City Council Agenda

City Manager:
Gino Grimaldi
City Recorder:
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City Hall
225 Fifth Street
Springfield, Oregon 97477
541.726.3700
Online at www.springfield-or.gov

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
Bob Brew, Ward 6

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. 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.

May 6, 2013

5:30 p.m. Executive Session
Pursuant to ORS 192.502(1) and ORS 192.660(2) (i)
Jesse Maine Room

CALL TO ORDER

ROLL CALL - Mayor Lundberg ___, Councilors VanGordon___, Wylie___, Moore____, Ralston___, Woodrow ___, and Brew___.

1. 2012 Annual City Manager Evaluation.
   [Greta Utecht] (30 Minutes)

ADJOURNMENT

6:00 p.m. Work Session
Jesse Maine Room

CALL TO ORDER

ROLL CALL - Mayor Lundberg ___, Councilors VanGordon___, Wylie___, Moore____, Ralston___, Woodrow ___, and Brew___.

1. Springfield Transportation Systems Plan Update – Updated Draft Policies Review – P41014.
   [David Reesor] (40 Minutes)

2. Springfield 2030 Refinement Plan (SRP) Urbanization Element (Metro Plan Amendment File No. LRP 2009-00014).
   [Linda Pauly] (20 Minutes)

ADJOURNMENT

7:00 p.m. Regular Meeting
Council Meeting Room

CALL TO ORDER

ROLL CALL - Mayor Lundberg ___, Councilors VanGordon___, Wylie___, Moore____, Ralston___, Woodrow ___, and Brew___.

PLEDGE OF ALLEGIANCE

SPRINGFIELD UPBEAT

1. Earth Day Poster Winners.
   [Mayor Lundberg/Rachael Chilton] (05 Minutes)

CONSENT CALENDAR

1. Claims

2. Minutes

   a. April 15, 2013 – Work Session
   b. April 15, 2013 – Regular Meeting
   c. April 22, 2013 – Work Session

3. Resolutions

4. Ordinances

5. Other Routine Matters

   a. Authorize the Finance Director to Approve City Provided Financing for a Sewer Extension to Three Privately Owned Homes Located on the 900 block of Q Street and Within the City limits.

MOTION: APPROVE/REJECT THE CONSENT CALENDAR

ITEMS REMOVED FROM THE CONSENT CALENDAR

PUBLIC HEARINGS - **Please limit comments to 3 minutes. Request to speak cards are available at both entrances. Please present cards to City Recorder. Speakers may not yield their time to others.**

1. Liquor License Endorsements for the Renewal Period of 2013-2014.
   [Sophia Seban] (10 Minutes)

   MOTION: 1. GRANT; 2. NO RECOMMENDATIONS; 3. DO NOT GRANT UNLESS (APPLICANT DEMONSTRATES COMMITMENT TO OVERCOME LISTED CONCERNS); OR 4. DENY THE LIQUOR LICENSE ENDORSEMENTS FOR THE RENEWAL PERIOD OF 2013-2014.

2. Proposed Resolution Setting Local and Regional Wastewater and Stormwater User Fees.
   [Katherine Bishop] (10 Minutes)

   RESOLUTION NO. 1 – A RESOLUTION OF THE CITY OF SPRINGFIELD COMMON COUNCIL SETTING LOCAL AND REGIONAL SEWER USER FEES AND LOCAL STORMWATER USER FEES AS SET FORTH IN THE SPRINGFIELD MUNICIPAL CODE.

   MOTION: ADOPT/NOT ADOPT RESOLUTION NO. 1.

3. Fiscal Year 2013-2014 One Year Action Plan of the Eugene-Springfield Consolidated Plan for Housing and Community Development (City of Springfield Section).
   [Kevin Ko] (10 Minutes)

   MOTION: ADOPT/MODIFY/NOT ADOPT THE SPRINGFIELD SECTION OF THE FY2013-2014 ONE-YEAR ACTION PLAN.

4. Annexation of Territory to the City of Springfield – Annex a Partially Developed 1.3 Acre Parcel Located at 3005 & 3007 Franklin Boulevard in Glenwood.
   [Andy Limbird] (15 Minutes)

   ORDINANCE NO. 1 – AN ORDINANCE APPROVING THE ANNEXATION OF CERTAIN TERRITORY TO THE CITY OF SPRINGFIELD, AND WILLAMALANE PARK AND RECREATION DISTRICT; AND WITHDRAWING THE SAME TERRITORY FROM THE GLENWOOD WATER DISTRICT (FIRST READING).

   NO ACTION REQUESTED. FIRST READING ONLY.

BUSINESS FROM THE AUDIENCE - **Limited to 20 minutes. Please limit comments to 3 minutes. Request to Speak cards are available at both entrances. Please present cards to City Recorder. Speakers may not yield their time to others.**

COUNCIL RESPONSE

CORRESPONDENCE AND PETITIONS

BIDS

ORDINANCES

BUSINESS FROM THE CITY COUNCIL

1. Committee Appointments

2. Business from Council

   a. Committee Reports

   b. Other Business

BUSINESS FROM THE CITY MANAGER

1. Ratification of the Metropolitan Wastewater Management Commission (MWMC) FY 2013-14 Regional Wastewater Program Budget and Capital Improvement Program (CIP).
   [Katherine Bishop] (10 Minutes)

   MOTION: ADOPT A MOTION RATIFYING THE FY 13-14 REGIONAL WASTEWATER PROGRAM BUDGET AND CAPITAL IMPROVEMENT PROGRAM (CIP).

2. Other Business

BUSINESS FROM THE CITY ATTORNEY

ADJOURNMENT

AGENDA ITEM SUMMARY		
	Meeting Date:	5/6/2013
	Meeting Type:	Work Session
	Staff Contact/Dept.:	David Reesor
	Staff Phone No:	726-4585
	Estimated Time:	40 minutes
S P R I N G F I E L D C I T Y C O U N C I L	**Council Goals:**	Maintain and Improve Infrastructure and Facilities

ITEM TITLE:	SPRINGFIELD TRANSPORTATION SYSTEM PLAN UPDATE – UPDATED DRAFT POLICIES REVIEW – P41014
ACTION REQUESTED:	Provide input to Staff on revisions to the draft policies and action items.
ISSUE STATEMENT:	The Transportation System Plan (TSP) update will address long-range (20-year) transportation needs for the City of Springfield in part by implementing goals, policies and action items. As such, the focus of this work session will be on the most recent updated version of these goals, policies and action items. This updated version addresses comments and suggested edits received to-date. Of specific focus are the newly updated transit policies and multimodal level of service policies.
ATTACHMENTS:	1. Draft TSP Goals, Policies and Action Items in "track changes" 2. Outline of process for updating TSP goals, policies & action items 3. Project Schedule
DISCUSSION/ FINANCIAL IMPACT:	The Transportation System Plan (TSP) update is intended to serve as a blueprint to guide future multi-modal transportation system improvements and investment decisions for the City of Springfield. Goals, policies and action items help provide guidance to decisions made in the Plan. The draft goals, policies and action items in the draft TSP update have gone through an extensive planning process, resulting in the attached edited document (Attachment 1). Existing goals, objectives and policies found in *TransPlan* were used as a basis to begin the update. Staff also used Council and Planning Commission input from previous work sessions, as well as input from the Stakeholder Advisory Committee, Technical Advisory Committee, Project Core Team and the public to develop draft goals, policies and action items. As shown in the attached process outline (Attachment 2), several revisions of the draft goals, policies and action items have taken place over time. All input received to-date was considered in developing the attached draft. Of specific focus for this work session are the newly updated transit policies and multimodal level of service policies. A brief explanation of where each proposed edit and/or addition came from and the potential impact of these edits and/or additions are included in Attachment 1. Staff will review highlights of the attached documents, and seek Council input and potential revisions to the draft policies and action items. The goal of this work session is to finalize the draft goals, policies and action items prior to the final review of the draft Plan later this calendar year. Attachment 3 includes an updated project schedule for reference.

Draft TSP Goals & Policies

Springfield's Transportation System Vision

Create and maintain a safe, efficient and cost-effective multi-modal transportation system

TSP Goals & Policies

- **Goal 1: Community Development:**

  Provide an efficient, sustainable, diverse and environmentally sound transportation system that supports and enhances Springfield's economy and land use patterns.

  - *Policy 1.1:* Manage Springfield's street, bike, pedestrian, rail and transit system to facilitate economic growth of existing and future businesses in Springfield.

    - Action: When evaluating needed roadway improvements, consider the economic viability of existing commercial and industrial areas. ***(COMMENT:** This action was added based on public input. This addition was reviewed and tentatively agreed upon by the Project Core Team; Planning Commission during the 5/1/12 work session, and; Council during the 11/13/12 work session.* ***POTENTIAL IMPACT OF EDIT:** This action item provides additional support for economic considerations).*

  - *Policy 1.2:* Consider environmental impacts of the overall transportation system and strive to mitigate negative effects and enhance positive features.

    - Action: Strive to reduce vehicle-related greenhouse gas emissions and congestion through more sustainable street, bike, pedestrian, transit and rail network design, location and management. ***(COMMENT:** This edit was added based on Project Core Team input. It was reviewed and tentatively agreed upon by: Planning Commission during the 5/1/12 work session and Council during the 11/13/12 work session.* ***POTENTIAL IMPACT OF EDIT:** This edit provides a better clarification of nexus between congestion and greenhouse gas emissions).*

    - *Action:* Coordinate ~~street~~ the transportation network with new alternative energy Infrastructure such as electric vehicle charging stations, natural gas and hydrogen cell fueling stations. ~~.~~ ***(COMMENT:** These edits were added based on Core Team input. It was reviewed and tentatively agreed upon by: Planning Commission during the 5/1/12 work session and Council during the 11/13/12 work session.* ***POTENTIAL IMPACT OF EDIT:** These edits note the importance of coordinating the entire transportation network*

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rather than just "streets" and provides additional examples of alternative energy infrastructure).

- *Policy 1.3:* Provide a multi-modal transportation system that support mixed use areas, major employment centers, recreation, commercial, residential and public developments, to reduce reliance on single-occupancy vehicles.
- *Policy 1.4:* Strive to increase the percentage of bicycle and pedestrian system users by planning, designing and managing systems to support the needs of diverse populations and types of users, including meeting Americans with Disabilities Act (ADA) needs. ***(COMMENT: This edit was added based on Planning Commission input at the 5/1/12 work session. It was reviewed and tentatively agreed upon by Council during the 11/13/12 work session. POTENTIAL IMPACT OF EDIT: This edit clarifies and emphasizes the importance of meeting ADA needs).***
  - *Action:* Create a network of bicycle and pedestrian routes and way-finding signage that guides users to destination points.

- **Goal 2: System Management:**

  Preserve, maintain and enhance Springfield's transportation system through safe, efficient and cost-effective transportation system operations and maintenance techniques for all modes.

  - *Policy 2.1:* Manage the roadway system to preserve safety, longevity and operational efficiency
    - *Action:* Evaluate, update and implement access management regulations to roadways for new or modified access to the roadway system.
    - *Action:* Monitor and adjust signal timing along key corridors as needed to improve traffic flow and safety ~~and reduce congestion~~. ***(COMMENT: This edit was based on Project Core Team input. It was reviewed and tentatively agreed upon by Planning Commission during the 5/1/12 work session and Council during the 11/13/12 work session. POTENTIAL IMPACT OF EDIT: Clarifies action item, as "reduce congestion" is somewhat redundant with "traffic flow").***
    - *Action*: Evaluate and adjust traffic control systems to optimize bicycle travel along strategic bicycle routes.
    - ~~*Action:* Use motor vehicle level of service standards to evaluate acceptable and reliable performance on the roadway system.~~ ***(COMMENT: This edit was based on Project Core Team input. It was reviewed and tentatively agreed upon by Planning Commission during the 5/1/12 work session and Council during the 11/13/12 work session. POTENTIAL IMPACT OF EDIT: The deleted action item was a placeholder for a more expanded Level of Service (LOS) policy. The expanded version of this is listed as Policy 2.8 below. The impact of that expanded policy is also listed below.)***

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- *Action:* Coordinate with ~~LTD~~ Lane Transit District and Oregon Department of Transportation to provide auto, pedestrian and bicycle connections to the transit network. ***(COMMENT:** This edit was based on Project Core Team input. It was reviewed and tentatively agreed upon by Planning Commission during the 5/1/12 work session and Council during the 11/13/12 work session.* ***POTENTIAL IMPACT OF ADDITION/ EDIT:** Clarifies acronym and adds "ODOT" to coordination efforts.)*

- *Policy 2.2:* Manage traffic operation systems for efficient freight/goods movement along designated freight, truck and rail routes in Springfield.
  - *Action:* Adjust traffic control systems to discourage through truck traffic ~~through sensitive residential areas~~on residential streets.[1] ***(COMMENT:** Removing the word "sensitive" was based on Project Core Team input. Adding clarification / definition to "residential streets" was based on Planning Commission and Council feedback. It was reviewed and tentatively agreed upon by Planning Commission during the 5/1/12 work session and Council during the 11/13/12 work session.* ***POTENTIAL IMPACT OF EDIT:** Clarifies action item, as "sensitive" is very subjective, and "residential streets" is now defined in footnote).*
  - *Action:* Coordinate with rail provider to improve at-grade rail crossing treatments to improve traffic flow and manage conflict points; create grade separated rail crossings when possible

- *Policy 2.3:* Expand existing TDM programs related to carpooling, alternate work schedules, walking, bicycling and transit use in order to reduce peak hour congestion and reliance on single-occupancy vehicles.
  - Action: Coordinate with adopted strategies in the Regional Transportation Options Plan (RTOP) to increase opportunities for transportation options in Springfield. ***(COMMENT:** This edit was based on Lane Transit District input after the 11/13/12 Council work session. This is a new addition since the last draft and should specifically be reviewed and commented on by Council during this 4/22/13 work session.* ***POTENTIAL IMPACT OF EDIT:** The RTOP has been an ongoing regional planning effort by the Metropolitan Planning Organization (MPO) partner agencies. The addition of this action item will help with regional coordination between MPO partner agencies and assist in implementing RTOP strategies. The RTOP has not yet been adopted, and is still in draft format. City of Springfield MPO representatives will have an opportunity to provide direct input on the RTOP draft and participate in the future adoption of that Plan).*

- *Policy 2.4:* Maintain and preserve safe and efficient bike and pedestrian system in Springfield.

[1] "Residential Streets" are commonly defined as those with a street classification of "Local" passing through a residentially zoned area. ***(COMMENT:** See comment above (Action #1 under Policy 2.2)*

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- Action: Coordinate with Willamalane to maintain and preserve the off-street path system.
- *Action:* Prioritize lighting in strategic areas with high pedestrian and bicycle traffic.

o *Policy 2.5:* Coordinate with LTD to increase the transit system's accessibility and convenience for all users, including the transportation disadvantaged population.

- *Action:* When possible, manage traffic control systems to reduce travel time for transit and other High Occupancy Vehicles (HOVs) along key corridors.
- *Action:* Monitor and adjust bus stop locations as needed to support surrounding land uses and provide more efficient and safe service.
- *Action:* Coordinate with LTD to reflect LTD's long range plans into Springfield's transportation system.

o *Policy 2.6:* Manage the on-street parking system to preserve adequate capacity and turnover for surrounding land uses.~~, while also assuring major activity centers meet their parking demand through a combination of shared, leased, and new off-street parking facilities and TDM programs.~~ ***(COMMENT:** This edit was based on Project Core Team input. The Core Team had suggested separating out the "on street parking" policy and "off street parking" policy into two separate policies. It was reviewed and tentatively agreed upon by Planning Commission during the 5/1/12 work session and Council during the 11/13/12 work session.* ***POTENTIAL IMPACT OF EDIT:** separating the two components helps distinguish differences between on-street parking and off-street parking.*

- *Action:* Implement Springfield's adopted July 2010 Downtown Parking Management Plan.
- ~~*Action:* Develop a maximum parking requirement based on land uses. The purpose of this action is to avoid the unnecessary use of lands for off-street parking for new developments.~~ ***(COMMENT:** This edit was based on Project Core Team and specific Council input. This action item was deleted from this revised "on-street" policy, reworded, and placed beneath Policy 2.7 below. This edit was reviewed and tentatively agreed upon by Planning Commission during the 5/1/12 work session and Council during the 11/13/12 work session. During the 11/13/12 Council work session, Council also requested staff to relook at this action item, and to try not to limit parking options. Council requested that the revised language allow some flexibility.* ***POTENTIAL IMPACT OF EDIT:** The proposed rewording and partial deleting of some text from this action item allows for more parking flexibility (deleted the phrase "maximum parking requirement") while still preserving the desire to update parking requirements and refine based off of land uses).*

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- Policy 2.7: Manage the off-street parking system to assure major activity centers meet their parking demand through a combination of shared, leased, and new off-street parking facilities and TDM programs. **(COMMENT:** ***Similar to the comment above, this edit was part of separating the "on-street" policy and the "off-street" policy. This edit was based on Project Core Team and specific Council input. This edit was reviewed and tentatively agreed upon by Planning Commission during the 5/1/12 work session and Council during the 11/13/12 work session.*** **POTENTIAL IMPACT OF EDIT:** ***Separating the two components helps distinguish differences between on-street parking and off-street parking).***

- *Action:* Modify parking requirements to assure that they are appropriate for land uses. The purpose of this action is to reduce parking requirements to utilize land for economic development. **(COMMENT:** ***Similar to the comment above under Action #2, Policy 2.6, this edit was part of separating the "on-street" policy and the "off-street" policy set. This edit was based on Project Core Team and specific Council input. This edit was reviewed and tentatively agreed upon by Planning Commission during the 5/1/12 work session and Council during the 11/13/12 work session.*** **POTENTIAL IMPACT OF EDIT:** ***Separating the two components helps distinguish differences between on-street parking and off-street parking).***

- *Policy 2.7:* Maximize the use and utility of existing infrastructure through efficient management of traffic control devises.

- Policy 2.8: Use motor vehicle level of service (LOS) standards to evaluate for acceptable and reliable performance on the roadway system. These standards shall be used for:

  - Identifying capacity deficiencies on the roadway system.
  - Evaluating the impacts on roadways of amendments to transportation plans, acknowledged comprehensive plans and land-use regulations, pursuant to the TPR (OAR 660-12-0060).
  - Evaluating development applications for consistency with the land-use regulations of the applicable local government jurisdiction.

  Under peak hour traffic conditions, acceptable and reliable performance is defined as level of Service D.

  Performance standards from the Oregon Highway Plan shall be applied on state facilities in the Springfield metropolitan area.

  In some cases, the level of service on a facility may be or may become substandard. The local government jurisdiction may find that transportation system improvements to bring performance up to standard within the planning horizon may not be feasible, and safety will not be compromised, and broader community goals would be better served by allowing a substandard level of service. The limitation on the feasibility of a transportation system improvement may arise from severe constraints

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including but not limited to environmental conditions, lack of public agency financial resources, or land use constraint factors. It is not the intent of this policy to require deferral of development in such cases. The intent is to defer motor vehicle capacity increasing transportation system improvements until existing constraints can be overcome or develop an alternative mix of strategies (such as: land use measures, TDM, short-term safety improvements, private financing) to address the problem. ***(COMMENT:** This policy addition is related to the multi-modal policy listed below in Policy 2.9. This policy (2.8) is almost verbatim from TransPlan TSI Roadway Policy #2, regarding Level of Service (LOS). There are a few minor edits in this from TransPlan TSI Roadway Policy #2 related to the Eugene portion of the policy. This edit was based on Project Core Team input. Staff have worked on several iterations of this and policy 2.9 below with the Core Team between the 11/13/12 work session this current 4/22/13 work session. This is a new addition since the last draft and should specifically be reviewed and commented on by Council during this 4/22/13 work session. POTENTIAL IMPACT OF EDIT: The specific vehicular LOS policy is important to carry over from TransPlan until Policy 2.9 (below) and its supporting action items can be implemented).*

- Policy 2.9: The City of Springfield values a safe and efficient travel experience for bicycle, pedestrian, transit, freight and auto travel. It is the intent of the City to balance the needs of these modes through creation of a multimodal LOS methodology for all modes and to facilitate and encourage intermodal connections where most appropriate. Multimodal LOS shall be generally defined as:

  - Transit – The transit LOS is based on a combination of the access, waiting , and ride experience, travel time, frequency, safety and reliability
  - Bicycle – The bicycle LOS is a combination of the bicyclists' experiences at intersections and on street segments in between the intersections. Safety is also a consideration.
  - Pedestrian - The pedestrian LOS is based on a combination of pedestrian experience on street segments & pedestrian connections, density of land use and other factors including efficiency, safety and pedestrian comfort level.
  - Auto– The auto LOS is based on a combination of travel time, delay, stops, safety and queues.
  - Freight – The freight LOS is based on a combination of travel time, delay, stops, safety and queues.
  - Intermodal – The intermodal LOS is based on an evaluation of the frequency and convenience of connections between different travel modes.

  - ***(COMMENT:** This policy addition is based off of extensive Project Core Team input. The previous policy set draft that went before Council on 11/13/12 had a placeholder for this policy to allow for additional time to create this current draft. This is a new addition*

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since the last draft and should specifically be reviewed and commented on by Council during this 4/22/13 work session. As noted in the draft policy, the intent of creating a multimodal LOS policy, and eventually a multimodal methodology is to balance the needs of all modes in the transportation system. LOS provides a way of measuring and evaluating the needs of the transportation system. Historically, vehicular LOS has been the only LOS standard measured in Springfield. POTENTIAL IMPACT OF EDIT: The multimodal LOS policy is important to consider balance the needs of transportation modes in addition to vehicular needs. Such ratings systems can be used to identify problems, establish performance indicators and targets, evaluate potential solutions, compare locations, and track trends between a variety of transportation modes. Eventual implementation of this policy and its supporting action items may create more flexibility for the City when exacting for projects, by allowing a variety of system improvements to occur rather than just focus on the vehicular system. This is especially useful in potentially congested, higher density, active areas such as Glenwood, downtown and Gateway).

- Action: Develop and adopt a multimodal LOS methodology based on stakeholder input and considerations for land use decisions. The pre-existing motor vehicle LOS standard adopted in *TransPlan* (Policy 2.8 in this Plan) will apply until the new standard is adopted and in areas where the evaluation of a multimodal LOS is not necessary. ***(COMMENT: This Action item is based off of extensive Project Core Team input. It is important to note that development of a multimodal LOS methodology will have extensive public input and Council review prior to adoption. This action item is a new addition since the last draft and should specifically be reviewed and commented on by Council during this 4/22/13 work session. POTENTIAL IMPACT OF EDIT: This Action item is written to provide implementation guidance to draft Policy 2.8 and 2.9. It provides a transition between the previous TransPlan LOS policy implementation (policy 2.8 in this Plan) and the eventual implementation of a new multimodal LOS methodology).***

- Action: Once developed, multimodal LOS methodology will apply to Gateway, Glenwood and Downtown and may apply to other specific geographic areas in the future subject to City Council review and approval. The intent of this action is to encourage diverse development types such as more mixed-use development and higher densities in these high-priority economic growth areas of Springfield and to provide a balanced approach of measuring LOS beyond that of just motor vehicles. ***(COMMENT: This action item is based off of extensive Project Core Team input. It clarifies the geographic extent and intent of the multimodal LOS methodology. This action item is a new addition since the last draft and should specifically be reviewed and commented on by Council during this 4/22/13 work session. POTENTIAL IMPACT OF EDIT: This action item is written to provide implementation***

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guidance to draft Policy 2.8 and 2.9. It will limit the initial extent of the new multimodal LOS methodology to three specific geographic areas in Springfield. These areas were identified by the Project Core Team as having the most potential benefit from implementing this multimodal LOS methodology).

- Action 3: Develop a process to allow for alternative means of meeting LOS standards as part of public project development, and the land use decision making process. ***(COMMENT: This action item is based off of extensive Project Core Team input. It allows potential flexibility through the land use decision making process beyond a future adopted multimodal LOS methodology. This action item is a new addition since the last draft and should specifically be reviewed and commented on by Council during this 4/22/13 work session. POTENTIAL IMPACT OF EDIT: This action item is written to provide greater flexibility of the new multimodal LOS methodology.***

- **Goal 3: System Design:**

  Enhance and expand Springfield's transportation system design to provide a complete range of transportation mode choices.

  - *Policy 3.1:* ~~Implement planned vehicular, pedestrian, bicycle and transit routes consistent with Springfield's Local~~Adopt and maintain a Conceptual Street Map. ***(COMMENT: This edit was based on Project Core Team and public input. It was reviewed and tentatively agreed upon by Planning Commission during the 5/1/12 work session and Council during the 11/13/12 work session. POTENTIAL IMPACT OF EDIT: Clarifies that the Conceptual Street Map will be adopted and maintained. This provides more clarity to the City, developers and others who use on the Conceptual Street Map).***

    - *Action:* Update and maintain ~~Springfield's Local~~the Conceptual Street Map to address transportation system deficiencies, goals and policies. The ~~Local~~ Conceptual Street Map should provide flexibility in connecting destination points, while also providing assurance to adjacent property owners to the degree possible. ***(COMMENT: This edit was based on Project Core Team and public input. It was reviewed and tentatively agreed upon by Planning Commission during the 5/1/12 work session and Council during the work session 11/13/12. POTENTIAL IMPACT OF EDIT: Provides minor grammatical clarifications to the previous draft).***

  - Action: The Conceptual Street Map will indicate the approximate location of planned "local" classified streets on the adopted map. These "local" streets are not intended to be adopted on the map. Rather, they are shown as reference. Streets classified as collectors and arterials will be adopted on the map and are considered part of the TSP. ***(COMMENT: This edit was based on Project Core Team and public input. It was reviewed and tentatively agreed upon by Planning Commission during the 5/1/12 work session and Council during the 11/13/12 work session. POTENTIAL IMPACT OF EDIT: Clarifies what will be on the Conceptual Street Map. This***

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provides more clarity to the City, developers and others who use the Conceptual Street Map).

- *Action:* Ensure that land use decisions conform to the ~~Local~~ Conceptual Street Map. ***(COMMENT: This edit was a minor clarifying edit. It was reviewed and tentatively agreed upon by Planning Commission during the 5/1/12 work session and Council during the work session 11/13/12. POTENTIAL IMPACT OF EDIT: Clarifies title of the Conceptual Street Map).***

- *Action:* Develop a Pedestrian and Bike Master Plan that incorporates Springfield's complete street network to address significant gaps and system deficiencies.

o *Policy 3.2:* Expand and enhance Springfield's bikeway system and provide bicycle system support facilities for both new development and redevelopment/expansion.

- *Action:* Require bike lanes and / or adjacent paths along new and reconstructed arterial and major collector streets.

- Action: Provide bike lanes on collector and arterial streets; provide parallel routes and bike boulevards on adjacent streets where appropriate.~~.~~ ***(COMMENT: This is a minor clarifying edit suggested by the Council during the 11/13/12 work session. POTENTIAL IMPACT OF EDIT: Allows flexibility and discretion when evaluating these needed facilities).***

- Action: Create frequent bike and pedestrian crossings on wide or high speed streets using approved design techniques.

- *Action:* Require bike lanes and paths to connect new development with nearby neighborhood activity centers and major destinations. Connectivity should include connecting bike facilities to each other as well as to major destinations. ***(COMMENT: This is a minor clarifying edit suggested by the Council during the 11/13/12 work session. POTENTIAL IMPACT OF EDIT: Emphasizes the importance of connectivity when evaluating these needed facilities).***

- *Action:* Install shared-roadway facilities, markings and/or signage for bicyclists along roadways with slow vehicular traffic. On-street pavement markings and traffic calming measures should be considered along such routes.

- *Action:* Create city-wide bike parking stations in strategic locations such as along major transit routes and in Springfield's central business district.

o *Policy 3.3:* Street design standards should be flexible and allow appropriate sized local, collector and arterials streets based upon traffic flow, geography, efficient land use, social, economic and environmental impacts

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- *Action:* Conduct a comprehensive review and update of Springfield street standards and development code to address transportation system deficiencies, goals and policies.
- Action: Consider effects of storm water runoff in street design and reduce runoff through environmentally sensitive street designs for new and reconstructed streets.
- *Action:* Incorporate traffic calming measures into street designs and standards where appropriate and with consideration to needs of emergency services vehicles. Traffic calming measures should reduce vehicular speeds and bypass traffic while encouraging safe bicycle and pedestrian travel.
- *Action:* Integrate pedestrian amenities into street designs that create pedestrian refuges and allow safe and continuous pedestrian travel.
- *Action*: Provide mid-block pedestrian crossings where appropriate between major pedestrian destinations and along major pedestrian corridors.
- *Action:* Develop criteria in which to evaluate alternative street design concepts.

o *Policy 3.4:* Provide for a continuous transportation network with reasonably direct travel routes between destination points for all modes of travel.

- *Action:* Design new streets to provide a connected grid network, including alleyways, when technically feasible.
- *Action:* Construct sidewalks or other suitable pedestrian facilities along local streets and along urban area arterial and collector roadways, except freeways.

o *Policy 3.5:* Address the mobility and safety needs of motorists, transit users, bicyclists, pedestrians, freight and the needs of emergency vehicles when planning and constructing roadway system improvements.

- Action: Assure that current design standards address mobility needs and meet Americans with Disabilities Act (ADA) standards. ***(COMMENT:** This is an additional action item suggested by the Planning Commission during the 5/1/12 work session. It was reviewed and tentatively agreed upon by the Council during the 11/13/12 work session.* **POTENTIAL IMPACT OF EDIT:** *Emphasizes the importance of meeting ADA standards).*

o *Policy 3.6:* Preserve corridors, such as rail rights-of-way, private roads, and easements that are identified for future transportation-related uses.

o *Policy 3.7:* Provide for a pedestrian environment that supports adjacent land uses and is designed to enhance the safety, comfort, and convenience of walking by providing direct routes and removing barriers when possible.

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- *Action:* Update and maintain the Americans with Disabilities Act (ADA) Transition Plan to address deficiencies in the existing system and to assist in planning for new system improvements. ***(COMMENT: This is an edit suggested by the Planning Commission during the 5/1/12 work session. It was reviewed and tentatively agreed upon by the Council during the 11/13/12 work session. POTENTIAL IMPACT OF EDIT: Emphasizes the importance of meeting ADA standards in the future).***

- *Action:* Utilize safety studies such as the Main Street Safety Study and the City of Springfield Safety Study to improve pedestrian conditions along major pedestrian corridors.

o *Policy 3.8:* Coordinate the design of Springfield's Transportation System with relevant local, regional and state agencies.

- *Action:* Work with Oregon Department of Transportation, Lane County and Lane Transit District to improve pedestrian and bicycle facilities along state highways and major transit routes where appropriate.

- *Action:* Coordinate with Springfield Public Schools to provide key bicycle, pedestrian and transit facilities and near schools to ensure safe ~~and~~, convenient, and well connected routes to schools. ***(COMMENT: This is a minor clarifying edit suggested by the Council during the 11/13/12 work session. POTENTIAL IMPACT OF EDIT: Emphasizes the importance of connectivity when evaluating these needed facilities).***

- *Action:* Partner with ~~LTD~~ Lane Transit District to provide ~~BRT~~ frequent transit network[2] connection along major corridors and connecting with local neighborhood bus service and with major activity centers~~.~~ that provide viable alternatives to vehicle trips. ***(COMMENT: These edits were based on Lane Transit District input after the 11/13/12 Council work session. In addition, Council suggested a portion of these edits during the 11/13/12 work session. This is new since the last draft and should specifically be***

[2] The Frequent Transit Network (FTN) represents the highest orders of transit service within the region. The FTN represents corridors where transit service would be provided, but does not presume specific street alignments. Street alignments will be determined in future studies. FTN stops will be located closest to the highest density development within the corridor.

FTN Corridors will have the following characteristics:

- Enables a well-connected network that provides regional circulation
- Compatible with and supportive of adjacent urban design goals
- Operates seven days a week in select corridors
- Service hours are appropriate for the economic and social context of the area served
- Coverage consists of at least 16 hours a day and area riders trip origins or destinations are within ¼ of a mile-straight line distance
- Frequency is at least every 10-15 minutes in peak travel times
- Speed is no less than 40 percent of the roadway speed limit
- Coverage throughout the region is geographically equitable and serves Title VI protected populations
- Transit service is reliable and runs on schedule
- Transit vehicles are branded
- Transit stations are of high quality with amenities, including bicycle and pedestrian connections to stations and end-of-trip facilities, such as bike parking. Park and rides are provided at key termini.

DRAFT

reviewed and commented on by Council during this 4/22/13 work session. **POTENTIAL IMPACT OF EDIT:** ***MPO partner agencies, including City of Springfield, have been working together on an update to the Regional Transportation System Plan (RTSP). The edits to this action item introduce the concept of a "Frequent Transit Network" rather than assuming these future routes as just "EmX" bus rapid transit routes. The FTN definition and concept has been developed with extensive regional input through the RTSP process. The desire is to have the same definition and FTN reference in other TSPs in the MPO region as well as in Springfield's TSP).***

- *Action:* Coordinate existing and planned transportation system and land uses with Lane Transit District to expand the Park-and-Ride system ~~when possible~~where appropriate within Springfield. ***(COMMENT:*** ***This is a minor clarifying edit suggested by the Council during the 11/13/12 work session.*** **POTENTIAL IMPACT OF EDIT:** ***Emphasizes that discretion should be used during the expansion of the park and ride system).***

- *Action*: Coordinate with Willamalane Park and Recreation District to address bicycle and pedestrian system deficiencies and address new transportation system goals and policies in the Willamalane Comprehensive Plan, including providing improved connectivity to parks and open space areas~~.~~ ***(COMMENT:*** ***This is a minor addition suggested by the Council during the 11/13/12 work session.*** **POTENTIAL IMPACT OF EDIT:** ***Emphasizes the importance of connecting to parks and open space areas).***

- *Action:* Develop and implement criteria that trigger jurisdictional phasing and transfer of roads, highways and other applicable transportation facilities.

- *Action:* Coordinate with Lane County to assure transition between rural and urban transportation facilities within the Springfield UGB.~~.~~ ***(COMMENT:*** ***This edit was made based on public and Project Core Team input. This addition was reviewed and tentatively agreed upon by: Project Core Team; Planning Commission during the 5/1/12 work session, and; Council during the 11/13/12 work session.*** **POTENTIAL IMPACT OF EDIT:** ***This edit provides clarification of the boundary area).***

- Action: Coordinate with ODOT and the City of Eugene to ensure regional transportation system connectivity. ***(COMMENT:*** ***This action item was added based on public and Project Core Team input. This addition was reviewed and tentatively agreed upon by: Project Core Team; Planning Commission during the 5/1/12 work session, and; Council during the 11/13/12 work session.*** **POTENTIAL IMPACT OF EDIT:** ***This additional action item notes the importance of coordinating with ODOT and City of Eugene).***

o *Policy 3.9:* Support provision of rail-related infrastructure improvements as part of the Cascadia High-Speed Rail Corridor project.

DRAFT

- *Action:* In coordination with ~~the ODOT Rail Division~~agency partners, develop a Passenger Rail Plan in support of Springfield's Downtown District Urban Design Plan. Areas in Springfield outside of downtown should be considered as appropriate. ~~*Action:* Give~~ ~~f~~Further consideration and study of regional high speed passenger rail needs ~~– these needs~~ should be coordinated with the Springfield Downtown District Plan and Implementation Strategy. ***(COMMENT:** This edit was based on specific Council input during the 11/13/12 Council work session.* ***POTENTIAL IMPACT OF EDIT:** This edit clarifies that a future rail decision will ultimately be made inclusive of multiple agency partners, including ODOT. It also provides consideration for other areas in addition to downtown).*

- *Policy 3.10:* ~~When a project includes reconstructing or constructing new intersections, a roundabout alternative is to be analyzed to determine if it is a feasible solution based on site constraints, including ROW, environmental factors, and other design constraints. When the analysis shows that a roundabout is a feasible alternative, it should be considered the City's preferred alternative due to the proven substantial safety benefits and other operational benefits.~~ When a project includes planning, reconstructing or constructing new intersections, all intersection control types are to be evaluated including statutory control, sign control, geometric control and signal control. The City's preferred alternative will be selected primarily on safety and operational efficiency in the context of mobility needs for all users, adjacent existing and planned land uses, access considerations, site constraints, availability of right-of-way, environmental factors, phasing and future needs, safety, construction and operational costs. ***(COMMENT:** This action item was added based on public and Project Core Team input. This addition was reviewed and tentatively agreed upon by: Project Core Team; Planning Commission during the 5/1/12 work session, and; Council during the 11/13/12 work session.* ***POTENTIAL IMPACT OF EDIT:** This edit notes that all intersection control types are to be evaluated, not just roundabouts).*

  - *Action:* When analyzing the appropriate treatment for a new or reconstructed intersection, the City will consider mobility needs for all users, adjacent existing and planned land uses, access considerations, safety for all users, site constraints, availability of right-of-way, environmental factors, phasing and future needs, safety, construction costs and operational costs. ***(COMMENT:** This action item was added based on public and Project Core Team input. This addition was reviewed and tentatively agreed upon by: Project Core Team; Planning Commission during the 5/1/12 work session, and; Council during the 11/13/12 work session.* ***POTENTIAL IMPACT OF EDIT:** This action item helps define what items will be considered when evaluating new intersection control types).*

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- **Goal 4: System Financing:**

  Create and maintain a sustainable transportation funding plan that provides implementable steps towards meeting Springfield's vision.

  - *Policy 4.1:* Support development of a stable and flexible transportation finance system that provides adequate resources for transportation needs identified in Springfield's Transportation System Plan (TSP).

    - *Action:* Develop criteria that support adopted TSP goals and policies and that help prioritize transportation maintenance, preservation and construction projects.

    - *Action:* Give funding priority to bicycle and pedestrian projects that address significant gaps in the network and that provide key linkages to other transportation modes.

    - *Action:* Give funding priority to safety actions and operations to maximize use and utility of existing system.

    - *Action:* Provide financing incentive to new and existing local businesses that encourage multimodal transportation options to employees and/or customers. ~~discourage single occupancy auto trips~~. ***(COMMENT:** This edit was based on specific Council input during the 11/13/12 Council work session.* ***POTENTIAL IMPACT OF EDIT:** This edit clarifies that the City does not want to necessarily discourage driving, but rather, to provide as many transportation options as possible).*

    - *Action:* Require that new development pay for its proportional capacity impact on the transportation system through ongoing rate updates of Springfield's System Development Charge and through proportional exactions as part of the land development process.

DRAFT

Springfield Transportation System Plan

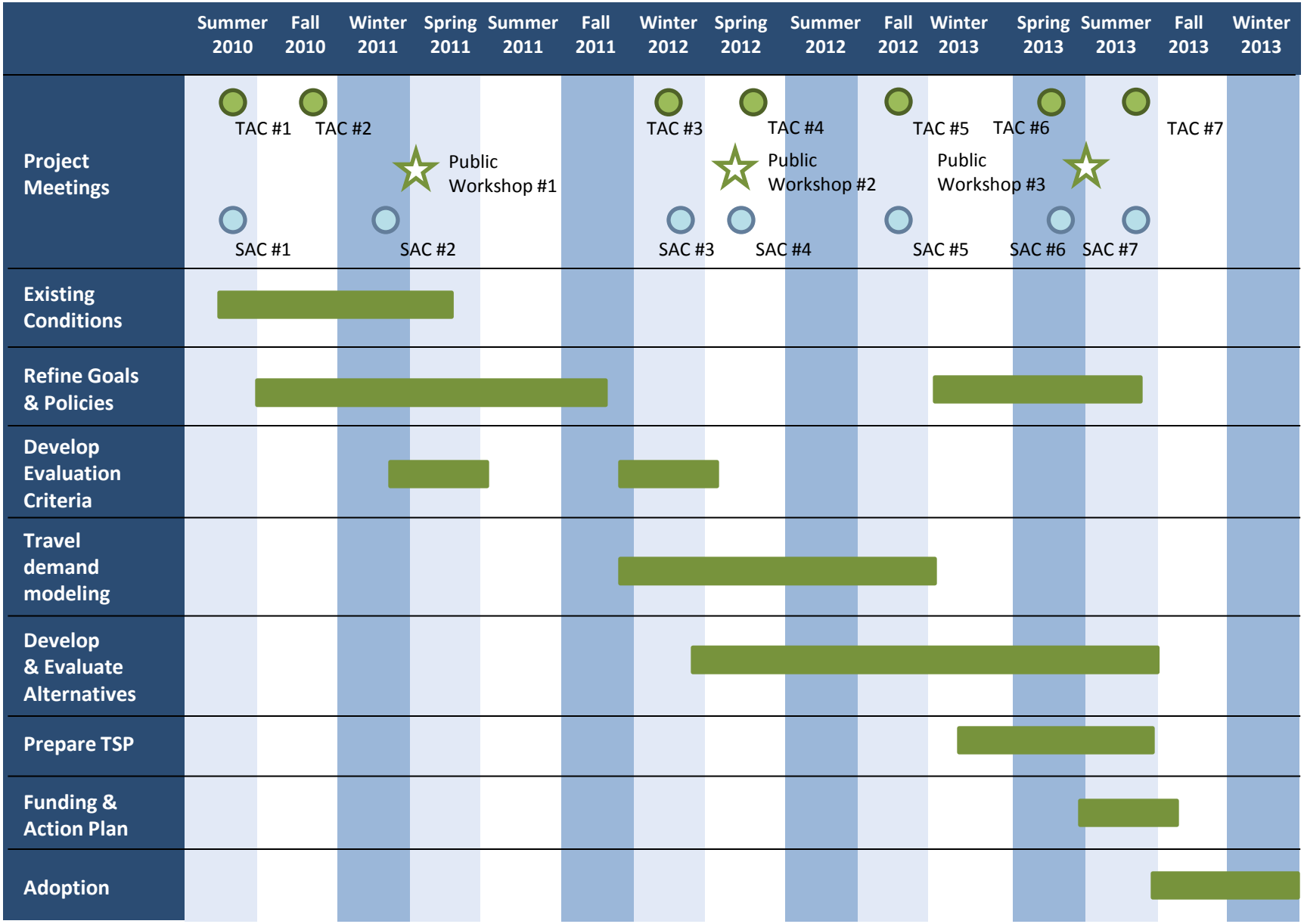
Outline of Process for updating TSP goals, policies & action items

As of April 2013, the draft TSP goals, policies and action items were formed and refined with the following input:

- Staff review and evaluation of existing TransPlan goals and policies
- September 21st, 2010, Planning Commission Work Session – TransPlan goal and policy prioritization exercise
- October 4th, 2010, Council Work Session - presented results of Planning Commission prioritization exercise; discussed overview of goal and policy context and regional issues
- October 18th, 2010, Council Work Session - discussed local values and issues
- December 1st, 2010, Technical Advisory Committee meeting - presented and discussed draft goals and policies
- January 27th, 2011, Stakeholder Advisory Committee meeting - presented and discussed draft goals and policies
- February 7th, 2011, Community Workshop - presented and discussed draft goals
- March 2nd, 2011, Project Core Team meeting - reviewed and commented on draft goals and policies
- March 15th, 2011, Planning Commission – reviewed and commented on draft goals and policies
- March 2011 – present – Draft goals and policies posted on project website
- April 4th, 2012 – Public Open House – draft policies available for public comment1
- April 16th, 2012 – Project Core Team meeting – reviewed comments to-date and discussed staff responses
- May 1st,2012, Planning Commission – comments to-date and discussed staff responses
- November 13th, 2012, City Council – Reviewed comments to-date and discussed Planning Commission and staff responses.
- November 2012 – April 2013 - Staff refined draft goals and policies based on previous input, drafted new multi-modal Level of Service (LOS) policy, and coordinated with Lane Transit District (LTD) to incorporate additional transit policy input.

[1] In addition to public open houses, public comments have been welcomed and received throughout the planning process.

Springfield TSP: Draft TSP Schedule



TAC = Technical Advisory Committee
SAC = Stakeholder Advisory Committee

Attachment 3

Updated 4/12/13

AGENDA ITEM SUMMARY		
	Meeting Date:	5/6/2013
	Meeting Type:	Work Session
	Staff Contact/Dept.:	Linda Pauly/DPW
	Staff Phone No:	(541)726-4608
	Estimated Time:	20 minutes
S P R I N G F I E L D C I T Y C O U N C I L	**Council Goals:**	Encourage Economic Development and Revitalization through Community Partnerships

ITEM TITLE:	SPRINGFIELD 2030 REFINEMENT PLAN (SRP) URBANIZATION ELEMENT (METRO PLAN AMENDMENT FILE NO. LRP 2009-00014)
ACTION REQUESTED:	Staff will present the draft Springfield 2030 Growth Concept graphic map, a visual communication tool to highlight locations where the most growth and development is planned to occur through 2030 and to suggest potential types of future development in each area.
ISSUE STATEMENT:	Adoption of the Springfield 2030 Refinement Plan (SRP) Urbanization Element will allow the City to identify areas where the UGB will be expanded to establish future growth areas for economic development and infrastructure planning purposes in accordance with Statewide Planning Goal 9, Economic Development, Goal 14 Urbanization, other applicable land use goals, rules and statutes and local community development, livability and environmental quality goals. Springfield's UGB expansion proposal will also include a public land, parks, and open space component.
ATTACHMENTS:	1. Council Briefing Memorandum 2. Prime Industrial Land Characteristics Comparison (enlarged and printed chart from March 18th packet) 3. Letter to Property Owners in the UGB Study Areas
DISCUSSION/ FINANCIAL IMPACT:	Staff is preparing the Urbanization Element of the Springfield 2030 Refinement Plan — a new comprehensive plan policy document that amends the Metro Plan for Metro area lands east of Interstate 5 to provide guidance for managing and balancing Springfield's urban growth needs over the 20-year planning period. The Plan will include maps and descriptions of Springfield's planned growth areas within the City Limits and existing UGB and in locations where the UGB may be expanded. Springfield is in the process of considering how and where the UGB might be expanded to provide suitable large employment sites, public land, open space and parks. The Council has reviewed the results of the employment land suitability analysis, including information comparing estimated cost and difficulty of extending urban services Springfield's to five potential UGB expansion areas. At the March 18th work session, the Council requested information from staff to help visualize the types of industrial development and other employment uses that would be suitable and well-matched to the site characteristics and unique potential of each distinct location.

M E M O R A N D U M **City of Springfield**

Date:	5/6/2013
To:	Gino Grimaldi
From:	Len Goodwin, DPW Director Linda Pauly, DPW Principal Planner
Subject:	SPRINGFIELD 2030 REFINEMENT PLAN (SRP) URBANIZATION ELEMENT (METRO PLAN AMENDMENT FILE NO. LRP 2009-00014)

COUNCIL BRIEFING MEMORANDUM

ISSUE:

Adoption of the Springfield 2030 Refinement Plan (SRP) Urbanization Element will allow the City to identify areas where the UGB will be expanded to establish future growth areas for economic development and infrastructure planning purposes in accordance with Statewide Planning Goal 9, Economic Development, Goal 14 Urbanization, other applicable land use goals, rules and statutes and local community development, livability and environmental quality goals. Springfield's UGB expansion proposal will also include a public land, parks, and open space component.

COUNCIL GOALS/
MANDATE:

Community and Economic Development and Revitalization

A key policy issue for Springfield will be to determine when, where and how infrastructure and urban services could be provided to new Employment Opportunity sites and public facilities within an expanded Urban Growth Boundary.

DISCUSSION AND BACKGROUND:

At the February 22 and March 18th work sessions, the council reviewed:

- information about Springfield's employment land needs, as determined through the Commercial and Industrial Buildable Lands Inventory and Economic Opportunities Analysis;
- maps identifying five potential UGB expansion areas with suitable employment land for development of employment uses;
- comparative cost and difficulty of providing urban services to five potential UGB expansion areas; and
- information from Business Oregon comparing the characteristics of prime industrial land.

At the March 18th work session, the Council requested information regarding the short, medium and long term potential of the five UGB study areas.

<u>Short Term Land Supply: Comprehensive Planning Requirements</u>

Statewide Planning Goal 9 requires Springfield (as a city within a Metropolitan Planning Organization) to make a commitment to provide a competitive short-term supply of land and established targets for the short-term land supply.

> "Cities and counties within a Metropolitan Planning Organization must adopt a policy stating that a competitive short-term supply of land as a community economic development objective for the industrial and other employment uses selected through the economic opportunities analysis pursuant to OAR 660-009-0015." [OAR 660-009-0020(1)(b)]

Goal 9 defines short-term supply as:

> "Short-term Supply of Land" means suitable land that is ready for construction within one year of an application for a building permit or request for service extension. Engineering feasibility is sufficient

to qualify land for the short-term supply of land. Funding availability is not required. "Competitive Short-term Supply" means the short-term supply of land provides a range of site sizes and locations to accommodate the market needs of a variety of industrial and other employment uses. [OAR 660-009-0005 (10)]

The Springfield 2030 Refinement Plan addresses the short-term land supply requirement through the policies and implementation strategies incorporated into the Economic Element of the plan and the Economic Opportunities Analysis (EOA) that will be adopted as a Technical Supplement of the Plan. Pages 25-27 of the EOA provide an analysis of Springfield's short-term supply of land. The Goal 9 rule requires Springfield to assess the short-term supply of land based on the criteria that land can be ready for construction within one year. The determination is based on "engineering feasibility." All land within the existing Springfield UGB can be considered to technically meet the Goal 9 rule criteria for "engineering feasibility." [1] Only one area — Jasper Natron—was identified in the 2009 EOA as unlikely to meet the short-term supply criteria, due to presence of wetlands and drainage issues and distance from existing water and trunk sewers.

Short- Term Land Supply[2]

- 91% of Springfield's vacant commercial and industrial land is considered available as short-term supply.
- 85% of land with redevelopment potential is available as short-term supply.
- Buildable land in Jasper-Natron is not assumed part of the short-term land supply (NOTE: In 2013, a trunk sewer is being constructed to this area).
- Newly-urbanizable land added to the UGB is not assumed part of the short-term land supply.

Short, medium and long term potential of the five UGB study areas.

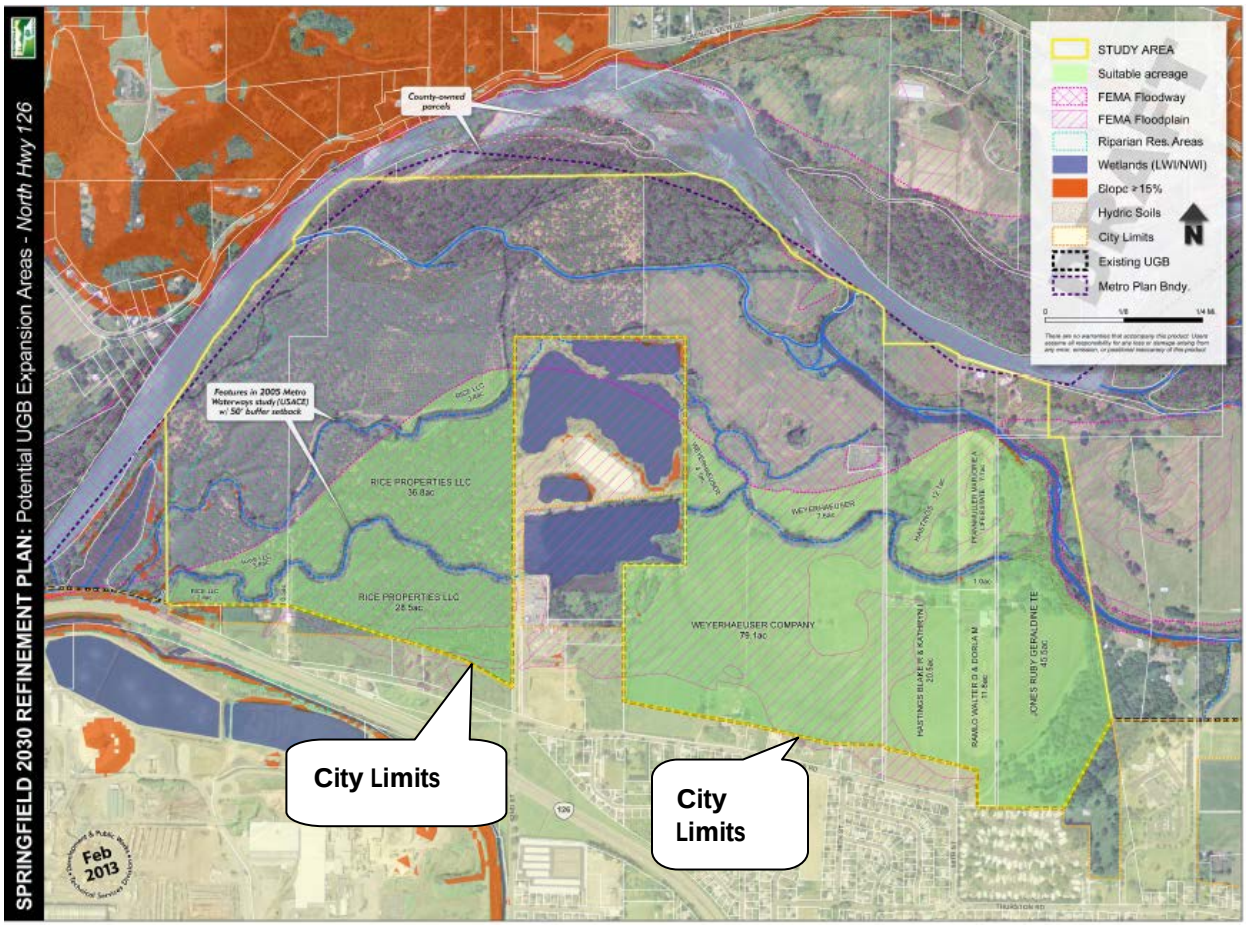
Springfield's analysis assumes that newly-urbanizable lands added to Springfield's UGB would not be part of the City's competitive short-term land supply as defined by Goal 9. Given that these lands located outside of the existing planned growth area are not included in the existing regional and local functional plans for providing urban levels of infrastructure (Metro Public Facilities and Service Plan, Metro Wastewater system, wastewater and stormwater master plans, regional and local transportation plans), it is likely that it will be several years before infrastructure plans are updated, master plans approved and annexation requests are submitted to the City, assuming an land owner was interested in moving forward with development. Inclusion of newly-urbanizable land in the UGB would be only the first step in making sites available in the medium and long term, and it is expected that these lands would slowly and incrementally transition into the short-term supply category as infrastructure is planned and constructed in conjunction with development proposals. Once sites are annexed they could be considered short term land supply, assuming that services can be extended to the site.

Projecting when the different study areas or sites could become ready for development would only be conjecture by staff because the land owner will decide if and when they wish to begin the development process. Staff considers a site's location in proximity to the City limits, and difficulty of extending wastewater service and other urban services as key factors in estimating how quickly sites could be prepared for development. Based on the geography of the potential expansion areas and staff's analysis of infrastructure deficiencies and development constraints (floodplain, distance to existing water and trunk sewers, the need for street system extensions, etc.) staff suggests that one area — North Highway 126— may contain a site or sites that could possibly be prepared for development within the next few years. This area has five single-ownership sites that directly abut the city limits. These parcels would likely develop as an access street parallel with High Banks Road is planned and constructed to serve this land,

[1] ECONorthwest 2009 Springfield EOA p 25-27

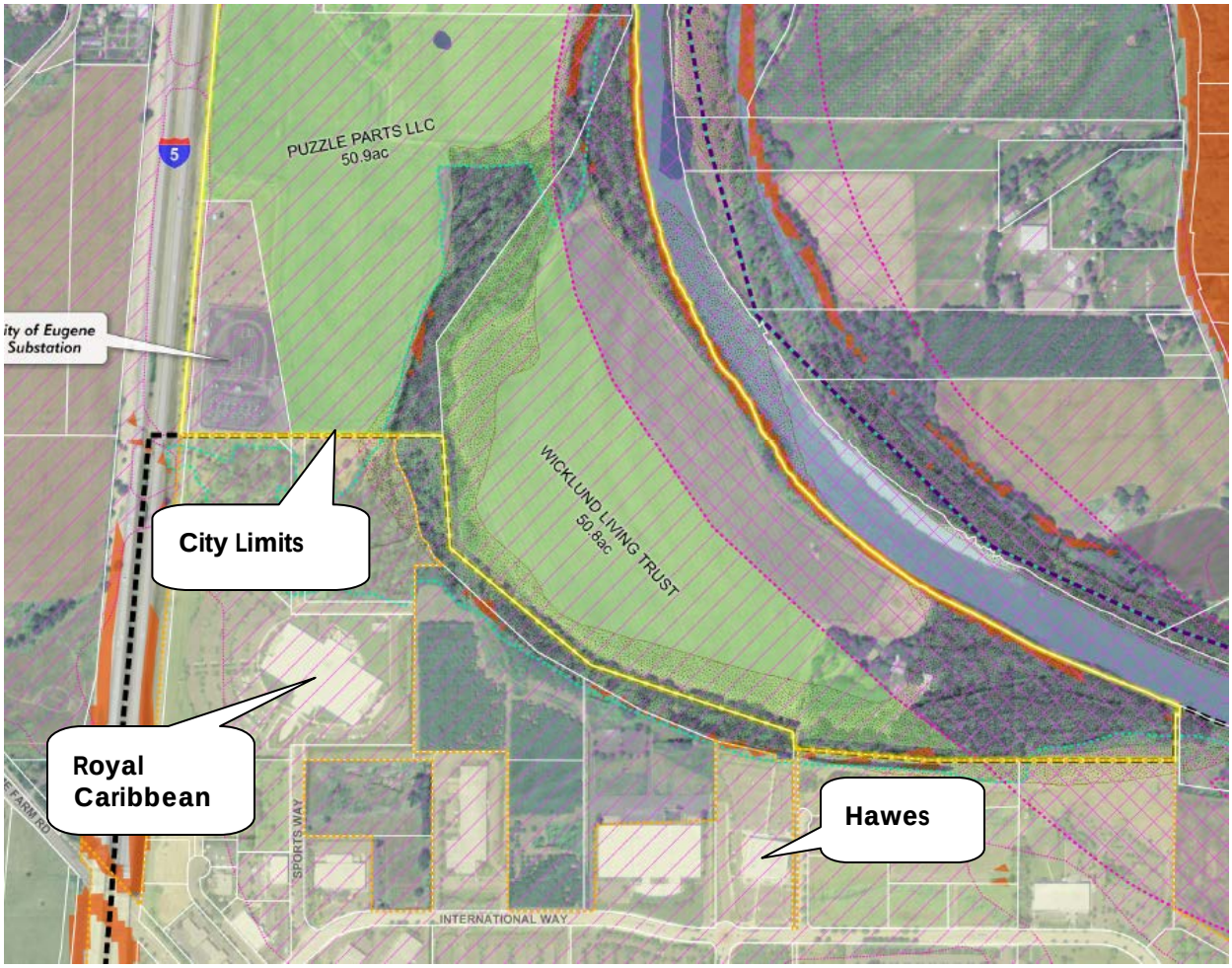
[2] ECONorthwest Springfield 2009 EOA, page 27.

and development could proceed west and/or east of N. 52nd Street. Two sites in the southern portion of the North Gateway site are also contiguous with the City limits, however staff expects a more lengthy planning process would likely be entailed here because infrastructure planning will need to consider the entire North Gateway areas as a whole given the existing multiple ownerships and north-south configuration of property ownerships.



NORTH HIGHWAY 126 UGB STUDY AREA

Study Area	# of suitable taxlots contiguous with City Limits	Total suitable taxlots/ ownerships in Study Area	Total Suitable Acres in Study Area
North Highway 126	5	7	265
North Gateway	2	9	226
South Mill Race	2	12	126
Mahogany (north portion So. of Jasper Road)	0	3	574
Mahogany (south portion	0	7	
Seavey Loop	0	13	152



NORTH GATEWAY UGB STUDY AREA

Due to its distance from the City Limits, the location of unsuitable parcels intervening between City Limits and suitable employment parcels, and the difficulty of extending wastewater service, staff suggests that the Seavey Loop study area is likely to take the longest amount of time to bring into the short-term supply. The other three areas are intermediary, with the northern portion of the South Mill Race site abutting the City limits. Large Mahogany/South of Jasper Road sites, while not contiguous with the City limits, do abut Jasper Road and are relatively close to services.

More detailed economic analysis to determine short, medium and long term economic development potential is beyond the scope of the Economic Opportunities Analysis and Springfield 2030 Refinement Plan project and is not required for the UGB Alternatives Analysis and UGB expansion. Instead the UGB study must closely adhere to the UGB expansion prioritization process in Statewide Planning Goal 14. Economic Development staff could provide additional information to the Council regarding land development economics and marketability of sites.

Next Steps:

Staff is beginning a focused outreach to property owners in the five study areas to seek input to inform the UGB expansion proposal, and the development of Springfield 2030 Refinement Plan Urbanization Element policies and Springfield Development Code standards that will be applicable to the Urban Holding Areas. A copy of the letter mailed to land owners in the five UGB study areas is included as Attachment 3.

RECOMMENDED ACTION: None. This item is for Council's information and discussion only

STATE OF OREGON - Oregon Business Development Department

Industrial Development Competitiveness Matrix

	CRITERIA	PROFILE	A Regionally to Nationally Scaled Clean-Tech Manufacturer	B Globally Scaled Clean Technology Campus	C Heavy Industrial / Manufacturing	D General Manufacturing	E Food Processing	F High-Tech Manufacturing or Campus Industrial	G Regional (multi-state) Distribution Center	H Warehouse / Distribution	I Call Center / Business Services	J Rural / Frontier Industrial
1	**GENERAL REQUIREMENTS**		Use is permitted outright, located in UGB or equivalent and outside flood plain; and site (NCDA) does not contain contaminants, wetlands, protected species, or cultural resources or has mitigation plan(s) that can be implemented in 180 days or less.									
	PHYSICAL SITE											
2	Total Site** (Acres)	Competitive Acreage*	50	100	25	10	20	25	200	25	3	5
3	Competitive Slope:	Maximum Slope	0 to 5%	0 to 5%	0 to 5%	0 to 5%	0 to 5%	0 to 7%	0 to 5%	0 to 5%	0 to 12%	0 to 5%
	WORKFORCE											
4	Available workforce population in 50 mile radius	People	150,000	750,000	30,000	30,000	20,000	60,000	75,000	20,000	25,000	1,000
	TRANSPORTATION											
5	TRIP GENERATION:	ADT/Acre	50 to 75 (per acre)	50 to 75 (per acre)	42 to 58 (per acre)	76 to 106 (per acre)	75 to 100 (per acre)	50 to 75 (per acre)	64 to 86 (per acre)	65 to 86 (per acre)	144 to 192 (per acre)	5 to 10 (per acre)
6	MILES TO INTERSTATE OR OTHER PRINCIPLE ARTERIAL:	Miles	w/ in 10	w/ in 10	w/ in 10	w/ in 20	w/ in 30	w/ in 15	w/ in 5 (only interstate or equivalent)	w/ in 5 (only interstate or equivalent)	N/A	N/A
7	RAILROAD ACCESS:	Dependency	Preferred	Preferred	Preferred	Preferred	Preferred	Not Required	Preferred	Preferred	Not Required	N/A
8	PROXIMITY TO MARINE PORT:	Dependency	Preferred	Preferred	Preferred	Preferred	Preferred	Not Required	Preferred	Preferred	Not Required	N/A
9	PROXIMITY TO AIRPORT-REGIONAL(Commercial)):	Dependency	Competitive	Required	Preferred	Preferred	Preferred	Competitive	Preferred	Preferred	Preferred	N/A
		Distance (Miles)	w/ in 60	w/ in 30	w/ in 60	w/ in 60	w/ in 60	w/ in 30	w/ in 60	w/ in 60	w/ in 60	N/A
10	PROXIMITY TO AIRPORT-INTERNATIONAL:	Dependency	Preferred	Competitive	Preferred	Preferred	Preferred	Preferred	Preferred	Preferred	Preferred	N/A
		Distance (Miles)	w/ in 100	w/ in 100	w/ in 300	w/ in 300	w/ in 300	w/ in 100	w/ in 300	w/ in 300	w/ in 300	N/A
	UTILITIES											
11	WATER:	Min. Line Size (Inches/Dmtr)	10	10	8"	8"	10"	10"	4"	4"	4"	4"
		Min. Fire Line Size (Inches/Dmtr)	10"	10"	10"	10"	10"	10"	10"	10"	8"	6" (or alternative source)
		High Pressure Water Demand Dependency	Preferred	Preferred	Preferred	Not Required	Preferred	Preferred	Not Required	Not Required	Not Required	Not Required
		Flow (GPD)	250,000	1 MGD	36,100	17,000	24,900	65,300	11,700	11,700	4,600	750
12	SEWER:	Min. Service Line Size (Inches/Dmtr)	10"	10"	8"	8"	10"	10"	4"	4"	4"	4' (or on-site source)
		Flow (GPD)	250,000	1 MGD	32,500	15,300	100,000	58,800	11,700	11,700	4,600	750
13	NATURAL GAS:	Preferred Min. Service Line Size (Inches/Dmtr)	6"	6"	6"	4"	6"	6"	2"	2"	2"	N/A
		On Site	Competitive	Competitive	Competitive	Competitive	Preferred	Competitive	Preferred	Preferred	Preferred	Preferred
14	ELECTRICITY:	Minimum Service Demand	2 MW	10 MW	1 MW	.25 MW	.25 MW	.25 MW	1 MW	.25 MW	0.15 MW	.1 MW
		Close Proximity to Subatation	Competitive	Competitive	Competitive	Preferred	Not Required	Competitive	Not Required	Not Required	Preferred	Not Required
		Secondary System Dependency	Preferred	Competitive	Required	Not Required	Not Required	Required	Not Required	Not Required	Required	Not Required
15	TELECOMMUNICATIONS:	Major Communications Dependency	Required	Required	Preferred	Preferred	Preferred	Required	Preferred	Preferred	Required	Preferred
		Route Diversity Dependency	Preferred	Preferred	Not Required	Not Required	Not Required	Required	Not Required	Not Required	Required	Not Required
		Fiber Optic Dependency	Preferred	Preferred	Preferred	Preferred	Preferred	Required	Preferred	Preferred	Required	Not Required
16	**SPECIAL CONSIDERATIONS**		Acreage allotment includes expansion space (often an exercisable option). Very high utility volumes in one or more areas common. Sensitive to nearby uses.	Demanding criteria-driven site selection. High material and visitor throughput. Major Commercial Airport a must. Redundency in trip routes and utilities vital. Surrounding Environmentals (vibration, noise, etc). Buffering and expansion space necessary. Sensitive to encroachment activities of nearby uses (residential, institutional, commercial).	Adequate distance from sensitive land uses (residential, parks, large retail centers) necessary. High throughput of materials. Large yard spaces and/or buffering required. Often transportation related requiring marine/rail links.	Adequate distance from sensitive land uses (residential, parks) necessary.	May require high volume/supply of water and sanitary sewer treatment. Often needs substantial storage/yard space for input storage. Ons site water pre-treatment needed in many instances.	Surrounding environment of great concern (vibration, noise, air quality, etc.). Increased setbacks may be required and/or on-site utility service areas. Avoid sites close to wastewater treatment plants, landfills, sewage lagoons, and other such land uses. May require high volume/supply of water and sanitary sewer treatment.	Transportation routing and proximity to/from major highways is crucial. Expansion options required. Truck Staging requirements mandatory. Does not like to site or have routing issues between site and interstate that have rail crossings, school zones, airport runways, or drawbridges.	Transportation infrastructure such as roads and bridges to/from major highways is most competitive factor.	Relatively higher parking ratios may be necessary. Will be very sensitive to labor force considerations and the location of other similar centers in the region.	Located in more remote locations in the state. Usually without direct access (within 50 miles) of Interstate or City of more than 50,000 people.

