



# City Council Agenda

Mayor  
Christine Lundberg

City Council  
Sean VanGordon, Ward 1  
Hillary Wylie, Ward 2  
Sheri Moore, Ward 3  
Dave Ralston, Ward 4  
Marilee Woodrow, Ward 5  
Joe Pishioneri, Ward 6

**City Manager:**  
Gino Grimaldi  
**City Recorder:**  
Amy Sowa 541.726.3700

City Hall  
225 Fifth Street  
Springfield, Oregon 97477  
541.726.3700  
Online at [www.springfield-or.gov](http://www.springfield-or.gov)

The meeting location is wheelchair-accessible. For the hearing-impaired, an interpreter can be provided with 48 hours' notice prior to the meeting. For meetings in the Council Meeting Room, a "Personal PA Receiver" for the hearing impaired is available, as well as an Induction Loop for the benefit of hearing aid users.

To arrange for these services, call 541.726.3700.

**Meetings will end prior to 10:00 p.m. unless extended by a vote of the Council.**

All proceedings before the City Council are recorded.

November 28, 2016

5:30 p.m. Work Session  
Jesse Maine Room

*(Council work sessions are reserved for discussion between Council, staff and consultants;  
therefore, Council will not receive public input during work sessions.  
Opportunities for public input are given during all regular Council meetings)*

## CALL TO ORDER

ROLL CALL - Mayor Lundberg \_\_\_\_, Councilors VanGordon \_\_\_\_, Wylie \_\_\_\_, Moore \_\_\_\_, Ralston \_\_\_\_, Woodrow \_\_\_\_, and Pishioneri \_\_\_\_.

1. Bicycle and Pedestrian Advisory Committee Interviews.  
[Emma Newman] (60 Minutes)
2. Developing an Affordable Housing Strategy.  
[Sandy Belson] (40 Minutes)

## ADJOURNMENT

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**AGENDA ITEM SUMMARY**

**Meeting Date:** 11/28/2016  
**Meeting Type:** Work Session  
**Staff Contact/Dept.:** Emma Newman/DPW  
**Staff Phone No:** 541.726.4585  
**Estimated Time:** 60 minutes  
**Council Goals:** Maintain and Improve Infrastructure and Facilities

**SPRINGFIELD  
CITY COUNCIL**

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**ITEM TITLE:** BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE INTERVIEWS

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**ACTION REQUESTED:** Interview six (6) candidates for current BPAC vacancies and consider recommendations for appointment at the December 5, 2016 regular session.**ISSUE STATEMENT:** The City is seeking to appoint at least four (4) or as many as ten (10) new committee members to fulfill quorum requirements for the BPAC due to attrition and members' terms ending.**ATTACHMENTS:** Attachment 1 – BPAC Bylaws  
Attachment 2 – Current BPAC Roster  
Attachment 3 – Interview Schedule and Questions  
Attachment 4 – Candidate Applications

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**DISCUSSION/  
FINANCIAL  
IMPACT:** The Springfield Bicycle and Pedestrian Advisory Committee (BPAC) currently has seven (7) voting members. One (1) of the seven current members is completing their term duration at the end of December 2016. The other six (6) current voting members have terms that do not expire until the end of 2017. The other members who were appointed in December 2015 to fulfill the final year of the two-year term seats that were vacant have resigned from the committee due to a variety of personal reasons since their appointments.

The committee bylaws (Attachment 2) state, "Applications shall be reviewed and evaluated by City Staff and the City Council. Committee positions shall be appointed by the City Council."

The bylaws also state, "Membership of the Committee shall consist of 10-16 voting members." Since there will only be six remaining voting members as of the end of December 2016, the City is seeking to appoint enough voting committee members (at least 4) to fulfill quorum, as well as possibly appoint a couple of additional voting members so that if resignations occur, additional mid-year recruitment would not be required. The Council could appoint all six (6) applicants if the Council wishes to do so.

Appointments are scheduled for the December 5, 2016 regular session.

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# **City of Springfield Bicycle and Pedestrian Advisory Committee**

## **Bylaws**

Approved by City Council 9/6/2016.

### **ARTICLE I. Name & Duration**

This Committee, established by the Springfield City Council, shall be called the Springfield Bicycle and Pedestrian Advisory Committee. This Committee will serve at the will of the City Council.

### **ARTICLE II. Purpose**

The purpose of the Springfield Bicycle and Pedestrian Advisory Committee is to advise the City Council, Planning Commission and City Staff on matters relating to bicycle and pedestrian planning. Committee members should have an interest in promoting bicycle and / or pedestrian interests in Springfield. The responsibilities of the Committee shall include, but are not limited to the following:

#### **Section 1. Bicycle / Pedestrian Policy**

Review and make recommendations on planning documents prepared by City departments affecting the use of walking and bicycling as a transportation mode.

#### **Section 2. Bicycle / Pedestrian Facility & Program Implementation**

Work closely with City Staff to ensure input into bicycle and pedestrian facilities and operation planning and program development.

Assist City Staff with review and prioritization of grant opportunities as they arise.

#### **Section 3. Education, Enforcement and Encouragement**

Assist City Staff in the public outreach of pedestrian and bicycle issues, and recommend additional education, enforcement and encouragement tools that the City may implement.

#### **Section 4. Citizen Input**

Encourage citizen participation in the City's bicycle and pedestrian programs, including: identifying program or system deficiencies; reviewing existing facilities; and planning and implementing new projects and programs.

#### **Section 5. Americans with Disabilities Act (ADA) Compliance**

Work closely with City staff to continue implementing and upgrading ADA compliant bike and pedestrian facilities.

### **ARTICLE III. Membership**

#### **Section 1. Composition of Committee**

Membership of the Committee shall consist of 10-16 voting members. Non-voting members may include one City Councilor, one Planning Commissioner, Willamalane staff, the Springfield Safe Routes to School Coordinator, and at least one city staff member. The non-voting members are in addition to the 10-16 voting members. Other non-voting guests may participate at the request of the Committee and may represent other government agencies or City departments having an interest in pedestrian and bicycle issues.

### **Section 2. Appointment**

All applicants shall complete a standard application form and submit it to the City Manager's Office.

Applications shall be reviewed and evaluated by City Staff and the City Council. Committee positions shall be appointed by the City Council.

### **Section 3. Tenure**

Membership on the Committee shall be two year terms. Half of the members terms shall be odd year followed by even year terms and the second half shall be even year followed by odd year terms. A term shall commence on January 1<sup>st</sup>.

Committee members may reapply after one term, but may only serve two consecutive terms, unless specifically directed otherwise by the Council. Members may reapply after not serving one full term.

If the total Committee membership number falls below 10 members, City staff shall recruit for additional members. If a member resigns or is removed, the replacement shall be for the remainder of the term.

### **Section 4. Termination**

Committee members may voluntarily be removed from the Committee with written notice to City Staff and the Chair. All Bicycle and Pedestrian Advisory Committee appointees serve at the pleasure of the City Council. A position shall be vacated by the Council when the appointee has two or more consecutive unexcused absences from the commission meetings in any twelve consecutive month period. (Section IX (5) 5.5) of the Council Operating Policies). The Chair, in consultation with City Staff, may also recommend to the Council a member be removed from the Committee if a member is found not to meet the Committee's adopted Code of Conduct.

## **ARTICLE IV. Officers**

**Section 1.** There shall be a Chair and a Vice-Chair for the Committee. Each office shall serve for one calendar year per term. Both the Chair and Vice-Chair positions shall be elected by Committee members.

## **ARTICLE V. Meetings**

**Section 1.** Regular Meeting

Regular meetings shall be held four times during the course of one year at Springfield City hall, unless otherwise agreed upon. Time and duration of the meetings shall be determined by City Staff.

**Section 2. Special Meetings**

Special meetings may be called by the Chair or by resolution of the Committee. Notice of a special meeting shall include the agenda for the meeting.

**Section 3. Conduct of Meetings**

60% of voting members in attendance shall constitute a quorum for the transaction of business at any regular or special meeting.

The act of the majority of the members present at a meeting at which there is a quorum shall be the act of the committee.

All meetings are open to the public and shall be conducted in accordance with Robert's Rules of Order.

City staff will provide brief meeting summaries and audio recordings of meetings.

**Section 4. Code of Conduct**

By accepting an appointment to the BPAC, members agree to adhere to a Code of Conduct, which includes:

1. Share the available speaking time at meetings
2. Follow instructions of meeting facilitator
3. Be respectful of a range of opinions
4. Be respectful of all people in attendance at meetings
5. Focus on successfully completing the agreed upon agenda
6. Avoid side discussion when others are speaking
7. Voice concerns and complaints at the meeting, not outside the meeting
8. Strive for consensus
9. Adhere to same ethical and behavior standards as City employees

**ARTICLE VI. Amendments to Bylaws**

These Bylaws may be amended by the City Council either upon Council initiation or recommendation of a majority of the Committee made at any regular meeting of the Committee, provided that written notice of the proposed amendment shall be emailed and /or mailed to each Committee member not less than one (1) week prior to such regular meeting of the Committee.

