

February 16, 2021  
10:00 a.m.

# Board Agenda



**Kathryn Harrington**  
Chair



**Nafisa Fai**  
District 1



**Pam Treece**  
District 2  
Vice Chair



**Roy Rogers**  
District 3



**Jerry Willey**  
District 4

Charles D. Cameron Public Services Building Auditorium  
155 N. First Ave., Suite 300, MS 22, Hillsboro, OR 97124-3072, p: 503-846-8681

[www.co.washington.or.us/BOC](http://www.co.washington.or.us/BOC)

Tanya Ange,  
County Administrator

Diane Taniguchi-Dennis,  
Chief Executive Officer, Clean Water Services <sub>1</sub>

## BOARD OF COUNTY COMMISSIONERS



**Kathryn Harrington, Chair:** As Chair of Washington County's five-member governing Board, Kathryn Harrington represents all of Washington County. With an undergraduate degree in Electrical Engineering, Kathryn enjoyed a 22-year career in the tech industry. She led teams and business units that developed and sold new software products at Wang Laboratories, Central Point Software and Intel in Hillsboro, where she worked for ten years. In 2004, Kathryn left industry to give back to her community full time, working as a community advocate with Citizen Participation Organization 7 and several transportation planning committees. For twelve years, from 2007 through 2018, Kathryn served as the elected District 4 Councilor at Metro, the regional government for this metropolitan area, representing the urban areas of northern and western Washington County. She has served on multiple leadership committees including the Joint Policy Advisory Committee on Transportation, among others. Kathryn is passionate about improving our community, pushing for more effective land use and citizen input on county issues. In addition to livability, economic prosperity and improving transportation, Kathryn is focused on improving access to government for people of color and improving safety and quality of life for elders and the young. Kathryn's term as Chair runs until December 2022.



**Nafisa Fai, District 1 Commissioner:** Nafisa Fai was elected to the Washington County Commission to represent District 1 in November 2020. She has spent the majority of her career working in public health, first at the American Red Cross and then through roles in county government and at a statewide nonprofit leading chronic disease prevention programs. In addition to her work in public health, Nafisa owns a small business based in Beaverton. Through her business, she founded the Pan African Festival, where she unites Oregonians from all backgrounds to celebrate cultural, economic and social vitality and support for emerging, small businesses. Nafisa is an active member of the community and was recently named to the Portland Business Journal's Forty Under Forty List and serves on the Board of the Five Oaks Museum (formerly Washington County Museum). She is also a member of the Oregon Maternal Mortality and Morbidity Review Committee and serves on the Board of community-based dental services nonprofit Dental3. A refugee from Somalia, Nafisa has lived in Oregon for over 22 years. She lives in Aloha with her husband and three children.



**Pam Treece, District 2 Commissioner:** Commissioner Pam Treece represents District 2, the northeastern corner including Bethany, Cedar Hills, Cedar Mill, Helvetia, Raleigh Hills, Rock Creek and portions of Beaverton and Hillsboro. **Background:** Pam Treece was born and raised in Portland. After teaching high school and running her own business, Pam moved to the private sector and worked for Pacific Power for 21 years, retiring as the vice-president of external affairs. She has served as the executive director of Westside Economic Alliance since 2012. She received her undergraduate degree from Portland State University and her masters' degree from Lewis and Clark College. **Community Involvement:** Oregon Department of Transportation's Region 1 Area Commission on Transportation (ACT), PCC Forward Bond Steering Committee, Portland Region Value Pricing Policy Advisory Committee, Tualatin Hills Park & Recreation District's Foundation Board, Washington County Fairground Advisory Committee, Worksystem Inc's Board and Executive Committee, Washington County Transportation Futures Advisory Committee, TriMet - low-income task force, Chair of Beaverton School District Bond Advisory Committee, Intel's Community Advisory Panel, Metro's Equity Strategy Advisory Committee, Planned Parenthood of the Columbia-Willamette Board, YWCA Board, and American Leadership Forum Class XIII. Her current term runs through December 2022.



**Roy Rogers, District 3 Commissioner:** Commissioner Rogers represents District 3, which includes the cities of Tigard, Tualatin, King City and Sherwood. A Certified Public Accountant, Mr. Rogers is a partner in the firm of Pauly Rogers & Company PC, one of the largest municipal auditors in the State of Oregon. Mr. Rogers' other governmental experience includes the Washington County Clean Water Services Board; Mayor, City of Tualatin (1978-1985); President, Oregon Mayor's Association; Metro Joint Policy Advisory Committee on Transportation; and League of Oregon Cities Committees. Roy Rogers has served on the Board of Commissioners since January 1985. His current term runs through December 2024.



**Jerry Willey, District 4 Commissioner:** District 4 represents a large portion of the rural area of Washington County including Banks, North Plains, Forest Grove, Cornelius and Gaston. Jerry worked for 33 years as a CPA and partner in the firm of Jones & Roth, CPAs retiring in 2010. He was elected as the Hillsboro Mayor in 2009 and served 8 years. Jerry is a graduate of Washington State University with a Bachelor of Arts in Accounting. He spent 4 years in the Navy including a tour in Vietnam. Jerry believes in giving back to the community and has volunteered for many organizations. In 1997 he was recognized as Hillsboro Citizen of the Year by the Hillsboro Chamber of Commerce. He has also received a Mayors Leadership Award from the Oregon Mayors Association in 2015, a special merit award from the Hillsboro Chamber in 2016, and the James C. Richards Memorial Award from the League of Oregon Cities in 2016. His current term runs through December 2022.

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# CONSENT AGENDA

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January 26, 2021

February 2, 2021

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**BOARD OF COMMISSIONERS  
MEETING CALENDAR**

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Board Meeting – 6:30 p.m.

**Tuesday, March 2, 2021**

Work Session – 8:30 a.m.  
Board Meeting – 10:00 a.m.

**Thursday, March 4, 2021**

Roundtable – 9:00 a.m.

**Tuesday, March 9, 2021**

Work Session – 8:30 a.m.

**Tuesday, March 16, 2021**

Work Session – 1:00 p.m.  
Board Meeting – 6:30 p.m.



## AGENDA

### CLEAN WATER SERVICES BOARD OF DIRECTORS

<b>Agenda Category:</b>	Presentation
<b>Agenda Title:</b>	<b>PRESENT AMERICAN PUBLIC WORKS ASSOCIATION 2020 PROJECT OF THE YEAR AWARD FOR TUALATIN INTERCEPTOR</b>
<b>Presented by:</b>	Mark Jockers, Chief of Staff Nora Curtis, Utility Operations and Services Managing Director

#### SUMMARY

The American Public Works Association (APWA) promotes excellence in managing and administering public works projects by recognizing the alliance between the managing agency, the consultant/architect/engineer, and the contractor who work together to complete public works projects of various sizes and categories. The Oregon chapter of APWA recognized Clean Water Services’ (District) Tualatin Interceptor and Siphon Improvement Project (Project) as the 2020 wastewater project of the year in the \$25 million to \$75 million project classification. The \$31.2 million Project was constructed under budget and ahead of schedule.

The Tualatin Interceptor serves Beaverton, Tigard, King City, Sherwood, unincorporated Washington County and Tualatin. The original interceptor and siphons were built of reinforced concrete in the late 1970s and early 1980s and were approaching the end of the expected service life. To meet capacity demands identified in its master plan study, the District needed to add capacity at the main capacity bottleneck, the King City siphon, before the end of 2018.

The Project included the design and construction of approximately 11,000 linear feet of 48-inch to 66-inch gravity sanitary sewer interceptor and two trenchless installations of triple-barreled inverted siphons under the Tualatin River. The team installed corrosion-resistant piping that is expected to last 100 years. The Project was completed in two phases to allow permitting and construction to occur within the required time frame.

In Phase A, the team replaced and expanded the most restrictive conveyance segment in the interceptor, the King City siphon, which conveys wastewater from a new River Terrace South pump station and surrounding residential areas across the Tualatin River. In Phase B, the team crossed state- and city-owned roads, more than 30 privately-owned properties, the Tualatin River a second time, two constructed wetlands, and two city parks before connecting to the District’s Durham Water Resource Recovery Facility.

District awarded a contract to Mortenson Construction and Kennedy/Jenks Consultants to implement a progressive design-build methodology to ensure design and construction improvements could be completed in a relatively short time frame. Other members of the team included Shannon & Wilson, David Evans and Associates, and Aldea Services.

(continued)

Agenda Item No.	<b>3.a.</b>
Date:	<b>02/16/21</b>

**PRESENT AMERICAN PUBLIC WORKS ASSOCIATION 2020 PROJECT OF THE YEAR AWARD FOR TUALATIN INTERCEPTOR  
02/16/21**

Before the Project began and throughout construction, the District coordinated a significant public outreach campaign. The team established open communication with the general public, and, as a result, the public was able to effectively contact the Project team. This allowed efficient resolution of issues with stakeholders and minimized escalation of negative feedback related to construction.

**ADDITIONAL INFORMATION**

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**Community Feedback:** No known feedback.

**Legal History/Prior Board Action:** None.

**Budget Impact:** None.





## AGENDA

### WASHINGTON COUNTY BOARD OF COMMISSIONERS

**Agenda Category:** Public Hearing – Health and Human Services

**Agenda Title:** CONDUCT SECOND READING, FIRST PUBLIC HEARING OF PROPOSED ORDINANCE NO. 871 – AN ORDINANCE AMENDING WASHINGTON COUNTY CODE CHAPTER 8.04 SOLID WASTE CONTROL, RELATING TO THE SOLID WASTE ADVISORY COMMITTEE

**Presented by:** Marni Kuyl, Director of Health and Human Services

#### **SUMMARY:**

The Solid Waste Advisory Committee, established in Washington County Code (WCC) 8.04, serves to advise your Board on standards related to collection, transportation and disposal of solid waste. On May 26, 2020, your Board authorized the development of an ordinance to revise provisions set forth in WCC 8.04 related to the Committee. Proposed revisions are intended to advance equity by providing intentional access and opportunity for community members from historically marginalized groups to engage in the solid waste decision-making process.

To align with the vision of your Board’s Equity Resolution (R&O 20-30) and as a result of the listening sessions, research, and interviews with regional partners, the following adjustments to WCC 8.04 are proposed, as detailed in Exhibit A to Ordinance 871:

- Add language to clarify the purpose of the Committee.
- Change the name of the Committee to “Garbage and Recycling Advisory Committee.”
- Increase the number of public member positions from six to nine.
- Reduce the number of solid waste industry member positions from three to one.
- Make the solid waste industry member position non-voting.
- Retain the Health and Human Services member position as non-voting.
- Change the membership term from five years to four years.

(continued)

#### **Attachments:**

Staff Report – Ordinance 871

Ordinance 871

[Exhibit A – Revisions to WCC 8.04 \(hyperlinked here\)](#)

#### **DEPARTMENT’S REQUESTED ACTION:**

Conduct the second reading and first public hearing of proposed Ordinance No. 871 and adopt the ordinance.

#### **COUNTY ADMINISTRATOR’S RECOMMENDATION:**

I concur with the requested action.

Agenda Item No.	<b>4.a.</b>
Date:	02/16/21

**CONDUCT SECOND READING, FIRST PUBLIC HEARING OF PROPOSED ORDINANCE NO. 871 – AN ORDINANCE AMENDING WASHINGTON COUNTY CODE CHAPTER 8.04 SOLID WASTE CONTROL, RELATING TO THE SOLID WASTE ADVISORY COMMITTEE  
BOC 02/16/21**

- Add term limits to provide no more than two successive terms of membership.
- Ensure that the recruitment and selection process incorporate equity considerations and is open to all segments of the community.
- Add a provision that the Board shall adopt bylaws governing the administration and duties of the Committee.
- Amend the duties of the Committee to remove more technical terminology and align with its purpose.

**ADDITIONAL INFORMATION:**

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**Community Feedback (Known Support/Opposition):**

Between the months of May and August 2020, several listening sessions were held with stakeholder groups including the current Committee, the Civic Leaders program, Master Recycler volunteers, Environmental Promoters, and the Washington County Haulers' Association. Input from the listening sessions was used to advise the proposal.

Upon consideration of the proposal, the current Solid Waste Advisory Committee did not vote on a recommendation. The Committee was supportive of changing the name of the committee to Garbage and Recycling Advisory Committee, ensuring recruitment is open to all segments of the community, adding a provision that the Board adopt the bylaws, including terms and term limits, however was unable to agree on a recommendation for membership configuration.

The Washington County Haulers' Association has expressed interest in continuing to engage with and be represented on the Solid Waste Advisory Committee, however, has yet to provide further comment.

**Legal History/Prior Board Action:**

May 12, 2020 - Staff attended a work session providing your Board an overview of the project to incorporate an equity lens in the structure of the Committee.

May 26, 2020 - Your Board Approved MO 20-127, authorizing County Counsel to develop an ordinance revising provisions of WCC 8.04 related to the Committee.

November 17, 2020 - Staff presented proposed code amendments at your Board's work session and received guidance to refine the proposal and return to another work session.

January 5, 2021 - Staff returned to your Board's work session and outlined additional adjustments to the proposed amendments. Staff was directed to file Ordinance No. 871.

January 26, 2021 - Your Board Approved MO 21-29, conducting an introduction and first reading, by title only, of proposed Ordinance No. 871 and continuing it to February 16, 2021 for a second reading and first public hearing.

**Budget Impacts:** N/A

1 BEFORE THE BOARD OF COUNTY COMMISSIONERS  
2 FOR WASHINGTON COUNTY, OREGON

3 ORDINANCE 871

An Ordinance amending Washington  
County Code Chapter 8.04 Solid  
Waste Control, relating to the Solid  
Waste and Recycling Advisory  
Committee.

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8 The Board of County Commissioners of Washington County, Oregon, ordains as  
9 follows:

10 SECTION 1

11 A. The Board of County Commissioners (Board) finds that Chapter 8.04 of the  
12 Washington County Code, relating to solid waste collection, transport and disposal is in  
13 need of an update as it pertains to the Solid Waste Advisory Committee (Committee).

14 B. The Board further finds that there is a need to align the Committee and its  
15 purpose and duties in order to facilitate equitable representation on the Committee.

