



# WASHINGTON COUNTY OREGON

August 1, 2011

TO : Washington County Coordinating Committee  
FROM : Andrew Singelakis, Director  
Land Use and Transportation  
SUBJECT: **WCCC MEETING AGENDA**  
DATE: **Monday August 8, 2011**  
TIME: **12:00 PM – 1:30 PM**  
PLACE: **Beaverton Library Conference Room**  
**12375 SW Fifth Street -- Beaverton**

## AGENDA

1. Visitors comments
- \* 2. Approval of Minutes – July 11, 2011 Action
- \* 3. Transportation Development Tax (TDT): Small Business and Phase-In Issues Discussion  
Presenter: Steve L. Kelley, Washington County Planning
4. Road Standards Tool Kit: Bicycles and Pedestrian Facilities Information  
Presenter: Shelley Oylear, Washington County Bicycle and Pedestrian Coordinator
- \* 5. TPAC Representative Replacement Information  
Presenter: Andy Back, Washington County Planning
- \* 6. MPAC Agenda Information  
Presenter: Keith Mays, Mayor, Sherwood
- \* 7. JPACT Agenda and Work Program Information  
Presenters: Craig Dirksen, Mayor, Tigard
8. Other Business
- \* -- Agency Monthly Updates
- \* -- WCCC Transportation Advisory Committee Agenda
- \* -- Next WCCC meeting agenda, draft

The next regular WCCC meeting is scheduled for **Wednesday September 7, 2011**. If you have any questions, please call me at 846-8740.

\* Material enclosed in packet

WASHINGTON COUNTY COORDINATING COMMITTEE  
POLICY GROUP MINUTES  
July 11, 2011

Voting Members:

Roy Rogers, Washington County, Chair  
Denny Doyle, City of Beaverton  
Pete Truax, City of Forest Grove  
Keith Mays, City of Sherwood  
Jef Dalin, City of Cornelius  
Chuck Van Meter, City of Durham

Craig Dirksen, City of Tigard  
Jerry Willey, City of Hillsboro  
Tim Knapp, City of Wilsonville  
Lou Ogden, City of Tualatin  
Brian Biehl, City of Banks

Others in Attendance:

Andrew Singelakis, Washington County  
Tyler Ryerson, Beaverton  
Mark Ottenad, City of Wilsonville  
Kathryn Harrington, Metro Councilor  
Andy Duyck, Washington County BCC Chair  
Greg Malinowski, Washington County BCC  
Dick Schouten, Washington County BCC  
Mike McKillip, City of Tualatin  
Margaret Middleton, City of Beaverton  
Nikolai Ursin, Metro  
John Southgate, City of Hillsboro  
Ted Leybold, Metro  
Martin Lenny, Metro  
Derek Robbins, City of Forest Grove  
Rob Foster, City of Forest Grove  
Tom Pessemier, City of Sherwood  
Gus Duenas, City of Tigard  
Doug Meinke, THPRD  
Alexander Chien, Bicycle Transportation Alliance  
John Valley, Senator Merkley's Office  
David Kim, ODOT Region 1  
Jeff Bachrach, Newland Communities  
Mary Manseau, CPO 7  
Ernie Platt, Homebuilders  
Tim McGilvrey, CPO 4m  
Margot Barnett, OSU Extension Service  
Nathalie Darcy, Citizen

Andy Back, Washington County  
Clark Berry, Washington County  
Gary Stockhoff, Washington County  
Lise Glancy, Port of Portland  
Brent Curtis, Washington County  
Marc San Soucie, Beav. City Council  
Karla Antonini, City of Hillsboro  
Roland Signett, City of Durham  
Blair Crumpacker, Washington County  
Nick Christensen, Metro Reporter  
Tim O'Brien, Metro  
John Williams, Metro  
Dan Riordan, City of Forest Grove  
Gretchen Buehner, City of Tigard  
Dyami Valentine, Washington County  
Ken Ray, Metro  
Hal Bergsma, THPRD  
Bob Galati, City of Sherwood  
Mary Ordal, City of Hillsboro  
Terry Keyes, City of Cornelius  
Ross Schultz, City of Sherwood  
Olivia Clark, TriMet  
Sherry Amabisca, Save Helvetia  
Brian Walker  
Jim Haynes, Sherwood Ch. of Com.  
Matt Wellner, Metropolitan Land Group  
Richard Kidd, Citizen

Roy Rogers called the meeting to order at 12:05 PM.

Agenda Item 1 – Visitors Comments: No visitors chose to speak.

