

MEMORANDUM CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

FROM: Sherilyn Lombos, City Manager

DATE: August 13, 2018

SUBJECT: Work Session for August 13, 2018

5:00 p.m. (60 min) – Parks & Recreation Master Plan. The City Council will receive a status report from staff and the project consultants on the Parks and Recreation Master Plan project with a focus on the Funding Sources and System Development Charges (SDC).

6:00 p.m. (10 min) – Letters of Support for Enhanced Shuttle Service. With the adoption of HB 2017, Keep Oregon Moving, new funds were made available to support transit throughout Oregon. TriMet is allocating a portion of these funds through the FY19-FY21 Regional Coordination Program. Washington County and Clackamas County are submitting applications to support and enhance last mile shuttle service in Tualatin.

6:10 p.m. (40 min) – Tualatin Moving Forward Update. Following the approval of a \$20 million funding measure by Tualatin voters on the May 15, 2018 election, city staff have moved forward with implementing the program. At the June 2018 Council Work Session, the Council heard the initial plans for the program and weighed in on prioritizing some projects. This session will focus on the community outreach components of the program as well as a status update on the first projects expected to be completed with this funding.

6:50 p.m. (10 min) – Council Meeting Agenda Review, Communications & Roundtable. Council will review the agenda for the August 13th City Council meeting and brief the Council on issues of mutual interest.



MEMORANDUM CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Richard Mueller, Parks and Recreation Manager

Ross Hoover, Parks and Recreation Director

DATE: 08/13/2018

SUBJECT: Parks and Recreation Master Plan Update

ISSUE BEFORE THE COUNCIL:

The City Council will receive a status report from staff and the project consultants on the Parks and Recreation Master Plan project with a focus on the Funding Sources and System Development Charge (SDC).

EXECUTIVE SUMMARY:

The Parks and Recreation Master Plan Update Project was initiated in July of 2017 and has now progressed through several phases. This status report will inform Council on Funding Sources and SDC's. This is an opportunity for Council to provide direction, input and comments on the funding opportunities and SDC Methodology.

The attached PowerPoint presentation and documents provide an overview of Funding Sources and SDC Methodology. At their July 31 meeting, the Project Advisory Committee discussed and unanimously recommends that Council apply SDC charges to commercial and industrial development.

For summaries and detailed reports on each phase of the project, please see the project website at:

https://www.tualatinoregon.gov/recreation/webforms/parks-recreation-master-plan-update.

NEXT STEPS:

The next steps consist of finalizing the SDC Methodology and Action Plan.

The Draft Master Plan for public, Project Advisory Committee, and Council review is scheduled for the summer and fall, with the Plan Adoption to be considered in the fall 2018.

Attachments: Parks SDC Residential Rate Comparison

Parks SDC Non-Residential Rate Comparison

PowerPoint

City of Tualatin

DRAFT Parks & Recreation System Development Charge Methodology Residential SDC Rate Comparisons by Selected Cities



City	Rate Unit Type	Source
Happy Valley	\$21,206.00 SFDU	Happy Valley 2017 Methodology Study
Portland	\$14,615.00 >2,200 sq ft Non-Central City	Portland 2018 Park SDC Rates
Tualatin Hills PRD	\$13,672.00 SFDU - Bonny Slope West	Tualatin Hills PRD Resolution No. 2018-07
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Note: The City of Portland charges SDCs per dwelling unit, but has separate rates defined by unit size and location within the city.



City of Tualatin

DRAFT Parks & Recreation System Development Charge Methodology Nonresidential SDC Rate Comparisons by Selected Cities



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Note: This is a selection of cities with nonresidential SDCs charged on a per square foot basis. Other cities that charge nonresidential SDCs per employee include Happy Valley, Hillsboro, Lake Oswego, Tigard, Canby, Tualatin Hills PRD, Oregon City, Sherwood, Cornelius, and North Clackamas PRD.





