

**DRAFT MINUTES FOR THE COUNCIL STUDY SESSION  
ASHLAND CITY COUNCIL**

**August 7, 2018**  
Council Chambers  
1175 E. Main Street

Note: Items on the Agenda not considered due to time constraints are automatically continued to the next regularly scheduled Council meeting [AMC 2.04.030.E.]

**6:00 p.m. Study Session**

**Council President Morris called the Study Session to Order at 6:03 PM.**

**Councilor Slattery, Morris, Bachman, Seffinger, Rosenthal and Jensen were present.**

**I. Public Input (15 minutes, maximum)**

None.

**II. Transportation SDC Ordinance Update Preview**

Public Works Director Paula Brown introduced Deb Galardi of Galardi Consulting, LLC, and Senior Planner Brandon Goldman. She thanked all involved for their hard work.

Ms. Galardi went over a PowerPoint presentation (*see attached*).

***Mayor Stromberg arrived at 6:15 PM.***

Items discussed were:

- Background of the TSDC.
- Project objectives.
- SDC Components:
  - Reimbursement Fee
  - Improvement Fee
  - Compliance Fee
- Proportionate share in TSDC context.
- Equation of TSDC.
- Methodology Comparison from 1999, 2016 and the 2018 recommended methodology.

Seffinger asked Staff to define what TSDC is. Ms Brown explained that TSDC is “Transportation System Development Charge”. She spoke that every City street that grows in population has a direct impact to safely and conveniently drive on streets. She explained that this fee includes streets, sidewalks, bike paths and transit. She spoke that when new growth comes into the City this charge is to pay for impact to the existing system and help build for the future.

- Growth Improvement Costs by Type. Percentages: 50% Intersection & Roadway Improvements, 33% Pedestrian Improvements, 12% Bike Improvements, 3% Transit, 2% Crossing and 0% Studies.

- Comparison of ITE Trip Rates:
  - Single family dwelling
  - Apartments
  - General office buildings
  - Hospital
  - Supermarket
  - High turnover restaurant
  - Gasoline station
  - Elementary school
  - Drive in bank
  
- Implementation options.
- Comparison of TSDC's in other cities.
- Incentive and discounts.
- Summary of Committee Recommendations.
- Adoption schedule.

Rosenthal thanked Staff. He questioned other options regarding the 3-year phase in. He questioned if there were other options. Ms. Brown spoke that Council could decide phase in or not. She spoke that she could bring Council options. Ms. Brown explained that Council can decide at First Reading whether to phase in or not and make the final decision at the Second Reading.

Slattery questioned the reasons why to phase in. Ms. Brown explained that the main reason is due to single family homes. She spoke that single family homes have been very low for years and if those are doubled it will be a big shock to people.

City Administrator Kelly Madding explained that Staff would look at the pros and cons from the recommendation of the Committee and Staff regarding the methodology. The question for Council will be when and how to start collecting the TSDC's.

### **III. North Main/Plaza – Potential Sidewalk Project**

Ms. Brown went over the proposed project. She spoke that Staff is ready to begin and it will be an in-house design costing \$110,000.

### **IV. Summer Water Supply Update**

Ms. Brown gave a brief Staff report. She spoke that Conservation Analyst, Julie Smitherman has been doing a great job getting information to the citizens.

Rosenthal questioned why the decision was made to use TID water before TAP. Ms. Brown explained that TID is the best option financially and more proactive for the City.

The Study Session was adjourned at 7:00 PM

**Respectfully submitted by:**

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**City Recorder, Melissa Huhtala**

**Attest:**

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**Mayor Stromberg**



# *Transportation & Wastewater SDC Update*

City Council Work Session

August 7, 2018



# *Agenda*

- Project Background & Objectives
- Transportation SDC Fundamentals
- Methodology Comparison
- Findings & Recommendations
- Preliminary Adoption Schedule

# *Background*

- Original TSDC methodology adopted in 1999
- TSP Updated and adopted in March 2013
- TSDC methodology updated and adopted in 2016
  - New project list and \$/trip
  - New TSDC assessment basis
  - TSDCs for some land uses increased by almost 2000%
- Updated TSDCs repealed in 2017
- New methodology review initiated 2018

# *Project Objectives*

- Equity/Fairness
  - Trip Assessment
  - Project costs (growth share)
- Revenue Adequacy
  - Potential reimbursement fee
- Incentives/Discounts
- Defensibility

# SDC Components

## Reimbursement Fee

- Costs of **existing or in-process** facilities
- Related to **available capacity**

## Improvement Fee

- Projects included on an **adopted list**
- Related to **capacity for growth**

## Compliance Fee

- SDC methodology development
- Master planning
- SDC accounting, etc.