**Attachment 2: Current BPAC Roster**

<b>Name</b>	<b>Term</b>	<b>Role</b>
Allison Camp	Jan 2016 - Dec 2017	Voting Member, Chair
Claudia Denton	Jan 2016 - Dec 2017	Voting Member, Vice-Chair
Darla Robbins	Jan 2016 - Dec 2017	Voting Member
Jeff Sakacsi	Jan 2016 - Dec 2017	Voting Member
Jerry Hooton	Jan - Dec 2016	Voting Member
Kevin Schaper	Jan 2016 - Dec 2017	Voting Member
Robin Mayall (formerly Clevenger)	Jan 2016 - Dec 2017	Voting Member
Sheri Moore		City Council Liaison
Andrew Landen		Planning Commission Liaison
Simon Daws		Willamalane Parks Liaison
Joel Krestik		Eugene BPAC Liaison
Matthew Fisher		Safe Routes to School Coordinator Liaison (until Dec 2016)
Laughton Elliott-DeAngelis		Safe Routes to School Coordinator Liaison (after Dec 2016)

## **BPAC Interview Schedule & Questions**

**November 28, 2016**

### ***Schedule***

5:30 Council preparation of interview questions

5:35 Interview of Ian-Huei Yau

5:42 Interview of Matthew Auxier

5:49 Interview of Sheila Thomas

5:56 Interview of Steven Acker

6:03 Interview of Terilyn Jacobs

6:10 Interview of Zach Golik

6:17 Council deliberation

### ***Questions for Candidates***

1. Why are you interested in serving on the Bicycle and Pedestrian Advisory Committee (BPAC)?
2. Describe your experience as it relates to your desire to become a BPAC member.
3. What initiatives are you interested in working on if you are appointed as a BPAC member?
4. Describe your familiarity with the City's walking and biking infrastructure and amenities.
5. What is it about pedestrian and bicycle issues that interests you most?
6. Have you attended a BPAC meeting? If so, what were your impressions?



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# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

City Manager's Office • 225 Fifth Street • Springfield, OR 97477

**PLEASE NOTE:**

- When possible, council will not appoint people currently serving on another governing body to the Planning Commission or Budget Committee.
- When appointing people to any of the other city boards, commissions or committees, the Council shall take into account whether that person is being reappointed for a subsequent term, is currently serving on another governing body or currently appointed to another city board, commission or committee.
- When possible, the Council will appoint people to serve on one City board, commission or committee only.

Board / Commission / Committee applying for:

(A separate application must be completed for each board / commission / committee)

Name: Ian-Huei Yau  
First Middle Initial Last

Home address: 1480 16<sup>th</sup> St Apt 11 Springfield 97477  
Street City Zip

Mailing address: same  
Street City Zip

Day Phone: 541.360.2687 Evening phone: same

Email Address: yau.ianhuei@gmail.com

Preferred Form of Contact: \_\_\_\_\_

Do you live within the Springfield city limits?  Yes  No ➔ If yes, how long? 3 months  
If no, do you live inside Springfield's Urban Growth Boundary?

Ward number (City residents only): Ward 3  Yes  No

Are you a Springfield property owner?  Yes  No  
 Are you a Springfield business owner?  Yes  No  
 Are you a registered voter?  Yes  No

Occupation: Geospatial Systems Specialist Place of employment/School: US Forest Service

Business address: 3106 Pierce Parkway, Suite D, Springfield, OR 97477

Education: M.S. Soil Science, 2011; B.S. Natural Resources, 2006

Are you currently serving on any other board, committee, or commission? If so, please list them here:

no

How did you hear about the above vacancy?

- Newspaper ad     Newspaper article     Radio/TV     Mail notice  
 Word of mouth     Board/Commission/Committee member     Internet

(Over, please)

For more information please call the City Manager's Office 541.726.3700  
Return this application to the City Manager's Office, 225 Fifth Street, Springfield Oregon 97477



# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

Please print or type:

1. What experiences / training / qualifications do you have for this particular board / commission / committee?

I ride my bike every day, everywhere I go. I have diverse experiences in community development, public policy and working with diverse stakeholders. These experiences have come domestically as a civil servant and internationally as a Peace Corps volunteer in Sénégal. Maybe most importantly, I am passionate about bicycling and pedestrian issues in Springfield.

2. What specific contribution do you hope to make?

As a new citizen to Springfield, I hope my perspective will spur discussion and innovation. I would also love to help with awareness and education events.

3. Briefly describe your involvement in relevant community groups and activities. (Lack of previous involvement will not necessarily disqualify you from consideration.)

I have volunteered with Cascade Bicycle Club helping high school students learn about bike assembly and maintenance. In 2007 I was part of a research group informing an advisory committee on management of federal lands. In Sénégal, I was involved with many community groups including farmers' cooperatives, health workers and volunteers and women's groups. Our work was varied and focused on agriculture, malaria prevention and waste management.

4. What community topics concern you that relate to this board / commission / committee? Why do you want to become a member?

Public education and awareness of cyclist and pedestrian issues interest me the most. Safety is of the utmost importance. I am also interested in understanding why more people don't cycle and walk and what can be done about that. I want to be involved in my community and met an enthusiastic, interesting, inspiring group of people at the last BPAC meeting.

5. Most boards / commissions / committees meet monthly. Subcommittees may meet more frequently. Meetings generally last one and one-half hours. It is highly recommended you attend a meeting before submitting the application. Please read the news release for this position which contains the normal dates and times for these meetings and can be found at

[www.ci.springfield.or.us/CMO/newsrel.htm](http://www.ci.springfield.or.us/CMO/newsrel.htm). Are you available to attend meetings on the dates listed for this committee?

Yes  No

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I certify the information in this application and attachments are true and complete to the best of my knowledge. I understand that false or misleading statements or missing information is cause for rejection of application, removal of name from eligible list, or dismissal from the position. I hereby waive my rights to claims or damages against any employer and the City of Springfield, its officers, agents, and employees, in regard to this exchange of information. I hereby authorize to permit the City of Springfield and/or the Springfield Police Department to review my background information and if required my DMV records. I have reviewed the Advisory and meet the minimum requirements to serve/volunteer in the desired position. I also authorize to permit any materials listed above to be copied and retained by the City of Springfield. I authorize the use of my photograph.

I will defend, indemnify and hold harmless the City of Springfield, its officers, employees, and agents from and against all liability or loss and against any and all claims, actions, causes of actions, proceedings or appeals based upon or arising out of or arising from or in connection with my conduct or performance as a volunteer with the City of Springfield including but not limited damage or injury to persons or property and including without limitation attorney fees and expenses; except for losses, claims or actions resulting from the sole negligence of the City of Springfield.

Applicant Signature:  Date: 27 Oct 2016

For more information please call the City Manager's Office 541.726.3700  
Return this application to the City Manager's Office, 225 Fifth Street, Springfield Oregon 97477

## Springfield BPAC Supplemental Questions

1. Why is addressing pedestrian and bicycle issues important for a city like Springfield?

Cities that are more accommodating and welcoming to cyclists and pedestrians tend to be more vibrant, connected communities. The culture of self-powered locomotion is strong in this part of the Valley and that is due, in part, to proactive community members ensuring we are always moving forward. Those in the cycling and pedestrian portions of the community can also tend to be those in lower economic standings, often those who have the hardest time having their voice heard in public policy debate. A diverse, thoughtful advisory committee can help champion the causes of underrepresented, unheard people.

2. How can the Bicycle and Pedestrian Advisory Committee foster citizen awareness of pedestrian and bicycle issues?

Intelligently placed, clear signage goes a long way. Education and awareness events are always fun. Helping people out with helmets, lights and other visibility aids sends a positive message. Organized rides and walks or spectacles like Midnight Mystery Rides or themed rides for celebrations or events can raise awareness in the community. Op-ed pieces and good press coverage in the Register-Guard will reach a certain audience in the area. A social media presence probably wouldn't hurt. It might make the BPAC more accessible to citizens with ideas or concerns and may be an avenue to partner with other organizations.

3. The BPAC is currently soliciting applications for a two year term of service that runs from January 2017 to December 2018. Are you able to serve for the entire duration of the term?

Yes

No



Application for a City of Springfield  
Citizen Advisory Board/Commission/Committee

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City Manager's Office • 225 Fifth Street • Springfield, OR 97477

PLEASE NOTE:

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- When possible, the Council will appoint people to serve on one City board, commission or committee only.

Board / Commission / Committee applying for:

BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

(A separate application must be completed for each board / commission / committee)

Name: MATHEW J. AUXIER  
First Middle Initial Last

Home address: 1109 S. 2ND ST. SPRINGFIELD 97477  
Street City Zip

Mailing address: 1109 S. 2ND ST. SPRINGFIELD 97477  
Street City Zip

Day Phone: 541-729-5262 Evening phone: 541-729-5262

Email Address: mjauxier@yahoo.com

Preferred Form of Contact: \_\_\_\_\_

Do you live within the Springfield city limits?  Yes  No  If yes, how long? \_\_\_\_\_  
If no, do you live inside Springfield's Urban Growth Boundary?

Ward number (City residents only): \_\_\_\_\_  Yes  No

Are you a Springfield property owner?  Yes  No  
Are you a Springfield business owner?  Yes  No  
Are you a registered voter?  Yes  No

Occupation: SCHOOL TEACHER Place of employment/School: AGNES STEWART Middle School, Springfield School District

Business address: 900 S. 32ND ST, SPRINGFIELD, ORE. 97478

Education: MASTERS DEGREE IN EDUCATION FROM U of O

Are you currently serving on any other board, committee, or commission? If so, please list them here:  
NO

How did you hear about the above vacancy?

- Newspaper ad  Newspaper article  Radio/TV  Mail notice  
 Word of mouth  Board/Commission/Committee member  Internet

(Over, please)

For more information please call the City Manager's Office 541.726.3700  
Return this application to the City Manager's Office, 225 Fifth Street, Springfield Oregon 97477



Application for a City of Springfield
Citizen Advisory Board/Commission/Committee

Please print or type:

1. What experiences / training / qualifications do you have for this particular board / commission / committee?

AT VARIOUS TIMES DURING THE COURSE OF MY LIFE HERE IN SPRINGFIELD I HAVE RIDDEN MY BIKE AS MY PRIMARY MEANS OF TRANSPORTATION. AFTER MANY YEARS OF NOT RIDING DUE TO FAMILY OBLIGATIONS I AM ONCE AGAIN RIDING MY BIKE EVERY DAY TO AND FROM WORK. I HAVE NO SPECIFIC TRAINING OR QUALIFICATIONS RELATED TO THIS COMMITTEE.

