

**IGA WITH PORTLAND PUBLIC SCHOOL FOR TRANSPORTATION SAFETY**IF YOU WISH TO SPEAK TO CITY COUNCIL, **PRINT** YOUR NAME, ADDRESS, AND EMAIL.

NAME (print)	ADDRESS AND ZIP CODE	Email
✓ JIM OWENS	501 N. DIXON 97227	
✓ PAUL CATHCART	" "	PCATHCART@PPS.NET

Portland, Oregon  
**FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT**  
**For Council Action Items**

(Deliver original to Financial Planning Division. Retain copy.)

1. Name of Initiator Gabriel Graff		2. Telephone No. 503-823-5291	3. Bureau/Office/Dept. Transportation
4a. To be filed (date): December 12 <sup>th</sup> , 2012	4b. Calendar (Check One) Regular <input checked="" type="checkbox"/> Consent <input type="checkbox"/> 4/5ths <input type="checkbox"/>		5. Date Submitted to Commissioner's office and FPD Budget Analyst: December 3 <sup>rd</sup> , 2012
6a. Financial Impact Section: <input checked="" type="checkbox"/> Financial impact section completed		6b. Public Involvement Section: <input checked="" type="checkbox"/> Public involvement section completed	

**1) Legislation Title:** Authorize Intergovernmental Agreement with Portland Public School District for \$5 million to review, prioritize, and implement transportation safety improvements concerning District schools (Ordinance)

**2) Purpose of the Proposed Legislation:** Authorize agreement between Portland Public Schools (PPS) and the Bureau of Transportation to use \$5 million from the recently passed PPS Capital Bond to fund mutually agreed upon transportation safety improvements.

**3) Which area(s) of the city are affected by this Council item? (Check all that apply—areas are based on formal neighborhood coalition boundaries)?**

- |                                                            |                                    |                                    |                                |
|------------------------------------------------------------|------------------------------------|------------------------------------|--------------------------------|
| <input checked="" type="checkbox"/> City-wide/Regional     | <input type="checkbox"/> Northeast | <input type="checkbox"/> Northwest | <input type="checkbox"/> North |
| <input type="checkbox"/> Central Northeast                 | <input type="checkbox"/> Southeast | <input type="checkbox"/> Southwest | <input type="checkbox"/> East  |
| <input type="checkbox"/> Central City                      |                                    |                                    |                                |
| <input type="checkbox"/> Internal City Government Services |                                    |                                    |                                |

**FINANCIAL IMPACT**

**4) Revenue:** Will this legislation generate or reduce current or future revenue coming to the City? If so, by how much? If so, please identify the source.

Yes. This agreement will generate \$5 million over the course of 8 years for the City. The source of this funding is Portland Public Schools via their recently passed capital bond.

**5) Expense:** What are the costs to the City related to this legislation? What is the source of funding for the expense? (Please include costs in the current fiscal year as well as costs in future years. If the action is related to a grant or contract please include the local contribution or match required. If there is a project estimate, please identify the **level of confidence**.)

There are no costs to the City related to this legislation. No match is required. Specific projects have yet to be identified; therefore cost estimates are not available.

**6) Staffing Requirements:**

- **Will any positions be created, eliminated or re-classified in the current year as a result of this legislation?** *(If new positions are created please include whether they will be part-time, full-time, limited term, or permanent positions. If the position is limited term please indicate the end of the term.)*

No.

- **Will positions be created or eliminated in future years as a result of this legislation?**

No.

*(Complete the following section only if an amendment to the budget is proposed.)*

**7) Change in Appropriations** *(If the accompanying ordinance amends the budget please reflect the dollar amount to be appropriated by this legislation. Include the appropriate cost elements that are to be loaded by accounting. Indicate "new" in Fund Center column if new center needs to be created. Use additional space if needed.)* Any necessary budget adjustments will be made in the City's Budget Monitoring Process.

Fund	Fund Center	Commitment Item	Functional Area	Funded Program	Grant	Sponsored Program	Amount

**[Proceed to Public Involvement Section — REQUIRED as of July 1, 2011].**

## PUBLIC INVOLVEMENT

8) Was public involvement included in the development of this Council item (e.g. ordinance, resolution, or report)? Please check the appropriate box below:

☐ YES: Please proceed to Question #9.

☒ NO: Please, explain why below; and proceed to Question #10.