Group Mackenzie; Business Oregon

Terms:

More Critical

'Required' factors are seen as mandatory in a vast majority of cases and have become industry standards

'Competitive' significantly increases marketability and is *highly recommended by OBD*. May also be linked to financing in order to enhance the potential reuse of the asset in case of default.

'Preferred' increases the feasibility of the subject property and its future reuse. Other factors may, however, prove more critical

Less Critical

* Competitive Acreage: Acreage that would meet the site selection requirements of the majority of industries in this sector.

**Total Site: Building footprint, including buffers, setbacks, parking, mitigation, and expansion space

CITY OF SPRINGFIELD, OREGON

DEVELOPMENT AND PUBLIC WORKS

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SPRINGFIELD, OR 97477
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www.springfield-or.gov

Springfield 2030 Refinement Plan Project &
Proposed Urban Growth Boundary Change

April 26, 2013

Dear Sir/Madam,

Later this year, the City of Springfield and Lane County will be considering changes to the Eugene-Springfield Metropolitan Area General Plan (Metro Plan) that would expand Springfield's Urban Growth Boundary (UGB) to add land for future job creation. **You are receiving this letter because you own land in one of five areas that are being studied for possible expansion of the UGB.**

The attached maps show the areas that are being studied in more detail. You should be able to see your property on the more detailed map. All five study areas contain suitable "Employment Opportunity" sites for City expansion. **Springfield's proposal to expand the UGB may include land from some — but not necessarily all — of the five study areas.** If land is included in Springfield's UGB, these areas could, over time, transition from rural to urban as the owner chooses to develop or sells their property to others who wish to develop.

In my work with the Springfield City Council to prepare the City's UGB expansion proposal and to draft the policies that will guide new development in these areas, now and in the future, key policies being considered include:

- Lands brought into the UGB would be planned as "Urban Holding Area – Employment Opportunity sites" and would require additional plan changes prior to annexation and development to address all of Oregon's Statewide Planning Goals and to make provision for extending urban services.
- Existing agriculture uses would continue until the "Urban Holding Area – Employment Opportunity site" plan designation is changed to an Employment designation and the owner requests annexation to allow development.

The proposal to add more employment land to Springfield's UGB is based on the results of Springfield's Commercial and Industrial Lands Inventory and Economic Opportunities Analysis — a technical study required by Statewide Planning Goal 9 — to determine Springfield's needs for jobs and the amount and type of industrial and commercial land needed to meet projected needs.

The study identifies a need for 13,000+ new jobs for Springfield's population through the year 2030, and a need for large (20 acres+), flat sites that cannot be

found within the existing UGB. Adding large sites to Springfield's UGB is intended to support our local, regional and state economic prosperity goals through diversification and growth of the economy. The study identifies a need for 640 acres of suitable employment land. The expanded UGB may also include land for parks and open space.

The final size and location(s) of the expansion will be determined by the elected officials after they receive additional input through the public hearing process. The final UGB could include your property or other suitable lands that may be identified through the public hearing process.

I invite you to share your opinions, concerns and suggestions with me and with other Springfield staff over the next several months. Please feel free to call me (or email) to discuss your views about including your property in Springfield's Urban Growth Boundary, and ultimately, in the City of Springfield as land is developed. We will be conducting open houses at City Hall this summer, followed by a joint public hearing before the Springfield City Council and Lane County Board of Commissioners scheduled later this year. Please let me know if you'd like to organize a neighborhood focus group and invite staff to come and hear your opinions and suggestions at a time and place more convenient to you.

Thank you to the hundreds of people who have already participated in and contributed to planning Springfield's future over the past several years. The valuable information and perspectives you've provided have informed this study greatly and we invite you to join us in this important next step.

Sincerely,

Linda Pauly, Project Manager
Principal Planner
City of Springfield
Development and Public Works Department
Springfield OR 97477
(541) 726-4608
lpauly@springfield-or.gov
http://www.springfield-or.gov/dpw/2030Plan.htm

cc: Christine Lundberg, Springfield Mayor
Gino Grimaldi, City Manager
Len Goodwin, Development and Public Works Director
Sid Leiken, Chair, Lane County Board of Commissioners
Matt Laird, Lane County Land Management Division Manager

May 6, 2013
Springfield Upbeat
2012 Earth Day Poster Contest Winners
Rachael Chilton

1st: Maggie Westover

2nd: Sabrina James

3rd: Izabele Hogan

4th: Iree Holden

5th: Tara Vulliety

AGENDA ITEM SUMMARY	**Meeting Date:**	5/6/2013
	Meeting Type:	Regular Meeting
	Staff Contact/Dept.:	Amy Sowa
	Staff Phone No:	541-726-3700
	Estimated Time:	Consent Calendar
S P R I N G F I E L D C I T Y C O U N C I L	**Council Goals:**	Mandate

ITEM TITLE:

COUNCIL MINUTES

ACTION REQUESTED:

By motion, approval of the attached minutes.

ISSUE STATEMENT:

The attached minutes are submitted for Council approval.

ATTACHMENTS:

Minutes:

a) April 15, 2013 – Work Session
b) April 15, 2013 – Regular Meeting
c) April 22, 2013 – Work Session

DISCUSSION/ FINANCIAL IMPACT:

None.

City of Springfield
Work Session Meeting

MINUTES OF THE WORK SESSION MEETING OF
THE SPRINGFIELD CITY COUNCIL HELD
MONDAY, APRIL 15, 2013

The City of Springfield Council met in a work session in the Jesse Maine Meeting Room, 225 Fifth Street, Springfield, Oregon, on Monday, April 15, 2013 at 6:00 p.m., with Mayor Lundberg presiding.

ATTENDANCE

Present were Mayor Lundberg and Councilors VanGordon, Wylie, Moore, Ralston, Woodrow and Brew. Also present were City Manager Gino Grimaldi, Assistant City Manager Jeff Towery, City Attorney Matthew Cox, City Recorder Amy Sowa and members of the staff.

1. Franklin NEPA (Project) Update.

Community Development Manager Tom Boyatt presented the staff report on this item. The City's consultant, URS Corp., had completed Phase 1 work assessing the Franklin Blvd. concept in the Glenwood Refinement Plan. URS recommended, and staff concurred, that Phase 2 work include refined intersection design, realignment of the facility to match existing center line, and a detailed environmental scan based on updated design and alignment. This information would be used to prepare the Federal Prospectus seeking National Environmental Policy Act (NEPA) classification from the Oregon Department of Transportation (ODOT) and FHWA (Federal Highway Administration).

Council was provided with a Memorandum in last week's Communication Packet describing the current status of the Franklin NEPA project. The Communication Packet Memo included a graphic of the existing Franklin Corridor Envelope, and a white paper summarizing NEPA requirements and how the project might best prepare for NEPA Classification. Included in the agenda packet for this work session was a schematic of 175 feet of Right of way centered on the existing right of way (Attachment 4 of the agenda packet) for comparison purposes with the current Franklin Corridor Envelope, recognizing that the final project footprint had not been set.

Staff proposed to work with URS to address the identified key issues in a Phase 2 work effort that would result in a draft Federal Prospectus ready to be submitted to ODOT and FHWA. ODOT and FHWA would review the Prospectus and use this document to classify the project for NEPA purposes. While it was likely the project would be classified as an Environmental Assessment (EA), staff believed it made sense to work with URS to refine level of design, alignment and EmX treatment to determine if it was possible to seek a Categorical Exclusion (CE) under NEPA. The work being contemplated in Phase 2 would be used in either an EA or CE process.

The NEPA project was funded by a total of $1.2 million in federal Surface Transportation Program – Urban (STP-U), Urban Renewal District, City Transportation SDC, and LTD funds.

Tonight's discussion would be regarding status with the NEPA process and next steps. This was an important point in the project. This was a very complicated subject so Council asking questions throughout the presentation could be beneficial. Although this was a decision point for NEPA purposes, staff was not asking for approval the formal design. When the NEPA analysis was done, some level of design would be needed to analyze. Staff was recommending analyzing a larger area

than was needed in order to ensure full analysis was done as they went through the project. The City was working towards getting a Federal Prospectus approved by the FHWA that identified the NEPA classification. This included getting a level of design and locating the alignment in the correct place. Public involvement would still be included in this process whether the City received a CE or an EA. Staff would continue to work on the project footprint and the impacts, although they understood this was not the final design. This was a visionary project that would impact Springfield and Glenwood and its relationship with downtown for years to come. When looking at the right-of-way that may be needed, developers currently interested in redevelopment in Glenwood were open to adjustments. Staff was also aware and sensitive to current businesses and was looking at a phased process to allow development of the boulevard in tandem with land redevelopment which would allow access to remain for existing businesses.

Mayor Lundberg said the lines were pretty significant in terms of impact. She asked about the centerline.

Mr. Boyatt said there were two maps in the agenda packet – one showed the centered line and one was from the Glenwood Refinement Plan, which showed more of the alignment moved to the south side. The mid-point of the future project was aligned to the center line today, but that was not how it was approached in the Glenwood Refinement Plan. Staff had recently learned from the NEPA experts that if the City put all of the impacts on one side of the street, it could set up the possibility for a disproportional impact claim under NEPA. Based on that information, staff centered the line which could actually lead to fewer impacts to buildings overall. The centerline was one piece. The other two pieces were corridor-wide mobility and the treatment of EmX between the two sides of the corridor.

Mayor Lundberg said they wanted to preserve as much land on the north side as possible. She asked if the reason staff had centered the line was in an attempt not to fail a NEPA, rather than how we actually wanted to plan the area.

Mr. Boyatt said in the risk analysis, the disproportional impacts case that could be made was risky enough to center the future project on the center of the existing facility. One key reason NEPA came into being was to keep large public projects from disproportionately impacting one particular group. Staff's recommendation was to avoid that issue.

Councilor Ralston said in looking at the maps, centering the line would now impact both sides. There was no partial impact, it was all total impact. It didn't make sense to even it up on both sides.

Mr. Boyatt said the width shown was 175 feet for NEPA analysis, but some areas would be as much as 25 feet less. The buildings were highlighted to show every possible affect.

Councilor Ralston asked if they were talking about two different plans, one east of Henderson and one west of Henderson.

Mr. Boyatt said there were actually three different widths from the concept project in 2008. The 2008 study recommended deploying the access lanes over two to three blocks rather than throughout the corridor. The parking could be different on both sides of the street. There were no access lanes proposed west of Henderson. In the original concept, there were access lanes on both sides of the street between Henderson and Mississippi Streets; and access lanes on the north with arterial lanes on the south between Glenwood Boulevard and Mississippi Street. Providing too much of an access lane environment would be difficult to market development. They tried to be mindful about having most of the access on the north side of the street. There would potentially be a different type of development

on the north side. As they went through design, they would look at how to avoid as much impact as possible. Staff felt they could time access lane construction with land redevelopment so the viable businesses currently in place could continue to exist until the landowner assembled property to start fresh with redevelopment.

Councilor Brew asked if they had done a cost comparison of purchasing right-of-way on one side, compared to both sides.

Mr. Boyatt said they had not gotten to that point in the process. The key design approach was to miss as much as possible without sacrificing the value of the project.

Community Development Manager John Tamulonis said there wasn't a higher or lower value on either side at this point. Staff had been talking with property owners in the area and some had made adjustments to their property now in order to lessen the impacts in the future. He provided several examples. The businesses understood the possible changes. There would be impacts on both sides considering the width of the road now and the width of any future design.

Councilor Brew said it would seem the north side had a higher value due to the plans for redevelopment on that side.

Mr. Tamulonis noted the value of properties and how owners viewed the value of their properties. Currently, many of the properties were not annexed and did not have adequate infrastructure ready. There was a higher value on the riverfront side, but they needed to accommodate development on both sides to make it a viable place to build.

Mr. Boyatt said both sides of Franklin Boulevard would be valuable as demand grew. It was true that property closer to the river would be more valuable.

Mr. Tamulonis said staff had more discussions with property owners on the north side regarding development than the south side.

Mayor Lundberg said one of the goals was to avoid a full NEPA study. She asked how that could be when all properties were impacted. She understood how the process worked and why a larger area was studied than was needed. There were many options to get what they wanted in the space they had available.

Mr. Boyatt said staff would like to get the CE. There had been movement on the federal side, especially in Map 21, the Federal Reauthorization Bill, to try to streamline NEPA and get projects going that weren't having a significant impact. Staff would like to give it a try. The purpose of Phase 2 was to do enough design to talk to them about the CE. Staff felt it was a good idea to invest on the front end and see if the FHWA and ODOT could be convinced to give the City a CE. According to Map 21, when redeveloping within existing right-of-way, it shall be a CE regardless of noise or traffic impacts. They were balancing doing an easier NEPA process with making sure we had the right facilities to leverage Glenwood redevelopment and into Downtown. Staff felt the quality of the facility was more important to the community than whether we got the easier or more difficult NEPA track.

Ms. Krueger said any work being done was not wasted and could be used with either track.

Mayor Lundberg asked if funds saved by not having to go through a full NEPA process could be used elsewhere.

Mr. Boyatt said yes if everyone in the Metropolitan Planning Committee (MPC) approved because most were STIP-U funds through the MPC. In the past, the other jurisdictions (of the MPC) hadn't questioned each other's use of funds.

Councilor Moore referred to page 8 of Attachment 3 and asked about the bus access only lanes going into the roundabout. It looked like that would create a lot of impact. She asked if those extra lanes would be on all four roundabouts.

Ms. Krueger said staff was working with Lane Transit District (LTD) on the actual locations of the stations. There wouldn't be a station at each roundabout, but perhaps two or three. They hadn't yet identified those locations. The City was looking to have EmX in mixed traffic throughout the corridor because the roundabouts took care of the capacity similar to Pioneer Parkway. Often, the radius at the entrance of the roundabout went far to the left and then came in, leaving quite a bit of unused area. That would likely be the location for a bus stop. In the drawing, there was a bypass lane so one EmX vehicle could be stopped and another EmX vehicle could go around it. They did not need to do it that way, but that was a possibility. Staff would be working with the roundabout expert, Scott Ritchie. This type of roundabout was currently being built in Arizona.

Councilor Moore said it sounded like it wouldn't have much more impact than a normal intersection. That was correct. It was similar to people entering the Pioneer Parkway roundabout from Wayside Loop.

Councilor Woodrow asked what kind of consideration for pedestrian crossings were included in the NEPA process.

Ms. Krueger said NEPA didn't analyze roundabouts or signals, but rather the impact of the outside lines on properties and businesses. Staff was taking this swatch to look at environmentally, but would not be taking as much as shown in the initial drawing.

Councilor Woodrow said she was concerned about pedestrian crossings and first responders going through roundabouts. In looking at this corridor, they were looking for ease of traffic, but also an environment that encouraged bikes and pedestrians. The mix was interesting and she asked if that was in this process.

Ms. Krueger said the bike and pedestrian element was extremely important to staff. They were working very closely with the roundabout consultant to make sure the pedestrian crossings, whether mid-block or at the roundabouts, were a high priority.

Councilor Woodrow said they were balancing attraction on both sides of Franklin and access to transportation, so they needed to have pedestrian crossing as a high priority.

Mr. Boyatt said standard intersections could have up to 7 lanes to cross. Those were sometimes divided into two crossing sections. The key with roundabouts was that EmX didn't have to be in a designated lane for at least twenty years. Staff's recommendation was to preserve the right-of-way for whatever use was needed in the future.

Ms. Krueger said pedestrians were exposed to traffic less with a roundabout than with a signaled intersection. With a signaled intersection, there would be numerous lanes of traffic to cross, while in a roundabout, there would only be two lanes to cross at a time.

Councilor Woodrow said two lanes in a roundabout could be as scary as multiple lanes at a signaled crossing. It was important to consider pedestrian crossing when designing the roundabout, and should be a major part of the design.

Ms. Krueger said a lot had been learned from the Hayden Bridge/Pioneer Parkway roundabout. There were things that could be done and ways to slow down traffic even more. Each roundabout had to be looked at individually as they each would have different solutions.

Councilor Moore noted that the crosswalks were farther back from the roundabout in the proposal which looked better.

Ms. Krueger said one of the good things about having four roundabouts closer together was that it kept traffic at a slower speed.

Mr. Boyatt said although the speed was slower, the mobility was higher.

Councilor Moore said while travelling in England they experienced many roundabouts. They found that they did slow down the traffic, but were also very efficient in moving traffic.

Mr. Boyatt said they were having better driver response with the pedestrian flashing lights at the Hayden Bridge/Pioneer Parkway roundabout.

Councilor Brew said in Ireland roundabouts outnumbered signaled intersections at least 5 to 1. They were all shared with vehicles, bikes and pedestrians. He did note that they did not have a lot of landscaping in the center, providing better visibility for pedestrians to see the cars coming into the roundabout. He understood that some landscaping did provide site protection for oncoming traffic, but was a hindrance for pedestrians.

Mayor Lundberg said it was a learning process especially for bike and pedestrian traffic.

Mr. Boyatt said there were high speed facilities on either side of the Hayden Bridge/Pioneer Parkway roundabout which did make it more difficult. There would be slower speeds on the Franklin Boulevard corridor which would make a better blend for bikes, pedestrians, cars and trucks. The more vehicles there were in the roundabout at any given time and the more pedestrians that were crossing, caused traffic to slow down, making it safer. Behaviors changed over time as facilities changed. It did take time for people to adjust. The number of vehicles and pedestrians would be increasing, so staff would look at that in the design process. The City had received a lot of feedback from the Hayden Bridge/Pioneer Parkway roundabout so it was continually evolving.

Councilor Ralston said as a driver he didn’t want to slow down through that area. Slowing it down too much would cause issues.

Mr. Boyatt said he agreed. The travel speed would be slower, but traffic could get through there faster.

Councilor Moore asked about crossing in other places.

Ms. Krueger said staff had not started that process, but would bring it to Council when they got to that point. The Phase 2 scope was currently in the review process. Once that was determined, they would begin sketching things out such as the roundabout and crossing locations.

Councilor Moore said they had heard from citizens that anything would help regarding crossing Franklin Boulevard.

Mr. Boyatt said they were scoping Phase 2. The direction they were headed was to look at roundabout intersections, EmX stationing at roundabouts and shifting the alignment to the center. Assuming they went forward with Phase 2 and before submitting to the FHWA, staff would come back with what they had sketched to get Council input.

Mayor Lundberg asked if they would look at the actual widths after the NEPA process.

Ms. Krueger said staff would first sketch the cross section which would show the detail of the widths, the roundabout impacts and the stations. Then staff would come back to Council before going to the FHWA asking for the classification.

Mr. Boyatt said following the classification, the public process would be started.

Councilor Brew said it sounded like they would be going to the FHWA with a larger area understanding the final area would be smaller at some locations.

Ms. Krueger said it was a lot less costly to analyze the larger swatch and then design the preferred area within that envelope rather than not analyzing enough area and having to go back through the full NEPA process for those areas.

Mayor Lundberg said Council was fine with them going forward. This would be the corridor that was the key to the entire urban area and was a model for what they hoped for in this area.

Mr. Boyatt said they were blessed with an environment that wanted to reinvest and remake itself.

ADJOURNMENT

The meeting was adjourned at 6:48 p.m.

Minutes Recorder – Amy Sowa

_____
Christine L. Lundberg
Mayor

Attest:

_____
Amy Sowa
City Recorder

City of Springfield
Regular Meeting

MINUTES OF THE REGULAR MEETING OF
THE SPRINGFIELD CITY COUNCIL HELD
MONDAY, APRIL 15, 2013

The City of Springfield Council met in regular session in the Council Chambers, 225 Fifth Street, Springfield, Oregon, on Monday, April 15, 2013 at 7:00 p.m., with Mayor Lundberg presiding.

ATTENDANCE

Present were Mayor Lundberg and Councilors VanGordon, Wylie, Moore, Ralston, Woodrow and Brew. Also present were City Manager Gino Grimaldi, Assistant City Manager Jeff Towery, City Attorney Matthew Cox, City Recorder Amy Sowa and members of the staff.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Lundberg.

SPRINGFIELD UPBEAT

1. El Dia De Los Ninos/El Dia De Los Libros Proclamation.

Mayor Lundberg read from the proclamation which acknowledged the importance of reading and education for our children. She presented the proclamation to Library Latino Liaison Kristen Curé. Library Director Rob Everett distributed El Dia De Los Ninos buttons to the Mayor and Council.

2. Metropolitan Wastewater Management Commission (MWMC) Project Recognition.

Rachael Chilton introduced John Simpson, Eugene Water and Electric Board (EWEB) Commission President, who made the presentation.

Mr. Simpson came forward with a plaque to present to Councilor Marilee Woodrow as Council liaison and current President of MWMC. The plaque was being presented in recognition for the substantial energy savings achieved at the Water Pollution Control Facility and for MWMC's commitment to intergovernmental partnerships and innovative business practices.

He noted that a combination of advanced technology, strong partnerships and hard work by staff had resulted in significant energy management benefits at the regional wastewater treatment plant. The new design also allowed the treatment plant to manage its electrical demand to decrease load during peak power periods and grid emergencies. Decreasing peak demand saved electrical customers energy because it lessened the need to purchase higher-priced "peak" power.

The design and construction of the new blower project was originally estimated to cost $1.4M; however, because staff at the facility participated in the design and installation, the majority of the work was done internally and they were able to reduce the initial capital expenditure by 35%. Annual operating energy savings realized by this project were estimated to be 2 Million kilowatt hours, which was enough energy to power about 100 homes each year.

Ms. Woodrow said over the years major improvements resulted in the opportunity to replace one of the original blowers with the high efficiency single-stage blower, the latest generation of the

frictionless air bearings and high-efficiency variable frequency drive on the new 750-horsepower engine resulted in significant energy savings. She commended the staff and MWMC Commissioners for working extra hard during the fall and winter holiday season to complete the blower installation on schedule. Despite a tight timeline that required a lot of work done in December, the installation of the new blower inlet discharge piping and the transformer switchboard and active filter were completed as planned, with the start up of the blower taking place on January 14, 2013.

There were ongoing efforts by MWMC and the City of Springfield to create value from what most people considered waste – for example, using the methane produced through wastewater treatment to co-generate enough electricity to meet much of the treatment plant's energy needs. Personally, she appreciated her role as a commissioner on MWMC and as this year's President. She continued to be engaged by both the entire wastewater treatment operation and the cooperation among the principles themselves. She had learned so much that she didn't realize she didn't know. Everyone involved in the collaboration, the respectful cooperation, the discussions and the decision making process on the Commission were to be commended. It was very effective.

3. Introduction of Deputy Director of Development and Public Works, Anette Spickard.

Development and Public Works Director Len Goodwin introduced Anette Spickard who had recently been appointed to the new position of Deputy Director of Development and Public Works. Ms. Spickard had formerly served as the Lane County Assessor. Staff was very happy to have Ms. Spickard join the department and what this meant for the future of the department and the City.

Mayor Lundberg welcomed Ms. Spickard to the City of Springfield.

CONSENT CALENDAR

1. Claims

    a. Approval of March 2013, Disbursements for Approval

2. Minutes

    a. April 1, 2013 – Work Session
    b. April 1, 2013 – Regular Meeting

3. Resolutions

4. Ordinances

    a. ORDINANCE NO. 6292 – AN ORDINANCE AMENDING THE SPRINGFIELD DEVELOPMENT CODE SECTION 4.3-145—WIRELESS TELECOMMUNICATIONS SYSTEMS FACILITIES; AND CERTAIN TERMS FOUND IN SECTION 6.1-110—MEANING OF SPECIFIC WORDS AND TERMS, WHICH APPLY TO WIRELESS TELECOMMUNICATIONS SYSTEMS FACILITIES; ADOPTING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

5. Other Routine Matters

   a. Liquor License Application for Willie's Lebanese/Northwest Cuisine, Located at 400 International Way, Springfield, Oregon.
   b. Liquor License Application for Buffalo Wild Wings Grill & Bar, Located at 2770 Gateway Street, Springfield, Oregon.

IT WAS MOVED BY COUNCILOR WYLIE WITH A SECOND BY COUNCILOR WOODROW TO APPROVE THE CONSENT CALENDAR WITH CHECKS NO. 120312, 120670 AND 120811 FROM THE MARCH DISBURSEMENTS REMOVED. THE MOTION PASSED WITH A VOTE OF 6 FOR AND 0 AGAINST.

ITEMS REMOVED

1. a. Checks No. 120312, 120670 and 120811 from the March 2013 Disbursements.

Councilor VanGordon recused himself from this item as the checks were to his employer, United Parcel Service (UPS) and he had a conflict of interest.

IT WAS MOVED BY COUNCILOR WYLIE WITH A SECOND BY COUNCILOR WOODROW TO APPROVE CHECKS NO. 120312, 120670 AND 120811 FROM THE MARCH 2013 DISBURSEMENTS. THE MOTION PASSED WITH A VOTE OF 5 FOR AND 0 AGAINST (1 ABSTENTION – VANGORDON).

PUBLIC HEARINGS - Please limit comments to 3 minutes. Request to speak cards are available at both entrances. Please present cards to City Recorder. Speakers may not yield their time to others.

1. Fiscal Year 2013-2014 Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) Recommended Funding Allocations.

Housing Manager Kevin Ko presented the staff report on this item. The Springfield Community Development Advisory Committee (CDAC) reviewed six proposals and prepared CDBG and HOME funding recommendations for the FY2013-2014 program year. The recommendations were being forwarded to the City Council for consideration and approval. The CDAC's funding recommendations were consistent with Springfield's local funding priorities and identified community development needs as documented in the 2010 Eugene-Springfield Consolidated Plan.

The City of Springfield would be receiving approximately $429,897 of CDBG funds and $279,910 of HOME Investment Partnerships Program funds for the fiscal year beginning July 1, 2013 and ending June 30, 2014 (FY2013-14). This was a 5% reduction from last year in both funding categories. These amounts, and approximately $102,000 of previously unallocated funds, were available.

Mr. Ko said that despite the decrease in funding, the City had been getting good projects from these funds. This year, they had received some very good applications, making selection difficult as there were more projects than funding. He explained the process of the CDAC.

Mayor Lundberg opened the public hearing.

1. Tom Mulhern, Executive Director of Catholic Community Services (CCS) of Lane County, Springfield, OR. Mr. Mulhern said the CCS was on the list of potential fundees and he wanted to thank the Council for this process. They recognized there were not enough funds to fully fund all of the requests and appreciated the recommendation to fund half of their request. At that level of support, it would make a big difference to the overall success of the project if the funding could be provided as a grant rather than a loan as was recommended. The $35,000 requested was the public parking lot portion of a larger ($165,000) project to renovate the public service areas at the Springfield Community Center, a project they were actively raising funds for at this time. He hoped the Council would consider converting their allocation from a loan to a grant.

2. Leda Hermeiz, F.I.R.S.T., Springfield, OR. Ms. Hermeiz said she was a "Hatchling" at NEDCO. She had been a resident of Springfield since April 2010. At that time, she was looking for things to get involved with and found the Springfield Farmer's Market. She began writing in their Market Newsletter, then heard about their program for new businesses. After attending the Open House, which later became the first "Hatch", she was sold on the concept of a Springfield business incubator and how it could help start her business. She submitted a business plan for a consulting business that helped food businesses go green. Hatch had offered that support to her in a number of helpful ways such as offering her low-cost office space that included utilities and internet use, positive and supportive staff, tools and information she needed, and organized business peer support. Because they were so linked into the community, they had also helped her network with other business owners and the Chamber of Commerce. One of the biggest hurdles was introducing the concept of her business to the public and she still had a lot to learn. She was very excited about the new framework that was being introduced allowing hatchlings to choose the level of assistance needed. The City of Springfield was in a unique place. There was a lot of energy coming our way and we had an opportunity that appealed to families wanting to live safer, healthier, happier lives in a small town atmosphere. She appreciated Council considering funding for Sprout and Hatch.

3. Stuart Phillips, Red Wagon Creamery, Eugene, OR. Mr. Phillips said he and his wife made artisan ice cream from scratch and sold it at a variety of places including the Springfield Market. Everyone knew the health benefits from buying and eating local organic foods. He was speaking in support of funding for SPROUT to do some landscaping of the outside of the market and asked them to consider the monetary benefits that came from a Farmer's Market. He and wife had made two jobs for themselves by buying locally and had been able to hire another person. They were also looking at opening another store in Eugene and hiring 4 more people. All of the dollars that went into something like SPROUT were dollars that multiplied and went into the full community. Something as small as making the new SPROUT more attractive to bring people in was going to be money well spent.

4. Roberto Peralta, Springfield, OR. Mr. Peralta said he had lived in Springfield for six years. He formerly worked as a sales person and then lost his job in 2012. At that time, he decided to start his own business. Although he was a good sales person, it was very difficult to decide how to manage his business. A friend told him about NEDCO and he started the Hatch Program. Now he felt the confidence to speak in front of the Council and manage his own business. He had been in business for five months and had three accounts. Through the program he learned that he needed more cash flow so sold his cars. He was sure he would succeed in his cleaning business and sharing profits with his employees. The Hatch Program and NEDCO had helped him achieve his goals.

5. Clair Seguin, Executive Director of NEDCO, Springfield, OR. Ms. Seguin thanked the Council for all they had done for SPROUT since they started. There were two projects they needed to complete at SPROUT: the elevator, which they believed they had funding for; and the outside space so they could expand the market to an outdoor venue. She distributed a document showing the landscaping they were hoping to put in with the funding requested through CDBG. The regular season would start in May and they hoped to have some good hardscaping and landscaping done in order to maximize the outdoor space to get the highest number of vendors in a good traffic pattern. They knew the crowds would be big based on the large numbers they had experienced over the winter. During the winter marketplace, they had seen over 14,000 people. They had room for 35 to 45 vendors this summer on the site as laid out. The hardscape and landscaping components would be very beneficial for all of the vendors. They felt the economic impacts from the market were becoming very clear. Jobs were being created and reinvestment in other businesses was occurring. They saw that people that shopped at the market also shopped at other businesses downtown. The support for the landscape project would be very helpful to maximize everything they could get out of the site to help the business community and downtown.

6. Shelley Turner, Vice President of Springfield/Eugene Habitat for Humanity. She was speaking in support of Habitat's HOME grant proposal supporting their new R Street seven house development in Springfield. Their purpose was to aid in the elimination of substandard and poverty housing in the community. They accomplished this by building homes in partnership with families in their service area whose incomes were between 30-60% of the area median income adjusted for family size. Habitat built basic, decent and affordable homes using mostly volunteer labor, including the partner families with a substantial amount of materials, supplies and professional services donated by local and national businesses. In addition to the 500 hours of volunteer labor contributed by the partner family, the families purchase the homes through a 0% interest mortgage. Of the forty-eight homes built in the area and more than 20 years of service in the community, there had been zero foreclosures to date. Through their HOME grant proposal, they were asking for funds to help ready the building sites for construction, utility infrastructures from water mitigation, interior streets, sidewalks, access, general site preparation and related activity. The HOME funds would help leverage additional dollars to complete the project. They were awaiting final word on a major foundation grant that would complement the city HOME grant funds in preparing the building site. Habitat already owned the property and had initiated planning activities for the subdivision, including a design charette, which was providing valuable insights into the subdivision development. They appreciated the great support received in the past for many projects including the Meyer Estates development at 49th and K Streets, and consideration of their request.

7. Don Griffin, Executive Director, Springfield/Eugene Habitat for Humanity. Mr. Griffin said their office was in Eugene, but he was a Springfield resident. They were excited by Council's consideration of their proposal for HOME grant funds for the R Street development. That development was one that would bring seven new homes to the Springfield area for low income families who worked in partnership with the volunteers and staff and funders to make their affordable housing possible. Habitat for Humanity brought together people who wanted to share in the betterment of the community. People who wanted to help sponsor the homes came to give back to the community, to provide their funds to help build these affordable homes. People who wanted to live a dream they thought they could never fulfill, one that would bring them stability in their homes, stability in their lives and could transform their lives and the lives of their children. They had heard from people that did scholarship interviews for a major foundation how Habitat housing had benefited their development as a student over the years and helped them be able to

attend college. During their fundraising breakfast next week they would be hearing from a Habitat homeowner who would be sharing their story about the successes of being a Habitat homeowner for her family and her children. He thanked the Council for their consideration for the proposal for the R Street development and said they were excited about the potential to bring more affordable housing to families in the Springfield area.

8. Betsy Hunter, Real Estate Development Director with Housing and Community Services Agency (HACSA), Springfield and Eugene. Ms. Hunter introduced Richard Herman, Executive Director for Metropolitan Affordable Housing. She said they were here to speak on behalf of Glenwood Place, their proposal for a major development in Glenwood with 150 affordable apartments with commercial space along Franklin Boulevard. They were confident this development would have a major impact on Franklin Boulevard and the redevelopment of Glenwood. Council support for this project was extremely important. The next step in the project was to take it to the State for permanent financing and tax credits. The State was looking closely at how local communities were prioritizing projects and providing financial support for development. She thanked them for their consideration of their proposal.

9. Judy Harold, Community Development Advisory Committee (CDAC) member, Springfield, OR. Ms. Harold said she felt it was very important to have a CDAC member attend the Council meeting when these projects were discussed. She appreciated the opportunity to work with the CDAC, Mayor Lundberg and city staff Kevin Ko and Penny Olsen. The CDAC members studied the grants thoroughly, listened to the presentations and questioned the representatives of the applicants during the public hearing. Intense discussions between the CDAC members took place. It was very difficult to make decisions when the needs were so great and the funds were so limited. The CDAC was in agreement with the priorities set by the City Council's One-Year Action Plan and agreed that increasing the supply of affordable housing was the highest priority. Currently, affordable housing was severely limited in our community. With her work in the community regarding homelessness, she had learned affordable housing was critical for stability in families' lives. She was here to answer any questions if needed.

10. Sarai Johnson, NEDCO Hatch Program. Ms. Johnson distributed a flyer regarding the Hatch Program. Ms. Johnson said she was here to urge the Council to support the CDAC's recommendation to fund NEDCO's Hatch Business Incubator Program. The program was started in 2011 with support from CDBG funds through the City Council. During the two years they had been operating, they had served a large number of new entrepreneurs and start-up businesses get on their feet. This program was a very unique approach to small business development that focused on a large number of different strategies to help businesses become stable, including the use of incubator space as well as the full selection of service items. The program used financial well-being and personal financial management as a foundation to help entrepreneurs become more financially stable. In addition, they took a community economic development stance with the business development by helping the businesses they served reinvest in their own communities. The program also leveraged their wide array of asset building services where individuals and the community could have access to financial resources and affordable capital through Community Lending Works. This program generated economic activity and also supported a lot of Springfield businesses who wanted their business to be successful in Springfield and who contributed to the economy through creation of jobs and economic activity. Hatch fees were designed to help cover the cost of the program. The request before Council was to support low-income entrepreneurs who met the qualification of being at or below 80% of the area media income. The program was a great way for low-income people to launch a business and bring additional income into their household.

They were counting on the City of Springfield's support for this program and they appreciated their past support.

Mayor Lundberg closed the public hearing.

Councilor Ralston said he appreciated the amount of work that went into these applications. With reduced funds this was more difficult. He asked what difference it might make in the funding if they changed the Catholic Community Services (CCS) allocation from a loan to a grant.

Mr. Ko said they were trying to re-coup some of the funds knowing it would be awhile before CDBG rebounded. Repaying the loan wouldn't impact them for the next four or five years as they could be quite flexible in deferring the loan payments. The more critical question was regarding the process. When the applicants were brought in some were presented as loans and some as grants. The ones that were loans were brought to the front by the CDAC, not given a priority, but to note that those projects were asking for a loan and could deserve additional consideration. Whether changing that mid-stream skewed the application process and made the process less valid was up to Council to consider.

Councilor Ralston said a business could build income in order to pay off a loan, but CCS was a non-profit and didn't have a lot of income. He leaned more toward a grant for those situations.

Councilor Moore said she had a similar question. She asked if CCS originally applied for a loan. Yes. She asked if there had been a consideration by the CDAC to change it to a grant.

Mr. Ko said that discussion did not come up during the meeting. It was proposed as a loan and considered as a loan when the CDAC made its recommendation.

Councilor VanGordon asked if the City had converted NEDCO's loan to a grant last year, using a standard base framework and asking them to meet some benchmarks.

Mr. Ko said that was correct. There was an alternative for a forgivable loan if certain criterion was met above and beyond what was in the application.

Councilor VanGordon asked if this project would fit into that type of framework.

Mr. Ko said they did have a lot of flexibility and he would be willing to discuss that with CCS to see if there was something additional they could offer.

Councilor VanGordon said he would be comfortable looking at that option. He suggested Council have a discussion at some point regarding this issue from a policy perspective as CDBG funds continued to decrease. In this specific case and given what CCS was trying to accomplish, he felt a framework with benchmarks would be an acceptable solution.

Councilor Woodrow agreed. She wasn't sure what they could do tonight.

Mr. Ko said if Council gave him direction on how they wanted to proceed, he could negotiate with CCS and reflect the agreement in the One-Year Action Plan on May 6.

Councilor Wylie said in the future she would like to see a policy or procedure for changing an applicant's designation from loan to grant that would go through the CDAC before coming to the Council.

Councilor Brew said he would vote with the rest of the Council, but was not comfortable changing policy mid-stream so would like a policy for next year.

Mayor Lundberg said she had served on the CDAC for years and seen years when they didn't have enough money for all of the requests and a few years when they had enough. They had changed from having a downtown set aside, yet many of the projects were in the downtown this year. Everyone that applied this year was more than worthy of getting all of the funds they requested, and would have difficulty coming up with additional funds. They might be looking for other resources and funding. She thanked the CDAC for going through a very difficult process and for all the applicants. She thanked Mr. Ko for making sure the projects were as whole as possible. She agreed there should be a policy regarding this type of request. The CDAC should have the opportunity to make the decision on any adjustments.

IT WAS MOVED BY COUNCILOR WYLIE WITH A SECOND BY COUNCILOR WOODROW TO ADOPT THE FY2013-2014 FUNDING ALLOCATIONS AS SHOWN ON ATTACHMENT 2 WITH A MODIFICATION REGARDING CHANGING THE CATHOLIC COMMUNITY SERVICES (CCS) AMOUNT OF FUNDS FROM $17,500 AS A LOAN TO $17,500 AS A GRANT, AND ASKING STAFF TO NEGOTIATE BENCHMARKS WITH CCS. THE MOTION PASSED WITH A VOTE OF 6 FOR AND 0 AGAINST.

BUSINESS FROM THE AUDIENCE

1. Curtiss Greer, Springfield, OR. Mr. Greer referred to documents that were included in the Council agenda packet regarding health problems (from feral cats) which he had submitted last week. There was an easy way to help remove the problem before it became a large issue. It would give the necessary authority to correct the problem to remove two words after "bees" in City Code Section 5.041(2). This would bring the City in line with State health rules.

   Mayor Lundberg noted there was a Council subcommittee that was working very hard on all of the issues surrounding animal control.

2. Mary Davidson, Springfield Shelter Rights Alliance (SSRA) Activist, Springfield, OR. Ms. Davidson said SSRA existed to improve conditions for people who were homeless or at risk of homelessness. SSRA was currently working with City staff to make Conestoga Huts available as a part of St. Vincent DePaul's parking program. Many of the Council had talked with the SSRA and been out to the community supported shelter location where the huts originated. She thanked them for that and noted that their construction was a community effort. The SSRA volunteers were charged to find sites for the huts on church property or industrial sites within Springfield. Three huts had been donated for use by Springfield residents who currently had no address. She was here to let the Council know of their efforts and to ask for their help in locating industrial businesses and churches that would be willing to work with them to find a temporary home and purpose for these responsible individuals who were working to get back into jobs and permanent housing. They had three huts available at no cost and several candidates who wanted to live in the huts, contributing to the community by watching out for the property, helping to keep it tidy, doing light yard work or in other ways as agreed upon by

the site host. They needed properties with room enough for the placement of a hut. St Vincent DePaul managed the program and worked with the resident and business or faith community to be sure it was a good match. They arranged for portable toilets and garbage collection for the hut resident. The role of the Mayor and Council had provided them with the opportunity to know many people in our community. She asked that they share names of people – business people and people connected to faith based communities – that had sites that could be used. Being able to use the Mayor and Councilors' names when approaching those people would be very helpful. She said she would remain after the meeting to collect names from the Mayor and Council, or could be reached by phone. Shelter was a human right and there were currently hundreds of our neighbors in Springfield who had no safe, legal place to stay.

Councilor Ralston asked if the huts were considered a permanent structure or movable.

Ms. Davidson said they were movable.

Mayor Lundberg said they needed a partnership in finding locations.

COUNCIL RESPONSE

CORRESPONDENCE AND PETITIONS

1. Correspondence from Curtiss Greer, Springfield, Oregon, Regarding Disease Spread by Feral Cats.

   IT WAS MOVED BY COUNCILOR WYLIE WITH A SECOND BY COUNCILOR WOODROW TO ACCEPT FOR FILING THE CORRESPONDENCE. THE MOTION PASSED WITH A VOTE OF 6 FOR AND 0 AGAINST.

BIDS

ORDINANCES

BUSINESS FROM THE CITY COUNCIL

1. Committee Appointments

2. Business from Council

   a. Committee Reports

      1. Councilor Brew said while in Ireland, he attended a City Council meeting on April 5 in Limerick, Ireland. Limerick was a city of about 60,000 next to a major university, located next to a major river, with a lot in common with Springfield; however their meeting was a very different experience. They had 17 members on their Council, plus the Mayor. They were elected by political party and there were four major parties in Ireland. It was very interesting to watch their meeting. The meeting he attended had eight items on the agenda and the first item took one and a half hours because each person would stand up to make a 5-10 minute speech blaming the other parties. They made him feel very welcome, but it

was a different experience and very partisan. He was glad he had the opportunity to attend.

2. Councilor Moore expressed her thanks to Laurie Treager and NEDCO who invited her to participate in the Meyer Memorial Trust Community Food Systems 2013 Convening in Corvallis last week. She learned a lot about local food production and would prepare a report to provide to the Council. She was very impressed to hear about all of the things going on in Lane County, particularly by SPROUT and NEDCO.

3. Mayor Lundberg travelled to Washington DC last week for the United Front trip along with representatives from Willamalane Parks and Recreation, Lane Transit District (LTD), the Springfield School District, Lane County and the City of Eugene. They all went back and advocated for projects in the region and talked with congress people and with departments. Senator Merkley made special note to his staff that CDBG funds continued to get cut, but that they provided so much for our community, not only for housing but for senior and disabled services. They also met with the Economic Development Department and learned they had technical assistance and funding to help development with marketing plans. She felt the City's Refinement Plan and Downtown Plan could use a marketing plan.

b. Other Business.

BUSINESS FROM THE CITY MANAGER

BUSINESS FROM THE CITY ATTORNEY

ADJOURNMENT

The meeting was adjourned 7:58 p.m.

Minutes Recorder Amy Sowa

_____
Christine L. Lundberg
Mayor

Attest:

_____
City Recorder

City of Springfield
Work Session Meeting

MINUTES OF THE WORK SESSION MEETING OF
THE SPRINGFIELD CITY COUNCIL HELD
MONDAY, APRIL 22, 2013

The City of Springfield Council met in a work session in the Jesse Maine Meeting Room, 225 Fifth Street, Springfield, Oregon, on Monday, April 22, 2013 at 5:30 p.m., with Mayor Lundberg presiding.

ATTENDANCE

Present were Mayor Lundberg and Councilors VanGordon, Wylie, Moore, Ralston, Woodrow and Brew. Also present were City Manager Gino Grimaldi, Assistant City Manager Jeff Towery, City Attorney Matthew Cox, City Recorder Amy Sowa and members of the staff.

1. Downtown District Urban Design Plan and Implementation Strategy Recap and Update.

Management Analyst Courtney Griesel presented the staff report on this item. In the three years since the *Downtown District Urban Design Plan and Implementation Strategy* adoption (2010), staff had worked to progress key Plan recommendations and projects. At this time, staff would like to revisit the Plan and recommendations with Council to recap its strategy and development concepts for new members, provide progress updates and confirm that the Plan recommended activities were still in line with Council priorities.

The 2010 *Downtown District Urban Design Plan and Implementation Strategy* identified several key fundamental concepts integral to the revitalization of downtown. These projects had served as the priority Downtown activities for focusing the use of urban renewal resources and staff time;

- Acquisition and Development of Mill Plaza
- Conversion of Main Street from One-Way to Two-Way Circulation
- Public Parking Infrastructure Development
- Policy & Regulatory Updates
- Economic Development & Planning Efforts

Other staff integral to the listed catalytic projects and key concepts were present to provide insight during the presentation.

Ms. Griesel presented a power point on this topic. Tonight she would be reviewing the Downtown Urban Design Plan & Implementation Strategy from the beginning to date. There had been a lot of change on the Council since starting this process. Staff had been moving through the implementation tasks so now was a good time to go over those priorities. She noted the topics she would be highlighting during this work session.

Ms. Griesel said the planning process started in 2009 and the Council adopted the Vision Plan in September 2010. Five Citizen Advisory Committee (CAC) meetings were held as well as two stakeholder meetings. Technical staff met and a Parking Stakeholder meeting was also held. In July 2010 a letter was drafted by the CAC with unanimous support for the Plan, which was then adopted by the City Council in September 2010. Staff had made no amendments to the Plan since that time. The ultimate goal was to create a plan and strategy that focused on Downtown's core and revitalization of the core, to find the core and find the right uses and mixes in the core. There was also a list of community development objectives for the Plan such as identifying uses for retail and entertainment,

things that would draw people into the downtown, look at underutilized sites to revitalize them and increase density, and create standards and guidelines for development. When first looking at Downtown and Glenwood, staff worked with the consultant to determine existing constraints as well as opportunities. Often the things identified as constraints were actually locations for opportunities. She provided several examples. She referred to a map showing the Vision Study Area which included both Downtown and Glenwood. Staff felt they couldn't look at downtown without looking at the greater Glenwood area. She noted that this work was a precursor to the Glenwood Refinement Plan. Crandall Arambula did help staff develop images that were slightly different from the Glenwood Refinement Plan images, but it did help set a tone for that work.

Ms. Griesel referred to a map of the Vision Study Area that highlighted a Retail Hot Spot. The Retail Hot Spot didn't have to be at the location shown on the map, but rather downtown as a whole became the retail hot spot. The focus was to grow the retail in downtown and the area currently considered downtown, especially towards the river. When thinking about downtown retail, they were looking at about 150, 000 square feet, but in Glenwood only about 50,000 square feet. Some of the things that helped make retail successful included access, a friendly and safe environment, and presented in an attractive manner. In designing retail, the size of a traditional mall (¼ to ½ miles in length) was used as a model. She identified how that would fit in downtown from the Mill Plaza site to 7th Street. When thinking about a retail hot spot in downtown, that area encompassed a lot of downtown. Towards the river was the logical place Crandall Arambula pointed out to staff. Glenwood was more of a mixed-use district with focus on housing, while downtown was a retail district. They wanted to encourage visitors to come into downtown to shop and eat. There was employment in both districts. She quickly reviewed the land uses in downtown. She noted different types of parking to support this type of retail and office uses such as surface parking and parking structures. There were areas for employment use around the plaza above the ground floor. There were also government facilities, Arts and Cultural sites and ancillary housing.

Ms. Griesel said the plaza alone would not bring in revitalization, but was one key piece of a larger strategy. The plaza was in the Downtown Refinement Plan from the 1980's and was originally identified in the City Hall parking lot. When working with the consultant, they asked for some founding principles for locating the plaza. The consultant suggested moving the plaza site because the original site was not large enough and didn't have the auto and pedestrian visibility needed to support the catalytic retail that needed to develop. She referred to early drawings showing the proposed Mill Plaza site. Some of the fundamental building blocks that made a plaza successful included: placing the plaza in the center of the City Urban Area (defined as between Glenwood and Downtown); having the plaza at a crossroads for all modes of travel; being surrounded by buildings with active ground floor retail uses; being a place for all ages, season, and hours of the day; including a large paved area for holding public events; and having a simple and elegant design. She displayed photos of successful plaza in other cities.

Ms. Griesel said during this process, they had learned valuable lessons from other communities that had built a downtown plaza. It required public private partnerships and the private market needed incentives. A master site developer could be key and vision plans needed to be flexible. There needed to be clarity on the timeline of expectations, although sometimes the sequence was more important than the number of years.

Ms. Griesel noted that the City was currently looking to purchase property in the proposed Mill Plaza location. This would be the first acquisition of the plaza block.

Ms. Griesel spoke regarding a two-way Main Street which was also recommended in the Downtown Plan. The goal in doing that was to improve visibility and access to business along Main Street, calm traffic and increase pedestrian safety, and decrease ambient noise levels. The cost of doing a conversion was cost prohibitive, but the reasons behind a conversion were still key. There were other ways those needs could be met in the meantime, none of which would preclude a future two-way conversion. Some of those near-term projects could include pedestrian scale lighting, improving pedestrian crossing treatments, looking at a demonstration project in a specific block area, retiming current signals to slow traffic, and assessing South A Street to look at improvements. Staff had been working with the Main Street Organization and committees to determine where a demonstration block could occur and the needs and desires of the downtown community. Staff was assigned to a demonstration block estimate project with a goal of putting together cost estimates for the lighting and other treatments. The next step would be to bring those ideas to the Council and the community. Staff was also working on retiming of the lights and how that might look.

Ms. Griesel spoke regarding public parking in downtown. The logic for public parking downtown pointed to a specific study done by Rick Williams. Enforcement needed to begin in order to generate turnovers to support retail. Infrastructure needed to be looked at from both a short-term and long-term perspective of users, and investments for parking needed to be considered. There were also recommendations for on-street parking reconfiguration in order to get more spaces in the inventory. One of the key recommendations was to identify a specific lot that would start as surface parking and later convert to a structured facility. For the purpose of the Plan, the location identified was the current site of the Springfield Utility Board building. Because this was a 20-year plan, they could look at opportunities in and around that location for parking. She noted that several things had already started regarding the parking in downtown. Zones had been identified to accommodate different types of parking users, much of the old parking signage had been removed and new signs would be going up in the next several months. Enforcement could start later this year. The City had not acquired any property or had any discussions regarding property acquisition to date. Parking would be discussed in more detail during an upcoming work session in June.

Ms. Griesel said there would be some amendments to the Springfield Development Code that were identified in the Plan. Also, the Downtown Refinement Plan needed updated and staff was currently working on that along with the CAC. There was also a recommendation in the Plan and a push from the community to engage in some downtown urban design guidelines and street standards. Some of those included what we wanted buildings to look like, how the City could help property owners think about materials and colors and lighting and the general look of their building and façade. All of this was going on at the same time other great things were going on downtown. The NEDCO operated Main Street Organization had great ideas and energy. They were working on a retail strategy and implementation plan including identifying locations and financing incentives. In addition, NEDCO had the small business incentive programs. New business was coming to downtown such as PlankTown, Hatch, SPROUT and others, and existing businesses were seeing growth.

Ms. Griesel reviewed the recommended implementation timeline. Although the time line had not been adhered to, the sequence of events was going along as planned. The next steps included proceeding with the current plan and strategy, changing the implementation and timeline sequence, and re-evaluating the Mill Plaza. Changes to the Plan could impact the City's ability to secure currently available property, would require re-engaging the CAC and public, and would require staff to draft plan amendments for Council review and adoption.

Councilor Ralston asked why the two-way Main Street conversion was listed in the one-year plan if it was not feasible anywhere in the near future.

Ms. Griesel said staff was working on the key principles of the two-way conversion. The key principles (traffic calming, pedestrian safety, ambient noise level, etc) were still the priority and were being addressed by staff in other ways.

Councilor Moore said a number of things had started since this Plan was adopted. The Farmers' Market had started along Main Street and then moved to the area near the fountain. It was great to see kids playing in the fountain and all of the people around at the market. It was like a small mini-plaza happening now. They had now moved the Farmer's Market to SPROUT where it would be mostly indoors, taking away some of what was happening in front of City Hall. This Plan included great ideas but the Mill Plaza seemed so abstract and far away. She asked how they could get something to happen sooner or in the meantime.

Ms. Griesel said they could keep doing what they were doing on the Mill Plaza. The point of Mill Plaza was different than what she described in front of City Hall.

Councilor Moore said she understood the Mill Plaza involved private investment. It would be great if a conference center or hotel could be built there overlooking the river, but she knew that took a major private investment and that was lacking.

Mr. Grimaldi said they could do something in the immediate vicinity of City Hall now. Currently, improvements to the fountain area were being considered. The other item of discussion was what to do about the potential for a new Library. Some of the concepts from the Sustainable Cities Year project included a lot of open space involved in a new Library. Another option to consider was to put a public plaza, which was different from the Mill Plaza idea, in that location instead of the Library.

Councilor Brew said he was sorry to see the two-way conversion shelved. They would have only one chance for a big capital bond in the next 10-15 years. If they went for a bond for the Library, they should look bigger and at something that would solve more of the problems downtown. If it was a good idea, they needed to embrace it and get started.

Ms. Griesel said the two-way conversion was not only cost prohibitive, but also bisected the block between South A and Main Street nearly in half. It was difficult making retail function at such shallow depths. There was the cost, but also the impacts to the properties to accommodate the conversion.

Councilor Brew asked if they looked at making South A a truck route.

Ms. Griesel said they did. In order to get South A Street as a truck route, and to provide enough space for large trucks to turn, they needed five lanes. That cut into the back half of the block south of Main Street. There could be some point in the future when they could find a way to make it work.

Mayor Lundberg said she was here when the Downtown Plan was approved. Based on the timeline, the Plaza should have been constructed in two or three years. That was a pivotal piece of why the Plan made sense as it provided a signature right away, making an impact statement. In reality it was going to take much longer. First the City had to commit to building a plaza and then they needed to find retailers to build around the plaza. She backed off that idea with the idea of what could be done sooner that would be impactful. She clarified that the Community Advisory Committee (CAC) was different from the Main Street Group.

Ms. Griesel said they were different and were tasked with different things in a coordinated effort. Currently, the CAC was much more active than the Main Street organizations.

Mayor Lundberg said we had Refinement Plans for Downtown and Glenwood, but we didn't have a marketing plan. A marketing plan needed to be based on what we wanted and who we were and we didn't have that identified yet. We needed to decide what we wanted our downtown to look like and develop some standards. There was a nice start with PlankTown and other businesses in that block that blended well together. She wanted to look at what could be done in the shorter term. We had more opportunities to look at Main Street and A Street rather than Main and South A Street. SPROUT was going to be expanding and the City Hall steps by the fountain were theater style, creating a good space. In between was property currently owned by the City. Perhaps we could do something in that area that was a signature for downtown, with food carts and use of the kitchen at SPROUT. It could be positive to do something sooner with a smaller price tag that made a public space and could make things happen. People liked being off the Main Street and they should capitalize on the momentum going on in that area that could be done in a shorter timeframe while they continued to work on the longer term plan. She didn't want to displace tenants in the Carter Building now, but the building was aging and would eventually start costing the City. She asked if perhaps the CAC or Main Street Committees could look at how to complement or choose something that could be done in a shorter timeframe.

Mr. Grimaldi asked if the Mayor was referring to using the property owned by the City without any buildings.

Mayor Lundberg said that was correct.

Mr. Grimaldi said staff would need to step back and look at cost estimates, what it might look like and any impact it could have on future plans for the Library.

Mayor Lundberg said she wanted to see what it would look like as a park plaza.

Mr. Grimaldi asked if that concept involved removing the Mill Plaza from the Plan.

Mayor Lundberg said that was farther off. It had been meant to be done almost immediately. To have an initial impact, something should have been done in the first two or three years.

Mr. Grimaldi noted that the economy took a downturn when the Plan was first adopted.

Mayor Lundberg said she understood that so wanted to look at what could be done that would be impactful if they scaled it back.

Councilor Woodrow said she liked the Mayor's idea. She felt doing something in that area with things that already existed would attract growth in the Mill Plaza in the long term.

Ms. Griesel said a key component of the Plan was to increase density of uses, not necessarily of open space. One way was to go up, but there were already empty stores along Main Street that needed to be filled. Government uses were not considered active edges. As they created more open space and non-active areas, they could have issues with the plaza not looking vibrant and healthy. One of the concerns about the location near City Hall was that there was not a lot of primed redevelopment area. The current location included City Hall and other government facilities that would be here for years to come, and abutted residential to the north. They wanted to make sure they built an open space in an

area that could stay vibrant and that could find surrounding properties for continued redevelopment to increase density use. More people needed to be drawn into downtown. Things seemed to be going well and people were coming to the existing businesses, but we didn't want to spread it too thin. It was difficult to be patient waiting for the long-term vision. Staff would try to keep their eye to the future and also look at the immediate.

Councilor Brew said what the Mayor said had merit. He was not confident about the idea of an outdoor plaza in western Oregon. If there was property the City already owned, the cost to convert it to a Plaza may not get in the way of a long term vision. He didn't feel it would cost a lot if they needed to change course later.

Councilor Moore said the Library was very vibrant and brought people downtown. She still wanted to do intermediate things that already celebrated what was currently happening and encourage it to happen more. She asked if there would be room on the Carter Building property for both a new Library and open space.

Mr. Grimaldi said there was potential.

Councilor Moore said she was not sure retail would work in downtown. Springfield was more than just downtown and she wanted to encourage development in all areas.

Councilor Ralston asked about the estimated cost of constructing a plaza at Mill including the purchase of the three buildings and tearing them down.

Community Development Manager John Tamulonis said it was estimated at about $5.1M. It would likely be the front door of a private development, not built on its own. It would be built in conjunction with an anchor tenant.

Ms. Griesel said the estimate of $5.1M was from several years ago and could be closer to $6M now. That cost included construction of the plaza. This conversation was important because staff was looking at acquisition of that middle parcel while maintaining the tenants in that space until ready to acquire the other two properties.

Councilor Ralston said if it was $2M he would be more supportive, but $5.1M or $6M was a high price tag for something that may not be supported until other things were built around it.

Ms. Griesel said they wouldn't build it in hopes of businesses coming. The City would own it and hold it until we had anchor partners.

Councilor Ralston said there was really no other place they could do the plaza without tearing down some buildings.

Mr. Tamulonis said current (rental) costs were .45 to .85 per square foot for some of the buildings downtown. The cost needed to be up to about $1.25 square foot before a building could be built in downtown. The vacancies first needed to be filled in order to get the rents increased. As we came out of the recession, we were seeing some development coming in which they would like to continue. It may take a year or two to fill up the buildings currently in place to get the rent to the right level for new construction. Keeping the interest and excitement going would be part of staff's charge as well as looking at the long-term. It involved patience. The City was offering incentives, but it would take some time to get the empty buildings filled.

Councilor Ralston asked where the empty lot was located where a building had recently been torn down.

Mr. Grimaldi reminded Council that particular parcel was not for sale. The owner did not want to sell, but wanted to build a building. The City did own the land across the street.

Ms. Griesel showed a map with the Carter Building location and the relationship to the Justice Center.

Councilor Wylie said she liked the idea of catering to and encouraging what was currently happening. That along with experimenting with an open space concept could work for awhile. She liked the long term approach, but felt that in the short term they needed to encourage retail, such as filling up the empty spaces. Going with the flow of activity and encouraging new activity was a sound idea and process. She didn't want to change the Plan so much that it was not useful, but the Plan did need to remain flexible to development that was occurring.

Councilor VanGordon said he liked the idea, too, but felt they should have a sound conversation about it in the future. Everything still met the long-term vision of the Plan, but it would be nice to have something now that could be pointed out helping to build more momentum. The Mill Plaza didn't need to be taken out of the Plan. They needed to have a conversation about what to do around City Hall now and then discuss the Plaza further. He asked if there were other locations considered for the Plaza when developing the Plan and how that location was chosen.

Ms. Griesel said that location hit all of the key points. There were also a lot of prime redevelopment properties and concrete areas around that location. That was the primary spot looked at because it met the criteria and was large enough.

Councilor VanGordon said he would like to have a discussion about how the parking lot (Carter property) could be used and what could be done between City Hall and Sprout. There was currently a lot of activity in this area.

Councilor Moore asked who owned the parking lot next to the Carter Building.

Ms. Griesel said the City owned the Carter Building and the parking lot next to it. NEDCO owned the other half of the block. NEDCO would continue to keep their parking lot as a surface parking lot. The idea was to build a Library on the remaining property to maintain a dense block.

Councilor Moore said if the Library was built at that location, it would open up more space in City Hall for some of the tenants currently in the Carter Building that might be displaced.

Ms. Griesel said that was correct. There were also needs for City Hall to expand.

Councilor Moore said if the Library became more of a reality that could contribute to the plaza idea. That could be a good place to focus.

Councilor Brew said if the City bought the parcel at the proposed Mill Plaza site, we had nothing to lose because there were current tenants that would stay on. If later, the City decided the Plaza was not a good idea, it could be sold. If the City had funds and we wouldn't lose money on it, they could still purchase it and also talk about the site across the street for a plaza.

Councilor Woodrow said because the City owned half the block, it wouldn't be a big investment to create an enjoyable plaza at that location. If in the future, they went out for a bond measure for the Library and it was supported by the citizens, it could be done because they wouldn't be investing a lot into a structure. She saw this occurring in steps and the mini-plaza might be an attractive first step which would increase interest in downtown.

Mayor Lundberg said we needed to do something sooner rather than later. She agreed that buying the property at the Mill Plaza site was fine because we would still have an income from it and control over what it became later. Currently there was momentum with NEDCO spreading out towards City Hall and with the upgrade to the fountain area. It would make a statement and create interest if we started doing something now, such as lighting and open space. She talked with Willamalane Superintendent Bob Keefer about working together on something at this site. Springfield was good at piecing together all of the things that needed to happen. The CAC could help create design standards and we could take advantage of the Economic Development Department in Washington DC who could assist with a marketing plan. She asked if they could take a look at what could be done between City Hall and SPROUT.

Mr. Grimaldi said staff could do that and come back with some broad cost estimates. At that time, he would also encourage the Council to look at that investment compared to other investments, such as lighting, and what could provide the most impact. He asked for Council direction on what staff should do regarding the purchase of the building for the Mill Plaza. The opportunity to buy that property may not become available again at this price.

Councilor Moore asked where the funds were coming from for that purchase.

Ms. Griesel said a small amount was from Community Development Block Grant (CDBG) funds, with the remainder from Urban Renewal funds.

Councilor Moore said the Urban Renewal funds might be needed for a mini-plaza across from City Hall.

Finance Director Bob Duey said financing for the Plaza would involve incurring debt for the Urban Renewal Agency by borrowing City funds earmarked for urban renewal. He explained how it was a revolving fund and how it was paid back through tax increment. It would look like a negative cash flow in the short term, but payment to the City could be delayed five to seven years if needed, providing time to decide whether or not to resell the building or pay off the loan. They could finance construction of the plaza over the long term through the Urban Renewal Agency.

Council was fine with the City moving forward with purchase of the property at the Mill Plaza site.

Ms. Griesel said staff would work with the City Manager to start the process of putting together the requested information.