2. What specific contribution do you hope to make?

I WOULD NOT COME IN WITH ANY SPECIFIC AGENDA. I SIMPLY WOULD BE ADDING MY VOICE TO THOSE WHO CARE ABOUT BIKING AND WALKING TRANSPORTATION IN OUR CITY. AND I AM WILLING TO PARTICIPATE AND BECOME INVOLVED IN EFFORTS TO PROMOTE THE CONTINUED GROWTH OF BICYCLE AND PEDESTRIAN OPPORTUNITIES.

3. Briefly describe your involvement in relevant community groups and activities. (Lack of previous involvement will not necessarily disqualify you from consideration.)

I AM NOT CURRENTLY INVOLVED IN ANY COMMUNITY GROUPS, ALTHOUGH I AM A MIDDLE SCHOOL TEACHER IN SPRINGFIELD. MY PERSONAL GOAL IS TO BECOME MORE INVOLVED IN OUR COMMUNITY AND THIS WOULD BE A NICE OPPORTUNITY FOR ME.

4. What community topics concern you that relate to this board / commission / committee? Why do you want to become a member?

I AM CONCERNED ABOUT ACCESS TO AND THE SAFETY OF ROUTES MOST TRAVELED. IN ADDITION BEING A MIDDLE SCHOOL TEACHER AND THE FATHER OF THREE CHILDREN, I AM CONCERNED ABOUT SAFETY OF CHILDREN TO AND FROM SCHOOL. AND I FEEL IT IS IMPORTANT TO IDENTIFY UNDERSERVED AREAS THAT WOULD MOST BENEFIT FROM ADDITIONAL AND IMPROVED ROUTES AND PATHS.

5. Most boards / commissions / committees meet monthly. Subcommittees may meet more frequently. Meetings generally last one and one-half hours. It is highly recommended you attend a meeting before submitting the application. Please read the news release for this position which contains the normal dates and times for these meetings and can be found at www.ci.springfield.or.us/CMO/newsrel.htm. Are you available to attend meetings on the dates listed for this committee?

Yes No
Comments:

I certify the information in this application and attachments are true and complete to the best of my knowledge. I understand that false or misleading statements or missing information is cause for rejection of application, removal of name from eligible list, or dismissal from the position. I hereby waive my rights to claims or damages against any employer and the City of Springfield, its officers, agents, and employees, in regard to this exchange of information. I hereby authorize to permit the City of Springfield and/or the Springfield Police Department to review my background information and if required my DMV records. I have reviewed the Advisory and meet the minimum requirements to serve/volunteer in the desired position. I also authorize to permit any materials listed above to be copied and retained by the City of Springfield. I authorize the use of my photograph.

I will defend, indemnify and hold harmless the City of Springfield, its officers, employees, and agents from and against all liability or loss and against any and all claims, actions, causes of actions, proceedings or appeals based upon or arising out of or arising from or in connection with my conduct or performance as a volunteer with the City of Springfield including but not limited damage or injury to persons or property and including without limitation attorney fees and expenses; except for losses, claims or actions resulting from the sole negligence of the City of Springfield.

Applicant Signature:

Date:

For more information please call the City Manager's Office 541.726.3700
Return this application to the City Manager's Office, 225 Fifth Street, Springfield Oregon 97477

## Springfield BPAC Supplemental Questions

1. Why is addressing pedestrian and bicycle issues important for a city like Springfield?

BECAUSE WE AS A COMMUNITY ARE VERY FORTUNATE TO HAVE AN EXISTING INFRASTRUCTURE THAT SUPPORTS BIKING, AND SUPPORTIVE CITY LEADERSHIP THAT VALUES BIKING AND WALKING, WE NEED TO SEIZE UPON THIS OPPORTUNITY, AS A COMMUNITY, TO CONTINUOUSLY WORK ON IMPROVING OUR INFRASTRUCTURE AND BE AN EXAMPLE TO COMMUNITIES OF OUR SIZE AROUND THE STATE AND OUR NATION.

2. How can the Bicycle and Pedestrian Advisory Committee foster citizen awareness of pedestrian and bicycle issues?

THIS IS A GOOD QUESTION AND ONE WHICH I BELIEVE IS OF THE HIGHEST PRIORITY FOR THE COMMITTEE. THE MORE THAT WE CAN GET THE WIDER COMMUNITY INVOLVED THE BETTER OFF WE WILL BE. I LOOK FORWARD TO WORKING WITH OTHERS ON THE COMMITTEE AND LEARNING FROM AND BRAINSTORMING WITH THEM ON HOW AND WHERE TO BEST COMMUNICATE WITH THE COMMUNITY.

3. The BPAC is currently soliciting applications for a two year term of service that runs from January 2017 to December 2018. Are you able to serve for the entire duration of the term?

Yes

No



# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

City Manager's Office • 225 Fifth Street • Springfield, OR 97477

**PLEASE NOTE:**

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- When appointing people to any of the other city boards, commissions or committees, the Council shall take into account whether that person is being reappointed for a subsequent term, is currently serving on another governing body or currently appointed to another city board, commission or committee.
- When possible, the Council will appoint people to serve on one City board, commission or committee only.

Board / Commission / Committee applying for:

Bicycle/Pedestrian Committee

(A separate application must be completed for each board / commission / committee)

Name: Sheila Thomas

First Middle Initial Last

Home address: 7264 Holly Street Springfield 97478

Street City Zip

Mailing address: 7264 Holly Street Springfield 97478

Street City Zip

Day Phone: 541-607-7020 ext 3 Evening phone: 541-525-2975

Email Address: stthomas@lilaoregon.org

Preferred Form of Contact: Email

Do you live within the Springfield city limits?  Yes  No  $\Rightarrow$  If yes, how long? 5 years

If no, do you live inside Springfield's Urban Growth Boundary?

Ward number (City residents only): 6  Yes  No

Are you a Springfield property owner?  Yes  No

Are you a Springfield business owner?  Yes  No

Are you a registered voter?  Yes  No

Occupation: Executive Director Place of employment/School: Lane Independent Living Alliance

Lane Independent Living Alliance

Business address: 20 E 13th Avenue, Eugene OR 97401

Education: MA (Gerontology)

Are you currently serving on any other board, committee, or commission? If so, please list them here:

State Independent Living Council (SILC). Association of Oregon Centers for Independent Living (AOCIL). Disab

How did you hear about the above vacancy?

- Newspaper ad     Newspaper article     Radio/TV     Mail notice
- Word of mouth     Board/Commission/Committee member     Internet

(Over, please)

For more information please call the City Manager's Office 541.726.3700

Return this application to the City Manager's Office, 225 Fifth Street, Springfield Oregon 97477



# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

Please print or type:

1. What experiences / training / qualifications do you have for this particular board / commission / committee?

I am a person with a disability and have been Executive Director of a Center for Independent Living (CIL) for 8 years. We are a consumer controlled, cross disability organization tasked at providing services (information and referral, advocacy, skills training etc) to people experiencing disability. My educational field is Gerontology and I was previously Director of an Adult Protective Services program in Illinois.

2. What specific contribution do you hope to make?

It is my hope that I will be able to shed light on issues of equity in access for people with disabilities. I would like to see policies, programs and facilities all-inclusive of access equity for persons with disabilities.

3. Briefly describe your involvement in relevant community groups and activities. (Lack of previous involvement will not necessarily disqualify you from consideration.)

My relevant experience comes from my work with the boards and councils with which I am currently serving (see above).

4. What community topics concern you that relate to this board / commission / committee? Why do you want to become a member?

There is a gap in awareness when it comes to bike and pedestrian access as it relates to persons with disabilities. Under the ADA persons with disabilities must have equitable access to everything that persons without disabilities have. I want to be a member to raise awareness and provide education to the discussion.

5. Most boards / commissions / committees meet monthly. Subcommittees may meet more frequently. Meetings generally last one and one-half hours. **It is highly recommended you attend a meeting before submitting the application.** Please read the news release for this position which contains the normal dates and times for these meetings and can be found at [www.ci.springfield.or.us/CMO/newsrel.htm](http://www.ci.springfield.or.us/CMO/newsrel.htm). Are you available to attend meetings on the dates listed for this committee?

Yes  No

Comments: I am in my second three year term on the State Independent Living Council and I have a 100% meeting attenda

Please Note: I am not yet a registered voter. I am a legal US alien and my citizenship application is currently in process.

I certify the information in this application and attachments are true and complete to the best of my knowledge. I understand that false or misleading statements or missing information is cause for rejection of application, removal of name from eligible list, or dismissal from the position. I hereby waive my rights to claims or damages against any employer and the City of Springfield, its officers, agents, and employees, in regard to this exchange of information. I hereby authorize to permit the City of Springfield and/or the Springfield Police Department to review my background information and if required my DMV records. I have reviewed the Advisory and meet the minimum requirements to serve/volunteer in the desired position. I also authorize to permit any materials listed above to be copied and retained by the City of Springfield. I authorize the use of my photograph.

I will defend, indemnify and hold harmless the City of Springfield, its officers, employees, and agents from and against all liability or loss and against any and all claims, actions, causes of actions, proceedings or appeals based upon or arising from or in connection with my conduct or performance as a volunteer with the City of Springfield including but not limited damage or injury to persons or property and including without limitation attorney fees and expenses; except for losses, claims or actions resulting from the sole negligence of the City of Springfield.

