Services
Governing and Civic Involvement
Where we Live

City Manager's Core Responsibilities

Resident Well Being
Livability
Infrastructure
Economic Vitality

PUBLIC PROCESS AND PARTICIPATION

By December 2014, the Council will revise its processes and structures into a more effective and efficient citizen engagement program to develop diverse future leaders, enhance communication between citizens and the Council, help connect citizens to each other to strengthen community and neighborhoods, and utilize the expertise of citizen-volunteers in solving community problems.

Accomplished through December 31, 2013:

- The City Council established the Public Participation Task Force (PPTF) and the Mayor appointed ten members.
- The PPTF's first meeting was in September and the group has held bi-monthly meetings since October.

Next Steps:

- The PPTF will host a world café on January 13, 2014 to explore ideas about public participation in Corvallis.

*Vision 2020 Statement
Categories*

Culture/Recreation
Central City
Economic Vitality
Education/Human Services
Governing and Civic Involvement
Protecting the Environment
Where we Live

*City Manager's Core
Responsibilities*

Resident Well Being

ACCOMPLISHMENTS TOWARD THE OVERARCHING GOALS AND VALUES

- **CITIZEN INVOLVEMENT:**

- Police continued to increase communication via social media (Facebook and MyPD app), allowing for two way communication and information sharing.
- Library surveyed patrons on proposed new Sunday hours and on DVD collections.
- Public Works and the Benton County Health Department sponsored three bicycle safety education classes for Spanish-speaking adults. The instruction was in both Spanish and English.

- **SUSTAINABILITY:**

- Public Works in conjunction with MIS, began using a new e-signature tool for contract documents to reduce routing time associated with manual signature collection.
- Public Works initiated a proposal from Bonneville Environmental Foundation for installation of a small hydroelectric operation at the Rock Creek Treatment Plant that could be used in the future as a model project for sustainability.
- Public Works participated in OSU's annual Beaver Community Fair, interacting with hundreds of OSU students, faculty and staff and demonstrating the Corvallis Transit System real-time bus-finding software.
- Police partnered with the DEA, OSU and Corvallis Public Works for the annual "Drug Take Back" event, safely destroying 540 pounds of prescription and over the counter medicine.
- Police continued progress on implementation of the grant funded E-Citation process, with a goal of issuing 60% of all traffic citations electronically, reducing data entry and saving staff time and printing costs.
- Of the 571 mechanical and electrical permits issued in the 2nd quarter 57% were issued online, eliminating 323 trips to City Hall.
- The Development Services Division is implementing its Ipad electronic inspection program allowing data entry on inspection sites saving staff time and reducing duplication of recording inspection services.

- **DIVERSITY:**

- Library continues outreach and programming for diverse audiences, including participating in Literacy Night at dual immersion Garfield Elementary and monthly "Los Cuentos" programs at the Corvallis Library.

- **COST EFFICIENCY:**

- Library developed a reorganization plan because of a managerial retirement which resulted in one fewer manager but more hours of staff time to keep up with increasing public usage of the library.
- Library Foundation presented the City with a check for over \$630,000 to purchase the property needed to Complete the Block for the library. Until the property is developed for library use, it will continue to be rented, bringing in rental income.
- Public Works was awarded a Pacific Power Blue Sky grant of \$400,000 for a 150 kW solar array project at the Wastewater Reclamation Plant; after construction the plant will have reduced electricity costs.

DEPARTMENT ACCOMPLISHMENTS

CITY MANAGER'S OFFICE

- The City Manager's Office successfully transitioned the City Recorder position after Assistant to City Manager/City Recorder Kathy Louie retired in November.

COMMUNITY DEVELOPMENT

- The Housing Division submitted and received U.S. Department of Housing and Urban Development approval of a Consolidated Annual Performance Evaluation Report covering the City's FY 13-14 activities that utilized Community Development Block Grant and HOME Investment Partnerships program funding.
- Department staff completed work with the City's Property Maintenance Code Advisory Group to outline a programmatic approach to neighborhood outreach and education, landlord/tenant information and referral services, and implementation of a Corvallis Property Maintenance Code. The Advisory Group's recommendations will be brought forward for consideration by a City Council subcommittee in February.
- The Development Services Division is testing two e-plan review software programs that will allow for City Departments to perform simultaneous plan review services, reducing the turnaround time for construction permit review, a reduction in paper required for construction plans as well as a reduction in the time required for scanning and archiving approved plans.
- Development Services staff processed 99 residential and 102 non-residential plan reviews for proposed construction projects in the 2nd quarter, and conducted 3,487 construction inspections.
- The Historic Resources Commission held a special work session on December 3rd to consider potential amendments to Chapter 2.9 of the Land Development Code. Generally, the amendments are intended to streamline historic reviews in areas that do not require the current level of review. Implementation of the new code provisions is anticipated to reduce the amount of staff time taken for such reviews, as well as reducing time spent by applicants and by the Historic Resources Commission on these types of applications.
- The public hearing process for the Campus Crest application has generated an unprecedented amount of public involvement, with over 1,300 pages of testimony submitted for the Planning Commission's consideration. The application is now being considered by the City Council, which has received several hundred pages of additional testimony. The utilization of electronic access to materials and distribution of compact discs to decision-makers, rather than printed copies, has significantly reduced staff time, paper use, and reproduction costs for this application.

FINANCE DEPARTMENT

- Utility Billing staff began discussions with Wells Fargo to implement remote deposit to allow the City to send Wells Fargo digital images of customer checks.
- Risk management is reviewing the initial draft of the on-site property appraisal performed by Asset Works to ensure property values are in line with expectations.
- Finance Administrative staff is working with a vendor to implement an additional telephone and web payment option for ambulance billing customers.
- Payroll processed its 12th City retirement cash-out of the fiscal year --a five year high.

- Accounting staff is continuing to review purchasing and payment processes to reduce time-consuming tasks.
- MIS staff responded to a Criminal Justice Information System (CJIS) audit of the Police Department and Municipal Court findings memo which required the City to provide a plan of action on how to become compliant for audit findings.
- MIS staff upgraded the City Firewall and VPN concentrator to become compliant with various Federal and State mandates with no service interruptions to City staff.
- The City entered into a contract with SunGuard to provide the required API for transferring data between the new electronic traffic and parking citation systems and the City financial and court systems.
- MIS staff entered into contracts with 1) SigniX to allow City staff to sign documents and contracts digitally and 2) to replace the City's 20 year-old ordinance codification application with an online cloud solution.

FIRE DEPARTMENT

- Personnel participated in a confined-space drill with Public Works on October 4.
- A new generator was installed to provide power for the radio equipment on Mary's Peak.
- A very successful Open House event was held on October 12. Approximately 1,700 residents visited Stations 1 and 6.
- Corvallis Fire will participate in a "Cardiac Arrest Registry" which was developed by King County. It will provide a good quality assurance tool.
- Training Division Chief Chris Hunt is working with an OSU student who is serving as a "safety intern." The intern will help to overhaul the department's safety manual, consolidating all of the safety-related procedures and information in one place.
- Contract negotiations with the Rural District will likely begin in January.
- The department published its 2012-2013 annual report.
- All of the 509J buildings and congregate housing units near the OSU campus have been inspected.
- The City and the Rural District executed a contract addendum dealing with the impact of the "Hewlett-Packard Assessment."
- The department sold a surplus engine and brush truck.

LIBRARY

- Corvallis-Benton County Public Library's users had the highest usage rates per capita of e-books and other downloadable materials of all members of the Oregon Digital Library Consortium, nearly twice the average.
- Library signed up 50 new users at the annual Beaver Fair at OSU.
- Usage at the new Monroe Library continues to grow rapidly, with visitors from all over Oregon. Monroe Community Library Specialist Lori Pelkey received the Monroe Citizen of the Year award from the Tri-County Chamber of Commerce.
- Programming at all locations continues to expand, including Head Start Night at the Philomath Library the night before the big snow, which featured a special "Wish for Snow" storytime. Over 240 people attended a music program in Corvallis for children presented by Corvallis-OSU piano featuring Monica Ohuchi on piano and Kenji Bunch on viola. Over 90 children and parents attended a "Mother Goose Asks Why?" science and math early literacy program presented by library staff. Numerous author programs were held at the Corvallis

Library, as well as a series of writing workshops in recognition of National Novel Writing Month in October.

- A new Art in the Library brochure was developed and produced with funding from the Friends of the Library and the Library Foundation, better showcasing the Library's large art collection.

POLICE DEPARTMENT

- Street Crimes Unit detectives partnered with the Department of Justice and Albany Police Department on a case involving large quantities of heroin and methamphetamine being distributed in the mid-valley. Three suspects were arrested.
- Police staff participated in the annual Shop with a Cop event in which 50 children were given a gift card to an area store to holiday shop for themselves and their families. The event provides children, ages 4-10, a positive interaction with member of the law enforcement.
- A Tactical Action Plan was implemented to address increased parties and alcohol related events around Halloween and the weekends before and after. Bike patrols were used in the College Hill area and in Downtown Corvallis. Activity levels were high and in the four days of the TAP, 93 citations/arrests were made and 33 Special Response Notices were issued.
- The Police Department FY 12/13 Annual Report was published.
- Five new police officers - Trevor Anderson, Jorge Miranda, Evan Hull, Luke Thomas and Lyssa Richmond joined the Department in October and November.
- Corvallis Regional Communications Center staff received the Critical Incident Award for excellent work during the officer involved shooting in August 2012. The award was presented at the annual Association of Public Safety Communications Officials (APCO) Conference.

PUBLIC WORKS

- Published the annual Flood Information Brochure and distributed to Corvallis residents in accordance with the National Flood Insurance Program requirements which can contribute to lowering flood insurance premiums for City residents.
- Completed the 10th Street Reconstruction Project, including removal of the 10th and Grant Traffic Circle.
- Replaced the south siding and windows of the main hangar at the Corvallis Municipal Airport.
- Participated in a tabletop exercise organized by Benton County emergency management staff. The scenario involved a severe winter storm and a hazardous waste spill necessitating the evacuation of a vulnerable population of residents.
- Conducted an analysis of the Water, Wastewater, and Storm Water Utility funds for the annual utility rate review.
- Initiated the annual Capital Improvement Program Commission review of the draft CIP document.
- Posted several public safety videos on Channel 29 including one on how the City's pedestrian-activated mid-block crossings function, one on the need for bicyclists to use lights at night and one on bicyclists riding with the flow of traffic.
- For the calendar year 2013, bus ridership topped one million, at 1,130,401.
- Completed the Fall Leaf Collection Program in coordination with Republic Services. The volume of material collected set a new season record at 4,044 cubic yards.
- Staff responded to the December snow and ice event for an eight day period, 24 hours per day.

**ADMINISTRATIVE SERVICES COMMITTEE
SCHEDULED ITEMS**

January 30, 2014

MEETING DATE	AGENDA ITEM
February 5	<ul style="list-style-type: none"> • Neighborhood/Property Maintenance Code Program
February 19	<ul style="list-style-type: none"> • No meeting
February 25 <i>special meeting</i> <i>5:00 pm</i> <i>Library Main Meeting Room</i>	<ul style="list-style-type: none"> • Neighborhood/Property Maintenance Code Program
March 5	<ul style="list-style-type: none"> • Second Quarter Operating Report • Neighborhood/Property Maintenance Code Program • Parks and Recreation Department Cost Recovery Update • Council Policy Reviews and Recommendations: <ul style="list-style-type: none"> • 97-10.01 - 10.08, "Financial Policies" • 98-2.10, "Use of E-Mail by Mayor and City Council"
March 19	<ul style="list-style-type: none"> • Ambulance Rate Review • Neighborhood/Property Maintenance Code Program • da Vinci Days Loan
April 9	<ul style="list-style-type: none"> • Visit Corvallis Second Quarter Report • Downtown Corvallis Association Economic Improvement District Second Quarter Report • Utility Rate Structure Review
April 23	<ul style="list-style-type: none"> • Utility Rate Structure Review
May 7	<ul style="list-style-type: none"> • Council Policy Review and Recommendation: <ul style="list-style-type: none"> • 95-4.10, "Public Library Gifts and Donations Policy"
May 21	<ul style="list-style-type: none"> • Visit Corvallis Third Quarter Report • Downtown Corvallis Association Economic Improvement District Third Quarter Report
June 4	<ul style="list-style-type: none"> • Third Quarter Operating Report • Board and Commission Sunset Review: <ul style="list-style-type: none"> • Economic Development Commission
June 18	<ul style="list-style-type: none"> • Republic Services Annual Report
July 9	<ul style="list-style-type: none"> •
July 23	<ul style="list-style-type: none"> •
August 6	<ul style="list-style-type: none"> •
August 20	<ul style="list-style-type: none"> •
September 3	<ul style="list-style-type: none"> • Visit Corvallis Fourth Quarter Report • Downtown Corvallis Association Economic Improvement District Fourth Quarter Report
September 17	<ul style="list-style-type: none"> •
October 8	<ul style="list-style-type: none"> • Fourth Quarter Operating Report • Council Policy Reviews and Recommendations: <ul style="list-style-type: none"> • 91-2.01, "Meeting Procedures" • 94-2.08, "Council Liaison Roles"
October 22	<ul style="list-style-type: none"> • Utility Rate Annual Review
November 5	<ul style="list-style-type: none"> •
November 19	<ul style="list-style-type: none"> •
December 3	<ul style="list-style-type: none"> • Visit Corvallis First Quarter Report • Downtown Corvallis Association Economic Improvement District First Quarter Report • Comprehensive Annual Financial Report • First Quarter Operating Report
December 17	<ul style="list-style-type: none"> •

ASC PENDING ITEMS

- Comcast Franchise Renewal Update Public Works
- Council Policy Review and Recommendation:
 - 96-6.03, "Economic Development Policies" CMO
- Economic Development Policy on Tourism CMO
- Municipal Code Review: Chapter 4.01, "Solid Waste Regulations" Community Development
- Tax Incentive Program for Downtown Area Community Development

Regular Meeting Date and Location:

