



Eugene City Council

125 E. 8th Ave., 2nd Floor
Eugene, OR 97401-2793
541-682-5010 • 541-682-5414 Fax
www.eugene-or.gov

EUGENE CITY COUNCIL AGENDA

December 11, 2017

**7:30 p.m. CITY COUNCIL MEETING and
MEETING OF THE EUGENE URBAN RENEWAL AGENCY
Harris Hall
Lane County Public Service Building
125 East 8th Avenue
Eugene, Oregon 97401**

**Meeting of December 11, 2017;
Her Honor Mayor Lucy Vinis Presiding**

Councilors

Alan Zelenka, President
Emily Semple
Claire Syrett
Jennifer Yeh

Mike Clark, Vice President
Greg Evans
Chris Pryor
Betty Taylor

**7:30 p.m. CITY COUNCIL MEETING and
MEETING OF THE EUGENE URBAN RENEWAL AGENCY
Harris Hall, 125 East 8th Avenue**

1. CEREMONIAL MATTERS

2. PUBLIC FORUM

Mayor: *The Public Forum is an opportunity for individuals to speak to the City Council on any city-related issues except for those items which have already been heard by a Hearings Official or are on tonight's agenda as a public hearing.*

Each person will have three minutes to speak. When you come to the podium, please give your name, city of residence, and, for Eugene residents, your ward if known. The timer and lights indicate the time you have to speak. The red light indicates the end of three minutes.

Mayor closes Public Forum and asks for comments from the City Council.

3. CONSENT CALENDAR

(Note: Time permitting, action on the Consent Calendar may be taken at the 5:30 p.m. work session.)

A. Approval of City Council Minutes

- November 20, 2017, Public Hearing and Meeting
- November 22, 2017, Work Session
- November 27, 2017, Work Session
- November 27, 2017, Meeting

B. Approval of Tentative Working Agenda

C. Approval of Resolution 5212 Annexing Land to the City of Eugene (970 North Park Avenue, Eugene, Oregon, Assessor's Map 17-04-23-24, Portion of Tax Lot 2100). (Watson Development; A 17-9)

D. Approval of Resolution 5213 Annexing Land to the City of Eugene (2845/2847 Bailey Hill Road, Eugene Oregon; Property Identified as Assessor's Map 18-04-03-00, Tax Lot 4900). (Evans, Russell; A 17-10)

E. Appointment to Metropolitan Wastewater Management Commission

F. Appointment of Civilian Review Board Representative to Police Commission

G. Approval of Transfer of Wastewater Treatment and Pump Station Real Properties from City of Eugene to Metropolitan Wastewater Management Commission

H. Adoption of Resolution 5214 Acknowledging Receipt of City of Eugene, Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2017

City Council President: I move to approve the items on the Consent Calendar.

Call for vote.

4. ACTION: Proposed Modifications to the Metropolitan Wastewater Management Commission Intergovernmental Agreement

City Council President: I move to approve the amendment of the Metropolitan Wastewater Management Commission Intergovernmental Agreement.

Call for vote.

The Mayor adjourns the meeting of the Eugene City Council and convenes a meeting of the Eugene Urban Renewal Agency.

5. URBAN RENEWAL AGENCY ACTION: Adoption of Resolution 1084 Acknowledging Receipt of the Annual Financial Report of the Urban Renewal Agency of the City of Eugene for the Fiscal Year Ended June 30, 2017

Urban Renewal Agency President: *I move to adopt Resolution 1084 acknowledging receipt of the Annual Financial Report for the Urban Renewal Agency of the City of Eugene for the fiscal year ended June 30, 2017.*

Call for vote.

**6. URBAN RENEWAL AGENCY PUBLIC HEARING AND ACTION:
Resolution Adopting a Supplemental Budget; Making Appropriations
for the Urban Renewal Agency of the City of Eugene for the Fiscal
Year Beginning July 1, 2017, and Ending June 30, 2018**

Agency Director: *Introduces topic, presents background information.*

Mayor opens the public hearing: *Those wishing to speak during the Public Hearing must submit a completed "Request to Speak" form to the information desk, prior to the beginning of the Public Hearing. When you come to the podium, please give your name, city of residence, and, for Eugene residents, your ward if known; you will have three minutes to comment. There are lights on the timer; the red light indicates the end of three minutes.*

Mayor: *Closes the public hearing.*

Urban Renewal Agency President: *I move to adopt a resolution, consistent with Option (one/two) , adopting a Supplemental Budget; making appropriations for the Urban Renewal Agency of the City of Eugene for the fiscal year beginning July 1, 2017, and ending June 30, 2018.*

Call for vote.

The Mayor adjourns the meeting of the Eugene Urban Renewal Agency and reconvenes the meeting of the Eugene City Council.

**7. PUBLIC HEARING AND ACTION: Resolution 5210 Adopting a
Supplemental Budget; Making Appropriations for the City of Eugene
for the Fiscal Year Beginning July 1, 2017 and Ending June 30, 2018**

Manager: *Introduces topic, presents background information.*

Mayor opens the public hearing: *Those wishing to speak during the Public Hearing must submit a completed "Request to Speak" form to the information desk, prior to the beginning of the Public Hearing. When you come to the podium, please give your name, city of residence, and, for Eugene residents, your ward if known; you will have three minutes to comment. There are lights on the timer; the red light indicates the end of three minutes.*

Mayor: *Closes the public hearing.*

City Council President: *I move to adopt Resolution 5210 adopting a Supplemental Budget; making appropriations for the City of Eugene for the fiscal year beginning July 1, 2017 and ending June 30, 2018.*

Call for vote.

8. UPDATE: Rats

9. Coordinated Downtown Development

Adjourn.

The Eugene City Council welcomes your interest in these agenda items. This meeting location is wheelchair-accessible. For the hearing impaired, an interpreter can be provided with 48 hours' notice prior to the meeting. Spanish-language interpretation will also be provided with 48 hours' notice. To arrange for these services, contact the receptionist at 541-682-5010. City Council meetings are telecast live on Metro Television, Comcast channel 21, and rebroadcast later in the week.

El consejo de la Ciudad de Eugene agradece su interés en estos asuntos de la agenda. El lugar de la reunión tiene acceso para sillas de ruedas. Se puede proveer a un intérprete para las personas con discapacidad auditiva si avisa con 48 horas de anticipación. También se puede proveer interpretación para español si avisa con 48 horas de anticipación. Para reservar estos servicios llame al 541-682-5010. Las reuniones del consejo de la ciudad se transmiten en vivo por Metro Television, Canal 21 de Comcast y son retransmitidas durante la semana.

For more information, contact the Council Coordinator at 541-682-5010,
or visit us online at ***www.eugene-or.gov***.

EUGENE CITY COUNCIL

AGENDA ITEM SUMMARY



Ceremonial Matters

Meeting Date: December 11, 2017
Department: Central Services
www.eugene-or.gov

Agenda Item Number: 1
Staff Contact: Beth Forrest
Contact Telephone Number: 541-682-5882

ISSUE STATEMENT

This item is to acknowledge awards and achievements and inform the public of proclamations signed by the Mayor. No action is required by the City Council.

BACKGROUND

At its 1997 fall process session, the council agreed to include a monthly agenda item entitled "Ceremonial Matters." From time to time, the Mayor is asked to sign proclamations or acknowledge awards received, which serve to encourage and educate the community about important issues and events.

CITY MANAGER'S RECOMMENDATION

This is an information item only.

ATTACHMENTS

None.

FOR MORE INFORMATION

Staff Contact: Beth Forrest
Telephone: 541-682-5882
Staff E-Mail: beth.l.forrest@ci.eugene.or.us

EUGENE CITY COUNCIL AGENDA ITEM SUMMARY



Public Forum

Meeting Date: December 11, 2017
Department: Central Services
www.eugene-or.gov

Agenda Item Number: 2
Staff Contact: Beth Forrest
Contact Telephone Number: 541-682-5882

ISSUE STATEMENT

This segment allows citizens the opportunity to express opinions and provide information to the council. Testimony presented during the Public Forum should be on City-related issues and should not address items which have already been heard by a Hearings Official, or are on the present agenda as a public hearing item.

SUGGESTED MOTION

No action is required; this is an informational item only.

FOR MORE INFORMATION

Staff Contact: Beth Forrest
Telephone: 541-682-5882
Staff E-Mail: beth.l.forrest@ci.eugene.or.us

EUGENE CITY COUNCIL AGENDA ITEM SUMMARY



Approval of City Council Minutes

Meeting Date: December 11, 2017
Department: Central Services
www.eugene-or.gov

Agenda Item Number: 3A
Staff Contact: Beth Forrest
Contact Telephone Number: 541-682-5882

ISSUE STATEMENT

This is a routine item to approve City Council minutes.

SUGGESTED MOTION

Move to approve the following minutes: November 20, 2017, Public Hearing and Meeting; November 22, 2017, Work Session; November 27, 2017, Work Session, and November 27, 2017, Meeting.

ATTACHMENTS

- A. November 20, 2017, Public Hearing and Meeting
- B. November 22, 2017, Work Session
- C. November 27, 2017, Work Session
- D. November 27, 2017, Meeting

FOR MORE INFORMATION

Staff Contact: Beth Forrest
Telephone: 541-682-5882
Staff E-Mail: beth.l.forrest@ci.eugene.or.us

MINUTES

Eugene City Council
Harris Hall, 125 East 8th Avenue
Eugene, Oregon 97401

November 20, 2017
7:30 p.m.

Councilors Present: Emily Semple, Betty Taylor, Alan Zelenka, Jennifer Yeh, Mike Clark, Claire Syrett, Chris Pryor

Councilors Absent: Greg Evans

Mayor Vinis opened the November 20, 2017, Public Hearing of the Eugene City Council.

1. PUBLIC HEARING: An Ordinance Concerning Fireworks Restrictions and Amending Sections 4.934 and 4.996 of the Eugene Code, 1971

Fire Chief Joe Zaludek introduced the topic of the public hearing and recapped the previous discussions Council has had around fireworks and the proposed ordinance.

1. Jim Antonini – favored strongest possible restrictions to fireworks.
2. Shellee Corell – said illegal fireworks are the issue; unfair to limit personal fireworks to two days.
3. Gary Quimby – said illegal fireworks are the problem; supported sale and display of fireworks.
4. Aaron Taylor – said law abiding citizens being punished; ministry sells fireworks to fundraise.
5. Stefan Strek – said fireworks are patriotic and we shouldn't restrict them.
6. Jason Trout – said TNT sellers would not be able to comply with the law the way it is written.

Council discussion

- City issues local permits, but fireworks are state regulated.
- Fireworks are a challenging issue when it comes to enforcement.
- Many in our community dread the 4th of July and leave to escape the impacts of fireworks.
- Biggest danger fireworks present is the threat of fire.
- The proposed ordinance is a compromise to try and deal with the noise issue.

2. EXECUTIVE SESSION: Pursuant to ORS 192.660(2)(e) and ORS 192.660(2)(h)

The council met in Executive Session to discuss the negotiation of a real property transaction and to consult with legal counsel regarding current litigation or litigation likely to be filed.

The meeting adjourned at 8:54 p.m.

Respectfully submitted,

Elena Domingo
Deputy City Recorder

M I N U T E S

**Eugene City Council
Harris Hall, 125 East 8th Avenue
Eugene, Oregon 97401**

**November 22, 2017
12:00 p.m.**

Councilors Present: Emily Semple, Betty Taylor, Alan Zelenka, Jennifer Yeh, Mike Clark, Claire Syrett, Chris Pryor

Councilors Absent: Greg Evans

Mayor Vinis opened the November 22, 2017, Work Session of the Eugene City Council.

1. Committee Reports and Items of Interest from Mayor, City Council, and City Manager

Council Discussion

- Councilors Semple, Taylor, and Evans reported on their recent trip to the National League of Cities conference. Many cities are dealing with the same issues, and Eugene is ahead of the curve.
- Poor sidewalk conditions are becoming more of a problem.
- Rats are a big problem and Council has an upcoming work session to discuss the issue.
- Information about the appointment of the Interim Police Chief was shared.
- An update about winter strategies will come to Council before break.
- Open enrollment for the Affordable Care Act is open and the deadline is approaching.
- The Sustainability Commission's proposal for home scoring was shared.
- Concerns are growing about nutria overrunning neighborhoods in North Eugene.
- Shopping cart thefts are becoming a big issue.

2. WORK SESSION: Climate Recovery Ordinance Update

Intergovernmental Relations Manager Ethan Nelson, Sustainability Analyst Chelsea Clinton, Fire Chief Joe Zaludek, Fleet and Radio Communications Manager Richard Perry, and Facility Management Division Manager Jeff Perry presented an update of the Climate Recovery Ordinance (CRO) including plans for greenhouse gas emissions reductions and a proposal to update the Climate and Energy Action Plan.

Council Discussion

- The CRO brings both net costs and non-economic benefits.
- The parks survey showed that climate change is the 3rd leading concern in the community.
- Ad-hoc committee discussed how to communicate these issues, not just informing the public but offering strategies on how to change behavior that helps individuals, the community and planet.
- Consideration should be given to whether no-idling rules will also cover contracted employers.
- Information requested about the FTE dedicated working on the CRO since its passage.
- The timeline proposed has already been started; will hit the ground running if supplemental budget is approved.

- Frustration expressed that the City is moving too slow in making progress around this.
- Important to see how much money the City saves after implementing CRO strategies.
- Timeline seems reasonable and bringing the community along on this journey is important; not rushing it makes sense in order to include a wider range of people.
- Increasing safe bicycle parking would encourage more people to bike.
- Comprehensive resource list and reports posted on the website to show progress made.
- More outreach and publicity is needed about what the City is doing.

The meeting adjourned at 1:25 p.m.

Respectfully submitted,

Elena Domingo
Deputy City Recorder

MINUTES

Eugene City Council
Harris Hall, 125 East 8th Avenue
Eugene, Oregon 97401

November 27, 2017
5:30 p.m.

Councilors Present: Emily Semple, Betty Taylor, Alan Zelenka, Jennifer Yeh, Mike Clark, Greg Evans, Claire Syrett, Chris Pryor

Mayor Vinis opened the November 27, 2017, Work Session of the Eugene City Council.

A. Committee Reports and Items of Interest from Mayor, City Council, and City Manager

Council Discussion

- Interim Police Chief will be introduced to the City Council at the December 11 meeting.

B. WORK SESSION: Downtown Update

Planning and Development Director Denny Braud, Police Sergeant Julie Smith, Community Programs Manager Colette Ramirez, and Facility Management Division Manager Jeff Perry gave an update about downtown including safety and social services, physical improvements and amenities, programming and activation.

Council Discussion

- Activation is the key to the improvements that have been made downtown; people attract people.
- Partnerships are important in providing safety and program management.
- The initiative represents a lot of work in a short period of time to turn around a space that has been challenged for a number of years.
- Branding has been very successful in other cities.
- A healthy downtown is critical Envision Eugene work. Downtown is a great place to spur growth from within.
- Improving downtown has come at the cost of surrounding neighborhoods, which are experiencing social problems and less desirable activities.
- Appreciate efforts to move past law enforcement as a best first response and approach the issues by creating positive change.
- Added park staffing was critical; more work needed to continue funding these resources.
- Partnerships are being discussed with a downtown stakeholder group.
- The survey was self-selected, which generally means the results reflect the opinions of people who feel passionately in one direction or another.
- In creating a brand, it's important to understand who the messaging needs to go out to and how to serve as many as possible with the broadest appeal.
- Additional surveys with more statistical significance would lend credence to efforts.
- The CORT team and court programs bring critical balance with positive activities.
- Consider using City Hall block for programmed events and activities.
- Explore the idea of opening the buildings surrounding Kesey Square.

- Project for Public Spaces opened up possibilities by focusing energy around lighter, quicker, cheaper ideas and taking a focused look at local public spaces.
- Having a downtown manager and someone focused on a functioning downtown could be critical.
- Want to look at ways to bring youth sports tournaments to Eugene and bringing different audiences downtown.
- List of the stakeholders included in downtown stakeholder meetings requested.

The meeting adjourned at 6:59 p.m.

Respectfully submitted,

Elena Domingo
Deputy City Recorder

MINUTES

Eugene City Council
Harris Hall, 125 East 8th Avenue
Eugene, Oregon 97401

November 27, 2017
7:30 p.m.

Councilors Present: Emily Semple, Betty Taylor, Alan Zelenka, Jennifer Yeh, Mike Clark, Greg Evans, Claire Syrett, Chris Pryor

Mayor Vinis opened the November 27, 2017, meeting of the Eugene City Council.

1. PUBLIC FORUM

1. Edward McGlone – spoke on behalf of HRC about the dog ban being discriminatory.
2. Zach Mulholland – spoke on behalf of Sustainability Commission about home energy score.
3. Deb McGee – opposed any new fossil fuel infrastructure.
4. Carolyn Partridge – opposed new fossil fuel infrastructure.
5. Jim Neu – supported committing to 100% renewables and no new fossil fuels.
6. David Piccioni – discussed unifying different social groups in downtown area.
7. John Thielking – said non-profit law changes allow couchsurfing.org, to partner with Airbnb.
8. Heather Johnson – supported measures that make tiny house living more possible.
9. Brittany Quick-Warner - supported downtown initiatives and ridesharing opportunities.
10. Seth Revoal – said the dog ban was effective and supported ridesharing services.
11. Larissa Straily – spoke in support of ridesharing.
12. Matthew McNatt – encouraged Council to make it easier to build secondary dwelling units.
13. David Wade – encouraged Council to make it easier to build secondary dwelling units.
14. Matt Miller – said there is noticeable improvement downtown; supported ridesharing.
15. Stephen Parac – supported ridesharing; lack of ridesharing is detrimental to Eugene’s image.
16. Vonnie Mikkelsen – supported rideshare options in Eugene-Springfield area.
17. Robin Bloomgarden – spoke against selling the Millrace Drive site to the university.
18. Anna Van Asperdt – spoke in favor of moving toward 100% renewable, fossil-free community.
19. Alex Geoffrey – spoke in favor of ridesharing; students need safer options.
20. Adam Briddell – conveyed safety concerns around 10th and Olive and LTD bus station.
21. Chris Hayes – spoke in favor of ridesharing.
22. Robert Steck – spoke in favor of ridesharing.
23. Joe Maruschak – said lack of ridesharing is a hindrance for tech company visitors in Eugene.
24. Rena Davis, Lyft policy advisor - announced plans to bring Lyft to Eugene.
25. Julie Fahey, State Representative – said ridesharing is a public safety concern.

Council Discussion

- Important to thoroughly vet the background check process done by ridesharing companies.
- City Council will be held accountable for future incidents related to ridesharing and want to make an informed decision now.
- Consider the impact ridesharing will have on LTD’s current rideshare programs.

2. CONSENT CALENDAR

- A.** Approval of City Council Minutes
 - November 8, 2017, Work Session
 - November 13, 2017, Work Session
 - November 13, 2017, Meeting
- B.** Approval of Tentative Working Agenda

MOTION AND VOTE: Councilor Zelenka, seconded by Councilor Clark, moved to approve the items on the Consent Calendar. **PASSED 8:0.**

3. WORK SESSION: Real Property Disposal Procedures

Planning and Development Director Denny Braud and Community Development Director Michael Kinnison presented current real property disposal procedures and identified steps to ensure Council involvement early in the process when the sale of City property is being considered.

Council Discussion

- Important to balance both transparency and flexibility with sale of City property.
- Lease agreements under 20 years would not be covered by property disposal proposal. More information requested about what it would look like if leases were included.
- The proposal will provide additional process supplementary to the code.
- If a lease condition would influence sale price of property, that information should be provided to Council.

MOTION AND VOTE: Councilor Zelenka, seconded by Councilor Clark, moved to approve the property disposition process set forth in Exhibit B to guide the sale of City owned property. **PASSED 8:0.**

The Mayor adjourned the meeting of the Eugene City Council and convened a meeting of the Eugene Urban Renewal Agency.

4. WORK SESSION: Real Property Disposal Procedures

MOTION AND VOTE: Councilor Zelenka, seconded by Councilor Clark, moved to approve the property disposition process set forth in Exhibit A and discussed today to guide the sale of Agency owned property. **PASSED 8:0.**

5. WORK SESSION: Potential Disposition of Millrace Drive Site

Planning and Development Director Denny Braud provided background information about the property lease with the University and negotiations about the Millrace Drive site.

Council Discussion

- Questions and concerns have been addressed, ready to move forward with this particular transaction.
- Support Knight Campus development.
- Ideally, an RFP would be issued; however, the current lease doesn't allow it.

MOTION AND VOTE: Councilor Zelenka, seconded by Councilor Clark, moved to authorize the Agency Director to sell the Millrace Drive property to the University of Oregon consistent with the terms included in Attachment B, Terms for Sale of Property. **PASSED 8:0.**

The meeting adjourned at 9:48 p.m.

Respectfully submitted,

Elena Domingo
Deputy City Recorder

EUGENE CITY COUNCIL AGENDA ITEM SUMMARY



Approval of Tentative Working Agenda

Meeting Date: December 11, 2017
Department: City Manager's Office
www.eugene-or.gov

Agenda Item Number: 3B
Staff Contact: Beth Forrest
Contact Telephone Number: 541-682-5882

ISSUE STATEMENT

This is a routine item to approve City Council Tentative Working Agenda.

BACKGROUND

On July 31, 2000, the City Council held a process session and discussed the Operating Agreements. Section 2, notes in part that, "The City Manager shall recommend monthly to the council which items should be placed on the council agenda. This recommendation shall be placed on the consent calendar at the regular City Council meetings (regular meetings are those meetings held on the second and fourth Monday of each month in the Council Chamber). If the recommendation contained in the consent calendar is approved, the items shall be brought before the council on a future agenda. If there are concerns about an item, the item may be pulled from the consent calendar at the request of any councilor or the Mayor. A vote shall occur to determine if the item should be included as future council business." Scheduling of this item is in accordance with the Council Operating Agreements.

RELATED CITY POLICIES

There are no policy issues related to this item.

COUNCIL OPTIONS

The council may choose to approve, amend or not approve the tentative agenda.

CITY MANAGER'S RECOMMENDATION

Staff has no recommendation on this item.

SUGGESTED MOTION

Move to approve the items on the Tentative Working Agenda.

ATTACHMENTS

A. Tentative Working Agenda

FOR MORE INFORMATION

Staff Contact: Beth Forrest

Telephone: 541-682-5882

Staff E-Mail: beth.l.forrest@ci.eugene.or.us



City Council Tentative Agenda

For December 7, 2017

Meeting Location: Harris Hall, 125 E 8th Avenue, unless otherwise noted

December-2017							
Date		Time	Title		Length (in min)	Staff Contact	
11-Dec	Monday	5:30pm		Committee Reports and Items of Interest	15		
				Update: Winter Strategies	10		
				Auditor Discussion (Work Session)	65		
			7:30pm		Honoring Police Chief Pete Kerns (Ceremonial Matter)		Mayor Vinis
				Public Forum			
				Approval of Watson Annexation (A 17-9) (Consent Calendar)		Nick Gioello, PDD	
				Approval of Evans Annexation (A 17-10) (Consent Calendar)		Nick Gioello, PDD	
				Appointment of Civilian Review Board Representative to Police Commission (Consent Calendar)		Mark Gissiner, CS	
				MWMC Appointment (Consent Calendar)		Elena Domingo, CS	
				Transfer of Real Property to MWMC (Consent Calendar)		John Huberd, PW	
				Resolution Acknowledging Receipt of CAFR (Consent Calendar)		Doug Lauderbach, CS	
				Proposed Modifications to the MWMC IGA (Action Item)		Dave Breitenstein, PW	
				Resolution Acknowledging Receipt of Annual Financial Report (Urban Renewal Agency Action)		Doug Lauderbach, CS	
				Supplemental Budget (URA Public Hearing and Action)		Twylla Miller, CS	
				Supplemental Budget (Public Hearing and Action)		Twylla Miller, CS	
				Update: Rats	10		
				Coordinated Downtown Development		Kathryn Brotherton, CS	
Expected Absences for 12/11: Councilor Evans							
13-Dec	Wednesday	12pm		Downtown Riverfront Project (Work Session)	45	Denny Braud, PDD	
				Options for Local Affordable Housing Funding (Work Session)	45	Stephanie Jennings, PDD	
Expected Absences for 12/13: None							



Council Break: December 14, 2017 – January 3, 2018

January-2018							
Date		Time	Title		Length (in min)	Department Contact	
4-Jan	Thursday	5:30pm	State of the City				
Location: Hult Center Soreng Theater							
8-Jan	Monday	5:30pm		Committee Reports and Items of Interest	30	Mia Cariaga, CS	
				Human Services Commission Funding (Work Session)	60		
		7:30pm		Public Forum	Ellen Meyi-Galloway, PDD		
				Resolution Approving LIHTE for Birchwood Apartments (Consent Calendar)			
			Resolution Approving LIHTE for Emerald Village Eugene (Consent Calendar)	Ellen Meyi-Galloway, PDD			
Expected Absences for 1/8: None							
10-Jan	Wednesday	12pm		Parks and Recreation System Plan Implementation (Work Session)	90	Carolyn Burke, PW	
Expected Absences for 1/10: None							
16-Jan	Tuesday	7:30pm		TBD (Public Hearing)			
Expected Absences for 1/16: None							
17-Jan	Wednesday	12pm		Municipal Justice System Update (Work Session)	Kristie Hammitt, CS		
				TBD (Work Session)			
Expected Absences for 1/17: None							
22-Jan	Monday	5:30pm		Committee Reports and Items of Interest	Joe Zaludek, ESF		
				Fire/EMS Ambulance System Update (Work Session)			
				TBD (Work Session)			
		7:30pm		Public Forum	Stephanie Jennings, PDD		
	Approval of Funding and Use of City Resources for Housing Affordable to Low-Income Persons (Consent Calendar)						
Expected Absences for 1/22: None							
24-Jan	Wednesday	12pm		Parks and Recreation System Plan Implementation (Work Session)	45	Carolyn Burke, PW	
				TBD (Work Session)			
Expected Absences for 1/24: None							
31-Jan	Wednesday	12pm		TBD (Work Session)			
				TBD (Work Session)			
Expected Absences for 1/31: None							



Work Session



Action Item



Public Hearing



Public Forum



Consent Calendar Item



Committee Reports and Items of Interest



Ceremonial Matters

Approved Work Session Polls to be Scheduled:

Missing Middle Housing - Councilor Zelenka
Hatton Street Annexation - Councilor Syrett
US Bank Divestment - Councilor Syrett
C-2 Zoning - Councilor Taylor
2017-18 Winter Emergency Housing - Councilor Semple
Rest Stop Siting Policy - Councilor Evans
Hwy 99/Bethel Urban Renewal District - Councilor Evans
Rats! - Councilor Semple

Follow-Up Work Sessions to be Scheduled:

IGR Process
Council Goal Setting Session
\$1 Million Shelter
Nuisance Codes
Rental Housing
Zone of Benefit/Reimbursement District
Unimproved Roads
Commercial Setbacks
Property Leases

EUGENE CITY COUNCIL

AGENDA ITEM SUMMARY



Approval of Resolution 5212 Annexing Land to the City of Eugene
(970 North Park Avenue, Eugene, Oregon, Assessor's Map 17-04-23-24,
Portion of Tax Lot 2100). (Watson Development; A 17-9)

Meeting Date: December 11, 2017
Department: Planning and Development
www.eugene-or.gov

Agenda Item Number: 3C
Staff Contact: Nicholas R. Gioello
Contact Telephone Number: 541/682-5453

ISSUE STATEMENT

This item is a request to annex the eastern portion of a vacant parcel located at 970 North Park Avenue. The portion of the parcel to be annexed is approximately 1.06 acres (46,398 square feet) and is developed with a single-family home. The remainder of the property was previously annexed into the City limits (City file A 93-10). No public right-of-way is proposed for annexation as part of this request. A vicinity map is provided as Attachment A.

The property is zoned R-1 Low Density Residential with /UL Urbanizable Lands Overlay and is designated for low density residential use in the Metro Plan and the applicable refinement plan, the River Road-Santa Clara Urban Facilities Plan. Annexation will allow for future development consistent with the property's designation and the Eugene Code. Specific plans for future development of the site are not included as part of this annexation application.

BACKGROUND

To encourage compact urban growth and sequential development within Eugene's UGB, the Metro Plan provides that ultimately all land within the UGB will be annexed into the City and provided with a minimum level of urban services.

Approval of annexation requests are based on the criteria at Eugene Code (EC) 9.7825 which require that (1) the land proposed to be annexed is within the City's UGB and is contiguous to the City limits or separated from City limits only by a right-of-way or water body; (2) the proposed annexation is consistent with the applicable policies in the Metro Plan and in any applicable refinement plans; and (3) the proposed annexation will result in a boundary in which the minimal level of key urban facilities and services can be provided in an orderly, efficient, and timely manner. Findings demonstrating that the annexation request is consistent with these approval criteria are included as Exhibit C to the resolution (Attachment B).

To provide nearby property owners and residents an opportunity to review and comment on this annexation request, public notice for this annexation request was provided to all owners and occupants of property within 500 feet of the subject property, and the affected neighborhood association (River Road Community Organization), consistent with Eugene Code requirements. No written testimony has been received as of this date.

Referral comments were provided by affected agencies including City of Eugene Public Works, EWEB and Lane County Public Works. These referral comments confirm that the property can be provided with the minimum level of key urban services consistent with the approval criteria. Given the findings of compliance, ability for the provision of key urban services and lack of testimony received, a public hearing is not recommended in this instance.

Additional background information regarding this request, including relevant application materials, is included for reference as Attachment C. A full copy of all materials in the record is also available at the Permit and Information Center located at 99 West 10th Avenue.

RELATED CITY POLICIES

The Metro Plan contains the policies that are related to this annexation request. The applicable refinement plan is the River Road-Santa Clara Urban Facilities Plan. The policies applicable to this request are addressed in the Planning Director's findings and recommendation (Exhibit C to Attachment B).

COUNCIL OPTIONS

City Council may consider the following options:

1. Adopt the draft resolution.
2. Adopt the draft resolution with specific modifications as determined by the City Council.
3. Deny the draft resolution.
4. Defer action until after the council holds a public hearing on the proposed annexation.

CITY MANAGER'S RECOMMENDATION

The City Manager recommends that the City Council adopt the resolution by finding that the request complies with all applicable approval criteria, and that the annexation be approved.

SUGGESTED MOTION

Move to adopt Resolution No. 5212, which approves the proposed annexation request consistent with the applicable approval criteria.

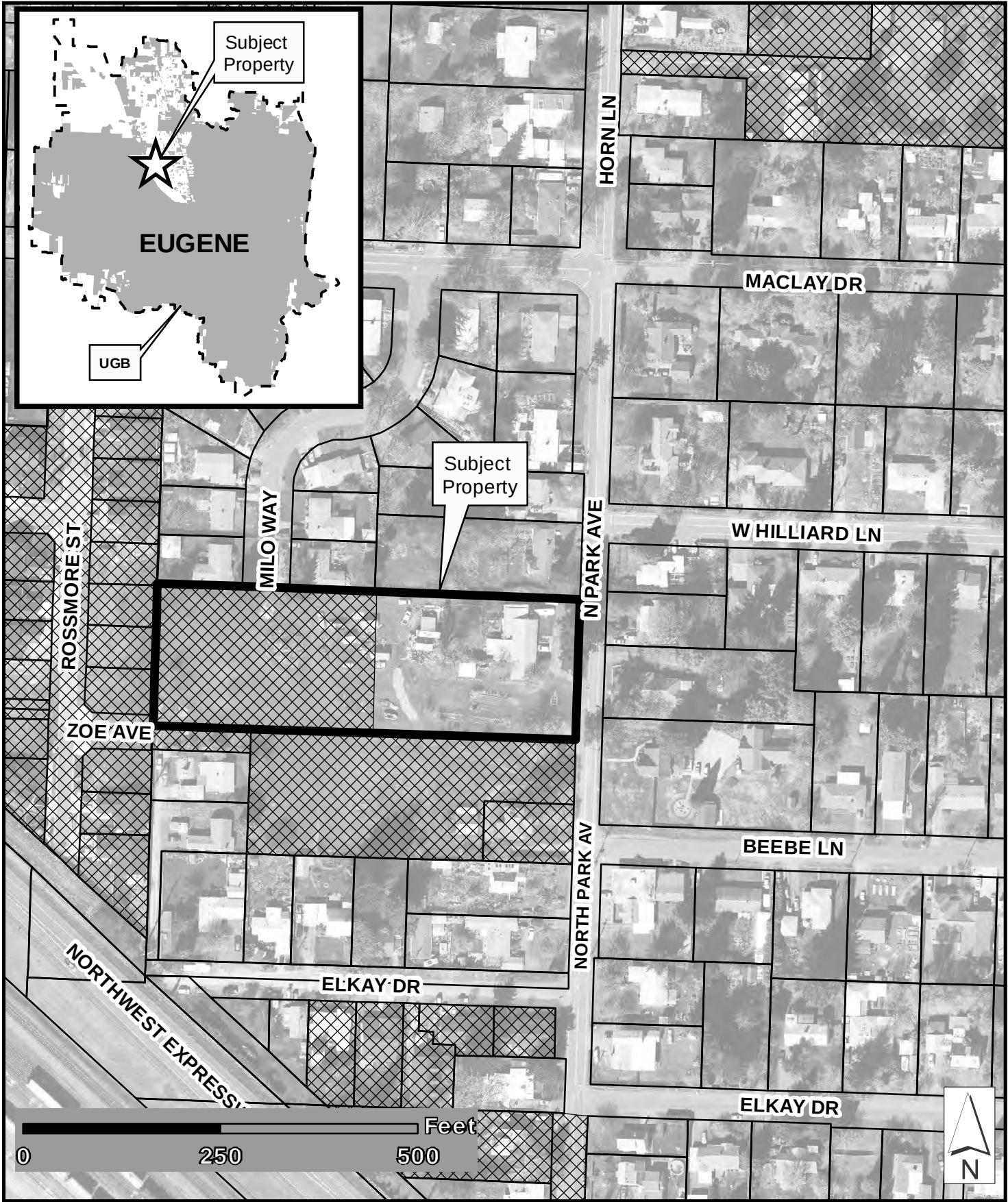
ATTACHMENTS

- A. Vicinity Map
- B. Draft Annexation Resolution with Exhibits A through C
 - Exhibit A: Map of Annexation Request
 - Exhibit B: Legal Description
 - Exhibit C: Planning Director Findings and Recommendation
- C. Application Materials for Annexation Request

FOR MORE INFORMATION

Staff Contact: Nicholas R. Gioello
Telephone: 541/682-5453
Staff E-Mail: Nick.r.gioello@ci.eugene.or.us

Watson Development (A 17-9)



Legend



Subject Property



City Limits



Taxlots

Caution:
This map is based on imprecise
source data, subject to change,
and for general reference only.

November 2017



RESOLUTION NO. _____

A RESOLUTION ANNEXING LAND TO THE CITY OF EUGENE (970 NORTH PARK AVENUE, EUGENE, OREGON, ASSESSOR'S MAP 17-04-23-24, PORTION OF TAX LOT 2100).

The City Council of the City of Eugene finds that:

A. An annexation application was submitted on August 15, 2017, by Watson Development Limited in accordance with the provisions of Section 9.7810 of the Eugene Code, 1971, ("EC") to annex to the City of Eugene an approximately 1.06 acre portion of Tax Lot 2100 of Assessor's Map 17-04-23-24.

B. The property proposed to be annexed is depicted on the map attached as Exhibit A to this Resolution. The legal description of the property proposed to be annexed is attached to this Resolution as Exhibit B.

C. The City's Planning Director has submitted a written recommendation that the application be approved based on the criteria of EC 9.7825. The Planning Director's Findings and Recommendation is attached as Exhibit C.

D. On November 9, 2017, a notice containing the street address and assessor's map and tax lot number, a description of the land proposed to be annexed, and the Planning Director's preliminary recommendation was mailed to the applicant, owners and occupants of property within 500 feet of the perimeter of the subject property, and the River Road Community Organization. The notice advised that the City Council would consider the Planning Director's full recommendation on the proposed annexation on December 11, 2017.

E. After considering the Planning Director's recommendation, the City Council finds that the application should be approved.

NOW, THEREFORE,

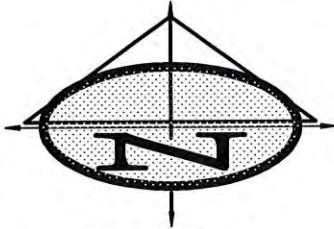
BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EUGENE, a Municipal Corporation of the State of Oregon, as follows:

Section 1. Based on the above findings and the Planning Director's Findings and Recommendation attached as Exhibit C which are adopted in support of this Resolution, it is ordered that the land identified as an approximately 1.06 acre portion of Tax Lot 2100 of Assessor's Map 17-04-23-24, depicted on the map attached as Exhibit A, and more particularly described in the attached Exhibit B, is annexed to the City of Eugene.

Section 2. This Resolution is effective immediately upon its passage by the City Council. The annexation and automatic rezoning of the land from R-1/UL to R-1 pursuant to EC 9.7820(3) shall become effective in accordance with State law.

The foregoing Resolution adopted the 11th day of December, 2017.

City Recorder



SCALE 1"=80'

SITE PLAN FOR WATSON ANNEXATION

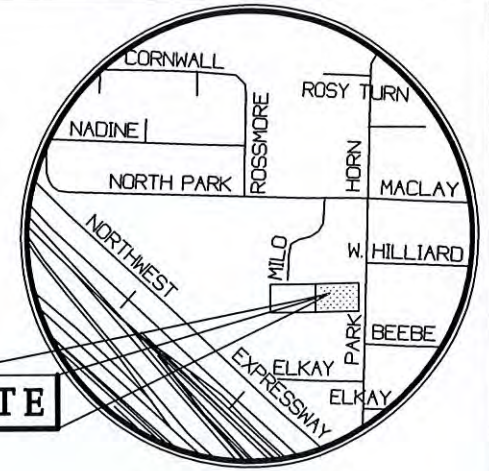
SW 1/4 NW 1/4 SEC. 23 T 17 S, R 4 W W.M.

