

A Stronger Vancouver



A STRONGER
VANCOUVER
Investing in our future

CITY OF
Vancouver
WASHINGTON

September 16, 2019
Vancouver City Council
Programs & Outreach Work Session
4:00 – 6:00 p.m.

Objectives for the Session

- Programs and Services
 - Refine
 - Augment
 - Confirm
- Interim Community Feedback

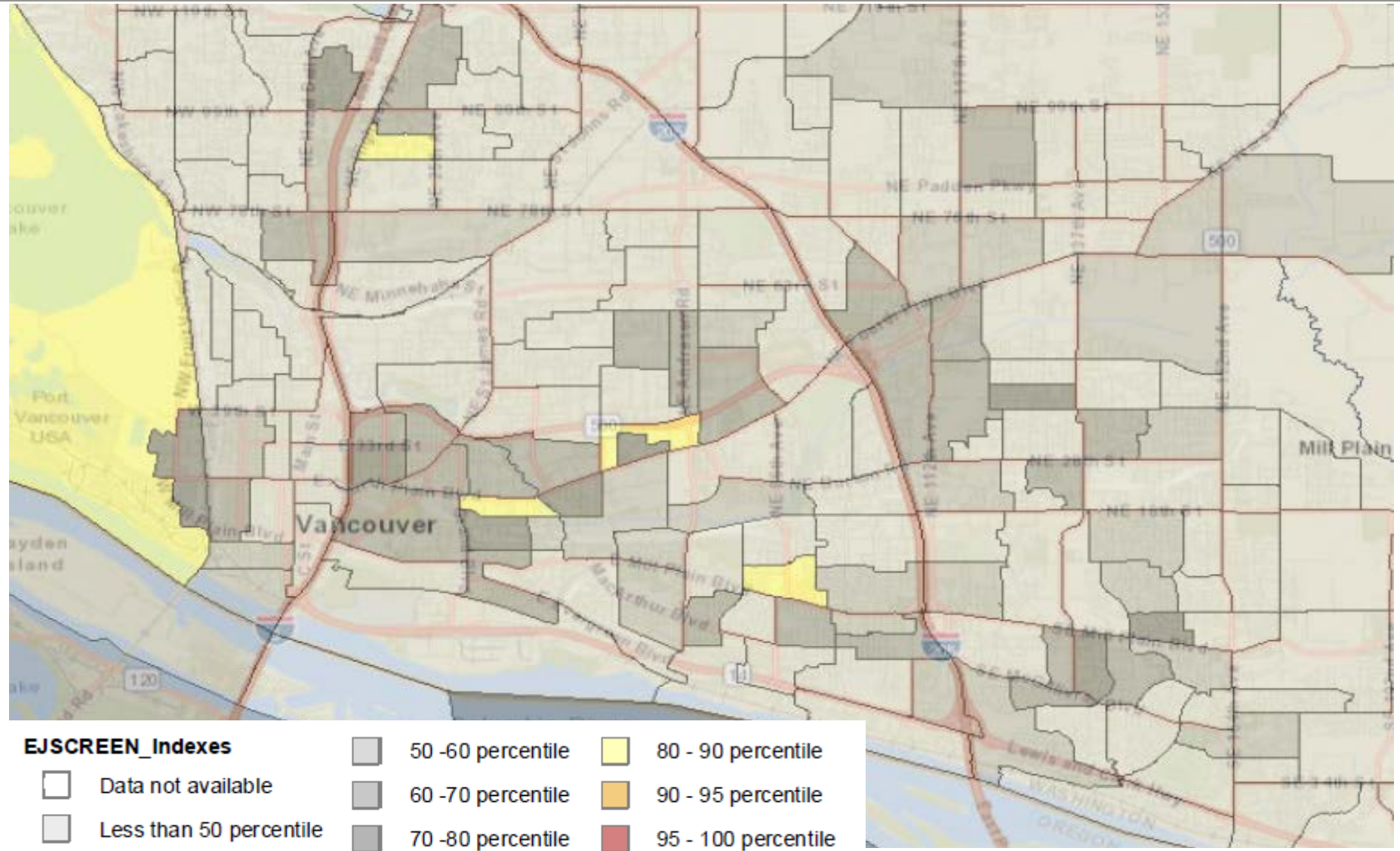


A Stronger Vancouver: Process



Equity Considerations

- Engage Multiple Perspectives
- Attend to Unintended Outcomes
- Communicate
- Evaluate



Stronger Vancouver Framework



ECONOMIC VITALITY

Proactive planning & targeted infrastructure investments

Arts, culture and heritage programs

Homelessness programs and facilities



NEIGHBORHOOD VIBRANCY

Build new and improve current parks

Enhance and expand programs



SAFE COMMUNITY

Improved facilities for first responders

Fire and crime prevention and intervention programs

Traffic safety and mobility

- Programs
 - Neighborhood Vibrancy
 - Economic Vitality
 - Community Safety
- Community Feedback
 - Open Houses
 - Survey



Fitting it Together

Implementation

Phasing

Ballot Timing

Revenue Package

Levy Lid Lift

Business
Revenue

Other Sources

Service Package

Capital Projects

Programs

Program & Services Overview

- **Vibrant Neighborhoods**
- **Economic Vitality**
- **Safe Community**

Vibrant Neighborhoods: Neighborhood Programs

INVESTMENT:

Expand the capacity
of the Office of
Neighborhoods

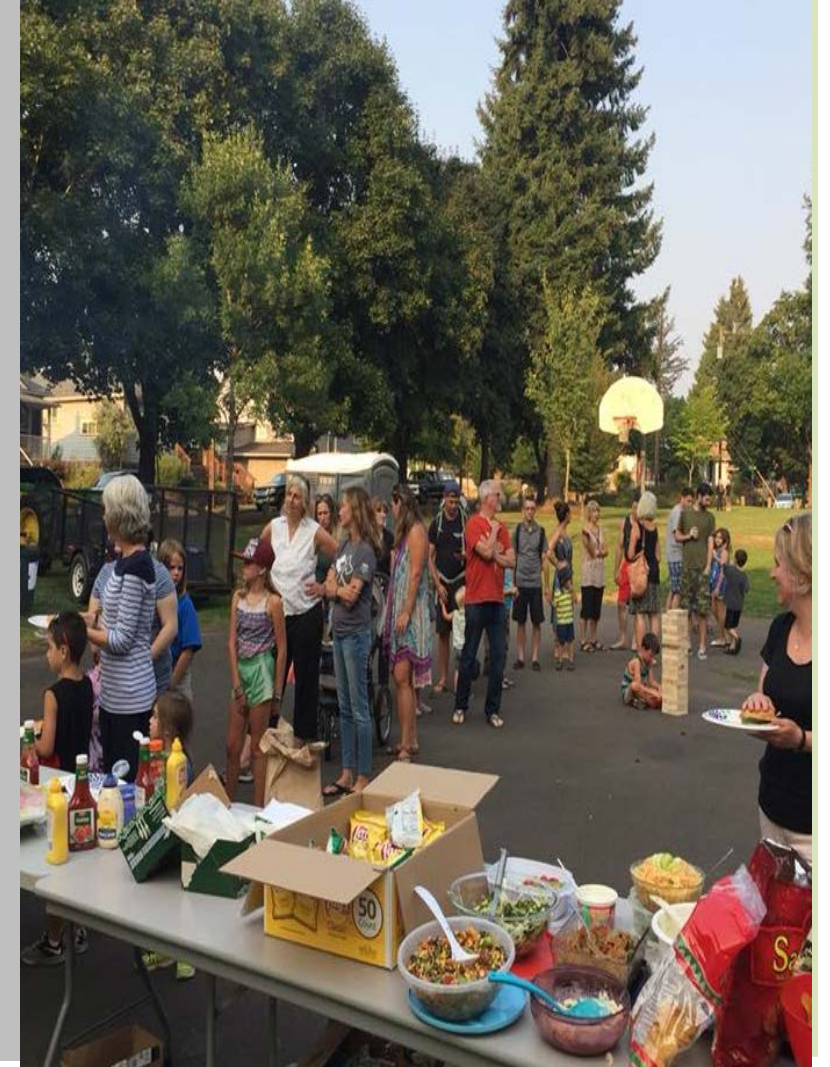
Establish
Neighborhood Grant
Program

OUTCOME:

Increased support of the
City's neighborhood
associations

Improved neighborhood
and livability

~160,000 people served
In 68 neighborhood
associations



Vibrant Neighborhoods

Summary of Parks & Recreation Services

- Expand parks maintenance capacity to meet demand of enhanced/new parks
- Reduce cost barriers to recreation programs
- Implement at-risk youth program
- Expand summer playground program
- Expand citywide special events program
- Establish dedicated multi-lingual outreach program



Economic Vitality: Arts, Culture & Heritage Programs

INVESTMENT:

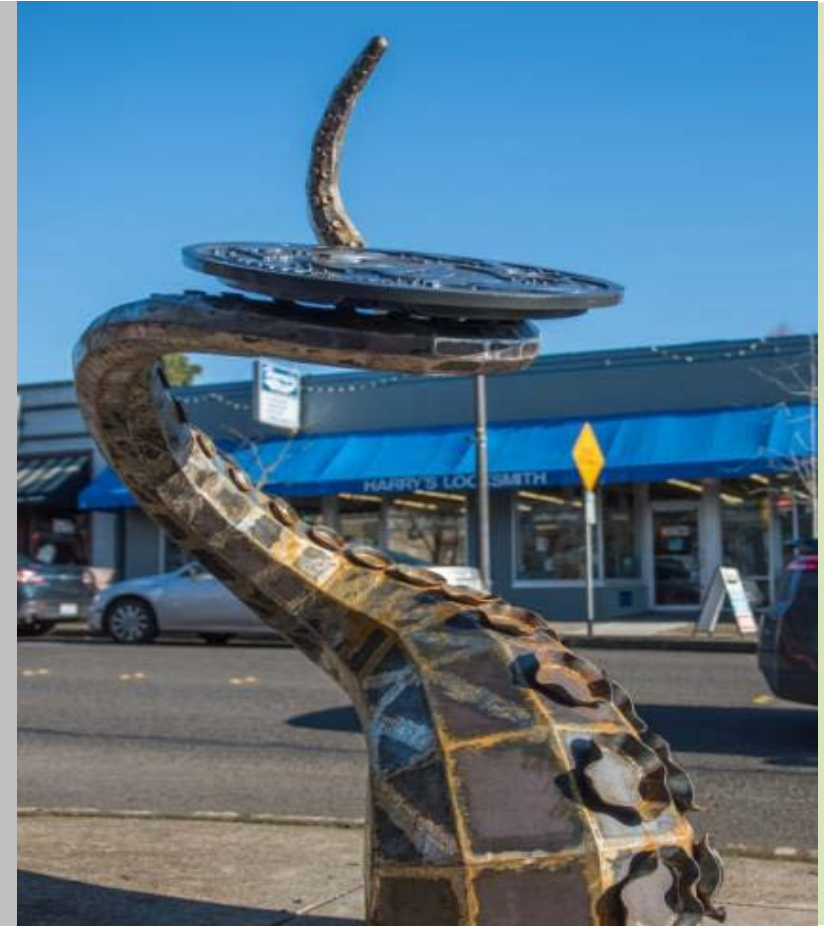
Public art program

Grants for the arts

Cultural programs &
events

OUTCOME:

Increase economic
vitality through support
of arts economy



Economic Vitality: District Planning & Implementation

INVESTMENT:

Proactive District Planning & Program Implementation:

Examples:

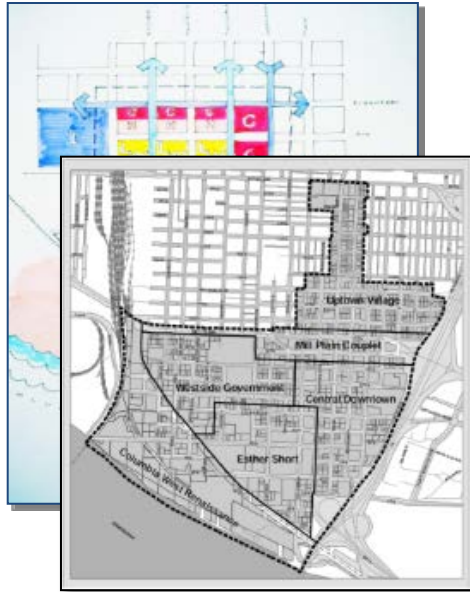
- The Heights
- Section 30
- Lower Grand
- Fourth Plain
- Downtown

OUTCOME:

Increase opportunity for new economic investment and vibrancy in targeted areas throughout the city



City Programs Promote Economic Vitality



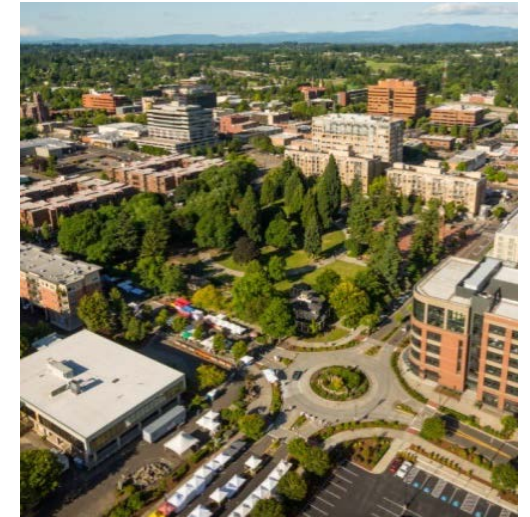
Esther Short
Redevelopment
Plan and VCCV



Esther Street
streetscape
improvements



Adaptive Reuse Program



Revitalized area

District Planning and public investment in infrastructure in programs catalyze private investment and revitalize neighborhoods

Economic Vitality: Investment Areas



Economic Vitality: Key Investment Areas



Service Package Recommendation: Economic Development

Sample Candidate District: **Fourth Plain Corridor**

PLANNING



Fourth Plain Corridor Plans

INFRASTRUCTURE



Safety enhancements;
sidewalk infill projects

PROGRAMS



Small business
technical assistance

Service Package Recommendation: Economic Development

Sample Candidate District: **Fourth Plain Corridor**

PROGRAMS



Murals



PROGRAMS



Community Capacity Building



PROGRAMS



Fourth Plain Multicultural Festival

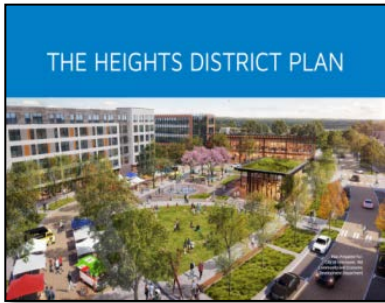
Types of programs

- Pre-lease
- Small business technical assistance
- Adaptive reuse
- Murals
- Storefront improvement
- Community capacity building
- Multi-Family Tax Exemption
- Placemaking
- Multimodal safety solutions

Service Package Recommendation: Economic Development

Sample Candidate District: **The Heights District**

PLANNING



The Heights
District Plan

INFRASTRUCTURE



Public spaces,
safe streets

PROGRAMS

- MFTE expansion
- Locally-owned business retention
- Development agreements
- Multimodal planning
- Transit station improvements
- Design standards and review
- Other TBD

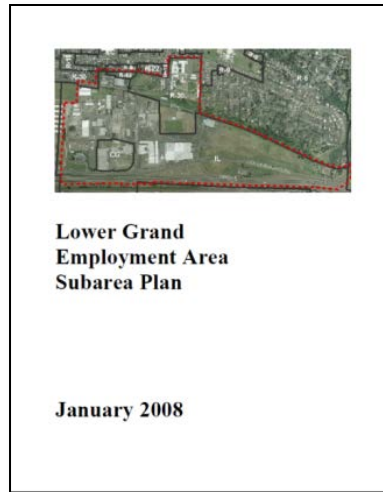
REVITALIZATION



Service Package Recommendation: Economic Development

Sample Candidate District: **Lower Grand Employment Area**

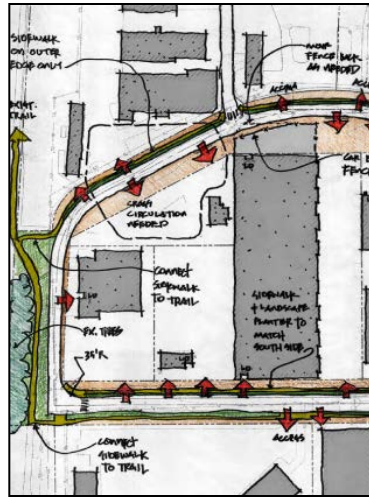
PLANNING



LGEA Subarea Plan



INFRASTRUCTURE



Loop Road improvements



PROGRAMS

- Brownfield grants
- Local business retention
- Development agreements
- 5th Street multimodal designs
- Innovative storm water management



REVITALIZATION

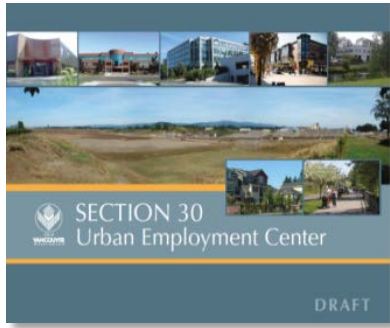


New Office Building

Service Package Recommendation: Economic Development

Sample Candidate District: **Section 30**

PLANNING



Section 30
Subarea Plan

INFRASTRUCTURE



SE 1st Street
Improvements

PROGRAMS

- Business recruitment
- Multimodal planning
- Infrastructure grant funding
- Development agreements
- Others TBD

REVITALIZATION



Future Centers and Corridors Investment Areas



Safety/Economic Vitality: Pedestrian & Bike Programs

INVESTMENT:

- Multimodal planning program
- Citywide pedestrian and bike program

OUTCOME:

- Increase number of residents using transportation alternatives
- Improved safety
- Improved livability
- Reduced congestion
- Reduced environmental impacts



Safety/Economic Vitality: Homeless Services & Response

INVESTMENT:

- Increase capacity to address the needs of homeless “where they are at”
- Homeless Assistance Resource Team (HART)
- Operation of Day Centers and Overnight Shelters

OUTCOME:

- Reduced incidence of homelessness
- Proactive engagement
- Reduced community impacts associated with homelessness



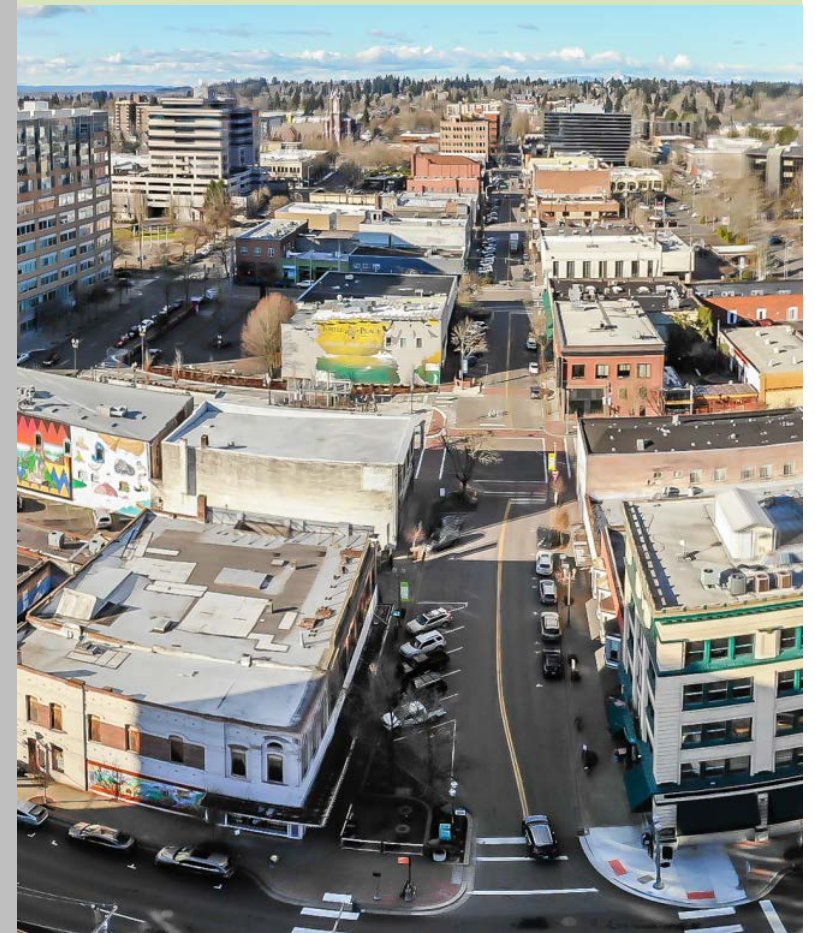
Economic Vitality: A Vibrant Downtown

INVESTMENT:

- Clean and Safe Program Resources
- Main Street activation and beautification
- Marketing and business development

OUTCOME:

- Increase the cleanliness, safety, livability and vibrancy of downtown
- ~9,500 full-time residents served
- ~12,000 daytime employees served
- Increased tourism revenues



Safe Community: Traffic Safety Improvement Program

INVESTMENT:

A citywide traffic safety program

OUTCOME:

Decrease incidence of pedestrian-vehicle collisions

~185,000 people served



Safe Community: Fire/EMS Programs

INVESTMENT:

Four peak rapid response
EMS rescue units

8 paramedics

OUTCOME:

Reduce overall Fire/EMS
system response times and
improve medical care

~250,000 people served



Safe Community: Fire Prevention Programs

INVESTMENT:

Fire Prevention Program

Sprinkler Program
(single-family residential)

OUTCOME:

Reduce incidence of
residential fires, loss
of life & property



Safe Community: Problem-Oriented Policing Unit

INVESTMENT:

Establish a Problem-Oriented Policing Unit

OUTCOME:

Reduce incidence of crime by proactively identifying, addressing trends and causes





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INTERIM PUBLIC ENGAGEMENT UPDATE



INTERACTION WITH 2,200+ RESIDENTS

as of Sept. 13, 2019



17 tabling events



932 online
survey responses



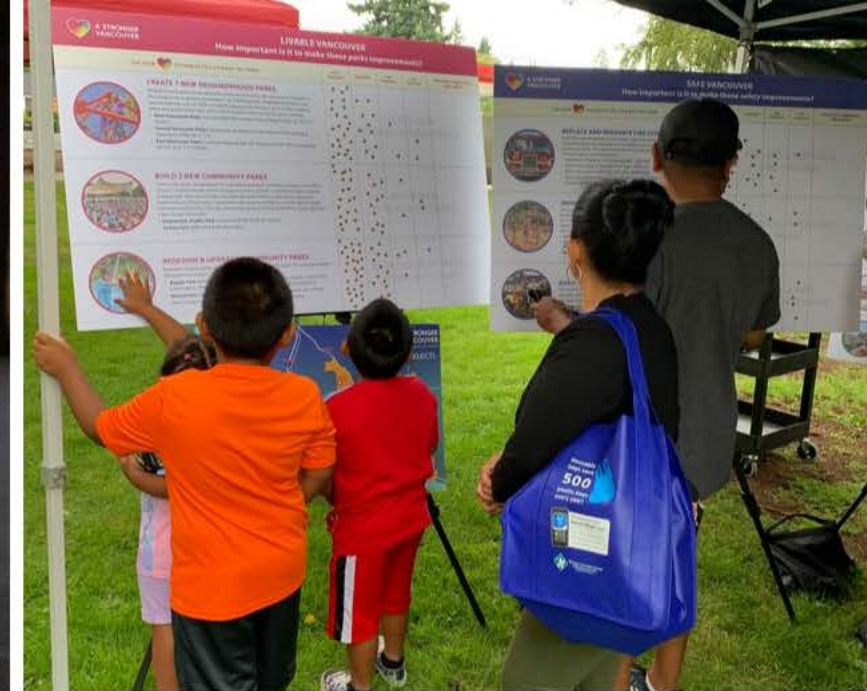
5 focus groups



3 open houses



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KEY THEMES: PROJECTS, PROGRAMS & SERVICES

Homelessness services & response

Public safety improvements

Fourth Plain investments

Upgrade/improve existing parks



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KEY THEMES: FUNDING

Combination of sources

Protect low-income residents & small businesses

Overall, general concern about any increase in taxes

OTHER KEY THEMES

Lack of affordable housing

Rate of growth and development

Traffic congestion

Need for high-wage jobs in Vancouver

Fear of losing “small town” community feel





ONGOING OUTREACH & NEXT STEPS

ONLINE SURVEY

- Closed Sept. 15

DISCUSSION GROUPS WITH DEAF & BLIND/VISUALLY-IMPAIRED RESIDENTS

- Late September

STATISTICALLY VALID SURVEY

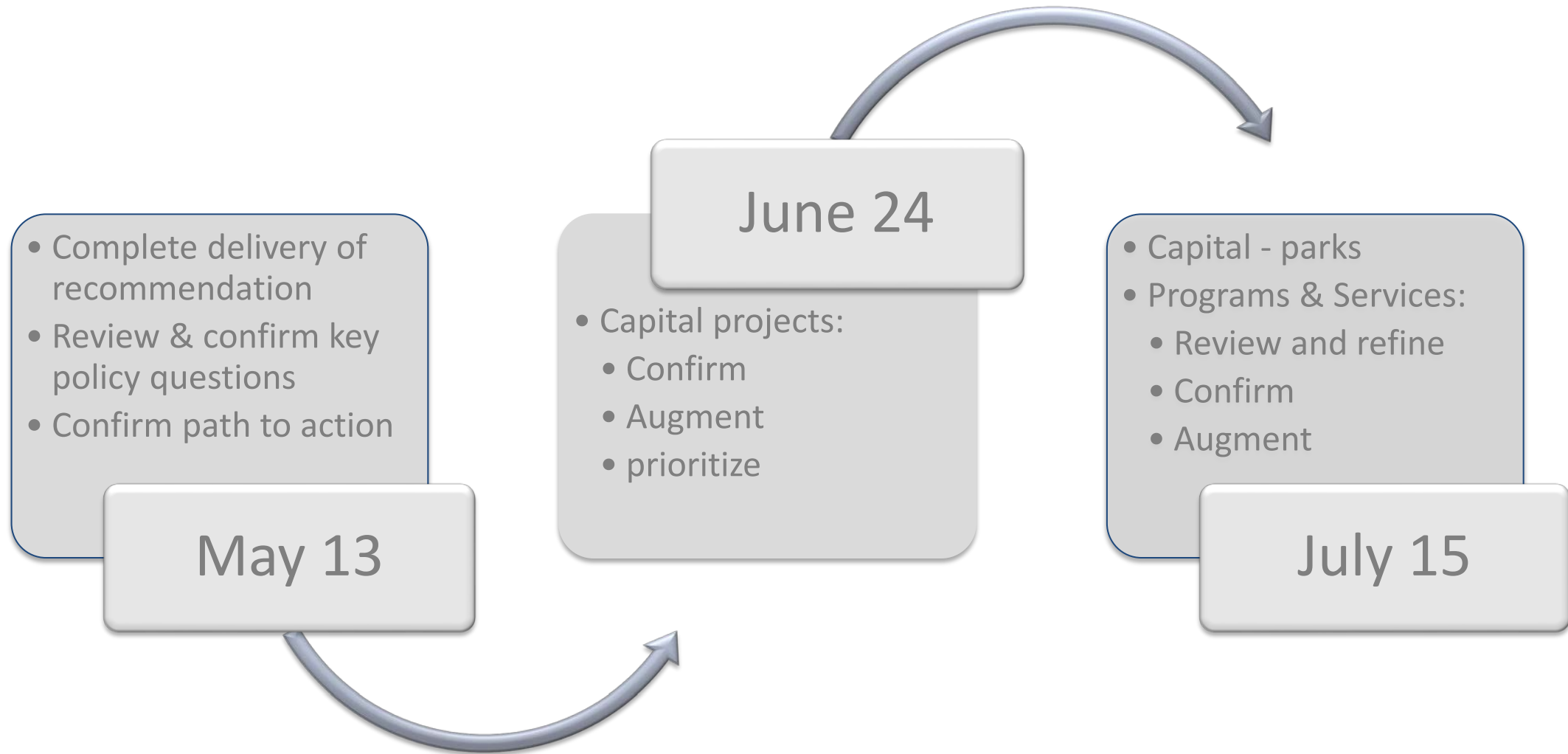
- Completed in October

FINAL PUBLIC ENGAGEMENT REPORT

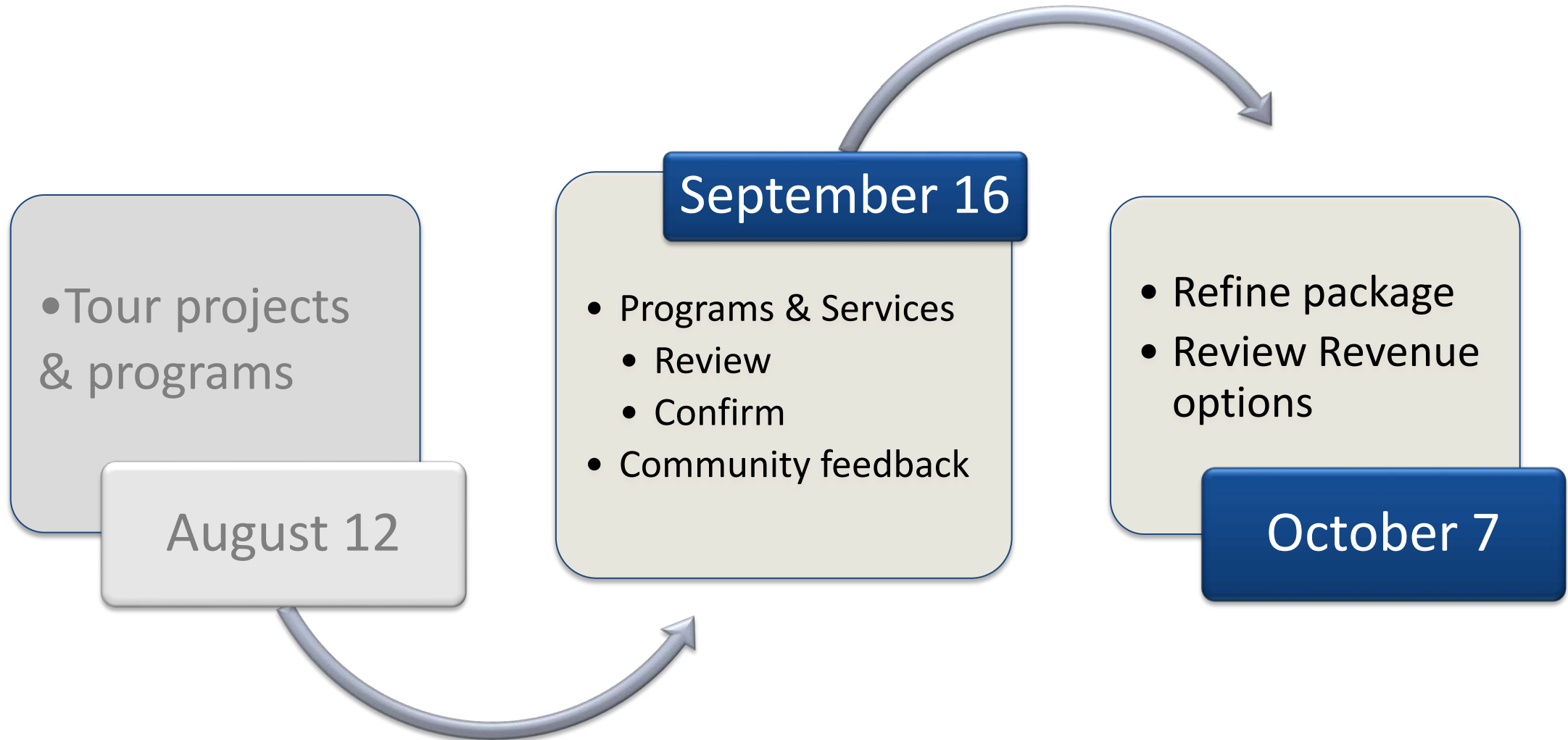
- Oct. 7, 2019



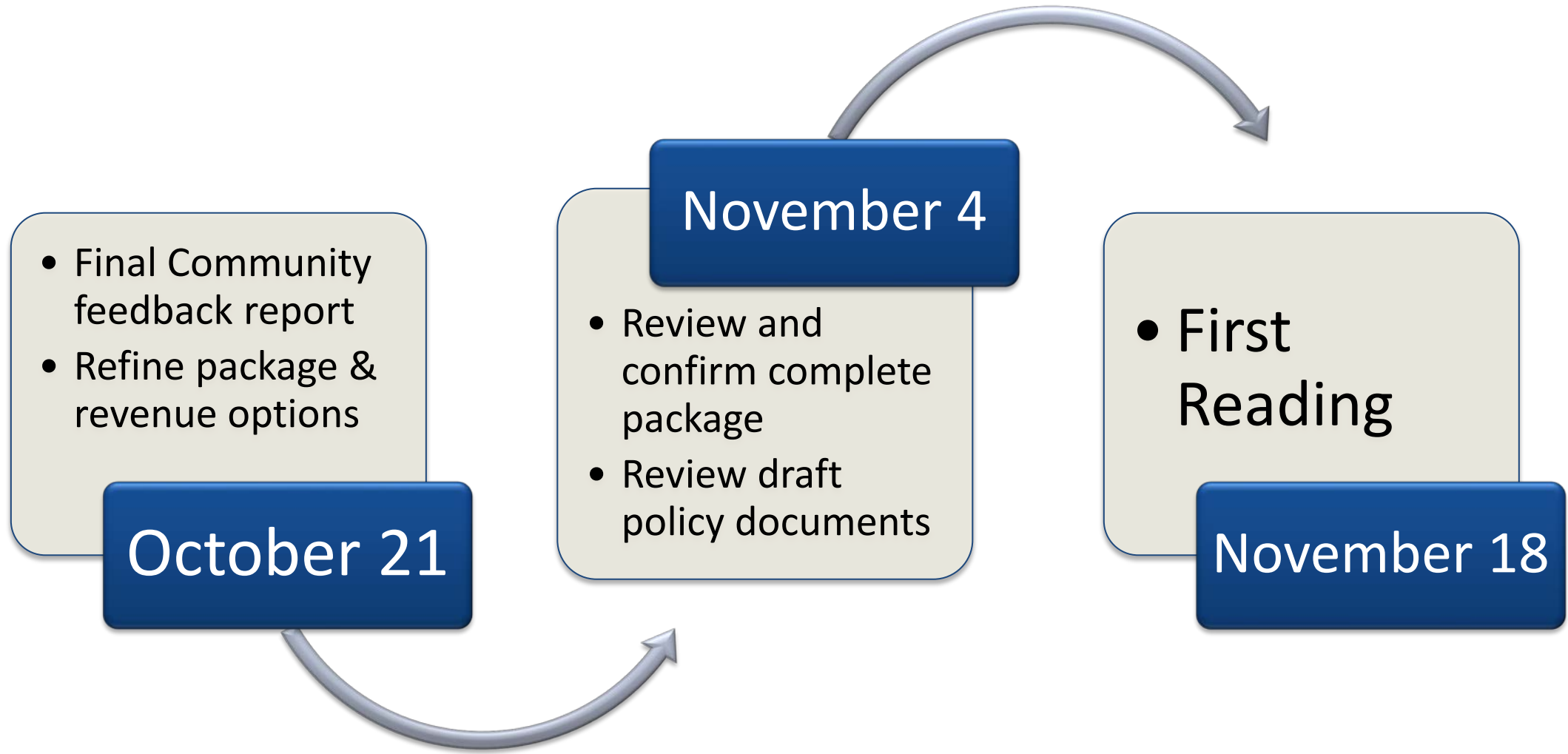
Path to Action



Path to Action



Path to Action



Path to Action

- Second reading/public hearing and adoption

December 2

Programs and Services

- Refine list of programs and services
- Augment as appropriate
- Affirm as foundation for future revenue discussions
- Review interim community feedback

Discussion and Next Steps

- Questions & Discussion
- October 7 Workshop on Revenue Options



Interim Community Engagement & Feedback Update September 16, 2019

This update is intended to provide a high-level overview of key themes and feedback received from public outreach and engagement on the Stronger Vancouver initiative from July-September. Outreach activities will continue through October. Responses and comments received to date are currently being coded and a more detailed analysis, including all public comments received, will be provided in the final feedback report in October.

OVERVIEW

In July 2019, the City of Vancouver embarked on a second phase of public engagement on the Stronger Vancouver initiative in order to gather community feedback on the capital projects, programs and services in the proposed Stronger Vancouver plan. The City is using various outreach strategies – including tabling at community events, open houses, an online survey, discussion groups, focus groups and more – to reach as many members of the community as possible. The goal of the



outreach is to educate and raise awareness about the Stronger Vancouver initiative, gather feedback on how important each of the proposed projects and services are to residents and to hear ideas about the community's priorities for the future of Vancouver. Outreach will continue throughout September, with the results from a statistically-valid survey available in October.

To date, the City has engaged with over 2,200 community members about their priorities and preferences for the future of Vancouver. Key themes heard from residents include strong support for public safety improvements and homeless services, in addition to support for improving parks and investing in the Fourth Plain corridor.

Outreach Category	# of Participants
17 tabling events, 5 focus groups, 3 open houses	1,282
Online Survey	932
2 discussion groups	(scheduled for late-Sept.)
Statistically-valid survey	400 (goal)

TABLING EVENTS

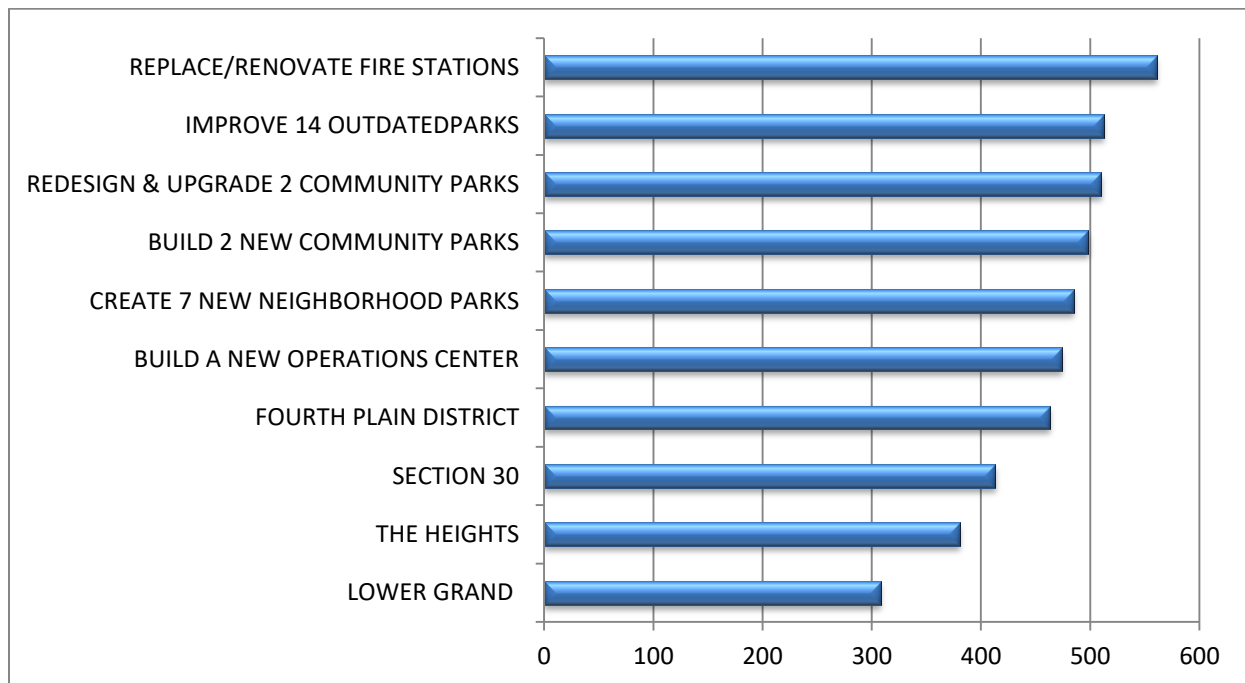
Community Events. City staff hosted a booth/ information table at 15 community events throughout the summer, including concerts and movies in the park, farmers markets, National Night Out and the Multicultural Fair, where we were able to connect with approximately 1,000 community members. The booths included information about A Stronger Vancouver and interactive feedback activities:

15 community events, connecting with 1,000 community members

- 1) An exercise in which participants use stickers to express how important they think each of the proposed capital projects are; and
- 2) An exercise in which participants provided comments and ideas for what they think is important for the future of Vancouver.