2. City Stormwater Permit and Activities Update – ***Item to be rescheduled for future work session***

3. Regional Wastewater, Local Wastewater, and Local Stormwater User Fees for Fiscal Year 13-14.

Katherine Bishop, Senior Finance Analyst in Environmental Services presented the staff report on this item. User fees for local and regional wastewater and stormwater were reviewed by the Council annually as part of the City's budget development process. Staff was in the process of developing user

fees for consideration by Council later this spring. The Metropolitan Wastewater Management Commission (MWMC) approved a schedule of FY 13-14 regional wastewater user charges on April 12, 2013 and would be forwarding them to the cities of Springfield and Eugene for implementation.

Each year, staff presented proposed user fee rates for local wastewater and stormwater programs to Council. These fees were established to provide adequate revenue to fund operations and maintenance, capital improvement programs, and the debt service payments and bond covenants requirements for the City of Springfield. In addition to the local fees, MWMC developed regional user fee rates to support the Regional Wastewater Program.

Regional Wastewater User Fees
On March 8, 2013, staff presented a preliminary FY 13-14 Budget and Capital Program based on a 3% user fee rate increase to the Commission. On April 12, 2013, MWMC adopted the FY 13-14 regional user fees following a public hearing. The 3% rate increase in FY 13-14 would increase the typical residential customer's monthly bill $0.68. This rate would be forwarded to Springfield and Eugene for implementation.

Local Wastewater User Fees
Last year, Council approved a 4% rate increase, with rate increases projected at 4% annually over the next four years. Based on the 2013 rate analysis, Council was requested to consider the proposed 3% rate increase for FY 13-14. The proposed 3% rate increase in FY 13-14 would increase the typical residential customer's monthly bill $0.60.

Stormwater User Fees
Last year, Council approved a 4% rate increase, with rate increases projected at 4% annually over the next four years. Based on the 2013 rate analysis, the proposed stormwater rates included a 4% increase in FY 13-14. The proposed 4% rate increase in FY 13-14 would increase the typical residential customer's monthly bill $0.49.

Last year during discussion of the rates, Council asked staff to take a closer look at forecast of rates to reduce increases. Staff had done some work on that and would continue to doing that work.

Ms. Bishop noted the Council goals and revenue goals associated with the services and rates. She described the proposed rate changes for local wastewater, stormwater services and regional wastewater services. Stormwater was the smallest share of the customer's bill. She noted that when taking the 3%, 3% and 4% increases for the three fees, the total impact was 3.2% overall.

Ms. Bishop discussed the local wastewater rates. In 2008 the Wastewater Master Plan was adopted and later in 2009 a $22.8M a bond was issued to fund that Plan. That was followed by a 9% increase, with 4% increases annually the subsequent two years. Staff was proposing a 3% rate increase for FY13-14, although last year a 4% increase was forecasted. She noted that a 1% increase generated about $100,000. The reason it was generating that level was due to an increase in flow activity in Springfield. It was unclear whether that trend would continue, so it would be monitored. She identified what that increase would mean for a typical resident. She reviewed the FY12-13 wastewater rate forecast and explained factors that had allowed the increase to be smaller. It was important to have the capital transfers into capital reserves to position the fund to be ready to take on more of a 'pay as you go' financing as opposed to another revenue bond. At the same time, the City needed to maintain a healthy position in the event a bond was required. She reviewed the rate comparison between the City of Springfield and other communities. The figures were based on current rates as of January 2013.

Rate factors for local wastewater rates included: the $22.8M revenue bond repayment; the adopted FY14-18 Capital Improvement Plan; the revised Capital Funding Plan assumptions; and inflation.

Councilor Brew asked how the actual performance of fee revenue had changed the assumptions used when going out for the 2009 revenue bond. It was noted that information had been distributed to the Council while Councilor Brew was on vacation.

Ms. Bishop reviewed the average monthly residential wastewater flows billed. She noted some of the possible reasons for the increase in water use. A chart was displayed showing the proposed FY13-14 wastewater rate and forecast for the next five years. The forecast was much more favorable than what was anticipated last year. She felt that staff was responding to Council's request to keep the increases lower in a conservative manner. Over the next three years, with the proposed forecast, about $11M could still be transferred to capital programs, operating costs could be maintained and the debt coverage ratio could be maintained. She reviewed the essential services provided by these rates, including: scheduled maintenance of the 240 mile wastewater pipe system; maintenance of 17 pump stations; manhole inspection and repair; and high priority rehabilitation projects. Staff did look at other options with lower rate increases. Doing so would negatively impact all of the areas in the revenue goals.

Councilor Moore asked if they were looking at an ongoing rate increase over the next 20 years. She asked if it would ever stabilize.

Ms. Bishop said staff looked out beyond the 5 year forecast and found that there would likely be increases. It was driven by changes in both Federal and State environmental standards, increases to the system treatment and the operations and maintenance to meet the standards. They were able to lower the increases from what was projected last year. Usually utility services didn't track with inflation, but on other factors such as construction costs and materials.

Councilor Moore asked about the projections for regional wastewater.

Ms. Bishop said they had previously forecasted a 4% increase for regional wastewater, but the Commission approved a 3% increase. Over the next few years, it would likely be a 4% increase.

Councilor Moore said her household had doubled what they paid over the last 10 years. She wondered if it was going to double again over the next 20 years.

Mayor Lundberg said it was the one place where they didn't have to pass bond measures. The cost of the facility had been very high and it took SDCs and fees to reimburse the City for that cost. Rates had to be increased to continue to pay for those bonds.

Councilor Moore said she would like to see if there was somewhere on the bill that they could explain the different fees (local and regional) that were separate. It was very discouraging and although the increases were small, they continued to add up.

Councilor Woodrow said MWMC was in the process of creating an educational component. The City didn't have control over the federal requirements on certain things related to wastewater. It raised costs to meet those standards.

Ms. Bishop reviewed the local stormwater timeline. In 2008, the Local Stormwater Master Plan was adopted and a $10M bond was issued in October 2010 to pay for that Plan. Rates were increased 15%

in FY10-11. That was followed by a 3% increase in FY11-12 and a 4% increase in FY12-13. Staff was proposing a 4% rate increase for FY13-14 which what was forecast last year. She noted that a 1% increase generated about $57,000. Rate factors that affected the local stormwater rates included: the $10M revenue bond; the adopted FY14-18 Capital Improvement Plan; increased operations and maintenance and the stormwater rate structure of a flat rate. She discussed the rate forecast from last year which showed 4% annually over the next five years. She referred to a chart showing the comparison of Springfield's stormwater fees compared to other communities. Comparing the stormwater fees with other communities was difficult because not all communities had an adopted stormwater fee and program. Essential services provided by these rates included: implementation of the Stormwater Management Plan; inspection and cleaning of 206 miles of stormwater pipe and 6250 catch basins; maintenance of 29 water quality facilities; maintenance of public and private bioswales; and high priority capital improvement projects. She reviewed the proposed FY13-14 stormwater rates and forecast for the next 5 years. The forecast included 4% increases for the next 3 years, followed by a 3.5% increase. She discussed the importance of maintaining the debt coverage ratio above 1.4 and the difficulty in getting that ratio back up once it had dropped. Over the next three years, with the proposed forecast, about $4.8M could still be transferred to capital programs, operating costs could be maintained and the debt coverage ratio could be maintained.

Councilor Moore asked if this was only charged to City residents.

Ms. Bishop said she had found there were areas within the urban growth boundary (UGB) that were unincorporated. Lane County did provide some stormwater services in terms of collection in ways that were not connected to the Springfield system. Lane County was looking at the possibility of establishing a stormwater fee. There were other stormwater services that Lane County relied on the City for through an agreement.

Councilor Brew said he liked the charts provided, but said it would be helpful to see the proposed transfer to capital figure in the future. He asked why the debt coverage ratio for wastewater was so much higher than stormwater.

Ms. Bishop said when the $10M revenue bond was in the forecast, the debt service obligation was included which reduced the coverage amount. That caused the debt requirement to increase, but the debt coverage ratio decreased.

Ms. Bishop noted the monthly increase for an average residence at the 4% increase. Staff also looked at scenarios with a 3% and 2% increase. Both would require an immediate and ongoing budget reduction in personnel starting July 1. Other negative impacts included a reduction in funds transferred to the capital fund, lowered debt coverage ratio, impacts to the City's ability to meet service and permit requirement, and higher rate increases in the future.

Ms. Bishop spoke regarding the regional wastewater rates. She reviewed the timeline for the budget including public hearings before the MWMC. The MWMC adopted the 3% rate increase for FY13-14 on April 12, 2013. The Springfield City Council, Eugene City Council and Lane County Board of Commissioners were scheduled to ratify the MWMC Budget and CIP in May, with final ratification of the MWMC FY13-14 budget in June. She discussed the regional rate strategy which included using SDC revenues for debt service, maximizing capital transfers, maintaining rate stability reserve at $2M, future borrowing planned at $20M in 2017 and implementing the lowest possible rate increase to remain financially positioned for future bond issuance, maintain stable debt service coverage ratio, avoid future rate spikes, and maintain a favorable credit rating. She reviewed the FY13-14 regional

rate and forecast. A chart was displayed showing the overall fees by the City (including MWMC fees) compared with other communities. She reviewed the three fees and the proposed increases of each.

Councilor Ralston asked if other communities were as far along as Springfield in meeting requirements.

Ms. Bishop said on the stormwater side there were different permit requirements for different communities. Springfield was ahead in terms of permit standards and was actually a model and resource for some of the other communities that were a few steps behind and trying to meet those increased requirements.

Councilor Ralston said the fact that Springfield was ahead was a benefit. It would cost the other communities more once they decided they needed to do something.

Discussion was held regarding the costs being high when Springfield built, yet current bids on other projects coming in low and how that affected how our rates would compare.

Ms. Bishop said it depended on the services and projects. Staff had gone back and recosted the remaining 2004 Facilities Plan projects based on current construction costs and had revised those. That reduction in cost allowed them to propose the 3% increase.

Mr. Grimaldi said a public hearing was scheduled for May 6 with the proposed rates. If Council wanted to look at something different, now would be the time to let staff know.

Mayor Lundberg said it was always a concern because rates were constantly being raised. There was still an option to look at where the funds were placed and what was put into reserves.

Ms. Bishop said the constraints were somewhat driven by the debt coverage requirement so a reduction in the budget would need to be on the operating side such as personnel service. The department had already trimmed the materials and services budget as lean as possible while still meeting the permit requirement. Hopefully, they would see some changes in development activity with changes in the economy. As that occurred, SDC revenues from new customers would buy into the system and could offset some rate changes.

Councilor Brew asked what they could reduce in rates if they lowered the debt coverage to 1.8 in the local wastewater

Ms. Bishop said they had been able to reduce the forecast increase from 4% to 3%, and looking at 2% in years to come. They were banking on the customer's usage and wastewater billings. She would like to give that another year to see if that was realized to know if that could be sustained. To reduce the increase further at this time would increase that risk. Also, if a large industrial customer reduced productivity or closed down, that would be an impact to our reserves or could cause a second rate change within one fiscal year. Staff could work up those impacts if Council asked.

Councilor Moore asked how much savings that would generate monthly per house hold. She wouldn't mind looking at it, but wasn't sure what the savings would be for the customer. She referred to Ms. Bishop's comment about cutting personnel if the revenues dropped and asked about retirements and other positions that had been left vacant.

Ms. Bishop said those were on the regional side, not local.

Development and Public Works Director Len Goodwin said there was one additional risk. For the past number of years, when there was an increase in water usage in Springfield, Eugene had a decrease. They were not sure why and had asked the Springfield Utility Board to do an analysis of usage to see why Springfield trended opposite of Eugene. Until they knew why that was happening, they needed to be very cautious about depending on that increase in water usage.

Councilor VanGordon said he appreciated staff and felt they had listened to the feedback from last year and looking at keeping increases low. He was comfortable with the rates as proposed. He would like to look at this again next year.

Councilor Ralston said he was also comfortable with the rates as proposed.

The rest of the Council was fine with the proposed rates.

Councilor Moore said she was still interested in the educational component for citizens.

Ms. Bishop said staff was committed to come back with the lowest responsible rate. She acknowledged the many staff members in the audience who had contributed to this work. She hoped they could come back with a reasonable rate next year.

4. Springfield Transportation System Plan Update – Updated Draft Policies Review – P41014 – reschedule to another date. ***Item to be rescheduled for future work session***

ADJOURNMENT

The meeting was adjourned at 7:36 p.m.

Minutes Recorder – Amy Sowa

_____
Christine L. Lundberg
Mayor

Attest:

_____
Amy Sowa
City Recorder

AGENDA ITEM SUMMARY		
	Meeting Date:	5/6/2013
	Meeting Type:	Regular Meeting
	Staff Contact/Dept.:	Nate Bell/Finance
	Staff Phone No:	726-2364
	Estimated Time:	Consent Calendar
S P R I N G F I E L D C I T Y C O U N C I L	**Council Goals:**	Maintain and Improve Infrastructure and Facilities

ITEM TITLE:

CITY PROVIDED FINANCING FOR A SEWER MAIN LINE

ACTION REQUESTED:

Authorize the Finance Director to approve City provided financing for a sewer extension to three privately owned homes located on the 900 block of Q Street and within the City limits. The terms of this financing will be no more favorable than similar financing provided to individuals located within local improvement districts.

ISSUE STATEMENT:

As part of a larger sewer project, the City determined that it would be in City's interest to extend a sewer line to an additional three homes while the project was in progress. City staff determined that the cost of creating a local improvement district would exceed the benefits for a project this small in size and that offering City financing would better meet the City's needs.

ATTACHMENTS:

None

DISCUSSION/ FINANCIAL IMPACT:

In a work session on March 19, 2012, City staff discussed the extension of wastewater mains in coordination with other public projects when it was in the City's interest. Council was in agreement with the concept. As part of the 10th and N Street Sewer Upgrade project in mid 2012, City staff determined it would be in the City's interest to extend a sewer line to an additional three homes on the 900 block of Q Street. City staff determined that the cost of creating a local improvement district would exceed the benefits for a project this small in size and that offering City financing would better meet the City's and homeowner's needs. Upon contact by City staff, two of the homeowners were interested in hooking up to City sewer. With this interest, City staff proceeded with the sewer line extension. The homeowners were given the option to participate now and pay the lower of actual construction costs or an in-lieu-of assessment fee. After December 31, 2013, they will have to pay the assessment fee. For homeowners that choose actual construction costs, their individual shares will be determined by dividing the full construction costs for all three homes equally. The homeowners have three payment options. Option 1 is paying in full up front, option 2 is City financing, and option 3 is not participating and paying at a future date when they choose to hook up. If the homeowner chooses the City financing, they will be charged an interest rate equal to the City's pool interest rate plus 2% and a payment schedule of 7 years (based on a per home project estimate of $7,000 with annual payments of $1,000). Homeowners will be billed monthly or semi-annually, based on what is most convenient for the City. A promissory note will be drafted and a lien placed on the property.

AGENDA ITEM SUMMARY		
	Meeting Date:	5/6/2013
	Meeting Type:	Regular Meeting
	Staff Contact/Dept.:	Seban, Sophia
	Staff Phone No:	726-3680
	Estimated Time:	10 minutes
S P R I N G F I E L D C I T Y C O U N C I L	**Council Goals:**	Mandate

ITEM TITLE:	LIQUOR LICENSE ENDORSEMENTS FOR THE RENEWAL PERIOD OF 2013-2014.
ACTION REQUESTED:	Conduct a public hearing on liquor license endorsements for the 2013-2014 renewal period and at the conclusion of the public hearing; provide a recommendation to the Oregon Liquor License Commission (OLCC) as appropriate.
ISSUE STATEMENT:	The attached list of 164 businesses will likely be applying to the Development Services Department for their 2013-2014 liquor license endorsements prior to June 30, 2013.
ATTACHMENTS:	Attachment 1. Liquor License Renewal List Attachment 2. Police Activity Summary Report Attachment 3. Section 7.300 through 7.304 of the Springfield Municipal Code.
DISCUSSION/ FINANCIAL IMPACT:	On December 19, 1994, Council approved Ordinance No. 5768 that established specific criteria to be used when reviewing an application for a liquor license endorsement. Council may recommend denial based upon reliable, factual information as it relates to any of the criteria listed in Section 7.302 of the Springfield Municipal Code. Some of the required information for liquor license renewal, i.e., ownership of the establishment, cannot be determined until staff receives the actual application. However, some determination about meeting the listed criteria can be made now since the criteria relates to the level of police activity associated with the establishment. The public hearing this evening is scheduled for Council to receive community testimony relative to the liquor license renewal endorsement. At the conclusion of the public hearing, Council is requested to provide one of the following recommendations to the Oregon Liquor License Commission for the license renewal of the listed establishments: 1. Grant; 2. No Recommendations; 3. Do Not Grant Unless (applicant demonstrates commitment to overcome listed concerns); or 4. Deny. At this time, staff has no information that would tend to support negative recommendations on these renewals. Accordingly, subject to any public input received at the hearing, staff recommends that the Council provide a positive recommendation for renewal to the Oregon Liquor Control Commission

2013 Liquor License Renewals

	Business Name	Address Location
1	14th & Main Street Market	1408 Main Street
2	3 Of A Kind Deli	5768 Main Street
3	35th Street Market	1279 35th Street
4	7-Eleven #2363-16908D	5808 Main Street
5	7-Eleven #2363-18092D	1396 Main Street
6	Abby's Legendary Pizza	2053 Olympic Street
7	Aiyara Thai Café,	1010 Harlow Road
8	Albertson's #570	2000 Marcola Road
9	Albertson's #574	5755 Main Street
10	Alibi Tavern	2422 Main Street
11	Applebee's Neighborhood Bar & Grill	3024 Gateway Street
12	Aquila & Priscilla's Eatery & Coffee	1843 Pioneer Parkway East
13	Ashley's Deli	4027 Main Street
14	B Lucky Bistro	528 Harlow Road
15	Bai Khao Thai Cuisine	541 W. Centennial Blvd
16	Benedetti's Meat Market & Deli	533 W Centennial Blvd
17	Bi-Mart #603	1521 Mohawk Blvd
18	Bi-Mart #627	5744 Main Street
19	Bingo at the Bank	4181 E Street
20	Bottle Trek	7210 Forsythia Street
21	Bright Oak Meats	660 Main Street
22	Buffalo Wild Wings Grill & Bar	2770 Gateway Street
23	Bungalow Market	30 E Street
24	Buy 2 019	4124 Main Street
25	Buy 2 020	5737 Main Street
26	Café Yumm #100005	3340 Gateway Street
27	Grocery Outlet	160 South 14th Street
28	Centennial Steak House	1300 Mohawk Blvd
29	Chicken Bonz	1815 Pioneer Parkway East
30	Chow/Moe's Tavern	471 South A St, Suite A &B
31	Chu's Chinese Restaurant	5676 Main Street
32	Chuck E Cheese's	3000 Gateway Street #540
33	Ciao Pizza	3342 Gateway Street
34	CJ's Eatery	2152 Marcola Road
35	CJ's Eatery	5721 Main Street
36	Club 1444	1444 Main Street
37	Coburg Pizza Company	1710 Centennial Blvd

2013 Liquor License Renewals

	Business Name	Address Location
38	Coho Distributing DBA: Columbia District	4011 Industrial
39	Convenience Retailers (Circle K/76 #5468)	5720 Main Street
40	Conway's Restaurant/Lounge	5658 Main Street
41	Cork & Bottle Shoppe	812 Beltline Road
42	Cottage House Restaurant & Lounge	1875 Mohawk Blvd
43	Courtsports Athletic Club	2728 Pheasant Blvd
44	Courtyard by Marriott	3443 Hutton Street
45	Dari Mart #1	1554 M Street
46	Dari Mart #16	1243 Rainbow Drive
47	Dari Mart #17	6890 Main Street
48	Dari Mart #30	1191 Harlow Road
49	Dari Mart #34	220 B Street
50	Dari Mart #36	456 Harlow Road
51	Dari Mart #37	610 Q Street
52	Dari Mart #38	1950 Mohawk Blvd
53	Dari Mart #39	1875 Main Street
54	Dari Mart #40	3185 Gateway Blvd
55	Dari Mart #48	995 Hayden Bridge Road
56	Denny's #6363	987 Kruse Way
57	Driftwood Bar & Grill	5094 Main Street
58	Eagles Lodge #3597	1978 Main Street
59	Eirinn's Bistro	639 W. Centennial Blvd
60	El Charro Mexican Restaurant	495 Harlow Road
61	El Rey Mexican Restaurant	1909 South A Street
62	Elks Lodge #2145	1701 Centennial Blvd
63	Elmer's Restaurant	3350 Gateway Street
64	Everyone's Market #1	1128 5th Street
65	Everyone's Market #2	7095 Main Street
66	Far Man Restaurant	3111 Gateway Street
67	Fast Track Pizza	3181 Gateway Street
68	Fred Meyer #328	650 Q Street
69	Gateway Restaurant	3198 Gateway Street
70	Get-N-Go Deli	152 28th Street
71	Get-N-Go Grocery	150 28th Street
72	Giant Burger	3760 Main Street
73	Goodfella's Lounge	117 South 14th Street
74	Great Wall Restaurant	862 Main Street

2013 Liquor License Renewals

	Business Name	Address Location
75	Hacienda Amigo Mio	3344 Gateway Street
76	Harley's and Horses	2816 Main Street
77	Hayden Bridge Deli	2454 10th Street
78	Hilton Garden Inn Eugene/Springfield	3528 Gateway Street
79	Hole in the Wall BBQ	1807 Olympic Street
80	Holiday Inn Eugene-North Springfield	919 Kruse Way
81	Hop Valley Brewing Company	980 Kruse Way
82	International Arco	3521 Gateway Street
83	Izzy's Pizza Bar Classic Buffet	1930 Mohawk Blvd
84	Jackson's Food Store #112	3375 Gateway Street
85	Jasper's	5608 Main Street
86	Jasper's Deli	1665 18th Street
87	Jazzie's Deli & Grill	1869 Pioneer Parkway East
88	Ji's Market	5095 Main Street
89	Jimmy Lane	868 Main Street
90	Joey's Pizza Parlor	1498 South A Street
91	John's Gas and Groceries	5390 Main Street
92	J.X. Pop	525 W Centennial Blvd
93	Kaleidoscope Clothing	325 & 327 Main Street
94	Kick City	1650 28th Street
95	Kona Café Hawaiian BBQ	4605 Main Street
96	Lee's Mongolian Grill	1820 Olympic Street
97	Los Faroles	355 South A Street
98	Lucky Lil's Deli	1330 Mohawk Blvd
99	Lucky Lou's Deli	4215 Main Street Unit C
100	Maynila LLC	130 South 32nd Street
101	Memos Mexican Restaurant	737 Main Street
102	Mohawk Chevron	1111 Mohawk Blvd
103	Mohawk Inn Tavern	1501 Mohawk Blvd
104	Moose Lodge #1726	2011 Laura Street
105	More of Everything #800	3000 Gateway Street #800
106	Naya's Taqueria	1835 Pioneer Parkway East
107	New China Sun	3260 Gateway Street
108	Noodle N' Thai Restaurant	553 Main Street
109	Olsen's White Horse Tavern	4360 Main Street
110	Original Roadhouse Grill	3018 Gateway Street
111	Outback Steakhouse	3463 Hutton Drive
112	Papa's Pizza Parlor #3	4011 Main Street

2013 Liquor License Renewals

	Business Name	Address Location
113	Patty's Café	2327 Olympic Street
114	Patty's Café	1830 Pioneer Parkway East
115	Pier Sushi	720 South A Street
116	Pizza Hut of Southeast Kansas	130 South 32nd Street
117	Planktown	346 Main Street
118	Prime Time Sports Bar and Grill	1360 Mohawk Blvd
119	Ranchito Grill Inc	1537 Mohawk Blvd
120	Rani Pal Chevron	316 42nd Street
121	Rite Aid Drug Store #5383	2130 Marcola Road
122	Rommy's Market	701 West M Street
123	Round Table Pizza #250	5547 Main Street
124	Safeway Store #1094	1891 Pioneer Parkway East
125	Safeway Store #311	5415 Main Street
126	Shari's of North Springfield #208	900 Beltline Road
127	Shari's of Springfield #167	1807 Pioneer Parkway East
128	Sharky's Pub	4221 Main Street
129	Sizzler Family Steak House #96	1010 Postal Way
130	Sonny's Tavern	533 Q Street
131	Spirits Bar	1714 & 1720 Main Street
132	Spring Garden Seafood Restaurant	215 Main Street
133	Springfield Arco	4202 Main Street
134	Springfield Conoco Philips	4095 Main Street
135	Springfield Timber Bowl	924 Main Street
136	Spyce Gentlemen's Club	1195 Main Street
137	Sweet Illusions	1836 South A Street
138	TaRaRin Thai Cuisine	1410 Mohawk Boulevard
139	Target Store # T-0612	2750 Gateway Street
140	The Brick House	136 4th Street
141	The Gift Store, LLC	1461 Mohawk Blvd
142	The Lucky Lizard Delicatessen	1979 Mohawk Blvd
143	The Pour House Tavern	444 42nd Street
144	The Pump Café	710 Main Street
145	The Washburne Café	326 Main Street
146	Thomsens Market	3444 Main Street
147	Thurston Market	6590 Thurston Road
148	Time Out Tavern	5256 Main Street
149	Tommy's Sports Bar & Grill	1509 Mohawk Blvd

2013 Liquor License Renewals

	Business Name	Address Location
150	Toreros Restaurant #2	5705 Main Street
151	Travel Lane County	3312 Gateway Street
152	USA Gas #62526	5733 Main Street
153	VFW POST #3965	5344 Main Street
154	Vino and Vango	216 Main Street #1
155	Wal-Mart Supercenter #3239	2659 Olympic Blvd
156	Walgreens #07975	5807 Main Street
157	Walgreens #09258	1210 Mohawk Blvd
158	Walgreens #10812	6 W Q Street
159	Westend Tavern	563 W Centennial Boulevard
160	Whiskey River Ranch	4740 Main Street
161	Wholesale Market	651 W Centennial Blvd
162	Willie's Lebanese/Northwest Cuisine	400 International Way
163	Winco Foods #34	1920 Olympic Avenue
164	Wynant's Family Health Foods	722 South A Street

MEMORANDUM CITY OF SPRINGFIELD

COMMITTED TO EXCELLENCE

April 15, 2013

TO: Sophia Saban

FROM: Richard Harrison, Captain
Patrol Bureau

SUBJECT: Liquor License - Activity Summary Report

Police responded to liquor dispensing establishments a total of 984 times during the 9 month period between July 1, 2012 and March 31, 2013, an increase of 9% over the same time period from the previous year. Below is a chart listing the most common types of police calls to all liquor dispensing establishments.

Call Type	Count
CRIMINAL TRESPASS	124
WARRANT SERVICE	83
THEFT	71
DISPUTE	44
AUDIBLE ALARM	41
DISORDERLY SUBJECT(S	40
SUSPICIOUS SUBJECT(S	34
INTOXICATED SUBJECT	31
DUII	29
ATL DRUNK DRIVER	25
CHECK,WELFARE	23
SUSPICIOUS CONDITION	19
FIGHT	17
FOLLOW UP	17
IN POSSESSION OF NAR	16
INCOMPLETE CALL	16
ASSAULT	15
CRIMINAL MISCHIEF	15
PANIC ALARM	15
FOUND PROPERTY	14
HARASSMENT	14
SILENT ALARM	14
BURGLARY	13

The following chart lists calls to all establishments with 12 or more calls for police service during the 9 month reporting period. Establishments are ranked in order of the number of calls for police service to the premises. Included for each location is the total number of calls to the establishment, the number of arrests at the establishment, and the number of fight/assault calls to that establishment.

Business Name	Calls for Service	Arrests	Fight/Assault Calls
7-11 Store 14th & Main	31	10	0
Mohawk Chevron	30	6	0
Sweet Illusions	29	14	3
Dari Mart on Gateway	28	3	0
Dari Mart on Main #2	27	4	0
Dari Mart on B	26	4	0
Whiskey River Ranch	25	5	4
Fast Track Pizza	22	9	1
Good Fellas	22	10	1
Centennial Steak House	21	5	0
Dari Mart on M	21	2	0
Jacksons #112	21	4	0
Time Out Tavern	19	5	2
Mohawk Inn Tavern	18	3	3
Spirits	17	1	2
Club 1444	15	4	0
Denny's	15	4	0
Dari Mart on Rainbow	14	2	0
Pour House Tavern	14	5	2
Prime Time	14	3	2
The Brickhouse	14	6	3
Bingo at the Bank	13	0	0
Dari Mart on Mohawk	13	5	0
Sonny's Tavern	13	5	1

The next chart is a list of the liquor licensed businesses with the highest number of calls for service, where the call occurred between midnight and 6:00 a.m.

Business Name	Total Calls for Service	Calls Between Midnight and 6:00 am
Sweet Illusions	29	13
7-11 Store 14th & Main	31	12
Mohawk Chevron	30	11
Mohawk Inn Tavern	18	10
Dari Mart on Main #2	27	9
Denny's	15	8
Spirits	17	8
The Brickhouse	14	8
Whiskey River Ranch	25	8
Centennial Steak House	21	7
Club 1444	15	7
Fast Track Pizza	22	7
Time Out Tavern	19	7

The final chart is an activity detail report on all downtown establishments in which an arrest was made.

Business Name	Date	Incident Type
Sweet Illusions		
1836 S A ST	July 07, 2012	DISORDERLY SUBJECT(S
	August 06, 2012	CRIMINAL TRESPASS
	September 04, 2012	WARRANT SERVICE
	September 29, 2012	CRIMINAL TRESPASS
	October 13, 2012	CRIMINAL TRESPASS
	October 19, 2012	ASSAULT PUBLIC SAFET
	November 11, 2012	RAPE
	November 28, 2012	WARRANT SERVICE
	December 09, 2012	CRIMINAL TRESPASS
	February 15, 2013	WARRANT SERVICE
	February 17, 2013	DUII
	February 18, 2013	DISPUTE
	March 02, 2013	DUII
	March 16, 2013	DISORDERLY SUBJECT(S
7-11 Store 14th & Main		
1396 MAIN ST	July 22, 2012	DUII
	August 07, 2012	WARRANT SERVICE
	September 18, 2012	CRIMINAL TRESPASS
	September 28, 2012	WARRANT SERVICE
	November 08, 2012	WARRANT SERVICE
	November 27, 2012	WARRANT SERVICE
	February 03, 2013	WARRANT SERVICE
	February 23, 2013	WEAPON OFFENSE
	February 24, 2013	WARRANT SERVICE
	March 20, 2013	ARREST

Business Name	Date	Incident Type
Good Fellas		
117 S 14TH ST	July 07, 2012	BURGLARY
	September 05, 2012	CRIMINAL TRESPASS
	September 25, 2012	WEAPON OFFENSE
	October 10, 2012	WARRANT SERVICE
	October 16, 2012	WARRANT SERVICE
	October 20, 2012	ASSAULT
	November 04, 2012	DISORDERLY SUBJECT(S
	November 11, 2012	DUII
	November 21, 2012	WARRANT SERVICE
	November 24, 2012	WARRANT SERVICE
The Brickhouse		
136 4TH ST	September 20, 2012	ASSAULT
	November 04, 2012	DUII
	December 23, 2012	CRIMINAL TRESPASS
	December 25, 2012	THEFT
	January 01, 2013	FIGHT
	March 04, 2013	CRIMINAL TRESPASS
Club 1444		
1444 MAIN ST	July 06, 2012	WARRANT SERVICE
	August 12, 2012	WARRANT SERVICE
	August 25, 2012	WARRANT SERVICE
	January 18, 2013	THEFT OF SERVICES
Dari Mart on B		
220 B ST	July 08, 2012	IN POSSESSION OF NAR
	August 05, 2012	CRIMINAL TRESPASS
	August 13, 2012	ASSAULT WITH INJURY
	March 13, 2013	WARRANT SERVICE
Dari Mart on Main #2		
1875 MAIN ST	July 04, 2012	DUII
	December 05, 2012	IN POSSESSION OF NAR
	December 21, 2012	WARRANT SERVICE
	February 28, 2013	WARRANT SERVICE
Timber Bowl		
924 MAIN ST	August 09, 2012	CRIMINAL TRESPASS
	September 12, 2012	WARRANT SERVICE
	January 20, 2013	CRIMINAL TRESPASS
	March 09, 2013	WARRANT SERVICE
Bright Oak Meats		
660 MAIN ST	September 07, 2012	THEFT
	November 21, 2012	ARREST
	March 04, 2013	ASSAULT
The Pump Café		
710 MAIN ST	September 29, 2012	BURGLARY
	February 26, 2013	WARRANT SERVICE
14th and Main St Mkt		
1408 MAIN ST	February 01, 2013	DUII
Joey's Pizza		
1498 S A ST	November 06, 2012	WARRANT SERVICE

LIQUOR LICENSE RECOMMENDATION

7.300 Recommendation Required. The Oregon Liquor Control Commission requires every applicant for a license to sell spirits, wines, beers, and other alcoholic liquors to obtain a recommendation in writing from the city council.

7.302 Council Action.

(1) The council shall provide a written recommendation for each applicant. The council may recommend denial of the license based upon reliable, factual information related to any of the following criteria:

(a) Disturbances, lewd or unlawful activities or noise in or on the immediate vicinity or the premises that are related to the sale or service of alcoholic beverages.

(b) Applicant has a history or arrest record of alcohol abuse or other controlled substance use.

(c) The licensed premises has a history of serious or persistent problems with unlawful activities, noise or disturbances resulting in the need to provide extraordinary police or other city services.

(d) Applicant proposes to locate near a licensed child care facility or elementary or secondary school; a church; a hospital, nursing care facility or convalescent care facility; a park or child oriented recreational facility; an alcohol or other drug treatment or rehabilitation facility.

(e) Applicant fails to provide complete information on city application.

(f) Applicant provides false or misleading information.

(2) Prior to each annual liquor license renewal period, the city council shall hold a public hearing to allow interested persons the opportunity to provide testimony to be considered by the city council in making their decision to recommend approval or denial of any specific renewal applications. Notice of this public hearing shall be advertised in a local newspaper at least four days before the hearing. This requirement applies to renewal applications and does not apply to original, change in ownership, location or privilege applications.

7.304 License Fee. Each licensee shall be required to pay the applicable license fee as set by council resolution.

MANUFACTURED DWELLING PARKS

7.310 Definition. Manufactured dwelling park is a place where four or more manufactured dwellings are located within 500 feet of one another on a lot, tract or parcel of land under the same ownership, the primary purpose of which is to rent space to any person for a charge or fee paid or to be paid for the rental use of facilities or to offer space free in connection with securing the trade or patronage of such person.

7.312 License Required. No person shall establish, maintain or operate a manufactured dwelling park within the city unless a license for that use is obtained from the city. Every place or building where a manufactured dwelling park is offered, whether for hire or not, shall be deemed a manufactured dwelling park subject to the provisions of this section. Each licensee shall meet the standards as described in sections 7.000 to 7.006.

7.314 License Fee. Each licensee shall be required to pay the applicable license fee as set by council resolution.

AGENDA ITEM SUMMARY		
	Meeting Date:	5/6/2013
	Meeting Type:	Regular Meeting
	Staff Contact/Dept.:	Katherine Bishop
	Staff Phone No:	541-726-3674
	Estimated Time:	10 Minutes
S P R I N G F I E L D C I T Y C O U N C I L	**Council Goals:**	Provide Financially Responsible and Innovative Government Services

ITEM TITLE:	PROPOSED RESOLUTION SETTING LOCAL AND REGIONAL WASTEWATER AND STORMWATER USER FEES
ACTION REQUESTED:	1) Conduct a public hearing on local and regional wastewater and local stormwater user fees. 2) Adopt or not adopt A RESOLUTION OF THE CITY OF SPRINGFIELD COMMON COUNCIL SETTING LOCAL AND REGIONAL SEWER USER FEES AND LOCAL STORMWATER USER FEES AS SET FORTH IN THE SPRINGFIELD MUNICIPAL CODE.
ISSUE STATEMENT:	At current rates, the local and regional wastewater and local stormwater user fees will not produce sufficient revenue to fully fund the proposed fiscal year (FY) 13-14 budgets for these funds. Council action is needed to establish new rates for FY 13-14
ATTACHMENTS:	1. Proposed Resolution establishing a schedule of local and regional wastewater and local stormwater user fees. 2. Council Briefing Memorandum reviewed by the Council at the April 22, 2013 work session.
DISCUSSION/ FINANCIAL IMPACT:	Each year, the City Council reviews and establishes the rates for local wastewater and stormwater user fees. These rates are established to provide adequate revenue to fund operation and maintenance (O&M) of Springfield's sanitary sewer and stormwater systems, and a portion of the Capital Improvement Program (CIP) for each program. The Council also adopts the user fees set by the Metropolitan Wastewater Management Commission (MWMC) for the Regional Wastewater Program. The City Council reviewed and discussed the proposed local wastewater and stormwater user fee increase at its April 22, 2013 work session. Staff has prepared a schedule of user charges for a public hearing, based on a 3% increase in the local wastewater user fees and a 4% increase in the local stormwater user fees. In addition, the Council was informed that the MWMC adopted a 3% increase in the regional wastewater user fees that also needs to be incorporated into the schedule of user charges for FY 13-14. Staff will continue to explore options for a long-term strategy to further reduce pressure on user fees while continuing to meet environmental and regulatory standards. A successful strategy will take multiple years to implement and will, in part, depend on the City's ability to significantly reduce reliance on user rates as a source of capital, by improving the ability of System Development Charge (SDC) revenues to fund a greater portion of the capital investment. This could reduce and/or defer the need to rely on future debt financing and reduce the importance of providing coverage for debt service as an operating budget constraint in the long-term financial forecast. Staff is also beginning to explore whether alternatives that provide some relief to senior citizens can be managed within our overall goals to contain rate increases to the rate of inflation or less. We expect to report to the Council after the summer recess. Attachment 1, a resolution establishing the local and regional wastewater and local stormwater user fees for FY 13-14, is provided for Council consideration. Staff request that the Council act on the resolution following the public hearing.

RESOLUTION

NO._____

A RESOLUTION OF THE CITY OF SPRINGFIELD COMMON COUNCIL SETTING LOCAL AND REGIONAL SEWER USER FEES AND LOCAL STORMWATER USER FEES AS SET FORTH IN THE SPRINGFIELD MUNICIPAL CODE.

WHEREAS, the City of Springfield has established a system of wastewater and stormwater drainage sewer systems; and

WHEREAS, under the Intergovernmental Agreement (IGA) entered into by the City of Springfield, the City of Eugene and Lane County in February, 1977, and as subsequently amended, the Metropolitan Wastewater Management Commission (MWMC) constructs, operates, and maintains the regional sewerage facilities, as described in the IGA; and

WHEREAS, the costs related to operation, maintenance and certain capital improvements of the local and regional sanitary sewer systems, and the local stormwater drainage sewer systems are funded through user fees; and

WHEREAS, Sections 4.206 (3) and 4.208 (2) (a) (i) and (ii) of the Springfield Municipal Code authorize the setting of sewer charges by resolution of the Council; and

WHEREAS, the MWMC approved Resolution 13-03, adopting the Regional Wastewater Program Budget and Capital Improvements Program for fiscal year (FY) 2013-2014, and Resolution 13-02, adopting a new schedule of user fees for FY 13-14 operations and capital programs, on April 12, 2013, after reviewing the proposed Resolutions in a series of public meetings and public hearings; and

WHEREAS, Section 8(c) of the MWMC IGA obligates the City to "adopt user charges required by 40 CFR 35.929 in an amount not less than adopted by the Commission"; and

WHEREAS, the schedule of sewer user fees, attached as Exhibit "A," and incorporated herein, is needed to collect revenues necessary to fund the operations, maintenance and certain capital improvements of the local and regional sanitary sewer system and the local stormwater drainage sewer system in FY 13-14.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Springfield as follows:

1) The City of Springfield Schedule of Local and Regional Sewer User and Local Stormwater Fees, which is attached as Exhibit "A," is hereby adopted and shall take effect with bills rendered on or after July 1, 2013.

2) This resolution shall take effect immediately upon adoption by the Council and signature by the Mayor.

Adopted by the Common Council of the City of Springfield this 6th day of May, 2013.

Mayor _____

ATTEST: _____
Amy Sowa, City Recorder

REVIEWED & APPROVED
AS TO FORM
John J. Leahy
DATE: 4/26/13
OFFICE OF CITY ATTORNEY

EXHIBIT A

Wastewater (Sanitary):

Beginning with bills rendered on or after July 1, 2013
Sanitary sewer charges shall be as follows:

	Local	Regional	Total
Base Charge	n/a	$11.68	$11.68
	Wastewater Flow-Based Fee Per Unit		
Residential	$3.085	$1.738	$4.823
Low Strength	$3.085	$2.336	$5.421
Medium Strength	$3.085	$3.404	$6.489
High Strength	$3.085	$4.829	$7.914
Very High Strength	$3.085	$6.259	$9.344
Super High Strength	$3.085	$7.686	$10.771

Stormwater (Drainage)

Beginning with bills rendered on or after July 1, 2013
Stormwater charges shall be as follows:

a. All real property, with the exception of single family dwellings, shall be charged $1.456 plus the product of the property area (in square feet), runoff coefficient, and $3.666 per 1,000 square feet.

b. Single family dwellings shall each pay $12.62

M E M O R A N D U M **City of Springfield**

Date: 4/11/2013

To: Gino Grimaldi

From: Len Goodwin, Development and Public Works Director
Katherine Bishop, Senior Finance Analyst

COUNCIL BRIEFING MEMORANDUM

Subject: Wastewater and Stormwater User Fees FY 2013-14

ISSUE:

Wastewater and stormwater user fees are reviewed and updated by the City Council annually. This process occurs in coordination with Council consideration and adoption of the Operating and Capital budgets to ensure revenue adequacy. The Council also adopts the regional wastewater user fees, as set annually by the Metropolitan Wastewater Management Commission (MWMC).

This Memo and the April 22, 2013 work session will focus on the local wastewater and stormwater user fees, including the factors driving the revenue requirements as projected for Fiscal Year 2013-14 (FY 13-14) for Council consideration. In addition, information regarding the MWMC regional wastewater fees as recommended by the Commission to the City Council is included.

At the April 22, 2013 work session, staff will be seeking Council comments and direction in preparing a schedule of local wastewater and stormwater user fees for FY 13-14. A public hearing is scheduled for May 6, 2013, when staff will return to Council with a FY 13-14 schedule of local wastewater and stormwater fees for Council consideration following the public hearing. The proposed FY 13-14 wastewater and stormwater revenue projections assume that FY13-14 rates would be effective on bills rendered on or after July 1, 2013.

COUNCIL GOALS/ MANDATE:

Financially Responsible and Stable Government Services

In order to implement the Council adopted Capital Improvement Program for local wastewater and stormwater, a revenue plan that includes an increase in user fees for FY 13-14 and a multi-year rate forecast is provided for Council review and consideration. Revenues generated from a user fee increase in FY13-14 will fund ongoing system maintenance and investments in capital improvements for wastewater and stormwater infrastructure and facilities to continue to deliver high quality uninterrupted services, while continuing to meet revenue bond covenants, increasing environmental standards and mandated regulatory requirements.

BACKGROUND:

Annually, as part of the budget development process, the City develops a Capital Improvement Program (CIP) and operating budget for the local wastewater and stormwater programs. The CIP, operating budget, debt service obligations, and reserve levels established by the City Council determine the annual funding requirements. The primary funding sources include wastewater and stormwater user fees for operating and capital expenses, and system development charges (SDCs) for capital expenses only. In addition to the local fees, the total wastewater user fees include regional charges established by the MWMC to fund the Regional Wastewater Program. Annually, the cities of Springfield and Eugene implement the MWMC user charges consistent with the MWMC intergovernmental agreement (IGA). A description of each utility system is provided in this report.

LOCAL WASTEWATER SYSTEM:

The local wastewater (or sanitary) system serving the City of Springfield has two components: (1) a local wastewater collection system, and; (2) a regional conveyance, treatment and disposal system. The local system is comprised of over 200 miles of collection pipelines and 17 pump stations, which is owned and operated by the City of Springfield. Operations and maintenance of the local collection system is funded entirely by revenue from local sewer user fees. User fees are currently the primary source of funding for the local CIP, which provides for system preservation, major rehabilitation, and expansion to support community growth. Through previous rate actions revenues for this program have stabilized and current and projected CIP priorities have been programmed based upon incremental and moderate rate increases.

REGIONAL WASTEWATER SYSTEM:

The regional (MWMC) wastewater system is comprised of numerous treatment facilities and a conveyance system owned by the MWMC, as described in the MWMC IGA. The primary regional wastewater facilities include the Water Pollution Control Facility (WPCF), the Biosolids Management Facility (BMF), Biocycle Farm, the Beneficial Reuse Site, several major pump stations and associated conveyances, and the large interceptor ("East Bank") that carries wastewater from Springfield to the WPCF.

Regional system operations and maintenance, provided by the City of Eugene, is funded entirely by revenue from regional wastewater user fees. The MWMC administration and the Springfield Industrial Pretreatment Program are both integral parts of the Springfield Development and Public Works and Finance departments which are also funded through regional wastewater user fees. In addition user fees fund a significant portion of the MWMC CIP.

REGIONAL WASTEWATER FEES:

At the March 8, 2013 MWMC meeting, staff presented the Preliminary FY 13-14 Regional Wastewater Program Budget and Capital Improvement Program, and multiple user fee rate scenarios ranging from a 4% increase to a zero or no rate change and the associated fiscal impacts. Based on discussions and input provided by the Commission, staff returned to the Commission on April 12, 2013 with the proposed 3% user fee increase incorporated into the Regional FY 13-14 Budget. At the April MWMC meeting and public hearing, the Commission adopted resolutions recommending a 3% user fee increase in FY13-14, and the Regional FY13-14 Budget for implementation by the cities of Eugene and Springfield.

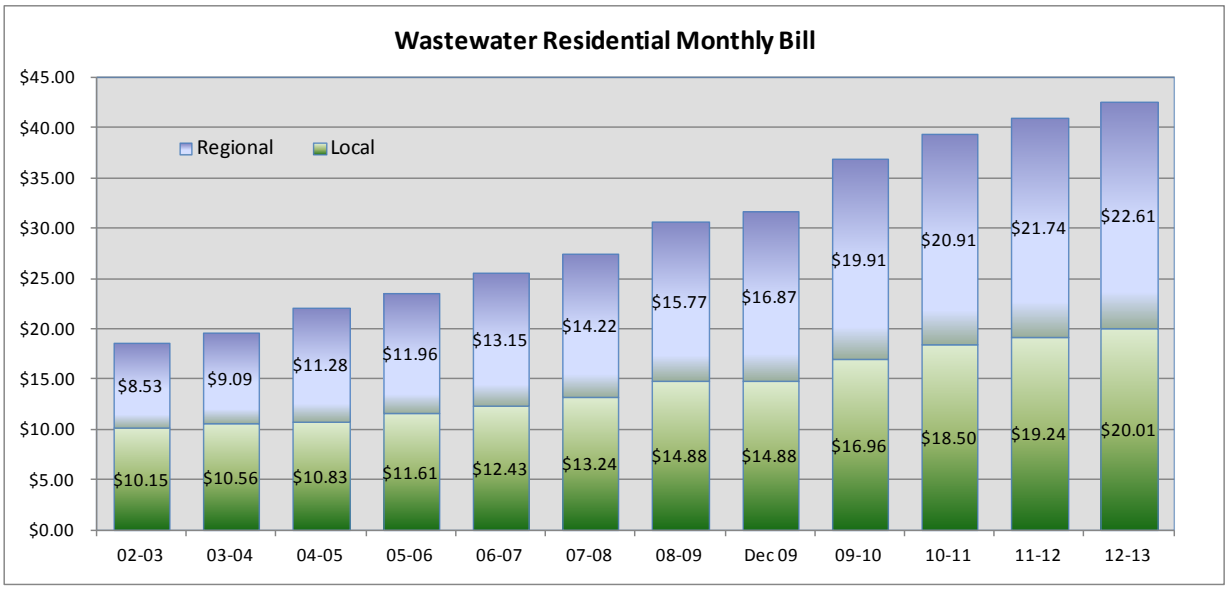
The primary factors driving regional wastewater user fee increases includes the 2004 MWMC Facilities Plan, which is a 20-year capital improvement projects plan intended to provide environmental compliance and treatment capacity to serve the community including growth through 2025, at an estimated cost of $196 million (in 2006 dollars). Funding sources for capital improvement projects includes revenues from User Fees, System Development Charges, and financing through Revenue Bonds, low interest Clean Water State Revolving Fund (SRF) loans and grants. While major investments have been made in capital infrastructure improvements in recent years, the 2004 Facilities Plan includes additional capital improvement projects over multiple years. The regional capital improvement program budget including asset management improvements is $14,496,500 in FY 13-14 for design and construction. The regional five-year capital plan, FY 13-14 thru FY 17-18, includes $75.5 million in planned capital improvements and asset management projects.

WASTEWATER PROGRAM FUNDING AND USER FEE RATE HISTORY:

The wastewater user fees on the customers' monthly bills have a local (Springfield) and a regional (MWMC) component. In FY 12-13, based on a typical residential household using 5,000 gallons per month, the current local residential wastewater bill for Springfield residents is $20.01. The current combined typical residential wastewater bill for Springfield residents is $42.62. Residential customer bills are used as a benchmark for sewer rates because the volume and strength of the wastewater generated is similar within the customer class. The usage, and therefore the bills, of commercial and industrial uses vary significantly because their wastewater volume and strength varies greatly.

Figure A below displays the rate history in local and regional user fees over the last several years with incremental rate increases over the recent 11-year period beginning in 2003-04. The local wastewater fees are represented in the bottom portion of the combined bar graph. Prior to this trend, rates for local wastewater user fees were stable. Regional MWMC wastewater user fees remained stable with no rate increases from 1997 through 2003. The annual rate increases for MWMC regional user fees since 2003 and as projected into the future, are driven primarily by: (1) covering the costs associated with financing the 2004 MWMC Facilities Plan and improving the MWMC assets; (2) meeting the covenants associated with the 2006 and 2008 Revenue Bonds and Clean Water State Revolving Fund (SRF) loans, and; (3) establishing revenue adequacy to fully fund reserves, and operating and maintaining the Regional Wastewater Facilities, while continuing to position the MWMC for future bond sales.

Figure A



$ Monthly												
Year	02-03	03-04	04-05	05-06	06-07	07-08	08-09	Dec 09	09-10	10-11	11-12	12-13
Regional	$8.53	$9.09	$11.28	$11.96	$13.15	$14.22	$15.77	$16.87	$19.91	$20.91	$21.74	$22.61
Local	$10.15	$10.56	$10.83	$11.61	$12.43	$13.24	$14.88	$14.88	$16.96	$18.50	$19.24	$20.01
Total	$18.68	$19.65	$22.11	$23.57	$25.58	$27.46	$30.65	$31.75	$36.87	$39.41	$40.98	$42.62

% Rate Increase												
Category	02-03	03-04	04-05	05-06	06-07	07-08	08-09	Dec 09	09-10	10-11	11-12	12-13
Regional	0%	7%	24%	6%	10%	8%	11%	7%	18%	5%	4%	4%
Local	0%	4%	3%	7%	7%	7%	12.5%	0%	14%	9%	4%	4%
Total	0%	5%	13%	7%	9%	7%	12%	4%	16%	7%	4%	4%

$ Rate Increase												
Category	02-03	03-04	04-05	05-06	06-07	07-08	08-09	Dec 09	09-10	10-11	11-12	12-13
Regional	$0.00	$0.56	$2.19	$0.68	$1.19	$1.07	$1.55	$1.10	$3.04	$1.00	$0.83	$0.87
Local	$0.00	$0.41	$0.27	$0.78	$0.82	$0.81	$1.64	$0.00	$2.08	$1.54	$0.74	$0.77
Total	$0.00	$0.97	$2.46	$1.46	$2.01	$1.88	$3.19	$1.10	$5.12	$2.54	$1.57	$1.64

For the City of Springfield's local wastewater program, the current user fees are projected to generate about $6.7 million during the current FY12-13, which is on target with original revenue projections. Revenues from System Development Charges (SDC) are projected to generate about $280,000 for capital projects in the current fiscal year. For years, the Council has dedicated a significant portion of user fee revenues to capital infrastructure needs. The current fiscal year budget includes $2.95 million dedicated to the Capital Improvement Program, plus just over $2 million in annual debt service payments.

PREVIOUS COUNCIL ACTIONS:

To fund operating and capital requirements for the wastewater program, the Council increased local wastewater user fees by 4% in FY 12-13, which followed a 4% increase in FY 11-12 and a 9% increase in FY 10-11. Last year, when Council adopted a 4% wastewater user fee increase for FY 12-13, the fiscal forecast projected a multi-year rate strategy with increases annually as displayed in Figure B below.

Figure B

Wastewater User Fee Forecast from Prior Year

Fiscal Year	**12-13** **Adopted**	**13-14** ***Projection***	**14-15** ***Projection***	**15-16** ***Projection***	**16-17** ***Projection***
Avg. Monthly Residential Bill	$ 20.01	$ 20.81	$ 21.75	$ 22.73	$ 23.41
Local Rate Increase	4.0%	4.0%	4.5%	4.5%	3.0%
Avg. Mo. Residential Increase	$ 0.77	$ 0.80	$ 0.94	$ 0.98	$ 0.68
Avg. Annual Residential Increase	$ 9.24	$ 9.60	$ 11.24	$ 11.74	$ 8.18
Revenue Bond		$10M			
Debt Coverage Ratio (min 1.25)	1.47	1.46	1.56	1.65	1.40

CAPITAL PROJECT FUNDING AND WASTEWATER USER FEES:

At the March 4, 2013 Work Session, staff presented the 2014-2018 Capital Improvement Program (CIP). At that time, Council reviewed and approved a CIP with prioritized funding for projects that are identified in the 2008 Wastewater Master Plan as necessary to maintain system integrity and meet regulatory obligations, while continuing to defer the majority of the discretionary expansion project work. Expansion projects that are in construction include the Jasper Trunk Sewer Extension project with the first phase completed in the current FY 12-13, and construction on the second phase is underway with completion anticipated in early FY 13-14. In addition, funding is programmed in FY 13-14 for construction of the Franklin Sewer Expansion in Glenwood to move forward. In order to fund local wastewater capital projects, a $23.1 million revenue bond was issued in March of 2009. In order to maintain bond covenants, net revenues (revenues minus operations and maintenance expenses) must be 125% of maximum debt service for all existing bonds and planned or to be issued bonds.

At the FY 12-13 Council user fee discussion, staff presented three separate, five-year rate forecasts which included annual rate changes ranging from 0% or no rate change up to 4%. Council adopted a 4% rate increase in FY 12-13 as displayed in Figure B above. At that time, the forecast included a $10 million revenue bond anticipated in FY 13-14 resulting in increased debt service obligations and coverage requirements. The 2013 fiscal analysis includes updated customer account and flow activity data, and revised capital project cost estimates and construction timelines, which allows for the previously forecasted revenue bond issuance to be deferred.

Additionally, beginning with the FY 11-12 Budget, a 3% Right-of-Way (ROW) fee expense was assessed which is calculated at 3% of total local wastewater user fee revenues annually. The ROW fee is charged to the local wastewater fund for the privilege of running the wastewater facilities (pipelines) underground in the city streets or right-of-way. This expense to the wastewater fund provides revenues to the street fund for street and right-of-way maintenance and pavement management.

PROPOSED WASTEWATER USER FEES:

Last year, when Council adopted a 4% rate change Council provided policy direction to staff to try, over the next 5-7 years, to lower the level of rate changes to an inflationary level. The proposed user fees for FY 13-14 and the five-year rate forecast implements that direction and delivers incremental and moderate rate changes over multiple years that are favorable to the rate plan implemented by Council in FY12-13 (as displayed above in Figure B). The proposed user fees for FY 13-14 include a 3% rate increase on the local wastewater user fees in FY 13-14, followed by a moderate rate forecast. Based on actual customer account and flow activity in the most recent fiscal year, a 1% user fee rate increase is projected to generate an additional $100,000 annually beginning in FY 13-14, with the proposed 3% rate increase projected to generate an additional $300,000 annually beginning in FY 13-14.

The proposed revenue plan generates about $11 million during the next five years to fund capital investments in the community's local wastewater system, to continue to deliver uninterrupted high quality wastewater services and to plan for system expansion while meeting increasing environmental standards and regulatory requirements. The proposed user fees and rate forecast provides a revenue plan to support the City's 2014-2018 Capital Improvement Plan and 2008 Wastewater Master Plan as adopted by Council. The prior year, 2012 fiscal forecast projected a $10 million revenue bond in FY 13-14. Within the 2013 fiscal forecast the revenue bond is deferred beyond this five-year forecast based on a favorable bidding climate with actual project costs coming in below budget estimates for recently completed wastewater projects. The fiscal forecast assumes expenditure of existing revenue bond funds at a slower rate, while continuing to increase Capital Reserves to allow for an increased level of pay-as-you-go financing in subsequent years, and deferring a potential future revenue bond.

The proposed local wastewater user fees for FY 13-14 and the five-year rate forecast is displayed below, and includes the fiscal impact to a typical residential customer assuming 5,000 gallons of usage monthly. As implemented in FY 11-12, the right-of-way (ROW) use fees which are based on 3% of total wastewater user fee revenues are included in the table below.

Proposed Wastewater User Fees

Fiscal Year	**13-14** ***Proposed***	**14-15** ***Projection***	**15-16** ***Projection***	**16-17** ***Projection***	**17-18** ***Projection***
Avg. Monthly Residential Bill	$ 20.61	$ 21.23	$ 21.65	$ 22.08	$ 22.52
Local Rate Increase	3.0%	3.0%	2.0%	2.0%	2.0%
Avg. Mo. Residential Increase	$ 0.60	$ 0.62	$ 0.42	$ 0.43	$ 0.44
Avg. Annual Residential Increase	$ 7.20	$ 7.44	$ 5.04	$ 5.16	$ 5.28
ROW Use Fee (Expense)	$ 209,300	$ 215,600	$ 220,100	$ 224,500	$ 228,900
Revenue Bond					
Debt Coverage Ratio (min 1.25)	2.01	2.13	2.14	2.15	2.16

COMPARISON OF WASTEWATER USER FEES:

Annually, as part of the user fee rate development process, staff updates a survey of wastewater user fees to provide a comparison to other communities. Below, Figure C displays residential monthly wastewater charges for each city, based on currently adopted user fees (FY 12-13) applied to a typical

residential usage of 5,000 gallons per month. The cities of Eugene and Springfield amounts include both the local and regional wastewater fees. The average residential wastewater bill of all cities surveyed is $41.79, which is $0.83 less monthly than the City of Springfield residential wastewater bill including both local and regional charges for the current FY 12-13.

Figure C

City	Typical Residential Monthly Wastewater Bill
Albany	$44.46
Beaverton	$37.19
Bend	$41.86
Corvallis	$31.94
Cottage Grove	$40.46
Creswell	$42.82
Eugene	$32.42
Gresham	$26.30
McMinnville	$48.91
Portland	$54.38
Salem	$48.32
Springfield	**$42.62**
Veneta	$48.69
West Linn	$30.84
Wilsonville	$55.70
Average	$41.79

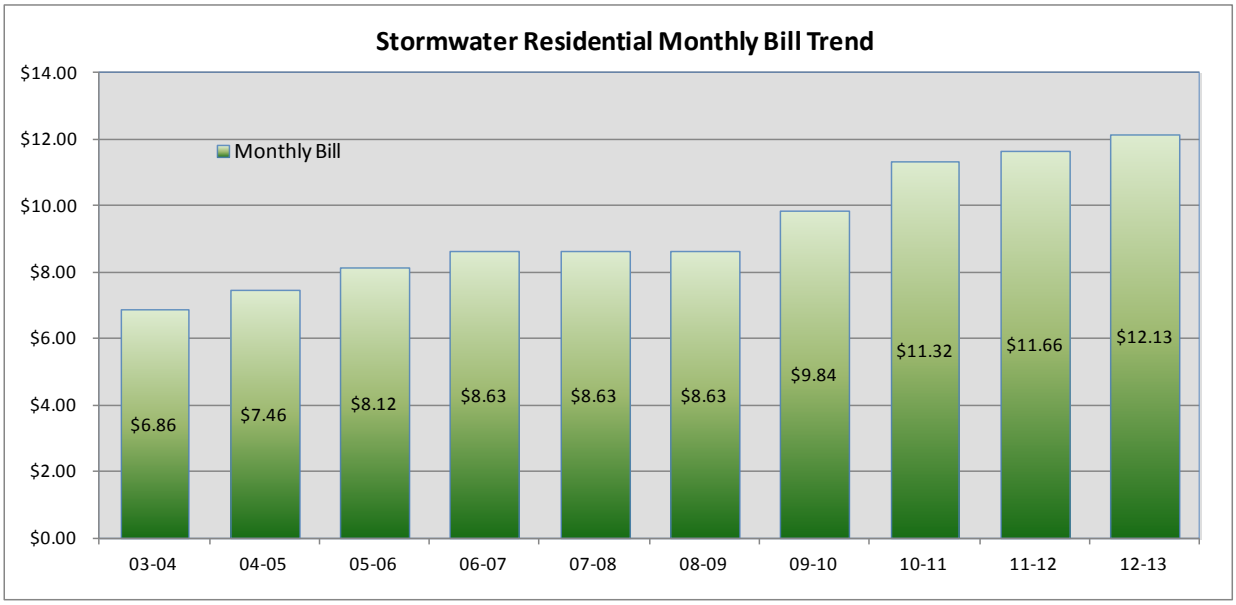
STORMWATER PROGRAM FUNDING AND USER FEE RATE HISTORY:

In FY 12-13, the current local residential stormwater fee is $12.13. For commercial customers, rates are calculated on the percentage of impervious area on the property as well as the total square footage of the property. Each commercial property is placed into one of five categories: Very Heavy, Heavy, Moderate, Light or None, and based on the category there is a specific monthly charge per 1,000 square feet of property plus a base fee of $1.40 per month.

A commercial stormwater customer with 40% to 70% of impervious area is categorized as a heavy user and currently pays $2.644 per 1,000 square feet of property plus a base fee of $1.40 per month. A monthly charge for a customer with 1.5 acres (approximately 65,340 square feet) would be $174.16. Commercial customer rates will vary depending on the size of the property and the amount of impervious area.

The stormwater residential monthly bill trends and rate changes over the recent 10-year period is displayed in Figure D as follows.

Figure D



Category	03-04	04-05	05-06	06-07	07-08	08-09	09-10	10-11	11-12	12-13
Monthly Bill	$6.86	$7.46	$8.12	$8.63	$8.63	$8.63	$9.84	$11.32	$11.66	$12.13
% Increase	0%	9%	9%	6%	0%	0%	14%	15%	3%	4%
$ Increase	$0.00	$0.60	$0.66	$0.51	$0.00	$0.00	$1.21	$1.48	$0.34	$0.47

For the City of Springfield stormwater program, the current user fees are projected to generate about $5.6 million during the current FY 12-13, which is on target with original revenue projections. Revenues from System Development Charges (SDC) are projected to generate about $85,000 for capital projects in the current fiscal year.

PREVIOUS COUNCIL ACTIONS:

Prior to FY 09-10, stormwater user fees had not increased since July 2006. In FY 09-10 residential stormwater user rates increased by 14% to prepare for a stormwater revenue bond to fund capital improvements included in the Stormwater Facilities Plan. In FY 10-11 the stormwater user rates were increased 15% and in October 2010 the $10 million in revenue bonds were issued. Subsequently, in FY 11-12 the stormwater user rates were increased 3%. Similar to the local wastewater rates, stormwater rates were driven by the 125% net revenue to debt service coverage ratio required to issue revenue bonds and to maintain ongoing bond covenants. Last year, when Council adopted a 4% stormwater user fee increase for FY 12-13, the fiscal forecast projected a multi-year rate strategy with increases annually as displayed in Figure E below.

Figure E

Stormwater User Fee Forecast from Prior Year

Fiscal Year	**12-13** **Adopted**	**13-14** ***Projection***	**14-15** ***Projection***	**15-16** ***Projection***	**16-17** ***Projection***
Avg. Monthly Residential Bill	$ 12.13	$ 12.61	$ 13.12	$ 13.64	$ 14.19
Local Rate Increase	4.0%	4.0%	4.0%	4.0%	4.0%
Avg. Mo. Residential Increase	$ 0.47	$ 0.49	$ 0.50	$ 0.52	$ 0.55
Avg. Annual Residential Increase	$ 5.60	$ 5.82	$ 6.05	$ 6.30	$ 6.55
ROW Use Fee (Expense)	$ 168,300	$ 175,000	$ 182,000	$ 189,300	$ 196,800
Debt Coverage Ratio (min 1.25)	1.53	1.56	1.50	1.45	1.51

PROPOSED STORMWATER USER FEES:

As with local wastewater rates, last year, when Council adopted a 4% rate change Council provided policy direction to staff to try, over the next 5-7 years, to lower the level of stormwater rate changes to an inflationary level. The 2013 fiscal analysis includes updated customer account data, and current financial information with the addition of seasonal temporary staff to regularly maintain City owned water quality facilities, cross country canals, and the Mill Race riparian corridor to meet the City MS4 permit and the Stormwater Management Plan, and the Springfield Mill Race agreement. Based on input provided by the Council the proposed revenue plan continues with the 4% rate change annually over multiple years followed by a 3.5% rate change in year five of the rate forecast, while maintaining the required debt coverage ratio of 1.25 or greater. Based on actual customer account data for the most recent fiscal year, a 1% user fee rate increase is projected to generate an additional $57,000 annually beginning in FY 13-14, with the proposed 4% rate increase projected to generate an additional $228,000 annually beginning in FY 13-14.