ASSESSOR'S MAP 17-04-23-24 TL No. 2100

EUGENE, LANE COUNTY, OREGON

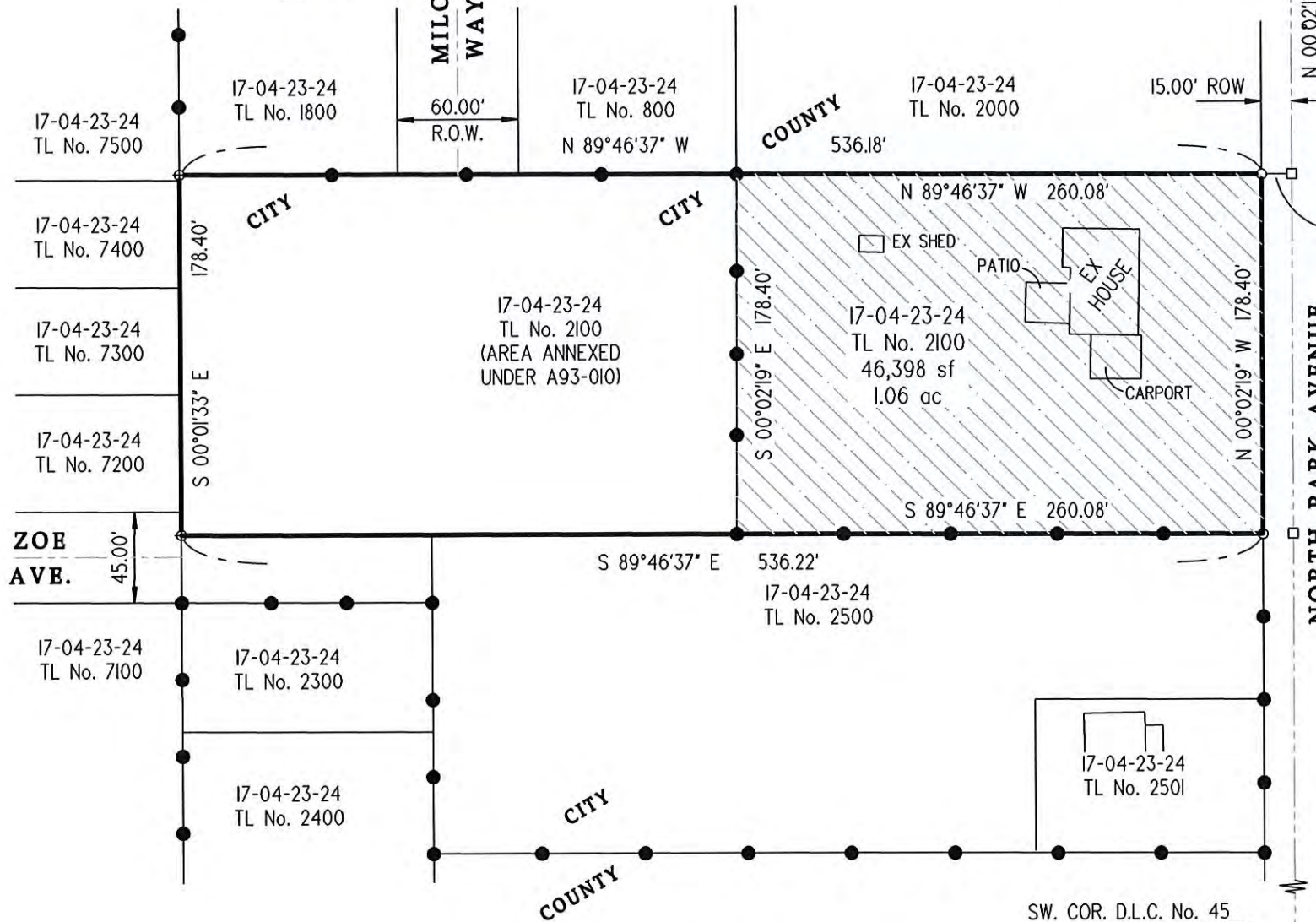
NOVEMBER 6, 2017

N.E. COR. D.L.C. No. 43
T 17 S, R 4 W. W.M.



VICINITY MAP
NO SCALE

MACINTOSH
MANOR
SUBDIVISION



SITE

LEGEND:



AREA OF ANNEXATION



CITY LIMIT LINE

REGISTERED
PROFESSIONAL
LAND SURVEYOR

Jonathan A. Oakes

OREGON
JULY 18, 1994
JONATHAN A. OAKES
2105

Expires: Dec 31 2018

POAGE ENGINEERING & SURVEYING, INC.

P.O. BOX 2527 • EUGENE, OREGON 97402 • (541) 485-4505
JOB No. 4512 • DRAWN: KSG\4512.GXD • 04-17

SW. COR. D.L.C. No. 45
T 17 S, R 4 W. W.M.

Exhibit A

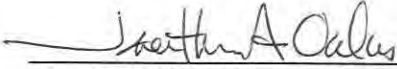
Exhibit B

**Legal Description for the Annexation of the Watson Property
To
the City of Eugene
NE 1/4 SEC. 2 T 17 S, R 4 W W.M.
Assessor's Map No. 17-04-23-24,
Tax Lot No. 2100 (remaining un-annexed eastern portion)
November 6, 2017**

Beginning at a point on the East line of the Joseph Ogle Donation Land Claim #43, Notification #2250, in Township 17 South, Range 4 West of the Willamette Meridian, 414.03 feet South of the most Northerly Northeast corner of said claim; thence leaving said East line, North 89°57'41" West 15.00 feet to a point on the southerly boundary of that certain tract of land conveyed to Pamela R. DeLaittre by a Bargain and Sale Deed recorded February 9, 1994 on Reel 1921R, Instrument No. 94-10263, Lane County Oregon Deed Records, Lane County Oregon, said point being on the westerly margin of North Park Avenue, 15.00 feet from, when measured at right angles to, the centerline of North Park Avenue, said point also being the True Point of Beginning of the following described tract of land; thence leaving said westerly margin, and along the southerly boundary of said DeLaittre tract, North 89°46'37" West 260.08 feet to the southwest corner of said DeLaittre tract; thence leaving said DeLaittre tract, South 00°02'19" East 178.40 feet to a point on the north boundary of that certain tract of land conveyed to Irena Iachello by a Bargain and Sale Deed recorded April 20, 1989 on Reel 1569R, Instrument No. 89-17078, Lane County Oregon Deed Records, Lane County Oregon; thence along said northerly boundary South 89°46'37" East 260.08 feet to last described westerly margin of North Park Avenue; thence leaving said northerly boundary, along said westerly margin, North 00°02'19" West 178.40 feet to the True Point of Beginning, all in Lane County Oregon.

Certification of Description

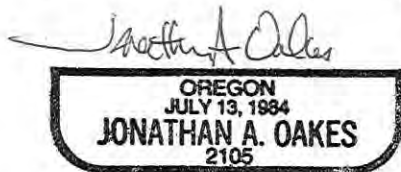
Pursuant to EC 9.7810(7), Annexation Application Requirements, I hereby certify the metes and bounds description of the real property proposed for annexation closes; and the map outlining the boundary is a true representation of the description.

Signature: 
Registered Land Surveyor

Print Name: JONATHAN A. OAKES

Date: Nov. 22, 2017

Seal:



Expires: Dec 31, 2018

Exhibit C

Planning Director's Findings and Recommendation Annexation Request for Watson Development (City File A 17-9)



Application Submitted: August 15, 2017
Applicant: Watson Development Limited
Property Included in Annexation Request: 1.06 acre portion of Tax Lot 2100 of Assessor's Map 17-04-23-24. The remainder of the property has already been annexed into the City.
Zoning: R-1 Low Density Residential with /UL Urbanizable Lands Overlay
Location: 970 North Park Avenue
Representative: Don Mogstad, Poage Engineering 541-485-4505
Lead City Staff: Nicholas Gioello, City of Eugene Planning Division, 541-682-5453

EVALUATION:

Based on the information provided by the applicant, the City has determined that this request complies with Eugene Code (EC) Section 9.7805 Annexation - Applicability. As such, it is subject to review and approval in accordance with the requirements, application criteria and procedures of EC 9.7800 through 9.7835. The applicable approval criteria are presented below in bold typeface with findings and conclusions following each.

EC 9.7825(1) The land proposed to be annexed is within the city's urban growth boundary and is: (a) Contiguous to the city limits; or (b) Separated from the city only by a public right of way or a stream, bay, lake or other body of water.	
Complies ☒ YES ☐ NO	Findings: The annexation area is within the City's urban growth boundary (UGB), and is contiguous to the City limits, consistent with subsection (a).
EC 9.7825(2) The proposed annexation is consistent with applicable policies in the Metro Plan and in any applicable refinement plans.	
Complies ☒ YES ☐ NO	Findings: Several policies from the Metro Plan provide support for this annexation by encouraging compact urban growth to achieve efficient use of land and urban service provisions within the UGB, including the following policies from the Growth Management section (in <i>italic text</i>): <i>Policy 8. Land within the UGB may be converted from urbanizable to urban only through annexation to a city when it is found that:</i> <i>a. A minimum level of key urban facilities and services can be provided to the area in an orderly and efficient manner.</i> <i>b. There will be a logical area and time within which to deliver urban services and facilities. Conversion of urbanizable land to urban shall also be consistent with the Metro Plan. (page II-C-4)</i>

		<p><i>Policy 10. Annexation to a city through normal processes shall continue to be the highest priority. (page II-C-5).</i></p> <p><i>Policy 15. Ultimately, land within the UGB shall be annexed to a city and provided with the required minimum level of urban facilities and services. While the time frame for annexation may vary, annexation should occur as land transitions from urbanizable to urban. (page II-C-5)</i></p> <p>The following policy from the Residential Element of the Metro Plan is also applicable:</p> <p><i>Policy A.2 Residentially designated land within the UGB should be zoned consistent with the Metro Plan, and applicable plans and policies; however, existing agricultural zoning may be continued within the area between the city limits and UGB until rezoned for urban uses.</i></p> <p>The Metro Plan designates the annexation area as appropriate for low density residential use, consistent with the current zoning. The River Road - Santa Clara Urban Facilities Plan (RR/SC UFP) is the adopted refinement plan for the subject properties and also designates the area for low density residential uses. The property is currently zoned R-1 Low-Density Residential with /UL Urbanizable Land Overlay. The /UL overlay will be automatically removed from the zoning following annexation approval.</p> <p>With regard to applicable policies of the RR/SC UFP, the subject property is not located within any of the described subareas. Further, none of the general “Residential Land Use Policies” at Section 2.2 appear to be directly applicable to the subject request. The “Public Facilities and Services Element” policies of the RR/SC UFP are directed at local government; however, the premise of these policies (regarding the provision of urban services) is the assumption that the properties within the UGB will be annexed.</p> <p>As previously discussed in this subsection, and further detailed under subsection (3) below, the proposed annexation is consistent with Metro Plan growth management policies and can be served by the minimum level of key urban services. The annexation procedures beginning at EC 9.7800 are consistent with State law and therefore, as found throughout this report, the annexation is consistent with State law.</p> <p>Therefore, based on the findings above, the proposal is consistent with the applicable policies of the Metro Plan and applicable refinement plan.</p>
EC 9.7825(3)		The proposed annexation will result in a boundary in which the minimum level of key urban facilities and services, as defined in the Metro Plan, can be provided in an orderly, efficient, and timely manner.
Complies		Findings: Consistent with this criterion, the proposed annexation will result in a boundary in which the minimum level of key urban facilities and services can be provided in an orderly, efficient, and timely manner as detailed below:
☒ YES	☐ NO	

		<p><u>Wastewater</u></p> <p>An 8-inch public wastewater line has been stubbed to serve development from Milo Way, north of the property. There is also an 8-inch line within North Park Avenue, east of the property. Sewer connection records shows the residence at 970 N Park Avenue is currently connected to the wastewater system in Milo Way. There are no liens or assessments of record due.</p> <p><u>Stormwater</u></p> <p>Public stormwater systems are not available to serve this property. However, there are options for complying with stormwater standards which will be further evaluated at the time of future development.</p> <p><u>Transportation</u></p> <p>This property abuts North Park Avenue and Milo Way, and both of these streets are not within the city limits. This property also abuts Zoe Avenue, which is a local street with 21 feet of paving within a 45 foot right-of-way and setback sidewalks on both sides.</p> <p><u>Solid Waste</u></p> <p>Collection service is provided by private firms. Regional disposal sites and the Short Mountain Landfill are operated by Lane County.</p> <p><u>Water and Electric</u></p> <p>EWEB Water staff state no objection to the annexation. EWEB Electric staff state no objection to the proposed annexation request. Water and electric services can be extended in accordance with EWEB policies and procedures.</p> <p><u>Public Safety</u></p> <p>Police protection can be extended to this site upon annexation consistent with service provision through the City. Fire protection will be provided by the City of Eugene Fire Department. Emergency medical services are currently provided on a regional basis by the cities of Eugene and Springfield to central Lane County and will continue in the same manner upon annexation.</p> <p><u>Parks and Recreation</u></p> <p>Parks and recreation programs are provided on a City-wide basis. The inclusion of the subject property in the City is sufficient evidence to demonstrate the minimum level of this key urban service is met.</p> <p><u>Planning and Development Services</u></p> <p>Planning and building permit services are provided for all properties located within the urban growth boundary by the City of Eugene. The Eugene Code, Chapter 9, will provide the required land use controls for future development of the subject property upon annexation.</p> <p><u>Communications</u></p>
--	--	--

		<p>A variety of telecommunications providers offer communications services throughout the Eugene/Springfield area.</p> <p><u>Public Schools</u></p> <p>The subject property is within Eugene School District 4J and is within the district boundary of River Road Elementary School, Kelly Middle School, and North Eugene High School. As access to schools is evaluated on a district wide basis, the property's location within the school district is sufficient evidence to demonstrate the minimum level of this key urban service is met.</p>
--	--	--

CONCLUSION:

Based on the above findings, information submitted to date, and the criteria set forth in EC 9.7825, the proposed annexation is consistent with the applicable approval criteria. A map and legal description showing the area subject to annexation are included in the application file for reference. The effective date is set in accordance with State law.

September 16, 2017

ANNEXATION APPLICATION

Property Location: Map 17-04-23-24, Portion of TL No. 2100
970 North Park

Owner: Watson Development
963 SW Simpson Ave Ste 110
Bend, OR 97702

Applicant: same as owner

Applicant's Representative: Poage Engineering and Surveying Inc.
P.O. Box 2527
Eugene, OR 97402

Contact: Don Mogstad
Phone: 541-485-4505; email: Mogstad@poage.net

RECEIVED

OCT 04 2017

City of Eugene
Planning Division

WRITTEN STATEMENT

I. INTRODUCTION AND BACKGROUND

1. Description of subject property:

Map and tax lot 17-04-02-12-00211 is approximately 1.81 acres in size. It is designated by the Metro Plan as Low Density Residential. It is zoned R-1/low density residential with the UL/urbanizable land overlay. The site contains a single family home that is intended to remain under a future development plan. Tax Lot 2100 is contiguous to the incorporated city limits of Eugene along the west and south boundaries.

2. Summary of land use request:

The applicant requests to annex a portion of TL No. 2100, such that the /UL overlay will be removed.

3. Application Contents

The information requirements for an annexation application are stated at EC 9.7810(1) through (10). The application form page 2 lists all the required information. That information has been compiled here, as reflected in the check boxes on the application form.

4. Criteria for approval of annexation application:

EC 9.7825 provides the primary criteria applicable to an annexation application. This code section refers to additional criteria (such as applicable Metro Plan policies) that will need to be addressed as well.

EC 9.7825 Annexation – Approval Criteria. *The city council shall approve, modify and approve, or deny a proposed annexation based on the application's consistency with the following:*

(1) The land proposed to be annexed is within the city's urban growth boundary and is:

(a) Contiguous to the city limits; or

(b) Separated from the city only by a public right of way or a stream, bay, lake or other body of water.

Applicant's proposed finding: the subject property is within the city's UGB. The subject property is directly contiguous with the current city limits adjacent to the west and south portions of the property.

“(2) The proposed annexation is consistent with applicable policies in the Metro Plan and in any applicable refinement plans.”

Applicant's proposed finding: The Metro Plan Policy 10, page 11-C-4, recognizes annexations through this normal process to be the highest priority. As such, the proposal is consistent with this policy

Metro Plan Policy 8, page 11-C-4, provides for annexation when a minimum level of key facilities and services can be provided. This policy is the subject of the annexation standard in (3) below.

Metro Plan Policy 15 provides that land within the UGB shall be annexed to a city and provided with the minimum level of urban facilities and services. It further provides that while the timeframe for annexation may vary, annexation should occur as land transitions from urbanizable to urban. The property is within the UGB and therefore, based on this policy, should be annexed. The provision of facilities and services is addressed in standard (3) below. The property is designated LDR on the Metro Plan. The property is currently zoned R-1 which is consistent with the low density residential designation assigned to the site in the Metro Plan.

Metro Plan Policy 17 is instructional to the City to dissolve special service districts after annexation and to consider intergovernmental agreements with affected special service districts. This policy is solely informational with respect the applicant proposal & is to be applied at the discretion of the City staff.

Metro Plan Policy 19 stipulates the criteria that must be met in order to annex territory to existing service districts within the UGB. This proposal is consistent with Policy 19 in the fact that the key urban services are directly available to the property making immediate annexation to the City a possibility and the affected property owners have provided the signed consent to annex agreement with the City of Eugene in accordance Oregon annexation law.

Metro Plan Policy 20 outlines the methodology for extending new urban service to unincorporated areas within the UGB. This proposal is consistent with Policy 20 in the fact that the applicant is requesting annexation to the City of Eugene, which is the highest priority of all the methods outlined in Policy 20 for providing new urban service to unincorporated areas within the UGB.

“(3) The proposed annexation will result in a boundary in which the minimum level of key urban facilities and services, as defined in the Metro Plan, can be provided in an orderly, efficient, and timely manner.”

Applicant’s proposed finding: The Metro Plan defines the “Minimum Level” of “key urban facilities and services” as including

“wastewater service, stormwater service, transportation, solid waste management, water service, fire and emergency medical services, police protection, city-wide parks and recreation programs, electric service, land use controls, communication facilities, and public schools on a district-wide basis (in other words, not necessarily within walking distance of all students served).”

Each of these facilities and services is addressed in the annexation application, and is addressed again below.

In summary, the minimum level of key urban facilities and services is either immediately available or can be provided within a reasonable future time frame as needed.

Wastewater services: When property is annexed to the city, it is automatically annexed to the Lane County Metropolitan Wastewater Service District, as provided for in ORS 199.510(2)(c). In the post-Boundary Commission era, the subject property will have to be annexed to the MWSO in a separate action, following annexation to the city.

Currently, there is an 8” public wastewater line in North Park Avenue immediately adjacent to the eastern boundary of the subject property. There is also a sewer main stubbed to the north side of the property at the end of Milo Way. These sewer mains were designed for, and have the capacity to accommodate the development needs of the subject property. The sewer mains are illustrated on Page 74 of the Wastewater and Stormwater Infrastructure Map Book 2013. Therefore, wastewater services are already available to the subject property.

Stormwater services:

There are no public storm facilities on or adjacent to the property. The property can be developed through the use of infiltration facilities for both volume and treatment of stormwater. Measured infiltration rates on the site, at a depth of 24" are greater than 2.5 inches per hour.

Transportation:

The property is adjacent to North Park (east of the site) and both Milo Way & Zoe Lane are stubbed to the site on the north and west sides. As such, the subject property is already served with this type of "key urban facility."

Solid Waste Management: Private firms and individuals collect and transport solid waste to the Lane County administered landfill. Therefore, the subject property is already served with this type of "key urban facility."

Water Service: Water is available from the 8" water main located in North Park & Zoe Lane, and the 4" water main located in Milo Way. Therefore, the subject property is already served with this type of "key urban facility."

Fire and emergency medical services: According to RLID, fire protection is currently provided by the Santa Clara RFPD. Upon annexation, the City of Eugene will provide services directly to the property. Therefore, the subject property is already served with this type of "key urban facility."

Police Protection: Police protection will be provided by Eugene, which currently services other properties inside the city. After annexation this property will receive police services on an equal basis with all properties inside the city. Therefore, the subject property is can be served with this type of "key urban facility."

City-wide parks and recreation programs: Park services are already provided to this area, consistent with the Metro Plan. Emerald park is within one-half mile of the subject property.

Electric Service: The adjacent properties are served by EWEB, and service is available at the property boundaries.

Land Use Controls: The subject property is now, and after annexation will continue to be, subject to the land use controls of the City of Eugene.

Communication Facilities: Land line phone service, cellular phone and data service, and cable television are available in the area, and can be extended to the subject property.

Public schools on a district-wide basis: The Eugene 4J School District serves the annexation area. Existing schools are: River Road, Kelly Middle, and North Eugene High Schools

Consent to Annexation

Consent is hereby given to the annexation by the City of Eugene, Oregon of the following described real property:

Map and Tax Lot: 17-04-23-24/2100 Address: 970 NORTH PARK

Legal Description:

ATTACHED

In the corporate limits of said city, which is owned by the undersigned

DATED this 31st day of July, 2017.

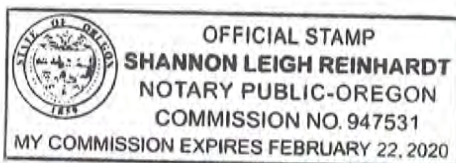
[Signature], WDL manager
Hayden Watson, Watson Dev Ltd.

STATE OF OREGON)

County of) ss)

On this 31st day of July, 2017, before me, the undersigned, a notary public in and for the said county and state, personally appeared the within-named, Hayden Watson, Manager of Watson Development, LTD who is known to me to be the identical individual described herein and who executed the same freely and voluntarily.

Seal:



IN TESTIMONY WHEREOF, I have hereunto set my hand and seal the day and year last above written.

[Signature]
Notary Public for Oregon
My Commission Expires 2/22/2020

RECEIVED

OCT 04 2017

City of Eugene
Planning Division

RECEIVED

RECEIVED

OCT 03 2017

Lane County
Assessment & Taxation

OCT 04 2017

City of Eugene
Planning Division

PETITION

Petition Signature Sheet
Annexation by Individuals

Application #: C * 2008 - _____
For City Use Only

* CB = Coburg
CR = Creswell
FL = Florence
OA = Oakridge
CG = Cottage Grove
EU = Eugene
JC = Junction City
SP = Springfield

We, the following property owners/electors, consent to the annexation of the following territory to the City of (Insert Name of City): EUGENE

Signature	Date Signed m/d/y	Print Name	Residence Address (street, city, zip code)	Map and Tax Lot Number (example: 17-04-03-00-00100)	Land Owner	Reg. Voter	Acres (qty)
<u>TH</u>	<u>9/27/17</u>	<u>HAYDEN WATSON</u>	<u>(PROPERTY ADDRESS) 970 N. PARK AVE</u>	<u>17-04-23-24/02100</u>	☒	☒	<u>2.26</u>
2.							
3.							
4.							
5.							

Note: With the above signature(s), I am attesting that I have the authority to consent to annexation on my own behalf or on behalf of my firm or agency. (Attach evidence of such authorization when applicable.)

I, DON MOGSTAD (printed name of circulator), hereby certify that every person who signed this sheet did so in my presence.
X Don Mogstad (signature of circulator)

CERTIFICATION OF PROPERTY OWNERS

The total landowners in the proposed annexation are 1 (qty). This petition reflects that 1 (qty) landowners (or legal representatives) listed on this petition represent a total of 100 (%) of the landowners and 100 (%) of the acres as determined by the map and tax lots attached to the petition. A&T is not responsible for subsequent deed activity which may not yet be reflected on the A&T computerized tax roll.

CERTIFICATION OF ELECTORS

The total active registered voters in the proposed annexation are 2. I hereby certify that this petition includes 2 valid signatures representing 100 (%) of the total active registered voters that are registered in the proposed annexation.

A. Stapleton
Lane County Department of Assessment and Taxation

10-3-17
Date Certified

[Signature]
Lane County Clerk or Deputy Signature

10/3/17
Date Certified

OCT 04 2017

Business Registry Business Name Search

City of Eugene
Planning Division
New Search

Business Entity Data

10-03-2017
11:13

Registry Nbr	Entity Type	Entity Status	Jurisdiction	Registry Date	Next Renewal Date	Renewal Due?
418151-92	FBC	ACT	WASHINGTON	03-14-2007	03-14-2018	
Entity Name	WATSON DEVELOPMENT, LIMITED					
Foreign Name						

New Search

Associated Names

Type	PPB	PRINCIPAL PLACE OF BUSINESS		
Addr 1	6601 WEST DESCHUTES AVE STE B			
Addr 2				
CSZ	KENNEWICK	WA	99336	Country UNITED STATES OF AMERICA

Please click [here](#) for general information about registered agents and service of process.

Type	AGT	REGISTERED AGENT	Start Date	03-14-2007	Resign Date	
Name	HAYDEN		WATSON			
Addr 1	963 SW SIMPSON AVE STE 110					
Addr 2						
CSZ	BEND	OR	97702	Country	UNITED STATES OF AMERICA	

Type	MAL	MAILING ADDRESS		
Addr 1	963 SW SIMPSON AVE STE 110			
Addr 2				
CSZ	BEND	OR	97702	Country UNITED STATES OF AMERICA

Type	PRE	PRESIDENT		Resign Date	
Name	HAYDEN		WATSON		
Addr 1	963 SW SIMPSON AVE STE 110				
Addr 2					
CSZ	BEND	OR	97702	Country	UNITED STATES OF AMERICA

Type	SEC	SECRETARY		Resign Date	
Name	HAYDEN		WATSON		
Addr 1	963 SW SIMPSON AVE STE 110				
Addr 2					
CSZ				Country	

BEND	OR	97702	UNITED STATES OF AMERICA
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[New Search](#)

Name History

Business Entity Name	Name Type	Name Status	Start Date	End Date
WATSON DEVELOPMENT, LIMITED	EN	CUR	03-14-2007	

Please [read](#) before ordering [Copies](#).

[New Search](#)

Summary History

Image Available	Action	Transaction Date	Effective Date	Status	Name/Agent Change	Dissolved By
	AMENDED ANNUAL REPORT	03-08-2017		FI		
	AMENDED ANNUAL REPORT	02-16-2016		FI		
	AMNDMT TO ANNUAL RPT/INFO STATEMENT	06-26-2015		FI		
	AMENDED ANNUAL REPORT	02-03-2015		FI		
	AMENDED ANNUAL REPORT	02-24-2014		FI		
	ANNUAL REPORT	02-14-2013		FI		
	ANNUAL REPORT	03-07-2012		FI		
	ANNUAL REPORT	03-04-2011		FI		
	ANNUAL REPORT PAYMENT	02-19-2010		SYS		
	ANNUAL REPORT	03-12-2009		FI		
	CHANGE OF REGISTERED AGENT/ADDRESS	10-06-2008		FI		
	AMNDMT TO ANNUAL RPT/INFO STATEMENT	10-06-2008		FI		
	ANNUAL REPORT	02-28-2008		FI		
	APPLICATION FOR AUTHORITY	03-14-2007		FI	Agent	

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Property Account Summary

As Of 10/3/2017 Status: Active

Account No.: 0423895 **Alternate Property Number:** 1704232402100**Account Type:** Real Property**TCA:** 00412**Situs Address:** 970 N PARK AVE
EUGENE OR 97404**Legal:** Township 17 Range 04 Section 23 Quarter 24 TL 02100**Parties:**

Role	Name & Address
Owner	WATSON DEVELOPMENT LIMITED 943 SW SIMPSON AVE STE 110 BEND OR 97702
Taxpayer	WATSON DEVELOPMENT LIMITED 943 SW SIMPSON AVE STE 110 BEND OR 97702

Property Values:

Value Name	2016	2015	2014	2013	2012
MKTTL	\$308,034	\$279,404	\$270,644	\$233,724	\$226,282
AVR	\$193,987	\$188,337	\$182,851	\$177,525	\$172,354
TVR	\$193,987	\$188,337	\$182,851	\$177,525	\$172,354

Property Characteristics:

Tax Year	Characteristic	Value
2016	Property Class	191 Potential dev improved
	Change Property Ratio	1XX Residential
	Size	1.13
	Code Split	Y
	Neighborhood	431500

Exemptions:

(End of Report)

RECEIVED

OCT 04 2017

City of Eugene
Planning Division



Property Account Summary

As Of 10/3/2017 Status: Active

Account No.: 1515764 **Alternate Property Number:** 1704232402100
Account Type: Real Property
TCA: 00400
Situs Address: 970 N PARK AVE
EUGENE OR 97404
Legal: Township 17 Range 04 Section 23 Quarter 24 TL 02100

Parties:

Role	Name & Address
Owner	WATSON DEVELOPMENT LIMITED 943 SW SIMPSON AVE STE 110 BEND OR 97702
Taxpayer	WATSON DEVELOPMENT LIMITED 943 SW SIMPSON AVE STE 110 BEND OR 97702

Property Values:

Value Name	2016	2015	2014	2013	2012
MKTTL	\$90,579	\$90,579	\$84,109	\$77,639	\$79,795
AVR	\$28,893	\$28,051	\$27,234	\$26,441	\$25,671
TVR	\$28,893	\$28,051	\$27,234	\$26,441	\$25,671

Property Characteristics:

Tax Year	Characteristic	Value
2016	Property Class	191 Potential dev improved
	Change Property Ratio	1XX Residential
	Size	1.13
	Code Split	Y
	Neighborhood	431500

Exemptions:

(End of Report)

RECEIVED

OCT 04 2017

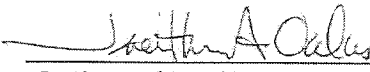
City of Eugene
Planning Division

**Legal Description for the Annexation of the Watson Property
To
the City of Eugene
NE 1/4 SEC. 2 T 17 S, R 4 W W.M.
Assessor's Map No. 17-04-23-24,
Tax Lot No. 2100 (remaining un-annexed eastern portion)
November 6, 2017**

Beginning at a point on the East line of the Joseph Ogle Donation Land Claim #43, Notification #2250, in Township 17 South, Range 4 West of the Willamette Meridian, 414.03 feet South of the most Northerly Northeast corner of said claim; thence leaving said East line, North 89°57'41" West 15.00 feet to a point on the southerly boundary of that certain tract of land conveyed to Pamela R. DeLaittre by a Bargain and Sale Deed recorded February 9, 1994 on Reel 1921R, Instrument No. 94-10263, Lane County Oregon Deed Records, Lane County Oregon, said point being on the westerly margin of North Park Avenue, 15.00 feet from, when measured at right angles to, the centerline of North Park Avenue, said point also being the True Point of Beginning of the following described tract of land; thence leaving said westerly margin, and along the southerly boundary of said DeLaittre tract, North 89°46'37" West 260.08 feet to the southwest corner of said DeLaittre tract; thence leaving said DeLaittre tract, South 00°02'19" East 178.40 feet to a point on the north boundary of that certain tract of land conveyed to Irena Iachello by a Bargain and Sale Deed recorded April 20, 1989 on Reel 1569R, Instrument No. 89-17078, Lane County Oregon Deed Records, Lane County Oregon; thence along said northerly boundary South 89°46'37" East 260.08 feet to last described westerly margin of North Park Avenue; thence leaving said northerly boundary, along said westerly margin, North 00°02'19" West 178.40 feet to the True Point of Beginning, all in Lane County Oregon.

Certification of Description

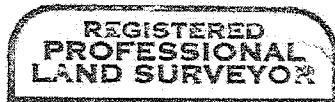
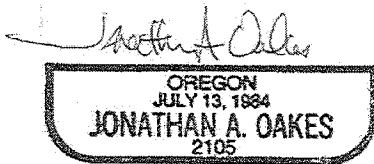
Pursuant to EC 9.7810(7), Annexation Application Requirements, I hereby certify the metes and bounds description of the real property proposed for annexation closes; and the map outlining the boundary is a true representation of the description.

Signature: 
Registered Land Surveyor

Print Name: JONATHAN A. OAKES

Date: NOV 22, 2017

Seal:



Expires: DEC 31, 2018

Summary of Urban Service Provision

This form is intended as a guide to assist applicants in demonstrating that a minimum level of key urban services can be provided to the area proposed for annexation. Space is provided on this form for you to provide detailed information on service provision. Please add additional pages if necessary to provide details of servicing issues related to the area you are annexing. To assist you in providing this information, some contacts are listed below. For large or difficult to serve properties, you may wish to contact a private land use planning consultant to prepare your application.

Property Owner(s) Name:

WATSON DEVELOPMENT LIMITED

Assessor's Map and Tax Lot Numbers for Properties Proposed for Annexation
(For example: Map 17-03-19-31, Tax Lot 100)

17-04-23-24 TAX LOT 2100

Wastewater -- All new development must connect to the wastewater (sanitary sewer) system. Is wastewater service available to serve the area proposed for annexation? (For more information, contact the Engineering staff at the City of Eugene Permit and Information Center or call 541-682-8400.)

The property(ies) in this annexation request:

☒ will be served from an existing gravity wastewater line.

Location and size of existing wastewater line:

8" LINE IN NORTH PARK

 will be served by an extension of an existing gravity wastewater line.

Where will a wastewater line be extended from? When will it be extended? By whom?

Stormwater -- Site plans for all new development must provide for drainage to an approved system consistent with the Comprehensive Stormwater Management Plan. City approval for storm drainage will be required as part of the development process. (For more information, contact the Engineering staff at the City of Eugene Permit and Information Center or call 541-682-8400.)

Is the site currently served by an approved stormwater system?

NO - ON-SITE INFILTRATION, PER CITY STANDARDS, IS PROPOSED.

If yes,
location? _____

If no, how will stormwater be handled after development? -

ON-SITE INFILTRATION

Streets – What existing streets provide access to this site. List existing streets that provide access to this site from River Road, the Northwest Expressway, or Beltline Highway. NORTH PARK, MILO WAY, ZOE AVE.

Will dedication for additional street right-of-way be required upon further development of this site?

☒ Yes ☐ No ☐ Unknown

Will existing streets be extended or new streets constructed upon further development of this site?

☒ Yes ☐ No ☐ Unknown

Parks, Recreation, and Cultural Services

Systems Development revenues generated by new development and Ballot Measure 20-30, which authorized the issuance of \$25.3 million in general revenue bonds, will help to fund future City park acquisition and development in this area and throughout the city. Please list the parks and recreation facilities that already exist or are planned in the general vicinity of the property(ies) included in this annexation:

~~HOLY~~ EMERALD PARK

Key services, defined by the Metropolitan Plan as parks and recreation programs, will be available to new city residents in this area on an equal basis with residents throughout the city.

Public Safety

Police services - Police protection can be extended to this site upon annexation consistent with service provision throughout the city.

For River Road/Santa Clara area-

Police services - Police protection can be extended to this site upon annexation consistent with service provision throughout the city. Police currently travel along River Road to provide service to areas throughout the River Road and Santa Clara area. Infill annexations and development in this area will increase the efficiency of service delivery to this area.

Fire and emergency services (Please indicate which fire district serves subject property.)

_____ Santa Clara - Fire protection services are currently provided to the subject property by the Santa Clara Rural Fire Protection District.

X River Road - Fire and emergency services - Fire protection is currently provided to the subject property by the River Road Water District under contract with the City of Eugene. Upon annexation, fire protection will be provided directly by the City of Eugene Fire & EMS Department.

Emergency medical transport (i.e., ambulance) services are currently provided on a regional basis by Eugene, Springfield, and Lane Rural Fire/Rescue to central Lane County, including the River Road and Santa Clara areas. After annexation, this service will continue to be provided by the current provider. All ambulance service providers have mutual aid agreements and provide back-up service into the other providers' areas.

Planning and Development Services -- Planning and building permit services are provided to the area outside the city limits but within the urban growth boundary by the City of Eugene. This service would continue after annexation.

EWEB (Eugene Water and Electric Board) currently provides water and electric service in the Eugene area and can provide service to new development in the River Road and Santa Clara area upon annexation. Some properties in northern Eugene receive electric service from EPUD (Emerald People's Utility District). Some properties in south Eugene receive electric services from the Lane Electric Cooperative; please note if this is the case for your property. For more information contact EWEB, ph. 484- 2411, EPUD, ph. 746-1583 or Lane Electric Co-op, 484-1151.

Electric Service -- Which electric company will serve this site?

EWEB

Water Service -- Please provide the size and location of the water main closest to your property. _____.

DOE AVE. ; NORTH PARK ; MILO WAY

Solid Waste -- Solid waste collection service is provided by private firms. Regional disposal sites and the Short Mountain Landfill are operated by Lane County.

Natural Gas -- Northwest Natural Gas can extend service to new development in this area.

Communications -- US West Communications and a variety of other telecommunications providers offer communications services throughout the Eugene/Springfield Area.

Census Information Sheet – CONFIDENTIAL

Please complete the attached survey and return it with your annexation application. It is not necessary to include the names of all individuals. Addresses and number of people living at each address is essential and sex and age information is helpful. If you have any questions, please contact the Planning Department at 541-682-5377.

City of Eugene Address: 17-04-23-24 Tax Lot 2100

HOUSING TYPE

TENURE

Single Unit Structure	☒	Owner-Occupied	()
Multiple Unit Structure	()	Renter-Occupied	()
Trailer or Mobile Home	()	Vacant	()
Seasonal	()		

RESIDENTS

	Last Name	First Name	Sex	Age
Respondent	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____
8.	_____	_____	_____	_____
9.	_____	_____	_____	_____
10.	_____	_____	_____	_____

Portland State University School of Urban and Public Affairs
Center for Population Research and Census (503) 725-3922

Certification of Description

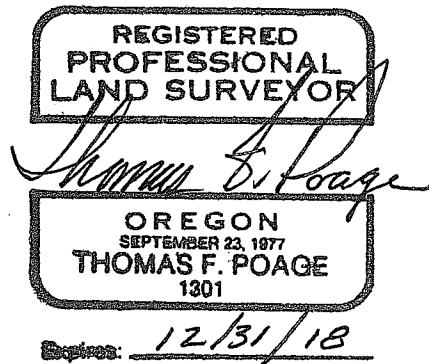
Pursuant to EC 9.7810(7), Annexation Application Requirements, I hereby certify the metes and bounds description of the real property proposed for annexation closes; and the map outlining the boundary is a true representation of the description.

Signature: Thomas F. Poage
Registered Land Surveyor

Print Name: THOMAS F. POAGE

Date: 8/15/17

Seal:



Site Plan Requirements

Submit 3 paper copies and 1 digital copy of a site plan, drawn to an engineer's scale on 8 ½" x 11" sheet of paper. Site plans shall include the following information:

- ☒ Show the date & north arrow on site plan.
- ☒ Show the Assessor's Map and Tax Lot number(s) on the site plan.
- ☐ Show a vicinity map on the site plan (vicinity map does not need to be to scale).
- ☐ Show city limits & UGB (if applicable)
- ☐ Clearly label the affected territory and any public right of ways to be annexed.
- ☐ Show all adjacent streets, alleys, and accessways.
- ☐ Show all dimensions of existing public utility easements and any other areas restricting use of the parcels, such as conservation areas, slope easements, access easements, etc.
- ☐ Show the location of all existing structures.

Other Application Requirements (Submit 3 paper copies and 1 digital copy of all)

- ☐ Petition for Annexation form listing all owners, including partial owners, and electors. This form includes the Certification of Electors which must be signed by the Lane County Elections/Voter Registration Department and also includes the Verification (Certification) of Property Owners which must be signed by the Lane County Department of Assessment and Taxation. *This form is required even if the land is vacant.*
- ☐ Notarized Consent to Annexation form.
- ☐ A legal description of the land proposed for annexation, including any public right of way prepared by a registered land surveyor. Oregon Revised Statutes (ORS) 308.225 requires submittal of a closing metes and bounds description or subdivision block and lot number description. Please see example of acceptable legal descriptions contained in the application packet. The legal description must exactly correspond with the map included with the application or the Assessor's map.
- ☐ Summary of Urban Service Provision form.
- ☐ Census Information Sheet.