Booths were staffed by City staff from Communications, CMO, Parks & Recreation, Community & Economic Development, Public Works, Fire and Police. A list of the outreach events, locations and dates can be found in Appendix A. A high level overview of feedback received at the community events is below.

Capital Projects Exercise. Visitors to the booth were asked to complete an interactive exercise to let the City know how important each of the proposed capital projects are to them. The top three projects indicated as “most important” or “important” to participants in this exercise were: 1) Replacing/renovating fire stations, 2) Improving 14 parks*and 3) Redesigning and upgrading 2 community parks**



*Arnada, Fruit Valley, John Ball, Columbia Lancaster, David Douglas, Father Blanchet, Jaggy Road, Ogden, Oakbrook, Quarnberg, Wintler, Burnt Bridge Creek School, Homestead, Kevanna

**Bagley, Marine

Comments & Ideas. Participants were asked to provide their ideas and comments on what A Stronger Vancouver means to them. Overall, people were largely positive about the initiative and added important comments about projects and programs that they would like to see in the plan. Many participants noted that they value **neighborhood parks and dog parks** and they want to make sure that **parks are safe**. Participants also had many transportation-related comments: several people expressed interest in **expanding light rail access throughout Vancouver** and replacing the **I-5 bridge**. Many participants expressed concerns that **increased development would cause more traffic, gentrification, and displacement**. Community members also frequently brought up the importance of **addressing homelessness**, and they discussed solutions such as **building new homeless shelters** throughout the city. *More details, including all comments received, will be included in the final feedback report in October.*



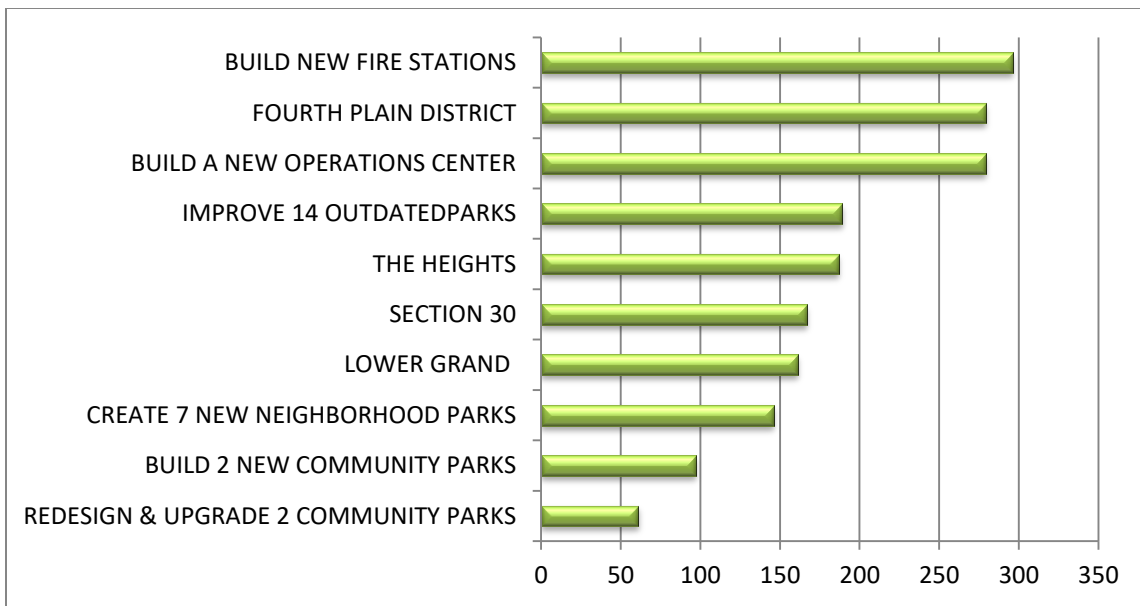
Outreach to Seniors. An information table was set up to connect with senior residents at Luepke and Firstenburg centers to discuss the initiative and obtain feedback on the projects via the interactive board exercises. Many of the seniors we talked to were thrilled that we were asking them for their feedback and once we got talking they were full of ideas, feedback and comments! Major themes heard from this outreach were concerns surrounding the lack of affordable housing and the inability for many seniors to keep up with the cost of living increases, the issue of homelessness and encampments, and the need for improved traffic safety. *More details will be included in the final feedback report in October.*

ONLINE SURVEY

An online survey was open from July–Sept. 15. The survey asked for feedback on the importance of the capital projects, priorities among the capital projects, major funding sources and comments/ideas. The survey was translated into Spanish and Russian. Responses and comments are currently being coded and will be included in the final feedback report in October.

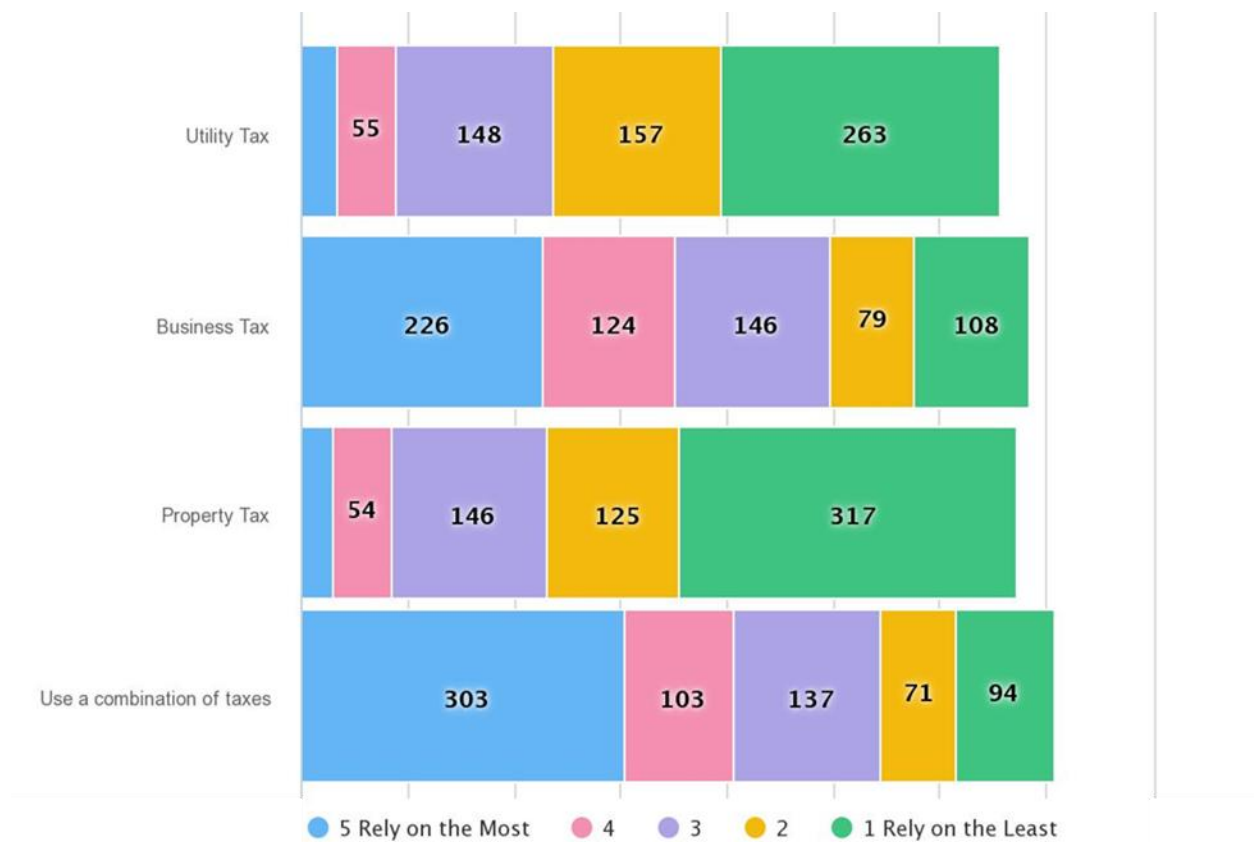
932 survey
responses (as of
Sept. 12)

The top three projects indicated as “very important” or “important” to survey respondents were: 1) Replacing/renovating fire stations, 2) Fourth Plain District investments and 3) Building a new operations center.



Survey respondents were also asked to indicate their highest priority amongst the capital investments, the results are: 1) Renovating & replacing fire stations, 2&3 tied) Fourth Plain District investments and building a new Operations Center.

Revenue sources. When asked which of the below funding sources should be relied on more than others, survey respondents indicated the highest preference for using a combination of funding sources, followed by business tax. Property and utility taxes received the lowest ranking.



Comments & Ideas. Over 250 comments were submitted via an open-ended question included in the survey. Key themes emerging from the comments include homelessness, affordable housing traffic, taking care of existing assets, and a concern over raising taxes. *Open-ended comments are currently being coded and will be detailed in the final feedback report.*

Russian & Spanish Language Survey Responses. To date, there are 30 Russian language and four Spanish language responses to the survey. The low response rate in Spanish is likely due to the fact that many Vancouver community members who speak both English and Spanish have chosen to take the survey in English. *Responses will be detailed in the final feedback report.*

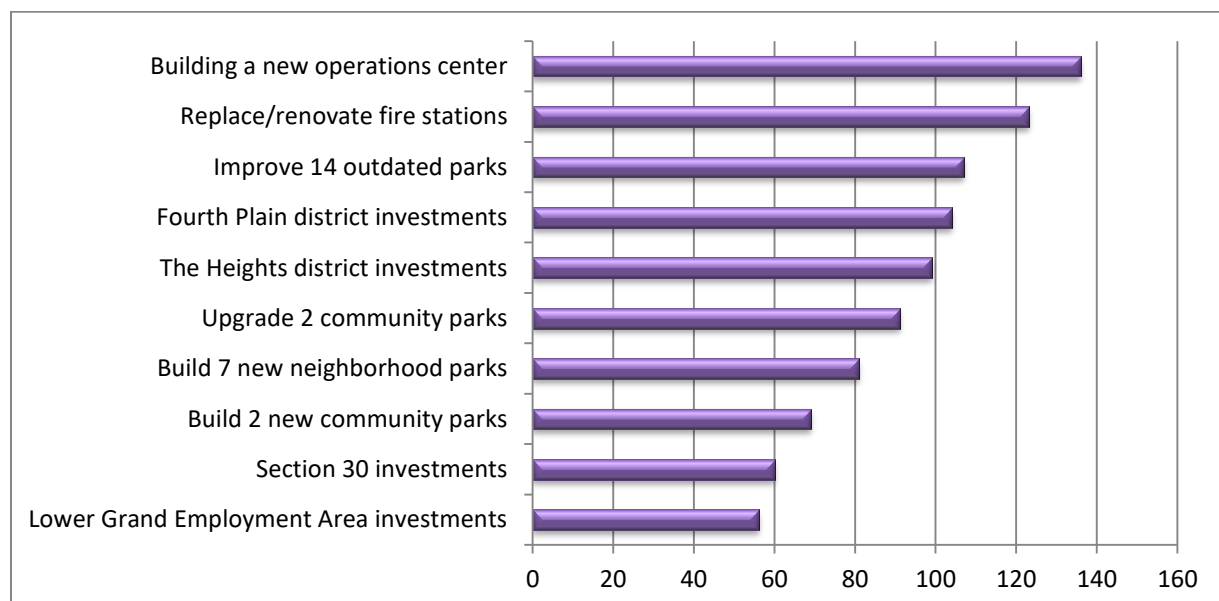
OPEN HOUSES

The open houses provided an opportunity for community members to learn more about the Stronger Vancouver effort in detail and interact with Councilmembers, the City Manager and City staff about the proposed plan. There were three open houses in different locations throughout the city in August. ESL interpretation was advertised as available if requested and American Sign Language (ASL) interpreters were present at all three meetings. At each open house, community members heard a brief presentation from the City Manager and then had the opportunity to go through several informational and interactive stations in which they learned about and provided feedback on the proposed capital projects, programs and services, funding sources, a prioritization exercise, and opportunity to share their ideas and comments. Overall, participants indicated that most of the elements contained in the proposed package were important for the future of Vancouver.

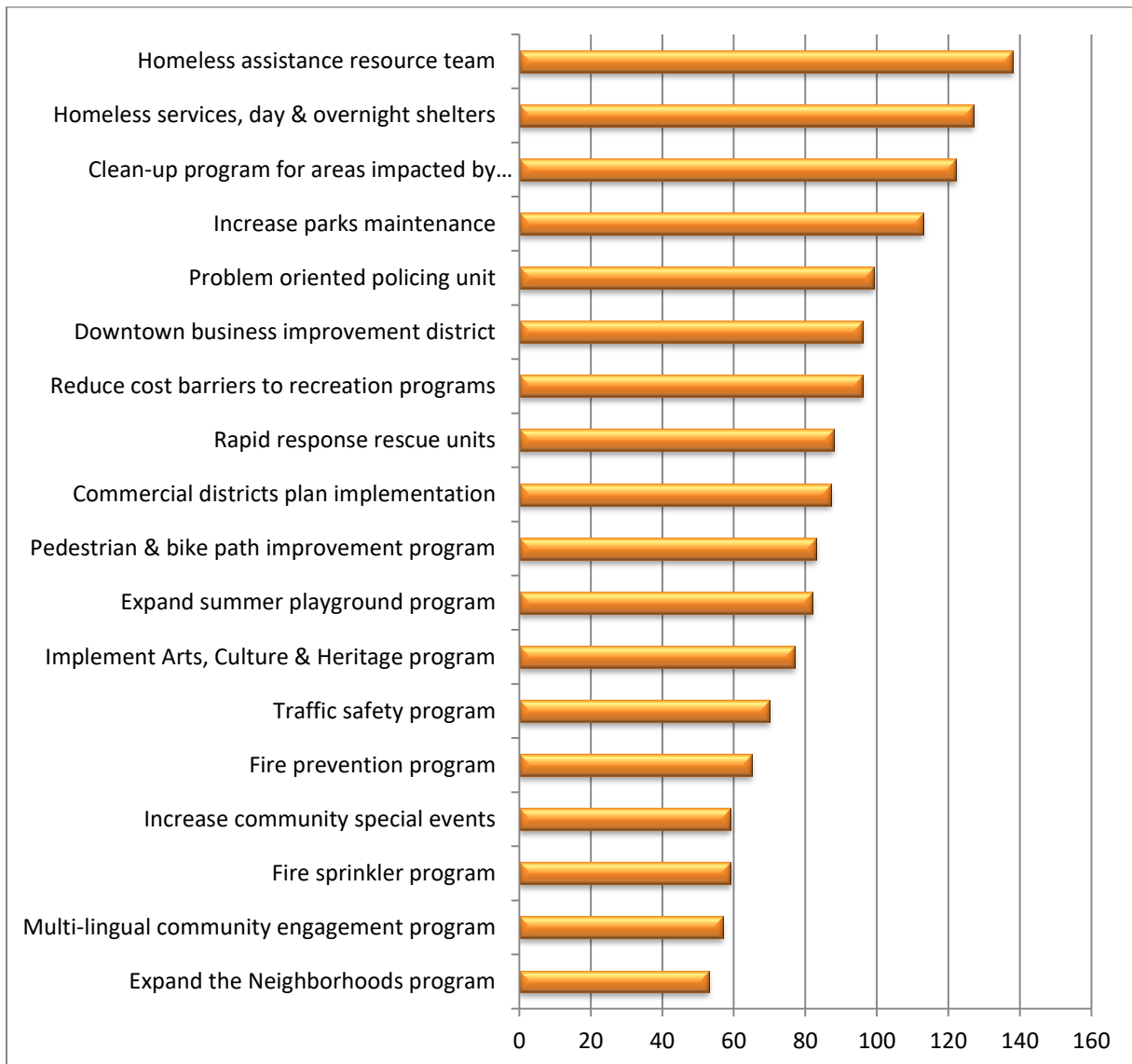
3 open houses

232 attendees

Capital Projects. The top three projects indicated as “very important” or “important” to open house attendees were: 1) Building a new operations center, 2) Replacing/renovating fire stations and 3) Improving 14 outdated parks.



Programs & Services. When asked to indicated level of importance for each program and service, open house attendees indicated the following as the top three “very important” or “important” programs and services 1) homeless assistance resource team, 2) homeless services, and 3) clean-up program for areas impacted by homelessness.



Revenue sources. After learning about all the projects, programs, and services, community members were given the opportunity to provide input on funding sources. Property tax had the highest responses as the funding source to rely on more than others, followed closely by business taxes. Utility tax received the lowest ranking.

Priorities. At the last station of the open house, participants were given tokens to indicate their top five priorities across ten categories that encompassed all the projects, programs, and services. The top five priorities indicated by open houses participants were: 1) homelessness services and response, 2) public safety improvements, 3) upgrade/build new neighborhood and community parks, 4) build a new operations center and 5) improve traffic safety.

Comments. Many community members provided comments during the open houses, including the desire for more **resources for the homeless population** as well as more **support for early childhood education (day care)**. Attendees also wanted to see improvements to, or replacement of, the **I-5 bridge** as well as the addition of **light rail**. *More details, including all comments received, will be included in the final feedback report.*

Ideas for A Stronger Vancouver. Similar to the community event outreach, one of the open house stations gave participants the opportunity to provide ideas about what residents think is missing from the Stronger Vancouver package. Many participants expressed wanting **more affordable and safe early childhood programs** for all Vancouver children and stated that there is a childcare crisis in Vancouver. In terms of infrastructure, many participants mentioned replacing the **I-5 bridge** and **improving sidewalks**. *More details, including all ideas received, will be included in the final feedback report.*

DISCUSSION GROUPS / FOCUS GROUPS

Engagement efforts were conducted to gain feedback and input from a broad range of city residents, including non-English speaking residents and those with different abilities. Efforts included collaborating with Slavic and Spanish community liaisons to organize discussion groups in Spanish and Russian and working with service providers and educators to put together discussion groups with deaf, blind and visually-impaired residents.

Tabling outreach was conducted at the new 4th Plain Farmers Market and at the annual Multicultural Fair, where we were able to connect with hundreds of residents and obtain their feedback.

The Stronger Vancouver online survey was translated into Spanish and Russian, in addition to printed informational materials. The City mailed approx. 14,000 postcards to households surrounding the Fourth Plain corridor to raise awareness of the initiative, online survey and open houses.

Multicultural Discussion Groups. The goals of the multicultural discussion groups were to receive feedback from the Spanish and Russian speaking communities on the projects and programs in the proposed plan, to make new connections between the City and residents, and to learn about how to better engage with these communities in the future.

Spanish Discussion Group

Overall Comments

- Discussion group members explained that they **choose to live in Vancouver because it is calm, safe, and has good weather.**
- Discussion group members would like to see **low-cost recreational programs and services** (e.g., swimming pools) in more diverse locations throughout Vancouver.
- The City should make concerts and movies in the park more **culturally responsive** to the Spanish speaking community.
- The City should **place flyers and news alerts in community centers, popular grocery stores (WinCo, Mexican grocery stores, etc.), public libraries, and schools** to inform the Spanish-speaking community about City events, services, and public engagement opportunities.
- The City should also **mail postcards to Spanish speaking households** to inform them about City events, services, and public engagement opportunities.
- Most discussion group members said they **do not use social media** to get their information.
- Discussion group members were **appreciative that the City reached out** to hear their feedback and perspectives.

Feedback on Capital Projects, Programs, and Services

- The feedback on capital projects in this discussion group expressed preferences for:
 - **improving outdated parks**
 - **redesigning and upgrading community parks**
 - **replacing and renovating fire stations**
- When presented with a list of the programs and services that are part of the plan, participants noted that the proposed services reflect the needs of their community. They highlighted **access to recreation programs, more police presence, and improved transportation** as key improvements.
- When asked to share their priorities among both capital projects and programs and services, most members of the discussion group chose “**improve access to recreational programs for low income residents**” as one of their top priorities. Other priorities included **upgrading and building neighborhood and community parks, making public safety improvements**, and creating an **Arts, Culture, and Heritage Program**.

Slavic Discussion Group

Overall Comments

- Discussion group members explained that they choose to live in Vancouver because it is **small and quiet**, and many have a **strong network of family and community members** here.
- Many younger people in the Slavic community attend events like concerts and movies in the park, while the older generation prefers gatherings and bbqs with family and friends.
- Many group members noted that **big parks are often crowded**.
- Some were worried **that population growth and development are making Vancouver lose its small-town feel**.

- Many expressed **concerns about increased traffic and congestion.**
- The City should **distribute materials at the Russian store, put announcements in Russian magazines, on Russian radio stations, and in the Russian newspaper** so that they can be better informed about opportunities to engage with the City.
- The City should also use connect with **Russian Facebook groups** to inform the Slavic community about City-related events and opportunities.
- Slavic community members find out a lot of information from their churches and pastors, so the **City should work with the church network in Vancouver** to distribute announcements and information.

Feedback on Capital Projects, Programs, and Services

- The feedback on capital projects in this discussion group expressed preferences for:
 - **replacing and renovating fire stations**
 - **improving outdated parks**
 - **building new community and neighborhood parks**
- Many group members **highlighted the importance of first responders being safe and having the equipment they need to serve the city.**
- There was **not very much support for investing in business districts** among this group. Some group members explained that they believe that corporations should pay for these business district improvements. Others noted that Vancouver already has a lot of new buildings and construction and it does not need more. Some said that new business districts would make Vancouver grow even more than it already is.
- Many noted that **increasing homelessness services was crucial**, but that the new services should focus **on helping homeless people find job opportunities.**
- Group members highlighted the importance of programs that will **decrease traffic.**
- Some members noted that many Slavic community members do not bike however ,one member said that she would bike more if biking were more popular and the roads were safer.
- Several members explained that they are not aware of many of the services that the City provides and they would like to receive more information.

Feedback on Sources of Funding

- Many discussion group members noted that **the people who benefit from each project or program should be the ones who should pay for it.**
- Others explained that they would be willing to pay for projects and programs but stressed the **importance of being able to see the results** (e.g. a new park or road improvements).
- Several group members noted that they **did not want an increase in business taxes.**

Priorities

- When asked to share their priorities among both capital projects and programs and services, most members of the Slavic discussion group chose **upgrade and build community parks and make public safety improvements.**

Focus Groups. Three 12-person focus groups were held with a randomly selected group of Vancouver residents representing a broad cross-section of ages, ethnicity, and incomes. A high level overview of feedback from these groups includes placing a high priority on homeless services and overnight shelters, concern about population growth and development, the lack of affordable housing, and the need for good jobs in Vancouver. Almost all participants expressed that they like the small town feel of Vancouver and are fearful of overdevelopment and rising cost of living. While many supported parks, most felt that the City should take care of the parks it has before building new ones. In the discussions about funding sources, there was concern for the detrimental effects of tax increases on low-income residents and an overall sentiment that everyone should be paying, not just one group. *More details from the focus groups will be included in the final report.*

Discussion Groups with Differently-Abled residents. The City is working with organizations in the deaf and blind and visually impaired communities to facilitate two discussion groups to give the opportunity for the City to hear these communities' perspectives and priorities for the future of Vancouver. These discussion groups will take place in September.

SOCIAL MEDIA

The City used social media to raise awareness about the initiative and engagement opportunities. Facebook, Instagram, Twitter, and NextDoor have all proven to be useful channels to inform people about the open houses, tabling events and online survey.

Facebook. 10 posts about A Stronger Vancouver outreach; 3 event listings for the open houses; 37,415 people reached; 124 post shares; 208 post comments; 4,982 engagements (including click throughs, comments, shares, likes, etc.).

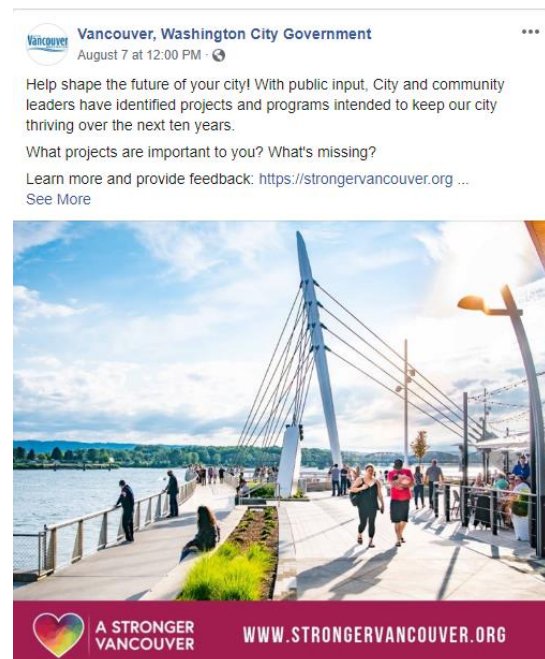
Twitter. 8 posts about A Stronger Vancouver outreach; 5,397 impressions; 72 actions taken (including click to web, retweets, likes, or comments).

Instagram. 2 posts; 4,700 views; 32 click throughs to website

NextDoor. 3 event listings for the open houses; 7,068 impressions

Social Media Comments

Many people have provided comments on the City's Facebook and Instagram posts about A Stronger Vancouver. Comments cover a wide range of topics and sentiments. Some of the key topics discussed in the comments were: **improving parks, addressing homelessness, ensuring traffic and parking do not worsen with development, preventing gentrification**, the importance of **affordable housing**,



supporting small businesses, better transportation, resistance to increased taxes and resistance to Vancouver's population growth. *Comments are currently being coded and will be included in the final feedback report.*

OUTREACH CHANNELS

The City has used a variety of outreach channels to inform as many community members as possible about opportunities to provide input on the proposed plan, including:

- Press Release
- Vancouver Connects community newsletter
- Office of Neighbors newsletter; Emails to Neighborhood Association leaders
- Parks and Recreation newsletter
- Postcards (distributed at events, community centers, City Hall, neighborhood meetings)
- The Messenger newspaper
- City social media
- Strongervancouver.org
- Beheardvancouver.org (Stronger Vancouver page translated to Spanish and Russian)
- Educational videos airing on CVTV, YouTube, and social media
- Outreach to local organizations including: Chamber of Commerce, Hispanic Chamber, Fourth Plain Forward, YMCA, LULAC, and others
- Postcard mailing to 14,000 households along the Fourth Plain corridor
- Fact sheets (translated to Spanish and Russian)
- Online survey (translated to Spanish and Russian)
- Representative survey
- Booth/information table at events

We connected with community partners asking them to share the open house invitation and online survey link with their stakeholders, including:

- Hispanic Metropolitan Chamber of Commerce
- Greater Vancouver Chamber of Commerce
- CTRAN
- The Vancouver Clinic
- East Vancouver Business Association
- Identity Clark County
- Workforce SW Washington
- CREDC
- Clark Public Utilities
- Clark College
- WSU Vancouver
- Vancouver Public Schools
- Evergreen Public Schools

- YWCA
- SW WA Communities United for Change
- Columbian
- Clark County Today

NEXT STEPS

During this phase of engagement, the City connected with thousands of Vancouver residents. Overall, the feedback received on the Stronger Vancouver initiative has been largely positive and community members are appreciative that the City is reaching out to find out what they think is important for the future of Vancouver. A final feedback report will be presented to City Council at the October 7, 2019 Stronger Vancouver workshop.

APPENDIX A

Outreach activities

Event	Location	Date	Participants
Noon Rhythms Concert	Esther Short Park	July 17	33
Movie in the Park	Fruit Valley Park	July 19	55
Columbia Tech Ctr. Concert	Columbia Tech Center	July 21	46
4 th Plain Community Market	5800 SE Fourth Plain Blvd	July 23	21
Noon Rhythms Concert	Esther Short Park	July 24	41
Movie in the Park	Esther Short Park	July 25	150
Eastside Tech Center Market	Tech Center	July 25	64
Downtown Farmers Market	Downtown	July 29	67
Noon Rhythms Concert	Esther Short Park	July 31	60
Six to Sunset	Esther Short Park	August 1	72
National Night Out	LeRoy Haagen Community Park	August 6	77
Noon Rhythms Concert	Esther Short Park	August 7	34
Movie in the Park	Marshall Park	August 9	30
Discussion Group	Hispanic community (w/Spanish speaking translator present)	August 12	12
Noon Rhythms Concert	Esther Short Park	August 14	55
Open House (West)	Red Cross Building	August 21	95
Open House (East)	Firstenburg Community Center	August 22	65
Open House (Central)	Water Resources Education Center	August 27	72
Discussion Group	Slavic community (w/Russian speaking translator present)	August 28	12
Multicultural Festival	Evergreen Park	September 7	101
Focus Group	Vancouver residents, over 55 years of age	September 10	12
Focus Group	Vancouver residents, under 35 years of age	September 10	12
Senior Outreach	Luepke	September 11	33
Focus Group	Vancouver residents, income under \$65,000	September 11	12
Senior Outreach	Firstenburg	September 12	51
Discussion Group	Vancouver residents, Blind/Visually-impaired	Late-September	TBD
Discussion Group	Vancouver residents, Deaf	Late-September	TBD
Total	17 tabling events; 7 focus groups; 3 open houses		1,282

Surveys	Location	Date	Responses
Online survey	www.strongervancouver.org www.beheardvancouver.org	July-Sept.	932
Statistically valid survey	ETC Institute	In progress	400 (goal)

Comments	Location	Date	Total
Received via survey open-ended question	www.strongervancouver.org www.beheardvancouver.org	July –Sept.	310
Received via emails	www.strongervancouver.org www.beheardvancouver.org	July –Sept.	46
Received via social media	Social media	July – Sept.	264
Received at focus groups	Focus groups	Sept	TBD
Received at open houses	Open houses	August	TBD



**A STRONGER
VANCOUVER**
Investing in our future

DATE: September 16, 2019

TO: Anne McEnerny-Ogle, Mayor
City Council

FROM: Eric J. Holmes, City Manager

RE: **A Stronger Vancouver – revenue discussion primer**

Executive Summary

With the Council's in-depth review of the Stronger Vancouver package and the current phase of community engagement nearly complete, the Council's discussions are ripe to transition from review to decision making.

To date, Council's review of the capital projects package has produced minor modifications; a complete review of the programs package is pending the September 16 work session.

The City has conducted further community outreach and engagement over the summer in the form of tabling events, open houses, discussion forums, focus groups and surveys.

Following confirmation of the projects and services, direction on revenues in October will be essential to finalizing decisions on the overall package by the end of 2019.

Staff is prepared to develop alternatives for Council's consideration based on deliberations.

Background

The Stronger Vancouver initiative originated in 2017 as a strategy to develop a comprehensive long term solution to supporting and sustaining City services. The effort is built around Vancouver's vision of becoming a safer, welcoming vibrant and prosperous community. The City convened an Executive Sponsors Council (ESC) comprised of a broad cross-section of business, non-profit and community leaders to play a central role in synthesizing input from a wide range of sources into a recommendation for Council's consideration. This required narrowing an infinite universe of possible project and program investments and resourcing approaches to a manageable collection for the Council to consider.

Members of the ESC relied on direct engagement with their respective constituencies as well as feedback received from community outreach over the 22 months of their work. Their recommendation was delivered to the City Council in April of this year. Since then, the City Council has held six work sessions, including one half-day retreat as well as a tour of representative capital projects, to review in depth the recommendation elements, and the City has conducted further community outreach and engagement in the form of tabling events, open houses, discussion forums, focus groups and surveys.

Current Status

At the September 16 work session, City Council is anticipated to complete its review of the project and service package recommended by the ESC. In addition, the Council will receive an update on themes that have emerged so far from community engagement that occurred over the summer. With the convergence of these two tracks (Council review and community engagement), the Council's discussions are ripe to transition from review to decision making.

To date, the Council has generally confirmed the project elements recommended by the ESC. Refinements identified by the Council include:

- The potential addition of “Portland loo” style public restrooms in strategic areas throughout the City, particularly in downtown and at regional multi-use facilities like parks and trails.
- The potential of adding trail investments to the capital package.
- Demotion of the Lower Grand Employment Area as a priority investment area targeted for infrastructure investment in support of economic development.

Potential refinements to the service package are pending Council discussion on September 16.

While the Council has made substantial progress in review of the recommended project and service package, the balance of the Council's deliberations that bring in the revenue discussion are anticipated to be iterative, and include opportunity for further refinements.

Revenues

The revenue recommendation from the ESC identifies ten funding sources including a mix of dedicating current revenues as well as using council manic and voted options. These were all included in the recommendation to assure a complete depiction of the comprehensive revenue scenario, and are as follows:

- | | |
|--|--|
| • Property Tax | • Park Impact Fees |
| • Business & Occupation Tax | • Utility Rates |
| • Utility tax | • Business Improvement District |
| • Business License Surcharge | • Vehicle License Tabs |
| | • Internet sales tax |

Of these revenues, the **internet sales tax** is a new revenue (2018) resulting from a change in the way existing sales tax rates are applied to internet sales. No action was or is required by the Council to realize this revenue.¹ Consequently, they are omitted from the balance of discussion in this memo.

With that narrowing, the discussion regarding revenues can still appear complex. However, when the individual elements are considered, the overall revenue package can be simplified. This memo offers some context, consideration and discussion framework for the Council's reference.

Revenue Types Revenues generally fall into four types of categories: general purpose, special purpose, voted and councilmanic.

- **General Purpose:** These types of revenues can be used for any municipal purpose as directed by the City Council. Examples include property taxes, business license surcharge and utility taxes.
- **Special purpose:** These types of revenues can be used only for statutorily authorized purposes. Examples include Park Impact Fees, which may only be used for park acquisition and construction, or vehicle license tab fees, which may only be used for improvements to the transportation system.
- **Councilmanic:** These are revenues that can be enacted under the direct authority of the City Council
- **Voted:** These revenues may only be enacted by a vote of the people.

The revenues contemplated in Stronger Vancouver fall into these categories as follows:

Action	General Purpose	Special Purpose
Voted	• Property Tax	
Councilmanic	• Business & Occupation Tax • Utility tax • Business License Surcharge • Admissions tax	• Park Impact Fees • Utility Rates • Business Improvement District • Vehicle License Tabs

Of the above revenues, the proposed method for establishment of a **Business Improvement District** relies on a petition signed by property owners representing 60% of the assessed value in the district. Earlier this year, it became clear that there is reluctance from downtown property owners to sign a petition achieving this sufficiency. This reluctance was, in part, based on concern about the unique "layering" effect of the multiple revenue sources (property tax, BID, B & O, etc.) contemplated as part of

¹ These revenues are already being collected in the current biennium and placed into a facility reserved for the general fund portion of the Operations Center project.

the Stronger Vancouver package specifically on downtown if it were fully implemented. While it is within the authority of the City Council to enact a BID without a sufficient petition, the model is most successful when it enjoys the broad support of property owners involved in the District. Based on this, no Council action is contemplated to establish a BID in downtown until a sufficient petition is received. Concurrent with the determination that there was insufficient interest to form a BID was the determination that the Library Square LIFT project would not be moving forward³. While disappointing, this LIFT project not moving forward presents an opportunity to meet the BID objectives without establishing a new tax structure. With the current biennium, in anticipation of issuing debt to support construction of a garage on the Library Square site under the LIFT program, the City appropriated \$0.5 million annually which would have been matched with the state tax increment contribution to support the debt. This budgeted capacity could be redeployed in support of the purposes of the BID without levying a new assessment on downtown properties. While the amount is less than what is contemplated in the Stronger Vancouver initiative, it would still represent substantial resources in support of the BID objectives.

Based on the above, one revenue elements can be removed from the discussion:

	General Purpose	Special Purpose
Voted	• Property Tax	
Councilmanic	• Business & Occupation Tax • Utility tax • Business License Surcharge	• Park Impact Fees • Utility Rates • Business Improvement District • Vehicle License Tabs • Admissions Tax

Of the remaining revenue elements, only two – Business and Occupation Tax and Admissions Tax - would be new. All other revenue components are already enacted by the City and are currently being collected and used to support delivery of projects or services; a Stronger Vancouver only contemplates changing their respective rates.

Some key direction will be needed from the Council in early October that will inform the structure of the ultimate package to be adopted later this fall. Previous discussions included a mix of voted and council manic funding for both the capital program included in the Stronger Vancouver proposal and the on-going programs.

The feedback received since the recommendations were published seems to indicate that there are several modifications to the proposal that would make it more understandable to the community and the business sectors alike. Those modifications include:

³ City Council confirmed at a March 1 retreat to pursue other potential uses at the Library Square site, such as surface parking.

- Using the voted property tax to fund the capital portion of the proposal and the related on-going operating and maintenance expenditures.
- Consider making certain project timing modifications to allow for funding of the capital program using mostly a pay-as-you-go approach and minimizing debt. This also is consistent with City staff concerns and the City's financial policies.
- Reinforce strong accountability elements in the proposal, preventing significant changes to the program once approved and including annual reports to the community, linking the dollars generated through this initiative with the projects built.

