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**Hood River City Council**  
211 Second St.  
Hood River, OR 97031  
(541) 386-1488  
[www.cityofhoodriver.gov](http://www.cityofhoodriver.gov)

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May 10, 2021

**AGENDA**

6:00 p.m.

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Councillors:	Mark Zanmiller (President)	Kate McBride, Mayor	Megan Saunders	Tim Counihan
	Jessica Metta		Erick Haynie	Gladys Rivera

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*All public meeting locations are accessible. Please let the City Recorder know if you will need any special accommodations to attend any meeting. Call (541) 387-5212 for more information. Oregon Relay Service 1-800-735-2900*

The City of Hood River is taking steps to limit exposure and spread of COVID-19 (novel coronavirus). In support of state and federal guidelines for social distancing, the City of Hood River will hold this meeting by using Zoom Conferencing.

**Please use the following phone number or video link:**

<https://us02web.zoom.us/j/87475696829>

(253) 215 8782

**Meeting ID: 874 7569 6829**

Members of City Council and City staff will participate by Zoom, they will not be on site at City Hall during the meeting. The audio recording of the meeting will be posted shortly after the meeting on the City's website. Please check the City's website for the most current status of planned public meetings.

<https://cityofhoodriver.gov/administration/meetings/>

**I CALL TO ORDER – Cell Phone Reminder**

Land Acknowledgement Statement and Pledge of Allegiance

**RECESS TO CONSIDER URBAN RENEWAL AGENDA**

**II BUSINESS FROM THE AUDIENCE**

Hood River City Council encourages community members to talk about issues important to them. If you wish to speak during "Business from the Audience", there are two options to choose from:

1. Submit written comments to the City Recorder at [j.gray@cityofhoodriver.gov](mailto:j.gray@cityofhoodriver.gov) by Monday, May 10, no later than 12 noon in order to distribute to the City Council in one packet for review by 3pm. All comments will be added to the record.
2. To address Council during Business for the Audience, email the request (name of speaker and topic) to [j.gray@cityofhoodriver.gov](mailto:j.gray@cityofhoodriver.gov) by Monday, May 10, no later than 12 noon. Please specify the topic your testimony addresses. Testimony will go in order of requests received. Attendees that have registered will be unmuted by the IT Administrator for 3 minutes to address Council. Public comment will be by audio only. At the Mayors discretion, public comments may be received prior to a specific topic of relevance during the meeting.

- III PUBLIC HEARINGS**  
1. Q3 Supplemental Budget, Resolution 2021-05 W. Norris Pages 3-8

### **WORK SESSION**

**IV OPEN WORK SESSION**

**V AGENDA ADDITIONS OR CORRECTIONS**

**VI DISCUSSION ITEMS**

1. Enterprise Zone Renewal, W. Norris, Alice zaWitt (20 mins.) Pages 9-16
2. Council Work Plan Project Update – Safe Routes to School, J. Skloven-Gill, J. Kaden (20 mins.) Pages 17-29
3. Council Work Plan Project Scope – Historic Columbia Highway, D. Nilsen (20 mins.) Pages 30-35

**VII ADJOURN WORK SESSION**

### **REGULAR COUNCIL MEETING**

**I OPEN REGULAR COUNCIL MEETING**

**II AGENDA ADDITIONS OR CORRECTIONS**

**III CONSENT AGENDA**

These items are considered routine and/or have been discussed by Council in Work Session. They will be adopted by one motion unless a Councilor or person in the audience requests, before the vote on the motion, to have an item considered at its regular place on the agenda.

1. Council Meeting Minutes – April 12, 2021 and April 26, 2021 Pages 36-58
2. OLCC Permit Application Approval Pages 59-61  
– Northwave Inc. 400 Portway, Suite 12

**IV REGULAR BUSINESS ITEMS**

1. Third Quarter Financial Performance Report, W. Norris (10 mins.) Pages 62-63

**V CITY RECORDER**

1. Reading of Ordinance 2062 Transportation System Plan for the second time by title only

**VI MAYOR**

**VII COUNCIL CALL**

**VIII ADJOURN REGULAR MEETING**

# CITY COUNCIL AGENDA ITEM COVER SHEET

**Meeting Date:** May 10, 2021  
**To:** Honorable Mayor and Members of the City Council  
**From:** Will Norris, Finance Dir. / Asst. City Manager  
**Subject:** Q3 Supplemental Budget - Res. 2021-05

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## Background

On June 8th, 2020, the Hood River City Council adopted the appropriations resolution governing the City's Adopted Budget for Fiscal Year (FY) 2020-21. Routinely mid-year changes in revenue or operating conditions require appropriation adjustments. ORS 294.471 allows the governing body of a municipal corporation to adopt a Supplemental Budget by ordinance or resolution. The City of Hood River has customarily grouped necessary adjustments as needed into quarterly supplemental budgets. This allows all adjustments to be considered in context of one another and their cumulative impact on the City finances. The attached Supplemental Budget, Resolution 2021-05, makes the following adjustments:

### GENERAL FUND

*Engineering Appropriations Increase* \$ 200,000

The General Fund engineering program performs development review and is the cost center for general Engineering activities that cannot be discretely assigned to a capital project or utility fund. Examples include updating standards, developing capital improvement plans, and work associated with the transition involving the recent change in development engineering consultants. The Engineering Program's expenses are partially offset by development fees.

The Engineering Program requires an appropriation increase to ensure it does not exceed budget. This over expenditure has been included in prior quarterly reports to City Council and is accommodated in the FY2021-22 Proposed Budget. The estimated over expenditure is \$131,000. However, the Supplemental Budget adds \$200,000 in appropriations to account for sometimes wide variability in Engineering Program expenses. Engineering Program revenues are also trending over budget by about \$30,000.

### WATER FUND

*Adjustment for PERS Side Account* \$ 1,599

The Supplemental Budget makes a minor budget adjustment to match the actual amount contributed to the City's PERS Side Account established in July, 2020.

### SEWER FUND

*Adjustment for PERS Side Account* \$ 5,479

The Supplemental Budget makes a minor budget adjustment to match the actual amount contributed to the City's PERS Side Account established in July, 2020.

STORMWATER FUND

*Riverside Stormwater Line & PERS Side Account Adjustment* \$ 1,801,257

The Supplemental Budget recognizes DEQ Financing (\$600k) and contract services payment from the Urban Renewal Agency (\$1,200,000) for the Riverside Dr. Stormwater Line replacement in the Waterfront District.

The Supplemental Budget also makes a minor budget adjustment to match the actual amount contributed to the City's PERS Side Account established in July, 2020.

RESTRICTED REVENUE FUND

*Riverside Stormwater Line & PERS Side Account Adjustment* \$ 100,000

The City of Hood River accounts for the 25% of lodging tax receipts dedicated to Tourism Promotion in the Tourism Promotion sub-Fund of the Restricted Revenue Fund. These monies are remitted to the Chamber of Commerce per City contract. The recent recovery in lodging tax receipts necessitates both higher revenues and higher remittance to the Chamber of Commerce in this Supplemental Budget.

AGENCY FUND

*Mosier Water and Sewer Billing* \$ 275,000

The City of Hood River executed an intergovernmental agreement with the City of Mosier to read, calculate, bill, receive, and remit their community's utility charges. The City received \$30,564 for the first year of these services and will be paid 3.7% of Mosier's utility revenues thereafter. The Supplemental Budget creates an Agency Fund to segregate Mosier's utility revenues from the City's finances.

**Staff Recommendation:** Adopt Resolution No. 2021-05, a Supplemental Budget, to make appropriations and adjust the adopted budget for Fiscal Year 2020-21.

**Suggestion Motion:** "I move that City Council approve Resolution 2021-05, to make appropriations and adjust the adopted budget for Fiscal Year 2020-21."

**Alternatives:**

- Request additional information from staff
- Do not approve the Supplemental Budget

**Fiscal Impact:**

The attached resolution identifies the adjusted amounts.

**Attachments:**

Resolution No. 2021-05

**RESOLUTION 2021-05**  
**A Resolution Adopting a Supplemental Budget for**  
**Fiscal Year 2020-21 for the City of Hood River**

WHEREAS, ORS 294.471(1)(a) allows the governing body of a municipal corporation to make one or more supplemental budgets if an occurrence or condition that is not ascertained when preparing the original budget or a previous supplemental budget for the current year or current budget period requires a change in financial planning;

**NOW, THEREFORE, BE IT RESOLVED**, by and through the City of Hood River meeting in regular session, the City of Hood River City Council hereby adopts the following supplemental budget, makes appropriations, and adjusts the Fiscal Year 2020-21 Budget as follows:

	Current Budget	Increase / Decrease	Revised Budget
<b>GENERAL FUND</b>			
Beginning Balance	3,544,477		3,544,477
Revenues	8,699,881		8,699,881
Transfers-In	0		0
<b>Total Resources</b>	<b>12,244,358</b>		<b>12,244,358</b>
Police	2,683,455		2,683,455
Fire	3,869,154		3,869,154
Parks	583,563		583,563
Planning	649,635		649,635
City Council	24,745		24,745
Engineering	166,676	200,000	366,676
Municipal Court	142,872		142,872
Parking	532,193		532,193
Non-Department	470,850		470,850
Debt Service	0		0
Transfers	371,230		371,230
Special Payments	754,595		754,595
Contingency	243,000	(200,000)	43,000
<b>Total Appropriations</b>	<b>10,491,968</b>		<b>10,491,968</b>
Unappropriated/Reserved Balance	1,752,390		1,752,390
<b>Total Requirements</b>	<b>12,244,358</b>		<b>12,244,358</b>

**Summary:** Reduction to budgeted contingency for increased Engineering contract services expenses

<b>WATER FUND</b>			
Beginning Balance	3,643,134		3,643,134
Revenues	3,182,062		3,182,062
Transfers-In	0		0
<b>Total Resources</b>	<b>6,825,196</b>		<b>6,825,196</b>
Operations	3,186,756		3,186,756
System Development Charges	0		0

USDA Waterline Debt Reserve	0		0
Water Reserve - Equip. Replacement	0		0
Debt Service	886,777		886,777
Transfers	0		0
Special Payments	84,249	1,599	85,848
Contingency	125,000	(1,599)	123,401
<i>Total Appropriations</i>	<u>4,282,782</u>		<u>4,282,782</u>
Unappropriated/Reserved Balance	<u>2,542,414</u>		<u>2,542,414</u>
<b>Total Requirements</b>	<b>6,825,196</b>		<b>6,825,196</b>

**Summary:** Adjustment of budget to actual for the Water Fund's proportional contribution to the City's PERS Side Account

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**SEWER FUND**

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Beginning Balance	5,397,805		5,397,805
Revenues	6,266,289		6,266,289
Transfers-In	148,218		148,218
<b>Total Resources</b>	<u>11,812,312</u>		<u>11,812,312</u>
Operations			
Distribution	3,343,427		3,343,427
Waste Water Treatment Plant	4,901,498		4,901,498
Systems Development Charges	400,000		400,000
USDA SLARRA	650,000		650,000
USDA Indian Creek Debt Reserve	0		0
Debt Service	433,638		433,638
Transfers	148,218		148,218
Special Payments	46,639	5,479	52,118
Contingency	160,000	(5,479)	154,521
<i>Total Appropriations</i>	<u>10,083,420</u>		<u>10,083,420</u>
Unappropriated/Reserved Balance	<u>1,728,892</u>		<u>1,728,892</u>
<b>Total Requirements</b>	<b>11,812,312</b>		<b>11,812,312</b>

**Summary:** Adjustment of budget to actual for the Sewer Fund's proportional contribution to the City's PERS Side Account

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**STORMWATER FUND**

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Beginning Balance	278,930		278,930
Revenues	613,409	1,800,000	2,413,409
Transfers-In	0		0
<b>Total Resources</b>	<u>892,339</u>		<u>2,692,339</u>
Operations	476,276	1,800,000	2,276,276
Systems Development Charges	0		0
Debt Service	28,870		28,870
Transfers	0		0
Special Payments	22,943	1,257	24,200

Contingency	110,000	(1,257)	108,743
<i>Total Appropriations</i>	638,089		2,438,089
Unappropriated/Reserved Balance	254,250		254,250
<b>Total Requirements</b>	<b>892,339</b>		<b>2,692,339</b>

**Summary:** Recognize DEQ Loan Proceeds and Urban Renewal Agency payment toward the Riverside Stormwater Line relocation project offset by an increase to capital appropriations for the Riverside Stormwater Line project. Adjustment of budget to actual for the Water Fund's proportional contribution to the City's PERS Side Account

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**RESTRICTED REVENUE FUND**

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Beginning Balance	919,146		919,146
Revenues	2,606,395	100,000	2,706,395
Transfers-In	0		0
<b>Total Resources</b>	<b>3,525,541</b>		<b>3,625,541</b>
Building Program	681,918		681,918
LID Assessments	34,724		34,724
Small Grants	39,542		39,542
Fire General Obligation Bonds	0		0
Tourist Promotion Fund	423,187	100,000	523,187
CET - Local Program	0		0
CET - Development Incentives	0		0
CET - State OHCS Distribution	53,608		53,608
AFT Air Pack Grant	617,232		617,232
Debt Service	820,608		820,608
Transfers	0		0
Special Payments	41,241		41,241
Contingency	597,161		597,161
<i>Total Appropriations</i>	3,309,221		3,409,221
Unappropriated/Reserved Balance	216,320		216,320
<b>Total Requirements</b>	<b>3,525,541</b>		<b>3,625,541</b>

**Summary:** Improving lodging tax collections necessitate an increased appropriations for remittance of the 25% of the tax dedicated for tourism promotion to the Hood River Chamber of Commerce

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**AGENCY FUND**

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Beginning Balance	0		0
Revenues	0	275,000	275,000
Transfers-In	0		0
<b>Total Resources</b>	<b>0</b>		<b>275,000</b>
Mosier Sewer Billing	0	160,000	160,000
Mosier Water Billing	0	115,000	115,000
<i>Total Appropriations</i>	0		275,000

Unappropriated/Reserved Balance	0	0
<b>Total Requirements</b>	<b>0</b>	<b>275,000</b>

**Summary:** New Agency Fund to segregate Mosier Utility Billings collected by the City of Hood River and their remittance to the City of Mosier

Approved by the City of Hood River City Council on this 10th day of May 2021, to take effect immediately

\_\_\_\_\_  
Kate McBride, Mayor

ATTEST:

\_\_\_\_\_  
Jennifer Gray, City Recorder



# CITY COUNCIL AGENDA ITEM COVER SHEET

**Meeting Date:** May 10, 2021

**To:** Honorable Mayor and Members of the City Council

**From:** Alice zaWitt, MCEDD Zone Manager  
Will Norris, Finance Dir. / Asst. City Manager

**Subject:** Enterprise Zone Redesignation – Discussion Item

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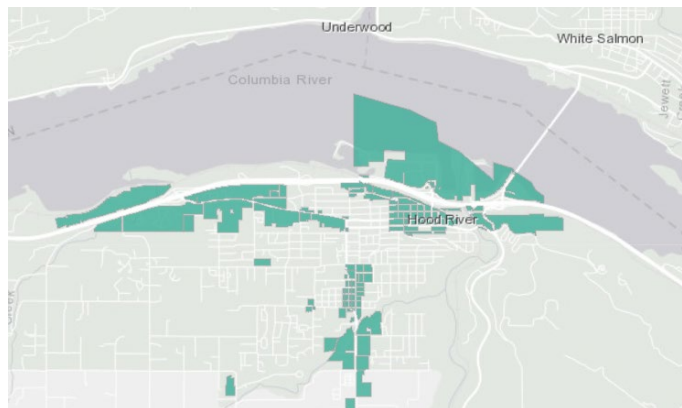
## Key Question(s):

Should the City retain the existing enterprise zone boundaries and eligibility standards to the extent possible or make modifications. Cascade Locks and Hood River County have chosen to exclude Hotel, Motel, and Resort businesses in the next iteration of the Enterprise Zone. The City Council may also remove geographic areas from the zone.

## Background:

Enterprise Zones are an economic development tool available to local governments in Oregon. The tool provides property owners with a property tax exemption as an inducement to develop within geographically defined zones. There are seventy-four (74) active enterprise zones in Oregon. Qualified investments include new buildings, additions, and equipment/machinery. Land, existing property, and minor items of personal property do not qualify. Retail, construction, financial, and certain other activities are also explicitly ineligible. Business Oregon regulates the enterprise zone program under [state statute](#) and enforces minimum standards for designation of a zone. Local governments, also referred to as Zone Sponsors, can further limit the boundaries, target sectors, or otherwise add qualifications for local enterprise zone tax abatements.

Cascade Locks first sponsored an enterprise zone in 1998. This zone was expanded to include the City and County of Hood River geographically and as co-zone sponsors in 2003. Most, if not all, of the City of Hood River's commercial and industrial zoned properties are within the enterprise zone (see image to the right). The zone also extends into the upper valley. A complete map of the full district is on [Business Oregon's website](#).



Mid-Columbia Economic Development District (MCEDD) has administered the joint zone since at least 2010. MCEDD accepts and processes zone applications and reports zone activity to the Hood River County Assessor and Business Oregon. All zone applications

exceeding 3-years of tax abatement are approved by the governing board of the relevant zone sponsor. In the City of Hood River this is the Hood River City Council.

Hood River County, the Cities of Hood River and Cascade Locks, the Port of Cascade Locks and the Port of Hood River have all agreed to initiate the redesignation of the Cascade Locks/Hood River Enterprise Zone covering parts of Hood River County. The current designation was made effective on July 1, 2010, and sunsets on June 30, 2021. The City of Hood River moved to initiate redesignation of the Cascade Locks/Hood River Enterprise Zone on December 14, 2020.

