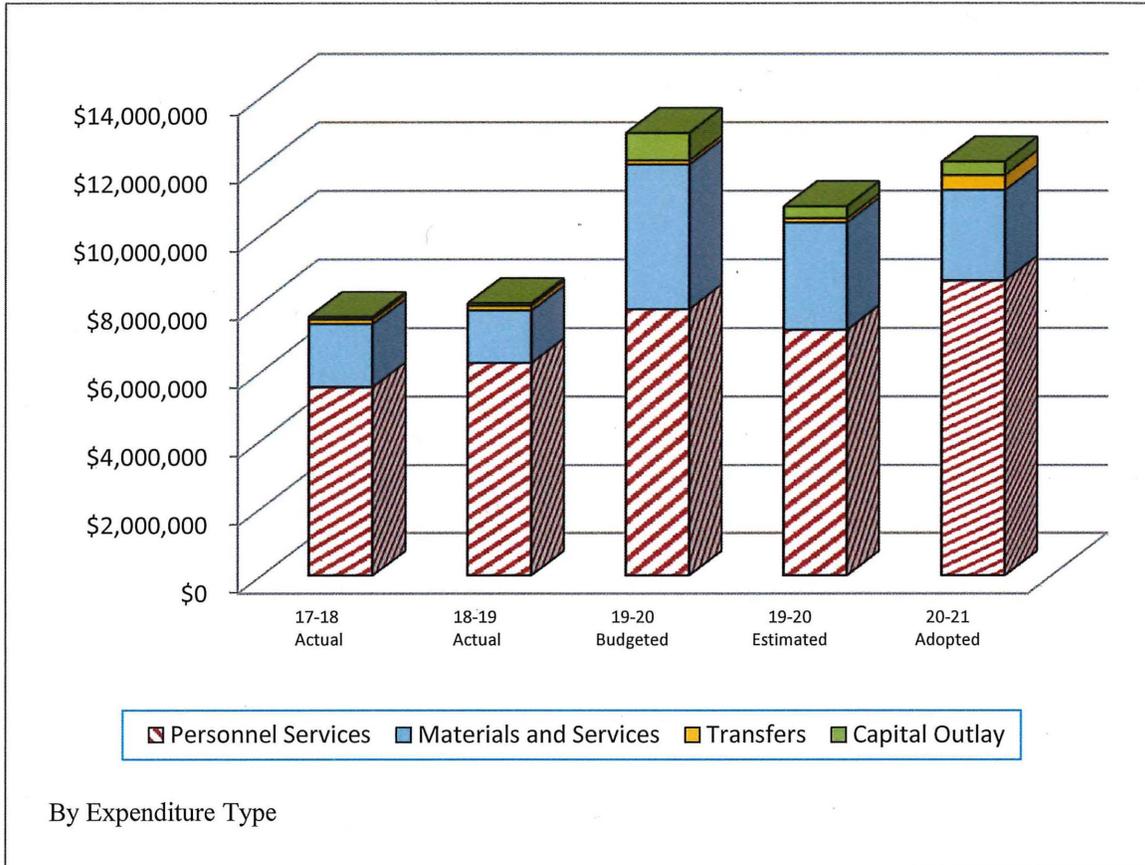


COMMUNITY DEVELOPMENT

- Administration & Support
- Economic Development
- Development Division
- Planning Division
- BURA Program Administration
- Site Development Division
- Transportation Planning

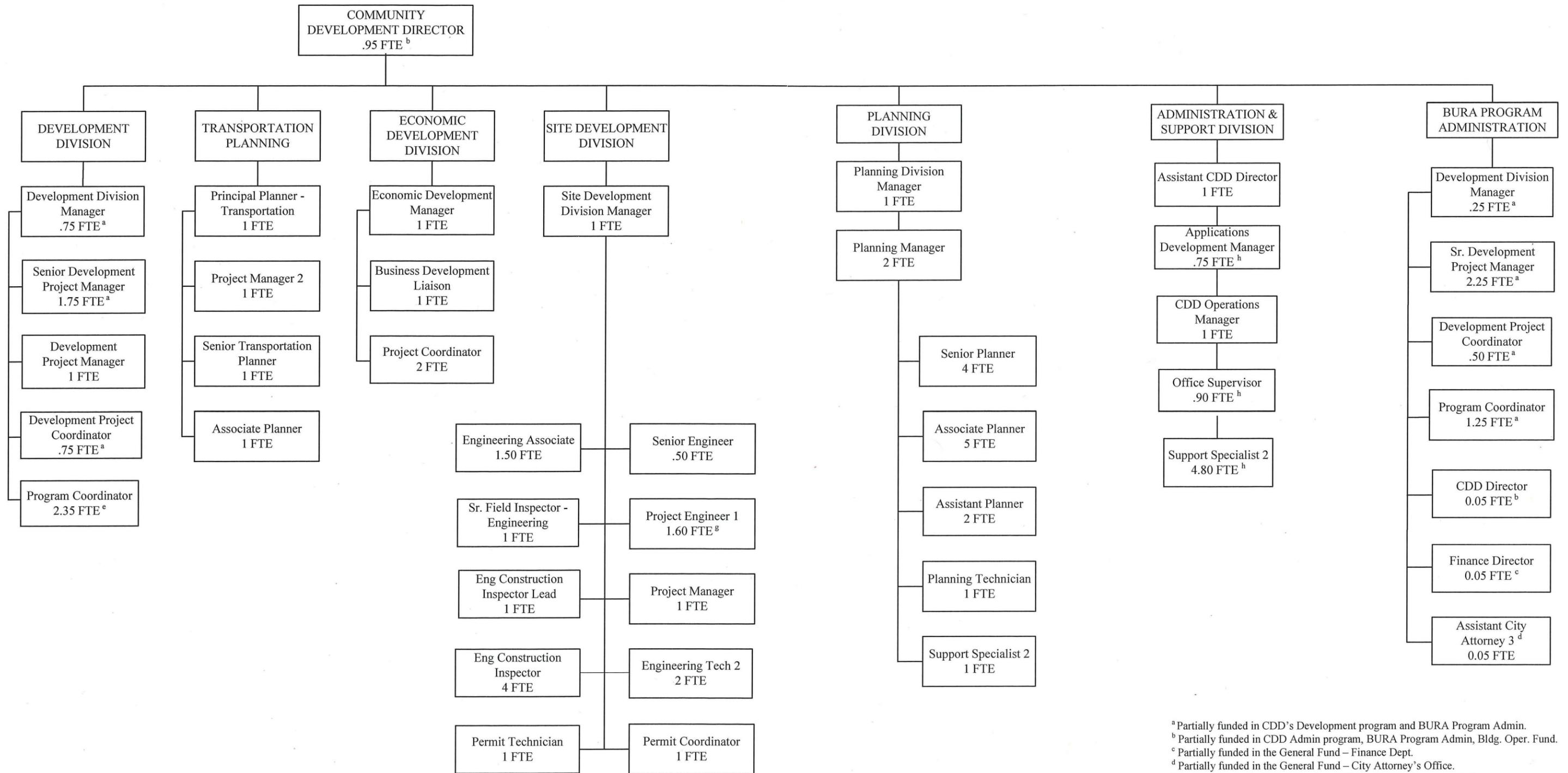
CITY OF BEAVERTON, OREGON
FISCAL YEAR 2020-21 BUDGET

GENERAL FUND
COMMUNITY DEVELOPMENT DEPARTMENT
ADOPTED FY 2020-21



Community Development Department General Fund

FY 2020-21 BUDGETED POSITIONS



^a Partially funded in CDD's Development program and BURA Program Admin.
^b Partially funded in CDD Admin program, BURA Program Admin, Bldg. Oper. Fund.
^c Partially funded in the General Fund – Finance Dept.
^d Partially funded in the General Fund – City Attorney's Office.
^e Partially funded in CDBG Fund and CDD's BURA Program Admin program.
^f Partially funded in the Building Operating Fund and CDD's BURA Program Admin.
^g Partially funded in the Street / Water / Sewer / Storm Drain funds.
^h Partially funded in the Building Operating Fund.

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2020-21 BUDGET

FUND: 001 GENERAL	DEPARTMENT: COMMUNITY DEVELOPMENT
DEPARTMENT HEAD: CHERYL TWETE	

MISSION STATEMENT:

Beaverton’s Community Development Department plans and facilitates a healthy, vibrant, and complete community - one that is safe and connected and provides economic prosperity and quality housing choices for all.

To serve as the city’s lead department guiding development, growth and change in our community through integrated delivery of a wide variety of services including: economic development programs, deployment of community development block grant funding, redevelopment and public-private partnerships, urban renewal, current- and long-range land use and transportation planning, and building permitting services. To strive to provide high caliber project and program delivery and exceptional customer service. To engage with our diverse neighborhoods with thoughtful outreach and participatory processes. To connect with business communities as well as the development industry to promote private sector investment, employment growth. To provide thoughtful planning, safe physical structures and overall community improvement for Beaverton. To deliver community services in a professional, effective and welcoming manner, consistent with the Beaverton brand “The Best of Oregon.”

