



MEMORANDUM CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

FROM: Sherilyn Lombos, City Manager

DATE: November 13, 2018

SUBJECT: Work Session for November 13, 2018

5:00 p.m. (30 min) – Tualatin Tomorrow Update. Tualatin Tomorrow, the City’s visioning process and committee is in the last year of its’ current action plan. To date, nearly all of the items are complete, underway, or are “on-going” deeming them essentially complete. In 2018, the Tualatin Tomorrow advisory committee has been reviewing the work and accomplishments of the partners over the last several years. Tonight we will discuss the current status of the vision action plan as well as the next phase of Tualatin Tomorrow.

5:30 p.m. (30 min) – Small Cellular Wireless Fees. Council will discuss proposed fees for small cell wireless attachments located in City right-of-way.

6:00 p.m. (45 min) – Parks System Development Charge Update - Rates. The Parks SDC methodology is scheduled for consideration at the Council meeting on December 10, 2018 following a 60-day notice period. Council may set the actual SDC rates after adopting the SDC methodology. Staff is requesting Council discussion regarding appropriate Parks SDC rates.

6:45 p.m. (15 min) – Council Meeting Agenda Review, Communications & Roundtable. Council will review the agenda for the November 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: Tanya Williams, Assistant to the City Manager

DATE: 11/13/2018

SUBJECT: Tualatin Tomorrow Advisory Committee Update

ISSUE BEFORE THE COUNCIL:

Tualatin Tomorrow, the City's current visioning process and committee is in the last year of its' current action plan update. To date, nearly all of the items are complete, underway, or are "on-going" deeming them essentially complete. In 2018, the Tualatin Tomorrow advisory committee has been reviewing the work and accomplishments of the partners over the last several years. During this review period, the City has taken time to evaluate the program and discuss the next phase of Tualatin Tomorrow.

Attachments: [presentation](#)



TUALATIN
TOMORROW

TUALATIN TOMORROW VISION + ACTION PLAN

PROGRAM UPDATE

City Council Presentation – November 13, 2018

Tualatin Tomorrow in Review

- Tualatin Tomorrow kicked off in 2006, plan adopted in 2007
- Catalyzed community conversation and how we interact with the community and hear about issues/priorities
- Tualatin Tomorrow Advisory Committee established in 2011
- 5 year update- resulted in Vision action plan with 100 action items to implement the vision statements
- Update adopted in 2014

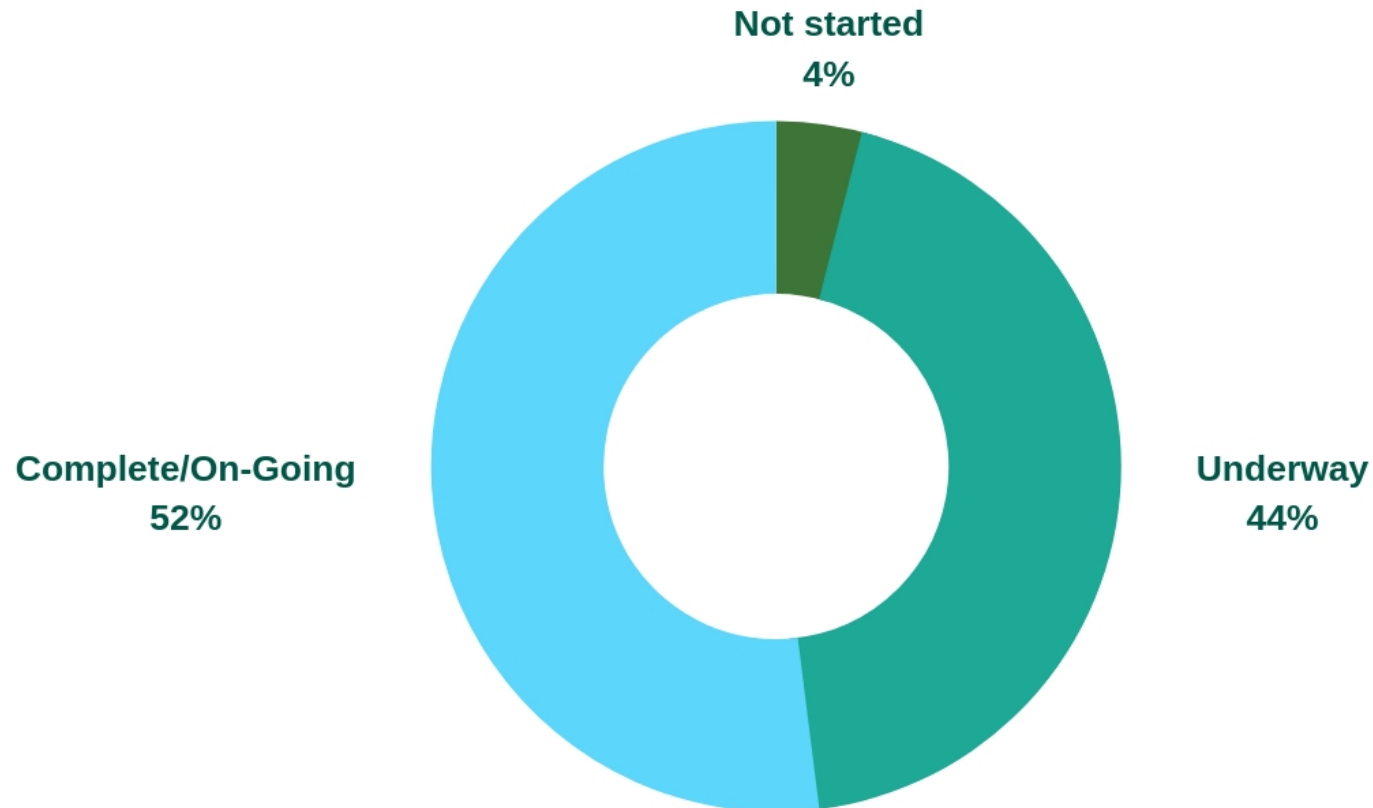
Tualatin Tomorrow Vision

Our vision for the future of Tualatin:

- Arts and culture, education and community activities include the entire community and provide opportunities for youth
- We have revitalized our town center and increased housing choices by carefully planning for new growth and development
- Our parks, protected open spaces, waterways and wetlands, and beautiful canopy of trees have enhanced our environment and increased recreational opportunities
- Residents are safe and healthy, and supported by strong law enforcement, comprehensive social services and accessible health care
- We have promoted greater mobility by improving traffic flow, increasing transit choices, and providing for pedestrian- and bicycle friendly walkways and streets
- Governance is guided by a shared vision, proactive leadership and engaged citizens

Committee Review & Look Ahead

- Reviewed progress on action plans- 96% are complete or underway thanks to the work of our partners.