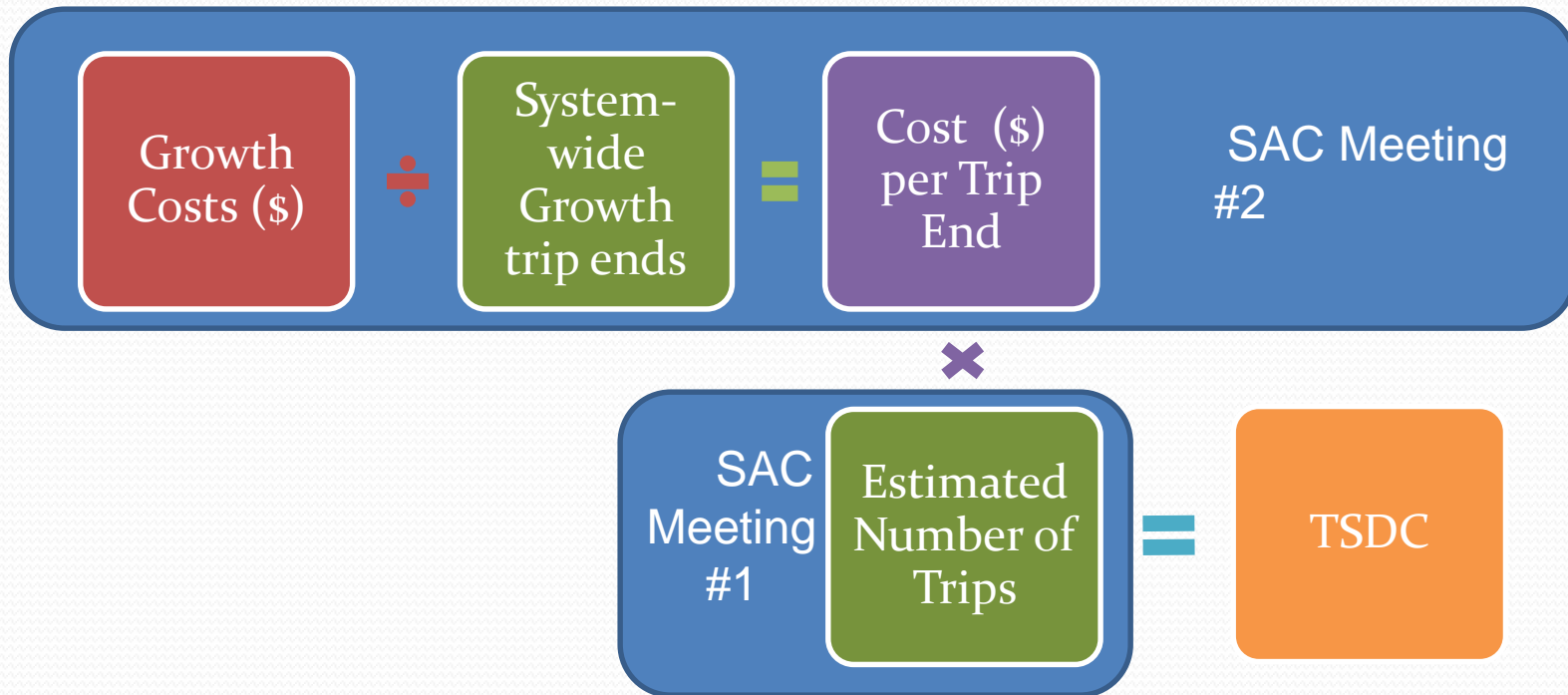


# Proportionate Share in TSDC Context

Theory	Practice
Charge proportionate to “use”	Individual property trips are not ‘monitored’
Use = number of trips to and from a property	Estimate from trip generation rates by land use type*