## **Discussion:**

The State of Oregon's enterprise zone program requires that a zone exhibit economic hardship, in at least one of the following measures:

- Unemployment rate, two percentage points or more above the statewide rate
- Income level of 80 percent or less of the equivalent income level for the state in terms of per capita, median household or comparable figures
- Percentage of persons or families below the federal poverty level that is at least five percentage points higher than the statewide poverty incidence rate, or
- Ten-year change in population that is at least 15 percentage points below the state's corresponding population change.

Compared to the original zone designation, Hood River County's measures of economic hardship have diminished drastically, and in many instances the County is in a stronger economic position than the State as whole using 2019 American Community Survey data. Because of this several census block groups are ineligible to be included in the redesignated enterprise zone. The attached map shows an overlay of the currently eligible areas in the City of Hood River compared to the existing enterprise zone. A digital map that shows updated eligibility across the entire zone is available to view at <https://arcg.is/1SWS45>.

### Hotel/Motel/Resort Inclusion

When re-designating the enterprise zone, sponsors may exercise the option to allow qualified property of hotel, motel and resort businesses to receive the standard property tax exemption. Besides investments in lodgings, this can cover other activities or amenities for overnight guests in more resort-like settings. Each city selects if they would like to allow hotel-resort to receive enterprise zone benefits in their jurisdiction. This does not need to be uniform across the zone, with Hood River County and Cascade Locks having already elected not to allow hotel, motel, and resort businesses to be eligible for the zone.

The election to allow hotel-resort businesses to be eligible in the zone may be revisited or revised only at the time of redesignation and during the first six months after the designation takes effect. A decision made now and adopted in June can be changed through the end of 2021. The sponsor may rescind the hotel-resort option at any time while the zone exists.

### Tax Lot Inclusion

As discussed above, the boundaries of areas eligible for inclusion in the enterprise zone have shrunk since the last designation in 2010. Working within the eligible boundaries,

the City may identify parcels to include in the redesignated enterprise zone. In the redesignation process, there is no limit on changes to the boundaries of an existing zone, so any eligible parcel may be included or removed at this time. After the zone is redesignated and approved by the state, the Cascade Locks/Hood River enterprise zone sponsors may change the boundaries through a separate process to extend zone benefits to new sites. These changes can be made at any time after enterprise zone redesignation.

### **Staff Recommendation:**

Staff recommended on December 14<sup>th</sup> to initiate the zone redesignation process because not employing this economic development tool will place Hood River at a disadvantage as compared to seventy-four (74) other Oregon communities that do so as well as communities that utilize similar business recruitment programs in other states.

Staff further recommends maintaining the existing zone boundaries to the extent possible and retaining all currently eligible business types. All zone applications for exemptions extending beyond three (3) years are individually reviewed and approved by the City Council. Staff recommends against outright prohibition on certain locations or prospective applicants, like hotels, motels, and resorts, from the opportunity to receive a three (3) year exemption or to apply to the City Council for up to five (5) years of tax abatement. Hotels, motels, and resorts are large employers, particularly for lower wage workers, and generate local lodging taxes that fund essential services.

### **Fiscal Impact:**

Eligible developments receive property tax abatements for 3-5 years for qualifying new businesses or business expansions. The fiscal impact to the City is positive where these businesses would have otherwise not expended or chosen to locate in a different community.

### **Suggested Motion:**

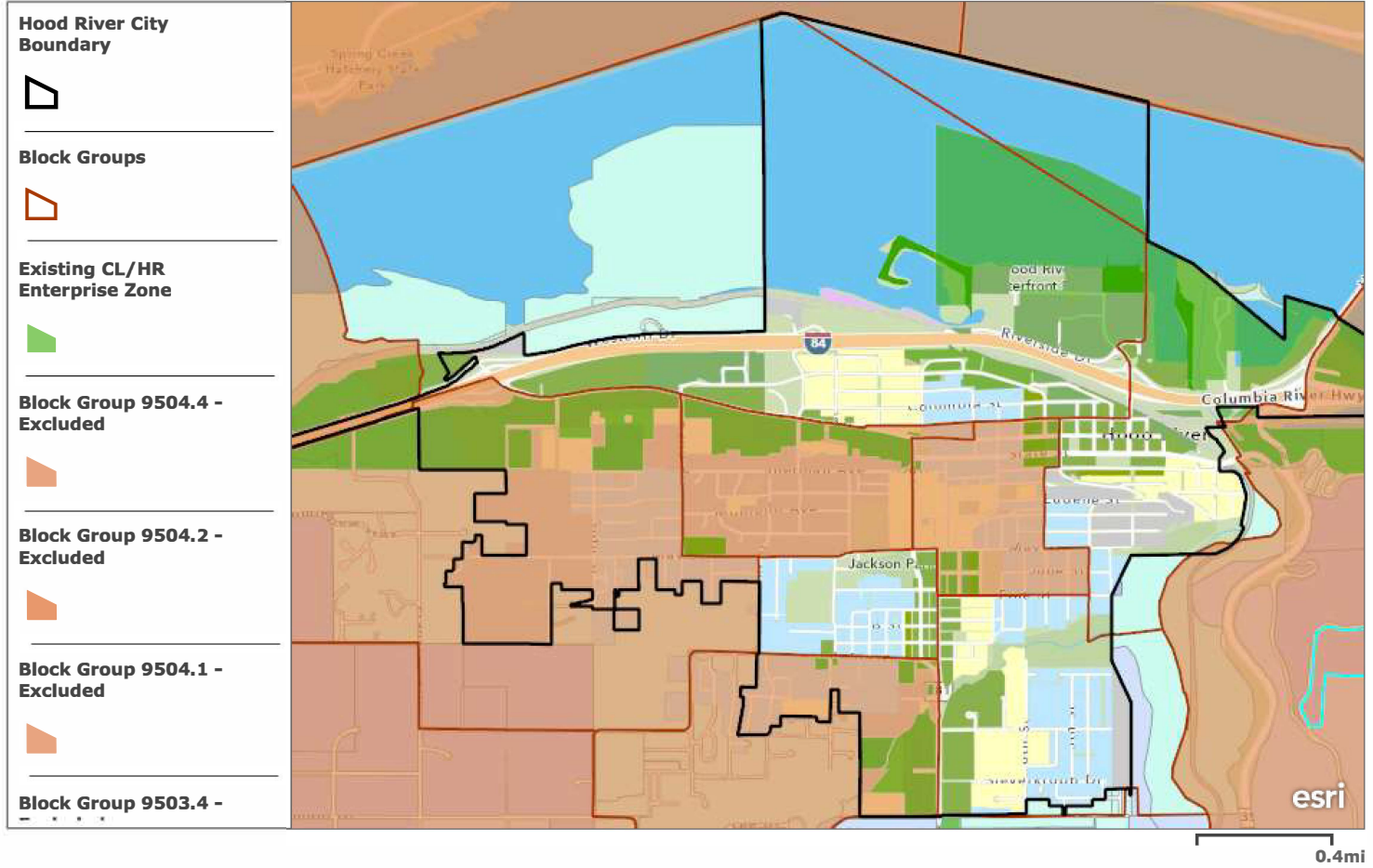
“I move to direct staff to return with an Enterprise Zone Redesignation Resolution, maintaining the existing zone boundaries and eligible applicants to the greatest extent possible, for further consideration at the June 14<sup>th</sup> Regular City Council Meeting.”

### **Attachments:**

Map outlining eligible areas for enterprise zone redesignation.  
Oregon Enterprise Zone Authorization Application

If you love ArcGIS, be sure find the right long-term account to use after this temporary account expires! More info: <https://go.esri.com/Learn-FAQ>

### Block Groups\_HRC



State of Oregon GEO, WA State Parks GIS, Esri Canada, Esri, HERE, Garmin, SafeGraph, INCREMENT P, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US Census Bureau, USDA | OBDD, GEO

If you love ArcGIS, be sure find the right long-term account to use after this temporary account expires! More info: <https://go.esri.com/Learn-FAQ>

# OREGON ENTERPRISE ZONE AUTHORIZATION APPLICATION

• Complete form and submit to the local enterprise zone manager **before** breaking ground or beginning work at the site. • Please type or print neatly.

## APPLICANT

Enterprise Zone or Rural Renewal Energy Development Zone (where business firm <b>and</b> property will be located)		County	
Name of Business Firm		Telephone Number (      )	
Mailing Address	City	State	ZIP Code
Location of Property (street address if different from above)	City	State	ZIP Code
Map and Tax Lot Number of Site	Contact Person	Title	

My firm expects to first claim the standard property tax exemption in the following year(s): \_\_\_\_\_

- Check here if your firm has or has had another exemption in this enterprise zone. Note the first year of such exemption: \_\_\_\_\_
- Check here that your firm commits to renew this authorization application. Renew this application on or before April 1 every two calendar years, until the tax exemption on qualified property is claimed.
- Check here if you are requesting an **extended abatement** of one or two additional years of exemption. This is subject to minimum average annual "compensation" for employees and written agreement with local zone sponsor. Sponsor may request additional requirements.

### Zone Manager Use Only (after written agreement but before authorizing firm):

County Average Annual Wage: \$ \_\_\_\_\_ For Year \_\_\_\_\_ Total Exemption Period:  4 or  5 Consecutive Years (check one)

## BUSINESS ELIGIBILITY

**Eligible Activity**—Check all activities that apply to proposed investment within the enterprise zone:

- Manufacturing     Fabrication     Bulk Printing     Shipping     Agricultural Production     Energy Generation
- Assembly     Processing     Software Publishing     Storage     Back-office Systems
- Other**—describe the activities that provide goods, products, or services to other businesses (or to other operations of your firm):

Check here if your business firm does or will engage in **ineligible activities** within the enterprise zone (such as retail sales, health care, professional services, or construction). Describe below (or in an attachment) these activities and their physical separation from "eligible activities" checked above: \_\_\_\_\_

**Special Cases**—Check all that apply:

- Check here if a **hotel, motel, or destination resort** in an applicable enterprise zone.
- Check here if a **retail/financial call center**. Indicate expected percent of customers in local calling area: \_\_\_\_\_%.
- Check here if a **"headquarters" facility**. (Zone sponsor must find that operations are statewide or regional in scope and locally significant.)
- Check here if an **electronic commerce investment** in an e-commerce enterprise zone. (This also provides for an income tax credit.)

### EMPLOYMENT IN THE ENTERPRISE ZONE (see worksheets on last page)

Do **not** count temporary, seasonal, construction, FTE, part-time jobs (32 hours or less per week), or employees working at ineligible operations.

**Existing Employment**—My business firm's average employment in the zone over the past 12 months is \_\_\_\_\_ jobs.

- New Employees**— • Hiring is expected to begin on (date or month and year): \_\_\_\_\_
- Hiring is expected to be completed by (month and year): \_\_\_\_\_
- Estimated total number of new employees to be hired with this investment is: \_\_\_\_\_

**Commitments**—By checking all boxes below, you agree to the following commitments as required by law for authorization:

- By April 1 of the first year of exemption on the proposed investment in qualified property, I will increase existing employment within the zone by one new employee or by 10 percent, whichever is greater.
- My firm will maintain at least the above minimum level as an annual average employment during the exemption period.
- When the exemption claim is also filed by April 1 following each calendar year of exemption, total employment in the zone will not have shrunk by 85 percent at one time or by 50 percent twice in a row, compared to any previous year's figure.
- My firm will comply with local additional requirements as contained in: (1) a written agreement for an extended agreement, (2) zone sponsor resolution(s) waiving required employment increase, or (3) an **urban** enterprise zone's adopted policy, if applicable.
- My firm will verify compliance with these commitments, as requested by the local zone sponsor, the county assessor or their representative, or as directed by state forms or administrative rules.
- My firm will enter into a **first-source hiring agreement** before hiring new eligible employees. (This **mandatory** agreement entails an obligation to consider referrals from local job training providers for eligible job openings within the zone during at least the exemption period.)

**OREGON EMPLOYMENT OUTSIDE THE ENTERPRISE ZONE**

**Check only those that apply:**

- Check here if your firm or a commonly controlled firm is, or will be, closing or curtailing operations in the state **beyond 30 miles of the zone's boundary**. Indicate timing, location, number of any job losses, and relationship to the proposed enterprise zone investment:
  
- Check here if you are transferring any operations into the zone from site(s) **within 30 miles of the zone boundary** (existing businesses only): My firm's average employment at the site(s) over the past 12 months is \_\_\_\_\_ jobs.
- Check here if your firm commits to increase the combined employment at the site(s) (within 30 miles) and in the zone to 110 percent of the existing combined level by April 1 and on average during the first year of exemption.

**PROPOSED INVESTMENT IN QUALIFIED PROPERTY**

**Anticipated Timing**— Enter dates or months/years

Action	Site and Building & Structures			Machinery and Equipment		
	Preparation	Construction*	Placed in Service	Procurement**	Installation	Placed in Service
To commence or begin on						
To be completed on						

\* And/or new reconstruction, additions to, or modifications of existing building(s) or structure(s).  
 \*\* May precede application by up to three months.

**Special Issues:**

- Check here for building/structure acquired/leased for which construction, reconstruction, additions, or modifications began prior to this application (attach executed lease or closing documents).
- Check here for **Work-in-Progress** tax exemption for qualified property that is not yet placed in service and is located on site as of January 1. (Attach description and list of such probable property. See "Special Issues Worksheet," on the last page.)

**Qualifying Property:** Estimates of cost (please attach a preliminary list of machinery and equipment).

Type of Property		Number of Each/Item	Expected Estimated Value	Check if any Item will be Leased
Real Property	Building or structure to be newly constructed		\$	<input type="checkbox"/>
	New addition to or modification of an existing building/structure		\$	<input type="checkbox"/>
	Heavy or affixed machinery and equipment		\$	<input type="checkbox"/>
Personal Property Item(s) Costing:	\$50,000 or more		\$	<input type="checkbox"/>
	\$1,000 or more (E-commerce zone or used exclusively for tangible production)		\$	<input type="checkbox"/>
<b>Total Estimated Value of Investment</b>			\$	

**Additional Description:** In addition to what is explained elsewhere, briefly comment below (or in an attachment) on the scope of your investment, the particular operations and output that are planned, and the intended uses of the qualifying property.

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**DECLARATION**

I declare under penalties of false swearing [ORS 305.990(4)] that I have examined this document and attachments, and to the best of my knowledge, they are true, correct, and complete. If any information changes, I will notify the zone manager and the county assessor and submit appropriate written amendments. I understand that my business firm will receive the tax exemption for property in the enterprise zone, only if my firm satisfies statutory requirements (ORS Chapter 285C) and complies with all local, Oregon, and federal laws that are applicable to my business.

**MUST BE SIGNED BY AN OWNER, COMPANY EXECUTIVE, OR AUTHORIZED REPRESENTATIVE OF THE BUSINESS FIRM**

Signature <b>X</b>	Date
Title (if not an owner or executive, attach letter attesting to appropriate contractual authority)	

**Local enterprise zone manager and county assessor must approve this application (with Enterprise Zone Authorization Approval, form 150-303-082)**



# OREGON ENTERPRISE ZONE AUTHORIZATION APPLICATION INSTRUCTIONS

## For More Information

Visit [www.oregon4biz.com](http://www.oregon4biz.com).

## Applicant

This application form serves to authorize your business firm to receive a standard three-year exemption on qualified property that you will own or lease at the specified site in the enterprise zone. The local zone manager and the county assessor's office authorize your firm (not the proposed investment) using an *Enterprise Zone Authorization Approval* form (150-303-082).

### Mandatory Timing in Being Authorized:

- Complete and submit this form to the local zone manager before beginning physical project work (construction, installations, etc.) or hiring new employees. Work may then proceed even before approval.
- See "Proposed Investment in Qualified Property" for exceptions—work that might normally precede application.
- No exemption is allowed on property for which work began prior to the **effective date** of the zone's designation or amendment to include the site, or for any property already assessed by that date.
- After submitting this application but before being authorized, you and the zone manager will hold a **pre-authorization conference**, at which the assessor's office might participate, to formally address special issues or contingencies for qualification.
- If seeking an **extended abatement** of four or five years in total, a written agreement with the zone sponsor must be executed when your firm is approved for authorization.

### First Year Claiming Exemption from Property Taxes:

- The first year of exemption is the year following the year in which the qualified property is "placed in service." This means when the property is first used or occupied, or is ready for use or occupancy, for intended commercial purposes.
- To claim the exemption, you must file with the county assessor after January 1, but on or before April 1, of that first year. Attach a schedule of the property to be exempted.
- Submit the exemption claim (without property schedule) after each year of exemption, in order to confirm ongoing compliance.

### Keeping Authorization Active:

- This application needs to be renewed after two full years between January 1 and April 1, if your firm is not ready to claim an exemption. Submit a letter with the zone manager and assessor stating your continuing interest and intent.
- Failure to submit such a statement every two years (while the zone exists) classifies your authorization as "inactive." A fee is then required in order to claim the exemption.

## Business Eligibility

A key function of authorization is to ascertain and assure a business firm's eligibility for exemption.

- The program is primarily limited to for-profit organizations that provide goods or services to other business operations.
- **Ineligible operations** include: tourism, retail food service, entertainment, childcare, financial services, property management, housing or construction, retail sales or goods or services, health care, or professional services.
- An eligible **call center** may receive customer requests and orders by various means, but at least 90 percent must originate from areas that would entail a long-distance charge if performed by telephone.
- **E-commerce** investments receive special treatment in certain enterprise zones and in the city of North Plains.

- **Central facilities** for management, marketing, design, etc., are eligible if serving statewide or wider operations of a company. (Investment needs to conform to authorized description.)
- More than 70 percent of the enterprise zones have elected to make **hotels, motels, and destination resorts** eligible. The choice may differ among a zone's sponsoring jurisdictions.

