

## M E M O R A N D U M

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TO: **MAYOR AND CITY COUNCIL**  
FROM: **ERIC KING**  
SUBJECT: **WEEKLY REPORT**  
DATE: **SEPTEMBER 27, 2019**



CITY OF BEND

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### **Upcoming City Council meetings and other events**

- September 30, Special Council Meeting on Transportation Funding Options at 3:00 p.m. at City Hall in the Council Chambers
- October 2, work session at 4:00 p.m., regular meeting at 7:00 p.m. at City Hall in the Council Chambers
- October 16, work session at 3:00 p.m., regular meeting at 7:00 p.m. at City Hall in the Council Chambers
- October 21, Council Community Building Subcommittee at 3:00 p.m. at City Hall in the Council Chambers

### **Innovation Update from Jesse Thomas**

Recently the Office of Performance Management (OPM), Growth Management, and the Bend MPO kicked off a Regional Transportation Data Consortium project with ODOT. ODOT Region 4 will work with the City of Bend, Bend MPO, and Deschutes County to provide a central transportation data repository that each agency can access. The types of transportation data included in the project are performance, inventory, and maintenance records, with a focus on performance data. The intent is to enable agency staff to perform work tasks more efficiently, and ultimately to improve transportation plans, policies, and decisions.

By sharing data regionally operational efforts, regional planning efforts, and large initiatives such as the Bend Parkway Plan and the Transportation System Plan (currently being updated) would also benefit from better inter-agency data sharing. ODOT selected a platform called Regional Integrated Transportation Information System (RITIS) to store and host data for all partners. All partners will review the usefulness and feasibility of this project over the coming months.

### **PERS Side Account Update**

Chief Financial Officer Sharon Wojda sent the following memo giving an update on the PERS Side Account. The City will submit an application for the State match in early December:

As discussed during Budget Deliberations in May 2019, the City is planning to contribute funds to a side account at PERS which will reduce the City's future contributions and long-term liability. Last month PERS released details of the Employer Incentive Fund (EIF) program including the amount of matching funds available. Details of the EIF and the City's plans to invest are detailed below.

#### Employer Incentive Fund (EIF) Program Details:

- The State has \$100M available for matching funds
- The first 90 days of the application cycle began September 3 and are reserved for employers with an unfunded actuarial liability (UAL) that exceeds 200% of their payroll. Bend's UAL is 122% of payroll therefore we are not included in the first cycle
- Applications are approved on a first come, first served basis. As of September 20<sup>th</sup>, there is \$85.5M in matching funds remaining
- Applications for the second group of employers will begin on December 2, 2019
- There are approximately 490 employers in the second group, including Bend
- Funding of the side account must be made by December 31, 2019 in order to offset employer contributions rates for the 2021-2023 biennium

#### Bend's participation:

- The maximum match received from the State is \$2.8M (which would require a lump sum deposit of \$11.2M)
- The 2019-2021 biennial budget includes a lump sum deposit of \$4,297,000
- If matching funds are available when the City applies, the 25% match on the City's deposit would be \$1,074,250
- The process with PERS to establish our side account and complete the steps necessary to make our \$4.3M deposit has begun. As a result of this initial \$4.3M deposit, the City will see a reduction in the current PERS contribution rates beginning 12/1/19 (the actual amount of savings is pending the updated actuarial valuation which has been ordered through the State)
- If matching funds are available when in December, the reduction in contribution rates associated with the State's match will begin 7/1/21 for the 2021-2023 biennium
- Finance staff are prepared to submit the City's EIF match application first thing on 12/2/19 in hopes of getting the application in as early as possible since matching funds are on a first come basis.

If you have any questions, feel free to contact either Sharon Wojda or Tracy Stabler, Assistant Finance Director.

#### **Streets Department prepares for snow**

The forecast for this weekend is changing by the hour with a chance of snow Saturday through Monday. Streets is working to finish construction season activities, winter ops equipment is ready to go this weekend if needed. The on call crew is aware of the forecast and potential weather.