Applicant Signature: [Handwritten Signature]

Date: November 2nd 2016

For more information please call the City Manager's Office 541.726.3700  
Return this application to the City Manager's Office, 225 Fifth Street, Springfield Oregon 97477  
Attachment 4, Page 8 of 18

## Springfield BPAC Supplemental Questions

1. Why is addressing pedestrian and bicycle issues important for a city like Springfield?

These issues are important to Springfield as a town that is accessible and welcoming to a broad spectrum of residents and visitors. There are also safety issues that need addressing. Perhaps more important is respect for the Americans with Disabilities Act as a Civil Rights Law. Under the ADA all persons must have equitable access to all public places, public programs and businesses. I can provide an informed voice to the issues specific to people with disabilities.

2. How can the Bicycle and Pedestrian Advisory Committee foster citizen awareness of pedestrian and bicycle issues?

Citizen awareness can be raised through education utilizing internet, social media, newspaper articles, radio, television, Town Hall Meetings, word of mouth and events. I can bring to the table professional trainings on pedestrian and bicycle access as it fits with persons who use wheel chairs and mobility devices.

3. The BPAC is currently soliciting applications for a two year term of service that runs from January 2017 to December 2018. Are you able to serve for the entire duration of the term?

Yes

No





## Application for a City of Springfield Citizen Advisory Board/Commission/Committee

Please print or type:

1. What experiences / training / qualifications do you have for this particular board / commission / committee?

I have been a bicycle or pedestrian commuter for most of my working life, in several small and large cities in Oregon and Washington. I also walk or ride my bike for recreation and exercise. Through my education and work experience, I have developed skills in comprehending and communicating complex information, and working productively with people from a variety of backgrounds.

2. What specific contribution do you hope to make?

I hope to bring the perspective of a year-round bicycle commuter to the committee. I hope to contribute to the City's efforts to make walking, bicycling, and other alternatives to automobiles more safe, practical, and enjoyable for all.

3. Briefly describe your involvement in relevant community groups and activities. (Lack of previous involvement will not necessarily disqualify you from consideration.)

None.

4. What community topics concern you that relate to this board / commission / committee? Why do you want to become a member?

The major community topic relevant to the Bicycle/Pedestrian Committee that concerns me is transportation safety. I want to become a member of the committee both because I believe my commuting experience provides some worthwhile insights, and because I feel this is an appropriate way to contribute to the community.

5. Most boards / commissions / committees meet monthly. Subcommittees may meet more frequently. Meetings generally last one and one-half hours. **It is highly recommended you attend a meeting before submitting the application.** Please read the news release for this position which contains the normal dates and times for these meetings and can be found at [www.ci.springfield.or.us/CMO/newsrel.htm](http://www.ci.springfield.or.us/CMO/newsrel.htm). Are you available to attend meetings on the dates listed for this committee?

Yes  No

Comments: No dates for meetings in 2017 were listed on the website.

However, I will make every effort to attend all the meetings.

I certify the information in this application and attachments are true and complete to the best of my knowledge. I understand that false or misleading statements or missing information is cause for rejection of application, removal of name from eligible list, or dismissal from the position. I hereby waive my rights to claims or damages against any employer and the City of Springfield, its officers, agents, and employees, in regard to this exchange of information. I hereby authorize to permit the City of Springfield and/or the Springfield Police Department to review my background information and if required my DMV records. I have reviewed the Advisory and meet the minimum requirements to serve/volunteer in the desired position. I also authorize to permit any materials listed above to be copied and retained by the City of Springfield. I authorize the use of my photograph.

I will defend, indemnify and hold harmless the City of Springfield, its officers, employees, and agents from and against all liability or loss and against any and all claims, actions, causes of actions, proceedings or appeals based upon or arising out of or arising from or in connection with my conduct or performance as a volunteer with the City of Springfield including but not limited damage or injury to persons or property and including without limitation attorney fees and expenses; except for losses, claims or actions resulting from the sole negligence of the City of Springfield.

Applicant Signature:  Date: Oct. 23, 2016

For more information please call the City Manager's Office 541.726.3700  
Return this application to the City Manager's Office, 225 Fifth Street, Springfield Oregon 97477

## Springfield BPAC Supplemental Questions

1. Why is addressing pedestrian and bicycle issues important for a city like Springfield?

I believe that the more that people walk, bicycle, or use public transit, the healthier and happier people will be and the safer and more prosperous the city will be. The health benefits of exercise are well known. I believe that the less time people spend in cars the less they are alienated from other people and their environment, which overall should increase people's sense of well-being. More people on foot and bicycle, paying attention to their surroundings, should increase the safety of the city. Finally, I suspect that building and maintaining the infrastructure associated with pedestrians and bicycles consumes less land, energy, and money than the infrastructure needed for private automobiles .

2. How can the Bicycle and Pedestrian Advisory Committee foster citizen awareness of pedestrian and bicycle issues?

The committee can foster citizen awareness by collaborating with City staff on sharing information with the public through traditional media and social media, hosting community events focusing on human-powered transportation, and soliciting public opinion through outreach tools such as surveys and public meetings.

3. The BPAC is currently soliciting applications for a two year term of service that runs from January 2017 to December 2018. Are you able to serve for the entire duration of the term?

Yes

No



# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

RECEIVED OCT 12 2016 *AOJ*

City Manager's Office • 225 Fifth Street • Springfield, OR 97477

**PLEASE NOTE:**

- When possible, council will not appoint people currently serving on another governing body to the Planning Commission or Budget Committee.
- When appointing people to any of the other city boards, commissions or committees, the Council shall take into account whether that person is being reappointed for a subsequent term, is currently serving on another governing body or currently appointed to another city board, commission or committee.
- When possible, the Council will appoint people to serve on one City board, commission or committee only.

Board / Commission / Committee applying for:

Bicycle/Pedestrian Committee

(A separate application must be completed for each board / commission / committee)

Name: Terilyn O Jacobs

First Middle Initial Last

Home address: 465 22nd St Springfield 97477

Street City Zip

Mailing address: Same as above

Street City Zip

Day Phone: 541-513-5629 Evening phone: \_\_\_\_\_

Email Address: terilyn.jacobs@willamalane.org

Preferred Form of Contact: Email

Do you live within the Springfield city limits?  Yes  No  $\Rightarrow$  If yes, how long? 13 years  
If no, do you live inside Springfield's Urban Growth Boundary?  Yes  No

Ward number (City residents only): 4  Yes  No

Are you a Springfield property owner?  Yes  No

Are you a Springfield business owner?  Yes  No

Are you a registered voter?  Yes  No

Occupation: Fitness Coordinator Place of employment/School: Willamalane Park & Recreation District

Willamalane Park & Recreation District

Business address: 215 W. C St. Springfield, OR

Education: B.S. Public Health, A.A.S. Exercise Science, ACSM-CPT

Are you currently serving on any other board, committee, or commission? If so, please list them here:

How did you hear about the above vacancy?

- Newspaper ad  Newspaper article  Radio/TV  Mail notice
- Word of mouth  Board/Commission/Committee member  Internet

(Over, please)

For more information please call the City Manager's Office 541.726.3700

Return this application to the City Manager's Office, 225 Fifth Street, Springfield Oregon 97477



# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

Please print or type:

1. What experiences / training / qualifications do you have for this particular board / commission / committee?

I am an avid cyclist and walker with a background in both Exercise Science and Public Health. I have both personal experience and educational training in health behaviors, determinants and safety including environmental and social aspects that encourage or deter biking and walking in neighborhoods.

2. What specific contribution do you hope to make?

I hope to help encourage and support the use of healthy transportation among our city residents by contributing my knowledge, skills and training to this committee.

3. Briefly describe your involvement in relevant community groups and activities. (Lack of previous involvement will not necessarily disqualify you from consideration.)

I have not been involved previously outside of volunteer activities at the Adult Activity Center.

4. What community topics concern you that relate to this board / commission / committee? Why do you want to become a member?

There are many areas in the city of Springfield that are safe and enjoyable for walking and biking. There are also many areas that are not safe or enjoyable but are still utilized, often in a frightening way. Community topics such as traffic light timing, bike lanes, safe sidewalks and lighting would all relate to this committee.

5. Most boards / commissions / committees meet monthly. Subcommittees may meet more frequently. Meetings generally last one and one-half hours. It is highly recommended you attend a meeting before submitting the application. Please read the news release for this position which contains the normal dates and times for these meetings and can be found at [www.ci.springfield.or.us/CMO/newsrel.htm](http://www.ci.springfield.or.us/CMO/newsrel.htm). Are you available to attend meetings on the dates listed for this committee?

Yes  No

Comments: \_\_\_\_\_

I certify the information in this application and attachments are true and complete to the best of my knowledge. I understand that false or misleading statements or missing information is cause for rejection of application, removal of name from eligible list, or dismissal from the position. I hereby waive my rights to claims or damages against any employer and the City of Springfield, its officers, agents, and employees, in regard to this exchange of information. I hereby authorize to permit the City of Springfield and/or the Springfield Police Department to review my background information and if required my DMV records. I have reviewed the Advisory and meet the minimum requirements to serve/volunteer in the desired position. I also authorize to permit any materials listed above to be copied and retained by the City of Springfield. I authorize the use of my photograph.

I will defend, indemnify and hold harmless the City of Springfield, its officers, employees, and agents from and against all liability or loss and against any and all claims, actions, causes of actions, proceedings or appeals based upon or arising out of or arising from or in connection with my conduct or performance as a volunteer with the City of Springfield including but not limited damage or injury to persons or property and including without limitation attorney fees and expenses; except for losses, claims or actions resulting from the sole negligence of the City of Springfield.

