November 2, 2020 - Vancouver City Council Meeting Minutes

WORKSHOPS

Workshops were conducted remotely over video conference utilizing a GoToMeeting platform. Members of the public were invited to view the meeting via the live broadcast on www.cvtv.org and CVTV cable channels 23 or HD 323, or on the City' s Facebook page, www.facebook.com/VancouverUS, or listen via the GoToMeeting conference call.

4:30-6:00 p.m. 2021-2022 Recommended Biennial Budget Review

Natasha Ramras, Chief Financial Officer, 360-487-8484

Summary
Staff provided Council with a recap of the 2021-2022 proposed biennial budget, including changes made as a result of previous Council workshop discussions and an overview of the budget package being brought forward for Council action starting on November 9.

REGULAR COUNCIL MEETING

This meeting was conducted remotely over video conference utilizing a GoToMeeting platform. Members of the public were invited to view the meeting via the live broadcast on www.cvtv.org and CVTV cable channels 23 or HD 323, or on the City's Facebook page, www.facebook.com/VancouverUS. Public access and testimony on Consent Agenda and Public Hearing items was also facilitated via the GoToMeeting conference call.

Call to Order and Roll Call

The regular meeting of the Vancouver City Council was called to order at 6:30 p.m. by Mayor McEnerny-Ogle. This meeting was conducted remotely over video conference.

Present: Councilmembers Fox, Paulsen, Lebowsky, Glover, Stober, Hansen, Mayor McEnerny-Ogle

Absent: None

Also present on the call were the following: Eric Holmes, City Manager; Jonathan Young, City Attorney; Amanda Delapena, Assistant to the City Council; Teresa Brum, Economic Development Division Manager; Brian Carlson, Interim Deputy City Manager; Chad Eiken, Community and Economic Development Director; Charles Fell, Senior Civil Engineer; Julie Hannon, Parks and Recreation Director; Ryan Lopossa, Streets and Transportation Manager; James McElvain, Police Chief; Bryan Monroe, Associate Planner; Troy Price, Assistant Police Chief; Peggy Sheehan, Community Development Programs Manager; Bryan Snodgrass, Principal Planner; Dan Swensen, Interim Public Works Director; Monica Tubberville, Senior Planner; and members of the public.

Mayor McEnerny-Ogle noted Chief McElvain had been asked to provide Council with an update regarding civil unrest in the downtown area over the past weekend, and that briefing would take place at the beginning of the Communications portion of the agenda.

Approval of Minutes

Minutes - October 12, 2020

Motion by Councilmember Glover, seconded by Councilmember Paulsen, and carried unanimously to approve the meeting minutes of October 12, 2020.

Minutes - October 19, 2020

Motion by Councilmember Paulsen, seconded by Councilmember Glover, and carried unanimously to approve the meeting minutes of October 19, 2020.

Citizen Communication (Items 1-5)

Mayor McEnerny-Ogle opened Citizen Communication and, receiving no testimony, closed Citizen Communication.

Consent Agenda (Items 1-5)

Motion by Councilmember Stober, seconded by Councilmember Lebowsky, and carried unanimously to approve the Consent Agenda.

1. Completion of Construction, East Mill Plain Boulevard NHS Resurfacing

Staff Report 148-20

Summary
Granite Construction Company of Vancouver, Washington, has satisfactorily completed the subject improvements in accordance with the plans and specifications. The original construction contract bid amount was $1,233,233.00. Quantity adjustments during construction decreased the contract amount by 5.0% to $1,171,353.82.

There was no apprenticeship goal for this project because federal requirements for grant projects do not allow the inclusion of local agency apprenticeship programs.

Request: Accept the East Mill Plain Boulevard NHS Resurfacing Project as constructed by Granite Construction Company of Vancouver, Washington, subject to receipt of all documentation required by law.

Charles Fell, Senior Civil Engineer, 369-487-7790

Motion approved the request.

2. Vancouver Waterfront Park, construction acceptance and release of retainage bond.

Staff Report 149-20

Summary
The project constructed the Vancouver Waterfront Park.

The original construction contract bid amount was $9,984,781.51. Change orders and quantity *adjustments during construction increased the contract amount by 9.8% to $10,960,568.78. The largest change was $167,084 for the addition of two public restrooms and a small building that houses the park's electrical panels. These items were not included in the original scope of the project because the City had to coordinate the design of the restrooms and electrical panel building with adjacent developers after the Vancouver Waterfront Park project began construction.*

Tapani Inc. of Battle Ground, Washington, has satisfactorily completed the subject improvements in accordance with the plans and specifications.

Request: Accept the Waterfront Park Regional Trail as constructed by Tapani Inc. of Battle Ground, Washington, and authorize release of the retainage bond, subject to receipt of all documentation required by law.

Charles Fell, Senior Civil Engineer, 360-487-7790

Motion approved the request.

3. **2020 Central Curb Ramps Project, Construction Acceptance and Release of Retainage**

Staff Report 150-20

Summary
Halme Excavating Inc. of Battle Ground, WA, has satisfactorily completed the subject improvements in accordance with the contract plans and specifications. The original contract bid amount was $343,763.50. Quantity adjustments and a contract change order to correct the tax rule in accordance with Washington Administrative Code decreased the contract value by 9% to $312,766.79. There were no apprenticeship requirements for this project because the contract amount falls below the $500,000 policy threshold for the requirement of an apprenticeship goal.

Request: Accept the 2020 Central Curb Ramps as constructed by Halme Excavating, Inc., of Battle Ground, Washington, and authorize release of retainage in the amount of $15,638.34, subject to receipt of all documentation required by law.

Charles Fell, Senior Civil Engineer, 360-487-7790

Motion approved the request.

4. **2020 Pavement Repairs Project, Construction Acceptance and Release of Retainage**

Staff Report 151-20

Summary
Granite Construction Co. of Vancouver, WA, has satisfactorily completed the subject improvements in accordance with the contract plans and specifications.

The original contract bid amount was $576,576. Contract change orders and quantity adjustments increased the contract amount by 24% to $715,711.28. Due to COVID-19 budget reductions, City crews were not able to use temporary help for pavement preparation as they normally do. This put the pavement preparation process significantly behind schedule. A substantial portion of the additional costs facilitated the completion of necessary pavement repairs. This was achieved by supplementing City forces with contractor crews for added pavement preparation by the contractor. A smaller part of the additional costs added portable changeable message signs to the contract, an item which was inadvertently omitted from the original contract bid.

There was an apprenticeship requirement of 3% for this project. To fulfill the apprenticeship requirements the contractor needed a minimum of 65.9 delivered apprenticeship hours. The contractor successfully met the apprenticeship goal by delivering a total of 121.5 apprenticeship hours for the project, yielding an actual apprenticeship utilization rate of 6%.

The work was completed satisfactorily in accordance with the plans and specifications.

Request: Accept the 2020 Pavement Repairs Project as constructed by Granite Construction Company, of Vancouver, Washington, and authorize release of retainage in the amount of $35,785.56, subject to receipt of all documentation required by law.

Charles Fell, Senior Civil Engineer, 360-487-7790

Motion approved the request.

5. 2020 Slurry Seal Project, Construction Acceptance and Release of Retainage

Staff Report 152-20

Summary
Blackline Inc. of Vancouver, WA, has satisfactorily completed the subject improvements in accordance with the contract plans and specifications. The original contract bid amount was $448,205. Quantity adjustments during construction reduced the contract amount by approximately 5.8% for a final contract value of $422,070.50. There were no apprenticeship requirements for this project as the contracted amount fell below the policy threshold of $500,000 for the establishment of an apprenticeship goal.

Request: Accept the 2020 Slurry Seal Project as constructed by Blackline Inc., of Vancouver, Washington, and authorize release of retainage in the amount of $21,103.53, subject to receipt of all documentation required by law.

Charles Fell, Senior Civil Engineer, 360-487-7790

Motion approved the request.

Public Hearings (Items 6-8)

6. 2019 CDBG / HOME Consolidated Annual Performance Report

Staff Report 153-20

Summary
The Consolidated Annual Performance Evaluation Report (CAPER) is designed to provide a meaningful overview of the funding activities administered by the Vancouver CDBG and HOME programs in the 2019 Program Year (July 1, 2019, through June 30, 2020). The CAPER also provides a measuring tool to track the City's progress in meeting the goals, objectives, and areas of priority identified in the 2019-2023 Consolidated five-year Plan.

The 2019 CAPER marks the seventeenth year for Vancouver as a CDBG entitlement city and the eleventh year as a HOME Investment Partnership Program participating jurisdiction. The 2019 CAPER is the first year of reporting under the 2019-2023 five-year Consolidated Plan.

In the 2019 Program Year Vancouver expended $1,278,810 (PR05) in CDBG funds, and $671,294.65 in HOME funds (PR05). (These expenditure amounts may also include funding from previous program years that was expended during the 2019 program year.) These funds were spent on programs focused on local needs that follow the national objectives, goals and outcomes for the CDBG and HOME programs administered by the U.S. Department of Housing and Urban Development. The funding allocated by the City of Vancouver projects leveraged additional federal, state, and other local funds, resulting in an approximate leveraging ratio of 1:9 of City to total funding for 2019 CDBG and a ratio of 1:15 for 2019 HOME funding.

Goal	***Outcome***
Increase and Preserve Affordable Housing	*325 households Assisted*

Increase Economic Opportunity	*99 Persons Assisted*
Public Services	*5,050 Persons Assisted*
Public facilities	*16,890 Persons Assisted*

The 2019 CAPER can be found online at www.cityofvancouver.us/cdbg.

Request: Following a public hearing, approve the 2019 CAPER report for submission to the HUD Region X Office for approval.

Peggy Sheehan, Community Development Programs Manager, 487-7952; Bryan Monroe, Associate Planner, 487-7958

Peggy Sheehan, Community Development Programs Manager, provided a summary of the CDBG and HOME program over the past year.

Mayor McEnerny-Ogle opened the public hearing and, receiving no testimony, closed the public hearing.

Motion by Councilmember Stober, seconded by Councilmember Lebowsky, and carried unanimously to approve the request.

7. **112th Avenue Apartments proposal to change zoning map designation from R-30 to R-35 for a 2.6-acre site comprising adjacent properties at 501 NE 112th Ave and 11312 NE 4th Street**

Staff Report 147-20

AN ORDINANCE relating to zoning for the City of Vancouver and Vancouver Municipal Code (VMC) Title 20; amending the Vancouver Zoning map designation for adjacent properties at 501 NE 112th Ave and 11312 NE 4th Street, tax parcel numbers 164942000 and 164946000, subject to entering into a Development Agreement to limit future building heights; providing for severability; and providing for an effective date.

Summary

The proposed change from R-30 to R-35 zoning would modestly increase the size of potential future apartment development on the site, from 46 to 53 or 54 units. Potential vehicle traffic to and from the site after development would increase from an estimated 231 to 269 daily trips. The Planning Commission recommended approval at July 14, 2020, public hearing at which a neighboring property owner testified with concerns about additional traffic impact from future development on 4th Street, a private road. Commission discussion focused on potential future development of the site, including a recommendation to limit future building heights to 50 feet. The Commission considered but did not recommend also requiring that a percentage of the development be devoted to three-bedroom units. The applicant indicates that future development of the site if the zone change is approved would likely consist of one- and two-bedroom units only, with building heights below 50 feet unless three-bedroom units are required, which may necessitate higher building heights. Included are links to the Planning Commission public hearing staff report, CVTV recording, and audio.

Detailed estimates of the overall citywide need for three-bedroom units are not readily available from non-proprietary sources, and will need to be developed as part of the next full update of the Vancouver Comprehensive Plan beginning in 2022. As summarized at the October 5 Council workshop, three-bedroom units currently account for 12% of apartment units listed citywide according to Apartments.com, with an average monthly rent of $1,589 compared to an average of $1,233 for all other units.

Within Vancouver, a comparison between the number of three bedroom apartment units or homes for rent, and the number of local renting households who could be served by those units or homes suggests there is a local shortage. The American Community Survey reports that there were 8707 *three bedroom units or homes for rent citywide in 2019, but a roughly estimated 13,942 renter households potentially needing those units. About half of the 13,942 figure is three person renter households, and about half four person renter households, reflecting the fact that in many cases bedrooms are shared, either by adult couples or two or more smaller children.*

Recent (2014-2018) data from the American Community Survey shows the following comparisons with other jurisdictions:

	City of Vancouver	*Portland/Vancouver/ Salem CSA*	*Washington*	*U.S.*
Median income, all households	*$64,861*	*$66,769*	*$70,116*	*$60,293*
Median income, three/four person households	*$81,220/ $87,000*	*$85,859/ $96,546*	*$88,941/ $100,974*	*$77,463/ $89,780*
Percentage of renter households	*41,2%*	*38.2%*	*37.3%*	*36.2%*
Percentage of renter three bedroom households	*10.1%*	*8.5%*	*8.2%*	*8.9%*

It is difficult to draw definitive conclusions from the data above, since the data on households includes single-family homes as well as apartments. However, it appears Vancouver's relative income position, as comparable but lower than the metro region, lower than the state and higher than the nation holds true for three-and four-person households, as well as all households. Vancouver has a higher share of renters than the region, state or nation, but the percentage of those renters who occupy three-bedroom households is comparableto surrounding markets. Together this suggests that Vancouver's need for market rate three-bedroom units is not significantly different than the other areas compared. Unfortunately data on local or regional vacancy rates for three-bedroom units was not available from the ACS or other readily available sources.

Request: On Monday, November 2, 2020, subject to second reading and public hearing, approve the ordinance.

Bryan Snodgrass, Principal Planner, 360-487-7946

Mayor McEnerny-Ogle read the title of the ordinance into the record.

Bryan Snodgrass, Principal Planner, provided an overview of the proposal, the current zoning and features of the subject site, the applicant's conceptual plan, and the process to date.

City Attorney Jonathan Young stated that this matter implicates the Appearance of Fairness Doctrine, which means the presentation is considered evidence for this hearing and the Council is sitting as a quasi-judicial body. As such, the City Attorney's Office conducted a review of public records to determine whether there had been any ex parte communication between the applicant or proponents of the request and the Council that would need to be disclosed. Mr. Young stated that upon review, his office discovered no communications that would need to be disclosed.

Mr. Young advised on the appropriate procedure for this hearing, which should include each Councilmember and the Mayor stating whether they have any disclosures of ex parte communication not included in the records reviewed by the City Attorney's Office or any conflicts of interest to declare. Following any disclosures, the Mayor should allow any participant in the meeting an opportunity to raise any information regarding the inability of any member of the Council to sit fairly in consideration of this hearing. The public hearing would continue with testimony from the applicant, followed by testimony from anyone who is opposed to or neutral about the application. The hearing would then be turned over to the Council for questions and discussion, after which the Council will consider the question of whether they are in agreement that the proposed zoning change is more consistent with the applicable policies of the Vancouver Comprehensive Plan and the existing designation and that a change in circumstances has occurred since the existing designation was established.

Mayor McEnerny-Ogle asked each Councilmember if they had any ex parte communication or conflicts of interest to disclose.

Councilmember Fox stated she did not have anything to disclose.

Councilmember Paulsen stated he did not have anything to disclose.

Councilmember Lebowsky stated she did not have anything to disclose.

Councilmember Glover stated she did not have anything to disclose.

Councilmember Stober stated he did not have anything to disclose.

Councilmember Hansen stated he did not have anything to disclose.

Mayor McEnerny-Ogle stated she did not have anything to disclose.

Mayor McEnerny-Ogle asked if there were any individuals participating in the meeting who would like to share any concerns about any member of the Council's inability to participate. Hearing none, Mayor McEnerny-Ogle opened the testimony and invited the applicant to provide comments.

- Bob Carpenter of Carpenter Engineering, representing the applicant, stated the applicant has submitted information referencing the Vancouver Municipal Code Section 20, and believes that the request meets the criteria for the zone change and that there are significant changes in the area, particularly related to transportation. He stated the proposed project would add increased density that would be of benefit and provide a better fit than what is available.

Mayor McEnerny-Ogle next asked for testimony from any member of the public in opposition to the proposed zone change and received the following testimony:

- Teresa Gomez, Vancouver, expressed concerns that the Council has taken campaign donations for building and zoning, which she considers a conflict of interest. She also expressed concerns that the proposed development would make use of her property but she has not yet been contacted by the developer about the project. She stated the project will require access to extend the sewer and the water main. She requested that the City specifically ask the applicant to demonstrate up front that they have access to Fourth Street for the sewer and water and for traffic access for the fire lane and second entry and exit.

Mr. Young noted that Ms. Gomez raised an Appearance of Fairness issue and stated that there is a state law implicated when all Councilmembers are challenged on the Appearance of Fairness Doctrine known as the Doctrine of Necessity, and no one can be disqualified, as the Council would lose a quorum; therefore, the grounds raised by Ms. Gomez are not sufficient to set aside this hearing and the Council could proceed.

Mayor McEnerny-Ogle asked staff to address Ms. Gomez's concerns about the project.

Mr. Snodgrass stated that the access to Fourth Street would have to be demonstrated by the applicant during the site plan review process, should the zoning request be approved.

Mayor McEnerny-Ogle closed the hearing and returned this item to the Council for further discussion.

Councilmember Stober reiterated that during this hearing the Council is only considering the rezone and not approval of any specific project on the property, and if the project requires access to any other adjacent properties, the matter would have to be dealt with before the project could move forward. Mr. Snodgrass confirmed this is correct, with the addition of the Council's consideration of the integrity factor of future building height via a development agreement.

Motion by Councilmember Stober, seconded by Councilmember Glover, and carried unanimously to approve Ordinance M-4309 approving the request.

8. **Disposition of Real Property – Burton park property located at NE 28th St. & NE 145th Ave.**

Staff Report 154-20

A RESOLUTION of the City of Vancouver authorizing disposition of certain real property known as the Burton Park Parcel.

Summary

The Burton park property is 6.96 acres located immediately east of Evergreen High School. No committed funding sources were used to purchase the property; therefore no associated deed restrictions encumber the property title or sale.

The property is currently classified as Urban Natural Area in the park inventory and a relatively undeveloped park asset. The northern 2.2 acres are used for storm water infiltration and the remaining 4.76 acres has been programmed and minimally maintained by EPS for decades.

As part of the 2018 Evergreen School District Bond, EPS is committed to field improvements at Evergreen High School, including consolidating four existing grass ball fields that will be converted to synthetic turf and construction of a new dual purpose football and track field. The improvements will meet federal Title IX requirements to provide improved opportunity and equity for student sports participation. EPS expressed a desire to purchase 4.76 acres of the City's adjoining real property to facilitate a more functional design with the challenges of the sloped terrain and allow for a comprehensive blend of the field design with improvements to the adjoining open space.

Vancouver Municipal Code Chapter 3.30 provides a predictable policy and procedure governing the disposition of real property that is surplus to the needs of the City where such disposition provides the City a reasonable return. If determined to be surplus, the disposition requires a separate hearing and action to determine the method of sale.

Consistent with City Code, Council deliberated and approved the proposed Declaration of Surplus for the 4.76 acres of the Burton property on October 5, 2020, with the City retaining the 2.2 acre storm water infiltration area. Sale proceeds were directed by Council to be allocated toward the Parks capital fund for prepayment of the Fenton interfund loan and capital improvements to the Evergreen School Park and Burton Natural Area in the immediate vicinity. The approved declaration of surplus allows for continued due diligence and public outreach by EPS to minimize associated impacts to the surrounding residential area and maximize the public benefit of a comprehensive field and public open space design.

The total parcel is assessed at $1,047,640 with the portion proposed for sale to EPS appraised at $950,223 (excludes the 2.2 acre storm water area). The appraisal was contracted with an independent appraiser for highest and best use at the City's expense in order to first explore consideration of a long term lease or joint improvement partnership.

Staff recommends disposition of the surplus property a direct through negotiated sale to Evergreen Public Schools at the appraised value. Staff also recommends that the deed be restricted for school and/or open space use in perpetuity. If EPS should consider liquidating the property, the City of Vancouver shall be provided the first right of refusal to purchase the property at the then current market value as determined by certified appraisal market value.

The property submitted for Council review for approval of disposition is outlined in the attached property report and map.

Request: On November 2, 2020, following a public hearing, adopt a resolution approving disposition of a portion of certain real property located at NE 28th Street and NE 145th Avenue (Burton park ownership), Assessor parcel 110089420 through direct negotiated sale to Evergreen Public Schools; and authorize the City Manager to execute a Purchase and Sale Agreement and all other documents necessary to complete a sale of the specified property to Evergreen School District with the terms specified above.

Julie Hannon, Parks and Recreation Director, 360-487-8309; Monica Tubberville, Senior Planner, 360-487-3853

Julie Hannon, Parks and Recreation Director, and Monica Tubberville, Senior Planner, provided background information on the proposed disposition and an overview of the site and the process. Susan Steinbrenner, Evergreen Public Schools Executive Director of Facilities, was also available to address Council questions.

Mayor McEnerny-Ogle asked Ms. Steinbrenner if she would like to provide any comments regarding concerns about safety issues and impact to nearby neighbors.

Ms. Steinbrenner stated the school district had reached out to everyone who had previously contacted the district about this project to update them on the status and notify them about the Council public hearing, clarifying the process and opportunities they have to engage. She noted the district had submitted a pre-application to the City based on the previous plans for the site just to ensure it would satisfy City code, but those plans are not final. She stated the district intends to set up an open house for the public if this disposition is approved by Council. She stated the school district is committed to the neighbors and respecting their privacy.

Councilmember Hansen stated that at the surplus hearing in October, the Council had directed that half of the proceeds from a sale of the property be dedicated to the Evergreen forested area nearby and developing a nature trail on that site. He asked whether that is the intent. Ms. Hannon stated that is the intent, and the site he is referring to is what staff has classified as the Evergreen School Park. She noted Parks and Recreation staff needs time to evaluate what can be done at that site with the proceeds and then bring those details back to the Council before finalizing any plans.

Mayor McEnerny-Ogle opened the public hearing and received the following testimony:

- Lyle Johnson, Vancouver, spoke in opposition to the disposition, stating he lives about 60 feet from the proposed ball fields, and expressed concerns that the school district is pursuing purchase of this property when it had developed an alternative plan for building ball fields on property already owned by the district, which would not have as big an impact on the neighbors.

- Sean Janson, Parks and Recreation Commissioner, Vancouver, spoke in support of the proposed disposition, stating the project will provide a maximum public benefit and increase equity for students of Evergreen School District.

- Jaynee Haygood, Parks and Recreation Commissioner, Vancouver, spoke in support of the proposed disposition, stating it would become a significant asset to the community, better satisfying the district's Title IX requirements, and that the impacts to the neighborhood should largely be mitigated by the school district.

- Glen Yung, Vancouver, spoke in support of the disposition and the project and urged the school district to stay true to its word regarding outreach and mitigation to the neighbors; he also expressed concerns about the City's proposal to use of a portion of the funds to support the debt service on the Fenton park property.

There being no further testimony, Mayor McEnerny-Ogle closed the public hearing.

Motion by Councilmember Stober, seconded by Councilmember Lebowsky, and carried unanimously to adopt Resolution M-4103 approving the request.

Communications

Vancouver Police Chief James McElvain provided Council with an update on to civil unrest that had occurred in downtown Vancouver over the weekend following the officer-involved shooting death of Kevin Peterson in Clark County, as well as an overview of the police department's response.

A. From the Council

B. From the Mayor

C. From the City Manager

a. Vancouver Innovation Center Briefing

Chad Eiken, Community and Economic Development Director, provided an overview of the proposed Vancouver Innovation Center, including a history of the site, background on the project and a status update, and clarified the roles and responsibilities of the City Council.

Adjournment

8:50 p.m.

____
Anne McEnerny-Ogle, Mayor

Attest:

____
Natasha Ramras, City Clerk

Meetings of the Vancouver City Council are electronically recorded on audio and video. The audio files are kept on file in the office of the City Clerk for a period of six years.

October 26, 2020 - Vancouver City Council Meeting Minutes

WORKSHOPS

Workshops were conducted remotely over video conference utilizing a GoToMeeting platform. Members of the public were invited to view the meeting via the live broadcast on www.cvtv.org and CVTV cable channels 23 or HD 323, or on the City' s Facebook page, www.facebook.com/VancouverUS, or listen via the GoToMeeting conference call.

4:00-6:00 p.m. 2021-2022 Biennial Budget Review: Utilities; Parks Capital Program; Streets and Transportation

Natasha Ramras, Chief Financial Officer; Dan Swensen, Interim Public Works Director; Chris Malone, Public Works Finance and Asset Manager; Julie Hannon, Parks and Recreation Director; Monica Tubberville, Senior Planner; Ryan Lopossa, Streets and Transportation Manager; Rebecca Kennedy, Long Range Planning Manager

Summary
Staff provided Council with an overview of the proposed 2021-2022 biennial budget for utilities and the parks capital program, as well as additional information pertaining to the biennial streets and transportation. This workshop was part of a continuing series of work sessions related to Council's review of the 2021-2022 biennial budget.

COUNCIL CONSENT AGENDA MEETING

This meeting was conducted remotely over video conference utilizing a GoToMeeting platform. Members of the public were invited to view the meeting via the live broadcast on www.cvtv.org and CVTV cable channels 23 or HD 323, or on the City's Facebook page, www.facebook.com/VancouverUS. Public access and testimony on Consent Agenda items and under the Citizen Forum was also facilitated via the GoToMeeting conference call.

Call to Order and Roll Call

The regular meeting of the Vancouver City Council was called to order at 6:30 p.m. by Mayor McEnerny-Ogle. This meeting was conducted remotely over video conference.

Present: Councilmembers Fox, Paulsen, Lebowsky, Glover, Stober, Hansen, Mayor McEnerny-Ogle

Absent: None

Also present on the call were the following: Eric Holmes, City Manager; Jonathan Young, City Attorney; Amanda Delapena, Assistant to the City Council; Brian Carlson, Interim Deputy City Manager; Brent Boger, Assistant City Attorney; Chad Eiken, Community and Economic Development Director; Rebecca Kennedy, Long Range Planning Manager; Aaron Lande, Senior Policy Analyst; Peggy Sheehan, Community Development Programs Manager; Bryan Snodgrass, Principal Planner; and members of the public.

Citizen Communication (Items 1-4)

Mayor McEnerny-Ogle opened Citizen Communication, and noted the Council had received one written comment (attached) regarding Item 3 from Margaret Milem. There being no further testimony, Mayor McEnerny-Ogle closed Citizen Communication.

Consent Agenda (Items 1-4)

Motion by Councilmember Glover, seconded by Councilmember Lebowsky, and carried unanimously to approve the Consent Agenda.

1. Adoption of the Memorandum of Agreement creating a Joint Executive Group to address homelessness and the Charter for the Group

Staff Report 145-20

A RESOLUTION approving the formation of a joint policy advisory group to foster alignment and support of Clark County as the lead agency on regional homeless response and collaborate on projects and initiatives that will address homelessness and its impacts within the county; and authorizing the City Manager or designee to execute all documents necessary to memorialize the City's participation in the same.

Summary
Representatives from Clark County and the City of Vancouver met four times from July through September of this year to discuss the formation of a Joint Executive Group to collaborate toward a shared agenda to address homelessness. The proposed Group would exist as a policy forum to consider homelessness comprehensively and holistically with the goal of identifying possible gaps and opportunities for further coordination and investment.

There was clear agreement among the participants that Clark County is the appropriate lead agency with respect to addressing and reducing homelessness in our region, in accordance with state and federal guidelines, and the City of Vancouver will play a significant supportive partnering role to Clark County in regional efforts to address homelessness.

Request: Adopt a Resolution approving the formation of a joint policy advisory group to foster alignment and support Clark County as the lead agency on regional homeless response, and collaborate on projects and initiatives that will address homelessness and its impacts within the county, and authorize the City Manager or designee to execute all documents necessary to memorialize the City's participation in the same.

Aaron Lande, Senior Policy Analyst, 360-487-8612

Motion adopted Resolution M-4102 to approve the request.

2. Affordable Housing Fund - Grand Apartments JV LLC – Grand Apartments

Staff Report 146-20

Summary
Grand Apartments JV, LLC is developing 18 units in two buildings on the property located at 2805 E 19th Street near Grand Boulevard. The unit mix includes three- and four-bedroom units with eight units at 50% AMI rents, four units at 60% AMI rents, and six market-rate units.

City Council approved Affordable Housing Fund awards for this project totaling $550,000 in February 2019. The funding source is 2019 levy funds.

Per the Affordable Housing Fund guidelines, eight units will be restricted throughout the affordability period to households earning up to 50% AMI. Construction is anticipated to be completed by fall 2021.

Request: Authorize the City Manager or his designee to execute the Affordable Housing Fund contract with Grand Apartments JV, LLC and approve any subsequent legal action necessary to enforce the terms of the same.

Peggy Sheehan, Community Development Programs Manager, 360-487-7952

Motion approved the request.

3. **112th Avenue Apartments proposal to change zoning map designation from R-30 to R-35 for a 2.6-acre site comprising adjacent properties at 501 NE 112th Ave and 11312 NE 4th Street**

Staff Report 147-20

AN ORDINANCE relating to zoning for the City of Vancouver and Vancouver Municipal Code (VMC) Title 20; amending the Vancouver Zoning map designation for adjacent properties at 501 NE 112th Ave and 11312 NE 4th Street, tax parcel numbers 164942000 and 164946000, subject to entering into a Development Agreement to limit future building heights; providing for severability; and providing for an effective date.

Summary

The proposed change from R-30 to R-35 zoning would modestly increase the size of potential future apartment development on the site, from 46 to 53 or 54 units. Potential vehicle traffic to and from the site after development would increase from an estimated 231 to 269 daily trips. The Planning Commission recommended approval at July 14, 2020, public hearing at which a neighboring property owner testified with concerns about additional traffic impact from future development on 4th Street, a private road. Commission discussion focused on potential future development of the site, including a recommendation to limit future building heights to 50 feet. The Commission considered but did not recommend also requiring that a percentage of the development be devoted to three-bedroom units. The applicant indicates that future development of the site if the zone change is approved would likely consist of one- and two-bedroom units only, with building heights below 50 feet unless three-bedroom units are required, which may necessitate higher building heights. Included are links to the Planning Commission public hearing staff report, CVTV recording, and audio.

Detailed estimates of the overall citywide need for three-bedroom units are not readily available from non-proprietary sources, and will need to be developed as part of the next full update of the Vancouver Comprehensive Plan beginning in 2022. As summarized at the October 5 Council workshop, three-bedroom units currently account for 12% of apartment units listed citywide according to Apartments.com, with an average monthly rent of $1,589 compared to an average of $1,233 for all other units. Recent (2014-2018) data from the American Community Survey shows the following comparisons:

	City of Vancouver	*Portland/Vancouver/ Salem CSA*	*Washington*	*U.S.*
Median income, all households	*$64,861*	*$66,769*	*$70,116*	*$60,293*
Median income, three/four person households	*$81,220/ $87,000*	*$85,859/ $96,546*	*$88,941/ $100,974*	*$77,463/ $89,780*

Percentage of renter households	*41,2%*	*38.2%*	*37.3%*	*36.2%*
Percentage of renter three bedroom households	*10.1%*	*8.5%*	*8.2%*	*8.9%*

It is difficult to draw definitive conclusions from the data above, since the data on households includes single-family homes as well as apartments. However, it appears Vancouver's relative income position, as comparable but lower than the metro region, lower than the state and higher than the nation holds true for three-and four-person households, as well as all households. Vancouver has a higher share of renters than the region, state or nation, but the percentage of those renters who occupy three-bedroom households is comparableto surrounding markets. Together this suggests that Vancouver's need for market rate three-bedroom units is not significantly different than the other areas compared. Unfortunately data on local or regional vacancy rates for three-bedroom units was not available from the ACS or other readily available sources.

Request: On Monday, October 26, 2020, approve the ordinance on first reading, setting date of second reading and public hearing for November 2, 2020.

Bryan Snodgrass, Principal Planner, 360-487-7946

Mayor McEnerny-Ogle read the title of the ordinance into the record.

Motion approved the request.

4. Approval of Claim Vouchers

Request: Approve claim vouchers for October 26, 2020.

Motion approved claim vouchers for October 26, 2020, in the amount of $4,274,897.22.

Citizen Forum

Mayor McEnerny-Ogle opened the Citizen Forum and received the following testimony:

- Glen Yung, Vancouver, urged the City to be sensitive to why voters supported state Initiative 976 in 2019 in moving forward with funding transportation projects.
- Don Steinke, Vancouver, urged the City to enact and support building codes that reduce greenhouse gas emissions.
- Alona Steinke, Vancouver, encouraged the City to lobby for climate action policies at the state level.
- Peter Bracchi, Vancouver, expressed concerns about safety issues in Arnold Park and along Burnt Bridge Creek trail.
- George Kingsley, Vancouver, urged the City to allow homeless encampments on private property during the pandemic.
- Cathryn Chudy, Vancouver, urged the City to prioritize development of a Climate Action Plan.
- Terry Ibert, Vancouver, expressed concerns regarding a survey that had been sent out from the Task Force on Council Representation, stating it seemed to lack context and background information.
- Todd Boulanger, Vancouver, stated it is important for the City to be clear about how funding for transportation is being used; he also expressed concerns about enforcement of public health restrictions

related to the pandemic.

- Laura Lindeman, Vancouver, expressed concerns about incidents of graffiti and vandalism in the community and thanked the community and Council members who had recently participated in a clean-up effort; she also proposed the building of the former Navigation Center be utilized as a multicultural marketplace for the Fourth Plain corridor.

There being no further testimony, Mayor McEnerny-Ogle closed the Citizen Forum.

Adjournment

7:05 p.m.

Anne McEnerny-Ogle, Mayor

Attest:

Natasha Ramras, City Clerk

Meetings of the Vancouver City Council are electronically recorded on audio and video. The audio files are kept on file in the office of the City Clerk for a period of six years.

2021 Legislative Agenda

November 16th, 2020
Brian Enslow, Arbutus Consulting
w/ Aaron Lande, Senior Policy Analyst

Elections

Statewide and Federal Results of Interest:

- Governor Jay Inslee (D) against Loren Culp (R) .
- Kim Wyman (R) defeats Gael Tarleton to keep her seat as Secretary of State. She will be the only Republican in a statewide executive position.
- Retired Congressman Denny Heck (D) has been declared the winner in the Lieutenant Governor race.
- All incumbents running for Congressional seats are projected to win (Notably Herrera Beutler, 55%).
- This will result in a breakdown of 7 Democrats and 3 Republicans for the Washington delegation.

Elections…continued

State Legislative Races of Interest:

- No changes to Clark County Delegation.
- House and Senate majorities appear to remain the same.
- In the House (Blake/Van Werven) and the Senate (Takko/Oban) one incumbent from each party lost.
- Neither Chamber reached super majority (60 and 30 respectively).

Remote Session: 100% Virtual

Virtual Session:

- House is planning for 100% remote. Covid numbers are increasing and are pointing in the direction of an entirely remote session. However, Senate is still undecided.
- In the House there will be a few members on the floor. Floor leadership team. Small # (fewer than 10 each from Republicans and from Democrats).

Remote Session: Committee Hearings

Committee Hearing Structure

- These will be remote.
- The House is working with the Senate to try to hold committee hearings identically. Hoping to have the process for remote testimony to be the same in both the House & Senate.
- Additional Public Access

CITY OF Vancouver WASHINGTON

Remote Session: Scope of Agenda

Will There Be Fewer Bills?

- Member have been asked to limit policy bills.
- Narrow scope of issues given serious consideration.
- That being said……I would expect a volume of bills on a wide range of policies.

State Revenue Collections

Revenue Collections Continue to Outpace Projections

- In spite of the severe recession, Washington personal income soared 35.1% (7.8% before annualization) in the second quarter thanks to strong income support from the federal government.
- Major General Fund-State (GF-S) revenue collections for the September 11 - October 10, 2020 collection period came in $132.5 million (8.6%) higher than the September forecast, due mainly to real estate excise taxes.

Agenda: Promoting Equity and Access

Broadband

- Pursue options to help facilitate increased community access and affordably to broadband.

Housing and Homelessness

- Help ensure that housing projects are affordable and available.
- Develop additional resources to address housing instability created by the economic impacts of the COVID-19 pandemic, including rent assistance and foreclosure-prevention assistance.

CITY OF Vancouver WASHINGTON

Investing in our Community

Fourth Plains Commons

- Pursue funding for next phase ($1.0 m).

Fully fund the Heritage Grant Program:

- U.S. Grant House Re-Roofing Project ($140k).

Support downtown via the Washington State Main Street Program

- Increase Tax Credit Incentive Program ($2.5 m to $4.0 m statewide)
- Create the Main Street Capital Grant Program ($5 m statewide) for maintenance and restoration of commercial buildings.

CITY OF Vancouver WASHINGTON

Keeping Vancouver Moving

Secure I-5 Bridge Funding

Improve City Infrastructure

- NE 137th Avenue, NE 49th Street – NE Fourth Plain Boulevard ($4 million).
- Fruit Valley Road @ 78th Street ($3 million).
- 68th Street sidewalks joint request w/ County from TIB City Sidewalk Program ($500,000).

Support the Clark County Transportation Alliance

CCTA Priorities Include Pursuing Funding for :

- I-5 bridge replacement and influence areas.
- Regional maintenance and operations needs.
- Catalytic economic development investments.
- Facilitating transportation mobility and economic growth (including an emphasis on broadband).
- Critical regional projects and needs.

CITY OF Vancouver WASHINGTON

Support the Clark County Transportation Alliance

Critical Regional Projects List Includes:

- NW 32nd Ave Industrial Corridor ($10 million): planning, engineering, environmental review for new north-south freight arterial.
- SE 1st St at 164th to 192nd Ave ($7 million): arterial widening and multi-modal upgrade; leverages significant private sector investments.
- SR-500/Fourth Plain/SR-503 ($15 million): following recent planning study, provide funds for initial intersection improvement to address congestion

City of Vancouver Washington

Clark County Transportation Alliance….continued

Critical Regional Projects List Includes:

- SR-500 Intersections at 42nd Ave and 54th Ave ($6 million): implement cost effective safety improvements from 2018 practical solutions study; additional investments including overpasses may be warranted
- I-205/SR-500 to Padden Parkway ($36 million): add auxiliary lanes to address congestion hotspot

CITY OF Vancouver WASHINGTON

Support the AWC City Agenda

Priority Issues:

- Maintain existing state shared revenue and oppose further reductions.
- Seek flexibility in existing sources of state funding, such as the Municipal Criminal Justice Account.
- Support a Transportation revenue package that addresses local transportation needs.

Support the AWC City Agenda...continued

Priority Issues:

- Develop additional resources to address housing instability including rent assistance and foreclosure prevention.
- Statewide Policing Reforms, including but not limited to…
  - Support a statewide stand for use of force.
  - Establishing a duty to intervene.
  - Seeking to include use of forces as a grounds for decertification.
  - Provide support to our officers well being.

CITY OF Vancouver WASHINGTON

Next Steps

Pre session legislative delegation lunch (working on scheduling)

Secure “sponsors” for capital and transportation requests

House and Senate Assembly Days: November 30th & December 1st

First day of the 2021 session: January 11th .

AWC Action Days: Feb 10th and 11th.

Scheduled last day of the 2021 session: April 25.

Questions

Brian Enslow, Arbutus Consulting
360.489.8121
brian@arbutusllc.com

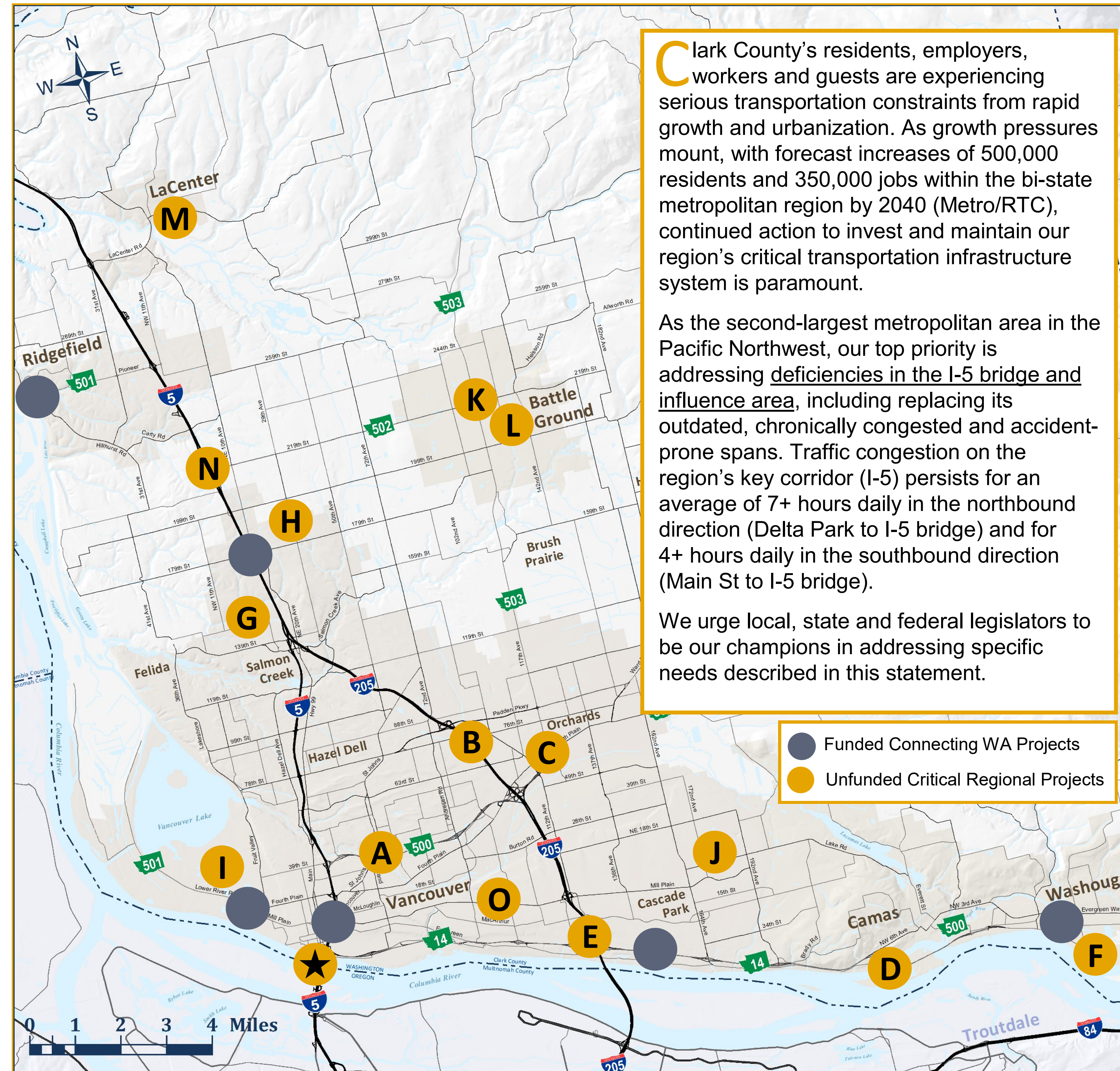
City of Vancouver Washington

Clark County Transportation Alliance
2021 Policy Statement

[Endorsing Organizations Here]

For more information, contact admin@iccbusiness.org or call 360.695.4116

Clark County Transportation Alliance
2021 Policy Statement



Clark County's residents, employers, workers and guests are experiencing serious transportation constraints from rapid growth and urbanization. As growth pressures mount, with forecast increases of 500,000 residents and 350,000 jobs within the bi-state metropolitan region by 2040 (Metro/RTC), continued action to invest and maintain our region's critical transportation infrastructure system is paramount.

As the second-largest metropolitan area in the Pacific Northwest, our top priority is addressing deficiencies in the I-5 bridge and influence area, including replacing its outdated, chronically congested and accident-prone spans. Traffic congestion on the region's key corridor (I-5) persists for an average of 7+ hours daily in the northbound direction (Delta Park to I-5 bridge) and for 4+ hours daily in the southbound direction (Main St to I-5 bridge).

We urge local, state and federal legislators to be our champions in addressing specific needs described in this statement.

A CALL TO FURTHER ACTION

I-5 Bridge Replacement and Influence Area Improvements

Action #1

Continue Support for I-5 Bridge Replacement Program Office: continue to develop bi-state legislative consensus, prepare critical permitting pathway, develop funding plan, begin permitting work.

Complete Supplemental EIS Process: re-evaluate prior scope and EIS, restart permitting work, submit and achieve approvals, develop funding plan, secure funding commitments, develop procurement documents and construction packages ($50-100M depending on scope, inclusive of prior WA and OR commitments).

Initiate Construction Funding Commitments: work with lawmakers, agency staff and community leaders to identify and secure federal, state and local funding.

We fully support replacement of the I-5 bridges and related corridor improvements. The I-5 spans are functionally obsolete and over time will require substantial maintenance investments to remain operational. A bi-state approach focused on finding significant, practical solutions through this primary freight, commerce and commuter corridor is imperative, in keeping with the I-5 Corridor Strategic Plan (2002). Broad support is demonstrated through SSB 5806 (WA 2017), the 2019 Washington State transportation budget (ESHB 1160, $35M), Oregon Transportation Commission funds ($15M), and bi-state legislative engagement.

We endorse efforts by the Oregon legislature to fund projects that address I-5 corridor deficiencies, especially the I-5/I-84 interchange (a.k.a. "The Rose Quarter") in downtown Portland. We also place high priority on long-range transportation corridor planning given steadily rising population and commerce forecasts.

Regional Maintenance and Operations Needs

Action #2

Pursue Funding to Advance State of Good Repair and Operations: carefully evaluate recommendations of the Joint Transportation Committee's Statewide Transportation Needs Assessment, and consider transitions to sustainable funding models (e.g. road-usage charge).

Fund Critical Area Operations: dedicate additional maintenance, planning and traffic operations funds for critical urban areas (SR-14, SR-500, I-5, I-205) to optimize safety and mobility on our existing system.

Catalytic Economic Development Investments

Action #3

Fund Job- and Employer-Enabling Improvements: support funding new catalytic investments and acceleration of projects in the Connecting Washington package, which serve the objective of accelerating shovel-ready land for job-related industry expansion consistent with growth management plans. Several areas need tools to facilitate job development, including the Discovery Corridor (I-5/179th interchange vicinity), Section 30 (SE 1st St), Washougal Town Center/Port (32nd St) and Port of Vancouver Industrial Corridor (NW 32nd Ave). Funding tools to be evaluated include tax increment financing, design-build, public/private partnerships (P3), and continue to fund the Public Works Trust Fund, CERB, FMSIB, TIB and FRAP.

Critical Regional Projects and Needs

Action #4

Fund Regionally Critical Projects to Address Immediate Needs: secure funding either through single-project awards or as part of the next statewide transportation funding package for priorities that serve the growth needs of communities, reduce congestion hotspots, improve safety and provide multi-modal enhancements. Each project has been vetted through the regional planning process.

Following are critical regional projects (*lead agency*):

A) **SR-500 Intersections at 42nd Ave and 54th Ave ($6M):** implement cost effective safety improvements from 2018 practical solutions study; additional investments including overpasses may be warranted *(WSDOT)*

B) **I-205/SR-500 to Padden Exwy ($36M):** add auxiliary lanes to address congestion hotspot *(WSDOT)*

C) **SR-500/Fourth Plain/SR-503 ($15M):** following recent planning study, provide funds for initial intersection improvement to address congestion hot spot *(WSDOT)*

D) **West Camas Slough Bridge Widening ($45M):** develop parallel bridge structure for westbound SR-14 traffic and added capacity *(WSDOT)*

E) **SR-14/I-205 Interchange ($TBD):** provide funds for interchange congestion relief; project study underway *(WSDOT)*

F) **Washougal Town Center Transportation Access Improvement ($80M):** improve corridors connecting Washougal including 32nd Street Rail Underpass; Town Center Connectors; 27th/Index Improvements for Port and SR-14 access *(City of Washougal)*

G) **NE 10th Ave from 149th to 154th St/Whipple Creek ($12.7M):** complete new north-south corridor for I-5 *(Clark County)*

H) **NE 15th Ave from 179th St to NE 10th Ave/NE 189th St vicinity ($15M):** add arterial connection to increase capacity in conjunction with 179th/I-5 interchange upgrade *(Clark County)*

I) **NW 32nd Ave Industrial Corridor ($10M):** planning, engineering, environmental review for new north-south freight arterial *(City of Vancouver)*

J) **SE 1st St at 164th to 192nd Ave ($7M):** arterial widening and multi-modal upgrade; leverages significant private sector investments *(City of Vancouver)*

K) **SR-502/SR-503 Congestion Relief ($2.2M):** complete community roadway and circulation enhancements to provide improved access and safety *(City of Battle Ground)*

L) **SE Grace Ave at SE Rasmussen Blvd to E Main St ($6.6M):** arterial street realignment and new signal for upgraded capacity *(City of Battle Ground)*

M) **E 4th St Widening/Brezee Creek Culvert ($10.5M):** complete street makeover with fish bearing culvert replacement for improved environmental outcomes *(City of La Center)*

N) **NW 219th St Extension/I-5 to Hillhurst Rd ($5M):** add western ramp access at I-5 and arterial street extension to Hillhurst Rd *(City of Ridgefield)*

O) **Public Transit ($5M):** help fund construction of C-TRAN's second Bus Rapid Transit (BRT) project along Mill Plain Blvd from downtown Vancouver to 192nd Ave *(C-TRAN)*

104-year old I-5 Bridge

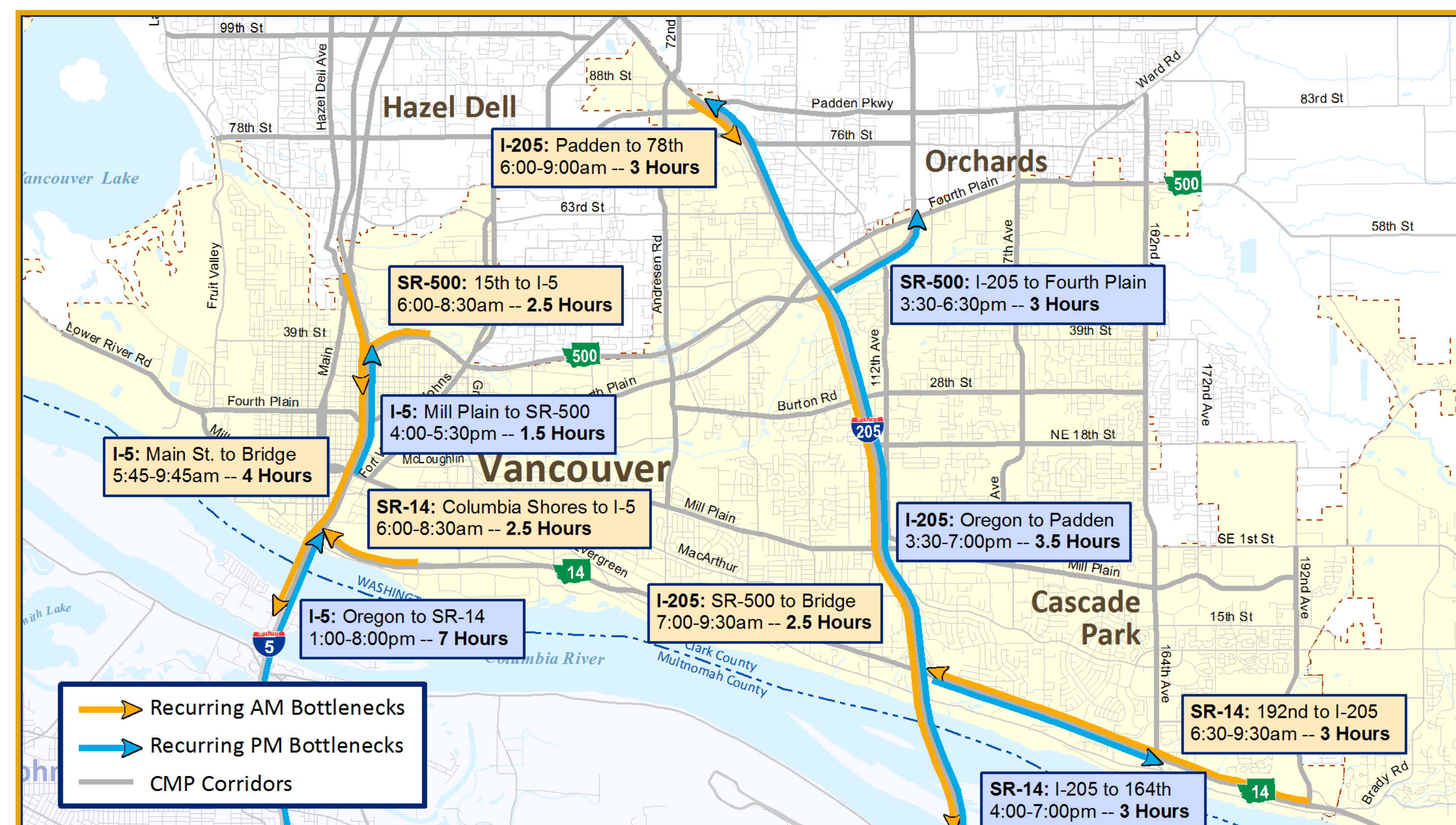
Facilitating Transportation Mobility and Economic Growth

We urge legislators to embrace the following priorities where possible:

- Support broadband infrastructure to disperse economic opportunity, foster telecommuting and better compete in the evolving digital economy
- Fund regionally significant improvements for marine access within the Columbia River, and rail access improvements and track upgrades for ports and the county-owned Chelatchie Prairie Railroad
- Support the Port of Vancouver USA's Terminal 1 Waterfront development project for safety, commerce and tourism
- Enhance or expand funding programs to improve Complete Streets by promoting safety and accessibility for everyone, including increased funding for safe bike and pedestrian pathways, sidewalks and street crossings
- Actively embrace smart technologies to ease pressures on the transportation grid and improve safety for all users

Peak AM/PM Traffic Bottlenecks

Expressed in hours of daily congestion (2019)



Courtesy SW Regional Transportation Council

2021 City Legislative Priorities

State-shared revenues

Maintain revenue sharing with cities. Cities support increased shared revenue distributions to cities (especially when there is a commensurate increase in state revenue) and ask the state to look for other opportunities to expand revenue sharing.

Transportation revenue package

Adopt a new transportation revenue package that emphasizes maintenance/preservation funding and provides an equitable level of local funding as well as additional local revenue options for cities.

Fiscal flexibility

Provide cities greater flexibility to use funds from existing revenue sources to help cities manage the impacts of the current economic downturn. This will allow cities to direct scarce resources where they are most needed when responding to pressing community conditions.

Housing stability assistance

Work in a coalition to develop additional resources to address housing instability created by the economic impacts of the COVID-19 pandemic, including rent assistance and foreclosure/eviction prevention assistance.

AWC's advocacy is guided by the following core principles from our Statement of Policy:

- Local decision-making authority
- Fiscal flexibility and sustainability
- Equal standing for cities
- Diversity, equity, and inclusion
- Strong Washington state partnerships
- Nonpartisan analysis and decision-making

Statewide policing reforms

Support local control over city law enforcement policy decisions to meet the needs of each community and appropriately contain costs. Cities understand our obligation to address racial equity in policing – both state requirements and local policies.

Cities support the following statewide reforms:

- Develop a statewide standard for use of force that preserves the right of local jurisdictions to enact more restrictive standards based on community input.
- Create a database to track officers who have been fired for misconduct.
- Expand grounds for decertification to include use of force violations.
- Require that officer misconduct investigations be completed, regardless of an officer's resignation.
- Establish a duty for all law enforcement officers to immediately intervene and report misconduct or illegal activity by a fellow police officer.
- Require that all officers receive regular support for vicarious trauma and mental well-being, including peer support, mental health counseling, and appropriate mental health screenings. Officers involved in any fatal use of force must undergo a mental health screening prior to returning to duty.

Contact: **Candice Bock**
Government Relations Director
candiceb@awcnet.org

Association of Washington Cities • 1076 Franklin St SE, Olympia, WA 98501 • 1.800.562.8981 • wacities.org

10/01/20

BUILT FOR THIS: Main Street drives economic recovery

Main Street is a proven economic development tool which is now more critical than ever for supporting communities as they work to recover from the economic crisis wrought by COVID-19.

In Washington State, the Main Street movement is fueled by the Washington State Main Street Program (WSMSP), a statewide program of the Department of Archaeology & Historic Preservation. This program represents 65 towns across the state — ranging from Vancouver to Colville, Dayton to Port Townsend. These local Main Street Communities work tirelessly to support small businesses, create resources and partnerships, and build community.

Now is not the time to make cuts to this important program. Instead, we should bolster the WSMSP and its network of local Main Street Communities. The Washington Trust for Historic Preservation, as a statewide advocacy organization, supports these measures:

Not only is Main Street the most effective economic recovery tool our communities have, it is also a proven positive return on investment. **For every dollar the State of Washington has allocated to WSMSP, the economic activity generated in Main Street Communities has generated $1.58 back to the state in tax revenues.** That's a 58% return on investment.

DIRECT SERVICES TO MAIN STREET COMMUNITIES: WSMSP can ramp up direct recovery services to communities across the state, with an emphasis on organizational stability and small business retention. Services would include direct business support (changing business models and design accommodations), web development and e-commerce, community ecosystem training, and micro-business development. **WSMSP would provide both individualized economic guidance and statewide resources to small businesses and the Main Street organizations supporting them.**

Budget request: Increase WSMSP funding to $350,000 annually (currently at $240,000 annually through DAHP)

CAPITAL GRANTS FOR MAIN STREETS: DAHP has submitted a proposal for a new capital grant program for $3,000,000, specifically to support commercial buildings in Main Street districts. The grants would support small businesses by providing funds for safety improvements, restorations, and physical improvements to their properties. WTHP supports this proposal and suggests the program be funded at $5,000,000. **This initiative would support both construction jobs and improve employment conditions for the small businesses that will benefit directly from the capital projects this grant will support.**

Budget request: $5,000,000 to DAHP to administer a Main Street Capital Grant program

SUSTAINABLE FUNDING FOR MAIN STREET COMMUNITIES: These local nonprofit organizations are lifelines to our state's small businesses and critical economic recovery partners. There is already an economically viable (positive fiscal return for the state) financing program established in Washington State through which Main Street Communities currently meet 25-75% of their operating budgets: the Main Street Tax Credit Incentive Program. **Enhancing this existing program will allow sustainable local funding that doesn't put Main Streets in competition with small businesses or other nonprofit organizations.**

Budget request: Increase the overall cap of the MSTCIP to $4,000,000 in tax credits (currently at $2,500,000 annually) and put in place a partial (sunsetting in 2023) increase in the credit that a participating business receives for their contribution to the local Main Street (currently 75% credit, proposed short-term increase to 90%).

"One thing this crisis has highlighted for us and our community is the **incredible value of having the structure and relationships that we have built through the Main Street Program** solidly established. WSMSP has provided a framework, an information highway, and critical relationships to help our community during this difficult time."

- Ellen Gamson, Mount Vernon Downtown Association

WASHINGTON TRUST FOR HISTORIC PRESERVATION

Data from the "Main Street Impact in Washington State, 2011-2019" report by Stover & Associates available at: ***preservewa.org/impact***

Memorandum

DATE: November 2, 2020

TO: Mayor and City Council

FROM: Bryan Snodgrass, Principal Planner, Community and Economic Development Department

RE: November 16 workshop review of 2020 Comprehensive Plan and zone changes scheduled for City Council first reading on December 7, and public hearing on December 21, 2020.