## Employment in the Enterprise Zone

To be authorized, the eligible business firm must commit to satisfy job-creation requirements:

- The number of jobs in the zone must rise and be maintained during the exemption at a minimum of 110 percent of the average level from the time of the authorization application.
- Failure to reach this level precludes the exemption.
- Failure to maintain this level represents "substantial curtailment," as would a big drop in total employment.
- Your firm must enter into a **first-source hiring agreement** before hiring new employees. The local zone manager will direct you to the contact agency.
- Your firm and the zone sponsor are solely responsible for compliance/verification of local additional requirements.
- Also see "Special Issues Worksheet" on the last page.

## Employment Outside the Enterprise Zone

The business firm is disqualified if:

- The transfer of operations into the enterprise zone results in Oregon job losses more than 30 miles from the zone boundary.
- The movement of employees into the zone from within 30 miles of its boundary results in less than a 10 percent increase of the overall employment level in the zone and outside the zone.

## Proposed Investment in Qualified Property

To assist eligible business firms in understanding the property tax benefit they may receive for investing in an enterprise zone, the authorization application asks for the best available information on the cost, extent, and timing of planned investments. It is critical for communication between the firm, the local zone manager, and the county assessor.

### Pre-application Activity at Site:

In general, physical investment including site preparation must begin after this application is submitted. Exceptions include, but are not limited to, the following:

- A project started and abandoned at least six months earlier.
- Demolition, hazard removal, or environmental cleanup.
- Property acquired from another authorized business firm.
- Purchase or lease from a third party of a newly constructed or newly improved building. In this case, work may already be underway or completed, but approval of this application must include a copy of the sale/lease agreement and must happen before any use or occupancy of the building.

**Work-in-progress:** Qualified non-utility property, on-site as of January 1, may be exempt for up to two years before being placed in service. File the regular *Application for Construction-in-Process Enterprise Zone Exemption form* (150-310-021) with the county assessor on or before April 1, if work is still underway on January 1.

### Property Criteria:

- For a significant building or structure to be exempt, the authorization must include some description of it. Also, if no machinery and equipment is indicated, then no such property qualifies.

- All property needs to be new, meaning it was not used or occupied in the zone more than one year before exemption begins.
- Machinery and equipment must be newly acquired or newly transferred from outside of the county (except for major retrofit or refurbishment of real property idle for 18 months).
- Any or all property may be leased from any party, if your firm (the lessee) is obligated to pay the property taxes.
- All real property—buildings, structures, and heavy/affixed machinery and equipment—listed on the exemption claim property schedule must **cost** \$50,000 or more in total.
- Personal property machinery and equipment is readily movable and qualifies based on **per-item cost** minimum. An integrated system consisting of various components may be treated as a single item for these purposes.
- Land, vehicles, motorized/self-propelled devices, rolling stock, non-inventory supplies, and idle or ineligibly used property do **not** qualify.

- The investment in property needs to be for the furtherance of income. For example, it may not be for personal use.

**Additional Property and Future Projects:**

- With an ongoing investment, subsequent property that is not placed in service until the first or second year of exemption on the initial property may be exempted as well.
- In other words, property schedules may be filed with up to three consecutive claims, pursuant to a single authorization.
- Any major change of plans should be amended into the application, in writing to both the zone manager and the county assessor, before January 1 of the first year of an initial exemption.
- Another authorization application is necessary for qualified property at a different location in the same or another zone.

**APPLICABLE PROPERTY TAX RETURNS MUST STILL BE FILED ANNUALLY**

Please complete the following worksheets either before or during the pre-authorization consultation with the local zone manager

**Employment Worksheet**

Use this worksheet to determine your business firm’s annual average employment over the 12 months preceding the date on which you submit the authorization application, and as required during the period of the enterprise zone exemption:

1. Identify those employees or positions within the zone that are: (a) working a majority of their time in “eligible” activities or in direct support of those activities; (b) paid on average for more than 32 hours per week; (c) **not** employed solely to construct property; (d) **not** seasonal; and (e) **not** temporary—not hired, leased, or contracted for less than one year or on an as-needed/ad hoc basis. **Don’t** use “full-time equivalents” (FTE).
2. Determine the number of the above employees at the end of each pay period, calendar month, or quarter over the prior 12 months.
3. Total the number of employees from each period and divide this sum by the number of periods. If not using **months**, include a suitable attachment in place of the following with your application:

$$\begin{aligned} & \text{_____}(1) + \text{_____}(2) + \text{_____}(3) + \text{_____}(4) + \\ & \text{_____}(5) + \text{_____}(6) + \text{_____}(7) + \text{_____}(8) + \\ & \text{_____}(9) + \text{_____}(10) + \text{_____}(11) + \text{_____}(12) = \\ & \text{_____} \div 12 = \text{_____} \text{ *Average Annual Existing Jobs} \end{aligned}$$

4. If your Average Annual Existing Jobs\* (from number 3, above) is:
  - a) Five or more, multiply by 1.1, as follows:  
\* \_\_\_\_\_ × 1.1 = \_\_\_\_\_, **or**
  - b) Less than five, add one, as follows:  
\* \_\_\_\_\_ + 1 = \_\_\_\_\_.
5. Round the total from 4a or 4b to the nearest whole number (for example, 25.49 becomes 25 and 25.50 becomes 26). Your rounded figure is the level of employment required by April 1 of the first year of exemption.

For purposes of compliance, repeat steps 1–3 and 5 above for each year that qualified property is exempt.

**Special Issues Worksheet**

This worksheet is simply a checklist to guide you through certain issues that may need to be addressed as soon as possible. Check if the answer is “yes” or “maybe.”

- Will the requisite increase of enterprise zone employment be difficult to achieve, even with the new investment? Or could it be somewhat unapparent? In any case, work out verification options with local zone manager. Copies of unemployment insurance reports or other records should be kept on file to assure manager and assessor.
- If the number of jobs will likely not grow by 10 percent, do you want local waiver by resolution(s) adopted by zone sponsor with authorization? Waiver allowed if investment costs \$25 million or more, or with a 10 percent rise in productivity combined with workforce training fund.
- Do you anticipate any January 1 **work-in-progress** property? File by April 1 with the county assessor’s office using the *Application for Construction-in-Process Enterprise Zone Exemption* form (150-310-021). (Not available for centrally assessed/utility property.)
- Are you interested in publicly owned and otherwise available real estate that might exist in the zone and that an authorized business firm generally has a right to buy or lease if promptly developed for authorized use?

- Would you like to know about local incentives that city/county sponsor may offer to authorized businesses, such as fee waiver, regulatory expedition, and so forth?
- Will a qualified building be partially occupied by another business/tenant or used for ineligible operations? In such cases, work with the local zone manager to determine the units or proportion of space for the assessor to exempt.
- Would you like your enterprise zone employment to be combined with the job figure for (100 percent) commonly owned firm/corporation(s)? If so, attach a statement with the name of the other company(s). Without such election, even subsidiaries of the same parent corporation are treated as distinct business firms within an enterprise zone.
- Is investment pending the site’s inclusion in the zone? This application may be approved under such conditions, but make arrangements with the local zone manager to ensure that site work does not begin until on or after the effective date of the boundary change. (Same applies to designation of a new enterprise zone.)
- Is the enterprise zone terminated? This normally precludes authorization or qualification, but an already authorized/qualified firm can “grandfather” and may be authorized up to 10 years after the termination of the zone.



# CITY COUNCIL AGENDA ITEM COVER SHEET

**DATE:** May 10, 2021

**TO:** Honorable Mayor and City Council

**FROM:** Jonathan Skloven-Gill, GIS Analyst/Project Manager

**RE:** Safe Routes to School: Project Identification Program Update

**Public Purpose:** The purpose of this project is to improve safety for kids walking and biking to school. Safe Routes to School is a project on the 2021 Work Plan. Safe Routes to School is a program of the Oregon Department of Transportation that prioritizes improvements to routes that children and families use to walk and bike to school. The project outcome is an agreed upon list of projects that the City and community can work on over many years.

**Background:** In May 2020 City Council adopted the draft Bicycle Network Map as a foundation for future Safe Routes to School related bicycle upgrades. In November 2020, the City was awarded a Safe Routes to School Project Identification Program (PIP) grant. This grant, awarded through ODOT, fully funds services of Alta Planning and Design, a Portland based company. Alta Planning and Design will work with the Hood River community to help develop an adoptable and actionable Safe Routes to School project plan. The Project Identification Program centers around safe multimodal (walking, biking, rolling) transportation for school children going to and coming home from both May Street and Hood River Middle schools. This program will help identify and prioritize projects within a 1-mile radius of these two focus schools that address existing barriers and will improve walking and biking safety to and from our public schools.

Staff from the City of Hood River have teamed up with ODOT, Hood River County School District, Hood River Valley Parks & Recreation, Mid-Columbia Economic Development District, Columbia Area Transit, and Alta to form the Project Management Team (PMT). The purpose of this larger team is to utilize each organization's unique networks and assets to ensure the SRTS-PIP results in the best finished product possible.

The PMT held a kick-off meeting in December 2020. During this and subsequent initial meetings, Alta was provided information on the existing documentation for the City. This documentation includes the City's Transportation System Plan, the Westside Area Concept Plan, the 2020 Parks Master plan, and previous school walk-audits and action plans that were developed by members of the Hood River County School District and local non-profit community organizations.

Beginning in mid-March 2021 Alta launched a month-long online interactive survey in both English and Spanish. Due to the on-going COVID-19 crisis Alta leveraged both traditional and social media messaging, as well as the networking powers of many local community groups to

launch this survey. The results of this survey gave a clear picture of the community's concerns and desires centering largely, but not limited to, 12<sup>th</sup> and 13<sup>th</sup> Streets in the Heights.

**Discussion:** The final deliverable of the project will be an actionable City-wide Safe Routes to School project recommendation report that identifies and prioritizes projects to improve walking and biking routes to and from the target schools, categorical relative project costs, potential funding sources, and community education materials to aid the City, School District, and area non-profits in building a safe multimodal transportation network to and from the two focus schools.

The scale of improvements anticipated may be along the lines of:

- Improved crosswalk paint or style
- Crosswalk signage location and design
- Bicycle network segments
- Complete overhaul of segments and streetscapes
- Alterations to traffic pattern flow around school zones

The recommendation report will also identify potential funding sources wherever possible. The Project Identification Program will not develop design or construction plans for any of the recommended projects.

**Next Steps:** Next steps include in-person walk audits on May 19<sup>th</sup> and 20<sup>th</sup>. These audits are designed to engage parents during the morning drop-off, and the project team and stakeholders in the afternoon. Due to the continuation of COVID-19 protocols, the audits are by sign-up only and limited to the current county health board's limiting numbers. After this final piece of information gathering is complete, a rough draft of the recommendations will be delivered in June.

**Staff Recommendation:** This is a discussion item. Staff would like to hear input from Council on preliminary project locations and whether there are any additional deliverables, outcomes, or issues to be considered in this project or additional clarity on the outcomes.

**Suggested Motion:** This is a discussion item. No Council action is needed.

**Alternatives:** Council's feedback will be included in the project recommendations.

**Fiscal Impact:** None at this time.

**Environmental Impact:** None at this time.

**Attachments:** See attached "Hood River Existing Conditions Memo"

# City of Hood River SRTS Plan

## Existing Conditions Memorandum

February 26, 2021

### Introduction

As a preliminary step in the development of the SRTS Plan for May Street Elementary School and Hood River Middle School, the consultant team collected and compiled existing conditions data and local context information, as well as information about documented community concerns, demographics, travel routes, existing facilities, traffic patterns, school environment, and other relevant details.

This information is a starting point for understanding the existing facilities and conditions for active transportation to and from these schools, as well as past decisions and recommendations that impact the development of SRTS recommendations. Once in-person site visits can occur, the consultant team plans to add additional contextual details learned during discussions with community members and from in-person observations.

### School Demographics

#### May Street Elementary School

Principal:	Kelly Beard	Address:	1001 10th Street, Hood River, OR 97031
Enrollment:	496	% students eligible for free or reduced lunch:	44.19%
Grades Served:	K-5		
Type of School:	Public		

#### SCHOOL DEMOGRAPHICS

American Indian/Alaska Native	Asian	Black/African American	Hispanic	Native Hawaiian Pacific Island	Multiracial	White, non-Hispanic
2%	1%	1%	29%	0%	5%	64%

Source: Oregon Department of Education 2019-2020 school year

## Hood River Middle School

Principal:	Brent Emmons	Address:	1602 May St, Hood River, OR 97031
Enrollment:	580	% students eligible for free or reduced lunch:	36.66%
Grades Served:	6-8		
Type of School:	Public		

### SCHOOL DEMOGRAPHICS

American Indian/Alaska Native	Asian	Black/African American	Hispanic	Native Hawaiian Pacific Island	Multiracial	White, non-Hispanic
1%	1%	2%	26%	0%	3%	66%

Source: Oregon Department of Education 2019-2020 school year

## Hood River School District Languages

TOP 5 LANGUAGES SPOKEN	# STUDENTS
English	2533
Spanish	1680
Russian	1
Other Languages	34
Total Languages Spoken: 4	4,248

Source: Oregon Department of Education 2018-2019 school year

## Plan Review

### Hood River Transportation System Plan (2011)

As the primary transportation planning document for the City of Hood River, the Transportation System Plan (TSP) provides an overarching structure for proposed infrastructure changes in the area surrounding the two target schools. The Plan includes, for example, maps of the City’s long-range pedestrian and bicycle networks (as of the last TSP revision), showing how schools fit into a comprehensive mobility plan. The central goals of the Hood River TSP include “developing and maintaining a safe, complete, attractive and efficient system of pedestrian and bicycle ways”, as well as designating safe routes to all schools and connecting key destinations, including schools, parks, community centers and neighborhoods. The City’s TSP also calls for completing sidewalks and improving pedestrian safety at crosswalks as opportunities present themselves.

The bicycle network map begins with the Oregon requirement for all arterial and major collector roads to have bikeways, while also planning bicycle facilities on additional streets in order to create a comprehensive network across the city. In the area around the target schools, the Bicycle Network Map recommends bike lanes on May St, a section of 12th St, 13th St, and Belmont Ave. Sharrows are

recommended for Sherman and 22nd St, and Bike Boulevards are planned for 18th St, 17th St, Montello Ave between Rand and 17th, and Katie’s Lane. There is also a bike boulevard near May Street Elementary School on 8<sup>th</sup> St between Marion and May St. The TSP also explains requirements for bicycle and pedestrian facilities. For example, this document includes standards for bike and sidewalk lane widths, striping, direction, and signage.

NOTE: A 2020-2021 Amendment to the TSP, currently in progress, is proposing changes to cross sections for some streets and amendments to the maps included in the original TSP. This Amendment stems from recommendations made in the Westside Area Concept Plan report, some of which are applicable to the City as a whole.

For more information about the TSP Amendment process, visit:

<https://cityofhoodriver.gov/planning/current-planning-department-projects/transportation-system-plan-amendment/>

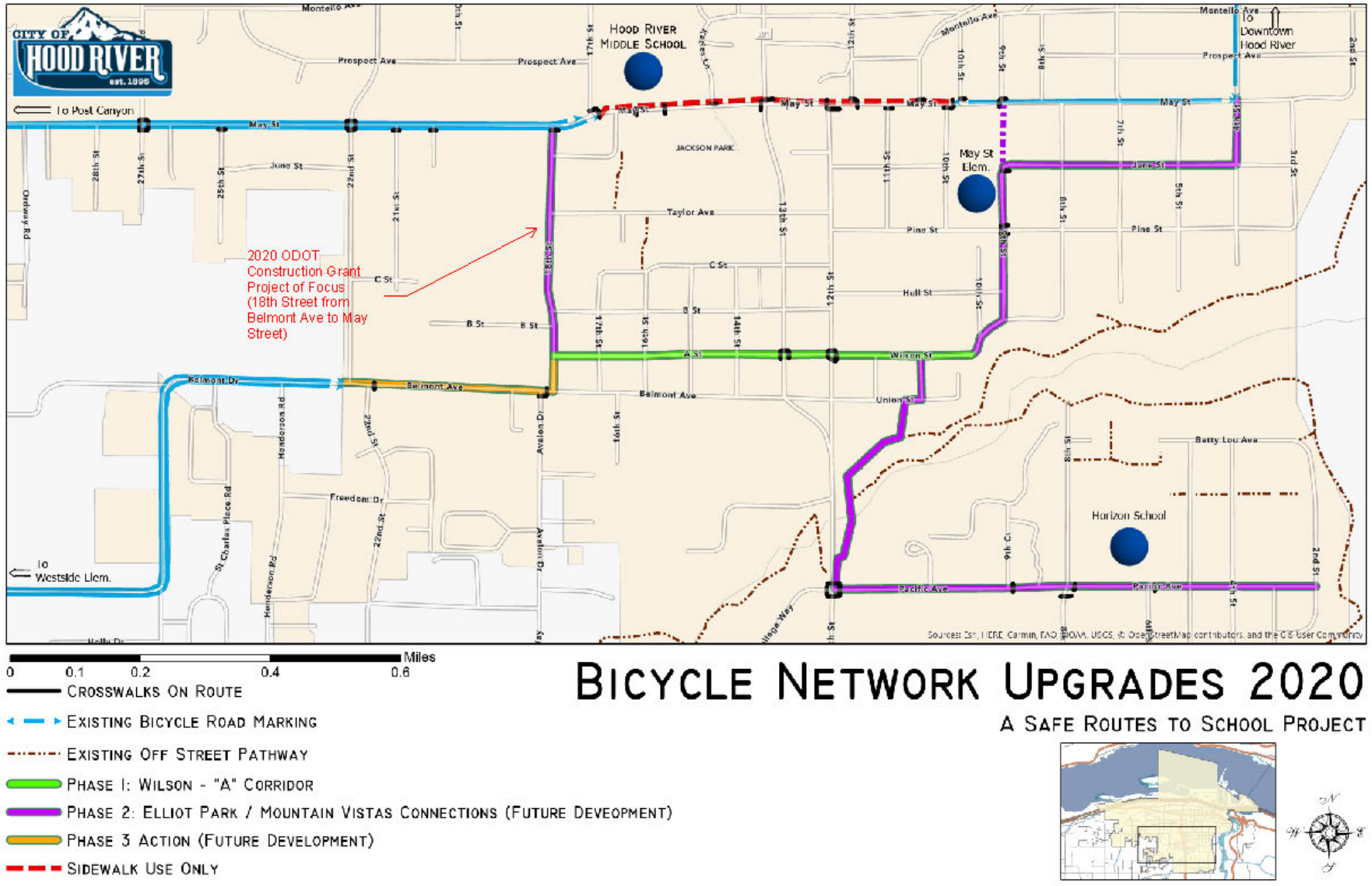
### **Westside Area Concept Plan Report (2017)**

The goal of the Westside Area Concept Plan Report, published in 2017, includes recommendations for an integrated land use and transportation plan for the west side of Hood River. The report includes a Bicycle & Pedestrian Framework with recommended routes and connections to create walkable and bikeable neighborhoods on the west side of the city.