Note: This is not a complete list of requirements. Additional information may be required after further review in order to adequately address the applicable approval criteria.

By signing, the undersigned certifies that he/she has read and understood the submittal requirements outlined, and that he/she understands that omission of any listed item may cause delay in processing the application. I (We), the undersigned, acknowledge that the information supplied in this application is complete and accurate to the best of my (our) knowledge.

PROPERTY OWNER OF TAX LOT: 2100

Name (print): WATSON DEVELOPMENT LIMITED

Address: 943 SW SIMPSON AVE STE 110 Email: _____

City/State/Zip: BEND, OR 97702 Phone: _____ Fax: _____

Signature: [Signature] Date: _____

PROPERTY OWNER OF TAX LOT: _____

Name (print): _____

Address: _____ Email: _____

City/State/Zip: _____ Phone: _____ Fax: _____

Signature: _____ Date: _____

PROPERTY OWNER OF TAX LOT: _____

Name (print): _____

Address: _____ Email: _____

City/State/Zip: _____ Phone: _____ Fax: _____

Signature: _____ Date: _____

SURVEYOR:

Name (print): TOM PAGE

Company/Organization: PAGE ENGINEERING

Address: P.O. Box 2527

City/State/Zip: EUGENE/OR/97402 Phone: 541 485 4505 Fax: _____

E-mail: PAGE@PAGE.NET

Signature: Thomas F. Page Date: 8/15/17

REPRESENTATIVE (If different from Surveyor):

Name (print):

DON MOGSTAD

Company/Organization:

POAGE ENGINEERING

Address:

P.O. Box 2527

City/State/Zip:

EUGENE/OR/97402

Phone:

541 485 4505

Fax:

E-mail:

MOGSTAD@POAGE.NET

Signature:



Date:

7/1/17

****Attached additional sheets if necessary.**

Please complete the following application checklist. Note that additional information may be required upon further review in order to adequately address the applicable criteria for approval. If you have any questions about filling out this application, please contact Planning staff at the Permit and Information Center, phone (541)682-5377, 99 West 10th Avenue, Eugene.

List all Assessor's Map and Tax Lot numbers of the property included in the request.

Assessor's Map	Tax Lot	Zoning	Acreage
17-04-23-24	2100 (PORTION OF)	R1	1.06 1.06

Property Address: 970 N. PARK AVE. EUGENE, OR. 97404-2955

Plans for Future Development & Permit Number (if applicable): _____

Public Service Districts:

Name			
Parks:	RIVER ROAD PARK & RECREATION DISTRICT		
Electric:			
Water:			
Sanitary Sewer:			
Fire:	EUGENE FIRE & EMS DEPARTMENT		
Schools:	Elementary: RIVER ROAD	Middle: KELLY	High: NORTH EUGENE
Other:			

Filing Fee

- ☐ A filing fee must accompany all applications. The fee varies depending upon the type of application and is adjusted periodically by the City Manager. Check with Planning staff at the Permit and Information Center to determine the required fee or check website at www.eugeneplanning.org

Written Statement (Submit 5 copies)

- ☐ Submit a detailed written statement describing how this request is consistent with all applicable criteria (Section 9.7825 of the Eugene Code).



City of Eugene Planning

PLANNING RECEIPT

DATE 8/15/2017

Method of Payment

- ☐ Cash
☐ Check
☒ Visa/MC

Customer Information

Name Scott Knox

Address

Project 970 N Park

(541) 788-8737

Amount Received

\$ 5,155.70

#	Application Type	Modification	Concurrent	Qty	Base Fee	Discount	Total
1	Annexation			1	\$ 4,730.00		\$ 4,730.00
2							
3							
4							
5							
6							
7							
8							
9	Fire Review Fee						
	Other						
	Other						
	Appeal						
	Appeal						

Subtotal App Fees \$ 4,730.00

Subtotal Other Fees \$ -

Admin Fee (not included on appeals or other fees) 9% \$ 425.70

Total \$ 5,155.70

Staff Receiving Application

MHD

EUGENE CITY COUNCIL AGENDA ITEM SUMMARY



Approval of Resolution 5213 Annexing Land to the City of Eugene
(2845/2847 Bailey Hill Road, Eugene Oregon; Property Identified as Assessor's
Map 18-04-03-00, Tax Lot 4900). (Evans, Russell; A 17-10)

Meeting Date: December 11, 2017
Department: Planning and Development
www.eugene-or.gov

Agenda Item Number: 3D
Staff Contact: Nicholas Gioello
Contact Telephone Number: 541-682-5453

ISSUE STATEMENT

This item is a request to annex approximately 0.96 acres of land at 2845/2847 Bailey Hill Road into the city limits. No public right-of-way would be annexed as part of this request, and it is noted that the portion of Bailey Hill Road adjacent to the property has already been annexed. A vicinity map is provided as Attachment A.

The property is zoned R-1 Low Density Residential with /UL Urbanizable Lands Overlay and is designated for low-density residential use in the Metro Plan. The property is not within the boundaries of a refinement plan. Annexation will allow for future development consistent with the property's designation and the Eugene Code. Specific plans for future development of the site are not included as part of this annexation application.

BACKGROUND

To encourage compact urban growth and sequential development within Eugene's urban growth boundary, the Metro Plan provides that ultimately all land within the UGB will be annexed into the City and provided with a minimum level of urban services.

Approval of annexation requests are based on the criteria at Eugene Code (EC) 9.7825 which require that (1) the land proposed to be annexed is within the City's UGB and is contiguous to the City limits or separated from City limits only by a right-of-way or water body; (2) the proposed annexation is consistent with the applicable policies in the Metro Plan and in any applicable refinement plans; and (3) the proposed annexation will result in a boundary in which the minimal level of key urban facilities and services can be provided in an orderly, efficient, and timely manner. Findings demonstrating that the annexation request is consistent with these approval criteria are included as Exhibit C to the resolution (Attachment B).

To provide nearby property owners and residents an opportunity to review and comment on this annexation request, public notice for this annexation request was provided to all owners and occupants of property within 500 feet of the subject property, and the affected neighborhood association (Churchill Area Neighbors), consistent with Eugene Code requirements. No written testimony has been received as of this date.

Referral comments were provided by affected agencies including City of Eugene Public Works and EWEB. These referral comments confirm that the property can be provided with the minimum level of key urban services consistent with the approval criteria. Given the findings of compliance and lack of testimony received, a public hearing is not recommended in this instance.

Additional background information regarding this request, including relevant application materials, is included for reference as Attachment C. A full copy of all materials in the record is also available at the Permit and Information Center located at 99 West 10th Avenue.

RELATED CITY POLICIES

The Metro Plan contains the policies that are related to this annexation request. The policies applicable to this request are addressed in the Planning Director's findings and recommendation (Exhibit C to Attachment B).

COUNCIL OPTIONS

City Council may consider the following options:

1. Adopt the resolution
2. Adopt the resolution with specific modifications as determined by the City Council
3. Deny the resolution
4. Defer action until after the council holds a public hearing on the proposed annexation

CITY MANAGER'S RECOMMENDATION

The City Manager recommends that the City Council adopt the resolution by finding that the request complies with all applicable approval criteria, and that the annexation be approved.

SUGGESTED MOTION

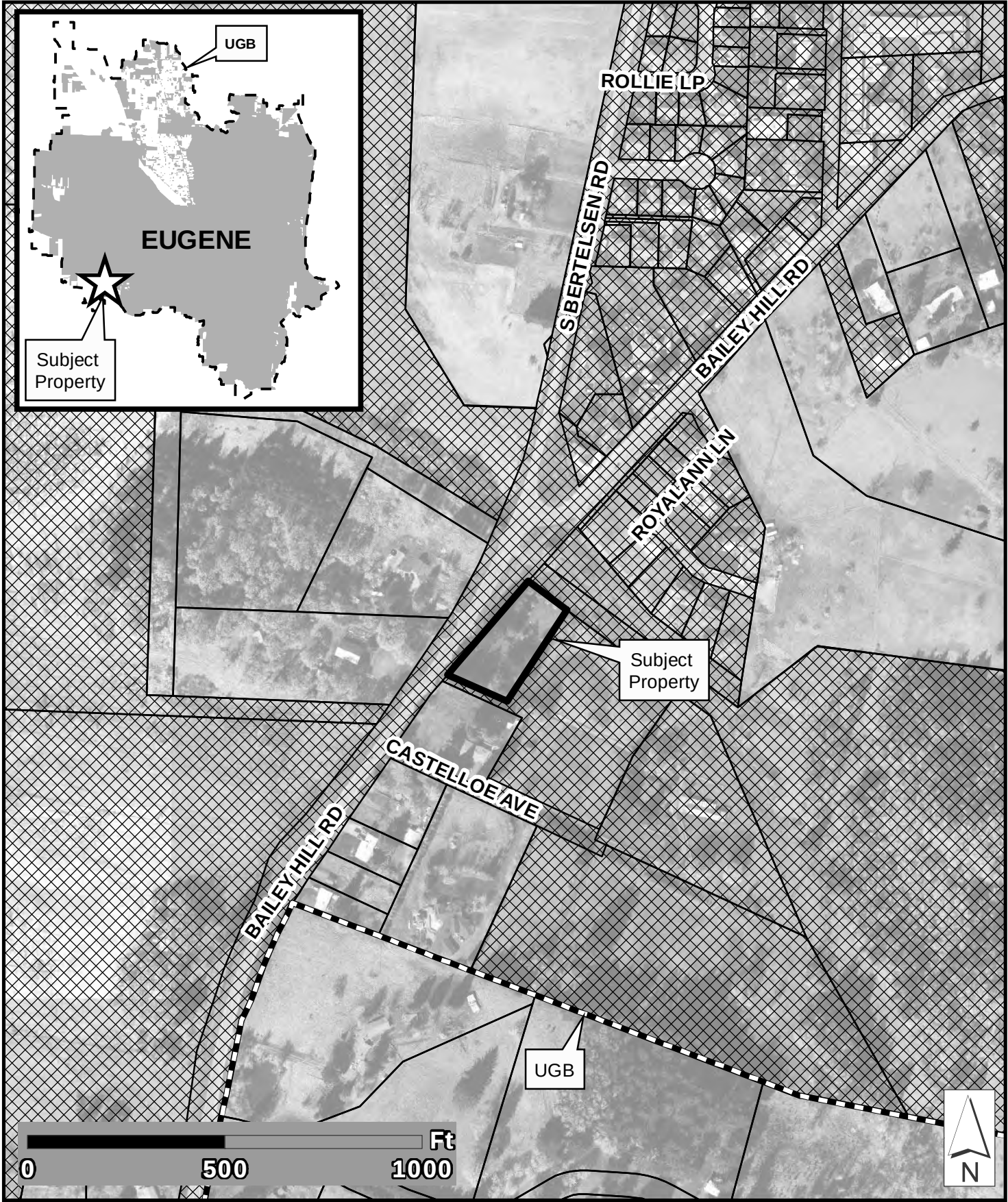
Move to adopt Resolution No. 5213, which approves the proposed annexation request consistent with the applicable approval criteria.

ATTACHMENTS

- A. Vicinity Map
- B. Annexation Resolution with Exhibits A through C
 - Exhibit A: Map of Annexation Request
 - Exhibit B: Legal Description
 - Exhibit C: Planning Director Findings and Recommendation
- C. Application Materials for Annexation Request

FOR MORE INFORMATION

Staff Contact: Nicholas Gioello
Telephone: 541-682-5453
Staff E-Mail: nick.r.gioello@ci.eugene.or.us



Legend

Subject Property City Limits Taxlots

Caution:
This map is based on imprecise
source data, subject to change,
and for general reference only.

December 2017



RESOLUTION NO. _____

**A RESOLUTION ANNEXING LAND TO THE CITY OF EUGENE
(2845/2847 BAILEY HILL ROAD, EUGENE OREGON; PROPERTY
IDENTIFIED AS ASSESSOR'S MAP 18-04-03-00, TAX LOT 4900).**

The City Council of the City of Eugene finds that:

A. An annexation application was submitted on August 31, 2017, by Russell and Karen Evans, in accordance with the provisions of Section 9.7810 of the Eugene Code, 1971, ("EC") to annex property identified as Assessor's Map 18-04-03-00, Tax Lot 4900, to the City of Eugene.

B. The property proposed to be annexed is depicted on the map attached as Exhibit A to this Resolution. The legal description of the property proposed to be annexed is attached to this Resolution as Exhibit B.

C. The City's Planning Director has submitted a written recommendation that the application be approved based on the criteria of EC 9.7825. The Planning Director's Findings and Recommendation is attached as Exhibit C.

D. On November 9, 2017, a notice containing the street address and assessor's map and tax lot number, a description of the land proposed to be annexed, and the Planning Director's preliminary recommendation was mailed to the applicant, owners and occupants of property within 500 feet of the perimeter of the subject property, and the Churchill Area Neighbors. The notice advised that the City Council would consider the Planning Director's full recommendation on the proposed annexation on December 11, 2017.

E. After considering the Planning Director's recommendation, the City Council finds that the application should be approved.

NOW, THEREFORE,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EUGENE, a
Municipal Corporation of the State of Oregon, as follows:**

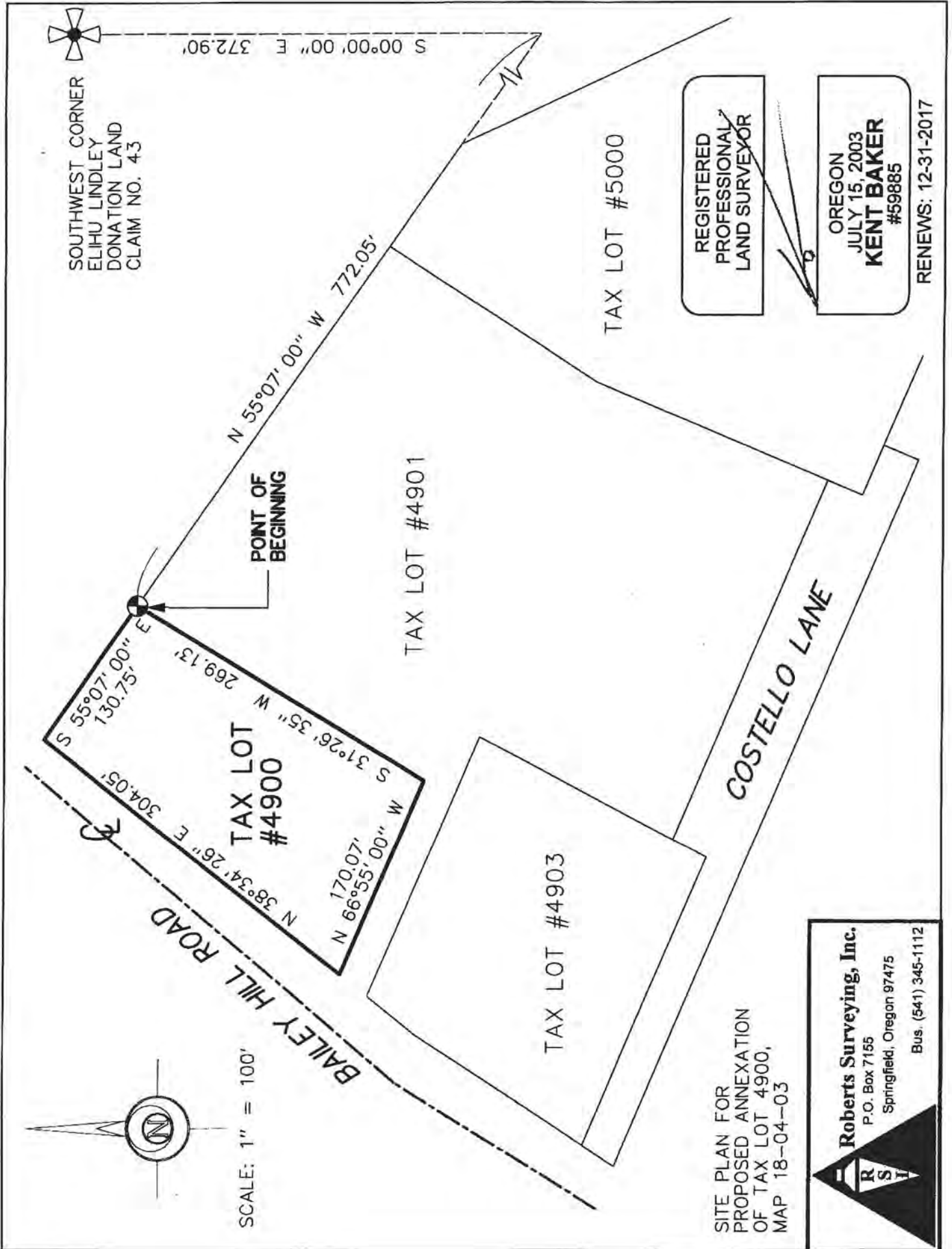
Section 1. Based on the above findings and the Planning Director's Findings and Recommendation attached as Exhibit C which are adopted in support of this Resolution, it is ordered that the land identified as Assessor's Map 18-04-03-00, Tax Lot 4900, depicted on the map attached as Exhibit A, and more particularly described in the attached Exhibit B, is annexed to the City of Eugene.

Section 2. This Resolution is effective immediately upon its passage by the City Council. The annexation and automatic rezoning of the land from R-1/UL to R-1 pursuant to EC 9.7820(3) shall become effective in accordance with State law.

The foregoing Resolution adopted the 11th day of December, 2017.

City Recorder

Exhibit A



REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
JULY 15, 2003
KENT BAKER
#59885

RENEWALS: 12-31-2017



Roberts Surveying, Inc.
P.O. Box 7155
Springfield, Oregon 97475
Bus. (541) 345-1112

Legal Description of Affected Territory to be Annexed

(Tax Lot #4900)

A unit of land being situated in the Southwest 1/4 Section 3, Township 18 South, Range 4 West of the Willamette Meridian, said unit of land being more particularly described as follows:

Commencing at the Southwest corner of the Elihu Lindley Donation Land Claim No. 43 in Township 18 South, Range 4 West of the Willamette Meridian ; thence South 00°00'00" East 372.90 feet; thence North 55°07'00" West 772.05 feet to the northeast corner of Tax Lot #4900 and the **POINT OF BEGINNING** of this unit of land;

Thence South 31°26'35" West 269.13 feet to the southeast corner of Tax Lot #4900;

Thence North 66°55'00" West 170.07 feet to the easterly margin of relocated Bailey Hill Road and the southwest corner of Tax Lot #4900;

Thence along the easterly margin of relocated Bailey Hill Road, North 38°34'26" East 304.05 feet to the northwest corner of Tax Lot #4900;

Thence leaving the easterly margin of relocated Bailey Hill Road, South 55°07'00" East 130.75 feet to the point of beginning, all in Lane County, Oregon and containing 42,447 square feet (.98 acres) of land, more or less.





**Planning Director's Findings and Recommendation
Annexation Request for the Russell Evans Property
(City File A 17-10)**

Application Submitted: August 31, 2017
Applicant: Russell Evans and Karen Evans
Property Included in Annexation Request: Tax Lot 4900 of Assessor's Map 18-04-03-00
Zoning: R-1 Low-Density Residential with /UL Urbanizable Lands Overlay
Location: 2845/2847 Bailey Hill Road
Surveyor: Kent Baker, Roberts Surveying, Inc.
Lead City Staff: Nicholas Gioello, City of Eugene Planning Division, 541/682-5453

EVALUATION:

Based on the information provided by the applicant, the City has determined that this request complies with Eugene Code (EC) Section 9.7805 Annexation - Applicability. As such, it is subject to review and approval in accordance with the requirements, application criteria and procedures of EC 9.7800 through 9.7835. The applicable approval criteria are presented below in bold typeface with findings and conclusions following each.

EC 9.7825(1) The land proposed to be annexed is within the city's urban growth boundary and is: (a) Contiguous to the city limits; or (b) Separated from the city only by a public right of way or a stream, bay, lake or other body of water.	
Complies ☒ YES ☐ NO	Findings: The annexation area is within the City's urban growth boundary (UGB), and as proposed, will be contiguous to city limits, consistent with subsection (a).
EC 9.7825(2) The proposed annexation is consistent with applicable policies in the Metro Plan and in any applicable refinement plans.	
Complies ☒ YES ☐ NO	<p>Findings: Several policies from the Metro Plan provide support for this annexation by encouraging compact urban growth to achieve efficient use of land and urban service provisions within the UGB, including the following policies from the Growth Management section (in <i>italic</i> text):</p> <p><i>Policy 8. Land within the UGB may be converted from urbanizable to urban only through annexation to a city when it is found that:</i></p> <ul style="list-style-type: none"> <i>a. A minimum level of key urban facilities and services can be provided to the area in an orderly and efficient manner.</i> <i>b. There will be a logical area and time within which to deliver urban services and facilities. Conversion of urbanizable land to urban shall also be consistent with the Metro Plan. (page II-C-4)</i> <p><i>Policy 10. Annexation to a city through normal processes shall continue to be the highest priority. (page II-C-5).</i></p> <p><i>Policy 15. Ultimately, land within the UGB shall be annexed to a city and provided with the required minimum level of urban facilities and services. While the time frame for annexation may vary, annexation should occur as land transitions from urbanizable to urban. (page II-C-5)</i></p> <p>The Metro Plan designates the annexation area as appropriate for low density residential use, and as further detailed under subsection (3) below, the proposed annexation is consistent with</p>

		<p>Metro Plan growth management policies and can be served by the minimum level of key urban services. The annexation procedures beginning at EC 9.7800 are consistent with State law and therefore, as found throughout this report, the annexation is consistent with State law.</p> <p>The following policy from the Residential Element of the Metro Plan is also applicable:</p> <p><i>Policy A.2 Residentially designated land within the UGB should be zoned consistent with the Metro Plan, and applicable plans and policies; however, existing agricultural zoning may be continued within the area between the city limits and UGB until rezoned for urban uses.</i></p> <p>As noted above, the property is zoned R-1, consistent with the designation of the property in the Metro Plan.</p> <p>Therefore, based on the findings above, the proposal is consistent with the applicable policies of the Metro Plan.</p>
EC 9.7825(3) The proposed annexation will result in a boundary in which the minimum level of key urban facilities and services, as defined in the Metro Plan, can be provided in an orderly, efficient, and timely manner.		
Complies ☒ YES ☐ NO		<p>Findings: Consistent with this criterion, the proposed annexation will result in a boundary in which the minimum level of key urban facilities and services can be provided in an orderly, efficient, and timely manner as detailed below:</p> <p><u>Wastewater</u> Public wastewater exists within Bailey Hill Road and South Bertelsen Road, and will need to be extended to serve the subject property. Although the 8-inch line within Bailey Hill Road is closer to the site, gravity flow to that system is challenging due to slopes and depth of pipe. The wastewater basin master plan calls for an extension of the 10-inch line within Bertelsen Road from manhole number 2324, to serve this property. The extension is approximately 415 feet.</p> <p>Additionally, there are no capital improvements planned to install public wastewater in this area at this time, and therefore, the proposed extension of public wastewater to serve the subject property would be reviewed through the privately engineered public improvement (PEPI) process, and financial surety would be the responsibility of the private developer.</p> <p><u>Stormwater</u> Public stormwater systems are not available to serve this property. Records show that the depth to bedrock is less than 5 feet below ground surface and the soils are mapped as a type C. Infiltration testing may be required at the time of development to demonstrate adequate percolation rates; however, there are options for complying with stormwater standards which will be further evaluated at the time of future development.</p> <p><u>Transportation</u> The property abuts Bailey Hill Road, which is within Lane County jurisdiction. The City classifies this section of Bailey Hill Road as a minor arterial. Access management and street standards will be evaluated at the time of future development.</p> <p><u>Solid Waste</u> Collection service is provided by private firms. Regional disposal sites and the Short Mountain Landfill are operated by Lane County.</p>

		<p><u>Water and Electric</u> Eugene Water and Electric Board (EWEB) Water staff confirm that water and electric services are available to the property.</p> <p><u>Public Safety</u> Police protection can be extended to this site upon annexation consistent with service provision through the City. Fire protection will be provided by Eugene Springfield Fire. Emergency medical services are currently provided on a regional basis by the cities of Eugene and Springfield to central Lane County and will continue in the same manner upon annexation.</p> <p><u>Parks and Recreation</u> A minimum level of park service can be provided to the proposal area as prescribed in the Metro Plan.</p> <p><u>Planning and Development Services</u> Planning and building permit services are provided for all properties located within the urban growth boundary by the City of Eugene. The Eugene Code, Chapter 9, will provide the required land use controls for future development of the subject property upon annexation.</p> <p><u>Communications</u> A variety of telecommunications providers offer communications services throughout the Eugene/Springfield area.</p> <p><u>Public Schools</u> The subject property is within Eugene School District 4J and is within the district boundary of Twin Oaks Elementary School, Kennedy Middle School, and Churchill High School.</p>
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CONCLUSION:

Based on the above findings, information submitted to date, and the criteria set forth in EC 9.7825, the proposed annexation is consistent with the applicable approval criteria. A map and legal description showing the area subject to annexation are included in the application file for reference. The effective date is set in accordance with state law.

INFORMATION:

- ◆ Upon approval of the annexation, the base zoning of R-1 Low-Density Residential will remain; however, the /UL Urbanizable Lands overlay will be automatically removed from the annexation area. Please contact the Permit Information Center, Planner-on-Duty at 682-5377 for more information.
- ◆ Approval of this annexation does not relieve the applicant from complying with applicable codes and statutory requirements.

**ANNEXATION**

Please complete the following application checklist. Note that additional information may be required upon further review in order to adequately address the applicable criteria for approval. If you have any questions about filling out this application, please contact Planning staff at the Permit and Information Center, phone (541)682-5377, 99 West 10th Avenue, Eugene.

List all Assessor's Map and Tax Lot numbers of the property included in the request.

Assessor's Map	Tax Lot	Zoning	Acreage
18-04-03-00	4900	R-1/UL	0.96

Property Address: 2847 Bailey Hill Road and 2845 Bailey Hill Road

Plans for Future Development & Permit Number (if applicable): _____

Public Service Districts:

Name			
Parks:	City of Eugene		
Electric:	EWEB		
Water:	EWEB		
Sanitary Sewer:	City of Eugene		
Fire:	Zumwalt RFPD		
Schools:	Elementary: Twin Oaks	Middle: Kennedy	High: Churchill
Other:			

Filing Fee

- ☒ A filing fee must accompany all applications. The fee varies depending upon the type of application and is adjusted periodically by the City Manager. Check with Planning staff at the Permit and Information Center to determine the required fee or check website at www.eugeneplanning.org

Written Statement (Submit 5 copies)

- ☒ Submit a detailed written statement describing **how** this request is consistent with all applicable criteria (Section 9.7825 of the Eugene Code).

Site Plan Requirements

Submit 3 paper copies and 1 digital copy of a site plan, drawn to an engineer's scale on 8 ½" x 14" sheet of paper. Site plans shall include the following information:

- ☒ Show the date & north arrow on site plan.
- ☒ Show the Assessor's Map and Tax Lot number(s) on the site plan.
- ☒ Show a vicinity map on the site plan (vicinity map does not need to be to scale).
- ☒ Show city limits & UGB (if applicable)
- ☒ Clearly label the affected territory and any public right of ways to be annexed.
- ☒ Show all adjacent streets, alleys, and accessways.
- ☒ Show all dimensions of existing public utility easements and any other areas restricting use of the parcels, such as conservation areas, slope easements, access easements, etc.
- ☒ Show the location of all existing structures.

Other Application Requirements (Submit 3 paper copies and 1 digital copy of all)

- ☒ Petition for Annexation form listing all owners, including partial owners, and electors. This form includes the Certification of Electors which must be signed by the Lane County Elections/Voter Registration Department and also includes the Verification (Certification) of Property Owners which must be signed by the Lane County Department of Assessment and Taxation. *This form is required even if the land is vacant.*
- ☒ Notarized Consent to Annexation form.
- ☒ A legal description of the land proposed for annexation, including any public right of way prepared by a registered land surveyor. Oregon Revised Statutes (ORS) 308.225 requires submittal of a closing metes and bounds description or subdivision block and lot number description. Please see example of acceptable legal descriptions contained in the application packet. The legal description must exactly correspond with the map included with the application or the Assessor's map.
- ☒ Summary of Urban Service Provision form.
- ☒ A county Assessor's cadastral map. *(Available at Lane County Assessment & Taxation)*
- ☒ Census Information Sheet.

Note: This is not a complete list of requirements. Additional information may be required after further review in order to adequately address the applicable approval criteria.

By signing, the undersigned certifies that he/she has read and understood the submittal requirements outlined, and that he/she understands that omission of any listed item may cause delay in processing the application. I (We), the undersigned, acknowledge that the information supplied in this application is complete and accurate to the best of my (our) knowledge.

PROPERTY OWNER OF TAX LOT: 4900

Name (print): Russell Evans

Address: 29771 Kloutz Road

Email: Russell@EvansBuildingCompany-G

City/State/Zip: Eugene, OR 97405

Phone:

Fax:

* Signature: Russell Evans

* Date: 6-29-16

PROPERTY OWNER OF TAX LOT: 4900

Name (print): Karen Evans

Address: 29771 Kloutz Road

Email:

City/State/Zip: Eugene, OR 97405

Phone:

Fax:

* Signature: Karen Evans

* Date: 6-29-16

PROPERTY OWNER OF TAX LOT: _____

Name (print): N/A

Address:

Email:

City/State/Zip:

Phone:

Fax:

Signature:

Date:

SURVEYOR:

Name (print): Kent Baker

Company/Organization: Roberts Surveying, Inc.

Address: P.O. Box 7155

City/State/Zip: Eugene, OR 97401

Phone: 541-345-1112 Fax: 541-345-3464

E-mail: kent@robertssurvey.com

Signature: Kent Baker

Date: 7/14/16

REPRESENTATIVE (If different from Surveyor):

Name (print): Rick Satre, AICP, ASLA, CSI

Company/Organization: Schirmer Satre Group

Address: 375 W. 4th Avenue. Suite 201

City/State/Zip: Eugene, OR 97401

Phone: 541-686-4540 Fax: 541-686-4577

E-mail: rick@schirmersatre.com

Signature:

Date: JULY 11 2016

****Attached additional sheets if necessary.**



SCHIRMER SATRE GROUP
Planners, Landscape Architects and Environmental Specialists

375 West 4th Avenue, Suite 201, Eugene, Oregon 97401
 (541) 686-4540 • Fax (541) 686-4577 • www.schirmersatre.com

TRANSMITTAL

TO: <u>City of Eugene</u> <u>Permit and Information Center</u> <u>99 West 10th Avenue</u> <u>Eugene, OR 97401</u>	DATE: <u>August 31, 2017</u> PROJECT: <u>Evans Property – Annexation -</u> <u>Map and Taxlot 18-04-03-00-</u> <u>04900</u> CLIENT PROJ #: _____ SSG PROJ #: <u>1512</u>
ATTN: _____	

TRANSMITTED: Herewith ☒ Separate Cover ☐ Other ☐	DISPOSITION: For Your Approval ☐ For Your Information/Use ☒ For Reply ☐
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TRANSMITTED:		Dated	No. Pages
# Copies	Item	(In addition to this cover page)	
3 paper copies and one digital copy of an:			
Annexation Application Packet		Various Dates	Several

REMARKS: This Annexation Application packet is hereby submitted on behalf of Russell and Karen Evans regarding their request to annex their property on Bailey Hill Road into the city limits of Eugene. The submittal package includes:

1. Application Fee.
2. Application Form.
3. Written Statement.
4. Attachment 1 – Petition.
5. Attachment 2 – Consent.
6. Attachment 3 – Legal Description, Map and Surveyor Certification.
7. Attachment 4 – Summary of Urban Service Provision.
8. Attachment 5 – Census. (2847 Bailey Hill Road)
9. Attachment 5 – Census (2845 Bailey Hill Road)
10. Attachment 6 – Cadastral Map – Full Size.

We look forward to your assistance with the project. Please do not hesitate to contact us should you have any questions or need any additional information. Thank you.

COPIES TO: File ☒ Owner ☒	Agency ☐ Consultant Team ☐ Other ☐	BY: <u>Richard M. Satre, AICP, ASLA, CSI</u>
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September 6, 2016

EVANS PROPERTY – BAILEY HILL ROAD
Annexation Application
Map 18-04-03-00, Lot 4900

WRITTEN STATEMENT

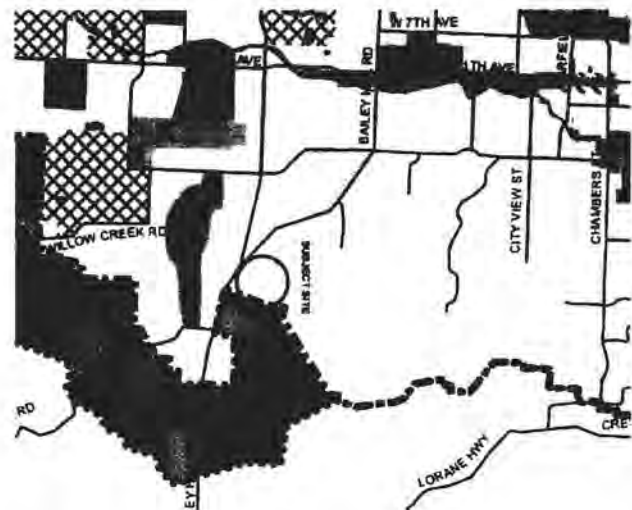
In accordance with EC 9.7800, Annexation Application Procedures and Criteria, the applicant, Russell and Karen Evans, is requesting that the City of Eugene review this annexation request and determine that the proposal complies with the approval criteria contained in EC 9.7825 and that the requested annexation of Tax Lot 4900 can be approved. To aid Eugene staff in this endeavor, the following information is provided.

I. The Site and Existing Conditions

A. Planning Context

The Evans property has a Metro plan land use designation of Low Density Residential (LDR). There is no applicable neighborhood refinement plan. The property is zoned Low-Density Residential (R-1). Development of the property is subject to the Eugene-Springfield Metropolitan Area General Plan (Metro Plan) and the Eugene Code, which governs land use.

The site is inside the Urban Growth Boundary (UGB) and outside the City Limits of Eugene (CL). The site is contiguous to existing City of Eugene city limits along its north, south and east boundaries. There is an overlay zone of Urbanizable Land (UL) which regulates and limits land use on the site until annexation. This overlay would be removed upon annexation.



Excerpt
Metro Plan Diagram

Additional planning documents also apply to the subject property, including TransPlan; the Parks, Recreation and Open Space Project and Priority Plan (not adopted); and the in-process Envision Eugene project, which provides helpful direction, although it is not adopted yet.

B. Subject Site

The property is located in the southwestern area of Eugene, in what is known as the Churchill neighborhood. The site is approximately 0.96 acres in size and there is currently a duplex on the property. It is located on Bailey Hill Road. Bailey Hill Road is classified as a minor arterial and intersects with Bertelsen Road, another minor arterial, less than a 400 feet away from the subject site. In addition to nearby parks and trails, the subject site is located within a mile of Kennedy Middle School and Churchill High School. Bailey Hill connects to the north with many major transportation routes. Approximately 2½ miles to the north, Bailey Hill Road connects with West 11th. This also connects to the Randy Pape Beltline and from there to I-5 north and south.

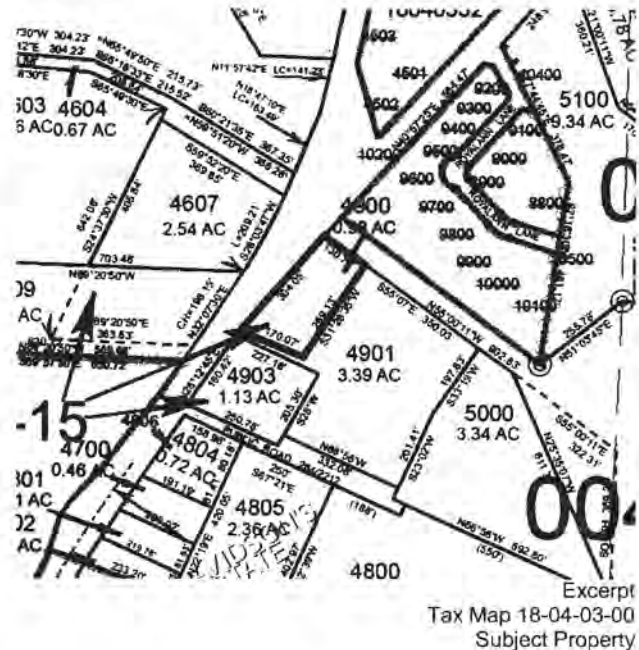


There is also a future EmX bus rapid transit park and ride located roughly a mile and a half from the subject site (near West 11th Avenue and Randy Pape Beltline).

Retail and employment centers, dining establishments, and more are located on 18th Street, which is only a little over a mile away from the subject site.

The site is primarily open with portions containing groupings of trees, and gradually slopes to the northwest. There is no evidence or record of wetlands on the site. The site currently contains a duplex that is also owned by the applicant.

The soil is primarily loam and is not considered to be hydric. Depth to groundwater has not been mapped. This area is outside of the 500-year flood hazard zone. The site is currently served by an existing stormwater system that drains through an open drainage facility along Bailey Hill Road.



II. Annexation – Approval Criteria

Annexation Approval Criteria are found in Section 9.7825 of the Eugene Code. Applicable sections of the Code are in *italics*, followed by proposed findings of facts in normal text.

9.7825 Annexation – Approval Criteria. *The city council shall approve, modify and approve, or deny a proposed annexation based on the application's consistency with the following:*

- (1) *The land proposed to be annexed is within the city's urban growth boundary and is:*
 - (a) *Contiguous to the city limits; or*
 - (b) *Separated from the city only by a public right of way or a stream, bay, lake or other body of water.*

Response: The Evans property is contiguous to existing City of Eugene city limits on its north, south and east boundaries. Therefore, this criterion is met.

- (2) *The proposed annexation is consistent with applicable policies in the Metro Plan and in any applicable refinement plans.*

METRO PLAN: Applicable Metro Plan policies and findings in support of this annexation request are as follows:

Growth Management

- Policy 8a. *Land within the UGB may be converted from urbanizable to urban only through annexation to a city when it is found that: A minimum of key urban facilities and services can be provided to the area in an orderly and efficient manner.*

Response: Minimum key urban facilities and services as defined in the Metro Plan includes wastewater, stormwater, transportation, solid waste management, water

service, fire and emergency medical service, police protection, city-wide parks and recreation programs, electric service, land use controls, communication facilities and public schools on a district-wide basis (Metro Plan, Chapter V, Glossary, definition 24). As documented elsewhere in this Written Statement, these key urban facilities and services are already provided to the subject site. Moreover, remaining facilities and services not currently present can be provided to the subject site in an orderly and efficient manner.