REQUIREMENTS	FY 2017-18 ACTUAL	FY 2018-19 ACTUAL	FY 2019-20 BUDGETED	FY 2020-21 PROPOSED	FY 2020-21 ADOPTED
POSITION	51.60	54.10	60.60	59.95	62.95
PERSONNEL SERVICES	\$5,534,091	\$6,236,105	\$7,804,591	\$8,215,028	\$8,638,347
MATERIALS & SERVICES	1,839,828	1,532,873	4,223,092	2,631,762	2,643,672
CAPITAL OUTLAY	78,595	73,450	803,000	396,000	396,000
TRANSFERS	127,198	136,710	116,102	199,502	430,530
CONTINGENCY	0	0	64,273	61,864	61,864
TOTAL	\$7,579,712	\$7,979,138	\$13,011,058	\$11,504,156	\$12,170,413

These Goals & Objectives were originally drafted prior to March 2020 and statewide closure of facilities and functions due to the COVID-19 Pandemic. At the time of revising the CDD Goals & Objectives in April 2020, the world is unsettled and ‘return to normal’ is viewed more as ‘return to ‘new’ normal’ without a definition regarding what the ‘new normal’ will be or when we will arrive there.

Funding Sources:	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2020-21
Planning Dev. Rev & Annex Fees	\$542,913	\$415,479	\$450,000	\$450,000	\$450,000
Site Development Fees	983,657	1,755,553	1,700,000	1,100,000	1,100,000
Transfers from BURA Program/Activity Fund	0	0	6,872	806,828	1,096,214

Services and Trends:

The Community Development Department (CDD) is organized in seven divisions: Administration, Building, Development, Economic Development, Planning, Site Development and Transportation Planning. These divisions work in collaboration with each other, drawing upon the strengths and expertise of staff within each work group. CDD also relies on and works closely with other departments within the city as well as service providers throughout the region to provide a wide array of services. Delivering on City priorities currently involves the work of approximately 90 full-time positions in CDD. The CDD team supports and implements both City activities as well as those of the Beaverton Urban Redevelopment Agency (BURA).

CDD is an outward-facing department of the city, engaging regularly with citizens, neighborhoods, agency partners and the business and development community. We seek ways to enhance our community’s livability, respond to market opportunities and promote and brand Beaverton. The department’s body of work is undertaken with high priority and keen focus on *quality customer service*. CDD is agile, strategic and fast-paced. Increasingly, developers are choosing to invest in Beaverton because of the positive climate provided by the Mayor/City Council and staff.

Our Community Vision calls for a “vibrant downtown”. Much of our recent and future energy is focused on rebuilding our downtown into a true, mixed-use center with urban amenities and context. This intentional work is being rewarded with growing

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2020-21 BUDGET

FUND: 001 GENERAL	DEPARTMENT: COMMUNITY DEVELOPMENT
DEPARTMENT HEAD: CHERYL TWETE	

regional and national recognition that Beaverton is an urban destination and a cool place to live, work and recreate. CDD deploys significant resources to achieve the vibrant downtown goal.

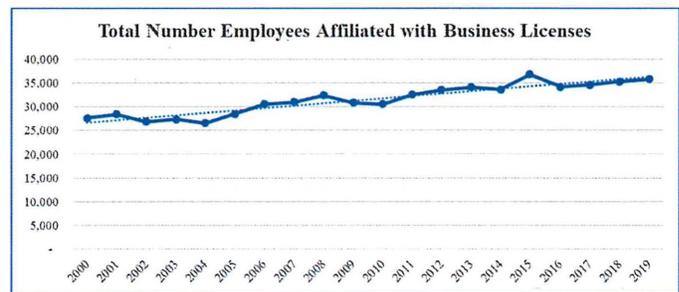
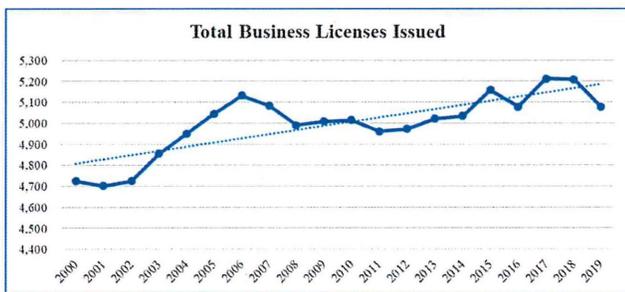
CDD also strives to maintain and enhance the quality of life throughout the city, especially in our existing and emerging neighborhoods. We seek opportunities to provide active transportation, parks, affordable housing, storefront grants and other community-building projects.

As of March 2020, we anticipated that Beaverton’s population may grow by 10,000 residents in the next decade, assuming reasonable economic growth. This growth follows solid community planning and city boundary expansion in 1) greenfield areas such as South Cooper Mountain, Cooper Mountain and the Peterkort property plus 2) urban-style development in our downtown core.

CDD’s work program supports the city’s vision, priorities and goals. Activities can largely be defined in two broad categories: 1) ongoing program responsibilities and 2) project and program initiatives. Development permitting services, loan and grant programs and place making activities are all examples of on-going work. We also engage in projects and activities that address emerging opportunities and needs, such as land acquisition, the proposed South Cooper Mountain main street center and branch library, Restaurant Strategy and parking management.

Housing construction levels, while higher now than in recent years, have not kept up with demand, both for market as well as affordable homes. South Cooper Mountain represents a significant growth area to provide much needed housing in the next several years in addition to infill development, such as the former Kmart site on Murray Boulevard. Affordable housing is a major issue in our community, with close to 25 percent of our households being extremely rent burdened. The 2018 voter-approved Metro Regional Affordable Housing Bond Measure provides an infusion of much needed capital and will result in at least 218 new affordable housing being built. Implementation of these funds, as well as other affordable housing resources, takes an increasing amount of staff expertise as we strive to develop quality housing dispersed throughout the city, with deliberate mindful approaches to equity and inclusion.

Our economy remained strong through 2019 and into March 2020. The city continued to have good employment numbers tied to City Business Licenses, as shown below, and had an unemployment rate at 2.3%, as of December 2019.



However, current economic reports on the impacts of the COVID-19 Pandemic and related shutdowns have had, and will continue to have, major effects on our community and recovery.

Westside Economic Alliance hosted a webinar on April 21, 2020 with a presentation from ECONorthwest titled, “Impacts of the COVID 19 Shutdown and Federal Response in Oregon and the Three-County Portland Economy,” dated April 3, 2020. The presentation discussed three stages described as, ‘**Shutdown** (March – June or longer), **Reopening** (Three to Twelve Months), **Recovery** (One to three or more years),’ and included a summary of findings on impacts to the Portland Metro area, including:

- Risk of unemployment rate increasing to 20 -25%
 - At risk sectors include 65% of all employees
 - 250k workers at risk of layoff
- \$4 billion a month risk to business revenue (output)
- \$ 1 billion a month risk of personal income loss
- \$1.4 billion one-time CARES Act recovery rebate

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2020-21 BUDGET

FUND: 001 GENERAL	DEPARTMENT: COMMUNITY DEVELOPMENT
	DEPARTMENT HEAD: CHERYL TWETE

- 84% of households eligible (623K households)
- average rebate of \$2,222

This information is presumably already out of date. But, the impacts are real for many people and businesses in our community. The city has taken swift action by already distributing \$250,000 in grant money to businesses that were immediately impacted by closure. This Business Assistance Grant Program was developed and administered by the Economic Development and Development divisions within CDD.

For FY 20/21, CDD’s budget proposed new and continuing initiatives in March 2020, as listed below. Due to the city’s responsibility to respond to reduced revenues and community needs related to COVID-19, the city’s proposed budget reflects reductions and cuts to many projects and programs (including some of those listed below). The list remains in place for the purposes of documenting what CDD would like to work on if societal and monetary conditions are favorable:

- Implementation of the Development Review Process Electronic Permitting System
- Construction of the Patricia Reser Center for the Arts/Beaverton Central Public Parking Garage
- Parking Management Strategy
- Affordable housing delivery
- Downtown Design Project Code and Implementation Plan completion
- Cooper Mountain Plan initiation
- Integration of Diversity, Equity and Inclusion Plan and Climate Action Plan objectives into our work
- Continued projects, programs and strategies to strengthen our downtown (e.g. Millikan Way extension, land acquisition, Restaurant Strategy Phase II)
- Transportation System Plan Update initiation
- Strategies for specific transportation issues (e.g. quiet zone, micromobility, etc.)
- Public Safety Center and Plaza
- Quiet Zone Design and Engineering
- South Cooper Mountain Branch Library Pre-development Study

Spotlight on Development Review

The city’s Development Review Process (DRP) is performed through the Current Planning, Site Development and Building Divisions. During the last five (5) years, the City of Beaverton has made concerted efforts to improve the city’s Development Review Process (DRP) both with system improvements and planning for the transition to an electronic permitting system (EPS).

Purchase and implementation of the EPS will take significant city resources during the next two years. It will also require maintenance during its life. The initial requests for software and limited duration staff positions are included in the proposed budgets for the Community Development and Finance Departments (ISD).

City, Community and Department Goals, Priorities and Actions:

CDD understands its role is to contribute to the quality of life and economic stability of our entire community. Several adopted city policies guide our work program.

A. 2020 City Council Priorities

Each year, the Mayor and City Councilors adopt priorities for the upcoming year. These priorities guide planning and decision-making efforts throughout the year and align with objectives established in our Community Vision Plan.

Of the City Council Priorities for 2020, the following are efforts that CDD is leading or involved in supporting:

Top Priorities

- Implement the Climate Action Plan, including the creation of a Climate Action Advisory Committee.
- Develop a policy for the use and management of city-owned properties.
- Develop and implement parking, towing, and traffic policies.
- Complete policy work on water resources for non-potable uses (purple pipe.)
- Expand the city’s sidewalk fund to build new sidewalks, fill in connectivity gaps, and keep sidewalks in good repair.
- Develop a concept for local transit.
- Continue implementation of the Housing Action Plan.