With the feedback in mind, there are several questions that will be helpful to get feedback from Council on. These include:

Issue	Considerations
Should the capital project program be delivered on a pay-as-you-go basis or with the use of some debt?	In general, the capital program could be delivered on a pay-as-you-go basis, depending on revenue sources ultimately adopted. The use of debt could accelerate completion of projects, with some additional costs. The exception is the operations center, which will require the use of debt that would be supported via adjustments to utility rates and existing current resources in the general fund.
Will business and occupation tax be included as part of the final package?	If the package does not include this revenue, a range of other options will be invoked, including re-scoping the on-going programs component of the Stronger Vancouver package and/or adjusting other potential revenue sources.
Will an admissions tax be included as part of the package?	The admissions tax was identified in the adopted Arts, Culture and heritage Plan as the recommended method to fund the arts and culture program. The current biennium included "start up" funding in the general fund for the cultural program in anticipation of Council action on a permanent revenue stream. The current one-time funding of the initiatives will expire at the end of the biennium. If the package does not include adoption of this revenue source, another source would need to be identified, or the

What should the voted property tax component be (levy lid lift/excess bond levy)?	program eliminated. A levy lid lift provides more flexibility, can be used for construction as well as operations and maintenance, has lower passage requirements, and plays a more significant role in long term structural sustainability for the City
Should the voted property tax be single-year or multi-year?	An excess capital bond has higher accountability and voter familiarity as a tool to fund construction, along with a higher passage requirement. Bond proceeds may not be used for operations and maintenance. “Single-year” levy will allow for one increase in the rate, subject to a 1% annual increase thereafter. (Any election.) “Multi-year” levy will allow a phased-in levy increase over a period of time, then subject to a 1% annual increase. (Primary or general election only).
Will a levy include making permanent the affordable housing fund?	This is an option recommended for consideration by the ESC, though not included in the detail of their recommended package.

Depending on the direction of Council’s deliberations, staff is prepared to develop alternate package scenarios for further review.

Election considerations

Conventional wisdom suggests that when placing a measure on the ballot, simpler is better. Assuming there is a ballot measure that emerges as a part of the Stronger Vancouver initiative, the Council will need to consider a few key decisions: levy type, number of items, and timing.

- Levy type: Though the simplest voted property tax tool is the one-time permanent levy lid lift, there are multiple other options, including:
 - Excess Levies (Operations & Maintenance)
 - G.O. Bond Excess Levies (Capital Purposes)
 - Single-Year Levy Lid Lifts (Operating and Capital)
 - Multi-Year Levy Lid Lifts (Operating and Capital)

- Define the program to be funded, any potential phasing and define the rate (s).

- Number of ballot items: Depending on what voted tool the Council chooses, multiple items may be appropriate for the ballot. For example, if the Council chose to place a bond on the ballot to pay for capital, no bond proceeds may be used to maintain the projects that would be built; a second levy may be a companion to the bond to provide maintenance. If there are multiple items on the ballot, there is risk of one passing and the other not, creating potential complications for delivery of the “promise”.
- Election timing: Multiple elements factor into election timing. Certain levy tools can only be placed on certain election dates. Presidential elections in 2020 should be considered, as well as potential other local elections. Seasonal service levels, such as summer parks use coincident with a primary election, may also be a factor to consider.

Attached for Council’s reference are excerpts from the MRSC Revenue Guide regarding voted property tax levies.

Fiscal Analysis

The City has conducted or commissioned several analytical efforts to examine:

- How Vancouver benchmarks fiscally against other cities
- The relative competitiveness of Vancouver’s tax climate for business
- The payer balance in Vancouver revenue system.
- The marginal increased tax expense as a result of the recommended Stronger Vancouver package
- Prototypical tax incidence scenarios for residential and businesses
- Long term trends in property tax payer balance

These will be provided for council's reference in the detailed revenue deliberations. Staff will seek guidance from Council as to additional analysis needed to inform Councils decision.

Process considerations

The comprehensive nature of the Stronger Vancouver package anticipates multiple actions by the Council. Resolving some of key directions highlighted above will dictate the number and complexity of the actions the Council will need to take. For example, if the package ultimately includes a B & O tax, there are several fairly complex policy issues specific to that revenue source to review with Council and translate into ordinance form. In order to deliver fully vetted ordinances and resolutions to the Council for final action in November-December, direction is needed in October.

Attachments: Excerpts from MRSC Revenue Guide

Excess Levies (Operations & Maintenance)

Quick Summary

- Property tax – additional levy with no specific levy rate cap.
- Revenues may be used for any lawful governmental purpose, but must be spent in accordance with the purpose(s) specified in the ballot measure.
- Requires voter approval.

RCW: [84.52.052](#), [84.52.054](#)

“Excess” or “special” levies, frequently referred to as “maintenance and operations” or “O&M” levies, are one-year levies²¹ that impose property taxes over and above the \$5.90 and \$10 constitutional property tax limits. Excess levies are authorized by [RCW 84.52.052](#) and [RCW 84.52.054](#), as well as article VII, section 2(a) of the state constitution. Any city may impose a one-year excess levy with voter approval. There is no restriction on the levy rate or levy amount for an excess O&M levy.

Use of Revenues

Excess O&M levies may be used for any lawful governmental purpose; however, the revenues must be spent in accordance with the purpose(s) specified in the ballot measure.

Because each levy is only for one year, excess O&M levies are often best suited for temporary purposes, such as a short-term project, a one-time expense or purchase, or bridging a temporary revenue shortfall or similar funding emergency. They have also been used effectively to fund gaps created when the timing of an annexation, formation of a special purpose district (such as a metropolitan park district or a regional fire authority), or other boundary change does not match with the assessors' schedules for adjusting boundaries, leaving a one-year delay before the new property taxes can be levied and collected within the new annexation area or newly formed special purpose district.

Excess O&M levies are generally not ideal for recurring expenses or critical governmental services such as public safety due to the 60% supermajority requirement (see next page) and the fact that the city must go before the voters every single year. If you are relying on excess levies and more than 40% of your voters say “no” one year, your city could face significant fiscal challenges.

However, there are a number of smaller, primarily rural cities and towns with limited revenue options that use excess O&M levies to fund basic general fund services such as public safety and transportation.

If your city is levying its statutory maximum rates and your revenue sources are still not sufficient to fund your ongoing maintenance and operations costs, salaries, etc., it may be prudent to consider other, more permanent revenue sources instead of annual excess O&M levies. However, for some cities

²¹ For cities, counties, and almost all other taxing districts, excess levies may only be imposed for one year at a time. However, school districts and fire protection districts have separate statutes allowing for multi-year excess levies.

with supportive voters, excess levies may still be an option for recurring expenses.

Ballot Measure Requirements

An excess O&M levy may be submitted at any special, primary,²² or general election and requires 60% supermajority approval, subject to validation/minimum voter turnout requirements (see [page 55](#)).

According to MRSC's [Local Ballot Measure Database](#), about 80% of excess O&M levies submitted by cities have passed in recent years. However, these results are significantly skewed by the small number of cities that are responsible for the vast majority of these levies, as well as the historical custom of the voters in those cities and towns.

1% Annual Levy Limit

Because excess levies may only be imposed for one year at a time, the 1% annual levy lid limit (see [page 36](#)) does not apply. To impose an excess levy in subsequent years, the city would have to submit a new excess levy to voters every year.

Prorating

Excess O&M levies are not subject to the \$5.90 or \$10 limits (see [page 12](#)), so they are not subject to prorating and will not be affected if either limit is exceeded.

22 [RCW 84.52.052](#) states that the levy must be submitted at "a special or general election," which at first glance might seem to rule out the August primary election. However, [RCW 29A.04.321\(2\)](#), which establishes the election schedule for local governments, authorizes the county to call up to four "special elections" each year, including the primary election. So for these purposes, "special election" includes the primary election.

G.O. Bond Excess Levies (Capital Purposes)

Quick Summary

- Property tax – excess levy to repay unlimited tax general obligation (G.O.) bonds.
- Revenues are restricted to capital purposes.
- Requires voter approval.

RCW: [84.52.056](#)

Any city, with voter approval, may issue unlimited tax general obligation (G.O.) bonds – also known as U.T.G.O. bonds – for capital purposes (see [RCW 84.52.056](#) and article VII, section 2(b) of the state constitution). Once the bond has been approved and issued, it is repaid through annual excess levies for the duration of the bond.

G.O. bond excess levies provide a stable revenue stream to repay debt and are automatically sized to pay the principal and interest on the bonds due each year (unlike other revenue sources such as levy lid lifts or sales taxes). As soon as the debt has been repaid, the excess levies cease.

If you are considering issuing G.O. bonds for a capital project, it is extremely important to consult your city's bond counsel early in the planning process.

Use of Revenues

U.T.G.O. bonds may only be used for capital purposes, which does *not* include the replacement of equipment.

Ballot Measure Requirements

A U.T.G.O. bond may be submitted at any special, primary, or general election and requires 60% supermajority approval, subject to validation/minimum voter turnout requirements (see [page 55](#)). Such an election may not be held more often than twice per calendar year.

The ballot measure should typically be drafted by your city's bond counsel, since it has peculiar requirements and must authorize both the issuance of the bonds *and* the excess property tax levies.

1% Annual Levy Limit

G.O. bond excess levies are not subject to the 1% annual levy lid limit. The levy amount for each year is calculated according to the length of the obligation and the associated amortization schedule prepared at the time of the bond sale. The annual levy amounts are "right-sized" so that they will repay the exact amount of the debt, including both the principal and the interest.

Prorationing

G.O. bond excess levies are not subject to the \$5.90 or \$10 limits (see [page 12](#)), so they are not subject to prorationing and will not be affected if either limit is exceeded.

Levy Lid Lifts

Quick Summary

- Allows cities to exceed the 1% annual levy lid for any of their levies.
- Two basic options:
 - o “Single-year” lid lifts allow you to exceed the 1% annual lid for one year only.
 - o “Multi-year” lid lifts allow you to exceed the 1% annual lid for up to six years.
- Cannot use a levy lid lift if city is levying its statutory maximum rate.
- Must use all of your banked capacity before seeking a levy lid lift.
- Revenues are either unrestricted or restricted depending upon the levy lid being increased.
- Requires voter approval.

RCW: [84.55.050](#)

If your city does not have banked capacity available, the only way to increase your levy amount more than 1% is through a voter-approved “levy lid lift.” (See [RCW 84.55.050](#) and [WAC 458-19-045](#), which provides a better understanding of the process than the statute.) According to the Department of Revenue, if you *do* have banked capacity available, you must use all of your banked capacity before seeking a levy lid lift. You cannot “save” banked capacity by doing a levy lid lift.

A levy lid lift is not a separate property tax, but rather a way of increasing an existing property tax, such as your general fund levy or EMS levy, above the 1% increase limit. Any city levying a tax rate below its statutory maximum rate may ask the voters to “lift” the levy lid by increasing the tax rate to some amount less than or equal to its statutory maximum rate. If your city is already levying its maximum rate, you cannot use a levy lid lift.

Your city would need to do a separate levy lid lift for each of its respective levies. For instance, you could submit one ballot measure for your general fund levy, but you would have to submit a separate ballot measure for your EMS levy.

Beginning in 2018, cities can exempt senior citizens, disabled veterans, and other people with disabilities (as defined in [RCW 84.36.381](#)) from the tax increase resulting from a levy lid lift if desired. This exemption is optional, and if your jurisdiction is planning a levy lid lift and you want to exempt these individuals, you must state the exemption in the ballot measure placed before the voters. If you choose this option, this will result in two separate assessed valuations for your levy – one that applies to the levy amount below the lid lift, and a somewhat smaller assessed valuation that applies to the levy lid lift portion only.

Levy lid lifts can be quite confusing. Cities have two main options: “single-year” and “multi-year” lid lifts. However, these names can be confusing too, since “single-year” lid lifts typically last for multiple years and can be made permanent.

A good way to think of the difference between “single-year” and “multi-year” lid lifts is: How many years can your total levy increase by more than 1 percent? With a single-year lid lift, you can exceed the 1% annual limit for one year only, and then future increases are limited to 1% (or inflation) for the remainder of the levy. With a multi-year lid lift, you can exceed the 1% annual limit for up to 6 consecutive years.

Which Option is Better?

The answer, of course, is “it depends.” There are a number of key differences between single-year and multi-year lid lifts. A brief summary is below, with more details on the following pages.

Comparison of Levy Lid Lift Options

	“Single-Year” Option	“Multi-Year” Option
Number of years you can exceed the 1% annual levy limit	1	Up to 6
Temporary option	After Year 1, levy amount increases up to 1% annually for specified number of years. After measure expires, levy reverts as if lid lift never occurred.	Lid lift lasts up to 6 years, with annual limit factor specified by city. After measure expires, levy reverts as if lid lift never occurred.
Permanent option	Year 1 levy is used to calculate all future 1% levy increases	Levy amount in final year is used to calculate all future 1% levy increases
May be used for	Any lawful governmental purpose	Any limited purpose stated in the ballot measure
Supplanting restrictions?	None	Cities within King County may not supplant funds
Election date	Any special, primary, or general election	Primary or general election only
Voter approval required	Simple majority	Simple majority

Setting a specific time period (a temporary lid lift) may make the ballot measure more attractive to the voters. But, making it permanent means you can use the funds for ongoing operating expenditures without having to be concerned that you will have to go back to the voters for another lid lift.

When selecting the right levy lid lift option for your city, here are a few key factors to consider:

- How much money you need to raise;
- What you need the revenue for, and for how long (for instance, continued operating costs versus a capital project that will only last a few years);
- How quickly your costs, and property values, are increasing;
- Your desired election date (special, primary, or general); and
- How you think voters will respond to the different alternatives (for instance, a permanent versus temporary tax).

Using Levy Lid Lifts to Repay Debt

Both single-year and multi-year levy lid lifts can be used to repay debt. However, if the levy lid lift is used to repay debt, it may not exceed nine years.

Many cities consider whether they can use a levy lid lift to circumvent the supermajority voter approval and minimum turnout requirements of a voted general obligation (G.O.) bond. It is important to understand that a voted G.O. bond, repaid by an excess levy (see [page 33](#)), will provide several advantages over a levy lid lift:

- First, because the excess levy is automatically sized to be sufficient to pay the principal and interest on the bonds due in each year, it is a more stable revenue stream. The amount of revenue generated by a levy lid lift, by comparison, is subject to fluctuation based on the interplay of assessed valuation and levy rate limits or the 1% levy lid (see [page 36](#)).
- Second, because an excess levy is a dedicated revenue stream that cannot be used for other purposes, it will likely be seen as more secure by the bond market and may result in a better rating, and thus lower interest rates for your city to pay.
- Third, the excess levy will be collected as long as necessary to repay the bonds, which is often 20 years or more. If you plan to use a levy lid lift to repay bonds, the levy lid lift cannot last for more than nine years.

Single-Year Levy Lid Lifts

Quick Summary

- Allows cities to exceed the 1% annual levy lid for any of their levies for one year only.
 - If lid lift is temporary, all subsequent levies are limited to a 1% annual increase until the measure expires, at which point the maximum allowable levy reverts to what it would have been without the lid lift.
 - If lid lift is permanent, all subsequent levies are limited to a 1% annual increase and the levy increase never expires or reverts.
- Cannot use a levy lid lift if city is levying its statutory maximum rate.
- Must use all of your banked capacity before seeking a levy lid lift.
- Revenues are unrestricted and may be used for any lawful governmental purpose, but must be spent in accordance with the purpose(s) specified in the ballot measure (if any).
- Requires voter approval.

RCW: 84.55.050(1)

The single-year levy lid lift is the original version, created in 2001 by Initiative 747 (which lowered the annual levy limit from 6% to 1%). Some people refer to it with a variety of other names, such as “one-bump,” “one-year,” “basic,” “original flavor,” or “plain vanilla.”

The single-year lid lift allows your city to increase its maximum levy by more than 1% for one year only. The resulting amount is then used as a base to calculate all subsequent 1% levy limitations for the duration of the levy.

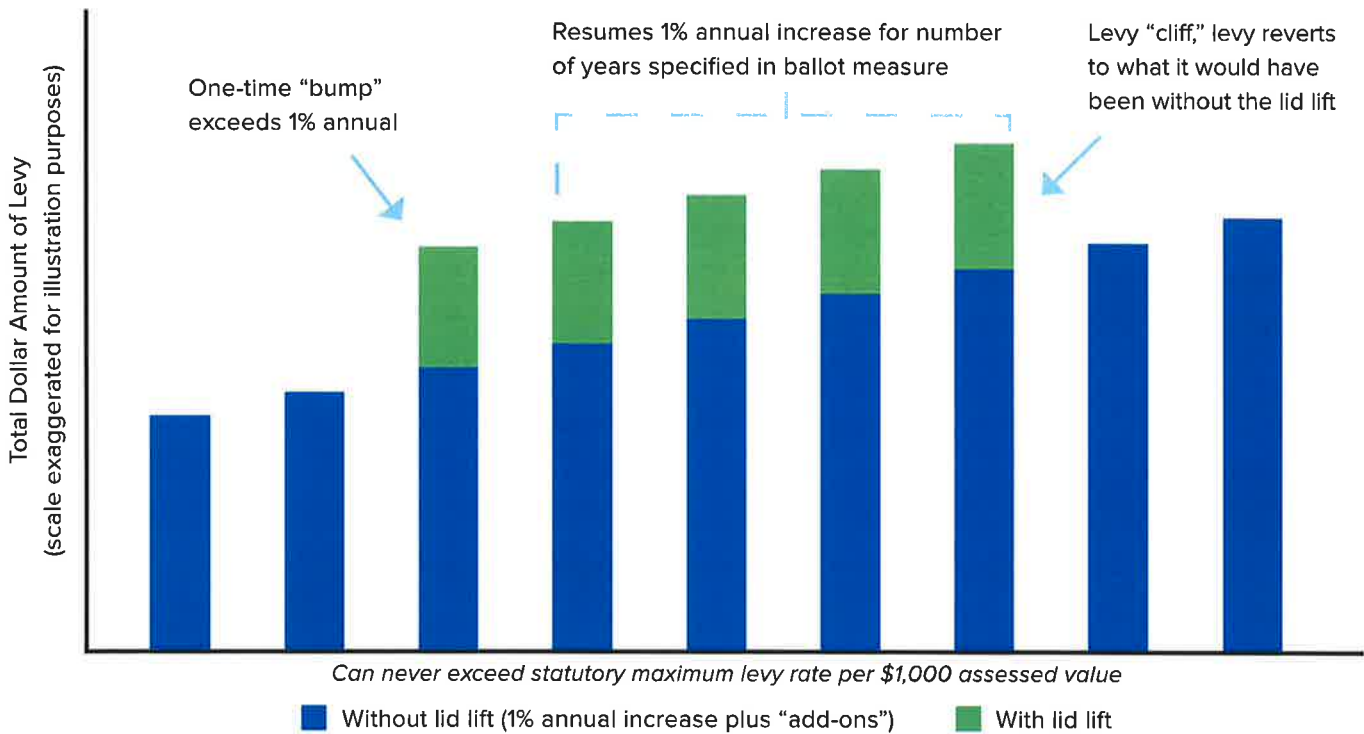
Single-year levy lid lifts can be temporary or permanent. With a temporary single-year lid lift, the city sets an expiration date for the levy. The temporary lid lift can last for any number of years, but if used to repay debt service it may not exceed nine years.²⁴ The levy lid bumps up more than 1% in the first year, and then that amount is used to calculate all subsequent 1% levy limitations until the measure expires. When the lid lift expires, the levy lid reverts to what it *would have been* if the levy lid lift never existed and the city had increased its levy by the maximum allowable amount each year in the meantime.

With a permanent single-year levy lid lift, the levy lid bumps up more than 1% in the first year, and then that amount is used to calculate all future 1% levy limitations. The measure never expires and the levy lid never reverts. However, future annual increases may not exceed 1% without going to the voters for another lid lift.

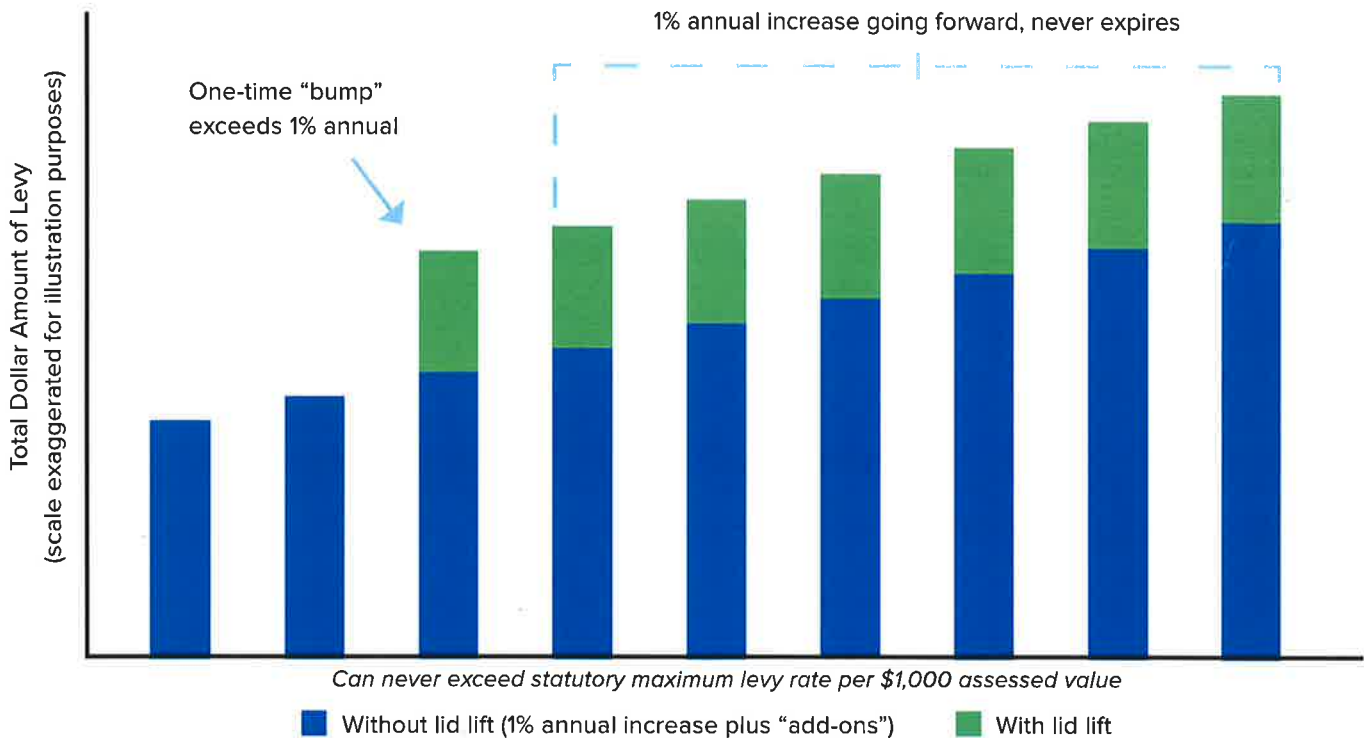
See the examples on the next page.

²⁴ Except Thurston County, which may use a levy lid lift up to 25 years for debt service. This exception only applies to the county itself and not to any cities within Thurston County.

SINGLE-YEAR TEMPORARY LEVY LID LIFT



SINGLE-YEAR PERMANENT LEVY LID LIFT



Use of Revenues

Single-year lid lifts may be used for any of the city's levies, including the general fund levy, and there are no restrictions on supplanting funds. For instance, you could say a general fund levy lid lift would be for public health programs or for additional money for general government purposes, or you could say nothing at all. In the latter case, by default, it would be for general government purposes. Stating a particular purpose, however, may improve your chances of getting the voters to approve it. If you do state a purpose, the revenues must be spent in accordance with that purpose.

If the single-year levy lid lift is used for debt service, it may not exceed 9 years. However, note that the amount of revenue generated by a levy lid lift is not guaranteed to provide the precise amount of revenue needed to repay the debt, since the revenues generated by the levy lid lift depend upon assessed valuation, levy rate limitations, and the 1% annual levy lid.

Ballot Measure Requirements

Single-year lid lifts may be submitted at any special, primary, or general election and require a simple majority approval. There are no validation (minimum voter turnout) requirements.

A single-year lid lift ballot measure must:

- State the *maximum tax rate* to be imposed in the first year (for instance, \$1.50 per \$1,000 AV).
- If temporary, state the total duration of the levy (number of years).
- If permanent, state that it is permanent or that the dollar amount of the levy will be used for the purpose of computing the limitations for subsequent levies.
- State the exemption for senior citizens and persons with disabilities under [RCW 84.36.381](#), if the city wishes to exempt these individuals

The ballot measure also must comply with [RCW 29A.36.071](#), which limits the ballot title to 75 words or less.

The ballot measure does not have to state the purpose (although doing so is a good idea), the *increase* in the levy rate (for instance, an increase of \$0.20 per \$1,000 AV), or the maximum total levy (for instance, a total levy amount of \$300,000), although some jurisdictions have chosen to include this information. For examples of levy lid lift resolutions and supporting materials, see our [Levy Lid Lifts webpage](#).

According to MRSC's [Local Ballot Measure Database](#), most levy lid lifts submitted by cities in recent years have been single-year levy lid lifts, and about 75% of them have been successful. However, the results may vary significantly between jurisdictions depending upon what the revenue will be used for, local political factors, economic conditions, and other dynamics.

Multi-Year Levy Lid Lifts

Quick Summary

- Allows cities to exceed the 1% annual levy lid for any of their levies for up to 6 years.
 - If lid lift is temporary, all subsequent levies are limited to a 1% annual increase until the measure expires, at which point the maximum allowable levy reverts to what it would have been without the lid lift.
 - If lid lift is permanent, all subsequent levies are limited to a 1% annual increase and the levy increase never expires or reverts.
- Cannot use a levy lid lift if city is levying its statutory maximum rate.
- Must use all of your banked capacity before seeking a levy lid lift.
- Revenues are must be used for any limited purpose.
- Requires voter approval.

RCW: 84.55.050(2)

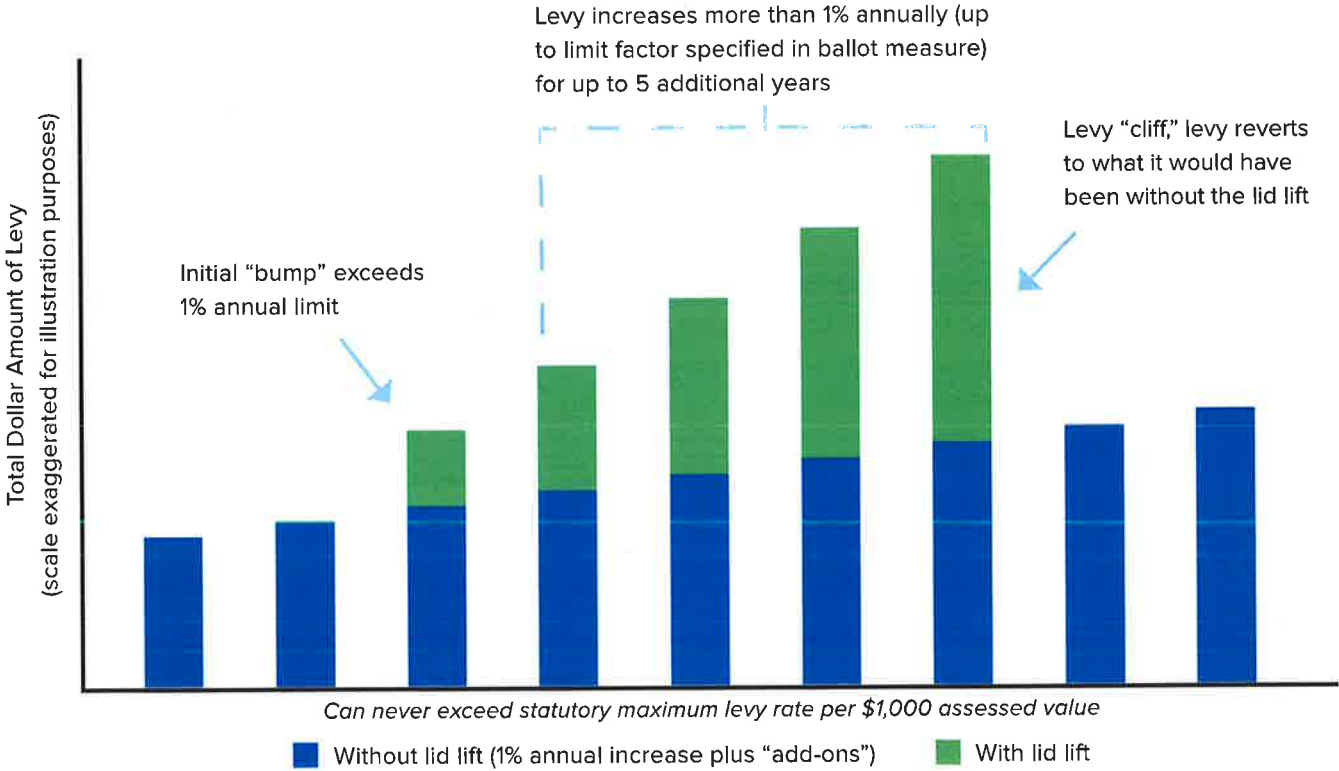
The state legislature added the “multi-year” levy lid lift option in 2003. Unlike the single-year (“one-bump”) levy lid lift, which bumps up once and is then used to calculate the 1% limitation for the remainder of the levy, a multi-year levy lid lift authorizes a jurisdiction to bump up or exceed the 1% limitation *each year* for up to six consecutive years.

Multi-year lid lifts may be temporary or permanent. With a temporary multi-year lid lift, the levy lid bumps up more than 1% each year (up to the limit factor specified in the ballot measure) for up to six years. When the lid lift expires, the levy lid reverts to what it *would have been* if the levy lid lift never existed and the city had increased its levy by the maximum allowable amount each year in the meantime (**RCW 84.55.050(5)**).

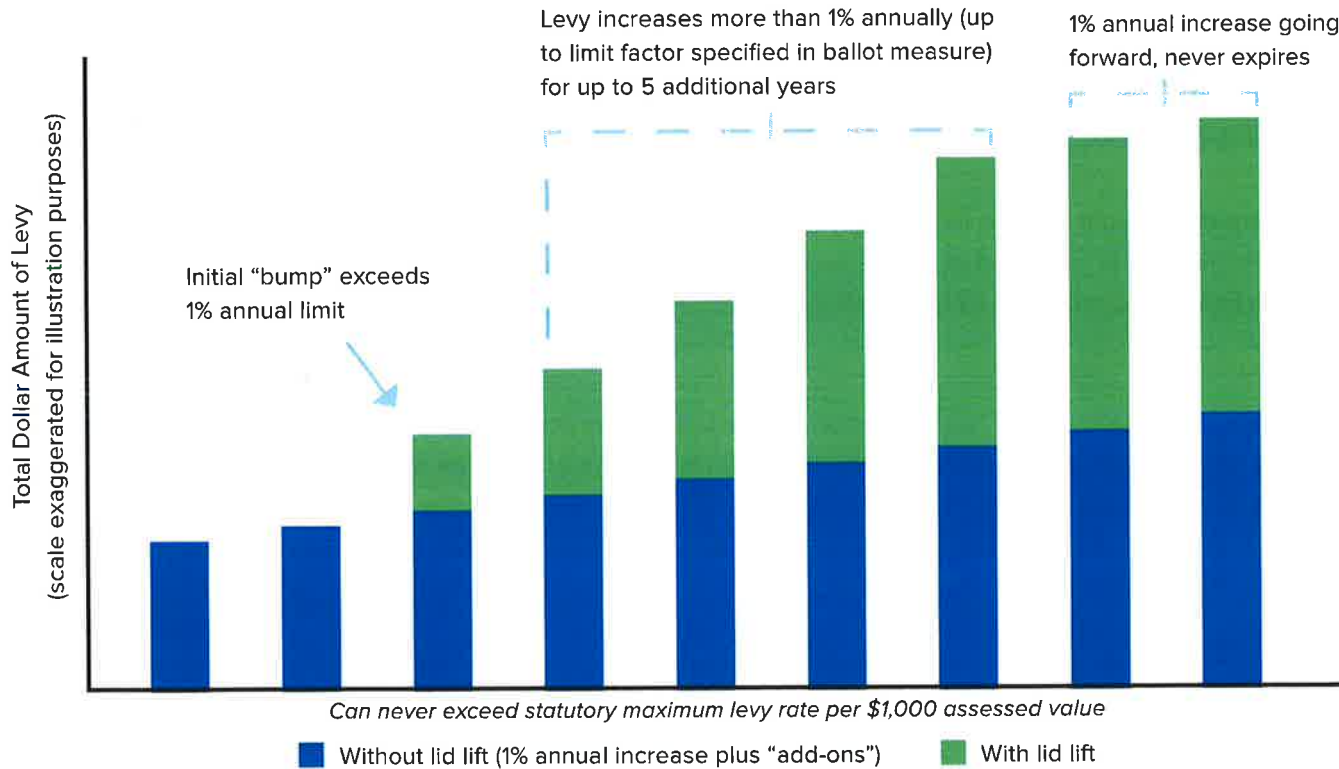
With a permanent multi-year lid lift, the levy lid bumps up more than 1% each year (up to the limit factor specified in the ballot measure) for up to six years. However, the lid lift does not revert and the maximum levy in the final year of the lid lift is then used as the base to calculate all future 1% levy limitations.

See the examples on the next page. Occasionally, a jurisdiction may adopt a “hybrid” approach, in which the levy amount increases more than 1% for up to six years, followed by several years of 1% increases, and then the levy lid lift expires and reverts to what it would have been without the lid lift.

MULTI-YEAR TEMPORARY LEVY LID LIFT



MULTI-YEAR PERMANENT LEVY LID LIFT



Use of Revenues

A multi-year levy lid lift may be used for any *limited* purpose, and the ballot must state the limited purposes for which the increased levy will be used. Both requirements are more restrictive than a single-year lid lift, which can be used for any lawful governmental purpose with no requirement to state the purpose. The statute does not define how limited a “limited purpose” must be, but some attempt should be made to identify a purpose that is narrower than “any general fund purpose” or “general governmental purposes.”

Multi-year lid lifts may also be used for debt service for up to nine years, in which case they may fall somewhere in between “temporary” and “permanent.” If a multi-year lid lift is used to pay debt service, the increased levy may not last for more than 9 years total. The multi-year lid lift would exceed the 1% limit for up to 6 years, and then the lid would increase up to 1% annually for the remaining years. After no more than nine years, the levy would expire and the levy lid would revert to what it would have been without the lid lift.

However, note that the amount of revenue generated by a levy lid lift is not guaranteed to provide the precise amount of revenue needed to repay the debt, since the revenues generated by the levy lid lift depend upon assessed valuation, levy rate limitations, and the 1% annual levy lid.

Cities within King County may not use a multi-year levy lid lift to supplant or replace existing funding. For supplanting purposes, “existing funds” means the actual operating expenditures for the calendar year in which the ballot measure is approved by voters. However, it is not considered supplanting if you use the levy lid lift to replace lost funding due to lost federal funds, lost or expired state grants or loans, extraordinary events not likely to reoccur, changes in contract provisions beyond the jurisdiction's control, and major nonrecurring capital expenditures ([RCW 84.55.050\(2\)\(b\)\(i\)](#)). There is no supplanting restriction for cities located in any other county.

Choosing a Limit Factor

The lift must state the total tax rate *for the first year only* – it *cannot* state the maximum rate in future years. For all subsequent years, the measure must identify a maximum “limit factor” which the total levy amount cannot exceed, which temporarily overrides the normal 1% annual levy lid. If the amount of the increase for a particular year would require a levy rate that is above the city's maximum levy rate, the assessor will levy only the maximum amount allowed by law.

The limit factor can be stated as an annual percent increase or the rate of change in a specific inflation index, and it does not have to be the same each year. For instance, the limit factor might be 3% annually, or 6% annually for the first two years and 4% annually after that, or the annual inflation increase as measured by an index such as the Consumer Price Index (CPI). However, the ballot title may only have 75 words, so you do not have much space to get too creative or provide too much detail.

Practice Tip: If you are using an inflation index such as the CPI for your limit factor, make sure to specify exactly which inflation index (CPI-U, CPI-W, etc.) you are using. The federal Bureau of Labor Statistics recommends using a national CPI index for measuring inflation, rather than a regional CPI index such as Seattle-Tacoma-Bellevue. Not only is the Seattle-Tacoma-Bellevue index published less frequently (every two months instead of every month), but it is based on a smaller sample and is therefore more volatile and subject to more measurement error. However, some local jurisdictions within Washington do use the Seattle CPI index for inflation.

In addition, you may want to consider including a provision to the effect of, “the percentage change in the [CPI-U, CPI-W, etc.] or 1%, whichever is greater,” which would allow you to take the normal 1% increase even if inflation falls below 1%. Otherwise, you could be limiting your jurisdiction’s ability to increase its levy if inflation drops below 1% during the multi-year lid lift timeframe. For instance, if the CPI only increases by 0.5% in the second year of your lid lift, you may be limited to a 0.5% increase in your levy amount, which would also reduce your maximum allowable levies in future years.

Ballot Measure Requirements

Multi-year lid lifts may be submitted at any primary or general election, but they may not be submitted at a February or April special election. Multi-year lid lifts require a simple majority vote, and there are no validation (minimum voter turnout) requirements.

A multi-year lid lift ballot measure must:

- State the total levy duration (number of years).
- If permanent, state that it is permanent or that the dollar amount of the levy will be used for the purpose of computing the limitations for subsequent levies.
- State the maximum tax *rate* to be collected in the first year (for instance, \$1.50 per \$1,000 AV)
- State the *limit factor* to be used for all subsequent years (stated as an annual percent increase or inflation index). The amounts do not need to be the same for each year.
- State the exemption for senior citizens and persons with disabilities under [RCW 84.36.381](#), if the city wishes to exempt these individuals

The ballot measure also must comply with [RCW 29A.36.071](#), which limits the ballot title to 75 words or less. For examples of levy lid lift resolutions and supporting materials, see our [Levy Lid Lifts webpage](#).

The ballot measure *cannot* state the maximum levy *rate* for subsequent years after the first year, since future rates cannot be calculated without first knowing the levy amount and the assessed valuation for each year. For instance, the ballot measure can state that it will increase the first year levy to \$3.10 per \$1,000 AV, but it *cannot* state that it will maintain the \$3.10 rate for the next five years.²⁵

²⁵ If the intention were to maintain the same levy rate over the lid lift period, the closest you could come would be to choose a “limit factor” in the ballot measure that would be equal to the year-over-year rate of increase in assessed value for your jurisdiction, excluding new construction and other “add-ons.” However, in jurisdictions with rapidly increasing assessed values, the rate could be so high that it might be politically unpalatable to voters.

Below are examples of correct and incorrect ballot measure language for multi-year levy lid lifts. These are examples only, based on real-life instances we have seen. Cities have some flexibility in how they phrase a levy lid lift ballot measure and do not have to follow this exact wording.

CORRECT

This proposition would restore the city's regular property tax levy rate to \$3.00 per \$1,000 of assessed valuation for collection in 2020 and authorizes annual increases up to 6% for each of the succeeding five years...

This proposition would authorize a maximum regular property tax levy rate of \$2.10 per \$1,000 of assessed valuation for collection in 2020 and sets the limit factor for the five succeeding years at 100% plus the annual percentage change in the CPI-W or 1%, whichever is greater...

