



FINAL AGENDA

FORREST C. SOTH CITY COUNCIL CHAMBER
4755 SW GRIFFITH DRIVE
BEAVERTON, OR 97005

REGULAR MEETING
MAY 16, 2005
6:30 P.M.

CALL TO ORDER:

ROLL CALL:

PROCLAMATIONS:

National Public Works Week: May 15 – 21, 2005

National Bike Month: May 2005

Peace Officers' Memorial Day: May 15, 2005

PRESENTATIONS:

05093 Beaverton Human Rights Advisory Commission Human Rights Essay
Contest Award Presentation

VISITOR COMMENT PERIOD:

COUNCIL ITEMS:

STAFF ITEMS:

CONSENT AGENDA:

05094 Liquor License Application: New Outlet – Beaverton Tobacco Warehouse,
Express Mart, Haggen Food & Pharmacy # 31

05095 Resolution Supporting City of Beaverton 2005-2007 Transportation and
Growth Management Grant Application (Resolution No. 3815)

05096 HOME Consortium Cooperation Agreement between Washington County,
the City of Hillsboro and the City of Beaverton for FY 2006-2008 and
Selection of HOME Option for 2006-2008

05097 Boards and Commissions Appointment: Wendy Kroger to
Planning Commission

Contract Review Board:

- 05098 Contract Renewal Between Unlimited Choices, Inc. and the City of Beaverton for the Adapt-A-Home Program
- 05099 Contract Renewal for Intergovernmental Agreement Between the Portland Development Commission (PDC) and the City of Beaverton for the Management of the Citywide Housing Rehabilitation Program

PUBLIC HEARINGS:

- 05100 Proposed Water Consumption Rate and Demand (Meter) Charge Increase for Operating the City's Water System (Resolution No.3816)
- 05101 Proposed Storm Drain Monthly Rate Increase for System Operations

ORDINANCES:

Second Reading:

- 05091 An Ordinance Annexing Property Located Immediately North of the Sunset Highway and Generally Southwest of NW Barnes Road to the City of Beaverton: Expedited Annexation 2004-0015 (Ordinance No. 4353)

EXECUTIVE SESSION:

In accordance with ORS 192.660 (2) (h) to discuss the legal rights and duties of the governing body with regard to litigation or litigation likely to be filed and in accordance with ORS 192.660 (2) (e) to deliberate with persons designated by the governing body to negotiate real property transactions and in accordance with ORS 192.660 (2) (d) to conduct deliberations with the persons designated by the governing body to carry on labor negotiations. Pursuant to ORS 192.660 (3), it is Council's wish that the items discussed not be disclosed by media representatives or others.

ADJOURNMENT

This information is available in large print or audio tape upon request. In addition, assistive listening devices, sign language interpreters, or qualified bilingual interpreters will be made available at any public meeting or program with 72 hours advance notice. To request these services, please call 503-526-2222/voice TDD.

PROCLAMATION

OFFICE OF THE MAYOR
CITY OF BEAVERTON



WHEREAS, public works services provided in our community are an integral part of our citizens' everyday lives; and

WHEREAS, the support of an understanding and informed citizenry is vital to the efficient operation of public works systems and programs such as water, sewers, streets, highways, and public buildings; and

WHEREAS, the health, safety, and comfort of this community greatly depends on these facilities and services; and

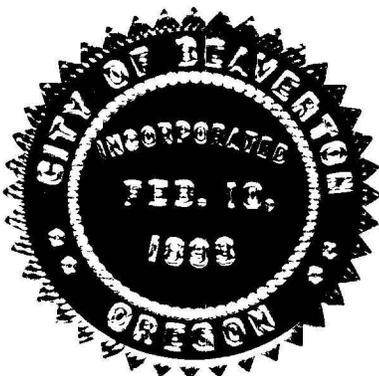
WHEREAS, the quality and effectiveness of these facilities are vitally dependent upon the efforts and skill of public works officials; and

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

NOW, THEREFORE, I, ROB DRAKE, MAYOR, of the City of Beaverton, Oregon, do hereby proclaim May 15 - 21, 2005, as

NATIONAL PUBLIC WORKS WEEK

in the City of Beaverton and call upon all citizens to recognize the contributions that public works officials make every day to our health, safety, and comfort.



Rob Drake
Mayor

PROCLAMATION

OFFICE OF THE MAYOR CITY OF BEAVERTON



- WHEREAS,** the bicycle is a viable and environmentally sound form of transportation and an excellent form of recreation; and
- WHEREAS,** bicycle commuting is an effective means to conserve energy; and
- WHEREAS,** bicycle commuting helps improve the livability of communities by reducing traffic noise and congestion; and
- WHEREAS,** 2005 marks the 49th year that the national non-profit bicycling safety and education association the League of American Bicyclists has declared the month of May to be National Bike Month; and
- WHEREAS,** bicycle clubs, schools, parks and recreation departments, police departments, hospitals, companies and civic groups throughout the state will be promoting bicycling as a wholesome leisurely activity as well as an environmentally-friendly alternative to the automobile during the month of May, 2005; and
- NOW, THEREFORE,** I, **ROB DRAKE, MAYOR, CITY OF BEAVERTON, OREGON,** do hereby proclaim the month of **MAY 2005** as:

NATIONAL BIKE MONTH

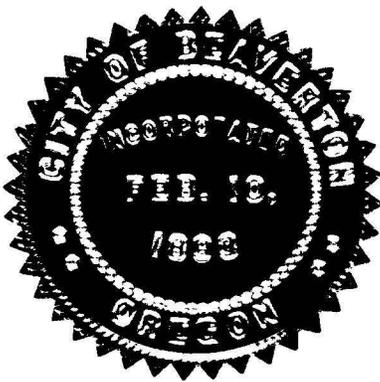
May 16 through May 20, 2005 as:

BIKE TO WORK WEEK

and Friday, **May 20, 2005 as:**

BIKE TO WORK DAY

in the City of Beaverton and urge all citizens to support bicycle commuting by riding their bike to work at least one day during the month of May.



Rob Drake, Mayor

PROCLAMATION

OFFICE OF THE MAYOR
CITY OF BEAVERTON



WHEREAS, the Congress of the United States of America has designated the week of May 15th to be dedicated as "National Police Week" and May 15th of each year to be "Peace Officers' Memorial Day " in honor of the Federal, State and Municipal Officers who have been killed or disabled in the line of duty; and

WHEREAS, it is known that every 57 hours an American Police Officer will be killed in the line of duty somewhere in the United States and 189 officers will be seriously assaulted in the performance of their duties; and

WHEREAS, law enforcement officers are our guardians of life and property, defenders of the individual right of freedom, warriors in the war against crime, and dedicated to the preservation of life, liberty and the pursuit of happiness; and

WHEREAS, the City of Beaverton is very proud of our law enforcement officers and wish to recognize their commitment to the public safety profession; and

WHEREAS, the Beaverton Police Department provides the highest quality service, preserving human rights, lives and property; and

WHEREAS, Beaverton Police are committed to the highest professional standards, working in partnership with our citizens, to meet the challenges of reducing crime, creating a safer environment, and improving our quality of life;

NOW, THEREFORE, I, ROB DRAKE, MAYOR, City of Beaverton, Oregon, do hereby proclaim May 15, 2005 as:

PEACE OFFICERS' MEMORIAL DAY

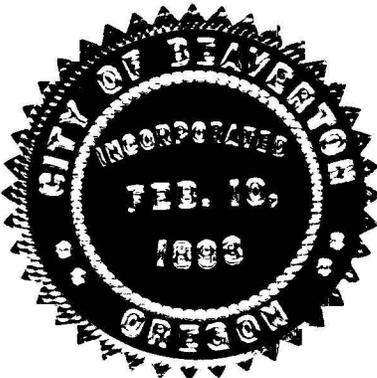
and, the week of May 15 - 21, 2005 as:

NATIONAL POLICE WEEK

In the City of Beaverton to call attention to the Beaverton Police for the outstanding service they provide to our community. I also call upon our citizens to express their thanks to the men and women who make it possible for us to leave our homes and family in safety each day and return to our home knowing they are protected by men and women willing to sacrifice their lives if necessary, to guard our loved ones, property, and government against all who would violate the law.

A handwritten signature in cursive script, reading "Rob Drake".

Rob Drake
Mayor



AGENDA BILL

**Beaverton City Council
Beaverton, Oregon**

SUBJECT: Beaverton Human Rights Advisory
Commission Human Rights Essay Contest
Award Presentation

FOR AGENDA OF: 05-16-05 **BILL NO:** 05093

Mayor's Approval: 

DEPARTMENT OF ORIGIN: HR 

DATE SUBMITTED: 04-22-05

PROCEEDING: Presentation

EXHIBITS: None

BUDGET IMPACT

EXPENDITURE REQUIRED \$0	AMOUNT BUDGETED \$0	APPROPRIATION REQUIRED \$0
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HISTORICAL PERSPECTIVE:

The Beaverton Human Rights Advisory Commission sponsored the first annual essay contest this year asking Beaverton school children what they think about human rights. An essayist could use any medium to convey their ideas – written or spoken word, film, music, clay, paint, etc. Commissioners judged the entries on the ability to show a comprehensive understanding of acceptance in a creative style.

INFORMATION FOR CONSIDERATION:

2005 Human Rights Essay Contest Winners

Elementary School:

Winner: Emily Cowell, Grade 5 – Art – “We Can All Be Loved”

Runner up: Toya Sirimongkarakorn, Grade 3 – Essay – “What Toya Thinks About Civil Rights”

Runner up: Matthew Twete, Grade 5 – Poem – “Emancipation”

Middle School:

Winner: Eleah Neubouer, Grade 8 – Essay – “You, But Not YOU”

Runner up: Lauren Deots, Grade 7 – Essay – “The Rights We Are Given”

Runner up: Elizabeth Fennelly, Grade 6 – Essay – “Human Rights for Gays and Lesbians”

High School:

Monica Mohan, Grade 9 – Art – “A Hand In Nature”

RECOMMENDED ACTION:

Listen to the presentation.

AGENDA BILL

**Beaverton City Council
Beaverton, Oregon**

SUBJECT: LIQUOR LICENSE APPLICATION: FOR AGENDA OF: 05/16/05 BILL NO: 05094

NEW OUTLET

Beaverton Tobacco Warehouse
12625 SW Canyon Rd.

Express Mart
2866 SW 153rd Dr.

Haggen Food & Pharmacy #31
9055 SW Murray Blvd.

MAYOR'S APPROVAL: 

DEPARTMENT OF ORIGIN: Police 

DATE SUBMITTED: 05/03/05

PROCEEDING: Consent Agenda

EXHIBITS: None

BUDGET IMPACT

EXPENDITURE	AMOUNT	APPROPRIATION
REQUIRED \$ 0	BUDGETED \$ 0	REQUIRED \$ 0

HISTORICAL PERSPECTIVE:

Background investigations have been completed, and the Chief of Police has found that the applicants meet the standards and criteria as set forth in B.C. 5.02.240. The City has published in a newspaper of general circulation a notice specifying the liquor license applications.

INFORMATION FOR CONSIDERATION:

Vishal Nishar and Karnika Jhaveri have made application for an Off-Premises Sales Licenses under the trade name of Beaverton Tobacco Warehouse. The establishment is a tobacco store. Its hours of operation are Monday through Thursday, 9:00 a.m. to 8:00 p.m., Friday and Saturday, 9:00 a.m. to 10:00 p.m., and Sunday, 10:00 a.m. to 5:00 p.m. There is no entertainment offered. An Off-Premises Sales License allows the sale of malt beverages, wine, and cider to go in sealed containers.

Ha Alkhatib has made application for an Off-Premises Sales Licenses under the trade name of Express Mart. The establishment is a convenience store. Its hours of operation are Monday through Saturday, 6:00 a.m. to 10:00 p.m., and Sunday, 8:00 a.m. to 10:00 p.m. There is no entertainment offered. An Off-Premises Sales License allows the sale of malt beverages, wine, and cider to go in sealed containers.

Haggen, Inc. has made application for an Off-Premises Sales Licenses under the trade name of Haggen Food & Pharmacy #31. The establishment is a retail supermarket. It is open 24 hours a day, 7 days per week. There is no entertainment offered. An Off-Premises Sales License allows the sale of malt beverages, wine, and cider to go in sealed containers.

RECOMMENDED ACTION:

The Chief of Police for the City of Beaverton recommends the City Council approve the OLCC license applications.

AGENDA BILL
Beaverton City Council
Beaverton, Oregon

SUBJECT: Resolution Supporting City of Beaverton 2005-2007 Transportation and Growth Management Grant Application

FOR AGENDA OF: 05/16/05 **BILL NO:** 05095

Mayor's Approval: *Linda G. Laddland*
Mayor Peter Tom
DEPARTMENT OF ORIGIN: Mayor's Office *L. Laddland*

DATE SUBMITTED: 05/03/05

CLEARANCES: City Attorney *AK*
Econ. Dev. *AK*
Finance *Rochie*

PROCEEDING: Consent

- EXHIBITS:**
- 1: City of Beaverton/City of Hillsboro Parking Solutions Strategy Application (version attached is substantially complete)
 - 2: City of Beaverton Resolution
 - 3: City of Hillsboro Resolution

BUDGET IMPACT

EXPENDITURE	AMOUNT	APPROPRIATION
REQUIRED \$7,500*	BUDGETED \$7,500	REQUIRED \$0

* Budgeted in 05/06 Budget under line item 001-10-0654-511

HISTORICAL PERSPECTIVE:

The State of Oregon's Transportation and Growth Management (TGM) Program is a joint program of the Oregon Department of Transportation (ODOT) and the Oregon Department of Land Conservation and Development. The TGM Program provides funding for planning projects that lead to more livable, transportation-efficient, compact, pedestrian-friendly communities. Pending legislative approval, up to five million dollars will be available for grants to local jurisdictions for the 2005-07 biennium. Grants are awarded in two categories; Category 1 is for Transportation System Planning, and Category 2 is for integrated land use and transportation planning.

The City of Beaverton has applied for and received funding for seven TGM grant projects over the last eight years, with the grant amounts for these projects totaling \$432,000.

The *Beaverton Downtown Regional Center Development Strategy* that was completed last summer as the result of a grant from Metro, states, "one of the most significant barriers to achieving the density in downtown Beaverton required by the 2040 Center design type is adequate parking...within the next 10 years, the City must ensure that structured parking is available in downtown Beaverton."

INFORMATION FOR CONSIDERATION:

The application deadline for TGM grant applications for the 2005-2007 biennium funding cycle is May 23, 2005. City staff submitted a pre-application proposal to the TGM Program on February 17, 2005 for a "downtown parking district analysis". The City of Hillsboro also submitted a pre-application proposal to the TGM Program for a "parking alternatives solution". After considering comments on the pre-application from TGM program staff, the cities of Beaverton and Hillsboro have decided to submit a joint application for funding. The cities of Beaverton and Hillsboro have a history of working together and this joint application will create economies of scale for a parking study.

This grant will: 1) analyze the existing locations of city-owned parking lots and provide recommendations for consolidation of lots in areas which could accommodate parking structures in the future; 2) determine the cost and feasibility of constructing parking structures; 3) recommend Development Code text amendments that will allow off-site parking that will encourage stronger urban form and reduce the minimum parking requirements; and 4) provide recommendations for managing existing surface parking lots and methods of financing a Parking District.