### **City of Hood River Bicycle Network Upgrades Map (2020)**

This map (shown in Figure 1) illustrates three phases of bicycle upgrades in Hood River. The first is the addition of a “neighborway” along Wilson St / A St from 18<sup>th</sup> St to 10<sup>th</sup> St (including the critical crossings at 13<sup>th</sup> St and 12<sup>th</sup> St, which are identified as significant barriers for students at the target schools). The second phase is a route connecting Elliot Park and Mountain Vistas, which travels along 9<sup>th</sup> St immediately adjacent to May Street Elementary School, potentially connecting families to neighborhoods north and south of the campus. The improvement of Belmont Ave as a bicycle travel route is the third and final route. The map also includes the 2020 ODOT construction grant project located on 18<sup>th</sup> St from Belmont Ave to May St, which is very close to the Hood River Middle School campus and would be an option for those traveling north-south. This street is also identified as a barrier for student travel in the Hood River Middle School Action Plan.

Figure 1: Hood River Bicycle Network Upgrades Map (2020)



## May Street Elementary School SRTS Action Plan

The May Street Elementary Action Plan describes existing conditions in the vicinity of the school campus, as well as detailed recommendations and strategies to improve opportunities for active transportation to and from school. The Plan states that in general, most streets around the elementary school are local streets with low traffic volumes, sidewalks, and drivers accustomed to watching out for students traveling on foot or by bicycle. While there is little to no bike infrastructure on higher-volume streets, low-volume local streets close to the school allow people on bicycles to safely share the road with cars. Enforcement in the area, including police patrols and radar signs, have also been effective in slowing traffic around the campus. However, there are several challenging streets and intersections where improvements are recommended in order to overcome barriers to walking and biking. These include:

- Crossing of 12<sup>th</sup> St and 13<sup>th</sup> St
- Challenging crossings at May/9th, May/10th, June/10th, Pine/9th and June/9<sup>th</sup>
- Sidewalk gaps on streets such as 9<sup>th</sup>, 10<sup>th</sup> and June
- Lack of complete bike lanes on May St, and lack of bike lanes on Belmont Ave

In addition to suggesting infrastructure improvements at these locations, this Action Plan also discusses the need for increased education and engagement programs, such as a walking school bus program and parent education, to complement construction improvements.

## Hood River Middle School SRTS Action Plan

The Hood River Middle School Action Plan also highlights the benefit of local streets where traffic is limited and drivers are courteous. May St's recent bike lanes and sidewalk improvements (funded by a SRTS infrastructure grant) and the May St crosswalk in front of the school are also noted as important factors in improving safety for people walking and bicycling. However, the Plan also states the challenges of high traffic speeds on May St, challenging crossings at 12<sup>th</sup> St and 13<sup>th</sup> St, narrow sidewalks close to vehicle travel lanes, discontinuous sidewalks, and non-ADA-compliant ramps as barriers to safe student travel. Bike lanes on May St also end one block west of the school. Some of the recommended improvements included in the Plan are:

- Adding a crossing median island at 12<sup>th</sup> St and May St
- Extending bike lanes on May St from 18<sup>th</sup> to 9<sup>th</sup> St
- Improving the May St. and 17<sup>th</sup> St intersection with a roundabout or curb extensions
- Adding sidewalks and bike lanes on 18<sup>th</sup> St
- Improving sidewalk completeness and crossing on 17<sup>th</sup> St
- Adding bike lanes and complete sidewalks on Belmont (between 13<sup>th</sup> and 22<sup>nd</sup> St)
- Creating east-west neighborways to improve crossing of 12<sup>th</sup> St and 13<sup>th</sup> St
- Striping crosswalks at 13<sup>th</sup> and Sherman and Eugene

The Action Plan also recommends encouragement and education activities to supplement construction projects, including participation in Walk and Bike to School Day and a helmet campaign.

## Hood River Schools Safe Routes to School Blue Zones Report (2018)

In 2018, land-use advocacy organization Thrive Hood River partnered with the City of Hood River and Hood River County School District on a grant from Oregon Community Foundation. This grant provided the opportunity to work with Dan Burden, an active transportation professional with Blue Zones, in the creation of this report.

The Blue Zones report presents existing conditions, challenges, and opportunities regarding active transportation for three Hood River schools. The information was gleaned from walk audits, surveys, and other community engagement. The report found that between 75% and 95% of students had requested permission to walk or bike to school. When it came to allowing this, parents were most concerned about road conditions, such as amount and speed of vehicle traffic, the absence or poor condition of sidewalks, and the safety of intersections and crossings.

Regarding May Street Elementary School, the following issues were pointed out in the report:

- Crossings needing improvement (recommended international markings)
- Traffic moving too quickly at June St (recommended raised table crossing)
- Sidewalk gaps (recommended completing within 1,500 ft of the school)
- Three-way stop intersection at 10th St and Pine St (recommended curb extensions and a mini-circle or raised intersection)
- Crossings needing improvement at Pine and 12th and Pine and 13th

The following issues were discussed regarding Hood River Middle School:

- Poorly-designed intersections for active transportation at 13th St and May St and 17th St and May St
- Need for mid-block crossings
- Poor biking and walking conditions along May St (recommended buffered or protected bike lanes and walking improvements)
- High speeds and inadequate walking and bicycling support on 18th St
- Wide crossing at May St and 17th St (recommended mini-circle or roundabout, curb extensions, and/or raised medians)
- Un-signalized intersection at 13th and May St (recommends roundabout)
- Limited sidewalks on the west side of 17th St
- No sidewalks on Prospect St for most of the street length
- 17th St and Prospect St intersection (recommended curb extensions, narrowed travel lanes, widened crosswalks, and formalizing and widening the painted walkway on campus)
- 18th Street (recommends narrowing of travel lanes and completion of the sidewalk and bike lane system on the west side, elimination of on-street parking)



### Multi-Jurisdictional Parks, Recreational, and Open Space Plan (2020)

This document describes the future plan for Hood River Valleys parks, recreation facilities, open space, and trails. It includes a strategy to “develop, improve, and acquire a network of shared-use pedestrian and bicycle routes and trails to provide connections within and between parks, schools, nearby neighborhoods, and community destinations in urban areas.” Pathways that connect within city limits could provide safe, off-street connections for students traveling to and from the target schools. Particular destinations residents mentioned as priorities for trail improvement and extensions included the Heights to Downtown, schools, and the Indian Creek Trail, which exists but has several gaps that, if connected, could provide a longer protected path traveling east-west across the city.

For more information on the Parks, Recreational, and Open Space Plan, visit:

<https://hoodriverparksandrec.org/master-plan>

### Columbia Area Transit (CAT) System Map (2020)

The current CAT system (illustrated in Figure 2) includes a Hood River route that travels north on 12<sup>th</sup> St (west of May Street Elementary), along the north side of the City, and back south on 22<sup>nd</sup> St. West of Hood River Middle School, the bus turns east at May St and 22<sup>nd</sup>, turning south on 18<sup>th</sup> St. To return to 12<sup>th</sup> St, the route travels east along Belmont Ave. This route travels along or crosses many of the same streets utilized by students traveling to and from the target schools, which creates an opportunity for coordination on roadway improvements.

Figure 2: Columbia Area Transit System Map (2020)



## Heights Urban Renewal Plan Amendment (In Progress)

In 2010, at the request of the Hood River Heights Business Association, the City adopted the Hood River Heights Urban Renewal Plan, which is intended to improve the commercial area located around 12<sup>th</sup> and 13<sup>th</sup> St. This area is located very close to the two target schools and encompasses one of the largest barriers to safe travel for students: the 12<sup>th</sup> St and 13<sup>th</sup> St crossings. This Plan calls for streetscape improvements, including sidewalks, ramps, lighting, signage, and furniture to improve the pedestrian environment within the Heights. It also requires that these improvements be made with pedestrians and bicyclists in mind. These changes are also intended to enhance connections to existing parks and green spaces. According to communication from the Urban Renewal Advisory Committee in May of 2018, streetscape improvements could include curb extensions, pavement treatments, diagonal parking, and the designation of “truck-only” streets. This plan amendment is still in progress, and coordination between this Plan and the creation of a Safe Routes to School Plan will be important.

For more information about the Heights Urban Renewal Plan, visit: <https://cityofhoodriver.gov/urban-renewal/urban-renewal-heights/heights-district-urban-design-engineering-project/>

## Previous SRTS Efforts or Walking/Biking Encouragement Activities

### Education and Engagement Activities

As of the writing of the Action Plan in 2018, May Street Elementary participated annually in Walk and Bike to School Day. A talking robotic miniature bus called “Buster” also visited kindergarten classrooms to teach students about bus, pedestrian, and bicycle safety. The school’s health curriculum included bike safety, and students were encouraged to wear helmets.

Hood River Middle School did not host programs or events around bicycle and pedestrian safety or encouragement when its Action Plan was produced. In the past, a school counselor had hosted a bike/walk to school week, but this was no longer the case. However, the school did offer enrichment courses including Mountain Biking and Explore the Gorge, as well as after-school bike clubs for students to improve their skills. School staff provided warnings to students who were engaging in unsafe practices when crossing streets, riding on sidewalks, or endangering pedestrians.

### Construction Activities

In 2012, the City was awarded an ODOT SRTS Construction Grant for the construction of connected, ADA-compliant sidewalks on May St from 30<sup>th</sup> St to 17<sup>th</sup> St. This included dedicated bike lanes. In the spring of 2020, the City created a nine-block bikeway with sharrows to improve navigation across Highway 281. The City also applied for a construction grant for the redesign of 18<sup>th</sup> St, which they did not receive. However, along with the rebuilding of May Street Elementary School on the southern part of the campus, sidewalks, ADA crosswalks, and bike sharrows were added.

The City Council recently adopted the Bicycle Network Upgrades Map (see Figure 1), which indicates SRTS-related improvements planned for the Heights area of Hood River. Other nearby improvements include the Indian Creek Trail connection to the Sieverkropp neighborhood to the south of Indian Creek and ongoing crossing improvements along 12<sup>th</sup> St and 13<sup>th</sup> St. These two streets continue to be an

infrastructure challenge for active transportation to and from the schools, as they are important ODOT facilities with higher speeds and more traffic.

Since the Action Plans were produced, the Hood River School District has also taken part in a number of SRTS-related planning and demonstration projects over the year. Through a project called Streets Alive, local non-profits and the schools asked the City to implement temporary examples of ideas generated through a walk study performed by Dan Burden in the fall of 2017.

## Crash History

From 2014 to 2018, there have been several reported crashes involving a bike or pedestrian in the vicinity of the two focus schools (see Figure 3). Two pedestrian injury collisions occurred at the intersection of May St and 12<sup>th</sup> St, which is within a short distance of both campuses. Two additional pedestrian collisions and a bicycle collision were reported along the A St crossing of 12<sup>th</sup> St and 13<sup>th</sup> St. Another pedestrian collision occurred where the Hood River Highway crosses Indian Creek. These are all areas that have been identified as important considerations for developing safe student travel networks.

Additionally, pedestrian collisions occurred at State St and 9<sup>th</sup> St and on Pacific Ave near Horizon Christian School. The majority of bicycle collisions happened along or adjacent to Oak St, and several additional pedestrian injury collisions were also reported along that corridor.



Figure 3: Collisions near May Street Elementary School and Hood River Middle School

# VEHICLE COLLISIONS WITH PEOPLE WALKING AND BIKING

2014 - 2018

## MAY STREET ELEMENTARY SCHOOL

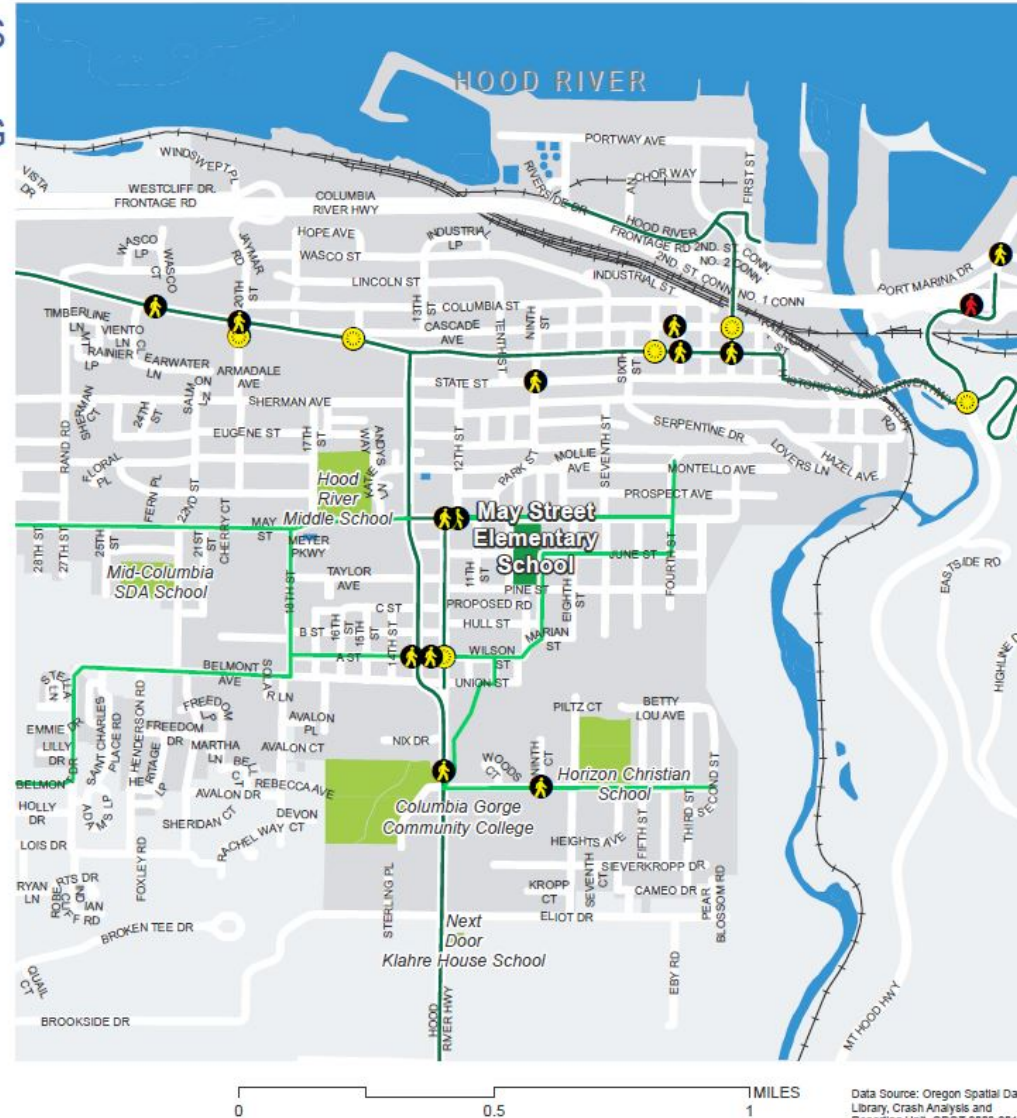
- School
- Other School
- Planned Bike Route
- Bike Facility on State Road
- Railroad
- Water
- City Boundary

### Pedestrian Collisions

- Pedestrian Injury
- 2 or more Pedestrian Injuries
- Pedestrian Fatality

### Bicyclist Collisions

- Bicyclist Injury
- 2 or more Bicyclist Injuries
- Bicyclist Fatality



# CITY COUNCIL AGENDA ITEM COVER SHEET

**DATE:** May 10<sup>th</sup>, 2021  
**TO:** Honorable Mayor and City Council  
**FROM:** Dustin Nilsen, Director of Planning  
**RE:** Cascade Avenue Historic Highway Streetscape

**Public Purpose:** The Historic Columbia River Highway (aka Cascade Avenue) bisects the City of Hood River. The purpose of this project is to update design standards and agreements to guide future design and management of Historic Highway. This project will develop a Cascade Avenue Streetscape Plan that will inform amendments to the City's Transportation System Plan and the Historic Highway Programmatic Agreement. This is a project on the 2021 City Council Work Plan.

**Background:** The Historic Highway starts just east of the Portland Metro Area and runs for 73 miles of combined bicycle and pedestrian trail/drivable segments between Troutdale and The Dalles. This project anticipates the completion of the Historic Columbia River Highway Trail, now five miles away, through Hood River and includes revisiting the Cascade Avenue street design including gateway concepts, bike, and pedestrian elements.