Both of these ballot measures correctly establish a levy rate for the first year, with a limit factor (percentage increase) for the next 5 years.

INCORRECT

This proposition would increase the city's regular property tax levy rate to \$2.25 per \$1,000 of assessed valuation for collection in 2020, 2021, and 2022...

This measure incorrectly establishes a levy rate for three years.

This proposition would authorize a regular property tax levy rate of \$2.00 per \$1,000 assessed value for collection in 2020, increase the 2021-2023 maximum levies by \$0.30 per \$1,000 assessed value, and increase the 2024-2025 maximum levies by \$0.20 per \$1,000 assessed value...

This measure correctly establishes a levy rate for the first year but then incorrectly increases the levy rate for the next 5 years, instead of establishing a limit factor (percentage increase).

According to MRSC's **Local Ballot Measure Database**, most of the levy lid lifts that cities have submitted in recent years have been single-year lid lifts, rather than multi-year lid lifts. According to our data, about 75% of those single-year levy lid lifts have been successful, compared to just half of the multi-year levy lid lifts. However, it is difficult to do a direct comparison between the success rates of single-year and multi-year levy lid lifts. Not only is the sample size for multi-year levy lid lifts much smaller and prone to greater fluctuation, but the results also may vary significantly between jurisdictions depending upon what the revenue will be used for, local political factors, economic conditions, and other dynamics.

VALIDATION/VOTER TURNOUT REQUIREMENTS

Voted bond measures, and certain voted property taxes, require a 60% supermajority *and* a minimum level of voter turnout, known as “validation.” If voter turnout is too low and a ballot measure does not meet its validation requirements, it will fail.

The only city revenue options requiring validation are bond measures, excess O&M levies, permanent EMS levies, or the initial imposition of a 6-year or 10-year EMS levy. (There are also some other county and special purpose district levies that require validation.) Levy lid lifts, sales taxes, and other voted revenue sources have no minimum turnout requirements and do not require validation.

Validation is calculated by comparing the voter turnout in the current election to the most recent general election, which means the validation requirements change from year to year depending on voter turnout the preceding November. Following each general election, the county auditor must determine the number of voters participating in the election for each taxing district (including each city or town) and provide that number to each taxing district (see [WAC 434-262-017](#)).

However, it is up to each taxing district to determine the validation requirements for any of its upcoming ballot measures and to determine whether the measure passed. The county auditor’s office counts the number of “yes” and “no” votes for each ballot measure but is *not* responsible for determining the minimum validation requirements or determining whether the measure passed. Consult your legal counsel and make sure you know whether your ballot measure requires validation and, if it does, what the minimum approval thresholds are.

Practice Tip: Validation is not a problem for most jurisdictions in most years, but it can occasionally create difficulties, particularly in low-turnout special elections (February and April) or in years immediately following high-turnout general elections. The highest turnout general elections, invariably, are those corresponding to the United States presidential election and Washington gubernatorial election, which occur on the same cycle every four years. So, pay particular attention to validation if your city is planning to run a bond measure or 60% voted property tax in February or April, or at any time in the year following a presidential election!

Validation Requirements for 60% Voted Property Taxes (Except Bonds)

The validation requirements for EMS levies ([RCW 82.52.069\(2\)](#)) and excess O&M levies ([Washington State Constitution](#), Article VII, Section 2(a)) are spelled out separately, but the requirements are the same. Note that validation is required for permanent EMS levies or the initial imposition of a 6-year or 10-year EMS levy, but not for an EMS levy lid lift or the “subsequent renewal” of an EMS levy at a rate previously approved by voters.

For excess O&M levies and EMS levies requiring validation, the measure must meet one of the following requirements:

- **40% minimum turnout:** The number of voters voting on the proposition must be at least 40% of the number of voters who cast ballots in the taxing district in the most recent state general election,

AND the measure must receive at least a 60% “yes” vote.

- **“Backdoor” provision if turnout is under 40%:** If the number of voters voting on the proposition is less than 40% of the number of voters who cast ballots in the taxing district in the most recent state general election, the number of “yes” votes must be at least 60% of 40% (or, in plain English, 24%) of the number of votes cast in the most recent state general election. This means that the measure can still pass with less than 40% turnout, but the required “yes” percentage starts climbing above 60%. Theoretically, a property tax measure could pass with as little as 24% turnout using the “backdoor” method, but that would require the support of 100% of the voters. (This backdoor provision does *not* apply to bond measures.)

For an illustration of how validation works for 60% voted property taxes, see the examples below. In these examples, the number of voters who cast ballots in the city in the most recent general election is 1,000. If the number of voters voting on the proposition is at least 400 (40% of 1,000), the measure requires a 60% supermajority to pass. If the number of voters voting on the proposition is *less* than 400, the “backdoor” provision kicks in and the measure requires at least 2,400 “yes” votes (24% of 1,000) for passage.

Examples of Validation for 60% Voted Property Taxes (Except Bonds)				
Number of voters casting ballots in most recent general election = 1,000				
Number of voters voting on proposition	“Yes” votes	“No” votes	Election result	
800	480 (60%)	320 (40%)	PASSED received 60% yes vote	
600	354 (59%)	246 (41%)	FAILED did not receive 60% yes vote	
400	260 (65%)	140 (35%)	PASSED received 60% yes vote	Turnout ≥ 40% of last general election
350	210 (60%)	140 (40%)	FAILED did not receive 240 yes votes	Turnout < 40% of last general election
350	245 (70%)	105 (30%)	PASSED received 240 yes votes	“Backdoor” method

Validation Requirements for Bond Measures

The validation requirements for bond measures are stricter. Every voted bond measure requires a 60% supermajority in favor *and* minimum turnout of 40% compared to the most recent general election. There is no “backdoor” provision for bond measures. If turnout is below the 40% threshold, the bond measure will fail no matter how many “yes” votes it receives.

However, there is a slight discrepancy between the statutory and constitutional requirements for bonds, which creates some uncertainty as to exactly how to calculate bond measure turnout. The [Washington State Constitution](#), Article VII, Section 2(b) states that “the total number of voters voting on the proposition shall constitute not less than forty percent of the total number of voters voting in such

taxing district at the last preceding general election” [emphasis added].

But **RCW 84.52.056**(1) states that “the total number of persons *voting at the election* must constitute not less than forty percent of the voters in the municipal corporation who voted at the last preceding general state election” [emphasis added].

The statutory requirement is slightly less stringent than the constitutional requirement, as the number of people *voting at the election* may be slightly greater than the number of people *voting on the proposition*. This is because ballot propositions sometimes have a small number of “undervotes” (voters who cast a ballot in the election but left that particular measure blank) or “overvotes” (voters selecting more than one choice, in which case the vote is not counted). The difference between the two standards is slight, but to be prudent we recommend using the more restrictive constitutional standard and counting the number of voters *voting on the proposition*.

For an illustration of how bond measure validation works, see the examples below, using the exact same numbers as in the property tax example on the previous page. Again, the number of voters who cast ballots within the city in the most recent general election is 1,000. If the number of voters voting on the proposition is at least 400 (40% of 1,000), the measure requires a 60% supermajority to pass. But this time there is no “backdoor” provision. If the number of voters voting on the proposition is *less* than 400, the bond measure fails no matter how many “yes” votes it receives.

Examples of Validation for Voted Bond Measures

Number of voters casting ballots in most recent general election = 1,000

Number of voters voting on proposition	“Yes” votes	“No” votes	Election result	
800	480 (60%)	320 (40%)	PASSED received 60% yes vote	
600	354 (59%)	246 (41%)	FAILED did not receive 60% yes vote	
400	260 (65%)	140 (35%)	PASSED received 60% yes vote	<i>Turnout ≥ 40% of last general election</i>
350	210 (60%)	140 (40%)	FAILED did not receive 40% turnout	<i>Turnout < 40% of last general election</i>
350	245 (70%)	105 (30%)	FAILED did not receive 40% turnout	<i>Measure fails</i>



Staff Report 123-19

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 9/16/2019

SUBJECT BRT Fort Vancouver Way and E. McLoughlin Blvd. Sidewalk Infill and Pedestrian Signal Upgrade, construction acceptance and release of retainage bond

Key Points

- Added sidewalks to a missing link along Clark College on Fort Vancouver Way from E. McLoughlin Boulevard connecting to the completed C-TRAN Bus Rapid Transit (BRT) Project.
- Upgraded the existing pedestrian signal crossing to a HAWK (High-Intensity Activated crossWalk) pedestrian signal system and constructed ADA-compliant curb ramps at the Clark College main entrance
- Added ADA-compliant curb ramps at all four corners of E. McLoughlin Boulevard and 'G' Street intersection to improve pedestrian safety.
- The project is funded through federal Congestion Mitigation and Air Quality (CMAQ) grant and local funds.
- Construction completion in August 2019.

Strategic Plan Alignment

Goal 1, Objective 1.1: Develop and maintain a safe, balanced and innovative transportation system that will meet the needs of future generations.

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

Present Situation

This project constructed approximately 1,000 feet of sidewalk on Fort Vancouver way from E. McLoughlin Boulevard to the north and connecting to the C-TRAN BRT project, constructed ADA-compliant ramps at E. McLoughlin Boulevard and 'G' Street intersection, and upgraded pedestrian signal to a HAWK pedestrian signal system on Fort Vancouver Way.

The original construction contract bid amount was \$561,666.00. Field adjustments and contract change orders during construction increased the contract amount to \$628,286.68, an 11.9% increase. The major changes were addition of retaining wall concrete coping to connect the sidewalk to the retaining wall and revision of approximately 190 feet of handrail from 2-rail steel to 3-rail aluminum for better corrosion protection and safety.

There was no apprenticeship utilization goal specified for the project. Federal guidelines for grant projects do not allow inclusion of the local agency apprenticeship program.

Advantage(s)

1. Completes the City's contractual and statutory process for accepting the project.
2. Formal project acceptance allows for closure on third party bond claims and facilitates release of the contractor's retainage.

Disadvantage(s)

None.

Budget Impact

This project is funded by CMAQ federal grant and local funds. Funds are budgeted in the Transportation Capital Fund via PRJ071457.

Prior Council Review

Award of construction contract on October 22, 2018.

Action Requested

Accept construction as complete in accordance with contract plans and specifications and authorize release of retainage bond to Clark and Sons Excavating of Battle Ground, Washington, subject to receipt of all documentation required by law.

Steve Lee, Senior Civil Engineer, 487-7752



Staff Report 124-19

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 9/16/2019

SUBJECT Continued Use of Clark County Contract for Asphalt Purchases from Lakeside Industries

Key Points

- The City has greatly benefited from using the Clark County contract #2639 and would like to continue to utilize this contract with Lakeside Industries, Inc. for hot and cold mix asphalt as part of the annual pavement management and street maintenance programs.
- Utilizing this contract will enable City departments to purchase hot mix asphalt and other materials at a competitive price from a contract that is competitively bid.
- The City has reached the limits of expenditures (approximately \$1,200,000) approved by Council in September 2018 for purchases in 2018 and 2019.

Strategic Plan Alignment

Goal 1: Ensure our built urban environment is one of the safest, most environmentally responsible and well maintained in the Pacific Northwest.

Present Situation

The City currently purchases hot and cold mix asphalt for street maintenance, pavement management street preparation, pothole repairs, and utility cut repairs from Lakeside Industries, Inc through their contract with Clark County (#2639).

Public Works is seeking authorization to continue to use this contract to purchase up to the Council-approved annual budgeted amount for materials and supplies through the end of the contract, which is 5/31/20, and into any extended period offered by Clark County.

The City has purchased up to the approved levels authorized by Council in 2018 and requests authority to continue to purchase using this contract up to the amounts approved by the Council in the City's budget process for the street maintenance and pavement management programs.

Advantage(s)

1. Currently, the City purchases asphalt through the Clark County Contract, which, through this cooperative purchasing, saves the City time and money in going through a separate bid process.
2. The approval for continued use of this contract will enable all divisions of Public Works to order asphalt from Lakeside Industries while taking advantage of the Clark County contract's competitive pricing.

Disadvantage(s)

None

Budget Impact

The additional purchasing authority is already budgeted within the current adopted biennial budget appropriation. This contract authority change will not impact annual spending and will not require any change in budget authorization.

Prior Council Review

Council approval on September 10, 2018, for Purchasing Authority for Hot Mix Asphalt from Lakeside Industries, Inc. Staff Report No. 135-18.

Action Requested

Authorize the City Manager or his designee to approve purchases under Clark County contract #2639 for the life of the contract with Lakeside Industries, Inc.

Ryan Miles, Operations Superintendent, 487-7708

ATTACHMENTS:

- ▣ Lakeside Extension Letter 2019
- ▣ Clark County Bid Document



GENERAL SERVICES
PURCHASING

1300 Franklin Street, Suite 650
PO Box 5000
Vancouver, WA 98666-5000
360.397.2323

June 19, 2019

Lakeside Industries, Inc.
8705 NE 117th Ave
Vancouver WA 98662

Dear Mr. Green:

It is the intention of Clark County to extend the existing contract with Lakeside Industries, Inc. to provide Annual Asphaltic Concrete as provided in the specifications of Bid #2639 beginning June 30, 2019 through June 29, 2020.

We have been pleased with your service and are looking forward to working with you for another year.

All terms and conditions will remain the same unless a change request is submitted.

Please sign and return the letter within 14 days. If requesting a change, include your justification. A letter of acceptance will be returned once Clark County accepts your justification.

Your signature indicates acceptance of this extension. You should consider this letter a formal extension for one year.

Sincerely,

Priscilla Ricci C.P.P.B.
Senior Buyer

Approval Signature

7/1/19

Date

PR/ko

cc: Carolyn Heniges
File

☐ **Change request included**
By checking the change request, this extension will not be executed until the changes are accepted by Clark County.

CLARK COUNTY, WASHINGTON
CONTRACT DOCUMENTS FOR FURNISHING

ANNUAL ASPHALTIC CONCRETE

BID NUMBER 2639

SUBMIT BIDS ON OR BEFORE 1:50 P.M.

TUESDAY, JUNE 7, 2016

PART I INVITATION TO BID

PART II INSTRUCTIONS TO BIDDERS

PART III GENERAL TERMS & CONDITIONS

PART IV SPECIAL PROVISIONS

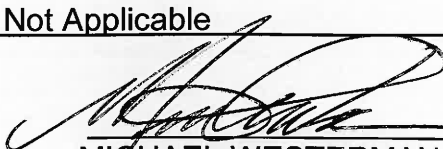
PART V PERFORMANCE REQUIREMENTS

PART VI SPECIFICATIONS

PART VII BID TABULATION

PART I - INVITATION TO BID

1. Sealed bids will be received by the Board of County Councilors, through General Services Purchasing Department, 1300 Franklin Street, Suite 650, Vancouver, WA 98660, (360) 397-2323, (or P.O. Box 5000, Vancouver, WA 98666-5000) until 1:50 p.m., on **Tuesday, June 7, 2016**. Bids will be opened in the Councilors' Hearing Room, Sixth Floor, Public Service Center, 1300 Franklin Street, at 2:00 p.m., on the same date.
2. Clark County shall reserve the right to reject any or all bids, or items bid.
3. In accordance with Washington State Code, all public work submittal to the County by interested bidders shall be accompanied by a **5% BID BOND**, in the form of a surety bond, postal money order, cashier's check, or certified check, in an amount equal to five percent (5%) of the amount of the bid proposed. Public work is defined as "all work, construction, alteration, repair, or improvement other than ordinary maintenance." **BID BONDS are required only when specifically requested in paragraph five.**
4. **A 100% PERFORMANCE BOND** shall be additionally required of a successful bidder of any public work. Should a successful bidder fail to furnish this bond within ten days after notice of bid award, exclusive of the date of notice, his five percent (5%) bid bond shall be forfeited to the County and the contract shall be awarded to the next lowest and best bidder. **PERFORMANCE BONDS are required only when specifically requested in paragraph five.**
5. BID BOND _____ Not Applicable
PERFORMANCE BOND _____ Not Applicable


MICHAEL WESTERMAN, CPPO
PURCHASING MANAGER

PART I - INVITATION TO BID cont.

BID NO. 2639

6. Within ten days after the notice of bid award, the successful bidder and the County shall fully execute all necessary contractual documents.

PART II - INSTRUCTIONS TO BIDDERS

1. It shall be the responsibility of the bidding firm to submit its bid on or before the hour and date specified. Clark County shall assume no responsibility for delay in U.S. Mail Service which results in the late arrival of bids.
2. Bids received shall comply with the requirements of all parts of this specification.
3. A bidding firm which discovers omissions, discrepancies, or areas of uncertainty within these specifications should notify General Services/Purchasing Department without delay. As necessary, written corrections or addenda to these specifications will be sent to all known bidding firms. The County will not be responsible for oral interpretations.
4. Bid responses shall be returned in duplicate upon the bid tabulation forms provided herein (Part VII). The completed forms shall be in ink, or typewritten without alteration or erasure.
5. Each bid must be signed in longhand by a representative of the bidding firm, with the name of the firm and title of signer printed or typed.
6. **Bids shall be submitted in sealed envelopes with the information below.**

BID NO. 2639

BID FOR Annual Asphaltic Concrete

This Bid will not be accepted after 1:50 PM Tuesday, June 7, 2016

**SUBMIT BIDS TO: Clark County Purchasing, PO Box 5000, 1300 Franklin St. Suite 650,
Vancouver, WA 98666-5000**

7. Clark County reserves the right to extend the contract resulting from this bid for a period of five (5) one (1) year periods, with the same terms and conditions, by service of a written notice of its' intention to do so prior to the contract termination date. Extended period shall be reviewed at the time of the extension to allow for inflation.

8.  For an alternative format, contact the Clark County ADA Compliance Office.
V (360) 397-2025; TTY (360) 397-2445; E-mail ADA@clark.wa.gov

PART III - GENERAL TERMS AND CONDITIONS

BID NO. 2639

1. Payments shall be made upon receipt by the County of properly executed and signed invoices from the vendor at the prices bid. Purchase order and contract numbers must be shown on all shipping, billing and correspondence documents.
2. Unless instructed otherwise, taxes, whether State or Federal, shall not be included in the bid prices, but shall be shown as separate amounts on bid.
 - A. As a political subdivision of the State of Washington, Clark County is generally exempted from Federal Taxes, including, but not limited to, excise and transportation taxes.
 - B. The Washington State tax must be added as a separate item to all bids and invoices.
3. The County's specifying of certain brand names shall be constructed solely for the purpose of indicating the standards of quality, performance or use desired. Any bidding firm offering a brand which may not be of equal quality, performance, or use to that specified should accompany its bid with complete technical literature. Deviation from minimum specification must be clearly pointed out. If not, Clark County will assume that items offered are intended to be in compliance with the specifications. Bidding firms should show brand and specification changes on attached sheets and may bid alternates if this specification explicitly allows.
4. Unless otherwise specified, under Special Provisions, Part IV, all goods are to be shipped prepaid F.O.B. destination. Clark County will not accept C.O.D. shipments.
5. Unless otherwise indicated in the bid, any item offered or shipped on this bid shall be new, of the most recent manufacture, in first class condition, and shall include standard commercial packaging.
6. As a political subdivision of the State of Washington, Clark County is specifically exempted by law from all fair trade prices or practices and shall neither recognize nor honor any prices bid to it as such. Identical or substantially similar bids may result in a reevaluation or rejection of all bids pursuant to these practices.
7. The selected firm shall protect Clark County against all claims, suits, or proceedings for patent, trademark, copyright, or franchise infringement arising from the purchase, installation, or use of the goods and materials purchased herein. The selected firm shall assume all expenses and damages arising from such claims, suits, or proceedings.
8. All supplies or workmanship shall be subject to inspection and test by Clark County, prior to acceptance. In case of defective material, poor workmanship, or non-conformity to the specification, Clark County shall have the right either to reject with or without instructions as to disposition, or to require correction or replacement.
9. Bid prices shall be net 30 days.
10. The selected firm shall not discriminate against any employee or sub-contractor because of race, creed, color, national origin, sex, or age. Any vendor who is in violation of this clause shall be barred forthwith from receiving awards of any purchase order or contract from Clark County. Clark County encourages the use of apprenticeship programs, individual supported employment, as well as group supported employment.
11. Cancellation of contract may be made upon thirty (30) days written notice, giving due cause for cancellation. Clark County reserves the right to initiate immediate cancellation upon non-compliance with specifications, service, or supply requirements.

PART IV - SPECIAL PROVISIONS

BID NO. 2639

1. Unless specified differently elsewhere within these specifications, prices bid shall be firm fixed and shall be the maximum as set forth for the duration of the contract period. Any price declines at the manufacturer's level shall be reflected in a reduction of the contract price to the County effective immediately.
2. This contract shall be for a period commencing on the ____ day of _____, and terminating on the ____ day of _____. **No dates noted above signifies that contract dates will be established following bid award.**
3. All withdrawals shall be made by purchase orders issued by Clark County. No shipments shall be made unless so authorized.
4. Shipping instruction, F.O.B. destination including inside or job site, shall be in force unless detailed hereunder:
5. Items bid will be carried in stock, or be available for delivery, within ____ days after receipt of order.
6. Estimated dollar amount of contract \$ N/A approximate.

Quantity amount of contract N/A

If indicated, the above dollar and/or quantity amounts noted above for this contract are estimates only and do not signify a firm commitment to purchase. Contract withdrawals may exceed or be less than the amount hereby estimated above.

7. The following factors, in combination but not limited to, will be considered in awarding the contract. The listing hereunder is not necessarily the order of importance.
 - A. Quality and conformance to specification.
 - B. Ability of bidder to render satisfactory service in this instance.
 - C. Prices.
 - D. Bidding firm's previous record of performance and service.
 - E. Representation to call upon and consult with using departments.

Except as modified in later sections of this specification, Clark County reserves the right to award bids in the best interest of the County, whether on a total basis or on any item individually, whichever will insure the greatest benefit to the County, special provisions notwithstanding. The bidding firm shall state whether it is bidding all or nothing.

PART V - PERFORMANCE REQUIREMENTS

BID NO. 2639

1. Unless noted elsewhere within these specifications, the successful bidding firm shall carry and show proof of liability insurance during the term of the contract. The minimum requirements are a **\$1,000,000.00** limit of liability for Bodily Injury and **\$1,000,000.00** limit of liability for Property Damage and a **\$2,000,000.00** Aggregate Limit. All policies must have a Best's Rating of A-VII or better. Proof of Insurance shall be provided prior to the starting of the contract performance. Proof will be on an ACORD Certificate(s) of Liability Insurance, which the bidder shall provide to Clark County. Each certificate will show the coverage, deductible and policy period. It is the bidder's responsibility to provide evidence of continuing coverage during the overlap periods of the policy and the contract.
2. When filing the Local Sales and Use Tax Section, page 2, of the State of Washington Combines Excise Tax Return, code taxing locations inside city limits to the city's 4 digit location code, code taxing locations not within an incorporated city to the Unincorporated Area with the 4-digit location code 0600. Location not address is the determining factor.
3. This bid may be subject to Inter-Government Act RCW 39-34-020 & 040.
4. Environmentally Responsible Purchasing Program

Clark County has implemented an Environmentally Responsible Purchasing Policy with a goal to reduce negative impacts on human health and the environment. Negative environmental impacts include, but are not limited to, greenhouse gases, air pollution emissions, water contamination, waste from the manufacturing process and waste in packaging.

This policy also seeks to increase:

- 1) water and energy efficiency
- 2) renewable energy sources
- 3) use of products with recycled content
- 4) product durability
- 5) use of products that can be recycled, reused, or composted at the end of its life cycle.

Product criteria have been established on the Green Purchasing List

<http://www.clark.wa.gov/general-services/purchasing/erp/documents/Green%20Purchasing%20List.pdf>

SCOPE

The purpose of this bid is to set Asphaltic Concrete to be used by Public Works for various projects throughout Clark County.

Clark County has made this bid subject to Washington State statute RCW 39.34. Therefore the bidder may, at the bidders' option, extend identical prices and services to other public agencies wishing to participate in this bid. Each public agency wishing to utilize this bid will issue a purchase order (or contract) binding only their agency. Each contract is between the bidder and the individual agency with **no** liability to Clark County.

GENERAL

Prices for either Asphaltic concrete shall be by the ton on the County's trucks or private carriers hired by the County.

The bid award may be to multiple vendors to insure the county, the flexibility of selecting a source with an advantageous location, an ability to provide material with a minimum of delay, and materials that best meet the County's requirements. Source selection may be made on a per job basis.

Prices shall remain fixed for a period of one year. Bid prices may be adjusted at the end of the one year period, provided the successful bidder submits documentation of changes in costs and these adjusted prices are filed with, verified by and approved by the Department of General Services.

The County shall give thirty (30) days written notice prior to the termination of the contract of its intention to extend the contract.

Quantities listed in this bid reflect Clark County estimated usage only. Only materials represented by a purchase order and received by the County will be paid.

EXTENSIONS

Clark County reserves the right to extend the contract resulting from this bid for a period of five (5) one (1) year periods, with the same terms and conditions, by service of a written notice of its' intention to do so prior to the contract termination date. Extended period shall be reviewed at the time of the extension to allow for inflation.

TESTING

Materials supplied are subject to verification of properties. Asphalt Concrete oil content varying by more the .5% will have the billing adjusted. Invoice cost of the excess (the entire overage) oil deducted from the billing amount. Low oil content will be discounted at three times the cost of the variation of oil from the mix design or replaced at Clark County's option.

ASPHALTIC CONCRETE

Materials:

- Shall meet the latest standard of the Asphalt Institute Manual MS-2, latest edition.
- Shall meet all Washington States Standard Specifications.

Service:

- Successful bidder shall have sufficient tank and mixing facilities to meet the job requirements at the time and scheduling required by the Clark County Road Department.

QUESTIONS

- For questions regarding this bid, contact Scott Wilson @ (360) 397-6118 ext. 1675 or Scott.Wilson@clark.wa.gov

ASPHALTIC CONCRETE

Estimated 4,900 tons asphaltic concrete consisting of the following classes:

	<u>Estimated Usage</u>	<u>Price Per Ton</u>	<u>Extended Price</u>
HMA CL. 1/2 IN PG 64-22	1,000 tons	\$	\$
HMA CL.1/2 IN PG 70-22	1,000 tons	\$	\$
HMA Prelevel 3/8th IN PG 64-22	1,000 tons	\$	\$
UPM 2000 COLD MIX	200 tons	\$	\$
DRIVEWAY BLEND	1,000 tons	\$	\$
EZ STREET	200 tons	\$	\$
FINE MIX	500 tons	\$	\$

Sub Total \$ _____

Washington State Sales Tax - 8.4% \$ _____

TOTAL \$ _____

Location of Plant _____

Probable Availability Months _____

NOTE: Failure to acknowledge receipt of Addendum will render the bid non-responsive and therefore void.

ADDENDUM:

Bidder shall insert number of each Addendum received. If no addendum received, please mark "NONE".

No. _____ Dated: _____ No. _____ Dated: _____

Delivery shall be _____ after receipt of order. It is acknowledged that the documents enclosed are hereby incorporated by reference and upon award constitute a contract between the undersigned and the County of Clark. Vendor certifies that he has not entered into any agreement whatsoever to fix or maintain prices or competition with respect to this contract.

Bids submitted without a signature below will be rejected.

FIRM NAME _____ **EMAIL** _____

BY _____ **PRINT NAME** _____

ADDRESS _____ **CITY & STATE** _____ **ZIP** _____

DATE _____ **PHONE ()** _____ **FAX ()** _____

NOTE: For this contract, we will use Local City/County sales and Use Tax Code Number _____

Federal Tax ID: _____ UBI Number: _____ OMWBE Certification # _____



Staff Report 125-19

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 9/16/2019

SUBJECT Interlocal agreement between the City of Vancouver and Clark County for receipt and disbursement of Registered Sex Offender Monitoring Address Verification Program (RSO) grant funding from the Washington Association of Sheriffs and Police Chiefs

Key Points

- Washington State funding supports law enforcement monitoring of registered sex offenders.
- Clark County serves as the fiscal agent and disburses grant funding to the City of Vancouver.
- There are no substantive changes to this agreement, which has been in place since 2008.

Strategic Plan Alignment

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

Present Situation

In June 2019, the Washington Association of Sheriffs and Police Chiefs allocated \$250,726.80 in State funding to Clark County and its cities to enhance law enforcement monitoring of registered kidnapping and sex offenders required by state law (RCW 9A.44.130). Law enforcement officers must provide face-to-face verification at a registered sex offender's place of residence every 3-12 months based on the level of offense. The Clark County Sheriff's Office coordinates and maintains the sex offender registry and database entries for the public website for all sex offenders within the county. Vancouver Police is responsible for monitoring registered sex offenders and kidnapping offenders who live within the city of Vancouver.

Law enforcement monitoring and address verification programs reduce and prevent crime in two ways. First, police monitoring serves as a deterrent for future crimes, as registry violations may result in arrest, prosecution, and sentencing for any new offenses. Second, police monitoring

provides updated information for Washington State's registry database and public website, providing tools to enhance public safety through community awareness and notification.

The Clark County Sheriff's Office has provided an interlocal agreement with the City of Vancouver effective July 1, 2019 – June 30, 2020, disbursing \$95,950.72 for police overtime, training and equipment to support sex offender monitoring and compliance with State law.

Advantage(s)

1. Funding will support the Vancouver Police Department in meeting Washington State requirements for sex offender monitoring, registry updates and community notification.
2. The 12-month grant requires no cash match, retention or local funding. The grant may be renewed annually as Washington State makes additional funding available.
3. Program funding enhances police monitoring of registered kidnapping and sex offenders, enforcing a zero-tolerance message for registry violations and serving as a deterrent for future crimes. Police monitoring also provides updated information for the searchable public website established by the State of Washington to enhance community notification.

Disadvantage(s)

None.

Budget Impact

There is no local funding match or ongoing costs required, and no net impact to the General Fund. The appropriation of revenues and budget for expenditures associated with this grant will come forward as part of the City's next Supplemental Budget Appropriation process.

Prior Council Review

None.

Action Requested

Authorize the City Manager or his designee to execute an interlocal agreement with Clark County for disbursement of grant funds by Clark County for Vancouver Police overtime, training and equipment to support sex offender monitoring and compliance with State law.

James McElvain, Vancouver Police Chief, 487-7473; Michael Githens, Police Finance & Logistics Supervisor, 487-7498; Brenda Tryon, Management Analyst, 487-7497

ATTACHMENTS:

- Interlocal Agreement

To be posted on City of Vancouver website pursuant to Chapter 39, Laws of Washington 2006 (RCW 39.34.040).

RETURN ADDRESS

City of Vancouver
City Clerk's Office
PO Box 1995
Vancouver, WA 98668-1995

CONTRACT NO. _____

**THE STATE OF WASHINGTON
COUNTY OF CLARK**

**INTERLOCAL AGREEMENT
BETWEEN THE COUNTY OF CLARK, WA AND THE CITY OF VANCOUVER, WA
2019-20 WASPC REGISTERED SEX OFFENDER MONITORING PROGRAM
AWARD**

This Agreement is made and entered into effective July 1, 2019, by and between the County of Clark, hereinafter referred to as the COUNTY, acting by and through its Sheriff; and the City of Vancouver, a first class city of the state of Washington, hereinafter referred to as the CITY, acting by and through its governing body, the Vancouver City Council, witnesseth:

WHEREAS, this Agreement is made under the authority of RCW 39.34.080; and

WHEREAS, the Washington Association of Sheriffs and Police Chiefs (WASPC) as the administering organization of the Registered Sex Offender Monitoring Address and Residency Verification Program (SOM) has allocated funding for local law enforcement to verify the residency and address of registered sex offenders and kidnapping offenders under RCW 9A.44.130; and

WHEREAS, WASPC has designated the Clark County Sheriff's Office to serve as fiscal agent for the aggregate of SOM funds available to law enforcement agencies in Clark County; and

WHEREAS, each governing body, in performing governmental functions or in paying for the performance of governmental functions hereunder, shall make that performance or those payments from current revenues legally available to that party.

NOW THEREFORE, the COUNTY and CITY agree as follows:

Section 1. COUNTY agrees to act as fiscal agent for the aggregate \$250,726.80 of SOM funds.

Section 2. County agrees to provide CITY with 38.269% of aggregate WASPC SOM funds (up to \$95,950.72), based on the number of registered sex offenders residing in its jurisdiction, to be used for monitoring of registered kidnap and sex offenders living within the CITY's jurisdiction. COUNTY will make payments quarterly to CITY following completion of performance and after funding is received from WASPC. Payment amounts may change if the total amount to be received from WASPC is changed.

Section 3. Quarterly payments from WASPC to the COUNTY may be withheld if the combined agencies in the Clark County jurisdiction (Clark County Sheriff's Office and six city police departments) fail to meet program requirements outlined in the WASPC award agreement letter (Exhibit A). Therefore, COUNTY will not be responsible for the payment of any funds to the CITY that are not received from WASPC, even if the cause for WASPC's withholding of funds does not involve the CITY or its police department.

Section 4. CITY agrees to timely comply with all performance and reporting obligations required by grant program terms. CITY agrees to provide face-to-face verification of a sex offender's address at the place of residency for each sex offender residing within its jurisdiction:

1. For level I offenders, once every twelve months;
2. For level II offenders, once every six months; and
3. For level III offenders, once every three months.

For the purposes of this grant, unclassified offenders and kidnapping offenders are considered level I offenders unless the local jurisdiction sets a higher classification in the interest of public safety.

In addition, CITY agrees to use funding from this program to send at least one staff person to at least one WASPC Offender Watch User Group and SONAR Committee Meeting. Meeting dates are July 9, 2019, October 8, 2019, and April 14, 2020.

Section 5. CITY agrees to enter address verification data into the statewide offender database, OffenderWatch. WASPC will conduct audits of the OffenderWatch records to confirm verification entries and completeness of records.

Section 6. CITY agrees to monitor registered sex offenders residing within its jurisdiction during the time frame for which WASPC SOM funds are received by taking the action set forth in this Agreement.

Section 7: Registration, community notification, and verification of offenders must follow the applicable state statutes (RCWs 4.24.550, 9A.44.130, 9A.44.145, 36.28A.230, etc.).

Section 8. This Agreement shall be effective for the program year defined by the program award as July 1, 2019 through June 30, 2020. The term of this Agreement may be extended up to two (2) times administratively in one (1) year increments by mutual written agreement of both parties, subject to availability of WASPC SOM Program funding. The Clark County Sheriff or his designee shall be the agent of the COUNTY for approving extensions of this Agreement on behalf of the COUNTY; and the Vancouver City Manager or his designee shall be the agent of the CITY for approving extensions of this Agreement on behalf of the CITY.

Section 9. No new legal entity is being created by this Agreement.

Section 10. COUNTY and CITY agree to cover their own administrative overhead costs associated with receipt of WASPC SOM funds.

Section 11. Each party to this Agreement will be responsible for its own actions in providing services under this Agreement and shall not be liable for any civil liability that may arise from the furnishing of the services by the other party.

Section 12. The parties to this Agreement do not intend for any third party to obtain a right by virtue of this Agreement.

Section 13. By entering into this Agreement, the parties do not intend to create any obligations express or implied other than those set out herein; further, this Agreement shall not create any rights in any party not a signatory hereto.

Section 14. Either party may terminate this Agreement by providing thirty (30) days written notification to the other party. In the event of early termination, COUNTY will pro-rate the CITY's final quarterly payment based on the date of termination.

CITY OF VANCOUVER

CLARK COUNTY

Eric Holmes, City Manager

Chuck Atkins, Sheriff

Date

Date

Approved as to form only:

E. Bronson Potter, City Attorney

Attest:

City Clerk

* By law, the City Attorney’s Office and Prosecuting Attorney’s Office may only advise or approve contracts or legal documents on behalf of their respective clients. They may not advise or approve a contract or legal document on behalf of other parties. Their review of this document was conducted solely from the legal perspective of their respective clients. Their approval as to form of this document was offered solely for the benefit of their respective clients. Other parties should not rely on this approval and should seek review and approval by their own respective attorney(s).



Washington Association of
**SHERIFFS &
POLICE CHIEFS**

3060 Willamette Drive NE
Lacey, WA 98516
360-486-2380 (Phone)
360-486-2381 (Fax)
www.waspc.org

President
Sheriff John Snaza
Thurston County

President-Elect
Chief Craig Meidl
City of Spokane

Vice President
Sheriff Rick Scott
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Chief Ken Thomas
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FBI—Seattle

Chief Gary Jenkins
City of Pullman

Sheriff Mitzi Johanknecht
King County

Sheriff James Raymond
Franklin County

Steven D. Strachan
Executive Director

June 1, 2019

Sheriff Chuck Atkins
Clark County Sheriff's Office
PO BOX 410
Vancouver, WA 98666

Dear Sheriff Chuck Atkins:

Subject: Registered Sex Offender Address Verification Grant Program.

The Washington State Legislature allocated \$9.9 million dollars over the 2019-2021 biennium for the Registered Sex Offender Address Verification Grant Program. This year, local agencies will receive \$4.81 million dollars to conduct face-to-face address verifications for registered sex and kidnapping offenders as directed by RCW 9A.44.130. In 2010, this grant program was established with the intent that all sex offenders and kidnapping offenders would be verified at their registered address by the Sheriff's Office. This face-to-face address verification is important to maintain accuracy of the Sex Offender Registry and to enforce the sex offender registration laws of Washington State. It is important that this money continue to be used for its intended purpose.

I am pleased to inform you that the **Clark County Sheriff's Office** will receive **\$250,726.80** for the Registered Sex Offender Address Verification Program. The grant cycle will follow the state fiscal year, starting July 1, 2019 and ending June 30, 2020. Quarterly grant reports are due on October 10, 2019, January 10, 2020, April 10, 2020, and July 10, 2020. Quarterly grant reports are to be completed electronically and will be emailed to RSO Coordinators. Reports must be received by WASPC prior to quarterly grant payments being issued to your agency.

Address verification funds are designed to support all aspects of Registered Sex Offender Address Verification. Most importantly, funds are required to be used for face-to-face verification of a sex offender's address at the place of residency.

- For Level I Offenders—Face-to-Face Address Verification will occur once every twelve months.
- For Level II Offenders—Face-to-Face Address Verification will occur once every six months.
- For Level III Offenders—Face-to-Face Address Verification will occur once every three months.
- For the purposes of this grant, unclassified offenders and kidnapping offenders are considered level I offenders, unless the local jurisdiction sets a higher classification in the interest of public safety.

Serving the Law Enforcement Community and the Citizens of Washington

Funding from this program will be used to send at least one staff person to at least one WASPC OffenderWatch User Group and SONAR Committee Meeting. Meeting dates are July 9, 2019, October 8, 2019 and April 14, 2020.

Address verification data must be entered into the statewide sex offender database, OffenderWatch. WASPC will conduct audits of the OffenderWatch records to confirm verification entries and completeness of records.

