

## AGENDA

### WILSONVILLE CITY COUNCIL MEETING FEBRUARY 21, 2013 7:00 P.M.

CITY HALL  
29799 SW TOWN CENTER LOOP  
WILSONVILLE, OREGON

Mayor Tim Knapp

Council President Scott Starr  
Councilor Susie Stevens

Councilor Richard Goddard  
Councilor Julie Fitzgerald

#### CITY COUNCIL MISSION STATEMENT

To protect and enhance Wilsonville's livability by providing quality service to ensure a safe, attractive, economically vital community while preserving our natural environment and heritage.

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#### Executive Session is held in the Willamette River Room, City Hall, 2<sup>nd</sup> Floor

- |                  |   |           |
|------------------|---|-----------|
| <b>5:00 P.M.</b> | <b>EXECUTIVE SESSION</b>  | [15 min.] |
| A.               | Pursuant to ORS 192.660(2)(f) Exempt Public Records<br>ORS 192.660(2)(h) Litigation |           |
| <b>5:15 P.M.</b> | <b>COUNCILORS' CONCERNS</b>   | [5 min.]  |
| <b>5:20 P.M.</b> | <b>PRE-COUNCIL WORK SESSION</b>   |           |
| A.               | Tooze Road House Bid Award - Retherford   | [10 min.] |
| B.               | Lease with School District - Retherford   | [15 min.] |
| C.               | Regional Metro/JPACT Federal Transportation<br>Legislative Agenda - Ottenad         | [20 min.] |
| D.               | City Council Call-Up of DRB Decision regarding<br>Family Fun Center                 | [15 min.] |
| <b>6:50 P.M.</b> | <b>ADJOURN</b>  |           |
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#### CITY COUNCIL MEETING

The following is a summary of the legislative and other matters to come before the Wilsonville City Council a special session to be held Thursday, February 21, 2013 at City Hall. Legislative matters must have been filed in the office of the City Recorder by 10 a.m. on February 11, 2012. Remonstrances and other documents pertaining to any matters listed in said summary filed at or prior to the time of the meeting may be considered therewith except where a time limit for filing has been fixed.

**7:00 P.M. CALL TO ORDER**

- A. Roll Call
- B. Pledge of Allegiance
- C. Motion to approve the following order of the agenda and to remove items from the consent agenda.

**7:05 P.M. MAYOR'S BUSINESS**

- A. Upcoming Meetings

**7:10 P.M. CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS**

This is an opportunity for visitors to address the City Council on items *not* on the agenda. It is also the time to address items that are on the agenda but not scheduled for a public hearing. Staff and the City Council will make every effort to respond to questions raised during citizens input before tonight's meeting ends or as quickly as possible thereafter. Please limit your comments to three minutes.

**7:15 P.M. COUNCILOR COMMENTS, LIAISON REPORTS & MEETING ANNOUNCEMENTS**

- A. Council President Starr – Park & Recreation Advisory Board, Chamber/City Leadership; and Economic Development Task Force
- B. Councilor Goddard – Library Board, Chamber Board, and Clackamas County Business Alliance
- C. Councilor Fitzgerald – Planning Commission; Committee for Citizen Input; and Library Board
- D. Councilor Stevens – Development Review Panels A and B; Wilsonville Seniors

**7:20 P.M. CONSENT AGENDA**

- A. **Resolution No. 2397**  
A Resolution Of The City Of Wilsonville Authorizing Acquisition Of Property Interests Related To The Autumn Park Sewer Line Replacement Project. (Staff – Retherford)
- B. **Resolution No. 2398**  
A Resolution Of The City Of Wilsonville Authorizing Acquisition Of Property Interests Related To The Installation Of Electrical Shields Within The Bonneville Power Administration Electrical Transmission Corridor On Canyon Creek Road North. (Staff – Retherford)
- C. **Resolution No. 2399**  
A Resolution Of The Wilsonville City Council, Acting As The Local Contract Review Board, Authorizing South Metro Area Regional Transit (SMART) To Purchase Two 25-Foot/18-Passenger El Dorado Natural Gasoline Powered Aerotech Buses Along With Associated Equipment From Schetky NW Sales, Inc. (Staff – Lashbrook)

- D. **Resolution No. 2401**  
A Resolution Of The City Of Wilsonville Accepting An Offer To Purchase Surplus Real Property Located At 11650 SW Tooze Road. (staff – Retherford)
- E. Minutes of the January 24, 2013 and February 4, 2013 Council Meetings. (staff – King)

**7:35 P.M. NEW BUSINESS**

- A. City Council Call-Up of DRB Decision Regarding Family Fun Center, Case No. \_\_\_\_\_ and setting the hearing date. (staff – Neamtzu)

**8:00 P.M. CITY MANAGER'S BUSINESS**

**8:05 P.M. LEGAL BUSINESS**

**8:15 P.M. ADJOURN**

***An Urban Renewal District Meeting will follow.***

Time frames for agenda items are not time certain (i.e. Agenda items may be considered earlier than indicated. The Mayor will call for a majority vote of the Council before allotting more time than indicated for an agenda item.) Assistive Listening Devices (ALD) are available for persons with impaired hearing and can be scheduled for this meeting if required at least 48 hours prior to the meeting. The city will also endeavor to provide the following services, without cost, if requested at least 48 hours prior to the meeting:-Qualified sign language interpreters for persons with speech or hearing impairments. Qualified bilingual interpreters. To obtain services, please contact the City Recorder, (503)570-1506 or [king@ci.wilsonville.or.us](mailto:king@ci.wilsonville.or.us)

**CITY COUNCIL MEETING  
STAFF REPORT**

<b>Meeting Date:</b> February 21, 2013	<b>Subject:</b> Portland Metropolitan Region Federal Transportation Legislative Agenda <b>Staff Member:</b> Mark Ottenad, Public/Government Affairs Director <b>Department:</b> Administration	
<b>Action Required</b>	<b>Advisory Board/Commission Recommendation</b>	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Information or Direction <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda	<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable <b>Comments:</b> JPACT is scheduled to consider on Feb. 14 adoption of a regional federal transportation legislative agenda to guide discussions with Oregon's Congressional delegation and federal transportation agencies.	
<b>Staff Recommendations:</b> City Council reviews and discusses regional federal transportation legislative agenda.		
<b>Recommended Language for Motion:</b> Not applicable.		
<b>PROJECT / ISSUE RELATES TO:</b>		
<input type="checkbox"/> Council Goals/Priorities	<input type="checkbox"/> Adopted Master Plan(s)	<input checked="" type="checkbox"/> Not Applicable

**ISSUE BEFORE COUNCIL**

The greater Portland metro region adopts annually a “federal legislative transportation agenda” to focus and guide collective policy and program recommendations to the Oregon Congressional Delegation and federal transportation agencies, which includes primarily the U.S. Department of Transportation’s Federal Highway Administration (FHWA) and Federal Transit Administration (FTA).

As the federal government has moved away over the past two years from Congressionally directed appropriations for specific projects, also known as “earmarks,” and towards general program parameters where discretionary project/program funding decisions are made by executive-branch agencies like FHWA and FTA, the region’s federal transportation agenda has changed from specific project recommendations to larger policy guidance. Congress, which passed a two-year surface transportation act known as “MAP-21” in 2012, may consider additional transportation program-policy and funding issues in 2013. The City Council may wish to consider and discuss components of the regional federal legislative transportation agenda.

## **EXECUTIVE SUMMARY**

Each year, representatives of Portland-area cities, counties and transit agencies who participate in the Metro's Joint Policy Advisory Committee on Transportation (JPACT) travel to Washington, D.C., to meet with members of the Oregon Congressional delegation and their staffs and the political appointees to FHWA and FTA. In preparation for this trip, the region collectively considers and approves a regional federal legislative transportation agenda that focuses and guides JPACT members' discussions with federal officials.

A draft federal transportation agenda was introduced to JPACT in January, and a "final" version for review and approval is scheduled for February 14, with approval expected by the Metro Council shortly thereafter. As Congress has grappled with a number of high-profile issues over the past two years, including passing a two-year surface transportation act known as "MAP-21" in 2012, and moved away from direct ear-marking of funds for specific projects, the region's federal legislative agenda has become more general policy-driven than containing a list of specific project requests.

Tossed into the mix this year is the issue of "sequestration," in which across-the-board budget cuts may be applied to a host of general-fund funded programs. The "fiscal cliff" deal that Congress passed during the first days of January delayed the start of sequestration for two months. The across-the-board budget cuts (mandated by the failure of the "Super committee" in summer 2012) have agencies scrambling as we approach the new March 1 deadline. Washington DC lobbyist Peter Peyser of Peyser Associates reports that "Amongst GOP members on Capitol Hill, there is a growing chorus of mostly junior members saying they think sequestration should take effect [and] are not swayed by arguments about the impact on national defense."

Sequestration will tend to impact federal programs funded by the general fund, which can include defense functions, education allocations and other programs. Transportation funding, however, has some 'shield' from immediate reductions. The Highway Trust Fund (HTF), funded by a dedicated federal fuels tax, is protected and considered exempt from sequestration; however, for FY2013, the General Fund transfer into the HTF is cut by 7.6% (a decrease of \$471 million). At this time, I have not seen an estimated impact to Oregon if sequestration were to advance.

Other accounts funded out of the General Fund, such as the TIGER program, Amtrak operating and capital expenses, and FTA's New Starts program are all subject to sequestration. FTA formula funding is exempt. As an urban-area transit provider, SMART receives FTA Section 5307 formula funds, which are budgeted at \$ 312,325 for FY2012-13.

On a related note, in addition to attending Metro JPACT meetings with Congressional and DOT officials, City officials also meet separately with our Congressional representatives and staffs to advise them on Wilsonville-specific issues that have a federal nexus. Over time, the City has found these "one-on-one" meetings with members of Congress and their staff to be important due to turnover in the congressional offices and occasionally a lack of familiarity with Oregon by staff who are from a place other than Oregon. These 'local' issues of federal interest tend to focus on municipal transportation (roads and bike/ped infrastructure) and transit (capital and operations) issues, as well as certain private-sector federal issues that are important to businesses based in Wilsonville.

## **TIMELINE**

JPACT is scheduled to act on the attached Portland Metropolitan Region Federal Legislative Agenda on February 14, with the Metro Council to follow shortly thereafter. The annual regional Metro JPACT trip to Washington, D.C., occurs during the first full week of March.

## **CURRENT YEAR BUDGET IMPACTS**

Impacts to the current year budget from federal transportation policies and project awards are not yet known, and may not occur until calendar year 2014. However, the City did receive an FTA Clean Fuels Grant Program grant award to SMART in the amount of \$1.1 million.

Since 2005, the greater Wilsonville area has benefitted from \$46.9 million in federal transportation funding for road improvements, bike/ped infrastructure and transit capital expenditures. Inclusion of the Creekside Woods affordable housing project raises the total of federal funds investment in or near Wilsonville to \$58.7 million.

## **CITY MANAGER COMMENT**

## **ATTACHMENTS**

- A. Metro Council Resolution No. 13-4412, *Portland Metropolitan Region Federal Legislative Agenda*, February 2013

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF ENDORSING A ) RESOLUTION NO. 13-4412  
REGIONAL POSITION ON FEDERAL )  
TRANSPORTATION POLICY ) Introduced by Councilor Collette

WHEREAS, The Congress enacted a two-year transportation authorization bill in 2012 entitled "Moving Ahead for Progress in the 21<sup>st</sup> Century" (MAP-21); and

WHEREAS, federal transportation legislation is critical to the successful implementation of the region's adopted plans to achieve the six desired outcomes that define a successful region; and

WHEREAS, it will be essential for the region to actively engage in development of legislation as it continues to evolve; and

WHEREAS, on \_\_\_\_\_, 2013 the Joint Policy Advisory Committee on Transportation recommended adoption of this resolution; now therefore

BE IT RESOLVED that the Metro Council endorses a regional position on federal transportation policy as reflected in Exhibit A.

ADOPTED by the Metro Council this [insert date] day of [insert month] 2013.

\_\_\_\_\_  
Tom Hughes, Council President

Approved as to Form:

\_\_\_\_\_  
Alison Kean Campbell, Metro Attorney

## **Portland Metropolitan Region Federal Legislative Agenda**

### **Transportation supports Economic Prosperity, Community Livability and Environmental Quality in the Portland Region**

- The Portland region, including its regional and local governments and transportation service providers, has an ambitious vision for its future development.
- Integration of transportation and land use is a central theme that is essential to the achievement of the region's vision and is reflected in its long-range plans.
- USDOT is an important policy and funding partner in assisting the region to realize its vision and has often acknowledged the Portland region as a model for the country.
- As the US Congress seeks to clarify and focus the federal transportation program, it is important to sustain a strong emphasis on supporting metropolitan areas as the location of the majority of the country's population and economic activity.

### **Investment in Infrastructure = Economic Prosperity**

- Investment in infrastructure, particularly transportation, is critical to the livability and economic success of regions, states and the nation.
- Investment in infrastructure was a successful element of the American Recovery and Reinvestment Act of 2009, producing both short and long-term jobs and contributing to the federal budget. The \$500 million directed to Oregon created or sustained about 6000 jobs.
- The Portland-Milwaukie Light Rail project is currently under construction. Construction is expected to generate 14,500 direct and indirect jobs in the region. TriMet is tracking these jobs; as of January 2013, 4,719 jobs have been generated. To date, more than 343 firms have been hired to work on the project. More than of these 100 firms are Disadvantaged Business Enterprises (DBE) with more than \$75 million under contract. TriMet has aggressively pursued diversity in the project workforce with 23.4 percent of the workforce being people of color and 7.9% being women. The federal government is a 50% partner in the project.
- The Columbia River Crossing project is poised to secure federal grant and loan assistance, which will be leveraged by state resources and tolling to produce significant economic benefits to the region, the states of Oregon and Washington and the nation. Construction is expected to generate nearly 21,000 direct and indirect jobs in the region. Overall net present value of the economic benefits of building the project is \$5.4-7.9 billion. After construction is completed the project is projected to contribute 4,200 added jobs per year to the economy by 2030. The project will facilitate freight access to nearby marine, rail and truck terminals.
- The region has projects with similar benefits ready to compete for discretionary funding such as TIGER or Projects of National Significance.

### **A More Robust Source of Transportation Revenue is Needed**

- As strengthened CAFE standards and increased use of electric vehicles undermine the viability of the gas tax as a long-term revenue source, the “user pays” philosophy will continue to erode and the need for a general fund subsidy to the Highway Trust Fund will continue to grow unless Congress takes action.
- Congress should increase the gas tax in the short term and consider enacting a carbon tax in the long term to eliminate the need for a general fund subsidy and increase investment in the future economic prosperity of regions, states and the nation.
- The gas and oil industry is coming to the conclusion that a stable, rational carbon tax is better than the current patchwork pattern developing globally. As Congress considers development of a carbon tax, recognition of the substantial contribution from the transportation sector must be reflected in the dedication of a portion of this resource back to transportation infrastructure.
- State and local governments, including in Oregon, have stepped up and increased their funding commitments toward transportation. The federal government should respect the partnership and do likewise.
- Oregon has led the country with successful pilot projects for demonstrating a vehicle miles traveled fee as an eventual replacement for the gas tax. The federal government should make a similar commitment by funding large-scale pilot projects in a few states to test technologies and address implementation issues, including privacy concerns and enforcement challenges. These pilots should be aimed at implementing an approach that allows for varying the fee by time of day and location so that it can function as a demand management tool. Once these pilot projects have been completed, the federal government should implement a nationwide program to replace gas taxes with fees based on vehicle miles traveled. The region supports the leadership demonstrated by Congressman Blumenauer to seek legislation directing the Department of the Treasury to develop a VMT fee collection mechanism.

### **Congress Should Begin in 2013 to Act on Infrastructure Investment**

- MAP 21 expires on September 30, 2014. Congressional leaders have indicated a desire to begin working on the next authorization in 2013.
- Even before the transportation committees get to work on reauthorization, there is a potential the revenue committees will begin working on tax reform – both individual and corporate.
- As activity in both of these areas begins, Congress and the Administration should set a target for significant growth in infrastructure investment using traditional and new tax revenue sources and tax incentives as appropriate.

**STAFF REPORT**

IN CONSIDERATION OF RESOLUTION NO. 13-4412 FOR THE PURPOSE OF ENDORSING A REGIONAL POSITION ON FEDERAL TRANSPORTATION POLICY

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Date: February 5, 2013

Prepared by: Andy Cotugno  
xt. 1763

**BACKGROUND**

The region annually produces a position paper that outlines the views of the Metro Council and the Joint Policy Advisory Committee on Transportation (JPACT), a regional body that consists of local elected and appointed officials, on issues concerning transportation funding that are likely to be considered by Congress during the coming year. In the past, the region has adopted a substantial federal authorization position on policy and programmatic changes as well as project earmarking. Last year, after significant delay, Congress enacted a short-term (two year) bill that extended status quo funding levels and no earmarks. In addition, the program structure was revised to consolidate multiple programs into a few broad categories with decision-making delegated to state DOTs and MPOs and new emphasis on performance measures and accountability rather than multiple categories of projects tied to specific funding amounts in specific programs.

This year, while USDOT will undertake significant rulemaking to implement MAP-21, transportation is not likely to be a major focus of attention in Congress. There will, however, be significant attention in Congress to cutting the deficit. As the need for a general fund subsidy to the Highway Trust Fund grows, deficit reduction efforts could create more pressure to generate new transportation revenues. Congress considered the possibility of cutting the program down to the level that can be supported by the Highway Trust Fund as part of MAP-21 development and chose to extend status quo funding levels instead.

Transportation funding faces its own fiscal cliff in 2015. By then, the trust fund is projected to be running a \$13 billion annual deficit, slashing funds to state and local transportation agencies and delaying numerous projects. The main source of highway trust fund revenue (federal taxes on motor fuels) keeps falling as drivers log fewer miles and increasingly opt for more fuel-efficient cars and trucks. Ultimately, Congress must raise new or increased fees and taxes just to avoid decreased revenue due to fuel efficiency and reduced vehicle travel. The gas and diesel taxes have not been increased since 1993. Another option could be to change the tax to a % of motor fuel prices, replacing today's 18.4-cent per gal for gas and 24.4-cent for diesel.

As part of this debate, it will be important for the region to articulate the following basic messages:

1. Transportation supports economic prosperity, community livability and environmental quality in the Portland region
2. Investment in infrastructure = economic prosperity
3. A more robust source of revenue for transportation is needed
4. Congress should begin in 2013 to act on infrastructure investment

The local and regional governments of the Portland metropolitan area and the State of Oregon have worked together for many years to build a prosperous, sustainable and livable region. Here is a summary of current efforts to creatively address a number of significant transportation and community development issues.

## PROJECT CONSTRUCTION AND FINANCING

- **Eastside Streetcar:** The full Eastside Streetcar loop is up and running.
- **Portland-Milwaukie Light Rail:** The Portland-Milwaukie light rail line is under construction and progressing on schedule and on budget.
- **Sellwood Bridge:** After receiving a TIGER grant to complete the funding plan, the Sellwood Bridge is under construction—making two major Willamette River crossings being built at the same time.
- **I-5 Bridge over the Columbia River:** The Columbia River Crossing has a federal Record of Decision and a strong federal rating for New Starts and TIFIA funding, and has initiated the investment grade toll revenue analysis for bond rating purposes. The project is Governor Kitzhaber's highest transportation priority for funding from the 2013 Oregon Legislature with a favorable recommendation from the Legislative Oversight Committee. In addition, it is considering the creation of a Community Enhancement Fund to improve the livability of neighborhoods affected by the project and a Mobility Council to monitor the performance of the project across modes and suggest potential operational improvements. Upon completion of the funding commitments by the Oregon and Washington Legislatures, federal funding commitments will be important to secure.

Support is requested for the Portland metropolitan region's efforts to secure federal funding for construction of a new I-5 bridge between Oregon and Washington, including:

- \$850 million New Starts Grant from the Federal Transit Administration (FTA);
  - Transportation Infrastructure Finance and Innovation Act (TIFIA) loan of up to \$1 billion from the Federal Highway Administration (FHWA);
  - Congressional reauthorization and funding for FHWA Projects of National And Regional Significance, and a \$400 million grant appropriation for the I-5 Bridge Crossing.
- **TIGER projects:** Last year, the region came to Washington, DC with a prioritized list of candidate TIGER projects and a united message about the region's top priority. Due to the competitiveness of the program, the region was not successful but the application of the rigorous TIGER prioritization criteria proved to be a useful undertaking. As suggested by USDOT, the region is now considering funding the top three proposed TIGER projects through the on-going development of the Metropolitan Transportation Improvement Program. Following a significant commitment of funds from the Oregon Jobs and Transportation Act, this would represent the final funding commitment allowing several hundred million dollars of multi-modal transportation investments to proceed in the US 26/Brookwood industrial area near Intel, the Sunrise System in the Clackamas industrial area near United Streetcar and the Troutdale/Reynolds industrial area near FedEx. The region continues to support funding for the highly competitive TIGER program and are confident in applying for highly prioritized regional projects in the future.

## REGIONAL AND CORRIDOR PLANS:

- **East Metro Connections:** The East Metro Connections project has identified and endorsed a single set of priorities for circulation between I-84 and US 26 with a multi-modal agreement linked to accomplishing their land use plan.

- **Southwest Corridor:** Using FTA New Starts Alternative Analysis funding, the Southwest Corridor Study is under way addressing the I-5/Hwy 99W corridor. It is integrating updated local land use plans into a common corridor-wide vision with high capacity transit improvements defined within a multi-modal context and linked to broader community investments.
- **Powell-Division corridor:** The region has initiated an HCT corridor project in the Powell-Division corridor between downtown Portland and Gresham with the expectation to take advantage of the Small Starts and Bus Rapid Transit features of MAP-21.
- **Climate Smart Communities:** The region is developing a plan to reduce carbon emissions from light vehicles to meet state greenhouse gas reduction targets. The region has adapted the state's GreenStep model, which USDOT has adopted for use nationally and has begun to adapt for use in other states and regions. Upon completion, we anticipate providing a model for the country of an approach to meeting land use and transportation objectives while also reducing greenhouse gases.
- **Regional Active Transportation Plan:** The region is nearing completion of an Active Transportation Plan identifying a tiered list of priority projects that will complete the regional spine of a seamless green network of on- and-off street pathways and districts connecting the region and integrating walking, biking and public transit.
- **I-5/Rose Quarter:** ODOT and the City of Portland have developed a joint land use/transportation plan for the Rose Quarter area. This projects envisioned in the plan will help foster redevelopment of the area, improve local street and bicycle/pedestrian connections across I-5, and ease one of the nation's worst freight bottlenecks where I-5, I-405, and I-84 converge.
- **Aloha-Reedville/Tualatin Valley Highway:** The Aloha-Reedville/TV Highway planning process is integrating a HUD Livable Communities planning grant with FHWA funds to address challenging community development and transportation issues in one of the most diverse and low income sections of Washington County.
- **I-5 industrial access:** Washington County, ODOT, Metro, Tualatin and Wilsonville have defined the preferred access route from I-5 into a very significant industrial land base.
- **Oregon Passenger Rail Study:** The region is participating with ODOT in the Oregon Passenger Rail study, which includes addressing the full federal NEPA requirements, to develop improved passenger rail service between Eugene and Washington State as part of the federally designated Pacific Northwest High Speed Rail Corridor. In order to implement conclusions for this corridor, it will be important for Congress to adopt a reauthorization to the Passenger Rail Investment and Improvement Act (PRIIA), especially the High Speed Intercity Passenger Rail account.

#### MAP-21 IMPLEMENTATION:

- **Regional Transportation Plan:** The region has adopted into the Regional Transportation Plan a definition of expected outcomes with performance indicators to track progress. As the USDOT establishes national requirements for performance measures to implement MAP-21, our regional transportation plan can serve as a model for the nation.
- **Regional Safety Plan:** The region has adopted its first ever Regional Safety Plan encompassing the full street and highway system and integrating traditional infrastructure improvement priorities with education and enforcement. As the USDOT implements the Safety program in

MAP-21 with a requirement to comprehensively address the roads, streets and highway system, our regional transportation safety plan can serve as a national model.

- **New Starts/Small Starts:** Capital investments to improve transit are a significant priority for the region. Proposed changes in administrative rules are important to meeting the direction set in MAP-21. It will be important for the Congress to fund the program at the level authorized to ensure projects can be implemented.
- **New Planning Mandates:** MAP-21 includes substantial new MPO planning requirements for which there is a diminishing source of federal planning funds.
- **State of Good Transit Repair:** TriMet is implementing the new MAP-21 requirements linked to funds targeted at maintaining the vehicles and facilities in good repair.
- **Statewide Transportation Improvement Program (STIP):** Under the STIP Enhance category, ODOT is taking advantage of the new federal highway funding structure by providing more flexibility to select multi-modal improvements taking into account regional priorities rather than prioritizing statewide based on modal silos.

#### ANALYSIS/INFORMATION

1. **Known Opposition:** Increasing federal transportation funding is controversial and intertwined with the larger federal budget debate.
2. **Legal Antecedents:** Planning and policy conclusions developed through corridor and area plans must be adopted into the Regional Transportation Plan as a prerequisite for implementation. Federal funding to implement specific projects must be included in the Metropolitan Transportation Improvement Program.
3. **Anticipated Effects:** This action establishes a common regional message to the Oregon Congressional Delegation.
4. **Budget Impacts:** Travel expenses to Washington DC are the primary expense. Federal funds cannot be used for lobbying the federal government.

#### RECOMMENDED ACTION

Recommend adoption of Resolution No. 13-4412.

4. **Budget Impacts** There are no impacts for Metro's current budget. However, Metro must take action to concur with the designation of TriMet and SMART as the Section 5310 fund recipient to enable the allocation of these funds to the region.

**RECOMMENDED ACTION**

Metro staff recommends the approval of Resolution No. 13-4413.

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF ENDORSING A ) RESOLUTION NO. 13-4412  
REGIONAL POSITION ON FEDERAL )  
TRANSPORTATION POLICY ) Introduced by Councilor Collette

WHEREAS, The Congress enacted a two-year transportation authorization bill in 2012 entitled "Moving Ahead for Progress in the 21<sup>st</sup> Century" (MAP-21); and

WHEREAS, federal transportation legislation is critical to the successful implementation of the region's adopted plans to achieve the six desired outcomes that define a successful region; and

WHEREAS, it will be essential for the region to actively engage in development of legislation as it continues to evolve; and

WHEREAS, on February 14, 2013 the Joint Policy Advisory Committee on Transportation recommended adoption of this resolution; now therefore

BE IT RESOLVED that the Metro Council endorses a regional position on federal transportation policy as reflected in Exhibit A.

ADOPTED by the Metro Council this \_\_\_\_\_ day of February 2013.

\_\_\_\_\_  
Tom Hughes, Council President

Approved as to Form:

\_\_\_\_\_  
Alison Kean Campbell, Metro Attorney

*Rec'd  
2/21/13  
work session.*

## Portland Metropolitan Region Federal Legislative Agenda

### Transportation supports Economic Prosperity, Community Livability and Environmental Quality in the Portland Region

- The Portland region, including its regional and local governments and transportation service providers, has an ambitious vision for its future development.
- Integration of transportation and land use is a central theme that is essential to the achievement of the region's vision and is reflected in its long-range plans.
- USDOT is an important policy and funding partner in assisting the region to realize its vision and has often acknowledged the Portland region as a model for the country.
- As the US Congress seeks to clarify and focus the federal transportation program, it is important to sustain a strong emphasis on supporting metropolitan areas as the location of the majority of the country's population and economic activity.

### Investment in Infrastructure = Economic Prosperity

- Investment in infrastructure, particularly transportation, is critical to the livability and economic success of regions, states and the nation.
- Investment in infrastructure was a successful element of the American Recovery and Reinvestment Act of 2009, producing both short and long-term jobs and contributing to the federal budget. The \$500 million directed to Oregon created or sustained about 6000 jobs.
- The Portland-Milwaukie Light Rail project is currently under construction. Construction is expected to generate 14,500 direct and indirect jobs in the region. TriMet is tracking these jobs; as of January 2013, 4,719 jobs have been generated. To date, more than 343 firms have been hired to work on the project. ~~Of the 343 firms hired 105 are Disadvantaged Business Enterprises (DBE) with more than \$75 million under contract. More than of these 100 firms are Disadvantaged Business Enterprises (DBE) with more than \$75 million under contract.~~ TriMet has aggressively pursued diversity in the project workforce with 23.4 percent of the workforce being people of color and 7.9% being women. The federal government is a 50% partner in the project.
- The Columbia River Crossing project is poised to secure federal grant and loan assistance, which will be leveraged by state resources and tolling to produce significant economic benefits to the region, the states of Oregon and Washington and the nation. Construction is expected to generate nearly 21,000 direct and indirect jobs in the region. Overall net present value of the economic benefits of building the project is \$5.4-7.9 billion. After construction is completed the project is projected to contribute 4,200 added jobs per year to the economy by 2030. The project will facilitate freight access to nearby marine, rail and truck terminals.
- The region has projects with similar benefits ready to compete for discretionary funding such as TIGER or Projects of National Significance.

## **A More Robust Source of Transportation Revenue is Needed**

- As strengthened CAFE standards and increased use of electric vehicles undermine the viability of the gas tax as a long-term revenue source, the “user pays” philosophy will continue to erode and the need for a general fund subsidy to the Highway Trust Fund will continue to grow unless Congress takes action.
- Congress should increase the gas tax in the short term and consider enacting a carbon tax in the long term to eliminate the need for a general fund subsidy and increase investment in the future economic prosperity of regions, states and the nation.
- The gas and oil industry is coming to the conclusion that a stable, rational carbon tax is better than the current patchwork pattern developing globally. As Congress considers development of a carbon tax, recognition of the substantial contribution from the transportation sector must be reflected in the dedication of a portion of this resource back to transportation infrastructure. In addition, further efforts should be supported to implement less carbon intensive transportation options including alternative modes to reduce auto travel, increased use of electric and highly fuel efficient vehicles and reduced carbon content of fuels.
- State and local governments, including in Oregon, have stepped up and increased their funding commitments toward transportation. The federal government should respect the partnership and do likewise.
- Oregon has led the country with successful pilot projects for demonstrating a vehicle miles traveled fee as an eventual replacement for the gas tax. The federal government should make a similar commitment by funding large-scale pilot projects in a few states to test technologies and address implementation issues, including privacy concerns and enforcement challenges. These pilots should be aimed at implementing an approach that allows for varying the fee by time of day and location so that it can function as a demand management tool. Once these pilot projects have been completed, the federal government should implement a nationwide program to replace gas taxes with fees based on vehicle miles traveled. The region supports the leadership demonstrated by Congressman Blumenauer to seek legislation directing the Department of the Treasury to develop a VMT fee collection mechanism.

## **Congress Should Begin in 2013 to Act on Infrastructure Investment**

- MAP 21 expires on September 30, 2014. Congressional leaders have indicated a desire to begin working on the next authorization in 2013.
- Even before the transportation committees get to work on reauthorization, there is a potential the revenue committees will begin working on tax reform – both individual and corporate.
- As activity in both of these areas begins, Congress and the Administration should set a target for significant growth in infrastructure investment using traditional and new tax revenue sources and tax incentives as appropriate.

Letter of Request from major Wilsonville Employer to City Requesting City Letter to President Obama and Oregon Congressional delegation on the potential negative impacts of federal government sequestration.

**Rockwell  
Collins**

**Craig S. Olson**  
Senior Director  
Head-up Guidance Systems  
Air Transport Systems  
Commercial Systems  
27300 SW Parkway Avenue  
Wilsonville, OR 97070  
Phone: 503-404-0579  
csolson@rockwellcollins.com

February 18, 2013

Mr. Bryan Cosgrove, City Manager  
City of Wilsonville  
City Hall  
29799 SW Town Center Loop E.  
Wilsonville, OR 97070

Dear Mr. Cosgrove:

I'm writing to urge you to contact President Obama and our congressional delegation to request their immediate action to eliminate the threat that sequestration places on the entire Wilsonville-Portland area, our national security and all Americans.

As the Mayor of Wilsonville, you understand the importance of economic stability for our city, our state and our nation. Sequestration is not only a threat to the future of our nation; it is already impacting us in communities like Wilsonville and throughout the country through cutbacks in our aviation and defense business at Rockwell Collins. If Congress takes no action by March, additional and more significant negative impacts of sequestration will likely take effect.

According to Stephen Fuller, the Director of George Mason University's Center for Regional Analysis, the economic impact of sequestration's indiscriminate cuts would be devastating, with more than two million defense and non-defense jobs at risk across the nation if sequestration is implemented. Even more, we will feel its impact locally, not only with the approximately 500 jobs at Rockwell Collins in Wilsonville, but with the 12,000 jobs at risk in Oregon alone, including more than 5,000 small business jobs. I know you are keenly aware how important the role is that the aerospace and defense industry plays as a driver of our local economy providing income for our residents and businesses.

There is still time for Washington to act. I hope you will take a moment to write a letter to President Obama along with Senators Ron Wyden and Jeff Merkley and Congressman Kurt Schrader asking their support of a balanced, bi-partisan approach to solving our federal government's budgetary issues.

On behalf of our employees deeply troubled by this high impact issue, please accept our thanks in advance for your efforts to bring attention and resolution to this matter.

Respectfully,



Craig Olson, Senior Director  
Head-up Guidance Systems

Enclosure

*Rec'd 2/21/2013*

Sample Letter provided by  
Rockwell Collins

The Honorable \_\_\_\_\_  
Title  
Address  
Street  
State, Zip

Dear (President Obama/Senator/Representative) \_\_\_\_\_:

*regional economic lead com.*

I am writing to urge your immediate action to support legislation that will eliminate the threat that sequestration places on our national security, our local community and all Americans. This threat needs to be remedied, in a balanced, bi-partisan manner, before these negative consequences are triggered.

Sequestration's indiscriminate cuts affect much more than just the defense industry. It will impact other Federal spending as well, rippling through our national economy and hampering other vital government activities, including FAA operations of the national air transportation system, FBI law enforcement, FDA food inspections, NIH medical research, NASA's space exploration program and NOAA's development of new weather satellites. Stephen Fuller, the Director of George Mason University's Center for Regional Analysis, predicts more than two million defense and non-defense jobs are at risk across the nation if sequestration is implemented. Dr. Fuller has predicted that job losses caused by sequestration could result in a nearly 1.5 percent increase to the unemployment rate and a reduction of two-thirds of the nation's projected GDP growth.

In a letter to the U.S. Senate Armed Services Committee on January 14, our nation's Joint Chiefs of Staff wrote:

*"Under the current budgetary uncertainty we are at grave risk of an imposed mismatch between the size of our Nation's military and the funding required to maintain its readiness, which will inevitably lead to a hollow force."*

Force readiness, training, maintenance and repair of systems, acquisition of systems and resources are all at risk. The men and women who risk their lives to provide and preserve our security deserve better.

Also at risk is America's aerospace and defense industrial base – especially smaller and mid-range subcontractors and suppliers of products unique to the industry. The aerospace and defense industry supports more than 3.5 million middle class jobs with more than 30,000 suppliers from all fifty states, including ours. The aerospace and defense industry is an important driver of our economy, providing income for our residents and local businesses.

The aerospace and defense workforce is highly skilled, and our nation leads in global competitiveness. It is comprised of proud, productive and patriotic citizens. Ensuring opportunities for young people to have exciting and well-paying careers will keep the industry – and our communities – strong in the future. Sequestration is already degrading the industry's ability to attract and retain these young, highly trained and skilled workers. They are vital to our industry, our national security and the economic health of our communities.

On behalf of our constituents and businesses deeply troubled by this high impact issue, please accept our thanks in advance for your efforts to bring attention and resolution to this matter. Allowing sequestration to occur as currently planned is neither responsible nor is it strategic.

Sincerely,

**DRAFT LETTER**



29799 SW Town Center Loop East  
Wilsonville, OR 97070  
Phone 503-682-0411  
Fax 503-682-1015  
TDD 503-682-0843  
Web www.ci.wilsonville.or.us

February 21, 2013

The Honorable \_\_\_\_\_  
Title  
Address  
Washington, DC 205xx

**RE: Federal Sequestration and Negative Economic Impacts Locally**

Dear (President Obama/Senator/Representative):

On behalf of the Wilsonville City Council and the greater community, I am writing to urge your immediate action to support legislation that will eliminate the threat that Sequestration places on our national security, regional economy and local community. This threat needs to be remedied, in a balanced, bi-partisan manner, before these negative consequences are triggered.