The proposed local stormwater user fees for FY 13-14 and the five-year rate forecast is displayed below, including the fiscal impact to a typical residential customer. A key consideration is the debt service coverage ratio, and the proposed rate plan provides debt coverage ratios above the required 1.25 while also providing a multi-year rate strategy with moderate rate changes. It is important to note the gradually declining debt coverage ratio in the rate forecast. Staff is proposing the stormwater user rates as the lowest responsible revenue plan based on current capital and operating budget levels and debt service requirements. As implemented in FY 11-12 the right-of-way (ROW) use fees, which are based on 3% of total stormwater user fee revenues, are included in the table.

Proposed Stormwater User Fees

Fiscal Year	**13-14** ***Proposed***	**14-15** ***Projection***	**15-16** ***Projection***	**16-17** ***Projection***	**17-18** ***Projection***
Avg. Monthly Residential Bill	$ 12.62	$ 13.12	$ 13.64	$ 14.19	$ 14.69
Local Rate Increase	4.0%	4.0%	4.0%	4.0%	3.5%
Avg. Mo. Residential Increase	$ 0.49	$ 0.50	$ 0.52	$ 0.55	$ 0.50
Avg. Annual Residential Increase	$ 5.88	$ 6.00	$ 6.24	$ 6.60	$ 6.00
ROW Use Fee (Expense)	$ 177,300	$ 183,500	$ 188,500	$ 194,100	$ 197,800
Debt Coverage Ratio (min 1.25)	1.52	1.55	1.53	1.52	1.43

STORMWATER USER FEE SCENARIOS:

As part of the rate development process, staff evaluated various rate scenarios in an effort to lower the previously forecasted 4% rate change in FY 13-14. The rate scenarios resulted in negative fiscal impacts requiring greater rate increases in the following years to maintain the required debt coverage ratio of 1.25 annually throughout the five year forecast. The outcomes were counter to Council's direction to staff.

COMPARISON OF STORMWATER USER FEES:

Annually, as part of the user fee rate development process, staff updates a survey of stormwater user fees to provide a comparison to other communities. Figure F displays residential monthly stormwater charges for each city, based on currently adopted FY 12-13 user fees. The average residential stormwater bill of cities surveyed with adopted stormwater fees is $8.10, which is $4.03 less monthly than the City of Springfield residential stormwater charges for FY 12-13.

Figure F

City	Typical Residential Monthly Stormwater Bill
Beaverton	$7.75
Bend	$4.00
Corvallis	$5.86
Cottage Grove	$3.11
Eugene	$11.39
Gresham	$9.84
Portland	$22.37
Springfield	**$12.13**
Veneta	$2.20
West Linn	$5.31
Wilsonville	$5.10
Average	$8.10

RECOMMENDED ACTION:

As described above, staff has evaluated the funding requirements associated with the proposed FY 13-14 budget and the Council adopted FY 14-18 Capital Improvement Plan for the local wastewater and stormwater programs. The proposed local wastewater and stormwater user fee increases in FY 13-14 will fund ongoing system maintenance and investments in capital improvements for wastewater and stormwater infrastructure and facilities, to continue to deliver high quality uninterrupted services while continuing to meet revenue bond covenants, increasing environmental standards and mandated regulatory requirements.

Staff recommends that Council consider the wastewater rate increase of 3% in FY 13-14. This recommendation provides a moderate user fee rate change in FY 13-14 and within the rate forecast which is favorable when compared to the rate plan forecasted a year ago. This recommendation is projected to generate a stable level of capital funding in pay-as-you-go financing, deferring the potential need for a future revenue bonds beyond the current five-year forecast.

Staff recommends that Council consider a stormwater rate increase of 4% in FY 13-14, as forecasted a year ago. This recommendation takes into consideration Council input and delivers a revenue plan that generates adequate revenues to continue to meet the debt service coverage ratios in FY 13-14. Within the proposed rate and revenue forecast the City is able to add the appropriate level of seasonal temporary staff to perform regular maintenance on City owned water quality facilities, and to absorb the added costs within the previously forecasted rate change, to continue to meet the requirements of the stormwater program.

Staff requests Council's consideration, comments and direction to staff on the proposed rate changes for local wastewater and stormwater fees. The schedule of wastewater and stormwater fees including the regional MWMC adopted rates for FY 13-14 will be reviewed and considered at a public hearing, which is currently scheduled for May 6, 2013.

AGENDA ITEM SUMMARY		
	Meeting Date:	5/6/2013
	Meeting Type:	Regular Meeting
	Staff Contact/Dept.:	Kevin Ko/DPW
	Staff Phone No:	541-726-2302
	Estimated Time:	10 Minutes
S P R I N G F I E L D C I T Y C O U N C I L	**Council Goals:**	Encourage Economic Development and Revitalization through Community Partnerships

ITEM TITLE:	FISCAL YEAR 2013-2014 ONE-YEAR ACTION PLAN OF THE EUGENE-SPRINGFIELD CONSOLIDATED PLAN FOR HOUSING AND COMMUNITY DEVELOPMENT (CITY OF SPRINGFIELD SECTION)
ACTION REQUESTED:	1. Conduct a Public Hearing to receive testimony regarding the City of Springfield section of the FY2013-2014 One-Year Action Plan 2. Modify if appropriate and by motion adopt/not adopt the Springfield section of the FY2013-2014 One-Year Action Plan
ISSUE STATEMENT:	One-Year Action Plans must be submitted to HUD prior to the beginning of each fiscal year as amendments to the five-year Eugene-Springfield Consolidated Plan. The purpose of the annual action plan is to indicate how the cities intend to use federal Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) funds to fulfill the priorities established in the Consolidated Plan. This is the fourth One-Year Action Plan under the 2010 Consolidated Plan.
ATTACHMENTS:	1. FY2013-2014 Action Plan Executive Summary 2. FY2013-2014 One-Year Action Plan (City of Springfield section)
DISCUSSION/ FINANCIAL IMPACT:	The City of Springfield receives CDBG funds as an entitlement community and HOME funds as a participant in a HOME consortium agreement with the City of Eugene. CDBG funds are awarded to communities who carry out community development activities directed towards neighborhood revitalization, economic development, and the provision of improved community facilities and services. HOME funding is a housing block grant program allocated to communities to be used for housing rehabilitation, new construction, acquisition and tenant based rental assistance activities. A public hearing was held on April 15, 2013, to review and consider applications for CDBG and HOME funding. Council approved four projects for CDBG funding, one project for HOME funding, and one project for both CDBG and HOME funding. Council also approved changing the recommendation for the Catholic Community Services proposal from a loan to a conditional grant. The FY2013-2014 One Year Action Plan includes the CDBG and HOME funding allocations for projects and activities, and is consistent with the Council's actions of April 15, 2013. The plan must be approved by both the City of Springfield and City of Eugene prior to submission to HUD. In addition to the approved projects, a description of other activities that may be initiated is included in both the CDBG and HOME sections of the Action Plan. The public comment period for the City of Springfield section of the document concludes with the public hearing on May 6, 2013. The City of Eugene section of the Action Plan is being adopted separately by the Eugene City Council. The combined Eugene-Springfield One-Year Action Plan will be submitted to HUD on or before May 15, 2013 for review and acceptance.

FY2013/14 One-Year Action Plan
Executive Summary

Citizen Participation Process, Outreach and Technical Assistance

Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) funds are allocated through a competitive application process. Applications are solicited from area non-profit agencies and from private for-profit entities. The City of Springfield has been very successful in its outreach efforts to minorities, persons with disabilities and other underserved populations. Notices of funds availability, committee meetings and public hearings are widely distributed to area social service agencies and housing providers, including agencies that serve minorities and persons with physical and developmental disabilities. These include Sheltercare, Mainstream Housing, Alvord Taylor Supported Living, Full Access and Oregon Supported Living, Pearl Buck Center and the Arc of Lane County. The public hearings to receive input for the annual action plans are well attended and often include persons with disabilities and minorities. A significant portion of our Federal entitlements have gone to agencies that serve persons with physical and developmental disabilities.

Technical Assistance is provided individually to applicants during a required pre-submittal meeting with CDBG and HOME staff. Applicants are informed of local and federal rules and requirements that govern the CDBG and HOME programs. These include Davis-Bacon, environmental requirements, zoning and land use issues and program eligibility. Eligible applications are forwarded to the Springfield Community Development Advisory Committee (CDAC) for review.

FY2013/14 Allocation Process

Requests for Proposals were issued on January 24, 2013. $240,420 of HOME funds and $199,433 of CDBG funds were made available in the RFP. Selected projects and services will provide decent, safe and affordable housing for persons of low income, create or sustain a suitable living environment and provide economic opportunities for persons of low and moderate income. The deadline for receiving completed proposals from all applicants was March 15, 2013. The City received six requests for funding totaling $580,500. All applications were forwarded to the CDAC for review and consideration. The CDAC held a public hearing on April 4, 2013 to hear testimony, review proposals and develop funding recommendations. Nine persons attended the public hearing, with five persons providing testimony to the CDAC. After deliberation, the CDAC recommended all projects for CDBG or HOME funding. Recommendations for funding were forwarded to the Springfield City Council. The 30-day public comment period for the FY2013/14 One-Year Action Plan opened on April 5, 2013 with the publication of a combined notice of public hearing in the Register Guard and distribution of the notice to interested parties.

The Springfield City Council met on April 15, 2013 and held a public hearing on the CDBG and HOME funding recommendations for FY2012/13. Applicants, supporters and CDAC members attended the public hearing and ten people testified in support of the CDAC's recommendations. The Council considered testimony and discussed the individual projects and community goals. The Council voted 6-0 to approve CDBG and HOME funding as recommended. The 30-day comment period for the One-Year Action Plan will

close on May 6, 2013. The FY2013/14 One-Year Action Plan (Springfield section) will be presented to the City Council for consideration and approval at a public hearing on May 6, 2013.

Highlights – City of Springfield

Non-Profit Capital Projects

The Neighborhood Economic Development Corporation (NEDCO) is receiving $23,353 to assist with landscape and exterior improvements to the Sprout! Regional Food Hub. The improvements to the facility will allow it to better function as an outdoor marketplace and home of the seasonal Springfield Farmers' Market. The food hub is located in the former Springfield Christian Church at 4th and A Streets in downtown Springfield. The Sprout! food hub received $153,577 in CDBG funding for acquisition of the site in 2011, and $58,000 of CDBG in 2012 to assist with the purchase of commercial kitchen equipment.

Catholic Community Services (CCS) owns and operates the Springfield Community Service Center at 1025 G Street. CCS will receive approximately $17,500 of CDBG funds to assist with the renovation of the center. Activities include redesigning and repurposing the intake and resource distribution areas, and making improvements to the deteriorated parking lot. The Community Service Center is the largest distributor of emergency food in Springfield, distributing approximately 475 tons to over 12,000 low-income families and individuals in 2012. It is also one of two Springfield sites for the Egan Warming Centers.

Affordable Rental Housing

The Housing Authority and Community Services Agency (HACSA) and Metropolitan Affordable Housing (Metro) will be receiving approximately $81,580 of CDBG funds to assist with the acquisition and development of the commercial portion of Glenwood Place. The project has also been allocated approximately $210,170 of HOME funds for development of the housing component. When completed, the workforce housing within the development will consist of studio, one-bedroom and two-bedroom apartments set at rent levels affordable to individuals and families earning 30-60% of median area income.
HACSA received a HOME grant of $96,500 in FY2012 for predevelopment costs associated with Glenwood Place.

Affordable Homeownership Housing

Springfield-Eugene Habitat for Humanity (HfH) will receive approximately $30,250 of HOME funds to assist with infrastructure development on a site the agency owns on R Street in Springfield. When completed, the project will consist of seven single-family homes that will provide affordable homeownership opportunities for low and very low-income households. HfH uses a successful national model of homeownership development, utilizing volunteer labor and donations to reduce the cost of homeownership. HfH is nearing completion of the Meyer Estates subdivision, which received HOME funding in previous years.

Economic Development and Job Creation

NEDCO is receiving $30,000 in CDBG funding to assist 20 low-income Springfield microbusiness owners through their Hatch Business Incubator: Microenterprise

Development Program. CDBG funds will be used to offer direct scholarships that will offset the $1,800 annual subscription cost to the clients for participation and to build program capacity. The services provided to Hatch participants include on-site and off-site technical small business assistance, classes and workshops, and a series of entrepreneurial boot camps directed at specific industry clusters including food and social enterprise. Hatch is based on proven microenterprise and community development principles wherein businesses receiving services gain skills not only to build their own business, but to reinvest in their community. NEDCO has received past CDBG funding for Hatch in 2009, 2010 and 2012.

Downtown Redevelopment

The Springfield Economic Development Corporation (SEDA) is receiving $50,000 of CDBG to assist with the acquisition of a downtown property at 138 Main Street. The property is at the location of the planned downtown Mill Plaza, this acquisition is consistent with the adopted Downtown Urban Design Plan. Existing commercial tenants will be allowed to continue their current lease arrangements. As other adjacent properties are acquired and redeveloped over the next several years, SEDA will make plans to clear and redevelop the site as a public plaza. Relocation assistance, if necessary, will be provided to the commercial tenants prior to redevelopment. SEDA is a government agency and was created in 2004 by the City of Springfield and Lane County, for the purpose of eliminating blight in areas within the Agency's jurisdiction in ways which will foster a business climate, improve quality of life and encourage private investment in our community. This is SEDA's first CDBG application.

Other Activities and Housing Programs

- Housing Rehabilitation Programs - $80,000 in CDBG will be used by the City of Springfield to support two housing rehabilitation programs. These programs provide assistance to low and very low-income homeowners faced with major rehabilitation needs and emergency home repairs.

- Home Ownership Program - $100,000 in HOME funds will be used by the City of Springfield to support its Springfield Home Owner Program (SHOP). The SHOP will provide up to $7,000 to low-income homebuyers for downpayment assistance and other closing costs.

- Community Housing Development Organizations - $13,995 of HOME funds will go to support four Community Housing Development Organizations (CHDO). Called CHDO Operating Funds, the funds will be divided equally among Mainstream Housing, Inc., Metropolitan Affordable Housing Corporation, Neighborhood Economic Development Corporation and St. Vincent de Paul Society of Lane County.

- Public Services - $64,485 in CDBG will go to the Human Services Commission to support public services for low and very low-income persons. Funded agencies include Food for Lane County, the Relief Nursery, Catholic Community Services, and St. Vincent de Paul.

City of Springfield
One-Year Action Plan for FY2013/14
Community Development Block Grant Program

Description

The City of Springfield receives an annual allocation of Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD). The City of Springfield's fiscal year 2013/2014 (FY2013/14) CDBG allocation is projected to be approximately $429,897. This is a 5.0% reduction from FY2012, which itself was a reduction of 18% from the previous year. If this projection is accurate, this will be the lowest level of CDBG funding for the City since 1990. When HUD informs the City of its actual FY2013/14 CDBG allocation, project allocations will be adjusted as necessary.

The Community Development Advisory Committee (CDAC) was established by the City of Springfield to make recommendations concerning program policy and project selection to the City Council. Springfield allocates CDBG funds annually through a competitive Request for Proposals (RFP) process. One of the funding criteria for project selection is the efficient use of the CDBG dollars. This is demonstrated in a proposal by the amount of additional resources leveraged by the CDBG commitment. Although this funding criterion is weighed against other funding criteria, it has been a significant factor in bringing much needed resources into the community. The CDAC also determined that projects nearing completion should receive additional consideration for funding, as these projects have the potential of providing immediate benefit to the community.

It is anticipated that the FY2013/14 CDBG allocation will leverage other resources that will include but are not limited to the following: Springfield General Fund, other Federal resources, State funds, urban renewal, local assessments for public improvements, private donations, in-kind contributions, and contributions provided by the applicant agency.

Activities Benefiting Low- and Moderate-Income Persons

Generally, Springfield's CDBG-funded programs and projects are provided to benefit low-income residents living within the city limits of Springfield. Individuals participating in a CDBG-funded program are required to meet HUD Income Guidelines. In order to meet the CDBG National Objective of Benefit to Low and Moderate-Income Persons, CDBG-funded projects must either serve a specific low-income area, or provide tangible benefit to low- and moderate-income clientele (services, economic opportunities, housing). Funded programs and projects undergo periodic staff monitoring to ensure compliance with CDBG regulations. It is estimated that no less than $273,565 of FY13/14 CDBG funds will be spent on activities that benefit primarily low- and moderate-income persons.

Springfield Community Service Center Renovation. Catholic Community Services (CCS) owns and operates the Springfield Community Service Center at 1025 G Street. CCS will receive

approximately $17,500 of CDBG funds to assist with the renovation of the center. Activities include redesigning and repurposing the intake and resource distribution areas, and improving the deteriorated parking lot.

The Community Service Center is the largest distributor of emergency food in Springfield, distributing approximately 475 tons to over 12,000 low-income families and individuals in 2012. Persons in need may also receive clothing hygiene and personal items, household items, utility assistance, LTD bus passes and other necessary assistance. The center hosts the Soaring Hope meal program and day center for homeless persons and families. It is also one of two Springfield sites for the Egan Warming Centers.

Glenwood Place. The Housing and Community Services Agency of Lane County (HACSA) is partnering with Metropolitan Affordable Housing (Metro) to develop a 150 unit affordable housing/commercial complex in Glenwood. HACSA will be receiving approximately $81,580 of CDBG funds to assist with the acquisition and development of the commercial portion of the project. The project has also been allocated approximately $210,170 of HOME funds for development of the housing component. When completed, the workforce housing within the development will consist of studio, one-bedroom and two-bedroom apartments set at rent levels affordable to individuals and families earning 30-60% of median area income. The development will also include community spaces and meeting rooms, open areas, and parking for the commercial and residential tenants.

Glenwood is located in a transit-rich area, positioned between Eugene and Springfield, with easy access to the U of O, LCC, Peace Health Medical Center, and both downtowns. The development will be a catalyst for new economic activity along the Franklin Blvd. corridor, and is consistent with the goals of the Glenwood Refinement Plan. HACSA received a HOME grant of $96,500 in FY2012 for predevelopment costs associated with Glenwood Place.

Hatch Microenterprise Development Program. The Neighborhood Economic Development Corporation (NEDCO) will receive approximately $30,000 in CDBG funding to assist 20 low-income Springfield microbusiness owners through their Hatch Business incubator - Microenterprise Development Program. CDBG funds will be used to offer direct scholarships to eligible low-income microbusiness owners, and will offset some of the enrollment and program costs for participation and to build program capacity. The services provided to Hatch participants include on-site and off-site technical small business assistance, classes and workshops, and a series of entrepreneurial boot camps directed at specific industry clusters including food and social enterprise. Hatch Business Incubator sites are located at the NEDCO building on Main Street, at the SPROUT! Regional Food Hub, and at 18th Street and Mohawk Blvd.

Hatch serves three levels of business from concept to established and growing businesses: Activator (pre-launch phase); Incubator (operating business); and Accelerator (established businesses). An extensive menu of services which includes training, financial assistance, networking and access to physical infrastructure has been developed for each level. Hatch generates positive economic activity, especially in downtown Springfield. Hatch is based on proven microenterprise and community development principles wherein businesses receiving

services gain skills not only to build their own business, but to reinvest in their community. NEDCO has received past CDBG funding for Hatch in 2009, 2010 and 2012.

Activities for the Prevention or Elimination of Slum and Blighted Conditions

Another national objective of the CDBG program is the prevention or elimination of slums and blighted conditions in neighborhoods and communities, either by designating a specific area or by addressing conditions on a spot basis. The City of Springfield conducted a thorough inventory of structures in the downtown corridor to determine if the area would meet the CDBG qualifications as a Blighted Area. A total of 116 structures were inventoried and a visual inspection was made of the exterior of each structure. 68 structures were determined to have conditions of decay and deterioration. At a public hearing on December 1, 2003, the City Council approved amendments to the 2000 Eugene-Springfield Consolidated Plan to designate a Springfield Downtown Redevelopment Area, in compliance with CDBG regulations. The Downtown Redevelopment Area has boundaries of Mill Street (west boundary), South A Street (south boundary), 10th Street (east boundary) and B Street (north boundary), excluding the residential areas on the south side of B Street between 8th and 10th Streets, and on the north side of A Street between 9th and 10th Streets. The amendments to the Consolidated Plan also included provisions for reserving a portion of the City's annual CDBG allocation for projects that specifically address the problems of blight in the Downtown Redevelopment Area.

The City of Springfield aggregates CDBG public benefit over three consecutive plan years. This Action Plan covers activities for the third year in the three-year aggregate.

Downtown Property Acquisition. The Springfield Economic Development Agency (SEDA) has been approved for $50,000 of CDBG funds to assist with the acquisition of a commercial downtown property at the location of the planned Mill Plaza. The Mill Plaza is a major component of the Downtown Urban Design Plan, adopted by the Springfield City Council in September 2010. Located on Main Street between Pioneer Parkway East and West, the Mill Plaza is visioned to be the central public gathering place in downtown.

Although the development of the Plaza is still several years away, acquisition of the properties making up the plaza site needs to occur as properties become available on the real estate market. The property identified in this proposal is being offered for sale by its owner. There are currently two commercial tenants in the building occupying the property. It is anticipated that the tenants will be allowed to remain in the building until such a time that the premises need to be vacated for redevelopment. Relocation services and assistance will be offered to the tenants at that time, if necessary. The buildings in the vicinity of the proposed Mill Plaza are of low-value, underperforming economically and lack the density and multi-use functionality required to meet the long-term objective of the Downtown Urban Design Plan. This activity is eligible under the CDBG "slums and blight" national objective.

Marketplace@Sprout! NEDCO is receiving approximately $20,353 of CDBG funds to assist with Phase 3 of the Sprout! Regional Food Hub project, which consists of improvements to the grounds and exterior of the Sprout! facility to allow it to better function as an outdoor marketplace and home of the seasonal Springfield Farmers' Market. The food hub is located in the former Springfield Christian Church at 4th and A Streets in downtown Springfield. Food entrepreneurs and micro-businesses have access to the fully equipped commercial kitchen to prepare their wares and build their businesses. The CDBG funds will provide durable hardscaping, way finding components, and functional landscaping to allow the seasonal market to generate high levels of attendance. This activity is eligible under the CDBG "slums and blight" national objective as site improvements to a public facility. **Pre-Award Costs**: As NEDCO prepares Sprout! for the summer market season, they may elect to start the work on the exterior of the facility prior to HUD's approval of this action plan. This is called "pre-awards costs" and is allowed under the CDBG program. Activities occurring after the date of approval by the Springfield City Council of this action plan are eligible for reimbursement from FY13/14 CDBG funds. Reimbursement can only occur after HUD's approval of the action plan, and the execution of the CDBG Agreement between the City and NEDCO.

The Sprout! food hub received $153,577 in CDBG funding for acquisition of the site in 2011, and $58,000 of CDBG in 2012 to assist with the purchase of commercial kitchen equipment.

An allocation table and summaries of each approved project can be found at the end of this section. Funding for grant administration and planning, public services and housing programs in the amounts shown in the table was also approved by the Council at the public hearing on April 15, 2013.

Anti-Poverty and Homeless Housing Continuum of Care Service System

The City of Springfield works with its partners in local government, the City of Eugene and Lane County, in a collaborative effort to address anti-poverty and homeless issues. The intergovernmental Human Services Commission (HSC), composed of elected officials and appointed members from these jurisdictions, allocates funding to address these issues. The HSC is administering a work program that encompasses the following areas:

- Crisis Access & Stabilization Service System
- Short-Term Basic Needs Services
- Transitional Housing Services
- Permanent Supportive Housing Services

The Continuum of Care approach provides for multi-point access to services and linkages among settings and services providers. Not all at-risk or homeless families and individuals will need access to all four components.

It should be noted that the current economic crisis is having a significant impact on the HSC agencies. Funding sources for vital services are being cut or eliminated, while at the same time, the number of individuals and households in need of assistance is growing dramatically. While the City will do what it can to assist the agencies and their clients, it is very clear that the upcoming year will be very challenging for all service providers. The HSC will receive an allocation of approximately $64,485 in CDBG funds from the City of Springfield, which is equivalent to 15% of the City's anticipated FY13/14 allocation. This is a reduction from last year, and continues a trend of reduced funding that began in FY05.

To further incorporate the Continuum of Care philosophy into its delivery of services, Springfield's Housing Program manages an array of services that benefit very low and low-income persons. The five programs being administered by the housing programs staff address homeless prevention and housing assistance, repair to dwellings owned by low and very low-income households and homeownership through the SHOP. These programs are described more fully in the following narratives (the SHOP narrative will be found in the HOME program section).

City of Springfield CDBG Funded Housing Programs

- The City of Springfield continues to manage the successful CHORE program, one of five City-run housing programs. This program is designed to provide assistance to very low-income, primarily elderly or disabled homeowners in Springfield, and provides basic lawn care services and exterior home maintenance. By helping to maintain the appearance of their property, the CHORE program helps to keep the property and occupants from being identified as "easy" targets of crime and vandalism based on their age and/or disability. In addition to the benefit to the property owner, this activity also benefits the surrounding neighborhood. The City hopes to continue the CHORE program by using CDBG program income, if available, (not to exceed the 15% cap for public services) to provide services to homeowners who are unable to perform these services on their own. The program allows up to $250 annually to an eligible household for these activities.

- The City of Springfield will continue to provide assistance to qualified low-income homeowners through its Emergency Minor Home Repair Program and the Springfield Home Improvement Program (SHIP). These programs are funded from CDBG program income generated through SHIP loan repayments (when available) and an allocation from the new CDBG grant. The City will allocate $80,000 from its new CDBG grant for this purpose.

- Emergency assistance to very low-income renters is made available through Springfield's Emergency Rental Assistance Program (ERAP). This program provides single episode

assistance to qualified renters. Strict household and property eligibility requirements help to protect this program against abuse or misuse. The severe reduction to the FY2012/13 CDBG allocation forced the City of Springfield to suspend this vital program. This program is not expected to be revived until funding levels increase.

Coordination

Coordination efforts between public assisted housing providers and private and government health, mental health and service agencies is an extremely important activity. It is important, particularly now, when a number of housing providers are including within their programs service components for the residents of their housing projects. Staff also works closely with other resource providers coordinating efforts with the Springfield Utility Board for energy assistance and weatherization, the Lane County Senior and Disabled Services, and the United Way.

The Housing Policy Board (HPB) is an intergovernmental body formed by representatives from Eugene, Springfield, Lane County, and the Housing and Community Service Agency (HACSA) to develop countywide housing priorities. The HPB's mission is "...to increase the availability of decent, affordable housing for low- and very low-income families and individuals in Lane County."

The HPB meets on a monthly basis. The meetings are regularly attended by HACSA, the HSC, Eugene and Springfield staff, non-profit providers, and developers. The agenda topics and information shared at the meetings allows for a formal method of communication to occur on a regular basis. The housing and service groups have established coordination and integration of the total housing delivery system (capital needs and service needs).

Fair Housing Plan (CDBG and HOME Programs)

Eugene and Springfield have a long history of cooperation as they work together to address increasing the supply of low-income housing and furthering fair housing choices. The two jurisdictions formed a consortium to receive federal HOME funds. Elected officials from both jurisdictions serve on the Intergovernmental Housing Policy Board. The Consolidated Plan is another example of the jurisdictions working together.

The federal Fair Housing Act requires the Secretary of HUD "to administer the Department's housing and community development programs in a manner to affirmatively further fair housing." The Housing and Community Development Act of 1974 and the National Affordable Housing Act, as amended, govern the administration of CDBG and HOME funding and require participating jurisdictions to certify that they will affirmatively further fair housing.

In order to uphold its commitment to affirmatively further fair housing and meet its federal obligation to engage in fair housing planning, Eugene and Springfield have collaborated on

an "Assessment of the Impediments to Fair Housing and Fair Housing Plan Strategies" that identifies road blocks or "impediments" that affect fair housing choice.

In addition to the issues and actions that are described in the Eugene-Springfield Fair Housing Plan, the following are some of the strategies and programs that the City of Springfield is using to affirmatively further fair housing:

Continue to identify areas in Springfield's Land Use Policies that may unintentionally restrict, inhibit or otherwise impede the development of affordable housing - A primary goal of the federal Fair Housing Act and its amendments is to provide housing choice for everyone; everyone should be able to live where they choose, if they can find housing in the area of their preference that they can afford. The 2010 Eugene-Springfield Fair Housing Plan identified a number of impediments to Fair Housing, including several that can be addressed in part through land use policies, such as: an inadequate supply of affordable housing; market conditions that increase housing cost or decrease housing choice; and that suitable sites for future affordable housing construction can be difficult to find, expensive to acquire, and may have constraints that limit development opportunities. Because economic needs, regional and local demographics, technological advancements, and other factors that affect housing development are ever changing, evaluation of and development of measures to address land use impediments to housing choice and affordability are ongoing activities at the City of Springfield.

Specific policies were incorporated in the Residential Land Use and Housing Element of the Springfield 2030 Refinement Plan to ensure that residential development will occur with housing types, mixes, and densities sufficient to accommodate the City's projected 20-year housing needs. This document includes policies to plan for growth and needed housing; to foster housing choice and affordability; and to encourage housing diversity and quality neighborhoods. Implementation of these policies includes actions that will, in part, address some of the aforementioned impediments to Fair Housing.

A number of these policies will be implemented through the neighborhood-specific Glenwood Refinement Plan, which was adopted in 2012. For example, the updated Glenwood Refinement Plan re-designates over 30 gross acres of land for high density residential mixed use, which increases development opportunities for a diversity of quality higher density housing types, including affordable housing, in a location served by existing frequent transit service and with access to employment centers, shopping, and recreational opportunities. The Glenwood Refinement Plan also includes policies developed to encourage and facilitate the development of high density housing in this mixed use transit oriented development area, including increasing the density minimum, allowing for density averaging on development sites, eliminating density maximums, increasing building heights, and providing financial incentives for the development of new high-density housing units through local, state, and federally-funded housing and community development programs. In addition, transportation policies and associated development and design standards seek ways to reduce development impediments to more efficient utilization of the residential land supply through street widths, parking requirements, and parking management strategies.
Fair Housing Hotline - Our contract for a fair housing consultant and operator of a 24-hour fair

housing hotline is a key component in Springfield's ongoing commitment to affirmatively further fair housing. The fair housing consultant provides is a valuable resource to people who feel that their rights to housing in Springfield have been violated. The consultant is also a valuable resource for property managers and landlords whether or not they are the focus of fair housing complaints. The fair housing consultant is able to educate and train them in the current state of fair housing law, answer questions they may have regarding their enforcement and eviction practices, and mediate tenant landlord disputes. By providing timely and accurate information to tenants, landlords, and property managers, the consultant is able to assist in the resolution of many housing related complaints, before they escalate. The City of Springfield's AI states under *"Rental Practices"* that the lack of fair housing training being provided to rental managers and landlords may contribute to the higher incidents of complaints in the rental market (relative to the ownership market). Our contract with the fair housing consultant addresses this impediment, and supports Springfield's certification to affirmatively further fair housing. The City of Springfield is contracting with the Fair Housing Council of Oregon to provide these services for FY2012/13.

Emergency Rental Assistance – In response to requests and queries from area housing providers, the City of Springfield designed and implemented the Emergency Rental Assistance Program (ERAP) in 2003. The providers identified a need for one-time assistance to help households who are facing eviction for non-payment of rent, due to extraordinary or catastrophic circumstances. The program will pay 60% of the past-due rent (up to $400). Strict programmatic requirements help to ensure that assistance is provided where the need is greatest, and where the probability of long-term benefit is evident. By curing evictions and helping people remain in their homes, this activity supports the City of Springfield's certification to affirmatively further fair housing. This program is being suspended in FY13 as a result of the drastic reduction of CDBG funding.

Springfield Home Ownership Program - The City of Springfield continues to administer the very successful Springfield Homeownership Program (SHOP). The SHOP provides downpayment assistance for low-and very low-income households. SHOP brochures and posters have been printed in both English and Spanish language versions. The cities of Eugene and Springfield combine efforts to provide ongoing lender and realtor training. In addition Springfield staff avail themselves regularly to agencies and organizations to provide SHOP training to their employees, associates and clients. Springfield staff continues to work to build relationships with lenders and realtors to increase outreach to the Hispanic population.

Housing for Special Needs Populations - The Springfield City Council continues to support the development of housing to meet the needs of developmentally disabled, physically disabled and aging populations. The recently constructed Afiya Apartments are located at 10th Street and Main Street and provides affordable service enriched housing for adults with developmental and psychiatric disabilities. Alvord Taylor Supported Living has used an allocation of FY12 HOME funds to renovate a home for adults with developmental as well as severe physical disabilities. And the Aster Apartments were recently completed with the

assistance of Springfield HOME funds, and now provides safe and affordable housing for seniors. These are a few of the many ways that the City is working to increase and diversify affordable housing opportunities as a way to affirmatively further fair housing in Springfield.

Language as an Impediment to Fair Housing – The City of Springfield has taken great strides to mitigate the impact of language as an impediment to fair housing opportunities. The City's Housing Planner is fluent in Spanish and will be available to interpret for clients and translate related housing documents. In addition, all of the various housing program brochures have been printed in Spanish, and several employees who work in City Hall are bi-lingual and bi-cultural and are available to assist with client communication. As mentioned earlier, the City also sponsors the "The ABCs of Homebuying" classes in Spanish. We will continue to develop our outreach capabilities as a means of providing fair housing opportunities. As an additional resource, the Fair Housing Council of Oregon provides all of their hotline, information, outreach and enforcement services in Spanish and English.

Housing Outreach - Housing Programs Staff routinely participates in many community outreach events to inform low and moderate-income persons of the opportunities that are available to them through the City's housing programs. The City has been fortunate to be able work closely with the Neighborhood Economic Development Corporation (NEDCO) in their role as the Homeownership Center of Lane County. Located in an historic building three blocks from City Hall, NEDCO provides a comprehensive array of services that together help families achieve their goal of homeownership. The services include providing information on first time homebuyer programs, providing homeownership education and counseling through the Threshold Homeownership Education and Counseling Program and the ABC's of Homebuying class, working with lenders and real estate professionals who have a mission to help first time homebuyers. Through the Regional Housing Center staff has had numerous opportunities to participate in Mortgage Broker/Lender and Realtor training as well as the Oregon Real Estate Symposium. Most recently, NEDCO has been at the forefront with foreclosure counseling services provided from their downtown offices. The City will continue to partner with NEDCO to provide important and timely services to Springfield residents, and help the community meet its diverse housing needs.

Reduction of Lead-Based Paint Hazard (CDBG and HOME Programs)

Background

The health risks to young children posed by lead-based paint in residential dwellings remain an important issue. Progress in research and technology during the past 25 years has improved the understanding of how children are poisoned and our knowledge of how to better protect them, yet lead-based paint risks to children is still a significant problem nationally. In an effort to address this problem, HUD published its Final Rule to Title X of the 1992 Housing and Community Development Act in September 1999. This rule, referred to as the Lead Safe Housing Regulation, requires certain prescribed actions by HUD grantees to

identify, stabilize, or remove lead-based paint hazards in housing receiving HUD assistance. The scope of activities required by HUD is largely dependent upon the type of housing affected and the amount of Federal assistance provided, with rehabilitation activities using in excess of $25,000 of HUD funds requiring the highest level of treatment. Initially, all HUD grantees were required to be in compliance with the rule by September 2000. The rule only affects residential structures built before 1978. Currently, there is no plan for HUD or another section of the Federal government to provide funding to jurisdictions to help pay for the cost of implementing the lead-based paint regulations.

City Administered Housing Rehabilitation Programs

It is estimated that, in the cities of Eugene and Springfield, approximately 55,000 units of housing were built prior to 1978, and may contain lead-based paint. This represents nearly 70% of all housing units in the metropolitan area. Since the vast majority of the homes assisted through each City's homeowner rehabilitation programs (including emergency minor home repair) are in this age category, it is clear that dealing with the issue of lead-based paint will have a significant impact on these programs. Many facets of each jurisdiction's housing programs will be affected:

- Costs associated with lead paint testing and treatment will increase the total costs of many small projects, meaning either an increased budget or a reduction in the number of units assisted.

- Temporary relocation of residents while treatment/abatement activities are taking place will add to the project cost, and make higher demands on the assigned staff.

- Because lead-hazard abatement may be cost-prohibitive, clients are being strategic on what they choose to repair or replace, and typically limit their requests to items that normally will not trigger the lead paint rules. These include items such as replacing roofing, water heaters, attic and crawlspace insulation, and electrical and plumbing repairs when the repairs do not disturb painted surfaces.

City Administered Homeownership Programs

The homeownership downpayment assistance programs currently being administered by each City is also affected by the Lead Safe Housing Regulation, though not to the extent of the rehabilitation programs. Compliance means visually identifying deteriorated paint and stabilizing the affected areas using safe work practices. The unit must then be cleared by a certified lead-based paint inspector. Therefore, it is incumbent on the seller and listing realtor to take the necessary steps to present a "clean" unit upon initial inspection to avoid costs and delays associated with testing, stabilization, and clearance activities. When a home shows visual signs of deteriorated paint surfaces, sellers and buyers often choose to forego using the downpayment assistance programs if compliance with the lead-based paint rule is perceived as being overly burdensome.

Non-Profit Housing Rehabilitation Projects

Acquisition and rehabilitation activities of older structures undertaken by area non-profit housing providers receiving HUD funds must also comply with the lead-hazard rule. Since these projects often require HUD subsidies exceeding $25,000 per unit, the cost of treating lead-based paint may add significantly to the overall cost of the project. Additional funds may be required to offset the increase in cost, with the probable result of fewer units being rehabilitated. Non-profit housing providers have become acutely aware of the impacts of the lead-hazard rule on their projects, and will typically avoid using CDBG or HOME funds to acquire or rehabilitate a property that may have significant lead paint issues.

Other Activities

Purchase of Distressed, Undervalued or Beneficial Properties

Occasionally, the City of Springfield is made aware of an opportunity to purchase property that is distressed or undervalued, or whose location and features are such that its acquisition by the City may be beneficial to the community. In the past, the City could not use CDBG and/or HOME funds to assist with the acquisition of such properties because that activity was not included in the current Consolidated Plan. When an opportunity presented itself, the City would, a) pass the opportunity to acquire the property on to area non-profit housing providers, b) allow the market to determine the property's disposition, or c) in the case of distressed properties, let the property lapse into foreclosure. With the rapid increase of land values in Springfield, the City may want to consider acquiring such properties with HOME or CDBG funds, and make them available in the future for purchase and/or development of an eligible project that would benefit the Springfield community. Examples of how this provision could be used:

- Purchase of residential properties prior to foreclosure to be made available for affordable homeownership housing.
- Purchase of vacant land for future use as affordable housing or neighborhood development.
- Purchase of distressed downtown properties for redevelopment.
- Purchase of properties in Glenwood for redevelopment.

Approval by the City Council will be required prior to acquiring any properties. Due to the scarcity of available CDBG and HOME funds, it is anticipated that this provision will be used very sparingly. However, inclusion of this provision in the Five-year Consolidated Plan is

necessary in order for the City to consider acquisition with CDBG or HOME funds as an option.

Relocation Assistance

At a work session on April 21, 2008, the Springfield City Council directed staff to investigate the viability of using CDBG and HOME funds to provide limited relocation assistance to mobile home park residents facing forced eviction. Although there are currently no plans for any mobile home park closures in Springfield, the growth and redevelopment of much of the urban core of the city seems to make MH park closures a certainty in the future. The Council felt that it is in the community's best interest to begin discussing and analyzing the options and resources available. Under most circumstances relocation assistance by the City will be provided on a voluntary basis, and not as a required action under the Uniform Relocation Act, CDBG or HOME statutes. This activity was included in the FY2010 One-year Action Plan as an amendment to the current Consolidated Plan. It is unclear how and in what capacity CDBG and/or HOME funds will be used to assist with relocation, but general relocation assistance as a possible activity will continue to be included in the Consolidated Plan.

Contingency Funding and Contract Amendments

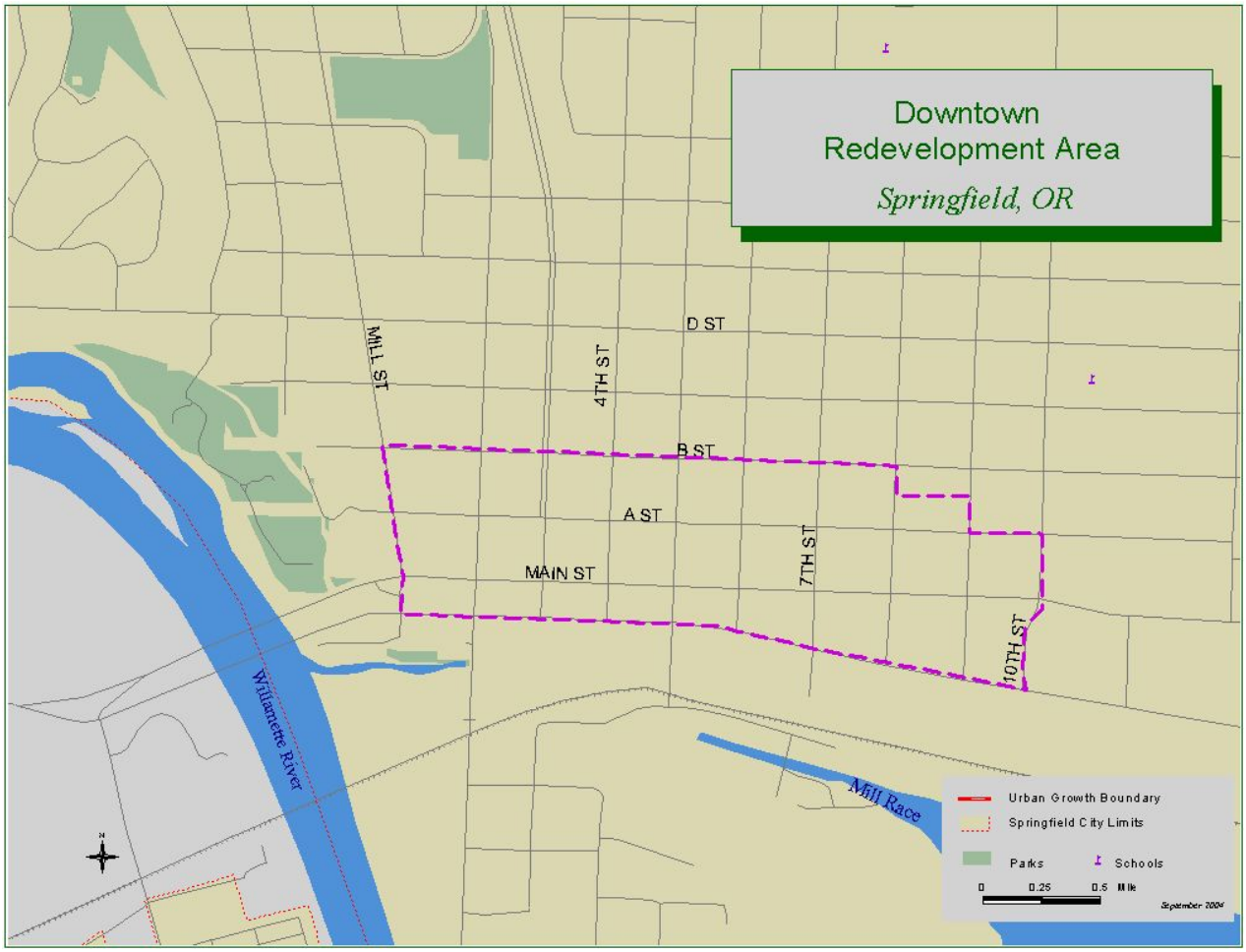
It is the nature of CDBG and HOME projects that funding usually comes from a variety of different sources having different requirements. CDBG and HOME funds are often used as leverage by project developers to secure additional funding from foundations, state and local programs and from private donors. CDBG and HOME funds may be one of the earliest funding commitments for projects, and the amounts and terms of these commitments may need to be modified from time to time as the project evolves. Contingency funding during project development and contract amendments during the operating cycle are ways that help to ensure continued public benefit for CDBG and HOME projects. Contingency funding allows the City to invest additional funds into a developing project without the requirement of a full public process, as long as the amount does not exceed 30% of the original allocation. This method is generally preferred over adding a contingency amount at the front end of project development because it doesn't tie up CDBG or HOME funds unnecessarily. Contingency funding is reported in IDIS and is reflected in the Consolidated Annual Performance and Evaluation Report (CAPER).

Although regulations allow CDBG and HOME allocations to be outright grants to eligible projects, the City of Springfield has taken a more individualized approach and creates its CDBG and HOME contracts to fit the needs of the particular project. When proforma operating budgets suggest that projected cash flows will support a loan, funds are loaned instead of granted. Particularly with HOME projects where housing affordability is the primary goal, conditions may occur that make it difficult or impossible for a project to make its HOME loan payments as stipulated in the contract. Allowing staff to amend the terms and/or conditions of the contract to meet the needs of the project will help affordable housing providers stay in compliance with federal affordability requirements. In doing so, projects are able to provide continued public benefit. This is also pertinent to CDBG Business Development Loans, which is a new program that the City started this fiscal year. All

amendments to CDBG or HOME contracts shall maintain compliance with CDBG or HOME programmatic requirements.

Downtown Redevelopment Area

With the designation of the Springfield Downtown Redevelopment Area in 2004, the City of Springfield took a major step toward reversing the decades of disinvestment and decay that has plagued the city's central business area. The City Council has committed CDBG funds to assist two capital projects in the downtown core, and identified a third project for future CDBG funding. These projects are described in the section "Activities for the Prevention or Elimination of Slum and Blighted Conditions".



Monitoring

CDBG-funded projects meeting the Low and Moderate Income benefit (LMI) national objective must either serve a specific low-income area or target population. Individuals participating in a CDBG-funded program or receiving direct benefit from CDBG funded activities are required to meet HUD income guidelines. Funded programs and projects undergo regular monitoring by staff to ensure compliance with CDBG regulations.

Five-Year Goals
Performance goals are established for Springfield over the five-year period covered by the 2010 Consolidated Plan. Actual outcomes will be compared to the annual and 5-year goals and will be reported in the Consolidated Annual Performance and Evaluation Report.

Subrecipient Monitoring
Local non-profit social service providers sign contracts that set goals, scope of work, and identify the budget for use of CDBG funds. These contracts are administered by Lane County. Quarterly progress reports are submitted. Annually, staff from the Cities of Springfield and Eugene and staff from Lane County conduct a "risk assessment" of each agency's performance. A letter is then sent to the agency with any follow-up issues or concerns. These issues are addressed in an on-site follow-up monitoring of selected agencies. For other sub-recipients, City staff reviews the status of the contract regularly and works directly with the agency to review compliance.

City Single Audit
The City of Springfield's external auditors annually review the City's federal grants, including CDBG.

Project Management
CDBG and HOME projects are managed by City staff trained in federal grant administration. Compliance with federal, state and local regulations is monitored throughout the implementation period. Project contracts include a scope of work, timeline, budget and all regulatory requirements (use of minority business enterprises, environmental requirements, mitigation efforts, record keeping, etc.).

Summary of Other Resources

The following is a list of Federal and non- federal public and private funding sources which can reasonably be expected to be available for project development (the City of Springfield does not receive Section 8 funds or McKinney-Vento Homeless Assistance program funds):

- **Oregon Housing Trust Fund.** Administered by the State of Oregon. Eligible activities include acquisition, construction and rehabilitation, and pre-development costs associated with low- and moderate-income housing development. The full amount of Oregon Trust Funds invested into the project is eligible as HOME match.

- **Oregon Affordable Housing Tax Credit Program.** Formerly called the Oregon Lender's Tax Credit Program; administered by the State of Oregon; provides below-market

interest rates for low- and moderate-income housing projects. Maximum interest rate reduction is 4% below market, for a maximum term of twenty years. HOME match is calculated by applying the present discounted cash value to the total yield forgone by the lender.

- **Economic Development Initiative (EDI) Special Projects Grants.** The City of Springfield has been successful in the past in securing EDI grants for downtown redevelopment. EDI grants are project-specific awards by HUD to support and stimulate economic development. The Wildish Community Theater was the most recent recipient of an EDI-Special Projects grant from HUD. Although Congress did not provide funding for the EDI program in the Federal FY12 budget, it is likely that the EDI program may be resurrected in future budget years.

- **Low-Income Housing Tax Credits (LIHTC).** This is a federal program that can provide large infusions of capital to affordable housing projects. Tax credits are awarded to a project over a 10 year period. These tax credits are then sold or "syndicated" to private businesses or organizations at less than face value to offset their tax liability. The Royal Building project is the most recent recipient of an LIHTC award.

- **Section 108 Loan Program.** Springfield received its first Section 108 loan in 2009. The loan of $450,000 was to assist NEDCO with the purchase of a downtown building in which to relocate their offices and classroom. The historic building also includes 4 residential rental units on the second floor and a ground floor retail space on Main Street. Section 108 funds are treated as CDBG funds, and projects are subject to the same national objectives and eligibility requirements.

- **Volunteer Labor**. Area non-profit housing developers have been successful in utilizing volunteer labor in their developments. The Lane Community College Construction Technologies Department has contributed student labor for all phases of housing development. Architects, attorneys, and other professionals have also contributed their services to non-profit housing developments in Springfield. Volunteer labor is eligible as HOME match and is calculated at a flat rate of $10.00 per hour.

- **State Loan Guarantee Program**. Although this is not a "true source" of funds, this program serves to enhance a loan by providing a warranty as security for up to 25% of the loan value. Used as a tool by housing developers, it can allow lenders to increase their loan amount, and/or decrease the interest rate of the loan at little or no additional risk to the lender. Not eligible for HOME match.

- **Property Tax Exemptions**. Exemptions from City property taxes have been allowed for qualified non-profit housing developers on a project-by-project basis to low- and moderate-income housing developments. Generally based on the benefits provided to the community and the duration of the low- and moderate-income housing

commitment, property tax exemptions are eligible as HOME match. The amount of match credit is calculated as the current discounted cash value of the tax exemption.

- **Vertical Housing Development Zone Tax Exemption**. In October 2004, the City of Springfield received a Vertical Housing Development Zone (VHDZ) designation from the State of Oregon. The VHDZ program allows partial property tax exemption for qualified new housing that is built over street level commercial space. An eligible project can receive 20% of tax exemption per floor of housing up to a total of 80%. This program can provide valuable incentives to develop new housing in Springfield's downtown corridor, which in turn will help support commercial growth and revitalization activities.

- **Private Contributions**. Cash and materials have been contributed in the past by private businesses, corporations, and foundations to assist in the development of low-income housing in Springfield. It is expected that future contributions from private sources will continue to provide needed assistance. Private contributions are eligible as HOME match.

Five CDBG projects, grant administration, Human Services Commission and housing program allocations were approved for funding at a public hearing before the Springfield City Council on April 15, 2013 and are included in this One-Year Action Plan. A table of Springfield's CDBG activities and programs, and summary descriptions of Springfield's approved CDBG projects follow this narrative section.

FY2013/14 CDBG Funding Allocations

Funding Amounts:

New Grant Funds	*$429,897*
Prior Years	*$ 0*
TOTAL AVAILABLE	***$429,897***

Applicant	*Project*	*Amount*	
		New Funds	*Prior Years*
Catholic Community Services	*Renovation of the Springfield Community Service Center and parking lot*	*$17,500*	*$0*
Springfield Economic Development Corporation	*Purchase of downtown property for future development of downtown Mill Plaza*	*$50,000*	*$0*
HACSA, Metropolitan Affordable Housing	*Acquisition and development of Glenwood Place mixed-use development*	*$81,580*	*$0*
NEDCO, Hatch	*Microbusiness assistance for 20 low-income Springfield businesses through the Hatch Business Incubator Program.*	*$30,000*	*$0*
NEDCO, Sprout!	*Exterior improvements to Sprout! Regional Food Hub*	*$20,353*	*$0*
	City Housing Programs	*$80,000*	*$0*
	Human Services Commission	*$64,485*	*$0*
	Grant Administration	*$85,979*	*$0*
	Unallocated funds	*$0*	*$0*
	GRAND TOTAL	***$429,897***	***$0***

Summary of FY2013/14 CDBG Proposals and Approved Funding Amounts

1. **Project:** **Springfield Service Center Renovation**
Location: 1025 G Street, Springfield
Developer: Catholic Community Services
Approved: $17,500 CDBG Grant
Total Proj. Cost: $165,000

Catholic Community Services is receiving $17,500 of CDBG funds to assist with the renovation of the Springfield Community Service Center at 1025 G Street. Renovation activities include the intake, waiting and resource distribution areas, and the replacing the deteriorated parking lot.

The Springfield Community Service Center is the largest distributor of emergency food in Springfield. Approximately 375 tons of food was dispensed last year, serving more than 12,000 individuals. Persons in need may also receive clothing, hygiene and household items, assistance with utility bills, bus passes and other necessary assistance. The center hosts the Soaring Hope meal program and day center for homeless persons and families. It is also one of two Springfield sites for the Egan Warming Centers.

2. **Project:** **Acquisition of Downtown Property (Mill Plaza)**
Location: 138 Main Street, Springfield
Developer: Springfield Economic Development Corporation
Approved: $50,000 CDBG Loan
Total Proj. Cost: $750,000

The Springfield Economic Development Corporation (SEDA) is receiving $50,000 of CDBG to assist with the acquisition of a downtown property at 138 Main Street. The property is at the location of the planned downtown Mill Plaza, this acquisition is consistent with the adopted Downtown Urban Design Plan. There is a commercial building currently on the site, occupied by two commercial tenants. There are no residential units on the site. Although development of the Mill Plaza will not occur for several years, the opportunity to purchase this key piece of property is immediate. Upon acquisition, SEDA and the City will partner to manage and operate the building with no anticipated changes in use. Current tenants will be allowed to continue their current lease arrangements. As other adjacent properties are acquired and redeveloped over the next several years, SEDA will make plans to clear and redevelop the site as a public plaza. Relocation assistance, if necessary, will be provided to the commercial tenants prior to redevelopment.

The Mill Plaza is envisioned as the City's "living room", creating the needed civic gathering place identified in the Urban Design Plan. It is considered a catalyst project, and an important step in the redevelopment of downtown as a whole.

SEDA is a government agency and was created in 2004 by the City of Springfield and Lane County, for the purpose of eliminating blight in areas within the Agency's jurisdiction in ways which will foster a business climate, improve quality of life and encourage private investment in our community. This is SEDA's first CDBG application.

3.	**Project:**	**Glenwood Place Mixed-Use Development**
	Location:	4224 Franklin Blvd., Glenwood
	Developer:	Housing and Community Services Agency of Lane County
	Approved:	$81,580 CDBG Grant
	Total Proj. Cost:	$22,665,550

HACSA, in partnership with Metropolitan Affordable Housing is receiving $81,580 of CDBG and $210,170 of HOME funds to support the development of Glenwood Place, a multi-family mixed used development located in Glenwood. When completed, the development will consist of 149 affordable workforce housing units and ground floor commercial space fronting Franklin Blvd. Glenwood is located in a transit-rich area, positioned between Eugene and Springfield, with easy access to the U of O, LCC, Peace Health Medical Center, and both downtowns.

The workforce housing within the development will consist of studio, one-bedroom and two-bedroom apartments set at rent levels affordable to individuals and families earning 30-60% of median area income. The development will include community spaces and meeting rooms, open areas, and parking for the commercial and residential tenants. The development will be a catalyst for new economic activity along the Franklin Blvd. corridor, and is consistent with the goals of the Glenwood Refinement Plan.

If awarded, these funds may not be used by the developers until the site has received environmental clearance, and has been annexed to the City of Springfield. The annexation process has been initiated. HACSA received a HOME grant of $96,500 in FY2012 for predevelopment costs associated with Glenwood Place.

4.	**Project:**	**Hatch Microenterprise Development Program**
	Locations:	418 A St., 216 Main St., 1488 18th St., Springfield
	Developer:	Neighborhood Economic Development Corp.
	Approved:	$30,000 CDBG Grant
	Total Proj. Cost:	$190,505

NEDCO is receiving $30,000 in CDBG funding to assist 20 low-income Springfield microbusiness owners through their Hatch Business Incubator: Microenterprise Development Program.

CDBG funds will be used to offer direct scholarships that will offset the $1,800 annual subscription cost to the clients for participation and to build program capacity. The services provided to Hatch participants include on-site and off-site technical small business assistance, classes and workshops, and a series of entrepreneurial boot camps directed at specific industry clusters including food and social enterprise. Hatch Business Incubator sites are located at the NEDCO building on Main Street, at the SPROUT! Regional Food Hub and at 18th Street and Mohawk Blvd.

Hatch serves three levels of business from concept to established and growing businesses: Activator (pre-launch phase); Incubator (operating business); and Accelerator (established businesses). An extensive menu of services which includes training, financial assistance, networking and access to physical infrastructure has been developed for each level. Hatch generates positive economic activity, especially in downtown Springfield. Hatch is based on proven microenterprise and community development principles wherein businesses receiving services gain skills not only to build their own business, but to reinvest in their community.

NEDCO has received past CDBG funding for Hatch in 2009, 2010 and 2012.

5.	**Project:**	**Marketplace@Sprout! Exterior Improvements**
	Location:	418 A Street, Springfield
	Developer:	NEDCO
	Approved:	$20,353 CDBG Grant
	Total Proj. Cost:	$80,000

The Neighborhood Economic Development Corporation (NEDCO) is receiving $20,353 of CDBG funds to assist with Phase 3 of the Sprout! Regional Food Hub project, which consists of improvements to the grounds and exterior of the Sprout! facility to allow it to better function as an outdoor marketplace and home of the seasonal Springfield Farmers' Market . The food hub is located in the former Springfield Christian Church at 4th and A Streets in downtown Springfield. Food entrepreneurs and micro-businesses have access to the fully equipped commercial kitchen to prepare their wares and build their businesses. The CDBG funds will provide durable hardscaping, way finding components, and functional landscaping to allow the seasonal market to generate high levels of attendance.

The Sprout! food hub received $153,577 in CDBG funding for acquisition of the site in 2011, and $58,000 of CDBG in 2012 to assist with the purchase of commercial kitchen equipment.

City of Springfield
One-Year Action Plan for FY2013/14
HOME Investment Partnerships Program

Description

HOME Investment Partnerships Program (HOME) funds are received from the U.S. Department of Housing and Urban Development (HUD) and administered by the Eugene-Springfield Consortium for the metropolitan area. The primary purpose of the HOME program is to expand the supply of decent, safe, sanitary, and affordable housing, with primary attention to rental housing, for low- and moderate-income families. HOME funds can be used for new construction or rehabilitation of housing projects which will be affordable to low- and moderate-income households, for the acquisition of eligible properties by for-profit and non-profit developers, for tenant-based rental assistance programs, and for first-time homebuyer programs. HOME funds can be provided to the project as a grant or as a loan, and the loan can be set up in various ways; low- or no interest, amortized, deferred or forgiven according to the needs of the project. Springfield's Fiscal Year 2013/2014 (FY2013/14) allocation of HOME funds will be $279,910. This is a marked reduction from previous allocations, and continues a downward trend in federal grant funding for the city. When HUD informs the City of its actual FY2013/14 HOME allocation, project allocations will be adjusted as necessary.

The HOME Agreement is a document entered into by the City of Springfield and the recipient of HOME funds. The Agreement fixes the amount of the allocation, determines the terms of repayment, defines the performance and monitoring parameters of the project, and certifies acceptance and compliance with all applicable Federal, State, and local regulations. Attachments to the HOME Agreement include a statement of work, HOME affordability requirements, recipient's certification of governmental assistance, a Declaration of Restrictive Covenants and the HOME Allocation Agreement, which determines the allocation of proceeds from the sale of a HOME-assisted project, should the sale occur prior to the expiration of the mandatory compliance period.

A Community Housing Development Organization (CHDO) is a special designation given to non-profit housing developers that meet certain specific requirements pertaining to the formation and stated purpose of the non-profit. A CHDO must have among its purposes the provision of decent housing that is affordable to low- and moderate-income persons. In addition, a CHDO must have representation of low-income community residents on its governing board and must have a defined geographic service area. The complete definition can be found in 24 CFR §92.2. A minimum of 15% of the HOME funds must be reserved for use by CHDOs.

The Community Development Advisory Committee (CDAC) was established by the City of Springfield to make recommendations concerning program policy and project selection to

the City Council. The goals of the committee are: 1) To allocate HOME funds in a manner which will serve to expand and preserve the supply of decent, safe and affordable housing for low- and moderate-income residents of Springfield, and 2) To ensure the long term viability of Springfield's Housing Programs through the efficient use, and return of investment of HOME funds. It is the City's preference to award HOME funds as a loan, with interest rates and repayment provisions matched closely with the needs of each individual project.

Other Resources

The following is a list of non-federal public and private funding sources which can reasonably be expected to be available for project development:

- **Oregon Housing Trust Fund**. Administered by the State of Oregon. Eligible activities include acquisition, construction and rehabilitation, and pre-development costs associated with low- and moderate-income housing development. The full amount of Oregon Trust Funds invested into the project is eligible as HOME match.

- **Oregon Affordable Housing Tax Credit Program**. Formerly called the Oregon Lender's Tax Credit Program; administered by the State of Oregon; provides below-market interest rates for low- and moderate-income housing projects. Maximum interest rate reduction is 4% below market, for a maximum term of twenty years. HOME match is calculated by applying the present discounted cash value to the total yield forgone by the lender.

- **Volunteer Labor**. Area non-profit housing developers have been successful in utilizing volunteer labor in their developments. The Lane Community College Construction Technologies Department has contributed student labor for all phases of housing development. Architects, attorneys, and other professionals have also contributed their services to non-profit housing developments in Springfield. Volunteer labor is eligible as HOME match and is calculated at a flat rate of $10.00 per hour.

- **State Loan Guarantee Program**. Although this is not a "true source" of funds, this program serves to enhance a loan by providing a warranty as security for up to 25% of the loan value. Used as a tool by housing developers, it can allow lenders to increase their loan amount, and/or decrease the interest rate of the loan at little or no additional risk to the lender. Not eligible for HOME match.

- **Property Tax Exemptions**. Exemptions from City property taxes have been allowed for qualified non-profit housing developers on a project-by-project basis to low- and moderate-income housing developments. Generally based on the benefits provided to the community and the duration of the low- and moderate-income housing commitment, property tax exemptions are eligible as HOME match. The amount of match credit is calculated as the current discounted cash value of the tax exemption.

- **Vertical Housing Development Zone Tax Exemption**. In October 2004, the City of Springfield received a Vertical Housing Development Zone (VHDZ) designation from the State of Oregon. The VHDZ program allows partial property tax exemption for qualified new housing that is built over street level commercial space. An eligible project can receive 20% of tax exemption per floor of housing, up to a total of 80%. This program can provide valuable incentives to develop new housing in Springfield's downtown corridor, which in turn will help support commercial growth and revitalization activities.

- **Private Contributions**. Cash and materials have been contributed in the past by private businesses, corporations, and foundations to assist in the development of low-income housing in Springfield. It is expected that future contributions from private sources will continue to provide needed assistance. Private contributions are eligible as HOME match.

Leveraging Federal Funds

The City of Springfield allocates HOME funds through a competitive Request for Proposal (RFP) process. The current housing and supportive services needs of the city are outlined in the RFP packet. Housing activities are categorized and prioritized by community need and fund allotments are made by category. Also outlined in the packet are the City's criteria for ranking projects. One criterion is efficiency of use of Federal funds, which can be demonstrated by documenting the status and maximizing the amount of other funding sources. Thus, the most competitive projects will have maximized the funds leveraged by Federal dollars. The City has not had to impose any threshold percentages for leveraged or matched funds; the RFP process has been self-regulating in this respect. The City of Springfield tracks HOME matching contributions on a continual basis to ensure compliance with applicable HOME program regulations, which requires a minimum 25% matching contribution.

- **Low-Income Housing Tax Credits (LIHTC).** This is a federal program that can provide large infusions of capital to affordable housing projects. Tax credits are awarded to a project over a 10 year period. These tax credits are then sold or "syndicated" to private businesses or organizations at less than face value to offset their tax liability. The Royal Building project is the most recent recipient of an LIHTC award.

The Springfield HOME Agreement contains a Subsidy Layering Certification which identifies all sources of project funding. If additional Federal funds are being utilized or applied for, the HOME recipient is required to notify the City. This allows the City to monitor all current and future sources of funds, and to evaluate the project's need for HOME funds. The City will conduct an additional review of subsidy layering at the time that the HOME agreement is put in to place. The City will only contribute HOME funds to projects in the amount that is necessary to provide affordable housing.

HOME Assisted Housing Activities

- **Glenwood Place** is a mixed-use development proposed by HACSA in partnership with Metropolitan Affordable Housing. The development will be located in Glenwood, on property that is being annexed to the City of Springfield. When completed, Glenwood Place will provide 150 units of affordable workforce housing and a commercial component fronting Franklin Blvd. HACSA will be receiving approximately $210,170 of HOME funds for development of the housing component. The project has also been allocated approximately $81,580 of CDBG funds to assist with the acquisition and development of the commercial portion of the project. When completed, the workforce housing within the development will consist of studio, one-bedroom and two-bedroom apartments set at rent levels affordable to individuals and families earning 30-60% of median area income. The development will also include community spaces and meeting rooms, open areas, and parking for the commercial and residential tenants.