The attached City of Beaverton Resolution memorializes Council's support for the proposed 2005-07 biennium TGM grant application.

RECOMMENDED ACTION:

Approve the attached City of Beaverton Resolution, authorize the Mayor to sign the 2005-2007 TGM Grant Application, and authorize the City to submit the application to ODOT.

**CITY OF BEAVERTON/CITY OF HILLSBORO PARKING SOLUTIONS
STRATEGY
APPLICATION FOR TGM FUNDING 2005-2007**

1. Complete the TGM Grant Application Form

Application Form is attached and was also submitted in electronic form to Cindy Lesmeister.

2. Project Proposal

A. Eligibility Requirements

1. Requirement: The applicant is eligible to receive a TGM grant.

Response: The City of Beaverton and the City of Hillsboro are both eligible to receive TGM grants.

2. Requirement: The project has a clear transportation relationship and benefits.

Response: The *City of Beaverton/City of Hillsboro Parking Solutions Strategy* (Project) has a clear transportation relationship and benefits. Within both downtown study areas of each Regional Center, the Project will:

- Identify and analyze current parking needs and issues in the two Regional Centers.
- Recommend downtown site opportunities for shared surface and structured parking facilities.
- Estimate the costs for construction and maintenance of surface and structured parking at such feasible opportunity sites.
- Describe timely conditions/circumstances for converting surface parking to structured parking at such opportunity sites.
- Recommend development code text amendments for each jurisdiction that provide incentives for shared and structured parking.
- Propose implementing measures for downtown parking districts in each Regional Center.

These Project work products will suggest parking-reduction-related actions, specific parking opportunity locations and thresholds for development of consolidated shared or structured parking facilities. They will also recommend changes to existing parking provisions within the Beaverton and Hillsboro development codes that support achievement of the Project's objectives.

3. Requirement: The project will result in adoption of a specific product or products that directly address the project objectives.

Response: The Project will recommend how to efficiently and strategically address downtown core area parking needs and shortages that exist within the Beaverton and Hillsboro Regional Centers. These recommendations will prescribe parking-related development code amendments, possible land assembly opportunities to create centrally located downtown public parking facilities, including possible strategic applications of land acquisition for development of parking facilities, and how to establish parking districts.

Objective	Product	Proposed Outcomes
Describe and analyze problems and inadequacies of existing downtown public parking code requirements	Recommended city development code amendments that address current code problems and inadequacies in each downtown area	Adoption of development code amendments for each jurisdiction for on- and off-site parking requirements
Identify potential parking facility sites (individual or joint public and private opportunity sites) within each downtown area	Site- specific inventory of potential (surface or structured) parking facility sites in both jurisdictions Strategies for land acquisition for shared parking facilities in each jurisdiction	Potential land assembly opportunities for centrally-located downtown public parking in each jurisdiction
Determine cost/ feasibility of constructing structured parking	Analysis of the feasibility of constructing parking structures	Eventual construction of structured parking lots
Analyze the establishment of downtown parking district in each City	Proposed implementing measures for, and recommended methods to finance parking districts	Establishment of parking districts in each jurisdiction

4. Requirement: The project has support from local officials and other entities, as appropriate.

Response: The *City of Beaverton/City of Hillsboro Parking Solutions Strategy* Project is supported by Metro, Washington County, the Westside Transportation Alliance, Westside Economic Alliance, Hillsboro Downtown Business Association (HDBA), and TriMet. In addition, the Beaverton and Hillsboro City Councils and Chambers of Commerce support the joint application.

City of Beaverton – In addition to the attached letters of support from Regional agencies, several downtown Beaverton businesses support formation of a parking solutions strategy to address their parking needs. In May, 2004 as part of the *Beaverton Downtown Regional Center Development Strategy*, several downtown Beaverton property and business owners participated in a focus group. One of the

major themes that resonated from this focus group was that parking in downtown is a problem and needs to be addressed. Issues were wide ranging, from the need for more parking for employees and convenient parking for customers, to requiring too many on-site parking spaces for new developments and more enforcement of timed parking spaces.

City of Hillsboro – Finding a parking solution for downtown Hillsboro would implement recommendations from the City’s Hillsboro 2020 Vision. The *Hillsboro 2020 Vision Task Force* adopted this strategy for downtown Hillsboro:

Identify and encourage opportunities for redevelopment and renovations of retail, office, residential and mixed-used building, including financing strategies and construction projects, of the Downtown Hillsboro Core Area while maintaining the overall "small-town" character. ... Develop and secure funding for a downtown parking strategy and parking facilities.

The Hillsboro Downtown Business Association (HDBA) and Hillsboro Chamber of Commerce have submitted letters expressly supporting finding downtown Hillsboro parking solutions through this Project. Currently a number of downtown property owners want to renovate their properties and need downtown parking requirements to be met first in order to do so.

B. Award Criteria

1. Requirement: The project is timely.

Response:

City of Beaverton - The City of Beaverton received a TGM grant in 1997 for the *Regional Center Parking Strategy & Street Design Study*. This study provided a parking inventory, supply, and needs analysis for Beaverton’s Regional Center – an area much larger than the Beaverton Old Town. A draft parking plan and cross sections for specific regionally significant streets was included in that Study. Since the 1997 Parking study was completed, downtown Beaverton has been designated a Regional Center and has adopted Metro’s minimum and maximum parking requirements as outlined in the Urban Growth Management Functional Plan.

The City of Beaverton recently completed the *Beaverton Downtown Regional Center Development Strategy* in 2004. An excerpt from this document is provided below:

“There are several issues that Beaverton must address to be able to achieve 2040 Centers density: the City must have structured parking in downtown Beaverton and it must provide incentives that make it financially feasible for

developers to construct higher density projects before the market is otherwise ready.”

The City of Beaverton has completed all periodic review tasks but one. The City of Beaverton has adopted goals, policies, and actions to meet the regional non single-occupant-vehicle (sov) modal targets that are contained within Transportation Element of the Comprehensive Plan which went into effect in June, 2003. In addition to addressing non-sov targets within the Transportation Element of the Comprehensive Plan, the City has incorporated a policy action into that document that commits the City to “working with Metro and the Department of Land Conservation and Development in the City’s next Transportation Plan update to address local issues related to non-single-occupant-vehicle strategies”.

City of Hillsboro - The City of Hillsboro’s 1995 *Downtown Station Community Plan* identified inadequate downtown parking as a critical barrier to downtown redevelopment:

- There is no identifiable parking “system” downtown. Parking is a mixture of on-street parking and undefined public parking lots.
- No attempt is evident in utilizing off-hour private parking lots associated with various institutions in the downtown. Joint use parking is not being used as a solution to perceived parking shortages.
- As the parking strategies and ratios contained and called for in this plan approach capacity, the City should develop and implement a specific long range parking strategy for the Central Business District and planning area consistent with the goals, provisions and intentions of this Station Community Plan. Moreover, such a parking strategy should address the feasibility of creating a municipal parking district, the potential for a preferred location of structured parking in or near the CDB, and the development of a program to capitalize on shared parking opportunities in the station area community.

In compliance with Title 2 of the adopted Metro Urban Growth Management Functional Plan, the City of Hillsboro adopted amendments in May 2000 to the City Ordinance that establishes minimum and maximum parking requirements that are guided by and are consistent with parking zone requirements prescribed in the Hillsboro Parking Maximum Map. Essentially, the Hillsboro City Ordinance has two parking zones that are differentiated based on proximity to transit service. Areas with transit service within one-quarter mile walking distance for bus transit or one-half mile walking distance for light rail transit fall under Zone A, which includes Downtown Hillsboro. Subsequently, areas outside Zone A are classified Zone B. Recognizing the increase multi-modal opportunities that exist within Zone A areas, maximum parking requirements can be relaxed. This is central toward achieving a 10% reduction in the number of parking spaces per capita in MPO areas as stated in OAR 660-012-0045(c)(A). The expected reduction in needed on-site parking spaces that would occur as one result of this Project would accelerate Hillsboro’s

achievement of the aforementioned 10% reduction prescribed by OAR 660-01200045(c)(A).

A recently completed \$3.8 million *Downtown Street and Public Infrastructure Improvement Project* widened the Downtown Core sidewalks, improved its streets and repaired/expanded capacities of Downtown Core underground utilities. The public infrastructure conditions within the Downtown Core were vastly improved when Downtown water, storm drainage and sanitary sewer facilities were resized and relocated based on Downtown “build out” per urban densities and building mass permitted by the adopted *Downtown Station Community Plan* for the Downtown Regional Center. About \$1.6 million of the \$3.8 million project cost was funded by a *Downtown Core Area Local Improvement District (LID)*.

Hillsboro’s Downtown Redevelopment Project Advisory Committee (DRPAC), which is comprised of downtown business and property owners, prepared the *Final Project Report: Phases I and II Downtown Hillsboro Redevelopment/Revitalization* completed in 2003 with a DLCD technical assistance grant that funded project consultant services assisted by Hillsboro staff. During this project, the DRPAC determined that the current lack of adequate on-site or conveniently-located parking for Downtown merchants, businesses, services, housing and other civic/community events is a major and costly barrier to private Downtown redevelopment. This prevents the development in the Downtown Core of higher urban densities and the kinds of mixed uses recommended by the DRPAC for six priority sites. *The DRPAC agreed that removal of this barrier is an essential first step that must happen before any significant redevelopment will occur.*

The DRPAC strongly recommended preparation of a *Downtown Core Area Parking Strategy and Implementation Plan* to evaluate alternative parking solutions prescribing: (1) the types and locations of on-site and off-site vehicular parking within the Downtown Core; (2) the corresponding methods of land acquisition, construction and financing; and (3) respective participation of public and private Downtown stakeholders in parking solutions formation, financing and implementation.

The City of Hillsboro completed its required Comprehensive Plan Periodic Review in early 2004.

Beaverton/Hillsboro Project Need:

If awarded, the work products from this 2005-2007 TGM Grant would prescribe potential general and specific strategies and solutions to downtown parking needs and issues that continue to prevent downtown revitalization within the Beaverton and Hillsboro downtown core areas.

The joint Project proposed through this application would take the next logical steps following the 1997 Beaverton TGM grant and the recent Hillsboro Downtown

Revitalization technical assistance grant from DLCD. Unlike these previous grants, this Project will:

- Make specific recommendations for downtown parking-related development code amendments for each City.
- Prescribe proposed municipal code implementation measures for establishment of downtown parking districts.
- Focus on specific downtown sub areas or sites for potential opportunities for parking solutions within each Regional Center.
- Offer specific downtown parking-related implementing measures, including municipal code measures and potential site acquisition of land for establishment of shared parking facilities.
- Describe specific steps to establish, fund and manage parking districts and short vs. long-term parking facilities, as well as identify and describe the phasing triggers to move from surface and structured parking as appropriate and feasible in each downtown area.
- Estimate the costs for construction and maintenance of surface and structured parking.
- Describe timely conditions for converting surface parking to structured parking.

This Project is timely: The recent completion of the first phase of The Round, in downtown Beaverton that is adjacent to light rail and one block north of the Beaverton study area, and the completion of the Hillsboro Civic Center and 91-units affordable housing project in downtown Hillsboro will spur private downtown redevelopment in both downtown cores. In addition to these projects, Pacific University recently announced plans to build a new 225,000 square foot campus for its Optometry School and College of Health Professions in downtown Hillsboro. Development of the new campus will occur over the next three to five years. Although the campus will be located outside of the downtown study area, it is anticipated that the influx of students will significantly increase the demand for retail, services, and housing within Hillsboro's downtown core.

There have been several proposed developments in both Beaverton and Hillsboro that have either been shelved or reduced in scope due to parking requirements. A summary is provided below:

- City of Beaverton - An abandoned gas station sits on a very prominent, 100' x 100' parcel, in downtown Beaverton. This site was listed as a Brownfield by the Oregon Department of Environmental Quality. In 2004, a developer purchased the property with the intention of creating an interim use as a café, with a long-term use as a multiple story, mixed use building. The current minimum parking spaces required for a restaurant the size of the existing building is 23. With the amount of land already taken up by the existing building, and the amount of land that will be lost due to design requirements

(10 foot sidewalks and 5 foot landscape buffers), there is no possible way to fit 23 parking spaces on the available land.

- City of Hillsboro - Discussions between developers and Hillsboro staff regarding the upgrading or redevelopment of certain downtown retail and office spaces have quickly ended because of inadequate space for on-site parking to serve these uses under the City's development code. In one instance, a developer considered converting the second floor offices of an older building into apartments. This proposed conversion to mixed use would have required the developer to provide parking for the apartment residents. However, since the building covers the entire tax lot, there is no room for on-site parking.

This Project is ready to proceed: Beaverton and Hillsboro have the staff capacity to provide technical and project management services to this Project. Each City estimates and proposes to commit \$7,500 cash to this Project, for a **total cash commitment of \$15,000 to this project** as match for Project consultant selection, performance of supporting Project tasks, Project coordination with property owners and business owners, and management of the *City of Beaverton/City of Hillsboro Parking Solutions Strategy* process. In addition to a cash commitment, both communities are prepared to contribute in-kind staff time for management and administration for this Project.

Metro initiated its Regional Center Pilot Program in 2004 with a grant to the City of Beaverton to study why Regional Centers were failing to realize the 2040 Center design type. One of the primary reasons that local jurisdictions are not developing into the 2040 Center design type as quickly as desired is the lack of incentives, policies, and strategies to provide shared parking options and build structured parking.

This joint application can be viewed as taking the next step to address the parking issues that are outlined the *Beaverton Downtown Regional Center Development Strategy* that focuses on the parking issue. Although either Beaverton or Hillsboro could have applied separately for a TGM grant, a joint application will achieve economies of scale and be able to address some additional scenarios that exist in the other community. This joint TGM Project can be structured as a pilot project so that its products can be easily replicated to other Centers around the Metro Region.

2. **Requirement: The project objectives address the problem, need, opportunity, or issues described in the problem statement and provide a clear statement of expected outcomes.**

Response:

Problem Statement

Some key, common parking needs and issues within the downtowns of Beaverton and Hillsboro need resolution before downtown revitalization may occur. First, both downtown areas have a grid pattern of streets with extensive parcelization. Many of the buildings were built in the early to mid-1900's and lack on-site parking.

Dense downtown development is desired by both Cities. There is heavy parking demand on Broadway Street in Beaverton and Main Street in Hillsboro, but a substantial shortage of nearby parking spaces in both downtown areas. Beaverton Old Town is extensively parcelized and due to the current zoning requirements has an abundance of smaller buildings with on-site parking. The City of Beaverton has an existing Parking District that allows residents and employees to purchase parking permits to exceed posted parking time restrictions. The existing Parking District is inadequate because it does not address the requirement for on-site parking, it does not allow businesses to buy into the district to offset required parking on-site, and it does not have centrally located parking lots for optimal use of the downtown. Although the City of Hillsboro does not have an established Parking District, it utilizes parking meters and has a parking structure for commuter use and Courthouse use.