Sequestration's indiscriminate cuts affect much more than just the defense industry. Sequestration will impact other federal government spending as well, rippling through our national economy and hampering other vital government activities, including FAA operations of the national air transportation system, FBI law enforcement, FDA food inspections, NIH medical research, NASA's space exploration program and NOAA's development of new weather satellites. Economists predict that more than two million defense and non-defense jobs are at risk across the nation if sequestration is implemented. Dr. Fuller has predicted that job losses caused by sequestration could result in a nearly 1.5 percent increase to the unemployment rate and a reduction of two-thirds of the nation's projected GDP growth.

Also at risk is America's aerospace, high-tech and defense industrial base – especially smaller and mid-range subcontractors and suppliers of products. These industries support more than 3.5 million middle class jobs with more than 30,000 suppliers from all 50 states, including ours. The aerospace, high-tech and defense industries are an important driver of our economy, providing jobs for our residents and income for our local businesses.

The aerospace, high-tech and defense workforce is highly skilled, and our nation leads in global competitiveness. Ensuring opportunities for young people to have exciting and well-paying careers will keep the industry – and our communities – strong in the future. Sequestration is already degrading these employers' ability to attract and retain highly trained and skilled workers. They are vital to our industry, our national security and the economic health of our communities.

In Wilsonville, over 4,000 private-sector jobs are at some degree of risk, including at least 20 companies the City has identified that conduct business with one or more branches of the federal government. Some of Wilsonville's—and the Portland metro area's—largest employers could be impacted, including: Xerox (1,351 FTE), Mentor Graphics (1,019 FTE), Rockwell Collins Head-Up Guidance Systems (491), and FLIR Systems, Inc. (375 FTE). Other Wilsonville employers that could be impacted by Sequestration include Apcon, Inc., Athena Precision Industries, Crimson Trace, Evergreen Energy, Gillespie Graphics, Industrial Gasket, Inc., Kinetics Climax, Inc., Lone Wolf Knives, Machine Sciences Corporation, Oldcastle Precast, Inc., Peregrine Power LLC, Process Tube Systems, Inc., SAM Medical Products, Saylor Custom Controls, Inc., Technocom, Inc., Theia Technologies, and Vision Plastics, Inc.

On behalf of our constituents and businesses deeply troubled by this high-impact issue, please accept our thanks in advance for your efforts to bring attention and resolution to this matter. Allowing sequestration to occur as currently planned is neither responsible nor a strategic method to reduce the federal budget.

Sincerely,

Tim Knapp, Mayor

# **CITY COUNCIL ROLLING SCHEDULE**

## **Board and Commission Meetings 2013**

### **FEBRUARY**

DATE	DAY	TIME	MEETING	LOCATION
2/13	Wednesday	6 p.m.	Planning Commission	Council Chambers
2/18	Monday		Presidents Day -- City offices closed	
2/20	Wednesday	6 p.m.	Joint meeting with West Linn/Wv School District & West Linn City Council	Willamette River Rooms I & II
2/21	Thursday	7 p.m.	City Council Meeting	Council Chambers
2/25	Monday	6:30 p.m.	DRB Panel B	Council Chambers
2/27	Wednesday	6:30 p.m.	Library Board	Library

#### **COMMUNITY EVENTS:**

##### ***COMMUNITY CENTER GRAND REOPENING***

Thursday – February 14 – 10:30 a.m. to Noon  
 Tour the updated kitchen and multi-purpose rooms  
 Hors d' oeuvres served



##### ***DADDY DAUGHTER LUAU***

Friday – February 22 -- 7 p.m. to 9 p.m.  
 Wilsonville Community Center.  
 Tickets are \$8 per person. Register early, space is limited

##### ***VOLUNTEER PLANTING EVENT – MEMORIAL PARK – FOREST SHELTER***

Saturday - February 23, 2013 8:45 a.m. to 1 p.m.  
 The Friends of Trees crew leaders will guide small groups of volunteers. Dress appropriately for the weather conditions. Tools and snacks provided. Contact Andy or Jenny at 503-595-0213

##### ***SMART & City Fleet Operations Center***

*Public Dedication and Open House*  
 Tuesday - February 26 – 5 to 7 p.m.  
 28879 SW Boberg Rd  
 Ribbon Cutting Ceremony and Facility Tours

**CITY COUNCIL MEETING  
STAFF REPORT**

<b>Meeting Date:</b> February 21, 2013	<b>Subject: Resolution No. 2397</b>  Acquisition of easements necessary for the Autumn Park sewer line replacement project (CIP #2091)  <b>Staff Member:</b> Kristin Retherford <b>Department:</b> Community Development
<b>Action Required</b>	<b>Advisory Board/Commission Recommendation</b>
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda	<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable  <b>Comments:</b>  
<b>Staff Recommendation:</b> Staff recommends Council adopt the accompanying resolution to authorize the acquisition easements to complete the Autumn Park sewer line replacement project.	
<b>Recommended Language for Motion:</b> I move to approve Resolution No. 2397.	
<b>PROJECT / ISSUE RELATES TO:</b> <i>[Identify which goal(s), master plans(s) issue relates to.]</i>	
<input checked="" type="checkbox"/> Council Goals/Priorities Council Goal B "Ensure efficient, cost-effective and sustainable development and infrastructure.	<input type="checkbox"/> Adopted Master Plan(s)
<input type="checkbox"/> Not Applicable	

**ISSUE BEFORE COUNCIL:**

Staff is seeking Council authorization to acquire two permanent easements and five temporary construction easements necessary for the Autumn Park sewer line replacement project, which is

Capital Improvement Project #2091 in the City's 2012/13 Adopted Budget.

**EXECUTIVE SUMMARY:**

The City's waste water collection system maintenance history indicate that the existing 8-inch diameter sanitary sewer line is undersized in SW Willamette Way East and through the Autumn Park Apartments property and needs to be replaced. This replacement project is included in the City's 2012/13 Adopted Budget as project #2091 and will be funded from sewer operating revenues. The project will correct failing infrastructure by installing 450 feet of new 12-inch sanitary sewer pipe on SW Willamette Way East and approximately 1,250 feet of 12-inch pipe, manholes and a clean out to replace the line that passes through the Autumn Park Apartment property.

In order to construct these improvements, the City needs to acquire two permanent sanitary sewer easements and five temporary construction easements on the Autumn Park Apartments property. Construction is expected to occur in the summer of 2013 or as soon as the necessary property rights have been obtained and a construction contract has been awarded.

**EXPECTED RESULTS:**

City staff expects to have appraisals completed by early April and have offers extended to the property owners by mid-April, with construction to begin shortly after acquisitions are complete.

**TIMELINE:**

Appraisal activities and outreach to property owners will begin in February 2013. Offers will be made in mid-April after appraisals have been completed. Acquisitions are expected to be finalized by the end of May of 2013 unless condemnation becomes necessary.

**CURRENT YEAR BUDGET IMPACTS:**

This project is in the FY 2012-13 Budget with funds coming from sewer operating revenues. This project is expected continue into fiscal year 2013/14 and will be presented in the proposed 2013/14 Capital Improvement Budget.

**FINANCIAL REVIEW / COMMENTS:** *[Item must be sent to Finance for review.]*

Reviewed by: \_\_\_\_\_JEO\_\_\_\_\_ Date: \_\_\_\_\_2-10-13\_\_\_\_\_

Appropriation to acquire the easements is available current year budget.

**LEGAL REVIEW / COMMENT:** *[Item must be sent to City Attorney for review.]*

Reviewed by: \_\_\_\_\_MEK\_\_\_\_\_ Date: \_\_\_\_\_2/6/13\_\_\_\_\_

Resolution approved as to form.

**COMMUNITY INVOLVEMENT PROCESS:** N/A/

**POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY** (businesses, neighborhoods, protected and other groups):

This project will replace failing sanitary sewer lines to preserve community health and welfare.

**ALTERNATIVES:**

N/A

**CITY MANAGER COMMENT:**

**ATTACHMENTS**

A. Resolution No. 2397

**RESOLUTION NO. 2397**

**A RESOLUTION OF THE CITY OF WILSONVILLE AUTHORIZING ACQUISITION OF PROPERTY INTERESTS RELATED TO THE AUTUMN PARK SEWER LINE REPLACEMENT PROJECT.**

WHEREAS, The City's waste water collection system maintenance history indicates that the existing 8-inch diameter sanitary sewer line is undersized in SW Willamette Way East and through the Autumn Park Apartments property and needs to be replaced.

WHEREAS, the Autumn Park sewer line replacement project will correct failing infrastructure by installing 450 feet of new 12-inch sanitary sewer pipe on SW Willamette Way East and approximately 1,250 feet of 12-inch pipe, manholes and a clean out to replace the line that passes through the Autumn Park Apartment property; and

WHEREAS, this project is included in the City of Wilsonville 2012/13 approved budget as project #2091; and

WHEREAS, in order to construct these improvements the City needs to acquire two permanent sanitary sewer easements and five temporary construction easements from the Autumn Park Apartments property; and

WHEREAS, these easements are described in legal descriptions attached hereto and fully incorporated herein as Exhibits A, B, C, D, E, F & G; and

WHEREAS, construction is scheduled to occur in the summer of 2013 or as soon as the necessary property rights have been obtained and a construction contract has been awarded; and

WHEREAS, this project is currently estimated to cost \$304,000 with funding to be provided from the City's Sewer Operating Fund and split between Fiscal Years 2012/13 and 2013/14; and

WHEREAS, the City acquires real property in accordance with guidelines set forth in its Urban Renewal Agency's adopted "*Appraisal and Acquisition Policies*"; and

WHEREAS, in comparing the cost amount for the aforementioned construction and the property interest along with the existing use of the subject property, the alternative presented herein reflects the least amount of private property interest to ensure safe, efficient and adequate public improvements; and

WHEREAS, title to the acquired property interest shall vest directly in the name of the City of Wilsonville in order to provide for necessary care, maintenance and public safety authority.

NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

1. There is needed and required for the public purpose of providing needed public improvements the acquisition of real property interest as described on the attached Exhibits A, B, C, D, E, F & G, incorporated herein by this reference.
2. The property interest is acquired as a result of the aforementioned public improvements, and the improvements have been planned and located in a manner most compatible with the greatest public good and the least private injury.
3. City staff and attorneys are authorized and directed to negotiate with the owners of the real property herein described as to the compensation to be paid for the acquisition of the property including but not limited to, obtaining a negotiated right-of-entry to begin construction while negotiating full acquisition and, in the event agreement cannot be reached, then to commence and prosecute to final determination such condemnation proceedings as may be necessary to acquire the real property or property interest.
4. Upon trial of and action of condemnation, the attorneys for the City are authorized to make such stipulation, agreement or admission as in their judgment may be in the best interests of the City.
5. City staff anticipates it will acquire the above-described property in the spring of 2013.
6. Title to the acquired property shall vest directly in the name of the City of Wilsonville.
7. This resolution is effective upon adoption.

ADOPTED by the City Council of the City of Wilsonville at a special meeting thereof this 21st day of February, 2013, and filed with the Wilsonville City Recorder this date.

---

TIM KNAPP, MAYOR

ATTEST:

---

Sandra C. King, MMC, City Recorder

SUMMARY OF VOTES:

Mayor Knapp

Councilor Goddard

Councilor Starr

Councilor Fitzgerald

Councilor Stevens

Attachments:

Exhibit A

Exhibit B

Exhibit C

Exhibit D

Exhibit E

Exhibit F

Exhibit G

**EXHIBIT A****ENGINEERING PLANNING  
FORESTRY**

13910 S.W. Galbreath Dr., Suite 100  
 Sherwood, Oregon 97140  
 Phone: (503) 925-8799  
 Fax: (503) 925-8969

**LANDSCAPE ARCHITECTURE  
SURVEYING**

AKS Group of Companies:  
 SHERWOOD, OREGON  
 SALEM, OREGON  
 VANCOUVER, WASHINGTON  
[www.aks-eng.com](http://www.aks-eng.com)

**LEGAL DESCRIPTION***Sanitary Sewer Easement*

*Autumn Park Apartments Sanitary Sewer Replacement CIP No. 2091  
 Tax Map 3S 1W 22ACSI, Tax Lot 13400*

Real property being a tract of land situated in the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon and being more particularly described as follows:

Beginning at the northwest corner of Tract 'A' of the Plat of "Morey's Landing", being a point on the southerly right-of-way line of Wilsonville Road (39.00 feet from centerline); thence along said southerly right-of-way line South 54°23'09" West 241.53 feet to the **True Point of Beginning**; thence South 16°04'48" West 166.85 feet to a point; thence South 19°59'56" East 180.93 feet to a point; thence South 00°45'34" West 159.05 feet to a point; thence South 70°08'09" West 99.86 feet to a point; thence South 43°33'53" West 147.74 feet to a point; thence South 66°23'39" West 477.93 feet to a point on the easterly right-of-way line of Willamette Way East (25.00 feet from centerline); thence along said easterly right-of-way line North 09°08'45" West 15.49 feet to a point from which a 5/8 inch iron rod at the most westerly northwest corner of Document Number 2004-088866 bears North 09°08'45" West 58.24 feet; thence North 66°23'39" East 471.04 feet to a point; thence North 43°33'53" East 148.26 feet to a point; thence North 70°08'09" East 93.02 feet to a point; thence North 00°45'34" East 145.92 feet to a point; thence North 19°59'56" West 183.07 feet to a point; thence North 16°04'48" East 152.74 feet to a point on the southerly right-of-way line of Wilsonville Road (39.00 feet from centerline); thence along said southerly right-of-way line North 54°23'09" East 24.20 feet to the **True Point of Beginning**.

The above described tract of land contains 18,200 square feet, more or less.

Property Vested in:

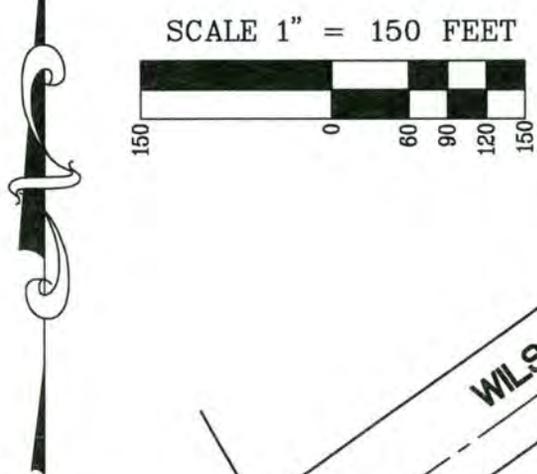
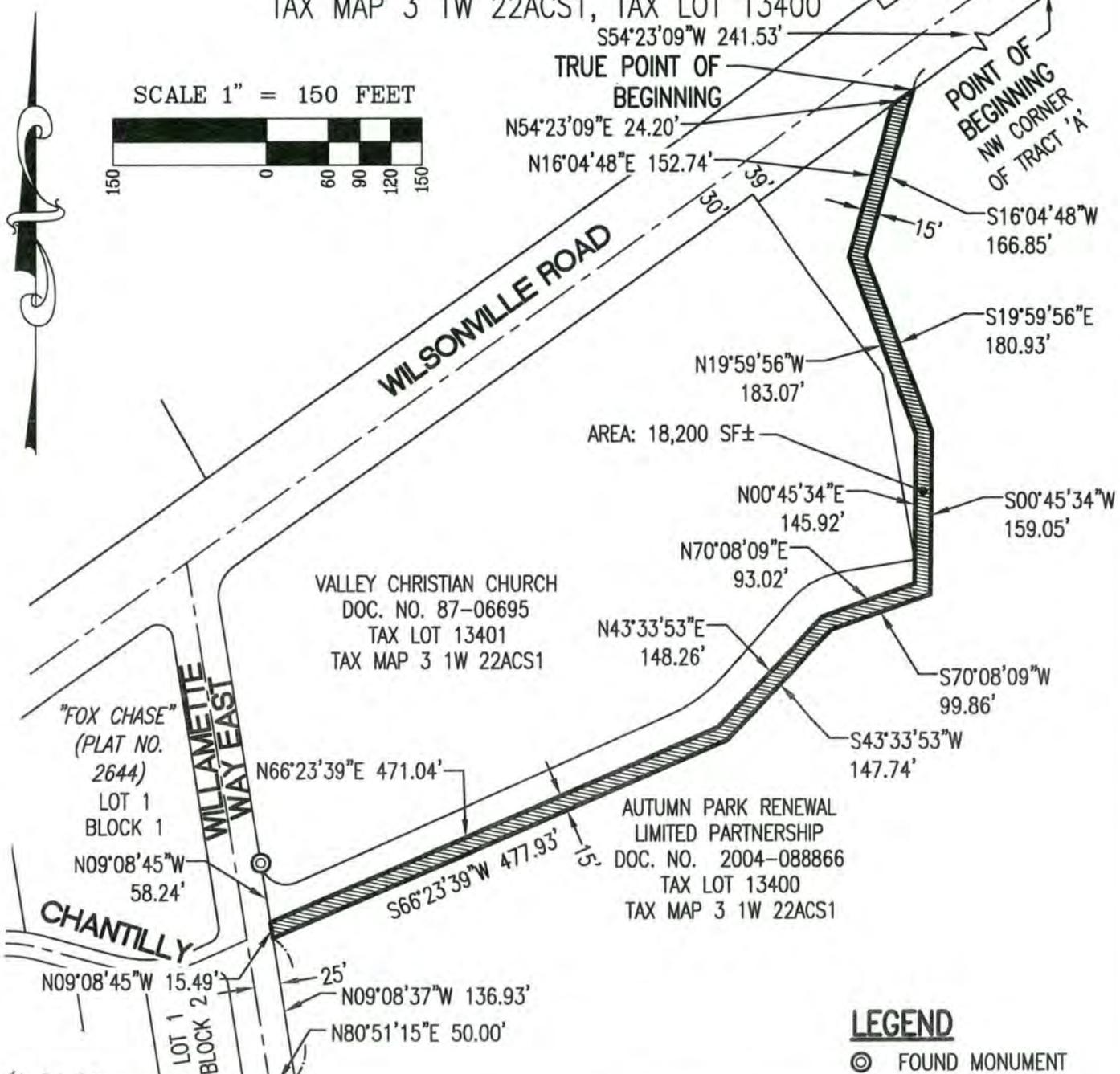
*Autumn Park Renewal Limited Partnership  
 Tax Map 3 IW 22ACSI, Tax Lot 13400*



# EXHIBIT B LEGAL MAP

## SANITARY SEWER EASEMENT

AUTUMN PARK APARTMENTS SANITARY SEWER REPLACEMENT CIP NO. 2091  
TAX MAP 3 1W 22ACS1, TAX LOT 13400



VALLEY CHRISTIAN CHURCH  
DOC. NO. 87-06695  
TAX LOT 13401  
TAX MAP 3 1W 22ACS1

"FOX CHASE"  
(PLAT NO. 2644)  
LOT 1  
BLOCK 1

AUTUMN PARK RENEWAL  
LIMITED PARTNERSHIP  
DOC. NO. 2004-088866  
TAX LOT 13400  
TAX MAP 3 1W 22ACS1

### LEGEND

⊙ FOUND MONUMENT

REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

*Nick White*  
OREGON  
JANUARY 9, 2007  
NICK WHITE  
70652LS  
RENEWS: 6/30/14

JOB NAME: AUTUMN PARK APT.
JOB NUMBER: 3215
DRAWN BY: MSK
CHECKED BY: NSW
DWG NO.: 3215SAN ESMT

ENGINEERING • PLANNING • LANDSCAPE ARCHITECTURE  
FORESTRY • SURVEYING

LICENSED IN OR & WA

**AKS**  
ENGINEERING & FORESTRY

13910 SW GALBREATH  
DRIVE, SUITE 100  
SHERWOOD, OR 97140  
PHONE: (503) 925-8799  
FAX: (503) 925-8969

OFFICES LOCATED IN SALEM, OR & VANCOUVER, WA

# EXHIBIT A

**ENGINEERING PLANNING  
FORESTRY**

13910 S.W. Galbreath Dr., Suite 100  
Sherwood, Oregon 97140  
Phone: (503) 925-8799  
Fax: (503) 925-8969



**LANDSCAPE ARCHITECTURE  
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SALEM, OREGON  
VANCOUVER, WASHINGTON  
[www.aks-eng.com](http://www.aks-eng.com)

## LEGAL DESCRIPTION

*Sanitary Sewer Easement*

*Autumn Park Apartments Sanitary Sewer Replacement CIP No. 2091*

*Tax Map 3S 1W 22AC51, Tax Lot 13400*

Real property being a tract of land situated in the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon and being more particularly described as follows:

Beginning at a 5/8 inch iron rod at the easterly southeast corner of Lot 1, Block 2 of the Plat "Fox Chase", being a point on the westerly right-of-way line of Willamette Way East (25.00 feet from centerline), thence North 80°51'15" East 50.00 feet to a point on the easterly right-of-way line of Willamette Way East (25.00 feet from centerline); thence along said easterly right-of-way line North 09°08'45" West 152.42 feet to a point, from which a 5/8 inch iron rod at the most westerly northwest corner of Document Number 2004-088866 bears North 09°08'45" West 58.24 feet; thence North 66°23'39" East 243.59 feet to the **True Point of Beginning**; thence North 18°56'15" West 7.52 feet to a point on the southerly line of a 15.00 foot wide sanitary sewer easement per Document number 88-21256; thence along said southerly line North 66°23'39" East 15.05 feet to a point; thence South 18°56'15" East 7.52 feet to a point; thence South 66°23'39" West 15.05 feet to the **True Point of Beginning**.

The above described tract of land contains 113 square feet, more or less.

Propoerty Vested in:

*Autumn Park Renewal Limited Partnership  
Tax Map 3 1W 22AC51, Tax Lot 13400*

01-31-13

**REGISTERED  
PROFESSIONAL  
LAND SURVEYOR**

**OREGON  
JANUARY 9, 2007  
NICK WHITE  
70652LS**

**RENEWS: 6/30/14**

# EXHIBIT B

## LEGAL MAP

### SANITARY SEWER EASEMENT

AUTUMN PARK APARTMENTS SANITARY SEWER REPLACEMENT CIP NO. 2091

TAX MAP 3 1W 22ACS1, TAX LOT 13400

VALLEY CHRISTIAN CHURCH  
DOC. NO.  
87-06695  
TAX LOT 13401  
TAX MAP 3 1W 22ACS1

EXISTING 15' SANITARY  
SEWER EASEMENT PER  
DOC. NO. 88-21256

N66°23'39"E 15.05'  
N18°56'15"W 7.52'

S18°56'15"E  
7.52'

S66°23'39"W  
15.05'

N66°23'39"E 243.59'

TRUE POINT OF  
BEGINNING

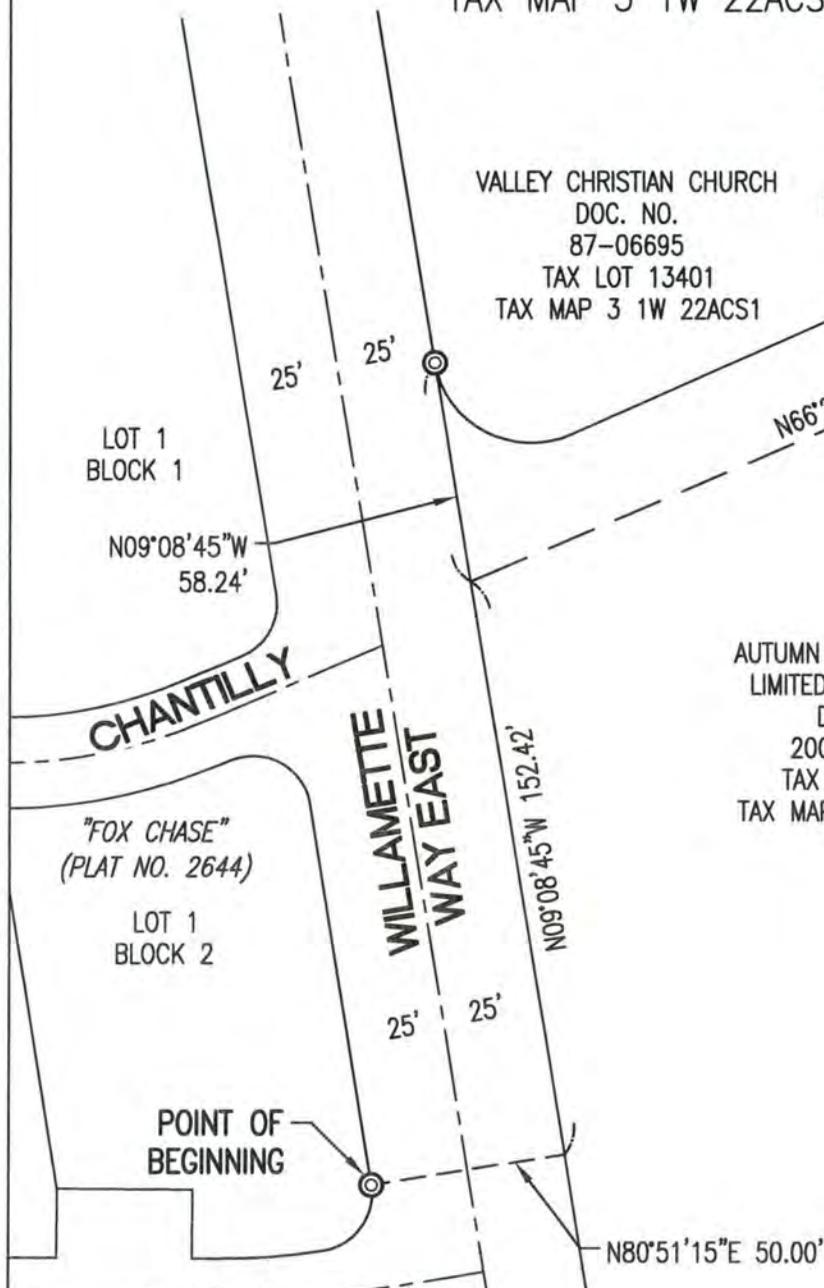
AREA: 113 SF±

AUTUMN PARK RENEWAL  
LIMITED PARTNERSHIP  
DOC. NO.  
2004-088866  
TAX LOT 13400  
TAX MAP 3 1W 22ACS1

### LEGEND

⊙ FOUND MONUMENT

SCALE 1" = 50 FEET



01-31-13

REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

*Nick White*  
OREGON  
JANUARY 9, 2007  
NICK WHITE  
70652LS

RENEWS: 6/30/14

JOB NAME: AUTUMN PARK APT.
JOB NUMBER: 3215
DRAWN BY: MSK
CHECKED BY: NSW
DWG NO.: 3215SAN ESMT

ENGINEERING • PLANNING • LANDSCAPE ARCHITECTURE  
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LICENSED IN OR & WA  
13910 SW GALBREATH  
DRIVE, SUITE 100  
SHERWOOD, OR 97140  
PHONE: (503) 925-8799  
FAX: (503) 925-8969

OFFICES LOCATED IN SALEM, OR & VANCOUVER, WA

# EXHIBIT A

**ENGINEERING      PLANNING  
                                 FORESTRY**

13910 S.W. Galbreath Dr., Suite 100  
Sherwood, Oregon 97140  
Phone: (503) 925-8799  
Fax: (503) 925-8969  
AKS Job No. 3215



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VANCOUVER, WASHINGTON  
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## LEGAL DESCRIPTION

*Temporary Construction Easement*

*Autumn Park Apartments Sanitary Sewer Replacement CIP No. 2091*

*Tax Map 3 1W 22AC51, Tax Lot 13400*

Real property being a tract of land situated in the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon and being more particularly described as follows:

Beginning at the northwest corner of Tract 'A' of the Plat of "Morey's Landing", thence along the west line of said Tract 'A', South 04°44'25" East 362.65 feet to a point; thence South 85°15'35" West 82.87 feet to a point on the east line of a 15 foot wide waterline easement per Document Number 88-24527 and the **True Point of Beginning**; thence South 38°13'32" East 77.16 feet to a point; thence South 01°15'16" East 59.21 feet to a point; thence South 21°55'33" West 45.33 feet to a point; thence South 41°46'19" West 95.67 feet to a point on the northerly line of a 15 foot wide sanitary sewer easement per Document Number 88-24526; thence along said northerly line, South 80°27'48" West 31.99 feet to a point; thence leaving said northerly line, North 41°46'19" East 117.14 feet to a point; thence North 21°55'33" East 37.73 feet to a point; thence North 01°15'16" West 48.42 feet to a point; thence North 38°13'32" West 38.09 feet to a point on the easterly line of said 15 foot wide waterline easement; thence along said easterly line, North 06°31'26" West 38.06 feet to the **True Point of Beginning**.

The above described tract of land contains 5,188 square feet, more or less.

Property Vested In:

*Autumn Park Renewal Limited Partnership  
Tax Map 3 1W 22AC51, Tax Lot 13400*

01-31-13  
REGISTERED  
PROFESSIONAL  
LAND SURVEYOR  
*R. D. Rettig*  
OREGON  
JANUARY 11, 2005  
ROBERT D. RETTIG  
60124LS  
RENEWS: 12/31/14

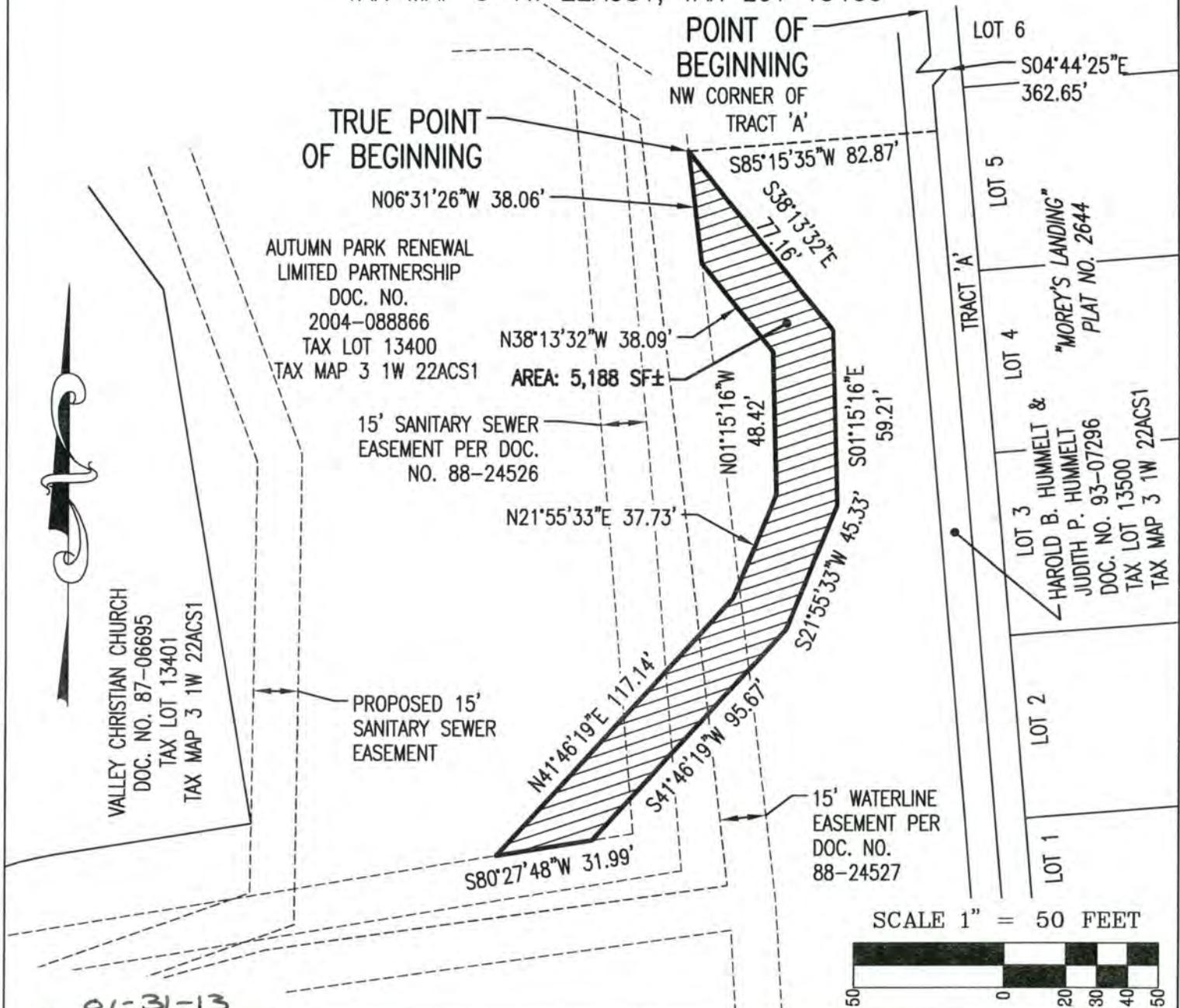
# EXHIBIT B

## LEGAL MAP

### TEMPORARY CONSTRUCTION EASEMENT

#### AUTUMN PARK APARTMENTS SANITARY SEWER REPLACEMENT CIP NO. 2091

#### TAX MAP 3 1W 22ACS1, TAX LOT 13400



01-31-13  
**REGISTERED PROFESSIONAL LAND SURVEYOR**

*[Signature]*  
**OREGON**  
 JANUARY 11, 2005  
 ROBERT D. RETTIG  
 60124LS  
 RENEWS: 12/31/14

JOB NAME: AUTUMN PARK APT.
JOB NUMBER: 3215
DRAWN BY: MSK
CHECKED BY: RDR
DWG NO.: 3215SAN ESMT

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 SHERWOOD, OR 97140  
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 FAX: (503) 925-8969

OFFICES LOCATED IN SALEM, OR & VANCOUVER, WA

# EXHIBIT A

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                         FORESTRY**

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Fax: (503) 925-8969  
AKS Job No. 3215



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## LEGAL DESCRIPTION

*Temporary Construction Easement*

*Autumn Park Apartments Sanitary Sewer Replacement CIP No. 2091*

*Tax Map 3 1W 22AC51, Tax Lot 13400*

Real property being a tract of land situated in the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon and being more particularly described as follows:

Beginning at the northwest corner of Tract 'A' of the Plat of "Morey's Landing", thence along the southeasterly right-of-way line of Wilsonville Road (39.00 feet from centerline) South 54°23'09" West 241.53 feet to a point on the easterly line of a 15 foot wide sanitary sewer easement; thence along said easterly line, South 16°04'48" West 50.98 feet to the **True Point of Beginning**; thence South 51°01'17" East 197.37 feet to a point; thence South 38°58'43" West 20.00 feet to a point; thence North 51°01'17" West 188.92 feet to a point on said easterly easement line; thence along said easterly line, North 16°04'48" East 21.71 feet to the **True Point of Beginning**.

The above described tract of land contains 3,863 square feet, more or less.

Property Vested In:

*Autumn Park Renewal Limited Partnership  
Tax Map 3 1W 22AC51, Tax Lot 13400*

01-31-13  
REGISTERED  
PROFESSIONAL  
LAND SURVEYOR  
*RDR*  
OREGON  
JANUARY 11, 2005  
ROBERT D. RETTIG  
60124LS  
RENEWS: 12/31/14

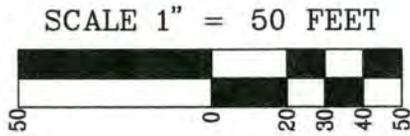
# EXHIBIT B

## LEGAL MAP

### TEMPORARY CONSTRUCTION EASEMENT

AUTUMN PARK APARTMENTS SANITARY SEWER REPLACEMENT CIP NO. 2091

TAX MAP 3 1W 22ACS1, TAX LOT 13400



WILSONVILLE ROAD

S54°23'09"W 241.53'

POINT OF BEGINNING  
NW CORNER OF TRACT 'A'

HAROLD B. HUMMELT &  
JUDITH P. HUMMELT  
DOC. NO. 93-07296  
TAX LOT 13500  
TAX MAP 3 1W 22ACS1

TRUE POINT OF BEGINNING

AUTUMN PARK RENEWAL LIMITED PARTNERSHIP  
DOC. NO. 2004-088866  
TAX LOT 13400  
TAX MAP 3 1W 22ACS1

N16°04'48"E 21.71'

PROPOSED 15' SANITARY SEWER EASEMENT

VALLEY CHRISTIAN CHURCH  
DOC. NO. 87-06695  
TAX LOT 13401  
TAX MAP 3 1W 22ACS1

S51°01'17"E 197.37'  
N51°01'17"W 188.92'

AREA: 3,863 SF±

S38°58'43"W 20.00'

TRACT 'A'

"MOREY'S LANDING"  
PLAT NO. 2644

LOT 9

LOT 8

01-31-13

REGISTERED PROFESSIONAL LAND SURVEYOR

OREGON  
JANUARY 11, 2005  
ROBERT D. RETTIG  
60124LS

RENEWS: 12/31/14

JOB NAME: AUTUMN PARK APT.