16 C. The Board finds that the Solid Waste Advisory Committee reviewed,  
17 however did not make a recommendation on the changes to Chapter 8.04 as set forth in

18 Exhibit A.

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1     SECTION 2

2             The Board finds and takes public notice that it is in receipt of all information  
3 necessary to consider this Ordinance in an adequate manner, and that this Ordinance  
4 complies with the requirements set forth in the Washington County Charter and the  
5 Washington County Code.

6     SECTION 3

7             The attached Exhibit A (twenty-two pages) is hereby adopted and incorporated  
8 herein as amendments to Chapter 8.04 of the Washington County Code. New material is  
9 underlined; deleted material is strikethrough.

10    SECTION 4

11            A.     Nothing herein is intended, nor shall it be construed, as amending,  
12 replacing or otherwise being in conflict with any other ordinances of Washington County  
13 unless expressly so stated.

14            B.     If any section, clause, phrase, or word of this Ordinance, including the  
15 exhibit, shall for any reason be held invalid, unconstitutional, or unenforceable by a body  
16 of competent jurisdiction, the remainder of this Ordinance or its application and all  
17 portions not so stricken shall not be affected thereby and shall remain in full force and  
18 effect.

19    SECTION 5

20            The Office of County Counsel is authorized to codify this Ordinance and to make  
21 any technical changes, not affecting its substance, as are reasonably necessary to  
22 accomplish codification.

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SECTION 6

This Ordinance shall take effect thirty (30) days after adoption.

ENACTED this \_\_\_\_ day of \_\_\_\_\_, 2021, being the \_\_\_\_ reading  
and \_\_\_\_\_ public hearing before the Board of County Commissioners of Washington  
County, Oregon.

BOARD OF COUNTY COMMISSIONERS  
FOR WASHINGTON COUNTY, OREGON

\_\_\_\_\_  
*CHAIR*

\_\_\_\_\_  
*RECORDING SECRETARY*

READING

PUBLIC HEARING

First \_\_\_\_\_  
Second \_\_\_\_\_  
Third \_\_\_\_\_  
Fourth \_\_\_\_\_  
Fifth \_\_\_\_\_  
Sixth \_\_\_\_\_

First \_\_\_\_\_  
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Sixth \_\_\_\_\_

VOTE: *Aye*: \_\_\_\_\_

*Nay*: \_\_\_\_\_

Recording Secretary: \_\_\_\_\_ Date: \_\_\_\_\_



**DATE:** February 16, 2021

**TO:** Washington County Board of Commissioners

**FROM:** Thomas Egleston, Manager Solid Waste & Recycling

**RE:** Ordinance No. 871 – An Ordinance amending Washington County Code Chapter 8.04 Solid Waste Control, relating to the Solid Waste Advisory Committee

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## **Background and summary**

As part of a countywide effort to incorporate equity considerations into boards and commissions, staff is proposing revisions to Washington County Code (WCC) Chapter 8.04 that pertain to the Solid Waste Advisory Committee (SWAC or Committee). WCC 8.04 contains provisions directing the creation, membership, meetings and duties of the Committee.

At the May 26, 2020 meeting, your Board authorized County Counsel, in consultation with HHS, to file an ordinance revising WCC 8.04 Article II. Solid Waste Advisory Committee provisions 8.04.060 – 8.04.110. Proposed changes to the Code more closely align the Committee with the principles outlined in the Board's Resolution and Order #20-30 (Equity Resolution).

## **Discussion**

Your Board, through the Community Engagement office, has requested that boards and commissions be evaluated to ensure they facilitate equitable outcomes. Upon review of the code that established the Solid Waste Advisory Committee, staff found it needed to be updated to align with your Board's commitment to structuring the County organization to model services, practices and engagement approaches that equitably meet the needs of all community members, as reflected in the Equity Resolution. Revising the code will also allow for adjustments to the formation of the Committee and bylaws that align with the direction to foster, support and strengthen equity and inclusion in the County's programs, practices and policies.

Over the summer, several listening sessions were held with stakeholder groups including the current Committee, the Civic Leaders program, Master Recycler volunteers, Environmental Promoters, and Washington County Haulers Association. Staff also evaluated approaches for incorporating equity considerations into advisory committees taken by other committees and agencies, including the Public Health Advisory Committee and Metro's Regional Waste Advisory Committee.

In accordance with your Board's Equity Resolution, and as a result of the listening sessions, research, and interviews with regional partners, staff is proposing adjustments to the Committee's name, membership representation, membership terms, purpose, duties and bylaw adoption process. Proposed adjustments are intended to advance equity by providing intentional access and opportunity for community members from historically marginalized groups to engage in the solid waste decision-making process.

The proposed revisions to WCC 8.04, detailed in Exhibit A to Ordinance No. 871, are aligned with a community advisory committee purpose and duties and include:

- Adding language to clarify the purpose of the Committee.
- Changing the name of the Committee to “Garbage and Recycling Advisory Committee.”
- Increasing the number of public member positions from six to nine.
- Reducing the number of solid waste industry member positions from three to one.
- Making the solid waste industry member position non-voting.
- Retaining the Health and Human Services member position as non-voting.
- Reducing the membership term, from five years to four years.
- Adding term limits to provide no more than two successive terms of membership.
- Ensuring that the recruitment and selection process is open to all segments of the community.
- Adding a provision that your Board shall adopt bylaws governing the administration and duties of the Committee.
- Amending the duties of the Committee to remove more technical terminology and align with its purpose.

### Committee Purpose

Ordinance 871 establishes the purpose of the Committee with a community focus. Under this proposal, the Committee’s purpose is to provide the Board with recommendations on solid waste related policy decisions from community members and businesses that participate in the system. This purpose centers the Committee around those that participate in the garbage and recycling collection system managed by the County. This section also includes language that clarifies the intent is to ensure diverse community member representation that will promote more equitable outcomes.

### Committee Name Change

Ordinance 871 renames the Solid Waste Advisory Committee to the “Garbage and Recycling Advisory Committee.” The current use of “Solid Waste” is not easily understood by the community and is difficult to translate into other languages while retaining its intended meaning. Using the name “Garbage and Recycling” is more easily understood and aligns with current publicly accessible terminology.

### Committee Membership

Currently, the Committee is made up of nine members: six voting members representing the public, three voting members representing the garbage and recycling industry and one non-voting Solid Waste & Recycling division member.

Multiple community groups provided feedback that advisory committees with regulated industry representation can create a power imbalance and be intimidating for community members. Staff considered whether reducing the number of industry members and/or changing their role to a non-voting member would produce more equitable outcomes and more robust community member participation. In its review, staff considered the following:

- Industry members often have a commercial interest in the outcome of decisions.
- Community members expressed intimidation with the industry knowledge base leading to decreased participation.

- Industry has other opportunities to participate throughout the process of policy development.
- Industry expertise may be less accessible for Committee decision-making with reduced industry representation.
- Adding community member positions allows for more representation of historically marginalized and underrepresented groups.
- Community members require ongoing training and education opportunities to make informed recommendations.

Staff determined that there is a need to restructure the Committee membership to achieve a higher likelihood that the Committee would produce more equitable outcomes by focusing on system benefits and services, and environmental and human health benefits. It is important that the Committee membership advance equity by improving access and opportunity to influence decisions to all community members. Currently, industry has access to, and knowledge of the process needed to influence decision making. Reducing the number of industry member positions and increasing the number of public member positions will improve deliberations between those that have power and those that do not. Additionally, reducing the membership term and limiting membership to a maximum of two consecutive terms will give more opportunity for increased participation on the Committee.

### Other Changes

Ordinance 871 also adds provisions directing that the recruitment and selection process for the Committee be open to all segments of the community and ensures a broad representation and diversity of membership. Further, a new provision directs the Department of Health and Human Services and the Committee to develop bylaws governing the duties of the Committee. The Board will then review, revise if needed, and adopt the Committee bylaws.

### Current Committee Review

Upon consideration of the proposal, the current Solid Waste Advisory Committee was unable to agree on proposed changes to the Committee membership configuration. The Committee was supportive of changing the name of the committee to Garbage and Recycling Advisory Committee, ensuring recruitment is open to all segments of the community, adding a provision that the Board adopt the bylaws, and including terms and term limits.

### Staff recommendation

Staff recommends that the Washington County Board of Commissioners adopt the proposed code changes to Washington County Code Chapter 8.04, pertaining to the Solid Waste Advisory Committee, as outlined in this staff report and Exhibit A to Ordinance No. 871.





## AGENDA

### WASHINGTON COUNTY BOARD OF COMMISSIONERS

Agenda Category: Public Hearing – Health and Human Services

Agenda Title: CONDUCT SECOND READING, FIRST PUBLIC HEARING OF PROPOSED ORDINANCE NO. 872 – AN ORDINANCE AMENDING WASHINGTON COUNTY CODE CHAPTER 8.08 SOLID WASTE DISPOSAL SITES, RELATING TO THE SOLID WASTE ADVISORY COMMITTEE

Presented by: Marni Kuyl, Director of Health and Human Services

#### **SUMMARY:**

The Solid Waste Advisory Committee, established in Washington County Code (WCC) 8.04, also serves to advise your Board on standards related to solid waste disposal. On May 26, 2020, your Board authorized the development of an ordinance to revise provisions set forth in WCC 8.08 - Solid Waste Disposal Sites related to the Committee. Proposed revisions, coupled with the proposed revisions to WCC 8.04 contained in Ordinance 871, are intended to advance equity by providing intentional access and opportunity for community members from historically marginalized groups to engage in the solid waste decision-making process.

To align with the vision of your Board's Equity Resolution (R&O 20-30) and as a result of the listening sessions, research, and interviews with regional partners, the following adjustments to WCC 8.08 are proposed, as detailed in Exhibit A to Ordinance 872:

- Add language to clarify the purpose of the Committee.
- Change the name of the Committee to "Garbage and Recycling Advisory Committee."
- Amend the duties of the Committee to remove more technical terminology and align with its purpose.
- Delete references to past practices.
- Note that many Committee details reside in WCC Chapter 8.04.060.

(continued)

#### Attachments:

Staff Report – Ordinance 872

Ordinance 872

[Exhibit A – Revisions to WCC 8.08 \(hyperlinked here\)](#)

#### **DEPARTMENT'S REQUESTED ACTION:**

Conduct the second reading and first public hearing of proposed Ordinance No. 872 and adopt the ordinance.

#### **COUNTY ADMINISTRATOR'S RECOMMENDATION:**

I concur with the requested action.

Agenda Item No.	<b>4.b.</b>
Date:	02/16/21

**CONDUCT SECOND READING, FIRST PUBLIC HEARING OF PROPOSED ORDINANCE NO. 872 – AN ORDINANCE AMENDING WASHINGTON COUNTY CODE CHAPTER 8.08 SOLID WASTE DISPOSAL SITES, RELATING TO THE SOLID WASTE ADVISORY COMMITTEE  
BOC 02/16/21**

**ADDITIONAL INFORMATION:**

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**Community Feedback (Known Support/Opposition):**

Between the months of May and August 2020, several listening sessions were held with stakeholder groups including the current Committee, the Civic Leaders program, Master Recycler volunteers, Environmental Promoters, and the Washington County Haulers' Association. Input from the listening sessions was used to advise the proposal.

Upon consideration of the proposal, the current Solid Waste Advisory Committee was supportive of proposed changes in WCC 8.08.

The Washington County Haulers' Association has expressed interest in continuing to engage with and be represented on the Solid Waste Advisory Committee; however, they have yet to provide further comment.

**Legal History/Prior Board Action:**

May 12, 2020 - Staff provided your Board an overview of the project to incorporate an equity lens in the structure of the Committee.

May 26, 2020 - Your Board approved MO 20-127, authorizing County Counsel to develop an ordinance revising provisions of WCC 8.08 related to the Committee.

November 17, 2020 - Staff presented proposed code amendments and received guidance to refine the proposal and return to another work session.

January 5, 2021 - Staff returned to your Board's work session and outlined additional adjustments to the proposed amendments. Staff was directed to file Ordinance No. 872.

January 26, 2021 - Your Board Approved MO 21-30, conducting an introduction and first reading, by title only, of proposed Ordinance No. 872 and continuing it to February 16, 2021 for a second reading and first public hearing.

**Budget Impacts:** N/A

1 BEFORE THE BOARD OF COUNTY COMMISSIONERS  
2 FOR WASHINGTON COUNTY, OREGON

3 ORDINANCE 872

An Ordinance amending Washington  
County Code Chapter 8.08 Solid  
Waste Disposal Sites, relating to the  
Solid Waste and Recycling Advisory  
Committee.

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8 The Board of County Commissioners of Washington County, Oregon, ordains as  
9 follows:

10 SECTION 1

11 A. The Board of County Commissioners (Board) finds that Chapter 8.08 of the  
12 Washington County Code, relating to solid waste disposal sites, is in need of an update to  
13 remove, and to replace outdated and unnecessary language as it pertains to the Solid  
14 Waste Advisory Committee (Committee).

15 B. The Board further finds that there is a need to align the Committee and its  
16 purpose and duties in order to facilitate equitable representation on the Committee.

17 C. The Board finds that the Solid Waste Advisory Committee reviewed,  
18 however did not make a recommendation on the changes to Chapter 8.08 as set forth in  
19 Exhibit A.

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1     SECTION 2

2             The Board finds and takes public notice that it is in receipt of all information  
3 necessary to consider this Ordinance in an adequate manner, and that this Ordinance  
4 complies with the requirements set forth in the Washington County Charter and the  
5 Washington County Code.

6     SECTION 3

7             The attached Exhibit A (twenty-seven pages) is hereby adopted and incorporated  
8 herein as amendments to Chapter 8.08 of the Washington County Code. New material is  
9 underlined; deleted material is strikethrough.

10    SECTION 4

11            A.     Nothing herein is intended, nor shall it be construed, as amending,  
12 replacing or otherwise being in conflict with any other ordinances of Washington County  
13 unless expressly so stated.

14            B.     If any section, clause, phrase, or word of this Ordinance, including the  
15 exhibit, shall for any reason be held invalid, unconstitutional, or unenforceable by a body  
16 of competent jurisdiction, the remainder of this Ordinance or its application and all  
17 portions not so stricken shall not be affected thereby and shall remain in full force and  
18 effect.

19    SECTION 5

20            The Office of County Counsel is authorized to codify this Ordinance and to make  
21 any technical changes, not affecting its substance, as are reasonably necessary to  
22 accomplish codification.