Applicant Signature: Terilyn Jacobs Digitally signed by Terilyn Jacobs Date: 2016.09.30 19:49:56 -07'00' Date: 9/30/2016

For more information please call the City Manager's Office 541.726.3700  
Return this application to the City Manager's Office, 225 Fifth Street, Springfield Oregon 97477

## Springfield BPAC Supplemental Questions

1. Why is addressing pedestrian and bicycle issues important for a city like Springfield?

We are a growing community and the health and wellness of our residents is important to continued growth. Healthy communities tend to have plans in place for growth while still fostering green space and healthy behaviors. It is important to plan ahead on issues that involve traffic safety before population pushes good intentions to one side and it is a struggle to keep up.

2. How can the Bicycle and Pedestrian Advisory Committee foster citizen awareness of pedestrian and bicycle issues?

A campaign to raise awareness that could include community events, needs assessment surveys and social media among other methods.

3. The BPAC is currently soliciting applications for a two year term of service that runs from January 2017 to December 2018. Are you able to serve for the entire duration of the term?

Yes

No



# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

City Manager's Office • 225 Fifth Street • Springfield, OR 97477

**PLEASE NOTE:**

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- When appointing people to any of the other city boards, commissions or committees, the Council shall take into account whether that person is being reappointed for a subsequent term, is currently serving on another governing body or currently appointed to another city board, commission or committee.
- When possible, the Council will appoint people to serve on one City board, commission or committee only.

Board / Commission / Committee applying for:

Springfield Bicycle and Pedestrian Advisory Committee

(A separate application must be completed for each board / commission / committee)

Name: Zach Golik

First Middle Initial Last

Home address: 341 6th Street Springfield 97477

Street City Zip

Mailing address: \_\_\_\_\_

Street City Zip

Day Phone: 541-914-7021 Evening phone: 541-914-7021

Email Address: zachgolik@gmail.com

Preferred Form of Contact: Email

Do you live within the Springfield city limits?  Yes  No ➔ If yes, how long? 8  
If no, do you live inside Springfield's Urban Growth Boundary?

Ward number (City residents only): 2  Yes  No

Are you a Springfield property owner?  Yes  No  
Are you a Springfield business owner?  Yes  No  
Are you a registered voter?  Yes  No

Occupation: Civil Engineer Place of employment/School: BHEGroup

BHEGroup

Business address: 940 Willamette St., Suite 310 Eugene, OR 97401

Education: Bachelor's Of Science in Civil Engineering and Associates of Scienc in Water and Wastewater Treatment

Are you currently serving on any other board, committee, or commission? If so, please list them here:  
Art Commission

How did you hear about the above vacancy?  
 Newspaper ad  Newspaper article  Radio/TV  Mail notice  
 Word of mouth  Board/Commission/Committee member  Internet

(Over, please)

For more information please call the City Manager's Office 541.726.3700  
Return this application to the City Manager's Office, 225 Fifth Street, Springfield Oregon 97477



# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

Please print or type:

1. What experiences / training / qualifications do you have for this particular board / commission / committee?

I engineering education and work experience in design pedestrian and bicycle pedestrian routes/ways.

2. What specific contribution do you hope to make?

I hope to contribute in making Springfield more bike and pedestrian friendly.

3. Briefly describe your involvement in relevant community groups and activities. (Lack of previous involvement will not necessarily disqualify you from consideration.)

I have experience in serving on commissions through the Springfield Art Commission. I am involved in the Washburne neighborhood.

4. What community topics concern you that relate to this board / commission / committee? Why do you want to become a member?

Safety and connectivity for bicycle and pedestrian access.

5. Most boards / commissions / committees meet monthly. Subcommittees may meet more frequently. Meetings generally last one and one-half hours. **It is highly recommended you attend a meeting before submitting the application.** Please read the news release for this position which contains the normal dates and times for these meetings and can be found at [www.ci.springfield.or.us/CMO/newsrel.htm](http://www.ci.springfield.or.us/CMO/newsrel.htm). Are you available to attend meetings on the dates listed for this committee?

Yes  No

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I certify the information in this application and attachments are true and complete to the best of my knowledge. I understand that false or misleading statements or missing information is cause for rejection of application, removal of name from eligible list, or dismissal from the position. I hereby waive my rights to claims or damages against any employer and the City of Springfield, its officers, agents, and employees, in regard to this exchange of information. I hereby authorize to permit the City of Springfield and/or the Springfield Police Department to review my background information and if required my DMV records. I have reviewed the Advisory and meet the minimum requirements to serve/volunteer in the desired position. I also authorize to permit any materials listed above to be copied and retained by the City of Springfield. I authorize the use of my photograph.

I will defend, indemnify and hold harmless the City of Springfield, its officers, employees, and agents from and against all liability or loss and against any and all claims, actions, causes of actions, proceedings or appeals based upon or arising out of or arising from or in connection with my conduct or performance as a volunteer with the City of Springfield including but not limited damage or injury to persons or property and including without limitation attorney fees and expenses; except for losses, claims or actions resulting from the sole negligence of the City of Springfield.

Applicant Signature: Zach Golik Digitally signed by Zach Golik Date: 2016.11.02 22:08:00 -07'00' Date: 11/2/16

For more information please call the City Manager's Office 541.726.3700  
Return this application to the City Manager's Office, 225 Fifth Street, Springfield Oregon 97477

## Springfield BPAC Supplemental Questions

1. Why is addressing pedestrian and bicycle issues important for a city like Springfield?

It is important because the City of Springfield has a large variety of pedestrian and bicycle related issues with regards to safety and connectivity.

2. How can the Bicycle and Pedestrian Advisory Committee foster citizen awareness of pedestrian and bicycle issues?

Advertise.

3. The BPAC is currently soliciting applications for a two year term of service that runs from January 2017 to December 2018. Are you able to serve for the entire duration of the term?

Yes

No

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**AGENDA ITEM SUMMARY****SPRINGFIELD  
CITY COUNCIL****Meeting Date:** 11/28/2016  
**Meeting Type:** Work Session  
**Staff Contact/Dept.:** Sandy Belson, DPW  
**Staff Phone No:** 541-736-7135  
**Estimated Time:** 40 minutes  
**Council Goals:** Promote and Enhance our Hometown Feel while Focusing on Livability and Environmental Quality

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**ITEM TITLE:** DEVELOPING AN AFFORDABLE HOUSING STRATEGY

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**ACTION REQUESTED:** Identify potential outcomes that the Council would like to achieve in developing an affordable housing strategy.

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**ISSUE STATEMENT:** The City recognizes that there is an affordable housing issue within the community. At the work session on October 10, the Council discussed staff's analysis of the current situation to better understand the extent of the problem. The key findings pointed to a shortage of housing and the expense of housing relative to household incomes. More than half of the renters and more than one-third of the owners in Springfield are cost-burdened, meaning they pay more than 30% of their income on housing and basic utilities. Female-headed households, children, those on fixed incomes, and people with special needs are disproportionately affected. Previously, staff analyzed the various aspects of the housing problems and presented what the City has already done to address these problems. But, there is still a need to increase the quantity and affordability of housing.  
  
To prepare for a second work session, staff responded to Council questions, answers are in the attached Council Briefing Memo. Staff is now seeking direction as to what outcomes the City wants to achieve in further developing an affordable housing strategy.

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**ATTACHMENTS:** Attachment 1: Council Briefing Memo  
Attachment 2: Map: Springfield Residential Land Inventory of Vacant, Partially Vacant, and Master Planned Land, December 2015

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**DISCUSSION/ FINANCIAL IMPACT:** The financial impact of these decisions will depend on what Council ultimately includes in the affordable housing strategy. Once Council has agreed on some affordable housing objectives, staff will return in future work session with potential strategies to meet those objectives using various tools available. Council can then explore what resources could be utilized to foster housing choice and affordability in the short and long term, thereby achieving its desired outcomes. By setting priorities, the City can focus its efforts to improve housing affordability in the community.

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**MEMORANDUM**

City of Springfield

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**Date:** 11/28/2016  
**To:** Gino Grimaldi **COUNCIL**  
**From:** Anette Spickard, DPW Director **BRIEFING**  
Sandy Belson, Comprehensive Planning Manager  
**Subject:** Developing an Affordable Housing Strategy **MEMORANDUM**

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**ISSUE:** The City recognizes that there is an affordable housing issue within the community. At the work session on October 10, the Council discussed staff's analysis of the current situation to better understand the extent of the problem. The key findings pointed to a shortage of housing and the expense of housing relative to household incomes. More than half of the renters and more than one-third of the owners in Springfield are cost-burdened, meaning they pay more than 30% of their gross income on housing and basic utilities. Female-headed households, children, those on fixed incomes, and people with special needs are disproportionately affected. Previously, staff analyzed the various aspects of the housing problems and presented what the City has already done to address these problems. But, there is still a need to increase the quantity and affordability of housing.

To prepare for a second work session, staff responded to Council questions, answers are below. Staff is now seeking direction as to what outcomes the City wants to achieve in further developing an affordable housing strategy.

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**COUNCIL GOALS/****MANDATE:**

Promote and Enhance our Hometown Feel While Focusing on Livability and Environmental Quality

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**RESPONDING TO COUNCIL QUESTIONS**

Council posed the following questions at the October 10 work session.

- 1. How does the Data Analysis discussed at the Council Work Session on October 10<sup>th</sup> compare with the Springfield Residential Land and Housing Needs Analysis adopted in June 2011?***

The *Data Analysis* looked at the housing situation within the city limits since that is where development occurs. The *Residential Land Inventory* was based on the existing conditions in Springfield in 2008 within the Urban Growth Boundary (UGB) since it established an inventory to meet the projected 20-year demand. The inventory only included land designated for residential uses. It did not inventory other plan designations that allow residential development such as mixed use plan designations. Between July 2008 and December 2015, 630 residential units were built on land designated residential within the Urban Growth Boundary. In addition, the Afiya apartments were built on land designated Medium Density Residential Mixed Use.