JOB NUMBER: 3215

DRAWN BY: MSK

CHECKED BY: RDR

DWG NO.: 3215SAN ESMT

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OFFICES LOCATED IN SALEM, OR & VANCOUVER, WA

# EXHIBIT A

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AKS Job No. 3215



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## LEGAL DESCRIPTION

*Temporary Construction Easement*

*Autumn Park Apartments Sanitary Sewer Replacement CIP No. 2091*

*Tax Map 3 1W 22AC51, Tax Lot 13400*

Real property being a tract of land situated in the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon and being more particularly described as follows:

Beginning at the northwest corner of Tract 'A' of the Plat of "Morey's Landing", thence along the southeasterly right-of-way line of Wilsonville Road (39.00 feet from centerline) South 54°23'09" West 241.53 feet to a point on the easterly line of a 15 foot wide sanitary sewer easement; thence along said easterly line South 16°04'48" West 79.77 feet to the **True Point of Beginning**; thence South 00°33'38" West 46.68 feet to a point; thence North 89°26'22" West 12.96 feet to a point on said easterly line; thence along said easterly line, North 16°04'48" East 48.44 feet to the **True Point of Beginning**.

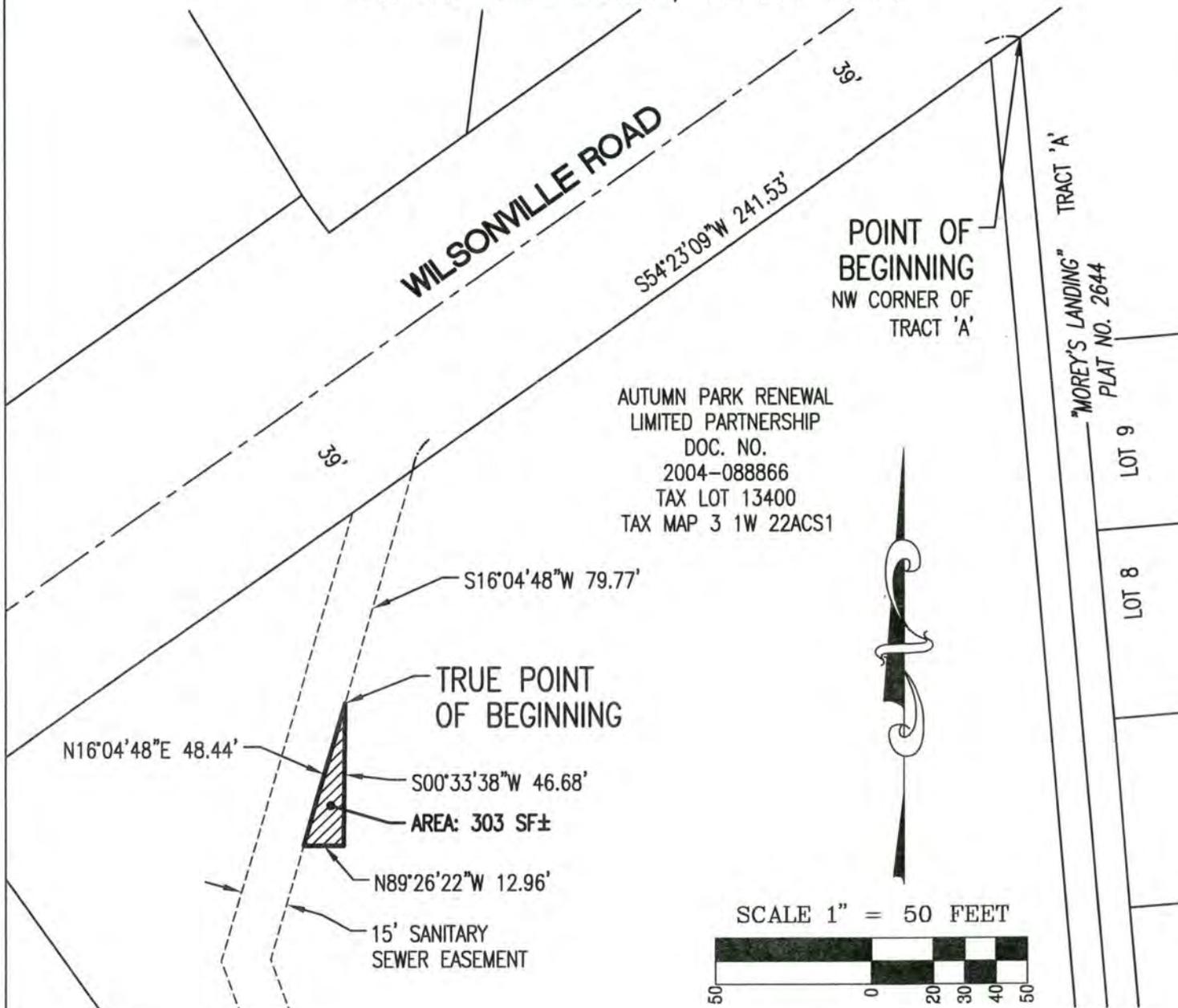
The above described tract of land contains 303 square feet, more or less.

Property Vested In:

*Autumn Park Renewal Limited Partnership  
Tax Map 3 1W 22AC51, Tax Lot 13400*

01-31-13  
REGISTERED  
PROFESSIONAL  
LAND SURVEYOR  
*Robert D. Rettig*  
OREGON  
JANUARY 11, 2005  
ROBERT D. RETTIG  
60124LS  
RENEWS: 12/31/14

**EXHIBIT B**  
**LEGAL MAP**  
**TEMPORARY CONSTRUCTION EASEMENT**  
**AUTUMN PARK APARTMENTS SANITARY SEWER REPLACEMENT CIP NO. 2091**  
**TAX MAP 3 1W 22ACS1, TAX LOT 13400**



01-31-13

**REGISTERED PROFESSIONAL LAND SURVEYOR**

*RDR*

**OREGON**  
**JANUARY 11, 2005**  
**ROBERT D. RETTIG**  
**60124LS**

RENEWS: 12/31/14

JOB NAME: AUTUMN PARK APT.
JOB NUMBER: 3215
DRAWN BY: MSK
CHECKED BY: RDR
DWG NO.: 3215SAN ESMT

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**EXHIBIT A****ENGINEERING PLANNING  
FORESTRY**

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 Fax: (503) 925-8969  
 AKS Job No. 3215

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**LEGAL DESCRIPTION***Temporary Construction Easement*

*Autumn Park Apartments Sanitary Sewer Replacement CIP No. 2091*

*Tax Map 3 1W 22AC51, Tax Lot 13400*

Real property being a tract of land situated in the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon and being more particularly described as follows:

Beginning at the northwest corner of Tract 'A' of the Plat of "Morey's Landing", thence along the west line of said Tract 'A', South 04°44'25" East 561.73 feet to a point; thence South 85°15'35" West 10.00 feet to a point on the east line of Document Number 2004-088866 and the **True Point of Beginning**; thence along said east line, South 04°44'25" East 19.08 feet to a point; thence South 39°41'40" West 33.99 feet to a point; thence North 50°26'48" West 20.00 feet to a point; thence North 39°41'40" East 12.17 feet to a point; thence North 50°26'48" West 7.72 feet to a point; thence North 12°59'19" West 26.07 feet to a point; thence North 49°49'46" West 116.29 feet to a point; thence South 89°04'55" West 83.82 feet to a point; thence South 00°45'34" West 61.42 feet to a point; thence North 89°14'26" West 5.00 feet to a point on the easterly line of a 15 foot wide sanitary sewer easement; thence along said easterly line North 00°45'34" East 70.09 feet to a point; thence North 19°59'56" West 82.58 feet to a point; thence leaving said easterly line, North 70°00'04" East 5.00 feet to a point; thence South 19°59'56" East 72.47 feet to a point; thence North 89°04'55" East 94.64 feet to a point; thence South 49°49'46" East 158.71 feet to the **True Point of Beginning**.

The above described tract of land contains 6,644 square feet, more or less.

Property Vested In:

*Autumn Park Renewal Limited Partnership*  
*Tax Map 3 1W 22AC51, Tax Lot 13400*



# EXHIBIT B

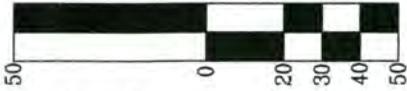
## LEGAL MAP

### TEMPORARY CONSTRUCTION EASEMENT

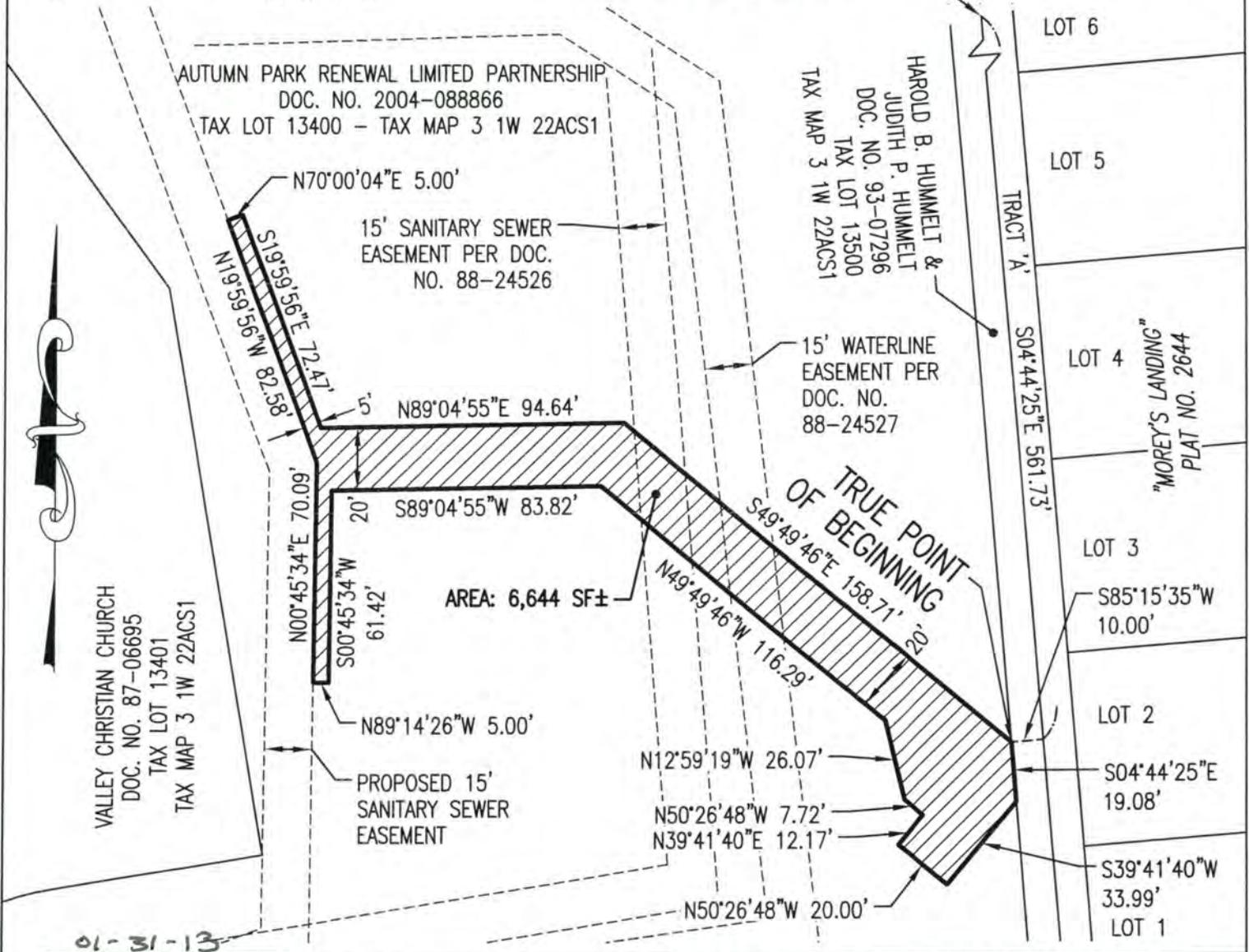
AUTUMN PARK APARTMENTS SANITARY SEWER REPLACEMENT CIP NO. 2091

TAX MAP 3 1W 22ACS1, TAX LOT 13400

SCALE 1" = 50 FEET



POINT OF BEGINNING  
NW CORNER OF TRACT 'A'



REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

01-31-13  
*[Signature]*  
OREGON  
JANUARY 11, 2005  
ROBERT D. RETTIG  
60124LS

RENEWS: 12/31/14

JOB NAME: AUTUMN PARK APT.  
JOB NUMBER: 3215  
DRAWN BY: MSK  
CHECKED BY: RDR  
DWG NO.: 3215SAN ESMT

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 AKS Job No. 3215

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**LEGAL DESCRIPTION***Temporary Construction Easement*

*Autumn Park Apartments Sanitary Sewer Replacement CIP No. 2091*

*Tax Map 3 1W 22AC51, Tax Lot 13400*

Real property being a tract of land situated in the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon and being more particularly described as follows:

Beginning at the northwest corner of Tract 'A' of the Plat of "Morey's Landing", thence along the west line of said Tract 'A', South 04°44'25" East 581.23 feet to a point; thence South 80°27'48" West 180.03 feet to a point on the northerly line of a 15 foot wide sanitary sewer easement per Document Number 88-24526 and the **True Point of Beginning**; thence continuing along said northerly line, South 80°27'48" West 32.46 feet to a point; thence leaving said northerly line, North 49°09'34" West 27.55 feet to a point on the easterly line of a 15 foot wide sanitary sewer easement; thence along said easterly line, North 00°45'34" East 32.67 feet to a point; thence leaving said easterly line, South 49°09'34" East 69.28 feet to the **True Point of Beginning**.

The above described tract of land contains 1,209 square feet, more or less.

Property Vested In:

*Autumn Park Renewal Limited Partnership*  
*Tax Map 3 1W 22AC51, Tax Lot 13400*



# EXHIBIT B

## LEGAL MAP

### TEMPORARY CONSTRUCTION EASEMENT

#### AUTUMN PARK APARTMENTS SANITARY SEWER REPLACEMENT CIP NO. 2091

#### TAX MAP 3 1W 22ACS1, TAX LOT 13400

SCALE 1" = 50 FEET



AUTUMN PARK RENEWAL  
LIMITED PARTNERSHIP  
DOC. NO.  
2004-088866  
TAX LOT 13400  
TAX MAP 3 1W 22ACS1

15' SANITARY SEWER  
EASEMENT PER DOC.  
NO. 88-24526

PROPOSED 15'  
SANITARY SEWER  
EASEMENT

VALLEY CHRISTIAN CHURCH  
DOC. NO. 87-06695  
TAX LOT 13401  
TAX MAP 3 1W 22ACS1

POINT OF  
BEGINNING  
NW CORNER OF  
TRACT 'A'

15' WATERLINE  
EASEMENT PER  
DOC. NO.  
88-24527

AREA: 1,209 SF±

TRUE POINT  
OF BEGINNING

N00°45'34"E 32.67'

N49°09'34"W 27.55'

S80°27'48"W 32.46'



S80°27'48"W 180.03'

S04°44'25"E 581.23'

LOT 5

LOT 4

LOT 3

LOT 2

LOT 1

"MOREY'S LANDING"  
PLAT NO. 2644

01-31-13

REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

JOB NAME: AUTUMN PARK APT.

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JOB NUMBER: 3215

LICENSED IN OR & WA

DRAWN BY: MSK



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FAX: (503) 925-8969

CHECKED BY: RDR

OFFICES LOCATED IN SALEM, OR & VANCOUVER, WA

DWG NO.: 3215SAN ESMT

OREGON  
JANUARY 11, 2005  
ROBERT D. RETTIG  
60124LS

RENEWS: 12/31/14

**CITY COUNCIL MEETING  
STAFF REPORT**

<b>Meeting Date:</b> February 21, 2013	<b>Subject: Resolution No. 2398</b> Acquisition of Easements to install Electrical Shields within the Bonneville Power Administration Transmission Corridor on Canyon Creek Road North.  <b>Staff Member:</b> Kristin Retherford <b>Department:</b> Community Development
<b>Action Required</b>	<b>Advisory Board/Commission Recommendation</b>
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda	<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable  <b>Comments:</b>  
<b>Staff Recommendation:</b> Staff recommends Council adopt the accompanying resolution to authorize the acquisition easements to allow the installation of electrical shields to prevent electrical shock to cyclists on Canyon Creek Road North traversing the Bonneville Power Administration electrical transmission corridor.	
<b>Recommended Language for Motion:</b> I move to approve Resolution No. 2398.	
<b>PROJECT / ISSUE RELATES TO:</b> <i>[Identify which goal(s), master plans(s) issue relates to.]</i>	
<input checked="" type="checkbox"/> Council Goals/Priorities Council Goal A – Enhance Livability and Safety in Wilsonville	<input type="checkbox"/> Adopted Master Plan(s)
<input type="checkbox"/> Not Applicable	

**ISSUE BEFORE COUNCIL:**

Staff is seeking Council authorization to acquire three permanent easements for the installation of electrical shields in the area of Canyon Creek Road North that passes through the Bonneville

Power Administration electrical transmission corridor.

**EXECUTIVE SUMMARY:**

When the City constructed Canyon Creek Road North, it had to obtain permission from the Bonneville Power Administration (BPA) to pass through their transmission corridor. BPA's permission for this road project included a condition that the City install electrical shields to mitigate the risk of electrical shock to those passing under their transmission lines. These shields were not included in the original construction project and subsequently the City has received periodic reports of cyclists receiving electrical shocks while riding on the stretch of Canyon Creek Road North that passes through the BPA corridor. To protect public safety, staff has added a capital project to this fiscal year's work plan to install electrical shields in this area.

In order to install these electrical shields, the City needs to acquire a Right of Way permit from BPA and permanent easements for the electrical shields and supporting poles from three separate tax lots. One of these tax lots is owned by Xerox Corporation and the other two are owned by Canyon Creek RPO, LLC. Construction is scheduled to occur in the spring of 2013 upon completion of the necessary acquisitions and award of a construction contract.

This project is not included in the approved 2012/13 budget and will be presented to Council for budgetary approval in the June 2013 supplementary budget request to be funded from Road Operating revenues. The current cost estimate for the project is \$187,000, including property acquisition.

**EXPECTED RESULTS:**

City staff expects to have appraisals completed by early April and have offers extended to affected property owners by mid-April. Staff will attempt to negotiate Permits of Entry while the appraisal process is underway in order to allow installation to move forward during the last week of March when BPA has planned maintenance for these lines and when the power will be temporarily down. If installation cannot occur during this window, it will occur at a later date when the lines are charged.

**TIMELINE:**

Appraisal activities and outreach to property owners will begin in February, 2012. Offers will be made in mid-April after appraisals have been completed. Acquisitions are expected to be finalized by the end of May of 2013 unless condemnation becomes necessary.

**CURRENT YEAR BUDGET IMPACTS:**

A supplementary budget is needed in the amount of \$187,000 to provide budgetary approval for this project in the 2012/13 fiscal year. The requested funding will be from the City's Road Operating fund.

**FINANCIAL REVIEW / COMMENTS:**

Reviewed by: \_\_\_\_\_ JEO \_\_\_\_\_ Date: \_\_\_\_\_ 2/4/13 \_\_\_\_\_

Funding is available, but a supplemental budget will be needed for this expenditure.

**LEGAL REVIEW / COMMENT:**

Reviewed by: MEK\_\_\_\_\_ Date: 2/5/2013\_\_\_\_\_

While permission to install the poles in the PBA easement and the shield on its lines must be obtained from BPA, legally additional permission must be obtained from the underlying land owner. An easement provides a proper form to use to get this accomplished.

**COMMUNITY INVOLVEMENT PROCESS:** N/A/

**POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY** (businesses, neighborhoods, protected and other groups):

This project will provide safety benefits to the community in accordance with Council Goal A.

**ALTERNATIVES:**

N/A

**CITY MANAGER COMMENT:**

**ATTACHMENTS**

A. Resolution No. 2398

**RESOLUTION NO. 2398**

**A RESOLUTION OF THE CITY OF WILSONVILLE AUTHORIZING ACQUISITION OF PROPERTY INTERESTS RELATED TO THE INSTALLATION OF ELECTRICAL SHIELDS WITHIN THE BONNEVILLE POWER ADMINISTRATION ELECTRICAL TRANSMISSION CORRIDOR ON CANYON CREEK ROAD NORTH.**

WHEREAS, in order to construct Canyon Creek Road North, the City of Wilsonville had to obtain permission from the Bonneville Power Administration (BPA) to pass through their transmission corridor; and

WHEREAS, BPA's permission to construct Canyon Creek Road North through their transmission corridor included a condition that the City install electrical shields to mitigate the risk of electrical shock to those passing under their transmission lines; and

WHEREAS, these shields were not included in the original construction project; and

WHEREAS, the City has received periodic reports of cyclists receiving electrical shocks while riding on the stretch of Canyon Creek Road North that passes through the BPA corridor; and

WHEREAS, to protect public safety the City has added a capital project to this fiscal year's work plan to install electrical shields in this area; and

WHEREAS, in order to install these electrical shields, the City of Wilsonville needs to acquire a Right of Way permit from BPA and permanent easements for the electrical shields and supporting poles from three separate tax lots owned by Xerox Corporation and Canyon Creek RPO, LLC; and

WHEREAS, these easements are described in legal descriptions attached hereto and fully incorporated herein as Exhibits A, B, and C; and

WHEREAS, construction is scheduled to occur in the spring of 2013 as soon as the necessary property rights have been obtained and a construction contract has been awarded; and

WHEREAS, this project is currently estimated to cost \$187,000 with funding to be provided from the City's Road Operating Fund; and

WHEREAS, this project will be presented to Council for a supplementary budget adjustment in June of 2013 to provide authorization for these expenditures; and

WHEREAS, the City acquires real property in accordance with guidelines set forth in its Urban Renewal Agency's adopted "*Appraisal and Acquisition Policies*"; and

WHEREAS, in comparing the cost amount for the aforementioned construction and the private property interest along with the existing use of the subject property, the alternative presented herein reflects the least amount of private property interest to ensure safe, efficient and adequate public improvements; and

WHEREAS, title to the acquired property interest shall vest directly in the name of the City of Wilsonville in order to provide for necessary care, maintenance and public safety authority.

NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

1. There is needed and required for the public purpose of providing needed public improvements the acquisition of real property interest as described on the attached Exhibits A, B and C, incorporated herein by this reference.
2. The property interest is acquired as a result of the aforementioned public improvements, and the improvements have been planned and located in a manner most compatible with the greatest public good and the least private injury.
3. City staff and attorneys are authorized and directed to negotiate with the owners of the real property herein described as to the compensation to be paid for the acquisition of the property including but not limited to, obtaining a negotiated right-of-entry to begin construction while negotiating full acquisition and, in the event agreement cannot be reached, then to commence and prosecute to final determination such condemnation proceedings as may be necessary to acquire the real property or property interest.
4. Upon trial of and action of condemnation, the attorneys for the City are authorized to make such stipulation, agreement or admission as in their judgment may be in the best interests of the City.
5. City staff anticipates it will acquire the above-described property in the spring of 2013.
6. Title to the acquired right of way shall vest directly in the name of the City of Wilsonville.
7. This resolution is effective upon adoption.

ADOPTED by the City Council of the City of Wilsonville at a special meeting thereof this 21st day of February, 2013, and filed with the Wilsonville City Recorder this date.

---

TIM KNAPP, MAYOR

ATTEST:

---

Sandra C. King, MMC, City Recorder

SUMMARY OF VOTES:

Mayor Knapp

Council President Starr

Councilor Goddard

Councilor Fitzgerald

Councilor Stevens

Exhibit A- Legal Description and Map for 3S1W12, TL 590 (Xerox Corporation)

Exhibit B- Legal Description and Map for 3S1W12, TL 410 (Canyon Creek RPO, LLC)

Exhibit C- Legal Description and Map for 3S1W12, TL 300 (Canyon Creek RPO, LLC)

## EXHIBIT A

ENGINEERING PLANNING  
FORESTRY

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 Sherwood, Oregon 97140  
 Phone: (503) 925-8799  
 Fax: (503) 925-8969  
 Job No. 3372

LANDSCAPE ARCHITECTURE  
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## LEGAL DESCRIPTION

*Power Easement*

*Canyon Creek Road North E-Shields Design Project*  
*Tax Map 3S 1W 12, Tax Lot 590*

Real property being a tract of land located in the Northwest One-Quarter of Section 12, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon and being more particularly described as follows:

Beginning at a 1-1/4" brass cap stamped "DEA INC" at the centerline intersection of Canyon Creek Road North and Wiedemann Road which bears North 45°05'44" West 60.38 feet from a 5/8" iron rod with yellow plastic cap inscribed "ALPHA ENG., INC" at the Northwest corner of Tract P in "Canyon Creek Estates"; thence along the centerline of said Wiedemann Road, North 88°47'47" West 59.55 feet to a point; thence South 01°12'13" West 32.70 feet to a point on the southerly right-of-way line of said road, being the **True Point of Beginning**; thence South 05°09'32" West 51.43 feet to a point; thence South 84°50'28" East 32.05 feet to a point on the westerly right-of-way line of Canyon Creek Road North (being 31.00 feet from centerline); thence along said westerly right-of-way line, North 01°17'04" East 15.16 feet to a point of curvature; thence along said right-of-way line along a curve to the left with a Radius of 40.00 feet, a Delta of 73°18'06", a Length of 51.17 feet, and a Chord of North 35°21'56" West 47.75 feet to the **True Point of Beginning**.

The above described tract of land contains 1,297 square feet, more or less.

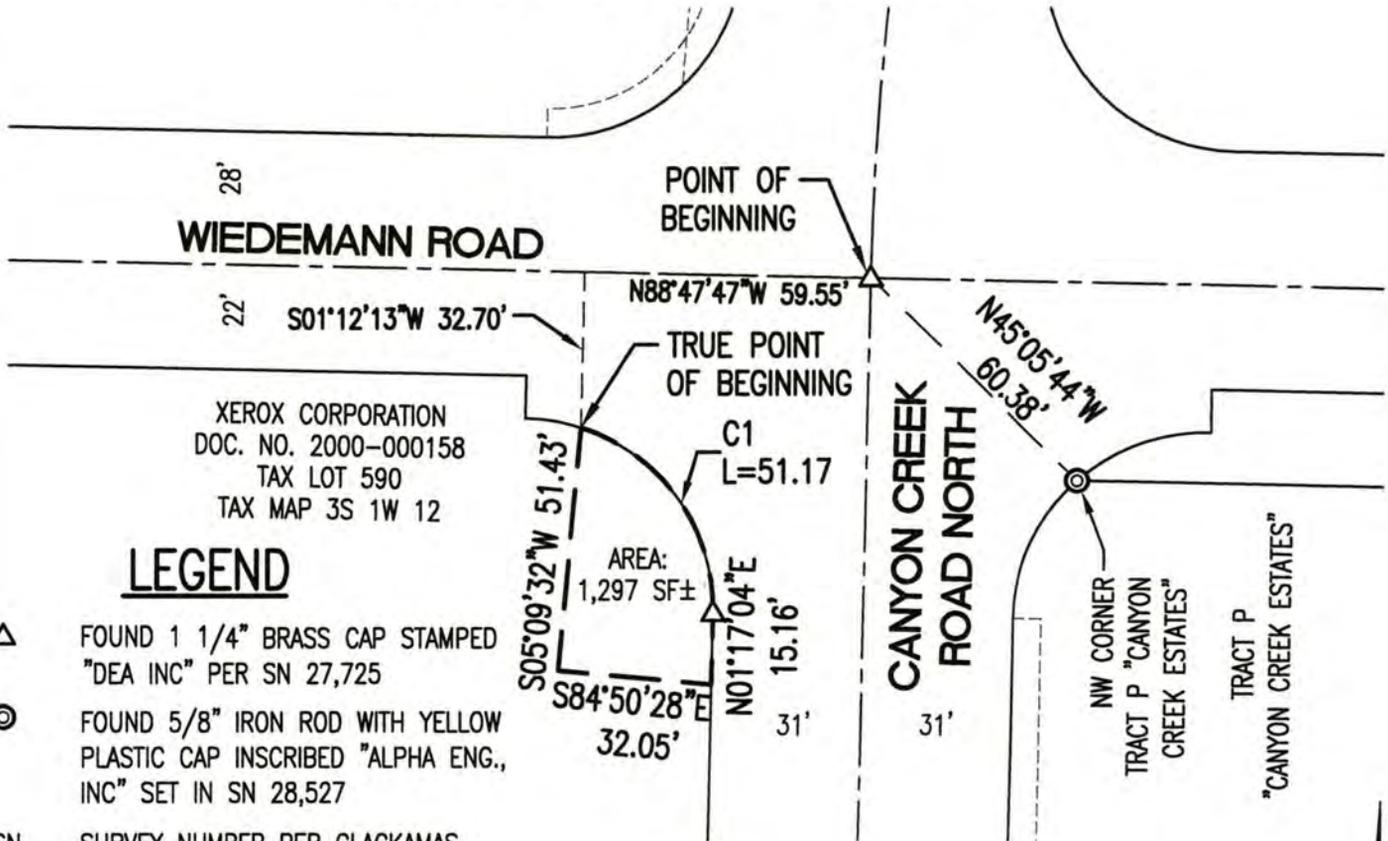
Property Vested in:

*Xerox Corporation*

*Tax Map 3S 1W 12, Tax Lot 590*



# EXHIBIT B LEGAL MAP POWER EASEMENT CANYON CREEK ROAD NORTH E-SHIELDS DESIGN PROJECT TAX MAP 3S 1W 12, TAX LOT 590

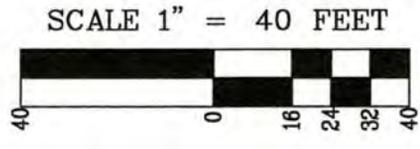


XEROX CORPORATION  
DOC. NO. 2000-000158  
TAX LOT 590  
TAX MAP 3S 1W 12

### LEGEND

- △ FOUND 1 1/4" BRASS CAP STAMPED "DEA INC" PER SN 27,725
- ⊙ FOUND 5/8" IRON ROD WITH YELLOW PLASTIC CAP INSCRIBED "ALPHA ENG., INC" SET IN SN 28,527
- SN SURVEY NUMBER PER CLACKAMAS COUNTY DEED RECORDS
- DOC. NO. DOCUMENT NUMBER PER CLACKAMAS COUNTY DEED RECORDS
- PP NO. PARTITION PLAT NUMBER PER CLACKAMAS COUNTY SURVEY RECORDS
- SF SQUARE FEET

CURVE TABLE				
CURVE	RADIUS	DELTA	LENGTH	CHORD
C1	40.00'	73°18'06"	51.17'	N35°21'56"W 47.75'



01-31-13

**REGISTERED  
PROFESSIONAL  
LAND SURVEYOR**

**OREGON  
JANUARY 11, 2005  
ROBERT D. RETTIG  
60124LS**

RENEWS: 12/31/14

JOB NAME:	E-SHIELD
JOB NUMBER:	3372
DRAWN BY:	KAL
CHECKED BY:	RDR
DWG NO.:	3372 LEGALS

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SHERWOOD, OR 97140  
PHONE: (503) 925-8799  
FAX: (503) 925-8969

OFFICES LOCATED IN SALEM, OR & VANCOUVER, WA

**EXHIBIT A****ENGINEERING PLANNING  
FORESTRY**

13910 S.W. Galbreath Dr., Suite 100  
 Sherwood, Oregon 97140  
 Phone: (503) 925-8799  
 Fax: (503) 925-8969  
 Job No. 3372

**LANDSCAPE ARCHITECTURE  
SURVEYING**

AKS Group of Companies:  
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 VANCOUVER, WASHINGTON  
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**LEGAL DESCRIPTION***Power Easement*

*Canyon Creek Road North E-Shields Design Project  
 Tax Map 3S 1W 12, Tax Lot 410*

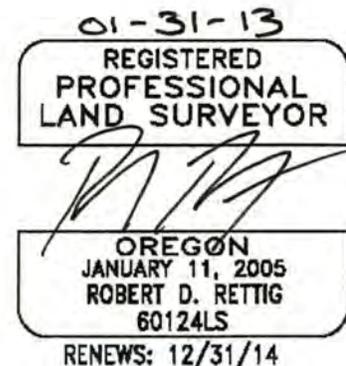
Real property being a tract of land located in the Northwest One-Quarter of Section 12, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon and being more particularly described as follows.

Beginning at a 1-1/4" brass cap stamped "DEA INC" at the centerline intersection of Canyon Creek Road North and Wiedemann Road which bears North 45°05'44" West 60.38 feet from a 5/8" iron rod with yellow plastic cap inscribed "ALPHA ENG., INC" at the Northwest corner of Tract P in "Canyon Creek Estates"; thence along the centerline of said Wiedemann Road, North 88°47'47" West 55.21 feet to a point; thence North 01°12'13" East 30.08 feet to a point on the northerly right-of-way line of said road, being the **True Point of Beginning**; thence North 05°09'32" East 159.48 feet to a point; thence South 84°50'28" East 37.70 feet to a point on the westerly right-of-way line of Canyon Creek Road North (being 31.00 feet from centerline); thence along said westerly right-of-way line along a curve to the left, being non-tangent to the last described course, with a Radial bearing South 73°57'11" East, a Radius of 731.00 feet, a Delta of 9°43'54", a Length of 124.16 feet, and a Chord of South 11°10'52" West 124.01 feet to a point of reverse curvature; thence continuing along said westerly right-of-way line along a curve to the right with a Radius of 40.00 feet, a Delta of 66°20'43", a Length of 46.32 feet, and a Chord of South 39°29'13" West 43.77 feet to the **True Point of Beginning**.

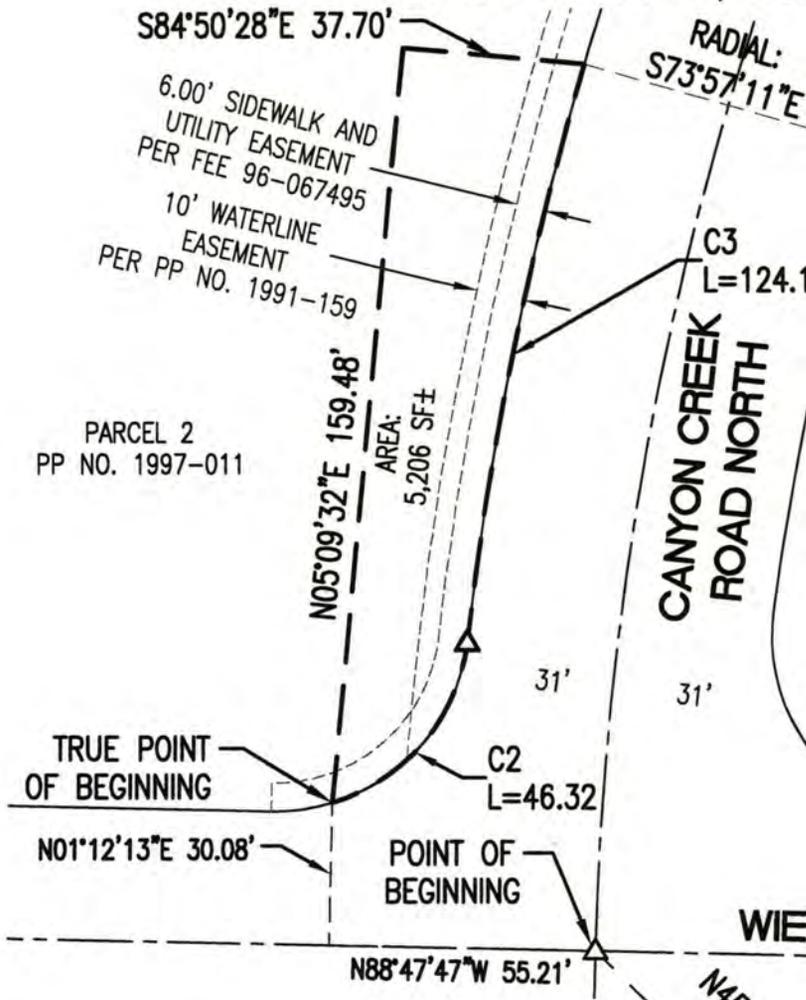
The above described tract of land contains 5,206 square feet, more or less.

