

# A G E N D A

600 NORTHEAST GRAND AVENUE | PORTLAND, OREGON 97232 2736  
TEL 503 797 1542 | FAX 503 797 1793



**METRO**

## Agenda

MEETING: METRO COUNCIL REGULAR MEETING  
DATE: March 12, 1998  
DAY: Thursday  
TIME: 2:00 PM  
PLACE: Council Chamber

Approx.  
Time\*

Presenter

- |                     |  |  |
|---------------------|--|--|
| 2:00 PM             | <b>CALL TO ORDER AND ROLL CALL</b>   |  |
| (5 min.)            | 1. <b>INTRODUCTIONS</b>  |  |
| (5 min.)            | 2. <b>CITIZEN COMMUNICATIONS</b>   |  |
| (5 min.)            | 3. <b>EXECUTIVE OFFICER COMMUNICATIONS</b>   |  |
| (10 min.)           | 4. <b>MPAC COMMUNICATIONS</b>  |  |
|                     | 5. <b>CONSENT AGENDA</b>   |  |
| 2:25 PM<br>(5 min.) | 5.1 Consideration of Minutes for the March 5, 1998<br>Metro Council Regular Meeting.   |  |
|                     | 6. <b>ORDINANCES - FIRST READING</b>   |  |
| 2:30 PM<br>(5 min.) | 6.1 <b>Ordinance No. 98-731, For the Purpose of<br/>Granting a Yard Debris Processing Facility<br/>License to Allwood Recyclers, Inc. to Operate<br/>a Yard Debris Processing Facility and Declaring<br/>an Emergency.</b> |  |
| 2:35 PM<br>(5 min.) | 6.2 <b>Ordinance No. 98-734, Amending and<br/>Readopting Metro Code 2.06 (Investment Policy);<br/>and Declaring an Emergency.</b>  |  |

**7. ORDINANCES - SECOND READING**

2:40 PM (5 min.)	7.1	<b>Ordinance No. 98-728</b> , Amending the FY 1997-98 Budget and Appropriations Schedule by transferring \$51,623 from Contingency to Personal Services in the Zoo Operating Fund to provide for staffing of the new facilities associated with the Oregon Project; and declaring an emergency.	McCaig
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**8. RESOLUTIONS**

2:45 PM (5 min.)	8.1	<b>Resolution No. 98-2580</b> , For the Purpose of Approving the Columbia River Management Unit Master Plan.	Naito
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2:50 PM (5 min.)	8.2	<b>Resolution No. 98-2616</b> , For the Purpose of Accepting New Nominees for February 1998 to the Metro Committee for Citizen Involvement (MCCI).	McLain
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2:55 PM (5 min.)	8.3	<b>Resolution No. 98-2617</b> , For the Purpose of Confirming the Appointment of Anthony Vecchio to the Position of Director of the Metro Washington Park Zoo.	Naito
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3:00 PM (10 min.)	9.	<b>COUNCILOR COMMUNICATION</b>	
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**ADJOURN**

**CABLE VIEWERS:** Council Meetings, the second and fourth Thursdays of the month are shown on City Net 30 (Paragon and TCI Cablevision) the first Sunday after the meeting at 8:30 p.m. The entire meeting is also shown again on the second Monday after the meeting at 2:00 p.m. on City Net 30. The meeting is also shown on Channel 11 (Community Access Network) the first Monday after the meeting at 4:00 p.m. The first and third Thursdays of the month are shown on Channel 11 the Friday after the meeting at 2:00 p.m. and the first Sunday and Wednesday after the meeting on Channels 21 & 30 at 7:00 p.m.

**PUBLIC HEARINGS:** Public Hearings are held on all Ordinances second read and on Resolutions upon request of the public. All times listed on the agenda are approximate; items may not be considered in the exact order. For questions about the agenda, call Clerk of the Council, Chris Billington, 797-1542. For assistance per the American Disabilities Act (ADA), dial TDD 797-1804 or 797-1540 (Council Office).

*Agenda Item Number 5.1*

**Consideration of the March 5, 1998 Metro Council Regular meeting minutes.**

**Metro Council Meeting  
Thursday, March 12, 1998  
Council Chamber**

*Agenda Item Number 6.1*

**Ordinance No. 98-731, For the Purpose of Granting a Yard Debris Processing Facility License to Allwood Recyclers, Inc. to Operate a Yard Debris Processing Facility and Declaring an Emergency.**

***First Reading***

**Metro Council Meeting  
Thursday, March 12, 1998  
Council Chamber**

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF GRANTING A YARD ) ORDINANCE NO. 98-731  
DEBRIS PROCESSING FACILITY LICENSE TO )  
ALLWOOD RECYCLERS, INC. TO OPERATE )  
A YARD DEBRIS PROCESSING FACILITY AND )  
DECLARING AN EMERGENCY ) Introduced by Mike Burton,  
Executive Officer

WHEREAS, Section 5.01.030 of the Metro Code requires an owner or operator of a yard debris processing facility to be licensed by Metro; and

WHEREAS, Section 5.01.040 of the Metro Code requires yard debris processing facilities to comply with the licensing requirements in Chapter 5.01; and

WHEREAS, Metro Code Section 5.01.060(a) requires applications for a license to be filed on forms provided by the Executive Officer, and specifies that licenses are subject to approval by the Council; and

WHEREAS, Allwood Recyclers, Inc. has submitted a yard debris processing facility license application to operate its existing yard debris composting facility in Fairview, Oregon as specified in Metro Code Section 5.01.060(c)(2), and

WHEREAS, the Metro Code Chapter 5.01.230 to 5.01.380 sets forth provisions relating to the licensing of yard debris processing facilities; and

WHEREAS, based on information submitted by Allwood Recyclers, Inc., specified in the Staff Report or otherwise submitted, the Executive Officer has found that the facility is in compliance with applicable provisions and standards in the Metro Code related to the licensing of yard debris processing facilities; and

WHEREAS, the facility is an existing operation providing necessary services to the public and nuisance impacts from yard debris processing facilities such as odor, dust and noise adversely affect the health and welfare of the public; and

WHEREAS, the purpose of the licensing agreement is to protect the health, safety and welfare of Metro area residents; and

WHEREAS, the purpose of the licensing agreement is to protect the health, safety and welfare of Metro area residents; and

WHEREAS, the Council finds that it is necessary for the welfare of the Metro area that this ordinance take effect immediately, pursuant to Sections 37(2) and 39(1) of the Metro Charter; and

WHEREAS, The Executive Officer recommends that the Council grant the attached license to Allwood Recyclers, Inc.; now therefore,

**THE METRO COUNCIL ORDAINS AS FOLLOWS:**

1. The Council authorizes the Executive Officer to enter into the attached licensing agreement for a yard debris processing facility within ten days of the effective date of this ordinance.
2. An emergency having been declared for the reasons stated above, this ordinance shall take effect immediately, pursuant to Sections 37(2) and 39(1) of the Metro Charter.

ADOPTED by the Metro Council this \_\_\_\_\_ day of \_\_\_\_\_ 1998.

\_\_\_\_\_  
Jon Kvistad, Presiding Officer

ATTEST:

Approved as to Form:

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

\_\_\_\_\_  
Daniel B. Cooper, General Counsel

**EXHIBIT A**

**YARD DEBRIS COMPOSTING FACILITY LICENSE**

issued by

**METRO**

600 N.E. Grand Avenue  
Portland, Oregon 97232-2736  
(503) 797-1700

LICENSE NUMBER: \_\_\_\_\_  
DATE ISSUED: \_\_\_\_\_ (see Section 2)  
AMENDMENT DATE: \_\_\_\_\_ N/A  
EXPIRATION DATE: \_\_\_\_\_  
ISSUED TO: \_\_\_\_\_ ALLWOOD RECYCLERS, INC.  
NAME OF FACILITY: \_\_\_\_\_ ALLWOOD RECYCLERS, INC.  
ADDRESS: \_\_\_\_\_ 23001 NE MARINE DRIVE  
CITY, STATE, ZIP: \_\_\_\_\_ FAIRVIEW, OR 97024  
LEGAL DESCRIPTION: \_\_\_\_\_ (see attached application)  
NAME OF OPERATOR: \_\_\_\_\_ ALLWOOD RECYCLERS, INC.  
PERSON IN CHARGE: \_\_\_\_\_ RANDY WUBBEN, PRESIDENT  
ADDRESS: \_\_\_\_\_ PO BOX 115  
CITY, STATE, ZIP: \_\_\_\_\_ FAIRVIEW, OR 97024  
TELEPHONE NUMBER: \_\_\_\_\_ (503) 667-5497

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## LICENSE AGREEMENT

This License is issued by Metro, a municipal corporation organized under the Constitution of the State of Oregon and the 1992 Metro Charter ("Metro"), to Allwood Recyclers, Inc. ("Licensee").

In recognition of the promises made by Licensee as specified herein, Metro issues this License, subject to the following terms and conditions:

### 1. DEFINITIONS

The definitions in Metro Code Section 5.01.010 shall apply to this License, as well as the following definitions. Defined terms are capitalized when used.

**"Composting"** means the controlled biological decomposition of organic materials through microbial activity which occurs in the presence of free oxygen. Composting does not include the stockpiling of organic material.

**"Facility"** means the site where one or more activities that the Licensee is authorized to conduct occur.

**"Hazardous Waste"** has the meaning specified in ORS 466.005.

**"Prohibited Wastes"** has the meaning set forth in Section 5.2 of this License.

### 2. TERM OF LICENSE

This License is issued for a term of five years from the date signed by Metro and the Licensee, following approval by the Metro Council.

### 3. LOCATION OF FACILITY

The licensed Facility is located at 23001 NE Marine Drive, Fairview, Oregon 97024.

### 4. OPERATOR AND OWNER OF FACILITY AND PROPERTY

4.1 The owner of the facility is Randy Wubben.

4.2 The owner of the property underlying the Facility is Randy Wubben. Licensee warrants that owner has consented to Licensee's use of the property as described in this License.

4.3 The operator of the Facility is Allwood Recyclers, Inc.. Licensee may contract with another person or entity to operate the Facility only upon ninety (90) days prior written notice to Metro and the written approval of the Executive Officer.

### 5. AUTHORIZED AND PROHIBITED ACTIVITIES AND WASTES

5.1 Subject to the following conditions, Licensee is authorized to operate and maintain a yard debris composting facility.

5.1.1 Licensee shall accept only yard debris, landscape waste, clean wood wastes (e.g., untreated lumber, wood pallets). No other wastes shall be accepted at the Facility unless specifically authorized in writing by Metro.

5.2 Prohibited Wastes

5.2.1 Licensee is prohibited from receiving, processing or disposing of any solid waste not authorized in this License.

5.2.2 Licensee shall not accept Hazardous Waste. Any Hazardous Waste inadvertently received shall be handled, stored, and removed pursuant to state and federal regulations.

6. **MONITORING AND REPORTING REQUIREMENTS**

6.1 Licensee shall monitor facility operation and maintain accurate records of the following:

6.1.1 Amount of feedstock received and quantity of product produced at the facility.

6.1.2 Records of any special occurrences encountered during operation and methods used to resolve problems arising from these events, including details of all incidents that required implementing emergency procedures.

6.1.3 Records of any public nuisance complaints (e.g., noise, dust, vibrations, litter) received by the operator, including:

- (a) The nature of the complaint;
- (b) The date the complaint was received;
- (c) The name, address, and telephone number of the person or persons making the complaint; and
- (d) Any actions taken by the operator in response to the complaint.

6.1.4 For every odor complaint received, the licensee shall record the date, time, and nature of any action taken in response to an odor complaint, and record such information within one business day after receiving the complaint. Records of such information shall be made available to Metro and local governments upon request.

6.2 Records required under this section shall be reported to Metro no later than thirty (30) days following the end of each quarter. The report shall be signed and certified as accurate by an authorized representative of Licensee.

6.3 The licensee shall submit to Metro pertinent duplicate copies of regulatory information submitted to the DEQ and local jurisdictions pertaining to the facility, within 30 days at the same time of submittal to DEQ and/or a local jurisdiction.

## 7. DESIGN AND OPERATIONAL REQUIREMENTS

7.1 Activities shall be conducted in accordance with the Metro approved facility design plan, operations plan and odor minimization plan submitted as part of the License Application. In addition:

7.1.1 To control odor and dust the Licensee shall:

- (a) Install dust control and odor systems whenever excessive dust and odor occur, or at the direction of Metro. Alternative dust and odor control measures may be established by the Licensee with Metro approval.
- (b) Take specific measures to control odors in order to avoid or prevent any violation of this License, which measures include (but are not limited to) adherence to the contents of the odor minimization plan.

7.1.2 With respect to vector control, the Licensee shall manage the Facility in a manner that is not conducive to infestation of rodents or insects. If rodent or insect activity becomes apparent, Licensee shall initiate and implement additional vector control measures.

7.2 The Licensee shall provide an operating staff which is qualified to perform the functions required by this License and to otherwise ensure compliance with the conditions of this License.

7.3 The licensee shall utilize functionally aerobic composting methods for processing authorized wastes at the facility.

7.4 All facility activities shall be conducted consistent with applicable provisions in Metro Code Chapter 5.01: Additional Provisions Relating to the Licensing of Yard Debris Processing Facilities (Sections 5.01.230 - 5.01.380). Licensee may modify such procedures. All proposed modifications to facility plans and procedures shall be submitted to the Metro Regional Environmental Management Department for review and approval. The Executive Officer shall have 10 business days from receipt of proposed modifications to object to such modifications. If the Executive Officer does not object, such modifications shall be considered approved following the 10-day period. Licensee may implement proposed modifications to Facility plans and procedures on a conditional basis pending Metro review and notice from Metro that such changes are not acceptable.

7.5 Licensee shall remove compost from the Facility as frequently as possible.

## 8. FACILITY CLOSURE

8.1 In the event of closure of the facility, all yard debris, composting material, end-product, and other solid wastes must be removed from the facility within 180 days following the commencement of closure.

8.2 Licensee shall close the facility in a manner which eliminates the release of landscape waste, landscape waste leachate, and composting constituents to the groundwater or

surface waters or to the atmosphere to the extent necessary to prevent threats to human health or the environment.

- 8.3 Within 30 days of completion of closure, Licensee shall file a report with Metro verifying that closure was completed in accordance with this section.

## 9. ANNUAL LICENSE FEE

Licensee shall pay an annual license fee of \$300, as established under Metro Code Section 5.01.320. The fee shall be delivered to Metro within thirty (30) days of the effective date of this License and on the same date for each year thereafter. Metro reserves the right to change its license fees at any time, by action of the Metro Council, to reflect license system oversight and enforcement costs.

## 10. INSURANCE

- 10.1 Licensee shall purchase and maintain the following types of insurance, covering Licensee, its employees, and agents:

- (a) Broad form comprehensive general liability insurance covering personal injury, property damage, and personal injury with automatic coverage for premises, operations, and product liability. The policy must be endorsed with contractual liability coverage; and
- (b) Automobile bodily injury and property damage liability insurance.

- 10.2 Insurance coverage shall be a minimum of \$500,000 per occurrence, \$100,000 per person, and \$50,000 property damage. If coverage is written with an annual aggregate limit, the aggregate limit shall not be less than \$1,000,000.

- 10.3 Metro, its elected officials, departments, employees, and agents shall be named as ADDITIONAL INSURED. Notice of any material change or policy cancellation shall be provided to Metro thirty (30) days prior to the change or cancellation.

- 10.4 Licensee, its contractors, if any, and all employers working under this License are subject employers under the Oregon Workers' Compensation Law and shall comply with ORS 656.017, which requires them to provide Workers' Compensation coverage for all their subject workers. Licensee shall provide Metro with certification of Workers' Compensation insurance including employer's liability.

## 11. INDEMNIFICATION

Licensee shall indemnify and hold Metro, its agents, employees, and elected officials harmless from any and all claims, demands, damages, actions, losses and expenses, including attorney's fees, arising out of or in any way connected with licensee's performance under the license, including patent infringement and any claims or disputes involving subcontractors. Licensee shall not assume liability for any negligent or intentionally wrongful act of Metro, its officers, agents or employees.

## **12. COMPLIANCE WITH LAW**

Licensee shall fully comply with all federal, state, regional and local laws, rules, regulations, ordinances, orders and permits pertaining in any manner to this License, including all applicable Metro Code provisions whether or not those provisions have been specifically mentioned or cited herein. All conditions imposed on the operation of the Facility by federal, state or local governments or agencies having jurisdiction over the Facility are part of this License by reference as if specifically set forth herein. Such conditions and permits include those attached as exhibits to this License, as well as any existing at the time of issuance of this License and not attached, and permits or conditions issued or modified during the term of this License.

## **13. METRO ACCESS TO FACILITY**

Authorized representatives of Metro shall be permitted access to the premises of the Facility at all reasonable times for the purpose of making inspections and carrying out other necessary functions related to this License. Access to inspect is authorized during all business hours.

## **14. DISPOSAL RATES AND FEES**

- 14.1 The rates charged at licensed facilities are exempt from Metro rate setting.
- 14.2 Licensee is exempted from collecting and remitting Metro fees on waste received at the Facility. Licensee is fully responsible for paying all costs associated with disposal of residual material generated at the facility, including all Metro fees and taxes. A licensee shall obtain a non-system license prior to disposal of residuals at any facility not designated by Metro.
- 14.3 Licensee shall adhere to the following conditions with regard to disposal rates charged at the facility:
  - (a) A licensee may modify rates to be charged on a continuing basis as market demands may dictate. Rate schedules should be provided to Metro on a regular basis, and shall be provided to Metro on request.
  - (b) Public rates charged at the facility shall be posted on a sign near where fees are collected. Rates and disposal classifications established by a licensee shall be reasonable and nondiscriminatory.

## **15. GENERAL CONDITIONS**

- 15.1 Licensee shall be responsible for ensuring that its contractors and agents operate in compliance with the terms and conditions of the license.
- 15.2 This License shall not vest any right or privilege in the licensee to receive specific quantities of yard debris during the term of the license.
- 15.3 The power and right to regulate, in the public interest, the exercise of the privileges granted by a license shall at all times be vested in Metro. Metro reserves the right to establish or amend rules, regulations or standards regarding matters within Metro's authority, and to enforce all such legal requirements against licensee.

- 15.4 This License may not be transferred or assigned without the prior written approval of Metro, which will not be unreasonably withheld.
- 15.5 To be effective, a waiver of any term or condition of a license must be in writing, signed by the executive officer. Waiver of a term or condition of a license shall not waive nor prejudice Metro's right otherwise to require performance of the same term or condition or any other term or condition.
- 15.6 This License shall be construed, applied, and enforced in accordance with the laws of the State of Oregon and all pertinent provisions in the Metro Code.
- 15.7 If any provision of a license is determined by a court of competent jurisdiction to be invalid, illegal, or unenforceable in any respect, the validity of the remaining provisions contained in the license shall not be affected.

## **16. REVOCATION**

Suspension, modification or revocation of this License shall be as specified herein and in the Metro Code.

## **17. MODIFICATION**

- 17.1 At any time during the life of this License, either the Executive Officer or the Licensee may propose amendments or modifications to this License. Except as specified in the Metro Code, no amendment or modification shall be effective unless it is in writing, approved by the Metro Council, and executed by the Licensee and the Executive Officer.
- 17.2 The Executive Officer shall review the License annually, consistent with Section 6 of this License, in order to determine whether the License should be changed and whether a recommendation to that effect needs to be made to the Metro Council. While not exclusive, the following criteria and factors may be used by the Executive Officer in making a determination whether to conduct more than one review in a given year:
- a) Licensee's compliance history;
  - b) Changes in waste volume, waste composition, or operations at the Facility;
  - c) Changes in local, state, or federal laws or regulations that should be specifically incorporated into this License;
  - d) A significant release into the environment from the Facility;
  - e) A significant change or changes to the approved site development plan and/or conceptual design; or
  - f) Any change in ownership that Metro finds material or significant.
  - g) Community requests for mitigation of impacts to adjacent property resulting from Facility operations.

**18. NOTICES**

18.1 All notices required to be given to the Licensee under this License shall be delivered to:

Randy Wubben, President  
Allwood Recyclers, Inc.  
PO Box 115  
Fairview, OR 97024

18.2 All notices required to be given to Metro under this License shall be delivered to:

Bill Metzler, Licensing Program Administrator (Yard Debris Facilities)  
Metro Regional Environmental Management Department  
600 NE Grand Avenue  
Portland, OR 97232-2736

18.3 Notices shall be in writing, effective when delivered, or if mailed, effective on the second day after mailed, postage prepaid, to the address for the party stated in this License, or to such other address as a party may specify by notice to the other.

ALLWOOD RECYCLERS, INC.

METRO

\_\_\_\_\_  
Facility Owner or  
Owner's Representative

\_\_\_\_\_  
Mike Burton, Executive Officer  
Metro

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

BM:

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## **EXECUTIVE SUMMARY**

### **ORDINANCE 98-731 GRANTING A YARD DEBRIS PROCESSING FACILITY LICENSE TO ALLWOOD RECYCLERS, INC.**

#### **PROPOSED ACTION**

- Grants a yard debris processing facility license to Allwood Recyclers, Inc. to operate its existing yard debris composting facility located in Fairview, Oregon.

#### **WHY NECESSARY**

- Metro Code Section 5.01.030 requires an owner or operator of a yard debris processing facility to be licensed by Metro.
- The terms of the license will be to protect public health, safety, and welfare. The facility will continue to assist the region in accomplishing the goals and objectives of the Regional Solid Waste Management Plan.
- The declaration of an emergency is pursuant to Sections 37 (2) and 39 (1) of the Metro Charter. It is necessary for the welfare of the Metro region that this Agreement takes effect immediately. The facility is an existing operation providing necessary services to the public and potential nuisance impacts from yard debris processing facilities such as odor, dust and noise adversely affect the health and welfare of the public.

#### **DESCRIPTION**

- The 6-acre site is zoned M-2 (General Industrial) and is used for yard debris composting and wood waste recycling operations.
- The applicant has a conditional use permit from the City of Fairview.
- The facility accepts loads of yard debris and wood wastes from commercial and residential sources. The facility is open to the public.
- The facility accepts approximately 12,000 cubic yards of yard debris per year for processing.
- Allwood Recyclers, Inc. meets all applicable Metro Code requirements for yard debris composting facilities and is eligible for a yard debris processing facility license.

#### **ISSUES/CONCERNS**

- Staff is not aware of any outstanding issues or concerns with this facility.

#### **BUDGET/FINANCIAL IMPACTS**

- There will be a slight increase in revenues from the annual license fee of \$300 per year paid by the licensee. Current staffing levels are expected to be adequate to handle any technical assistance or enforcement requirements that might arise from licensing this facility.



## STAFF REPORT

### IN CONSIDERATION OF ORDINANCE NO. 98-731 FOR THE PURPOSE OF GRANTING A YARD DEBRIS PROCESSING FACILITY LICENSE TO ALLWOOD RECYCLERS INC. TO OPERATE A YARD DEBRIS PROCESSING FACILITY AND DECLARING AN EMERGENCY

Date: February 20, 1998

Presented by: Bruce Warner  
Bill Metzler

## INTRODUCTION

The purpose of this report is to provide the information necessary for the Metro Council to act on the recommendation that Allwood Recyclers, Inc. be awarded a license to operate a yard debris composting facility located in Fairview, Oregon. The license agreement is attached to Ordinance No. 98-731 as Exhibit A.

This report is divided into four main parts as follows: (a) a description of the facility and other relevant applicant information; (b) list of submittals; (c) staff analysis of the application and whether the facility meets the standards as specified in Metro Code in order to be awarded a license; and (d) staff's recommendations and any specific conditions to be contained in the license agreement.

The purpose of the licensing program is to ensure that yard debris processing facilities are designed and operated in a manner that minimizes nuisance impacts on surrounding communities and businesses.

### Key Findings and Recommendations Include:

- Yard debris processing facilities are licensed by the Metro Council if they submit the required plans and show compliance with applicable provisions in Metro Code Chapter 5.01 Additional Provisions Relating to the Licensing of Yard Debris Processing Facilities and Yard Debris Reload Facilities (Sections 5.01.230 - 5.01.380).
- Staff has reviewed all required submittals and has determined that Allwood Recyclers, Inc. meets the requirements of the Metro Code related to licensing yard debris processing facilities.
- The declaration of an emergency is pursuant to Sections 37 (2) and 39 (1) of the Metro Charter. It is necessary for the welfare of the Metro region that this Agreement be effective immediately. The facility is an existing operation providing necessary services to the public.
- The terms of the license will protect public health and safety, and maintain consistency with the Regional Solid Waste Management Plan. The Metro licensing program includes problem resolution through intergovernmental cooperation, technical assistance and enforcement measures.

## **I. FACILITY AND APPLICANT INFORMATION**

### Location:

- Facility address: 23001 NE Marine Drive Fairview, OR 97024
- The facility lies in Section 2, Township 1N, Range 3 East, W.M. Multnomah County, Oregon Tax Lot 15 situated in the Southwest ¼ & the Southeast ¼ of Section 22.

### Zoning and Permitting:

- The site is zoned M-2 (General Industrial).
- The facility has a Conditional Use Permit from the City of Fairview.

### General Facility Description:

- The six-acre site is used for a privately owned business that will serve the general public. Vegetation such as grass clippings, leaves, sod, and small diameter limbs, stumps and wood products will be ground and then sold as compost and mulch.
- The facility accepts approximately 12,000 cubic yards of yard debris per year for processing.

### Completeness and Sufficiency of Application

Applicants for yard debris processing facility licenses are required to complete the application form and provide additional information as requested. The license application form and other material required to process the license were submitted and has been determined to be complete and adequate.

### Applicant Qualifications

Allwood Recyclers, Inc. is a locally owned and operated corporation. This facility has been in operation since May, 1995.

## **II. LIST OF SUBMITTALS / STAFF REPORT ATTACHMENTS**

Attachment 1 - Site Context and Location Map/Air Photo

Attachment 2 - Application for a Yard Debris Processing Facility License, prepared by Randy Wubben, President.

## **III. ANALYSIS OF LICENSE APPLICATION**

A license will be granted if the Metro Council finds that the applicant complies with Metro Code Chapter 5.01 - *Solid Waste Facility Regulation* and the specific standards set forth in Additional Provisions Relating to the Licensing of Yard Debris Processing Facilities and Yard Debris Reload Facilities (Sections 5.01.230 - 5.01.380).

Staff have reviewed the license application and other supporting documentation, and have found that the facility meets all applicable Metro Code requirements and is eligible for a yard debris processing facility license. The following table summarizes staff's analysis:

Key Metro Code Licensing Provisions	Acceptable	Unacceptable	See details in analysis below
5.01.260 General Yard Debris Facility Design Requirements & Design Plans	X		1
5.01.270 General Operating Requirements for Yard Debris Facilities	X		2
5.01.280 Yard Debris Processing Operations Plan	X		2
5.01.290 Yard Debris Facility Odor Minimization Plans	X		3

In addition, staff offers the following details regarding the application, which are contained in three main parts:

**1. FACILITY DESIGN** (corresponds to Metro Code Section 5.01.260 - General Yard Debris Facility Design Requirements & Design Plan).

The facility design requirements are intended to ensure that the facility is designed and constructed in a safe and suitable manner that can support the type of processing and the quantity of material that the applicant is proposing to process.

Staff has found that this facility is designed and constructed in a manner suitable for maintenance and processing operations, visual inspection of piling areas, and fire fighting operations. The facility meets the requirements for effective barriers to unauthorized entry, all-weather access roads, and has sufficient processing and storage capacity to handle incoming volumes of yard debris. The design plan addresses the management of storm water through the use of swales, berms, and a pond.

General Description

An all-weather asphalt road provides access to the facility. This facility will process vegetation such as grass clippings, sod, leaves and small-diameter limbs into compost and mulch. Larger diameter limbs stumps, and wood products such as boards will be ground and sold as fuel, paper pulp, and other useable products. The only entrance to the facility is secured with a locked gate. The facility has signs at the entrance, directing traffic flow and providing other business information.

The facility uses the windrow composting method with dimensions of 120'(length) x 20'(height) x 30'(width) and accepts approximately 12,000 cubic yards of yard debris per year. The processing time from receipt to finished product is approximately 60 days. The estimated capacity in cubic yards of the facility storage area for incoming materials is 2,500 cubic yards. The estimated capacity for finished product storage is 3,500 cubic yards.

Storm water run-off is routed through a series of swales on the east, south, and north property lines and drain into a large pond on the northern property line. The pond is naturally vegetated with large cottonwood trees and underbrush, and is approximately ½ acre in size.

Comments:

- The applicant's completed license application and submittals constitute the Design Plan, and meet all applicable Metro Code requirements for Section 5.01.260 - General Yard Debris Facility Design Requirements & Design Plans.
- The applicant is participating in Metro's Earth-Wise Compost Designation Program to test their finished compost for quality assurance.

2. **OPERATIONAL PLAN** (corresponds to Metro Code Section 5.01.270 - General Operating Requirements for Yard Debris Facilities and Section 5.01.280 - Yard Debris Processing Operations Plan).

The purpose of the operational plan requirements is to ensure that the facility is operated in a manner that minimizes nuisance impacts on surrounding communities and businesses, while protecting public health and safety.

Staff have found that this facility is operated in a manner that meets Metro Code operational requirements and that the operating plan submitted as part of the license application, sufficiently addresses process management and monitoring procedures for yard debris composting facilities.

General Description

Incoming loads are measured and calculated to cubic yards by facility staff. Most loads are tarped; and if not, customers are reminded to do so by staff. All incoming loads are visually inspected for non-compostables, and loads not in compliance are rejected. Any non-compostable material delivered to the facility is identified by laborers and deposited into a Waste Management Inc. container for disposal.

Incoming material is stockpiled in a designated grinding area. Once a week material is processed through a tub-grinder. During the grinding process, material is sorted so as not to get too much wood in the compost pile. Wood debris is also ground for hogged fuel. The compostable material is then placed into large windrow piles for processing into finished compost. To monitor and adjust pile temperature, a thermometer probe is inserted at various locations of the windrow and results are documented. If oxygen or moisture is required, the windrows are turned via a wheel-loader with a bucket. Water may also be added at this time. Finished compost is then screened for retail and wholesale markets.

- Noise: All equipment meets DBA noise requirements. In addition, site topography provides both a visual and sound buffer for noise abatement.
- Vector control: Vectors are controlled by rapidly processing (within 2 days) the incoming materials. Active compost piles and finished product rarely attract or harbor vectors.
- Dust control: All roads are watered down to control dust. In addition, compostable materials are watered down during processing to control dust.

- Litter: The facility grounds are maintained on a regular basis.
- Fire protection: Fire inspections are done on a daily basis. A fire trailer is on standby with all equipment needed to fight a fire. Excavator and bulldozer operators are trained to respond to any potential fire problem. All incoming yard debris is processed on a regular basis to keep the pile size manageable.
- Monitoring pile temperature, oxygen, and moisture levels are performed on a regular basis.

Comments:

- The applicant's completed license application and submittals constitutes the Operations Plan, and meets all applicable Metro Code requirements for Section 5.01.270 - General Operating Requirements for Yard Debris Facilities and Section 5.01.280 - General Yard Debris Facility Design Requirements & Design Plans.

**3. ODOR MINIMIZATION PLAN** (corresponds to Metro Code Section 5.01.290 - Yard Debris Facility Odor Minimization Plan).

The Metro Code Odor Minimization Plan requirement is designed to ensure that the facility is operated in a manner that minimizes and mitigates odor impacts on surrounding communities and businesses.

Staff has found that this facility is operated in a manner that meets the applicable Metro Code requirements and has submitted an odor minimization plan as part of the license application. The odor minimization plan sufficiently addresses all processing, odor management and monitoring procedures.

General Description

Since deliveries of accumulated grass clippings from landscape companies can be a primary source of odor, loads of bad-smelling grass clippings are immediately processed. Grass clippings are blended with drier, woody yard trimmings (carbon source). The yard debris is coarsely ground to promote air space in the pile.

Odor complaints: Complaints are documented and investigated by facility staff. Wind speed and direction are noted. Odor control procedures are implemented to include: material mixing, grinding, and changing the time of day the material is turned.

Comments:

- The applicant's completed license application and submittals constitutes the Odor Minimization Plan, and meets all applicable Metro Code requirements for Section 5.01.290 - Yard Debris Facility Odor Minimization Plans.

#### **IV. CONCLUSIONS**

Staff has reviewed all required submittals, and have determined that Allwood Recyclers, Inc. meets the requirements of the Metro Code related to licensing yard debris processing facilities. In addition, staff conducted a site inspection on January 15, 1998 and verified that the facility is currently operated in compliance with applicable provisions in Metro Code Chapter 5.01.

It is necessary for the welfare of the Metro region that the license agreement take effect immediately. Pursuant to Sections 37 (2) and 39 (1) of the Metro Charter, this action is accomplished through a declaration of an emergency. The facility is an existing operation providing necessary services to the public, and potential nuisance impacts from yard debris processing facilities such as odor, dust and noise can adversely affect the welfare of the public.

The license agreement ensures that the facility will operate in accordance with the purpose of Metro's licensing program to protect public health and safety and maintain consistency with the Regional Solid Waste Management Plan. The Metro-licensing program includes problem resolution through intergovernmental cooperation, technical assistance, and enforcement measures.

#### **V. BUDGET IMPACTS**

There will be a slight increase in revenues from the annual license fee paid by the licensee of \$300 per year. Current staffing levels are expected to be adequate to handle any technical assistance or enforcement requirements that might arise from licensing this facility.

#### **VI. STAFF RECOMMENDATION**

Based upon the preceding analysis, it is the opinion of staff that Allwood Recyclers, Inc. should be granted a yard debris processing facility license in accordance with the provisions of the license agreement attached to Ordinance No. 98-731 as Exhibit A.







#### **VII. EXECUTIVE OFFICER'S RECOMMENDATION**

The Executive Officer recommends adoption of Ordinance No. 98-731.

BM:clk  
\\METRO\REMSHARE\DEPT\REGS\YDL\ALLWOOD\STAFFREP\98731.STF

# Allwood Inc.

1997 Aerial Photos

-  Metro Boundary
-  Urban Growth Boundary
-  Parks and Open Space
-  Taxlots
-  County Line
-  Subject Property (white boundaries)



Scale: 1" = 400'  
0 200 400



**METRO**  
600 NE Grand Ave.  
Portland, OR 97232-2736  
Voice 503 797-1742  
FAX 503 797-1909  
Email drc@metro.det.or.us

MAIL THIS APPLICATION TO:

DATE RECEIVED BY METRO:

Metro  
Attn.: Bill Metzler  
Regional Environmental Management  
600 N.E. Grand Avenue  
Portland, OR 97232-2736

**RECEIVED**

DEC 16 1997

METRO REGIONAL  
ENVIRONMENTAL MANAGEMENT

**LICENSE APPLICATION FORM  
YARD DEBRIS PROCESSING FACILITY**

Check all that apply:

- Yard Debris Composting  X
- Other (specify) \_\_\_\_\_

Note: This form should not be used for yard debris reload facilities. A separate form for reload facilities is available from Metro.

Date of Application: November 11, 1997

**PART 1**

1. NAME OF FACILITY: Allwood Recyclers, Inc.

Facility Address: 23001 NE Marine Drive

Fairview, OR 97024

2. PROSPECTIVE LICENSEE

Public Agency: \_\_\_\_\_ Private:  X

Name of Licensee: Allwood Recyclers, Inc.

Mailing Address: PO Box 115

Fairview, OR 97024

Phone Number: (503) 667-5497



3. OWNER(S) OF PROPERTY

Name: Randy Wubben

Mailing Address: 6602 NE 104th Ave

Vancouver, WA 98662

Phone Number: (360) 891-8156

4. SUBCONTRACTOR(S)

Name, address and function of any prospective licensee's facility operation subcontractors:

N/A

5. SITE LEGAL DESCRIPTION

(Include tax lot(s) descriptions, Section, Township and Range):

Site size in acres 6.39 Composting facility area size 5 1/2 acres  
Partition Plat 1993-159-Parcel 1, A Portion of tax lot 15.  
Sited in the S.W. 1/4 & the S.E. 1/4 of Section 22, T.  
1 N., R. 3E., W.M. Multnomah Co., Oregon

SECTION 22 TOWNSHIP 1 N RANGE 3 E

6. ZONING

Present Land Use Zone: M-2, General Industrial

Restrictions: limited to recycling of yard debris, woody

vegetation and wood products only. No treated wood  
to be excepted.

7. Is a conditional use permit necessary for the facility?

Yes \_\_\_\_\_ No  X

If required, has the permit been obtained?

Yes \_\_\_\_\_ No  X

8. PUBLIC HEARING(S)

Date(s) and nature of Public Hearing(s) held or to be held, if any:

N/A

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9. PERMITS ISSUED OR APPLIED FOR

List name and number of all permits (i.e., DEQ Solid Waste Disposal Permit, Conditional Use Permit, National Pollution Discharge Elimination System Permit, Etc.), plus name, address, and contact person at the agency responsible for issuing the permit(s).

Permit(s) Applied for:

NONE

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Permit(s) Received:

NONE

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**10. ESTIMATED QUANTITY OF YARD DEBRIS TO BE ACCEPTED**

Annually: 12,000 cubic yards

Daily: 50-100 cubic yards

Annually: \_\_\_\_\_ tons (optional)

Daily: \_\_\_\_\_ tons (optional)

**11. PUBLIC/COMMERCIAL OPERATIONS**

Will the facility be open to the public?

Yes X No \_\_\_\_\_

Will the facility be open to commercial solid waste collectors?

Yes X No \_\_\_\_\_

**12. OPERATING HOURS AND TRAFFIC VOLUME**

OPERATING HOURS	PUBLIC	COMMERCIAL
Hours Per Day	10	10
Days Per Week 7	7	7
Estimated Vehicles Per Day	60	40

13. Does the owner/operator of this facility own, operate, maintain, have a proprietary interest in, or is the owner financially associated with or subcontracting the operation of the facility to any individual, partnership or corporation involved in the business of collecting residential, commercial, industrial or demolition refuse within the boundary of Metro?

Yes \_\_\_\_\_ No X

14. Will the facility be open to solid waste collection companies who collect outside the boundary of Metro ?

Yes X No \_\_\_\_\_

**PART 2**

**GENERAL FACILITY DESIGN PLAN**

1. Describe how stormwater is managed at the facility.

Run off is routed through a series of swales which drain into  
a large pond on northern property line. This pond is naturally  
vegetated with large cotton wood trees and underbrush, and is  
approximately 1/2 acre in size.

a. Is precipitation run-on diverted around the processing area?

Yes X No \_\_\_\_\_

Describe A swale on the east property line, a swale and berm along  
south line, a swale and berm along north property line.

b. Is run-off from the facility controlled?

Yes X No \_\_\_\_\_

Describe Run-off is directed to swales on East & North property  
lines. Swale on North side is approx. 1/2 acre in size.