Several common parking issues exist within the downtowns of Beaverton and Hillsboro that have led to the submission of this application. The problems that exist within Beaverton and Hillsboro are summarized below:

- A grid pattern of streets exists with extensive parcelization;
- Block sizes are not conducive for providing on-site parking for individual development projects that meet development code requirements manageable (Hillsboro's blocks are 400' x 400' and Beaverton's are 200' x 200');
- Many of the buildings were built in the early to mid-1900's and lack on-site parking;
- Current development code language does not encourage strong urban form among buildings in the downtown core (off-site parking in "consolidated" parking facilities to count toward a development's parking requirement is not allowed);
- Many of the buildings were built in the 1960's and have an abundance of small buildings with on-site parking between the street and the buildings; and
- Property owners are finding that redevelopment of sites within the downtowns of Beaverton and Hillsboro is difficult because of the on-site parking requirements.

The problem lies in the dichotomy of the desire for higher densities of jobs and housing in the Regional Center and the reality of the current parking/zoning requirements discouraging full utilization of the land. The Beaverton Regional Center Parking Strategy project from 1997 did not offer specific recommendations on addressing this dichotomy, and this is one of the purposes of this proposed Project.

The *Beaverton Downtown Regional Center Development Strategy* recommended several key steps that would provide an appropriate basis for analysis of centers, including the Beaverton and Hillsboro Regional Centers:

- Increase understanding of physical characteristics of the center, including an inventory of parking.
 - Beaverton conducted a parking inventory in 1997, but the information needs to be updated.
 - A parking inventory of downtown Hillsboro was conducted in 1993, but the information needs to be updated.
- Discern and/or generate a consensus on community values and vision.
 - Beaverton completed this step in the early 1990's through a downtown study. In addition to this previous effort, the City continues to generate consensus on community values through active Neighborhood Associations and frequent contact with downtown business owners.
 - Hillsboro recently completed this through its visioning process which included a recommendation to pursue economic revitalization of the downtown.
- Identify key opportunity sites for further evaluation.
 - This step was conducted for the *Beaverton Downtown Regional Center Development Strategy*, however, parking opportunity sites were not specifically addressed.
 - Likewise, this step was conducted for the *Final Project Report: Phases I and II Downtown Hillsboro Redevelopment/Revitalization*, however, parking opportunity sites were not specifically addressed.
- Assess and package tools available to encourage site specific, private development. Incentive tools listed included grants, or loans for parking and subsidies for structured parking.
 - Beaverton and Hillsboro have not identified specific tools to address parking.

Project Objectives

All proposed city development code changes must comply with Regional requirements set by Title 2 of Metro's Regional Parking Policy (Metro code 3.07.210-3.07.220). Title 2 prescribes minimum and maximum parking space requirements applicable in Regional Centers for retail, office, mixed uses and residences.

Consolidated downtown shared or structured parking facility solutions from this Project can provide fewer overall parking spaces that will be used more efficiently and effectively by patrons of multiple downtown businesses and downtown residences.

The project objectives address the current parking issues described in the problem statement above, and provide a clear statement of expected outcomes. A table summarizing the relationship between the existing problems, the project objectives, and expected outcomes from the project is provided below:

Relationship Between Problem Statement, Project Objectives, and Expected Outcomes

Problem Statement	Project Objective	Expected Outcomes
Extensive parcelization	Consolidate parking into “shared” lots	Accommodate parking demand with more land efficient parking options
Lack of on-site parking	Analyze the current location of city-owned parking lots in each jurisdiction’s study area	Assemblage of land that will create centrally located public parking lots/structures that will maximize walking trips in each jurisdiction
Small buildings with on-site parking between street and building	Reduce on-site parking requirements	Create more urban building forms and reduce the number of on-site parking spaces
On-site parking requirements too high	Recommend text amendments to the Development Code that require fewer on-site parking spaces and recommend methods for creating and financing a parking district	Adoption of text amendments to the Development Codes in each jurisdiction that will 1) reduce on-site parking requirements, 2) encourage incentives for shared parking, and 3) establish a parking district
Unrealistic assumptions related to the cost of parking	Analyze the cost for construction and maintenance of surface and structured parking and provide recommendations for when to convert to structured parking	Provide hard data regarding the costs of construction and maintenance of parking and provide a recommendation for when to convert to structured parking to both jurisdictions

Opportunities

Much of the land within both downtown study areas are within a Metro 2040 “Regional Center” designation but also contain distinctive historic character associated with the colorful respective history of Beaverton and Hillsboro. Achievement of the objectives of this Project will support accomplishment of the intent of the Regional Center designation: Through shared or structured consolidated parking, Downtown Hillsboro and Beaverton Old Town District, which encompasses Beaverton’s original downtown, will be able to redevelop and revitalize existing buildings and business spaces while maintaining a healthy mix of uses, urban development scale and, at the street level, perpetuating much of their existing historic

design character and appearance while providing for a more dense mix of uses desired in a Regional Center.

Project Goals

This Project seeks to accomplish the following in both jurisdictions:

- Investigate implementation measures within the Regional Center that will reduce parking demand and lead to more efficient parking options.
- Analyze the current location of city-owned parking lots in the Project areas and recommend future locations for “consolidated parking lots” that could accommodate parking structures in the future.
- Recommend Development Code text amendments to encourage stronger urban building forms and assist in reducing the number of off-street parking spaces in the region.
- Recommend methods of financing Parking Districts, including funding, management, short vs. long-term parking facilities, and phasing triggers between surface and structured parking.
- Achieve support for the area’s parking analysis from local property owners, business owners, neighborhood groups, potential developers and other interested parties.
- Receive approval of the plan from the City Planning Commission and City Council.

3. Requirement: The project will make a significant contribution to achieving one or more TGM objectives.

Response: The Project is intended to achieve these TGM objectives:

- Through consolidated shared and/or structured downtown parking, the results of this Project will help to *create a downtown development pattern in Beaverton and Hillsboro that results in a balanced, multi-modal transportation system and enhanced opportunities for walking* consistent with TGM VMT reduction objectives supported by OAR 660-012-0035(8).
- The project is instrumental in achieving TPR efforts toward an overall 10% reduction in the number of parking spaces per capita in MPO areas as stated in OAR 660-012-0045(c)(A).
- *Increase efficiency in the use of land:* Downtown parking consolidation will result in full block development of structures, giving a more pleasant pedestrian experience than walking along a mixed pattern of parking and buildings.
- *Contribute to less expansion of the Portland Metro Urban Growth Boundary* by enabling maximized use of land within the Beaverton and Hillsboro Regional Centers. The maximized use of the land will help provide critical land mass within the downtown areas which is needed to support the use of transit and other non-SOV modes of travel to/from/within the downtowns.
- The Project will also provide an important template for acquisition of land to provide for consolidated shared or structure parking facilities.

4. Requirement: The project will make a significant contribution in one or more of the TGM focus areas for the 2005-2007 Biennium.

Response: The Project addresses three of the TGM focus areas:

- *Transportation Project Readiness* – this Project will make a significant contribution to transportation project readiness by implementing the 2040 Growth Concept, specifically the Beaverton and Hillsboro Regional Center designations and RTP Policy 19.1 Regional Parking Management. These regional policies are considered strategies for achieving a transportation system and development pattern that results in a balanced, multi-modal transportation system.
- *Contribution to Economic Revitalization* – this Project will contribute to downtown economic revitalization by stimulating more dense residential and job development within the two Regional Centers. Metro’s Urban Growth Functional Plan set average density targets for housing and employment within the Regional Center design type at 60 persons per acre. This Project will accelerate Beaverton and Hillsboro’s progress toward achieving these density targets.
- *Local Planning to Implement the 1999 Oregon Highway Plan:* The 1999 Oregon Highway Plan Policy 1B states that cities should develop and implement plans that support compact development and implement plans, strategies, and local ordinances that encourage infill, redevelopment, and compact development; provide public and shared parking; and create convenient circulation within the center. The City of Hillsboro intends to pursue Special Transportation Area (STA) or Urban Business Area (UBA) status along the Route 8 couplet located in downtown Hillsboro. This will enable greater mutual understanding of how management of the highway interrelates with land use planning, thereby benefiting both local government and ODOT planning.
- Metro’s *Required and Optional Actions to Achieve RTP Modal Targets* requires, at a minimum, that cities consider and implement Parking Strategies including parking pricing/parking meters, timed parking, subsidized parking structures in mixed use areas, shared parking, and parking lot placement/building orientation.

5. Requirement: The approach, budget, and products are reasonable considering the benefits of the project and the work proposed is reasonably likely to achieve the project objectives.

Response:

a. Project Organization:

Preparation of the *City of Beaverton/City of Hillsboro Parking Solutions Strategy* will involve the following tasks:

- Project Start-up/Hire Consultant. Form a Project Advisory Committee (PAC) to oversee the Project. This Committee will include Beaverton and Hillsboro staff representatives from respective planning, transportation and Administration offices and the ODOT TGM Grant Manager. Staff will prepare an RFP with the assistance of the PAC to hire a Project consultant.
- Analysis of Existing Conditions. Staff will provide information and the various Beaverton and Hillsboro studies, plans and documents cited in this TGM application to the Project consultant. The consultant will analyze and summarize

study area conditions. The Project scope of work will avoid duplication of previous efforts from the 1997 parking strategy.

- Provide Recommendations and Parking Implementing Strategy. The Project consultant will recommend potential opportunity sites/locations within the Beaverton and Hillsboro downtown areas for shared surface or structured parking facilities and the conditions and development program steps necessary to enable surface parking facilities to convert to structured parking facilities over time. The consultant will identify potential opportunity sites for shared parking facilities. The consultant will also recommend specific city development code amendments that provide measures that encourage and facilitate the development and use of appropriate forms of shared parking in the downtown areas. The consultant will propose implementation and management measures for downtown parking districts, including funding, management, short vs. long-term parking facilities, and phasing triggers between surface and structured parking. All recommendations will be accompanied by an implementing strategy.
- Stakeholder Review
Project open houses in Beaverton and Hillsboro will be held to gather from, and dispense Project information to, downtown stakeholders and interested parties. In addition, follow-up meetings with the Project Advisory Stakeholders will be conducted to formulate and discuss Project direction. The PAC will have several meetings during Project development to review the work products and work progress of the Project consultant.
- Adoption. As appropriate, Project work products and recommendations will be taken to the City Planning Commissions for review of the recommendations, and to the City Councils for appropriate actions.

b. Project Public Involvement:

Major stakeholders in both communities who are affected by the preparation and implementation of the parking analysis will be identified and involved from the beginning of the Project through committees, and if necessary, one-on-one meetings and focus group discussions.

Project Advisory Committee (PAC)

The PAC will hold regular Project meetings and will be comprised of:

- Beaverton and Hillsboro staff will include representatives from Economic Development, Planning and Community Development, and Transportation;
- TGM Grant Manager;
- Chair of the Citizen Advisory Stakeholders group;
- Representative from TriMet; and
- Representative of ODOT (since the Project areas are bisected by State highways).

In order to ascertain the most relevant feedback for each community, Beaverton and Hillsboro will have separate Citizen Advisory Stakeholder (CAS) groups. A list of proposed representatives within each CAS is listed below:

Beaverton Citizen Advisory Stakeholders (CAS)

- Property owners, business owners, and residents within the Project area;
- Representative from the Central Beaverton Neighborhood Association Committee (NAC); and
- Representative from the Beaverton Chamber of Commerce or a business group interested in Downtown development issues.

Hillsboro Citizen Advisory Stakeholders (CAS)

- One representative of the Greater Hillsboro Area Chamber of Commerce;
- Two to three members of the Hillsboro Downtown Business Association;
- One representative from Tuality Community Hospital (located just outside the Hillsboro Project area);
- One representative from Pacific University (to be located just outside the Hillsboro Project area);
- One representative from the High Technology industry; and
- Representatives from the residential neighborhoods adjacent to the study areas.

It is anticipated that the consultant will hold two (2) open houses with each CAS. These open houses will be used to gather information and feedback from affected citizens. The PAC will provide early guidance and resolution of technical, policy, and regulatory issues. The CAS and the PAC will meet at least two (2) times throughout the Project.

In addition to leading the major public events, the Project consultant will facilitate up to six (6) one-on-one meetings or focus group discussions with stakeholders. City staff will brief City Councils at key points in the Project.

Project support by property and business owners will be crucial. The public involvement strategy, including open houses and one-on-one meetings or focus groups with the CAS, was designed to address possible conflicts between the City's Project objectives and the property owner's perceptions of the Project.

c. Project Consultant Analysis:

Project data and analysis will include:

- Existing Conditions: Project staff and the consultant will gather information on parking patterns and future redevelopment potential of the study areas. City staff will provide current and historical documentation for consultant review and analysis.
- Policy and Legal: The consultant will review and analyze existing local plan policies and studies, applicable regional, state planning and federal requirements, possible sites for acquisition of shared parking facilities, and city and state laws and rules relevant to establishing parking districts, shared and structured parking facilities, and legal issues dealing with the management of parking districts and facilities.
- Property and Business Owner Opinions: The consultant will solicit the views and concerns of downtown property and business owners regarding establishment of parking districts and facilities through reasonable public input techniques that may

include written surveys, focus groups, stakeholder interviews and information mailed directly to property and business owner representatives.

- **Public Costs:** The amount of public subsidy needed to establish a parking district will be estimated. Potential sources of public money to cover these costs will be identified.

d. Project Budget

PROJECT PHASES	Consultant	City of Beaverton	City of Hillsboro	Total
Project Start-up/Hire Consultant				
Analysis of Existing Conditions	\$ 8,000			\$ 8,000
Outreach to Citizen Stakeholders	\$14,000			\$14,000
Preparation of a Draft Parking District Analysis	\$45,000	\$7,500	\$7,500	\$60,000
Draft Plan Refinement	\$11,000			\$11,000
Public Hearings and Approval	\$ 4,000			\$ 4,000
TOTAL	\$86,000	\$7,500*	\$7,500*	\$101,000

* Note – Match from Cities is in form of a cash contribution. In-kind staff time provided by cities is not accounted for in this project budget).

e. Major Interim and Final Products

Major Interim Products:

- A technical memorandum on existing conditions in the area;
- A technical memorandum summarizing results of a survey of area property and business owner opinions about a parking district;
- A technical memorandum defining and analyzing alternative parking district options and recommending a preferred scenario based on analyses of the impacts and marketability of each scenario;
- A technical memorandum describing possible sites for acquisition of possible sites for downtown parking facilities.
- A technical memorandum assessing the public costs of subsidizing a parking district and possible structured parking; and

- A discussion draft parking analysis provided for review by the PAC and by the Planning Commission through a work session.

Final Products:

- A written and graphic description of the recommended potential sites or locations for shared surface or structured parking facilities within downtown Beaverton and Hillsboro and the timing, conditions and circumstances that need to exist in order to feasibly construct these facilities;
- A list of incentives that can be offered to developers to reduce on-site parking;
- Specific amendments to city development codes and Municipal Codes that will encourage the use of shared and structured downtown parking rather than on-site parking;
- A description of how parking districts would be established and managed, including funding, short-term vs. long-term facilities, and phasing triggers between surface and structured parking;
- Specific policies for the management of a downtown Parking District; and
- A complete work program and timeline for initiating and executing acquisition of land for potential, suitable shared parking facility sites within the Beaverton and Hillsboro downtown areas.