The following table shows the number of dwelling units built within each type of plan designation.

**Table 1: Plan Designation of Dwelling Units Constructed 2008-2015**

<b>Plan Designation</b>	<b>Apartments</b>	<b>Duplex Units</b>	<b>Single-family</b>	<b>Total</b>
Low Density Residential		8	555	563
Medium Density Residential		16	45	61
High Density Residential	55 <sup>1</sup>			55
Medium Density Residential Mixed Use <sup>2</sup>	16			16
<b>Grand Total</b>	<b>71</b>	<b>24</b>	<b>600</b>	<b>695</b>

<sup>1</sup> These 55 units (Aster Apartments) were actually built on a site that included both High Density Residential and Medium Density Plan designations.

<sup>2</sup> Mixed use plan designations were not included in the residential land use inventory.

Most of those new residential units (559) were built on vacant land, but a significant number (120) were built on land that had been classified as “developed”. The following table shows how many unconstrained buildable acres were in the residential land inventory in July 2008 compared with December 2015. Subtracting the difference shows how much land was “consumed” or developed by construction of new housing.

**Table 2: Buildable and Developed Acres by Residential Plan Designation**

<b>Plan Designation</b>	<b>July 2008 <i>Unconstrained Buildable Acres</i></b>	<b>December 2015 <i>Unconstrained Buildable Acres</i></b>	<b>Acres Developed</b>
Low Density Residential	1301	1228	73
Medium Density Residential	129	126	3
High Density Residential*	18	17	1
<b>Grand Total</b>	<b>1448</b>	<b>1370</b>	<b>79</b>

\* As a result of the findings in the *Springfield Residential Land and Housing Needs Analysis*, the *Glenwood Refinement Plan* redesignated 34 acres of land to Residential Mixed Use to meet the need for an additional 21 acres designated for high density residential development. Most of the 34 acres redesignated to Residential Mixed Use are already developed (including the River Bank mobile home park) and would need to be redeveloped to provide the needed capacity for high-density residential development.

The *Springfield Residential Land and Housing Needs Analysis* assumed that new housing would be built at 9.8 dwelling units per gross acre<sup>1</sup>. The development in Springfield thus far is not achieving the densities assumed. Calculating the number of vacant unconstrained acres by the total number of new dwelling units built (including those built on “developed” land), the overall density is only 8.8 dwelling units per gross acre.

The attached map shows all the vacant, partially vacant, and master planned land (constrained and unconstrained) as of December 2015 by plan designation.

**2. *How much land is needed to build a 50-unit apartment complex, or a 100-unit apartment complex?***

How much land is needed depends on the zoning of the property, the size of the apartments, the amount of parking provided (if any) and how many stories are built. The amendments to the Springfield Development Code (Ordinance 6286 adopted in March 2013) identified the following densities by zoning district:

Low-Density Residential	6 to 14 dwellings/net acre
Small Lot Residential	8 to 14 dwellings/net acre
Medium Density Residential	14 to 28 dwellings/net acre
High Density Residential	28 to 42 dwellings/net acre

Thus, a 50-unit apartment complex within the medium density residential zoning district would require between 1.8 and 3.6 acres and a 100-unit complex would require between 3.6 and 7.2 acres.

In the high density residential zoning district, a 50-unit apartment complex would require between 1.2 and 1.8 acres; a 100-unit complex would require between 2.4 and 3.6 acres.

Here are some examples of recent apartment complexes approved by the City:

*The Myrtlewood, 1062 and 1072 Main Street*

Proposed 35 one-bedroom units

four floors

14 on-site parking spaces (number of required parking space reduced based on type of residents and 3 additional spaces provided on adjacent tax lots)

Mixed-Use Residential Zoning

0.59 acres

60 dwelling units/net acre

St. Vincent de Paul has said that constructing complexes of 35-40 apartments is the “sweet” spot in terms of being the most financially viable. Including 35 units on this site was a tight squeeze given requirements for set-backs, solar access, and required open space.

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<sup>1</sup> The Springfield Residential Land and Housing Needs Analysis (p. 62) actually was based on the City’s overall density assumption of 7.9 dwelling units per net acre. Converting net to gross is based on an overall assumption of 19% of gross acres go toward public infrastructure such as street rights-of-way and storm drainage. Thus the 7.9 dwelling units per net acre convert to 9.8 dwelling units per gross acre.

*5<sup>th</sup> Street Townhomes (north of Q Street)*  
 38 two-bedroom units  
 two floors  
 57 on-site parking spaces  
 High Density Residential Zoning  
 1.59 acres  
 24 dwelling units/net acre

*Royal Building, 509 Main Street*  
 33 one-bedroom units  
 four floors above ground floor commercial  
 no on-site parking for residents  
 Mixed Use Commercial Zoning  
 0.20 acres  
 167 dwelling units/net acre

*Brentwood Estates, 317 N. 30<sup>th</sup> Street*  
 295 dwelling units (206 three-bedroom units  
 and 89 two-bedroom units)  
 two floors  
 includes attached and detached garages  
 Medium Density Residential Zoning  
 23.71 acres  
 12 dwelling units/net acre

*Aster Apartments, 1955 3<sup>rd</sup> Street*  
 54 one-bedroom & 1 two-bedroom  
 three floors  
 55 parking spaces  
 Medium and High Density Residential  
 Zoning  
 2.33 acres  
 24 dwelling units/net acre

With the exception of the Royal Building, none of these apartment complexes were developed at a density that meets the current minimum density for the zoning district. If the overall densities of both single-family and multi-family housing do not increase, the City will be faced with a limited land supply to meet future growth needs and a need to either expand the UGB and further extend infrastructure, or redevelop on a larger scale within the existing UGB.

**3. Is there land available to develop multi-family housing?**

While the 2011 Residential Land Inventory was based on plan designation, actual development of the property will be based on the zoning. Multi-family housing is not restricted to high density and medium density residential zoning, but these zoning districts are geared primarily for multi-family dwellings. The chart below shows the number of sites by size that are zoned for multi-family housing. The site size is based on the number of unconstrained vacant acres. Some properties are partially developed, so only the undeveloped portion is included in the acreage. If a property owner owns multiple, adjacent tax lots, the acreage was aggregated into one site.

**Table 3: Number of Sites Available for Development by Zoning District**

Site Size (in buildable acres)	High Density Residential	Medium Density Residential
> 20 acres		2
5 – 20 acres	2	1
2 - 5 acres		6
1 - 2 acres	1	5
0.5 – 1 acre	1	9

These vacant or partially vacant sites are in addition to the available properties within the Riverbend and Marcola Meadows Master Plans. They also do not include the properties in Glenwood that have the potential to be redeveloped.

#### ***4. What is the financing situation for housing?***

Historically, banks would loan on up to 50% of the land value and up to 80% of the value of a construction project. During the recession, money dried up and the banking industry got out of development loans. Banks have been slow to come back to the development table. Today, money is available but banks are cautious. A bank will consider each project on its merits, offering loans on well-thought out projects for which there is a reasonable chance for success that are applied for by developers with a history of well-managed projects.

With today's low interest rates, there are people with excess funds that are looking at investments that will generate more return than they would get in interest. These equity investors are willing to take more risk than a bank since they will share in the profits. A bank's willingness to grant a loan for a development project is based on the project size, risk, and scope relative to the bank's appetite (capacity, portfolio, and expertise). Smaller banks will not be able to make a \$10 million loan whereas \$10 million may be a small amount for a large bank to consider.

Providing a loan on a subsidized project reduces the bank's exposure because the lender may be in for only 60% since there is other financing through tax credits. This public/private partnership is one way to meet demand for housing affordable to low-income households while also building communities. The involvement of public funds adds design and construction requirements that require decisions favoring long-term performance (e.g. durable materials, energy efficient designs, etc.) that improve the project's return on the investment.

For the home buyer, access to credit is no longer a problem. The problem is finding a house that is affordable.

#### ***5. Why did developers or recent apartments decide to develop housing in Springfield?***

##### *5<sup>th</sup> Street Townhouse Apartments*

Michael O'Connell, Sr. of O'Connell & Associates LLC stated that his development team interviewed all the property managers within five miles of the site on 5<sup>th</sup> Street and found that all the apartments were full and had waiting lists. This high demand paired with low interest rates and moderate construction costs motivated them to develop the property. The project was one that could be built quickly and go directly to rent. A few years ago, when they started the project, rents of more than \$900 were viewed as expensive, but now they are competitive. He is charging \$975 a month for a two-bedroom apartment with 1 ½ baths at 875 square feet. They are now progressing with a second phase of the project which will include a broader mix of housing as well as some amenities.

### *Jim's Landing*

Having grown up in Eugene, Gabriel Hamel has a commitment to the Eugene-Springfield area. He sees the trajectory of downtown Springfield as similar to the Whitaker neighborhood in Eugene. He enjoys taking poorly managed properties with deferred maintenance and renovating them to create a return on his investment while also improving the neighborhood. In the case of Jim's Landing, he was attracted to the building and saw a lack of housing downtown. With financing from Gallic and Johnson, he and his partner were able to pencil out a viable project that includes 10 one-bedroom apartments, two studios, and 1 two-bedroom apartment as well as a commercial space. He anticipates setting the rents for the one-bedroom apartments around \$795 a month.