PARKS FUNDING AND SYSTEM DEVELOPMENT CHARGE METHODOLOGY

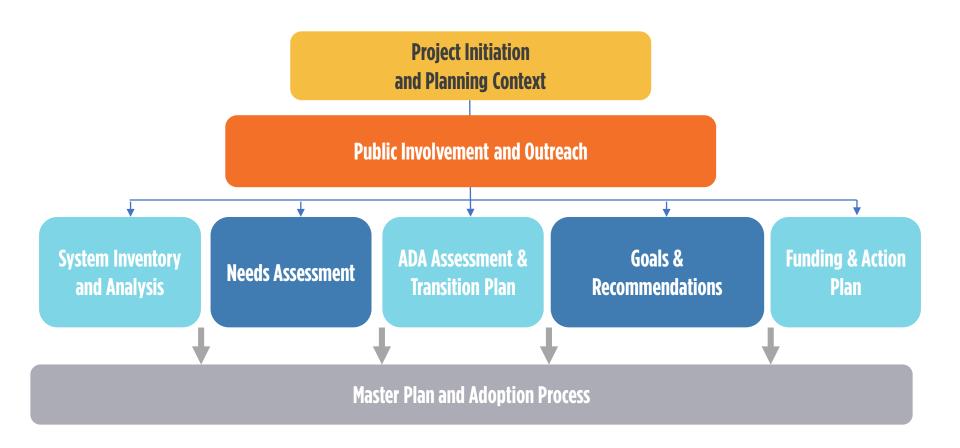
CITY COUNCIL WORK SESSION

Monday, August 13, 2018





Planning Process





Agenda

- Potential Funding Sources
- II. System Development Charges Overview
- III. Calculation of Park SDCs
- IV. Rate Comparisons
- V. Questions & Discussion



Purpose of Meeting

- Discuss funding options / types of funds needed.
- Discuss potential changes to the City's SDC methodology.
- Receive questions and feedback.

 We are <u>not</u> requesting policy decisions about funding or SDCs.





Funding Sources

A variety of funding sources will be needed.

- Capital funding: Covers new construction, expansion, renovation, or replacement projects for existing parks and facilities.
- Operations funding: Covers ongoing services, such as maintenance, facility operations, recreation programming, events, marketing and management.



Funding Restrictions

- Funding sources may be restricted on how they are spent.
- Examples of restrictions:
- SDCs capital projects to support new or increased use (equivalent to the existing level of service)
- Grants projects that support mission of granting agency (e.g., tourism, trails, boat ramps)



Potential Sources

Funding Source	Currently Used by City?	May be Used for Operations	May be Used for Capital Improvements	Restrictions on Use
Property Taxes	Υ	٧	٧	
Charges for Services	Υ	٧	٧	
Parks SDCs	Y		٧	Capacity enhancement projects
Transient Lodging Tax	Y	٧	٧	70% for tourism-related projects
General Obligation Bond	Y		٧	
Operating Levy	N	V		
Park Utility Fee	N	٧		
Public Agency Grants			٧	Specified by grant
Philanthropic Grants		٧	٧	Specified by grant
Donations	Υ	٧	٧	May be specified by donor

Note: Funding amounts and revenues may be limited by other factors, such as market considerations, tax limits/compression, voter support, amount of new development, etc.



Funding Options

- Increase existing sources (including SDCs)
- Secure grants and donations
- Pursue bond for big ticket items--after voter education process and coordination
- Ensure maintenance funding is available for new projects (e.g., utility fee or operating levy)
- Diversify funding (concessions fees, naming rights, other options)





Definition of an System Development Charge:

One time payment...

...by new development...

...for capital costs of facilities...

....needed by new development.



Reasons governments charge SDCs:

- Revenue: to fund public parks and recreation facilities
- Policy: to ensure growth pays a portion of costs
- Quality of life: to ensure public facilities keep up with the demands caused by growth



SDC Process:

- Draft methodology development
- Public notification (90 days)
- Methodology revisions (if any)
- Public review (60 days)
- Final methodology
- Methodology adoption (mid November)
- Approval of new rate





State Laws for SDCs

- Fair Share
 - Growth can pay for growth, but not deficiencies
- Proportionate Share
 - SDC must be proportionate to the impact
- Credits
 - City must provide credits for qualified contributions and not double charge
- Capital Improvements Plan
 - All projects to be funded with SDCs must be included in the CIP

What can SDCs pay for?