  Glenwood is located in a transit-rich area, positioned between Eugene and Springfield, with easy access to the U of O, LCC, Peace Health Medical Center, and both downtowns. The development will be a catalyst for new economic activity along the Franklin Blvd. corridor, and is consistent with the goals of the Glenwood Refinement Plan. HACSA received a HOME grant of $96,500 in FY2012 for predevelopment costs associated with Glenwood Place.

- **Habitat for Humanity R Street Subdivision**. The Springfield-Eugene chapter of Habitat for Humanity (HfH) will receive approximately $30,250 of HOME funds to assist with infrastructure development on a site the agency owns on R Street in Springfield. When completed, the project will consist of seven single-family homes that will provide affordable homeownership opportunities for low and very low-income households. HfH uses a successful national model of homeownership development, utilizing volunteer labor and donations to reduce the cost of homeownership. Prospective HfH homeowners must contribute a proportional amount of sweat equity as part of the selection and qualification process.

  HfH is nearing completion of the Meyer Estates subdivision, which received HOME funding in previous years.

HOME Funded Housing Programs

- **The Springfield Home Ownership Program** (SHOP) provides downpayment assistance to low-income first-time homebuyers. The maximum SHOP assistance was reduced last year from $10,000 to a maximum of $7,000 per home. This reduction is in response to the overall reduction of funding to the HOME program, and the acknowledgement that current interest rates and the slowly recovering housing market in the area has made home ownership more affordable. The SHOP funds are to be used by the buyer to assist with downpayment and associated closing costs. Demand for SHOP assistance was moderately-high in FY12 and the program is expected to fully expend its available funds before the end of the fiscal year, assisting 14 first-time homebuyers. Some of this increased demand can be attributed to falling home prices and lowered

interest rates resulting from the current economic crisis. Although lending has tightened significantly, people are finding homes more affordable than in recent years. We expect demand for the program to remain high in FY13, and with the reduction to the HOME allocation, the city anticipates that SHOP funding will again be fully expended before the end of the fiscal year. Since its inception, the SHOP has helped approximately 545 first time homebuyers purchase homes in Springfield.

Other Activities

- **HOME Funds for Interim Financing**. The City of Springfield has successfully utilized HOME funds for short term, interim financing of HOME eligible projects. Interim financing takes advantage of HOME funds which have been awarded to a project, but have not yet been expended for that purpose. These funds can be used for bridge, construction or other short term financing needs of other projects. The developer who applies for HOME interim financing must provide documentation of sufficient backup financing, and must sign a loan agreement that provides for immediate repayment of the HOME funds when requested by the City. Because of the immediacy of the need for interim financing, application for the funds is a non-competitive, administrative review process. Utilizing HOME funds for interim financing of projects multiplies the community benefit of the HOME program.

- **Purchase of Distressed, Undervalued or Beneficial Properties.** With the rapid increase of land values in Springfield, the City may want to consider acquiring such properties with HOME or CDBG funds, and make them available in the future for purchase and/or development of an eligible project that would benefit the Springfield community. Inclusion of this provision in the five-year Consolidated Plan is necessary in order for the City to consider acquisition with CDBG or HOME funds as an option. (See "Activities to be Undertaken" in the Springfield CDBG Section for an expanded narrative)

- **Relocation Assistance**. At a work session on April 21, 2008, the Springfield City Council directed staff to investigate the viability of using CDBG and HOME funds to provide limited relocation assistance to mobile home park residents facing forced eviction. Although there are currently no plans for any mobile home park closures in Springfield, the growth and redevelopment of much of the urban core of the city seems to make MH park closures a certainty in the future. The Council felt that it is in the community's best interest to begin discussing and analyzing the options and resources available. Under most circumstances relocation assistance by the City will be provided on a voluntary basis, and not as a required action under the Uniform Relocation Act, CDBG or HOME statutes. This activity was included in the FY2010 One-year Action Plan as an amendment to the current Consolidated Plan. It is unclear how and in what capacity CDBG and/or HOME funds will be used to assist with relocation, but general relocation assistance as a possible activity will continue to be included in the Consolidated Plan.

- **Contingency Funding and Contract Amendments**. It is the nature of CDBG and HOME projects that funding usually comes from a variety of different sources having different requirements. CDBG and HOME funds are often used as leverage by project developers to secure additional funding from foundations, state and local programs and from private donors. CDBG and HOME funds may be one of the earliest funding commitments for projects, and the amounts and terms of these commitments may need to be modified from time to time as the project evolves. Contingency funding during project development and contract amendments during the operating cycle are ways that help to ensure continued public benefit for CDBG and HOME projects. Contingency funding allows the City to invest additional funds into a developing project without the requirement of a full public process, as long as the amount does not exceed 30% of the original allocation. This method is generally preferred over adding a contingency amount at the front end of project development because it doesn't tie up CDBG or HOME funds unnecessarily. Contingency funding is reported in IDIS and is reflected in the Consolidated Annual Performance and Evaluation Report (CAPER).

  Although regulations allow CDBG and HOME allocations to be outright grants to eligible projects, the City of Springfield has taken a more individualized approach and creates its CDBG and HOME contracts to fit the needs of the particular project. When proforma operating budgets suggest that projected cash flows will support a loan, funds are loaned instead of granted. Particularly with HOME projects where housing affordability is the primary goal, conditions may occur that make it difficult or impossible for a project to make its HOME loan payments as stipulated in the contract. Allowing staff to amend the terms and/or conditions of the contract to meet the needs of the project will help affordable housing providers stay in compliance with federal affordability requirements. In doing so, projects are able to provide continued public benefit. This is also pertinent to CDBG Business Development Loans, which is a new program that the City started this fiscal year. All amendments to CDBG or HOME contracts shall maintain compliance with CDBG or HOME programmatic requirements.

Geographic Distribution

A dwelling must be located within Springfield's city limits in order to be eligible for assistance through the City's housing programs. Proposed housing development projects must be located within Springfield's Urban Growth Boundary (UGB) to be considered for funding, and the project site must be annexed into the city limits before HOME funds may be expended for site development.

With the designation of the Downtown Redevelopment Area, the Springfield City Council and local business leaders have made redevelopment of the core downtown area a priority. Creating a place where people work and live is vital to maintaining a thriving downtown.

Minority Concentrations

New data from the 2010 Census has identified five census tracts with the highest reported percentage of Hispanic or Latino persons and five census tracts with the highest reported percentage of non-white persons. Cross-referencing this information, three census tracts in the City of Springfield have been identified that exhibit both high Hispanic and high minority populations, relative to the other census tracts. **Census Tract 19.02** is located in mid-Springfield. Its boundaries are roughly described by I-105 on the north, 42nd Street on the east, the Union Pacific RR tracks on the south and 28th Street on the west. This census tract reports 11.84% Hispanic and 6.90% non-white. **Census Tract 21.01** is in north Springfield. Its boundaries are roughly described by the UGB on the north, 5th Street on the east, I-105 on the south and MLK Blvd. on the west. This census tract reports 12.30% Hispanic and 8.10% non-white. **Census Tract 32.01** is located on the western edge of Springfield. Its boundaries are roughly described by I-105 on the north, Pioneer Parkway on the east, Centennial Blvd. on the south and I-5 on the west. This census tract reports 12.0% Hispanic and 6.90% non-white. The data also shows that **Census Tract 33.01** located in mid-Springfield has the second highest percentage (12.27%) of Hispanic persons while reporting a non-white percentage of 6.47%, and that **Census Tract 21.02** located in west Springfield has the highest reported non-white percentage (8.91%), while reporting a Hispanic percentage of 11.42%.

Homeless and Special Needs Activities

The City of Springfield plans to continue to provide support for homeless and special needs activities through the utilization of HOME program funding.

Current and past HOME projects that serve this diverse target population are:

- Permanent and transitional housing units for low and very low-income individuals.
- Transitional housing for homeless families.
- Group homes for developmentally disabled persons.
- Security deposit assistance for homeless and at-risk households.
- Service enriched rental housing for special needs individuals, including low-income seniors and developmentally disabled adults.
- Emergency rental assistance for very low-income households.
- Dedicated housing for low-income seniors

The Consortium provides CHDO operating assistance for local non-profit agencies, two of which serve homeless populations in Springfield through counseling, case management, and other services.

Other Actions

In addition to the homeless and special needs activities described above, the City of Springfield plans to allocate HOME funds to support the following activities in the coming year:

- New construction of affordable work-force housing.
- Rehabilitation of existing housing stock to be used for very low-income rental housing for persons with disabilities.
- Downpayment assistance for low-income first-time homebuyers.
- New construction of homeownership units.

In addition, a local non-profit agency also provides homeownership counseling and education to low and moderate-income families in Springfield.

Specific HOME Program Requirements

The City of Springfield currently provides assistance to homebuyers through two programs. Each program has its own resale and recapture provisions.

- **Springfield Homeownership Program (SHOP)**. This program provides downpayment assistance to low- and moderate-income first-time homebuyers. The current maximum amount of assistance is $7,000. The HOME funds are provided to the qualified buyer as a no interest deferred loan which is recorded as a lien against the HOME-assisted property. The lien is repaid in full to the City upon the subsequent resale of the property. There is no expiration date for the lien. Successful completion of a homeownership preparation course conducted by a participating lender or an equivalent program conducted by a participating CHDO is a prerequisite to qualifying for this program. All low- and moderate-income households who have not owned a home in the past three years are eligible for the SHOP.

  In addition to the assistance provided to first time homebuyers purchasing market rate homes, the Consortium has elected to provide assistance to homebuyers purchasing homes in housing developments and/or subdivisions constructed or rehabilitated specifically to provide housing for low-income homebuyers an increased subsidy amount up to double the customary SHOP subsidy. The City of Springfield is also allowing a doubling of SHOP assistance for eligible homeownership opportunities in its downtown. All other terms and conditions of the SHOP will remain the same.

Two HOME projects, grant administration, CHDO operating support and housing program allocations were approved for funding at a Public Hearing before the Springfield City Council on April 16, 2012 and are included in this One-Year Action Plan. A table of Springfield's HOME

activities and programs, and summary descriptions of Springfield's approved HOME projects follow this narrative section.

City of Springfield: HOME Recapture Provisions for Homeownership Projects

The HOME Program requires that a jurisdiction must impose either resale or a recapture provisions when providing HOME assistance to homeownership projects, including homes acquired with SHOP downpayment assistance. In order to ensure affordability, the City of Springfield is imposing HOME recapture provisions on all homeownership projects and programs which include a "homebuyer subsidy" as described in 24CFR §92.254(a)(5)(ii). Under this recapture provisions, the HOME period of affordability is based on the total amount of homebuyer subsidy per unit:

HOME Affordability Table

Homebuyer Subsidy	Less than $15,000	$15,000 to $40,000	Over $40,000
Period of Affordability	Five Years	Ten Years	Fifteen Years

Homebuyer subsidy is the amount of the HOME assistance that enabled the homebuyer to buy the dwelling, and is the amount that is subject to recapture. This amount includes SHOP downpayment assistance, purchase financing (silent mortgages) and assistance with closing costs. It doesn't include any "development subsidy" which is the amount of HOME assistance provided to the housing developer that bridges the gap between the cost of producing the unit and its fair market value. HOME recapture provisions ensure that if the housing does not continue to be the principal residence of the family for the period of affordability, then all or a portion of the homebuyer subsidy shall be recaptured.

Net Proceeds Limitation

Under the recapture provisions, the homebuyer must repay to the City of Springfield the full amount of the homebuyer subsidy whenever the housing unit does not continue to be the principal residence of the family for the duration of the period of affordability. However, if the recapture requirement is triggered by the sale (voluntary or involuntary) of the housing unit, and there are no net proceeds or the net proceeds are insufficient to repay the entire homebuyer subsidy amount, the City may only recapture the net proceeds, if any. HOME affordability requirements will end upon recapture of the homebuyer subsidy. Any recaptured funds will be deposited into the consortium HOME account and will provide assistance to future HOME projects.

NEDCO and St. Vincent de Paul Homeownership Housing

This section clarifies how the HOME recapture provisions will be applied to NEDCO and St. Vincent de Paul (SVDP) HOME assisted housing. In their loan agreement with the homebuyer, both NEDCO and SVDP divide the purchase price into two or more parts. The intent of dividing the purchase price into separate parts is to make the purchase more affordable to the homebuyer and to prevent the homebuyer from profiting from the non-

profit status of each agency and its programs by immediately selling the property at a profit. The parts are:

- Part A is the first mortgage between the borrower and the agency. This part is not subject to the HOME recapture provisions.
- Part B is a "silent mortgage" between the borrower, the agency and the City of Springfield. This is considered to be direct assistance to the homebuyer, and the full amount is subject to the HOME recapture provisions. If the property is no longer the primary residence of the borrower at any time during the period of affordability, the recapture provisions will take effect and the borrower will be required to repay the full amount of Part B to the City of Springfield. However, if the recapture provisions are triggered by sale or foreclosure of the property, the amount that the borrower will be required to repay to the City of Springfield will be subject to the net proceeds limitation previously described.
- Other parts may be incorporated in the loan agreements that include grants, loans and other financing assistance provided by other sources. These parts are not subject to the HOME recapture provisions.
- NEDCO and SVDP will often encourage its homebuyers to use the SHOP program to provide downpayment assistance during the purchase. SHOP assistance is also regarded as a direct homebuyer subsidy and is, therefore, subject to the HOME recapture provisions including the net proceeds limitation. For these properties, the full amount subject to recapture is the sum of Part B and the SHOP assistance.

Habitat for Humanity Homeownership Housing

This section clarifies how the HOME recapture provisions will be applied to HOME assisted housing produced by the Springfield-Eugene chapter of Habitat for Humanity (HfH). In its Note and Loan Agreement with the homebuyer, HfH divides the purchase price into three parts. The intent of dividing the purchase price into three parts is to prevent the borrower from profiting from the non-profit status of HfH and its programs by immediately selling the property at a profit. The three parts are:

- Part A is the first mortgage between the borrower and HfH. This part is not subject to the HOME recapture provisions.
- Part B is a "silent second mortgage" between the borrower, HfH and the City of Springfield. This is the full amount of the direct HOME assistance to the homebuyer, and is the amount subject to the HOME recapture provisions. If the property is no longer the primary residence of the borrower at any time during the period of affordability, the recapture provisions will take effect and the borrower will be required to repay the full amount of Part B to the City of Springfield. However, if the recapture provisions are triggered by sale or foreclosure of the property, the amount that the borrower will be required to repay to the City of Springfield will be subject to the net proceeds limitation previously described.
- Part C is a "silent third mortgage" between the borrower and HfH and is not subject to the HOME recapture provisions.

Optional Assumption of HOME Affordability Obligations

Springfield is making an additional provision available only to NEDCO, SVDP and HfH homeownership projects. Springfield will permit a subsequent low-income purchaser of a

NEDCO, SVDP or HfH HOME assisted unit to assume the HOME loan and recapture obligation entered into by the original buyer. This includes any SHOP downpayment assistance. The new homeowner will also assume the remaining period of affordability. This provision will give these agencies the opportunity to prolong the affordability of its homes in keeping with their missions. This consideration is optional and does not limit or eliminate the original buyer's right to sell the home to a willing buyer at any income level.

Extended Affordability, Occupancy and Repayment Requirements

The HOME affordability requirements and recapture provisions will expire at the end of the mandated periods shown in the HOME Affordability Table. However, many homeownership programs extend affordability, occupancy and repayment requirements beyond the HOME mandated periods. For instance, most SHOP loans have a five-year HOME period of affordability. However, the loan made by the City to the homebuyer does not expire, and repayment is required upon sale or transfer, or whenever the unit is no longer the principle residence of the homebuyer. If a SHOP homebuyer sells his home ten years after the date of purchase, the HOME recapture provisions will have expired and repayment is not subject to the net proceeds limitation. The homebuyer must repay the full amount of the SHOP loan. Homeownership loan agreements by NEDCO, SVDP and HfH may include affordability, occupancy and repayment terms that continue beyond the HOME mandated period of affordability and after the HOME recapture provisions expire. When repayment occurs after the HOME mandated period of affordability, the repayment is considered program income and will be returned to the HOME Consortium account to be used to support future HOME activities.

If the HOME assistance is only used for the development subsidy and therefore not subject to recapture, the resale provision described in 24CFR §92.254(a)(5)(i) must be used. The City of Springfield does not anticipate participating in a homeownership project where only a development subsidy is provided, therefore, a resale provision is not included in this section.

Monitoring

Regulations state that the One-Year Action Plan must describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the Plan and to ensure that long-term compliance with requirements of the programs involved.

- **HOME Project Monitoring** – Client income certification sheets are submitted annually by developers of HOME-funded projects and are placed in the project file. Review of income and other eligibility documentation are completed on-site. Physical inspections of HOME-assisted units are conducted on a one-, two-, and three-year cycle based on the number of HOME units. The inspector summarizes the findings and any follow-up work required. These inspection forms are filed in the project files.

- **Consortium Monitoring** – The cities of Eugene and Springfield recently entered into a Memorandum of Understanding which states the program responsibilities of the

Consortium. Springfield participates in an annual monitoring conducted by the City of Eugene as lead agency.

- **City Single Audit** – The Federal HOME program is reviewed by the City's external auditors annually.

- **Project Management** – Each project is managed by Springfield HOME program staff. The project manager reviews projects for compliance throughout the implementation of the project. Project contracts include a scope of work, timeline, and budget as well as regulatory requirements – use of minority business enterprises, environmental requirements, mitigation efforts, record keeping, etc.

- **Affirmative Marketing** – Both cities have a joint Affirmative Marketing Policy that complies with 24CFR §92.351. The City of Springfield periodically reviews the marketing plans for all affordable housing developments in Springfield. The housing providers have active plans in place and are diligent in their work to seek out and provide housing to our minority communities. NEDCO provides homebuyer outreach and marketing activities in Spanish.

FY 2013/14 HOME Funding Allocations

Funding Amounts:

New Grant Funds *$ 279,910*
Previous Year *$ 102,496*

TOTAL AVAILABLE ***$ 382,406***

Applicant	Project	HOME Amount	
		New Funds	Previous Year Carryover
HACSA, Metropolitan Housing	Acquisition and development of Glenwood Place mixed-use development	$ 107,674	$102,496
Habitat for Humanity	Infrastructure development of R Street subdivision	$ 30,250	-
	Grant Administration*	$ 27,991	-
	City Housing Programs	$100,000	-
	CHDO Operating	$ 13,995	-
	Unallocated amount (carry forward to next year)	$0	-
	Subtotal	$297,910	$102,496
	GRAND TOTAL	**$382,406**	

*In addition, Springfield will continue to assign10% of all program income received within the program year to HOME Grant Administration

Summary of FY2013/14 HOME Proposals and Approved Funding Amounts

1. **Project:** **Glenwood Place**
Location: 4224 Franklin Blvd, Glenwood
Developer: HACSA, Metropolitan Affordable Housing
Approved: $210,170
Total Proj. Cost: $22,665,550

HACSA, in partnership with Metropolitan Affordable Housing is receiving $210,170,000 of HOME funding to support the development of Glenwood Place, a multi-family mixed used development located in Glenwood. When completed, the development will consist of 150 affordable workforce housing units and ground floor commercial space fronting Franklin Blvd. Glenwood is located in a transit-rich area, positioned between Eugene and Springfield, with easy access to the U of O, LCC, Peace Health Medical Center, and both downtowns.

The workforce housing within the development will consist of studio, one-bedroom and two-bedroom apartments set at rent levels affordable to individuals and families earning 30-60% of median area income. The development will include community spaces and meeting rooms, open areas, and parking for the commercial and residential tenants. The development will be a catalyst for new economic activity along the Franklin Blvd. corridor, and is consistent with the goals of the Glenwood Refinement Plan.

If awarded, these funds may not be used by the developers until the site has received environmental clearance, and has been annexed to the City of Springfield. The annexation process has been initiated. HACSA received a HOME grant of $96,500 in FY2012 for predevelopment costs associated with Glenwood Place.

2. **Project:** **R Street Development**
Location: R Street (south side) just east of 11th Place
Developer: Springfield-Eugene Habitat for Humanity
Approved: $30,250
Total Proj. Cost: $893,175

The Springfield/Eugene Habitat for Humanity is requesting $60,500 of HOME funds for private infrastructure development to support seven single family homes on a lot owned by HfH at R Street near 11th Place. The funds will be used to pay surveying and platting services and fees, architectural and engineering costs, planning and permit fees, utility and infrastructure development costs, and site development.

While no particular design for the homes has been selected, the homes will be Energy Star certified and flexible enough to serve families needing 2, 3 or 4 bedrooms. This is a new construction housing project that will provide affordable homeownership for families between 30% and 60% of the area median income.

HfH is nearing the completing of the 10 unit Meyer Estates subdivision. The City contributed $245,000 of HOME funds to Meyer Estates over four funding cycles.

AGENDA ITEM SUMMARY		
	Meeting Date:	5/6/2013
	Meeting Type:	Regular Meeting
	Staff Contact/Dept.:	Andy Limbird, DPW
	Staff Phone No:	Ext. 3784
	Estimated Time:	15 Minutes
S P R I N G F I E L D C I T Y C O U N C I L	**Council Goals:**	Encourage Economic Development and Revitalization through Community Partnerships

ITEM TITLE:	ANNEXATION OF TERRITORY TO THE CITY OF SPRINGFIELD – ANNEX A PARTIALLY- DEVELOPED 1.3 ACRE PARCEL LOCATED AT 3005 & 3007 FRANKLIN BOULEVARD IN GLENWOOD.
ACTION REQUESTED:	Conduct a public hearing and first reading on the following ordinance: AN ORDINANCE APPROVING THE ANNEXATION OF CERTAIN TERRITORY TO THE CITY OF SPRINGFIELD, AND WILLAMALANE PARK AND RECREATION DISTRICT; AND WITHDRAWING THE SAME TERRITORY FROM THE GLENWOOD WATER DISTRICT (FIRST READING).
ISSUE STATEMENT:	A request for annexation to the City of Springfield has been received from Alpesh and Komal Patel, owners of property on the south side of Franklin Boulevard just east of the I-5 bridge in Glenwood. The 1.3-acre property requested for annexation is inside the City's Urban Growth Boundary (UGB) and is surrounded by the City limits. The property owners are requesting annexation to the City to facilitate connection of public utilities and construction of a multi-story hotel building, parking lot and associated site improvements.
ATTACHMENTS:	Attachment 1: Staff Report and Recommendations Attachment 2: Area, Vicinity and Site Maps Attachment 3: Utility Servicing Plan Attachment 4: Ordinance with Exhibits Exhibit A: Map and Legal Description Exhibit B: Annexation Application
DISCUSSION/ FINANCIAL IMPACT:	The City Council is authorized by ORS Chapter 222 and SDC Article 5.7-100 to act on annexation requests. In accordance with SDC 5.7-155 and ORS 222.040, 222.180 and 222.465, if approved the annexation will become effective 30 days after signature by the Mayor or upon acknowledgement by the State – whichever date is later. With recent annexation of Franklin Boulevard, the subject property is surrounded on all sides by the City limits. The property is developed with a gravel driveway serving an existing single family house and a secondary studio dwelling unit. According to the most recent Lane County Assessment and Taxation records (Tax Year 2012), the subject property has an assessed value of $162,359. Public utilities are available at or near the edge of the subject property so an Annexation Agreement is not required for this request (Attachment 3). Upon annexation, utility extensions to serve the proposed development site would be subject to the Site Plan Review process. Construction costs for extension of utility connections to the subject property are the responsibility of the property owners. The property requested for annexation is currently zoned Office Mixed-Use with an Urbanizable Fringe Overlay (UF-10) in accordance with the Springfield Zoning Map and the recently adopted *Glenwood Refinement Plan*. Upon annexation, the UF-10 overlay will be removed. As outlined in the attached staff report (Attachment 1), the annexation area can be served with the minimum level of key urban facilities and services as required in the *Eugene-Springfield Metropolitan Area General Plan*. The attached staff report also confirms the annexation request meets the criteria established in Section 5.7-100 of the Springfield Development Code. <u>Recommendation</u>: Staff recommends the City Council approve the annexation of territory, as depicted on Exhibit A to the annexation request, to the City of Springfield and Willamalane Park and Recreation District, and withdraw the same territory from the Glenwood Water District.

TYPE IV – ANNEXATION
STAFF REPORT AND RECOMMENDATION

File Name: Patel Annexation

Applicant: Alpesh & Komal Patel

Case Number: C SP 2013 – ANX13-00003

Proposal Location:
3005 & 3007 Franklin Boulevard
(Map 17-03-34-33, Tax Lot 700)

Current Zoning: Office Mixed-Use
with Urbanizable Fringe Overlay (UF-10)

Plan Designation: Office Mixed-Use
(Subarea C, Glenwood Refinement Plan)

Applicable Comprehensive Plan:
Glenwood Refinement Plan, September 2012

Application Submittal Date: February 27, 2013

Associated Applications: PRE12-00017 & PRE12-00020 (Development Issues Meetings for annexation)

CITY OF SPRINGFIELD'S DEVELOPMENT REVIEW COMMITTEE

POSITION	REVIEW OF	NAME	PHONE
Project Manager	Planning	Andy Limbird	541-726-3784
Transportation Planning Engineer	Transportation	Michael Liebler	541-736-1034
Public Works Civil Engineer	Streets and Utilities	Clayton McEachern	541-736-1036
Deputy Fire Marshal	Fire and Life Safety	Gilbert Gordon	541-726-2293
Building Official	Building	David Bowlsby	541-736-1029

APPLICANT'S DEVELOPMENT REVIEW TEAM

POSITION	NAME	PHONE	MAILING ADDRESS
Applicant	Rick Satre Schirmer Satre Group	541-686-4540	375 W. 4th Avenue Eugene, OR 97401
Owners	Alpesh & Komal Patel	541-342-4804	1857 Franklin Boulevard Eugene, OR 97403

Review Process (SDC 5.7-115): The subject annexation request is being reviewed under Type IV procedures, without Planning Commission consideration.

Development Issues Meeting (SDC 5.7-120): A Development Issues Meeting (DIM) is required of all third-party annexation applications.

Finding: A Development Issues Meeting for the subject annexation request was held on December 27, 2012.

Conclusion: The requirement in SDC 5.7-120 is met.

Annexation Initiation and Application Submittal (SDC 5.7-125): In accordance with SDC 5.7-125.B.2.b.i and ORS 222.170(1), an annexation application may be initiated by "more than half the owners of land in the territory, who also own more than half the land in the contiguous territory and of real property therein representing more than half the assessed value of all real property in the contiguous territory consent in writing to the annexation of their land".

Finding: The property owners who own all of the land and real property, and full assessed value of real property in the contiguous territory, have filed an application and petition requesting annexation to the City of Springfield (Attachment 4, Exhibit B).

Conclusion: The application requirements in SDC 5.7-125 have been met.

Site Information: The property requested for annexation is a 1.3 acre parcel on the south side of Franklin Boulevard, just east of the I-5 bridge over the Willamette River. The subject site is inside the Springfield Urban Growth Boundary (UGB) and is currently developed with a single family dwelling and secondary studio dwelling. The subject annexation territory is intended to be developed with a multi-story hotel building, parking lot and landscaping.

Existing public services are provided to the annexation area as follows: police (Lane County Sheriff, Springfield Police Department), schools (Eugene 4J School District), roads (ODOT and City of Springfield), water (Glenwood Water District) and Fire (Cities of Eugene & Springfield). Springfield Utility Board (SUB) provides electrical service and water service to incorporated areas of Glenwood. Upon annexation, the City of Springfield will be responsible for urban services, including sewer, water, electricity and police/fire response to the subject area.

Notice Requirements (SDC 5.7-130): Consistent with SDC 5.7-130, notice was provided as follows:

> **Mailed Notice.** Notice of the annexation application was mailed April 15, 2013, which is at least 14 days prior to the public hearing date, to the affected property owner(s); owners and occupants of properties located within 300 feet of the perimeter of the affected territory; affected neighborhood groups or community organizations officially recognized by the city that includes the affected territory; affected special districts and all other public utility providers; and the Lane County Land Management Division, Lane County Elections, and the Lane County Board of Commissioners.
>
> **Newspaper Notice.** Notice of the May 6, 2013 public hearing was published in *The Register-Guard* on April 22 and 29, 2013.
>
> **Posted Notice.** Notice of the May 6, 2013 public hearing was posted in four public places in the City: at one location along the property frontage on Franklin Boulevard; at Springfield City Hall and in the Development & Public Works office; and on the City of Springfield website, on or before April 22, 2013.

Finding: Upon annexation of the subject territory to the City the current Office Mixed-Use zoning will be retained, but the Urbanizable Fringe Overlay District (UF-10) will no longer apply. Due to this change, the Oregon Department of Land Conservation and Development (DLCD) was notified in writing of the annexation proceedings more than 35 days prior to the public hearing. Notification to DLCD regarding the proposed annexation was sent on March 13, 2013.

Conclusion: Notice of the public hearing was provided consistent with SDC 5.7-130.

Recommendation to City Council (SDC 5.7-135): The Development & Public Works Director shall forward a written recommendation on the annexation application to the City Council based on the approval criteria specified in Section 5.7-140, which are provided as follows with the SDC requirements, findings, and conclusions. The Director's recommendation follows SDC 5.7-140, Criteria.

Criteria (SDC 5.7-140): The application may be approved only if the City Council finds that the proposal conforms to the following criteria:

A. The affected territory proposed to be annexed is within the City's urban growth boundary; and is
   1. Contiguous to the city limits; or
   2. Separated from the City only by a public right of way or a stream, lake or other body of water.

Finding: The subject annexation territory is located within the acknowledged urban growth boundary (UGB) of the City of Springfield as modified on the Metropolitan Area General Plan diagram (Metro Plan). With the recent annexation of Franklin Boulevard, the site is contiguous to (and surrounded by) the City limits on all sides. Therefore, this annexation application meets the statutory definition of contiguity as found in ORS 222.111(1).

Conclusion: The proposal meets this criterion.

B. The proposed annexation is consistent with applicable policies in the Metro Plan and in any applicable refinement plans or Plan Districts;

Finding: The *Metro Plan* was acknowledged by the Land Conservation and Development Commission (LCDC) in August, 1982 and has been subsequently amended. The territory requested for annexation is located within the acknowledged UGB of the *Metro Plan*. Territory within the delineated UGB ultimately will be within the City of Springfield.

Finding: The territory requested for annexation is located in the adopted *Glenwood Refinement Plan* area and there are no proposed changes to the current zoning or plan designation.

Finding: The Urban Transition and Annexation section of the adopted *Glenwood Refinement Plan* recognizes that, ultimately, all territory within Glenwood will be annexed to Springfield.

Finding: The continued annexation of properties and public street rights-of-way to the City of Springfield is consistent with the Metro Plan and the adopted Refinement Plan, which will result in the elimination of special districts within the urbanizable area. The *Glenwood Refinement Plan* recognizes that as annexations to the City occur, the special district service areas will diminish incrementally and eventually will be dissolved.

Finding: The territory requested for annexation is within the Glenwood Water District. The water district has service arrangements with Eugene/Springfield for provision of fire response to unincorporated areas of Glenwood. After the public hearing and if determined by the City Council that withdrawal is in the best interest of the City, the annexation area will be withdrawn from the Glenwood Water District consistent with ORS

222.510, 222.520, and 222.525 and Springfield Utility Board will provide water service directly to the annexation area.

Finding: After the public hearing and if determined by the City Council that annexation is in the best interest of the City, the annexation area will be annexed into the Willamalane Park and Recreation District as authorized by an intergovernmental agreement between the City of Springfield and Lane County. The park district provides park and recreation facilities and services to territory within the City of Springfield.

Conclusion: The proposal meets this criterion.

C. The proposed annexation will result in a boundary in which the minimum level of key urban facilities and services as defined in the Metro Plan can be provided in an orderly efficient and timely manner; and

Finding: The *Metro Plan* and the adopted *Glenwood Refinement Plan* recognize annexation as the highest priority for extending the minimum level of key urban facilities and services to urbanizable areas.

Finding: The territory requested for annexation will take advantage of urban service delivery systems that are already in place or can be logically extended to serve this area. In addition to urban utilities, the following facilities and services are either available or can be extended to this annexation area:

Water – The Glenwood Water District currently provides water service to unincorporated areas of Glenwood. Upon annexation, the subject site would be served by the City by and through the Springfield Utility Board. Existing water infrastructure within the vicinity will be maintained by the affected utility providers.

Electricity – SUB Electric provides service to developed properties in this area of Glenwood including the subject site. Upon annexation, the property owner will be able to request an upgraded commercial electrical service for the proposed hotel development. Existing electrical system infrastructure within the adjacent public rights-of-way will be maintained by the affected utility providers.

Police Services – Springfield Police Department currently provides service to areas of Glenwood that are already inside the City. The subject territory is within the joint jurisdiction of Springfield Police Department and Lane County Sheriff's Department. Upon annexation, this area will receive Springfield Police services on an equal basis with other properties inside the City.

Fire and Emergency Services – Fire protection is currently provided to the annexation area by Eugene/ Springfield Fire Department under contract with Glenwood Water District. Upon annexation, the City will continue to provide fire and emergency services to the subject territory.

Emergency medical transport (ambulance) services are provided on a regional basis by the Eugene/Springfield Fire Department, and Lane Rural Fire/Rescue to central Lane County. The annexation area will continue to receive this service consistent with the adopted ambulance service area (ASA) plan. Mutual aid agreements have been adopted by the three regional ASA providers to provide backup coverage for each other's jurisdictions.

Parks and Recreation – Park and recreation services are provided to the City of Springfield by the Willamalane Park and Recreation District. The park district operates several indoor recreation facilities, such as the Willamalane Park Swim Center, Lively Park Swim Center, Memorial Building Community Center, and Willamalane Adult Activity Center. The park district offers various after-school and other programs for children at schools and parks throughout the community. Also available are pathways and several categories of parks, including community parks, sports parks, special use parks, and natural area parks. In this case, the long-

term development plans for the property are for a hotel building so it would not have any "permanent" population, but could generate occasional visitors to nearby Willamalane parks and recreation facilities.

Concurrent with annexation to the City of Springfield, the subject area will be annexed to the Willamalane Park and Recreation District consistent with City policy, if the City Council determines that annexation to the special district is in the best interest of the City.

Library Services – Upon annexation to the City of Springfield, the subject area will be within the service area of the Springfield Public Library.

Schools – The Eugene 4J School District serves the Glenwood area. Because there is no long-term, permanent population associated with the subject non-residential property annexation, there should be no effect on the public school system.

Sanitary Sewer – The annexation area can and will be served by extension of a public sanitary sewer line from the adjacent property to the east. Extension of the public sewer system is a necessary component of the City's redevelopment plans for Glenwood. The applicant has depicted the sanitary sewer connection point on a utility servicing plan (Attachment 3).

Stormwater – The subject annexation territory is not currently served by a piped stormwater management system. Incremental improvements to the public stormwater system will be required as development plans are advanced for the subject site and adjoining properties. The site can be served by a combination of on-site treatment and regulated discharge to the Glenwood Slough, which runs along the south boundary of the property. However, there are no immediate planned changes to the public stormwater management system associated with this annexation request.

Streets – The subject annexation area has frontage on Franklin Boulevard, which is classified as a major arterial street and is currently under ODOT jurisdiction. Along the property frontage, Franklin Boulevard is improved with curb and gutter, curbside sidewalk, lane striping and street lighting. There are no immediate planned or required street improvements associated with this annexation request.

Solid Waste Management – The City and Sanipac have an exclusive franchise arrangement for garbage service inside the City limits. Upon annexation, solid waste disposal service can be provided by Sanipac.

Communication Facilities – Various providers offer both wired and wireless communication services in the Eugene-Springfield metropolitan area. Existing providers and those entering the market have the capability to provide service to this area.

Land Use Controls – The annexation area is within Springfield's urban growth boundary. Through an intergovernmental agreement between Lane County and the City of Springfield, the City already has planning and building jurisdiction for Glenwood. The City will continue to administer land use controls after annexation.

Finding: The minimum level of key urban facilities and services, as outlined in the *Metro Plan* and the adopted *Glenwood Refinement Plan*, are either immediately available or can be provided within a reasonable future time frame as needed.

Conclusion: The proposal meets this criterion.

D. Where applicable fiscal impacts to the City have been mitigated through an Annexation Agreement or other mechanism approved by the City Council.

Finding: The property owners requesting annexation have been informed of the requirements for extension of urban utilities to serve the site and land beyond the annexation area, and understand the responsibility of the developer to fund such improvements. Because there are no significant fiscal impacts to the City for providing a minimum level of key urban services, an Annexation Agreement is not required for this request. Extension of utilities to serve the annexation area will be undertaken through a Site Plan Review process.

Conclusion: The proposal meets this criterion.

DIRECTOR'S RECOMMENDATION: Approve the annexation of the subject territory to City of Springfield and Willamalane Park and Recreation District.

City Council Decision (SDC 5.7-145): City Council approval of the annexation application shall be by Ordinance.

Finding: On May 6, 2013, the City Council will conduct a Public Hearing and first reading of this Annexation Ordinance. Based on the staff analysis and recommendation, and on testimony provided at the Public Hearing, the City Council may direct a second reading of the Ordinance to occur on or after May 20, 2013. The Council may order modifications to this Ordinance in consideration of evidence in the record.

Zoning (SDC 5.7-150): The annexation area is zoned and designated Office Mixed-Use in accordance with the adopted *Glenwood Refinement Plan*. Properties that are outside the City limits have the Urbanizable Fringe Overlay District (UF-10) applied to the zoning. Upon the effective date of the annexation, the UF-10 overlay will be automatically removed and the site will retain the Office Mixed-Use zoning.

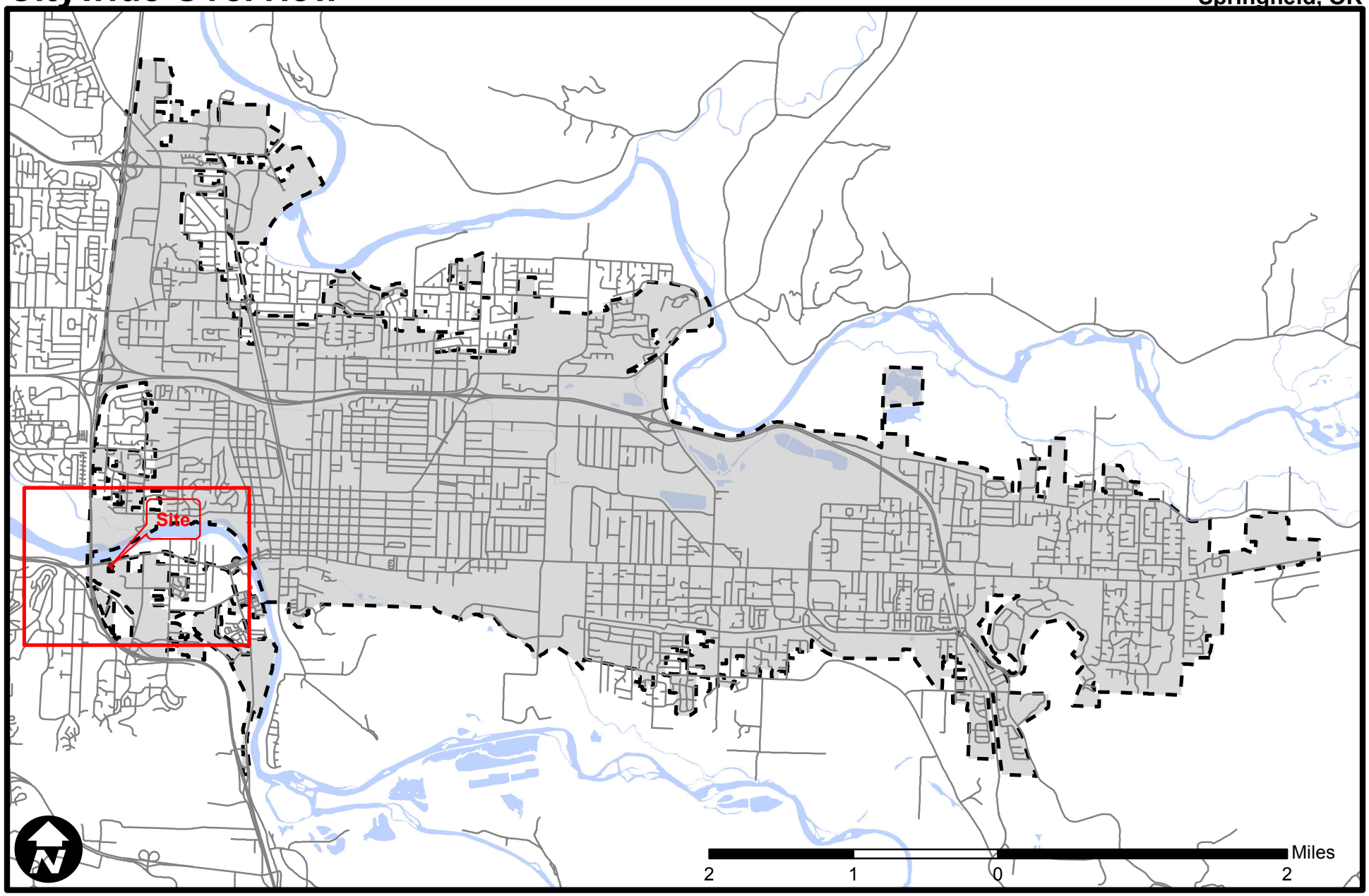
Effective Date and Notice of Approved Annexation (SDC 5.7-155): If the annexation is approved by the City Council after a second reading on May 20, 2013, the Ordinance will become effective 30 days after adoption by the City Council and signature of the Mayor (anticipated on or around June 20, 2013), or upon acknowledgement of filing with the Secretary of State – whichever date is later.

Withdrawal from Special Service Districts (SDC 5.7-160): Withdrawal from special districts may occur concurrently with the approved annexation Ordinance or after the effective date of the annexation of territory to the City. The Director shall recommend to the City Council consideration of the withdrawal of the annexed territory from special districts as specified in ORS 222. In determining whether to withdraw the territory, the City Council shall determine whether the withdrawal is in the best interest of the City. Notice of the withdrawal shall be provided in the same manner as the annexation notice in Section 5.7-150.

Finding: The annexation area is within the delineated service territory of SUB (electric) and the Glenwood Water District (water). SUB Water will provide service after annexation. Consistent with SDC 5.7-160, notice was provided, a public hearing was held, and the City Council determined that withdrawal from the Glenwood Water District was in the best interest of the City. The withdrawal decision was codified in Ordinance No._____.

Citywide Overview

Springfield, OR



SPRINGFIELD OREGON

There are no warranties that accompany this product. Users assume all responsibility for any loss or damage arising from any error, omission or positional inaccuracy of this product

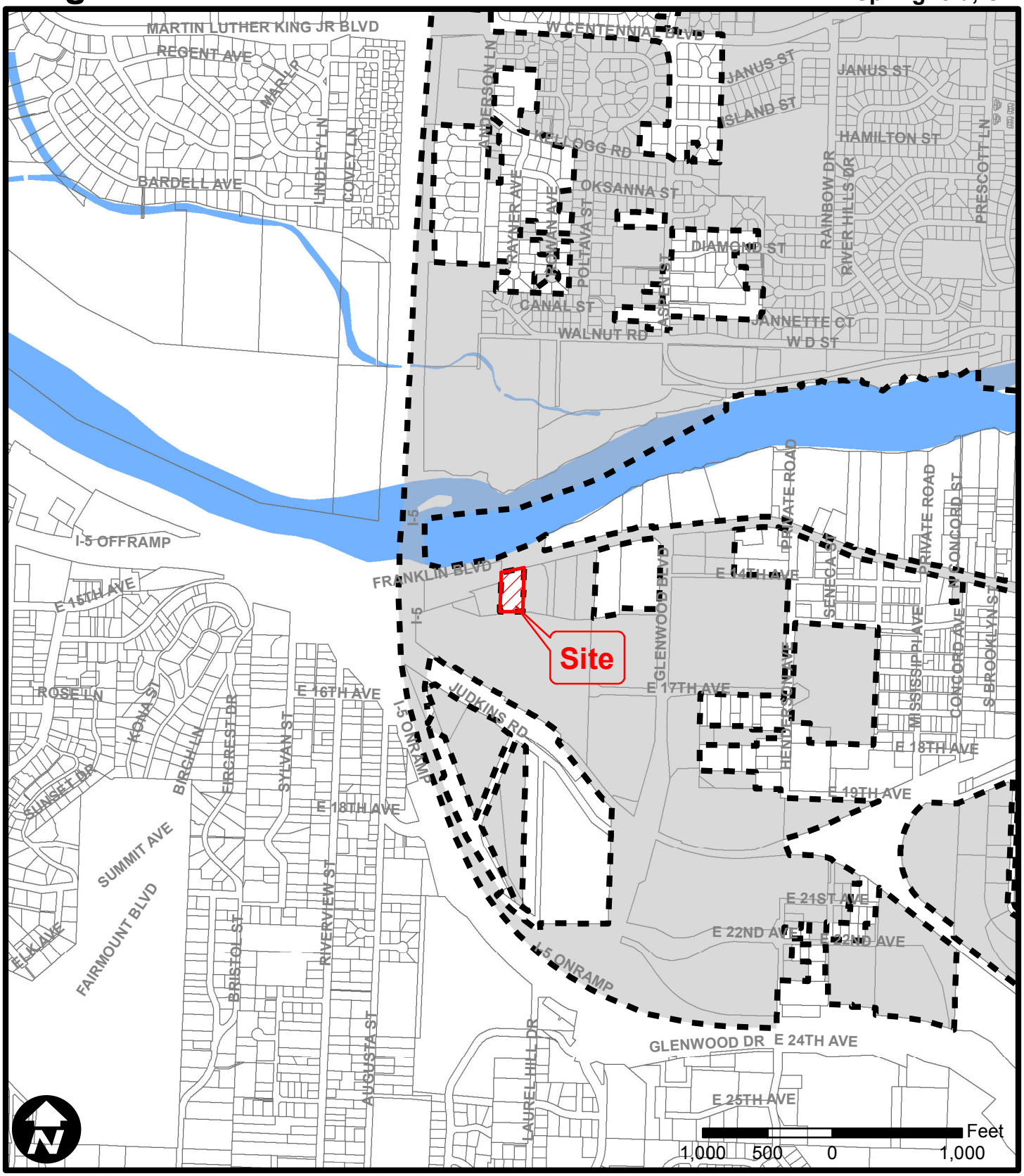
Within Springfield City Limits

Outside Springfield City Limits

Attachment 2-1

Neighborhood Overview

Springfield, OR



SPRINGFIELD OREGON

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Proposed Annexation

Tax Lots

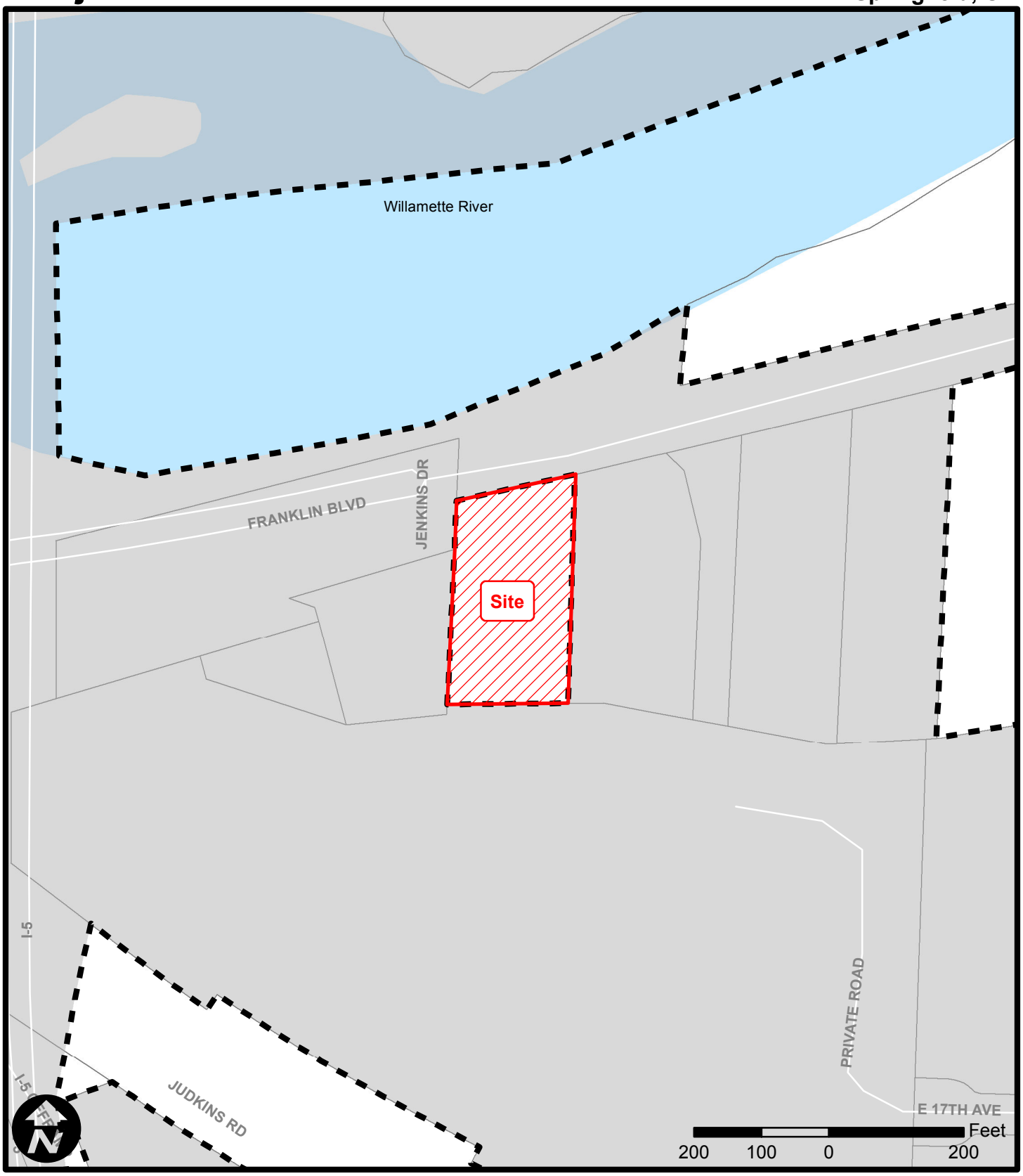
Within Springfield City Limits

Outside Springfield City Limits

Attachment 2-2

Subject Area

Springfield, OR



SPRINGFIELD OREGON

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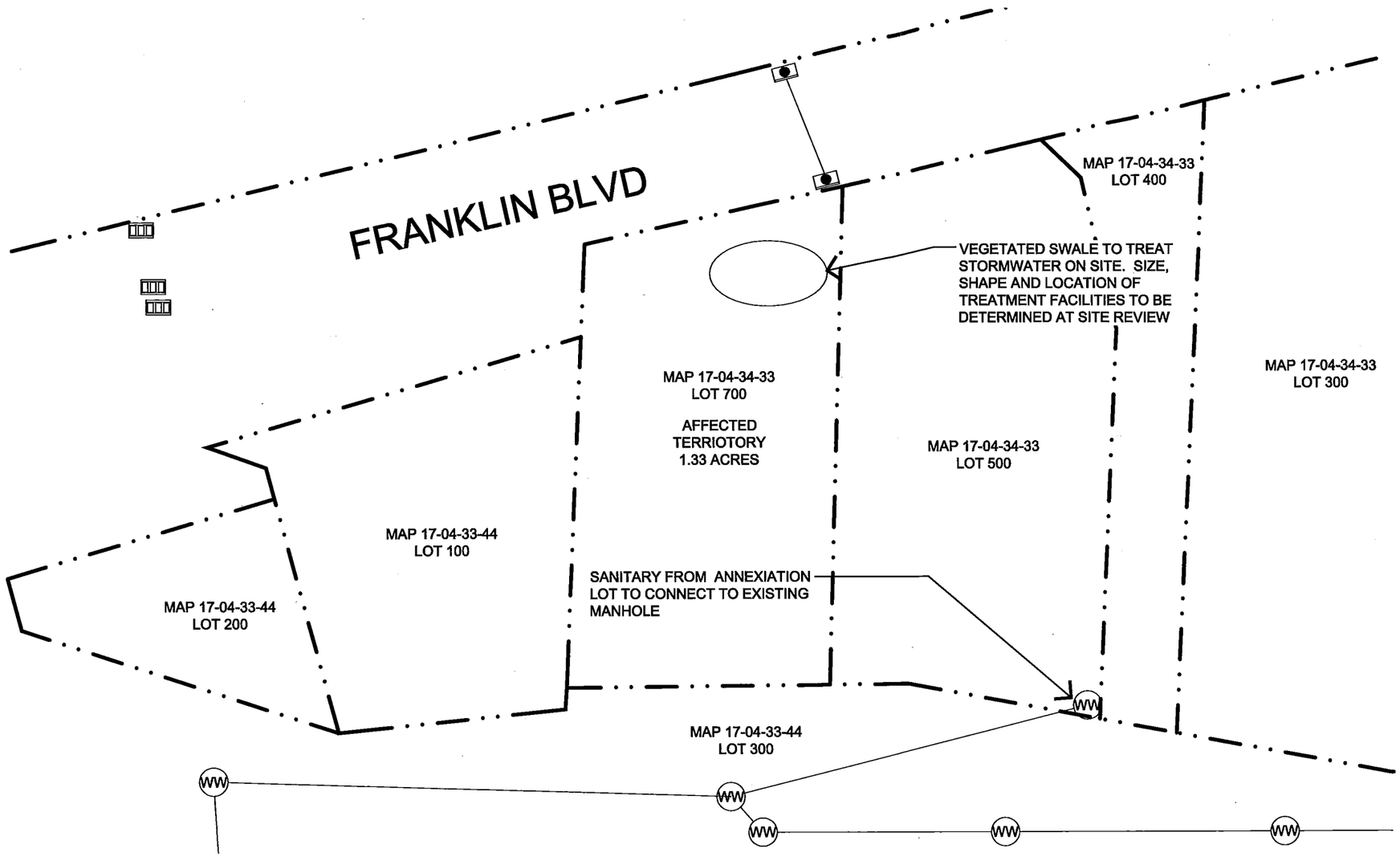
Proposed Annexation

Tax Lots

Within Springfield City Limits

Outside Springfield City Limits

Attachment 2-3



LEGEND

- EXISTING SANITARY MANHOLE
- EXISTING STORM CURB INLET
- EXISTING STORM CATCH BASIN
- VEGETATIVE SWALE

KEY FACILITIES AND SERVICES PLAN

WASTE WATER:
DISCUSCCIONS WITH CITY STAFF INDICATED THAT SANITARY CAN BE CONNECTED TO EXISTING MANHOLE LOCATED AT THE SOUTHEAST CORNER OF OF TAX LOT/MAP 17-03-34-33 / 500. EASEMENT TO BE PROVIDED ACCOMODATE THE CONNECTION.

STORMWATER:
STORMWATER WILL BE TREATED ON SITE TO THE GREATEST EXTENT POSSIBLE THROUGH THE USE OF VEGETATED SWALES. THE SIZE, SHAPE AND LOCATION OF TREATMENT FACILITIES WILL BE DETERMINED AT SITE PLAN REVIEW.

Date Received:
FEB 2 7 2013
Original Submittal

Attachment 3-1

LANDSCAPE ARCHITECTS
SCHIRMER SATRE GROUP
375 West 4th, Suite 201, Eugene OR 97401
Phone: 541.688.4848 Fax: 541.688.4577
www.schirmersatre.com

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REGISTERED LANDSCAPE ARCHITECT
RICHARD M. SATRE
OREGON

PATEL ANNEXIATION

Public/Private Utility Plan

Scale: 1" = 80'-0"
0 40 80 160

Revisions		
#	Date	Description

Project Number	
Drawn By	JM
Checked	rs
Date	2.15.2013
Phase	Pre-Submittal

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ORDINANCE NO _____

AN ORDINANCE APPROVING THE ANNEXATION OF CERTAIN TERRITORY TO THE CITY OF SPRINGFIELD AND WILLAMALANE PARK AND RECREATION DISTRICT; AND WITHDRAWING THE SAME TERRITORY FROM THE GLENWOOD WATER DISTRICT

THE COMMON COUNCIL OF THE CITY OF SPRINGFIELD FINDS THAT:

WHEREAS, the City Council is authorized by Springfield Development Code (SDC) Article 5.7-100 and ORS Chapter 222 to accept, process, and act on annexations to the City; and

WHEREAS, a request to annex certain territory was submitted on February 27, 2013, said territory being Assessor's Map Township 17 South, Range 03 West, Section 34, Map 33, Tax Lot 700, which is municipally addressed as 3005 and 3007 Franklin Boulevard and is generally depicted and more particularly described in **Exhibit A** to this Ordinance; and

WHEREAS, in accordance with SDC 5.7-125.A and ORS 222.111, the property owner initiated the annexation action by submittal of the required application forms and petition for annexation attached hereto as **Exhibit B** to this Ordinance; and

WHEREAS, this annexation has been initiated in accordance with SDC 5.7-125.A and ORS 222 and has been set for public hearing; and,

WHEREAS, the territory requested to be annexed is within the City's urban growth boundary and is contiguous to the City limits [SDC 5.7-140.A], and the annexation is consistent with the "Urban Transition and Annexation" section of the adopted *Glenwood Refinement Plan*; and,

WHEREAS, the minimum level of key urban facilities and services can be provided in an orderly and efficient manner as outlined in the adopted *Glenwood Refinement Plan*, and there is a logical area and time within which to deliver urban services and facilities [SDC 5.7-140.C]; and,

WHEREAS, a Staff Report (**Exhibit C**) was presented to the City Council with the Development & Public Works Director's recommendation to concurrently annex the subject territory to the Willamalane Park and Recreation District, as this Special District is a service provider for the City [SDC 5.7-140.B]; and is consistent with the intergovernmental agreement between Lane County and Springfield regarding boundary changes dated May 21, 2008; and,

WHEREAS, a Staff Report was presented to the City Council with the Director's recommendation to concurrently withdraw the annexation territory from the Glenwood Water District, as the City of Springfield acting by and through the Springfield Utility Board would provide water utility service directly to the area after it was annexed to the City [SDC 5.7-160.B]; and,

WHEREAS, on May 6, 2013, the Springfield Common Council conducted a public hearing and is now ready to take action on this request for annexation based on the recommendation and findings in support of approving the annexation request, and the Glenwood Water District's withdrawal as set forth in the aforementioned Staff Report to the Council, incorporated herein by reference, and the evidence and testimony presented at this public hearing held in the matter of adopting this Ordinance.

NOW THEREFORE, THE CITY OF SPRINGFIELD ORDAINS AS FOLLOWS:

SECTION 1: The Common Council of the City of Springfield does hereby approve annexation of the following described territory to the City of Springfield and Willamalane Park and Recreation District, said territory being more particularly described in **Exhibit A** to this Ordinance.

SECTION 2: The City Manager or the Development and Public Works Director shall send copies of this Ordinance to affected State and local agencies as required by SDC 5.7-155.

SECTION 3: This Ordinance shall become effective 30 days from the date of its passage by the City Council and approval by the Mayor, or upon the date of its filing with the Secretary of State as provided by ORS 222.180, whichever date is later.

ADOPTED by the Common Council of the City of Springfield this _____ day of _____, 2013, by a vote of _____for and _____ against.

APPROVED by the Mayor of the City of Springfield this _____ day of _____, 2013.

ATTEST:

_____
Mayor

_____
City Recorder

REVIEWED & APPROVED
AS TO FORM
Joshua J Lraity
DATE: 4/22/13
OFFICE OF CITY ATTORNEY

March 4, 2013

ANNEXATION DESCRIPTION
FOR
AL PATEL
(17 03 34 33 Tax Lot 700)

Beginning at a point on the Southerly right of way of Franklin Blvd. that is South 55.21 feet and South 74° 01' 10" West 775.29 feet from the Northeast Corner of the Zara Sweet Donation Land Claim No. 68 in Township 17 South, Range 3 West of the Willamette Meridian; run thence along said right of way South 74° 01' 10" West 179.22 feet; thence South 0° 33' 30" East 74.54 feet; thence leaving said right of way South 0°00' 20" East 230.16 feet; thence North 86° 47' 40" East 177.86 feet; thence North 1° 00' 20" West 344.14 to the place of beginning, in Lane County, Oregon. Said parcel contains 1.30 acres, more or less. Further, this description was compiled from data shown on Lane County Survey File No. 14246 and various recorded documents and does not represent a boundary survey.

REGISTERED
PROFESSIONAL
LAND SURVEYOR
OREGON
JULY 10, 1984
LAWRENCE B. OLSON
655
RENEWAL DATE: 12-31-2014

FOR ASSESSMENT AND TAXATION ONLY

Exhibit A-2

S.W.1/4 S.W.1/4 SEC. 34 T.17S. R.3W. W.M.
Lane County
1" = 100'

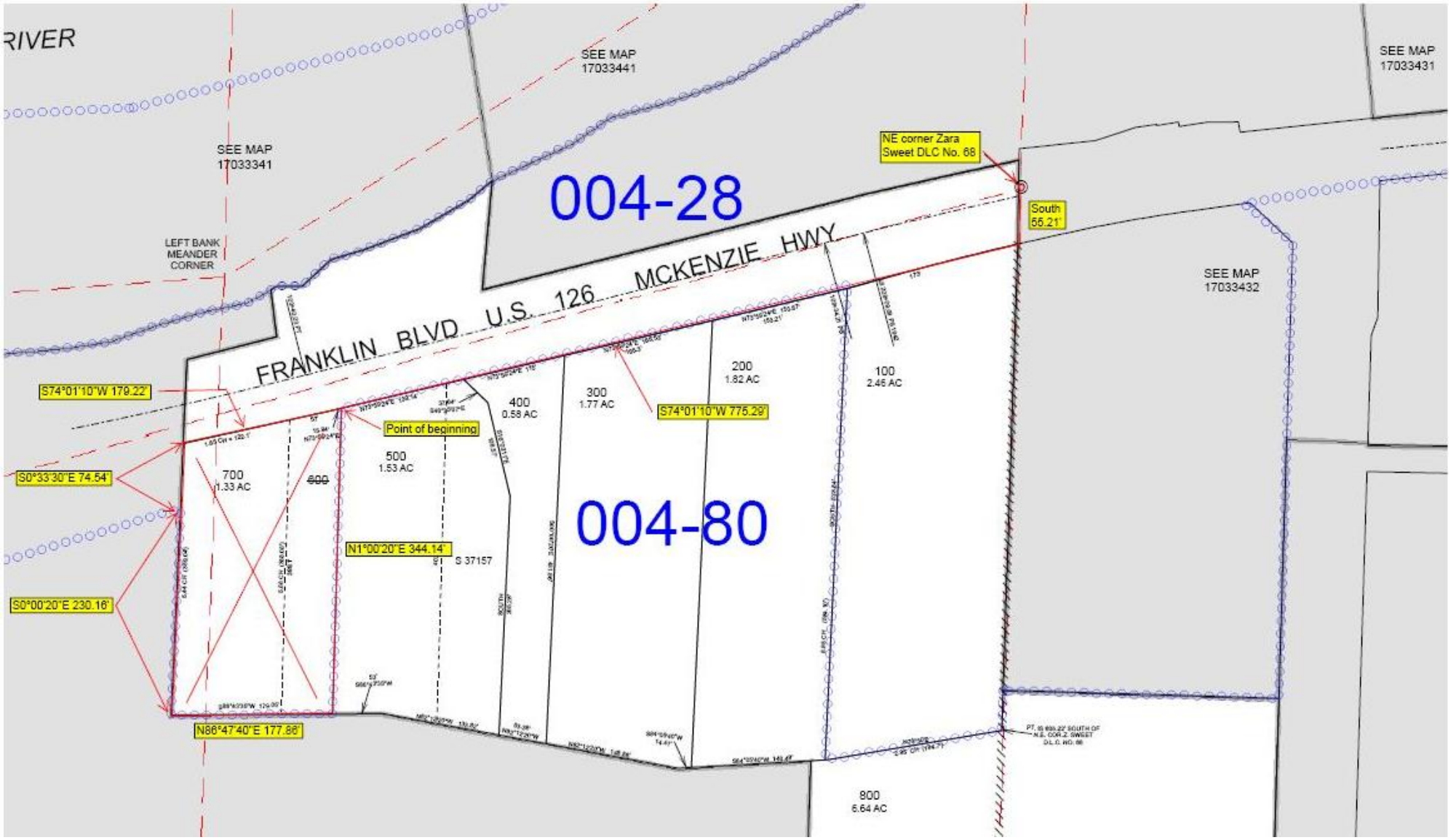

Exhibit B-1

City of Springfield
Development Services Department
225 Fifth Street
Springfield, OR 97477

3

SPRINGFIELD

Annexation Application Type IV

Application Type	**(Applicant: Check one)**
Annexation Application Pre-Submittal:	
Annexation Application Submittal:	☒

Required Proposal Information		**(Applicant: Complete This Section)**	
Property Owner:	Alpesh and Komal Patel	**Phone:**	541-342-4804
Address:	1857 Franklin Blvd, Eugene, OR 97403	**Fax:**	
		E-mail:	Alpatel@gmail.com
Owner Signature:			
Owner Signature:			
Agent Name:	Rick Satre	**Phone**	541-686-4540 x 2
Company:	Schirmer Satre Group	**Fax:**	541-686-4577
Address:	375 W 4th Avenue, Suite 201, Eugene, OR, 97477	**E-mail**	rick@schirmersatre.com
Agent Signature:	RICHARD M. SATRE		

If the applicant is other than the owner, the owner hereby grants permission for the applicant to act in his or her behalf, except where signatures of the owner of record are required, only the owner may sign the petition.