This agreement stems out of Council Ordinance #36848 wherein Council directed the Bureau of Transportation to negotiate this agreement with PPS. Public testimony was taken at that time on the MOU from which the attached IGA was derived.

9) If "YES," please answer the following questions:

a) What impacts are anticipated in the community from this proposed Council item?

b) Which community and business groups, under-represented groups, organizations, external government entities, and other interested parties were involved in this effort, and when and how were they involved?

c) How did public involvement shape the outcome of this Council item?

d) Who designed and implemented the public involvement related to this Council item?


e) Primary contact for more information on this public involvement process (name, title, phone, email):

10) Is any future public involvement anticipated or necessary for this Council item? Please describe why or why not.

This agreement will likely result in future public involvement as potential capital projects are identified and affected neighbors are consulted on proposed improvements.

KK 11-30-12

BUREAU DIRECTOR

  
TOM MILLER, Bureau of Transportation

# **INTERGOVERNMENTAL AGREEMENT**

## **BETWEEN**

**PORTLAND PUBLIC SCHOOLS, SCHOOL DISTRICT NO. 1J**

## **AND**

**THE CITY OF PORTLAND**

This INTERGOVERNMENTAL AGREEMENT ("Agreement") is made and entered into as of \_\_\_\_\_, 2012, by and between PORTLAND PUBLIC SCHOOLS, SCHOOL DISTRICT NO. 1J, MULTNOMAH COUNTY, OREGON ("District") and THE CITY OF PORTLAND, PORTLAND ("City") pursuant to ORS Chapter 190 (Intergovernmental Cooperation).

## **PURPOSE**

This Agreement identifies how the City and the District will review, prioritize and implement transportation safety improvements required at District schools.

## **RECITALS**

- A. On February 23, 2011, City Council adopted Ordinance 184443 improving land use regulations related to schools as part of the Schools and Parks Conditional Use Code Refinement Package. The City and District entered into a Memorandum of Understanding on May 13, 2011 with preliminary agreement to use the City's Safe Routes to School (SRTS) program as the primary mechanism to address student transportation safety concerns throughout the District. This Intergovernmental Agreement ("IGA") is intended to formalize that Agreement.

### **Transportation Safety Goals**

- B. The District and City will identify and address impediments and barriers to transportation safety that occurs in the public-right-of way to ensure the safety of District students and the surrounding community. Barriers to safe transportation may include the need for physical improvements to eliminate safety hazards as well as lack of knowledge of alternative transportation options or routes.
- C. School administration, teachers, parents, and students are well positioned to identify transportation barriers because they live with the consequences of the barriers every day. Portland Bureau of Transportation staff possesses expertise related to the tools available to remove those barriers. The District and the City desire to utilize these resources to develop the program.
- D. Reducing the number of students brought to school in private vehicles mutually benefits the City, the District, and the community by decreasing traffic and parking congestion, reducing traffic and parking complaints, increasing efficiencies, reducing environmental impacts and creating safer traffic flow around schools.

## **District Wide Assessment of Transportation Safety**

- E. Most schools in Portland are in residential zones and are therefore subject to the City Zoning Code's Conditional Use Review process. Through the Review, the applicant must demonstrate that the transportation system can support the school uses, in addition to the existing uses in the area.
- F. The Conditional Use Review process provides a prescriptive approach to transportation safety improvements that can impose requirements through conditions of approval that are difficult for a resource-constrained public school district to meet. The evaluation of transportation adequacy on a case-by-case basis and solely through the City's Conditional Use Review process does not capture the relative need of transportation safety throughout the District. The District and City desire to create assessment of needed transportation improvements for all District schools that allows a prioritization of the relative need of improvements throughout the District, not just on a school-by-school basis provided by the conditional use review process.

## **Safe Routes to School Program**

- G. The Portland Safe Routes to School ("SRTS") Program is a partnership of the City of Portland, schools, neighborhoods, community organizations and agencies that advocates for and implements programs that make walking and biking around our neighborhoods and schools fun, easy, safe and healthy for all students and families while reducing our reliance on cars.
- H. SRTS has a proven track record of providing school communities with educational resources for improving the safety of commutes to and from school, as well as access to resources to make needed infrastructure improvements to the public right-of-way to improve safety. Use of the SRTS program to evaluate transportation and traffic safety for all District schools would provide a consistent assessment of where funding for transportation safety improvements should be targeted within the District.