- Improvement Fee
 - Can pay for capacity increasing capital facilities in the CIP
- Reimbursement Fee
 - Can pay for existing capital facilities if excess capacity is identified in the methodology (not applicable to Tualatin)
- SDCs can be used to cover the costs of complying with SDC regulations
- SDCs <u>may not</u> be used for operations or maintenance costs





Growth Forecast

City of Tualatin Population (Ex 2, p. 9)

Year	Population	CAGR (1)	CAGR Years
2000	22,791		
2010	26,054	1.3%	2000-2010
2016	26,840	0.5%	2010-2016
2035	29,950	0.6%	2016-2035

- (1) CAGR: Compound Annual Growth Rate
- (2) Population Sources:
 - 2000 2016: City of Tualatin from Portland State University College of Urban and Public Affairs, Population Research Center, 2016.
 - 2035: 2035 Forecast of Population provided by the City of Tualatin. Includes estimates for growth in the existing city limits plus the Basalt Creek Concept Plan Area.



Growth Forecast

City of Tualatin Employment (Ex 3, p. 9)

Year	Employment			
2010	22,972			
2016	29,506			
2035	40,668			

(1) Employment Sources:

- 2010 and 2035 Employment data provided by City of Tualatin, 2035 TAZ Forecast Distribution by Jurisdiction MetroScope "Gamma" Employment Forecast.
- 2016 Employment data provided by City of Tualatin staff.
- 2035 Employment data provided by City of Tualatin staff.



Growth Forecast

City of Tualatin Equivalent Population (Ex 4, p. 10)

	Equivalent	2016 Base	2016 Base	2035 Horizon	2035 Horizon	2016-2035	2016-2035
	Population	Year Full	Year	Year Full	Year	Growth Full	Growth
	Coefficient	Population	Equivalent	Population	Equivalent	Population	Equivalent
	(1)	(2)	Population (3)	(2)	Population (3)	(4)	Population (5)
Residential Population	1.00	26,840	26,840	29,950	29,950	3,110	3,110
Nonresidential Population	0.34	29,506	10,130	40,668	13,962	11,162	3,832
Total	N/A	N/A	36,970	N/A	43,912	N/A	6,942

- (1) Weighted equivalency based on the average number of hours per day that parks and facilities are available for use by different population segments (see Appendix A).
- (2) Sources: Exhibits 2 and 3.
- (3) Equivalent Population = Equivalent Population Coefficient x Full Population.
- (4) 2016-2035 Growth Full Population = 2035 Full Population 2016 Full Population.
- (5) 2016-2035 Growth Equivalent Population = 2035 Equivalent Population 2016 Equivalent Population.



Current Park Level of Service Ratio (Ex 5, p. 12)

Invent	tory	Current Equivalent Pop		Level of Service Ratio		
316.14	acres ÷	36,970	=	8.55	acres per 1,000 pop	

Note: This is based on the existing level of service. It does not factor in the higher level of service desired by the community. Other funding sources will be needed to support a higher level of service.



Park Level of Service Ratio (Ex 6, p. 12)

Level of Service Ratio		2016-2035 Growth		Additional Acres Needed for Growth	Additional Acres in CIP
8.55	acres per 1,000 pop x	6,942	=	59.36	64.78



Parks Cost per Acre (Ex 7, p. 13)

Туре	Eligible Cost	Acres		Cost per Acre
Land Acquisition	\$16,012,500 ÷	64.78	=	\$247,183
Improvements	\$58,029,748 ÷	144.54	=	\$401,490
Total	\$74,042,248			\$648,673

Note: Appendix C (p. 25) notes the capital projects factored into eligible costs.



Parks Cost per Equivalent Person (Ex 8, p. 14)

Cost per Acre		Level o Service		Cost per 1,000 Population	Cost per Equivalent Population
\$648,673	Χ	8.55	=	\$5,547,035	\$5,547

Note: Level of service is a ratio of acres per 1,000 equivalent population.