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2020-21 BUDGET

FUND: 001 GENERAL	DEPARTMENT: COMMUNITY DEVELOPMENT
	DEPARTMENT HEAD: CHERYL TWETE

B. 2019 Diversity Equity and Inclusion Plan

CDD integrates DEI Plan goals as part of how we conduct our work program. Selected actions that are of a particular a focus for FY 20-21 are:

Public Engagement (PE)

PE1 Communications: Celebrate and reflect Beaverton’s diversity, promote welcoming and access for all.

PE2 Outreach & engagement: Build relationships to reduce barriers, increase trust and promote civic engagement.

City Practices (CP)

CP3 Culturally responsive workforce: Build capacity to provide culturally responsive services.

CP4 Equity framework: Use a framework of equity to guide policy decisions and resource allocation.

Housing & Livability (HL)

HL2 Affordable housing: Support affordable housing and expand access for marginalized populations.

HL3 Homeownership: Increase access to homeownership with a focus on eliminating disparities.

HL5 Anti-displacement: Develop housing for diverse neighborhoods and reduce displacement.

Economic Empowerment (EE)

EE2 Entrepreneurship: Provide business development resources for underserved communities.

Community Building & Inclusion (CB)

CB5 Welcoming city: Promote Beaverton as a welcoming city and support cross-cultural relationship building.

C. 2019 Beaverton Climate Action Plan

CDD implements the BCAP framework in many of its regular work program responsibilities, such as:

Buildings, Energy and Urban Form

Planning and incentivizing higher density housing and affordable housing, especially near transit options.

Transportation

Assist in increasing transit options for the community and building network of EV charging stations in high density areas

D. 2016 Beaverton Community Vision Action Items

Actions that CDD will especially focus on in FY 20/21 include:

- Item #12: Involve neighborhoods in improvement planning.
- Item #47 Implement solutions to reduce highway, road congestion
- Item #62. Create several unique districts (in downtown).
- Item #64. Continue to expand storefront improvement program.
- Item #66 Implement parking management strategies
- Item #67. Redevelop blighted properties.
- Item #68: Help small businesses succeed as downtown grows.
- Item #69. Develop a dining, shopping and entertainment strategy.
- Item #70. Increase downtown housing options.
- Item #71. Develop an arts and culture center.
- Item #92: Assemble real estate to support economic growth.
- Item #94: Expand networking, resources for multicultural business
- Item #95: Foster innovation and entrepreneurship with investment.
- Item #101. Create balanced housing options at all price levels.
- Item #102. Integrate affordable housing in multiple neighborhoods.
- Item #103. Site high-density development near transit and services.

2020-2022 Community Development Department Strategic Plan

The updated Strategic Plan focuses on people, environmental stewardship, community prosperity, service excellence and equity within the following framework:

- Goal 1: Mobility
- Goal 2: Growth and Development
- Goal 3: Environmental Stewardship
- Goal 4: Social and Economic Vitality
- Goal 5: City Leadership and Services
- Goal 6: Infrastructure

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2020-21 BUDGET
CURRENT LEVEL OF SERVICES

FUND: 001 GENERAL	DEPARTMENT: COMMUNITY DEVELOPMENT
PROGRAM: 0661 ADMINISTRATION	DEPARTMENT HEAD: CHERYL TWETE

Program Goal:

To provide leadership and support for the city’s Community Development Department (CDD) through internal and external services coordination, engagement and oversight. To understand and facilitate implementation of an extensive work plan that requires integrated work among multiple disciplines. To hire qualified staff and train staff to accomplish these goals. To encourage responsible and equitable community engagement, projects and programs.

Administration Division Personnel Services:

REQUIREMENTS	FY 2017-18 ACTUAL	FY 2018-19 ACTUAL	FY 2019-20 BUDGETED	FY 2020-21 PROPOSED	FY 2020-21 ADOPTED
POSITION	6.15	7.65	9.40	9.35	9.35
PERSONNEL SERVICES	\$716,815	\$809,527	\$1,108,388	\$1,148,070	\$1,148,070
MATERIALS & SERVICES	98,624	103,503	232,876	116,421	116,421
CAPITAL OUTLAY	0	0	750,000	396,000	396,000
TRANSFERS	6,737	8,144	4,954	49,968	280,996
TOTAL	\$822,176	\$921,174	\$2,096,218	\$1,710,459	\$1,941,487

City, Community and Department Goals, Priorities and Actions:

The Administration Division supports these goals, priorities and action items either through direct action or support of other divisions in the Community Development Department. An overview is provided in department introduction.

Program Objectives:

Objective #1: Lead

Through quality organizational development, manage and direct department work plans in order to achieve positive results.

- *Develop and implement a CDD Strategic Plan in which all staff see the relation of their work to City priorities.*
- *Facilitate and manage the city’s Development Review Process Improvement Project.*
- *Promote and support effective supervision, engagement, performance and program evaluation, and training.*
- *Recognize and reward excellence.*

Objective #2: Support

Provide excellent day-to-day service through a variety of administrative functions and through management of department-wide projects.

- *Model a culture of exceptional customer service, including responding to inquiries within 24-hours*
- *Model a solutions-oriented approach to resolving issues as they arise*
- *Model effective communication*
- *Model inter-divisional and inter-departmental teamwork.*

Objective #3: Oversee

Provide oversight of department budgets through forecasting, thoughtful preparation, and responsible utilization of resources.

- *Review expenditures and apprise managers and project managers of any issues.*
- *Research, develop, and execute new funding strategies.*
- *Seek external funding including pursuit of federal, state, and regional grants, and partnerships for financing in order to fund department and city projects, serve program goals, and supplement city sources*

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2020-21 BUDGET
CURRENT LEVEL OF SERVICES

FUND: 001 GENERAL	DEPARTMENT: COMMUNITY DEVELOPMENT
PROGRAM: 0661 ADMINISTRATION	DEPARTMENT HEAD: CHERYL TWETE

Objective #4: Coordinate

Participate, collaborate and lead in a broad range of projects, initiatives and committees, including:

- *City teams like City Services, Department Head Team, Development Review Process, Downtown Team, Legislative Agenda Team, Mayor's Cross Departmental Team, Real Estate Committee, and others.*
- *Inter-governmental, inter-district, county, regional, state, and federal efforts and activities related to community development. Agencies include, but are not limited to, Beaverton School District (BSD), Metro, Portland Public Schools (PPS), Tualatin Hills Park & Recreation District (THPRD), Tualatin Valley Fire & Rescue (TVF&R), and Washington County and Washington County cities.*
- *Communicate policies in a clear, concise, and professional manner.*

Objective #5: Engage

Cultivate public-private partnerships and seek out new opportunities to further adopted plans and policies.

- *Invite diverse voices into discussions on plans and policies, such as creation of the Housing Technical Advisory Group (HTAG).*
- *Establish and maintain strong and effective relationships with community members, neighborhoods, and regional organizations.*
- *Assist business and industry in their pursuits.*
- *Participation in non-city groups, committees and initiatives. Examples include, but are not limited to: American Planning Association (APA), Greater Portland Inc., REAP Board of Directors, Urban Land Institute (ULI), and Westside Economic Alliance (WEA).*
- *Maintain strong peer-to-peer relationships with Washington County, Metro and other cities.*

Performance Outcomes and Program Trends:

The growth of the department's work proportionately increase the workload of the Administration Division in providing support services. This work includes: reception coverage for the fourth floor of The Beaverton Building; budget oversight; all travel, training and memberships; accounts payable; timesheets; data analysis and reporting; review and development of communication materials; documentation of procedures; and more.

Staff within the division are actively coordinating within the department and with staff throughout the city, city leadership, other jurisdictions, customers, and community members.

Progress on FY 2019-20 Action Plan

- Strategic planning during Fall 2019 Management Retreat. Draft Strategic Plan in development.
- Selection of a vendor for implementation of a new Electronic Permitting System was completed in December 2019 with approval from City Council to move forward in February 2020.
- Used the Gallup Q12 results and focused on management efforts on priority metrics.
- Continually reviewing and updating communications to meet modern standards, branding, ADA requirements, and translation in line with city policies.
- Begin development of an Admin Helpdesk System with ISD
- Coordination with THPRD to pool talent, energy and funding in order to implement projects more efficiently.
- Coordination with Metro on city utilization of Natural Areas bonds measure funds.
- Creating working relationships with key development customers.
- Supported, convened, led or participated in programs and work related to:
 - Affordable housing and homelessness solutions,
 - Beaverton Central redevelopment efforts
 - Cooper Mountain Community Plan and South Cooper Mountain construction
 - Urban Service Boundary, Urban Planning Area Agreement, Urban Service Agreements
 - Challenges of urbanizing in a suburban context including negotiations with property owners
- Participation in non-city groups, committees and initiatives includes examples like REAP Board of Directors and ULI Technical Assistance Panels Committee.