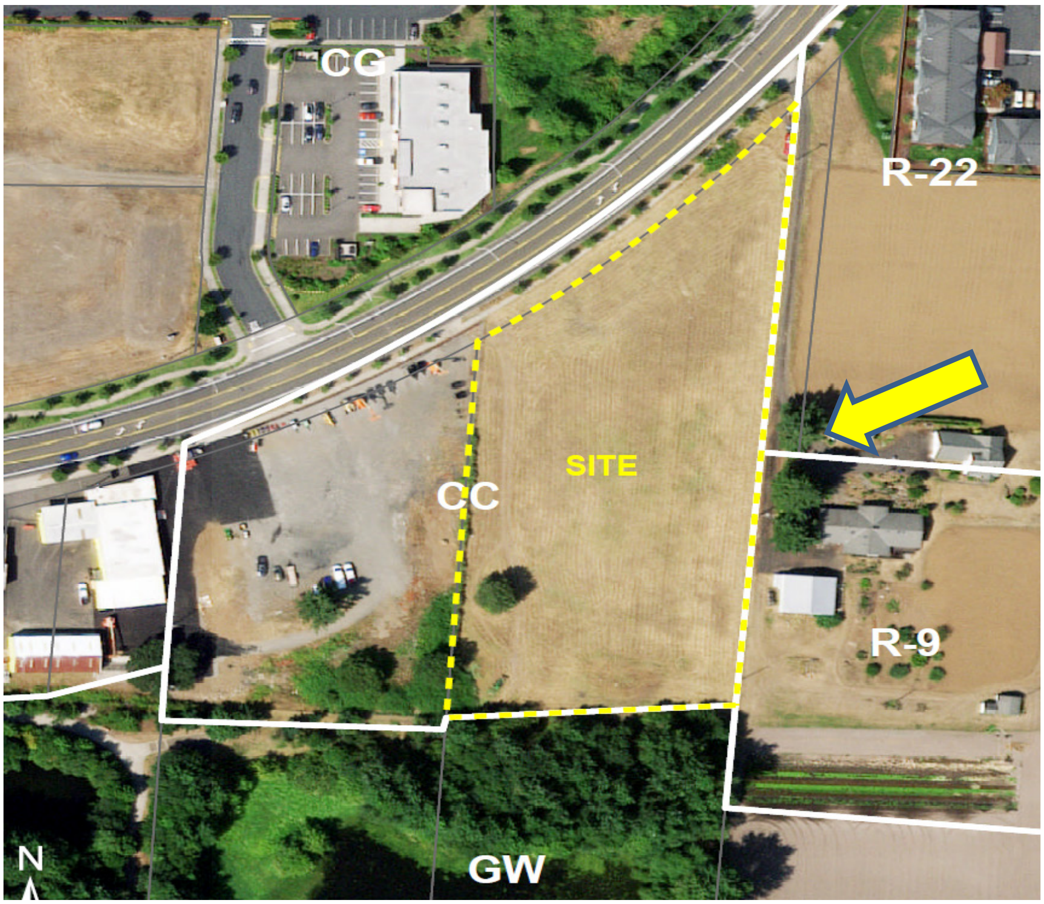
CC: Eric Holmes, City Manager

All but one of the fall 2020 amendments to the Comprehensive Plan and zoning code were reviewed by the Planning Commission at Public Hearings on October 13 and 27, and unanimously recommended for approval by the Planning Commission, with limited public comment. These consist of one site specific map change request submitted by a property owner, one Comprehensive Plan text change related to parks identified by staff, and 10 zoning text changes also developed by staff. One of the zoning text changes was recommended by the Washington Department of Ecology.

The 179-acre Vancouver Innovation Center (VIC) proposed Comprehensive Plan map designation change, master plan and Development Agreement is moving forward on parallel and slightly delayed track from the other changes reviewed in this memorandum. Because of its size and complexity the proposal remains under Planning Commission workshop review. The proposal was introduced to the Council on November 2 under City Manager Communications, and is scheduled for full Council workshops on November 23 and December 21. Public Hearings before the Planning Commission and City Council are anticipated to occur between January and March 2021. In accordance with Growth Management Act requirements to ensure annual Comprehensive Plan changes are reviewed generally concurrently to provide for consideration of cumulative impacts, the Planning Commission and City Council will consider any potential impacts of the other 2020 Comprehensive Plan changes on this VIC proposal, and vice-versa, in making final decisions.

Lead staff contact is Bryan Snodgrass, 360) 487-7946, bryan.snodgrass@cityofvancouver.us.

I. Comprehensive Plan Map Amendment – Gregory Landing, Commercial/CC to Urban High Density/R-22 at a 2.6 acre site at 7401 NE 18th St , Tax Lot # 29378002.



The proposal site is on the south side of 18th Street. To the north of the site across 18th street is an undeveloped vegetated portion of the Winco Foods parcel zoned General Commercial (CG). To the east is One Family Farm zoned Community Commercial (CC). To the south is Burnt Bridge Creek greenway property owned by the City of Vancouver and zoned Greenway (GW). To the west is an undeveloped property zoned Community Commercial (CC).

If the rezone is approved, applicant Ginn Development envisions submitting a site plan for a 46 to 50-unit townhome development, consisting of three and four-bedroom, two-story, attached units, potentially renting in the $1400 to $1700 per month range. The rezone application as initially submitted envisioned a future subdivision of 39 attached single-family homes. In 2019, prior to submitting the rezone proposal, the applicant had received preliminary approval for a 125-unit mixed use market rate apartment building.

The applicant submitted a traffic study estimating that under intensive development scenarios, the proposed R-22 zoning is estimated to yield approximately half as many daily vehicle trips as the existing CC zoning, 557 vs 1098. An economic market analysis has been submitted stating that demand for the existing commercial zoning designation on the site is limited given the prevalence of commercial development and commercially zoned land in the general vicinity, and further dampened in the nearer term because of impacts from the pandemic and associated economic conditions.

Planning Commission discussion at the October 27 public hearing and prior workshops on August 11, September 8 and October 13 focused on overall rezone trends in recent years, the potential role of future residential development on the site in addressing housing needs, and potential views of site development from Burnt Bridge Creek Trail. Commissioners indicated they were satisfied that there was sufficient existing commercial use and undeveloped commercial land in the area to allow for the conversion to residential land, and that the envisioned future development of multi-family rental units suitable for families would expand local housing opportunities. Some Commissioners expressed concern about the design of the units, but were satisfied that visual impacts to Burnt Bridge Creek would be limited.

A link to the CVTV video recording of the public hearing, staff report, presentation and application materials is available here. One person testified at the hearing, Glen Yung, acknowledged that the proposal was small in size but zone changes should not go forward without more information about community benefits and how to ensure they are realized by future development that occurs.

If the rezone is approved, compliance with specific traffic, building, setback, buffering and other development standards will be determined through the Site Plan Review process, which is an administrative review including provisions for notice to neighboring properties and appeal rights, but no further public hearings.

II. Comprehensive Plan Text Amendment – Adoption by reference of the 2021- 2030 Parks, Recreation, and Natural Areas Capital Facilities Plan

Appendix E of the Comprehensive Plan is proposed to be amended to include the updated Parks Capital Facilities Plan (CFP) among the documents adopted by reference. An updated version of the Parks CFP covering parks capital expenditures from 2021 to 2030 was recommended for approval by the Parks and Recreation Advisory Commission at public hearing on September 16.

The proposed CFP is for a ten-year period, including the 2021-2022 biennium budget projects. Beyond the short term, the schedule serves as a planning tool within the parameters of adopted park standards, projected park needs, the life-cycle of park infrastructure and reasonably anticipated funding sources. The CFP envisions capital expenditures just below $100 million during the 10-year period, primarily parks development ($64 million) and acquisition ($20 million). Funding sources are Park Impact Fees (PIF), grants, partnerships and donations, and the City General Fund.

The proposed CFP is consistent with the existing Vancouver Comprehensive Parks, Recreation and Natural Areas Plan last adopted in 2014 and scheduled to be updated in 2022. The Parks CFP is also consistent with the consensus City Council direction from January 2020 regarding phasing in of PIF rates, and continued Council deliberations are envisioned as the CFP moves forward this fall. The Commission recommended approval at an October 13 public hearing, and information and materials from this are available here. There was one clarifying question from the Commission about existing PIF credits at the Waterfront being listed in the CFP. These credits are listed in recognition of the City's purchase of the Vancouver Waterfront park land through PIF credits and developer contribution toward park development, which are progressively credited to future development. No public testimony was offered.

III. Zoning Code Text Changes

Ten changes to the Title 20 zoning code identified by staff were unanimously recommended by the Planning Commission at the October 13 public hearing. The majority of these have little policy impact. Commission discussion was limited to the effect of the proposed change to VMC 20.210, Decision Making Procedures, reducing the comment period on new applications from 30 to 14 days on Type III reviews such as subdivisions. The change is intended to reflect that most parties comment at or before the public hearing rather than on receipt of the application, and a desire to complete reviews in a timely manner. The change would not impact the timeline or ability to comment at the hearing stage. There was also discussion about the use of "and" instead of "of" at the end of #5 in the table. One citizen, Glen Yung, testified with concerns about the reduction in the comment period after receipt of the application. A link to the Planning Commission hearing record and materials is here.

Description	Specific Text
1. Definitions 20.150 and Critical Area Protection, Frequently Flooded Areas -20.740.120 Flood related definitions and other changes directed by the state Department of Ecology in response to FEMA Model Floodplain Ordinance.	• Multiple changes to **VMC 20.150 and 20.740** are to Include penalties for non-compliance; Specific that a staff Floodplain Administrator be designated; More specifically articulate flood proofing requirements applying to detached garages and small storage structures; Require a Conditional Letter of Map Amendment (CLOMR) from FEMA prior to approval of any development permit that alters the floodplain. • See Exhibit B1 of the 10/13/20 Planning Commission staff report for full text, with change to recommended 20.740.120.J.16.a to eliminate *"..,then the project proponent shall initiate within 180 days of the information being made available."…* •
2. Decision Making Procedures– 20.210 For Type III quasi-judicial application (such as subdivisions) reduce comment period after notice of application from 30 to 14 days to allow more	• ***20.210.060.F***. *Comment period. The planning official shall allow ~~30~~ 14 calendar days after the date of Notice of Application is mailed and published in the paper for individuals to submit comments. Within seven calendar days after the close of the public comment period, the planning official shall mail to the applicant a copy of written comments, including email communications, timely received in response to the Notice of Application together with a statement that the applicant may submit a written response to the comments of the planning official within 14 calendar days from the date the comments*

timely completion of reviews. For all applications, update pre-application submittal requirements to recognize electronic submittal	*are mailed. The planning official in making his decision shall consider written comments timely received in response to the Notice of Application and timely written responses to those comments, including e-mail communications, submitted by the applicant.* • ***20.210.080.D***. *Application for a pre-application conference. ~~To request a pre-application conference, an applicant shall submit the required fee, and 12 sets of the following information.~~ Application - Fees. The applicant must submit a completed application form as prescribed by the planning official with applicable fee per Chapter 20.180 VMC.The planning official may waive submittal requirements upon request if found to be inapplicable to the proposed development:* *1. Completed and signed Pre-application Conference Request form provided by the planning official.* *2. ~~Folded and collated plans of the proposed development drawn to scale, no larger than 24" x 36"~~ Information legible for digital reproduction and clearly marked with the following: project name; vicinity map; scale; north arrow; date; applicant's name, phone and fax numbers; contact person's name, phone and fax numbers.*
3. Conditional Use Permits – 20.245 Update application submittal requirements to recognize electronic submittals	• ***20.245.030.A***. *Submission requirements. The applicant must submit a completed application form as prescribed by the planning official with applicable fee per Chapter 20.180 VMC, ~~. An applicant for conditional use permit shall submit an application~~ containing the following information:* *1. Narrative describing the proposed uses for the site, hours of operation, hours and the frequency of deliveries, and construction schedule.* *2. Drawn to scale site plan, legible for digital reproduction, showing accurate representation of the size and shape of the parcel(s), including easements of any kind, all dimensions, and parcel orientation. Include north arrow.*
4. Planned Developments – 20.260 Carry through adopted 2019 increase in density bonus from 5% to 15% to all portions of ordinance. Allow for reduction in minimum lot size for all types of single family development.	• ***20.260.020.B.2.*** *Higher-Density Residential Zoning Districts. In the R-18, R-22, R-30, and R-35 zoning districts, an applicant with a planned development approval may develop the site to contain a mixture of uses subject to the minimum and maximum density provisions of the underlying zone, as contained in Chapters 20.420.040 VMC, plus ~~5%~~ 15% per the density bonus provisions of 20.260.060 (D) VMC.* • *20.260.060.D.2. Density bonuses. An applicant for a planned development shall be entitled to an automatic residential density bonus of ~~5%~~ 15% above the maximum density allowed in the underlying base zone on the portions of the site devoted to housing.*

<table>
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- *20.260.060.B.4. The Planning Commission or Hearings Examiner can reduce the minimum lot size requirement for attached and detached single family residential uses in planned developments.*

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</tr>
<tr>
<td>5. Single Family zoning districts 20.410
Amend use table to indicate infill standard can also apply. Amend development standards table to eliminate misleading first sentence.</td>
<td>

- ***20.410.030-1 Use Table***

<table>
<tr><td>USE</td><td>R-2</td><td>R-4</td><td>R-6</td><td>R-9</td></tr>
<tr><td>Single Dwelling, Attached</td><td>L18</td><td>L18</td><td>L18</td><td>L18</td></tr>
</table>

18 Subject to VMC 20.260.020(B)(1)(a)(2), planned development, ~~and subject to~~ VMC 20.910.050, Zero Lot Line Developments, and VMC 20.920, Infill Developments.

- ***20.410.040-1***
Minimum and Maximum Densities and Lot Sizes[1]

1~~The minimum and maximum density factors shall only be used for calculating densities of planned unit developments governed by VMC 20.260, infill development, density transfer, and situations where an existing house is allowed on a larger than maximum lot size per VMC 20.410.040.C.2.c (Exceptions).~~ Minimum densities shall be calculated based on the gross area of the site minus any public rights-of-way, street tracts, private road easements, lots for dwellings existing on December 11, 2004, and designated critical areas."

</td>
</tr>
<tr>
<td>6. Commercial Zoning Districts – 20.430
Clarify that Artisan & Specialty Good Production is allowed in CC and CG zones, not just CX, and correct inaccurate table reference</td>
<td>

- ***20.430.050A.***
CX, CC, and CG Zones. The following special use limitations apply ~~within the CX zone~~.
1. Artisan and Specialty Goods Production uses ~~in CX zone~~.
a. The Artisan and Specialty Goods Production structure shall not encompass more than ten thousand (10,000) square feet of area. The ten thousand (10,000) square feet total shall include all storage areas associated with the manufacturing operation. These types of uses are limited in size to assure that they will not dominate the commercial area and to limit the potential impacts on residential and commercial uses. Upon application the Planning Official may increase the square feet of area by no more than 20% if it is determined that the additional area will not adversely impact neighboring uses and improvements, and will be consistent with the intent of the ~~CX~~ Zoning District.

- ***20.430.060.B.2.d.*** *Development standards shall be as specified in the MX column of Table 20.430.040~~-2.~~-1*

</td>
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<tr>
<td>7. Industrial Zoning Districts – 20.440</td>
<td>

- ***20.440.030-1*** *Use Table*

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</tr>
</table>

<table>
<tr>
<td>Clean up use table footnotes to clarify marijuana uses are subject to marijuana standards, and electroplating is prohibited and related uses not permitted.</td>
<td>
<table>
<tr><th>USE</th><th>OCI</th><th>IL</th><th>IH</th><th>ECX</th></tr>
<tr><td>Recreational Marijuana Growing or Processing</td><td>X</td><td>L~~34~~ <u>36</u></td><td>L~~34~~ <u>36</u></td><td>X</td></tr>
</table>
11 ~~(Reserved for future use~~) <u>Electroplating and related uses not permitted.</u>
<u>36 Subject to compliance with VMC 20.884, Marijuana Businesses</u>
</td>
</tr>
<tr>
<td><u>8. Impact Fees</u> –<u>20.915</u>
Remove requirement to note impact fee on plat, thereby avoiding need to use formal plat alteration process for any corrections that are needed</td>
<td>• 20.915.020.C. For various types of development. For single-family and duplex residential subdivisions and short subdivisions hereinafter approved, the per-lot impact fee shall be calculated at the time of preliminary subdivision- plat or short subdivision plat approval, ~~noted on the face of the final plat,~~ and imposed on a per-lot basis at the time of building permit application.</td>
</tr>
<tr>
<td><u>9. Parking standards</u> – <u>20.945</u>
Allow Planning Director to authorize off-site parking further than current maximum 300 feet from main use</td>
<td>• 20.945.030.A. Location of accessory vehicle parking in relation to the primary use. The location of off-street parking will be as follows:
1. Whenever possible, the required accessory parking shall be located on the same site as the primary use to which it is accessory.
2. When it is not feasible to locate all or part of the minimum accessory parking on the same site, the following shall apply:
a. Off-street accessory parking spaces for detached and attached single-family and duplex dwellings shall be located on the same lot with the dwelling(s), unless otherwise approved as part of a planned development, per Chapter 20.260 VMC.
b. Off-street accessory parking for multi-family dwellings shall be located no more than 300’ from the building that they serve, <u>unless authorized by the Planning Official</u>.
c. Off-street accessory parking lots for all other uses shall be located no further than 300’ from the building or use that they are required to serve, <u>unless authorized by the Planning Official,</u> measured in a straight line from the building with the following exceptions:</td>
</tr>
</table>

Fall 2020 Comprehensive Plan and Zoning Map and Text Changes

November 16, 2020

Vancouver City Council Workshop

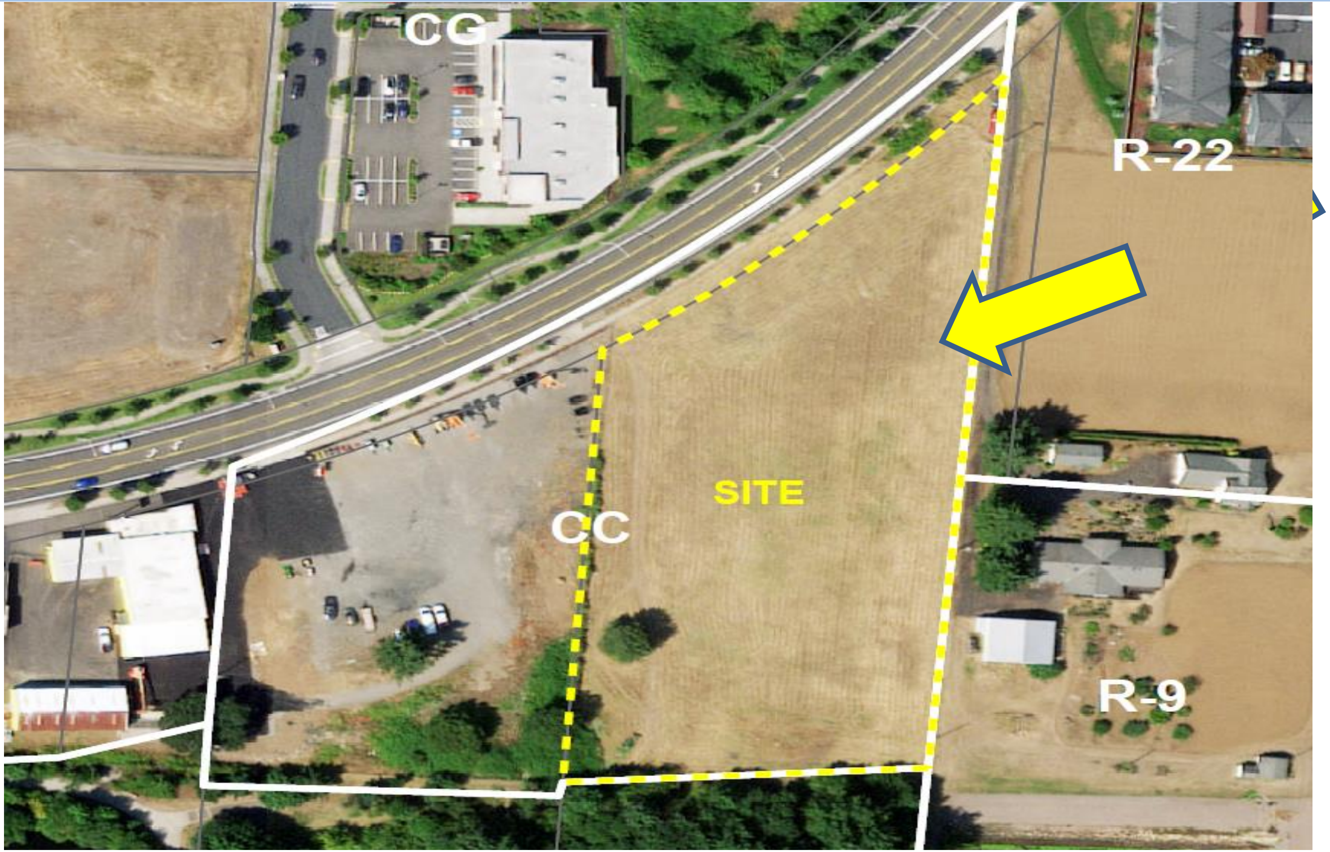
Bryan Snodgrass, Principal Planner, Community and Economic Development Department

Presentation Overview

- One Comprehensive Plan and zoning map change requested by property owner, one Comprehensive Plan text change requested by Parks staff and the PRAC, nine zoning code text changes identified by CED staff and in one case by Washington DOE.
- Identification of issues and concerns to address going forward to December 7 First Reading and December 21 Public hearing.
- VIC rezone/master plan/DA separately scheduled for workshop review on November 23 and December 21, hearings in 2021

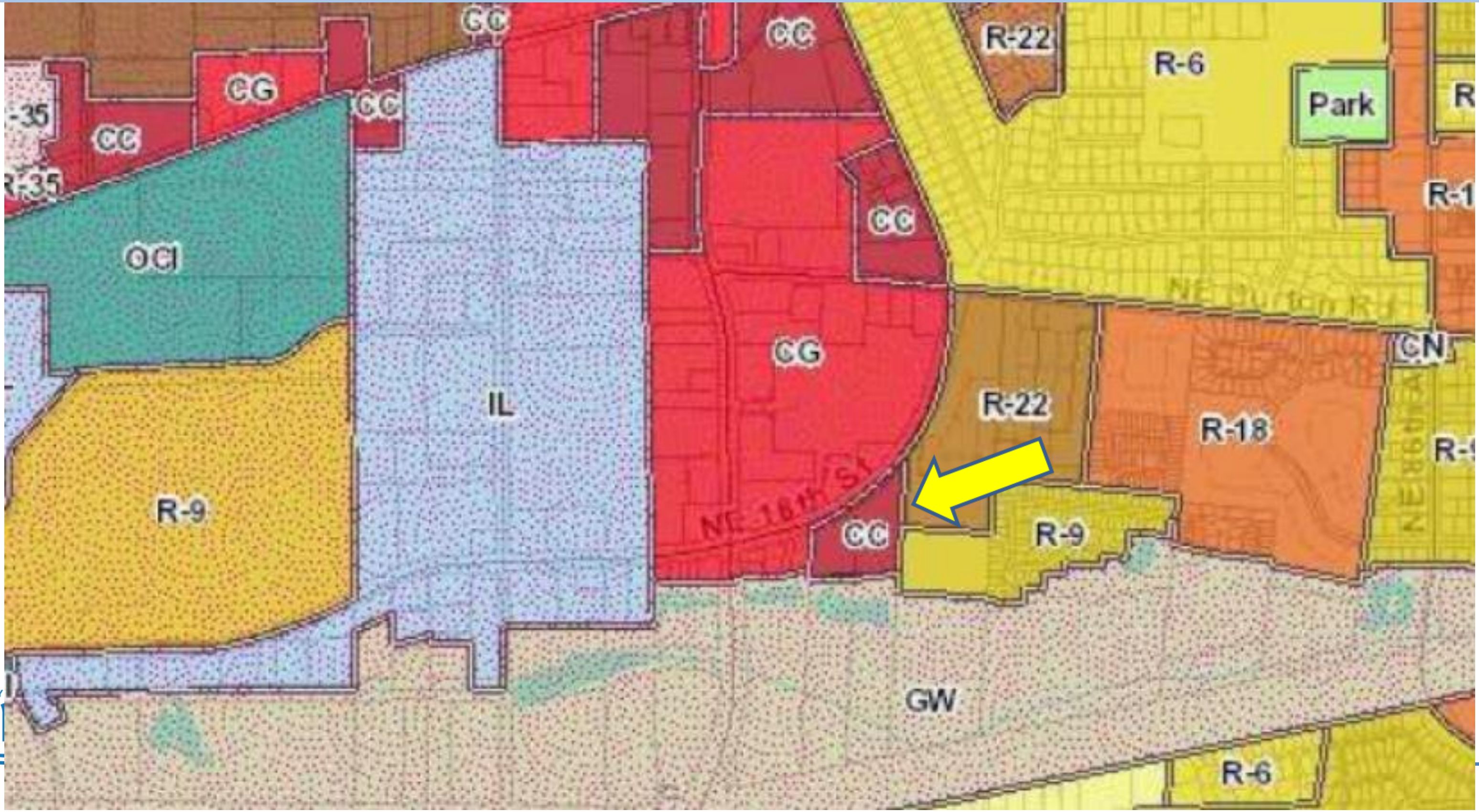
CITY OF Vancouver WASHINGTON

Comp Plan/zone Map Change - Gregory Landing, CC to R-22.



CITY OF Vancouver WASHINGTON

Gregory Landing Regional Zoning



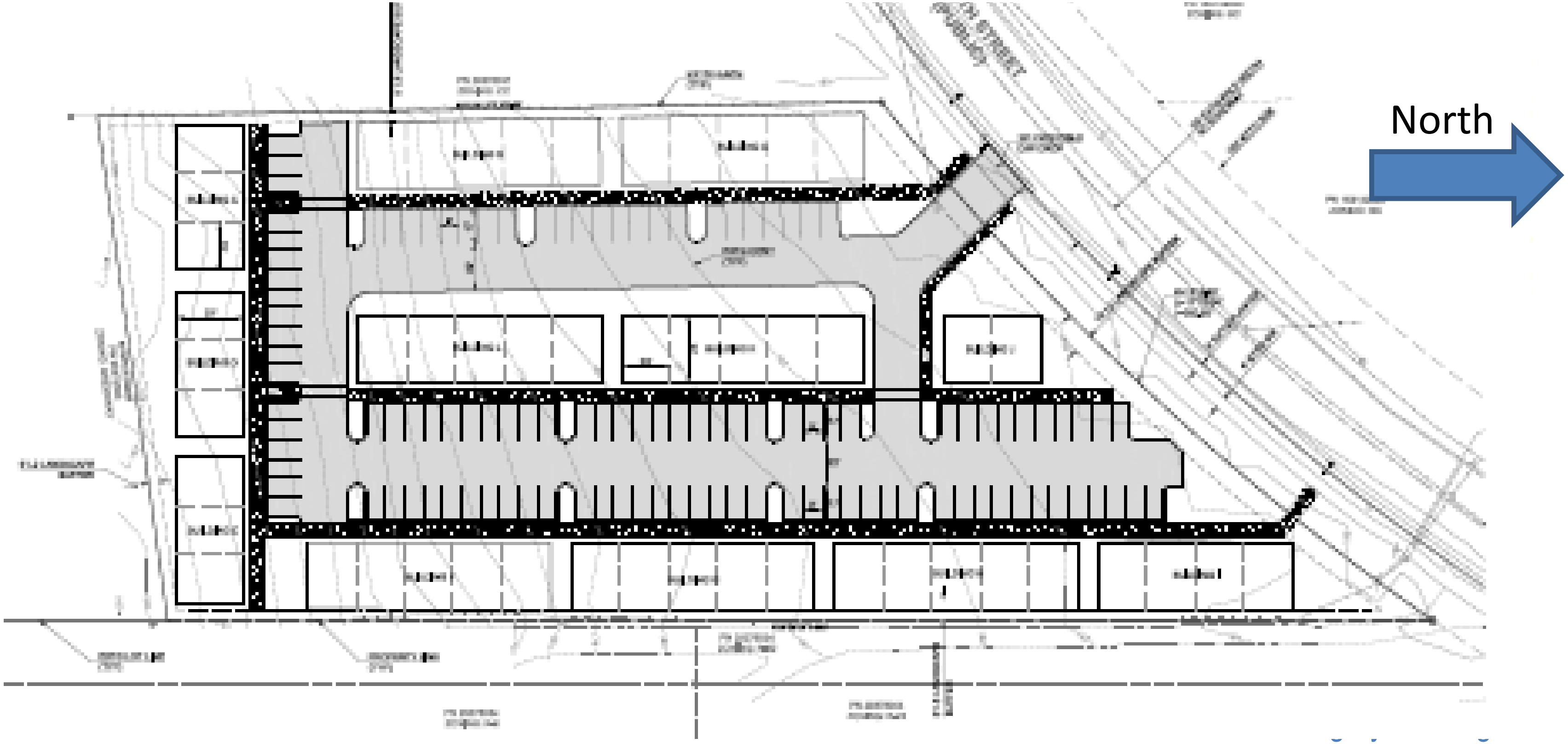
Gregory Landing Background Information

- Site surrounded by range of property types and zones. North across 18th street is an undeveloped portion of Winco Foods zoned CG. East is One Family Farm zoned CC. South is Burnt Bridge Creek greenway property zoned GW. West is undeveloped property zoned CC.
- Applicant's traffic study of "worst case" development indicates proposed R-22 could yield only half as many vehicle trips as existing CC
- Applicant's market study indicates general vicinity contains ample existing commercial uses and developable commercial land

Gregory Landing Background Information (cont.)

- If rezone approved, applicant envisions submitting site plan proposal for 48 to 50- unit attached townhome development, consisting of 2 story, 3 and 4-bedroom units approximately 25 feet in height, with anticipated monthly rents of approximately $1400 to $1700.
- Applicant originally applied for approval of a mixed use apartment under current CC zone in 2019. Initial rezone proposal in 2020 envisioned future attached single family units.

Gregory Landing Conceptual Future Site Plan



Gregory Landing Anticipated View from South

Gregory Landing Recommendation

- After extensive workshop discussion, Planning Commission unanimously recommended approval as rezone, as it allows for future housing near services and amenities, with anticipated 3-4 bedroom units expanding family rental options.
- Rezone would remove a 2.6-acre property from commercial zoning inventory, but this represents less than 1% of citywide developable commercial land, and there are ample existing commercial uses and commercially zoned land in vicinity of site.

Comp Plan Text Change - Adopt Parks CFP by reference

- Include Vancouver Comprehensive Parks, Recreation and Natural Areas Capital Facilities Plan 2021-2030 in Comprehensive Plan Appendix E list of documents adopted by reference
- Consistent with Council direction from January 2020 regarding Park Impact Fee rates
- Overall Parks Comprehensive Plan to be updated in 2022

Zoning Text Change - Floodplain Related Changes

- Directed by DOE in response to FEMA Model Floodplain Ordinance.
- Update flood related definitions in general section (VMC 20.150) and in floodplain section (VMC 20.740)
- Include penalties for non-compliance
- Specify that a staff Floodplain Administrator be designated
- More specifically articulate flood proofing requirements applying to detached garages and small storage structures.
- Require a Conditional Letter of Map Amendment (CLOMR) from FEMA prior to approval of any development permit that alters the floodplain.

Zoning Text Change - Decision Making, VMC 20.210

- For Type III quasi-judicial application (such as subdivisions) reduce comment period after notice of application from 30 to 14 days (060.F), in order to allow more timely completion of reviews. In practice comments that are submitted are received in first 14 days. This does not change ability of public to comment at public hearing stage.
- For all applications, update pre-application submittal requirements to recognize electronic submittal (080.D)

Zoning Text Change - Conditional Use Permits, VMC 20.245

- Update application submittal requirements to recognize electronic submittal (030)

Zoning Text Change - Planned Developments, VMC 20.260

- Carry through adopted 2019 increase in density bonus from 5% to 15% to all portions of ordinance. It was adopted in subsection 020.B.1. but not 020.B.2 and 060.D.2
- Allow for reduction in minimum lot size for attached single family development, not just detached as currently allowed, provided density bonus is not exceeded (060.B.4)

Zoning Text Change - Single Family Districts, VMC 20.410

- Amend footnote 18 of table 030-1 to also include infill development standards under 20.920. Footnote 18 applies to attached single family development, so amendment would effectively authorize attached single family in infill situations, provided infill standards are met.
- Amend footnote 1 of table 040-1 to eliminate first sentence in footnote, which appears to say density limits only apply to certain specialty residential developments rather than all

Zoning Text Change - Commercial Districts, VMC 20.430

- Amend Special Limitations on Uses under 050.A.1 to match Use Table 030-1 and indicate Artisan & Specialty Good Production is allowed in CC and CG zones, not just CX
- Correct reference in 060.B.2.d to Table 040-1, not 040-2

CITY OF Vancouver WASHINGTON

Zoning Text Change - Industrial Districts, VMC 20.440

- Within use table 030-1 under recreational marijuana growing and processing, change footnote 34 to 36. Add new footnote 36 at end of table indicated use is subject to compliance with marijuana standards VMC 20.884.
- Amend current placeholder footnote 11 to say electroplating and related uses not permitted.

Zoning Text Change - Impact Fees, VMC 20.915

- Amend language to clarify that existence but not amount of impact fee is what gets noted on the plat. Because plats are formal records, correcting any inaccuracies on fee amount requires plat alteration process

Zoning Text Change - Parking Standards, VMC 20.945

- Add language allow off-site parking for residential and non-residential uses to be located further than current maximum 300 feet from main use where specifically authorized by the Planning Director (030.A.2.b and c)

Questions and Discussion

- Bryan Snodgrass, Principal Planner, Community and Economic Development Department
  bryan.snodgrass@cityofvancouver.us, 360-487-7946

CITY OF Vancouver WASHINGTON

Item #1.

Staff Report 167-20

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 11/16/2020

SUBJECT Amendments to City of Vancouver Financial Policies

Key Points

- In addition to following all laws related to budgeting as outlined by RCW 35, the City has internal Financial Management Policies that are adopted by City Council and reviewed every two years during the budget development process. The Financial Management Policies are a compendium of all City policies that shape the Budget.
- Financial Policies change periodically to incorporate changes in the economic environment and to follow best practices.

Strategic Plan Alignment

N/A

Present Situation

Several changes to the financial policies are proposed:

- Changed the revenue recovery targets for the land use fees;
- Added City Goals of advancing social justice, environmental sustainability and community safety. The goals are to be utilized in making budget decisions. Progress towards the goals is to be measured and reported regularly

Advantage(s)

Updates current City Financial Policies

Disadvantage(s)

None

Budget Impact

None

Prior Council Review

- City Manager's Recommended 2021-2022 Budget, posted on the web and provided to Council on October 1, 2020;

- Council Workshops on City Manager's Recommended 2021-2022 Budget, October 5, October 12, October 19, October 26 and November 2.

Action Requested

Adopt a resolution amending the City of Vancouver Financial Policies.

Natasha Ramras, Chief Financial Officer, 360-487-8484

ATTACHMENTS:

- Resolution
- Financial Policies

Resolution No. M-____

A RESOLUTION adopting and modifying certain City of Vancouver Financial Policies.

WHEREAS, in addition the laws related to budgeting as outlined by Title 35 RCW, the City has Financial Management Policies (Financial Policies) that are adopted by City Council and reviewed every two years during the budget development process;

WHEREAS, the goal of the Financial Policies is to ensure that the City maintains a healthy financial foundation into the future;

WHEREAS, periodically, certain adjustments to the Financial Policies are proposed to be made;

WHEREAS, the proposed changes to the Financial Policies include updated City Goals of advancing social justice, sustainability efforts and community safety and adjustments to the land use and transportation fee recovery targets;

NOW, THEREFORE,

BE IT RESOLVED BY THE CITY OF VANCOUVER:

Section 1. The City of Vancouver Financial Policies and the Financial policies as set forth in Staff Report 167-20 are hereby adopted in their entirety to take effect on January 1, 2021.

DATED this 16th day of November 2020.

Anne McEnerney-Ogle, Mayor

Attest:

Natasha Ramras, City Clerk

Approved as to form:

Jonathan Young, City Attorney

City Financial Policies

In addition to following all laws related to budgeting as outlined by RCW 35, the City has internal Financial Management Policies that are adopted by the City Council and reviewed every two years during the budget development process. The Financial Management Policies are a compendium of all city policies that shape the budget. The policies ensure that the City maintains a healthy financial foundation into the future. The goal of these policies is to promote:

- An extended financial planning horizon to increase awareness of future potential challenges and opportunities.
- Setting aside reserves for contingencies, replacement of capital equipment, and other similar needs.
- Maintaining the effective buying power of fees and charges and modifying cost recovery targets when appropriate to do so.
- Accountability for meeting standards for financial management and efficiency in providing services.
- Management of the city's physical assets to provide sustainable service levels into the future.
- Planning for the capital needs of the community and managing them for future use by citizens.
- Improved equity for those we serve through city investments and revenue structures.
- An emphasis on improving community safety through strategic deployment of the City's financial resources.
- Improving the City's overall impact on climate change.
- Maintaining appropriate levels of debt while ensuring quality bond ratings.
- Investing public funds to provide maximum security with appropriate returns and timely liquidity.
- Communication to residents and customers on how the community goals are being addressed.

The policy statements are grouped by major category in alignment with the policy goals and are presented in the following order:

- Long Range Financial Planning and Resource Utilization
- Reserves
- Capital Planning and Asset Management
- Financial Asset and Liability Management

Long-Range Financial Planning and Resource Utilization

It is very important to the City to incorporate a long-term perspective and to monitor the performance of the programs competing to receive funding. Management will ensure compliance with the legally adopted budget. Purchases and expenditures will comply with legal requirements and policies and procedures as set forth by the City.

1. A **long-term forecast** of revenues and expenditures will be developed for all operating funds for the six-year period following the end of the current biennial budget.

2. The financial **impact** from budget decisions made during the development of the biennial budget will be reviewed in the context of the **six-year** forecast.

3. The operating budget will be based on the principle that **current operating expenditures**, including debt service, will be **funded with current revenues.** The budget will not use one-time (non-recurring) sources to fund on-going (recurring) uses, postpone expenditures, or use internal borrowing to fund operations. The budget will incorporate the best available estimates of revenues and expenditures.

4. **Performance management** will be utilized in the budget prioritization process to ensure alignment with city goals and strategic commitments. Performance data will be used to support budgetary decisions. Measures will be developed to reflect the City's efficiency and effectiveness. Status of key performance measures will be reported to council.

5. Positive progress towards **climate action, social justice** and **community safety** will be measured annually. Equity and environmental sustainability lenses will be developed and utilized to support budgetary decisions. Status of key performance measures will be reported to council annually.

6. **Service levels will be defined and measured** in a manner that is based on results, including improving equity, safety and advancing climate action goals in the community, (e.g. units of service delivered, service quality & customer satisfaction) rather than resources allocated to provide the service.

7. The City will endeavor to maintain a **diversified general revenue base** to diminish the effects of short-term fluctuations in any given revenue. The goal is to have a combination of revenues that grow in response to a good economy and those that remain stable during times of economic downturn. Examples of the former include sales taxes, utility taxes, and building permit fees. Examples of the latter include property taxes, court fine revenues, and the gambling tax.

8. **Revenue estimates** will be developed using reasonably conservative, but realistic assumptions. Deviation of actual revenues from forecast shall not be greater than 2.5 percent. Revenues will be monitored and reported quarterly, including trends and year-end estimates.

9. **User fees and utility rates** in all funds will be based on balancing the full cost of providing the service, the competitive market, public benefit, community affordability and other appropriate policy considerations. Beginning on January 1, 2019, fees and rates will be adjusted annually at least by the CPI- W for the Seattle-Bellevue-Tacoma using the index for the 12-month period ending in June of the prior year to reflect increases in the costs of providing services. Fees and rates will be reviewed every three to five years and further adjusted if necessary.

10. On a regular basis, the City will conduct **cost of service studies** to identify the full cost of providing services funded with fees as well as the equity and affordability resulting from the cost recovery structures. The calculation of full cost will include all reasonable and justifiable direct and indirect cost components.

11. Specific council policies related to **cost recovery targets** by specific program are listed below.

- Building Fee Cost Recovery Target: 100%
- Land Use Fee Cost Recovery Target (2020): 75%
- Development Review Fees in Transportation Target: 75%
- Recreation Fees Cost Recovery Target (2011): under review in context of program, equity and inclusion objectives

(The above target rates represent percentage of the full cost of providing the services, including city administrative costs, including Departmental administrative costs, cost of maintenance and operation of facilities that the services are provided from and maintenance and replacement of the equipment used.)

12. **Full cost recovery** will be targeted in the enterprise fund operations:

- City Utility Operations (water, sewer, storm water, solid waste);
- Pearson Airport (currently is fully recovering its operating costs);
- Parking Fund (as of 2018 no longer anticipated to receive a General Fund subsidy);
- Tennis Center (the Center is operated by USTA, since September of 2018, but the General Fund will continue supporting indirect costs and up to $10,000 per year in maintenance costs of the building).

13. **Overhead costs** will be appropriately shared by all operating funds as determined by the City's indirect cost allocation plan. The amount charged by the City for services provided under interlocal, or similar agreements, will include a factor to cover the city's overhead costs.

14. **Grants** that support city objectives and are consistent with high priority needs, including those helping to address climate action, social justice and community safety will be aggressively sought. Grants requiring a local match or a continuing city obligation to fund programs will be carefully considered prior to applying for the grant to ensure that ongoing resources will be available to meet the obligation. The City shall attempt to recover all allowable costs, direct and indirect, associated with the administration and implementation of the program funded through grants.

15. **Expenditures will be controlled** by an annual appropriated budget at the department/fund level. The City Council shall establish appropriations through the budget process. The City Council does not require a re-appropriation of carry-forward funds in the second year of the biennium. New or increases in appropriations require council approval.

16. If a deficit is projected during the course of a fiscal year, the city will take steps to reduce expenditures, increase revenues, or, if the deficit is caused by an emergency, consider using one of the existing General Fund reserves. The City Manager may institute a variety of measures to ensure spending remains below reduced revenues.

17. The City's **classification and compensation plan** will be maintained in a manner consistent with the labor market by reviewing classification specifications and benchmarks, so that changes in the classification structure may coincide with the budget cycle. The City will compare employee compensation using a total compensation approach that includes the value of benefits. The City will target compensating employees at the market mean level, within its ability to pay. A schedule of pay ranges of non-represented staff will be attached to the budget for Council review and adoption.

18. **Full-time positions** are controlled by full-time employee (FTE) at a city-wide level. Vacant positions may be borrowed between funds for a time-limited term. Positions may be overfilled with permission by the City Manager or designee for a limited time period in situations where maintaining minimum staffing, reducing personnel related costs, transferring knowledge, and providing a seamless transition between new, terminating, and retiring employees necessitates the overfill. Overfills will be managed within the fund/department budget appropriations.

19. Actual expenditures will be closely and frequently monitored. The comparison of budget to actual expenditures shall be reported to council on a quarterly basis.

Reserves

Reserves are an important indicator of the city's financial position and its ability to withstand adverse events. Maintaining reserves is a prudent management practice.

20. An **emergency General Fund reserve** will be maintained equal to 7% of actual external revenues in the preceding fiscal year in the General, Street, and Fire Funds. The emergency reserve is for unexpected, large-scale events where damage in excess of $1 million is incurred and immediate, remedial action must be taken to protect the health and safety of residents (e.g. major flood, earthquake, etc.). In the event that these "emergency reserve" funds are used, the City shall restore the reserve to the full 7% level within a reasonable amount of time as necessitated by the scale of emergency. A clear plan will be developed to refill the reserve and the first significant deposit will occur the following fiscal year after the event.

21. The City will maintain additional **"working capital"** reserves, sufficient to fund, on average, 60-90 days of operations in each operating city fund. This reserve will address cash flow requirements and allow the City to operate without funding its operations through short-term borrowing.

22. The City will maintain a **"revenue stabilization"** reserve with a goal of reaching 2.5% of the current year's budget in the General Fund. This reserve may be used to provide funding to temporarily offset unanticipated fluctuations in on-going revenues or unanticipated events, such as unexpected external mandates, reductions in state-shared revenues, etc. The reserve funds will provide time for the City to restructure its operations in a deliberate manner to ensure continuance of critical city activities. If the reserve is spent down, it shall be restored within the following two years. This reserve could be utilized if there is an identified 3-6 month trend of reduced revenues.

23. An additional **"designated liability funding"** reserve will be created when the City accepts funding leading to future liabilities. The reserve will be equal to the stated liability in the future. If a federal or state grant requires local resources to fund the initiative after the grant expiration, the cost of funding the initiative is considered to be a liability that will be funded from the "designated liability funding" reserve.

24. The City will set aside a reserve to fund no less than fifty percent of the liability associated with **accrued compensated absences** in all city operating funds.

25. Council may take action to designate reserves for a specific purpose. An example is council's designation of reserves representing proceeds from the sale of the Columbia Arts Center.

26. Funds in excess of the reserves will be considered **unassigned General Fund balance** and could be used to fund high-priority council-designated one-time purposes. This includes, but is not limited to funding accumulated currently unfunded deferred liabilities.

27. **Equipment replacement reserves** will be maintained in the equipment services capital fund sufficient to replace covered vehicles and heavy equipment at the end of their useful lives with like equipment. Equipment rates will include a factor to accrue the estimated replacement cost over the life of the equipment. Reserve balances and rates will be reviewed bi-annually for sufficiency.

28. **Technology equipment replacement reserves** will be maintained in the technology equipment replacement fund sufficient to repair covered equipment and major software systems for replacement at the end of its useful life.

29. A **liability self-insurance reserve** will be maintained to cover potential liability for tort claims. The unrestricted fund balance subtracts from available cash all the known claims against the City and those claims that might have occurred, but not yet reported. The fund balance will be based on the most recent actuarial study of the self-insurance fund. The actuarial study of the fund is to be performed no less frequently than once every two years.

30. A **benefits self-insurance reserve** will be maintained to cover two months' of costs associated with benefit insurance premiums. Additional reserve might be set, as needed, to smooth out annual health insurance cost increases over time. Self-insured health insurance reserves will be maintained at a level consistent with State of Washington requirements for self-insured benefit plans.

31. **Fire pension** benefit obligations will be addressed by annual contributions to the fire pension fund in accordance with recommendations in the most recent actuarial study, as required by R.C.W. 41.16.050. (*Note: This is a "closed" plan with no new participants*.) The current number of members who are retired and receiving pension payments from the city is 33 with no additional members on active duty. City obligations arise only for those firefighters hired prior to March 1, 1970. The State of Washington has assumed all obligations for those hired on or after that date.

In addition to the pension payments, the City is also responsible for life-time medical benefits for the 59 retired members. The City contribution includes the projected annual pension payments for the retired members eligible for retirement benefits and projected annual medical benefit payments for those retired members eligible for medical and long-term coverage.

32. **Police pension** benefit obligation will be funded on a pay-as-you-go basis by making contributions to the police pension fund in an amount sufficient to meet police pension benefit obligations. (Note: this is a “closed” plan with no new participants). The current number of members who are retired and receiving pension payments from the city is 14, with no additional members on active duty. City obligations arise only for those police officers hired prior to March 1, 1970. The State of Washington has assumed all obligations for those hired on or after that date.) In addition to the pension payments, the city is also responsible for the member’s life-time medical benefits of 40 retired members and none on active duty.

33. A **facilities asset management and replacement reserve** shall be established in a separate fund to provide for major maintenance and building replacement of the major city facilities at the end of their useful life. This policy currently applies to facilities of the first and second tiers as defined using contemporary asset management practices.

Capital Planning and Asset Management

Asset management is a systematic process whereby the assets of the city (i.e. water system, sewer system, transportation system, property, buildings, etc.) are operated, maintained, replaced and upgraded cost-effectively. It includes operations and maintenance costs, as well as capital investments which can take the form of new construction, rehabilitation, or replacement.

34. In pursuit of an asset management strategy that prioritizes safety, equity and climate action, the City will:

- Consider the climate impacts of asset investments and pursue asset management strategies that reduce its contribution to climate change over time.
- Consider equity impacts of capital projects and asset management strategies and prioritize investments that improve equity within the City.
- Consider the potential improvements to community safety associated with capital investments and prioritize investments that improve community safety, particularly in the transportation system.

35. Asset management best practice involves managing the performance, risk and expenditures on infrastructure assets in an optimal and sustainable manner throughout their lifecycle covering planning, design, construction, operation, maintenance, and disposal. The City shall integrate the principles and best practices of asset management such as those embodied in the *International Infrastructure Management Manual* in the management of its assets.

36. **Asset inventory** will be maintained with maintenance, repair and deferred maintenance costs identified and updated on an annual basis.

37. **Maintenance** of city assets shall be addressed on a current need, rather than deferred into the future.

38. In 2015, Council adopted a new **Street Funding Program** in response to formal recommendations from a citizen-led effort. Revenues from this program were established to supplement without supplanting street funding resources identified in the 2015-2016 Adopted Biennial Budget. Annual reporting to Council and the residents of outcomes achieved through the Street Funding Initiatives Program has been initiated in 2017 and shall continue into the future. The City will maintain funding of the **Pavement Management Program** at no less than that in the 2015-2016 Biennial Adopted Budget level increased by an appropriate inflationary factor, if necessary. To ensure accountability and transparency, the increase in program level funded by the new Street Funding Program revenue sources will be fully costed, budgeted for and spent from special funds created to track direct operating, capital and administrative expenses. Annual reporting of the outcomes will be published for the residents and the City Council prior to the end of the first quarter of each year for the prior year beginning for fiscal year 2016.

39. The City will redirect to the new Street Funding Program expiring debt service budget from pre-2015 debt issues for transportation projects, beginning with debt expiring in 2016.

40. A **six-year city-wide Capital Improvement Program** shall be developed annually and shall provide a prioritized list of reasonably funded projects and those in process of securing funding. Capital improvement plans for utility assets shall be updated no less frequently than every two years. The comprehensive plan will identify longer-term capital needs by program area.

41. Funding for capital projects, including major facilities maintenance projects, will be allocated in a manner that balances community needs with city priorities, the potential for attracting matching funds, and the ability to reduce or limit expenses in future years.

42. Proceeds from the sale of capital assets of the city in the downtown area are to be reinvested into the public infrastructure projects facilitating further economic development in the downtown.

43. The City's objective is to incorporate a **"pay-as-you-go"** approach (using available cash and current resources) in the Capital Improvement Program. Proceeds from the sale of city capital assets no longer utilized in operations will be deposited consistent with the initial ownership of the asset and invested in the highest priority city capital projects.

44. The capital budget will be adopted at the same time the City operating budget is adopted. The capital budget will only include fully funded projects. The capital budget will only contain projects identified in the Capital Improvement Program.

45. A **capital repair appropriation** will be maintained for unanticipated major repairs of general operating facilities and for emergency replacement of general fund equipment. Additions to the capital repair contingency reserve will be made based on council directions.

46. **Impacts on net annual operating and maintenance costs** will be identified as part of the funding considerations for new capital projects such as buildings, parks and street enhancements. This includes identifying potential reductions in maintenance costs if improvements are funded. The necessary funds to operate the capital facility will be identified at the time the capital budget is adopted.

47. In order to provide long-term sustainable utility services, the city will structure utility rates so that system reinvestment including major repair, rehabilitation and replacement of utility assets can be fully funded on an ongoing basis in accordance with the city's "pay as you go" policy. This will be achieved through a plan of smaller incremental rate increases to maintain affordability. As identified by the utility capital improvement plan, rates will also include an investment component for capacity improvements and system expansion.

48. A **system development reserve** will be maintained to fund growth related capital costs. All systems development charge revenue will be contributed to the fund.

Financial Asset and Liability Management

Investment Policies

49. The City will invest public funds in a manner which will provide maximum security of principal with the highest investment return, while meeting the daily cash flow demands of the City. Detailed policies are found in Exhibit A – Investment Policies.

50. The City will conform to all state and local statutes governing the investment of public funds.

51. All investment security transactions will be conducted on a delivery-versus-payment (DVP) basis.

52. The City will only deposit money with financial institutions qualified by the Washington Public Deposit Protection Commission and in accordance with the provisions of RCW 39.58.

53. The City will issue Request for Proposals (RFPs) for banking services, safekeeping, trust services, and other contracts related to financial services.

Debt Management Policies

54. The City will attempt to pay for capital projects on a “pay-as-you-go” basis. However, if debt is required, the City will follow debt policies as detailed in Exhibit B – Debt Management Policy.

55. The City will issue debt in conformance with the requirements of its statutory general obligation debt limits. The non-voted debt limit is a sub-part of that limit.

56. The City will reserve 10% of its non-voted debt capacity as a contingency against unforeseen emergencies requiring the issuance of debt.

57. The City shall not exceed 85% of the non-voted legal debt limit, excluding the 10% reserved for emergency purposes.

58. The City’s annual debt service payments will not exceed 10% of the total General Fund annual expenditure appropriation.

59. Any Capital projects financed through the issuance of bonds shall be financed for a period not to exceed the expected useful life of the project.

60. The City will adhere to all post-debt-issuance compliance policies as described in Exhibit B – Debt Management Policy.

VOUCHER APPROVAL

We, the undersigned council members of the City of Vancouver, Clark County, Washington, do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers listed below are approved for payment in the amount of:

$ 4,842,568.96 this 16th day of November 2020.

MAYOR

COUNCILMEMBER

AUDITING OFFICER

COUNCILMEMBER

DATE	INCLUSIVE CHECK NUMBERS	CHECK TOTAL
November 3 - November 9	Accounts Payable Checks (see attached)	**$ 4,554,503.77**
November 3 - November 9	Hansen City Payments (see attached)	**$ 286,954.70**
November 3 - November 9	Visa Refunds (see attached)	**$ 1,110.49**
November 3 - November 9	Payroll Checks (see attached)	**$ -**
TOTAL		**$ 4,842,568.96**

INVOICE PAYMENTS REPORT

Payment Category	Payment Type	Check Number	Payment Date	Payment Amount	Payment Payee	Payment Memo if applicable
Supplier Payment	Manual Wire	No Reference	11/4/2020	18,231.23	Bank Of America N.A.	
Supplier Payment	Manual Wire	No Reference	11/5/2020	404,965.33	Vancouver Firefighters Union Health & Welfare Trust	
Supplier Payment	Manual Wire	No Reference	11/5/2020	8,879.76	VSP Vision Care Inc	
Supplier Payment	Manual Wire	No Reference	11/5/2020	185,500.00	Western States Health & Welfare Trust	
Supplier Payment	Manual Wire	No Reference	11/6/2020	28,952.61	Gallagher Bassett Services Inc	
Supplier Payment	Manual Wire	No Reference	11/9/2020	156,654.33	Blue Cross Blue Shield of Oregon	
Supplier Payment	Manual Wire	No Reference	11/9/2020	13,908.70	Washington Dental Service	
Expense Payment	Direct Deposit	EFT-00077011	11/5/2020	86.44	Robert Givens	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00077012	11/5/2020	216.19	Jim Bullinger	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00077013	11/5/2020	229.05	Kathleen McNicholas	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00077014	11/5/2020	61.00	Chad Thurman	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00077015	11/5/2020	7.75	Truc Price	Employee Reimbursement
Supplier Payment	EFT	EFT-00077016	11/5/2020	1,650.00	JCI Jones Chemicals Inc	
Supplier Payment	EFT	EFT-00077017	11/5/2020	188,203.54	Lee Contractors LLC	
Supplier Payment	EFT	EFT-00077018	11/5/2020	27,470.90	Rhizors Painting LLC	
Supplier Payment	EFT	EFT-00077019	11/5/2020	1,004,154.35	Operations Management International Inc	
Supplier Payment	EFT	EFT-00077020	11/5/2020	20,740.08	Metereaders LLC	
Supplier Payment	EFT	EFT-00077021	11/5/2020	3,554.91	Jeanette M. Bader	
Supplier Payment	EFT	EFT-00077022	11/5/2020	20,089.09	Lynn K Wittwer MD PC	
Supplier Payment	EFT	EFT-00077023	11/5/2020	971.25	Allegiance Benefit Plan Management Inc	
Supplier Payment	EFT	EFT-00077024	11/5/2020	107,944.87	Share Inc	
Supplier Payment	EFT	EFT-00077025	11/5/2020	770,772.36	Rotschy Inc	
Supplier Payment	EFT	EFT-00077026	11/5/2020	3,873.95	Lifeline Connections	
Supplier Payment	EFT	EFT-00077027	11/5/2020	876.22	McKesson Medical Surgical Inc	
Supplier Payment	EFT	EFT-00077028	11/5/2020	40,562.39	Second Step Housing	
Supplier Payment	EFT	EFT-00077029	11/5/2020	144.00	Rotschy Inc	
Supplier Payment	EFT	EFT-00077030	11/5/2020	2,493.28	Otak Inc	
Customer Refund	Check	17709	11/4/2020	366.00	EDITH VALDEZ	Duplicate payment 12/19/19 & 9/21/20
Ad Hoc Payment	Check	17710	11/4/2020	106.17	Aaron Suckling	Utility Refunds: 0032058700-03
Ad Hoc Payment	Check	17711	11/4/2020	73.00	Alena Sangiuliano	MPE-288769 refund
Ad Hoc Payment	Check	17712	11/4/2020	181.88	Alison Hill-Alton	Utility Refunds: 0083000924-04
Ad Hoc Payment	Check	17713	11/4/2020	905.08	Allin Family LLC	Utility Refunds: 0047037500-03
Ad Hoc Payment	Check	17714	11/4/2020	63.29	Allison S Harless	Utility Refunds: 0000001130-03 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	17715	11/4/2020	301.00	Andrew and Stephanie Holmes	Utility Refunds: 0068068700-03
Ad Hoc Payment	Check	17716	11/4/2020	1,000.00	Bennett Guth	Utility Refunds: 0117032501-02
Ad Hoc Payment	Check	17717	11/4/2020	16.83	Bobby W and Nancy L Patrick	Utility Refunds: 0081007500-07
Ad Hoc Payment	Check	17718	11/4/2020	65.43	Bradley Coiteux and Robert Scott Halberg	Utility Refunds: 0040053200-03
Ad Hoc Payment	Check	17719	11/4/2020	119.42	Brandon and Celia Huston	Utility Refunds: 0000006232-03
Ad Hoc Payment	Check	17720	11/4/2020	166.00	Brian and Kelsey Legato	Utility Refunds: 0068045700-09
Ad Hoc Payment	Check	17721	11/4/2020	38.85	Catholic Charities	Utility Refunds: 0002000111-02
Ad Hoc Payment	Check	17722	11/4/2020	154.29	Charlotte McKennon	Utility Refunds: 0107005104-03
Ad Hoc Payment	Check	17723	11/4/2020	167.95	Cheryl and Steven Rafoth	Utility Refunds: 0000001819-03
Ad Hoc Payment	Check	17724	11/4/2020	26.66	Cheryl Konn	Utility Refunds: 0000002674-03
Ad Hoc Payment	Check	17725	11/4/2020	79.05	Cheryl Rafoth	Utility Refunds: 0000001819-03

*Please contact Procurement Services if you would like to review the justification for EMERGENCY procurement.