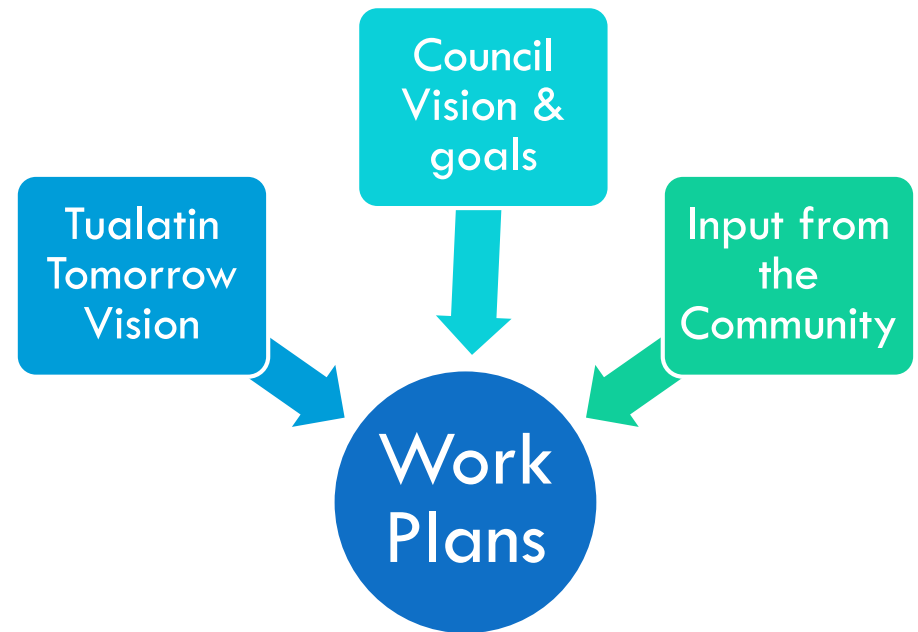
Tualatin Tomorrow's *Tomorrow*

Two options moving forward

- ▣ Move Forward With Update/New Action Plan
- ▣ **Carry Forward Existing Vision With Different Model**

Carrying Forward the Vision

- City Manager's Office Maintains Oversight of Vision
- Carries Forward Vision With Community Engagement Efforts
- Maintain and nourish relationships with community partners



Community Engagement in Tualatin

2006

- Paper surveys

2013

- Some social media
- Website

2018

- Nextdoor, Facebook, Twitter, Instagram
- Citizen Involvement Organizations
- Diversity Task Force
- Advisory Committees
- Website
- Dedicated community engagement staff

Maintaining Connection to the Community

- Number of upcoming community engagement efforts to hear from the community & connect the process to the Tualatin Tomorrow Vision:
 - ▣ Housing Needs Analysis
 - ▣ Development Code Update
 - ▣ Transportation System Plan Update
 - ▣ Water Master Plan Update
- Many Other Ways to Connect & engage
 - ▣ CIO program, advisory committees, community survey

Carrying the Vision Forward

Tualatin Tomorrow Vision

Vision Statements

	One Time	Yearly	Quarterly
Integrate vision statements into council visioning process & council goal		X	
Review vision statements with advisory committees		X	
Review vision statements with Citizen Involvement Organizations		X	
Review vision statements with new employees during orientation process	X		

Community Engagement

	One Time	Yearly	Quarterly
Incorporate vision statements into development code update			X
Incorporate vision statements into housing needs analysis & future housing task force			X
Develop Housing Task Force to Provide Community Input	X		

Relationships with Community Partners

- Our community partners play a vital role & we're committed to maintaining relationships

Tualatin Tomorrow Vision			
Partner Relationships			
	One Time	Yearly	Quarterly
Review partner commitments and vision statements			x
Share updates with community partners on variety of community projects			x

Timeline

- Final Wrap-Up Meeting for TTAC in 2018
- Final Annual Report to Council January 2019
 - Celebrating & recognizing the successes (and people) of the Tualatin Tomorrow Program

Thank You

Council Questions and Comments



TUALATIN
TOMORROW



MEMORANDUM

CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Nic Westendorf, Management Analyst II

DATE: 11/13/2018

SUBJECT: Discuss Recommended Fees for Small Cell Wireless Attachments in City Right-of-Way

ISSUE BEFORE THE COUNCIL:

Discuss proposed fees for small cell wireless attachments located in City right-of-way

EXECUTIVE SUMMARY:

Proposed Fees

Staff recommends adding two fees for each small cell wireless attachment that will be located in City right-of-way.

For each small cellular wireless attachment in the right of way, staff recommends an application fee that will cover the City's cost for reviewing and approving each application and installation. This includes the cost for staff time and overhead to review and approve the application and to verify the attachment was constructed as approved. The proposed application fee for each attachment is \$660, at time of application. This is a one-time fee for each application.

The second fee is an annual attachment fee for each small cellular wireless attachment in the right of way. The annual fee will cover the City's cost for managing the right-of-way for use by the small cell wireless provider, such as the cost of maintaining a database to keep track of the utilities in the Right-of-Way, coordination with the utility provider regarding their attachments, the cost of providing access to those utilities for the provider, and the cost to coordinate traffic impacts that may occur when the service providers maintain or inspect their facilities. The proposed annual fee for each attachment is \$625 per attachment per year.

The proposed fees are based on the estimated staff cost (salary + benefits) and overhead required to process each application, verify construction, and manage the right of way.

Existing Fees

The City currently charges an attachment fee of \$5,000 per attachment per year. This fee would be replaced by the annual attachment fee and the application fee described above.

The City also charges a \$250 Rights of Way License fee for each Utility Operator (Tualatin

Municipal Code 3-6-205). The Utility Operator's license remains in effect for five years, at which time it may be renewed for a fee of \$150. The City will continue issue licenses to all utilities within the right of way and charge the License Fee or the Renewal Fee every five years.

FCC Ruling

The FCC recently released an Order, which is scheduled to take effect on January 15, 2019. The Order would limit the amount municipalities can charge for small cellular wireless attachments. The FCC Order would require fees to be “fair and reasonable” and “cost-based”. Staff believes the fees recommended in this staff report meet the intent of the FCC ruling and are fair, reasonable, and cost-based.

Summary of Fees for Small Cellular Wireless Attachments

If the Council approves the proposed fees for small cellular wireless attachments in the right of way, each small cellular wireless Utility Operator would pay the following fees:

Rights of Way License Fee - \$250 for five year license (one-time fee for each Utility Operator, with a \$150 renewal fee every five years)

Application Fee - \$660 (one-time fee for each small cellular wireless attachment)

Attachment Fee - \$625 (annual fee for each attachment)

DISCUSSION:

Staff is seeking Council direction on the proposed fees for small cellular wireless attachments in the Right-of-Way. Staff will take the Council’s direction and draft an update to the Tualatin Municipal Code to adopt the revised fee schedule.

RECOMMENDATION:

Staff recommends the following fee schedule:

One-time application fee: \$660 per attachment

Annual attachment fee: \$625 per attachment per year

TIMELINE:

12/10/18 – City Council Meeting; staff will bring back changes to the Tualatin Municipal Code adopting updates small cellular wireless fees.