#### Current forecast:

- Saturday high 47 / low of 31, showers
- Sunday high 43 / low of 30, the low temp in Sunday morning around 6am-7am, then warms up. Chance of snow early transitioning to rain.
- Monday high of 44 / low of 30, cloudy

If Bend does get snow, it shouldn't last long with the day temps above freezing. The Streets department will respond accordingly.

## Permitting Software Replacement Project Update

Earlier this year the City of Bend launched a roadshow to introduce customers and stakeholders to the Permitting Software Replacement Project—a complex undertaking to replace the outdated software systems with a modern and more efficient and customer-friendly system called the Online Permit Center. The project scope touches everything from:

- Building and Engineering Permits
- Land Use applications
- Business Registrations and Specialty Licenses
- Submitting code complaints
- Scheduling inspections

Customers can expect to see a number of benefits in the new system including streamlined online submittals, payments, reviews and inspection scheduling, and the ability to find project status information faster and easier. Please find attached **5 Things to Know** about the Permitting Software Replacement Project.

Originally fall of 2019 was targeted for the launch of the Online Permit Center, the schedule has been adjusted due to the complexity of the validation phase. The Community Development Department's top priority is making sure the product is fully vetted before releasing it to the public. Customers can expect the Online Permit Center software to launch in the first half of 2020. Until this point, business with the City will continue as usual.

The best way to stay up-to-date on the project is through the project webpage at <http://www.bendoregon.gov/permitcenter>. Content will continue to be added and training information to this page as the launch of the Online Permit Center gets closer. Feel free to reach out to Project's main contact Russ Grayson [rgrayson@bendoregon.gov](mailto:rgrayson@bendoregon.gov) or 541-693-2121 with any questions or to request an in-person visit.

## Portland Avenue Public Meeting

On Monday the notice shown here will be mailed out inviting the community to an Open House where residences will have their questions answered regarding the Portland Avenue Study. Council is welcome to attend the Open House on Tuesday, October 15<sup>th</sup> at 6:30 p.m. This event will be held at the Westside Village Magnet School Library.

### PORTLAND AVENUE STUDY OPEN HOUSE

Tuesday, October 15, 2019  
6:30 to 8:30 p.m.


Westside Village Magnet School  
library  
1101 NW 12th Street

The Central Westside Plan identified the need to study Portland Avenue to evaluate speeding, intersection control, and bicycle access along this important east-west corridor.

This Open House will present the study findings and preliminary designs for interim striping and intersection changes that will be implemented this fall (2019) and next spring (2020).

Come meet neighbors, learn about the project, ask questions, and provide feedback.

Map of Portland Avenue study limits



Map of Portland Avenue study limits showing the route from NW 12th Street to NW 22nd Street, with study intersections marked at NW 12th St, NW 14th St, NW 16th St, NW 18th St, NW 20th St, and NW 22nd St.

### Roanoke and 3<sup>rd</sup> Street Lot Summary Report

Property Manager Jaime Gomez-Beltran created a summary report that outlines the challenges and expenses of lot development in the attached power point presentation. The photos in the report do a good job but don't do justice to the complexity of the site with where the right of way exists, where driveways are located (and would need to be relocated) and the fact that if we "reclaimed" the entirety of the lot it's still small.

### Housing Article

Attom Data Solutions released its [Q3 2019 U.S. Home Affordability Report](#) showing median home prices are not affordable for average wage earners in 74% of the U.S. counties analyzed the report. Chief Product Officer at ATTOM Data Solutions Todd Teta points out that, "Prices are going up substantially faster than earnings in 2019 without any immediate end in sight..."

### Murphy/15<sup>th</sup> Street Round-about Update

Last week K&E and their sub-consultants finished the concrete paving at the 15th/Murphy intersection and paving of Chloe Lane and Ferguson last. This week starts the asphalt paving of the roundabout and moving northbound traffic over to the roundabout next week to allow them to finish the eastern edge of the intersection improvements.



## Recorder of the Year



Robyn Christie and Nicole Morris,  
President of OAMR

City Recorder, Robyn Christie, received the Oregon Association of Municipal Recorders' "Recorder of the Year" Award for her professionalism and dedication to her career.