Propoerty Vested in:

*Canyon Creek Rpo LLC  
 Tax Map 3S 1W 12, Tax Lot 410*



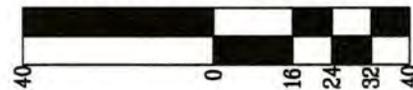
# EXHIBIT B LEGAL MAP POWER EASEMENT CANYON CREEK ROAD NORTH E-SHIELDS DESIGN PROJECT TAX MAP 3S 1W 12, TAX LOT 410



## LEGEND

- △ FOUND 1 1/4" BRASS CAP STAMPED "DEA INC" PER SN 27,725
- ⊙ FOUND 5/8" IRON ROD WITH YELLOW PLASTIC CAP INSCRIBED "ALPHA ENG., INC" SET IN SN 28,527
- SN SURVEY NUMBER PER CLACKAMAS COUNTY DEED RECORDS
- DOC. NO. DOCUMENT NUMBER PER CLACKAMAS COUNTY DEED RECORDS
- PP NO. PARTITION PLAT NUMBER PER CLACKAMAS COUNTY SURVEY RECORDS
- SF SQUARE FEET

SCALE 1" = 40 FEET



PARCEL 2  
PP NO. 1997-011

TRUE POINT OF BEGINNING

POINT OF BEGINNING

WIEDEMANN ROAD

NW CORNER TRACT P "CANYON CREEK ESTATES"

TRACT P "CANYON CREEK ESTATES"

CURVE TABLE

CURVE	RADIUS	DELTA	LENGTH	CHORD
C2	40.00'	66°20'43"	46.32'	S39°29'13"W 43.77'
C3	731.00'	9°43'54"	124.16'	S11°10'52"W 124.01'

01-31-13

**REGISTERED  
PROFESSIONAL  
LAND SURVEYOR**

OREGON  
JANUARY 11, 2005  
ROBERT D. RETTIG  
60124LS

RENEWS: 12/31/14

JOB NAME:	E-SHIELD
JOB NUMBER:	3372
DRAWN BY:	KAL
CHECKED BY:	RDR
DWG NO.:	3372 LEGALS

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**EXHIBIT A****ENGINEERING PLANNING  
FORESTRY**

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 Phone: (503) 925-8799  
 Fax: (503) 925-8969  
 Job No. 3372

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**LEGAL DESCRIPTION***Power Easement*

*Canyon Creek Road North E-Shields Design Project  
 Tax Map 3S 1W 12, Tax Lot 300*

Real property being a tract of land located in the Southeast One-Quarter of Section 12, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon and being more particularly described as follows.

Beginning at a 1-1/4" brass cap stamped "DEA INC" at the centerline intersection of Canyon Creek Road North and Wiedemann Road which bears North 45°05'44" West 60.38 feet from a 5/8" iron rod with yellow plastic cap inscribed "ALPHA ENG., INC" at the Northwest corner of Tract P in "Canyon Creek Estates"; thence along the centerline of said Wiedemann Road, South 88°47'47" East 70.48 feet to a point; thence North 01°12'13" East 28.23 feet to a point on the northerly right-of-way line of Wiedemann Road, being the **True Point of Beginning**; thence North 05°43'48" East 158.73 feet to a point; thence North 84°16'12" West 24.80 to a point along the easterly right-of-way line of Canyon Creek Road North (being 31.00 feet from centerline); thence along said easterly right-of-way line along a curve to the left being non-tangent to the last described course, with a Radial bearing of South 72°22'36" East, a Radius of 669.00 feet, a Delta of 10°09'00", a Length of 118.51 feet, and a Chord of South 12°32'54" West 118.36 feet to a point of compound curvature; thence along a curve to the left with a Radius of 40.00 feet, Delta of 90°07'46", Length of 62.92 feet, and a Chord of South 37°35'20" East 56.63 feet to the **True Point of Beginning**.

The above described tract of land contains 4,268 square feet, more or less.

Propoerty Vested in:

*Canyon Creek Rpo LLC  
 Tax Map 3S 1W 12, Tax Lot 300*



# EXHIBIT B

## LEGAL MAP

### POWER EASEMENT

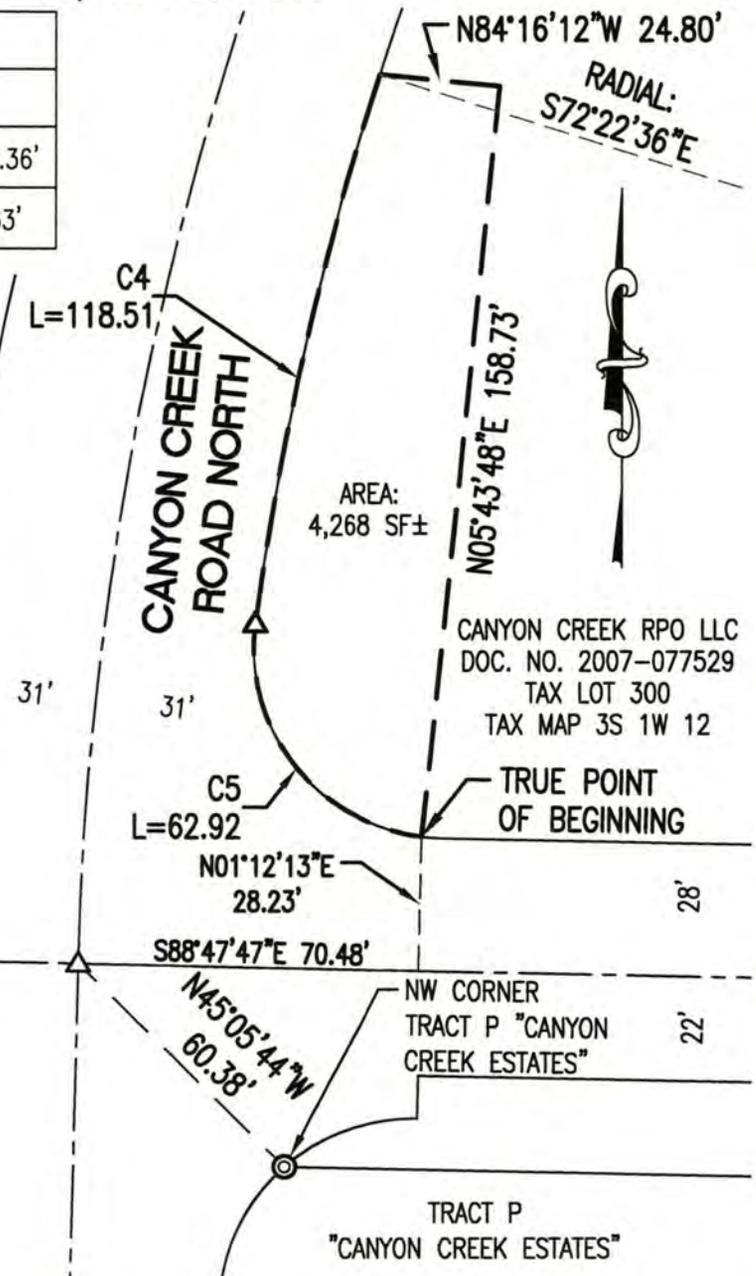
#### CANYON CREEK ROAD NORTH E-SHIELDS DESIGN PROJECT

TAX MAP 3S 1W 12, TAX LOT 300

CURVE TABLE				
CURVE	RADIUS	DELTA	LENGTH	CHORD
C4	669.00'	10°09'00"	118.51'	S12°32'54"W 118.36'
C5	40.00'	90°07'46"	62.92'	S37°35'20"E 56.63'

### LEGEND

- △ FOUND 1 1/4" BRASS CAP STAMPED "DEA INC" PER SN 27,725
- ⊙ FOUND 5/8" IRON ROD WITH YELLOW PLASTIC CAP INSCRIBED "ALPHA ENG., INC" SET IN SN 28,527
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- PP NO. PARTITION PLAT NUMBER PER CLACKAMAS COUNTY SURVEY RECORDS
- SF SQUARE FEET



WIEDEMANN ROAD

SCALE 1" = 40 FEET



01-31-13

**REGISTERED PROFESSIONAL LAND SURVEYOR**

*[Signature]*

OREGON  
JANUARY 11, 2005  
ROBERT D. RETTIG  
60124LS

RENEWS: 12/31/14

JOB NAME:	E-SHIELD
JOB NUMBER:	3372
DRAWN BY:	KAL
CHECKED BY:	RDR
DWG NO.:	3372 LEGALS

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FAX: (503) 925-8969

OFFICES LOCATED IN SALEM, OR & VANCOUVER, WA

**EXHIBIT A****ENGINEERING    PLANNING  
FORESTRY**

13910 S.W. Galbreath Dr., Suite 100  
 Sherwood, Oregon 97140  
 Phone: (503) 925-8799  
 Fax: (503) 925-8969  
 Job No. 3372

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**LEGAL DESCRIPTION***Power Easement*

*Canyon Creek Road North E-Shields Design Project  
 Tax Map 3S 1W 12, Tax Lot 590*

Real property being a tract of land located in the Northwest One-Quarter of Section 12, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon and being more particularly described as follows:

Beginning at a 1-1/4" brass cap stamped "DEA INC" at the centerline intersection of Canyon Creek Road North and Wiedemann Road which bears North 45°05'44" West 60.38 feet from a 5/8" iron rod with yellow plastic cap inscribed "ALPHA ENG., INC" at the Northwest corner of Tract P in "Canyon Creek Estates"; thence along the centerline of said Wiedemann Road, North 88°47'47" West 59.55 feet to a point; thence South 01°12'13" West 32.70 feet to a point on the southerly right-of-way line of said road, being the **True Point of Beginning**; thence South 05°09'32" West 51.43 feet to a point; thence South 84°50'28" East 32.05 feet to a point on the westerly right-of-way line of Canyon Creek Road North (being 31.00 feet from centerline); thence along said westerly right-of-way line, North 01°17'04" East 15.16 feet to a point of curvature; thence along said right-of-way line along a curve to the left with a Radius of 40.00 feet, a Delta of 73°18'06", a Length of 51.17 feet, and a Chord of North 35°21'56" West 47.75 feet to the **True Point of Beginning**.

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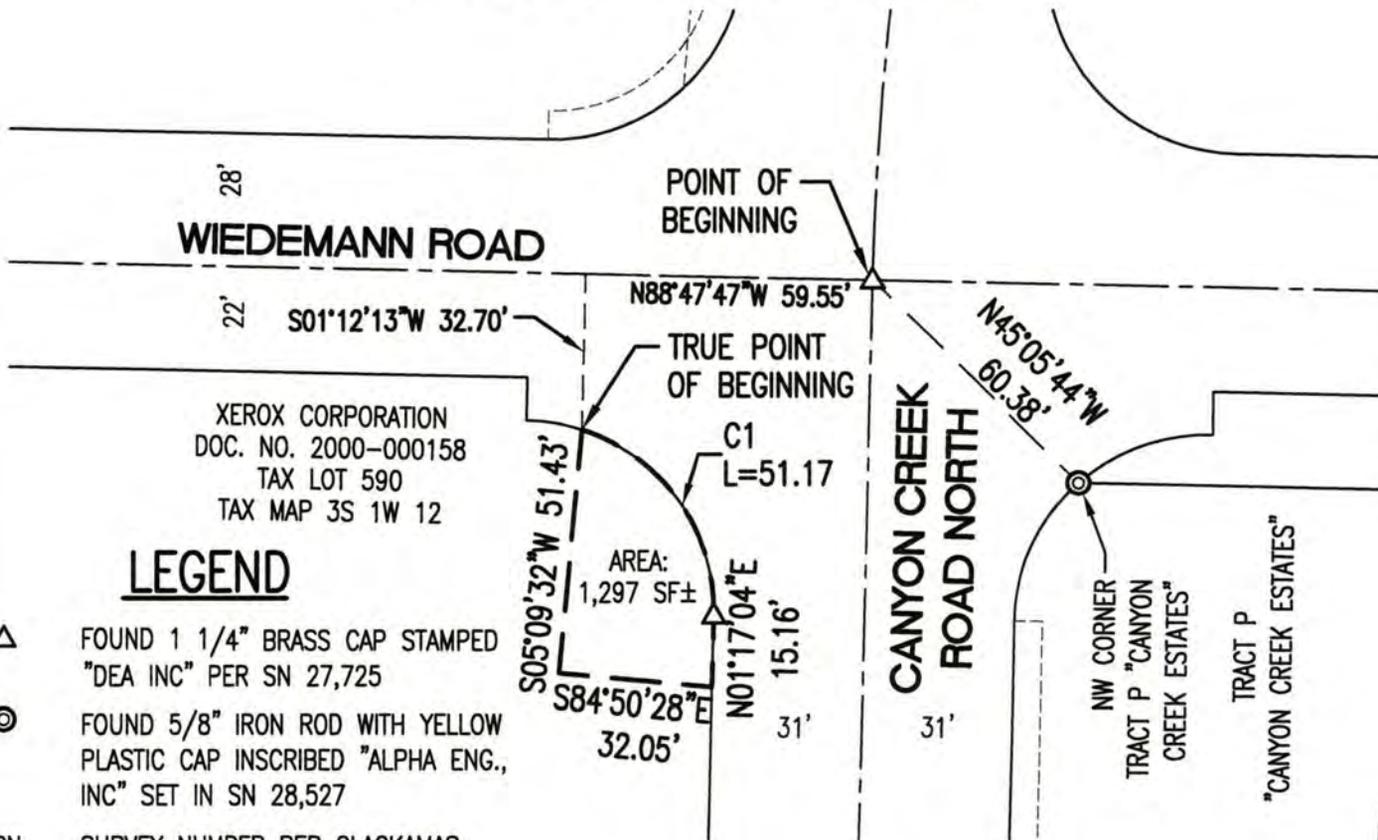
Property Vested in:

*Xerox Corporation*

*Tax Map 3S 1W-12, Tax Lot 590*



**EXHIBIT B**  
**LEGAL MAP**  
**POWER EASEMENT**  
**CANYON CREEK ROAD NORTH E-SHIELDS DESIGN PROJECT**  
**TAX MAP 3S 1W 12, TAX LOT 590**

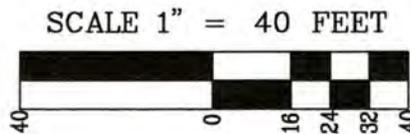


XEROX CORPORATION  
 DOC. NO. 2000-000158  
 TAX LOT 590  
 TAX MAP 3S 1W 12

**LEGEND**

- △ FOUND 1 1/4" BRASS CAP STAMPED "DEA INC" PER SN 27,725
- ⊙ FOUND 5/8" IRON ROD WITH YELLOW PLASTIC CAP INSCRIBED "ALPHA ENG., INC" SET IN SN 28,527
- SN SURVEY NUMBER PER CLACKAMAS COUNTY DEED RECORDS
- DOC. NO. DOCUMENT NUMBER PER CLACKAMAS COUNTY DEED RECORDS
- PP NO. PARTITION PLAT NUMBER PER CLACKAMAS COUNTY SURVEY RECORDS
- SF SQUARE FEET

CURVE TABLE				
CURVE	RADIUS	DELTA	LENGTH	CHORD
C1	40.00'	73°18'06"	51.17'	N35°21'56"W 47.75'



01-31-13  
**REGISTERED PROFESSIONAL LAND SURVEYOR**  
  
**OREGON**  
 JANUARY 11, 2005  
 ROBERT D. RETTIG  
 60124LS  
 RENEWS: 12/31/14

JOB NAME: E-SHIELD  
 JOB NUMBER: 3372  
 DRAWN BY: KAL  
 CHECKED BY: RDR  
 DWG NO.: 3372 LEGALS

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 FAX: (503) 925-8969  
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## EXHIBIT A

ENGINEERING PLANNING  
FORESTRY

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 Fax: (503) 925-8969  
 Job No. 3372

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## LEGAL DESCRIPTION

*Power Easement*

*Canyon Creek Road North E-Shields Design Project  
 Tax Map 3S 1W 12, Tax Lot 410*

Real property being a tract of land located in the Northwest One-Quarter of Section 12, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon and being more particularly described as follows.

Beginning at a 1-1/4" brass cap stamped "DEA INC" at the centerline intersection of Canyon Creek Road North and Wiedemann Road which bears North 45°05'44" West 60.38 feet from a 5/8" iron rod with yellow plastic cap inscribed "ALPHA ENG., INC" at the Northwest corner of Tract P in "Canyon Creek Estates"; thence along the centerline of said Wiedemann Road, North 88°47'47" West 55.21 feet to a point; thence North 01°12'13" East 30.08 feet to a point on the northerly right-of-way line of said road, being the **True Point of Beginning**; thence North 05°09'32" East 159.48 feet to a point; thence South 84°50'28" East 37.70 feet to a point on the westerly right-of-way line of Canyon Creek Road North (being 31.00 feet from centerline); thence along said westerly right-of-way line along a curve to the left, being non-tangent to the last described course, with a Radial bearing South 73°57'11" East, a Radius of 731.00 feet, a Delta of 9°43'54", a Length of 124.16 feet, and a Chord of South 11°10'52" West 124.01 feet to a point of reverse curvature; thence continuing along said westerly right-of-way line along a curve to the right with a Radius of 40.00 feet, a Delta of 66°20'43", a Length of 46.32 feet, and a Chord of South 39°29'13" West 43.77 feet to the **True Point of Beginning**.

The above described tract of land contains 5,206 square feet, more or less.

Propoerty Vested in:

*Canyon Creek Rpo LLC  
 Tax Map 3S 1W 12, Tax Lot 410*



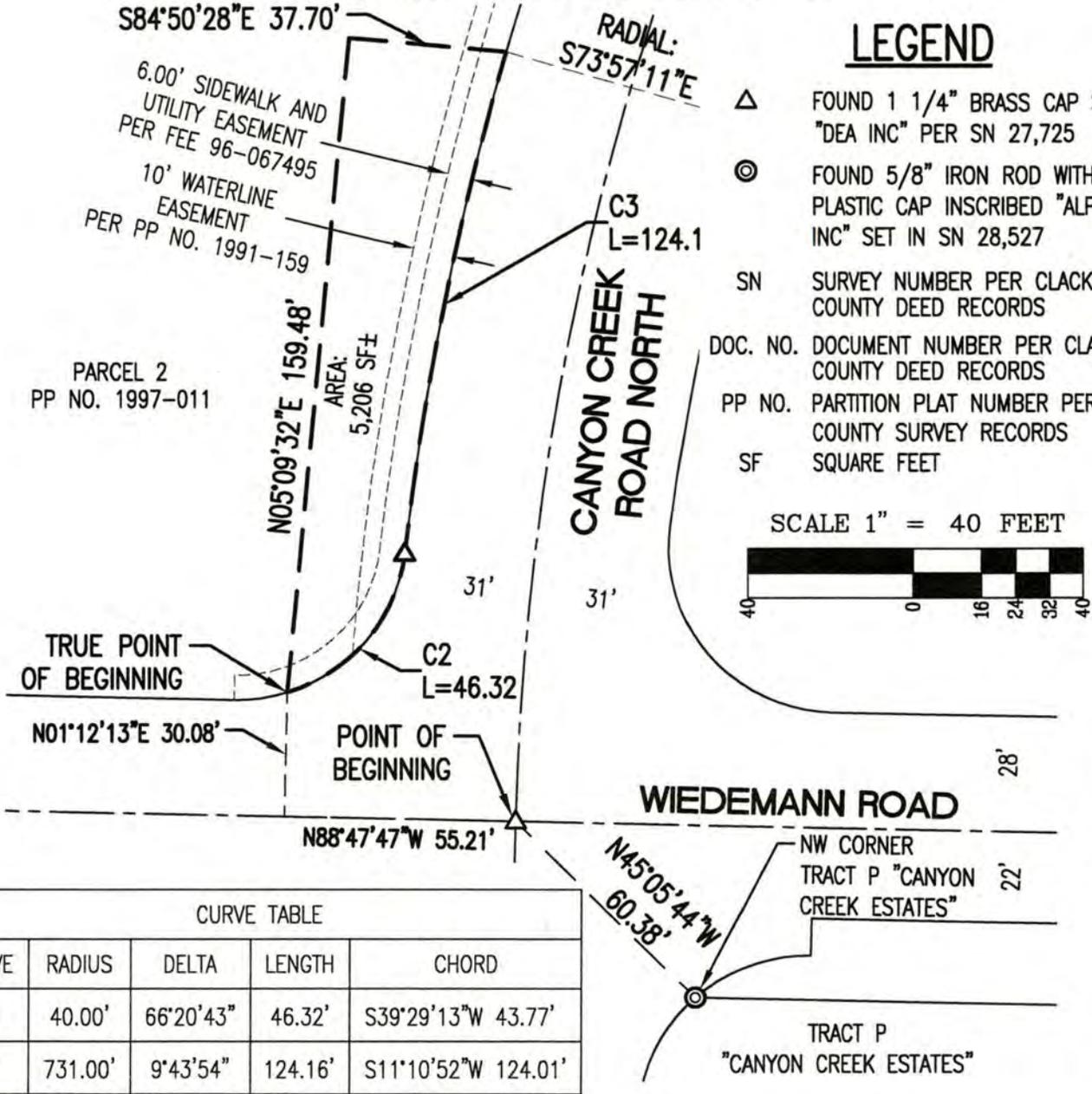
# EXHIBIT B

## LEGAL MAP

### POWER EASEMENT

CANYON CREEK ROAD NORTH E-SHIELDS DESIGN PROJECT

TAX MAP 3S 1W 12, TAX LOT 410



CURVE TABLE

CURVE	RADIUS	DELTA	LENGTH	CHORD
C2	40.00'	66°20'43"	46.32'	S39°29'13"W 43.77'
C3	731.00'	9°43'54"	124.16'	S11°10'52"W 124.01'

01-31-13

REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

*[Signature]*

OREGON  
JANUARY 11, 2005  
ROBERT D. RETTIG  
60124LS

RENEWS: 12/31/14

JOB NAME:	E-SHIELD
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DWG NO.:	3372 LEGALS

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SHERWOOD, OR 97140  
PHONE: (503) 925-8799  
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OFFICES LOCATED IN SALEM, OR & VANCOUVER, WA

# EXHIBIT A

**ENGINEERING PLANNING  
FORESTRY**  
 13910 S.W. Galbreath Dr., Suite 100  
 Sherwood, Oregon 97140  
 Phone: (503) 925-8799  
 Fax: (503) 925-8969  
 Job No. 3372



**LANDSCAPE ARCHITECTURE  
SURVEYING**  
 AKS Group of Companies:  
 SHERWOOD, OREGON  
 SALEM, OREGON  
 VANCOUVER, WASHINGTON  
[www.aks-eng.com](http://www.aks-eng.com)

## LEGAL DESCRIPTION

### *Power Easement*

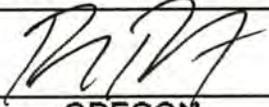
*Canyon Creek Road North E-Shields Design Project  
 Tax Map 3S 1W 12, Tax Lot 300*

Real property being a tract of land located in the Southeast One-Quarter of Section 12, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon and being more particularly described as follows.

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The above described tract of land contains 4,268 square feet, more or less.

Propoerty Vested in:  
*Canyon Creek Rpo LLC  
 Tax Map 3S 1W 12, Tax Lot 300*

01-31-13  
 REGISTERED  
 PROFESSIONAL  
 LAND SURVEYOR  
  
 OREGON  
 JANUARY 11, 2005  
 ROBERT D. RETTIG  
 60124LS  
 RENEWS: 12/31/14

# EXHIBIT B LEGAL MAP POWER EASEMENT

CANYON CREEK ROAD NORTH E-SHIELDS DESIGN PROJECT  
TAX MAP 3S 1W 12, TAX LOT 300

CURVE TABLE				
CURVE	RADIUS	DELTA	LENGTH	CHORD
C4	669.00'	10°09'00"	118.51'	S12°32'54"W 118.36'
C5	40.00'	90°07'46"	62.92'	S37°35'20"E 56.63'

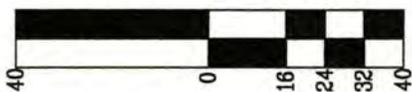
## LEGEND

- △ FOUND 1 1/4" BRASS CAP STAMPED "DEA INC" PER SN 27,725
- ⊙ FOUND 5/8" IRON ROD WITH YELLOW PLASTIC CAP INSCRIBED "ALPHA ENG., INC" SET IN SN 28,527
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- SF SQUARE FEET



**WIEDEMANN ROAD**

SCALE 1" = 40 FEET



01-31-13  
**REGISTERED  
PROFESSIONAL  
LAND SURVEYOR**

*[Signature]*  
**OREGON  
JANUARY 11, 2005  
ROBERT D. RETTIG  
60124LS  
RENEWS: 12/31/14**

JOB NAME:	E-SHIELD
JOB NUMBER:	3372
DRAWN BY:	KAL
CHECKED BY:	RDR
DWG NO.:	3372 LEGALS

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LICENSED IN OR & WA  
13910 SW GALBREATH DRIVE, SUITE 100  
SHERWOOD, OR 97140  
PHONE: (503) 925-8799  
FAX: (503) 925-8969

**CITY COUNCIL MEETING  
STAFF REPORT**

<b>Meeting Date:</b>  February 21, 2013	<b>Subject: Resolution No. 2399</b> Purchase of two cutaway buses  <b>Staff Members:</b> Lashbrook/Allen <b>Department:</b> Transit	
<b>Action Required</b> <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda	<b>Advisory Board/Commission Recommendation</b> <input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable  <b>Comments:</b>  	
<b>Staff Recommendation:</b> The staff recommends approval of Resolution No. 2399.		
<b>Recommended Language for Motion:</b> "I move to approve Resolution No. 2399"		
<b>PROJECT / ISSUE RELATES TO:</b>		
<input type="checkbox"/> Council Goals/Priorities	<input checked="" type="checkbox"/> Adopted Master Plan(s) Transit Master Plan	<input type="checkbox"/> Not Applicable

**ISSUE BEFORE COUNCIL:**

Council action on Resolution No. 2399 is required to enable SMART to utilize an already-approved state grant for two new small (cutaway) buses. The state grant will pay for 80 percent of the total cost of the buses (\$123,757 of the \$154,696 total) with the matching amount to be taken from the City's established fleet reserve funds.

The new buses will help to modernize SMART's fleet by replacing older buses. These two new 18-passenger buses will meet current emission requirements and provide the opportunity for dual-fuel conversion in the future.

Given the typical lead time in providing cutaway buses, the delivery date is expected in mid-2013.

**EXECUTIVE SUMMARY:**

Council action is needed on Resolution No. 2399 to allow SMART to move forward with planned bus replacements. The state grant providing 80 percent of the funding for these buses is set to expire at the end of calendar year 2013. City Council action providing ample time for SMART to receive the new buses in advance of that expiration is vital. A number of SMART's buses are beyond their useful life, and having the opportunity to use state grant funds for replacement buses is extremely valuable.

Council members may recall that the City Council approved a similar Resolution for the acquisition of two small buses in August, 2012. SMART staff has been able combine that state grant funding with this 2013 funding to add two more cutaway buses through this Resolution.

Staff completed a bid process to select the supplier of the two new cutaway buses. Quotes were received from three firms in that process. The firm of Schetky NW Sales, Inc. was deemed to provide the best value bid of the three submitted. The Schetky NW Sales bid was actually \$1,832 higher per bus than the bid submitted by Western Bus Sales, but the Schetky NW Sales bid included the required crash test report that ensured the crash worthiness and safety of their buses (neither of the other vendors provided the report and were not responsive). Additionally, Schetky NW was responsive to the required information by providing detailed schematic information on the bus electrical systems, thereby ensuring the ability to effectively trouble shoot and effectively cause repair and addressed the interchangeability with current parts, thereby preventing the added expense of buying additional parts. For these reasons, the staff determined that the Schetky NW Sales bid was responsive and the responsible bid, and provided the best value in spite of the fact that the quoted price from Schetky exceeded that of Western by \$1,832 per bus. Therefore, Schetky submitted the lowest, responsible bid.

A panel of four SMART and Fleet staff members rated the three proposals against the criteria listed below. The panel evaluating the bids unanimously agreed that the proposal from Schetky NW Sales provided the best value, especially in terms of crash test information and vehicle wiring assembly, and overall received the highest point total. The following language was included in the "request for quotes" published by the City for the proposed bus acquisition.

***Best Value Selection** -- Vehicle selection will be based on the following evaluation criteria and values. Meeting the Minimum Required Specifications is pass/fail. Vendor's products not meeting the minimum required specifications mentioned on page 1 will not be considered further.*

- A. Meets the minimum requirements (pass/fail)*
- B. Lowest price with listed options (30 points)*
- C. Actual crash testing of vehicle. Test results to be included in bid. (30 points)*
- D. Interchangeability with parts of current fleet (20 points)*

- E. *Vehicle skeletal structure and build materials of base vehicle. Description to be included with bid. Schematics, if available, also to be included. (15 points)*
- F. *Vehicle wiring assembly. Manual w/schematics to be included with bid (5 points)."*

**EXPECTED RESULTS:**

If the City Council approves Resolution No. 2399, the staff will promptly place an order for two new cutaway buses, utilizing funds from the state grant program. If the proposed Resolution is approved as drafted by the staff, an order will be placed from Schetky NW Sales, Inc., per the bid process that was recently completed.

**TIMELINE:**

Staff intends to place the order for the new buses as soon as possible after the City Council authorizes the purchase. The new buses are expected to arrive in mid-2013.

**CURRENT YEAR BUDGET IMPACTS:**

The City's \$30,939 match amount has been included in the current fiscal year budget.

**FINANCIAL REVIEW / COMMENTS:**

Reviewed by:    JEO    Date:    2-10-13   

Funding is available in the current year, but a budget amendment will be needed to increase current year budget appropriations.

**LEGAL REVIEW / COMMENT:**

Reviewed by:    MEK    Date:    2/6/13   

Staff followed the appropriate procedure in soliciting bids and determining the lowest, responsible bidder. The resolution is approved as to form.

**COMMUNITY INVOLVEMENT PROCESS:**

This bus acquisition helps to implement the City's 2008 Transit Master Plan in that it will lead to the replacement of aging vehicles and will do so with two new 18-passenger buses. The adopted Master Plan went through an extensive public involvement process in 2007 and 2008.

**POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:**

By taking advantage of state grant funds to acquire these buses there are obvious advantages to the local business community that supports SMART through payroll taxes. Local citizens will benefit by having buses with modern amenities and less air pollution than older buses.

**ALTERNATIVES:**

There are two alternatives that the City Council may wish to consider. The first would be for the Council to reject the staff recommendation and direct the staff to accept the bid of Western Bus Sales, thereby rejecting the bid from Schetky NW Sales. Another option would be for the

Council to reject all bids and choose not to acquire two new buses at this time. The staff does not recommend either of those alternatives.

**CITY MANAGER COMMENT:**

**ATTACHMENTS**

- A. Resolution No. 2399
- B. Request for Price Quote

**RESOLUTION NO. 2399**

**A RESOLUTION OF THE WILSONVILLE CITY COUNCIL, ACTING AS THE LOCAL CONTRACT REVIEW BOARD, AUTHORIZING SOUTH METRO AREA REGIONAL TRANSIT (SMART) TO PURCHASE TWO 25-FOOT/18-PASSENGER EL DORADO NATURAL GASOLINE POWERED AEROTECH BUSES ALONG WITH ASSOCIATED EQUIPMENT FROM SCHETKY NW SALES, INC.**

**WHEREAS**, a goal of South Metro Area Regional Transit (SMART) is to replace older buses with cleaner more fuel-efficient buses meeting industry standards to serve local residents, employees and employers; and

**WHEREAS**, based on Federal Transit Administration useful life standards, two cutaway buses in SMART's current fleet have now exceeded those standards; and

**WHEREAS**, SMART received a State of Oregon grant (#27734) of up to \$170,000 to provide 80 percent of the funding to purchase two replacement vehicles; and

**WHEREAS**, the grant for the purchase of these two buses is set to expire on December 31, 2013; and

**WHEREAS**, the normal delivery schedule for cutaway buses is 5 to 6 months, and

**WHEREAS**, the grant from the State and the proposed purchase of two buses are included in the approved fiscal year 2012/13 budget for the City of Wilsonville; and

**WHEREAS**, SMART has utilized a bid process to determine the best source of these buses in accordance with all City, State, and Federal procurement requirements that guarantee open and fair competition; and

**WHEREAS**, Schetky NW Sales, Inc. has supplied a quote for Aerotech buses in the amount of \$77,348 each, including all scheduled options, and all items required to be provided were done so fully, completely, and responsibly; and

**WHEREAS**, a panel of staff members from SMART and Fleet Services has found the bid of Schetky NW Sales, Inc. to be the lowest, responsible bid in terms of the review criteria delineated in the request for quotes published by SMART; and

**WHEREAS**, SMART has chosen to purchase two vehicles with selected options for a total of \$154,696; and

**WHEREAS**, the City has budgeted funds to cover the 20 percent match amount (\$30,939) required for the grant; and

**WHEREAS**, the City Council serves as the Local Contract Review Board and acting as the Local Contract Review Board is authorized to award the purchase contract in conformance with State procurement requirements.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:**

1. Based on the above recitals which are incorporated herein, the City Council, acting as the Local Review Board, does hereby approve and authorize SMART to submit a Purchase Order for the purchase of two 25-foot/18-passenger El Dorado/National buses and associated equipment to Schetky NW Sales, Inc. as the lowest, responsible bidder.
2. The expenditures for this purchase are hereby authorized, not to exceed the total FY 2012/13 amount as budgeted:

<u>Account</u>	<u>Budget Amount</u>
260-160-45060	\$215,352

3. This Resolution is effective upon adoption.

ADOPTED by the Wilsonville City Council at a special meeting on February 21, 2013, and filed with the Wilsonville City Recorder this date.

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TIM KNAPP, MAYOR

ATTEST:

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Sandra C. King, City Recorder, MMC

SUMMARY OF VOTES:

Mayor Knapp - \_\_\_\_

Council President Starr

Councilor Goddard - \_\_\_\_

Councilor Fitzgerald - \_\_\_\_

Councilor Stevens - \_\_\_\_

## REQUEST FOR PRICE QUOTE

The City of Wilsonville, through its Transit Department, SMART, is requesting price quotes for the purchase of FOUR (4) Class D, Medium size, Light Duty Transit buses, 18+ ambulatory passengers or 12 + 2 W/C station vehicles. Because SMART intends to keep these vehicles in service for at least seven years, these buses must be Altoona/STURAA tested for 7 years/200,000 miles. Also, because SMART views Class 1 failures as serious defects, vehicles must not have any Class 1 failures or more than two (2) Class 2 failures reported in the most recent executive summary. This is a Minimum Required Specification. (Pass/Fail).

Selection will be made on BEST VALUE PURCHASE subject to the selection criteria noted below on page 3. Purchaser shall have the right to reject any or all bids, and to waive any informality and/or irregularity in the bids and in the bidding.