2. Describe any barriers that the facility has (or will have) to prevent unauthorized entry and dumping (fencing, gates, locks).

Only entrance to facility is secured with a pad locked gate  
there are swales and berms around the remainder of the property  
line.

3. Are there all weather access roads to the site?

Yes X No \_\_\_\_\_

4. Does (or will) the facility have scales?

Yes   x   No       

5. Does the facility have signs (at entrance, directing traffic flow, public information) ?

Yes   x   No       

Please describe the location(s) and type of sign(s):

Entrance: 6'X8' sign with name, hours, partial product list

Office: Flow direction signs, hours

6. What is the estimated capacity (cubic yards) of the facility storage area(s) for incoming yard debris waiting to be processed?

approx. 2500 Cubic Yards

7. What is the estimated capacity (cubic yards) for finished product storage?

approx. 3500 Cubic Yards

8. Please describe how you handle, store and remove hazardous or other non-permitted or non-compostable wastes delivered to the facility.

Incoming material is closely monitored for unacceptable material.

Laborers check through newly dumped yard debris on a regular

basis and any metal, plastic, paper, glass or any other non-

combustible material is picked out and put into a waste manage-

ment dumpster. Any treated wood is rejected before it is

dumped, or reloaded if we observe when dumping.

### PART 3

#### GENERAL OPERATING PLAN

1. Describe your methods of measuring and keeping records of incoming yard debris.

Every incoming load is hand measured and calculated to cubic yards. A receipt is made out describing material, quantity and cost.

2. How often are the facility grounds cleaned of litter?

On an hourly basis

3. Describe how you encourage delivery of yard debris in covered loads.

Most people that come into this facility have tarped their loads. Those who don't, we verbally remind them to tarp their load on the next visit.

4. Describe how you control the types of materials you receive, and methods for removing, recovering and disposing of non-compostables.

We have a sign describing the material that is acceptable.

Every load is visually checked before dumping, and any material that is unacceptable is not allowed to be dumped. Any material that slips past visual inspection is picked out by laborers after material is dumped, on an hourly basis.

5. Where do you dispose of non-compostable wastes?

Waste Management has a dumpster at our facility which is removed on a weekly or bi-weekly basis, depending on how fast it is filled.

6. Please give a general description of the steps you take to process yard debris (from delivery to end-product).

Incoming material is stockpiled in grinding area. Once a week or as needed, material is processed through a Tubgrinder.

During the grinding process, material is sorted so as not to get too much wood in compost pile. Wood debris is ground up for hog fuel. Compost material is placed in large piles where it is processed into rough compost which is then screened to half inch minus material for retail and wholesale markets.

7. What is the maximum length of time required to process each day's receipt of:

a. Yard debris ? 2 Hours per day

b. Grass clippings ? 2 Hours per day

8. How long does it typically take to process yard debris at your facility (from receipt to finished product)?

Approx. 60 days

a. How long do you cure the finished product?

0

9. If applicable, what are the dimensions of the windrows or piles that are typically constructed at your facility (length, width, height)?

30' X 120' X 20

10. How do you manage the windrows or piles? What kind of equipment do you use?

Composting windrow's are turned with a large dozer and

EXCAVATOR

11. Describe how you control the following:

a. Noise (from machinery and equipment):

All equipment is properly maintained so that noise levels do  
not exceed allowable levels. Equipment operating hours are  
limited to day time operation.

b. Vectors (insects, birds, rodents):

NONE

c. Dust:

Roads are watered down to limit dust. Dry material is watered  
down during processing.

d. Litter:

All litter is picked up daily and placed in dumpster for  
removal.

12. Describe the fire prevention, protection and control measures used at the facility.

Fire inspections are done on a daily basis. A fire trailer  
is on standby with all equipment needed to fight fire. Exca-  
vator and dozer operators are trained for what to do in case of  
fire. Incoming green yard debris is processed on a regular basis  
to keep pile size down to manageable size.



13. Does (or will) the facility have legible sign(s) at public entrances including:

Name of facility?	Yes <u>X</u>	No <u>    </u>
Name of the operator?	Yes <u>X</u>	No <u>    </u>
Hours of operation?	Yes <u>X</u>	No <u>    </u>
List of materials that will and will not be accepted?	Yes <u>X</u>	No <u>    </u>
Schedule of charges?	Yes <u>    </u>	No <u>X</u>
Phone number in case of emergency?	Yes <u>X</u>	No <u>    </u>

14. Describe your methods for monitoring and adjusting the following (during processing):

a. Temperature:

A probe guage is used to check temperature. Pile turning and material mixing method is used to maintain proper temperature.

b. Oxygen levels:

Material is turned with Excavator and Dozer on a regular basis, to allow all material in windrow's to get proper oxygen levels.

c. Moisture levels:

Moisture is checked by sight and feel at this time, a gauge is being ordered for more accurate measuring.. Pile turning and material mixing us used to control moisture levels.

15. In general, what are your plans (existing or proposed) for marketing the finished product?

At this time our retail and wholesale marketing is done by advertising in local newspapers, Yellow pages, local vendors, part time sales person, and growing reputation. Our plans for the future include a full time sales person, continued advertising and we are expanding our delivery capabilities for both:

wholesale and retail customers.

**PART 4**

**ODOR MINIMIZATION PLAN**

1. Generally describe how you handle loads of bad smelling yard debris and grass clippings?

This type of material is immediately mixed with other drier  
material and sometimes wood chips kept in a stockpile for this  
purpose.

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2. Describe your procedures for receiving, recording and remedying odor complaints or odor problems at the facility.

We have not had any odor complaints since we took this facility  
over, in May of 1995. If we did we would document all complaints  
and visit sources of complaints to verify and discuss problem.

Then we would step up our odor control procedures, such as material  
mixing, grinding and change times of day that we would turn this  
material, monitoring wind direction and continue communication  
with source of complaint.

3. Describe your methods for minimizing and controlling odors at the facility.

Material mixing to control moisture. Monitor wind direction,  
temperature and time of day when turning compost piles. Keep  
material processed in a timely manner.

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4. Describe your procedures for avoiding delay in processing yard debris during all weather conditions.

The grinding process is unaffected by weather other than dry conditions at which time we add water during grinding to control dust and moisture. The turning process is done according to weather conditions and material mixing method is used if moisture is high. Low moisture is usually not a problem in our climate.

The final screening process is done on dry days for efficiency.

5. Prior to turning or moving composted material, describe how the following factors are considered:

- a. Time of day:

We usually try to turn piles in the early part of the day rather than in the hot afternoon, when odor seems to be a little worse.

- b. Wind direction:

We avoid turning compost when wind is blowing in a direction of neighboring businesses.

- c. Percent moisture:

When moisture is high, we mix in dry material. When moisture is low, we would either mix in wet material or add water, low moisture isn't usually a problem.

- d. Estimated odor potential:

Turning is avoided during high wind days and when wind is blowing in a undesirable direction.

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## **LIST OF ATTACHMENTS**

- 1. ATTACHMENT A - SITE PLAN**
- 2. ATTACHMENT B - INSURANCE**
- 3. ATTACHMENT C - OTHER REQUIRED PERMITS**

## **1. ATTACHMENT A: SITE PLAN**

The application must contain maps, drawings or diagrams showing the location of the facility at a scale no smaller than one inch equals 100 feet. The following information must be provided:

- a) The boundaries of the facility;
- b) The boundaries of the composting area;
- c) The property boundaries, if different;
- d) The location of all buildings on the property and other pertinent information with respect to the operation of the facility (e.g. water supply, fencing, access roads, paved areas, etc.);
- e) The location and approximate dimensions of receiving, processing, curing, and storage areas for yard debris, end-product, and waste residuals; and
- f) The drainage patterns of the composting facility and surrounding areas. For example, the direction of both on-site and off-site drainage, as well as the location of any ditches, swales, berms, or other structures that exist or will be constructed to control runoff and leachate generated by the facility's operation.
- g) The prevailing seasonal wind directions (Spring, Summer, Fall and Winter).

*(The following additional information is required for all new and proposed yard debris processing facilities:)*

- h) Landscape plan showing the location, size and type of plantings, fences, berms, and existing trees to remain and/or to be removed.
- i) Drawings of the site that indicate location of initial and permanent roads; buildings and equipment to be installed; sewer and water lines; and storm water system. The drawings shall show final grade contours (required for only new or relocating facilities).

## **2. ATTACHMENT "B": INSURANCE**

The application must contain a letter demonstrating that the applicant can obtain public liability insurance, including automotive coverage, in the amounts of not less than Five Hundred Thousand Dollars (\$500,000) for any number of claims arising out of a single accident or occurrence, Fifty Thousand Dollars (\$50,000) to any claimant for any number of claims for damage to or destruction of property, and One Hundred Thousand Dollars (\$100,000) to any claimant for all other claims arising out of a single accident or occurrence or such other amounts as may be required by State Law for public contracts.

## **3. ATTACHMENT "C": OTHER REQUIRED PERMITS**

The application must contain one copy each of any required federal, state, county, city or other permits or licenses and one copy each of all correspondence pertaining to all such permits or licenses.

**LICENSE APPLICANT**

I hereby certify that the information contained in this application is true and correct to the best of my knowledge. I agree to notify Metro within 10 days of any change in the information submitted as a part of this application.

Signature and title of person completing this application:

SIGNATURE \_\_\_\_\_ TITLE President

DATE 11/11/97 PHONE (360) 921-4527

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*Agenda Item Number 6.2*

**Ordinance No. 98-734, Amending and Readopting Metro Code 2.06 (Investment Policy); and Declaring an Emergency.**

*First Reading*

**Metro Council Meeting  
Thursday, March 12, 1998  
Council Chamber**

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING AND )  
READOPTING METRO CODE 2.06 )  
(INVESTMENT POLICY); AND DECLARING )  
AN EMERGENCY )

ORDINANCE NO. 98-734

Introduced by Mike Burton,  
Executive Officer

WHEREAS, The Metro Code, Section 2.06, contains the investment policy which applies to all cash-related assets held directly by Metro; and

WHEREAS, The Oregon Revised Statutes relating to the investment of public funds requires annual readoption; and

WHEREAS, The Investment Advisory Board has reviewed and approved an amendment to the investment policy; now, therefore,

THE METRO COUNCIL HEREBY ORDAINS:

1. That Metro Code Chapter 2.06 is amended and readopted as written in Exhibit A.
2. This Ordinance being necessary for the immediate preservation of the public health, safety and welfare, in order to meet obligations and comply with Oregon Revised Statutes, an emergency is declared to exist, and this Ordinance takes effect upon passage.

ADOPTED by the Metro Council this \_\_\_\_\_ day of \_\_\_\_\_, 1998.

\_\_\_\_\_  
Jon Kvistad, Presiding Officer

Approved as to Form:

ATTEST:

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

\_\_\_\_\_  
Daniel B. Cooper, General Counsel



CHAPTER 2.06

INVESTMENT POLICY

Exhibit A  
Inserted text - bold  
deleted text -  
~~strikethrough~~  
revised lines - | on  
left border

SECTIONS	TITLE
2.06.010	Scope
2.06.020	Objectives
2.06.030	Responsibility
2.06.040	Prudence
2.06.050	Investment Diversification
2.06.060	Competitive Selection of Investment Instruments
2.06.065	Monitoring the Portfolio
2.06.070	Qualifying Institutions
2.06.080	Banking Services (repealed Ord. 97-684 §1)
2.06.090	Safekeeping and Collateralization
2.06.100	Indemnity Clause
2.06.110	Controls
2.06.120	Accounting Method
2.06.130	Reporting Requirements
2.06.140	Performance Evaluation
2.06.150	Policy Adoption
2.06.160	Policy Readoption

2.06.010 Scope

These investment policies apply to all cash-related assets included within the scope of Metro's audited financial statements and held directly by Metro. Other than bond proceeds or other segregated revenues, the total of funds pooled for investments ranges from \$60 million to \$100 million with an average of \$80 million. Funds held and invested by trustees or fiscal agents are excluded from these policies; however, such funds are subject to the regulations established by the State of Oregon.

Funds of Metro will be invested in compliance with the provisions of ORS 294.035 through 294.048; ORS 294.125 through 294.155; ORS 294.810; and other applicable statutes. Investments will be in accordance with these policies and written administrative procedures. Investment of any tax exempt borrowing proceeds and of any debt service funds will comply with the 1986 Tax Reform Act provisions and any subsequent amendments thereto.

2.06.020 Objectives

(a) Safety. Investments shall be undertaken in a manner that seeks to ensure the preservation of principal in the overall portfolio and security of funds and investments. For securities

## CHAPTER 2.06

### INVESTMENT POLICY

SECTIONS	TITLE
2.06.010	Scope
2.06.020	Objectives
2.06.030	Responsibility
2.06.040	Prudence
2.06.050	Investment Diversification
2.06.060	Competitive Selection of Investment Instruments
2.06.065	Monitoring the Portfolio
2.06.070	Qualifying Institutions
2.06.080	Banking Services (repealed Ord. 97-684 \$1)
2.06.090	Safekeeping and Collateralization
2.06.100	Indemnity Clause
2.06.110	Controls
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2.06.140	Performance Evaluation
2.06.150	Policy Adoption
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#### 2.06.020 Objectives

(a) Safety. Investments shall be undertaken in a manner that seeks to ensure the preservation of principal in the overall portfolio and security of funds and investments. For securities

not backed by the full faith and credit of the federal government, diversification is required in order that potential losses on individual securities would not exceed the income generated from the remainder of the portfolio.

(b) Liquidity. The investment officer shall assure that funds are constantly available to meet immediate payment requirements including payroll, accounts payable and debt service.

(c) Yield. The investment portfolio shall be designed with the objective of regularly exceeding the average return on 90-day U.S. Treasury Bills. The investment program shall seek to augment returns above this level, consistent with risk limitations described in this policy and prudent investment principles.

Due to Metro's fiduciary responsibility, safety of capital and availability of funds to meet payment requirements are the overriding objectives of the investment program. Investment yield targets are secondary.

(d) Legality. Funds will be deposited and invested in accordance with statutes, ordinances and policies governing Metro.

#### 2.06.030 Responsibility

(a) Investment Officer. The executive officer is the investment officer of the district. The authority for investing Metro funds is vested with the investment officer, who, in turn, designates the investment manager to manage the day-to-day operations of Metro's investment portfolio, place purchase orders and sell orders with dealers and financial institutions, and prepare reports as required.

(b) Investment Advisory Board (IAB). There shall be an investment advisory board composed of five members.

- (1) Terms of Service. The term of service for citizens appointed to the IAB shall be three calendar years. The term of appointment shall be staggered so that not more than two members' terms expire in any calendar year.
- (2) Appointment. The investment officer shall recommend to the council for confirmation, the names of persons for appointment to the IAB.

- (3) Duties. The IAB shall meet at least quarterly. The IAB will serve as a forum for discussion and act in an advisory capacity for investment strategies, banking relationships, the legality and probity of investment activities and the establishment of written procedures for the investment operations.

(c) Quarterly Reports. At each quarterly meeting, a report reflecting the status of the portfolio will be submitted for review and comment by at least 3 members of the IAB. Discussion and comment on the report will be noted in minutes of the meeting. If concurrence is not obtained, notification will be given to the investment officer including comments by the IAB.

#### 2.06.040 Prudence

The standard of prudence to be applied by the investment officer shall be the "prudent investor" rule: "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived." The prudent investor rule shall be applied in the context of managing the overall portfolio.

#### 2.06.050 Investment Diversification

(Definitions of terms and applicable authorizing statutes are listed in the "Summary of Investments Available to Municipalities" provided by the state treasurer.) The investment officer will diversify the portfolio to avoid incurring unreasonable risks inherent in over investing in specific instruments, individual financial institutions, or maturities.

##### (a) Diversification by Investment

	Percent of Portfolio (Maximum)
(1) U.S. Treasury Bills, Notes, Bonds, Strips and/or State and Local Government Series (SLGS)	100%
(2) Securities of U.S. Government Agencies and U.S. Government Sponsored Enterprises	100%

- |     |  |      |
|-----|--|------|
| (3) | Certificates of Deposit (CD)<br>Commercial Banks in Oregon insured<br>by FDIC  | 100% |
| (4) | Repurchase Agreements (Repo's)<br>Maximum 90-day maturity  | 50%  |
| (5) | Banker's Acceptances (BA)  | 100% |
| (6) | Commercial Paper (CP)<br>Issued by a financial institution,<br>commercial, industrial or utility<br>business enterprise. | 35%  |

For a corporation headquartered in Oregon; A-1 and P-1 only, maximum 90-day maturity; A-2 and P-2, A-1/P-2, or A-2/P-1 only, maximum 60-day maturity.

For a corporation headquartered outside Oregon; A-1 and P-1 only; maximum 90-day maturity

- |     |   |      |
|-----|---|------|
| (7) | State of Oregon and Local Government<br>Securities with A ratings or better                                 | 25%  |
| (8) | State of Oregon Investment Pool   | 100% |
| (9) | Market Interest Accounts and Checking<br>Accounts Minimum necessary for daily<br>cash management efficiency |      |

(b) Diversification by Financial Institution

- (1) Qualified Institutions. The investment officer shall maintain a listing of financial institutions and securities dealers recommended by the IAB. Any financial institution and/or securities dealer is eligible to make an application to the investment officer and upon due consideration and approval hold available funds.

A listing of the eligible institutions shall be held by the investment officer and provided any fiduciary agent or trustee.

- (2) Diversification Requirements. The combination of investments in Certificates of Deposit and Banker's Acceptances as outlined individually at

2.06.050(b) (2) (A) and (C) invested with any one institution shall not exceed 25 percent of the total available funds or 15 percent of the equity of the institution.

(A) Certificates of Deposit - Commercial Banks

No more than the lesser of 25 percent of the total available funds or 15 percent of the equity of the financial institution may be invested with any one institution.

(B) Repurchase Agreements

May be purchased from any qualified institution provided the master repurchase agreement is effective and the safekeeping requirements are met. All repurchase agreements will be fully collateralized by general obligations of the U.S. Government, the agencies and instrumentalities of the United States or enterprises sponsored by the United States government, marked to market.

The investment officer shall not enter into any reverse repurchase agreements.

(C) Banker's Acceptances

Must be guaranteed by, and carried on the books of, a qualified financial institution whose short-term letter of credit rating is rated in the highest category by one or more nationally recognized statistical rating organizations.

Qualified institution means:

- (i) A financial institution that is located and licensed to do banking business in the State of Oregon; or
- (ii) A financial institution located in the States of California, Idaho, or Washington that is wholly owned by a bank holding company that owns a financial institution that is located and licensed to do banking business in the State of Oregon.

No more than the lesser of 25 percent of the total available funds or 15 percent of the equity of the financial institution may be invested with any one institution.

(D) Commercial Paper

No more than 5 percent of the total portfolio with any one corporate entity.

(E) State and Local Government Securities

No more than 15 percent of the total portfolio in any one local entity.

(F) State of Oregon Investment Pool

Not to exceed the maximum amount established in accordance with ORS 294.810, with the exception of pass-through funds (in and out within 10 days).

(G) U.S. Government Agencies

Securities of U.S. Government Agencies and U.S. Government Sponsored Enterprises as defined under ORS 294.035 and/or 294.040. No more than 40 percent of the total portfolio in any one agency.

(H) U.S. Government Treasuries

No limitations

(c) Diversification by Maturity. Only investments which can be held to maturity shall be purchased. Investments shall not be planned or made predicated upon selling the security prior to maturity. This restriction does not prohibit the use of repurchase agreements under ORS 294.135(2). This policy shall not preclude the sale of securities prior to their maturity in order to improve the quality, net yield, or maturity characteristic of the portfolio.

Maturity limitations shall depend upon whether the funds being invested are considered short-term or long-term funds. All funds shall be considered short-term except those reserved for capital projects (e.g., bond sale proceeds).

(1) Short-Term Funds

(A) Investment maturities for operating funds and bond reserves shall be scheduled to meet projected cash flow needs. Funds considered short-term will be invested to coincide with projected cash needs or with the following serial maturity:

25% minimum to mature under three months

75% minimum to mature under 18 months

100% minimum to mature under five years

(B) Investments may not exceed five years. Investment maturities beyond 18 months may be made when supported by cash flow projections which reasonably demonstrate that liquidity requirements will be met. Maturities beyond 18 months will be limited to direct U.S. Treasury obligations.

(2) Long-Term Funds

(A) Maturity scheduling shall be timed according to anticipated need. ORS 294.135 permits investment beyond 18 months for any bond proceeds or funds accumulated for any purpose which the district is permitted by state law to accumulate and hold funds for a period exceeding one year. The maturities should be made to coincide as nearly as practicable with the expected use of the funds.

(B) Investment of capital project funds shall be timed to meet projected contractor payments. The drawdown schedule used to guide the investment of the funds shall evidence the approval of the investment officer and review of the Chief Financial Officer.

(d) Total Prohibitions. The investment officer may not make a commitment to invest funds or sell securities more than 14 business days prior to the anticipated date of settlement of the purchase or sale transaction, and may not agree to invest funds or sell securities for a fee other than interest. Purchase of standby or forward commitments of any sort are specifically prohibited.



(e) Adherence to Investment Diversification.

Diversification requirements must be met on the day an investment transaction is executed. If due to unanticipated cash needs, investment maturities or marking the portfolio to market, the investment in any security type, financial issuer or maturity spectrum later exceeds the limitations in the policy, the Investment Officer is responsible for bringing the investment portfolio back into compliance as soon as is practical.

2.06.060 Competitive Selection of Investment Instruments

Before the investment officer invests any surplus funds, a competitive offering solicitation shall be conducted orally. Offerings will be requested from financial institutions for various options with regards to term and instrument. The investment officer will accept the offering which provides the highest rate of return within the maturity required and within the prudent investor rule. Records will be kept of offerings and the basis for making the investment decision.

2.06.065 Monitoring the Portfolio

The investment manager will routinely monitor the contents of the portfolio comparing the holdings to the markets, relative values of competing instruments, changes in credit quality, and benchmarks. If there are advantageous transactions, the portfolio may be adjusted accordingly.

2.06.070 Qualifying Institutions

The investment officer shall maintain a listing of all authorized dealers and financial institutions which are approved for investment purposes. Written procedures and criteria for selection of financial institutions will be established by the investment officer. Financial institutions must have a branch in Oregon. Any firm is eligible to apply to provide investment services to Metro and will be added to the list if the selection criteria are met. Additions or deletions to the list will be made by the investment officer and reviewed by the IAB. At the request of the investment officer, the firms performing investment services for Metro shall provide their most recent financial statements or Consolidated Report of Condition (call report) for review. Further, there should be in place, proof as to all the necessary credentials and licenses held by employees of the broker/dealers who will have contact with Metro as specified by but not necessarily limited to the National Association of Securities Dealers (NASD), Securities and Exchange Commission (SEC), etc. At minimum, the investment officer and

the IAB shall conduct an annual evaluation of each firm's qualifications to determine whether it should be on the authorized list.

Securities dealers not affiliated with a bank shall be classified as reporting dealers affiliated with the New York Federal Reserve Bank as primary dealers, or meet the criteria for financial institutions.

#### 2.06.090 Safekeeping and Collateralization

All securities purchased pursuant to this investment policy will be delivered by either book entry or physical delivery to a third party for safekeeping by a bank designated as custodian. Purchase and sale of all securities will be on a payment versus delivery basis. The trust department of the bank designated as custodian will be considered to be a third party for the purposes of safekeeping of securities purchased from that bank. The custodian shall issue a safekeeping receipt to Metro listing the specific instrument, rate, maturity and other pertinent information.

Delivery versus payment will also be required for all repurchase transactions and with the collateral priced and limited in maturity in compliance with ORS 294.035(11).

Deposit-type securities (i.e., Certificates of Deposit) shall be collateralized through the state collateral pool as required by ORS 295.015 and ORS 295.018 for any amount exceeding FDIC coverage, recognizing that ORS 295.015 requires only 25 percent collateralization and ORS 295.018 requires 110 percent collateralization when the institution is notified by the state treasurer.

#### 2.06.100 Indemnity Clause

(a) Metro shall indemnify the investment officer, chief financial officer, investment manager, staff and the IAB members from personal liability for losses that might occur pursuant to administering this investment policy.

(b) The investment officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific security's credit risk or market price changes, provided that these deviations are reported to the council as soon as practicable.

### 2.06.110 Controls

The investment officer shall maintain a system of written internal controls, which shall be reviewed annually by the IAB and the independent auditor. The controls shall be designed to prevent loss of public funds due to fraud, error, misrepresentation or imprudent actions.

Metro's independent auditor at least annually shall audit investments according to generally accepted auditing standards and this ordinance.

### 2.06.120 Accounting Method

Metro shall comply with all required legal provisions and Generally Accepted Accounting Principles (GAAP). The accounting principles are those contained in the pronouncements of authoritative bodies, including but not necessarily limited to, the American Institute of Certified Public Accountants (AICPA); the Financial Accounting Standards Board (FASB); and the Government Accounting Standards Board (GASB).

### 2.06.130 Reporting Requirements

(a) A transaction report shall be prepared by the investment manager not later than one business day after the transaction, unless a trustee, operating under a trust agreement, has executed the transaction. The trustee agreement shall provide for a report of transactions to be submitted by the trustee on a monthly basis.

(b) Quarterly reports shall be prepared for each regular meeting of the IAB to present historical investment information for the past 12-month period. Copies shall be provided to the executive officer and the Metro council.

### 2.06.140 Performance Evaluation

The overall performance of Metro's investment program is evaluated quarterly by the IAB using the objectives outlined in this policy. The quarterly report which confirms adherence to this policy shall be provided to the Metro council as soon as practicable.

The performance of Metro's portfolio shall be measured by comparing the average yield of the portfolio at month-end against the performance of the 90-day U.S. Treasury Bill issue maturing closest to 90 days from month-end and the Local Government Investment Pool's monthly average yield.

2.06.150 Policy Adoption

This investment policy must be reviewed by the IAB and the Oregon Short-Term Fund Board prior to adoption by the Metro council. Adoption of this policy supersedes any other previous council action or policy regarding Metro's investment management practices.

2.06.160 Policy Readoption

This policy shall be subject to review and readoption annually by the Metro council in accordance with ORS 294.135(b).

## STAFF REPORT

### CONSIDERATION OF ORDINANCE NO. 98-734 AMENDING AND READOPTING METRO CODE 2.06 (INVESTMENT POLICY); AND DECLARING AN EMERGENCY

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Date: February 26, 1998

Presented by: Howard Hansen

## FACTUAL BACKGROUND AND ANALYSIS

Metro Code, Section 2.06, contains the investment policy which applies to all cash-related assets held directly by Metro. The major objectives of the policy are safety, liquidity, and yield, with safety of capital and availability of funds as the overriding objectives.

The Oregon Revised Statutes requires annual readoption of the investment policy whether or not any amendments are proposed. The last readoption by Metro Council took place April 17, 1997.

A housekeeping amendment is proposed by staff. This amendment has been reviewed with and approved by Metro's Investment Advisory Board. The policy containing this amendment has also been presented to the Oregon Short-Term Fund Board for their review. They review and comment on all public agency investment policies. Their comments have been incorporated in the proposed addition to the policy.

The goal of this amendment is to protect the portfolio against unwarranted sale of investments before maturity in the event diversification requirements become out of compliance after an investment transaction has taken place. Compliance can sometimes be violated if investments mature causing a change in the size of the portfolio or a change in the relationship between investment categories.

The full Chapter 2.06, as amended, is attached to the ordinance as Exhibit A, with the amendment paragraph added as Section 2.06.050(e) shown below.

(e) Adherence to Investment Diversification. *Diversification requirements must be met on the day an investment transaction is executed. If due to unanticipated cash needs, investment maturities or marking the portfolio to market, the investment in any security type, financial issuer or maturity spectrum later exceeds the limitations in this policy, the Investment Officer is responsible for bringing the investment portfolio back into compliance as soon as is practical.*

## EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends amendment and readoption of Metro Code 2.06 by Ordinance No. 98-734.

*Agenda Item Number 7.1*

**Ordinance No. 98-728, Amending the FY 1997-98 Budget and Appropriations Schedule by transferring \$51,623 from Contingency to Personal Services in the Zoo Operating Fund to provide for staffing of the new facilities associated with the Oregon Project; and declaring an emergency.**

***Second Reading***

**Metro Council Meeting  
Thursday, March 12, 1998  
Council Chamber**

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING THE FY 1997-98 )	ORDINANCE NO. 98-728
BUDGET AND APPROPRIATIONS )	
SCHEDULE BY TRANSFERRING \$51,623 )	
FROM CONTINGENCY TO PERSONAL )	
SERVICES IN THE ZOO OPERATING FUND )	Introduced by Executive Officer
TO PROVIDE FOR STAFFING OF THE NEW )	Mike Burton
FACILITIES ASSOCIATED WITH THE )	
OREGON PROJECT, AND DECLARING AN )	
EMERGENCY )	

WHEREAS, the voters approved a bond measure in September 1996 to add an exhibit at the Zoo called the Oregon Project; and

WHEREAS, additional staffing that could not have been reasonably anticipated at the time the budget was developed is necessary in the current fiscal year to successfully open the new entrance and related facilities; and

WHEREAS, the Metro Council has reviewed and considered the need to transfer appropriations with the FY 1997-98 Budget; and

WHEREAS, The need for a transfer of appropriation has been justified; and

WHEREAS, Adequate funds exist for other identified needs; now, therefore,

THE METRO COUNCIL ORDAINS AS FOLLOWS:

1. That the FY 1997-98 Budget and Schedule of Appropriations are hereby amended as shown in the column entitled "Revision" of Exhibits A and B to this Ordinance for the purpose of transferring \$51,623 from contingency to personal services in the Zoo Operating Fund for the purpose of providing for staffing of the new facilities associated with the Oregon Project.

2. This Ordinance being necessary for the immediate preservation of the public health, safety or welfare of the Metro area in order to meet obligations and comply with Oregon Budget Law, an emergency is declared to exist, and this Ordinance takes effect upon passage.

ADOPTED by the Metro Council this \_\_\_\_\_ day of \_\_\_\_\_, 1998.

\_\_\_\_\_  
Jon Kvistad, Presiding Officer

ATTEST:

Approved as to Form:

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

\_\_\_\_\_  
Daniel B. Cooper, General Counsel



**Exhibit A**  
**Ordinance No. 98-728**  
**Zoo Operating Fund**

FISCAL YEAR 1997-98		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<u>Personal Services</u>							
511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Senior Director	1.00	94,774	0.00	0	1.00	94,774
	Assistant Director	1.00	72,203	0.00	0	1.00	72,203
	Managers	3.00	185,827	0.00	0	3.00	185,827
	Senior Program Supervisor	1.00	61,116	0.00	0	1.00	61,116
	Program Supervisor	2.00	105,084	0.00	0	2.00	105,084
	Associate Program Supervisor	3.00	158,478	0.00	0	3.00	158,478
	Senior Service Supervisor	2.00	98,058	0.00	0	2.00	98,058
	Service Supervisor	1.00	44,652	1.00	13,780	2.00	58,432
	Senior Public Affairs Specialist	1.00	46,061	0.00	0	1.00	46,061
	Associate Service Supervisor	9.00	317,170	0.00	0	9.00	317,170
	Senior Administrative Service Analyst	1.00	55,457	0.00	0	1.00	55,457
	Research Coordinator	1.00	55,457	0.00	0	1.00	55,457
	Program Coordinator	2.00	64,938	0.00	0	2.00	64,938
	Asst. Pub. Affairs Specialist	1.00	43,869	0.00	0	1.00	43,869
	Graphics/Exhibit Designer	1.00	39,818	0.00	0	1.00	39,818
	Event Technician	1.00	39,463	0.00	0	1.00	39,463
	Restaurant Manager	0.00	0	1.00	9,853	1.00	9,853
	Catering Coordinator	2.00	73,485	0.00	0	2.00	73,485
	Veterinarian	1.00	49,641	0.00	0	1.00	49,641
	Assistant Research Coordinator	1.00	37,438	0.00	0	1.00	37,438
	Administrative Assistant	1.00	36,081	0.00	0	1.00	36,081
511125	SALARIES-REGULAR EMPLOYEES (part time)						
	Graphics/Exhibit Designer	1.00	39,818	0.00	0	1.00	39,818
	Veterinarian	0.50	29,117	0.00	0	0.50	29,117
	Associate Service Supervisor	0.50	19,690	0.00	0	0.50	19,690
511221	WAGES-REGULAR EMPLOYEES (full time)						
	Administrative Support Assistant C	2.00	66,127	0.00	0	2.00	66,127
	Administrative Secretary	3.00	89,968	0.00	0	3.00	89,968
	Program Assistant 2	2.00	68,716	0.00	0	2.00	68,716
	Receptionist	1.00	20,487	0.00	0	1.00	20,487
	Program Assistant 2-Graphics	1.00	34,368	0.00	0	1.00	34,368
	Office Assistant	1.00	18,593	0.00	0	1.00	18,593
	Retail Specialist	0.00	0	0.00	0	0.00	0
	Program Assistant 1	1.00	28,272	0.00	0	1.00	28,272
	Security Officer 1	3.00	71,811	0.00	0	3.00	71,811
	Management Intern	0.00	0	0.00	0	0.00	0
	Warehouse Assistant	0.00	0	1.00	9,398	1.00	9,398
511225	WAGES-REGULAR EMPLOYEES (part time)						
	Administrative Secretary	1.60	52,350	0.00	0	1.60	52,350
	Security Officer 1-reg	0.50	10,544	0.00	0	0.50	10,544
	Video/Photography Technician	0.50	15,597	0.00	0	0.50	15,597
	Program Assistant 1	1.40	35,199	0.00	0	1.40	35,199
	Animal Hospital Attendant	1.00	24,485	0.00	0	1.00	24,485
	Office Assistant	0.00	0	0.00	0	0.00	0
	Program Assistant 2	0.50	13,308	0.00	0	0.50	13,308
	Educational Service Aide 2	0.00	0	0.00	0	0.00	0
	Secretary	1.50	32,432	0.25	2,167	1.75	34,599
	Food Service/Retail Specialist	0.00	0	0.00	0	0.00	0

**Exhibit A**  
**Ordinance No. 98-728**  
**Zoo Operating Fund**

FISCAL YEAR 1997-98		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
	Program Assistant 2-Graphics	0.50	15,597	0.00	0	0.50	15,597
	Visitor Service Worker 3-reg	4.25	86,761	0.15	1,708	4.40	88,469
511235	WAGES-TEMPORARY EMPLOYEES (part time)						
	Security Officer 1-temp	1.00	19,105	0.00	0	1.00	19,105
	Education Service Aide I	9.88	156,896	0.00	0	9.88	156,896
	Education Service Aide II	1.96	40,071	0.00	0	1.96	40,071
	Office Assistant	0.20	3,387	0.00	0	0.20	3,387
511241	WAGES-SEASONAL EMPLOYEES						
	Visitor Service Worker 3-temp	5.51	92,844	0.00	0	5.51	92,844
	Visitor Service Worker 2-temp	6.93	133,827	0.00	0	6.93	133,827
	Visitor Service Worker 1-temp	20.50	272,233	0.00	0	20.50	272,233
511321	REPRESENTED 483-REGULAR EMPLOYEES (full time)						
	Veterinary Technician	1.00	35,016	0.00	0	1.00	35,016
	Nutrition Technician	1.00	35,016	0.00	0	1.00	35,016
	Shift Supervisor	1.00	26,538	0.00	0	1.00	26,538
	Maintenance Technician	1.00	41,656	0.00	0	1.00	41,656
	Maintenance Worker 2	7.00	252,510	0.00	0	7.00	252,510
	Senior Gardener	1.00	40,194	0.00	0	1.00	40,194
	Gardener 1	7.00	235,873	0.00	0	7.00	235,873
	Custodian	4.00	129,847	0.00	0	4.00	129,847
	Senior Animal Keeper	7.00	258,849	0.00	0	7.00	258,849
	Animal Keeper	25.00	878,582	0.00	0	25.00	878,582
	Maintenance Lead	1.00	43,535	0.00	0	1.00	43,535
	Master Mechanic	1.00	43,535	0.00	0	1.00	43,535
	Maintenance Electrician	1.00	50,196	0.00	0	1.00	50,196
511325	REPRESENTED 483-REGULAR EMPLOYEES (part time)						
	Animal Keeper-PT	1.50	52,524	0.00	0	1.50	52,524
	Typist/Receptionist Reg.(Part Time)	1.65	41,721	0.00	0	1.65	41,721
	Custodian	2.80	94,479	0.00	0	2.80	94,479
	Clerk/Bookkeeper	1.50	40,497	0.00	0	1.50	40,497
	Maintenance Worker 2-PT	2.22	80,987	0.00	0	2.22	80,987
	Maintenance Worker 1-PT	2.35	77,675	0.00	0	2.35	77,675
511335	REPRESENTED 483-TEMPORARY EMPLOYEES (part time)						
	Typist/Receptionist-temp	1.60	33,174	0.00	0	1.60	33,174
	Stationmaster-temp	1.12	28,834	0.00	0	1.12	28,834
	Animal Keeper	0.45	12,450	0.00	0	0.45	12,450
	Custodian	0.72	19,802	0.00	0	0.72	19,802
	Laborer	2.05	48,069	0.00	0	2.05	48,069
	Maintenance Technician	0.34	11,664	0.00	0	0.34	11,664
	Clerk/Bookkeeper	0.60	13,104	0.00	0	0.60	13,104
	Maintenance Worker 3	0.39	12,036	0.00	0	0.39	12,036
511400	OVERTIME	0.00	180,780	0.00	0	0.00	180,780
512000	FRINGE	0.00	1,890,067	0.00	14,717	0.00	1,904,784
<b>Total Personal Services</b>		<b>187.02</b>	<b>7,879,883</b>	<b>3.40</b>	<b>51,623</b>	<b>190.42</b>	<b>7,931,506</b>

Exhibit A  
Ordinance No. 98-728  
**Zoo Operating Fund**

FISCAL YEAR 1997-98		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>Total Materials &amp; Services</b>			4,807,868		0		4,807,868
<b>Total Capital Outlay</b>			920,402		0		920,402
<b>Total Interfund Transfers</b>			1,310,974		0		1,310,974
<u>Contingency and Unappropriated Balance</u>							
599999	Contingency		581,039		(51,623)		529,416
599990	Unappropriated Balance						
	* Unrestricted		4,291,427		0		4,291,427
	* Renewal & Replacement		4,800,000		0		4,800,000
<b>Total Contingency and Unappropriated Balance</b>			9,672,466		(51,623)		9,620,843
<b>TOTAL FUND REQUIREMENTS</b>		<b>187.02</b>	<b>24,591,593</b>	<b>3.40</b>	<b>0</b>	<b>190.42</b>	<b>24,591,593</b>

**Exhibit B**  
**Ordinance No. 98-728**  
**FY 1997-98 SCHEDULE OF APPROPRIATIONS**

	<b>Current Budget</b>	<b>Revision</b>	<b>Proposed Budget</b>
<b>ZOO OPERATING FUND</b>			
Personal Services	\$7,879,883	\$51,623	\$7,931,506
Materials & Services	4,807,868	\$0	4,807,868
Capital Outlay	920,402	\$0	920,402
Interfund Transfers	1,310,974	\$0	1,310,974
Contingency	581,039	(\$51,623)	529,416
Unappropriated Balance	9,091,427	\$0	9,091,427
<b>Total Fund Requirements</b>	<b>\$24,591,593</b>	<b>\$0</b>	<b>\$24,591,593</b>

**ALL OTHER APPROPRIATIONS REMAIN AS ADOPTED**

**STAFF REPORT**

**CONSIDERATION OF ORDINANCE 98-728 AMENDING THE FY 1997-98 BUDGET AND APPROPRIATIONS SCHEDULE BY TRANSFERRING \$51,623 FROM CONTINGENCY TO PERSONAL SERVICES IN THE ZOO OPERATING FUND TO PROVIDE FOR STAFFING OF THE NEW FACILITIES ASSOCIATED WITH THE OREGON PROJECT, AND DECLARING AN EMERGENCY.**

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Date: February 12, 1998

Presented by: Kathy Kiaunis

**FACTUAL BACKGROUND AND ANALYSIS**

Construction of Phase II of the Oregon Project is underway, with a planned September 1998 opening. Phase II includes the new mountain goat exhibit and the new entrance facilities, which include the restaurant, retail and catering facilities.