Robyn received her award this week at the organization's annual conference. The award recognizes outstanding service and performance over and above the person's job description. Robyn manages public records, elections and supports public committees. She has been recognized for her responsiveness to public records requests.

## Police Commendation

This week Sargent Eric Hagan and Community Service Officer Keith Whitford were commended for act of kindness, compassion and service to an elderly and vulnerable citizen of Bend. Officers Hagan and Whitford picked up medical supplies and took the time to assemble the medical support devices and deliver the needed medication making one residents bad day a little better. Attached is the commendation letter from Chief Porter along with the thank you note from the resident. What another great story of how our officers go above and beyond.

## Acknowledgment

Pacific Crest Affordable Housing's John Gilbert and team sent the following thank you for the work on the Canal Commons:

*Thank you very much for your heroic efforts to pull this deal together! Funds have been deposited into escrow and we expect everything to be recorded today, and tomorrow. This project has had more moving parts than usual and as such it required more patience, perseverance, communication, and collaboration than usual to bring it to fruition. We at Pacific Crest Affordable Housing thank all of you for all of your hard work and your dedication in working for months to get to this point! We look forward to celebrating with you in person on site soon!*

Russ Grayson sent Pacific Crest's thank you to his team noting how this was a fantastic example of the cross-departmental coordination and communication that was needed between CDD, EIPD, Legal, ED and the City Manager's office. It also showed the level of effort needed to pull off an affordable housing project with all the different funding and project requirements. Russ ended his comments with, "This project wins the award for the highest level of difficulty/issues per unit of affordable housing ratio."

## BEDAB Update from Ben Hemson Climate Action Plan & Stewardship Subcommittee

On Monday, the [Council Stewardship Subcommittee](#) met to review the Climate Action Plan ahead of a planned work session with Council in early November. Councilor Piper shared the BEDAB areas of concern along with the general feedback that the plan

should seek to prioritize any city investments based on their return on investment. The key BEDAB concerns were:

- The impact of solar easements on dense development.
- Home Energy Scores as a potential requirement under the plan and a potential increased cost during the home buying process.
- The general availability of low carbon concrete-note that the plan seeks to allow low carbon concrete an option in city standards and specifications; not necessarily a requirement.

Solar easements were removed as a recommendation in the plan since the BEDAB last heard from City staff based on BEDAB's feedback. Although there still are some references to them in existing city code which I'll look into and report back on.

Given that the BEDAB feedback on the climate action plan is already well formed we won't have an Advocacy Subcommittee meeting on Monday to delve into the topic further; however, you'll receive an update on the plan and next steps ahead of the Council work session on November 6<sup>th</sup>.

### **2018 American Community Survey Data Release**

The Census Bureau released the data for the 2018 American Community Survey (ACS) on Thursday morning. While the data gathered via the ACS isn't as comprehensive as what we can expect to see from the full 2020 census, it's a useful tool for somewhere like Bend that has seen so much change so quickly.

The folks at the Oregon Office of Economic Analysis are already diving into the data and the general economic news statewide is good:

*The latest Census data shows that Oregon's economy continues to get better, with the gains reaching all corners and populations of the state. After 10 years of expansion, Oregon is now enjoying the best economy since the late 1990s and in some respects, reaching historic highs. Major economic markers like median household income and the poverty rate are showing ongoing improvements that outstrip gains across much of the country. Now, it is true, Oregon is transitioning down from peak growth rates a couple years ago in terms of job growth, but the tighter labor market is driving higher incomes as Oregonians work more hours and at higher wages. All of this data is backward looking and has little impact on the current economic outlook. However, it is always important to take stock of socioeconomic conditions and right now, the data is highly encouraging*

You can find a rundown of [statewide economic data in a blog post here](#) and a look at [household income data by region here](#).

### **Upcoming Council Discussions**

Next Monday the City Council will hold a special meeting from 3-5 to begin their discussions around transportation funding and the potential for a future infrastructure bond. While I wouldn't expect to hear any final decisions this topic is certainly moving forward, you can expect an update on how the conversation goes. [That meeting agenda is available here](#).