Attachments: Small Cell Wireless Fee Presentation



City of Tualatin

Small Cell Wireless in the Right of Way

City Council

November 13, 2018



CITY OF

TUALATIN OREGON

Overview

How we got here

FCC Order

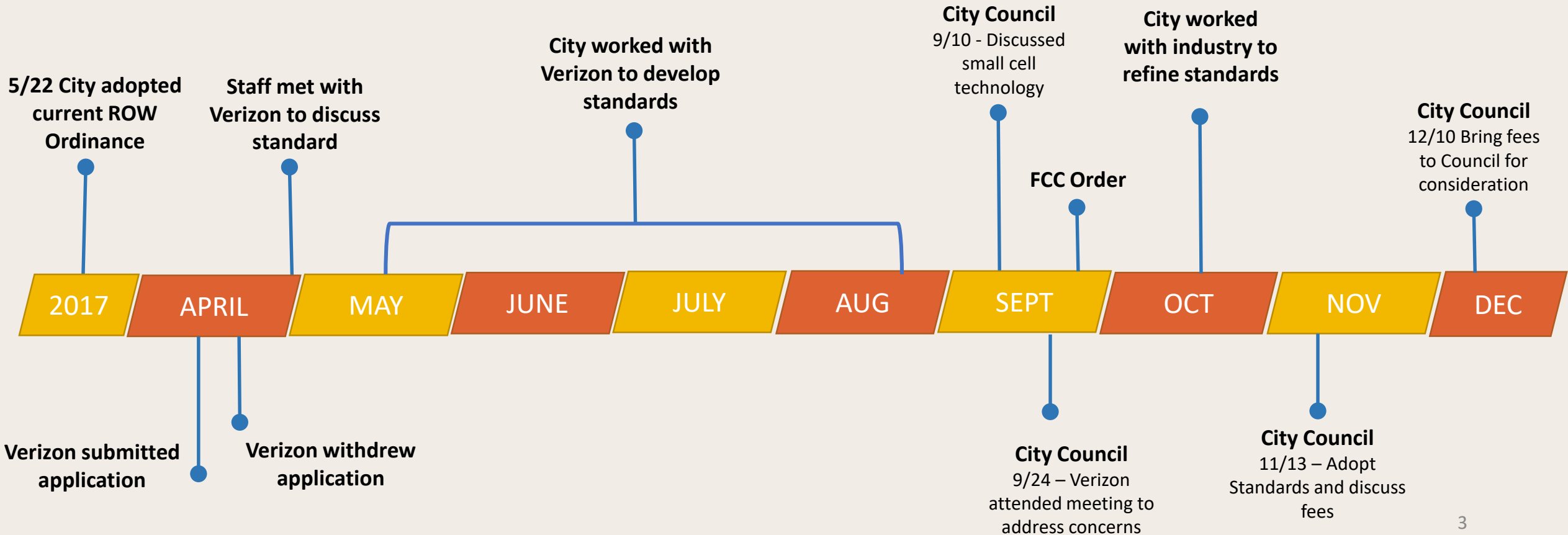
Current fees

Proposed fees

Collect feedback for the 11/26 City Council Meeting



Timeline



FCC Order on Fees

Fees must be:

Reasonable approximation of the local government's cost

Only objectively reasonable costs can be factored into fees

No higher than fees charged to similarly-situated competitors in similar situations



FCC Order on Fees

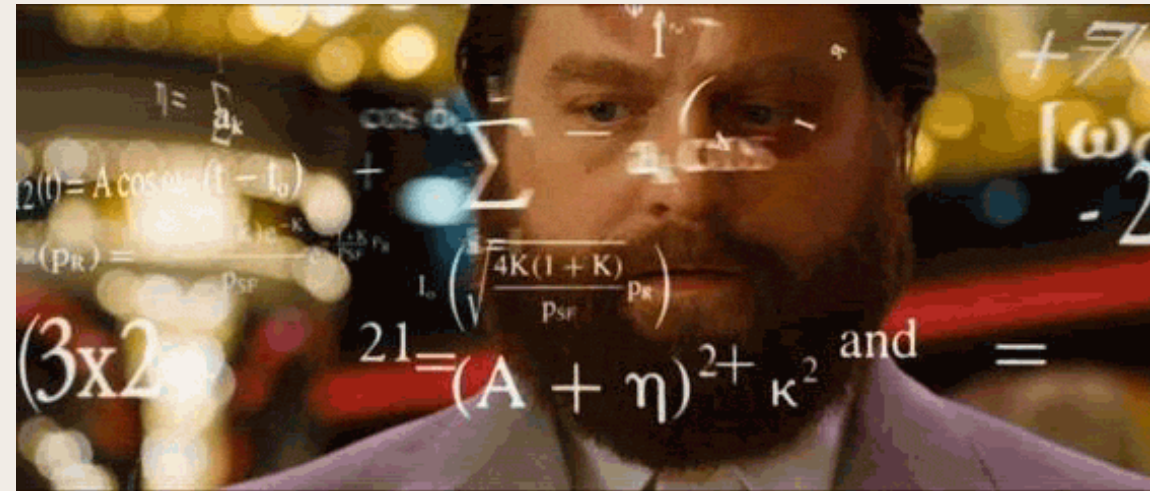
Fees can be based on following costs:

Staff review of application

Providers use of the Right-of-Way

Maintaining Right-of-Way

Maintaining structures in the Right-of-Way



Current Tualatin Fees

Attachment fee (TMC 3-6-120) :

\$5,000 per attachment per year

Right-of-Way License fee (TMC 3-6-205):

\$250 per Utility Provider*

*Applies to all Utility Providers in the ROW

* One time fee good for five years. Renewal fee is \$150 every five years



Proposed Fees

Proposed Fees →

- 1) One-time **application fee**, per attachment
- 2) Annual **attachment fee**, per attachment per year

Based on cost for the City to:

- 1) Process the application
- 2) Manage the right of way



Proposed Application Fee

Estimated cost to review application and construction

Task	Work Hours
First Application Review	3
Second Application Review	1
Construction Observation	2
Administrative Tasks	2
Total Hours per Review	8

Estimated staff cost- \$660 per application*

*Based on staff time (salary & benefits) and overhead



Proposed Attachment Fee

Attachment fee is based on cost to maintain Right-of-Way

Task	Work Hours
Annual ROW Maintenance	2
Tracking licenses & attachments	2
Annual inspection & maintenance	1.5
Coordinating ROW use	2
Total Hours	7.5

Estimated Right-of-Way maintenance cost
\$625 per attachment, per year*



*Based on staff time (salary & benefits) and overhead

Recommended Fees

New Fees

One time application fee
\$660 per attachment

Annual attachment fee
\$625 per attachment, per year

Existing Fees

Rights of way license fee
\$250 per Utility Operator*

*Good for five years then renewable for \$150 fee every five years



Feedback





MEMORANDUM

CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Kyla Cesca, Office Coordinator
Ross Hoover, Parks and Recreation Director

DATE: 11/13/2018

SUBJECT: Parks System Development Charge Update

ISSUE BEFORE THE COUNCIL:

At the October 8 Council work session, the City Council moved forward with support for the alternate System Development Charges (SDC) Methodology that staff and consultants presented.

EXECUTIVE SUMMARY:

The attached PowerPoint presentation provides information regarding the alternative SDC methodology for Council to discuss SDC rates.

For summaries and posted documents, please see the project website at <https://www.tualatinoregon.gov/recreation/webforms/parks-recreation-master-plan-update>.