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

**HUMAN SERVICES COMMITTEE
SCHEDULED ITEMS**

January 30, 2014

MEETING DATE	AGENDA ITEM
February 4	<ul style="list-style-type: none"> • Council Policy Reviews and Recommendations: <ul style="list-style-type: none"> • 97-4.09, "Guidelines for Free Use of Parks and Recreation Facilities" • 07-4.16, "Code of Conduct for Patrons at Parks and Recreation Facilities, Events, and Programs"
February 18	<ul style="list-style-type: none"> • Social Services Semi-Annual Report
March 4	<ul style="list-style-type: none"> • The Arts Center Annual Report • Public Art Selection Commission Annual Report • Council Policy Review and Recommendation: <ul style="list-style-type: none"> • 94-4.07, "City-Owned Art Objects on Private Property"
March 18	<ul style="list-style-type: none"> •
April 8	<ul style="list-style-type: none"> • Council Policy Review and Recommendation: <ul style="list-style-type: none"> • 91-1.02, "Liquor License Approval Procedures"
April 22	<ul style="list-style-type: none"> • da Vinci Days Annual Report
May 6	<ul style="list-style-type: none"> • Liquor License Annual Renewals • Majestic Theatre Annual Report • Council Policy Reviews and Recommendations: <ul style="list-style-type: none"> • 99-4.13, "Internet Access Policy for Corvallis-Benton County Public Library" • 92-5.04, "Hate/Bias Violence"
May 20	<ul style="list-style-type: none"> •
June 3	<ul style="list-style-type: none"> • Social Services Allocations -- Fiscal Year 2014-2015 • Boards and Commissions Sunset Reviews: <ul style="list-style-type: none"> • Arts and Culture Commission • Citizens Advisory Commission on Civic Beautification and Urban Forestry • Committee for Citizen Involvement
June 17	<ul style="list-style-type: none"> •
July 8	<ul style="list-style-type: none"> • Corvallis Farmers' Market Annual Report
July 22	<ul style="list-style-type: none"> •
August 5	<ul style="list-style-type: none"> •
August 19	<ul style="list-style-type: none"> • Social Services Semi-Annual Report
September 2	<ul style="list-style-type: none"> •
September 16	<ul style="list-style-type: none"> • Rental Housing Program Annual Report
October 7	<ul style="list-style-type: none"> • Council Policy Reviews and Recommendations: <ul style="list-style-type: none"> • 93-4.11, "Public Library Policy for Selecting and Discarding Materials" • 99-4.14, "Use of City Hall Plaza and Kiosk"
October 21	<ul style="list-style-type: none"> •
November 4	<ul style="list-style-type: none"> • Council Policy Review and Recommendation: <ul style="list-style-type: none"> • 95-4.08, "Code of Conduct on Library Premises"
November 18	<ul style="list-style-type: none"> •
December 2	<ul style="list-style-type: none"> • 2015-2016 Social Services Priorities and Calendar • Council Policy Reviews and Recommendations: <ul style="list-style-type: none"> • 91-1.03, "Naming of Public Facilities and Lands" • 91-4.01, "Guidelines for Selling in Parks"
December 16	<ul style="list-style-type: none"> •

HSC PENDING ITEMS

- Municipal Code Review: Chapter 5.01, "City Park Regulations" (Alcoholic Beverages in Parks)
- Municipal Code Review: Chapter 9.02, "Rental Housing Code"
- OSU/City Collaboration Project Recommendations (Action Items 4-1, 4-3, 4-4, 5-1)

Parks & Recreation

Community Development

Community Development

Regular Meeting Date and Location:

Tuesday of Council week, 2:00 pm – Madison Avenue Meeting Room

**URBAN SERVICES COMMITTEE
SCHEDULED ITEMS**

January 30, 2014

MEETING DATE	AGENDA ITEM
February 4	<ul style="list-style-type: none"> • Dapp Hangar Land Lease • Residential Parking Districts
February 18	No meeting
March 4	<ul style="list-style-type: none"> • Systems Development Charge Annual Review • Residential Parking Districts
March 18	<ul style="list-style-type: none"> • Residential Parking Districts
April 8	<ul style="list-style-type: none"> • Council Policy Reviews and Recommendations: <ul style="list-style-type: none"> • 10-1.12, "Community Sustainability" • 91-7.04, "Building Permits" • 91-7.08, "Sidewalk Policy" • Residential Parking Districts
April 22	<ul style="list-style-type: none"> • Residential Parking Districts
May 6	•
May 20	•
June 3	<ul style="list-style-type: none"> • Board and Commission Sunset Review: <ul style="list-style-type: none"> • Airport Commission • Council Policy Review and Recommendation: <ul style="list-style-type: none"> • 95-7.12, "Integrated Vegetation Pest Management (IVPM) Program"
June 17	•
July 8	•
July 22	•
August 5	•
August 19	•
September 2	No meeting
September 16	<ul style="list-style-type: none"> • Council Policy Review and Recommendation: <ul style="list-style-type: none"> • 02-7.15, "Fee-in-Lieu Parking Program"
October 7	<ul style="list-style-type: none"> • Council Policy Review and Recommendation: <ul style="list-style-type: none"> • 08-9.07, "Traffic Calming Program"
October 21	•
November 4	<ul style="list-style-type: none"> • Council Policy Review and Recommendation: <ul style="list-style-type: none"> • 98-9.06, "Transportation Corridor Plans"
November 18	•
December 2	•
December 16	•

USC PENDING ITEMS

- | | |
|---|---|
| <ul style="list-style-type: none"> • Council Policy Review and Recommendation: <ul style="list-style-type: none"> • 91-9.03, "Parking Permit Fees" • Municipal Code Review: Chapter 8.13, "Mobile Food Units" • NW Cleveland Avenue Traffic Update | Public Works
Community Development
Public Works |
|---|---|

Regular Meeting Date and Location:

Tuesday of Council week, 5:00 pm – Madison Avenue Meeting Room



UPCOMING MEETINGS OF INTEREST

City of Corvallis

JANUARY - APRIL 2014
(Updated January 30, 2014)

JANUARY 2014

Date	Time	Group	Location	Subject/Note
30	5:30 pm	Marys River Natural Area Boardwalk	Parks and Rec Conf Room	

FEBRUARY 2014

Date	Time	Group	Location	Subject/Note
1	10:00 am	Government Comment Corner	Library Lobby - <i>Biff Traber</i>	
3	6:30 pm	City Council (Executive Session immediately follows)	Downtown Fire Station	
4	7:00 am	Airport Commission	Madison Avenue Mtg Rm	
4	2:00 pm	Human Services Committee	Madison Avenue Mtg Rm	
4	4:00 pm	Downtown Parking Committee	Downtown Fire Station	
4	5:00 pm	Urban Services Committee	Madison Avenue Mtg Rm	
4	6:00 pm	Historic Resources Commission	Downtown Fire Station	special meeting
5	3:30 pm	Administrative Services Committee	Madison Avenue Mtg Rm	
5	7:00 pm	<i>Planning Commission</i>	<i>Downtown Fire Station</i>	
5	7:00 pm	Library Board	Library Board Room	
6	11:00 am	Public Participation Task Force	Madison Avenue Mtg Rm	
7	7:00 am	Bicycle and Pedestrian Adv Cmsn	Madison Avenue Mtg Rm	
8		No Government Comment Corner		
10	10:00 am	<i>City Legislative Committee</i>	<i>City Hall Meeting Room A</i>	
10	3:00 pm	Economic Development Cmsn	Madison Avenue Mtg Rm	
11	8:20 am	Citizens Advisory Cmsn on Transit	Madison Avenue Mtg Rm	
11	7:00 pm 6:00 pm	Historic Resources Commission	Downtown Fire Station	
12	5:30 pm	Downtown Commission	Madison Avenue Mtg Rm	
13	8:30 am	Citizens Advisory Cmsn on Civic Beautification and Urban Forestry	Parks and Rec Conf Room	
15		No Government Comment Corner		
17		City holiday - all offices closed		
18	2:00 pm	Human Services Committee	Madison Avenue Mtg Rm	
18		No Urban Services Committee		
18	5:00 pm	<i>Housing and Comm Dev Cmsn</i>	<i>Madison Avenue Mtg Rm</i>	
18	6:30 pm	City Council	Downtown Fire Station	
19	12:00 pm	Housing and Comm Dev Cmsn	Madison Avenue Mtg Rm	
19		No Administrative Services Cmte		
19	5:00 pm	<i>Housing and Comm Dev Cmsn</i>	<i>Madison Avenue Mtg Rm</i>	
19	5:30 pm	Arts and Culture Commission	Parks and Rec Conf Room	
19	7:00 pm	Planning Commission	Downtown Fire Station	
20	11:00 am	Public Participation Task Force	Madison Avenue Mtg Rm	
20	6:30 pm	Parks, Natural Areas, and Rec Brd	Downtown Fire Station	
22	10:00 am	Government Comment Corner	Library Lobby - Mike Beilstein	
25	5:00 pm	<i>Administrative Services Committee</i>	<i>Library Main Meeting Rm</i>	special meeting
25	5:15 pm	Cmsn for Martin Luther King, Jr.	City Hall Meeting Room A	
26	5:15 pm	Watershed Management Adv Cmsn	Madison Avenue Mtg Rm	

MARCH 2014

Date	Time	Group	Location	Subject/Note
1	10:00 am	Government Comment Corner	Library Lobby - TBD	
3	6:30 pm	City Council	Downtown Fire Station	
4	7:00 am	Airport Commission	Madison Avenue Mtg Rm	
4	2:00 pm	Human Services Committee	Madison Avenue Mtg Rm	
4	4:00 pm	Downtown Parking Committee	Downtown Fire Station	
4	5:00 pm	Urban Services Committee	Madison Avenue Mtg Rm	
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	11:00 am	Public Participation Task Force	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 - TBD	
10	3:00 pm	Economic Development Cmsn	Madison Avenue Mtg Rm	
11	8:20 am	Citizens Advisory Cmsn on Transit	Madison Avenue Mtg Rm	
11	6:30 pm	Historic Resources Commission	Downtown Fire Station	
12	5:30 pm	Downtown Commission	Madison Avenue Mtg Rm	
13	8:30 am	Citizens Advisory Cmsn on Civic Beautification and Urban Forestry	Parks and Rec Conf Room	
15	10:00 am	Government Comment Corner	Library Lobby – <i>Linda Modrell</i>	
17	6:30 pm	City Council	Downtown Fire Station	
18	2:00 pm	Human Services Committee	Madison Avenue Mtg Rm	
18	5:00 pm	Urban Services Committee	Madison Avenue Mtg Rm	
19	12:00 pm	Housing and Comm Dev Cmsn	Madison Avenue Mtg Rm	
19	3:30 pm	Administrative Services Committee	Madison Avenue Mtg Rm	
19	5:30 pm	Arts and Culture Commission	Parks and Rec Conf Room	
19	7:00 pm	Planning Commission	Downtown Fire Station	
20	11:00 am	Public Participation Task Force	Madison Avenue Mtg Rm	
20	6:30 pm	Parks, Natural Areas, and Rec Brd	Downtown Fire Station	
22	10:00 am	Government Comment Corner	Library Lobby - Biff Traber	
26	5:15 pm	Watershed Management Adv Cmsn	Madison Avenue Mtg Rm	
29	10:00 am	Government Comment Corner	Library Lobby - Penny York	

APRIL 2014

Date	Time	Group	Location	Subject/Note
1	7:00 am	Airport Commission	Madison Avenue Mtg Rm	
1	4:00 pm	Downtown Parking Committee	Downtown Fire Station	
2	7:00 pm	Planning Commission	Downtown Fire Station	
2	7:30 pm	Library Board	Library Board Room	
4	7:00 am	Bicycle and Pedestrian Adv Cmsn	Madison Avenue Mtg Rm	
5	10:00 am	Government Comment Corner	Library Lobby - Hal Brauner	
7	6:30 pm	City Council	Downtown Fire Station	
8	8:20 am	Citizens Advisory Cmsn on Transit	Madison Avenue Mtg Rm	
8	2:00 pm	Human Services Committee	Madison Avenue Mtg Rm	
8	5:00 pm	Urban Services Committee	Madison Avenue Mtg Rm	
8	6:30 pm	Historic Resources Commission	Downtown Fire Station	
9	3:30 pm	Administrative Services Committee	Madison Avenue Mtg Rm	
9	5:30 pm	Downtown Commission	Madison Avenue Mtg Rm	
10	8:30 am	Citizens Advisory Cmsn on Civic Beautification and Urban Forestry	Parks and Rec Conf Room	
10	11:00 am	Public Participation Task Force	Madison Avenue Mtg Rm	

Date	Time	Group	Location	Subject/Note
10	7:00 pm	<i>Budget Commission</i>	<i>Downtown Fire Station</i>	
12	10:00 am	Government Comment Corner	Library Lobby - Julie Manning	
14	3:00 pm	Economic Development Cmsn	Madison Avenue Mtg Rm	
16	12:00 pm	Housing and Comm Dev Cmsn	Madison Avenue Mtg Rm	
16	4:00 pm	Public Art Selection Commission	Parks and Rec Conf Room	
16	5:30 pm	Arts and Culture Commission	Parks and Rec Conf Room	
16	7:00 pm	Planning Commission	Downtown Fire Station	
17	6:30 pm	Parks, Natural Areas, and Rec Brd	Parks and Rec Conf Room	
17	7:00 pm	<i>Budget Commission</i>	<i>Downtown Fire Station</i>	
19	10:00 am	Government Comment Corner	Library Lobby - TBD	
21	6:30 pm	City Council	Downtown Fire Station	
22	2:00 pm	Human Services Committee	Madison Avenue Mtg Rm	
22	5:00 pm	Urban Services Committee	Madison Avenue Mtg Rm	
22	5:15 pm	Cmsn for Martin Luther King, Jr.	City Hall Meeting Room A	
22	7:00 pm	<i>Budget Commission</i>	<i>Downtown Fire Station</i>	
23	3:30 pm	Administrative Services Committee	Madison Avenue Mtg Rm	
23	5:15 pm	Watershed Management Adv Cmsn	Madison Avenue Mtg Rm	
24	11:00 am	Public Participation Task Force	Madison Avenue Mtg Rm	
24	7:00 pm	<i>Budget Commission</i>	<i>Downtown Fire Station</i>	
26	10:00 am	Government Comment Corner	Library Lobby - Mike Beilstein	
29	7:00 pm	<i>Budget Commission</i>	<i>Downtown Fire Station</i>	