1 SECTION 6

2 This Ordinance shall take effect thirty (30) days after adoption.

3 ENACTED this \_\_\_\_ day of \_\_\_\_\_, 2021, being the \_\_\_\_ reading  
4 and \_\_\_\_\_ public hearing before the Board of County Commissioners of Washington  
5 County, Oregon.

6 BOARD OF COUNTY COMMISSIONERS  
7 FOR WASHINGTON COUNTY, OREGON

8 \_\_\_\_\_  
9 *CHAIR*

10 \_\_\_\_\_  
11 *RECORDING SECRETARY*

12 READING

13 PUBLIC HEARING

14 First \_\_\_\_\_  
15 Second \_\_\_\_\_  
16 Third \_\_\_\_\_  
17 Fourth \_\_\_\_\_  
18 Fifth \_\_\_\_\_  
19 Sixth \_\_\_\_\_

20 First \_\_\_\_\_  
21 Second \_\_\_\_\_  
22 Third \_\_\_\_\_  
Fourth \_\_\_\_\_  
Fifth \_\_\_\_\_  
Sixth \_\_\_\_\_

VOTE: Aye: \_\_\_\_\_  
Recording Secretary: \_\_\_\_\_

Nay: \_\_\_\_\_  
Date: \_\_\_\_\_



**DATE:** February 16, 2021  
**TO:** Washington County Board of Commissioners  
**FROM:** Thomas Egleston, Manager Solid Waste & Recycling  
**RE:** Ordinance No. 872 – An Ordinance amending Washington County Code Chapter 8.08 Solid Waste Disposal Sites, relating to the Solid Waste Advisory Committee

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## **Background and summary**

As part of a countywide effort to incorporate equity considerations into boards and commissions, staff is proposing revisions to Washington County Code (WCC) Chapter 8.08 that pertain to the Solid Waste Advisory Committee (SWAC or Committee).

At the May 26, 2020 meeting, your Board authorized County Counsel, in consultation with HHS, to file an ordinance revising WCC 8.08.130 Advisory Committee provisions. Proposed changes to the Code more closely align the Committee with the principles outlined in the Board's Resolution and Order #20-30 (Equity Resolution).

## **Discussion**

Your Board, through the Community Engagement office, has requested that boards and commissions be evaluated to ensure they facilitate equitable outcomes. Upon review of the code that established the Solid Waste Advisory Committee, staff found it needed to be updated to align with your Board's commitment to structuring the County organization to model services, practices and engagement approaches that equitably meet the needs of all community members, as reflected in the Equity Resolution. Revising the code will also allow for adjustments to the formation of the Committee and bylaws that align with the direction to foster, support and strengthen equity and inclusion in the County's programs, practices and policies.

WCC Chapter 8.08.130 authorizes the creation of an advisory committee to review and advise on the provision of adequate disposal sites and facilities. The Solid Waste Advisory Committee, established in WCC Chapter 8.04.060, reviews and advises on solid waste disposal issues. As such, the Committee formation, membership, duties and other details can be found in WCC Chapter 8.04.060.

The proposed revisions to WCC 8.08, detailed in Exhibit A to Ordinance No. 872, are aligned with a community advisory committee purpose and duties and include:

- Adding language to clarify the purpose of the Committee.
- Changing the name of the Committee to "Garbage and Recycling Advisory Committee."
- Amending the duties of the Committee to remove more technical terminology and align with its purpose.
- Deleting references to past practices.
- Noting that many Committee details reside in WCC Chapter 8.04.060.

## **Staff recommendation**

Staff recommends that the Washington County Board of Commissioners adopt the proposed code changes to Washington County Code Chapter 8.08, pertaining to the Solid Waste Advisory Committee, as outlined in this staff report and Exhibit A to Ordinance No. 872.



## AGENDA

### WASHINGTON COUNTY BOARD OF COMMISSIONERS

Agenda Category: Action – Land Use & Transportation (All CPOs)

Agenda Title: APPROVE WASHINGTON COUNTY TRANSIT DEVELOPMENT PLAN

Presented by: Stephen Roberts, Director of Land Use & Transportation

#### SUMMARY:

With the 2017 adoption of House Bill 2017, the state legislature established the Statewide Transportation Improvement Fund (STIF) for public transportation and designated Washington County as a public transportation provider. The Washington County Transit Development Plan identifies and prioritizes public transportation investments for areas outside of the TriMet and SMART transit districts and for last-mile connections to services within these districts for STIF funding.

Public transportation providers must follow requirements defined in Oregon Administrative Rules [OAR 732-042-0015 (3)(d)] to be eligible for the STIF. Specifically, the administrative rules require projects proposed for funding to be identified in Local Plan(s) adopted by the board, council or governing body. Our Transit Development Plan serves as the local plan that satisfies this requirement and helps the County comply with the Transportation Planning Rule (OAR 660, Division 12).

Consistent with priorities established in the STIF legislation, the Transit Development Plan prioritizes investments that improve service to low-income communities, reduce service fragmentation between transit providers and serve students. Based on public input and needs analysis, the Transit Development Plan prioritizes investments for STIF funding in the next biennium, FY 2021-22 and FY 2022-23, and potential investments for the longer-term. The Transit Development Plan will be updated every two years to prioritize projects for funding for the biennial allocation of STIF revenues from the Oregon Transportation Commission.

(continued)

Attachments: Resolution and Order  
[Transit Development Plan \(hyperlinked here\)](#)  
[Presentation Slides \(hyperlinked here\)](#)

#### DEPARTMENT'S REQUESTED ACTION:

Approve the Resolution and Order approving the Washington County Transit Development Plan.

#### COUNTY ADMINISTRATOR'S RECOMMENDATION:

I concur with the requested action.

Agenda Item No.	<u>5.a.</u>
Date:	02/16/21

**APPROVE WASHINGTON COUNTY TRANSIT DEVELOPMENT PLAN**  
**BOC 02/16/21**

**ADDITIONAL INFORMATION:**

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**Community Feedback (Known Support/Opposition):**

There is no known opposition. The Board-appointed Washington County Transit Committee met five times to provide input on community needs for transit, assisted with soliciting public input and recommended project priorities included in the Transit Development Plan. Public input through an online open house, rider surveys and other community surveys indicated a need for more service frequency and expanded service areas, increased marketing and awareness of existing services, improved access to MAX light rail, more frequent bus service and connections to transit services in adjacent counties, enhanced bus stops, improved access to transit stops and faster response time for door-to-door services. These needs are reflected in priorities in the Transit Development Plan.

**Legal History/Prior Board Action:**

In Minute Order #18-345, your Board approved the selection of Ride Connection as the County's Public Transportation Provider for transit service funded by STIF in the rural area and for regional coordination service for first/last mile connections in the urban area. In Minute Order #19-193 Washington County approved the Intergovernmental Agreement with TriMet to deliver community connector and other services with STIF funds and amended the agreement with Ride Connection to provide these services for FY2018-19 through FY2020-21.

The Board reviewed the FY 2021-22 and FY 2022-23 transit priorities recommended by the Washington County Transit Committee for inclusion in the Transit Development Plan at a work session on Nov. 17, 2020. The Board expressed support to forward those priorities to TriMet for inclusion in the three-county Public Transportation Plan, which will be submitted to the Oregon Transportation Commission for STIF funding approval.

**Budget Impacts:**

The Transit Development Plan prioritizes investments for approximately \$3.8 million in STIF funds for Washington County for FY 2021-22 and FY 2022-23, subject to Oregon Transportation Commission approval of the funding.



1 IN THE BOARD OF COMMISSIONERS

2 FOR WASHINGTON COUNTY, OREGON

3	In the Matter of the Board of	)	RESOLUTION AND ORDER
	Commissioners' Approval of	)	
4	Washington County's Transit	)	
	Development Plan	)	
5		)	No. _____

6  
7 This matter having come before the Washington County Board of Commissioners at its  
8 meeting of February 16, 2021; and

9 It appearing to the Board that the Oregon state legislature created the Statewide  
10 Transportation Improvement Fund (STIF) as part of House Bill 2017 (HB 2017), known as the Keep  
11 Oregon Moving Act; and

12 It appearing to the Board that the legislation designated Washington County as a public  
13 transportation provider eligible to receive a portion of the STIF fund commensurate with the tax  
14 revenue generated in the area outside TriMet and South Metro Area Regional Transit (SMART)  
15 service districts and allocated by TriMet in its role as Qualified Entity for the three-county area for  
16 regional coordination services within the TriMet district; and

17 It appearing to the Board that the Washington County Transit Development Plan (TDP)  
18 identifies and prioritizes public transportation investments for areas outside of the TriMet and  
19 SMART transit districts and for last mile connections to services within these districts; and

20 It appearing to the Board that the Transit Development Plan reflects the input from the  
21 Washington County Transit committee appointed by the Board to develop recommendations on  
22 transit priorities and reflects input through multiple public outreach processes; and

23 ///

24 ///

1 It appearing to the Board that the TDP meets the requirements in Oregon Revised Statutes  
2 and Administrative Rules and Washington County's Comprehensive Plan for public transportation  
3 investments; it is therefore,

4 Resolved and Ordered that the attached Transit Development Plan in "Exhibit A" is hereby  
5 approved.

6 DATED this 16th day of February 2021.

7 BOARD OF COMMISSIONERS  
8 FOR WASHINGTON COUNTY, OREGON

9 APPROVED AS TO FORM:

10 \_\_\_\_\_  
*CHAIR KATHRYN HARRINGTON*

11 \_\_\_\_\_  
12 Sr. Assistant County Counsel  
13 For Washington County, Oregon  
Date: \_\_\_\_\_

14 \_\_\_\_\_  
*RECORDING SECRETARY*

# AGENDA

## CLEAN WATER SERVICES BOARD OF DIRECTORS

**Agenda Category:** Consent

**Agenda Title:** AWARD CONTRACT TO CONSTRUCT DURHAM LIME SYSTEM MODIFICATIONS PROJECT NO. 6980 TO STELLAR J. CORPORATION

**Presented by:** Nate Cullen, Chief Operating Officer (dg)

### SUMMARY

The lime system at the Durham Water Resource Recovery Facility was installed in 1991 and is reaching the end of its useful life. The lime system is the only mechanism the plant has for controlling alkalinity in the aeration basins and is critical for controlling biological nutrient removal. The existing lime system requires high maintenance, is subject to frequent clogging, and can only dose all aeration basins at the same time. Controlling the lime feed is inefficient, especially during winter nitrification. The District needs a lime system than can dose basins individually to meet winter ammonia permit requirements.

The Durham Lime System Modifications Project No. 6980 (Project) is designed to upgrade the lime feed system located in the Durham Chemical Building to improve process performance and expand capacity for the Train 5 aeration basin. Work includes replacing two of three low density hydrated lime slakers with high density lime slurry continuous production systems; installing a new metering pump system for precise dosing of lime at each aeration basin; and improving offloading, storage and control systems.

Clean Water Services (District) advertised for bids on December 4, 2020. The engineer's estimate for the Project is \$2,250,000. District received and opened nine bids on January 21, 2021, one of which was deemed non-responsive. The bids range from \$1,671,128 to \$2,080,092. The three lowest bids are:

- |                           |             |
|---------------------------|-------------|
| 1. Stellar J. Corporation | \$1,671,128 |
| 2. R. L. Reimers Co.      | \$1,769,775 |
| 3. DSL Builders, LLC      | \$1,785,400 |

The lowest bidder disclosed one subcontractor:

1. Five Star Electric Inc.

(continued)

### REQUESTED ACTION

Award the contract to construct the Durham Lime System Modifications Project No. 6980 to Stellar J. Corporation, the lowest responsible bidder, in an amount not to exceed \$1,671,128.

Agenda Item No.	<u>2.a.</u>
Date:	02/16/21

**AWARD CONTRACT TO CONSTRUCT THE DURHAM LIME SYSTEM MODIFICATIONS PROJECT NO. 6980 TO STELLAR J. CORPORATION.  
02/16/21**

**ADDITIONAL INFORMATION**

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**Community Feedback:** None

**Legal History/Prior Board Action:** On June 25, 2019, District's Board of Directors approved Task Order No. 3 to Master Contract for Wastewater Treatment Engineering Services to Black & Veatch Corporation for Detailed Design Services by Minute Order 19-62. The master contract has a term of three years with the option to renew for two additional one-year terms.

**Budget Impact:** This is a multiyear budgeted Project. The Project has \$2,000,000 budgeted in Fiscal Year 2020-21. Additional funds will be proposed as part of the FY 2021-22 Capital Improvement Plan budget.

Budget account: 112.000.0000.52240

**Agenda Category:** Consent

**Agenda Title:** **APPROVE AMENDMENTS TO THE FISCAL YEAR 2020-21 POSITION ALLOCATION REPORT AND PAY PLAN FOR NONREPRESENTED EMPLOYEES TO ADD ONE POSITION IN UTILITY OPERATIONS AND SERVICES**

**Presented by:** Holly Dober, Human Resources and Risk Management Director

**SUMMARY**

The Board of Directors (Board) of Clean Water Services (District) adopted the District’s Fiscal Year (FY) 2020-21 budget on June 23, 2020, by Resolution and Order 20-15. As required within the District’s Employment Policies and Guidelines, Chapter 3, “Adoption of Pay Plan,” the District’s Human Resources staff has completed a classification and compensation review that would result in a change to the District’s FY 2020-21 Nonrepresented Employees Pay Plan (Pay Plan) attached as Exhibit A.

The District is implementing executive management changes to innovate the District’s vision and implement strategies that deliver value to the region, develop organizational resiliency and align the District’s people, resources and programs to act strategically to meet future opportunities and challenges. To advance these strategies, the District’s Chief Executive Officer and Human Resources and Risk Management Director recommend the Board add the position of Chief Utility Relations Officer.

The Chief Utility Relations Officer will be responsible for the District’s overall goals as they relate to wholesale governmental relationships and agreement administration, regional community and economic development planning and services, systems planning and integrated planning. This will enable the District to unify the Performance Excellence and Goal Sharing programs related to utility relations to optimize operational and capital programs as well as ensure regulatory compliance and continued investments in the watershed and community.

**Attachments:** Resolution and Order  
Exhibit A – Nonrepresented Employees Salary Schedule Fiscal Year 2020-21  
Exhibit B – Job Description

**REQUESTED ACTION**

Approve amendment to Clean Water Services’ Fiscal Year 2020-21 Position Allocation Report and Pay Plan for nonrepresented employees to add one position in Utility Operations and Services.