ASSESSOR'S MAP NO:	17-03-34-33	**TAX LOT NO(S):**	00700
Property Address:	3005, 3007 Franklin Blvd, Eugene, OR 97403		
Area of Request:	**Acres:1.33**	**Square Feet:56,628**	
Existing Use(s) of Property:	Single Family Housing		
Proposed Use of Property:	Hotel		

Required Property Information		**(City Intake Staff: Complete This Section)**			
Case No.:	Anx 13-00003	**Date:**	2/27/13	**Reviewed By: (initials)**	
Application Fee:	$561.41	**Postage Fee:**	$43.00	**Total Fee:**	$644.44

Tech Fee: $280.97

Date Received: FEB 27 2013

Attachment 4-5

Original Submittal

prj12-00020
pre13-00006

Owner Signatures

This application form is used for both the required pre-submittal meeting and subsequent complete application submittal. Owner signatures are required at both stages in the application process.

An application without the Owner's original signature will not be accepted.

Pre-Submittal

The undersigned acknowledges that the information in this application is correct and accurate for scheduling of the Pre- Submittal Meeting. If the applicant is not the owner, the owner hereby grants permission for the applicant to act in his/her behalf. I/we do hereby acknowledge that I/we are legally responsible for all statutory timelines, information, requests and requirements conveyed to my representative.

Owner: _____ **Date:** 2/15/13

Signature

Alpesh Patel

Print

Submittal

I represent this application to be complete for submittal to the City. Consistent with the completeness check performed on this application at the Pre-Submittal Meeting, I affirm the information identified by the City as necessary for processing the application is provided herein or the information will not be provided if not otherwise contained within the submittal, and the City may begin processing the application with the information as submitted. This statement serves as written notice pursuant to the requirements of ORS 227.178 pertaining to a complete application.

Owner: _____ **Date:** 2/26/13

Signature

Alpesh Patel

Print

Date Received:

FEB 2 7 2013

Original Submittal RL

Written Narrative
Pre-Application for Annexation to the City of Springfield

I. Project Information

Date:	February 15, 2013
Regarding:	Alpesh Patel Annexation Application
Property Location:	3005, 3007 Franklin Blvd, Map 17-03-34-33, Tax Lot 00700
Applicant's Representative:	Richard M. Satre, AICP, ASLA, CSI Schirmer Satre Group 375 West 4th, Suite 201 Eugene, OR 97401 (541) 686-4540
Owner/Applicant:	Alpesh Patel 1857 Franklin Blvd. Eugene, OR 97403 (541) 342-4804
Current Zoning:	Office Mixed Use
Metro Plan Designation:	Commercial with Mixed Use Overlay
Refinement Plan:	Glenwood Refinement Plan
Request:	Annexation to City of Springfield

II. Land Use Request

In accordance with the Annexation submittal requirements, this written narrative describes the proposed annexation and demonstrates that the proposal complies with the criteria contained in SDC 5.7-100. This proposed annexation is for approximately 1.33 acres of property to the City of Springfield. This application is initiated by the owner of land subject to the annexation.

The annexation area is composed of one (1) property on the south side of Franklin Blvd located in the area west of Glenwood Blvd. The subject lot is within the urban growth boundary and is contiguous to the city limits. As demonstrated herein the subject lot is capable of being served by the orderly extension of key urban services or is currently being served.

Date Received:

FEB 2 7 2013

Original Submittal

III. The Site and Existing Conditions

A. Tax Lot
This proposal applies to Tax Lots 00700 on Lane County Assessor's Map 17-04-34-33.

Lot 00700 is developed as single family housing with two dwellings. Dwelling 1 is a 3,180 structure and Dwelling 2 is 294 square feet. It is currently zoned Office Mixed Use.

B. Location and Site Context
This parcel, roughly 1.33 acres in area, is located on the southern side of Franklin Blvd. The site abuts vacant land owned by the City of Springfield to both the east and west and the Lane County Waste Management and Transfer Station to the south.

IV. Criteria

The following is the section of the Springfield Development code that applies to the annexation of the above mentioned property. For clarity the code section is in plain text and *responses are in italics.*

SDC 5.7-140 An annexation application may be approved only if the City Council finds that the proposal conforms to the following criteria:

A. The affected territory proposed to be annexed is within the City's portions of the urban growth boundary and contiguous to the city limits or separated from the City limits only by a public right-of-way or a stream, lake, or other body of water.

Response: The affected territory is located within the city's portion of the urban growth boundary and is contiguous to the city limits via Tax Map/Lot 17-03-34-44 / 00300 located to the south, Tax Map/Lot 17-03-34-44 / 00100 to the west and Tax Map/Lot 17-03-34-33 / 00500 to the east.

B. The proposed annexation is consistent with applicable polices in the Metro Plan and in any applicable refinement plan or Plan Districts.

Response: The planned use of a hotel for the proposed annexation site is consistent with The Metro Plan designation of Commercial with a Mixed-Use Overlay. The Glenwood Refinement Plan designation is for Office Mixed Use. The Refinement plan offers flexibility of uses that are compatible with office development including commercial hospitality services therefore the planned use is consistent with the Refinement Plan. Applicable policies of the Metro Plan are listed below:

Metro Plan

C. Growth Management, Goals, Findings and Policies:
Policy 8. Land within the UGB may be converted from urbanizable to urban only through annexation to a city when it is found that:

a. A minimum level of key urban facilities and services can be provided to the area in an orderly and efficient manner.
b. There will be a logical area and time within which to deliver urban services and facilities. Conversion of urbanizable land to urban shall also be consistent with the Metro Plan.

Date Received:

Attachment 4-8
FEB 2 7 2013
Original Submittal

Response: As discussed under SDC 5.7-125(B)(12) the subject lots can be provided with a minimum level of key urban facilities and services. As such this policy is met.

Policy 10. Annexation to a city through normal processes shall continue to be the highest priority.

Response: This application for annexation is made per the criteria starting at SDC 5.7-100 Annexations; as such this policy is met.

Policy 16. Ultimately, land within the UGB shall be annexed to a city and provided with the required minimum level of urban facilities and services. While the time frame for annexation may vary, annexation should occur as land transitions from urbanizable to urban.

Response: The subject lots are adjacent to urban land and urbanizable land, the addition of this land within the City limits provides more opportunities for urban development in support of this policy.

Policy 17. Eugene and Springfield and their respective utility branches, Eugene Water & Electric Board (EWEB) and Springfield Utility Board (SUB), shall be the water and electrical service providers within the UGB.

Response: The proposed annexation area is currently provided water and electrical service from EWEB. Nothing in this application shall change this condition; as such the proposal satisfies this policy.

Policy 21. When unincorporated territory within the UGB is provided with any new urban service, that service shall be provided by the following method (in priority order).

a. annexation to a city;...

Response: This annexation application satisfies policy 21(a); as such, with approval of this application, this policy is satisfied.

C. The proposed annexation will result in a boundary in which the minimum level of key urban facilities and services as defined in the Metro Plan can be provided in an orderly efficient and timely manner; and

Response: The annexation site can be provided with key urban facilities and services as defined in the Metro Plan. Key urban facilities are listed below:

Waste Water

City Staff indicated at the Development Issues Meeting that Sanitary could be treated by connecting into the existing manhole located at the southeast corner of Tax Map/Lot 17-03-34-33 / 00500. City Staff indicated that an easement on Tax Lot 00500 could be provided to accommodate the connection.

Stormwater

Stormwater will be treated on site with through the use of vegetated swales. The size, shape and location of treatment facilities will be determined at Site Plan Review.

Transportation

Lane Transit District services Franklin Blvd with stops located nearby the intersection of Franklin Blvd and Glenwood Blvd.

Date Received:

FEB 2 7 2013

Original Submittal

Solid Waste Management
Solid waste collection is provided by private firms. Regional disposal sites and the Short Mountain Landfill are operated by Lane County.

Water and Electric Service
Eugene Water and Electric Board

Fire and Emergency Medical Services
Glenwood Water District provides fire protection while the Springfield Dept of Fire and Life Safety provides ambulance services.

Police Protection
Police protection can be provided to this site upon annexation consistent with service provision throughout the city. Springfield Police currently travel along Franklin Blvd to provide service to surrounding areas that are incorporated into the city of Springfield. Infill annexations and development in this area will increase the efficiency of services delivery to this area.

City Wide Parks and Recreation Programs
The site is included within the Willamalane Park and Recreation District. Recently approved Bond Measure 20-199 will provided $20 million in bond funds which will be used to help fund future City park acquisition and development throughout the city as well as improving and renovating existing parks and trails.

Land Use Controls
Planning and building permit services are provided to the area outside the city limits but within the urban growth boundary by the City of Springfield. This service would continue after annexation.

Communication Facilities
US West Communications and a variety of other telecommunications providers offer communication services throughout the Eugene/Springfield Area.

Public Schools
Eugene School District

The above key urban facilities and services meet the minimum level as defined in the Metro Plan and can be provided in an orderly, efficient, and timely manner, thereby, satisfying SDC 5.7-125(B)(14)..

D. Where applicable fiscal impacts to the City have been mitigated through a signed Annexation Agreement or other mechanism approved by the City Council.

   Planning and Public Works Staff have indicated that all services are available and an Annexation Agreement is not needed.

Date Received:

FEB 2 7 2013

Original Submittal

VI. Conclusion

Based on the above information, this annexation request satisfies applicable criteria. Thank you for your review and we look forward to your positive response.

Sincerely,

Richard M. Satre, AICP, ASLA, CSI
Schirmer Satre Group
375 West 4th Avenue, Suite 201
Eugene, Oregon 97401
(541) 686-4540

Date Received:

FEB 2 7 2013

Original Submittal RZ

Public / Private Utility Plan (SDC 5.7-125(B)(12)
A plan describing how the proposed annexation area can be served by key facilities and services must be provided with the Annexation Agreement. Planning and Public Works staff will work with the applicant to complete the Annexation Agreement.

Planning and public works staff have indicated that all services are available and Annexation Agreement is not needed.

Key facilities and services as defined by the Metro Plan and how they will be met are as follows:

Waste Water
City Staff indicated at the Development Issues Meeting that Sanitary could be treated by connecting into the existing manhole located at the southeast corner of Tax Map/Lot 17-03-34-33 / 00500. City Staff indicated that an easement on Tax Lot 00500 could be provided to accommodate the connection.

Stormwater
Stormwater will be treated on site with through the use of vegetated swales. The size, shape and location of treatment facilities will be determined at Site Plan Review.

Transportation
Lane Transit District services Franklin Blvd with EmX stops located nearby at the intersection of Franklin Blvd and Glenwood Blvd.

Solid Waste Management
Solid waste collection for the site is provided by private firms. Regional disposal sites and the Short Mountain Landfill are operated by Lane County.

Water and Electric Service
Eugene Water and Electric Board currently provides both water and electric service to the subject site.

Fire and Emergency Medical Services
Glenwood Water District currently provides fire protection while the Springfield Dept of Fire and Life Safety provides ambulance services to the subject site.

Police Protection
Police protection can be provided to this site upon annexation consistent with service provision throughout the city, Springfield Police currently travel along Franklin Blvd to provide service to surrounding areas that are incorporated into the city of Springfield. Infill annexations and development in this area will increase the efficiency of services delivery to this area.

City Wide Parks and Recreation Programs
The site is included within the Willamalane Park and Recreation District. Recently approved Bond Measure 20-199 will provided $20 million in bond funds which will be used to help fund future City park acquisition and development throughout the city as well as improving and renovating existing parks and trails.

Date Received:

FEB 2 7 2013

Original Submittal

Land Use Controls
Planning and building permit services are provided to the area outside the city limits but within the urban growth boundary by the City of Springfield. This service would continue after annexation.

Communication Facilities
US West Communications and a variety of other telecommunications providers offer communication services throughout the Eugene/Springfield Area.

Public Schools
The site is served by the Eugene School District.

Date Received:

FEB 2 7 2013

Original Submittal

Application #: C SP 2009 - _____
For City Use Only

FORM 1

PETITION/PETITION SIGNATURE SHEET
Annexation by Individuals
[SDC 5.7-125(2)(b)(i)/ORS 222.170(1)]

We, the following property owners of the following territory, consent to the annexation to the City of Springfield and concurrent annexation to Lane County Metropolitan Wastewater Service District and Willamalane Parks and Recreation District, as deemed necessary:

Signature	Date Signed m/d/y	Print Name	Residence Address (*street, city, zip code*)	Map and Tax Lot Number (example: 17-04-03-00-00100)	✓ Land Owner	Acres (qty)
1.	2/19/13	**Alpesh Patel**	3005 FRANKLIN BLVD EUGENE, OR 97403	17-03-34-33-00700	✓	1.33
2.	2/19/13	**Komal Patel**	3005 FRANKLIN BLVD EUGENE, OR 97403	17-03-34-33-00700	✓	1.33
3.						
4.						
5.						

Note: With the above signature(s), I am attesting that I have the authority to consent to annexation on my own behalf or on behalf of my firm or agency. *(Attach evidence of such authorization when applicable.)*

I, Jeff Sakacsi *(printed name of circulator)*, hereby certify that every person who signed this sheet did so in my presence.

x _____ *(signature of circulator)*

CERTIFICATION OF OWNERSHIP

The total landowners in the proposed annexation are 2 *(qty)*. This petition reflects that 2 *(qty)* landowners *(or legal representatives)* listed on this petition represent a total of 100 *(%)* of the landowners and 100 *(%)* of the acres as determined by the map and tax lots attached to the petition. *A&T is not responsible for subsequent deed activity that may not yet be reflected on the A&T computerized tax roll.*

Lane County Department of Assessment and Taxation

2-19-13
Date Signed and Certified

Date Received:

FEB 27 2013

Original Submittal

Attachment 4-14

Exhibit B-10

FORM 2

OWNERSHIP WORKSHEET

(This form is **NOT** the petition)

(Please include the name and address of ALL owners regardless of whether they signed an annexation petition or not.

OWNERS

Property Designation (Map/lot number)	Name of Owner	Acres	Assessed Value	Imp. Y / N	Signed Yes	Signed No
17-03-34-33 / 00700	Alpesh and Komal Patel	1.33	$162,359			
	TOTALS:	1.33	$162,359			

TOTAL NUMBER OF OWNERS IN THE PROPOSAL	2
NUMBER OF OWNERS WHO SIGNED	2
PERCENTAGE OF OWNERS WHO SIGNED	100%
TOTAL ACREAGE IN PROPOSAL	1.33
ACREAGE SIGNED FOR	1.33
PERCENTAGE OF ACREAGE SIGNED FOR	100%
TOTAL VALUE IN THE PROPOSAL	$162,359
VALUE CONSENTED FOR	$162.359
PERCENTAGE OF VALUE CONSENTED FOR	100%

Date Received:

FEB 27 2013

Original Submittal

FORM 3

SUPPLEMENTAL INFORMATION FORM

*(Complete **all** the following questions and provide all the requested information. Attach any responses that require additional space, restating the question or request for information on additional sheets.)*

Contact Person: Rick Satre

E-mail: rick@schirmersatre.com

Supply the following information regarding the annexation area.

- Estimated Population **(at present)**: 0
- Number of Existing Residential Units: 2
- Other Uses: _____
- Land Area: 1.33 total acres
- Existing Plan Designation(s): Metro Plan: Commercial with a Mixed Use Overlay
- Existing Zoning(s): Office Mixed Use
- Existing Land Use(s): Single Family Housing and Vacant, Unused, Undeveloped Land
- Applicable Comprehensive Plan(s): Metro Plan
- Applicable Refinement Plan(s): Glenwood Refinement Plan
- Provide evidence that the annexation is consistent with the applicable comprehensive plan(s) and any associated refinement plans. The subject property is included within the Urban Growth Boundary of Springfield and is currently zoned Office Mixed Use. The Metro Plan designation is Commercial with a Mixed Use Overlay and the Glenwood Refinement Plan is Office Mixed Use. The planned use of a hotel is consistent with the commercial designation of the Metro Plan as well as with the Glenwood Refinement Plan which offers the flexibility of uses that are compatible with office development including commercial hospitality services.
- Are there development plans associated with this proposed annexation?

  Yes x No _____

  If yes, describe.
  A hotel development plan is associated with this proposed annexation.
- Is the proposed use or development allowed on the property under the current plan designation and zoning?

Date Received:

FEB 27 2013

Original Submittal AL

Yes __x_____ No _____

- Please describe where the proposed annexation is contiguous to the city limits (non-contiguous annexations cannot be approved under 5.7-140, Criteria).

Proposed annexation is contiguous to the city limits via Tax Map/Lot 17-03-33-44 / 00300 located south of the subject property, Tax Map/Lot 17-03-33-44 / 00100 located west of the subject property and Tax Map/Lot 17-03-33-34 / 00500 located east of the subject property.

Date Received:

FEB 2 7 2013

Original Submittal_____

Does this application include all contiguous property under the same ownership?

Yes __x_____ No _____

If no, state the reasons why all property is not included:

_____

_____

- Check the special districts and others that provide service to the annexation area:

■ Glenwood Water District	☐ Rainbow Water and Fire District
■ Eugene School District	☐ Pleasant Hill School District
☐ Springfield School District	☐ McKenzie Fire & Rescue
☐ Pleasant Hill RFPD	☐ Willakenzie RFPD
☐ EPUD	☐ SUB
■ Willamalane Parks and Rec District	■Other EWEB_____

- Names of persons to whom staff notes and notices should be sent, in addition to applicant(s), such as an agent or legal representative.

Rick Satre	_____
(Name)	***(Name)***
375 W 4th Avenue, Suite 201	_____
(Address)	*(Address)*
Eugene, OR 97401	_____
(City) *(Zip)*	*(City)* *(Zip)*
_____	_____
(Name)	***(Name)***
_____	_____
(Address)	*(Address)*
_____	_____
(City) *(Zip)*	*(City)* *(Zip)*

Date Received:

FEB 2 7 2013

Original Submittal RY

Legal Description of Affected Territory to be Annexed

Beginning at a pointing the North Line of the Zara Sweet Donation Land Claim No. 68, Notification No. 3284 in Township 17 South Range 3 West of the Willamette Meridian, 14.45 chains South 73°30' West from the Northeast corner thereof and running thence South 5.44 chains to the center of the slough running Easterly and Westerly through said claim, thence up the center of said slough North 87° East 1.77 chains, then North parallel with the East line of said claim 5.88 chains, to the North line of said Claim and thence South 73°30' West 1.85 chains to the place of beginning, being a part of said Donation Land Claim in Lane County, State of Oregon. ALSO: Beginning at a point on South line of Pacific Highway right of way South 0°03' East 57.8 feet from a point which is on North line of Zara Sweet Donation Land Claim and which point is South 74°12' West 831.6 feet from the Northeast corner of the Zara Sweet Donation Land Claim No. 68, in Township 17 South, Range 3 West of the Willamette Meridian, thence along South line of Pacific Highway right of way North 74°01'30" East 57.0 feet, then South 1°0' East 360.0 feet to center of slough, thence South 88° West 55.3 feet, thence North 0°03' West 388.1 feet, more or less, to point of beginning, all in Lance County, Oregon.

Date Received:

FEB 2 7 2013

Original Submittal 67

FORM 4

WAIVER OF ONE YEAR TIME LIMIT FOR ANNEXATION PURSUANT TO ORS 222.173

This waiver of the time limit is for the following described property:

17-03-34-33 / 00700	3005 Franklin Blvd
Map and Tax Lot Number assigned)	Street Address of Property (if address has been

ONE WAIVER OF TIME LIMIT FOR EACH PARCEL, PLEASE

We, the owner(s) of the property described above understand the annexation process can take more than one year but desire to annex to have City services. Therefore, we agree to waive the one-year time limitation on this petition to annex established by Oregon Revised Statutes 222.173, and further agree that this contract shall be effective [x] indefinitely or [ ] until _____.

Date

Signatures of Legal Owners

Please print or type name	Signature	Date Signed
Alpesh Patel		2/15/13
Komal Patel		2/15/13

Date Received:

FEB 2 7 2013

Original Submittal AZ

AGENDA ITEM SUMMARY		
	Meeting Date:	5/6/2013
	Meeting Type:	Regular Meeting
	Staff Contact/Dept.:	Katherine Bishop/DPW
	Staff Phone No:	541-726-3674
	Estimated Time:	10 Minutes
S P R I N G F I E L D C I T Y C O U N C I L	**Council Goals:**	Provide Financially Responsible and Innovative Government Services

ITEM TITLE:	RATIFICATION OF THE METROPOLITAN WASTEWATER MANAGEMENT COMMISSION (MWMC) FY 2013-14 REGIONAL WASTEWATER PROGRAM BUDGET AND CAPITAL IMPROVEMENT PROGRAM (CIP).
ACTION REQUESTED:	Adopt or not adopt a motion ratifying the FY 13-14 Regional Wastewater Program Budget and Capital Improvement Program (CIP).
ISSUE STATEMENT:	As provided for in the MWMC Intergovernmental Agreement (IGA), the City of Springfield, the City of Eugene, and Lane County, as governing bodies, must ratify the annual MWMC's Budget and CIP.
ATTACHMENTS:	1. The Regional Wastewater Program Budget and Capital Improvements Program (CIP) for FY 2013-14, as approved by MWMC
DISCUSSION/ FINANCIAL IMPACT:	The FY 13-14 Regional Wastewater (RWP) Budget and CIP document was approved by the MWMC on April 12, 2013. In preparing and reviewing the Budget and CIP, the MWMC convened three work sessions and a public hearing prior to taking action to adopt the FY 13-14 MWMC Budget. The FY 13-14 Budget funds all operations, administrative services, and capital projects planned for the Regional Wastewater Facilities. The approved budget includes a 0.9% budget *reduction* in administrative costs and a 1.6% increase in operations and maintenance (O&M) expenses, resulting in a combined regional operating budget net increase of 1.1% in FY 13-14, when compared to the prior year. The CIP outlines and describes the capital projects planned for the next five years. The FY 13-14 RWP Budget and CIP document reflects a continued focus on the completion of facilities upgrades and expansion, and operations and maintenance activities to provide wastewater treatment for a growing community through 2025 in a manner that protects the public's health and safety, and the environment. The Commission took a corresponding action to adopt a 3% increase in regional wastewater user charges in order to fully fund the Budget and CIP. On May 6, 2013 the City Council will hold a public hearing on the FY 13-14 regional rates within the City. Following the public hearing, Council is scheduled to adopt a resolution to set the FY 13-14 regional user fee rates within the City of Springfield. In accordance with the IGA, the MWMC contracts with the City of Eugene for operations and maintenance services, and with the City of Springfield for administrative services. The attached budget document provides regional program and budget summaries as well as detailed budgets for services provided by Eugene and Springfield. The budget document also provides information about how the RWP activities are driven by the MWMC established goals and performance measures. The FY 13-14 RWP Budget and CIP must be approved by the MWMC and ratified by Lane County, the cities of Eugene and Springfield, and then finally adopted by the MWMC, prior to the beginning of the next fiscal year (July 1, 2013). The Eugene City Council is scheduled to ratify the MWMC Budget and CIP on May 13, 2013, and the Board of Commissioners is scheduled to ratify the MWMC Budget and CIP on May 21, 2013, with MWMC final budget adoption on June 14, 2013.

Preliminary

REGIONAL WASTEWATER PROGRAM BUDGET AND CAPITAL IMPROVEMENTS PROGRAM FISCAL YEAR 2013-14

Metropolitan Wastewater Management Commission

partners in wastewater management

Preliminary

REGIONAL WASTEWATER PROGRAM

BUDGET
and
CAPITAL IMPROVEMENTS PROGRAM
Fiscal Year 2013-14

The Metropolitan Wastewater Management Commission adopted its Operating Budget and Capital Improvements Program (CIP) for FY 13-14 April 12, 2013. The Budget and CIP are currently scheduled for consideration and ratification by the Springfield City Council on May 6, 2013, the Eugene City Council on May 13, 2013, and the Lane County Board of Commissioners on May 21, 2013. The Commission is scheduled for final consideration and ratification of the budget and CIP on June 14, 2013**.**

COMMISSION MEMBERS:

Marilee Woodrow, President (Springfield)
Faye Stewart, Vice President (Lane County)
George Brown (Eugene)
Bill Inge (Lane County)
Doug Keeler (Springfield)
Hilary Loud (Eugene)
Walt Meyer (Eugene)

STAFF:

Leonard J. Goodwin, MWMC Executive Officer/Springfield Development and Public Works Director
Ron Bittler, MWMC General Manager/Springfield Environmental Services Manager
Michelle Cahill, Eugene Wastewater Division Director
Robert Duey, MWMC Finance Officer/Springfield Finance Director

METROPOLITAN WASTEWATER MANAGEMENT COMMISSION

***Preliminary* FY 13-14 BUDGET AND CAPITAL IMPROVEMENTS PROGRAM for the**

REGIONAL WASTEWATER PROGRAM

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REGIONAL WASTEWATER PROGRAM BUDGET

BUDGET MESSAGE

BUDGET MESSAGE

To the Metropolitan Wastewater Management Commission:
I am pleased to present the Metropolitan Wastewater Management Commission's (MWMC) budget for fiscal year (FY) 2013-14. This budget funds operations, administration, and capital projects planned for the Regional Wastewater Program (RWP). The MWMC administration and Capital Improvements Program (CIP) components of the budget are reflected in the City of Springfield's RWP budget. The operations, maintenance, equipment replacement, and major rehabilitation components are reflected in the City of Eugene's RWP budget. The Cities' Industrial Pretreatment Programs, managed locally in compliance with the MWMC Model Ordinance, also are included in the RWP budget.

This year's budget reflects a continued focus on design and construction of capital improvements planned to ensure that operation of the Regional Wastewater Facilities meets environmental regulations, and that adequate capacity will be provided to meet the needs of a growing service area. The FY 13-14 capital budget and FY 13-14 – FY 17-18 capital improvements work plan, which are included in this budget document, are derived from the 2004 MWMC Facilities Plan. The budgeted amount for FY 13-14 Facilities Plan capital improvement projects is $13,456,982; $7,486,982 is carryover from unfinished projects budgeted in FY 12-13, and $5,970,000, is new or rephased funding programmed in FY 13-14. The FY 13-14 capital budget also includes Equipment Replacement, and Major Rehabilitation capital projects, budgeted at $542,181 and $497,351 respectively. The capital budget for FY 13-14 is $14,496,514. Approximately $6.5 million of the total capital budget will not be spent in FY 13-14, but is included to enable MWMC to commit to contracts that will occur in FY 13-14. Unspent funds will be carried forward to the FY 14-15 budget as appropriate. In order to fund the actual cash flow requirements of the FY 13-14 CIP, the Commission will use State Revolving Fund (SRF) loans as well as strategic draw downs of capital reserves.

The FY 13-14 RWP Operating Budget for Personnel Services, Materials and Services and Capital Outlay expense is $16,352,793. Consistent with the Commission's Financial Plan and policies, the FY 13-14 budget maintains and uses several reserves, which are fully described in this budget document. Finally, the FY 13-14 budget includes Debt Service payments totaling $9,069,969 as scheduled for repayment of $47.3 million of revenue bonds issued in November 2006, with an additional bond issuance of $50.7 million in November 2008, and $17.8 million in SRF loans to fund the Facilities Plan capital improvements.

Revenue sources necessary to fund Operations, Capital programs, Debt Service requirements and Reserves include user charges, System Development Charges (SDCs), interest earnings and a small amount of miscellaneous revenues. For FY 13-14 user fee revenues (including septage service and SDC Compliance Charge) are projected at $28,272,000. This level of revenue is projected based on a 3% increase in regional wastewater user fees, as recommended by the MWMC financial advisor in order to meet the Commission's Financial Plan policies and net revenue objectives. Projected SDC revenues are estimated at $652,000.

In summary, the projected FY 13-14 budget funds operations and administration sufficiently to maintain existing levels of service, and to meet the environmental performance and other legal obligations of the Commission. It funds Capital Programs at a level necessary to implement the

2004 Facilities Plan objectives for compliance with the National Pollutant Discharge Elimination System (NPDES) permit issued to the MWMC and the two Cities. Finally, this budget implements the Commission's adopted Financial Plan policies regarding reserves, asset management, and capital financing.

REGIONAL WASTEWATER PROGRAM
RESOURCE AND EXPENDITURE SUMMARY

	ADOPTED BUDGET 2012-13	AMENDED BUDGET 2012-13	PROPOSED BUDGET 2013-14	
RESOURCES				
Beginning Cash	$88,038,238	$90,053,063	$93,172,564	
User Fees	27,892,600	27,892,600	28,272,000	
Internal Transfers	18,669,888	18,669,888	14,228,946	
Miscellaneous	1,693,700	1,693,700	1,713,400	
System Development Charge	651,500	651,500	652,000	
Revenue Bond/SRF Proceeds	1,243,824	1,243,824	317,500	*
Interest	213,000	213,000	245,000	
	$138,402,750	**$140,417,575**	**$138,601,410**	
EXPENDITURES				
Reserves	$70,681,429	$70,685,100	$84,453,188	
CIP	23,574,103	25,577,726	14,496,514	**
Internal Transfers	18,669,888	18,669,888	14,228,946	***
Operations	12,509,757	12,509,757	12,716,031	
Debt Service	8,846,615	8,846,615	9,069,969	
Administration	3,670,958	3,678,489	3,636,762	
Sponsorship	450,000	450,000	0	
	$138,402,750	**$140,417,575**	**$138,601,410**	

* Because all capital projects for which contracts will be awarded in FY 13-14 must be fully budgeted in FY 13-14, the revenue requirements, and in this case, any necessary borrowing, must also be shown in the budget year.

** In governmental budgeting, projects are fully budgeted in the fiscal year in which the contract is awarded. At the end of each fiscal year, unspent funds are carried forward until the project is completed. This provides budget appropriations necessary for MWMC to commit to contracts that span more than one fiscal year. Therefore, although the budgeted amount in the capital budget for FY 13-14 is $14,496,514, which includes Equipment Replacement, Major Rehab and Major Capital Outlay totaling $1,039,532, the capital project spending for FY 13-14 is only expected to total about $8,000,000.

*** Includes equipment replacement contributions totaling $500,000, a Capital Reserve contribution of $6,000,000, a $17,520 transfer from Reimbursement SDC Compliance Charge to Operating, and transfers of $6,311,426 from operating and $1,400,000 from Improvement SDC to finance debt service.

Respectfully submitted,

Leonard J. Goodwin
MWMC Executive Officer

REGIONAL WASTEWATER PROGRAM BUDGET

OVERVIEW

REGIONAL WASTEWATER PROGRAM OVERVIEW

The Metropolitan Wastewater Management Commission

The Metropolitan Wastewater Management Commission (MWMC) was formed by Eugene, Springfield, and Lane County through an intergovernmental agreement (IGA) in 1977 to provide wastewater collection and treatment services for the Eugene-Springfield metropolitan area. The seven-member Commission is composed of members appointed by the City Councils of Eugene (3 representatives), Springfield (2 representatives) and the Lane County Board of Commissioners (2 representatives). Since its inception, the Commission, in accordance with the IGA, has been responsible for oversight of the Regional Wastewater Program (RWP) including: construction, maintenance, and operation of the regional sewerage facilities; adoption of financing plans; adoption of budgets, user fees and connection fees; adoption of minimum standards for industrial pretreatment and local sewage collection systems; and recommendations for the expansion of regional facilities to meet future community growth. Staffing and services have been provided in various ways over the 36 years of MWMC's existence. Since 1983, the Commission has contracted with the Cities of Springfield and Eugene for all staffing and services necessary to maintain and support the RWP. Lane County's partnership has involved participation on the Commission and support to the Lane County Metropolitan Wastewater Service District (CSD), which managed the proceeds and repayment of general obligation bonds issued to construct RWP facilities.

Regional Wastewater Program Purpose and Key Outcomes

The purpose of the RWP is to protect public health and safety and the environment by providing high quality wastewater management services to the Eugene-Springfield metropolitan area. The MWMC and the regional partners are committed to providing these services in a manner that will achieve, sustain, and promote balance between community, environmental, and economic needs while meeting customer service expectations. Since the mid-1990s, the Commission and RWP staff have worked together to identify key outcome areas within which to focus annual work plan and budget priorities. The FY 13-14 RWP work plans and budget reflect a focus on the following key outcomes or goals. In carrying out the daily activities of managing the regional wastewater system, we will strive to achieve and maintain:

1. ***High environmental standards;***
2. ***Fiscal management that is effective and efficient;***
3. ***A successful intergovernmental partnership;***
4. ***Maximum reliability and useful life of regional assets and infrastructure;***
5. ***Public awareness and understanding of MWMC, the regional wastewater system, and MWMC's objectives of maintaining water quality and a sustainable environment.***

The Commission believes that these outcomes, if achieved in the long term, will demonstrate success of the RWP in carrying out its purpose. In order to determine whether we are successful, indicators of performance and targets have been identified for each key outcome. Tracking performance relative to identified targets over time assists in managing the RWP to achieve desired results. The following indicators and performance targets provide an important framework for the development of the FY 13-14 RWP Operating Budget, Capital Improvements Program and associated work plans.

Outcome 1: ***Achieve and maintain high environmental standards.***

Indicators:	Performance:		
	FY 11-12 Actual	FY 12-13 Estimated Actual	FY 13-14 Target
• Amount of wastewater treated to water quality standards	100 %; 13.6 billion gallons	100 %; 13.8 billion gallons	100 %; 14.0 billion gallons
• Compliance with environmental performance requirements of all permits	100% compliance	100% compliance	100% compliance
• MWMC target for high quality biosolids	<50% EPA 40CFR Part 503.13 -Table 3 Pollutant Concentrations: Policy Met	<50% EPA 40CFR Part 503.13 -Table 3 Pollutant Concentrations: Policy Met	<50% EPA 40CFR Part 503.13 -Table 3 Pollutant Concentrations: Policy Met
• Volume of reclaimed water beneficially reused (million gallons)	73 million gallons	70 million gallons	70 million gallons
• Performance targets under the Environmental Management System (EMS) are achieved	There were 7 targets, 5 were met; data was not available for 2 targets (See Note)	100% of numeric EMS targets met or on schedule	100% of numeric EMS targets met or on schedule

Note: In FY 11-12 specific data was not available from the service provider on two EMS targets: (1) reduce solid waste by 10% and (2) increase recycling by 10%

Outcome 2: ***Achieve and maintain fiscal management that is effective and efficient.***

Indicators:	Performance:		
	FY 11-12 Actual	FY 12-13 Estimated Actual	FY 13-14 Target
• Annual Budget and Rates meet MWMC Financial Plan Policies	Policies Met	Policies Met	Policies Met
• Annual audited financial statements	Clean Audit	Clean Audit	Clean Audit
• Uninsured Bond Rating	AA	AA	A
• Reserves Funded at Target Levels	yes	yes	yes
• Net Revenue to Debt Service coverage ratio	1.84	>1.25	>1.25

Outcome 3: ***Achieve and maintain a successful intergovernmental partnership.***

Indicators:	Performance:		
	FY 11-12 Actual	FY 12-13 Estimated Actual	FY 13-14 Target
• Industrial Pretreatment Program Implementation in compliance with state/federal requirements; any required corrections completed	100%	100%	100%
• Capacity Management Operations and Maintenance (CMOM) Program Development	Transitioned from wet weather planning program to CMOM program	Develop draft CMOM Program Plan	Implement Regional CMOM Program Plan
• MWMC Facilities Plan projects consistent with CIP budget and schedule	100% of initiated projects within budget and 60% (6 of 10 projects) on schedule	100% of initiated projects within budget and 62.5% (5 of 8 projects) on schedule	100% of initiated projects within budget and 50% on schedule

Outcome 4: ***Maximize reliability and useful life of regional assets and infrastructure.***

Indicators:	Performance:		
	FY 11-12 Actual	FY 12-13 Estimated Actual	FY 13-14 Target
• Preventive maintenance completed on time (best practices benchmark is 90%)	96%	95%	90%
• Preventative maintenance to corrective maintenance ratio (benchmark 4:1-6:1)	4.2:1	5:1	5:1
• Emergency maintenance required (best practices benchmark is <2% of labor hours)	0.8%	1%	<2% of labor hours

Outcome 5: ***Achieve and maintain public awareness and understanding of MWMC, the regional wastewater system, and MWMC's objectives of maintaining water quality and a sustainable environment.***

Indicators:	Performance:		
	FY 11-12 Actual	FY 12-13 Estimated Actual	FY 13-14 Target
• MWMC Annual Report	Produced	Produced	Produce
• Create and distribute e-newsletters	2 Newsletters	4 Newsletters	4 Newsletters
• Increase MWMC website traffic	---	Increased visitor traffic by 35%	Increase visitor traffic by 20%
• Organize pollution prevention campaigns	---	4 Campaigns	4 Campaigns
• Provide tours of the Water Pollution Control Facility	---	> 20 Tours	> 20 Tours
• Complete virtual tour video of Water Pollution Control Facility	---	In Progress	Complete
• Deliver presentations on new MWMC topics to community groups		3 Presentations	6 Presentations
• Interpretive Signs at Wastewater Pollution Control Facility	---	Completed	---
• Develop new MWMC Communication Plan	Completed	---	---
• Complete initial recycled water marketing efforts	Completed	---	---

Roles and Responsibilities

In order to effectively oversee and manage the RWP, the partner agencies provide all staffing and services to the MWMC. The following sections describe the roles and responsibilities of each of the partner agencies, and how intergovernmental coordination occurs on behalf of the Commission.

City of Eugene

The City of Eugene supports the RWP through representation on the MWMC, provision of operation and maintenance services, and active participation on interagency project teams and committees. Three of the seven MWMC members represent Eugene – two citizens and one City Councilor. Pursuant to the Intergovernmental Agreement (IGA), the Eugene Wastewater Division operates and maintains the Regional Water Pollution Control Facility (WPCF), the Biosolids Management Facility (BMF) and associated residuals and reclaimed water activities, along with regional wastewater pumping stations and transmission sewers. In support of the RWP, the Division also provides technical services for wastewater treatment; management of equipment replacement and infrastructure rehabilitation; biosolids treatment and recycling; industrial source control (in conjunction with Springfield staff); and regional laboratory services for wastewater and water quality analyses. These services are provided under contract with the MWMC through the regional funding of 77.40 full-time equivalent (FTE) employees.

City of Springfield

The City of Springfield supports the RWP through representation on the MWMC, provision of MWMC administration services, and active coordination of and participation on interagency project teams and committees. Two MWMC members represent Springfield – one citizen and one City Councilor. Pursuant to the IGA, the Springfield Development and Public Works Director, and the Environmental Services Manager serve as the MWMC Executive Officer and General Manager, respectively. The Environmental Services Division and Finance Department staff provide ongoing staff support to the Commission and administration of the RWP in the following areas: legal and risk management services; financial management and accounting; coordination and management of public policy; regulatory and permit compliance issues; coordination between the Commission and the governing bodies; long-range capital project planning, design, and construction management; coordination of public information, education, and citizen involvement programs; and coordination and development of regional budgets, rate proposals, and revenue projections. Springfield staff also provides local implementation of the Industrial Pretreatment Program, as well as billing coordination and customer service. These services are provided under contract with the MWMC through the regional funding of 15.01 FTE of Development and Public Works Department staff and 0.88 FTE of Finance Department staff, for a total 15.89 FTE as reflected in the FY 13-14 Budget.

Lane County

The Board of County Commissioners support the RWP through representation on the MWMC, including two MWMC members that represent Lane County – one citizen and one County Commissioner. Lane County's partnership initailly included providing support to manage the proceeds and repayment of the RWP general obligation bonds to finance the local share of the RWP facilities construction. These bonds were paid in full in 2002. The County, while not presently providing sewerage, has the authority under its charter to do so. The Urban Growth Boundary includes the two Cities (urban lands) and certain unincorporated areas surrounding the

Cities which lies entirely within the County. Federal funding policy requires sewage treatment and disposal within the Urban Growth Boundary to be provided on a unified, metropolitan basis.

Interagency Coordination

The effectiveness of the MWMC and the RWP depends on extensive coordination, especially between Springfield and Eugene staff, who provide ongoing program support. This coordination occurs in several ways. The Springfield ESD/MWMC General Manager and the Eugene Wastewater Division Director coordinate regularly to ensure adequate communication and consistent implementation of policies and practices as appropriate. The Eugene and Springfield Industrial Pretreatment Program supervisors and staff meet regularly to ensure consistent implementation of the Model Industrial Pretreatment Ordinance. Additionally, interagency project teams provide input on and coordination of ongoing MWMC administration issues and ad hoc project needs.

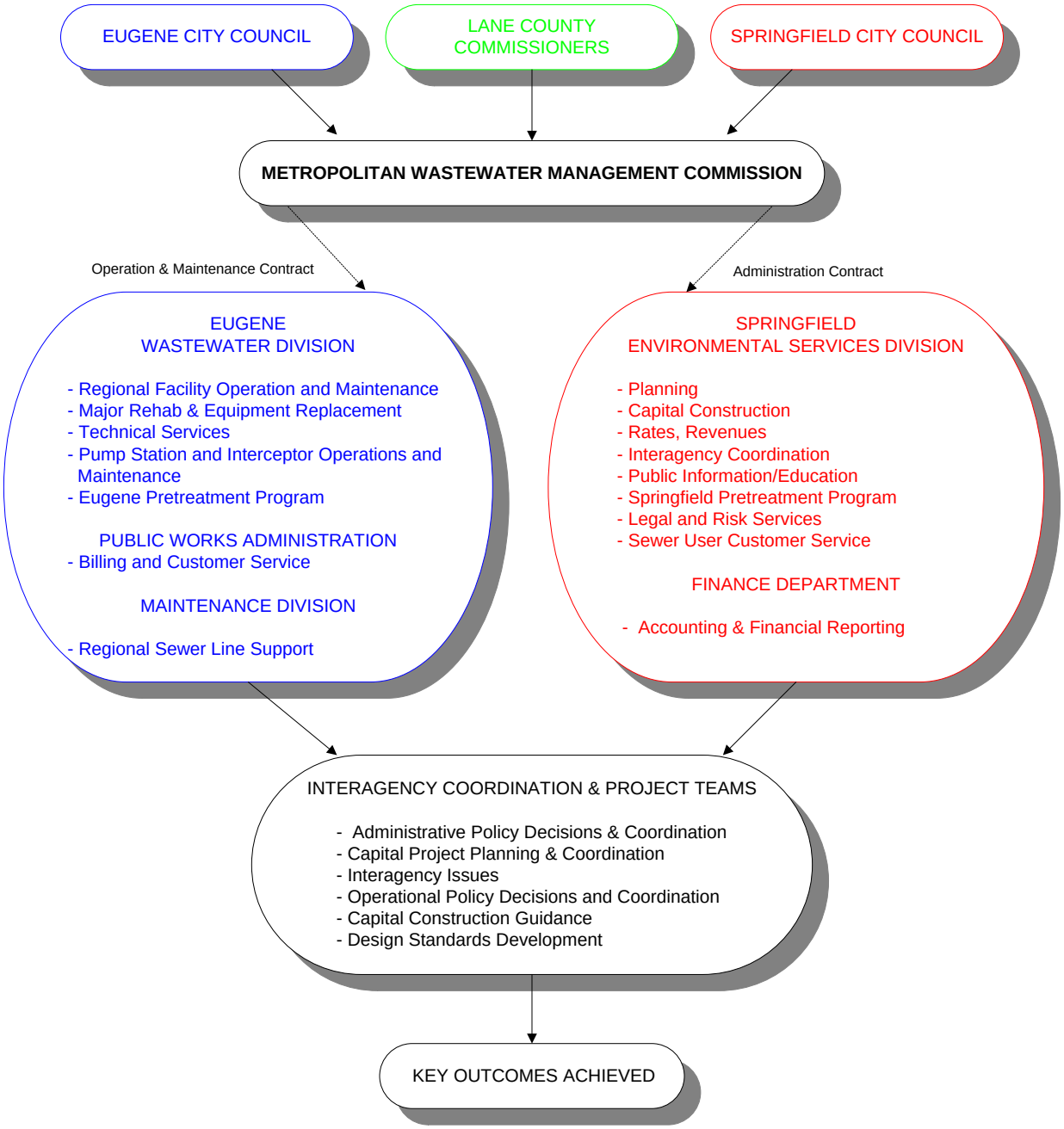
Exhibit 1 on the following page reflects the interagency coordination structure supporting the RWP. Special project teams are typically formed to manage large projects such as design and construction of new facilities. These interagency staff teams are formulated to provide appropriate expertise, operational knowledge, project management, and intergovernmental representation.

Relationship to Eugene and Springfield Local Sewer Programs

The RWP addresses only part of the overall wastewater collection and treatment facilities that serve the Eugene-Springfield metropolitan area. The Cities of Eugene and Springfield both maintain sewer programs that provide for construction and maintenance of local collection systems and pump stations, which discharge to the regional system. Sewer user fees collected by the two Cities include both local and RWP rate components.

EXHIBIT 1

REGIONAL WASTEWATER PROGRAM
INTERAGENCY COORDINATION STRUCTURE



REGIONAL WASTEWATER PROGRAM BUDGET

BUDGET AND PROGRAM SUMMARY

REGIONAL WASTEWATER PROGRAM
FY 13-14 BUDGET

The MWMC's RWP Operating Budget provides the Commission and governing bodies with an integrated view of the RWP elements. Exhibit 2 provides a summary of the overall Operating Budget. Separate Springfield and Eugene agency budgets and staffing also are presented within this budget document. Major program areas supported by Springfield and Eugene are described in the pages that follow and are summarized in Exhibit 3 on page 12. Finally, Exhibit 4 on page 13 combines revenues, expenditures, and reserves to illustrate how funding for all aspects of the RWP is provided. It should also be noted that the "Amended Budget FY 12-13" column in all budget tables represents the updated FY 12-13 RWP budget as of February 13, 2013, which reconciled actual beginning balances at July 1, 2012, and approved budget transfers and supplemental requests.

EXHIBIT 2

REGIONAL OPERATING BUDGET SUMMARY:
INCLUDING RESERVE CONTRIBUTIONS

	ADOPTED BUDGET FY 12-13	AMENDED BUDGET FY 12-13	PROPOSED BUDGET FY 13-14	CHANGE **(1)** INCR/(DECR)	
Full-Time Equivalent Staffing Level	93.08	93.08	93.29	0.21	0.2%
Personnel Services **(2)**	$9,368,992	$9,368,283	$9,548,513	$179,521	1.9%
Materials & Services **(2)**	6,763,895	6,772,135	6,751,952	(11,943)	-0.2%
Capital Outlay **(2, 3)**	47,828	47,828	52,328	4,500	9%
Equip Replacement Contr **(4)**	843,339	843,339	500,000	(343,339)	-40.7%
Capital Reserve Contr **(5)**	6,000,000	6,000,000	6,000,000	0	0%
Working Capital Reserve **(6)**	900,000	900,000	900,000	0	0%
Rate Stability Reserve Contr **(7)**	2,000,000	2,000,000	2,000,000	0	0%
Operating Reserve **(8)**	1,643,161	2,245,518	2,131,836	488,675	30%
Debt Service Contr **(9)**	7,646,615	7,646,615	7,669,969	23,354	0%
Rate Stabilization Reserve Contr **(10)**	0	0	0	0	NA
SRF Loan Reserve **(11)**	641,891	641,891	643,078	1,187	NA
Revenue Bond Reserve Contr **(12)**	0	0	4,100,000	4,100,000	NA
Budget Summary	**$35,855,721**	**$36,465,609**	**$40,297,676**	**$4,441,955**	**12.4%**

Notes:

1. The Change column and Percent Change column compare the proposed FY 13-14 Budget with the originally Adopted FY 12-13 Budget column.
2. Personnel Services, Materials and Services, and Capital Outlay budget amounts represent combined Springfield and Eugene Operating Budgets that support the RWP.
3. Capital Outlay does not include CIP, Equipment Replacement, Major Capital Outlay, or Major Rehabilitation, which are capital programs.

4. The Equipment Replacement Contribution is a budgeted transfer of operating revenues to "sinking funds" (reserves) for scheduled future replacement of major equipment, vehicles, and computers. See table on page 22 for year-end balance.
5. The Capital Reserve Contribution is a budgeted transfer of operating revenues to "sinking funds" (reserves). Capital is passed through the Springfield Administration Budget. See table on page 24 for year-end balance.
6. The Working Capital Reserve acts as a revolving account which is drawn down and replenished on a monthly basis to fund Eugene's and Springfield's cash flow needs.
7. The Rate Stability Reserve is used to set aside revenues available at year-end after the budgeted Operating Reserve target is met. Internal policy has established a level of $2 million for the Rate Stability Reserve. See Exhibit 7 on page 21 for year-end balance.
8. The Operating Reserve is used to account for the accumulated operating revenues net of operations expenditures. The Commission has adopted a policy of maintaining an Operating Reserve balance of a minimum 10% of the adopted Operating Budget. This targeted level of funding provides for contingency funds in the event unanticipated expenses or revenue shortfalls occur during the budget year.
9. The Debt Service line item is the sum of annual interest and principal payments on the Revenue Bonds and Clean Water State Revolving Fund (SRF) loans made from the Operating Budget (derived from user rates). The total amount of Debt Service budgeted in FY 13-14 is $7,669,969, the balance of which is budgeted from SDCs.
10. The Rate Stabilization Reserve was established at $2 million as a result of the 2006 MWMC Revenue Bond Declaration and Covenants. It holds funds that are available if needed, to ensure Debt Service payments can be made.
11. The Clean Water SRF loan reserve is budgeted as required per loan agreements.
12. The Revenue Bond Reserves budgeted at $8.1 million, includes $4 million established to cover the 2006 bond, and $4.1 million established to cover the 2008 bond.

EXHIBIT 3

REGIONAL WASTEWATER PROGRAM OPERATING BUDGET
LINE ITEM SUMMARY BY PROGRAM AREA

	ACTUAL FY 11-12	ADOPTED BUDGET FY 12-13	AMENDED BUDGET FY 12-13	PROPOSED BUDGET FY 13-14	CHANGE INCR/(DECR)	
SPRINGFIELD						
MWMC ADMINISTRATION						
Personnel Services	$1,143,810	$1,273,298	$1,275,685	$1,278,956	$5,658	0.4%
Materials & Services	1,261,476	1,898,216	1,906,456	1,812,885	(85,331)	-4.5%
Capital Outlay	0	0	0	0	0	--
TOTAL	**$2,405,286**	**$3,171,514**	**$3,182,141**	**$3,091,841**	**($79,673)**	**-2.5%**
INDUSTRIAL PRETREATMENT						
Personnel Services	$290,775	$278,684	$275,588	$314,595	$35,911	12.9%
Materials & Services	81,630	106,706	106,706	113,124	6,418	6.0%
Capital Outlay	0	0	0	0	0	--
TOTAL	**$372,405**	**$385,390**	**$382,294**	**$427,719**	**$42,329**	**11.0%**
ACCOUNTING						
Personnel Services	$79,313	$84,116	$84,116	$90,068	$5,952	7.1%
Materials & Services	7,677	29,938	29,938	27,134	(2,804)	-9.4%
Capital Outlay	0	0	0	0	0	--
TOTAL	**$86,990**	**$114,054**	**$114,054**	**$117,202**	**$3,148**	**2.8%**
TOTAL SPRINGFIELD						
Personnel Services	$1,513,898	$1,636,098	$1,635,389	$1,683,619	$47,521	2.9%
Materials & Services	1,350,783	2,034,860	2,043,100	1,953,143	(81,717)	-4.0%
Capital Outlay	0	0	0	0	0	--
TOTAL	**$2,864,681**	**$3,670,958**	**$3,678,489**	**$3,636,762**	**($34,196)**	**-0.9%**
EUGENE						
ADMINISTRATIVE SERVICES						
Personnel Services	$1,301,558	$1,628,538	$1,628,538	$1,716,706	88,168	5.4%
Materials & Services	$508,561	639,436	$639,436	713,441	74,005	11.6%
Capital Outlay	0	0	0	0	0	--
TOTAL	**$1,810,119**	**$2,267,974**	**$2,267,974**	**$2,430,147**	**$162,173**	**7.2%**
BIOSOLIDS MANAGEMENT						
Personnel Services	$1,081,182	$1,199,626	$1,199,626	$1,223,763	$24,137	2.0%
Materials & Services	794,826	1,025,841	1,025,841	1,038,476	12,635	1.2%
Capital Outlay	0	0	0	0	0	--
TOTAL	**$1,876,008**	**$2,225,467**	**$2,225,467**	**$2,262,239**	**$36,772**	**1.7%**
INDUSTRIAL SOURCE CONTROL						
Personnel Services	$500,059	$528,352	$528,352	$525,342	($3,010)	-0.6%
Materials & Services	97,181	116,625	116,625	143,154	26,529	22.7%
Capital Outlay	0	0	0	0	0	--
TOTAL	**$597,239**	**$644,977**	**$644,977**	**$668,496**	**$23,519**	**3.6%**
TREATMENT PLANT						
Personnel Services	$3,834,658	$4,055,280	$4,055,280	$4,053,381	($1,899)	0.0%
Materials & Services	2,092,049	2,623,007	2,623,007	2,481,070	(141,937)	-5.4%
Capital Outlay	2,603	47,828	47,828	52,328	4,500	9.4%
TOTAL	**$6,175,710**	**$6,726,115**	**$6,726,115**	**$6,586,779**	**($139,336)**	**-2.1%**
REGIONAL PUMP STATIONS						
Personnel Services	$71,988	$154,828	$154,828	$176,983	$22,155	14.3%
Materials & Services	283,962	264,441	264,441	354,783	90,342	34.2%
Capital Outlay	0	0	0	0	0	--
TOTAL	**$355,241**	**$419,269**	**$419,269**	**$531,766**	**$112,497**	**26.8%**
BENEFICIAL REUSE SITE						
Personnel Services	$130,713	$166,270	$166,270	$168,719	$2,449	1.5%
Materials & Services	54,760	59,685	59,685	67,885	8,200	13.7%
Capital Outlay	0	0	0	0	0	--
TOTAL	**$185,473**	**$225,955**	**$225,955**	**$236,604**	**$10,649**	**4.7%**
TOTAL EUGENE						
Personnel Services	$6,920,157	$7,732,894	$7,732,894	$7,864,894	$132,000	1.7%
Materials & Services	3,831,338	4,729,035	4,729,035	4,798,809	69,774	1.5%
Capital Outlay	2,603	47,828	47,828	52,328	4,500	9.4%
TOTAL	**$10,754,098**	**$12,509,757**	**$12,509,757**	**$12,716,031**	**$206,274**	**1.6%**
TOTAL REGIONAL BUDGET		**$16,180,715**		**$16,352,793**	**$172,078**	**1.1%**

EXHIBIT 4

REGIONAL WASTEWATER PROGRAM

BUDGET SUMMARY AND COMPARISON

	ADOPTED BUDGET FY 12-13	AMENDED BUDGET FY 12-13	PROPOSED BUDGET FY 13-14	CHANGE * INC(DECR)
OPERATING BUDGET				
Administration	$3,663,458	$3,670,989	$3,631,762	($31,696)
Operations	12,509,757	12,509,757	12,716,031	206,274
Capital Contribution	6,000,000	6,000,000	6,000,000	0
Equip Repl - Contribution	843,339	843,339	500,000	(343,339)
Operating & Revenue Bond Reserves	11,285,052	11,987,409	11,874,914	589,862
Debt Service	7,646,615	7,646,615	7,669,969	23,354
Total Operating Budget	**$41,948,221**	**$42,658,109**	**$42,392,676**	**$444,455**
Funding:				
Beginning Balance	$8,227,397	$8,937,285	$12,369,756	$4,142,358
User Fees	27,890,600	27,890,600	28,270,000	379,400
Other	5,830,224	5,830,224	1,752,920	(4,077,304)
Total Operating Budget Funding	**$41,948,221**	**$42,658,109**	**$42,392,676**	**$444,454**
CAPITAL PROGRAM BUDGET				
MWMC 2010 Facility Plan Update	$80,571	$101,556	$0	NA
Wet Weather Planning / CMOM	251,610	337,755	184,740	(66,870)
Facility Plan Engineering Services	70,000	121,301	70,000	0
Odorous Air Treatment 1	0	20,644	0	NA
Odorous Air Treatment 2	230,000	461,755	0	NA
Influent PS/Willakenzie PS/Headworks	222,000	316,256	306,256	84,256
Primary Sludge Thickening	1,084,729	1,540,320	30,320	(1,054,409)
Parallel Primary/Secondary Treatment	1,213,687	1,499,510	0	NA
Sodium Hypochlorite Conversion	3,206,955	3,421,666	2,960,666	(246,289)
Tertiary Filtration 1	2,427,300	2,429,344	500,000	(1,927,300)
Effluent Reuse 1	2,612,908	2,547,913	0	NA
Effluent Reuse 2	5,146,367	5,146,367	0	NA
Thermal Load Pre-Implementation	0	0	700,000	NA
Thermal Load Implementation 1	0	0	700,000	NA
Digestion Capacity Increase	441,669	430,672	0	NA
Biosolids Force Main Rehab	1,350,000	1,499,636	1,373,000	23,000
Line Biosolids Lagoons 4	3,250,000	3,292,129	2,132,000	(1,118,000)
Tertiary Filtration Phase 2	0	0	3,000,000	NA
WPCF Lagoon Remove/Decommission	0	0	1,500,000	NA
Millrace Sponsorship	200,000	200,000	0	NA
Cedar Creek Sponsorship	250,000	250,000	0	NA
Eugene:				
Equipment Replacement Purchases	229,767	295,002	542,181	312,414
Major Rehab	396,540	481,540	497,351	100,811
Major Capital Outlay	1,360,000	1,634,360	0	NA
Total Capital Projects	**$24,024,103**	**$26,027,726**	**$14,496,514**	**($9,527,589)**
Funding:				
Equipment Replacement	229,767	295,002	542,181	312,414
Capital Bond Fund	14,904,846	16,328,955	10,469,756	(4,435,090)
Capital Reserve	8,889,490	9,403,769	3,484,577	(5,404,913)
Total Capital Projects Funding	**$24,024,103**	**$26,027,726**	**$14,496,514**	**($9,527,589)**

Note: * The Change (Increase/Decrease) column compares the proposed FY 13-14 budget to the originally adopted FY 12-13 budget column.

OPERATING BUDGET AND RATE HISTORY

The graphs on pages 15 and 16 show the Regional Residential Sanitary Sewer costs over a 5-year period, and a 5-year Regional Operating Budget Comparison. Because the Equipment Replacement and Major Infrastructure Rehabilitation programs are managed in the Eugene Operating Budget, based on the size, type and budget amount of the project these programs are incorporated into either the 5-year Regional Operating Budget Comparison graph or the 5-Year Capital Programs graph on page 16. The Regional Wastewater Capital Improvement Programs graph on page 16 shows the expenditures over the recent five years in the MWMC's Capital Program and including Asset Management projects. A list of capital projects is located in Exhibit 13 on page 45.

As shown on the Regional Residential Sanitary Sewer Rate graph on page 15, regional sewer user charges have incrementally increased to meet the revenue requirements necessary to fund facility improvements as indentified in the 2004 MWMC Facilities Plan. This Plan demonstrated the need for a significant capital investment in new and expanded facilities to meet environmental performance requirements and capacity to serve the community through 2025. Although a portion of these capital improvements can be funded through system development charges (SDCs), much of the funding for approximately $196 million (in 2006 dollars) in capital improvements over the 20-year period will come from user charges. Since 2004, this has become the major driver of the MWMC's need to increase sewer user rates on an annual basis.

In FY 08-09, there was an 11% user rate increase over FY 07-08 rates applied uniformly across all user classes. This rate increase provided adequate revenue to meet current bond covenants and meet requirements to issue $50.7 million in bonds in FY 08-09. Additionally, in October of 2008, the Commission adopted an interim user rate increase of 7% due to the closure of Hynix Semiconductor. This increase was necessary to issue new revenue bonds and maintain bond covenants for existing bonds. The typical residential monthly wastewater bill (based on 5,000 gallons of usage) increased an additional $1.10 per month and went into effect on December 1, 2008.

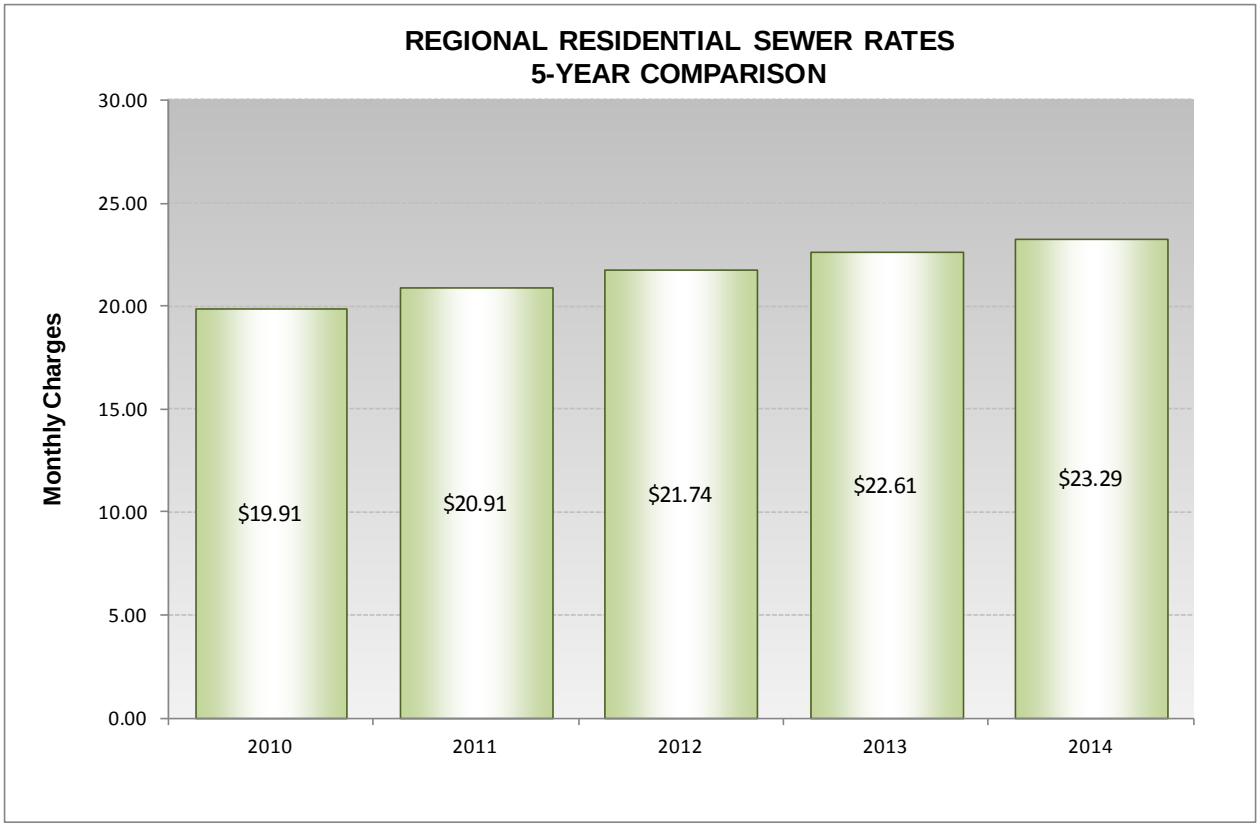
In FY 09-10, there was an 18% user rate increase over FY 08-09 rates applied uniformly across all user classes. This rate provided for Operations, Administration, Capital programs, reserves and debt service to be funded at sufficient levels to meet FY 09-10 requirements. It met the capital and operating requirements, the Commission's Financial Plan policies, and covenants associated with the MWMC's 2006 and 2008 revenue bonds.

In FY 10-11, there was a 5% user rate increase over the FY 09-10 rates providing for Operations, Administration, Capital programs, reserves and debt service to be funded at sufficient levels to meet FY 10-11 requirements.

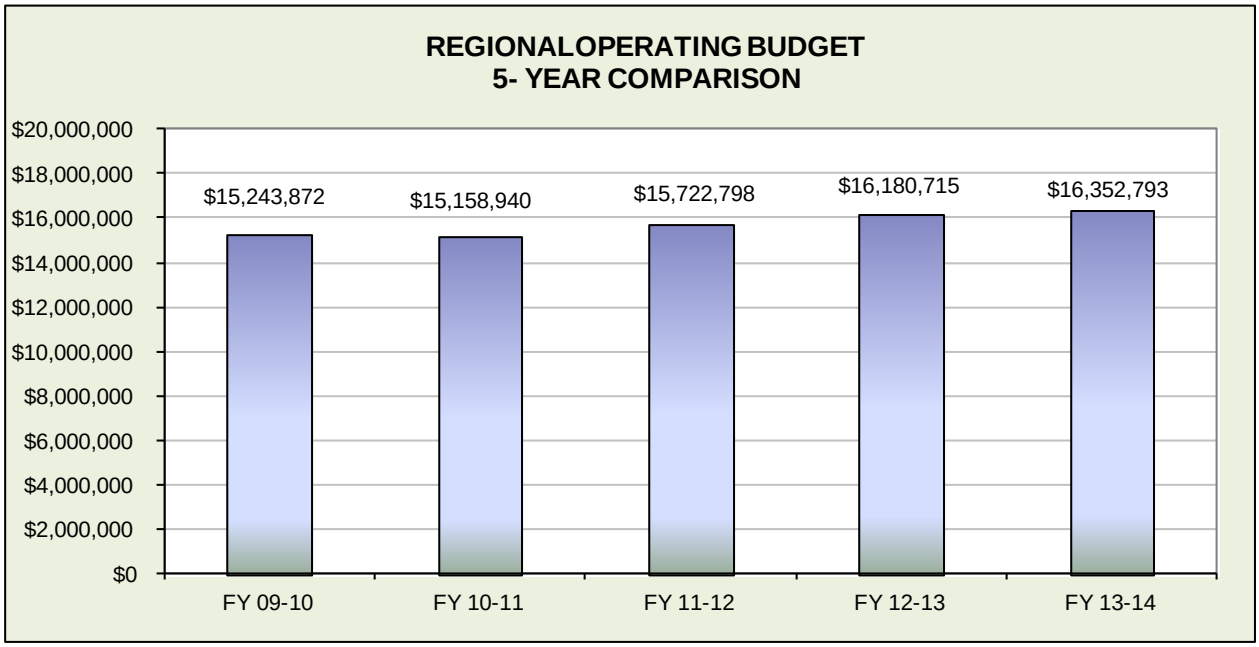
In FY 11-12 and FY 12-13 there was a 4% user rate increase each year, over the prior year rates providing for Operations, Administration, Capital programs, reserves, debt service, and debt coverage requirements to be funded at sufficient levels to meet annual requirements.