- *Policy 10. Annexation to a city through normal processes shall continue to be the highest priority.*

Response: Annexation into the corporate limits of the City of Eugene is codified in the Eugene Code (EC) 9.7800-9.7835. Processes and procedures regarding application, annexation, approval criteria, effective date and notice, and withdrawal from special districts are, by submittal and processing of this Annexation Application, being followed.

- *Policy 15. Ultimately, land within the UGB shall be annexed to a city and provided with the required minimum level of urban facilities and services.*

Response: The subject site is inside the Eugene jurisdiction of the metro area's Urban Growth Boundary. By this Annexation Application herein land within the UGB (the subject site) is being annexed and, as required by applicable approval criteria, will be provided with the minimum level of urban facilities and services.

- *Policy 17. As annexations to cities occur over time, existing special service districts within the UGB shall dissolve. The cities should consider developing intergovernmental agreements, which address transition issues raised by annexation, with the affected special service districts.*

Response: Special districts providing services to the subject property include Zumwalt Rural Fire Protection District. The city of Eugene has intergovernmental agreements with this entity. As codified in Eugene Code (EC) 9.7835, Annexation – Withdrawal from Public Service Districts Following Annexation, the Eugene City Council utilizes a set process to facilitate withdrawals from special districts.

- *Policy 20a. When unincorporated territory within the UGB is provided with any new urban service, that service shall be provided by the following method: Annexation to a city.*

Response: Future development of the subject property will require the provision of wastewater and water services. Annexation is the preferred method to enable urban service provision. Approval of this Annexation Application herein will satisfy this Metro Plan policy.

APPLICABLE REFINEMENT PLAN: There are no applicable refinement plans.

- (3) *The proposed annexation will result in a boundary in which the minimum level of key urban facilities and services, as defined in the Metro Plan, can be provided in an orderly, efficient, and timely manner.*

Response: The minimum level of key urban facilities and services are available and have sufficient capacity to serve the site. The conditions applicable to the site are as follows:

Wastewater

Public wastewater service is available to the site and will be extended from an existing 8" line on Bertelsen Road concurrent with development, should any new or additional development be proposed beyond the existing duplex residential dwelling unit. This will be of sufficient capacity to serve the property at its low-density residential (LDR) designation.



Wastewater (2013)

Stormwater

Existing public stormwater facilities available to the site consists of an open drainage system. The open drainageway system runs along Bailey Hill Road and is in the Amazon Drainage basin.

Should any development be proposed beyond the existing duplex residential dwelling unit, stormwater runoff will be treated through on-site detention/retention facilities (such as vegetated bio-swales and/or rain gardens) that would connect to the existing open drainageway. A stormwater study would then be a required component of subsequent planning applications.

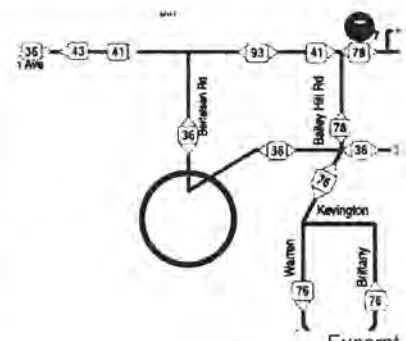


Stormwater (2013)

Transportation

Streets – The property is primarily accessible by Bailey Hill Road, a minor arterial with 70 feet of right of way. Bailey Hill Road intersects with S. Bertelsen Road, a minor arterial street, less than 400 feet from the subject site. There is no development proposed with this annexation application.

Transit – There is currently bus service provided by Lane Transit District (LTD) to the intersection of Warren Avenue and Bailey Hill, approximately ¼ miles from the intersection of Bailey Hill and South Louis Lane. There is also a planned EmX bus rapid transit park and ride located roughly a mile and a half from the subject site on West 11th.

Excerpt
Street Classification MapExcerpt
Street ROW MapExcerpt
LTD Service Map

Solid Waste Management

Solid waste collection is operated by private firms, whose franchise territory granted by the City of Eugene includes the site. Regional disposal sites are operated by Lane County.

Water and Electric Service

This property will be served by Eugene Water and Electric Board (EWEB), who will provide both water and electric service to the site. The water main closest to the property is in Bailey Hill Road. The pipe serving the property is 10 inches and cast iron. There is sufficient capacity to serve the property at its planned low-density residential (LDR) capacities.

Fire and Emergency Medical Services

Zumwalt Rural Fire Protection District provides fire service to the subject property (by and through a contract with the City of Eugene). Upon annexation, service will be provided directly by the City of Eugene.

Police Protection

Police protection is currently provide by Lane County. Upon annexation, the City of Eugene will provide police protection. With annexation, police protection will be consistent with service provision by Eugene Police Department throughout the city.

City-Wide Parks and Recreation

The site is in the boundaries of Lane County Parks. Upon annexation, parks and recreation services will be provided by the City of Eugene.

Land Use Controls

The subject property is inside the Eugene portion of the Metro Plan Urban Growth Boundary. The City of Eugene provides land use controls for the site.

Communication Facilities

CenturyLink and a variety of other telecommunications providers offer communication services throughout the Eugene/Springfield Area.

Public Schools on a District-Wide Basis

Eugene School District is the K-12 education service provider. Twin Oaks Elementary School is two miles south of the site and Kennedy Middle School is a half-mile northeast, up Bailey Hill Road. Churchill High School is approximately a mile away and located a little further northeast than Kennedy Middle School.

Given the above regarding public and private facility availability, this criterion is met.

III. Conclusion

Based on the information contained in this written statement, the applicant believes that the requested annexation can be approved.

If there are any questions regarding the above information, please do not hesitate to contact Rick Satre, AICP, ASLA, CSI, at Schirmer Satre Group, 541-686-4540 or rick@schirmersatre.com.

RECEIVED

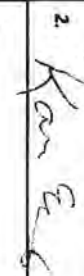
AUG 31 2017

Lane County
Assessment & Taxation

* CB = Coburg
CR = Creswell
FL = Florence
OA = Oakridge
CG = Cottage Grove
EU = Eugene
JC = Junction City
SP = Springfield

PETITION
Petition Signature Sheet
Annexation by Individuals

We, the following property owners/electors, consent to the annexation of the following territory to the City of (Insert Name of city):

Signature	Date Signed m/d/y	Print Name	Residence Address (street, city, zip code)	Map and Tax Lot Number (example: 17-04-03-00-00100)	Land Owner	Reg Voter	Acres (qty)
	8/15/17	Russell Evans Jr.	29771 Kloutz Road	18-04-03-00-4900 04900			0.96 0.98
	8/15/17	Karen Evans Tr.	29771 Kloutz Road	18-04-03-00-4900 04900			0.96 0.98

Note: With the above signature(s), I am attesting that I have the authority to consent to annexation on my own behalf or on behalf of my firm or agency. (Attach evidence of such authorization when applicable.)

1. Kenneth J. Evans (printed name of circulator), hereby certify that every person who signed this sheet did so in my presence.
X  (signature of circulator)

CERTIFICATION OF PROPERTY OWNERS

The total landowners in the proposed annexation are 2 (qty). This petition reflects that 2 (qty) landowners (or legal representatives) listed on this petition represent a total of 100 (%) of the landowners and 100 (%) of the acres as determined by the map and tax lots attached to the petition. A&T is not responsible for subsequent deed activity which may not yet be reflected on the A&T computerized tax roll.

CERTIFICATION OF ELECTORS

The total active registered voters in the proposed annexation are 2. I hereby certify that this petition includes 2 valid signatures representing 100 (%) of the total active registered voters that are registered in the proposed annexation.


Lane County Department of Assessment and Taxation

Date Certified 8-31-17


Lane County Clerk or Deputy Signature

Date Certified 8/31/17

Consent to Annexation

Consent is hereby given to the annexation by the City of Eugene, Oregon of the following described real property:

Map and Tax Lot: 18-04-03-00-4900 Address: 2847 Bailey Hill Road

Legal Description:

See Attached Legal Description

In the corporate limits of said city, which is owned by the undersigned

DATED this 6 day of MAY, 20 16.

Russell R. Greene
June 3.

STATE OF OREGON)

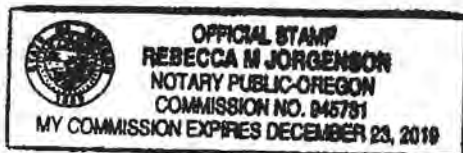
County of Lane) ss

On this 6th day of May, 2016, before me, the undersigned, a notary public in and for the said county and state, personally appeared the within-named,

who is known to me to be the identical individual described herein and who executed the same freely and voluntarily.

Seal:

IN TESTIMONY WHEREOF, I have hereunto set
my hand and seal the day and year last above
written.



Rebecca M. Jorgensen
Notary Public for Oregon
My Commission Expires 12-23-19

Certification of Description

Pursuant to EC 9.7810(7), Annexation Application Requirements, I hereby certify the metes and bounds description of the real property proposed for annexation closes; and the map outlining the boundary is a true representation of the description.

Signature: _____

Registered Land Surveyor

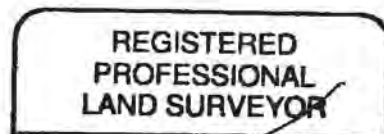
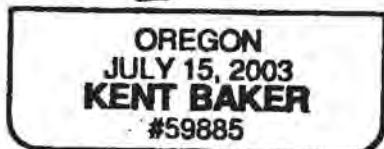
Print Name: _____

Kent Baker

Date: _____

April 22, 2016

Seal: _____



RENEWS: 12-31-2017

Legal Description of Affected Territory to be Annexed

(Tax Lot #4900)

A unit of land being situated in the Southwest 1/4 Section 3, Township 18 South, Range 4 West of the Willamette Meridian, said unit of land being more particularly described as follows:

Commencing at the Southwest corner of the Elihu Lindley Donation Land Claim No. 43 in Township 18 South, Range 4 West of the Willamette Meridian ; thence South 00°00'00" East 372.90 feet; thence North 55°07'00" West 772.05 feet to the northeast corner of Tax Lot #4900 and the **POINT OF BEGINNING** of this unit of land;

Thence South 31°26'35" West 269.13 feet to the southeast corner of Tax Lot #4900;

Thence North 66°55'00" West 170.07 feet to the easterly margin of relocated Bailey Hill Road and the southwest corner of Tax Lot #4900;

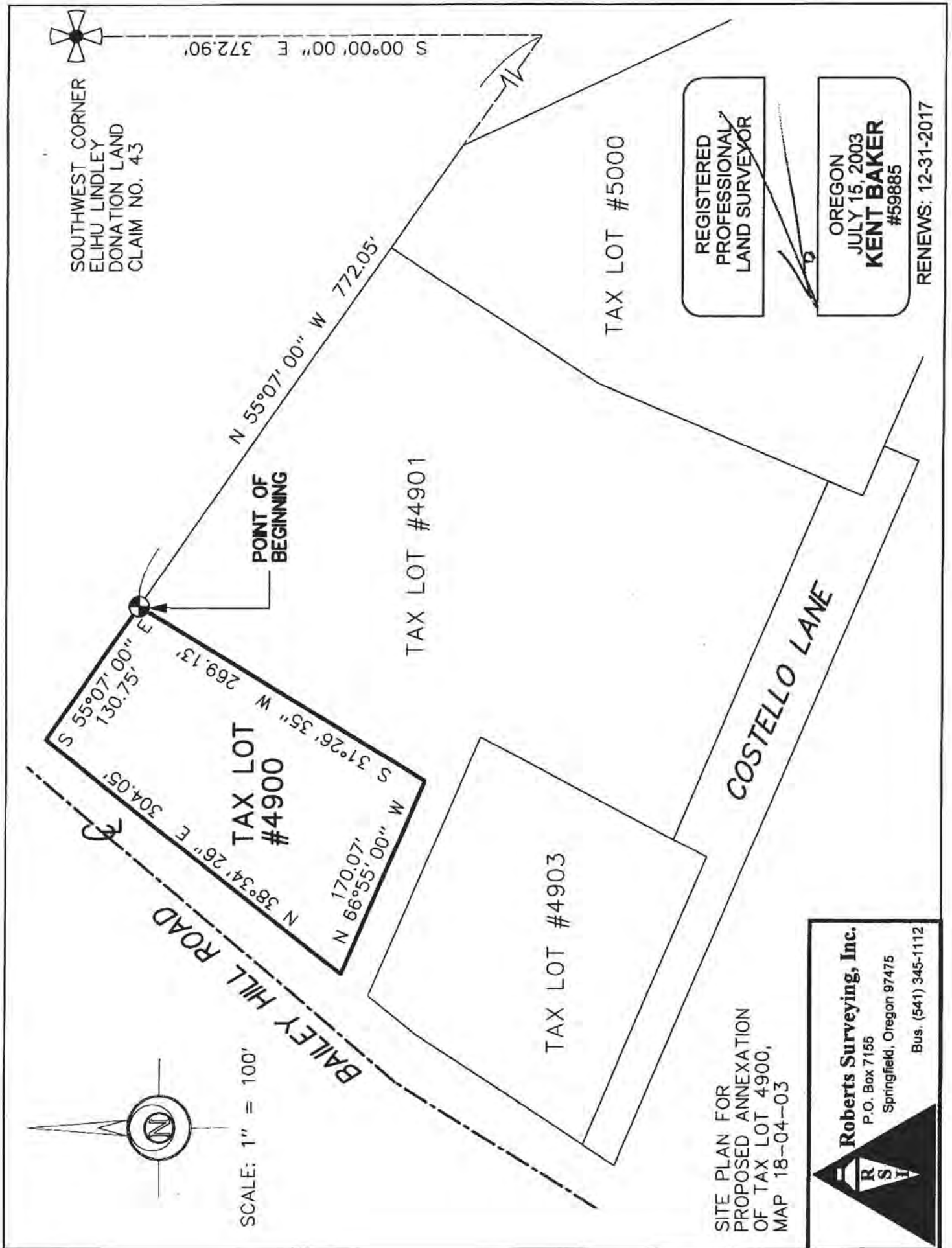
Thence along the easterly margin of relocated Bailey Hill Road, North 38°34'26" East 304.05 feet to the northwest corner of Tax Lot #4900;

Thence leaving the easterly margin of relocated Bailey Hill Road, South 55°07'00" East 130.75 feet to the point of beginning, all in Lane County, Oregon and containing 42,447 square feet (.98 acres) of land, more or less.

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
JULY 15, 2003
KENT BAKER
#59885

RENEWS: 12-31-2017



Roberts Surveying, Inc.
P.O. Box 7155
Springfield, Oregon 97475
Bus. (541) 345-1112

Summary of Urban Service Provision

This form is intended as a guide to assist applicants in demonstrating that a minimum level of key urban services can be provided to the area proposed for annexation. Space is provided on this form for you to provide detailed information on service provision. Please add additional pages if necessary to provide details of servicing issues related to the area you are annexing. To assist you in providing this information, some contacts are listed below. For large or difficult to serve properties, you may wish to contact a private land use planning consultant to prepare your application.

Property Owner(s) Name:

Russell Evans, Karen Evans

Assessor's Map and Tax Lot Numbers for Properties Proposed for Annexation

(For example: Map 17-03-19-31, Tax Lot 100)

Map 18-04-03-00, Tax Lot 4900

Wastewater -- All new development must connect to the wastewater (sanitary sewer) system. Is wastewater service available to serve the area proposed for annexation? (For more information, contact the Engineering staff at the City of Eugene Permit and Information Center or call 541-682-8400.)

The property(ies) in this annexation request:

will be served from an existing gravity wastewater line.

Location and size of existing wastewater line:

☒ will be served by an extension of an existing gravity wastewater line.

Where will a wastewater line be extended from? When will it be extended? By whom?

The wastewater line will be extended from an existing 8" line on Bertelsen Rd., concurrent w/ development by the developer.

Stormwater -- Site plans for all new development must provide for drainage to an approved system consistent with the Comprehensive Stormwater Management Plan. City approval for storm drainage will be required as part of the development process. (For more information, contact the Engineering staff at the City of Eugene Permit and Information Center or call 541-682-8400.)

Is the site currently served by an approved stormwater system?

Yes, but not known if it is "approved."

If yes, location? Through an open drainage facility along Bailey Hill Road.

If no, how will stormwater be handled after development? –
The property included in this annexation request is already developed with a duplex residential dwelling unit.

Streets – What existing streets provide access to this site. List existing streets that provide access to this site from River Road, the Northwest Expressway, or Beltline Highway. Bailey Hill Road provides primary access to the site.

Will dedication for additional street right-of-way be required upon further development of this site?

☐ Yes ☒ No ☐ Unknown

Will existing streets be extended or new streets constructed upon further development of this site?

☐ Yes ☒ No ☐ Unknown

(For more information, contact the City of Eugene Public Works staff at (682-6004).)

Parks, Recreation, and Cultural Services

Systems Development revenues generated by new development and Ballot Measure 20-30, which authorized the issuance of \$25.3 million in general revenue bonds, will help to fund future City park acquisition and development in this area and throughout the city. Please list the parks and recreation facilities that already exist or are planned in the general vicinity of the property(ies) included in this annexation:

Nearby parks include a section of the Ridgeline system, Wild Iris Ridge.

Key services, defined by the Metropolitan Plan as parks and recreation programs, will be available to new city residents in this area on an equal basis with residents throughout the city.

Public Safety

Police services - Police protection can be extended to this site upon annexation consistent with service provision throughout the city.

For River Road/Santa Clara area-

Police services - Police protection can be extended to this site upon annexation consistent with service provision throughout the city. Police currently travel along River Road to provide service to areas throughout the River Road and Santa Clara area. Infill annexations and development in this area will increase the efficiency of service delivery to this area.

Fire and emergency services (Please indicate which fire district serves subject property.)

N/A Santa Clara - Fire protection services are currently provided to the subject property by the Santa Clara Rural Fire Protection District.

N/A River Road - Fire and emergency services - Fire protection is currently provided to the subject property by the River Road Water District under contract with the City of Eugene. Upon annexation, fire protection will be provided directly by the City of Eugene Fire & EMS Department.

Emergency medical transport (i.e., ambulance) services are currently provided on a regional basis by Eugene, Springfield, and Lane Rural Fire/Rescue to central Lane County, including the River Road and Santa Clara areas. After annexation, this service will continue to be provided by the current provider. All ambulance service providers have mutual aid agreements and provide back-up service into the other providers' areas.

Planning and Development Services -- Planning and building permit services are provided to the area outside the city limits but within the urban growth boundary by the City of Eugene. This service would continue after annexation.

EWEB (Eugene Water and Electric Board) currently provides water and electric service in the Eugene area and can provide service to new development in the River Road and Santa Clara area upon annexation. Some properties in northern Eugene receive electric service from EPUD (Emerald People's Utility District). Some properties in south Eugene receive electric services from the Lane Electric Cooperative; please note if this is the case for your property. For more information contact EWEB, ph. 484- 2411, EPUD, ph. 746-1583 or Lane Electric Co-op, 484-1151.

Electric Service -- Which electric company will serve this site?

EWEB

Water Service -- Please provide the size and location of the water main closest to your property.

Location: Bailey Hill Road, Size: 10" CI

Solid Waste -- Solid waste collection service is provided by private firms. Regional disposal sites and the Short Mountain Landfill are operated by Lane County.

Natural Gas -- Northwest Natural Gas can extend service to new development in this area.

Communications -- US West Communications and a variety of other telecommunications providers offer communications services throughout the Eugene/Springfield Area.

SEE MAP
17043340

SEE MAP
17043300

SEE MAP
17043533

SEE MAP
17043440

Attachment C



EUGENE CITY COUNCIL AGENDA ITEM SUMMARY



Appointment to the Metropolitan Wastewater Management Commission

Meeting Date: December 11, 2017
Department: Central Services
www.eugene-or.gov

Agenda Item Number: 3E
Staff Contact: Elena Domingo
Contact Telephone Number: 541-682-8340

ISSUE STATEMENT

This is an action item to re-appoint Peter Ruffier for a second term on the Metropolitan Wastewater Management Commission.

BACKGROUND

The purpose of the Metropolitan Wastewater Management Commission (MWMC) is to act as the governing and policy-making body for regional wastewater management activities. Seven persons compose the commission, three of whom represent the city of Eugene: one elected official and two citizen-at-large members. The Mayor appoints the elected official and nominates the citizen representatives for three-year terms. The City Council then votes on the Mayor's citizen nominations.

Peter Ruffier is a current citizen representative who has held his position on the MWMC since June 2016, when he was appointed to fill the position vacated by Hillary Loud. Mr. Ruffier is currently serving in the capacity of Commission Vice-President.

The Mayor nominates Peter Ruffier for this appointment. Mr. Ruffier brings vast experience in the wastewater industry and great experience with the MWMC partnership.

RELATED CITY POLICIES

The Metropolitan Wastewater Management Commission serves as an advisory body to the City Council working under an intergovernmental agreement.

COUNCIL OPTIONS

1. Appoint the applicant who has been nominated.
2. Appoint someone else.
3. Seek additional candidates for this position.

CITY MANAGER'S RECOMMENDATION

The City Manager has no recommendation on this item; the appointments are made by the council.

SUGGESTED MOTION

I move to appoint Peter Ruffier to Position 1 on the Metropolitan Wastewater Management Commission for a term ending on January 31, 2021.

ATTACHMENTS

- A. List of Current MWMC Membership
- B. Applicant Information
- C. MWMC Eugene Citizen Representative – Recommendation from MWMC General Manager

FOR MORE INFORMATION

Staff Contact: Elena Domingo
Telephone: 541-682-8340
Staff E-Mail: elena.m.domingo@ci.eugene.or.us

Phone: 541.726.3694 | mwmcpartners@springfield-or.gov

Metropolitan Wastewater MANAGEMENT COMMISSION

[HOME](#)[ABOUT THE MWMC](#)[FACILITIES](#)[MEETINGS](#)[COMMUNITY EDUCATION](#)
Commission[CAPITAL IMPROVEMENTS](#)[CONTACT US](#)[Home](#) / [About the MWMC](#) / [Commission](#)

About the MWMC

[> History](#)[> Commission](#)[> Industrial
Pretreatment](#)[> MWMC FAQs](#)[> Rates](#)[> Documents](#)

The Commission

Local representatives from each of the regional partners (Lane County, City of Eugene, City of Springfield) serve on the Commission. Each partner has both an elected official and a citizen representative (except for the City of Eugene which has two citizen representatives to reflect a proportional number of customers.)

The Commission provides oversight to the facilities and guidance to staff, establishes policies, sets goals and regional wastewater rates, oversees the facilities budget, approves capital projects, and grants contracts to consultants and construction companies.

Your Commissioners



**Peter
Ruffier**
MWMC
Vice-
President
Eugene
citizen



**Joe
Pishioneri**
Springfield
City
Council

December 11, 2017, Meeting - Item 3E



Jennifer Yeh
Eugene City
Council



Walt Meyer
Eugene
citizen



Pat Farr
Lane
County
Commission



Bill Inge
MWMC
President
Lane
County
citizen



Doug Keeler
Springfield
citizen

Metropolitan Wastewater Management
Commission

225 Fifth Street
Springfield, OR 97477
541.726.3694



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Member Details

12/4/2017 12:13:10 PM

MemberDetail

Metropolitan Wastewater Management Commission

Appointment Date **12/08/2014**

Name **Peter . Ruffier**

Address **2724 Malibu Way**

Eugene OR 97405

Occupation **Retired**

Business Address

Eugene 97405

Evening Phone **5415147019** Day Phone **5415147019**

Do You Live within the City Limits? **Y** If so how long? **22 years**

Ward **1** Neighborhood **Friendly Area Neighbors**

Employer

Fax E-Mail **ruffier@comcast.net**

How did you learn of this vacancy? **Friend**

Optional Information

Gender **M** Age **56-65** Ethnicity **White/European American** Disability **N** Description

Additional Languages spoken

Education / Training

**Bachelor of Science Degree, Michigan State Univ (1976)
Masters Degree (Water Resources Management), Univ of Wisconsin (1979). Extensive post-grad studies in environmental science and water quality topics.**

Community Service / Volunteer

Job Experience

Research Biologist, Madison Metropolitan Sewerage District (1997-1988), Director of Technical Services, Assoc of Metro Sewerage Agencies (1988-1991), Wastewater Div Director, City of Eugene (1992-2010), Regulatory Affairs Director, Clean Water Service

Personal Experience



Member Details

12/4/2017 12:13:10 PM

MemberDetail

Chair of the Oregon Association of Clean Water Agencies, member of the State DEQ's Policy Advisory Committee on state's water quality standards, member of the International Standards Development Committee of the Alliance for Watershed Stewardship

Personal Interest

I have been involved in the implementation of environmental policy through my work, and would like to be a part of establishing such policy. I consider myself an environmental realist, integrating the ideologies of environmental protection and preservation with the practical realities of available monetary and material resources to accomplish the ideological objectives. I have a strong background in wastewater operations and water quality regulations and policy and would like to continue to be involved in these areas and make a positive contribution to my community.

No Supplemental Answers

My career was spent in wastewater and water quality, including an 18 year period as Director of the Wastewater Division for the City of Eugene. I have gained a depth of experience on the issues pertinent to the MWMC, both technical and political.

Contribution

I beleive that I can bring a strategic perspective to the MWMC that combines my operational experience and my involvement in state, federal, and international water quality issues to contribute to the development of appropriate policies and guidance for the next steps that the Commission must take. The Commission is operating under an NPDES permit that is on administrative extension.

The next permit will include many new requirements for the treatment of wastewater and the management of biosolids. Properly anticipating such requirements and taking steps in advance that could mitigate or avoid strict new regulations, will require the type of experience and insights which I can bring to the Commission. There will also be issues not related to the technical aspects of wastewater-- such as whether to extend service to Goshen, and the fiscal challenges attached to enhanced wastewater treatment-- where my unique background will be very valuable in the development of effective solutiouns.

Metropolitan Wastewater Management Commission

*PARTNERS IN
WASTEWATER
MANAGEMENT*

www.mwmcpartners.org



partners in wastewater management

MWMC Commission

Bill Inge
Lane County Citizen
MWMC President

Peter Ruffier
Eugene Citizen
MWMC Vice-President

Doug Keeler
Springfield Citizen

Walt Meyer
Eugene Citizen

Joe Pishioneri
Springfield City Councilor

Pat Farr
Lane County Commissioner

Jennifer Yeh
Eugene City Councilor

Administration

Matt Stouder
MWMC General Manager
City of Springfield
225 Fifth Street
Springfield, Oregon 97477
(541) 726-3694
FAX (541) 726-2309

Operations

Dave Breitenstein
Interim Director
Wastewater Division
City of Eugene
410 River Avenue
Eugene, Oregon 97404
(541) 682-8600
FAX (541) 682-8601

October 17, 2017

Mayor Lucy Vinis
City Manager's Office
125 E 8th Avenue, 2nd Floor
Eugene, OR 97401

RE: MWMC Eugene Citizen Representative – Recommendation from the MWMC General Manager

Mr. Peter Ruffier is currently serving as a citizen representative from the City of Eugene on the Metropolitan Wastewater Management Commission (MWMC). Commissioner Ruffier's term will expire on February 1, 2018. Commissioner Ruffier has held his position on the MWMC since June 2016, when he was appointed to fill the position vacated by Hillary Loud. Mr. Ruffier is currently serving in the capacity of Commission Vice-President.

Mr. Ruffier is uniquely qualified to serve as a MWMC Commissioner based on his professional training and thirty-plus years of work experience in environmental services and regulatory affairs.

Mr. Ruffier is well versed in the regulatory and fiscal challenges facing the MWMC, and uses his technical knowledge to further the MWMC's mission of protecting the public health, safety and the environment of the Eugene-Springfield metropolitan area. Mr. Ruffier also demonstrates leadership in helping the MWMC achieve its goals, including maintaining fiscal management that is effective and efficient.

Mr. Ruffier understands and respects the importance of partnership, which forms the foundation of the MWMC, and has demonstrated his commitment to the partnership through his leadership on the Commission. I encourage you to consider reappointing Mr. Ruffier to the Metropolitan Wastewater Management Commission representing the City of Eugene. I am confident Mr. Ruffier will continue to contribute at a high level while representing the City of Eugene's interest and respecting the regional partnership.

Respectfully,

Matt A. Stouder
MWMC General Manager

EUGENE CITY COUNCIL AGENDA ITEM SUMMARY



Appointment of Civilian Review Board Representative to Police Commission

Meeting Date: December 11, 2017
Department: Police Auditor
www.eugene-or.gov

Agenda Item Number: 3F
Staff Contact: Mark Gissiner
Contact Telephone Number: 541-682-5005

ISSUE STATEMENT

This item is to propose approval for Civilian Review Board member, Steven McIntire, Esq., to serve jointly on the Civilian Review Board and the Police Commission.

BACKGROUND

Council Ordinance Number 20374 (adopted on December 19, 2006), Section 2.246 (2), authorizes the Civilian Review Board to nominate one of its members to serve jointly on the Civilian Review Board and the Police Commission. This nomination is subject to the approval or rejection by the City Council. At the October 10, 2017, meeting of the Civilian Review Board, its members unanimously voted Steven McIntire to remain in this role.

RELATED CITY POLICIES

The Civilian Review Board serves as an advisory body to the City Council and the Police Auditor. This is consistent with the principles of community policing and government accountability. The Civilian Review Board may develop policy recommendations and this appointment to the Police Commission will give the Civilian Review Board an opportunity to communicate policy recommendations for the Police Department.

The Civilian Review Board voted unanimously to recommend Mr. McIntire to perform these functions.

COUNCIL OPTIONS

The City Council may approve the appointment of Steven McIntire as the Civilian Review Board representative to the Police Commission or decline to approve this appointment.

AUDITOR'S RECOMMENDATION

The Auditor recommends the appointment of Steven McIntire to serve jointly on the Civilian Review Board and Police Commission.

ATTACHMENTS

None.

FOR MORE INFORMATION

Staff Contact: Mark Gissiner

Telephone: 541-682-5005

Staff E-Mail: mark.a.gissiner@ci.eugene.or.us

EUGENE CITY COUNCIL AGENDA ITEM SUMMARY



Approval of Transfer of Wastewater Treatment and Pump Station Real Properties from City of Eugene to Metropolitan Wastewater Management Commission

Meeting Date: December 11, 2017
Department: Public Works
www.eugene-or.gov

Agenda Item Number: 3G
Staff Contact: John Huberd
Contact Telephone Number: 541-682-8603

ISSUE STATEMENT

To implement 2005 IGA, the City Council is requested to approve the transfer of four regional wastewater facilities (five parcels of land) to the Metropolitan Wastewater Management Commission (MWMC).

BACKGROUND

The City of Eugene, City of Springfield, and Lane County entered into an agreement in 1977 for the purposes of establishing the MWMC. The MWMC was established as an intergovernmental entity to “construct, operate, and maintain the Regional Sewerage Facilities.” MWMC provides regional wastewater collection and treatment to the Eugene/Springfield metropolitan area.

In May 2005, the council, by ordinance, approved an updated MWMC intergovernmental agreement (IGA), defining the duties and powers of MWMC and the three parties to the IGA. The revised IGA requires MWMC to facilitate the completion of the process of transferring ownership of existing sewerage facilities from the cities to MWMC. An appendix to the IGA specifies which facilities will be transferred, including the Seasonal Industrial Waste Facilities (now known as the Beneficial Reuse Site), Irvington pump station, Glenwood pump station, and the Willakenzie pump station. MWMC has requested that the City of Eugene now complete the transfers directed by the IGA.

The IGA provides that the “transfer of ownership process shall proceed in a timely manner as determined by the mutual agreement of the Commission and the cities of Eugene and Springfield. The transfer of ownership shall include consideration of the following factors:

1. Original source of the funds for acquisitions, construction, maintenance, equipment replacement, and major rehabilitation; and
2. Achieving equity among the regional sewer users within the Urban Growth Boundary.”

The property proposed to be transferred from the City to the MWMC is composed of five parcels of land as follows:

- Beneficial Reuse Site (BRS) - two parcels:
 1. 91199 Prairie Rd. Junction City. Map & Tax Lot #16-04-34-00-00200
 2. Prairie Rd. Junction City. Map & Tax Lot #16-04-34-00-00800

- Irvington Pump Station - 1248 Irvington Dr. Eugene. Map & Tax Lot #17-04-03-34-00100
- Glenwood Pump Station -3580 Franklin Blvd. Eugene. Map & Tax Lot #17-03-34-31-01101
- Willakenzie Pump Station - 3050 Goodpasture Lp. Eugene. Map & Tax Lot #17-04-13-14-00200

The proposal for transfer of City property to the MWMC came before the council previously on June 26 and then July 10, 2006, when the council approved the transfer of property to MWMC in order to facilitate the River Avenue Transportation Improvement project and related potential assessments, as well as to provide clarity of ownership in support of the MWMC issuing bonds for financing the wastewater Capital Improvement Program. Transfer of the five parcels listed above will complete the transfer actions described in the IGA.

RELATED CITY POLICIES

The Eugene Code provides that, in these circumstances, “the council may dispose of real property to any governmental entity without hearing or notice” (EC2.868).

COUNCIL OPTIONS

1. Approve the transfer of the five parcels of City property listed above to the Metropolitan Wastewater Management Commission (MWMC) by Bargain and Sale Deed.
2. Do not approve the transfer of the five parcels of City property listed above to the Metropolitan Wastewater Management Commission (MWMC) by Bargain and Sale Deed.

CITY MANAGER’S RECOMMENDATION AND SUGGESTED MOTION

The City Manager recommends that the council approve the transfer of the five parcels of city property listed above to the MWMC consistent with the Metropolitan Wastewater Management Commission Intergovernmental Agreement.

SUGGESTED MOTION

Move to direct the City Manager to take the necessary steps to proceed with the transfer of the five parcels of city property utilized for regional sewer facilities to the Metropolitan Wastewater Management Commission.

ATTACHMENTS

- A. Maps of properties being transferred

FOR MORE INFORMATION

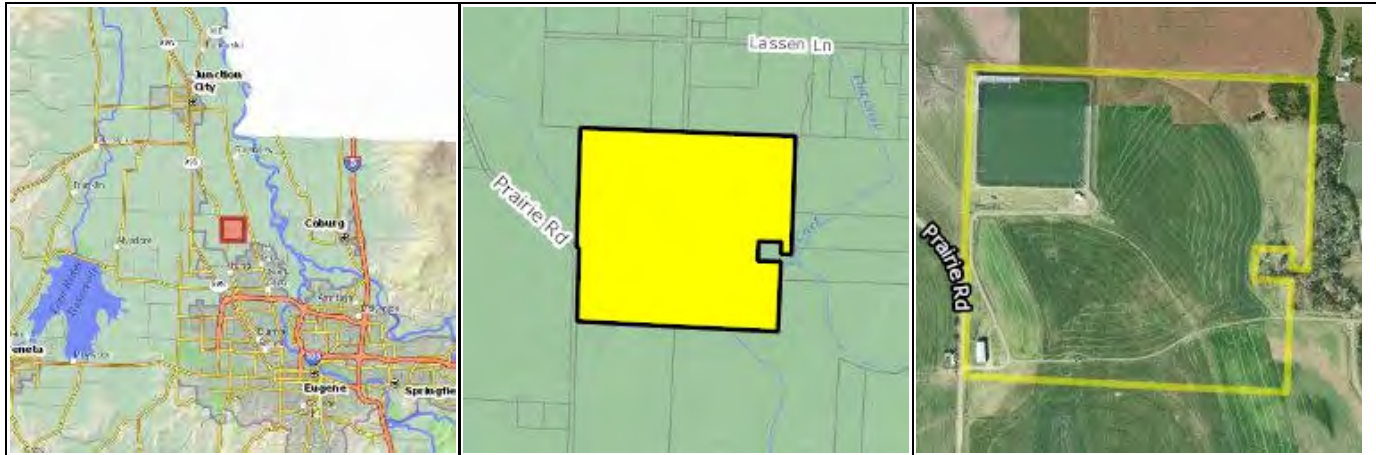
Staff Contact: David Breitenstein
 Telephone: 5411-682-8611
 Staff E-Mail: dave.a.breitenstein@ci.eugene.or.us

Detailed Property Report**ATTACHMENT A**

Site Address 91199 PRAIRIE RD Junction City, OR
97448-9490
Map & Taxlot# 16-04-34-00-00200
SIC N/A
Tax Account# 1402815

Property Owner 1
CITY OF EUGENE
777 PEARL ST
EUGENE, OR 97401
Tax account acreage 122.16
Mapped taxlot acreage[†] 121.91

[†] Mapped Taxlot Acreage is the estimated size of a taxlot as derived from the county GIS taxlot layer, and is not to be used for legal purposes.

Map & Taxlot # 16-04-34-00-00200**Business Information**

RLID does not contain any business data for this address

Improvements**Photos & Sketches for Tax Account**

1402815

01 Map

Site Address Information

91199 PRAIRIE RD
JUNCTION CITY, OR 97448-9490

House #	91199	Suffix	N/A	Pre-directional	N/A
Street Name	PRAIRIE	Street Type	RD	Unit type / #	N/A
Mail City	JUNCTION CITY	State	OR	Zip Code	97448
Zip + 4	9490	Create Date	Jul 02, 1986	Update Date	N/A

Land Use 4842 Sewage Sludge Drying Beds
USPS Carrier Route R002

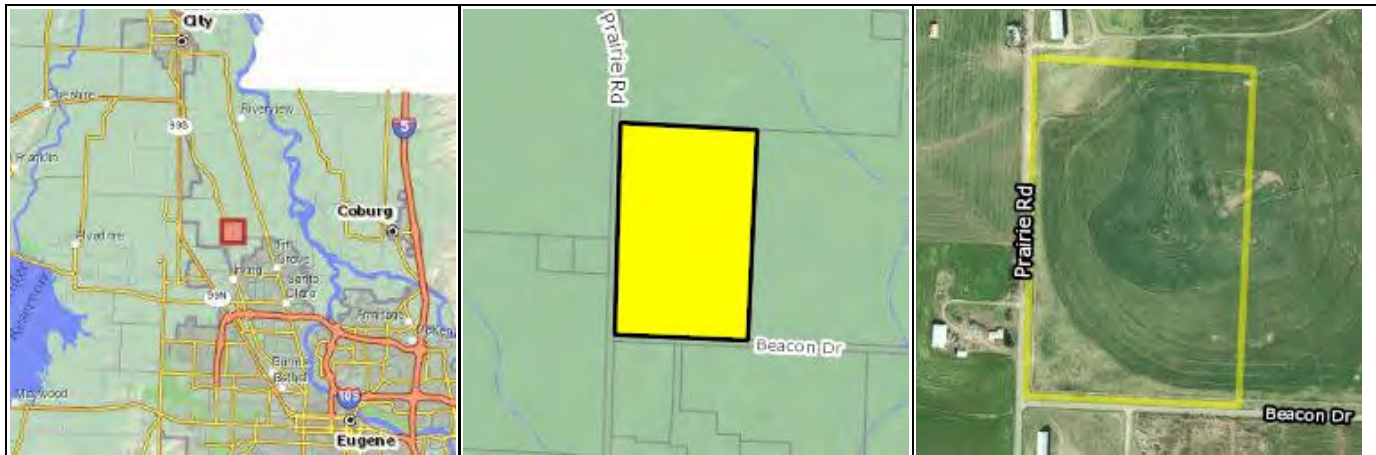
General Taxlot Characteristics

Detailed Property Report

Site Address N/A
Map & Taxlot# 16-04-34-00-00800
SIC 802
Tax Account# 1404647

Property Owner 1
 CITY OF EUGENE
 777 PEARL ST
 EUGENE, OR 97401
 Tax account acreage 20.08
 Mapped taxlot acreage[†] 44.30

[†] Mapped Taxlot Acreage is the estimated size of a taxlot as derived from the county GIS taxlot layer, and is not to be used for legal purposes.