Bold type – involves the Council

~~Strikeout~~ type – meeting canceled

Italics type – new meeting

CIP – Capital Improvement Program

HRC – Historic Resources Commission

PC – Planning Commission

TBD – To be Determined

Community Sustainability: A Framework for Action

Revision of the 2008 Community Sustainability Action Plan

Coordinated by the Corvallis Sustainability Coalition
Printed December 2013



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Revision of the 2008 Community Sustainability Action Plan



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Printed December 2013

ACKNOWLEDGEMENTS

Steering Committee

Annette Mills*, Facilitator – League of Women Voters
Bob Devine*, Secretary – Corvallis Matters
Betty Griffiths – Greenbelt Land Trust
Loma Hammond – Member At-large
Debra Higbee-Sudyka* – Member At-large
Janelle Iverson – Good Samaritan Regional Medical Center
Linda Lovett – Member At-large
Robert Mauger – Corvallis Bicycle Collective
Dave Persohn, Treasurer – Member At-large
Olivia Poblacion – OSU Student Sustainability Initiative
John Swanson – Earth Charter Campaign
Brandon Trelstad* – Oregon State University

* Executive Committee

Action Team Leaders

Laureen Urey & Kathy Thompson* – Community Inclusion
Robert Mauger – Economic Vitality
Stephanie Bustamante & Lauren Visconte – Education
David Dickson – Energy
Emily Stimac – Food
Mac Gillespie, Christina Hayford, & Jeff Schiminsky –
Health & Human Services
Bettina Schempf* – Housing
Susan Morre & Kelsey Moldenke – Land Use
Molly Monroe, Vince Adams*, & Jarod Jebousek* –
Natural Areas
Kevin Grant – Transportation
Andrea Norris & Jeanette Hardison – Waste Prevention
David Eckert – Water

* Former Action Team Leaders

Special thanks to the many volunteers and community members who gave their time and energy to this revision process.

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BACKGROUND

CORVALLIS SUSTAINABILITY COALITION

Formed in 2007, the Corvallis Sustainability Coalition is the flagship organization for sustainability in Benton County, Oregon. It is a thriving network of nearly 300 partner organizations and hundreds of volunteers working to create a more sustainable community. Coalition partners represent a broad cross-section of businesses, non-profits, faith communities, educational institutions, and local governments. The Coalition's mission is to promote an ecologically, socially, and economically healthy city and county.

The Coalition's vision for the community is *"Corvallis is a community in which the needs of the present are met without compromising the ability of future generations to meet their own needs. It is a flourishing and thriving city with a vibrant economy that respects, restores, and cares for the community of life."*

The Coalition's four guiding objectives, based on the Natural Step system conditions for a sustainable society, reflect a concept of sustainability that views the economic and social realms as fully embedded in and limited by the natural world. The Coalition's initial efforts were built on the foundation laid by the City of Corvallis, Benton County, and many community groups. Both the City and the County have adopted sustainability policies and have integrated sustainability into their internal operations.

In 2007, the Coalition asked the Corvallis City Council to adopt a goal related to community sustainability, and the Council responded by adopting a goal to "Enhance organizational sustainability efforts and begin to develop a community-wide sustainability initiative." The Coalition was identified as the group to partner with the City of Corvallis on implementation of this Council goal, and the Coalition was charged with leading the development of a Sustainability Action Plan for the community.

2008 TOWN HALL MEETINGS

With substantial financial support from the City and consulting assistance from Cogan Owens Cogan, the Coalition led an action planning process that involved three town hall meetings in 2008 (March, June, and October). More than 600 community members attended the first Town Hall, during which they shared their ideas for long-range goals and actions to achieve them. At the close of the meeting, more than 200 people volunteered to join work groups focused on 12 topic areas that were based on categories identified in the *Corvallis 2020 Vision Statement*. The newly-formed Work Groups met regularly for the next six months to formulate the plan, based on community input.

Subsequent town hall meetings, also attended by several hundred participants, provided opportunities for the Work Groups to gather further ideas; to refine their proposed goals, strategies, and actions; and to identify participants' preferred actions.

2008 COMMUNITY SUSTAINABILITY ACTION PLAN

The Community Sustainability Action Plan that was completed in 2008 is organized around 12 topic areas: Community Inclusion, Economic Vitality, Education, Energy, Food, Health and Human Services, Housing, Land Use, Natural Areas, Transportation, Waste Prevention, and Water. Each topic area includes a vision, long range goals, and strategies and actions to achieve them. The plan also includes baseline data, if such data was available. The 2008 *Community Sustainability Action Plan* in its entirety (including Appendices) is available for viewing at www.sustainablecorvallis.org.

Shortly after the completion of the plan, the Coalition formed Action Teams – collaborative groups organized around the 12 topic areas. Each Action Team includes both representatives of partner organizations and individual volunteers. During the past five years, the Action Plan has served as an important framework for action, both for the Coalition’s Action Teams and for the community as a whole.

Since 2009, the Action Teams have undertaken a wide variety of projects directly related to goals and strategies outlined in the Action Plan. In addition, the City of Corvallis and other partner organizations have taken significant steps toward implementation of different aspects of the plan.

REVIEW/REVISION PROCESS

From the outset, it was understood that the 2008 Action Plan was a “living document” – that it would change over time as the community gains experience, as progress is made, and as circumstances change. In 2011, the Sustainability Coalition’s Steering Committee developed a process for reviewing and revising the Action Plan every five years. The Coalition launched the first review/revision process in 2012.

The first step was to have the Coalition’s Action Teams review their sections of the Action Plan, to discuss possible changes and to propose revisions to the plan. Next, a series of public meetings called Community Conversations were held, one for each topic area. During each Community Conversation, the public had an opportunity to review, discuss, and respond to the proposed revisions. In addition, they were encouraged to suggest changes and new ideas for consideration. Each Action Team met to discuss the public input and to finalize revisions to their section of the plan. Finally, the Coalition’s Steering Committee reviewed and approved the revision for each topic area.

Community Sustainability: A Framework for Action will serve as the basis for action for the next several years for both Coalition Action Teams and for the community at large. All who are interested in creating a sustainable community are encouraged to join the Corvallis Sustainability Coalition in this quest. For further details, please visit www.sustainablecorvallis.org.

COMMUNITY INCLUSION

VISION: All people of Corvallis have a sense of belonging; they are treated justly, have a sense of connection, and are represented in the community.

<p>Goal 1: By 2020, all people of Corvallis are treated justly.</p> <p>Metrics:</p> <p>Baseline:</p>	<p>Strategy 1: Assess current levels of just treatment in the community.</p>	<p>Action 1: Assess people's current feelings and experiences of justice/injustice in the community.</p>
		<p>Action 2: Identify current policies and practices designed to ensure just treatment.</p>
		<p>Action 3: Work with community organizations to identify obstacles to justice.</p>
	<p>Strategy 2: Engage the community in understanding obstacles to justice.</p>	<p>Action 1: Reach out to marginalized communities to share information about support services.</p>
		<p>Action 2: Sponsor public forums and other activities on civil rights issues in the community.</p>
		<p>Action 3: Utilize current organizations to disseminate information about support services such as government agencies, social service providers, churches, etc.</p>
	<p>Strategy 3: Advocate for justice.</p>	<p>Action 1: Ensure that current civil rights laws are enforced.</p>
		<p>Action 2: Advocate for equitable access to resources (e.g., health care, housing, transportation, income, etc.).</p>
		<p>Action 3: Create and/or strengthen the role of advocates for civil rights.</p>

COMMUNITY INCLUSION (cont.)		
Goal 2: By 2020, all people of Corvallis are connected to the community. Metrics: Baseline:	Strategy 1: Assess current levels of connection.	Action 1: Assess people's current feelings and experiences of connection to the community.
		Action 2: Identify current practices designed to ensure connection to the community.
		Action 3: Work with community organizations to identify obstacles to connection.
	Strategy 2: Engage the community in understanding obstacles to connection.	Action 1: Share information about ways to connect with your community.
		Action 2: Increase knowledge and understanding of differences and multicultural/intercultural effectiveness.
		Action 3: Utilize current organizations to disseminate ways in which people can connect with their community.
	Strategy 3: Promote connections within the community among individuals and organizations.	Action 1: Develop a tool for community organizations to coordinate planning of events.
		Action 2: Encourage and support collaboration between communities and organizations.
		Action 3: Facilitate and encourage participation in government and community activities.

COMMUNITY INCLUSION (cont.)

Goal 3: By 2020, all people of Corvallis are represented.	Strategy 1: Assess opportunities and obstacles to representation.	Action 1: Assess people's current feelings and experiences of representation.
		Action 2: Identify current practices designed to ensure representation in the community.
		Action 3: Work with community organizations to identify obstacles to representation.
Metrics:		
Baseline:	Strategy 2: Build awareness of opportunities and obstacles to representation in the community.	Action 1: Share information on ways to become engaged and ensure representation.
		Action 2: Sponsor public forums and other activities on issues of representation.
		Action 3: Utilize current organizations to disseminate information about opportunities and obstacles to representation.
	Strategy 3: Empower the community to remove obstacles to representation.	Action 1: Develop, implement and model effective practices for equitable representation.
		Action 2: Create and/or strengthen the role of advocates for representation.

ECONOMIC VITALITY

VISION: Corvallis is home to a vibrant, diverse, and sustainable economy anchored by a broad spectrum of local, environmentally-friendly businesses.

<p>Goal 1: By 2020, 50% of residents and businesses will support the local economy through buying, investing, and/or producing locally.</p> <p>Metrics:</p> <p>Baseline:</p>	<p>Strategy 1: Educate residents, institutions, and businesses to think local first when buying products and services.</p>	<p>Action 1: Continue to support the “Buy Local First” campaign.</p>
		<p>Action 2: Assist institutional buyers, such as the school district, college and university, government, and healthcare providers in adopting policies that favor purchase of local goods and services first.</p>
		<p>Action 3: Increase awareness and use of locally-focused economic transactions such as local currency and business-to-business trades.</p>
	<p>Strategy 2: Promote investment in local businesses by residents and businesses.</p>	<p>Action 1: Promote non-traditional local and regional funding mechanisms that match businesses with non-accredited individual investors.</p>
		<p>Action 2: Facilitate community investment in large, cooperative, off-site renewable energy installations (e.g., cooperative ownership of a large photovoltaic array located outside City limits).</p>
		<p>Action 3: Educate about opportunities for businesses, institutions, and residents to save at local credit unions, banks, and cooperatives that invest locally.</p>
	<p>Strategy 3: Foster the production of local products and services.</p>	<p>Action 1: Support local cultivation and production of agricultural goods and products for which there is a regional market.</p>
		<p>Action 2: Support the local development and production of renewable and reduced-carbon energy sources.</p>
		<p>Action 3: Support green and appropriate technology in Corvallis.</p>

ECONOMIC VITALITY (cont.)		
Goal 2: By 2020, 90% of businesses will use sustainable practices.	Strategy 1: Assist businesses in adopting practices and policies that foster sustainability.	Action 1: Adapt existing sustainability “best practices” guidelines for local businesses.
		Action 2: Promote the adoption and implementation of sustainability guidelines by local businesses.
		Action 3: Recognize and build community support for businesses that implement sustainable practices.
Metrics:	Strategy 2: Attract sustainable businesses to locate and thrive in Corvallis.	Action 1: Support local government in making sustainability a priority when promoting economic development.
Baseline:		Action 2: Revise and create regulations, codes, and policies that encourage the establishment of sustainable business clusters.
		Action 3: Establish green business clusters in the Corvallis area by supporting existing businesses and attracting new ones.
	Strategy 3: Promote just and cooperative relationships between employees and employers.	Action 1: Encourage businesses to provide living wage employment and provide recognition to those that do.
Action 2: Research models of cooperative ownership.		
Action 3: Provide resources for businesses seeking to adopt cooperative ownership structures.		

ECONOMIC VITALITY (cont.)		
<p>Goal 3: By 2020, 50% of residents will engage in community networks that meet their needs while minimizing resource consumption.</p> <p>Metrics:</p> <p>Baseline:</p>	Strategy 1: Support a thriving local arts and entertainment economy.	<p>Action 1: Support opportunities for local artisans, craftspeople, and musicians to promote and/or sell their products and services.</p> <p>Action 2: Attract a variety of artists and performers.</p> <p>Action 3: Utilize regional media to promote local arts and entertainment.</p>
	Strategy 2: Promote resources within the community that do not require the exchange of US dollars to meet people's needs.	<p>Action 1: Develop a directory of resources that will enable residents to engage in community networks, including libraries, extension services, and other resources that promote reuse, repair, barter, and the sharing of goods and knowledge.</p> <p>Action 2: Increase the awareness and use of local currency and bartering options</p> <p>Action 3: Provide opportunities for inter-generational sharing of knowledge and expertise.</p>
	Strategy 3: Promote the reuse, repair, and sharing of items.	<p>Action 1: Assist in publicizing and distributing the Corvallis Area ReUse Directory.</p> <p>Action 2: Identify and publicize local repair services.</p> <p>Action 3: Facilitate the sharing of tools and skills within neighborhoods and among businesses and organizations in the community.</p>

EDUCATION (From 2008 *Action Plan*)

VISION: Everyone understands fundamental life-support systems, feels connected to environment, and has high awareness of environmental footprint and what it takes to balance economic, environmental, and community needs while building opportunities for future generations to meet their own needs.

Goal 1: By 2015, 100% of area school districts and private schools will integrate sustainability concepts into their curricula and adopt and model sustainable practices in 100% of their facilities.

Metrics: Percentage of K-12 schools adopting comprehensive sustainability plan and integrating concepts in operations and curriculum.