The FY 13-14 budget is based on a 3% user rate increase over the FY 12-13 rates. This increase will continue to provide for Operations, Administration, Capital programs, reserves and debt service, continuing to meet capital and operating requirements, and supporting the Commission's Financial Plan policies and covenants associated with the MWMC's 2006 and 2008 revenue bonds, as well as financially positioning for a future $20 million bond sale.

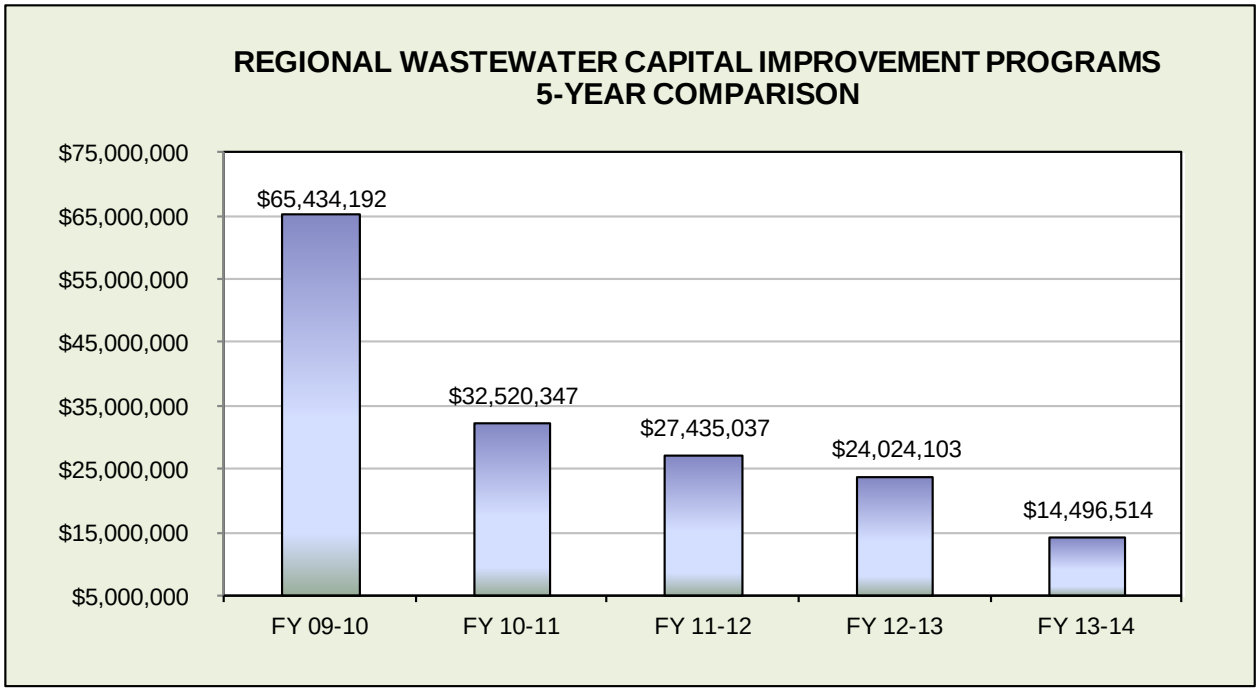
The chart below displays the regional component of a residential monthly bill when applying the base and flow rates to 5,000 gallons of wastewater treated.



The graph below displays the Regional Operating Budget amounts for the recent 5-year period.



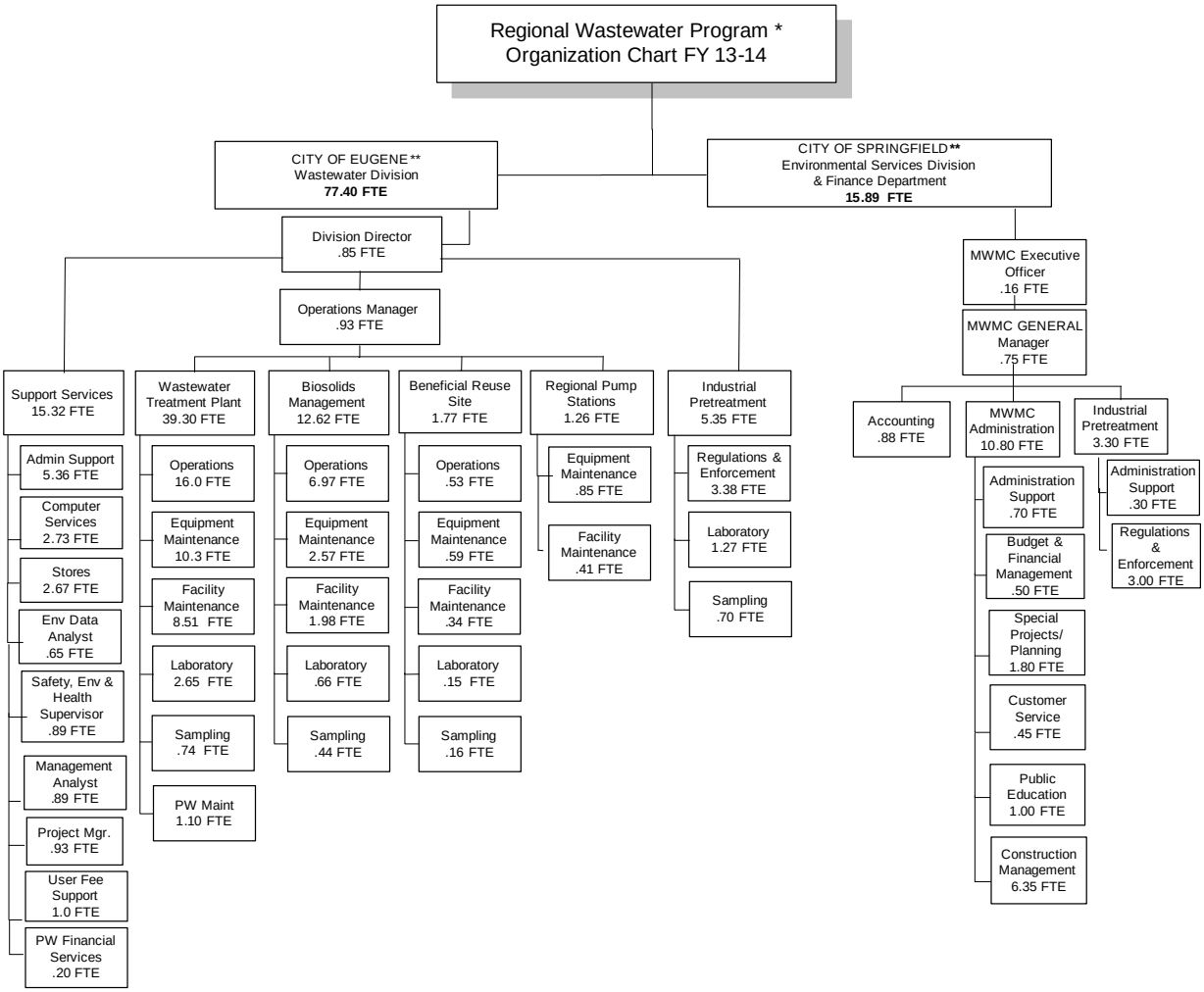
The graph below displays the Regional Wastewater Capital Improvement Program Budget amounts for the recent 5-year period.



REGIONAL WASTEWATER PROGRAM BUDGET

STAFFING

EXHIBIT 5



Notes:

* Full-Time Equivalent (FTE) figures represent portions of Eugene and Springfield staff funded by regional wastewater funds.

** The chart represents groups of staff dedicated to program areas rather than specific positions.

EXHIBIT 6

REGIONAL WASTEWATER PROGRAM
POSITION SUMMARY

CLASSIFICATION	BUDGET FY 11-12	BUDGET FY 12-13	BUDGET FY 13-14	FTE CHANGE
SPRINGFIELD ENVIRONMENTAL SERVICES & FINANCE				
Development and Public Works Director	0.05	0.05	0.08	0.03
Development and Public Works Deputy Director	0.00	0.00	0.08	0.08
ESD Manager/MWMC General Manager	0.75	0.75	0.75	-
ESD/MWMC Assistant Manager	0.70	0.70	0.00	(0.70)
Enviromental Services Program Manager	0.95	0.55	0.55	-
Environmental Services Supervisor	0.50	0.00	0.00	-
Managing Civil Engineer	2.00	2.00	2.00	-
Civil Engineer/Design & Construction Coordinator	3.00	3.00	3.00	-
Construction Inspector II	1.00	1.00	1.00	-
Environmental Management Analyst	0.90	0.90	0.90	-
Senior Finance Analyst	0.00	0.50	0.50	-
Public Information & Education Specialist	0.65	0.65	0.50	(0.15)
Public Information & Education Specialist	0.00	0.00	0.50	0.50
Engineering Assistant	2.05	1.60	1.60	-
Secretary	0.80	0.80	0.80	-
Clerk III	0.25	0.25	0.25	-
Accountant	0.80	0.80	0.80	-
Accounting Supervisor	0.08	0.08	0.08	-
Accounting Director	0.00	0.00	0.00	-
Environmental Services Program Coordinator	1.00	1.00	1.00	-
Environmental Services Technician II	1.20	1.20	1.00	(0.20)
Environmental Services Technician I	0.00	0.00	0.50	0.50
TOTAL SPRINGFIELD	**16.68**	**15.83**	**15.89**	**0.06**

Note: Springfield's Industrial Pretreatment Program staffing of 3.30 full-time equivalents (FTE) is incorporated into the position summary because the Industrial Pretreatment Programs are funded through the Regional Wastewater Program (RWP).

EXHIBIT 6 (Continued)

REGIONAL WASTEWATER PROGRAM
POSITION SUMMARY

CLASSIFICATION	BUDGET FY 11-12	BUDGET FY 12-13	BUDGET FY 13-14	FTE CHANGE
EUGENE WASTEWATER DIVISION & OTHER PW				
Administrative Specialist	1.78	1.78	1.78	-
Administrative Specialist, Sr	0.95	0.95	0.95	-
Application Support Technician	0.95	0.95	0.95	-
Application Systems Analyst	1.78	1.78	1.78	-
Custodian	1.00	1.00	1.00	-
Finance & Admin Manager	0.89	0.89	0.89	-
Electrician 1	1.00	0.70	1.28	0.58
Engineering Associate	0.35	0.35	0.35	-
Maintenance Worker	10.39	11.34	12.29	0.95
Management Analyst	3.36	3.36	4.25	0.89
Office Supervisor, Sr	0.89	0.89	0.89	-
Parts and Supply Specialist	1.78	1.78	1.78	-
PW Financial Services Manager	0.20	0.20	0.20	-
Utility Billing Coordinator	1.00	1.00	1.00	-
Wastewater Lab Assistant	0.82	0.82	0.82	-
Wastewater Division Director	0.85	0.85	0.85	-
Wastewater Instrument Electrician	3.88	3.58	3.00	(0.58)
Wastewater Plant Operations Manager	0.93	0.93	0.93	-
Wastewater Operations Supervisor	2.89	2.89	2.00	(0.89)
Wastewater Plant Maintenance Supervisor	2.88	2.88	2.88	-
Wastewater Pretreatment & Lab Supervisor	0.82	0.82	0.82	-
Wastewater Technician	36.91	37.51	36.71	(0.80)
TOTAL EUGENE	**76.30**	**77.25**	**77.40**	**0.15**
GRAND TOTAL	**92.98**	**93.08**	**93.29**	**0.21**

REGIONAL WASTEWATER PROGRAM BUDGET

RESERVES

REGIONAL WASTEWATER PROGRAM RESERVES

The RWP maintains reserve funds for dedicated purpose to sustain stable rates while fully funding operating and capital needs. Commission policies and guidance, which direct the amount of reserves appropriated on an annual basis, are found in the 2005 MWMC Financial Plan. Further details on the FY 13-14 reserves are provided below.

OPERATING RESERVES

The MWMC Operating Budget includes seven separate reserves: the Working Capital Reserve, Rate Stability Reserve, Rate Stabilization Reserve, Revenue Bond Reserve, State Revolving Fund (SRF) Reserve, Insurance Reserve and the Operating Reserve. Revenues are appropriated across the reserves in accordance with Commission policy and expenditure needs. Each reserve is explained in detail below.

WORKING CAPITAL RESERVE

The Working Capital Reserve acts as a revolving account that is drawn down and replenished on a monthly basis to provide funds for payment of Springfield Administration and Eugene Operations costs prior to the receipt of user fees from the Springfield Utility Board and Eugene Water and Electric Board. The Working Capital Reserve is set at $900,000 for FY 13-14, $200,000 of which is dedicated to Administration and $700,000 is dedicated to Operations.

RATE STABILITY RESERVE

The Rate Stability Reserve was established to implement the Commission's objective of maintaining stable rates. It is intended to hold revenues in excess of the current year's operating and capital requirements for use in future years, in order to avoid "rate spikes." The amount budgeted on an annual basis has been set at $2,000,000, with any additional net revenues being transferred to the capital reserve for future projects.

RATE STABILIZATION RESERVE

The Rate Stabilization Reserve contains funds to be used at any point in the future when net revenues are insufficient to meet the bond covenant coverage requirement. The Commission shall maintain the Rate Stabilization account as long as bonds are outstanding. In FY 13-14 no additional contribution to this reserve is budgeted and the balance at June 30, 2014, will remain at $2,000,000.

REVENUE BOND RESERVE

The Bond Reserve was created to provide assurances to the bond holders that adequate revenue coverage will be provided for future debt service payments. To meet reserve requirements of the

2006 bond issuance the Bond Reserve is budgeted at $4,100,000 for FY13-14, and is held in the operating fund, as it was funded with user fees. The Bond Reserve from the 2008 issuance is held in the capital funds.

CLEAN WATER STATE REVOVLING FUND (SRF) RESERVE

The Clean Water SRF Reserve was established to meet revenue coverage requirements for SRF loans. The SRF Reserve is set at $643,078 for FY 13-14.

INSURANCE RESERVE

The Insurance Reserve was established to set-aside funds equivalent to the insurance deductible amount for property and liability insurance coverage, for general losses per occurrence. The Insurance Reserve is set at $100,000 for FY 13-14.

OPERATING RESERVE

The Operating Reserve is used to account for accumulated operating revenues net of operating expenditures (including other reserves). The Commission's adopted policy is to budget the Operating Reserve at approximately 10% of the adopted operating budget. For FY 13-14, the Operating Reserve is budgeted at $2,131,836, which includes the 10% of total Personal Services, Materials and Services, and Capital Outlay in accordance with Commission policy.

EXHIBIT 7

OPERATING RESERVES	ADOPTED BUDGET FY 12-13	AMENDED BUDGET FY 12-13	PROPOSED BUDGET FY 13-14
Beginning Balance	8,227,397	8,937,285	12,369,756
User Fee Revenue	27,705,600	27,705,600	28,100,000
Septage Revenue	185,000	185,000	170,000
Other Revenue	1,693,700	1,693,700	1,713,400
Interest	20,000	20,000	22,000
Transfer from Bond Capital Fund	4,100,000	4,100,000	0
Transfer from Reimbursement SDCs	16,524	16,524	17,520
Personal Services	(9,368,992)	(9,368,283)	(9,548,513)
Materials & Services	(6,756,395)	(6,764,635)	(6,746,952)
Capital Outlay	(47,828)	(47,828)	(52,328)
Interfund Transfers	(6,843,339)	(6,843,339)	(6,500,000)
Transfer to Bond Debt Service Fund	(6,510,025)	(6,510,025)	(6,311,426)
Debt Service - SRF Loan	(1,136,590)	(1,136,590)	(1,358,543)
WORKING CAPITAL	(900,000)	(900,000)	(900,000)
INSURANCE RESERVE	0	(100,000)	(100,000)
SRF LOAN RESERVE	(641,891)	(641,891)	(643,078)
RATE STABILITY RESERVE	(2,000,000)	(2,000,000)	(2,000,000)
RATE STABILIZATION RESERVE	(2,000,000)	(2,000,000)	(2,000,000)
BOND RESERVE - REVENUE 06	(4,100,000)	(4,100,000)	(4,100,000)
Operating Reserve	**$1,643,161**	**$2,245,518**	**$2,131,836**

CAPITAL RESERVES

The MWMC Capital Budget includes five reserves: the Equipment Replacement Reserve, SDC Reimbursement Reserves, SDC Improvement Reserves, the Capital Reserve and the Bond Reserve. These reserves accumulate revenue to help fund capital projects including equipment replacement and major rehabilitation. They are funded by annual contributions from user rates, SDCs, bond proceeds, and SRF loans. Each reserve is explained in detail below.

EQUIPMENT REPLACEMENT RESERVE

The Equipment Replacement Reserve accumulates replacement funding for three types of equipment: 1) major/stationary equipment items costing less than $200,000 with useful lives of 20 years or less; 2) fleet vehicles maintained by the Eugene Wastewater Division; and 3) computers that serve the Eugene Wastewater Division. Contributions to the Equipment Replacement Reserve in the FY 13-14 budget total $500,000, additional budget details are provided below.

The Equipment Replacement Reserve is intended to accumulate funds necessary to provide for the timely replacement or rehabilitation of equipment, and may also be borrowed against to provide short-term financing of capital improvements. An annual analysis is performed on the Equipment Replacement Reserve. The annual contribution is set so that all projected replacements will be funded over a 20-year period and at the end of the 20-year period, the reserve will contain replacement funds for all equipment projected to be in use at that time. Estimates used in the analysis include interest earnings, inflation rates and useful lives for the equipment.

EQUIPMENT REPLACEMENT RESERVE	ADOPTED BUDGET FY 12-13	AMENDED BUDGET FY 12-13	PROPOSED BUDGET FY 13-14
Beginning Balance	10,355,297	10,493,333	11,110,287
Annual Equipment Contribution	549,961	549,961	500,000
Annual Vehicle Contribution	264,705	264,705	0
Annual Computer Contribution	28,673	28,673	0
Interest	35,000	35,000	40,000
Equipment Purchases	(229,767)	(295,002)	(542,181)
Equipment Replacement Reserve	**$11,003,869**	**$11,076,670**	**$11,108,106**

SYSTEM DEVELOPMENT CHARGE (SDC) RESERVES

SDCs are required as part of the MWMC IGA. They are connection fees charged to new users to recover the costs related to system capacity, and are limited to funding Capital Programs. The purpose of the SDC Reserves is to collect and account for SDC revenues separately from other revenue sources, in accordance with Oregon statutes. The Commission's SDC structure includes a combination of "Reimbursement" and "Improvement" fee components. Estimated SDC revenues for FY 13-14 are approximately $652,000. Budgeted expenditures include $1,400,000

from Improvement Fees to fund portions of the annual debt service payments on the 2006 and 2008 revenue bonds. The projected beginning SDC Reserve balance on July 1, 2013 is $1,806,420.

REIMBURSEMENT SDC RESERVE	ADOPTED BUDGET FY 12-13	AMENDED BUDGET FY 12-13	PROPOSED BUDGET FY 13-14
Beginning Balance	102,520	159,992	197,068
Reimbursement SDCs Collected	50,600	50,600	51,000
Interest	3,000	3,000	3,000
SDC Compliance Charge	2,000	2,000	2,000
Xfr to Debt Service (Fund 312)	0	0	0
Xfr to Debt Service (Fund 612)	(16,524)	(16,524)	(17,520)
Materials & Services	(4,000)	(4,000)	(2,000)
Reimbursement SDC Reserve	**$137,596**	**$195,068**	**$233,548**

IMPROVEMENT SDC RESERVE	ADOPTED BUDGET FY 12-13	AMENDED BUDGET FY 12-13	PROPOSED BUDGET FY 13-14
Beginning Balance	1,596,074	2,206,652	1,609,352
Improvement SDCs Collected	600,900	600,900	601,000
Interest	5,000	5,000	5,000
Materials & Services	(3,500)	(3,500)	(3,000)
Xfr to Debt Service (Fund 312)	(1,200,000)	(1,200,000)	(1,400,000)
Improvement SDC Reserve	**$998,474**	**$1,609,052**	**$812,352**

CAPITAL RESERVE

The Capital Reserve accumulates funds transferred from the Operating Reserve for the purpose of funding the CIP, Major Capital Outlay and Major Rehabilitation Program costs. The intent is to collect sufficient funds over time to construct a portion of planned capital projects with cash in an appropriate balance with projects that are funded with debt financing. The FY 13-14 Budget includes a contribution from the Operating Reserve of $6,000,000. The beginning balance on July 1, 2013, is projected to be $67,886,101. Additional budget detail on the CIP, Major Capital Outlay and Major Rehabilitation Program reserves is provided below.

REVENUE BOND RESERVE

The Bond Reserve was created to provide assurances to the bond holders that adequate revenue coverage will be provided for future debt service payments. For FY 13-14 the Bond Reserve is budgeted at $4,000,000 in order to meet reserve requirements of the 2008 bond issuance. The Bond Reserve from the 2006 issuance is held in the operating funds.

CAPITAL RESERVES	ADOPTED BUDGET FY 12-13	AMENDED BUDGET FY 12-13	PROPOSED BUDGET FY 13-14	
Beginning Balance	67,756,950	68,255,801	67,886,101	
Transfer from Operating Reserve	6,000,000	6,000,000	6,000,000	
Interest	50,000	50,000	60,000	
Interest Income (Revenue Bond Proceeds)	100,000	100,000	115,000	
Revenue Bond Sale & SRF Proceeds	1,243,824	1,243,824	317,500	
Transfer to Operating Reserve	(4,100,000)	(4,100,000)	0	
Funding For Capital Improvement Projects	(22,037,796)	(23,616,824)	(13,456,982)	*
Funding For Major Rehabilitation	(396,540)	(481,540)	(497,351)	
Funding For Major Capital Outlay	(1,360,000)	(1,634,360)	0	
Revenue Bond Reserve	(4,000,000)	(4,000,000)	(4,000,000)	
Capital Reserve	**$43,256,438**	**$41,816,901**	**$56,424,268**	

* Includes $450,000 in sponsorship contributions

REGIONAL WASTEWATER PROGRAM BUDGET

APPENDICES

REGIONAL WASTEWATER PROGRAM BUDGET

APPENDIX A

SPRINGFIELD PROGRAM DETAIL

CITY OF SPRINGFIELD
REGIONAL WASTEWATER PROGRAM RESPONSIBILITIES

The City of Springfield manages administration services for the RWP under the Intergovernmental Agreement for the Metropolitan Wastewater Management Commission (MWMC). The programs maintained by Springfield to support the RWP are summarized below and are followed by Springfield's regional wastewater budget summaries. Activities, and therefore program budgets, for the MWMC administration vary from year to year depending upon the major construction projects and special initiatives underway. A list of the capital projects Springfield staff will support in FY 13-14 is provided in Exhibit 12 on page 40.

Program Responsibilities
- Administration & Management
- Financial Planning & Management
- Long-Range Capital Project Planning
- Project and Construction Management
- Coordination between the Commission and governing bodies
- Coordination and Management of:
  - Risk Management & Legal Services
  - Public Policy Issues
  - Regulatory and Permit Compliance Issues
- Public Information, Education and Outreach
- Industrial Pretreatment Source Control
- Customer Service

MWMC ADMINISTRATION

The Springfield Environmental Services Division (ESD) and Finance Department provide ongoing support and management services for the MWMC. The Development and Public Works (DPW) Director serves as the MWMC Executive Officer. The Environmental Services Manager serves as the General Manager. Springfield provides the following administration functions: financial planning management, accounting and financial reporting; risk management and legal services; coordination and management of public policy; coordination and management of regulatory and permit compliance issues; coordination between the Commission and the governing bodies; long-range capital project planning and construction management; coordination of public information, education, and citizen involvement programs; sewer user customer service; and coordination and development of regional budgets, rate proposals, and revenue projections.

INDUSTRIAL PRETREATMENT (SOURCE CONTROL) PROGRAM

The Industrial Pretreatment Program is a regional activity implemented jointly by the Cities of Eugene and Springfield. The Industrial Pretreatment section of the ESD is charged with administering the program for the regulation and oversight of wastewater discharged to the sanitary collection system by industries in Springfield. This section is responsible for ensuring that these wastes do not damage the collection system, interfere with wastewater treatment processes, result in the pass-through of harmful pollutants to treated effluent or biosolids, or threaten worker health or safety.

This responsibility is fulfilled, in part, by the use of a permit system for industrial dischargers. This permit system, common to both Eugene and Springfield, implements necessary limitations on waste characteristics and establishes inspection, monitoring, and reporting requirements for documenting waste quality and quantity controls. The Industrial Pretreatment section is also responsible for locating new industrial discharges in Springfield and evaluating the impact of those discharges on the regional WPCF. As of February 2013, there were 20 significant industrial users under permit in Springfield. The Industrial Pretreatment Program also addresses the wastewater discharges of some commercial/industrial businesses through the development

and implementation of Pollution Management Practices. Pretreatment program staff also coordinates pollution prevention activities in cooperation with the Pollution Prevention Coalition of Lane County.

ACCOUNTING AND FINANCIAL REPORTING

Accounting and financial reporting services for the RWP are provided by the Accounting section in the Springfield Finance Department, in coordination with ESD. Springfield Accounting staff maintains grant and contract accounting systems, as well as compliance with all local, state and federal accounting and reporting requirements for MWMC finances. This section also assists ESD with preparation of the MWMC budget, capital financing documents, sewer user rates, and financial policies and procedures.

PROGRAMS AND SIGNIFICANT SERVICE/EXPENDITURE CHANGES

In FY 13-14, the City of Springfield will support the following major regional initiatives in addition to ongoing Commission administration and industrial pretreatment activities:

- Develop and implement the regional Capacity Management Operations and Maintenance (CMOM) Program Plan, focusing on continued inflow and infiltration reductions, including flow monitoring, data tracking, regional coordination, and continue to explore methods of addressing private laterals.
- Implement Capital Financing strategies necessary to meet current revenue bond obligations, prepare for additional debt financing, and ensure sufficient revenues in accordance with the 2005 MWMC Financial Plan.
- Continue implementation of the 2004 MWMC Facilities Plan to meet all regulatory requirements and capacity needs and update the 2004 Facilities Plan in FY 13-14. Considering emerging environmental regulations that may impact the operation of the WPCF.
- Continue public information, education and outreach activities focused on the MWMC Facilities Plan and MWMC's objectives for maintaining water quality and a sustainable environment.
- Protect RWP interests through participation in Association of Clean Water Agencies activities.
- Coordinate temperature Total Maximum Daily Load (TMDL) compliance through continued development and implementation of the thermal load mitigation strategy, that includes but is not limited to a recycled water program.
- Continue participation with the Association of Clean Water Agencies and the Department of Environmental Quality in the development of a Capacity Management Operations and Maintenance (CMOM) Program.

SIGNIFICANT BUDGET CHANGES FOR FY 13-14

The budget for Springfield Personnel Services, Materials and Services, and Capital Outlay for FY 13-14 totals $3,636,762 representing an overall *reduction* of $34,196 (0.9%) over the adopted FY 12-13 budget, as displayed in Exhibit 8 on page 28.

Personnel Services

Personnel Services totaling $1,683,619 represent a FY 13-14 increase of $47,521 or 2.9% over the originally adopted FY 12-13 budget. The Personnel Services budget increase is reflected in benefit cost, which were previously forecasted. Regular Wages remain level in FY 13-14 when compared to FY 12-13.

Staffing Level – 15.89 full-time equivalent (FTE) staff, an increase of 0.06 FTE
An increase of 0.06 FTE staffing is included in the FY 13-14 budget which represents a re-allocation of Environmental Services staff including elimination of a vacant MWMC Assistant Manager (0.70 FTE), an increase of 0.35 FTE in public information and education services, a net increase of 0.30 FTE in the Industrial Pretreatment Program, and a 0.11 adjustment in the MWMC Executive Director allocation.

Regular Wages - $1,088,063, remains level in FY 13-14, when compared to FY 12-13
Salaries are based upon the negotiated management/labor contracts as approved by the Springfield City Council.

Employee Related Benefits - $595,556, an increase of $45,368 or 8%
Employee related benefits primarily includes PERS/OPSRP retirement contributions, health insurance and medicare contributions.

Materials and Services

The Materials and Services budget total is $1,953,143 in FY13-14, representing a net *reduction* of $81,717 or 4% under the originally adopted FY 12-13 budget. The major changes including budget reductions and increases are in the following budget categories:

Contractual Services –$126,200, a *reduction* of $60,800 or 33%
The $60,800 *reduction* includes a reduction in contractual services for technical assistance for a water quality standards evaluation that is projected to be completed in FY 12-13, and a reduction in digital imaging services.

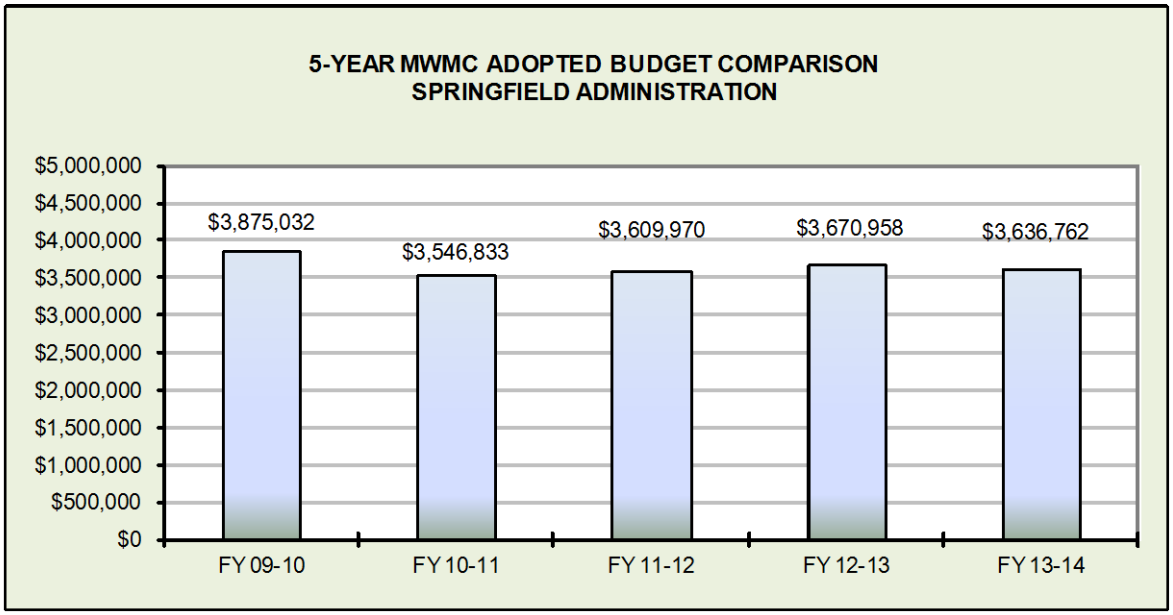
Property and Liability Insurance - $330,000, an increase of $50,000 or 18%
The $50,000 budget increase assumes increased costs for insurance coverage in FY 13-14, based on the same insurance coverage levels in FY 12-13.

Indirect Costs - $306,318, a *reduction* of $15,785 or 5%
The $15,785 *reduction* is based on changes in overhead costs as programmed in the FY 13-14 budget, when compared to FY 12-13. Indirect Costs are based on a methodology approved by the federal government, which is outlined in the MWMC Intergovernmental Agreement (IGA).

EXHIBIT 8

SPRINGFIELD ADMINISTRATION PROGRAM
PROPOSED FY 13-14
BUDGET SUMMARY

	ACTUAL FY 11-12	ADOPTED BUDGET FY 12-13	AMENDED BUDGET FY 12-13	PROPOSED BUDGET FY 13-14	CHANGE * INCR/(DECR)	
Personnel Services	$1,513,898	$1,636,098	$1,635,389	$1,683,619	$47,521	2.9%
Materials & Services	1,350,783	2,034,860	2,043,100	1,953,143	(81,717)	-4.0%
Capital Outlay	0	0	0	0	0	NA
Budget Summary	**$2,864,681**	**$3,670,958**	**$3,678,489**	**$3,636,762**	**($34,196)**	**-0.9%**



Note: * Change column compares proposed FY 13-14 Budget to the adopted FY 12-13 Budget.

EXHIBIT 9
SPRINGFIELD ADMINISTRATION
LINE ITEM BUDGET SUMMARY

	ACTUAL FY 11-12	ADOPTED BUDGET FY 12-13	AMENDED BUDGET FY 12-13	PROPOSED BUDGET FY 13-14	CHANGE INCR/(DECR)	
PERSONNEL SERVICES						
Regular Wages	$1,011,401	$1,085,910	$1,085,457	$1,088,063	$2,153	0%
Seasonal/Intern/Temp Wages	0	0	0	0	0	NA
Overtime	1,515	7,716	7,716	7,716	0	0%
Employee Benefits	97,167	106,282	106,239	107,523	1,241	1%
Medical/Dental Insurance	260,593	284,448	284,307	282,222	(2,226)	-1%
PERS/OPSRP	138,333	147,482	147,410	193,631	46,149	31%
Cell Phone Allowance	4,864	4,176	4,176	4,344	168	4%
Personal Services Adjustments	0	0	0	0	0	NA
Car Allowance	25	84	84	120	36	43%
Total Personnel Services	**$1,513,898**	**$1,636,098**	**$1,635,389**	**$1,683,619**	**$47,521**	**2.9%**
FTE	16.68	15.83	15.83	15.89	0.06	0.4%
MATERIALS & SERVICES						
Billing & Coll Exp	501,624	572,000	572,000	568,000	(4,000)	-1%
Contractual Services	27,997	187,000	195,240	126,200	(60,800)	-33%
Litigation Expense	11,603	100,000	100,000	100,000	0	0%
Environmental Education	3,353	5,000	5,000	13,500	8,500	170%
Attorney Fees	52,347	75,000	75,000	75,000	0	0%
Merchant Fees	1,044	7,500	7,500	5,000	(2,500)	-33%
PP&L Insurance	227,605	280,000	280,000	330,000	50,000	18%
Telephone	595	1,404	1,404	1,008	(396)	-28%
Ris/Airs/Geo Charges	13,720	16,344	16,344	12,714	(3,630)	-22%
Advertising	1,301	5,700	5,700	4,000	(1,700)	-30%
Duplicating Supplies	2,673	2,700	2,700	2,925	225	8%
Printing	1,641	7,400	7,400	3,750	(3,650)	-49%
Travel & Meeting Expenses	8,133	22,000	22,000	19,450	(2,550)	-12%
Software License Fee	0	25,000	25,000	100	(24,900)	-100%
Property Taxes	40	5,000	5,000	7,500	2,500	50%
WPCF/NPDES Permits	100,919	128,100	128,100	126,500	(1,600)	-1%
Government Ethics Comm Chgs	455	500	500	500	0	0%
Pretreatment Supplies	2,762	4,000	4,000	4,000	0	0%
Safety Clothing/Equipment	563	1,200	1,200	1,100	(100)	-8%
Gasoline & Oil	1,572	1,900	1,900	1,800	(100)	-5%
Utilities	5,132	6,450	6,450	6,600	150	2%
Memberships, Books, Subscrips	12,709	16,000	16,000	14,720	(1,280)	-8%
Postage & Shipping Charges	1,435	3,500	3,500	3,100	(400)	-11%
Office Supplies	2,276	4,750	4,750	3,800	(950)	-20%
Computer Software	34,049	47,200	47,200	39,800	(7,400)	-16%
Small Furniture & Appliances	550	1,000	1,000	600	(400)	-40%
Commuter Trip Reduction	457	500	500	520	20	4%
Program Expense	1,994	28,000	28,000	19,500	(8,500)	-30%
Equipment Maintenance	4,266	6,500	6,500	3,900	(2,600)	-40%
Property Maintenance	0	0	0	100	100	NA
Employee Development	8,658	25,600	25,600	19,365	(6,235)	-24%
Internal Insurance Chgs	26,361	17,041	17,041	18,166	1,125	7%
Internal Vehicle Maint Chgs	3,647	3,295	3,295	3,732	437	13%
Internal Facility Rent	0	39,775	39,775	39,775	0	0%
Computer Equip Charges	8,052	5,843	5,843	4,212	(1,631)	-28%
Building Maint Charges	37,418	23,700	23,701	30,124	6,424	27%
Internal Veh & Equip Rent	6,984	9,684	9,684	8,436	(1,248)	-13%
Internal Employee Benefit	11,877	12,283	12,283	13,199	916	7%
Internal MS Enterprise Agreement	3,150	2,376	2,376	2,348	(28)	-1%
Indirect Costs	211,721	322,103	322,103	306,318	(15,785)	-5%
Internal Building Preservation Chgs	9,996	720	720	759	39	5%
Accrual Adjustments	0	10,791	10,791	10,972	181	2%
Total Materials & Services	**$1,350,783**	**$2,034,860**	**$2,043,100**	**$1,953,143**	**($81,717)**	**-4.0%**
CAPITAL OUTLAY	0	0	0	0	0	NA
Total Capital Outlay	0	0	0	0	0	NA
TOTAL	**$2,864,681**	**$3,670,958**	**$3,678,489**	**$3,636,762**	**($34,196)**	**-0.9%**

REGIONAL WASTEWATER PROGRAM BUDGET

APPENDIX B

EUGENE PROGRAM DETAIL

CITY OF EUGENE
REGIONAL WASTEWATER PROGRAM RESPONSIBILITIES

The Wastewater Division for the City of Eugene manages all regional wastewater pollution control facilities serving the Eugene and Springfield Urban Growth Boundary areas under the Intergovernmental Agreement for the Metropolitan Wastewater Management Commission (MWMC). These regional facilities include the Eugene/Springfield Regional Water Pollution Control Facility (WPCF), the Biosolids Management Facility, the Beneficial Reuse Site, the Biocycle Farm site, and regional wastewater pumping stations and transmission sewers.

Program Responsibilities
- Administration & Management
- Facility Operations
- Facility Maintenance
- Biosolids Management
- Industrial Source Control
- Management Information Services
- Project Management

In support of the water pollution control program, the Division provides technical services for wastewater treatment, management of equipment replacement and infrastructure rehabilitation, biosolids treatment and recycling, regional laboratory services, and an industrial source control and pretreatment program in conjunction with City of Springfield staff.

ADMINISTRATIVE AND MANAGEMENT SERVICES

Administrative Services provides management, administrative, and office support to the Wastewater Division. This support includes the general planning, directing, and managing of the activities of the Division; development and coordination of the budget; administration of personnel records; and processing of payroll, accounts payable, and accounts receivable. This section also provides tracking and monitoring of all assets for the regional wastewater treatment facilities and clerical support for reception, telephone services, and other miscellaneous needs. The Administrative services include oversight and coordination of the Division's Environmental Management System, safety, and training programs, and a stores unit that purchases and stocks parts and supplies and assists with professional services contracting. Another area this program administers is the coordination of local and regional billing and rate activities.

REGIONAL WASTEWATER TREATMENT
FACILITY OPERATIONS

The Wastewater Division operates the WPCF to treat domestic and industrial liquid wastes to achieve an effluent quality that protects and sustains the beneficial uses of the Willamette River. The Operations section optimizes wastewater treatment processes to ensure effluent quality requirements are met in an efficient and cost effective manner. In addition, the Operations section provides continuous monitoring of the alarm functions for all plant processes, regional and local pump stations, Biosolids Management Facility, and the Beneficial Reuse Site

MAINTENANCE

The mechanical, electrical, and facilities maintenance sections of the Wastewater Division are responsible for preservation of the multi-million dollar investment in the equipment and infrastructure of the WPCF, local and regional pump stations, pressure sewers, as well as the Biosolids Management Facility. These sections provide a preventative maintenance program

to maximize equipment life and reliability; a corrective maintenance program for repairing unanticipated equipment failures; a facility maintenance program to maintain the buildings, treatment structures, and grounds. .

BIOSOLIDS MANAGEMENT

The Residuals Management section of the Wastewater Division manages the handling and beneficial reuse of the biological solids (biosolids) produced as a result of the activated sludge treatment of wastewater. This section operates the Biosolids Management Facility (BMF) and the Biocycle Farm located at Awbrey Lane in Eugene. Approximately, 600 dry tons of biosolids are produced annually by the WPCF. The biosolids are treated using anaerobic digestion, stored in facultative lagoons (which provide some additional treatment benefits), and then processed through a belt filter press and air-dried to reduce the water content and facilitate transport. The dried material is ultimately applied to agricultural land. Biosolids are also irrigated on poplar trees at the Biocycle Farm as a beneficial nutrient and soil conditioner. This section also operates the Beneficial Reuse Site which formerly served to treat wastewater from food processing operation.

INDUSTRIAL SOURCE CONTROL (Pretreatment) and ANALYTICAL SERVICES, SAMPLING TEAM

The pretreatment program is a regional activity implemented jointly by the cities of Eugene and Springfield. The Industrial Source Control group of the Wastewater Division is charged with administering the pretreatment program for the regulation and oversight of commercial and industrial wastewaters discharged to the sanitary collection system by fixed-site industries in Eugene and by mobile waste haulers in the Eugene and Springfield areas. This group is also responsible for ensuring that these wastes do not damage the collection system, interfere with wastewater treatment processes, result in the pass-through of harmful pollutants to treated effluent or biosolids, or threaten worker health or safety.

This responsibility is fulfilled through the use of a permit system for industrial dischargers. This permit system, common to both Eugene and Springfield, implements necessary limitations on waste characteristics and establishes inspection, monitoring, and reporting requirements for documenting waste quality and quantity controls. The staff is also responsible for locating new industrial discharges in Eugene and evaluating the impact of new non-residential discharges on the WPCF. During the calendar year 2012 there were 25 significant industrial users under permit in Eugene. The section also has responsibilities related to environmental spill response activities.

The Analytical Services group provides necessary analytical work in support of wastewater treatment, residuals management, industrial source control, stormwater monitoring, and special project activities of the Wastewater Division. The laboratory's services include sample handling and analyses of influent sewage, treated wastewater, biosolids, industrial wastes, stormwater, and groundwater. Information from the laboratory is used to make treatment process control decisions, document compliance with regulatory requirements, demonstrate environmental protection, and ensure worker health and safety.

The Sampling Team is responsible for the sampling activities related to regional wastewater program functions. These include the Eugene pretreatment program, wastewater treatment

process control, effluent and ambient water quality, groundwater quality, facultative sludge lagoons, and stormwater samples. The Division's Environmental Data Analyst evaluates and reports on the sampling data for various programs.

MANAGEMENT INFORMATION SERVICES (MIS)
The MIS section provides services for electronic data gathering, analysis, and reporting as necessary in compliance with regulatory requirements and management functions. This section also maintains the electronic communication linkages with the City of Eugene and supplies technical expertise and assistance in the selection, operation, and modification of computer systems (hardware and software) within the Division.

PROJECT MANAGEMENT
Management of wastewater system improvements and ongoing developments is carried out by the Project Management staff. Activities include coordination of CIP activities with the City of Springfield staff, problem-solving and action recommendations, project management, technical research, coordination of activities related to renewal of the NPDES wastewater discharge permit, computer-aided design and electronic storage of design drawings, and planning of projects to anticipate and prepare for new regulatory and operational requirements. Special emphasis is given to coordinating energy efficiency projects with operations staff. The Project Management staff develops Request for Proposals and Request for Quotes, coordinates special project activities between work sections, and coordinates the procurement of building permits as necessary in support of project activities.

PROGRAMS AND SIGNIFICANT SERVICE/EXPENDITURE CHANGES

In FY 13-14, Eugene staff will support the following major regional initiatives in addition to ongoing operational activities.

- Manage the O&M responsibilities of the NPDES permits for the wastewater discharge and treatment plant stormwater programs and the LRAPA air emissions permit for the regional wastewater treatment plant.
- Continue to evaluate impacts of regulatory actions (such as the federal SSO and blending policy development, Willamette River TMDLs implementation, and any newly adopted state water quality standards) upon operational responsibilities.
- Provide technical input and O&M assessments related to proposed initiatives for addressing TMDL compliance, greenhouse gas emission controls, and renewable energy objectives.
- Complete scheduled major rehabilitation, equipment replacement, and other capital projects in an efficient and timely manner.
- Work cooperatively on the CIP elements and effectively integrate capital project work with ongoing O&M activities, with emphasis on maintaining an effective CIP management and coordination program with Springfield.

- Manage the Operations & Maintenance (O&M) aspects of the Biocycle Farm, continuing the development of the biosolids irrigation practices and poplar tree management.

SIGNIFICANT CHANGES IN THE O & M BUDGET FOR FY 13-14

The proposed budget for Operations and Maintenance of the regional wastewater treatment facilities (personnel, materials and services, and capital outlay) for FY 13-14 totals $12,716,031. The amount represents an increase of 1.6% from the FY 12-13 budget. The largest cost centers for the proposed budget are personnel costs, utilities, materials, maintenance, and chemicals. Details of significant items and changes proposed for the FY 13-14 Operations and Maintenance budget as compared to the FY 12-13 budget include:

Personnel Services

Personnel Services totaling $7,864,894 represents a FY 13-14 increase of $132,000 or 1.7%. The major changes are in the following budget categories:

Staffing Level – 77.40 full-time equivalent (FTE) staff, an increase of 0.15 FTE
A net increase of 0.15 FTE is proposed for FY 13-14. This includes 0.95 FTE for a Facility Maintenance position that is needed to address the increased facility maintenance workload due to aging infrastructure of the original plant as well as the recent infrastructure capacity expansion. The increase is partially offset by a 0.80 FTE decrease mainly as a result of rebalancing regional and local pump station maintenance work.

Regular Wages - $4,807,736, a *decrease* of $63,792 or 1.3%
Salaries are based upon the negotiated management/labor contracts between the City of Eugene and the local union (AFSCME). The decrease is partially a result of savings from retirement turnover with new employees starting at lower merit steps.

Employee Benefits - $1,665,054, an increase of $130,756 or 8.5%
The employee benefits consist mainly of PERS/OPSRP retirement system costs and Medicare contributions.

Health Insurance - $1,210,566, an increase of $60,899 or 5.3%
The increase is based on group claims experience and cost projections. Costs are calculated based on the number of employees.

Materials and Services

The Materials and Services budget totaling $4,798,809 represents an FY 13-14 increase of $69,774 or 1.5%. The major changes are in the following budget categories:

Utilities - $765,924, an increase of $66,699 or 9.5%
The increase is due generally to utility rate increases.

Fleet Operating Charges - $412,620, an increase of $64,322 or 18.5%

Each year fleet rates are estimated by proportioning historic costs by vehicle category. This line item is based on fleet rates calculated using the previous year's equipment expenditures. Increase is due in part to higher fuel and maintenance costs for heavy equipment.

Computer Equipment, Supplies and Maintenance - $251,650, increase of $52,217 or 26.2%
The increase is due to a proposed upgrade of pretreatment software and to improvements to residuals equipment control and communication systems.

Chemicals - $386,116, a *decrease* of $41,052 or 9.6%
Chemicals cost decrease due to projected reduction in use of disinfection agents.

EXHIBIT 10

EUGENE - OPERATIONS AND MAINTENANCE PROGRAM
PROPOSED FY 13-14
BUDGET SUMMARY

	ACTUAL FY 11-12	ADOPTED BUDGET FY 12-13	AMENDED BUDGET FY 12-13	PROPOSED BUDGET FY 13-14	CHANGE * INCR/(DECR)	
Personnel Services	$6,920,157	$7,732,894	$7,732,894	$7,864,894	$132,000	1.7%
Materials & Services	3,831,338	4,729,035	4,729,035	4,798,809	69,774	1.5%
Capital Outlay	2,603	47,828	47,828	52,328	4,500	9.4%
Budget Summary	**$10,754,098**	**$12,509,757**	**$12,509,757**	**$12,716,031**	**$206,274**	**1.6%**

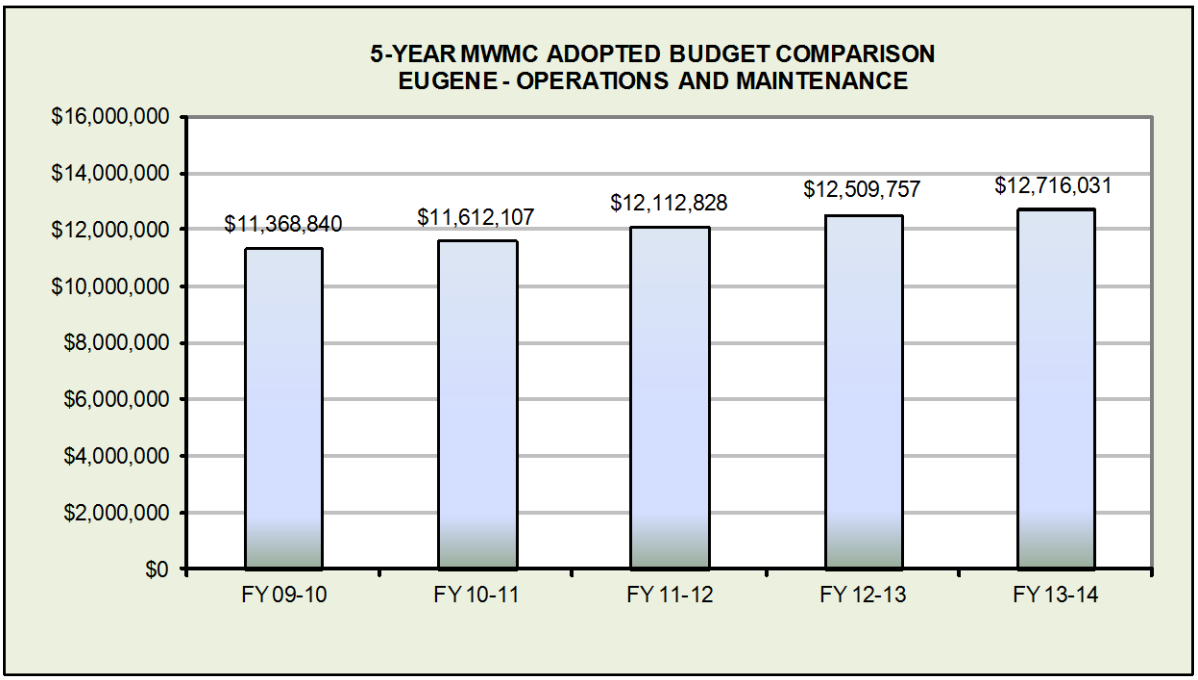


EXHIBIT 11

EUGENE - OPERATIONS & MAINTENANCE
LINE ITEM BUDGET SUMMARY

	ACTUAL FY 11-12	ADOPTED BUDGET FY 12-13	AMENDED BUDGET FY 12-13	PROPOSED BUDGET FY 13-14	CHANGE INCR/(DECR)	
PERSONNEL SERVICES						
Regular Wages	4,369,827	4,871,528	4,871,528	4,807,736	(63,792)	-1%
Extra Help	5,133	0	0	0	0	NA
Overtime	56,012	94,645	94,645	94,645	0	0%
Employee Benefits	1,438,143	1,534,298	1,534,298	1,665,054	130,756	9%
Workers' Comp/Unemploy Ins	69,839	82,756	82,756	86,893	4,137	5%
Health Insurance	981,203	1,149,667	1,149,667	1,210,566	60,899	5%
TOTAL PERSONNEL SERVICES	**$6,920,157**	**$7,732,894**	**$7,732,894**	**$7,864,894**	**$132,000**	1.7%
FTE	76.30	77.25	77.25	77.40	0.15	0.2%
MATERIALS & SERVICES						
Utilities	801,299	699,225	699,225	765,924	66,699	9.5%
Fleet Operating Charges	319,452	348,298	348,298	412,620	64,322	18.5%
Maintenance-Equip & Facilities	270,255	387,527	387,527	383,153	(4,374)	-1.1%
Contractual Services	291,192	502,934	502,934	518,323	15,389	3.1%
Materials & Program Expense	445,756	585,236	585,236	560,654	(24,582)	-4.2%
Chemicals	394,958	427,168	427,168	386,116	(41,052)	-9.6%
Parts & Components	196,424	239,761	239,761	240,004	243	0.1%
Risk Insurance - Employee Liability	66,721	66,774	66,774	65,464	(1,310)	-2.0%
Laboratory Equipment & Supplies	64,411	84,777	84,777	77,401	(7,376)	-8.7%
Computer Equip, Supplies, Maint	179,724	199,433	199,433	251,650	52,217	26.2%
Indirects	801,147	1,187,902	1,187,902	1,137,500	(50,402)	-4.2%
TOTAL MATERIALS & SERVICES	**$3,831,338**	**$4,729,035**	**$4,729,035**	**$4,798,809**	**$69,774**	1.5%
CAPITAL OUTLAY						
Motorized Vehicles	0	23,828	23,828	42,328	18,500	78%
Capital Outlay-Other	2,603	24,000	24,000	10,000	(14,000)	-58%
TOTAL CAPITAL OUTLAY	**$2,603**	**$47,828**	**$47,828**	**$52,328**	**$4,500**	9%
LINE ITEM SUMMARY: EUGENE	**$10,754,098**	**$12,509,757**	**$12,509,757**	**$12,716,031**	**$206,274**	**1.6%**
EQUIPMENT REPLACEMENT	$624,178	$229,767	$295,002	$542,181	$312,414	136%
MAJOR REHAB	$425,347	$396,540	$481,540	$497,351	$100,811	25%
MAJOR CAPITAL OUTLAY	$0	$1,360,000	$1,634,360	$0	($1,360,000)	NA
TOTAL	**$11,803,623**	**$14,496,064**	**$14,920,659**	**$13,755,563**	**($740,501)**	**-5.1%**

REGIONAL WASTEWATER PROGRAM BUDGET

CAPITAL PROGRAM

REGIONAL WASTEWATER PROGRAM
CAPITAL PROGRAMS

Overview

The Regional Wastewater Program (RWP) includes two components: the Capital Improvement Program (CIP) and the Asset Management Capital Program (AMCP). The FY 13-14 CIP Budget, the FY 13-14 AMCP Budget, and the associated 5-Year Capital Plan are based on the 2004 MWMC Facilities Plan (2004 FP). The 2004 FP was approved by the MWMC, the governing bodies of the City of Eugene, the City of Springfield, Lane County, and the Oregon Department of Environmental Quality in 2004. The 2004 FP and its 20-year capital project list was the result of a comprehensive evaluation of the regional wastewater treatment facilities serving the Eugene-Springfield metropolitan area.

The 2004 FP built on previous targeted studies, including the 1997 Master Plan, 1997 Biosolids Management Plan, 2001 Wet Weather Flow Management Plan (WWFMP), and the 2003 Management Plan for a dedicated biosolids land application site. The 2004 FP was intended to meet changing regulatory and wet weather flow requirements and to serve the community's wastewater capacity and treatment needs through 2025. Accordingly, the 2004 FP established the CIP project list to provide necessary facility enhancements and expansions over the planning period. The CIP is administered by the City of Springfield for the MWMC. The AMCP implements the projects and activities necessary to maintain functionality, lifespan, and effectiveness of the MWMC facility assets on an ongoing basis. The AMCP is administered by the City of Eugene for the MWMC and consists of three sub-categories:

- Equipment Replacement Program
- Major Rehabilitation Program
- Major Capital Outlay

The MWMC has established these capital programs to achieve the following RWP objectives:

- Compliance with applicable local, state, and federal laws and regulations
- Protection of the health and safety of people and property from exposure to hazardous conditions such as untreated or inadequately treated wastewater
- Provision of adequate capacity to facilitate community growth in the Eugene-Springfield metropolitan area consistent with adopted land use plans
- Construction, operation, and management of the MWMC facilities in a manner that is as cost-effective, efficient, and affordable to the community as possible in the short and long term
- Implementation of the Citizens Advisory Committee recommendations, which represent diverse community interests, values and involvement, and that have been adopted by the Commission as the MWMC's plans and policies
- Mitigation of potential negative impacts of the MWMC facilities on adjacent uses and surrounding neighborhoods (ensuring that the MWMC facilities are "good neighbors" as judged by the community)

Capital Program Funding and Financial Planning Methods and Policies

This annual budget document presents the FY 13-14 CIP Budget, the FY 13-14 AMCP Budget, and 5-Year Capital Plan which includes the CIP and AMCP Capital Plan. The MWMC Capital Program financial planning and funding methods are in accordance with the financial management policies put forth in the MWMC 2005 Financial Management Plan.

Each of the two RWP capital programs relies on funding mechanisms to achieve RWP objectives described above. The CIP is funded primarily through proceeds from revenue bond sales, system development charges, and transfers from the Operating Fund to Capital Reserves. The AMCP is funded through wastewater user fees.

In addition to revenue bond sales, project financing for certain CIP projects was also secured through the Clean Water State Revolving Fund (CWSRF) loan program for qualified projects. The MWMC entered into CWSRF loan agreements with the State of Oregon Department of Environmental Quality (DEQ) in 2008, 2009, and 2010. These 20-year loan agreements allow the MWMC to borrow up to $20.8 million at interest rates ranging from 1.0 to 2.77 percent (%), which is low compared to conventional borrowing.

Through the CWSRF loan program, loans up to $8,000,000, $7,500,000, and $4,000,000 were approved for Tertiary Filtration—Phase 1, Odorous Air Treatment—Phase 1, and Primary Sludge Thickening projects, respectively. Additionally, $1,279,200 in CWSRF financing was approved for the MWMC for CIP planning efforts.

Of the $8,000,000 provided through the Tertiary Filtration project loan, $450,000 is currently allocated for riparian shade tree planting projects to help address the MWMC's pending thermal load obligations. The financing of these watershed-based projects is made available through the CWSRF program Sponsorship Option, which provides funding to the borrower to address nonpoint source water quality solutions through a reduced interest rate. The interest rate reduction allows the MWMC to invest in watershed improvements using money that would have otherwise been paid as interest on the loan.

Of the $7,500,000 approved loan funding for the Odorous Air Treatment —Phase 1 project, $4,000,000 was funded through the American Reinvestment and Recovery Act (ARRA, or "Stimulus"). This funding was part of the federal government's economic stimulus program, with loans issued under favorable conditions to stimulate infrastructure and capital project investment. The ARRA funding agreement provided 50% of the loan in forgiven principal, and the remaining 50% of principal payment bearing 0% interest. This resulted in $2,000,000 of net revenue to the CIP in addition to interest savings.

The RWP's operating fund is maintained to pay for operations, administration, debt service, equipment replacement contributions and capital contributions associated with the RWP. The operating fund derives the majority of its revenue from regional wastewater user fees that are collected by the City of Eugene and City of Springfield from their respective customers. In accordance with the MWMC 2005 Financial Plan, funds remaining in excess of budgeted operational expenditures can be transferred from the operating fund to the Capital Reserve fund.

The Capital Reserve accumulates revenue to help fund capital projects, including major rehabilitation, to reduce the amount of borrowing necessary to finance capital projects.

The AMCP consists of three programs managed by the City of Eugene and funded through regional wastewater user fees: The Equipment Replacement Program, which funds replacement of equipment valued at or over $10,000 but less than $200,000; The Major Rehabilitation Program, which funds rehabilitation of plant infrastructure such as roof replacements, structure coatings, etc.; and the Major Capital Outlay Program for capital items (new or replacement) with costs greater than $200,000. The MWMC assets are tracked throughout their lifecycle using asset management tracking software. Based on this information, the three AMCP program annual budgets are established and projected for the 5-Year Capital Plan.

For planning purposes, the MWMC must consider market changes that drive capital project expenditures. Specifically, the MWMC capital plan reflects projected price changes over time that affect the cost of materials and services. Until about 2003, the 20-city average *Engineering News Record Construction Cost Index (ENRCCI)* served as a good predictor for future inflation and was used for projecting the MWMC's construction costs. Accordingly, construction cost projections considered in the 2004 FP were based on January 2004, 20-city average ENRCCI. However, in the period 2004 through 2008, construction inflation accelerated nationally with local construction cost inflation accelerating even faster than the national average. City of Springfield staff identified this trend in 2005 and subsequently modified their inflationary projection methodology accordingly.

In early 2006, the MWMC hired the consulting firm CH2M Hill to perform a comprehensive update of project cost estimates. Following the 2006 update, the RWP's CIP assumed a general price increase of five-percent (5%) -per-year over the planning period. However, City of Springfield staff have since re-evaluated the recent year's inflation and concluded that the inflation rate applied to planned projects could be lowered with minimal risk to the program. Therefore, starting with this FY 13-14 budget, an inflation rate of four-percent (4%)-per-year was applied to planned projects in the 5-Year Capital Plan.

The MWMC continues to monitor inflationary trends to inform our forecasting of capital improvement costs. In doing so, the City of Springfield staff have observed that while in the last few years the construction bidding climate has been favorable when compared to engineering estimates, most recently bids have come in below the engineering estimates.

Regional Wastewater Capital Program Status and Budget

CIP Project Status and Budget

The FY 13-14 CIP Budget is comprised of the individual budgets for each of the active (carryover) or starting (new) projects in the first year of the 5-Year Capital Plan. The total of these FY 13-14 project budgets is $13,456,982. Each capital project represented in the FY 13-14 Budget is described in detail in a CIP project sheet that can be found at the end of this document. Each project sheet provides a description of the project, the project's purpose and driver (the reason for the project), the funding schedule for the project, and the project's expected final cost and cash flow. For those projects that are in progress, a short status report is included on the project sheet.

Completed Capital Projects

In FY 12-13, the following four capital projects are projected to be completed and closed out. No CIP project sheets are included for these projects because there is no expected carryover of project funds to FY 13-14.

- Odorous Air Treatment – Phase 1
- Odorous Air Treatment – Phase 2
- Peak Flow Management Improvements*
- 2010 Partial Facility Plan Update

Carryover Capital Projects
The remaining funding for active capital projects in FY 12-13 is carried forward to the FY 13-14 Budget. The on-going carryover projects are:

- Wet Weather Planning/ Capacity Management Operations and Maintenance (CMOM)
- Facilities Plan Engineering Services
- Influent Pumping and Headworks Expansion*
- Sodium Hypochlorite Conversion*
- Primary Sludge Thickening
- Tertiary Filtration – Phase 1*
- Thermal Load Mitigation: Pre-Implementation (previously listed under Effluent Reuse Phases 1&2)
- Thermal Load Mitigation: Implementation 1 (previously listed under Effluent Reuse Phases 1&2)
- Repair/Partial Replacement of Biosolids Force Main
- Line Biosolids Lagoon – Phase 4

Overall, the budgeting for these projects follows, and is consistent with, the 2006 CH2M Hill estimated cost of the listed capital projects. Landscape design and implementation for the Water Pollution Control Facility is funded through projects identified with an asterisk (*) above.

New Projects
The following new projects have been added in the FY 13-14 Capital Budget:

- Tertiary Filtration – Phase 2
- WPCF Lagoon Removal and Decommissioning

FY 13-14 Capital Budget Summary (Exhibit 12)
Exhibit 12 below displays the adjusted budget and end-of-year expenditure estimates for FY 12-13, the amount of funding projected to be carried over to FY 13-14 and additional funding for existing and/or new projects in FY 13-14.