\*Primary source of data is Institute of Transportation Engineers  
*Trip Generation Manual*

# TSDC Basic Equation

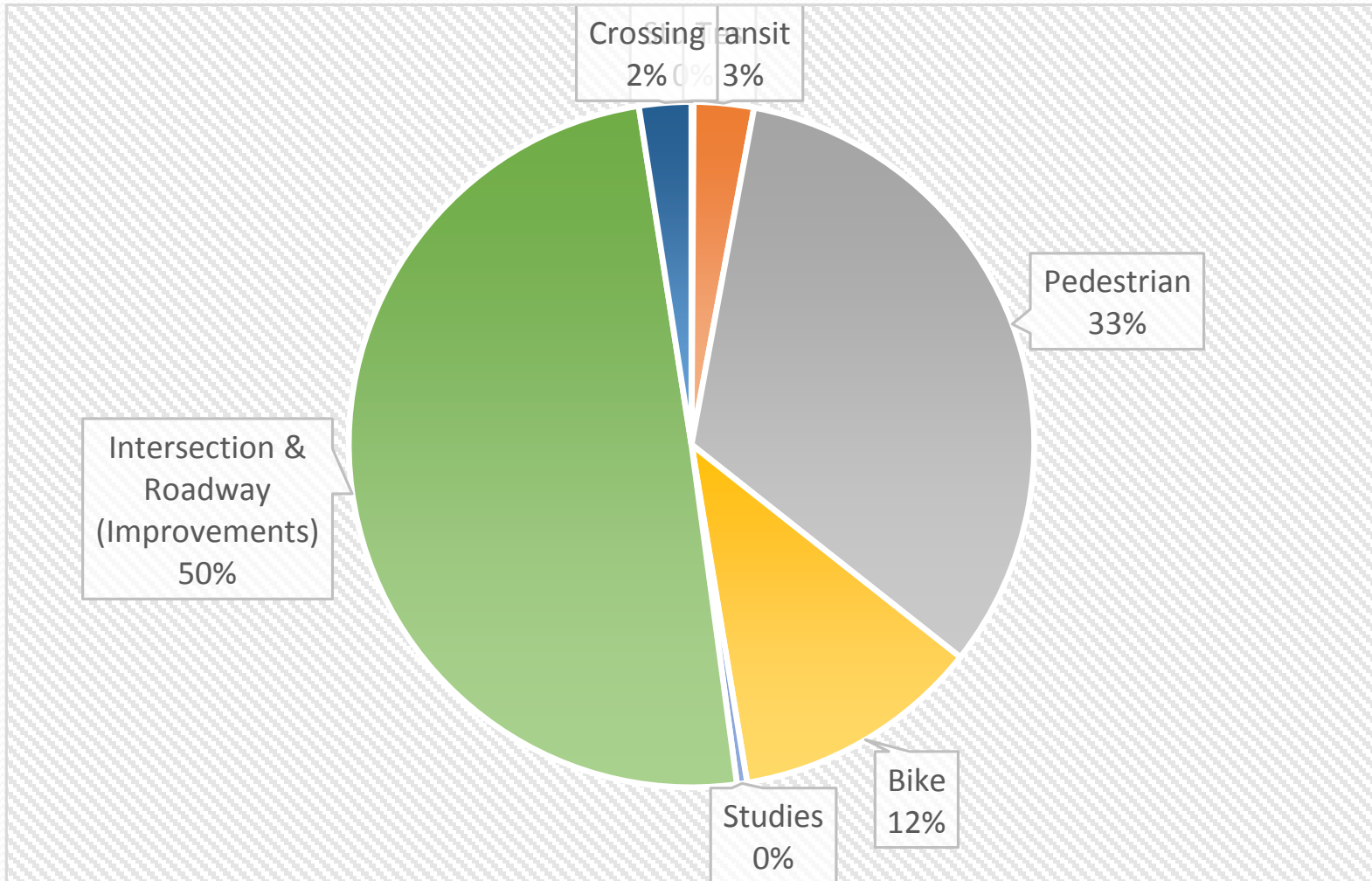


SAC = SDC Advisory Committee

# Methodology Comparison

Element	1999 (Current)	2016 (Repealed)	2018 (Recommended)
Project List	Improvement only	Improvement only	Improvement & Reimbursement
Growth Share	Population-based	Population-based	Mode-specific planning criteria
Growth in trips	population and employment data system-wide	Population and employment data system-wide	Travel demand model forecast (growth in land use by TAZ)