Baseline (2008): Waldorf and Montessori have sustainability built into their curricula. Montessori has it within its mission statement. Other area schools, including 509J schools, have not adopted comprehensive sustainability plans. Some teachers are teaching sustainability concepts and some schools are already modeling some sustainable practices.

Strategy 1: Develop a District/School Sustainability Plan and form a Sustainability Advisory Team that may include community experts, administrators, teachers, facilities staff, board members and students.

Strategy 2: Integrate sustainability concepts into curriculum at every (100%) grade level.

Strategy 3: Provide sustainability concept training for 100% of district teachers and staff.

Action 1: School boards adopt sustainability as a priority focus area and form district or school Sustainability Advisory teams to develop comprehensive sustainability plan.

Action 2: Designate/hire Sustainability Coordinator.

Action 3: Prioritize, integrate, and model sustainable practices, such as alternative energy use in school, use of sustainable materials in construction, use of environmentally friendly products.

Action 1: Determine how sustainability can be integrated into existing state standards and current educational offerings K-12. Identify funding needs.

Action 2: Establish Sustainability lesson plans. Identify curriculum resource materials.

Action 3: Maintain and increase support for natural resource education and funding (e.g., Outdoor School). For example, develop comprehensive plan to seek funds through “No Child Left Inside” (if passed).

Action 1: Offer teacher in-service days on sustainability topics.

Action 2: Adopt requirement that teachers attend professional development workshop on sustainability to maintain certification. Continuing education requirement.

Action 3: Develop sustainability education forum for private school teachers to attend.

EDUCATION (cont.)

<p>Goal 2: By 2015, 100% of area institutions of higher education will make a sustainability course required for graduation (a variety of courses will meet this requirement) and expand course offerings to the community.</p> <p>Metrics: 1. Number of courses that satisfy this requirement 2. Number of students meeting the requirement</p> <p>Baseline (2008): OSU: 10-20 courses have a strong tie to sustainability; 20-30 current OSU staff and faculty “formally and adequately” trained in sustainability; 15-20 presentations each term that relate somehow to sustainability (est. Brandon Trelstad, OSU Sustainability Coordinator). LBCC: LBCC does not have a sustainability coordinator and has not yet adopted a comprehensive sustainability plan. To the best of her knowledge, LBCC does not have courses in sustainability yet. Approximately 10 faculty/staff attended a NW Earth Institute training session. (Communicated by Megan Pickens, LBCC Facilities staff)</p>	<p>Strategy 1: Encourage, train, and engage students in sustainable practices through courses, mentoring, and service-based projects.</p>	<p>Action 1: Identify sustainability concepts that all students should understand. Identify and develop courses that currently meet the requirement. Seek national funding to develop sustainability leaders training programs.</p>
		<p>Action 2: Connect OSU with community to promote sustainability through mentoring programs (college to K-12; youth projects) and internships with organizations and businesses.</p>
		<p>Action 3: Develop graduate and undergraduate degrees or certificates in sustainability; include a community outreach sustainability component such as internships and mentoring programs.</p>
	<p>Strategy 2: Publicize sustainability approaches, courses, and groups at OSU and Linn Benton Community College (LBCC): Operations, Events, Outreach, Planning and Policy, Research, Student Resources, and Transportation.</p>	<p>Action 1: Integrate sustainability focus at career fair; invite keynote speaker to talk about sustainability topic.</p>
		<p>Action 2: Have sustainability clubs hold events to promote new requirement.</p>
		<p>Action 3: Develop and encourage sustainability training for staff and faculty.</p>
	<p>Strategy 3: Develop sustainability courses targeted at individuals and businesses/organizations through OSU Extension and/or LBCC.</p>	<p>Action 1: Develop guidelines for sustainability program like the Master Gardeners program, and identify workshops and training sessions that already meet these guidelines.</p>
		<p>Action 2: Develop guidelines and Sustainable Leadership Training Program for businesses and organizations.</p>

EDUCATION (cont.)

Goal 3: By 2015, sustainability information from various sources, including Corvallis Sustainability Coalition work groups, partner organizations, and external resources, will be available to all members of the community, e.g. businesses, government entities, general public.

Metrics:

1. Number of sustainability-focused articles in 'The City'
2. Clearinghouses for sustainability information
3. Percent of people taking the 'green tour'
4. Number of people taking NWEI courses

Baseline (2008):

1. OSU Sustainability Club membership
2. # partners in Corvallis Sustainability Coalition
3. 23 courses/year; average of 10 per course, 250. NWEI/TNS training 23 attending, and talks, presentations throughout the year with usually around 60.

Strategy 1: Establish a permanent "sustainability center" for coordinating and disseminating sustainability education to all sectors of the community.

Strategy 2: Encourage City, county, and organizations, such as schools, faith-based communities, businesses, and nonprofits, to actively communicate how they utilize sustainable practices.

Strategy 3: Encourage businesses to actively communicate how they are using sustainable practices.

Action 1: Identify location and funding for potential sustainability center sites.

Action 2: Develop, hold, and promote training, courses, talks, workshops on all aspects of sustainability, including green tours of city sites (landfill, waste treatment plant, water treatment plant, watershed).

Action 3: Develop creative array of community media resources to reach all community members, such as website, kiosk, riverfront display, sustainability beaver column in GT, resource guide for sustainable products, programming for public access TV and radio, incentive campaigns, and neighborhood leaders program.

Action 1: Work in conjunction with Corvallis Sustainability Coalition to communicate goals and achievements.

Action 2: Publicly display progress toward Sustainability Coalition goals such as kiosk, riverfront display, and published progress reports that include info on all community partners.

Action 1: Develop criteria and guidelines for what a sustainable business is, like "LEED" (green building) certification for building.

Action 2: Hold sustainable business and products fair to showcase.

Action 3: Publicize 'supply chain' of everyday products and foods.

ENERGY

VISION: Corvallis has achieved energy security and net zero greenhouse gas emissions.

Goal 1: By 2025, Corvallis will reduce per capita consumption of energy in the built environment by greater than 50% using energy efficiency and conservation.

Metrics: % reduction in total Corvallis energy usage per capita from 2008 baseline and % energy supplied using renewable energy

Baseline (2008): Blue Sky = 12.5% of Corvallis energy purchases, 9.5% of Corvallis customers enrolled
 Existing solar hot water capacity (Linn and Benton) 17.5 M kwhr
 Light: Compact fluorescent 11%
 Heat: Homes with heat pumps 14%
 Hot water: High efficiency water heaters 40%
 Washing: Energy Star (2007) washing machines 51%
 Dryer: % with clotheslines unknown
 Thermostats: at least 35% mechanical (un-programmable)
 Wall insulation: >R21 17%
 Spa-bathtub: 16%
 Single-pane windows: 17%
 <1.8 gps showerheads: 50%
 <1.8 gps sink aerators: 52%

Strategy 1: Assist residents in implementing conservation and efficiency upgrades as recommended from home energy audits.

Strategy 2: Ensure professional conservation and efficiency installation capability to meet demand.

Strategy 3: Provide incentives for new/existing construction to meet net zero energy criteria.

Action 1: Market (through web, local media, local events, quarterly gatherings, etc.) the efficacy of conservation and efficiency as a priority toward energy sustainability. Broadly disseminate information about conservation and efficiency upgrades, highlight particularly successful projects, and support continued efforts.

Action 2: Contact citizens to arrange energy audits for 100% of homes and businesses and serve as partners/advisors for citizens during energy audits.

Action 3: Assist residents in implementing audit recommendations.

Action 1: Increase technical training for contractors to ensure awareness of the most cost-effective conservation and efficiency upgrades as well as supporting financial incentives.

Action 2: Provide communication guidance for contractors to ensure they are informing customers of the most cost-effective conservation and efficiency upgrades.

Action 3: Implement quality control through customer feedback and contractor training to ensure conservation and efficiency upgrades are being installed to the highest technical and professional standards necessary to achieve actual energy savings.

Action 1: Establish criteria for net zero energy/sustainable building practices.

Action 2: Work with City, County, and State to create incentives through property tax reductions to achieve net zero building energy use.

Action 3: Investigate/develop additional incentives to support achieving net zero energy use in buildings (e.g., work with Energy Trust of Oregon).

ENERGY (cont.)

<p>Goal 2: By 2025, all energy utilized in Corvallis will be 100% renewable.</p> <p>Metrics: % of Corvallis energy used that is produced in Benton County</p> <p>Baseline: 0.822 M kwh from PV (in Linn and Benton County) 3.9 M ft³ Methane used as fuel at Corvallis Wastewater Treatment Plant (24.0 M ft³ released) 623 M ft³ Methane used as fuel at Coffin Butte Landfill (371 M ft³ released)</p>	Strategy 1: Support the installation of locally owned renewable energy generation in and around Corvallis.	Action 1: Develop financial incentives to encourage the installation of renewable energy generation on local properties (e.g., rooftop PV).
		Action 2: For all new residential construction, require compliance with portions of adopted sustainable building standards that specify renewable energy production readiness.
		Action 3: Facilitate local ownership of large, cooperative, off-site installations (e.g., cooperative ownership of a large PV array located outside City limits).
	Strategy 2: Ensure that all energy streams being imported to Corvallis are renewable.	Action 1: Expand access to and purchasing of renewable electricity, like Pacific Power's Blue Sky program.
		Action 2: Expand access to and purchasing of renewable liquid fuels (e.g., work with Sequential and other regional biofuel producers and distributors).
		Action 3: Expand access to and purchasing of renewable gaseous fuels.
	Strategy 3: Identify and develop local potential for renewable energy production.	Action 1: Investigate local potential for wind, wave, and hydropower (conventional and in-stream).
		Action 2: Investigate local potential for biological sources of energy production (e.g., biomass, biofuels, biogas, etc.).
		Action 3: Collaborate with OSU to commercialize renewable energy technology locally, to support local renewable energy production and job creation.

ENERGY (cont.)		
<p>Goal 3: By 2030, Corvallis will eliminate net greenhouse gas emissions from energy use.</p> <p>Metrics: Net emissions of CO₂, NO_x, Methane, and CF-12 (to equal zero after emissions reduction and sequestration in place)</p> <p>Baseline (2008): Numbers need further study to explain differences: Range of 11330 kg CO₂/year per average US home (Source: EPA websites) which reduces to 1785 kg CO₂/year/household (after conservation & renewables) requiring .4 acres per household, 9300 acres, or 2.2% of land area in BC (for 2020 County population) per EPA sequestration data & Energy Work Group analysis up to EWG baseline data of 777 kg CO₂/year per citizen (for both household and commercial/industrial use), which requires .18 acres per person, 16390 acres, or 3.8% of land area in BC (for 2020 County population) per EPA sequestration data & Energy Work Group analysis baseline sequestration capacity. Existing forests in Benton County are a minimum of 11k acres; grasslands eligible for high species diversity plantings have not been catalogued.</p>	Strategy 1: Monitor greenhouse gas emissions to establish a baseline and monitor progress.	Action 1: Facilitate research and development of accurate and reliable tracking methods (collaborate with OSU). Action 2: Track and report (annually) net greenhouse gas emissions from Corvallis.
	Strategy 2: Adjust energy costs to reflect GHG emissions and use revenues to fund GHG elimination efforts.	Action 1: Adopt Corvallis surcharges on fossil energy utilization that reflect the true costs, including impacts to the environment and human health. Action 2: Establish grant programs to fund greenhouse gas mitigation projects using funds raised through energy surcharges.
	Strategy 3: Mitigate greenhouse gas emissions through local land use and management.	Action 1: Develop a list of best management practices for small land owners and homeowners to implement in order to achieve greenhouse gas mitigation (e.g., planting trees, garden and lawn management, etc.). Action 2: Increase local conservation areas (greenbelts and native grasslands). Action 3: Facilitate the development and implementation of local forestry and agricultural practices that improve greenhouse gas mitigation capacity (e.g., alternative tillage and cropping practices, selective thinning, etc.).

FOOD

VISION: We are fed primarily by food which is locally produced, using practices that renew and enrich the land and community.

Goal 1: By 2020, 40% of the food consumed by the Corvallis population is grown, processed, or produced in Benton, Lane, Lincoln, Linn, Marion, and Polk counties.

Metrics:

1. \$ spent on local food divided by total \$ spent on food (local and non-local)
2. Comparison between current acreage used for food production and acreage amounts in 2014 and 2020

Baseline (2008):
Approximately 2% of food consumed here is grown here. (Source: Larry Lev, OSU)

Strategy 1: Increase local demand for locally grown foods.

Action 1: Create an ad campaign to bolster awareness and use of existing initiatives that promote local food consumption.

Action 2: Facilitate the practice of identifying local food products at businesses (food stores, restaurants), institutions (schools, Linn Benton Community College (LBCC), OSU, hospital), and events where food is sold and/or served.

Action 3: Link food purchasers from local institutions (school system, LBCC, OSU, hospital) and businesses (restaurants, food stores) with local food producers.

Strategy 2: Increase amount of local land used for food production (includes agricultural land, private property, and public property).

Action 1: Provide education and support to increase the number of farmers and farm workers in the community.

Action 2: Create government incentives that encourage property owners to use their land for food production. (Includes both urban agriculture and conversion of agricultural land from non-food production to food-based uses.)

Action 3: Model and promote edible landscaping and home food production.

Strategy 3: Increase capacity for local food processing, storage, and distribution.

Action 1: Develop and implement neighborhood-based food processing, storage, and distribution.

Action 2: Facilitate the creation of commercial and cooperative local food processing, storage, and distribution facilities.

Action 3: Coordinate with local agencies regarding emergency preparedness, and encourage community members to prepare for disruptions in the normal food supply.