CITY OF BEAVERTON, OREGON
 FISCAL YEAR 2020-21 BUDGET
 CURRENT LEVEL OF SERVICES

FUND: 001 GENERAL	DEPARTMENT: COMMUNITY DEVELOPMENT
PROGRAM: 0661 ADMINISTRATION	DEPARTMENT HEAD: CHERYL TWETE

Proposed FY 2020-21 Action Plan

- Complete two year Strategic Plan for 2020-2022.
- Develop a Community Development Annual Report
- Lead implementation of a new Electronic Permitting System for the city’s Development Review Process.
- Continue use of resources available through the City’s use of the Gallup Q12.
- Engage in implementation of city-wide plans including the Diversity, Equity and Inclusion Plan and the Climate Action Plan.
- Reviewing and updating communications in order to meet modern standards in line with city policies.
- Complete a CDD Guidebook and implement an update schedule.
- Launch the Admin Help Desk
- Coordinate with other agencies to pool talent, energy and funding in order to implement projects more efficiently.
- Continue to pursue funding sources (i.e. Metro bonds and grants, Brownfields grants, Quiet Zones, etc.)
- Continue to work with partners in order to deliver on plans, projects and services including:
 - Regional Center and BURA redevelopment including Beaverton Central, Old Town and West Five.
 - Cooper Mountain planning and development.
 - Continue to engage in committees and initiatives including BSD Bond Oversight and PPS Bond Oversight,
- Continue to engage in non-city groups, committees and initiatives.
- Continue support of business development services in concert with the 2016 Economic Development Strategic Plan.
- Encourage quality community engagement by staff.

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2020-21 BUDGET
CURRENT LEVEL OF SERVICES

FUND: 001 GENERAL	DEPARTMENT: COMMUNITY DEVELOPMENT DEPARTMENT
PROGRAM: 0654 ECONOMIC DEVELOPMENT	PROGRAM MANAGER: MIKE WILLIAMS

Program Goal:

To assist local companies, market the city as “Open for Business”, develop and refine economic development programs, and build the capacity of community partners to strengthen Beaverton’s business environment and economic well-being.

Economic Development Division Personnel Services Budget:

REQUIREMENTS	FY 2017-18 ACTUAL	FY 2018-19 ACTUAL	FY 2019-20 BUDGETED	FY 2020-21 PROPOSED	FY 2020-21 ADOPTED
POSITION	4.00	4.00	4.00	4.00	4.00
PERSONNEL SERVICES	\$496,825	\$528,115	\$571,197	\$591,224	\$591,224
MATERIALS & SERVICES	815,720	619,542	1,391,058	674,432	674,432
CAPITAL OUTLAY					
TRANSFERS	8,578	8,982	6,606	6,969	6,969
TOTAL	\$1,321,123	\$1,156,639	\$1,968,861	\$1,272,625	\$1,272,625

City, Community and Department Goals, Priorities and Actions:

Economic Development supports these goals, priorities and actions items either through direct action or support of other divisions in the Community Development Department. An overview is provided in department introduction.

Program Objectives:

The following objectives were adopted as part of the 2016 Five Year Economic Development Strategic Plan:

- Objective #1: Provide business retention and expansion assistance to existing Beaverton businesses**
- Objective #2: Increase business activity in the City through recruitment and business formation strategies**
- Objective #3: Promote placemaking that responds to market preferences of Beaverton businesses and their employees**
- Objective #4: Encourage and support small business development that reaches all segments of the community**
- Objective #5: Promote and encourage Innovation & Entrepreneurship**
- Objective #6: Focus on branding and marketing to reinforce our economic development strategy**
- Objective #7: Assist Beaverton businesses to attract and retain a reliable and talented workforce**
- Objective #8: Focus economic development efforts and incentives on target industry clusters**
- Objective #9: Enhance Beaverton’s economic development ecosystem**

Performance Outcomes and Program Trends:

Performance Measures	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Projected/Actual	FY 2019-20 Adopted
Attend events and meetings with businesses and partner organizations to raise the profile of Beaverton to the business community within the region	52	100	100	100
Number of new marketing materials developed to promote the City’s economic development programs, services and accomplishments	10	10	10	10
Number of businesses visited or assisted	80	90	90	90

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2020-21 BUDGET
CURRENT LEVEL OF SERVICES

FUND: 001 GENERAL	DEPARTMENT: COMMUNITY DEVELOPMENT DEPARTMENT
PROGRAM: 0654 ECONOMIC DEVELOPMENT	PROGRAM MANAGER: MIKE WILLIAMS

Progress on FY 2019-2020 Action Plan:

- Worked to obtain funding and develop programs to help mitigate the economic impacts of COVID-19 on Beaverton businesses and residents. Stood up multiple response programs including Emergency Business Assistance Grants for small businesses, Operating Capital Support for COVID-19 relief and recovery, and provided up-to-date resources to the community concerning local, state, and federal programs. Coordinated with local, regional, state, and federal partners on funding assistance and best practices.
- Promoted downtown through the third year of Beaverton Restaurant Week. Executed a successful ad campaign in spring 2020 that generated awareness of Beaverton’s “Restaurant Row.” The Restaurant Strategy team led tours of prospective restaurateurs and at least eight new restaurants will have opened in downtown Beaverton this fiscal year. Produced a complete refresh of the Downtown Beaverton map, a print document with a print run of 15,000, which is distributed at several downtown locations, including nearby hotels.
- Promoted the city as “open for business” through a weekly #BusinessMonday social media campaign in coordination with the Mayor’s office, multiple articles in Your City, targeted press outreach with local and industry-specific media resulting in positive press for Beaverton in the Portland Business Journal and other regional publications.
- Provided funding, program support, and business development expertise to the Beaverton Downtown Association (BDA). The director has recruited a significant number of volunteers and produced numerous events. The BDA is our key partner in the execution of the shared parking program and the CoSign initiative.
- Managed the implementation of the Street Seat Pilot Project which brought a temporary on-street seating area to a downtown restaurant, resulting in street activation and increased sales for the business.
- Supported diverse entrepreneurs and provided a continuation opportunity for Beaverton Night Market vendors with the first annual Beaverton Night Market Bazaar, a wintertime pop-up retail space inside the former Bank of Beaverton Building.
- Led construction mitigation efforts for businesses directly affected by development at Beaverton Central. These efforts have included relocation assistance, ongoing visits, the timely sharing of construction updates and no-cost social media consulting and photography for impacted businesses.
- The Beaverton Startup Challenge placed its fifth cohort of companies in the Oregon Technology Business Center (OTBC). The Challenge has an impressive track record, with 20 companies still operational. Diversity is representative of Beaverton demographics, with 15 of 25 founders being women, persons-of-color, or veterans.
- The Health Technology Collaborative used a \$150K High Impact Opportunity grant by Business Oregon to determine the need for, and feasibility of, a digital health ‘inventor space’ with the final report to be delivered in Spring 2020.
- Beaverton’s investment to the Elevate Inclusive Fund continues to demonstrate excellent leverage. Beaverton’s share of the fund, which is focused on underserved entrepreneurs, is 2% but over 30% of the investments have gone to Beaverton companies. Four of the seven companies were also Beaverton Startup Challenge winners.
- Business Assistance Services connected to multiple traded-sector business, including Bigleaf Networks, Anitian, Tillamook Country Smoker, SiFive and Mindcurrent; and high-profile recruitments like GrowthPlug. Multiple introductions facilitated between Beaverton businesses and representatives of a broad range of service providers.
- Promoted small business creation through the funding of Impact Beaverton, which has provided on-call business counseling, classes, and networking events for microbusinesses.
- Continued technical assistance for the EPA Cleanup grants for the Public Safety Center site. The City applied for a further EPA Assessment Grant and was selected for a \$300,000 award in early 2019.
- Beaverton’s Enterprise Zone has continued to garner interest from businesses looking to invest in Beaverton. Staff is working with a biosciences firm on their relocation effort and Enterprise Zone qualification.
- The Economic Development Division acts as a resource for accurate and relevant demographic and economic information for the city and the business community as a whole.

CITY OF BEAVERTON, OREGON
 FISCAL YEAR 2020-21 BUDGET
 CURRENT LEVEL OF SERVICES

FUND: 001 GENERAL	DEPARTMENT: COMMUNITY DEVELOPMENT DEPARTMENT
PROGRAM: 0654 ECONOMIC DEVELOPMENT	PROGRAM MANAGER: MIKE WILLIAMS

FY 2020-21 Action Plan:

- Work proactively with businesses and partners on Economic Recovery and Revitalization in relation to the impacts of the COVID-19 pandemic of 2020.
- Develop a branding campaign for Old Town as an eating destination, provide resources for restaurants and continue promotions like Beaverton Restaurant Week in partnership with the Beaverton Downtown Association.
- Support increased activity in Old Town through parking management programs, recruiting non-restaurant retail and improving intersection safety for pedestrians. Plan for a vibrant SW 1st Street to create more active uses and development.
- Partner with and fund BDA placemaking initiatives, including development of a business signage program, new public art installations and overseeing the completion of the Nak Won storefront improvements.
- Continue to support redevelopment in Beaverton Central by taking the lead on mitigation programs for businesses affected by construction. These efforts include consistent outreach and timely sharing of construction updates as well as a “business open” marketing campaign. Continue efforts with business relocations as needed.
- Expand the services and leverage of Impact Beaverton, allowing it to serve an increased number of small businesses with high quality and productive offerings.
- Support an inclusive downtown by conducting meaningful engagement with communities of color to understand the businesses and amenities that a diverse community desires for downtown. Partner with community organizations to identify potential restaurateurs of color and connect them to downtown properties and business resources.
- Continue leading the Street Seat Project through its next phase, consisting of re-using the existing street seat and developing a permit program for businesses to apply to build their own street seat.
- Support the Beaverton Startup Challenge Class of 2020 and fund the sixth cohort. Work with OTBC to find new grant and service areas, help graduates from the previous five cohorts to grow in Beaverton.
- Use the results of the Business Oregon HIOP grant-funded feasibility study to determine next steps in the evolution of the Health Technology Collaborative, in particular, the viability of an inventor space.
- Develop partnerships to deliver events and programming to make local middle- and high-school students aware of post-secondary educational and career opportunities in manufacturing and the skilled trades.
- Economic Development operates as a resource for property owners for addressing real and perceived environmental contamination issues through the EPA Brownfields Assessment Program.
- Economic Development will continue to promote and manage the Enterprise Zone program and other city incentives to promote business expansions and increased job opportunities.
- Economic Development continues to be a resource for demographic and economic information both internally and externally, and will provide technical assistance as the City seeks to find more accessible ways to provide this information to the public.
- Play an integral role in the BC2 redevelopment project.