### **6. What would incentivize building?**

The most common request from developers (for-profit and non-profit) to make projects financially viable was to reduce or waive system development charges. However, what economic incentive works best for the owners or investors depends on the situation and the type of project. In some cases, a tax deferral could enable lower rents over the long term. Another mutually beneficial approach could be providing capital at a lower interest rate than available through conventional financing in exchange for below-market rents for some of the units. It all comes down to what makes the numbers work for a particular project.

## **IDENTIFYING DESIRED OUTCOMES FOR AN AFFORDABLE HOUSING STRATEGY**

Given the magnitude of the affordable housing problem, it is unrealistic for the City alone to solve the problem. But, by identifying an area or areas of focus, the City can be strategic in investing its resources. Potential outcomes that were described at the previous work session included:

- Assist a particular population such as seniors or families with children
- Expand transitional/emergency shelter options
- Establish policy to require/encourage support of income-qualified units
- Increase the number of new rental units (both market rate and income-qualified)
- Create additional opportunities for home-ownership for low-income households
- Increase the supply of small footprint houses
- Encourage medium and high density housing types
- Support the rehabilitation/preservation of existing housing stock
- Build relationships and mobilize community leaders

One approach in addressing affordable housing is by determining what is affordable at various income levels and then identifying ways to address the housing needs of that population. To focus the discussion, staff limited the list of potential objectives to those already mentioned by Council or that staff believes would be effective within the Springfield context.

**0 – 30% Area Median Income (AMI)<sup>2</sup>**

<i>Number of households</i>	<i>Annual household income</i>	<i>Affordable monthly housing costs</i>	<i>Potential Objectives</i>
Owners: 635  Renters: 1805	\$0 - \$16,000	\$0 – \$400	<ul style="list-style-type: none"> <li>• Expand shelter/transitional housing opportunities for those without shelter or housing</li> <li>• Increase the supply of income-qualified rental units</li> <li>• Rehabilitate existing housing stock</li> </ul>

Households in this lowest-income group are unlikely to rent or own their own home without being cost burdened (paying more than 30% of gross income on rent and utilities or a mortgage, taxes, insurance and utilities), and are either homeless or at risk of becoming homeless. Individuals at this income level are likely to be unemployed or living on a fixed income, receiving benefits such as Social Security or disability. Many of these people may have special needs and lack the stability, skills, support, or services to enable them to become employed. Based on United Way’s analysis, this income group earns less than the survival budget needed for Lane County.

***Potential Objectives***

- Expand shelter opportunities for persons unhoused
  - Expand City’s emergency car camping program
  - Support creation of a permanent shelter/transitional housing in Springfield, e.g. explore mini-homes pilot project

Some Springfield churches participate in the Interfaith Night Shelter which allows for ten families to sleep in a different church for a week at a time throughout the school year. Saint Vincent de Paul operates the City’s emergency car camping program which allows people to live in a vehicle in a designated church parking lot or industrial site, and be served with toilets and trash service. Other than the Interfaith shelter or doubling up with friends or family, there is no legal place for someone to sleep or live in Springfield if he or she is homeless and doesn’t have a vehicle.

- Increase the supply of income-qualified rental units
  - Increase support for the construction of new, subsidized apartment complexes
  - Increase support for acquisition of buildings for conversion to subsidized housing

The supply of income-qualified rental units does not meet the demand. Wait lists for income-qualified housing in Springfield can be in the hundreds (such as the Royal Building). Housing for this population requires collaboration of public and non-profit entities, deep subsidies, and often multiple funding sources to be affordable. Additionally, some of these households require on-site supportive services which demand additional resources.

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<sup>2</sup> For a three-person household

- Rehabilitate existing housing stock
  - Continue operating the City’s Home Repair Program

This program provides small grants to pay for needed repairs and accessibility improvements for homeowners.

**30 – 60% Area Median Income (AMI)<sup>3</sup>**

<i>Number of households</i>	<i>Annual household income</i>	<i>Affordable monthly housing costs</i>	<i>Potential Objectives</i>
Owners: 1135  Renters: 2020	\$16,000 – \$32,000	\$400 – \$800	<ul style="list-style-type: none"> <li>• Increase the supply of:               <ul style="list-style-type: none"> <li>○ Income-qualified rental units</li> <li>○ Market-rate rental units</li> <li>○ Housing for homeownership</li> </ul> </li> <li>• Provide homeownership assistance</li> <li>• Rehabilitate existing housing stock</li> </ul>

These households are likely to be retired or employed, but may still qualify for public assistance and may require subsidized housing to limit their housing costs to 30% of their incomes. Single parent families are likely to fall into this category: the median single male parent income is \$21,964 and median single female parent income is \$20,438. A single person working full time for \$9.15 an hour (\$19,032 per year) can only afford \$475 per month for housing and could not afford a typical small one bedroom apartment that costs around \$530. To afford a one bedroom rental, a household would need an annual income of \$21,200.

***Potential Objectives***

- Increase the supply of income-qualified rental units
  - Increase support for the development of new apartment complexes
  - Increase support for acquisition of buildings for conversion to housing
  - Support a new Manufactured Home Park

The majority of public subsidies for construction of affordable rental housing are focused on serving people in this income level. However, the current supply in Springfield is not able to meet the current demand.

- Increase the supply of market-rate rental units
  - Encourage alternative housing types, e.g. single-room occupancy (SROs), accessory dwelling units (ADUs), boarding houses

The wait lists for Section 8 rental assistance vouchers are either so long that it takes years to be offered a voucher, or are closed. Additional market-rate rental units at a low price point would help to alleviate the housing burden for households who don’t receive rental assistance.

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<sup>3</sup> For a three-person household

- Increase the supply of small homes for homeownership
  - Support a new Manufactured Home Park
  - Encourage construction of small homes, e.g. mini homes, cottage clusters, condominiums

While even small homes or manufactured homes in parks are not likely to be affordable to this income group, homeownership assistance may help them become affordable.

- Provide homeownership assistance
  - Support sweat equity programs such as Habitat for Humanity
  - Continue the City’s SHOP program for down payment assistance
  - Encourage alternative financing models, e.g. land trust model, limited equity cooperatives, shared appreciation mortgages

In order to increase homeownership for households at this income level, some type of subsidy or assistance is required. Though the City’s down payment assistance program has typically not been used by this population, there is the opportunity to do so if more affordable homes were available. Alternative models of homeownership could provide an opportunity for more households to become homeowners.

- Rehabilitate existing housing stock
  - Continue operating the City’s Home Repair Program

This program provides small grants to pay for needed repairs and accessibility improvements for homeowners.

#### 60 – 80% Area Median Income (AMI)<sup>4</sup>

<i>Number of households</i>	<i>Annual household income</i>	<i>Affordable monthly housing costs</i>	<i>Potential Objectives</i>
Owners: 1820 Renters: 2540	\$32,000 – \$42,000	\$800 – \$1050	<ul style="list-style-type: none"> <li>• Increase the supply of:               <ul style="list-style-type: none"> <li>○ Market-rate rental units</li> <li>○ Housing for homeownership</li> </ul> </li> <li>• Provide homeownership assistance</li> <li>• Rehabilitate existing housing stock</li> </ul>

Examples of incomes in this range include those of full-time cashiers and pre-school teachers. Households in this category could afford a typical two or three bedroom apartment in Springfield without experiencing cost burden, and may be able to save money and potentially afford to own a home in the future. These households would have difficulty affording a new home in Springfield, but may be able to find a more affordable older unit. Very few single family homes are available for households earning \$32,000 annually, as the maximum mortgage these families could afford without a down payment would be around \$100,000<sup>5</sup>. Households earning \$42,000

<sup>4</sup> For a three-person household

<sup>5</sup> Calculated using Zillow’s mortgage calculator with 0% down and 3.875%

could afford a mortgage of about \$135,000 without a down payment, enough to purchase one of the small (under 1000 square feet), older homes on the market that may need repair.

### ***Potential Objectives***

- Increase the supply of market-rate rental units
  - Encourage a new Manufactured Home Park
  - Encourage alternative models, e.g. SROs, ADUs, cottage cluster, boarding houses
  - Encourage new market-rate rental units

The private market typically does not provide much new rental housing affordable for households at this income level, nor are there as many subsidies available for the development of housing affordable to this population. Instead, these households live in older housing stock that may at one time have been higher-end but now has “filtered” down to become more affordable. Competition for rentals is high given the very low vacancy rate. In tandem with increasing the supply of higher-end market-rate rental units to free up older rental units, encouraging new modest, affordable rental units could help ease the housing burden for this population.

- Increase the supply of housing for homeownership
  - Encourage a new Manufactured Home Park
  - Encourage construction of small homes, e.g. mini homes, cluster subdivision, condominiums

Small housing types like condominiums, mini-homes, manufactured homes in parks, and cluster subdivisions would help to increase affordable market-rate homeownership options as well as make more efficient use of our land supply.

- Provide homeownership assistance
  - Continue the City’s SHOP program for downpayment assistance
  - Encourage alternative financing models (e.g. land trust model, limited equity cooperatives, shared appreciation mortgages)

The SHOP program provides downpayment assistance for first-time homebuyers in the form of a zero-interest deferred loan. To qualify, per federal requirements the sale price of a home can be no more than \$218,000. Alternative development financing models could also be a way to create more affordable options for homeownership.

- Rehabilitate existing housing stock
  - Expand the City’s Home Repair Program to include this population

This program provides small grants to pay for needed repairs and accessibility improvements for homeowners making up to 60% of the area median income (AMI). The program could be expanded to serve this income-level.