NEXT STEPS:

The Parks SDC Methodology adoption is scheduled for consideration at the Council meeting on December 10, 2018. Council may set rates after adopting the SDC Methodology or consider rate setting at a future meeting.

Attachments: [SDC Presentation](#)
[Draft Park System Development Charge Methodology](#)



System Development Charges

PURPOSE OF MEETING

- ➔ Provide summary of SDC information and process
- ➔ Council discussion on rate setting



WHAT IS AN SDC?

SDC = System Development Charge

- ➔ One time fee
- ➔ By new development
- ➔ For capital cost of facilities
- ➔ Needed by new development
- ➔ Assed after development applications submitted
- ➔ Fee due when building permit is issued

WHY 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



ARE THERE RESTRICTIONS ON SDCs?

USED FOR

- capital projects to support new or increased use
(equivalent to the existing level of service)

NOT ALLOWED TO BE USED FOR

- Maintenance
- Operations
- Repairs
- Replacement of existing systems

State Laws for SDCs

→ Allowable for transportation, water, sewer, stormwater, and parks

→ 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

→ Capital Improvements Plan

All projects to be funded with SDCs must be included in the CIP

POTENTIAL FUNDING SOURCES

FUNDING SOURCE	CURRENTLY USED BY TUALATIN?	MAY BE USED FOR OPERATIONS	MAY BE USE FOR CAPITAL IMPROVEMENTS	RESTRICTIONS ON USE
Property Taxes	Yes	✓	✓	
Charges for Services	Yes	✓	✓	
Park System Developed Charges	Yes		✓	Capacity enhancement projects
Transient Lodging Tax	Yes	✓	✓	70% for tourism-related projects
General Obligation Bond	Yes		✓	
Operating Levy	No	✓		
Park Utility Fee	No	✓		
Public Agency Grants			✓	Specified by grant
Philanthropic Grants		✓	✓	Specified by grant
Donations	Yes	✓	✓	May be specified by donor

HISTORIC FUNDING SOURCES

- System Development Charges \$9 M
- Bond Measure \$3.8 M
- Grants \$4.8 M
- Metro \$ 1.8 M
- Donations

Approximate funding sources since 1991

RESIDENTIAL MAXIMUM RATES

Maximum Allowable Park System Development Charge per Unit of Residential Development (Ex. 1, p. 2)

Type of Development	SDC per Unit of Development
Residential	
Single-Family	\$15,409 dwelling unit
Multi-Family	\$11,486 dwelling unit

NONRESIDENTIAL MAXIMUM RATES

Maximum Allowable Park System Development Charge per Unit of Nonresidential Development (Ex. 1, p. 2)

Type of Development	SDC per Unit of Development
Nonresidential	
Industrial/Manufacturing	\$3.88 square foot
Warehousing	\$0.98 square foot
Retail/Restaurant/Hospitality	\$3.79 square foot
Office	\$3.13 square foot

DEFINITIONS

RESIDENTIAL

To be determined

NONRESIDENTIAL

Standard Industrial Classification (SIC) is a system for classifying industries by codes. Established in the United States in 1937, it is used by government agencies to classify industry areas.

RESIDENTIAL RATE COMPARISONS

SINGLE FAMILY

CITY	RATE	UNIT TYPE	SOURCE
Tualatin Hills PRD	\$13,672.00	SFDU-Bonny Slope West	Tualatin Hills PRD Resolution No.2018-07
Lake Oswego	\$13,595.00	SFDU	Lake Oswego 2018 SDC
Tualatin Hills PRD	\$13,495.00	SFDU-South Cooper Mountain Area	Tualatin Hills PRD Resolution No.2018-07
Tualatin Hills PRD	\$13,115.00	SFDU-North Bethany	Tualatin Hills PRD Resolution No.2018-07
Tualatin Hills PRD	\$11,545.00	SFDU	Tualatin Hills PRD Resolution No.2018-07
Tigard	\$9,207.00	SFDU-River Terrace Neighborhood	Tigard 2018 SDC
Sherwood	\$7,920.82	SFDU	Sherwood 2018-2019 Fee Schedule
Tigard	\$6,296.00	SFDU	Tigard 2018 SDC
Wilsonville	\$5,825.00	SFDU	Wilsonville 2018 SDC Charges
Tualatin	\$5,565.00	DU	Current 2018 Tualatin SDC Rates
Oregon City	\$5,411.00	SFDU	Oregon City 2018 SDC
			MAXIMUM \$15,409.00
			AVERAGE \$9,604.26

RESIDENTIAL RATE COMPARISONS

MULTI FAMILY

CITY	RATE	UNIT TYPE	SOURCE
Tualatin Hills PRD	\$10,910.00	MFDU-Bonny Slope West	Tualatin Hills PRD Resolution No.2018-07
Tualatin Hills PRD	\$10,77.00	MFD-South Cooper Mountain Area	Tualatin Hills PRD Resolution No.2018-07
Tualatin Hills PRD	\$10,467.00	MFDU-North Bethany	Tualatin Hills PRD Resolution No.2018-07
Tualatin Hills PRD	\$9,214.00	MFDU	Tualatin Hills PRD Resolution No.2018-07
Lake Oswego	\$7,562.00	MFDU	Lake Oswego 2018 SDC
Tigard	\$6,270.00	MFDU-River Terrace Neighborhood	Tigard 2018 SDC
Sherwood	\$5,944.81	MFDU	Sherwood 2018-2019 Fee Schedule
Tigard	\$5,941.00	MFDU	Tigard 2018 SDC
Tualatin	\$5,565.00	DU	Current 2018 Tualatin SDC Rates
Wilsonville	\$4,475.00	MFDU	Wilsonville 2018 SDC Charges
Oregon City	\$4,280.00	FDU	Oregon City 2018 SDC
			MAXIMUM \$11,486.00
			AVERAGE \$6,518.71

NONRESIDENTIAL RATE COMPARISONS

INDUSTRIAL EXAMPLE 50,000 Square Feet		
CITY	APPLIED FEE	SQ FT RATE
Lake Oswego	\$104,047.62	\$2.08
Tigard	\$59,642.86	\$1.19
THPRD	\$45,833.33	\$0.92
Oregon City	\$42,166.67	\$0.84
Wilsonville	\$22,000.00	\$0.44
Sherwood	\$9,801.19	\$0.20
MAXIMUM	\$194,000.00	\$3.88
AVERAGE	\$47,248.61	\$0.94

NONRESIDENTIAL RATE COMPARISONS

WAREHOUSING EXAMPLE 100,000 square Feet

CITY	APPLIED FEE	SQ FT RATE
Lake Oswego	\$26,565.35	\$0.27
Tigard	\$15,227.96	\$0.15
Wilsonville	\$12,000.00	\$0.12
THPRD	\$11,702.13	\$0.12
Oregon City	\$10,765.96	\$0.11
Sherwood	\$2,502.43	\$0.03
MAXIMUM	\$98,000.00	\$0.98
AVERAGE	\$13,127.31	\$0.13