Included in the proposed budget for FY 1998-99 are several new positions needed to staff these new facilities. Some positions, however, need to be brought on-line during the current fiscal year to be able to achieve a timely opening and successfully meet the revenue goals for the new project. The positions that are needed during this fiscal year are summarized below:

1.00 FTE	Restaurant Manager	\$ 9,853
1.00 FTE	Warehouse Assistant	9,398
.15 FTE	Visitors Service Worker III	1,708
.25 FTE	Catering Secretary	2,167
1.00 FTE	Service Supervisor	<u>13,780</u>
	Subtotal Salaries and Wages	\$36,906
	Fringe Benefits	<u>\$14,717</u>
	<b>TOTAL</b>	<b>\$51,623</b>

**Restaurant Manager**

Prior to the opening of the restaurant in September 1998, considerable work will need to be done to coordinate purchasing, hiring and training staff, menu implementation and other activities associated with opening the facility. This coordination effort will occur at the same time as other Food Services staff are busy with managing the operations of the peak season at the Zoo.

**Warehouse Assistant**

Zoo warehouse operations involve purchasing, receiving, distribution, storing and shipping. With the growth of the catering, food service and retail sections at the Zoo,

warehouse operations will more than double. Additional personnel are essential to staff a second receiving area and support the increased volume.

Prior to the opening of the new retail facilities and restaurant, we will need to order and receive numerous pieces of equipment, supplies and other products. This increased activity is in addition to managing existing zoo warehouse operations during our peak season.

### Visitors Services Worker III

The volume of catering activity at the Zoo has grown 22% in the past three years. A substantial increase in volume is projected with the opening of the new catering and banquet facilities. In general, large groups book 6-18 months in advance depending on the type of event. Increasing the current Visitors Services Worker III from .85 FTE to 1.0 FTE will assist in maintaining our current operations while we pre-sell the new facility.

### Catering Secretary

Similar to the Visitors Service Worker III, an increase in secretarial support is needed to assist with current increases in catering volume as well as meet the demands of new sales and booking activity associated with the Oregon Project. This position is proposed to increase from .75 FTE to 1.0 FTE.

### Service Supervisor

Development of the Zoo's 25-year Capital REplacement Plan has been very beneficial in identifying a needed schedule for maintaining, refurbishing and improving the Zoo's capital assets. We have found over the past two years, however, that we have been unable to complete all needed projects budgeted as a result of inadequate staffing or coordinate the projects. This problem has been exacerbated by the additional demands the Oregon Project has placed on the Facilities Management Division. A Service is requested now to meet the immediate extra work load as a result of the coordination of during the construction of the Oregon Project and to meet needs of other planned capital projects.

### FISCAL IMPACT

This action reduces the contingency for the Zoo Operating Fund but sufficient appropriations remain in contingency for other issues as they arise throughout the fiscal year.

### EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends adoption of Ordinance No. 98-728.

**REGIONAL FACILITIES COMMITTEE REPORT**

**CONSIDERATION OF ORDINANCE NO. 98-728, AN ORDINANCE AMENDING THE FY 1997-98 BUDGET AND APPROPRIATIONS SCHEDULE BY TRANSFERRING \$51,623 FROM CONTINGENCY TO PERSONAL SERVICES IN THE ZOO OPERATING FUND TO PROVIDE FOR STAFFING OF THE NEW FACILITIES ASSOCIATED WITH THE OREGON PROJECT, AND DECLARING AN EMERGENCY.**

---

**Date: March 4, 1998**

**Presented by: Councilor McCaig**

**Committee Action:** At its March 3, 1998 meeting, the Regional Facilities Committee unanimously recommended Council adoption of Ordinance 98-728. Voting in favor: Councilors McCaig, Naito and McFarland.

**Council Issues/Discussion:** Kathy Kiaunis, acting Zoo director, gave the staff presentation. The Zoo has proposed in next year's budget, several new positions related to the Oregon Project. In order to open some of these facilities however, the Zoo has concluded it needs to hire some of these positions in this fiscal year. This resolution approves \$51,623 in expenditures necessary to add 3.4 fte. The funds will come from contingency in the Zoo Operating Fund.

A public hearing was opened and no testimony was offered.

Councilors raised no additional issues.

*Agenda Item Number 8.1*

**Resolution No. 98-2580, For the Purpose of Approving the Columbia River Management Unit Master Plan.**

**Metro Council Meeting  
Thursday, March 12, 1998  
Council Chamber**



BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF APPROVING THE ) RESOLUTION NO. 98-2580  
COLUMBIA RIVER MANAGEMENT UNIT )  
MASTER PLAN ) Introduced by Mike Burton  
) Executive Officer

WHEREAS, in July 1992, through Resolution No. 92-1637, the Metro Council adopted the Metropolitan Greenspaces Master Plan which identifies a desired "regional system of natural areas, open space, trails and greenways for wildlife and people"; and

WHEREAS, the Metropolitan Greenspaces Master Plan calls for the preparation of master plans as a primary strategy for developing the region's open spaces, recreational areas, trails and greenways successfully; and

WHEREAS, the M. James Gleason Boat Ramp, which transferred from Multnomah County to Metro in 1994, lacks a master plan; and

WHEREAS, Metro currently manages the beach area known as Broughton Beach, which is immediately adjacent to the boat ramp under a long-term lease arrangement with the Port of Portland (Port); and

WHEREAS, Metro, in partnership with the Port, Multnomah County and the Oregon State Marine Board, has prepared the Columbia River Management Unit Draft Master Plan (Exhibit A); and

WHEREAS, in addition to participating fully in the preparation of the master plan, the Oregon State Marine Board and Multnomah County are expected to fund approximately two thirds of the master plan improvements; and

WHEREAS the master planning process included various public involvement efforts which resulted in a wide range of comments and opinions; and

WHEREAS, on December 2, 1997, the Regional Parks and Greenspaces Advisory Committee heard public testimony and voted to recommend Council adoption of the Draft Master Plan; and

WHEREAS, on December 5, 1997, the Oregon State Marine Board received a briefing on the Draft Master Plan and voted to approve the Draft Master Plan; and

WHEREAS, the Multnomah County Commission received an information briefing on the Draft Master Plan on January 15, 1998, at which time the Commissioners present spoke favorably of the Plan; now therefore,

BE IT RESOLVED,

1. That the Metro Council approves and adopts the Columbia River Management Unit Master Plan in its entirety as attached as Exhibit A.
2. Metro Council requests the Executive Officer to seek the necessary approvals of the Master Plan from appropriate federal, state and local jurisdictions.
3. Metro will implement the Master Plan in a manner consistent with fiscal appropriations.

ADOPTED by the Metro Council this \_\_\_\_\_ day of \_\_\_\_\_, 1998.

\_\_\_\_\_  
Jon Kvistad, Presiding Officer

ATTEST:

Approved as to Form:

\_\_\_\_\_  
Clerk of the Council

\_\_\_\_\_  
Daniel B. Cooper, General Counsel

## STAFF REPORT

### CONSIDERATION OF RESOLUTION NO. 98-2580 FOR THE PURPOSE OF APPROVING AND ADOPTING THE COLUMBIA RIVER MANAGEMENT UNIT MASTER PLAN

Meeting Date: March 4, 1998

Presented By: Charles Ciecko  
Berit Stevenson

#### PROPOSED ACTION

Resolution No. 98-2580 requests the approval and adoption of the Columbia River Management Unit Master Plan for the existing M. James Gleason Boat Ramp and the adjacent Broughton Beach and Portage Marina parcels located on N.E. Marine Drive along the Columbia River just north of the Portland International Airport.

#### BACKGROUND AND ANALYSIS

In February 1997, the Metro Regional Parks and Greenspaces Department embarked on preparing a master plan for the Columbia River Management Unit. The management unit is comprised of the M. James Gleason Boat Ramp which is currently owned and operated by Metro and the two parcels immediately adjacent to the ramp - the Portage Marina site, located just west of the ramp, and Broughton Beach, located just east of the ramp. Both of these parcels are currently owned by the Port of Portland. Metro currently manages the beach area adjacent to the boat ramp under a long-term lease arrangement with the Port. Negotiations with the Port are underway which would transfer ownership to Metro of the Broughton Beach and Portage Marina parcels. Partners for the master plan include the Port, the Oregon State Marine Board (OSMB), Multnomah County, and Metro.

A public advisory committee (PAC) was formed which included representation from Metro, the Port, Multnomah County River Patrol, the OSMB, and the local neighborhood association. The following elements made up the public participation element of the process:

- mailing to 3,000 users
- 3 public workshops
- 2 meetings with commercial users
- attendance at Bridgeton Neighborhood Association meeting
- press releases and coverage in both the Oregonian and the Freshwater News
- public comment period
- Review by:
  - ◊ Regional Parks and Greenspaces Advisory Committee
  - ◊ Oregon State Marine Board
  - ◊ Multnomah County Commission

## **CITIZEN AND AGENCY RESPONSE**

During the course of the master planning process, two primary public concerns arose. The first of these comes from commercial users of the facility who are concerned that the proposed improvements will not allow their continued use of the boat ramp due to the larger than average size of their boats and vehicles. These users include boat dealers and repair shops, marine construction companies and tug boat operators. Additional public meetings have occurred to address this issue and additional modifications to the plan have been made which indicate a commitment to accommodate large boats and vehicles in the final design and engineering phase to the extent practical, given the facility's primary responsibility to recreational users.

Secondly, a beach user felt that there was not sufficient justification to support improvements to the beach facilities. A subsequent draft included such justification.

Beginning in November, when the first draft was issued for public comment, several interested agencies and committees have been briefed on the project. The plan was discussed at two public meetings of Metro's Regional Parks and Greenspaces Advisory Committee (RPAGAC). At the final meeting on December 2, 1997, the committee voted to recommend Metro Council adoption of the Master Plan. On December 5, 1997, the OSMB was briefed and voted unanimously to approve the draft Master Plan. Finally, the Multnomah County Commission received an informational briefing on January 15, 1998. While the Commission did not act on the information item, there was general support of the plan by the four commissioners present.

## **PLAN HIGHLIGHTS**

Generally, the Conceptual Master Plan recommends improvements in three areas - boater access, River Patrol facilities and day-use facilities for Broughton Beach. The boating improvements include replacing deteriorating boat launching facilities, construction of public restrooms, improving internal vehicular circulation and parking, and improving site access from N. Marine Drive by relocating the existing access to the Portage Marina site. The master plan recommends relocating the existing River Patrol building, boat houses, and storage facilities to the Portage Marina site. Reasons for this recommendation include the cramped conditions of the existing structures, non-compliance with present seismic and other relevant building codes, the building's location within the 100 year flood plain and, most importantly, the current location's conflict and obstruction with the overall efficiency of the boat ramp. The beach and day use improvements are designed to enhance use of an underutilized public recreation resource and address conflicts between pedestrians and motorists along Marine Drive. Improvements such as shared public restrooms, covered picnic shelters, and a dedicated parking area are intended to promote the area as a family-oriented recreational asset. As a result of discussion at the RPAGAC, a modification was made to the plan to include three scenarios for dealing with the parking dedicated to beach users. The Concept Plan provides for 214 spaces to be used primarily by beach users. Scenarios were proposed to provide: 1) all 214 spaces as indicated; 2) 50% of the spaces as paved parking and 50% as gravel parking; or, 3) 50%

paved parking initially and phase the remaining 50% when use supports the need for additional spaces. As mentioned above, the RPAGAC voted to recommend adoption with a strong statement supporting the need to maintain the parking capacity as originally proposed.

### **FISCAL IMPACT**

The Master Plan Appendix includes preliminary cost estimates which total approximately \$4.5 million. In addition, potential funding sources are identified which coincide with the three major areas identified above. Specifically, the OSMB is expected to fund the majority of the boater access improvements; Multnomah County will be responsible for the River Patrol improvements; and, Metro is expected to fund the day-use improvements. The direct construction costs related to the improvements are approximately \$3.3 million. These costs are broken down as follows:

OSMB (boating improvements)	\$1.1 million
Multnomah County (River Patrol)	\$1.4 million
Metro (day-use/beach improvements)	<u>\$0.8 million</u>
Total	\$3.3 million

An additional 35% will be added to the direct construction costs to cover contingency, design/engineering and project administration to bring the total to approximately \$4.5 million.

Final design and engineering for site utilities and the boating improvements are expected to commence in April 1998 and be complete by spring of 1999. (OSMB and ODFW grants have been received which will cover 82% of this cost.) Multnomah County local share funds will make up the balance of these final design and engineering costs. Completed boating facilities could be in operation in fiscal year 2001-2002. The first phase of the beach improvements could be in place by fiscal year 2003-2004. Project timing is tentative and subject to change based on funding availability and other considerations. Project elements are generally independent meaning that, for example, boater access improvements can be accomplished with or without the beach improvements; however, the relocation of the Sheriff's patrol building must occur in advance of the modifications to the boater's parking area.

### **EXECUTIVE OFFICER RECOMMENDATION**

The executive Officer recommends adoption of Resolution No. 98-2580.

## COLUMBIA RIVER MANAGEMENT UNIT DRAFT MASTER PLAN SUMMARY

The management goals and master plan recommendations listed below will allow Metro to continue to provide a safe and efficient boater access to the Columbia River at the existing M. James Gleason Boat Ramp, while also providing quality, family-oriented beach recreation opportunities at adjacent Broughton Beach.

Management Goals
<p><b>Facilities</b></p> <ol style="list-style-type: none"> <li>1. Provide upgraded boat launching facilities</li> <li>2. Develop new day use facilities and amenities</li> <li>3. Enhance the existing bicycle path amenities</li> <li>4. Improve transient boat tie up facilities</li> <li>5. Develop new Marine River Patrol facilities</li> </ol>
<p><b>Resource Enhancement</b></p> <ol style="list-style-type: none"> <li>1. Reestablish the riparian vegetation</li> <li>2. Create a riverfront pedestrian experience</li> <li>3. Mitigate the hardscape improvements with landscaping and enhance the existing natural vegetation</li> </ol>
<p><b>Revenue</b></p> <ol style="list-style-type: none"> <li>1. Balance revenues and operating costs to assure a self-supporting facility</li> <li>2. Structure user fees to accommodate the wide range and frequency of site use</li> <li>3. Identify and incorporate as many new revenue sources(enterprise activity) as feasible</li> </ol>
<p><b>Crime Prevention</b></p> <ol style="list-style-type: none"> <li>1. Enhance park personnel visibility</li> <li>2. Coordinate site monitoring and patrol with the City of Portland Police department</li> <li>3. Foster an atmosphere of self-policing by site users</li> <li>4. Maintain River Patrol presence on the site</li> <li>5. Improve the River Patrol's response to emergencies</li> </ol>
<p><b>Operations &amp; Maintenance</b></p> <ol style="list-style-type: none"> <li>1. Foster an atmosphere that promotes user maintenance</li> <li>2. Establish maintenance standards for the boat ramp, beach and day use facilities</li> <li>3. Establish Management Unit operational standards</li> </ol>
<p><b>Transportation</b></p> <ol style="list-style-type: none"> <li>1. Provide additional site parking for day use</li> <li>2. Solve pedestrian/vehicle conflicts along Marine Drive</li> <li>3. Redesign the site and boat ramp access to eliminate queuing problems</li> <li>4. Provide mass transit on a seasonal basis</li> <li>5. Improve access from Marine Drive into the site</li> </ol>

Recommendations
<ol style="list-style-type: none"> <li>1. Upgrade existing boating facilities. Specifically provide new -               <ul style="list-style-type: none"> <li>&gt; 5 lane ramp</li> <li>&gt; Transient boat dock</li> <li>&gt; Sanitary holding tank pump-out station</li> <li>&gt; Debris boom</li> <li>&gt; Public restroom</li> </ul> </li> </ol>
<ol style="list-style-type: none"> <li>2. Provide new recreational beach improvements which will promote family-oriented day use. Specifically provide -               <ul style="list-style-type: none"> <li>&gt; On site day use parking</li> <li>&gt; Picnic shelters</li> <li>&gt; Public restroom</li> <li>&gt; Accessible fishing pier</li> <li>&gt; Beach loop trail</li> </ul> </li> </ol>
<ol style="list-style-type: none"> <li>3. Provide new River Patrol building and related facilities on Portage Marina site</li> </ol>
<ol style="list-style-type: none"> <li>4. Improve facility access by providing new access / egress along Marine Drive</li> </ol>
<ol style="list-style-type: none"> <li>5. Improve site vehicle circulation and parking facilities by providing new parking lot with a more efficient layout</li> </ol>
<ol style="list-style-type: none"> <li>6. Enhance the facility's natural resources by providing site landscaping and enhanced riparian vegetation</li> </ol>
<ol style="list-style-type: none"> <li>7. Work with local law enforcement agencies to deter criminal activity and promote family-orientation</li> </ol>
<ol style="list-style-type: none"> <li>8. Enhance existing bike facilities by coordinating with on-going BES project to extend 40 mile trail to site</li> </ol>
<ol style="list-style-type: none"> <li>9. Work with PDOT to solve pedestrian/vehicle conflicts along Marine Drive</li> </ol>
<ol style="list-style-type: none"> <li>10. Develop strategies with appropriate agencies that encourage and provide mass transit and shared parking arrangements</li> </ol>

EXHIBIT A

**DRAFT**

DOCUMENT TOO LARGE TO COPY  
PLEASE CONTACT THE METRO  
PARKS AND GREENSPACE PROGRAM  
FOR A COPY.

# Columbia River Gleason Boat Ramp/Broughton Beach

## MasterPlan



## **REGIONAL FACILITIES COMMITTEE REPORT**

### **CONSIDERATION OF RESOLUTION NO. 98-2580, FOR THE PURPOSE OF APPROVING THE COLUMBIA RIVER MANAGEMENT UNIT MASTER PLAN.**

Date: March 4, 1998

Presented by: Councilor Naito

**Committee Action:** At its March 4, 1998 meeting, the Regional Facilities Committee unanimously recommended Council adoption of Resolution 98-2580. Voting in favor: Councilors Kvistad, McLain and Washington.

**Council Issues/Discussion:** Charles Ciecko director of the Parks and Open Spaces Department, and Berit Stevenson project manager in the Property Services Division made the staff presentations. Mr. Ciecko reminded the committee that he had briefed them several months earlier, at a draft stage of the Master Plan. There are several partners in this project, including the Port of Portland, Multnomah County and the State Marine Board. This is a unique property in that it offers a public boating facility, with beach access also. The reasons to proceed with this master plan now are that Metro is managing Multnomah County local share money targeted to this project, as well as state Marine Board funds, and a master plan helps insure that these funds will be spent wisely. In addition, this is a heavy use facility, the demand for which will only grow in the future.

Ms. Stevenson described physical improvements proposed for the facility, including improved access from Marine Boulevard, designed not to interfere with a remodeled boat ramp, moving the site for the sheriff's River Patrol building and providing enhanced beach and picnic facilities. The committee had previously asked whether a shared parking situation could be worked out with the Port of Portland, but this is not convenient for the Port.

In answer to questions about costs, staff replied that total estimated costs are preliminarily identified at about \$4.5 million, with construction costs equaling about \$3.3 million. Metro's contribution to this effort is estimated to be about \$800,000, although the Master Plan, in and of itself does not authorize the expenditure of any funds. That will be done later, with budget and contract approval as authorized by the Metro Council.

Councilor McCaig clarified that \$300,000 is set aside in the Open Spaces Bond Measure for purchase of the nearby beach, but not listed in the Gleason Boat Ramp CIP. Furthermore, although \$800,000 is identified in the masterplan as Metro's contribution to the masterplan for beach improvements, this money has not been budgeted in a Metro budget, nor identified in the CIP. Other funds can be used however, to begin improvements to the River Patrol and boating facilities.



*Agenda Item Number 8.2*

**Resolution No. 98-2616, For the Purpose of Accepting New Nominees for February 1998 to the Metro  
Committee for Citizen Involvement.**

**Metro Council Meeting  
Thursday, March 12, 1998  
Council Chamber**

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF ACCEPTING ) RESOLUTION NO. 98-2616  
NEW NOMINEES FOR FEBRUARY )  
1998 TO THE METRO COMMITTEE ) Introduced by Councilor Susan McLain  
FOR CITIZEN INVOLVEMENT (MCCI) ) Council Liaison to the  
 ) Metro Committee for Citizen Involvement

WHEREAS, the Metro Council adopted the Regional Urban Growth Goals and Objectives (RUGGOs) on September 26, 1991 by Ordinance 91-418B; and

WHEREAS, Citizen Participation is included in the RUGGOs as the first objective under Goal 1, The Regional Planning Process; and

WHEREAS, Objective 1.1 states that Metro shall establish a Regional Citizen Involvement Coordinating Committee (RCICC) to assist with the development, implementation and evaluation of its citizen involvement program; and

WHEREAS, these Bylaws identify the committee as the Metro Committee for Citizen Involvement (MCCI); and

WHEREAS, the Bylaws have been adopted by the Metro Council by Resolution No. 92-1580A on May 28, 1992; and subsequently revised three times, most recently by Resolution No. 94-1986 on November 22, 1994; and

WHEREAS, the Metro Charter called for the creation of an Office of Citizen Involvement, and the establishment of a citizens committee therein; and

WHEREAS, the Metro Council created said Office and established the MCCI as the citizen committee within that Office, by adopted Ordinance No. 93-0479A; and

WHEREAS, the Metro Council accepted the initial membership of the MCCI by Resolution No. 92-1666 on August 27, 1992 with subsequent rounds of applicants approved by

Resolution No. 92-1702 on October 20, 1992; Resolution No. 92-1763 on February 25, 1993;  
 Resolution No. 93-1849 on October 15, 1993; Resolution No. 93-1882 on December 23, 1993;  
 Resolution No. 94-1899 on February 24, 1994; Resolution No. 94-1945 on April 28, 1995;  
 Resolution No. 94-2048 on November 10, 1994; Resolution No. 95-2071A on January 12, 1995;  
 Resolution No. 95-2080A on January 26, 1995; Resolution No. 95-2181 on July 27, 1995;  
 Resolution No. 96-2264 on January 18, 1996, Resolution No. 96-2363 on July 25, 1996;  
 Resolution No. 96-2432 on January 23, 1997; Resolution No. 97-2489 on May 2, 1997;  
 Resolution No. 97-2502 on July 17, 1997, and Resolution No. 97-2531 on December 11, 1997;  
 and

WHEREAS, this portion of the selection process for nomination to the Metro CCI has been initiated, resulting in the nomination of the following citizens:

Job Lazar	6555 Failing Road West Linn, OR 97068	Position 14, District 2 First Term Appointment
Ric Buhler	13001 SE Lusted Road Sandy, OR 97055	Position 22, Outer Clack. Co. Completing Term

BE IT RESOLVED, that the Metro Council accepts the above citizens for membership on the Metro Committee for Citizen Involvement (MCCI).

ADOPTED BY THE METRO COUNCIL this \_\_\_\_ day of \_\_\_\_\_, 1998.

\_\_\_\_\_  
 Jon Kvistad, Presiding Officer

Application for Citizen Involvement

Name JOB LAUR Council district/County CLATSOPAS  
Address 6555 FILING RD State/ZIP WEST Linn OR 97068  
Phone: Home 657 9543 Work \_\_\_\_\_ FAX 657 3151 e-mail \_\_\_\_\_  
Occupation/place of employment REAL ESTATE AGENT

Education, work or volunteer experience I HOLD A BS FROM LEWIS & CLARK COLLEGE AND A JD FROM NORTHWESTERN SCHOOL OF LAW. WHILE IN LAW SCHOOL I VOLUNTEERED AT THE NORTH WEST LEGAL CIVIL AND UPON PASSING THE BAR EXAM I REPRESENTED CLIENTS FOR FREE THROUGH LEGAL AID. ADDITIONALLY I WAS A BIG BROTHER FOR TWO YEARS AND AM STILL IN CONTACT WITH MY "LITTLE BROTHER" WHO IS NOW 21 AND HAS A WIFE AND SON. ATTACHED IS A RESUME TO OVERVIEW MY WORK EXPERIENCE.

List and describe any involvement you have had with groups, boards, organizations, etc.  
PRESENTLY I AM PRESIDENT OF MY CHILDREN'S SCHOOLS PARENT ORGANIZATION. I HAVE WORKED IN THIS GROUP AS CO PRESIDENT FOR 2 YEARS. WE RAISE MONEY FOR THE SCHOOL AND THEN PURCHASE EQUIPMENT FOR THE STUDENTS. AS CO PRESIDENT I RUN THE MEETINGS AND TRY TO KEEP A CONSENSUS. AS A PARENT DEVELOPER I ALSO HAD CONTACT WITH LAND USE BOARDS IN ADDRESSING MY PROJECT PROPOSALS.

- Name the committee(s) you are interested in and explain why you think the committee issues are important
- ① BUDGET REVIEW : IMPORTANCE SHOWS PUBLIC RESPONSIBLE USE OF \$.
  - ② CITIZEN MEMBERS OF ADVISORY COMM : MAKES SYSTEM ACCOUNTABLE TO PUBLIC.
  - ③ NETWORKING OF CITIZEN PARTICIPANTS : HAVE INTERACTIONS AMONG PARTICIPANTS WILL HELP OVERALL GOAL BECOME REALITY FASTER.
  - ④ CENTRALIZED DATABASE : STOP CONFUSION BY HAVING ALL INFORMATION COME FROM ONE SOURCE, REDUCE MAILINGS.
  - ⑤ CLUBS IN SCHOOLS : CREATING PARTICIPATION IN CHILDREN SHOULD ENCOURAGE THEM TO CONTINUE THROUGH THEIR ADULT LIVES. PARTICIPATION IN LOCAL GOVERNMENT BY THE CITIZENS SHOULD MAKE THE PROCESS WORK BETTER.
  - ⑥ COORDINATION OF CITIZEN PARTICIPATION : WILL HELP PUT PEOPLE INTO CORRECT TO HELP IN THE RIGHT POSITION.
  - ⑦ WORK WITH DEPARTMENTS TO DEVELOP A PIP : INCREASE PUBLIC PARTICIPATION IN PLANNING.



List all relevant experiences, skills or interests that have helped to prepare you for a position

on this committee ① MY WORK WITH CEASE ONE PARENT ORGANIZATION HAS TAUGHT ME THE BENEFIT OF COMMUNITY WORK AND HOW MUCH CAN BE ACCOMPLISHED. I FEEL MY WORK AS AN ATTORNEY IN THE REAL ESTATE FIELD IS HELPFUL IN UNDERSTANDING METRO'S PURPOSE, PARTICULARLY I FEEL METRO AND THE URBAN GROWTH BOARD ARE KEEPING THIS AREA BOTH GROWING AND FAIRLY ORGANIZED. WE ARE MAINTAINING OUR QUALITY OF LIFE WHILE SUSTAINING A GREAT LEVEL OF GROWTH.

List two references who are familiar with your community and volunteer work.

MARCIA CHECKIS 655 9729  
DAVID KASINOSKI 693 8404

Optional: Attach resume

Most advisory committees require meeting at least once a month. Meeting hours may be evening or day depending on the committee. Many committees also require some investment in time outside of the meetings. Will you commit to the time required to fulfill your duties if appointed to an advisory committee?  yes  no.

Since some committees may have specific requirements for membership, please request an addendum for specific advisory committees to determine if you qualify for application. Call the Metro Office of Citizen Involvement at 797-1539 for further general information, or call the contact person listed for each individual advisory committee if you have detailed information requests.

Signature

Date

9/23/97

Membership on Metro advisory committees is open to all interested citizens subject to the qualifications determined by the appointing authority as necessary for the conduct of its business. Metro encourages participation in its affairs by all people, especially those who are under represented in public involvement.

Please return to:  
Metro Office of Citizen Involvement  
600 NE Grand Avenue  
Portland, OR 97232

797-1539 (phone) 797-1799 (fax)  
e-mail [MCCI@metro.dst.or.us](mailto:MCCI@metro.dst.or.us) Web Site: [www.metro-region.org](http://www.metro-region.org)

To receive assistance per the Americans with Disabilities Act, call the number above, or Metro teletype 797-1804

Clackamas County

APPLICATION FOR APPOINTMENT TO METRO COMMITTEE FOR CITIZEN INVOLVEMENT (METRO CCI)

Interested in Appointment to Position(s) #: 14 #22 Position 22

The purpose of this form is to obtain general information for use in determining qualifications for nomination and appointment to the Metro Committee for Citizen Involvement. (Metro CCI). Position descriptions are listed on the attached sheet. PLEASE COMPLETE AND RETURN THIS FORM NO LATER THAN 5:00 P.M. JULY 24, 1992 to Gail Ryder, Metro, 2000 S.W. First Avenue, Portland, OR 97201. Please feel free to attach or enclose supplemental information or a recent resume which more fully details your involvement in volunteer activities, public affairs, civic services, affiliations, etc.

Applicants may nominate themselves but are also encouraged to attach nominations from community organizations. One purpose of the Metro CCI is to develop a community organization network in which to share information about Metro.

PERSONAL DATA

Name: BUHLER, ULRICK (RIC) FREDERICK  
(Please type or print last name, first name, middle initial)

Residence Address: 13001 SE LUSTED RD  
(include county) SANDY OR 97055 - CLACKAMAS CO.

Mailing Address: \_\_\_\_\_  
(if different) \_\_\_\_\_

Occupation: ENGINEER (DESIGN/MECHANICAL)

Phone Numbers: 668-6340 255-5780 ext. 219 254-4289  
(Home) (Business) (Other)

Why are you interested in serving on the Metro CCI? I HAVE ALWAYS BEEN INTERESTED IN HELPING PEOPLE, SERVING PEOPLE. I DO NOT ENJOY BEING A "COUCH POTATO." NOW I WANT TO BE PROACTIVE. I WANT TO KEEP OREGON LIVEABLE AND PORTLAND THE TRULY SPECIAL PLACE THAT IT IS.

(I ALSO HAVE A SPECIAL ABILITY OF WORKING W/ A WIDE VARIETY OF PEOPLE)

Are you willing to serve as an alternate? YES

Community Service Activities/Honors: PRESIDENT OF THE BULL RUN  
COMMUNITY ASSOCIATION (CPO) 1990 - PRESENT ; 2-YEARS IN  
URUGUAY, SOUTH AMERICA, AS A SOCIAL WORKER ; EAGLE SCOUT ;  
HEADED VARIOUS COMMITTEES FOR <sup>PUBLIC</sup> WORK PROJECTS ; INTERN  
FOR PORTLAND CITY COUNCIL (1989) ; TEACHER & ADVISOR  
OF FOR EXTRACURRICULAR CLASS FOR TEENAGERS [1991-92] THE CLASS  
WAS HELD 6:30 AM MONDAY-FRIDAY AND HAD OVER 25 PARTICIPANTS]

Educational Background: 5 YEAR B.S. IN DESIGN ENGINEERING (91)  
FROM BRIGHAM YOUNG UNIVERSITY ; MAE COWY GARDNER  
SCHOLARSHIP RECIPIENT - <sup>COLLEGE</sup> STUDY PROGRAM <sup>BASED</sup> IN LONDON, ENGLAND ; ALSO LIVED  
IN MOSCOW, JERUSALEM & CORK, IRELAND (1987)

OPTIONAL

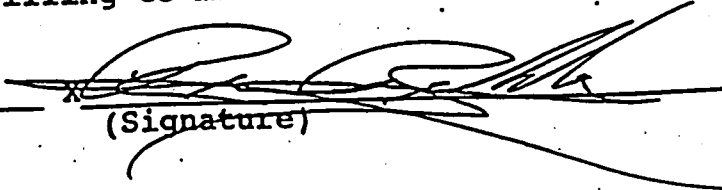
Nominating Group: BULL RUN COMMUNITY ASSOCIATION

On a separate sheet please include the name of the organization, a contact person, address and phone number, and a brief description of the applicant's connection with the organization and why the applicant is deserving of such nomination.

As a resident of either Clackamas, Multnomah or Washington Counties I affirm that all information is true to the best of my knowledge. I understand that any misstatement of fact or misrepresentation of credentials may result in disqualification of my application, disqualification from appointment, or dismissal from the Metro CCI once appointed.

I understand that appointment to this committee will involve a substantial time commitment, including regular, special and sub-committee meetings, and am willing to make such a commitment.

15 JUNE 1992  
(Date)

  
(Signature)

Community Service Activities/Honors: PRESIDENT OF THE BULL RUN  
COMMUNITY ASSOCIATION (CPO) 1990 - PRESENT; 2-YEARS IN  
URUGUAY, SOUTH AMERICA, AS A SOCIAL WORKER; EAGLE SCOUT;  
HEADED VARIOUS COMMTEES FOR <sup>PUBLIC</sup> WORK PROJECTS; INTERN  
FOR PORTLAND CITY COUNCIL (1989); TEACHER & ADVISOR  
OF FOR EXTRACURRICULAR CLASS FOR TEENAGERS (1991-92) THE CLASS  
WAS HELD 6:30 AM MONDAY-FRIDAY AND HAD OVER 25 PARTICIPANTS.]

Educational Background: 5 YEAR B.S. IN DESIGN ENGINEERING (91)  
FROM BRIGHAM YOUNG UNIVERSITY; MAE CONY GARDNER  
SCHOLARSHIP RECIPIENT <sup>COLLEGE</sup> STUDY PROGRAM <sup>BASED</sup> IN LONDON, ENGLAND; ALSO LIVED  
IN MOSCOW, JERUSALEM & CORK, IRELAND (1987)

OPTIONAL

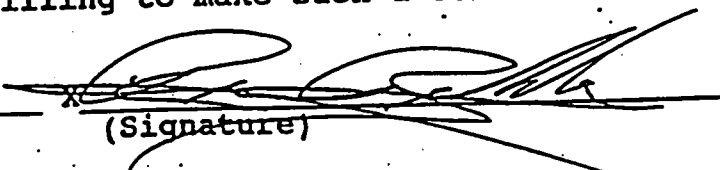
Nominating Group: BULL RUN COMMUNITY ASSOCIATION

On a separate sheet please include the name of the organization, a contact person, address and phone number, and a brief description of the applicant's connection with the organization and why the applicant is deserving of such nomination.

As a resident of either Clackamas, Multnomah or Washington Counties I affirm that all information is true to the best of my knowledge. I understand that any misstatement of fact or misrepresentation of credentials may result in disqualification of my application, disqualification from appointment, or dismissal from the Metro CCI once appointed.

I understand that appointment to this committee will involve a substantial time commitment, including regular, special and sub-committee meetings, and am willing to make such a commitment.

15 JUNE 1992  
(Date)

  
(Signature)



Staff Report

CONSIDERATION OF RESOLUTION NO. 98-2616, FOR THE PURPOSE OF ACCEPTING  
NEW NOMINEES FOR FEBRUARY 1998 TO THE METRO COMMITTEE FOR CITIZEN  
INVOLVEMENT

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Dated: February 13, 1998

By: Cathy Kirchner

Background

Currently, there are vacancies on the Metro Committee for Citizen Involvement (MCCI). At this time, MCCI is requesting acceptance of two nominees to MCCI to begin their terms beginning in February 1998. Nominees for the other positions will be submitted at a later date.

One of these vacancies was created when a committee member resigned because of her work load, and the other vacancy was created when a member was unable to attend meetings due to a family medical crisis.

The MCCI Nominating Committee met to consider applicants and select candidates. After consideration of the applications, the Committee voted to submit the following nominees to Council for approval: Position 14, District 2, Job Lazar and Position 22, Outer Clackamas County, Rick Buhler.

# **GOVERNMENT AFFAIRS COMMITTEE REPORT**

For March 2, 1998

***RESOLUTION NO. 98-2616, FOR THE PURPOSE OF ACCEPTING NEW  
NOMINEES FOR FEBRUARY 1998 TO THE METRO COMMITTEE FOR CITIZEN  
INVOLVEMENT (MCCI).***

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**Committee Action:** The Committee unanimously voted to recommend that the full Council accept the proposed nominees to MCCI.

*Agenda Item Number 8.3*

**Resolution No. 98-2617, For the Purpose of Confirming the Appointment of Anthony Vecchio to the  
Position of Director of the Metro Washington Park Zoo.**

**Metro Council Meeting  
Thursday, March 12, 1998  
Council Chamber**

**BEFORE THE METRO COUNCIL**

**FOR THE PURPOSE OF CONFIRMING )  
THE APPOINTMENT OF ANTHONY )  
VECCHIO TO THE POSITION OF )  
DIRECTOR OF THE METRO )  
WASHINGTON PARK ZOO )**

**RESOLUTION NO. 98-2617  
Introduced by Mike Burton,  
Executive Officer**

**WHEREAS, The Metro Code requires that the Metro Council confirm the  
appointment of Department Directors; and**

**WHEREAS, Anthony Vecchio has been appointed Director of Metro Washington  
Park Zoo; now, therefore,**

**BE IT RESOLVED,**

**That the appointment of Anthony Vecchio to the position of Director of the Metro  
Washington Park Zoo is confirmed by the Metro Council.**

**ADOPTED by the Metro Council this \_\_\_\_ day of \_\_\_\_\_, 1998.**

\_\_\_\_\_  
**Jon Kvistad, Presiding Officer**

RECEIVED  
OCT 23 1997  
MAIL ROOM

Tony  
Vaccaro

20 October 1997

Metro Human Resource Director  
600 NE Grand Avenue  
Portland, Oregon 97232-2736

Dear Human Resource Director,

Thank you for your letter of 26 September. While you already have my resume and cover letter, I don't believe I fully answered your concerns regarding challenges and opportunities for zoos. I would like to respond to that question now and I hope that you will add this letter to the materials I have already submitted.