Agenda Item 2 – Approval of Minutes, June 6, 2011: Roy Rogers stated that Ted McGilvrey requested that the following sentence be added at the end of the paragraph describing his statement near the bottom of page 2 of the minutes: "Sections of the Fanno Creek Trail regularly flood making the trail impassable for trans-jurisdictional cyclists." The WCCC voted unanimously to approve the minutes with the proposed addition offered by Mr. McGilvrey.

Agenda Item 3 – Traffic Impact Fee (TIF) Request: City of Durham: The WCCC unanimously voted to approve the City of Durham's request to use TIF funds for improvements to Boones Ferry as described in a memorandum in the meeting packet.

Agenda Item 6 – MPAC Agenda: Keith Mays stated that the Metro Chief Operating Officer's recommendations for UGB expansion would be discussed. Kathryn Harrington stated that in lieu of the second July MPAC meeting committee members would be taking a field trip to explore the Lents area.

Agenda Item 7 – JPACT Agenda: Andy Back stated that what is likely to be an interesting discussion on the federal funding environment would be discussed, and that the one scheduled action item relates to regional high capacity transit (HCT) expansion policy.

Agenda Item 4 – Urban Growth Boundary (UGB) Expansion: John Williams and Tim O'Brien from Metro's Planning and Development section described Chief Operating Officer Dan Cooper's UGB expansion recommendation. After providing some background, John Williams noted that historically urban area expansion discussions had focused on numbers – of acres, population, and the like. He stated that this year's approach is different in that it identified ranges for different variables and focused on discussions of the benefits of different scenarios. He stated that the Chief Operating Officer's (COO) recommendation this year is essentially a "menu of choices," of places you could look at on a map. He stated that the Metro Council ultimately would need to select a point within each of the ranges and explain to the state why it chose that point. Mr. Williams stated that the primary focus this year is on residential lands. He stated that the Council decision is scheduled for October, and that between now and then Metro was planning and supporting public discussion throughout the region. He stated that Metro staff would be available to support local discussions.

Using a map, Tim O'Brien identified each of the UGB expansion area candidates. He stated that a more detailed and focused description of the areas is contained in the primary document that is available on the web or in hard copy. He described the general criteria used to select the areas as 1) the amount of planning that had been done, 2) the degree of local support, and 3) the potential for the area to be developed in an urban form. He noted that the only non-residential area under consideration is located north of Hillsboro, and is proposed for industrial-use expansion.

John Williams stated that Metro staff would be explaining and discussing the proposals with interested groups, noting that an open house is scheduled in Hillsboro on July 28. He stated that the Land Conservation and Development Commission (LCDC) would be confirming the region's decision on Urban Reserves. He encouraged people to sign up for Metro's Opt In service on the web, noting that it provides an easy and effective way to register comments on a range of proposals.

Kathryn Harrington stated that approximately 5000 people have joined Opt In. She noted that Washington County has about 34 percent of the region's population but only 20 percent of Opt In members. She also encouraged people to sign up.

Roy Rogers asked whether any WCCC members had questions or comments at this point. Keith Mays stated that Washington County local governments should try to establish consensus support for a UGB expansion recommendation, and that he believes there is a lot of value to be gained if the WCCC can advocate as a team.

Lou Ogden stated that perhaps MPAC agenda items should be considered by the WCCC on its agenda as land use items. He noted that it is likely that time would be a constraint. Roy Rogers asked whether there were objections to the proposal. There were none. Mr. Rogers stated that future WCCC agendas should include MPAC items as appropriate and "within time constraints."

Peter Truax distributed written comments from the City of Forest Grove regarding Mr. Cooper's UGB expansion recommendation.

Agenda Item 5 – Regional Flexible Funds Allocation Process: Roy Rogers stated that project sponsors had presentations to make, and stated that they would start with the Green Economy & Freight project category. Forest Grove's Rob Foster distributed copies of PowerPoint slides describing a project that would solve truck turning problems at the intersection of Hwy 47 and Hwy 8, both of which he stated are freight corridors. The project would improve two turning radii, a pedestrian crossing and add two turning lanes. The slides included diagrams and photos illustrating the problems and the project. He stated that the request is for \$1.5 million, and that the city would provide approximately \$200,000 as the local match.

Roy Rogers asked if the project could be phased. Mr. Foster stated that it could, and that the southbound right turn lane is the lowest priority. He said the westbound north turn lane was the highest priority.

Peter Truax pointed out curb and sign damage at the corner in the photos help demonstrate the problem of large trucks trying to negotiate a tight turning radius.