Map & Taxlot # 16-04-34-00-00800**Business Information**

RLID does not contain any business data for this address

Improvements

No assessor photos, assessor sketches or building characteristic information is available for this tax account.

Site Address Information

No site address associated with this tax account number

General Taxlot Characteristics

▣ Geographic Coordinates

X 4221401 **Y** 910758 (State Plane X,Y)
Latitude 44.1350 **Longitude** -123.1660

▣ Zoning

Zoning Jurisdiction Lane County

Lane County

Parent Zone	E30	EXCLUSIVE FARM USE (30 ACRE MINIMUM)
Overlay	CAS	Commercial Airport Safety Zone

▣ Land Use

General Land Use

Code Description

A Agriculture

Taxlot Characteristics

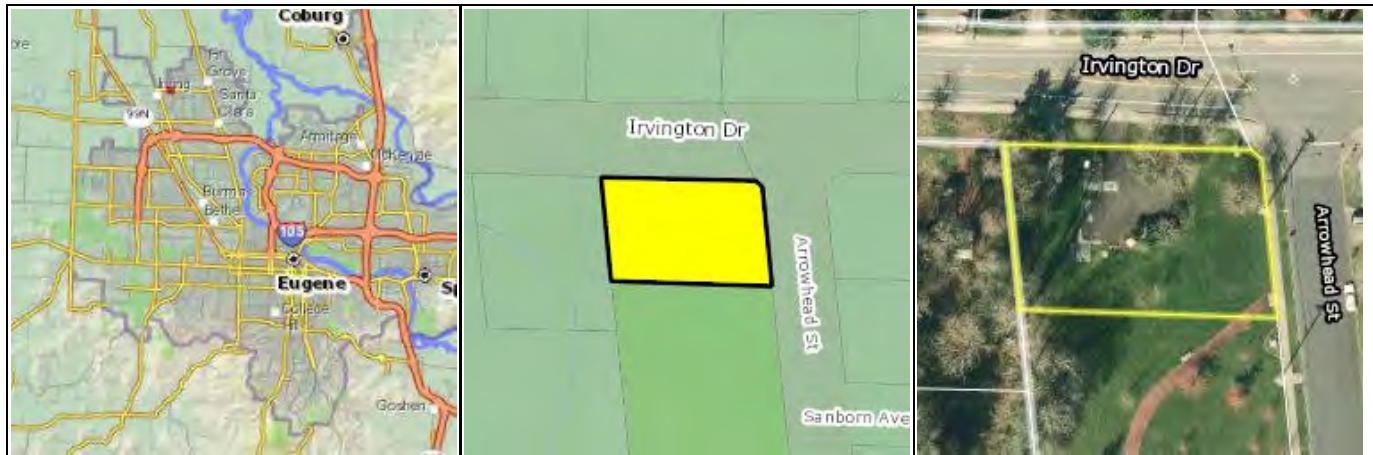
Incorporated City Limits	none
Urban Growth Boundary	none
Year Annexed	N/A
Annexation #	N/A
Approximate Taxlot Acreage	44.30
Approx Taxlot Sq Footage	1,929,708
2010 Census Tract	0404
2010 Census Block Group	1
Plan Designation	AGRICULTURE
Eugene Neighborhood	N/A
Metro Area Nodal Dev Area	No
Historic Property Name	N/A
City Historic Landmark?	No
National Historical Register?	No

Detailed Property Report

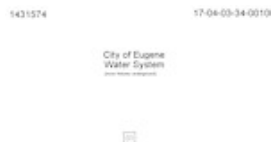
Site Address 1248 IRVINGTON DR Eugene, OR 97404
Map & Taxlot# 17-04-03-34-00100
SIC N/A
Tax Account# 1431574

Property Owner 1
 CITY OF EUGENE
 FINANCE DEPT
 EUGENE, OR 97401
 Tax account acreage 0.35
 Mapped taxlot acreage[†] 0.35

[†] Mapped Taxlot Acreage is the estimated size of a taxlot as derived from the county GIS taxlot layer, and is not to be used for legal purposes.

Map & Taxlot # 17-04-03-34-00100**Business Information**

RLID does not contain any business data for this address

Improvements**Photos & Sketches for Tax Account**

Commercial Appraisal Card [1704033400100](#)

Site Address Information

1248 IRVINGTON DR
 EUGENE, OR 97404

House #	1248	Suffix	N/A	Pre-directional	N/A
Street Name	IRVINGTON	Street Type	DR	Unit type / #	N/A
Mail City	EUGENE	State	OR	Zip Code	97404
Zip + 4	N/A	Create Date	Jul 02, 1986	Update Date	May 13, 2016

Land Use 4843 Sewage Pressure Control Station
USPS Carrier Route N/A

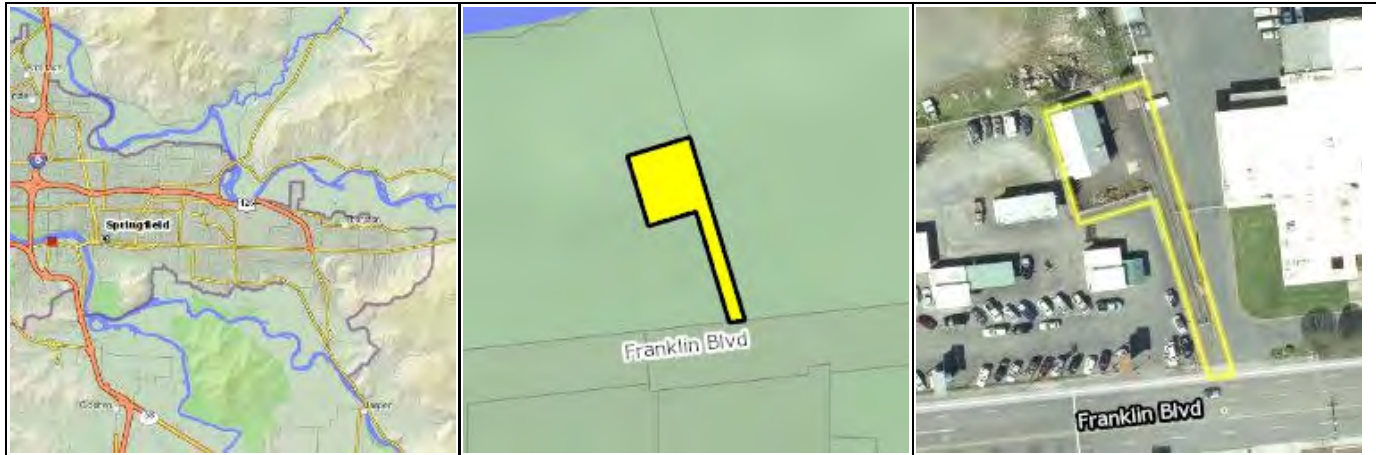
General Taxlot Characteristics

Detailed Property Report

Site Address N/A
Map & Taxlot# 17-03-34-31-01101
SIC N/A
Tax Account# 1858859

Property Owner 1
 CITY OF EUGENE
 100 W 10TH AVE
 EUGENE, OR 97401
 Tax account acreage 0.26
 Mapped taxlot acreage[†] 0.26

[†] Mapped Taxlot Acreage is the estimated size of a taxlot as derived from the county GIS taxlot layer, and is not to be used for legal purposes.

Map & Taxlot # 17-03-34-31-01101**Business Information**

RLID does not contain any business data for this address

Improvements**Photos & Sketches for Tax Account**

Building 1: C01
Storage - Maintenance Bldg

Year Built 1995
 Effective Year 1995
 Built
 Grade 4
 Floor Number 1
 Wall Height Ft 12
 Occupancy 157
 Number

Sq Ft 1600
 Fireproof Steel Sq Ft 0
 Reinforced Concrete Sq Ft 0
 Fire Resistant Sq Ft 1600
 Wood Joist Sq Ft 0
 Pole Frame Sq Ft 0
 Pre-engineered Steel Sq Ft 0

Site Address Information

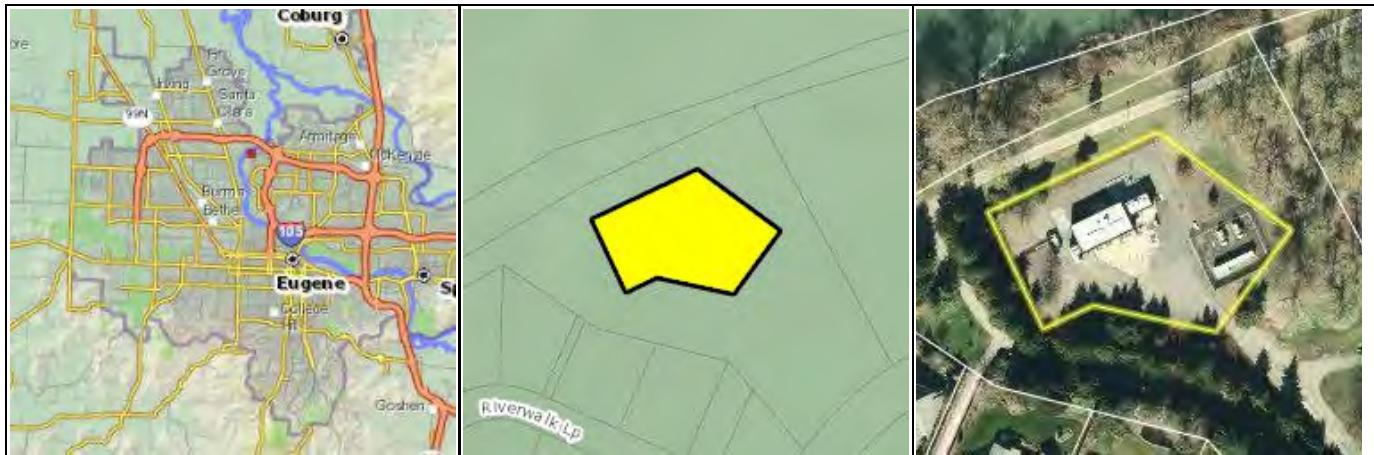
No site address associated with this tax account number

Detailed Property Report

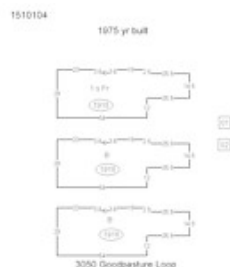
Site Address 3050 GOODPASTURE LP Eugene, OR 97401
Map & Taxlot# 17-04-13-14-00200
SIC N/A
Tax Account# 1510104

Property Owner 1
 CITY OF EUGENE
 PO BOX 1967
 EUGENE, OR 97440
 Tax account acreage 0.77
 Mapped taxlot acreage[†] 0.77

[†] Mapped Taxlot Acreage is the estimated size of a taxlot as derived from the county GIS taxlot layer, and is not to be used for legal purposes.

Map & Taxlot # 17-04-13-14-00200**Business Information**

RLID does not contain any business data for this address

Improvements**Photos & Sketches for Tax Account****Building 1: C01
Governmental Building**

Year Built 1975
 Effective Year 1990
 Built
 Grade 4
 Floor Number 1
 Wall Height Ft 8
 Occupancy 327
 Number

Sq Ft 1918
 Fireproof Steel Sq Ft 0
 Reinforced Concrete Sq Ft 1918
 Fire Resistant Sq Ft 0
 Wood Joist Sq Ft 0
 Pole Frame Sq Ft 0
 Pre-engineered Steel Sq Ft 0

Site Address Information

3050 GOODPASTURE LP
 EUGENE, OR 97401

EUGENE CITY COUNCIL

AGENDA ITEM SUMMARY



Action: Resolution 5214 Acknowledging Receipt of City of Eugene, Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2017

Meeting Date: December 11, 2017
Department: Central Services
www.eugene-or.gov

Agenda Item Number: 3H
Staff Contact: Douglas Lauderbach
Contact Telephone Number: 541-682-5026

ISSUE STATEMENT

This is a resolution acknowledging receipt of the City of Eugene, Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2017. This resolution demonstrates compliance with ORS 297.465(2), which requires that a copy of the City's CAFR, containing a signed expression of opinion, be furnished to each member of the governing body. The resolution is included as Attachment A.

BACKGROUND

Under Oregon Municipal Audit Law, the City is required each fiscal year to contract with an authorized accounting firm for the audit of its accounts and fiscal affairs (ORS 297.425). The firm of Isler CPA (auditors) has completed the audit of the City of Eugene's financial statements for the fiscal year ended June 30, 2017 and issued an unmodified opinion on the basic financial statements.

In accordance with Governmental Accounting Standards Board reporting requirements, this is the first year the City's CAFR has included information on property tax abatement agreements and their combined impact on property tax revenues received by the City (beginning on page 77 of the CAFR). The City has four property tax abatement programs: Low-Income Rental Housing Property Tax Exemption, Multi-Unit Property Tax Exemption, Property Tax Differential, and the West Eugene Enterprise Zone. The combined property tax revenues foregone by the City as a result of these agreements is \$2.0 million. The revenue impacts are based on assessed property taxes and does not take into consideration early payment discounts or property tax collection rates. As this is the first year of implementing these new reporting requirements, staff will continue to refine its reporting on this information to meet financial statement readers' needs.

One of the most important components of the CAFR is the audit opinion. The auditors have issued two audit reports which can be found on pages 11-13 and pages 157-158 of the CAFR. In the first report, the auditors have issued an unmodified opinion (also known as a "clean opinion") on the City's basic financial statements, indicating that the City has prepared these statements in conformity with generally accepted accounting principles (GAAP). GAAP for state and local governments is promulgated by the Governmental Accounting Standards Board to ensure consistency in accounting and comparability in financial reporting among state and local

governments. A clean opinion is a fundamental financial goal for every government, as it represents the highest level of opinion a government can receive from its independent auditors. A clean opinion is an important indicator of sound financial management and creditworthiness to the citizens, other governmental jurisdictions (state and federal), credit rating agencies, investment bankers, bond holders, and other private sector entities. For policy makers, a clean opinion means that the information in the CAFR is accurate and reliable.

In the second report, the auditors address the City's compliance with applicable provisions of Oregon Revised Statutes including requirements related to debt, deposit of public funds, preparation and adoption of the budget, accounting records and related internal control structure, etc. In addition, the auditors also report if the City had any significant internal control weaknesses. The auditors noted that the City complied with all laws.

The auditors conduct the audit of the City's basic financial statements in accordance with generally accepted auditing standards and the Minimum Standards for Audits of Oregon Municipal Corporations. In addition, as a recipient of federal grants, the City is subject to the Federal Single Audit Act of 1984, which requires that the audit be conducted in accordance with Government Auditing Standards, issued by the Comptroller General of the United States and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). These standards and the Uniform Guidance require that the auditors plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free of material misstatement and whether the City complied with the laws and regulations pertaining to federally-funded programs. In addition to state and federal requirements, the City has a contractual obligation in connection with its debt issuances which requires that the City issue annual audited financial statements.

Management is responsible for the information contained in, and the preparation of, the City's financial statements. To effectively fulfill this responsibility and to contain the cost of auditor services, City staff devotes significant effort to the closing of accounting records, the preparation of schedules and audit workpapers, and the production of the CAFR. This also results in staff expertise being developed on specific financial and service issues that can then be used to assist departments and other pertinent parties.

Two additional reports, beginning on page 161, specifically address compliance with Federal laws, regulations, contracts and grants, and indicate that the auditors found no material instances of the City's noncompliance with these requirements, nor were there any findings or questioned costs noted in relation to Federal awards made to the City.

Professional requirements mandate auditors provide a report to the governing body that addresses any concerns or findings they encountered in such audit-related issues as significant audit findings, accounting estimates and disagreements with management. Isler CPA's memo addressing these issues for fiscal year 2017 is included as Attachment B. As part of the audit the auditors identified three immaterial misstatements.

- In October 2017, the City received its first distribution of State shared marijuana tax revenues in the amount of \$472,831. The distribution represented the City's share of State

tax revenues collected from January 1, 2016, through June 30, 2017. Due to the late receipt of funds and the immateriality to the General Fund, which reported \$142.3 million in revenues for FY17, the revenues were not accrued back to FY17 as they were deemed immaterial for financial statement purposes.

- A note receivable in the amount of \$51,203 for a Home Grant loan agreement was not correctly recorded at fiscal year-end. Since the money had not yet been disbursed to the borrower, an offsetting contract payable in the amount of \$51,203 should have also been recorded. The two entries offset one another so there was no net impact to the CAFR.
- With the completion of the west Eugene EmX extension, the City recorded a \$31.1 million capital asset donation stemming from improvements made to City infrastructure (roads, sidewalks, storm sewers) as a result of the project. In reviewing the calculations used to estimate the value of the donated capital the auditors determined the valuation was overstated by \$271,960.

The cause of these misstatements are a direct result of our accelerated timeline necessary to complete the audit and the financial statements earlier so as to coincide with the presentation of the FY18 supplemental budget. Prior to FY17, the financial statements were not presented to Council until January of each year, which gave staff more time to correct immaterial adjustments identified during the audit process. The tradeoff for more timely information is the CAFR may include some immaterial misstatements which, taken as a whole, are deemed immaterial to the overall presentation of the City's finances.

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City of Eugene for its Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2016. This was the 41st consecutive year that the City has achieved this prestigious award. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized CAFR, which satisfies both generally accepted accounting principles and applicable legal requirements. In addition, the requirements for the certificate provide much of the information needed for the City's credit assessments.

One piece of information of particular interest to Council may be the most recent accounting of the General Fund fund balance. Attachment C includes updated fund balance statistics for FY17 along with changes from the prior year statistics.

RELATED CITY POLICIES

Policy B.1 of the City's Financial Management Goals and Policies states that "The City will maintain an accounting and financial reporting system that allows reporting in conformance with Generally Accepted Accounting Principles and Oregon Local Budget Law and will issue a Comprehensive Annual Financial Report each fiscal year." This action signifies formal completion of this process for the fiscal year ended June 30, 2017, and demonstrates Council's compliance with the Policy.

COUNCIL OPTIONS

None.

CITY MANAGER'S RECOMMENDATION

The City Manager recommends adoption of the proposed resolution.

SUGGESTED MOTION

Move to adopt Resolution 5214 acknowledging receipt of the Comprehensive Annual Financial Report (CAFR) for the City of Eugene, for the fiscal year ended June 30, 2017.

ATTACHMENTS

- A. Resolution
- B. Copy of Isler CPA memo
- C. Information on General Fund, Fund Balance Trends

FOR MORE INFORMATION

Staff Contact: Douglas Lauderbach
Telephone: 541-682-5026
Staff E-Mail: douglas.k.lauderbach@ci.eugene.or.us

RESOLUTION NO.

**A RESOLUTION ACKNOWLEDGING THE RECEIPT OF THE
COMPREHENSIVE ANNUAL FINANCIAL REPORT OF THE
CITY OF EUGENE FOR THE FISCAL YEAR ENDED
JUNE 30, 2017**

The City Council of the City of Eugene finds that:

The firm of Isler CPA has completed the audit of the financial statements of the City of Eugene for the fiscal year ended June 30, 2017, as required by ORS 297.425 and, pursuant to ORS 297.465, reported to the Mayor and City Council on its findings.

NOW, THEREFORE,

BE IT RESOLVED by the City Council of the City of Eugene, a Municipal Corporation of the State of Oregon, as follows:

Section 1. That the Council hereby acknowledges that it has received the Comprehensive Annual Financial Report for the fiscal year ended June 30, 2017.

The foregoing resolution adopted the 11th day of December, 2017.

City Recorder



1976 Garden Ave.
Eugene, OR 97403
541.342.5161
www.islercpa.com

November 29, 2017

To the City Council
City of Eugene, Oregon

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Eugene for the year ended June 30, 2017, and have issued our report thereon dated November 29, 2017. Professional standards require that we provide you with the following information related to our audit.

Our Responsibility under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated July 27, 2017, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with the accounting principles generally accepted in the United States. Our audit of the financial statements does not relieve you or management of your responsibilities.

Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our engagement letter.

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City of Eugene are described in the footnotes to the financial statements. We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus.

The financial statements include:

- significant pension (OPERS) disclosures – see footnote (5)(C).
- implementation of GASB 77, tax abatements - see footnote (5)(H).

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. The most significant estimates affecting the financial statements are the determination of depreciation on capital assets and the net pension liability estimate. The accounting policies relating to capital assets and depreciation are described in the footnotes to the comprehensive annual financial report. The PERS footnote (5)(C) includes assumptions used to value the pension obligation and interest rate sensitivity analysis.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit. There were three immaterial misstatements identified during the audit.

- The City did not accrue \$472,830 of state shared marijuana tax revenue for the period January 1, 2016 – June 30, 2017. The state's distribution report was dated October 5, 2017, after the City closed the general ledger.
- Notes receivable and contracts payable were understated by \$51,202.
- Donated capital assets relating to the West Eugene EmX expansion were overstated by \$271,960.

The misstatements are considered immaterial and management acknowledges the matter in the representation letter provided to the auditor.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated November 29, 2017.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

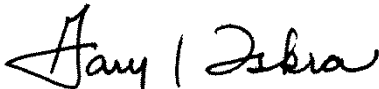
Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles, implementation of new accounting standards, and the impact of new auditing standards with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

This information is intended solely for the use of the City Council and management of the City of Eugene and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

ISLER CPA

A handwritten signature in black ink, appearing to read "Gary Iskra", written in a cursive style.

By Gary Iskra, a member of the firm

Information on General Fund, Fund Balance Trends

The FY17 Comprehensive Annual Financial Report (CAFR) includes key data related to the General Fund's Ending Fund Balance. Fund balance information is contained in several places:

- Governmental Funds, Balance Sheet, Exhibit 3, page 27.
- Governmental Funds, Statement of Revenues, Expenditures and Changes in Fund Balance, Exhibit 4, page 28.
- Notes to Basic Financial Statements, Note 1(P), Fund Balance, pages 44-45.
- General Fund, Schedule of Revenues, Expenditures and Changes in Fund Balances, Budget and Actual, Schedule A-1, page 81.

Included in these exhibits and statements is information on the change in the General Fund's fund balance from the prior year, as well as a breakdown of elements of fund balance.

General Fund Ending Working Capital (Budget Basis)

FY17 actual results show an ending working capital (EWC) in the General Fund, reporting fund (including the Main Subfund, Cultural Services Subfund and Equipment Replacement Subfund) of \$59,290,763 which is \$2,099,379 more than the FY17 EWC and \$5,413,821 more than anticipated for carryover resources in the FY18 Adopted Budget. These figures are reported on a Budget Basis of accounting. The chart below compares FY16 and FY17 Ending Working Capital for the General Fund (Budget Basis).

General Fund		Cultural	Equipment	
Ending Working Capital		Services	Replacement	Total Reporting
Budget Basis	Main Subfund	Subfund	Subfund	Fund *
FY16	\$53,668,202	\$2,759,443	\$763,739	\$57,191,384
FY17	55,418,726	3,011,423	860,614	59,290,763
Change	1,750,524	251,980	96,875	2,099,379

General Fund Ending Fund Balance (GAAP Basis)

GAAP results differ from budget basis results because the budget is created on a modified accrual basis while GAAP rules are slightly different in terms of when revenues and expenditures are recognized. The chart below compares FY16 and FY17 ending working capital for the General Fund (GAAP Basis).

General Fund		Cultural	Equipment	
Ending Working Capital		Services	Replacement	Total Reporting
GAAP Basis	Main Subfund	Subfund	Subfund	Fund *
FY16	\$54,621,021	\$2,784,570	\$784,503	\$58,190,094
FY17	56,487,217	3,026,367	859,064	60,372,648
Change	1,866,196	241,797	74,561	2,182,554

*Source: CAFR Exhibit 3, page 27 (FY16).

*Source: CAFR Exhibit 3, page 27 (FY17).

General Fund Ending Balance Classifications

The General Fund Ending Fund Balances for FY16 and FY17 are shown below according to the classifications in the CAFR. This chart shows the components of the Ending Fund Balance and how they have changed from FY16 to FY17. It is important to remember that, although at June 30, 2017 there was a portion of fund balance that was considered, under accounting rules, to be “Unassigned”, that amount is recommended to be appropriated by City Council on Supplemental Budget #1 and will no longer be available for spending.

General Fund Ending Balance Classifications (FY16 and FY17)

Category	Item	Explanation	FY16	FY17
Non-Spendable		Prepays and deposits have already been paid out and are not available for other spending	\$953,774	\$1,200,987
Restricted	Cultural Services	From Transient Room Tax; must be spent according to state law.	1,168,970	1,336,519
Assigned	Unappropriated Ending Fund Balance	Pay bills and payroll until property taxes are received in November; set at 2 months of expenditures per Council policy	23,930,000	25,330,000
	Cultural Services	Prudent reserve for operation of Hult Center, etc.	1,615,600	1,689,848
	Reserve for Encumbrance	Contracts that were in effect but not complete as of June 30	2,027,252	2,147,882
	Reserve for Next Year's Spending	Used to balance the subsequent year's budget	768,507	3,576,809
	Reserve for Revenue Shortfall	Prudent reserve for the General Fund; target is 8% of expenditures	6,530,703	18,554,586
	Other Reserves	For property tax appeals and equipment replacement	1,391,340	1,351,054
Unassigned		Appropriated on supplemental budget #1 in December of the subsequent year and no longer available for spending	19,803,948	5,184,963
		Total Fund Balance	\$58,190,094	\$60,372,648

Source: CAFR Exhibit 3, page 27, and CAFR Note (1)(P), page 44-46 (FY16).

Source: CAFR Exhibit 3, page 27, and CAFR Note (1)(P), page 44-45 (FY17).

EUGENE CITY COUNCIL AGENDA ITEM SUMMARY



Action: Proposed Modifications to the Metropolitan Wastewater Management Commission Intergovernmental Agreement

Meeting Date: December 11, 2017
Department: Public Works
www.eugene-or.gov

Agenda Item Number: 4
Staff Contact: Dave Breitenstein
Contact Telephone Number: 541-682-8611

ISSUE STATEMENT

The attached draft Metropolitan Wastewater Management Commission (MWMC) Intergovernmental Agreement (IGA) includes modifications to not preclude the MWMC to accept hauled waste from outside of the MWMC's service area.

BACKGROUND

The Metropolitan Wastewater Management Commission was formed by intergovernmental agreement in 1977 by the Governing Bodies of Eugene, Springfield and Lane County to construct, operate and maintain Regional Sewerage Facilities (Facilities) to service the Eugene-Springfield Metropolitan area.

In paragraph 8.e of the IGA, the Governing Bodies have established service area boundaries to ensure that service is provided only to areas within the city limits of Eugene and Springfield; to users currently being served (e.g. Eugene Airport); or to whom contractual service commitments have been made. Exhibit C to the Operation, Maintenance and Administrative Services Agreement of the IGA allows the MWMC to provide service to septage haulers.

The MWMC has received requests from mobile waste haulers from outside the service area to accept other forms of hauled waste besides septage at its facilities. In July 2017, the MWMC directed staff to request the Governing Bodies to modify paragraph 8.e of the IGA such that the service area boundaries not preclude acceptance of septage and other forms of hauled waste appropriate for treatment at the facilities from areas originating outside the service area.

Modifying the IGA to not preclude acceptance of hauled waste from outside the service area will have a negligible impact on MWMC's facilities. These requests are generally temporary in nature, small in volume (i.e. no capacity constraints in the piped system or at the facilities), and would be thoroughly evaluated by regional program staff before acceptance. A benefit to the Governing Bodies and the MWMC would include modest revenue generation for the regional wastewater program.

The amended IGA represents the collective recommendations of Eugene, Springfield and MWMC staff. Staff is scheduled to present this item to the Springfield City Council and the Board of County Commissioners in January 2018.

COUNCIL OPTIONS

The council may pass a motion approving the amendment of the Metropolitan Wastewater Management Commission Intergovernmental Agreement or decline to pass the motion.

CITY MANAGER'S RECOMMENDATION

The City Manager recommends that the council pass a motion approving the amendment of the Metropolitan Wastewater Management Commission Intergovernmental Agreement.

SUGGESTED MOTION

Move to approve the amendment of the Metropolitan Wastewater Management Commission Intergovernmental Agreement.

ATTACHMENTS

- A. Amended MWMC IGA
- B. Amendment to the IGA
- C. July 7, 2017, Memo to MWMC

FOR MORE INFORMATION

Staff Contact: Dave Breitenstein
Telephone: 541-682-8611
Staff E-Mail: David.A.Breitenstein@ci.eugene.or.us

RESTATED AND AMENDED AGREEMENT

METROPOLITAN WASTEWATER MANAGEMENT COMMISSION

THIS RESTATED AND AMENDED AGREEMENT was entered into the ____ day of _____, 2017 by the City of SPRINGFIELD and the City of EUGENE, municipal corporations of the State of Oregon, and LANE COUNTY, a political subdivision of the State of Oregon, herein referred to as Governing Bodies. The original Agreement dated February 9, 1977, was previously amended January 4, 1978, February 16, 1982, July 19, 1991, April 3, 1998, and July 5, 2005 which amendments have been incorporated herein.

RECITALS:

1. The Governing Bodies have adopted the plan of land use development known as the Eugene/Springfield Metropolitan Area General Plan and have designated in the plan an Urban Growth Boundary within which urban services may be provided. The Urban Growth Boundary includes the two Cities (urban lands) and certain unincorporated areas surrounding the Cities which lies entirely within the County (urbanizable land).
2. The area within the Urban Growth Boundary, as now or hereafter designated, is a metropolitan area because of its urban character and the close interrelationship between the two Cities and all parts of the area.
3. The urban character of the area makes high quality sewage treatment necessary.
4. Federal funding policy requires sewage treatment and disposal within the Urban Growth Boundary to be provided on a unified, metropolitan basis.
5. In order to plan for sewerage on a unified basis within the Urban Growth Boundary, the Cities and the County entered into an agreement January 8, 1974, establishing the Metropolitan Sewer Advisory Commission.
6. The Cities have the authority under their charters to provide for all aspects of sewerage, are providing it presently for parties within their respective boundaries, and are concerned that it be provided adequately in their environs so as to prevent health hazards.
7. The County, while not presently providing sewerage, has the authority under its charter to do so, has extensive duties under state laws regarding public sanitation, and is concerned about hazards to public health that arise from inadequate sewerage in the area.

8. Under their Charters and the Oregon Revised Statutes, the Cities and County may cooperate in providing sewerage and may enter into contracts to carry on that function jointly or by transferring the function to one of the governmental units.

9. The Cities and the County are determined to provide sewerage on a unified basis within the Urban Growth Boundary.

10. In the parties' opinions, it is not convenient or desirable for any one of them singly to assume or be granted the responsibility for providing sewerage within the Urban Growth Boundary. The parties do believe that a separate commission should be established for that purpose.

11. The parties adopt this Agreement in compliance with ORS 190.010 and 190.085 to create an intergovernmental entity with the powers described in ORS 190.080.

DEFINITIONS:

1. Bonds. Bonds, notes, loans and other borrowings of the Commission that assist the Commission in carrying out the Facilities Plan.

2. CIP. The list of capital improvement projects that is included in the Commission's annual budget and approved annually by the Governing Bodies.

3. Facilities Plan. The Commission's 2004 Facilities Plan as periodically updated pursuant to Section 3.n of this Agreement.

4. Financial Plan. The Commission's 2003 Financial Plan as periodically updated pursuant to Section 3.f of this Agreement.

5. Local Sewerage Facilities. All other publicly owned sewerage facilities within the Urban Growth Boundary.

6. Metro Plan. The Eugene/Springfield Metropolitan Area General Plan as amended from time-to-time.

7. Regional Sewerage Facilities. That part of the sewerage system, as defined in Appendix "A" of this Agreement, as it may subsequently be modified with the concurrence of the Governing Bodies. The Commission has responsibility for the Regional Sewerage Facilities.

8. Sewage. The contents of a sewer.

9. Sewer. A conduit to carry off water and wastewater.

10. Sewerage. All or part of a system used for the collection, transmission, treatment and disposal of sewage.

11. Urban Growth Boundary. The Urban Growth Boundary is the projected geographic area within which a full range of urban services will need to be extended or provided to accommodate urban development as set forth in the Metro Plan.

AGREEMENTS:

1. Commission: The Metropolitan Wastewater Management Commission, herein referred to as Commission, is hereby established as an intergovernmental entity pursuant to ORS 190.010, 190.080 and 190.085 to function under the authority of this Agreement. The Commission replaced the Metropolitan Sewer Advisory Commission effective February 9, 1977.

2. General Function: The Commission shall construct, operate and maintain the Regional Sewerage Facilities. The Commission shall finance these facilities in accordance with the Commission's Financial Plan. The Commission shall have all the powers allowed to an intergovernmental entity under ORS Chapter 190, as it may be amended from time to time, and any other statute that grants powers to such intergovernmental entities for purposes of carrying out the Specific Functions set forth in Section 3 of this Agreement.

3. Specific Functions: The specific functions of the Commission shall be to:

a. Construct, maintain and operate the Regional Sewerage Facilities.

b. Facilitate the completion of the process of transferring ownership to the Commission of the Existing Sewerage Facilities as defined in Appendix "A" Section VI. The transfer of ownership process shall proceed in a timely manner as determined by the mutual agreement of the Commission and the Cities of Eugene and Springfield. The transfer of ownership process shall include consideration of the following factors:

1. Original source of funds for acquisitions, construction, maintenance, equipment replacement, and major rehabilitation; and

2. Achieving equity among regional sewer users within the Urban Growth Boundary.

c. Salvage abandoned sewerage facilities.

d. Implement the Financial Plan and annual budget for the regional sewerage facilities.

e. Recommend to the Governing bodies a schedule of sewer user charges and system development charges for regional sewer services. The Commission's recommendation shall separately set forth:

1. The rates and amounts that the Commission reasonably determines are necessary to meet Bond covenants, and to achieve and maintain an unenhanced credit rating of A for the Commission's Bonds from at least one nationally recognized rating agency; and

2. Such additional rates and amounts that the Commission determines are appropriate to adequately fund the actions necessary to perform the Commission's functions under this Agreement.

f. Update the Financial Plan, as necessary from time to time, so as to provide guidance for the generation of revenue sufficient for the Commission to fulfill its functions under the Agreement. Any update of the Financial Plan shall be designed to promote the following objectives:

1. Establishing revenue adequacy to provide for long-term health and stability of the regional sewerage facilities through a program of monthly sewer user charges, and system development charges that are imposed uniformly throughout the service area to achieve full cost recovery;

2. Fully funding the needs for equipment replacement and major rehabilitation to address the long-term preservation of the Regional Sewerage Facilities capital assets;

3. Fully funding a program of capital improvements to address capacity, regulatory and efficiency/effectiveness needs;

4. Ensuring equity between newly connected and previously connected users for their total contributions toward the Regional Sewerage Facilities;

5. Ensuring equity between various classes of users based on the volume, strength and flow rate characteristics of their discharges together with any other relevant factors identified by the Commission;

6. Ensuring efficient and cost-effective financial administration of the Regional Sewerage Facilities; and

7. Complying with applicable laws and regulations including those governing the establishment of user charges and the establishment of system development charges pursuant to ORS 223.297 et seq.

g. Establish billing and collection systems, if necessary, in locations where such systems are not provided by others.

h. Contract with the Governing Bodies as appropriate for operation and maintenance of the Regional Sewerage Facilities, administrative services for the Commission and for other services as necessary.

i. Contract for consultant services.

j. Provide service only as provided in Section 8.e., below.

k. Comply with state and federal standards.

l. Adopt minimum uniform standards for pretreatment requirements for industrial and other wastes as necessary.

m. Adopt minimum standards for construction and maintenance of local sewage collection systems.

n. Improve the Regional Sewerage Facilities pursuant to the Commission's Facilities Plan. Changes in the Facilities Plan made by the Commission that result from what are described as the Partial or Comprehensive updates scheduled for 2010, 2015, 2020 and 2025 in the 20-Year Project List, will be submitted to the Governing Bodies for review and approval. The scheduled updates shall be submitted at least 6 months in advance of the anticipated approval date and shall be accompanied by an estimate of the effect the update may have on sewer user charges and system development charges. All other changes to the Facilities Plan may be made by the Commission without referral to the Governing Bodies unless the Commission estimates that they will increase either sewer user charges or system development charges by 5% or more. In that event, the proposed change to the Facilities Plan shall be submitted to the Governing Bodies for review and approval in accordance with the above procedure for scheduled updates except that the proposed change shall be submitted at least 90 days in advance of the anticipated approval date.

o. Take any action necessary or convenient to perform the above functions or other duties as specified elsewhere in this Agreement. No powers or duties related to local annexation or growth policies are granted to the Commission.

p. Issue Bonds as provided in ORS 190.080 or as otherwise allowed under state law, and enter into covenants regarding the operation of the Regional Sewerage Facilities and the imposition of sewer user charges and system development charges that are intended to secure favorable interest rates and other terms for the Bonds.

4. Membership: The Commission shall consist of seven (7) voting members:

a. Each Governing Body shall appoint to the Commission one (1) elected official of that Governing Body.

b. The City Council of Eugene, shall appoint two (2) additional members to the Commission. The City Council of Springfield and the Lane County Commissioners shall each appoint one additional member to the Commission.

c. Members of the Commission shall serve for the term set by the Commission in its bylaws and at the pleasure of the Governing Body appointing that member.

d. A quorum of the Commission shall be five (5) members providing at least one member appointed by each Governing Body is present. Decisions of the Commission shall require a majority vote of the entire membership unless otherwise provided in this Agreement.

5. Bylaws: The Commission shall adopt a set of bylaws governing its conduct. The bylaws shall:

a. Establish times and places of meetings.

b. Establish a central office for the Commission which shall have a mailing address, a telephone and a complete set of records of the Commission, be the main place where information about the Commission can be obtained, and be under the charge of the designated agent of the Commission.

c. Prescribe officers of the Commission, including president and other officers to be elected by the Commission from among its members. The president shall see that meetings of the Commission are conducted in accordance with the bylaws.