As development occurs along Cascade Avenue, it is clear to both ODOT and the City that a detailed streetscape plan would help both agencies effectively negotiate with future development to ensure compliance with the cross section that best meets the needs of the community and roadway users. With this project, ODOT and the City aim to clarify the location and design of the roadway including bicycle and pedestrian features.

This project will provide certainty on street design elements by facilitating design review to ensure consistency with the historic nature of the roadway. The Historic Highway serves as a significant element of the City transportation system as it is the only east to west arterial through the City, connects its major commercial centers, all three interstate interchanges, Highway 281, and Highway 35. With the anticipated reconnection of the Historic Highway State Trail, this road provides an opportunity to bring multi-modal users to and through the communities along the alignment.

**Discussion:** The project was initiated with a background review of the guiding regulations, on site condition analysis, and stakeholder interviews to identify opportunities and constraints. A preliminary graphic overview of these findings is attached. Issues of congestion, limited right of way for expansion, limited pedestrian facilities, historic design requirements, existing and future land use development patterns all impact, and are impacted, by the Cascade corridor design.

From these observations several emerging goals and issues have been identified. These goals, listed below, are intended to guide the future designs, and fulfill the City's long-range goal of promoting efficient and safe transportation system.

Future Cascade Avenue will be a multimodal corridor with transit, pedestrian, and bicycle facilities that enhance mode access, equity, and safety

Future Cascade Avenue will be designed to enhance the Historic Integrity of the Historic Columbia River Highway and prior history and people of the Columbia.

Future Cascade Avenue will support a mix of high quality commercial and residential uses that have an identity and support the city's economic opportunities and housing goals.

Future Cascade Avenue will serve as a Gateway to Hood River designed to create a sense of place and support the livability of the entire community rather than a context insensitive thoroughfare

**Staff Request:** Staff requests that Council affirm the emerging goals of the project and identify additional issues, direction, or areas of concern not mentioned and to be considered as part of the draft streetscape design.

**Suggested Motion:** The item is an update for Council and no motion is necessary to authorize action.

**Fiscal Impact:** The project analysis has been funded through ODOT's special projects program. The design project itself does not represent a significant capital outlay or operating expense.

**Environmental Impact:** The project design has little environmental impact, however environmentally supportive policies such as the promotion of mixed-use development, enhancement of pedestrian and bicycle access, and incorporating of green infrastructure and stormwater management features are elements considered as part of the project.

**Attachments:** Preliminary Opportunities and Constraints Map.



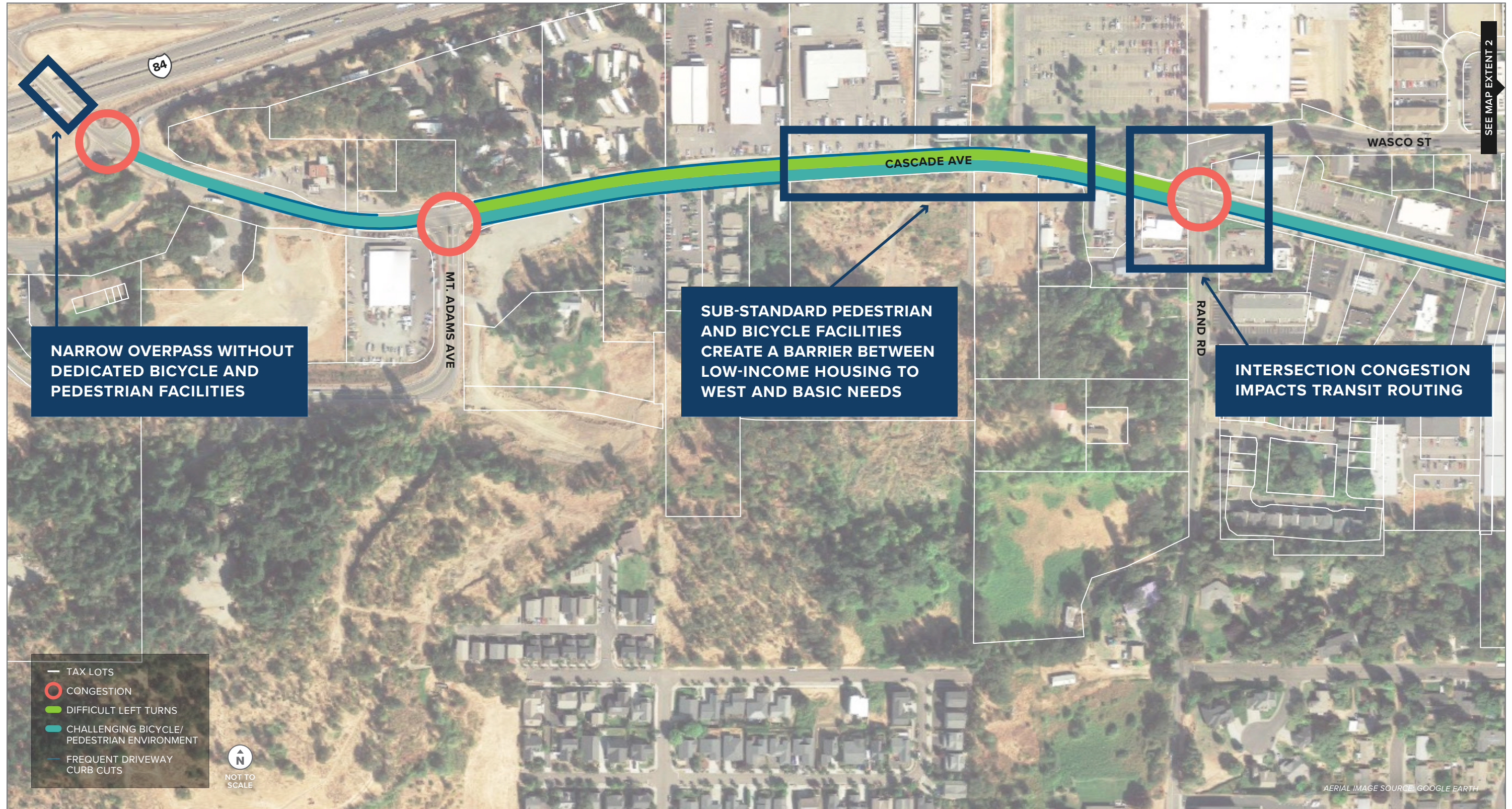








CONSTRAINTS - EXTENT 1





CONSTRAINTS – EXTENT 2





**City of Hood River  
City Council – Special Meeting  
April 12, 2021**

Council: Mayor Kate McBride, Mark Zanmiller, Megan Saunders, Tim Counihan, Jessica Metta, Erick Haynie, Gladys Rivera

Staff: City Manager Rachael Fuller, Finance Director/ACM Will Norris, City Attorney Dan Kearns, Fire Chief Leonard Damian, Police Chief Neal Holste, Public Works Director Mark Janeck, City Engineer Wade Seaborn, City Recorder Jennifer Gray, GIS Analyst Jonathan Skloven-Gill

Absent:

**I CALL TO ORDER**

Mayor McBride called the meeting to order at 5:00 p.m.

**II PRESENTATION**

1. 780 Rand Rd. Housing Development Strategy - Site Development Alternatives, Kevin Liburdy and Brian Vanneman

The cost of housing in Hood River is a burden to families and individuals and makes it difficult to recruit and retain workers. The City's 2020 Work Plan identified the Rand Rd. Development Project as an opportunity to partner with the community to develop affordable and attainable, deed- and income restricted units to help meet Hood River's housing needs. Leland Consulting Group was selected to prepare a development strategy for the site as well as a Request for Qualifications that will be used to solicit a developer to build affordable housing.

In December of 2020, the City Council discussed the vision and goals for the site and focused on households earning at or below 80% Area Median Income (AMI). Council expressed interest in providing some housing on the site for 80-120% AMI, resulting in a mix of rental units and owner-occupied units (below market rate) if feasible. Apartments were expected to be the core. It was recommended that cottage housing and townhouse development should be explored, and energy efficiency measures should be incorporated to reduce utility costs to residents. Housing is expected to be integrated with park land and open space, stormwater treatment facilities and transit.

Part of the consultant team's role is to find a balance between what the City wants and what the nonprofit or private developers can feasibly provide.

Next steps: Leland Consulting Group and consultant team members from DDV Consulting and Urbsworks have been working with staff and stakeholders to prepare conceptual development alternatives for review and refinement. These alternatives will be presented for Council discussion.

In coming weeks staff will gather additional public feedback, including through the project website (<https://cityofhoodriver.gov/planning/780-rand-road-housing-development-strategy/>), and the consultant team will continue to refine the development strategy.

The consultant team also will work with staff to prepare a Request for Qualifications (RFQ) document to be used in soliciting developers. The RFQ is expected to be completed by the end of June, 2021.

Liburdy presented the staff report. Brian Vanneman from Leland Consulting Group presented a PowerPoint Presentation along with Darcy Vincent from DDV Consulting. The PowerPoint has been added to the record and the presentation will be posted on the City's website. Vanneman presented four different alternatives for the Rand Road property. He stated staff's recommendation at this point is to go with Alternative 4 (slide number 24). It includes affordable rental, workforce owner-occupied and market-rate owner occupied housing. All of which have shown is needed in the housing need analysis. It moves primary responsibility of infrastructure to developer. Staff has also stated Alternative 1 is acceptable. It includes affordable rental, workforce owner-occupied housing and infrastructure responsibility is to be determined. It be funded via grants.

Vanneman explained it is the recommendation to show all the alternatives in the developer request for qualifications (RFQ) and identify Alternative 4 as recommended. Include benefits and drawbacks, to convey there is no one correct solution.

Vanneman stated they are working on the housing development strategy and they will be preparing a RFQ to release in June. Next steps is to solicit public input by putting the information on the City's website, working with the County and other key stakeholders. In the summer, the RFQ would be released and potentially prepare for rezoning at that time. In subsequent phases after receiving submittals from developers, a preferred developer would be selected and negotiate an agreement.

Vanneman stated they have outlined site development alternatives for the Rand Road property and the anticipated next steps. He asked Council if there are other issues to address?

Council made comment and asked questions for further clarification on the proposed alternatives.

Fuller stated staff needs to hear to if there are additional City goals, before putting the solicitation together. Is it a goal to not pay any additional money? Is it a goal to not do a property tax abatement? That is where they are to be able to put the solicitation together. They have come up with several alternatives for trying to close the infrastructure gap. The CET funds may or may not be required. It will depend on what happens with the County property. There are so many unknowns. Fuller suggested if there are goals beyond what is outlined, it would be helpful to understand what those are.

Councilor Metta has no other statements to add to the goals.

Mayor McBride stated she wants the units to be energy efficient. She should like the community rooms in the apartments units to be energy resiliency areas, if power goes down. She would like the word "resiliency" added.

Councilor Saunders stated if Alternative 1 or 2 turns into Alternative 4, she would like to have more middle income housing in Alternative 2, then Alternative 1. She is not confident she knows what they are doing but if the next step is to get more information, she is comfortable with moving forward.

Councilors were good with moving forward with the RFQ.

**III ADJOURN** – Adjourned by unanimous consent at 6:22 p.m.

\_\_\_\_\_  
Kate McBride, Mayor

\_\_\_\_\_  
Jennifer Gray, City Recorder

*Approved by City Council on* \_\_\_\_\_

**City of Hood River  
City Council Work Session  
April 12, 2021**

Council: Mayor Kate McBride, Mark Zanmiller, Megan Saunders, Tim Counihan, Jessica Metta, Erick Haynie, Gladys Rivera

Staff: City Manager Rachael Fuller, Finance Director/ACM Will Norris, City Attorney Dan Kearns, Fire Chief Leonard Damian, Police Chief Neal Holste, Public Works Director Mark Janeck, City Engineer Wade Seaborn, City Recorder Jennifer Gray, GIS Analyst Jonathan Skloven-Gill

Absent:

**I CALL TO ORDER** – Cell Phone Reminder – 6:23 p.m.

Land Acknowledgement Statement and Pledge of Allegiance

**RECESS TO CONSIDER URBAN RENEWAL AGENDA**

**II BUSINESS FROM THE AUDIENCE**

Viola Kitchings – the Climate Action Club from the high school would like to call on the City Council to uphold their promises and commitments that were made in 2019, to the climate crisis resolution and provide yearly updates on the program that Hood River has made to reach the carbon emission net zero goal by 2035. They are requesting that updates be released every April because that is the month. She also encouraged businesses that want to demonstrate their commitment to the environment to sign the sustainable pledge that will be released the month of April by the Climate Action Club.

Peter Cornelison, Hood River – he thanked Council for the work that has been done in terms of COIVD and all the amazing work that Planning staff are turning out, with new codes for the Transportation System Plan. Staff is working hard, and it makes him proud to be Hood River resident. Regarding Kitchings statement earlier, the climate crisis resolution, is one of five key points that he reviewed. Cornelison stated he is President of Thrive Hood River. Heather Staten has sent Council a recommendation for the Transportation Plan. He would appreciate if Council would review it. He has been working with Kathy Fitzpatrick, the Mobility Manager for MCEDD. Fitzpatrick will be coming to Council with a proclamation for Bike Month in May. It is in line with the Hood River Energy Council goals, as well as the Climate Resolution.

Susan Crowley, Hood River – she wanted to talk about the process the Middle Housing Development ordinance has undergone. She helped start the middle housing conversation about 3-4 years ago. She felt it was a very important initiative. It seemed to comport with the very best goal of City planning, which is you first think about the community you want to be and work from there. The process has been disappointing to watch. What has happened is the

decisions gave a density level that is in some ways even greater than large cities are required to adopt. Those large cities are over 25,000 people. The ideas were promising, and they were sold by the lovely imagines of cottages, gardens, and streetscape. She feels the promise of neighborhood friendly streetscapes has been lost in this middle housing process. She also believes it has been a mistake to push this process as fast as it has been pushed. The public support has not been developed, that is needed to create public satisfaction with what could have been a beautiful change.

MariRuth Petzing, Hood River – “I have appreciated listening to the public comments on the middle housing code change and want to take a moment to respond to what I've heard.

I want to start by saying that, given the limited land availability and the many competing uses for it, I am glad to see efforts to use the land we have more efficiently. I do hope that amending the code will lead to some increase in attainable housing. However, many residents have testified that any such gains will likely be temporary and limited. I have also heard in the public comments a clear recognition that our community's lack of affordable housing is a critical issue. Many residents expressed heartfelt concern about the lack of housing options for themselves, their friends, family, neighbors, and employees. I have also listened to a number of creative and practical suggestions for addressing our housing crisis. Suggestions such as a land trust, public housing, public-private partnerships, deed restricted developments, and ADU tax incentives. None of the suggestions I have heard are mutually exclusive.

Given the near universal acknowledgement of the need, and the wealth of ideas, I hope that we as a community are able to put these suggestions into action. Any affordable housing project will need money. As a homeowner in the city, I would support and campaign for a dedicated levy to fund true, long-term, affordable housing solutions.

I want to end by recognizing the hard work of the Council, the city staff, and the many community members who have participated in this process. I hope that we as a community can continue to bring energy and resources to supporting affordable housing solutions.”

### **III PRESENTATIONS**

#### **1. Update to Council from HRSS/Warming Shelter, Sarah Kellems**

Kellems gave Council an update on Hood River Warming Shelter and presented a PowerPoint. The PowerPoint was added to the record.

Over the 11-year history, the warming shelter has always had strong community support and their partnerships became even more critical over this past year during the pandemic. Last year with the onset of the pandemic, they decided to leave the small space at Riverside Church. It would no longer be feasible. They left Riverside Church without knowing where they would go but with the commitment to their mission. Last summer the Shelter Board and Operations Committee engaged in conversations what sheltering might look like during a pandemic. It was decided to move forward with noncongruent shelters which limited shared breathing space, in order to minimize exposure, and transmission of the virus. Pallet shelters were used for the program. This was only possible through CARES Funding that was allocated by both the City of Hood River and Hood River County. There was a struggle to find a location. Hood River Valley Church said yes to siting the warmer shelter for one season. 13 pallet shelter units were installed. COVID safety measures were taken at the shelter. They did not have any positive COVID cases, during the winter season. The shelters were open 119 consecutive nights and served 89 individual guests. Including 25 women, 2 children and 6 veterans. Average nightly guest count was 13 people per night. 50 out of the 89 guests reported they grew up



in the Gorge. 83 of the 89 reported their last permanent residence was in the Gorge. Kellems spoke about The Dalles and Stevenson's warming shelter programs. Kellems reviewed local services, resources and food service provided. They are currently exploring partnerships with local orchards to loan the pallet shelters for COVID safe workforce housing, during the coming spring, summer and fall. They are excited about the opportunity to share pallet shelters to meet another need in the community. They are also preparing to request feedback from residents in the area of Hood River Valley Christian Church. They feel the shelter program ran smoothly, with a minimal impact on the surrounding area. They hope that will be reflected in the feedback they receive from residents. They plan to use pallet shelters and the non-congregant model again next year. They will need to find a new location for next winters shelter program. She is grateful for Council prioritizing housing and for the variety of ways in which the City is seeking to engage in this complex issue. In order to continue to provide shelter services and help people experiencing homelessness to stabilize, Hood River Shelter Services will need the on-going support of the City in a continued public-private partnership.

#### **IV PUBLIC HEARINGS**

1. Transportation System Plan, K. Liburdy

*\*\* Entire Document for this item located at*

*<https://cityofhoodriver.gov/administration/meetings/> April 12, 2021 Packet # 2*

Mayor McBride reopened the public hearing at 6:57 p.m. and read the script and rules regarding public hearing conduct.