Registration, community notification and verification of offenders must follow the applicable state statutes (RCWs 4.24.550, 9A.44.130, 9A.44.135, 36.28A.230, etc.). Any delegation to cities should have signed Memorandums of Understanding (MOUs) clearly defining agreed upon responsibilities.

Please note the following terms will be adhered to for the 2019-2020 Registered Sex Offender Address Verification Program:

- Any agency not meeting at least 90% of required verifications will not receive that quarter's grant payment.
- Any agency not using OffenderWatch to track verifications will not receive that quarter's grant payment.
- Agencies that do not participate in at least one OffenderWatch User Group and SONAR Committee meeting in person will be penalized 10% of the final quarter's grant payment.
- Quarterly grant reports must be received by WASPC prior to quarterly grant payments being issued to your agency.

Please review the attached interagency agreement and return to the WASPC Office ASAP. If you have any questions please contact Terrina Peterson at (360) 486-2386 or tpeterson@waspc.org.

Sincerely,



Steven D. Strachan
Executive Director

**WASHINGTON ASSOCIATION OF SHERIFFS AND POLICE CHIEFS
INTERAGENCY AGREEMENT—SPECIFIC TERMS AND CONDITIONS**

Registered Sex Offender Address Verification Program

This AGREEMENT is entered into by and between the **WASHINGTON ASSOCIATION OF SHERIFFS AND POLICE CHIEFS** (hereinafter referred to as WASPC) and the **CLARK COUNTY SHERIFF'S OFFICE** (hereinafter referred to as the RECIPIENT).

Award Recipient Name and Address:
Clark County Sheriff's Office
PO BOX 410
Vancouver, WA 98666

Agency Contact: Chuck Atkins
Title: Sheriff

Project Title
Registered Sex Offender Address Verification

Funding Cycle
July 1, 2019-June 30, 2020

Agreement No:
RSO 19-20 Clark

Funding Authority:
WA Association of Sheriffs and Police Chiefs

Grant Award:
\$250,726.80

Service Area:
Clark County

FUNDING SOURCE

Funding for this AGREEMENT is provided to WASPC through the Criminal Justice Training Commission from the State of Washington. Funding awarded the RECIPIENT shall not exceed the amount shown on the award letter.

SCOPE OF SERVICES

The RECIPIENT shall use the funds awarded to meet the following requirements:

- Face-to-face verifications of all registered offenders based on the schedule outlined in the award letter and RCWs 36.28A.230 and 9A.44.135. Any agency not meeting at least 90% of required verifications will not receive that quarter's grant payment.
- Quarterly report will be submitted electronically by October 10, 2019, January 10, 2020, April 10, 2020, and July 10, 2020. Funds will be disbursed in equal allotments each quarter. Quarterly grant reports must be received by WASPC prior to quarterly grant payments being issued to your agency.
- In-person attendance at least one OffenderWatch User Group and SONAR Committee Meeting. Meeting dates are July 9, 2019, October 8, 2019 and April 14, 2020. Agencies that do not participate in at least one OffenderWatch User Group and SONAR Committee meeting in person will be penalized 10% of the final quarter's grant payment.
- Up to date and accurate record entries into OffenderWatch. Any agency not using OffenderWatch to track verifications will not receive that quarter's grant payment.

IN WITNESS WHEREOF, WASPC and RECIPIENT acknowledge and accept the terms of this AGREEMENT and attachments hereto, and in witness whereof have executed this AGREEMENT as of the date and year written below. The rights and obligations of both parties to this AGREEMENT are governed by the information on this Award Sheet and Letter and other documents incorporated herein.

For WASPC	For RECIPIENT
Name: Steven D. Strachan	Name: Chuck Atkins
Title: Executive Director	Title: Sheriff
Agency: WA Assn. of Sheriffs & Police Chiefs	Agency: Clark County Sheriff's Office
Date:	Date: 6/11/19
Signature: 	Signature: 



Staff Report 126-19

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 9/16/2019

SUBJECT Interlocal agreement between the City of Vancouver and Clark County for disbursement of Justice Assistance Grant (JAG) funds from the United States Department of Justice

Key Points

- The City of Vancouver and Clark County must co-apply for this grant. Clark County serves as the primary applicant and disburses grant funding to the City.
- There are no substantive changes to this agreement, which has been in place for over 10 years
- No local match or ongoing costs are required.

Strategic Plan Alignment

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

Present Situation

The United States Department of Justice, Office of Justice Programs, Bureau of Justice Assistance will award Justice Assistance Grant (JAG) funds to Clark County, Washington, in the amount of \$96,127 for the Fiscal Year 2019. JAG funds are intended to support a wide range of activities to reduce and prevent crime based on the needs and conditions of local jurisdictions. Allowable purpose areas include law enforcement equipment and supplies, training and technology to enhance criminal justice. Clark County will administer this grant and disburse budgeted funds for the Vancouver Police Department through an interlocal agreement. When funding is awarded in October 2019, the City of Vancouver will receive \$54,792 to enhance police training and leadership development.

Advantage(s)

1. Enhance police leadership development by providing money for training opportunities not currently funded in the local budget.
2. This grant requires no local match or sustainability and can be used over the next three years.
3. Federal grant funding will enhance police operations.

Disadvantage(s)

None.

Budget Impact

There is no local funding match or ongoing subsidy required, and no net impact to the General Fund. The appropriation of revenues and budget for expenditures associated with this grant will come forward as part of the City's next Supplemental Budget Appropriation process.

Prior Council Review

None.

Action Requested

Authorize the City Manager or his designee to execute an interlocal agreement with Clark County for disbursement of Justice Assistance Grant funds.

James McElvain, Vancouver Police Chief, 487-7473; Michael Githens, VPD Finance & Logistics Supervisor, 487-7498; Brenda Tryon, VPD Management Analyst, 487-7497

ATTACHMENTS:

- ▣ Interlocal Agreement
- ▣ Grant Form

To be posted on City of Vancouver website pursuant to Chapter 32, Laws of Washington 2006 (RCW 39.34.040).

RETURN ADDRESS

City of Vancouver
City Clerk's Office
PO Box 1995
Vancouver, WA 98668-1995

GMS APPLICATION NUMBER 2019-H4002-WA-DJ

CONTRACT NO. 2019-

**THE STATE OF WASHINGTON
COUNTY OF CLARK**

**INTERLOCAL AGREEMENT
BETWEEN THE CITY OF VANCOUVER, WA AND COUNTY OF CLARK, WA**

2019 BYRNE JUSTICE ASSISTANCE GRANT (JAG) PROGRAM AWARD

This Agreement is made and entered into this 31th day of August, 2019, by and between The COUNTY of Clark, acting by and through its governing body, the Clark County Council, hereinafter referred to as COUNTY, and the CITY of Vancouver, acting by and through its governing body, the City Council, hereinafter referred to as CITY, both of Clark County, State of Washington, witnesseth:

WHEREAS, this Agreement is made under the authority of RCW 39.34.080; and

WHEREAS, the Bureau of Justice Assistance (BJA) as the administering organization of the JAG program has certified the COUNTY and the CITY as disparate jurisdictions, requiring that they submit a joint application for the aggregate of funds allocated to them; and

WHEREAS, the BJA requires that the COUNTY and the CITY designate one jurisdiction to serve as applicant/fiscal agent for the joint funds; and

WHEREAS, each governing body, in performing governmental functions or in paying for the performance of governmental functions hereunder, shall make that performance or those payments from current revenues legally available to that party.

GMS APPLICATION NUMBER 2019-H4002-WA-DJ

CONTRACT NO. 2019-

NOW THEREFORE, the COUNTY and CITY agree as follows:

Section 1. COUNTY agrees to act as applicant/fiscal agent for the \$96,127 of aggregate 2019 JAG funds.

Section 2. COUNTY agrees to make \$54,792 of the aggregate fund available to the CITY to be used for local initiatives, technical assistance, training, equipment, supplies, contractual support, and information systems in accordance with the requirements set forth by BJA for JAG funds.

Section 3. CITY agrees to timely comply with all reporting obligations required by grant terms.

Section 4. CITY agrees to maintain and retain accounting and financial records in accordance with Generally Accepted Accounting Principles (GAAP) and the standards of the Office of the Comptroller set forth in the 2017 U.S. Department of Justice (DOJ) Financial Guide, including without limitation in accordance with the Office of Management and Budget (OMB) Circulars, Uniform Administrative Requirements Code of Federal Regulations Title 2, and all other applicable requirements. All of these documents are to be retained for a minimum of six years after the grant has been closed and available for review, upon request, to federal, state and County employees or their agents or officers. Review may occur at any time, even after six years, if the records are still available.

Section 5. CITY agrees not to supplant its local funds with federal and to, instead, use the federal funds to increase the amount of funds that, in the absence of federal aid, would be made available to the CITY to fund programs within the JAG guidelines.

Section 6. CITY agrees to provide the COUNTY with progress reports, financial reports, and audit reports when required by the COUNTY in the form reasonably required by the COUNTY.

Section 7. Each party to this agreement will be responsible for its own actions in providing services under this agreement and shall not be liable for any civil liability that may arise from the furnishing of the services by the other party.

Section 8. The parties to this Agreement do not intend for any third party to obtain a right by virtue of this Agreement.

Section 9. By entering into this Agreement, the parties do not intend to create any obligations express or implied other than those set out herein; further, this Agreement shall not create any rights in any party not a signatory hereto.

Section 10. No separate legal or administrative entity is created by this Agreement and this Agreement does not affect the organization or functions of the parties, except as provided herein.

Section 11. The duration of this agreement shall begin August 31, 2019 and end September 30, 2022.

Section 12. This Agreement may be terminated by either party with thirty (30) days written notice. A final reconciliation of costs and a report of completed activities shall be completed by the City and submitted within 30 days of the end of the quarter.

CITY OF VANCOUVER

CLARK COUNTY COUNCIL

Eric Holmes, City Manager

Eileen Quiring, Council Chair

Approved as to form only:

Temple Lentz, Councilor

Jonathan Young, Interim City Attorney

Julie Olson, Councilor

Attest:

John Blom, Councilor

Carrie Lewellen, City Deputy Clerk

Gary Medvigy, Councilor

Approved as to form only:



Leslie Lopez, Deputy Prosecuting Attorney

Attest:

Rebecca Messinger, Clerk to the Board

*** By law, the City Attorney's Office and Prosecuting Attorney's Office may only advise or approve contracts or legal documents on behalf of their respective clients. They may not advise or approve a contract or legal document on behalf of other parties. Their review of this document was conducted solely from the legal perspective of their respective clients. Their approval as to form of this document was offered solely for the benefit of their respective clients. Other parties should not rely on this approval and should seek review and approval by their own respective attorney(s).**

GMS APPLICATION NUMBER 2019-H4002-WA-DJ

CONTRACT NO. 2019-

**U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS**

Edward Byrne Justice Assistance Grant Program FY 2019 Local Solicitation

Certifications and Assurances by the Chief Executive of the Applicant Government

On behalf of the applicant unit of local government named below, in support of that locality's application for an award under the FY 2019 Edward Byrne Justice Assistance Grant ("JAG") Program, and further to 34 U.S.C. § 10153(a), I certify to the Office of Justice Programs ("OJP"), U.S. Department of Justice ("USDOJ"), that all of the following are true and correct:

1. I am the chief executive of the applicant unit of local government named below, and I have the authority to make the following representations on my own behalf as chief executive and on behalf of the applicant unit of local government. I understand that these representations will be relied upon as material in any OJP decision to make an award, under the application described above, to the applicant unit of local government.
2. I certify that no federal funds made available by the award (if any) that OJP makes based on the application described above will be used to supplant local funds, but will be used to increase the amounts of such funds that would, in the absence of federal funds, be made available for law enforcement activities.
3. I assure that the application described above (and any amendment to that application) was submitted for review to the governing body of the unit of local government (e.g., city council or county commission), or to an organization designated by that governing body, not less than 30 days before the date of this certification.
4. I assure that, before the date of this certification— (a) the application described above (and any amendment to that application) was made public; and (b) an opportunity to comment on that application (or amendment) was provided to citizens and to neighborhood or community-based organizations, to the extent applicable law or established procedure made such an opportunity available.
5. I assure that, for each fiscal year of the award (if any) that OJP makes based on the application described above, the applicant unit of local government will maintain and report such data, records, and information (programmatic and financial), as OJP may reasonably require.
6. I have carefully reviewed 34 U.S.C. § 10153(a)(5), and, with respect to the programs to be funded by the award (if any), I hereby make the certification required by section 10153(a)(5), as to each of the items specified therein.

Signature of Chief Executive of the Applicant Unit of
Local Government

Date of Certification

Printed Name of Chief Executive

Title of Chief Executive

Name of Applicant Unit of Local Government



Staff Report 127-19

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 9/16/2019

SUBJECT Settlement of Tort Claim by Karyn and Douglas Cassle

Key Points

- On February 18, 2017, Karyn Cassle was a pedestrian crossing the street when a Vancouver Police Officer struck her with his vehicle.
- Ms. Cassle sustained injuries as a result of the accident requiring ambulance transport and months of medical treatment.
- Ms. Cassle and her husband filed a tort claims with the City, initially demanding more than \$216,000.
- City staff and the Cassles' counsel have negotiated a tentative settlement agreement for \$125,000 that, if approved by City Council, would extinguish all liability the City may have to Karyn Cassle and her husband as a result of the vehicle accident.

Strategic Plan Alignment

N/A

Present Situation

During daylight hours on February 18, 2017, former Vancouver Police Department Officer Gregory Zimmerman was operating a City-owned 2015 Ford Explorer when he attempted to make a left-hand turn from W. Evergreen Blvd. onto Columbia Street. In the process of his turn, Officer Zimmerman struck two pedestrians in the crosswalk, one of which was Ms. Cassle. As a result of the collision, Ms. Cassle underwent extensive medical treatment and also sustained lost wages. Following the conclusion of Ms. Cassle's treatment, City staff and Ms. Cassle's attorney began settlement negotiations beginning with an opening demand of more than \$216,000. The parties engaged in mediation on July 10, 2019, and were unable to reach an agreement. Subsequent to that date, the Cassles and City agreed to a tentative settlement, subject to City Council approval, to resolve the claims of both Karyn and Douglas Cassle fully for \$125,000, which would encompass payment for Ms. Cassle's medical expenses.

Advantage(s)

1. Resolves a claim against the City at an acceptable amount without the expense of litigation costs.
2. Avoids the uncertainty of trial and a potentially significant adverse outcome.

Disadvantage(s)

Eliminates the possibility of a defense verdict if the claim were to go to trial, which would negate all City liability.

Budget Impact

Sufficient funding is available in the Risk Fund.

Prior Council Review

Council authorized settlement of the tort claim filed by the other pedestrian in the accident, Sue Ryland, on June 18, 2018. Council has also discussed this particular claim in executive session.

Action Requested

Authorize the City Manager or his designee and the Acting City Attorney to execute any and all documents necessary to complete the settlement with Karyn and Douglas Cassle in the amount of \$125,000.

Dan Lloyd, Assistant City Attorney, 487-8500

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:

\$ **4,677,501.35** this 16th day of September 2019.

MAYOR

COUNCILMEMBER



AUDITING OFFICER

COUNCILMEMBER

DATE	INCLUSIVE CHECK NUMBERS	CHECK TOTAL
September 3 - September 9	Accounts Payable Checks (see attached)	\$ 4,652,100.81
September 3 - September 9	Hansen City Payments (see attached)	\$ 19,239.54
September 3 - September 9	Visa Refunds (see attached)	\$ 6,161.00
September 3 - September 9	Payroll Checks (see attached)	\$ -
TOTAL		\$ 4,677,501.35

INVOICE PAYMENTS REPORT

<u>Payment Category</u>	<u>Payment Type</u>	<u>Check Number</u>	<u>Payment Date</u>	<u>Payment Amount</u>	<u>Payment Payee</u>	<u>Payment Memo if applicable</u>
Supplier Payment	Manual Wire		9/3/2019	240,048.20	Blue Cross Blue Shield of Oregon	
Supplier Payment	Manual Wire		9/3/2019	4,182.29	Internal Revenue Service	
Supplier Payment	Manual Wire		9/3/2019	15,164.22	Lynn K Wittwer MD PC	
Supplier Payment	Manual Wire		9/3/2019	4,924.87	Lynn K Wittwer MD PC	
Supplier Payment	Manual Wire		9/3/2019	8,295.48	VSP Vision Care Inc	
Supplier Payment	Manual Wire		9/3/2019	14,561.40	Washington Dental Service	
Supplier Payment	Manual Wire		9/4/2019	547,095.63	Operations Management International Inc	
Supplier Payment	Manual Wire		9/4/2019	50,537.34	Operations Management International Inc	
Supplier Payment	Manual Wire		9/4/2019	21,604.80	Operations Management International Inc	
Supplier Payment	Manual Wire		9/4/2019	204,340.84	Operations Management International Inc	
Supplier Payment	Manual Wire		9/4/2019	32,160.57	Operations Management International Inc	
Supplier Payment	Manual Wire		9/4/2019	13,038.72	Operations Management International Inc	
Supplier Payment	Manual Wire		9/4/2019	1,075,990.87	Operations Management International Inc	
Supplier Payment	Manual Wire		9/4/2019	101,952.92	Operations Management International Inc	
Supplier Payment	Manual Wire		9/4/2019	1,060,234.34	Operations Management International Inc	
Supplier Payment	Manual Wire		9/5/2019	300.00	Columbia Legal Advocates P.C.	
Supplier Payment	Manual Wire		9/6/2019	8,500.00	Mark Brown	
Expense Payment	Direct Deposit	EFT-00020048	9/6/2019	72.15	James Fields	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00020049	9/6/2019	107.64	David Jensen	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00020050	9/6/2019	116.00	Ryan Miles	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00020051	9/6/2019	153.25	Rainy Rau	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00020052	9/6/2019	24.75	Steven Dobbs	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00020053	9/6/2019	130.50	Mark Milazzo	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00020054	9/6/2019	25.00	Raymond Egan	Employee Reimbursement
Cash Advance Payment	Direct Deposit	EFT-00020055	9/6/2019	237.00	Ryan Starbuck	Travel Advance
Expense Payment	Direct Deposit	EFT-00020056	9/6/2019	13.50	Olga Dacy	Employee Reimbursement
Cash Advance Payment	Direct Deposit	EFT-00020057	9/6/2019	150.20	JT Thomas	Travel Advance
Expense Payment	Direct Deposit	EFT-00020058	9/6/2019	326.00	Tanya Wollstein	Employee Reimbursement
Payment	Direct Deposit	EFT-00020059	9/6/2019	190.00	Anne McEnerny-Ogle	
Payment	Direct Deposit	EFT-00020060	9/6/2019	202.50	Nolan Hanson	
Payment	Direct Deposit	EFT-00020061	9/6/2019	57.00	Patrick Kennedy	
Payment	Direct Deposit	EFT-00020062	9/6/2019	342.00	Andrew Dunbar	
Payment	Direct Deposit	EFT-00020063	9/6/2019	418.00	James Porter	
Payment	Direct Deposit	EFT-00020064	9/6/2019	312.50	Todd Schwartz	
Payment	Direct Deposit	EFT-00020065	9/6/2019	390.50	Lisa Takach	
Payment	Direct Deposit	EFT-00020066	9/6/2019	202.50	John Mosely	
Supplier Payment	Check	4514	9/7/2019	130.01	L.N. Curtis & Sons	
Ad Hoc Payment	Check	4954	9/4/2019	1,283.83	Adamas Joshua D	Utility Refunds: 0085045300-05
Ad Hoc Payment	Check	4955	9/4/2019	215.78	Andrea Izquierdo-Mendoza	Utility Refunds: 0064067345-18
Ad Hoc Payment	Check	4956	9/4/2019	159.80	Anthony Rigdon	Utility Refunds: 0017099907-01
Ad Hoc Payment	Check	4957	9/4/2019	157.08	Benidict Sinatra	Utility Refunds: 0022082805-22
Ad Hoc Payment	Check	4958	9/4/2019	41.13	Bernard J O'Byrne III	Utility Refunds: 0000009195-02

INVOICE PAYMENTS REPORT

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Ad Hoc Payment	Check	4959	9/4/2019	46.74	Boardroom of Depanthers LLC	Utility Refunds: 0045540902-06
Ad Hoc Payment	Check	4961	9/4/2019	196.86	Buker,Stephanie and Milton	Utility Refunds: 0101020140-05
Ad Hoc Payment	Check	4962	9/4/2019	68.32	Chad & Savannah Patton	Utility Refunds: 0015028200-01
Ad Hoc Payment	Check	4963	9/4/2019	141.00	Chamberlain,Judy and Stave	Utility Refunds: 0057032500-09 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	4964	9/4/2019	90.20	Chris Neighhorn	Utility Refunds: 0000008241-01
Ad Hoc Payment	Check	4965	9/4/2019	88.84	Clark County Auditor	Utility Refunds: 0000004448-01
Ad Hoc Payment	Check	4966	9/4/2019	134.19	Clay,Jesse and Morgan	Utility Refunds: 0055013209-09
Ad Hoc Payment	Check	4967	9/4/2019	286.91	Clellan Liggett	Utility Refunds: 0086013998-03 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	4968	9/4/2019	120.50	CMZ Rehabs LLC	Utility Refunds: 0034024200-04 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	4969	9/4/2019	88.67	Crawford,Kasey T and Emily S	Utility Refunds: 0031020700-10 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	4970	9/4/2019	63.25	Cresap,Steven	Utility Refunds: 0091060100-18 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	4971	9/4/2019	159.00	Dave M Berry	Utility Refunds: 0074000218-03
Ad Hoc Payment	Check	4972	9/4/2019	94.00	Debbie Bernhardt	Utility Refunds: 0070070630-02 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	4973	9/4/2019	385.50	Dunmire,David and Brenda	Utility Refunds: 0032005800-02
Ad Hoc Payment	Check	4974	9/4/2019	223.00	Ellensohn,Robyn	Utility Refunds: 0151000780-03 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	4975	9/4/2019	37.12	Eugene & Yuliya Kolotiy	Utility Refunds: 0015048300-03
Ad Hoc Payment	Check	4976	9/4/2019	62.21	Evans,Jason	Utility Refunds: 0103000641-03
Ad Hoc Payment	Check	4977	9/4/2019	116.00	Fermelia,John and Linda	Utility Refunds: 0141004026-02
Ad Hoc Payment	Check	4978	9/4/2019	29.75	Gibbens,Jason and Amal a	Utility Refunds: 0158000150-03
Ad Hoc Payment	Check	4979	9/4/2019	198.00	Gigler,Philip	Utility Refunds: 0045000210-02
Ad Hoc Payment	Check	4980	9/4/2019	222.00	Graves,Michael and Stacey	Utility Refunds: 0045039600-10 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	4981	9/4/2019	47.16	Greenlee,Brandon and Hannah	Utility Refunds: 0023032830-08
Ad Hoc Payment	Check	4982	9/4/2019	31.59	Griffith,John and Krystal	Utility Refunds: 0033035900-04 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	4983	9/4/2019	67.19	Hargrove,Stacey and Chad	Utility Refunds: 0111012002-03
Ad Hoc Payment	Check	4984	9/4/2019	63.34	Hartwig,Clinten D and Katrina K	Utility Refunds: 0087048300-05
Ad Hoc Payment	Check	4985	9/4/2019	144.83	Heather & Kawan Martin	Utility Refunds: 0072075034-05 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	4986	9/4/2019	47.89	Heitzman Alexis C	Utility Refunds: 0039061400-22
Ad Hoc Payment	Check	4987	9/4/2019	28.02	Hunt,Greg and Elaine	Utility Refunds: 0156003468-04
Ad Hoc Payment	Check	4988	9/4/2019	225.56	Jamison,Bonnie	Utility Refunds: 0099049901-02
Ad Hoc Payment	Check	4989	9/4/2019	67.70	Jeff Adams and Sarah Schwab	Utility Refunds: 0044077000-03
Ad Hoc Payment	Check	4990	9/4/2019	63.79	Jerad Anderson	Utility Refunds: 0004064400-13
Ad Hoc Payment	Check	4991	9/4/2019	79.54	Jessica Heinrich	Utility Refunds: 0069905347-02
Ad Hoc Payment	Check	4992	9/4/2019	97.25	Jimmy & Hang Vilaysanh	Utility Refunds: 0083010241-04
Ad Hoc Payment	Check	4993	9/4/2019	864.89	Kellee Hollyman	Utility Refunds: 0141009600-00 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	4994	9/4/2019	79.57	Kelly,Helen	Utility Refunds: 0101000106-01
Ad Hoc Payment	Check	4995	9/4/2019	131.96	Kelsey Deboard and Taylor Pierce	Utility Refunds: 0057012910-08
Ad Hoc Payment	Check	4996	9/4/2019	155.00	Kendrick,Megan and Graham	Utility Refunds: 0137006000-03
Ad Hoc Payment	Check	4997	9/4/2019	23.50	Kevin Davis	Utility Refunds: 0061034785-07
Ad Hoc Payment	Check	4998	9/4/2019	136.32	Kinkade,James A	Utility Refunds: 0101002192-07
Ad Hoc Payment	Check	4999	9/4/2019	161.17	Kylee Jerome and Manuel Cervantes	Utility Refunds: 0104300342-05
Ad Hoc Payment	Check	5000	9/4/2019	143.33	Maeda,Luke and Desiree	Utility Refunds: 0043068140-03
Ad Hoc Payment	Check	5001	9/4/2019	242.94	Marc Kirchner and Denise Stetson	Utility Refunds: 0057015500-04
Ad Hoc Payment	Check	5002	9/4/2019	20.86	Marianne Neely	Utility Refunds: 0072003300-04
Ad Hoc Payment	Check	5003	9/4/2019	197.36	Marina Rizhkov	Utility Refunds: 0000008241-01 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	5004	9/4/2019	226.57	Matthew O'Leary	Utility Refunds: 0000007558-02
Ad Hoc Payment	Check	5005	9/4/2019	141.00	McGillis,Bryan and Julia	Utility Refunds: 0158000420-03 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	5006	9/4/2019	38.66	McGlocklin,Lesley and Calvin	Utility Refunds: 0091016730-05
Ad Hoc Payment	Check	5007	9/4/2019	247.56	Merica,Joyce	Utility Refunds: 0157025000-04
Ad Hoc Payment	Check	5008	9/4/2019	88.92	Mkissa Horner	Utility Refunds: 0061099420-02
Ad Hoc Payment	Check	5009	9/4/2019	45.88	Nance,William and Marvalee	Utility Refunds: 0101000082-05

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Ad Hoc Payment	Check	5010	9/4/2019	60.00	Nancy Krell	Utility Refunds: 0065025726-16
Ad Hoc Payment	Check	5011	9/4/2019	86.00	Nicole Landstrom and Copper Long	Utility Refunds: 0164002010-06
Ad Hoc Payment	Check	5012	9/4/2019	298.44	Ning, Tzay-Yih	Utility Refunds: 0109005252-06 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	5013	9/4/2019	102.14	Nitschke, Laurie A and Adam	Utility Refunds: 0066041000-07
Ad Hoc Payment	Check	5014	9/4/2019	194.46	NW Management Exclusive Inc.	Utility Refunds: 0121001044-10
Ad Hoc Payment	Check	5015	9/4/2019	50.64	NW Residential Properties LLC	Utility Refunds: 0052061300-02
Ad Hoc Payment	Check	5016	9/4/2019	350.48	Nylund Homes Inc.	Utility Refunds: 0061034730-03
Ad Hoc Payment	Check	5017	9/4/2019	145.29	Oliva, Steven J	Utility Refunds: 0002000111-02
Ad Hoc Payment	Check	5018	9/4/2019	131.59	Pam Armentrout	Utility Refunds: 0101000016-04
Ad Hoc Payment	Check	5019	9/4/2019	22.73	Patterson, Adam J	Utility Refunds: 0039073117-07
Ad Hoc Payment	Check	5020	9/4/2019	49.62	Portland Homebuiding Division	Utility Refunds: 0500001933-01
Ad Hoc Payment	Check	5021	9/4/2019	49.62	Portland Homebuilding Div	Utility Refunds: 0500001927-01
Ad Hoc Payment	Check	5022	9/4/2019	49.62	Portland Homebuilding Division	Utility Refunds: 0500001957-01
Ad Hoc Payment	Check	5023	9/4/2019	49.62	Portland Homebuilding Division	Utility Refunds: 0500001929-01
Ad Hoc Payment	Check	5024	9/4/2019	49.62	Portland Homebuilding Division	Utility Refunds: 0500001527-01
Ad Hoc Payment	Check	5025	9/4/2019	47.22	Race, Frederick	Utility Refunds: 0028030800-03
Ad Hoc Payment	Check	5026	9/4/2019	72.09	Real Property Management Vancouver	Utility Refunds: 0500002544-01
Ad Hoc Payment	Check	5027	9/4/2019	101.07	Relo, LLC	Utility Refunds: 0165000410-04
Ad Hoc Payment	Check	5028	9/4/2019	155.05	Riggs, Robert and Julia	Utility Refunds: 0111010652-06
Ad Hoc Payment	Check	5029	9/4/2019	61.94	Rinard, Tara and Steven	Utility Refunds: 0116001004-07
Ad Hoc Payment	Check	5030	9/4/2019	137.62	Robert & Valerie Schubert	Utility Refunds: 0007041400-07
Ad Hoc Payment	Check	5031	9/4/2019	59.45	Roby, Kelly and Melissa	Utility Refunds: 0045028406-02
Ad Hoc Payment	Check	5032	9/4/2019	56.76	Rose, Elizabeth	Utility Refunds: 0098021100-03
Ad Hoc Payment	Check	5033	9/4/2019	87.67	Sarina, Shannon	Utility Refunds: 0123003875-04
Ad Hoc Payment	Check	5034	9/4/2019	271.84	SMB Commercial LLC	Utility Refunds: 0000005480-02
Ad Hoc Payment	Check	5035	9/4/2019	439.60	Soika, Christopher and Theresa	Utility Refunds: 0156000170-05 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	5037	9/4/2019	198.98	Spencer Ravsten and Kelly Poche-Ravsten	Utility Refunds: 0135015565-01
Ad Hoc Payment	Check	5038	9/4/2019	92.73	Struyk, Julie	Utility Refunds: 0087071515-01
Ad Hoc Payment	Check	5039	9/4/2019	190.00	Terry & Marti Bell, c/o Stevensons	Utility Refunds: 0063092775-06 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	5040	9/4/2019	160.00	The Estate of Carol Mumme	Utility Refunds: 0063000562-03 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	5041	9/4/2019	133.55	The Management Group	Utility Refunds: 0077000706-06
Ad Hoc Payment	Check	5042	9/4/2019	38.45	Tidwell-Weinfurter, Terry	Utility Refunds: 0109023926-01
Ad Hoc Payment	Check	5043	9/4/2019	48.92	Tyanna and Adam Byrd	Utility Refunds: 0116293540-02
Ad Hoc Payment	Check	5044	9/4/2019	270.61	Valentyn Tatarenko	Utility Refunds: 0072014209-17
Ad Hoc Payment	Check	5045	9/4/2019	175.95	Vera & Vladimir Kotov	Utility Refunds: 0061059960-04 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	5046	9/4/2019	86.03	Vergeer, Elaine	Utility Refunds: 0163001036-04
Ad Hoc Payment	Check	5047	9/4/2019	235.00	Violette, Melissa	Utility Refunds: 0112097112-06 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	5048	9/4/2019	102.66	Volke, David and Lisa	Utility Refunds: 0057021300-07
Ad Hoc Payment	Check	5049	9/4/2019	114.90	Wise, Brittany	Utility Refunds: 0088081150-06
Ad Hoc Payment	Check	5050	9/4/2019	66.13	W Scott Lukens Revocable Trust	Utility Refunds: 0035009000-05
Ad Hoc Payment	Check	5051	9/4/2019	171.00	Wu, Krystin and Pei-Wei	Utility Refunds: 0108003451-06
Ad Hoc Payment	Check	5052	9/4/2019	42.65	Zenith Properties NW LLC	Utility Refunds: 0000006876-02
Ad Hoc Payment	Check	5053	9/5/2019	290.00	10 Nails LLC	refund bus lic fees
Ad Hoc Payment	Check	5054	9/5/2019	3,247.32	Accurate Electric Unlimited, Inc	MPE-268576 online overpayment
Ad Hoc Payment	Check	5055	9/5/2019	57.09	All County Electrict LLC	MPE-267847
Ad Hoc Payment	Check	5056	9/5/2019	176.00	Cascadia Development Partners	CMI-265073 refund
Ad Hoc Payment	Check	5057	9/5/2019	36.00	Cheryl Herndon	refund pkg permit COV08983
Ad Hoc Payment	Check	5058	9/5/2019	66.59	Crown Electric	MPE-267961 refund
Ad Hoc Payment	Check	5059	9/5/2019	100.00	Daniel Wahlstrom	190529 Treefund
Ad Hoc Payment	Check	5060	9/5/2019	3,125.50	DBG PROPERTIES LLC	Check 580954 reissue

INVOICE PAYMENTS REPORT

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Ad Hoc Payment	Check	5061	9/5/2019	19.35	Diane Bernel	
Ad Hoc Payment	Check	5062	9/5/2019	913.00	El Architects	PIR-75816 refund
Ad Hoc Payment	Check	5063	9/5/2019	57.08	Eric Olson Electric Inc	MPE-267052 refund
Ad Hoc Payment	Check	5064	9/5/2019	187.01	Fuller, Jacob Ronald	Reissue of check 91793
Ad Hoc Payment	Check	5065	9/5/2019	111.28	Garcia, Andy Noel	Reissue of check 89014
Ad Hoc Payment	Check	5066	9/4/2019	415.00	George Almajan	refund bu lic fees
Ad Hoc Payment	Check	5067	9/5/2019	727.08	Harrys Entrance Solutions Inc	
Ad Hoc Payment	Check	5069	9/5/2019	470.00	Jackie Taylor	refund bus lic fees
Ad Hoc Payment	Check	5070	9/5/2019	76.57	James T Mundell & Ilene M Mundell	refund overpmt SCIP loan 6000417
Ad Hoc Payment	Check	5071	9/5/2019	25.00	Jeffrey Grose	refund overpmt pkg cit #7201703455
Ad Hoc Payment	Check	5072	9/5/2019	33.45	Jordan, Marsha Diane	Reissue of check 92070
Ad Hoc Payment	Check	5073	9/5/2019	150.00	Jordan Lucas	190529 Treefund
Ad Hoc Payment	Check	5074	9/5/2019	213.50	Karyn Kameroff	082019 IACP Conference
Ad Hoc Payment	Check	5075	9/5/2019	157.16	Kathy Carlson-Trippy	190529 Treefund
Ad Hoc Payment	Check	5076	9/5/2019	25.00	Kuni BMW	refund overpmt pkg cit #7201704540
Ad Hoc Payment	Check	5077	9/4/2019	100.00	Landover Sharmel Neighborhood Association	20190820
Ad Hoc Payment	Check	5078	9/5/2019	270.00	Maria Leticia Lomeli Carcenas	refund bus lic fee
Ad Hoc Payment	Check	5079	9/5/2019	30.48	Marianne Roda	ref pkg permit COV07198
Ad Hoc Payment	Check	5080	9/5/2019	35.00	Michael Achong	refund overpmt pkg cit #7201208903
Ad Hoc Payment	Check	5081	9/5/2019	25.00	Monique Rice	refund overpmt pkg cit #7200816261
Ad Hoc Payment	Check	5082	9/5/2019	42.44	Nelson, Maddisyn Makay	Reissue of check 91275
Ad Hoc Payment	Check	5083	9/5/2019	20.32	New American Fund	refund pkg permit COV08794
Ad Hoc Payment	Check	5084	9/5/2019	50.00	PCS	Cit #7200809913 Leah Coble
Ad Hoc Payment	Check	5085	9/5/2019	60.00	PCS	Cit #7201207327 Sayde Kelly
Ad Hoc Payment	Check	5086	9/5/2019	50.00	PCS	Cit #7200813856 Kandi Clark
Ad Hoc Payment	Check	5087	9/5/2019	20.00	Phillip Williams	refund overpmt pkg
Ad Hoc Payment	Check	5088	9/5/2019	338.33	Portland Mechanical Contractors	refund bus lic
Ad Hoc Payment	Check	5089	9/5/2019	58.05	Prairie Electric	MPE-268523 refund
Ad Hoc Payment	Check	5090	9/5/2019	57.08	Prairie Electric	MPE-268115 refund
Ad Hoc Payment	Check	5091	9/5/2019	57.08	Prairie Electric	MPE-268426
Ad Hoc Payment	Check	5092	9/5/2019	213.50	Robin Miller	082019 IACP Conference
Ad Hoc Payment	Check	5093	9/5/2019	48.00	Steven Cross	refund pkg permit COV08992
Ad Hoc Payment	Check	5094	9/5/2019	48.00	Steven Cross	refund pkg permit COV08991
Ad Hoc Payment	Check	5095	9/5/2019	150.00	Thomas Miller	190529 Treefund
Ad Hoc Payment	Check	5096	9/4/2019	360.00	Vancouver Veterinary Hospital	
Ad Hoc Payment	Check	5097	9/5/2019	383.58	VBC Grand Boulevard LT Partnership	ENG-75810 refund
Ad Hoc Payment	Check	5098	9/5/2019	213.50	Virginia Hemming	082019 IACP Conference
Supplier Payment	Check	5099	9/5/2019	288.00	Accurate Corporate Services Inc	
Supplier Payment	Check	5100	9/5/2019	70,618.97	Allcon LLC	
Supplier Payment	Check	5101	9/5/2019	13,370.00	Allegis Group Holdings Inc - Remit-To: TekSystems Inc - Atlanta	
Supplier Payment	Check	5102	9/5/2019	121.80	American Sani-Can	
Supplier Payment	Check	5103	9/5/2019	218.41	Aramark Uniform & Career Apparel LLC - Remit-To: Aramark - Pasadena	
Supplier Payment	Check	5104	9/5/2019	10,278.45	Arborscape Ltd Inc	
Supplier Payment	Check	5105	9/5/2019	1,071.25	Aspect Consulting LLC	
Supplier Payment	Check	5106	9/5/2019	55,663.40	Axon Enterprises Inc	
Supplier Payment	Check	5107	9/5/2019	15,752.47	Bank Of America N.A. - Remit-To: Account Analysis	
Supplier Payment	Check	5108	9/5/2019	11,815.00	Bike Clark County	
Supplier Payment	Check	5109	9/5/2019	6,692.48	Blairco Inc	