6. Requirement: The application demonstrates that there is adequate local commitment and comparability to successfully manage the project considering the complexity of the project and the size of the jurisdiction.

Response: *The City of Beaverton/City of Hillsboro Parking Solutions Strategy* Project is supported by both jurisdictions, many local businesses, and several governmental agencies (See attached resolutions and letters of support).

The Cities of Beaverton and Hillsboro have the staff capability to complete this Project, and the willingness to work together. In addition to the willingness to embark on this joint effort, there is a long track record of successful cooperative planning efforts involving Hillsboro and Beaverton, such as the Tualatin Basin Goal 5 planning process and participation in coordinated transportation planning funding decisions via the Washington County Coordinating Committee.

Jennifer Polley, Economic Development Project Coordinator for the City of Beaverton, and John Wiebke, Urban Planner II for the City of Hillsboro will act as co-project managers for the entire Project. Ms. Polley will function as the single point person for communication with ODOT and the consultant. Ms. Polley successfully managed the Beaverton Downtown Regional Center Development Strategy that was a joint project between Metro and a consultant (Johnson Gardner).

The Cities of Beaverton and Hillsboro realize that there is an added complexity to a joint project, and in order to address this complexity, a Project management team (separate from the technical and citizen committees) will be established with

representatives from both jurisdictions. Representatives from Beaverton include Ms. Polley, Hal Bergsma of the Planning Services Division of the Community Development Department, Colin Cooper of the Development Services Division of the Community Development Department, and Margaret Middleton of the Transportation Division of the Engineering Department. Mr. Bergsma and Ms. Middleton have both successfully managed past TGM projects. Representatives from the City of Hillsboro include Patrick A. Ribellia, Senior Project Manager, Doug Miller, Urban Planner, and Mr. Wiebke.

7. **Requirement: Past performance on TGM Projects demonstrates that there is adequate local commitment and capability to successfully manage the project considering the complexity of the project and the size of the jurisdiction.**

Response:

City of Beaverton - The City's **Murray Scholls Town Center Plan (1997)**, **South Tektronix Neighborhood Plan (2001)**, **Downtown Redevelopment Study (2000)**, and the **Merlo Concept Plan (2002)** were prepared and completed via TGM funding. These Plans were adopted and incorporated into the City's Comprehensive Plan by the Beaverton City Council. In addition to updates to the Comprehensive Plan, the City's **2020 Transportation Systems Plan** was adopted by the City in May, 2003.

The City has received two TGM grants that have resulted in products that have not been adopted. Explanations of why the plans have not been adopted are provided below:

- ***Regional Center Parking Strategy & Street Design Study (\$63,000)*** – This 1997-1999 TGM study provided a parking inventory, supply, and needs analysis for Beaverton's Regional Center. A draft parking plan and cross sections for specific regionally significant streets were included. Due to the appeal on Beaverton Regional Center implementing text amendments to the City's Development Code, implementing amendment tasks were delayed. **The 2020 TSP update includes the recommendations. This proposed Project will take the recommendations from the 1997-1999 TGM study one step further and will not duplicate efforts from this original parking study.**
- ***114th Ave. Area Redevelopment Plan (\$45,000)*** – This 2001-2003 TGM grant resulted in a conceptual redevelopment plan, including proposed street improvements and alignments. The City's Comprehensive Plan has been amended to reflect the proposed street improvements. Recommended amendments to the text of the City's Community Development Code were initially delayed to consider objections raised by affected property owners. Subsequently, the amendments were further delayed to await the completion of a redevelopment strategy for Downtown Beaverton, including the 114th Area, prepared with funding from Metro. Shortly after completion of the redevelopment strategy Measure 37 passed, causing the City to suspend consideration of most Development Code amendments, including those recommended for the 114th Ave.

Area. Staff of the Community Development Department hope to complete the Code amendment process by the end of the year, but many of the Code changes originally recommended is not likely to be adopted due to Measure 37 concerns.

City of Hillsboro - Hillsboro completed its **Comprehensive Plan Periodic Review**, in part by successfully completing several Periodic Review Work Program Tasks with funding assistance from TGM Grants. The **City's Transportation System Plan (1998)**, the **Hillsboro Mainstreet Plan (1998)**, the City's **Tanasbourne Town Center Plan (1998)** were prepared and completed via TGM Grants. All these plans were adopted and incorporated into the City's Comprehensive Plan by the Hillsboro City Council.

More recent City projects funded by DLCD Technical Assistance Grants include the **Hillsboro 2020 Vision (1998)** adopted in 2000 and the **Phases I and II Downtown Hillsboro Redevelopment/Revitalization Project**.

- *Final Project Report: Phases I and II Downtown Hillsboro Redevelopment/Revitalization (\$60,000)* This 2002 DLCD technical assistance grant funded preparation of a Downtown Hillsboro Revitalization Implementation Strategy. This project is designed to have three phases. Phase I involved collecting and updating data and information about existing physical conditions in the Downtown area. It was completed in June, 2002. Phase II involved the preparation of extensive, updated market research contained in three work products: (1) Location Market (Economic and Employment) Research; (2) preparation of Downtown Redevelopment/Renovation "Pro Forma"; and, (3) preparation of Downtown Development Prospectus. These work products were presented to a Downtown Redevelopment Project Advisory Committee (DRPAC) which had the task of forming site-specific Downtown redevelopment recommendations for City and community consideration based on the work products and Phase I data and information. Phase III, if funded and initiated, prescribes work tasks directed at removing barriers and deterrents to achieving the site-specific recommendations produced in Phase II.

3. Project Area Map

City of Beaverton - The Project area for the *City of Beaverton/City of Hillsboro Parking Solutions Strategy* is defined by the Regional Center-Old Town zoning area for downtown Beaverton. In general terms, the Old Town area is defined by Stott Avenue to the west, Fifth Street to the south, the Southern Pacific Railroad to the east, and Canyon Road to the north. This area is approximately 0.5 square miles in area. This area of town contains mainly service oriented businesses such as restaurants, doctor's offices, and banks.

Please see the attached 8 ½" x 11" maps of the Project area.

City of Hillsboro - The Project area within Hillsboro for the *City of Beaverton/City of Hillsboro Parking Solutions Strategy* is the downtown portion of the Hillsboro Regional Center. The area is roughly defined by Adams Avenue to the west, Oak Street to the south,

Fifth Avenue to the east, and the mid-block areas between Lincoln and Jackson Streets to the north. This area is approximately 1.1 square miles in area. The Main Street commercial core currently contains an estimated 220,000 square feet of specialty retail such as collectibles, books, toys, games and music stores. The blocks adjacent to Main Street provide services like law firms, insurance and finance, and personal services.

Please see the attached 8 ½" x 11" maps of the Project area.

McKinney Park

RACHEL ST

JEFFERSON ST

Bagley Park

EDISON ST

JACKSON ST

CONNELL AVE

BAILEY AVE

LINCOLN ST

Courthouse



Cultural Arts Center

Civic Center



MAIN ST

WASHINGTON ST

BASELINE ST

OAK ST

ADAMS AVE

1ST AVE

2ND AVE

3RD AVE

4TH AVE

6TH AVE

7TH AVE

8TH AVE

Source Data
 City of Hillsboro -
 Downtown Study Area Boundary - Current as of April 2005
 Parks - Current as of January 2005
 Street Names Current as of April 2005
 METRO Regional Land Information System (RLIS)-
 Light Rail Stations and Line - Current as of February 2005
 Railroad Tracks - Current as of February 2005
 Washington County -
 Taxlots - Current as of April 2005

Disclaimer
 This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.

City of Hillsboro Downtown Parking District Study Area

Legend

- Dotted pattern: Downtown
- Red dashed line: Parking District Study Area
- White box: Taxlots
- Green box: Parks
- Red train icon: Light Rail Station
- Red line with cross-ticks: Light Rail Line
- Black line with cross-ticks: Railroad Tracks

0 100 200 400 Feet

North

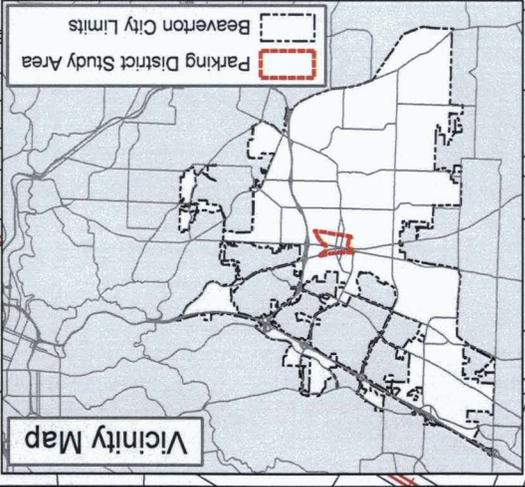
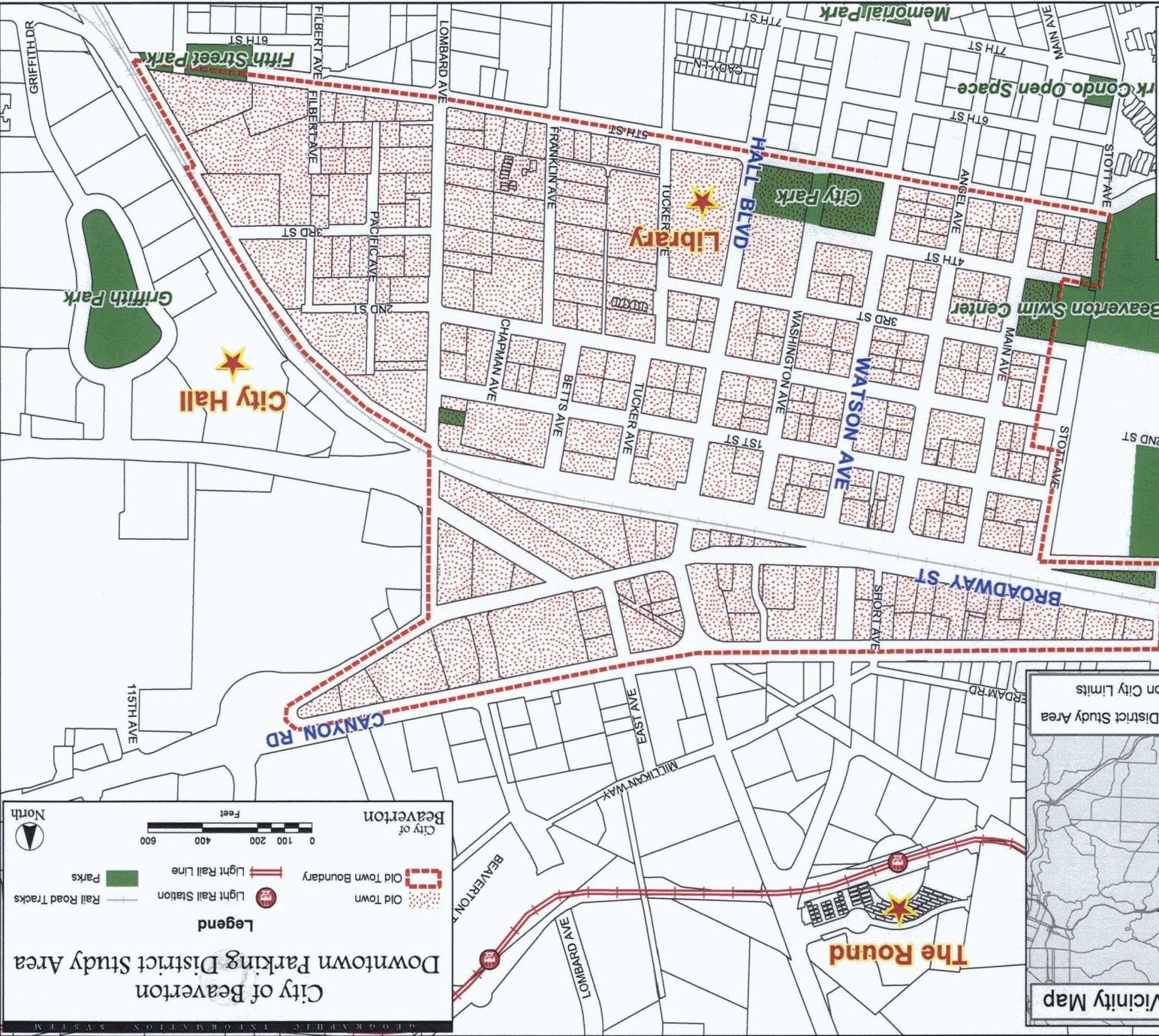
Vicinity Map

Parking District Study Area

- Red dashed line: Parking District Study Area
- Blue line: Hillsboro
- Black line: City Limits
- Orange dashed line: UGB

Source Data
 City of Beaverton - Current as of April 2005
 Old Town Boundary - Current as of April 2005
 Rail Road Tracks - Current as of January 2000
 METRO Regional Land Information System (RLIS) - Light Rail Stations and Line - Current as of April 2004
 Parks - Current as of January 2005
 Street Names - Current as of February 2005
 Washington County - Current as of April 2005
 Tazdors - Current as of April 2005

Disclaimer
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City of Beaverton
 Downtown Parking District Study Area

Legend

- Old Town Boundary
- Old Town
- Light Rail Station
- Light Rail Line
- Parks
- Rail Road Tracks

Scale: 0, 100, 200, 400, 600 Feet

North

RESOLUTION NO. 3815

**A RESOLUTION SUPPORTING THE CITY OF BEAVERTON 2005-2007
TRANSPORTATION AND GROWTH MANAGEMENT GRANT APPLICATION**

WHEREAS, the City of Beaverton was awarded \$432,000 between 1997 and 2003 for Transportation and Growth Management (TGM) grants funding seven projects, and

WHEREAS, the City has successfully completed six of these projects and the remaining one, for the 2001-2003 biennium, is being concluded; and

WHEREAS, the City submitted a pre-application to the Oregon Department of Transportation (ODOT) for a Downtown Beaverton Parking District Analysis; and

WHEREAS, the City has, after considering comments on the pre-application from TGM program staff, decided to submit a joint application for funding with the City of Hillsboro; and

WHEREAS, the City determined the project is appropriate for funding through the TGM Grant program.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF BEAVERTON, OREGON:

The City fully supports submission of the joint application for TGM grant funding of the following planning project:

- City of Beaverton/City of Hillsboro Parking Solutions Strategy

Adopted by Council this _____ day of _____, 2005

Approved by the Mayor this _____ day of _____, 2005

Ayes: _____

Nays: _____

ATTEST:

APPROVED:

SUE NELSON, City Recorder

ROB DRAKE, Mayor

RESOLUTION NO. 2139

A RESOLUTION SUPPORTING A JOINT HILLSBORO-BEAVERTON TRANSPORTATION/GROWTH MANAGEMENT (TGM) GRANT APPLICATION TO FUND CONSULTANT SERVICES THAT DEVELOP SOLUTIONS TO DOWNTOWN PARKING and SITE DESIGN NEEDS AND ISSUES COMMON AS WELL AS UNIQUE TO EACH CITY'S DOWNTOWN CORE AREA.