### 80 – 100% Area Median Income (AMI)<sup>6</sup>

<i>Number of households</i>	<i>Annual household income</i>	<i>Affordable monthly housing costs</i>	<i>Potential Objectives</i>
Owners: 1260 Renters: 1325	\$42,000 – \$53,000	\$1,050 – \$1,300	<ul style="list-style-type: none"> <li>• Increase the supply of:               <ul style="list-style-type: none"> <li>○ Market-rate rental units</li> <li>○ Housing for homeownership</li> </ul> </li> </ul>

Examples of incomes in this range include those of welders or carpenters. Households in the 80-100% Area Median Income group could rent a three bedroom apartment or could look into purchasing a small home. Although these households would have difficulty affording some of the newer homes in Springfield, older, smaller units are an affordable option. A household making \$42,000 may be able to afford a \$155,000 house with a 10% down payment. A two- or three-bedroom home from 800 to 1,100 square feet at today’s market prices in Springfield may be affordable for these households. With a 10% down payment, a household making \$53,000 annually could afford a home of \$200,000 for which one could buy a three-bedroom, two-bath home of 1200 to 1500 square feet in Springfield.

#### *Potential Objectives*

- Increase the supply of market-rate rental units  
In order to free up older rental units for lower-income households, it is important to increase the overall supply of market-rate rental units, particularly at the higher-end.
- Increase the supply of housing for homeownership
  - Encourage a new Manufactured Home Park (MHP)
  - Encourage construction of small homes, e.g. cluster subdivision, condominiums

Smaller-format housing types like condominiums, Manufactured Home Parks, and cluster subdivisions would help to increase affordable market-rate homeownership options for those who have been able to save for a significant down-payment.

### 100%+ Area Median Income (AMI)<sup>7</sup>

<i>Number of households</i>	<i>Annual household income</i>	<i>Affordable monthly housing costs</i>	<i>Potential Objectives</i>
Owners: 7740 Renters: 3345	\$53,000+	\$1,300+	<ul style="list-style-type: none"> <li>• Increase the supply of:               <ul style="list-style-type: none"> <li>○ Market-rate rental units</li> <li>○ Housing for homeownership</li> </ul> </li> </ul>

Examples of incomes in this range include those of teachers, police officers, and nurses. The majority of households in Springfield (about 53%) make more than the Area Median Income. This population is more likely to own their own home, and can more easily afford the new homes

<sup>6</sup> For a three-person household

<sup>7</sup> For a three-person household

being built in Springfield. Based on current market listings, a household would need to earn at least \$65,000 to afford a new 1800 square foot home with a 10% down payment.

### ***Potential Objectives***

- Increase the supply of market-rate rental units

“Because they are more profitable, the majority of new market-rate apartments, condos and single-family houses are built to appeal to households with higher incomes.”<sup>8</sup> Given the dearth of new market-rate apartments built in Springfield over the past decade, older rental units have not been freed up for lower-income households.

- Increase the supply of units for homeownership

Most of the housing built in Springfield over the past decade has been single-family detached homes. Increasing the supply of new homes frees up some of the older homes for lower-income households.

## **TOOLS FOR AFFORDABLE HOUSING**

There are many tools available to use to meet a particular affordable housing objective. Once Council decides on its objectives and the outcomes desired, staff can put together a draft affordable housing strategy using the tools that would be most appropriate to achieving the desired outcomes. The following list shows that there are a variety of tools available.

### ***Potential sources of revenue***

- Community Development Block Grant funds allocated toward affordable housing
- Bond measure to fund affordable housing
- Construction excise tax (assessed at the time of issuance of a building permit)
- Room tax, a portion directed toward a Housing Investment Fund
- Grants (government or non-profit)
- Private donations (land and/or money)
- Urban Renewal District funds

### ***Financial incentives***

- Property tax exemptions/frees:
  - Low-income housing
  - Non-profit/charitable property owners
  - Multi-unit housing
  - Vertical housing tax credits
- System development charges waivers or reductions
- Infrastructure investments
- Acquisition/development subsidies/loans

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<sup>8</sup> “Opportunities and Challenges for Equitable Housing,” METRO, January 2016

### ***Landbanking***

- Surplus land (city and public partners) dedicated to affordable housing
- Purchase/trade of land for affordable housing

### ***Regulatory - Zoning***

- Change zoning and/or the plan designation of the property to allow for the type of development desired.
- Resolve plan/zone conflicts ensuring that land planned for residential development is zoned appropriately.
- Apply the small-lot residential zone to appropriate areas to allow for denser development.

### ***Regulatory – Development Code***

- Density bonuses to provide below-market or service-enhanced housing
- Allowing a greater variety of housing types (e.g. boarding houses, SROS, accessory dwelling units, mini-homes, cottage clusters, cluster subdivisions)
- Removing regulatory constraints (e.g. parking, lot coverage, solar access)
- Inclusionary zoning (for households earning at least 80% AMI)
- Create/expand options for emergency shelter and transitional housing (e.g. mini-homes)

### ***Regulatory – Tenant Protections***

- 90-day notice for evictions
- 90-day notice for rent increases

### ***Education/Advocacy***

- Inform property owners about development potential of property (ADUs etc.)
- Educate renters and property owners about fair housing, tenant rights, and reducing risk to landlords.
- Establish a housing planner
  - Assist qualified projects through the development process
  - Actively look for potential sites for affordable housing
- Mobilize community resources
- Advocate at local/state/federal level

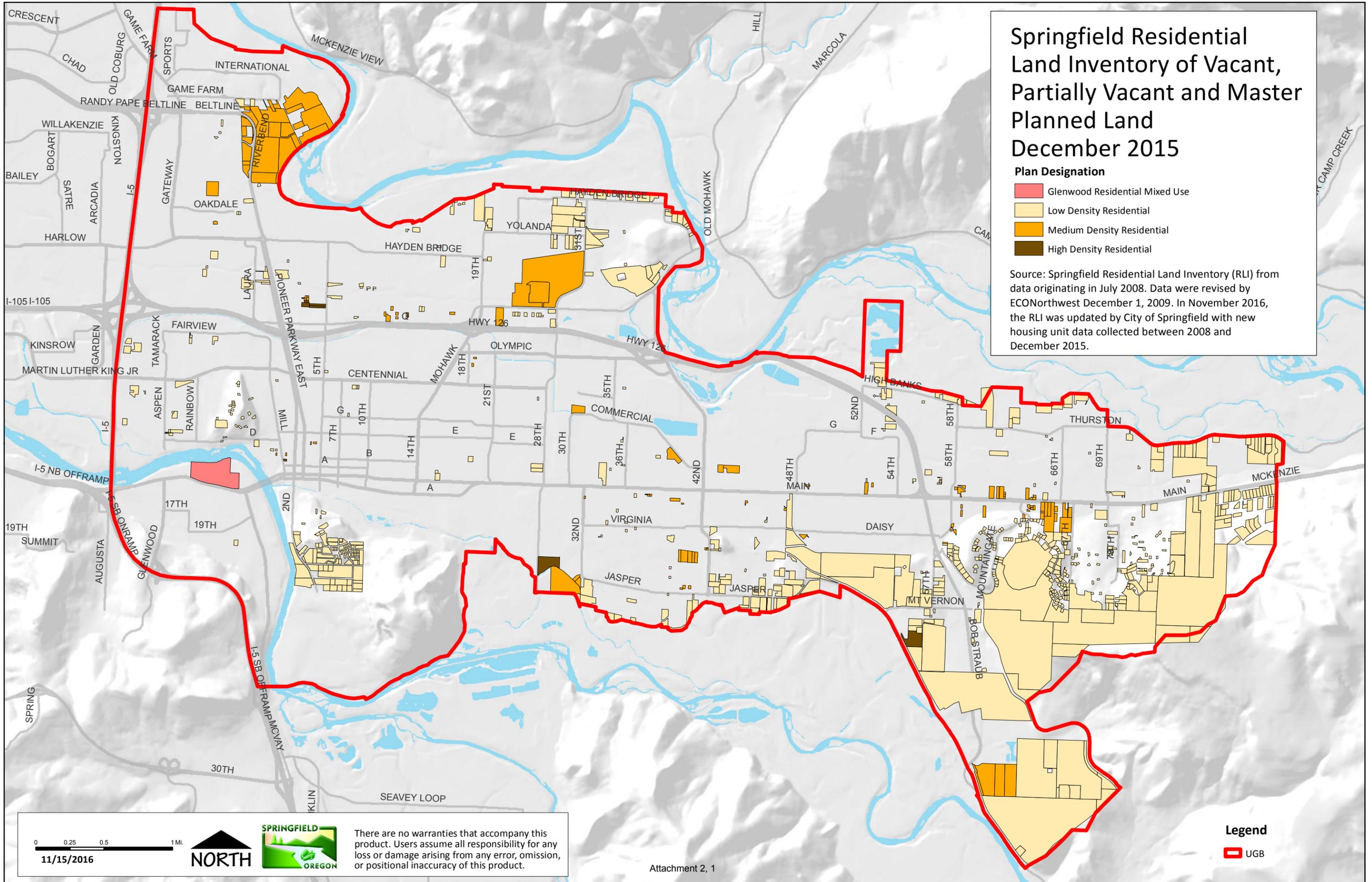
### ***Partnerships***

- Utilize the work/resources of the Poverty and Homelessness Board
- Utilize the work/resources of the Housing Policy Board
- Team Springfield
- Others (developers, hospitals, public safety, Chamber of Commerce)

# Springfield Residential Land Inventory of Vacant, Partially Vacant and Master Planned Land December 2015

- Plan Designation**
- Glenwood Residential Mixed Use
  - Low Density Residential
  - Medium Density Residential
  - High Density Residential

Source: Springfield Residential Land Inventory (RLI) from data originating in July 2008. Data were revised by ECONorthwest December 1, 2009. In November 2016, the RLI was updated by City of Springfield with new housing unit data collected between 2008 and December 2015.



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