FOOD (cont.)		
<p>Goal 2: By 2020, all Corvallis residents will have access at all times to enough food for an active and healthy life.</p> <p>Metrics: % of population that is food insecure</p> <p>Baseline: 13.95% of Benton County residents were food insecure in 2000 (Source: Grussing)</p>	<p>Strategy 1: Support existing emergency food programs and other food assistance programs.</p>	Action 1: Expand efforts to get fresh produce to food banks.
		Action 2: Help existing food programs reach minority populations by providing culturally sensitive food and utilizing volunteers with necessary language skills.
		Action 3: Assist existing food programs with community education and outreach efforts.
	<p>Strategy 2: Provide opportunities that encourage consumption of nutritious food, produced using practices that renew and enrich the land and community.</p>	Action 1: Improve nutrition of food in schools, institutions and public events by implementing programs featuring a variety of fruits, vegetables, whole grains and lean proteins.
		Action 2: Conduct low and no-cost nutrition classes in the community and at schools.
		Action 3: Support the efforts of food markets (farmers' markets, co-ops, supermarkets, etc.) to promote the purchase of nutritious food, produced using practices that renew and enrich the land and community.
	<p>Strategy 3: Increase access to nutritious food, produced using practices that renew and enrich the land and community.</p>	Action 1: Support efforts to educate people about buying nutritious food on a budget.
		Action 2: Expand current and start new low-income community gardens.
		Action 3: Facilitate low-cost seasonal food preservation sessions in a community kitchen.

FOOD (cont.)		
<p>Goal 3: By 2020, 80% of all land area in community food-producing farms, ranches, and gardens will be managed using practices that renew and enrich the land and community.</p> <p>Metrics: % of land area devoted to sustainable food production</p> <p>Baseline:</p>	<p>Strategy 1: Increase demand for foods that are grown using practices that renew and enrich the land and community.</p>	Action 1: Promote the benefits of foods produced using practices that renew and enrich the land and community.
		Action 2: Launch a campaign to educate the community about genetically modified foods and their potential impact on our local food system and local economy.
		Action 3: Support programs that assist people in growing their own food, either at home or through community gardens.
	<p>Strategy 2: Encourage local farmers and gardeners to use practices that renew and enrich the land and community.</p>	Action 1: Publish a Corvallis Garden Resource Guide to connect gardeners with local resources supporting practices that renew and enrich the land and community.
		Action 2: Support programs that educate local farmers and gardeners to utilize practices that renew and enrich the soil.
		Action 3: Support local organizations that promote food production using practices that renew and enrich the land and community.
	<p>Strategy 3: Support local farmers, specialty seed growers, and gardeners in their efforts to develop, maintain, and access locally adapted food crop varieties.</p>	Action 1: Maintain crop varieties developed over generations and adapted to local growing conditions.
		Action 2: Provide opportunities for community engagement in developing food crop varieties adapted to the Corvallis area.
		Action 3: Support neighborhood and community seed exchanges.

HEALTH AND HUMAN SERVICES

VISION: All residents enjoy a positive state of health including physical, mental and social well-being and not merely the absence of disease or infirmity.

<p>Goal 1: By 2018, all Corvallis residents will have access to programs that promote healthy behaviors.</p> <p>Metrics: # of people who have access to programs that promote healthy behaviors</p> <p>Baseline:</p>	<p>Strategy 1: Promote healthy lifestyles in multiple settings (e.g., community, schools, worksites, health system policy) by adopting policies, creating environments and programs that support healthy behavior.</p>	<p>Action 1: Create access for all Corvallis residents to environments that support healthy behavior (e.g. access to tobacco-free environments, healthy food choices, and physical activity opportunities).</p>
		<p>Action 2: Ensure that Corvallis residents have optimal availability of and access to chronic disease self-management programs in English and Spanish.</p>
		<p>Action 3: Conduct a collaborative community assessment to determine the health status, including measures of physical, mental and social well-being, of Corvallis residents. Conduct every 5 years.</p>
	<p>Strategy 2: Develop a program to encourage interdisciplinary exchange between health care providers.</p>	<p>Action 1: Sponsor a community forum featuring diverse health care providers</p>
		<p>Action 2: Survey health care providers to assess their networking interests.</p>
	<p>Strategy 3: Support universal health care so that all Corvallis residents have health care coverage.</p>	<p>Action 1: Facilitate access to the Affordable Care Act as an initial step toward health care coverage for the uninsured.</p>
		<p>Action 2: Publicize the work of health care reform groups in our area.</p>
		<p>Action 3: Provide ongoing education about health care reform, especially in preparation for the next legislative opportunity.</p>

HEALTH AND HUMAN SERVICES (cont.)

<p>Goal 2: By 2025, our community will no longer discharge or be exposed to persistent, bio-accumulative and/or toxic pollutants.</p> <p>Metrics: % of persistent, bio-accumulative and/or toxic pollutants in stormwater; % in wastewater; % in air</p> <p>Baseline (2008): Governor's Exec Order 99-13 assigned ODEQ to lead a statewide effort to eliminate release of persistent, bio-accumulative and toxic chemicals by 2020 to outline a range of approaches that could be taken to identify, track and eliminate. California's Proposition 65 (The Safe Drinking Water and Toxics Enforcement Act of 1986) and Eugene's Right to Know policy require notification. 2009 Oregon legislation proposed to disallow herbicides in schools (currently banned in Eugene and Portland).</p>	<p>Strategy 1: Establish a framework that requires a systematic study of health impacts for new projects, products or policies in the Corvallis area (e.g. Natural Step, Precautionary Principle, and Health Impact Assessments).</p>	<p>Action 1: Assign an appropriate task force to evaluate existing strategies.</p>
		<p>Action 2: Draft legislation requiring the consideration of health impacts on Corvallis projects or policies.</p>
		<p>Action 3: Provide training and/or information of chosen framework.</p>
	<p>Strategy 2: Identify and promote safe alternatives to regularly used toxics that are discharged into the local biosphere.</p>	<p>Action 1: Adopt policies for 1) building maintenance and operations at publicly-owned facilities that are aligned with LEED (green building) for existing buildings, 2) new construction and remodels of publicly-owned buildings that meet LEED standards, and 3) eliminating pesticide/herbicide spraying on publicly-owned property.</p>
		<p>Action 2: Develop legislation that focuses on incentives for residential land owners, businesses, and institutions that have found alternatives to using or releasing toxic chemicals.</p>
		<p>Action 3: Help businesses identify and use alternatives to toxic chemicals.</p>
	<p>Strategy 3: Provide education on toxics, their effects and viable alternatives for all ages and cultural groups in Corvallis.</p>	<p>Action 1: Advertise Oregon Environmental Council's (OEC) Tiny Footprint materials (Green Cleaning Guide, Family Pledge, Sage toys, etc.) and "No Idling/No Topping Off" benefits in The City newsletter, local school programming and through other family awareness avenues.</p>
		<p>Action 2: Provide comprehensive education of alternatives to toxic agricultural chemicals aimed at conventional agriculture farmers in the area.</p>
		<p>Action 3: Require "Right to Know" notification in stores that sell products with chemicals known to cause cancer, birth defects or reproductive harm, and restrict discharge of these chemicals in a manner that could end up in the local biosphere.</p>

HEALTH AND HUMAN SERVICES (cont.)

<p>Goal 3: By 2025, 50% of Corvallis residents will volunteer in the community.</p> <p>Metrics: % of Corvallis population aged 16 years and older volunteering at least 1 hour per year.</p> <p>Baseline (2008): Oregon ranks # 15 among the 50 states and District of Columbia in volunteer intensity, with 33.3% aged 16 years or older volunteering. Rank # 19 in Baby Boomer volunteer rate of 36.4% (highest state Nebraska at 49%). Also ranked #19 for young adult volunteer rate of 29% (highest is Utah at 39%). The volunteer rate of college age students was #22 at 32.1% (2nd highest was Idaho at 48%). The volunteer rate increased .5% from 2002-2006, whereas some states increased by 1-2%. Oregon ranked #6 in average volunteer hours per state resident per year at 50.3.</p>	Strategy 1: Promote volunteerism.	Action 1: Educate the community on the value of and long-term health benefits of volunteering for one's community.
		Action 2: Provide incentives to engage more organizations and individuals in the Day of Caring, Martin Luther King Day, and other volunteer opportunities.
		Action 3: Publicize volunteer opportunities, and promote HandsOn Willamette to match volunteers with needs
	Strategy 2: Address costs of living, financial needs and other obligations that inhibit some residents from having time to volunteer (e.g., adopt a living wage including health insurance, 35-hour work week, family volunteer opportunities, etc.).	Action 1: Organize an educational program to introduce local employers to the concept of a living wage and to identify roadblocks.
		Action 2: Explore options for supporting local employers in providing a living wage or "paying" for volunteerism (reduced full-time workweeks, etc.).
		Action 3: Investigate the overall benefits of a shorter work week.
	Strategy 3: Encourage volunteerism that connects residents with resources to help them meet their own needs.	Action 1: Engage volunteers in promoting universal health care reform.
		Action 2: Engage volunteers in providing information to the public about 211 (free information about health, community, and social services).

HOUSING

VISION: All residents have access to affordable housing options. Housing is energy efficient, provides a healthy living environment, and reduces waste through recycling and preservation; and all new construction minimizes impacts on our resources and environment.

<p>Goal 1: By 2025 all residents/ households will have access to affordable housing options. [For purposes of assistance, housing is considered “affordable” if housing costs (rent and utilities or mortgage, taxes and home owners insurance) costs 30% or less of a family’s gross income. The term “affordable housing” is generally used in relation to low income families (those earning 80% or less of the Area Median Income).]</p> <p>Metrics: # of residents/households with access to affordable housing options</p> <p>Baseline (2012): Benton County Median Family Yearly income for family of 4 = \$74,200</p> <p>80% = \$59,350 50% = \$37,100 30%= \$22,250 (US 2011 Poverty level) (Source: Willamette Neighborhood Housing)</p> <p>(2011) Approximately 42.2% of households in Benton County earned less than 80% of the median family income.</p> <p>(2008) 5200 renter households & 1200 owner households in Benton County made 80% or less of mean family income and paid more than 30% of income for housing. (Source: HUD Comprehensive Housing Study Data from City of Corvallis)</p>	<p>Strategy 1: Explore development of a “community land trust” and increased options for rent assistance.</p>	<p>Action 1: Research housing land trusts and rental assistance programs in other communities and funding options including grants; examine the feasibility of developing a Housing Land Trust for our community.</p> <p>Action 2: Educate the public about community housing land trusts and rental assistance programs.</p> <p>Action 3: Identify and pursue funding and land donation options.</p> <p>Action 4: Work with churches and other groups to help with proposals and to help pay for rent and other expenses to keep families in their housing.</p>
	<p>Strategy 2: Promote appropriately designed and located higher density options for family housing by incorporating housing into new/existing commercial building projects where related residential services are available.</p>	<p>Action 1: Explore private/public partnerships to convert vacant/ underutilized sites and structures in downtown and in other mixed-use zones throughout the city into affordable housing where residential services are available.</p> <p>Action 2: Work with city to identify funding for conversion of appropriate structures for needed housing.</p> <p>Action 3: Work with owners of suitable properties to create low income housing options.</p>
	<p>Strategy 3: Maintain and increase affordable housing stock for low and moderate income families and those with children.</p>	<p>Action 1: Work with OSU/City Collaboration project and students on housing issues in the community and on campus.</p> <p>Action 2: Work with OSU students to develop affordable housing ideas, concepts, designs, etc., including on-campus housing for students, faculty and staff.</p> <p>Action 3: Advocate for an increase in local housing grants (federal & state) and protect current housing subsidies.</p>

HOUSING (cont.)		
<p>Goal 2: By 2025, all existing housing in Corvallis will be preserved, adaptively reused or recycled.</p> <p>Metrics: % of buildings preserved, reused, or recycled</p> <p>Baseline: From 2008 to 2012 there were 85 demolition permits issued in Corvallis for residential structures, including five multi-family structures. More than 35% of these were issued in 2012. During this same period, only four permits were issued for moving structures.</p>	<p>Strategy 1: Reuse existing housing stock before building new homes. Encourage people to recycle or relocate a house vs. demolition.</p>	<p>Action 1: Work with city, county, private owners, housing organizations and others to rehabilitate older, existing housing and other structures suitable for housing instead of building new housing.</p> <p>Action 2: Review codes to increase demolition requirements, by increasing notice & fees. Require owners to attempt to sell and relocate home first and give evidence of why this cannot be done. Require photo documentation of buildings before permit is issued for demolition.</p>
	<p>Strategy 2: To counter demolition by neglect, provide incentives for owners to maintain their historic homes.</p>	<p>Action 1: Provide materials and workshops to educate owners on maintaining their historic homes and educate builders on the art and craft of older homes; i.e., window tuning.</p> <p>Action 2: Seek funding for and establishment of a low or no interest revolving loan fund for rehabilitation linked to the Secretary of Interior's Guidelines for Historic Preservation.</p> <p>Action 3: Provide workshops on methods such as Conservation Easements for property owners to protect historic resources.</p> <p>Action 4: Determine conflicts that exist between historic/older neighborhoods and high density zones in city. Resolve conflicts in the LDC re historic resources and high density zoning.</p>
	<p>Strategy 3: Create Historic Preservation Plan.</p>	<p>Action 1: Seek funds for an intern to work on city-wide reconnaissance level historic survey.</p>
	<p>Strategy 4: Deal with hazardous materials abatement in demolition or adaptive reuse.</p>	<p>Action 1: Change Land Development Code, Chapter 2.9, to include costs of hazardous materials abatement in all demolitions.</p>

HOUSING (cont.)		
<p>Goal 3: By 2025, 100% of new construction will have minimal impact on resources and the environment.</p> <p>Metrics: % of new construction that meets VOC guidelines and % of new construction that meets recycled/renewable construction materials use guidelines</p> <p>Baseline:</p>	<p>Strategy 1: Encourage and support more diverse housing options.</p>	<p>Action 1: Develop website with map showing housing options; remodels; small family homes, conversion of commercial to residential, and historic districts and homes.</p>
		<p>Action 2: Examine zoning codes to allow for more diverse neighborhoods, mixing small homes and housing types with larger single family homes.</p>
	<p>Strategy 2: Reduce size of homes and ecological footprint in order to conserve energy, land area and resources.</p>	<p>Action 1: Initiate educational campaign for smaller houses by publishing information on housing issues (including floor plans for smaller homes) and the environment in the media including use of social media.</p>
		<p>Action 2: Locate funding sources for eco-housing demonstration projects (i.e., minimize permit costs and find logical connections between green methods and SDC fees for reducing SDC fees).</p>
		<p>Action 1: Adopt “green” codes, such as “all new and remodeled homes shall comply with either the International Code Council (ICC) ‘Green Codes’ or Austin, Texas, codes prior to obtaining a permit” or provide incentives for all who comply (reduced permit fees).</p>
	<p>Strategy 3: Ensure that all homes are non-toxic and use recycled, renewable, and local materials as much as possible.</p>	<p>Action 2: Explore banning the use of toxic building materials, especially formaldehyde and volatile organic compounds (VOCs).</p>
<p>Action 3: Encourage small local businesses that fabricate green building materials.</p>		