6. Meetings: Meetings of the Commission shall be held regularly at times and places designated in the bylaws.

7. Functions of Governing Bodies: The Governing Bodies shall continue to perform the following functions:

a. Billing and collection of sewer user charges and system development charges. User charges will be billed and collected monthly. System development charges will be billed and collected by Eugene and Springfield in accordance with state law.

b. Provide local sewage collection (sewers beyond those specified in Appendix "A".)

c. Provide customer contact.

d. Establish local annexation and growth policies.

8. Obligations of Governing Bodies: The Governing Bodies shall assume the following obligations:

a. Each month remit to the Commission all revenues that are collected by the Governing Body on behalf of the Commission. Efforts to collect delinquent accounts will be consistent with the policies and practices for the collection of delinquent accounts for other utility charges due to the Eugene Water and Electric Board for such revenues collected by Eugene and the Springfield Utility Board for such revenues collected by Springfield. If Lane County collects revenue on behalf of the Commission, Lane County will use delinquent account collection policies and practices that are similar to those used by the Eugene Water and Electric Board and the Springfield Utility Board.

b. Adopt, as a minimum, the Commission's standards for construction and maintenance of sewage collection systems and for pretreatment requirements for industrial and other wastes.

c. Adopt sewer user charges and system development charges and impose those charges on behalf of the Commission at the rates and in the amounts recommended by the Commission pursuant to Section 3.e.1. Any objection to the rates or amounts of such sewer user charges or system development charges recommended by the

Commission pursuant to Section 3.e.1 shall be resolved pursuant to the third paragraph of Section 16 of this Agreement. If the Commission recommends additional rates and amounts pursuant to Section 3.e.2, those additional sewer user charges and system development charges shall only be adopted if they are approved by the Governing Bodies.

d. Provide the Commission with regular periodic reports of revenues and expenses related to Regional Sewerage Facilities.

e. Establish service area boundaries and provide for adjustment thereto as necessary to ensure that service is provided only to areas within the city limits of Eugene and Springfield (City Limits); to users currently being served or to whom contractual service commitments have been made who are outside the City Limits; and to any other areas outside the City Limits to which service may be extended in conformity with the Growth Management provisions in Chapter II of the Metro Plan and the Public Facilities and Services Element provisions in Chapter III of the Metro Plan, as amended. In addition, the Commission may accept septage and other forms of hauled waste appropriate for treatment in the Regional Sewerage Facilities originating from areas beyond the service area boundaries, subject to applicable land use Goals, laws and regulations.

f. The Governing Bodies will make commitments necessary to assist the Commission in obtaining favorable interest rates and other terms for Bonds approved by the Governing Bodies under ORS 190.080(1).

9. Commission's Liabilities: The Governing Bodies shall be obligated to impose, collect and remit to the Commission sewer user charges and system development charges and to comply with the obligations specifically imposed on the Governing Bodies by this Agreement. Except as provided in the preceding sentence, the Governing Bodies shall not be liable for the debts, liabilities or obligations of the Commission.

10. Grants and Bonds: The Commission shall apply for grants and issue Bonds to achieve the objectives of this Agreement and to carry out an adequate program of sewerage within the Urban Growth Boundary.

11. Contracts: The Commission may enter into contracts for technical assistance and for construction of facilities to achieve the objectives of this Agreement and to provide necessary sewerage in the area.

12. Hearings: The Commission may conduct hearings on complaints from any rate payer who is aggrieved by rules of the Commission, by sewerage rules, regulations, policies, or practices of the Governing Bodies, or by any aspect of the sewerage operations of the Governing Bodies. "Rate payer" means any person or entity responsible for the payment of any charge or fee imposed on behalf of the Commission. The Commission shall provide in its bylaws for advance notice and for conduct of the hearings. After the hearing, the Commission shall submit to the Governing Bodies and to the complainant its findings and recommendations regarding the complaint.

13. Annual Budget and Capital Improvement Program: The Commission shall prepare an annual and any necessary supplemental budgets and CIP in accordance with its bylaws. The Commission may make expenditures or incur obligations only within limits set by the budget and CIP. Except for expenditures that the Commission reasonably determines are necessary to meet Bond covenants and achieve and maintain an unenhanced credit rating of A for the Commission's Bonds from at least one nationally recognized rating agency, the Commission shall not make any expenditures until the Commission's budget and CIP have been ratified by the Governing Bodies. The Commission shall deliver its recommended budget and CIP, together with its estimate of the rates and amounts that are necessary to fund the recommended budget and CIP, to the Governing Bodies by May 1 of each year. If one of the Governing Bodies objects to the recommended budget, CIP or the rates necessary to fund them, the Governing Body shall make every reasonable attempt to use the reconsideration and mediation process set forth in Section 16 in sufficient time to assure that the Commission has an approved budget by July 1.

14. Recommendations: Upon recommendation of the Commission, the Governing Bodies shall:

- a. Establish sewerage policies.
- b. Provide the personnel and services necessary for the operation and maintenance of the regional sewerage system at the expense of the Commission.
- c. Adopt a system of sewer user charges and system development charges as required by Section 8.c of this Agreement.
- d. Levy and collect the charges.
- e. Apportion funds that the Governing Body receives for sewerage between the Governing Body and the Commission in direct proportion to the total charges that are imposed by the Governing Body for sewerage on behalf of the Commission and the Governing Body.

15. Modification and Termination: This Agreement shall continue until modified by unanimous consent of the Governing Bodies. A Governing Body may terminate its participation in the Agreement by providing one year's advance notice of termination to the other Governing Bodies. If the parties are unable to agree on the division of assets and liabilities between the parties, the dispute shall be referred to a board of arbitration for its decision concerning the division. The board shall have five members: a judge of the Circuit Court of Lane County to be selected by the chief judge of the Court, a representative of the State Department of Environmental Quality to be selected by the director of the Department, and one representative who has not served on the Commission from each Governing Body to be selected by the respective Governing Bodies. Notwithstanding the preceding language in this Section, a Governing Body that is obligated to collect revenue on behalf of the Commission may not terminate its participation in this Agreement unless all Bonds have been paid or defeased.

16. Reconsideration and Mediation: If one or more of the Governing Bodies objects to any action proposed or taken by the Commission, including any action taken to update or implement the Financial Plan or the Facilities Plan, the Governing Body objecting to the action shall request that the Commission reconsider such action by delivering a written request therefor to the Commission. The Commission shall put such action on its agenda for reconsideration at any Commission meeting within 45 days after receipt of the request for reconsideration. Except as provided below, if a Governing Body objects to the Commission's action after reconsideration by the Commission, the Governing Body may refer the matter to the General Membership of the Metropolitan Policy Committee (MPC) for mediation in accordance with any procedure adopted by MPC.

If a resolution of the matter has not been reached previously, MPC shall, within 45 days after referral of the matter to MPC, make a written recommendation for resolution of the matter to the Governing Bodies for their consideration. MPC's recommendation shall be advisory only and shall not be binding on the Governing Bodies. Except as provided below, the Commission's action shall take effect only after all Governing Bodies are in agreement.

If the action objected to is the Commission's determination of rates and amounts pursuant to Section 3.e.1, the recourse of an objecting Governing Body is limited to submitting the matter to the Commission for reconsideration within 30 days after the Commission's recommendation is made. The Commission's decision on reconsideration of those rates and amounts shall be final.

IN WITNESS WHEREOF, the undersigned, by authority of their respective Governing Bodies, have executed the within Agreement.

DATE:

CITY OF SPRINGFIELD, a Municipal
Corporation of the State of Oregon

By: _____
Title: City Manager

DATE:

CITY OF EUGENE, a Municipal
Corporation of the State of Oregon

By: _____
Title: City Manager

DATE:

LANE COUNTY, a Political Subdivision
Of the State of Oregon

By: _____
Title: County Administration

**AMENDMENT NO. 1 TO THE 2005 RESTATED AND AMENDED AGREEMENT
CREATING THE METROPOLITAN WASTEWATER MANAGEMENT COMMISSION**

This Amendment No. 1 (this "Amendment") to the 2005 Restated and Amended Agreement creating the Metropolitan Wastewater Management Commission (the "Amended IGA"), originally effective July 5, 2005, is entered into between the City of Springfield and the City of Eugene, municipal corporations of the State of Oregon, and Lane County, a political subdivision of the State of Oregon, (collectively, the "Governing Bodies").

1. Amendment. The Amended IGA is amended as indicated below. Text to be deleted is struck through and inserted text is bolded.

1.1 Paragraph 3.j. of the Amended IGA is amended to read as follows:

"Provide service only **as specified in Section 8.e., below** ~~to the Governing Bodies.~~"

1.2 Paragraph 8.e. of the Amended IGA is amended to permit acceptance of hauled waste as follows:

"Establish service area boundaries and provide for adjustment thereto as necessary to ensure that service is provided ~~only~~ to areas within the city limits of Eugene and Springfield (City Limits); to users currently being served or to whom contractual service commitments have been made who are outside the City Limits; and to any other areas outside the City Limits to which service may be extended in conformity with the Growth Management provisions in Chapter II of the Metro Plan and the Public Facilities and Services Element provisions in Chapter III of the Metro Plan, as amended. **In addition, the Commission may accept septage and other forms of hauled waste appropriate for treatment in the Regional Sewerage Facilities originating from areas beyond the service area boundaries, subject to applicable land use Goals, laws and regulations.**"

2. Effective Date. This Amendment is effective upon the last signature provided below.

3. Effect of Amendment. Except as expressly amended above, all other terms and conditions of the Amended IGA are still in full force and effect.

The undersigned, by authority of their respective Governing Bodies, have executed this Amendment on the dates indicated.

DATE:

CITY OF SPRINGFIELD, a Municipal
Corporation of the State of Oregon

By: _____
Title: City Manager

DATE:

CITY OF EUGENE, a Municipal
Corporation of the State of Oregon

By: _____
Title: City Manager

DATE:

LANE COUNTY, a Political Subdivision
of the State of Oregon

By: _____
Title: County Administrator

APPROVED AS TO FORM

Date _____ Lane County

LANE COUNTY OFFICE OF LEGAL COUNSEL

Metropolitan Wastewater Management Commission



partners in wastewater management

MEMORANDUM

DATE: July 7, 2017
TO: Metropolitan Wastewater Management Commission (MWMC)
FROM: Matt Stouder, General Manager
SUBJECT: Non-Domestic Mobile Waste
ACTION REQUESTED: Discussion Regarding Acceptance of Non-Domestic Mobile Waste

ISSUE

The MWMC has recently received requests to consider accepting non-domestic mobile waste from outside the service area at the Water Pollution Control Facility (WPCF).

BACKGROUND

The MWMC provides service to septage haulers as provided for in Exhibit C of the MWMC's Operation, Maintenance and Administrative Services Agreement. Septage is considered domestic wastewater, and is accepted at the WPCF from both inside the service area (urban growth boundaries of Eugene and Springfield) as well as from outside the service area.

The MWMC also accepts non-domestic waste from inside the service area at the WPCF. Non-domestic mobile waste (waste hauled on trucks) from outside the service area is not accepted by the MWMC, pursuant to language contained in paragraph 8.e of the MWMC's Intergovernmental Agreement (IGA), which states:

"Establish service area boundaries and provide for adjustment thereto as necessary to ensure that service is provided only to areas within the city limits of Eugene and Springfield (City Limits); to users currently being served or to whom contractual arrangements have been made who are outside the City Limits; and to any other areas outside the City Limits to which service may be extended in conformity with the Growth Management provisions in Chapter II of the Metro Plan and the Public Facilities and Services Element provisions in Chapter III of the Metro Plan, as amended."

DISCUSSION

From time to time, the MWMC receives requests to accept non-domestic mobile waste at the WPCF. Most recently, Heard Farms, Inc. of Roseburg requested the MWMC accept mobile waste from their facility in February due to a capacity shortage at their site. Staff worked with

Heard Farms to consider their request, but ultimately had to deny the request given the language in the MWMC's IGA.

While the language in paragraph 8.e currently prohibits the MWMC from serving users from outside the service area (with the exception of septage), it was arguably written with hard piped connections from surrounding areas in mind (i.e. Goshen, Coburg, etc.). This was in part to ensure that capacity would be preserved for the partner agencies (Lane County, Eugene and Springfield) as they expanded and to ensure equity between newly connected and previously connected users. Thus, any decision regarding an outside service connection requires approval by all three partner agencies.

Language in the IGA notwithstanding, it may be to the MWMC's benefit to consider modifying the IGA to allow acceptance of non-domestic mobile waste from outside the service area (with each request being subject to MWMC's discretion). Accepting mobile waste would benefit the MWMC financially, and be negligible in terms of added capacity at the WPCF. Important factors to consider however include the characteristics associated with the waste and how it might affect WPCF operations and programs. This of course would vary with each request, but could include MWMC's local limits evaluation, pretreatment program and biosolids quality, among others. The potential pros and cons of accepting non-domestic mobile waste will be discussed in more detail at the July meeting.

If, after discussion, the Commission is interested in seeking modification of the MWMC's IGA to allow acceptance of non-domestic mobile waste at the WPCF, staff will prepare materials to take to the three partner agencies for consideration.

ACTION REQUESTED

Staff requests discussion from the Commission on the topic of non-domestic mobile waste.

EUGENE URBAN RENEWAL AGENCY

AGENDA ITEM SUMMARY



Action: Resolution 1084 Acknowledging Receipt of the Annual Financial Report
of the Urban Renewal Agency of the City of Eugene
for the Fiscal Year Ended June 30, 2017

Meeting Date: December 11, 2017
Department: Central Services
www.eugene-or.gov

Agenda Item Number: 5
Staff Contact: Douglas Lauderbach
Contact Telephone Number: 541-682-5026

ISSUE STATEMENT

This is a resolution acknowledging receipt of the Annual Financial Report (Report) of the Urban Renewal Agency (Agency) of the City of Eugene for the fiscal year ended June 30, 2017. This resolution demonstrates compliance with ORS 297.465(2), which requires that a copy of the Agency's financial report, containing a signed expression of opinion, be furnished to each member of the governing body. The resolution is included as Attachment A.

BACKGROUND

Under Oregon Municipal Audit Law, the Agency is required each fiscal year to contract with an authorized accounting firm for the audit of its accounts and fiscal affairs (ORS 297.425). The regional firm of Isler CPA (auditors) has completed the audit of the Agency's annual financial report for the fiscal year ended June 30, 2017 and issued an unmodified opinion on the basic financial statements.

In accordance with Governmental Accounting Standards Board reporting requirements, this is the first year the Agency's financial report has included information on property tax abatements (on page 29 of the report) resulting from agreements entered into by another government and the resulting property tax revenue impact to the Agency. The combined loss in property tax revenues as a result of these agreements is \$0.5 million. The amount of revenue loss is based on assessed property taxes and does not take into consideration early payment discounts or property tax collection rates. The revenue impacts are based on assessed property taxes and does not take into consideration early payment discounts or property tax collection rates. As this is the first year of implementing these new reporting requirements, staff will continue to refine its reporting on this information to meet financial statement readers' needs.

The key components of the audit results are the two auditors' reports on pages 3-5 and pages 45-46. In the first report, the auditors have issued a "clean opinion" on the Agency's basic financial statement, indicating that the Agency has prepared the statements in conformity with generally accepted accounting principles (GAAP). GAAP for state and local governments is promulgated by the Governmental Accounting Standards Board to ensure consistency in accounting and comparability in financial reporting among state and local governments. A clean opinion is a

fundamental financial goal for every government, as it represents the highest level of opinion a government can receive from its independent auditors. A clean opinion is an important indicator of sound financial management and creditworthiness to the citizens, other governmental jurisdictions (state and federal), credit rating agencies, investment bankers, bond holders, and other private sector entities.

In the second report, the auditors address the Agency's compliance with applicable provisions of Oregon Revised Statutes including requirements related to debt, deposit of public funds, preparation and adoption of the budget, accounting records and related internal control structure, etc. The auditors noted that nothing came to their attention that caused them to believe that the Agency was not in compliance with state regulations. The auditors conduct the audit of the Agency's basic financial statements in accordance with generally accepted auditing standards and the Minimum Standards for Audits of Oregon Municipal Corporations.

Management is responsible for the information contained in, and the preparation of, the Agency's financial statements. To effectively fulfill this responsibility and to contain the cost of auditor services, staff devotes significant effort to the closing of accounting records, the preparation of schedules and audit work papers, and the production of the Annual Financial Report. This also results in staff expertise being developed on specific financial and service issues that can then be used to assist departments and other pertinent parties.

RELATED POLICY ISSUES

Policy B.1 of the City's Financial Management Goals and Policies states that "The City will maintain an accounting and financial reporting system that allows reporting in conformance with Generally Accepted Accounting Principles and Oregon Local Budget Law and will issue a Comprehensive Annual Financial Report each fiscal year." This action signifies formal completion of this process for the fiscal year ended June 30, 2017, and demonstrates the Agency's compliance with the policy.

AGENCY OPTIONS

None.

AGENCY DIRECTOR'S RECOMMENDATION

The Agency Director recommends adoption of the proposed resolution.

SUGGESTED MOTION

Move to adopt Resolution 1084 acknowledging receipt of the Annual Financial Report for the Urban Renewal Agency of the City of Eugene for the fiscal year ended June 30, 2017.

ATTACHMENTS

A. Resolution

FOR MORE INFORMATION

Staff Contact: Douglas Lauderbach
Telephone: 541-682-5026
Staff E-Mail: douglas.k.lauderbach@ci.eugene.or.us

RESOLUTION NO.

A RESOLUTION ACKNOWLEDGING THE RECEIPT OF THE
ANNUAL FINANCIAL REPORT OF THE URBAN RENEWAL
AGENCY OF THE CITY OF EUGENE, FOR THE FISCAL YEAR
ENDED JUNE 30, 2017

The Urban Renewal Agency of the City of Eugene finds that:

The firm of Isler CPA has completed the audit of the financial statements of the Urban Renewal Agency of the City of Eugene for the fiscal year ended June 30, 2017, as required by ORS 297.425 and, pursuant to ORS 297.465, reported to the Board on its findings.

NOW, THEREFORE,

BE IT RESOLVED by the Urban Renewal Agency of the City of Eugene, as follows:

Section 1. That the Board hereby acknowledges that it has received the "Annual Financial Report of the Urban Renewal Agency, a Component Unit of the City of Eugene, for the fiscal year ended June 30, 2017."

The foregoing resolution adopted the 11th day of December, 2017.

Director

EUGENE URBAN RENEWAL AGENCY

AGENDA ITEM SUMMARY



Public Hearing and Action: Resolution Adopting a Supplemental Budget; Making Appropriations for the Urban Renewal Agency of the City of Eugene for the Fiscal Year Beginning July 1, 2017, and Ending June 30, 2018

Meeting Date: December 11, 2017
Department: Central Services
www.eugene-or.gov

Agenda Item Number: 6
Staff Contact: Twylla Miller
Contact Telephone Number: 541-682-8417

ISSUE STATEMENT

Urban Renewal Agency (URA) Board approval of the second Supplemental Budget (SB2) for Fiscal Year 2018 (FY18) is requested. Oregon Local Budget Law (ORS 294.471) allows for supplemental budgets in the event of “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 and that requires a change in financial planning”. ORS 294.471 also allows for a supplemental budget if there are “funds that are made available by another unit of federal, state or local government and the availability of which could not reasonably be foreseen when preparing the original budget or a previous supplemental budget for the current year or current budget period”. This Supplemental Budget does not authorize any increase in the property tax levy and has been published in compliance with the Oregon Local Budget Law.

BACKGROUND

The Supplemental Budget that occurs in December of a fiscal year is usually the largest because of the audit adjustments to budgeted Beginning Working Capital and the reappropriation of funds from the prior fiscal year for contracts, program initiatives or projects that were started but not completed in that fiscal year. This Supplemental Budget consists of transactions to amend the Urban Renewal Agency budget to reconcile Beginning Working Capital and Capital Carryover, to reappropriate those dollars or place them into reserve, and authorizes other unanticipated changes in legal appropriations.

Transactions Related to Beginning Working Capital

Isler & Company, LLC, the Urban Renewal Agency's external auditor, has completed its Fiscal Year 2017 (FY17) audit of Beginning Working Capital, and this Supplemental Budget includes Marginal Beginning Working Capital (MBWC) adjustments for all URA funds. The MBWC is the difference between the estimate of FY17 ending working capital that was made in the FY18 Adopted Budget and the audited actual FY17 ending working capital. The total audited adjustment to the FY18 budgeted Beginning Working Capital for all URA funds is an increase of \$1,094,895.

A detailed description of these transactions is provided in Attachment A.

One-Time Funding Requests

There are two one-time funding requests that are designed to implement Urban Renewal Agency Board direction on key projects and an option for consideration:

- Reappropriate \$23,620 for the Downtown Fiber Project by reducing the URA Downtown Debt Service Fund Balance Available by \$23,620, transferring this amount to the URA Downtown General Fund.
- Reduce the URA Riverfront General Fund Balance Available by \$200,000 and increase Planning and Development Department operating appropriations by the same amount to provide budget authority for current staff to work on the EWEB property purchase and redevelopment within the Riverfront Urban Renewal District.

Options Regarding the Purchase of one-half of the Butterfly Lot

This Supplemental Budget was originally prepared including a request to appropriate funds (\$940,000) to purchase one-half of the Butterfly lot for the new City Hall. The attached transaction summaries (Attachment A) and the Resolution (Option One) presented in Attachment B, include the transactions necessary to appropriate funding for the property purchase.

On November 16, 2017, the court dismissed on jurisdictional grounds the petition filed by the city, URA and county asking the court to rule that there is no deed restriction limiting the use of the Butterfly Lot or preventing construction of the county courthouse on the City Hall Lot. The property purchase is delayed pending further review and action by the jurisdictions involved. As such, the Supplemental Budget action is not needed at this time. The Agency Board could choose to approve the Resolution (Option 2) shown in Attachment C which does not include the appropriations necessary for the land purchase in FY18. Funds for the land purchase could be appropriated as part of a future proposed budget or supplemental budget once the outcome is more certain.

Capital Carryover

The Capital Project Carryover Reconciliation is also included in this Supplemental Budget. An estimate of the unspent balance in each capital project was established in the FY18 Adopted Budget. These estimates have been reconciled with the actual FY17 expenditures, and the Capital Budget is adjusted to reflect the remaining unspent balances in each project. The Capital Carryover on this Supplemental Budget decreases the Capital Budget by \$114,213 and increases Balance Available by the same amount.

Timing

In some cases, expenditure authority is needed immediately to carry out URA Board direction or to meet legal or program requirements. Approval of SB2 in December allows the organization to prepare more accurate mid-year projections by having the general ledger reflect the audited balances in each fund. This, in turn, enables staff to more accurately estimate the Beginning Working Capital for the next fiscal year's Proposed Budget.

RELATED CITY POLICIES

These transactions conform to the City's Financial Management Goals and Policies.

BOARD OPTIONS

Particular requests requiring more information or discussion may be removed from the supplemental budget and delayed for action in a future supplemental budget. In certain cases there may be a financial or legal impact to delaying budget approval. The URA Board may also adopt amended appropriation amounts or funding sources for specific requests in the supplemental budget.

AGENCY DIRECTOR'S RECOMMENDATION

The Agency Board should decide which option to choose regarding the purchase of one-half of the Butterfly Lot and approve the resulting Supplemental Budget

SUGGESTED MOTION

Move to adopt a resolution, consistent with Option (one/two) , adopting a Supplemental Budget; making appropriations for the Urban Renewal Agency of the City of Eugene for the fiscal year beginning July 1, 2017, and ending June 30, 2018.

ATTACHMENTS

- A. Transaction Summary
- B. Resolution (*Option one*) – *includes funding for purchase of one-half of the Butterfly Lot*
- C. Resolution (*Option two*) – *does not include funding for purchase of one-half of the Butterfly lot*

FOR MORE INFORMATION

Staff Contact: Twylla Miller
Telephone: 541-682-8417
Staff E-Mail: twylla.j.miller@ci.eugene.or.us

OR

Staff Contact: Mike Streepey
Telephone: 541-682-6820
Staff E-Mail: michael.l.streepey@ci.eugene.or.us

Transaction Summary

817 Urban Renewal Agency Downtown General Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	1,997,616	0	105,565	a	2,103,181
CHANGE TO WORKING CAPITAL					
REVENUE					
Rental	0	0	0		0
Miscellaneous	75,000	0	0		75,000
Interfund Transfers	2,943,284	0	23,620	b	2,966,904
Fiscal Transactions	450,000	0	0		450,000
Total Revenue	3,468,284	0	23,620		3,491,904
TOTAL RESOURCES	5,465,900	0	129,185		5,595,085
II. REQUIREMENTS					
Department Operating					
Planning and Development	3,073,584	0	23,620	b	3,097,204
Total Department Operating	3,073,584	0	23,620		3,097,204
Non-Departmental					
Special Payments	2,318,316	0	105,565	a	2,423,881
Balance Available	74,000	0	0		74,000
Total Non-Departmental	2,392,316	0	105,565		2,497,881
TOTAL REQUIREMENTS	5,465,900	0	129,185		5,595,085

817 Urban Renewal Agency Downtown General Fund

a) **Beginning Working Capital Reconciliation:** Increase the budgeted Beginning Working Capital by \$105,565 and increase Special Payments by the same amount. This adjustment brings the FY18 budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

b) **Reappropriations:** Increase the Interfund Transfer revenues by \$23,620 for continued efforts related to the Downtown Urban Renewal Agency Fiber Project not completed in the prior fiscal year and increase the Planning and Development Department operating appropriations by the same amount.

812 Urban Renewal Agency Downtown Debt Service Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	663,533	0	929,878	a	1,593,411
CHANGE TO WORKING CAPITAL					
REVENUE					
Taxes	2,185,000	0	0		2,185,000
Miscellaneous	410,000	0	0		410,000
Total Revenue	2,595,000	0	0		2,595,000
TOTAL RESOURCES	3,258,533	0	929,878		4,188,411
II. REQUIREMENTS					
Non-Departmental					
Debt Service	314,000	0	0		314,000
Interfund Transfers	2,943,284	0	929,878	b	3,873,162
Balance Available	1,249	0	0		1,249
Total Non-Departmental	3,258,533	0	929,878		4,188,411
TOTAL REQUIREMENTS	3,258,533	0	929,878		4,188,411

812 Urban Renewal Agency Downtown Debt Service

a) **Beginning Working Capital Reconciliation:** Increase the budgeted Beginning Working Capital by \$929,878, and increase Interfund Transfers by \$906,258 to the URA Downtown Capital Projects Fund and by \$23,620 to the URA Downtown General Fund. This adjustment brings the FY18 budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

813 Urban Renewal Agency Downtown Capital Projects Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	528,618	0	124	a	528,742
CHANGE TO WORKING CAPITAL					
REVENUE					
Miscellaneous	5,000	0	0		5,000
Interfund Transfers	0	0	906,258	b	906,258
Total Revenue	5,000	0	906,258		911,258
TOTAL RESOURCES	533,618	0	906,382		1,440,000
II. REQUIREMENTS					
Capital Projects					
Capital Projects	0	0	940,000	b	940,000
Capital Carryover	506,367	0	(6,367)	c	500,000
Total Capital Projects	506,367	0	933,633		1,440,000
Non-Departmental					
Balance Available	27,251	0	(27,251)	a,b,c	0
Total Non-Departmental	27,251	0	(27,251)		0
TOTAL REQUIREMENTS	533,618	0	906,382		1,440,000

813 Urban Renewal Agency Downtown Capital Projects Fund

a) **Beginning Working Capital Reconciliation:** Increase the budgeted Beginning Working Capital by \$124 and increase Balance Available by the same amount. This adjustment brings the FY18 budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

b) **One-Time Funding Requests:** Recognize Interfund Transfer in the amount of \$906,258 from the URA Downtown Debt Service Fund, decrease Balance Available by \$33,742, and increase Capital Projects by \$940,000 for the purchase of one-half of the Butterfly Lot.

c) **Capital Carryover Reconciliation:** Decrease Capital Project appropriations by \$6,367 and increase Balance Available by the same amount. This action reconciles the FY18 Capital Carryover Estimate to the actual ending FY17 capital projects balance.

821 Urban Renewal Agency Riverfront General Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	1,427,968	0	160,260	a	1,588,228
CHANGE TO WORKING CAPITAL					
REVENUE					
Taxes	2,140,000	0	0		2,140,000
Miscellaneous	19,000	0	0		19,000
Total Revenue	2,159,000	0	0		2,159,000
TOTAL RESOURCES	3,586,968	0	160,260		3,747,228
II. REQUIREMENTS					
Department Operating					
Planning and Development	522,763	0	200,000	b	722,763
Total Department Operating	522,763	0	200,000		722,763
Non-Departmental					
Balance Available	3,064,205	0	(39,740)	a, b	3,024,465
Total Non-Departmental	3,064,205	0	(39,740)		3,024,465
TOTAL REQUIREMENTS	3,586,968	0	160,260		3,747,228

821 Urban Renewal Agency Riverfront General Fund

a) **Beginning Working Capital Reconciliation:** Increase the budgeted Beginning Working Capital by \$160,260 and increase Balance Available by the same amount. This adjustment brings the FY18 budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

b) **One-Time Funding Request:** Increase the Planning and Development Department operating appropriation by \$200,000 for Riverfront Urban Renewal Agency administration staffing increase for the Eugene Water and Electric Board (EWEB) purchase and redevelopment, and decrease Balance Available by the same amount.

823 Urban Renewal Agency Riverfront Capital Projects Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action	FY18 Revised
I. RESOURCES				
BEGINNING WORKING CAPITAL	7,718,718	0	(101,144) a	7,617,574
CHANGE TO WORKING CAPITAL				
REVENUE				
Miscellaneous	7,000	0	0	7,000
Total Revenue	7,000	0	0	7,000
TOTAL RESOURCES	7,725,718	0	(101,144)	7,624,574
II. REQUIREMENTS				
Capital Projects				
Capital Carryover	7,212,111	0	(107,846) b	7,104,265
Total Capital Projects	7,212,111	0	(107,846)	7,104,265
Non-Departmental				
Balance Available	513,607	0	6,702 a, b	520,309
Total Non-Departmental	513,607	0	6,702	520,309
TOTAL REQUIREMENTS	7,725,718	0	(101,144)	7,624,574

823 Urban Renewal Agency Riverfront Capital Projects Fund

a) **Beginning Working Capital Reconciliation:** Decrease the budgeted Beginning Working Capital by \$101,144 and decrease Balance Available by the same amount. This adjustment brings the FY18 budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

b) **Capital Carryover Reconciliation:** Decrease capital appropriations by \$107,846 and increase Balance Available by the same amount. This action reconciles the FY18 Capital Carryover Estimate to the actual ending FY17 capital projects balance.

824 Urban Renewal Agency Riverfront Program Revenue Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	3,087,068	0	212	a	3,087,280
CHANGE TO WORKING CAPITAL					
REVENUE					
Rental	66,150	0	0		66,150
Miscellaneous	42,000	0	0		42,000
Total Revenue	108,150	0	0		108,150
TOTAL RESOURCES	3,195,218	0	212		3,195,430
II. REQUIREMENTS					
Non-Departmental					
Special Payments	3,195,218	0	212	a	3,195,430
Balance Available	0	0	0		0
Total Non-Departmental	3,195,218	0	212		3,195,430
TOTAL REQUIREMENTS	3,195,218	0	212		3,195,430

824 Urban Renewal Agency Riverfront Program Revenue Fund

a) **Beginning Working Capital Reconciliation:** Increase the budgeted Beginning Working Capital by \$212 and increase Special Payments by the same amount. These adjustments bring the FY18 budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

Resolution Number 1083

Attachment B

**A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET;
MAKING APPROPRIATIONS FOR THE URBAN RENEWAL AGENCY
OF THE CITY OF EUGENE
FOR THE FISCAL YEAR BEGINNING JULY 1, 2017,
AND ENDING JUNE 30, 2018.**

The Urban Renewal Agency of the City of Eugene finds that adopting the Supplemental Budget and making appropriations is necessary under ORS 294.471.

NOW THEREFORE,

BE IT RESOLVED BY THE URBAN RENEWAL AGENCY OF THE CITY OF EUGENE as follows:

Section 1.

That the Supplemental Budget for the Urban Renewal Agency of the City of Eugene, Oregon, for the fiscal year beginning July 1, 2017, and ending June 30, 2018, as set forth in attached Exhibit A is hereby adopted.

Section 2.

The supplemental amounts for the fiscal year beginning July 1, 2017, and ending June 30, 2018, and for the purposes shown in attached Exhibit A are hereby appropriated.

Section 3.

That this Supplemental Budget is prepared in accordance with ORS 294.471(1), which authorizes the formulation of a supplemental budget resulting from "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 and that requires a change in financial planning." This Supplemental Budget was published in accordance with ORS 294.471(3).

Section 4.

This resolution complies with ORS 294.471(4), and does not authorize an increase in the levy of property taxes above the amount in the Annual Budget publication.

The foregoing resolution adopted this 11th day of December, 2017.

City Recorder

EXHIBIT A

In dollars

URBAN RENEWAL AGENCY DOWNTOWN GENERAL FUND

Departmental Operating	
Planning and Development	23,620
Total Departmental Operating	<u>23,620</u>
Non-Departmental	
Special Payments	105,565
Total Non-Departmental	<u>105,565</u>
TOTAL URA DOWNTOWN GENERAL FUND	<u>129,185</u>

URBAN RENEWAL AGENCY DOWNTOWN DEBT SERVICE FUND

Non-Departmental	
Interfund Transfers	929,878
Total Non-Departmental	<u>929,878</u>
TOTAL URA DOWNTOWN DEBT SERVICE FUND	<u>929,878</u>

URBAN RENEWAL AGENCY DOWNTOWN CAPITAL PROJECTS FUND

Capital Projects	
Capital Projects	933,633
Total Capital Projects	<u>933,633</u>
Non-Departmental	
* Balance Available	(27,251)
Total Non-Departmental	<u>(27,251)</u>
TOTAL URA DOWNTOWN CAPITAL PROJECTS FUND	<u>906,382</u>

URBAN RENEWAL AGENCY RIVERFRONT GENERAL FUND**Departmental Operating**

Planning and Development	200,000
Total Departmental Operating	200,000

Non-Departmental

* Balance Available	(39,740)
Total Non-Departmental	(39,740)

TOTAL URA RIVERFRONT GENERAL FUND	160,260
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URBAN RENEWAL AGENCY RIVERFRONT CAPITAL PROJECTS FUND**Capital Projects**

Capital Projects	(107,846)
Total Capital Projects	(107,846)

Non-Departmental

* Balance Available	6,702
Total Non-Departmental	6,702

TOTAL URA RIVERFRONT CAPITAL PROJECTS FUND	(101,144)
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URBAN RENEWAL AGENCY RIVERFRONT PROGRAM REVENUE FUND**Non-Departmental**

Special Payments	212
Total Non-Departmental	212

TOTAL URA RIVERFRONT GENERAL FUND	212
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TOTAL REQUIREMENTS - ALL FUNDS	2,024,773
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* Reserves and Balance Available amounts are not appropriated for spending and are shown for informational purposes only.

Resolution Number 1083

Attachment C

**A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET;
MAKING APPROPRIATIONS FOR THE URBAN RENEWAL AGENCY
OF THE CITY OF EUGENE
FOR THE FISCAL YEAR BEGINNING JULY 1, 2017,
AND ENDING JUNE 30, 2018.**

The Urban Renewal Agency of the City of Eugene finds that adopting the Supplemental Budget and making appropriations is necessary under ORS 294.471.

NOW THEREFORE,

BE IT RESOLVED BY THE URBAN RENEWAL AGENCY OF THE CITY OF EUGENE as follows:

Section 1.

That the Supplemental Budget for the Urban Renewal Agency of the City of Eugene, Oregon, for the fiscal year beginning July 1, 2017, and ending June 30, 2018, as set forth in attached Exhibit A is hereby adopted.

Section 2.

The supplemental amounts for the fiscal year beginning July 1, 2017, and ending June 30, 2018, and for the purposes shown in attached Exhibit A are hereby appropriated.

Section 3.

That this Supplemental Budget is prepared in accordance with ORS 294.471(1), which authorizes the formulation of a supplemental budget resulting from "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 and that requires a change in financial planning." This Supplemental Budget was published in accordance with ORS 294.471(3).

Section 4.

This resolution complies with ORS 294.471(4), and does not authorize an increase in the levy of property taxes above the amount in the Annual Budget publication.

The foregoing resolution adopted this 11th day of December, 2017.

City Recorder

EXHIBIT A

In dollars

URBAN RENEWAL AGENCY DOWNTOWN GENERAL FUND

Departmental Operating	
Planning and Development	23,620
Total Departmental Operating	<u>23,620</u>
Non-Departmental	
Special Payments	105,565
Total Non-Departmental	<u>105,565</u>
TOTAL URA DOWNTOWN GENERAL FUND	<u>129,185</u>

URBAN RENEWAL AGENCY DOWNTOWN DEBT SERVICE FUND

Non-Departmental	
Interfund Transfers	23,620
* Balance Available	906,258
Total Non-Departmental	<u>929,878</u>
TOTAL URA DOWNTOWN DEBT SERVICE FUND	<u>929,878</u>

URBAN RENEWAL AGENCY DOWNTOWN CAPITAL PROJECTS FUND

Capital Projects	
Capital Projects	(6,367)
Total Capital Projects	<u>(6,367)</u>
Non-Departmental	
* Balance Available	6,491
Total Non-Departmental	<u>6,491</u>
TOTAL URA DOWNTOWN CAPITAL PROJECTS FUND	<u>124</u>

URBAN RENEWAL AGENCY RIVERFRONT GENERAL FUND**Departmental Operating**

Planning and Development 200,000

Total Departmental Operating 200,000

Non-Departmental

* Balance Available (39,740)

Total Non-Departmental (39,740)

TOTAL URA RIVERFRONT GENERAL FUND 160,260

URBAN RENEWAL AGENCY RIVERFRONT CAPITAL PROJECTS FUND**Capital Projects**

Capital Projects (107,846)

Total Capital Projects (107,846)

Non-Departmental

* Balance Available 6,702

Total Non-Departmental 6,702

TOTAL URA RIVERFRONT CAPITAL PROJECTS FUND (101,144)

URBAN RENEWAL AGENCY RIVERFRONT PROGRAM REVENUE FUND**Non-Departmental**

Special Payments 212

Total Non-Departmental 212

TOTAL URA RIVERFRONT GENERAL FUND 212

TOTAL REQUIREMENTS - ALL FUNDS 1,118,515

* Reserves and Balance Available amounts are not appropriated for spending and are shown for informational purposes only.