There were no disclosures or conflicts of interest from members of Council.

Liburdy presented the staff report and PowerPoint presentation. The PowerPoint presentation was added to the record. Jon Bosket from DKS Associates was also present. Bosket helped the City with the 2011 TSP update. He has been helping with the current amendments.

Purpose: The purpose of the project is to identify the most important transportation system projects for development in the City's growth areas and to determine whether additional revenue will be available for transportation projects. This project finalizes a narrow amendment to the City's transportation system plan that incorporates transportation system improvements on the westside of town.

Background: This is a project on the City's 2020 Work Plan to address the goal of promoting an efficient and safe multi-modal transportation system that alleviates traffic and parking congestion and encourages biking, pedestrian access and public transportation. The proposed Transportation System Plan (TSP) amendments are narrow in scope and focus on transportation system improvements on the west side of the city based on recommendations from the Westside Area Concept Plan process.

Amendments include new motor vehicle, pedestrian and bicycle projects including off-street paths and trails, as well as updated cost estimates for the proposed and existing projects described in the TSP. These projects are included in the TSP's preferred plan which consists of all improvements identified to meet the City's transportation needs through a planning horizon year of 2031, or 2040 for west Hood River (Attachment A).

In addition to defining the preferred plan, the TSP must identify a subset of projects that align with

anticipated funding which is known as the financially constrained plan. Funding must be reasonably likely for these projects for them to be included in the finally constrained plan.

In 2019 the Planning Commission presented recommendations to the City Council for refinements to the Westside Area Concept Plan Report, including for transportation system improvements, after more than 20 public hearings. More recently a virtual “open house” with a bilingual survey was held to gather additional input from the community and nearly 100 responses were submitted. The Planning Commission held two public hearings to review the TSP amendments and received additional written and verbal testimony before making their recommendations to Council.

Staff has prepared a map and list of projects that could be funded with existing resources (Attachments B and C). To fund a broader list of projects and expand the financially constrained list, additional revenues would be required. Staff has prepared a map and list of projects that could be funded with an increase in funding (Attachments D and E).

Existing funding sources for capital projects include state match funds (i.e. STIP) and Transportation System Development Charges (SDCs). Hood River’s Transportation SDC currently is \$2,059 for a single-family dwelling. Staff prepared a list of Transportation SDCs from over 20 other cities in Oregon for reference (Attachment F). The TSP also identifies potential new sources for funding projects including State and Federal appropriations, developer exactions, Urban Renewal Districts, Local Improvement Districts (LIDs), street utility fee, General Fund revenue, special assessments, employment taxes and grants.

Recommendations: Staff recommends the TSP includes a financially constrained plan with a broader list of projects (Attachments D and E). The broader list includes projects that are already in progress and that are critical for growth, and it addresses the 2020 Work Plan strategy of emphasizing updates to the bicycle/pedestrian, and trails projects during the TSP update.

Based on analysis from staff and DKS Associates, a Transportation SDC increase to approximately \$4,900 for a single-family dwelling (and an equivalent increase for other uses) would provide sufficient funding for the recommended financially constrained plan.

Given Council’s housing goals and concerns about housing affordability, staff recommends that a Transportation SDC methodology be evaluated along with other SDCs with these housing goals in mind. However, Council should understand that if the Council wants to make additional investments in transportation, it must be reasonably likely that additional funding will be available.

As an alternative, Council could direct staff to immediately increase Transportation SDCs to fund the broader list of projects.

Council could also evaluate feasibility of other funding sources (e.g. Tax Increment Financing, Bonds, Urban Renewal) for transportation system improvements to reduce impacts to new homes and businesses that pay Transportation SDCs.

Next steps: Prior to finalizing the proposed TSP amendments, the City must identify a financially constrained for the TSP. During this hearing, the City Council will:

- 1) Take public testimony prior to deliberation.
- 2) When Council is ready to deliberate, the hearing should be closed. If the hearing is not closed on April 12, the hearing must be continued to a date and time certain.
- 3) Direct staff to prepare an ordinance for consideration at a subsequent Council meeting.

Liburdy reviewed information regarding funding. Prior to finalizing the TSP amendments, the City must determine whether funding for projects would be based on existing revenue sources, including Transportation System Development charges (SDC's), or if it is likely additional revenue will be generated to fund a broader list of projects. A virtual open house was held that included a bilingual survey to get a sense of the communities' priorities for funding projects. They used Facebook, print ads in the Columbia Gorge News, and spot ads in their digital paper, as well other media outlets to alert the public to the survey. They received nearly 100 responses. A summary of the community feedback is included in the packet materials. The top three projects named by respondents were improvements to the Indian Creek Trail, improvements to 12<sup>th</sup> Street and 13<sup>th</sup> Street in the Heights, including projects for cyclists and at intersections, as well as improvements at Cascade and Rand Road intersection. The first step is to get projects in what is know as the TSP Preferred Plan. They have done that by adding the Westside Projects to the draft document. There is a large gap between the estimated costs of the preferred projects, and the revenue sources that are currently available to pay for them. The TSP also includes a section known as the financially constraint plan. This lists projects that are funded by a variety of sources, including transportation SDC's.

Bosket provided an explanation of the Preferred Plan and the Financially Constraint Plan in the TSP.

Liburdy stated on March 9, staff recommendations were provided for projects to be included in the TSP Financially Constraint Plan. These recommendations were reviewed by the Planning Commission during their last hearing. They are included in the packet. He has been referring to the list of projects that can be funded with existing sources, as the short list. A broader list of projects is recommended but can only be used for the Financial Constraint Plan if the City can direct more funding to these improvements. For completing the TSP amendments, Council was being asked to confirm which list of projects would be used to provide a more thorough network of improvements, including for pedestrians and cyclists. Staff and the Planning Commission recommend the use of the broader list of projects if sufficient additional funding can be made available. The broader list of projects appears to be supportable by increasing the City's SDC's from it's current \$2059, to approximately \$4900 for a single-family dwelling and an equivalent increase for other types of uses. The Planning Commission supports this because it appears to be middle of the road, compared to other cities in Oregon. However, due to concerns about housing affordability staff and the Planning Commission recommend evaluating feasibility of a different SDC methodology, using a tier approach. The Planning Commission does not recommend relying on primarily on SDC's, which are paid exclusively by new homes and businesses. Staff and the Planning Commission recommends evaluating feasibility of coupling an increased SDC, with other funding sources. If Council supports a financially constraint plan with a broader list of projects to increase Transportation SDC's, perhaps coupled with other sources, staff may be able to evaluate an SDC increase and the current SDC methodology by expanding the scope of the current utility rate and SDC study.

Liburdy shared a map of what he has referred to as the short list of recommended financially constraint projects, based on existing revenue sources and the second map adds to the short list and depicts staff recommendations for a broader financially constraint project list, with about \$18.6 million in additional funding needed. It does not include recommendations for the Heights Urban Renewal Area or the Historical Columbia Highway State Trail. They will be reviewed in separate projects. It stops well short of funding all recommendations for the Westside Concept Plan Report, which would require about \$60 million additional dollars, but it includes projects that are critical for growth. See slides 25 and 26 of PowerPoint for maps. These were prepared based on recommendations from the consulting team, City Engineering, City Planning and public feedback.

Mayor McBride opened the public testimony portion of the hearing.

**Public Comment:**

MariRuth Petzing, Hood River, OR – she addressed equity and the public comment process. She recognizes and appreciates there was an attempt to reach the Hispanic and Latino community. In this process it did not work. Petzing suggested different ideas that could be considered for outreach to receive testimony and comments. It is the City’s job as a community to get participation. She asked that the City take the equity goals and pledge seriously and not move forward until a base level of equitable input has been received.

Jody Behr, Hood River, OR – there are so many projects in the City that are needed. She is in support of everything Liburdy spoke about, but they must balance all the project needs. They have had developers build sidewalks to nowhere, when instead they could have used that money for another part of the City for sidewalks that are needed. There are other Portland area cities that use programs that would be useful for Hood River to start implementing.

Claudia Munk-von Flotow - Hood River, OR – agreed with Behr’s comments about sidewalks to nowhere. She has emailed several staff and Councilors but wanted to reiterate for the sake of public comment. She believes it is a good opportunity to sunset the Downtown Urban Renewal Zone and create a new one on the westside of the City. It seems like a good opportunity given the amount of vacant developable land on the westside, the enormous funding gap and the idea that Downtown is primed for sunset.

Mayor McBride closed the oral argument and public testimony portion of the public hearing and Council entered into deliberations.

Council discussed and agreed they are in favor of the broader project list.

Councilor Zanmiller suggested if Council is going to go with the broader constraint list, which he supports he would personally advocate they complete P19, P20 and P4 before MV4.1. He is hesitant to even bring it up because it is semifictional, and the future is going to bring what the future will bring. Showing the trail networks Council has been talking about for so long, he thinks it makes it a priority for Council. There was discussion, no changes or decisions were made from the suggestions.

- Motion:** I move to approve the TSP amendments including use of the broader project list for the financially constrained plan, and direct staff to prepare an implementing ordinance.
- First:** Metta
- Second:** Rivera
- Discussion:** Councilor Counihan agreed with Councilor Zanmiller...
- Vote:** Motion passed (roll called)  
Ayes: McBride, Zanmiller, Saunders, Counihan, Metta, Haynie, Rivera  
Nays: None  
Abstentions: None  
Excused: None

Mayor McBride adjourned the public hearing at 8:10 p.m.

## **WORK SESSION**

- V OPEN WORK SESSION – 8:16 p.m.**
- VI AGENDA ADDITIONS OR CORRECTIONS**
- VII DISCUSSION ITEMS**
- VIII ADJOURN WORK SESSION – 8:16 p.m.**

## **REGULAR COUNCIL MEETING**

- I OPEN REGULAR COUNCIL MEETING – 8:17 p.m.**
- II AGENDA ADDITIONS OR CORRECTIONS**
- III CONSENT AGENDA**
  - 1. Council Meeting Minutes – March 1, 8, 15 and 29, 2021
  - 2. OLCC Permit Application Approval – Freshies Bagel and Juice, 13 Oak Street
  - 3. Stormwater Line Intergovernmental Loan Agreement, W, Norris

Note: March 29, 2021 minutes were removed for edits on page 43 and 45.

**Motion:** To approve the Consent Agenda as amended,  
**First:** Saunders  
**Second:** Counihan  
**Discussion:** None  
**Vote:** Motion passed (roll called)  
Ayes: McBride, Zanmiller, Saunders, Counihan, Metta, Haynie, Rivera  
Nays: None  
Abstentions: None  
Excused: None

### **IV REGULAR BUSINESS ITEMS**

- 1. Resolution 2021-04: Setting Utility Rates Effective July 1<sup>st</sup>, 2021  
The City Council held a series of three meetings in March to establish a new five-year rate plan and set specific rates for Fiscal Year (FY) 2021-22, effective July 1st. The rate analysis was completed and presented by the City's utility rate consultants FCS Group. The billing impacts for several example customer types is summarized in the table in the meeting packet.  
Resolution 2020-14 implements the first year of the five-year rate plan presented by FCS Group. The rate plan is constructed to achieve the following goals:
  - 1. Support prudent utility infrastructure maintenance, repair, and replacementThe proposed rates are constructed to increase city-wide water and sewer revenues by 3% and stormwater revenues by 14%. This revenue will fund ongoing maintenance and continue progress on the City's water, sewer, and stormwater capital plans.

2. Gradually improve alignment of user charges to proportional system impact  
The FCS group calculated the relative impact that various rate payers place on the utility system. The proposed rates are tailored to incrementally align charges to each rate payer's proportional impact. This is achieved by more finely tailoring non-residential wastewater strength categories, using a model implemented in Bend, and by transitioning from meter size to square footage of impervious service for calculation of stormwater charges. This will mean high-strength wastewater businesses, such as breweries, and properties with large parking areas will experience larger percentage rate increases than the typical residential home.

3. Expand low-income utility assistance for rate burdened households  
The proposed rate program is sensitive to low-income households' ability to pay. The proposed rates will fund an expanded low-income discount program administered through the Mid-Columbia Community Action Council. Utility revenues will support increased marketing and outreach to inform qualifying households of this available discount. The value of the discount will also be applied against electricity bills if a qualifying household receives City utilities through a shared meter (most typically as part of a multi-family development or mobile home park).

**Motion:** I move to adopt Resolution 2021-04 establishing utility rates effective July 1, 2021.  
**First:** Counihan  
**Second:** Saunders  
**Discussion:** None  
**Vote:** Motion passed (roll called)  
Ayes: McBride, Zanmiller, Saunders, Counihan, Metta, Haynie, Rivera  
Nays: None  
Abstentions: None  
Excused: None

2. Ordinance 2061 Middle Housing Code File:2020-37  
Background: Developing code language for missing middle housing types (duplexes, triplexes and cottages) is a project on the City Council 2020 workplan. The purpose of the project is to establish a clear process and regulatory framework to allow greater diversity of these needed housing types.

At its March 29th hearing Council reviewed the draft code and deliberated the draft and closed the hearing relating to the Middle Housing code.

Based on Council direction, staff made additional clarifications to the code and ordinance. The following issues modifications appear in the code.

- The rewording and clarification of definition of FLOOR AREA;
- The removal of a specified floor area of a "cottage";
- An added regulation to allow the reduction of site area requirements to 2,300 square feet for dwelling units 800 square and less within the R-1 zoning; (Section A of the Code);
- A reformat of the Table for Section A;
- Clarification that the 6-unit development cap in the R-1 zone can be comprised of two-unit duplexes and/or detached single dwelling cottages (Section A of the Code);
- Use of the City's base zone parking regulations that allows parking between dwellings

and street frontages (Section E and L of the Code);

- An additional access allowance for developments which are required to use an alley access may be allowed a second access point to/from a public street (Section F of the Code);
- Clarification that all middle dwellings (both under 1200 and 800 square feet and less in floor area) would be allowed the additional 300 feet to accommodate a garage (Section H of the Code);
- Update of height graphics to match the code language (Section J);
- Elimination of porch size and front porch façade standard (Section K);
- Clarification that conversions and sites that add dwellings while maintaining an existing dwelling would be allowed to maintain preexisting driveways and access points (Section N of the Draft Code);
- Short term rentals for middle housing developed in the C-1 Zone may be allowed but only when the dwelling is the owners primary residence (Section N of the Draft Code);
- A reporting acknowledgement of middle housing construction and development (Included in Ordinance 2061 Recitals)

Ordinance 2061 is included in the packet, has been posted for public view for 7 days at City Hall, and is prepared for its first reading.

There was discussion and Council agreement to add suggested language by Nilsen to make C-1 the same as R Zone, for short-term rentals if they are doing middle housing.

Suggested language: Middle Housing dwellings developed under the provisions of this Chapter which are located in the C-1 zone shall not be licensed as short-term rentals, unless the dwelling complies with all licensing provisions, is the owner's primary residence, and does not exceed the nightly stays permitted in the residential zones.

**Motion:** I move to approve the first reading of Ordinance 2061 on tonight's agenda, as amended.  
**First:** Metta  
**Second:** Saunders  
**Discussion:** None  
**Vote:** Motion passed (roll called)  
Ayes: McBride, Zanmiller, Saunders, Counihan, Metta, Rivera  
Nays: Haynie  
Abstentions: None  
Excused: None

## V CITY RECORDER

1. Reading of Ordinance 2061 Missing Middle Housing for the first time by title only

**Motion:** To read Ordinance 2061 for the first time by title only.  
**First:** Saunders  
**Second:** Metta  
**Discussion:** None  
**Vote:** Motion passed (roll called)  
Ayes: McBride, Zanmiller, Saunders, Counihan, Metta, Rivera  
Nays: Haynie  
Abstentions: None

Excused: None

Gray read the ordinance by title only. The Mayor announced that Ordinance 2061 had passed its first reading and would be read for the second and final time at the next regular meeting.

**VI MAYOR**

1. Budget Committee Appointment

Saunders recommend reappointing Bick on the City Budget Committee. Haynie second. Mayor appointed Bick to the City Budget Committee.

2. Arbor Day Proclamation

Mayor McBride read the proclamation proclaiming April 30, 2021 as Arbor Day.

3. Letter of Support - Argonaut Investments, LLC. Taylor Housing Project

Majority of Council were in favor of signing the letter. Metta abstained.

**VII COUNCIL CALL**

**VIII EXECUTIVE SESSION 8:51pm – 9:07pm**

1. Oregon Revised Statute 192.660 1 (d) To conduct deliberations with persons designated by the governing body to carry on labor negotiations.

**IX ADJOURN** – Adjourned by unanimous consent at 9:07p.m.

\_\_\_\_\_  
Kate McBride, Mayor

\_\_\_\_\_  
Jennifer Gray, City Recorder

*Approved by City Council on* \_\_\_\_\_



**City of Hood River  
City Council – Special Meeting  
April 26, 2021, Noon**

Council: Mayor Kate McBride, Mark Zanmiller, Megan Saunders, Tim Counihan, Jessica Metta, Gladys Rivera

Staff: City Manager Rachael Fuller, Fire Chief Leonard Damian, Police Chief Neal Holste, Public Works Director Mark Janeck, City Engineer Wade Seaborn, City Recorder Jennifer Gray, GIS Analyst Jonathan Skloven-Gill

Absent: Erick Haynie

**I CALL TO ORDER**

Mayor McBride called the meeting to order at 12:00 p.m.

**II DISCUSSION ITEMS**

1. City Manager Recruitment Firm Interviews

City Council interviewed Jensen Strategies and Novack Consulting Group for executive recruitment for City Manager. Council will make their selection during this evenings regular City Council meeting.