Adjustment per Equivalent Person (Ex 9, p. 15)

	Adjustment	2016-2035 Growth	Adjustment per Equivalent Population
Compliance costs (1)	\$462,087		
Fund Balance (2)	(\$270,000)		
Other Revenue (3)	\$0		
Total	\$192,087 ÷	6,942	= \$28

- (1) Compliance costs are calculated using a 1.2% compliance costs to total eligible cost to serve growth (cost per person x 2016-2035 growth).
- (2) Fund balance for the fiscal year 2018/19 provided by the City of Tualatin.
- (3) Other revenue is secured funding from the 2018-2035 CIP, for which \$0 has been identified.



Net Cost per Equivalent Person (Ex 10, p. 16)

	Cost per Equivalent Population
Total Cost per Person	\$5,547
Total Adjustment	\$28
Net Cost per Person	\$5,575



Park System Development Charge per Unit of Development (Ex 11, p. 16)

Туре	Net Cost per Equivalent Person		Equivalent Population per Unit	Unit of Development		SDC Per Unit of Development
Residential	\$5,575	Χ	2.40	dwelling unit =	=	\$13,373
Nonresidential	\$5,575	Х	0.0005	square foot =	=	\$2.67

Notes:

- (1) The average number of persons per unit in Tualatin, as per the U.S. Census ACS 5-Year Estimates.
- (2) The weighted average number of employees per square foot, calculated in the Metro 1999 Employment Density Study.





Residential Rate Comparisons

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Next Steps

- Public Draft Master Plan: September
- Draft Master Plan Review: September
 - Community
 - PAC
 - City Council
- Revised Master Plan: October
- Master Plan Adoption: October
- SDC Methodology Adoption: November







MEMORANDUM CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Garet Prior, Management Analyst II

Aquilla Hurd-Ravich, Director of Community Development

DATE: 08/13/2018

SUBJECT: Consideration of letters of support for Washington County and Clackamas County

applications to the Statewide Transportation Improvement Fund (STIF)

FY19-FY21 Regional Coordination Program.

ISSUE BEFORE THE COUNCIL:

With the adoption of HB 2017, Keep Oregon Moving, new funds were made available to support transit throughout Oregon. TriMet is allocating a portion of these funds through the FY19-FY21 Regional Coordination Program. Washington County and Clackamas County are submitting applications to support and enhance last mile shuttle service in Tualatin.

EXECUTIVE SUMMARY:

For nearly two decades, the Tualatin Shuttle, now operated by Ride Connection, has provided integral, on-demand, last-mile transit connections for local and regional employees. With the complete lack of transit service in our major employment centers, the Tualatin Shuttle has consistently provided an alternative form of transportation free to riders that connect employees from downtown Tualatin where bus lines and commuter rail converge, to jobs. Furthermore, potential new businesses have expressed a need for fixed-route transit service that is reliable, convenient, and accessible to people with disabilities.

The Tualatin Transportation Systems Plan (TSP) and Comprehensive Plan are supportive of actions that would enhance the existing shuttle service to better connect where people live and work within our community (e.g. Transit Policy 2, Bus Rapid Transit Action 8 & 9, Transit Modal Plan Action 6, and Transportation Demand Management Policy 5). Specific needs of our system include reinforcing the connection to Bridgeport Village and extending east of Tualatin to connect with regional employment and higher-education centers.

This grant would support planning, capital, and ongoing operations of last mile shuttles in an effort to reduce fragmentation and enhance existing services.

Washington County has proposed supporting a local transit provider to enhance the existing Tualatin Shuttle routes with additional service, more demand-response routes, and to further connections with Bridgeport Village and eastern Tualatin.

Clackamas County has proposed pursuing an eastern route from Tualatin to West Linn or Oregon City to connect with regional employment, medical, and higher-education centers. This route is supported by the TriMet Southwest Service Enhancement Plan.

RECOMMENDATION:

Staff recommends approval of the letters of support for Washington County and Clackamas County applications to the Statewide Transportation Improvement Fund (STIF) FY19-FY21 Regional Coordination Program.

Attachments: Clackamas County Letter

Washington County Letter



City of Tualatin

www.tualatinoregon.gov

August 13, 2018

TriMet Board of Directors TriMet Administrative Office 4012 SE 17th Avenue Portland, OR 97202

RE: Statewide Transportation Improvement Fund FY19-FY21 Regional Coordination Program Grant Application

Dear TriMet Board of Directors,

On behalf of the Tualatin City Council, I would like to express our support for Clackamas County's application to the Statewide Transportation Improvement Fund (STIF) FY19-FY21 Regional Coordination Program (RCP) for last mile shuttles.