The biggest challenge facing most major zoos for the foreseeable future is a financial one. As public money becomes scarcer zoos must respond by generating more of their own revenue. There are many ways to do this. The zoo must be adept at each of them. We don't have the luxury of being able to choose one or two means of raising money. At Roger Williams Park Zoo we have been successful on many fronts. We have aggressively identified and pursued grants. In the past ten years we have received the IMS General Operating Support grant five times out of six granting cycles; we have received National Science Foundation grants to support education, research, and exhibit construction; Environmental Protection Agency grants have paid for a number of education programs. The key to acquiring these grants has been our desire to collaborate with other institutions and our desire to produce high quality, innovative programs that will appeal to the granting agencies. As mentioned in my previous letter, attendance and membership have both skyrocketed in the past ten years. This has allowed us to increase our funding in food and gift sales, special events, and the annual appeal. With the help of our outstanding development director we have greatly increased corporate and foundation support and just recently completed our first successful capital campaign to build an education center. Dealing with the financial challenges is not what generally excites zoo professionals, however, until that challenge is met accomplishing the mission becomes impossible.


As we have had considerable financial success here at Roger Williams Park Zoo we have been able to add unique, innovative programs that have opened the zoo up to the broadest possible audience. Some examples are as follows: our award-winning ZooPower program brings at-risk, urban teenagers to the zoo where they are trained to be environmental educators. The teens then teach younger children from the urban community centers. This has opened the zoo up to our urban community in a new way. Not only has this program brought a measure of acclaim it has also brought funding from new sources who were traditionally more interested in social issues rather than wildlife/conservation issues. In 1992 we created the access committee. This group, made up of zoo staff, social service workers, and people with various disabilities, has added input into exhibit design projects, to some site repair work, and into the creation of specialized education programs, all to make the zoo more friendly to visitors with disabilities.

In the area of exhibit design, which is all done in-house, we have adopted Michael Robinson's concept of the Biopark. In each new project we go beyond exhibiting animals; we incorporate plants, geography, history, culture, and art to make our exhibitry appeal to a more diverse audience than ever before. Our most recent major exhibit, the Marco Polo Trail, accomplishes this by introducing the visitor to Marco Polo (via video) and having them follow him on his journey from thirteenth century Italy through the Middle East, around the Himalayas, and into China. This approach is greatly appreciated by teachers and also by the visitors who are looking for the most educational recreational experience possible.

These are a small sample of some of the ways we have attempted to broaden the zoo's appeal. I believe that what is more important than the actual programs that have been created is the working atmosphere here. We strive to be flexible and opportunistic. These qualities combined with a staff-wide dedication to the zoo's mission has allowed us to build one of the best small zoos in the country.

I look forward to discussing some of these issues in detail with your search committee. Please feel free to contact me if you need any further information.

Sincerely,



Tony Vecchio, Director  
Roger Williams Park Zoo

NANCY L. DERRIG  
Superintendent of Parks



VINCENT A. CIANCI, JR.  
Mayor

## Department of Public Parks

*"Building Pride In Providence"*

21 September 1997

Metro Human Resource Director  
Zoo Director Search  
600 NE Grand Avenue  
Portland, Oregon 97232-2736

Dear Director,

I have been recently made aware that the Zoo Director position at the Washington Park Zoo is open. I am enclosing my resume for your consideration. As you will see I have over 20 years experience at four different zoos. I have been director of the Roger Williams Park Zoo for the past nine years.

Roger Williams Park Zoo is a moderate sized zoo. We have 50 full-time employees, forty acres, a budget of a little over \$3 million, 150 species of animals, and just over 1000 specimens. Our attendance this year will be about 750,000 and membership in our support organization, the Rhode Island Zoological Society, is now over 18,000 families. All of the above numbers have grown dramatically since I became director in 1989. Most visible would be the increase in attendance (275,000 in 1988) and membership (600 families in 1988). The Roger Williams Park Zoo has become Rhode Island's number one tourist attraction.

RECEIVED

SEP 25 1997

METRO HUMAN RESOURCE

It will be clear from my resume that I have a strong background in animal management. I have been both a zookeeper and a curator. I also have bachelor's and master's degrees in biology-related fields. What may not be as obvious from my resume is my interest in, enthusiasm for, and growing expertise in being a businessman and community relations representative. I recognize that for a zoo to be successful it must be run like any other successful business. Also, today's zoos have an obligation and responsibility to be important community resources. Therefore, I have worked very hard since becoming a director to learn more about personnel management and business administration through courses and seminars. I have also taken advantage of the opportunity that I have had as director of a moderately sized zoo to gain experience in all areas of zoo management. I have been very active in the areas of public relations, marketing, fund-raising, planning, personnel management, and budget formulation and management.

I will always have a special place in my heart for animals. I continue to be a passionate advocate for conservation and conservation education. However, I now equally relish my role as a leader, a manager, a motivator, a teacher, and a coach of a dynamic institution that is a unique community resource. Having been extremely successful in each of these roles, I now seek another challenge - to direct the Metro Washington Park Zoo with its established reputation for excellence. I hope I will get an opportunity to discuss my qualifications with your search committee. If you need any further information or references please feel free to contact me.

Sincerely,



Tony Vecchio

Director  
Roger Williams Park Zoo



Anthony J. Vecchio

8 McGraw Court  
East Greenwich, RI 02818  
(401) 884 5125

#### EDUCATION

Certificate in Supervisory Management  
Bryant College, Smithfield, RI  
Presently enrolled

Master of Science, Biology (Thesis: Primate Sociality)  
University of South Carolina, Columbia, SC  
May 1986

Certificate of Completion, Ornithology  
Cornell University, Ithaca, NY  
1983

Bachelor of Science, Wildlife Management and Conservation  
The Pennsylvania State University, State College, PA  
November 1977

#### PROFESSIONAL EXPERIENCE

February 1989 - present  
Zoo Director

Roger Williams Park Zoo  
1000 Elmwood Avenue  
Providence, RI 02907

February 1988 - February 1989  
General Curator

Roger Williams Park Zoo

January 1986 - February 1988  
Curator of Mammals

Zoo Atlanta  
800 Cherokee Avenue  
Atlanta, GA 30315

June 1983 - December 1985  
Senior Mammal Keeper

Riverbanks Zoological Park  
500 Wildlife Parkway  
Columbia, SC 29210

September 1979 - June 1982  
Mammal Keeper

Riverbanks Zoological Park

Spring/Summer 1978  
Interpretive Naturalist

Fox Chapel School District  
Pittsburgh, PA

February 1969 - May 1971  
Part-time employee

Highland Park Zoo  
Pittsburgh, PA

#### HONORS AND AWARDS

Vanguard Award, Rhode Island Veterinary Medical Assoc., 1995.

Outstanding Citizen Award, Mayor of Providence, 1994.

Outstanding Service Award, AZA, 1991.

Sigma Xi Society, University of South Carolina, 1985.

#### INSTITUTIONAL AWARDS

Rhode Island Flower and Garden Show, First Place -  
Exhibitor's Choice, First Place - People's Choice, 1996.

AZA Significant Achievement Award - Education,  
"ZooScope", 1995.

AZA Significant Achievement Award - Conservation,  
"Proyecto Titi", 1994.

AZA Significant Achievement Award - Education,  
" ZooPower", 1994.

IAAP Brass Rings - Advertising, 3 awards 1994, 5 awards 1995.

Rhode Island ASLA, First Place, Outdoor Landscaping, 1994.

## GRANTS

Institute for Museum Services, General Operating Support:  
1990, 1992, 1993, 1995, 1997, (Serve as Chairman of  
five-member grant committee).

AAZK, Grant for Keeper-Run Research Project, 1985.

Sigma Xi Society, Grant-in-Aid-of-Research, 1984.

## PROFESSIONAL MEMBERSHIP

### AZA:

AZA Professional Fellow since 1988, member since 1982.

Member: Field Conservation Committee

Ethics Board

Gibbon SSP Management Group

Black Lemur SSP Management Group

Mongoose Lemur SSP Management Group

Pig and Peccary Advisory Group

Rodent and Insectivore Advisory Group

Zoo Conservation Outreach Group (Chair 1991-93)

American Association of Zookeepers (AAZK)

Governor's Commission to Study the Link Between Child Abuse  
and Animal Abuse

Dawn for Children, (Board of Directors)

Rhode Island Natural History Survey (Board of Directors)

University of Rhode Island Advisory Council (Chair 1994-96)

Sigma Xi Society

Rhode Island Legislative Animal Action Coalition (Board of  
Directors)

Other Professional Associations: Animal Behavior Society,  
American Society of Primatologists, International Bear  
Biology Association, Society for Conservation Biology,  
American Society of Mammalogists, American Federation of  
Aviculturists, American Pheasant and Waterfowl Society,  
American Federation of Herpetoculturists.

## PROFESSIONAL CONFERENCE PRESENTATIONS

Small Zoos: Opportunities and Innovations, AZA Eastern Regional, Cleveland, OH, 1997.

Beating Up Zookeepers: Effective Management or Just Good Fun, AZA National, Seattle, WA, 1995, and AAZK National, Detroit, MI, 1996.

Small Zoos and Conservation, Zoos Committing to Conservation, Columbus, OH, 1995.

Zoo Exhibit Design: Where Are We and Where Are We Going?, AZA Northeast Regional, Hershey, PA, 1994.

The Zoos' Role in Conservation Education, National Association of Biology Teachers' Annual Conference, Boston, MA, 1993.

Zoo Conservation Outreach Group: Zoos Helping Zoos Save Wildlife, AAZPA Central Regional, Manhattan, KS, 1993, AAZPA Northeast Regional, Baltimore, MD, 1992, AAZPA Southern Regional, Jacksonville, FL, 1992.

From the Zoo to the Field: A Small Zoo's Role in Habitat Conservation, AAZPA National, Toronto, Canada, 1992.

Animal Rights and Zoos: Is There Common Ground or Just Thin Ice?, AAZPA Northeast Regional, Providence, RI, 1991.

ZooKeeper Training Programs: An Exportable Resource, AAZPA Northeast Regional, Washington, D.C., 1990.

A Small Zoo's Role in Conservation, AAZPA Central Regional,  
Brownsville, TX, 1990.

Cotton-top Tamarins: Model for a Small Zoo's Role in  
Conservation, AAZPA National, Pittsburgh, PA, 1989.

Bringing a Rain Forest to New England, AAZPA Northeast  
Regional, Buffalo, NY, 1989.

Polar Bear Reproduction at Riverbanks Zoo, AAZK National,  
Miami, FL, 1985.

Hamadryas Baboon Research at Riverbanks Zoo, AAZK National,  
Miami, FL, 1985.

Behavioral Research in the Zoo, AAZK Southeast Regional,  
Columbia, SC, 1984.

Grooming Behavior in Hamadryas Baboons, AAZK National,  
Toronto, Canada, 1982.

#### TECHNICAL PAPERS

White-faced Saki Studbook First Edition.

Male Influence on Female Hierarchies in Hamadryas Baboons  
(unpublished Master's thesis).

Consort Relationships: Evidence for the Origin of the  
Hamadryas Baboon Social System, (Master's thesis).

## LECTURING AND TEACHING

### AZA Conservation Academy:

School for Applied Biology, Introduction to Mammals, Primates, and Carnivores, 1994 - 97.

School for Scientific Methods, Introduction, Data Collection, Data Analysis, 1996, Institutional Care and Use Policies, 1997.

Educators Workshop, Education and Design, 1997.

ZooKeeper Training Workshop, one-week seminar for keepers at the Belize Zoo, Belize, Central America, 1990.

Guest Speaker, Presented lectures to various school and community groups about Roger Williams Park Zoo (over 70 lectures), February 1988 - present.

Guest Lecturer, Tufts University, first year veterinary students, (nine lectures), 1988 - 96.

Guest Speaker, Presented lectures to various school and community groups about Zoo Atlanta (24 lectures), 1986 - 87.

Guest Lecturer, University of South Carolina, Anthropology 101, "People, Primates, and Prehistory", 1983 - 85.

Teaching Assistant, University of South Carolina, Ecology, Fall semester, 1984.

Teaching Assistant, University of South Carolina, Biology of Mammals, Fall semester, 1984.

Instructor, ZooCamp, Riverbanks Zoo, 1980 - 85.

## STAFF REPORT

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### RESOLUTION NO. 98-2617, FOR THE PURPOSE OF CONFIRMING THE APPOINTMENT OF ANTHONY VECCHIO TO THE POSITION OF DIRECTOR OF THE METRO WASHINGTON PARK ZOO

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Date: February 19, 1998

Presented by: Mike Burton, Executive Officer

#### BACKGROUND

The Director of the Metro Washington Park Zoo resigned September 5, 1997. After conducting a national search, Executive Officer Mike Burton has appointed Anthony Vecchio as the new Director of the Metro Washington Park Zoo, subject to Metro Council confirmation as required in Section 2.02.080(e) of the Metro Code.

Currently, Mr. Vecchio is the director of the Roger Williams Park Zoo in Providence, RI. He has held that position for the last nine years. Prior to that, he was the curator at the zoo as well. His background includes positions at Zoo Atlanta, Riverbanks Zoological Park, Columbia, SC, and the Highland Park Zoo in Pittsburgh. He received his bachelor of science degree in wildlife management and conservation at Pennsylvania State University, and his master of science degree in biology from the University of South Carolina.

He is an active member of the American Zoological Association (AZA), the American Association of Zookeepers and many other professional zoological associations. He was a recipient of the AZA Outstanding Service Award in 1991.

He has also been active and involved in the community. He received the Outstanding Citizen Award from the mayor of Providence in 1994. He has served on several government commissions, and as a member of the board of directors for several community associations.

Mr. Vecchio has been a guest instructor at several AZA academies and workshops, and provided zookeeper training workshops at the Belize Zoo in Central America in 1991.

#### EXECUTIVE OFFICER RECOMMENDATION

The Executive Officer recommends that Anthony Vecchio be confirmed as the director of the Metro Washington Park Zoo. If approved, Mr. Vecchio would begin serving as director in March, 1998.

**REGIONAL FACILITIES COMMITTEE REPORT**  
**CONSIDERATION OF RESOLUTION NO. 98-2617, FOR THE PURPOSE OF  
CONFIRMING THE APPOINTMENT OF ANTHONY VECCHIO TO THE  
POSITION OF DIRECTOR OF THE METRO WASHINGTON PARK ZOO.**

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Date: March 4, 1998

Presented by: Councilor Naito

**Committee Action:** At its March 4, 1998 meeting, the Regional Facilities Committee unanimously recommended Council adoption of Resolution No. 98-2617. Voting in favor: Councilors McCaig, Naito and McFarland.

**Council Issues/Discussion:** Metro Executive Mike Burton presented this resolution. After praising Ms. Kathy Kiaunis' job as acting director for the Zoo, he described the process, including a national search for hiring the new Zoo director. As a result of the process, Mr. Vecchio emerged as the consensus choice.

Councilor Naito gave high marks to the process and the selection of Mr. Vecchio



Portland can build a lightrail to Oregon City!

(and so much more)

L. O. T. I.

LOOP

ORIENTED

TRANSIT-MALL

INTERMODAL

trackless trolley *Lightrail* STREETCAR RAIL.

*HIGH-SPEED RAIL* *Commuter-rail* AMTRAK

**STERNWHEELER** *Watern taxi* **the bus desiele**

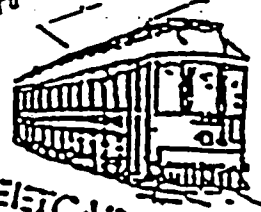
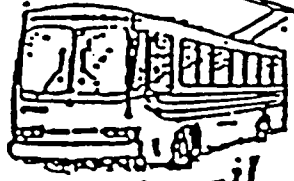


trackless trolley

Portland can build a lightrail to Oregon City!

(and so much more)

HIGH-SPEED RAIL



L. O. T. I.

lightrail

AMTRAK

STREETCAR RAIL

Commuter-rail

The 3 basic elements of the LOTI proposal:

1. Eastbank lightrail alignment, SPRR corridor, Rose Quarter to Oregon City.
2. Trackless Trolley electric buses circulating from the Rose Quarter, across the Steel Bridge, up & down the Transit-mall.
3. Streetcar line extension of the Central City Streetcar from 10th & 11th Avenues, across the Hawthome Bridge, directly to a Water Avenue turn-around, with special access to OMSI.

### Loop Oriented Transit-mall Intermodal

A "Trackless Trolley Loop-Circulator" for Portlands' Transit mall, running from a suitable street at the extended southern end, directly to Union Station, across the Steel Bridge to the Rose Quarter.

LOTI vehicles, similar to Seattles' standard and articulated Trolley-buses, eliminate the expensive, disruptive demolition and track-laying process.

These electrical buses cooperate with diesel buses . Current bus routes need not be displaced off the mall to other streets downtown.

LOTI creates conveniently regular transferring on the Mall, to and from the Rose Quarter transfer center.

A conveniently often transfer vehicle operating from the Rose Quarter serves downtown better, and when combined with an Eastbank lightrail alignment, creates there a true, regional, rapid transit, crossroads-hub.

In this way we create less noise & air pollution on the Mall by reducing, not displacing the number of diesel buses there. It accommodates "trans-Mall" users more frequently than lightrail and adds an important transfer vehicle at the Rose Quarter. It has the expandability to include other modes of transportation and recognizes the importance of the Eastbank corridor as a regional consideration. LOTI corrects a major failing of the Tri-Met system: It is the delay waiting for a transfer which transit users object to, not simply transferring. LOTI accomplishes this end most effectively on the central segment of the system.

Portland can build a lightrail to Oregon City  
and so much more

Portland's South/North lightrail proposals are now led by three players. Metro, Buckman & AORTA. The South/North rail project should be built this way! No! This way! No! It is going to be built Metros' way, and only Metros' way! These players are not alone in proposing projects. The route from Clackamastown Center north via I-205 to Gateway has been proposed by many people. Many see the Glen Jackson Bridge route into Clark County as even more supportable by junctioning it into the airport extension. A growing number of people are within no-build groups who have lost faith in the project as laid-out by Metro, oppose densifying stable neighborhoods, or oppose expensive, overly bureaucratic mass transit projects, altogether. They are proposing *anything* but lightrail.

I am not a no-builder. Lightrail can be an ideal component to any mass transit system. My outspoken opposition to the alignment Metro has concocted is based on thorough & critical analysis. I award Metro with a grade of D+ for their so-called "cost-cutting" measures. The + for reassuring the public that lightrail can work, but the less than passing grade for nearly every alteration to the project which leaves it essentially unchanged. The project is now actually worse after Measure 32.

AORTA contends that the costs of routing lightrail on the Transit Mall do not have enough return to justify the investment; that the operational mingling there between lightrail and buses is questionable; that this extremely expensive lightrail plan alone will do nothing to reduce current automobile dependency. I agree

Buckman Neighborhood Association contends there is greater need for transit investments on the east side of the Willamette. I agree, and add that in order to create an improved transit system for downtown Portland, investment on the eastside is essential.

North Portlanders have had their support turned against them in Metros' long-delayed decision to build along I-5, not on the supported Interstate Avenue and Kenton District. The north extension will have a net loss of transit ridership because it has longer walks to fewer stations for the riders of the #5 busline it replaces. Thus, it effectively leaves the region in the unenviable position of forcing Vancouver to accept the project, despite their voter rejection in 1995, despite other viable options.

The directly affected neighborhoods of Milwaukie, Hector Campbell & Harmony Road voted "no confidence" in their mayor and city council when their concerns about the alignment and subsequent development were officially shrugged off as, "the minority opinion". The Milwaukie Democracy Project recall was a victory for Democracy. It was not a "disaster brought on by non-voting Milwaukie citizens".

The list of blunderous flaws along the entire proposed route is unbelievable. However, with true cooperation, (can you say cooperation?), I believe support can be rebuilt in Milwaukie, Railroad Ave & Harmony Road neighborhoods, North & Northeast Portland, in Vancouver and with the many groups who have no confidence in the planning, related land use development aspects or the shenanigans of politicians.

Since the Spring of 1995, an additional, little known, extensively detailed proposal has been presented before Metro council hearings but has received no response or been given any public attention. It includes the very first lightrail alignment to be considered in 1993 that was then supported by Buckman neighborhood, AORTA and others. Two years after Metros' controversial rejection, this original alignment was resubmitted, incorporating two additional transit modes: streetcars & trackless trolleys. In their appropriate application, these broaden the possibilities of cost containment & public/private partnerships, reduce property displacements of home & business (preservative redevelopment), and increase fundamental transit efficiency.

The 1995 proposal is entitled: LOTi Loop Oriented Transit-Mall Intermodal (pronounced lot E, a derivative of Charlotte, a family name). LOTi defends that the *best* way to serve the Mall is not with lightrail, but with trackless trolleys (thank you Ray Polani), serving the entire length of the extended Mall in a closed loop, to and from the Rose Quarter; defends that the South/North lightrail is *best* routed via Water Ave on the east side of the Willamette, directly to the RoseQuarter, enter the East/West line toward town and return at the Galleria turnaround; and defends that the *best*, first extension of the Central City Streetcar is across the Hawthorne Bridge for superior access to the OMSI and Tom McCall Waterfront Park and act as an east-west transfer and circulator.

LOTi realigns the Milwaukie & Clackamastown segments, serving each more effectively with "spur" streetcar rail systems, leaving the S/N entirely on the Union Pacific rail corridor with a final destination of Oregon City. Cost savings reduce required ridership development. Reaching Oregon City guarantees increased ridership. LOTi has evolved into a phenomenal project encompassing 5-7 logical, practical streetcar lines, 9 trackless trolley lines, 6 lightrail lines, high-speed and commuter-rail potential and several highway improvements including a fine Morrison Bridge/I-5 rebuild, an interesting treatment for the Milwaukie-Powell intersection and rebuilding the Ross Island Bridge "mess" as the best option in the "South Willamette River Crossing Study". Not AORTA, not Buckman, not Metro has developed anything near as extensive a regional proposal as LOTi. Maximum advantage: LOTi. Portland must have a public appraisal of LOTi.

If the future of Portland is to be an "International City", we must increase transit ridership between 3 to 6 times, and increase walk/bike trip generation by 10 times. International cities fund successful rail-oriented mass transit with gasoline taxes 10 times what Americans pay. We should increase our basic gasoline taxes initially 15 to 20 cents and that funding go to mass transit. The reality is that any future electric or hybrid automobile cannot possibly solve the multitude of problems related to auto dependency. The future for Portland has hope, as all American cities can derive hope from some progress in urban design advancing here. But until we admit to the abject failure of the automobile-oriented lifestyle, and begin to build efficient electric mass transit systems whose costs can be kept from "out of control" escalation, build them extensively with an unprecedented cooperation between every single American who can participate in a "New American City Renaissance", we will not be able to stop our precipitous decline of environmental degradation and social disintegration.

## LOTi , the cooperative compromise

The South/North lightrail must change. A sincere attempt to rebuild support among concerned citizens who signed a "blank check" with the 1994 bond measure, but do not approve of the alignment is required from Metro, local and state politicians. Until the route is realigned significantly, not just shiftily rearranged, opposition from every position (citizen-led transit advocacy group opposition, fiscal conservatives, no-growthers ), is justifiable. It was people who support mass transit, but are against the impractical, intrusive, & inefficient alignment that brought the failure of Measure 32. Believe it or not, Bill Sizemores' efforts created very little new opposition.

LOTi offers acceptable alignment changes in all regions where discontent still rages. It has always been much more of a compromise than recent alignment proposals. Extremely high costs of routing destructively through downtown Portland, Milwaukie & Clackamas Town Center are avoided, yet each area is better served with low cost, more appropriate vehicles that have greater potential growth patterns and should attract additional private funding.

LOTi offers cost reductions, and because Oregon City is reached, ridership related new development is reduced and spread over a longer distance, perhaps to the degree of an acceptable level. Hello?

LOTi's streetcar line at "Clackamastown" initiates a lightrail line northward via the I-205 corridor and the airport lightrail extension into Clark County via the Jackson Bridge. Portland east county needs an investment in transit running north/south to encourage ridership onto the the junctions at Gateway and Clackamastown. East Portland neighborhoods cannot endure the terrible through-commute that every major E/W corridor has become.

LOTi proposes a commuter-rail system via the existing railroad lines. Vancouver would then have a commute system from east Clark County to Vancouver and then into Portland. These 3-6 transets would be then usable for commuting to Olympia, Salem & other destinations daily. Weekend trips to coastal cities & eastern Oregon are also an attractive possibility. Dropping the newly added, expensive and unproductive segment north of Rose Quarter gives Vancouver time to further consider these viable, attractive options.

LOTi builds much more than a new lightrail line. Much more. MAX scale lightrail has reached a limitation that is demonstrably resolved with the addition of streetcar scale lightrail vehicles. The trolley-bus vehicle on the Transit Mall resolves the dilemma of transit improvements where existing bus systems must be preserved.

## BENEFITS:

**Avoids** expensive, controversial bridge crossing of the Willamette.

**Avoids** expensive reconstruction of the Transit Mall.

**Avoids** disruptions to transit service & downtown businesses during construction.

**Avoids** dislocation & dispersal of transit service after construction to 5th, 6th, 10th, & 11th Avenues; proven to be less efficient than the current configuration.

**LOTi** adds 3 streetcar routes which form the beginnings of *planned* future rail extensions.

**Helps** build riverfront improvements on the Eastbank of the Willamette, including "The Promenade".

**OMSI** will be served at its' front entrance rather than its backside parking lot, or not at all.

**Create** at the Rose Quarter, a *true*, regional, rapid transit, crossroads-hub. The LOTi vehicle accepts transfers from bus routes, both Max lines, serves the entire length of the Mall, and eliminates timing & capacity considerations. At the Rose Quarter junction, Max trains "line-up", side-by-side, *under cover*, ( a 10' to 30' entire length transfer). Transferring downtown at Pioneer Courthouse Square, Max trains are 1-2 blocks apart, *uncovered*, with one street crossing. Downtown train connections and transfers cannot be timed. During rush hours the S/N line can easily enter the E/W line, run downtown and turn around at 11th. The rest of the time (80%), transferring at Rose Quarter, E/W Max can handle the transfers, making both lines more efficient. LOTi arrives downtown sooner than Metro alignments.

**Serves** the Transit Mall more frequently lightrail's 15 minute operating time ( 2-4 minute operating time ).

**Reduces** the number of noisy, polluting diesel buses on the Mall and 10th & 11th Avenues.

**Piggy-backs** investment onto high-speed rail, Amtrak, freight & commuter-rail corridor, a guaranteed, voter-approved destination of Oregon City.

A trackless trolley extension to OHSU is both less expensive & technically superior because the steep ascending and especially descending requires greater traction than rail provides for safety reasons.

Reduces the number of "track-wearing" curves between "Clackamastown" and Rose Quarter. LOTi also reduces the number of stops from 23 to 14. This makes the Max vehicle operate "fast-moving" as it is designed to be. A lightrail that acts like a commuter-rail. The land use goals are not sacrificed; they are improved by the streetcar line extensions further into redevelopable area, *preservatively, not destructively*.

Swan Island, an underated, exceptionally ideal route north must be considered; via Larrabee (an original rail corridor), Interstate (an endorsed future corridor), through the Albina District (development potential), and onto the SPRR corridor (maintenance benefit), and "final destination" at the large employment & active commerce base there; and, at some future date, extend north. Extending through North Portland will unproductively eliminate Vancouvers' option of choosing a Jackson Bridge route. If Portland builds a line to the airport, that route must be reconsidered. Fair, Fareless LOTi Benefit List never stops growing!

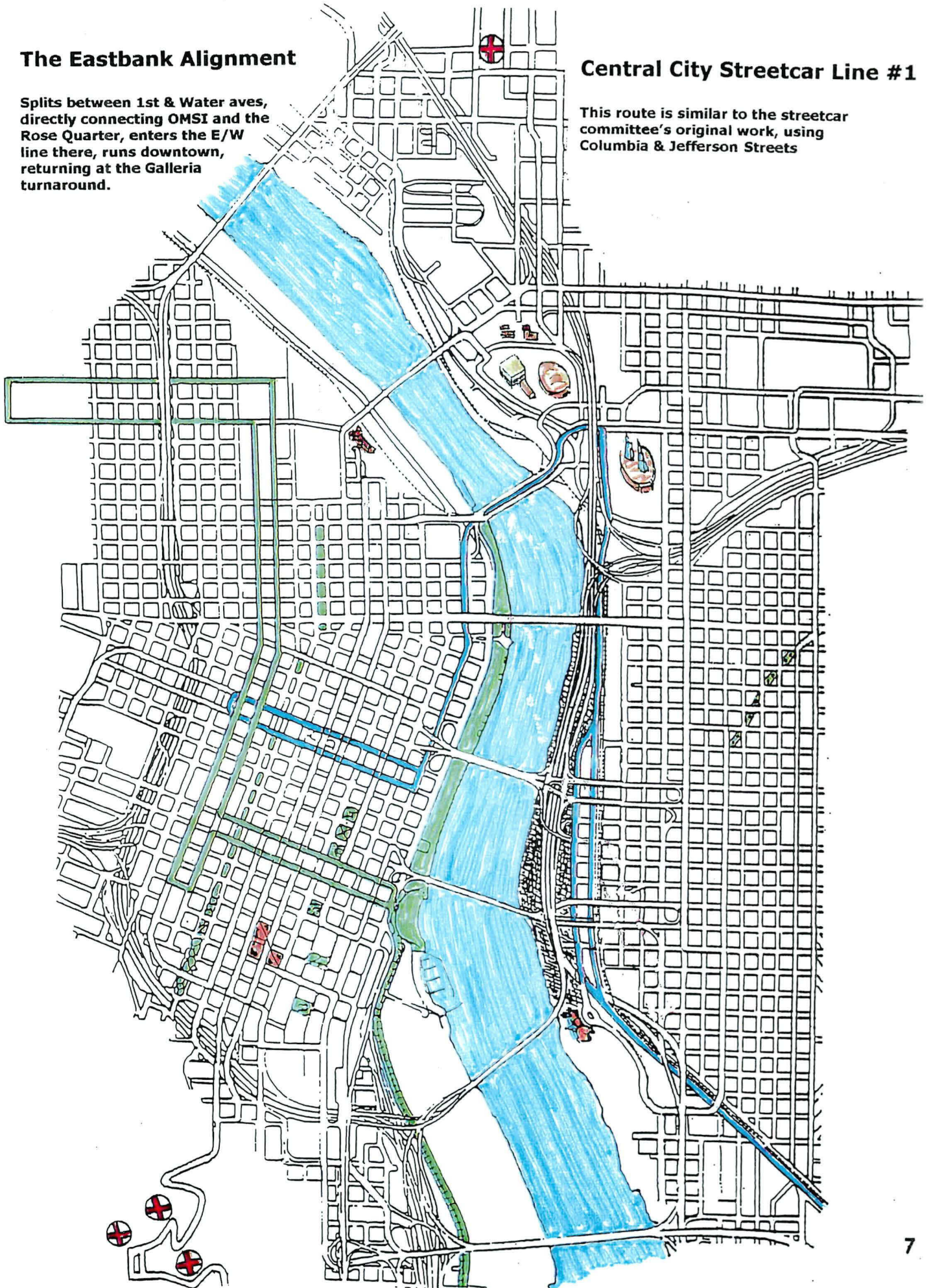


## The Eastbank Alignment

Splits between 1st & Water aves, directly connecting OMSI and the Rose Quarter, enters the E/W line there, runs downtown, returning at the Galleria turnaround.

## Central City Streetcar Line #1

This route is similar to the streetcar committee's original work, using Columbia & Jefferson Streets





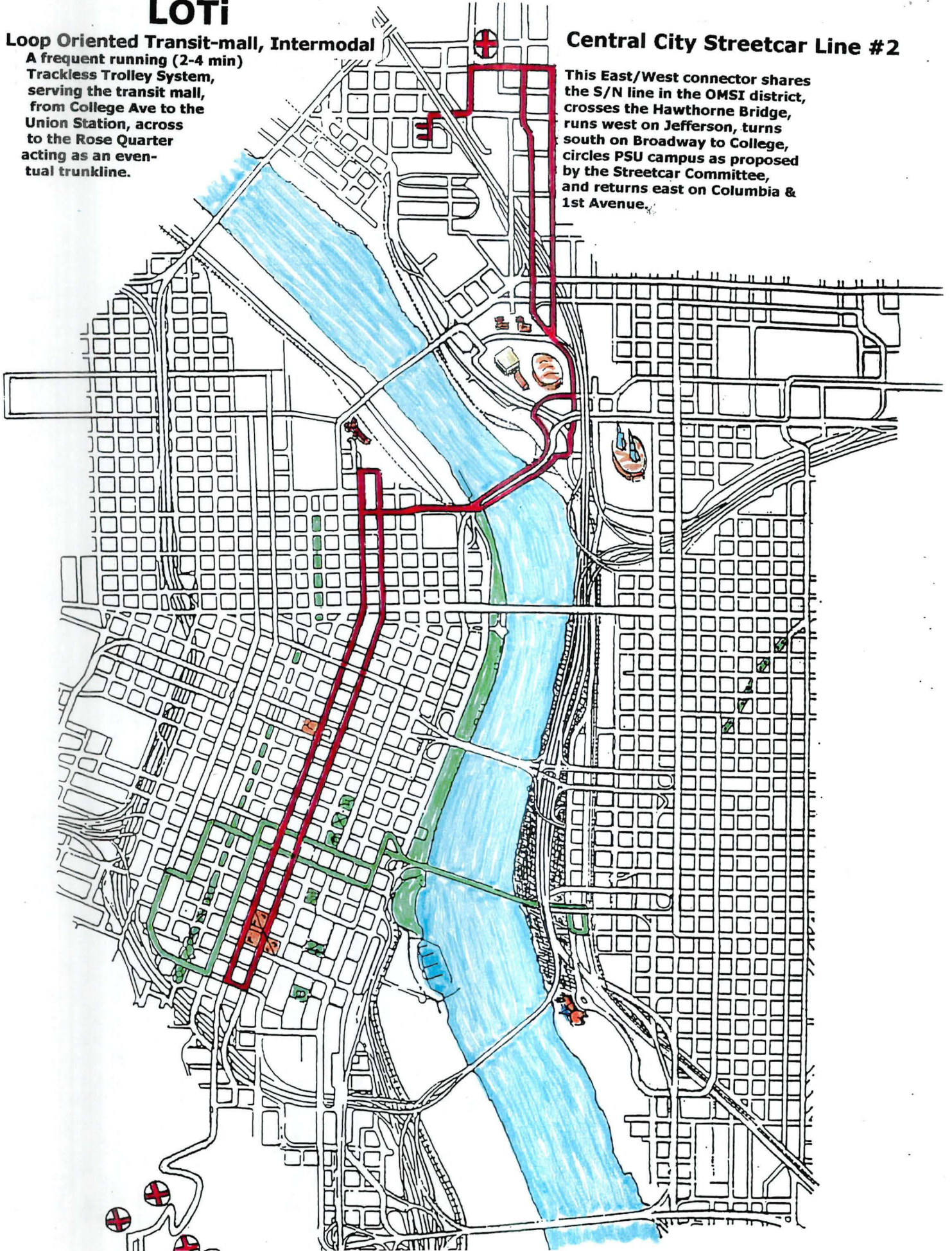
# LOTi

## Loop Oriented Transit-mall, Intermodal

A frequent running (2-4 min)  
Trackless Trolley System,  
serving the transit mall,  
from College Ave to the  
Union Station, across  
to the Rose Quarter  
acting as an even-  
tual trunkline.

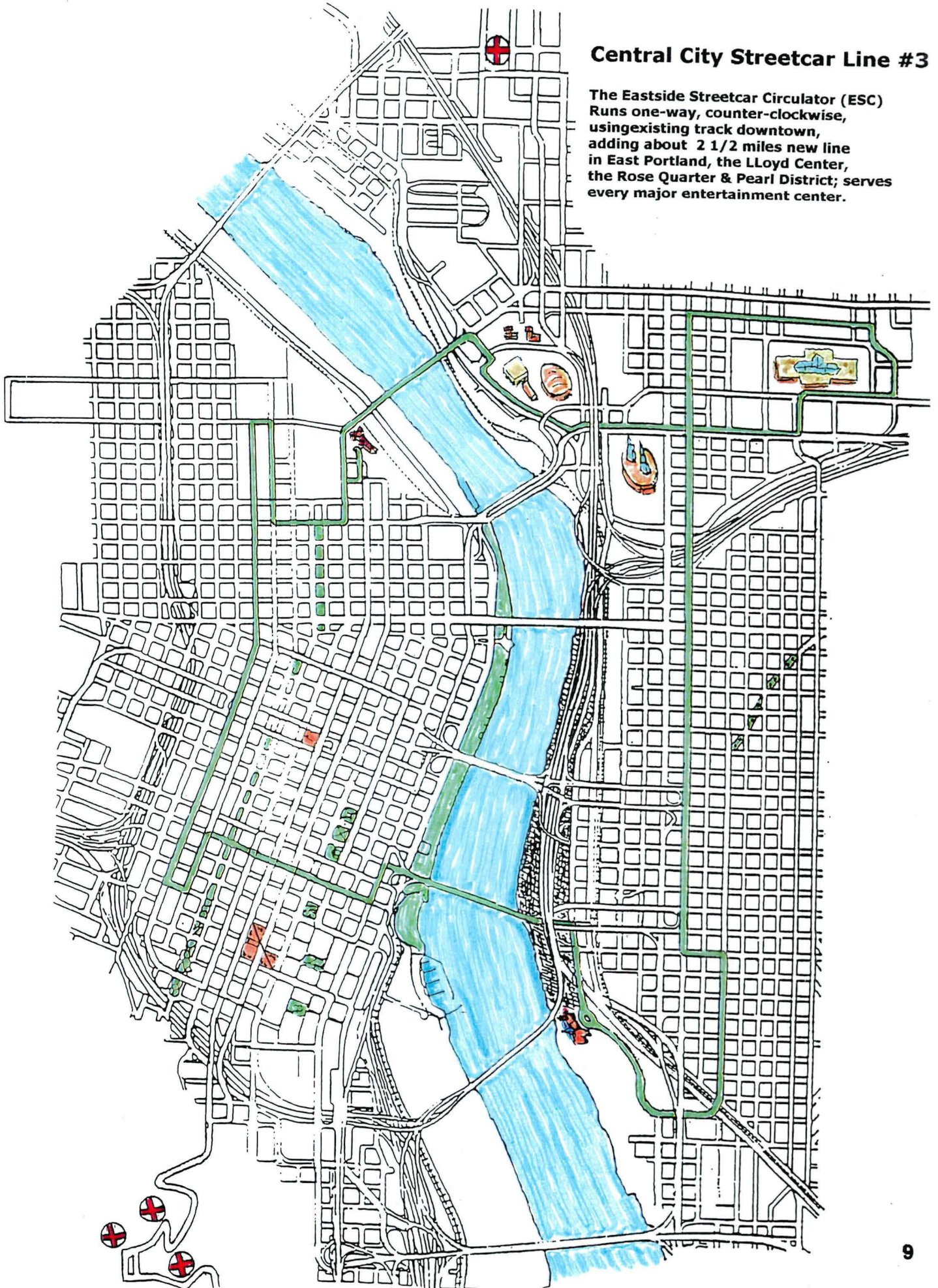
## Central City Streetcar Line #2

This East/West connector shares  
the S/N line in the OMSI district,  
crosses the Hawthorne Bridge,  
runs west on Jefferson, turns  
south on Broadway to College,  
circles PSU campus as proposed  
by the Streetcar Committee,  
and returns east on Columbia &  
1st Avenue.