HOUSING (cont.)		
<p>Goal 4: By 2025, chronic homelessness will be reduced by 65%.</p> <p>Metrics: # of homeless persons</p> <p>Baseline (2012): Data from the Oregon Department of Education indicated that there are more than 276 K-12 students in Benton County living on the streets, in cars, or in informal camps around the county. This is an increase of 12% from 2011. In School District 509J there are 170 K-12 homeless students.</p> <p>Data gathered by the Corvallis Homeless Shelter Coalition from 2008-2010 indicates there are approximately 150 homeless persons living in and around the City of Corvallis in each of these three years.</p>	<p>Strategy 1: Locate/ educate and assist potentially homeless persons and families prior to housing displacement.</p>	<p>Action 1: Provide information to employers, social service agencies, and the press about actions that families (who are on the edge of eviction) can take.</p>
		<p>Action 2: Work with churches and other non-profits to provide emergency rental assistance, including help with deposits and first and last month's rent payments. Consider establishment of an endowment for this purpose.</p>
	<p>Strategy 2: Increase the number of affordable supported housing units suitable for the previously homeless.</p>	<p>Action 1: Identify gaps in housing for specialized populations. Develop solutions to serve these populations and urge agencies to tailor some services to meet the specific needs of specialized populations who are underserved, such as families with children.</p>
		<p>Action 2: Work with the 10-year planning group to select priorities and identify resources to develop housing projects.</p>
	<p>Strategy 3: Enhance communication between the homeless and service providers.</p>	<p>Action 1: Use the 10-year plan as a mechanism to improve the sharing of information.</p>
		<p>Action 2: Carry out vigorous outreach so that homeless groups know what services are available and what the eligibility requirements are.</p>

LAND USE

VISION: Corvallis is a compact, small city with walkable neighborhoods, a vibrant downtown, and diverse natural areas interwoven in urban landscapes, whose community members actively participate in land use planning decisions.

Goal 1: By 2040, 80% of Corvallis will be a sustainable and compact city with walkable, mixed-use neighborhoods, functioning neighborhood centers, and a vibrant downtown, whose community members actively participate in land use planning decisions.

Metrics:

Baseline:

Strategy 1: Develop, coordinate, and work to implement land use planning policies, standards and processes that support walkable, bikable, mixed-use neighborhoods.

Strategy 2: Develop, coordinate, and implement land use strategies that support local business, green industry and downtown vitality.

Strategy 3: Develop, coordinate, and implement land use strategies that balance compact, urban mixed use development with the enhancement of existing neighborhoods and green space.

Strategy 4: Develop, coordinate, and implement land use strategies to replace 50% of private conventional motorized vehicle trips with alternative transportation modes (human-powered, electric vehicles and public transit).

Action 1: Educate community members to increase their understanding of and involvement in land use planning.

Action 2: Inventory existing and proposed neighborhoods and developments (including residential, mixed-use, commercial, and industrial) for range of amenities, walkability, and bikability.

Action 3: Identify code changes needed to support mixed-use, diverse neighborhoods while protecting resource lands, quality of life and environment, and ask City Council to revise existing codes, regulations, and planning documents accordingly. (Examples: Form-based Development, Human Fractal City Design, LEED for Neighborhood Standards.)

Action 1: Assess current strategies (e.g., incentives, policies, marketing, and activities) to support local business, green industry and downtown vitality, and identify and remove barriers (e.g., zoning, regulations, purchasing policies).

Action 2: Promote existing and new strategies that support locally owned businesses, green industry, and a dynamic downtown.

Action 1: Inventory and develop incentives and regulations to protect, restore, and maintain historic structures, landscapes, neighborhood character, and significant (over 8" dbh) trees, to stop teardowns, and to preserve a sense of place and uniqueness.

Action 2: Using neighborhood dialogue, review City codes and planning processes to identify changes needed to preserve existing neighborhood character while increasing density of development and green space.

Action 3: Rezone to distribute schools, mixed-use neighborhood centers, green space, and indoor and outdoor gathering spaces throughout the city.

Action 1: Evaluate methods to encourage the use of shared parking and alternative transportation modes.

Action 2: Create light rail with a downtown station to connect to Albany, Philomath, and Eugene.

Action 3: Identify 25% of streets for conversion to non-motorized transit or low-speed electric carts only and expand the network of multimodal paths and public transit to connect all neighborhoods to neighborhood centers and downtown.

LAND USE (cont.)

<p>Goal 2: By 2040, Corvallis will be a livable city with functional, integrated and diverse natural areas interwoven in urban landscapes.</p> <p>Metrics:</p> <p>Baseline:</p>	<p>Strategy 1: Develop, coordinate, and implement land use planning policies, standards and processes that implement this goal.</p>	<p>Action 1: Complete a survey to determine which undeveloped areas already meet the significant natural feature criteria, which park/open space areas need improvement to meet the criteria, and what new areas offer opportunities to create or restore natural areas.</p>
		<p>Action 2: Coordinate all codes, regulations, and planning documents in GIS (mapping) layers to improve plan review process, assess cumulative impacts of new development, and enforce existing codes, regulations, and planning documents to protect natural areas.</p>
		<p>Action 3: Positively correlate building heights with distance from the Willamette and Marys Rivers.</p>
	<p>Strategy 2: Develop, coordinate, and implement land use strategies that protect and restore natural areas and native species.</p>	<p>Action 1: Review natural features inventories to identify the most sensitive or significant natural areas; acquire and restore diverse ecosystem types distributed throughout the Urban Growth Boundary (UGB) using land swaps, purchase of conservation easements, or other green investment funding methods.</p>
		<p>Action 2: Promote incentives for planting native species and limiting impervious cover in private remodeling and development projects, and require use of native species in all public projects.</p>
		<p>Action 3: Enforce dark sky compliant lighting of all streets, parking lots and buildings to protect circadian rhythms.</p>
		<p>Action 4: Revise the Minimum Allowed Development Area (MADA) provisions of the 2006 Land Development Code to minimize negative impacts on significant natural features.</p>
	<p>Strategy 3: Have in place land use strategies that improve connections between neighborhoods and natural areas within and outside the city.</p>	<p>Action 1: Maintain inventory of urban tree species and percent canopy cover of urban forest, and develop and implement tree/urban forest protection program with incentives, regulations, and penalties for unauthorized removal of significant trees.</p>
		<p>Action 2: Protect significant natural areas from development, using creative funding strategies, and ensure that future development provides/maintains access from existing neighborhoods to developed parkland and undeveloped publicly accessible natural areas.</p>
<p>Action 3: Inventory and improve existing natural corridors and create a network of pathways throughout the city, connecting to parks, streams, and outlying areas. Make it possible to travel from one park to another along these greenways.</p>		

LAND USE (cont.)		
<p>Goal 3: By 2030, 50% of items consumed or purchased in Corvallis will be produced within 100 miles by diverse locally-owned businesses, family farms, forests, and urban gardens in a manner that protects all of its natural resources.</p> <p>Metrics:</p> <p>Baseline:</p>	<p>Strategy 1: Develop, coordinate, and implement land use strategies in the City and County that minimize loss of natural resource quality and quantity.</p>	<p>Action 1: Overlay existing natural resource inventories and planning documents to assess cumulative impacts of previous development and any proposed development on natural environment and quality of life, in order to direct development for goods and services production to less sensitive areas.</p>
		<p>Action 2: Use multiple strategies (e.g., education, incentives, regulations, enforcement, and land swaps) to direct development to areas with least ecological significance to minimize negative environmental impacts.</p>
		<p>Action 3: Promote conversion from grass seed farms to food production within the County.</p>
	<p>Strategy 2: Continue to develop, coordinate, and implement land use strategies to increase urban food production.</p>	<p>Action 1: Identify suitable (less sensitive) farmable land within the UGB to convert to community gardens and/or urban farms, remove and modify government and private restrictions that are barriers, and provide education and incentives for organic and sustainable food production, including at all schools.</p>
		<p>Action 2: Modify local land use codes and zoning, and advocate for state land use regulations, to support local businesses and organizations in producing and marketing local products.</p>
		<p>Action 3: Include common garden areas, greenhouses, food preservation and food processing facilities within neighborhoods.</p>

LAND USE (cont.)		
<p>Goal 4: By 2020, 100% of Corvallis and Benton County will use green building (LEED or a similar standard) practices in all renovation and construction.</p> <p>Metrics:</p> <p>Baseline:</p>	Strategy 1: Change and improve the Land Development Code and locally adopted building codes and policies to support this goal.	<p>Action 1: Encourage renovation over new construction and direct new development first to the redevelopment of brownfields (areas in need of rehabilitation). Track and recognize renovation that uses green building standards.</p> <p>Action 2: Modify code to allow renovation of existing buildings without having to comply with all current codes.</p>
	Strategy 2: Develop, coordinate, and implement a comprehensive green building program for Corvallis and Benton County.	<p>Action 1: Adopt measurable standards and utilize green building practices (equivalent to Green Building Council, LEED, Natural Step, 2030 Challenge or similar standards) (required for all city-owned property and encouraged for all private property).</p> <p>Action 2: Provide and promote incentives for utilizing green renovation/green building practices which include streamlined permitting.</p> <p>Action 3: Create re-building center for sorting usable waste for new construction materials. Include warehouse area for re-fabricating and re-designing materials.</p>
	Strategy 3: Establish target goals for percentages of new construction and renovations which meet certification standards.	<p>Action 1: Sponsor design competition to clarify and inspire creative solutions to accomplish this strategy.</p> <p>Action 2: Provide and promote incentives for the use of local contractors, suppliers, materials and labor.</p>

ENDNOTES

Definitions:

- **Compact city** – Urban area with dense, diverse mixed-use development linked by public transport systems for less dependence on autos for access to jobs, services, and amenities, with a clear boundary that conserves nearby resource areas (See http://www.keepeek.com/Digital-Asset-Management/oecd/urban-rural-and-regional-development/compact-city-policies/the-compact-city-concept-in-today-s-urban-contexts_9789264167865-6-en.)
- **Small city** – Urban area with a population size of 50,000 to 100,000 people (US Census Bureau, Office of Management and Budget, US Department of Education)
- **Sustainable community** – Reflects the interdependence of economic, environmental, and social issues by growing and prospering without diminishing the land, water, air, natural and cultural resources on which communities depend. Housing, transportation and resource conservation are managed in ways that protect economic, ecological and scenic values. (See <http://www.nrdc.org/sustainable-communities/default.asp>.)
- **Mixed-use neighborhoods** – Housing, jobs, daily needs and other activities are within easy walking distance of each other and/or public transportation.
- **Functioning neighborhood centers** – Appropriately scaled neighborhood core within walking or biking distance that enhances neighborhood character and includes civic and recreational uses, retail and service businesses, and public gathering places to serve the needs of neighborhood residents.
- **Maintain neighborhood character** – Preserve links to natural, cultural and architectural history which promote a sense of place and loyalty from residents and businesses.
- **Density** – People or housing units per square mile of land area (US Census Bureau – see https://www.census.gov/geo/www/geo_defn.html#Place).
- **Significant natural features** – Streams, wetlands, riparian areas, wildlife habitat, trees or tree groves, viewsheds, and hillsides determined to have historic or current cultural, social or ecological value. (See City of Corvallis Natural Features Inventory.)
- **Green Building standards** – Various sets of measurable indicators of a building's structure and construction and use processes that are environmentally healthy, responsible and resource-efficient throughout its life-cycle from siting to design, construction, operation, maintenance, renovation, and demolition.

Links to websites:

- **Form-based Development** – Form-based codes address the relationship between building facades and the public realm, the form and mass of buildings in relation to one another, and the scale and types of streets and blocks. The regulations and standards in form-based codes are presented in both words and clearly drawn diagrams and other visuals. They are keyed to a regulating plan that designates the appropriate form and scale (and therefore, character) of development, rather than only distinctions in land-use types. (See <http://www.formbasedcodes.org/> or <http://www.sacog.org/projects/form-based-codes.cfm>.)
- **Human Fractal City Design** – A guiding principle to build cities on a pedestrian scale with a matrix of connections and infrastructures that creates multiple interconnected nodes that encourage people's movements and interactions. (See <http://zeta.math.utsa.edu/~yxk833/connecting.html>.)
- **LEED for Neighborhood Development Standards** – LEED-ND integrates principles of smart growth, urbanism and green building into a set of national standards for green neighborhood design. LEED for Neighborhood Development is a collaboration among USGBC, Congress for the New Urbanism, and the Natural Resources Defense Council. LEED-ND certification provides independent, third-party verification that a development's location and design meet accepted high levels of environmentally responsible, sustainable development. (See <http://www.usgbc.org/ShowFile.aspx?DocumentID=6131> or http://www.nrdc.org/cities/smartgrowth/files/citizens_guide_LEED-ND.pdf.)
- **US Green Building Council** - <http://www.usgbc.org/Default.aspx>
- **LEED** - <http://www.leed.net/>
- **Natural Step**- <http://www.thenaturalstep.org/en/usa>
- **2030 Challenge** - <http://www.architecture2030.org/>

NATURAL AREAS

VISION: Our natural features, hillsides, floodplains, streams, wetlands and other open spaces and natural areas are protected and treasured.

Goal 1: By 2030, the acreage of protected natural habitat in Benton County will be increased by 50%.

Metrics: Acreage

Baseline: Needs to be developed by joining together descriptive databases from City, County, state, feds, and NGOs.

Strategy 1: Initiate a comprehensive, long-range, natural area conservation plan.

Action 1: Regularly convene a gathering of public and private partners around natural areas conservation planning.