For nearly two decades, the Tualatin Shuttle, now operated by Ride Connection, has provided integral, on-demand, last-mile transit connections for local and regional employees. With the complete lack of transit service in our major employment centers, the Tualatin Shuttle has consistently provided an alternative form of transportation free to riders that connect employees from downtown Tualatin where bus lines and commuter rail converge, to jobs. Furthermore, potential new businesses have expressed a need for fixed-route transit service that is reliable, convenient, and accessible to people with disabilities.

The Tualatin Transportation Systems Plan (TSP) and Comprehensive Plan are supportive of actions that would enhance the existing shuttle service to better connect where people live and work within our community (e.g. Transit Policy 2, Bus Rapid Transit Action 8 & 9, Transit Modal Plan Action 6, and Transportation Demand Management Policy 5). Specific needs of our system include reinforcing the connection to Bridgeport Village and extending east of Tualatin to connect with regional employment and higher-education centers.

The City of Tualatin welcomes action from Clackamas County in administering this grant to support planning, capital, and ongoing operations of last mile shuttles in an effort to reduce fragmentation and enhance existing services. The proposed connection from Tualatin to West Linn and Oregon City would meet our goals for connections with regional employment, medical, and higher-education centers.

The City of Tualatin remains committed to partnering with TriMet to further expand the transit system for the betterment of all those who work, live, and play in Tualatin.

Sincerely,

Lou Ogden Mayor, Tualatin



City of Tualatin

www.tualatinoregon.gov

August 13, 2018

TriMet Board of Directors
TriMet Administrative Office
4012 SE 17th Avenue
Portland, OR 97202

RE: Statewide Transportation Improvement Fund FY19-FY21 Regional Coordination Program Grant Application

Dear TriMet Board of Directors,

On behalf of the Tualatin City Council, we would like to express our support for Washington County's application to the Statewide Transportation Improvement Fund (STIF) FY19-FY21 Regional Coordination Program (RCP) for last mile shuttles.

For nearly two decades, the Tualatin Shuttle, now operated by Ride Connection, has provided integral, on-demand, last-mile transit connections for local and regional employees. With the complete lack of transit service in our major employment centers, the Tualatin Shuttle has consistently provided an alternative form of transportation free to riders that connect employees from downtown Tualatin where bus lines and commuter rail converge, to jobs. Furthermore, potential new businesses have expressed a need for fixed-route transit service that is reliable, convenient, and accessible to people with disabilities.

The Tualatin Transportation Systems Plan (TSP) and Comprehensive Plan are supportive of actions that would enhance the existing shuttle service to better connect where people live and work within our community (e.g. Transit Policy 2, Bus Rapid Transit Action 8 & 9, Transit Modal Plan Action 6, and Transportation Demand Management Policy 5). Specific needs of our system include reinforcing the connection to Bridgeport Village and extending east of Tualatin to connect with regional employment and higher-education centers.

The City of Tualatin welcomes action from Washington County in administering this grant to support planning, capital, and ongoing operations of last mile shuttles in an effort to reduce fragmentation and enhance existing services. Upgrades to the Tualatin Shuttle would meet the mobility needs of today's workforce by improving reliability and options.

The City of Tualatin remains committed to partnering with TriMet to further expand the transit system for the betterment of all those who work, live, and play in Tualatin.

Sincerely,

Lou Ogden Mayor, Tualatin



MEMORANDUM CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Tanya Williams, Assistant to the City Manager

Jeff Fuchs, Public Works Director

DATE: 08/13/2018

SUBJECT: Update on the Transportation Funding Measure: Tualatin Moving Forward

ISSUE BEFORE THE COUNCIL:

The Council will review and consider the Strategic Communications Plan for the program as well as the various opportunities for the community to engage as the program and projects move forward. The Council will also hear a status update on the projects anticipated to move forward this summer.