## **Proposal**

- I. This IGA affirms the District's and the City's intent to use the City's existing SRTS program to prioritize needed transportation improvements District-wide. This proposal allows decisions of when and where to devote limited capital resources to transportation safety improvements to be based on an evaluation and prioritization of needed transportation improvements District-wide. This IGA does not replace any adopted Conditional Use Review requirements in the Zoning Code or any conditional use proposals, including conditions of approval that have been approved and are currently effective.

## **AGREEMENT**

- 1. DEFINITIONS. As used in this intergovernmental agreement:
  - a. *Safe Routes to School (SRTS)*: Portland Safe Routes to School is a partnership of the City of Portland, schools, neighborhoods, community organizations and agencies that advocates for and implements programs that make walking and biking around our neighborhoods and schools fun, easy, safe and healthy for all students and families while reducing our reliance

on cars. SRTS program elements include equity, education, engineering, enforcement, encouragement and evaluation.

- b. *Continuous Service Plan (CSP)*: A plan developed by and with schools participating in the SRTS program that contains information about each school, SRTS initiatives carried out at each school, and elements of the program each school has identified interest in continuing in the future.
  - c. *Engineering Strategy Report (ESR)*: An engineering study produced by the SRTS program in conjunction with participating schools identifying engineering projects in school catchment areas that will improvement school related transportation safety concerns. Projects identified in ESRs are identified and ranked by each school's SRTS Team and a SRTS transportation traffic engineer. Local neighborhood associations are given the opportunity to review issues identified in each ESR.
2. The City and District intend to use the City's SRTS program as the primary mechanism to address student transportation safety concerns throughout the District. This approach will include:
    - a. Seeking full funding and implementation of the City's SRTS program at all District schools containing any combination of grades K through 8 and the development of Safe Routes Engineering Strategy Reports ("ESRs") and Continuous Service Plans ("CSPs") or project lists at District high schools. More specifically:
    - b. Developing a Master Project List that annually prioritizes, on a District-wide basis, schools with the most needed transportation/traffic issues and identify funding for projects that would address these issues at those schools.
  3. District and Bureau of Transportation staff will propose a process for developing the Master Project List to be presented to the Planning and Sustainability Commission for approval and/or amendment. The process for developing a Master Project List will include the following steps:
    - a. District and City staff conducting a non-ranked assessment of known, needed transportation improvement projects. This assessment would identify improvements identified in Safe Routes ESRs, as well as other projects known to the District and the City.
    - b. A joint District/Bureau of Transportation Advisory Committee made up of key staff from each party will establish criteria by which to determine the most significant transportation improvements within the District.
    - c. District/City staff will use the criteria to develop a ranked/prioritized Master Project List of improvements for all District schools. The Master Project List will identify the order in which the most significant infrastructure projects within the District would be completed as funding is available. The Master Project List may include projects from existing ESRs as well as projects at schools awaiting reports. As additional ESRs are completed for schools in the District, the Master Project List may be updated and reprioritized to reflect the further refinement of district-wide projects. At a minimum, the City and District intend the Master Project List will be reviewed once a year and

updated, as appropriate. Evaluation of transportation impacts by the City during the Conditional use Review process may identify projects not on the list. The Master Project List may need to be amended to incorporate the additional project.

4. The City and the District will use the ESRs and CSPs as the initial mechanism by which the transportation criteria of the City's zoning code applicable to school uses that require zoning code review are addressed. The District may include the ESR and/or CSP as primary evidence to demonstrate compliance with the transportation criteria of City's zoning code. The District and City will use the ESRs as the primary resource for determining whether the transportation system in the area of District schools is capable of supporting any District improvement that requires review under the City's zoning code. The City will use the CSP as the primary resource to satisfy transportation demand management requirements generated by any District improvement requiring City review.
5. The District and City intend that projects identified in ESRs and/or CSPs for individual schools may be imposed through conditions of approval to meet all or part of the transportation approval criteria in the City's zoning code applicable to school uses that trigger zoning code review. The District and City agree that funding to address transportation infrastructure improvements is a limited resource and should be devoted to addressing the most significant transportation infrastructure improvement needs District-wide, and the timing for construction of improvements required by a condition of approval shall take this into consideration.
6. The District and City agree to prioritize capital bond funding for transportation improvements solely through the Master Project List.
7. Funding of projects by the District requires the projects to be eligible for authorized capital bond funding. Projects on the Master Project List may be used to satisfy transportation criteria of Conditional Use Reviews or other transportation related zoning code requirements at individual schools. However, the City and District intend that the installation of the Master Project List project(s) to meet Conditional Use Review requirements will be based on the relative priority of the project within the District's overall list and funding availability. Projects will be funded on the basis of mutually agreed upon priorities district-wide.
8. The District and the City intend to lobby existing funding sources, including Oregon Department of Transportation (ODOT) and the Federal Highway Administration (FHWA) to increase the share of funding from the national program for Oregon/Portland and explore additional funding for the program through (but not limited to) Metro's Regional Transportation Plan and Metropolitan Transportation Improvement Program.
9. The City and District intend to fund infrastructure improvements identified in the Master Project List through funding available to the SRTS program, District contributions from future voter-approved capital bond programs and other available District funding as well as any available City resources, including urban renewal financing.
10. The District will engage in a master planning process for each school undergoing full modernization or replacement as part of any voter-approved capital bond work. The master planning process will occur prior to City land use review and will serve as an opportunity to engage the local community in the design process, issues and concerns relative to the local transportation system, and the Master Project List process.