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

INVOICE PAYMENTS REPORT

<u>Payment Category</u>	<u>Payment Type</u>	<u>Check Number</u>	<u>Payment Date</u>	<u>Payment Amount</u>	<u>Payment Payee</u>	<u>Payment Memo if applicable</u>
Supplier Payment	Check	5110	9/5/2019	181.21	Blue Pearl Vancouver - Columbia River Veterinary Specialists	
Supplier Payment	Check	5111	9/5/2019	3,042.44	Bound Tree Medical LLC	
Supplier Payment	Check	5112	9/5/2019	600.13	Cellco Partnership - Remit-To: Celco - Dallas	
Supplier Payment	Check	5113	9/5/2019	20,268.06	CH2M Hill Inc - Remit-To: CH2M - Dallas	
Supplier Payment	Check	5114	9/5/2019	1,538.20	Cintas	
Supplier Payment	Check	5115	9/5/2019	79.00	City of Vancouver - Remit-To: COV Main	
Supplier Payment	Check	5116	9/5/2019	479.50	City of Vancouver - Remit-To: COV - Vehicle Reg	
Supplier Payment	Check	5117	9/5/2019	4,086.41	Clark County - Remit-To: Clark County - Treasurer Vancouver	
Supplier Payment	Check	5118	9/5/2019	437.86	Clark Public Utility District No. 1	
Supplier Payment	Check	5119	9/5/2019	1,951.33	Clark Public Utility District No. 1	
Supplier Payment	Check	5120	9/5/2019	451.23	Clark Public Utility District No. 1	
Supplier Payment	Check	5121	9/5/2019	446.49	Clark Public Utility District No. 1	
Supplier Payment	Check	5122	9/5/2019	53.97	Clark Public Utility District No. 1	
Supplier Payment	Check	5123	9/5/2019	494.46	Clark Public Utility District No. 1	
Supplier Payment	Check	5124	9/5/2019	37,446.78	Columbia Ford Inc	
Supplier Payment	Check	5125	9/5/2019	8,264.58	Columbia Resource Company	
Supplier Payment	Check	5126	9/5/2019	3,125.22	Columbia West Engineering	
Supplier Payment	Check	5127	9/5/2019	109.95	Comcast - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	5128	9/5/2019	8,407.14	Copiers Northwest	
Supplier Payment	Check	5129	9/5/2019	1,410.91	Core and Main LP	
Supplier Payment	Check	5130	9/5/2019	494.10	Corwin Beverage	
Supplier Payment	Check	5131	9/5/2019	377.00	County of Bexar	
Supplier Payment	Check	5132	9/5/2019	5,203.04	Databar Inc	
Supplier Payment	Check	5133	9/5/2019	775.07	Day Management Corp - Remit-To: Day Wireless - Milwaukie	
Supplier Payment	Check	5134	9/5/2019	9,264.37	Distinctive Landscape LLC	
Supplier Payment	Check	5135	9/5/2019	2,085.28	DKS Associates Inc	
Supplier Payment	Check	5136	9/5/2019	243.90	Dynamic Sales and Service	
Supplier Payment	Check	5137	9/5/2019	2,453.85	Eagle Newspaper Inc	
Supplier Payment	Check	5138	9/5/2019	275.00	ERF Company Inc	
Supplier Payment	Check	5139	9/5/2019	528.00	Ferguson Enterprises - Remit-To: Ferguson - Dallas	
Supplier Payment	Check	5140	9/5/2019	1,941.99	Fire Systems West	
Supplier Payment	Check	5141	9/5/2019	1,140.50	Galls LLC	
Supplier Payment	Check	5142	9/5/2019	12,178.74	General Pacific Inc	
Supplier Payment	Check	5143	9/5/2019	3,703.11	Gray & Osborne Inc	
Supplier Payment	Check	5144	9/5/2019	2,545.23	Green Mountain Fabrication Inc	
Supplier Payment	Check	5145	9/5/2019	75,009.55	Halme Excavating Inc	
Supplier Payment	Check	5146	9/5/2019	18,143.68	Harper Houf Peterson Righellis Inc	
Supplier Payment	Check	5147	9/5/2019	232.52	Harys Key Service Inc	
Supplier Payment	Check	5148	9/5/2019	1,806.00	HDJ Design Group - Remit-To: HDJ - Portland	
Supplier Payment	Check	5149	9/5/2019	8,750.00	Hyas Group LLC	
Supplier Payment	Check	5150	9/5/2019	577.61	Industrial Scientific Corporation - Remit-To: Industrial Scientific Corp - Pittsburgh	
Supplier Payment	Check	5151	9/5/2019	3,966.00	Keiths Sporting Goods Inc	
Supplier Payment	Check	5152	9/5/2019	1,275.83	L.N. Curtis & Sons	
Supplier Payment	Check	5153	9/5/2019	831.71	Leupold & Stevens Inc	
Supplier Payment	Check	5154	9/5/2019	4,361.25	Linguava Interpreters Inc	

INVOICE PAYMENTS REPORT

<u>Payment Category</u>	<u>Payment Type</u>	<u>Check Number</u>	<u>Payment Date</u>	<u>Payment Amount</u>	<u>Payment Payee</u>	<u>Payment Memo if applicable</u>
Supplier Payment	Check	5155	9/5/2019	17,486.48	MacKay Sposito Inc	
Supplier Payment	Check	5156	9/5/2019	6,527.31	Mackenzie Engineering Inc	
Supplier Payment	Check	5157	9/5/2019	38,783.41	McDonald Excavating Inc	
Supplier Payment	Check	5158	9/5/2019	7,759.09	Municipal Emergency Services Inc - Remit-To: Municipal Emergency Services - Chicago	
Supplier Payment	Check	5159	9/5/2019	9,205.50	Murray Smith Inc	
Supplier Payment	Check	5160	9/5/2019	725.84	National Safety Inc	
Supplier Payment	Check	5161	9/5/2019	1,166.65	Net Transcripts Inc	
Supplier Payment	Check	5162	9/5/2019	54,975.06	Northend Truck Equipment Inc	
Supplier Payment	Check	5163	9/5/2019	5,944.66	North Side Electric Inc	
Supplier Payment	Check	5164	9/5/2019	248.00	Northwest Cascade Inc	
Supplier Payment	Check	5165	9/5/2019	2,858.66	Pacific Furnishings	
Supplier Payment	Check	5166	9/5/2019	722.00	Partnership Landscape Architects Inc	
Supplier Payment	Check	5167	9/5/2019	781.95	Porter W Yett Company	
Supplier Payment	Check	5168	9/5/2019	119.24	Potter Webster Co	
Supplier Payment	Check	5169	9/5/2019	13,904.13	PPC Solutions Inc	
Supplier Payment	Check	5170	9/5/2019	32,520.00	Proexc, LLC	
Supplier Payment	Check	5171	9/5/2019	1,070.00	RB Recycling	
Supplier Payment	Check	5172	9/5/2019	262.33	Rentokil North America Inc	
Supplier Payment	Check	5173	9/5/2019	3,935.25	Richard C Nardini	
Supplier Payment	Check	5174	9/5/2019	5,289.92	Robert Half International Inc	
Supplier Payment	Check	5175	9/5/2019	1,390.00	Rock Creek Communications, LLC	
Supplier Payment	Check	5176	9/5/2019	13,323.00	Share Inc	
Supplier Payment	Check	5177	9/5/2019	9.58	Shred It USA LLC	
Supplier Payment	Check	5178	9/5/2019	174.37	SME Solutions LLC	
Supplier Payment	Check	5179	9/5/2019	19,914.77	Software House International SHI - Remit-To: SHI - Dallas	
Supplier Payment	Check	5180	9/5/2019	65,618.04	State of Washington Auditor's Office	
Supplier Payment	Check	5181	9/5/2019	54.00	State of Washington Department of Ecology	
Supplier Payment	Check	5182	9/5/2019	147.20	State of Washington Department of Labor & Industries - Remit-To: State of WA LNI - Elevator Section	
Supplier Payment	Check	5183	9/5/2019	2,585.00	State of Washington Department of Labor and Industries	
Supplier Payment	Check	5184	9/5/2019	77,841.03	Stellar J Corporation	
Supplier Payment	Check	5185	9/5/2019	4,838.00	Targetsolutions Learning LLC - Remit-To: TargetSolutions - Tampa	
Supplier Payment	Check	5186	9/5/2019	189.70	Triple J Enterprises	
Supplier Payment	Check	5187	9/5/2019	2,061.17	TV Etc ESD 112	
Supplier Payment	Check	5188	9/5/2019	9,115.17	Univar USA Inc	
Supplier Payment	Check	5189	9/5/2019	12,468.69	Wallis Engineering PLLC	
Supplier Payment	Check	5190	9/5/2019	4,706.67	Walter E Nelson Company	
Supplier Payment	Check	5191	9/5/2019	949.02	Wapiti NW LLC	
Supplier Payment	Check	5192	9/5/2019	69.59	Washington State School for the Blind	
Supplier Payment	Check	5193	9/5/2019	10,288.30	Waste Connections of Washington - Remit-To: Waste Connections - Vancouver	
Supplier Payment	Check	5194	9/5/2019	2,919.48	Wesco Distribution Inc	
Supplier Payment	Check	5195	9/5/2019	831.02	Western Equipment Distributors - Remit-To: Western Equipment - Los Angeles	
Supplier Payment	Check	5196	9/5/2019	6,268.50	Allegiance Benefit Plan Management Inc	
Supplier Payment	Check	5197	9/5/2019	86.68	AT & T Mobility II LLC	
Supplier Payment	Check	5198	9/5/2019	1,005.16	Broadway Investors LLC	

INVOICE PAYMENTS REPORT

<u>Payment Category</u>	<u>Payment Type</u>	<u>Check Number</u>	<u>Payment Date</u>	<u>Payment Amount</u>	<u>Payment Payee</u>	<u>Payment Memo if applicable</u>
Supplier Payment	Check	5199	9/5/2019	9,500.77	Brown & Wilson Partnership LLC	
Supplier Payment	Check	5200	9/5/2019	127,027.62	Clark County - Remit-To: Clark County - Treasurer Vancouver	
Supplier Payment	Check	5201	9/5/2019	16,490.12	Comcast	
Supplier Payment	Check	5202	9/5/2019	108.27	Comcast - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	5203	9/5/2019	151.11	Comcast - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	5204	9/5/2019	193.27	Comcast - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	5205	9/5/2019	109.35	Comcast - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	5206	9/5/2019	108.27	Comcast - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	5207	9/5/2019	113.27	Comcast - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	5208	9/5/2019	8,236.87	Esther Short Commons LLP	
Supplier Payment	Check	5209	9/5/2019	32,671.31	Life Insurance Company of North America	
Supplier Payment	Check	5210	9/5/2019	500.00	Nagra & Atwal Corporation	
Supplier Payment	Check	5211	9/5/2019	4,278.32	National Park Service	
Supplier Payment	Check	5212	9/5/2019	55,356.13	Northwest Staffing Resources Inc - Remit-To: NW Staffing - Portland	
Supplier Payment	Check	5213	9/5/2019	15.00	NW Natural - Remit-To: NW Natural - Portland	
Supplier Payment	Check	5214	9/5/2019	1,014.61	Qwest Corp - Remit-To: CenturyLink - Phoenix	
Supplier Payment	Check	5215	9/5/2019	33.13	Qwest Corp - Remit-To: Qwest CABS - Monroe	
Supplier Payment	Check	5216	9/5/2019	6,532.82	Qwest Corp - Remit-To: Qwest Corp- Seattle	
Supplier Payment	Check	5217	9/5/2019	249.00	Rotschy Inc	
Supplier Payment	Check	5218	9/5/2019	7,919.00	Second Step Housing	
Supplier Payment	Check	5219	9/5/2019	27,965.21	Share Inc	
Supplier Payment	Check	5220	9/5/2019	23.96	United Parcel Service	
Supplier Payment	Check	5221	9/5/2019	41,665.75	Williams Kastner & Gibbs PLLC	
			SUBTOTAL	4,652,100.81		
Hansen			9/3/2019	19,239.54	City Payments	Posted 9-3-19 thru 9-9-19
			SUBTOTAL	19,239.54		
VISA			9/3/2019	1,938.00	Miscellaneous	Parks Class Refunds - FCC 9-3-19 thru 9-9-19
VISA			9/3/2019	2,273.00	Miscellaneous	Parks Class Refunds - MCC 9-3-19 thru 9-9-19
VISA			9/3/2019	1,950.00	Miscellaneous	Parks Class Refunds - Special Events 9-3-19 thru 9-9-19
VISA			9/3/2019	-	Miscellaneous	Parks Class Refunds - WREC 9-3-19 thru 9-9-19
			SUBTOTAL	6,161.00		
			TOTAL	4,677,501.35		

City of Vancouver
Payroll Council Report
September 3, 2019 - September 9, 2019

Check No.	Date	Explanation	Amount
		No payroll this period	

\$



Staff Report 128-19

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 9/16/2019

SUBJECT Surplus of Water Utility Survey Instruments

Key Points

- In order to stay current with software and hardware progression, as well as survey best practices, aging survey equipment needs to be periodically replaced
- The City currently owns various pieces of survey equipment that were originally acquired for public water utility purposes, but which are now surplus to the City's needs and are not required for providing continued public water utility services.
- While the water utility has replaced two "total-station" survey instruments with newer models, the older models are still usable for other purposes by others and have value.
- State law requires that the City Council hold a public hearing and authorize by resolution the sale of the surplus water utility property.

Strategic Plan Alignment

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

Present Situation

The City's Public Works Department originally acquired two Trimble S-6 robotic surveying total-stations, which are described in Exhibit A - the proposed resolution. One of these total stations was purchased 11 years ago and the other 12 years ago.

Although the instruments have become obsolete for water utility use, they still have value to other organizations for alternate uses. Both Vancouver Police and the Clark County Sheriff's office have expressed interest in purchasing these survey instruments from the water utility for crime scene documentation purposes.

The Public Works Director has determined that the two total stations are obsolete for utility use and no longer needed for continued public utility service. RCW 35.94.040 requires that the City Council hold a public hearing and authorize the sale of the surplus utility property by resolution .

Public Works therefore requests that City Council, after holding a public hearing, declare by resolution that the pieces of survey equipment are surplus to the City's needs and authorize the Public Works Director to sell the two survey total-stations for fair market value as determined by similar recent sales of comparable used equipment. Amounts of recent sales of comparable instruments from early June through mid-August are summarized in Exhibit "B"

Advantage(s)

The approval of the resolution would allow for the removal of surplus property originally acquired for public water utility purposes from the City's inventory. The City will receive the fair market value from the sale of the surplus property.

Disadvantage(s)

None

Budget Impact

The replacement survey total stations have already been purchased and are in use. The approval of the resolution and subsequent sale of the older survey total stations will generate revenue for the water utility.

Prior Council Review

None

Action Requested

Authorize the City Manager, or his designee to adopt a resolution to declare the two survey total stations as surplus property and authorize City staff to sell the equipment for fair market value.

Weston Dorszynski, City Surveyor, 487-7771

ATTACHMENTS:

- ▣ Exhibit A - Resolution
- ▣ Exhibit B - Comparable Sale Results

9/16/2019

RESOLUTION NO. M-

A RESOLUTION authorizing the City of Vancouver's Director of Public Works to dispose of survey equipment that was originally acquired for public utility purposes but is now surplus to the needs of the City of Vancouver's (the "City's") public utility and authorizing the City's Director of Public Works ("Director") to sell such property for fair market value.

WHEREAS, the City's Public Works Department acquired survey equipment for public utility needs, but the Director has determined the survey equipment is not required for providing continued public utility service; and

WHEREAS, the Director would like to sell the equipment for fair market value; and

WHEREAS, RCW 35.94.040 requires that whenever the City determines "that any lands, property, or equipment originally acquired for public utility purposes is surplus to the city's needs and is not required for providing continued public utility service, then such legislative authority by resolution and after a public hearing may cause such lands, property, or equipment to be leased, sold, or conveyed"; and

WHEREAS, the City held a public hearing concerning the disposition of the survey equipment on September 16, 2019, and after considering any testimony received, the City Council has determined that the survey equipment is surplus to the needs of the City's Public Works Department and wishes to enact this resolution authorizing disposition of the survey equipment.

NOW, THEREFORE,

BE IT RESOLVED BY THE CITY OF VANCOUVER:

RESOLUTION - 1

Section 1. The foregoing recitals are incorporated and fully made a part of this resolution.

Section 2. The following survey equipment, which was originally acquired for public utility purposes, is not required for providing continued public utility service:

- Trimble S6 3' Total Station DR 300+ with radio, serial number 92721126
- Trimble S6 3' Total Station DR 300+ with radio, serial number 92713115

Section 3. The Director is authorized to sell the survey equipment described under Section 2 for fair market value, as determined by similar recent sales of used equipment.

Section 4. This resolution shall take effect and be in force immediately upon its passage.

ADOPTED at a Regular Meeting of the Vancouver City Council this 16th day of September, 2019.

Anne McEnerny-Ogle, Mayor

Attest:

Natasha Ramras, City Clerk

Approved as to form:

Jonathan Young, Acting City Attorney

RESOLUTION - 2

Comparable completed transactions

Posted Date	Trimble S6 Robotic total station Survey Instrument	Posted price
8/12/2019	S6, with 360° Prism	\$7,132.00
7/3/2019	S6, with case and battery	\$7,200.00
7/2/2019	S6, with battery	\$6,439.00
6/17/2019	S6, with no accessories	\$5,700.00
6/12/2019	S6, with case and touch screen unit	\$3,600.00
6/7/2019	S6, with 2 batteries	\$8,495.00
6/6/2019	S6, with no accessories	\$6,350.00
5/27/2019	S6, with charger, case, batteries, warranty from Trimble	\$9,995.00
	Estimated Value	\$6,863.88
Prices from past 90 days of Ebay sales. Transactions including more expensive accessories such as data collectors, tripods, software packages, etc. were not included.		

EXHIBIT "B"



Staff Report 129-19

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 9/16/2019

SUBJECT 2018 CDBG / HOME Consolidated Annual Performance and Evaluation Report

Key Points

- Brief Council on the 2018 Consolidated Annual Performance and Evaluation Report (CAPER) (July 1, 2018- June 30, 2019) for CDBG and HOME programs prior to submitting to HUD.
- Allow for public review and comment of CDBG and HOME program accomplishments.
- It is important to note that this is the fifth and final year of the consolidated plan period (2014-2019)

Strategic Plan Alignment

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

Goal 6, Objective 6.2: Improve amenities and services that allow residents to age in place.

Goal 10, Objective 10.1: Lend the City's support, as appropriate, to assist with the success of community projects.

Present Situation

CAPER – Program Year 2018

Annually, the City of Vancouver prepares a Consolidated Annual Performance and Evaluation Report (CAPER) for submission to HUD outlining the expenditures and accomplishments of the City CDBG and HOME programs. The 2018 program year covers from July 1, 2018, to June 30, 2019. The 2018 CAPER can be found online at www.cityofvancouver.us/cdbg.

In Program Year 2018 Vancouver expended \$1,702,936 in CDBG funds and \$1,227,229 in HOME funds. HUD funds allocated by the City were only a portion of the dollars needed to complete the 2018 projects. These projects leveraged additional federal, state, and other local

funds, resulting in an approximate leveraging ratio of 1:19 of City to total funding for 2018 CDBG and a ratio of 1:27 for 2018 HOME funding.

The following is a synopsis of the accomplishments and people assisted during the 2018 program year.

Affordable Housing:

- Tenant Based Rental Assistance (TBRA): Assisted 180 households (CDBG), 104 households HOME
- Homeowner housing rehabilitation: Assisted 21 households
- New Rental units construction: 30 units funded

Increase Economic Opportunity:

- Persons assisted: 135 (small business assistance)

Supportive Services for At-Risk & Homeless Persons:

- Public Service Activities: Assisted 8,093 persons

Public Facilities and Improvements

- Homeless facilities: Assisted 4,725 persons

The cumulative five year total accomplishments for the 2014-2019 Consolidated Plan are:

- 40,224 people served through funded public service agencies
- 29,334 people served by funded public facilities
- 580 business assisted by economic development funded activities
- 480 household provided with direct rental assistance
- 392 households provided with housing case management
- 159 constructed rental units
- 67 household rehabilitated

Advantage(s)

Continue to remain in compliance with the federal regulations and ensure the City CDBG / HOME program can continue to receive and allocate federal entitlement funds for local projects and services that benefit low income persons.

Disadvantage(s)

None.

Budget Impact

Failure to submit required reports places the City CDBG/HOME programs out of compliance with federal contracts and risks the loss of federal funding for local projects and services.

Prior Council Review

2018 CDBG / HOME Action Plan approved by Council on May 21, 2018.

Action Requested

Following a public hearing, approve the 2018 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

ATTACHMENTS:

- ▣ 2018 CDBG / HOME Accomplishment Graphic
- ▣ Presentation

CITY OF VANCOUVER

2018 CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT

July 1, 2018 - June 30, 2019

HUD Entitlement Funds

The City of Vancouver is the administrative authority for the U.S. Department of Housing and Urban Development’s Community Development Block Grant (CDBG) and HOME Investment Partnerships allocation.

CDBG funding was used to fund a variety of programs and projects that benefit low- and moderate-income county residents, including:

- infrastructure improvements
- case management
- homeowner rehabilitation programs
- community facilities
- fair housing initiatives



Plus an additional
\$22,669,364
was leveraged from other
sources at a ratio of **1:19**

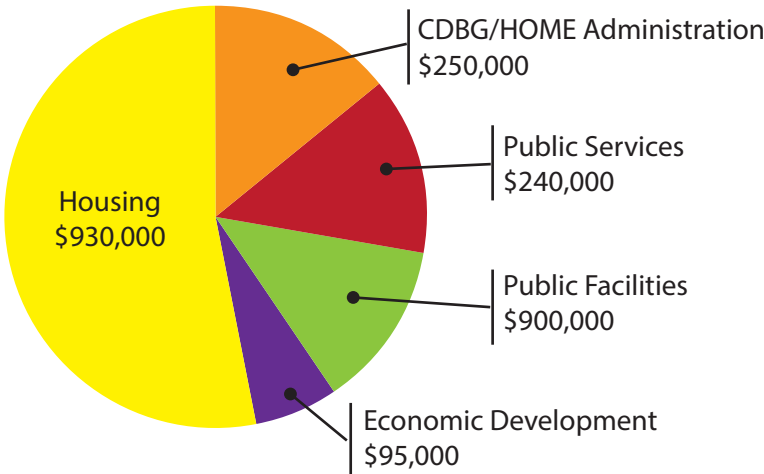
HOME funding was used to construct new housing and provide rental assistance to formerly homeless families.

Plus an additional
\$17,179,374
was leveraged from other
sources at a ratio of **1:27**



2018 Project Expenditures

28 activities with 11 partners: \$1.75 million



Housing | \$930,000

Housing rehab
Rental assistance
Second Step
Salvation Army

Public Facilities | \$220,000

Navigation Center
Lifeline Connections
Vancouver Housing Authority
Bridgeview Housing
Columbia River Mental Health Svcs.

CDBG/HOME Administration |

\$250,000
CHDO development, operating & TA
HOME Program administration
HQS inspections

Economic Development |

\$111,500
Greater Vancouver Chamber of
Commerce
Hispanic Metropolitan Chamber

Public Services | \$240,000

Share
Council for the Homeless
Janus Youth
Community Housing Resource Center



2018 Project Outcomes



13,225

low and moderate income
households served



30

formerly homeless people
housed in new units



4,725

people assisted through
improved public facilities



135

people given increased
economic opportunity



21

homes
rehabilitated



8,093

people experiencing
homelessness assisted



104

households assisted
with rent payments

2018 Consolidated Annual Performance Evaluation Report (CAPER)

VANCOUVER
CITY HALL



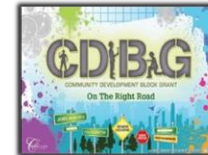
September 16, 2019

Vancouver City Council Public Hearing

Peggy Sheehan,
Community Development Programs Manager

Presentation Overview

- Purpose
- HUD Program Descriptions
- Program Year Expenditures
- Accomplishments
- Next Steps
- Questions & Discussion



Purpose

- Consolidated Annual Performance and Evaluation Report (CAPER) – annual report due to the U.S. Department of Housing and Urban Development (HUD) regarding the progress of the use of the CDBG and HOME funds
- Review of the City's 2014-2018 Consolidated Plan goals and accomplishments
- Document requires public comment period and hearing through Council prior to admission to HUD
- Document available for public review

CDBG Program

The CDBG entitlement program allocates annual grants to larger cities and urban counties to develop viable communities by:

- Providing decent housing,
- Creating suitable living environments, and
- Expanding economic opportunities

Funds used principally for low and moderate-income persons.

HOME Program

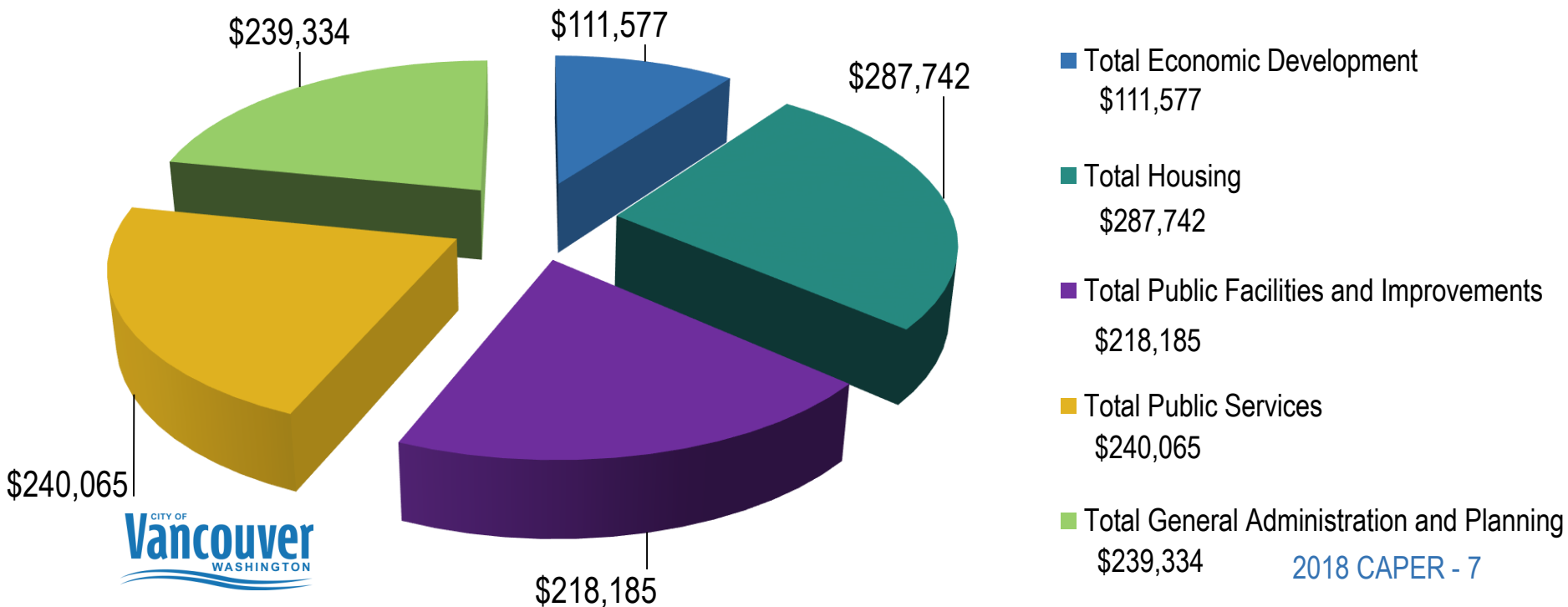
- The HOME Investment Partnerships Program (HOME) is the largest Federal block grant to state and local governments designed to create affordable housing for low-income households.
- HOME provides grants to communities, often in partnership with local nonprofit groups, to fund a wide range of activities including
 - building, buying, and/or rehabilitating affordable housing for rent or homeownership, and
 - providing direct rental assistance to low-income people.

Project Selection Process

- Request for projects released in fall
 - Must meet needs outlined in consolidated plan
- Prioritization committee reviews and recommends funding awards to Council
 - Committee composed of community members and city staff from other departments
- Council holds public hearing and determines final funding award in Spring

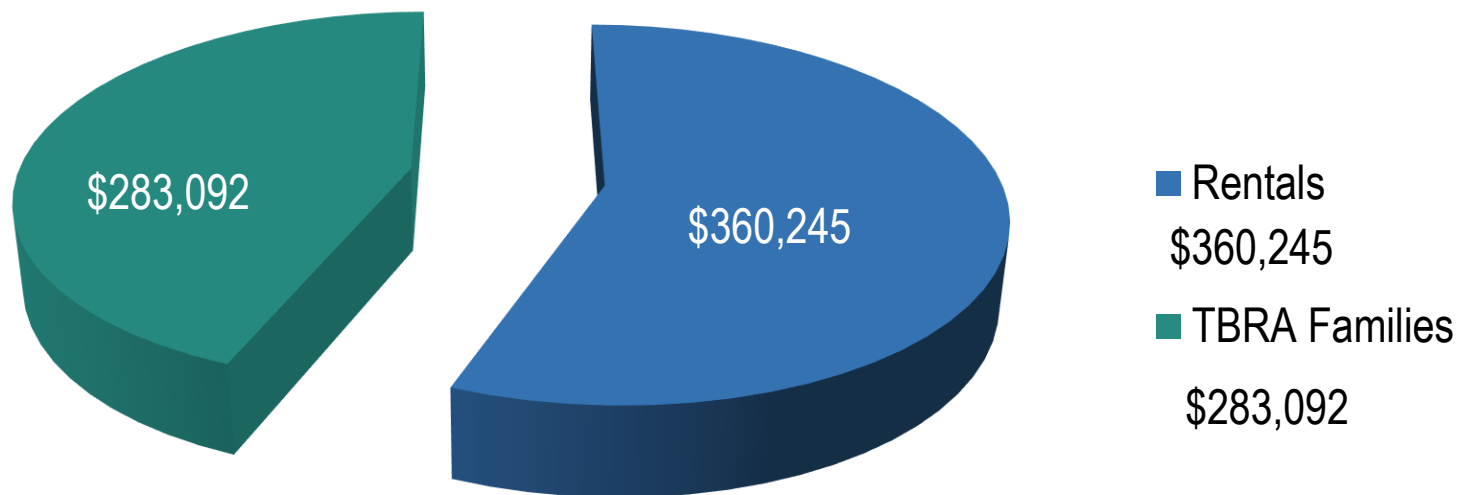
CDBG Accomplishment Spending

2018 CDBG Expenditures: \$1,096,904 (PR23)



HOME Accomplishment Spending

2018 HOME Expenditures: \$643,336 (PR07 / PR23)



Total 5 year Accomplishments

Goal	Beneficiaries
Public Services	40,224 people
Public Facilities	29,334 people
Economic Development	580 people
Rental Assistance	480 households
Housing Services	392 households
New Rental Construction	159 households
Homeowner Rehab	67 households

Total 5 Year Leveraged Funding

	2014-2018 Total
Expenditures	\$12,959,799
Leveraged Funding	\$118,071,641
Approx. Leverage Ratio	1:9

CDBG Projects – Public Services

Public Service Activities: Assisted 8,093 people in 2018. *Assisted 40,224 in 5 years*

- Share – Hunger Response
- Share – Outreach
- Council for the Homeless – Housing Solutions Center
- Janus Youth – Oak Bridge
- Community Housing Resource Center – Building Financial Security



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CDBG Projects – Public Facilities

Public Facilities: Assisted 4,725 people in 2018. *Assisted 29,334 in 5 years*

- 2018 Grand – Day Center
- Bridgeview Resource and Education Center
- VHA Shelter Improvements



Bridgeview Resource
and Education Center

2018 CAPER - 12

CDBG Projects – Housing Services

Housing Services: Assisted 180 households. *Assisted 392 households in 5 years*

- Share – ASPIRE
- Second Step Housing – Resident Sufficiency Program
- Janus Youth – The Nest
- Salvation Army – Guiding Light

Housing Services are tied with HOME funds for Tenant Based Rental Assistance

CDBG Projects – Economic Development

Economic Development Activities: Assisted 135 people. *Assisted 580 people in 5 years*

- Greater Vancouver Chamber of Commerce – Small Business Assistance
- Hispanic Metropolitan Chamber – Small Business Assistance



CDBG Projects – Housing Rehabilitation

Housing Rehab Loan Program: Assisted 21 households.

Assisted 67 households in 5 years



HOME Projects – Rental Assistance

Tenant Based Rental Assistance: Assisted 104 households.

Assisted 480 households in last 5 years

- Share – ASPIRE
- Second Step Housing – Resident Sufficiency Program
- Janus Youth – The Nest
- Salvation Army – Guiding Light
- Paired with CDBG funds for Housing Services

HOME Projects – Rental Units Constructed

- New Rental Unit Construction: 1 HOME units (leveraged for 30 total units)
159 new units constructed in 5 years
 - Meadows Apartments (30 units)

Meadow
Apartments



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Housing Progress during 2014-2018 Consolidated Plan

Completed Affordable Housing Projects with HOME Funding

Project	Units
Lincoln Place	30
39 th Street Triplex (rehab)	3
Isabella Court	49
Freedom's Path	50
Pinewood Terrace (rehab)	14
Evergreen Habitat for Humanity	2
Meadow Apartments	30
TOTAL	178

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Next Steps/Timeline

- September 16, 2019 – Public hearing providing for public comment and Council approval of CAPER
- Submit CAPER to HUD Region X Office prior to September 27, 2019

Questions and Discussion

Peggy Sheehan, Programs Manager

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Peggy.Sheehan@cityofvancouver.us



2018 CAPER - 20



Staff Report 121-19

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 9/16/2019

SUBJECT Park Service Area Overlays

Key Points

- City Code (VMC Section 20.915.030) allows the establishment of overlay service areas for system improvements 'designed to serve geographic areas whose boundaries are not generally contiguous with established service areas' for transportation, schools and parks. However, this provision is currently only used by the Transportation Impact Fee program.
- Park service coverage gaps are scattered throughout the City of Vancouver and adjoining jurisdictions, but are notably concentrated along common jurisdictional boundaries with unincorporated Clark County and the City of Camas where there are limited opportunities for park system expansion.
- Current VMC regulations are unclear regarding the use of park impact fees outside of established park districts or outside city limits.
- Proposed amendments expand opportunities by allowing the Parks Department to use impact fees for parks outside of a designated park district, including outside City boundaries, as long as the park is located in close proximity to the district, such that it serves residents within the district.
- Proposed amendments also recognize that service areas have portions that overlap, serving residents in more than one Park Impact Fee District boundary.
- The Proposed amendments are consistent with the intent of the PIF program, which is to equitably serve all residents.
- The Cross-Boundary Service Area Agreement accompanies the proposed amendments, and supports partnerships with the City of Camas and Clark County, when feasible, to serve the community's best interest through cooperative planning, pursuit of grants and other supplemental funding, and leveraging of available funds for the acquisition and development of public parks.

- The Vancouver Planning Commission, Vancouver Parks and Recreation Advisory Commission (PRAC), Clark County Parks Advisory Board (PAB), and the Camas Parks and Recreation Commission (PRC) have all forwarded recommendations of support to their respective elected officials regarding the proposed amendments and agreement.

Strategic Plan Alignment

Goal 4: Ensure that Vancouver's parks and trails system is the highest quality and most complete in the region.

Goal 6: Facilitate the creation of neighborhoods where residents can walk or bike to essential amenities and services 20-minute neighborhoods.

Goal 7: Build on our status as the largest city on the Columbia River by strengthening connections to the river and the waterfront.

Goal 9: Build the strongest, most resilient economy in the region.

Goal 10: Use our influence to support community partners actions, projects and initiatives that improve our community's livability and prosperity.

Present Situation

The proposed amendments include two components to allow the use of PIF funding outside city limits when reasonable alternatives are not available within city jurisdiction, and using PIF funds across PIF district boundaries when capital projects serve more than one district.

First, City Code (VMC Section 20.915.030) already includes a provision authorizing the establishment of Overlay Service Areas for system improvements supported under the impact fee programs for transportation, schools and parks. However, proposed amendments provide further clarification so that Overlay Service Areas may be established for park system improvements identified in the capital facilities plan, may serve more than one established service area (park district in the case of PIF), or where designed to serve the established park districts, but located partly or entirely outside of city limits or the Vancouver Urban Growth Area. VMC 20.915.050 (A.2) also includes a typo correction and deletion of 'overlays' for clarification, as overlays would not have a separate average cost variable in the PIF formula.

Second, proposed amendments to the PIF Technical Document, which provides the framework and details of the Park Impact Fee program, establish the Park Overlay Service Areas. Amendments to the document would include a map of the Park Overlay Service Area strategically located to align with the capital facilities plan and include detailed criteria to guide use of the overlays.

Additionally, an interagency agreement (Cross-Boundary Overlay Service-Area Agreement) with the City of Camas and Clark County is designed to meet the recreational demand for parks, trails, and open space along common boundaries for the mutual benefit of residents, regardless of jurisdiction, but with a prerequisite that it is in the best interest of city residents. If executed, all

parties would commit to consider establishing similar joint overlay areas through an addendum to their applicable governing documents. Similarly, all parties would consider amendments to their respective capital facilities plans, as needed, to identify potential park projects within the Park Overlay Service Areas. Should the parties elect to jointly fund acquisition, development, and/or maintenance and operation efforts, the parties may elect to execute a more detailed and binding project-specific agreement.

The Cross-Boundary Overlay Service Area Agreement is founded in the long-term good will of working together for the best interest of the general public, regardless of jurisdiction. Examples of joint-agency agreements for planning and resource leveraging across jurisdictional lines with other types of public infrastructure and services include utilities, fire district coverage and transportation project services, as well as regional trail and park project planning and funding. These agreements and programs further demonstrate the historical trust and efficiency of project/program agreements with the common goal to efficiently serve the general public.

Proposed amendment/implementation components:

- VMC Section 20.915.030
 - Create Park Overlay Service Areas (VMC Section 20.915.030)
 - Clarifies option to serve more than one district, or outside city limits
- VMC Section 20.915.050 (A.2)
 - Clarifications on average cost per acre calculation
- PIF Tech Document Amendments
 - Map of Overlay Service Areas
 - Criteria and implementation guidelines
 - Background updates and clarifications throughout
- Cross-Boundary Overlay Service Area Agreement between the City of Vancouver, the City of Camas, and Clark County

Advantage(s)

1. Establishes options to serve the recreational needs of otherwise unserved areas along the outer edges of City jurisdiction where there are limited opportunities for park system expansion.
2. Encourages partnerships with adjoining jurisdictions, when feasible, to coordinate planning, leverage resources and maximize cost efficiencies.
3. The proposed amendments allow for additional opportunities to commit PIF resources in order to meet statutory concurrency requirements.
4. Proposed actions are consistent with the GMA, the Vancouver Parks and Recreation and Natural Areas Plan, the Vancouver Strategic Plan, the intent of the PIF Technical Document, consistent with prior use of PIF outside city limits and outside park districts, consistent with other interjurisdictional agreements to maximize partnerships, and supports the public interest to provide equitable access to parks and opens space in areas that are currently

underserved.

Disadvantage(s)

None.

Budget Impact

Approval of the proposed text amendments and acceptance and execution of the Cross-Boundary Overlay Service Area Agreement will allow staff to act on potential projects to commit PIF funds.