VENDOR: \_\_\_\_\_

State Price Agreement #: \_\_\_\_\_

Base Vehicle Price: \$ \_\_\_\_\_

The general specifications for the vehicles are as follows:

Description of required specifications	Provided in base cost? Y or N	Additional cost
Vehicle to be approximately 25 feet long w/ 176" wheelbase +/-		
Braun NCL919 wheelchair lift, or approved equal		
Total of two (2) wheelchair stations		
Double passenger foldaway seats (3)		
Driver side running board		
Radio system to have six (6) speakers evenly spaced throughout the length of the bus in the ceiling.		
Add Public Announcement to radio system w/gooseneck microphone		
Power driver seat – OEM		
Plexiglas driver barrier		
Heated/remote exterior mirrors		

Altro flooring, or approved equal		
58,000 BTU dual compressor A/C system		
Upgrade to cloth walls		
Upgrade to cloth ceiling		
Upgrade to Level 5 seat covering. Color: Tower 3000 blue		
Upgrade to 6.8L gasoline engine		
Emergency escape roof hatch		
Roof panels without side drip rails		
Luminator "Vista" LED front & side destination signs w/software package, or approved equal.		
Folding armrests on aisle side of seating		
Grab handles on aisle side of seating		
No passenger seat seatbelts (apply credit if included in base price)		
36" electric passenger entrance door		
2" W/C door ajar light on dash		
Skirt mounted battery box		
Flooring coved to seat rail		
Standee line		
Altro full rubber step nosing, or approved equal		
Passenger signal system w/stop request sign and pull cords (no press tape)		
Body fluid kit		
Daytime running lights		
Flush mounted LED side turn signals		
Exterior LED light package		
Skirt mounted docking lights		
Armored marker light package		
Interior advertising rail package		
Upgrade to full length W/C track system for 2 stations		
Sportsworks Apex 3 or approved equal, 3 bike rack, front mounted		
Electric LED Yield sign		
REI HD400 w/4 camera 320+ GB DVR system, or approved equal		
Diamond fare box model XV w/2 vaults, or approved equal. Keyed the same as on file.		
Spare tire mounted on OEM rim, shipped loose. <u>After market rims will not be accepted.</u>		
Rear Help bumper		
Motorola XTL 2500, or approved equal, two-way radio w/ antenna, installed		
Minimum 50 gallon fuel tank with in-tank pump access panel.		
Alternator to be supplied by chassis OEM in the highest		

amperage rating offered by the OEM.		
TOTAL COST OF ALL LISTED OPTIONS		

**TOTAL VEHICLE COST, FOB: WILSONVILLE, OR:**                   \$ \_\_\_\_\_

- Exterior color: OEM Bright White
- Interior color: OEM Off White
- Upholstery: Level 5 Tower 3000 Blue
- Interior trim color: Matched to seating
- Floor covering color: Genome
- Sample floor plan: See page 4

**BIDDER INFORMATION**

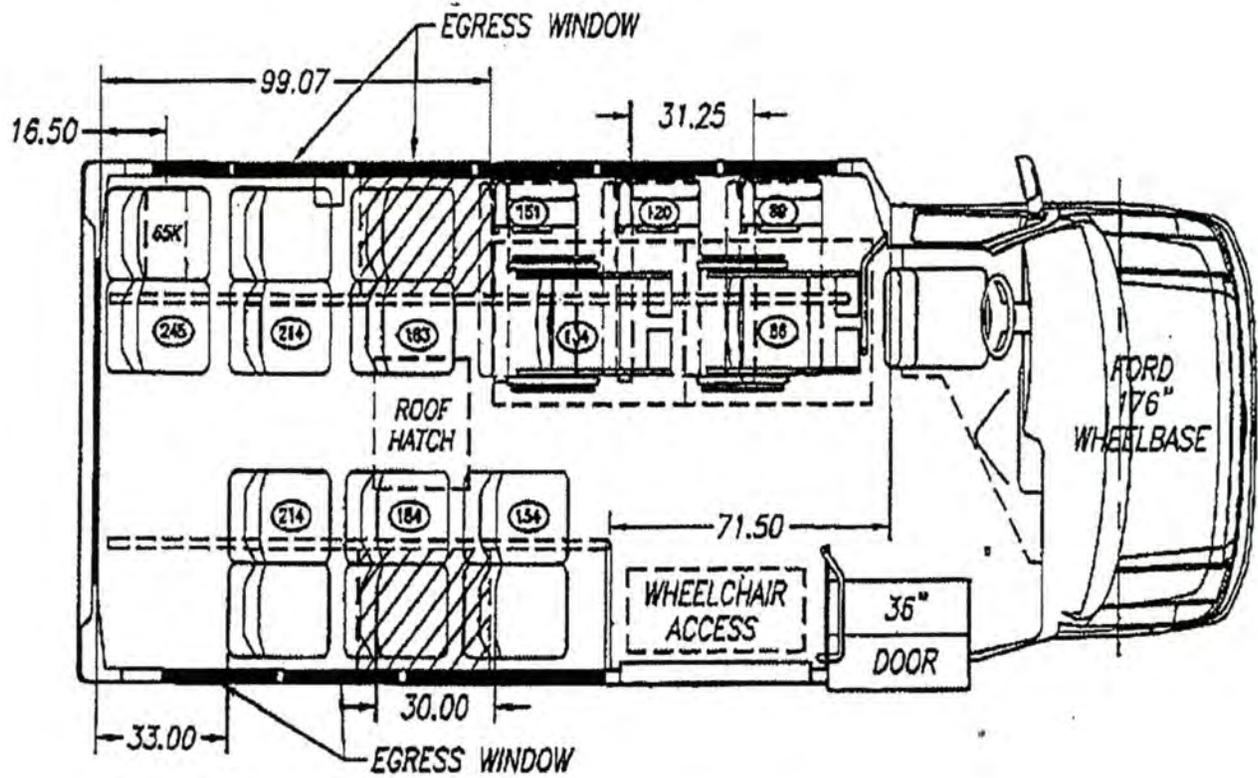
Bidder's format for bid submitted should specifically highlight how they meet the above specifications and note any differences in what has been called out above in their bids.

**Best Value Selection**

Vehicle selection will be based on the following evaluation criteria and values. Meeting the Minimum Required Specifications is pass/fail. Vendor's products not meeting the minimum required specifications mentioned on page 1 will not be considered further.

- A. Meets the minimum requirements (pass/fail)
- B. Lowest price with listed options (30 points)
- C. Actual crash testing of vehicle. Test results to be included in bid. (30 points)
- D. Interchangeability with parts of current fleet (20 points)
- E. Vehicle skeletal structure and build materials of base vehicle. Description to be included with bid. Schematics, if available, also to be included. (15 points)
- F. Vehicle wiring assembly. Manual w/schematics to be included with bid (5 points)

LEGEND	
	= C/L FRONT AXLE TO PASS C.G.
Amb. Pass: 18/12	
W/C Pass: 0/2	
Max. capacity: 19	



**CITY COUNCIL MEETING  
STAFF REPORT**

<b>Meeting Date: February 21, 2013</b>	<b>Subject: Resolution No. 2401</b>  Acceptance of offer to purchase surplus dwelling located at 11650 SW Tooze Road.  <b>Staff Member:</b> Kristin Retherford <b>Department:</b> Community Development	
<b>Action Required</b>	<b>Advisory Board/Commission Recommendation</b>	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: June 18, 2012 <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Denial  <input type="checkbox"/> None Forwarded <input type="checkbox"/> Not Applicable  <b>Comments:</b>	
<b>Staff Recommendation:</b>  Staff recommends that Council approve the attached resolution which accepts an offer from Charlotte Lehan in the amount of \$501 to purchase the 1941 bungalow located at 11650 SW Tooze Road for removal from the property, and which authorizes the City Manager and staff execute all necessary agreements and deeds associated with the transaction.		
<b>Recommended Language for Motion:</b>  I move to approve Resolution No. 2401.		
<b>PROJECT / ISSUE RELATES TO:</b> <i>[Identify which goal(s), master plans(s) issue relates to.]</i>		
<input type="checkbox"/> Council Goals/Priorities	<input type="checkbox"/> Adopted Master Plan(s)	<input checked="" type="checkbox"/> Not Applicable

## **ISSUE BEFORE COUNCIL:**

Staff recommends the City Council adopt a resolution accepting an offer from Charlotte Lehan in the amount of \$501 for the 1941 bungalow located on City-owned property at 11650 SW Tooze Road. This bungalow was declared by Council to be surplus property and approved for sale at public hearing and through Resolution #2370 on June 18, 2012

## **EXECUTIVE SUMMARY:**

In 2006 the City, through its Urban Renewal Agency, acquired property located at 11650 SW Tooze Road (tax lot 3S1W15 01100) for a new west-side primary school in Villebois. This acquisition is identified as a project in the West Side Urban Renewal Plan, and is part of an agreement between the West Linn-Wilsonville School District to exchange 10 acres of City-owned land in the Villebois area for 10 acres of District-owned land east of the City at Advance Road so that the District can construct a primary school and the City can construct sports fields.

Subsequent to this purchase, the proposed school site was relocated to the east side of the Villebois neighborhood and the Urban Renewal Agency acquired an alternate school site in 2011. This change in location was due to the slow-down in the economy which affected the pace of development in the Villebois and the installation of necessary infrastructure. Meeting the District's schedule for opening the school at the original location would have required several million dollars of public investment to expedite the installation of critical infrastructure. Relocating the school to an area that was already served with much of the needed infrastructure became a more cost-effective and expeditious option.

The property is a 9.9 acres parcel of land improved with a 1941 bungalow residence that is 1,470 SF in size with an additional 980 SF basement. The site is also improved with outbuildings including a barn, a shed, a garage, and a pump shed. The 2006 appraisal of the property prepared by Zell and Associates determined that the Highest and Best Use of the property was for residential redevelopment and that the bungalow and outbuildings would have to be demolished to meet the Highest and Best Use, and thus no value was placed on the bungalow and outbuildings. It was determined that they do not contribute to the value of the property.

At Council's direction staff explored the possibility of repairing the dwelling and making it available for rent. Cost estimates for these repairs exceeded \$25,000. Upon receiving this information in March of 2012, Council determined that converting the dwelling to a rental property would not be cost effective and directed staff to pursue a surplus property sale of the dwelling.

On June 18, 2012 the Council formally declared the property as surplus through Resolution #2370 and authorized staff to proceed with selling the bungalow while retaining ownership of the 9.9 acres of land upon which the dwelling sits. Staff advertised the property for sale through sealed-bid auction on November 2, 2012 and Monday, November 5, 2012, as well as for an extended period of time on the City's website. Sealed bid offers for the property were due to staff by 2:00 PM on Wednesday, January 23, 2013. Staff received only one offer to purchase the

dwelling. This offer came from Charlotte Lehan in the amount of Five Hundred One and no/100 Dollars (\$501.00). The bid also includes costs associated with restoring the site upon removal of the dwelling by decommissioning and disconnecting all related utilities, performing any necessary environmental abatements, and removing the dwellings foundation and backfilling the basement.

**EXPECTED RESULTS:**

By accepting this offer, staff will be able to negotiate an agreement to have the building moved offsite and the property restored. This will prevent further deterioration of the dwelling and any necessary City maintenance, and will eliminate what could become an attractive nuisance and hazard. It is expected that the move would occur during the summer of 2013.

**TIMELINE:**

Upon acceptance of this offer, City staff will complete negotiations and all necessary documentation to finalize the transaction.

**CURRENT YEAR BUDGET IMPACTS:**

This sale will present a minor cost savings to the City by reducing utility and maintenance costs.

**FINANCIAL REVIEW / COMMENTS:**

Reviewed by: \_\_\_\_\_JEO\_\_\_\_\_ Date: \_\_\_\_\_2-10-13\_\_\_\_\_

Sale of bungalow appears reasonable due to the low return on investment of repairing the structure.

**LEGAL REVIEW / COMMENT:**

Reviewed by: Barbara Jacobson Date: February 6, 2013

The sale was properly held pursuant to the seal bid process. Only one bid was received. The sale is made "as is, where is", with no warranties. The bid amount is consistent with the appraisal and will relieve the City of the ongoing potential liability of a vacant house that it has been determined not to be a viable rental property for the City. Sale and removal will also relieve the City of liability for asbestos abatement in that the buyer has agreed to perform that work as part of her offered consideration.

**COMMUNITY INVOLVEMENT PROCESS:**

The dwelling was declared surplus property after public notice and public hearing. The dwelling was publicly advertised for sale and posted for sale on the City's website.

**POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY**

This sale will decrease utility and maintenance expenditures and eliminate a potential attractive nuisance.

**ALTERNATIVES:**

Retain the property in public ownership.

**CITY MANAGER COMMENT:**

**ATTACHMENTS**

- A. Resolution No. 2401
- B. Resolution 2370
- C. Lehan Offer
- D. Letter from Urban Renewal Manager

**RESOLUTION NO. 2401**

**A RESOLUTION OF THE CITY OF WILSONVILLE ACCEPTING AN OFFER TO PURCHASE SURPLUS REAL PROPERTY LOCATED AT 11650 SW TOOZE ROAD.**

WHEREAS, under and by virtue of the laws of the State of Oregon the City of Wilsonville is duly authorized and empowered to efficiently and economically dispose of real property that is determined by the City to be surplus; and

WHEREAS, the City owns real property located at 11650 SW Tooze Road and further described as tax lot 3S1W15 01100; and

WHEREAS, the City of Wilsonville, through its Urban Renewal Agency, acquired this property for \$4,150,000 in September 2006 for a primary school site in the Villebois neighborhood; and

WHEREAS, this site consists of 9.9 acres of land improved with a 1941 bungalow that is 1,470 SF in size with an additional 980 SF basement; and

WHEREAS, the site is also improved with outbuildings including a barn, a shed, a garage, and a pump shed; and

WHEREAS, this property was appraised by Zell and Associates in January 2006 to establish the purchase price for the City's acquisition of this property; and

WHEREAS, this appraisal determined that the Highest and Best Use of the property was for residential redevelopment and that the bungalow and outbuildings would have to be demolished to meet the Highest and Best Use, and thus no value was placed on the bungalow and outbuildings and they do not contribute to the value of the property; and

WHEREAS, subsequent to this purchase the propose school site was relocated to the east side of the Villebois neighborhood and the Urban Renewal Agency acquired an alternate school site in 2011;

WHEREAS, since the 1,470 SF bungalow does not contribute to the value of the 9.9 acre property and presents ongoing maintenance expenses and responsibilities, on June 18, 2012, the Wilsonville City Council declared this dwelling to be surplus property in Resolution #2370, attached hereto as Exhibit A and incorporated herein by reference, and authorized staff to dispose of it through sale and to be moved off of the remainder property; and

WHEREAS, staff advertised the property for auction for a nominal value in addition to the buyer covering all costs related to removing the dwelling from the site and site restoration; and

WHEREAS, staff published and advertised the terms of the surplus process on Friday, November 2, 2012 and Monday, November 5, 2012, as well as for an extended period of time on the City's website; and

WHEREAS, offers for the property were due to Staff by 2:00 PM on Wednesday, January 23, 2013; and

WHEREAS, the City received one offer to purchase the dwelling in the amount of Five Hundred One and no/100 Dollars (\$501.00) from Charlotte Lehan which is attached hereto as Exhibit B and incorporated herein by reference; and

WHEREAS, the Urban Renewal Agency has no objections to this transaction as communicated by Kristin Retherford, the Urban Renewal Manager for the City's Urban Renewal Agency in a staff report attached hereto as Exhibit C and incorporated herein by reference; and

WHEREAS, the dwelling is to be sold "AS IS" on a cash basis; and

WHEREAS, if this offer is accepted by Council, the City Manager will enter into an agreement with the Buyer to specify the terms of the transaction including timing of the move, insurance, and site restoration requirements.

NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

1. The 1,470 SF bungalow located on real property at 11650 SW Tooze Road and further described as tax lot 3S1W15 01100 has been declared surplus property and no longer needed by the City of Wilsonville for public use, and has been auctioned for sale.

2. The City Council has reviewed the single offer made on the dwelling, which was offered by Charlotte Lehan in the amount of Five Hundred One and no/100 Dollars (\$501.00) and accepts this offer.

3. The City Council authorizes the City Manager to execute all necessary agreements and deeds relating to the transaction.

4. In the event buyer fails to meet the terms of the accepted earnest money agreement, all rights of the buyer in said real property shall cease and all right, title and interest in said real property shall continue to remain vested in the City, free of any claim or equity in the buyer or

those claiming through the buyer, and the City shall retain all payments or deposits as liquidated damages for failure of buyer to complete the agreement.

5. This resolution is effective upon adoption.

ADOPTED by the City of Wilsonville at a special meeting thereof this 21st day of February, 2013 and filed with the Wilsonville City Recorder this date.

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TIM KNAPP, MAYOR

ATTEST:

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Sandra C. King, MMC, City Recorder

**SUMMARY OF VOTES:**

Mayor Knapp  
Councilor Goddard  
Councilor Starr  
Councilor Fitzgerald  
Councilor Stevens

**ATTACHMENTS**

- A. Resolution 2370
- B. Lehan Offer
- C. Letter from Urban Renewal Manager

**RESOLUTION NO. 2370**

**A RESOLUTION OF THE CITY OF WILSONVILLE DECLARING CITY-OWNED REAL PROPERTY LOCATED AT 11650 SW TOOZE ROAD AS SURPLUS PROPERTY AND AUTHORIZING STAFF TO DISPOSE OF THE PROPERTY THROUGH SALE**

WHEREAS, under and by virtue of the laws of the State of Oregon the City of Wilsonville is duly authorized and empowered to efficiently and economically dispose of real property that is determined by the City to be surplus; and

WHEREAS, the City owns real property located at 11650 SW Tooze Road and further described as tax lot 3S1W15 01100; and

WHEREAS, the City of Wilsonville, through its Urban Renewal Agency, acquired this property for \$4,150,000 in September 2006 for a primary school site in the Villebois neighborhood; and

WHEREAS, this site consists of 9.9 acres of land improved with a 1941 bungalow residence that is 1,470 SF in size with an additional 980 SF basement; and

WHEREAS, the site is also improved with outbuildings including a barn, a shed, a garage, and a pump shed; and

WHEREAS, this property was appraised by Zell and Associates in January 2006 to establish the purchase price for the City's acquisition of this property; and

WHEREAS, this appraisal determined that the Highest and Best Use of the property was for residential redevelopment and that the bungalow and outbuildings would have to be demolished to meet the Highest and Best Use, and thus no value was placed on the bungalow and outbuildings and they do not contribute to the value of the property; and

WHEREAS, subsequent to this purchase the proposed school site was relocated to the east side of the Villebois neighborhood and the Urban Renewal Agency acquired an alternate school site in 2011;

WHEREAS, the City of Wilsonville has no further public need for the dwellings and outbuildings on this property; and

WHEREAS, property values have decreased significantly since the time of purchase and at this time the City would not be able to recover the amount invested in the property; and

WHEREAS, the City paid \$419,000 per acre for this property in 2006 and sales since 2011 have ranged between \$28,000 per acre and \$290,000 per acre

WHEREAS, it is in the public's best interest for the City to retain this land until land values have increased; and

WHEREAS, since the 1,470 SF bungalow does not contribute to the value of the property and presents ongoing maintenance expenses and responsibilities, it would be economically beneficial to the City to declare this dwelling as surplus property and dispose of it through sale while retaining ownership of the 9.9 acres of land upon which the dwelling sits; and

WHEREAS, staff has received cost estimates for moving the dwelling off-site and site restoration including decommissioning and disconnecting all related utilities, performing any necessary environmental abatements, and removing the dwellings foundation and backfilling the basement; and

WHEREAS, staff proposes that the dwelling be auctioned for a nominal value in addition to the buyer covering all costs related to removing the dwelling from the site and site restoration; and

WHEREAS, staff proposes to publish and advertise the terms of the surplus process subsequent to this public hearing under which it will consider offers to purchase and remove the dwelling and restore the site; and

WHEREAS, the City will review any reasonable offer but has the right to accept or reject any and all offers; and

WHEREAS, the dwelling is to be sold "AS IS" on a cash basis; and

WHEREAS, any offer accepted for the dwelling must result the buyer meeting all established criteria for site restoration within six months of an Earnest Money Agreement, which will allow buyer sufficient time to obtain any needed land use approvals.

NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

1. The 1,470 SF bungalow located on real property at 11650 SW Tooze Road and further described as tax lot 3S1W15 01100 is hereby declared surplus property and no longer needed by the City of Wilsonville for public use.

2. City staff will publish and advertise the terms of the surplus process subsequent to this public hearing under which it will consider offers to purchase and remove the dwelling and restore the site.

3. City will review any reasonable offer but has the right to accept or reject any and all offers.

4. All offers must be reviewed and either accepted or rejected by City Council.

5. The City Council authorizes the City Manager to execute all necessary agreements and deeds relating to the transaction.

6. In the event buyer fails to meet the terms of the accepted earnest money agreement, all rights of the buyer in said real property shall cease and all right, title and interest in said real property shall continue to remain vested in the City, free of any claim or equity in the buyer or those claiming through the buyer, and the City shall retain all payments or deposits as liquidated damages for failure of buyer to complete the agreement.

7. This resolution is effective upon adoption.

ADOPTED by the City of Wilsonville at a regular meeting thereof this 18th day of June, 2012 and filed with the Wilsonville City Recorder this date.

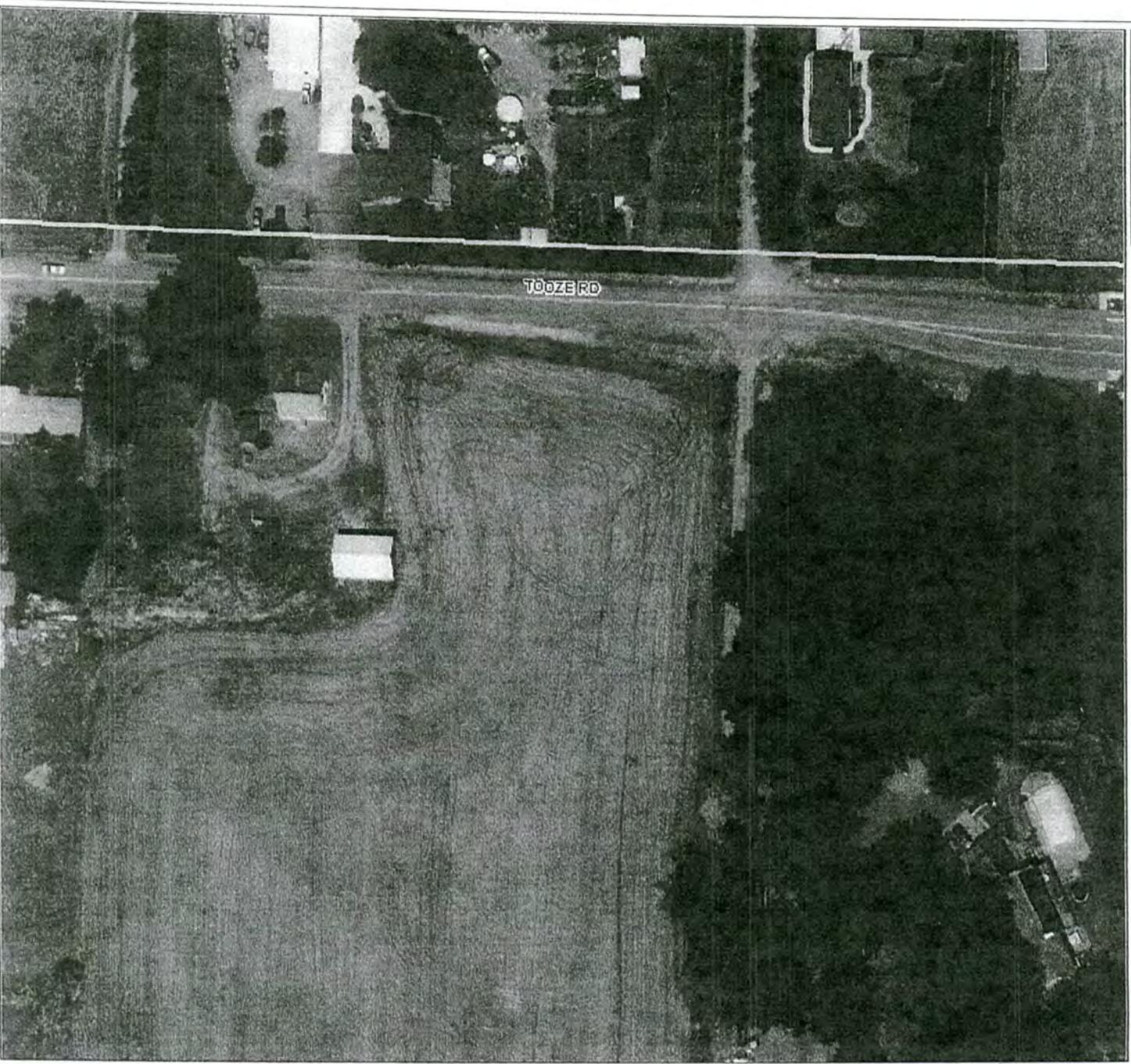
  
TIM KNAPP, Mayor

ATTEST:

  
Sandra C. King, City Recorder, MMC

SUMMARY OF VOTES:

Mayor Knapp	Yes
Councilor Nunez	Excused
Councilor Goddard	Yes
Councilor Starr	Yes



Scale 1:1,200  
1 in = 100 ft

Resolution No. 2370

**SEALED BID AUCTION  
OFFER TO PURCHASE FORM**

**Subject Property:** 3 bedroom, 1 bath bungalow-style house ('Dwelling') located at 11650 SW Tooze Road, Wilsonville, Oregon 97070. This Offer to Purchase is for the Dwelling only; the Dwelling **MUST BE MOVED** off of the existing property site and the property site restored per the standards set forth in attached **Exhibit A**.

This Offer is subject to the procedures, terms and conditions of the Purchase and Sale of Personal Property Agreement ("Agreement") which is incorporated herein by reference as **Exhibit B**. The undersigned Bidder hereby offers and agrees, if this bid is accepted, to purchase the Subject Property referenced in the Agreement and to restore the property per the standards set forth in attached **Exhibit A**.

If additional time is needed to move the Dwelling from the existing property site, please indicate below the date Bidder proposes to move the Dwelling. The date Bidder proposes to move the Dwelling is:

May 1, 2013

If Bidder wishes to modify any provision of the Agreement, these proposed changes must be noted in the space below:

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

TOTAL BID AMOUNT: \$ 501.00

Charlotte Lehan

Signature of Buyer

1-22-13

Date

Lehan

Last Name

Charlotte

First Name

D

MI

29786 SW Lehan Ct

Street Address

Wilsonville OR 97070

City

State

Zip Code

503-313-8040

Telephone

charbs51@frontier.com

Email Address


**CITY COUNCIL MEETING  
 STAFF REPORT**

<b>Meeting Date: February 21, 2013</b>	<b>Subject: Acceptance of offer to purchase surplus dwelling located at 11650 SW Tooze Road.</b>  <b>Staff Member: Kristin Retherford</b> <b>Department: Urban Renewal Manager</b>
<b>Action Required</b>	<b>Advisory Board/Commission Recommendation</b>
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: June 18, 2012 <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda	<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable <b>Comments:</b>

**Staff Recommendation:**

As the City's Urban Renewal Manager, I present this memo in support the surplus sale of the dwelling located at 11650 SW Tooze Road and re-affirm that the dwelling is not needed for a public purpose. As presented during the public hearing at which the dwelling was declared surplus, the property appraisal at the time of purchase found that the dwelling did not contribute to the value of the property. The dwelling is in need of a number of costly repairs to be habitable and demolishing the dwelling on-site also results in significant expense to the City. Further, keeping the property on site with no maintenance or use would create an attractive nuisance with potential risks. Selling the dwelling to another party for removal to another site is the least-cost option to the City with the most benefits.

**CITY OF WILSONVILLE**  
**CITY COUNCIL MEETING MINUTES**

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A special meeting of the Wilsonville City Council was held at the Wilsonville City Hall beginning at 7:00 p.m. on Thursday, January 24, 2013. Mayor Knapp called the meeting to order at 7:07 p.m., followed by roll call and the Pledge of Allegiance.

The following City Council members were present:

Mayor Knapp  
Council President Starr  
Councilor Goddard was excused  
Councilor Fitzgerald  
Councilor Stevens

Staff present included:

Bryan Cosgrove, City Manager  
Jeanna Troha, Assistant City Manager  
Mike Kohlhoff, City Attorney  
Sandra King, City Recorder  
Mark Ottenad, Public Affairs Director  
Dan Knoll, Public Affairs Coordinator  
Patty Brescia, Senior Programs Manager  
Nancy Kraushaar, Community Development Director  
Evie Proctor, Community Services Nutrition Coordinator  
Anna Gulotta, Law Student

**Motion:** Councilor Fitzgerald moved to approve the order of the agenda. Councilor Stevens seconded the motion.

**Vote:** Motion carried 4-0.

### **MAYOR'S BUSINESS**

Mayor Knapp announced the upcoming Council meeting and reported he attended the West Side Economic Alliance meeting where Portland Mayor Charlie Hales spoke.

Council liaison assignment to the City's Boards and Commissions will be taken up at the February 4, 2013 meeting.

### **COMMUNICATIONS**

A. Recognize Clackamas Community College for help during Community Center Kitchen Remodel Project

Clackamas Community College Wilsonville Training Center, Portland General Electric and PacifiCorp were recognized for allowing the Community Center staff to use their facility for senior programs and serving senior lunches during the kitchen remodel.

Shelly Tracy, Director at the CCC campus; Joyce Gabriel, Facilities Coordinator; and Nutrition Coordinators Evie Proctor and Jennifer Nelson introduced themselves. Ms. Tracy said CCC was honored to host the senior lunches and programs and she looked forward to future collaboration.

**CITY OF WILSONVILLE  
CITY COUNCIL MEETING MINUTES**

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Mayor Knapp presented a framed photograph to the Community College, and a certificate of appreciation to the Wilsonville Seniors for their monetary contribution to the project.

**CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS**

This is an opportunity for visitors to address the City Council on items *not* on the agenda. It is also the time to address items that are on the agenda but not scheduled for a public hearing. Staff and the City Council will make every effort to respond to questions raised during citizens input before tonight's meeting ends or as quickly as possible thereafter. Please limit your comments to three minutes.

There was none.

**COUNCILOR COMMENTS, LIAISON REPORTS & MEETING ANNOUNCEMENTS**

Council President Starr announced the next DRB-B meeting.

Councilor Fitzgerald invited the public to participate in the volunteer tree planting event at Tranquil Park scheduled for February 2<sup>nd</sup>.

Councilor Stevens reported the next meeting of the Economic Development Strategy Task Force will be January 31<sup>st</sup>.

**CONSENT AGENDA**

Mr. Kohlhoff read the Consent Agenda items for the record.

- A. Minutes of the December 3, 2012 and December 17, 2012 and January 7, 2013 Council Meetings.

**Motion:** Councilor Stevens moved to approve the Consent Agenda. Councilor Fitzgerald seconded the motion.

**Vote:** Motion carried 4-0.

**PUBLIC HEARING**

- A. **Ordinance No. 713** – first reading  
An Ordinance Of The City Of Wilsonville Amending Wilsonville Code Chapter 5, Section 5.210, Prohibited Parking Or Standing.

Mr. Kohlhoff read the title of Ordinance No. 713 into the record on first reading and introduced Anna Gulotta a 3<sup>rd</sup> year law student at Lewis and Clark Law School.

Mayor Knapp opened the public hearing at 7:24 p.m.

**CITY OF WILSONVILLE**  
**CITY COUNCIL MEETING MINUTES**

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Ms. Gulotta presented the staff report. As the code is currently written no large vehicles may be parked on the street in a residential neighborhood between the hours of 9 p.m. and 7 a.m. the following day, unless it is approved by the Council. The ordinance amending the code was drafted at the request of a councilor in response to a citizen complaint over receiving a parking ticket. Apparently the citizen had parked his recreational vehicle after permissible hours with the intention of emptying it the next day and received a ticket. Based on the request from the council member the ordinance slightly broadens the code provisions to accommodate loading and unloading recreational vehicles and utility trailers. Citizens would not need to immediately unload and then store the vehicle or utility trailer, the amendment provides for overnight parking of the RV or utility trailer for the purposes of loading or unloading and doing work on the adjacent residence.

The original code provision was passed in response to citizen complaints of people both sleeping in large vehicles and having difficulty passing on narrow subdivision streets due to large recreation vehicles parked on the streets. By amending the provision staff hoped to balance both the neighborhood concerns over people sleeping or parking on the side of the road and also convenience for owners who return home late at night and wish to wait until the next day to unload their vehicle.

The change to the code would not affect the restriction on sleeping in a vehicle as this is still prohibited by Section 5.210-12.

Although the ordinance would be somewhat more permissive for large vehicles, residents would still be restricted by the 72 hour limitation in Chapter 5, Section 200.

In writing the ordinance staff reviewed the cities of Portland, Tigard and Tualatin and incorporated some of the language from the Portland code into the proposed ordinance, namely adding "utility trailers" to the proposed language.

Councilor Stevens suggested allowing utility trailers to remain for 72 hours rather than overnight since utility trailers are used during homeowner projects such as unloading bark dust or moving furniture.

Mayor Knapp asked for clarification on the status of 'utility trailer' should it be removed from the proposed ordinance language.

Ms. Gulotta explained the provision is to enlarge the permissiveness of the current code, and currently it is not allowed.

Mr. Kohlhoff stated there is a provision that allows for certain types of vehicles and trailers, in a generic sense, to be parked on the street for 72 hours and then they have to be moved. He though Councilor Stevens was suggesting if 'or utility trailers' was deleted it would come in under the 72 hour provision rather than the overnight. If the language was changed to read'

“(2). No motor truck with a gross vehicle weight of more than 8,000 pounds, truck trailer, motor bus, *or* recreational vehicle, ~~or utility trailer~~ shall be parked on a street between the hours of 9:00 p.m. and 7:00 a.m. of the following day in front of or adjacent to a residence, motel, apartment, hotel or other sleeping accommodation, except

(a). as may otherwise be specifically adopted by action of the City Council, or

(b). to accommodate the loading/unloading of property belonging to the occupants of or performing a service on the adjacent residence.”,

that would allow for an extended time to empty a utility trailer which tend to be smaller.

**CITY OF WILSONVILLE  
CITY COUNCIL MEETING MINUTES**

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Mayor Knapp questioned a boat on a trailer and whether that was categorized as recreational vehicle, or as a trailer.

Mr. Kohlhoff recommended addressing the issue at hand this evening, and let staff research and return with information on trailered boats.

Mayor Knapp invited public testimony.

Ed Whitehurst of Boy Scout Troop 194 was glad to see the issue being addressed by Council. He stated their Troop leader received a ticket when the troop trailer was parked in front of his home. Mr. Whitehurst supported adoption of the ordinance.

The Mayor closed the public hearing at 7:40 p.m.

**Motion:** Council President Starr moved to approve Ordinance No. 713 as amended on first reading. Councilor Stevens seconded the motion.

Mr. Kohlhoff suggested restating the motion to pass the ordinance on first reading with the deletions that were discussed so the language would read: "No motor truck with a gross vehicle weight of more than 8,000 pounds, truck trailer, motor bus, *or* recreational vehicle, ~~or utility trailer~~ shall be parked on a street between the hours of 9:00 p.m. and 7:00 a.m. of the following day in front of or adjacent to a residence, motel, apartment, hotel or other sleeping accommodation, except,"

Council President Starr withdrew his motion, Councilor Stevens seconded.

**Restated Motion:** Councilor President Starr restated his motion to move to approve Ordinance No. 713 by deleting the words "or utility trailer" and adding "or" in front of 'recreational vehicle. Councilor Stevens seconded the motion.

Councilor Stevens indicated she would like to revisit the boat trailer issue.

Mr. Kohlhoff suggested allowing staff to take some time to research and review the boat situation and bring that back to Council.

**Vote:** Motion carried 4-0.

### **CONTINUING BUSINESS**

- A. **Resolution No. 2385** – continued from the 1/7/13 Council meeting.  
A Resolution Of The City Of Wilsonville Approving Addendum No. 4 To The Development Agreement Of June 14, 2004 By And Between The City Of Wilsonville (City) And The Urban Renewal Agency Of The City Of Wilsonville (URA) And Matrix Development Corporation (Developer) And Property Owners Donald E. Bischof / Sharon L. Lund, Arthur C. / Dee W. Piculell, The Dearmond Family LLC / Louis J. / Margaret P. Fasano (Owners) And Valerie And Matthew Kirkendall (Kirkendall) And Repealing Resolution No. 2377.

Mr. Kohlhoff read the resolution into the record by title only and mentioned Exhibit 4 had been replaced with an updated exhibit which was distributed prior to the meeting. Mr. Kohlhoff provided background on the development agreement.