EXECUTIVE SUMMARY:

Following the approval of a \$20 million funding measure by Tualatin voters on the May 15, 2018 election, city staff have moved forward with implementing the program. At the June 2018 Council Work Session, the Council heard the initial plans for the program and weighed in on prioritizing some projects. This session will focus on the community outreach components of the program as well as a status update on the first projects expected to be completed with this funding.

Attachments: PowerPoint





City Council Priority: Transportation Funding

City Council Work Session

August 13, 2018



Strategic Communications Plan

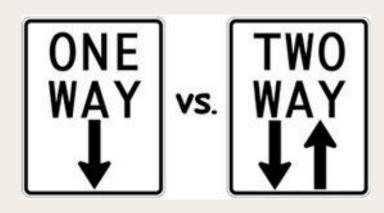
Communications Goals

- ✓ Be fully transparent & commit to communicating at every stage
- Continue to engage the community in projects
- ✓ Use multiple channels to communicate with diverse audiences
- ✓ Demonstrate progress and build confidence with the community- score cards, quarterly reports, project signage etc.



✓ Public Information Module: 1-way communication to provide updates

✓ Public Information Module: 2-way communication to engaged stakeholders in key decisions on specific projects





- ✓ Traffic Congestion & neighborhood traffic safety are the #1 concern among Tualatin residents
- ✓ Voters approved a \$20 million G0 bond to address traffic congestion & safety
- ✓ Congestion relief projects will add new signals and travel lanes
- ✓ Safety improvements incorporate a variety of feedback signs in areas identified by residents
- ✓ These projects are ready to go and most can be completed in 3-5 years
- ✓ Tualatin's financial management has provided a low interest rate ensuring a high rate of return on the investment



Materials & Tools

- ✓ A branded, updated website with projects that include both bond projects & regional projects
- ✓ Fact sheets, talking points & FAQ's
- ✓ Quarterly and annual reports on progress
- ✓ Project signage & celebrations
- ✓ Branded site signage
- ✓ Celebrate completed projects
- ✓ Program metrics- design, build, complete



Fast-Track Projects - Sneak Preview

- 1. 115th Ave from Tualatin Rd to Hazelbrook Rd: buffered bike lanes serving Hazelbrook Middle School
- 2. Avery St between Boones Ferry Road and Martinazzi Ave: driver feedback signs
- 3. **Ibach St pedestrian crossing:** connecting Ibach Park
- 4. Sagert St pedestrian crossing: connecting Atfalati Park
- 5. Siletz Dr / Boones Ferry Road: intersection improvements

- ✓ Work begins on these projects this year
- ✓ All will be completed before 2019!



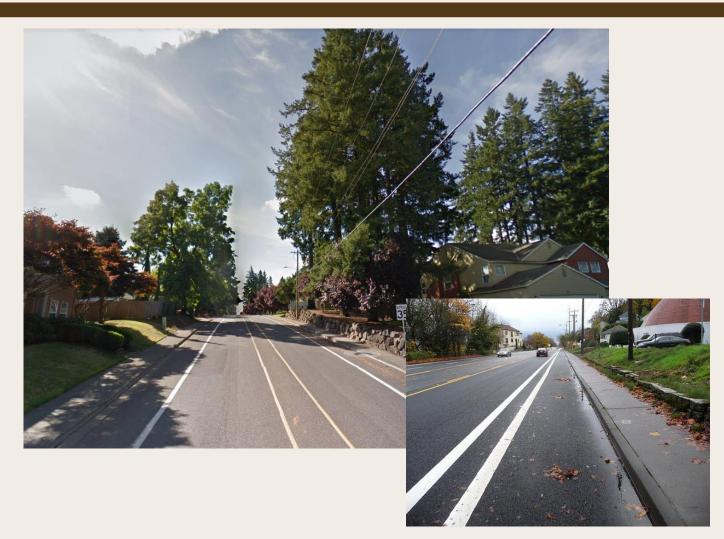
1. 115th Ave from Tualatin Rd to Hazelbrook Rd: bike lanes serving Hazelbrook Middle School