Bob Galati provided an overview of a proposed freight project in the Sherwood area at the Elwert/Kruger/Hwy. 99W intersection. He stated that there are both mobility and safety challenges at the location. He stated that the Elwert section serves as a bypass for congestion on 99W, and that future growth and development will cause more traffic to move back onto 99W and cause increasing problems for freight. He stated that the city is looking for \$250-\$350,000 to study and define the specific solution to the problem and, ideally, approximately \$1.3 million to purchase right of way for the project.

Terry Keyes described proposed improvements along 10<sup>th</sup> Street in Cornelius, which he described as a main north-south route with lots of freight traffic. He stated that the street section has a 24-foot paved section with adjacent ditches and is hazardous for walkers. He stated that it is the last street section needing improvement. Mr. Keyes stated that the project complements Washington County projects on Zion Church Road, that right of way for the project has been acquired, and that the project is scalable. Mr. Dalin stated that safety at a school crossing was a top priority.

Roy Rogers asked whether the Elwert/Kruger/Hwy. 99W project has any impact on UGB expansion area 5B. Mr. Galati stated that it had very little impact.

Andrew Singelakis stated that the project selection process provides time at the August WCCC meeting for continued discussion, if more information or more time is needed for consideration of how projects might be phased or otherwise modified and combined into an acceptable recommendation.

Keith Mays stated that all of the projects seem like good ones. He stated that the Forest Grove and Cornelius are more visible than Sherwood's. He stated that he thought it fair to

fund the Forest Grove project for \$1.3 million, since Cornelius had received more project funding recently. Mr. Mays asked whether it could be built for \$1.3 million, with \$170-180,000 from the city. It was stated that it could.

Keith Mays moved to recommend funding the Forest Grove project for \$1.3 million. Denny Doyle provided a second to the motion. The motion was approved 10-1-1, with Roy Rogers voting against and Peter Truax abstaining. Roy Rogers stated that he opposed providing all funds for the Forest Grove project because, while it is great to complete a project, he would like to see more design work funded. Other WCCC members voted in support of the motion.

Tim Knapp asked whether a proposal that provides \$250,000 for the Sherwood project, \$250,000 for the Cornelius project and Forest Grove with the balance for construction (\$800,000) would work. Clark Berry stated that Metro's criteria identify a \$1 million minimum for construction project, but the lower amounts would be fine for planning work. It was noted that there could only be one planning or project development project in each category, however.

Roy Rogers moved discussion to the Active Transportation/Complete Streets category. Margaret Middleton provided an overview of the Crescent Connection project. She noted that the request was for nearly all of the \$5.6 million of available funding, but that the four project sponsors – the cities of Beaverton and Tigard, and TriMet and the Tualatin Hills Parks and Recreation District (THPRD) -- are providing a combined \$4.2 million in matching funds. She stated that the project responds to Metro's interest in getting a big impact from the funding. She stated that the project serves Environmental Justice populations and connects two regional trails, the Westside and Fanno Creek trails. It was noted that in Tigard the project completes missing segments and improves access to the transit center. In Beaverton the project would combine on-street and off-street sections, and would extend to the Round and on to the THPRD Nature Park. It was noted that the section from Denney Road to the Nature Park connects to the Westside and Waterhouse trails.

Roy Rogers asked whether the project was phasable. Ms. Middleton stated that it could be to some degree. Hal Bergsma stated that it would be tough to break down funding in a way that allowed another full construction project (minimum \$3 million) to be funded, but that it probably could be reduced in scope sufficiently to fund a development project. Craig Dirksen stated that the project provides "a lot of bang for the buck," as it would link segments that are already there and includes a significant financial commitment from the sponsors.

Mayor Jerry Willey stated that the city of Hillsboro had changed direction on their Baseline-Oak project proposal, and would seek \$500,000 to fund a study of the project rather than \$4.5 million for construction. John Southgate stated that the project is a challenge, and that additional work would be needed to define specifics of an improvement. He stated that the city is looking at converting the downtown one-way grid back to a two-way system, and feels that the converting Baseline-Oak to 2 lanes each direction with on-street parking and more pedestrian-friendly features would be a good complement to that change. He stated that a number of uncertainties remain, however. He stated that the city would like to proceed with a proposal to fund continued study of Baseline-Oak project, and if it couldn't or chose not to proceed, it would like to use development of the Rock Creek trail master plan as a backup.

Mary Ordal, City of Hillsboro Parks, stated that the Rock Creek Trail has been on city plans for over 20 years. She stated that funding the Rock Creek Trail planning would enable the city to convert the general alignment on the map to a more specific location on the ground for trail segments where this hasn't been done. She noted that the trail serves Environmental Justice communities, and that the city is partnering with the County right now to provide mid-block crossings for trail segments that cross Evergreen and Cornell Road. She stated that construction is occurring on some segments of the trail.