**III ADJOURN** – Adjourned by unanimous consent at 1:00 p.m.

\_\_\_\_\_  
Kate McBride, Mayor

\_\_\_\_\_  
Jennifer Gray, City Recorder

*Approved by City Council on* \_\_\_\_\_

**City of Hood River**  
**City Council Work Session**  
**April 26, 2021**

Council: Mayor Kate McBride, Mark Zanmiller, Megan Saunders, Tim Counihan, Jessica Metta, Erick Haynie, Gladys Rivera

Staff: City Manager Rachael Fuller, Finance Director/ACM Will Norris, City Attorney Dan Kearns, Fire Chief Leonard Damian, Police Chief Neal Holste, Public Works Director Mark Janeck, City Engineer Wade Seaborn, City Recorder Jennifer Gray, GIS Analyst Jonathan Skloven-Gill

Absent:

**I CALL TO ORDER** – Cell Phone Reminder – 6:00 p.m.

Land Acknowledgement Statement and Pledge of Allegiance

**II BUSINESS FROM THE AUDIENCE**

Megan Ramey, Hood River - resident and parent of a 5th grader.

“I am excited to share that since April 5th, Hood River has our first bike train for May Street School, and I would like to invite Council to join us for May Bike Month! WHAT IS A BIKE TRAIN? Functioning like a school bus with routes, stops and timetable, a bike train has two parent conductors, one at the front (engine) and one in the rear (caboose). Students can ride with or without their parents to the school to learn bicycle safety and safe routes. We depart from two locations, picking up students at noted stops. Following the end of school, students ride in their bike train to the stop nearest to their home.

The bike train has already produced fond stories and memories...we carry the kids' heavy backpacks, coach them in handling skills, make pit stops at Little Libraries, we have gotten to know our fellow May Street parents, heard all about Pokemon and horses and listened to music on the ride. Kinders ride the whole route and a few 4th and 5th graders have already graduated, now knowing the safe route, their parents are comfortable with their independence. The students get fresh air, outdoor social time and a normal routine in an otherwise Covid roller coaster world. Parents' time is freed from congested vehicle lines or to simply stay working.

I've shared the map and photo and attached the bilingual brochure. We are updating the timetable after a month of operating and I can see it really growing when the weather is warmer. Can you please join us as celebrity conductors and share in the joy for May Bike Month? Please reach out to me to coordinate.”

Alison Fitts, Hood River – addressed Council regarding her concerns along with her neighbors about the OLCC license that Inn at the Gorge has on tonight's Consent Agenda, for Council's consideration for recommendation.

Mayor McBride stated this will be discussed during the regular meeting.

### **III PRESENTATIONS**

#### **1. Farmers Market, Hannah Ladwig**

Ladwig presented to Council with an overview of Gorge Grown and Farmers Market.

Their mission is to build a resilience and inclusive food system that improves the health and wellbeing of the community. They try to increase the supply and demand of local food in the Gorge. Gorge Grown has many programs that help their mission, including the Mobile Farmers Market that will begin this May. It will going to ten communities throughout the Gorge. Ladwig gave a summary of the other programs they provide.

Ladwig thanked the City for all the support they gave Gorge Grown during 2020. With the waiver of parking lot fees, they were able to put those funds into the Snap Match Program. It became more important than ever due to raising needs during the pandemic. Allowing them to open a month early last year at the beginning of the pandemic was essential, as grocery stores were going bare. They had one of the most successful seasons and it would not have been possible without the City's support. She thanked the City for continuing to waive the parking lot fee, for this coming season. With that savings they will be able to increase their Snap Match Program from a \$10 match to a \$15 match. In 2020, they had around \$9,300 in benefits used at the market which was double of any other year they have had the market. They gave out around \$4,000 in the incentive. That was also a large increase. They had around 130 unique Snap customers and 210 customers that were new to Snap, or to the market. Because of the pandemic more people were eligible for Snap and more support was there, due to the pandemic EDT. They conducted a survey and 100% of Snap customers said the amount of fruit and vegetables they were consuming increased, as a result of the program. 100% of them said the number of times they visited the market increased because of the Snap Match Program. 2020 was their most successful season in many ways. With the guidance of Oregon Department of Agriculture, Oregon Health Authority and Oregon's Farmers Market Association, they developed a very robust safety plan. This plan has served as a model for other markets across the Northwest.

60% of customers were coming from Hood River and 38% were coming from surrounding communities. 83% of local farmers and food producers lost restaurant accounts last year, so direct sales to customers became even more important. 91% customers stated they felt more safe shopping at a farmers' market, then shopping at a groceries store. Attendance was down 23%, but the average customer was spending significantly more at the market. Gross sales increased by 16% from the year before. Vegetable's sales grew by 50% and meat sales increased by 80%. Gorge Grown is looking to build on the success in 2021. The market season starts this Saturday.

## **WORK SESSION**

### **V OPEN WORK SESSION – 6:20 p.m.**

### **VI AGENDA ADDITIONS OR CORRECTIONS**

### **VII DISCUSSION ITEMS**

#### **1. Council Work Plan Project Scope - Affordable Housing Strategy, J. Kaden**

Kaden presented a PowerPoint presentation. The PowerPoint has been added to the record.

Purpose: The cost of housing in Hood River is a burden to families and individuals and makes it difficult to recruit and retain workers. Additionally, the market is not producing housing that is affordable to families earning at or below the median family income (MFI). Despite deliberate and consistent action by the City Council over many years, the gap between what families earn and what they can afford in housing continues to grow. The City's 2021 Work Plan includes the development of an Affordable Housing Production Strategy to identify public policy tools and strategies the City can use to encourage the production of housing for individuals earning up to 120% of MFI (MFI ≈ \$76,800) and a plan to implement those strategies.

The purpose of this discussion is to outline staff's understanding of the project deliverables and outcomes, identify the issues the project seeks to address, and to gain additional clarity from Council before moving forward.

Background: The City's Housing Needs Analysis (2015) identified housing affordability challenges, quantified Hood River's development capacity, and noted a limited supply of land zoned for multi-family housing. An accompanying Housing Strategy (2015) recommended strategies and policy changes to increase land use efficiency, regulate secondary and short-term rental housing, and develop affordable housing with a broad goal of helping the City manage land within the urban growth boundary to meet current and future housing development capacity while maintaining quality of life in Hood River and protecting public interests such as housing affordability, health, safety, and municipal revenues. In 2019, the City updated key data points from this strategy, which confirmed that the needs remain. Strategy 3 of the 2015 Housing Strategy included recommended actions and policy changes intended to encourage development of market- rate and government-subsidized affordable housing in Hood River.

Since then, the City has adopted or made progress on many significant policy initiatives to address housing including the following 2015 recommendations:

- Developed short-term rental licensing program (Ordinance 2026)
- Updated townhouse code to streamline approval process (Ordinance 2036)
- Adopted 1% construction excise tax (CET) dedicated to affordable housing (Ord. 2042)
- Updated ADU code to incentivize development (Ordinance 2050)
- Purchased land at 780 Rand Rd. with goal of developing affordable housing (2020)
- Developed Middle Housing code (Ordinance 2061)

Meanwhile, Hood River's population continues to grow, construction of new housing has not kept pace with demand, and housing has become more unaffordable. Hood River, like other communities in the northwest, continues to see a gap in housing affordable to those making 120% of MFI or less and the trend is likely to continue without additional community action to produce housing for this population. ECONorthwest documented this trend in an updated report on housing in Hood River.

The data tells us that between 2011-2019, median housing prices in Hood River rose approximately 41%, or \$148,000, while median household income rose only 27%, or \$16,000. In addition, the percentage of housing stock affordable to families earning up to

100% median family income (MFI) dropped from 40% to 15% during that time. Currently, only about 23% of Hood River's workforce lives in the city limits. (Hood River Economics of Housing Market FAQ, June 2020) Earlier this year, ECONorthwest confirmed that that increased housing production at all price points and regulatory and land use efficiency changes are vital, but insufficient to increase the number of affordable housing units needed. The community needs to be more proactive to ensure affordable housing units are constructed and remain affordable long-term and strong partnerships are required.

This story is true across Oregon and not unique to Hood River. To help communities meet housing needs, the Oregon legislature adopted House Bill 2003 in 2019. As an outcome of the legislation, the State of Oregon now requires cities with a population of more than 10,000 people to conduct a housing needs assessment and develop and adopt a housing strategy that includes a list of specific actions and policies the city will undertake to promote development that addresses all identified housing needs (ORS 197.290(2) and OAR 660-008). While not required to do so, Hood River can benefit from the state's guidance to develop a similar toolbox of policies it can leverage to incentivize production of affordable housing. This will require strong partnership with community partners and developers who build affordable housing.

Discussion: Hood River's 2021 workplan project will position the city ahead of any future requirement for small cities to implement HB 2003. The deliverable of the project is an affordable housing strategy that, if implemented, would encourage the production of housing for those earning 120% MFI or less. Adoption of a strategy and implementation plan will provide clear guidance to developers, builders, non-profits, and other housing producers, as well as staff, about the specific policies, tools and actions the city will use to encourage the development of affordable housing.

The strategy may include financial incentives, financial resources, tax exemptions, actions to reduce infrastructure impediments, and acquisition tools. The strategy is not intended to include policy tools for market-rate housing production, the actual construction of affordable housing units, identification of land for acquisition, zoning or municipal code amendments, or permitting changes.

Anticipated outcomes of the Affordable Housing Production Strategy are:

- Production of affordable housing (120% and below) by community partners
- Guaranteed long-term affordability when public subsidies are used
- Greater percentage of Hood River's workforce living in Hood River
- Reduced percentage of cost-burdened households
- Strengthened public-private partnerships to achieve affordable housing goals
- Increased community understanding of the housing issues in Hood River
- Increased community support for investments in affordable housing

One component of the project is the creation of a task force to provide important community input and connection and to assist Council in understanding perspectives in the community. The task force will be comprised of local technical experts (policy or finance or both), consumers of workforce housing, employers (e.g. hospitality sector, large employer), and housing partners (e.g. community land trust, housing authority). Staff recommends that one Councilor serve as a liaison on the task force to listen to the task force and communicate back with the Council.

Next Steps: Next steps include developing a request for proposals to hire a housing consultant and creating an affordable housing task force, develop a public engagement plan, not only for the task force but to engage the broader community and kick off the task meetings in the summer and fall.

Staff would like to hear from Council whether there are any additional deliverables, outcomes, or issues to be considered in this project or additional clarity on the outcomes.

Councilor Counihan suggested reaching out to Portland State University in their Urban Study's Program. Maybe they will be willing to provide some input or have a student participate.

Councilor Metta appreciates the project states what it does and doesn't include. It is important to outline. She also appreciates it includes an implementation plan; it is not just a document that sits on a shelf. She is interested in seeing consideration of what tools can be used to protect the affordable housing they already have, in addition to how to encourage more. One that she is particularly interested in the is manufactured home parks and RV parks that are used for housing. Those are important pieces of the community. They have seen where manufactured homes were lost to higher end housing. She would like some type of protection considered. She would also like to see how Urban Renewal can be used as a tool for the westside of the community, where the cost of infrastructure is becoming a barrier to development.

Councilor Rivera would advocate for a community member to be a part of the task force, to give their input on their experience with housing. She also thinks it is important to invite a County Commissioner to be a part of the task force. It would be an opportunity to pool City and County resources and money together, to make an impact to infrastructure and workforce housing.

Councilor Zanmiller recommends the task force include not just an observer City Councilor but a participant City Councilor. He asked why they would not include reduced regulatory impediments as part of what they are looking at? If all the data comes back and says this rule(s) are having negative effects, why would that not be on the table?

Kaden stated she is not sure if a task force will be formalized until there is a consultant in place. If Council is comfortable with identifying a Councilor to sit on the task force, that can be done tonight.

Councilor Saunders volunteered to be on the task force.

**Motion:** I move to appoint Councilor Saunders to serve as a liaison to the Housing Production Strategy task force.

**First:** Rivera

**Second:** Metta

**Discussion:** None

**Vote:** Motion passed (roll called)

Ayes: McBride, Zanmiller, Saunders, Counihan, Metta, Haynie, Rivera

Nays: None

Abstentions: None

Excused: None



**VIII ADJOURN WORK SESSION – 7:03 p.m.**

**REGULAR COUNCIL MEETING**

**I OPEN REGULAR COUNCIL MEETING – 7:03 p.m.**

**II AGENDA ADDITIONS OR CORRECTIONS**

**III CONSENT AGENDA**

Mayor McBride stated they will separate Consent Agenda items to be consider separately.

1. Council Meeting Minutes – March 29, 2021

**Motion:** To approve the Council Meeting Minutes of March 29, 2021.  
**First:** Saunders  
**Second:** Metta  
**Discussion:** None  
**Vote:** Motion passed (roll called)  
Ayes: McBride, Zanmiller, Saunders, Counihan, Metta, Haynie, Rivera  
Nays: None  
Abstentions: None  
Excused: None

2. OLCC Permit Application Approval  
- Inn at the Gorge – Full On-Premises, Other Public Location

There was discussion regarding the concerns that were brought to Council by several neighbors of Inn at the Gorge, about their OLCC liquor license application. Fuller, Nilsen and Chief Holste provided information and answered questions asked by Council.

Mayor McBride took a vote on the recommendation for the OLCC permit. There were five votes not in favor of the recommendation.

Ayes: Saunders, Metta  
Nays: McBride, Zanmiller, Counihan, Haynie, Rivera

3. Letter of support HB 3221 - Green Tariffs, Energy Council  
Councilor Saunders disclosed she has a potential conflict of interest. Based on her employer who would be one of the local districts, that could operate under this. They also operate two small hydro powerplants, that could come into play.

**Motion:** I move to approve the letter of support for HB 3221 Green Tariff energy Council.  
**First:** Rivera  
**Second:** Zanmiller  
**Discussion:** None  
**Vote:** Motion passed (roll called)

Ayes: McBride, Zanmiller, Saunders, Counihan, Metta, Haynie, Rivera  
Nays: None  
Abstentions: None  
Excused: None

#### **IV REGULAR BUSINESS ITEMS**

1. Executive Recruitment Services, R. Fuller

The purpose of this item is to authorize the City Manager to enter into a professional services agreement with an executive search firm to assist the Mayor and City Council during the recruitment and hiring of a new city manager.

The City Manager serves as the Chief Administrative Officer for the City and is responsible for the direction and supervision of all activities of city departments, the execution of the budget and implementation of policy as established by the City Council. Earlier this year, the City Manager announced her decision to resign from the position, effective July 2, 2021. At the request of the City Council, the City issued a request for proposals from executive search firms to assist the City Council in filling the vacancy. On Monday, April 26, the City Council held a special meeting and interviewed two firms.

This is a Council discussion item with the purpose of choosing a search firm to assist with the recruitment of a new city manager. It is expected that the process would take 3-6 months following execution of the contract.

Staff recommends that the City Council authorize the City Manager to draft and sign a personal services agreement with one of the firms for executive search services.

Council thanked both firms for interviewing. They both did a great job interviewing and have provided great service to the City in the past. Council discussed their reasons for their top choice.

**Motion:** I move to authorize the City Manager to draft and sign a personal services agreement with Jensen Strategies for executive search services.  
**First:** Saunders  
**Second:** Metta  
**Discussion:** None  
**Vote:** Motion passed (roll called)  
Ayes: McBride, Zanmiller, Saunders, Counihan, Metta, Haynie, Rivera  
Nays: None  
Abstentions: None  
Excused: None

#### **V CITY RECORDER**

1. Reading of Ordinance 2061 Missing Middle Housing for the second time by title only

**Motion:** To read Ordinance 2061 for the second time by title only  
**First:** Saunders  
**Second:** Rivera  
**Discussion:** None

**Vote:** Motion passed (roll called)  
Ayes: McBride, Zanmiller, Saunders, Counihan, Metta, Rivera  
Nays: Haynie  
Abstentions: None  
Excused: None

Gray read the ordinance by title only. The Mayor announced that Ordinance 2061 had passed its second reading and would become law in 30 days.

2. Reading of Ordinance 2062 Transportation System Plan for the first time

**Motion:** To read Ordinance 2062 for the first time in its entirety.  
**First:** Metta  
**Second:** Haynie  
**Discussion:** None  
**Vote:** Motion passed (roll called)  
Ayes: McBride, Zanmiller, Saunders, Counihan, Metta, Haynie, Rivera  
Nays: None  
Abstentions: None  
Excused: None

Liburdy read the ordinance in its entirety. The Mayor announced that Ordinance 2062 had passed its first reading and would be read for the second and final time at the next regular meeting on May 10, 2021.

**VI MAYOR**

1. Bike Month Proclamation

Mayor McBride proclaimed May 2021 as Bike Month and read the proclamation in its entirety. Mayor McBride asked staff to post information on Bike Month on the City's website.

**VII COUNCIL CALL**

Mayor McBride gave an update on the Bridge Replacement Project working group. She was interviewed by Columbia Gorge News. The article might be in the paper this week or next. They asked about housing and infrastructure. They also interviewed the Mayor of White Salmon on the same subject. The homeless working group met last week. They are working on trying to make a bigger coalition. There are numerous homeless coalitions right now. They feel if they become one voice regarding the homeless in the area, they will have a chance to receive funds.

Councilor Metta invited everyone to attend the Regions Comprehensive Economic Strategies meeting. She will send the link to anyone interested in attending.

Councilor Saunders stated COVID numbers are increasing. She reminded everyone to continue to social distance, wear a mask and get the vaccine.