## **Rationale**

11. The development of the Master Project List through a partnership of the City and District using the City's SRTS program provides a comprehensive evaluation of transportation and traffic safety at all District schools.
12. A mutually agreed upon prioritization of transportation/traffic safety issues and projects throughout the District allows the District and City to better target and leverage funding for these priority projects.
13. Transportation safety should be addressed at all schools, not just when grades K-5 are added to a school. The evaluation of transportation safety at District schools will be addressed collaboratively by the District and City.
14. Maximizing the benefits of the SRTS program is intended to provide resources to address many of the transportation/traffic safety issues typically required as part of a Conditional Use Review, including many of the elements found in transportation demand management plans.
15. Joint Obligations:
  - a. The City and the District will establish a joint City/District advisory committee comprised of at least two (2) representatives from each organization with responsibilities pursuant to Section 3 of this IGA.
  - b. Use the City's SRTS program to jointly evaluate transportation and traffic safety at District schools.
  - c. The City and the District agree that the District's funding of transportation improvements, ESRs, and CSPs will come solely from voter-approved capital bond programs.
  - d. District/City staff will prioritize funding and development of ESRs and CSPs to be developed as part of this Agreement on schools that receive full modernization improvements through the District's voter approved capital bond program as well as the five schools involved in the District's K-8 school conversion process that added some combination of grades K-5.
  - e. District and City will pursue obtaining and leveraging additional stable funding for the SRTS program.
  - f. District and City will propose a process for developing a District-wide ranked Master Project List. The process will be presented to the Planning and Sustainability Commission for review and approval. Once approved, the Master Project List will inform District and City decisions regarding the priority, timing, and adequacy of proposed transportation solutions.

- g. District and City understand that future capital bond work conducted by the District will involve the modernization and rebuilding of some schools. Modernization of schools will involve existing buildings. Depending on the site characteristics, this may preclude the installation of transportation infrastructure improvements adjacent to existing buildings.
- h. The term of this IGA runs from its effective date through November 10, 2020, the duration of the District's voter approved capital bond program. The IGA may be extended provided both parties agree in writing.
- i. District and City recognize that the City and the SRTS program have obligations to all of Portland's school districts. Outside of the District's capital bond funds, District and City intend that this agreement will not prioritize SRTS funding to Portland Public Schools to the detriment of service to Portland's other school districts.

16. City obligations:

- a. Evaluate the components of existing CSPs and ESRs to determine how they could be modified to better address the transportation criteria of the Conditional Use Review requirements.
- b. Agree that the City's Bureau of Transportation will use SRTS program CSPs and ESRs (and modified based on evaluation in Section 16a) as the primary basis for addressing the transportation criteria of the City's zoning code applicable to City land use and permit review of District schools. The City agrees to prioritize projects (both infrastructure and educational) within the CSPs that would meet transportation demand management and other transportation criteria of the City's zoning code applicable to District schools. Prioritization of transportation improvement projects in the Master Project List is a joint obligation.
- c. Prioritize District capital bond transportation funding identified under District Obligations in this IGA to meet applicable zoning code requirements for changes to District schools through implementation of prioritized Master Project List projects.
- d. Identify opportunities to leverage City resources, including urban renewal funding, to match contributions from District voter approved capital bonds as part of this IGA related to transportation improvements.
- e. Actively seek additional funding for SRTS program through regional, state and federal sources of transportation funding.
- f. Design, construct and manage projects identified in the Master Project List subject to available funding.
- g. Contingent upon voter approval of a capital bond for the District, develop ESRs for five (5) mutually agreed upon, top priority District schools.