Mayor Willey summarized the city's request as stepping back from the originally envisioned construction project on Baseline-Oak, requesting \$500,000 for additional planning for the improvement instead, and should that prove not to be feasible or desirable, to fund additional project development for the Rock Creek Trail. He estimated the cost of the Rock Creek Trail work to be approximately \$300,000.

Tom Pessemier provided an overview of the regional trails system serving Wilsonville, Sherwood, Tualatin, and Beaverton, noting connections between the Willamette and Tualatin Rivers. He then described proposed Cedar Creek/Tonquin Trail improvements from the Old Town area of Sherwood to 99W, from there to Roy Rogers Road, and from the Old Town area to Oregon Street and Tualatin Sherwood Road. He stated that the improvements would cost approximately \$5.7 million.

He stated that the project would address the long-standing challenge of providing additional crossings of the creek that bisects the city to provide more direct connections between parts of the city separated by the creek. Mr. Pessemier demonstrated how three segments would improve connections between and access to schools, retail developments, a senior center and low income areas. Mr. Pessemier stated that the city earlier had some questions regarding the feasibility of some of the links, but had conducted a \$150,000 feasibility study that demonstrated the proposals can be implemented.

Keith Mays stated that the proposal is a great project for which the city has been planning and acquiring right of way for some years. Roy Rogers asked whether the project could be phased or logically scaled back. Mr. Pessemier stated that the smallest viable phase would cost \$2.8 million. Mayor Mays distributed a sheet containing a graphic he said showed the distribution of transportation funding among local governments in the County over the last ten years. He stated that the city had received approximately one percent of that funding, and that he believed it was Sherwood's turn to have their project supported.

Keith Mays moved to support the city of Hillsboro's request for \$500,000 for development projects and the city of Sherwood's request for \$5.1 million for the Cedar Creek/Tonquin Trail project. Jef Dalin seconded the motion.

Denny Doyle stated that he could not support the motion, and noted that the Crescent Connection was the highest ranking project among the candidates.

Lou Ogden stated that he didn't know how he could say no to the Crescent Connection, and asked Mayor Mays for clarification of the pie chart. Mayor Mays stated that he thought all of the projects were good proposals, but that he believed there should be a fair distribution of resources across the county, and for that to be the case there should be additional funding for projects in the Sherwood area.

Roy Rogers noted that the WCCC had publicized its intent to provide time for public comment on the projects at the meeting, and asked whether anyone had comments to offer.

Nathalie Darcy stated that she is from Garden Home and supports funding for the Crescent Connection. She congratulated the leadership and staff of the sponsoring jurisdictions for putting together an excellent proposal. She stated that the trail would serve lots of interest groups.

Tim McGilvrey, from Citizen Participation Organization 4M, stated that the section of the Crescent Connection along King, Alger and 11<sup>th</sup> is the most significant transportation element of the proposal. He stated that Fanno Creek will flood over sections of the trail and wondered why Bel Aire Dr. wasn't included in the proposal, as that street would remain open for use all year.

Jim Haynes, Sherwood Chamber of Commerce president, spoke in favor of the Cedar Creek/Tonquin Trail proposal. He stated that the improvements would add significant value by providing connectivity and access within the city, and that community development and business interests support the project.

Dick Schouten, member of the County Board of Commissioners, asked whether it would be possible to supplement regional flexible funds with sufficient local dollars to allow multiple projects to be funded for construction. He stated that the connection between MAX and bicycles is a powerful one that should be enhanced, and stated that if only one project could be funded he would have to support the Crescent Connection.

Mayor Willey asked for clarification that the local match for the Crescent Connection is approximately \$4 million. Mayor Doyle stated that it was. Mayor Willey asked whether receiving \$2.6 million of available Regional Flexible Funds would be sufficient to fund a reduced version of the Crescent Connection project. Mayor Dirksen stated that matching funds are in some cases connected to segments of the trail, and that removing those would result in reductions in matching funds.

Keith Mays stated that the challenge for small cities is that they will never compete well. Doug Mienke stated that THPRD might be able to increase its contribution to matching funds. Mayor Willey stated that it seems possible to do both the Crescent Connection and the Cedar Creek/Tonquin Trail construction projects and fund a Hillsboro \$500,000 development project if each received of the construction projects received \$2.5 million.

Roy Rogers restated the motion made earlier by Mayor Mays.

Jef Dalin stated that he was torn between the projects. He said he understands Mayor Mays' perspective and frustration regarding funding for small city projects. Mayor Mays stated that of the \$65 million distributed in Washington County during the last decade, \$185,000 went to the city of Sherwood.