Action 2: Adopt an integrated natural areas conservation plan, which includes acquisition criteria and priorities for acquisition, protection and active conservation management.

Action 3: Implement conservation priorities under the plan.

Strategy 2: Provide stable, long-term revenue sources for the acquisition, restoration and preservation of prime natural areas.

Action 1: Identify potential, long-term funding sources.

Action 2: Establish a range of diverse, stable, long-term funding mechanisms.

Action 3: Disburse conservation funds according to priorities established by the integrated natural area conservation plan.

Strategy 3: Assign the monetary value of services provided by natural ecosystems to guide and inform land use planning and development decisions.

Action 1: Compile and undertake, as needed, research to establish equivalent monetary values of the full range of natural ecosystem services.

Action 2: Establish guidelines to take ecosystem values into account and seek appropriate code amendments for land use and development decisions.

Action 3: Provide an extensive, publicly-accessible database of equivalent monetary values for services provided by our local ecosystem.

NATURAL AREAS (cont.)

<p>Goal 2: By 2030, 100% of public and private natural area acreage in Benton County will be managed under a set of practices that optimizes their ecological integrity and resilience.</p> <p>Metrics: Acreage restored</p> <p>Baseline: Must be developed by Planning Committee in Goal 1.</p>	<p>Strategy 1: Adopt a restoration and best management practices plan for all public natural areas.</p>	<p>Action 1: Develop restoration and management plans for areas within the cities, and newly acquired natural areas beyond city limits.</p>
		<p>Action 2: Review and update existing natural area management and restoration plans in accordance with best management practices.</p>
	<p>Strategy 2: Promote habitat management and restoration on private land.</p>	<p>Action 1: Provide comprehensive education and training on sustainable restoration and management practices to private landholders.</p>
		<p>Action 2: Develop and promote residential natural habitat programs.</p>
		<p>Action 3: Develop a wide range of incentive and recognition programs to encourage habitat restoration and management projects on private lands.</p>
	<p>Strategy 3: Promote community volunteer-supported restoration projects on public and accessible private natural areas.</p>	<p>Action 1: Establish an electronic network and web presence for community natural areas conservation activities and volunteer opportunities.</p>
		<p>Action 2: Coordinate volunteer conservation activities in the community.</p>
		<p>Action 3: Further develop and expand urban creek restoration and outreach program (UCROP), including development of urban creek watershed councils.</p>

NATURAL AREAS (cont.)

<p>Goal 3: By 2030, 60% of community members will participate in natural areas appreciation programs or restoration efforts.</p> <p>Metrics: % of residents</p> <p>Baseline: Must be developed, perhaps through annual City survey, a web-based instrument, or reports from partner organizations.</p>	<p>Strategy 1: Increase the number and accessibility of conservation education and outreach programs.</p>	<p>Action 1: Establish and maintain outdoor classroom programs for all community K-12 schools.</p>
		<p>Action 2: Integrate locally-focused (place-based) natural history instruction into all K-12 school curricula.</p>
		<p>Action 3: Increase the number of and access to a wider range of natural history programs for adults.</p>
	<p>Strategy 2: Increase appropriate recreation and access in public and private natural areas.</p>	<p>Action 1: Expand and improve opportunities and facilities for unstructured recreational opportunities such as hiking, fishing, bird watching, nature photography.</p>
		<p>Action 2: Create and maintain a functional network of paths and trails to and between natural areas.</p>
		<p>Action 3: Continue a week of celebration and awareness around local natural areas.</p>
	<p>Strategy 3: Provide natural history and cultural information at natural areas.</p>	<p>Action 1: Establish natural history interpretive activities on public and private natural areas.</p>
		<p>Action 2: Develop and implement state-of-the-art ecological, natural, and cultural history interpretive tools, including signs at public natural areas that do not detract from the natural aesthetic.</p>

TRANSPORTATION

VISION: Corvallis is a hub in a regional transportation system that includes sustainable transportation modes for people and goods.

<p>Goal 1: By 2015, efficient alternatives for transportation to destinations beyond Corvallis will be increased.</p> <p>Metrics: Ridership on transportation systems Number of connecting points between transportation systems Number of locations and number of people served</p> <p>Baseline:</p>	<p>Strategy 1: Increase the use of existing transit system options, such as CTS and Amtrak.</p>	<p>Action 1: Advertise existing transit system connections.</p>
		<p>Action 2: Promote maps showing points of connection between transit systems.</p>
		<p>Action 3: Make transit systems easier to use by decreasing wait times and coordinating fares.</p>
	<p>Strategy 2: Strengthen transit system connections to other communities.</p>	<p>Action 1: Encourage collaboration among local and regional transportation organizations.</p>
		<p>Action 2: Coordinate regional transit system schedules.</p>
		<p>Action 3: Increase transit system routes and runs throughout the region.</p>
	<p>Strategy 3: Provide transportation to recreation areas.</p>	<p>Action 1: Promote recreation transportation services, such as Peak Ski Bus, Coast to Valley Express, and Valley Retriever.</p>
		<p>Action 2: Promote Parks and Recreation outings with shared or provided transportation.</p>

TRANSPORTATION (cont.)

<p>Goal 2: By 2020, community members will reduce per-capita gasoline consumption to 90 gallons annually, 50% below 2008 levels.</p> <p>Metrics: Gallons of gasoline per capita per year</p> <p>Baseline (2008): 180 gallons annually per capita in Corvallis</p>	<p>Strategy 1: Offer public and private incentives to encourage employees, shoppers, and students to walk, cycle, or use mass transit.</p>	<p>Action 1: Expand hours, frequency, and range of city buses, and continue to offer fareless transit.</p>
		<p>Action 2: Provide incentives to walk, cycle, or bus to businesses, such as discounts and covered bike parking.</p>
		<p>Action 3: Provide free audits of transportation energy use so that people learn to meet their transportation needs more efficiently.</p>
	<p>Strategy 2: Foster a culture of cycling in the community.</p>	<p>Action 1: Assist people in overcoming barriers to cycling, such as physical ability, safety, wet weather, darkness, and carrying other people and goods.</p>
		<p>Action 2: Sponsor an annual World Car Free Day in Corvallis event.</p>
		<p>Action 3: Promote multigenerational cycling activities.</p>
	<p>Strategy 3: Encourage the use of fuel-efficient and renewable energy vehicles.</p>	<p>Action 1: Purchase fuel-efficient and renewable energy vehicles for fleets, such as at the City and OSU.</p>
		<p>Action 2: Promote fuel-efficient and renewable energy carshares.</p>
		<p>Action 3: Encourage people to use fuel-efficient and renewable energy vehicles, when owning or renting a personal vehicle is necessary.</p>

TRANSPORTATION (cont.)

<p>Goal 3: By 2020, single occupancy motor vehicle trips will be reduced by 20% below 2008 levels.</p> <p>Metrics: Vehicle trips</p> <p>Baseline: 515,000 vehicle trips in 1991</p>	<p>Strategy 1: Encourage people to make long-term decisions that reduce or eliminate the need to own motor vehicles.</p>	<p>Action 1: Assist people in setting personal annual goals for sustainable transportation.</p>
		<p>Action 2: Encourage people to live near their jobs, schools, shops, and places of recreation.</p>
	<p>Strategy 2: Encourage organization members and employees to walk, bike, use mass transit, or carpool.</p>	<p>Action 1: Encourage organizations to arrange carpooling to meetings and events.</p>
		<p>Action 2: Provide incentives for employees to commute sustainably.</p>
		<p>Action 3: Implement Transportation Demand Management (TDM) and support Employee Transportation Coordinators (ETC) at businesses and institutions.</p>
	<p>Strategy 3: Implement land use strategies that encourage sustainable modes of transportation.</p>	<p>Action 1: Support land use planning policies that result in walkable, bikeable, mixed-use neighborhoods.</p>
		<p>Action 2: Educate the public about “Healthy Streets,” which promote cycling and walking, in collaboration with the City of Corvallis.</p>
		<p>Action 3: Expand the network of multimodal paths and public transit to connect all community members to neighborhood centers and downtown.</p>

WASTE PREVENTION

VISION: Corvallis is a waste-free community.

<p>Goal 1: By 2020, the recycling rate for the Corvallis community will be 75%. Recycling rate is defined as total pounds of waste recovered (recycled, composted or reused) divided by the total waste generated (recovered and landfilled).</p> <p>Metrics: Tons recycled divided by total tons disposed less industrial tons</p> <p>Baseline (2007): 45.2% recycling rate</p>	<p>Strategy 1: Collect all organic waste (yard debris and food waste) for alternative uses.</p>	<p>Action 1: Promote curbside pickup of food waste for residential and commercial collection programs.</p>
		<p>Action 2: Promote use of durable, recyclable, and/or other non-disposable take-out containers and food serving ware.</p>
		<p>Action 3: Develop and implement a program to educate residents, businesses, and institutions about existing opportunities for composting and/or reuse of organic materials.</p>
	<p>Strategy 2: Divert landfill-bound construction waste to existing or new facilities for recycling.</p>	<p>Action 1: Develop a program to educate building contractors and homeowners regarding existing opportunities for recycling and/or reuse of construction materials.</p>
		<p>Action 2: Research models for private and public deconstruction operations (i.e., dismantling of residential and commercial structures in a way that allows for reuse of building materials).</p>
		<p>Action 3: Establish and/or promote deconstruction operations.</p>
	<p>Strategy 3: Increase amount of recyclable material collected from businesses, institutions and residences (single- and multi-family).</p>	<p>Action 1: Support and expand existing programs that offer waste audits for businesses, institutions and residences.</p>
		<p>Action 2: Develop and implement a comprehensive recycling education program that targets businesses, institutions and residences (single- and multi-family).</p>
		<p>Action 3: Identify materials commonly discarded by businesses because they are not part of the collection infrastructure.</p>

WASTE PREVENTION (cont.)

<p>Goal 2: By 2020, there will be a 50% reduction in the per capita weight of landfill disposal (discards)</p> <p>Metrics: Pounds per capita of landfill-bound waste</p> <p>Baseline: 1,496 lbs per person annually (2006)</p>	<p>Strategy 1: Increase education and promotion of existing waste reduction and reuse opportunities.</p>	<p>Action 1: Continue and expand the public outreach program that educates the community on waste reduction and reuse opportunities (i.e. Recycling Block Captains, ReUse Directory, etc.).</p>
		<p>Action 2: Continue to strengthen and implement a K-12 curriculum on waste reduction and reuse.</p>
		<p>Action 3: Increase the number and availability of technical education programs that teach repair skills at secondary and continuing education levels.</p>
	<p>Strategy 2: Increase opportunities for materials reuse.</p>	<p>Action 1: Continue to update, distribute and promote the directory of businesses and non-profits that will accept items for reuse, including the development of an online version.</p>
		<p>Action 2: Identify and promote organizations and businesses that provide on-site collection of reusable items (e.g. furniture, appliances, etc.) from residential and commercial customers.</p>
		<p>Action 3: Facilitate establishment of "neighborhood lending libraries" for tools and other items.</p>
	<p>Strategy 3: Provide incentives and establish policies that encourage reduction of per capita landfill-bound waste.</p>	<p>Action 1: In response to the city's single-use plastic bag ban and paper bag fee, continue to develop and implement an educational and promotional program to help people transition from single-use plastic and paper bags to reusable alternatives.</p>
		<p>Action 2: Structure the city franchise agreement so that it is more profitable for the hauler to reduce, rather than to increase, the volume of landfill-bound waste disposed per capita.</p>
		<p>Action 3: Research residential waste collection systems that provide a variety of incentives (monetary and non-monetary) for reducing landfill-bound waste.</p>

WASTE PREVENTION (cont.)

<p>Goal 3: By 2020, the Corvallis community will increase proper disposal of hazardous waste by 75%.</p> <p>Metrics: Number of customers participating annually in household hazardous waste disposal events</p> <p>Baseline: 3,027 customers (2007)</p>	Strategy 1: Provide increased education to residents, businesses, and institutions regarding proper disposal of hazardous waste.	<p>Action 1: Utilize additional media opportunities to publicize hazardous waste collection events.</p> <p>Action 2: Promote existing resources that provide information about how to properly dispose of specific hazardous materials, including education on which items are hazardous.</p>
	Strategy 2: Broaden opportunities for proper disposal of hazardous waste.	Action 1: Establish and promote a hazardous waste facility that is open year-round.
		Action 2: Research, implement and promote a pharmaceutical take-back program that is available year round.
		Action 3: Explore alternative methods of disposing of toxics, such as mycological remediation.
	Strategy 3: Promote non-toxic and less toxic alternatives.	Action 1: Launch a public awareness campaign to promote non-toxic alternatives to toxic cleaning products.
		Action 2: Establish purchasing policies at public institutions that give preference to non-toxic alternatives to toxic products for cleaning, building repair and maintenance, landscape maintenance, and automotive repair and maintenance.
		Action 3: Establish recognition programs for "toxic-free" environments at businesses, schools, government facilities, and other institutions.

WATER

VISION: Water conservation efforts decrease the amount of water city residents use, and streams and creeks are clean and clear.