Agenda Item No.	<u>2.b.</u>
Date:	<u>02/16/21</u>

**APPROVE AMENDMENT TO THE FISCAL YEAR 2020-21 POSITION ALLOCATION REPORT AND  
PAY PLAN FOR NONREPRESENTED EMPLOYEES TO ADD ONE POSITION  
02/16/21**

**ADDITIONAL INFORMATION**

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**Community Feedback:** No known community feedback

**Legal History/Prior Board Action:** The Board approved the District's Pay Plan for Nonrepresented and Represented Employees for FY 2020-21 on July 21, 2020, by Resolution and Order 20-18. The Board adopted the District's FY 2020-21 budget on June 23, 2020, by Resolution and Order 20-15.

**Budget Impact:**

The new Chief Utility Relations Officer position will not result in an increase to the overall fiscal impact in Utility Operations and Services – Administration. The Utility Operations Services Managing Director is retiring on March 31, 2021, and that position will not be refilled.

Budget account: 101.061.8201.51100

1 **BEFORE THE BOARD OF DIRECTORS OF CLEAN WATER SERVICES**

In the Matter of Amending the Fiscal Year ) RESOLUTION AND ORDER  
2020-21 Position Allocation Report to Add One ) NO.  
Position and Amending the Pay Plan for ) \_\_\_\_\_  
Nonrepresented Employees. )  
)  
)

2 The above-entitled matter came before the Board of Directors for Clean Water Services  
3 (Board) at its regular meeting of February 16, 2021; and

4 It appearing to the Board that Ordinance No. 37A Engrossed provides a method for  
5 adopting rules and regulations to administer the District’s personnel system; and

6 It appearing to the Board that Clean Water Services (District) maintains a Position  
7 Allocation Report that specifies the number of employees, which is monitored by the Human  
8 Resources program to track budgeted positions, and the employment policy, Chapter 3, “Adoption  
9 of Pay Plan,” requires the Board to adopt a Pay Plan for the District by Resolution and Order; and it  
10 appearing to the Board that the Nonrepresented Employees Pay Plan for Fiscal Year 2020-21,  
11 attached as Exhibit A, establishes the positions and salaries of the District’s employees; and

12 It appearing to the Board that the District proposes creating one regular full-time position  
13 as described in attached Exhibit B; and

14 RESOLVED AND ORDERED that the Fiscal Year 2020-21 Position Allocation Report is  
15 amended to add 1.0 FTE Chief Utility Relations Officer position effective February 16, 2021; and  
16 the amended schedule of positions and salaries for District employees, as set forth in Exhibits A  
17 and B is approved; and it is further

18 //  
19 //  
20 //  
21 //  
22 //

1 RESOLVED AND ORDERED that the Chief Executive Officer is directed to take the  
2 appropriate steps necessary to implement this Resolution and Order.

3 DATED this 16th day of February, 2021.

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14

CLEAN WATER SERVICES

By its Board of Directors

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Recording Secretary



**EXHIBIT A**  
**Nonrepresented Employees Salary Schedule**  
**FY 2020-21**

Job	Grade	Minimum	Market Point	Award Point	Performance Based Lump Sum (up to 7% of Award Point)
Chief Operating Officer	16	\$152,189	\$190,236	\$209,260	\$14,648
Chief of Staff Chief Utility Relations Officer	14	\$140,014	\$175,017	\$192,519	\$13,476
General Counsel Regulatory Affairs Director Research and Innovation Director Natural Systems Enhancement and Stewardship Director	13	\$135,956	\$169,944	\$186,939	\$13,086
Chief Financial Officer Enterprise Asset Management Services Manager Government and Public Affairs Director Human Resources and Risk Management Director Regulatory Affairs Services Manager Treatment Plant Services Manager Utility Operations Services Manager Water Resources Recovery Services Manager	12	\$128,853	\$161,067	\$177,173	\$12,402
Business Practice Leader 2 – Digital Solutions Business Practice Leader 2 – Strategy, Performance, and Innovation Business Practice Leader 2 – Utility Financial Strategist Engineering Division Manager Field Operations Division Manager Planning and Development Services Division Manager Plant Superintendent 3 Water Supply Project Manager Watershed Division Manager	11	\$121,751	\$152,189	\$167,408	\$11,719
Building and Facilities Services Manager Business Opportunities Manager Business Practice Leader 1 – Integrated Planning Business Practice Leader 1 – Strategy, Performance, and Innovation Compliance and Permitting Manager Construction Manager Controller Digital Solutions Opportunities Manager Plant Superintendent 2 Principal Engineer Senior Assistant Legal Counsel Senior Water Resources Program Manager	10	\$108,561	\$135,702	\$149,272	\$10,449
Compensation and Benefits Manager Database Administrator Development Services Program Manager Information Technology Enterprise Architect Laboratory Manager Senior Engineer Senior Operations Analyst Software Engineer Strategic Risk Manager Water Resources Program Manager	9	\$96,386	\$120,483	\$132,531	\$9,277

**Nonrepresented Employees Salary Schedule - Continued**  
**FY 2020-21**

Asset Management Systems Analyst					
Budget and Support Services Supervisor					
Building and Facilities Supervisor					
Business Systems Analyst 2					
Communications and Marketing Manager					
Construction Coordinator					
Construction Inspection Supervisor					
Data Management Analyst					
Development Services Supervisor					
Electrical and Instrumentation Supervisor					
Employee Relations Program Manager					
Engineer					
Field Engineer - Automation and Controls	8	\$86,240	\$107,801	\$118,581	\$8,301
Field Engineer - Commissioning and Startup					
Field Engineer - Electrical					
Field Engineer - Inspection					
Information Technology Analyst					
Laboratory Supervisor					
Operations Analyst 2					
Operations Supervisor					
Permit/Mapping Supervisor					
Plant Superintendent 1					
Programmer Analyst					
Reuse Manager					
Senior Plan Reviewer					
Senior Management Analyst					
Water Resources Analyst - GIS					
Water Resources Analyst – RAD / NSES / WRRD					

Control Systems Analyst 2					
Engineering Project Coordinator					
Engineering Project Coordinator-Wastewater					
Environmental Services Supervisor					
Field Construction/Maintenance Supervisor					
GIS Analyst					
Inspection Program Manager					
Laboratory Systems and QA/QC Coordinator	7	\$77,109	\$96,386	\$106,025	\$7,422
Landscape Program Supervisor					
Mechanical Maintenance Supervisor					
Plan Reviewer					
Public Involvement Coordinator					
Senior Financial Analyst					
Senior Human Resources Analyst					
Senior Risk Management Analyst					
Water Resources Project Manager					

Business Systems Analyst 1					
Contracts Coordinator					
Control Systems Analyst 1					
Easement Acquisition Specialist					
Financial Analyst					
GIS Specialist					
Human Resources Analyst					
Landscape Coordinator					
Office Manager	6	\$68,992	\$86,240	\$94,864	\$6,641
Operations Analyst 1					
Payroll Coordinator					
Policy Analyst					
Procurement Coordinator					
Project Manager 1					
Risk and Safety Analyst					
Senior Accountant					
Senior Public Affairs Specialist					

**Nonrepresented Employees Salary Schedule - Continued**  
**FY 2020-21**

Control Systems Specialist					
Graphics Specialist					
Human Resources Specialist					
Operations Coordinator	5	\$60,876	\$76,095	\$83,704	\$5,859
Operations Specialist - Research					
Program Support Specialist					
Public Affairs Specialist					
Technical Editor and Communications Specialist					
Accounting Specialist					
Administrative Assistant	4	\$53,773	\$67,217	\$73,938	\$5,176
Information Technology Technician					
Administrative Associate	3	\$47,686	\$59,607	\$65,568	\$4,590
Intern – University	2	\$39,569	\$49,461	\$54,408	\$3,809
Intern	1	\$27,560	\$34,450	\$37,895	\$2,653

**EXHIBIT B**  
**JOB DESCRIPTIONS**

1. Add 1.0 Chief Utility Relations Officer at the salary range NONREP 14 (\$140,014 - \$192,519).

The Chief Utility Relations Officer oversees the accomplishment of District vision, mission, strategic initiatives, roadmaps and overall goals as they relate to wholesale intergovernmental relationships and agreement administration, large industrial customer agreements, developer agreements, regional community development and economic development planning and services, systems planning, and integrated planning.



## AGENDA

### WASHINGTON COUNTY BOARD OF COMMISSIONERS

**Agenda Category:** Consent – Land Use & Transportation (CPO 8)

**Agenda Title:** SET PUBLIC HEARING TO TRANSFER JURISDICTION OF NW NORTH AVENUE TO THE CITY OF NORTH PLAINS (CR 3317 T/J)

**Presented by:** Stephen Roberts, Director of Land Use & Transportation

#### **SUMMARY:**

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The City of North Plains has, by City Resolution No. 2121, requested the Transfer of Jurisdiction of NW North Avenue from the County to the City of North Plains. NW North Avenue is not a part of Washington County's long-term transportation plan and may be transferred to the City of North Plains. ORS 373.270 requires the County to hold a public hearing on this matter. Therefore, we ask the Board to set the date of March 16, 2021 for the public hearing. ORS 373.270 requires notification of this hearing.

#### **ADDITIONAL INFORMATION:**

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**Community Feedback** (Known Support/Opposition): None known at this time

**Legal History/Prior Board Action:** None

**Budget Impacts:** None

**Attachments:** Exhibit "A" – Road Description  
Exhibit "B" – Map

#### **DEPARTMENT'S REQUESTED ACTION:**

Set March 16, 2021 at 6:30 p.m., in the auditorium of the Washington County Public Services Building, Hillsboro, Oregon, at your regularly scheduled meeting as the time and place for a public hearing on the requested Transfer of Jurisdiction to the City of North Plains (C.R. 3317 T/J). Direct that notification to the public be made by posting pursuant to ORS 373.270.

---

#### **COUNTY ADMINISTRATOR'S RECOMMENDATION:**

I concur with the requested action.

Agenda Item No.	<u>2.c.</u>
Date:	<u>02/16/21</u>

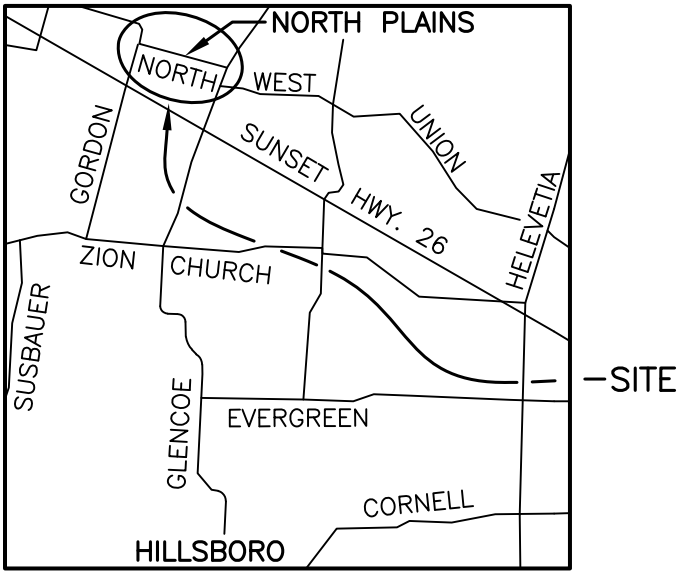
**EXHIBIT "A"**

**NW NORTH AVENUE**

FROM NW GLENCOE ROAD TO NW MOUNTAINDALE ROAD

SEE EXHIBIT "B"

All of County Road A-10 lying westerly of County Road 2495 (NW Glencoe Road) and easterly of County Road 1017 (NW Mountaindale Road). Said road being situated in the North one-half of Section 1, T1N, R3W, W.M.

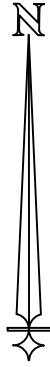


VICINITY MAP

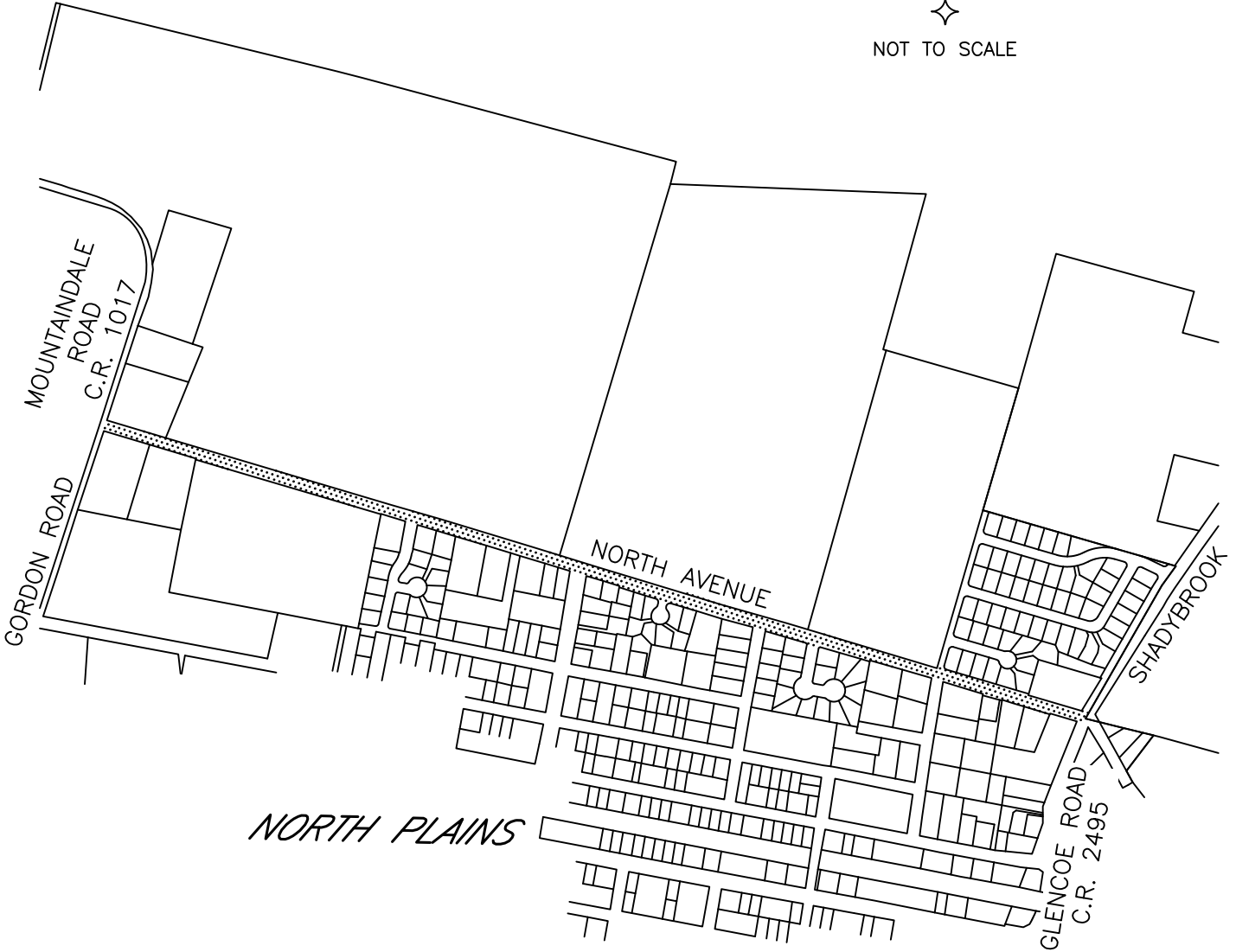
**TRANSFER OF JURISDICTION**

**C.R. 3317 T/J**

EXHIBIT "B"  
NORTH AVENUE



NOT TO SCALE









## AGENDA

### WASHINGTON COUNTY BOARD OF COMMISSIONERS

Agenda Category: Consent – Land Use & Transportation (CPO 8)