Denny Doyle stated that the process doesn't require a decision until the August 8 WCCC meeting and asked whether WCCC members might want to take more time to consider the issue and take it up again on August 8.

There was some discussion regarding whether it might be possible to add some provision committing the WCCC to make a commitment to fund a project that didn't get funded this regional flexible funds allocation cycle during the next cycle.

Kathryn Harrington stated that Washington County and the WCCC have the opportunity to show the rest of the region what a "significant project" is.

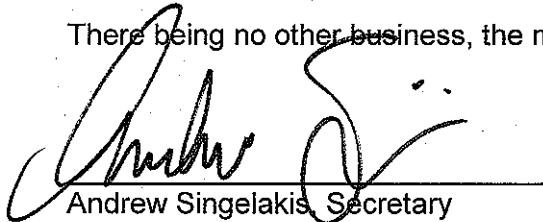
Lou Ogden asked for clarification regarding what would be done in the interim if a decision were to be deferred until the next WCCC meeting.

Peter Truax stated that the Metro COO's recommendation includes a management policy of equitable distribution of resources across the region. He stated that he believed Sherwood's point about the distribution of funds during the previous decade was well taken.

Kathryn Harrington stated that the Regional Flexible Funds Allocation process is new, and that the criteria used are new. She stated that there are questions that need to be answered, such as what benefits each project would provide for \$2.8 million.

Roy Rogers called for a vote on the motion, which was to provide \$500,000 for the Hillsboro development project and \$5.1 million for the Sherwood-sponsored Cedar Creek/Tonquin Trail construction project. The motion was approved 6-4-1; with Keith Mays (Sherwood), Jef Dalin (Cornelius), Jerry Willey (Hillsboro), Pete Truax (Forest Grove), Lou Ogden (Tualatin) and Chuck Van Meter (Durham) voting in favor of the motion. Brian Biehl, (Banks); Denny Doyle (Beaverton); Craig Dirksen (Tigard) and Tim Knapp (Wilsonville) voted in opposition to the motion. Roy Rogers (Washington County) abstained from voting.

There being no other business, the meeting was adjourned at 2:40 PM.



Andrew Singelakis, Secretary  
Washington County Coordinating Committee  
Pg071111



# Memorandum

**To:** Washington County Coordinating Committee  
**From:** Steve L Kelley, Senior Planner *Steve L Kelley*  
**Date:** August 1, 2011  
**Re:** Transportation Development Tax: Business Community Concerns

## RECOMMENDATION

1. Deliberate regarding whether or not the WCCC considers that the TDT "rates are too high". If the WCCC concludes that they are too high, direct the WCCC TAC on next steps.
2. Direct the WCCC TAC to refine options for address "tenant improvement" concerns and return with a recommendation by the October WCCC meeting.
3. Deliberate regarding "reducing rates for transit station communities and low income housing". If the WCCC is interested in moving forward with either issue, direct the WCCC TAC to return with options for consideration.
4. Direct the WCCC TAC to continue to improve TDT education and information.

## OVERVIEW

The Washington County Board of County Commissioners has requested that the Washington County Coordinating Committee (WCCC) review the Transportation Development Tax (TDT), and discuss options that would benefit small businesses and economic development within Washington County. Attached is an information piece, developed by staff, that generally describes the TDT. On a broad policy level there seem to be several related concerns staff has heard over the past year:

- The rates are too high
  - Tenant Improvements
  - Reduced rates in transit station communities or for low income housing
  - Improved education for new developers
1. **The rates are too high.** This is often part of a broader discussion that businesses are being asked to contribute too much in fees overall, including the TDT. The TDT was designed to increase revenue available to fund transportation improvements. The TDT is structured to phase-in incrementally over a 4-year period. The TDT was approved by 70% of the voters in 2008. Once fully phased-in, the TDT is targeted to pay for 28% of the cost of the improvements on the project list. The technical group discussed this issue, and felt the rate setting discussion should be addressed at a policy level.

Any of the options below would likely require a new methodology, and therefore these changes would not be able to occur before late fall / winter. Several options to reduce the rates have been discussed. The revenue impact of these options has not been determined.

- Extend the phase-in period from the adopted 4-year schedule by adding an additional year.
  - Continue the existing rates for an additional year, and have no increase July 2012.
  - "Roll-back" the existing rates to the 2010/11 rates, and proceed with the phase-in with a one-year delay.
- Continuing the discount program at some level through June 2013, with an annual review by the WCCC and Board of Commissioners.