Re-stripe 115th Ave to replace existing bike lanes with buffered bike lanes

Completion: September 2018

Estimate: \$28,000

Project Type: Safe Access to Schools





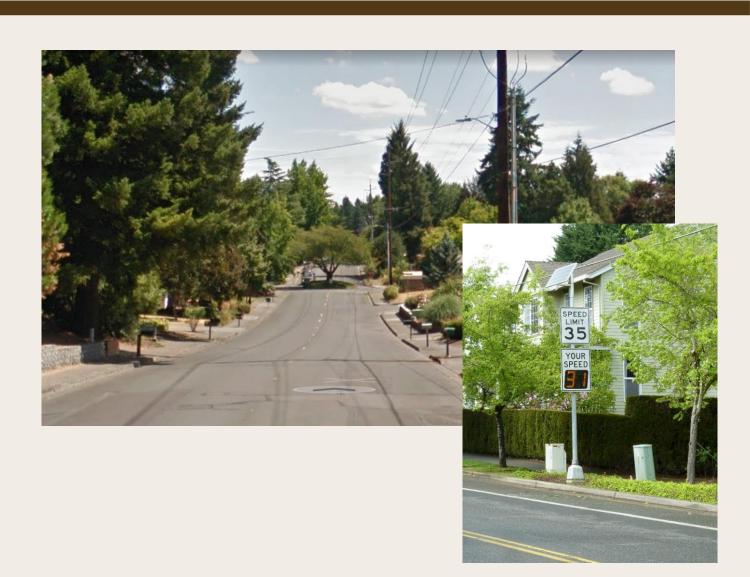
2. Avery St between Boones Ferry Road and Martinazzi Ave: driver feedback signs

Install solar-powered driver feedback signs to change driver behavior

Completion: September 2018

Estimate: \$30,000

Project Type: Neighborhood Safety





3. **Ibach St pedestrian crossing:** serving Ibach Park

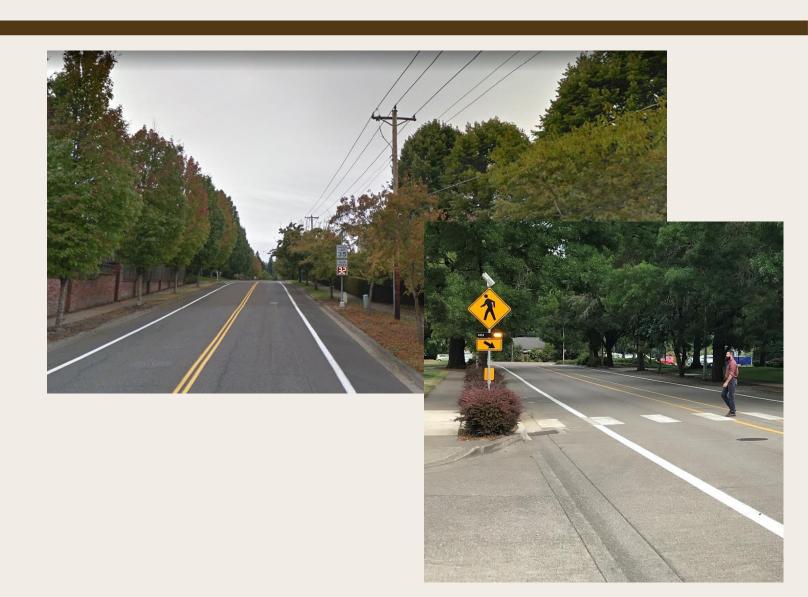
Install crosswalk and pedestrian-activated signal on lbach to serve the south side of lbach Park.

Completion: November 2018

Estimate: \$30,000

Project Type: Neighborhood Safety;

(Safe Access to Parks)