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2020-21 BUDGET
CURRENT LEVEL OF SERVICES

FUND: 001 GENERAL	DEPARTMENT: COMMUNITY DEVELOPMENT
PROGRAM: 0662 DEVELOPMENT DIVISION	PROGRAM MANAGER: CADENCE PETROS

Program Goal:

The role of the city’s Development Division is to strategically implement the city’s development, urban revitalization, parking, and housing goals to help build a livable and equitable community for all Beaverton residents. This program is responsible for strategically implementing the city’s redevelopment goals, with particular focus on city-owned and other sites in the downtown, citywide housing and parking policy development and implementation, and managing the Community Development Block Grant program (CDBG). Primary areas of focus include development of strategies, processes, templates, protocol, and revenue generation for the city’s redevelopment, parking, and housing implementation activities; real estate, parking, and housing program development; property acquisition and management; real estate project negotiation and public private partnerships; urban renewal; and CDBG.

Development Division Personnel Services Budget:

REQUIREMENTS	FY 2017-18 ACTUAL	FY 2018-19 ACTUAL	FY 2019-20 BUDGETED	FY 2020-21 PROPOSED	FY 2020-21 ADOPTED
POSITION	6.85	8.85	11.10	6.60	7.85
PERSONNEL SERVICES	\$903,889	\$1,174,027	\$1,556,393	\$946,520	\$1,127,677
MATERIALS & SERVICES	368,574	478,945	1,445,508	1,210,776	1,210,776
CAPITAL OUTLAY					
TRANSFERS	9,767	9,251	16,514	18,582	18,582
TOTAL	\$1,282,230	\$1,662,223	\$3,018,415	\$2,175,878	\$2,357,035

City, Community and Department Goals, Priorities and Actions:

The Development Division supports these goals, priorities and actions items either through direct action or support of other divisions in the Community Development Department. An overview is provided in department introduction.

Program Trends and Objectives:

The Development Division is responsible for strategically implementing the city’s redevelopment goals, with particular focus on downtown and citywide housing policy implementation. Beaverton’s Community Vision (2010) called for creating a vibrant downtown. As part of that process, the Central Beaverton Urban Renewal Plan (2011), the Beaverton Civic Plan (2011), Creekside District Master Plan and Implementation Strategy (2014), and South Cooper Mountain Concept Plan (2014) were approved, outlining specific redevelopment activities the City, through the Development Division, should undertake to reach the goals set in the Community Vision. Specific program objectives to meet this program’s goals include:

- Objective #1: Develop and implement strategies, processes, templates, and protocol to meet division goals.**
- Objective #2: Develop real estate, parking, and housing programs.**
- Objective #3: Acquire and manage real estate.**
- Objective #4: Actively participate in negotiating real estate projects, housing projects and public private partnerships, including the disposition of city-owned property.**

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2020-21 BUDGET
CURRENT LEVEL OF SERVICES

FUND: 001 GENERAL	DEPARTMENT: COMMUNITY DEVELOPMENT
PROGRAM: 0662 DEVELOPMENT DIVISION	PROGRAM MANAGER: CADENCE PETROS

Performance Outcomes:

Performance Measures:	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
	Actual	Actual	Projected/ Revised	Adopted
Number of projects / strategies / plans worked on or programs created	26	39	74 / 82	74
Number of properties acquired Goals Progress Achieved	3	1	4 / 7	4
Amount of private development funds leveraged	\$20,250,000	\$1,259,723	\$25,655,000 / \$4,544,330	\$48,440,000
Number of Community Vision Goals Progress Achieved	11	13	15	15

Progress on FY 2019-20 Action Plan:

- In response to COVID-19 pandemic, utilized General Fund and CDBG funds to implement emergency programs to support residents with emergency rent, unemployment benefit technical assistance, and food security. Coordinated closely with Economic Development in its Emergency Business Assistance Program and supported small businesses with CDBG funds.
- Prior to COVID-19, worked with Economic Development to implement a Restaurant Strategy for the downtown.
- Continued implementation of the BURA 5-Year Action Plan, including issuance of BURA's first bond.
- Prepared updated Housing Five Year Action Plan that included annual as well as longer term goals and metrics.
- Continued to manage regular BURA and URAC meetings.
- Drafted real estate acquisition processes and protocols for BURA adoption.
- Continued to staff regular Real Estate Committee meetings.
- Hired additional housing staff to implement Metro Regional Affordable Housing bond and grow the City's Affordable Housing program.
- Drafted a Local Implementation Strategy for implementation of Metro Regional Affordable Housing Bond.
- Developed tracking system for COBID and apprenticeship participation for public private partnerships including bond projects; increased outreach to trade associations, subcontractors and others to increase COBID participation.
- Continue to coordinate housing implementation team.
- Established the Mayor's Housing Technical Advisory Group to advise on affordable housing issues.
- Developed new systems and relationships for effective community engagement.
- Through broad community outreach and collaborative effort, developed 2020-24 CDBG Consolidated Plan and Analysis of Impediments for effective CDBG implementation.
- Successfully implemented existing CDBG Annual Action Plan and served those most in need in Beaverton.
- Created a parking specific webpage on City's website to provide detail regarding downtown parking.
- Initiated update to the City's Parking Plan for downtown to actively manage the supply and demand of parking.
- Established a third party enforcement contract for parking in the downtown to augment enforcement by BPD.
- Continued implementation of the Storefront Improvement Program and increased funding to support expanded grant opportunities.
- Continued implementation of Tenant Improvement Program for the city in Downtown Beaverton.
- Continued implementation of Predevelopment Grant Program for the Central Beaverton Urban Renewal District.
- Worked with Metro and other partners to implement Metro Regional Affordable Housing Bond.
- Established a down payment assistance program for affordable home ownership.
- Continued to actively pursue acquisition opportunities in the downtown for both redevelopment and housing purposes.
- Purchased a vacant site in the Historic Broadway area.
- Purchased five sites at Millikan and Rose Biggi.

CITY OF BEAVERTON, OREGON
 FISCAL YEAR 2020-21 BUDGET
 CURRENT LEVEL OF SERVICES

FUND: 001 GENERAL	DEPARTMENT: COMMUNITY DEVELOPMENT
PROGRAM: 0662 DEVELOPMENT DIVISION	PROGRAM MANAGER: CADENCE PETROS

- Continued to manage properties held for redevelopment, including demolition of vacant buildings and preparation for temporary construction parking.
- Transferred the First and Main property to REACH CDC for development of the Mary Ann, the City’s first Metro Regional Affordable Housing Bond project.
- Selected a development team for implementation of affordable housing Project D, as described in the City’s Local Implementation Strategy.
- With Metro, selected a development team for implementation of affordable housing Project B: Elmonica, as described in the City’s Local Implementation Strategy.
- Purchased, negotiated a Disposition and Development Agreement and sold The Bank of Beaverton Building to HPD for renovation of the key historic building into a cocktail bar and restaurant.
- Began construction on the Patricia Reser Center for the Arts and Beaverton Central Parking Garage.
- Closed on funding with Community Partners for Affordable Housing to enable construction of the Cedar Grove, an affordable housing project at Cornell and Murray.
- Began construction on the Public Safety Center Plaza located at the former Shell Station at the corner of SW Hall and Allen.
- Selected development teams for disposition of both the Beaverdam West and BC2 sites owned by the City and BURA for the development of office, mixed-use housing, affordable housing, and arts and innovation space.

FY 2020-21 Action Plan:

- Continue to respond to COVID-19 by providing both relief and recovery programs for residents and small businesses in the community.
- Hire and train additional real estate and parking staff to bolster redevelopment and parking activities.
- Finalize commitments for Beaverton’s remaining share of Metro Affordable Housing Bond funds.
- Continue implementation of and update metrics annually in the Housing Five Year Action Plan.
- Prepare affordable housing unit production goals for council consideration.
- Continue implementation of and update annually the BURA Five Year Action Plan and Report.
- Continue to manage regular BURA and URAC meetings.
- Continue to coordinate Downtown Team efforts.
- Continue to staff regular Real Estate Committee meetings.
- Develop Real Estate Property Management Procedures for city council and BURA consideration.
- Develop Real Estate Disposition Procedures for city council and BURA consideration.
- Finalize update to Parking Plan and begin implementation.
- Continue implementation of enhanced parking enforcement plan.
- Evaluate permit parking system.
- Expand community engagement and communications efforts in areas of housing, parking and real estate.
- Explore Construction Excise Tax as affordable housing funding mechanism.
- Continue to manage Storefront Improvement Program and determine if modifications are necessary to meet policy goals.
- Continue to manage Tenant Improvement Program for restaurants in downtown Beaverton.
- Continue to manage Predevelopment Grant Program for the Central Beaverton Urban Renewal District.
- Continue to manage the Vertical Housing Tax Abatement Program and expand the program area.
- Identify short term parking enhancement opportunities in Old Town.
- Continue to strategically acquire properties.
- Continue to manage and coordinate development of key city-owned parcels.
- Enter into Disposition and Development Agreements for redevelopment of the Beaverdam West and BC2 sites.
- Strategically fund affordable housing projects and identify acquisition opportunities.
- Provide support for redevelopment opportunities that meet city goals as they arise.