Trip Rate Type	Average Daily Trips	PM Peak Trips	Average Daily Trips
Trip Rate Adjustments	Pass-by and trip length	None	Pass-by and diverted trips
Trip Rate Data	ITE 5 <sup>th</sup> edition	ITE 9 <sup>th</sup> Edition	ITE current edition (10 <sup>th</sup> edition most recent; 2017)

# Growth Improvement Costs by Type\*



\*\$16.7 million (52%) of net project costs

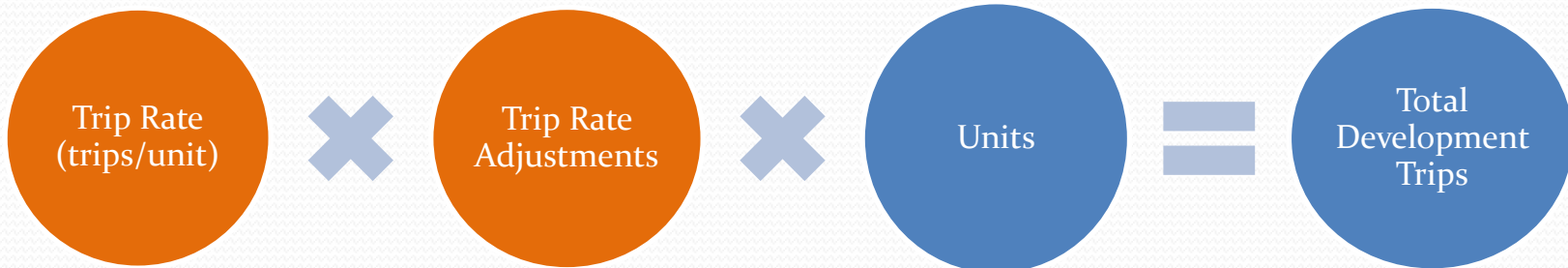
# Updated \$/Trip



\*From current Travel Demand Model (RVCOG)

*Compliance costs include SDC methodology costs +52% of TSP costs  
+Annual accounting costs*