Councilor Haynie spoke briefly about being the sole Councilor to vote nay on the Middle Housing Code. He does wish this well. He explained the reason he could not get to a yes vote. His preference would have been a more graduated approach, not to have a

blanket approach across the City. He would have liked to have more public involvement. He felt this gave false hope. To him this plan wasn't built on the idea of creating more affordable housing. It was not designed around that concept, but it was sold on that concept. He is not sure the market is going to deliver the results, that it was sold on. This was difficult for him. He does not like being alone and he respects everyone's views. He personally could not get to a yes vote. He is wishing the best for the ordinance.

Mayor McBride reminded Council there is a City Budget meeting Wednesday at 6pm.

**VIII ADJOURN** – Adjourned by unanimous consent at 8:08 p.m.

\_\_\_\_\_  
Kate McBride, Mayor

\_\_\_\_\_  
Jennifer Gray, City Recorder

*Approved by City Council on* \_\_\_\_\_



# LIQUOR LICENSE APPLICATION

PRINT FORM

RESET FORM

1. Application. **Do not include** any OLCC fees with your application packet (the license fee will be collected at a later time). Application is being made for:

License Applied For:	CITY AND COUNTY USE ONLY
<input type="checkbox"/> Brewery 1 <sup>st</sup> Location	Date application received and/or date stamp:
Brewery Additional location (2 <sup>nd</sup> ) <input type="checkbox"/> (3 <sup>rd</sup> ) <input type="checkbox"/>	
<input type="checkbox"/> Brewery-Public House (BPH) 1 <sup>st</sup> location	Name of City or County:
BPH Additional location (2 <sup>nd</sup> ) <input type="checkbox"/> (3 <sup>rd</sup> ) <input type="checkbox"/>	
<input type="checkbox"/> Distillery	Recommends this license be:
<input type="checkbox"/> Full On-Premises, Commercial	
<input type="checkbox"/> Full On-Premises, Caterer	<input type="checkbox"/> Granted <input type="checkbox"/> Denied
<input type="checkbox"/> Full On-Premises, Passenger Carrier	By: _____
<input type="checkbox"/> Full On-Premises, Other Public Location	Date: _____
<input type="checkbox"/> Full On-Premises, For Profit Private Club	
<input type="checkbox"/> Full On-Premises, Nonprofit Private Club	
<input type="checkbox"/> Grower Sales Privilege (GSP) 1 <sup>st</sup> location	
GSP Additional location (2 <sup>nd</sup> ) <input type="checkbox"/> (3 <sup>rd</sup> ) <input type="checkbox"/>	
<input checked="" type="checkbox"/> Limited On-Premises	<b>OLCC USE ONLY</b>
<input checked="" type="checkbox"/> Off-Premises	Date application received: <u>3/25/21</u>
<input type="checkbox"/> Warehouse	Date application accepted: <u>3/25/21</u>
<input type="checkbox"/> Wholesale Malt Beverage & Wine	
<input type="checkbox"/> Winery 1 <sup>st</sup> Location	License Action(s):
Winery Additional location (2 <sup>nd</sup> ) <input type="checkbox"/> (3 <sup>rd</sup> ) <input type="checkbox"/>	<u>N/O</u>
(4 <sup>th</sup> ) <input type="checkbox"/> (5 <sup>th</sup> ) <input type="checkbox"/>	

2. Identify the applicant(s) applying for the license(s). **ENTITY (example: corporation or LLC) or INDIVIDUAL(S)**<sup>1</sup> applying for the license(s):

Northwave Incorporated

App #1: NAME OF ENTITY OR INDIVIDUAL APPLICANT

App #2: NAME OF ENTITY OR INDIVIDUAL APPLICANT

App #3: NAME OF ENTITY OR INDIVIDUAL APPLICANT

App #4: NAME OF ENTITY OR INDIVIDUAL APPLICANT

3. Trade Name of the Business (Name Customers Will See)		
Northwave Inc		
4. Business Address (Number and Street Address of the Location that will have the liquor license)		
400 Portway, Suite 12		
City	County	Zip Code
Hood River	Hood River	97031

<sup>1</sup> **Read the instructions on page 1 carefully.** If an entity is applying for the license, list the name of the entity as an applicant. If an individual is applying as a sole proprietor (no entity), list the individual as an applicant.





OREGON LIQUOR CONTROL COMMISSION

LIQUOR LICENSE APPLICATION

5. Trade Name of the Business (Name Customers Will See) Northwave Inc			
6. Does the business address currently have an OLCC liquor license? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
7. Does the business address currently have an OLCC marijuana license? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
8. Mailing Address/PO Box, Number, Street, Rural Route (where the OLCC will send your license certificate, renewal application and other mailings as described in <u>OAR 845-004-0065[1].</u> ) 400 Portway, Suite 12			
City Hood River		State OR	Zip Code 97031
9. Phone Number of the Business Location 5413866156		10. Email Contact for this Application and for the Business tim@northwavesails.com	
11. Contact Person for this Application Tim Ferrick		Phone Number 5035041733	
Contact Person's Mailing Address (if different)	City	State	Zip Code

Please note that liquor license applications are public records. A copy of the application will be posted on the OLCC website for a period of several weeks.

**ATTESTATION: \*\*READ CAREFULLY AND MAKE SURE YOU UNDERSTAND BEFORE SIGNING THIS FORM\*\***

I understand that marijuana is prohibited on the licensed premises. This includes marijuana use, consumption, ingestion, inhalation, samples, give-away, sale, etc. I attest that all answers on all forms and documents, and all information provided to the OLCC as a part of this application are true and complete.

I affirm that I have read OAR 845-005-0311 and all individuals (sole proprietors) or entities with an ownership interest (other than waivable ownership interest per OAR 845-005-0311[6]) are listed as license applicants in #2 above. I understand that failure to list an individual or entity who has an unwaivable ownership interest in the business may result in denial of my license or the OLCC taking action against my license in the event that an undisclosed ownership interest is discovered after license issuance.

Applicant(s) Signature

- Each individual (sole proprietor) listed as an applicant must sign the application below.
- If an applicant is an entity, such as a corporation or LLC, at least one **INDIVIDUAL who is authorized to sign for the entity** must sign the application.
- An individual with the authority to sign on behalf of the applicant (such as the applicant's attorney or an individual with power of attorney) may sign the application. If an individual other than an applicant signs the application, please provide written proof of signature authority. Attorneys signing on behalf of applicants may list the state of bar licensure and bar number in lieu of written proof of authority from an applicant. **Applicants are still responsible for all information on this form.**

Patrick Timothy Ferrick      Tim Ferrick      3-19-21  
 App. #1: (PRINT NAME)      App #1: (SIGNATURE)      App #1: Signature Date      Atty. Bar Information (if applicable)

\_\_\_\_\_  
 App. #2: (PRINT NAME)      App #2: (SIGNATURE)      App #2: Signature Date      Atty. Bar Information (if applicable)

\_\_\_\_\_  
 App. #3: (PRINT NAME)      App #3: (SIGNATURE)      App #3: Signature Date      Atty. Bar Information (if applicable)

\_\_\_\_\_  
 App. #4: (PRINT NAME)      App #4: (SIGNATURE)      App #4: Signature Date      Atty. Bar Information (if applicable)



# OREGON LIQUOR CONTROL COMMISSION BUSINESS INFORMATION

Please Print or Type

Applicant Name: Northwave Inc. Phone: 5413866156

Trade Name (dba): Northwave Inc

Business Location Address: 400 Portway, Suite 12

City: Hood River, OR ZIP Code: 97031

## DAYS AND HOURS OF OPERATION

### Business Hours:

Sunday	<u>10</u>	to	<u>8</u>
Monday	<u>10</u>	to	<u>8</u>
Tuesday	<u>10</u>	to	<u>8</u>
Wednesday	<u>10</u>	to	<u>8</u>
Thursday	<u>10</u>	to	<u>8</u>
Friday	<u>10</u>	to	<u>8</u>
Saturday	<u>10</u>	to	<u>8</u>

### Outdoor Area Hours:

Sunday	<u>NA</u>	to	_____
Monday	_____	to	_____
Tuesday	_____	to	_____
Wednesday	_____	to	_____
Thursday	_____	to	_____
Friday	_____	to	_____
Saturday	_____	to	_____

The outdoor area is used for:

- Food service Hours: \_\_\_\_\_ to \_\_\_\_\_
- Alcohol service Hours: \_\_\_\_\_ to \_\_\_\_\_
- Enclosed, how \_\_\_\_\_

The exterior area is adequately viewed and/or supervised by Service Permittees.

\_\_\_\_\_  
(Investigator's Initials)

Seasonal Variations:  Yes  No If yes, explain: Summer time is much busier than winter

## ENTERTAINMENT

Check all that apply:

- |  |   |
|--|---|
| <input type="checkbox"/> Live Music        | <input type="checkbox"/> Karaoke                |
| <input type="checkbox"/> Recorded Music    | <input type="checkbox"/> Coin-operated Games    |
| <input type="checkbox"/> DJ Music          | <input type="checkbox"/> Video Lottery Machines |
| <input type="checkbox"/> Dancing           | <input type="checkbox"/> Social Gaming          |
| <input type="checkbox"/> Nude Entertainers | <input type="checkbox"/> Pool Tables            |
|  | <input type="checkbox"/> Other: <u>NA</u>       |

## DAYS & HOURS OF LIVE OR DJ MUSIC

Sunday	_____	to	_____
Monday	_____	to	_____
Tuesday	_____	to	_____
Wednesday	_____	to	_____
Thursday	_____	to	_____
Friday	_____	to	_____
Saturday	_____	to	_____

## SEATING COUNT

Restaurant: \_\_\_\_\_ Outdoor: \_\_\_\_\_

Lounge: \_\_\_\_\_ Other (explain): limited patrons while ordering sails

Banquet: \_\_\_\_\_ Total Seating: 4 to 6

<b>OLCC USE ONLY</b>	
Investigator Verified Seating: _____(Y) _____(N)	
Investigator Initials: _____	
Date: _____	

I understand if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: Tim Ferrick Date: 3-17-21



# CITY COUNCIL AGENDA ITEM COVER SHEET

**Meeting Date:** May 10, 2021

**To:** Honorable Mayor and Members of the City Council

**From:** Will Norris, Finance Dir. / Asst. City Manager

**Subject:** 3<sup>rd</sup> Quarter Financial Performance Report

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## **Background:**

The 3<sup>rd</sup> Quarter (Q3) Financial Report includes nine months of financial data through 75% of Fiscal Year (FY) 2020-21. The attached report includes full-year estimates-to-close based on historical spending patterns and staff knowledge of upcoming expenditures. The attached projections are staff's best projections given financial data through March 31, 2021.

## **Discussion:**

Yearend estimates-to-close are nearly finalized by this time in the fiscal year absent a large and unexpected occurrence. Although it is relevant to note the City has become increasingly accustomed to large and expected occurrences over the last several years. Nonetheless, the Q3 Financial Performance report is submitted with a relatively high-level of confidence.

The largest change between the Q2 and Q3 reports is the inclusion of the first installment of the American Rescue Plan monies, estimated at \$795K. This federal money, that unlike the CARES Act can be used for revenue replacement, will rescue the City from a large declining General Fund balance in FY2020-21. Instead, the Q3 Report expects a minor increase in fund balance of \$33K. The American Rescue Plan monies have been incorporated in the FY2021-22 Proposed Budget's General Fund beginning balance.

Another bright point is lodging taxes. A major lodging upswing in the early months of 2021 resulted in an \$145K upward revision in yearend projections from the Q2 report provided to City Council in February. Unfortunately, parking revenues have not experience as dramatic an upswing. Meter receipts are still down about 25% as compared to pre-pandemic months but up from the worst months of the pandemic.

Overall, higher lodging taxes plus broad-based incremental improvement across many other revenue sources is contributing to a projected ending fund balance of \$3,557,401. This amount is \$296,535 higher than the expectation built into the FY2021-22 Proposed Budget. The FY2021-22 Budget Committee can choose whether to incorporate this updated estimate into the Approved Budget.

## **Staff Recommendation:**

Receive and file quarterly financial report for the period ending March 31, 2021.

Attachments: Quarterly Financial Report for the period ending March 31, 2021

GENERAL FUND REVENUE SUMMARY, Through March (75% of Fiscal Year)							
Resources	Budget	Actual Through Mar. 2021	Year End Estimate	Year End Estimate Over / (Under) Budget	Percent of Budget Received thru Mar. 2021	Fiscal Year 2019-20	
						Revenue thru Mar. 2020	Year-End Actual
<b>Taxes</b>							
Current Property Tax	3,062,665	2,983,035	3,120,799	58,134	97%	2,311,072	2,399,334
Previously Levied Tax	44,453	99,922	112,960	68,507	225%	64,069	74,312
Transient Room Tax	1,269,563	874,957	1,417,148	147,585	69%	1,064,459	1,225,526
Local Marijuana Tax	135,481	94,819	160,192	24,711	70%	90,233	109,606
CET - Admin	10,500	3,946	4,795	(5,705)	38%	6,894	8,377
<b>Licenses &amp; Permits</b>							
Franchise Fees	791,843	463,666	744,006	(47,837)	59%	494,358	777,172
Utility Fees	614,690	468,708	612,652	(2,038)	76%	454,958	601,771
Parking Meter Receipts	572,050	289,255	390,047	(182,003)	51%	461,931	533,758
All Other	140,238	98,179	125,245	(14,993)	70%	105,633	121,723
<b>Fines &amp; Forfeitures</b>							
Parking Fines	162,108	107,417	142,822	(19,286)	66%	151,023	169,597
Municipal Court Revenue	252,975	137,684	144,811	(108,164)	54%	246,501	227,922
All Other	32,000	19,449	25,481	(6,519)	61%	21,055	24,844
<b>Intergovernmental</b>							
Fed. COVID19 Relief	-	202,241	997,295	997,295		-	97,392
All Other	341,211	242,301	344,809	3,598	71%	220,610	331,506
<b>Charges for Services</b>							
Ambulance Revenues	822,186	740,096	948,222	126,036	90%	676,797	856,369
GEMT	57,484	83,016	133,988	76,504		57,419	57,419
All Other	197,343	183,340	236,193	38,850	93%	189,363	211,985
<b>Interest Earnings</b>	81,681	20,818	28,561	(53,120)	25%	74,263	89,819
<b>Misc. Revenues</b>	111,410	115,008	124,313	12,903	103%	107,044	119,491
<b>REVENUE TOTAL</b>	<b>8,699,881</b>	<b>7,227,859</b>	<b>9,814,340</b>	<b>1,114,459</b>	<b>83%</b>	<b>6,797,683</b>	<b>8,037,922</b>

GENERAL FUND EXPENDITURE SUMMARY, through March (75% of Fiscal Year)							
Department	Budget	Actual Through Mar. 2021	Year End Estimate	Year End Estimate Over / (Under) Budget	Percent of Budget Expended thru Mar. 2021	Fiscal Year 2019-20	
						Expenses thru Mar. 2020	Year-End Actual
<b>Fire / EMS</b>	3,926,354	3,177,698	3,818,934	(107,420)	81%	2,829,715	3,657,674
<b>Police</b>	2,693,486	1,829,809	2,431,870	(261,616)	68%	1,853,598	2,439,863
<b>Parks</b>	584,489	356,784	537,420	(47,069)	61%	338,737	460,663
<b>Planning</b>	651,888	414,125	613,498	(38,390)	64%	392,829	531,337
<b>Parking</b>	533,013	349,305	476,529	(56,484)	66%	312,781	411,976
<b>Engineering</b>	166,676	241,165	339,448	172,772	145%	195,700	345,819
<b>Municipal Court</b>	142,872	91,559	124,763	(18,109)	64%	97,434	131,982
<b>City Council</b>	24,745	6,472	9,767	(14,978)	26%	8,037	9,836
<i>sub-total Department Expenditures</i>	<i>8,723,523</i>	<i>6,466,918</i>	<i>8,352,229</i>	<i>(371,294)</i>	<i>74%</i>	<i>6,028,831</i>	<i>7,989,151</i>
<b>Non-Departmental</b>							
Personnel	-	982	1,964	1,964		-	1,169
Materials & Services	470,850	345,621	370,621	(100,229)	73%	187,612	277,186
Contingency	243,000	-	20,000	(223,000)	0%	-	-
<b>One-time FY2020-21 Transactions</b>							
PERS Side Account Deposit	754,595	736,601	736,601	(17,994)	98%	-	-
Fire/EMS Comp. Absences	300,000	-	300,000	-	0%	-	-
<b>TOTAL</b>	<b>10,491,968</b>	<b>7,550,122</b>	<b>9,781,415</b>	<b>(710,553)</b>	<b>72%</b>	<b>6,216,443</b>	<b>8,267,505</b>

FY2020/21 Beginning Bal.	<b>3,544,477</b>
Proj. FY2020/21 Change in Fund Bal.	<b>32,925</b>
Proj. FY2020/21 Ending Bal.	<b>3,577,401</b>

Pooled Cash & Investments (All Funds, Including URA)	
Mar. 2020	28,128,454
Mar. 2021	26,157,865

OTHER MAJOR REVENUE SOURCES SUMMARY, through March (75% of Fiscal Year)							
Revenue	Budget	Actual Through Mar. 2021	Year End Estimate	Year End Estimate Over / (Under) Budget	Percent of Budget Received thru Mar. 2021	Fiscal Year 2019-20	
						Revenues thru Mar. 2020	Year-End Actual
<b>Gas Tax - Local</b>	371,761	204,382	326,459	(45,302)	55%	251,658	345,955
<b>Gas Tax - State</b>	655,597	429,383	547,098	(108,499)	65%	444,445	609,535
<b>Utility Charges</b>							
Water	2,895,169	2,213,507	2,930,240	35,071	76%	2,121,990	2,775,020
Sewer	4,226,385	3,116,221	4,164,036	(62,349)	74%	3,049,650	4,021,543
Storm	562,070	422,897	563,876	1,806	75%	410,777	546,096