NONRESIDENTIAL RATE COMPARISONS

RETAIL EXAMPLE 10,000 Square Feet

CITY	APPLIED FEE	SQ FT RATE
Lake Oswego	\$18,595.74	\$1.86
Tigard	\$10,659.57	\$1.07
THPRD	\$8,191.49	\$0.82
Oregon City	\$7,536.17	\$0.75
Wilsonville	\$2,900.00	\$0.29
Sherwood	\$1,751.70	\$0.18
MAXIMUM	\$37,900.00	\$3.79
AVERAGE	\$8,272.45	\$0.83

NONRESIDENTIAL RATE COMPARISONS

OFFICE EXAMPLE 5,000 Square Feet

CITY	APPLIED FEE	SQ FT \$
Lake Oswego	\$11,810.81	\$2.36
Tigard	\$6,770.27	\$1.35
THPRD	\$5,202.70	\$1.04
Oregon City	\$4,786.49	\$0.96
Wilsonville	\$2,900.00	\$0.58
Sherwood	\$1,112.57	\$0.22
MAXIMUM	\$15,650.00	\$3.13
AVERAGE	\$5,430.47	\$1.09

SDC ADOPTION PROCESS

Step 1 Adopt SDC methodology through ordinance

- Methodology presents the **maximum allowable** SDC rate

Step 2 Approve new SDC rates by resolution

- Council can set rates **less than** the maximum allowable
- Council can change rates without updating the SDC methodology (if still consistent with what is allowable)

PROCESS

- 8/3 Public notification
- 8/13 First review of draft methodology by Council
- 9/10 & 10/9 Council review of draft methodology
- 10/9 Public draft (60 day review period)

Up Coming

- ➔ Review of public comments
- ➔ 12/10 Council methodology adoption
- ➔ Council rate approval



System Development Charges

Alternative Park System Development Charge Methodology

Detailed Residential and Nonresidential Maximum Rates

City of Tualatin

DISCUSSION DRAFT

September 28, 2018

Prepared by:



Prepared for:



City of Tualatin



*Community Attributes Inc. tells data-rich stories about communities
that are important to decision makers.*

President & CEO
Chris Mefford

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1. INTRODUCTION

The purpose of this methodology is to establish the maximum allowable rates for system development charges (SDCs) in the City of Tualatin, Oregon for parks, open space and recreation facilities as authorized by ORS 223.297 to 223.314.¹ Throughout this methodology the term “parks” is used as a short name referring to parks, open space and recreation facilities, including land and developments.

The Tualatin City Council discussed options for developing rates for different types of residential and nonresidential development at the September 10, 2018 work session. While the City Council decided to move forward with public review of the original methodology with rates for residential and nonresidential development that do not distinguish between more detailed development types, City staff thought it advantageous to prepare an alternative methodology with rates that differentiate between more types of both residential and nonresidential development to help inform decision-making.

This methodology provides the maximum allowable rates for two types of residential development and four types of nonresidential development. Key differences in this methodology are contained in Formula 7 and Exhibit 11 as well as Appendix A, which describe how equivalent population coefficients are developed for each development type based on the persons per dwelling unit or square feet per unit by type of development.

Summary of System Development Charges

System development charges are one-time fees charged to new development to help pay a portion of the costs required to build capital facilities needed to serve new development.

Parks SDCs are paid by all types of new development. SDC rates for new development are based on and vary according to the type of development. The following table summarizes the maximum allowable SDC rates for each type of development.

¹ Oregon Revised Statute (ORS) is the state law of the State of Oregon.

level of service or acres per equivalent person in order to maintain the same ratio as existed before the new development, and the total of those acres per person are the requirements to serve growth. By definition, the existing ratio is “used up” by the current population, so there is no unused reserve capacity that can be used to serve future population growth through reimbursement SDCs. Additionally, the City of Tualatin has determined that there is no excess capacity within the existing parks system. Therefore, the City of Tualatin has elected to only charge improvement fees, and thus this methodology will only address improvement fees.

Improvement Fee Methodology Requirements

The fees calculated with this methodology consider both the projected cost of planned capital improvements and the need for increased capacity to serve future users. To address future users, a calculation was made to determine the facilities required per new residential unit and per new nonresidential square foot to maintain the current level of service. The City of Tualatin will pass an ordinance or resolution to adopt this parks improvement fee methodology.

Prohibited Methodologies

SDC charges cannot be based on the number of employees without regard to new development. The City of Tualatin’s nonresidential SDC calculation is based on new nonresidential square footage rather than number of employees.

Authorized Expenditures

SDC revenue can only be used for the capital cost of public facilities. SDCs cannot be used for operation or routine maintenance expenses. Improvement SDCs may only be used for capacity increasing capital improvements. They may not be used to build administrative facilities that are more than “an incidental part” of allowed capital improvements and they may not be used for any operations or maintenance costs. *ORS 223.307 (1), (2), (3) and (5)*

This methodology is based upon projects identified in the Capital Improvements Plan that increase capacity of the parks system, as identified in the fourth chapter of this methodology. The methodology does not include any administrative facilities or operations or maintenance costs.

Benefit to Development

The share of capital improvements funded by improvement fees must be related to the need for increased capacity to serve future users. *ORS 223.307 (2)*. Improvement fees must be based on the need for increased capacity to serve growth and must be calculated to collect the cost of capital improvements needed to serve growth. *ORS 223.304 (2)*

3. GROWTH ESTIMATES

System Development Charges are meant to have “growth pay for growth,” the first step in developing an SDC is to quantify future growth in the City of Tualatin. Growth estimates for the City of Tualatin’s population and employment for the planning period of 2016 to 2035 have been developed.

Exhibit 2 lists Tualatin’s residential population and growth rates from 2000 to 2016 and projections to the year 2035.

Exhibit 2. Population

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 by City and County provided by the City of Tualatin. Population forecasts include population for the Basalt Creek and Southwest Tualatin Plan Areas provided by the City of Tualatin.

In addition to residential population growth, Tualatin expects businesses to grow. Business development is included in this methodology because Tualatin’s parks and recreation system serves both its residential population and employees. City parks provide places for employees to take breaks from work, including restful breaks and/or active exercise to promote healthy living.

Exhibit 3 shows employment in Tualatin for 2010 and 2016, and projected growth for the year 2035.

Exhibit 3. Employment

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 from the State of Oregon Employment Department.
- 2035 Employment data provided by City of Tualatin staff. Estimates include employment for the Basalt Creek and Southwest Tualatin Plan Areas.

Exhibit 10. Net Cost per Equivalent Person

	Cost per Equivalent Population
Total Cost per Person	\$5,550
Total Adjustment	\$28
Net Cost per Person	\$5,578

Formula 7: Maximum Allowable System Development Charge per Unit of Development

The amount to be paid by each new development unit depends on the equivalent population per unit of development. The park system development charge per unit of development is calculated by multiplying the net park cost per person by the equivalent population per unit for each type of development.

$$(7) \frac{\text{Net Park Cost per Person}}{\text{per Person}} \times \frac{\text{Equivalent Population per Unit}}{\text{per Unit}} = \frac{\text{SDC per Unit}}{\text{of Development}}$$

There is one new variable that requires explanation: (G) Equivalent Population per Unit.