WHEREAS, in 2002 the City Administration and Planning Department completed a *Phases I and II Downtown Hillsboro Redevelopment-Revitalization Feasibility Study* funded by a DLCD technical assistance grant with the advice, assistance and support of businesses and property owners, the Hillsboro Downtown Business Association, the Hillsboro Chamber of Commerce represented on a Project Advisory Committee; and

WHEREAS, the Study identified the following matter as a top priority need to be addressed in order to facilitate private and public downtown redevelopment and renovation as follows:

Prepare a Downtown Core Area parking strategy and implementation plan that prescribe the types and locations of on-site and off-site vehicular parking within the Downtown Core, the corresponding methods of land acquisition, construction and financing; and the respective participation of public and private Downtown stakeholders in plan formation, financing and implementation.

WHEREAS, the downtown core areas of the Cities of Hillsboro and Beaverton have common parking needs and issues as well as parking issues unique to their respective core areas such that staff from both cities discussed and concluded that it would be mutually-beneficial for both Cities to submit a joint application for a TGM Grant from the State Departments of Land Conservation and Development (DLCD) and Transportation (ODOT) to obtain professional consultant services that develop possible solutions to these common and unique parking needs and issues; and

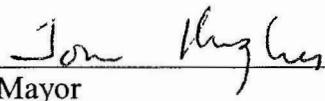
WHEREAS, on April 6, 2005 the City Council Finance Committee recommended City Council approval of City participation with the City of Beaverton on such joint TGM Grant Application that requests \$85,000 - \$90,000 from the DLCD/ODOT TGM Grant Program which would include a City of Hillsboro funding match that would not exceed \$7,500 for which City Economic Development funds have already been budgeted for City FY 2005-2006; and

WHEREAS, on April 19, 2005 the City Council approved as part of its Consent Agenda the April 6th Council Finance Committee recommendation to the Council; and

WHEREAS, TGM Grant staff advises that an expression of Hillsboro City Council support of this joint Hillsboro-Beaverton TGM Grant Application would be helpful to DLCD/ODOT consideration of the Application;

NOW, THEREFORE, BE IT RESOLVED that the Hillsboro City Council hereby expresses its full support of submittal of a joint Hillsboro-Beaverton TGM Grant Application for \$85,000-\$90,000 grant to fund professional consultant services to develop solutions to downtown parking and site design needs and issues common as well as unique to each City's downtown core area.

Introduced and passed this 3rd day of May, 2005.



Mayor

ATTEST: 

City Recorder

AGENDA BILL

**Beaverton City Council
Beaverton, Oregon**

SUBJECT: HOME Consortium Cooperation Agreement between Washington County, the City of Hillsboro and the City of Beaverton for FY 2006-2008 and selection of HOME Option for 2006-2008

FOR AGENDA OF: 05/16/05 **BILL NO:** 05096

Mayor's Approval: 

DEPARTMENT OF ORIGIN: Mayor's Office

DATE SUBMITTED: 05/03/05

CLEARANCES: CDBG
Finance
City Attorney



PROCEEDING: Consent Agenda

EXHIBITS: Washington County HOME Consortium Cooperation Agreement

BUDGET IMPACT

EXPENDITURE REQUIRED \$	AMOUNT BUDGETED \$	APPROPRIATION REQUIRED \$0
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HISTORICAL PERSPECTIVE:

The HOME Investment Partnerships Program is a US Department of Housing and Urban Development (HUD) housing assistance program designed to provide funds to implement local housing strategies to increase homeownership and affordable housing opportunities for low and very low-income citizens. Because the City is not large enough to qualify for HOME funds on its own, it has joined with Washington County since 1993 (and with the City of Hillsboro since 1996) to form the Washington County HOME Consortium.

Every three years, the Consortium submits to HUD a Consortium Agreement defining the terms of the arrangement for selecting and administering projects funded with HOME funds. This is the fourth Consortium Agreement in Washington County.

INFORMATION FOR CONSIDERATION:

Washington County, the City of Hillsboro and the City Of Beaverton intend to continue to cooperate and participate as a consortium for FY 2006-08 (July 1, 2006 through June 30, 2009) and are required by HUD to execute a new HOME Consortium Cooperation Agreement a year in advance. The proposed Agreement is different from past Agreements in that there are now two Options available to members of the Consortium. Each city has the Option to either select HOME projects to be funded by its proportional share of the Consortium's total funding or to return to the original form of the Consortium, in which a County selection committee (with membership from the cities) selects projects for the entire Consortium. Under either Option, the County administers the projects funded with HOME funds, and thus retains the administrative portion (10%) of the Consortium's funding. This is a change from the prior Agreement, which included a third option allowing the City to both select and administer its own HOME-funded projects. The City and County mutually agreed that this third option was impractical considering the size of the City's share of HOME funds, and because of the complexity of the program.

The City must notify the County which Option it will select for the three-year period within 30 days of signing this Agreement. Staff recommend Option Two, which allows the City to select projects for Beaverton's share of the HOME funds, while the County continues to administer all HOME-funded projects, and serve as the responsible entity reporting to HUD.

HOME funds will be used to carry out the City's multi-year housing strategies to benefit low-and very low-income households. The agreement would remain in full force and effect from the date of execution and approval by HUD.

RECOMMENDED ACTION:

Authorize the Mayor to execute the HOME Consortium Cooperation Agreement on behalf of the City of Beaverton in a form approved by the City Attorney, and to notify Washington County that the City has selected Option Two for the 2006-2008 Program Years.

**WASHINGTON COUNTY HOME CONSORTIUM
COOPERATION AGREEMENT**

Program Years 2006-2008

This Agreement is entered into between Washington County, Oregon, the City of Beaverton, Oregon, and the City of Hillsboro, Oregon to form a Consortium for the purpose of participating in the Home Investment Partnership Program (hereafter referred to as "HOME") of the U.S. Department of Housing and Urban Development ("HUD").

RECITALS

WHEREAS ORS 190.010 authorizes the parties to enter into this Agreement for the performance of any or all functions and activities that a party to the Agreement has authority to perform; and

WHEREAS the HOME Program is a Federal grant program to assist local governments with the provision of affordable housing for low and moderate income households; and

WHEREAS Washington County, the City of Beaverton, and the City of Hillsboro have jointly prepared and adopted a Consolidated Plan for FY 2005-2010 to guide the utilization of HOME funds; and

WHEREAS Washington County, the City of Beaverton, and the City Hillsboro wish to participate in a HOME Consortium for the coming three (3) years;

NOW, THEREFORE, the HOME Consortium members agree as follows:

I. DEFINITIONS.

- A. "CHDO" means a Community Housing Development Organization, a private, nonprofit organization that meets a series of qualifications prescribed in the HOME regulations at 24CFR Part 92.2, which is entitled to least fifteen percent (15%) of a HOME grantee's annual HOME allocation.
- B. "City Member" or "Member" means a jurisdiction which is signatory to this Agreement and therefore a member of the Washington County HOME Consortium.
- C. "HOME Program" means the HOME Investment Partnership Program authorized by Title II of the Cranston-Gonzales National Affordable Housing Act, as amended (42USC 12701 et.seq.).

- D. “Policy Advisory Board “PAB” means the County’s appointed committee representing the County and non-entitled jurisdictions. The PAB makes recommendations to the Board of County Commissioners on all matters, including the selection of projects to be funded under the HOME and Community Development Block Grant (CDBG) Programs.
- E. “City Project Selection Committee” means a city member acting through its elected officials or a group appointed by the city, to act on behalf of that member to select eligible HOME activities, provided the member city has elected to exercise Option two under Section III. C. of this agreement. Otherwise, HOME activities shall be selected and recommended by the County’s Policy Advisory Board.
- F. “Option” means the method of administration of HOME funds selected by each member at the beginning of the term of this agreement. The selected Option shall remain in effect for the entire three (3) year period covered by the agreement.
- G. “Representative Member” means the unit of local government designated by the Washington County HOME Consortium to act in a representative capacity for all members for the purposes of this Agreement.
- H. “Washington County HOME Consortium” means the particular Consortium operating under the terms of this agreement consisting of Washington County and its non-entitled partners, the City of Beaverton, and the City of Hillsboro.
- I. “City Set-Aside” means a portion of HOME Consortium funds initially dedicated by the County to a City Member.
- J. “Adjusted City Set-Aside” means the net amount of HOME Consortium funds allocated to a City Member after appropriate consortium assessments have been calculated and withheld from the initial “City Set-Aside.”

II. ACTIVITIES

- A. The Members agree to cooperate in undertaking housing assistance activities for the HOME Program in compliance with the adopted Consolidated Plan.
- B. The Members agree to affirmatively further fair housing in their jurisdictions. Such actions may include planning, education, outreach, and enforcement activities.

III. ADMINISTRATION

- A. Washington County is designated as the Representative Member of the Washington County HOME Consortium and agrees to assume overall responsibility for ensuring that the Consortium's HOME Program is carried out in compliance with the requirements of the HOME Program. Responsibilities include meeting the requirements for the Consolidated Plan, in accordance with HUD regulations at 24 CFR Parts 91 and 92 respectively. City Members agree to provide needed information to the Representative Member to allow full reporting and monitoring as described in 24 CFR 91.425, 24CFR91.430, and 24 CFR 91.520.
- B. Washington County is authorized to amend this Agreement in order to add new members to the Consortium. Any such amendment will be in writing and sent to all current Members.
- C. Effective July 1 of the first year of this Agreement, a City Member may elect one of two participation options. The selected option shall remain in effect for the entire number of program years covered by this Agreement. However, a waiver to shift between options may be allowed by the County provided the City Member and the County mutually agree that such a request was necessitated by the existence of the conditions referenced in paragraph F. of this section. For the purpose of executing this Agreement, the City Member agrees to provide the County with written confirmation of its preferred option selection within thirty (30) days following the date of its approval. Option preferences are as follows:
 - 1. **Option One.** Allows the Representative Member to administer all HOME funds on behalf of the City Member including selection of projects. No separate "City Set-Aside" would be made. City Member shall compete for the general pool of Consortium funds reserved for project selection. Projects shall be selected annually by the County's Policy Advisory Board, or by members of a HOME Project Selection Panel appointed by the PAB. City Member shall appoint one (1) representative to the selection panel. Final determination of projects shall be made by the Washington County Board of Commissioners. All administrative funds authorized under current regulations accrue to the County.

- 2. Option Two.** Allows a City Member to specifically designate its HOME “Adjusted City Set-Aside” to projects independent of the County’s selection process. The member may operate an independent selection and evaluation process using a “City Project Selection Committee” or other authorized mechanism. As with Option One, project implementation and administration remain with the Representative Member. All Administrative funds authorized under current regulations accrue to the County.
- D. City Member(s) that choose Option Two may collaborate with other City Members or with the Representative Member to facilitate HOME projects or may choose to pursue independent projects or activities. However, if the member acts independently and sponsors projects exclusively in its jurisdiction, the County and the balance of consortium members may elect not to authorize the use of additional consortium funds, above and beyond those already designated as the “Adjusted City Set-Aside” unless City Member allocates an proportionate HOME contribution to the same project. This provision shall be exercised or waived at the discretion of the County’s Policy Advisory Board (PAB).
- E. Should HOME funds be de-obligated by HUD for any reason, the Representative Member will calculate the impact of de-obligation on each consortium Member and make further refinements to the amount of each “Adjusted City Set-Aside” allocated to each Member. The reduction in funds to each Member will be approximately proportionate to the Member’s contribution to the cause of the de-obligation, unless members of the consortium agree otherwise.
- F. Members agree to carry out program activities in conformance with 24 CFR Part 92. In recognition that CDBG and HOME funding are inextricably linked to the development of affordable housing, the County will take into consideration the effect of any major de-obligation of the City Member’s CDBG entitlement on the City’s ability to continue to function at the Option level originally selected by the City Member under Section III. C. above. If warranted, the County may agree to allow the City Member to make a shift between Options provided that the City Member requests such a waiver in writing at least sixty (60) days prior to the commencement of the next scheduled program year. Under the provisions of this waiver criteria, the City Member shall only be allowed to make one change between Options 1 and 2 during any three (3) year term.

- G. As the Representative Member, Washington County will incur costs in conjunction with the overall administration of the HOME Program. The County will identify HOME Program administration costs in its annual budget, which may include revenues from sources in addition to the HOME Program. Nevertheless, the general administrative costs attributed to the consortium Members will not exceed ten percent (10%) of the Washington County Consortium's annual HOME allocation.
- H. Member(s) agree to supply information necessary for participation, including but not limited to HOME Program Activity set-up and completion information required by HUD's Integrated Disbursement & Information System (IDIS) and to maintain records to support the HOME Match. Member(s) shall also be required to meet the CHDO requirements (as described in D. & E. of Section IV.). Member(s) files or documents relating to the HOME Program are open for inspection by the Representative Member, or its designee, upon request. The Representative Member may monitor the members for compliance with this Agreement. The Representative Member agrees to provide reasonable technical assistance to Members to help promote compliance. Any Member found by HUD to have committed an act or omission, or to be responsible for a finding that will require repayment of HOME funds to the federal government will be solely responsible for such repayment.
- I. Any Program Income generated as a result of project activity sponsored by a Member acting independently under Option Two shall remain with the Member. However, on an annual basis, Member shall report to the County the source and amount of program income collected by the Member. The County will include such program income information in IDIS formats, as necessary. Member(s) agree to conform to HUD regulations as they apply to program income and reapply those resources to eligible HOME activities.

IV. FUNDING

- A. The amount of funding provided the Member from the Consortium's annual HOME entitlement shall be designated as a "City Set-Aside" and will be initially calculated each year based upon the most current data contained in the HUD, "HOME Consortia Participating Members Percentage Report" (hereafter, HUD Percentage Report).

- B. The initial or basic "City Set-Aside" derived from the HUD Percentage Report, plus any program income retained by the Member during the preceding fiscal year, shall be adjusted by the Representative Member by subtracting ten percent (10%) from the total of these two elements and designated for the Representative Member's administrative costs. An additional five percent (5%) for CHDO Operating Expenses will also be levied. However, such deduction shall only be factored against the "City Set-Aside". Following the levying of these assessments the net amount remaining shall be allocated to the City Member as its "Adjusted City Set-Aside."
- C. When acting under Option Two, the Member agrees to assist the Representative Member to insure HOME funds designated as an "Adjusted City Set-Aside" are obligated in a timely fashion and are committed (contracted) within two (2) years from the date the funds are made available to the Member.
- D. Representative Member shall be responsible for insuring that the five percent (5%) assessment (referenced in B., above), is withheld from the City Member's "City Set-Aside and applied exclusively towards meeting the federally mandated reservation for CHDO Operating Costs.
- E. Under federal guidelines the CHDO project set-aside must be no less than fifteen percent (15%) of each HOME entitlement. However, as a matter of policy, for the first year of this Agreement the CHDO Project Set-Aside has been fixed at twenty percent (20%) of the County's annual HOME entitlement. Under Option One, the County will insure this requirement is met. Under Option Two, the Member shall be required to meet this annual requirement by calculating and committing twenty percent (20%) of its "Adjusted City Set-Aside" to HOME projects sponsored by CHDO's within its jurisdiction.
- F. The percentage of funds reserved for CHDO sponsored projects may be further increased or decreased for the subsequent two (2) years remaining under the term of this Agreement. Member(s) agree that any increase or decrease to the Consortium's set-aside for CHDO project activity shall be binding on all Members of the HOME Consortium.
- G. City Member(s) may apply to the Representative Member for a partial or complete waiver to Section IV. E. above. However, the County will not consider such a request until it has calculated whether the HOME Consortium can meet the twenty percent (20%) CHDO Set-Aside through its selection process. The Representative Member's staff at the County's Office of Community Development will advise the City Member as to when, and if the submission of a waiver request can be forwarded by the City Member to the County's Policy Advisory Board. Any request(s) for a waiver must be submitted in writing.