<p>Goal 1: By 2050, there will be a 50% reduction in the water flow (quantity) from 2008 annual levels through the Corvallis municipal water systems (currently including the Taylor and Rock Creek Water Treatment Plants, Wastewater Treatment Plant, and storm water piping system).</p> <p>Metrics: Gallons/year total volume, not adjusted for population growth or any other factor.</p> <p>Baseline: Annual flows (2008): Wastewater treatment plant = 4 billion gallons. Storm-water through the treatment plant = 0.76 billion gallons. Storm-water directly into waterways = 1.52 billion gallons. Drinking water = 2.76 billion gallons</p>	<p>Strategy 1: Develop programs to reduce water level flows by addressing individual and organizational water/wastewater use patterns.</p>	<p>Action 1: Adopt individual plans and goals to reduce drinking, sewer and storm water flow levels resulting from personal water/wastewater use patterns.</p>
		<p>Action 2: Provide recognition and economic incentive programs for reduced usage of the three municipal water systems.</p>
		<p>Action 3: Evaluate both residential and institutional usage patterns of the three municipal water systems and current water use reduction programs. Recommend new programs targeting lowering water-use patterns.</p>
	<p>Strategy 2: Install water-efficient technologies that reduce annual flow through municipal tapwater, wastewater, and stormwater pipes.</p>	<p>Action 1: Promote and incentivize water-efficiency technologies to all property owners and, during the permitting phase, require such technologies on all water-related systems.</p>
		<p>Action 2: Promote state-sanctioned water-efficiency wastewater technologies that safely reduce municipal wastewater flow for all existing buildings and, for all relevant building permits, require technologies that result in reductions. These technologies could include composting toilets, graywater re-use, and on-site biological wastewater treatment systems.</p>
		<p>Action 3: Promote Low Impact Development (LID) techniques for all properties and, when issuing building permits, require use of LID techniques. These techniques include minimizing pavement/building footprint plus installing rain gardens, infiltration trenches, permeable pavers, rainwater harvesting systems, green roofs, vertical gardens, drought-tolerant/layered vegetation, and “permaculture” design techniques.</p>
<p>Strategy 3: Develop alternative water sources that will reduce current flow levels in the municipal piping systems.</p>	<p>Action 1: Install community sustainable water demonstration sites in high-traffic and accessible existing enterprises that demonstrate large-scale usage of alternate water sources, such as rainwater and graywater.</p>	
	<p>Action 2: Develop a system for reclaiming municipal treated wastewater for state-approved functions within the City of Corvallis.</p>	

WATER (cont.)

<p>Goal 2: By 2025, Corvallis watersheds will be revived to conditions that provide healthy habitat characteristics that support reproducing populations of cold water native fish as indicator species of aquatic health in Corvallis principal streams.</p> <p>Metrics: % of self-sustaining cold water native fish populations compared to non-native fish</p> <p>Baseline:</p>	<p>Strategy 1: Evaluate current stream habitat characteristics and develop a plan to meet the designated federal or state standards, whichever is higher.</p>	<p>Action 1: Evaluate the presence and conditions of cold water native fish in the waterways.</p>
		<p>Action 2: Engage property owners adjacent to principle streams in the evaluation of the healthy habitat characteristics, such as diversity and biomass of native riparian vegetation and native aquatic fauna, natural stream flow patterns, and a functioning underground hyporheic zone.</p>
		<p>Action 3: Engage property owners adjacent to principle streams in the planning process to remediate, where necessary, stream characteristics and to preserve the existing healthy stream characteristics.</p>
	<p>Strategy 2: Reduce or eliminate piped stormwater from draining directly into streams.</p>	<p>Action 1: Evaluate the number and impact of direct storm drain outfalls on local waterways.</p>
		<p>Action 2: Open and set back piped stormwater outfalls that drain directly into streams.</p>
		<p>Action 3: Construct velocity-reducing wetlands and/or buffers between selected piped stormwater outfalls and stream channels.</p>
		<p>Action 1: Pursue acquisition or easement to protect land along principle stream corridors.</p>
	<p>Strategy 3: Improve and protect Corvallis urban stream corridors to provide habitat characteristics that support cold water native fish.</p>	<p>Action 2: Implement plans to improve healthy stream characteristics.</p>
		<p>Action 3: Evaluate and develop plans to increase sufficient vegetation throughout the Corvallis watersheds that will provide ecological and hydrological support to cold-water native fish in the streams.</p>



MEMORANDUM

DATE: February 3, 2014
TO: Mayor and City Council
FROM: Jason Yaich, Associate Planner
SUBJECT: Staff Recommended Motion for OSU Street Standards Text Amendment (LDT13-00001)

Page 2, of the January 14, 2014, staff memorandum to City Council includes options for a Council decision on the above referenced case, as well as a recommended motion. For your convenience, staff is reiterating the options and recommended motion below:

Options

The City Council is requested to make one of the following decisions regarding the Text Amendment proposal:

- Option 1: Approve the application as recommended by the Planning Commission;
or
- Option 2: Approve the application with the addition of City Council revisions; or
- Option 3: Deny the application.

Based on findings in support of the application presented in the November 13, 2013, Staff Report to the Planning Commission, additional revisions presented by Staff at the November 20, 2013, public hearing, and findings in support of the application made by the Planning Commission during deliberations on the request, Staff recommend the Council choose Option 1. A decision under Option 1 would approve the application and incorporate the Staff and applicant recommended Code text, as presented in the November 20, 2013, Staff Memorandum to the Planning Commission (Exhibit D). If the City Council accepts this recommendation the following motion is suggested:

Action / Recommended Motion

I move to approve the OSU Land Development Code Text Amendment application (LDT13-00001) amending LDC Chapter 3.36, as provided by Staff in Exhibit A to the January 14, 2014, Staff Report, subject to approval of formal findings and an ordinance.



MEMORANDUM

DATE: January 31, 2014

TO: Mayor and City Council

FROM: Jason Yaich, Associate Planner

SUBJECT: Final Written Argument from Applicant Related to the OSU Street Standards Land Development Code Text Amendment (LDT13-00001)

During the January 21, 2014, City Council public hearing for the OSU Street Standards text amendment, the City Council received a request to hold the written record open and granted that request. The record was held open until 5pm, January 28, 2014.

The applicant has submitted final written argument, which is attached to this memorandum for your review.



Campus Operations - Office of Capital Planning & Development
3015 SW Western Blvd. | Corvallis, Oregon 97333
Phone 541.737.3102

January 31, 2014

Mayor and City Council
c/o The City Manager's Office
501 SW Madison Avenue
Corvallis, OR 97333

Subject: Final Written Arguments in Response to Additional Testimony on OSU Street Standards LDC Text Amendment (LDT13-00001)

Dear Mayor Manning and Members of the City Council:

Oregon State University (OSU) staff have reviewed the additional written testimony submitted following the January 21, 2014 City Council hearing, and the following is OSU's response to concerns raised by Mr. Rick Hangartner's letter dated January 28, 2014.

ITEMS 1 AND 2: THE OSU ZONE IS A MAJOR BARRIER IN THE HEART OF CORVALLIS TO NORTH-SOUTH TRAFFIC FLOW.

The proposed text amendment will maintain all existing private north-south streets running through campus, as illustrated by Figure 3.36-3: OSU Street Standards by Category (refer to City Council Staff Report, Exhibit A, page 26 of 30). Anyone traveling by foot, bicycle, bus or automobile will continue to have the same level of access to and through campus. OSU will continue to provide the fundamental elements of a standard public street for vehicles, bicycles, pedestrians, and street trees. Furthermore, if adopted, the proposed changes to LDC Chapter 3.36 will help facilitate safer north-south connectivity by permitting OSU to install bike lanes on local facilities, which is currently not permitted under LDC Chapter 4.0 - Table 4.0-1 Street Functional Classification System (refer to proposed LDC Section 3.36.18.b.2 and 3.36.18.c.2 on pages 23 and 24 respectively of City Council Staff Report, Exhibit A). The proposed LDC text amendment is consistent with the city's Transportation Systems Plan, which facilitates multi-modal transportation throughout our community. Furthermore, the proposed changes are consistent with the Corvallis Comprehensive Plan, which lists Oregon State University as a "Special Area of Concern" (Article 13). Both of these documents provide for the development of street standards that support multi-modal transportation options, historic preservation, and protection of the natural environment.

ITEM 3: THE POORLY-CONCEIVED PARKING DISTRICT PLAN FORCES TRAFFIC FROM POINTS NORTH OF OSU TO PARK ON STREETS NORTH OF CAMPUS INSTEAD OF TRAVELING AROUND CAMPUS TO PARK ON THE SOUTH SIDE.

LDT 13-00001 is not part of the city's parking district plan. The proposed text amendment maintains all existing private roadways within the OSU Zone, including those that currently have on-street parking. OSU will continue to provide the fundamental elements of a standard city street and will meet or exceed the city's existing minimum dimensional requirements for those elements. The proposed text amendment simply allows OSU flexibility in the location of pedestrian facilities within the street right-of-way. Consequently, the proposed text amendment will have no impact on existing parking and traffic patterns.

ITEM 4: THERE ARE NUMEROUS UNADDRESSED CONSEQUENCES OF THE INTENT OF THE PARKING DISTRICT AND HOW THE REQUESTED LDC AMENDMENTS WOULD NOT REQUIRE OSU TO ADDRESS THE INCREASING PROBLEMS THAT ON-CAMPUS PLANNING DECISIONS HAVE CREATED FOR THE COMMUNITY.

LDT 13-00001 is independent of the city's parking district plan, and it will not change parking requirements or access to parking within the OSU Zone. The proposed text amendment requests variation in the location of standard public street components within the existing street right-of-way but does not modify the City's minimum dimensional standards for vehicle travel lanes, bike lanes, or sidewalks. The proposed changes would not remove existing streets or parking from campus.

ITEM 5: THE REQUEST ASKS FOR AMENDMENTS TO SECTION 3.36.50.8 PARKING IMPROVEMENTS, AND HAS OPENED THE DOOR TO CONSIDERATION OF THE ENTIRE SECTION AND ESPECIALLY NEW REQUIREMENTS ON OSU TO DRAMATICALLY INCREASE THE AVAILABILITY AND REDUCE THE PRICE OF ON-CAMPUS PARKING.

OSU's request for authorization to amend the Land Development Code specifically focused on the changes to the code that would allow more flexibility in the design of a standard street, specifically the location of pedestrian facilities and landscape strips within the street right-of-way. The Planning Commission unanimously approved this request, which did not include changes to how parking is provided and managed within the OSU Zone.

With respect to LDC Section 3.36.50.8 Parking Improvements, the only substantive change proposed is the addition of item 'j' which references the proposed street standards within the existing section on parking (refer to City Council Staff Report, Exhibit A, page 17 of 30). Specifically, the proposed language would allow on-street parking on OSU Streets to continue to be maintained, replaced, or modified within a street block where it already exists (refer to proposed LDC Section 3.36.18.b.4 and 3.36.18.c.4 on pages 24 and 25 respectively of City Council Staff Report, Exhibit A). This is consistent with what is currently permitted in the LDC Chapter 4.0 - Table 4.0-1 Street Functional Classification System. Thus, the proposed language simply clarifies in LCD Chapter 3.36 the fact that on-street parking is already a permitted activity in LDC Chapter 4.0.

ITEM 6: OSU RELIES ON THE ARGUMENT THEY ARE THE PASSIVE PRISONER OF HISTORICAL DECISIONS AND THEREFORE EXCEPTIONS SHOULD BE MADE IN THE PRESENT. THE CONTEMPORARY BUSINESS MODEL OSU HAS CHOSEN BRINGS WITH IT DIFFERENT, LEGITIMATE RESPONSIBILITIES TO MITIGATE THE IMPACTS OF THOSE CHOSEN BUSINESS ACTIVITIES ON THE WIDER COMMUNITY COMPARED TO THE HISTORICAL MODEL AND CIVIC CONTEXT IN WHICH THE HISTORICAL COMPROMISES WERE REACHED.

OSU's campus development began over a hundred years ago, and many of the existing streets do not comply with City standards. Many areas of campus cannot be brought into compliance with the existing code without negatively impacting the historic street trees, structures, and quads in the OSU National Historic District. The proposed text amendment will allow OSU to continue to provide multi-modal street improvements and infrastructure, but it will enable the university to do so in manner that is contextually sensitive to the campus' historic character.

The proposed text amendment will not reduce the university's obligation to provide the required safe pedestrian, bicycle, and vehicle transportation facilities within campus. Rather, the proposed text amendment will allow the university to replace and upgrade existing pedestrian, bike, and vehicular facilities in a manner that is responsive to the high-pedestrian volume on campus and the historic character of the campus and the surrounding community. Furthermore, the proposed text amendment is consistent with Corvallis Comprehensive Plan (e.g., 10.2.5, 10.2.6, 10.2.15, 11.6.4, 11.2.1, 11.5.10, 11.6.10), which acknowledges Oregon State University as a

“Special Area of Concern” (Article 13), which suggests an OSU Zone specific solution to the provision of transportation facilities.

ITEM 7: THE PUBLIC WOULD BE FAR BETTER SERVED BY MAYOR MANNING REQUESTING THAT COUNCIL JUST INCLUDE THIS REQUEST AS PART OF A COMPREHENSIVE REVIEW OF THE OSU MASTER PLAN.

The Land Development Code has an established process for text amendments whenever public necessity, convenience, and general welfare require such an amendment. The request before City Council is in response to recent development and projects currently in design and under construction, which will have a significant impact on campus streetscape and pedestrian connectivity. Throughout the application process, OSU has demonstrated the proposed text amendment is a response to a public necessity and in the general welfare of the citizens of Corvallis. The proposed text amendment, which has been developed to address existing and future needs, was supported by City staff and was unanimously recommended for approval by the Planning Commission. The proposed LDC text amendment before the Council would allow current projects under construction to provide safe, useful, direct pedestrian and bike connections throughout campus. Delaying the review of the proposed text amendment until the City’s review of the Campus Master Plan update is not in the general welfare of the community because street improvements associated with current construction projects would be completed in the interim resulting in inconsistent street profiles within campus. Furthermore, it is not consistent with the City’s text amendment process as stated in LDC Section 1.2.80.

Summary

The City Council has the authority to amend the Land Development Code whenever the public necessity, convenience, and general welfare require such amendment and where it conforms with the *Corvallis Comprehensive Plan* and other applicable policies. The proposed OSU Street standards will contribute to a transportation system that addresses community livability and respects the characteristics of existing natural features. The proposed street standards include flexibility in location and widths of pedestrian facilities, where preservation of significant trees, quads, and other open spaces is a concern. If adopted, the new standards will facilitate a more uniform street profile and a more cohesive streetscape within the OSU Zone, as well as help preserve existing significant trees which would otherwise be impacted by a blanket application of the City’s current standards street.

OSU staff appreciated the letter of support from Dr. and Mrs. Craig (January 28, 2014), as well as the opportunity to respond to the additional testimony submitted by Mr. Hangartner.

Respectfully submitted,



Rebecca Houghtaling, AICP
OSU Senior Planner