Agenda Title: APPROVE DECLARATION OF NECESSITY AND PROTECTIVE RENT PAYMENTS FOR RIGHT-OF-WAY ACQUISITION FOR THE NW PHILLIPS ROAD BRIDGE (1345) REPLACEMENT PROJECT

Presented by: Stephen Roberts, Director of Land Use & Transportation

#### SUMMARY:

The NW Phillips Road Bridge Replacement project, located east of North Plains and west of NW Dick Road, will replace bridge #1345 on Phillips Road over Holcomb Creek. The existing bridge needs to be replaced due to its deteriorating condition and functionally obsolete width. The project will install a new fish-friendly culvert and will improve the roadway approaches. The new culvert will be wider than the current bridge to accommodate two lanes of vehicular traffic, cyclists and occasional farm equipment.

In order to construct the improvements as designed, additional right-of-way and ancillary easements may be required. Right-of-way acquisition for the project will follow Oregon Department of Transportation (ODOT) guidelines and policies adopted by the Board. There may be opportunities to acquire right-of-way for the project, which may require protective rent payments. Accordingly, the Board is requested to approve protective rent payments for this project as necessary, which has been done on other similar projects.

A Resolution and Order has been prepared for the Board, which would allow the County to acquire the right-of-way and easements by condemnation, if necessary.

Construction of the road project is expected to begin summer 2021 with anticipated completion fall 2021.

(continued)

Attachments: Resolution & Order, including:  
Exhibit "A" – Centerline Description for NW Phillips Road  
Vicinity Map

#### DEPARTMENT'S REQUESTED ACTION:

Approve the attached Resolution and Order authorizing staff to acquire the necessary right-of-way and protective rent payments for the NW Phillips Rd Bridge (1345) replacement project.

#### COUNTY ADMINISTRATOR'S RECOMMENDATION:

I concur with the requested action.

Agenda Item No.	<u>2.d.</u>
Date:	02/16/21

**APPROVE DECLARATION OF NECESSITY AND PROTECTIVE RENT PAYMENTS FOR RIGHT-OF-WAY ACQUISITION FOR THE NW PHILLIPS ROAD BRIDGE (1345) REPLACEMENT PROJECT  
BOC 02/16/21**

**ADDITIONAL INFORMATION:**

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**Community Feedback** (Known Support/Opposition): None known at this time

**Legal History/Prior Board Action:**

Approved contract with David Evans & Associates to provide engineering assistance with environmental and geotechnical design (Minute Order #20-152)

**Budget Impacts:**

The project is funded through the Washington County Road Fund.

Total Project Cost	\$	666,000
Expenditures to date	\$ <	<u>133,696</u> >
Balance available	\$	532,304

1 IN THE BOARD OF COUNTY COMMISSIONERS  
2 FOR WASHINGTON COUNTY, OREGON

3 In the Matter of Declaring the Necessity and )  
4 Purpose for Acquisition of Certain Right-of-Way )  
5 For the NW Phillips Rd Bridge (1345) )  
6 Replacement Project, Directing an Attempt to )  
7 Agree With Owners as to Compensation; )  
8 Authorizing Condemnation Proceedings to )  
9 Acquire the Said Rights-of-Way; and Authorizing )  
10 the Payment of Protective Rent. )

RESOLUTION AND ORDER

No. \_\_\_\_\_

11 The matter having come before the Washington County Board of Commissioners at its  
12 regular meeting of February 16, 2021; and

13 It appearing to the Board that funding has been approved for an improvement project for  
14 the NW Phillips Rd Bridge (1345) Replacement Project, Project No. 100528 ("Project"), which  
15 provides for the construction of the proposed improvements; and

16 It appearing to the Board that the Board of Commissioners has authority under ORS Chapter  
17 35 to acquire right-of-way by purchase or condemnation proceedings; and

18 It appearing to the Board that it is consistent with the powers and purposes of County  
19 government, and necessary for the continued growth, safety and welfare of the community, that  
20 the Project be constructed and that the necessary right-of-way and easements be acquired; and

21 It appearing to the Board that the proposed construction of the Project is planned and  
located in a manner which is most compatible with the greatest public good and causes the least  
private injury; it is therefore

RESOLVED AND ORDERED that it is necessary for the preservation of the public health, safety

1 and welfare of Washington County that the County, in connection with the construction of the  
2 Project, immediately start the acquisition process for the necessary right-of-way and easements for  
3 the Project, through exercise of the power of eminent domain; and it is further

4       RESOLVED AND ORDERED that the right-of-way and easements to be acquired are described  
5 as follows: the centerline is described in the attached Exhibit "A"; the width of right-of-way will be in  
6 accordance with the current Washington County Transportation Plan; ancillary easements including  
7 slope, sidewalk, utility, wetland mitigation, storm water treatment, storm water detention, and  
8 temporary construction purposes; together with such incidental additional right-of-way at  
9 intersections, and due to topography or other project-level refinements and features identified as  
10 necessary for safe and efficient operation, as may be reasonably necessary in order to  
11 accommodate project design; and any uneconomic remnants, as determined by appraisal; and it is  
12 further

13       RESOLVED AND ORDERED that the Department of Land Use & Transportation and the Office  
14 of County Counsel are authorized to retain real estate appraisers and negotiators, said appraisals to  
15 be prepared under the auspices of the Office of County Counsel and submitted to said Office for  
16 initiation of proceedings as described below; and it is further

17       RESOLVED AND ORDERED that the Department of Land Use & Transportation is authorized  
18 to make protective rent payments in conjunction with acquisition of the subject property, when  
19 determined to be feasible and economically advantageous to the Project; and it is further

20       RESOLVED AND ORDERED that the Department of Land Use & Transportation shall in good  
21 faith, attempt to negotiate an agreement as to just compensation with affected property owners,

1 but the Board recognizes that there is a reasonable likelihood that formal litigation will be necessary  
2 for a substantial number of properties and, therefore, hereby authorizes the Office of County  
3 Counsel to file complaints in condemnation and take said other steps as it determines are necessary  
4 for the immediate possession and condemnation of the right-of-way described herein.

5 DATED this 16th day of February 2021.

7 BOARD OF COUNTY COMMISSIONERS  
8 FOR WASHINGTON COUNTY, OREGON

9 \_\_\_\_\_  
10 *CHAIR KATHRYN HARRINGTON*

11 \_\_\_\_\_  
*RECORDING SECRETARY*

12 APPROVED AS TO FORM:

13 CORTNEY D. DUKE-DRIESSEN

14 SR. ASSISTANT COUNTY COUNSEL

15 DATE AND SIGNED: FEBRUARY 16, 2021

16 PAGE 3 - R&O# \_\_\_\_\_

17 DECLARATION OF NECESSITY FOR RIGHT-OF-WAY

## EXHIBIT "A"

**NW PHILLIPS ROAD**  
January 6, 2021

**WASH. CO. PROJECT NO. 100528**  
**ROAD CENTERLINE DESCRIPTION**

### **CENTERLINE DESCRIPTION FOR NW PHILLIPS ROAD (C.R. 175 & 175-1/2)**

A road centerline in the Southwest and Southeast One-Quarters of Section 02, Township 1 North, Range 2 West and in the Northwest and Northeast One-Quarters of Section 11, Township 1 North, Range 2 West of the Willamette Meridian in Washington County, Oregon, being more particularly described as follows:

Commencing at station 48+51.04 being N 89°56'06" E, 2,179.09 feet from a 2 inch brass disk stamped as shown in U.S.B.T. book 6, page 106, entry 33 in a monument box, on the centerline of County Road 175-1/2, being centerline station 26+71.95 A.P.; as shown in Survey number 33,928 Washington County Survey Records;

thence N 89°56'06" E, 500.00 feet to 2 inch brass disk stamped as shown in U.S.B.T. book 6, page 110, entry 34 in a monument box at an angle point on the centerline of County Road 175-1/2, being centerline station 53+51.04 A.P.;

thence N 89°41'14" E, 500.00 feet to, and terminating at a point on the centerline of County Road 175, being station 58+51.04 and also being S 89°41'14" W, 2134.63 feet from a 2 inch brass disk stamped as shown in U.S.B.T. book 5, page 615, entry 187 in a monument box, on the centerline of County Road 175, being centerline station 79+85.67 A.P.; as shown in Survey number 33,928 Washington County Survey Records.

**BASIS OF BEARINGS:**

N 89°56'06" E, between the 2 inch brass disk at station 26+71.95 A.P. and the 2 inch brass disk at station 53+51.04 A.P.; per Survey number 33,928 Washington County Survey Records.

Prepared by  
Washington County Surveyor's Office  
1400 SW Walnut Street, MS 17  
Hillsboro, Oregon 97123

Zachary C. Best  
Zachary Best  
Survey Technician III

1-6-2021  
Date

REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

*Scott Young*  
OREGON  
JANUARY 14, 2003  
SCOTT M. YOUNG  
58586LS

RENEWS: 6/30/2022



WASHINGTON COUNTY

OREGON

Dept. of Land Use & Transportation  
Capital Project Services

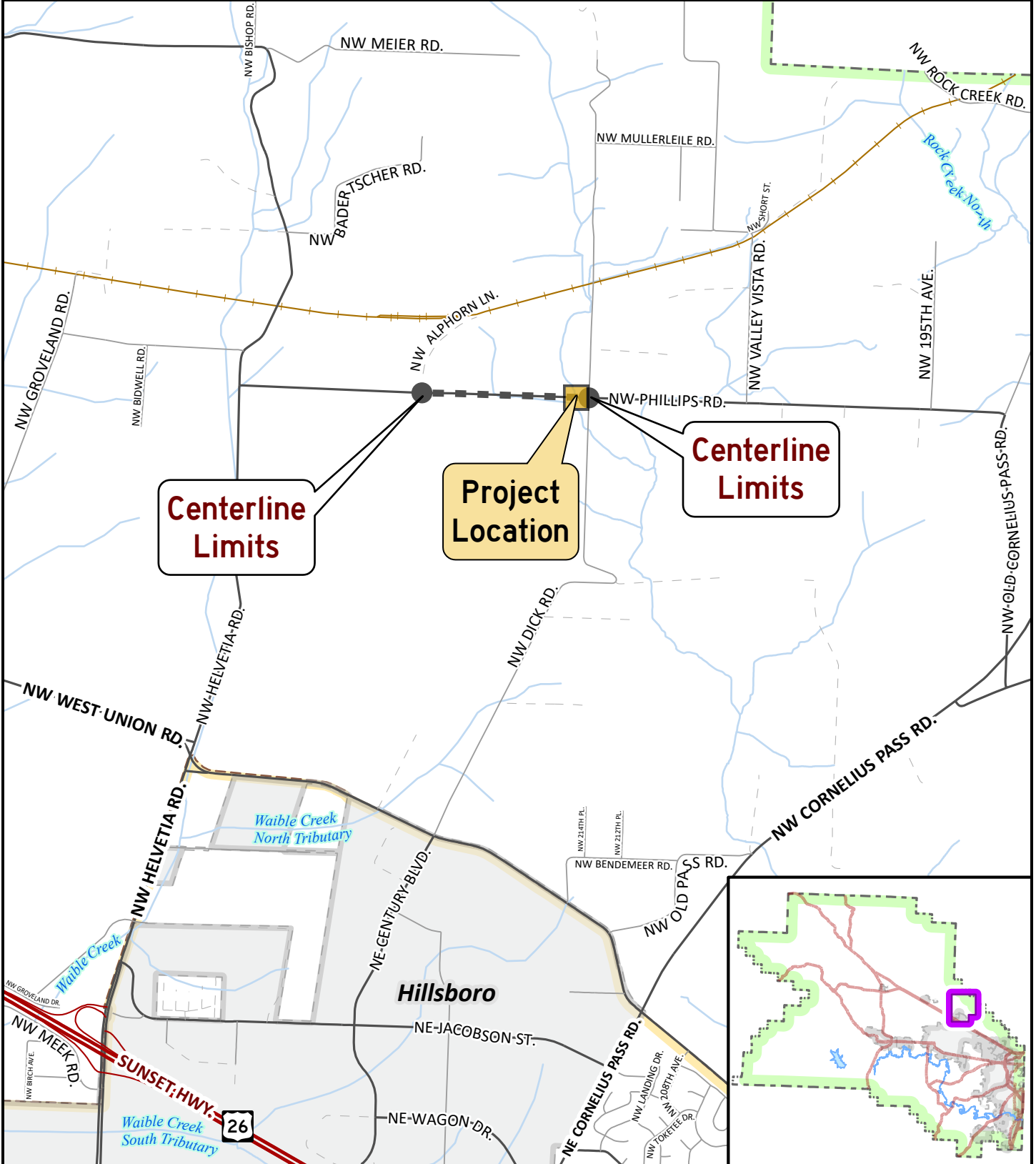
# Vicinity Map

## NW Phillips Rd Bridge (1345) Replacement

Project # 100528



KLF | January 11, 2021  
Not to Scale







## AGENDA

### WASHINGTON COUNTY BOARD OF COMMISSIONERS

Agenda Category: Consent – Land Use & Transportation (CPO 4B and 4M)

Agenda Title: AFFIRM CONCURRENCE WITH PROPOSED INCREASE IN MAXIMUM INDEBTEDNESS OF THE TIGARD CITY CENTER URBAN RENEWAL PLAN

Presented by: Stephen Roberts, Director of Land Use & Transportation

#### SUMMARY:

On Jan. 26, 2021, the Board approved Resolution and Order 21-13 to document Washington County's concurrence with a substantial amendment to the Tigard City Center Urban Renewal Plan to increase the maximum indebtedness within the existing urban renewal area boundaries.