INVOICE PAYMENTS REPORT

Payment Category	Payment Type	Check Number	Payment Date	Payment Amount	Payment Payee	Payment Memo if applicable
Ad Hoc Payment	Check	17726	11/4/2020	158.00	Cole Hadwin	Utility Refunds: 0000006802-02
Ad Hoc Payment	Check	17727	11/4/2020	82.22	Connie McCormmach	Utility Refunds: 0000007700-02
Ad Hoc Payment	Check	17728	11/4/2020	169.00	Craig Mischenko,C/O Personal Property Management	Utility Refunds: 0000006568-02
Ad Hoc Payment	Check	17729	11/4/2020	82.35	Danil and Liliya Tkachev	Utility Refunds: 0000002776-01
Ad Hoc Payment	Check	17730	11/4/2020	212.52	David and Norrene Godfrey	Utility Refunds: 0009087900-01
Ad Hoc Payment	Check	17731	11/4/2020	57.15	Dung Nguyen and Tai Si Hua	Utility Refunds: 0000009280-02
Ad Hoc Payment	Check	17732	11/4/2020	67.01	Dzintra Alksnis	Utility Refunds: 0012010300-03
Ad Hoc Payment	Check	17733	11/4/2020	65.20	EDS ELECTRIC LLC	
Ad Hoc Payment	Check	17734	11/4/2020	486.96	Fitalina and Joseph Geter	Utility Refunds: 0086013903-06
Ad Hoc Payment	Check	17735	11/4/2020	206.52	Gary R Alm	Utility Refunds: 0000004942-04
Ad Hoc Payment	Check	17736	11/4/2020	78.41	Ginn Group LLC	Utility Refunds: 0002000111-02
Ad Hoc Payment	Check	17737	11/4/2020	760.00	Government Finance Officers Association	CAFR Review Fee - INV 3758
Ad Hoc Payment	Check	17738	11/4/2020	78.81	GREENBROOK CONSTRUCTION LLC	Utility Refunds 0500002064-01
Ad Hoc Payment	Check	17739	11/4/2020	58.40	Henco Plumbing Services LLC	MPE-289113 refund
Ad Hoc Payment	Check	17740	11/4/2020	455.90	Hung T Nguyen	Utility Refunds: 0047094301-04 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	17741	11/4/2020	47.90	James A Breck	refund pkg permit COV08275
Ad Hoc Payment	Check	17742	11/4/2020	164.26	Jason Ward	Utility Refunds: 0086007200-18
Ad Hoc Payment	Check	17743	11/4/2020	90.62	Jeffrey Learing,and Megan Leboutillier	Utility Refunds: 0000008501-02
Ad Hoc Payment	Check	17744	11/4/2020	450.00	Jerry Bevans	refund overpmt parking citation 0100860 (reduced to warning)
Ad Hoc Payment	Check	17745	11/4/2020	44.94	John F Martin and Katherine E Martin	Utility Refunds: 0034041100-02
Ad Hoc Payment	Check	17746	11/4/2020	37.91	John Ryan	Utility Refunds: 0073004058-02
Ad Hoc Payment	Check	17747	11/4/2020	40.51	Joshua Zumwalt	Utility Refunds: 0020021407-06
Ad Hoc Payment	Check	17748	11/4/2020	125.63	Joy Dettmer	Utility Refunds: 0045000153-03
Ad Hoc Payment	Check	17749	11/4/2020	69.37	Joy Elaine Dettmer Trustee	Utility Refunds: 0045000153-03
Ad Hoc Payment	Check	17750	11/4/2020	58.40	Just-In-Time Electrical Inc	MPE-282403 refund
Ad Hoc Payment	Check	17751	11/4/2020	58.40	Just-In-Time Electrical Inc	MPE-281673 refund
Ad Hoc Payment	Check	17752	11/4/2020	154.00	Karie Whitehead	Utility Refunds: 0081008100-13 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	17753	11/4/2020	153.00	Karsen Stamp	Utility Refunds: 0082004900-24
Ad Hoc Payment	Check	17754	11/4/2020	131.00	Kathleen and Daniel Myers	Utility Refunds: 0085040000-10
Ad Hoc Payment	Check	17755	11/4/2020	258.04	Kathleen Cooney	Utility Refunds: 0000005258-02
Ad Hoc Payment	Check	17756	11/4/2020	405.10	Kathryn Maynard, Trustee	Utility Refunds: 0012021802-00
Ad Hoc Payment	Check	17757	11/4/2020	349.00	Ken and Amy Messinger	Utility Refunds: 0071088900-14
Ad Hoc Payment	Check	17758	11/4/2020	74.23	Kitchen Electric LLC	MPE-290325 refund
Ad Hoc Payment	Check	17759	11/4/2020	283.00	Legacy 6 Inc	FRI-279536 refund
Ad Hoc Payment	Check	17760	11/4/2020	283.00	Legacy 6 Inc	FRI-279535 refund
Ad Hoc Payment	Check	17761	11/4/2020	3,934.69	Leland Goeke	Utility Refunds: 0103004002-01
Ad Hoc Payment	Check	17762	11/4/2020	84.00	Linda Coleman, Trustee	Utility Refunds: 0080037700-06
Ad Hoc Payment	Check	17763	11/4/2020	262.30	Lindy and David Sims	Utility Refunds: 0000002381-04
Ad Hoc Payment	Check	17764	11/4/2020	37.10	Luann Grover	Utility Refunds: 0000003898-03
Ad Hoc Payment	Check	17765	11/4/2020	180.00	Marshall and Starr Thiesen,,Trustees	Utility Refunds: 0000009135-02
Ad Hoc Payment	Check	17766	11/4/2020	94.83	Michael Curry	Utility Refunds: 0008011500-12
Ad Hoc Payment	Check	17767	11/4/2020	150.00	Michele Dollar	Voucher #2000374-082
Ad Hoc Payment	Check	17768	11/4/2020	3.00	Nebraska Department of Motor Vehicles	201029 Driving Record Request
Ad Hoc Payment	Check	17769	11/4/2020	89.52	Nick Harris	Utility Refunds: 0069076100-05
Ad Hoc Payment	Check	17770	11/4/2020	259.03	Nicole and Anthony Obrist	Utility Refunds: 0000008128-02
Ad Hoc Payment	Check	17771	11/4/2020	20.00	Oliver / Nonny Orjiako	refund overpmt alarm inv #99416791
Ad Hoc Payment	Check	17772	11/4/2020	8.55	Paul F Crollard	Utility Refunds: 0055023504-02

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INVOICE PAYMENTS REPORT

Payment Category	Payment Type	Check Number	Payment Date	Payment Amount	Payment Payee	Payment Memo if applicable
Ad Hoc Payment	Check	17773	11/4/2020	61.76	Pavel and Svetlana Igumnov	Utility Refunds: 0070054265-02
Ad Hoc Payment	Check	17774	11/4/2020	141.00	Pavel Slivkov	Utility Refunds: 0069047531-16
Ad Hoc Payment	Check	17775	11/4/2020	40.00	PCS	Cameo Cafe LLC (Acct #21150; Inv #99402531/99408786)
Ad Hoc Payment	Check	17776	11/4/2020	360.00	PCS	Sherwin Williams (Acct #T-4342; Inv #99355979/99361959/99402022/99407332)
Ad Hoc Payment	Check	17777	11/4/2020	192.00	Quality Sales	Utility Refunds: 0003020900-06
Ad Hoc Payment	Check	17778	11/4/2020	107.00	Rainy M Knight	Utility Refunds: 0082002100-12 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	17779	11/4/2020	54.62	Richard Goss	Utility Refunds: 0070096300-07
Ad Hoc Payment	Check	17780	11/4/2020	198.37	Ronald and Elise Miller	Utility Refunds: 0079074600-11
Ad Hoc Payment	Check	17781	11/4/2020	96.23	Ronald Miller	Utility Refunds: 0079074600-11
Ad Hoc Payment	Check	17782	11/4/2020	215.83	Russell D Garrett	Utility Refunds: 0128141180-02
Ad Hoc Payment	Check	17783	11/4/2020	245.38	Sarah Goss and Richard Goss Jr	Utility Refunds: 0070096300-07
Ad Hoc Payment	Check	17784	11/4/2020	191.00	Scott Knight and Ericka Hicks	Utility Refunds: 0000006840-02
Ad Hoc Payment	Check	17785	11/4/2020	116.36	Sean and Anissa Smith	Utility Refunds: 0077000820-05
Ad Hoc Payment	Check	17786	11/4/2020	76.85	Shauna L Hutchinson	Utility Refunds: 0091002006-02
Ad Hoc Payment	Check	17787	11/4/2020	112.32	Sheila and Robert West	Utility Refunds: 0072070850-06
Ad Hoc Payment	Check	17788	11/4/2020	100.50	Teresa A Sasse	Utility Refunds: 0098036100-03
Ad Hoc Payment	Check	17789	11/4/2020	98.61	The David H Christensen Trust	Utility Refunds: 0012021802-00
Ad Hoc Payment	Check	17790	11/4/2020	214.03	Vadim and Ana Erhan	Utility Refunds: 0000001775-03
Ad Hoc Payment	Check	17791	11/4/2020	138.97	Vadim Erhan	Utility Refunds: 0000001775-03
Ad Hoc Payment	Check	17792	11/4/2020	171.00	Vancouver National Historic Reserve Trust	Utility Refunds: 0002000111-02
Ad Hoc Payment	Check	17793	11/4/2020	215.00	Vyacheslav and Olga Lyubar	Utility Refunds: 0000005447-02
Ad Hoc Payment	Check	17794	11/4/2020	115.58	Zenith Properties NW, LLC	Utility Refunds: 0000006232-03
Supplier Payment	Check	17795	11/4/2020	245,900.62	Advanced Excavating Specialists LLC	
Supplier Payment	Check	17796	11/4/2020	500.81	Advantel Incorporated	
Supplier Payment	Check	17797	11/4/2020	8,355.00	Allegis Group Holdings Inc - Remit-To: TekSystems Inc - Atlanta	
Supplier Payment	Check	17798	11/4/2020	121.80	American Sani-Can	
Supplier Payment	Check	17799	11/4/2020	136.49	Aramark Uniform & Career Apparel LLC - Remit-To: Aramark - Pasadena	
Supplier Payment	Check	17800	11/4/2020	86.46	AT & T Mobility II LLC	
Supplier Payment	Check	17801	11/4/2020	1,393.51	Bacon Collision	
Supplier Payment	Check	17802	11/4/2020	2,976.28	Brown and Caldwell - Remit-To: Brown & Caldwell - San Francisco	
Supplier Payment	Check	17803	11/4/2020	5,647.50	BSK Associates - Remit-To: Supplier BSK Associates	
Supplier Payment	Check	17804	11/4/2020	5,507.27	Cadman Materials - Remit-To: Cadman - Chicago	
Supplier Payment	Check	17805	11/4/2020	6,033.75	Cascadia Consulting Group Inc	
Supplier Payment	Check	17806	11/4/2020	10,674.27	CECO Inc	
Supplier Payment	Check	17807	11/4/2020	2,500.00	CFM Strategic Communications Inc	
Supplier Payment	Check	17808	11/4/2020	13,962.49	CH2M Hill Engineers Inc - Remit-To: CH2M - Dallas	
Supplier Payment	Check	17809	11/4/2020	1,688.64	Chough Inc	
Supplier Payment	Check	17810	11/4/2020	24.91	Comcast Holdings Corporation - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	17811	11/4/2020	114.90	Comcast Holdings Corporation - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	17812	11/4/2020	108.27	Comcast Holdings Corporation - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	17813	11/4/2020	109.90	Comcast Holdings Corporation - Remit-To: Comcast Business - City of Industry	

INVOICE PAYMENTS REPORT

Payment Category	Payment Type	Check Number	Payment Date	Payment Amount	Payment Payee	Payment Memo if applicable
Supplier Payment	Check	17814	11/4/2020	193.27	Comcast Holdings Corporation - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	17815	11/4/2020	8,091.46	Copiers Northwest	
Supplier Payment	Check	17816	11/4/2020	38,472.07	CUES Inc - Remit-To: CUES Inc - Cincinnati	
Supplier Payment	Check	17817	11/4/2020	68,950.68	Dan's Tractor Inc	
Supplier Payment	Check	17818	11/4/2020	130.08	Datec Inc	
Supplier Payment	Check	17819	11/4/2020	7,930.00	Davidson Benefits Planning	
Supplier Payment	Check	17820	11/4/2020	9,944.91	DLT Solutions LLC	
Supplier Payment	Check	17821	11/4/2020	3,905.27	Eagle Newspaper Inc	
Supplier Payment	Check	17822	11/4/2020	56.35	Experian Marketing Solutions - Remit-To: Experian - Los Angeles	
Supplier Payment	Check	17823	11/4/2020	10,324.95	Ferguson Enterprises - Remit-To: Ferguson - Dallas	
Supplier Payment	Check	17824	11/4/2020	18,236.25	Financial Consulting Solutions Group Inc	
Supplier Payment	Check	17825	11/4/2020	1,966.88	Gallagher Bassett Services Inc	
Supplier Payment	Check	17826	11/4/2020	3,256.42	Gordon Tilden Thomas & Cordell LLP	
Supplier Payment	Check	17827	11/4/2020	260.22	Gordon Truck Centers	
Supplier Payment	Check	17828	11/4/2020	3,300.60	Gray & Osborne Inc	
Supplier Payment	Check	17829	11/4/2020	508.74	Harper Houf Peterson Righellis Inc	
Supplier Payment	Check	17830	11/4/2020	3,341.60	Invintus Media LLC	
Supplier Payment	Check	17831	11/4/2020	270.56	J-2 Blueprint Supply Co.	
Supplier Payment	Check	17832	11/4/2020	119,564.23	Jacobs Engineering Group Inc	
Supplier Payment	Check	17833	11/4/2020	65.00	Kaiser Permanente - Remit-To: Kaiser Permanente	
Supplier Payment	Check	17834	11/4/2020	1,982.50	Keating Bucklin & McCormack Inc PS	
Supplier Payment	Check	17835	11/4/2020	45.00	Kronos Incorporated - Remit-To: Atlanta	
Supplier Payment	Check	17836	11/4/2020	23,410.39	Lakeside Industries Inc - Remit-To: Lakeside - LB Seattle	
Supplier Payment	Check	17837	11/4/2020	14,977.50	Lee Weinstein	
Supplier Payment	Check	17838	11/4/2020	1,170.00	Legacy Laboratory Services Inc	
Supplier Payment	Check	17839	11/4/2020	91,034.32	Leotek Electronics USA LLC - Remit-To: Leotek - City of Industry	
Supplier Payment	Check	17840	11/4/2020	19,346.26	Marion Ag Service, Inc	
Supplier Payment	Check	17841	11/4/2020	3,735.00	Maul Foster & Alongi Inc	
Supplier Payment	Check	17842	11/4/2020	840.40	McFarlanes Bark Inc	
Supplier Payment	Check	17843	11/4/2020	1,000.00	Message Gears LLC	
Supplier Payment	Check	17844	11/4/2020	302,079.14	Municipal Emergency Services Inc - Remit-To: Municipal Emergency Services - Chicago	
Supplier Payment	Check	17845	11/4/2020	3,139.50	Murray Smith Inc	
Supplier Payment	Check	17846	11/4/2020	417.35	National Safety Inc	
Supplier Payment	Check	17847	11/4/2020	16,688.29	Northend Truck Equipment Inc - Not for new purchases, use OSW Equip	
Supplier Payment	Check	17848	11/4/2020	105.00	Northwest Drug-Safe LLC	
Supplier Payment	Check	17849	11/4/2020	2,000.00	NW Family Psychology, LLC	
Supplier Payment	Check	17850	11/4/2020	128,593.92	Olson Brothers Pro-Vac, LLC	
Supplier Payment	Check	17851	11/4/2020	1,890.69	One Call Concepts Inc	
Supplier Payment	Check	17852	11/4/2020	17,995.00	Parkeon	
Supplier Payment	Check	17853	11/4/2020	7,697.87	Physio-Control Inc - Remit-To: Stryker Medical	
Supplier Payment	Check	17854	11/4/2020	1,235.00	Porter W Yett Company	
Supplier Payment	Check	17855	11/4/2020	12,020.38	Public Safety Testing Inc	
Supplier Payment	Check	17856	11/4/2020	720.40	Purple Communications Inc	
Supplier Payment	Check	17857	11/4/2020	178.86	Rentokil North America Inc	

*Please contact Procurement Services if you would like to review the justification for EMERGENCY procurement.

INVOICE PAYMENTS REPORT

Payment Category	Payment Type	Check Number	Payment Date	Payment Amount	Payment Payee	Payment Memo if applicable
Supplier Payment	Check	17858	11/4/2020	219.01	Retail Lockbox Inc	
Supplier Payment	Check	17859	11/4/2020	210.75	Richard L Hepper	
Supplier Payment	Check	17860	11/4/2020	7,490.08	Right Systems Inc	
Supplier Payment	Check	17861	11/4/2020	2,493.20	SafeFire LLC	
Supplier Payment	Check	17862	11/4/2020	34,716.46	Scott Edwards Architecture LLP	
Supplier Payment	Check	17863	11/4/2020	3,709.45	SDB Contracting Services	
Supplier Payment	Check	17864	11/4/2020	9,191.00	Sequence Graphics LLC	
Supplier Payment	Check	17865	11/4/2020	89.23	Shred It USA LLC	
Supplier Payment	Check	17866	11/4/2020	5,749.34	Software House International SHI - Remit-To: SHI - Dallas	
Supplier Payment	Check	17867	11/4/2020	74.15	Stericycle Inc	
Supplier Payment	Check	17868	11/4/2020	5,947.49	Structured	
Supplier Payment	Check	17869	11/4/2020	15,000.00	The Salvation Army	
Supplier Payment	Check	17870	11/4/2020	478.59	Transunion Risk & Alternative Data Solutions Inc	
Supplier Payment	Check	17871	11/4/2020	426.84	Triple J Enterprises	
Supplier Payment	Check	17872	11/4/2020	2,178.34	TV Etc ESD 112	
Supplier Payment	Check	17873	11/4/2020	2,067.31	Tyree Oil Inc	
Supplier Payment	Check	17874	11/4/2020	4,756.10	Univar Solutions USA Inc - Remit-To: Supplier Univar Solutions USA Inc	
Supplier Payment	Check	17875	11/4/2020	5,209.02	Walter E Nelson Company	
Supplier Payment	Check	17876	11/4/2020	24,304.59	Wilson Oil Inc	
Supplier Payment	Check	17877	11/4/2020	9,059.04	Wire Works LLC	
Supplier Payment	Check	17878	11/4/2020	3,433.00	W Todd Pascoe	
Supplier Payment	Check	17879	11/4/2020	116.25	XPO Logistics Enterprise Services, Inc - Remit-To: XPO - Portland	
Supplier Payment	Check	17880	11/4/2020	875.50	Yakima County	
Supplier Payment	Check	17881	11/4/2020	6,836.77	Northwest Staffing Resources Inc - Remit-To: NW Staffing - Portland	
Supplier Payment	Check	17882	11/4/2020	8,559.50	Pacifica Law Group LLP	
Supplier Payment	Check	17883	11/4/2020	10,000.00	Police Activities League of SW Washington	
Supplier Payment	Check	17884	11/4/2020	6,449.10	Qwest Corp - Remit-To: Qwest Corp- Seattle	
Supplier Payment	Check	17885	11/4/2020	568.00	Summit Law Group	
Supplier Payment	Check	17886	11/4/2020	37.72	United Parcel Service	
Supplier Payment	Check	17887	11/4/2020	69,038.09	Vancouver Downtown Association	
Supplier Payment	Check	17888	11/4/2020	28,598.00	Williams Kastner & Gibbs PLLC - Remit-To: Williams Kastner - Seattle	
			SUBTOTAL	**4,554,503.77**		
Hansen			11/9/2020	286,954.70	City Payments	Posted 11-02-20 to 11-08-20
			SUBTOTAL	**286,954.70**		
Visa			11/9/2020	881.49	Miscellaneous	Parks Class Refunds - FCC 11-01-20 to 11-08-20
Visa			11/9/2020	229.00	Miscellaneous	Parks Class Refunds - MCC 11-01-20 to 11-08-20
Visa			11/9/2020	0.00	Miscellaneous	Parks Class Refunds - Special Events 11-01-20 to 11-08-20
Visa			11/9/2020	0.00	Miscellaneous	Parks Class Refunds - WREC 11-01-20 to 11-08-20
			SUBTOTAL	**1,110.49**		

*Please contact Procurement Services if you would like to review the justification for EMERGENCY procurement.

INVOICE PAYMENTS REPORT

Payment Category	**Payment Type**	**Check Number**	**Payment Date**	**Payment Amount**	**Payment Payee**	**Payment Memo if applicable**
			TOTAL	**4,842,568.96**		

*Please contact Procurement Services if you would like to review the justification for EMERGENCY procurement.

City of Vancouver
Payroll Council Report
November 3, 2020 - November 9, 2020

Check No.	Date	Explanation	Amount
		No payroll this period	

$ -

Item #3.

Staff Report 156-20

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 11/16/2020

SUBJECT Property Tax Affordable Housing Levy for 2021

Key Points

- The Affordable Housing Fund is funded by a $6 million annual property tax levy which was approved by the voters of Vancouver in 2016.
- Proposition 1, which was approved by the voters of Vancouver in November 2016, authorized a $6,000,000 annual property tax levy for 7 years, beginning in 2017. By authorizing a 0.0 percent increase, the $6,000,000 levy will remain as is. Information provided by the Washington State Department of Revenue states that the dollar amount stated in the ballot title is a limiting amount, and the highest lawful levy amount is $6,000,000.
- Approval of a 0.0 percent increase would result in a City's resident's property tax related to the Affordable Housing Levy remaining the same for 2021 unless the property's assessed value has increased. Taxes are calculated as follows: Assessed value times Levy Rate divided by 1,000.

Strategic Plan Alignment

Goal 3, Objective 3.2: Improve services available to underserved or vulnerable residents.

Present Situation

Proposition 1 was approved by the voters of Vancouver in November 2016, and authorized a $6,000,000 annual property tax levy for 7 years, beginning in 2017. Information provided by the Washington State Department of Revenue states that the dollar amount stated in the ballot title is a limiting amount, and the highest lawful levy amount is $6,000,000.

Staff recommends that City Council approve a 0.0% increase in the property tax levy for the Affordable Housing Levy. Based on last year's Affordable Housing Fund levy of $6,000,000, the increase will be $0.00. Authorization of this requires a simple majority vote of City Council.

Staff estimates that the City's Affordable Housing Fund property tax levy rate in 2021 will range between $0.22 per $1,000 of assessed value to $0.23 per $1,000 of assessed value, compared to the actual 2020 affordable housing fund property tax levy rate of $0.238 per $1,000. The decrease in the property tax levy rate is attributed to assessed values in the City increasing by approximately 5.2% compared to the prior year. Because of the limit on property tax increases, as discussed above, the property tax levy rate declines as assessed value increases. The statutory cap for the City's levy rate is $3.325 per $1,000 of assessed value.

Example calculation of City Property Tax:

Assessed Value 2020 $370,000	Levy Rate 2020 $0.23805 (per $1,000 assessed value; Affordable Housing Levy only)	2020 City Property Tax = $88.08
Assessed Value 2021 $389,240 (assumes assessed value increases 5.2%)	Estimated Levy Rate 2021 $0.22629 (per $1,000 assessed value; Affordable Housing Levy only)	2020 City Property Tax (hypothetical) = $88.08
AV increases 5.2%	Levy Rate declines	Annual tax increase $0.00 for this example taxpayer*

**If the assessed value of the resident's property as a percentage increased by less than 5.2%, the resident's annual taxes would be equal to or slightly less than the taxes paid to the City in 2020. If the assessed value of the resident's property increased by more than 5.2% from the previous year, the increase in the annual taxes would be slightly higher.*

Some citizens may qualify for tax relief, or qualify for a deferral program. To find out more information about this, residents should contact the Clark County Assessor's Office at 564-397-2391 or visit their website at http://www.clark.wa.gov/assessor/taxrelief/index.html.

Advantage(s)

Continued funding will be available to pay the costs authorized in the Affordable Housing Fund. The 0.0% increase would result in no increase in a city resident's property tax bill for the Affordable Housing Fund City portion of taxes for a home with an assessed valuation of $389,240 assuming the taxpayer's assessed value increased by 5.2% assuming a levy rate of $0.22629.

Disadvantage(s)

None

Budget Impact

There will be no impact on budget for the on-going annual property tax collections for the Affordable Housing Fund.

Prior Council Review

- 2021-2022 Biennial Budget Council Workshop – Overview on October 5, 2020
- 2021-2022 Biennial Budget Council Workshop – General Operating & Policy on October 19, 2020

- 2021-2022 Biennial Budget Council Workshop – Budget Packet on November 2, 2020

Action Requested

On Monday, November 16, 2020, subject to second reading and public hearing, approve the ordinance.

Carrie Lewellen, City Treasurer, 360-487-8482

ATTACHMENTS:

- Ordinance

11/09/20
11/16/20

ORDINANCE NO. __________

AN ORDINANCE relating to the annual property tax levy; authorizing an increase of 0.0% in the City's Affordable Housing Fund levy from the amount levied the previous year; and providing for an effective date.

WHEREAS, the City Council of the City of Vancouver, pursuant to RCW 84.55.120, is holding a public hearing and considered its budget for the calendar years 2021/2022; and

WHEREAS, the City of Vancouver's actual levy amount for the Affordable Housing Fund Levy from 2020 was $6,000,000; and

WHEREAS, the ballot title of Proposition 1 approved by Vancouver voters in November 2016 limits the Affordable Housing Levy amount to $6,000,000 annually for seven (7) years beginning in 2017; and

WHEREAS, the population of the City of Vancouver is more than 10,000.

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF VANCOUVER:

Section 1. That an increase in the regular affordable housing fund property tax levy is hereby authorized for the 2021 levy in the amount of $0.00, which is a percentage increase of 0.0% from the previous year.

Section 2. That the City Clerk is directed to transmit and file a certified copy of this ordinance with the Board of Clark County Commissioners and the Clark County Assessor following approval by City Council.

Section 3. That this ordinance shall go into effect five days after adoption.

Read first time:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

Read second time:

PASSED by the following vote:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

SIGNED this ________ day of ____________________, 2020.

____
Anne McEnerny-Ogle, Mayor

Attest:

____
Natasha Ramras, City Clerk

Approved as to form:

____
Jonathan Young, City Attorney

SUMMARY

ORDINANCE NO. ________

AN ORDINANCE relating to the annual affordable housing property tax levy; authorizing an increase of 0.0% in the City's affordable housing fund levy from the amount levied the previous year; and providing for an effective date.

The full text of this ordinance will be mailed upon request. Contact Raelyn McJilton, Records Officer at 487-8711, or via www.cityofvancouver.us (Go to City Government and Public Records).

Item #4.

Staff Report 157-20

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 11/16/2020

SUBJECT General Property Tax Levy for 2021

Key Points

- Property taxes make up the largest, single revenue source available to support essential general fund City services.
- State law allows the City to annually increase the property tax levy no more than 1% or the rate of inflation calculated by the Implicit Price Deflator (IPD), whichever amount is less, for both the City's General Fund property tax levy and for the Affordable Housing property tax levy.
- The IPD rate for 2021 levy calculations is 0.602 percent.
- Approval of a 0.602 percent increase would increase a city resident's property tax bill for the City portion of taxes by $4.33 per year for a home with a current assessed valuation of $370,000 assuming a 5.2% increase in assessed value of the property for 2021 and a projected levy of $1.93 per $1,000.
- The 2021/2022 budget forecasted that 2021 property taxes would increase by 0.602 percent or about $310,000 for the General Fund.

Strategic Plan Alignment

The recommended 2021-2022 biennial budget, which is substantially supported by the property tax levy, will advance multiple Strategic Plan goals and objectives.

Present Situation

On November 6, 2001, Washington voters approved Initiative 747 (I-747), which limits the allowable increase in the property tax levy to 1.0%, or the rate of inflation, whichever is less. The intent of the Initiative was reaffirmed by the Legislature in November 2007. The measure of inflation used under this law is the Implicit Price Deflator (IPD). The IPD inflation rate for 2021 levy calculations is 0.602%.

Staff recommends that City Council approve a 0.602% increase in the property tax levy. Because the inflation rate is lower than the 1.0% limit, the 0.60152% increase is the maximum increase allowed. Based on last year's General Fund levy of $51,357,181.44, the increase will be $309,170.23. Authorization of this increase requires a simple majority vote of City Council.

Staff estimates that the City's general fund property tax levy rate in 2021 will range between $1.93 per $1,000 of assessed value to $1.98 per $1,000 of assessed value, compared to the actual 2020 general fund property tax levy rate of $2.0376 per $1,000. The decrease in the property tax levy rate is attributed to assessed values in the City increasing by approximately 5.2% compared to the prior year. Because of the limit on property tax increases, as discussed above, the property tax levy rate declines as assessed value increases. The statutory cap for the City's levy rate is $3.325 per $1,000 of assessed value.

Example calculation of City Property Tax:

Assessed Value 2020 $370,000	Levy Rate 2020 $2.0376 (per $1,000 assessed value; General Fund Levy only)	2020 City Property Tax = $753.91
Assessed Value 2021 $389,240 (assumes assessed value increases 5.2%)	Estimated Levy Rate 2021 $1.948 (per $1,000 assessed value; General Fund Levy only)	2021 City Property Tax (hypothetical) = $758.24
AV increases 5.2%	Levy Rate declines	Annual tax increase $4.33 for this example taxpayer*

**If the assessed value of the resident's property as a percentage increased by less than 5.2%, the resident's annual taxes would be equal to or slightly less than the taxes paid to the City in 2020. If the assessed value of the resident's property increased by more than 5.2% from the previous year, the increase in the annual taxes would be slightly higher.*

Some citizens may qualify for tax relief, or qualify for a deferral program. To find out more information about this, residents should contact the Clark County Assessor's Office at 564-397-2391 or visit their website at http://www.clark.wa.gov/assessor/taxrelief/index.html.

In addition to the base levy, the City collects new property tax revenue based on the value of new construction added to the assessment rolls during the prior year. The revenue to the City is calculated using the assessed value of new construction multiplied by the prior year's levy rate. The value of new construction is still being finalized by the County Assessor's Office and includes the value of utility new construction provided to the County Assessor by the State. The most recent estimate from the County Assessor's Office indicates more than $331 million of new construction, which translates into $675,000 of additional City property tax revenue, which is slightly less than the $800,400 received for new construction values for 2020 taxes. The City's ordinance states the percentage and dollar amount increase in the City's base property tax levy as required by RCW 84.55.120. The County Assessor will determine the levy amount for new construction based on their final calculations.

Advantage(s)

Continued funding will be available from the City's primary revenue source to pay the cost of essential City services.

Disadvantage(s)

The 0.602% increase would increase a city resident's property tax bill for the General Fund City portion of taxes by $4.33 per year for a home with an assessed valuation of $370,000 assuming the taxpayer's assessed value increased by 5.2% and an estimated levy rate of $1.948 per $1,000.

Budget Impact

The recommended budget relies on the forecasted revenue from a 0.6% property tax increase for the General Fund.

Prior Council Review

- 2021-2022 Biennial Budget Council Workshop – Overview on October 5, 2020
- 2021-2022 Biennial Budget Council Workshop – General Operating & Policy on October 19, 2020
- 2021-2022 Biennial Budget Council Workshop – Budget Packet on November 2, 2020

Action Requested

On Monday, November 16, 2020, subject to second reading and public hearing, approve the ordinance.

Carrie Lewellen, City Treasurer, 360-487-8482

ATTACHMENTS:

Ordinance

11/09/20
11/16/20

ORDINANCE NO. __________
(RCW 84.55.120)

AN ORDINANCE relating to the annual property tax levy; authorizing an increase of 0.602% in the City's regular levy from the amount levied the previous year; and providing for an effective date.

WHEREAS, the City Council of the City of Vancouver has met and considered its budget for the calendar years 2021/2022; and,

WHEREAS, the City of Vancouver's actual levy amount for the General Fund from 2020 was $51,357,181.44; and,

WHEREAS, the Implicit Price Deflator (IPD) rate released on August 27, 2020 is 0.602%, which is less than 1.0%. RCW 84.55.005 limits the allowable increase to 1.0% or the IPD rate, whichever is lower; and

WHEREAS, the population of the City of Vancouver is more than 10,000.

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF VANCOUVER:

Section 1. That an increase in the regular general fund property tax levy is hereby authorized for the 2021 levy in the amount of $309,170.23, which is a percentage increase of 0.602% from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, any increase in the value of state-assessed property, any annexations that have occurred and refunds made.

Section 2. That the City Clerk is directed to transmit and file a certified copy of this ordinance with the Board of Clark County Commissioners and the Clark County Assessor following approval by City Council.

Section 3. That this ordinance shall go into effect five days after adoption.

Read first time:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

Read second time:

PASSED by the following vote:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

SIGNED this ________ day of ____________________, 2020.

____
Anne McEnerny-Ogle, Mayor

Attest:

Approved as to form:

____
Natasha Ramras, City Clerk

____
Jonathan Young, City Attorney

SUMMARY

ORDINANCE NO. ________

AN ORDINANCE relating to the annual property tax levy; authorizing an increase of 0.602% in the City's regular general fund levy from the amount levied the previous year; and providing for an effective date.

The full text of this ordinance will be mailed upon request. Contact Raelyn McJilton, Records Officer at 360-487-8711, or via www.cityofvancouver.us (Go to City Government and Public Records).

CITY OF Vancouver WASHINGTON

Item #5.

Staff Report 158-20

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 11/16/2020

SUBJECT Substantial Need to Increase Limit Factor to 101% for Property Tax Levy in 2021

Key Points

- Property taxes make up the largest, single revenue source available to support essential general fund City services.
- State law allows the City to annually increase the property tax levy no more than 1% or the rate of inflation calculated by the Implicit Price Deflator (IPD), whichever amount is less, for the City's General Fund property tax levy.
- The IPD rate for 2021 levy calculations is 0.602 percent.
- Approval to find a substantial need and bank the levy capacity will allow the City to partially access the difference between the IPD rate of 0.602 percent and 1.0% in future years.
- An ordinance showing substantial need must be passed by a super-majority of the governing board.

Strategic Plan Alignment

N/A

Present Situation

On November 6, 2001, Washington voters approved Initiative 747 (I-747), which limits the allowable increase in the property tax levy to 1.0%, or the rate of inflation, whichever is less. The intent of the Initiative was reaffirmed by the Legislature in November 2007. The measure of inflation used under this law is the Implicit Price Deflator (IPD). The IPD inflation rate for 2021 levy calculations is 0.602%.

Staff Report 157-20 recommends that City Council approve a 0.602% increase in the property tax levy. Because the inflation rate is lower than the 1.0% limit, the 0.602% increase is the maximum increase allowed. Based on last year's General Fund levy of $51,357,181.44, the increase will be $309,170.23.

The City would like to preserve and bank the levy capacity between the IPD rate of 0.602% and

1.0%, thus increasing the limit factor to 101% in 2021.

Chapter 84.55.0101 RCW states that upon a finding of substantial need, the legislative authority of a taxing district other than the state may provide for the use of a limit factor under this chapter of one hundred one percent or less. In districts with more than four members, a majority plus one vote must approve an ordinance or resolution under this section. The new limit factor shall be effective for taxes collected in the following year only.

Banked capacity is the difference between the highest lawful levy that could have been made under chapter 84.55 RCW and the actual levy that was imposed, less funds levied not subject to the levy to the levy limit, such as refund levies. The amount of banked capacity changes each year because the highest lawful levy under chapter 84.55 RCW and the actual levy are recalculated. Having banked capacity for one year does not guarantee the district will have the same amount or more the following year. One way a district can protect its levy capacity is to pass the appropriate ordinances. If a district levies less than its highest lawful levy, it will have banked capacity. If a district levies at its highest lawful levy, it will not have banked capacity. When a district wants to use banked capacity, its ordinance must authorize a large enough increase as compared to the prior year's actual levy that will allow the district to levy at its highest lawful levy.

Advantage(s)

Banking the approximately .4% marginal capacity in the property tax levy will reserve capacity that could be accessed in future years to augment the City's primary revenue source to pay the cost of essential City services.

Disadvantage(s)

The banked capacity could result in a levy greater than 1% in future years which could translate into a higher property tax bill for property owners in that year. In addition, banking the capacity for potential access in future years adds complexity to implementation of an already widely misunderstood property tax system.

Budget Impact

There will be no impact on budget for the on-going annual property tax collections; the budget forecasted a 0.6% increase for the General Fund. Accessing the banked capacity in a future year may have an impact on budget at that time.

Prior Council Review

- 2021-2022 Biennial Budget Council Workshop – Overview on October 5, 2020
- 2021-2022 Biennial Budget Council Workshop – General Operating & Policy on October 19, 2020
- 2021-22 Biennial Budget Council Workshop – Budget Packet on November 2, 2020

Action Requested

On Monday, November 16, 2020, subject to second reading and public hearing, approve the ordinance.

Carrie Lewellen, City Treasurer, 360-487-8482

ATTACHMENTS:

- Ordinance

11/09/20
11/16/20

ORDINANCE NO. __________
(RCW 84.55.120)

AN ORDINANCE relating to the annual property tax levy; making a finding of substantial need; authorizing to bank future levy capacity in the City's regular levy equal to the limit factor of 101% for the 2021 property tax levy; making a finding of future substantial need and preserving unlevied property tax levy capacity for future needs; providing for an effective date.

WHEREAS, the City Council of the City of Vancouver has met and considered its budget for the calendar years 2021/2022; and,

WHEREAS, RCW 84.55.120 provides in part that no increase in property tax revenue, other than that resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property, may be authorized by a taxing district, except by adoption of a separate ordinance or resolution, pursuant to notice, specifically authorizing the increase in terms of both dollars and percentage; and,

WHEREAS, the Implicit Price Deflator (IPD) rate released on August 27, 2020 is 0.602%, which is less than 1.0%. RCW 84.55.005 limits the allowable increase to 1.0% or the IPD rate, whichever is lower; and

WHEREAS, RCW 84.55.0101 authorizes the City, upon a finding of substantial need by City Council by a vote of a majority plus one, to use a property tax limit of one hundred one (101) percent or less for taxes collected in the following year only; and

WHEREAS, the City Council of the City of Vancouver, WA, has determined that, due to city projected future budget deficits there is substantial need to preserve unlevied property tax levy capacity for future needs; and City Council finds that there is a need to increase the regular property tax limit factor above the rate of inflation.

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF VANCOUVER:

Section 1. That the limit factor for the tax year 2021 shall be 101 percent, in order to provide adequate public services to the citizens of the City of Vancouver.

Section 2. The Council finds that there is a substantial need to preserve unlevied property tax levy capacity for future needs and hereby establishes its intent to preserve that certain additional tax levy capacity equal to those additional taxes that could have been levied in 2021.

Section 3. That the City Clerk is directed to transmit and file a certified copy of this ordinance with the Board of Clark County Commissioners and the Clark County Assessor following approval by City Council.

Section 4. That this ordinance shall go into effect five days after adoption.

Read first time:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

Read second time:

PASSED by the following vote:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

SIGNED this ________ day of ____________________, 2020.

____
Anne McEnerny-Ogle, Mayor

Attest:

____
Natasha Ramras, City Clerk

Approved as to form:

____
Jonathan Young, City Attorney

SUMMARY

ORDINANCE NO. ________

AN ORDINANCE relating to the annual property tax levy; making a finding of substantial need; authorizing the limit factor for the tax year 2021 of 101 percent; providing for an effective date five days after adoption.

The full text of this ordinance will be mailed upon request. Contact Raelyn McJilton, Records Officer at 487-8711, or via www.cityofvancouver.us (Go to City Government and Public Records).

Item #6.

Staff Report 159-20

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 11/16/2020

SUBJECT Ad Valorem Taxes for 2021

Key Points

- Approving ad valorem taxes authorizes the County Assessor to levy real and personal property taxes.
- City staff have estimated the City should approve ad valorem taxes for 2021 in the amount of $59 million in order to fund the 2021-2022 biennial budget. Of this, $53 million is for general fund purposes, and $6 million is for the affordable housing fund.

Strategic Plan Alignment

N/A

Present Situation

Pursuant to RCW 35.33.135, Council must approve an ordinance to fix and authorize the Clark County Assessor's Office to levy ad valorem taxes necessary to fund the City of Vancouver's 2019-2020 Biennial Budget.

An ad valorem tax (Latin for "according to value") is defined as a tax based on the value of real estate or personal property. An ad valorem tax is typically imposed at the time of a transaction(s) (a sales tax or value-added tax (VAT)), but it may be imposed on an annual basis (real or personal property tax) or in connection with another significant event (i.e. inheritance tax).

Staff currently estimates the 2021 real and personal property tax levy as $59 million, which includes a preliminary estimate of $675,900 in property tax revenue from new construction. The estimate of property tax from new construction will be updated based on the final new construction valuation provided by the Assessor's Office. The estimate of property tax revenue does not include the change in value of state-assessed utility property. Both of these amounts will not be final until December 2020.

City staff recommends that Council approve ad valorem taxes in the amount of $59 million, which is needed to fund the City's 2021-2022 biennial budget. Of the total, $53 million is for general fund purposes, and $6 million is for the affordable housing fund. Approving ad valorem taxes of $59 million allows the County Assessor's Office to levy real and personal property taxes to the full extent allowed under Washington State law. Staff anticipates that the final certified levy will be between $58.4 million and $58.9 million in 2021. If Council authorizes the ad valorem tax amount too low, the County Assessor's Office will only be allowed to levy up to the amount authorized by Council.

Staff recommends that City Council approve ad valorem taxes in the amount of $59 million for the 2021 real and personal property tax levy within the city limits of Vancouver. This estimated revenue source is necessary to fund the 2021-2020 Biennial Budget for the City of Vancouver.

Advantage(s)

Ad valorem taxes provide continued funding from the City's primary revenue source, which is necessary to fund the 2021-2022 Biennial Budget.

Disadvantage(s)

Ad valorem taxes increase; however, the increase is small and the specific impact on a property owner is dependent on the change in their assessed value.

Budget Impact

The amount of the ad valorem tax ordinance is included in the 2021-2022 Biennial Budget.

Prior Council Review

- 2021-2022 Biennial Budget Council Workshop – Overview on October 5, 2020
- 2021-2022 Biennial Budget Council Workshop – General Operating & Policy on October 19, 2020
- 2021-2022 Biennial Budget Council Workshop – Budget Packet on November 2, 2020

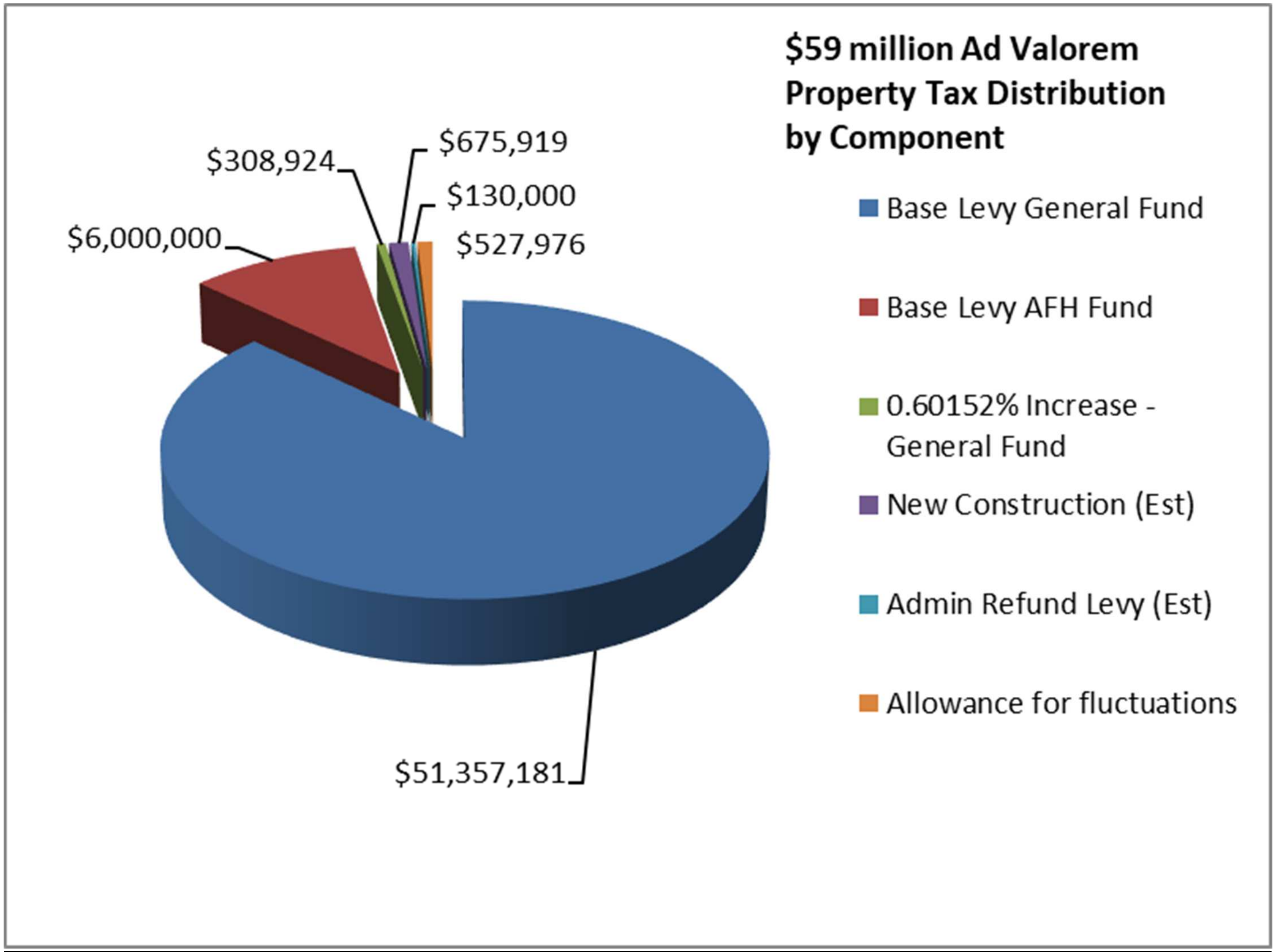
Action Requested

On Monday, November 16, 2020, subject to second reading and public hearing, approve the ordinance.

Carrie Lewellen, City Treasurer, 360-487-8482

ATTACHMENTS:

- Ad Valorem Property Tax Distribution by Component
- Ordinance


$59 million Ad Valorem Property Tax Distribution by Component
$308,924
$675,919
$130,000
$6,000,000
$527,976
$51,357,181
Base Levy General Fund
Base Levy AFH Fund
0.60152% Increase - General Fund
New Construction (Est)
Admin Refund Levy (Est)
Allowance for fluctuations

11/09/2020
11/16/2020

ORDINANCE NO. __________

AN ORDINANCE fixing and levying the amount of ad valorem taxes necessary to balance estimated revenue with estimated expenditures for the 2021/2022 Budget for the City of Vancouver; providing for an effective date.

WHEREAS, the City Council finds that the total net amount of $59,000,000 in revenue must be raised by ad valorem taxes on real and personal property within the corporate limits of the City of Vancouver to balance estimated revenues and expenditures for the 2021/2022 budget for the City of Vancouver.

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF VANCOUVER:

Section 1. There is hereby fixed to be raised by general property taxes upon real and personal property within the City of Vancouver the amount of $59,000,000, for the following purposes:

Amount of tax levy for	
General Government Purposes	$53,000,000
Affordable Housing Levy	$ 6,000,000
Total Levy Amount	$59,000,000

Section 2. The City Clerk is directed to transmit and file a certified copy of this ordinance with the Board of Clark County Commissioners and the Clark County Assessor following approval by City Council.

Section 3. This ordinance shall take effect five days after adoption.

Read first time:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

Read second time:

PASSED by the following vote:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

SIGNED this ________ day of ____________________, 2020.

____

Anne McEnerny-Ogle, Mayor

Attest:

____

Natasha Ramras, City Clerk

Approved as to form:

____

Jonathan Young, City Attorney

SUMMARY

ORDINANCE NO. ________

AN ORDINANCE fixing and levying the amount of ad valorem taxes necessary to balance estimated revenue with estimated expenditures for the 2021/2022 Budget for the City of Vancouver; providing for an effective date five days after adoption.

The full text of this ordinance will be mailed upon request. Contact Raelyn McJilton, Records Officer at 487-8711, or via www.cityofvancouver.us (Go to City Government and Public Records).

Item #7.

Staff Report 160-20

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 11/16/2020

SUBJECT Affordable Housing Sales Tax Implementation

Key Points

- The City has a dearth of affordable housing for very low income, homeless and nearly homeless residents.
- RCW 82.14.530 authorizes the imposition of an additional sales and use tax of one-tenth of one percent to be used for funding affordable housing. The state legislature passed HB 1590 providing municipalities with the right to impose the tax utilizing a councilmanic action.
- The attached Ordinance imposes the Affordable Housing Sales Tax in the City of Vancouver. The new revenue will fund new units of housing for the most vulnerable population of the City of Vancouver. Eligible uses include funding of new housing units and funding the operations and maintenance costs of new units of affordable housing and facilities where housing-related programs are provided, or newly constructed evaluation and treatment centers. The anticipated annual amount of revenue generated by the newly imposed increase in the sales and use tax for affordable housing is estimated to be $4.2 to $4.5 million annually.

Strategic Plan Alignment

Goal 3, Objective 3.2: Improve services available to underserved or vulnerable residents.

Present Situation

The City has a dearth of affordable housing for very low income, homeless and nearly homeless residents as well as a need for additional behavioral health programs and services.

Current state law, (RCW 82.14.530) authorizes the imposition of an additional sales and use tax of one-tenth of one percent to be used for funding affordable housing. The state legislature passed HB 1590 providing Washington counties an exclusive right to impose the tax until September 30, 2020, and cities were given the right to impose the tax thereafter as long as the county they are located in had not already done so. The bill has expanded the method of implementation to include a councilmanic action. Clark County did not impose the additional sales and use tax by September 30, 2020.

At least 60% of the revenue must be used for constructing affordable housing, constructing mental and behavioral health-related facilities, or funding the operations and maintenance costs of new units of affordable housing and facilities where housing-related programs are provided. The affordable housing and facilities may only be provided to people within specified population groups whose income is 60% or less of the county median income. Median income in Clark County in 2020 for a family of four is $65,300 based upon the Vancouver Median Household Income (ACS 5 year) adjusted to the current year, with household size and unit rent using the methodology used by United States Department of Housing and Urban Development.

The affordable housing and facilities providing housing-related programs may only be provided to persons within any of the following population groups:

(i) Persons with behavioral health disabilities;
(ii) Veterans;
(iii) Senior citizens;
(iv) Homeless, or at-risk of being homeless, families with children;
(v) Unaccompanied homeless youth or young adults;
(vi) Persons with disabilities; or
(vii) Domestic violence survivors.

The remaining funds must be used for the operation, delivery, or evaluation of mental and behavioral health treatment programs and services or housing-related services. No more than 10% of the revenue may be used to supplant existing local funds.

Approval of specific projects funded by this new revenue source will come before Council in future meetings.

The new revenue is estimated between $4.2 and $4.5 million annually, depending on the strength of the economy. Revenue will be deposited into a new fund and tracked separately.

Advantage(s)

New funding will be available to fund new units of housing for the most disadvantaged groups of population.

Disadvantage(s)

Additional 1/10th of 1 percent in sales tax will be paid on all retail purchases in the City of Vancouver. On a purchase of $100, the impact of the Affordable Housing Sales Tax paid will be 10 cents.

Budget Impact

The revenue from the additional Affordable Housing Sales Tax has been included in the 2021-2022 City Manager's Recommended Budget.

Prior Council Review

- 2021-2022 Biennial Budget Council Workshop – Overview on October 5, 2020
- 2021-2022 Biennial Budget Council Workshop – General Operating & Policy on October 19, 2020
- 2021-2022 Biennial Budget Council Workshop – Budget Packet on November 2, 2020

Action Requested

On Monday, November 16, 2020, subject to second reading and public hearing, approve the ordinance.

Natasha Ramras, Chief Financial Officer, 360-487-8484

ATTACHMENTS:

- Ordinance

11/09/2020
11/16/2020

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF VANCOUVER, WASHINGTON, IMPOSING AN ADDITIONAL SALES AND USE TAX OF ONE-TENTH OF ONE PERCENT FOR HOUSING AND RELATED SERVICES AS AUTHORIZED BY RCW 82.14.530; ADDING A NEW CHAPTER 3.15 TO THE VANCOUVER MUNICIPAL CODE; PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Vancouver has a critical need for additional funding to provide affordable housing and housing-related services for the homeless, people in danger of becoming homeless or people with very low incomes, as well as behavioral health treatment programs and services; and

WHEREAS, housing affordability and homelessness are growing problems in the City of Vancouver which require prompt attention to reduce human suffering for the City's residents; and

WHEREAS, RCW 82.14.530 authorizes the imposition of an additional sales and use tax of one-tenth of one percent to be used for funding affordable housing and behavioral health treatment programs and services; and

WHEREAS, under HB 1590, passed by the state legislature as Chapter 222, Laws of 2020, counties were given the exclusive right to impose the tax until September 30, 2020 and cities were given the right to impose the tax thereafter as long as the county had not already done so; and

WHEREAS, Clark County did not impose the additional sales and use tax by

September 30, 2020; and

WHEREAS, the Vancouver City Council has determined that the tax should be imposed and that the proceeds will be used for those purposes authorized by RCW 82.14.530, including constructing affordable housing, constructing mental and behavioral health-related facilities, and funding the operations and maintenance costs of new units of affordable housing and facilities where housing-related programs are provided, or newly constructed evaluation and treatment centers; NOW, THEREFORE,

THE CITY COUNCIL OF THE CITY OF VANCOUVER, WASHINGTON, ORDAINS AS FOLLOWS:

Section 1. Additional Sales and Use Tax Imposed. A new Chapter 3.15 is hereby added to the Vancouver Municipal Code imposing the one-tenth of one percent sales and use tax authorized by RCW 82.14.530 and to read as follows:

Chapter 3.15 Affordable Housing Sales Tax.

3.15.010 Additional Sales and Use Tax for Housing and Related Services.

A. There is hereby imposed an additional sales and use tax, separate and apart from any other sales and use tax imposed by this chapter, upon every taxable event occurring in the City, for housing and related services as authorized by RCW 82.14.530.

B. As used in this section, the term “taxable event” has the meaning set forth in RCW 82.14.020.

C. The rate of the sales and use tax imposed by this section shall be one-tenth of one percent of the selling price, in the case of a sales tax, or the value of the article used, in the case of a use tax.

D. The tax shall be imposed upon and collected from those persons from whom the state sales tax or use tax is collected pursuant to RCW 82.08 and 82.12.

E. Moneys collected from the tax shall be used solely for the purposes authorized by RCW 82.14.530, as now exists or as hereafter amended.

F. As provided in RCW 82.14.530, if Clark County subsequently imposes a sales and use tax for housing and related services as authorized by such statute, the County shall provide a credit against its tax for the full amount of the tax imposed by the City.

E. Funds collected shall be deposited into an Affordable Housing Sales Tax Fund.

Section 2. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court, board or tribunal of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 3. Effective Date. This ordinance or a summary thereof consisting of the title shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after publication, provided, that the additional sales and use tax imposed by Section 1 shall apply only to taxable events occurring on and after January 1, 2021.

Read first time:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

Read second time:

Passed by the following vote:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

SIGNED this _______ day of _______________, 2020.

____
Anne McEnerny-Ogle, Mayor

Attest/Authenticated

____
Natasha Ramras, City Clerk

Approved as To Form:

____
Jonathan Young, City Attorney

SUMMARY

ORDINANCE NO. ____________

AN ORDINANCE of the City of Vancouver imposing an additional sales and use tax of one-tenth of one percent for housing and related services as authorized by RCW 82.14.530; adding a new Chapter 3.15 to the Vancouver Municipal Code; providing for severability and establishing an effective date.

The full text of this ordinance will be mailed upon request. Contact Raelyn McJilton, Records Officer at 487-8711, or via www.cityofvancouver.us (Go to City Government and Public Records).

Item #8.

Staff Report 161-20

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 11/16/2020

SUBJECT Water, sewer and surface water ordinance changes pertaining to utility rates for 2021 and 2022

Key Points

- A number of financial policies guide the management of the City's utility including: Operate on a self-supporting basis; consider safety, equity and climate impacts of operations and investments; operate in a fiscally sound, stable and sustainable basis, take a long-term view with financial forecasts, models and capital plans, keep pace with operating cost increases (inflation), provide for system reinvestment using an asset management approach, new capital investment and system reinvestment without debt is preferred; and smaller annual rate adjustments in conjunction with longer-term projections for rate predictability is preferred.
- Planned incremental rate increases are recommended for the City's water, sewer and surface water utility for 2021 and 2022 to account for inflation, to replace and improve aging infrastructure and keep pace with rising operational costs.
- The recommended rate increases follow and comply with Council adopted financial and budget policies.
- Public Works is currently working with a consultant for a comprehensive review of the rate structure of each utility. Staff will be bringing recommendations that result from the consultant's work for Council consideration in 2021.

Strategic Plan Alignment

Goal 1, Objective 1.2: Ensure our infrastructure, including buildings and utilities, is safe, environmentally responsible and well maintained.

Present Situation

Per City Council adopted financial and budget policies, to keep pace with increasing operational costs and in order to provide funding for the continued implementation of a long-term capital improvement and system reinvestment program without incurring debt, the following utility rate increases are recommended for implementation in 2021 and 2022:

- Water: an annual 5% increase each year 2021 and 2022
- Sewer: an annual 3% increase each year 2021 and 2022
- Surface Water: an annual 5% increase each year 2021 and 2022

The Water and Surface Water 5% rate increase consists of an inflationary component equal to 2% and a capital/system reinvestment component equal to 3%. The Sewer 3% rate increase consists of an inflationary component of 2% and a capital/system reinvestment component of 1%. Sewer capital/system reinvestment needs are being substantially met by reduction in debt service payments with most of the debt paid off in 2020.

Public Works is currently working with a consultant for a comprehensive review of the rate structure of each utility. Staff will be bringing recommendations resulting from the consultant's work for Council consideration in 2021.

Advantage(s)

1. Maintains the long-term financial viability of Vancouver’s water, sewer and surface water utility ensuring customer service and reliability.
2. Provides sufficient revenues to keep pace with increasing operational costs and support utility operations to remain in regulatory compliance and provides needed capital funding for planned utility infrastructure investments without incurring additional new debt.
3. Follows Council’s adopted financial and budget policies and direction for the utility to be self-supporting, fiscally sound and sustainable and preference for smaller incremental rate adjustments.

Disadvantage(s)

The proposal results in a rate increase for all utility customers; however, even with the rate increase the typical combined utility bill still compares very favorably with other local and regional jurisdictions – see Exhibit A. The impact on the typical inside-city residential customer would be an increase of $3.47/month in 2021 and $3.62/month in 2022 for all three utility services (water, sewer and surface water).

Budget Impact

The proposed rate increases are reflected in the revenue estimates supporting the water, sewer and surface water utility’s 2021-22 budget as well as utility tax revenue to the City’s 2021-22 General Fund budget.

Prior Council Review

- 2021-2022 Biennial Budget Council Workshop – Overview on October 5, 2020
- 2021-2022 Biennial Budget Council Workshop – Utility Rates, CIP & Parks Capital, and Transportation on October 26, 2020
- 2021-2022 Biennial Budget Council Workshop – Budget Packet on November 2, 2020

Action Requested

On Monday, November 16, 2020, subject to second reading and public hearing, approve the ordinance.

Chris Malone, Public Works Finance and Asset Manager, 360-487-7711

ATTACHMENTS:

- Ordinance
- Exhibit A - Rate Comparison Table

11/09/2020
11/16/2020

ORDINANCE NO. M-_____

AN ORDINANCE related to the water, sewer and surface water utility user rates, amending Vancouver Municipal Code Sections 14.04.210, 14.04.230, and 14.09.060; providing for a savings clause, and providing for an effective date.

WHEREAS, utility revenue must be established at a level sufficient to properly maintain infrastructure and provide for necessary capital development; and

WHEREAS, utility rates must be established at a level sufficient to cover the costs of all operations, including maintenance, depreciation, capital, and debt service requirements, reserves, and any other necessary costs; and

WHEREAS, the City's utilities and Council has determined to amend the user charge schedules for such systems to cover such costs; and

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF VANCOUVER:

SECTION 1. Vancouver Municipal Code Section 14.04.210 as last amended by Ordinance M-4239, Section 10 is hereby amended to read as follows:

Section 14.04.210 Water service--User charges.