Variable G: Equivalent Population per Unit

The equivalent population per unit is calculated by multiplying the equivalent population coefficient by the number of persons per unit of development, as shown in Appendix A. For residential development this is the number of persons per dwelling unit estimated from the U.S. Census American Community Survey 5-Year Estimates for the City of Tualatin. For nonresidential development, a weighted average number of employees per square foot for each type of development was calculated from the Observed Building Densities from Table 4 in the Metro 1999 Employment Density Study, as shown in Appendix D.

Exhibit 11 shows the calculation of the maximum allowable parks SDC per unit of development. The net cost per equivalent person of \$5,578 from Exhibit 10 is multiplied by the equivalent population per unit (from Exhibit A6) to calculate the SDC per unit of development for parks.

Exhibit A2. Weighted Hours per Day of Park Availability by Population Segment

	All others	Live and Work in Tualatin (home hrs)	Live and Work in Tualatin (work hrs)	Live in Tualatin Work Elsewhere	Live Elsewhere Work in Tualatin
Summer (June-Sept)					
Weekday	10.55	2.00	4.00	2.00	4.00
Weekend	10.55	12.00	0.00	12.00	0.00
Hours per Day	10.55	4.86	2.86	4.86	2.86
Spring/Fall (April-May, Oct-Nov)					
Weekday	6.24	2.00	2.50	2.00	2.50
Weekend	8.79	10.00	0.00	10.00	0.00
Hours per Day	6.97	4.29	1.79	4.29	1.79
Winter (Dec-March)					
Weekday	4.48	1.00	2.00	1.00	2.00
Weekend	7.03	8.00	0.00	8.00	0.00
Hours per Day	5.21	3.00	1.43	3.00	1.43
Wtd Avg. Hours per Day	7.42	4.11	1.96	4.11	1.96

(1) Average daily hours sourced from prior park system development charge methodologies by Don Ganer & Associates for Oregon cities.

Annual weighted hours per day by segment from Exhibit A2 were multiplied by seven days per week to arrive at the hours of park availability per week by population and employment segment, as outlined in Exhibit A3. For example, individuals that live in Tualatin and work in Tualatin have 28.75 average hours of park availability during the time where they are occupying residential development and 13.75 average hours of park availability while they are occupying nonresidential development. Individuals that work in Tualatin but live elsewhere only have 13.75 hours of park availability while they are occupying nonresidential development in the City of Tualatin and residents that are not employed (all others) have 51.96 average hours of park availability per week while they are occupying residential development.

Exhibit A3. Park Availability in Hours per Week by Place of Residence and Place of Work

	Residential Hours		Work Hours	
	Live in	Live	Live in	Live
	Tualatin	Elsewhere	Tualatin	Elsewhere
Work in Tualatin	28.75	0.00	13.75	13.75
Work Elsewhere	28.75		0.00	
All Others	51.96		0.00	

The annual weighted hours of park availability per week are applied to current population and employment by segment to determine the total

annual weighted average hours per week of park availability for each category. In total there are nearly 1.5 million hours of park availability per week for the City of Tualatin.

Exhibit A4. Total Hours per Week of Park Demand

	Resident Hours (1)	Employee Hours (2)	Total
Work in Tualatin	56,714	405,708	462,421
Work Elsewhere	339,131		339,131
All Others	679,147		679,147
Total	1,074,992	405,708	1,480,700

- (1) Resident hours are equal to the population living in Tualatin by place of work from Exhibit A1 multiplied by hours per week of park availability by place of residence and location of work.
- (2) Employee hours are equal to the employee population in Tualatin by place of work from Exhibit A1 multiplied by hours per week of park availability by place of residence and location of work.

Exhibit A5 calculates the average hours per resident by dividing total resident hours from Exhibit A4 by total residential population of 26,840 from Exhibit A1. Hours per employee are calculated by dividing total employee hours from Exhibit A4 by the total number of employees in Tualatin from Exhibit A1. The residential equivalent is calculated by dividing hours per employee by hours per resident. The result of the calculation in Exhibit A5 is that one employee is equal to 0.34 residents. The resulting coefficient for residential development is 1.0.

Exhibit A5. Residential Equivalent Coefficient

	Hours
Hours per Resident	40.05
Hours per Employee	13.75
Residential Equivalent	0.34

Calculation of Equivalent Population per Unit

In order to convert the net cost per equivalent person to the maximum allowable SDC rate per unit of development, it is necessary to calculate a measure of equivalent population per unit of development. Exhibit A6 shows the calculation of the equivalent population per unit. The equivalent population coefficient from Exhibit A5 is multiplied by a measure of population per unit. The measure of population per unit is the number of persons per dwelling unit for residential development, calculated for single-family and multi-family dwelling units using the number of occupied dwelling units by unit type and estimated population by unit type from the 2012-2016 American Community Survey 5-Year Estimates for Tualatin, Oregon. Tables from the American Community Survey used in the analysis

include Selected Housing Characteristics and Tenure by Household Size by Units in Structure. The measure of population per unit for nonresidential development is the weighted average square feet per employee for each type of development based on the Observed Building Density table from Metro’s 1999 Employment Density Study, in Appendix D, weighted by current employment by industry provided by the City of Tualatin.

Exhibit A6. Equivalent Population per Unit

Type of Development	Equivalent Population Coefficient	Population per Unit	Unit	Equivalent Population per Unit
Residential				
Single-Family	1.00	2.76	dwelling unit	2.76
Multi-Family	1.00	2.06	dwelling unit	2.06
Nonresidential				
Industrial/Manufacturing	0.34	0.0020	square foot	0.0007
Warehousing	0.34	0.0005	square foot	0.0002
Retail/Restaurant/Hospitality	0.34	0.0020	square foot	0.0007
Office*	0.34	0.0016	square foot	0.0006

**Office includes healthcare, education, finance and professional services development.*

As noted previously, the equivalent population coefficient is multiplied by the number of employees in Tualatin and the residential population to calculate the total equivalent population in Tualatin. The equivalent population per unit is multiplied by the net park cost per equivalent population to calculate the SDC rate for residential and nonresidential development.

APPENDIX C. CAPITAL IMPROVEMENTS PLAN AND PROJECTS THAT ADD CAPACITY, 2018-2035

The Capital Improvements Plan (CIP) for 2018-2035 contains 53 projects, among these 21 are prioritized SDC eligible projects included in the SDC methodology, which include improvements to existing parks as well as acquisition and development of new parks. Project numbers and names are listed in column one of Exhibit C1. The total capital cost of each project is listed in column two, totaling \$215.9 million. The third column lists the total acres by project, totaling 409.6 acres. The fourth column lists the SDC eligible acres to be acquired totaling 64.73 acres. The fifth column lists the percentage of acres to be improved for each CIP project. The sixth column calculates the SDC eligible acres to be improved, equal to acres multiplied by the percent to be improved, totaling 144.5 acres to be improved. The seventh column lists the cost of SDC eligible park land acquisition, totaling \$16 million. The eighth column lists the total cost of improvements, equal to \$178.4 million. The ninth column lists the percentage of improvements that are SDC eligible for each project. The tenth column lists eligible improvement costs, totaling \$58 million. The final column lists the total SDC eligible project costs, equal to \$74 million.

