



AGENDA

City of Oregon City
Parks and Recreation Advisory Committee

City Hall, Commission Chambers
625 Center Street, Oregon City, OR 97045

Thursday, January 24, 2013

7:00 P.M.

1. Call to order
2. Annual election of officers – Chair and Vice-chair
3. Approval of minutes – November 29, 2012 meeting
4. Citizen comments on issues and items not on the agenda
5. General business
 - a. Clackamette Park “Ripple Effect” art sculpture update
 - a. Parks open house event 2013
 - b. Oregon-California Trails Association event – July 26, 2013
 - c. P.R.A.C. vacancies
 - d. Joint meeting with Natural Resources Committee
 - e. Other general business
6. PRAC member reports
7. Staff reports
 - a. Rivercrest restroom project update
 - b. O.P.R.D. board meeting in Oregon City next week
8. Next scheduled meeting date – February 28, 2013
9. Adjournment



Meeting Minutes

City of Oregon City
Parks and Recreation Advisory Committee

City Hall
625 Center Street, Oregon City, OR 97045

Thursday, November 29, 2012

Attendance

Members: Patrick Sweeney, Mike Mitchell, Don Smith, Marty Bertsch, Lynn Betteridge, Bob Burns, Brian Burke

Excused absence: Lisa Normand, Bryan Watt

Staff: Scott Archer, Community Services Director; Denise Kai, Assistant Parks & Recreation Director

Guests: None

1. Call to order: 7:00 p.m.
2. Approval of minutes – October 25, 2012 meeting: Approved as written.
3. Citizen comments on issues and items not on the agenda: None.
4. Metro local share funding for open spaces: Review of issue presented. City has approximately \$340,000 remaining in funds via the Local Share agreement with Metro. PRAC and staff reviewed trails maps & the adopted Oregon City Trails Master Plan, and discussed potential sites, connection areas, etc. Other considerations may include: use of funds retroactively; use of funds for purchase of other park needs such as dog park; on-road connections and signage.
5. Willamette River Water Trail Memorandum of Understanding (MOU): PRAC previously reviewed and supported the proposed MOU. The City Commission reviewed this on 11/13/12 and supported the City's participation. Staff signed the MOU and we are now a partner.
6. Parks Open House event 2013: Mike Mitchell requested for the next meeting members bring back ideas for particular park sites that might be part of this program.
7. Outgoing PRAC members: 3 member terms expiring on December 31, 2012 (Patrick, Lynn and Marty). All 3 will not be serving another term for various reasons; therefore, this is their last meeting. The position openings continue to be advertised. A brief reception to be held for the outgoing members immediately following this meeting.
8. Other business: Mike Mitchell asked about the RFP for master planning of Glen Oak & Filbert Run parks. Also requested a report on the Parks System Development Charges (SDC) fund amounts. Don Smith raised questions/issues regarding the R.V. dump site donation/fee.

Scott Archer

From: Pete Walter
Sent: Thursday, January 10, 2013 11:46 AM
To: Scott Archer
Subject: Joint PRAC / NRC meeting

Scott,

Since this didn't happen last year, NRC are hoping it can happen soon. Please can you let me know when the PRAC agenda would allow?

Thanks

Pete



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Friday: Phone, Email and Appointment Only.



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PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Retention Schedule and may be made available to the public.

Fund: Parks Development (611)
Department: Community Services
Program: Parks Development (601)

Description/Mission

Provide additional capacity and increase parks and open space facilities and resources within the Oregon City Urban Growth Boundary so the community benefits from parks, green spaces, trails and active recreational facilities. Oregon City Municipal Code defines qualified projects. The Park and Recreation Master Plan and Capital Improvement Plan identify and prioritize projects that are eligible for SDC funding. Planning for growth related system improvements is also considered eligible for SDC funding.

2012-13 Goals, Projects and Highlights

- Utilize Parks and Recreation Master Plan to begin developing strategies for acquisition and development recommendations, pending available funding, to implement.
- Develop master plan for Glen Oak Road park property.
- Develop master plan for Filbert Run park property.
- Explore funding for the restroom facility at Rivercrest Park and create new changing and shower areas due to the greatly increased impact and use from the spray park.
- Continue process of exploring parks and open spaces maintenance utility fee.
- Complete Trails Master Plan refinement (for use in planning specific improvements and seeking funding opportunities).
- Explore potential development of a dog park.