A. Base charge, all customer classes.

1. For all water customers, each customer shall pay a monthly base charge as follows:

~~Effective January 1, 2018~~

~~Meter Size~~		~~Base Charge Inside City Limits~~	~~Base Charge Outside City Limits~~
~~a. 5/8 x 3/4 inch and under~~	~~per month~~	~~7.86~~	~~11.81~~

14.0

~~b. 3/4 inch~~	~~per month~~	~~10.43~~	~~15.63~~
~~c. 1 inch~~	~~per month~~	~~15.93~~	~~23.89~~
~~d. 1-1/2 inch~~	~~per month~~	~~29.61~~	~~44.42~~
~~e. 2 inch~~	~~per month~~	~~45.89~~	~~68.84~~
~~f. 3 inch~~	~~per month~~	~~84.13~~	~~126.19~~
~~g. 4 inch~~	~~per month~~	~~138.61~~	~~207.93~~
~~h. 6 inch~~	~~per month~~	~~275.05~~	~~412.59~~
~~i. 8 inch~~	~~per month~~	~~438.73~~	~~658.09~~
~~j. 10 inch~~	~~per month~~	~~656.83~~	~~985.24~~
~~k. 12 inch~~	~~per month~~	~~1,276.28~~	~~1,914.40~~

~~Effective January 1, 2019~~

~~**Meter Size**~~		~~**Base Charge**~~	~~**Base Charge**~~
		~~**Inside City Limits**~~	~~**Outside City Limits**~~
~~a. 5/8 x 3/4 inch and under~~	~~per month~~	~~8.53~~	~~12.79~~
~~b. 3/4 inch~~	~~per month~~	~~11.31~~	~~16.97~~
~~c. 1 inch~~	~~per month~~	~~17.28~~	~~25.92~~
~~d. 1-1/2 inch~~	~~per month~~	~~32.12~~	~~48.18~~
~~e. 2 inch~~	~~per month~~	~~49.78~~	~~74.67~~
~~f. 3 inch~~	~~per month~~	~~91.26~~	~~136.88~~
~~g. 4 inch~~	~~per month~~	~~150.35~~	~~225.53~~
~~h. 6 inch~~	~~per month~~	~~298.35~~	~~447.52~~
~~i. 8 inch~~	~~per month~~	~~475.89~~	~~713.84~~
~~j. 10 inch~~	~~per month~~	~~712.46~~	~~1068.70~~
~~k. 12 inch~~	~~per month~~	~~1384.38~~	~~2076.57~~

Effective January 1, 2020

Meter Size		**Base Charge**	**Base Charge**
		Inside City Limits	**Outside City Limits**
a. 5/8 x 3/4 inch and under	per month	9.15	13.73
b. 3/4 inch	per month	12.15	18.22

14.0

c. 1 inch	per month	18.55	27.83
d. 1-1/2 inch	per month	34.48	51.72
e. 2 inch	per month	53.44	80.16
f. 3 inch	per month	97.97	146.96
g. 4 inch	per month	161.42	242.12
h. 6 inch	per month	320.31	480.46
i. 8 inch	per month	510.92	766.37
j. 10 inch	per month	764.90	1147.35
k. 12 inch	per month	1486.27	2229.41

Effective January 1, 2021

Meter Size		**Base Charge Inside City Limits**	**Base Charge Outside City Limits**
a. 5/8 x 3/4 inch and under	per month	9.61	14.42
b. 3/4 inch	per month	12.75	19.13
c. 1 inch	per month	19.48	29.22
d. 1-1/2 inch	per month	36.21	54.31
e. 2 inch	per month	56.11	84.17
f. 3 inch	per month	102.87	154.31
g. 4 inch	per month	169.49	254.23
h. 6 inch	per month	336.32	504.48
i. 8 inch	per month	536.46	804.69
j. 10 inch	per month	803.15	1,204.72
k. 12 inch	per month	1,560.58	2,340.88

Effective January 1, 2022

Meter Size		**Base Charge Inside City Limits**	**Base Charge Outside City Limits**
a. 5/8 x 3/4 inch and under	per month	10.09	15.14

b. 3/4 inch	per month	13.39	20.09
c. 1 inch	per month	20.45	30.68
d. 1-1/2 inch	per month	38.02	57.02
e. 2 inch	per month	58.92	88.38
f. 3 inch	per month	108.01	162.02
g. 4 inch	per month	177.96	266.94
h. 6 inch	per month	353.14	529.70
i. 8 inch	per month	563.28	844.93
j. 10 inch	per month	843.30	1,264.95
k. 12 inch	per month	1,638.61	2,457.92

2. The monthly base charge set in (1) does not include any charge for consumption of water.

3. The monthly base charge for any single family residential customer shall not exceed the charge set in (b) above.

B. Volume Charge (uniform volume).

1. In addition to the monthly base charge in subsection A(1), each customer shall pay the following additional charge on his/her bill, based upon the amount of water consumed per each billing period:

~~Effective January 1, 2018~~

~~**Customer Class**~~	~~**Inside City Limits**~~	~~**Outside City Limits**~~
~~Single Family:~~	~~2.22/CCF~~	~~3.33/CCF~~
~~Multi-Family:~~	~~1.91/CCF~~	~~2.88/CCF~~
~~Non-Profit Shelters:~~	~~0.49/CCF~~	~~0.76/CCF~~
~~Commercial[1] and Industrial[1]:~~	~~1.91/CCF~~	~~2.88/CCF~~
~~Government[1]:~~	~~1.70/CCF~~	~~2.56/CCF~~

~~Effective January 1, 2019~~

~~**Customer Class**~~	~~**Inside City Limits**~~	~~**Outside City Limits**~~
~~Single Family:~~	~~2.41/CCF~~	~~3.61/CCF~~
~~Multi-Family:~~	~~2.07/CCF~~	~~3.11/CCF~~
~~Non-Profit Shelters:~~	~~0.53/CCF~~	~~0.80/CCF~~

~~Commercial[1] and Industrial[1]:~~	~~2.07/CCF~~	~~3.11/CCF~~
~~Government[1]:~~	~~1.84/CCF~~	~~2.77/CCF~~

Effective January 1, 2020

Customer Class	**Inside City Limits**	**Outside City Limits**
Single Family:	2.59/CCF	3.88/CCF
Multi-Family:	2.22/CCF	3.34/CCF
Non-Profit Shelters:	0.57/CCF	0.86/CCF
Commercial[1] and Industrial[1]:	2.22/CCF	3.34/CCF
Government[1]:	1.98/CCF	2.97/CCF

Effective January 1, 2021

Customer Class	**Inside City Limits**	**Outside City Limits**
Single Family:	2.71/CCF	4.07/CCF
Multi-Family:	2.34/CCF	3.50/CCF
Non-Profit Shelters:	0.60/CCF	0.90/CCF
Commercial[1] and Industrial[1]:	2.34/CCF	3.50/CCF
Government[1]:	2.08/CCF	3.12/CCF

Effective January 1, 2022

Customer Class	**Inside City Limits**	**Outside City Limits**
Single Family:	2.85/CCF	4.28/CCF
Multi-Family:	2.45/CCF	3.68/CCF
Non-Profit Shelters:	0.63/CCF	0.94/CCF
Commercial[1] and Industrial[1]:	2.45/CCF	3.68/CCF
Government[1]:	2.18/CCF	3.27/CCF

Note [1]: As this use is classified under Vancouver Municipal Code Title 20

2. All volume charges are computed per hundred cubic feet (CCF).

3. “Single family customer” class shall include single dwelling unit with one meter, mobile homes either

on individual lots or in mobile home parks. This definition is for utility billing purposes only.

4. “Multi-family customer” class shall apply to customers with two or more living units per meter. This definition is for utility billing purposes only.

5. "Non-profit Shelter" For the purpose of applying the rates as set forth in subsection B(1) above, the term non-profit shelters shall be defined to mean a facility operated by a non-profit organization that provides clients with on site food, beds or shelter for free or at significantly below market rates.

C. Charges for Cutting Off and Restoring Service.

1. Service cut off.

a. Cutting off service for non payment. There shall be a forty dollar ($40) charge to cut off service for nonpayment. There shall be no additional charge for restoring service after such cut-off.

b. Emergencies - cut off. No cut-off charge shall be made if service is cut off to meet an actual emergency.

c. Customer request. No cut-off charge shall be made if service is cut off at customer's request for the first such request.

2. Starting or Restoring Service.

a. For starting or restoring service at the customer’s request, the charge shall be no charge for the first such request during regular working hours, and a fee of fifty dollars for each such request outside of regular office hours.

b. Altered service. If the meter or service has been altered without the written authorization of the Director Public Works or designee, the charge shall be fifteen dollars additional to all other charges in this section.

c. Multiple cut off/restoration requests. For customers who require more than one trip to the service address to cut off or restore service at their request, there shall be a fee of twenty-five dollars per each additional trip during office hours.

D. Testing Meters - Customer’s Request. Schedule of meter test charges for test of a meter at the request of a customer where meter is found not defective:

1 inch and under	$50.00
1-1/2 inch	$60.00
2 inch	$60.00
3 inch	$80.00
4 inches or more	At Cost
Meter Resets	$50.00

Meters tested and found to be defective will be replaced at no cost to the customer for testing or for replacement.

E. Testing Meters - Other Than at Customer's Request. The city reserves the right to test meters at any time. No charge will be made to the customer for meters tested pursuant to this subsection.

F. Temporary Water Use from Hydrant fees shall be set by the Director pursuant to VMC 14.04.100.L.

SECTION 2. Vancouver Municipal Code Section 14.04.230 as last amended by Ordinance M-4239, Section 11 is hereby amended to read as follows:

Section 14.04.230 Sanitary sewer service--User charges.

A. Monthly User Charges.

1. Residential customers. Each residential customer shall pay a monthly user charge as follows:

~~Effective January 1, 2018~~

~~**Customer Class**~~	~~**Inside City Limits**~~	~~**Outside City Limits**~~
~~a. Single-Family Residential~~	~~$51.80 per mo. or $5.18 CCF~~	~~$77.80 per mo. or $7.78 per CCF~~
~~b. Multi-Family Residential~~	~~$41.44 per mo. or $5.18 per CCF~~	~~$62.24 per mo. or $7.78 per CCF~~
~~c. Non-Profit Shelter~~	~~$1.40 per CCF~~	~~$2.10 per CCF~~

~~Effective January 1, 2019~~

~~**Customer Class**~~	~~**Inside City Limits**~~	~~**Outside City Limits**~~
~~a. Single-Family Residential~~	~~$55.12 per mo. or $5.51 CCF~~	~~$82.67 per mo. or $8.27 per CCF~~
~~b. Multi-Family Residential~~	~~$44.09 per mo. or $5.51 per CCF~~	~~$66.14 per mo. or $8.27 per CCF~~
~~c. Non-Profit Shelter~~	~~$1.49 per CCF~~	~~$2.23 per CCF~~

Effective January 1, 2020

Customer Class	**Inside City Limits**	**Outside City Limits**
a. Single-Family Residential	$58.04 per mo. or $5.80 CCF	$87.06 per mo. or $8.71 per CCF

b. Multi-Family Residential	$46.43 per mo. or $5.80 per CCF	$69.65 per mo. or $8.71 per CCF
c. Non-Profit Shelter	$1.57 per CCF	$2.35 per CCF

Effective January 1, 2021

Customer Class	**Inside City Limits**	**Outside City Limits**
a. Single-Family Residential	$59.78 per mo. or $5.98 per CCF	$89.67 per mo. or $8.97 per CCF
b. Multi-Family Residential	$47.83 per mo. or $5.98 per CCF	$71.74 per mo. or $8.97 per CCF
c. Non-Profit Shelter	$1.62 per CCF	$2.42 per CCF

Effective January 1, 2022

Customer Class	**Inside City Limits**	**Outside City Limits**
a. Single-Family Residential	$61.58 per mo. or $6.16 per CCF	$92.36 per mo. or $9.24 per CCF
b. Multi-Family Residential	$49.26 per mo. or $6.16 per CCF	$73.89 per mo. or $9.24 per CCF
c. Non-Profit Shelter	$1.66 per CCF	$2.50 per CCF

2. Sewer charges for each single-family or multifamily residential customer shall be based upon that customer's water usage, either in the previous November/January billing period or in the previous December/February billing period provided each customer, other than qualifying low-income seniors as defined in subsection 2(E), is subject to a minimum volume charge of 3 CCF per month.

A. Single-family or multi-family residential customers who have "a complete two-month water consumption history" in either of the two billing periods specified above, shall be charged the applicable inside city or outside city rate per CCF for sewer as set forth in section 1 above. For new accounts in which the two month water consumption history has not been established, an interim rate may be established by the Director of Public Works in accordance with department policies. The Director of Public Works shall approve a written policy for the setting of this interim rate that will include, but not be limited to, how the interim rate is calculated.

B. The applicable inside city or outside city flat rate set forth in section 1 above shall be used as the monthly sewer billing rate for any customer for whom for any reason the provisions of this subsection cannot be used.

C. The Utilities Division shall develop written rules consistent with this subsection and this ordinance for the fair and efficient administration of such sewer rate.

D. For the purpose of applying the rates as set forth in subsection A(1)(c) above, the term non-profit shelters shall be defined to mean a facility operated by a non-profit organization that provides clients with on site food, beds or shelter for free or at significantly below market rates.

E. For the purpose of applying the low income senior minimum sewer flow waiver as set forth in subsection A(2) above, applicants shall meet the following:

1. Applications shall be obtained from and filed with the Public Works director, or his or her designee. The application shall be on a form prescribed by the Public Works director, and shall contain the information necessary to evaluate the applicant's qualification for the low income senior minimum sewer flow waiver.

a. Submission of an application for a utility discount shall constitute a verification by the applicant that all information provided in such application is true and correct to the best of the applicant's knowledge.

b. Once approved by the department, the application shall become effective the next billing cycle after approval of the application.

c. Each application is effective for 12 months commencing the first month the reduced rate becomes effective for the applicant. It shall be the sole responsibility of the applicant to re-apply for successive 12-month periods of eligibility.

d. The rate reduction shall only apply to utility charges for service to a residence. The residence for which the rate reduction is requested must be the applicant's principal place of residence.

e. The applicant must be the head of the household for the residence for which the rate reduction is requested.

f. The utility account must be in the applicant's name or the name of the applicant's spouse.

2. For purposes of this section, the term low income senior shall be defined as follows:

a. Be 62 years of age or older at all times during any period for which a minimum sewer flow waiver is requested; and

b. Have been a sewer customer of the city at all times during any period for which a minimum sewer flow waiver is requested; and

c. Have an income during the calendar year or portion thereof for which a minimum sewer flow waiver is requested, from all sources whatsoever, either (1) not exceeding two hundred (200) percent of the

Federal Poverty Guidelines for a household of any size as published by the Secretary of Housing and Urban Development or (2) not exceeding the income qualification for low-income seniors set forth in RCW 84.36.381(5)(a), whichever is greater.

3. Commercial, industrial, electronics and government customers. Each such customer shall pay a monthly user charge per hundred cubic feet (CCF) as follows; provided, each such customer is subject to a minimum user charge equal to the applicable inside or outside city flat monthly rate for one single-family service set forth in subsection A.1. above:

~~Effective January 1, 2018:~~

~~**Customer Class**~~	~~**Inside City Limits**~~	~~**Outside City Limits**~~
~~a. Commercial~~	~~$6.07 per CCF~~	~~$9.11 per CCF~~
~~b. Government~~	~~$3.71 per CCF~~	~~$5.55 per CCF~~
~~c. Industrial~~	~~$6.28 per CCF~~	~~$6.52 per CCF~~
~~d. Electronics~~	~~$4.62 per CCF[11]~~	~~$4.79 per CCF[12]~~

~~Notes for Electronic Customer Class - Effective January 1, 2018 - December 31, 2018:~~

~~[11] For monthly average flows above 2.88 million gallons per day, the rate shall be $3.71 per CCF.~~

~~[12] For monthly average flows above 2.88 million gallons per day, the rate shall be $3.82 per CCF. Effective Janury 1, 2019:~~

~~**Customer Class**~~	~~**Inside City Limits**~~	~~**Outside City Limits**~~
~~a. Commercial~~	~~$6.46 per CCF~~	~~$9.69 per CCF~~
~~b. Government~~	~~$3.95 per CCF~~	~~$5.92 per CCF~~
~~c. Industrial~~	~~$6.68 per CCF~~	~~$10.02 per CCF~~

~~d. Electronics~~	~~$4.92 per CCF[13]~~	~~$7.37 per CCF[14]~~

~~Notes for Electronic Customer Class - Effective January 1, 2019 - December 31, 2019:~~

~~[13] For monthly average flows above 2.88 million gallons per day, the rate shall be $3.93 per CCF.~~

~~[14] For monthly average flows above 2.88 million gallons per day, the rate shall be $5.90 per CCF.~~

Effective January 1, 2020:

Customer Class	Inside City Limits	Outside City Limits
a. Commercial	$6.80 per CCF	$10.20 per CCF
b. Government	$4.16 per CCF	$6.24 per CCF
c. Industrial	$7.04 per CCF	$10.56 per CCF
d. Electronics	$5.18 per CCF[15]	$7.77 per CCF[16]

Notes for Electronic Customer Class - Effective January 1, 2020 - December 31, 2020:

[15] For monthly average flows above 2.88 million gallons per day, the rate shall be $4.14 per CCF.

[16] For monthly average flows above 2.88 million gallons per day, the rate shall be $6.21 per CCF.

Effective January 1, 2021:

Customer Class	**Inside City Limits**	**Outside City Limits**
a. Commercial	$7.01 per CCF	$10.51 per CCF
b. Government	$4.28 per CCF	$6.42 per CCF
c. Industrial	$7.25 per CCF	$10.87 per CCF
d. Electronics	$5.33 per CCF[17]	$8.00 per CCF[18]

Notes for Electronic Customer Class - Effective January 1, 2021 - December 31, 2021:

[17] For monthly average flows above 2.88 million gallons per day, the rate shall be $4.27 per CCF.

[18] For monthly average flows above 2.88 million gallons per day, the rate shall be $6.40 per CCF.

Effective January 1, 2022:

Customer Class	Inside City Limits	Outside City Limits
a. Commercial	$7.22 per CCF	$10.82 per CCF
b. Government	$4.41 per CCF	$6.62 per CCF
c. Industrial	$7.47 per CCF	$11.20 per CCF
d. Electronics	$5.49 per CCF[19]	$8.24 per CCF[20]

Notes for Electronic Customer Class - Effective January 1, 2022 - December 31, 2022:

[19] For monthly average flows above 2.88 million gallons per day, the rate shall be $4.39 per CCF.

[20] For monthly average flows above 2.88 million gallons per day, the rate shall be $6.59 per CCF.

4. The rate for discharging septage at the City's Publicly Owned Treatment Works (POTW) as provided for in VMC 5.72 effective January 1, 2013, shall be $125.00 for each one thousand (1,000) gallons, or fraction thereof discharged in to POTW. If required, there shall also be added to such charge a tipping fee as determined by the Clark County Public Health District to support the Department's Septic System Preventive Maintenance Program.

5. INDUSTRIAL CUSTOMER is defined as an industrial user of the public sewer system who:

a. Has a discharge flow of ten thousand gallons or processed wastewater or more per average work day; or

b. Has a concentration of biochemical oxygen demand (BOD) and suspended solids (SS) in excess of two hundred milligrams per liter per average work day; or

c. Is found by the city, State Department or Ecology or U.S. Environmental Protection Agency to have potential for a significant impact on the wastewater treatment system.

6. ELECTRONICS USER is defined as an industrial user of the public sewer system who:

a. Has a discharge flow of five hundred thousand gallons or more per average work day; and

b. Has a concentration of biochemical oxygen demand (BOD) and suspended solids (SS) less than two hundred milligrams per liter per average work day.

B. <u>Liquids Not Originating From City Water System.</u>

Any person discharging into the city sanitary sewerage system sewage which has in it liquids which did not originate from the city water system shall meter or measure by some method approved by the Director of Public Works all water used in the premises, whether the water is obtained from the municipal water supply system or from wells, private water systems or other sources.

C. <u>Used Water Not Flowing Into Sewer System.</u>

Where the user of water is such that a portion of all of the water used does not flow into a city sewer but is lost by evaporation or is used in manufacture or processes such as ice, beverages, foods or the like and the person in control provides proof of this fact and installs a meter or other measuring device approved by the Director of Public Works to measure the amount of water so used or lost, no charge shall be made for sewerage because of water so used or lost.

D. <u>Computation of Utility Rates</u>.

For the purpose of computing water and sewer bills, all residences, regardless of number of units, shall be deemed residential, and each unit therein shall be deemed a residence. All other uses shall be deemed commercial, industrial or government.

SECTION 3. Vancouver Municipal Code Section 14.09.060 as last amended by Ordinance M-4239, Section 12 is hereby amended to read as follows:

Section 14.09.060 Rates for storm and surface water management.

A. Because all real property in the city contributes stormwater runoff to and/or benefits from the city's stormwater system, the owners thereof shall pay monthly charges as set forth in this section. Monthly charges will have two components as follows:

1. Operation and Maintenance. To provide for administrative and field operations, billing, accounting, and for the maintenance, repair and upgrade of existing stormwater facilities.

2. Capital Expenditures. To provide for basin-wide and system master planning and subsequent capital improvement projects as identified in the stormwater capital plan.

B. The water and sewer utility is authorized to establish charges for the use and discharge to the city's stormwater system. Such charges shall be based on the cost of providing stormwater service to all properties within the city and may be different for properties receiving different classes of service. Monthly charges shall be established as follows:

~~Effective January 1, 2018~~

~~**Single Family**~~	~~**Multi-Family**~~	~~**Commercial**~~	~~**Industrial**~~

14.0

~~$10.13 per month~~	~~$10.13 per 2,500 sq. ft. hard surface per month ($10.13 minimum)~~	~~$10.13 per 2,500 sq. ft. hard surface per month ($10.13 minimum)~~	~~$10.13 per 2,500 sq. ft. hard surface per month ($10.13 minimum)~~

~~Effective January 1, 2019~~

~~**Single Family**~~	~~**Multi-Family**~~	~~**Commercial**~~	~~**Industrial**~~
~~$10.96 per month~~	~~$10.99 per 2,500 sq. ft. hard surface per month ($10.99 minimum)~~	~~$10.99 per 2,500 sq. ft. hard surface per month ($10.99 minimum)~~	~~$10.99 per 2,500 sq. ft. hard surface per month ($10.99 minimum)~~

Effective January 1, 2020

Single Family	**Multi-Family**	**Commercial**	**Industrial**
$11.80 per month	$11.80 per 2,500 sq. ft. hard surface per month ($11.80 minimum)	$11.80 per 2,500 sq. ft. hard surface per month ($11.80 minimum)	$11.80 per 2,500 sq. ft. hard surface per month ($11.80 minimum)

Effective January 1, 2021

Single Family	**Multi-Family**	**Commercial**	**Industrial**
$12.39 per month	$12.39 per 2,500 sq. ft. hard surface per month ($12.39 minimum)	$12.39 per 2,500 sq. ft. hard surface per month ($12.39 minimum)	$12.39 per 2,500 sq. ft. hard surface per month ($12.39 minimum)

Effective January 1, 2022

Single Family	**Multi-Family**	**Commercial**	**Industrial**
$13.01 month	$13.01 per 2,500 sq. ft. hard surface per month ($13.01 minimum)	$13.01 per 2,500 sq. ft. hard surface per month ($13.01 minimum)	$13.01 per 2,500 sq. ft. hard surface per month ($13.01 minimum)

C. "Multi-family Customer" class shall apply to customers with living units that share a common wall.

1. Multi-family customers with two or more living units per meter will be charged the effective rate per 2,500 sq. ft. of impervious surface.

2. Multi-family customers with one water meter per living unit will be charged the prevailing "Single-family customer rate" per unit.

D. State Highway Charge. Pursuant to RCW 90.03.525, the monthly charge for all state highway properties within the city shall be 30% of the charge provided in paragraph B above, unless the city and state agree to a different rate or unless the court of competent jurisdiction holds otherwise.

E. Application to Publicly Owned Properties. Other publicly owned properties shall be charged at the industrial rate as set forth herein.

F. Application to active gravel mining operations and publicly owned streets, alleys and rights of way. Active gravel mining operations, publicly owned streets, alleys and rights of way shall be charged at the State Highway Charge rate provided in paragraph D as set forth herein.

G. Application to certain qualifying properties. For qualifying properties meeting all of the following criteria, the monthly charge shall be 30% of the charge provided in paragraph B above.

1. The qualifying property is subject to a stormwater management program regulated by and in compliance with the requirements for a Secondary Permittee as defined by Special Condition S6 of the NPDES Western Washington Phase II Municipal Stormwater Permit, and as hereafter amended.

2. The qualifying property does not discharge stormwater into the City of Vancouver

surface water drainage system.

Section 4. Savings. Those sections of any ordinances amended or repealed by this ordinance shall remain in full force and effect until the effective date of this ordinance.

Section 5. Effective Date. This ordinance shall take effect January 1, 2021.

Read first time:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

Read second time:

PASSED by the following vote:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

SIGNED this ________ day of ____________________, 2020.

____
Anne McEnerny-Ogle, Mayor

Attest:

Approved as to form:

____
Natasha Ramras, City Clerk

____
Jonathan Young, City Attorney

SUMMARY

ORDINANCE NO. ________

AN ORDINANCE related to the water, sewer and surface water utility user rates, amending Vancouver Municipal Code Sections 14.04.210, 14.04.230, and 14.09.060; providing for a savings clause, and providing for an effective date.

The full text of this ordinance will be mailed upon request. Contact Raelyn McJilton, Records Officer at 487-8711, or via www.cityofvancouver.us (Go to City Government and Public Records).

City of Vancouver - 2020

Exhibit A

Combined Water, Sewer, Stormwater Utility Bill Comparison

Based on Typical Single Family Inside City Residential Customer - 8 ccf/month

Agency	Water	Sewer	Stormwater	Total	Agency Utility Tax Rate		Rate with Utility Tax	Rate without Utility Tax	notes:
CPU/CRWWD/Clark Co. (2020)	$23.80	$40.00	$3.92	$67.72	0.0%	c	$67.72	$67.72	CPU-0%, County -0%, CRWWD-0%
Yakima(2020)	$26.50	$50.32	$6.28	$83.10	Varies	a	$83.10	$67.36	Gross 20% utility tax Water & Sewer; Surface Water-6%
Spokane (2020)	$20.58	$62.76	$4.55	$87.89	Varies	a	$87.89	$77.30	Gross W/S/SW tax rates of 20%/20%/0% (bill includes Sewer Capital charges of $27.89/m
Vancouver (2020)	$29.87	$46.40	$11.80	$88.07	28.9%	a	$88.07	$62.62	Gross Utility tax of 28.9%
Eugene (2020)	$28.84	$44.30	$15.00	$88.15	0.0%	c	$88.15	$88.15	Sewer billing rate per 1 kgal = ($2.641+$2.351)/ (EWEB 2018 rate decrease for volume cha
Vancouver (2021)	$30.29	$45.63	$15.75	$91.67	28.9%	a	$91.67	$65.17	Gross Utility tax of 28.9%
Bellingham (2020)	$39.32	$45.93	$11.66	$96.91	varies	a, h	$96.91	$83.11	Gross W/S/SW utility taxes are 18.25%, 11.5% and 11.5% (drainage charges shown for Me
Ridgefield (2020)	$26.77	$61.16	$9.53	$97.45	8.0%	a	$97.45	$95.31	Water utility tax of 8%-CRWWD sewer service includes 10% city operating fee, no drainag
Camas (2020)	$27.47	$58.55	$12.40	$98.42	0.0%	c	$98.42	$98.42	no utility taxes
La Center (2020)	$23.80	$66.00	$10.00	$99.80	Varies	b	$101.23	$99.80	6% Excise tax on CPU Water, no utility tax on sewer, SW Rate eff. June 1st, 2019
Gresham (2020)	$55.03	$35.80	$12.97	$103.80	varies	a, i	$103.80	$93.42	10% gross for Utility License Fee- (water bill incl public safety charge of $7.50)
Battle Ground (2020)	$26.27	$50.60	$12.08	$88.95	22.0%	b	$108.52	$88.95	22%/22%/22% W/S/SW Utility tax
Washougal (2020)	$36.73	$63.68	$16.83	$117.24	Varies	a	$117.24	$108.02	Gross W/S/SW taxes are 10%/8.71%/ 0% (Rates eff. March 1 2019 due to bi-monthly bi
Kent (2020) -	$45.17	$70.77	$13.03	$128.97	varies	a	$128.97	$113.83	Gross W/S/SW taxes of 13%/ 9.5%/19.5% (KMC 3.18.020)
Tacoma (2020)	$41.71	$67.47	$26.40	$135.58	8.0%	a, g	$135.58	$124.73	Gross W/S/SW taxes are 8%/8%/8%
Everett (2020)	$37.95	$77.12	$25.95	$141.02	6.0%	b, f	$149.48	$141.02	W/S/SW rates have added 6%/6%/6% PILOT (Payment In Lieu of Taxes) (Everett bill inclu
Bellevue (2020)	$56.94	$83.41	$21.74	$162.09	Varies	b	$173.27	$162.09	W/S/SW added utility taxes of 10.4%/5.0%/5.0% (where applicable Cap. Recovery charges
Portland (1st half of 2020)	$89.67	$88.64	$29.66	$207.97	5.0%	a, j	$207.97	$207.97	W/S/SW Utility License Tax of 5%/5%/5%
Seattle (2020)	$63.36	$124.40	$46.52	$234.28	Varies	a, e	$234.28	$204.16	Gross W/S/SW taxes are water 15.44%, Sewer 12%, Drainage 11.5%
Average for 2020 rates (18 cities shown above)	$38.42	$62.26	$16.11	$116.79			$118.93	$107.85	

Footnotes:

a - Utility tax embedded in rates (applied to gross revenues of utility)

b - Utility tax added to bill

c - City of Spokane Valley - assume Vera Water customer -No agency utility taxes charged for any utility

d - Per City of Bellevue Finance staff -multiplier for utility bills are 12.27% for water, 5.485% for sewer, and 5.365% stormwater

e- Seattle Pub. Utilities Utility tax incl. in rates (applied to gross revenues of utility) 15.54% for water, 12% for sewer and 11.5% for stormwater

f - Everett Sewer rate includes storm drainage rate, with separate surface water rate only charged to non-sewered customers.

g - Tacoma - 8% Tacoma Gross Earnings Tax embedded in W/S/D rates:, along with additional for water - 5.029% State Pub. Utility Tax,
for Surface Water - 1.5% B&O, for wastewater - 1.5% B&O and 3.852% State Sewer Collection Tax.

h - Bellingham's gross utility taxes: drinking water = 18.25%, Lk Whatcom Watershed = 11.5%, Sewer =11.50%, Storm = 11.50%

i- Gresham includes $7.50/mo. Fire protection charge;

j - City of Portland annual rate change occurs July 1st

Item #9.

Staff Report 162-20

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 11/16/2020

SUBJECT Garbage, Recycling and Organics Collection Rate Increases for 2021

Key Points

- The comprehensive contract between the City of Vancouver and Waste Connections of Washington includes a rate-setting model that allows for an annual Inflation Adjustment Factor (a combination of the consumer price index and a fuel index) and adjustments to the City Fee to be applied to rates paid by customers.
- Rates paid by customers for garbage, recycling and organics collection services were last modified effective January 1,2020.
- Rate increases calculated for January 1, 2021, and detailed in the ordinance and rate summary sheet, vary based on the type and level of service provided and range from 1.0 percent to 3.3 percent.
- On January 1, 2021, the tipping fee for waste disposal at the three transfer stations located in Clark County will increase by 1.6 percent (or $1.53 per ton) to $97.39 per ton and this also impacts the rates that customers will pay in 2021.
- A review of the Clark County approved per ton processing fee (going from $74.76 per ton to $68.11 per ton) results in changes to the recyclables processing surcharge amounts to be paid by City curbside ($0.13/month decrease) and multi-family ($0.14/month decrease) customers.
- Global recycling market commodity values over the last six years have been greatly reduced from previous levels. As a result, the revenue earned from the sale of recyclables can no longer be factored in as a positive contribution to the City Solid Waste program's total revenue requirement. In adherence with the City's Financial Management Policies, the City Fee collected through rates will increase in 2021 to balance annual total revenues with annual enterprise fund expenditures.
- The subject ordinance amends VMC 6.12.208, 6.12.209, 6.12.210, 6.12.211, 6.12.212, and 6.12.213 to provide for increases or adjustments in solid waste rates effective January 1, 2021.

Strategic Plan Alignment

Goal 1, Objective 1.2: Ensure our infrastructure, including buildings and utilities, is safe, environmentally responsible and well maintained.

Present Situation

City Council is the rate-making authority for garbage, residential recycling, and organics collection services within the City of Vancouver. The City contracts with a private hauling company, Waste Connections of Washington, to provide comprehensive garbage, recycling and organics collection services to residents and businesses within city limits. The contract terms authorize Waste Connections to receive annual adjustments to customer rates based on changing operating conditions including:

- an inflation adjustment factor tied to a percentage of the CPI and fuel costs,
- disposal tip fees,
- the number of customers served and,
- fees paid to the City to support solid waste related programs.

All adjustments to rates are made in accordance with Exhibit D of the contract. Garbage rates also include the City's utility tax that is embedded within them. The City's utility tax does not apply to recycling or organics collection services.

Consistent with the contract, the updated model for 2021 requires an increase of 3.3 percent for garbage rates, while recycling, organics and selected other fees, not linked to the disposal tip fee or utility tax, will need to increase by 1.0 percent, effective January 1, 2021. Key reasons for this increase are a 1.9 percent increase in the CPI, a 6.75 percent decrease in the diesel fuel index, a 1.6 percent increase in the disposal tip fees and an increase in the annual City Fee collected through rates to assure that current revenues are balanced with current solid waste fund expenditures. For the most typical residential customer with 32-gallons per week of garbage, every-other-week recycling and every-other-week organics collection (96-gallons for each) this means a monthly rate increase of 1.9 percent, from $32.64 per month to $33.27 per month, an increase of $0.63.

Inflation Adjustment Factor

Under the contract, collection costs for garbage, recycling and organics adjust at 80 percent of a blended and combined CPI (92 percent) and diesel fuel index (8 percent) – Inflation Adjustment Factor (IAF), which leads to a 1.0 percent increase for the collection cost component, the City fee and other miscellaneous fees.

Disposal Tip Fees

On January 1, 2021, the disposal tip fee is scheduled to increase $1.53 per ton (or 1.6 percent) from $95.86 per ton to $97.39 per ton. In addition to the allowed CPI increase on the base tip fee (going from $94.25 per ton to $95.72 per ton), this tip fee includes $0.24 per ton for additional work being done under the Clark County contract by Columbia Resource Company at the Central Transfer and Recycling Station ($0.06 of this is new for 2021 related to engineering and construction access improvements for safety) as well as $1.43 per ton for a surcharge approved by the Clark County Council in 2017 to make up for lost state funding for regional solid waste programs and planning.

Recycling Fees

The rates proposed for January 1, 2021, include adjustments to curbside (increasing from $3.27 to $3.30) and multi-family collection fees (increasing from $1.32 to $1.33) based on the Inflation Adjustment Factor (1.0%) detailed above as well as adjustments to the recycling processing surcharges which were added April 1, 2019, to recover costs associated with the local response to the global market issues and the ongoing need for supplying quality materials to these markets. Based on a review of operational factors, Clark County has indicated that the $74.76 per ton processing fee in 2020 will be adjusted to $68.11 on January 1, 2021. The processing surcharge for curbside customers will decrease from $1.59 per month to $1.46 per month. The processing surcharge for multi-family customers goes from $0.84 per month to $0.70per month. The combined impact for recycling fee components is a 2.1 percent decrease ($0.10 per month) in curbside recycling charges and a 6.1 percent decrease ($0.13 per month) in multi-family recycling charges.

Organics Fees
The rates proposed for January 1, 2021, include 1.0 percent adjustments to the organics rates which are tied to the Inflation Adjustment Factor. For the standard subscription service of 96-gallons collected every-other-week, the current rate of $7.80 per month adjusts to $7.88 per month. Recommended 2021 rates at other levels of service, following the same every-other-week schedule, are $6.82 for 64-gallon carts, $5.76 for 32-gallon carts, and $4.70 for 20-gallon carts.

City Fee
The new comprehensive collection contract with Waste Connections of Washington runs from April 1, 2019, through April 30, 2030. The City fee paid by Waste Connections each month in 2021 as a result of rate adjustments detailed above is $144,993.17. The 2020 monthly City Fee was set at $112,645.42. This 28.7 percent adjustment to the City Fee reflects two key factors: 1) reduced revenues over the last six years due to lower global recycling market commodity values, and 2) City Financial Management Policies included in the 2021-2022 Biennial Budget associated with: balancing current revenues with current operating expenditures (#3), exercising sound financial estimation of revenues through reasonably conservative but realistic assumptions (#8), applying the principle of full cost recovery in enterprise fund operations (#12), maintenance of working capital reserves (#21) and maintenance of designated liability funding reserves.

For 2021 overall, the typical residential customer rates for 32-gallons of weekly garbage service with recycling and organics collection increases 1.9 percent or $0.63 per month, under this recommendation. This reflects a $0.65 increase in garbage charges, a net $0.10 decrease in combined recycling collection rate and recycling processing surcharge fees, and a $0.08 increase in the organics charge. Households that have chosen different service levels may experience slightly different rate impacts.

Staff recommends adjusting customer rates as detailed in the Summary of Proposed 2021 Solid Waste Rates to meet the contractual obligations associated with the defined Inflation Adjustment Factor and to set the City Fee amount for the coming year. If approved, all adjustments will be effective January 1, 2021.

Advantage(s)

1. Increasing customer rates maintains the City's high level of solid waste services including many different options for curbside collection of garbage, recycling and optional organics.
2. The recommendation continues to provide funds for the neighborhood cleanup programs including spring yard debris coupons and fall leaf coupons, Saturday cleanup events, free RecycleU workshops and neighborhood mini grants for recycling education.
3. Assures funds for addressing solid waste code compliance and litter issues in the City.

4. Provides funds for regional Solid Waste programs for administration of the solid waste transfer and disposal system, long-term solid waste management planning, and education and outreach.

Disadvantage(s)

Customers will have rate increases ranging from 1 percent to 3.3 percent, depending upon the types and levels of service selected.

Budget Impact

Recommended rate increases will provide the Solid Waste fund with an additional needed operating revenues for 2021.

Prior Council Review

- This is an annual rate-setting process for Council. Council previously reviewed solid waste rates during the November 18, 2019, public hearing on 2020 Solid Waste Rates.

- 2021-2022 Biennial Budget Council Workshop – Overview on October 5, 2020
- 2021-2022 Biennial Budget Council Workshop – Utility Rates, CIP & Parks Capital, and Transportation on October 26, 2020
- 2021-2022 Biennial Budget Council Workshop – Budget Packet on November 2, 2020

Action Requested

On Monday, November 16, 2020, subject to second reading and public hearing, approve the ordinance.

Julie Gilbertson, Solid Waste Supervisor, 487-7162; Rich McConaghy, Solid Waste Manager, 487-7165

ATTACHMENTS:

- Ordinance
- Summary of Proposed Solid Waste Rates

11/09/20
11/16/20

ORDINANCE NO. M-______

AN ORDINANCE relating to the collection of solid waste, recyclable materials and organics, and amending certain sections of VMC 6.12 to increase or adjust rates and charges consistent with approved utility user taxes and rates and in accordance with current contracts for the coming year; providing for savings, severability and an effective date.

WHEREAS, solid waste collection, residential recycling, and organics rates within VMC 6.12 were last changed by adoption of Ordinance M-4283 (November 18, 2019), and current rates became effective January 1, 2020; and

WHEREAS, the City's contract for Comprehensive Garbage, Recyclables, and Organics Collection Services, effective April 1, 2019, contains provisions for annual adjustments to rates charged by the Contractor based upon changes in the Consumer Price Index (CPI), a Fuel Index, changes in disposal tipping fees, and changes in the City Fee as calculated through the contract's Exhibit D rate model; and

WHEREAS, the Inflation Adjustment Factor (IAF) for rates set for the 2021 period has been calculated at 0.97% by combining a 1.908 percent increase in the Seattle-Tacoma-Bellevue CPI-W and a 6.75 % percent decrease in the Fuel Index (weighted 92 percent and 8 percent respectively) factored at 80 percent as the allowed annual compensation adjustment for the collection contractor; and

WHEREAS, per Clark County contract provisions with the facility operator, disposal fees at transfer stations used to dispose of waste collected by the Contractor under the specifications of the comprehensive collection contract are set to increase by 1.6 percent to $97.39 per ton of municipal solid waste effective January 1, 2021, and

WHEREAS, Clark County established a recyclables processing fee on February 19, 2019 to be paid for residential recyclables delivered under the waste recycling, transfer and disposal contract with Columbia Resources Company, based on a review of operational factors, revenues and costs, which is to be adjusted to $68.11 per ton on January 1, 2021 (a 8.9% decrease), impacting the recyclables processing surcharge amounts established for City curbside and multi-family customers; and

WHEREAS, the City's comprehensive collection contract also contains provisions for annual adjustments in hauler compensation through rates for recycling and organics collection services based on the above noted changes in the IAF (CPI and fuel index); and

WHEREAS, the City's Financial Management Policies, updated for the 2021-2022 Biennial Budget, provide guidance for balancing current revenues with current operating expenditures (#3), for exercising sound financial estimation of revenues through reasonably conservative but realistic assumptions (#8), for applying the principle of full cost recovery in enterprise (Solid Waste) fund operations (#12), and for maintenance of both working capital (#21) and designated liability funding (#23) reserves; and as these policies are variously addressed through the adjustment of rates and through a proportionate increase to the amount of the annual City Fee paid by the collector as allowed for in Exhibit D; and

WHEREAS, over the last six years the City's share of market revenues received from the sale of hauler collected recyclable materials has been markedly reduced due to ongoing global recycling market conditions, and as this market factor is not anticipated to be reversed in the near-term, such that an increase to the City Fee has been incorporated into the rates and is warranted and necessary to comply with the noted Financial Policies.

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF VANCOUVER:

Section 1. VMC 6.12.208, adopted by Ordinance M-2665 and last amended by M-4283, is amended as follows:

6.12.208 Residential/multifamily cart rates.

The following table lists rates charged for residential/multifamily cart service:

Curb Service:	**~~2020~~ 2021**
32-gallon cart service	
Weekly collection	~~19.98~~ 20.63 per month
Each additional cart	~~19.98~~ 20.63 per month
Every other week	~~14.99~~ 15.47per month
Each additional cart	~~14.99~~ 15.47per month
Once a month	~~8.99~~ 9.28 per month
64-gallon cart service	

Weekly collection ~~39.96~~ 41.26 per month

Each additional cart ~~39.96~~ 41.26 per month

Every other week ~~19.98~~ 20.63 per month

96-gallon cart service

Weekly collection ~~59.94~~ 61.89 per month

Each additional cart ~~59.94~~ 61.89 per month

20-gallon cart service

Weekly collection ~~14.99~~ 15.47 per month

Every other week ~~11.99~~ 12.38 per month

Carryout Service:

32-gallon cart service

Weekly collection ~~29.97~~ 30.95 per month

Each additional cart ~~29.97~~ 30.95 per month

Every other week	~~22.49~~ 23.21 per month
Each additional cart	~~22.49~~ 23.21per month
Once a month	~~13.49~~ 13.92 per month
64-gallon cart service	
Weekly collection	~~49.95~~ 51.58 per month
Every other week	~~42.47~~ 43.84 per month
96-gallon cart service	
Weekly collection	~~69.93~~ 72.21 per month
20-gallon cart service	
Weekly collection	~~22.49~~ 23.21 per month
Every other week	~~17.99~~ 18.57 per month

Special/Optional Services:

Extra 32-gallon or equivalent (or portion thereof)

Curb	~~7.86~~ 8.12 per pick up
Carryout	~~11.79~~ 12.17 per pick up
Return trip fee	~~11.66~~ 11.77 per trip
Overweight/overfilled cart	Billed as an extra
Cart replacement fee	At cost
Cart delivery, initial	0.00
Cart delivery, subsequent	~~14.50~~ 14.64

Late Fee:

1.5 percent of balance outstanding at thirty days past due date.

Vacation Allowance:

Minimum period of two weeks.

Maximum of three vacations per year.

Section 2. VMC 6.12.209, adopted by Ordinance M-2665 and last amended by Ordinance M-4283, is amended as follows:

6.12.209 Commercial cart rates.

The following table lists garbage rates charged for commercial cart service:

Curb Service:	**~~2020~~ 2021**
32-gallon cart service	
Weekly collection	~~22.22~~ 22.94 per month
Each additional cart	~~22.22~~ 22.94 per month
Every other week	~~16.67~~ 17.21 per month
Each additional cart	~~16.67~~ 17.21 per month
Once a month	~~10.00~~ 10.32 per month
64-gallon cart service	
Weekly collection	~~44.44~~ 45.88 per month
Each additional cart	~~44.44~~ 45.88 per month
Every other week	~~22.22~~ 22.94 per month

96-gallon cart service

Weekly collection ~~66.66~~ 68.82 per month

20-gallon cart service

Weekly cart service ~~16.67~~ 17.21 per month

Every other week ~~13.33~~ 13.76 per month

Carryout Service:

32-gallon cart service

Weekly collection ~~33.33~~ 34.41 per month

Each additional cart ~~33.33~~ 34.41 per month

Every other week ~~25.01~~ 25.82 per month

Each additional cart ~~25.01~~ 25.82 per month

Once a month ~~15.00~~ 15.48 per month

64-gallon cart service

Weekly collection ~~55.55~~ 57.35 per month

Every other week	~~33.33~~ 34.41 per month
96-gallon car service	
Weekly collection	~~77.77~~ 80.29 per month
20-gallon cart service	
Weekly collection	~~25.01~~ 25.82 per month
Every other week	~~20.00~~ 20.64 per month

Special/Optional Services:

Extra 32-gallon or equivalent (or portion thereof)	
Curb	~~8.71~~ 8.99 per pick up
Carryout	~~13.13~~ 13.56 per pick up
Return trip fee	~~11.66~~ 11.77 per trip
Overweight/overfilled cart	Billed as an extra
Cart replacement fee	At cost
Cart delivery, initial	0.00

Cart delivery, subsequent ~~14.59~~ 14.73

Subscription-based commercial organics collection service is available at rates listed in VMC Section 6.12.213.

Late Fee:

1.5 percent of balance outstanding at thirty days past due date.

Vacation Allowance:

Minimum period of two weeks.

Maximum of three vacations per year.

Section 3. VMC 6.12.210, adopted by Ordinance C-33 and last amended by Ordinance M-4283, is amended as follows:

6.12.210 Container rates.*

The following Table 6.12.210 lists garbage rates charged for container service:

Table 6.12.210. (~~2020~~ 2021 Rates)

Regular Containers

Weekly Frequency

Size (In Yards)	1	2	3	4	5	6	7
1	~~$ 137.14~~ $ 141.61	~~$ 274.28~~ $ 283.22	~~$41142~~ $ 424.83	~~$ 548.56~~ $ 566.44	~~$ 685.70~~ $ 708.05	~~$ 822.84~~ $ 849.66	~~$ 959.98~~ $ 991.27
1.5	~~$ 171.43~~ $ 177.01	~~$ 342.85~~ $ 354.03	~~$ 514.28~~ $ 531.04	~~$ 685.70~~ $ 708.05	~~$ 857.13~~ $ 885.06	~~$ 1,028.55~~ $ 1,062.08	~~$ 1,199.98~~ $ 1,239.09
2	~~$ 205.71~~ $ 212.42	~~$ 411.42~~ $ 424.83	~~$ 617.13~~ $ 637.25	~~$ 822.84~~ $ 849.66	~~$ 1,028.55~~ $ 1,062.08	~~$ 1,234.26~~ $ 1,274.49	~~$ 1,439.97~~ $ 1,486.91
3	~~$ 274.28~~ $ 283.22	~~$ 548.56~~ $ 566.44	~~$ 822.84~~ $ 849.66	~~$ 1,097.12~~ $ 1,132.88	~~$ 1,371.40~~ $ 1,416.10	~~$ 1,645.68~~ $ 1,699.32	~~$ 1,919.96~~ $ 1,982.54
4	~~$ 342.85~~ $ 354.03	~~$ 685.70~~ $ 708.05	~~$ 1,028.55~~ $ 1,062.08	~~$ 1,371.40~~ $ 1,416.10	~~$ 1,714.25~~ $ 1,770.13	~~$ 2,057.10~~ $ 2,124.15	~~$ 2,399.95~~ $ 2,478.18
5	~~$ 411.42~~ $ 424.83	~~$ 822.84~~ $ 849.66	~~$ 1,234.26~~ $ 1,274.49	~~$ 1,645.68~~ $ 1,699.32	~~$ 2,057.10~~ $ 2,124.15	~~$ 2,468.52~~ $ 2,548.98	~~$ 2,879.94~~ $ 2,973.81
6	~~$ 479.99~~ $ 495.64	~~$ 959.98~~ $ 991.27	~~$ 1,439.97~~ $ 1,486.91	~~$ 1,919.96~~ $ 1,982.54	~~$ 2,399.75~~ $ 2,478.18	~~$ 2,879.94~~ $ 2,973.81	~~$ 3,359.93~~ $ 3,469.45
8	~~$ 617.13~~ $ 637.25	~~$ 1,234.26~~ $ 1,274.49	~~$ 1,851.39~~ $ 1,911.74	~~$ 2,468.52~~ $ 2,548.98	~~$ 3,085.65~~ $ 3,186.23	~~$ 3,702.78~~ $ 3,823.47	~~$ 4,319.91~~ $ 4,460.72

Regular Containers at Space Constrained Locations (Space Saver Rate)

Weekly Frequency

Size (In Yards)	1	2	3	4	5	6	7
1		~~$ 226.28~~ $233.66	~~$301.71~~ $311.54	~~$ 377.14~~ $389.43	~~$ 452.56~~ $467.31	~~$ 527.99~~ $545.20	~~$ 678.84~~ $700.97
1.5		~~$ 301.74~~ $311.54	~~$ 490.28~~ $506.26	~~$ 527.99~~ $545.20	~~$ 716.56~~ $739.91	~~$ 829.70~~ $856.74	~~$ 1,018.26~~ $1,051.45
2		~~$ 377.14~~ $389.43	~~$ 527.99~~ $545.20	~~$ 678.84~~ $700.97	~~$ 905.12~~ $934.63	~~$ 1,055.98~~ $1,090.40	~~$ 1,206.83~~ $1,246.17
3		~~$ 527.99~~ $545.20		~~$ 1,055.98~~ $1,090.40	~~$ 1,357.69~~ $1,401.94	~~$ 1,583.97~~ $1,635.60	~~$ 1,810.25~~ $1,869.25
4		~~$ 678.84~~ $700.97		~~$ 1,357.69~~ $1,401.94		~~$ 2,036.53~~ $2,102.91	
5							
6							
8							

Compactor Containers

Weekly Frequency

Size (In Yards)	1	2	3	4	5	6	7
1	~~$ 307.82~~ $ 317.85	~~$ 615.64~~ $ 635.70	~~$ 923.46~~ $ 953.55	~~$ 1,231.28~~ $ 1,271.40	~~$ 1,539.10~~ $ 1,589.25	~~$ 1,846.92~~ $ 1,907.10	~~$ 2,154.74~~ $ 2,224.95
1.5	~~$ 384.78~~ $ 397.31	~~$ 769.55~~ $ 794.63	~~$ 1,154.33~~ $ 1,191.94	~~$ 1,539.10~~ $ 1,589.25	~~$ 1,923.88~~ $ 1,986.56	~~$ 2,308.65~~ $ 2,383.88	~~$ 2,693.43~~ $ 2,781.19
2	~~$ 461.73~~ $ 476.78	~~$ 923.46~~ $ 953.55	~~$ 1,385.19~~ $ 1,430.33	~~$ 1,846.92~~ $ 1,907.10	~~$ 2,308.65~~ $ 2,383.88	~~$ 2,770.38~~ $ 2,860.65	~~$ 3,232.11~~ $ 3,337.43
3	~~$ 615.64~~ $ 635.70	~~$ 1,231.28~~ $ 1,271.40	~~$ 1,846.92~~ $ 1,907.10	~~$ 2,462.56~~ $ 2,542.80	~~$ 3,078.20~~ $ 3,178.50	~~$ 3,693.84~~ $ 3,814.20	~~$ 4,309.48~~ $ 4,449.90
4	~~$ 769.55~~ $ 794.63	~~$ 1,539.10~~ $ 1,589.25	~~$ 2,308.65~~ $ 2,383.88	~~$ 3,078.20~~ $ 3,178.50	~~$ 3,847.75~~ $ 3,973.13	~~$ 4,617.30~~ $ 4,767.75	~~$ 5,386.85~~ $ 5,562.38
5	~~$ 923.46~~ $ 953.55	~~$ 1,846.92~~ $ 1,907.10	~~$ 2,770.38~~ $ 2,860.65	~~$ 3,693.84~~ $ 3,814.20	~~$ 4,617.30~~ $ 4,767.75	~~$ 5,540.76~~ $ 5,721.30	~~$ 6,464.22~~ $ 6,674.85
6	~~$ 1,077.37~~ $ 1,112.48	~~$ 2,154.74~~ $ 2,224.95	~~$ 3,232.11~~ $ 3,337.43	~~$ 4,309.48~~ $ 4,449.90	~~$ 5,386.85~~ $ 5,562.38	~~$ 6,464.22~~ $ 6,674.85	~~$7,541.59~~ $ 7,787.33
8	~~$ 1,385.19~~ $ 1,430.33	~~$ 2,770.38~~ $ 2,860.65	~~$ 4,155.57~~ $ 4,290.98	~~$ 5,540.76~~ $ 5,721.30	~~$ 6,925.95~~ $ 7,151.63	~~$ 8,311.14~~ $ 8,581.95	~~$9,696.33~~ $ 10,012.28

Note: Above rates are for containers supplied by contractor. Rates for compacted solid waste apply only when such waste has been compacted by any mechanical device prior to its pickup by the collector. Loose waste dumped into the collector's packer truck from a container will be subject to the rates for non-compacted material. However, waste that has been compressed or compacted by any mechanical device and then subsequently dumped into a loose yard container to be picked up by the Contractor shall be subject to compacted container rates only upon prior written approval of the Director.

Special Services:

Special pickups shall be charged the extra yard rate multiplied by the size of the container plus the return trip charge.

	~~2020~~ 2021
One-time delivery/pickup/disposal of 3-yard "Rent-a-Bin"	~~173.83~~ 179.50
Additional "Rent-a-Bin" pickup	~~107.72~~ 111.23
Return trip (blocked container, etc.)	~~17.08~~ 17.25
Lock charge (if manual system used)	~~2.73~~ 2.76 per collection
Subsequent deliveries/moves/replacements	~~31.10~~ 31.40 per trip
Accessibility charge	~~3.88~~ 3.92 per collection
Rollout charge	
Greater than 15 feet	~~3.88~~ 3.92 per collection
Greater than 20 feet	~~6.22~~ 6.28 per collection
Steam cleaning (customer request or requirement)	~~46.64~~ 47.09 per container
Overfill/extra yardage (or portion thereof)	~~17.35~~ 17.92 per event

Overweight charges for container service: If the Contractor identifies that a Customer's disposal weights are consistently in excess of 130 lbs. per loose yard (if charged loose container rates) or 455 lbs. per compacted yard, or per yard of heavy material such as dirt, rock, etc. (if charged compacted container rates) the Contractor may charge a flat overweight surcharge in addition to the regular rates. The surcharge will be equal to the weight in excess of 200 pounds per loose yard or 700 pounds per compacted yard multiplied by the current disposal rates per pound, multiplied by the number of yards serviced per month. The surcharge may also be applied to any extra or special pickups. The Contractor shall not charge the overweight container charge until the on-going overweight account has been brought to the attention of the Director. The Contractor may charge the overweight charge once the Director has investigated the issue and made a written determination as to whether or not the proposed charge is appropriate to the situation.

Late Fee: 1.5 percent of balance outstanding at thirty days past due date.

Vacation Allowance:

Minimum period of two weeks.

Maximum of three vacations per year.

Section 4. VMC 6.12.211, adopted by Ordinance M-2665 and last amended by Ordinance M-4283, is amended as follows:

6.12.211 Drop box and compactor rates.*

The following table lists garbage rates charged for drop box and compactor service:

Regular Service:	**~~2020~~ 2021**
Initial placement fee	~~38.33~~ 39.21 per trip
Moving fee	~~38.33~~ 39.21 per trip
Steam clean	
(per customer request or as required)	~~4.18~~ 4.22 per yard
Minimum	~~40.65~~ 41.05 min
Plus: pickup and redelivery	~~38.83~~ 39.21 per trip

Trucking Fee (empty and return - roundtrip haul charge):

Drop box	
10-yard	~~152.33~~ 153.81
20-yard	~~152.33~~ 153.81
30-yard	~~152.33~~ 153.81
40-yard	~~152.33~~ 153.81
Compactor	
10-yard	~~169.26~~ 170.91
20-yard	~~169.26~~ 170.91
30-yard	~~169.26~~ 170.91
40-yard	~~169.26~~ 170.91

Organics Trucking Fee (empty and return - roundtrip haul charge):

Drop box

10-yard	~~108.31~~ 109.36
20-yard	~~108.31~~ 109.36
30-yard	~~108.31~~ 109.36
40-yard	~~108.31~~ 109.36

Compactor

10-yard	~~120.34~~ 121.52
20-yard	~~120.34~~ 121.52
30-yard	~~120.34~~ 121.52
40-yard	~~120.34~~ 121.52

Add disposal pass through at amount of tipping fee and disposal transaction fees or taxes to above charges.

Daily demurrage - Per Day	~~3.63~~ 3.67 per day
Monthly demurrage - Monthly Maximum	~~109.36~~ 110.42 monthly max
Special/modified box rental	
(Lid/screen/winch, etc.) - Per day	~~5.21~~ 5.26 per day
Monthly Maximum	~~156.90~~ 158.43 monthly max
Waiting time	

(after first 10 minutes) - Charge Per Minute	~~1.84~~ 1.86 per minute
Mileage Charge (over 10)	~~3.37~~ 3.40 per mile
Locking system	
Materials plus labor @ per hour	~~38.83~~ 39.21 per hour
"Check only" service	
(price per container and per check)	~~11.64~~ 11.75
Return trip charge (per container)	~~31.10~~ 31.40

For Organics and/or Yard debris collection drop box service – the noted Organics Trucking Fee applies in place of the regular Trucking Fee, however, the same rates apply to these streams as for all other regular drop box related services, and disposal will be charged at current organics and/or yard debris processing rates.

Late Fee: 1.5 percent of balance outstanding at thirty days past due date.

Section 5. VMC 6.12.212, adopted by Ordinance M-2665 and last amended by Ordinance M-4283, is amended as follows:

6.12.212 Other rates.

The following table lists garbage rates for types of pickup other than those set out in Sections 6.12.208 through 6.12.211:

Bulky item pickup:	**~~2020~~ 2021**	
Stove	~~17.06~~ 17.23	each

Bulky item pickup:	**~~2020~~ 2021**	
Washing machine	~~18.66~~ 18.84	each
Dryer	~~15.45~~ 15.60	each
Water heater	~~18.97~~ 19.15	each
Refrigerator, freezer	~~30.85~~ 31.15	each
Sofa	~~15.45~~ 15.60	each
Chair	~~12.33~~ 12.45	each
Mattress or box spring	~~13.96~~ 14.10	each
Tires		
Auto/light pickup	~~7.35~~ 7.42	each
with rim	~~11.37~~ 11.48	each
Bus/heavy truck	~~23.04~~ 23.26	each
with rim	~~38.01~~ 38.38	each
Other bulky items	~~16.25~~ 16.41	each

Note: the above rates are for pre-scheduled curbside pick-up at residential locations, however, they also may be applied to commercial and multifamily site pickups. For commercial and multifamily collections additional fees, detailed in VMC 6.12.210, may apply for requested Special Services that differ from the standard pre-scheduled curbside bulky item pickup.