City of Tualatin staff have identified no secured funding for the park projects listed in the 2018-2035 Capital Improvements Plan. Specific totals derived from the analysis of CIP projects are used in Formulas 2 and 5 in the Park System Development Charge chapter of this methodology. Projects highlighted grey in Exhibit C1 are those projects that are not priority SDC projects and are not included in the SDC methodology.

City of Tualatin staff and the 2018 Tualatin Parks and Recreation Master Plan have identified aspirational projects included in the CIP that are SDC eligible, but at this time are not considered likely to be developed within the time horizon of this methodology and so are excluded from the analysis.

- CIP # E28: Shaniko Greenway

Exhibit C1. Capital Improvements Plan for Parks, 2018 – 2035

CIP #	Project	CIP Budget	Total Acres	SDC Eligible Acquired Acres	% Acres to be Improved	SDC Eligible Improved Acres	SDC Land Cost	Improvement Cost	% Improvement SDC Eligible	Eligible Improvement Cost	Total Eligible Cost
Parks (Existing)											
E1	Affalati Park	\$6,181,432	13.27	0.00	25%	3.32	\$0	\$6,181,432	25%	\$1,545,358	\$1,545,358
E2	Ibach Park	\$9,041,788	20.08	0.00	25%	5.02	\$0	\$9,041,788	25%	\$2,260,447	\$2,260,447
E3	Jurgens Park	\$7,328,675	15.59	0.00	40%	6.24	\$0	\$7,328,675	40%	\$2,931,470	\$2,931,470
E4	Lafky Park	\$277,818	2.00	0.00	0%	0.00	\$0	\$277,818	0%	\$0	\$0
E5	Stoneridge Park	\$113,870	0.23	0.00	0%	0.00	\$0	\$113,870	0%	\$0	\$0
E6	Tualatin Commons	\$1,088,198	4.83	0.00	0%	0.00	\$0	\$1,088,198	0%	\$0	\$0
E7	Tualatin Commons Park	\$61,187	0.64	0.00	0%	0.00	\$0	\$61,187	0%	\$0	\$0
E8	Tualatin Community Park	\$19,529,596	27.11	0.00	0%	0.00	\$0	\$19,529,596	0%	\$0	\$0
E9	Tualatin Library	\$6,107,222	0.00	0.00	0%	0.00	\$0	\$6,107,222	0%	\$0	\$0
	<i>Subtotal</i>	<i>\$49,729,787</i>	<i>83.75</i>	<i>0.00</i>	<i>17%</i>	<i>14.57</i>	<i>\$0</i>	<i>\$49,729,787</i>	<i>14%</i>	<i>\$6,737,275</i>	<i>\$6,737,275</i>
Natural Parks & Areas (Existing)											
E10	Brown's Ferry Park	\$28,539,479	43.21	0.00	25%	10.80	\$0	\$13,539,479	25%	\$3,384,870	\$3,384,870
E11	Hedges Creek Wetlands Protection District	\$1,213,220	29.06	0.00	0%	0.00	\$0	\$1,213,220	0%	\$0	\$0
E12	Hervin Grove Natural Area	\$20,000	0.29	0.00	0%	0.00	\$0	\$20,000	0%	\$0	\$0
E13	Johnnie and William Koller Wetland Park	\$2,506,200	15.32	0.00	40%	6.13	\$0	\$2,506,200	50%	\$1,253,100	\$1,253,100
E14	Little Woodrose Nature Park	\$1,375,619	6.55	0.00	0%	0.00	\$0	\$1,375,619	0%	\$0	\$0
E15	Saarinen Wayside Park	\$20,000	0.06	0.00	0%	0.00	\$0	\$20,000	0%	\$0	\$0
E16	Sequoia Ridge Natural Area	\$46,000	0.65	0.00	0%	0.00	\$0	\$46,000	0%	\$0	\$0
E17	Sweek Ponds Natural Area	\$1,261,784	4.68	0.00	0%	0.00	\$0	\$1,261,784	0%	\$0	\$0
E18	Sweek Woods Natural Area	\$20,000	5.03	0.00	0%	0.00	\$0	\$20,000	0%	\$0	\$0
E19	Victoria Woods Natural Area	\$228,550	2.22	0.00	0%	0.00	\$0	\$228,550	0%	\$0	\$0
	<i>Subtotal</i>	<i>\$35,230,852</i>	<i>107.07</i>	<i>0.00</i>	<i>16%</i>	<i>16.93</i>	<i>\$0</i>	<i>\$20,230,852</i>	<i>23%</i>	<i>\$4,637,970</i>	<i>\$4,637,970</i>

Exhibit C1 cont. Capital Improvements Plan for Parks, 2018 – 2035

CIP #	Project	CIP Budget	Total Acres	SDC Eligible Acquired Acres	% Acres to be Improved	SDC Eligible Improved Acres	SDC Land Cost	Improvement Cost	% Improvement SDC Eligible	Eligible Improvement Cost	Total Eligible Cost
Greenways (Existing)											
E20	Chieftain/Dakota Greenway	\$1,520,978	6.14	0.00	50%	3.07	\$0	\$1,520,978	50%	\$760,489	\$760,489
E21	Hedges Creek Greenway	\$1,798,218	11.66	0.00	50%	5.83	\$0	\$1,798,218	75%	\$1,348,664	\$1,348,664
E22	Helenius Greenway	\$149,000	0.43	0.00	100%	0.43	\$0	\$149,000	100%	\$149,000	\$149,000
E23	Hi-West Estates Greenway	\$190,338	1.59	0.00	0%	0.00	\$0	\$190,338	0%	\$0	\$0
E24	Indian Meadows Greenway	\$545,049	3.82	0.00	10%	0.38	\$0	\$545,049	10%	\$54,505	\$54,505
E25	Nyberg Creek Greenway	\$1,381,656	5.78	0.00	75%	4.34	\$0	\$1,381,656	75%	\$1,036,242	\$1,036,242
E26	Nyberg Creek (South) Greenway	\$710,000	2.30	0.00	100%	2.30	\$0	\$710,000	100%	\$710,000	\$710,000
E27	Saum Creek Greenway	\$4,376,436	54.22	0.00	25%	13.56	\$0	\$4,376,436	50%	\$2,188,218	\$2,188,218
E28	Shaniko Greenway	\$48,732	3.30	0.00	0%	0.00	\$0	\$48,732	0%	\$0	\$0
E29	Tualatin River Greenway	\$5,483,771	30.39	0.00	50%	15.20	\$0	\$5,483,771	50%	\$2,741,885	\$2,741,885
	<i>Subtotal</i>	<i>\$16,204,180</i>	<i>119.63</i>	<i>0.00</i>	<i>38%</i>	<i>45.10</i>	<i>\$0</i>	<i>\$16,204,180</i>	<i>55%</i>	<i>\$8,989,004</i>	<i>\$8,989,004</i>
School Joint-Use Facilities (Existing)											
E30	TuHS Leonard Pohl Field 2	\$563,024	0.00	0.00	0%	0.00	\$0	\$563,024	0%	\$0	\$0
E31	TuHS-Byrom Elementary Cross Country Running Trail	\$42,865	0.00	0.00	0%	0.00	\$0	\$42,865	0%	\$0	\$0
	<i>Subtotal</i>	<i>\$605,889</i>	<i>0.00</i>	<i>0.00</i>	<i>0%</i>	<i>0.00</i>	<i>\$0</i>	<i>\$605,889</i>	<i>0%</i>	<i>\$0</i>	<i>\$0</i>
Shared Use Paths (Existing)											
E32	65th Avenue Shared Use Path	\$0	0.47	0.00	0%	0.00	\$0	\$0	0%	\$0	\$0
E33	Boones Ferry Road Shared Use Path	\$0	0.41	0.00	0%	0.00	\$0	\$0	0%	\$0	\$0
E34	Byrom Elementary Shared Use Path (Martinazzi Ave. to Boones Ferry Rd.)	\$0	0.80	0.00	0%	0.00	\$0	\$0	0%	\$0	\$0
E35	Cherokee Street Shared Use Path (108th Ave to Rail Road ROW)	\$0	0.09	0.00	0%	0.00	\$0	\$0	0%	\$0	\$0
E36	I-5 Shared Use Path (Warm Springs St. to Sagert St.)	\$462,000	1.54	0.00	100%	1.54	\$0	\$462,000	100%	\$462,000	\$462,000
E37	Ice Age Tonquin Trail	\$723,500	3.06	0.68	75%	2.30	\$0	\$723,500	100%	\$723,500	\$723,500
	<i>Subtotal</i>	<i>\$1,185,500</i>	<i>6.37</i>	<i>0.68</i>	<i>60%</i>	<i>3.84</i>	<i>\$0</i>	<i>\$1,185,500</i>	<i>100%</i>	<i>\$1,185,500</i>	<i>\$1,185,500</i>