EUGENE CITY COUNCIL

AGENDA ITEM SUMMARY



Public Hearing and Action: Resolution 5210 Adopting a Supplemental Budget; Making Appropriations for the City of Eugene for the Fiscal Year Beginning July 1, 2017 and Ending June 30, 2018

Meeting Date: December 11, 2017
Department: Central Services
www.eugene-or.gov

Agenda Item Number: 7
Staff Contact: Twylla Miller
Contact Telephone Number: 541-682-8417

ISSUE STATEMENT

City Council approval of the second Supplemental Budget (SB2) for Fiscal Year 2018 (FY18) is requested. Oregon Local Budget Law (ORS 294.471) allows for supplemental budgets in the event of "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 and that requires a change in financial planning." ORS 294.471 also allows for a supplemental budget if there are "funds that are made available by another unit of federal, state or local government and the availability of which could not reasonably be foreseen when preparing the original budget or a previous supplemental budget for the current year or current budget period". This Supplemental Budget does not authorize any increase in the property tax levy and has been published in compliance with the Oregon Local Budget Law.

BACKGROUND

The Supplemental Budget that occurs in December of a fiscal year is usually the largest because of the audit adjustments to budgeted Beginning Working Capital and the reappropriation of funds from the prior fiscal year for contracts, program initiatives or projects that were started but not completed in that fiscal year. This Supplemental Budget also recognizes new revenue and authorizes other unanticipated changes in legal appropriations.

Transactions Related to Beginning Working Capital

Isler & Company, LLC, the City's external auditor, has completed its Fiscal Year 2017 (FY17) audit of Beginning Working Capital, and this Supplemental Budget includes Marginal Beginning Working Capital (MBWC) adjustments for all City funds. The MBWC is the difference between the estimate of FY17 ending working capital that was made in the FY18 Adopted Budget and the audited actual FY17 ending working capital. This adjustment is recognized on SB2 and is the largest component of the transactions included in this budget request.

Similar to last fiscal year, the audit was completed earlier than in prior years to improve transparency and ensure more timely information. This allows the Finance Division to present the audit results at the same time that Council considers the second supplemental budget in December. Previously, the audit was presented to Council in January.

City Council Contingency

This Supplemental Budget includes a recommendation to use \$12,000 in remaining City Council Contingency funds to cover the costs associated with the November 2017 special election voters' pamphlet for the charter amendment on filling a vacant Mayor or Councilor position in the fourth year of a term.

General Fund Transactions and Fund Balance Information

For the Main Subfund of the General Fund, the MBWC adjustment is \$5,031,203. The MBWC adjustment is largely due to a combination of higher revenues than anticipated (\$1.5 million) and departmental underspending (\$3.3 million), as well as Intergovernmental underspending (\$0.2 million). Revenues that were higher than anticipated included Licenses and Permits from telecom franchise fee revenues related to the Comcast legal settlement (\$1.3 million), Intergovernmental revenues (\$0.4 million) and Property Tax revenues (\$0.3 million). Charges for Services revenues and Fines and Forfeitures were below estimates. Overall, FY17 revenue collections totaled \$146.2 million, exceeding projections by \$1.5 million or 1.0%.

In FY17, departments were asked to underspend their budgets by 1.0%, for a combined \$1.7 million, to help close a projected gap between revenues and expenses. Actual department underspending was \$3.3 million or 2.3%, exceeding the target by \$1.6 million. Some of these unspent funds are being requested for reappropriation (see following page).

The reserve for encumbrance represents a reserve for prior fiscal year encumbrances (contracts that were in effect but not completed as of June 30). Prior fiscal year encumbrances were budgeted at \$2,184,473 but only \$1,617,897 was actually needed, leaving \$566,576 available for appropriation.

Total funds available for appropriation on this supplemental budget in the Main Subfund of the General Fund is \$7,332,676 consisting of the following:

Source	Amount
MBWC adjustment	\$5,031,203
FY18 Adopted Reserve for Encumbrances	\$2,184,473
Additional Local Marijuana Tax Revenue	\$105,000
Council Contingency	\$12,000
Total funds available for appropriation	\$7,332,676

The City Manager is recommending that the MBWC adjustment funds be utilized for a number of targeted, strategic investments to continue making progress on Council priorities. In addition, the City Manager is also recommending reappropriating funds for items previously approved by City Council, funding for the Budget Committee motion related to the Dusk to Dawn program and funding for the transfer to the General Capital Projects Fund. A summary of the General Fund reserve for encumbrance, reappropriations and other uses of MBWC is included in Attachment A.

The proposed disposition of these funds is as follows:

Description	Amount
Actual prior fiscal year encumbrances	\$1,617,897
Reappropriation of prior project funding	
2021 World Championships Funds	\$500,000
Downtown Operations	\$338,208
Class Registration System	\$320,212
Urban Reserves	\$288,325
Community Justice Initiative	\$216,981
Community Court	\$150,000
River Road Neighborhood Plan	\$90,000
Pillar 7 Growth Monitoring Data	\$74,500
Economic Prosperity Initiative	\$70,000
Neighborhood Matching Grants	\$49,767
Long-term Storm Recovery	\$43,270
Climate Recovery Ordinance Implementation	\$36,535
River Road/Santa Clara Neighborhood Funds	\$35,165
Operation 365/Homeless Veterans Housing	\$30,172
Shared Path Maintenance	\$20,000
Bridge Inspections	\$10,000
Total Reappropriation requests:	<u>\$2,273,135</u>
One-time funding requests	
Transfer to the General Capital Projects Fund	\$900,000
Downtown Operations	\$350,000
Climate Recovery Ordinance Implementation	\$290,000
Parks Illegal Camp Clean Up	\$240,000
Fire Academy	\$180,500
Bike Patrol	\$170,000
Equity in Contracting	\$157,000
Emergency Communications Center Staffing	\$150,000
Homeless Outreach Pilot Project	\$120,000
Elections Costs November 2017	\$110,000
Community Court	\$105,000
Economic Prosperity Strategic Reserve Fund	\$100,000
Neighborhood Planning (River Road/Santa Clara/University)	\$100,000
Economic Cartography Tool	\$90,000
Lindholm Center (Weekend Hours)	\$75,000
Homeless Car Camping	\$60,000
Fire Hydrants	\$50,000
Elections Costs May 2018	\$25,000
Total One-time Funding requests:	<u>\$3,272,500</u>
Reserve for Revenue Shortfall Transactions	
Budget Committee motion: Restore RRSF for Dusk to Dawn program	\$154,655
Additional Contribution	\$14,489
Total RRSF Transactions:	<u>\$169,144</u>
Total One-time Funding requests and RRSF Transactions:	<u>\$3,441,644</u>
Total SB2 requests	<u>\$7,332,676</u>

The City Manager noted in the FY18 Adopted Budget Message, that the City continues to support programs in stages. In FY17 on SB1, one-time funding for initiatives related to downtown efforts, neighborhood planning, Climate Recovery Ordinance implementation and Community Court were appropriated, with the unspent funds from these efforts reappropriated on this Supplemental Budget to continue the work in FY18 through the summer and fall. Additional one-time funding for those efforts are included on this Supplemental Budget, to continue this important work. Many of the one-time additions to the General Fund in this Supplemental Budget are being put forward under this same strategy, allowing pilot programs and previous initiatives to continue as their effectiveness is evaluated, without obligating ongoing funding. This is a way to further progress on important community goals without making long-term funding commitments that could lead to greater fiscal pressures in the years ahead. Some of the items included in this Supplemental Budget that fall within this strategy include continuing the efforts on Downtown such as Downtown Programming, Bike Patrol, Downtown Operations and Parks Safety and Security, as well as the Community Court Program, Homeless Outreach Pilot Project, Continued Support for Weekend Hours at the Lindholm Center, and funding for Climate Recovery Ordinance implementation.

This Supplemental Budget includes a total of \$2,248,545 in other General Fund (Main Subfund) revenue increases. These revenues include grants rebudgeted from the prior fiscal year, new FY18 grants, reimbursements from local/state/federal sources, and reimbursement from the Urban Renewal Agency for personnel costs associated with district operations. Operating budget appropriations for the departments receiving these revenues are being increased by the same amount.

The City received the first distribution of local marijuana tax revenues this fall which is expected to be higher than budgeted in FY18. This Supplemental Budget recognizes an additional \$105,000 in local marijuana tax revenues, which are requested to be used for Community Court in FY18.

For more information about FY17 results, the FY17 Ending Working Capital and the Ending Fund Balance for the General Fund, see Attachment C of the Agenda Item Summary on the Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2017. Attachment C includes information and highlights about FY17 results from the FY17 Comprehensive Annual Financial Report (CAFR).

Capital Carryover

The Capital Project Carryover Reconciliation is also included in this Supplemental Budget. An estimate of the unspent balance in each capital project was established in the FY18 Adopted Budget. These estimates have been reconciled with the actual FY17 expenditures, and the Capital Budget is adjusted to reflect the remaining unspent balances in each project. The Capital Carryover on this Supplemental Budget reduces the Capital Budget by \$6,593,007 and increases Balance Available by the same amount.

Non-General Fund Transactions

This Supplemental Budget recognizes approximately \$33 million in non-General Fund transactions, other than MBWC, encumbrances and capital carryover reconciliation. Much of this total is reflected in recognizing and re-budgeting approximately \$24 million in grants and other revenue. Other significant transactions include a \$1 million Hult Center kitchen remodel, and \$1

million for the EWEB Riverfront Park development. Also included is a request to appropriate \$360,000 from the Risk Fund to purchase property for an Emergency Operations Center and Special Operations Facility, as directed by Council in September 2017. Staff will provide a Council update in January 2018 on the project plan before the design process begins in the spring.

This budget also includes non-General Fund reappropriations for projects not completed in the prior fiscal year. Other non-General Fund transactions are described in Attachment A.

Budget Committee Direction

As part of their recommendation to the City Council on the FY18 Recommended Budget, the Budget Committee included the following motion:

“Move that the Budget Committee recommend to the Eugene City Council the FY18 Budget for the City of Eugene that consists of the City Manager's Proposed FY18 Budget, including the property tax levies and/or rates contained therein, amended to reflect appropriations for prior year encumbrances and prior year capital projects with the following amendments:

- Move that the Budget Committee recommend to the Eugene City Council to increase FY18 General Fund contribution on a one-time basis to the Human Services Commission (HSC) by \$154,655 to provide Eugene's share of FY18 cost for Dusk to Dawn winter warming site program. Funding would initially come from RRSF with direction to the City Manager to restore said reserve using Marginal Beginning Working Capital (MBWC) in Supplemental Budget #1 after the capital transfer and any other prearranged expenditures are accounted for.”

The General Fund (Main Subfund) Marginal Beginning Working Capital adjustment is sufficient to fund this priority. Therefore, the City Manager recommends approving this Budget Committee motion as part of this Supplemental Budget.

Timing

In some cases, expenditure authority is needed immediately to carry out City Council direction or to meet legal or program requirements. Approval of SB2 in December allows the organization to prepare more accurate mid-year projections by having the general ledger reflect the audited balances in each fund. This, in turn, enables staff to more accurately project the Beginning Working Capital for the next fiscal year's Proposed Budget.

RELATED CITY POLICIES

These transactions conform to the City's Financial Management Goals and Policies.

COUNCIL OPTIONS

Particular requests requiring more information or discussion may be removed from the Supplemental Budget and delayed for action in a future Supplemental Budget. In certain cases there may be a financial or legal impact to delaying budget approval. Council may also adopt amended appropriation amounts or funding sources for specific requests in the Supplemental Budget.

CITY MANAGER'S RECOMMENDATION

The City Manager recommends adoption of the attached resolution adopting the Supplemental Budget.

SUGGESTED MOTION

Move to adopt Resolution 5210 adopting a Supplemental Budget; making appropriations for the City of Eugene for the fiscal year beginning July 1, 2017 and ending June 30, 2018.

ATTACHMENTS

- A. Transaction Summary
- B. Resolution

FOR MORE INFORMATION

Staff Contact: Twylla Miller
Telephone: 541-682-8417
Staff E-Mail: twylla.j.miller@ci.eugene.or.us

OR

Staff Contact: Mike Streepey
Telephone: 541-682-6820
Staff E-Mail: michael.l.streepey@ci.eugene.or.us

Transaction Summary

010 General Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	53,876,942	0	5,413,821	a,d,g	59,290,763
CHANGE TO WORKING CAPITAL					
REVENUE					
Taxes	114,667,000	0	105,000	a	114,772,000
Licenses/Permits	7,339,144	0	0		7,339,144
Intergovernmental	5,136,876	0	1,286,348	b	6,423,224
Rental	507,830	0	0		507,830
Charges for Services	16,117,207	0	712,197	b	16,829,404
Fines/Forfeitures	2,090,000	0	0		2,090,000
Miscellaneous	841,734	0	250,000	b	1,091,734
Interfund Transfers	10,225,107	0	0		10,225,107
Total Revenue	156,924,898	0	2,353,545		159,278,443
TOTAL RESOURCES	210,801,840	0	7,767,366		218,569,206
II. REQUIREMENTS					
Department Operating					
Central Services	26,213,689	10,000	2,578,134	a,b,c	28,801,823
Fire and Emergency Medical Services	30,238,972	0	1,499,288	a,b,h	31,738,260
Library, Recreation and Cultural Services	30,731,736	0	2,027,302	a,e,f,h	32,759,038
Planning and Development	7,203,900	0	2,057,183	a,b	9,261,083
Police	53,279,325	0	1,198,594	a,b	54,477,919
Public Works	6,463,030	0	549,541	a	7,012,571
Total Department Operating	154,130,652	10,000	9,910,042		164,050,694
Non-Departmental					
Debt Service	0	0	0		0
Interfund Transfers	5,671,055	0	900,000	a	6,571,055
Contingency	12,000	0	(12,000)	c	0
Special Payments	700,000	0	0		700,000
Reserves	22,080,268	(10,000)	(152,811)	a,d,e,f,g,h,i	21,917,457
Reserve for Encumbrances	2,877,865	0	(2,877,865)	a,e,h,i	0
UEFB	25,330,000	0	0		25,330,000
Total Non-Departmental	56,671,188	(10,000)	(2,142,676)		54,518,512
TOTAL REQUIREMENTS	210,801,840	0	7,767,366		218,569,206

010 General Fund

Main Subfund (011):

a) *Carryover Reconciliation:*

Carryover Resources:

Beginning Working Capital Adjustment *	\$5,031,203
FY18 Adopted Reserve for Encumbrances	\$2,184,473
Total Carryover Resources	\$7,215,676

New Resources:

Additional local marijuana tax revenue	\$105,000
Total New Resources	\$105,000

Contingency:

Use of Contingency for November 2017 election costs	\$12,000
Total Use of Contingency	\$12,000

Total Funds Available for Appropriation	\$7,332,676
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Distribution of Funds Available for Appropriation:

Reserve for Encumbrances Distribution to Departments:

Central Services	\$648,067
Library, Recreation, and Cultural Services	\$152,792
Planning and Development	\$435,738
Police	\$212,803
Public Works	\$168,497
Total Encumbrance Distribution to Departments	\$1,617,897

Reappropriations from Prior Fiscal Year:

Central Services	\$987,272
Library, Recreation, and Cultural Services	\$451,545
Planning and Development	\$522,825
Police	\$190,449
Public Works	\$121,044
Total Reappropriations from Prior Fiscal Year	\$2,273,135

Other One-Time Funding Requests:

Interfund Transfer to the General Capital Projects Fund	\$900,000
Budget Committee Motion: Restore Reserve for Revenue Shortfall for Dusk to Dawn program contributions	\$154,655
Deposit to Reserve for Revenue Shortfall	\$14,489
	\$1,069,144

Central Services

Climate Recovery Ordinance Implementation	\$290,000
Equity in Contracting	\$157,000
Homeless Outreach Pilot Project	\$120,000
Elections Costs (November 2017)	\$110,000
Community Court Program	\$105,000
Elections Cost (May 2018)	\$25,000
Downtown Operations Funding	\$20,000
Total Central Services One-Time Funding Requests	\$827,000

Fire and EMS

Fire Academy	\$180,500
Hydrants	\$50,000
Total Fire and EMS One-Time Funding Requests	\$230,500

Library, Recreation and Cultural Services

Downtown Programming	\$60,000
Total Library, Recreation and Cultural Services One-Time Funding Requests	\$60,000

010 General Fund

Main Subfund (011) (continued from previous page):

<u>Planning and Development</u>	
Economic Prosperity Strategic Reserve Fund	\$100,000
Neighborhood Planning (River Road/Santa Clara/University)	\$100,000
Economic Cartography Tool	\$90,000
Lindholm Center Weekend Hours	\$75,000
Homeless Car Camping	\$60,000
Total Planning and Development One-Time Funding Requests	\$425,000
<u>Police</u>	
Downtown and Parks Safety and Security	\$250,000
Bike Patrol	\$170,000
Communications Center Staffing	\$150,000
Total Police One-Time Funding Requests	\$570,000
<u>Public Works</u>	
Parks Illegal Camp Clean Up	\$240,000
Downtown Operations Funding	\$20,000
Total Public Works One-Time Funding Requests	\$260,000
Total Other One-Time Funding Requests	\$3,441,644
Total Available Funds Appropriated	\$7,332,676

* **Beginning Working Capital Reconciliation:** Increase the budgeted Beginning Working Capital in the Main Subfund of the General Fund by \$5,031,203. This adjustment brings the FY18 budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

b) **Revenue Adjustments:** These transactions recognize new FY18 revenues or revenue-backed expenditures and increase operating appropriations in the following Departments:

<u>Central Services</u>	
Community Court grant (reappropriation)	\$115,795
<u>Fire and EMS</u>	
Reimbursable overtime and logistics support for state conflagration	\$488,577
Assistance to Firefighters Grant - 2016	\$482,711
Recovery of revenues from City of Springfield for logistics and equipment and Battalion Chief Support	\$250,000
Hazardous Materials Emergency Preparedness Grant 2016 - Phase 2 grant (reappropriation)	\$12,500
<u>Planning and Development</u>	
Transit-Oriented Development grant	\$450,000
Personnel costs associated with the Riverfront URA	\$200,000
Personnel costs associated with the Downtown fiber project (reappropriation)	\$23,620
<u>Police Department</u>	
Existing grants for Body Worn Cameras and Crisis Intervention (reappropriation)	\$83,767
Crisis intervention, DUII Oregon Impact and Oregon Impact Pedestrian Safety grants	\$67,429
Oregon Department of Transportation Grants	\$48,697
Department of Homeland Security Bomb Teams grant	\$25,449
Total Revenue Adjustments	\$2,248,545

010 General Fund

Main Subfund (011) (continued from previous page):

c) **Contingency:** This section is intended to provide the status of the Council's contingency account after including transactions that are authorized by City Council to be charged against it.

Starting balance	\$12,000
2017 election voter pamphlet costs	(\$12,000)
Contingency balance after SB2	\$0

Cultural Services Subfund (031):

d) **Beginning Working Capital Reconciliation:** Increase the budgeted Beginning Working Capital by \$281,578 and increase the Cultural Services Subfund Reserve by the same amount. This adjustment brings the FY18 budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

e) **Encumbrance Estimate Reconciliation:** Increase the Library, Recreation and Cultural Services (LRCS) Department operating appropriations by \$180,641, increase Cultural Services Subfund Reserve by \$231,501 and decrease Reserve for Encumbrance by \$412,142 to reconcile the amount estimated for payment of obligations incurred but not paid in FY17 to the actual amount paid.

f) **One-Time Funding Request:** Increase Library, Recreation and Cultural Services Department operating budget by \$1,000,000 for costs associated with the Hult Center kitchen remodel and decrease the Cultural Services Subfund Reserve by the same amount.

Equipment Replacement Subfund (041):

g) **Beginning Working Capital Reconciliation:** Increase the budgeted Beginning Working Capital by \$101,040 and increase the Equipment Replacement Subfund Reserve by the same amount. This adjustment brings the FY18 budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

h) **Encumbrance Estimate Reconciliation:** Increase the Library, Recreation and Cultural Services Department operating appropriations by \$182,324, increase Fire Department operating appropriations by \$35,000, increase the Equipment Replacement Subfund Reserve by \$63,926, and decrease the Reserve for Encumbrance by \$281,250 to reconcile the amount estimated for payment of obligations incurred but not paid in FY17 to the actual amount paid.

010 General Fund

i) Summary of the General Fund Reserves (All Subfunds):

	FY17 Adopted	FY18 Adopted	FY17 SB1 Action	FY18 SB2 Action	FY18 Revised
General Fund Reserve for Revenue Shortfall	\$6,530,703	\$18,564,586	(\$10,000)	\$669,144	\$19,223,730
General Fund 2021 Reserve*	\$500,000	\$500,000	\$0	(\$500,000)	\$0
General Fund Reserve for Property Tax Appeals	\$500,000	\$500,000	\$0	\$0	\$500,000
Reserve for Prior Year Encumbrances	\$2,455,066	\$2,877,865	\$0	(\$2,877,865)	\$0
Cultural Services Subfund Reserve	\$1,784,803	\$2,133,517	\$0	(\$486,921)	\$1,646,596
Cultural Services Reserve - Dedicated Donations for Arts	\$31,111	\$31,111	\$0	\$0	\$31,111
Equipment Replacement Reserve	\$391,340	\$351,054	\$0	\$164,966	\$516,020
Total	\$12,193,023	\$24,958,133	(\$10,000)	(\$3,030,676)	\$21,917,457

*The General Fund 2021 Reserve was appropriated for use with FY17 SB2, which is not shown here. The 2021 Reserve Funds in the FY18 Adopted Budget flow to the Reserve for Revenue Shortfall on FY18 SB2.

110 Special Assessments Management Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	1,182,642	0	17,612	a	1,200,254
CHANGE TO WORKING CAPITAL					
REVENUE					
Charges for Services	44,400	0	0		44,400
Miscellaneous	17,590	0	0		17,590
Interfund Transfers	30,000	0	0		30,000
Fiscal Transactions	1,700	0	0		1,700
Total Revenue	93,690	0	0		93,690
TOTAL RESOURCES	1,276,332	0	17,612		1,293,944
II. REQUIREMENTS					
Department Operating					
Central Services	102,155	0	0		102,155
Total Department Operating	102,155	0	0		102,155
Non-Departmental					
Interfund Transfers	9,000	0	0		9,000
Special Payments	30,000	0	0		30,000
Reserve	50,000	0	0		50,000
Balance Available	1,085,177	0	17,612	a	1,102,789
Total Non-Departmental	1,174,177	0	17,612		1,191,789
TOTAL REQUIREMENTS	1,276,332	0	17,612		1,293,944

110 Special Assessments Management Fund

a) **Beginning Working Capital Reconciliation:** Increase the budgeted Beginning Working Capital by \$17,612, and increase Balance Available by the same amount. This adjustment brings the FY18 budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

111 Library Local Option Levy

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	168,000	0	770,440	a	938,440
CHANGE TO WORKING CAPITAL					
REVENUE					
Taxes	2,622,000	0	0		2,622,000
Miscellaneous	2,268	0	0		2,268
Total Revenue	2,624,268	0	0		2,624,268
TOTAL RESOURCES	2,792,268	0	770,440		3,562,708
II. REQUIREMENTS					
Department Operating					
Library, Recreation and Cultural Services	2,415,896	0	0		2,415,896
Total Department Operating	2,415,896	0	0		2,415,896
Non-Departmental					
Reserve	376,372	0	0		376,372
Balance Available	0	0	770,440	a	770,440
Total Non-Departmental	376,372	0	770,440		1,146,812
TOTAL REQUIREMENTS	2,792,268	0	770,440		3,562,708

111 Library Local Option Levy Fund

a) **Beginning Working Capital Reconciliation:** Increase the budgeted Beginning Working Capital by \$770,440 and increase Balance Available by the same amount. This adjustment brings the FY18 budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

130 Public Safety Communications Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	2,149,843	0	193,976	a	2,343,819
CHANGE TO WORKING CAPITAL					
REVENUE					
Intergovernmental	1,500,000	0	0		1,500,000
Charges for Services	207,595	0	0		207,595
Miscellaneous	14,000	0	0		14,000
Interfund Transfers	5,000	0	0		5,000
Total Revenue	1,726,595	0	0		1,726,595
TOTAL RESOURCES	3,876,438	0	193,976		4,070,414
II. REQUIREMENTS					
Department Operating					
Police	2,158,200	0	0		2,158,200
Total Department Operating	2,158,200	0	0		2,158,200
Non-Departmental					
Interfund Transfers	131,000	0	0		131,000
Balance Available	1,587,238	0	193,976	a	1,781,214
Total Non-Departmental	1,718,238	0	193,976		1,912,214
TOTAL REQUIREMENTS	3,876,438	0	193,976		4,070,414

130 Public Safety Communications Fund

a) **Beginning Working Capital Reconciliation:** Increase the budgeted Beginning Working Capital by \$193,976, and increase Balance Available by the same amount. This adjustment brings the FY18 budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

131 Road Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	3,738,674	0	650,199	a	4,388,873
CHANGE TO WORKING CAPITAL					
REVENUE					
Licenses/Permits	2,023,500	0	0		2,023,500
Intergovernmental	9,906,446	0	0		9,906,446
Rental	108,604	0	0		108,604
Charges for Services	212,000	0	0		212,000
Miscellaneous	117,000	0	0		117,000
Total Revenue	12,367,550	0	0		12,367,550
TOTAL RESOURCES	16,106,224	0	650,199		16,756,423
II. REQUIREMENTS					
Department Operating					
Public Works	12,517,888	0	455,123	b,c,d	12,973,011
Total Department Operating	12,517,888	0	455,123		12,973,011
Non-Departmental					
Interfund Transfers	1,024,000	0	0		1,024,000
Balance Available	2,564,336	0	195,076	a,b,c,d	2,759,412
Total Non-Departmental	3,588,336	0	195,076		3,783,412
TOTAL REQUIREMENTS	16,106,224	0	650,199		16,756,423

131 Road Fund

a) **Beginning Working Capital Reconciliation:** Increase the budgeted Beginning Working Capital by \$650,199 and increase Balance Available by the same amount. This adjustment brings the FY18 budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

b) **Encumbrance Estimate Reconciliation:** Reduce Public Works Department operating appropriations by \$54,978 to reconcile the amount estimated for payment of obligations incurred but not paid in FY17 to the actual amount paid, and increase Balance Available by the same amount.

c) **Reappropriations:** Increase Public Works Department operating appropriations by \$300,101 for continued efforts related to the 2016 storm recovery and off-street pedestrian bridges projects not completed in the prior fiscal year and decrease Balance Available by the same amount.

d) **One-Time Funding Requests:** Increase Public Works Department operating appropriations by \$210,000 to develop strategies to incorporate new and emerging technologies into the Eugene 2035 Transportation System Plan (\$100,000), for November elections costs related to the street bond measure (\$110,000) and decrease balance available by \$210,000.

135 Telecom Registration/Licensing Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	2,674,007	0	3,525,349	a	6,199,356
CHANGE TO WORKING CAPITAL					
REVENUE					
Licenses/Permits	2,700,000	0	0		2,700,000
Intergovernmental	0	0	1,919,106	c	1,919,106
Miscellaneous	40,000	0	0		40,000
Interfund Transfer	0	400,000	0		400,000
Interfund Loan		1,200,000	0		1,200,000
Total Revenue	2,740,000	1,600,000	1,919,106		6,259,106
TOTAL RESOURCES	5,414,007	1,600,000	5,444,455		12,458,462
II. REQUIREMENTS					
Department Operating					
Central Services	2,747,204	(300,000)	3,969,000	b,c	6,416,204
Total Department Operating	2,747,204	(300,000)	3,969,000		6,416,204
Capital Projects					
Capital Projects	0	1,900,000	0		1,900,000
Total Capital Projects	0	1,900,000	0		1,900,000
Non-Departmental					
Interfund Transfers	487,000	0	0		487,000
Reserves	592,847	0	0		592,847
Balance Available	1,586,956	0	1,475,455	a,b,c	3,062,411
Total Non-Departmental	2,666,803	0	1,475,455		4,142,258
TOTAL REQUIREMENTS	5,414,007	1,600,000	5,444,455		12,458,462

135 Telecom Registration/Licensing Fund

a) **Beginning Working Capital Reconciliation:** Increase the budgeted Beginning Working Capital by \$3,525,349 and increase Balance Available by the same amount. This adjustment brings the FY18 budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

b) **Reappropriations:** Increase Central Services Department operating appropriations by \$2,049,894 for telecommunication projects not completed in the prior fiscal year (\$826,713), for unspent telecom equipment replacement funds (\$308,520, for the Downtown High Speed Fiber Project (\$914,661) and decrease Balance Available by the \$2,049,894.

c) **New Revenues:** Recognize Intergovernmental revenue in the amount of \$1,919,106 from the U.S. Economic Development Administration for the Downtown High Speed Fiber Project and increase Central Services Department operating appropriations by the same amount.

150 Construction and Rental Housing Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	5,568,004	0	(365,850)	a	5,202,154
CHANGE TO WORKING CAPITAL					
REVENUE					
Licenses/Permits	4,018,368	0	0		4,018,368
Charges for Services	4,697,285	0	0		4,697,285
Fines/Forfeitures	25,000	0	0		25,000
Miscellaneous	347,000	0	0		347,000
Total Revenue	9,087,653	0	0		9,087,653
TOTAL RESOURCES	14,655,657	0	(365,850)		14,289,807
II. REQUIREMENTS					
Department Operating					
Fire and Emergency Medical Services	333,961	0	0		333,961
Planning and Development	7,741,765	0	(49,577)	b	7,692,188
Public Works	465,363	0	0		465,363
Total Department Operating	8,541,089	0	(49,577)		8,491,512
Non-Departmental					
Interfund Transfers	919,000	0	0		919,000
Special Payments	880,000	0	0		880,000
Balance Available	4,315,568	0	(316,273)	a,b	3,999,295
Total Non-Departmental	6,114,568	0	(316,273)		5,798,295
TOTAL REQUIREMENTS	14,655,657	0	(365,850)		14,289,807

150 Construction and Rental Housing Fund

a) **Beginning Working Capital Reconciliation:** Decrease the budgeted Beginning Working Capital by \$365,850 and decrease Balance Available by the same amount. This adjustment brings the FY18 budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

b) **Encumbrance Estimate Reconciliation:** Reduce Planning and Development Department operating appropriations by \$49,577 to reconcile the amount estimated for payment of obligations incurred but not paid in FY17 to the actual amount paid, and increase Balance Available by the same amount.

155 Solid Waste/Recycling Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	799,443	0	(5,851)	a	793,592
CHANGE TO WORKING CAPITAL					
REVENUE					
Licenses/Permits	969,896	0	0		969,896
Intergovernmental	35,000	0	0		35,000
Miscellaneous	6,500	0	0		6,500
Total Revenue	1,011,396	0	0		1,011,396
TOTAL RESOURCES	1,810,839	0	(5,851)		1,804,988
II. REQUIREMENTS					
Department Operating					
Planning and Development	1,115,198	0	136,612	b,c	1,251,810
Total Department Operating	1,115,198	0	136,612		1,251,810
Non-Departmental					
Interfund Transfers	73,000	0	0		73,000
Balance Available	622,641	0	(142,463)	a,b,c	480,178
Total Non-Departmental	695,641	0	(142,463)		553,178
TOTAL REQUIREMENTS	1,810,839	0	(5,851)		1,804,988

155 Solid Waste/Recycling Fund

a) **Beginning Working Capital Reconciliation:** Decrease the budgeted Beginning Working Capital by \$5,851 and decrease Balance Available by the same amount. This adjustment brings the FY18 budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

b) **One-Time Funding Requests:** Increase Planning and Development Department operating appropriations by \$150,000 for a winter parks ambassador (\$30,000), for Waste Prevention and Green Building marketing and communications funding (\$15,000), for implementation of the multi-family recycling program (\$35,000), for continuation of the Repair Café's "Fix-It-Fair" (\$15,000), for a single family home waste composition study (\$35,000), for a sustainable product design pilot project (\$20,000), and decrease Balance Available by \$150,000.

c) **Encumbrance Estimate Reconciliation:** Reduce Planning and Development Department operating appropriations by \$13,388 to reconcile the amount estimated for payment of obligations incurred but not paid in FY17 to the actual amount paid, and increase Balance Available by the same amount.

170 Community Development Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	4,788,252	0	(639,452)	a	4,148,800
CHANGE TO WORKING CAPITAL					
REVENUE					
Intergovernmental	5,212,329	0	2,206,768	d	7,419,097
Charges for Services	5,000	0	0		5,000
Miscellaneous	715,144	0	0		715,144
Fiscal Transactions	3,016,700	0	0		3,016,700
Total Revenue	8,949,173	0	2,206,768		11,155,941
TOTAL RESOURCES	13,737,425	0	1,567,316		15,304,741
II. REQUIREMENTS					
Department Operating					
Planning and Development	3,890,857	0	110,006	a,b	4,000,863
Total Department Operating	3,890,857	0	110,006		4,000,863
Capital Projects					
Capital Projects	73,200	0	415,442		488,642
Capital Carryover	478,000	0	(478,000)	c	0
Total Capital Projects	551,200	0	(62,558)		488,642
Non-Departmental					
Debt Service	364,649	0	0		364,649
Interfund Transfers	93,000	0	0		93,000
Special Payments	7,651,061	0	914,636	a,d	8,565,697
Reserves	1,186,658	0	(1,511)	a	1,185,147
Balance Available	0	0	606,743	b,c	606,743
Total Non-Departmental	9,295,368	0	1,519,868		10,815,236
TOTAL REQUIREMENTS	13,737,425	0	1,567,316		15,304,741

170 Community Development Fund

a) **Beginning Working Capital Reconciliation:** Decrease the budgeted Beginning Working Capital by \$639,452, decrease Planning and Development Department operating appropriation by \$559,533, decrease Special Payments by \$78,408 and decrease Reserves by \$1,511. These adjustments bring the FY18 budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

b) **Encumbrance Estimate Reconciliation:** Reduce Planning and Development Department operating appropriations by \$128,743 to reconcile the amount estimated for payment of obligations incurred but not paid in FY17 to the actual amount paid, and increase Balance Available by the same amount.

c) **Capital Carryover Reconciliation:** Decrease capital appropriations by \$478,000 and increase Balance Available by the same amount. This adjustment reconciles the FY18 Capital Carryover Estimate to the actual ending FY17 capital projects balance.

d) **New Revenues:** Recognize Intergovernmental revenue in the amount of \$2,206,768 from HUD CDBG (\$1,531,486), EPA Brownfields Coalition Assessment grants (\$557,282), HUD HOME grant (\$118,000) and increase Planning and Development Department operating appropriations by \$798,282, increase Special Payments by \$993,044 for CDBG/HOME revolving fund loans and increase capital appropriations by \$415,442 for future housing development acquisitions.

180 Library, Parks, and Recreation Special Revenue Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	4,595,305	0	290,249	a	4,885,554
CHANGE TO WORKING CAPITAL					
REVENUE					
Intergovernmental	0	0	61,863	c	61,863
Rental	35,920	0	0		35,920
Charges for Services	25,000	0	0		25,000
Miscellaneous	437,301	0	0		437,301
Total Revenue	498,221	0	61,863		560,084
TOTAL RESOURCES	5,093,526	0	352,112		5,445,638
II. REQUIREMENTS					
Department Operating					
Library Recreation and Cultural Svcs	392,845	0	(22,845)	d	370,000
Public Works	0	0	10,335		10,335
Total Department Operating	392,845	0	(12,510)		380,335
Capital Projects					
Capital Projects	57,222	0	(2,680)	a	54,542
Capital Carryover	752,228	0	(3,265)	b	748,963
Total Capital Projects	809,450	0	(5,945)		803,505
Non-Departmental					
Reserves	2,761,895	0	366,711	a	3,128,606
Special Payments	86,872	0	2,051	a	88,923
Balance Available	1,042,464	0	1,805	a,b,c,d	1,044,269
Total Non-Departmental	3,891,231	0	370,567		4,261,798
TOTAL REQUIREMENTS	5,093,526	0	352,112		5,445,638

180 Library, Parks, and Recreation Special Revenue Fund

a) **Beginning Working Capital Reconciliation:** Increase the budgeted Beginning Working Capital by \$290,249, increase Reserves by \$366,711, increase Special Payments by \$2,051, decrease capital appropriations by \$2,680 and decrease Balance Available by \$75,833. These adjustments bring the FY18 budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

b) **Capital Carryover Reconciliation:** Decrease capital appropriations by \$3,265 and increase Balance Available by the same amount. This adjustment reconciles the FY18 Capital Carryover Estimate to the actual ending FY17 capital projects balance.

c) **Reappropriations:** Reappropriate \$61,863 in Intergovernmental Revenue for previous years grants and increase Balance Available by the same amount. Increase Public Works operating appropriations by \$10,335 for costs related to the December ice storm and decrease balance available by the same amount.

d) **Encumbrance Estimate Reconciliation:** Reduce the Library, Recreation and Cultural Services Department operating appropriations by \$22,845 to reconcile the amount estimated for payment of obligations incurred but not paid in FY17 to the actual amount paid, and increase Balance Available by the same amount.