**CITY OF WILSONVILLE  
CITY COUNCIL MEETING MINUTES**

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**Motion:** Councilor Fitzgerald moved to approve Resolution No. 2385 with the typographical correction in the title, updated Exhibit 4, and adoption date correction. Councilor Stevens seconded the motion.

**Vote:** Motion carried 4-0.

**CITY MANAGER'S BUSINESS**

Mr. Cosgrove reminded Council of the dates for their annual Goal Setting set for April 12 and 13, 2013, and of their joint meeting with the West Linn City Council, and the West Linn Wilsonville School District scheduled for February 20, 2013.

**LEGAL BUSINESS** – There was no report.

**ADJOURN**

**Motion:** Councilor Stevens moved to adjourn. Councilor Starr seconded the motion.

**Vote:** Motion carried 4-0.

The Council meeting adjourned at 7:57 p.m.

Respectfully submitted,

\_\_\_\_\_  
Sandra C. King, MMC, City Recorder

ATTEST:

\_\_\_\_\_  
TIM KNAPP, MAYOR

**CITY OF WILSONVILLE**  
**CITY COUNCIL MEETING MINUTES**

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A regular meeting of the Wilsonville City Council was held at the Wilsonville City Hall beginning at 7:00 p.m. on Monday February 4, 2013. Mayor Knapp called the meeting to order at 7:25 p.m., followed by roll call and the Pledge of Allegiance.

The following City Council members were present:

Mayor Knapp  
Council President Starr  
Councilor Goddard  
Councilor Fitzgerald  
Councilor Stevens

Staff present included:

Bryan Cosgrove, City Manager  
Jeanna Troha, Assistant City Manager  
Mike Kohlhoff, City Attorney  
Sandra King, City Recorder  
Mark Ottenad, Public Affairs Director  
Dan Knoll, Public Affairs Coordinator  
Jen Massa-Smith, SMART  
Kerry Rappold, Natural Resources Director  
Nancy Kraushaar, Community Development Director  
Chris Neamtzu, Planning Director

**Motion:** Councilor Stevens moved to approve the order of the agenda. Councilor Starr seconded the motion.

**Vote:** Motion carried 5-0.

**MAYOR'S BUSINESS**

A. Council Liaison Assignments

Council President Starr made the following recommendations for Councilor liaisons:

- Councilor Stevens: Development Review Board Panels A and B; and Wilsonville Seniors
- Councilor Fitzgerald: Planning Commission, Committee for Citizen Input; and Library Board (shared with Councilor Goddard)
- Councilor Goddard: Library Board (shared with Councilor Fitzgerald), Chamber Board; and Clackamas County Business Alliance
- Council President Starr: Park and Recreation Advisory Board; Chamber/City Leadership Board; and Economic Development Task Force

**Motion:** Councilor Fitzgerald moved confirm the appointments. Councilor Stevens seconded the motion.

**Vote:** Motion carried 5-0.

**CITY OF WILSONVILLE  
CITY COUNCIL MEETING MINUTES**

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**B. Letters of Support for CET Grant Applications**

Chris Neamtzu, Planning Director, presented the staff report. Metro has opened the third cycle of community development and planning grants which are awarded to local governments and pay for planning projects in specific target areas that will support development of future jobs and housing. An estimated \$3.7 million in highly competitive grant funds are available this cycle. Staff has prepared two draft letters of support for the Council's consideration.

Planning staff has been working to prepare grant application for the concept planning of the Frog Pond urban growth boundary area and the Advance Road urban reserve area.

The second grant application opportunity came up two weeks ago when the City was approached by the Port of Portland. During 2011-12, Metro, the Port of Portland, Business Oregon and other parties sponsored a Regional Industrial Site Readiness Project. The region-wide effort sought to identify potential large-lot (over 25 acres in size) industrial sites and key barriers to potential development of the sites. The Regional Industrial Site Readiness Project identified 31 total sites across the region as "Tier Three" sites, indicating that those sites needed significant planning activities prior to development. Wilsonville has five of these "Tier 3" industrial sites: #33 Coffee Creek 1; #34 Vans Investment; #59 Coffee Creek 2; #60 Coffee Creek 3; and #61 Coffee Creek 4.

Letters of Interest are due February 15, 2013 and the full applications are due April 15, 2013. Council received materials providing the history of the Advance Road Urban Reserve Area and the Coffee Creek Industrial Area Concept Plan to explain rationale for the request.

Regarding the large lot industrial lands study, Mr. Neamtzu stated one of the Goals Metro has articulated is the creation of jobs and it was an opportunity to build upon the prior work. The City received a grant from the State for the infrastructure analysis, and has partnered with the Port and Group Mackenzie to study a number of sites in the community. There are five specific aggregated sites in the Coffee Creek area and the intent is to look at how to get those sites development ready, do additional work on behalf of the private sector to advance those by studying wetlands, flood plains, look at constraints on those properties and prepare reports that could be used to advance those sites by the private sector.

Mayor Knapp indicated this Council has had discussions about the merit of and the importance of Basalt Creek and Coffee Creek Industrial Areas being one of the largest yet to be developed acreages within the tri-county UGB. If this gave the ability to make the next steps possible it would be an advantage for the City.

Council President Starr observed this was a great opportunity to work with the Port of Portland them and become better known to them.

**Motion:** Councilor Fitzgerald moved that Council support the staff sending the letters of interest. Councilor Stevens seconded.

**CITY OF WILSONVILLE  
CITY COUNCIL MEETING MINUTES**

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**Vote:** Motion carried 5-0.

C. Upcoming Meetings were announced by the Mayor in particular the joint meeting between the West Linn Wilsonville School District, City of West Linn, and City of Wilsonville to find ways to further joint interests. Mayor Knapp noted he had attended a town hall meeting hosted by Congressman Schrader along with other elected officials from surrounding communities to talk about issues occurring in their communities.

**CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS**

This is an opportunity for visitors to address the City Council on items *not* on the agenda. It is also the time to address items that are on the agenda but not scheduled for a public hearing. Staff and the City Council will make every effort to respond to questions raised during citizens input before tonight's meeting ends or as quickly as possible thereafter. Please limit your comments to three minutes.

Jake Schwein, 30510 SW Ruth Street, Wilsonville, announced the 2013 Community Rummage Sale hosted by Grace Chapel Church and set for March 8 and 9, 2013. All proceeds from the sale go back to the community of Wilsonville. Additional information is available at wilsonvillerrummagesale.com.

Theonie Gilmore announced June 1 and 2 as the dates of the annual Wilsonville Festival of the Arts in Town Center Park. Artists who want to be part of the festival can submit applications via the web site wilsonvillearts.org. The Wilsonville Theater Company is holding auditions for roles in their upcoming production of *James and the Giant Peach*.

**COUNCILOR COMMENTS, LIAISON REPORTS & MEETING ANNOUNCEMENTS**

Council President Starr – reported on the activities of DRB-Panel B and announced the Daddy Daughter Luau Dance.

Councilor Goddard – invited the public to attend the grand opening of the newly renovated Community Center on February 1, 2013.

Councilor Fitzgerald – announced the date of the public dedication and open house of the newly constructed SMART Fleet and Operations Center.

Councilor Stevens – mentioned the next meeting dates of the DRB panels A and B. She noted DRB Panel-A elected Andrew Karr as chair and Cheryl Dorman as vice chair at their first meeting. The Councilor attended the Arts and Technology open house, and participated in the Friends of Trees planting event in Tranquil Park.

**NEW BUSINESS**

A. **Resolution No. 2395**

**CITY OF WILSONVILLE  
CITY COUNCIL MEETING MINUTES**

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A Resolution Of The Wilsonville City Council Acting As The Local Contract Review Board, Authorizing South Metro Area Regional Transit (SMART) To Contract With Nelson/Nygaard For Consulting Services For The Transit Integration Project.

Mr. Kohlhoff read the title of Resolution No. 2395 into the record.

The Staff report was prepared by Jen Massa-Smith. Resolution No. 2395 will enable SMART to use an already approved State and Federal grant to implement the Transit Integration Project which is designed to find efficiencies in transit service provided within the I-5 corridor between Wilsonville and Portland.

SMART selected Nelson/Nygaard a qualified consulting firm in accordance with all City, State, and Federal procurement requirements that guarantee open and fair competition. The award was based on a weighted scoring of several factors, including price, experience and expertise.

The grant originated from the State of Oregon's Flexible Funds Program and was transferred to the Federal Transit Administration (FTA) for project oversight. The grant will pay for 80 percent of the total cost of the contract (\$106,080 of the \$132,600 total price) with the City's matching contribution budgeted for in the FY 2012/13 and FY 2013/14 budget.

**Motion:** Councilor Stevens moved to approve Resolution No. 2395. Councilor Goddard seconded the motion.

**Vote:** Motion carried 5-0.

**B. Resolution No. 2396**

A Resolution Of The City Of Wilsonville Acting In Its Capacity As The Local Contract Review Board Authorizing The Execution Of A Professional Services Agreement With Wallis Engineering To Provide Professional Services For The Memorial Park Parking Lot Repair Project.

Mr. Kohlhoff read the title of Resolution No. 2396 for the record.

Kerry Rappold presented the staff report. The Memorial Park parking lot is in need of repair due to asphalt failure and inadequate stormwater infrastructure. The existing orientation and configuration of the parking lot creates inefficient use of the available space, and creates confusion on the part of motorists using the parking lot.

Situated at the base of a steep slope, the parking lot is partially within the 100-year floodplain of a tributary to Boeckman Creek. It is also located partially within the Significant Resource Overlay Zone for the creek. Groundwater and stormwater have significantly impacted the parking lot, and appear to be the primary cause for much of the asphalt failure.

The 2012 Stormwater Master Plan identified a Low Impact Development project for the parking lot. In conjunction with reconfiguring the parking lot, vegetated swales were proposed to be included for stormwater treatment.

**CITY OF WILSONVILLE  
CITY COUNCIL MEETING MINUTES**

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An information kiosk and a corresponding trail connection adjacent to the parking lot were included in the 2004 Memorial Park Trails Plan. The trail will provide access to a bus turnout, and a connection to the Day Dream Ranch neighborhood. SMART buses occasionally access the parking lot, and the turnout will provide a safe place for buses to park.

The preliminary design for the project will be reviewed by the Parks and Recreation Advisory Board and Development Review Board in spring 2013. The construction documents for the project will be completed by early summer, and the construction of the improvements will occur after Labor Day to avoid undue disruptions to park users.

The public will be informed through an online open house which would begin in March, sport leagues have been receiving information, as well as the residents of the Day Dream Ranch area, and articles have been included in the Boones Ferry Messenger.

Councilor Starr asked if the Council would approve the design prior to the construction. Mr. Cosgrove stated the Council is authorizing staff to move forward with the analysis and design; and suggest that when the design is at thirty percent, staff will bring the work product back to Council for review.

**Motion:** Councilor Goddard moved to approve Resolution No. 2396. Councilor Starr seconded the motion.

Councilor Goddard asked that the Park and Recreation Board be engaged during the design phase and insure the approach road is reviewed.

**Vote:** Motion carried 5-0.

C. Approval of 2013 State Legislative Agenda

Mark Ottenad prepared the staff report. At the January 24 City Council work session, the Council reviewed a draft 2013 legislative agenda and made an amendment, and requested that the final agenda be brought back at February 4 for adoption. Previously, at the January 7, City Council work session, Mayor Knapp requested that staff bring to the Council as a starting point for the 2013 legislative session the draft 2011 legislative agenda, which was modified to account for new legislative issues of concern.

One of the questions for Council and staff to consider is to what degree does the City's legislative agenda correspond with that of other organizations, especially those of which the City is a member of. Oregon's premier municipal lobbying association, the League of Oregon Cities (LOC), has adopted a 2013 legislative agenda and City staff has recommended adopting some elements of the LOC agenda that are clearly aligned with City priorities; however, a lack of information on how other components of the LOC agenda might impact the City results in a "wait-and-see" approach. For instance, a lack of data for how "Reset at Sale" would impact Wilsonville and state operations has staff inclined to not actively endorse that particular plank.

**CITY OF WILSONVILLE  
CITY COUNCIL MEETING MINUTES**

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In a similar fashion, a number of organizations have endorsed changes to PERS public retirement system and advancing the Columbia River Crossing (CRC) project; however, as was discussed by Council on January 24, the City has little or no specific policy guidance on those issues and therefore the Council suggested that the City monitor discussions on those matters. One set of the City's legislative priorities pertaining to State assistance for development or redevelopment of industrial lands, which is supported by a number of organizations, government agencies and legislators, was not included in the Governor's proposed budget.

During the course of the anticipated five-month-long 2013 legislative session, a total of 3,500 to 4,000 bills are expected to be considered by members of the assembly. Over 1,200 pieces of pre-session legislation were filed by Oregon state representatives and senators that staff along with the City's public affairs consultant, Greg Leo of The Leo Co., are now reviewing.

Some proposed legislation may harm City interests, some may be beneficial and most may have no direct effect. The 2013 Legislative Agenda is designed to help guide how the City reacts to proposed legislation in terms of supporting, opposing or remaining neutral in our position on any given bill. When time allows on questionable matters or uncertainty arises on a given bill, staff check with the City Manager, and if feasible, with the Council to seek advice.

As the legislative session progresses past the final May revenue forecast, the legislative tempo dramatically increases. Important policies contained in budgets and bills can be transformed, amended in significant and in ways completely different than the original bills. Bill hearings before committees are called on a 'one-hour' basis. In this fluid legislative environment, having a legislative agenda based on direction by the City Council can give the City an ability to act with certainty and timeliness and increases our chances of obtaining for Wilsonville the best possible outcome. The legislative agenda is an effective tool for the City to be well-positioned to safeguard municipal interests by being able to respond in a way both timely and consistent with City Council policy.

As amended by Council, the Legislative Agenda is divided into four sections:

1. Governance
  - Local Autonomy
  - State Shared Revenues / Unfunded Mandates
2. Transportation & Transit Infrastructure
  - Transportation
  - Transit
3. Economic & Community Development
  - Land Use and Development
  - Workforce Development
4. Environmental Impact

In developing the City's 2013 Legislative Agenda, staff reviewed existing and prior City policies and practices, examined the legislative agendas and priorities of other jurisdictions and affiliated organizations, and gathered information from lobbyists and other public-affairs professionals about primary issues of concern in the 2013 legislative session. A general theme that emerged is that the 2013 session will be oriented towards "defensive positions" as the legislature grapples with how to fund current service levels in the 2013-15 biennium with major budget-busting issues and while the state and nation remained mired in "The Great Recession."

**CITY OF WILSONVILLE**  
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The "Citations to Authorities in Support of City of Wilsonville 2013 Legislative Agenda" provides references to various sources, such as the City Charter and Comprehensive Plan, and the legislative agendas of affiliate organizations, in support of the 2013 Legislative Agenda. Councilor Fitzgerald noted on January 24 that the tenants of the proposed legislative agenda echoed residents' interests as expressed in the National Citizen Survey of the community conducted in 2012.

Mr. Ottenad stated a legislative agenda was important since it provided staff with a general guidance policy to use when reviewing specific proposed legislation to see if that proposed legislation conforms to Council priorities. Particularly towards the end of the session when bills may be introduced or modified at the last minute.

Council President Starr suggested the following changes to the proposal:

- Amend Section 2.1 to insert the word 'prioritized' in the first sentence, so it would say, "the City of Wilsonville supports prioritized multimodal transportation options." He wanted to prioritize spending to address roads first when funding is tight.
- Section 2.4. Councilor Starr did not agree with extending WES service on Saturday due to the high cost per rider.
- Remove references to 'smart-growth' since it was not a Council Goal.
- Section 3.2, the Councilor wanted to know how the entire Council felt on that issue.
- Section 3.6, clarify the type of education support.
- Add a section on enterprise zones to allow Wilsonville to compete for jobs state-wide.
- Create an economic development partnership model for regional and national scope job opportunities.

Mr. Cosgrove suggested taking each of Councilor Starr's recommendations and vote on each separately.

Mayor Knapp asked for other comments.

Councilor Goddard requested the references to material be the most recently developed documents, and references to outdated materials be removed. In particular, the references to Council Goals and the Economic Opportunities Analysis. The Councilor asked that staff leverage cooperation with the League of Oregon Cities and other organizations dedicated to lobbying the State Legislature to minimize the use and cost of staff resources.

References to documents tied to the City's legislative agenda should be referenced in a way that reflects the most current edition of those policy documents. Staff would insure references to the citations were consistent with the most current version and recent citation without losing the track record and history lineage that led to the position.

Mayor Knapp addressed the first of Councilor Starr's recommendations, Transportation and transit infrastructure, 2.1, to reword the sentence to read "The city of Wilsonville supports *prioritized* multi-modal transportation options..."

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Councilor Starr agreed his recommendation was to insert “prioritize” or “prioritize with an emphasis on commerce.”

Mayor Knapp asked for clarification on what the Councilor was prioritizing.

Councilor Starr wanted transportation spending prioritized beginning with roadways, then transit services, then bike-ped alternatives.

Mayor Knapp observed some bills that come forward deal with one of those items and not with the others. How does staff know whether to support an item or not that is a second or third tier priority in the wording just suggested.

Councilor Fitzgerald offered another argument could be if we have an opportunity while we’re building a road to add pedestrian option alongside the road that can support our tourism, our recreation, make it a walkable community, sometimes your money is much more effectively spent at the time you are building a road. I would hate to tie our hands and wait to a future point.

Councilor Stevens agreed with Councilor Fitzgerald’s point adding you talked about job growth, companies come here because of the soft incentives and quality of life we have here. A lot of that has to do with recreation and bike paths, all those things that are part of the soft incentives and quality of life, even transit services so workers have an another way to get to work.

**Motion:** Councilor Starr moved that when transportation funding comes up all things being equal, if commerce, I would like to have us focus on commerce as a prioritization for funding in transportation bills. Mayor Knapp seconded the motion.

Councilor Fitzgerald offered Councilor Starr’s motion sounded like a second sentence that could be added to 2.1 and asked the councilor to restate his sentence. Mr. Cosgrove restated Councilor Starr’s statement as, “all things being equal, that he would prefer that we focus on commerce in terms of funding priorities.” Councilor Fitzgerald thought that item would fit better in 2.2.

After a discussion on the best location for the additional sentence, Councilor Starr withdrew his motion to amend 2.1. The seconder agreed.

**Motion:** Councilor Starr moved to amend 2.2 to read: “2.2 The City of Wilsonville supports strategies and plans that maintain or increase the traffic handling capacity of I-5 **and local streets** for the movement of freight and conduct of commerce.” Councilor Fitzgerald seconded.

**Vote:** Motion carried 5-0.

Mayor Knapp asked for a motion on item 2.4. “The City of Wilsonville supports expanded Westside Express Service (WES) commuter rail transit service for full-day and Saturday service and extension of service to Salem”, which Councilor Starr disagreed with.

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**Motion:** Councilor Starr moved to strike 2.4 from the recommended state legislative agenda. Councilor Goddard seconded the motion.

Councilor Stevens was hesitant to remove this section because she felt the way to grow transit and increase ridership is by funding the service. Expanding the service to include Saturday service would increase ridership. She did not think funding the extension of the WES line from Wilsonville to Salem would happen any time soon. The Councilor was convinced the more people using trains and buses, resulted in fewer cars on the road.

Councilor Fitzgerald thought Saturday service for WES would make it more usable resulting in more people using the commuter rail system. She agreed it took years to build ridership, but the benefit is to freight movement and keeping expansion of I-5 at bay.

Councilor Starr was concerned about the cost of WES particularly with expanding the service to Salem, and the length of time it would take to pay off those expenses.

Mayor Knapp commented the section about WES was a long range vision and would not be addressed in the near future. He thought as long as the discussion was occurring about a high speed commuter rail line in the Valley, the City should be aware of it and pay attention to it. The Mayor pointed out many of the City's large employers have an increasing number of employees who use WES and transit to and from work. The Mayor thought the two sections worked together in that commuters that are not in their cars supported 2.2 about keeping freight capacity available on surface streets and freeways.

Councilor Goddard felt the Council needed to pick its battles and that the financial situation with WES put extending service to Salem too far out into the future. He did not believe this should be a priority for the City's 2013 legislative agenda.

**Vote:** Motion failed 2-3  
Councilors Starr and Goddard voting "Aye"  
Councilors Fitzgerald, Stevens and Knapp voting "No"

Mayor Knapp asked for discussion on the next item, 3.1 "The City of Wilsonville supports sustainable, "smart-growth" concepts that include objectives such as compact urban development, the conservation of valuable resource lands and the protection of prime agricultural soils outside the urban growth boundary".

Councilor Starr disagreed with the references to "smart-growth" concepts and did not believe the term "compact urban development" in this objective was in line with Council Goals. He felt Wilsonville was a rural community with larger sized residential lots, and the city-wide survey indicated residents did not want to look like downtown Portland.

**Motion:** Councilor Scott moved to strike 3.1 from the land use development recommendations. Councilor Goddard seconded the motion.

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Councilor Fitzgerald did not read the statement as a mandate for exclusive compact urban development.

Councilor Stevens thought the City already employed sustainable smart-growth concepts in the way that Villebois, Main Street, and the Fred Meyer project were all planned and constructed. Villebois has a variety of housing options from small to large lots; and mixed use developments that cater to a variety of housing needs. It was important to take into consideration building concurrent infrastructure and utilities during the master planning phases, and to have the capability to expand using sustainable practices; these concepts are supported in the City's governing documents like the Comprehensive Plan. Using smart-growth concepts was one of the reasons the quality of life in Wilsonville was ranked so high.

Councilor Goddard noted the reference to smart-growth had been removed from the Council Goals in 2011-12, and the older 2009-10 Goals were referenced in the draft legislative agenda. He preferred not to see a carryover of the 2009-10 language the Councilors consciously removed. The Councilor thought the section on land use and development was an example of Council needing to pick its battles. Councilor Goddard questioned whether Wilsonville had any brownfields for development, and why this was a priority. If the League of Oregon City and Metro both were watching this item, why would Wilsonville want to weigh in? He suggested focusing on issues dealing with development of Coffee Creek and Basalt Creek.

Mr. Ottenad said there were some brownfields identified in Wilsonville. He noted part of adopting the legislative agenda is to show support for Business Oregon and the value of jobs creation. And so as other bodies go for legislative initiatives if the City can be supportive of their efforts the City, in turn, can cultivate favor for our initiatives.

Mayor Knapp noted the discussion on brownfields was off the topic before the Council. The Mayor personally supported smart-growth as an alternative to anything less than smart-growth concepts. He believed it was one of the concepts that made sense for efficient use of public dollars and provide those services efficiently for an appropriate number of people. Smart-growth describes a range of different choices that encompass many ideas. To suggest that it denotes just one particular outlook is not accurate or appropriate. The Mayor thought the conservation of resource lands and the protection of prime agriculture soils outside of the UGB was entirely appropriate and entirely in line with what Wilsonville has done for many years.

Councilor Starr disagreed stating his customers were looking for homes on larger lots and that smart-growth increased the cost per square foot. He wanted to allow larger sized lots in Wilsonville as well.

**Vote:** Motion failed 2-3.  
Councilors Starr and Goddard voting "Aye"  
Councilors Fitzgerald, Stevens and Knapp voting "No"

Mayor Knapp was not clear on the issue with 3.2 "The City of Wilsonville supports Oregon land-use law that calls for economic-development activities to occur in cities—areas with

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municipal governance and supporting infrastructure—and opposes efforts to encourage activities outside of cities that result in urban-level development.”

**Motion:** Councilor Starr moved to insert the word “urban” in place of “economic”.  
Councilor Fitzgerald seconded the motion.

Councilors agreed this change clarified the statement.

3.2 “The City of Wilsonville supports Oregon land-use law that calls for urban ~~economic~~-development activities to occur in cities—areas with municipal governance and supporting infrastructure—and opposes efforts to encourage activities outside of cities that result in urban-level development.”

**Vote:** Motion carried 5-0.

Councilor Starr indicated no discussion was necessary on 3.6 “The City of Wilsonville supports efforts to improve the overall quality of K-12 education, and in particular to strengthen Science-Technology-Engineering-Math (STEM) education, as well as post-secondary education that prepare tomorrow’s workforce.”

Councilor Starr wanted to include a tool that addressed the use of enterprise zones for the City of Wilsonville.

**Motion:** Mayor Knapp moved to support any actions that would make enterprise zones available to more jurisdictions such as Wilsonville and support creation of any additional economic development tools that appear to hold merit.  
Councilor Starr seconded the motion.

**Vote:** Motion carried 5-0.

New 3.4 “The City of Wilsonville supports any actions that would make enterprise zones available to more jurisdictions such as Wilsonville and support creation of any additional economic development tools that appear to hold merit.”

Councilors added this new section as number 3.4, and renumbered the remaining paragraphs.

Councilor Goddard expressed his support for STEM education and Wilsonville’s local partners who are furthering science, technology, engineering, and math education in Oregon.

**Motion:** Councilor Starr moved to approve the amended 2013 State Legislative Agenda.  
Councilor Fitzgerald seconded the motion.

**Vote:** Motion carried 5-0.

**CONTINUING BUSINESS**

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- A. **Ordinance No. 713** – second reading  
An Ordinance Of The City Of Wilsonville Amending Wilsonville Code Chapter 5,  
Section 5.210, Prohibited Parking Or Standing.

Mr. Kohlhoff read the title of Ordinance No. 713 into the record on second reading.

**Motion:** Councilor Goddard moved to approve Ordinance No. 713 on second reading.  
Councilor Stevens seconded the motion.

Councilor Goddard thanked the Legal department for addressing the concern he introduced in  
work session.

**Vote:** Motion carried 5-0.  
Mayor Knapp - Yes  
Council President Starr - Yes  
Councilor Goddard - Yes  
Councilor Fitzgerald - Yes  
Councilor Stevens - Yes

**CITY MANAGER'S BUSINESS**

- A. Reminders:
- Joint meeting with West Linn/Wilsonville School District Board, City of West Linn  
Councilors on **February 20, 2013** 6 p.m. at Wilsonville City Hall
  - Special Council meeting **Thursday, February 21**

**LEGAL BUSINESS** – No report.

**ADJOURN**

**Motion:** Councilor Goddard moved to adjourn. Councilor Starr seconded the motion.

**Vote:** Motion carried 5-0.

The Council meeting adjourned at 9:09 p.m.

Respectfully submitted,

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Sandra C. King, MMC, City Recorder

ATTEST:

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TIM KNAPP, MAYOR

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A regular meeting of the Wilsonville City Council was held at the Wilsonville City Hall beginning at 7:00 p.m. on Monday February 4, 2013. Mayor Knapp called the meeting to order at 7:25 p.m., followed by roll call and the Pledge of Allegiance.

The following City Council members were present:

Mayor Knapp  
Council President Starr  
Councilor Goddard  
Councilor Fitzgerald  
Councilor Stevens

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LEGISLATIVE AGENDA  
PORTION OF THE  
MEETING. OK*

Staff present included:

Bryan Cosgrove, City Manager  
Jenna Troha, Assistant City Manager  
Mike Kohlhoff, City Attorney  
Sandra King, City Recorder  
Mark Ottenad, Public Affairs Director  
Dan Knoll, Public Affairs Coordinator  
Jen Massa-Smith, SMART  
Kerry Rappold, Natural Resources Director  
Nancy Kraushaar, Community Development Director  
Chris Neamtzu, Planning Director

**Motion:** Councilor Stevens moved to approve the order of the agenda. Councilor Starr seconded the motion.

**Vote:** Motion carried 5-0.

**MAYOR'S BUSINESS**

A. Council Liaison Assignments

Council President Starr made the following recommendations for Councilor liaisons:

- Councilor Stevens: Development Review Board Panels A and B; and Wilsonville Seniors
- Councilor Fitzgerald: Planning Commission, Committee for Citizen Input; and Library Board (shared with Councilor Goddard)
- Councilor Goddard: Library Board (shared with Councilor Fitzgerald), Chamber Board; and Clackamas County Business Alliance
- Council President Starr: Park and Recreation Advisory Board; Chamber/City Leadership Board; and Economic Development Task Force

**Motion:** Councilor Fitzgerald moved confirm the appointments. Councilor Stevens seconded the motion.

**Vote:** Motion carried 5-0.

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**B. Letters of Support for CET Grant Applications**

Chris Neamtzu, Planning Director, presented the staff report.

Metro has opened the third cycle of community development and planning grants which are funded by the regional construction excise tax, these grants support planning projects that enable great communities to develop and thrive. Grants are awarded to local governments and pay for planning projects in specific target areas that will support development of future jobs and housing. An estimated \$3.7 million in highly competitive grant funds are available this cycle. Staff has prepared two draft letters of support for the Council's consideration.

Planning staff has been working to prepare grant application for the concept planning of the Frog Pond urban growth boundary area and the Advance Road urban reserve area.

The second grant application opportunity came up two weeks ago when the City was approached by the Port of Portland. During 2011-12, Metro, the Port of Portland, Business Oregon and other parties sponsored a Regional Industrial Site Readiness Project. The region-wide effort sought to identify potential large-lot (over 25 acres in size) industrial sites and key barriers to potential development of the sites. The Regional Industrial Site Readiness Project identified 31 total sites across the region as "Tier Three" sites, indicating that those sites needed significant planning activities prior to development. Wilsonville has five of these "Tier 3" industrial sites: #33 Coffee Creek 1; #34 Vans Investment; #59 Coffee Creek 2; #60 Coffee Creek 3; and #61 Coffee Creek 4.

Letters of Interest are due February 15, 2013 and the full applications are due April 15, 2013. Council received materials providing the history of the Advance Road Urban Reserve Area and the Coffee Creek Industrial Area Concept Plan to explain rationale for the request.

Regarding the large lot industrial lands study, Mr. Neamtzu stated one of the Goals Metro has articulated is the creation of jobs and it was an opportunity to build upon the prior work. The City received a grant from the State for the infrastructure analysis, and has partnered with the Port and Group Mackenzie to study a number of sites in the community. There are five specific aggregated sites in the Coffee Creek area and the intent is to look at how to get those sites development ready, do additional work on behalf of the private sector to advance those by studying wetlands, flood plains, look at constraints on those properties and prepare reports that could be used to advance those sites by the private sector.

Mayor Knapp indicated this Council has had discussions about the merit of and the importance of Basalt Creek and Coffee Creek Industrial Areas being one of the largest yet to be developed acreages within the tri-county UGB. If this gave the ability to make the next steps possible it would be an advantage for the City.

Council President Starr observed this was a great opportunity to work with the Port of Portland them and become better known to them.

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**Motion:** Councilor Fitzgerald moved that Council support the staff sending the letters of interest. Councilor Stevens seconded.

**Vote:** Motion carried 5-0.

C. Upcoming Meetings were announced by the Mayor in particular the joint meeting between the West Linn Wilsonville School District, City of West Linn, and City of Wilsonville to find ways to further joint interests. Mayor Knapp noted he had attended a town hall meeting hosted by Congressman Schrader along with other elected officials from surrounding communities to talk about issues occurring in their communities.

**CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS**

This is an opportunity for visitors to address the City Council on items *not* on the agenda. It is also the time to address items that are on the agenda but not scheduled for a public hearing. Staff and the City Council will make every effort to respond to questions raised during citizens input before tonight's meeting ends or as quickly as possible thereafter. Please limit your comments to three minutes.

Jake Schwein, 30510 SW Ruth Street, Wilsonville, announced the 2013 Community Rummage Sale hosted by Grace Chapel Church and set for March 8 and 9, 2013. All proceeds from the sale go back to the community of Wilsonville to address hunger and poverty. Additional information is available at wilsonvillerrummagesale.com.

Theonie Gilmore announced June 1 and 2 as the dates of the annual Wilsonville Festival of the Arts in Town Center Park. Artists who want to be part of the festival can submit applications via the web site wilsonvillearts.org. The Wilsonville Theater Company is holding auditions for roles in their upcoming production of *James and the Giant Peach*.

**COUNCILOR COMMENTS, LIAISON REPORTS & MEETING ANNOUNCEMENTS**

Council President Starr – reported on the activities of DRB-Panel B and announced the Daddy Daughter Luau Dance.

Councilor Goddard – invited the public to attend the grand opening of the newly renovated Community Center on February 14, 2013.

Councilor Fitzgerald – announced the date of the public dedication and open house of the newly constructed SMART Fleet and Operations Center.

Councilor Stevens – mentioned the next meeting dates of the DRB panels A and B. She noted DRB Panel-A elected Andrew Karr as chair and Cheryl Dorman as vice chair at their first meeting. The Councilor attended the Arts and Technology open house, and participated in the Friends of Trees planting event in Tranquil Park.

**NEW BUSINESS**

A. **Resolution No. 2395**

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A Resolution Of The Wilsonville City Council Acting As The Local Contract Review Board, Authorizing South Metro Area Regional Transit (SMART) To Contract With Nelson/Nygaard For Consulting Services For The Transit Integration Project.

Mr. Kohlhoff read the title of Resolution No. 2395 into the record.

The Staff report was prepared by Jen Massa-Smith. Resolution No. 2395 will enable SMART to use an already approved State and Federal grant to implement the Transit Integration Project which is designed to find efficiencies in transit service provided within the I-5 corridor between Wilsonville and Portland.

SMART selected Nelson/Nygaard a qualified consulting firm in accordance with all City, State, and Federal procurement requirements that guarantee open and fair competition. The award was based on a weighted scoring of several factors, including price, experience and expertise.

Planning and outreach of the project would begin if the resolution is approved.

The grant originated from the State of Oregon's Flexible Funds Program and was transferred to the Federal Transit Administration (FTA) for project oversight. The grant will pay for 80 percent of the total cost of the contract (\$106,080 of the \$132,600 total price) with the City's matching contribution budgeted for in the FY 2012/13 and FY 2013/14 budget.

**Motion:** Councilor Stevens moved to approve Resolution No. 2395. Councilor Goddard seconded the motion.

**Vote:** Motion carried 5-0.

**B. Resolution No. 2396**

A Resolution Of The City Of Wilsonville Acting In Its Capacity As The Local Contract Review Board Authorizing The Execution Of A Professional Services Agreement With Wallis Engineering To Provide Professional Services For The Memorial Park Parking Lot Repair Project.

Mr. Kohlhoff read the title of Resolution No. 2396 for the record.

Kerry Rappold presented the staff report. The Memorial Park parking lot is in need of repair due to asphalt failure and inadequate stormwater infrastructure. The existing orientation and configuration of the parking lot creates inefficient use of the available space, and creates confusion on the part of motorists using the parking lot.

Situated at the base of a steep slope, the parking lot is partially within the 100-year floodplain of a tributary to Boeckman Creek. It is also located partially within the Significant Resource Overlay Zone for the creek. Groundwater and stormwater have significantly impacted the parking lot, and appear to be the primary cause for much of the asphalt failure.

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The 2012 Stormwater Master Plan identified a Low Impact Development project for the parking lot. In conjunction with reconfiguring the parking lot, vegetated swales were proposed to be included for stormwater treatment.

An information kiosk and a corresponding trail connection adjacent to the parking lot were included in the 2004 Memorial Park Trails Plan. The trail will provide access to a bus turnout, and a connection to the Day Dream Ranch neighborhood. SMART buses occasionally access the parking lot, and the turnout will provide a safe place for buses to park.

The City of Wilsonville solicited a Request for Proposals (RFP) on November 21, 2012 for professional services to develop conceptual and final plans for the Memorial Park Parking Lot project. The RFP identified the need for surveying, engineering, geotechnical, arborist, landscaping, and public involvement services to complete the design for the project.

Three firms responded to the RFP, by the required deadline of December 14, 2012, and after a thorough review by City staff, Wallis Engineering was selected to complete the project. A final scope and fee estimate was negotiated with Wallis Engineering, and agreed to on January 16, 2013.

The preliminary design for the project will be reviewed by the Parks and Recreation Advisory Board and Development Review Board in spring 2013. The construction documents for the project will be completed by early summer, and the construction of the improvements will occur after Labor Day to avoid undue disruptions to park users.

The public will be informed through an online open house which would begin in March, sport leagues have been receiving information, as well as the residents of the Day Dream Ranch area, and articles have been included in the Boones Ferry Messenger.

Councilor Starr asked if the Council would approve the design prior to the construction. Mr. Cosgrove stated the Council is authorizing staff to move forward with the analysis and design; and suggest that when the design is at thirty percent, staff will bring the work product back to Council for review.