Hourly equipment rental:

Sideloaded compactor truck	~~103.35~~ 104.36	per hour
Rolloff truck/Front Load Compactor Truck	~~106.44~~ 107.48	per hour
Extra labor	~~47.13~~ 47.59	per hour
Overtime rate	Extra labor rate x 1.5	

Section 6. VMC 6.12.213, adopted by Ordinance M-3069 and last amended by Ordinance M-4283, is amended as follows:

6.12.213 Residential recycling fees.

The following fees shall be charged for recycling program costs within the City of Vancouver:

1. *Curbside Recycling*

a. For each dwelling unit in a structure containing from one to four residential dwelling units, $~~3.27~~ 3.30 per month.

b. For each dwelling unit in a structure containing from one to four residential dwelling units, the contractor may invoice a "recyclables processing surcharge" of $~~1.59~~ 1.46 per month.

2. *Multi-family Recycling*

c. Five or more residential dwelling units on a consolidated solid waste collection bill, $~~1.32~~ 1.33 per month per unit.

d. For each dwelling unit in a structure containing five or more residential dwelling units, the contractor may invoice a "recyclables processing surcharge" of $~~0.84~~ 0.70 per unit per month.

The following optional fees shall be charged to those residents or businesses who voluntarily subscribe for service:

Organics Collection Service

Residential Subscription Options:	**~~2020~~ 2021**
Basic subscription, with 96-gallon cart	$~~7.80~~ 7.88 per month
Basic subscription, with 64-gallon cart	~~6.75~~ 6.82 per month
Basic subscription, with 32-gallon cart	~~5.70~~ 5.76 per month
Basic subscription, with 20-gallon cart	~~4.65~~ 4.70 per month
Commercial / Multifamily Subscription Options:	
Every Other Week subscription, with 64-gallon cart	$~~8.67~~ 8.76 per month
Weekly subscription, with 64-gallon cart	~~17.35~~ 17.52 per month
Special/Optional Organics Services:	
Additional 32-gallon equivalent (or portion thereof, per volume)	~~3.56~~ 3.60 per pickup
Service restart fee, within one year of last service	~~10.63~~ 10.73
Optional extra cart rental	~~1.76~~ 1.78 per month

Cart replacement fee	At cost
Cart delivery fee, initial	0.00
Cart delivery fee, subsequent (including cart swap request)	~~14.18~~ 14.32

Late fee: 1.5 percent of balance outstanding at 30 days

Vacation allowances in conjunction with garbage service vacations only.

Note: For commercial and multifamily sites participating in Organics collection service, the above subscription rates and Special/Optional Services fees apply so long as the customer is responsible for placing the cart(s) curbside for the scheduled collection day(s). If the cart(s) at these sites is not placed at the curb on collection day(s) and/or if other special services are requested for these sites, then the Special Services fees detailed in VMC 6.12.210 may be added as additional charges for each collection. Depending on location specific challenges, organics collection service may not be offered at all multifamily or commercial sites.

Section 7. Savings. Those ordinances or parts of ordinances which are amended by this ordinance shall remain in full force and effect until the effective date of this ordinance.

Section 8. Severability. If any clause, sentence, paragraph, section, or part of this ordinance or the application thereof to any person or circumstance shall be adjudged by any court of competent jurisdiction to be invalid, such order or judgment shall be confined in its operation to the controversy in which it was rendered and shall not effect or invalidate the remainder of any parts thereof to any person or circumstances and to this end the provisions of each clause, sentence, paragraph, section or part of this law are hereby declared to be severable.

Section 9. Effective date. This ordinance shall become effective as of January 1, 2021, following the date of final adoption.

Read first time:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

Read second time:

PASSED by the following vote:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

SIGNED this ________ day of ___________________________, 2020.

____
Anne McEnerny-Ogle, Mayor

Attest:

____
Natasha Ramras, City Clerk

Approved as to form:

____
Jonathan Young, City Attorney

SUMMARY

ORDINANCE NO. __________

AN ORDINANCE relating to the collection of solid waste, recyclable materials and organics, and amending certain sections of VMC 6.12 to increase or adjust rates and charges consistent with approved utility user taxes and rates and in accordance with current contracts for the coming year; providing for savings, severability and an effective date.

The full text of this ordinance will be mailed upon request. Contact Raelyn McJilton, Records Officer at 360-487-8711, or via www.cityofvancouver.us (Go to City Government and Public Records).

SUMMARY OF PROPOSED SOLID WASTE COLLECTION RATES for 1/01/21 as compared to rates in effect since 1/01/20 (3 pages)

$X.XX shaded values are PROPOSED changes based on CPI/Fuel/Tip Fee, City Fee and adjusted Recycling Processing Fee. Changes will be reviewed by Vancouver City Council:

First Reading: **11/09/20**

Second Reading/Public Hearing: **11/16/20**

The fees, once adopted, are expected to remain unchanged through 2021 (until Jan. 2021).

Questions on the rate changes may be addressed to Julie Gilbertson (360-487-7162)

	Available Service Levels	Monthly Charge Jan-20	Jan-21	Change	
	Residential/Multifamily Curb Service (VMC 6.12.208)				
	32-gallon cart service				
A	weekly collection	$19.98	$20.63	3.3%	
	each additional	$19.98	$20.63	3.3%	
	every other week collection	$14.99	$15.47	3.2%	
	each additional cart	$14.99	$15.47	3.2%	
	once per month collection	$8.99	$9.28	3.2%	
	64-gallon cart service				
	weekly collection	$39.96	$41.26	3.3%	
	each additional cart	$39.96	$41.26	3.3%	
	every other week collection	$19.98	$20.63	3.3%	
	96-gallon cart service				
	weekly collection	$59.94	$61.89	3.3%	
	each additional cart	$59.94	$61.89	3.3%	
	20-gallon cart service				
	weekly collection	$14.99	$15.47	3.2%	
	every other week collection	$11.99	$12.38	3.3%	
	Residential Carryout Service				
	32-gallon cart service				
	weekly collection	$29.97	$30.95	3.3%	
	each additional cart	$29.97	$30.95	3.3%	
	every other week collection	$22.49	$23.21	3.2%	
	each additional cart	$22.49	$23.21	3.2%	
	once per month collection	$13.49	$13.92	3.2%	
	64-gallon cart service				
	weekly collection	$49.95	$51.58	3.3%	
	every other week collection	$42.47	$43.84	3.2%	
	96-gallon cart service				
	weekly collection	$69.93	$72.21	3.3%	
	20-gallon cart service				
	weekly collection	$22.49	$23.21	3.2%	
	every other week collection	$17.99	$18.57	3.2%	
	Residential Special/Optional Services				
	Extra Cart (32-gallon equivalent)				
	Curb (per pick-up)	$7.86	$8.12	3.3%	
	Carryout (per pick-up)	$11.79	$12.17	3.2%	
	Return Trip fee	$11.66	$11.77	0.9%	
	Overweight/overfilled can	*Billed as an extra*			
	Cart replacement fee	*At cost*			
	Cart Delivery, Initial	$0.00	$0.00		
	Cart Delivery, Subsequent	$14.50	$14.64	1.0%	
	Residential Recycling & Organics Curbside (VMC 6.12.213)				
B	Single Family Recycling (EOW)	$3.27	$3.30	0.9%	
B'	Recycling Processing Surcharge	$1.59	$1.46	-8.3%	County &
	Multi-Family Recycling (per unit/month)	$1.32	$1.33	0.8%	WCW to
	Recycling Processing Surcharge	$0.84	$0.70	-16.9%	Verify
C	Single Family Organics (EOW, subscription service)				
	Basic subscription 96-gal cart	$7.80	$7.88	1.0%	
	Pg. 3 Lists all Organics Cart Size & Pricing Options				
	Additional 32-gal per pickup	$3.56	$3.60	1.1%	
	Service restart fee (<1yr)	$10.63	$10.73	0.9%	
	Optional 64-gal Cart Rental	$1.76	$1.78	1.1%	
	Cart replacement fee	*At Cost*			
	Cart delivery fee, initial	$0.00	$0.00		
	Cart delivery, subsequent	$14.18	$14.32	1.0%	

Standard Service Level for Residential Customers (A + B)

		Jan-20	Jan-21		Added:
A	32-Gallon Weekly Garbage	$19.98	$20.63	3.3%	$0.65
B	Single Family Recycling **B + B'**	$4.86	$4.76	-2.1%	-$0.10
	TOTAL A + B (+B')	$24.84	$25.39	2.2%	$0.55
C	Single Family Organics (w/basic 96-gal)	$7.80	$7.88	1.0%	$0.08
	TOTAL A + B + C (Organics)	$32.64	$33.27	1.9%	$0.63

Available Service Levels	Monthly Charge Jan-20	Jan-21	Change
Commercial Curb Service (VMC 6.12.209)			
32-gallon cart service			
weekly collection	$22.22	$22.94	3.2%
each additional cart	$22.22	$22.94	3.2%
every other week collection	$16.67	$17.21	3.2%
each additional cart	$16.67	$17.21	3.2%
once per month collection	$10.00	$10.32	3.2%
64-gallon cart service			
weekly collection	$44.44	$45.88	3.2%
each additional cart	$44.44	$45.88	3.2%
every other week collection	$22.22	$22.94	3.2%
96-gallon cart service			
weekly collection	$66.66	$68.82	3.2%
20-gallon cart collection			
weekly collection	$16.67	$17.21	3.2%
every other week collection	$13.33	$13.76	3.2%
Commercial Carryout Service			
32-gallon cart service			
weekly collection	$33.33	$34.41	3.2%
each additional cart	$33.33	$34.41	3.2%
every other week collection	$25.01	$25.82	3.2%
each additional cart	$25.01	$25.82	3.2%
once per month collection	$15.00	$15.48	3.2%
64-gallon cart service			
weekly collection	$55.55	$57.35	3.2%
every other week collection	$33.33	$34.41	3.2%
96-gallon cart service			
weekly collection	$77.77	$80.29	3.2%
20-gallon cart service			
weekly collection	$25.01	$25.82	3.2%
every other week collection	$20.00	$20.64	3.2%
Commercial Special/Optional Services			
Extra Cart (32-gallon equivalent)			
Curb (per pick-up)	$8.71	$8.99	3.2%
Carryout (per pick-up)	$13.13	$13.56	3.3%
Return Trip fee	$11.66	$11.77	0.9%
Overweight/overfilled cart	*Billed as an extra*		
Cart replacement fee	*At cost*		
Cart Delivery, Initial	$0.00	$0.00	
Cart Delivery, Subsequent	$14.59	$14.73	1.0%
Container (Commercial) Special Services (VMC 6.12.210)			
Special Pickup - yard rate X yards + return trip charge			
One Time Delivery/Pickup/Disposal			
of 3-yard "Rent-A-Bin"	$173.83	$179.50	3.3%
Additional "Rent-A-Bin"	$107.72	$111.23	3.3%
Return Trip fee	$17.08	$17.25	1.0%
Lock Charge (automatic system)	$0.00	$0.00	
Lock Charge (manual system)	$2.73	$2.76	1.1%
Subsequent Deliveries/Moves			
Replacements (per trip)	$31.10	$31.40	1.0%
Accessibility Charge	$3.88	$3.92	1.0%
Rollout Charge (per collection)			
Greater than 15 feet	$3.88	$3.92	1.0%
Greater than 20 feet	$6.22	$6.28	1.0%
Steam Cleaning (requested)	$46.64	$47.09	1.0%
Overfilled/Extra Yardage (portion)	$17.35	$17.92	3.3%
Other Garbage Rates (Bulky Items and Hourly - VMC 6.12.212)			
Stove	$17.06	$17.23	1.0%
Washing Machine	$18.66	$18.84	1.0%
Dryer	$15.45	$15.60	1.0%
Water Heater	$18.97	$19.15	0.9%
Refrigerator, Freezer	$30.85	$31.15	1.0%
Sofa	$15.45	$15.60	1.0%
Chair	$12.33	$12.45	1.0%
Mattress or Box Springs	$13.96	$14.10	1.0%
Tires			
auto light pickup	$7.35	$7.42	1.0%
with rim	$11.37	$11.48	1.0%
bus/heavy truck	$23.04	$23.26	1.0%
with rim	$38.01	$38.38	1.0%
Other Bulky Items	$16.25	$16.41	1.0%
Hourly Equipment Rental			
Sideloaded compactor	$103.35	$104.36	1.0%
Rolloff truck	$106.44	$107.48	1.0%
Extra labor	$47.13	$47.59	1.0%
Overtime rate	Extra labor rate X 1.5		

11/2/2020 15:07

Available Service Levels	Monthly Charge Jan-20	Jan-21	Change
Commercial Container Service (Non Compacted - VMC 6.12.210)			
One Yard Container (includes disposal w/in weight limits)			
once per week collection	$137.14	$141.61	3.3%
twice per week collection	$274.28	$283.22	3.3%
three collections/week	$411.42	$424.83	3.3%
four collections/week	$548.56	$566.44	3.3%
five collections/week	$685.70	$708.05	3.3%
six collections/week	$822.84	$849.66	3.3%
seven collections/week	$959.98	$991.27	3.3%
1.5 Yard Container (includes disposal w/in weight limits)			
once per week collection	$171.43	$177.01	3.3%
twice per week collection	$342.85	$354.03	3.3%
three collections/week	$514.28	$531.04	3.3%
four collections/week	$685.70	$708.05	3.3%
five collections/week	$857.13	$885.06	3.3%
six collections/week	$1,028.55	$1,062.08	3.3%
seven collections/week	$1,199.98	$1,239.09	3.3%
Two Yard Container (includes disposal w/in weight limits)			
once per week collection	$205.71	$212.42	3.3%
twice per week collection	$411.42	$424.83	3.3%
three collections/week	$617.13	$637.25	3.3%
four collections/week	$822.84	$849.66	3.3%
five collections/week	$1,028.55	$1,062.08	3.3%
six collections/week	$1,234.26	$1,274.49	3.3%
seven collections/week	$1,439.97	$1,486.91	3.3%
Three Yard Container (includes disposal w/in weight limits)			
once per week collection	$274.28	$283.22	3.3%
twice per week collection	$548.56	$566.44	3.3%
three collections/week	$822.84	$849.66	3.3%
four collections/week	$1,097.12	$1,132.88	3.3%
five collections/week	$1,371.40	$1,416.10	3.3%
six collections/week	$1,645.68	$1,699.32	3.3%
seven collections/week	$1,919.96	$1,982.54	3.3%
Four Yard Container (includes disposal w/in weight limits)			
once per week collection	$342.85	$354.03	3.3%
twice per week collection	$685.70	$708.05	3.3%
three collections/week	$1,028.55	$1,062.08	3.3%
four collections/week	$1,371.40	$1,416.10	3.3%
five collections/week	$1,714.25	$1,770.13	3.3%
six collections/week	$2,057.10	$2,124.15	3.3%
seven collections/week	$2,399.95	$2,478.18	3.3%
Five Yard Container (includes disposal w/in weight limits)			
once per week collection	$411.42	$424.83	3.3%
twice per week collection	$822.84	$849.66	3.3%
three collections/week	$1,234.26	$1,274.49	3.3%
four collections/week	$1,645.68	$1,699.32	3.3%
five collections/week	$2,057.10	$2,124.15	3.3%
six collections/week	$2,468.52	$2,548.98	3.3%
seven collections/week	$2,879.94	$2,973.81	3.3%
Six Yard Container (includes disposal w/in weight limits)			
once per week collection	$479.99	$495.64	3.3%
twice per week collection	$959.98	$991.27	3.3%
three collections/week	$1,439.97	$1,486.91	3.3%
four collections/week	$1,919.96	$1,982.54	3.3%
five collections/week	$2,399.95	$2,478.18	3.3%
six collections/week	$2,879.94	$2,973.81	3.3%
seven collections/week	$3,359.93	$3,469.45	3.3%
Eight Yard Container (includes disposal w/in weight limits)			
once per week collection	$617.13	$637.25	3.3%
twice per week collection	$1,234.26	$1,274.49	3.3%
three collections/week	$1,851.39	$1,911.74	3.3%
four collections/week	$2,468.52	$2,548.98	3.3%
five collections/week	$3,085.65	$3,186.23	3.3%
six collections/week	$3,702.78	$3,823.47	3.3%
seven collections/week	$4,319.91	$4,460.72	3.3%

Available Service Levels	Monthly Charge Jan-20	Jan-21	Change
Commercial Compactor Container Service (VMC 6.12.210)			
One Yard Container (includes disposal)			
once per week collection	$307.82	$317.85	3.3%
twice per week collection	$615.64	$635.70	3.3%
three collections/week	$923.46	$953.55	3.3%
four collections/week	$1,231.28	$1,271.40	3.3%
five collections/week	$1,539.10	$1,589.25	3.3%
six collections/week	$1,846.92	$1,907.10	3.3%
seven collections/week	$2,154.74	$2,224.95	3.3%
1.5 Yard Container (includes disposal)			
once per week collection	$384.78	$397.31	3.3%
twice per week collection	$769.55	$794.63	3.3%
three collections/week	$1,154.33	$1,191.94	3.3%
four collections/week	$1,539.10	$1,589.25	3.3%
five collections/week	$1,923.88	$1,986.56	3.3%
six collections/week	$2,308.65	$2,383.88	3.3%
seven collections/week	$2,693.43	$2,781.19	3.3%
Two Yard Container (includes disposal)			
once per week collection	$461.73	$476.78	3.3%
twice per week collection	$923.46	$953.55	3.3%
three collections/week	$1,385.19	$1,430.33	3.3%
four collections/week	$1,846.92	$1,907.10	3.3%
five collections/week	$2,308.65	$2,383.88	3.3%
six collections/week	$2,770.38	$2,860.65	3.3%
seven collections/week	$3,232.11	$3,337.43	3.3%
Three Yard Container (includes disposal)			
once per week collection	$615.64	$635.70	3.3%
twice per week collection	$1,231.28	$1,271.40	3.3%
three collections/week	$1,846.92	$1,907.10	3.3%
four collections/week	$2,462.56	$2,542.80	3.3%
five collections/week	$3,078.20	$3,178.50	3.3%
six collections/week	$3,693.84	$3,814.20	3.3%
seven collections/week	$4,309.48	$4,449.90	3.3%
Four Yard Container (includes disposal)			
once per week collection	$769.55	$794.63	3.3%
twice per week collection	$1,539.10	$1,589.25	3.3%
three collections/week	$2,308.65	$2,383.88	3.3%
four collections/week	$3,078.20	$3,178.50	3.3%
five collections/week	$3,847.75	$3,973.13	3.3%
six collections/week	$4,617.30	$4,767.75	3.3%
seven collections/week	$5,386.85	$5,562.38	3.3%
Five Yard Container (includes disposal)			
once per week collection	$923.46	$953.55	3.3%
twice per week collection	$1,846.92	$1,907.10	3.3%
three collections/week	$2,770.38	$2,860.65	3.3%
four collections/week	$3,693.84	$3,814.20	3.3%
five collections/week	$4,617.30	$4,767.75	3.3%
six collections/week	$5,540.76	$5,721.30	3.3%
seven collections/week	$6,464.22	$6,674.85	3.3%
Six Yard Container (includes disposal)			
once per week collection	$1,077.37	$1,112.48	3.3%
twice per week collection	$2,154.74	$2,224.95	3.3%
three collections/week	$3,232.11	$3,337.43	3.3%
four collections/week	$4,309.48	$4,449.90	3.3%
five collections/week	$5,386.85	$5,562.38	3.3%
six collections/week	$6,464.22	$6,674.85	3.3%
seven collections/week	$7,541.59	$7,787.33	3.3%
Eight Yard Container (includes disposal)			
once per week collection	$1,385.19	$1,430.33	3.3%
twice per week collection	$2,770.38	$2,860.65	3.3%
three collections/week	$4,155.57	$4,290.98	3.3%
four collections/week	$5,540.76	$5,721.30	3.3%
five collections/week	$6,925.95	$7,151.63	3.3%
six collections/week	$8,311.14	$8,581.95	3.3%
seven collections/week	$9,696.33	$10,012.28	3.3%

**** For Reference Only ****

Tipping Fees at Columbia Resource Company Transfer Stations

	Jan-20	Jan-21	Change
Municipal Solid Waste ($/ ton)	$95.86	$97.39	1.6%
Drop Box Waste ($/ ton)	$85.13	$86.50	1.6%
Plus - Transaction Fee (per load)	$10.00	$10.00	0.0%
Organics Tip Fee ($/ ton)	$83.35	$84.65	1.6%
Yard Debris - West Van ($/ ton)	$67.53	$68.59	1.6%
Yard Debris - CTR ($/ ton)	$67.96	$69.02	1.6%
Recyclables Processing ($/ ton)	$74.76	$68.11	-8.90%

Tiping fees approved by Clark County Public Health

Disposal Fees: (pass through of tipping fee, transaction fee & taxes)
Other Divertable Materials accepted at local transfer stations:
(pass through at current disposal fee or processing rate)
Yard Debris/Organics Fees: (pass through at current rate)
Recycling Processing Surcharge fee (pass through)

County & WCW to Verify

11/2/2020 15:07

Available Service Levels	Monthly Charge Jan-20	Jan-21	Change
Space Saver Rate - Regular Containers at Space Constrained Locations (VMC 6.12.210)			
One Yard Container (includes disposal w/in weight limits)			
once per week collection	$137.14	$141.61	3.3%
twice per week collection	$226.28	* $233.66	3.3%
three collections/week	$301.71	$311.54	3.3%
four collections/week	$377.14	$389.43	3.3%
five collections/week	$452.56	$467.31	3.3%
six collections/week	$527.99	$545.20	3.3%
seven collections/week	$678.84	$700.97	3.3%
1.5 Yard Container (includes disposal w/in weight limits)			
once per week collection	$171.43	$177.01	3.3%
twice per week collection	$301.71	* $311.54	3.3%
three collections/week	$490.28	$506.26	3.3%
four collections/week	$527.99	$545.20	3.3%
five collections/week	$716.56	$739.91	3.3%
six collections/week	$829.70	$856.74	3.3%
seven collections/week	$1,018.26	$1,051.45	3.3%
Two Yard Container (includes disposal w/in weight limits)			
once per week collection	$205.71	$212.42	3.3%
twice per week collection	$377.14	* $389.43	3.3%
three collections/week	$527.99	$545.20	3.3%
four collections/week	$678.84	$700.97	3.3%
five collections/week	$905.12	$934.63	3.3%
six collections/week	$1,055.98	$1,090.40	3.3%
seven collections/week	$1,206.83	$1,246.17	3.3%
Three Yard Container (includes disposal w/in weight limits)			
once per week collection	$274.28	$283.22	3.3%
twice per week collection	$527.99	* $545.20	3.3%
three collections/week	$822.84	$849.66	3.3%
four collections/week	$1,055.98	$1,090.40	3.3%
five collections/week	$1,357.69	$1,401.94	3.3%
six collections/week	$1,583.97	$1,635.60	3.3%
seven collections/week	$1,810.25	$1,869.25	3.3%
Four Yard Container (includes disposal w/in weight limits)			
once per week collection	$342.85	$354.03	3.3%
twice per week collection	$678.84	* $700.97	3.3%
three collections/week	$1,028.55	$1,062.08	3.3%
four collections/week	$1,357.69	$1,401.94	3.3%
five collections/week	$1,714.25	$1,770.13	3.3%
six collections/week	$2,036.53	$2,102.91	3.3%
seven collections/week	$2,399.95	$2,478.18	3.3%
Five Yard Container (includes disposal w/in weight limits)			
once per week collection	$411.42	$424.83	3.3%
twice per week collection	$822.84	$849.66	3.3%
three collections/week	$1,234.26	$1,274.49	3.3%
four collections/week	$1,645.68	$1,699.32	3.3%
five collections/week	$2,057.10	$2,124.15	3.3%
six collections/week	$2,468.52	$2,548.98	3.3%
seven collections/week	$2,879.94	$2,973.81	3.3%
Six Yard Container (includes disposal w/in weight limits)			
once per week collection	$479.99	$495.64	3.3%
twice per week collection	$959.98	$991.27	3.3%
three collections/week	$1,439.97	$1,486.91	3.3%
four collections/week	$1,919.96	$1,982.54	3.3%
five collections/week	$2,399.95	$2,478.18	3.3%
six collections/week	$2,879.94	$2,973.81	3.3%
seven collections/week	$3,359.93	$3,469.45	3.3%
Eight Yard Container (includes disposal w/in weight limits)			
once per week collection	$617.13	$637.25	3.3%
twice per week collection	$1,234.26	$1,274.49	3.3%
three collections/week	$1,851.39	$1,911.74	3.3%
four collections/week	$2,468.52	$2,548.98	3.3%
five collections/week	$3,085.65	$3,186.23	3.3%
six collections/week	$3,702.78	$3,823.47	3.3%
seven collections/week	$4,319.91	$4,460.72	3.3%

*Note: For Space Saver Rates, the darker shaded cells indicate collection frequencies where space constrained customers will experience savings

Note: As a consequence of offering new "Space Saver" rates, all other commercial container rates increased 0.5% <u>one time</u> (before CPI/fuel/tip fee/etc. adjustments) for 2020. This increment of increase all applied to all scheduled container service levels in VMC 6.12.210

Available Service Levels	Monthly Charge Jan-20	Jan-21	Change
Drop Box and Compactor Services (VMC 6.12.211)			
Regular Service (pass through amount of tipping fee <u>and transaction fee taxes</u>)			
Initial Placement (per trip)	$38.83	$39.21	1.0%
Moving Fee (per trip)	$38.83	$39.21	1.0%
Steam Clean (per yard)	$4.18	$4.22	1.0%
Minimum (Plus P/R)	$40.65	$41.05	1.0%
Box placement/move onsite	$38.83	$39.21	1.0%
Daily Demurrage	$3.63	$3.67	1.1%
Monthly Demurrage (Max.)	$109.36	$110.42	1.0%
Special/Modified Box Rent			
(lid,screen,winch/day)	$5.21	$5.26	1.0%
monthly maximum	$156.90	$158.43	1.0%
Waiting Time (per minute)	$1.84	$1.86	1.1%
Mileage Charge (over 10/mi)	$3.37	$3.40	0.9%
Locking System (materials			
plus labor @: per hr)	$38.83	$39.21	1.0%
"Check Only" (per check)	$11.64	$11.75	0.9%
Return Trip Charge	$31.10	$31.40	1.0%
Drop Box Trucking Fee (empty & return - roundtrip) (VMC 6.12.211)			
10-yard			
Drop Box	$152.33	$153.81	1.0%
Compactor	$169.26	$170.91	1.0%
20-yard			
Drop Box	$152.33	$153.81	1.0%
Compactor	$169.26	$170.91	1.0%
30-yard			
Drop Box	$152.33	$153.81	1.0%
Compactor	$169.26	$170.91	1.0%
40-yard			
Drop Box	$152.33	$153.81	1.0%
Compactor	$169.26	$170.91	1.0%

Drop Box <u>ORGANICS</u> Trucking Fee (roundtrip haul - VMC 6.12.211)

Other VMC 6.12.211 service rates apply to Organics drop boxes/compactors.

	Jan-20	Jan-21	Change
10-yard			
Drop Box	$108.31	$109.36	1.0%
Compactor	$120.34	$121.52	1.0%
20-yard			
Drop Box	$108.31	$109.36	1.0%
Compactor	$120.34	$121.52	1.0%
30-yard			
Drop Box	$108.31	$109.36	1.0%
Compactor	$120.34	$121.52	1.0%
40-yard			
Drop Box	$108.31	$109.36	1.0%
Compactor	$120.34	$121.52	1.0%

Organics Tip Fees: (pass through at current material processing rate)		
2021 West Van Organics Tip Fee ($/ ton):	**$84.65**	1.6%

Organics Collection Service (Yard Debris + Food)

Residential/Commercial <u>ORGANICS</u> Fees (VMC 6.12.213)

<u>Residential Subscription Options:</u>

Single Family Organics - subscription service, every other week collection

		Jan-20	Jan-21	Change
C	96-gallon cart (EOW)	$7.80 *	**$7.88 ***	1.0%
*Basic Rate (Pg 1) charge C	64-gallon cart (EOW)	$6.75	$6.82	1.0%
	32-gallon cart (EOW)	$5.70	$5.76	1.0%
	20-gallon cart (EOW)	$4.65	$4.70	1.0%

<u>Commercial / Multifamily Subscription Options:</u>

	Jan-20	Jan-21	Change
64-gallon cart service			
every other week collection	$8.67	$8.76 **	1.1%
weekly collection	$17.35	$17.52 **	1.0%

**Indicated monthly Commercial/Multi-Family Organics rates apply if carts are set at the curb for scheduled collection days - other 'Special Services' detailed in VMC 6.12.210 may be added as additional charges for each collection if the cart(s) are not placed at the curb. Depending on location specific challenges, organics collection service may not be offered at all multifamily or commercial sites.

11/2/2020 15:07

CITY OF Vancouver WASHINGTON

Item #10.

Staff Report 163-20

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 11/16/2020

SUBJECT Amendments to VMC Titles 16 and 17 to implement fire and life safety program fee increases

Key Points

Adopt an ordinance increasing certain fees for Fire Marshal Services to maintain program cost associated with fire and life safety

Strategic Plan Alignment

Goal 2: Provide effective, innovative and well-resourced police, fire and emergency medical services.

Present Situation

The City of Vancouver regulates building and fire administration with VMC Title 16 and Title 17. Fire fees shall maintain cost recovery associated with fire and life safety inspections, fire plans review and new construction inspection functions. A minor fee increase modification is proposed to Title 16 and 17 fee schedules in order to keep pace with inflation program costs.

The ordinances propose the following code amendments to Title 16 and 17:

1. Amend VMC Title 16, Section 16.04.280 Fees & Permits
2. Amend VMC Title 17, Section 17.08.130 Table VII – Fire Fee

Advantage(s)

Maintains cost recovery and aligns fees with increased costs associated with the fire and life safety permitting and inspection program.

Disadvantage(s)

None

Budget Impact

Title 16, Section 16.04.280 Permits and Fees

- On January 1, 2021 – An increase of Title 16 fees by 5%
- On January 1, 2022 – An increase of Title 16 fees by 5%

Title 17, Section 17.08.130 Table VII – Fire Fees

- On January 1, 2021 – An increase Title 17 “Fire” fees by 5%
- On January 1, 2022 - An increase Title 17 “Fire” fees by 5%

Prior Council Review

- 2021-2022 Biennial Budget Council Workshop – Overview on October 5, 2020
- 2021-2022 Biennial Budget Council Workshop – General Operating & Policy on October 19, 2020
- 2021-2022 Biennial Budget Council Workshop – Budget Packet on November 2, 2020

Action Requested

On Monday, November 16, 2020, subject to second readings and public hearing, approve the ordinances.

Heidi Scarpelli, Vancouver Fire Marshal, 360-487-7202

ATTACHMENTS:

- Building Fire Code Commission Letter of Support
- Title 16 Fee Ordinance
- Title 17 Fee Ordinance

October 29, 2020

Mayor and City Council
City of Vancouver
P.O. Box 1995
Vancouver
WA 98668-1995

RE: Recommendation on proposed changes to VMC Title 16 and 17

Dear Mayor and City Council Members:

The Building and Fire Code Commission (BFCC) of City of Vancouver held duly noticed meetings on October 27, 2020. The BFCC and city staff discussed the following building and fire code ordinance amendments:

1. Increase Fees – VMC Title 16, Increase Fire Fees by 5% January 2021 and 5% January 2022.

2. Increase Fees – VMC Title 17, Increase Fire Fees by 5% January 2021 and 5% January 2022.

Following the discussion, motions were unanimously approved by the BFCC in favor of proposed code amendments. Building and Fire Code Commission recommends adoption of the ordinances by the City Council.

Sincerely,

Scott A. Anders

Scott Anders,
Chair, Building and Fire Code Commission

C: Eric Holmes, City Manager
Jonathon Young, City Attorney
Heidi Scarpelli, Fire Marshal
Sree Thirunagari, Building Official
Philip Gigler, Assistant City Attorney
Building and Fire Code Commission members

11/09/2020
11/16/2020

ORDINANCE NO. __________

AN ORDINANCE relating to updating the fire fees in Vancouver Municipal Code (VMC) Section 16.04.208 to more accurately reflect staff time by increasing fire's fees by five percent in both 2021 and 2022 to cover administrative costs associated with administering the corresponding programs; providing for savings, severability and an effective date.

WHEREAS, as reflected in SR - __________ , the Building and Fire Codes Commission and the Vancouver Fire Department have recommended certain amendments be made to Title 16 for the updating of the fees section to more accurately reflect staff time; and

WHEREAS, The City of Vancouver regulates building and fire administration with VMC Title 16 and Title 17; and

WHEREAS, Fire fees shall maintain cost recovery associated with fire and life safety inspections, fire plans review and new construction inspection functions; and

WHEREAS, A minor fee increase modification is proposed to Title 16 and 17 fee schedules in order to keep pace with program costs

WHEREAS, this ordinance is an exercise of the city of Vancouver's police and legislative authority derived from Wash. Const. art. XI, § 11 and is consistent with RCW 19.27 and WAC 51-54, and is to protect the public's health, safety and welfare; and

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF VANCOUVER:

Section 1. That portion of ordinance M-3659, as last amended by that part of section 7 of ordinance M - 4164, and codified as VMC 16.04.280, is hereby amended to read as follows:

A. Whenever any permit is required by the fire code, such permit shall be in addition to all other permits or licenses required by law or other ordinance.

B. Permit fees for permits required under IFC Section 105.7 shall be established in Chapter 17.08 VMC, Fees Table V Fire Fees, and VMC 20.180.080, Fire Fees.

C. All fees contained in this section will automatically increase by five percent on January 1, ~~2019~~2021, and by an additional five percent on January 1, ~~2020~~2022. Each such newly adjusted fee shall be rounded to the nearest whole dollar with $0.50 or more being rounded to the next higher dollar and $0.49 or less to the lower dollar.

D. The owner or occupant of buildings that have any of the existing occupancy types listed in this section shall pay a periodic inspection fee, according to fee schedule listed in this section. For the purposes of this section, “periodic inspection” means an inspection of the existing occupancy types listed in this section, according to the fire code official’s pre-set inspection schedule. A “periodic inspection” under this section is not related to any inspection associated with a construction permit, required under Chapter 17.08 VMC. For the purposes of this section, “special inspection” means any inspection of the existing occupancy types listed in this section to ensure compliance with newly adopted rules or regulations, compliance with a manufacturer’s recall, or any inspection related to a fire code enforcement investigation. There shall be no special inspection fee if a fire code complaint does not result in identifying a fire code violation.

~~Effective 01/01/2019:~~

~~**First Code Compliance Inspection**~~	~~**Occupancy Group Types B, M & R (Not Including R-3 Occupancies) & U**~~	~~**Occupancy Group Types A, E & LC**~~	~~**Occupancy Group Types F, H, I & S**~~
~~0 - 500 sq. ft.~~	~~$38 (limited to type B & M occupancies only)~~	~~N/A~~	~~N/A~~
~~501 - 3,000 sq. ft.~~	~~$72~~	~~$97~~	~~$121~~
~~3,001 - 5,000 sq. ft.~~	~~$114~~	~~$139~~	~~$163~~
~~5,001 - 7,500 sq. ft~~	~~$151~~	~~$200~~	~~$259~~
~~7,501 - 10,000~~	~~$163~~	~~$248~~	~~$362~~

~~sq. ft.~~			
~~10,001 - 12,500 sq. ft.~~	~~$182~~	~~$284~~	~~$386~~
~~12,501 - 15,000 sq. ft.~~	~~$206~~	~~$332~~	~~$404~~
~~15,001 - 17,500 sq. ft.~~	~~$217~~	~~$356~~	~~$423~~
~~17,501 - 20,000 sq. ft.~~	~~$230~~	~~$375~~	~~$441~~
~~20,001 - 30,000 sq. ft.~~	~~$248~~	~~$393~~	~~$459~~
~~30,001 - 40,000 sq. ft.~~	~~$278~~	~~$441~~	~~$471~~
~~40,001 - 50,000 sq. ft.~~	~~$296~~	~~$471~~	~~$489~~
~~50,001 - 60,000 sq. ft.~~	~~$314~~	~~$501~~	~~$501~~
~~60,001 - 70,000 sq. ft.~~	~~$332~~	~~$531~~	~~$531~~
~~70,001 - 100,000 sq. ft.~~	~~$344~~	~~$555~~	~~$555~~
~~100,001 - 150,000 sq. ft.~~	~~$369~~	~~$586~~	~~$586~~
~~150,001 - 200,000 sq. ft.~~	~~$411~~	~~$622~~	~~$622~~
~~Over 200,000 sq. ft.~~	~~$501~~	~~$652~~	~~$652~~
~~If the actual costs, (including, but not limited to, preparation,~~	~~$79 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)~~	~~$79 per hour (actual costs, including, but not limited to, preparation,~~	~~$79 per hour (actual costs, including, but not limited to, preparation,~~

~~administration and inspection time) exceeds double the fee established in Section 1 of the fee table an additional hourly rate may apply.~~		~~administrative, and inspection time)~~	~~administrative, and inspection time)~~
~~Where the inspectable portions of the building is less than 50% of the total building square footage; then an hourly rate may be applied in lieu of the fee established in Section 1 of the fee table.~~	~~$79 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)~~	~~$79 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)~~	~~$79 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)~~
~~Second and subsequent reinspections~~	~~$79 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)~~	~~$79 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)~~	~~$79 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)~~
~~Special inspections or other fire code inspections or fire code related activities~~	~~$79 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)~~	~~$79 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)~~	~~$79 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)~~

~~E. Second inspections are at no cost, all subsequent compliance inspections shall be charged an hourly rate per the table above. Where authorized by the fire code official, the affidavit process shall constitute a second inspection at no cost.~~

~~F. *Operational permits required by IFC Section 105.6.* An applicant for an operational permit, required under IFC Section 105.6, shall pay a fee of $48.00 for each operational permit, except that the following sub-categories of operational permits are hereby created:~~

~~1. *SPECIAL EVENT MASTER PERMIT* . Event producers shall obtain such permit for amusement buildings (IFC Section 105.6.2), organized carnivals and fairs (including festivals and concerts), (IFC Section 105.6.4), exhibits and trade shows (IFC Section 105.6.13), and etc. The fee for a Special Event Master Permit shall be: $84.00 for single use and $170.00 for multi use (includes fire permit and fire inspection).~~

~~Operational permits issued for the storage and use of LP-gas in structures with an aggregate quantity less than 125 gallons (water capacity) shall not be charged a fee.~~

~~G. *Inspection, Testing and Maintenance Report Processing Under IFC Section 901.6.* There shall be a review fee for reports submitted to the fire code official under IFC Section 901.6, according to the following schedule:~~

~~Effective 01/01/2020:~~

Effective 01/01/2021:

First Code-Compliance Inspection	**Occupancy Group Types B, M & R (Not Including R-3 Occupancies) & U**	**Occupancy Group Types A, E & LC**	**Occupancy Group Types F, H, I & S**
0 - 500 sq. ft.	~~$40~~ $42 (limited to type B & M occupancies only)	~~N/A~~ $107	~~N/A~~ $133
501 - 3,000 sq. ft.	~~$76~~ $80	~~$102~~ $107	~~$127~~ $133
3,001 - 5,000 sq. ft.	~~$120~~ $126	~~$146~~ $153	~~$171~~ $180
5,001 - 7,500 sq. ft.	~~$159~~ $167	~~$210~~ $221	~~$272~~ $286
7,501 - 10,000 sq. ft.	~~$171~~ $180	~~$260~~ $273	~~$380~~ $399
10,001 - 12,500 sq. ft.	~~$191~~ $201	~~$298~~ $313	~~$405~~ $425

First Code-Compliance Inspection	Occupancy Group Types B, M & R (Not Including R-3 Occupancies) & U	Occupancy Group Types A, E & LC	Occupancy Group Types F, H, I & S
12,501 - 15,000 sq. ft.	~~$216~~ $227	~~$349~~ $366	~~$424~~ $445
15,001 - 17,500 sq. ft.	~~$228~~ $239	~~$374~~ $393	~~$444~~ $466
17,501 - 20,000 sq. ft.	~~$242~~ $254	~~$394~~ $414	~~$463~~ $486
20,001 - 30,000 sq. ft.	~~$260~~ $273	~~$413~~ $434	~~$482~~ $506
30,001 - 40,000 sq. ft.	~~$292~~ $307	~~$463~~ $486	~~$495~~ $520
40,001 - 50,000 sq. ft.	~~$311~~ $327	~~$495~~ $520	~~$513~~ $539
50,001 - 60,000 sq. ft.	~~$330~~ $347	~~$526~~ $552	~~$526~~ $552
60,001 - 70,000 sq. ft.	~~$349~~ $366	~~$558~~ $586	~~$558~~ $586
70,001 - 100,000 sq. ft.	~~$361~~ $379	~~$583~~ $612	~~$583~~ $612
100,001 - 150,000 sq. ft.	~~$387~~ $406	~~$615~~ $646	~~$615~~ $646
150,001 - 200,000 sq. ft.	~~$432~~ $454	~~$653~~ $686	~~$653~~ $686
Over 200,000 sq. ft.	~~$526~~ $552	~~$685~~ $719	~~$685~~ $719
If the actual costs, (including, but not limited to, preparation, administration and inspection time) exceeds double the fee established in Section 1 of the fee table an	~~$83~~ $87 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)	~~$83~~ $87 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)	~~$83~~ $87 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)

First Code-Compliance Inspection	Occupancy Group Types B, M & R (Not Including R-3 Occupancies) & U	Occupancy Group Types A, E & LC	Occupancy Group Types F, H, I & S
additional hourly rate may apply.			
Where the inspectable portions of the building is less than 50% of the total building square footage; then an hourly rate may be applied in lieu of the fee established in Section 1 of the fee table.	~~$83~~ $87 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)	~~$83~~ $87 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)	~~$83~~ $87 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)
Second and subsequent reinspections	~~$83~~ $87 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)	~~$83~~ $87 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)	~~$83~~ $87 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)
Special inspections or other fire code inspections or fire code related activities	~~$83~~ $87 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)	~~$83~~ $87 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)	~~$83~~ $87 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)

E~~H~~. Second inspections are at no cost, all subsequent compliance inspections shall be charged an hourly rate per the table above. Where authorized by the fire code official, the affidavit process shall constitute a second inspection at no cost.

F~~I~~. *Operational permits required by IFC Section 105.6.* An applicant for an operational permit, required under IFC Section 105.6, shall pay a fee of ~~$50.00~~ $51.00 for each operational permit, except that the following sub-categories of operational permits are hereby created:

1. *SPECIAL EVENT MASTER PERMIT.* Event producers shall obtain such permit for amusement buildings (IFC Section 105.6.2), organized carnivals and fairs (including festivals and concerts), (IFC Section 105.6.4), exhibits and trade shows (IFC Section 105.6.13), and etc. The fee for a Special Event Master Permit shall be: ~~$88.00~~ $92.00 for single use and ~~$179.00~~ $188.00 for multi use (includes fire permit and fire inspection).

Operational permits issued for the storage and use of LP-gas in structures with an aggregate quantity less than 125 gallons (water capacity) shall not be charged a fee.

G~~J~~. *Inspection, Testing and Maintenance Report Processing Under IFC Section 901.6.* There shall be a review fee for reports submitted to the fire code official under IFC Section 901.6, according to the following schedule:

Effective 01/01/2022:

First Code-Compliance Inspection	**Occupancy Group Types B, M & R (Not Including R-3 Occupancies) & U**	**Occupancy Group Types A, E & LC**	**Occupancy Group Types F, H, I & S**
0 - 500 sq. ft.	$44 (limited to type B & M occupancies only)	$112	$140
501 - 3,000 sq. ft.	$84	$112	$140
3,001 - 5,000 sq. ft.	$132	$161	$189
5,001 - 7,500 sq. ft	$175	$232	$300
7,501 - 10,000 sq. ft.	$189	$287	$418
10,001 - 12,500 sq. ft.	$211	$329	$446
12,501 - 15,000 sq. ft.	$238	$384	$467
15,001 - 17,500 sq. ft.	$251	$413	$489
17,501 - 20,000 sq. ft.	$267	$435	$510

First Code-Compliance Inspection	Occupancy Group Types B, M & R (Not Including R-3 Occupancies) & U	Occupancy Group Types A, E & LC	Occupancy Group Types F, H, I & S
20,001 - 30,000 sq. ft.	$287	$456	$531
30,001 - 40,000 sq. ft.	$322	$510	$546
40,001 - 50,000 sq. ft.	$343	$546	$565
50,001 - 60,000 sq. ft.	$364	$580	$579
60,001 - 70,000 sq. ft.	$384	$615	$615
70,001 - 100,000 sq. ft.	$398	$643	$642
100,001 - 150,000 sq. ft.	$426	$678	$678
150,001 - 200,000 sq. ft.	$477	$720	$720
Over 200,000 sq. ft.	$580	$755	$755
If the actual costs, (including, but not limited to, preparation, administration and inspection time) exceeds double the fee established in Section 1 of the fee table an additional hourly rate may apply.	$91 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)	$91 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)	$91 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)
Where the inspectable portions of the building is less than	$91 per hour (actual costs, including, but not limited to, preparation,	$91 per hour (actual costs, including, but not limited to,	$91 per hour (actual costs, including, but not limited to,

First Code-Compliance Inspection	**Occupancy Group Types B, M & R (Not Including R-3 Occupancies) & U**	**Occupancy Group Types A, E & LC**	**Occupancy Group Types F, H, I & S**
50% of the total building square footage; then an hourly rate may be applied in lieu of the fee established in Section 1 of the fee table.	administrative, and inspection time)	preparation, administrative, and inspection time)	preparation, administrative, and inspection time)
Second and subsequent reinspections	$91 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)	$91 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)	$91 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)
Special inspections or other fire code inspections or fire code related activities	$91 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)	$91 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)	$91 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)

H. Second inspections are at no cost, all subsequent compliance inspections shall be charged an hourly rate per the table above. Where authorized by the fire code official, the affidavit process shall constitute a second inspection at no cost.

I. *Operational permits required by IFC Section 105.6.* An applicant for an operational permit, required under IFC Section 105.6, shall pay a fee of $54.00 for each operational permit, except that the following sub-categories of operational permits are hereby created:

1. *SPECIAL EVENT MASTER PERMIT.* Event producers shall obtain such permit for amusement buildings (IFC Section 105.6.2), organized carnivals and fairs (including festivals and concerts), (IFC Section 105.6.4), exhibits and trade shows (IFC Section 105.6.13), and etc. The fee for a Special Event Master Permit shall be: $97.00 for single use and $197.00 for multi-use (includes fire permit and fire inspection).

Operational permits issued for the storage and use of LP-gas in structures with an aggregate quantity less than 125 gallons (water capacity) shall not be charged a fee.

J. *Inspection, Testing and Maintenance Report Processing Under IFC Section 901.6.* There shall be a review fee for reports submitted to the fire code official under IFC Section 901.6, according to the following schedule:

~~Effective 1/1/2019:~~

~~1.~~	~~Each Commercial Cooking Maintenance (Includes Suppression Systems and Hood Cleaning Reports)~~	~~$48 per initial fire protection system type and $5 per additional system of the same protection type~~
~~2.~~	~~Each Fixed Chemical System (Fixed Chemical Systems Include All Systems Defined in the IFC and Paint Booths and Clean Rooms)~~	~~$48 per initial fire protection system type and $5 per additional system of the same protection type~~
~~3.~~	~~Fire Sprinkler~~	~~$48 per initial fire protection system type and $5 per additional system of the same protection type~~
~~4.~~	~~Fire Alarm~~	~~$48 per initial fire protection system type and $5 per additional system of the same protection type~~
~~5.~~	~~Fire Pump~~	~~$48 per initial fire protection system type and $5 per additional system of the same protection type~~
~~6.~~	~~Emergency Generator~~	~~$48 per initial fire protection system type and $5 per additional system of the same protection type~~
~~7.~~	~~Standpipes~~	~~$48 per initial fire protection system type and $5 per additional system of the same protection type~~

~~8.~~	~~All Other Fire Protection Systems~~	~~$48 per initial fire protection system type and $5 per additional system of the same protection type~~

~~Effective 1/1/2020:~~

Effective 01/01/2021:

1.	Each Commercial Cooking Maintenance (Includes Suppression Systems and Hood Cleaning Reports)	~~$50~~ $53 per initial fire protection system type and $5 per additional system of the same protection type
2.	Each Fixed Chemical System (Fixed Chemical Systems Include All Systems Defined in the IFC and Paint Booths and Clean Rooms)	~~$50~~ $53 per initial fire protection system type and $5 per additional system of the same protection type
3.	Fire Sprinkler	~~$50~~ $53 per initial fire protection system type and $5 per additional system of the same protection type
4.	Fire Alarm	~~$50~~ $53 per initial fire protection system type and $5 per additional system of the same protection type
5.	Fire Pump	~~$50~~ $53 per initial fire protection system type and $5 per additional system of the same protection type
6.	Emergency Generator	~~$50~~ $53 per initial fire protection system type and $5 per additional system of the same protection type
7.	Standpipes	~~$50~~ $53 per initial fire protection system type

		and $5 per additional system of the same protection type
8.	All Other Fire Protection Systems	~~$50~~ $53 per initial fire protection system type and $5 per additional system of the same protection type

Effective 1/1/2022:

1.	Each Commercial Cooking Maintenance (Includes Suppression Systems and Hood Cleaning Reports)	$57 per initial fire protection system type and $6 per additional system of the same protection type
2.	Each Fixed Chemical System (Fixed Chemical Systems Include All Systems Defined in the IFC and Paint Booths and Clean Rooms)	$57 per initial fire protection system type and $6 per additional system of the same protection type
3.	Fire Sprinkler	$57 per initial fire protection system type and $6 per additional system of the same protection type
4.	Fire Alarm	$57 per initial fire protection system type and $6 per additional system of the same protection type
5.	Fire Pump	$57 per initial fire protection system type and $6 per additional system of the same protection type
6.	Emergency Generator	$57 per initial fire protection system type and $6 per additional

		system of the same protection type
7.	Standpipes	$57 per initial fire protection system type and $6 per additional system of the same protection type
8.	All Other Fire Protection Systems	$57 per initial fire protection system type and $6 per additional system of the same protection type

~~Administrative Increase of 5% 01/01/2017; ACM CPI Increase 11/23/2016; CPI Increase 12/31/2015.~~

Section 2. Savings. Those ordinances or parts of ordinances which are amended or repealed by this ordinance shall remain in full force and effect until the effective date of this ordinance.

Section 3. Severability. If any clause, sentence, paragraph, section, or part of this ordinance or the application thereof to any person or circumstance shall be adjudged by any court of competent jurisdiction to be invalid, such order or judgment shall be confined in its operation to the controversy in which it was rendered and shall not effect or invalidate the remainder of any parts thereof to any person or circumstances and to this end the provisions of each clause, sentence, paragraph, section or part of this law are hereby declared to be severable.

Section 4. Effective date. This ordinance shall become effective January 1, 2021.

Read first time:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

Read second time:

PASSED by the following vote:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

SIGNED this ______ day of _________________________, 2020.

____
Anne McEnerny-Ogle, Mayor

Attest:

____
Natasha Ramras, City Clerk

Approved as to form:

____
Jonathan Young, City Attorney

SUMMARY

ORDINANCE NO. __________

AN ORDINANCE relating to updating the fire fees in Vancouver Municipal Code (VMC) Section 16.04.208 to more accurately reflect staff time by increasing fire's fees by five percent in both 2021 and 2022 to cover administrative costs associated with administering the corresponding programs; providing for savings, severability and an effective date.

The full text of this ordinance will be mailed upon request. Contact Raelyn McJilton, Records Officer at 487-8711, or via www.cityofvancouver.us (Go to City Government and Public Records).

11/09/2020
11/16/2020

ORDINANCE NO. __________

AN ORDINANCE relating to updating the fees in Vancouver Municipal Code (VMC) Section 17.08.130 to more accurately reflect staff time by increasing fire's fees by five percent in both 2021 and 2022 to cover administrative costs associated with administering the corresponding programs; providing for savings, severability and an effective date.

WHEREAS, as reflected in SR - __________ , the Building and Fire Codes Commission and the Vancouver Fire Department have recommended certain amendments be made to Title 17 for the updating of the fees section to more accurately reflect staff time; and

WHEREAS, The City of Vancouver regulates building and fire administration with VMC Title 16 and Title 17; and

WHEREAS, Fire fees shall maintain cost recovery associated with fire and life safety inspections, fire plans review and new construction inspection functions; and

WHEREAS, A minor fee increase modification is proposed to Title 16 and 17 fee schedules in order to keep pace with program costs

WHEREAS, this ordinance is an exercise of the city of Vancouver's police and legislative authority derived from Wash. Const. art. XI, § 11 and is consistent with RCW 19.27 and WAC 51-54, and is to protect the public's health, safety and welfare; and

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF VANCOUVER:

Section 1. That portion of ordinance M-3660, as last amended by that part of section 4 of ordinance M - 4165, and codified as VMC 17.08.130, is hereby amended to read as follows:

A. *Application/Plan review fee.* When submittal of documents are required, a plan review fee shall be paid at the time of submitting the submittal documents for plan review. The fee shall be as specified in Table V.

B. *Permit fee.* A permit shall not be valid until the permit and construction documents have been approved and the fees prescribed in this section have been paid. Amendment to a permit shall not be released until the additional fee, where applicable, has been paid.

C. *Determination of valuation.* The valuation used to determine permit and plan review fees shall be generated from national statistical averages as found in "Building Standards" or similar source for the type of construction and the type of occupancy.

1. The determination of value or valuation under any of the provisions of this code shall be made by the building official and/or fire marshal.

D. Generally, fees should be adopted at a level sufficient to cover costs or a substantial portion of the costs, associated with conducting review and inspections, issuing permits, and providing services, as set by city council. Consistent with the intent of this code section, the building official and fire marshal are authorized to make adjustments to categories of fees provided such adjusted fees do not exceed those adopted by this section.

E. *January 1st of each year.* Building and fire related permit and plan review fees shall be adjusted by an amount equal to the percentage change in the Consumer Price Index for All Urban Consumers for the Seattle area as adopted by the Bureau of Labor Statistics or a replacement index applicable to the city of Vancouver, but not less than zero percent. Each such newly adjusted fee shall be rounded to the next higher whole dollar.

F. Building and Fire related permit and plan review fees shall be reviewed periodically to ensure that they accurately reflect the current cost of providing services.

G. The following tables contain all building and fire related fees:

7. Table VII. Fire Protection System Fees.

Table VII. Fire Fees

<u>Effective January 1, 2021</u>

No.	**Activity**	**Base Fee**	**Per Head or Device**

No.	Activity	Base Fee	Per Head or Device
FIRE PROTECTION SYSTEMS AND COMPONENTS			
1.	**Fire Pumps (each pump)**		
	a) Review	~~$250.00~~ $262.50	
	b) Inspection	~~$671.00~~ $704.55	
2.	**Stand Pipes (each stand pipe)**		
	a) Review	~~$93.00~~ $97.65	
	b) Inspection	~~$188.00~~ $197.40	
3.	**Underground Fire Service (each lateral)**		
	a) Review	~~$66.00~~ $69.30	
	b) Inspection	~~$188.00~~ $197.40	
4.	**Fire Sprinklers (each system)**		
	a) Review	~~$201.00~~ $211.05	~~$2.01~~ $2.11
	b) Inspection	~~$201.00~~ $211.05	~~$3.33~~ $3.50
B.	**Fire Sprinkler Tenant Improvements:**		
	Category 1: Affidavit 1 to 10 heads:		
	(Limited to arm-overs and drops with a head		

No.	Activity	Base Fee	Per Head or Device
	location diagram for inspection reference)		
	a) Review		
	b) Inspection	~~$66.00~~ $69.30	
	Category 2: Affidavit 11 to 20 heads:		
	(Limited to arm-overs and drops in a light hazard occupancy with a head location diagram for inspection reference)		
	a) Review		
	b) Inspection	~~$135.00~~ $141.75	
	Category 3: Fire sprinkler system alterations that involve only changing heads of the same performance characteristics and minor adjustments to drop lengths:		
	a) Review		
	b) Inspections	~~$135.00~~ $141.75	~~$2.01~~ $2.11
	Category 4: Fire sprinkler system alterations or additions that don't fall under Category 1, 2, or 3:		
	(With full plans)		
	a) Review	~~$66.00~~ $69.30	~~$0.65~~ $0.68

No.	Activity	Base Fee	Per Head or Device
	b) Inspections	~~$135.00~~ <u>$141.75</u>	~~$2.01~~ <u>$2.11</u>
C.	**Dry Pipe, Antifreeze, Pre-Action (each in addition to fire sprinkler system)**		
	a) Review	~~$93.00~~ <u>$97.65</u>	
	b) Inspection	~~$188.00~~ <u>$197.40</u>	
5.	**Clean Agent System (CO2, FM-200, Inergen, etc.)**		
	a) Review	~~$335.00~~ <u>~~$351.75~~</u>	
	b) Inspection	~~$470.00~~ <u>$493.50</u>	
6.	**Commercial Cooking Hood and Duct Protection (per new system)**		
	a) Review	~~$241.00~~ <u>$253.05</u>	
	b) Inspection	~~$162.00~~ <u>$170.10</u>	
	Commercial Cooking Hood and Duct Protection Minor Revisions		
	(Permit not required if modification is limited to normal maintenance, replacing or reconfiguring		

No.	Activity	Base Fee	Per Head or Device
	heads and no increase in flow points used.) Applicant to notify fire marshal's office of location and extent of work.		
	a) Review		
	b) Inspection		
7.	**Fire Alarm Systems - Minor (additions, no new panel, up to 10 devices)**		
	Category 1: Affidavit 1 - 4 devices (limited to spot smoke or heat detectors, horn/strobes, strobes, horns, mini-horns, manual pull stations or one communication device)		
	a) Review	No Review Fees for Fire Alarms Minor per Ordinance	
	b) Inspections	~~$117.00~~ $122.85	
	Category 2: Modifications of up to 10 devices not qualifying for affidavit (e.g., additions, no new panel)		
	a) Review	~~$66.00~~ $69.30	~~$2.68~~ $2.81
	b) Inspections	~~$135.00~~ $141.75	~~$6.73~~ $7.07
8.	**Fire Alarm Systems - Major (new panel or 11+ devices, central station)**		
	a) Review	~~$201.00~~ $211.05	~~$2.68~~ $2.81

No.	Activity	Base Fee	Per Head or Device
	b) Inspection	~~$201.00~~ $211.05	~~$6.73~~ $7.07
OTHER PERMITS			
9.	**Underground Tank Demolition (each tank)**		
	a) Review		
	b) Inspection	~~$23.00~~ $24.15	
10.	**Smoke Control Systems (up to 3 shafts)**		Each add'l shaft
	a) Review	~~$403.00~~ $423.15	~~$135.00~~ $141.75
	b) Inspections	~~$804.00~~ $844.20	~~$268.00~~ $281.40
	Other Smoke Control (atriums, malls, others)		
	a) Review	~~$403.00~~ $423.15	~~$135.00~~ $141.75
	b) Inspections	~~$804.00~~ $844.20	~~$268.00~~ $281.40
TRIP FEES1			
11.	**Trip Fee Assessment**	~~$50.00~~ $52.50	

Effective January 1, 2022

No.	Activity	Base Fee	Per Head or Device
FIRE PROTECTION SYSTEMS AND COMPONENTS			
1.	**Fire Pumps (each pump)**		
	a) Review	~~$262.50~~ $275.63	
	b) Inspection	~~$704.55~~ $739.78	
2.	**Stand Pipes (each stand pipe)**		
	a) Review	~~$97.65~~ $102.53	
	b) Inspection	~~$197.40~~ $207.27	
3.	**Underground Fire Service (each lateral)**		
	a) Review	~~$69.30~~ $72.77	
	b) Inspection	~~$197.40~~ $207.27	
4.	**Fire Sprinklers (each system)**		
	a) Review	~~$211.05~~ $221.60	~~$2.11~~ $2.22
	b) Inspection	~~$211.05~~ $221.60	~~$3.50~~ $3.68
B.	**Fire Sprinkler Tenant Improvements:**		
	Category 1: Affidavit 1 to 10 heads:		

No.	Activity	Base Fee	Per Head or Device
	(Limited to arm-overs and drops with a head location diagram for inspection reference)		
	a) Review		
	b) Inspection	~~$69.30~~ $72.77	
	Category 2: Affidavit 11 to 20 heads:		
	(Limited to arm-overs and drops in a light hazard occupancy with a head location diagram for inspection reference)		
	a) Review		
	b) Inspection	~~$141.75~~ $148.84	
	Category 3: Fire sprinkler system alterations that involve only changing heads of the same performance characteristics and minor adjustments to drop lengths:		
	a) Review		
	b) Inspections	~~$141.75~~ $148.84	~~$2.11~~ $2.22
	Category 4: Fire sprinkler system alterations or additions that don't fall under Category 1, 2, or 3:		
	(With full plans)		

No.	Activity	Base Fee	Per Head or Device
	a) Review	~~$69.30~~ $72.77	~~$0.68~~ $0.71
	b) Inspections	~~$141.75~~ $148.84	~~$2.11~~ $2.22
C.	**Dry Pipe, Antifreeze, Pre-Action (each in addition to fire sprinkler system)**		
	a) Review	~~$97.65~~ $102.53	
	b) Inspection	~~$197.40~~ $207.27	
5.	**Clean Agent System (CO2, FM-200, Inergen, etc.)**		
	a) Review	~~$351.75~~ $369.34	
	b) Inspection	~~$493.50~~ $518.18	
6.	**Commercial Cooking Hood and Duct Protection (per new system)**		
	a) Review	~~$253.05~~ $265.70	
	b) Inspection	~~$170.10~~ $178.61	
	Commercial Cooking Hood and Duct Protection Minor Revisions		

No.	Activity	Base Fee	Per Head or Device
	(Permit not required if modification is limited to normal maintenance, replacing or reconfiguring heads and no increase in flow points used.) Applicant to notify fire marshal's office of location and extent of work.		
	a) Review		
	b) Inspection		
7.	**Fire Alarm Systems - Minor (additions, no new panel, up to 10 devices)**		
	Category 1: Affidavit 1 - 4 devices (limited to spot smoke or heat detectors, horn/strobes, strobes, horns, mini-horns, manual pull stations or one communication device)		
	a) Review	No Review Fees for Fire Alarms Minor per Ordinance	
	b) Inspections	~~$122.85~~ $128.99	
	Category 2: Modifications of up to 10 devices not qualifying for affidavit (e.g., additions, no new panel)		
	a) Review	~~$69.30~~ $72.77	~~$2.81~~ $2.95
	b) Inspections	~~$141.75~~ $148.84	~~$7.07~~ $7.42
8.	**Fire Alarm Systems - Major (new panel or 11+ devices, central station)**		
	a) Review	~~$211.05~~	~~$2.81~~ $2.95

No.	Activity	Base Fee	Per Head or Device
		$221.60	
	b) Inspection	~~$211.05~~ $221.60	~~$7.07~~ $7.42
OTHER PERMITS			
9.	**Underground Tank Demolition (each tank)**		
	a) Review		
	b) Inspection	~~$24.15~~ $25.36	
10.	**Smoke Control Systems (up to 3 shafts)**		Each add'l shaft
	a) Review	~~$423.15~~ $444.31	~~$141.75~~ $148.84
	b) Inspections	~~$844.20~~ $886.41	~~$281.40~~ $295.47
	Other Smoke Control (atriums, malls, others)		
	a) Review	~~$423.15~~ $444.31	~~$141.75~~ $148.84
	b) Inspections	~~$844.20~~ $886.41	~~$281.40~~ $295.47
TRIP FEES1			
11.	**Trip Fee Assessment**	~~$52.50~~ $55.13	

Section 2. Savings. Those ordinances or parts of ordinances which are amended or repealed by this ordinance shall remain in full force and effect until the effective date of this ordinance.