4. Sagert St Pedestrian Crossing: connecting to Atfalati Park

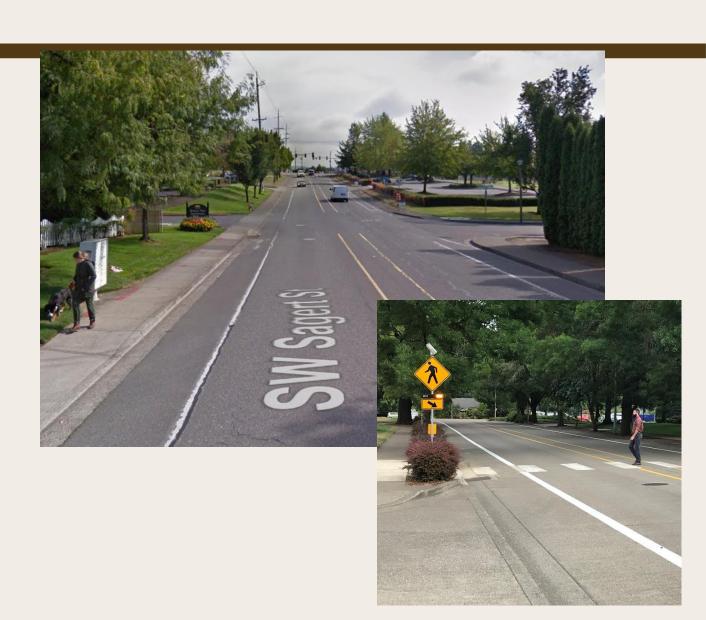
Install crosswalk with pedestrian-activated signal on Sagert St connecting to Atfalati Park and transit

Completion: November 2018

Estimate: \$50,000

Project Type: Neighborhood Safety; (Safe Access to

Parks)





5. Siletz and BoonesFerry Road: intersection improvements

Install pedestrian-activated signal, new ADA curb ramps, and sidewalk connections to improve the intersection safety

Completion: November 2018

Estimate: \$426,000

Project Type: Neighborhood Safety





Safe Routes to Schools Grant Application

→ Garden Corner Curves ←

Serves Title 1 School within 1-mile radius – Tualatin Elementary

Positively affects ability for children to walk or ride bikes to school

\$16-million available in 2019-20

Minimum 20% match and maximum award is \$2-million /project

Letter of Intent due 8/31/2018 and Application due 10/15/2018

Program Manager RFP

Advertising in August

Garden Corner Curves RFP

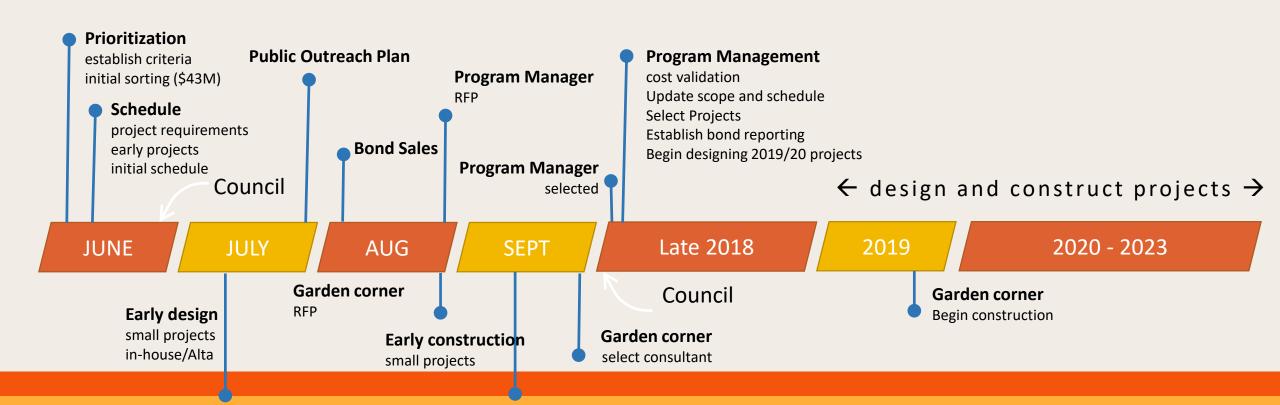
Advertising in August





TUALATIN OREGON

Program Delivery





Bond Rating

- Staff Presented to Moody's Investors Service on July 19th
 - Robust Financial Position
 - Low Debt Levels
 - Large Tax Base
 - Strong, Diversified Economy
- Affirmed Aa1 Rating



Bond Sale Update

- Sold \$23,750,000 of Bonds on August 8th
 - \$20,000,000 Transportation Bond
 - \$3,750,000 Refunding Bonds
 - 2005 Parks Bonds
 - 2006 Library Bonds
- Net Interest Cost 2.65%
- Bonds sold at a Premium