17. District Obligations:

- a. Contingent upon voter approval of a capital bond for the District on November 6, 2012, the District intends to provide \$5 million between December 2012 and

November 2020 to fund transportation improvement projects identified in the Master Project List. District funding of the projects is contingent on project eligibility for capitalization as identified in the voter-approved capital bond. This \$5 million is intended to represent the District's financial obligation for all transportation improvements over the life of the 8-year capital bond program

- b. District financial contributions to these projects will be administered by the District on a reimbursement basis to the City of Portland.
  - c. Support individual schools in the implementation of ESRs and/or CSPs and the creation of the Master Project List.
  - d. Pursue the development and adoption of District policy promoting walking and biking to school.
  - e. Support SRTS education and encouragement efforts including the walk and bike to school day designed to encourage and raise awareness of students and families to use safe, active transportation to get to and from school.
  - f. Allow voluntary classroom time for bicycle and pedestrian safety training through the SRTS program.
  - g. Promote SRTS educational programming via PPS Pulse, or equivalent, and school newsletters.
  - h. Contribute a maximum of \$5,000 per school identified in 15d. of this Agreement toward the development of ESRs and CSPs.
18. The District and the City recognize this IGA is of mutual benefit to each party, and the safety of PPS students. By executing this IGA, District and City intend to negotiate, in good faith, a complete master program of prioritized transportation projects.
19. Effective Date/Term. This agreement is effective from the date that all parties have executed this agreement. The term of this agreement is from the date that all parties have signed it through November 10, 2020.
20. Amendments. The terms of this agreement shall not be waived, altered, modified, supplemented, or amended, in any manner whatsoever, except by written instrument signed by both parties. The Mayor of the City of Portland, or his designee, is authorized to amend this agreement provided it does not increase the cost to the City.
21. Captions. The captions or headings in this agreement are for convenience only and in no way define, limit or describe the scope or intent of any provisions of this agreement.
22. Law/Choice of Venue. Oregon law, without reference to its conflict of laws provisions, shall govern this agreement and all rights, obligations and disputes arising out of the agreement. Venue for all disputes and litigation shall be in Multnomah County, Oregon. Before commencing any actions under this agreement, the parties agree to enter into mediation if a dispute arises that cannot otherwise be resolved by the parties.

23. Severability/Survival. If any of the provisions contained in this agreement are held unconstitutional or unenforceable, the enforceability of the remaining provisions shall not be impaired. All provisions concerning the limitation of liability, indemnity and conflicts of interest shall survive the termination of this agreement for any cause.
24. No Third Party Beneficiary. City and PPS are the only parties to this agreement and as such, are the only parties entitled to enforce its terms. Nothing contained in this agreement gives or shall be construed to give or provide any benefit, direct, indirect, or otherwise to third parties unless third persons are expressly described as intended to be beneficiaries of its terms.
25. Merger Clause. This agreement constitutes the entire agreement between the parties regarding the substantive matters addressed in this agreement. No waiver, consent, modification or change of terms of this agreement shall bind either party unless in writing and signed by both parties. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this agreement.
26. Counterparts: Electronic Signatures. This agreement may be executed in any number of counterparts, all of which when taken together shall constitute one agreement binding on all Parties, notwithstanding that all Parties are not signatories to the same counterpart. The Parties agree that they may conduct this transaction, including any amendments or extension, by electronic means including the use of electronic signatures.
27. Assignment. No Party shall assign or transfer any interest in this agreement, nor assign any claims for money due or to become due under this agreement, without the prior written approval of the other Parties. This agreement shall bind and inure to the benefit of, and be enforceable by, the Parties hereto and their respective successors and permitted assigns.
28. Termination: This agreement may be mutually terminated at any time by written consent of the parties. Either the City or PPS may terminate this agreement upon 180 days prior written notice to the other party.
29. Dispute Resolution: In the event a dispute arises regarding this agreement, the parties agree to have high-level representatives of City and PPS to engage in discussions before taking any legal action. If discussions fail to resolve the issue the parties shall engage in mandatory mediation in an attempt to resolve the dispute. In the event of mediation the parties shall each pay one-half of the mediator's bill. If mediation fails to resolve the matter either party may take any legal action permitted to it under the law of the State of Oregon.