Pending adoption of the urban renewal amendment by the Tigard City Council, the proposal will be referred to Tigard voters in the May 2021 election.

Following Board approval of Resolution and Order 21-13 on Jan. 26, County staff were notified of an error in the agenda cover sheet for the Resolution and Order. The net fiscal impact to Washington County was incorrectly stated as \$6,011,075. *The correct net fiscal impact estimate for the County is \$9,782,967.*

The purpose of this agenda item is for the Board to affirm its Jan. 26 support for the proposed increase in maximum indebtedness of the Tigard City Center Urban Renewal Plan, in light of the corrected net fiscal impact to Washington County of \$9,782,967. The attached copy of the adopted Resolution and Order is accurate and remains unchanged.

(continued)

Attachments: Copy of Jan. 26, 2021 Board agenda item approving a Resolution and Order concurring with proposed modifications to the Tigard City Center Urban Renewal Plan

#### DEPARTMENT'S REQUESTED ACTION:

Affirm concurrence with increase in maximum indebtedness of the Tigard City Center Urban Renewal Plan per Resolution and Order 21-13, as approved by the Board on Jan. 26, 2021.

#### COUNTY ADMINISTRATOR'S RECOMMENDATION:

I concur with the requested action.

Agenda Item No.	<u>2.e.</u>
Date:	02/16/249

**AFFIRM CONCURRENCE WITH PROPOSED INCREASE IN MAXIMUM INDEBTEDNESS OF THE  
TIGARD CITY CENTER URBAN RENEWAL PLAN  
BOC 02/16/2021**

**ADDITIONAL INFORMATION:**

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**Community Feedback (Known Support/Opposition):**

Refer to attached Jan. 26, 2021 Board agenda cover sheet.

**Legal History/Prior Board Action:**

On Jan. 26, 2021, the Board approved Resolution and Order 21-13 concurring with the City's proposed amendment to increase in maximum indebtedness of the Tigard City Center Urban Renewal Plan. Refer to attached materials.

**Budget Impacts:**

The fiscal impact to the County from the original maximum indebtedness between FY 2007-08 and FY 2018-19 is \$767,869.

The proposed urban renewal plan amendment does not decrease existing Washington County revenue. It extends division of tax revenues for 13 years but also starts revenue sharing in Fiscal Year 2035-36. Revenue sharing between FY2035-36 and FY 2048-49 is expected to return \$3,772,892 to the County

The estimated fiscal impacts to the County with the original and amended maximum indebtedness (MI) are summarized below:

Impact of MI from FY 2019-20 through FY 2035-36:	(\$4,160,505)
Impact of MI from FY 2035-36 through FY 2048-49:	(\$5,622,462)
<b>Total Impact:</b>	<b>(\$9,782,967)</b>



## AGENDA

### WASHINGTON COUNTY BOARD OF COMMISSIONERS

**Agenda Category:** Action – Land Use & Transportation (CPO 4B and 4M)

**Agenda Title:** **APPROVE RESOLUTION AND ORDER CONCURRING WITH INCREASE IN MAXIMUM INDEBTEDNESS OF THE TIGARD CITY CENTER URBAN RENEWAL PLAN**

**Presented by:** Stephen Roberts, Director of Land Use & Transportation

#### SUMMARY:

The City of Tigard (City) adopted the City Center Urban Renewal Plan, or Tax Increment Financing Plan, in 2005. Over the past fifteen years, community and City leaders have pursued a dedicated course of incremental improvements through public and private development in downtown Tigard. Major completed and on-going investments in streets, parks and trails have improved the public realm, while major public/private development projects have brought hundreds of new residents to the downtown and improved the business district.

While success is evident to date, the City finds that the original \$22 million in maximum indebtedness in the Urban Renewal Plan is not sufficient to complete the projects in the plan, or to allow the addition of newly identified projects. To explore this issue, the City completed the City Center Futures Project in 2020. As part of that project, three alternatives were considered for modifying the City Center Urban Renewal Plan. The recommended option was to pursue a substantial amendment to the City Center Urban Renewal Plan to increase the maximum indebtedness within the existing urban renewal area boundaries.

(continued)

**Attachments:** Resolution and Order, including:  
Attachment A: City of Tigard letter and supporting exhibits describing the proposed modification to the Tigard City Center Urban Renewal Plan

#### **DEPARTMENT'S REQUESTED ACTION:**

Approve Resolution concurring with increase in maximum indebtedness of the Tigard City Center Urban Renewal Plan.

#### **COUNTY ADMINISTRATOR'S RECOMMENDATION:**

I concur with the requested action.

RO 21-13

Agenda Item No.	<u>6.e.</u>
Date:	01/26/2021

**APPROVE RESOLUTION AND ORDER CONCURRING WITH INCREASE IN MAXIMUM INDEBTEDNESS OF THE TIGARD CITY CENTER URBAN RENEWAL PLAN  
BOC 01/26/21**

Maximum indebtedness is the total amount of funds that may be spent on programs, projects and administration over the life of an urban renewal area. Maximum indebtedness does not include interest paid on debt. The original and current maximum indebtedness for the Tigard URA is \$22 million. The City proposes to increase the maximum indebtedness by \$20.8 million, bringing the total to \$42.8 million.

The projects to be undertaken with the increased maximum indebtedness are:

- Construction of new streets to provide connectivity
- Tigard Heritage Trail continuation
- Fanno Creek Trail improvements
- Universal Plaza
- Parking facility
- Affordable housing and mixed-use development assistance
- Pedestrian safety and streetscape improvements
- Property acquisition

The proposed City Center Urban Renewal Plan amendment would also extend the last day to issue debt from the 20th to the 29th anniversary of the plan. Tax increment revenues after the 29th anniversary (Fiscal Year 2034-35) will be spent solely on retiring debt. Revenue sharing is part of the 2009 legislative changes to urban renewal and comes into effect when a substantial amendment to increase maximum indebtedness is approved. Revenue sharing targets are projected to be reached in Fiscal Year 2035-36.

This level of increase in maximum indebtedness cannot be approved by the City alone. In accordance with ORS 457.220 and ORS 457.470; this amendment to the City Center Urban Renewal Plan requires concurrence through adoption of a resolution by the governing bodies of taxing districts imposing 75 percent of the amount of taxes imposed under permanent rate limits in the urban renewal area. In addition to Washington County, Tigard-Tualatin School District, Tualatin Valley Fire & Rescue and the City of Tigard are being asked to adopt concurrence resolutions.

The Tigard City Council is scheduled to consider adoption of this amendment by Feb. 9, 2021. The taxing districts are being asked to adopt concurrence resolutions prior to that date. If the ordinance is adopted by the City Council, the proposal will be referred to Tigard voters in the May 2021 election.

(continued)

**APPROVE RESOLUTION AND ORDER CONCURRING WITH INCREASE IN MAXIMUM INDEBTEDNESS OF THE TIGARD CITY CENTER URBAN RENEWAL PLAN  
BOC 01/26/21**

**ADDITIONAL INFORMATION:**

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**Community Feedback (Known Support/Opposition):**

- The Tigard Town Center Advisory Commission recommended approval of the substantial amendment to the Town Center Development Agency Board on Dec. 9, 2020 and the Board forwarded it for public review on Dec. 15, 2020.
- The Tigard Planning Commission reviewed the amendment and recommended approval of the amendment to the Tigard City Council on Jan. 4, 2021.
- The proposed amendment will move forward for a public vote pending recommendation from the Tigard City Council on Feb. 9, 2021.

**Legal History/Prior Board Action:**

The Board was briefed by the City of Tigard on the City Center Urban Renewal Plan in 2017. The initial approval of the Tigard City Center Urban Renewal Plan and previous amendments have not required Board concurrence.

**Budget Impacts:**

The fiscal impact to the County from the original maximum indebtedness between FY 2007-08 and FY 2018-19 is \$767,869.

The proposed urban renewal plan amendment does not decrease the existing Washington County revenue. It extends division of tax revenues for 13 years but also starts revenue sharing in Fiscal Year 2035-36.

The estimated fiscal impacts to the County with the original and amended maximum indebtedness (MI) are summarized below:

Impact of MI from FY 2019-20 through FY 2035-36:	(\$4,160,505)
Impact of MI from FY 2035-36 through FY 2048-49:	(\$5,622,462)
Total Impact:	(\$9,782,967)

Estimated Revenue Sharing: FY 2035-36 through FY 2048-49: \$3,771,892

After accounting for the increase in tax revenues to Washington County due to required revenue sharing starting in Fiscal Year 2035-36, the overall future fiscal impact to the county with the proposed urban renewal plan amendment is estimated at \$6,011,075.

1 IN THE BOARD OF COUNTY COMMISSIONERS

2 FOR WASHINGTON COUNTY, OREGON

3 In the Matter of Concurring with ) RESOLUTION AND ORDER  
4 the Maximum Indebtedness Increase for )  
5 the Tigard City Center Urban Renewal Plan ) No. 21-13

6 WHEREAS, this matter having come before the Washington County Board of  
7 Commissioners (Board) at its January 12, 2021 work session and January 26, 2021 meeting; and

8 WHEREAS, it appearing to the Board that the Tigard Town Center Development Agency  
9 (TCDA) has proposed to the City of Tigard an amendment to the Tigard City Center Urban  
10 Renewal Plan; and

11 WHEREAS, it appearing to the Board that the proposed increase to the maximum  
12 indebtedness from \$22,000,000 to \$42,800,000 requires concurrence of taxing districts in  
13 accordance with ORS 457.220(5) and ORS 457.470(7); and

14 WHEREAS, it appearing to the Board that the proposed urban renewal plan amendment  
15 would extend the last day to issue debt from the 20th to the 29th anniversary of the Tax  
16 Increment Financing (TIF) Plan for the urban renewal area; that tax increment revenues after the  
17 29th anniversary (FY 2034-35) will be spent solely on retiring debt; that revenue sharing targets  
18 are projected to be reached in FY 2035-36; and that the proposed urban renewal plan  
19 amendment will extend the urban renewal plan’s property tax revenue impact to Washington  
20 County through the fiscal year ending in 2049; and

21 WHEREAS, it appearing to the Board that the Tigard City Council is scheduled to consider  
22 adoption of the proposed amendments to the Tigard City Center Urban Renewal Plan by



1 Feb. 9, 2021; and

2 WHEREAS, it appearing to the Board that the City of Tigard and the TCDA have therefore  
3 sought Washington County's (County) concurrence with the proposed urban renewal plan  
4 amendment under ORS 457.220 and ORS 457.470; it is therefore

5 RESOLVED AND ORDERED that the County concurs with the proposed urban renewal plan  
6 amendment to increase the maximum indebtedness for the Tigard City Center Urban Renewal  
7 Area as presented to the TCDA and the City of Tigard in accordance with ORS 457.220(5) and ORS  
8 457.470(7) and as further described in Attachment A attached hereto; and it is further

9 RESOLVED AND ORDERED that the County Administrator shall take all steps necessary to  
10 implement this Resolution and Order including but not limited to transmitting a copy of this  
11 Resolution and Order to the City of Tigard and TCDA.

12 DATED this 26th day of January 2021.

	AYE	NAY	ABSENT	BOARD OF COUNTY COMMISSIONERS FOR WASHINGTON COUNTY, OREGON
HARRINGTON	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
FAI	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	CHAIR KATHRYN HARRINGTON
TREECE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
ROGERS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
WILLEY	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	RECORDING SECRETARY

17 APPROVED AS TO FORM:

18   
19 Sr. Assistant County Counsel  
20 For Washington County, Oregon  
21  
22







## AGENDA

### WASHINGTON COUNTY BOARD OF COMMISSIONERS

Agenda Category: Consent – Land Use & Transportation (CPO 10)

Agenda Title: AMEND THE RESIDENTIAL HIGH-GROWTH AREAS TRANSPORTATION FUNDING (MSTIP BONDING COST-SHARING) PROGRAM PROJECT LIST

Presented by: Stephen Roberts, Director of Land Use & Transportation

#### SUMMARY:

On June 23, 2015 the Board approved Resolution and Order (R&O) 15-43 creating the “Residential High-Growth Areas Transportation Funding Program” to finance certain transportation improvements on County road facilities in and adjacent to five urban growth boundary expansion areas. The Residential High-Growth Areas Transportation Funding Program is also commonly known as the Major Streets Transportation Improvement Program (MSTIP) Bonding Cost-sharing Program. R&O 15-43 also adopted the “Residential High-Growth Areas Transportation Funding Program Project List” (Project List), comprised of 20 road capacity and safety improvement projects with an anticipated delivery timeline of 10 years. To date, five projects have been completed, one is under construction, and six will begin construction in 2021 or 2022.

The adopted Project List included the replacement of the 229th Avenue bridge over Butternut Creek, adjacent to the South Hillsboro urban growth boundary expansion area, with an estimated cost of \$5,827,000. A recent cost estimate for this project is \$8,085,000 due to the need to raise and lengthen the bridge to meet current standards.

As development has progressed in the South Hillsboro area, Washington County, the City of Hillsboro (City) and two South Hillsboro developers have identified a unique opportunity to leverage significant private funding to advance the construction of a new bridge on Cornelius Pass Road at Butternut Creek in South Hillsboro, and to make structural repairs to the existing 229th Avenue bridge.

(continued)

Attachments: Resolution & Order, including:  
Amended Project List (Exhibit “A”)  
Vicinity Map

#### DEPARTMENT’S REQUESTED ACTION:

Approve Resolution & Order adopting amendments to the Residential High-Growth Areas Transportation Funding (MSTIP Bonding Cost-sharing) Program Project List.