211 General Obligation Debt Service Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	376,694	0	198,375	a	575,069
CHANGE TO WORKING CAPITAL					
REVENUE					
Taxes	13,045,331	0	0		13,045,331
Miscellaneous	25,000	0	0		25,000
Total Revenue	13,070,331	0	0		13,070,331
TOTAL RESOURCES	13,447,025	0	198,375		13,645,400
II. REQUIREMENTS					
Non-Departmental					
Debt Service	13,447,025	0	198,375	a	13,645,400
Total Non-Departmental	13,447,025	0	198,375		13,645,400
TOTAL REQUIREMENTS	13,447,025	0	198,375		13,645,400

211 General Obligation Debt Service Fund

a) **Beginning Working Capital Reconciliation:** Increase the budgeted Beginning Working Capital by \$198,375 and increase Debt Service by the same amount. This adjustment brings the FY18 budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

250 Special Assessment Bond Debt Service Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	71,188	0	3,107	a	74,295
CHANGE TO WORKING CAPITAL					
REVENUE					
Miscellaneous	31,100	0	0		31,100
Fiscal Transactions	220,250	0	0		220,250
Total Revenue	251,350	0	0		251,350
TOTAL RESOURCES	322,538	0	3,107		325,645
II. REQUIREMENTS					
Non-Departmental					
Debt Service	250,000	0	0		250,000
Interfund Transfers	10,000	0	0		10,000
Reserves	62,538	0	3,107	a	65,645
Total Non-Departmental	322,538	0	3,107		325,645
TOTAL REQUIREMENTS	322,538	0	3,107		325,645

250 Special Assessment Bond Debt Service Fund

a) ***Beginning Working Capital Reconciliation:*** Increase the budgeted Beginning Working Capital by \$3,107, and increase Reserves by the same amount. This adjustment brings the FY18 budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

310 General Capital Projects Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	23,704,117	0	(4,405,944)	a	19,298,173
CHANGE TO WORKING CAPITAL					
REVENUE					
Intergovernmental	0	0	696,327	d	696,327
Rental	15,000	0	0		15,000
Miscellaneous	37,414	0	540,000	a	577,414
Interfund Transfers	3,709,300	0	1,260,459	c	4,969,759
Fiscal Transactions	2,000,000	0	607,830	a	2,607,830
Total Revenue	5,761,714	0	3,104,616		8,866,330
TOTAL RESOURCES	29,465,831	0	(1,301,328)		28,164,503
II. REQUIREMENTS					
Department Operating					
Library, Recreation & Cultural Services	20,000	0	0		20,000
Total Department Operating	20,000	0	0		20,000
Capital Projects					
Capital Projects	3,205,878	0	1,794,071	a,c,d	4,999,949
Capital Carryover	22,825,376	0	(932,070)	a,b	21,893,306
Total Capital Projects	26,031,254	0	862,001		26,893,255
Non-Departmental					
Debt Service	40,000	0	0		40,000
Reserve	26,560	0	0		26,560
Balance Available	3,348,017	0	(2,163,329)	a,b	1,184,688
Total Non-Departmental	3,414,577	0	(2,163,329)		1,251,248
TOTAL REQUIREMENTS	29,465,831	0	(1,301,328)		28,164,503

310 General Capital Projects Fund

a) **Beginning Working Capital Reconciliation:** Decrease the budgeted Beginning Working Capital by \$4,405,944, increase Miscellaneous revenue by \$540,000, increase Fiscal Transactions by \$607,830, decrease capital appropriations by \$162,715, and decrease Balance Available by \$3,095,399. These adjustments bring the FY18 Budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

b) **Capital Carryover Reconciliation:** Decrease capital appropriations by \$932,070 and increase Balance Available by the same amount. This adjustment reconciles the FY18 Capital Carryover Estimate to the actual ending FY17 capital projects balance.

c) **One-Time Funding Requests:** Recognize Interfund Transfer in the amount of \$360,459 from the Risk Fund for the Emergency Operations Center and Police Special Operations site acquisition, and increase capital appropriations the same amount. Recognize Interfund Transfer in the amount of \$900,000 for the General Capital Projects transfer and increase capital appropriations by the same amount.

d) **New Revenues:** Recognize Intergovernmental revenue associated with the State of Oregon's Business Development Department grant in the amount of \$696,327 for seismic rehabilitation projects on fire stations and increase capital appropriations by the same amount.

330 System Development Capital Projects Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	28,235,956	0	(538,864)	a	27,697,092
CHANGE TO WORKING CAPITAL					
REVENUE					
Rental	159,840	0	0		159,840
Charges for Services	4,345,298	0	0		4,345,298
Miscellaneous	255,417	0	0		255,417
Total Revenue	4,760,555	0	0		4,760,555
TOTAL RESOURCES	32,996,511	0	(538,864)		32,457,647
II. REQUIREMENTS					
Department Operating					
Planning and Development	119,171	0	0		119,171
Public Works	544,406	0	(4,276)	b	540,130
Total Department Operating	663,577	0	(4,276)		659,301
Capital Projects					
Capital Projects	5,524,830	0	1,363,000	d	6,887,830
Capital Carryover	10,961,539	0	(684,646)	c	10,276,893
Total Capital Projects	16,486,369	0	678,354		17,164,723
Non-Departmental					
Interfund Transfers	44,000	0	0		44,000
Balance Available	15,802,565	0	(1,212,942)	a,b,c,d	14,589,623
	15,846,565	0	(1,212,942)		14,633,623
TOTAL REQUIREMENTS	32,996,511	0	(538,864)		32,457,647

330 System Development Capital Projects Fund

- a) **Beginning Working Capital Reconciliation:** Decrease the budgeted Beginning Working Capital by \$538,864 and decrease Balance Available by the same amount. This adjustment brings the FY18 Budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.
- b) **Encumbrance Estimate Reconciliation:** Reduce the Public Works Department operating appropriations by \$4,276 to reconcile the amount estimated for payment of obligations incurred but not paid in FY17 to the actual amount paid, and increase Balance Available by the same amount.
- c) **Capital Carryover Reconciliation:** Decrease capital appropriations by \$684,646 and increase Balance Available by the same amount. This adjustment reconciles the FY18 Capital Carryover Estimate to the actual ending FY17 capital projects balance.
- d) **One-Time Funding Requests:** Increase capital appropriations by \$363,000 for the grant match portions of the Commerce Connector Path (\$50,000), South Willamette Street (\$200,000) and Amazon Active Transportation Corridor (\$113,000) projects and decrease Balance Available by \$363,000. Increase capital appropriations by \$1,000,000 for EWEB Riverfront Development and decrease Balance Available by the same amount.

340 Transportation Capital Projects Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	19,740,258	0	(14,385,305)	a	5,354,953
CHANGE TO WORKING CAPITAL					
REVENUE					
Taxes	3,000,000	0	0		3,000,000
Intergovernmental	10,639,471	0	9,506,481	c,e	20,145,952
Miscellaneous	30,000	0	0		30,000
Charges for Services	50,000	0	135,577	c	185,577
Interfund Transfers	30,000	0	0		30,000
Fiscal Transactions	8,900,000	0	4,711,139	a	13,611,139
Total Revenue	22,649,471	0	14,353,197		37,002,668
TOTAL RESOURCES	42,389,729	0	(32,108)		42,357,621
II. REQUIREMENTS					
Capital Projects					
Capital Projects	22,701,671	0	333,461	c,d	23,035,132
Capital Carryover	18,817,755	0	(2,386,174)	b	16,431,581
Total Capital Projects	41,519,426	0	(2,052,713)		39,466,713
Non-Departmental					
Debt Service	10,000	0	0		10,000
Balance Available	860,303	0	2,020,605	a,b,d,e	2,880,908
Total Non-Departmental	870,303	0	2,020,605		2,890,908
TOTAL REQUIREMENTS	42,389,729	0	(32,108)		42,357,621

340 Transportation Capital Projects Fund

a) **Beginning Working Capital Reconciliation:** Decrease the budgeted Beginning Working Capital by \$14,385,305, increase Draws on General Obligation Line of Credit for bonds authorized but not sold in the prior fiscal year by \$4,711,139, and decrease Balance Available by \$9,674,166. These adjustments bring the FY18 budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

b) **Capital Carryover Reconciliation:** Decrease capital appropriations by \$2,386,174 and increase Balance Available by the same amount. This adjustment reconciles the FY18 Capital Carryover Estimate to the actual ending FY17 capital projects balance.

c) **New Revenues:** Recognize Intergovernmental revenue associated with an ODOT grant in the amount of \$90,733 for regional bike counters and increase capital appropriations by the same amount. Recognize Charges for Services revenues from developer charges associated with neighborhood traffic calming in the amount of \$54,168 and for street tree replacement in the amount of \$81,409 and increase capital appropriations by the same amount.

d) **One-time Funding Request:** Increase capital appropriations by \$107,151 for General Obligation capital bond costs and decrease Balance Available by the same amount.

e) **Reappropriations:** Reappropriate \$9,415,748 in Intergovernmental revenue for previous years grants and increase Balance Available by the same amount.

350 Special Assessment Capital Projects Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	1,200,412	0	40,034	a	1,240,446
CHANGE TO WORKING CAPITAL					
REVENUE					
Miscellaneous	33,900	0	0		33,900
Fiscal Transactions	7,000	0	0		7,000
Total Revenue	40,900	0	0		40,900
TOTAL RESOURCES	1,241,312	0	40,034		1,281,346
II. REQUIREMENTS					
Non-Departmental					
Interfund Transfers	20,000	0	0		20,000
Balance Available	1,221,312	0	40,034	a	1,261,346
Total Non-Departmental	1,241,312	0	40,034		1,281,346
TOTAL REQUIREMENTS	1,241,312	0	40,034		1,281,346

350 Special Assessment Capital Projects Fund

a) **Beginning Working Capital Reconciliation:** Increase the budgeted Beginning Working Capital by \$40,034 and increase Balance Available by the same amount. This adjustment brings the FY18 Budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

510 Municipal Airport Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	20,065,134	0	(10,430,486)	a	9,634,648
CHANGE TO WORKING CAPITAL					
REVENUE					
Licenses/Permits	32,650	0	0		32,650
Intergovernmental	891,563	0	7,676,924		8,568,487
Rental	1,206,039	0	0		1,206,039
Charges for Services	11,842,415	0	4,731,844	d,e	16,574,259
Fines/Forfeitures	4,600	0	0		4,600
Miscellaneous	579,000	0	0		579,000
Total Revenue	14,556,267	0	12,408,768		26,965,035
TOTAL RESOURCES	34,621,401	0	1,978,282		36,599,683
II. REQUIREMENTS					
Department Operating					
Fire and Emergency Medical Services	919,653	0	0		919,653
Police	634,276	0	0		634,276
Public Works	9,033,831	0	(436,706)	a,c	8,597,125
Total Department Operating	10,587,760	0	(436,706)		10,151,054
Capital Projects					
Capital Projects	6,551,000	0	2,329,910	d	8,880,910
Capital Carryover	11,615,302	0	(867,980)	b	10,747,322
Total Capital Projects	18,166,302	0	1,461,930		19,628,232
Non-Departmental					
Interfund Transfers	605,000	0	0		605,000
Reserves	139,025	0	0		139,025
Balance Available	5,123,314	0	953,058	a,b,c,d,e,f	6,076,372
Total Non-Departmental	5,867,339	0	953,058		6,820,397
TOTAL REQUIREMENTS	34,621,401	0	1,978,282		36,599,683

510 Municipal Airport Fund

- a) **Beginning Working Capital Reconciliation:** Decrease the budgeted Beginning Working Capital by \$10,430,486 and decrease Balance Available by the same amount. This adjustment brings the FY18 Budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.
- b) **Capital Carryover Reconciliation:** Decrease capital appropriations by \$867,980 and increase Balance Available by the same amount. This adjustment reconciles the FY18 Capital Carryover Estimate to the actual ending FY17 capital projects balance.
- c) **Encumbrance Estimate Reconciliation:** Decrease the Public Works Department operating appropriations by \$617,150 to reconcile the amount estimated for payment of obligations incurred but not paid in FY17 to the actual amount paid, and increase Balance Available by the same amount.
- d) **New Revenues:** Recognize Intergovernmental revenue in the amount of \$2,329,910 for an Airport Improvement grant for Taxiway Alpha and increase capital appropriations by the same amount. Increase Charges for Services revenue in the amount of \$4,626,400 for Customer Facility Charges (\$3,826,400) and for Passenger Facility Charges (\$800,000) and increase Balance Available by the same amount.
- e) **One-time Funding Request:** Increase Public Works Department operating appropriations in the amount of \$75,000 for an Airport Worker position and decrease Balance Available by the same amount. Increase Public Works Department operating appropriations in the amount of \$105,444 for enhanced services for the economy parking lot and increase Charges for Services revenues by the same amount.
- f) **Reappropriations:** Recognize Intergovernmental revenues in the amount of \$5,347,014 for supporting previously budgeted Airport capital projects and increase Balance Available by the same amount.

520 Parking Services Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	1,852,524	0	865,721	a	2,718,245
CHANGE TO WORKING CAPITAL					
REVENUE					
Rental	546,880	0	0		546,880
Charges for Services	4,942,940	0	0		4,942,940
Fines/Forfeitures	1,251,500	0	0		1,251,500
Miscellaneous	58,750	0	0		58,750
Total Revenue	6,800,070	0	0		6,800,070
TOTAL RESOURCES	8,652,594	0	865,721		9,518,315
II. REQUIREMENTS					
Department Operating					
Central Services	401,966	0	0		401,966
Planning and Development	6,267,708	0	(137,031)	b,d	6,130,677
Public Works	78,727	0	0		78,727
Total Department Operating	6,748,401	0	(137,031)		6,611,370
Capital Projects					
Capital Projects	250,000	0	0		250,000
Capital Carryover	48,200	0	(10,990)	c	37,210
Total Capital Projects	298,200	0	(10,990)		287,210
Non-Departmental					
Interfund Transfers	1,087,350	0	0		1,087,350
Balance Available	518,643	0	1,013,742	a,b,c,d	1,532,385
Total Non-Departmental	1,605,993	0	1,013,742		2,619,735
TOTAL REQUIREMENTS	8,652,594	0	865,721		9,518,315

520 Parking Services Fund

a) **Beginning Working Capital Reconciliation:** Increase the budgeted Beginning Working Capital by \$865,721 and increase Balance Available by the same amount. This adjustment brings the FY18 Budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

b) **Encumbrance Estimate Reconciliation:** Reduce the Planning and Development Department operating appropriations by \$157,031 to reconcile the amount estimated for payment of obligations incurred but not paid in FY17 to the actual amount paid, and increase Balance Available by the same amount.

c) **Capital Carryover Reconciliation:** Decrease capital appropriations by \$10,990 and increase Balance Available by the same amount. This adjustment reconciles the FY18 Capital Carryover Estimate to the actual ending FY17 capital projects balance.

d) **One-Time Funding Requests:** Increase Planning and Development Department operating appropriations by \$20,000 for 0.3 FTE as a finance manager for an interim period, and decrease Balance Available by the same amount.

530 Wastewater Utility Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	6,858,563	0	(1,366,254)	a	5,492,309
CHANGE TO WORKING CAPITAL					
REVENUE					
Licenses/Permits	16,000	0	0		16,000
Rental	6,132	0	0		6,132
Charges for Services	55,416,786	0	1,813,228	a,d	57,230,014
Fines/Forfeitures	5,000	0	0		5,000
Miscellaneous	45,500	0	0		45,500
Total Revenue	55,489,418	0	1,813,228		57,302,646
TOTAL RESOURCES	62,347,981	0	446,974		62,794,955
II. REQUIREMENTS					
Department Operating					
Public Works	25,179,845	0	280,414	b,d	25,460,259
Total Department Operating	25,179,845	0	280,414		25,460,259
Capital Projects					
Capital Projects	2,140,000	0	0		2,140,000
Capital Carryover	4,130,937	0	(418,299)	c	3,712,638
Total Capital Projects	6,270,937	0	(418,299)		5,852,638
Non-Departmental					
Interfund Transfers	1,785,000	0	0		1,785,000
Special Payments	28,765,127	0	0		28,765,127
Balance Available	347,072	0	584,859	a,b,c	931,931
Total Non-Departmental	30,897,199	0	584,859		31,482,058
TOTAL REQUIREMENTS	62,347,981	0	446,974		62,794,955

530 Wastewater Utility Fund

a) **Beginning Working Capital Reconciliation** : Decrease the budgeted Beginning Working Capital by \$1,366,254 and increase Charges for Services revenues by \$1,477,394, and increase Balance Available by \$111,140. These adjustments bring the FY18 Budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

b) **Encumbrance Estimate Reconciliation**: Decrease the Public Works Department operating appropriations by \$55,420 to reconcile the amount estimated for payment of obligations incurred but not paid in FY17 to the actual amount paid, and increase Balance Available by the same amount.

c) **Capital Carryover Reconciliation**: Decrease capital appropriations by \$418,299 and increase Balance Available by the same amount. This adjustment reconciles the FY18 Capital Carryover Estimate to the actual ending FY17 capital projects balance.

d) **Reappropriations**: Increase Public Works Department operating appropriations by \$335,834 for the Wastewater co-generation project that was not completed in the prior fiscal year, and increase Charges for Services revenues by the same amount.

539 Stormwater Utility Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	9,210,358	0	46,098	a	9,256,456
CHANGE TO WORKING CAPITAL					
REVENUE					
Licenses/Permits	155,000	0	0		155,000
Intergovernmental	0	0	976,791	c,e	976,791
Charges for Services	18,971,000	0	0		18,971,000
Miscellaneous	58,725	0	0		58,725
Total Revenue	19,184,725	0	976,791		20,161,516
TOTAL RESOURCES	28,395,083	0	1,022,889		29,417,972
II. REQUIREMENTS					
Department Operating					
Public Works	15,817,205	0	(12,387)	b,c,e	15,804,818
Total Department Operating	15,817,205	0	(12,387)		15,804,818
Capital Projects					
Capital Projects	3,165,000	0	53,160	e	3,218,160
Capital Carryover	5,028,347	0	(461,180)	d	4,567,167
Total Capital Projects	8,193,347	0	(408,020)		7,785,327
Non-Departmental					
Interfund Transfers	1,111,000	0	0		1,111,000
Special Payments	15,000	0	0		15,000
Balance Available	3,258,531	0	1,443,296	a,b,c,d	4,701,827
Total Non-Departmental	4,384,531	0	1,443,296		5,827,827
TOTAL REQUIREMENTS	28,395,083	0	1,022,889		29,417,972

539 Stormwater Utility Fund

a) **Beginning Working Capital Reconciliation:** Increase the budgeted Beginning Working Capital by \$46,098 and increase Balance Available by the same amount. This adjustment brings the FY18 Budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

b) **Encumbrance Estimate Reconciliation:** Reduce the Public Works Department operating appropriations by \$96,852 to reconcile the amount estimated for payment of obligations incurred but not paid in FY17 to the actual amount paid, and increase Balance Available by the same amount.

c) **Reappropriations:** Recognize Intergovernmental revenues supporting previously budgeted Stormwater capital projects in the amount of \$842,327 and increase Public Works Department operating appropriations by \$3,161 and increase Balance Available by \$839,166.

d) **Capital Carryover Reconciliation:** Decrease capital appropriations by \$461,180 and increase Balance Available by the same amount. This adjustment reconciles the FY18 Capital Carryover Estimate to the actual ending FY17 capital projects balance.

e) **New Revenues:** Recognize Intergovernmental revenue in the amount of \$134,464 from BLM for Native Plant Materials grant (\$53,160), Oregon State Weed Board grant (\$1,600), and BLM for Fuels Reduction grant (\$79,704) and increase Public Works Department operating appropriations by \$81,304, and capital appropriations by \$53,160.

592 Ambulance Transport Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	559,106	0	40,846	a	599,952
CHANGE TO WORKING CAPITAL					
REVENUE					
Intergovernmental	0	0	50,000	b	50,000
Charges for Services	8,265,522	0	0		8,265,522
Miscellaneous	499,011	0	300,020	b	799,031
Interfund Transfers	1,000,000	0	0		1,000,000
Total Revenue	9,764,533	0	350,020		10,114,553
TOTAL RESOURCES	10,323,639	0	390,866		10,714,505
II. REQUIREMENTS					
Department Operating					
Fire and Emergency Medical Services	9,340,077	0	350,020	b	9,690,097
Total Department Operating	9,340,077	0	350,020		9,690,097
Non-Departmental					
Interfund Transfers	979,757	0	0		979,757
Balance Available	3,805	0	40,846	a	44,651
Total Non-Departmental	983,562	0	40,846		1,024,408
TOTAL REQUIREMENTS	10,323,639	0	390,866		10,714,505

592 Ambulance Transport Fund

a) **Beginning Working Capital Reconciliation:** Increase the budgeted Beginning Working Capital by \$40,846 and increase Balance Available by the same amount. This adjustment brings the FY18 Budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

b) **New Revenue:** Increase Intergovernmental revenue in the amount of \$50,000 from the National Bioterrorism Hospital Preparedness Program grant and increase Fire and Emergency Medical Services Department operating appropriations by the same amount. Increase Miscellaneous revenue by \$300,020 for recovery of revenue from the City of Springfield for Battalion Chief support, logistical services, and materials and supplies used by the City of Springfield fire personnel and increase the Fire and Emergency Medical Services Department operating appropriations by the same amount.

600 Fleet Services Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	25,397,515	0	(4,758,683)	a	20,638,832
CHANGE TO WORKING CAPITAL					
REVENUE					
Rental	25,000	0	0		25,000
Charges for Services	9,410,443	0	0		9,410,443
Miscellaneous	780,000	0	0		780,000
Interfund Transfers	1,466,755	0	0		1,466,755
Total Revenue	11,682,198	0	0		11,682,198
TOTAL RESOURCES	37,079,713	0	(4,758,683)		32,321,030
II. REQUIREMENTS					
Department Operating					
Public Works	18,157,111	0	471,381	b, c	18,628,492
Total Department Operating	18,157,111	0	471,381		18,628,492
Non-Departmental					
Interfund Transfers	394,000	400,000	0		794,000
Reserves	17,157,656	(1,600,000)	(5,510,780)	a, c	10,046,876
Special Payments	0	1,200,000	0		1,200,000
Balance Available	1,370,946	0	280,716	a, b	1,651,662
Total Non-Departmental	18,922,602	0	(5,230,064)		13,692,538
TOTAL REQUIREMENTS	37,079,713	0	(4,758,683)		32,321,030

600 Fleet Services Fund

a) **Beginning Working Capital Reconciliation:** Decrease the budgeted Beginning Working Capital by \$4,758,683, decrease Reserves by \$4,260,780, and decrease Balance Available by \$497,903. These adjustments bring the FY18 Budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

b) **Encumbrance Estimate Reconciliation:** Reduce the Public Works Department operating appropriations by \$778,619 to reconcile the amount estimated for payment of obligations incurred but not paid in FY17 to the actual amount paid, and increase Balance Available by the same amount.

c) **Reappropriations:** Increase Public Works Department operating appropriations by \$1,250,000 for the purchase of motor vehicles and decrease Reserves by the same amount.

610 Information Systems and Services Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	10,991,897	0	775,522	a	11,767,419
CHANGE TO WORKING CAPITAL					
REVENUE					
Charges for Services	7,049,845	0	0		7,049,845
Miscellaneous	5,000	0	0		5,000
Total Revenue	7,054,845	0	0		7,054,845
TOTAL RESOURCES	18,046,742	0	775,522		18,822,264
II. REQUIREMENTS					
Department Operating					
Central Services	13,762,115	0	148,973	b,c	13,911,088
Total Department Operating	13,762,115	0	148,973		13,911,088
Non-Departmental					
Interfund Transfers	402,000	0	0		402,000
Reserves	1,617,024	0	(300,000)	b	1,317,024
Balance Available	2,265,603	0	926,549	a,b,c	3,192,152
Total Non-Departmental	4,284,627	0	626,549		4,911,176
TOTAL REQUIREMENTS	18,046,742	0	775,522		18,822,264

610 Information Systems and Services Fund

a) **Beginning Working Capital Reconciliation:** Increase the budgeted Beginning Working Capital by \$775,522, and increase Balance Available by the same amount. This adjustment brings the FY18 Budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

b) **One-Time Funding Requests:** Increase Central Services Department operating appropriations by \$300,000 for the Municipal Court case management software acquisition, and decrease Reserves by the same amount. Increase Central Services Department operating appropriations by \$422,880 for continued work on the Corporate Renovation Project, and decrease Balance Available by the same amount.

c) **Encumbrance Estimate Reconciliation:** Reduce the Central Services Department operating appropriations by \$573,907 to reconcile the amount estimated for payment of obligations incurred but not paid in FY17 to the actual amount paid, and increase Balance Available by the same amount.

615 Facilities Services Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	3,585,082	0	283,354	a	3,868,436
CHANGE TO WORKING CAPITAL					
REVENUE					
Rental	529,554	0	0		529,554
Charges for Services	10,218,866	0	0		10,218,866
Miscellaneous	13,500	0	0		13,500
Total Revenue	10,761,920	0	0		10,761,920
TOTAL RESOURCES	14,347,002	0	283,354		14,630,356
II. REQUIREMENTS					
Department Operating					
Central Services	10,092,109	0	(57,352)	b	10,034,757
Planning and Development	507,065	0	(9,956)	b	497,109
Total Department Operating	10,599,174	0	(67,308)		10,531,866
Capital Projects					
Capital Projects	375,000	0	(189,449)	d	185,551
Capital Carryover	256,860	0	(256,860)	b	0
Total Capital Projects	631,860	0	(446,309)		185,551
Non-Departmental					
Debt Service	211,165	0	0		211,165
Interfund Transfers	477,000	0	0		477,000
Reserves	412,000	0	0		412,000
Balance Available	2,015,803	0	796,971	a,b,c,d	2,812,774
Total Non-Departmental	3,115,968	0	796,971		3,912,939
TOTAL REQUIREMENTS	14,347,002	0	283,354		14,630,356

615 Facilities Services Fund

a) **Beginning Working Capital Reconciliation:** Increase the budgeted Beginning Working Capital by \$283,354 and increase Balance Available by the same amount. This adjustment brings the FY18 budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

b) **Encumbrance Estimate Reconciliation:** Decrease Central Services Department operating appropriations by \$57,352, decrease Planning and Development operating appropriations by \$9,956 and increase Balance Available by \$67,308 to reconcile the amount estimated for payment of obligations incurred but not paid in FY17 to the actual amount paid.

c) **Capital Carryover Reconciliation:** Decrease capital appropriations by \$256,860 and increase Balance Available by the same amount. This adjustment reconciles the FY18 Capital Carryover Estimate to the actual ending FY17 capital projects balance.

d) **Capital Projects:** Decrease capital appropriations by \$189,449 for completion of the Atrium improvements in FY17 and increase Balance Available by the same amount.

620 Risk and Benefits Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	14,432,427	0	1,734,303	a	16,166,730
CHANGE TO WORKING CAPITAL					
REVENUE					
Intergovernmental	200,000	0	0		200,000
Charges for Services	43,998,513	0	0		43,998,513
Miscellaneous	333,795	0	0		333,795
Total Revenue	44,532,308	0	0		44,532,308
TOTAL RESOURCES	58,964,735	0	1,734,303		60,699,038
II. REQUIREMENTS					
Department Operating					
Central Services	38,017,440	0	(43,546)	c	37,973,894
Total Department Operating	38,017,440	0	(43,546)		37,973,894
Non-Departmental					
Debt Service	6,674,500	0	0		6,674,500
Interfund Transfers	224,000	0	360,459	b	584,459
Reserves	6,961,697	0	68,857	a	7,030,554
Balance Available	7,087,098	0	1,348,533	a,b,c	8,435,631
Total Non-Departmental	20,947,295	0	1,777,849		22,725,144
TOTAL REQUIREMENTS	58,964,735	0	1,734,303		60,699,038

620 Risk and Benefits Fund

- a) **Beginning Working Capital Reconciliation:** Increase the budgeted Beginning Working Capital by \$1,734,303, increase Reserves by \$68,857, and increase Balance Available by \$1,665,446. These adjustments bring the FY18 Budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.
- b) **One-Time Funding Requests:** Increase Interfund Transfers by \$360,459 for the Emergency Operations Center site acquisition, and decrease Balance Available by the same amount.
- c) **Encumbrance Estimate Reconciliation:** Reduce the Central Services Department operating appropriations by \$43,546 to reconcile the amount estimated for payment of obligations incurred but not paid in FY17 to the actual amount paid, and increase Balance Available by the same amount.

630 Professional Services Fund

	FY18 Adopted	FY18 SB1 Action	FY18 SB2 Action		FY18 Revised
I. RESOURCES					
BEGINNING WORKING CAPITAL	2,145,997	0	18,064	a	2,164,061
CHANGE TO WORKING CAPITAL					
REVENUE					
Charges for Services	6,872,859	0	0		6,872,859
Miscellaneous	15,000	0	0		15,000
Total Revenue	6,887,859	0	0		6,887,859
TOTAL RESOURCES	9,033,856	0	18,064		9,051,920
II. REQUIREMENTS					
Department Operating					
Public Works	6,642,967	0	(3,252)	b	6,639,715
Total Department Operating	6,642,967	0	(3,252)		6,639,715
Non-Departmental					
Interfund Transfers	920,000	0	0		920,000
Reserves	388,512	0	0		388,512
Balance Available	1,082,377	0	21,316	a,b	1,103,693
Total Non-Departmental	2,390,889	0	21,316		2,412,205
TOTAL REQUIREMENTS	9,033,856	0	18,064		9,051,920

630 Professional Services Fund

a) **Beginning Working Capital Reconciliation:** Increase the budgeted Beginning Working Capital by \$18,064 and increase Balance Available by the same amount. This adjustment brings the FY18 budgeted Beginning Working Capital in compliance with the audited FY17 actual revenues and expenditures as determined by Isler & Company, LLC, the City's external auditor.

b) **Encumbrance Estimate Reconciliation:** Reduce the Public Works Department operating appropriations by \$3,252 to reconcile the amount estimated for payment of obligations incurred but not paid in FY17 to the actual amount paid, and increase Balance Available by the same amount.

**A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET;
MAKING APPROPRIATIONS FOR THE CITY OF EUGENE
FOR THE FISCAL YEAR BEGINNING JULY 1, 2017,
AND ENDING JUNE 30, 2018.**

The City Council of the City of Eugene finds that Adopting the Supplemental Budget and Making Appropriations is necessary under ORS 294.471.

NOW THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EUGENE, A
Municipal Corporation of the State of Oregon, as follows:

Section 1.

That the Supplemental Budget for the City of Eugene, Oregon, for the fiscal year beginning July 1, 2017, and ending June 30, 2018, as set forth in attached Exhibit A is hereby adopted.

Section 2.

The supplemental amounts for the fiscal year beginning July 1, 2017, and ending June 30, 2018, and for the purposes shown in attached Exhibit A are hereby appropriated.

Section 3.

That this Supplemental Budget is prepared in accordance with ORS 294.471(1), which authorizes the formulation of a supplemental budget resulting from "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 and that requires a change in financial planning." This Supplemental Budget was published in accordance with ORS 294.471(3).

Section 4.

This resolution complies with ORS 294.471(4), and does not authorize an increase in the levy of property taxes above the amount in the Adopted Budget publication.

The foregoing resolution adopted this 11th day of December, 2017.

City Recorder

EXHIBIT A

Amounts
in dollars

GENERAL FUND

Department Operating

Central Services	2,578,134
Fire and Emergency Medical Services	1,499,288
Library, Recreation and Cultural Services	2,027,302
Planning and Development	2,057,183
Police	1,198,594
Public Works	549,541

Total Department Operating	9,910,042
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Non-Departmental

Contingency	(12,000)
Interfund Transfers	900,000
Reserves	(3,030,676)

Total Non-Departmental	(2,142,676)
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TOTAL GENERAL FUND	7,767,366
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SPECIAL ASSESSMENT MANAGEMENT FUND

Non-Departmental

* Balance Available	17,612
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Total Non-Departmental	17,612
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TOTAL SPECIAL ASSESSMENT MANAGEMENT FUND	17,612
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LIBRARY LOCAL OPTION LEVY FUND

Non-Departmental

* Balance Available	770,440
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Total Non-Departmental	770,440
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TOTAL LIBRARY LOCAL OPTION LEVY FUND	770,440
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PUBLIC SAFETY COMMUNICATIONS FUND

Non-Departmental

* Balance Available	193,976
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Total Non-Departmental	193,976
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TOTAL PUBLIC SAFETY COMMUNICATIONS FUND	193,976
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ROAD FUND

Department Operating	
Public Works	455,123
Total Department Operating	<u>455,123</u>
Non-Departmental	
* Balance Available	195,076
Total Non-Departmental	<u>195,076</u>
TOTAL ROAD FUND	<u>650,199</u>

TELECOM REGISTRATION/LICENSING FUND

Department Operating	
Central Services	3,969,000
Total Department Operating	<u>3,969,000</u>
Non-Departmental	
* Balance Available	1,475,455
Total Non-Departmental	<u>1,475,455</u>
TOTAL TELECOM REGISTRATION/LICENSING FUND	<u>5,444,455</u>

CONSTRUCTION AND RENTAL HOUSING FUND

Department Operating	
Planning and Development	(49,577)
Total Department Operating	<u>(49,577)</u>
Non-Departmental	
* Balance Available	(316,273)
Total Non-Departmental	<u>(316,273)</u>
TOTAL CONSTRUCTION AND RENTAL HOUSING FUND	<u>(365,850)</u>

SOLID WASTE/RECYCLING FUND

Department Operating	
Planning and Development	136,612
Total Department Operating	<u>136,612</u>
Non-Departmental	
* Balance Available	(142,463)
Total Non-Departmental	<u>(142,463)</u>
TOTAL SOLID WASTE/RECYCLING FUND	<u>(5,851)</u>

COMMUNITY DEVELOPMENT FUND

Department Operating	
Planning and Development	110,006
Total Department Operating	<u>110,006</u>
Capital Projects	
Capital Projects	(62,558)
Total Capital Projects	<u>(62,558)</u>
Non-Departmental	
* Reserves	(1,511)
* Balance Available	606,743
Special Payments	914,636
Total Non-Departmental	<u>1,519,868</u>
TOTAL COMMUNITY DEVELOPMENT FUND	<u>1,567,316</u>

LIBRARY, PARKS AND RECREATION SPECIAL REVENUE FUND

Department Operating	
Library Recreation and Cultural Svcs	(22,845)
Public Works	10,335
Total Department Operating	<u>(12,510)</u>
Capital Projects	
Capital Projects	(5,945)
Total Capital Projects	<u>(5,945)</u>
Non-Departmental	
* Reserves	366,711
* Balance Available	1,805
Special Payments	2,051
Total Non-Departmental	<u>370,567</u>
TOTAL LIBRARY, PARKS AND REC. SPECIAL REVENUE FUND	<u>352,112</u>

GENERAL OBLIGATION DEBT SERVICE FUND

Non-Departmental	
Debt Service	198,375
Total Non-Departmental	<u>198,375</u>
TOTAL GENERAL OBLIGATION DEBT SERVICE FUND	<u>198,375</u>

SPECIAL ASSESSMENT BOND DEBT SERVICE FUND

Non-Departmental	
* Reserves	3,107
Total Non-Departmental	<u>3,107</u>
TOTAL SPECIAL ASSESSMENT BOND DEBT SVC. FUND	<u>3,107</u>

GENERAL CAPITAL PROJECTS FUND

Capital Projects	
Capital Projects	862,001
Total Capital Projects	<u>862,001</u>
Non-Departmental	
* Balance Available	(2,163,329)
Total Non-Departmental	<u>(2,163,329)</u>
TOTAL GENERAL CAPITAL PROJECTS FUND	<u>(1,301,328)</u>

SYSTEMS DEVELOPMENT CAPITAL PROJECTS FUND

Department Operating	
Public Works	(4,276)
Total Department Operating	<u>(4,276)</u>
Capital Projects	
Capital Projects	678,354
Total Capital Projects	<u>678,354</u>
Non-Departmental	
* Balance Available	(1,212,942)
Total Non-Departmental	<u>(1,212,942)</u>
TOTAL SYSTEMS DEVELOPMENT CAP. PROJECTS FUND	<u>(538,864)</u>

TRANSPORTATION CAPITAL PROJECTS FUND

Capital Projects	
Capital Projects	(2,052,713)
Total Capital Projects	<u>(2,052,713)</u>
Non-Departmental	
* Balance Available	2,020,605
Total Non-Departmental	<u>2,020,605</u>
TOTAL TRANSPORTATION CAPITAL FUND	<u>(32,108)</u>

SPECIAL ASSESSMENTS CAPITAL PROJECTS FUND

Non-Departmental	
* Balance Available	40,034
Total Non-Departmental	<u>40,034</u>
TOTAL SPECIAL ASSESSMENTS CAP. PROJECTS FUND	<u>40,034</u>

MUNICIPAL AIRPORT FUND

Department Operating	
Public Works	(436,706)
Total Department Operating	<u>(436,706)</u>
Capital Projects	
Capital Projects	1,461,930
Total Capital Projects	<u>1,461,930</u>
Non-Departmental	
* Balance Available	953,058
Total Non-Departmental	<u>953,058</u>
TOTAL MUNICIPAL AIRPORT FUND	<u>1,978,282</u>

PARKING SERVICES FUND

Department Operating	
Planning and Development	(137,031)
Total Department Operating	<u>(137,031)</u>
Capital Projects	
Capital Projects	(10,990)
Total Capital Projects	<u>(10,990)</u>
Non-Departmental	
* Balance Available	1,013,742
Total Non-Departmental	<u>1,013,742</u>
TOTAL PARKING SERVICES FUND	<u>865,721</u>

WASTEWATER UTILITY FUND

Department Operating	
Public Works	280,414
Total Department Operating	<u>280,414</u>
Capital Projects	
Capital Projects	(418,299)
Total Capital Projects	<u>(418,299)</u>
Non-Departmental	
* Balance Available	584,859
Total Non-Departmental	<u>584,859</u>
TOTAL WASTEWATER UTILITY FUND	<u>446,974</u>

STORMWATER UTILITY FUND

Department Operating	
Public Works	(12,387)
Total Department Operating	<u>(12,387)</u>
Capital Projects	
Capital Projects	(408,020)
Total Capital Projects	<u>(408,020)</u>
Non-Departmental	
* Balance Available	1,443,296
Total Non-Departmental	<u>1,443,296</u>
TOTAL STORMWATER UTILITY FUND	<u>1,022,889</u>

AMBULANCE TRANSPORT FUND

Department Operating	
Fire and Emergency Medical Services	350,020
Total Department Operating	<u>350,020</u>
Non-Departmental	
* Balance Available	40,846
Total Non-Departmental	<u>40,846</u>
TOTAL AMBULANCE TRANSPORT FUND	<u>390,866</u>

FLEET SERVICES FUND

Department Operating	
Public Works	471,381
Total Department Operating	<u>471,381</u>
Non-Departmental	
* Reserves	(5,510,780)
* Balance Available	280,716
Total Non-Departmental	<u>(5,230,064)</u>
TOTAL FLEET SERVICES FUND	<u>(4,758,683)</u>

INFORMATION SYSTEMS AND SERVICES FUND

Department Operating	
Central Services	148,973
Total Department Operating	<u>148,973</u>
Non-Departmental	
* Reserves	(300,000)
* Balance Available	926,549
Total Non-Departmental	<u>626,549</u>
TOTAL INFORMATION SYSTEMS AND SERVICES FUND	<u>775,522</u>

FACILITIES SERVICES FUND

Department Operating	
Central Services	(57,352)
Planning and Development	(9,956)
Total Department Operating	<u>(67,308)</u>
Capital Projects	
Capital Projects	(446,309)
Total Capital Projects	<u>(446,309)</u>
Non-Departmental	
* Balance Available	796,971
Total Non-Departmental	<u>796,971</u>
TOTAL FACILITIES SERVICES FUND	<u>283,354</u>

RISK AND BENEFITS FUND

Department Operating	
Central Services	(43,546)
Total Department Operating	<u>(43,546)</u>
Non-Departmental	
Interfund Transfers	360,459
* Reserves	68,857
* Balance Available	1,348,533
Total Non-Departmental	<u>1,777,849</u>
TOTAL RISK AND BENEFITS FUND	<u>1,734,303</u>

PROFESSIONAL SERVICES FUND

Department Operating	
Public Works	(3,252)
Total Department Operating	<u>(3,252)</u>
Non-Departmental	
* Balance Available	21,316
Total Non-Departmental	<u>21,316</u>
TOTAL PROFESSIONAL SERVICES FUND	<u>18,064</u>
TOTAL REQUIREMENTS - ALL FUNDS	<u>17,518,283</u>

* Reserves, Balance Available, and UEFB amounts are not appropriated for spending and are shown for informational purposes only.