Prior Council Review

On March 18, 2019 a work session was held to discuss proposed amendments to the PIF program including the Park Overlay Service Areas.

Council was provided a memo in advance of this current action outlining the proposed amendments.

Action Requested

- 1) On September 16, 2019, subject to second reading and public hearing, approve the ordinance amending VMC 20.915.030 (Impact Fees/Establishment of Development Service Areas), VMC 20.915.050(A.2) (Park Impact Fee), and the PIF Technical Document.
- 2) Following approval of amendments to VMC 20.915.030, approve and authorize the City Manager, or his designee, to execute the City of Vancouver, City of Camas and Clark County Cross-Boundary Service Area Overlay Agreement.

Julie Hannon, Parks and Recreation Director, 487-8309

ATTACHMENTS:

- ▣ VMC 20.915 Final Draft
- ▣ PIF Technical Document
- ▣ Cross-Boundary Service Area Overlay Agreement
- ▣ Ordinance
- ▣ Presentation

Chapter 20.915

IMPACT FEES

Sections:

20.915.010	Purpose.
20.915.020	Applicability.
20.915.030	Establishment of Development Service Areas.
20.915.040	Traffic Impact Fee.
20.915.050	Park Impact Fee.
20.915.060	School Impact Fee.
20.915.070	Calculation of Impact Fee.
20.915.075	Additional provisions for Deferral of Impact fees for Single-Family Housing.
20.915.080	Impact Fee Exemptions, Reductions, and Waivers.
20.915.090	Impact Fee Credits.
20.915.100	Other provisions.

20.915.010 Purpose.

Reasons for impact fees. It is the purpose of this Chapter to ensure that adequate facilities are available to serve new growth and development, and to promote orderly growth and development by requiring that new development pay a proportionate share of the cost of new facilities needed to serve growth. In addition, it is also the purpose of this Chapter to ensure that impact fees are imposed through established procedures and criteria so that specific developments do not pay arbitrary fees or duplicate fees for the same impact.

(Ord. M-3643, 2004)

20.915.020 Applicability.

A. *Uniform applicability.* This Chapter shall be uniformly applicable to development that occurs within a designated service area or overlay service areas.

B. For pre-development permit issuance. No building permit shall be issued for a development in a designated service area or overlay service area as defined in this Chapter unless the impact fee is calculated and imposed pursuant to this Chapter.

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. For new multi-family and nonresidential development hereafter approved, the impact fee shall be calculated at the time of site plan approval or building permit application if the proposed development is not sufficiently defined to permit such calculation. Notwithstanding the foregoing, the fee shall be re-calculated for building permit applications filed more than three years following the date of the applicable preliminary subdivision plat, preliminary short subdivision plat or site plan approval.

D. For preliminary plats. For development not necessitating or having been previously granted preliminary subdivision plat, preliminary short subdivision plat or site plan approval, the impact fee shall be calculated and imposed at the time of building permit application.

E. For development not requiring a building permit. For development not requiring a building permit, the impact fee shall be calculated and imposed at the time of site plan approval.

F. For manufactured home parks. For manufactured home parks, the impact fee shall be calculated and imposed at the time of site plan approval. (Ord. M-3643, 2004)

20.915.030 Establishment of Development Service Areas.

A. *General.* Service areas, which may vary by type of public facility, are established as shown on the Park Impact Fee Technical Document and Vancouver Transportation Impact Fees Program Technical Document, which are incorporated herein by reference.

B. *Service areas and fees.* Such areas will provide a nexus between those paying the fees and receiving the benefits to ensure that those developments paying impact fees receive substantial benefits.

C. *Establishment of overlay service areas.* Overlay service areas may be established for ~~identified~~ system improvements identified in the Capital Facilities Plan which are:

1. ~~D~~esigned to serve geographic areas whose boundaries are not generally contiguous with established service areas, or

2. Designed to serve more than one established service area, or

~~3.~~ Where a system improvement is designed to serve an established service area, or service areas, but is located partly or entirely outside of the city or urban growth area, and provides a substantial benefit to the assigned service area. Properties within this type of overlay service area are not subject to City impact fees to the extent those properties are outside the City.

D. *Factors affecting service areas.* Additional or revised service areas may be designated by the City Council upon consideration of the following factors:

1. The Comprehensive Plan;
2. Standards for adequate public facilities incorporated in the capital facilities plan;
3. The projections for full development as permitted by land use ordinances and timing of development;
4. The need for and cost of un-programmed capital improvements necessary to support projected development; and
5. Such other factors as the City Council may deem relevant.

E. *Service areas and urban growth boundaries.* Service areas adjoining an urban growth boundary shall automatically be adjusted to conform to any change in such boundary.

(Ord. M-4181 § 1, 2016; Ord. M-4107 § 2, 2014; Ord. M-3933 § 3, 2009; Ord. M-3643, 2004)

20.915.040 Traffic Impact Fee.

A. *Formula.* The impact fee component for roads shall be calculated using the following formula:

$$\text{TIF} = \text{F} \times \text{T} \times \text{A}$$

1. "TIF" means the traffic impact component of the total development impact fee.
2. "F" means the traffic impact fee rate per vehicle trip in dollar amounts, for each service area. Such rate shall be established in the Traffic Impact Fee Program Technical Document, incorporated herein by this reference, for each service area by estimating the cost of anticipated growth-related roadway projects divided by the projected number of growth-related trips within that service area. Between major program updates, the calculated per trip fee will be adjusted annually to account for inflation using the Engineering News Record Construction Cost Index for Seattle, and as outlined in the Traffic Impact Fee Program Technical Document.
3. "T" means the trips generated by a proposed development and calculated according to the Traffic Impact Fee Program Technical Document. The calculation of "T" described in the Traffic Impact Fee Program Technical Document includes, for some retail commercial land uses, a "business enhancement factor (BEF)" adjustment. Refer to the Traffic Impact Fee Program Technical Document for land uses eligible for the BEF. In the absence of a land use code precisely fitting the development proposal, the director of public works or designee shall select the most similar code and may make appropriate adjustments to the trip equation applicable thereto. In selecting the appropriate land use code and in making adjustments thereto, the Review

Authority shall be guided by the most recent edition of the Trip Generation Manual, Institute of Transportation Engineers.

4. "A" means an adjustment for the portion of anticipated additional tax revenues resulting from a development which is prorated to system improvements contained in the capital facilities plan. Such adjustment for traffic impacts is determined to be 15%, so that "A" equals 85%.

(Ord. M-4107 § 3, 2014; Ord. M-3643, 2004)

20.915.050 Park Impact Fee.

A. *Formula for parks 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:

$$\text{PIF} = (\text{Acquisition Cost} + \text{Development Cost}) \times \text{Cost Adjustment Factor}$$

$$\text{PIF} = \left[\left[\frac{(\text{Ca} \times \text{Ia} \times \text{Sa})}{\text{P}} + \frac{(\text{Cd} \times \text{Id} \times \text{Sd})}{\text{P}} \right] \times \text{U} \right] \times \text{A}$$

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~~ ~~or overlay area~~ 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 thousand residents for neighborhood and community parks as established in the Vancouver Comprehensive Parks Recreation and Natural Areas Plan.

5. "P" means one thousand (1,000).

6. "U" means the average number of occupants per single-family/duplex dwelling unit or per other multi-family 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 park impact fee rates.

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 there under, shall be filed in the Office of the City Clerk for use and examination by the public.

(Ord. M-4181 § 2, 2016; Ord. M-3933 § 4, 2009; Ord. M-3663 § 22, 2004; Ord. M-3653 §§ 3, 5, 2004; Ord. M-3643, 2004)

20.915.060 School Impact Fee.

A. *Plan adoption.* In order for the city to collect School Impact Fees on behalf of a school district, said school district's capital facilities plan shall be adopted as a portion of the City of Vancouver's Comprehensive Plan in accordance with the provisions of this section.

B. *Plan submittal.* In conjunction with mandated Comprehensive Plan updates, a school district requesting impact fees shall submit to the City Planning Commission a capital facilities plan adopted by the school board and consisting of the following elements:

1. A standard of service which identifies the program year, class size by grade span, number of classrooms, types of facilities, and other factors identified by the school district.
2. The district's capacity over the next six years based upon an inventory of the district's facilities either existing or under construction and the district's standard of service.
3. A forecast of future needs for school facilities based upon the district's enrollment projections.
4. At least a six-year financing plan component, updated as necessary to maintain at least a six-year forecast period, for financing needed school facilities within projected funding levels.
5. Application of the formula set out in Section [20.915.060\(F\)](#) VMC based upon information contained in the capital facilities plan. Separate fees shall be calculated for single-family and multi-family types of dwelling units, based upon the student generation rates determined by the district for each type of dwelling unit. If insufficient information is available for a district to calculate a multi-family student generation rate, a county-wide average shall be utilized. For purposes of this chapter, manufactured homes and each unit of a duplex shall be treated as single-family dwellings.

C. *Planning Commission review.* The Planning Commission shall review a school district's capital facilities plan or plan update in accordance with the provisions of this Subsection.

1. *Factors.* The Planning Commission shall consider:
 - a. Whether the district's forecasting system for enrollment projections appears reasonable and reliable;
 - b. Whether the anticipated level of state and voter-approved funding appears reasonable and historically reliable;
 - c. Whether the district appropriately applied the formula set out in Section [20.915.060\(F\)](#) VMC.

2. *Public hearing.* In the event the district or the Planning Commission on its own motion proposes to modify the school impact fee, the Planning Commission shall not make its recommendation until holding a duly advertised public hearing on the proposal.

3. *Recommendation.* The Planning Commission may request a school district to review and to re-submit its capital facilities plan or update consistent with the provisions of this section. The Planning Commission shall submit an annual report to the board for each school district for which school impact fees are collected.

D. *Council action.* No new or revised school impact fees shall be effective until adopted by the council following a duly advertised public hearing to consider the school district's capital facilities plan or plan update.

E. *Inter-local agreement.* School Impact Fees shall not become effective until the school district has entered into an inter-local agreement provided for in Section [20.915.100](#) VMC.

F. *Formula.* The impact fee component for schools shall be separately calculated for each participating school district using the following formula:

$$SIF = \{(CS \times SF) - (SM) - (TC) - (FC)\} \times A$$

1. SIF means the school component of the total development impact fee.
2. CS means the cost of the improvements for each type of facility listed in the school district's capital facilities plan less the cost to cure existing overcapacity divided by the capacity of the improvement. Type of facility means elementary school, middle school and high school. The development cost by service area is shown in Table 20.915.060-1.
3. *SF means student factor.* The student factor is the number of students typically generated from one residential unit for each type of school facility.
4. *SM means state match.* State match is the amount received from the state toward school construction costs. The state match component of the formula is that amount representing the per student amount of state matching funds. This is calculated for each type of facility as: student factor times Boeckh Index (average annual construction cost of a school facility per square foot) times square-foot standard per student established by the Superintendent of Public Instruction times state match percentage (that percentage of the total cost of a school facility funded by state funds). The state match for each school district shall be calculated annually.
5. *TC means tax credit.* This is calculated as:

$$TC = \frac{(1+i)^{j0} - 1}{i(1+i)^{j0}} \times (AAV) \times (SFTL)$$

- a. AAV means the average assessed value for the dwelling per single family unit.
 - b. SPTL means the current school district capital property tax levy rate.
 - c. i means the current interest rate as stated in the Bond Buyer Twenty Bond General Obligation Bond index.
6. *FC means facilities credit.* This is the value of any improvements listed in a school district's capital facilities plan provided by the developer.
7. A means an adjustment for the portion of anticipated additional tax revenues resulting from a development that is prorated to system improvements contained in the capital facilities plan. The adjustment for school impacts is determined to be 85%.

Table 20.915.060-1 School District Impact Fees		
School District	Single-Family	Multi-Family
Battle Ground	\$6,397	\$2,285
Camas	\$5,371	\$5,371
Evergreen	\$6,100	\$7,641
Vancouver	\$2,880.75	\$2,381.93

(Ord. M-4223 § 4, 2017; Ord. M-4147 § 4, 2015; Ord. M-3959 § 45, 2010; Ord. M-3952 § 1, 2010; Ord. M-3951 § 1, 2010; Ord. M-3909 § 1, 2008; Ord. M-3854 § 1, 2007; Ord. M-3785 § 2, 2006; Ord. M-3736 § 1, 2006; Ord. M-3730 § 34, 2005; Ord. M-3663 § 23, 2004; Ord. M-3653 § 2, 2004; Ord. M-3643, 2004)

20.915.070 Calculation of Impact Fee.

A. For residential and nonresidential development. The impact fee for a nonresidential development shall be computed by applying the traffic impact fee formula set out in Section [20.915.040](#) VMC. The impact fee for a residential development shall be computed by applying the traffic impact fee, park impact fee and school impact fee formulae set out in Sections [20.915.050](#) VMC and [20.915.060](#) VMC, combining the results, provided that the school impact fee component shall not apply to housing which by restrictive covenant is exclusively for persons sixty-two years of age or older.

B. For mixed uses. If the development for which approval is sought contains a mix of uses, the impact fee must be separately calculated for each type of use.

C. *Criteria to reduce or eliminate impact fees.* The development approval authority setting the impact fee, upon application by the developer supported by studies and data, may reduce or eliminate such fee if it is shown that:

1. The formulae contained in Sections [20.915.040](#), [20.915.050](#) or [20.915.060](#) VMC do not accurately reflect traffic, park, or school impacts, respectively; or
2. Due to unusual circumstances:
 - a. Facility improvements identified for the applicable service area are not reasonably related to the proposed development; or
 - b. Such facility improvements will not reasonably benefit the proposed development.
3. The current development proposal implements a concomitant rezone agreement, development agreement or other development approval pursuant to which public facilities identified in the capital facilities plan were dedicated or constructed, and which are of benefit to the community at large and which fall within the definition of system improvements.

D. *Request for impact fee determination.* Prior to making an application for a building permit, an applicant upon payment of the applicable fee may request an impact fee determination from either the Parks or Public Works department, which determination shall be based upon information supplied by the applicant sufficient to permit calculation of the impact fee. The impact fee determination shall be binding upon the city for a period of one (1) year unless there is a material change in the development proposal, the capital facilities plan or this chapter.

E. *Impact fee collection.* Except as provided for in Section [20.915.075](#), the impact fee imposed under this chapter shall be due and payable at the time of issuance of a building permit, or final site plan approval when no building permit is required for the development.

(Ord. M-4172 § 1, 2016; Ord. M-4107 § 5, 2014; Ord. M-3643, 2004)

20.915.075 Additional provisions for Deferral of Impact fees for Single-Family Housing.

A. Prior to issuance of single-family detached or attached residential building permits, an application may be submitted for deferral of payment of full impact fees until scheduling of final building inspection by the City. For these purposes “attached single-family” shall be limited to common-wall housing with no more than one unit per legal lot.

B. The amount of impact fees deferred shall be determined by the fees in effect at the time the applicant applies for a deferral. “Applicant” as defined in this section shall include an entity that controls the applicant, that is controlled by the applicant, or is under common control with the applicant.

C. An impact fee deferral application must be submitted for each parcel to be developed. This application shall include:

1. Administrative fees as specified under VMC [20.180](#).
2. A locally recorded impact fee deferral lien against the property involved, granted to the City of Vancouver in the amount of the deferral. The deed shall be signed by all owners of the property, with signatures acknowledged as required for a deed. The deed shall be binding on all successors, and subordinate to one mortgage for construction of the property granted by the impact fee deferral applicant.
3. The deferral period shall not exceed a period of 18 months from issuance of the building permit, at which time any deferred impact fees shall be due.
4. Upon receipt of all deferred impact fees, the City of Vancouver shall execute release of the lien for the property. The property owner at that time shall be responsible for recording the release, at their expense.
5. The City of Vancouver may institute foreclosure proceedings for unpaid impact fees due. For unpaid School Impact Fees, School Districts may also institute foreclosure proceedings if the City of Vancouver has not done so within 45 days after receiving notice from the District requesting initiation of such proceedings. (Ord. M-4172 § 2, 2016)

20.915.080 Impact Fee Exemptions, Reductions, and Waivers.

A. *Exemptions from impact fees.* The following developments shall be exempt from the requirement for payment of impact fees: publicly operated elementary, middle, junior high and senior high schools, and administrative, maintenance and other facilities of a school district and facilities of an Educational Service District.

B. Exemption or waiver from impact fees for low income housing pursuant to RCW [82.02.060\(2\)](#). Pursuant to RCW [82.02.060\(2\)](#), the Review Authority may grant a total or partial exemption or waiver from impact fees for housing developments containing up to three dwelling units and qualifying as low-income housing as defined in this Chapter, to be owned and occupied by, or leased to, low-income persons. Requests for exemption and/or waiver for four or more dwelling units must be approved by the City Council. No such impact fee exemption and/or waiver shall be granted for any low income housing that has been granted a property tax exemption pursuant to VMC [3.22](#), Multi-family Tax Abatement. Any such exemption or waiver shall be subject to:

1. Provision being made for payment of the impact fee from public funds other than impact fee accounts; and
2. Adequate documentation that the housing meets appropriate standards regarding household income, rent levels, sales price, location, and number of units;

C. Alternative exemption from impact fees for low-income housing pursuant to RCW [82.02.060\(3\)](#). Pursuant to RCW [82.02.060\(3\)](#), the City Council may grant an alternative exemption for low-income housing under this Subsection C. No such impact fee exemption and/or waiver shall be granted for any low income housing that has been granted a property tax exemption pursuant to VMC [3.22](#), Multi-family Tax Abatement

1. The City Council may either:
 - a. Grant a partial exemption of not more than eighty percent of impact fees, in which case there is no requirement to pay the exempted portion of the fee from public funds other than impact fee accounts; or
 - b. Provide a full waiver, in which case the remaining percentage of the exempted fee must be paid from public funds other than impact fee accounts; and
2. Compliance with all of the requirements of Subsection D of VMC [20.915.080](#) is required.

D. An exemption for low-income housing granted under Subsection [B](#) or [C](#) of this section must comply with all of the following conditions:

1. The developer shall record a covenant with the Clark County Auditor. The covenant must:
 - a. Prohibit using the property for any purpose other than for low-income housing.
 - b. Require that if the property is converted to a use other than for low-income housing, the property owner must pay the applicable impact fees in effect at the time of conversion.
 - c. Define low-income housing as housing for which the monthly housing expense is no greater than thirty percent of eighty percent of the median family income adjusted for family size for Clark County, Washington, as reported by the United States Department of Housing and Urban Development.
2. When the City grants an exemption for low-income housing granted under Subsection [B](#) or [C](#) of this section, it may not collect revenue lost through the granting of the exemption by increasing impact fees unrelated to the exemption.
3. A school district that receives school impact fees collected by the City must consent in writing prior to City approval of any exemption from school impact fees granted under Subsection [B](#) or [C](#) of this section. Failure of a school district to provide consent in writing within 30 days of written request for approval by the City shall constitute disapproval of the requested exemption.

E. *Reduction in traffic impact fees for qualifying businesses.* To promote business development, the Review Authority may grant a reduction of traffic impact fees as specified in Table 20.915.080-1 below for businesses which meet all of the following requirements:

1. The business owner shall commit, through a Development Agreement approved by City Council, to locate a number of new employees that coincides with the TIF incentive in Table 20.915.080-1. Such new employees shall locate to the City within the first year of the business obtaining an occupancy permit; and
2. The median salary of all company employees to be located shall, at a minimum, coincide with the specified percent of median individual income in Table 20.915.080-1. Median individual income shall be based on the most recent available information from US Department of Housing and Urban Development for the Portland-Vancouver MSA at the time of the Development Agreement approval; and
3. If the owner or developer of the property or building is not the business locating within the city, documentation shall be submitted to the City that satisfactorily demonstrates that the business received the benefit of the fee reduction rather than the owner or developer; and
4. The business shall provide the city with such documentation and access to records as needed to verify satisfaction of the foregoing requirements. In the event that the business fails to satisfy any of the requirements criteria, the business shall pay to the city the amount of the fee reduction together with interest at the statutory rate provided for at RCW [19.52.010](#) upon demand.

The city shall make provision for payment of the impact fee reduction to the transportation impact fee account from public funds other than impact fee accounts.

Table 20.915.080-1 Business Development TIF Incentive			
Median Salary of All Business Employees		Minimum Employees	TIF Benefit
1.	200% of Median Individual Income	200	25% TIF reduction, up to \$100,000
2.	150% of Median Individual Income	250	25% TIF reduction, up to \$100,000
3.	125% of Median Individual Income	300	25% TIF reduction, up to \$100,000
4.	200% of Median Individual Income	400	50% TIF reduction, up to \$200,000
5.	150% of Median Individual Income	500	50% TIF reduction, up to \$200,000
6.	125% of Median Individual Income	600	50% TIF reduction, up to \$200,000

This provision shall be operative until December 31, 2020 unless renewed by City Council.

F. *Criteria for calculating impact fees.* The impact fee for an exempt or waived development shall be calculated as provided for in this Chapter and paid with public funds; except that there is no requirement to pay the exempted portion of the fee from public funds other than impact fee account for a partial exemption of not more than eighty percent of impact fees that has been approved under Subsection C of VMC [20.915.080](#). Such payment may be made by including such amount(s) in the public share of system improvements undertaken within the applicable service area. If an impact fee(s) is waived, the Review Authority, pursuant to Section [20.915.070](#) VMC, or state law may determine whether a public share-contribution or a reduced public-share contribution is required.

(Ord. M-4154 § 3, 2016; Ord. M-4108 § 1, 2014; Ord. M-3643, 2004)

20.915.090 Impact Fee Credits.

A. For the developer. The developer shall be entitled to a credit against the applicable impact fee as follows:

1. The developer shall be entitled to a credit against the applicable impact fee for the fair market value of any dedication of land for and reasonable documented construction costs acceptable to the City associated with the improvement to, or new construction of any system improvements provided by the developer that are identified in the capital facilities plan and that are required by the City as a condition of approval to the development proposal against which the impact fee is assessed.
2. No credit shall be given for project improvements as defined under VMC [20.150](#).
3. *Traffic Impact Fee Credit.* Effective June 3, 2015 (effective date of ordinance), the maximum traffic impact credit shall be in the amount of the impact fee applicable to the development proposal against which the impact fee is assessed. The credit shall be applied to the impact fee as calculated for the development proposal against which the impact fee is assessed and shall not exceed the impact fee due.
4. *Street Project Assessment Reimbursement Contract for Excess Costs.* If a developer has incurred costs for street project system improvements in excess of the amount of the traffic impact fee applicable to the development proposal against which the impact fee is assessed, the developer may apply to the City for a street project assessment reimbursement contract pursuant to VMC Chapter [11.10](#).
5. *Existing traffic impact fee credits.* TIF credits that existed prior to June 3, 2015 (effective date of ordinance) shall be utilized consistent with the provisions of the TIF Program Technical Document. The value and ownership of such TIF credits as of June 3, 2015 (effective date of

ordinance) shall be documented by a list thereof published by the City and distributed by US mail to the last known addresses of said owners on June 3, 2015 (effective date of ordinance).

B. *Traffic Impact Fee reduction.* The developer may be provided a TIF reduction pursuant to Section [20.550.050\(A\)](#) VMC.

C. *Traffic Impact Fee Credit for the developer.* Additionally, the developer may be provided a credit against the impact fee in an amount up to 10% of the traffic component to account for contributions of mass transit facilities that are approved by the City and made a condition of approval for the development.

D. *Impact fee reduction.* Where impact fees are owing prior to completion of a system improvement undertaken by the developer, the impact fee shall be reduced by 85% from the Director of Public Works estimate of the credit to be due upon dedication and completion of the required work, provided, if the same has been assured by a bond or other guarantee, as governed by Chapter [20.909](#) VMC, to be completed no later than the date of occupancy for commercial/industrial/multi-family structures or the final building inspection for single-family and other uses. Upon completion of the required system improvement, appropriate refunds shall be made and credits recognized up to but not to exceed the amount of the impact fee applicable to the development proposal against which the impact fee is assessed based upon the Director of Public Works' determination of the value of dedication and reasonable construction costs.

E. *City credit utilization.* Traffic impact fee credits issued by the City after June 3, 2015, (effective date of adopted ordinance) may be utilized in lieu of cash payment only for traffic impact fees for the development proposal against which the impact fee is assessed, as provided in subsection A.3 above. Other impact fee credits recognized by the City may be utilized in lieu of cash payment of impact fees for the subject development and/or any other development within the same service area.

(Ord. M-4107 § 6, 2014; Ord. M-3643, 2004)

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. 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 noncommencement 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.

(Ord. M-4181 § 3, 2016; Ord. M-4107 § 7, 2014; Ord. M-4034 § 31, 2012; Ord. M-3959 § 46, 2010; Ord. M-3952 § 2, 2010; Ord. M-3951 § 2, 2010; Ord. M-3933 § 5, 2009; Ord. M-3909 § 2, 2008; Ord. M-3854 § 2, 2007; Ord. M-3785 § 2, 2006; Ord. M-3653 § 1, 2004; Ord. M-3643, 2004)

The Vancouver Municipal Code is current through Ordinance M-4264, passed February 25, 2019.

City of Vancouver, Washington

PARK IMPACT FEE TECHNICAL DOCUMENT

~~November~~ September ~~2016~~ 2019



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 costs 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 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 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.

BACKGROUND

~~The State Growth Management Act grants cities and counties the authority to assess impact fees on new development to provide the infrastructure to support orderly growth.~~ 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. 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 fee update going into effect on June 3, 2004, fifteen years prior to the 2019 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 purposes ~~of this action was were~~ to streamline future updates

outside of the Comprehensive Plan amendment process ~~as well~~, 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 ~~an~~ acquisition and development cost components. Historically, revenues received from park impact fees ~~have been~~were held in separate acquisition and development accounts for each of the park districts. Although this is not required by either state law or city code, their use ~~has been~~was restricted by city policy to either acquisition or development depending on which account the revenue ~~was~~is drawn from until the accounts were merged 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. ~~This~~Termination of the interlocal agreement ~~has initiated the need for some of the proposed~~multiple amendments to this document in 2016 ~~to be applicable to only those areas within the jurisdiction of the City of Vancouver.~~

OVERVIEW OF DOCUMENT UPDATE

~~Since the 2004 fee update the City of Vancouver has experienced significant growth, leaving fewer properties available for residential development and infill. Increased urban density in combination with the economic recession resulted in a slower rate of growth in existing park impact fee district accounts, fewer lands available for new or expanded park sites, and increased challenges in committing general fund resources for park maintenance for additions to the parks system.~~

~~Additional amendments to the Park Impact Fee Program relate to this need for increased~~ improve flexibility in ~~the~~ management of the program, and assure compliance with the state statutes regarding concurrency and ~~the~~ use of impact fees.

2016 PIF Technical Document ~~A~~amendments to the program ~~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),
- 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 PIF Technical Document amendments include:

- Establishing Park Overlay Service Areas to clarify the use of PIF outside city limits
- 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) ~~an~~ 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 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 will be revised periodically when financial analysis establishes that there is a need for a major program update, or adjusted annually to account for inflation/deflation using an indexing methodology. 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

$$\begin{aligned} \text{PIF} &= \left[\text{Acquisition Cost} + \text{Development Cost} \right] - \text{Cost Adjustment Factor} \\ \text{PIF} &= \left[\left(\frac{(\text{Ca} \times \text{Ia} \times \text{Sa})}{\text{P}} \right) + \left(\frac{(\text{Cd} \times \text{Id} \times \text{Sd})}{\text{P}} \right) \times \text{U} \right] \times \text{A} \end{aligned}$$

Figure 1 – Park Impact Fee Formula

“PIF” represents the total cost of the impact fee per single family/duplex, or multi-family residence.

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 ~~or overlay 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 thousand residents for Neighborhood Parks, Community Parks and Urban Natural Areas as established in 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 / 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” 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.

“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 / 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 2000 OFM census data identifying 2.59 persons per dwelling unit for a single family/duplex (SF) residence, and 1.9 persons per household for a multi-family (MF) residence.

Cost Adjustment Factor

“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%.

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 many conditions have changed that suggest the led to -the 2016 need to realign ment of the 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. Each jurisdiction manages their programs independently, including fees being applicable only to those areas within their respective jurisdiction.

Accommodations need to be included in the district boundary designations to address future annexations, by clarifying what city park district annexation areas will be assigned to without requiring amendments to the PIF Technical Document.

- **Increased Residential Densities**

Residential densities within the City of Vancouver ~~have~~ increased significantly in the twenty years ~~since~~ following the adoption of the original 1995 PIF program. With fewer properties to develop, PIF funds accumulated d 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 currently 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 ~~the~~ a slower rate of growth resulting from increased residential densities and the economic recession, it ~~has become~~ 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 measureable 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 support~~ed~~ 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 realign~~ed~~s the districts as specified-shown in **Figure 21**. 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~~will~~ only be~~collected~~ in those areas within the Vancouver city limits. As areas within the unincorporated Vancouver Urban Growth Boundary are annexed, the~~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 21**.

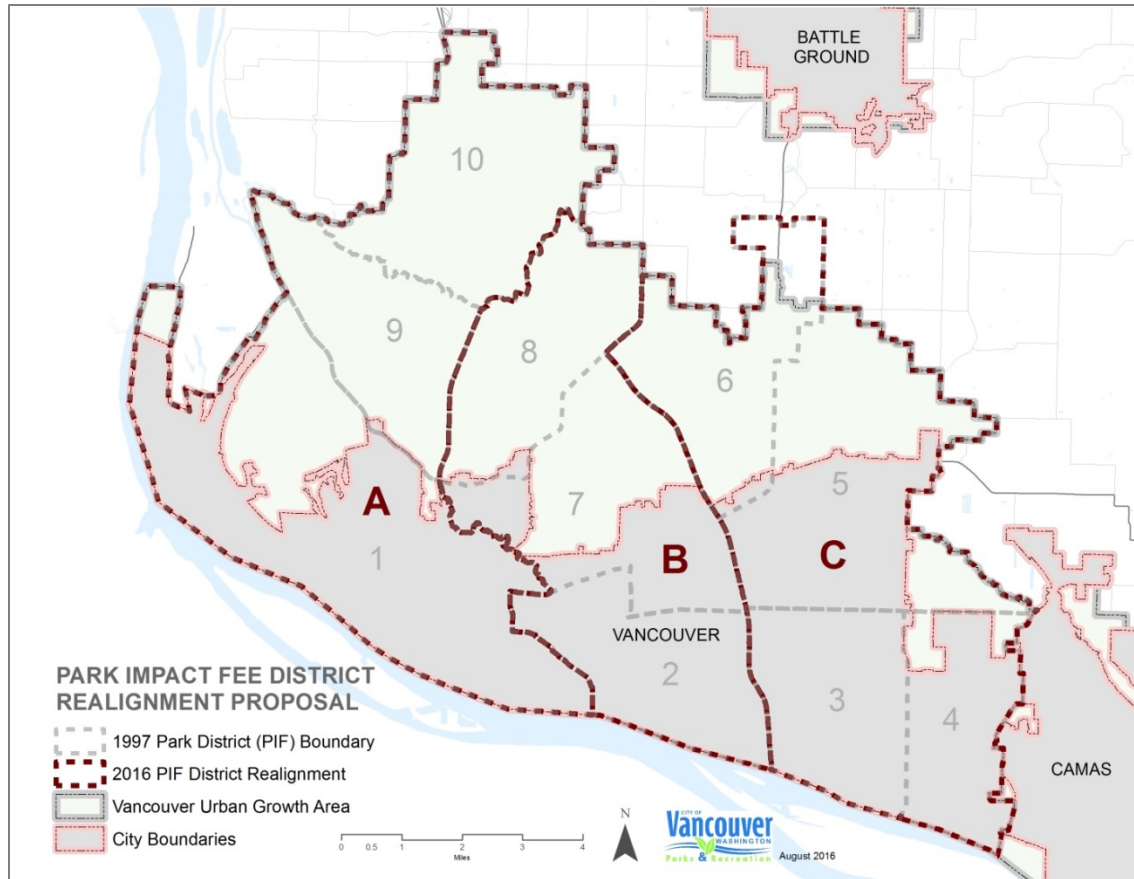


Figure 21 – ~~2016~~ Park Impact Fee Districts (2016)

Park Overlay Service Areas

Park Overlay Service Areas are identified in **Figure 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 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**. 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.

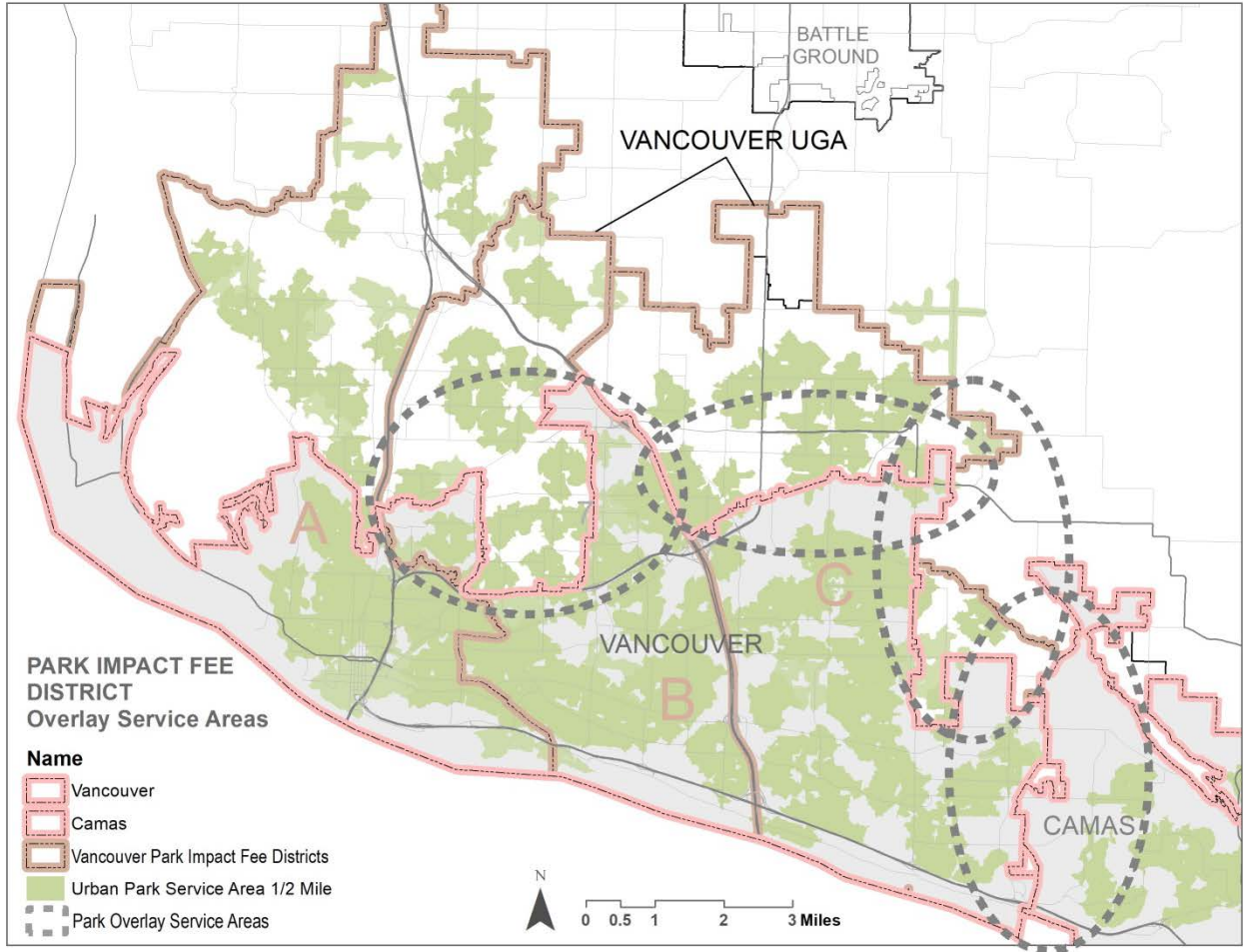


Figure 3 – Park Overlay Service Areas (2019)

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 Districts	Park	1997 Original Districts	Park	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			

~~(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 ~~component~~ and a development component. ~~Historically,~~ Prior to 2016 there ~~have been~~ were separate acquisition and development accounts for each of the park districts although this ~~was~~ is not required by either state law or city code. ~~The acquisition and development accounts were~~ are to be merged in 2016 into a single account retrospectively for each of the original ten districts. ~~In the future, and~~ each of the realigned park districts (A, B and C) ~~will~~ 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. ~~An exception can be made when a site serves more than one district and funds can be utilized from one or more districts.~~ 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 indexing is simply to keep impact fees as current as possible by accounting for inflation or deflation adjustments over time using a known or common factor, such as the consumer price index or the construction cost index. Annually adjusted impact fees also minimize potential public share obligations to the system, which are caused by the difference between current rates and the annually eroding value of those rates as they are impacted by inflation. Indexing is implemented 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

Numerous jurisdictions across Washington and Oregon apply an annual inflation index to their impact fees or system development charges. Several common indices are used, as noted below:

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 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: Construction Cost Index (CCI) and the Building Cost Index (BCI¹). The CCI can be used where labor costs are a high proportion of total costs. The BCI is more applicable for structures.

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 indexed adjustments: uniformly across dual 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 reflection of local changes on an annual basis.

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.

Indexing Methodology

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. Secondly, 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 $\frac{1}{4}$ th 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 below).

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.

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.



City of Vancouver, City of Camas, and Clark County Cross-Boundary Overlay Service Area Agreement

Clark County and the City of Vancouver originally coordinated on park system planning and implementation as a joint agency beginning in 1997 via interlocal agreements. Historically, there has been less focus on coordination among the incorporated cities. Since the Vancouver-Clark County agreement rescission in 2013, the region continues to experience rapid growth with mounting challenges for all jurisdictions to secure sufficient land and funding for park, trail and open space facilities to serve the growing population, increased urban density, and ever-growing demand for recreation facilities.

As a result, service area gaps have emerged, particularly along common jurisdictional boundaries. For Vancouver, the most critical service area gaps are along the east and northeastern boundary common with both Clark County and City of Camas. To address this concern, the City of Vancouver, City of Camas and Clark County executed this *Cross-Boundary Service Area Agreement* ("Agreement") on the last date signed below. The purpose of this agreement is to partner, where feasible, to meet the recreational demand for parks, trails, and open space along common boundaries for the mutual benefit of residents, regardless of jurisdiction.

1. Background

Vancouver and Clark County park system planning was originally coordinated through ten jointly designated Park Impact Fee Districts ("Park Districts") encompassing the City of Vancouver and the Vancouver Urban Growth Area (VUGA). After this joint management system terminated, the ten Park Districts were realigned and consolidated for planning and implementation of the park impact fee program by the City of Vancouver, effective in 2017. Vancouver now administers three districts (Park Districts A, B, and C), collecting impact fees within its jurisdictional boundaries, and utilizing fees and other funds to acquire, develop and maintain park facilities within City limits.