- H. Should any Member fail to meet any of the obligations or exceed any of the limitations described in this Agreement and should such failure jeopardize compliance of the Consortium as a whole, the Representative Member has final control over re-distribution of funds among Members in order to insure that all grant requirements are met. The Representative Member shall consult with other Members of the Consortium prior to any potential redistribution of funds under this provision.

V. TERMS OF AGREEMENT

- A. This Agreement shall remain in full force and effect from the date of execution and approval by HUD for the period necessary to carry out all activities funded during the three (3) federal fiscal years, 2006, 2007, and 2008. Members are prohibited from withdrawing from this Agreement during the full three (3) year period (CPD Notice 04-05, June 1, 2004).
- B. Automatic Renewal Provisions:
 - 1. This Agreement may be automatically renewed for participation in successive three-year qualification or program years. By the date specified in HUD's consortia designation notices, the Representative Member shall notify each consortium member, in writing, of its right to not participate, or "opt out" for any successive three (3) year qualification period. A copy of the notification shall be sent to the HUD Field Office.
 - 2. The HOME Consortium shall adopt amendments to this Agreement to enable the consortium to meet and incorporate future changes that are necessary to meet HUD requirements for consortia agreements in subsequent qualification periods. Representative Member shall be required to submit amendments to HUD.
- C. If deemed necessary to facilitate the development of preferred Options in future Agreements, the Representative Member and City Member mutually agree to begin negotiations at the mid-point of the period covered by this Agreement, or no later than January 1, 2008. Any agreed upon changes shall be processed in accordance with Section B. 2., above.
- D. All Consortium Members shall remain on the same program year for CDBG, HOME, Emergency Shelter Grants (ESG's) and Housing Opportunities for Persons with AIDS (HOPWA) programs. The program start date for the Consortium is July 1.

- E. Each party shall comply with all applicable federal, state and local laws; and rules and regulations on non-discrimination in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition or disability.
- F. To the extent applicable, the provisions of ORS 279C.500 through ORS 279C.870 are incorporated by this reference as though fully set forth.
- G. Subject to limitations of liability for public bodies set forth in the Oregon Tort Claims Act, ORS 30.260 to 30.300, and the Oregon Constitution, each party agrees to hold harmless, defend, and indemnify each other, including its officers, agents, and employees against all claims, demands, actions and suits (including all attorney fees and costs) arising from the indemnitor's performance of this Agreement where the loss or claim is attributable to the negligent acts or omissions of that party.
- H. Each party shall give the other immediate written notice of any action or suit filed or any claim made against that party that may results in litigation in any way related to this Agreement.

Agreed to this _____ day of _____, 2005.

BOARD OF COUNTY COMMISSIONERS
FOR WASHINGTON COUNTY, OREGON.

Chair

Recording Secretary

CITY OF BEAVERTON

Mayor

City Recorder

CITY OF HILLSBORO

Mayor

City Recorder

I hereby find that the terms and provisions of this Agreement are fully authorized under state and local law, and that the Agreement provides full legal authority for the Consortium to undertake or assist in undertaking housing assistance activities for the Home Program.

Paul Hathaway, Attorney for the
Washington County Office of
Community Development

AGENDA BILL

**Beaverton City Council
Beaverton, Oregon**

SUBJECT: Boards and Commissions Appointment –
Wendy Kroger to Planning Commission

FOR AGENDA OF: 05-16-05 **BILL NO:** 05097

Mayor's Approval: 

DEPARTMENT OF ORIGIN: Mayor's
Office/Neighborhood Program

DATE SUBMITTED: 04-29-05

CLEARANCES:

PROCEEDING: CONSENT AGENDA

EXHIBITS:

BUDGET IMPACT

EXPENDITURE	AMOUNT	APPROPRIATION
REQUIRED\$0	BUDGETED\$0	REQUIRED \$0

HISTORICAL PERSPECTIVE:

Gary Bliss, permanent member of the Planning Commission, has resigned. Mayor Rob Drake is recommending that Wendy Kroger, the current alternate member on the Planning Commission, be appointed as a permanent member. Ms. Kroger's appointment will be effective immediately and expire on December 31, 2006.

RECOMMENDED ACTION:

Confirm recommended appointment to the Planning Commission.

AGENDA BILL

**Beaverton City Council
Beaverton, Oregon**

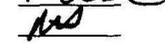
SUBJECT: Contract Renewal Between Unlimited Choices, Inc. and the City of Beaverton for the Adapt-a-Home Program

FOR AGENDA OF: 05/16/05 **BILL NO:** 05098

Mayor's Approval: 

DEPARTMENT OF ORIGIN: Mayor's Office

DATE SUBMITTED: 05/02/05

CLEARANCES: CDBG 
Finance 
City Attorney 

PROCEEDING: Consent Agenda
(Contract Review Board)

EXHIBITS:

BUDGET IMPACT

EXPENDITURE	AMOUNT	APPROPRIATION
REQUIRED \$135,000	BUDGETED \$135,000*	REQUIRED \$0

*\$100,000 in Account Number 106-10-6012-514 Community Development Block Grant Fund – Housing Rehab Expense and \$35,000 in 106-10-6001-514 (unexpended funds carried over from FY 2004-2005). The Amount Budgeted represents the appropriation in the proposed FY 2005-06 Budget that is also scheduled for adoption at the June 20, 2005 Council Meeting. This contract award is contingent upon adopting the FY 2005-06 Budget.

HISTORICAL PERSPECTIVE:

This Accessibility Rehabilitation Program provides small grants to both homeowners and renters for ramps, bathroom fixtures and other modifications to increase the permanent supply of accessible housing in the City and help residents with impaired mobility continue to live independently in their homes. As with the City's Housing Rehabilitation Program, the City provides this service through a contract with an experienced outside organization that administers the program: in this case, Unlimited Choices, Inc. (UCI). Our contract with UCI expires on June 30, 2005, but allows for two one-year renewals at upon agreement by both parties.

INFORMATION FOR CONSIDERATION:

UCI's responsibilities as administrator of the Accessibility Rehabilitation Pilot Program include:

- intake and eligibility determination for applicants
- inspections and environmental assessments
- assisting participants with identifying qualified contractors and obtaining bids
- processing grants and payments to contractors
- extensive recordkeeping & reporting

City CDBG program staff market the program to potential participants, report to HUD on program accomplishments and beneficiaries, and monitor UCI's performance and records periodically.

RECOMMENDED ACTION:

Council, acting as Contract Review Board, renew the contract for one year with Unlimited Choices, Inc. for the administration of the Accessibility Rehabilitation Program, in the amount of \$135,000 in a form approved by the City Attorney and subject to Council's approval of the proposed FY 2005-06 Budget.

AGENDA BILL

**Beaverton City Council
Beaverton, Oregon**

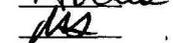
SUBJECT: Contract Renewal for Intergovernmental Agreement Between the Portland Development Commission (PDC) and the City of Beaverton for the Management of the Citywide Housing Rehabilitation Program

FOR AGENDA OF: 05/16/05 **BILL NO:** 05099

Mayor's Approval: 

DEPARTMENT OF ORIGIN: Mayor's Office

DATE SUBMITTED: 05/05/05

CLEARANCES: CDBG
Finance 
City Attorney 

PROCEEDING: Consent Agenda
Contract Review Board

EXHIBITS:

BUDGET IMPACT

EXPENDITURE	AMOUNT	APPROPRIATION
REQUIRED \$200,000	BUDGETED \$200,000*	REQUIRED \$0

*Account Number 106-10-6001-514 Community Development Block Grant Fund - Prior Program Projects - Housing Rehabilitation Expense Account

HISTORICAL PERSPECTIVE:

For the past several years, the City has used Community Development Block Grant (CDBG) funds and HOME funds to assist low-to-moderate income homeowners through the Housing Rehabilitation Program (HRP). Both CDBG and HOME are federal entitlement programs through the U.S. Department of Housing and Urban Development (HUD). The HRP makes low-interest loans and grants available to homeowners in Beaverton whose income is at or below 80% of the Area Median Income, for home repairs that address health and safety concerns.

Since 1999 the City has contracted with the Portland Development Commission (PDC) to administer the program, under an Intergovernmental Agreement (IGA) originally signed in 1999, and renewed in 2001 and 2004. During the last two program years, a total of \$235,008 in CDBG funds and \$139,445 have been expended in the HRP to assist thirty-two (32) homeowners. The current IGA expires on June 30, 2005, but includes a provision to renew for one year with the agreement of both parties.

INFORMATION FOR CONSIDERATION:

The City proposes to allocate \$200,000 in CDBG funds and \$100,000 in HOME funds next (2005/2006) Program Year to the HRP. These funds are carried forward in the proposed 2005-2006 budget from prior years and include program income from repaid loans. Prior year HOME funds were awarded to the City through the Washington County HOME Consortium; Washington County works with the City and CDBG to administer the HOME-funded HRP projects.

The City entered into the original IGA with PDC based on their demonstrated expertise and experience with similar programs for other jurisdictions, and their ability to deliver the program at a reasonable cost. As in the previous IGA, PDC is to be paid a project administration fee of 22% of the total amount funded through the HRP. PDC's responsibilities include:

- intake and eligibility determination for applicants
- inspections and environmental assessments
- working with Tualatin Valley Fire & Rescue to identify and address fire safety hazards in mobile homes
- assisting participants with identifying qualified contractors and obtaining bids
- lead-based paint risk assessments & relocation (if necessary) while lead hazard containment is underway
- loan processing, underwriting and administration
- extensive recordkeeping & reporting

City CDBG program staff market the program to potential participants, report to HUD on program accomplishments and beneficiaries, and monitor PDC's performance and records periodically.

RECOMMENDED ACTION:

Council, acting as Contract Review Board, authorize Mayor to renew the Intergovernmental Agreement with the Portland Development Commission for the management of the Housing Rehabilitation Program through June 30, 2006 in a form approved by the City Attorney.

AGENDA BILL

**Beaverton City Council
Beaverton, Oregon**

SUBJECT: Proposed Water Consumption Rate
and Demand (Meter) Charge
Increase for Operating the City's
Water System

FOR AGENDA OF: 05/16/05 **BILL NO:** 05100

Mayor's Approval: 

DEPARTMENT OF ORIGIN: Finance 

DATE SUBMITTED: 05/02/05

CLEARANCES: City Attorney 
Engineering 

PROCEEDING: Public Hearing

EXHIBITS: Resolution
Agenda Bill 04216
Agenda Bill 94187
Agenda Bill 04200

BUDGET IMPACT

EXPENDITURE	AMOUNT	APPROPRIATION
REQUIRED \$-0-	BUDGETED \$-0-	REQUIRED \$-0-

HISTORICAL PERSPECTIVE:

The City's current rate for water consumption (water use) is \$1.82 per CCF (100 cubic feet) of water, which is equivalent to approximately 748 gallons. The water consumption rate was last increased in January 2005 by 1.7% from \$1.79 to \$1.82 (copy of Agenda Bill 04216 and Resolution 3784 attached). The January 2005 increase was the third annual increase since implementing the series of five annual rate increases that began in August 1994 and ended in August 1998 (copy of Agenda Bill 94187 and Resolution 3275 attached).

In addition to the water consumption rate, the City also charges a monthly demand charge (sometimes called a meter charge or a base charge), which is based upon the meter size. The standard meter size for a single-family residence is a 3/4 inch meter and the associated monthly demand (meter) charge is \$7.27. The demand (meter) charges were last increased in August 1998 under Resolution 3275 and revised in October 2004 under Resolution 3781 to include a rate for an eight inch meter (copy of Agenda Bill 04200 and Resolution 3781 attached).

INFORMATION FOR CONSIDERATION:

The FY 2005-06 Proposed Budget includes a recommended five-cent increase (2.7%) in the water consumption rate from \$1.82 to \$1.87 per CCF beginning January 1, 2006. The proposed five-cent water consumption rate increase will produce an additional \$72,200 in operating revenue for the last half of FY 2005-06 (January 2006 to June 2006). The effect of the increase on the average single-family residence that consumes six CCF of water per month would be 30 cents a month or \$3.60 per year.

The FY 2005-06 Proposed Budget also includes a recommended 3.0% increase to the various monthly demand (meter) charges beginning July 1, 2005. The proposed 3.0% demand (meter) charge increase will produce an additional \$50,500 in operating revenue for FY 2005-06. The effect of the demand (meter) charge increase on the average single-family residence with a 3/4 inch meter would be 22 cents a month or \$2.64 per year.

In total, the Water Fund's FY 2005-06 Proposed Budget is expected to generate revenues of \$6,615,943 for water consumption charges (this figure includes the additional \$72,200 from the proposed rate increase), \$1,733,255 for demand (meter) charges (this figure includes the additional \$50,500 from the proposed rate increase) , and \$604,820 in other revenues for a combined revenue stream of \$8,954,018 for FY 2005-06. The Water Fund's revenues provide the resources for the water system's operating costs, which for the FY 2005-06 Proposed Budget are as follows:

Personal Services	\$1,465,829	
Materials and Services	2,538,778	
Capital Outlay	1,324,149	(Equipment and Maintenance and Replacement projects)
Transfers	715,316	
Debt Service	<u>2,946,807</u>	
Total Expenses	\$8,990,879	

Based upon FY 2005-06's proposed revenues of \$8,954,018 and expenditures of \$8,990,879, the recommended rate increases will maintain the Water Fund's revenue stream in line with its expenditure stream.

Beaverton's City Code 4.02.150 provides that the City's water rates and charges be established by Council resolution. Attached is a resolution that establishes the new water consumption rate of \$1.87 per CCF and the 3.0% increase to the various demand (meter) charges (by meter size).

RECOMMENDED ACTION:

Council

- Conduct a Public Hearing on the proposed three-cent increase to the water consumption rate from \$1.82 to \$1.87 per CCF, and the proposed 3.0% increase to the various demand (meter) charges;
- Adopt the attached resolution that establishes the \$1.87 CCF water consumption rate and the 3.0% increase in the various demand (meter) charges.