Section 3. Severability. If any clause, sentence, paragraph, section, or part of this ordinance or the application thereof to any person or circumstance shall be adjudged by any court of competent jurisdiction to be invalid, such order or judgment shall be confined in its operation to the controversy in which it was rendered and shall not effect or invalidate the remainder of any parts thereof to any person or circumstances and to this end the provisions of each clause, sentence, paragraph, section or part of this law are hereby declared to be severable.

Section 4. Effective date. This ordinance shall become effective January 1, 2021.

Read first time:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

Read second time:

PASSED by the following vote:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

SIGNED this ______ day of _________________________, 2020.

Anne McEnerny-Ogle, Mayor

Attest:

Approved as to form:

Natasha Ramras, City Clerk

Jonathan Young, City Attorney

SUMMARY

ORDINANCE NO. __________

AN ORDINANCE relating to updating the fees in Vancouver Municipal Code (VMC) Section 17.08.130 to more accurately reflect staff time by increasing fire's fees by five percent in both 2021 and 2022 to cover administrative costs associated with administering the corresponding programs; providing for savings, severability and an effective date.

The full text of this ordinance will be mailed upon request. Contact Raelyn McJilton, Records Officer at 487-8711, or via www.cityofvancouver.us (Go to City Government and Public Records).

Staff Report 164-20

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 11/16/2020

SUBJECT Amend VMC 20.915 and the Park Impact Fee (PIF) Technical Document

Key Points

- Quality parks and open spaces are an essential element for a community's quality of life and economic stability.
- The most recent PIF rate update was implemented in 2004, and stagnant PIF rates have created a continual and perceptible decline in the park system level of service.
- At current standard an additional 87 acres of parks and approximately $47 million in revenue would be needed to serve the anticipated growth over the next ten years.
- The proposed rate update is based on the revenue needed to serve future growth at adopted standard, not to remedy existing deficits.
- Based on past construction activity the proposed fee increase will generate an estimated $1.6 million in new revenue in the 2021-2022 biennium to support Parks capital projects.
- In a comparison of impact fee and system development charges for new construction for local jurisdictions, the City of Vancouver rates are significantly lower.
- The proposed change simplifies the formula for calculating Parks Impact Fees.
- The proposal increases the per unit fee by 25% in 2021 and by an additional 25% in 2022 – consistent with the PIF Technical Document's proposed six-year phased rate increase schedule.
- Proposed amendments were vetted with the Building Industry Association of Clark County, the Clark County Association of Realtors, individual local residential and commercial builders/investors, bankers, representatives of the school districts, Vancouver Transportation staff, and the general public through the multiple outreach efforts associated with Parks and Recreation Advisory Commission (PRAC), Planning Commission, Stronger Vancouver, and

Council review. Most of this outreach occurred in 2019.

- A SEPA review for non-project action was completed and duly published with no public comments submitted during the comment period.

Strategic Plan Alignment

Goal 4: Ensure that Vancouver's parks and trails system is the highest quality and most complete in the region.

As our community continues to grow in population and diversity, a dynamic funding source is essential to support quality parks and open space to foster economic stability social and physical health, and overall quality of life.

Present Situation

Quality parks and open spaces are well recognized as an essential element for a community to realize economic stability and social and physical health. Future population growth is inevitable, and many of the policies in the City Comprehensive Plan aim to increase residential density in order to maximize efficient investment and use of the necessary infrastructure, including the green infrastructure of parks and open spaces.

The City of Vancouver implemented impact fees for transportation, schools and parks and open spaces in 1995 to meet the demands of future growth. As required by state regulations, PIF rates are calculated using a specified formula to determine the cost of public facilities at adopted standards to serve future growth. The current PIF program is structured to support acquisition and development costs for Neighborhood Parks, Community Parks and Urban Natural Areas. The formula also includes an adjustment for other taxes and fees paid by new development that contribute to park system improvements supported through PIF.

Current PIF rates vary slightly by park district due to the variations in land values across the city. Single and multi-family rates are calculated separately based upon the state statistical average for the number of residents per unit to reflect the proportionate impact, or use, of park facilities per person. This approach correlates to the park standard of providing 6 acres of park (5 acres) and open space (1 acre) per 1,000 residents.

The most recent rate update was implemented now sixteen years ago (2004), while transportation and school impact fees and other infrastructure costs are regularly updated to better represent actual costs to provide public services and infrastructure. Since 2004 there have been dramatic swings in the economy which continue to broaden the gap between current rates and the actual costs of providing parks and natural areas to serve our future residents.

Stagnant PIF rates have created a continual and perceptible decline in the park system level of service for our growing community. The City park inventory satisfies only 60% of our adopted local standard (5 acres of park land per thousand residents), 30% of the national standard (10 acres per thousand), and 41% of the median for jurisdictions with a comparable population (7.4 acres per thousand). A total of 21% of our park acres included in that percentage have yet to be developed, leaving an even larger percentage of residents without outdoor recreation opportunities within reasonable proximity of their homes. Most concerning is the growing inequity for available parks and open space in lower income areas as well as large sections on the east side that are notably unserved.

For the PIF program to serve future residents, PIF rates must reflect current costs and ongoing market fluctuations as much as possible. Park Impact Fees are the only committed funding source in the City financing system to support the 17,300 new residents anticipated over the next 10 years. The proposed rate update is based on the revenue needed to serve future growth, estimated at 17,300 residents over the next 10 years, consistent with the adopted standard, not to remedy existing deficits.

The biennium budget includes revitalization of existing parks which are, in part, aimed at correcting park deficits and delayed capital repairs for existing residents rather than future park needs. That said, continuing infill and higher residential density demands an increased user capacity at existing facilities to serve some percentage of future growth as well. This would include such things as replacing soft surface walking paths with asphalt or concrete, adding play equipment that serves a broader spectrum of age groups and accessibility, adding more picnic shelters throughout the city, more sites with restrooms and sports courts, etc. Likewise, development of existing ownerships such as Rose Village and Raymond E. Shaffer have remained undeveloped due to lack of funding but will serve both existing and future residents when developed, as will proposed new acquisitions in District B and C.

Proposal Summary

PIF Rates

Current PIF rates average $2,255 for single family and $1,648 for multi-family units, which support approximately 34% of the adopted standard based on estimated acquisition and development costs.

The attached ordinance implements the first two-year increases of the gradual six-year phased implementation fee increase as proposed in the PIF Technical document and discussed with Council in the context of a Stronger Vancouver conversation. The calculation of the fees is proposed to be simplified, establishing per single family unit and per multi-family unit fees, same for all three parks PIF districts of Vancouver.

To soften any potential impact to the building community, gradual six-year phased implementation fee increase with fee indexing initiated in year seven is proposed per Council direction. The phased implementation schedule is shown below as described in the PIF Technical Document. The specific rates as well as the average current PIF rates are outlined in the table below.

Year	Park District	% Increase	SF	MF
2004-Dec. 1, 2020	A, B, C		2,255 (Avg)	1,648 (Avg)
January 1, 2021	A, B, C	25% Increase	$2,819	$2,060
January 1, 2022	A, B, C	25% Increase	$3,523	$2,575

This proposal eases the adjustment for local home builders and lessens the impact to new housing units as well as any secondary impacts to existing housing stock. The rate adjustment will improve the level-of-service for future neighborhoods, although at a level below standard.

Proposed revisions to the PIF program includes authorization for automatic annual fee indexing between major few reviews based upon the Consumer Price Index (CPI-W) (Seattle-Tacoma-Bellevue) to align the rate schedule with market fluctuations. Gradual market adjustments to the fee structure on an annual basis help to avoid significant rate adjustments in the future.

Every three to four years a detailed fee analysis will be completed for review by City Council to consider benchmark adjustments to PIF rates that may not be captured through the proposed indexing. Review of the fee analysis will include consideration of accomplishments in site acquisition and development to meet anticipated growth and concurrency compliance since the last fee analysis.

Advantage(s)

1. Helps the City of Vancouver realize the community, health and economic benefits of an improved park system.
2. New development will more closely support the proportionate cost of the added demands of new development and relieve the historical dependence on the general fund.
3. Regular Council review will allow for occasional benchmark adjustments that are not captured through annual indexing.
4. The slow phased implementation schedule softens the impact of fee increases on the building industry and housing market.
5. Annual fee indexing will help void significant rate adjustments in the future.

Disadvantage(s)

Some potential rent/cost impact to new housing stock developed under the new rates.

Budget Impact

An estimated $1.6m in added revenue will be generated to support Parks capital biennium projects. The 2021-2022 Biennial Capital Budget includes the Shaffer project that is solely funded by the increase in the PIF revenues from the current proposal.

Prior Council Review

- Council reviewed proposed amendments to the park impact fee rates in the January 13th, January 27th and March 9 Stronger Vancouver work sessions.

- 2021-2022 Biennial Budget Council Workshop – Utility Rates, CIP & Parks Capital, and Transportation on October 26, 2020
- 2021-2022 Biennial Budget Council Workshop – Budget Packet on November 2, 2020

Action Requested

On Monday, November 16, 2020, subject to second reading and public hearing, approve the ordinance.

Julie Hannon, Parks and Recreation Director, 360-487-8309

ATTACHMENTS:

- Ordinance
- PIF Technical Document

ORDINANCE NO. __________

AN ORDINANCE relating to park impact fee adjustments; amending Vancouver Municipal Code Sections 20.915.050 and 20.915.100; changing the method and timing of fee adjustments; and providing for an effective date.

WHEREAS, quality parks and open spaces are an essential element for a community's quality of life; and

WHEREAS, the most recent Park Impact Fee (PIF) rate update was implemented in 2004, and stagnant PIF rates have created a continual and perceptible decline in the park system level of service; and

WHEREAS, at current standards, an additional 87 acres of parks and approximately $47 million in revenue would be needed to serve the anticipated growth over the next ten years; and,

WHEREAS, the rate updates provided for are necessary as noted in the PIF Technical Document contained in the record now before Council; and

WHEREAS, based on new construction activity the proposed increase will generate an estimated $1.6 million in new revenue in the 2021-22 biennium to support Parks capital projects; and

WHEREAS, the City of Vancouver PIF rates are lower than other jurisdictions; and

WHEREAS, current building activity remains robust despite current pandemic limitations and financial conditions for many residents; and

WHEREAS, additional parks help the City of Vancouver realize the community, health, and economic benefits of an improved park system; and

WHEREAS, new development should more closely support the proportionate cost of the added demands of such development and relieve the historical dependence on the General Funds.

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF VANCOUVER:

Section 1. Findings.

1. The City Council of the City of Vancouver finds that the Technical Document contained in the record herein accurately reflects the City's parks needs and the impact new development has on such needs.
2. The City Council finds that the new Park Impact Fees provided for in this ordinance are reasonably necessary as a direct result of the impacts such development causes.

Section 2. Technical Document Incorporation by Reference.

The Technical Document contained in the record herein is incorporated into this ordinance by reference.

Section 3. Amendment of Vancouver Municipal Code Section 20.915.050.

Vancouver Municipal Code Section 20.915.050 as adopted by Ordinance M-3643 and last amended by Ordinance M-4181 is hereby amended as follows:

20.915.050 Park Impact Fee

A. *Formula*. The impact fee component for Parks shall be calculated using the following formula:

PIF = F x U

1. "PIF" means the parks impact component of the total development impact fee.

2. "F" means the parks impact fee rate per unit of housing, either single-family or multi-family residential, as applicable, for each service area. Such rate shall be established in the Parks Impact Fee Program Technical Document, incorporated herein by this reference, for each service area by estimating the cost of anticipated growth-related parks projects. Between major program updates, the calculated per unit fee will be adjusted annually to account for inflation using the Seattle-Bellevue-Tacoma CPI-U Index, as reported by the Bureau of Labor Statistics, and as outlined in the Parks Impact Fee Program Technical Document.

3. "U" means the number of units, either single-family or multi-family, whichever is applicable, consistent with a proposed development.

~~A. Formula for park and natural areas. The impact fee component for parks and natural areas shall be calculated using the following formula as further defined in the Park Impact Fee Technical Document adopted by the city council in the impact fee revision process pursuant to VMC 20.915.100(B):~~

$$\text{PIF} = (\text{Acquisition Cost} + \text{Development Cost}) \times \text{Cost Adjustment Factor}$$

$$\text{PIF} = \left[\left[\frac{(Ca \times Ia \times Sa)}{P} + \frac{(Cd \times Id \times Sd)}{P} \right] \times U \right] \times A$$

~~1. "PIF" means the park and natural areas component of the total development impact fee.~~

~~2. a. "Ca" means the average cost per acre for land acquisition for each service area as described in the Vancouver Comprehensive Parks Recreation and Natural Areas Plan and Park Impact Fee Technical Document for neighborhood parks, community parks and urban natural areas and adopted by the city council in the impact fee revision process pursuant to VMC 20.915.100(B).~~

~~b. “Cd” means the average cost per acre for site development. Development cost shall be calculated assuming development standards described in the Vancouver Comprehensive Parks Recreation and Natural Areas Plan for neighborhood and community parks, and adopted by the city council in the impact fee revision process pursuant to VMC 20.915.100(B).~~

~~3. a. “Ia” means the percentage annual inflation/deflation adjustment index applicable to the acquisition component, as outlined in the Park Impact Program Technical Document and annually determined by the city council in the impact fee revision process pursuant to VMC 20.915.100(B).~~

~~b. “Id” means the percentage annual inflation/deflation adjustment index applicable to the development component as outlined in the Park Impact Fee Technical Document and annually determined by the city council in the impact fee revision process pursuant to VMC 20.915.100(B).~~

~~4. a. “Sa” means the parks acquisition standard in acres per thousand residents for neighborhood parks, community parks and urban natural areas as established in the Vancouver Comprehensive Parks Recreation and Natural Areas Plan.~~

~~b. “Sd” means the parks development standard in acres per 1,000 residents for neighborhood and community parks as established in the Vancouver Comprehensive Parks Recreation and Natural Areas Plan.~~

~~5. “P” means 1,000.~~

~~6. “U” means the average number of occupants per single-family/duplex dwelling unit or per other multifamily dwelling unit, based on the most current applicable statistical census data (US Census Bureau or Washington State Office of Financial Management census data for persons per dwelling unit), and as adopted by the city council in the impact fee revision process pursuant to VMC 20.915.100(B).~~

~~7. “A” means an adjustment to the cost of park facilities for past or future payments made or reasonably anticipated to be made by new development to pay for park system improvements in the form of user fees, debt service payments, or other payments earmarked for or proratable to park system improvements as outlined in the Park Impact Fee Technical Document.~~

B. ~~Community and Economic Development shall maintain a schedule of current~~ <u>Current</u> park impact fee rates <u>shall be as set forth in Table 915.050-1</u>.

Table 20.915.050-1

Year	Park District	Single Family (SF)	Multi-Family (MF)
January 1, 2021	A, B, C	$2,819	$2,060
January 1, 2022	A, B, C	$3,523	$2,575

C. At least one copy of the Park Impact Fee Technical Document adopted by the city council including the current park impact fee schedule as calculated thereunder, shall be filed in the office of the City Clerk for use and examination by the public.

Section 4. Amendment of Vancouver Municipal Code Section 20.915.100.

Vancouver Municipal Code Section 20.915.100 as adopted by Ordinance M-3643 and last amended by Ordinance M-4181 is hereby amended as follows:

20.915.100 Other Provisions

A. *Process for revision of traffic impact fees.* Traffic impact fee rates shall be adjusted periodically to reflect changes in costs of land acquisition and construction, facility plan projects and anticipated growth. Traffic Impact Fee Program Technical Document may contain provision for automatic revision of traffic impact fee rate no more than once annually to reflect the change in a generally recognized and applicable inflation/deflation index.

B. Park impact fee rates may be revised. Rates may be revised using the following process:

1. The adopted Park Impact Fee Technical Document may be revised periodically by the City Council when financial analysis establishes that there is a need for a major program update~~.~~, but no less than every three years to evaluate the status of the rate of collection and the projected need to serve future residents. Such adjustments shall only become effective upon adoption by the City Council.

~~2. Between major program updates, the calculated park impact fee will be adjusted annually to account for inflation/deflation using the indexing methodology described in the adopted Park Impact Fee Technical Document. Such adjustments shall only become effective upon adoption by the City Council.~~

C. *Process for revision of school impact fees.* School impact fee rates shall be adjusted periodically to reflect changes in costs of land acquisition and construction, facility plan projects and anticipated growth. Such adjustments shall only become effective upon adoption by the City Council of a modification to the Capital Facilities Plan.

D. *Operation of impact fee fund.* The City has created and established a special purpose, nonlapse impact fee fund. The City Finance Director shall establish separate accounts within such fund and maintain records for each such account whereby impact fees collected can be segregated by type of facility and by service area:

1. *Collected interest.* All interest shall be retained in the account and expended for the intended purposes that the impact fees were imposed.

2. *Impact fee fund annual report.* By April of each year, the Finance Director shall provide a report for the previous calendar year on each impact fee account showing the source and amount of moneys collected, earned or received and system improvements that were financed in whole or in part by impact fees.

E. *Inter-local agreements and fees.* The City of Vancouver may enter into an inter-local agreement with Clark County to establish a coordinated program for the imposition, collection, administration and expenditure of traffic and park impact fees.

F. *School impact fees.* School impact fees shall not be collected on behalf of any school district until such district enters into an inter-local agreement with City of Vancouver providing for submittal of capital facilities plans, fund administration, report of expenditure, allocation of risk, and other appropriate matters. Where Clark County adopts a substantially similar school impact fee for a district whose boundaries include portions of the City of Vancouver, such an inter-local agreement may include the County. The inter-local agreement may include a fee to cover the City's cost of administering the School Impact Fee Program.

G. *Imposition of impact fees for costs previously incurred.* The Review Authority may impose an impact fee for system improvements costs previously incurred by the City of Vancouver to the extent that new growth and development will be served by the previously constructed improvements, provided such fee shall not be imposed to make up for any system improvement deficiencies.

H. *Expenditures for system improvements with impact fees.* Impact fees for system improvements shall be expended only in conformance with the capital facilities plan. Impact fees shall be expended or encumbered for a permissible use within ten years of receipt, unless an extraordinary and compelling reason exists for fees to be held longer than ten years. Such extraordinary or compelling reasons shall be identified in written findings by the City Council.

I. *Refunds for the current owner.* The current owner of property on which an impact fee has been paid may receive a refund of such fee if the City fails to expend or encumber the impact fees within ten years of when the fees were paid, or such other period of time established pursuant to this subsection, on public facilities intended to benefit the development activity for which the impact fees were paid. In determining whether impact fees have been encumbered, impact fees shall be considered encumbered on a first-in, first-out basis. The current owner likewise may receive a proportionate refund where the public funding of applicable service area projects by the end of such ten-year period has been insufficient to satisfy the ratio of public-to-private funding for such service area as established in the capital facilities plan. The City shall notify potential claimants by first-class mail deposited with the United States Postal Service at the last known address of claimants.

1. *Refund time period.* The request for refund money must be submitted to the Vancouver City Council in writing within one year of the date the right to claim the refund arises or the date the notice is given, whichever is later. Any impact fees that are not expended within these time limitations, and for which no application for refund has been made within this one year period, shall be retained and expended on the indicated capital facilities. Refunds of impact fees under this subsection shall include interest earned on the impact fees.

2. *Criteria for a refund with interest.* A developer may request and shall receive a refund, including interest earned on the impact fees, when the building permit for which the impact fee has been paid has lapsed for non-commencement of construction. A partial refund shall be provided where the project for which a building permit has been issued has been altered resulting in a decrease in the amount of the impact fee due.

J. *Impact fees as additional and supplemental requirements.* The impact fee is additional and supplemental to, and not in substitution of, any other requirements imposed by the City on the development of land or the issuance of building permits. This is provided that any other such City development regulation which would require the developer to undertake dedication or construction of a facility contained within the City Capital Facility Plan shall be imposed only if the developer is given a credit against impact fees as provided for in Section 20.915.090 VMC.

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Section 5. Effective Date. This ordinance shall go into effect on January 1, 2021.

Read first time:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

Read second time:

PASSED by the following vote:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

SIGNED this ________ day of ____________________, 2020.

____
Anne McEnerny-Ogle, Mayor

Attest:

Approved as to form:

____
Natasha Ramras, City Clerk

____
Jonathan Young, City Attorney

SUMMARY

ORDINANCE NO. ________

An Ordinance relating to park impact fee adjustments; amending Vancouver Municipal Code Sections 20.915.050 and 20.915.100; changing the method and timing of fee adjustments; and providing for an effective date.

The full text of this ordinance will be mailed upon request. Contact Raelyn McJilton, Records Officer at (360) 487-8799, or via www.cityofvancouver.us (Go to City Government and Public Records).

City of Vancouver, Washington

PARK IMPACT FEE TECHNICAL DOCUMENT

November ~~2016~~2020

INTRODUCTION & PURPOSE

State statute ~~(~~RCW 82.02.050~~)~~ authorizes qualified Washington counties and cities to collect impact fees to "ensure that adequate facilities are available to serve new growth and development." The statute requires that impact fees are reasonably related to~~,~~ and reasonably benefit new development, must provide a balance between impact fees and other sources of public funds, and cannot rely solely on impact fees for the cost~~s~~ of system improvements to serve new growth.

Impact fees are to be based on established standards, procedures and criteria. Public facilities or system improvements on which impact fees may be spent are limited to 1) parks, open space and recreation facilities, 2) roads, 3) schools, and 4) fire protection facilities. These facilities must be part of a capital facilities plan that is a component of an adopted comprehensive land use plan. Impact fees must be encumbered or expended within ten years of collection, or refunded.

The Park Impact Fee Technical Document provides the framework and details of the Park Impact Fee (PIF) program and is designed to serve as a vehicle to streamline rate updates and program changes at the direction of the elected officials of the City of Vancouver.

The PIF Technical Document details the numeric formula factors used in the fee calculation, delineates ~~a map of the~~ applicable service districts, and defines the fee rate schedule by park district and residential structure type. In addition, the document outlines a methodology for ~~future~~ implementation of annual park impact fee indexing in order to keep pace with fluctuations in the economic market and more accurately reflect current acquisition and development costs. ~~To date, fee indexing updates have not been implemented, but at the direction of the City Council rate change proposals can be brought forward for consideration. Future proposals would provide an updated analysis for inflation or deflation adjustments, identify any revised data sources or values for formula factors, and include a proposed fee rate schedule.~~

The 2019 amendments to the PIF Technical Document reflect the addition of Park Overlay Service Areas to provide the option to use funds outside city limits under limited circumstances, and 2020 amendments outline the results of a complete cost analysis to serve future growth at adopted standards, updates formula factor values and a revised rate schedule.

BACKGROUND

On August 7, 1995 the City of Vancouver implemented the collection of impact fees for parks, roads and schools. More specifically, the Park Impact Fee program was structured to support urban park system improvements, including the acquisition and development of neighborhood and community parks and urban open space at adopted standards. In 1997, the City of Vancouver and Clark County entered into an Interlocal Agreement for the consolidation and management of a county wide park system and administration of the Park Impact Fee Program. Minor amendments to the program occurred over the years that followed, with the most recent City of Vancouver PIF update going into effect on June 3, 2004, ~~fifteen~~ sixteen years prior to the 20~~19~~20 fee amendments.

In 2009, references to the fee schedule, service area maps and numeric calculation factors were removed from the 2007 Vancouver-Clark Parks and Recreation Comprehensive Parks, Recreation and

Open Space Plan (Parks Plan) and the Vancouver Municipal Code with the adoption of the first Park Impact Fee Technical Document. The purpose~~s~~ of the PIF Technical Document was~~were~~ to streamline future updates outside of the Comprehensive Plan amendment process, define a methodology for future implementation of fee indexing, and improve consistency between city and county administrative codes as they related to the application and management of the joint park impact fee program in effect at that time.

Park Impact Fees are calculated using acquisition and development cost components. Historically, revenues received from park impact fees were held in separate acquisition and development accounts for each of the park districts. Although this was ~~is~~ not required by either state law or city code, their use was restricted by city policy to either acquisition or development depending on which account the revenue was drawn from until the accounts were merged retroactively in 2016.

The Interlocal Agreement for joint administration of the Park System and Park Impact Fee Program between the City of Vancouver and Clark County was terminated with a *Wind-Up Agreement* adopted by both jurisdictions. Effective January 1, 2014, the city and county began the administration of independent park impact fee programs. Termination of the interlocal agreement initiated multiple amendments to this document in 2016 to improve flexibility in management of the program, and assure compliance with ~~the~~ state statutes regarding concurrency and use of impact fees.

2016 PIF Technical Document amendments included:

- Applicability to only the area within ~~the~~ Vancouver city limits,
- Realignment of the original ten (10) park impact fee service area districts to three (3) service area districts,
- Fee schedule revised to reflect an average of the then existing 2004 schedule based on the districts located within the realigned Districts A, B, and C, ***(Figure 2~~1~~)***,
- Clarification that revenues collected within each park impact fee service area, including acquisition and development components, are to be managed as a single account for expenditures and concurrency, and
- Reformatting, clarifications, and correction of scrivener's errors.

(Approved by Resolution M-3910 and Ordinance M-4181)

2019-2020 PIF Technical Document amendments include:

- Establishing Park Overlay Service Areas to clarify the use of PIF outside city limits
- Reformatting, updating program history, clarifications, and corrections.
- Annual automatic rate updates using indexing,
- Irrigation and themed play structures added to Level 2 development standards for cost estimates,
- Results of a detailed land and development cost analysis for system improvements,
- Updated formula factors values,
- Revised fee rates and phased implementation schedule

- Adjustments to the PIF formula for indexing, and
- Reformatting, updating the program history, clarifications, and corrections.

PARK IMPACT FEE FACTORS

The formula used to compute park impact fee rates is based on four primary factors: 1) acquisition costs, 2) development costs, 3) adopted park standards, and 4) a cost adjustment factor as required by state law.

1. **Acquisition cost** is the unique cost of land acquisition in each of the established park districts.

2. **Development cost** is the average cost of park development over all park districts within the City of Vancouver.

3. **Adopted park standards** are those adopted by the City of Vancouver Comprehensive Parks, Recreation and Natural Areas Plan for Neighborhood and Community Parks and Urban Natural Areas (also referred to as Urban Open Space). These standards are population based and represent the acres of land needed to serve one thousand residents for each of the respective park types.

4. **Adjustment factor** is based on state statute that requires an "adjustment to the cost of public facilities for past or future payments made or reasonably anticipated to be made by new development...".

State ~~statute~~law requires that park facilities on which impact fees may be spent must be part of a capital facilities plan that is a component of an adopted comprehensive land use plan.
The Vancouver Municipal Code *(VMC 20.915.100)* anticipates that impact fee rates may be reviewed by City Council when financial analysis establishes that there is a need for a major program update, but no less than every three years to evaluate the status of the rate collection and the projected need to serve future residents. ~~will be revised periodically when financial analysis establishes that there is a need for a major program update~~ Such adjustments shall only become effective upon adoption by City Council.

Between major program updates park impact fee rates may be adjusted automatically, no more than once annually ~~, or adjusted annually~~ to account for inflation/deflation using ~~an~~ the indexing methodology contained in this document in order to keep fees in pace with market changes in land values, construction material and labor costs as much as possible. ~~All fee adjustments are to be described in a Technical Document to be reviewed and adopted by the Vancouver City Council.~~

Park Impact Fee Formula

$$\textbf{PIF} = \left(\text{Acquisition Cost} + \text{Development Cost} \right) \times \text{Cost Adjustment Factor}$$

$$\textbf{PIF} = \left[\left[\left[\frac{(Ca \times Sa)}{P} \right] \times Ia \right] + \left[\left[\frac{(Cd \times Sd)}{P} \right] \times Id \right] \times U \right] \times A$$

Figure 1 – Park Impact Fee Formula

$$\cancel{\textbf{PIF} = \left(\text{Acquisition Cost} + \text{Development Cost} \right) - \text{Cost Adjustment Factor}}$$

$$\cancel{\textbf{PIF} = \left(\left(\frac{(Ca \times Ia \times Sa)}{P} \right) + \left(\frac{(Cd \times Id \times Sd)}{P} \right) \right) \times U \times A}$$

"PIF" represents the total cost of the impact fee per single family/duplex, or multi-family ~~residence~~residential unit.

Acquisition Cost

"Ca" represents the average cost per acre for land appraisal, land acquisition, associated due diligence fees and expenses, closing costs and Level 1 Development for each service area as described in the Parks Plan for Neighborhood Parks, Community Parks and Urban Natural Areas, and adopted by City Council in the impact fee revision process pursuant to VMC 20.915.100.B.

"Ia" represents the percentage annual inflation/deflation adjustment index applicable to the acquisition component, as outlined in the Park Impact Fee Program Technical Document and ~~annually determined by City Council in the impact fee revision process~~ pursuant to VMC 20.915.100.B.

"Sa" represents the parks acquisition standard in acres per one thousand residents for Neighborhood Parks, Community Parks and Urban Natural Areas as established in the City of

Vancouver Comprehensive Parks, Recreation and Natural Areas Plan (Parks Plan). The current (2014) acquisition standard per the Parks Plan is 6 acres per thousand residents. This standard is designed to include a combined 5 acres ~~/~~ per 1,000 residents for Neighborhood and Community Parks and one acre per thousand for Urban Natural Areas. Within the combined standard, the preferred distribution is two acres for Neighborhood Parks and three acres for Community Parks. However, the combined standard allows for modifications where existing and proposed development limits the availability of parcels large enough to accommodate the preferred standard-size for Community Parks.

"P" represents one thousand (1,000) residents.

Development Cost~~:~~

"Cd" represents the average cost per acre for site development. Development costs shall be calculated assuming development standards described in the Parks Plan for Neighborhood and Community Parks~~, and the Vancouver City Council in the impact fee revision process pursuant to VMC 20.915.100.B~~. The 2019 development cost includes changes in the Level-2 development standard to install irrigation at all neighborhood and community parks as well as incorporate more themed play structures where feasible to create a variety of recreational experience options and neighborhood identity throughout the city.

"Id" represents the percentage annual inflation/deflation adjustment index applicable to the development component as outlined in the Park Impact Fee Program Technical Document and ~~annually determined by the Vancouver City Council in the impact fee revision process~~ pursuant to VMC 20.915.100.B.

"Sd" represents the parks development standard in acres per thousand residents for Neighborhood and Community Parks as established in the Parks Plan. The current development standard per the Parks Plan is 4.25 acres of developed park land per~~/~~ 1,000 residents. No development standard is proposed for Urban Natural Areas, which should remain in a relatively natural condition.

"P" represents one thousand (1,000) residents.

Occupants per Dwelling Unit

"U" represents the average number of occupants per single-family/duplex dwelling unit or per other multifamily dwelling unit, based on the most current applicable statistical census data (US Census Bureau or Washington State Office of Financial Management (OFM) census data for persons per dwelling unit) ~~and as adopted by Vancouver City Council in the impact fee revision process pursuant to VMC 20.915.100.B~~.

Current fee rates are based on 2018~~00~~ OFM census data identifying 2.~~59~~ 67 persons per dwelling unit for a single family/duplex (SF) residence, and ~~1.9~~2.11 persons per household for a multi-family (MF) residence of two or more units (including condominiums).

Cost Adjustment Factor (CAF)

"A" represents an adjustment to the cost of park facilities for past or future payments made or reasonably anticipated to be made by new development to pay for park system improvements in the form of user fees, debt service payments, or other payments earmarked for~~-~~, or proratable to, park system improvements. The City of Vancouver adjustment value is determined to be five percent (5%), so that "A" factor equals 95%.

City General Fund and Real Estate Excise Tax (REET) contributions to park system capital improvements were calculated from 2008 through 2018. The ten-year average confirmed that five percent (5%) or less of other public funds support park capital projects eligible for PIF funding.

PARK DISTRICT SERVICE AREAS

State statutes allow cities and counties to impose impact fees to support public facilities needed to serve new growth and development. The public facilities need to be reasonably related to and benefit the new development. Jurisdictions are required to establish one or more defined geographic service areas within which it shall calculate and impose impact fees.

With the 1997 Interlocal Agreement for joint management of the county-wide park system and the park impact fee program, ten park impact fee districts, or service area boundaries, were delineated irrespective of jurisdictional boundaries. Boundaries focused primarily on natural and manmade barriers to walkability to assure the maximum possible nexus relationship between those paying the fee and those benefiting from the facility improvements.

Changing conditions led to the 2016 realignment of district boundaries to increase flexibility in the management of the Park Impact Fee Program, including:

- **Dissolution of Interlocal Agreement**
  The Interlocal Agreement for joint management of the county-wide park system and the park impact fee program was dissolved, effective January 1, 2014.

- **Increased Residential Densities**
  Residential densities within the City of Vancouver increased significantly in the twenty years following the adoption of the original 1995 PIF program. With fewer properties to develop, PIF funds accumulated more slowly within the respective park districts.

- **Economic Recession**
  Although the impact fee program provides a significant portion of the funds that support park land acquisition and development, park maintenance revenues are supported by the City of Vancouver General Fund. Housing markets as well as city revenues were significantly impacted by the economic recession that was felt nationwide.

- **Concurrency**

  State statutes define the timeline within which impact fee funds must be committed, expended or refunded to the current property owner. With a slower rate of growth resulting from increased residential densities and the economic recession, it became increasingly difficult to accumulate the resources necessary to fund projects and commit maintenance resources within the concurrency timelines specified by state law.

- **Level of Service**
  Our community enjoys the benefit of having multiple streams and rivers that lace through our landscape. However, some park districts have a greater abundance of these natural resources than others, creating a notable imbalance in the measur~~e~~able level of service by park district for Urban Natural Areas. Likewise, some of the larger community parks that functionally serve outside of their current park district boundaries also present an unrealistic measure of our level of service city wide.

Combined, these factors supported the need for increased flexibility in the management of the impact fee program by reducing the number of park districts or service areas. The 2016 amendments to the Park Impact Fee Technical Document realigned the districts as shown in ***Figure*** ***2~~2~~***. Districts 1, 9 and 10 merge to form District A. Districts 2, 7 and 8 merge to form District B, and districts 3, 4, 5, and 6 merge to form District C.

Districts A, B, and C cover the entire City of Vancouver and Vancouver Urban Growth Area, however City park impact fees are only collected in those areas within the Vancouver city limits. As areas within the unincorporated Vancouver Urban Growth Boundary are annexed, the City of Vancouver's jurisdiction for collection of fees will expand automatically, with newly annexed properties assigned to the appropriate park district based on ***Figure 2~~2~~***.

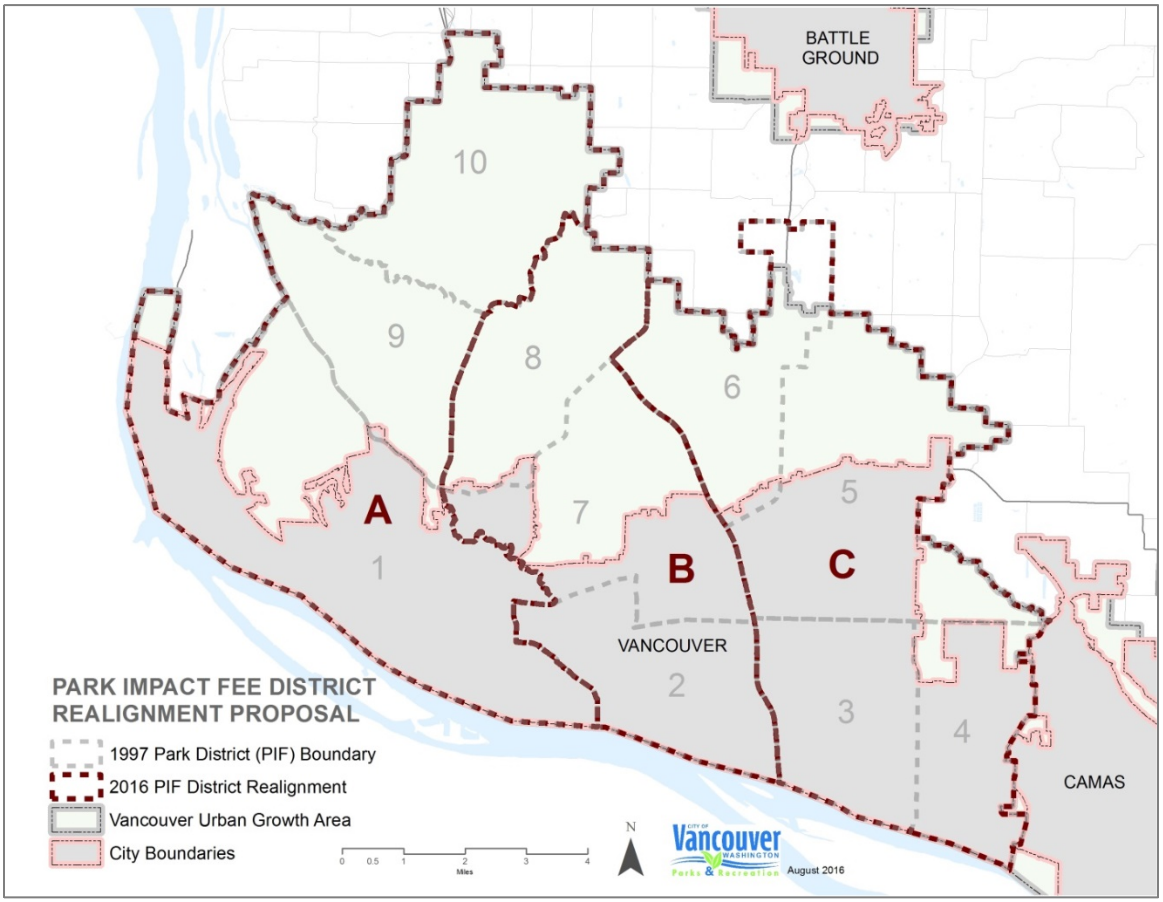


Figure 2~~2~~ – Park Impact Fee Districts (2016)

Park Overlay Service Areas

Park Overlay Service Areas are identified in ***Figure 3~~3,~~*** as provided in VMC 20.915.030(C)(3), for situations ‘where a system improvement is designed to serve an established service area, or service areas, but is located entirely or partly outside of the City and/or urban growth area, and provides a substantial benefit to the assigned service area’.

The overlays are part of the underlying Districts A, B, and/or C, as identified in the ***Figure* *3~~2~~***, and do not constitute a new park impact fee district or unique fee schedule. Properties within an overlay service area are not subject to City impact fees to the extent those properties are outside the City.

Park Overlay Service Areas have been generally defined adjacent to and outside city limits and the VUGA, as shown in ***Figure* *3~~3~~***. This delineation intends to capture the service area gaps proximate to the Vancouver city limits and provide the flexibility needed for site acquisition or development to address system deficits. The overlays are drawn to extend outside city limits one-half of the Community Park service area as defined in the Vancouver Comprehensive Parks, Recreation and Natural Areas Plan (Park Plan). When this provision is utilized for a Neighborhood Park outside city limits, projects will be located one-half of the applicable service area as defined in the Park Plan for Neighborhood Parks.

The use of PIF for a system improvement within a Park Overlay Service Area shall meet these criteria:

1. The presence of a system deficit within the applicable park district(s) and a lack of reasonable alternatives available within the district or within city boundaries to address the identified need.

2. Park needs located within city limits and/or the Vancouver Urban Growth Area would be met through the proposed system improvement(s).

3. System improvements within the overlay area align with projects identified in the capital facilities plan.

4. Benefits provided by projects within the overlay areas equal or exceed benefits from alternatives available within the established underlying service area(s).

5. Potential partnerships with other jurisdictions or public agencies within the overlay service area lying outside city limits have been explored to address planning, funding, management, and/or maintenance opportunities.

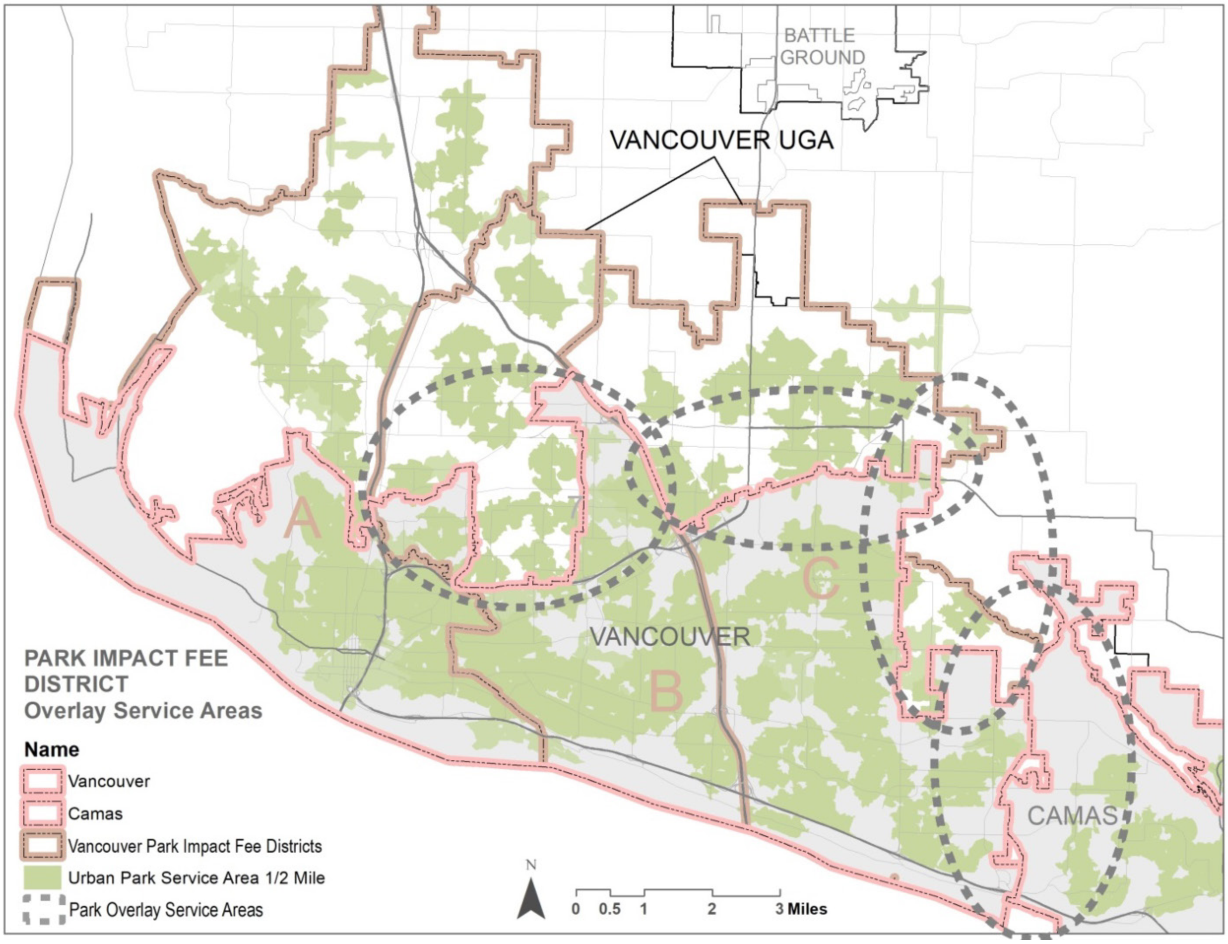


Figure 3~~3~~ –Park Overlay Service Areas (2019)

~~PARK IMPACT FEE RATE SCHEDULE~~

~~CITY OF VANCOUVER PARK IMPACT FEE SCHEDULE - 2004~~		
~~Park District~~	~~Single-Family~~	~~Multi-Family~~
~~1~~	~~$2,243~~	~~$1,639~~
~~2~~	~~$2,751~~	~~$2,011~~
~~3~~	~~$2,385~~	~~$1,743~~
~~4~~	~~$2,116~~	~~$1,546~~
~~5~~	~~$1,926~~	~~$1,407~~
~~6~~	~~$1,683~~	~~$1,203~~
~~7~~	~~$2,007~~	~~$1,467~~
~~8~~	~~$1,927~~	~~$1,408~~

~~9~~	~~$2,132~~	~~$1,558~~
~~10~~	~~$1,674~~	~~$1,223~~

~~The 2004 fee scheduled listed above was adopted by Ordinance M-3653, and became effective June 3, 2004. The 2016 PIF Technical Document does not propose an update to the factors used to calculate park impact fee rates for land acquisition or development based upon current costs. However, with the merging of park districts from ten into three, a simple methodology was utilized to create an average fee from the existing fee schedule based on the districts located within the realigned Districts A, B, and C. Current (1997) park districts 6, 8, 9 and 10 are completely or predominantly outside the City of Vancouver. The current fees for these districts were, therefore, excluded from the 2016 rate schedule calculation.~~

~~The 2016 fee rate for District A includes the 2004 fee rate for District 1, excluding Districts 9 and 10. District B averages the 2004 rates for Districts 2 and 7 (city portion), excluding District 8. District C averages the 2004 rates for Districts 3, 4, and 5 (city portion), excluding District 6. The 2016 rate schedule is listed in the table below.~~

~~CITY OF VANCOUVER PARK IMPACT FEE SCHEDULE - 2016~~			
~~2016 Realigned Park Districts~~	~~1997 Original Park Districts~~	~~Single Family*~~	~~Multi-Family*~~
~~A~~	~~1~~	~~$2,243~~	~~$1,639~~
	~~9~~		
	~~10~~		
~~B~~	~~2~~	~~$2,379~~	~~$1,739~~
	~~7~~		
	~~8~~		
~~C~~	~~3~~	~~$2,142~~	~~$1,565~~
	~~4~~		
	~~5~~		
	~~6~~		

2019 PARK IMPACT FEE COST ANALYSIS

Prior to adoption of the 2020 edition of the PIF Technical Document, PIF rates were based on a cost analysis implemented in 2004 using 2001-2002 property value and construction cost data. Multiple analyses were completed between 2004 and 2019, but neither fee adjustments nor fee indexing were implemented. Following a similar methodology to prior studies, the 2019 analysis reviewed the most current data available for land and development costs as well as applicable updates to formula factors.

Calculating the average land value estimates began with generating data on vacant and underutilized parcels within the City of Vancouver. The Assessor values represent the market value on January 1, 2018 for 2019 taxes. This data was then progressively filtered to identify reasonably viable future park land acquisition parcels.

Due to the declining availability of undeveloped parcels within city limits, the filter criteria were modified to include vacant and underutilized multi-family, commercial and industrial zoned parcels as viable future park sites. Additional adjustments included using group-market value per acre versus value per acre by parcel, and the threshold building value was increased to reflect the significant rise in residential structure values, yet maintain representing the bottom 20th percentile of Building Value Average (BVA) as in prior fee studies. The revised criteria resulted in a reduced BVA and increased the sample set of viable parcels for future park use.

Land value estimates include average transactions costs associated with land purchases such as closing costs, appraisals, land surveys, environmental and cultural studies, and Level-1 improvements. Level-1 improvements represent initial site improvements following a land purchase in order to remove liability and safety concerns, preserve existing natural resources and to prepare a site master plan (conceptual plan) for future site development.

Development cost estimates were based on average costs per acre using prior city and county park construction projects completed between 2009 and 2018. Per acre costs were adjusted with a modest annual inflation rate since the date of construction and the addition of irrigation and themed play structures to Level-2 development standards.

Based on the cost analysis, the resulting acquisition and development cost per person, and per acre, are listed by park district in ***Table 1***. The cost variations per park district reflect the differences in property values across the city, whereas the development costs are consistent across park districts. With the acquisition and development cost estimates per person, ***Table 2*** applies the Cost Adjustment Factor (variable 'A') to calculate the PIF rate per single family and multi-family housing unit. ***Table 3*** provides a comparison of the 2004 to the 2019 estimate of housing unit costs.

Table 1: ACQUISITION AND DEVELOPMENT COST PER ACRE AND PER PERSON (2019 Cost Analysis)

PIF DISTRICT	ACQUISITION[1]		DEVELOPMENT[2]		TOTAL Per District	
	Average $ Per Acre[4]	Acquisition $ / Person	$ Per Acre	Development $ / Person	PIF District	Cost Per Person
A	316,231	1,976	260,333	1,106	A	3,082
B	547,021	3,360	260,333	1,106	B	4,467
C	456,538	2,817	260,333	1,106	C	3,924
Average	**$ 483,223**	**$ 2,718**	**$ 260,333**	**$ 1,106**	**Average**	**$ 3,824**

NOTES:
1. Average 2018 Grouped Market Land Values based on Clark County GIS dataset. County data removed for city only analysis.
2. Development costs reflect combined average of Neighborhood and Community Parks.
2. Includes development standard upgrades including irrigation and themed play equipment.
4. Average value per Park Impact Fee District.

Table 2: PIF RATE PER HOUSING TYPE BASED ON 2019 COST ANALYSIS

Costs Per Person (2019 Cost Analysis)					PIF Rate per Housing Type (2019 Cost Analysis)	
PIF District	Acq. $ Per Person	Devel. $ Per Person	Total $ Per Person	Minus 5% CAF	Single Family (2.67 persons)	Multi-Family (2.11 persons)
A	1,976	1,106	3,082	2,928	7,822	6,182
B	3,360	1,106	4,467	4,243	11,336	8,959
C	2,817	1,106	3,924	3,728	9,959	7,870
Average	**2,718**	**1,106**	**3,824**	**3,633**	**9,706**	**7,671**

NOTES:
Assumes 2.671569 PPH based on 2018 estimate provided by OFM for SFR and 2.111388 PPH for MFR
Includes Stronger Vancouver Development Cost Upgrade Values
2018 Parcel Property Value dataset
Based on average cost of land per acre by district (avg. of $483,000 per ac)

Table 3: PIF RATE COMPARISON-2019 COST ANALYSIS ($483,000 PER ACRE LAND VALUE)

Current PIF Rates 2004 - 2020		PIF Rate per Housing Type (2019 Cost Analysis)		PIF Rate % Change	
Single Family Unit (2.6 persons)	Multi-Family Unit (1.9 persons)	Single Family (2.67 persons)	Multi-Family (2.11 persons)	Single Family % Change	Multi-Family % Change
2,243	1,639	7,822	6,182	249%	277%
2,379	1,739	11,336	8,959	377%	415%
2,142	1,565	9,959	7,870	365%	403%
2,255	**1,648**	**9,706**	**7,671**	**330%**	**365%**

NOTES:
Assumes 2.671569 PPH based on 2018 estimate provided by OFM for SFR and 2.111388 PPH for MFR
Includes Stronger Vancouver Development Cost Upgrade Values
2018 Parcel Property Value dataset
Based on average cost of land per acre by district (avg. of $483,000 per ac)

The cost analysis was reviewed internally regarding assumptions and methodology and evaluated by a private financial consultant, which confirmed the approach was consistent with the intent of the PIF Technical Document and prior analyses.

Although the cost analysis accurately reflects typical land acquisition and development market costs based on the best available data, the land value component is the most challenging factor in the PIF formula to evaluate due to the multitude of variables that influence land prices. The declining availability of developable land with city limits and the resulting rise in land costs played a significant factor in the cost analysis results. Although it would reduce the size of the data set significantly and diverge from the criteria of prior studies, future cost analyses could consider the removal of all parcels under one-half acre. These smaller parcels are typically too small to be stand-alone parks but do provide the opportunity for site expansion or to consolidate multiple parcels to secure a viable park area.

Recognizing the potential impact of the calculated increase on the vulnerable margins of affordable housing, land costs were reevaluated based upon prior land purchases (in the last 10 years) with a three percent (3%) inflation factor for each year since the transaction occurred. This exercise identified an average per acre land only cost of approximately $250,000 per acre for park and open space properties compared to $483,000 per acre based upon the assessor land value data.

With the adjusted land value of $250,000 per acre, ***Table 4*** reflects the average percent of increase in park impact fee rates at 203% and 227% for single family/duplex and multi-family units, respectively, compared to 2004 rates. This represents a 40% reduction from the rate calculated in the 2019 cost analysis using the 2018 land value data. This decrease provides some relief to the challenges of providing affordable housing and the impact to the housing industry. By using a consistent land cost variable for all districts, the fee rates are the same regardless of district.

Table 4: PIF RATE COMPARISON - ADJUSTED FOR $250,000 PER ACRE LAND VALUE

PIF District	2004 - 2020 PIF Rates		PIF Rate per Housing Type (2019 Cost Analysis w/ Adjusted Land Cost of $250,000/ac)		PIF Rate % Change	
	Single Family (2.6 persons)	Multi-Family (1.9 persons)	Single Family (2.67 persons)	Multi-Family (2.11 persons)	Single Family % Change	Multi-Family % Change
A	2,243	1,639	6,813	5,385	204%	229%
B	2,379	1,739	6,813	5,385	186%	210%
C	2,142	1,565	6,813	5,385	218%	244%
Average	**2,255**	**1,648**	**6,813**	**5,385**	**203%**	**227%**

NOTES:
Assumes 2.671569 PPH based on 2018 estimate provided by OFM for SFR and 2.111388 PPH for MFR
Uses $250,000/ac land value across all districts.

PARK IMPACT FEE RATE SCHEDULE

Following City Council deliberations, a modified rate schedule and phasing plan were adopted to align with the Stronger Vancouver ten-year vision. The phasing plan provides a gradual increase over six years followed by annual indexing per the methodology contained herein for a total cumulative increase of approximately 218% over a ten-year period. This approach was designed to soften the impact of the revised rates on the building community and affordable housing market.

Table 5 reflects the phasing plan for fee implementation effective January 1, 2021. Fee increases will be implemented effective January 1st of each year thereafter to align with all other fee changes in the permit process. This alignment with other fee changes allows for comprehensive, consistent and efficient technical testing for implementation purposes.

Consistent with VMC 20.915.100 Council will review a fee analyses in 2023 to evaluate actual fund collection since implementation compared to forecasting and adjust rates as needed. City Council also directed staff to explore the adoption of a commercial and industrial park impact fee for consideration. Commercial/Industrial land uses benefit from the park system infrastructure by business patrons as well as employees. The adoption of commercial and industrial park impact fee programs by other Washington jurisdictions have been used to share the funding burden with residential land uses and/or to provide a separate funding source for additional types of recreational amenities not within the scope of existing PIF program (e.g., trails, sports fields, etc.).

Table 5: 6-YEAR PIF PHASING IMPLEMENTATION SCHEDULE

Year	Park District	% Increase	SF	MF
2004-Dec. 1, 2020	A, B, C		2,255 (Avg)	1,648 (Avg)
January 1, 2021	A, B, C	25% Increase	$2,819	$2,060
January 1, 2022	A, B, C	25% Increase	$3,523	$2,575
January 1, 2023	A, B, C	35% Increase	$4,757	$3,476
January 1, 2024	A, B, C	10% Increase	$5,232	$3,824
January 1, 2025	A, B, C	10% Increase	$5,756	$4,206
January 1, 2026	A, B, C	6.5% Increase	$6,130	$4,480

NOTES:
Automatic annual Indexing of fees begins 2027
Adopted by Resolution M-XXXX, effective date January 1, 2021.

~~(As adopted by Resolution M-XXXX, effective November X, 2016)~~

~~*Rates are the average of the 2004 fee schedule of those districts merged within the respective 2016 Realigned Park Districts.~~

FUND MANAGEMENT

RCW 82.020.070 and Vancouver Municipal Code 20.915.100 both specify that a non-lapse impact fee fund will be established and separate accounts within the fund will be established for each type of facility and service area. These references are applied in the context of the collection of funds for transportation, school and park facilities.