EXHIBIT 12

Summary of FY 13-14 MWMC Construction Program Capital Budget

	FY 12-13 ADJUSTED BUDGET	FY 12-13 ESTIMATED ACTUALS	FY 12-13 CARRYOVER TO FY 13-14	NEW FUNDING FOR FY 13-14	TOTAL FY 13-14 BUDGET
Projects to be Completed in FY 12-13	**2,083,465**	**607,556**	**0**	**0**	**0**
Odorous Air Treatment - Phase 1	20,644	0	0	0	0
Odorous Air Treatment - Phase 2	461,755	290,000	0	0	0
Peak Flow Management Improvements	1,499,510	216,000	0	0	0
2010 Partial Facility Plan Update	101,556	101,556	0	0	0
Projects to be Carried Over to FY 13-14	**21,533,360**	**2,975,933**	**7,486,982**	**1,470,000**	**8,956,982**
Wet Weather Planning / CMOM	337,755	153,015	184,740	0	184,740
Facilities Plan Engineering Services	121,301	70,000	0	70,000	70,000
Influent Pumping and Headworks Expansion	316,256	10,000	306,256	0	306,256
Sodium Hypochlorite Conversion	3,421,666	461,000	2,960,666	0	2,960,666
Primary Sludge Thickening	1,540,320	1,510,000	30,320	0	30,320
Tertiary Filtration - Phase 1	2,429,344	215,000	500,000	0	500,000
Effluent Reuse - Phase 1 & 2 (1)	7,694,280	226,081	0	0	0
Thermal Load Mitigation: Pre-Implementation (2)	0	0	0	700,000	700,000
Thermal Load Mitigation: Implementation 1 (3)	0	0	0	700,000	700,000
Mill Race Sponsorship	200,000	0	0	0	0
Cedar Creek Sponsorship	250,000	0	0	0	0
Increase Digestion Capacity	430,672	44,072	0	0	0
Repair/ Replacement of Biosolids Force Main	1,499,636	126,636	1,373,000	0	1,373,000
Line Biosolids Lagoon - Phase 4	3,292,129	160,129	2,132,000	0	2,132,000
Newly Budgeted Projects for FY 13-14	**0**	**0**	**0**	**4,500,000**	**4,500,000**
Tertiary Filtration - Phase 2	0	0	0	3,000,000	3,000,000
WPCF Lagoon Removal / Decommissioning	0	0	0	1,500,000	1,500,000
TOTAL	**$23,616,825**	**$3,583,489**	**$7,486,982**	**$5,970,000**	**$13,456,982**

Notes:

(1) In FY13-14 the Effluent Reuse project transitions to the Thermal Load Mitigation Program and projects. The Thermal Load Mitigation Program includes, but is not limited to, a Recycled Water Program.

(2) Funding in the amount of $700,000 in FY13-14 is reprogrammed from Effluent Reuse to Thermal Load Mitigation: Pre-Implementation.

(3) Funding in the total amount of $700,000 in FY13-14 for Thermal Load Mitigation: Implementation 1 includes budget reprogrammed from Mill Race Sponsorship ($200,000), Cedar Creek Sponsorship ($250,000), and Effluent Reuse ($250,000).

FY 13-14 Asset Management Capital Project Status and Budget

Equipment Replacement Program

The FY 13-14 Capital Programs proposed budget includes $542,181 in Equipment Replacement purchases that are identified on the table below.

Equipment Replacement	
Project Description	**FY 13-14 Budget**
Collection System Flow Meters (6)	131,690
Grit Collectors (2)	86,000
Fleet Replacement	85,000
Surface Mixer at BMF	50,000
Cogeneration Heat Exchanger	42,500
Lagoon Float Line at BMF	37,000
Mercury Analyzer (Laboratory)	33,000
Valve Actuators	23,508
Computer Replacement	23,483
Air Compressor at Primary Treatment	15,000
Ammonia Analyzer at Final Treatment	15,000
Total	**$542,181**

Collection System Flow Meters. Six collection system flow meters are in place to collect data for inflow and infiltration impacts on the regional system. The meters were originally installed in 2002. Equipment reliability issues have prompted the need to replace the flow meters.

Grit Collectors. The regional treatment plant's grit collectors move settled grit to the intake of the grit slurry pumps. The grit slurry is subsequently dewatered and properly disposed. Collectors that have been in service for 16 years will be replaced on two of four channels.

Fleet Replacement. Consists of replacement of one dump bed utility truck and one pickup truck.

Surface Mixer. The surface mixers on the facultative storage lagoons at the Biosolids Management Facility (BMF) provide aeration for the upper aerobic zone of the lagoons. The mixers are the original mixers and have been in continuous service for 29 years. While the current mixers could be rebuilt, the replacement is intended to provide more energy efficient mixing. Alternative technology will be tested on one lagoon before replacement of all 8 mixers.

Cogeneration Heat Exchanger. The cogeneration system includes a heat exchanger that recovers heat from the operation of the internal combustion engine. This form of energy recovery is used to heat digesters, building space, and potable water. The existing heat exchanger is the original exchanger and has been in service for 15 years.

Lagoon Float Line at BMF. The float line is the pipe that conveys biosolids dredged from the lagoon to the biosolids mixing tanks. The existing line is approaching the end of its useful life.

Mercury Analyzer (Laboratory). Replaces lab analyzer that measures plant effluent and background mercury concentrations for demonstrating permit compliance.

Valve Actuators. Several automated valve actuators will be replaced for large gate valves at the pretreatment process.

Computer Replacement. Computer replacement includes scheduled replacement of one server and various personal and laptop computers.

Air Compressors at Primary Treatment. The air compressors at primary treatment have provided pressurized air for sludge pump operation and the plant's instrument air supply. While the sludge pumps were recently changed out with electric powered pumps, the compressed air system is still required to provide instrument air for ongoing operation of multiple treatment processes. The current compressors have been in service for 29 years and have reached the end of their useful life. The compressors also consume a large volume of potable water for cooling and will be replaced with compressors that have a self-contained cooling system.

Ammonia Analyzer at Final Treatment. An on-line ammonia analyzer provides for continuous measurement and monitoring of ammonia in the plant effluent. The effluent ammonia concentration values are used for ongoing process control and to verify that the plant is in compliance with the NPDES permit discharge limit for ammonia. The existing analyzer has been in service for 10 years.

Major Rehabilitation Program

The FY 13-14 Capital Programs proposed budget includes $497,351 for Major Rehabilitation projects that are identified in the table below.

Major Rehabilitation	
Project Description	**FY 13-14 Budget**
Willakenzie Pump Station Pipe and Elbow	225,000
Air Drying Bed Resurfacing (2)	200,000
Operations/Maintenance Building Improvements	50,000
HVAC at BMF	13,851
ISC Modular Building Roof Replacement	8,500
Total	**$497,351**

Willakenzie Pump Station Pipe and Elbow. This project will replace piping on the immediate discharge side of the pumps. The existing piping has corroded to the point that patches have been installed to stop leaks. The piping will be replaced with HDPE (plastic) pipe which will not be as susceptible to corrosion or abrasion.

Air Drying Bed Resurfacing. The biosolids drying process takes place on 13 asphalt drying beds over a 25 acre area. Many of the beds require resurfacing to extend their useful life. In FY12-13 two beds were resurfaced. In FY13-14 two additional beds will be resurfaced.

Building Improvements. This expenditure will go towards miscellaneous improvements, repairs, and renovations to improve the functionality and usefulness of existing buildings.

HVAC at BMF. This project will replace the HVAC system at the Biosolids Management Facility.

Modular Office Building Roof Replacement. This project consists of replacing the composition shingled roof on the modular office building.

Major Capital Outlay

There are no requests for Major Capital Outlay funding in FY 13-14.

Summary of FY 13-14 AMCP Budget

The following table summarizes the two FY 13-14 AMCP program budgets described above.

Asset Management Capital Project Budget Summary	
Capital Project Type	**FY 13-14 Budget**
Equipment Replacement	542,181
Major Rehabilitation	497,351
Major Capital Outlay	0
Total	**$1,039,532**

5-Year Capital Plan (Exhibit 13)

For each fiscal planning cycle, only the first year of budget authority is appropriated. The remaining four years of the CIP and AMCP Capital Plans are important and useful for fiscal and work planning purposes. However, it is important to note that the funds in the outer years of the Capital Plan are only planned and not appropriated. Also, the full amount of obligated multi-year project costs is often appropriated in the first year of the project, unless a smaller subset of the project, such as project design, can be identified and funded without budgeting the full estimated project cost. For these multi-year contracts, unspent funds from the first fiscal year will typically be carried over to the next fiscal year until the project is completed. Accordingly, the RWP Capital Plan presented herein is a subsequent extension of the plan presented in the adopted FY 12-13 Budget that has been carried forward by one year. However, changes to the plan typically occur from year to year as more information becomes available. In this iteration of the Capital Plan, significant changes from the last fiscal year include:

- The majority of funding (that portion not associated with landscape maintenance) for the Increase Digestion Capacity and Waste Activated Sludge Thickening projects was postponed (moved forward on the schedule) by one year from FY 14-15 to FY 15-16. This change to the plan reflects a revised understanding of the project timelines based on recent waste load data. The trigger and schedule for these projects will be further evaluated in the Partial Facilities Plan Update effort currently under way.

- The appropriated budget previously associated with the Effluent Reuse Phases 1&2 project and subsequent planned budgets for Effluent Reuse Phase 3 and Phase 4 projects have been transitioned into a new Thermal Load Mitigation Program Budget. However, the overall Reuse Program budget was not increased and only reallocated to the new program. The Thermal Load Mitigation Program includes, but is not limited to, a Recycled Water Program. Additional components include thermal credits for riparian shade projects (including the Mill Race and Cedar Creek riparian shade projects), point-to-point thermal load trading, recycled water storage and potentially other mitigation tools available to the MWMC. The new Thermal Load Mitigation Program consists of the following three phases:

    - Pre-Implementation
    - Implementation Phase – 1
    - Implementation Phase – 2

- The need for the WPCF Lagoon Decommissioning project was identified recently and was not anticipated in the 2004 Facilities Plan CIP list of projects. Therefore, this project did not appear in the FY 12-13 five-year plan. This project provides removal of the existing temporary lagoon at the WPCF and addition of digester cleaning facilities. The removal of this lagoon is needed because the lagoon no longer functions per its original design intent and it does not meet current design standards given its intended use.

Exhibit 13 displays the MWMC 5-Year Capital Plan programs budget, which includes $65,270,282 in planned capital projects and $10,252,432 in planned asset management capital projects for an overall 5-Year Capital Plan Budget of $75,522,714.

EXHIBIT 13

Regional Wastewater 5-Year Capital Programs

	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	TOTAL
CAPITAL PROJECTS						
Biosolids Management						
Line Biosolids Lagoon - Phase 4	2,132,000					2,132,000
Repair / Replacement of Biosolids Force Main	1,373,000					1,373,000
Non-Process Facilities and Facilities Planning						
Capacity Mgmt Operations Maint (CMOM)	184,740					184,740
Facility Plan Engineering Services	70,000	70,000	70,000	70,000	70,000	350,000
2015 Facility Plan Update		1,293,000				1,293,000
Conveyance Systems						
Influent Pumping & Headworks	306,256					306,256
Plant Performance Improvements						
Sodium Hypochlorite Conversion	2,960,666					2,960,666
Primary Sludge Thickening	30,320					30,320
Tertiary Filtration - Phase 1	500,000					500,000
Tertiary Filtration - Phase 2	3,000,000	5,910,000				8,910,000
WPCF Lagoon Removal / Decommissioning	1,500,000	3,500,000				5,000,000
Thermal Load Mitigation: Pre-Implementation (1)	700,000	50,000				750,000
Thermal Load Mitigation: Implementation 1 (1)	700,000	2,750,000	6,000,000	4,000,000	500,000	13,950,000
Thermal Load Mitigation: Implementation 2 (1)					3,000,000	3,000,000
Increase Digestion Capacity			3,169,000	6,005,900		9,174,900
Waste Activated Sludge Thickening			1,325,400	2,880,000		4,205,400
Aeration Basin Improvements - Phase 2				2,150,000	9,000,000	11,150,000
TOTAL CAPITAL PROJECTS	***13,456,982***	***13,573,000***	***10,564,400***	***15,105,900***	***12,570,000***	***65,270,282***
ASSET MANAGEMENT						
Equipment Replacement	542,181	1,682,800	1,839,000	1,411,900	358,100	5,833,981
Major Rehab	497,351	386,000	1,538,000	744,800	702,300	3,868,451
Major Capital Outlay			550,000			550,000
TOTAL ASSET MANAGEMENT	***1,039,532***	***2,068,800***	***3,927,000***	***2,156,700***	***1,060,400***	***10,252,432***
TOTAL CAPITAL IMPROVEMENTS	**$14,496,514**	**$15,641,800**	**$14,491,400**	**$17,262,600**	**$13,630,400**	**$75,522,714**

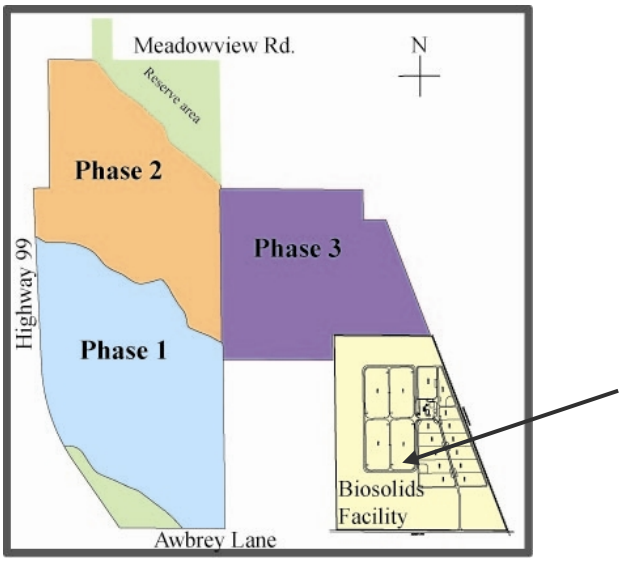
Notes:

(1) This project represents the transition from Effluent Reuse to a more comprehensive thermal load reduction strtaegy that includes, but is not limited to, a Recycled Water Program.

REGIONAL WASTEWATER PROGRAM BUDGET

CAPITAL PROGRAM PROJECT SHEETS

LINE BIOSOLIDS LAGOONS – PHASE 4



Description: Reline existing lagoon (Phase 4) at the Biosolids Management Facility (BMF).

Status: As of January 8, 2013, the Phase 4 project is in the design phase and should bid for construction in the spring of 2013.

Justification: Existing clay lagoon liners are reaching the end of the material's useful life. A new synthetic liner will be installed in the lagoons. In Phases 1, 2 and 3, the liner material of choice was high density polyethylene. In the Phase 1 work, the construction contractor installed the main components for a new dredge lateral movement system for all four lagoons, for improved operational safety and efficiency.

Project Driver: The MWMC proactively desires to improve the safety of BMF staff, improve operational reliability of the facultative lagoons, and ensure DEQ compliance related to groundwater protection.

Project Trigger: Implement the phased work based on the 2005 work plan schedule provided from the MWMC to the DEQ. Continue to monitor the effectiveness of the previous phases of the lagoon lining upgrades.

Project Type: 100% Rehabilitation

Estimated Project Cost: Reduced from $3,300,000 to $2,300,000 based on the past phased MWMC projects

Expected Cash Flow: FY 11-12 = $7,871; FY 12-13 = $160,129; FY 13-14 $2,132,000

Expenditure/Category:	Prior Years	2012-13 Est. Act.	2013-14	2014-15	2015-16	2016-17	2017-18	**Total**
Design/Construction	$7,871	$160,129	$2,132,000	$0	$0	$0	$0	$2,300,000
Other	$0	$0	$0	$0	$0	$0	$0	$0
Total Cost	**$7,871**	**$160,129**	**$2,132,000**	**$0**	**$0**	**$0**	**$0**	**$2,300,000**

REPAIR AND/OR PARTIAL REPLACEMENT OF BIOSOLIDS FORCE MAIN

Description: Investigate, repair, and/or replace sections of the biosolids force main (piping system) where struvite deposits reduce the pipe diameter and can't be removed by an acid washing method. The existing piping system connects the Water Pollution Control Facility (WPCF) to the Biosolids Management Facility (BMF). A project estimate is $1.5 million that may require additional funding after further evaluation of the system.

Status: As of January 4, 2013, staff is creating a request for proposals (RFP) for consultant services to design upgrades to the existing MWMC biosolids force main (piping system). Staff anticipates requesting approval of the MWMC to execute a consultant contract in May of 2013.

Justification: Maintain system reliability. The project will rehabilitate portions of the existing MWMC biosolids conveyance system (WPCF to BMF).

Project Driver: Maintain system functionality of the biosolids conveyance system.

Project Trigger: Functionality and capacity issues within the existing pipeline.

Project Type: 100% Rehabilitation

Estimated Project Cost: $1,500,000

Expected Cash Flow: FY 11-12 = $364; FY 12-13 = $126,636; FY 13-14 = $699,000;
FY 13-14 = $674,000

Expenditure/Category:	Prior Years	2012-13 Est. Act.	2013-14	2014-15	2015-16	2016-17	2017-18	Total
Design/Construction	$364	$126,636	$1,373,000	$0	$0	$0	$0	$1,500,000
Other	$0	$0	$0	$0	$0	$0	$0	$0
Total Cost	**$364**	**$126,636**	**$1,373,000**	**$0**	**$0**	**$0**	**$0**	**$1,500,000**

CAPACITY MANAGEMENT, OPERATIONS, AND MAINTENANCE (CMOM)

Description: This project (formerly identified as the WWFMP Update project) supports and guides ongoing collection system capacity management, operations and maintenance (CMOM) programs to address Inflow and Infiltration (I/I) and sanitary sewer overflows (SSO's). The MWMC's NPDES permit requires wet weather planning and prohibits SSOs. DEQ's SSO Enforcement Internal Management Directive identifies CMOM as an acceptable programmatic approach to help ensure compliance. The MWMC CMOM program provides staff resources and engineering consultant services to support the implementation of CMOM programs owned and operated by the two partner cities within the MWMC's service area (i.e., Eugene and Springfield). The regional support funded through this project provides or supports workshop organization and facilitation, guidance documentation, technical analysis, standards establishment, and CMOM gap analysis assistance.

Status: Collection system rehabilitation work as identified in the 2001 WWFMP has been completed. The regional collection system hydraulic model has been updated. Regional staff has facilitated workshops and meetings to charter a standard CMOM approach for both partner cities. Both partner cities have begun a CMOM gap analysis to identify the needed effort to implement their respective CMOM programs. The Regional Wastewater Policy Team has approved an outline for MWMC's CMOM guidance document. CH2M Hill has started an evaluation of historical collection system flow data to estimate the I/I contributions from each city's collection system.

Project Driver: Meet new NPDES requirements concerning SSOs, wet weather planning, and I/I reduction through a CMOM program approach.

Project Trigger: Address regulation requirements.

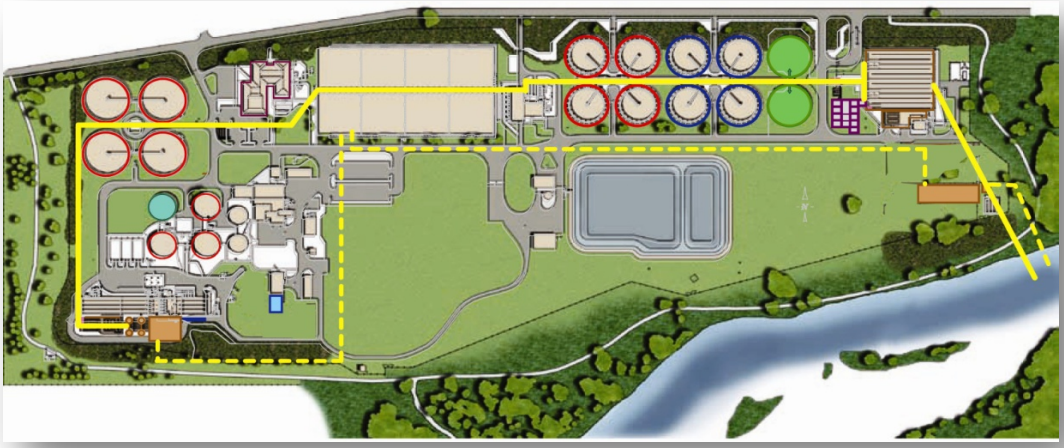
Improvement SDC Eligibility: 11%

Estimated Project Cost: $532,000

Expected Cash Flow: FY 05-06 = $6,028; FY 06-07 = $86,895; FY 07-08 = $42,589; FY 08-09 = $9,562
FY 09-10 = $14,724; FY 10-11 = $7,538; FY 11-12 = $26,909; FY 12-13 = $153,015; FY 13-14 = $184,740; FY 14-15 = $0

Expenditure/Category:	Prior Years	Est. Act. 2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	Total
Design/Construction	0	0	0	0	0	0	0	0
Other	$194,245	$ 153,015	$184,740	0	0	0	0	$532,000
Total Cost	**$194,245**	**$ 153,015**	**$184,740**	**$0**	**$0**	**$0**	**$0**	**$532,000**

FACILITY PLAN ENGINEERING SERVICES



Description: Engineering services for analysis, project definition, cost estimating, and general consultation regarding the 20-Year Facilities Plan.

Status: This year, work included historical I&I data analysis, plant flow and load projection, CIP project prioritization and schedule analysis, and regulatory evaluation and analysis.

Justification: Projects were developed to varying levels of specificity in the 20-Year Facilities Plan and there is an on-going need for a consistent technical and engineering resource to help in further refining projects and generally assisting with implementation of the plan. Another need addressed by this resource is assurance that the new improvements maintain the overall integrity of the plant in terms of treatment processes and hydraulics.

Project Driver: Ongoing goal to efficiently follow and accommodate the upgrades resulting from the 20-Year Facilities Plan.

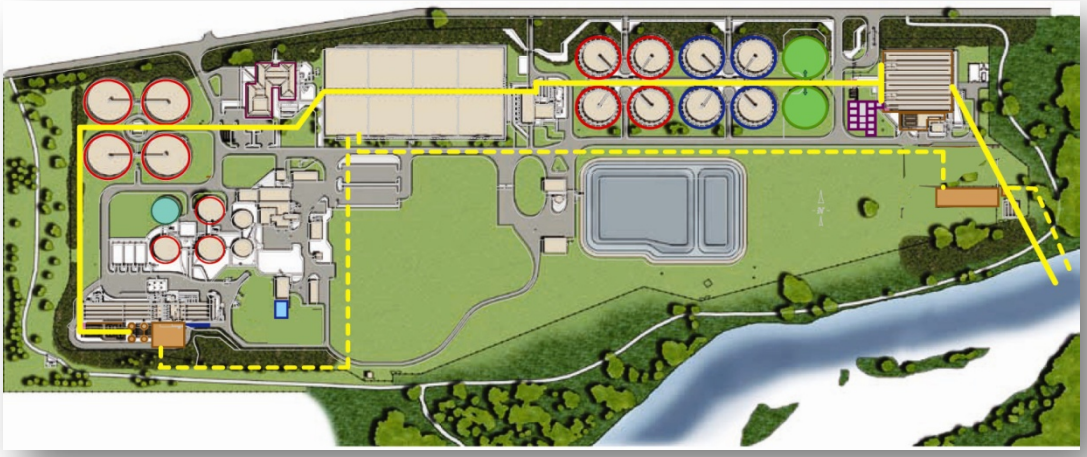
Project Trigger: On-going need.

Estimated Project Cost: $655,458 (Note: Staff lowered the forecasted annual budget needed for facility plan engineering services based on recent year's actual costs. In doing so, staff no longer assumes inflation annually on this effort. Staff will revisit the five-year budget for this project each budget cycle based on best available data.)

Expected Cash Flow: FY 06-07 = $50,000; FY 07-08 = $50,044; FY 08-09 = $25,467;
FY 09-10 = $31,829; FY 10-11 = $69,419; FY 11-12 = $8,699;
FY 12-13 = $70,000; FY 13-14 = $70,000; FY 14-15 = $70,000;
FY 15-16 = $70,000; FY 16-17 = $70,000; FY 17-18 = $70,000

Expenditure/Category:	Prior Years	Est. Act. 2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	Total
Design/Construction	0	0	0	0	0	0	0	0
Other	$235,458	$ 70,000	$70,000	$70,000	70,000	$70,000	$70,000	$655,458
Total Cost	**$235,458**	**$70,000**	**$70,000**	**$70,000**	**$70,000**	**$70,000**	**$70,000**	**$655,458**

2015 COMPREHENSIVE FACILITIES PLAN



Description: A comprehensive Facilities Plan effort will be implemented in 2015 in accordance with the 2004 Facilities Plan recommended CIP schedule. This plan will consider a 20-year planning horizon and will draw on the most recent plant data, regulatory landscape, and available technology in order to ensure the MWMC continues to meet future regulations, environmental standards, and customer needs.

Status: Planned for future implementation.

Justification: Plan future conveyance and treatment upgrades and/or expansions to meet regulatory requirements, preserve public health and regional water quality standards.

Project Driver: Planning for facilities required to ensure continuing compliance with regulations, and meet customer services expectations in a manner that that will achieve, sustain, and promote balance between community, environmental, and economic needs.

Project Trigger: Planning cycle initiated under the 2004 Facilities Plan.

Project Type: Facilities Plan

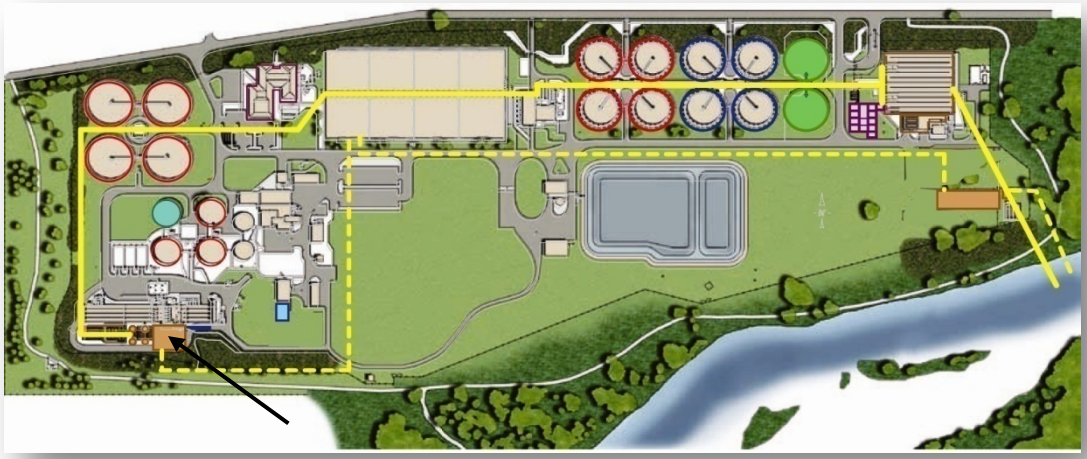
Improvement SDC Eligibility: 21%

Estimated Project Cost: $1,349,000

Expected Cash Flow: FY 13-14 = $0; FY 14-15 = $634,000; FY 15-16 = $659,000

Expenditure/Category:	Prior Years	Est. Act. 2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	Total
Design/Construction	$0	$0	$0	$0	$0	$0	$0	$0
Other	$0	$0	$0	$1,293,000	$0	$0	$0	$1,293,000
Total Cost	**$0**	**$0**	**$0**	**$1,293,000**	**$0**	**$0**	**$0**	**$1,293,000**

INFLUENT PUMPING IMPROVEMENTS AND HEADWORKS EXPANSION



Description: This project provides influent pumping improvements and headworks expansion required to accommodate planning thru year 2025 peak wet weather flow of 277 mgd. Major components include: upgrades to the Willakenzie Pump Station, expansion of the headworks facilities with new screening and grit removal equipment, a new Influent Pump Station at the Water Pollution Control Facility (WPCF), improvements to the regional force main system at two off-site locations, and landscaping upgrades. Due to the time critical nature of this project, it was delivered using a Construction Manager/General Contractor (CM/GC) project delivery process that the Commission approved.

Status: Construction was completed by Wildish at the end of 2009 with some punch list items addressed in 2010. The remaining budgeted project money will help fund improvements to an influent gate system and follow up inspection in 2015 of the pipe-liner (warranty work).

Justification: Improved influent pumping and headworks hydraulic capacity are required to increase total plant influent hydraulic capacity to 277 mgd (the forecasted year 2025 peak flow) and to meet redundancy requirements for pumping and screening.

Project Driver: Ability to provide treatment to peak flows and systematic elimination of sanitary sewer overflows by year 2010.

Project Trigger: Collection system computer model estimates the current wet weather peak flow to plant to be 264 mgd. The 2009 upgrades increased the headworks hydraulic capacity from 175 mgd to 277 mgd (peak flows).

Project Type: 100% Capacity

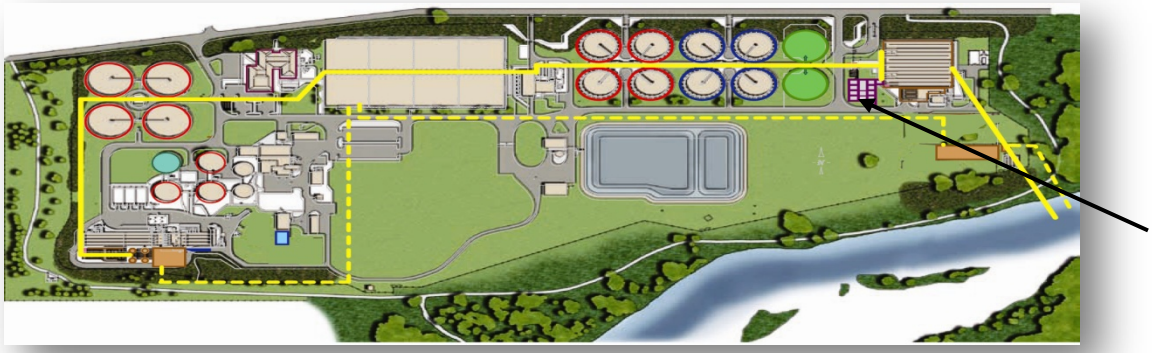
Improvement SDC Eligibility: 38%

Estimated Project Cost: $28,054,000

Expected Cash Flow: FY 05-06 = $16,348; FY 06-07 = $376,293; FY 07-08 = $2,132,064; FY 08-09 = $9,644,009; FY 09-10 = 14,950,783; FY 10-11 = $482,947; FY 11-12 = $135,300; FY 12-13 = $10,000; FY 13-14 = $306,256

Expenditure/Category:	Prior Years	Est. Act. 2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	Total
Design/Construction	$27,737,744	$10,000	$306,256	$0	$0	$0	$0	$28,054,000
Other	$0	$0	$0	$0	$0	$0	$0	$0
Total Cost	**$27,737,744**	**$10,000**	**$306,256**	**$0**	**$0**	**$0**	**$0**	**$28,054,000**

SODIUM HYPOCHLORITE CONVERSION



Description: Convert the chlorine gas system to sodium hypochlorite for the base and wet weather flows. Retain the existing chlorine contact basins for the disinfection process. Install new system with capability for high rate disinfection of primary effluent diversion using dosages of sodium hypochlorite into a new contact basin structure. The new contact basin has been split off of this project and was installed in a different MWMC project (Peak Flow Management Improvements), so the budget for that portion of the project has also been moved. Staff included upgrades of the existing recreational vehicle (RV) wastewater dump station to accommodate boat wastewater dumping in the construction bid documents for the sodium hypochlorite conversion project. The boat wastewater dump modification was designed and grant funded by the Oregon State Marine Board. The project budget below includes $80,000 allocated to the project for the boat wastewater dump that was reimbursed by the state agency after construction was completed.

Status: The converted disinfection system has been in operation since March of 2010. Update as of January 4, 2013: The contractor and vendor (product provider) submitted recommendations to improve the sodium hypochlorite injection/mixing system that deviates from the construction contract documents. The construction re-submittal package is being evaluated by staff.

Justification: Liquid sodium hypochlorite and sodium bisulfite system will replace the existing chlorine and sulfur dioxide gas systems and increase the disinfection capacity from 175 mgd to 277 mgd (peak flows). The high rate disinfection of the primary effluent is a key component of the primary/secondary split treatment process, which is needed for meeting the peak flow capacity needs of the wastewater treatment plant.

Project Driver: Operator and community safety issues and meeting flow capacity requirements for peak flows and year-round final treatment/disinfection.

Project Trigger: Phasing with other related projects and the need to meet peak flow treatment requirements.

Project Type: 50% Capacity; 50% Performance

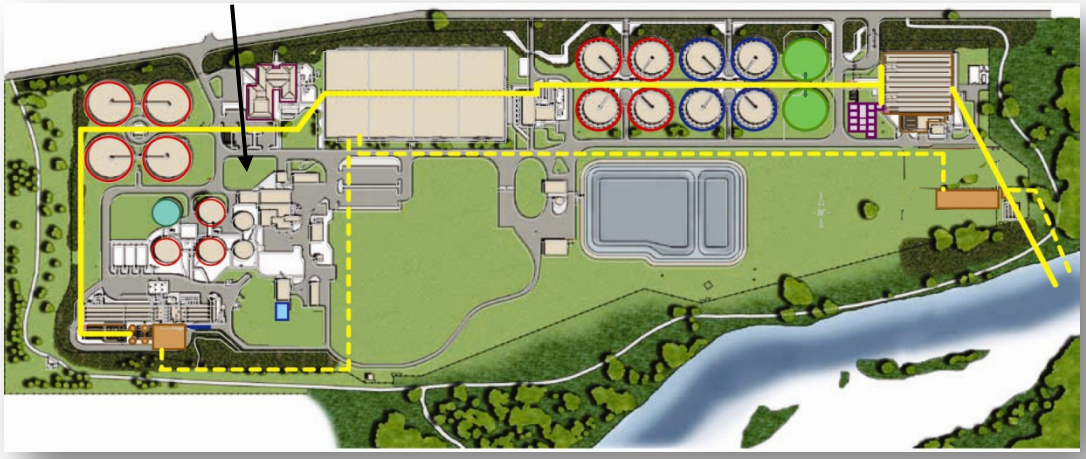
Improvement SDC Eligibility: 25%

Estimated Project Cost: $7.8 million

Expected Cash Flow: FY 06-07 = $1,353; FY 07-08 = $594,520; FY 08-09 = $3,319,347; FY 09-10 = $(102,501); FY 10-11 = $180,326; FY 11-12 = $385,289; FY 12-13 = $461,000; FY 13-14 = $2,960,666

Expenditure/Category:	Prior Years	2012-13 Est. Act.	2013-14	2014-15	2015-16	2016-17	2017-18	Total
Design/Construction	$4,378,334	$461,000	$2,960,666	$0	$0	$0	$0	$7,800,000
Other	$0	$0	$0	$0	$0	$0	$0	$0
Total Cost	**$4,378,334**	**$461,000**	**$2,960,666**	**$0**	**$0**	**$0**	**$0**	$7,800,000

PRIMARY SLUDGE THICKENING



Description: Installation of primary sludge gravity thickening facilities with cover, upgrade primary sludge pumping and piping systems, install supernatant overflow pumping and piping, and thickened sludge piping/pumping to digesters. Also, this project helped with funding related to the treatment plant landscape improvements required for project permits.

Status: As of January of 2013, the project is in the construction and system commissioning phase.

Justification: Optimize digester capacity and performance through provision of thicker sludge feed. Also to thicken sludge in dedicated tank outside of the primary clarifies to increase primary treatment capacity and avoid washout of solids during peak flow event.

Project Driver: Meet class B biosolids requirements during peak two-week solids loading event with all three existing digesters in service.

Project Trigger: Availability of sludge thickening capacity is needed prior to adding a fourth digester.

Project Type: 100% Capacity

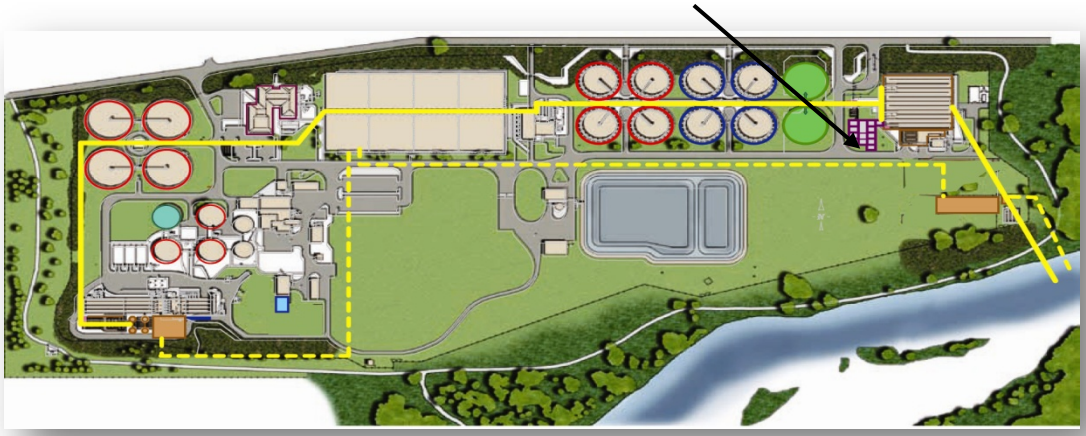
Improvement SDC Eligibility: 65%

Estimated Project Cost: $4,498,000 (Note: The MWMC received a Clean Water State Revolving Fund [CWSRF] loan for the primary sludge thickening project).

Expected Cash Flow: FY 07-08 = $9,730; FY 08-09 = $40,606 FY 09-10 = $501,876; FY 10-11 = $375,533; FY 11-12 = $2,029,935; FY 12-13 = $1,510,000; FY 13-14 = $30,320

Expenditure/Category:	Prior Years	2012-13 Est. Act.	2013-14	2014-15	2015-16	2016-17	2017-18	Total
Design/Construction	$2,957,680	$1,510,000	$30,320	$0	$0	$0	$0	$4,498,000
Other	$0	$0	$0	$0	$0	$0	$0	$0
Total Cost	**$2,957,680**	**$1,510,000**	**$30,320**	**$0**	**$0**	**$0**	**$0**	**$4,498,000**

TERTIARY FILTRATION - PHASE 1



Description: The phased work program will install infrastructure/support facilities for 30 mgd of filters for tertiary filtration of secondary treated effluent. The first phase/project only installed filter system technology sufficient for 10 mgd of treatment. Future projects will install the remaining filter technology. Some of the project funding will support the treatment plant landscape upgrades.

Status: As of January of 2013, the Tertiary Filtration (Phase 1) project is in the warranty phase and the system performance testing phase for the DEQ state revolving fund (SRF) loan.

Justification: Up to 10 mgd of filtration is required in the first phase to meet dry season mass limits, with the need for filtration increasing up to 30 mgd by the end of the planning period (year 2025). The 2004 MWMC Facilities Plan proposes phasing filters on an as-needed basis. Filtration provides high quality secondary effluent and potential Level 4 reuse water. Also, filtration is needed to assist with meeting wet season mass load requirements during peak flow events.

Project Driver: Performance reliability to meet the dry weather NPDES total suspended solids limits of less than 10 mg/L, reuse development, and compliance with effluent limits during peak flow conditions.

Project Trigger: NPDES permit compliance for TSS: Dry weather maximum month flow in excess of 49 mgd. Also, initially to provide higher quality effluent so that reuse can be developed.

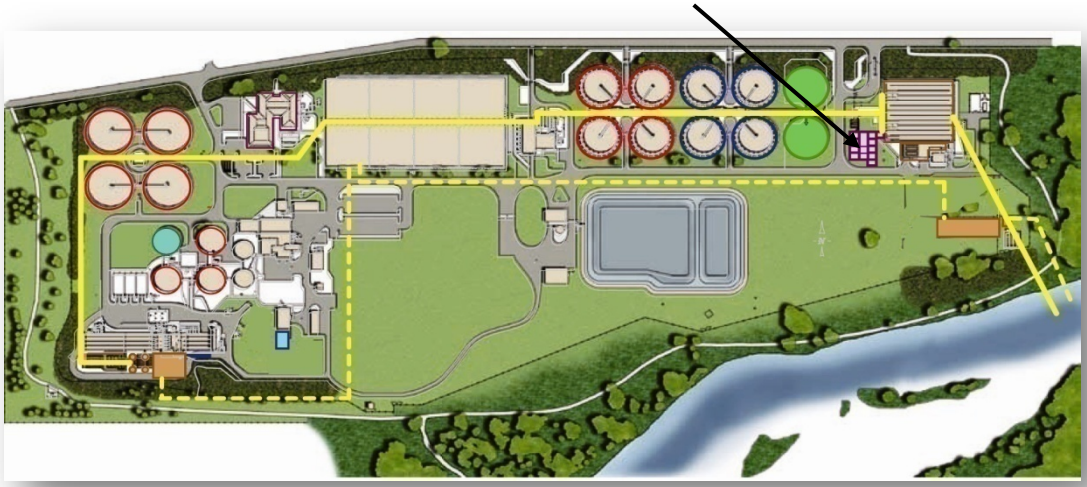
Improvement SDC Eligibility: 42%

Estimated Project Cost: Additional budget reduction from $11,500,000 (through June 30, 2013) to $9,785,656 (Note: Part of the project money will support the treatment plant landscape upgrades. Also, MWMC received a DEQ state revolving fund (SRF) loan for the tertiary filtration project).

Expected Cash Flow: FY 07-08 = $236,186; FY 08-09 = $554,241; FY 09-10 = $647,844; FY 10-11 = $3,534,429; FY 11-12 = $4,097,956; FY 12-13 = $215,000; FY 13-14 = $250,000; FY 14-15 = $250,000

Expenditure/Category:	Prior Years	2012-13 Est. Act.	2013-14	2014-15	2015-16	2016-17	2017-18	Total
Design/Construction	$9,070,656	$215,000	$500,000	$0	$0	$0	$0	$9,785,656
Other	$0	0	$0	$0	$0	$0	$0	$0
Total Cost	**$9,070,656**	**$215,000**	**$500,000**	**$0**	**$0**	**$0**	**$0**	**$9,785,656**

TERTIARY FILTRATION - PHASE 2



Description: The phased work program will install infrastructure/support facilities for 30 mgd of filters for tertiary filtration of secondary treated effluent. Phase 2 is planned to install filter system technology sufficient for another 10 mgd of treatment that will increase the total filtration capacity to 20 mgd. The Phase 3 project will install the remaining filtration technology to meet the capacity needs identified in the 2004 MWMC Facilities Plan.

Status: Tertiary Filtration (Phase 2) project is anticipated to start design development in 2013. The MWMC has an existing equipment agreement (ending October 2017) to allow for additional filtration equipment at a defined price.

Justification: The 2004 MWMC Facilities Plan proposes phasing filters on a phased work program. Filtration provides high quality secondary effluent to help meet permit requirements and potential level 4 reuse water.

Project Driver: Performance reliability to meet the dry weather NPDES total suspended solids limits of less than 10 mg/L, reuse development, and compliance with effluent limits during peak flow conditions.

Project Trigger: NPDES permit compliance for TSS (total suspended solids): Dry weather maximum month flow in excess of 49 mgd. Also, provide higher quality effluent so that reuse can be developed.

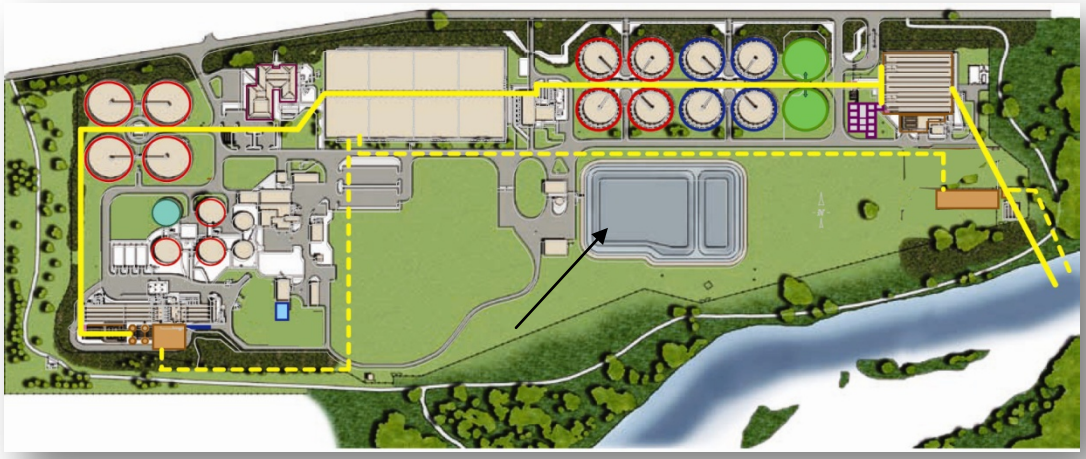
Improvement SDC Eligibility: 42%

Estimated Project Cost: $8,910,000

Expected Cash Flow: FY 13-14 = $2,400,000; FY 14-15 = $6,300,000; FY 15-16 = $210,000

Expenditure/Category:	Prior Years	2012-13 Est. Act.	2013-14	2014-15	2015-16	2016-17	2017-18	Total
Design/Construction	$0	$0	$3,000,000	$5,910,000	$0	$0	$0	$8,910,000
Other	$0	$0	$0	$0	$0	$0	$0	$0
Total Cost	**$0**	**$0**	**$3,000,000**	**$5,910,000**	**$0**	**$0**	**$0**	**$8,910,000**

WPCF ONSITE LAGOON



Description: This project decommissions the existing biosolids lagoon at the Water Pollution Control Facility (WPCF) and adds solids handling facilities to manage biosolids during digester cleaning events.

Status: Planning stage.

Justification: The lagoon was constructed in 1979 as a temporary biosolids storage facility while the Biosolids Management Facility was under construction. Since that time it has also served as a temporary storage lagoon to support digester cleaning operations. However, the lagoon no longer serves the purpose for which it was originally constructed and does not meet current design standards for wastewater lagoons.

Project Driver: The lagoon can no longer provide the biosolids capacity for which it was intended nor cost effectively continue to support digester cleaning operations. The lagoon is almost full of accumulated rainwater and residual solids. Therefore, the decision was made to decommission the lagoon and provide up to date facilities to support digester cleaning operations.

Project Trigger: The lagoon no longer functions as originally designed

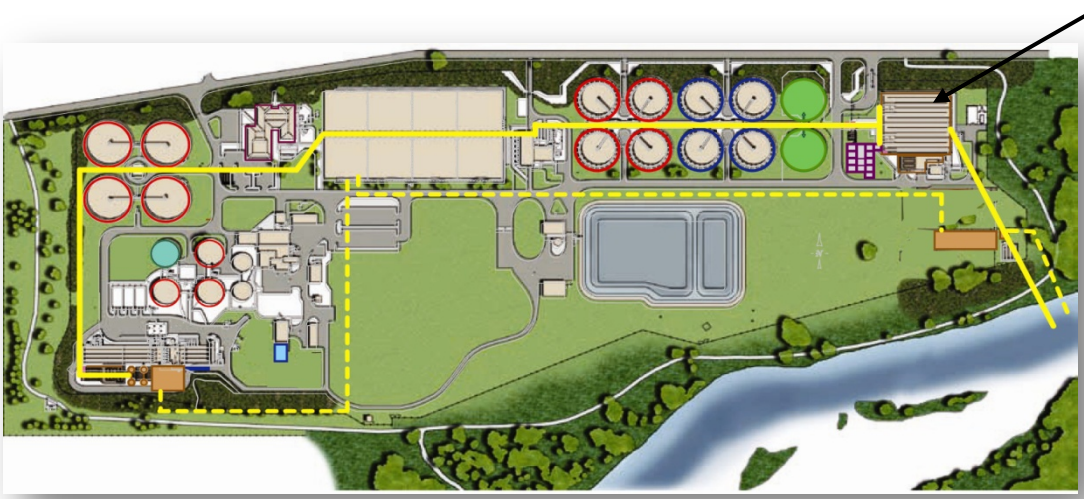
Estimated Project Cost: $5,000,000

Improvement SDC Eligibility: To be determined

Expected Cash Flow: FY 13-14 = $1,500,000, FY 14-15 = $3,500,000

Expenditure/Category:	Prior Years	2012-13 Est. Act.	2013-14	2014-15	2015-16	2016-17	2017-18	Total
Design/Construction	$0	$0	$1,500,000	$3,500,000	$0	$0	$0	$5,000,000
Other	$0	$0	$0	$0	$0	$0	$0	$0
Total Cost	**$0**	**$0**	**$1,500,000**	**$3,500,000**	**$0**	**$0**	**$0**	**$5,000,000**

THERMAL LOAD MITIGATION – PRE-IMPLEMENTATION



Description: This project includes the phased recycled water planning effort and feasibility studies, study and planning of associated thermal load mitigation measures such as riparian shading and water quality trading credit activities, and permit negotiation and legal strategy related to the temperature TMDL and NPDES permit renewal.

Status: Currently in feasibility study and assessment of conceptual recycled water use projects and ongoing permit and TMDL compliance coordination.

Justification: Provides planning of infrastructure, projects, and collaborative agreements needed so that thermal loads are reduced on the Willamette River while providing additional environmental and community benefits.

Project Driver: Address NPDES permit thermal load compliance related to Willamette River total maximum daily loads (TMDL) temperature requirements.

Project Trigger: Compliance with Oregon DEQ TMDL settlement requirement.

Project Type: 100% Performance

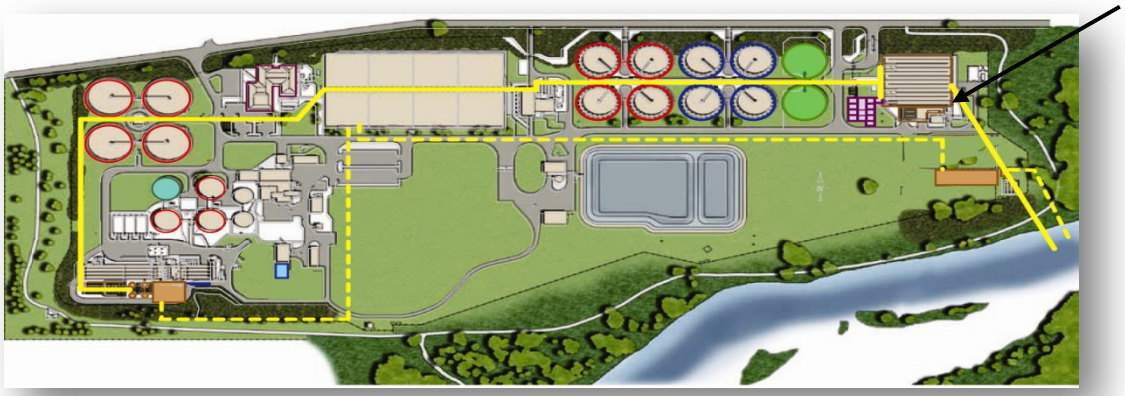
Improvement SDC Eligibility: 26%

Estimated Project Cost: $750,000

Expected Cash Flow: FY 12-13 = $0; FY 13-14 = $ 700,000; FY 14-15 =$50,000

Expenditure/Category:	Prior Years	Est. Act. 2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	Total
Design/Construction	$ 0	$ 0	$0	$0	$ 0	$ 0	$ 0	$ 0
Other	$ 0	$ 0	$700,000	$50,000	$ 0	$ 0	$ 0	$750,000
Total Cost	**$ 0**	**$ 0**	**$700,000**	**$50,000**	**$ 0**	**$ 0**	**$ 0**	**$750,000**

THERMAL LOAD MITIGATION – IMPLEMENTATION 1



Description: This project implements thermal load mitigation projects strategized for regulatory compliance and additional environmental and community benefits. The projects will include recycled water use expansion at MWMC and/or community partner facilities, riparian shade projects (initially being implemented on Cedar Creek and Springfield Mill Race), and potentially water quality trading credit strategies through shade credit investments and collaborative partnerships for permit compliance.

The recycled water projects under consideration include: Class D storage and use at the Biocycle Farm and Beneficial Reuse Site and Class C industrial use at neighboring aggregate company facilities. Project components may include additional treatment, disinfection, pumping, pipeline, and distribution/irrigation systems.

Status: Riparian shade projects are currently being implemented under a 25-year contract agreement with The Freshwater Trust. Recycled water piping to connect the WPCF with industrial aggregate facilities was installed in 2011. Additional construction needs are under study.

Justification: Implementation of the thermal load compliance strategy developed under pre-implementation planning phase.

Project Driver: Address NPDES permit thermal load compliance related to Willamette River total maximum daily loads (TMDL) temperature requirements.

Project Trigger: Compliance with Oregon DEQ TMDL settlement requirement.

Project Type: 100% Performance

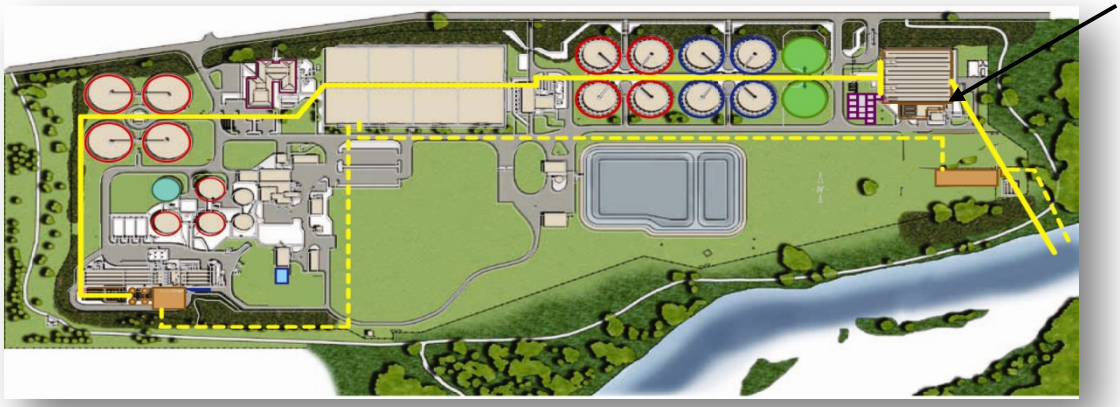
Improvement SDC Eligibility: 26%

Estimated Project Cost: $13,950,000

Expected Cash Flow: FY 12-13 = $0; FY 13-14 = $ 700,000; FY 14-15 =$2,750,000; FY 15-16 = $6,000,000; FY 16-17= $4,000,000; FY 17-18=$500,000

Expenditure/Category:	Prior Years	Est. Act. 2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	Total
Design/Construction	0	0	700,000	$2,750,000	$6,000,000	$4,000,000	$500,000	$13,950,000
Other	0	0	0	0	0	0	0	0
Total Cost	**$ 0**	**$ 0**	**700,000**	**$2,750,000**	**$6,000,000**	**$4,000,000**	**$500,000**	**$13,950,000**

THERMAL LOAD MITIGATION – IMPLEMENTATION 2



Description: This project anticipates future expansion of recycled water uses, riparian restoration, and/or other thermal load and watershed management strategies for regulatory compliance and environmental and community benefits. These projects are subject to the outcomes of the regulatory scenarios and goals associated with changing conditions of TMDL implementation, community and climatic factors, and emerging water quality/quantity needs.

Status: To be planned.

Justification: Ongoing fulfillment of thermal load mitigation strategic plans.

Project Driver: Address NPDES permit thermal load compliance related to Willamette River total maximum daily loads (TMDL) temperature requirements, other emerging water quality regulatory drivers, and community needs.

Project Trigger: Compliance with NPDES discharge permit.

Project Type: 100% Performance

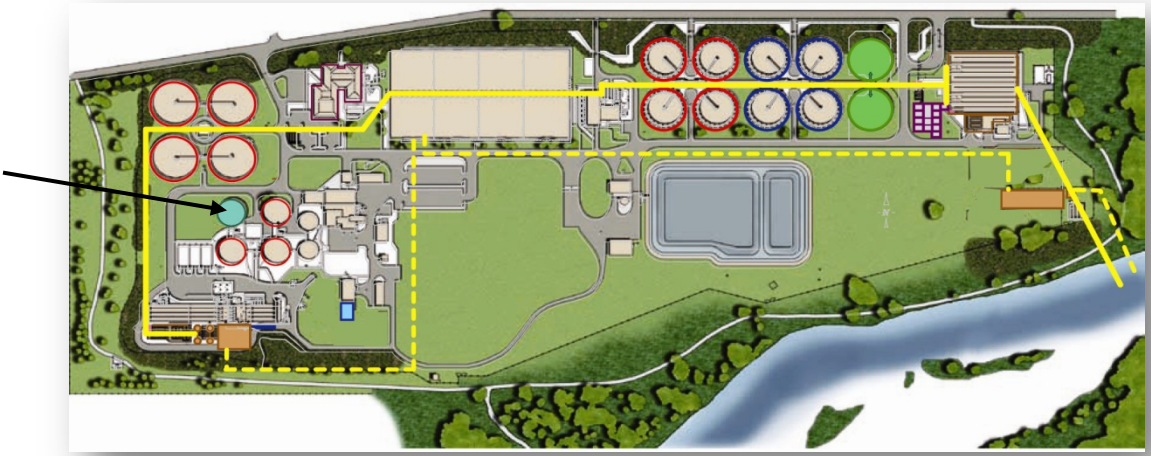
Improvement SDC Eligibility: 26%

Estimated Project Cost: $3,000,000 (plus up to $14,114,000 anticipated project need in the out-years and beyond for a total project cost of $17,114,000). FY 18-19

Expected Cash Flow: FY 17-18= $3,000,000; FY 18-19 = $3,450,000, FY 19-20+ = $10,664,000

Expenditure/Category:	Prior Years	Est. Act. 2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	Total
Design/Construction	0	0	0	$0	$0	$0	$3,000,000	$3,000,000
Other	0	0	0	0	0	0	0	0
Total Cost	**$ 0**	**$ 0**	**0**	**$0**	**$0**	**$0**	**$3,000,000**	**$3,000,000**

INCREASE DIGESTION CAPACITY



Description: Installation of a fourth conventional high rate digester for expanded production of Class B biosolids. This project also includes landscaping.

Status: Planning stage with the exception of the landscaping portion, per the 2004 Facilities Plan landscaping budget allocations. The landscaping potion was completed in FY12-13.

Justification: Continue to meet the requirements for Class B digestion with the ability to take one digester out of service for cleaning.

Project Driver: Addresses anaerobic digestion capacity needs. The 2004 MWMC Facilities Plan considers an option to upgrade the existing digestion process to meet Class A biosolids standards as a strategy to secure a wider range of beneficial end-use options and increase program flexibility. Since that time, the MWMC has effectively expanded beneficial application of Class B biosolids with expansion of the Biocycle Poplar Plantation, and through working with private sector end-users.

Project Trigger: Recent observations indicate that expanded digestion facilities will not be needed before 2017 or perhaps later. The project trigger depends on projected loading and other factors including the effectiveness of new primary sludge thickening, expansion of the Waste Activated Sludge thickening facilities, and digester cleaning protocols and schedules. These factors will be studied under the Partial Facilities Plan Update. However, it is important to note that the landscaping portion of this project was implemented in FY 11-12 and completed in FY 12-13.

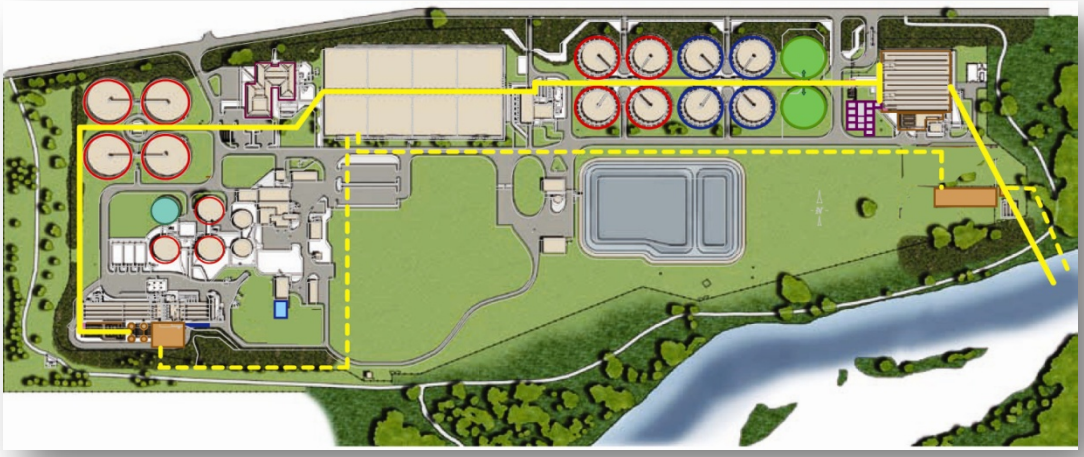
Improvement SDC Eligibility: 54%

Estimated Project Cost: $9,358,000 (note: The non-landscape portion of the estimated project cost was moved forward two years in the schedule. That portion of the estimated cost was adjusted for inflation using a rate of 4 percent per year).

Expected Cash Flow: FY 11-12 = $139,028; FY 12-13 = $44,072; FY 13-14 = $0; FY 14-15 = $0
FY 15-16 = $3,169,000; FY 16-17 = 6,005,900

Expenditure/Category:	Prior Years	Est. Act. 2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	Total
Design/Construction	$139,028	$44,072	$0	$0	$3,169,000	$6,005,900	$0	$9,358,000
Other	$0	$0	$0	$0	$0	$0	$0	$0
Total Cost	**$139,028**	**$44,072**	**$0**	**$0**	**$3,169,000**	**$6,005,900**	**$0**	**$9,358,000**

WASTE ACTIVATED SLUDGE THICKENING



Description: This project provides a third gravity belt thickener (GBT) and associated at-grade building improvements. The project also includes landscaping. The landscaping component was initiated and completed in FY 11-12.

Status: Planning stage with the exception of landscaping (in keeping with the 2004 Facilities Plan landscaping budget allocations, funding from this project was made available in FY 11-12 to accommodate staging of the plant-wide integrated landscape plan).

Justification: Provides additional capacity for Waste Activated Sludge (WAS) thickening to better optimize digester capacity.

Project Driver: Additional capacity to provide WAS thickening with one unit offline at upper limit flow projections. Nitrification required by the NPDES permit and increasing wastewater flows and loads generates more WAS solids. A secondary benefit is to provide ability to conduct recuperative thickening so that the need for additional digestion volume can potentially be deferred.

Project Trigger: Exceeding solids and hydraulic loading rate design criteria. The latest evaluations of need for WAS thickening indicates a need by about 2017 or later. After the secondary treatment modifications are completed and operational for a time, the timing of need for this project should be reevaluated.

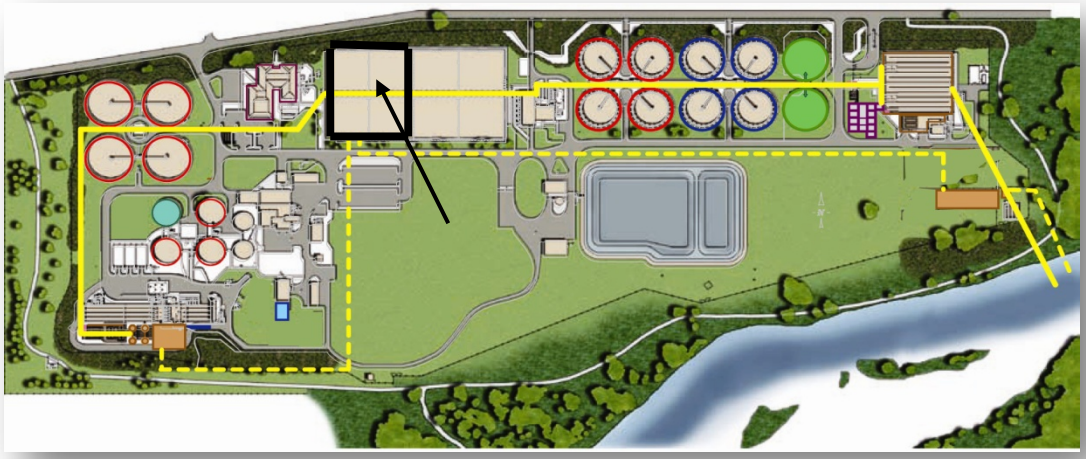
Estimated Project Cost: $4,282,000 (note: The non-landscape portion of the estimated project cost was moved forward in the schedule to begin in FY 15-16. That portion of the estimated cost was adjusted for inflation using a rate of 4 percent per year).

Improvement SDC Eligibility: 100%

Expected Cash Flow: FY 11- 12 = $76,597; FY 12-13 = $0; FY 13-14 = $ 0; FY 14-15 = $0; FY 15-16 = 1,325,403; FY 16-17 = 2,880,000

Expenditure/Category:	Prior Years	Est. Act. 2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	Total
Design/Construction	$76,597	$0	0$	$0	$1,325,403	$2,880,000	$0	$4,282,000
Other	$0	$0	$0	$0	$0	$0	$0	$0
Total Cost	**$76,597**	**$0**	**$0**	**$0**	**$1,325,403**	**$2,880,000**	**$0**	$4,282,000

AERATION BASIN IMPROVEMENTS – PHASE 2



Description: Aeration Basin (Phase 2): Add step feed, anoxic selectors, and fine bubble diffusers to 4 of the 8 cells of the aeration basins and make hydraulic improvements. This project was originally the North Aeration Basin Improvements project; however the Phase 1 study/design phase showed that improvements to the four eastern most basins as a first phase would allow for better hydraulics and more operational flexibility.

Status: The Aeration Basin (Phase 2) project is anticipated to start design development in 2016.

Justification: Increase the dry weather aeration basin treatment capacity with respect to ammonia (with nitrification) and increase the wet weather treatment capacity.

Project Driver: National Pollution Discharge Elimination System (NPDES) permit includes ammonia limit requiring nitrification in dry weather and expansion of wet weather capacity to treat wet weather flows to meet NPDES permit monthly and weekly suspended solids limits.

Project Trigger: Address water quality requirements (need to evaluate the upcoming MWMC NPDES permit renewal requirements).

Project Type: 50% Capacity; 50%Performance

Improvement SDC Eligibility: 59%

Estimated Project Cost: $11,150,000

Expected Cash Flow: FY 16-17 = $1,445,000; FY 17-18 = $7,600,000; FY 18-19 = $2,105,000

Expenditure/Category:	Prior Years	2012-13 Est. Act.	2013-14	2014-15	2015-16	2016-17	2017-18	Total
Design/Construction	$0	$0	$0	$0	$0	$2,150,000	$9,000,000	$11,150,000
Other	0	0	0	0	0	0	0	0
Total Cost	**$0**	**$0**	**$0**	**$0**	**$0**	**$2,150,000**	**$9,000,000**	**$11,150,000**