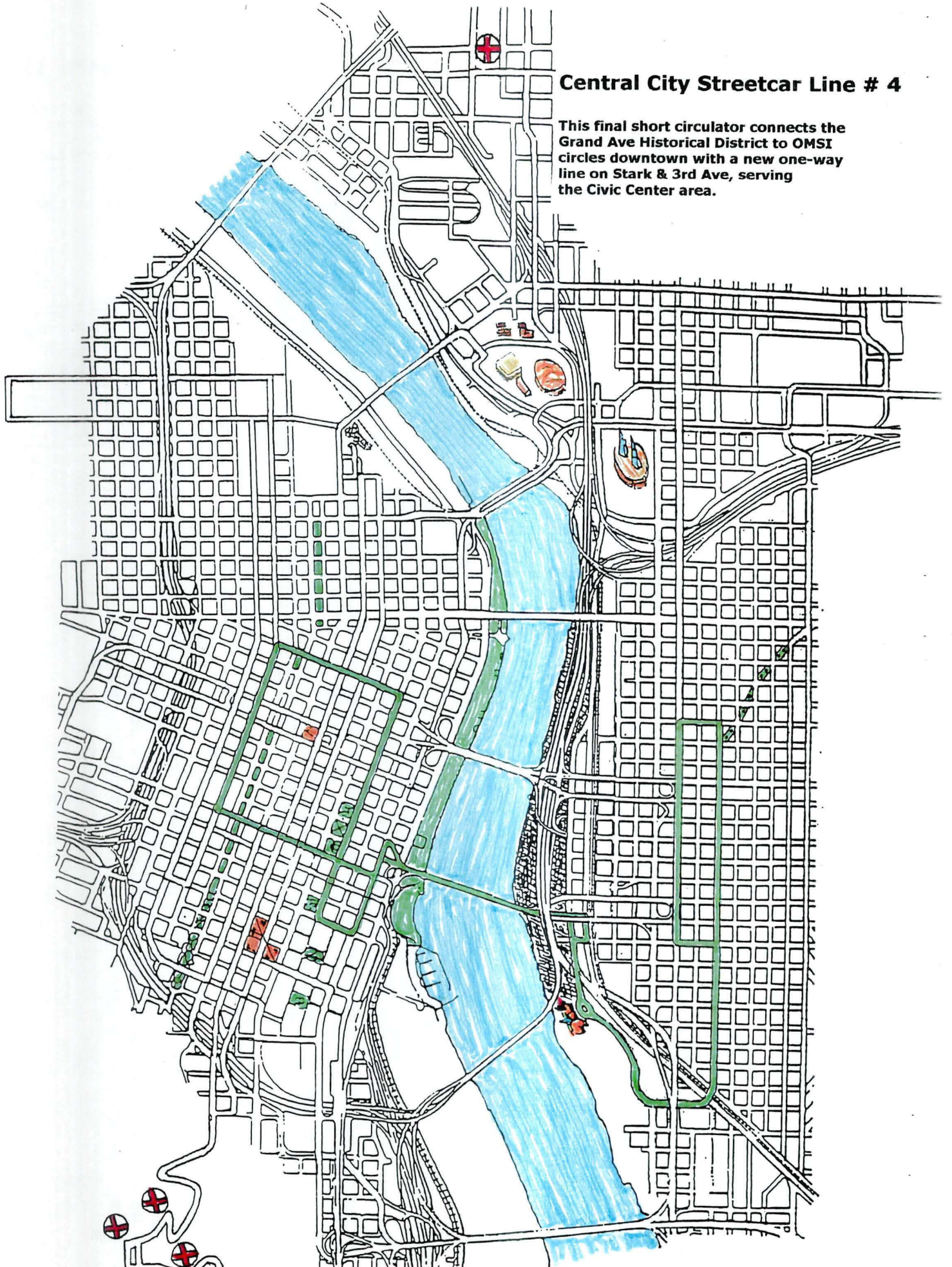
### Central City Streetcar Line #3

The Eastside Streetcar Circulator (ESC)  
Runs one-way, counter-clockwise,  
using existing track downtown,  
adding about 2 1/2 miles new line  
in East Portland, the LLOYD Center,  
the Rose Quarter & Pearl District; serves  
every major entertainment center.



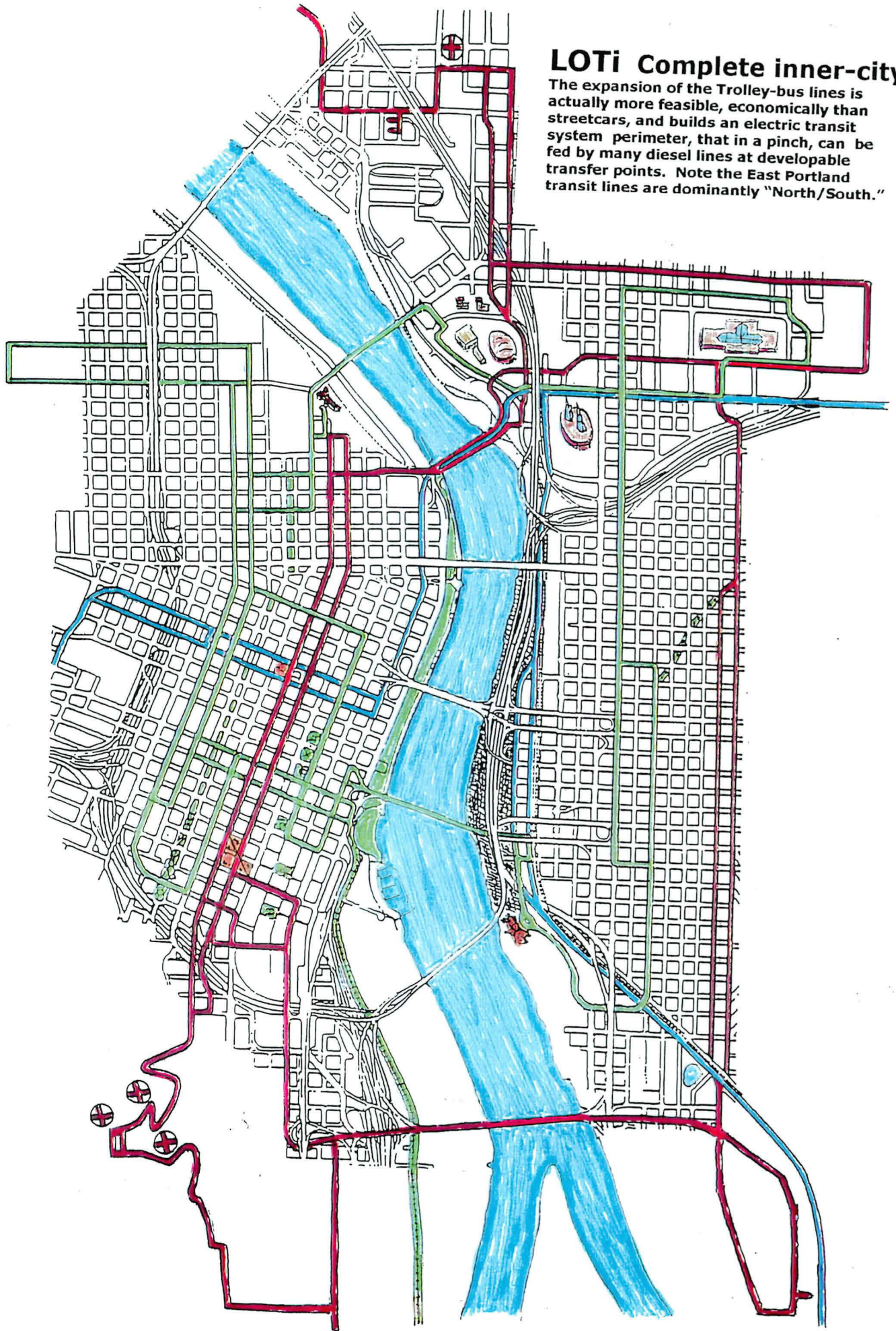
## Central City Streetcar Line # 4

This final short circulator connects the Grand Ave Historical District to OMSI circles downtown with a new one-way line on Stark & 3rd Ave, serving the Civic Center area.



## LOTi Complete inner-city

The expansion of the Trolley-bus lines is actually more feasible, economically than streetcars, and builds an electric transit system perimeter, that in a pinch, can be fed by many diesel lines at developable transfer points. Note the East Portland transfer points. Note the East Portland transit lines are dominantly "North/South."

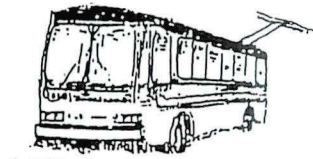


# LOTI

**The Loti**  
 Outlines the 3 Streetcar lines,  
 alignment following the Union  
 construction & displacements,  
 potential, broadens electric

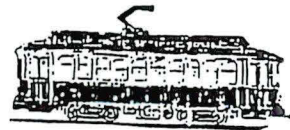
**BONUS**

1 HIGH-SPEED RAIL SYSTEM  
 4 COMMUTER-RAIL SYSTEMS



1 TRACKLESS  
 TROLLEY SYSTEM

2 miles



3 STREETCAR  
 RAIL SYSTEMS

5 additional miles

COMMUTER-RAIL  
 TRAINSETS SERVING:

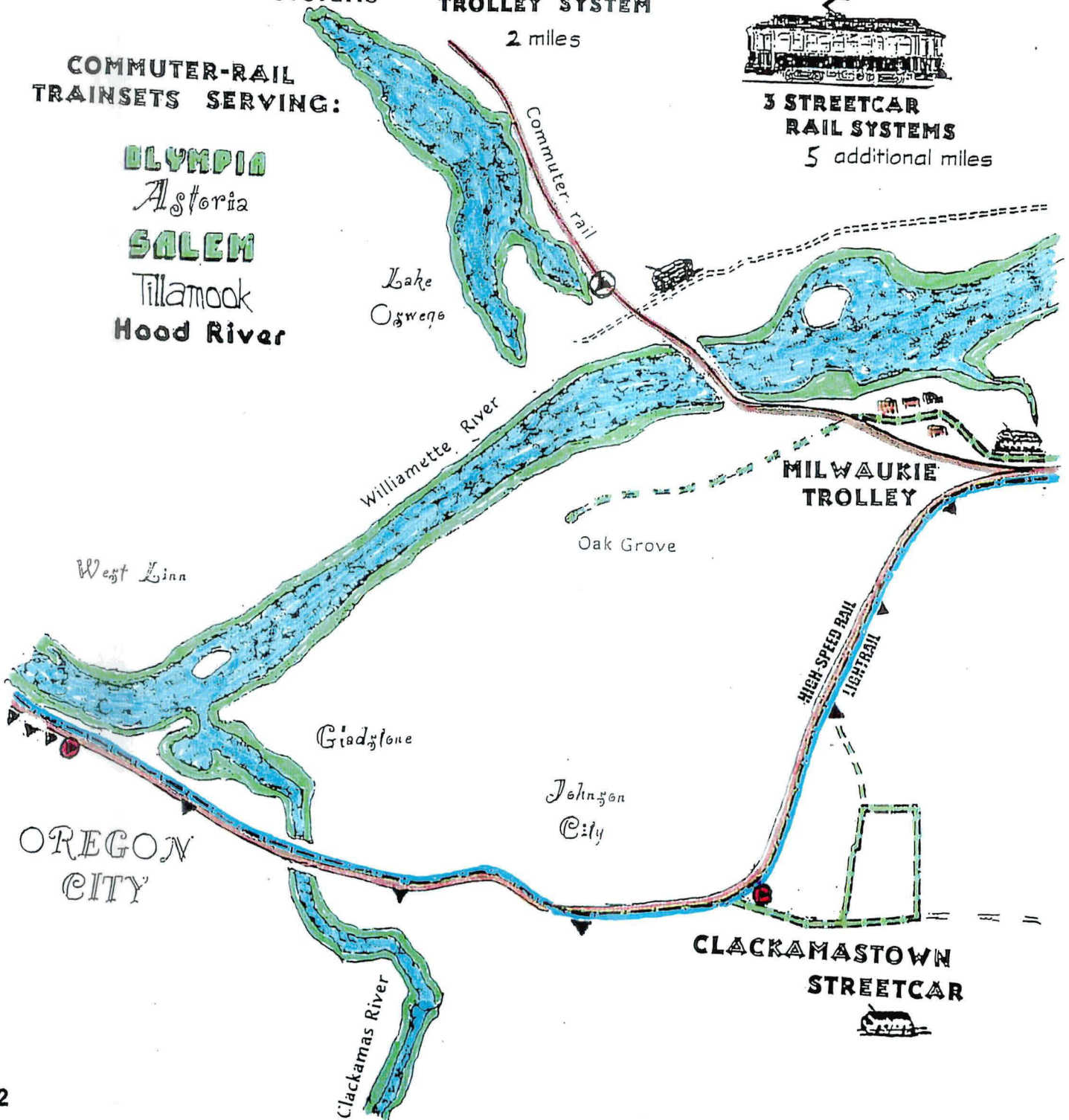
**OLYMPIA**

Astoria

**SALEM**

Tillamook

Hood River

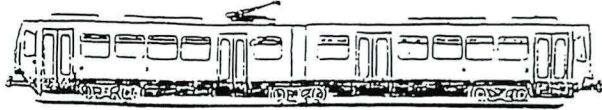


# Regional Plan

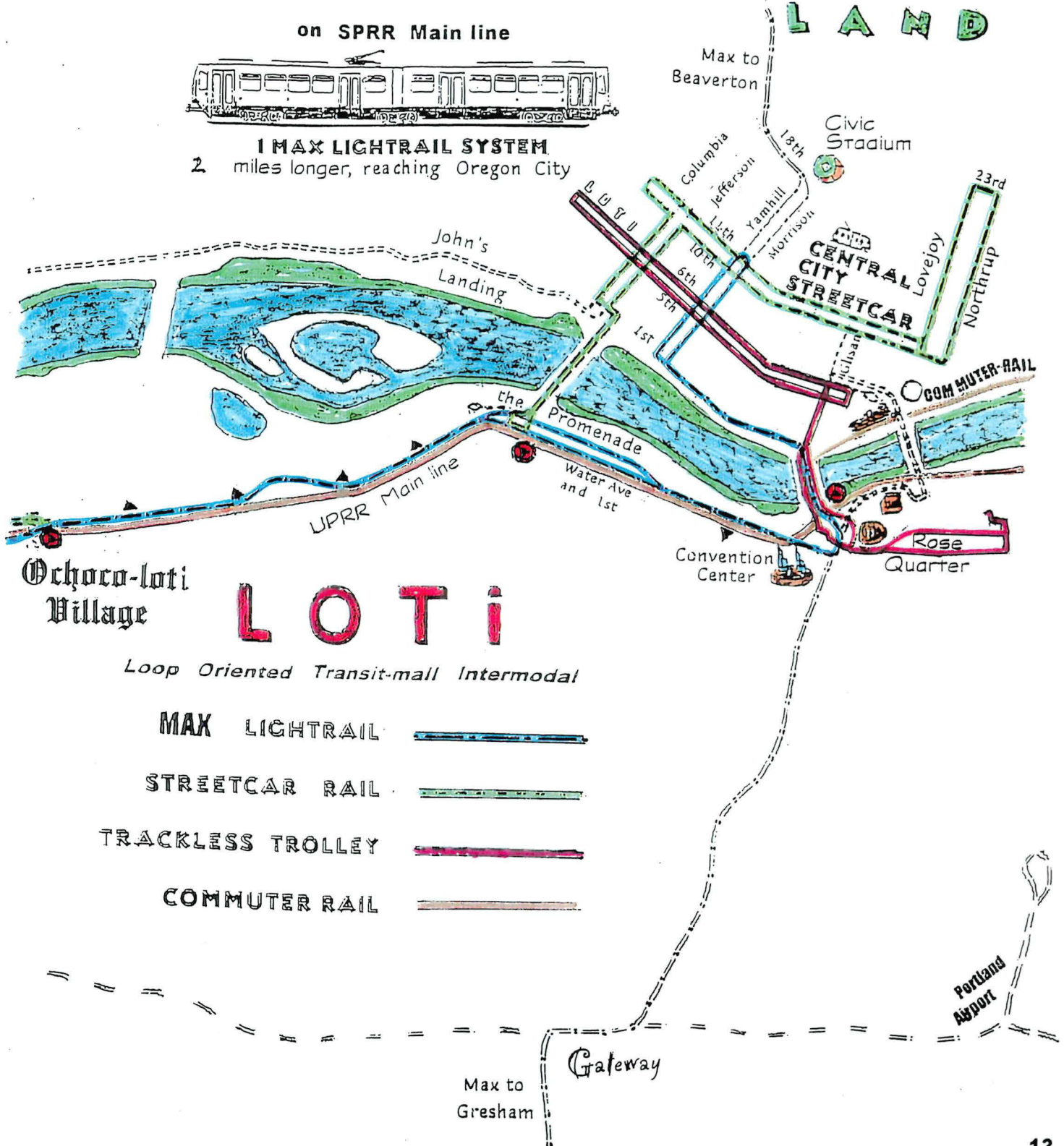
the trolley-bus loop for the Mall, the S/N lightrail  
 Pacific Railroad corridor. LOTi minimizes bridge  
 increases LRT speed efficiency & redevelopment  
 vehicle applicability, offers attractive compromise

P O R T L A N D

on SPRR Main line



1 MAX LIGHTRAIL SYSTEM  
 2 miles longer, reaching Oregon City



Ochoco-loti Village

# LOTi

Loop Oriented Transit-mall Intermodal

- MAX LIGHTRAIL
- STREETCAR RAIL
- TRACKLESS TROLLEY
- COMMUTER RAIL

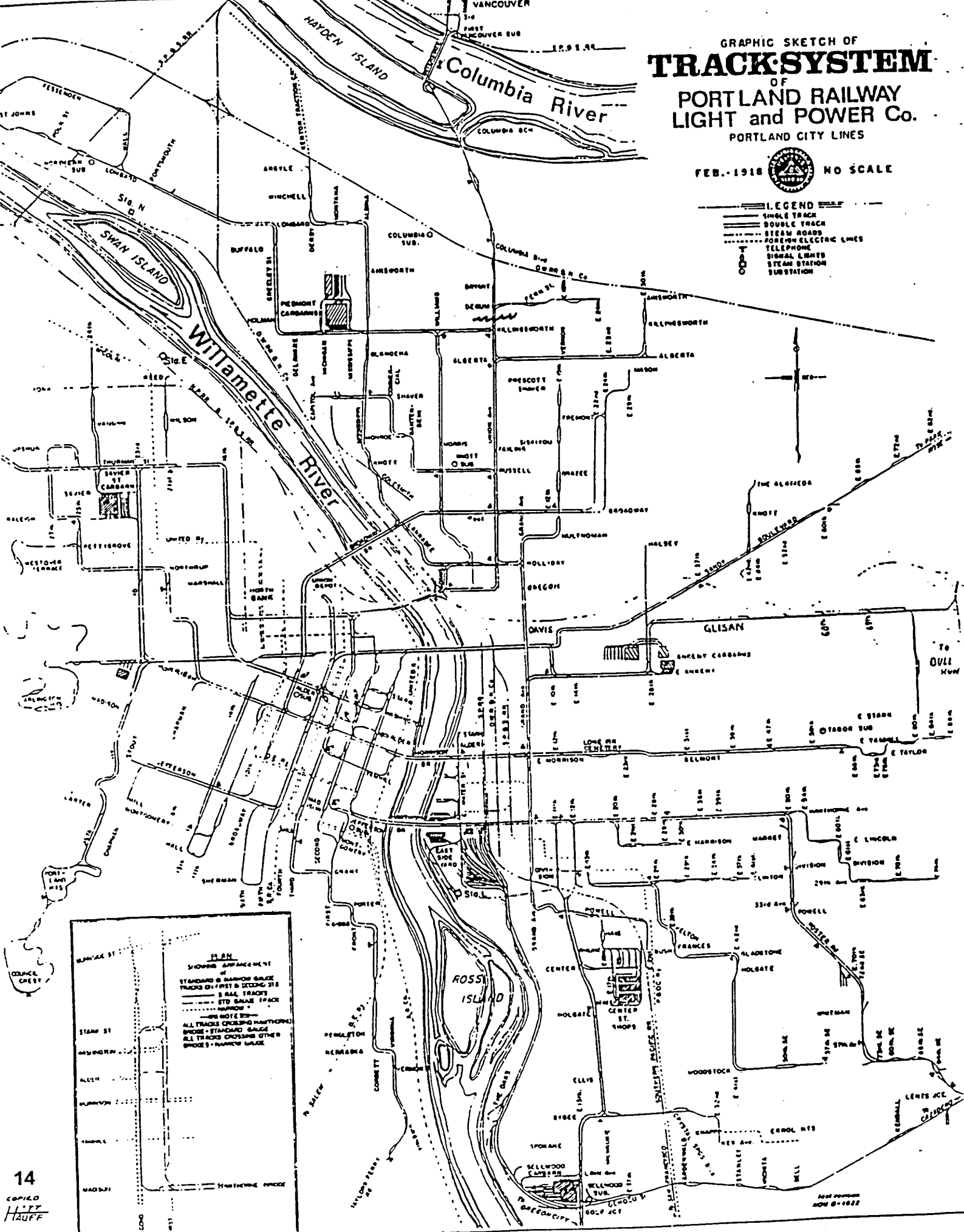
Max to Gresham Gateway

Portland Airport

GRAPHIC SKETCH OF  
**TRACK SYSTEM**  
 OF  
**PORTLAND RAILWAY LIGHT and POWER Co.**  
 PORTLAND CITY LINES

FEB. 1918  NO SCALE

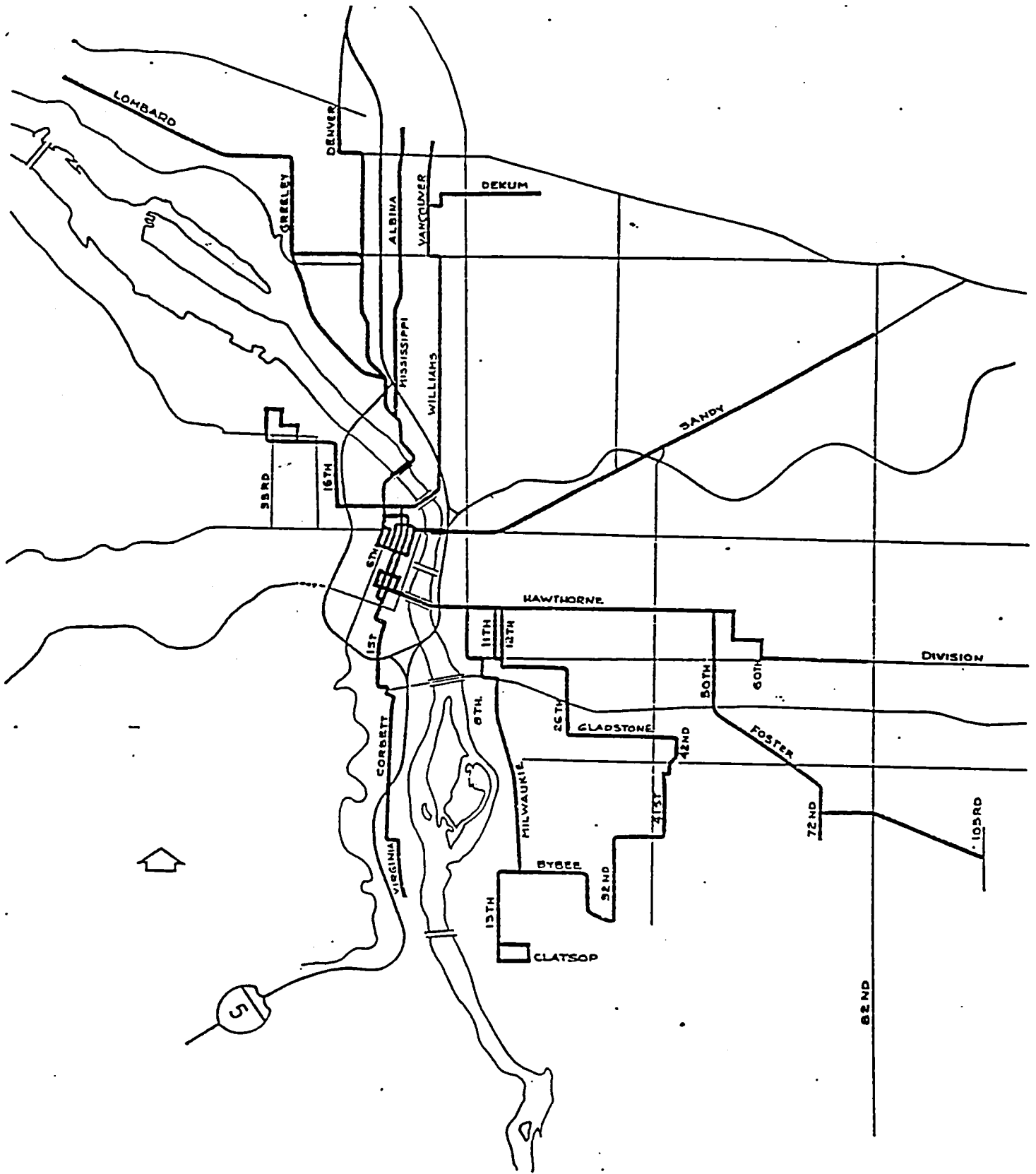
- LEGEND**
- SINGLE TRACK
  - == DOUBLE TRACK
  - STEAM ROADS
  - PORTLAND ELECTRIC LINES
  - TELEPHONE
  - SIGNAL LIGHTS
  - STEAM STATION
  - SUBSTATION



**PLAN**  
 SHOWING ARRANGEMENT OF  
 STANDARD & NARROW GAUGE  
 TRACKS OF FIRST & SECOND STS  
 & RAIL TRACKS  
 & STD GAUGE TRACK  
 — NARROW —  
 — NOTE —  
 ALL TRACKS CROSSING HAYTHORNE  
 BRIDGE - STANDARD GAUGE  
 ALL TRACKS CROSSING OTHER  
 BRIDGES - NARROW GAUGE

STANDARD ST  
 WASHINGTON ST  
 ALLEN ST  
 MURPHY ST  
 HAYTHORNE BRIDGE  
 MADISON ST  
 LONG ST

# Trolley-bus System Portland 1951





"Municipal transportation ought to move immediately to a serious consideration of electrically powered buses. There is no reason why buses which travel short distances each day, cannot be developed with electric motors. This development would radically change one of the most annoying of all pollution irritants."

⊕ Robert F. Kennedy, Air Pollution and the Death of our Cities in "Air and Water Pollution", Washington Square Press, 1969

"Based upon likely rates of interest and inflation, the life-cycle costs of trolley busses will be cheaper than those of diesel buses... This condition is true even if 100% of the capital costs are raised by Tri-Met with no federal participation...

. . . .

"Trolley buses consume only about 69 percent of the fuel energy of diesel buses on a mile for a mile basis. Their use of electricity (8.4 million KWH per year) would reduce Tri-Met's fuel consumption by about 756,000 gallons per year. The availability of the necessary electricity does not appear to be a problem in this region for the foreseeable future.

. . . .

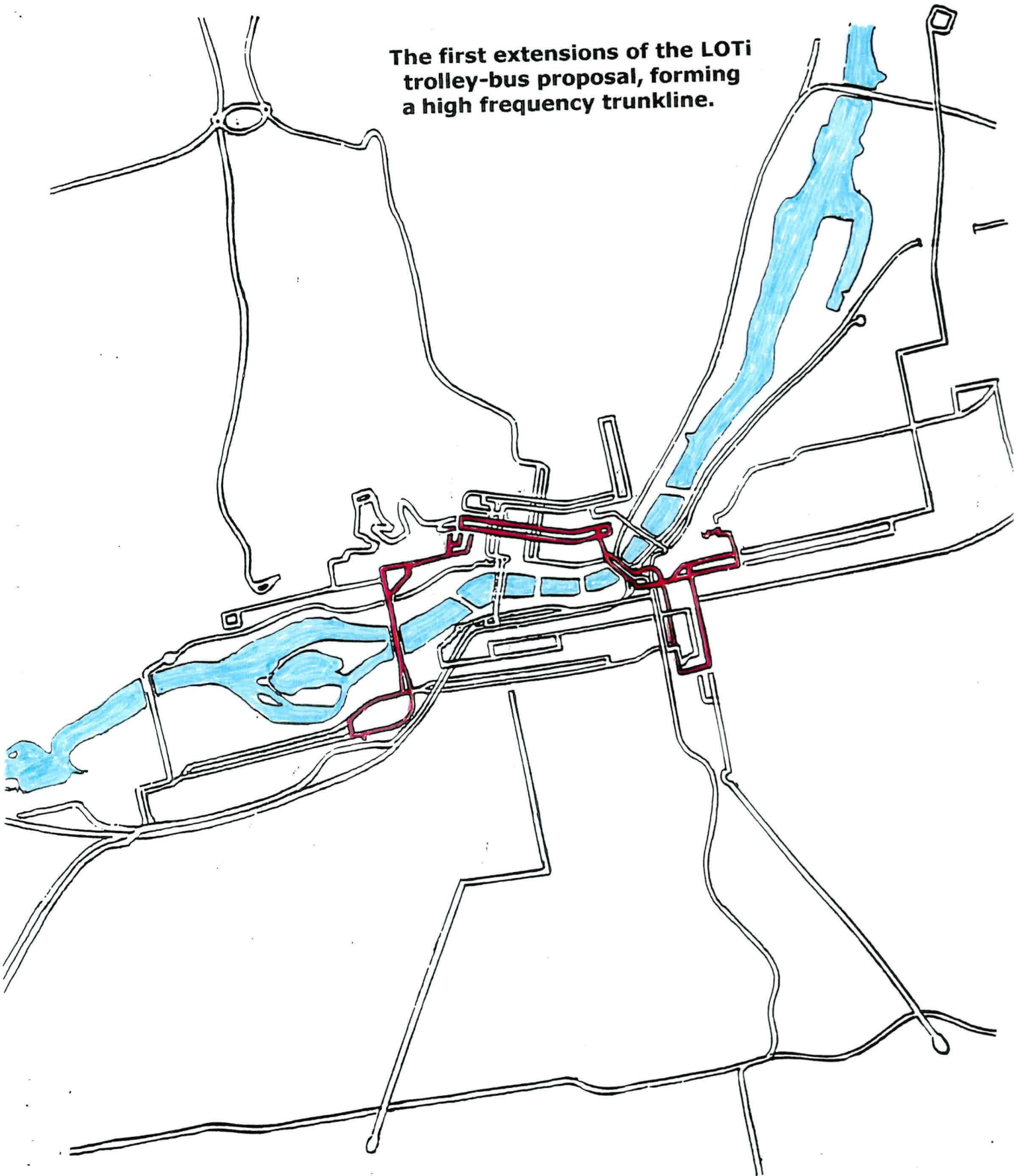
"Trolley buses are from 10 to 30 decibels quieter than diesel buses. Their reinstatement would result in noticeable reductions of noise in several neighborhoods, as well as downtown Portland.

. . . .

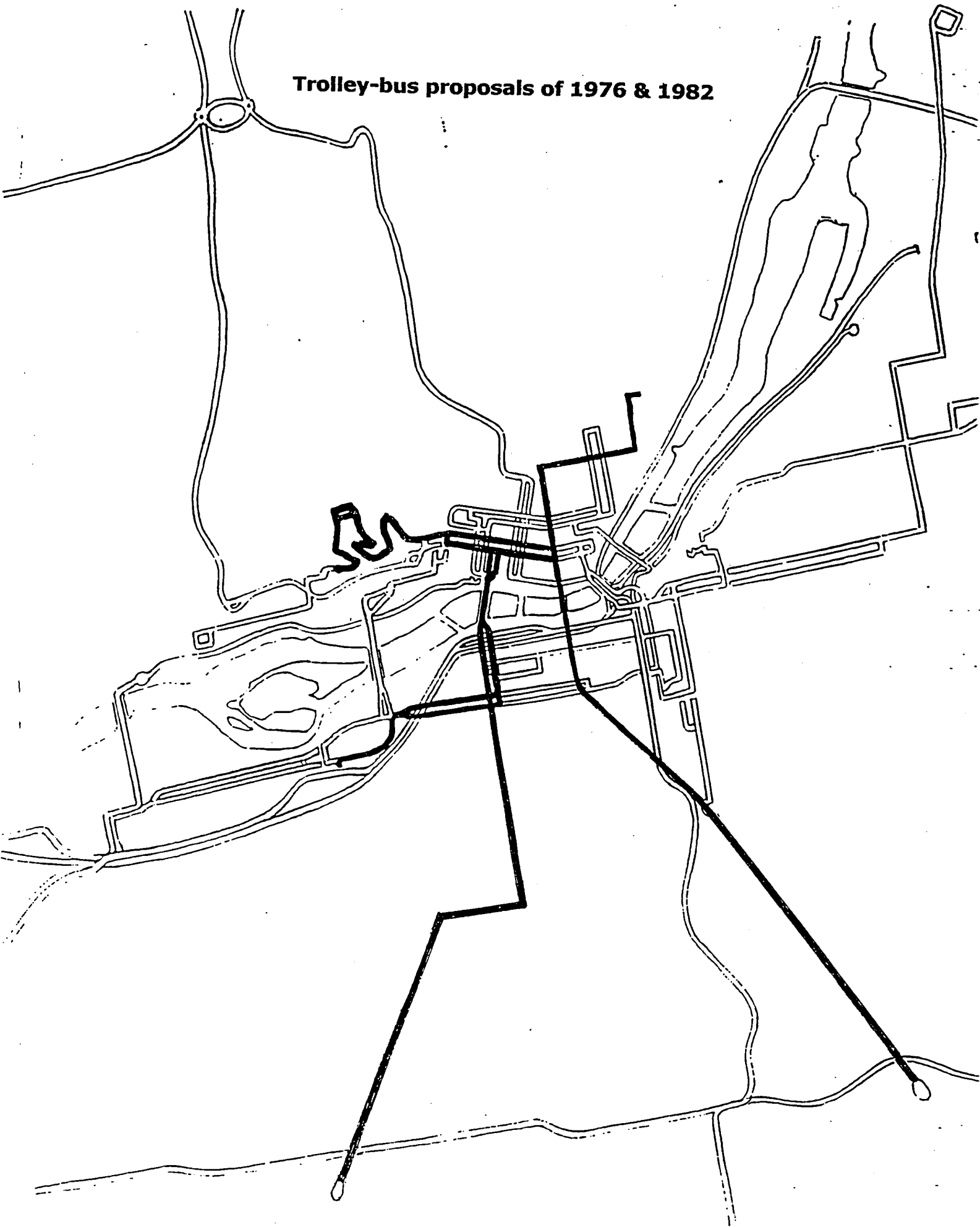
"Based upon responses at community meetings and to an on-board survey, public opinion favors trolley buses over diesel buses. The survey of riders... indicated 84% in support of trolley buses due to environmental and/or long term economic advantages. The majority (64%) of those surveyed felt that the environmental advantages of trolley buses outweigh their concern about overhead wire visual pollution."