RESOLUTION NO. 3816

A RESOLUTION ESTABLISHING A NEW WATER CONSUMPTION RATE FOR THE CITY OF BEAVERTON AND REPEALING RESOLUTION 3784

WHEREAS, the City's water system has experienced increased expenditure requirements for operations, maintenance and capital construction; and,

WHEREAS, the Water Fund's FY 2005-06 Proposed Budget recommends a five-cent increase in the water consumption (use) rate beginning January 1, 2006 and a 3.0% increase to the various demand (meter) charges beginning July 1, 2005 and the revenues associated with the increased water consumption and demand (meter) charges are included in the FY 2005-06 Proposed Budget in order to maintain a balance between the Water Fund's revenues and expenditures; and,

WHEREAS, Beaverton City Code Section 4.02.150 provides that the rates and charges for City water services be established by Council resolution; now therefore,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF BEAVERTON, OREGON:

Section 1. Water Rate Structure: The City's charges for domestic water are as follows:

Water Consumption (Use) Rate Effective January 1, 2006 \$1.87

Demand (Meter) Charges Effective July 1, 2005:

¾" Meter	\$ 7.49
1" Meter	\$ 11.79
1-1/2" Meter	\$ 18.97
2" Meter	\$ 27.60
3" Meter	\$ 47.71
4" Meter	\$ 76.47
6" Meter	\$148.31
8" Meter	\$181.87

Section 2. Resolution 3784 establishing the previous rate and demand charges is hereby repealed.

Adopted by the Council this _____ day of _____, 2005.

Approved by the Mayor this _____ day of _____, 2005

Ayes: _____

Nays: _____

ATTEST:

APPROVED:

Sue Nelson, City Recorder

Rob Drake, Mayor

RESOLUTION NO. 3816

Agenda Bill No. 05100

AGENDA BILL

**Beaverton City Council
Beaverton, Oregon**

SUBJECT: Proposed Water Consumption Rate
Increase for Operating the City's
Water System

FOR AGENDA OF: 11/01/04 **BILL NO:** 04216

Mayor's Approval: 

DEPARTMENT OF ORIGIN: Finance 

DATE SUBMITTED: 10/18/04

CLEARANCES: City Attorney 
Engineering 

PROCEEDING: Public Hearing

EXHIBITS: Resolution
Agenda Bill 03278
Agenda Bill 94187
Agenda Bill 04200

BUDGET IMPACT

EXPENDITURE	AMOUNT	APPROPRIATION
REQUIRED \$-0-	BUDGETED \$-0-	REQUIRED \$-0-

HISTORICAL PERSPECTIVE:

The City's current rate for water consumption (water use) is \$1.79 per 100 CCF (cubic feet) of water, which is equivalent to approximately 748 gallons. The water consumption rate was last increased in January 2004 by 1.7% from \$1.76 to \$1.79 (copy of Agenda Bill 03278 and Resolution 3745 attached). The January 2004 increase was the second annual increase since implementing the series of five annual rate increases that began in August 1994 and ended in August 1998 (copy of Agenda Bill 94187 and Resolution 3275 attached).

In addition to the water consumption rate, the City also charges a monthly demand charge (sometimes called a meter charge or a base charge), which is based upon the meter size. The standard meter size for a single-family residence is a 3/4 inch meter and the associated monthly meter charge is \$7.27. The demand charges were last increased in August 1998 under Resolution 3275 and revised in October 2004 under Resolution 3781 to include a rate for an eight inch meter (copy of Agenda Bill 04200 and Resolution 3781 attached).

INFORMATION FOR CONSIDERATION:

The FY 2004-05 Adopted Budget includes a proposed three-cent increase in the water consumption rate from \$1.79 to \$1.82 per CCF beginning January 1, 2005 (there is no proposed increase to the various monthly meter charges). The proposed three-cent water consumption rate increase represents a 1.7% increase over the current charge, and it will produce an additional \$55,000 in operating revenue for the remaining six months of FY 2004-05. The effect of the increase on the average single-family residence that consumes eight CCF of water per month would be 24 cents a month or \$2.88 on an annual basis.

In total, the Water Fund's budget is expected to generate revenues of \$6,566,610 for water consumption charges (this figure includes the additional \$55,000 from the proposed rate increase), \$1,646,502 for demand charges, and \$337,345 in other revenues for a combined revenue stream of \$8,550,457 for FY 2004-05. The Water Fund's revenues provide the resources for the water system's operating costs, which for FY 2004-05 are as follows:

Personal Services	\$1,300,742
Materials and Services	2,473,189

Capital Outlay	1,045,814	(Equipment and Maintenance and Replacement projects)
Transfers	712,631	(The transfer amount does not include a \$500,000 contribution to the Water Construction Fund for capacity improvement projects funded from cash reserves)
Debt Service	<u>3,050,239</u>	
Total Expenses	<u>\$8,582,615</u>	

Based upon FY 2004-05's revenues of \$8,550,457 and expenditures of \$8,582,615, the proposed three-cent increase will maintain the Water Fund's revenue stream in line with its expenditure stream.

Beaverton's City Code 4.02.150 provides that the City's water rates and charges be established by Council resolution. Attached is a resolution that establishes the new water consumption rate of \$1.82 per CCF and retains the various demand charges (by meter size) that were last established under Resolution 3275 and were continued in Resolution 3781.

RECOMMENDED ACTION:

Council

- Conduct a Public Hearing on the proposed three-cent increase to the water consumption rate from \$1.79 to \$1.82 per CCF; and,
- Adopt the attached resolution that establishes the \$1.82 CCF water consumption rate and retains the various demand charges that were last established in Resolution 3275 and were continued in Resolution 3781.

RESOLUTION NO. 3784

A RESOLUTION ESTABLISHING A NEW WATER CONSUMPTION RATE FOR THE CITY OF BEAVERTON AND REPEALING RESOLUTION 3781

WHEREAS, the City's water system has experienced increased expenditure requirements for operations, maintenance and capital construction; and,

WHEREAS, the Water Fund's FY 2004-05 Adopted Budget included a proposed three-cent increase in the water consumption (use) rate beginning January 1, 2005 and the revenues associated with the increased water consumption rate was included in the FY 2004-05 Adopted Budget in order to maintain a balance between the Water Fund's revenues and expenditures; and,

WHEREAS, Beaverton City Code Section 4.02.150 provides that the rates and charges for City water services be established by Council resolution; now therefore,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF BEAVERTON, OREGON:

Section 1. Water Rate Structure: The City's charges for domestic water effective January 1, 2005 are as follows:

Water Consumption (Use) Rate \$1.82

Demand (Meter) Charges:

¾" Meter	\$ 7.27 (No change from Resolution 3781)
1" Meter	\$ 11.45 (No change from Resolution 3781)
1-1/2" Meter	\$ 18.42 (No change from Resolution 3781)
2" Meter	\$ 26.80 (No change from Resolution 3781)
3" Meter	\$ 46.32 (No change from Resolution 3781)
4" Meter	\$ 74.24 (No change from Resolution 3781)
6" Meter	\$143.99 (No change from Resolution 3781)
8" Meter	\$176.57 (No change from Resolution 3781)

Section 2. Resolution 3781 establishing the old rates is hereby repealed.

Adopted by the Council this 1st day of November, 2004.

Approved by the Mayor this 2ND day of NOVEMBER 2004

Ayes: 4

Nays: 0

ATTEST

Sue Nelson
SUE NELSON, City Recorder

APPROVED:

Rob Drake
ROB DRAKE, Mayor

RESOLUTION NO. 3784

AGENDA BILL

Beaverton City Council
Beaverton, Oregon

SCANNED

SUBJECT: A resolution establishing a new water rate structure for the City

FOR AGENDA OF: 06-2794 BILL NO: 94-187

Mayor's Approval: *[Signature]*

DEPARTMENT OF ORIGIN: Finance *[Signature]*

DATE SUBMITTED: June 17, 1994

CLEARANCES: Finance *lik*
City Attorney *ws*

PROCEEDING: PUBLIC HEARING

EXHIBITS: Water Rate Structure For
FY95 - FY99

BUDGET IMPACT

EXPENDITURE REQUIRED \$0	AMOUNT BUDGETED \$0	APPROPRIATION REQUIRED \$0
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HISTORICAL PERSPECTIVE:

The City's water system faces increased expenditure requirements for operation and maintenance, and one consulting firm of CH2M Hill has updated and reviewed the City's water rates, using the water rate model they developed in 1992.

INFORMATION FOR CONSIDERATION:

Beaverton Code Section 4.02.150 provides that the rates and charges for City water services be established by Council resolution.

RECOMMENDED ACTION:

Hold a public hearing regarding new water rates.

RESOLUTION NO. 3275

A RESOLUTION ESTABLISHING A NEW WATER RATE STRUCTURE FOR
THE CITY OF BEAVERTON AND REPEALING RESOLUTION 3192

WHEREAS, the City's water system faces increased expenditure requirements for operation and maintenance; and,

WHEREAS, the consulting firm of CH2M Hill has updated and reviewed the City's water rates using the water rate model they developed in 1992; and,

WHEREAS, Beaverton Code Section 4.02.150 provides that the rates and charges for City water services be established by Council resolution; and,

THEREFORE, be it resolved by the Council of the City of Beaverton, Oregon:

Section 1. Water Rate Structure. The City's charges for domestic water and the effective dates for those charges are those shown on Exhibit A, attached hereto and incorporated as part of this resolution.

Section 2. Resolution No. 3192 establishing the old rates hereby is repealed.

Adopted by the Council this 11th day of July 1994.

Approved by the Mayor this 13th day of July 1994.

Ayes: 5

Nays: 0

ATTEST:

APPROVED:

Darleen Cogburn
Darleen Cogburn, City Recorder

Rob Drake
Rob Drake, Mayor

Resolution No. 3275

5

EXHIBIT "A"

Item	FY1995	FY1996	FY1997	FY1998	FY1999
Effective Date:	1-Aug-94	1-Jul-95	1-Jul-96	1-Jul-97	1-Jul-98
Meter Charge:					
3/4" Meter	\$5.57	\$6.10	\$6.53	\$6.92	\$7.27
1"	8.78	9.62	10.29	10.91	11.45
1-1/2"	14.13	15.47	16.55	17.54	18.42
2"	20.55	22.51	24.08	25.53	26.80
3"	35.52	38.90	41.62	44.12	46.32
4"	56.93	62.34	66.70	70.70	74.24
6"	110.42	120.91	129.37	137.14	143.99
Volume Charge:	\$1.31	\$1.44	\$1.54	\$1.63	\$1.71

AGENDA BILL

**Beaverton City Council
Beaverton, Oregon**

SUBJECT: Establish Monthly Water Meter
Demand Charge for an 8 Inch Water
Meter

FOR AGENDA OF: 10/04/04 **BILL NO:** 04200

Mayor's Approval: *[Signature]*

DEPARTMENT OF ORIGIN: Finance *[Signature]*

DATE SUBMITTED: 09/27/04

CLEARANCES: City Attorney *[Signature]*
Engineering *[Signature]*

PROCEEDING: Consent Agenda

EXHIBITS: Resolution
Agenda Bill 94187 and Resolution
3275
Agenda Bill 03278 and Resolution
3745
Demand Charge Calculation

BUDGET IMPACT

EXPENDITURE	AMOUNT	APPROPRIATION
REQUIRED \$-0-	BUDGETED \$-0-	REQUIRED \$-0-

HISTORICAL PERSPECTIVE:

The City's current rate structure for water services includes a Water Consumption Rate which is currently \$1.79 per CCF (100 cubic feet) and a Demand Charge, which includes meter sizes from ¾ inch to 6 inch meters. The current Demand Charges have been in existence since August 1998 (Agenda Bill 94187 and Resolution 3275 copy attached). They have been re-established (with no changes or modifications) with each subsequent increase to the Water Consumption Rate, which was most recently enacted on Agenda Bill 03278 and Resolution 3745 (copy attached).

With the recent water system work performed at the Cedar Hills Crossing properties, the City will begin providing water service to this property (located at 3205 SW Cedar Hills Boulevard), which up until this time had been served by the Tualatin Valley Water District (TVWD). The change in water service was contemplated in the latest amendment to the intergovernmental agreement with TVWD in March 2002. City staff are working with TVWD staff and the affected businesses to coordinate the water service change over. The water service to the property requires two 8 inch meters; however our current rate structure (see attached Resolution 3745) does not currently include a Demand Charge for an 8 inch meter. The City needs to establish a demand charge rate for an 8 inch meter.

INFORMATION FOR CONSIDERATION:

The firm of Integrated Utilities Group, Incorporated of Portland, Oregon, a financial consultant specializing in utilities rates and charges has completed the calculation for an 8 inch water meter based upon our demand charges currently in existence (report attached). The firm has established \$176.57 as the monthly demand charge for an 8 inch meter.

Beaverton's City Code 4.02.150 provides that the City's water rates and charges be established by Council resolution. Attached is a resolution that establishes the rate for an 8 inch water meter and retains the current Water Consumption Rate and the various existing Demand Charges (by meter size) that were last established under Resolution 3275 and were continued in Resolution 3745.

RECOMMENDED ACTION:

Council adopt the attached resolution that establishes a Demand Charge for an 8 inch meter.

RESOLUTION NO. 3781

A RESOLUTION ESTABLISHING A NEW WATER
CONSUMPTION RATE FOR THE CITY OF
BEAVERTON AND REPEALING RESOLUTION 3745

WHEREAS, the City's water system has established monthly Demand Charge rates for water meter sizes ¾ inch to 6 inch; and,

WHEREAS, the water system now needs to provide water service through an 8 inch water meter and a monthly Demand Charge for an 8 inch water meter needs to be established; and ,

WHEREAS, the consulting firm of Integrated Utilities Group, Incorporated has calculated the demand charge for an 8 inch water to be \$176.57; and,

WHEREAS, Beaverton City Code Section 4.02.150 provides that the rates and charges for City water services be established by Council resolution; now therefore,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF BEAVERTON, OREGON:

Section 1. Water Rate Structure: The City's charges for domestic water effective October 15, 2004 are as follows:

Water Consumption (Use) Rate \$1.79 (No change from Resolution 3745)

Demand (Meter) Charges:

¾" Meter	\$ 7.27 (No change from Resolution 3745)
1" Meter	\$ 11.45 (No change from Resolution 3745)
1-1/2" Meter	\$ 18.42 (No change from Resolution 3745)
2" Meter	\$ 26.80 (No change from Resolution 3745)
3" Meter	\$ 46.32 (No change from Resolution 3745)
4" Meter	\$ 74.24 (No change from Resolution 3745)
6" Meter	\$143.99 (No change from Resolution 3745)
8" Meter	\$176.57

Section 2. Resolution 3745 establishing the old rates is hereby repealed.

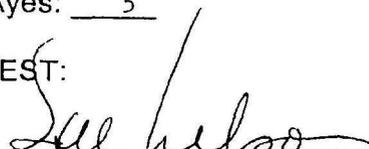
Adopted by the Council this 4th day of October, 2004.

Approved by the Mayor this 5th day of OCTOBER, 2004.

Ayes: 5

Nays: 0

ATTEST:


SUE NELSON, City Recorder

APPROVED:


ROB DRAKE, Mayor



TO: David Winship, City of Beaverton
FROM: Paul L. Matthews
DATE: September 20, 2004
SUBJECT: Calculation of 8-inch Meter Charge
PROJECT: P108.041.RS

This technical memorandum estimates the appropriate fixed monthly charge for an 8-inch meter connecting to the City of Beaverton's water system. The fixed monthly charge for an 8-inch meter was estimated by examining the current fixed monthly charges for other meter sizes and comparing those to the equivalent meter ratios published in the Manual of Water Supply Practices, AWWA M1, *Principles of Water Rates, Fees, and Charges*.