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2020-21 BUDGET
CURRENT LEVEL OF SERVICES

FUND: 001 GENERAL	DEPARTMENT: COMMUNITY DEVELOPMENT
PROGRAM: 0676 PLANNING DIVISION	PROGRAM MANAGER: ANNA SLATINSKY

Program Goal:

To protect and enhance the livability and economic vitality of the City of Beaverton by effectively planning for our community's future by implementing the Beaverton Community Vision, Civic Plan, Housing Action Plan, Diversity Equity and Inclusion Plan, Climate Action Plan and other policy directives, and administering the Comprehensive Plan and the Beaverton Development Code. To facilitate development in Beaverton that is consistent with community, regional, and state policy by processing land use applications pursuant to state-mandated timeframes as part of the city's Development Review Process (DRP). To support development and redevelopment activities. To actively engage in improvements to the city's Development Review Process (DRP). To provide superior customer service.

Planning Division Personnel Services:

REQUIREMENTS	FY 2017-18 ACTUAL	FY 2018-19 ACTUAL	FY 2019-20 BUDGETED	FY 2020-21 PROPOSED	FY 2020-21 ADOPTED
POSITION	15.00	15.00	16.00	16.00	16.00
PERSONNEL SERVICES	\$1,611,902	\$1,673,694	\$2,053,261	\$2,113,917	\$2,113,917
MATERIALS & SERVICES	283,991	191,081	558,685	374,093	374,093
CAPITAL OUTLAY					
TRANSFERS	43,535	41,820	44,038	45,294	45,294
TOTAL	\$1,939,428	\$1,906,595	\$2,655,984	\$2,533,304	\$2,533,304

Planning Division revenue:

Funding Sources:	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2020-21
Planning Dev. Rev & Annex Fees	\$542,913	\$415,479	\$450,000	\$450,000	\$450,000

City, Community and Department Goals, Priorities and Actions:

The Planning Division supports these goals, priorities and actions items either through direct action or support of other divisions in the Community Development Department. An overview is provided in department introduction.

Program Objectives:

- Objective #1: Effectively Plan for Future Redevelopment of Key Urban Areas**
- Objective #2: Promote Beaverton's Commitment to Being *Open for Business***
- Objective #3: Increase Public Engagement & Awareness**
- Objective #4: Provide Leadership, Analysis and Technical Support in Local, Regional, and State Land Use Policy**
- Objective #5: Maintain the Beaverton Development Code and Comprehensive Plan as 'living documents'**
- Objective #6: Actively engage in Electronic Permitting System implementation**

Performance Outcomes and Program Trends:

Workload Measures:	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Estimated	FY 2020-21 Adopted
Number of annexations processed applications/tax lots	2 / 2	3 / 24	6 / 8	8
Number of land use applications processed	744	732	500	400
Number of Housing Units Approved	2,264	1,125	850	500
Commercial/Industrial SF Approved	94,768	775,027	400,000	250,000

CITY OF BEAVERTON, OREGON
 FISCAL YEAR 2020-21 BUDGET
 CURRENT LEVEL OF SERVICES

FUND: 001 GENERAL	DEPARTMENT: COMMUNITY DEVELOPMENT
PROGRAM: 0676 PLANNING DIVISION	PROGRAM MANAGER: ANNA SLATINSKY

Progress on FY 2019-20 Action Plan

FY 2019-20 saw Planning Division tackle a significant workload by bringing major projects to conclusion, making good progress with ongoing projects, and kicking off new work. Accomplishments include:

- Completion of the Allen Boulevard District Plan;
- Annexation and Land Use Approval for the redevelopment of Cedar Hills Shopping Center with an urban-scale mix of apartments and retail use;
- Award of \$693,000 Metro Grant for the Cooper Mountain Community Plan;
- Ongoing Downtown Design Project work with a brand new Development Code chapter for the area under review;
- Omnibus Development Code update spanning every chapter is anticipated to take effect by the end of FY 19-20;
- Participation in improvement to the City’s DRP and selection of a vendor for a new Electronic Permitting System.

Some aspects of Planning Division work deserve special notice:

- Consistently high level of customer service that Planning Division team members provide to applicants and the public;
- Reorientation of community engagement on projects to be more inclusive of the full Beaverton community and reflective of the city’s Diversity, Equity and Inclusion goals.

While the total number of land use applications is below the FY 17-18 peak and anticipated to decline through FY 20-21 due to COVID-19 economic impacts, staff has increased the time and attention that is spent educating applicants and community members and going the extra mile to trouble-shoot issues that arise in the development process, particularly for those projects that are more complex. Likewise, studies and policy projects such as the Allen Boulevard District Plan, Downtown Design Project and Housing Options Project are implementing new and creative approaches to community engagement that aim to meaningfully include people who have historically been underrepresented. The anticipated decline in land use applications presents an opportunity to devote more attention to Development Code updates that are important, but have been deferred due to the high volume of development activity in recent years.

Additional information on program trends related to the city’s Development Review Process are included in the Community Development Department Overview.

FY 2020-21 Action Plan

There are two important bodies of work that Planning Division will be focusing over the next two to three years, The **Cooper Mountain Community Plan**, and implementation of the new **Electronic Permitting System**. These projects will be collaborative across CDD and other city teams, and together are anticipated to require full time attention from four FTE within Planning and participation from almost all team members at some milestones. In addition, Planning Division has the following goals for the FY 20-21:

- Process all land use applications within state-mandated review timelines;
- Implement the Allen Boulevard District Plan in coordination with other city divisions and THPRD (HL5.6);
- Complete and Implement Downtown Design Project, including of Development Code changes (DEI Plan HL5.1);
- Complete the Housing Options Project, which is evaluating how additional housing types can be allowed in residential areas and implementing HB 2001 and HB 2003 (DEI Plan HL5.1) ;
- Update Small Cell Wireless review process in partnership with Public Works and the Attorney’s Office, including establishing new design standards and review processes;
- Initiate Development Code update to provide notice of land use applications to renters, not just property owners (DEI Plan PE1.5, PE2, HL5, HL6);
- Research and evaluate options for Development Code updates on Tree Code, Historic Resources, Mixed Use and Commercial Districts, Sign Code best practices and other policy areas (DEI Plan HL5.1);
- Nurture strong, positive relationships with community members, neighborhood associations, civic and business organizations, special districts, regional bodies and jurisdictions, Washington County, and other key public and private stakeholder organizations (Dei Plan PE1, HL5);
- Studies and policy projects such as the Allen Boulevard District Plan, Downtown Design Project and Housing Options Project will implement approaches to community engagement that aim to meaningfully include people who have historically been underrepresented.
- Continue as core team members in DRP improvements, including implementation of a new Electronic Permitting System.

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2020-21 BUDGET
CURRENT LEVEL OF SERVICES

FUND: 001 GENERAL	DEPARTMENT: COMMUNITY DEVELOPMENT DEPT.
PROGRAM: 0696 BURA PROGRAM ADMINISTRATION	PROGRAM MANAGER: CADENCE PETROS

Program Goal:

The role of the Beaverton Urban Redevelopment Agency (BURA) is to direct and engage in rehabilitation and redevelopment activities necessary to protect the public, health and welfare of the city, especially the vitality of the city's central business district.

The voter-approved Central Beaverton Urban Renewal Plan's Goals are to:

- I. Inform, communicate, and seek engagement for decision making to reflect community values and priorities
- II. Add value to our city by increasing property values through community investments that contribute to a healthy economy
- III. Support businesses of all sizes in creating and retaining jobs to attract a diverse local workforce
- IV. Promote redevelopment that fits the character of the Beaverton Community Vision
- V. Expand the existing transportation system to promote a safe, interconnected walking, biking, transit, and street network
- VI. Increase housing in the urban renewal district
- VII. Promote development of community, public arts, and culture in the urban renewal district to provide destinations that support a vibrant center for the community

REQUIREMENTS	FY 2017-18 ACTUAL	FY 2018-19 ACTUAL	FY 2019-20 BUDGETED	FY 2020-21 PROPOSED	FY 2020-21 ADOPTED
POSITION	0.00	0.00	0.50	4.40	6.15
PERSONNEL SERVICES	\$0	\$0	\$5,997	\$704,101	\$946,263
MATERIALS & SERVICES	0	0	0	0	11,910
CAPITAL OUTLAY					
TRANSFERS					
TOTAL	\$0	\$0	\$5,997	\$704,101	\$958,173

Program Objectives:

In order to achieve the objectives of the Plan's goals, projects will be undertaken by the BURA, and implementation will proceed in accordance with applicable federal, state (ORS 457), county, and city laws, policies, and procedures. BURA may undertake projects directly or may provide funding for projects undertaken by other public or private parties; BURA may fund these projects in part or in whole. Other funding may be obtained from development partners, federal and state grant funding, or other private or public sources.