# TSDC Assessment

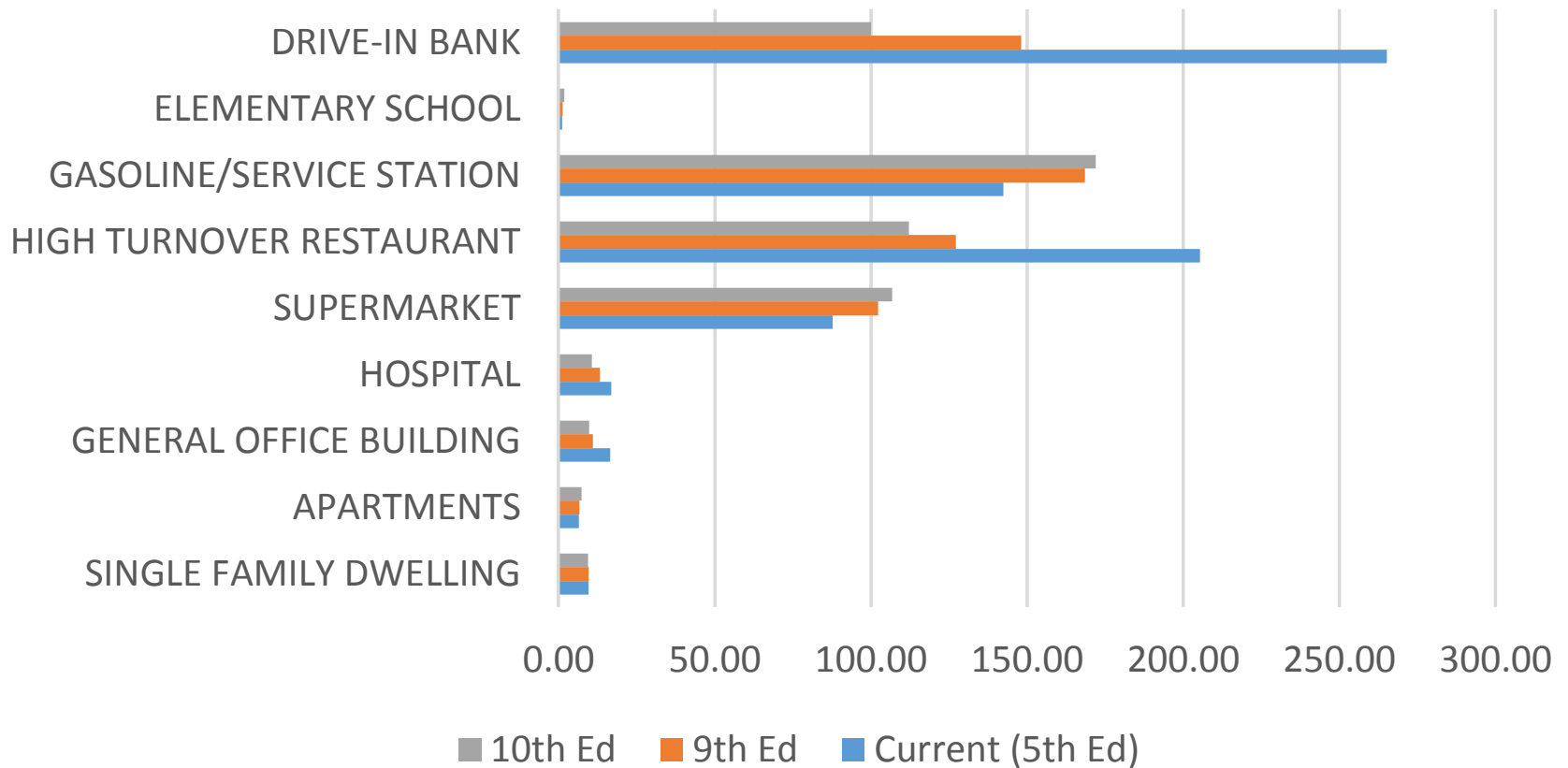


Where:

- *Trip **rates** by land use category are:*
  - *updated to reflect 10<sup>th</sup> Edition ITE Trip generation manual*
  - *either based on average daily or afternoon (P.M.) peak hour*
- *Trip **adjustments** reflect:*
  - *Current methodology = trip length and pass-by adjustments*
  - *Updated methodology = diverted link and pass-by adjustments*