Fixed monthly charges can consist of multiple cost items. In general, the cost items recovered by a fixed monthly charge include:

- Costs that vary by meter size. These costs recover the cost of owning and maintaining meters and services, and
- Charge per billing cycle to recover the cost of customer accounting, meter reading, etc. that do not vary by meter size or the amount of water consumed.

IUG completed an empirical analysis of Beaverton's fixed monthly charges to determine the composition of the costs that vary by meter size versus the costs associated with customer accounting. IUG's analysis determined that a monthly accounting charge of \$0.5727 per bill resulted in the closest relationship of the resulting meter charge to those based on the equivalent meter ratios published by the AWWA in its M1 Manual. Table 1 presents an overview of the results.

IUG estimated the fixed monthly charge for the 8-inch meter by applying the published value for the equivalent meter ratio to the estimate of the equivalent meter cost assuming the customer accounting charge equals \$0.5727 per month. Therefore, the fixed monthly charge for an 8-inch meter would equal \$6.70 times the equivalent meter ratio of 26.36 plus \$0.5727 for the customer accounting charge. The fixed monthly charge for an 8-inch meter, therefore, would be \$176.57.

¹ *Principles of Water Rates, Fees, and Charges, Manual of Water Supply Practices--M1*, Fifth Edition. American Water Works Associates, 2000, page 67

TECHNICAL MEMORANDUM

Page 2

September 20, 2004

P108.041.RS

Table 1
Empirical Analysis of Fixed Monthly Charges

Meter Size	AWWA 5/8 x 3/4 Eq. Meter	Equivalent Mtr based on 3/4	Current Charges			Resulting Implied Eq. Meter Charge	Difference
			Assumed Account Charge	Assumed Meter charge	Total		
3/4-inch	1.10	1.00	\$0.57	\$6.70	\$7.27	1.00	0.00
1-inch	1.40	1.27	0.57	10.88	11.45	1.62	(0.35)
1 1/2-inch	1.80	1.64	0.57	17.85	18.42	2.66	(1.03)
2-inch	2.90	2.64	0.57	26.23	26.80	3.92	(1.28)
3-inch	11.00	10.00	0.57	45.75	46.32	6.83	3.17
4-inch	14.00	12.73	0.57	73.67	74.24	11.00	1.73
6-inch	21.00	19.09	0.57	143.42	143.99	21.41	(2.32)
8-inch	29.00	26.36	0.57	175.99	176.57	26.28	0.09
Total							(0.00)

AGENDA BILL

B averton City Council
Beaverton, Oregon

SUBJECT: Proposed Storm Drain Monthly
Rate Increase for System
Operations

FOR AGENDA OF: 05/16/05 **BILL NO.:** 05101

Mayor's Approval: 

DEPARTMENT OF ORIGIN: Finance 

DATE SUBMITTED: 05/02/05

CLEARANCES: Engineering 
City Attorney 
Operations 

PROCEEDING: Public Hearing

EXHIBITS:

BUDGET IMPACT

EXPENDITURE REQUIRED \$-0-	AMOUNT BUDGETED \$-0-	APPROPRIATION REQUIRED \$-0-
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HISTORICAL PERSPECTIVE:

The City's current charge for Storm Drain services is \$5.75 per month per ESU (Equivalent Service Unit). Single-family residences are assessed 1 ESU. For multi-family and commercial properties, the number of ESU's is determined by dividing its square footage of impervious area by 2,640.

The current \$5.75 monthly charge per ESU is apportioned as follows:

- \$3.75 is the base charge per ESU of which the City retains 73.33% or \$2.75 and 26.67% or \$1.00 is remitted to Clean Water Services (CWS).
- \$2.00 is the City's surcharge fee, which is dedicated to the City's maintenance and rehabilitation program to upgrade or replace storm drain lines and facilities that are deficient or failing.

The City uses its portion of the base charge to perform routine system operations and maintenance activities, which includes sweeping the City's streets on a monthly basis.

CWS is the entity that establishes the maximum base charge amount for all jurisdictions within CWS's service area. The current maximum base charge amount is \$4.00, which is set by CWS's current Rates and Charges Resolution and Order Number 04-42. As stated above, the City is charging only \$3.75 of the maximum \$4.00 base charge. As a comparison, all other cities in CWS's service district are currently charging the maximum \$4.00 base charge (Tigard, Tualatin, Hillsboro, Forest Grove, Sherwood, and Cornelius).

INFORMATION FOR CONSIDERATION:

The FY 2005-06 Proposed Budget includes a recommended \$0.25 increase per month to the base charge for the Storm Drain system's maintenance and operations activities. The City's base charge rate was last increased July 1, 2004 by \$0.25 per month from \$3.50 to \$3.75. Previous to last year's increase, the rate was increased four years ago in August 2001 from \$3.25 to \$3.50.

The proposed \$0.25 increase would produce an additional \$156,000 in annual revenues, and the City would retain 100% of this additional revenue (not shared with CWS). The proposed rate increase of \$0.25 per month would result in an additional \$3.00 per year for a single-family residence over the current charges.

In total, the Storm Drain Fund's FY 2005-06 Proposed Budget is expected to generate base charge revenues of \$1,784,866 for storm drain system operations (this figure includes the additional \$156,000 from the proposed rate increase) and \$157,540 in other revenues for a combined revenue stream of \$1,942,426. The Storm Drain Fund's base charge revenues provide the resources for the storm system's operating costs, which for the FY 2005-06 Proposed Budget are as follows:

Personal Services	\$ 1,054,927
Materials and Services	326,830
Capital Outlay	48,000
Transfers	<u>507,022</u>
Total Expenses	\$1,936,779

Based upon the Storm Drain Fund's FY 2005-06's proposed revenues of \$1,942,426 and expenditures of \$1,936,779, the proposed \$0.25 increase will maintain the fund's revenue stream in line with its expenditure stream.

RECOMMENDED ACTION:

Council,

- Conduct a Public Hearing on the proposed \$0.25 increase to the storm drain monthly charge.
- Authorize the \$0.25 increase to the storm drain monthly base charge effective beginning July 1, 2005.

AGENDA BILL

**Beaverton City Council
Beaverton, Oregon**

SUBJECT: An Ordinance Annexing Property Located Immediately North of the Sunset Highway and Generally Southwest of NW Barnes Road to the City of Beaverton: Expedited Annexation 2004-0015

05/16/05
FOR AGENDA OF: 05/02/05 **BILL NO:** 05091

Mayor's Approval: [Signature]

DEPARTMENT OF ORIGIN: CDD [Signature]

DATE SUBMITTED: 04/14/05

CLEARANCES: City Attorney [Signature]

Planning Services [Signature]

PROCEEDING: ~~First Reading~~
Second Reading and Passage

EXHIBITS: Ordinance
Exhibit A - Map
Exhibit B - Legal Description
Exhibit C - Staff Report Dated 04/13/05

BUDGET IMPACT

EXPENDITURE REQUIRED \$0	AMOUNT BUDGETED \$0	APPROPRIATION REQUIRED \$0
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HISTORICAL PERSPECTIVE:

This request is to annex one tax parcel with no assigned street address. The property is approximately 1.5 acres and is undeveloped. No one resides on the property. The property owner has consented to the annexation. This consent allows this to be processed as an expedited annexation under ORS 222.125 and Metro Code 3.09.045 and no public hearing is required.

INFORMATION FOR CONSIDERATION:

This ordinance and the attached staff report address the criteria for annexation in Metro Code Section 3.09.

Beaverton Code Section 9.06.035A provides the City Council the option of adding this property to an appropriate Neighborhood Association Committee (NAC) at the time of annexation. The Neighborhood Office does not recommend adding this parcel to a Neighborhood Association Committee (NAC) boundary at this time.

In December the City and Washington County entered into an Intergovernmental Agreement that established an area "A", in which the City could proceed with annexations without County consent, and an area "B", in which the City would need to obtain County consent to proceed with annexation. This proposed annexation is in area "B". The Washington County Board of Commissioners consented to the City of Beaverton annexing this property at its February 1, 2005 Board meeting.

Staff recommends the City Council adopt an ordinance annexing the referenced property, effective 30 days after Council approval and the Mayor's signature on this ordinance.

RECOMMENDED ACTION:

~~First Reading~~
Second Reading and Passage

ORDINANCE NO. 4353

AN ORDINANCE ANNEXING PROPERTY LOCATED IMMEDIATELY NORTH OF THE SUNSET HIGHWAY AND GENERALLY SOUTHWEST OF NW BARNES ROAD TO THE CITY OF BEAVERTON: EXPEDITED ANNEXATION 2004-0015

- WHEREAS,** This expedited annexation was initiated under authority of ORS 222.125, whereby the owner of the property, with no electors, has consented to annexation; and
- WHEREAS,** This property is in Beaverton's Assumed Urban Services Area and Policy 5.3.1.d of the City's acknowledged Comprehensive Plan states: "The City shall seek to eventually incorporate its entire Urban Services Area."; and
- WHEREAS,** City policy as adopted in Resolution No. 2660, Sections 2 and 4, is to extend City services to properties through annexation; and
- WHEREAS,** In accordance with the "Beaverton-Washington County Intergovernmental Agreement Interim Urban Service Plan" the Washington County Board of Commissioners consented to the annexation of this property by the City of Beaverton at its February 1, 2005 Board meeting; now, therefore,

THE CITY OF BEAVERTON ORDAINS AS FOLLOWS:

- Section 1.** The property shown on Exhibit A and more particularly described in Exhibit B is hereby annexed to the City of Beaverton, effective 30 days after Council approval and signature by the Mayor.
- Section 2.** The Council accepts the staff report attached hereto as Exhibit C, and finds that:
- a. There are no provisions in urban service provider agreements adopted pursuant to ORS 195.065 that are directly applicable to this annexation; and
 - b. This annexation is consistent with the City-Agency agreement between the City and Clean Water Services in that partial responsibility for sanitary and storm sewer facilities within the area annexed will transfer to the City upon this annexation.
- Section 3.** The Council finds this annexation will promote and not interfere with the timely, orderly, and economic provision of public facilities and services, in that:
- a. The part of the property that lies within the Washington County Urban Road Maintenance District will be withdrawn from the district; and
 - b. The part of the property that lies within the Washington County Enhanced Sheriff Patrol District will be withdrawn from the district; and
 - c. The City having annexed into the Tualatin Valley Fire and Rescue District in 1995, the property to be annexed by this Ordinance shall be annexed to or remain within that district; and
 - d. The territory will remain within boundaries of the Tualatin Valley Water District.

Section 4. The Council finds that this annexation complies with all other applicable criteria set out in Metro Code Chapter 3.09 as demonstrated in the staff report attached as Exhibit C.

Section 5. The City Recorder shall place a certified copy of this Ordinance in the City's permanent records, and the Community Development Department shall forward a certified copy of this Ordinance to Metro and all necessary parties within five days of the effective date.

Section 6. The Community Development Department shall transmit copies of this Ordinance and all other required materials to all public utilities and telecommunications utilities affected by this Ordinance in accordance with ORS 222.005.

First reading this 2nd day of May, 2005.

Passed by the Council this _____ day of _____, 2005.

Approved by the Mayor this _____ day of _____, 2005.

ATTEST:

APPROVED:

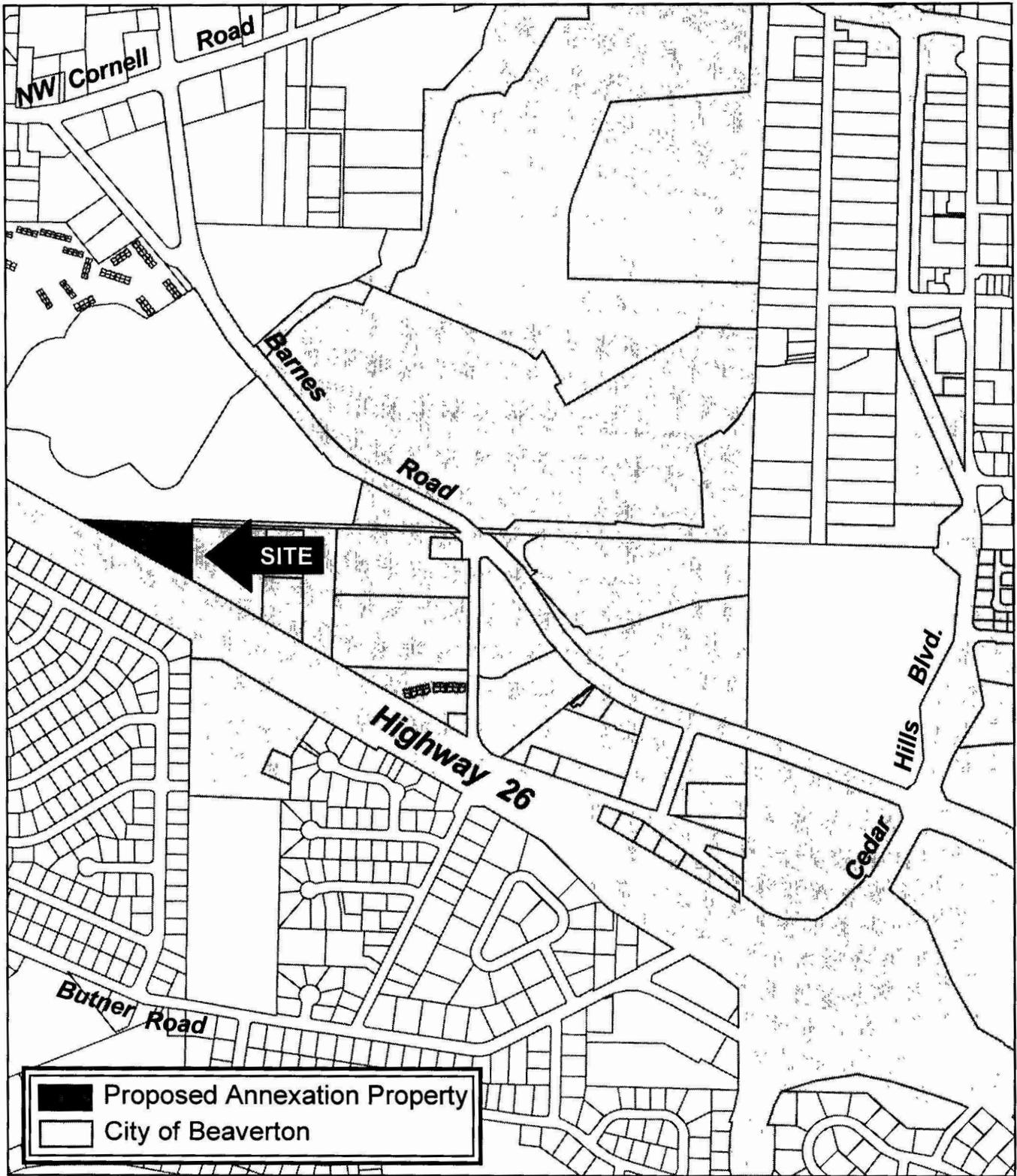
SUE NELSON, City Recorder

ROB DRAKE, Mayor

VICINITY MAP

ORDINANCE
NO. 4353

EXHIBIT A



CITY OF BEAVERTON

Elkins Family Partnership Expedited Annexation

COMMUNITY DEVELOPMENT DEPARTMENT

Planning Services Division

11/24/04

Map #
1s104AA00100



Application #
ANX 2004-0015