2011-12 Accomplishments

- Completed Canemah Neighborhood Children's Park.
- Completed Wesley Lynn Park concession and restroom building in conjunction with the Oregon City High School construction program.

Major Issues to be Resolved in the Next 5 Years

- Need to review and update our Parks System Development Charges and methodology

City of Oregon City

Fiscal Year 2012-13

ADOPTED

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COMPARISON OF REVENUE BY PROGRAM AND SOURCE

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	Actual 2009-10	Actual 2010-11	Revised Adopted Budget 2011-12	Proposed 2012-13	Approved 2012-13	Adopted 2012-13
Parks Development - SDC Fund (611)						
<div> <div>Program: Parks Development - SDC (606)</div> <div>Department: Community Services</div> </div>						
Intergovernmental Revenues						
Grants	\$0	\$17,000	\$200,000	\$100,000	\$100,000	\$100,000
Charges for Services						
System Development Charges	570,244	188,542	150,000	200,000	200,000	200,000
Miscellaneous Income						
Interest Income	10,533	7,258	8,500	8,500	8,500	8,500
Miscellaneous Income	22,043	26,985	0	0	0	0
Total Miscellaneous Income	32,576	34,243	8,500	8,500	8,500	8,500
Beginning Fund Balance (611-606-911)			712,576	\$27,867	\$27,867	\$27,867
Total Parks Development - SDC Fund	\$602,820	\$239,785	\$1,071,076	\$1,136,367	\$1,136,367	\$1,136,367
Actual Beginning Fund Balance	\$868,519	\$1,331,430	\$1,097,264			

City of Oregon City

Fiscal Year 2012-13

Expenditures

ADOPTED

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Actual
2009-10

Actual
2010-11

Revised
Adopted Budget
2011-12

Proposed
2012-13

Approved
2012-13

Adopted
2012-13

Parks Development - SDC (611)

Program: Parks Development (606)
Department: Community Services

FTE Positions

N/A

N/A

N/A

N/A

N/A

N/A

Materials & Services

Office costs	\$14	\$7	\$2,000	\$1,000	\$1,000	\$1,000
Operations costs	0	0	2,000	2,500	2,500	2,500
Other costs	0	11,880	20,000	20,000	20,000	20,000
Contract services (1)	0	3,919	100,000	135,000	135,000	135,000
Rental House Expenses				10,000	10,000	10,000
Legal Reimb General Fund (300)	40	0	1,900	1,900	1,900	1,900

Total Materials & Services

54

15,806

125,900

170,400

170,400

170,400

Capital Outlay (2)

New Construction	95,579	178,530	750,000	225,000	225,000	225,000
Land	15,276	252,616	0	250,000	250,000	250,000

Total Capital Outlay

110,855

431,146

750,000

475,000

475,000

475,000

Transfers

Admin Charge/Reimb Gen Fd (300)	5,000	5,000	5,000	5,000	5,000	5,000
Admin Chg Comm Dev Fund (351)	12,000	10,000	10,000	10,000	10,000	10,000
CAD Implementation (351)	10,000	10,000	10,000	10,000	10,000	10,000
Develop Services Project Mgt (351)	2,000	2,000	2,000	5,000	5,000	5,000

Total Transfers

29,000

27,000

27,000

30,000

30,000

30,000

Contingency

168,176

460,967

460,967

460,967

Total Expenditures

\$139,909

\$473,952

\$1,071,076

\$1,136,367

\$1,136,367

\$1,136,367

(1) - Contract services (detail):

Design Services (See narrative for description of services)
Planning Services

\$0
100,000

\$0
135,000

\$0
135,000

\$0
135,000

Total Contract Services

\$100,000

\$135,000

\$135,000

\$135,000

(2) - Capital Outlay (detail):

53x New Construction (See narrative on a previous page for detail)
583 Land (See narrative on a previous page for detail)

\$750,000
0

\$225,000
250,000

\$225,000
250,000

\$225,000
250,000

Total Capital Outlay

\$750,000

\$475,000

\$475,000

\$475,000



November 2006

Inside this Brief

- **Background**
- **SDC Calculations**
- **Current Use of SDCs**
- **Court Challenges**
- **Recent Legislative Action**
- **Staff and Agency Contacts**

Legislative Committee Services
State Capitol Building
Salem, Oregon 97301
(503) 986-1813

Background Brief on ...