The regular Council meeting is scheduled for Wednesday ([agenda here](#)). There will be work session discussion on updating the housing code for cottage housing, shared courts, and neighborhood commercial sites; a topic the Affordable Housing Advisory Committee has been working on. During the regular session there's a slate of large infrastructure related decisions, including the first steps on Phase 2 of North Interceptor construction, important news for expanding sewer capacity in Juniper Ridge and Northeast Bend.

### **Highlighting the Outdoor Industry for City Leaders**

I had the chance to [pull together a tour of outdoor products companies yesterday](#) as part of the League of Oregon Cities annual conference held at The Riverhouse. We took about 35 councilors, mayors, and various city staff to the new Embark coworking space, Ruffwear, and Hydroflask. Attendees also heard from Roger Lee with EDCO and Gary Bracelin from [Bend OutdoorWORX](#) on how such a robust network of outdoor products businesses came to be in Bend.

The key takeaway: The collaborative nature here in town, sometimes between competing businesses, is not normal! Roger and Gary did a fantastic job of highlighting how getting some folks around the table seven years ago snowballed into [the Oregon Outdoor Alliance](#) and a long list of established outdoor companies and startups.

### **Attachments**

- Council Schedule
- Roanoke and 3<sup>rd</sup> Lot Assessment
- Commendation Hagan Whitford



Date	City Council / BURA Schedule	Agenda Material Due Dates (Legal/Finance) Final
October 16	<p>Quarterly Check-in/Work Session, 3 p.m.</p> <ul style="list-style-type: none"> <li>• City Facilities</li> <li>• TDS Broadband cable franchise renewal</li> <li>• Fireworks</li> </ul> <p>BURA Meeting (1 hour)</p> <ul style="list-style-type: none"> <li>• Development Code Recommendations from Urban Renewal Advisory Board related to the Bend Central District</li> </ul> <p>Regular Meeting</p> <ul style="list-style-type: none"> <li>• Amendments to CDBG Annual Action Plans from 2016, 2017, and 2018</li> <li>• Public hearing Housing Code Update</li> <li>• Citywide Safety Improvement - Resolution to approve right of way acquisition by condemnation if necessary for 3rd &amp; Pinebrook</li> <li>• Second reading, vacation of a right-of-way for an alley west of 4th Street to the Parkway</li> <li>• Continuation of Les Schwab - Council Deliberation, Discussion of Criteria for Findings, close of hearing, Oral decision and direction to staff</li> <li>• Design of CSEP 2019 Pump Station Improvements</li> <li>• Public hearing on vacation of a right-of-way for an alley west of 4th Street to the Parkway</li> <li>• Amendment to SDC List</li> <li>• Meter Transmission Units Purchase</li> </ul>	(October 2) October 8
October 21	Council Community Building Subcommittee	
November 6	<p>Work Session</p> <ul style="list-style-type: none"> <li>• Community Climate Action Plan</li> </ul> <p>Regular Meeting</p> <ul style="list-style-type: none"> <li>• Thank you from COVO for support of Veterans Day Parade</li> <li>• First reading, TDS Broadband cable franchise renewal</li> <li>• First readings of the Verizon franchise agreement for small cell wireless facilities</li> <li>• Second reading, public hearing Housing Code Update</li> </ul>	(October 22) October 30