Exhibit C1 cont. Capital Improvements Plan for Parks, 2018 – 2035

CIP #	Project	CIP Budget	Total Acres	SDC Eligible Acquired Acres	% Acres to be Improved	SDC Eligible Improved Acres	SDC Land Cost	Improvement Cost	% Improvement SDC Eligible	Eligible Improvement Cost	Total Eligible Cost
Parks (Proposed)											
P1	Jurgens Park addition	\$3,947,500	5.15	5.15	100%	5.15	\$1,287,500	\$2,660,000	100%	\$2,660,000	\$3,947,500
P2	Tualatin Community Park addition	\$2,335,000	3.00	3.00	100%	3.00	\$750,000	\$1,585,000	100%	\$1,585,000	\$2,335,000
P3	Basalt Creek park	\$17,110,000	20.00	20.00	100%	20.00	\$5,000,000	\$12,110,000	100%	\$12,110,000	\$17,110,000
P4	East Tualatin / Bridgeport Elementary partnership	\$200,000	0.00	0.00	0%	0.00	\$0	\$200,000	0%	\$0	\$0
P5	Pony Ridge/ Heritage Pines partnership	\$210,000	0.00	0.00	0%	0.00	\$0	\$210,000	0%	\$0	\$0
P6	Central Tualatin sports park	\$6,835,000	9.00	9.00	100%	9.00	\$2,250,000	\$4,585,000	100%	\$4,585,000	\$6,835,000
P7	Community recreation center	\$33,835,000	5.00	0.00	0%	0.00	\$0	\$32,585,000	0%	\$0	\$0
P8	Additional park opportunities	\$8,925,000	11.80	11.80	100%	11.80	\$2,950,000	\$5,975,000	100%	\$5,975,000	\$8,925,000
P9	Tournament sports complex	\$12,585,000	10.00	0.00	0%	0.00	\$0	\$10,085,000	0%	\$0	\$0
	<i>Subtotal</i>	\$85,982,500	63.95	48.95	77%	48.95	\$12,237,500	\$69,995,000	38%	\$26,915,000	\$39,152,500
Natural Parks & Areas (Proposed)											
P10	New natural park and areas	\$7,655,000	12.70	0.00	0%	0.00	\$0	\$5,115,000	0%	\$0	\$0
	<i>Subtotal</i>	\$7,655,000	12.70	0.00	0%	0.00	\$0	\$5,115,000	0%	\$0	\$0
Greenways & Shared Use Paths (Proposed)											
P11	New greenways and shared use paths	\$13,340,000	15.10	15.10	100%	15.10	\$3,775,000	\$9,565,000	100%	\$9,565,000	\$13,340,000
P12	Westside Trail bridge	\$5,575,000	1.00	0.00	0%	0.00	\$0	\$5,325,000	0%	\$0	\$0
	<i>Subtotal</i>	\$18,915,000	16.10	15.10	94%	15.10	\$3,775,000	\$14,890,000	64%	\$9,565,000	\$13,340,000
Additionally Planning (Proposed)											
P13	Community (Urban) Forestry Plan	\$100,000	0.00	0.00	0%	0.00	\$0	\$100,000	0%	\$0	\$0
P14	Comprehensive Fee Analysis and Plan	\$100,000	0.00	0.00	0%	0.00	\$0	\$100,000	0%	\$0	\$0
P15	Resource Management Plan	\$100,000	0.00	0.00	0%	0.00	\$0	\$100,000	0%	\$0	\$0
P16	Marketing and Outreach Plan	\$100,000	0.00	0.00	0%	0.00	\$0	\$100,000	0%	\$0	\$0
	<i>Subtotal</i>	\$400,000	0.00	0.00	0%	0.00	\$0	\$400,000	0%	\$0	\$0
Total		\$215,908,708	409.57	64.73	35%	144.49	\$16,012,500	\$178,356,208	33%	\$58,029,748	\$74,042,248

APPENDIX D. OBSERVED BUILDING DENSITIES

ORS 223.301 prohibits local governments from determining the SDC for a specific development based on the number of employees hired, and fee amounts cannot be determined based on the number of employees without regard to new construction or new development. In order to ensure that the park SDCs are not charged based on the number of employees it is necessary to develop a ratio between the number of employees and the square feet of new development required to accommodate employees. Metro's 1999 Employment Density Study has a detailed list of square feet per employee by industry, which was used to calculate a weighted average number of square feet per employee by type of development.

Exhibit D1. Observed Building Densities

Industry Grouping (SIC)	Description	Weighted Square Feet per Employee
1-19	Ag., Fish & Forest Services; Constr; Mining	590
20	Food & Kindred Products	630
21	Tobacco (industry does not exist in Oregon)	0
22, 23	Textile & Apparel	930
24	Lumber & Wood	640
25, 32, 39	Furniture; Clay, Stone & Glass; Misc.	760
26	Paper & Allied	1,600
27	Printing, Publishing & Allied	450
28-31	Chemicals, Petroleum, Rubber, Leather	720
33, 34	Primary & Fabricated Metals	420
35	Machinery Equipment	300
36, 38	Electrical Machinery, Equipment	400
37	Transportation Equipment	700
40-42, 44, 45, 47	TCPU - Transportation and Warehousing	3,290
43, 46, 48, 49	TCPU - Communications and Public Utilities	460
50, 51	Wholesale Trade	1,390
52-59	Retail Trade	470
60-68	Finance, Insurance & Real Estate	370
70-79	Non-Health Services	770
80	Health Services	350
81-89	Educational, Social, Membership Services	740
90-99	Government	530