#### COUNTY ADMINISTRATOR’S RECOMMENDATION:

I concur with the requested action.

Agenda Item No.	<u>2.f.</u>
Date:	<u>02/16/2017</u>

**AMEND THE RESIDENTIAL HIGH-GROWTH AREAS TRANSPORTATION FUNDING (MSTIP BONDING COST-SHARING) PROGRAM PROJECT LIST  
BOC 02/16/21**

A Resolution and Order has been prepared to amend the approved Project List to add the Cornelius Pass Road bridge over Butternut Creek and to remove the 229th Avenue bridge project.

The Cornelius Pass Road bridge will improve north-south connectivity, facilitate extension of a regional arterial, defer the need for other roadway capacity improvements and leverage significant private funding. The proposed project swap itself will not result in an increase in the total agency expenditure needed to implement the MSTIP Bonding Cost-sharing Program. The agency commitment for the Cornelius Pass Road bridge will be \$8,085,000, which is equal to the amount of the recent cost estimate for the previously committed 229th Avenue bridge replacement project. This funding obligation will be shared between the County (two-thirds) and City (one-third), consistent with the MTSIP Bonding Cost-sharing Program. All project costs over \$8,085,000 to construct the new Cornelius Pass Road bridge and associated approaches will be paid for by the developers. A separate agreement memorializing that arrangement will be presented to the Board in an upcoming agenda. Construction of the Cornelius Pass Road bridge is anticipated to start in summer 2022 and be complete fall 2023.

**ADDITIONAL INFORMATION:**

---

**Community Feedback (Known Support/Opposition):**

The City of Hillsboro, including the City’s Transportation Committee, supports the proposed Project List modification. On Feb. 11, 2021, the City is scheduled to host an online open house where this proposed project list amendment will be discussed.

**Legal History/Prior Board Action:**

The Board approved R&O 15-43 adopting the “Residential High-Growth Areas Transportation Funding Program” and Project List in June 2015. There have been no previous amendments to the Project List.

The proposed Project List amendment was endorsed by the Washington County Coordinating Committee (WCCC) and the WCCC Transportation Advisory Committee at their respective January 2021 meetings.

This proposal was also reviewed with the Board of County Commissioners at the Jan. 19, 2021 Work Session.

**Budget Impacts:**

Original 229th Ave estimate:	\$	5,827,000
<u>Revised 229th estimate/Cornelius Pass commitment:</u>	\$	<8,085,000>
<u>Difference:</u>	\$	<2,258,000>
County MSTIP increase (66.7%):	\$	1,506,086
City of Hillsboro increase (33.3%):	\$	751,914

1 IN THE BOARD OF COUNTY COMMISSIONERS

2 FOR WASHINGTON COUNTY, OREGON

3	In the Matter of Amending the	)	RESOLUTION AND ORDER
	“Residential High-Growth Areas	)	No. _____
4	Transportation Funding Program Project	)	
	List”	)	
5		)	
		)	

7 This matter having come before the Washington County Board at its regular meeting on  
8 February 16, 2021; and

9 It appearing to the Board that, through its adoption of Resolution & Order (R&O) 15-43 on  
10 June 23, 2015, the Board authorized the issuance of “Residential High-Growth Areas Bonds” to  
11 finance certain transportation improvement projects on County road facilities located within and  
12 adjacent to identified residential high-growth areas and also adopted the “Residential High-  
13 Growth Areas Transportation Funding Program Project List”, also commonly referred to as the  
14 “MSTIP Bonding Cost-Sharing Program Project List”, hereinafter referred to as the “Project List”;  
15 and

16 It appearing to the Board that the Project List identified twenty transportation  
17 improvement projects of countywide significance and with local benefit (hereinafter “Projects”)  
18 to be funded with a County two-third (2/3) contribution and Local one-third (1/3) contribution;  
19 and

20 It appearing to the Board, that one of the Projects included on the Project List was the

1 replacement of the existing 229th Avenue bridge over Butternut Creek on the western boundary  
2 of the South Hillsboro Urban Growth Boundary expansion area and benefiting the local service  
3 area of the City of Hillsboro; and

4 It appearing to the Board that the construction of a new bridge on Cornelius Pass Road  
5 over Butternut Creek would provide greater public benefit and increased regional mobility within  
6 and adjacent to the South Hillsboro Urban Growth Boundary expansion area; and

7 It appearing to the Board that the new bridge on Cornelius Pass Road will be a County  
8 facility and will serve significant regional transportation needs but will be within and serve the  
9 City of Hillsboro service area and therefore should be funded under the High-Growth Areas  
10 Program; and

11 It appearing to the Board that removing the 229th Avenue bridge and adding the  
12 Cornelius Pass Road bridge to the Project List is supported by both the City of Hillsboro  
13 and the Washington County Coordinating Committee; now, therefore, it is

14 RESOLVED AND ORDERED that the Residential High-Growth Areas Transportation Funding  
15 Program Project List (also known as the MSTIP Bonding Cost-Sharing Program Project List),  
16 attached as "Exhibit A" is hereby amended to remove the 229th Avenue bridge project and add  
17 the Cornelius Pass Road bridge project; and

18 RESOLVED AND ORDERED, all other directives of R&O 15-43 remain valid and in effect;  
19 and

20 RESOLVED AND ORDERED, Department of Land Use and Transportation shall take such

1 actions as are necessary to effectuate this action, including pursuing and amending any  
2 Memorandum of Understanding and individual Intergovernmental Agreements for specific  
3 projects with affected cities to help implement the funding and construction of the Projects on  
4 the MSTIP Bonding Cost-Sharing Program Project List.

5  
6 DATED this 16th day of February 2021.

7  
8 BOARD OF COUNTY COMMISSIONERS  
FOR WASHINGTON COUNTY, OREGON

9  
10 \_\_\_\_\_  
*CHAIR KATHRYN HARRINGTON*

11  
12 \_\_\_\_\_  
*RECORDING SECRETARY*

13 Approved as to Form:

14 Cortney D. Duke-Driessen  
Assistant County Counsel  
Date: January 19, 2021



**Exhibit A**  
**Amendments to MSTIP Bonding Cost-sharing Program Project List**  
Adopted as Residential High-Growth Areas Transportation Funding Program Project List on June 23, 2015 (Res. and Order 15-43)  
Feb. 16, 2021

Road	Extent	Project Description <sup>1</sup>	Total Cost <sup>2</sup>	County Cost <sup>2</sup> (2/3)	Local Cost <sup>2</sup> (1/3)	TDT Project #	Area <sup>3</sup>
<b>Years 1-3<sup>4</sup></b>							
Springville Rd	185th - west of PCC entrance	Widen to 5 lanes, realign	\$ 11,750,000	\$ 7,833,333	\$ 3,916,667	1069 (WC)	NB/BSW
185th Ave	Springville - West Union	Widen to 5 lanes, intersection improvements at termini	\$ 6,000,000	\$ 4,000,000	\$ 2,000,000	1013 (WC)	NB/BSW
Cornelius Pass Rd	Frances - TV Hwy	Widen to 5 lanes	\$ 14,000,000	\$ 9,333,333	\$ 4,666,667	1030 (WC)	SH
TV Hwy	Cornelius Pass Rd	Westbound right turn lane	\$ 3,107,000	\$ 2,071,333	\$ 1,035,667	3054 (H)	SH
175th Ave	Kemmer Rd	Intersection improvement	\$ 5,000,000	\$ 3,333,333	\$ 1,666,667	1010 (WC)	SCM
175th Ave	E-W collector - Scholls Ferry	Widen to 5 lanes	\$ 6,345,000	\$ 4,230,000	\$ 2,115,000	Not on list	SCM
Roy Rogers Rd	Scholls Ferry - S of Bull Mountain	Widen to 5 lanes	\$ 24,900,000	\$ 16,600,000	\$ 8,300,000	Not on list	RT
<b>Year 1-3 total</b>			<b>\$ 71,102,000</b>	<b>\$ 47,401,333</b>	<b>\$ 23,700,667</b>		
<b>Years 4-6<sup>4</sup></b>							
Thompson Rd	Kenny - Saltzman	Realign, widen to 3 lanes	\$ 6,000,000	\$ 4,000,000	\$ 2,000,000	Not on list	NB/BSW
TV Hwy	209th Ave	Intersection & railroad improvement	\$ 14,794,000	\$ 9,862,667	\$ 4,931,333	1020 (WC)	SH
209th Ave	TV Hwy - Blanton	Widen to 5 lanes, signal at Blanton	\$ 4,333,000	\$ 2,888,667	\$ 1,444,333	1020 (WC)	SH
Blanton St	209th - 198th	Sidewalks, turn lanes as needed	\$ 3,261,000	\$ 2,174,000	\$ 1,087,000	Not on list	SH
Kinnaman Rd	209th - 198th	Sidewalks, bike lanes, turn lanes	\$ 3,261,000	\$ 2,174,000	\$ 1,087,000	1053 (WC)	SH
Kinnaman Rd	198th Ave	Realign & signalize offset intersection	\$ 4,917,000	\$ 3,278,000	\$ 1,639,000	1054 (WC)	SH
Scholls Ferry Rd	N-S Collector - Roy Rogers	Widen to 5 lanes	\$ 2,750,000	\$ 1,833,333	\$ 916,667	Not on list	SCM/RT
<b>Year 4-6 total</b>			<b>\$ 39,316,000</b>	<b>\$ 26,210,667</b>	<b>\$ 13,105,333</b>		
<b>Years 7-10<sup>4</sup></b>							
Thompson Rd	Saltzman - Marcotte	Widen to 3 lanes	\$ 4,000,000	\$ 2,666,667	\$ 1,333,333	1072 (WC)	NB/BSW
TV Hwy	Century Blvd	Widen NB/SB approaches to 5-lanes, EB Bus Pullout	\$ 10,473,000	\$ 6,982,000	\$ 3,491,000	Not on list	SH
229th Ave	Butternut Creek	Replace bridge, widen to 3 lanes	<del>\$ 5,827,000</del>	<del>\$ 3,884,667</del>	<del>\$ 1,942,333</del>	3020 (H)	SH
Cornelius Pass Rd	Butternut Creek	Construct new 5-lane bridge	<u>\$ 8,085,000</u>	<u>\$ 5,390,000</u>	<u>\$ 2,695,000</u>	3055	SH
Tile Flat Rd	UGB - Scholls Ferry	Widen to 3 lanes	\$ 3,025,000	\$ 2,016,667	\$ 1,008,333	Not on list	SCM
Scholls Ferry Rd	Tile Flat - N-S Collector	Interim 3-lane and north side half street	\$ 5,500,000	\$ 3,666,667	\$ 1,833,333	Not on list	SCM/RT
Scholls Ferry Rd	Teal / Horizon	Intersection improvement	\$ 500,000	\$ 333,333	\$ 166,667	Not on list	SCM
<b>Year 7-10 total</b>			<b><del>\$ 29,325,000</del></b>	<b><del>\$ 19,550,000</del></b>	<b><del>\$ 9,775,000</del></b>		
<b>Year 7-10 total (updated)</b>			<b><u>\$ 31,583,000</u></b>	<b><u>\$ 21,055,333</u></b>	<b><u>\$ 10,527,667</u></b>		
<b>Year 1-10 total</b>			<b><del>\$ 139,743,000</del></b>	<b><del>\$ 93,162,000</del></b>	<b><del>\$ 46,581,000</del></b>		
<b>Year 1-10 total (updated)</b>			<b><u>\$ 142,001,000</u></b>	<b><u>\$ 94,667,333</u></b>	<b><u>\$ 47,333,667</u></b>		

**NOTES:**

- "Widening" projects include pedestrian/bicycle facilities, lighting, stormwater, etc.
- Project costs are estimates and are subject to change.
- Residential High Growth Areas:  
NB/BSW = North Bethany/Bonny Slope West (unincorporated Washington County)  
SH = South Hillsboro (City of Hillsboro)  
SCM = South cooper Mountain (City of Beaverton)  
RT = River Terrace (City of Tigard)
- Project timeframes shown are tentative and subject to change.
- Strikethrough text indicates deletions; underlined text indicates additions.









## AGENDA

### WASHINGTON COUNTY BOARD OF COMMISSIONERS

**Agenda Category:** Consent – Land Use & Transportation (All CPOs)

**Agenda Title:** ADOPT TUALATIN VALLEY FIRE AND RESCUE FIRE CODE ORDINANCE 2020-01

**Presented by:** Stephen Roberts, Director of Land Use & Transportation;  
Andy Back, Planning and Development Services Manager;  
Scott Linfesty, Building Official

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#### SUMMARY:

Oregon Revised Statutes (ORS) 478.910 requires a fire district board to adopt their fire prevention code in accordance with ORS 198.510 through 198.600. Following adoption by Tualatin Valley Fire and Rescue's (TVF&R) board, ORS 478.924 further mandates that any city or county within the district must also approve the fire code by resolution. If not adopted in a city or county, a legal uncertainty could exist about fire code enforcement, plan review services, application of local amendments, appeals board proceedings and other related issues. The resolution is the mechanism required by state law to ensure that TVF&R has coordinated with city or county governments.

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#### ADDITIONAL INFORMATION:

**Community Feedback** (Known Support/Opposition): None known at this time

**Legal History/Prior Board Action:**

2014: Adopted previous code changes by Ordinance No. 14-02 by TVF&R

**Budget Impacts:** None

**Attachments:** Resolution and Order, including:

Exhibit A – TVF&R Fire Code Ordinance 2020-01

#### DEPARTMENT'S REQUESTED ACTION:

Adopt Tualatin Valley Fire and Rescue Fire Code Ordinance 2020-01.

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#### COUNTY ADMINISTRATOR'S RECOMMENDATION:

I concur with the requested action.