Tri-Met Transit Development Department,  
Tri-Met Trolley Bus Project, Phase I,  
Summary Report and Staff Recommendation,  
Portland, Oregon, 1982

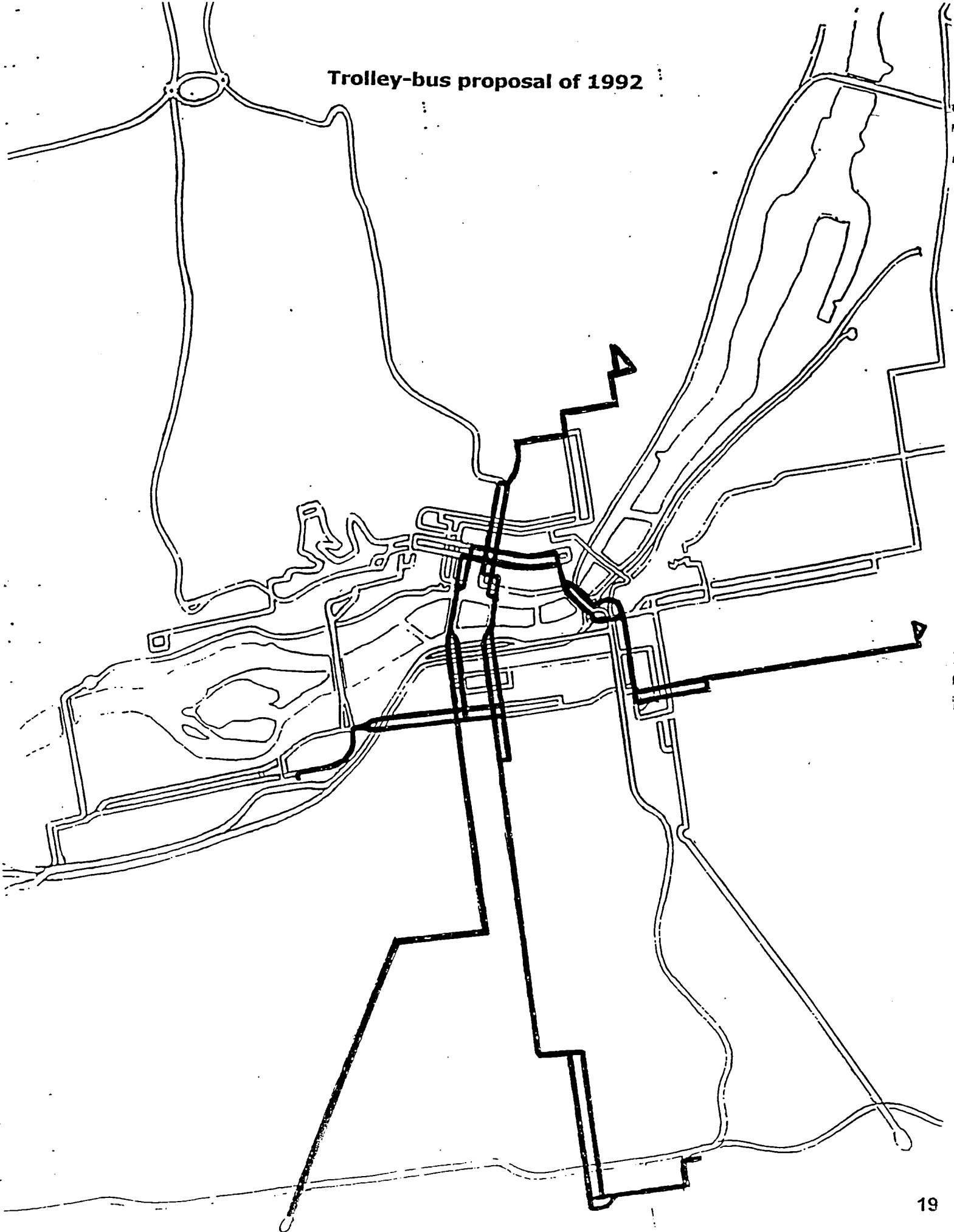
**The first extensions of the LOTi trolley-bus proposal, forming a high frequency trunkline.**



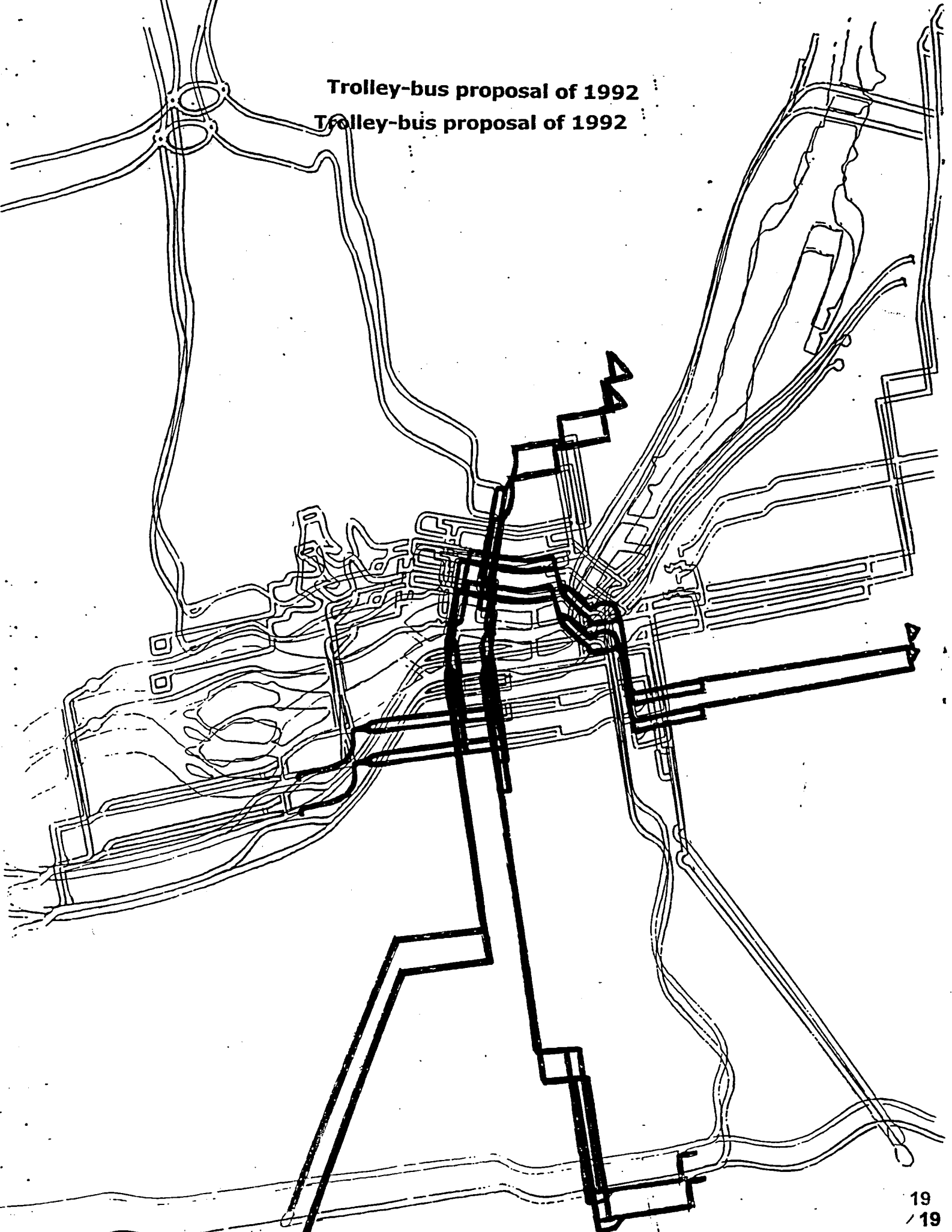
**Trolley-bus proposals of 1976 & 1982**



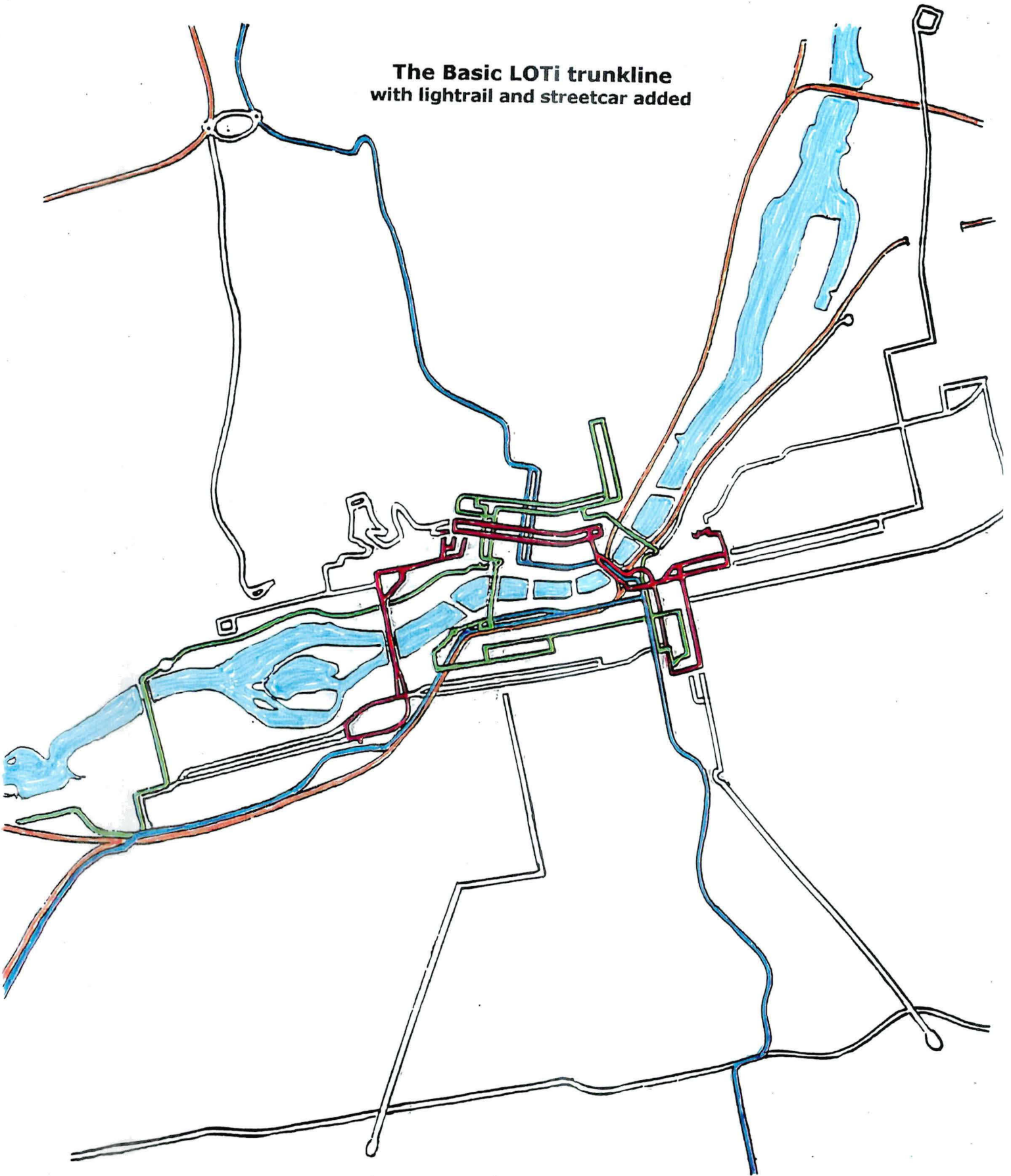
**Trolley-bus proposal of 1992**



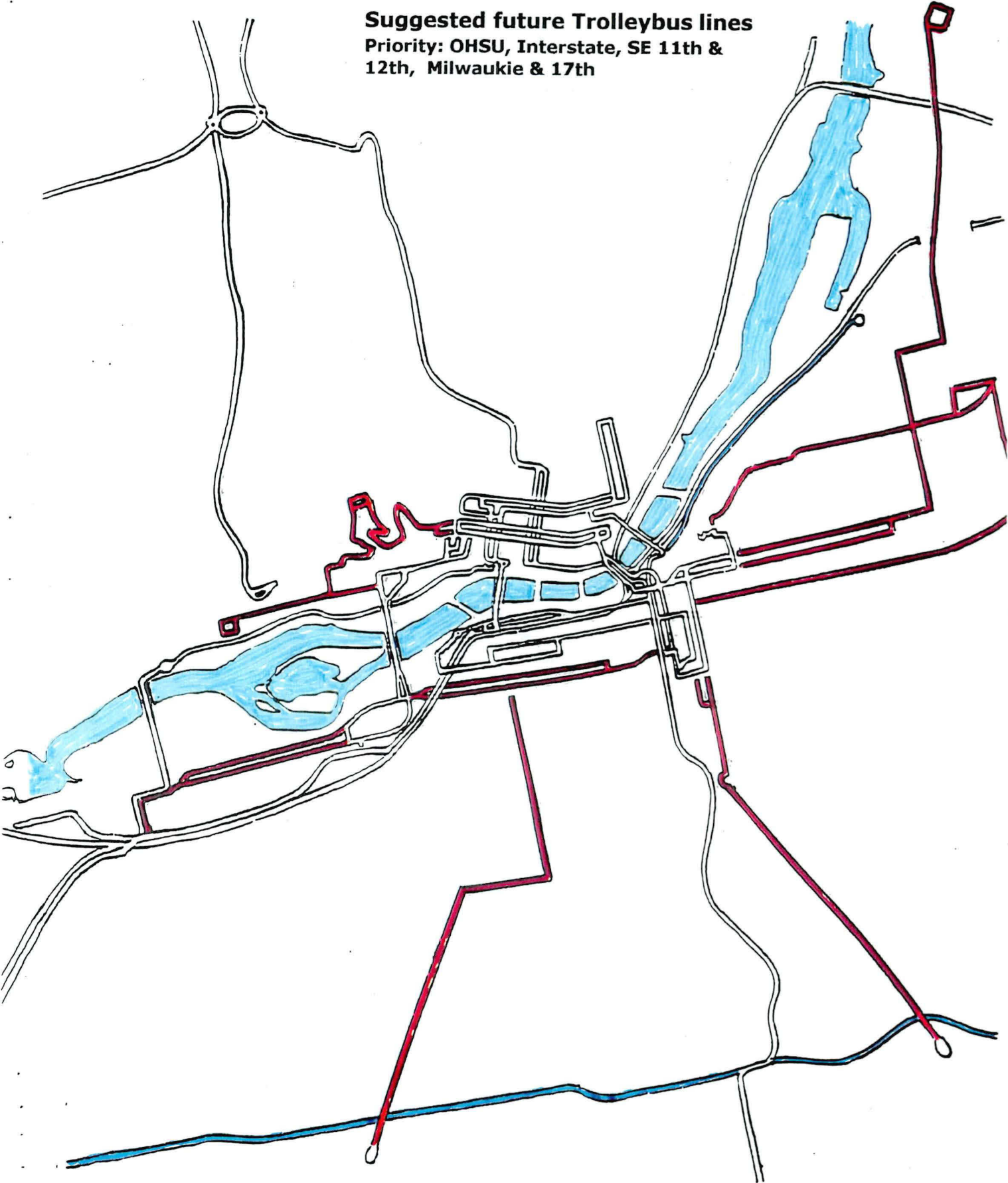
**Trolley-bus proposal of 1992**  
**Trolley-bus proposal of 1992**



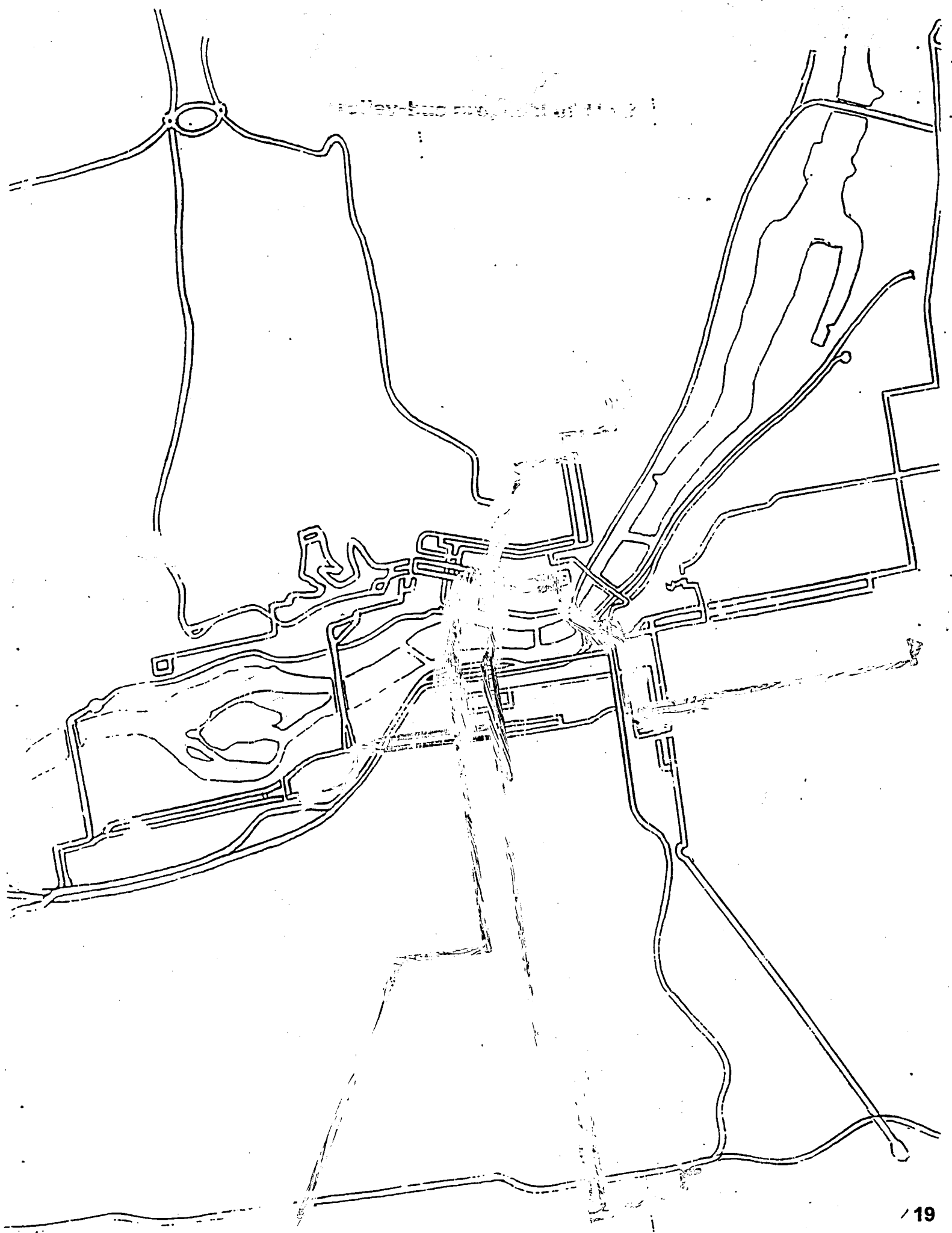
**The Basic LOTi trunkline  
with lightrail and streetcar added**



**Suggested future Trolleybus lines**  
**Priority: OHSU, Interstate, SE 11th & 12th, Milwaukie & 17th**



valley-basins of the





Transportation Secretary,  
Frederico Pena

Nov. 5th, '97

Enclosed is an "energy conserving" transportation project (LOTi) that may allow Portland to rebuild support for our South/North lightrail extension. LOTi is submitted because I believe that with an improved transportation system, our automobile-oriented industrial base would *require much less energy*. My analysis of the *planned* route for the N/S lightrail extension is that at each end and every point in between, the line is littered with flaw and error, will fail, will do greater harm to our transit system than help. The case I try to make about LOTi, is that it may indeed be an enormous step forward in transit design, particularly for Portland, but also in many cities where need for reform is obvious.

Redirecting industry away from the auto and towards mass transit rail projects can fulfil the promise that "New Urbanism" offers the New American City Renaissance.\*.

The automobile-dependent transportation system has burdened our economy and people with a fiercely competitive, materialistic, community-destroying, unsustainable, extremely expensive transit mode.

Good mass transit systems that include rail are absolutely necessary & beneficial investment in the structure of sustainable communities. Good mass transit has been actively discouraged by the automobile industry, and this is only a portion of the damage that industry has wrought upon the history of our age. The great conspiracy of the 20th century is the destruction of the rail mass transit system in this country, that has led to the global exploitation of resources, human and natural, to sustain a huge industrial/financial complex.

LOTi has the potential to reignite the popular support of building a "revolutionary model" lightrail system. LOTi is ignored by all organizations to which it has been submitted. Am I like the Jewish engineer in a scene from "Schindler's List" who alerted her German captor to a flaw in the construction of an outpost building, and was executed for her noble desert? I must trust that someone will see the real opportunity of the LOTi proposal and be able to *help* in its promotion.

Art Lewellan

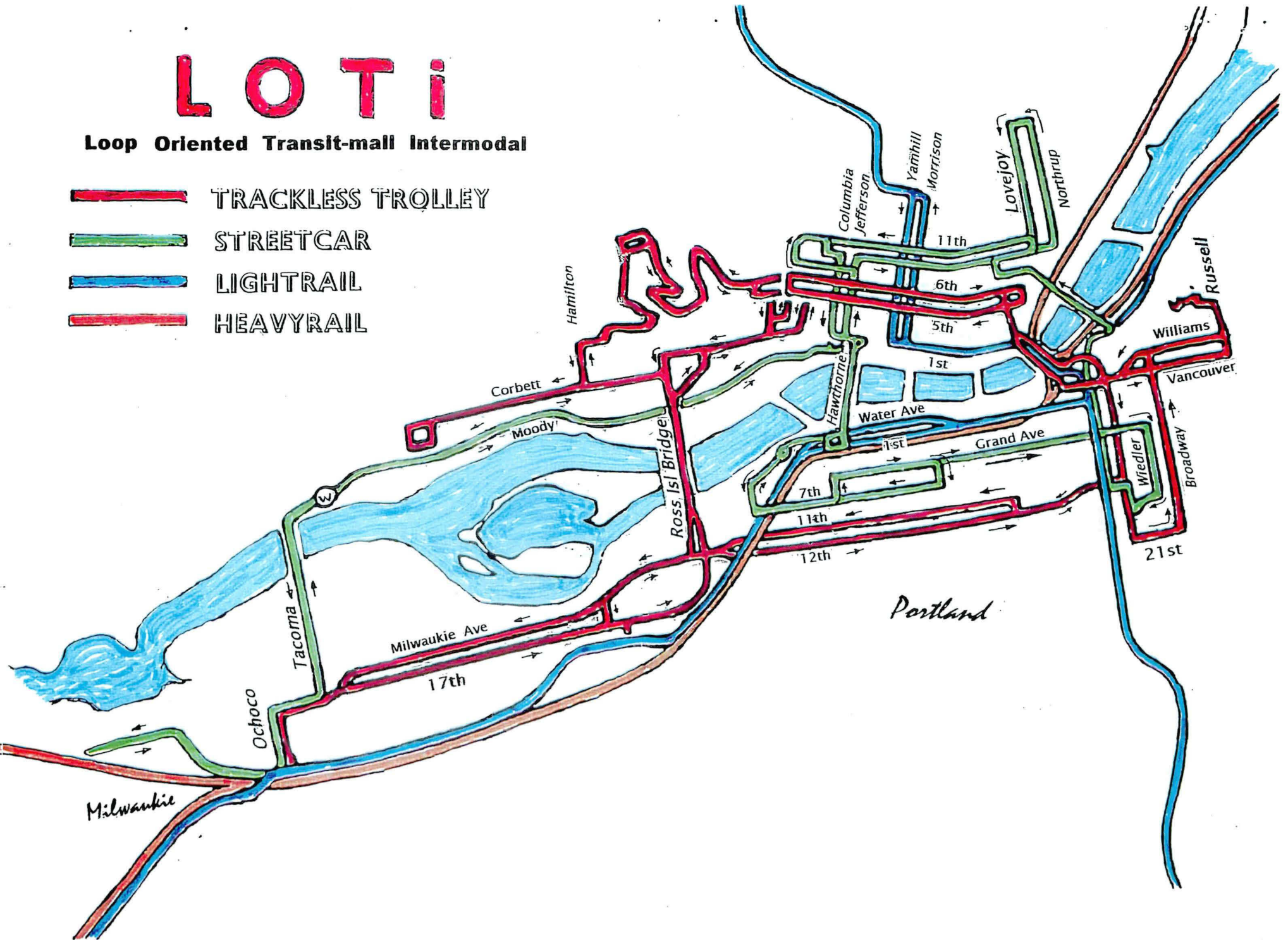
238-4075

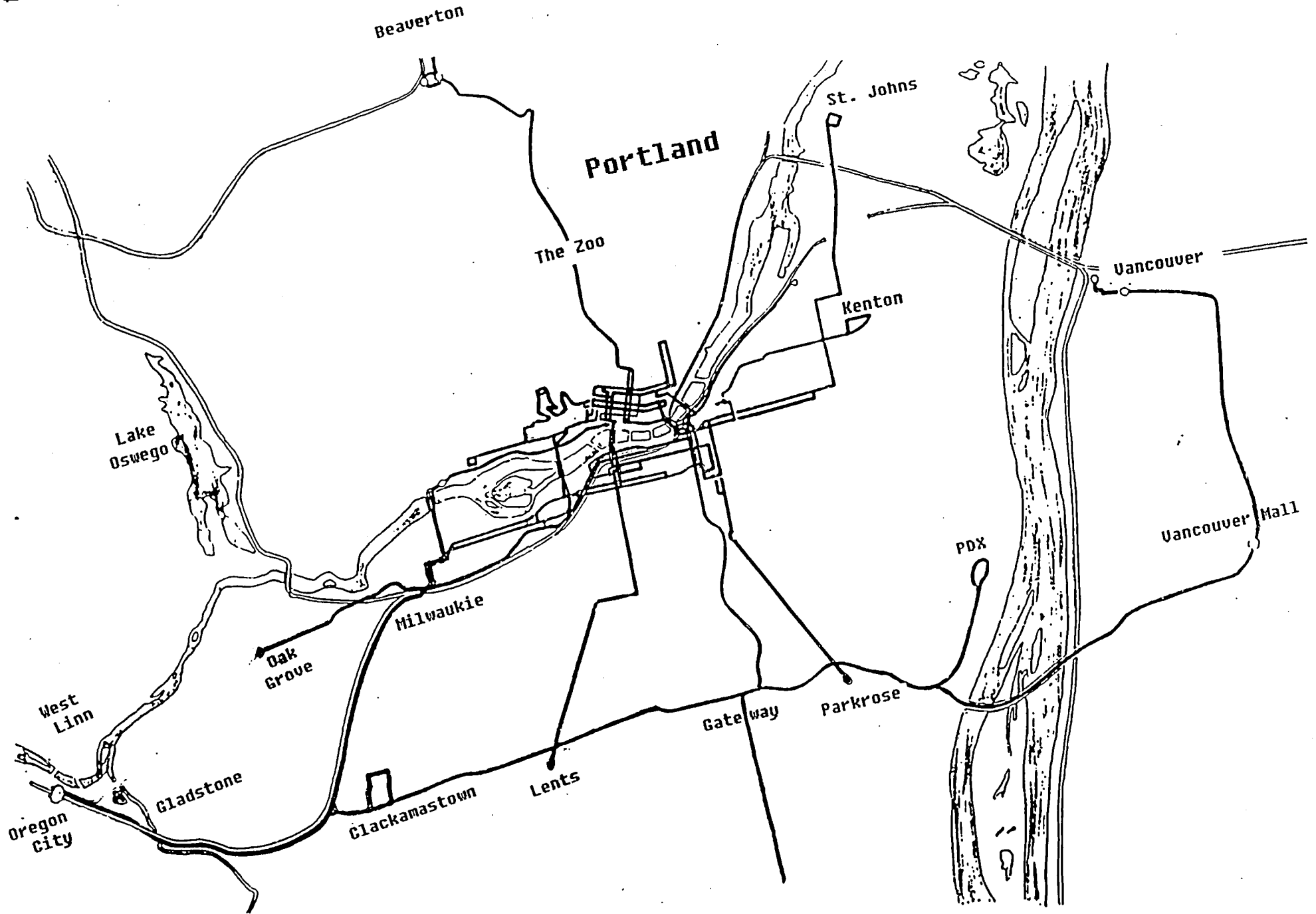
3205 SE 8th #9  
Portland, Oregon 97202

# LOTi

Loop Oriented Transit-mall Intermodal

-  TRACKLESS TROLLEY
-  STREETCAR
-  LIGHTRAIL
-  HEAVYRAIL



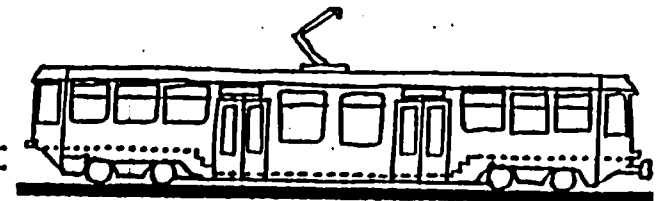
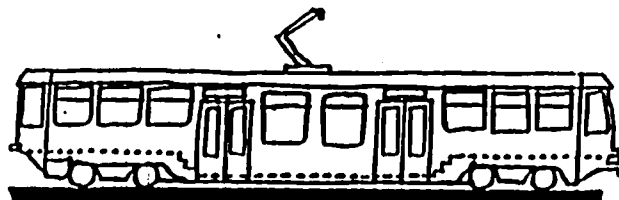
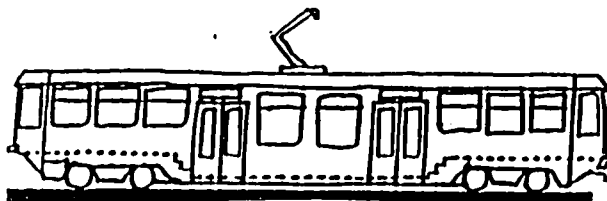
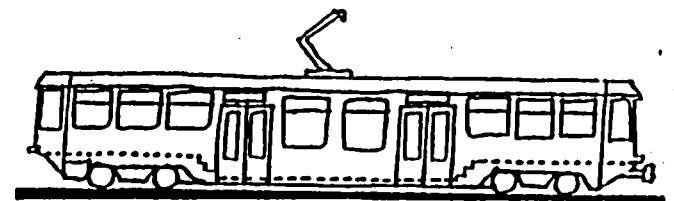
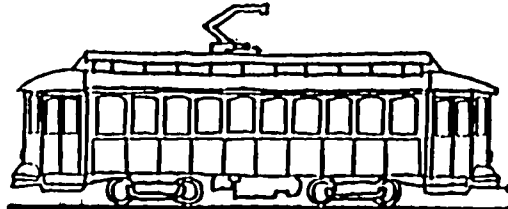
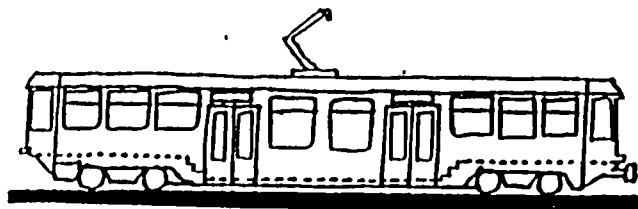


# Rail Transit

- Clean — virtually no local pollution
- Quiet — both inside and out
- Fast
- Smooth riding
- More comfortable
- Easy boarding — walk on, walk off
- Better air conditioned
- Less affected by bad weather
- Safe — all traffic is signal controlled
- — You always know where you can get it
- More frequent, more regular service
- Preferred — typically 1.5 to 2 times the ridership for the same service areas

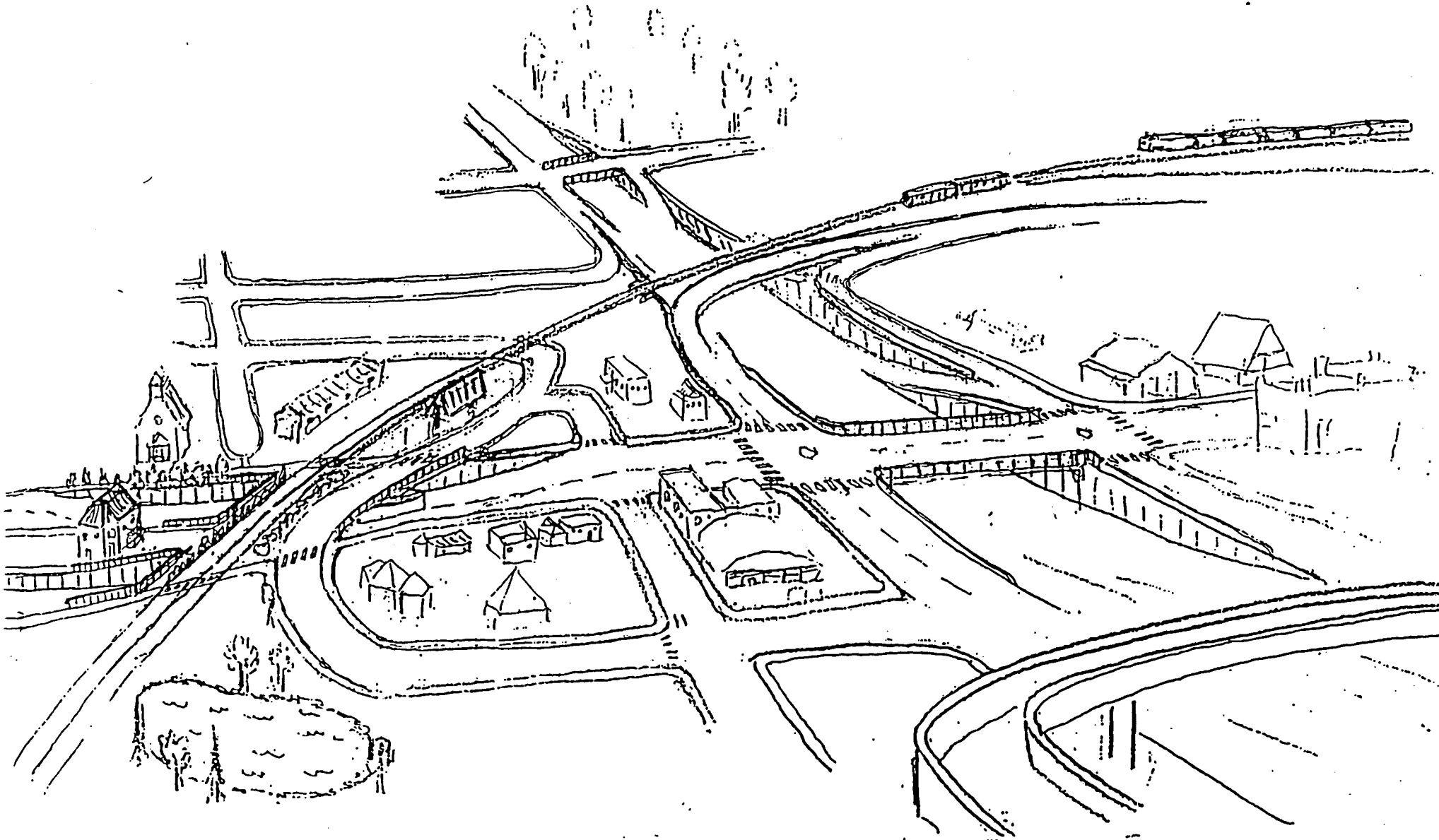
# Buses

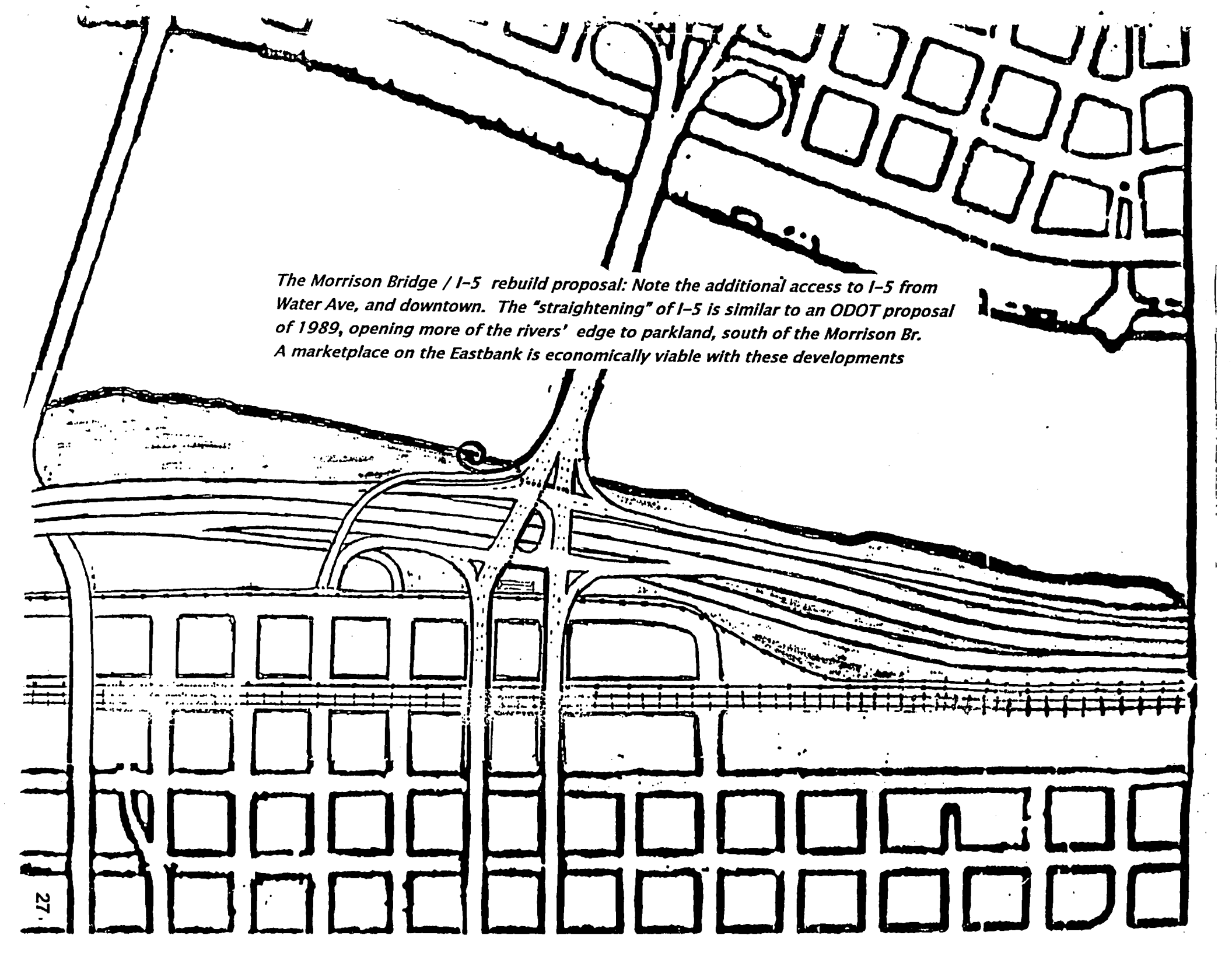
- Pollute the local air and waters *Not Ec \**
- Noisy — loud inside ... busways require "Berlin Wall" sound barriers outside *Not EC*
- Slower acceleration and lower top speeds
- Bump, shake, rattle; rougher starts & stops
- Less room; some seats are hard
- Harder to climb up into *Not Low-Floor*
- Less dependable air conditioning
- More likely late or cancelled in bad weather
- More likely to be involved in accidents
- Routes can be detoured or changed easily; often different at different times of the day *Not EC*
- Off busway traffic can delay the whole route
- Declining ridership even in busway serviced corridors *Not EC*



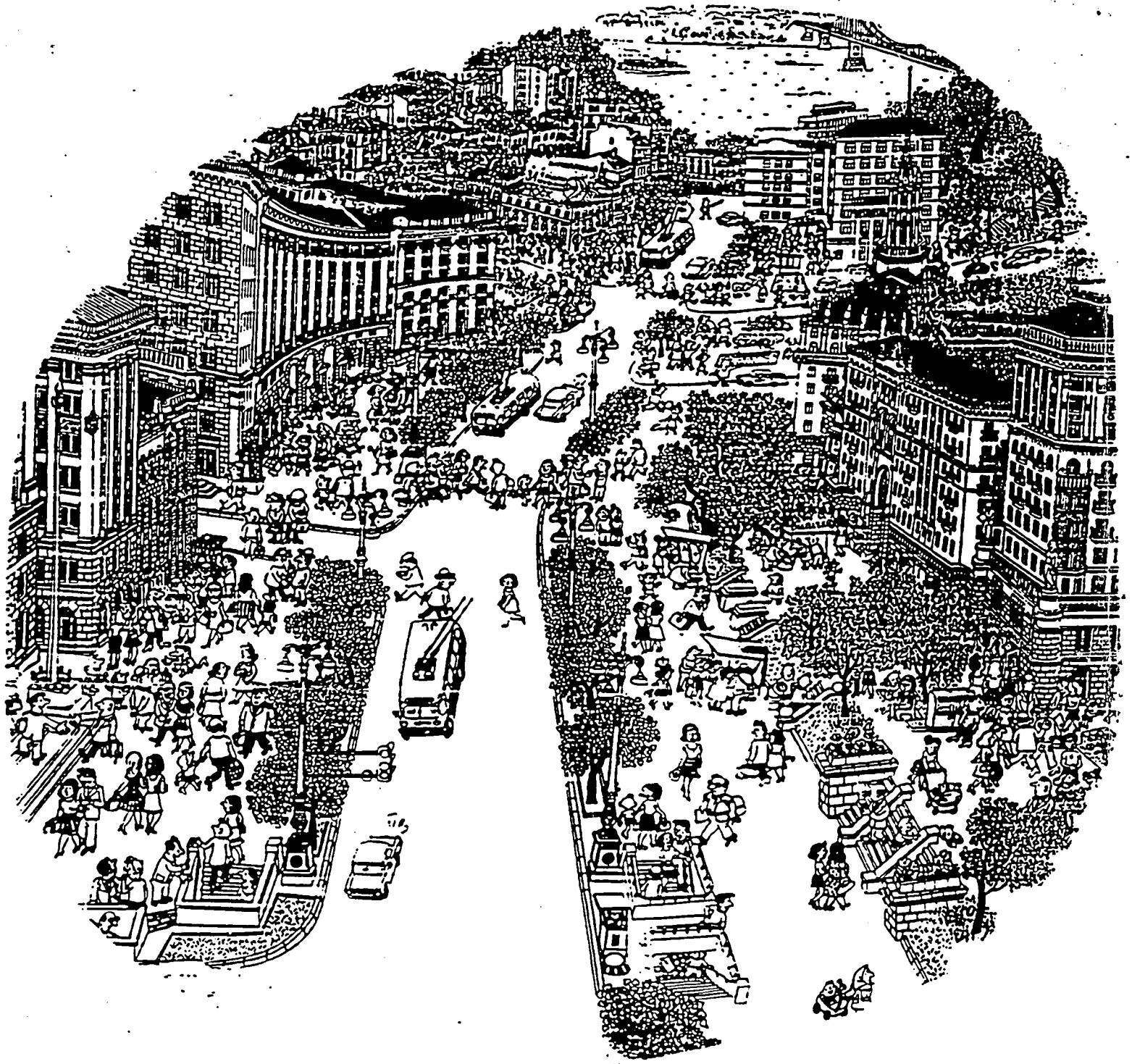
\* Not Ec - Not Electrics

*This is the Milwaukie Avenue overpass, above Powell Blvd on page 3, paragraph 3. The View is looking east from about 8th with the pedestrian footbridge on right, and the restored Brookland Lake on the left. Also, Milwaukie Ave is routed under the rail road at Clinton Street.*





*The Morrison Bridge / I-5 rebuild proposal: Note the additional access to I-5 from Water Ave, and downtown. The "straightening" of I-5 is similar to an ODOT proposal of 1989, opening more of the rivers' edge to parkland, south of the Morrison Br. A marketplace on the Eastbank is economically viable with these developments*



LOTi Trackless Trolleys  
on Portlands' Transit Mall

## Testimony at public hearing March 1998.

I am against the approval of all alternative alignments contained in the DEIS. There is no combination which can accomplish a credible project.