# Comparison of ITE Trip Rates

## Average Daily Trip Rates



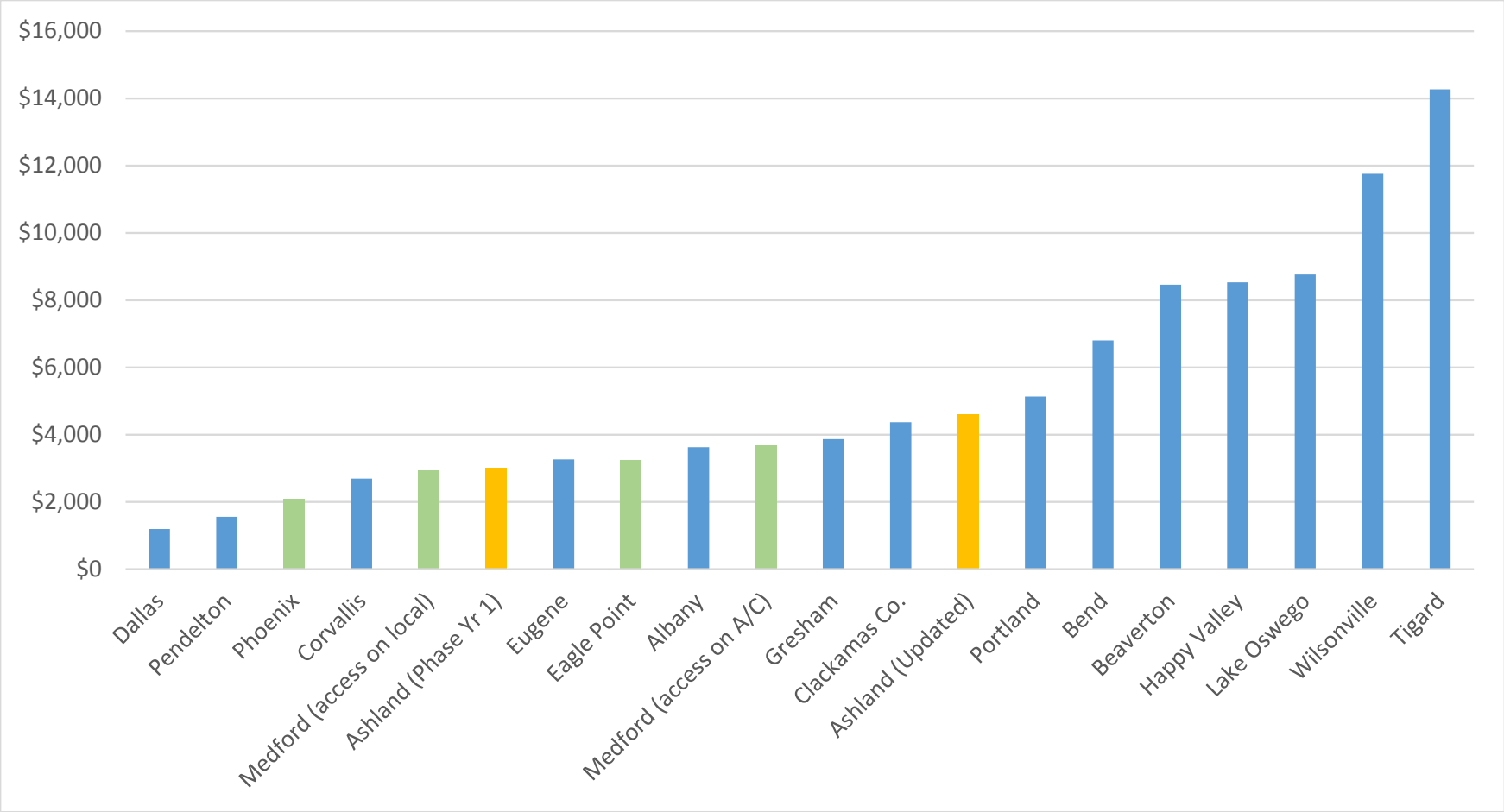
# *TSDC Implementation Options*

- Option 1 – All at once
  - System-wide \$/Trip and new adjusted trip rates effective immediately
- 3-Year Phase-In
  - System-wide \$/Trip phased in over 3 years
  - New adjusted trip rates effective immediately
  - **Estimated revenue loss:**
    - **Single family (68 units/year) = \$242K over 2 years**
    - **Multifamily (17 units/year) = \$48K over 2 years**

*See Table 4 for full schedule*



# TSDC Comparison – Single Family Dwelling



A/C = arterial/collector

# *Incentives & Discounts*

- Residential development adjustments
  - Small dwelling discount (proposed)
    - 50% reduction < 500 sf
    - 25% reduction 501 – 800 sf
  - Affordable housing adjustment (existing)
    - 100% reduction for qualified housing
    - Must remain qualified for minimum of 30 years
- Transportation Demand Management (TDM) adjustment
  - 20% reduction within Transit Overlay area
    - Approved TDM strategy and approved parking reductions

# *Summary of SDC Committee Recommendations*

- Trip rate type: Daily
- Trip rate adjustments: Based on ITE Manual (includes pass-by and diverted link)
- Implementation strategy: 3-year phase in
- Discounts & Incentives feedback
- Future Inflationary adjustments based on Engineering New Record Construction Cost Index

# *Adoption Schedule*

- August 7: Council work session
- August 8: Notice for public hearing sent
- September 6: TSDC Methodology
- November 6: Council hearing 1<sup>st</sup> reading
  - Methodology adoption
  - Ordinance changes
- November 20: Council hearing 2<sup>nd</sup> reading
- January 1, 2019: New fees effective

# *Questions?*

- *Thank you*