	<ul style="list-style-type: none"> <li>• Loan for the Newport Drainage Improvements project</li> <li>• Sewer Code Updates</li> <li>• 4.7 Changes</li> <li>• Les Schwab Resolution/Findings</li> </ul>	
November 20 (Councilor Abernethy excused)	<p>Work Session</p> <p>Regular Meeting</p> <ul style="list-style-type: none"> <li>• Second reading, TDS Broadband cable franchise renewal</li> <li>• Second reading of the Verizon franchise agreement for small cell wireless facilities</li> <li>• Approve Desert Woods &amp; NEP Contractor Award</li> <li>• Murphy Corridor GMP Amendment – early work package</li> <li>• Second reading, Sewer Code Updates</li> <li>• Second reading, 4.7 Changes</li> </ul>	(November 6) November 12
November 26	<p>Council Stewardship Subcommittee, 3-5 p.m.</p> <ul style="list-style-type: none"> <li>• Downtown Events</li> </ul>	
December 4	<p>Work Session</p> <p>Regular Meeting</p> <ul style="list-style-type: none"> <li>• Readopt investment policy</li> <li>• Mid-year budget adjustments</li> <li>• Adoption of Community Climate Action Plan</li> <li>• Citywide Safety Improvements – 3rd &amp; Canal Safety Crossing</li> </ul>	(November 20) November 26
December TBD	Council Community Building Subcommittee	
December 18	<p>Work Session</p> <p>Regular Meeting</p> <ul style="list-style-type: none"> <li>• Newport Corridor Improvements – Owners Rep</li> </ul>	(December 4) December 10

Work Session future topics to be scheduled

- Quarterly Council- Board/Commission check-ins (2<sup>nd</sup> meeting January, April, July, October)
- Town Gown Committee Discussion (Jon)
- Opportunity Zones
- Airport Master Plan kick off (2019)
- Phase 2 Ameresco contract
- TID and Tumalo Creek Update
- ODOT IGA for 3<sup>rd</sup> Street (Empire to Greenwood)
- Restaurant parking requirements (as part of Code update)
- Lines for Life (Chief Porter)

- Update/check-in presentation on the Southeast Area Plan
- Pahlisch NE (Petrosa)
- Bend Parkway Plan and Right –in Right Out entrances (August or Sept. Nick Arnis)
- Council direction on City-owned property at East Lake Drive (Nov./Dec.)
- Council direction on location of City Hall

Regular Agenda future topics to be scheduled

- Public hearing on vacation of Glenwood & Alden
- Pump Station Decommissioning
- Citywide Safety Improvements – Approval of construction contract for 3rd & Hawthorne and Franklin
- Ordinance on use, possession or sales of fireworks (Sept. or Oct.)
- Sale of the Roanoke property (Nov.)
- Verizon franchise agreement for small cell wireless facilities
- Franchise Code Update

Council Stewardship Subcommittee, 3-5 p.m. last Tuesday of every other month

- Stabilization Center
- DEI

Council Community Building Subcommittee, 3-5 p.m. third Monday of every other month

- Tiny homes
- Code Updates



# We're Upgrading Our Permitting Software!

CITY OF BEND

## 5 Things to Know

**1** The **Permitting Software Replacement Project** will **improve efficiency** and consolidate multiple outdated software systems into one new system, called the **Online Permit Center**.


**2** The **Online Permit Center** is where customers can do:


- Permitting and Inspections
- Business Registration and Licensing
- Citizen Portal (for Code Complaints and property information)

**3** **Customer benefits include:**

- Streamlining online submittals, payments, reviews, and inspection scheduling
- Providing 24/7 access to the Online Permit Center
- Providing project status and information faster and easier
- Filing and tracking code complaints online
- Receiving real-time inspection results from the field

**4** **What is the schedule?**

Training for City staff and external customers  
 *First half of 2020*

Launch of Online Permit Center  
 *First half of 2020*

**5** **More information....**

To help you stay in-the-know, we've launched a project webpage.

[bendoregon.gov/permitcenter](http://bendoregon.gov/permitcenter)

Be sure to check here for more information and training materials as we get closer to launching the Online Permit Center.



# ROANOKE AND 3<sup>RD</sup> STREET LOT: SUMMARY REPORT

# SUBJECT PROPERTY BACKGROUND



- The subject property is a approximately 4,500 square feet on an irregular parcel of real property located off of NW 3<sup>rd</sup> Street on Roanoke Avenue, near NW Awbrey Road, River Terrace Lot 15, Block 4, Taxlot: 171232BA03800 also known as Roanoke Lot. The subject property was purchased from Deschutes County in 1961 for \$100.00.