**Motion:** Councilor Goddard moved to approve Resolution No. 2396. Councilor Starr seconded the motion.

Councilor Goddard asked that the Park and Recreation Board be engaged during the design phase and insure the approach road is reviewed.

**Vote:** Motion carried 5-0.

C. Approval of 2013 State Legislative Agenda

Mark Ottenad prepared the staff report. At the January 24 City Council work session, the Council reviewed a draft 2013 legislative agenda and made an amendment, and requested that the final agenda be brought back at February 4 for adoption. Previously, at the January 7, City

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Council work session, Mayor Knapp requested that staff bring to the Council as a starting point for the 2013 legislative session the draft 2011 legislative agenda, which was modified to account for new legislative issues of concern.

One of the questions for Council and staff to consider is to what degree does the City's legislative agenda correspond with that of other organizations, especially those of which the City is a member of. Oregon's premier municipal lobbying association, the League of Oregon Cities (LOC), has adopted a 2013 legislative agenda and City staff has recommended adopting some elements of the LOC agenda that are clearly aligned with City priorities; however, a lack of information on how other components of the LOC agenda might impact the City results in a "wait-and-see" approach. For instance, a lack of data for how "Reset at Sale" would impact Wilsonville and state operations has staff inclined to not actively endorse that particular plank.

In a similar fashion, a number of organizations have endorsed changes to PERS public retirement system and advancing the Columbia River Crossing (CRC) project; however, as was discussed by Council on January 24, the City has little or no specific policy guidance on those issues and therefore the Council suggested that the City monitor discussions on those matters. One set of the City's legislative priorities pertaining to State assistance for development or redevelopment of industrial lands, which is supported by a number of organizations, government agencies and legislators, was not included in the Governor's proposed budget.

During the course of the anticipated five-month-long 2013 legislative session, a total of 3,500 to 4,000 bills are expected to be considered by members of the assembly. Over 1,200 pieces of pre-session legislation were filed by Oregon state representatives and senators that staff along with the City's public affairs consultant, Greg Leo of The Leo Co., are now reviewing.

Some proposed legislation may harm City interests, some may be beneficial and most may have no direct effect. The 2013 Legislative Agenda is designed to help guide how the City reacts to proposed legislation in terms of supporting, opposing or remaining neutral in our position on any given bill. When time allows on questionable matters or uncertainty arises on a given bill, staff check with the City Manager, and if feasible, with the Council to seek advice.

As the legislative session progresses past the final May revenue forecast, the legislative tempo dramatically increases. Important policies contained in budgets and bills can be transformed, amended in significant and in ways completely different than the original bills. Bill hearings before committees are called on a 'one-hour' basis. In this fluid legislative environment, having a legislative agenda based on direction by the City Council can give the City an ability to act with certainty and timeliness and increases our chances of obtaining for Wilsonville the best possible outcome. The legislative agenda is an effective tool for the City to be well-positioned to safeguard municipal interests by being able to respond in a way both timely and consistent with City Council policy.

As amended by Council, the Legislative Agenda is divided into four sections:

1. Governance
  - Local Autonomy
  - State Shared Revenues / Unfunded Mandates
2. Transportation & Transit Infrastructure
  - Transportation

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- Transit
- 3. Economic & Community Development
  - Land Use and Development
  - Workforce Development
- 4. Environmental Impact

In developing the City’s 2013 Legislative Agenda, staff reviewed existing and prior City policies and practices, examined the legislative agendas and priorities of other jurisdictions and affiliated organizations, and gathered information from lobbyists and other public-affairs professionals about primary issues of concern in the 2013 legislative session. A general theme that emerged is that the 2013 session will be oriented towards “defensive positions” as the legislature grapples with how to fund current service levels in the 2013-15 biennium with major budget-busting issues and while the state and nation remained mired in “The Great Recession.”

The “Citations to Authorities in Support of City of Wilsonville 2013 Legislative Agenda” provides references to various sources, such as the City Charter and Comprehensive Plan, and the legislative agendas of affiliate organizations, in support of the 2013 Legislative Agenda. Councilor Fitzgerald noted on January 24 that the tenants of the proposed legislative agenda echoed residents’ interests as expressed in the National Citizen Survey of the community conducted in 2012.

*Begin transcript*

Mayor Knapp	Why does the legislative agenda matter to the citizens of Wilsonville?
Mr. Ottenad	<p>During the legislative session, particularly towards the end of the session, many bills are introduced or modified at the last moment. Hearing can be called without 24-hour notice; many times staff does not have the ability to go back to our electeds to check in to see what kind of a position we should take on a given bill.</p> <p>The legislative agenda provides us with a general policy guidance to which we can then look at specific proposed legislation to see how well it conforms or does not conform to the City Council’s priorities. So the legislative agenda is a tool that allows the City to act in a proactive manner to defend City interests at the legislature.</p>
Council President Starr	<p>I was on a business trip last meeting so I wasn’t able to attend the work session, so I did not have a chance to give input, and I want to share input. So if you would stay there that would be great, but a lot of my input would be to the Council, just to ask several other questions as we consider what we are recommending as our positions.</p> <p>First in 2.1 if it was up to me I would insert the word ‘prioritized’ in the first sentence, so it would say, “the City of Wilsonville supports prioritized multimodal transportation options.”</p> <p>Because to me there can be many different options but I think we should prioritize them so that perhaps in times like we are now were the times are tough, we are spending most of our money on roads and things that are really going to positively effect commercial and jobs as opposed to perhaps, bike trails that might be something that are nice to have but maybe we would</p>

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	<p>invest in those when we have more money to divvy up.</p> <p>On 2.4 I don't agree with that. WES to Saturday service and back to Salem, WES right now if I'm correct is costing us \$22.50 per rider. It's in the hole and I just think we ought to figure that out before we go spending a whole lot more money.</p> <p>Land use, I see supports smart-growth and I don't think smart-growth is on our Council Goals. I would recommend that we pull that out until we decide, if we decide, that smart-growth would be one of the Council Goals.</p> <p>On 3.2 I have a question. I suppose that would suggest that, if we live by that, that we oppose logging and commerce at rural airports. And personally I don't oppose responsible logging and commercial at rural airports. So I don't know where we would stand on that.</p> <p>On 3.6 "supports efforts to improve overall quality of K-12 education" I was just kind of wondering what kind of efforts? If we tie that to the growth policies, which are above, and look at where Portland has gone in the last 30 years, and their test scores with STEM education, it seems like that's not going in the right direction. And so I'm just wondering if we are going to support something, what are we going to support, because we want a positive direction as far as science, technology, engineering and math testing.</p> <p>I don't see really anything in work force development as it pertains to enterprise zones, and I would think that we would all hope that Wilsonville would not be suspended from enterprise zones so we could compete in state, so we could have a place with the state where we could compete for jobs. And right now the state has not put us in a good position as far as that's concerned.</p> <p>So one last thing, perhaps something with the creation of a state-City economic development partnership model for regional and national scope opportunities that come up. Again I don't know if it would come up, but I think that we would want to endorse something like that that really gets us much more aggressive within the possibility of opportunities for more jobs in the future.</p> <p>So that would be my charge to the Council.</p>
Mayor Knapp	Could you restate that last one please?
Councilor Starr	What about the creation of a state or City or state-City economic development partnership model for regional and national scope opportunities as they relate to jobs.
Mr. Cosgrove	We certainly have cooperation with state agencies when leads come in and they contact us and ask about facilities, but no
Councilor Starr	No model really, they call us up and try to help us
Mr. Cosgrove	It's more of a 'hot lead' kind of thing, what do you have and if you are interested let's set up a meeting, that kind of thing. But there is not state, City-state regional. Those efforts tend to be more regional than state to City.

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	<p>I don't know if Councilor Starr is done or not, and I don't know if Councilor Goddard or the other Councilors have things they want to add. What I'm going to recommend, Mr. Mayor, while you are doing that, if you are going to amend your legislative agenda perhaps it would be more efficient to start with the first one and see if there is a motion and second to amend it because otherwise we're not going to be able to capture all this. You almost have to vote on each of these individually as opposed to.</p> <p>I think I agree with the first one that you said, maybe you could start at the beginning and see if there is support to amend the legislative agenda.</p>
Councilor Starr	<p>I know it's kicking off today, so I don't want to put us too far behind on anything but I could give this to Sandy or somebody and it could be all written down then we could vote on it at the next Council meeting if we would want to do that. Or if not we can go through one by one.</p>
Mr. Cosgrove	<p>The problem with doing that it presumes that Council supports wholesale individually in combination what you are recommending. And since we already have a draft legislative agenda I am going to recommend that you take each issue and vote on them individually just as a way of us getting this done and wrapped so that we can go forth and conquer.</p>
Councilor Starr	<p>I don't want to make this all mine, so if there are any other issues that anybody else has, additions or subtractions, maybe we should look at them now and then go through them one by one so everybody has their own suggestions on the table.</p>
Mayor Knapp.	<p>Okay. Councilor Goddard</p>
Councilor Goddard	<p>Just a couple of quick comments. I guess that first off there appear to be a number of references to dated material. There are references to outdated City Council Goals, I believe since this is the 2013 state legislative agenda that it should reflect the 2012-2013 Council Goals and priorities that are encompassed there.</p> <p>So if you are referencing Goals that no longer exist then I would suggest those references be removed and then I think we need to have a discussion about whether in fact that is still a priority for us in the legislative agenda or not.</p> <p>And there are also references to 2008 Economic Opportunity Analysis, I think we have some updated economic opportunity analysis information that we paid a consultant to complete that updated study as part of the economic development strategy.</p> <p>Again, I think if we are referencing EOA we should be referencing the current EOA information that's in there, and I think our strategy and priorities ought to reflect current information, not 2008 information, that actually was looking at 2006 data.</p> <p>And then a request for our City manager that in looking through these it looks like a number of these items on the draft legislative agenda are also on the agendas of the League of Oregon Cities, drafts of Metro, we have Councils of Government for Yamhill, Polk counties, Aurora just to our south</p>

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	is a member of that. I guess I would like to see us leveraging those organizations that are dedicated to lobbying the state legislature that have resources dedicated to do that so that we can then minimize the amount of staff effort and cost for consultants that the City of Wilsonville is incurring to basically support an agenda that others are geared up to support on our behalf. I'd like to see us better leverage those other resources.
Mr. Cosgrove	We do that now. I think you use Mr. Leo; you have used his services in the past on specific issues related only to Wilsonville. We definitely support and received the benefits of the League of Oregon Cities and other entities, but it's a good point.
Mayor Knapp	Mr. Cosgrove, is our economic opportunity analysis updated formally from 2008?
Mr. Cosgrove	That went through a process of being adopted by the Planning Commission and City Council. Mr. Chase updated some data and that was brought back, but I can't say for 100%, but we can get an answer to that.
Mayor Knapp	But we're dealing with this tonight.
Mr. Cosgrove	It's a good point the data was updated. So I'm not sure that that changed the thrust of the EOA per se.
Mayor Knapp	I'm not sure if that changed the Goals and whatnot in that or just updated data.
Mr. Cosgrove	My recollection is that it updated, refreshed the data.
Mr. Ottenad	We had citations more to concepts in here.
Mayor Knapp	The question is whether those carried through or not.
Mr. Cosgrove	The policies themselves I do not believe changed, it was the data.
Mayor Knapp	So the 2008 would still be the controlling policies.
Mr. Cosgrove	I can't say for 100% certain. So I would want to get back to you on that one.
Councilor Goddard	Thank you. I would offer the point of view that we did formally adopt the Economic Opportunity Strategy and I think part of that was a discussion of economic development policies. So I would just say to the extent that we are citing policies and using data of the EOA to support those that we make sure that those are consistent.
Mr. Cosgrove	I think we could amend the document to do that without sacrificing the content of the legislative agenda, if you are all in agreement on that.
Mayor Knapp	I'm not sure if we are or not, that may be another question we have to ask.
Councilor Fitzgerald	Thank you your honor. I noticed on page 7, attachment B, 2.4, it does site proposed legislations supported by the Wilsonville Economic Development Strategy, August 2012. So that's one there.  I think there are some older citations and some newer citations.
Mr. Cosgrove	I think the point is we are referencing the right documents. That's all I think the Councilor is saying, I think that is something that we could
Mayor Knapp	The other point that I would like to make, is that this is intended partially to show how we got at the proposed policy, that there is a track record of actions that support a certain direction. And the fact that you have a most recent input does not necessarily negate the history of how we arrived at that. And part of the citations merit is in demonstrating that lineage that led us to that position over time. So personally I do not see why it is desirable to remove everything except the most recent citation.
Councilor Starr	Unless it is contradictory.

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Mayor Knapp	Unless it's changed, right.
Councilor Goddard	I don't think I was suggesting we remove them all; I was just suggestion that we be consistent with the current version.
Mayor Knapp	So, on that last point is Council generally in agreement with that as outlined by Councilor Goddard and clarified by City Manager Cosgrove to be sure we include the latest updates citations?  I'm seeing nods, yes. Councilor Fitzgerald
Councilor Fitzgerald	I just want to clarify what you are describing.  That we would update this as the background source document.
Mr. Cosgrove	When we are making references to documents that are tied to our legislative agenda that those are referenced in a way that reflect the most current edition of those policy documents.
Councilor Fitzgerald	So I agree with that.
Mayor Knapp	Okay. So I'm not seeing that we need to do anything more formal on that point.  As to Councilor Goddard's question about Goals, the last Goals that we had were 2011-12. I'm not clear; we do not have 2013 Goals yet, so I'm unclear Councilor as to what your proposal is on Goals.
Councilor Goddard	Just the same, that we are using the most recent ones. I think there are a couple of references here to 2011-2012 Goals that were adopted in June of 2011,
Mayor Knapp	This is the last time we adopted Goals. So what do you want to do different than that?
Councilor Goddard	To the extent that we are referencing older versions that let's just make sure that.  For example, Councilor Starr made a comment about smart-growth. We don't have smart-growth prioritized in the current version of the Council Goals, so I think we need to have some discussion about to what extent we want that to be a priority for the legislative agenda.
Mayor Knapp	Okay, we will deal with that, if I may, when we consider each of Councilor Starr's proposals.  Anything else? Alright, so we'll go back to Councilor Starr's. I don't want this to be too extended a discussion. Let me see if I've captured these.  First of all is the Transportation and Transit Infrastructure, goal 2.1 wherein he recommends that it should be reworded to say, "The City of Wilsonville supports <b>prioritized</b> multi-modal transportation options..." Is that accurate?
Councilor Starr	That would be correct. My recommendation would be "prioritize" or "prioritize with an emphasis on commerce".
Mayor Knapp	My hesitation I guess is that when it says prioritize, I don't understand what it means prioritize what in front of what else.
Councilor Starr	Spending. I guess that's what I'm talking about. So transportation spending that impacts commerce.
Mayor Knapp	But when you say prioritize Goals, how do you know if transit service comes

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	before or after roadways, how do you know if residents come before or after commuting workers or businesses before or after. I'm confused by how that clarifies.
Councilor Starr	Well if you wanted to sink it in later, I would just say in the order that it's put roadways, then transit services, then bike-ped alternatives, in that prioritized order. Just like it reads.
Mr. Cosgrove	You're referring to funding.
Councilor Starr	Yes.
Mayor Knapp	My observation on this is that some bills that come forward deal with one of those items and not with the others. So that item comes forward and we have changed it in the way that is suggested, how does staff know whether to support that item or not that is a second or third tier priority in the wording just adopted, but for a bill that deals with the one item, not with the broad.
Councilor Starr	We could stay here all night because we just have four main points that they are going to have to make conclusions on as well on tons of legislation. I'm just offering that up.
Councilor Fitzgerald	I guess we're in the discussion point?
Mayor Knapp	I agree I don't want to discuss too much, but I'm trying to have a little bit of clarity what this is about.
Councilor Fitzgerald	I was going to offer, I also think it becomes difficult to add, I hear what you are saying about wise use of resources but another argument could be if we have an opportunity while we're building a road to add pedestrian option alongside the road that can support our tourism, our recreation, make it a walkable community, sometimes your money is much more effectively spent at the time you are building a road. I would hate to tie our hands and wait to a future point. It just seems like we are getting into real minutia on something. I don't think it would help us to add that word.
Councilor Stevens	I was thinking along those same lines. The reason, if a bill comes up and it's going to build a bike path, just as we were talking earlier tonight, it's about tourism, bringing people to the City. And you talked about job growth, companies come here, we talked about soft incentives. Companies come here because of the quality of life we have here, and a lot of that has to do with recreation and bike paths, all those things that are part of this and even transit services so workers have an another way to get to work.  Roadways are important especially to move freight, but I don't know if prioritizing them, especially when you are dealing with bills that are coming through the legislature to say we're not going to focus on that bill or support that bill because it deals with a bike path or somehow supports mass transit because it's not a roadway bill.
Mayor Knapp	Okay, I think we need to vote on this.
Councilor Starr	Can I just say one thing because we're getting a little bit confused. I'm not saying wipe out all bike paths, I'm not saying that. I'm saying a prioritization for commerce. So if it comes up, if it comes up where commerce can be prioritized in transportation that's what I'm asking.
Mayor Knapp	I'm going to call for the question on this. We could spend a long time working on this.
Mr. Cosgrove	Point of order.
Mayor Knapp	Yes.

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Mr. Cosgrove	Was there a motion and a second?
Councilor Stevens	I don't think so.
Mr. Cosgrove	So I think before we enter into discussion, first of all you need a motion and a second, then you get into discussion, then you can call for the question. So you need a motion and a second.
Mayor Knapp	I thought Councilor Starr made the motion.
Mr. Cosgrove	He made a recommendation
Mayor Knapp	So is there a motion on the discussion on 2.1?
Councilor Starr	I would like to make a <b>motion</b> that when transportation funding comes up all things being equal if commerce, I would like to have us focus on commerce as a prioritization for funding in transportation bills.
Mayor Knapp	Is there a second? I'll second it for the sake of the vote.  I think we've had discussion. All in favor of the motion please say Aye.  Councilor Fitzgerald, are you wishing to comment?
Councilor Fitzgerald	Is this light working?  I did want to discuss this. So what you've just described, there, Councilor Starr, sounded like a second sentence that we could add. Is that what you are proposing?
Councilor Starr	In that case, that motion was a second sentence, yes.
Councilor Fitzgerald	Could you restate it please?
Councilor Starr	I have no idea what I just said, Sandy?
Mr. Cosgrove	He said, "All things being equal, that he would prefer that we focus on commerce in terms of funding priorities."
Councilor Starr	Yes.
Councilor Fitzgerald	I would suggest that that might fit in better with 2.2.
Mayor Knapp	Which essentially says what you've just said.
Councilor Starr	With the exception that it's just I-5. So it could be new roads, it could be other stuff. You could put it either place.  So we have a motion and a second.
Councilor Fitzgerald	Since we're still on the discussion, it seems that we might need to I feel like I would be amenable to adding that into 2.2, but it doesn't fit in with the motion.  Maybe we could have it restated. Because we were talking about 2.1 adding one word in.
Mr. Cosgrove	Then he would have to withdraw his motion.
Mayor Knapp	Does the maker of the motion wish to take any further action?
Councilor Starr	I'll go ahead and withdraw it.
Mayor Knapp	<b>Motion is withdrawn.</b> I seconded I agree with the withdrawal. Is there a motion on the transportation section of the legislative agenda?
Councilor Starr	I would like to restate the original sentence that I had to be added to 2.2.
Mayor Knapp	Would somebody read that sentence?
Councilor Starr	Would you read that again Bryan?
Mr. Cosgrove	Maybe an easier way to say it would be to say not just I-5 but all transportation infrastructure

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Councilor Stevens	Just add that after I-5
Councilor Fitzgerald	I second it.
Mr. Cosgrove	You could say local arterial and collector streets if that's more
Councilor Starr	Add it after I-5? Okay.
Councilor Fitzgerald	I second the motion as read by the City Manager.
Mr. Cosgrove	You're inserting the words "of I-5 and local streets". How's that, that would include arterial collectors.  <i>"2.2 The City of Wilsonville supports strategies and plans that maintain or increase the traffic handling capacity of I-5 and local streets for the movement of freight and conduct of commerce."</i>
Councilor Starr	That's fine.
Mayor Knapp	The second accept that?
Councilor Fitzgerald	Indicated acceptance.
Mayor Knapp	So we have a motion and a second, do we need more discussion? If not, all in favor of the motion please say 'Aye', the <b>motion passes 5-0.</b>
Mayor Knapp	The second item, Transit. Councilor Starr indicated he disagreed with 2.4 is there a motion with regard to 2.4.
Councilor Starr	I make a <b>motion</b> that we strike 2.4 from our recommended state legislative agenda.  <i>2.4 The City of Wilsonville supports expanded Westside Express Service (WES) commuter rail transit service for full-day and Saturday service and extension of service to Salem.</i>
Mayor Knapp	Is there a second?
Councilor Godard	Second.
Mayor Knapp	Moved and seconded, is there discussion?  Councilor Stevens do you want the floor?
Councilor Stevens	Well, I'm hesitant; I understand what you are staying about the funding. WES is expensive. But I also think the way you grow transit is to, you have to fund it at a base level so you can grow it. I think people will begin to use, I'm starting to use it, my husband uses WES, people are starting to use WES, and I think if we can ride it on a Saturday, people will be using that train and that commuter service. It's worth exploring that. It's hard to say if funding will become available, money is so tight in Salem, I would be surprised if this happens. But if there is a grant that we can try this out, even if it's for a short time, and see if it takes off, the more people we get using the trains and the buses, the fewer cars on the road, less traffic, all those positive things happen. I just want to throw that out there for consideration.
Mayor Knapp	Other discussion
Councilor Fitzgerald	I think we're a little bit out of context here with the use of WES by saying people are starting to use it because I ride it fairly often. When I do ride it in the early morning and on the trip home, there can be no standing room, there are lots of bikes on WES there are certainly fewer people on in the middle of the day, it's a lot lighter.

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	<p>There's a whole story that we could hear about WES that we're not hearing right now. And the other story about if you had it on Saturday, if you have it more usable, and we did have more people using rail, the benefit of that comes also to, and certainly it takes years to develop heavy ridership, but I believe there is a benefit down the road to freight movement also by keeping the need to continue to expand I-5 at bay, the more we can get people using this kind of transit. So I'm in favor of this.</p>
Mayor Knapp	Thank you. Other discussion?
Councilor Starr	<p>It also says, "... service extension to Salem." The amount of money that it would cost to put WES service down to Salem would be absolutely staggering. I don't know, I don't think anybody here has a number right now, but how long it would take WES to pay off just for just where the tracks are right now, probably would take us to the end of this millennium or something, it's just phenomenal how much money was spent for what kind of revenue is turning around in that. Right now I just couldn't imagine even approaching how much money it would cost to take that down to Salem and how long it would take to pay off.</p>
Mayor Knapp	<p>Thank you. Other discussion?</p> <p>My comments. The reasons Councilor Starr has just outlined is why I don't think it matters having this in here, it's a long long range kind of vision. There is discussion about high speed commuter rail running up and down the valley whether that relates to WES and service on these tracks, I don't know. But as long as the discussion is going on I think we ought to be cognizant of what's going on and pay attention to it. I would hate to suddenly find some proposal that was detrimental for high speed rail to run through Wilsonville and think we ought to pay attention to it.</p> <p>I want to also note that our larger employers have an increasing number of employees that arrive on WES and use the service quite strongly. All of those commuters that are not in their cars support 2.2 that we just voted on about keeping freight capacity available on surface and freeway streets, so I think they work hand in hand. I think it makes sense.</p>
Councilor Goddard	<p>I think this is a long way out, and at some point we have to pick our battles. Given the financial situation with WES today, I don't view this, extending that service to Salem being at all sustainable. We don't have a sustainable financial model for WES now going north. I'm all for improving connectivity between Wilsonville and our neighbors to the south, I just don't view extended WES as being a sustainable model for doing that and we need to pick our battles here. I don't view this advocacy as being a priority for the City in 2013. That's my logic behind my view.</p>
Mayor Knapp	<p>Okay. We've all had comments.</p> <p>All in favor of the motion to remove 2.4 please say "Aye". Councilors Starr and Goddard voting "Aye".</p> <p>All opposed? Councilors Fitzgerald, Stevens and Knapp voting "No".</p> <p><b>The motion fails 2-3.</b></p>

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Mayor Knapp	<p>Bringing us to 3.1 and the statement by Councilor Starr that he disagrees with including 'smart-growth' concepts, is that accurate.</p> <p><i>3.1 the City of Wilsonville supports sustainable, "smart-growth" concepts that include objectives such as compact urban development, the conservation of valuable resource lands and the protection of prime agricultural soils outside the urban growth boundary.</i></p>
Councilor Starr	<p>Yes, if you keep reading "...that include objectives such as compact urban development..."</p> <p>The reason that I don't support this is number one it's not consistent with our Council Goals right now, and number two, this is a rural community, we have a great history here of being a rural community with larger lots. This is not downtown Portland. In the City survey we got clear evidence that people didn't want us to look like downtown Portland, and so therefore I don't recommend 3.1.</p>
Mayor Knapp	Do you want to make a motion?
Councilor Starr	I make a <b>motion</b> that we strike 3.1 from the land use development recommendations.
Mayor Knapp	Is there a second?
Councilor Goddard	Second for discussion.
Mayor Knapp	It's moved and seconded. Discussion?
Councilor Fitzgerald	Well I hear what you are saying in that we certainly don't need to become downtown Portland. I don't see that in this. I don't see this as reading as exclusive compact urban development. But it does say that we are supporting this concept. I don't see it reading that that is our exclusive method of development.
Councilor Stevens	<p>I think City of Wilsonville already does sustainable smart-growth concepts in the way it built Villebois, the way it built the downtown area, Fred Meyer, all of those things. There are small lots at Villebois, there are large lots at Villebois, there are single family homes, there's that mixed use development that caters to a variety of housing needs.</p> <p>I agree we're never going to become downtown Portland, we'll never be that big City; but as we do grow taking into consideration building concurrent infrastructure, and utilities as areas get master planned out, and having that ability to expand with sustainable practices; we've already done that and that's why the survey does put such a high quality of life, we were in the green on almost everything, and there's a reason for that because we've already put these practices in place. And I think it was supported in a lot of our governing documents, in the Comprehensive Plan.</p> <p>I see the contrariness to smart-growth is you get that sprawl idea or you just grow out and out and out without considering how you are going to sustain that kind of growth with infrastructure that's manageable in terms of cost.</p> <p>I do not want to take this out, it is a good piece for City staff to keep an eye on Salem for whatever is coming down the pike in terms of legislative action</p>

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	and make sure they are paying attention to these concepts.
Mayor Knapp	Thank you. Councilor Goddard.
Councilor Goddard	<p>Just to my earlier point, this is an example where there is a reference to Council Goals for 2009-10 and that included the smart-growth language that was removed for 2011-12. And I think as a Council we had a lot of discussion at our goal setting about this particular goal, and, I think, consciously changed the language.</p> <p>I would prefer not to see a carryover of language from 2009-10 that we consciously agreed as a Council last the time to remove from our current Goals. I would prefer to see the language in 3.1 reflect the language that is in the current Goals because we took a thoughtful approach to that language and purposely removed the smart-growth and focused instead on efficient, cost effective, and sustainability development and infrastructure.</p> <p>But for some reason the 'smart-growth' is still included in that way in 3.1.</p> <p>The other comment just in general about this whole section of land use and development it seems again going back to pick our battles. We have really three items in land use and development. One of them is smart-growth; the other of them is brownfields. I don't even know if we have any brownfields in Wilsonville, so why is this a priority in our legislative agenda when we're trying to pick our battles. And League of Oregon Cities already has, and Metro, both have a priority around brownfield development, so why do we need to carry the water on this one?</p> <p>If we are going to establish priorities for this legislative agenda around land use that it be focused on things closer to home, things that are going to help us around Coffee Creek, Basalt Creek, some of the other land use challenges that we have ahead of us, and not get distracted on these other items.</p>
Mr. Cosgrove	Do any of the existing vacant warehouses that we have qualify as brownfields?
Mr. Ottenad	<p>I'm not sure, I have seen a map of brownfields, and some are identified in Wilsonville. I do not know what they are, though there is a map of the region.</p> <p>A part of this though is also support for Business Oregon and the value of jobs creation. And so as other bodies go for legislative initiatives if we can be supportive of their efforts we, in turn, can cultivate favor for any of our initiatives.</p>
Mayor Knapp	<p>I've seen the report. This brownfields is really 3.3 and is completely off of 3.1 which is what the question is on at this point.</p> <p>I don't know if it is important to talk about right now, but there is identification map of brownfield sites and there are more in Wilsonville than you would think, it's not one or two, it's 6, or 8, or 10, or 12. they probably are all relatively small but they are there to be dealt with and will have to be dealt with for redevelopment of those lands eventually.</p> <p>On 3.1 I personally support smart-growth as an alternative to anything less</p>

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	<p>than smart-growth concepts. The neighborhoods that we all live in all would be considered some type of smart-growth concept, none of them are 10,000 foot lots, and they are all relatively efficient, compact, urban development.</p> <p>The concept that utilizing our infrastructure efficiently and utilizing public dollars, you cannot afford in this day and age to run pipeline out to service half acre lots in a suburban setting, and this is one of the concepts that makes sense for efficient use of public dollars is to provide those services efficiently, provide for an appropriate number of people. Smart-growth also describes a range of different choices within that so there's a whole range of things. I don't think we need to be afraid of the term 'smart-growth', it encompasses a lot of ideas, not just one. And to suggest that it denotes just one particular outlook is not accurate or appropriate.</p> <p>I also think that the conservation of resource lands and the protection of prime agriculture soils outside of the UGB are entirely appropriate and entirely in line with what Wilsonville has done for many years. So I think that those make a lot of sense.</p> <p>We've all had one say, how much more debate do we want to have on this?</p>
<p>Councilor Starr</p>	<p>I do need to correct there are lots in Wilsonville Meadows, Morey's Landing and Rivergreen that are larger than 10,000 square feet. And being in an industry where people are coming here asking for lots a very common complaint is, "Where can I find a house that has a decent size yard?" It just doesn't exist anymore. And it seems as though it shouldn't be limited to just West Linn and Lake Oswego, that we could participate in it too.</p> <p>All I'm suggesting here, I didn't write this, Mark wrote this here, I'm trying to pitch and hold it to one place because smart-growth does affect a lot of other things. It raises the cost of square footage like crazy. In this particular instance it just talks about putting us on a trajectory for compact urban development. So it's either we are for compacting more or we're not. And I'm just making the suggestion that we don't want to keep compacting, that we want to allow ourselves to have some larger sized lots too.</p> <p>So that can be the vote, and if Council doesn't, if the Council wants to go this direction, great.</p>
<p>Mayor Knapp</p>	<p>I would just reiterate that smart-growth includes many concepts and many different size things and this particular paragraph lists at least three concepts. It doesn't say exclusively it says "that include compact urban development, conservation of valuable resource lands, protection of prime agriculture soils", all three are components.</p> <p>I'd like to call for the vote on this. All in favor of removing 3.1 please say "Aye".</p> <p>Councilors Starr and Goddard voting "Aye".</p> <p>All opposed?</p>

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	<p>Councilors Fitzgerald, Stevens and Knapp voting “No”.</p> <p><b>Motion fails 2-3.</b></p>
Mayor Knapp	<p>Bringing us to 3.2</p> <p><i>3.2 The City of Wilsonville supports Oregon land-use law that calls for economic-development activities to occur in cities—areas with municipal governance and supporting infrastructure—and opposes efforts to encourage activities outside of cities that result in urban-level development.</i></p> <p>I’m not clear on the questions on 3.2.</p>
Councilor Starr	<p>The way it’s written right now it would seem that we don’t support responsible logging, so as Mark was talking about throwing a bone to other jurisdictions, this would be pulling one away from several towns and counties that are in very rough situations. So I’m just tasking the Council is that something that we want to support.</p>
Mayor Knapp	<p>I’m curious how you get logging out of economic development activities.</p>
Councilor Starr	<p>“to occur in cities”</p>
Mayor Knapp	<p>So you’re calling logging an economic development activity.</p>
Councilor Starr	<p>Absolutely. It’s what built most of this state.</p>
Mayor Knapp	<p>I don’t think that’s what that means.</p> <p>What if that said “urban development activities to occur in cities”?</p>
Councilor Starr	<p>That would work.</p>
Mayor Knapp	<p>Urban development activities.</p>
Mr. Cosgrove	<p>Which policy are you on?</p>
Councilor Starr	<p>3.2</p>
Mayor Knapp	<p>3.2</p> <p>Do you want to make a motion on 3.2 Councilor Starr?</p>
Councilor Starr	<p>I make a <b>motion</b> that we insert the word “urban” in place of “economic”. Urban development in place of economic.</p>
Mayor Knapp	<p>Is there a second?</p>
Councilor Fitzgerald	<p>Second</p>
Mayor Knapp	<p>Is there discussion? No discussion. I think that makes it more clear, what I believe the intent was of this originally.</p> <p>All in favor please say “Aye”</p> <p><b>Motion carried 5-0.</b></p> <p><i>3.2 The City of Wilsonville supports Oregon land-use law that calls for <del>economic-</del> <b>urban</b> development activities to occur in cities—areas with municipal governance and supporting infrastructure—and opposes efforts to encourage activities outside of cities that result in urban-level development.</i></p>
Mayor Knapp	<p>The next one I had listed was 3.6</p> <p><i>3.6 The City of Wilsonville supports efforts to improve the overall quality of</i></p>

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	<i>K-12 education, and in particular to strengthen Science-Technology-Engineering-Math (STEM) education, as well as post-secondary education that prepare tomorrow's workforce.</i>
Councilor Starr	<p>Just for the sake of tonight, I'll just drop that one, but I just think, again, I'm not sure when we say we're supporting something, I don't know, there's consequences to some of this stuff. I don't know exactly what we're supporting, but I'll skip that for now.</p> <p>The more important thing would be in land use development. We're sitting on coffee Creek, Basalt Creek, and some amazing opportunities. I don't think we should be in a position where it would appear as though we can't take advantage of enterprise zones like a number of other locals can.</p> <p>Maybe there is something we can recommend that is not here that allows Wilsonville to play on more even playing field.</p>
Mr. Cosgrove	We could advocate for, or you could tell us that you want us to advocate for that tool to be applicable to Wilsonville. The Mayor has expressed that as a desire as well in the past.
Councilor Starr	Would you say that tool as well perhaps any other kind of creative ways that meet; enterprise zone is something that was created but I mean who knows, the legislature could create something else and call it something else.
Mayor Knapp	So you could make a <b>motion</b> to support any actions that would make enterprise zones available to more jurisdictions such as Wilsonville and support creation of any additional economic development tools that appear to hold merit.
Councilor Starr	I could make a motion, or you could.
Mayor Knapp	I don't know if I could restate that, but I would make that as a motion
Mr. Ottenad	I would just say that 3.6 was introduced at the request of Oregon Tech.
Councilor Goddard	I have a comment if I may.
Mayor Knapp	We have a topic on the floor which is not 3.6, so let's deal with the one we've got and circle back around if we could.
Councilor Starr	We could call that 3.4 I guess, what you had just stated.
Mayor Knapp	We've got a 3.4
Mr. Cosgrove	We could make it 3.4 and then renumber accordingly
Mayor Knapp	<p>So that it would fall under land use and development. Alright. Sandy is that wording I said captured? Yes.</p> <p>Is there a second.</p>
Councilor Starr	Second.
Mayor Knapp	Is there discussion? I have a couple blinking lights. Is this on topic?
Councilor Fitzgerald	I just had a note from Councilor Starr's earlier comment; did you mean to also include a City state reference?
Councilor Starr	That would have been a separate one; this one is just the enterprise zone.
Mayor Knapp	<p>Any discussion?</p> <p>I do think Wilsonville could merit, benefit from an enterprise zone. That concept when it was originally created assumed that all cities in the area are</p>

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	<p>kind of competing against each other. I think that model is outdated. I think realistically we all are kind of competing against other states, the western region and across the world. And that we need benefit of the same tools that many other communities have, especially when I observe fairly bucks up operations like Hillsboro and some others utilizing tools that they say we cannot have, I don't understand that.</p> <p>Councilor Goddard discussion?</p>
Councilor Godard	On 3.6
Mayor Knapp	<p>Well, hold that for a sec, okay?</p> <p>I will call for the vote then on my motion to add the wording we have on record about enterprise zones and other economic development tools.</p> <p>All in favor please say "Aye". Any opposed?</p> <p><b>Motion carried 5-0.</b> <i>New 3.4 The City of Wilsonville supports any actions that would make enterprise zones available to more jurisdictions such as Wilsonville and support creation of any additional economic development tools that appear to hold merit.</i></p> <p><i>The rest of the section will be renumbered to reflect this addition.</i></p>
Mayor Knapp	Councilor Goddard you wished to talk about 3.6?
Councilor Goddard	<p>I was pleased to see 3.6 in there and support for STEM education. I think it is supportive of our local partners here with Oregon Tech and others that are trying to further science and technology and engineering and math education in Oregon.</p> <p>I understand there is \$13 million in the governor's budget for this. There's a \$50 million proposal out there, I just think the City should be supportive. I just think in terms of the agenda we need to be a little more specific about exactly what it is we are supporting.</p> <p>So are we supporting that the legislature find another \$35 million to fund STEM, are we supporting that the governor create a STEM board, there are some specific proposals that are out there. It may not be sufficient for us to go down there and say "hey we support STEM as it floats along" because you are going to need some guidance on what to support and what not to. It might be helpful for us as a Council to get clearer on exactly how we think the City of Wilsonville ought to support STEM education in Salem.</p>
Mr. Ottenad	<p>We would tend to some degree to confer with Oregon Tech, they have been leaders in this and particularly they've been working with the local school districts on STEM education efforts. Usually what we try to do is support our partners so this is Oregon Tech and the Oregon Business plan which called for improvements.</p> <p>I don't really know if we are cognizant of which specific proposal, a lot of</p>

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	<p>these things will change as the legislature moves, so what's specific today may not be specific tomorrow.</p> <p>Rather, I think this may be a more general legislative thrust for us and if we come to a place where we need to make a decision and we have the opportunity to come back to you to say, "here is this proposal it is getting traction now, what are your thoughts on that". That maybe the way we could best handle something like that.</p>
Councilor Fitzgerald	<p>I just want to say that Councilor Stevens and I were invited to tour Oregon Tech, and you may have already done that on an earlier date before we came on board, just last week.</p> <p>It was fascinating and really great to hear about their support and interest of STEM. I think they had a school group coming in next week.</p> <p>And given that all the various proposals before the legislature can get really complicated, it would help that we would advocate for the most sensible approach. I think this is a good concept to get behind. It is good for Wilsonville with our high tech companies that we have here it just matches the theme of our community quite well.</p>
Mayor Knapp	Councilor Starr
Councilor Starr	<p>I totally agree with you. The reason I have brought this up in the first place was not related necessarily to STEM, but how we grow does relate to how it affects our schools which then relates to how we produce kids that are more capable in science, technology, engineering and math.</p> <p>I just didn't see a good correlation between Portland Public Schools growth, or the growth in Portland with the correlation with the school scores in Portland Public Schools relative to how, let's say Wilsonville and West Linn have grown and what our test scores are especially in math like on the SAT. That was the point that I wanted to make.</p> <p>But it is huge; it speaks for itself for the average graduate from in OIT there is a 95% hire rate. That's where it's at right now.</p>
Mayor Knapp	<p>The attachment from Oregon Tech outlines their position and viewpoint on STEM on page 2, and it's quite detailed but it's talking about 14,000 additional credits for Oregon students awarded in STEM fields in a project called Lead the Way PLTW. Or dual credit options at lower cost per credit hour and how they worked on this. And also they've done what they call "reverse transfer degrees" where people with work experience in tech industries can back it into a degree to help their career. And also bringing additional teachers into the program at the high school level that prepare for that.</p> <p>All of these concepts we would tend to agree with as a reasonable approach, and while there might be other questionable things that have happened in the past I think this outlines pretty well some of the things that could be positive for the community.</p> <p>Is there anybody that wants to offer a motion with regard to 3.6 subsequent</p>

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	<p>to this discussion? Or are we comfortable with it.</p> <p>I'm seeing nods that people are comfortable with it that we don't need a motion on that.</p> <p>Is there anything further with regard to legislative agenda? If not then we are ready for a motion with regards to the amended legislative agenda.</p>
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*End of transcript.*

**Motion:** Councilor Starr moved to approve the amended 2013 State Legislative Agenda. Councilor Fitzgerald seconded the motion.