Agenda Item No.	<u>2.g.</u>
Date:	02/16/21

1 IN THE BOARD OF COUNTY COMMISSIONERS

2 FOR WASHINGTON COUNTY, OREGON

3 In the Matter of Adopting the Oregon Fire  
4 Code, as Adopted by Tualatin Valley Fire and  
5 Rescue Ordinance No. 2020-01

RESOLUTION AND ORDER

No. \_\_\_\_\_

6 This matter came before the Board of County Commissioners at its regularly scheduled  
7 meeting of February 16, 2021; and

8 It appearing to the Board that Tualatin Valley Fire and Rescue, a Rural Fire Protection  
9 District, has duly adopted the latest Oregon Fire Code, including any amendments as adopted by  
10 The Office of the State Fire Marshal, by Ordinance No. 2020-01, attached hereto as Exhibit "A"  
11 and incorporated herein; and

12 It appearing to the Board that, pursuant to Oregon Revised Statutes (ORS) 478.940,  
13 copies of this Fire Code have been filed with the State Fire Marshal and posted at fire stations  
14 within the district; and

15 It appearing to the Board that ORS 478.924 requires the Fire Code first be approved by  
16 the governing body of the city or county before the Fire Code can be applied; now, therefore, it  
17 is

18 RESOLVED AND ORDERED that the Board of County Commissioners for Washington  
19 County hereby adopts the attached Fire Code, as adopted through Tualatin Valley Fire and  
20 Rescue Ordinance No. 2020-01, (Exhibit "A").

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DATED this 16th day of February 2021.

BOARD OF COUNTY COMMISSIONERS  
FOR WASHINGTON COUNTY, OREGON

\_\_\_\_\_  
*CHAIR KATHRYN HARRINGTON*

APPROVED AS TO FORM:

\_\_\_\_\_  
*Sr. Assistant County Counsel  
For Washington County, Oregon*

\_\_\_\_\_  
*Recording Secretary*

# ORDINANCE 2020-01

**AN ORDINANCE ADOPTING FIRE CODES AND STANDARDS FOR TUALATIN VALLEY FIRE AND RESCUE, A RURAL FIRE PROTECTION DISTRICT, PROVIDING FOR A REASONABLE LEVEL OF LIFE SAFETY AND PROPERTY PROTECTION FROM THE HAZARDS OF FIRE, EXPLOSION OR DANGEROUS CONDITIONS IN NEW AND EXISTING BUILDINGS, STRUCTURES, AND PREMISES AND TO PROVIDE SAFETY TO FIREFIGHTERS AND EMERGENCY RESPONDERS DURING EMERGENCY OPERATIONS, AND REPEALING ORDINANCE 14-02.**

**WHEREAS**, Tualatin Valley Fire & Rescue, A Rural Fire Protection District, has developed uniform fire regulations for the jurisdictions served; and

**WHEREAS**, Tualatin Valley Fire and Rescue, A Rural Fire Protection District, hereinafter referred to as the District, finds it necessary to adopt regulations that establish a minimum level of fire safety, thus does hereby adopt the following regulations; and now, therefore;

**IT IS ORDAINED AS FOLLOWS:**

## **TITLE AND FILING:**

This ordinance, including the codes hereby adopted, shall be filed with Oregon State Fire Marshal's office and shall be posted at each fire station as prescribed by ORS 478.940. From the date on which this ordinance shall take effect, provisions thereof shall be controlling within the territorial limits of the District and within each city and county within the District approving pursuant to ORS 478.924.

## **SCOPE:**

The purpose of this code is to establish the minimum requirements consistent with nationally recognized good practice for providing a reasonable level of life safety and property protection from the hazards of fire, explosion or dangerous conditions in new and existing buildings, structures and premises and to provide safety to firefighters and emergency responders during emergency operations as authorized by ORS 478.910.

## **SECTION I – ADOPTION OF THE DISTRICT'S FIRE CODE:**

For the purpose of prescribing regulations governing conditions hazardous to life and property from fire or explosion, except as amended under Sections II, the Oregon Fire Code adopted by the Oregon State Fire Marshal, as it is replaced and amended from time to time, is hereby adopted as the District's Fire Code. It is the intention of this ordinance that the District automatically adopts the latest Oregon Fire Code including any amendments as adopted by the Office of the State Fire Marshal without any additional action necessary by the District. Such codes and amendments are adopted on the effective date of the administrative rule adopted by the Office of State Fire Marshal.

## **SECTION II – ENFORCEMENT OF FIRE CODE**

Notwithstanding provisions in the Oregon Fire Code authorizing or requiring inspections of buildings and premises, issuance of permits, review of plans testing of fire protection systems and equipment, or provisions providing for enforcement of the Code, such inspections, plan review, permits, testing, and enforcement of the Code shall be discretionary by the Chief and other individuals charged by the Chief with such activities. The District recognizes that it has limited financial resources with which to provide fire,

rescue, and other services and functions and is forced to make public policy decisions as to allocation of District resources. Although the District places a high priority on prevention, inspection, and maintenance of fire systems, due to financial limitations, it is the Board's policy to require inspections, plan review, permits or testing only so often as, and where necessary, to provide a reasonable level of fire and life safety. Accordingly, although the Fire Chief and other individuals charged by the Chief with these activities are encouraged to pursue them, performing such activities, as well as the scope and frequency of such activities, shall be within the discretion of the Fire Chief. It is the intention of the District to make clear that the District's duty to perform the inspections, plan review, issuance of permits and testing, or to take enforcement actions as set forth in the Code, is limited to providing a reasonable level of fire and life safety. Such actions are discretionary.

### **SECTION III – AMENDMENTS TO THE OREGON FIRE CODE:**

There are no amendments to the Oregon Fire Code adopted by the Oregon State Fire Marshal

### **SECTION IV – FEES**

Cost based fees may be imposed for plan review, inspections, permits or other fire code related services the District is authorized or required to provide under the Fire Code or other applicable statute or regulation, as prescribed in the District's Master Fee Schedule.

### **SECTION V – PENALTIES**

Any person who violates any of the provisions of these regulations hereby adopted or fails to comply therewith, or violates or fails to comply with any order made thereunder, or who builds in violation of any detailed statements, specification or plans submitted and approved thereunder and from which no appeal has been taken, or shall fail to comply with such an order as affirmed or modified by the Board of Appeals or by a court of competent jurisdiction within the time affixed herein, shall severally, for each and every such violation and non-compliance respectively, be guilty of a violation of the Fire Prevention Code as provided in ORS 478.930, punishable upon conviction as prescribed by ORS 478.990. All fines or punishments authorized upon conviction shall include the costs to the District to remedy the violation including costs of towing, storage, or removal of the hazard or obstruction if necessary.

The Chief or designated representative may bring a complaint in law or in equity to alleviate a violation of this ordinance as well as in addition to the rights to enforce said ordinance under the provisions of ORS 478.930 and ORS 478.990.

Reinspection fees may be applied for failure to correct violations in accordance with the District's Master Fee Schedule in addition to any other penalties.

### **SECTION VI – FIRE CODE BOARD OF APPEALS**

As authorized by ORS 479.180, the District may establish a board of appeals. Such board of appeals may be implemented through bylaws and standard operating guidelines adopted by the District.

### **SECTION VII – REPEAL OF CONFLICTING ORDINANCES**

The provisions of this ordinance, i.e., the Fire Code, shall be controlling within the territorial limits of the District and within each city and county within the District approving pursuant to ORS 478.924. If an existing fire code ordinance has been approved within any city or county within the District, the District

desires that the existing fire code continue in effect until such time as the cities and counties within the District have approved this new Fire Code pursuant to ORS 478.924. Accordingly, all former ordinances or parts thereof, which are conflicting or inconsistent with the provisions of this ordinance or of the code or standards hereby adopted, are hereby repealed, effective on the effective date of this ordinance; provided, however, that Ordinance 10-02, 14-01 or 14-02 shall continue in effect in each city or county which has approved it until the city or county approves this Ordinance 2020-01. Further, prosecutions or violations under repealed ordinances may continue after the effective date of this ordinance.

**SECTION VIII – VALIDITY**

The District hereby declares that should any section, paragraph, sentence, or word of this ordinance or of the Codes or Standards hereby adopted be declared for any reason to be invalid, it is the intent of the District that it would have passed all other portions of this ordinance independent of the elimination of any such portion as may be declared invalid.

**SECTION IX – DATE OF EFFECT**

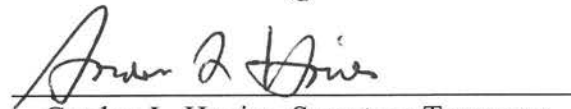
The Board of Directors of the Fire District finds and determines that it is necessary and expedient that the provisions of this ordinance become effective 30 days following adoption, as authorized by ORS 198.570.

First reading by Title only this 28<sup>th</sup> day of January, 2020.

Second reading by Title only this 25<sup>th</sup> day of February, 2020.

PASSED by the District this 25<sup>th</sup> day of February, 2020.

  
Clark I. Balfour, President

  
Gordon L. Hovies, Secretary-Treasurer



# AGENDA

**PULLED**

## WASHINGTON COUNTY BOARD OF COMMISSIONERS

**Agenda Category:** Consent – Support Services (CPO ALL)

**Agenda Title:** ACCEPT PROPOSAL AND AUTHORIZE A CONTRACT FOR ENVIRONMENTAL ENGINEERING SERVICES (2020.113P)

**Presented by:** Jack Liang, Director of Support Services  
Martin Granum, Facilities and Parks Manager

**SUMMARY:**

Request your Board authorize a contract with GeoDesign, Inc., an NV5 Company, to provide environmental engineering consulting services. The term of the contract will be effective for the period through and including December 31, 2023, with an option to renew for an additional two – one-year periods. The maximum term of the contract will be five years. The estimated expenditure for the initial term of the contract is \$500,000.00.

The required legal advertisement and request for proposal was issued June 29, 2020; proposals were due by 2 pm Friday December 11, 2020. Staff received and reviewed proposals from four firms. The proposals were evaluated based on the criteria stated in the Request for Proposals (RFP). The evaluation process considered each firm’s qualifications and experience, prior performance, understanding and approach, rates, references, and completeness of the proposal. Other departments within the County may also utilize this contract to meet operational needs. Scoring of the proposals was as follows:

Proposer	Score out of 100
GeoDesign, Inc., an NV5 Company	92.6
Apex Companies LLC	88.5
ATC Group Services LLC	83.4
HydroCon	75.2

(continued)

**DEPARTMENT’S REQUESTED ACTION:**

Accept proposal and authorize a contract with GeoDesign, Inc. an NV5 Company to provide environmental engineering consulting services. The contract term will be through and including December 31, 2023, with an option to renew for two – one-year periods with a not to exceed amount of \$500,000.

**COUNTY ADMINISTRATOR’S RECOMMENDATION:**

I concur with the requested action.

Agenda Item No.	<u>2.h.</u>
Date:	<u>2/16/21</u>

**ACCEPT PROPOSAL AND AUTHORIZE CONTRACT FOR ENVIRONMENTAL  
ENGINEERING CONSULTING SERVICES  
BOC 1/26/21**

**ADDITIONAL INFORMATION:**

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**Community Feedback** (Known Support/Opposition): None known at this time

**Legal History/Prior Board Action:**

In December 2015 (MO 15-375) the Board approved a contract with GeoDesign for these services.

**Budget Impacts:** Budget account string for this expenditure will be 100-353505-51280-3556800 unless specific to a building which would change the reporting category only.





## AGENDA

### WASHINGTON COUNTY BOARD OF COMMISSIONERS

**Agenda Category:** Consent – Support Services

**Agenda Title:** ACCEPT FEDERAL EMERGENCY RENTAL ASSISTANCE FUNDING, GRANT WAIVER FROM REQUEST FOR PROPOSALS PROCESS AND AUTHORIZE CONTRACT WITH COMMUNITY ACTION (2021.021W)

**Presented by:** Jack Liang, Director of Support Services

#### **SUMMARY:**

The US Department of the Treasury made available to Washington County an Emergency Rental Assistance funding in the amount of \$17,999,261.40 to assist households that are unable to pay rent and utilities due to the COVID-19 pandemic. The funding is provided to Washington County in advance with a performance deadline of December 31<sup>st</sup>, 2021. Any unused funds by December 31<sup>st</sup>, 2021 need to be returned to US Department of the Treasury. There is no matching requirement for utilization of this funding. Staff request that the Board of County Commissioners (BCC) authorize the acceptance of this funding.

The use of this funding has been discussed by multiple departments within Washington County. To take advantage of existing operational structure, Community Action has been identified as the primary subrecipient with Washington County to implement the Emergency Rental Assistance program. Staff request the BCC to authorize a contract with Community Action for amount not to exceed \$10,000,000.

#### **ADDITIONAL INFORMATION:**

**Community Feedback** (Known Support/Opposition): None

**Legal History/Prior Board Action:** None

**Budget Impacts:** A budget adjustment will be included in the County's Spring Budget Adjustments in March 2021 in the amount of \$17,999,262 to fully execute the program. The budget adjustment will be made in Fund 155 – COVID-19 Response and Recovery.

#### **DEPARTMENT'S REQUESTED ACTION:**

Accept the US Department of Treasury Emergency Rental Assistance in the amount of \$17,999,261.40; grant waiver from the RFP process, and authorize a contract with Community Action for amount not to exceed \$10,000,000.

#### **COUNTY ADMINISTRATOR'S RECOMMENDATION:**

I concur with the requested action.

Agenda Item No.	<u>2.i.</u>
Date:	02/16/21

ADDITIONAL INFORMATION REQUIRED TO GRANT WAIVER:

Per Rule #10-130, the request for waiver shall contain the following:

**A) The nature of the agreement:**

The agreement with Community Action will provide for rent and utility assistance for rental households impacted by Covid-19. Allowable costs will include the assistance payments, staffing and direct administrative costs.

**B) The cost of the program:**

\$10,000,000.00

**C) A narrative description of the basis for the waiver and reason an RFP process would be inappropriate:**

Washington County is contracting with Community Action (CA) as a subrecipient to run the Rent Assistance and Utility Assistance Grant Program without using a fully competitive process. Under 2 CFR 200.320(f)(1 & 2), staff determined that the delays caused by a fully competitive process would be unacceptable during this Covid-19 Pandemic, and that CA was the only entity in Washington County who deals with Emergency Eviction Prevention and has the proper qualifications and infrastructure to handle this program in the time and method required.

In assessing risk and capacity, Washington County needed to select an organization that had the internal programmatic and financial systems as well as the staff capacity to run a program within the timelines set forth by Emergency Rental Assistance Fund.

Community Action also utilizes the Homeless Management Information System (HMIS) which tracks and reports on unduplicated counts of those served. By contracting with one entity, we are able to ensure that there won't be a duplication of assistance.

**D) Alternative selection process that will be used:**

Direct contract with provider.