The park impact fee calculation formula includes an acquisition and development component. Prior to 2016 there were separate acquisition and development accounts for each of the park districts although this was not required by either state law or city code. Acquisition and development accounts were merged in 2016 into a single account retrospectively for each of the original ten districts, and each of the realigned park districts (A, B and C) have a single account prospectively.

This revised approach to fund management provides improved flexibility and responsiveness to meet community needs and adopted standards. In the long term, every effort should be made to implement the intent of the Park Impact Fee Program to provide equitable distribution of parks and natural areas throughout each park district as identified in the Park Plan, providing a long term balance between land acquisition and site development. This management policy is consistent with the historic calculation and tracking of concurrency by park district with the merging of the acquisition and development accounts.

The use of park impact fees will continue to be restricted to the district from which they were collected. For example, a fee collected in what was District 3, should only be spent within the District 3 service area until these original district funds are exhausted. In the future, fees collected in District B may be spent anywhere within the service area of District B. Exceptions to the use of PIF funds within the park impact fee district where it was collected are based upon the conditions and factors outlined for *Park Overlay Service Areas* above and VMC 20.915.030.

PARK IMPACT FEE INDEX ~~METHODOLOGY~~

~~Purpose~~

The intent of impact fee indexing is simply to keep ~~impact fees~~ rates as current as possible between major program updates by accounting for ~~inflation~~ fluctuations in the economic market ~~or deflation adjustments over time~~ using ~~a known~~ recognized industry standards or common factors ~~,~~ such as the consumer price index or ~~the~~ a construction cost index. Annual~~ly adjusted~~ adjustments ~~impact fees also~~ minimize ~~potential~~ the progressive accumulation of ~~public share obligations to the~~ park system~~, which are caused by the~~ deficits created by under-collection of fees for the private share created by new growth. Likewise, it adjusts for an over-collection of fees if market costs decline. ~~difference between current rates and the annually eroding value of those rates as they are impacted by inflation.~~ Indexing is implemented based on ~~by City Code~~ VMC20.915.100 -(Other Provisions~~)~~).

~~Park impact fee rates may be revised using the following process:~~

~~1. The adopted Park Impact Fee Program Technical Document may be revised periodically by the City Council when financial analysis establishes that there is a need for a major program update. Such adjustments shall only become effective upon adoption by the City Council.~~

~~2. Between major program updates, the calculated park impact fee will be adjusted annually to account for inflation/deflation using the indexing methodology described in the adopted Park Impact Fee Technical Document. Such adjustments shall only become effective upon adoption by the City Council.~~

~~Indexing Models Used by Other Jurisdictions~~Index Models Commonly Used

Numerous jurisdictions across Washington and Oregon apply an annual inflation index to their impact fees or system development charges. ~~Several c~~Common indices ~~are used, as~~ include:

- ~~**Producer Price Index (PPI)** – shows the direction and magnitude of price changes for finished goods; published by the Bureau of Labor Statistics.~~
- **Consumer Price Index (CPI)** – shows day-to-day inflation in prices as experienced by urban consumers for a representative basket of consumer goods and services~~; also~~ published by the Bureau of Labor Statistics.
- **Engineering News Record (ENR)** – ~~calculates national index of building cost changes using a 20 city average and individual costs as local average.~~ ENR offers two indices, the Construction Cost Index (CCI) and the Building Cost Index (BCI)[1]. The CCI can be used where labor costs are a high proportion of total costs. The BCI is more applicable for structures. A comparable Southwest Washington-specific index is not available, so the ENR index for the City of Seattle provides the best comparable available.

The difference is in their labor component. The CCI uses 200 hours of common labor, multiplied by the 20-city average rate for wages and fringe benefits. The BCI uses 68.38 hours of skilled labor, multiplied by the 20-city wage- fringe average for three trades–bricklayers, carpenters and structural ironworkers. For their materials component, both indexes use 25 cwt of fabricated standard structural steel at the 20-city average price, 1.128 tons of bulk Portland cement priced locally and 1,088 board ft. of 2x4 lumber priced locally. The ENR indexes measure how much it costs to purchase this hypothetical package of goods compared to what it was in the base year. ~~*The difference between ENR's Construction Cost Index and Building Cost Index is the approach to the labor component. The CCI uses 200 hours of common labor, multiplied by the 20-city average rate for wages and fringe benefits. The BCI uses 68.38 hours of skilled labor, multiplied by the 20-city wage- fringe average for three trades–bricklayers, carpenters and structural*~~

~~ironworkers. For their materials component, both indexes use 25 cwt of fabricated standard structural steel at the 20-city average price, 1.128 tons of bulk Portland cement priced locally and 1,088 board ft. of 2 x 4 lumber priced locally. The ENR indexes [sic] measure how much it costs to purchase this hypothetical package of goods compared to what it was in the base year.~~ (Source: enr~~.construction~~.com)

Additionally, two primary approaches exist to apply index~~ed~~ adjustments ~~:~~ uniformly across components or uniquely to each component.

- **Uniform Indexing Approach**

  ~~—~~The uniform approach merely applies an index to the composite impact fee, and in the case of park fees, it would apply to the combined acquisition and development rates equally. No distinction is made between components or between the relative impacts of how each component is affected by the index. Upon initial review of the application of indices throughout the region, it was noted that most jurisdictions elected to index impact fee rates uniformly.

- **Unique, Component-Specific Indexing Approach**
  ~~–~~An alternative approach is to annually adjust each impact fee component based on a unique index, both pertinent and suitable to that component. For example, the development component is adjusted based on a construction cost index, and the acquisition component is adjusted based on a real estate or land valuation index as appropriate. By design, component-specific indexing allows for a higher degree of congruence between the component and the index, along with providing a ~~more true~~clearer reflection of local changes on an annual basis.

A component-specific indexing approach would provide a more direct relationship between the fees and construction and/or real estate market changes, but could result in dramatic annual fluctuations in rates in response to local and national economic conditions. ~~In Oregon, jurisdictions can choose to use the local tax assessor's annual ratio report to index the acquisition component. In Washington, no similar report is required, but some cities have indexed acquisition costs based on annual changes in land value. The indexing approach used by the City of Olympia offers a compelling model, as described below from their PIF program documentation:~~

~~The change in property value is calculated based on information from the Thurston County Assessor's Office. Thurston County is on an annual valuation cycle, meaning that all real property is physically inspected at least once every six years, but is statistically updated every year. The County Assessor does not create values, but interprets current market activity to estimate the values of parcels in Thurston County for the purposes of property taxation. Fair market value is the amount a willing buyer would pay a willing seller when neither is under undue pressure. The Thurston County Assessor's Office uses valid recent sales data of similar properties and the replacement cost of buildings (based on the cost of current labor and material, less depreciation), to arrive at fair market value. For projects where the location of the property is known, the property value factor will be calculated based on the difference between the current year and preceding year's fair market value for land. For projects where the location of the property is not known, the property value factor will be calculated based on the average of the changes in land value for representative similar facility type projects in the CFP.~~

~~Thurston County's approach to annual assessment re-evaluation is consistent with that of Clark County's and is identified as a viable approach. During the current PIF assessment, staff from the Clark County Assessment office was contacted to discuss and coordinate a comparable approach for local, annual PIF adjustments based on Clark County data and modeling.~~

~~With readily accessible, quality indexing datasets, the component-specific approach can offer the City of Vancouver a stronger nexus between the selected index and the base PIF rate. As a historically high-growth region, an approach using a uniform index for both components, such as a construction index, does not accurately reflect the differences in and changes to real property valuations, and does not reflect value differentiation across the urban area. As such, when the City of Vancouver is ready to proceed with implementation of an annual index of Park Impact Fee rates, a component-specific indexing option will be used, whereby the acquisition base rate is indexed to recent real property changes and the development base rate is tied to a construction related index, such as the ENR-CCI. The establishment of the real property index is the most complex task, and it is a uniquely local exercise. The following section details the methodology.~~

Using a uniform indexing approach for both the acquisition and development components of the fee calculation, such as the CPI or construction index, may not reflect applicable cost changes in the short term. However, the CPI could offer a more stable adjustment pattern and prove to be more essential to the long-term success in the implementation of annual indexing. The following section details the index methodology.

Index~~ing~~ Methodology

The Vancouver Municipal Code provides for automatic annual fee adjustments between major fee studies using the methodology described below. The Consumer Price Index Consumer Price Index (CPI-W, Seattle-Tacoma-Bellevue) will be applied equally to the acquisition ("Ia") and development ("Id") components of the fee calculation on an annual basis. The index should be implemented at the same time each year to provide the most predictability for the building industry. Following the six-year phasing plan from 2021 through 2026, automatic annual index will be applied to the then current fee beginning January 1, 2027.

~~**PIF Acquisition Component**~~

~~In close collaboration with Clark County Assessment and GIS staff, land valuation tables for the Vancouver urban area were isolated and reviewed for the three most recent property tax assessment cycles (2007, 2008, and 2009). The primary goal was to establish the rate of change in land valuations between consecutive property tax cycles as the basis for a potential PIF acquisition rate index. Secondarily, the data were reviewed to evaluate the appropriateness of applying a single, urban area-wide index factor versus unique index factors per each PIF districts.~~

See **Table 6** for an example of the CPI factor:

Table 6: ANNUAL CONSUMER PRICE INDEX

Month / Year	12-Month % Change - All Items
Jan-20	2.5%

~~The primary goal was to establish the rate of change in land valuations between consecutive property tax cycles as the basis for a potential PIF acquisition rate index. Secondarily, the data were reviewed to evaluate the appropriateness of applying a single, urban area-wide index factor versus unique index factors per each PIF districts.~~

~~Acreage valuations from the Assessor's Neighborhood Land Tables were the primary input. Clark County annually updates the assessment land tables with a physical inspection of ⅙th of the county per cycle and statistical revisions of the remainder. The data used in this analysis are consistent with the assessed valuations used for annual property tax assessments.~~

~~The land coverage of the Assessor's Neighborhood Land Tables was correlated to that of the PIF districts using GIS. The acreage and percentage of total land area of each Neighborhood was calculated as it relates to each PIF district. Using these relative coverages, a weighted average land valuation was calculated by PIF district. Additionally, a single average was calculated for the Vancouver urban growth area (VUGA) as a whole.~~

~~In comparing the valuations of each PIF district to that of VUGA composite, significant differences were noted. While the average valuation change of the sum of the 10 PIF districts was the same as the valuation change of the VUGA as a whole, a wide degree of variability was noted between PIF districts for each comparative cycle reviewed. In looking at the differences between the 2009 and 2008 tax years, a 14% spread exists between the highest and lowest change between PIF districts. Given this variability, the acquisition component will be indexed based on the unique rate of change by PIF district, instead of using a VUGA average, to best reflect the specific changes in valuation within the urban area. This approach is consistent with that taken to establish the acquisition base rates, and the data and calculations required to determine these unique index factors have been tested.~~

~~Using the weighted average land valuation by PIF district, the acquisition index factors for each PIF district are determined by the ratio of the current tax year to the previous. Table 1 shows these results.~~

~~Table 1: Acquisition Index Factors by District (2008-09)~~

PIF District	Tax Year 2009	Tax Year 2008	Index Factor	Index Change
1	$ 136,135	$ 138,890	0.980	-2.0%
2	$ 149,378	$ 149,619	0.998	-0.2%
3	$ 165,304	$ 175,479	0.942	-5.8%
4	$ 160,373	$ 168,254	0.953	-4.7%
5	$ 154,999	$ 179,888	0.862	-13.8%
6	$ 156,412	$ 176,384	0.887	-11.3%
7	$ 148,720	$ 159,786	0.931	-6.9%
8	$ 161,771	$ 162,060	0.998	-0.2%
9	$ 168,909	$ 168,910	1.000	0.0%
10	$ 169,001	$ 169,001	1.000	0.0%
Average	**$ 157,100**	**$ 164,827**	**0.955**	**-4.5%**
VUGA Average	**$ 154,079**	**$ 162,135**	**0.950**	**-5.0%**

~~Using the established PIF acquisition base rates for each district, Table 2 shows how the index would be applied by multiplying the index factor with the PIF base rate to establish a revised PIF acquisition rate.~~

~~Table 2: Application of Index to PIF Acquisition Component~~

PIF District	Base Acquisition Rate		Index Factor		Revised PIF Rate (Acq)	Change ($)
1	$ 1,227	*	0.980	=	$ 1,203	$ (24)
2	$ 1,524	*	0.998	=	$ 1,521	$ (2)
3	$ 1,357	*	0.942	=	$ 1,279	$ (79)
4	$ 1,519	*	0.953	=	$ 1,448	$ (71)
5	$ 863	*	0.862	=	$ 744	$ (119)
6	$ 777	*	0.887	=	$ 689	$ (88)
7	$ 1,275	*	0.931	=	$ 1,187	$ (88)
8	$ 868	*	0.998	=	$ 867	$ (2)
9	$ 993	*	1.000	=	$ 993	$ (0)
10	$ 721	*	1.000	=	$ 721	$ (0)
Average	**$ 1,112**		**0.955**		**$ 1,065**	**$ (47)**

~~NOTE: The Clark County Assessor's Office does not release land valuation tables until the early fall of the tax year in question (i.e., October 2009 for the 2009 property tax assessment). Given this known and reliable lag time, it is recommended that annual PIF indexing occur in the early fall of each year to accommodate delivery of the most recent Assessor's data.~~

~~PIF Development Component~~

~~The application of a construction cost index to the PIF development component is simple and direct. Using the Seattle ENR-CCI monthly data available from ENR, calculate the index factor as the percentage change based on the ratio of the current month to the previous period (see).~~

~~TABLE 3: CONSTRUCTION COST INDEX (OCT '07 – OCT '08)~~

ENR-CCI Periods			ENR-CCI Factor		Index Change
October '08::	8812.22	=	1.023	or	2.3% Increase
October '07::	8612.75				

~~Using the established PIF development base rates for each district, the index is applied by multiplying the index factor with the PIF base rate to establish a revised PIF development rate. Since development rates are uniform across all PIF districts, this calculation is completed only once as shown in Table 4.~~
Indexing alone is insufficient over long periods of time to align fee rates with the market. Every three years a complete fee analysis is required per VMC 20.915.100 (B)(1) for review by City Council to consider benchmark adjustments to PIF rates based upon current market conditions. Major fee analysis will also include consideration of accomplishments in site acquisition and development to meet anticipated growth and concurrency compliance.
~~Table 4: APPLICATION OF CCI TO PIF DEVELOPMENT COMPONENT~~

PIF Base Rate (Dev)		ENR-CCI Factor		Revised PIF Rate (Dev)		Change ($)
$553	*	1.023	=	$566		$13

~~Conclusion - Indexing Methodology~~

~~The Vancouver Municipal Code already includes a provision for periodic revisions and indexing adjustments to the park impact fee schedule through adoption of a Technical Document. To date, this provision has not been utilized. The indexing methodology included in this document does not suggest that the City implement the indexing provision at this time, but that this methodology be considered and implemented at some point in the near future to ensure the viability of the Park Impact Fee Program.~~

Item #12.

Staff Report 165-20

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 11/16/2020

SUBJECT Real Estate Excise Tax (REET 1) current tax revenue dedication update

Key Points

- The current REET 1 revenue split has been funding the debt service for Firstenburg and Marshall community centers, a portion of the Neighborhood Traffic Safety Alliance (NTSA) program, supporting economic development (the Waterfront Access Project-related debt service) and setting aside some funding for parks capital maintenance.
- Support of the Waterfront Access Project-related debt service had a sunset date at the end of 2019. The new tax revenue generated by the Waterfront Development is sufficient to continue supporting the debt service until the bonds are paid off.
- REET 1 revenues have been strong, creating an on-going capacity that could be directed to other capital uses.
- REET 1 can only be spent on eligible capital projects.
- Re-dedicating a portion of the REET 1 revenue to the public infrastructure projects that facilitate significant private investment is recommended to support one of the City's main strategic priorities of creating new family wage jobs in the City.
- Other allocations of funding are recommended to remain unchanged, but the dollars and the percentages referred to are updated to reflect the 2020 revenue estimates.

Strategic Plan Alignment

Goal 9: Build the strongest, most resilient economy in the region.

Goal 9, Objective 9.1: Create infrastructure and policies that support job creation.

Present Situation

Current REET I revenue is split between parks and recreation and transportation. A total of 6% of tax proceeds, up to a maximum of $130,000 per year, has been set aside for neighborhood traffic safety program improvements to city streets. Sixty-eight percent (68%) of the proceeds, up to

$1,956,000, is dedicated to support debt issued prior to 2008 for construction of the Firstenburg and remodel of Marshall recreational facilities. Up to a maximum of $250,000 above the other obligations set forth in this ordinance, has been dedicated for Parks and Recreation Capital. Prior to the end of 2019, a total of 20% of tax proceeds, up to a maximum of $450,000 per year, was dedicated to supporting the bonds issued for the completed construction of transportation infrastructure related to the Waterfront Access project.The economic development allocation of the revenue sunset at the end of 2019. The intent of the sunset in the allocation was to assure that the project generated sufficient tax revenue to support funding the debt until the expiration of the bonds. Tax revenue from the project is fully supporting the debt on the transportation project through 2031.

REET 1 revenue by state statutes may only be spent on funding of eligible public capital projects. Those projects have to be identified in the jurisdiction's Comprehensive Plan. Eligible use of funds include projects related to planning, acquisition, construction, reconstruction, repair, rehabilitation or improvement of streets, roads, parks, recreational facilities, trails, administrative and law enforcement facilities.

Creation of new family-wage jobs is one of the highest priorities of the City Council and the residents. The specific project to be funded by this allocation of funding will be brought for Council review during future budget actions.

The proposed action will allocate the remaining proceeds from REET 1, 20%, up to $1 million per year, indexed for inflation, to funding public infrastructure projects that facilitate private investment that results in creation of new family-wage jobs. The required ROI on the private investment projects is 10 years or less.

This proposal will not impact any other allocations of REET 1. Those are proposed to be updated based on the estimated 2020 REET revenues, both in terms of the dollar amounts and resulting percentages.

Advantage(s)

Funding will be available to invest in public infrastructure that supports economic activity and increase in employment in the City of Vancouver.

Disadvantage(s)

This proposal would re-dedicate allocation of partial REET 1 revenue in a manner that would narrow the scope of its use, potentially limiting opportunities upon which the funds could be spent.

Budget Impact

The proposed change has been incorporated in the 2021-2022 Adopted Budget.

Prior Council Review

- 2021-2022 Biennial Budget Council Workshop – Overview on October 5, 2020
- 2021-2022 Biennial Budget Council Workshop – General Operating & Policy on October 19, 2020

- 2021-2022 Biennial Budget Council Workshop – Budget Packet on November 2, 2020

Action Requested

On Monday, November 16, 2020, subject to second reading and public hearing, approve the ordinance.

Natasha Ramras, Chief Financial Officer, 360-487-8484

ATTACHMENTS:

- Ordinance

11/09/20
11/16/20

ORDINANCE NO. _________

AN ORDINANCE regarding the Real Estate Excise Tax (REET); amending VMC 3.20.040 to update the current distribution and use of revenues generated from REET; and providing for an effective date.

WHEREAS, the debt issued for the Waterfront Access Project was anticipated to be supported by the Real Estate Excise Tax revenue for a period of five years; and

WHEREAS, the initial period of support has ended; and

WHEREAS, the development on the Waterfront site has been successful in generating sufficient tax revenues to continue to support the debt service on the bonds until these are paid off; and

WHEREAS, allocations and dollar amounts need to be updated for current revenue estimates;

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF VANCOUVER:

Section 1. *Amendment*. VMC 3.20.040, as last amended by Ordinance M-4098, is hereby amended to read as follows:

3.20.040 Tax proceeds--Distribution and use.

1. The Clark County treasurer shall retain in an appropriate county fund one percent of the proceeds of the taxes imposed in this chapter to defray costs of collection.

2. A. The remaining proceeds from the city taxes imposed in this chapter shall be distributed to the city monthly and those taxes imposed under Section 3.20.010(a) shall be

placed by the city director of Financial and Management Services in the capital improvement fund to be used by the city for financing capital projects specified in a capital facilities plan element of the city's comprehensive plan. After January 1, ~~2009~~ 2021, such revenue shall be used as follows:

1. ~~68%~~ 56% of the revenue, up to a maximum of ~~$1,956.00~~ $1,956,000, shall be used for parks and recreation to support debt issued prior to 2008 for construction of the Firstenburg and remodel of the Marshall recreational facilities~~;~~ through the expiration of the bonds.

2. ~~6%~~ 9% of the revenue, up to a maximum of ~~$130,000~~ $172,000, shall be used for neighborhood traffic safety program improvements to city streets consistent with Section 13 of Chapter 49, Laws of Washington, 1982 , Extraordinary Session as amended and Section 36 of Chapter 17, Laws of Washington, First Extraordinary Session, 1990 as amended. The maximum shall be adjusted annually beginning on January l, ~~2010~~ 2020, by the rate of increase in the Consumer Price Index for All Urban Consumers (1982-1984 = 100) in the ~~Portland~~ Seattle-Tacoma-Bellevue area as published by the U.S. Bureau of Labor Statistics.

3. 20% of the revenue, up to an annual maximum of ~~$450,000~~ $1,000,000, shall be used to support construction of ~~transportation infrastructure for the Waterfront Access Project for a period not to exceed five years.~~ public infrastructure projects that facilitate economic development in strategic reinvestment areas of the city. Projects are required to have a return on investment of less than 10 years and generate new family-wage non-construction-related jobs. ~~This provision shall expire December 31, 2019.~~

4. The remainder of the revenue, up to a maximum of $250,000, after the other revenue obligations in section 3.20.040(2)(A) 1-3 are satisfied, shall be used for Parks and Recreation Capital.

B. Revenues generated from the taxes imposed by Section 3.20.010(b) shall be deposited into a special revenue fund and used solely for the planning, acquisition, construction, reconstruction, repair, replacement. rehabilitation or improvement of streets., roads, highways, sidewalks, street and roadway lighting systems, and traffic signals, as specified in a capital facilities plan element of a comprehensive plan approved by the city council.

3. This section shall not limit the existing authority of this city to impose special assessments on property benefited in the manner prescribed by law.

4. Every four ~~(4)~~ years the directors of the parks and transportation departments shall jointly file a report with the city council to be known as a REET expenditure accountability report detailing the amount of revenue collected pursuant to this chapter as well as the manner in which such revenues were expended in the preceding four ~~(4)~~ years. The first REET expenditure accountability report shall be presented to city council on or before March 31, 2007.

Section 2. *Severability*. If any clause, sentence, paragraph, section, or part of this ordinance or the application thereof to any person or circumstance shall be adjudged by any court of competent jurisdiction to be invalid, such order or judgment shall be confined in its operation to the controversy in which it was rendered and shall not affect or invalidate the remainder of any parts thereof to any person or circumstances and to this end the provisions of each clause, sentence, paragraph, section or part of this law are hereby declared to be severable.

Section 3. *Effective date*. This ordinance shall become effective on January 1, 2021, following the date of final adoption.

Read first time:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

Read second time:

PASSED by the following vote:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

SIGNED this ________ day of __________________________, 2020.

____
Anne McEnerny-Ogle, Mayor

Attest:

____
Natasha Ramras, City Clerk

Approved as to form:

____
Jonathan Young, City Attorney

SUMMARY

ORDINANCE NO. _______

AN ORDINANCE regarding the Real Estate Excise Tax (REET); amending VMC 3.20.040 to update the current distribution and use of revenues generated from REET 1; providing for an effective date.

The full text of this ordinance will be mailed upon request. Contact Raelyn McJilton, Records Officer at 487-8711 , or via www.cityofvancouver.us (Go to City Government and Public Records).

2021-22 Biennial Budget

CITY OF
Vancouver
WASHINGTON

Vancouver City Council
Public Hearing
Natasha Ramras, CFO

Presentation Overview

- Overview of Budget highlights
- Review of Supporting Ordinances & Policies:
  - Property Tax:
    - General Levy Increase: of 0.602%
    - Ad Valorem
    - Substantial Need Ordinance
    - Affordable Housing Levy 0% increase
  - Affordable Housing Sales Tax
  - Real Estate Excise Tax Update
  - Parks Impact Fees increase
  - Fire Marshall Fees increase
  - Utility Rates increase
  - Updated Financial Policies
- 2021-2022 Biennial Budget Ordinance

Financial Policies Changes 2020

- **Additional and Enhanced Policy Goal:**
  - Make measurable progress towards climate action, social justice and community safety
    - Measurable/reportable
    - Create an updated tool for reviewing capital investments consistent with Policy Goals
  - In 2021 prepare recommendations for recreation service pricing consistent with Policy Goals.

CITY OF Vancouver WASHINGTON

2021-2022 Adopted Budget: $1.3 billion

Operating Budget: $1.0 billion

General, Street, and Fire Funds: $0.5 billion

All Other Operating Funds: $0.5 billion

Capital Budget: $0.3 billion

Projects: $180 million

Funding Transfers: $90 million

City of Vancouver Washington

2021-22 Biennial Budget

- Total FTEs: 1,192.80
  - Adds/extends 15 FTEs, freezes 20 FTEs
- Balanced, uses $57 m in existing cash for capital projects and one-time initiatives
- Operating, Capital, and General Fund reserves maintained at levels provided for in the City's financial policies

2021-22 Biennial Budget

The Biennial Budget continues to:

- Strengthen our foundation and address the largest gaps in the service levels
- Implement current initiatives and invest in our infrastructure
- Advance key strategic projects and programs
- Plan for a stronger Vancouver

CITY OF Vancouver WASHINGTON

2021-22 Biennial Budget

Implement Key Strategic Initiatives: Current and New

- Includes several high priority initiatives advancing social justice, climate and safety priorities:
  - Continue funding a multi-departmental team to address issues experienced by people experiencing homelessness
  - Recommend implementing Affordable Housing Sales Tax of 1/10 of 1 percent in Vancouver to continue building new units for the most disadvantaged segment of the city's residents
  - Sets aside funding for supporting recommendations from the Police Improvement Task Force.

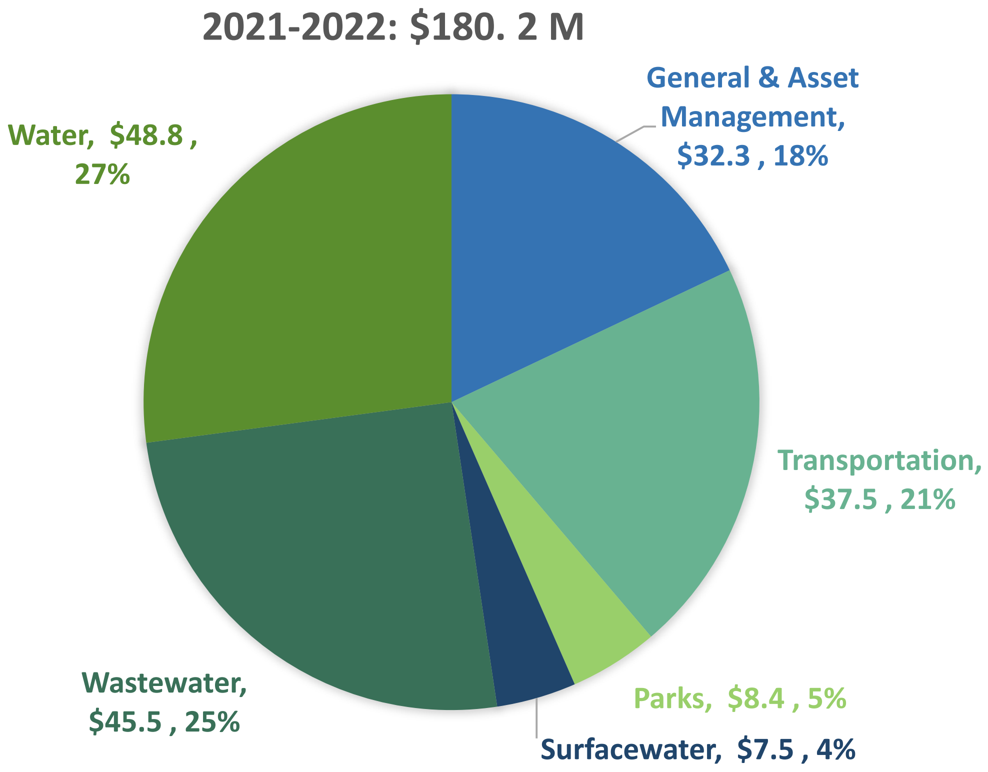
2021-22 City Manager's Recommended Budget

Implement Key Strategic Initiatives: Current and New (cont-d)

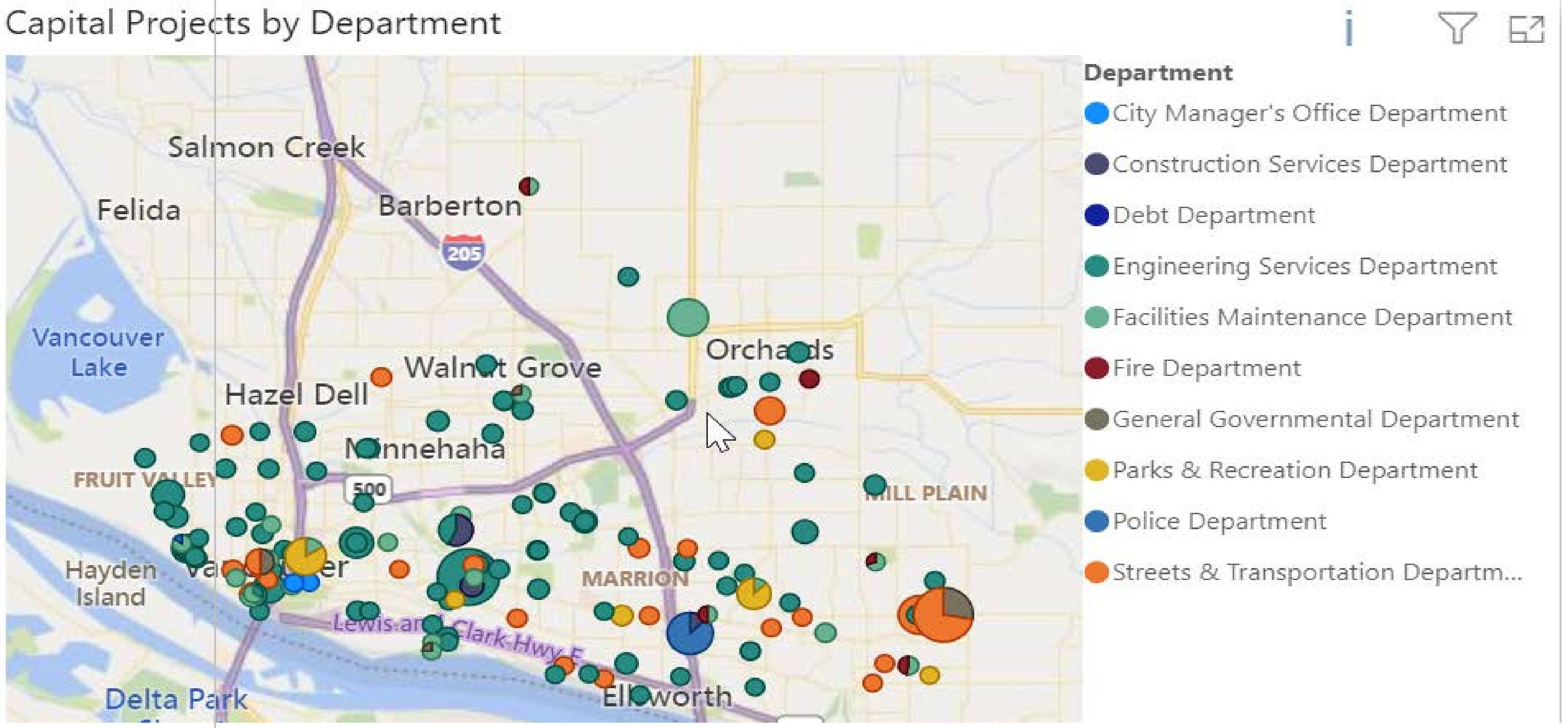
- Update City's Strategic Plan
- Continue the following planning efforts:
  - Complete Transportation System Planning
  - Continue implementation of the Heights District subarea plan and develop Waterfront Gateway Redevelopment plan
  - Advance work on Comprehensive Plan Update, Parks Plan Update

CITY OF Vancouver WASHINGTON

2021-2022 Capital Budget



2021-2022 Biennial Budget - Capital



Property Tax Ordinances

- **General Levy Increase of $0.602/$1,000:**
  - Estimated 2021 Levy Rate $1.93-$1.98/$1,000
  - Additional GF Revenue $0.3 m./year
- **Ad Valorem** - affirms the City relies on property tax receipts to balance the 2021 budget
- **Substantial Need –** allows the City to preserve $0.4/$1,000 capacity for potential utilization in future years, if needed
- **Affordable Housing Property Tax Levy 0% increase**

CITY OF Vancouver WASHINGTON

Affordable Housing Sales Tax

- **Rate** 1/10th of 1% ($1/$1,000)
- **Annual Amount** $4.2-$4.5 m
- **Eligibility:**
  - Income threshold <60% of median county
  - **AND**
    - (i) Persons with behavioral health disabilities;
    - (ii) Veterans;
    - (iii) Senior citizens;
    - (iv) Homeless, or at-risk of being homeless, families with children;
    - (v) Unaccompanied homeless youth or young adults;
    - (vi) Persons with disabilities;
    - (vii) Domestic violence survivors.

City of Vancouver Washington

Real Estate Excise Tax

- Rate Increase NONE
- Purpose: Re-dedicate 20% of REET 1 revenue to support public infrastructure projects in Strategic Investment Areas to facilitate new jobs in Vancouver

Parks Impact Fees increase consistent with a Stronger Vancouver

- Adopt Residential PIF rate adjustment in 2021-2022

Effective Date	District	Single-Family (SF)	Multi-Family (MF)	Projected Revenue
January 1, 2021	A, B, C	$2,819	$2,060	$0.5 mil
January 1, 2022	A, B, C	$3,523	$2,575	$1.1 mil

- NEW CAPITAL: Shaffer Park funded by increased PIF Revenue $1.3 m

Fire Marshall’s Fees Increase

- **Proposed increase of 5% in each, 2021 and 2022 for:**
  - Fire and life safety inspections, fire plans review and new construction inspection fees.
  - Estimated revenue ~ $0.05 m/yr.

CITY OF Vancouver WASHINGTON

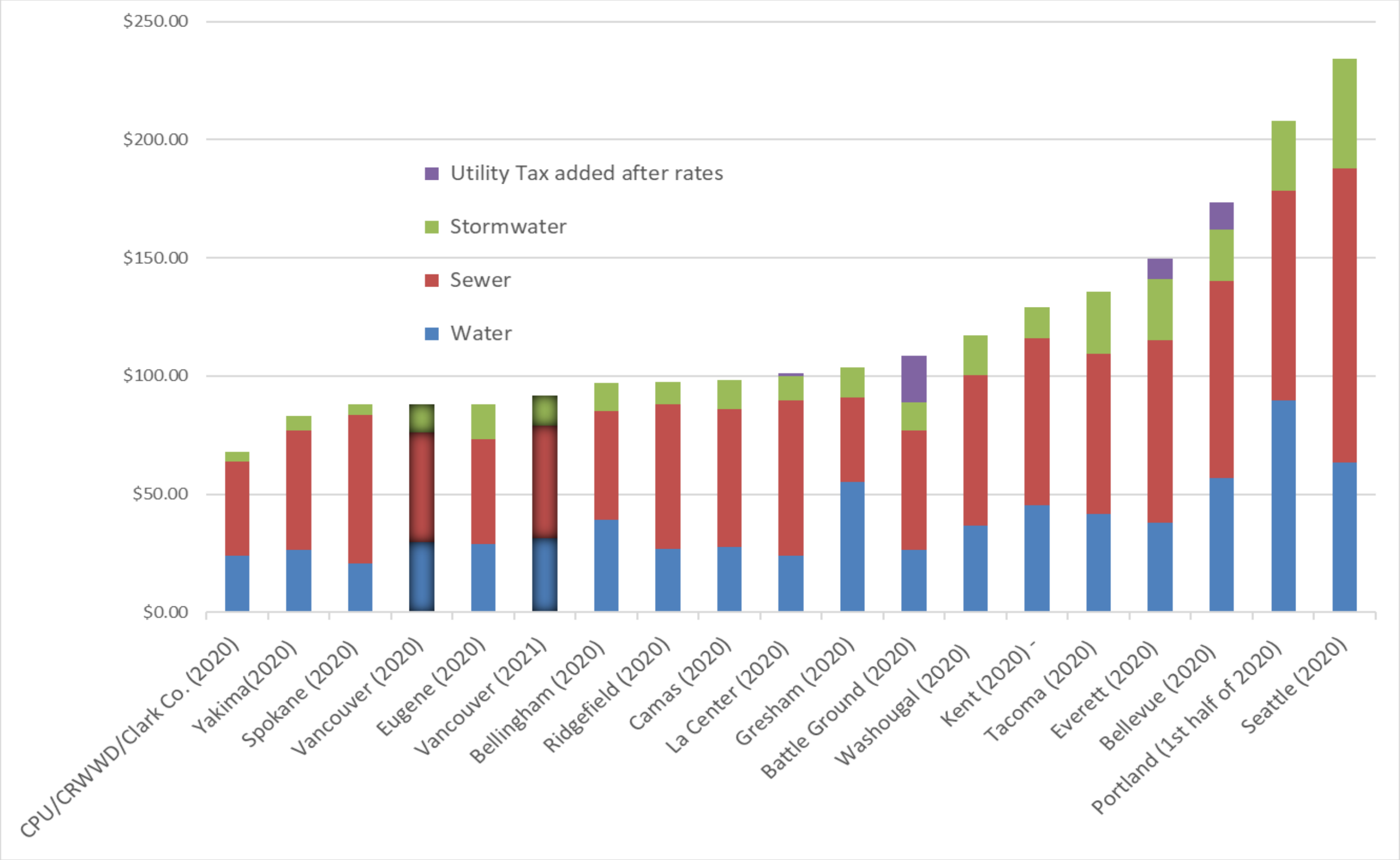
Utility Rates Increase

Utility	2020 Rates*	2021 Rates*	Difference
Water – 5%	$29.87	$31.36	$1.49
Sewer – 3%	$46.40	$47.79	$1.39
Storm – 5%	$11.80	$12.39	$0.59
Solid Waste – 1.9%	$32.64	$33.26	$0.62
Total – 3.5%	$120.71	$124.80	$4.09

**Monthly rates for a typical single-family residence within the City limits.*

- **Water rate increase includes debt support for the Utility portion of costs of the Operating Center Replacement**

Utility Rates: Regional Rate Comparison



2021-2022 Biennial Budget Ordinance

- Budget Ordinance
  - Attachments:
    - A: Appropriation by Fund
    - B: Personnel
    - C: Capital Projects
    - D: Non-Union Ranges

CITY OF Vancouver WASHINGTON

Questions and Discussion

Contact Information:
Natasha Ramras, CFO
(360) 487-8484

CITY OF
Vancouver
WASHINGTON

Staff Report 166-20

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 11/16/2020

SUBJECT 2021-2022 City of Vancouver Biennial Operating and Capital Budget

Key Points

- The 2021-2022 Biennial Budget appropriates $1.3 billion for Operating and Capital Budgets, a 3.25 percent decrease from the 2019-2020 biennium.
- Operating budgets across all funds total $1 billion and provide resources for sustaining essential services to the community, with some focused reductions based on both economic impacts of the recession as well as operational impacts of the COVID-19 pandemic.
- Capital budgets across all funds total $0.3 billion, and include strategic investments in street, utility, park and facility infrastructure across the community,
- The 2021-2022 biennial budget includes 15.0 new full time equivalent (FTE) positions are added, bringing the total City FTE balance to 1,192.8 by 2022, representing approximately a 0.4% decrease over 2020.
- 20.0 FTE positions are held frozen, or unfunded, until funding sources can stabilize resulting from the COVID-19 impact brought about in 2020.
- The budget is balanced by on-going revenues and available cash resources. It assumes a 0.6% property tax revenue increase in both 2021 and 2022, rate adjustments for water, sewer, and surface water utilities, parks impact fees, and optimized fee rates in fee-for-service areas such as building, fire marshal review and inspection, parking and planning.
- New revenue source of Affordable Housing Local Sales Tax is included in the budget.

Strategic Plan Alignment

The 2021-2022 biennial budget includes programs and projects that advance the City's Strategic Plan on many fronts and contribute to Vancouver becoming a more safe, welcoming, vibrant and prosperous city.

In addition, revised financial policies and priority policy themes of equity, safety and climate action guided preparation of the budget.

Present Situation

The City of Vancouver 2021-2022 Biennial Budget has been prepared for approval. The Recommended Budget was published by the City Manager on October 1st, 2020, and was presented to Council in workshops held on October 5th, 12th, 19th, 26th and November 2nd. All of the changes to the Recommended Budget recommended by City Council through the course of the workshop discussions have been incorporated into the 2021-2022 Biennial Budget.

The 2021-2022 Biennial Budget appropriates $1.3 billion for both operating and capital expenses, representing a 3.2% decrease over the current 2019-2020 budget. It proposes using $57 million in existing cash reserves city-wide to fund both the capital program and one-time initiatives. A total of $1.0 billion is appropriated for all City operating funds and $0.3 billion for capital funds and related funding transfers. There are 15.0 full time equivalent (FTE) positions added, bringing the total to 1,192.8 FTEs by the end of 2022. A total of 20 existing positions are unfunded in the budget for the two-year period.

Operating Budget

Total 2021-2022 Operating budget in all City funds is $989 million. Of that amount, General, Street and Fire Budget appropriation for the two-year time period is $500 million. The 2021-2022 Budget continues to fully fund City reserves and depreciation accounts to the levels dictated in the Council-approved financial policies, while maintaining adequate operating capital throughout the biennium. The Budget also increases staffing in key areas, including economic development, diversity and inclusion, planning, capital project management, support services and increasing opportunities for succession planning. The General, Street and Fire Budget utilizes $18 million in existing cash reserves to fund one-time projects, including several strategic City initiatives, and a select number of capital projects. Approximately $39 million cash reserves in other operating and capital funds is utilized in the 2021-2022 Biennial Budget mostly to fund the City's capital program.

The 2021-2022 biennium anticipates continuation of paced recovery from the recession of 2020. The amount of economic uncertainty during the budget development process has been unprecedented, with the economy coming out of the deepest recession due to the pandemic and a high continued level of uncertainty related to changes in the spending patterns of society and the continued level of federal support of the economy. The revenue forecast is built on a conservative set of assumptions, including lower recreation revenue in 2021and subdued sales tax collections over the biennium.

The Budget moves forward several high priority initiatives advancing social justice, climate and safety priorities of City Council and the community. Some of the highlights of the initiatives in this area are outlined below:

- The Budget continues funding for coordination of the City’s efforts to respond to homelessness. A cross-departmental team will continue to work with the homeless population on City streets.

- The Budget recommends setting aside $1.5 million per year dedicated to funding future recommendations from the Community Task Force on Policing, created in June of 2020, to review and make recommendations on establishing a body-worn camera program and use of force in policing.

- The Budget continues investment in expansion of the Affordable Housing in the City and recommends advancing a new funding source – Sales Tax for Affordable Housing, to build additional units for the most disadvantaged population of the City.

- The Budget includes support for the Fourth Plain Commons project using a combination of General Fund, CDBG funding sources and utilizing a Section 108 Loan to round out the funding of the project. The project will serve as an incubator for new businesses to revitalize the Fourth Plain Corridor. The loan will be repaid by the future CDBG funding.

- Public Safety uniformed staffing was largely protected from budget reductions to ensure continued community safety, including the 13 new positions that were added during the 2019-2020 biennium to staff the new Fire Station 11. Funding for the positions starts in April of 2022 to ensure staff are trained and available to staff the new Station that is anticipated to come online in late 2022 or early 2023.

- The Budget also includes a number of funded planning efforts, such as: developing a Civic Center master plan for the vacant land surrounding City Hall and the Hilton Hotel and Convention Center, the largest remaining contiguous vacant land in the downtown core; and completion of the Transportation System Plan update, the guiding policy for hundreds of millions of dollars in future investments in the City's transportation system. The recommended Budget also includes funding for implementation of the Heights District Plan.

- Included is funding for planning and build-out of the four new Complete Streets projects in different parts of town: NE 112th Ave, NE 51st Circle to SE Mill Plain Blvd to tackle safety issues, congestion and lack of connectivity; SE 34th Street, SE 164th to SE 192nd Ave; Fort Vancouver Way, Mill Plain Blvd to Fourth Plain Blvd, as well as planning efforts to begin on Fourth Plain Pedestrian improvements and addressing existing safety issues at Devine and 18th Street.

The budget is built on assumption of certain revenue increases over the biennium. Those include the statutorily authorized 0.6% increase in property tax revenues, for each year of the biennium, rate adjustments for sewer, water, surface water and garbage utilities to reflect inflation and fund depreciation costs already included in the Vancouver Municipal Code.

The budget includes $4 million per year in the Affordable Housing Local Sales Tax to fund new units of housing for households earning below 60% of the area median income. The budget also includes new capital projects in Parks funded by an increase in park impact fees. The fees on new single and multi-family residential construction have not been raised since 1994. The budget incorporates re-dedication of a portion of REET 1 funding to projects facilitating economic development and new job creation in the City. Other revenue increases include optimized fee rates in fee-for-service areas, such as building, fire marshal review and inspection, parking and planning.

Attachment B to the Ordinance outlines all changes in staffing included in the 2021-2022 Biennial Budget. The budget adds 15 new positions and freezes 20 existing positions, most of them vacant, across City operating departments. Most are added to address staffing deficiencies in key strategic areas, like economic development, diversity and inclusion, planning and city capital program management. The Budget includes adding two positions in the City Manager's office: an FTE for a Director of Diversity, Equity and Inclusion and supporting resources to champion and coordinate City internal and external efforts in promotion of social equity and justice causes, and a new Assistant City Manager FTE to augment strategic City management resources. These and all other changes in staffing are outlined in the Attachment B.

2021-2022 Capital Budget

The City has nearly $2 billion in capital assets (building, streets, land, utility lines, etc.). Stewardship of these capital assets is critical to efficient, effective, and sustainable service delivery. While the true cost to manage these assets through their lifetime is daunting, the City has been making meaningful, strategic investments in our assets without adding new debt. The same trend is evident in the 2021-2022 Biennial Budget.

Attachment C to the Budget Ordinance displays a list of all projects included in the City of Vancouver's 2021-2022 Capital Budget. The $269 million capital program includes $180 million for projects in multiple functional areas; additional appropriation of $89 million is related to funding transfers. Below are some highlights:

- Utilities projects totaling $102 million, include:

  - Water fund projects totaling $49 million include $20 million for the Water Station 5 reservoir to replace infrastructure components and rehab the existing lining for the aging steel tank, $6.5 million to continue construction of twin reservoirs constructed in 1909 and in the 1930s at Water Station 1 with two new seismically sound 4 million gallon reservoirs.

  - Wastewater utility appropriation totaling $46 million includes a $6 million replacement of lagoon diffusers that have deteriorated with age, $3 million for a two-phase east interceptor rehab from Marine Park Water Reclamation Facility and upstream using trenchless technology, $3 million for the continuation of upgrading Programmable Logic Controls (PLC) hardware and operating platforms at both the Westside and Marine Park treatment plants, and a variety of other collection and treatment projects.

  - Surface water appropriation of $8 million to keep up with the NPDES regulations including water quality and inspection programs.

- General Capital Projects include:

  - New Fire Station 11 construction primarily funded by Fire District 5 expected to be completed in late 2022, early 2023.

  - Purchase of the new Police Headquarters on Chkalov for $11 million in 2022 per the lease agreement using cash reserves in the General fund.

  - Officers Row roof replacements at the Grant House and Howard House and additional sidewalk repairs for $0.5 million.

  - Continued designed work on Replacement of the Operations Center. Funding is split between the General Fund and Water fund. This investment will result in a vastly more efficient, effective, and resilient facility that will better meet our daily operating and emergency response needs.

    - General Capital asset management program of $15 million includes major maintenance projects like roof replacements at VPD East Precinct, Fire Station 4 and Slocum House, and exterior masonry, sealing, painting, and server system upgrades at various city facilities.

- The Budget allocates $37.5 million for transportation capital project funding, funded by a combination of the vehicle license tab revenues, grants, impact fee revenue and local cash resources. The program includes the following projects:

    - SE 1st Street – 177th Ave to 192nd Ave. for $10 million, and SE 1st St – 164th to 177th for $9 million to fund the second phase of the urban arterial upgrade of an existing 2-lane rural road to increase safety, mobility and livability, and meet future subarea needs;

    - 137th Ave Corridor – 49th to Fourth Plain Blvd for $3 million in street improvements;

    - Westside Bike Mobility for $2 million focusing on the first phase of the Columbia Street corridor to include traffic calming and bicycle and pedestrian improvements in coordination with pavement management;

    - Various other traffic management projects and street and sidewalk improvements, including $1 million in Main Street improvements.

- Parks Capital program totals $8 million. The program includes funding for park land acquisitions in districts 2 & 4 using the City's Park Impact Fee resources, and major renovations and expansions at parks including North Image, Oakbrook, Peter S. Ogden, Rose Village and Jaggy Road. Shaffer park design is included at a cost of $1.3 million. This project is funded by the proposed increase in the City's parks impact fee revenues, planned for 2021-2022.

The 2021-2022 Recommended Budget addresses the top priorities of the community while exercising a high level of fiscal constraint in its use of City resources. The budget is balanced by using ongoing revenues, and one-time expenses are funded by existing cash. The budget sets initiatives in place that will bear financial savings in future biennia and will temper the growth in city expenditures.

Advantage(s)

1. The proposed budget will allow the City to provide valuable services to city residents in a variety of high-priority areas and advance key projects to better serve the community.
2. The highest priority services and projects as identified by the Council and Community are funded in the budget in the context of a resource-constrained environment.
3. The budget allows the City to continue to reinvest in our essential utility systems, including sewer, water and stormwater, on a pay-as-you go basis, without the use of debt.
4. The budget preserves emergency and operating reserves across all funds at a level that allows continued financial stability and resilience through the biennium.
5. The proposed budget will ensure that the City remains in compliance with state statutes that

require all City expenditures to have an appropriation approved by ordinance.

Disadvantage(s)

1. The reduction in overall spending relative to the prior biennium will limit the capacity of services the City is providing despite growth in population and demand for services.
2. The recommended 2021-2022 budget includes new and on-going expenses that over time are not projected to be sustainable without new or reformed approach to funding City services.
3. There are tax and fee increases included in the budget that will increase costs to residents and businesses in the community.
4. Proposes using $18 million in existing General, Street and Fire cash reserves to fund one-time initiatives and capital projects. In addition, the budget proposes to utilize $39 million in existing reserves in other funds to fund the City's capital program over the biennium.

Prior Council Review

- 2021-2022 Biennial Budget Council Workshop – Overview on October 5, 2020
- 2021-2022 Biennial Budget Council Workshop – Transportation on October 12, 2020
- 2021-2022 Biennial Budget Council Workshop – General Operating & Policy on October 19, 2020
- 2021-2022 Biennial Budget Council Workshop – Utility Rates, CIP & Parks Capital, and Transportation on October 26, 2020
- 2021-2022 Biennial Budget Council Workshop – Budget Packet on November 2, 2020

Action Requested

On Monday, November 16, 2020, subject to second reading and public hearing, approve the ordinance.

Natasha Ramras, Chief Financial Officer, 360-487-8484

ATTACHMENTS:

- Ordinance
- Attachment A
- Attachment B
- Attachment C
- Attachment D

11/09/20

11/16/20

ORDINANCE M-____

AN ORDINANCE relating to and adopting the budget for the City of Vancouver for the 2021-2022 fiscal biennium; providing for ratification and for an effective date.

WHEREAS, as set forth in Staff Report ____________, following presentations of the City Manager's Recommended Budget on October 5th, 12th, 19th, 26th and November 2nd, the proposed 2021-2022 Biennial Budget has been prepared for approval; and

WHEREAS, upon due and proper legal notice, Vancouver City Council held a public hearing to consider the City's 2021-2022 Biennial Budget.

NOW THEREFORE,

BE IT ORDAINED BY THE CITY OF VANCOUVER:

Section 1. The City Council of the City of Vancouver in due time received and placed on file a preliminary budget for the 2021-2022 fiscal biennium, prepared in compliance with Ch.35.34 RCW and with Ch. 3.24 VMC. The recommended budget includes all estimates of receipts and expenditures for the next fiscal biennium fully detailed in accordance with Ch.35.34.060. Council advertised and properly held all required public hearings thereon. The City Council pursuant to RCW 35.34.120 has made such adjustments and changes to the preliminary 2021-2022 budget as it deems necessary or proper at this time. Said Budget for the 2021-2022 fiscal biennium for the City of Vancouver, as revised, which is now on file in the Office of the City Clerk, is by reference incorporated herein, approved and by this ordinance adopted, and shall be prepared in publication form.

Section 2. Each and every separate item on the operating and capital budget as finally determined is hereby fixed and determined in the amount set forth in the 2021-2022 Adopted budget, and as required by RCW 35.34.120, there is hereby set forth in summary form the totals of appropriations for each separate fund and the aggregate totals for all such funds combined, as set forth in Attachment "A" of this ordinance. Attachment “C” outlines specific capital projects included in the 2021-2022 City of Vancouver Capital Budget.

Section 3. That a total of net 15 full-time equivalent positions citywide are added in 2021-2022 biennium, as identified in Attachment “B” of this ordinance. The position adjustments shall be made consistent with applicable civil service rules and personnel regulations. Attachment “D” of this ordinance contains salary schedules for positions not covered by labor agreements.

Section 4. The present budget accordingly includes estimates of the scheduled salary step increases and allocates funds in accordance with settled union contracts. The City will shortly be engaged in collective bargaining with several major unions for the 2021-2022 period. When bargaining and negotiations are completed, the budget may be amended to adjust salaries in accordance therewith.

Section 5. The “Senior Messenger” fund (number 148), created via ordinance M-1612 as recommended in staff report No. 134-75, is no longer needed and is hereby eliminated.

Section 6. A separate City special revenue fund is created to account for revenues and expenses associated with the Affordable Housing Local Sales Tax. The new fund is to be named “Affordable Housing Local Sales Tax Fund”.

Section 7. Those acts taken pursuant to this ordinance, but prior to its effective date are hereby ratified and confirmed.

Section 8. Effective Date. This ordinance shall go into effect immediately upon final passage and publication.

Read first time:

PASSED BY THE FOLLOWING VOTE

Ayes: Councilmembers

Nay: Councilmembers

Absent Councilmembers

Read second time:

PASSED BY THE FOLLOWING VOTE:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

SIGNED this ______ day of ________________________________, 2020

____
Anne McEnerny-Ogle, Mayor

Attest:

____
Natasha Ramras, City Clerk

Approved as to form:

____
Jonathan Young, City Attorney

SUMMARY

ORDINANCE M-________

AN ORDINANCE relating to and adopting the budget for the City of Vancouver for the 2012-2022 fiscal biennium; providing for ratification and for an effective date.

The full text of this ordinance will be mailed upon request. Contact Raelyn McJilton, Records Officer at 487-8711, or via www.cityofvancouver.us (Go to City Government and Public Records).

