

STAFF REPORT

CITY OF GRESHAM, OREGON
2020/21 – 2024/25 CAPITAL IMPROVEMENT PROGRAM

Type IV Public Hearing

To: Gresham Planning Commission

From: Sharron Monohon, Budget & Financial Planning Director
Office of Governance & Management

Date: April 13, 2020

File Number: CPA 20-082

Applicant: City of Gresham

Exhibit: A – Proposed Capital Improvement Program Projects by Program

Recommendation: Staff recommends that the Planning Commission recommend approval of CPA 20-082 adopting City of Gresham Capital Improvement Program projects for Fiscal Years 2020/21 – 2024/25 to the City Council.

SECTION ONE

Background Information

Executive Summary

The purpose of this proposal is to adopt the 2020/21 – 2024/25 Capital Improvement Program (CIP) for the City of Gresham, Oregon. Projects are being proposed for the following programs.

Wastewater Collection & Treatment Plant
Water
Transportation
Footpaths & Bikeways
Parks, Trails & Open Space
General Development
Stormwater
Urban Renewal

The City of Gresham follows an established process to develop its CIP. Highlights of the CIP process include:

<u>CIP Review Process</u>	<u>Date</u>
Project Development	August – October 2019
Department & Finance Coordination	November 2019 – February 2020
Manager Review	February 2020
Planning Commission Workshop	February 24, 2020
Planning Commission Hearing	April 13, 2020
Budget Committee Approval	April 2020
City Council 1 st Reading	May 19, 2020
City Council Enactment	June 16, 2020

The CIP has been revised to include comments and suggestions made throughout the process. The following changes have been made to the CIP document since the Planning Commission work session on February 24, 2020:

- A Capital Improvement Program overview section was added
- An introduction section for each of the program areas was added
- Project numbers have been assigned to all new projects (please see the Project Recap section located on page 15 of the CIP)

- Maps previously pending have been updated
- Wastewater projects #CIPWW00032-34 had name modifications
- Transportation projects #CIPTR00003, #CIPTR00005, and #CIPTR00008 had revised cost estimates
- Transportation project #CIPTR00007 had a revision to cost estimate and timing
- Transportation projects #CIPTR00009 and #CIPTR00019 had revisions to cost estimates
- Parks project #CIPPK00001 had a change in resource
- General Development project #CIPVPK001 was completed and removed
- Urban Renewal projects #CIPUR00001 and #CIPUR00004 had revised cost estimates

Exhibit Format

Exhibit A is the proposed list of projects for Fiscal Years 2020/21 – 2024/25. Each Capital Improvement Program (CIP) program is introduced by a general summary narrative, a five-year summary of the proposed CIP projects, and individual sheets describing each CIP project.

SECTION TWO

Applicable Community Development Code Procedures

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|----|-------------------|---|
| A. | Section 11.0200 - | Initiation and Classification of Applications |
| B. | Section 11.0600 - | Type IV Legislative Procedures |
| C. | Section 11.1000 - | Public Hearings |

SECTION THREE

Applicable Community Development Plan Policies

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|----|----------------------|---|--|
| A. | Section 10.012 | - | General Plan Requirements and Features |
| B. | Section 10.330(5)(b) | - | Capital Improvement Plan design |
| C. | Section 10.330(6)(b) | - | Capital Improvement Plan elements |
| D. | Section 10.320.0-.4 | - | Transportation Systems |
| E. | Section 10.330-.333 | - | Public Facilities and Services – Water, Wastewater, and Stormwater |
| F. | Section 10.412 | - | Parks, Recreation, Open Spaces and Trails |

SECTION FOUR

Findings of Fact

The proposed Capital Improvement Program, attached as Exhibit A, is consistent with all applicable procedures and policies of the plan, as indicated in the following findings:

A. Community Development Code Procedures

1. **Sections 11.0201 - Initiation.** This section provides that only the City Council may initiate a Type IV legislative application to amend the text of the Map or Code of the Gresham Community Development Plan. Consistent with Council direction, the Capital Improvement Program is updated on an annual basis.
2. **Section 11.0203 – Classification of Applications.** This section provides that Type IV procedures are legislative and typically involve the adoption, implementation or amendment of policy by ordinance and that it generally applies to a relatively large geographic area containing many property owners.
3. **Sections 11.0600 – Type IV Legislative Procedures.** For a Type IV Comprehensive Plan Amendment this section requires a submittal to the Department of Land Conservation and Development prior to the Planning Commission hearing. This submittal was made on March 9, 2020, which was sufficiently prior to the Planning Commission hearing date of April 13, 2020.

This section also requires that hearings be scheduled, a notice published in a newspaper of general circulation in the City and a copy of the decision be mailed to those required to receive such notice. Required notice of public hearing for this action has been published in the Gresham Outlook as required by this section.

4. **Section 11.1000 - Public Hearings.** The section provides for a hearing process consistent with Section 11.1000. Both the Planning Commission and the City Council, at public hearings in conformance with provisions of this section, will consider this proposal.

B. Community Development Plan Policy

1. **Section 10.012 - General Plan Requirements and Features.** It is the City's policy to establish and maintain a comprehensive planning process consistent with state and regional requirements to serve the best interests of Gresham. The Capital Improvement Program (CIP), attached as Exhibit A, has provided for a high level of public input and deliberation as well as an organized, identified prioritization ranking mechanism with established criteria for project selection.
2. **Section 10.330(5)(b) - Capital Improvement Program Adoption.** This section requires that the CIP "further the policies and implementation strategies of the Comprehensive Plan." The prioritization criteria established for CIP review incorporates elements of the Comprehensive Plan, as well as the Council Workplan and the development, health and safety needs in the community.
3. **Section 10.330(6)(b) - Volume 2, Policies.** This section requires that the CIP be adopted by City Council resolution, which will occur later in the process.
4. **Section 10.320.0-4 - Transportation Systems.** The CIP proposal includes projects for maintenance and improvements to Gresham streets, bikeways and related transportation programs.
5. **Section 10.330-.333 - Public Facilities and Services.** The entire CIP provides funding for various public facilities and services in the City of Gresham, including public facilities necessary for the provision of continuing services to the Gresham community.

6. **Section 10.412 - Parks, Recreation, Open Spaces and Trails.** The CIP provides for a number of Parks, Trails & Open Spaces improvements and maintenance to serve the community at large.

C. Public Facility Plan

Oregon Statewide Planning Goal 11, Public Facilities and Services, requires comprehensive plans to include a public facilities plan (PFP). The PFP describes the water, sewer, and transportation facilities that are needed to support the land uses designated by the plan map for the next 20 years. Required elements of a PFP include a list and description of the necessary future projects, a rough cost estimate of each project, and either a map or written description indicating the general location of projects.

Goal 11 allows a jurisdiction's comprehensive plan to include a reference to other facility plans and programs, such as a capital improvement program. This reference identifies where the required information may be found while avoiding unnecessary duplication of information. Accordingly, the public facilities policies of Gresham's comprehensive plan refer to the City's CIP as the document which contains the PFP-related information regarding future project needs, costs, and locations. Approval of the City's CIP will therefore also approve these elements of the PFP.

SECTION FIVE

Conclusions

The proposed Capital Improvement Program, as recommended for approval by staff, is consistent with the applicable procedures and policies of the Gresham Community Development Plan, as indicated by the findings contained in Section Four of this report.

SECTION SIX

Recommendation

Staff recommends that the Planning Commission recommend approval of CPA 20-082, adopting the Capital Improvement Program for Fiscal Years 2020/21 – 2024/25, attached as Exhibit A, to the City Council.