2. **Tenant improvements.** In some instances, the TDT charge is being passed from the building owner to the occupant or tenant of the structure. In these circumstances a concern has been expressed that the TDT charge was disproportionately high compared to the cost of the tenant improvement. This was not the intent of the TDT program, as the program is targeted as a charge on building construction, and this instance generally occurs during a change of use. The technical group is researching and discussing this issue, but has not been able to fully review and develop recommended options yet. Many of the options would require very detailed language to be considered at length. The technical group has asked if this is an issue the policy group would like to consider further. If the WCCC wants to address the concern, staff recommends directing the TAC to come up with specific recommendations.
  
3. **Reduced rates for transit station communities and/or low income housing.** During the development of the TDT the idea of special or reduced rates in designated transit station communities and/or for low income housing was tabled for future discussion. The technical group considered this issue and felt subsidies were policy choices, and have asked if the policy group would like to consider options on either or both of these items. Some discussion thoughts on the matter:
  - a. If the desire is to promote or subsidize development within the transit station community areas, is a reduced TDT charge the most effective / beneficial method?
  - b. If the desire is to promote / aid low income housing, is a reduced TDT charge the most effective / beneficial method?
  - c. If special reduced TDT districts were formed, how would that interact with future amendments changing the land use designation or low income housing policies (i.e. could changing station community boundaries, or low income housing regulations, affect the rate and therefore not be allowed without a TDT vote?)
  - d. The TDT is only designed to account for 28% of the total needs. Reducing the charge would reduce revenues and affect the rate; estimating the impact could be difficult. Part of this conversation would be if and how to replace the revenue lost towards the subsidy.
  - e. Many of the improvements on the project list are designed to serve or connect transit station communities.
  - f. Transit Capital improvements are part of the project list. If the rate decreases because of a perceived decrease in auto use, then the rate could be increased for greater transit use.
  - g. Nationally, scholarly analysis of reduced impact fees indicates that such subsidies are generally ineffective, and other techniques are better at addressing desired types or forms. The technical group can provide a review of appropriate literature if desired.
  
4. **Improved education for new developers.** Some developers have complained that information was not available regarding the TDT charges, and in some circumstances the TDT charge came as a surprise near the end of the development process.

Washington County staff has completed training sessions with the development community, and provided many resources. Furthermore, the county has developed a number of information items and educational avenues to inform land owners and property developers about the TDT (and other charges). Most development firms that are active in Washington County are well informed of the TDT, and include the TDT rates into their development calculations. New developers, tenants, and property owners may not be aware of all the procedures, charges, fees, taxes and other requirements necessary for their development or improvement. Improved education for these new developers, early in the development process, continues to be an on-going task.

The technical group is reviewing how to best provide continued education and information, about all the necessary development fees and procedures, particular for tenant improvements. This is an on-going activity, and no policy recommendation has been forwarded at this time.

# Washington County TRANSPORTATION DEVELOPMENT TAX (TDT)

## BACKGROUND & INTRODUCTION

### What is the TDT?

The Transportation Development Tax (TDT) is a tax assessed on all new development occurring within Washington County. Washington County voters re-approved the program, increasing the rates, in 2008, with 70% in favor. Major elements of the program include the following:

- The TDT is based on a uniform rate structure assessed by *all jurisdictions* within Washington County. The tax is charged to a developing property the same whether it is located within cities, unincorporated urban or rural areas.
- The TDT collects fees from *new* development based on the development's projected impact on the transportation system. Developing properties are required to pay based on the number of trips they are projected to generate.
- Proceeds from TDT are used to fund highway and transit capital improvements that provide *additional capacity* to the major transportation system. The program does not fund minor reconstruction or maintenance projects.
- Proceeds from the program pay for a *portion* of transportation needs. The county and cities rely on other revenue sources to fund the majority of transportation improvements.
- The TDT is set up to be reasonable and affordable so as not to prohibit future development from occurring within the county.
- The TDT is automatically adjusted for inflation on an annual basis (July 1) in order to insure that it keeps up with increases in the costs of improving facilities.

### Who collects the tax?

TDT is collected by the jurisdiction in which a development is being built – whether the county itself or one of the cities. All jurisdictions administering the program have agreed to abide by the same Procedures Manual, in order that the TDT is administered in a consistent manner.

### How is it calculated?

Developing properties pay based on their category of use. The rates stipulated in the TDT Ordinance are based on the average trips for a use of that category as identified in the Institute of Transportation Engineers Trip Generation Manual 7th Edition. TDT rates are dependent on a development's land use category.