Budget Appropriation by Fund City of Vancouver 2021-22 Biennium Budget	Attachment A
	Total 2021-22 Budget
Operating Budget	
General, Street, and Fire Funds	
General Fund	342,794,293
Street Fund	34,830,203
Fire Fund	97,697,421
Street Funding Initiative - Operating Fund	24,766,514
Total General, Street, and Fire Funds	**500,088,432**
Special Revenue Funds	
Investigative Fund	140,303
Drug Enforcement Fund	556,974
CED Grants	8,868,844
Tourism Fund	7,797,127
Affordable Housing	12,285,489
Parkhill Cemetery Improvement Fund	40,021
Criminal Justice Fund	459,007
Transportation Special Revenue Fund	3,659,230
REET 1 (2002 Special Revenue Fund)	4,556,261
Downtown Initiatives Fund	493,196
VNHR Properties	1,262,311
Senior Messenger Fund	319,122
Fire Equipment Fund	3,701,914
Emergency Ambulance Services Contract Admin Fund	1,585,666
Impact Fees - School Districts	11,381,060
Debt Service Funds	-
G O Debt Service Fund	14,837,817
L I D Debt Fund	5,225
Enterprise Funds	
City Tree Reserve Fund	193,011
Surface Water Management Fund	41,343,878
Water Utility Fund	88,191,135
Utility Customer Assistance	60,000
Sewer Utility Fund	82,832,342
Airport Fund	1,502,942
Building Inspection Fund	14,956,242
Solid Waste Fund	5,003,242
Parking Services Fund	8,173,754
Tennis Center Fund	1,505,984

	Total 2021-22 Budget
Internal Service Funds	-
Equipment Services Operations Fund	14,541,121
Equipment Services Capital Fund	9,019,070
Computer Repair & Replacement	3,461,289
Grounds and Facilities Services Fund	29,703,074
Self-Insured Worker's Comp & Liability Fund	13,713,425
Internal Administrative Services Fund	42,828,661
Benefits Fund	26,958,033
Self-Insured Health Insurance Fund	24,324,594
Fiduciary Funds	
SW Washington Regional SWAT Team Fund	521,475
Police Pension Trust Fund	1,453,803
Fire Pension Trust Fund	2,780,920
City/County Cable TV Fund	2,694,044
PEG Capital Support Fund	1,456,000
Total Other Funds Expense Budget	**489,167,606**
Total Operating Expense Budget	**989,256,038**
Capital Budget	
Capital Project Funds	
General Fund Capital	10,560,500
VNHR Properties Fund	112,800
Transportation Capital Fund	17,153,106
Street Funding Initiative - Capital Fund	20,363,576
Fire Acquisition Fund	10,707,450
Capital Improvement Fund	10,398,215
VNHR Property Capital	568,308
Parks Construction Fund (Capital Projects only)	8,412,019
Drainage Construction Fund	7,535,099
Water Construction Fund	48,838,954
Sewer Construction Fund	45,516,678
Total Capital Project Funds	**180,166,705**
Capital Funding Transfers Supporting COV Capital Projects Budget	
General Fund	8,759,398
Street Fund	350,000
Street Funding Initiative Operating	150,501
Drug Enforcement Fund	35,000
Transportation Special Revenue Fund	2,196,440
REET 1 (2002 Special Revenue Fund)	400,000
Columbia TIF District	363,424
Cascade TIF District	1,995,074
Pacific TIF District	100,000

	Total 2021-22 Budget
Fire Fund	1,272,200
TIF - Vancouver	219,000
TIF - Evergreen	395,254
TIF - East City (South County)	379,926
PIF - Acq District 1	36,467
PIF - Acq & Dev District 2	311,608
PIF - Acq & Dev District 4	2,231,160
PIF - Acq & Dev District 5	70,809
PIF - Acq & Dev District 7	828,284
PIF - District A	495,533
PIF District B	2,194,108
PIF - District C	2,047,332
VNHR Property Capital	112,800
Surface Water Management Fund	1,700,000
Water Utility Fund	16,100,000
Systems Development Reserves	5,130,000
SCIP Fund	1,800,000
Sewer Utility Fund	27,615,000
Sewer System Development	7,480,000
Building Inspection Fund	92,000
Facilities Asset Mgmt and Replacement Reserve Fund	4,199,048
Total Transfers for Capital	**89,060,366**
Total Capital Expense Budget	**269,227,071**
Total Operating and Capital Expense Budget	**1,258,483,109**

Full-Time Equivalent Employees by Fund, Department and Classification

City of Vancouver 2021-22 Biennium Budget

Note: Frozen positions are not removed from the baseline, will be held unfilled until funding is available

Fund - Department	Classification	2021 Baseline	2021-2022 Frozen Positions*	2021 Adjustments	2021 Budget	2022 Adjustments	2022 Budget
001 General Fund						-	
Council	Councilmember	5.00	-	-	5.00	-	5.00
	Mayor	1.00	-	-	1.00	-	1.00
	Mayor Pro-Tempore	1.00	-	-	1.00	-	1.00
Council Total		**7.00**	**-**	**-**	**7.00**	**-**	**7.00**
City Manager's Office	Administrative Assistant to the City Manager	1.00	-	-	1.00	-	1.00
	Assistant City Manager	-	-	1.00	1.00	-	1.00
	Assistant to the City Council	1.00	-	-	1.00	-	1.00
	Citizen Liaison	1.00	-	-	1.00	-	1.00
	City Manager	1.00	-	-	1.00	-	1.00
	Communications Coordinator	1.00	-	-	1.00	-	1.00
	Communications Director	1.00	-	-	1.00	-	1.00
	Communications Specialist	2.00	-	-	2.00	-	2.00
	Deputy City Manager	1.00	-	-	1.00	-	1.00
	Emergency Preparedness Manager	1.00	-	-	1.00	-	1.00
	Homeless Resource Manager	1.00	-	-	1.00	-	1.00
	Management Analyst B	-	-	-	-	-	-
	Neighborhood Coordinator	1.00	-	-	1.00	-	1.00
	Program and Policy Development Manager	1.00	-	-	1.00	-	1.00
	Public Engagement Manager	1.00	-	-	1.00	-	1.00
	Senior Policy Analyst	1.00	-	-	1.00	-	1.00
	Strategic Communications Manager	1.00	-	-	1.00	-	1.00
	Support Specialist II	1.00	-	-	1.00	-	1.00
	Support Specialist III	1.00	-	-	1.00	-	1.00
	Web Content Manager	1.00	-	-	1.00	-	1.00
	Director of Diversity, Equity and Inclusion	-	-	1.00	1.00	-	1.00
City Manager's Office Total		**19.00**	**-**	**2.00**	**21.00**	**-**	**21.00**
CED	Assistant Planner	2.00	-	-	2.00	-	2.00
	Associate Planner	4.00	-	1.00	5.00	-	5.00
	Code Enforcement Officer	5.00	-	-	5.00	-	5.00
	Community and Economic Development Director	1.00	-	-	1.00	-	1.00
	CTR Coordinator	-	-	1.00	1.00	(1.00)	-
	Economic Development Division Manager	2.00	-	-	2.00	-	2.00
	Engineering Technician II	4.00	-	-	4.00	-	4.00
	Land Use Program Manager	1.00	-	-	1.00	-	1.00
	Long Range Planning Program Manager	1.00	-	-	1.00	-	1.00
	Principal Planner	2.00	-	1.00	3.00	-	3.00
	Senior Planner	5.00	-	-	5.00	-	5.00
	Senior Policy Advisor	-	-	-	-	1.00	1.00
	Support Specialist II	2.50	(0.50)	-	2.50	-	2.50
	Senior Transportation Policy Advisor	1.00	-	-	1.00	-	1.00
CED Total		**30.50**	**(0.50)**	**3.00**	**33.50**	**-**	**33.50**
Legal	Assistant City Attorney II	9.00	(1.00)	-	9.00	-	9.00
	City Prosecutor	1.00	-	-	1.00	-	1.00
	Investigator	1.00	-	-	1.00	-	1.00
	Legal Assistant	3.00	-	-	3.00	-	3.00
	Legal Secretary	3.00	-	-	3.00	-	3.00
	Program Coordinator	1.75	-	-	1.75	-	1.75
	Senior Legal Assistant	1.00	-	-	1.00	-	1.00
Legal Total		**19.75**	**(1.00)**	**-**	**19.75**	**-**	**19.75**
Parks & Recreation	Communications Specialist	-	-	1.00	1.00	-	1.00
	Computer Support Specialist	1.00	-	-	1.00	-	1.00
	Customer Service Representative	5.50	-	-	5.50	-	5.50
	Departmental Aide	0.50	(0.50)	-	0.50	-	0.50
	Facilities Assistant	3.00	-	-	3.00	-	3.00
	Management Analyst B	1.00	-	-	1.00	-	1.00
	Park Developer	1.00	(1.00)	1.00	2.00	-	2.00
	Parks and Recreation Director	1.00	-	-	1.00	-	1.00
	Recreation Coordinator C	3.50	(0.50)	-	3.50	-	3.50
	Recreation Coordinator D	1.00	-	-	1.00	-	1.00
	Recreation Facility Manager	2.00	-	-	2.00	-	2.00
	Recreation Services Manager	1.00	-	-	1.00	-	1.00
	Recreation Specialist B	12.00	(2.00)	-	12.00	-	12.00
	Senior Park Developer	1.00	-	-	1.00	-	1.00
	Senior Planner	1.00	-	-	1.00	-	1.00
	Special Events Manager	1.00	-	-	1.00	-	1.00
	Support Specialist III	1.00	-	-	1.00	-	1.00
	Volunteer Coordinator	1.00	-	-	1.00	-	1.00

Parks & Recreation	Volunteer Program Assistant	0.75	(0.75)	-	0.75	-	0.75
	Administrative Assistant - A	2.00	-	-	2.00	-	2.00
Parks & Recreation Total		**40.25**	**(4.75)**	**2.00**	**42.25**	**-**	**42.25**
Police	Administrative Assistant	3.00	-	-	3.00	-	3.00
	Assistant Police Chief	3.00	-	-	3.00	-	3.00
	Crime Analyst	3.00	-	-	3.00	-	3.00
	Departmental Aide	0.50	-	-	0.50	-	0.50
	Digital Forensics Investigator	2.00	-	-	2.00	-	2.00
	Evidence Supervisor	1.00	-	-	1.00	-	1.00
	Evidence Technician	3.00	-	-	3.00	-	3.00
	Finance and Logistics Supervisor	1.00	-	-	1.00	-	1.00
	Financial Analyst	1.00	-	-	1.00	-	1.00
	Lead Police Records Specialist	3.00	-	-	3.00	-	3.00
	Management Analyst B	1.00	-	-	1.00	-	1.00
	Material Control Coordinator	1.00	-	-	1.00	-	1.00
	Police Chief	1.00	-	-	1.00	-	1.00
	Police Commander	4.00	-	-	4.00	-	4.00
	Police Corporal	18.00	-	-	18.00	-	18.00
	Police Lieutenant	8.00	-	-	8.00	-	8.00
	Police Officer	163.00	-	-	163.00	-	163.00
	Police Records Manager	1.00	-	-	1.00	-	1.00
	Police Records Specialist	16.00	-	-	16.00	-	16.00
	Police Records Supervisor	3.00	-	-	3.00	-	3.00
	Police Sergeant	37.00	-	-	37.00	-	37.00
	Police Service Technician	17.00	(5.00)	-	17.00	-	17.00
	Program Coordinator	1.00	-	-	1.00	-	1.00
	Program Coordinator I	1.00	-	-	1.00	-	1.00
	Resources Service Technician	2.00	-	-	2.00	-	2.00
	Senior Communications Specialist	1.00	-	-	1.00	-	1.00
	Senior Digital Forensics Investigator	1.00	-	-	1.00	-	1.00
	Support Specialist III	1.00	-	-	1.00	-	1.00
Police Total		**297.50**	**(5.00)**	**-**	**297.50**	**-**	**297.50**
001 General Fund Total		**414.00**	**(11.25)**	**7.00**	**421.00**	**-**	**421.00**
102 Street Fund						-	-
Finance & Asset Management	Senior Engineering Technician	1.00	-	-	1.00	-	1.00
Finance & Asset Management Total		**1.00**	**-**	**-**	**1.00**	**-**	**1.00**
Streets & Transportation							
	Civil Engineer	1.00	-	-	1.00	-	1.00
	Engineering Manager	2.00	-	-	2.00	-	2.00
	Engineering Program Manager	1.00	-	-	1.00	-	1.00
	Engineering Specialist	2.00	-	-	2.00	-	2.00
	Engineering Technician II	1.00	-	-	1.00	-	1.00
	Maintenance Worker II	15.00	-	-	15.00	-	15.00
	Maintenance Worker Lead	3.00	-	-	3.00	-	3.00
	Public Works Supervisor	3.00	-	-	3.00	-	3.00
	Senior Civil Engineer	3.00	-	-	3.00	-	3.00
	Senior Construction Inspector	2.00	-	-	2.00	-	2.00
	Senior Engineering Technician	3.00	-	-	3.00	-	3.00
	Senior Traffic Engineer	1.00	-	-	1.00	-	1.00
	Street Light Technician II	2.00	-	-	2.00	-	2.00
	Streets and Transportation Manager	1.00	-	-	1.00	-	1.00
	Traffic Engineer	1.00	-	-	1.00	-	1.00
	Traffic Signal Specialist	1.00	-	-	1.00	-	1.00
	Traffic Signal Technician	2.00	-	-	2.00	-	2.00
	Traffic Signal Technician Lead	1.00	-	-	1.00	-	1.00
Streets & Transportation Total		**45.00**	**-**	**-**	**45.00**	**-**	**45.00**
102 Street Fund Total		**46.00**	**-**	**-**	**46.00**	**-**	**46.00**
103 Street Funding Initiative - Operating Fund						-	-
Operations & Maintenance	Grounds Maintenance Specialist II	2.00	-	-	2.00	-	2.00
	Maintenance Worker II	4.00	-	-	4.00	-	4.00
Operations & Maintenance Total		**6.00**	**-**	**-**	**6.00**	**-**	**6.00**
Streets & Transportation							
	Administrative Assistant	1.00	-	-	1.00	-	1.00
	Civil Engineer	1.00	-	-	1.00	-	1.00
	Engineering Specialist	1.00	-	-	1.00	-	1.00
	Senior Civil Engineer	1.00	-	-	1.00	-	1.00
	Senior Construction Inspector	2.00	-	-	2.00	-	2.00
Streets & Transportation Total		**6.00**	**-**	**-**	**6.00**	**-**	**6.00**
103 Street Funding Initiative - Operating Fund Total		**12.00**	**-**	**-**	**12.00**	**-**	**12.00**
108 CED Grants Fund						-	-
CED	Associate Planner	1.00	-	-	1.00	-	1.00
	Community Development Manager	1.00	-	-	1.00	-	1.00
	Rehabilitation Specialist	1.00	-	-	1.00	-	1.00
	Support Specialist II	1.00	-	(1.00)	-	-	-

CED Total		**4.00**	**-**	**(1.00)**	**3.00**	**-**	**3.00**
108 CED Grants Fund Total		**4.00**	**-**	**(1.00)**	**3.00**	**-**	**3.00**
111 Affordable Housing Fund						-	-
CED	Assistant Planner	1.00	-	-	1.00	-	1.00
	Support Specialist II	-	-	1.00	1.00	-	1.00
CED Total		**1.00**	**-**	**1.00**	**2.00**	**-**	**2.00**
111 Affordable Housing Fund Total		**1.00**	**-**	**1.00**	**2.00**	**-**	**2.00**
151 Fire Fund						-	-
Fire	Administrative Assistant	1.00	-	-	1.00	-	1.00
	Assistant Fire Marshal	1.00	-	-	1.00	-	1.00
	Deputy Fire Chief	3.00	(1.00)	-	3.00	-	3.00
	Deputy Fire Marshal 2	5.00	(1.00)	(1.00)	4.00	-	4.00
	Division Fire Chief	4.00	-	-	4.00	-	4.00
	Financial Analyst	1.00	-	-	1.00	-	1.00
	Fire Battalion Chief	6.00	-	-	6.00	-	6.00
	Fire Captain	34.00	-	-	34.00	-	34.00
	Fire Captain Paramedic	21.00	-	-	21.00	-	21.00
	Fire Chief	1.00	-	-	1.00	-	1.00
	Fire Code Officer	10.00	-	-	10.00	-	10.00
	Fire Marshal	1.00	-	-	1.00	-	1.00
	Firefighter	74.00	-	-	74.00	-	74.00
	Firefighter Paramedic	60.00	-	-	60.00	-	60.00
	Lead Deputy Fire Marshal	2.00	-	-	2.00	-	2.00
	Management Analyst B	2.00	-	-	2.00	-	2.00
	Resource Service Technician	1.00	-	-	1.00	-	1.00
	Senior Engineering Technician	1.00	-	-	1.00	-	1.00
	Support Specialist I	-	-	0.50	0.50	-	0.50
	Support Specialist III	2.00	-	-	2.00	-	2.00
Fire Total		**230.00**	**(2.00)**	**(0.50)**	**229.50**	**-**	**229.50**
151 Fire Fund Total		**230.00**	**(2.00)**	**(0.50)**	**229.50**	**-**	**229.50**
444 Surface Water Management Fund							
Engineering & Construction Services	Civil Engineer	4.00	-	-	4.00	-	4.00
	Engineering Specialist	2.00	-	-	2.00	-	2.00
	Engineering Technician II	1.00	-	-	1.00	-	1.00
	Environmental Scientist	2.00	-	-	2.00	-	2.00
	Senior Civil Engineer	1.00	-	-	1.00	-	1.00
	Senior Engineering Technician	2.00	-	-	2.00	2.00	4.00
	Utility Engineering Program Manager	1.00	-	-	1.00	-	1.00
Engineering & Construction Services Total		**13.00**	**-**	**-**	**13.00**	**2.00**	**15.00**
Environmental Resources							
	Program Coordinator	3.00	-	-	3.00	-	3.00
	Urban Forester	1.00	-	-	1.00	-	1.00
Environmental Resources Total		**4.00**	**-**	**-**	**4.00**	**-**	**4.00**
Finance & Asset Management	Senior Engineering Technician	2.00	-	-	2.00	-	2.00
Finance & Asset Management Total		**2.00**	**-**	**-**	**2.00**	**-**	**2.00**
Operations & Maintenance	Grounds Maintenance Specialist II	2.00	-	-	2.00	-	2.00
	Maintenance Specialist	2.00	-	-	2.00	-	2.00
	Maintenance Worker II	22.00	-	-	22.00	-	22.00
	Maintenance Worker Lead	7.00	-	-	7.00	-	7.00
	Operations Superintendent	1.00	-	-	1.00	-	1.00
	Public Works Supervisor	3.00	-	-	3.00	-	3.00
Operations & Maintenance Total		**37.00**	**-**	**-**	**37.00**	**-**	**37.00**
444 Surface Water Management Fund Total		**56.00**	**-**	**-**	**56.00**	**2.00**	**58.00**
445 Water Utility Fund						-	-
Engineering & Construction Services	City Surveyor	1.00	-	-	1.00	-	1.00
	Civil Engineer	5.00	-	-	5.00	-	5.00
	Construction and Engineering Manager	1.00	-	-	1.00	-	1.00
	Construction Inspection Specialist	3.00	-	-	3.00	-	3.00
	Construction Inspector II	3.00	-	-	3.00	-	3.00
	Construction Project Coordinator	2.00	-	-	2.00	-	2.00
	Construction Services Manager	-	-	1.00	1.00	-	1.00
	Engineering Program Manager	1.00	-	-	1.00	-	1.00
	Engineering Specialist	2.00	-	-	2.00	-	2.00
	Professional Land Surveyor	1.00	-	-	1.00	-	1.00
	Senior Civil Engineer	4.00	-	-	4.00	-	4.00
	Senior Construction Inspector	6.00	-	-	6.00	-	6.00
	Senior Engineering Technician	2.00	-	-	2.00	-	2.00
	Senior Surveyor	2.00	-	-	2.00	-	2.00
	Support Specialist II	1.00	-	-	1.00	-	1.00
	Support Specialist III	1.00	-	-	1.00	-	1.00
	Survey Specialist	2.00	-	-	2.00	-	2.00
	Surveyor	2.00	-	-	2.00	-	2.00

Engineering & Construction Services Total		39.00	-	1.00	40.00	-	40.00
Environmental Resources							
	Communications Specialist	1.00	-	-	1.00	-	1.00
	Educator	3.00	-	-	3.00	-	3.00
	Facilities Assistant	1.00	-	-	1.00	-	1.00
	Program Coordinator	1.00	-	-	1.00	-	1.00
	Support Specialist II	1.00	-	-	1.00	-	1.00
Environmental Resources Total		7.00	-	-	7.00	-	7.00
Finance & Asset Management	Engineering Specialist	1.00	-	-	1.00	-	1.00
	GIS Supervisor	1.00	-	-	1.00	-	1.00
	Senior Engineering Technician	1.00	-	-	1.00	-	1.00
Finance & Asset Management Total		3.00	-	-	3.00	-	3.00
Operations & Maintenance	Accounting Clerk II	5.00	-	-	5.00	-	5.00
	Computer Support Specialist	1.00	-	-	1.00	-	1.00
	Departmental Aide	0.75	-	-	0.75	-	0.75
	Finance and Logistics Supervisor	1.00	-	-	1.00	-	1.00
	Lead Utility Locator	1.00	-	-	1.00	-	1.00
	Lead Water Treatment Plant Operator	1.00	-	-	1.00	-	1.00
	Maintenance Worker II	15.00	-	-	15.00	-	15.00
	Maintenance Worker Lead	6.00	-	-	6.00	-	6.00
	Operations Manager	1.00	-	-	1.00	-	1.00
	Operations Superintendent	1.00	-	-	1.00	-	1.00
	Public Works Supervisor	3.00	-	-	3.00	-	3.00
	Safety Coordinator	1.00	-	-	1.00	-	1.00
	SCADA Technician	2.00	-	-	2.00	-	2.00
	Senior Accounting Clerk	1.00	-	-	1.00	-	1.00
	Senior Utility Customer Service Representative	1.00	-	-	1.00	-	1.00
	Support Specialist II	4.00	-	-	4.00	-	4.00
	Utilities Administration Manager	1.00	-	-	1.00	-	1.00
	Utility Customer Service Representative	10.50	-	-	10.50	-	10.50
	Utility Electrician	3.00	-	-	3.00	-	3.00
	Utility Locator	4.00	-	-	4.00	-	4.00
	Utility Service Inspector	7.00	-	-	7.00	-	7.00
	Utility Service Supervisor	2.00	-	-	2.00	-	2.00
	Utility Specialist	2.00	-	-	2.00	-	2.00
	Warehouse Specialist	1.00	-	-	1.00	-	1.00
	Warehouse Supervisor	1.00	-	-	1.00	-	1.00
	Warehouse Technician	1.00	-	-	1.00	-	1.00
	Warehouse Worker	2.00	-	-	2.00	-	2.00
	Water Quality Assistant	1.00	-	-	1.00	-	1.00
	Water Quality Coordinator	1.00	-	-	1.00	-	1.00
	Water Quality Technician	3.00	-	-	3.00	-	3.00
	Water Treatment Plant Operator	4.00	-	-	4.00	-	4.00
Operations & Maintenance Total		88.25	-	-	88.25	-	88.25
Public Works Admin	Civil Engineer	1.00	-	-	1.00	-	1.00
	Finance and Asset Manager	1.00	-	-	1.00	-	1.00
	Public Works Director	1.00	-	-	1.00	-	1.00
	Senior Communications Specialist	1.00	-	-	1.00	-	1.00
	Senior Financial Analyst	1.00	-	-	1.00	-	1.00
	Support Specialist III	1.00	-	-	1.00	-	1.00
Public Works Admin Total		6.00	-	-	6.00	-	6.00
445 Water Utility Fund Total		143.25	-	1.00	144.25	-	144.25
475 Sewer Utility Fund						-	-
Engineering & Construction Services	Associate Civil Engineer	1.00	-	-	1.00	-	1.00
	Civil Engineer	4.00	-	-	4.00	-	4.00
	Engineering Specialist	2.00	-	-	2.00	-	2.00
	Engineering Technician II	1.00	-	-	1.00	-	1.00
	Environmental Scientist	1.00	-	-	1.00	-	1.00
	Senior Civil Engineer	2.00	-	-	2.00	-	2.00
	Senior Engineering Technician	3.00	-	-	3.00	-	3.00
Engineering & Construction Services Total		14.00	-	-	14.00	-	14.00
Finance & Asset Management	Senior Engineering Technician	1.00	-	-	1.00	-	1.00
Finance & Asset Management Total		1.00	-	-	1.00	-	1.00
Operations & Maintenance	Chemical Specialist	1.00	-	-	1.00	-	1.00
	Engineering Program Manager	1.00	-	-	1.00	-	1.00
	Inspector	2.00	-	-	2.00	-	2.00
	Maintenance Specialist	2.00	-	-	2.00	-	2.00
	Maintenance Worker II	15.00	-	-	15.00	-	15.00
	Maintenance Worker Lead	4.00	-	-	4.00	-	4.00
	Public Works Supervisor	2.00	-	-	2.00	-	2.00
	Utility Maintenance Mechanic	2.00	-	-	2.00	-	2.00

Operations & Maintenance Total		**29.00**	**-**	**-**	**29.00**	**-**	**29.00**
475 Sewer Utility Fund Total		**44.00**	**-**	**-**	**44.00**	**-**	**44.00**
481 Airport Fund							
City Manager's Office	Airport Manager	1.00	-	-	1.00	-	1.00
	Program Coordinator	-	-	-	-	-	-
City Manager's Office Total		**1.00**	**-**	**-**	**1.00**	**-**	**1.00**
481 Airport Fund Total		**1.00**	**-**	**-**	**1.00**	**-**	**1.00**
483 Building Inspection Fund							
CED	Assistant Building Official	1.00	-	-	1.00	-	1.00
	Building Inspector III	14.00	-	-	14.00	-	14.00
	Building Official	1.00	-	-	1.00	-	1.00
	Computer Support Specialist	2.00	-	-	2.00	-	2.00
	Customer Service Representative	-	-	-	-	-	-
	Development Review Division Manager	1.00	-	-	1.00	-	1.00
	Financial Analyst	1.00	-	-	1.00	-	1.00
	Lead Permits Specialist	1.00	-	-	1.00	-	1.00
	Management Analyst A	1.00	-	-	1.00	-	1.00
	Permit Center Supervisor	1.00	-	-	1.00	-	1.00
	Permits Specialist II	8.00	-	-	8.00	-	8.00
	Plans Examiner I	1.00	-	-	1.00	-	1.00
	Plans Examiner II	1.00	-	-	1.00	-	1.00
	Plans Examiner III	3.00	-	-	3.00	-	3.00
	Plans Examiner IV	1.00	-	-	1.00	-	1.00
CED Total		**37.00**	**-**	**-**	**37.00**	**-**	**37.00**
483 Building Inspection Fund Total		**37.00**	**-**	**-**	**37.00**	**-**	**37.00**
490 Solid Waste Fund							
Environmental Resources							
	Environmental Services Manager	1.00	-	-	1.00	-	1.00
	Solid Waste Analyst	2.00	-	-	2.00	-	2.00
	Solid Waste Supervisor	1.00	-	-	1.00	-	1.00
	Support Specialist II	1.00	-	-	1.00	-	1.00
	Support Specialist III	1.00	-	-	1.00	-	1.00
Environmental Resources Total		**6.00**	**-**	**-**	**6.00**	**-**	**6.00**
490 Solid Waste Fund Total		**6.00**	**-**	**-**	**6.00**	**-**	**6.00**
491 Parking Services Fund							
CED	Administrative Assistant	1.00	-	-	1.00	-	1.00
	Parking Enforcement Officer	2.00	-	-	2.00	-	2.00
	Parking Maintenance Worker	1.00	-	-	1.00	-	1.00
	Parking Manager	1.00	-	-	1.00	-	1.00
	Parking Officer	4.00	-	-	4.00	-	4.00
	Parking Supervisor	1.00	-	-	1.00	-	1.00
	Support Specialist III	-	-	0.50	0.50	-	0.50
CED Total		**10.00**	**-**	**0.50**	**10.50**	**-**	**10.50**
491 Parking Services Fund Total		**10.00**	**-**	**0.50**	**10.50**	**-**	**10.50**
504 Equipment Services Operations Fund							
Operations & Maintenance	Emergency Equipment Mechanic	2.00	-	-	2.00	-	2.00
	Emergency Equipment Supervisor	1.00	-	-	1.00	-	1.00
	Equipment Mechanic Supervisor	2.00	-	-	2.00	-	2.00
	Equipment Superintendent	1.00	-	-	1.00	-	1.00
	Management Analyst B	1.00	-	-	1.00	-	1.00
	Mechanic	8.00	-	-	8.00	-	8.00
	Senior Emergency Equipment Mechanic	1.00	-	-	1.00	-	1.00
	Senior Mechanic	2.00	-	-	2.00	-	2.00
	Senior Vehicle Parts Specialist	1.00	(1.00)	-	1.00	-	1.00
	Support Specialist II	1.00	-	-	1.00	-	1.00
	Vehicle Parts Specialist	1.00	-	-	1.00	-	1.00
	Vehicle Parts Specialist Fire	1.00	-	-	1.00	-	1.00
	Vehicle Service Worker I	1.00	-	-	1.00	-	1.00
	Vehicle Service Worker II Fire	1.00	-	-	1.00	-	1.00
Operations & Maintenance Total		**24.00**	**(1.00)**	**-**	**24.00**	**-**	**24.00**
504 Equipment Services Operations Fund Total		**24.00**	**(1.00)**	**-**	**24.00**	**-**	**24.00**
508 Grounds and Facilities Services Fund						-	-
Engineering & Construction Services	Capital Projects Manager	1.00	-	1.00	2.00	(1.00)	1.00
Engineering & Construction Services Total		**1.00**	**-**	**1.00**	**2.00**	**(1.00)**	**1.00**
Operations & Maintenance							
	Building Repair Specialist	2.00	-	-	2.00	-	2.00
	Electrician	2.00	-	-	2.00	-	2.00
	Facilities Maintenance Specialist I	1.00	-	-	1.00	-	1.00
	Facilities Maintenance Specialist II	2.00	-	-	2.00	-	2.00
	General Services Manager	-	-	1.00	1.00	-	2.00
	Grounds Maintenance Specialist II	5.00	-	-	5.00	-	5.00
	HVAC Technician	2.00	-	-	2.00	-	2.00
	Lead Facilities Maintenance Specialist	1.00	-	-	1.00	-	1.00

Operations & Maintenance	Maintenance Worker II	8.00	-	-	8.00	-	8.00
	Maintenance Worker Lead	4.00	(2.00)	-	4.00	-	4.00
	Operations Superintendent	2.00	-	-	2.00	-	2.00
	Property Management Specialist	1.00	-	-	1.00	-	1.00
	Public Works Supervisor	4.00	-	1.00	5.00	-	6.00
Operations & Maintenance Total		**34.00**	**(2.00)**	**2.00**	**36.00**	**-**	**36.00**
508 Grounds and Facilities Services Fund Total		**35.00**	**(2.00)**	**3.00**	**38.00**	**-**	**37.00**
509 Self-Insured Worker's Comp & Liability Fund						-	-
Risk	Management Analyst B	1.00	-	-	1.00	-	1.00
	Risk Analyst A	1.00	-	-	1.00	-	1.00
	Risk and Safety Manager	1.00	-	-	1.00	-	1.00
	Safety Officer	1.00	-	-	1.00	-	1.00
	Worker's Compensation Analyst	1.00	-	-	1.00	-	1.00
Risk Total		**5.00**	**-**	**-**	**5.00**	**-**	**5.00**
509 Self-Insured Worker's Comp & Liability Fund Total		**5.00**	**-**	**-**	**5.00**	**-**	**5.00**
510 Internal Administrative Services Fund							
Finance	Accountant A	2.00	-	-	2.00	-	2.00
	Accountant B	2.00	-	1.00	3.00	-	3.00
	Accountant C	3.00	-	-	3.00	-	3.00
	Accounting Manager	1.00	-	-	1.00	-	1.00
	Budget Analyst	1.00	-	-	1.00	-	1.00
	Business Intelligence Analyst	1.00	-	-	1.00	-	1.00
	Chief Financial Officer	1.00	-	-	1.00	-	1.00
	Customer Service Representative	3.00	-	-	3.00	-	3.00
	Deputy Finance Director	1.00	-	-	1.00	-	1.00
	Finance Supervisor II	1.00	(0.50)	-	1.00	-	1.00
	Internal Auditor	1.00	-	-	1.00	-	1.00
	IT Systems Analyst C	1.00	-	-	1.00	-	1.00
	Mail Room Assistant	1.00	-	-	1.00	-	1.00
	Payroll Analyst	2.00	-	-	2.00	-	2.00
	Payroll Manager	1.00	-	-	1.00	-	1.00
	Performance Analyst D	1.00	-	-	1.00	-	1.00
	Procurement Manager	1.00	-	-	1.00	-	1.00
	Procurement Specialist	4.00	(1.00)	-	4.00	-	4.00
	Public Records Officer	1.00	-	-	1.00	-	1.00
	Records Specialist	1.00	-	-	1.00	-	1.00
	Records Supervisor	1.00	-	-	1.00	-	1.00
	Senior Accounting Clerk	7.00	(0.50)	-	7.00	-	7.00
	Senior Budget Analyst	2.00	-	-	2.00	-	2.00
	Senior Procurement Specialist	2.00	-	-	2.00	-	2.00
	Support Specialist I	-	-	-	-	-	-
	Support Specialist III	2.00	-	-	2.00	-	2.00
	Treasurer	1.00	-	-	1.00	-	1.00
Finance Total		**45.00**	**(2.00)**	**1.00**	**46.00**	**-**	**46.00**
Human Resources	Benefits Analyst	1.00	-	-	1.00	-	1.00
	Classification and Compensation Analyst	1.00	-	-	1.00	-	1.00
	Departmental Aide	0.80	-	-	0.80	-	0.80
	Employee and Labor Relations Analyst	2.00	-	-	2.00	-	2.00
	HR Deputy Director	1.00	-	-	1.00	-	1.00
	HRIS/Leave Analyst	1.00	-	1.00	2.00	-	2.00
	Human Resources Assistant	6.00	-	-	6.00	-	6.00
	Human Resources Director	1.00	-	-	1.00	-	1.00
	Support Specialist II	-	-	1.00	1.00	-	1.00
	Training and Development Specialist	1.00	-	-	1.00	-	1.00
Human Resources Total		**14.80**	**-**	**2.00**	**16.80**	**-**	**16.80**
Information Technology							
	Computer Support Specialist	4.00	-	-	4.00	-	4.00
	Computer Technician Supervisor	1.00	-	-	1.00	-	1.00
	Help Desk Specialist	2.00	-	-	2.00	-	2.00
	Information Technology Director	1.00	-	-	1.00	-	1.00
	IT Application Services Manager	1.00	-	-	1.00	-	1.00
	IT Systems Analyst B	1.00	-	-	1.00	-	1.00
	IT Systems Analyst C	7.00	(1.75)	(0.25)	6.75	-	6.75
	IT Systems Analyst D	11.75	-	(0.75)	11.00	-	11.00
	IT Technical Services Manager	1.00	-	-	1.00	-	1.00
	Senior Computer Support Specialist	2.00	-	-	2.00	-	2.00
	Support Specialist III	1.00	-	-	1.00	-	1.00
	IT System Administration Supervisor	-	-	1.00	1.00	-	1.00
Information Technology Total		**32.75**	**(1.75)**	**-**	**32.75**	**-**	**32.75**
Legal	Assistant City Attorney III	7.00	-	-	7.00	-	7.00
	Chief Assistant City Attorney	1.00	-	-	1.00	-	1.00
	City Attorney	1.00	-	-	1.00	-	1.00
	Legal Assistant	2.00	-	-	2.00	-	2.00
	Legal Secretary	-	-	-	-	-	-
	Senior Legal Assistant	1.00	-	-	1.00	-	1.00
Legal Total		**12.00**	**-**	**-**	**12.00**	**-**	**12.00**

510 Internal Administrative Services Fund Total	**104.55**	**(3.75)**	**3.00**	**107.55**	**-**	**107.55**
655 City/County Cable TV Fund					-	-
City Manager's Office						
Support Specialist II	1.00	-	-	1.00	-	1.00
Video Producer	2.00	-	-	2.00	-	2.00
Video Services Coordinator	1.00	-	-	1.00	-	1.00
Video Services Manager	1.00	-	-	1.00	-	1.00
City Manager's Office Total	**5.00**	**-**	**-**	**5.00**	**-**	**5.00**
655 City/County Cable TV Fund Total	**5.00**	**-**	**-**	**5.00**	**-**	**5.00**
Grand Total	**1,177.80**	**(20.00)**	**14.00**	**1,191.80**	**1.00**	**1,192.80**

**** Frozen position FTEs are maintained in the budget with no funding. These are listed in the Attachment B for presentation purposes only.***

Capital Projects by Group and Funding Source
City of Vancouver 2021-22 Biennial Budget

Capital Group	Project Name	2021 Budget	2022 Budget	Total 2021-22 Budget
General	Landbridge Irrigation	112,800	-	112,800
	Officer Row Grant House Roof Replacement	-	235,000	235,000
	Officer Row Howard House Roof Replacement	250,000	-	250,000
	Officer Row Sidewalk Repair	-	55,000	55,000
	Operations Center Redevelopment	1,200,000	800,000	2,000,000
	Police HQ Chkalov	1,500,000	10,560,500	12,060,500
	Tower Mall Demo	2,100,000	-	2,100,000
	Interfund	14,028	14,280	28,308
General Total		**5,176,828**	**11,664,780**	**16,841,608**
General - Asset Management	City Hall - Replace/Upgrade Fire Panel	50,000	-	50,000
	City Hall DDC Replacement	175,000	-	175,000
	City Hall Replace VAVs	30,000	-	30,000
	City Hall S2 Access Control Upgrade and Server Install	115,000	-	115,000
	City Hall South Side Window Replacements	-	300,000	300,000
	City Hall Update Server Room Inergen System	80,000	-	80,000
	City Hall Upgrade Video Surveillance	-	50,000	50,000
	Clark County Historic Museum Replace Roof	115,000	-	115,000
	Contingency	137,000	136,500	273,500
	Esther Short Reconfiguration of Storage and Pump house location	50,000	-	50,000
	Esther Short Seal and Paint Bell Tower Brick	-	100,000	100,000
	Firstenburg - Upgrade Fire Panel	50,000	-	50,000
	Firstenburg Add Gym Ventilation	-	150,000	150,000
	Firstenburg Gym Floor Repairs	150,000	-	150,000
	Firstenburg Pool Pumps Motor Replacements	-	15,000	15,000
	Firstenburg Replace Cooling Tower	-	100,000	100,000
	Historic Museum - Upgrade/Replace Electrical Panel and Breaker Switch	12,000	-	12,000
	Marine Park - Paint Picnic Shelter	10,000	-	10,000
	Marine Park - Replace Roof on Restroooms/Picnic Shelter/Boat Landing	15,000	-	15,000
	Marine Park - Upgrade Electrical at Picnic Shelter	5,000	-	5,000
	Marine Park - Upgrade Lighting at Picnic Shelter	5,000	-	5,000
	Marine Park - Upgrade Plumbing Fixtures at Picnic Shelter	10,000	-	10,000
	Marshall Center - Pool Bathroom Plumbing Upgrades	50,000	-	50,000
	Marshall Center - Pool Shower Room Remodel	300,000	-	300,000
	Marshall Center Cooling Tower Replacement	100,000	-	100,000
	Marshall Center Rebuild Elevator	-	125,000	125,000
	Marshall Center Upgrade Heat Recovery System	-	150,000	150,000
	MCC - Replace Boiler	100,000	-	100,000

Capital Group	Project Name	2021 Budget	2022 Budget	Total 2021-22 Budget
	Slocum House New Roof	115,000	-	115,000
	VPD East - Replace HVAC Units	-	250,000	250,000
	VPD East - Replace Roof	-	350,000	350,000
	VPD East Precinct Glass Replacements	120,000	-	120,000
	VPD Evidence Upgrade FDC Sprinkler System	-	50,000	50,000
	VPD Evidence Upgrade Generator Fuel Tank	-	25,000	25,000
	VPD Evidence Upgrade Parking Lot for Seized Vehicles	20,000	-	20,000
	VPD Evidence Upgrade Video Surveillance	15,000	-	15,000
	VPD West - Carpet in Office Areas	-	25,000	25,000
	VPD West - East Lot Pavement	-	495,000	495,000
	VPD West - Hard Surface Flooring	-	25,000	25,000
	VPD West - Heat Pump Units	250,000	-	250,000
	VPD West - North Roof Replacement	350,000	-	350,000
	Interfund	11,257	11,458	22,715
General - Asset Management Total		**2,440,257**	**2,357,958**	**4,798,215**
General - Fire Construction	Contingency	15,000	6,000	21,000
	Fire Boathouse Fire Panel Replacement	20,000	-	20,000
	Fire Boathouse Rodent Control	-	50,000	50,000
	Fire Station 1 (New) Increase Grease Trap	65,000	-	65,000
	Fire Station 1 (old) Decomissioning	120,000	-	120,000
	Fire Station 10 - Paint Exterior, Seal/Re-Paint Masonry	-	50,000	50,000
	Fire Station 10 - Replace Building Gutters	40,000	-	40,000
	Fire Station 11 Development	9,631,407	-	9,631,407
	Fire Station 2 (New) Increase Grease Trap	65,000	-	65,000
	Fire Station 4 - Replace Roof	100,000	-	100,000
	Fire Station 5 Blue Star Range	16,000	-	16,000
	Fire Station 6 Fire Panel Replacement	-	10,000	10,000
	Fire Station 6 Repaint Exterior	-	50,000	50,000
	Fire Station 7 - Upgrade/Replace Fire Panel	10,000	-	10,000
	Fire Station 8 - Paint Exterior, Seal/Re-Paint Masonry	45,000	-	45,000
	Fire Station 9 - Add ADA Restroom	350,000	-	350,000
	Fire Station 9 - Paint Exterior, Seal/Re-Paint Masonry	-	40,000	40,000
	Fire Station 9 - Replace Fire Panel	-	10,000	10,000
	Interfund	6,959	7,084	14,043
General - Fire Construction Total		**10,484,366**	**223,084**	**10,707,450**
Parks	Acquisition - District 2	600,000	100,000	700,000
	District 4 Park Acquisition	4,000,000	-	4,000,000
	Dubois Park Development	30,000	-	30,000
	Esther Short Playground	163,000	-	163,000

Capital Group	Project Name	2021 Budget	2022 Budget	Total 2021-22 Budget
	Jaggy Road Park	-	110,000	110,000
	North Image NH Park Development	250,000	-	250,000
	Oakbrook Park Development	81,000	333,000	414,000
	Peter. S. Ogden Park Development	120,000	590,000	710,000
	Raymond E Shaffer Acquistion	-	1,320,000	1,320,000
	Rose Village Park Development	32,000	500,000	532,000
	Summers Walk Park Development	20,000	-	20,000
	Wy'East Land Exchange	50,000	-	50,000
	Interfund	56,007	57,012	113,019
Parks Total		**5,402,007**	**3,010,012**	**8,412,019**
Transportation/Streets - Street Initiatives	2019 Neighborhood Traffic Management Program	170,000	-	170,000
	2020 Neighborhood Traffic Management Program	170,000	-	170,000
	2021 Neighborhood Traffic Management Program	300,000	-	300,000
	2022 Neighborhood Traffic Management Program	-	300,000	300,000
	Bicycle & Pedestrian Counter Installation	50,000	-	50,000
	Columbia and 13th Signal	431,681	-	431,681
	Devine Pedestrian Improvements - Mill Plain to 18th	864,000	-	864,000
	Main Street	10,000	1,000,000	1,010,000
	Mcloughlin Boulevard Complete Streets Improvements	15,000	-	15,000
	Multi Modal Safety and Accessibility Program	1,050,000	1,050,000	2,100,000
	NE 115th Avenue extension - 16th St. to 18th St.	200,000	-	200,000
	NE 68th Street Sidewalk - City limits to St Johns	100,000	400,000	500,000
	Non-Programmed Safety (Fund 331)	100,000	100,000	200,000
	NTSA REET Administration - Fund 331	25,000	25,000	50,000
	NW Neighborhood Connectivity (Lincoln Sidewalks)	1,000,000	-	1,000,000
	SE 1st Street - 177th Ave to 192nd Ave	-	10,000,000	10,000,000
	SE Tech Center Dr Bike Detection and Traffic Calming on SE 168th Ave	62,000	-	62,000
	Traffic Signal Sustainability2	365,000	365,000	730,000
	Westside Bike Mobility	2,198,000	-	2,198,000
	Interfund	6,390	6,505	12,895
Transportation/Streets - Street Initiatives Total		**7,117,071**	**13,246,505**	**20,363,576**
Transportation/Streets - Transportation	137th Ave Corridor - 49th to Fourth Plain	2,376,604	500,000	2,876,604
	Evergreen Highway Trail Phase II	100,000	-	100,000
	Evergreen Trail - Chelsea to Image	185,090	-	185,090
	Jefferson St - Evergreen to Mill Plain	582,424	-	582,424
	LED Street Light Retrofit	1,615,000	-	1,615,000
	Mill Plain Blvd - 104th to NE Chkalov Dr.	150,501	-	150,501
	Mill Plain Blvd Arrival on Green Improvement Project	92,000	-	92,000
	NE 18th St - 97th Ave to 107th Ave	800,000	-	800,000
	SE 1st St - 164th to 177th	8,738,783	250,000	8,988,783

Capital Group	Project Name	2021 Budget	2022 Budget	Total 2021-22 Budget
	SE 20th Street Median	24,000	-	24,000
	SE Hearthwood & SE 1st St	91,766	-	91,766
	Debt	650,903	640,067	1,290,970
	Interfund	176,411	179,557	355,968
Transportation/Streets - Transportation Total		**15,583,482**	**1,569,624**	**17,153,106**
Surfacewater	Blandford Drive Subbasins LID Retrofits - Grant	81,405	-	81,405
	Burnt Bridge Creek Stormwater Outfall Impact Survey	65,000	104,000	169,000
	Capacity Grant 2020	25,000	-	25,000
	Central Fourth Plain	40,000	65,000	105,000
	Columbia Slope Culvert - Mill Creek	117,590	-	117,590
	Columbia Slope Stormwater Retrofit Evaluation Study	175,000	175,000	350,000
	Columbia Slope Water Quality Monitoring	135,000	50,000	185,000
	Columbia Way to Columbia River Retrofits	12,000	30,000	42,000
	Design Grant - Burton Channel Retrofits	27,684	-	27,684
	East Mill Plain UIC Treatment	30,000	40,000	70,000
	East Orchards Fourth Plain Water Quality Retrofits - Gr	233,000	691,900	924,900
	Expanded Private Stormwater Facility Inspection Progra	110,983	-	110,983
	Fruit Valley Rd (Design)	30,000	-	30,000
	Hearthwood Infiltration Expansion	50,000	250,000	300,000
	Image Infiltration Expansion	-	75,000	75,000
	Land Donation at Arnold Park	10,000	-	10,000
	Local Source Control Partnership	45,000	45,000	90,000
	Lower Grand Industrial Area LID Retrofits	1,043,465	-	1,043,465
	NE Fourth Plain(123rd-131st South) Water Quality Retr	231,000	662,800	893,800
	NE Ross Street LID Retrofit	50,000	904,000	954,000
	NPDES TMDL Watershed Health & Water Quality Moni	110,000	110,000	220,000
	Re-evaluation and Assessment	100,000	150,000	250,000
	SE 17th Street Outfall	300,000	-	300,000
	SE 18th Cir & SE 113th Ave Storm Sewer Upgrade	-	50,000	50,000
	Talton Storm Sewer Extension	9,290	-	9,290
	W 22nd St & Thompson	3,708	70,000	73,708
	WDOT Fee I-205 & Burton Study	155,423	-	155,423
	WSDOT Fees 2020	363,000	363,000	726,000
	Interfund	72,318	73,533	145,851
Surfacewater Total		**3,625,866**	**3,909,233**	**7,535,099**
Wastewater	63rd St Pump Station Re-build / Relocate	600,000	-	600,000
	Basin B-4 Pump Station Removal	-	200,000	200,000
	Broadway - 6th to McLoughlin	420,000	-	420,000
	Broadway PH 2	148,290	-	148,290
	Burnt Bridge Creek Pump Station Upgrade	363,397	600,000	963,397
	Capital Preservation - Collection System	500,000	2,000,000	2,500,000
	Capital Preservation and Compliance	727,000	1,000,000	1,727,000
	Central Vancouver North PH 2	600,000	-	600,000
	Demand Response - Evergreen Highlands SCIP	270,000	250,000	520,000

Capital Group	Project Name	2021 Budget	2022 Budget	Total 2021-22 Budget
	E Vancouver Central (SCIP)	-	3,000,000	3,000,000
	East Interceptor Rehab Ph 1	-	3,200,000	3,200,000
	East Interceptor Rehab Ph 2	-	200,000	200,000
	East Van PH3	1,250,000	-	1,250,000
	East Vancouver - North(392 Parcels)	400,000	1,000,000	1,400,000
	G1 Trunk Interceptor Rehab	800,000	-	800,000
	IR - Interceptor Rehabilitation	-	1,000,000	1,000,000
	Lagoon Aeration Upgrade	3,460,000	2,500,000	5,960,000
	Lagoon Upgrade Engineering Design	505,136	-	505,136
	Main Industrial Pump Station Upgrade	100,000	400,000	500,000
	Marine Park Solids Conveyance Feasibility Study	400,000	-	400,000
	Ne 58th and Andresen Sewer Improvements (SCIP)	720,000	-	720,000
	NE 60th St Sewer Improvements (SCIP)	1,470,000	-	1,470,000
	Oswego Dr Sewer Improvements - Ops	25,000	-	25,000
	Pinebrook Force Main Reroute	-	265,000	265,000
	Port Pump Station Force main Bypass	1,100,000	-	1,100,000
	Process Controls Electronics	2,477,822	500,000	2,977,822
	SE 1st St. 164th to 192nd Ave Design	-	60,000	60,000
	Secondary Clarifier Center Well Upgrade 3, 4, 5	-	200,000	200,000
	Section 30 Arterial Expansion	500,000	-	500,000
	Southside Interceptor Rehab PH 1	700,000	-	700,000
	Southside Interceptor Rehab Ph 2	1,500,000	-	1,500,000
	Southside Interceptor Rehab Ph 3	500,000	1,600,000	2,100,000
	Southside Interceptor Rehab Ph 4	-	2,100,000	2,100,000
	Southside Interceptor Rehab Ph 5	-	250,000	250,000
	Standby Power	100,000	100,000	200,000
	Vista Robles Sewer Improvements (SCIP)	320,000	-	320,000
	Wastewater Collection SCADA	150,000	150,000	300,000
	West Vancouver SCIP (216 homes)	600,000	-	600,000
	Westide Blower	400,000	-	400,000
	Westside Centrifuge Replacement	-	1,000,000	1,000,000
	Westside Electrical Upgrade Design	500,000	750,000	1,250,000
	Westside Schwing Pump Replacement	300,000	-	300,000
	Wye Rehabilitation Phase 2	100,000	100,000	200,000
	Debt	465,600	472,400	938,000
	Interfund	73,094	73,939	147,033
Wastewater Total		**22,545,339**	**22,971,339**	**45,516,678**
Water	17th St to McLoughlin Blvd, F St to I-5 (D-3)	150,000	-	150,000
	4th Plain Blvd and 25th St, Lincoln Ave to Grant St (T-4)	-	475,000	475,000
	4th Plain Blvd., 36th Ave to Lincoln Ave.(T-3)	2,282,060	-	2,282,060
	52nd St - Daniels to Columbia (D-06)	45,000	-	45,000
	99th St Extension, 94th Ave to 104th Ave County	600,000	-	600,000
	Broadway - 9th St to 17th St	375,000	375,000	750,000
	Daniels St - 27th to 33rd (#9)	130,000	-	130,000
	Daniels St. to Main St, 19th St to 4th Plain Blvd	-	900,000	900,000
	E St, 16th St to 22nd St (T-7)	-	475,000	475,000
	Ellsworth Hypo Gen	-	900,000	900,000

Capital Group	Project Name	2021 Budget	2022 Budget	Total 2021-22 Budget
	Ellsworth New Roof	700,000	-	700,000
	Haagen Park, North of 9th St (T-37)	-	265,000	265,000
	Leak Abatement	920,000	100,000	1,020,000
	Lower Grand Industrial Area	50,000	-	50,000
	NW Lavina St and 42nd St (PR #7)	80,000	580,000	660,000
	O & M Program Electronic Manual	-	300,000	300,000
	Operations Center Redevelopment	1,800,000	1,200,000	3,000,000
	PRV Flowmeters/SCADA System Connections	-	112,676	112,676
	Rezone Study for Vancouver Low and Vancouver High	-	50,000	50,000
	SCADA Firewall/Security/Data Concent/PLC So	290,000	-	290,000
	SCADA PLC Hardware Upgrade	-	30,000	30,000
	SCADA Software	76,000	-	76,000
	SCIP Coordination Projects	100,000	100,000	200,000
	SE 1st St - Transportation Coordination	355,000	-	355,000
	Sodium Hypo Gen System WS 9	300,000	-	300,000
	VL Rezone South of Water Station 1	-	310,000	310,000
	Water Demand Response	300,000	300,000	600,000
	Water Main NE 49th St-NE 15th Ave to St Johns	1,125,000	-	1,125,000
	Water Station 1 Replace Wells 3, 4, 5	-	1,000,000	1,000,000
	Water Station 1 Twin 4.0 MG Reservoirs and Standpip	6,500,000	-	6,500,000
	Water Station 15 Hypo Gen System	-	650,000	650,000
	Water Station 3 Master Plan	30,000	100,000	130,000
	Water Station 3 Reservoir/Tower/Booster Replace/Hyp	-	500,000	500,000
	Water Station 4 Well 4 Building Replacement	360,000	-	360,000
	Water Station 7 Tower Internal Coating	700,000	-	700,000
	WS 5 Reservoir, Pump, E-Power	5,369,000	13,000,000	18,369,000
	WS 5 to WS 9 Transmission Main	1,170,000	-	1,170,000
	WS 5 Tower Internal Coating	400,000	230,000	630,000
	WS 6 Tower Internal/External Coating	760,000	-	760,000
	WS 7 Hypo Gen System	750,000	-	750,000
	WS 8 Hypo Gen System	350,000	350,000	700,000
	Y Street 32nd to 35th	263,524	-	263,524
	Interfund costs	102,303	103,391	205,694
Water Total		**26,432,887**	**22,406,067**	**48,838,954**
Total Capital Projects Budget		**98,808,103**	**81,358,602**	**180,166,705**

2020 Non-Union Salary Range Schedules			ATTACHMENT D
Positions by Exempt Range	1-1-2020 Annual Salary Ranges		
	Range Start	Range Mid-Point	Top of the Range
23	166,308	191,292	216,276
City Attorney Fire Chief Police Chief			
22	158,388	182,184	205,980
Public Works Director Assistant City Manager			
21	150,840	173,508	196,176
Chief Financial Officer Community and Economic Development Director Human Resources Director Information Technology Director Parks and Recreation Director Economic Development Division Manager			
20	143,664	165,246	186,828
Assistant Police Chief Deputy Fire Chief			
19	136,848	157,386	177,924
Chief Assistant City Attorney			
18	130,080	149,586	169,092
17	123,564	142,110	160,656
HR Deputy Director Deputy Finance Director Construction and Engineering Manager Operations Manager Streets and Transportation Manager			
16	117,408	135,006	152,604
Assistant City Attorney III City Prosecutor Communications Director			

	Range Start	Range Mid-Point	Top of the Range
Fire Marshal IT Application Services Manager IT Technical Services Manager Program and Policy Development Manager General Services Manager Director of Diversity, Equity and Inclusion			
15	111,516	128,244	144,972
Development Review Division Manager Economic Development Division Manager Recreation Services Manager Construction Services Manager			
14	105,948	121,842	137,736
Assistant City Attorney II Treasurer			
13	100,656	115,764	130,872
Accounting Manager Building Official Engineering Program Manager Engineering Manager Finance and Asset Manager Procurement Manager Utility Engineering Program Manager			
12	95,628	109,974	124,320
Airport Manager Emergency Preparedness Manager Risk and Safety Manager Senior Civil Engineer Senior Traffic Engineer Homeless Resource Manager IT System Administration Supervisor			
11	90,840	104,466	118,092
Assistant Building Official City Surveyor			

	Range Start	Range Mid-Point	Top of the Range
Community Development Manager Environmental Services Manager Equipment Superintendent IT Systems Analyst D Long Range Planning Program Manager Operations Superintendent Utilities Administration Manager Assistant Fire Marshal GIS Manager			
10	86,292	99,246	112,200
Capital Projects Manager Land Use Program Manager Performance Analyst D Principal Planner Senior Policy Analyst Senior Transportation Policy Advisor			
9	81,984	94,284	106,584
Benefits Administrator Business Intelligence Analyst Civil Engineer IT Systems Analyst C Parking Manager Payroll Manager Professional Land Surveyor Recreation Facility Manager Senior Budget Analyst Traffic Engineer Video Services Manager Strategic Communications Manager GIS Supervisor Public Engagement Manager			
8	77,868	89,550	101,232
Assistant City Attorney I Benefits Analyst			

	Range Start	Range Mid-Point	Top of the Range
Environmental Scientist Employee and Labor Relations Analyst Senior Financial Analyst IT Systems Analyst B Police Records Manager Property Management Specialist Senior Planner Training and Development Specialist Internal Auditor			
7	73,992	85,092	96,192
Associate Civil Engineer Budget Analyst Senior Communications Specialist Emergency Equipment Supervisor Equipment Mechanic Supervisor Finance and Logistics Supervisor Senior Park Developer Permit Center Supervisor Safety Officer Technical Engineering Supervisor Worker's Compensation Analyst			
6	70,284	80,826	91,368
Accountant C Classification and Compensation Analyst Finance Supervisor II Financial Analyst HRIS/Leave Analyst Management Analyst B Recreation Services Supervisor Safety Coordinator Solid Waste Supervisor Special Events Manager Urban Forester Volunteer Coordinator			

	Range Start	Range Mid-Point	Top of the Range
5	66,780	76,794	86,808
Associate Planner Park Developer Utility Service Supervisor CTR Coordinator Senior Procurement Specialist			
4	63,456	72,960	82,464
Administrative Assistant to the City Manager Evidence Supervisor IT Systems Analyst A Records Supervisor Senior Legal Assistant Police Records Supervisor			
3	60,264	69,300	78,336
2	57,252	65,838	74,424
Construction Project Coordinator			
1	52,776	60,702	68,628
Parking Supervisor			

	Range Start	Range Mid-Point	Top of the Range
Positions by Non-Exempt Range	**1-1-2020 Annual Salary Ranges**		
	Range Start	**Range Mid-Point**	**Top of the Range**
13	$ 78,336	$ 88,128	$ 97,920
Senior Digital Forensics Investigator Computer Technician Supervisor			
12	$ 74,448	$ 83,742	$ 93,036
11	$ 70,716	$ 79,542	$ 88,368
Senior Computer Support Specialist			
10	$ 67,356	$ 75,768	$ 84,180
Neighborhood Coordinator Solid Waste Analyst Digital Forensics Investigator			
9	$ 64,008	$ 71,994	$ 79,980
Accountant B Citizen Liaison Communications Specialist Computer Support Specialist Educator Help Desk Specialist Web Content Manager			
8	$ 60,792	$ 68,388	$ 75,984
Assistant to the City Council Material Control Coordinator Video Producer Procurement Specialist			
7	$ 57,732	$ 64,956	$ 72,180
Administrative Assistant Assistant Planner Assistant Financial Analyst Human Resources Assistant Program Coordinator			

	Range Start	Range Mid-Point	Top of the Range
Risk Analyst A Video Services Coordinator Management Analyst A			
6	$ 54,864	$ 61,722	$ 68,580
Accountant A Communications Coordinator			
5	$ 52,104	$ 58,614	$ 65,124
Resources Service Technician			
4	$ 49,500	$ 55,692	$ 61,884
Support Specialist III Volunteer Program Assistant			
3	$ 46,932	$ 52,788	$ 58,644
2	$ 44,664	$ 50,262	$ 55,860
Support Specialist II			
1	$ 42,432	$ 47,748	$ 53,064

Departmental Aide	$ 27,577	$ 30,759	$ 33,942

Interstate Bridge Replacement Program
Executive Steering Committee Mtg #1

CITY OF
Vancouver
WASHINGTON

November 16th, 2020

Executive Steering Group Mtg #1 participants list

Organization	Representative	Organization	Representative
ODOT	Director Kris Strickler	RTC	Chair Scott Hughes
WSDOT	Secretary Roger Millar	City of Vancouver	Mayor Anne McEnerny-Ogle
C-TRAN	CEO Shawn Donaghy	City of Portland	Mayor Ted Wheeler's office
TriMet	CEO Doug Kelsey	Port of Portland	Chief Public Affairs Officer Kristen Leonard
Metro	President Lynn Peterson	Port of Vancouver	CEO Julianna Marler

CITY OF Vancouver WASHINGTON

ESG Mtg #1 – November 6th, 2020 - Agenda

- **Kicking off the ESG Process**
  - Frame out value and purpose for ESG as it relates to the overall Program
  - Provide high-level IBRP update
  - Share and give feedback on proposed ESG Planning Calendar
  - Review and discuss the ESG draft charter

- **Equity Considerations and Standing Up a Community Forum**
  - Overview of equity considerations and proposed approach
  - Convening the Community Advisory Group (CAG), including proposed purpose, representation, and membership process
  - Proposed topics, major milestones, and timeframes

CITY OF Vancouver WASHINGTON

ESG Mtg #2 – November 30th, 2020 - Agenda

- **Striving to Finalize and Adopt the ESG Charter**

- **Continue Discussions on Equity Considerations and Standing up a Community Forum**

- **Building Familiarity with the IBRP NEPA Process**
  - **Developing Purpose and Needs**
  - **Developing Vision and Values**

CITY OF Vancouver WASHINGTON

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MEMORANDUM

DATE: November 16, 2020

TO: Mayor and Council

FROM: Mayor Anne McEnerny-Ogle

RE: **Interstate Bridge Replacement Program – Executive Steering Group Meeting #1**

The first meeting of the Executive Steering Group (ESG) for the Interstate Bridge Replacement Program (IBRP) occurred on Friday, November 6th. Mayor McEnerny-Ogle and City Manager Eric Holmes represented the City of Vancouver at the meeting, supported by Rebecca Kennedy, Long Range Planning Manager, and Aaron Lande, Senior Policy Analyst.

The ESG consists of the parties with a direct role in any future improvements, due to their positions within the integrated multi-modal transportation system as an owner, operator, transportation policymaker, or public economic development entity reliant on direct access to operations within the bridge corridor. A full list of ESG partner agencies and their representatives can be found below and on the program website: https://wsdot.wa.gov/projects/i5/interstate-bridge/home. Slides from the November 6th ESG meeting are available on the program website as well.

ESG Meeting #1 Participants List

ODOT	Director Kris Strickler	RTC	Chair Scott Hughes
WSDOT	Secretary Roger Millar	City of Vancouver	Mayor Anne McEnerny-Ogle
C-TRAN	CEO Shawn Donaghy	City of Portland	Mayor Ted Wheeler's office
TriMet	CEO Doug Kelsey	Port of Portland	Chief Public Affairs Officer Kristen Leonard
Metro	President Lynn Peterson	Port of Vancouver	CEO Julianna Marler

ESG members will serve as a regional leadership group representing the interests of their organizations and agencies. They will deliberate based on established values and outcomes, data and public input to make recommendations about IBRP development to IBRP, the Oregon Department of Transportation (ODOT) and the Washington State Department of Transportation (WSDOT), and the Bi-State Legislative Committee. The ESG will meet regularly to guide and validate IBRP work and to advise ODOT and WSDOT on key decisions.

The topics discussed at the November 6th ESG meeting included: standing up the ESG and review of their draft Charter; review of the proposed approach to equity considerations; and review and preliminary endorsement of the Community Advisory Group (CAG) convening framework. The next ESG meeting is scheduled for November 30th and the proposed topics are finalizing the ESG Charter, continuing the equity and CAG conversations, and beginning to discuss the development of the Purpose and Needs and Visions and Values documents.