## EXISTING LOT CONDITIONS



- **The infrastructure required if this property is developed, involves:**
- Water hook up, estimated to be a minimum of 110 feet away;
- Rerouting of the existing Roanoke to the true Right of Way, and paving;
- Grading of Roanoke to meet the existing neighbors' driveway, with berms and curb cuts;
- Moving a power pole owned by Pacific Power, which cannot be performed as part of the City's franchise agreement;
- Excavation, soil testing, fill, compaction, paving;
- Sidewalks, curbs; and
- Lot realignment.



# VIEWS FROM NW AWBREY AND NW 3<sup>RD</sup> STREET OF ROANOKE



# RIGHT-OF-WAY





# UTILITIES TO BE RELOCATED





- Based on recent sales in the immediate area, the market value of the subject property is estimated at \$48/sf or \$200,000.
- The infrastructure costs required to maximizing the highest and best use of the subject property is estimated at approximately \$125,000 - \$150,000 to make it shovel-ready.
- Approximate net profit after cost of improvements: \$50,000-\$75,000.

# IMMEDIATE NEIGHBORHOOD IMPACT/DISRUPTION



- **The modification and sale of the subject property will:**
- Impact approximately 20 property owners within the immediate area;
- Disrupt service delivery to the immediate area (trash, mail, meter readings, etc.);
- Impact daily vehicular traffic to approximately 150 drivers to and from NW 3<sup>rd</sup> Street to Awbrey Road via Roanoke Avenue; and
- Disrupt daily foot traffic to numerous runners, hikers, bikers, joggers, walkers to local trails from NW 3<sup>rd</sup> Street and Awbrey Road via Roanoke Avenue.





- It is recommended that no action is taken by the City at this time to improve and/or sell the subject property.
  - It is our finding that making such improvements to the lot would not be cost-effective when compared to the net profit when sold.
  - Improving and/or selling the property would be too disruptive to the immediate neighborhood and delivery of critical services.
- Instead, it is recommended that the City explores the possibility of vacating the right-of-way to those property owners abutting to the subject property.

# M E M O R A N D U M

POLICE DEPARTMENT  
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[541] 322-2960 TEL  
[541] 312-1934 FAX  
www.ci.bend.or.us

TO: **SGT. ERIC HAGAN AND CSO KEITH WHITFORD**  
FROM: **JIM PORTER, CHIEF OF POLICE**  
SUBJECT: **COMMENDATION**  
DATE: **SEPTEMBER 26, 2019**  
CC:

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Eric & Keith,

Today I received the attached thank you card from Jane Lind, of Desert Sage street, here in Bend. She wanted to thank the department and the two officers who assisted her.

She explained that on August 30<sup>th</sup>, he husband was involved in a vehicle accident while traveling to pick up her need medical supplies. As a result of the accident her husband was taken to the emergency room and not able to deliver the needed medical supplies to her.

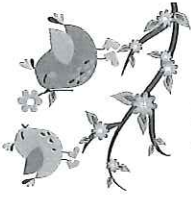
She further explained the two officers, later identified as both of you, not only delivered the supplies, but took the time to come into her house and assembled her new medical support devices before leaving.

President Kennedy once stated before congress "I think that this business of our country is for the government and the people to be associated together in great enterprises, the care of the aged, - to make their life more secure". Mahatma Gandhi is attributed with stating "The greatness of a nation can be judged by how it treats its weakest member". Some may scoff at the comparison of the services you provided to Jane Lind, to the above quotes, but I do so as to clearly show your actions were consisted with the thought and actions of two of the greatest and most honorable leaders of the 20<sup>th</sup> century.

You are hereby commended for our act of kindness, compassion and service to an elderly and vulnerable citizen of Bend. Your actions not only speaks volumes of both of your characters, but also to your commitment to our vision, mission and values of the Bend Police Department and the City of Bend.

---

Jim Porter, Chief of Police



habitat.org

Just a note...

To Day

Thank You

2/3/19

Last Friday my husband had a car accident while on the way to pick up medical supplies for me. He was taken to the ER to be evaluated.

Two police officers picked up my medical supplies and delivered them to me and their pet them together!

I am so grateful for their kindness & concern. It made a bad day a bit better.

Sincerely, Jane Ford