### **When is it collected?**

The TDT is paid prior to issuance of a building permit unless, in limited circumstances, payment may be deferred until issuance of occupancy permit.

### **If developers are required to build transportation infrastructure as part of their development, can they receive credit towards the TDT?**

Credits may be issued if a developer is required as a condition of development approval to make capacity improvements. Credits may only be issued for improvements that meet specific eligibility requirements. In general, the improvement must provide additional capacity to an eligible facility, and must have been required as a condition of development approval. After improvements are made, the developer must submit receipts for the work completed for credit eligibility determination.

If you have questions about whether an improvement is eligible for TDT credit, it is best to check with city or county staff.

### **Is the TDT program ever modified?**

TDT is regulated by the Countywide Transportation Development Tax Ordinance (Ordinance No. 691). Each year the Board of County Commissioners reviews a report on collections and expenditures in the TDT program. The fee follows a formula and increases automatically up to 10% each year to keep up with increases in the costs of building transportation facilities. The Board of County Commissioners may modify the administrative provisions, so long as the affect does not increase the charge, by ordinance.

### **Where can I go for more information?**

Call Washington County's Department of Land Use and Transportation's Planning Division, 503-846-3519 or visit the web site at <http://www.co.washington.or.us/LUT/Divisions/LongRangePlanning/PlanningPrograms/TransportationPlanning/transportation-development-tax.cfm>

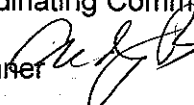
**08/01/11**



# WASHINGTON COUNTY OREGON

---

July 29, 2011

TO : Washington County Coordinating Committee  
FROM : Andy Back, Principal Planner   
SUBJECT: **Appointment of a Washington County Cities Representative to TPAC**

Mike McKillip is the Washington County cities' representative on TPAC. Margaret Middleton is his alternate. With Mike's retirement pending, a new representative will need to be selected by the end of September. As this is the cities' representative, it is appropriate that the cities define and conduct the selection process.

Article III of the TPAC bylaws states that the primary cities' representative is to be appointed by approval of a "consensus of the mayors." An alternate may be appointed, though no appointing body is identified. Other than that, there's not much direction.

At the July 28 WCCC TAC meeting some members expressed interest in participating either as the primary member or as an alternate. The WCCC TAC will continue the discussion to confirm levels of interest at the August 25 meeting, after which we expect one of the cities to poll the mayors.



## **2011 MPAC Tentative Agendas**

*Tentative as of July 6, 2011*

<p><b><u>MPAC Meeting</u></b> July 13</p> <ul style="list-style-type: none"> <li>• Legislative recap</li> <li>• COO Recommendation for 2011 Growth Management Decision (information)</li> </ul>	<p><b><u>MPAC Meeting (Possible MPAC field trip - local sharing of projects)</u></b> July 27</p>
<p><b><u>MPAC Meeting</u></b> August 10</p> <ul style="list-style-type: none"> <li>• <i>HUD Grant</i></li> <li>• <i>The Intertwine System Development</i></li> </ul>	<p><b><u>MPAC Meeting</u></b> August 24 (Cancelled)</p>
<p><b><u>MPAC Meeting</u></b> September 14</p> <ul style="list-style-type: none"> <li>• COO Recommendation for 2011 Growth Management Decision (discussion)</li> </ul>	<p><b><u>MPAC Meeting</u></b> September 28</p> <ul style="list-style-type: none"> <li>• COO Recommendation for 2011 Growth Management Decision (recommendation)</li> </ul> <p><b><u>League of Oregon Cities Annual Conference</u></b> <b>September 29-October 1</b> <b>Bend</b></p>
<p><b><u>MPAC Meeting</u></b> October 12</p>	<p><b><u>MPAC Meeting</u></b> October 26</p> <ul style="list-style-type: none"> <li>• <i>Climate Smart Communities Scenarios Findings and Recommendations to 2012 Legislature (discussion)</i></li> </ul>
<p><b><u>November</u></b></p> <p><i>Possible joint MPAC/JPACT meeting on Climate Smart Communities Scenarios: results and preliminary recommendations</i></p>	
<p><b><u>MPAC Meeting</u></b> November 9</p> <p><b><u>Associated Oregon Counties Annual Conference</u></b> <b>November 15-17, Location to be determined</b></p>	<p><b><u>MPAC Meeting</u></b> November 23 (Cancelled)</p>

**MPAC Meeting**

December 14

- *Climate Smart Communities Scenarios Findings and Recommendations to 2012 Legislature (Recommendation) (or 1/11/12)*

Projects to be scheduled:

- Southwest Corridor Plan
- East Metro Connections Plan
- Community Investment Initiative
- Industrial and employment areas for development-ready land for job creation
- Affordable housing/housing equity
- Downtowns, main streets, station communities development implementation
- Solid Waste Road Map

Parking lot:

- \* Planning areas adjacent to UGB  
(e.g., hamlet in undesignated areas)
- \* Invasive species management

**Note: Items listed in *italic* are tentative agenda items.**

## **2011 JPACT Work Program**

7/7/11

<b><u>July 14, 2011 – Regular Meeting</u></b> <ul style="list-style-type: none"><li>• State legislative recap – Information</li><li>• HCT System Expansion Policy Guidance – Action</li></ul>	<b><u>August 11, 2011 – Regular Meeting</u></b> <ul style="list-style-type: none"><li>• Announce LUFO at August 11 Council Session</li><li>• MTIP Amendment to Allocate TSMO Funds for Management</li></ul>
<b><u>September 8, 2011 – Regular Meeting</u></b> <ul style="list-style-type: none"><li>• Release of Draft Recommendation of RFFA for Public Comment<ul style="list-style-type: none"><li>◦ Vehicle Electrification RFF Allocation</li></ul></li><li>• Policy Discussion on Tier 1 Regional Flexible Fund Allocation – Discussion</li><li>• TriMet’s Pedestrian Network Analysis – Information</li></ul>	<b><u>October 13, 2011 – Regular Meeting</u></b> <ul style="list-style-type: none"><li>• Oregon state legislative agenda – Discussion</li><li>• Federal legislative agenda – Discussion</li><li>• Climate Smart Communities Scenarios Evaluation Briefing - Information</li></ul>
<b><u>November 10, 2011 – Regular Meeting</u></b> <ul style="list-style-type: none"><li>• Climate Smart Communities Scenarios Findings and Recommendations to be Submitted to 2012 Legislature – Discussion</li><li>• Portland Air Toxics Solutions (PATS) project – Information</li></ul> <b><u>Hold: Joint JPACT/MPAC Meeting</u></b> Climate Smart Communities Scenarios Results and Preliminary Recommendations	<b><u>December 8, 2011 – Regular Meeting</u></b> <ul style="list-style-type: none"><li>• Climate Smart Communities Scenarios Findings and Recommendations to be Submitted to 2012 Legislature - Action</li><li>• Oregon state legislative agenda – Adoption</li><li>• Federal legislative agenda – Adoption</li><li>• 2014-15 Regional Flexible Fund Allocation – Action</li></ul>

### Parking Lot:

- Update and discussion on Electric Vehicles and ETEC charging station project
- Discussion of subcommittees for JPACT – equity, economy and climate change response
- RTP amendment for CRC.
- CRC LUFO.
- Regional Indicators briefing in mid 2011.
- 2012-15 MTIP/STIP Approval and Air Quality Conformity – Action (Feb. 2012)



# WASHINGTON COUNTY OREGON

July 21, 2011

TO : WCCC Transportation Advisory Committee

FROM : Andy Back, Principal Planner 

SUBJECT: **WCCC TAC MEETING**

**DATE:** Thursday July 28, 2011

**Note Meeting Room!**

**TIME:** 1:30 – 3:00 p.m.

**PLACE:** Beaverton Library -- Meeting Room A  
12375 SW Fifth Street -- Beaverton

## AGENDA

- \* 1. Transportation Development Tax (TDT): Discussion  
Small Business and Phase-in Issues
- \* 2. Regional Climate Change Scenarios Information
- \* 3. Transportation Policy Alternatives Committee (TPAC) Information  
Washington County Cities Representative
- \* 4. TPAC Meeting Information
- 5. Updates: Information  
ODOT, Metro, TriMet,  
THPRD, Port of Portland
- 6. Other Business

The next regular WCCC TAC meeting is scheduled for 1:30 PM Thursday August 25, 2011.

\* -- Material enclosed in packet

**DRAFT AGENDA  
FOR NEXT MONTH**

TO : Washington County Coordinating Committee

FROM : Andrew Singelakis, Director  
Department of Land Use and Transportation

**SUBJECT: MEETING NOTICE**

**DATE:** Monday , 2011  
**TIME:** 12:00 Noon  
**PLACE:** Beaverton Library Conference Room  
12375 SW Fifth St. - Beaverton

**AGENDA**

1. Visitors comments
2. Approval of Minutes Action
- 3 Information
4. Land Use Items Information
5. MPAC Agenda Information
6. JPACT agenda Information
7. Other Business: Information
  - Agency Monthly Updates
  - Transportation Advisory Committee Agenda
  - Next WCCC Agenda: Draft