Objective #1: Incentive Programs

Financial and technical assistance for property and/or business owners in the District to improve existing structures, investigate barriers to development or rehabilitation, and encourage additional investment in community facilities

- Predevelopment Grant Program
- Storefront Program
- Tenant Improvement Program

Objective #2: Joint Investment

Financial assistance for property and business owners to encourage quality rehabilitation, preservation, development, or redevelopment that supports the goals listed above, including central Beaverton revitalization and job retention/creation

- Affordable Housing
- Predevelopment Assistance
- Development Financing
- Land Acquisition and Management

CITY OF BEAVERTON, OREGON
 FISCAL YEAR 2020-21 BUDGET
 CURRENT LEVEL OF SERVICES

FUND: 001 GENERAL	DEPARTMENT: COMMUNITY DEVELOPMENT DEPT.
PROGRAM: 0696 BURA PROGRAM ADMINISTRATION	PROGRAM MANAGER: CADENCE PETROS

Objective #3: Community Identity

Improvements to public spaces and right-of-ways to improve attractiveness and create conditions necessary to recruit new businesses and private investment

- Gateways and Wayfinding
- Streetscape Improvements
- Creek Enhancements
- Placemaking & Public Art

Objective #4: Transportation and Infrastructure Improvements

Improvements to public right-of-ways and infrastructure with the intention of decreasing block size; reducing traffic congestion; and increasing connectivity, universal accessibility, safety, parking structures, utility upgrades, and access to multi-modal options to and within the Urban Renewal Area

- Transportation Connectivity
- Sidewalk Infill
- Parking
- Utility Upgrades

Objective #5: Other

- Administrative Overhead
- Professional Services
- Plans and Studies
- Audit Services
- Miscellaneous
- Contingency

Objective #6: Debt Services and Oversight

The bonding agencies that provide the service of selling bonds require funding, as does the Finance Department for financial oversight, and project staff to implement projects. This funding will pay for those necessary services.

- Debt Service Fees
- Debt Service Payments
- Inter-Agency Transfer

Progress on FY 2019-20 Action Plan:

- Managed the previously approved \$19 million Line of Credit and Tax Increment Financing sources for BURA funding opportunities and issued first BURA bond
- Prepared updated forecast and stress test analysis for TIF revenue
- Acquired two strategic properties located within the Beaverdam Road area and one property in Old Town
- Entered into Exclusive Negotiation Agreements with two development teams for redevelopment of land assemblages in Beaverdam Road area
- Provided gap funding for The Mary Ann, Beaverton's first affordable housing project funded with Metro Regional Affordable Housing Bond dollars
- Commenced construction on Beaverton Central public parking garage
- Construction has commenced for an approximately 120-room urban, business-class hotel and separate restaurant on the Westgate site
- Disposed of Former Bank of Beaverton Building for renovation and activation
- In partnership with the city's General Fund, continued funding a Storefront Improvement Program
- Continued funding and expanded the Tenant Improvement Program in support of the City's Restaurant Strategy
- In partnership with the city's General Fund, continued funding the Predevelopment Grant Program

CITY OF BEAVERTON, OREGON
 FISCAL YEAR 2020-21 BUDGET
 CURRENT LEVEL OF SERVICES

FUND: 001 GENERAL	DEPARTMENT: COMMUNITY DEVELOPMENT DEPT.
PROGRAM: 0696 BURA PROGRAM ADMINISTRATION	PROGRAM MANAGER: CADENCE PETROS

- Participated in the Western Avenue roadway project and supported funding of the street design and future improvements
- Initiated redesign of the Annual Report and BURA Five-Year Action Plan
- The City’s first Parking Manager, who is partially funded by BURA, continues to design and implement parking management strategies in the downtown area and for the Beaverton Central public parking garage
- Improved the BURA website
- Participated in City’s Downtown Design Project

FY 2020-21 Action Plan:

- Pursue land acquisition for strategic short, medium and long-term projects
- Support affordable housing activities
- Implement and update the Five-Year BURA Action Plan/Annual Report
- Continue to improve the BURA website to be current, navigable and user-friendly for all interested parties
- Complete construction of the Beaverton Central public parking garage
- Initiate development of Downtown Equity Strategy
- Begin design of streetscape improvements within in Old Town and Beaverton Central areas
- Continue planning and implementing parking strategies, including exploring future public parking options
- Continue marketing the Storefront, Tenant Improvement, and Predevelopment Grant Program to strengthening the district’s business and community vitality
- Provide Predevelopment Assistance to district project(s)
- Support place making, public art, gateways and wayfinding within the district
- Participate in utility undergrounding evaluation
- Provide support for transportation connectivity and utility upgrades
- Convene city work group to develop/refine downtown infrastructure plan
- Pursue state and federal funding to accomplish BURA plan goals
- Manage internal staff team to inform and enhance BURA’s short and long-term goals
- In coordination with the city, continue discussing residential and business anti-displacement measures and mitigation that could arise due to urban redevelopment investments
- Coordinate and assist area businesses and property owners with improvements and redevelopment

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2020-21 BUDGET
CURRENT LEVEL OF SERVICES

FUND: 001 GENERAL	DEPARTMENT: COMMUNITY DEVELOPMENT DEPT.
PROGRAM: 0701 SITE DEVELOPMENT DIVISION	PROGRAM MANAGER: JODY A YATES

Program Goal:

To provide plan review, permitting, and inspection services for all work within the public right of way including utilities (franchise, public and private), sidewalk and driveway connections as part of the city's Development Review Process (DRP). To administer floodplain regulations within the city. To support development and redevelopment activities. To actively engage in improvements to the city's Development Review Process (DRP). To provide superior customer service.

Site Development Division Personnel Services:

REQUIREMENTS	FY 2017-18 ACTUAL	FY 2018-19 ACTUAL	FY 2019-20 BUDGETED	FY 2020-21 PROPOSED	FY 2020-21 ADOPTED
POSITION	15.60	14.60	15.60	15.60	15.60
PERSONNEL SERVICES	\$1,288,513	\$1,600,122	\$2,052,938	\$2,088,569	\$2,088,569
MATERIALS & SERVICES	185,039	109,164	222,287	107,275	107,275
CAPITAL OUTLAY	78,595	73,450	53,000	0	0
TRANSFERS	52,889	62,914	39,036	68,818	68,818
CONTINGENCY	0	0	64,273	61,864	61,864
TOTAL	\$1,605,036	\$1,845,650	\$2,431,534	\$2,326,526	\$2,326,526

City, Community and Department Goals, Priorities and Actions:

The Site Development Division supports these goals, priorities and actions items either through direct action or support of other divisions in the Community Development Department. An overview is provided in department introduction.

Program Objectives:

Objective #1: Provide high quality customer service

Site Development team members communicate and interact with residents, developers, consultants, and other city departments and outside agencies to ensure that all development criteria are being met. Site Development team members participate in the development process from the Pre-Application Conference to Site Development permitting, construction, to final project completion and acceptance by the city.

Objective #2: Provide Site Development Permit Counter Services

Issue permits for franchise utility work, street tree plantings/removals, and sidewalk/driveway replacement.

Objective #3: Perform Plan Reviews

Review site engineering plans to ensure all privately-funded public improvements such as streets, utilities, water infrastructure, and storm water management facilities conform to the City Engineering Design Manual, City Code, Clean Water Services Design and Construction Standards, and land use approvals. Ensure that floodplain regulations have been met.

Objective #4: Perform Field Inspections

Inspect site construction to ensure site grading, erosion control measures, emergency access, floodplain modifications, and all privately-funded public improvements such as streets, utilities, and storm water management facilities conform to the City Engineering Design Manual, City Code, Clean Water Services Design and Construction Standards, and land use approvals.

Objective #5: Actively engage in Electronic Permitting System implementation

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2020-21 BUDGET
CURRENT LEVEL OF SERVICES

FUND: 001 GENERAL	DEPARTMENT: COMMUNITY DEVELOPMENT DEPT.
PROGRAM: 0701 SITE DEVELOPMENT DIVISION	PROGRAM MANAGER: JODY A YATES

Performance Outcomes and Program Trends:

Workload and Performance Measures:	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Projected	FY 2020-21 Adopted
Site Development Permits	30	23	28	20
Right-of-way and Facility Permits issued per year	594	603	616	620
Site Development Plan Review Estimated percentage of comments returned within five (5) weeks	50%	50%	80%	80%
*Large subdivisions take longer to review (ex. South Cooper Mountain subdivisions)				

The economy continues to generate a large number of development applications. All Planned Unit Developments (PUDs) in South Cooper Mountain have been submitted for Site Development permits. Site Development team members have been able to review and comment on commercial developments within the 5-6 week comment period. The larger South Cooper Mountain PUD Subdivisions are requiring additional time due to size and complexity. Site Development is anticipating heavy inspection workload for summer 2020, especially in the South Cooper Mountain vicinity.

Site Development staff operations are partially paid from various Site Development permit fees for plan review, processing and field inspections. The revenue trend has increased over the past few years and appears to have leveled in FY 19-20 and is projected to be similar in FY 20-21.

Progress on FY 2019-20 Action Plan:

- Staff continue to participate in improvements to the city's Development Review Process and perform continual process improvement. Staff also participated in the selection of the new vendor for a new Electronic Permitting System (EPS).
- Staff began testing use of mobile technology for infield construction documentation and inspection reports. All field staff are performing daily inspections in electronic format.
- All staff are using electronic document review software for all applications and permits.
- All filing for new projects is being performed electronically.
- Participate in updating the City's Engineering Design Manual.