Clark County continues to collect impact fees within the unincorporated VUGA based upon the original park district boundaries, and to acquire, develop and maintain park facilities throughout the UGA and unincorporated Clark County.

Camas, adjacent to Vancouver on the east, takes a similar approach to managing its park system with a single Park District, or Service Area, encompassing the entire incorporated area.

2. Park Facilities Requiring Coordinated Planning

Vancouver's Capital Facilities Plan identifies the need for park facilities proximate to the boundaries of its city limits to meet level-of-service standards and to close city park facility deficits. The facilities identified are primarily community parks and natural areas, as opposed to a focus on neighborhood park facilities.

The City of Vancouver's Comprehensive Plan identifies a community park as one which provides a focal point and gathering place for broad groups of users. Usually 20 to 100 acres in size, community parks are used by all segments of the population and generally serve residents from a one-to three-mile service area.¹

The County Comprehensive Plan's description is nearly identical.² The City of Camas Special Use Area designation is a comparable park type, being described as including many of the elements that are included in neighborhood parks as well as the more specialized facilities that provide for specific recreation needs.³

Neighborhood Parks are smaller facilities, typically three to five acres in size and designed to serve a one-half mile walkable service area. However, in the absence of opportunities for community park facilities, larger neighborhood parks can provide some of the active components typical of community parks. Again, the County and City of Camas define neighborhood parks very similarly.

Natural Areas are managed for both ecological values and light-impact recreational uses in all jurisdictions. Many of these natural areas trace riparian corridors across jurisdictional boundaries. Natural Areas range in size, and may include wetlands, wildlife habitat, regional trails, viewpoints or stream and river corridors. The extent of the recreational service area for Natural Areas (Open Space) is a function of scale and natural resource significance.

With their greater public attraction, community parks and larger natural areas can serve residents across jurisdictional boundaries. Coordination between cities and the County can leverage limited resources and help to achieve park system acquisition, development and management objectives for park facilities.⁴

¹ Vancouver Comprehensive Plan, pg. 5-33.

² County Comprehensive Plan, Parks, Rec. & Open Space Element, pg. 201.

³ City of Camas Parks, Recreation and Open Space Comprehensive Plan Update, 2014, pg. 3-1, 3-12.

⁴ See e.g., County Comprehensive Plan, Parks, Recreation and Open Space, Framework Plan Policies:

- Policy 7.1.0 ("Provide land for parks and open space in each urban growth area ... consistent with adopted level-of-service standards. ...");
- Policy 7.1.3 ("Coordinate with jurisdictions to establish consistent definitions of park types and level-of-service standards for parks within urban areas.");
- Policy 7.1.4 ("Coordinate the planning and development of parks and recreation facilities with jurisdictions within the urban areas."); and,

See also City of Vancouver Comprehensive Plan, Policy PFS-32 ("Parks coordination. Plan for parks, trails, open spaces and recreational services in coordination with other local and regional public agencies and private entities. Facilitate provision of lands and/or impact fees for parks as part of the development review process.").

3. Joint Park Overlay Service Areas

The City of Vancouver has identified Park Overlay Service Areas adjacent to and outside its city limits and the VUGA, as shown in *Figure 1*. The overlays are drawn to extend outside city limits by one-half of the Community Park service area as defined in the Vancouver Comprehensive Parks, Recreation and Natural Areas Plan and Clark County Parks, Recreation and Open Space Plan. This delineation intends to capture the service area gaps proximate to the Vancouver city limits and provide the flexibility needed to identify and negotiate site acquisition to address system deficits.

Vancouver intends to acquire and manage park facilities within these joint overlays as needed to meet Vancouver recreational needs. Regulatory governance of these areas remains with the County or City of Camas, depending upon location. And, although these areas are unlikely to be redeveloped and trigger impact fee collection, the County or City of Camas remain responsible for imposing and collecting any such impact fees when outside the City of Vancouver, as applicable.

4. Party Commitments

4.1 City of Vancouver

City of Vancouver will consider an update to the Park Impact Fee Technical Document to establish the Park Overlay Service Areas, as shown in *Figure 1*. The overlays become part of the underlying Vancouver Park Impact Fee District as designated by the City of Vancouver Park Impact Fee Technical Document. The park facilities within the overlay areas are already or will be designated in Vancouver's Capital Facilities Plan. Vancouver intends to acquire and manage park facilities within these areas, and to coordinate with the County or City of Camas on same as applicable.

4.2 City of Camas and Clark County

City of Camas and Clark County will consider establishing the joint overlay(s), as shown in *Figure 1* through an addendum to their applicable governing documents. Their creation demonstrates the parties' desire to coordinate on park service area issues within common Park Overlay Service Areas.

4.3 Joint Commitments

To maximize long-term flexibility for park system improvement partnerships that benefit citizens of multiple jurisdictions or public agencies, all parties to this agreement will consider amendments to their respective Capital Facilities Plans, as needed, to identify potential park projects within the Park Service Area Overlay Areas. Routine concurrent updates to the respective Capital Facilities Plans will also be completed, as needed, to reflect projects that could relate to the planning area and/or the intent of this agreement.

The parties will also consider the transfer of land ownership, management, and/or programming to parks, open space, or special facilities that are located inside Vancouver city limits, adjoin, or are in close proximity to, common boundaries, if logistics and efficiencies warrant such transfer. Examples could include regional trail systems that cross multiple jurisdictions, remnant

segments of shared park impact fee districts between City of Vancouver and Clark County, etc. Memorandums of understanding, interlocal agreements or deed transfers would be processed on a site specific basis as appropriate.

5. Funding

The City of Vancouver anticipates taking the lead in acquiring park capital facilities located with the Park Overlay Service Areas using available funding sources, including park impact fees, grants, and other budgeted funds. Should the parties elect to jointly fund acquisition and/or maintenance and operation efforts, the parties may elect to execute a more detailed project specific agreement.

6. Effective Date and Termination

This Framework Agreement takes effect on _____, 2019, following City of Camas, City of Vancouver and Clark County execution, which may occur in counter parts. Either party may terminate the agreement with a 90 day advance written notice. Otherwise, the Agreement is effective for ten years, with two automatic extensions for five year periods.

**BOARD OF COUNTY
COMMISSIONERS
FOR CLARK COUNTY,
WASHINGTON**

Eileen Quiring Chair

Dated: _____

Attest:

Clerk to the Board

Approved as to form only:

Tony Golik,
Clark County Prosecuting Attorney

CITY OF CAMAS

Mayor Shannon Turk

Dated: _____

Attest:

City Clerk

Approved as to form only:

Shawn MacPherson, City Attorney

CITY OF VANCOUVER

Eric J. Holmes, City Manager

Dated: _____

Attest:

City Clerk

Approved as to form only:

Jonathan Young, Vancouver City Attorney

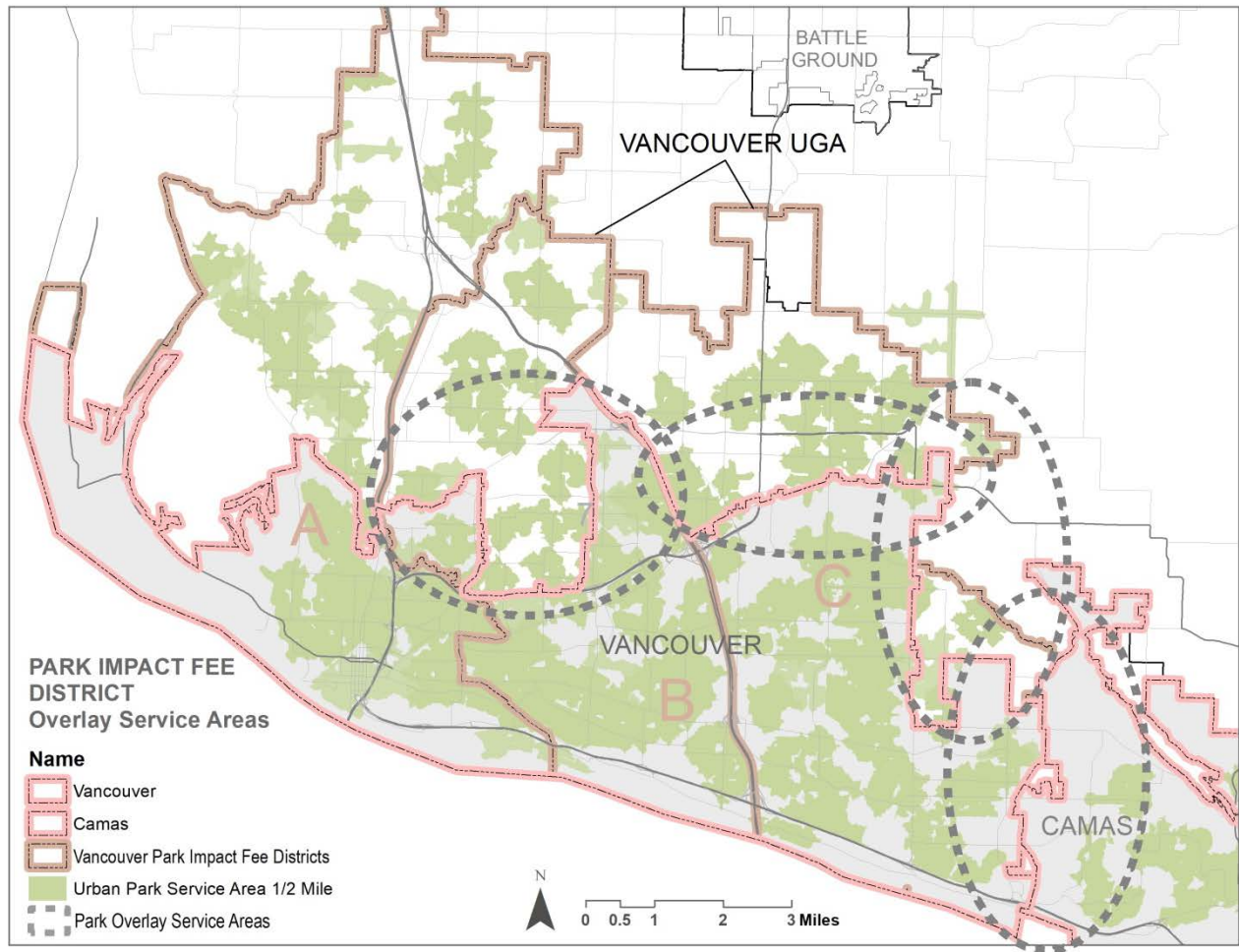


Figure 1

09/09/2019

09/16/2019

ORDINANCE NO. M- _____

AN ORDINANCE relating to park impact fees, amending VMC 20.915.030 and VMC 20.915.050, amending the Park Impact Fee Technical Document, and establishing an effective date.

WHEREAS, the City Council recognizes that Vancouver residents utilize parks and other public amenities based on proximity to their neighborhoods, rather than based on City or park district boundary lines; and

WHEREAS, Vancouver Municipal Code (“VMC”) Section 20.915.030 allows the establishment of overlay service areas for system improvements “designed to serve geographic areas whose boundaries are not generally contiguous with established service areas” for transportation, schools and parks; and

WHEREAS, the City Council finds that opportunities for overlay service areas could include areas that serve more than one established service area, as well as areas located partly or entirely outside of the city or urban growth area, when a system improvement in such a location is designed to serve Vancouver residents in an established service area; and

WHEREAS, the City Council desires to amend VMC 20.915.030 to allow such overlay service areas;

WHEREAS, in 2004, the City Council adopted Ordinance M-3643 which, in relevant part, referred to the Vancouver -Clark Parks and Recreation Parks Impact Fee Program Park Impact Fee Technical Document as the document where park service areas were designated; and

WHEREAS, by Resolution M- 3910, the City Council approved a revised City of

Vancouver Park Impact Fee Technical Document in November 2016, which does not identify overlay service areas; and

WHEREAS, the City Council desires to amend the Park Impact Fee Technical Document to adopt Park overlay service areas in order to expand opportunities for acquisition and development of parks that serve Vancouver residents and to update background information, correct typographical errors, and improve clarity concerning Park Impact Fees; and

WHEREAS, the City Council desires to amend VMC 20.915.050 to correct typographical errors and for clarity.

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF VANCOUVER:

Section 1. Amendatory. VMC 20.915.030, which was adopted by Ordinance M-3643 and last amended by Ordinance M-4181, is hereby amended to read as follows:

20.915.030 Establishment of Development Service Areas.

A. *General.* Service areas, which may vary by type of public facility, are established as shown on the Park Impact Fee Technical Document and Vancouver Transportation Impact Fees Program Technical Document, which are incorporated herein by reference.

B. *Service areas and fees.* Such areas will provide a nexus between those paying the fees and receiving the benefits to ensure that those developments paying impact fees receive substantial benefits.

C. *Establishment of overlay service areas.* Overlay service areas may be established for ~~identified~~ system improvements identified in the Capital Facilities Plan which are:

1. Designed to serve geographic areas whose boundaries are not generally contiguous with established service areas, or
2. Designed to serve more than one established service area, or
3. Where a system improvement is designed to serve an established service area, or service areas, but is located partly or entirely outside of the city or urban growth area, and

provides a substantial benefit to the assigned service area. Properties within this type of overlay service area are not subject to City impact fees to the extent those properties are outside the City.

D. *Factors affecting service areas.* Additional or revised service areas may be designated by the City Council upon consideration of the following factors:

1. The Comprehensive Plan;
2. Standards for adequate public facilities incorporated in the capital facilities plan;
3. The projections for full development as permitted by land use ordinances and timing of development;
4. The need for and cost of un-programmed capital improvements necessary to support projected development; and
5. Such other factors as the City Council may deem relevant.

E. *Service areas and urban growth boundaries.* Service areas adjoining an urban growth boundary shall automatically be adjusted to conform to any change in such boundary.

Section 2. Amendatory. VMC 20.915.050, which was adopted by Ordinance M-3643 and last amended by Ordinance M-4181, is hereby amended to read as follows:

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:

$$\text{PIF} = (\text{Acquisition Cost} + \text{Development Cost}) \times \text{Cost Adjustment Factor}$$
$$\text{PIF} = \left[\left[\frac{(\text{Ca} \times \text{Ia} \times \text{Sa})}{\text{P}} + \frac{(\text{Cd} \times \text{Id} \times \text{Sd})}{\text{P}} \right] \times \text{U} \right] \times \text{A}$$

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~~ acquisition for each service area ~~or overlay 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 thousand residents for neighborhood and community parks as established in the Vancouver Comprehensive Parks Recreation and Natural Areas Plan.

5. “P” means one thousand (1,000).

6. “U” means the average number of occupants per single-family/duplex dwelling unit or per other multi-family 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 park impact fee rates.

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 there under, shall be filed in the Office of the City Clerk for use and examination by the public.

Section 3. The revised City of Vancouver Park Impact Fee Technical Document, dated September 2019 and attached hereto as Exhibit A, is hereby adopted.

Section 4. Effective Date. This ordinance shall go into effect 15 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 September, 2019.

Anne McEnery-Ogle, Mayor

Attest:

Natasha Ramras, City Clerk

Approved as to form:

Jonathan Young, Acting City Attorney

SUMMARY

ORDINANCE NO. _____

AN ORDINANCE relating to park impact fees, amending VMC 20.915.030 and VMC 20.915.050, amending the Park Impact Fee Technical Document, 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).

Park Overlay Service Areas

September 16, 2019
Vancouver City Council

Julie Hannon, Parks & Recreation Director
Monica Tubberville, Park Planner

Context

- Growing population and increasing residential density
- Limited options to meet need of city residents
- Growing challenge for all jurisdictions
- Concentration of **Underserved Areas** along City boundary
- Regulations unclear on use of PIF outside park impact fee district boundaries and outside city limits

Outreach

- Building Community
- SEPA Review

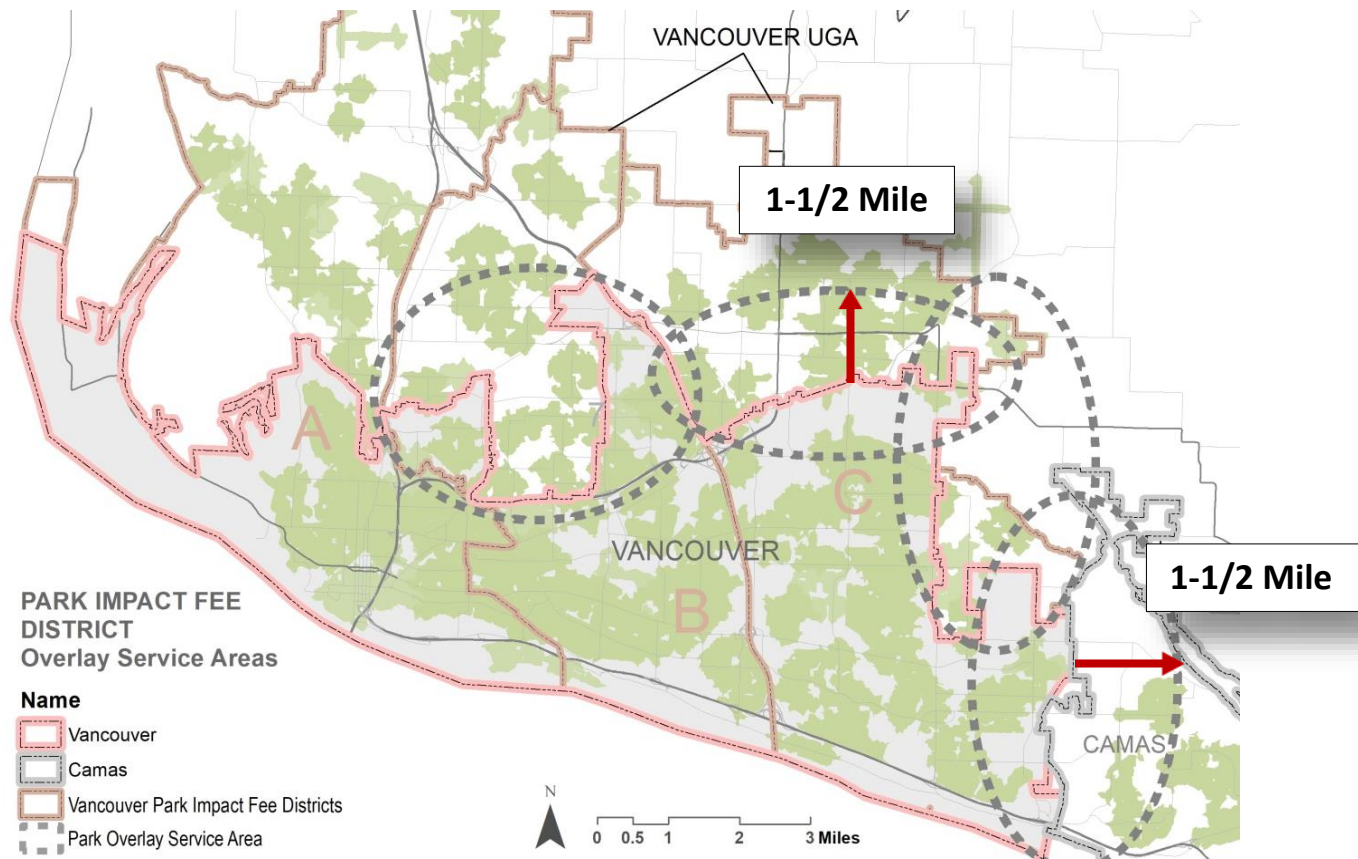
Approved by:

- Parks & Recreation Advisory Commission (PRAC)
- County Parks Advisory Board
- Camas Parks & Recreation Commission
- Vancouver Planning Commission

Proposal - Park Overlay Service Areas

- Use PIF across Park Districts when shared benefit
- Use PIF Outside City Limits When
NO Reasonable Options Available to Serve City Residents
- Overlay Map and Criteria - Guide Application
- Cross-Boundary Agreements with Clark County and Camas
- Project Specific Agreements for Joint funding or management

Map - Park Overlay Service Areas



Criteria - Park Overlay Service Areas

- System deficit - Lack of reasonable alternatives
- Park needs met by project
- Alignment with Parks Capital Facilities Plan
- Benefits equal or exceed options within district
- Explore partnership opportunities

Cross – Boundary Agreement

- Interlocal Agreement for contiguous jurisdictions
 - Camas & Clark County
 - Mutual benefit – regardless of jurisdiction
- All parties Commit to Consider
 - Adoption of similar Park Overlay Service Areas
 - Amendments to CFP to identify potential projects

Proposed Amendments

Park Service Area Overlays	VMC	PIF Tech Doc	Agmt
Designed to serve more than one service area	✓		
Use of PIF partly or entirely outside city limits when substantial benefit to service area	✓		
Service Area Overlay Map		✓	
Criteria		✓	
Cross Boundary Service Area Overlay Agreement			✓

Questions ?

Julie Hannon, Parks & Recreation Director

Julie.Hannon@cityofvancouver.us

Monica Tubberville, Park Planner

Monica.Tubberville@cityofvancouver.us



TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 9/16/2019

SUBJECT a. Workforce Southwest Washington Overview

Key Points

Workforce Southwest Washington is a strategic partner with the City in a range of economic development efforts. To raise awareness of and educate the community about their work, representatives from Workforce will provide an overview of their mission and services for the City Council.

ATTACHMENTS:

- ▢ Presentation



workforce

SOUTHWEST WASHINGTON

ABOUT US

Workforce Southwest Washington (WSW) is a nonprofit organization that invests in the economies of Clark, Cowlitz and Wahkiakum counties. The programs we fund help residents of Southwest Washington **get jobs that support families, strengthen our region's businesses and create a diverse workforce and strong economy**. Since 2003, we've invested more than **\$100 million to get people working** in Southwest Washington.

We fund programs and activities that prepare youth and adult workers for living-wage jobs

We consult local businesses to recruit, train or re-train employees

We invest in community programs that help people find jobs

- For example, we manage "Next," Clark County's **first and only youth employment and training center**

The benefits to the community include:

- **For people:** Programs that fund jobs that provide a living wage with room for growth
- **For businesses:** A workforce that is highly trained and motivated
- **For partners:** The opportunity to connect with like-minded organizations



COLUMBIA-WILLAMETTE WORKFORCE COLLABORATIVE (CWWC)

1

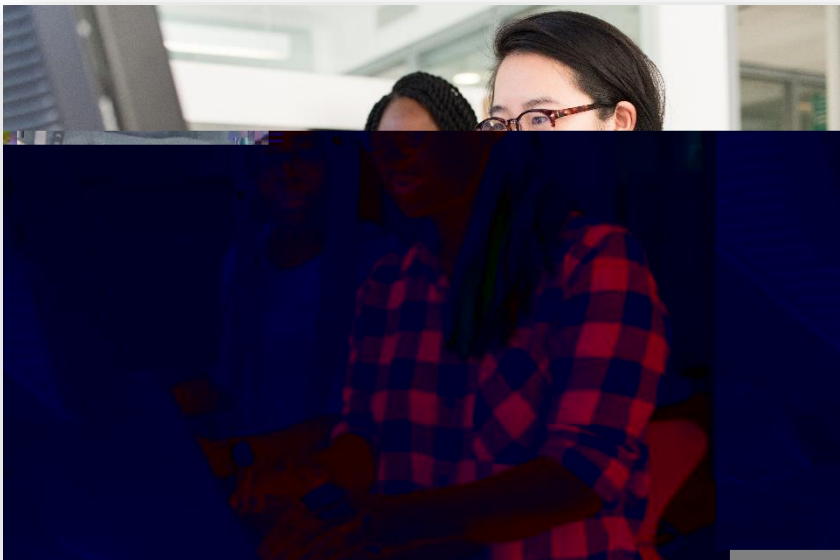
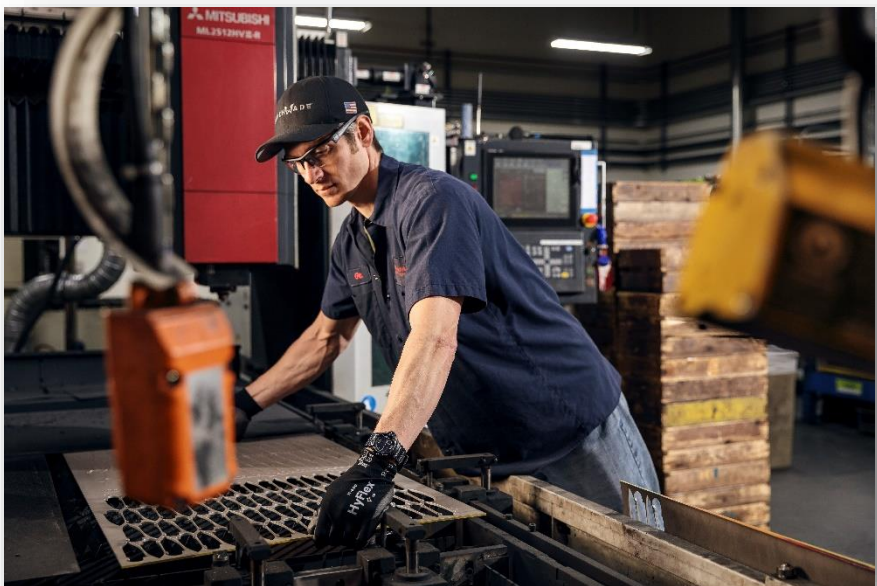
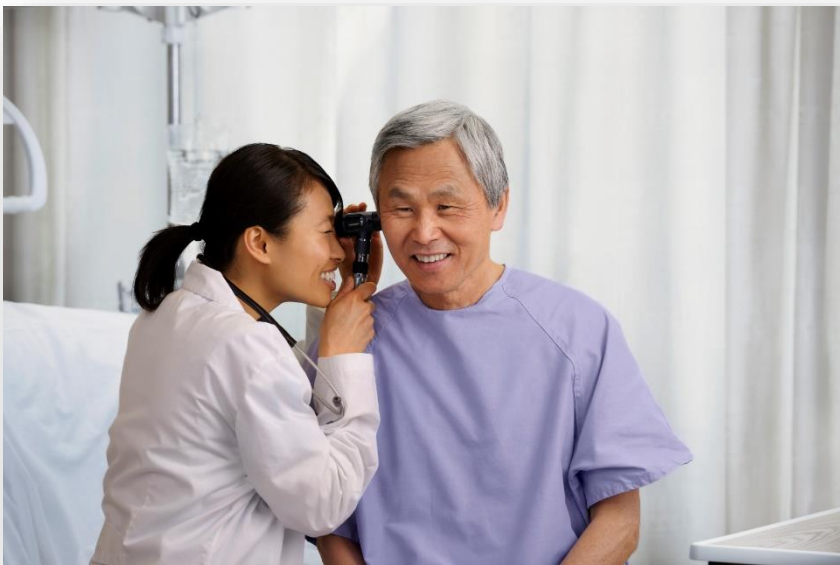
Workforce Southwest Washington – Clark, Cowlitz and Wahkiakum counties
Worksystems Inc., – Multnomah and Washington counties
Clackamas Workforce Partnership – Clackamas County

2

Unified approach to serving businesses, supporting economic development and guiding public workforce investments

3

Active, industry-led advisory boards focused around Construction, Healthcare, Tech and Manufacturing

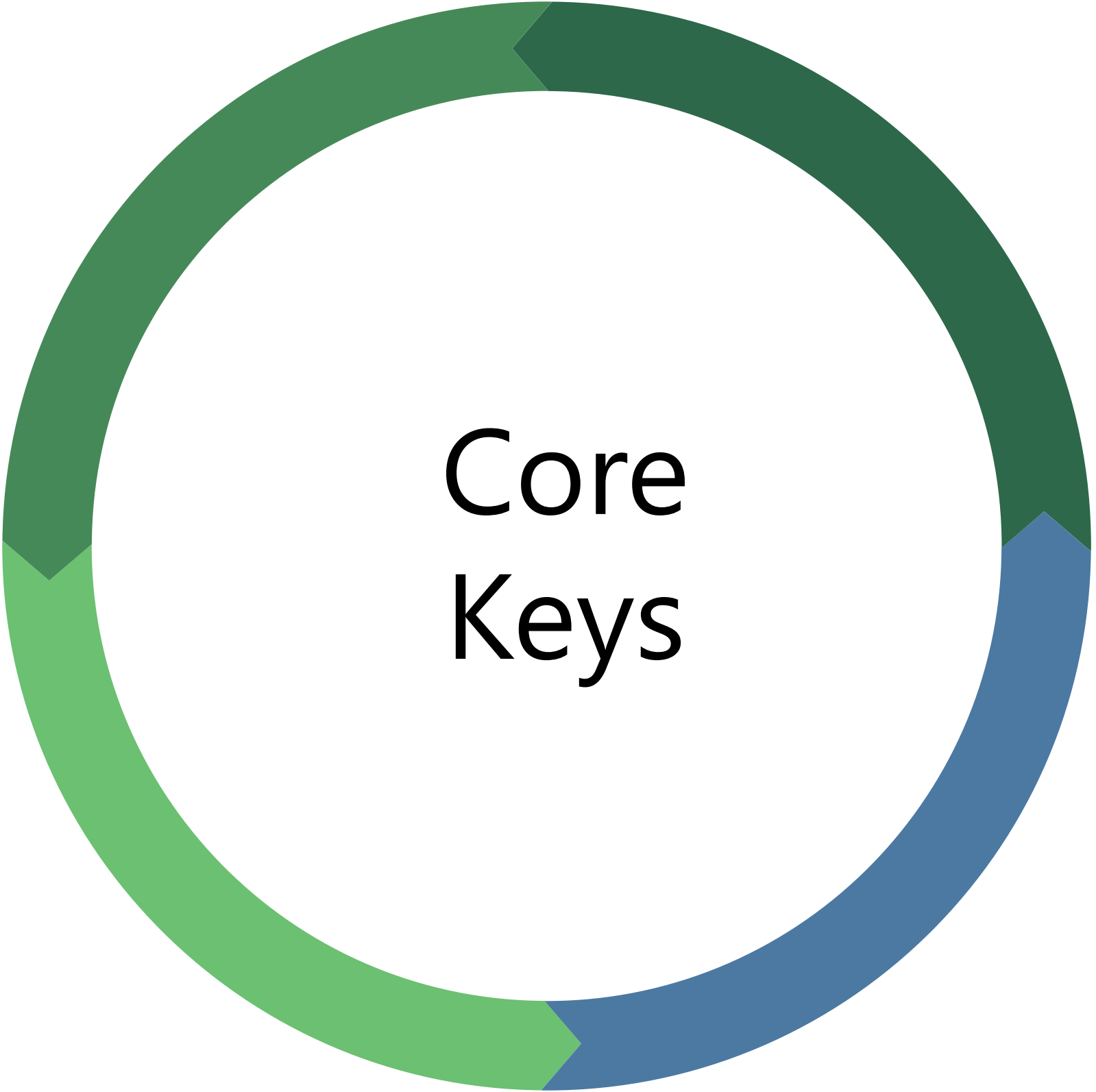


Business Engagement

Industry needs inform program design and shape investments



How WSW invests in the community



Business

Developing innovative approaches to meeting the human capital needs of our regional industries.



People

Empowering individuals to realize their full potential through meaningful education, training, and work.



System

Creating a world-class opportunity engine for Southwest Washington through sustaining a public-private partnership of business, education, government, and community-based partners.



Funding

Investing in, evaluating, and advocating for what works as entrusted stewards of public resources.

Program Development

Business need connecting with job seeker need



Next – Key Activities

Serving Opportunity Youth



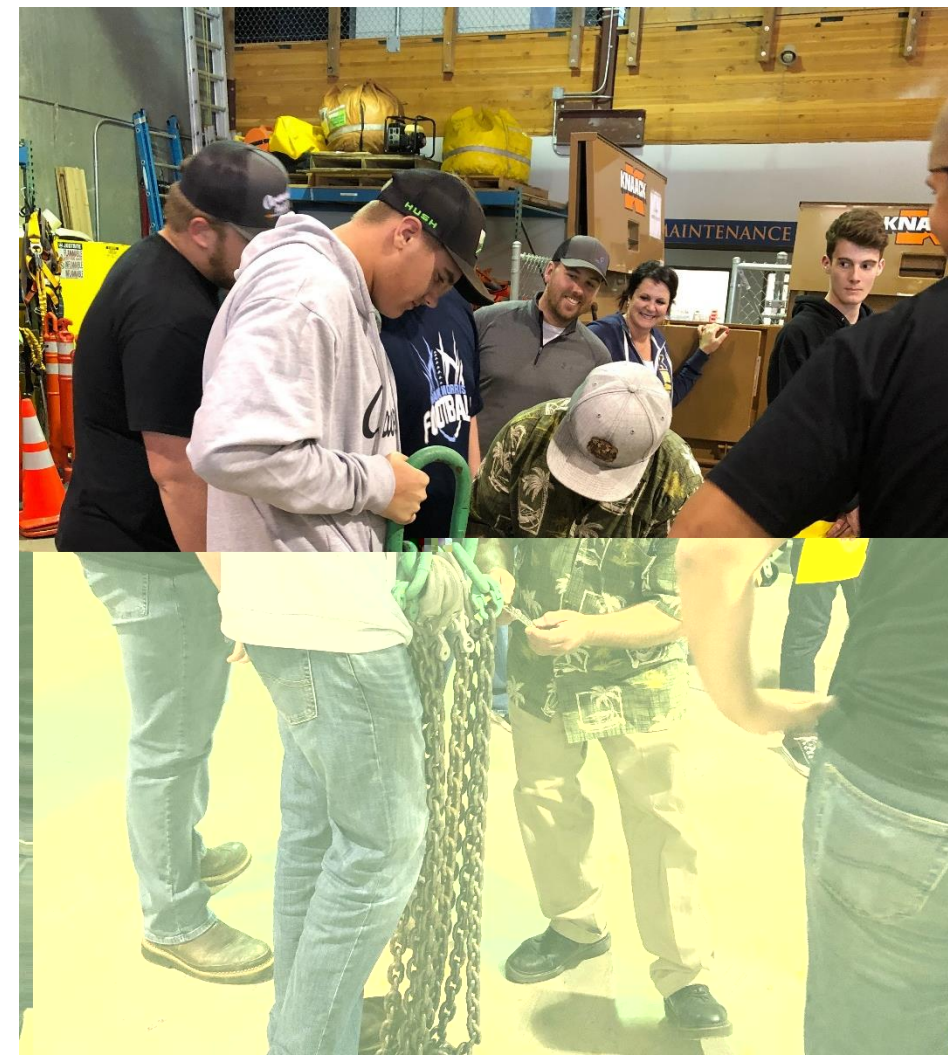
Workforce Academy

We work in partnership with the business community to provide career exploration opportunities for area youth.



Apprenticeship

We prepare students for careers in our four sectors through apprenticeship preparation trainings and connect them to local area apprenticeships.



Work Experience

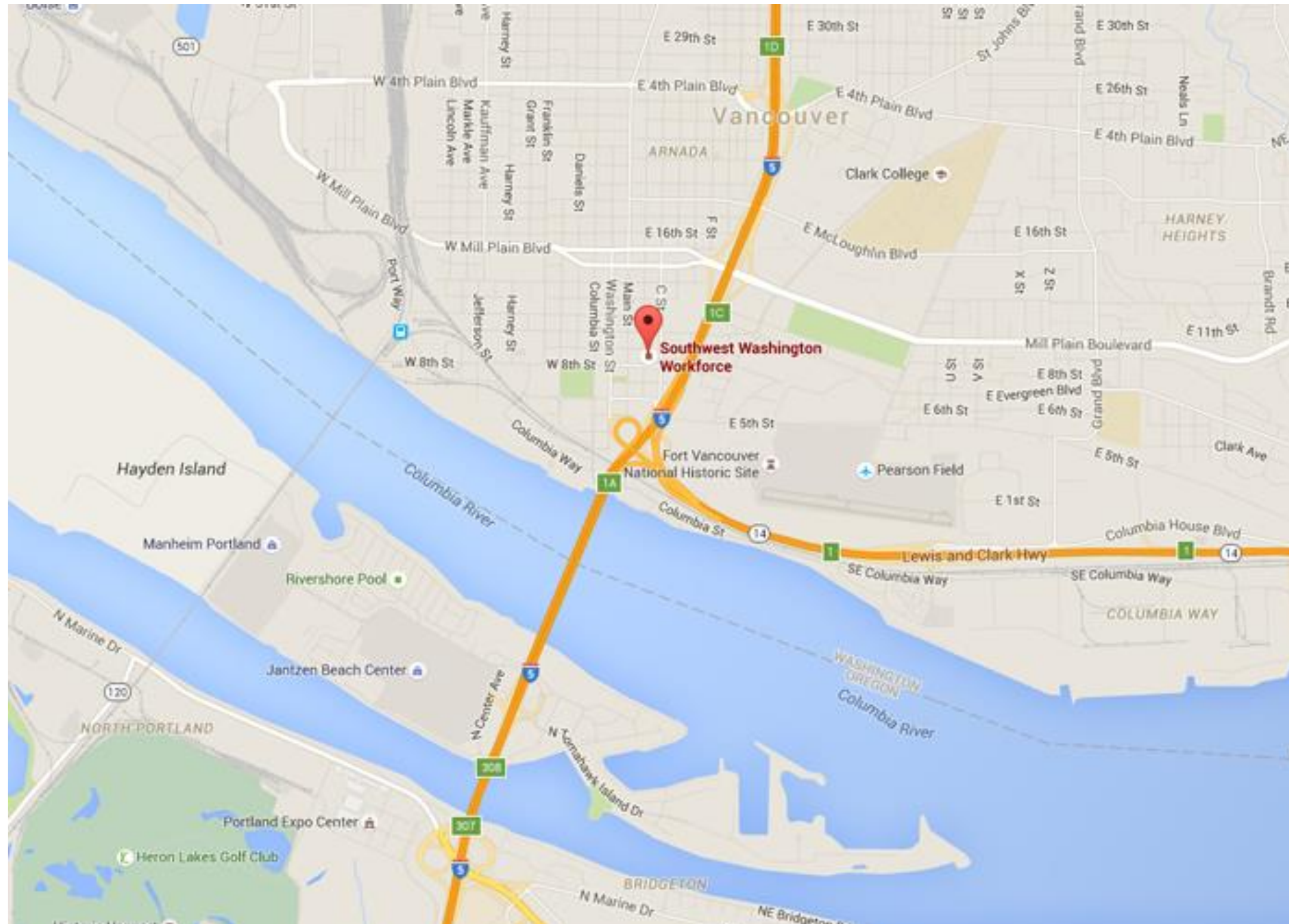
Our investments fund meaningful, paid work experience to help young people learn and develop skills necessary to succeed in today's world of work.



Post-Secondary Connections

Youth can work with Next to complete their HS Diploma or GED, if needed, and make connections to post-secondary programs at Clark College, Lower Columbia College, and WSU-Vancouver.

CONTACT US



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Online: www.workforcesw.org



Twitter: [@WorkforceSWWA](https://twitter.com/WorkforceSWWA)

WSW is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Washington Relay 711.