The cooperation between LRT and buses on the Transit Mall is still questionable. This is a major safety & operational consideration. A minor accident will completely shut down the system. Do not trust the computer modeling. Expansion of transit service on the Mall becomes limited, and must eventually split in at least 2 parts, despite Tri-Mets' claim of being able to leave the bus system intact.

Routing the LRT through the new urban center at PSU is an incredible blunder. Think of the Pioneer Courthouse Square; the events held there, concerts, celebrations. Imagine running the MAX line diagonally through the middle of Pioneer Courthouse Square! This is how PSU planners have designed the 2 courtyards of the urban center; a loss of possible uses for such an area. The lightrail runs between the urban centers' new office buildings. This restricted visibility in a public space creates a dangerous, life-threatening situation. This is unconscionable! The urban planners of PSU should be fired for this proposal.

Milwaukie planners are now, finally admitting to the mistakes contained in the Milwaukie Regional Center design proposal. They now admit, the 5 stoplighted intersections on McLoughlin Blvd is not possible, and therefore, the proposed density of the geographically constricted downtown core is not possible. The people of Milwaukie who were forced into recalling their city officers were neither paranoid nor parochial. Their action was justifiable. The only shame is that Mayor Craig Lomnicki refuses to admit the failure of his administration to responsibly handle this transit improvement opportunity. Perhaps the people of Milwaukie will be able to forgive their mayor one day, but probably not before a dutiful apology. The population center of Milwaukie is near the Milwaukie Marketplace. The alignment should remain on the Union Pacific Railroad corridor through Milwaukie, if the line is headed eastward.

Adding, post-measure 32, the segment north of the Rose Quarter to Lombard, is another big mistake. The likely alignment decision is along I-5, less supported in the area, missing the Kenton District. But, the Interstate Ave alignment is not much better, displacing a whopping 150 homes and businesses. The LRT replaces the successful #5 busline, leaving those riders with fewer stops (probably beside the freeway) and longer walks. Net result: decreased ridership. Insufficient ridership will require the Vancouver extension, despite the funding question, and Clark County opposition. The extension may have to shut down.

The Clackamas Town Center area is a mess and needs improvement. However, most traffic into the area does not come from the West. Commuters able to access park-n-rides in the morning, will be less able to exit the area in the afternoon shopping hours. The lightrail should not stop at CTC, nor routed east toward Damascus. Only by reaching Oregon City will we have a viable system. This can be done affordably by leaving the lightrail on the Union Pacific Railroad corridor completely, from the Rose Quarter to Oregon City. Clackamastown area can be better served with attractive streetcar or bus connections to the lightrail.



The project has been voted down, by Clark County in 1995, and by Clackamas County and the State of Oregon in 1996. Officials claim overwhelming support for the plan, locally. The truth: support in Washington and Multnomah Counties has decreased from 64% to 54%.

The public was led to believe the lightrail would final destination in Oregon City. Metro has opted for an alignment from Clackamas Town Center which directs the line toward Damascus.

I communicated with Metro councilors that the cost-cutting measures have not changed or improved the project. Some of the cost-cutting can be accurately described as "cost-deferring". Some of the cost-cutting is unacceptable to the affected area residents. The idea of reducing the projected cost overrun allowance is risky. Councilor Washington replied to my communication, "But, the project is now, a new project." This is not true. Every segment and option of the alignments is still included, unchanged.

Metros' public process is a mockery of our democratic system. Only a tiny number of people who have persistently followed the process are knowledgeable about this project. Important details are revealed in bits and pieces. In 1995, the public testimony record publication categorized comments per segment. Each segment from Clackamas Town Center to Vancouver was listed except the downtown Mall segment. Categorizing it revealed the number of comments 40 to 1 against. Overwhelming opposition. I believe the omission was intentional. Metro did not want to have a public record of the opposition!

I am one of the most adamant supporters of lightrail expansion in this area. I oppose this horribly planned project. The citizens have not had their concerns addressed. Finally, never again should we hear anyone from Metro say, "Well, that's your opinion", or "Well, we can agree to disagree on this", or "We must go on", in reply to warnings that this plan is taking us in a direction of disastrous results. Metro does not have a satisfactory record of successful growth management.

Art Lewellan

~~Portland in the year 2040~~

At the turn of the century, leaders finally realized it was necessary to reduce the need for automobile use. In the year 2040 we have learned to adapt to restrictions placed upon driving them. Communities allow redevelopments that create the essential mixed-uses into their neighborhoods. If, within a district, no opportunities for retail or employment are within walking distances, new zoning codes allow their creation. From the most appropriate building, whatever that might be, needed uses redeveloped; a house becomes a school, or a store, or a diner; an office becomes a clinic or a bunkhouse. Some houses are actually moved for pedestrian connections, or for open space or for farming. A cinder-block building has broken the rule of unsightliness. A demolish & salvage festival is held. We all must be there for the fun.

The most dramatic redevelopments are the asphalt districts. So few automobiles are actually driven, they are the most in need of rehabilitation and people eagerly support their reconstruction. They are used for purposes other than driving on.

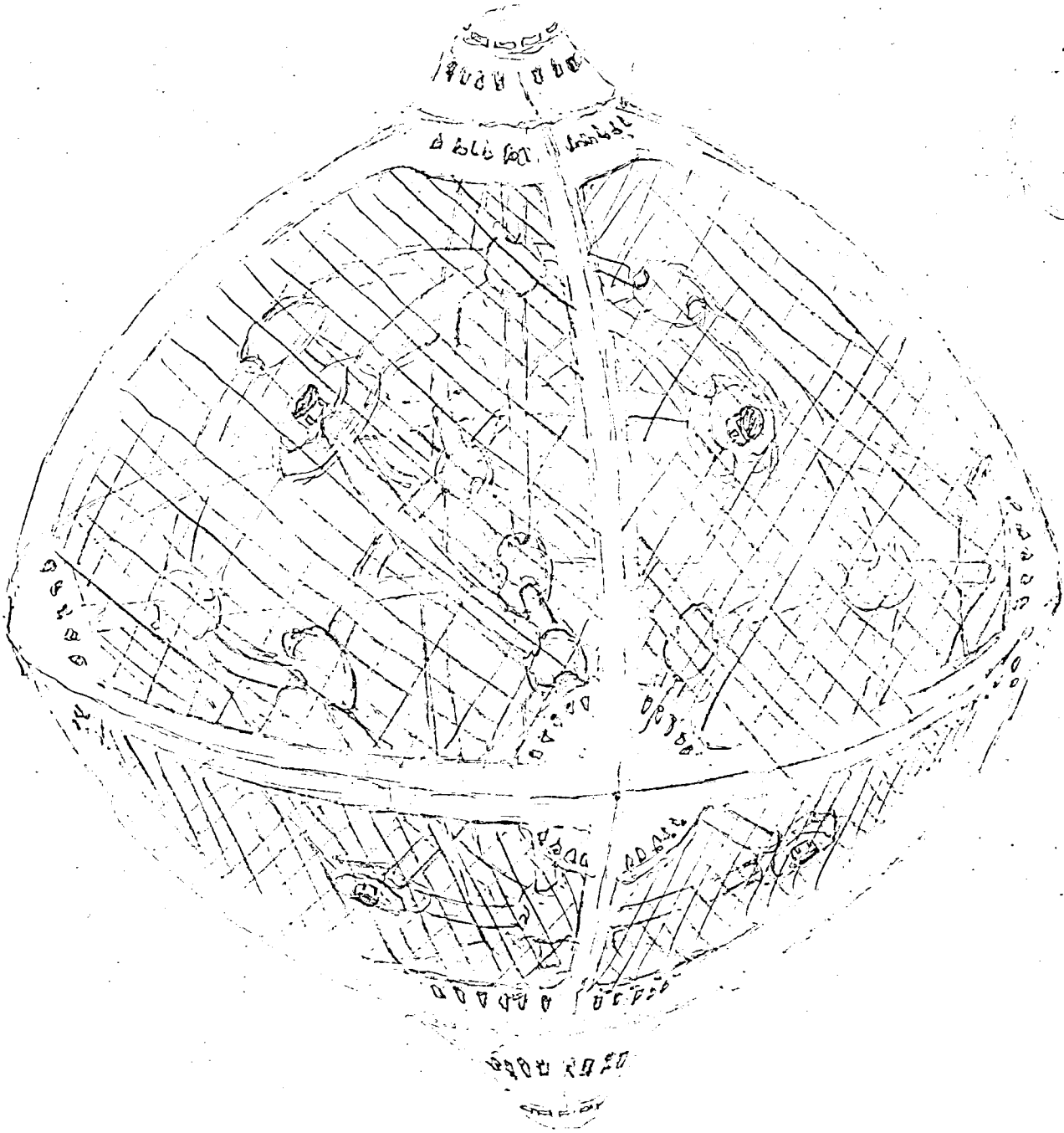
Central gathering places in these walking communities of 2040 are served with electric mass transit. Rail systems are commonplace and are often built upon unused freeway segments. Neighborly transit vehicles which connect to the rail system are smaller, slower and fareless.

Some old roads still exist. Some are removed. Communities are still accessible by tired vehicles, but most people prefer to walk.

Long distance travel by air is very expensive. Regional travel by train is more common. Hospitality towards train-traveling vacationers is not to be missed.

The economic structure of life in 2040 is very local. Supporting mass transit supports a local economy. Big Box retailers have become distributors to neighborhood merchants. Neighborhood merchants have greater control over suppliers and opt to sell locally produced goods. The global economy went local, globally.

While traveling on the transit system, old folk enjoy repeating a colloquial saying, "Look, there's a gas station. You don't see too many of them anymore."





**METRO**

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

**March 5, 1998**

**TO: JPACT**  
**FROM: TPAC**

**RE: Linking transportation funding to affordable housing**

**INTRODUCTION**

JPACT has been requested to advise the Metro Council of means by which regional transportation funds might be employed to enhance housing affordability in the region and whether such measures would be desirable. JPACT passed this request to TPAC for analysis of technical considerations. The following represents the range of possibilities reviewed by TPAC and a recommendation of desirable actions.

First though, there are two important terms used in this memo that need to be clarified. "Assisted housing" refers to programs that provide subsidies to make home purchase or rents affordable to households earning 80 percent or less of median income. "Affordable housing" has been used to distinguish housing not associated with any specific subsidy program. Affordable housing relates not to median income but rather to the proportion of household income dedicated to housing. When housing costs consume 30 percent or less of household income, it is considered affordable regardless of income. Availability of low end market rate dwelling units is of concern for households earning above 80 percent of median income who do not qualify for assisted housing programs. As discussed below, transportation investment may prove useful as a tool for increasing the pool of units available to this income group.

**A. SUMMARY OF TPAC FINDINGS AND RECOMMENDATIONS**

In evaluating linkage of transportation funding and housing affordability TPAC identified several points of emphasis. These are summarized below.

1. Metro procedures currently link transportation funding decisions with promotion of higher density, mixed use housing served by high quality transit and/or in areas that

enjoy good access to centers of employment. This has resulted in benefits to affordable housing, as follows:

- a. An indirect benefit of these policies is that households can choose to avoid the high extra expense of maintaining one or more vehicles. This reduction of transportation-related expenses increases the ability of households to pay market rents.
  - b. In select cases transportation funds are presently used to directly reduce transportation related costs of new affordable housing development projects resulting in reduced market rate rents and/or implementation of assisted housing programs.
2. Linkage of transportation funding to housing affordability is positive. Transportation projects which directly or indirectly increase housing affordability should be rewarded with additional points and consideration in the technical and administrative ranking processes. TPAC recommends that these reward approaches be further investigated to encourage projects that help affordable housing.
  3. TPAC strongly concurs with the position stated by JPACT that transportation funds should not be withheld from jurisdictions as punishment for failing to implement "appropriate" affordable housing programs. TPAC notes that no jurisdictional sanctions approach for transportation funding is presently employed in the region.

## B. RANGE OF INITIATIVES

A broad range of initiatives, including transportation based actions, are presently used in the region, in a positive fashion, to encourage supply of affordable housing. *TPAC recommends that these approaches continue to be investigated to reward projects that help affordable housing.* It should be noted though, that transportation financing is a very limited vehicle for achieving significant affordability goals and will always work best in coordination with other complementary land use and financing programs.

Transportation financing can improve housing affordability indirectly by enhancing household income, or directly by reducing housing costs.

### 1. Indirect Rewards

A common aspect of indirect reward approaches to housing affordability is their focus on increasing the proportion of household income available to pay market rents. This is achieved either by increasing absolute income -- i.e., promoting increased household employment -- or, reducing "fixed" expenses -- such as household transportation-related expenses -- so more household income is available to pay market rents. Both land use and transportation tools exist to promote these goals. For instance, the region could reduce household travel needs and expenses by the following: a) promote mixed use and transit oriented development; b) improve non-auto access to both nearby and distant employment and commercial services; c) promote location of

appropriate employment in proximity to concentrations of target households; or d) promote location of affordable housing in proximity to target employment.

- Da  
M...*
- a) **Mixed Use & TOD.** The first of these approaches relates to a core rationale for the Regional Framework Plan. Promoting intensive development of housing and services in central city, regional center, main street, corridor, and station area locations should improve access to non-auto transportation alternatives. Households can choose to avoid the high capital, operating and insurance costs of maintaining one or more private vehicles. This increase of discretionary income can be applied to market rents, making them more "affordable". As a private sector tie-in, the region might prevail upon lending institutions to credit single, or non-auto households with higher mortgage eligibility levels. Banks could then justify acceptance of higher debt to equity ratios when considering lower income mortgage loan applications in good quality transit areas.
  - b) **Employment Accessibility.** The second scenario is similar in intent but broader in its geographical application than the higher density 2040 Growth Concept areas mentioned above. It involves transportation improvements aimed at increasing access in existing low income neighborhoods to first time and/or higher paying employment opportunities. Again, the presumption is that such access will increase discretionary income and enhance affordability of market rents. Tri-Met already encompasses this approach in some of its route selection criteria where underperforming transit lines may be retained due to their servicing a high proportion of low income households. This model is most compatible with the "welfare to work" concepts being considered in the ISTEA reauthorization discussions. The region should pursue any discretionary "welfare-to-work" funding sources that may emerge in the reauthorization package.

Additionally, the region could evaluate sidewalk and bicycle system development programs in the context of welfare to work objectives. Creating access to transit and commercial services is already a fundamental objective of the project selection technical criteria for these programs. The Woodstock pedestrian project and regional Pedestrian to Transit program exemplify ways these programs can enhance affordable housing goals.

- c) **Employment Near Households.** The third scenario is exemplified by the Wacker Siltronics project and construction of the Convention Center. Public funds were used to secure siting of both enterprises in locations shy of employment opportunities and where a high proportion of households were expected to qualify for jobs that would be offered. A first source employment stipulation was attached to target employment opportunities to local residents.
- d) **Households Near Employment.** The fourth scenario is exemplified by projects such as Lovejoy Ramp Reconstruction which will leverage tens of thousands of new housing units in close proximity to the largest concentration of employment of all types in the region. No precise target of assisted housing units is stipulated in exchange for public financing of the reconstruction project. However, the magnitude of the redevelopment proposed for the properties adjacent to the viaduct provide a focus for implementing a variety of assisted and affordable housing programs managed by the City of Portland.

The first and second approaches are more policy based. Mixed use and TOD projects are being pursued vigorously in the region. The third and fourth approaches are targeted. Added attention would arguably cultivate greater opportunities. Clearly, each approach complements one another. Compact land use encourages non-auto trip making and is made more attractive by targeted investment in alternative modes. Higher permitted densities also provide more opportunity to negotiate assisted housing agreements with developers. Rents, regardless of whether they are market rate or subsidized, become more affordable if travel alternatives are provided that allow household transportation costs to be reduced and discretionary income to be increased.

## 2. Direct Rewards

A direct reward approach would target transportation-related revenue or credits to projects demonstrating a direct connection to creation of affordable housing.

- a) *Revenue Contribution* would include the traditional tool of using state and/or regional funding to pick up transportation related infrastructure costs that would otherwise be borne by an affordable housing developer. The CMAQ/TOD program is an example of this approach. The TOD program was integral to the Belmont Dairy assisted housing project and to such projects as the Beaverton Round, Gresham Central, 172<sup>nd</sup> /Burnside and Lovejoy projects which include highly affordable market rate units. It could also follow, in concept, the Immediate Opportunity Funding program managed by ODOT, whereby funds would allocated for this purpose.
- b) *Credit Contributions* would include reducing SDC's (system development charges), tax abatement, land write downs, etc., to reduce costs associated with affordable housing projects. An example of this approach is the Civic Stadium apartments leveraged out of surplus land from the Westside LRT extension.

Direct subsidy approaches can also be characterized as programmatic versus project specific. The Lovejoy and Beaverton Round projects are programmatic in that the relationship of the infrastructure investment to the anticipated affordability of their housing is not explicit. In contrast, Gresham Central, Belmont Dairy and the Burnside projects might not have proceeded without the infrastructure paid for with public funds.

## C. IMPLEMENTATION ISSUES

Increasing transportation related support of housing affordability will entail modification of current regional project selection processes. The region might also consider establishing new funding mechanisms that are more responsive to timing issues that drive the development community.

### 1. Selection Processes.

Multi-modal projects selected for regional funding currently are ranked for both technical and administrative merit. Technical ranking awards a maximum of 100 points to any given project. *TPAC recommends that this point system be modified to award some advantage to*

A  
in  
the  
project

100pts

AT

Bike  
access to school,  
Freight

Housing / Transportation  
Design Criteria

"AT"  
"The"

projects that clearly demonstrate a nexus to housing affordability at either a program or project level. The intent is that a pool of good transportation projects be developed in the technical ranking process, of which some will directly address housing affordability.

The affordable housing subset of good transportation projects will then enter the administrative selection process "flagged" for their housing benefit to ensure some portion are in fact selected for implementation.

TPAC notes that the 40 points currently assigned projects on the basis of their "2040 compatibility" already assures that the bulk of investment decisions support the region's housing related policies of compact urban form and access to alternative modes. Again, it is adherence to these principles that will leverage the greatest indirect and direct improvement of housing affordability.

40  
PTS  
2040

## 2. New Funding Mechanisms

The State maintains an Immediate Opportunity Fund that pays transportation related costs of significant new business investment in the state. The IOF is a reserve that can be deployed quickly at the discretion of the Oregon Transportation Commission and is therefore responsive to the rapid cycle of capital investment decisions. A similar model may be desirable as a means to stimulate construction of additional affordable housing units. Presently, the region encumbers its transportation funds on a multi-year basis. In order to subsidize a road project that would enable a developer to reduce market rates, or enter into an assisted housing agreement, several years lead time might be required before new, unencumbered funds could be allocated to the project. Maintaining a reserve fund for this purpose could theoretically stimulate additional interest in the development community for construction of lower cost housing.

### D. PENALTY APPROACH

A penalty approach would withhold award of regionally allocated transportation funds from communities that do not implement "acceptable" assisted housing/affordable housing programs. TPAC strongly concurs with JPACT that the region should not withhold regional transportation funding to penalize jurisdictions in this fashion.

(A)

" Policy "  
" Project "  
" Penalty "

\*\*\*

Wrong Tools - Tom  
on  
Affordable / Subs. Housing  
Transportation \$  
Regional \$  
Afford \$ Wash D.C.



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M E M O R A N D U M

600 NORTHEAST GRAND AVENUE | PORTLAND, OREGON 97232 2736  
TEL 503 797 1540 | FAX 503 797 1793



METRO

TO: Metro Council  
FROM: Susan McLain  
DATE: March 12, 1998  
SUBJECT: Water Quality Issues outside the UGB

The attached material is to help provide a background on water quality issues outside of the urban growth boundary. This covers SB 1010 plans, Land and Water User Issues as it relates to Title 3.

I hope you find it useful as you prepare for the Growth Management Committee agenda on March 17th and Council discussions of Title 3.

cc: Mike Burton ✓  
Elaine Wilkerson ✓  
Mark Turpel ✓  
Susan Payne/Rosemary Furfey ✓



# Tualatin Basin Land & Water Users...

*Do you comply with SB1010?*

## What's the problem?

Soil erosion is a major contributor to a serious water quality problem in the Tualatin River. Inadequate control of erosion on agricultural land has compounded problems of sedimentation; soil-borne bacteria, phosphorus, and pesticides; water filtration for agricultural, domestic, and industrial use; degraded habitat for trout and other wildlife; and reduced scenic and recreational values of the river and its tributaries.

## What are the requirements?

All activities on lands outside the urban boundary must comply with the following criteria, unless rules of the Forest Practices Act apply, (ODA, OAR 603-95-0140 (1 & 2):

- **by January 1, 1996**, all farmland shall be managed to prevent gully erosion both on the managed land, and on lands downslope.
- **by January 1, 1998**, all farming or other activities shall be conducted such that estimated sheet and rill erosion rates do not exceed five times the soil loss tolerance factor (5T).
- **by January 1, 2000**, all farming or other activities shall be conducted such that estimated erosion rates do not exceed the soil loss tolerance factor (T). If any erosion is visible, the T factor is probably being exceeded.

## What can be done?

Apply one or more of the following BEST MANAGEMENT PRACTICES (BMPs):

- **Cover cropping:** Establish a cover crop by early October each fall. Oats are a good winter "nurse" crop with clover. Oats, or

oats with peas, are a good green manure and cover crop after row crops. Perennial grass is an excellent cover crop for caneberrries, blueberries, orchards, and Christmas trees.

- **Crop residue management:** Establish tillage management to maintain >50% residue coverage on soil surface over winter. Leave wheat residue standing until spring. Control weeds with herbicide if needed.
- **Conservation tillage:** Use chisel plow, disks or other tools to prepare seedbed with enough surface residue to control erosion. This can benefit many flatter fields of fall and spring seeded crops, in addition to the steeper slopes where it has been more widely used.
- **Contour farming:** Follow land contours for the final operation on the field. This small change can significantly reduce erosion and increase water infiltration.



*contour farming, crop residue use, grassed waterway*

- **Diversions or field waterways:** Construct a grassed or lined non-erosive waterway, or install an inlet structure with pipeline to carry water safely around an erosive area.
- **Pasture management:** Cross fence pastures to allow grazing rotation. Remove livestock from field before forage is below three inches average height. To increase total pasture productivity and protect soil, hold animals in a level sacrifice area and provide hay when pasture is not growing.

## What are the guidelines?

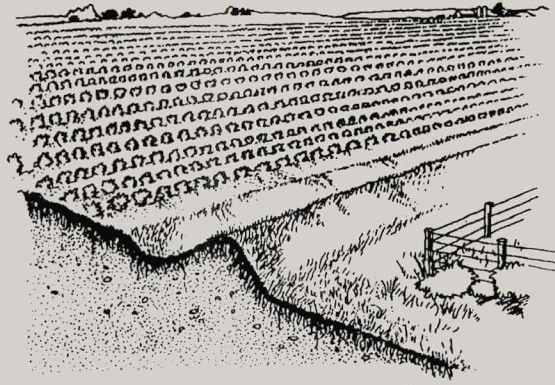
Contact the USDA Natural Resources Conservation Service and/or your local Soil and Water Conservation District to develop site specific best management practice (BMP) guidelines for any of the Field Office Technical Guide standards listed on the reverse:

## guidelines (continued)

- 322-Channel Vegetation
- 329-Conservation Tillage
- 330-Contour Farming
- 331-Contour Orchard & Other Fruit Area
- 340-Cover & Green Manure Crop
- 342-Critical Area Planting
- 344-Crop Residue Use
- 352-Deferred Grazing
- 354-Delayed Seedbed Preparation
- 362-Diversion,
- 382-Fencing
- 386-Field Border
- 392-Forest Riparian Buffer
- 393-Filter Strip
- 408-1-Forest Land Erosion Control
- 409-1-Forest Land Management
- 412-Grassed Waterway
- 422-Hedgerow Planting
- 449-Irrigation Water Management
- 472-Livestock Exclusion
- 484-Mulching
- 510-Pasture & Hayland Management
- 512-Pasture and Hayland Planting
- 512-(CP-1) Establishment of Introduced  
Grasses and Legumes
- 528-Proper Grazing Use
- 530-Proper Woodland Grazing
- 548-1-Grazing Land Mechanical Treatment
- 556-Planned Grazing Systems
- 558-Roof Runoff Management
- 561-A-Livestock Watering Ramp
- 570-Runoff Management
- 581-Heavy Use Area Protection
- 612-(CP-3) Establishing Temporary Cover
- 638-Water and Sediment Control Basin
- 652-Woodland Direct Seeding
- 666-Woodland Improvement.



*conservation tillage with crop residue use*



*contour farming, diversion, grassed waterway*

## For additional information, technical assistance, and possible financial assistance...

...contact the Soil & Water Conservation  
District serving you:

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### Clackamas County

#### Soil & Water Conservation District

Federal Bldg., 256 Warner Milne Road  
Oregon City, OR 97045-4014

Phone: 503-656-3499

Fax: 503-650-2367

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### Washington County

#### Soil & Water Conservation District

Bldg. B Suite B-2, 1080 SW Baseline  
Hillsboro, OR 97123-3823

Phone : 503-681-0953

Fax: 503-681-9772

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### West Multnomah

#### Soil & Water Conservation District

Morrison Bldg., 2115 SE Morrison St.  
Portland, OR 97214-2865

Phone: 503-231-2270

Fax: 503-231-2271

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### Yamhill Soil & Water Conservation District

2200 W 2nd Street  
McMinnville, OR 97128-9185

Phone: 503-472-1491

Fax: 503-472-2459

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# Tualatin Basin Land & Water Users...

*Do you comply with SB1010?*

## What's the problem?

The Tualatin River is heavily impacted by agricultural activities and soil erosion from surrounding lands. Water quality problems include: high levels of phosphorus, nitrogen compounds, sediment, bacteria, and algae; high water temperatures in summer; and degraded habitat for native trout, steelhead, and salmon.

## What are the requirements?

All Tualatin Basin lands outside of the urban growth boundary, except those subject to the Forest Practices Act, must meet these minimum requirements:

- **Sheet and Rill Erosion** - No activities which result in erosion exceeding the soil loss tolerance factor are allowed. Prevent erosion with cover crops, residue, etc.
- **Gully erosion** - Lands must be managed to prevent all gully erosion.
- **Near-stream area management** - Streambanks and lands extending 25 ft. from the top of the streambank must be managed to control erosion and protect water quality. Limited use of these areas must comply with USDA Natural Resources Conservation Service *Field Office Technical Guide (FOTG)* standards for: pastures, fertilizers, crops, livestock, and manure. These lands must be protected with a cover crop year round, except for commercial crop production, where cover crop must be maintained October through April.
- **Irrigation** - must be managed to prevent any water from returning to a stream.
- **Waste discharges** - manure, fertilizer, or other wastes must be managed and stored to prevent any discharge into streams, ditches, or other waters of the state. (OAR, ODA 603-95-0140.)

## What can be done?

The most important step you can take is to develop and implement a **Voluntary Water Quality Farm Plan**. The purpose of such a plan is to help achieve your objectives as a land and water user—and, to help you meet the water quality requirements of SB1010.

- You can prepare your own plan; hire consultants; or ask your local conservation district to help prepare your plan.
- Regardless of who prepares the plan, it must be approved by the Soil and Water Conservation District serving your area.
- Implementing an approved plan will result in more productive management for you; and, a higher level of natural resource protection and improved water quality for everyone.
- In the event of problems arising in farm operations that prevent your meeting SB1010 requirements, allowances may be granted if you can demonstrate that you are implementing an approved Voluntary Water Quality Farm Plan.
- Review Tualatin Basin Water Quality Management Plan fact sheets for *Manure, Erosion, Near-stream, and Irrigation Management*. Implement recommended **BEST MANAGEMENT PRACTICES (BMPs)** as appropriate for your situation.
- Obtain additional assistance and guidance in effective land management from: your local Soil and Water Conservation District; USDA's Natural Resources Conservation Service; and, OSU's Extension Service.

## What are the guidelines?

See USDA Natural Resources Conservation Service *Field Office Technical Guide (FOTG)* for particular standard descriptions.

**For additional information, or technical assistance...**

Washington County  
Soil & Water Conservation District  
Bldg. B Suite B-2, 1080 SW Baseline  
Hillsboro, OR 97123-3823  
Phone : 503-681-0953  
Fax: 503-681-9772

Tualatin Basin Water Quality Management Plan  
**Fact Sheet: Plan Summary**



# Fact Sheet: Near-Stream Management

## Stream Side Landowners...

### Do you comply with SB1010?

#### What's the problem?

Improperly managing lands near streams for livestock or crops has increased sediment, bacteria, undesirable nutrients, and temperatures in the waters. These conditions increase algae growth; increase costs and risks of using the water for agricultural, domestic, and urban needs; kill fish; and limit scenic and recreational values of the river system.

#### What are the requirements?

An area extending at least 25 ft. from the top of the streambank shall be managed to protect water quality. In this area, and on the streambank, the following is required:

- No land management or soil disturbing activity shall be conducted which results in soil, manure, fertilizer or other materials entering the water.
- An adequately vegetated buffer shall be maintained on non-cropped areas at all times, and on cropped areas from October through April.
- Pastures must comply with field office technical guide (FOTG) standard 510.
- No feedlots, paddocks, or other livestock holding areas may be located here unless a runoff control system meeting FOTG 312 is installed and maintained.
- Application of fertilizer, manure, or other nutrients shall meet FOTG 590. [OAR, ODA 603-95-0140, (3)].

#### What can be done?

Apply one or more of the following **BEST MANAGEMENT PRACTICES (BMPs)**:

Establish a buffer or filter strip extending at least 25 wide from the top of the streambank with a thick cover crop of grasses. In addition, on sloping streambanks, establish ground cover of grass and non-invasive/native shrubs to control erosion, shade the stream, and filter surface and shallow runoff.

#### Livestock...

- Restrict animals from this area with fencing.

- Plant and maintain appropriate grass ground cover.
- Provide off-stream watering using "nose-pumps," troughs, or other means.
- Establish and follow a specific management plan before using near-stream area for any grazing. Plan must meet specifications of FOTG 510 and 528, be limited to short term use, maintaining grass height at minimum of 3", protecting shrubs, small trees, and ground cover, preventing any manure from reaching or washing into stream, and avoiding formation of trails or compacted areas.

#### Crop production...

- When feasible, maintain the 25 ft. buffer and avoid cropping this area.
- Integrate conservation tillage, cover crops, mulches, and crop residue use into cropping systems to reduce erosion and nutrient runoff.
- **Establish required grass cover crop early** to allow sufficient plant growth to filter runoff and hold soil before cool temperatures stop growth. Minimum requirement is 25 ft. width in cover crop from October through April. Wider and over a longer time period is better.

#### What are the guidelines?

USDA Natural Resources Conservation Service *Field Office Technical Guide (FOTG)* standards:

322-Channel Vegetation; 327-Conservation Cover; 329-Conservation Tillage; 342-Critical Area Planting; 382-Fencing; 386-Field Border; 392-Riparian Buffers; 393-Filter Strip; 472-Livestock Exclusion; 510-Pasture & Hayland Management; 528-Proper Grazing



Use; 590-Nutrient Management; 685-Pest Management.

#### For additional information, or technical assistance...

#### Washington County

Soil & Water Conservation District  
Bldg. B Suite B-2, 1080 SW Baseline  
Hillsboro, OR 97123-3823  
Phone : 503-681-0953  
Fax: 503-681-9772



# Irrigators...

*Do you comply with SB1010?*

## What's the problem?

Excess irrigation water flowing from the land or through drain tiles to streams can degrade water quality. Water may carry fertilizer, sediment, pesticides, and undesirable heat to streams. With our limited summer supplies, all water must be carefully managed to avoid waste and provide clean water for the diversity of agricultural, domestic, urban, wildlife, and recreational uses.



## What are the requirements?

No activities shall result in the discharge of irrigation water into waters of the state from May 1 through October 31 annually, without prior written approval from Oregon Department of Agriculture. (OAR, ODA 603-95-0140, 4.)

## What can be done?

Apply one or more of the following **BEST MANAGEMENT PRACTICES (BMPs)**:

- Monitor your irrigation. Stop watering before runoff occurs.
- Determine application rates for your irrigation system. Know the rate and total amount of water you apply.
- Check sprinkler nozzles. Replace worn or incorrect nozzles.
- Convert from sprinkler to drip irrigation.

- Use mulches to reduce evaporation, prevent crusting, increase infiltration.
- Determine soil infiltration rate. Apply water no faster than soil can absorb it.
- Schedule irrigations based on soil moisture. Gypsum blocks, tensiometers, and evapotranspiration estimates are good tools to use.
- Encourage deep rooted crops to use moisture in lower root zone before applying more irrigation in late summer.
- Reduce evaporation by avoiding irrigation during winds. Irrigate at night, early in the morning, or on cloudy days to increase irrigation efficiency.
- Maintain filter strips on lower edge of field to absorb limited runoff.
- Construct a collection pond for reuse of runoff water.

## What are the guidelines?

USDA Natural Resources Conservation Service *Field Office Technical Guide (FOTG)* standards:  
388-Irrigation Field Ditch  
428 & 430-Irrigation Water Conveyance  
441-Irrigation System  
442-Irrigation System, Sprinkler  
443-Irrigation System Surface & Subsurface  
447-Irrigation System, Tailwater Recovery  
464-Irrigation Land Leveling

## For additional information, or technical assistance...

**Washington County**  
**Soil & Water Conservation District**  
Bldg. B Suite B-2, 1080 SW Baseline  
Hillsboro, OR 97123-3823  
**Phone :** 503-681-0953  
**Fax:** 503-681-9772



# Farm Animal & Poultry Owners ...

*Do you comply with SB1010?*

## What's the problem?

Manures are rich sources of bacteria, phosphates, and nitrates.

- **bacteria:** can spread disease to other livestock and people in the watershed.
- **phosphates:** promote algae growth when dissolved in surface waters. As algae dies, decomposing bacteria remove oxygen from the water, killing fish. Algae also plugs irrigation filters and reduces scenic and recreational values for streams.
- **nitrogen:** In well water, excessive nitrates have caused livestock deaths and severe permanent nervous system damage to human infants. Ammonia forms of nitrogen remove oxygen from water, killing fish.

Nitrogen may promote algae growth.



## What are the requirements?

(A) No activities shall be conducted which result in the discharge of wastes—including but not limited to livestock manures, composts, fertilizers, and waste products—into waters of the state.

(B) No wastes shall be placed where they are likely to escape or be carried into the waters of the state. (OAR, ODA 603-95-0140, 5 a, b, c.)

## What can be done?

Apply one or more of the following **BEST MANAGEMENT PRACTICES (BMPs):**

- Perform regular cleanout maintenance and proper storage of manure and wet or soiled bedding from heavily used areas, stalls, and paddocks.
- Store wastes on dry, impervious material. Packed clay soil may work, but concrete with side berms is most desirable.
- Locate waste storage on a raised site outside of drainage areas. If necessary, grade the area surrounding the storage.
- Locate storage conveniently for loading and unloading. If power equipment will be used, be sure storage is both large and strong enough for the machinery.
- If building a storage facility, plan for a storage size large enough to hold all manure and bedding for at least six months.
- Keep all wastes under roof or waterproof tarp from October through April.
- Develop a sound plan for proper use and disposal of the wastes. Manure spread over fields in spring or summer may significantly increase production and reduce need and costs for chemical fertilizers. Repeated spreading though, may build excessive levels of some nutrients in soils. Soils and manure should be tested at least every three to four years. Many gardeners, greenhouses, nurseries, and farms use manures to improve their soils. Composted manures are marketable with demand increasing for organic soil amendments.