BY:

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Sam Adams  
Mayor  
City of Portland

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Carole Smith  
Superintendent  
Portland Public Schools

REFERRED TO Mayor's Office

## ORDINANCE No.

Authorize Intergovernmental Agreement with Portland Public School District for \$5 million to review, prioritize, and implement transportation safety improvements concerning District schools (Ordinance)

The City of Portland ordains:

### Section 1. The Council finds:

1. Portland Public School District (PPS) and the City have a strong interest in ensuring safe transportation facilities for District students and Portland residents.
2. Barriers to safe transportation may include needed physical improvements to eliminate safety hazards, and PPS and the City have a shared interest in identifying and addressing them.
3. On May 13, 2011, Council directed the Bureau of Transportation to proceed with negotiating an Intergovernmental Agreement with PPS that would allow both parties to devote limited capital resources to priority school-related transportation needs across the District.
4. On November 6, 2012 voters approved a \$482 million capital bond measure to rebuild and upgrade PPS buildings, of which PPS has agreed to provide \$5 million to the Bureau of Transportation to fund mutually-agreed upon transportation safety improvements.
5. PPS and the City intend to use the City's existing Safe Routes to School (SRTS) program to prioritize needed transportation improvements district-wide.
6. The attached Intergovernmental Agreement is the result of negotiations between the Bureau of Transportation and PPS.

NOW, THEREFORE, the Council directs:

- a. That the Mayor is authorized to execute the Intergovernmental Agreements in a form substantially in accordance with the agreement attached as Exhibit A and by reference made a part hereof.

Passed by the Council,

Mayor Sam Adams

Prepared by: Gabe Graff:cm

Date Prepared: November 30, 2012

**LaVonne Griffin-Valade**

Auditor of the City of Portland

By

Deputy

Agenda No.  
**ORDINANCE NO.**  
Title

Authorize Intergovernmental Agreement with Portland Public School District for \$5 million to review, prioritize, and implement transportation safety improvements concerning District schools (Ordinance)

<p><b>INTRODUCED BY</b> Commissioner/Auditor: <b>Mayor Sam Adams</b></p>	<p>CLERK USE: DATE FILED <u>DEC 07 2012</u></p>
<p><b>COMMISSIONER APPROVAL</b></p> <p>Mayor—Finance and Administration - Adams</p> <p>Position 1/Utilities - Fritz</p> <p>Position 2/Works - Fish</p> <p>Position 3/Affairs - Saltzman</p> <p>Position 4/Safety - Leonard</p>	<p>LaVonne Griffin-Valade Auditor of the City of Portland</p> <p><i>ON BEHALF OF mayor adams</i></p> <p>By: _____ Deputy</p>
<p><b>BUREAU APPROVAL</b></p> <p>Bureau: Bureau of Transportation Transportation Systems Management Group Manager: Rob Burchfield</p> <p>Prepared by: Gabriel Graff Date Prepared: 11/30/12</p> <p>Financial Impact &amp; Public Involvement Statement Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/></p> <p>Portland Policy Document If "Yes" requires City Policy paragraph stated in document. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>Council Meeting Date <b>December 12, 2012</b></p>	<p><b>ACTION TAKEN:</b></p> <p><b>DEC 12 2012 PASSED TO SECOND READING DEC 19 2012 9:30 A.M.</b></p> <p><b>DEC 19 2012 REFERRED TO COMMISSIONER OF FINANCE AND ADMINISTRATION</b></p>
<p>✓ <b>City Attorney Approval:</b> required for contract, code, easement, franchise, comp plan, charter <i>GF</i></p>	

<b>AGENDA</b>
<p><b>TIME CERTAIN</b> <input type="checkbox"/></p> <p>Start time: _____</p> <p>Total amount of time needed: _____ (for presentation, testimony and discussion)</p>
<p><b>CONSENT</b> <input type="checkbox"/></p>
<p><b>REGULAR</b> <input checked="" type="checkbox"/></p> <p>Total amount of time needed: <b>15 minutes</b> (for presentation, testimony and discussion)</p>

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:		
		YEAS	NAYS
1. Fritz	1. Fritz		
2. Fish	2. Fish		
3. Saltzman	3. Saltzman		
4. Leonard	<b>4.</b> Leonard		
Adams	Adams		