FY 2020-21 Action Plan:

- Participate in implementation of a new EPS for permitting work flow process.
- Document Standard Operating Procedures utilizing the same format as Public Works APWA accreditation format.
- Develop an inspection manual to provide for consistency and transparency.
- Evaluate the floodplain program for potential application to become a CRS community.
- Reinitiate underground utility policy project.

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2019-20 BUDGET
CURRENT LEVEL OF SERVICES

FUND: 001 GENERAL	DEPARTMENT: COMMUNITY DEVELOPMENT
PROGRAM: 0738 TRANSPORTATION PLANNING	PROGRAM MANAGER: JEAN SENECHAL BIGGS

Program Goal:

To protect and enhance the livability and economic vitality of Beaverton by effectively planning for our community's transportation future. To assist Public Works in the delivery of the Capital Improvement Plan. To prepare transportation policy and program recommendations for the Mayor and City Council. To support development and redevelopment activities within the Community Development Department and within Beaverton. To effectively engage with public agency partners across the region to position the City to secure funding for transportation investments and develop and implement sound policies for transportation, access and mobility.

Transportation Planning Division Personnel Services:

REQUIREMENTS	FY 2017-18 ACTUAL	FY 2018-19 ACTUAL	FY 2019-20 BUDGETED	FY 2020-21 PROPOSED	FY 2020-21 ADOPTED
POSITION	4.00	4.00	4.00	4.00	4.00
PERSONNEL SERVICES	\$516,147	\$450,620	\$456,417	\$622,627	\$622,627
MATERIALS & SERVICES	87,880	30,638	372,678	148,765	148,765
CAPITAL OUTLAY					
TRANSFERS	5,692	5,599	4,954	9,871	9,871
TOTAL	\$609,719	\$486,857	\$834,049	\$781,263	\$781,263

City, Community and Department Goals, Priorities and Actions:

The Transportation Division supports these goals, priorities and actions items either through direct action or support of other divisions in the Community Development Department. An overview is provided in department introduction.

Program Objectives:

- Objective #1:** Effectively Plan the City's Transportation System to Support Anticipated Growth and Community Priorities
- Objective #2:** Collaborate with Public Works to implement the Context Sensitive Design Policy in the Delivery of Capital Improvement Projects
- Objective #3:** Collaborate with the Community in Planning Efforts and Lead Public Engagement Activities with an Equity Lens
- Objective #4:** Provide Leadership, Analysis and Technical Support in Local, Regional, and State Transportation Policy, Projects and Programs
- Objective #5:** Maintain and Update the Beaverton Transportation System Plan as a 'living document'

Progress on FY 2019-20 Action Plan

FY 2019-20 saw the Transportation Planning Division initiate several significant projects and support community engagement efforts in alignment with the Context Sensitive Design Policy. Accomplishments include:

- Active Transportation Plan (ATP): Initiated implementation actions identified in the ATP, including amendments to the Transportation System Plan. Leading community engagement efforts for two active transportation projects managed by the Engineering Division: the Allen/92nd Fanno Creek Trail Project and the Laurelwood Avenue Sidewalk Project;
- Bicycle Advisory Committee (BAC): Staff organized the BAC to support another successful Bike Beaverton;

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2019-20 BUDGET
CURRENT LEVEL OF SERVICES

FUND: 001 GENERAL	DEPARTMENT: COMMUNITY DEVELOPMENT
PROGRAM: 0738 TRANSPORTATION PLANNING	PROGRAM MANAGER: JEAN SENECHAL BIGGS

- Canyon Road: Partnered with ODOT and Metro to identify design options and funding scenarios for the Canyon Road Streetscape Project;
- Downtown Loop: Scoped the Downtown Loop Streetscape Project and hiring a consultant team to lead the design and community engagement process;
- Electric Vehicle Charging Stations: Coordinated with PGE on construction of the Electric Avenue charging station near Beaverton Town Center;
- Millikan Way Extension Project: Entered into an IGA with Washington County for the transfer of \$9.4 million in Major Streets Improvement Program (MSTIP) funds for the SW Millikan Way Extension Project;
- Rail Safety Improvement Project: Reinitiated work on this project to prepare engineering plans and cost estimates for future capital investments to reduce freight train horn noise in downtown Beaverton;
- Regional Coordination: Transportation Planning also has an important coordination role with partner agencies in Washington County and the Metro region. In FY 2019-20, staff provided technical input in the development of a regional transportation funding measure being considered by the Metro Council for the November 2020 ballot. Staff also provided feedback on the design and public outreach process for Multnomah County’s Earthquake Ready Burnside Bridge Project, which will build a new bridge across the Willamette River, supporting Burnside Road’s role as a “lifeline” route connecting Beaverton to Portland and Gresham.
- South Cooper Mountain Shuttle: Participated on the technical advisory committee for Washington County and Ride Connection’s South Cooper Mountain Shuttle Plan to develop a local transit concept for South Beaverton;
- Transportation System Plan (TSP): Began scoping for an update of the City’s Transportation System Plan with a goal of submitting an application for a state Transportation and Growth Management (TGM) grant in June 2020 to help fund a two-year planning process;
- TV Highway: Collaborated with Washington County on the project development phase of the TV Highway Project to identify roadway investments to improve pedestrian safety and access to transit, provide bus stop amenities, and install new bike lanes on Canyon Road and TV Highway through Beaverton and beyond to Aloha, Hillsboro, Cornelius and Forest Grove;

The Transportation Planning Division welcomed a new manager in May 2019 and is recruiting a new Project Manager 2 to join the team and lead several significant transportation capital projects in downtown.

FY 2020-21 Action Plan

In 2020-21, the Transportation Planning Division will initiate the Transportation System Plan Update, a significant citywide planning effort. The TSP Update is expected to take two to three years to complete. The planning process will require the collaboration and participation of staff from CDD, Public Works and other City departments, as well as regional partners including neighboring cities, Washington County, THPRD, and Metro. The TSP Update will also require significant public engagement to identify community priorities and gather feedback on policies, projects and a financial plan. Transportation Planning staff will undertake public engagement activities that aim to meaningfully include people who have historically been underrepresented and will use an equity lens in decision-making. (DEI Plan PE3.2, CP4.2 & HL5.1)

In addition, the Transportation Planning Division has the following activities planned for FY 2020-21:

- Active Transportation Plan (ATP): Complete community engagement efforts for the design phase of the Allen/92nd Fanno Creek Trail Project and the Laurelwood Avenue Sidewalk Project; prepare the community for construction activities (DEI Plan PE1.5);

CITY OF BEAVERTON, OREGON
 FISCAL YEAR 2019-20 BUDGET
CURRENT LEVEL OF SERVICES

FUND: 001 GENERAL	DEPARTMENT: COMMUNITY DEVELOPMENT
PROGRAM: 0738 TRANSPORTATION PLANNING	PROGRAM MANAGER: JEAN SENECHAL BIGGS

- Bicycle Advisory Committee: Serve as staff liaison to the Bicycle Advisory Committee, facilitate monthly meetings, and undertake the annual recruitment process to identify new members for terms starting in 2021 (DEI Plan PE3.1 & PE 5.2)
- Canyon Road: Continue to partner with ODOT and Metro on the Canyon Road Streetscape Project to finalize plans and prepare for construction activities, if approved by City Council (DEI Plan HL5.2);
- Community Planning Coordination: Support other City planning efforts and those of partner agencies in the region including, the Downtown Design Project, the Cooper Mountain Community Plan, Tigard’s Washington Square Regional Center Plan Update and Metro’s Region Mobility Policy Update (DEI Plan HL5.1);
- Downtown Loop: Develop design alternatives for Downtown Loop Project for community input and prepare a draft plan for BURA and City Council review and approval (DEI Plan HL6.4);
- Electric Vehicle Charging Stations: Provide oversight of privately-owned electric vehicle charging stations in the public right of way;
- Millikan Way Extension Project: Initiate the preliminary design and engineering phase of the SW Millikan Way Extension Project, and engage community members, businesses and property owners in the process (DEI Plan HL6.3);
- Rail Safety Improvement Project: Prepare 60% engineering plans and cost estimates for project and explore funding opportunities to build the project (DEI Plan PE1.5);
- Regional Coordination: Continue to provide staff participation and support for regional committees and initiatives, including the Beaverton School District’s Safe Routes to Schools (SRTS) Program; Washington County Coordinating Committee Technical Advisory Committee (WCCC TAC), Metro’s Transportation Policy Advisory Committee (TPAC), Metro’s Emerging Technology Working Group, and the Westside Transportation Alliance (DEI Plan CP4.2).
- South Cooper Mountain Shuttle: Provide technical input and direction on Washington County and Ride Connection’s South Cooper Mountain Shuttle Plan in order to develop a local transit concept for this area of Beaverton (HL5.2);
- Transportation System Plan (TSP): Initiate the Transportation System Plan Update, a significant citywide planning effort. (DEI Plan PE3.2, CP4.2 & HL5.1);
- TriMet Red Line TOD: Provide technical input and support on TriMet’s Red Line Next Generation Transit Oriented Development (TOD) Project (DEI Plan HL3.3);
- TV Highway: Continue to collaborate with Washington County to refine the design for the TV Highway Project and pursue funding for preliminary engineering and construction (DEI Plan HL5.2);