## What are the guidelines?

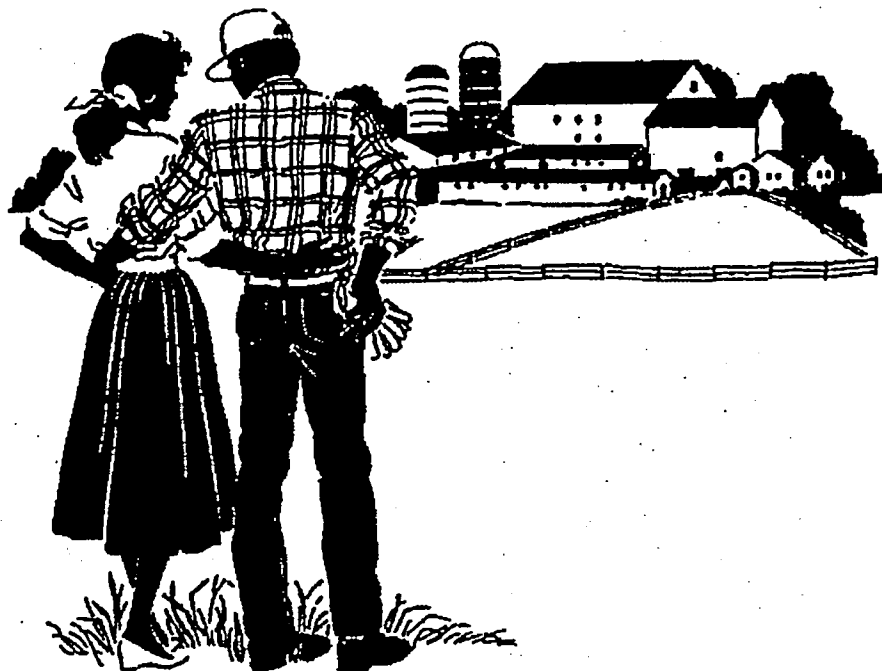
USDA Natural Resources Conservation Service *Field Office Technical Guide (FOTG)* standards:

- 312-Waste Management Systems
- 313-Waste Storage Structure
- 317-Composting Facility
- 633-Waste Utilization.

## For additional information or technical assistance...

**Washington County**  
**Soil & Water Conservation District**  
 Bldg. B Suite B-2, 1080 SW Baseline  
 Hillsboro, OR 97123-3823  
**Phone :** 503-681-0953  
**Fax:** 503-681-9772

# HOW TO INITIATE YOUR OWN VOLUNTARY WATER QUALITY FARM PLAN



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Correlating with the Tualatin River Subbasin  
Agricultural Water Quality Management Area Plan  
Created under Oregon's Senate Bill 1010.

Washington County Soil & Water Conservation District in Hillsboro at 681-0953, or  
through your local Conservation District office in  
Yamhill County 472-1491, Clackamas County 656-3499,  
or West Multnomah County 231-2270.



**Protect - Yourself & Your Environment**  
**Benefit - Your Farm & Your Community .. With a**  
**Voluntary Water Quality Farm Plan**

## The Program

- Tualatin River Basin water quality is a focus of both federal and state concerns. The Basin is listed by EPA as "water quality limited". Under Oregon Senate Bill (SB) 1010, Oregon's first Agricultural Water Quality Management Area Plan was adopted for the Tualatin basin in 1996. This Tualatin River Subbasin Agricultural Water Quality Management Area Plan includes rules for rural land use in the Tualatin Basin.
- The Management Area Plan rules include prohibited conditions for excessive erosion, degradation of land beside streams, allowing irrigation water to flow back to the stream, or inadequate management of wastes. For rule violations, penalty fees and restrictions may result. If widespread voluntary action is not taken toward improving land management, more restrictive federal rules may be imposed by EPA or National Marine Fisheries Service.
- Voluntary water quality farm (VWQF) plans are tools to help landowners manage their land profitably while protecting water quality. These VWQF plans are also the measure federal agencies will use to determine if the voluntary program is working. If large numbers of VWQF plans are in force, more stringent federal rules are unlikely.
- A recognized voluntary plan will include several best management practices (BMPs) which you, the landowner will select. To develop a plan, a technician with United States Department of Agriculture (USDA) - Natural Resources Conservation Service (NRCS), or the local Soil and Water Conservation District (SWCD) can assist you. Or you may employ a qualified private consultant. The plan developed will describe practices you select to manage erosion, wastes, irrigation, and near-stream areas. An implementation schedule will be determined. The Conservation District will review and approve the plan. Management practices will be implemented by you.



## The Benefits

- You make the decisions. You implement the plan.
- If a complaint is filed or a prohibited condition occurs, you are protected. Under the Management Area Plan rules, no penalties may be imposed if you are operating under an approved Voluntary Water Quality Farm Plan.
- Reduce probability for additional federal controls or restrictions.
- Improve public image of agriculture and of your operation.
- Protect water quality for uses with agriculture, communities, fish and wildlife, and rural domestic uses.
- Financial assistance and additional time may be offered to implement your plan.

# The Process

## Recording Inventory Information and Decision Making

- You will fill out Part I - Resource Inventory. This part provides information about your site that will be used to develop the best plan to meet your objectives and the situations on your site.
- The Resource Inventory is needed to evaluate what management practices will provide the most benefit to you and to the watershed. The inventory is also required to evaluate locations, acreage, and situations where farm plans are being implemented.

It may take some time to fill out Part I, but your cooperation is appreciated. If some of the information asked for seems vague or unclear or you don't know why the information is requested, just leave those spaces blank for now. They can be filled in when you visit with an SWCD or NRCS technician who will explain what is needed.

- Selecting the choices in Part II - Best Management Practices can be done by you alone, or with assistance from the technician or consultant of your choice. In Washington County the Soil and Water Conservation District (SWCD) or Natural Resource Conservation Service (NRCS) technicians are located in the field office in Hillsboro. Call 681-0953 for information assistance or to schedule a meeting. Filling out Part II makes a list of practices you use now, or may consider using in the future. You can read the descriptions and check boxes for practices of interest to you from pages seven through fifteen. When you meet with the technician, a more complete explanation of the practices and their purposes can be explained.
- An SWCD or NRCS technician will visit with you and walk the land. They will discuss your concerns, objectives, and options on how to protect your farm resources. Call 681-0953 now to schedule a meeting with a technician.

## Writing the Voluntary Water Quality Farm Plan

- After you have selected the basic management options, a more detailed description of some of the conservation practices specific to your site will be prepared by your consultant or technician.
- You will review the plan. When it is the plan you want to use, you will sign it.

## Approving Your Plan

- The Directors of the Washington County SWCD will review your plan.
- When your plan is approved, it will remain in effect for three years. At that time your plan can be renewed, if you desire.

## Part I - Resource Inventory

Please provide information and answer the questions as accurately as possible. Ask for assistance where clarification is needed. Site location information is needed to identify and record your plan.

1. Name of landowner / manager \_\_\_\_\_

2. Phone (503) - \_\_\_\_\_ - \_\_\_\_\_

\_\_\_\_\_, OR \_\_\_\_\_  
ADDRESS CITY ZIP

Site location / address if different \_\_\_\_\_

Tax lot # from your tax statement \_\_\_\_\_  
Township Range Section Lot #

3. Field Inventory: Describe each field on the chart below.

Use = crop, pasture, homestead, forest, wildlife, etc.

Soil type from soils map. Leave blank if soils information is not available

Resource concern = erosion, animal health, weeds, odors, production capacity, etc.

Field	Use	Soil Types	Acres	Resource Concerns
1				
2				
3				
4				
5				
6				
7				

4. Livestock Type

Numbers

Average Weight

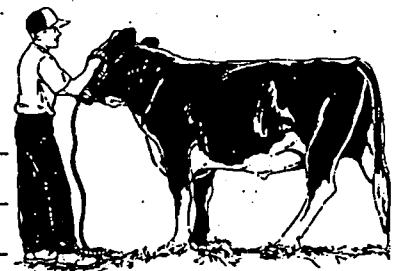
# Days Held Annually

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



5. Describe livestock management system used: rotational grazing, open grazing, paddock holding, confined feeding, etc. for each season, with number of acres used for the practice.

Management System

Acres Used

Forage, Hay, or Feed Type

Summer \_\_\_\_\_

Winter \_\_\_\_\_

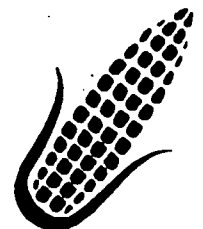
6. Manure management. Describe the location and process used now for livestock waste.

7. List agreements entered into for technical or financial assistance which specify, relate to, or restrict land management options (USDA-FSA, NRCS, leases, etc.)

8. List fertilizers applied to different fields. For analysis, list the fertilizer formula or % content. Fertilizer bags give the nitrogen (N), phosphorus (P), and potassium (K) content as a percentage of the fertilizer total weight in a standard order as three numbers. For example, a spring lawn fertilizer might list 22 -3 -4. It is 22% N, 3% P, and 4% K. Sometimes a fourth number is listed for sulfur (S). 22 -3 -4 -8 indicates 8% S by weight for the fertilizer. Other nutrient elements may be included, but they will usually be labeled. For example, 22 -3 -4 -8 -0.5B indicates that 0.5% boron is included. If manure is applied, indicate animal type, and waste volume. If manure was analyzed, list values.

Under the crop heading, list crop grown such as corn, pasture, grass hay, blueberries, etc. If you use a rotation schedule, indicate the years for each crop. A field with two years in crimson clover followed by one year in winter wheat would be 2 crim. clov./ 1 wheat.

Field	Crop	Acreage	Fertilizer Analysis	lbs./acre	Crop rotation
1			- -		
2			- -		
3			- -		
4			- -		
5			- -		
6			- -		
7			- -		



9. Indicate pesticides used within the last 12 months, or typically used in a normal year.

Pesticide Name	Rate/Acre	# Of Acres	Purpose Of Use	Date Applied

Pesticides & fertilizers: storage method and location \_\_\_\_\_

Types & quantities stored

10. Most recent soil test results: date of test \_\_\_\_\_  
Test results: phosphorus \_\_\_\_\_ potassium \_\_\_\_\_ pH \_\_\_\_\_  
other \_\_\_\_\_

11. Nearest stream name \_\_\_\_\_  
Length through property \_\_\_\_\_ or distance from property \_\_\_\_\_  
Existing stream conditions: % of streambank with groundcover \_\_\_\_\_  
% of stream surface shaded at noon in July \_\_\_\_\_  
Description of streambank erosion, weeds, habitat, problems, restoration, protection, etc.

12. Domestic water supply / septic system.  
Depth to summer well water, or on city water, surface water, describe: \_\_\_\_\_  
Well flow rate \_\_\_\_\_ gpm Date of last well water test \_\_\_\_\_  
Septic system: last date inspected \_\_\_\_\_ last date pumped \_\_\_\_\_

13. Other resources: Describe unique or desirable Production / Habitat / Recreation / Trees or other resources or uses.

12. Field location - map description. Make a map of the farm or obtain an aerial photo from the Conservation District office. Mark and label locations for features such as ditches, field drainage lines, swales, wetlands, intermittent channels, fences, streams, manure storage, historical sites, structures, or other significant features as appropriate. Attach the map.

**Cooperator Objectives** Please describe your objectives for use of this land.

- Increase / maintain production.
- Enhance appearance and value of property.
- Protect animal health.
- Improve water quality, wildlife habitat.
- Make efficient use of time.
- Productive use of materials and funds.

Other:

## Part II - Best Management Practices

Each farm plan will include management practices to enhance long term production and prevent resource degradation for resource issues A to F below.

You will select best management practices (BMPs) to meet or exceed requirements for each resource objective. Erosion control and nutrient management objectives will be included for all farms. Where conditions exist on the farm, BMPs for near-stream management, irrigation, waste, and pasture management objectives will also be included. From the list of numbered BMPs which follow, mark the BMPs you would like explained to decide if you want to use them.

If a practice is already being used on the farm, its implementation date will be given as existing. If it is a new practice, you will set a date when you will have implemented the practice.

A typical farm plan might include the 11 best management practices numbered below.

**Sample list of plan practice titles** with implementation dates which might be included in a typical farm plan

<u>Practice</u>	<u>Scheduled Implementation Date</u>
<b>A. Erosion Control</b>	
340 Cover and Green Manure Crop	next fall on one field.
386 Field Border	existing on lower edge of field.
<b>B. Nutrient Management</b>	
590 Nutrient Management	by next spring.
595 Pest Management	by next spring
<b>C. Near-Stream Area Management</b>	
393 Filter Strip	existing
<b>D. Irrigation Management</b>	
Not applicable, no irrigation used on field.	
<b>E. Waste Discharges</b>	
312 Waste Management System	in four months.
313 Waste Storage Facility	in four months.
558 Roof Runoff Management	next fall.
<b>F. Pasture and Hayland Management</b>	
382 Fence	existing.
528A Prescribed Grazing	by next spring.
614 Trough or Tank	existing.

Several BMPs may be combined to meet each objective. BMPs most widely used in the Tualatin Basin are described on pages 7 through 15. Numbers from the USDA Technical Guide are used. More detailed description of these practices can be provided. Select one or more of these BMPs which you already use, or will consider using in the future.

## A. EROSION CONTROL -Requirements -

- 1) No land management shall be conducted which results in gully erosion.
- 2) Lands shall be managed to keep the sheet and rill erosion rate below the established tolerable rate. The rate of erosion is determined in the field using the Revised Universal Soil Loss Equation. The tolerable erosion rate is established for each soil type and slope. In general, if erosion is visible, it is exceeding the tolerable rate.

BMP options. Check practices you want to consider for implementation. All farm plans will include erosion control practices. Practices may be used on the whole farm, or on selected portions of the farm.

- 322- Channel Vegetation. Establish and maintain adequate plants on channel banks and other areas to stabilize the banks, reduce erosion and sedimentation, and enhance habitat and visual aspects.
- 324 - Chiseling and Subsoiling. Restrictive layers below plow depth will be shattered to improve water and root penetration and aeration through loosening the soil, without inverting and with a minimum of mixing of the surface soil. Subsoil while soil is dry.
- 328 - Conservation Crop Rotation. A sequence of crops will be used for organic residue to improve soil structure and fertility, reduce erosion, improve water quality and water use efficiency, provide food for animals, improve wildlife habitat, or break reproduction cycles of plant pests. May include perennial vegetative cover, plant residue on the surface and within the soil, nitrogen fixing legumes, plants which remove specific excess nutrients, plants which disrupt disease, weed or insect cycles, or plants providing benefit to wildlife.
- 329 - Residue Management. Cultivation system will be used in which >30% of soil surface is covered by plant residue to reduce erosion, develop soil tilth, improve water absorption, increase water quality, and provide food and cover for wildlife. Amount, orientation, and distribution of plant residue on soil surface will be managed year-round, while growing crops.
- 329A - No Till and Strip Till. Form narrow slots or tilled strips in previously untilled soil and residue to reduce erosion, improve soil tilth and organic matter, conserve soil moisture, provide food and escape cover for wildlife.
- 329B - Mulch Till. Till surface prior to planting to reduce erosion, improve soil structure and organic matter, conserve soil moisture, provide food and/or escape cover for wildlife.
- 329C - Ridge Till. Use preformed ridges alternated with furrows protected by crop residue to reduce erosion, improve soil tilth and organic matter, conserve soil moisture, provide food and escape cover for wildlife



- 330 - Contour farming. All crop tillage, planting, and other cultural operations will be established on contour rows perpendicular to the slope of the field. This will reduce erosion, reduce runoff, and increase water infiltration.
- 331 - Contour orchard and other perennial area. Orchards, vineyards, Christmas trees, etc. will be planted so all cultural operations are done on the contour to reduce erosion, control water use, and operate farm equipment more easily.
- 340 - Cover and Green Manure Crop (acre). Crop of closely growing grasses, legumes, or small grain will be planted primarily for seasonal protection and soil improvement. Usually grown for 1 year or less, except for permanent cover as in orchards, vineyards, or travel lane centers. Used to control erosion when major crops do not provide adequate cover; to add organic matter to soil; and to improve infiltration, aeration, and soil structure.
- 342 - Critical Area Planting. Trees, shrubs, grasses, etc. will be planted on erodible areas to stabilize the soil, reduce damage from sediment downstream, and improve wildlife and visual resources.
- 344 - Residue Management, Seasonal. The amount orientation, and distribution of crop and other plant residues on the soil surface will be managed during part of the year while growing crops in a clean tilled seedbed to reduce erosion, conserve soil moisture, increase infiltration, reduce soil loss, improve soil structure, and provide food and escape for wildlife.
- 386 - Field Border. A strip of perennial vegetation or shrubs at least 5 feet wide will be maintained at the edge of the field to control erosion, protect edges of fields used as travel lanes, or provide wildlife habitat.
- 393 - Filter Strip. A strip of vegetation will be established for a) removing sediment, organic matter, and pollutants from runoff; b) provide shade to reduce water temperatures; c) reduce algae growth; d) aid in nutrient capture from shallow groundwater; and e) provide structural support. Width shall be at least 25 feet bordering streams and for 30% slopes. Width shall be at least 10 feet for slopes less than 1%.
- 412 - Grassed Waterway. A suitably shaped channel with appropriate vegetation will be established for carrying water without erosion. Grass will hold soil, filter and slow the runoff, and increase absorption.
- 484 - Mulching. Plant residues will be applied to the soil surface to conserve moisture, reduce compaction and erosion control weeds, and/or establish plant cover.





- 561 - Heavy Use Area Protection. These areas will use vegetative cover, surfacing, or structures to stabilize area, reducing erosion or other deterioration.
- 620 - Underground Outlet. A conduit will be installed or maintained beneath the surface of the ground to collect surface water and convey it to a suitable outlet.
- 638 - Water and Sediment Control Basin. An embankment or ridge-channel will be built forming a sediment trap and detention basin to improve farmability, reduce erosion and runoff, trap sediment, and improve stream water quality.

The following BMPs for erosion control have been less commonly used in formal plan practices, but are effective. Details can be provided if you have interest.

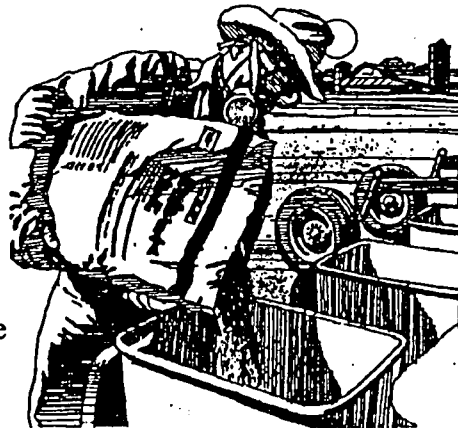
- 327 - Conservation cover
- 557 - Row Arrangement
- 585 - Stripcropping, Contour (acre)
- 586 - Stripcropping, Field
- 612 - Tree/Shrub Establishment (described under Near Stream Area Management)

## B. NUTRIENT MANAGEMENT

*Requirement* - Chemical fertilizers and organic nutrients including manure and compost shall be managed to comply with waste discharge provisions.

BMP options. Select practices you want to consider for implementation. #590 and #595 will be included for all farms, and #633 for all farms with livestock.

- 590 Nutrient Management. The amount, form, placement, and timing of nutrient applications will be based on soil analysis, nutrient analysis of material applied, and OSU nutrient recommendations for the crop. Nutrient applications will be managed to supply optimum forage and crop yields, minimize entry of nutrients to surface and groundwater, and maintain or improve chemical and biological condition of the soil.
- 595 - Pest Management. Weeds, insects, and diseases will be managed to reduce adverse effects on plant growth in a way that facilitates crop production goals without detriment to water or air quality, or desirable wildlife.
- 633 - Waste Utilization. Amount of agricultural or other wastes used for fertility requirements of crops or pastures will be specified based on soil analysis, manure analysis or standard NRCS table values, and OSU nutrient recommendations to:
  - a) minimize adverse health or environmental impacts
  - b) comply with watershed administrative rules.
  - c) not exceed drainage and soil capabilities
  - d) provide for alternative methods of disposal.



## C. NEAR-STREAM AREA MANAGEMENT

- If neither a permanent nor seasonal stream flows beside or through the site check this box and go ahead to part D.

*Requirements* -The near stream area is defined as all land extending 25 feet from the mean high water line for the stream, on both sides of the stream.

No activities shall be done in this area which result in suspended nutrients, soil, sediment, or manure entering a stream.

- (A) A vegetated buffer with greater than 70% ground cover shall be established and maintained at least 25 ft. wide on either side of the stream.
- (B) If part of the 25 ft. width is used for crop production, a 70% vegetated buffer must be reestablished for October through April.
- (C) If this near-stream area is used for pasture or hay, use will comply with field office technical guide 510 (Pasture and hayland management).
- (D) This area will not be used for concentrated livestock use without a barnyard runoff control system meeting field office technical guide standard 312 (Waste management).
- (E) No fertilizer or manure will be used in this area unless applied as described in field office technical guide 590 (Nutrient management).

BMP options. Check practices you want to consider for implementation. If a stream is on the site, select BMPs to meet the requirements. Most farms with streams will include #322. Number 391A and/or #393 will be in most near-stream plans.

- 322 - Channel Vegetation. Plants will be established and/or maintained for stabilizing banks and adjacent areas to reduce erosion and sedimentation, improve fish and wildlife habitat, reduce summer water temperatures, and enhance visual appearance. Additional detailed descriptions for streambank management are available under CD01 - Willows, CD02A - wattling for erosion control, and CD02B - streamside revegetation.



- 382 - Fence. Fence of standard or better quality will be installed and maintained in a designated location to appropriately control movement and grazing of livestock.
- 386 - Field Border. A strip of perennial grass, shrubs, or other vegetation at least 5 feet wide will be maintained at the edge of the field to control erosion, provide wildlife habitat, and/or to protect travel lanes for farm machinery.

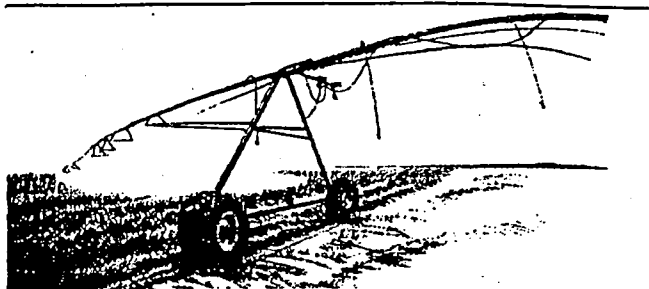
- 391A. Riparian Forest Buffer -An area of trees and/or shrubs located adjacent to water bodies will be established and maintained to create shade to lower water temperatures for aquatic organisms, provide woody debris for aquatic organism and wildlife habitat, reduce sediment, organic material, nutrients and pesticides in subsurface flow, reduce runoff, and stabilize streambank soils to reduce erosion.
- 393 Filter Strip. A strip of vegetation for removing sediment, organic matter, and other pollutants from runoff will be established and maintained. In addition to ground cover, trees and shrubs may be planted and maintained to provide shade to reduce water temperatures and algae growth, to provide structural support from root systems to reduce erosion, and to aid in nutrient capture.
- 395 - Fish Stream Improvement. Stream will be managed to improve survival and reproduction of trout, steelhead, or salmon and increase the aquatic diversity in the stream. May involve restoring a low width-to-depth ratio, bank stability, riffle-pool complexes, development of complex and diverse habitat with large woody debris and refuge areas, with maximum canopy shade cover. Specific habitat enhancement guides are available for Coho Salmon, Rainbow Trout, Mallard Ducks, Wood Ducks, Canada Goose, Non-game Birds, Hawks, Owls; "Wildlife Habitat Evaluation Guides", "Riparian Areas: Fish and Wildlife Havens"; or "Trout in Small Woodland Areas".
- 580 - Streambank and Shoreline Protection. Use vegetation and/or structures to stabilize and protect banks of waterways to prevent loss of land or damage, reduce sediment loads, or improve stream for recreation or wildlife habitat.
- 584 - Stream Channel Stabilization. Stabilize channel of a stream with suitable structures to stabilize the grade, prevent further damage, create a stable streambed favorable to wildlife and riparian vegetation.
- 612 - Tree/Shrub Establishment. Tree seedlings or cuttings will be planted to conserve soil; protect water quality; produce wood crops; improve appearance; provide shade or protection for streams, livestock, structures; or improve wildlife habitat.
- 657 (690) - Wetland Development or Restoration. Wetlands will be established, reestablished, or improved for the benefit of wildlife, to reduce flooding, provide offsite water quality benefits, and provide groundwater recharge of acceptable water quality on sites that were once natural wetlands or that are capable of storing water for development of a wetland facility.

The following BMPs for near-stream management have been less commonly used in the Tualatin Basin, but are effective. Details are available.

- 575 - Animal Trail and Walkways -Develop travel lanes for animals.
- 644 - Wildlife Wetland Habitat Management - A- Wood Ducks on Small Woodlands; B- Douglas Fir Forests and Wildlife; C- Hawk, Eagle, and Osprey; D- Wetlands As Varied As Our Region; E- Preserving Natural Vegetation.

## D. IRRIGATION MANAGEMENT

*Requirement* - Irrigation must be managed to prevent any irrigation water from flowing from a field into any stream from May 1 through October 31 annually.



- If no irrigation is used on the farm, check this box and go ahead to part E.

BMP options. Select practices to consider for implementation. If irrigation is used, include #449, IP 2.03.08, and other BMPs as appropriate to your irrigation needs.

- 441 - Irrigation system, Trickle. A planned system will be installed and maintained to efficiently apply water directly to plants' root zones by low pressure applicators placed on or below soil surface to maintain soil moisture, reduce water loss and erosion, and reduce loss of water quality or salt accumulation.
- 442 - Irrigation system, Sprinkler. A planned, irrigation system will be installed and maintained for efficiently applying water by perforated pipes or nozzles under pressure to maintain soil moisture, reduce excessive water loss and erosion, and protect water quality.
- 447 - Irrigation System, Tailwater Recovery. A facility to collect, store, and transport irrigation tailwater for reuse in a farm irrigation distribution system will be installed and maintained to improve application uniformity, reduce down slope ponding and flooding, conserve farm irrigation water, and improve water quality by collecting water that runs from the field surface for reuse on the farm.
- 449 - Irrigation Water Management. The rate, amount, and timing of irrigation will be determined and controlled to minimize soil erosion and loss of plant nutrients, control undesirable water loss, control moisture environment of crops, effectively use available irrigation water supplies, to prevent irrigation from running off of field, and to protect water quality. May also include use of soil moisture meters, evapotranspiration report monitoring, etc.
- IP 2.03.08. Eliminate surface runoff from sprinkle-irrigated fields.
  - a) Match irrigation system to soil and crops
  - b) Turn off water before runoff occurs.
  - c) Use tillage which increase infiltration rate
  - d) Run shorter sets
  - e) Correct soil chemistry or structure problems
  - f) Avoid large drops which cause soil crusting

The following BMPs for irrigation management are also effective. Details can be provided if you have interest.

- 443 - Irrigation System, surface and subsurface
- 587 - Structure for water control
- IP 2.01.02 - Monitor pumping plant efficiency.
- IP 2.03.01 - Have an irrigation specialist check sprinkle field layouts.
- IP 2.03.02 - Have an irrigation engineer check field layouts.
- IP 2.03.04 - Use the "lateral offset" technique.

## E. WASTE MANAGEMENT

Livestock manures, commercial fertilizers, and other materials are valuable resources when properly used. However these materials become wastes and cause problems when allowed to enter streams or groundwater.

*Requirements* - No practices shall be conducted which result in the discharge of fertilizers, manures, or other waste products, to any stream. These wastes may not be placed where they are likely to enter any stream.

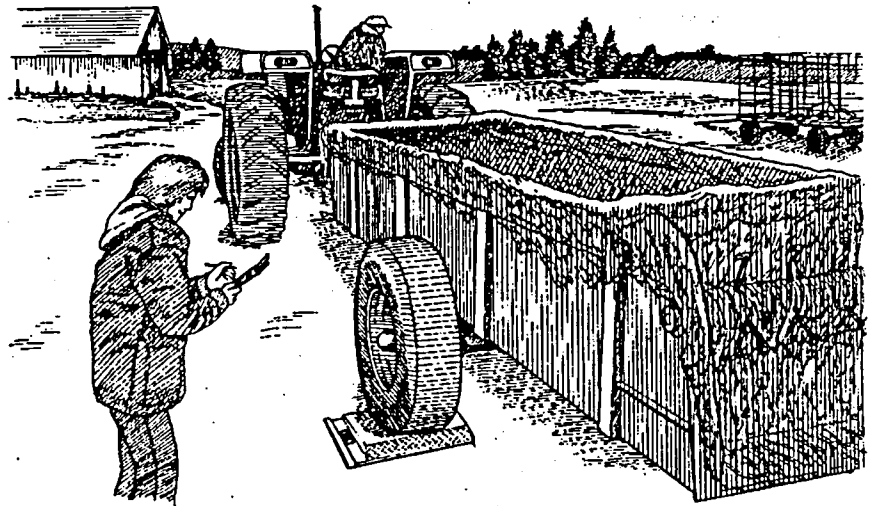
- If no livestock are, or will be on the farm, check here and go to part F.

BMP options. Select practices you want to consider for implementation. If livestock are on the site, include #312 and #633 under Nutrient Management. #558 will also be included for most operations with livestock.

- 312 Waste Management System. Liquid and solid waste including runoff, shall be managed so it does not degrade air, soil, or water resources, and so public health is protected.

For Near Stream Area - No fertilizer, manure, or other nutrients will be spread or applied to the near stream area, including streambank slopes nor in filter strip area extending 25 ft. beyond the top of the streambank, with the exception that fertilizer may be applied in areas for new plantings at recommended rates and times within 90 days of planting.

- 313 - Waste Storage Facility. A roofed structure will be constructed and used for storing livestock manure and bedding wastes from October through April. Until a roofed structure is available, wastes will be stored on dry concrete or raised ground, under waterproof tarp.



- 317 - Composting Facility. The carbon/nitrogen ratio may range from 20:1 to 40:1. High carbon levels tend to decrease odors, increase composting time, and reduce composting temperatures. Compost should be well mixed and aerated to promote decomposition. Composting temperatures should range from 130° to 170°F for 10 to 14 days and above 110°F for an additional 10 to 30 days. Compost should be stored under roof (Code 313) or tarp with aeration spacers from October through April.
- 558 - Roof Runoff Management. Roof gutters, downspouts, and drainage pipes will be arranged for collecting and controlling runoff from roofs to prevent runoff water from flowing through waste areas, barnyards, roads and alleys, and to reduce pollution and erosion, improve water quality, and improve drainage.

## F - PASTURE AND HAYLAND MANAGEMENT

*Requirement* - Pastures and haylands shall be managed to comply with all provisions for erosion control, near-stream management, and waste management.

Treat pasture and hayland properly to prolong life of forage species, improve quality and quantity of forage, protect soil, protect water quality, and reduce water loss.

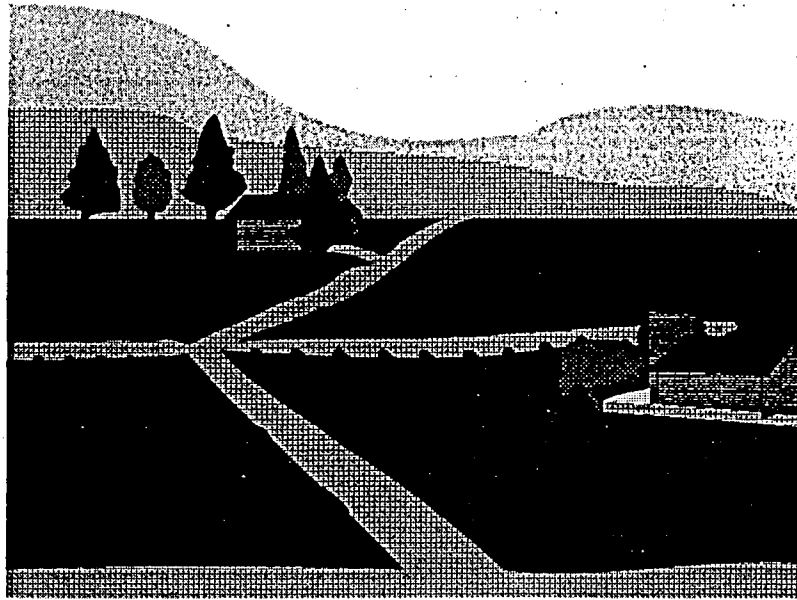
- Check here if no pasture or hayland is on the farm.

BMP options. Select practices you want to consider for implementation. #528A -CD01 will be included for most farms with pastures.

- 382 - Fence. Fence of standard or better design and quality will be installed and maintained to appropriately control movement and grazing of livestock.
- 472 - Use Exclusion. Fence will be installed and maintained a minimum of 25 ft. away from stream high water level to prevent wastes from being carried to the waters of the state, to protect streambank, and to protect a buffer strip along top of streambank. Livestock will be excluded from near-stream area inside of fence from September 15 through April 10 annually. If desired, specific enhancement guides can be provided for "Managing Small Woodlands for Cavity Nesting Birds".
- 512 - Pasture and Hayland Planting. Long-term stands of adapted forage plants will be established to reduce erosion and produce high-quality forage.
- 528A -CD01 - Prescribed Grazing. Will be used to :
  - a) promote revegetation by increasing vigor and natural reseeding,
  - b) provide a feed reserve for later use, c) improve land appearance,
  - d) reduce soil loss and improve water quality, e) reduce fire hazards.Livestock shall be removed from pasture before it reaches average height of less than 2.5 in. Pasture shall reach average height of greater than 5.5 in. before livestock are put on pasture for grazing. As needed, supplemental feed will be supplied to animals. Maintaining pasture in this range will produce significantly more feed of higher quality for livestock.
- 548 - Grazing Land Mechanical Treatment. Grazing land will be renovated, contour furrowed, pitted, or chiseled. This will improve plant cover and water quality by aerating soil, increasing insoak and available moisture, reducing erosion, and protecting downslope land from erosion.
- 614 - Trough or Tank. A device for providing water will be established and maintained with control devices to prevent overflow to benefit livestock, protect vegetative cover through proper distribution of grazing, control soil erosion. This may include using a "nose pump" or other off stream watering device.

**COMPLETION.** When you have selected the management practices for your farm, or if you have questions, please call the Conservation District office at 681-0953 to arrange for an on-site visit with an NRCS or District technician. Your plans will be reviewed, questions answered, and practices explained. When a final plan is agreed upon, it will be presented to the Conservation District Board for formal approval.

This Voluntary Water Quality Farm Plan is authorized for a period of three years. Following that approval period, the plan may be reviewed, at the landowners request, by WCSWCD and considered for renewal.



**Information sheets are available for titles listed below. Check boxes for titles desired:**

***Erosion Control***

- |   |   |
|---|---|
| <input type="checkbox"/> TWQMP plan summary fact sheet                      | <input type="checkbox"/> Conservation cropping sequence           |
| <input type="checkbox"/> Erosion control small acreage guide                | <input type="checkbox"/> Erosion control fact sheet               |
| <input type="checkbox"/> No-till trouble shooting guide                     | <input type="checkbox"/> No-till's rising, fungicide needs        |
| <input type="checkbox"/> Conservation tillage & residue use                 | <input type="checkbox"/> Field borders                            |
| <input type="checkbox"/> Global warming / min. tillage                      | <input type="checkbox"/> Attracting earthworms                    |
| <input type="checkbox"/> High residue starts at harvest                     | <input type="checkbox"/> Conservation tillage pays                |
| <input type="checkbox"/> Benefits of high-residue farming                   | <input type="checkbox"/> Small mammals in no-till crop fields     |
| <input type="checkbox"/> WSU FS #3 cover crop guidelines                    | <input type="checkbox"/> Soil quality & no-till                   |
| <input type="checkbox"/> Soil quality: soil erosion                         | <input type="checkbox"/> Sediment deposition on cropland          |
| <input type="checkbox"/> Soil Compaction                                    | <input type="checkbox"/> Mulch for trees and shrubs               |
| <input type="checkbox"/> Perennial cover crop selection, OSU                | <input type="checkbox"/> Critical area planting                   |
| <input type="checkbox"/> Septic system management guide                     | <input type="checkbox"/> Use cover crops for soil protection      |
| <input type="checkbox"/> Cover crops in or orchards & vineyards             | <input type="checkbox"/> Field stripcropping                      |
| <input type="checkbox"/> Contour stripcropping                              | <input type="checkbox"/> IP 4.01.11 Consider conservation tillage |
| <input type="checkbox"/> Conservation crop rotation effects on soil quality |   |

### ***Nutrient Management***

- Soil sampling for P, K, and lime recs.
- Moisture
- Soil quality critical factor in mngmnt.
- Soil quality: organic matter
- IP3.03.01 Calibrate application equipment
- IP 3.01.02 - Use conservation tillage methods to reduce erosion.
- IP 3.01.03 - Use cropping patterns that include deep-rooted crops.
- IP 3.01.04 Maintain records of all tests; applications, yields.
- IP 3.02.01- Analyze fields for residual nutrients.
- IP 3.02.04 - Test manure or other waste and analyze plant tissue.
- IP 3.02.05 - Apply seasonal fertilizer requirements with multiple applications
- IP 3.02.06 - Use slow release N fertilizers in smaller repeated applications.
- IP 3.03.05 - Incorporate fertilizers quickly to reduce volatilization or runoff.
- IP 4.01.01 - Assess risk of water contamination due to leaching and runoff.
- IP 4.01.02 - Practice integrated pest management techniques
- IP 4.01.03 - Schedule applications for maximum effectiveness.
- Feel & appearance guide for soil
- Soil quality: introduction
- Soil quality: soil crusts
- Soil testing labs in the northwest
- Indicators for soil quality evaluation

### ***IRRIGATION MANAGEMENT***

- Irrigation fact sheet
- Irrigation management fact sheet
- Irrigation scheduling
- IP 2.01.03 - Evaluate irrigation systems at least annually.
- IP 2.01.05 - Use scheduling to determine when and how much to irrigate.
- IP 2.01.06 - Practice total planning of individual irrigations.
- IP 2.02.09 - Rip hardpans and compacted soil layers to improve infiltration rate
- IP 2.03.03 - Maintain sprinkler systems in good operating condition
- IP 2.03.05 - Operate in low-wind situations if possible
- IP 2.03.07 - Ensure that sprinkler / nozzle packages are matched to the soil.
- IP 2.03.09 - Use reservoir tillage (dammer/ diker) techniques to reduce runoff
- Economic implications of drip irrigation
- 2.02.13 - Control application of water
- 2.01.01 - Measure applications accurately

### ***WASTE MANAGEMENT***

- Manure management small acreage guide
- Animal Waste Characteristics
- Nursery listings for waste utilization
- Horse, Sheep, Goat, Small-Penn.
- How to Comp. & Use Horse Man.
- Livestock Yards Management, Farm-A-Syst #8
- Manure management fact sheet
- Tackling Urea-DCD 47
- 12 tips for waste management
- BMPs for Horse Owners
- ODA WQ Ideas with Livestock

### ***PASTURE MANAGEMENT***

- Pasture & hayland planting facts
- Pasture management-compaction
- Soil condition after grazing
- Determining pasture condition
- Creating a sacrifice area
- Pasture & hayland renovation for OR
- Kansas grazing management principles
- No-till & grazing key for dairy
- Pasture management basics
- Pasture - small acreage guide
- Pastures OSU Fert. Guide
- Forage varieties and seeding rates
- Weed management small acre. guide
- Stock watering - small acreage