System Development Charges

Prepared by: Janet Adkins

Background

System Development Charges (SDCs) are one-time charges on new development, and certain types of redevelopment, to help pay for existing and planned infrastructure to serve the development. SDCs are one means available to local governments for financing growth. State law creates a framework for local SDCs and specifies how, when, and for what improvements they can be imposed. Under ORS 223.297 – 223.314, SDCs may be used for capital improvements for:

- Water supply, treatment and distribution
- Waste water collection, transmission, treatment and disposal
- Drainage and flood control
- Transportation
- Parks and recreation

System development charges may be charged to new development based on a fee to reimburse for unused infrastructure capacity and/or to make planned improvements that increase infrastructure capacity. SDC revenues may only be used for capital costs; they cannot be used for ongoing facility or system maintenance or projects that either fix existing system deficiencies or replace existing capacity. State law also explicitly prohibits SDCs based on numbers of employees or set to increase with the addition of employees.

Local governments must establish their SDCs by ordinance or resolution and through a public process. They must have a methodology to calculate a reimbursement fee and/or an improvement fee and provide credit if a developer finances a qualified capital improvement. They also must set provide a review procedure through which anyone may challenge an expenditure of SDC revenue if it is out of compliance with state restrictions.

Prior to imposing an SDC based on an improvement fee for capital facilities, the local government must have in place:

- A capital improvement plan
- A public facilities plan or comparable plan that lists improvements to be funded with the improvement fee portion of the SDC (such plans and lists that may later be modified)
- An estimate of the cost and timing for each listed improvement

SDCs are typically assessed at the time of building permit issuance, but can be collected upon connection to a water or sewer system or at

the time of occupancy. Developers may pass some or all of the cost to buyers. Some jurisdictions have recurring street maintenance fees which are not covered by SDC law.

Local governments collected SDCs as early as the 1970s, originally for water and sewer improvements. Corvallis enacted an SDC ordinance in 1972. The state law regulating local SDCs was enacted in 1989 in order to provide a consistent process that would avoid litigation and to limit SDCs to certain capital improvements.

SDC Calculations

State law does not specify the method of calculating SDC rates, but some standard methodologies have evolved. For instance, transportation SDCs are generally based on a standard trip-generation calculator for the type of dwelling, business, or facility. The methods calculate a maximum charge, and communities often charge some percentage of the maximum. The League of Oregon Cities has developed a model SDC ordinance. It does not specify a calculation method, but contains parameters and standard language establishing the authority.

Current Use of SDCs

Cities - Charges vary by jurisdiction. Where multiple SDCs are assessed, the total can range from several thousand dollars to over \$20,000 on a single-family home. A 20,000 square-foot office building may be assessed from \$30,000 to over \$80,000. The variation is due to differences between cities in level of growth and extent of existing and planned infrastructure. Some city websites contain their SDC ordinances and rates.

Counties - At least five of Oregon's 36 counties impose SDCs. County SDCs are typically for roads or parks. Examples are park SDCs in Lane and Yamhill Counties and transportation SDCs in Clackamas, Jackson, and Marion Counties.

Special Districts - The most common types of special districts that collect SDCs are water, sewer, and parks districts. Except for the smaller districts, most water and sewer districts collect SDCs. Park district use of SDCs is less common.

Court Challenges

While several challenges involving SDCs were brought in the past decade, few were decided by the court. Court challenges between local home builders and the cities of Bend and Newberg each resulted in settlements. A court found in favor of the Tualatin Hills Park and Recreation District in a challenge based partly on how current levels of service are calculated and applied to new development. In March 2006, the Oregon Court of Appeals upheld West Linn's SDC methodology and level of fee for open space and parks.

Recent Legislative Action

Senate Bill 939 (2003) clarified that an SDC can be a combination of improvement fee and reimbursement fee so long as the charge is not based on providing the same system capacity. The measure also strengthened the tie between the improvement plan and the list of projects eligible for SDCs, required local governments to provide notice and, if requested, hold a hearing when changes to the list of projects results in an increase in the SDC. Further, the measure allowed local governments to include an inflation index in their SDCs, and required the locality to "demonstrate" that certain factors were taken into account in establishing fees.

Bills to expand local authority by allowing SDCs for education or public safety infrastructure have been introduced the past few sessions, but none have passed.

Staff and Agency Contacts

League of Oregon Cities
503-588-6550

Association of Oregon Counties
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Oregon Special Districts Association
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