**Vote:** Motion carried 5-0.

**CONTINUING BUSINESS**

- A. **Ordinance No. 713** – second reading  
An Ordinance Of The City Of Wilsonville Amending Wilsonville Code Chapter 5, Section 5.210, Prohibited Parking Or Standing.

Mr. Kohlhoff read the title of Ordinance No. 713 into the record on second reading.

**Motion:** Councilor Goddard moved to approve Ordinance No. 713 on second reading. Councilor Stevens seconded the motion.

Councilor Goddard thanked the Legal department for addressing the concern he introduced in work session.

**Vote:** Motion carried 5-0.  
Mayor Knapp - Yes  
Council President Starr - Yes  
Councilor Goddard - Yes  
Councilor Fitzgerald - Yes  
Councilor Stevens - Yes

**CITY MANAGER'S BUSINESS**

- A. Reminders:
- Joint meeting with West Linn/Wilsonville School District Board, City of West Linn Councilors on **February 20**, 2013 6 p.m. at Wilsonville City Hall
  - Special Council meeting **Thursday, February 21**

**LEGAL BUSINESS** – No report.

**ADJOURN**

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**Motion:** Councilor Goddard moved to adjourn. Councilor Starr seconded the motion.

**Vote:** Motion carried 5-0.

The Council meeting adjourned at 9:09 p.m.

Respectfully submitted,

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Sandra C. King, MMC, City Recorder

ATTEST:

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TIM KNAPP, MAYOR



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## **MEMORANDUM**

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Date: January 28, 2013  
To: Mayor Knapp, City Council and Budget Committee  
City Department Directors  
From: Cathy Rodocker, Assistant Finance Director  
Subject: December 2012 Quarterly Financial Report

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The accompanying document is a summary of the financial activity for the period ending December 31, 2012. The report takes a look at each of our major operating funds and explains variances from the budget. The Finance department continues to monitor all funds closely and will take action should it become necessary.

**General Fund** is our main operating fund. As typical, the majority of our property tax revenues were received during the month of November. The majority of franchise fees, the fund's second largest revenue source, should be received during the third quarter of the fiscal year. Intergovernmental revenues include the Clackamas County Library distribution, is also typically received in the third quarter.

**Community Development** has two main resources: permits and internal charges for capital project development. Overall, operating revenues have been received as anticipated through the first six months of the fiscal year, having collected 50% of the amount budgeted and operating expenditures are currently at 40% of the total amount budgeted.

**Transit Fund** has been very successful in earning Business Energy Tax Credits (BETC) funding this fiscal year. Through December 31st, over \$2.0 million have been received. The BETC funds have helped the Transit Fund overall operating revenues to be 82% of the amount budgeted. Transit Tax revenues at the end of the second quarter are down 5% from the anticipated budget. Finance will continue to monitor the ongoing operating revenues in the Transit fund.

**Water, Sewer and Stormwater** Revenues for both the Water and Sewer funds continue to meet budget expectations. The City of Sherwood water sales revenue is at 65% of the amount budgeted, having received over \$.5 million during the first half of the fiscal year. Stormwater operating revenues are coming in slightly less than expected and at the end of the second quarter have reached only 46% of the expected budget. Finance continues to monitor both the revenues and expenses of this fund closely.

If further information regarding the status of our operating funds is needed, please give me a call at (503)570-1524.

## CITY OF WILSONVILLE

### 2nd Quarter: Ending December 31, 2012

The 2<sup>nd</sup> quarter financial report provides an overview of financial activity that has occurred through December 31st. This report provides a comparison of budget to actual activity of the revenues and expenditures for all operating funds. A listing of capital projects with expenditures exceeding \$100,000 is also included as well as the quarterly investment report detailing the City's year-to-date investment portfolio activity.

## General Fund

### REVENUES:

As of December 31<sup>st</sup>, the General Fund has received 57% of its projected operating revenues and 81% of total revenues. Through the second quarter, the majority of property tax revenues have been received. Franchise fees are typically received during the third quarter. Please refer to the Key Revenue Sources section below for more details on the cash flow of revenues.

General Fund	Budget	Budget Adjustment	Revised Budget	YTD Actual	Percent
<b>Revenues</b>					
Beginning Fund Balance	\$ 13,436,995	\$ -	\$ 13,436,995	\$ 14,005,099	104%
Property taxes	5,225,000	-	5,225,000	4,612,800	88%
Transient tax	240,000	-	240,000	164,032	68%
Licenses and franchise fees	2,788,650	-	2,788,650	810,696	29%
Intergovernmental	1,569,551	-	1,569,551	326,696	21%
Charges for service	413,800	-	413,800	228,692	55%
Fines & forfeitures	380,000	-	380,000	195,027	51%
Interest earnings	100,000	-	100,000	51,722	52%
Miscellaneous	130,600	-	130,600	62,410	48%
Interfund transfers					
Overhead/Direct Wages	2,301,170	42,300	2,343,470	1,107,180	47%
Potential delay of CIP overhead	85,958	-	85,958	-	0%
Total Operating Revenues	13,234,729	42,300	13,277,029	7,559,255	57%
Total Revenues	\$ 26,671,724	\$ 42,300	\$ 26,714,024	\$ 21,564,354	81%

### Key Revenue Sources:

**Property tax:** The estimated quarterly collections for property taxes are: 3% of the total in the first quarter, a cumulative 90% received at the end of the second quarter, and 98% collected by the end of the third. Year-to-date receipts are lower than anticipated and will be reviewed regularly as the year continues.

**Licenses and franchise fees:** Business licenses are primarily collected in the first quarter while the majority of franchise fees are collected during the third quarter.

**Intergovernmental:** Intergovernmental revenues include state shared revenue, alcoholic beverage, cigarette taxes, and operating grants and are received throughout the fiscal year. Funds from the Library District are typically received during the third quarter.

**Charges for services:** This category includes reimbursement from the Urban Renewal Funds for the support provided by the General Fund. In addition, revenues for services provided by the Library, Community Service and Parks department are also included. This type of revenue is typically collected quarterly.

**Interfund transfers:** For the General Fund, the revenue generated from interfund transfers include direct wages reimbursements for services provided to other funds as well as overhead revenues from capital improvement projects. Based on historical percentages of actual capital improvement projects earned overhead revenue, a separate line item has been identified as a potential delay of CIP overhead revenue.

**EXPENDITURES:**

Year to date activity has the General Fund expending 42% of its appropriations for FY2013. The table below details the expenditures by program.

General Fund	Budget	Budget Adjustment	Revised Budget	YTD Actual	Percent
<b>Expenditures</b>					
Administration	\$ 1,235,101	\$ -	\$ 1,235,101	\$ 601,770	49%
Finance	1,400,868	-	1,400,868	579,377	41%
Information Services	587,715	-	587,715	252,879	43%
GIS Program	221,800	-	221,800	107,257	48%
Legal	483,490	-	483,490	216,110	45%
HR/Risk Management	577,535	-	577,535	258,889	45%
Law Enforcement	3,947,108	-	3,947,108	1,854,569	47%
Municipal Court	212,520	-	212,520	80,863	38%
Public Works Administration	625,737	-	625,737	231,866	37%
Building Maintenance	692,213	(24,000)	668,213	276,897	41%
Parks Maintenance	1,001,217	-	1,001,217	490,331	49%
Community Services	1,030,610	-	1,030,610	356,517	35%
Library	1,531,480	-	1,531,480	733,714	48%
Interfund Transfers-Planning Subsidy	200,000	-	200,000	99,996	50%
Intefund Loan to Stormwater	700,000	-	700,000	-	0%
Interfund Transfers-Capital Projects	410,600	134,000	544,600	101,347	19%
<b>Total Operating Expenditures</b>	<b>\$ 14,857,994</b>	<b>\$ 110,000</b>	<b>\$ 14,967,994</b>	<b>\$ 6,242,385</b>	<b>42%</b>

**Key Variances:** As of the end of the second quarter, there are no key variances in the General Fund.

<b>Budget Amendment #1, Approved December 2012</b>	
<b>Revenues:</b>	
Interfund Transfers	\$ 42,300 Increase CIP overhead revenues
<b>Expenses:</b>	
Interfund Transfers	\$ 134,000 Transfer funds for funding of CIP projects
Building Maintenance	(24,000) Transfer funds to the Community Center Kitchen/Storage CIP

**Community Development****REVENUES:**

As compared to the budget, the operating revenues reported year-to-date for the Community Development is at 50% for operating revenues and at 76% for total revenues.

Community Development	Budget	Budget Adjustment	Revised Budget	YTD Actual	Percent
<b>Revenues</b>					
Beginning Fund Balance	\$ 3,459,190	\$ -	\$ 3,459,190	\$ 3,786,070	109%
Permits	1,478,409	-	1,478,409	1,192,908	81%
Intergovernmental	25,000	-	25,000	-	0%
Charges for service	536,000	35,000	571,000	223,035	39%
Interest earnings	16,000	-	16,000	4,471	28%
Miscellaneous	500	-	500	4,275	0%
Interfund transfers					
Overhead/Direct Wages	1,495,672	130,000	1,625,672	740,201	46%
General Fund Subsidy	200,000	-	200,000	99,996	50%
Potential delay of CIP overhead	585,717	-	585,717	-	0%
<b>Total Operating Revenues</b>	<b>4,337,298</b>	<b>165,000</b>	<b>4,502,298</b>	<b>2,264,886</b>	<b>50%</b>
<b>Total Revenues</b>	<b>\$ 7,796,488</b>	<b>\$ 165,000</b>	<b>\$ 7,961,488</b>	<b>6,050,956</b>	<b>76%</b>

**Community Development/Key Revenue Sources:**

**Permits:** Permit fees are up significantly due to the building activity at Jory Trail, Villebois and the Waste Water Treatment Plant.

**Interfund transfers:** For the Community Development Fund, the revenue generated from interfund transfers include direct wages reimbursements for services provided to other funds as well as overhead revenues from capital improvement projects. Based on historical percentages of actual capital improvement projects earned overhead revenue, a separate line item has been identified as a potential delay of CIP overhead revenue.

**EXPENDITURES:**

Through the second quarter, the Community Development Fund has expended 40% of its appropriations for the fiscal year. The table below details the expenditures by program.

Community Development	Budget	Budget Adjustment	Revised Budget	YTD Actual	Percent
<b>Expenditures</b>					
Community Development Admin	\$ 963,441	\$ (135,000)	\$ 828,441	\$ 330,163	40%
Engineering	1,340,445	-	1,340,445	535,533	40%
Building	643,015	-	643,015	293,031	46%
Planning	820,044	135,000	955,044	403,703	42%
Storm Water Administration	365,182	-	365,182	62,319	17%
Interfund Transfers	406,960	-	406,960	189,403	47%
<b>Total Operating Expenditures</b>	<b>\$ 4,539,087</b>	<b>\$ -</b>	<b>\$ 4,539,087</b>	<b>\$ 1,814,152</b>	<b>40%</b>

**Key Variances:** There are no key variances for Community Development.

<b>Budget Amendment #1, Approved December 2017</b>	
<b>Revenues:</b>	
Charges for services	\$ 35,000 Increase in CIP overhead from Urban Renewal
Interfund Transfers	130,000 Increase CIP overhead revenues

**URBAN RENEWAL:**

Urban Renewal	Budget	Budget Adjustment	Revised Budget	YTD Actual	Percent
<b>East Side Urban Renewal</b>					
Material and Services	\$ 1,515,200	\$ -	\$ 1,515,200	\$ 167,067	11%
Capital Projects	2,815,554	-	2,815,554	1,430,979	51%
Contingency	3,329,312	-	3,329,312	-	0%
<b>Total Operating Expenitures</b>	<b>7,660,066</b>	<b>-</b>	<b>7,660,066</b>	<b>1,598,046</b>	<b>21%</b>
<b>West Side Urban Renewal</b>					
Material and Services	1,578,354	-	1,578,354	125,744	8%
Capital Projects	459,901	-	459,901	72,165	0%
Contingency	124,998	-	124,998	-	0%
<b>Total Operating Expenitures</b>	<b>2,163,253</b>	<b>-</b>	<b>2,163,253</b>	<b>197,909</b>	<b>9%</b>

**Key Variances:** The West Side Urban Renewal program capital projects line item is more than the anticipated 50% at the end of the second quarter due to the timing of projects being constructed. Urban Renewal projects include the I-5 Interchange, Boeckman Bike/Ped Improvements and the Wilsonville Rd. Art Enhancement Project.

The salaries directly associated with the Urban Renewal Program are included in the Community Development Administration program expenditures.

## Transit Fund

### REVENUES:

During the first half of FY13, the Transit Fund has received 82% of its projected operating revenues and 84% of total revenues. Current operating revenues include Business Energy Tax Credits (BETC) received during the fiscal year. The overall revenues include a slightly lower than anticipated beginning fund balance.

Transit	Budget	Budget Adjustment	Revised Budget	YTD Actual	Percent
<b>Revenues</b>					
Beginning Fund Balance	\$ 2,437,957	\$ -	\$ 2,437,957	\$ 2,160,867	89%
Transit tax	4,400,000	-	4,400,000	1,993,687	45%
Intergovernmental	956,062	-	956,062	2,475,223	259%
Farebox revenue	178,000	-	178,000	68,788	39%
Interest earnings	17,000	-	17,000	3,767	22%
Miscellaneous	10,000	-	10,000	20,162	202%
Total Operating Revenues	5,561,062	-	5,561,062	4,561,627	82%
Total Revenues	\$ 7,999,019	\$ -	\$ 7,999,019	6,722,494	84%
<b>Expenditures</b>					
Transit	\$ 5,084,105	\$ -	\$ 5,084,105	\$ 2,655,422	52%
Interfund transfers	1,538,580	-	1,538,580	1,438,290	93%
Total Operating Expenditures	\$ 6,622,685	\$ -	\$ 6,622,685	\$ 4,093,712	62%

### Key Revenue Sources:

**Transit Tax:** Transit taxes are collected on a quarterly basis from local businesses for SMART operations. Currently, transit tax revenues are off by 5% from the anticipated budget and Finance will be monitoring further tax revenues.

**Intergovernmental:** Intergovernmental revenues include federal and state grants received for both operating expenses and capital purchases. FY13 receipts include over \$2,000,000 from Business Energy Tax Credits (BETC).

**Farebox Revenue:** All routes outside of the Wilsonville city limits now charge a minimal fare.

**Service Reimbursements:** Service reimbursements are the revenues generated by the Fleet Program for vehicle maintenance and replacement reserve.

### Key Expenditure Variances:

Overall transit expenditures are slightly higher than the 50% mark at the end of the six months of the fiscal year due primarily to the hiring of a consultant to assist in the selling of the BETC credits. Interfund transfers include the funding of the SMART/Ops Building.

## Fleet Fund

### REVENUES:

During the first half of FY13, the Fleet Fund has received 50% of its projected operating revenues and 88% of total revenues.

Fleet	Budget	Budget Adjustment	Revised Budget	YTD Actual	Percent
<b>Revenues</b>					
Beginning Fund Balance	\$ 1,777,606	\$ -	\$ 1,777,606	\$ 2,009,663	113%
Interest earnings	20,000	-	20,000	11,682	58%
Other Revenues	-	-	-	2,856	0%
Service reimbursements	1,167,935	-	1,167,935	583,962	50%
Total Operating Revenues	1,187,935	-	1,187,935	598,500	50%
Total Revenues	\$ 2,965,541	\$ -	\$ 2,965,541	2,608,163	88%
<b>Expenditures</b>					
Fleet	\$ 1,259,000	\$ -	\$ 1,259,000	\$ 519,474	41%
Interfund transfers	529,040	-	529,040	343,020	65%
Total Operating Expenditures	\$ 1,788,040	\$ -	\$ 1,788,040	\$ 862,494	48%

### Key Revenue Sources:

**Service Reimbursements:** The Fleet Fund receives service reimbursements from various programs though out the City. The reimbursements are based on a three-year rolling average of actuals costs incurred by the program.

### Key Expenditure Variances:

Interfund transfers include the funding of the SMART/Ops Building.

## Public Works Operating Funds

Water Operating	Budget	Budget Adjustment	Revised Budget	YTD Actual	Percent
<b>Revenues</b>					
Beginning Fund Balance	\$ 2,684,018	\$ -	\$ 2,684,018	\$ 3,547,429	132%
Charges for service	5,462,200	-	5,462,200	3,680,846	67%
Charges for service-City of Sherwood	950,000	-	950,000	621,592	65%
Fines	-	-	-	6,945	0%
Interest earnings	20,000	-	20,000	15,121	76%
Intergovernmental	-	-	-	3,063	0%
Other Revenues	-	-	-	4,915	0%
Interfund transfers	350,000	-	350,000	350,000	100%
Total Operating Revenues	6,782,200	-	6,782,200	4,682,482	69%
Total Revenues	\$ 9,466,218	\$ -	\$ 9,466,218	8,229,911	87%
<b>Expenditures</b>					
Water Operating Department	\$ 1,210,847	\$ -	\$ 1,210,847	\$ 565,867	47%
Water Treatment Department	2,739,057	-	2,739,057	980,565	36%
Debt service	1,886,000	-	1,886,000	817,992	43%
Capital outlay	65,000	-	65,000	7,047	11%
Interfund transfers	534,200	-	534,200	180,620	34%
Total Operating Expenditures	6,435,105	-	6,435,104	2,552,091	40%

**Water Operating/Continued****Key Revenue Sources:**

**Beginning fund balances:** The Water Operating Fund begins with higher than anticipated beginning fund balances due primarily to capital projects not being completed last fiscal year.

**Charges for service:** Charges for services includes the water fees billed to the City's utility billing customers. As typical, the majority of water sales are received during the first six months of the fiscal year.

**Key Expenditure Variances:** There are no key variances for the Water Operating fund.

<b>Sewer Operating</b>	<b>Budget</b>	<b>Budget Adjustment</b>	<b>Revised Budget</b>	<b>YTD Actual</b>	<b>Percent</b>
Beginning Fund Balance	\$ 9,018,973	\$ -	\$ 9,018,973	\$ 8,975,690	100%
Charges for service	6,550,000	-	6,550,000	3,057,288	47%
Interest earnings	45,000	-	45,000	28,456	63%
Miscellaneous	18,216	-	18,216	11,484	63%
Interfund transfers	785,000	-	785,000	600,000	76%
Total Operating Revenues	7,398,216	-	7,398,216	3,697,228	50%
Total Revenues	\$ 16,417,189	\$ -	\$ 16,417,189	12,672,918	77%
<b>Expenditures</b>					
Sewer Operating Department	\$ 665,389	\$ -	\$ 665,389	\$ 227,779	34%
Sewer Pretreatment Department	116,542	-	116,542	51,168	44%
Waste Water Treatment Plant Dept	1,799,200	-	1,799,200	604,396	34%
Debt service	2,589,000	-	2,589,000	1,281,156	49%
Interfund transfers	1,460,000	-	1,460,000	242,936	17%
Total Expenditures	6,630,131	-	6,630,131	2,407,435	36%

**Key Variances:** There are no key variances for the Sewer Operating fund.

<b>Street Lighting</b>	<b>Budget</b>	<b>Budget Adjustment</b>	<b>Revised Budget</b>	<b>YTD Actual</b>	<b>Percent</b>
Beginning Fund Balance	\$ 782,570	\$ -	\$ 782,570	\$ 810,471	104%
Charges for service	385,000	-	385,000	193,048	50%
Interest earnings	3,000	-	3,000	1,949	65%
Total Operating Revenues	388,000	-	388,000	194,997	50%
Total Revenues	\$ 1,170,570	\$ -	\$ 1,170,570	1,005,468	86%
<b>Expenditures</b>					
Material and services	\$ 296,100	\$ -	\$ 296,100	\$ 107,742	36%
Interfund transfers	59,280	-	59,280	120	0%
Total Expenditures	355,380	-	355,380	107,862	30%

**Key Variances:** There are no key variances for the Street Lighting Operating fund.

<b>Storm Water</b>	<b>Budget</b>	<b>Budget Adjustment</b>	<b>Revised Budget</b>	<b>YTD Actual</b>	<b>Percent</b>
Beginning Fund Balance	\$ 404,387	\$ -	\$ 404,387	\$ 616,557	152%
Charges for service	1,260,000	-	1,260,000	564,161	45%
Interest earnings	3,000	-	3,000	1,317	44%
Miscellaneous	-	-	-	2,062	0%
Transfers	700,000	-	700,000	-	0%
Total Operating Revenues	1,963,000	-	1,963,000	567,540	29%
Total Revenues	\$ 2,367,387	\$ -	\$ 2,367,387	1,184,097	50%
<b>Expenditures</b>					
Storm Water Maintenance	\$ 494,935	\$ -	\$ 494,935	\$ 188,197	38%
Interfund transfers	933,800	-	933,800	277,072	30%
Total Expenditures	1,428,735	-	1,428,735	465,269	33%

**Key Variances:** There are no key variances for the Storm Water Operating fund.

<b>Road Operating</b>	<b>Budget</b>	<b>Budget Adjustment</b>	<b>Revised Budget</b>	<b>YTD Actual</b>	<b>Percent</b>
Beginning Fund Balance	\$ 828,005	\$ -	\$ 828,005	\$ 967,345	117%
Intergovernmental revenues	1,108,000	-	1,108,000	557,076	50%
Interest earnings	2,000	-	2,000	2,337	117%
Other revenues	-	-	-	6,650	0%
Interfund transfers	-	-	-	2,615	0%
Total Operating Revenues	1,110,000	-	1,110,000	568,678	51%
Total Revenues	\$ 1,938,005	\$ -	\$ 1,938,005	1,536,023	79%
<b>Expenditures</b>					
Personal services	\$ 300,170	\$ -	\$ 300,170	\$ 144,725	48%
Material and services	441,498	-	441,498	211,004	48%
Interfund transfers	312,060	-	312,060	168,210	54%
Total Expenditures	1,053,728	-	1,053,728	523,939	50%

**Key Variances:** The Road Operating begins with higher than anticipated beginning fund balances due primarily to capital projects not being completed last fiscal year.

<b>Road Maintenance</b>	<b>Budget</b>	<b>Budget Adjustment</b>	<b>Revised Budget</b>	<b>YTD Actual</b>	<b>Percent</b>
Beginning Fund Balance	\$ 248,755	\$ -	\$ 248,755	\$ 463,118	186%
Charges for service	635,000	-	635,000	318,913	50%
Other revenues	-	-	-	62,880	0%
Interest earnings	1,000	-	1,000	611	0%
Total Operating Revenues	636,000	-	636,000	382,404	60%
Total Revenues	\$ 884,755	\$ -	\$ 884,755	845,522	96%
<b>Expenditures</b>					
Material and Services	510	-	510	-	0%
Interfund Transfers	650,000	-	650,000	449,993	69%
Total Expenditures	650,510	-	650,510	449,993	69%

**Key Variances:** The Road Maintenance fund begins with higher than anticipated beginning fund balances due primarily to capital projects not being completed last fiscal year. Typically, projects are completed during the first and fourth quarters of the fiscal year.

## CAPITAL PROJECTS

Of the \$36.8 million capital project budget (including overhead), \$17.2 million has been spent during the first two quarters of the fiscal year. The following list of projects has incurred over \$100,000 in costs through December 31st. The total expenditure amount excludes encumbrances.

Proj #	Project Name	FY13 Budget	FY13 Expenditures	Funding Source	Status
1065	West Side Level B Reservoir	\$ 632,000	\$ 629,485	Water SDC's (rollover from FY12)	On-going
1071	Villebois Water System SDC Reimb	75,075	126,525	Water SDC's	On-going
2082	WWTP Rehabilitation Project	19,940,000	9,152,904	Bond Proceeds	On-going
4002	Wilsonville Rd Interchange <sup>1</sup>	870,534	1,046,932	Streets Special SDC's/ East Side Urban Renewal	On-going
4014	Road Maintenance Projects <sup>2</sup>	741,000	499,689	Road Maintenance Fees	On-going
4041	95th @ Boones Ferry Widening	1,418,100	962,669	Streets SDC's	On-going
4139	Grahams Ferry Rd Improvements	387,600	499,196	Streets SDC's	On-going
4147	Villebois School Site Development	608,440	190,951	Streets SDC's	On-going
4177	Boeckman Rd Bridge Repairs	976,750	222,466	Eastside Urban Renewal	On-going
4702	Boeckman Bike/Ped Improvements	420,000	368,604	Eastside Urban Renewal	On-going
7044	Morey's Landing	147,000	145,276	Stormwater Operating	On-going
8083	SMART Ops Facility <sup>1</sup>	2,232,200	3,018,604	Fleet and SMART	On-going
9102	Engleman Park	325,400	297,133	Grant Funded	On-going

<sup>1</sup> When comparing the total project budget to the total actual expenditures for both the Wilsonville Rd Interchange and the SMART Ops Facility projects, neither project is over their original budget. There is, however, a timing issue due to the way the invoices have been paid over several fiscal years. A supplemental budget adjustment will be presented to Council prior to the end of the fiscal year to adjust the budget for this fiscal year to meet the needs of the project.

<sup>2</sup> Annual street maintenance projects include surface repair and resurfacing of streets that are on a planned six-year rotation schedule. The projects for FY 2012/13 will be city-wide and will include: residential streets in Villebois and Renaissance at Canyon Creek; Meadows Loop and its connecting streets; Willamette Way and its connecting streets; Fairway Drive and Arbor Lake Drive and their connections; 95<sup>th</sup> Ave. and its connections; and Commerce Circle.

**INVESTMENTS:**

The City continues to maximize its interest earning capacity by investing in a variety of investment instruments. The Local Government Investment Pool interest rate remains at .60% while government securities are currently being traded at .26% interest rate on 18 month investments.

Investment Portfolio as of December 31, 2012									
Quick Facts:				12/31/12	Prior Period for Comparison				
					9/30/12				
Total portfolio size				\$42,118,000	\$47,163,000				
Investment income received, Fiscal Year To Date				\$187,821	\$183,694				
Longest investment term (days)				498	517				
Lowest effective interest rate				0.24%	0.10%				
Highest effective interest rate				3.25%	3.25%				
Local Government Investment Pool rate				0.60%	0.60%				
Federal Funds Rate				0.25%	0.25%				
Treasury Bill 6 Mo yield rate				0.11%	0.04%				
<b>Maturity spread:</b>									
Maturing within 60 days				\$6,250,000	15%	\$7,245,000	5%		
Maturing 61 to 120 days				\$9,024,000	21%	\$6,505,000	16%		
Maturing 121 to 180 days				\$4,170,000	10%	\$3,000,000	7%		
Maturing 181 to 365 days				\$10,797,000	26%	\$16,954,000	42%		
Maturing 366 to 5498 days				\$11,877,000	28%	\$13,459,000	30%		
<b>Subtotal direct investments</b>				<b>\$42,118,000</b>	<b>100%</b>	<b>\$47,163,000</b>	<b>100%</b>		
Amount in LGIP				\$44,811,477	\$42,493,869				
<b>Total LGIP, money market and investments</b>				<b>\$86,929,477</b>	<b>\$ 89,656,869</b>				
Bank of America - Checking				\$5,856,977	\$3,575,290				
US Bank - Lock box				\$546,046	\$1,087,352				
<b>Total cash on hand and investments</b>				<b>\$93,332,500</b>	<b>\$94,319,511</b>				
Investment	Broker	Effective Interest Rate	Maturity Date	Investments at Par				Marked to Market (1)	
				Government Sponsored Enterprises	Corporate Notes	CD's and Bank Acceptances	Other		
JPMorgan	PJ	1.05%	1/2/2013		2,000,000			\$2,000,000	
Medford DR	PJ	0.41%	1/15/2013	1,250,000				\$1,252,300	
Berkshire	PJ	0.75%	2/11/2013		1,500,000			1,502,685	
USB	PJ	0.55%	2/15/2013		1,500,000			1,503,075	
Goldman Sachs	FNC	3.25%	4/1/2013		1,000,000			1,011,690	
Bank of NY	PJ	0.53%	4/1/2013		1,750,000			1,767,815	
Bank of NY	WFS	0.63%	4/1/2013		1,500,000			1,515,278	
UPS	WFS	0.35%	4/15/2013		1,774,000			1,776,546	
WalMart	WFS	0.40%	4/15/2013		3,000,000			3,033,513	
JPMorgan	FNC	1.33%	5/1/2013		1,000,000			1,014,430	
CCC	PJ	0.65%	5/1/2013	580,000				587,731	
GECC	PJ	0.60%	5/1/2013		1,000,000			1,014,560	
Berkshire	PJ	0.35%	5/15/2013		340,000			345,270	
US Bankcorp	WFS	0.72%	6/14/2013		1,000,000			1,007,214	
Portland Dev Corp	PJ	0.86%	6/15/2013	250,000				253,765	
ORSBA	WFS	0.50%	6/30/2013	500,000				498,585	
Key Bank - CD	FNC	0.50%	7/18/2013			1,500,000		1,500,810	
Toyota	PJ	0.30%	8/12/2013		1,300,000			1,307,748	
US Bankcorp	PJ	0.30%	9/13/2013		800,000			804,672	
FNMA	WFS	0.33%	10/15/2013	702,000				726,557	
US Bankcorp	WFS	0.64%	10/30/2013		1,045,000			1,051,766	
FHLB	WFS	0.34%	12/11/2013	1,500,000				1,501,692	
Medford SD	PJ	0.30%	12/15/2013	450,000				465,881	
FFCB	PJ	0.24%	12/23/2013	1,500,000				1,516,350	
FHLMC	PJ	0.24%	12/23/2013	1,500,000				1,506,060	
FarmerMac	WFS	0.33%	1/2/2014	1,000,000				1,000,000	
GE	PJ	0.50%	1/7/2014		1,500,000			1,524,615	
FHLB	SNW	0.31%	1/13/2014	1,000,000				1,011,270	
US Treasury Strip	WFS	0.00%	2/8/2014	462,000				458,868	
FHLB	WFS	0.27%	2/14/2014	1,500,000				1,502,553	
PepsiCo	PJ	0.37%	3/1/2014		1,750,000			1,816,360	
ORSGEN	PJ	0.40%	4/1/2014	665,000				706,649	
FFCB	WFS	0.26%	4/17/2014	2,000,000				2,045,210	
GECC	WFS	0.67%	5/13/2014		1,000,000			1,071,715	
FNMA	FNC	0.27%	5/27/2014	1,000,000				1,011,380	
State Local Govt Investment Pool 4839 (General pool)				at any time			\$ 43,812,136	\$ 43,812,136	
State Local Govt Investment Pool 3554 (Boeckman)				at any time			\$ 268,287	\$ 268,287	
State Local Govt Investment Pool 3631 (15 & WV Rd)				at any time			\$ 731,054	\$ 731,054	
<b>Total</b>					<b>\$15,859,000</b>	<b>\$24,759,000</b>	<b>\$1,500,000</b>	<b>\$44,811,477</b>	<b>\$86,929,477</b>
As a percent of total portfolio					18%	28%	2%	52%	

(1) City's practice is to hold investment to maturity. "not priced" items are not activity traded.

	Budget	Activity	% Used
<b>Fund 110 General Fund:</b>			
Taxes	8,133,050	5,613,760	69%
Intergovernmental	1,569,551	460,911	29%
Licenses and Permits	120,600	122,800	102%
Charges for Services	413,800	263,906	64%
Fines	380,000	221,584	58%
Investment Revenue	100,000	57,842	58%
Other Revenues	130,600	75,416	58%
Transfers	2,429,428	1,208,814	50%
<b>Total Revenue</b>	<b>13,277,029</b>	<b>8,025,033</b>	<b>60%</b>
Personal Services	6,274,220	3,285,670	52%
Materials and Services	6,867,600	3,964,125	58%
Capital Outlay	95,000	31,067	33%
Transfers	1,444,600	218,009	15%
<b>Total Expense</b>	<b>14,681,420</b>	<b>7,498,872</b>	<b>51%</b>
<b>Fund 210 Fleet Fund:</b>			
Charges for Services	1,167,935	681,289	58%
Investment Revenue	20,000	13,017	65%
Other Revenues	0	2,856	-%
<b>Total Revenue</b>	<b>1,187,935</b>	<b>697,162</b>	<b>59%</b>
Personal Services	515,740	265,484	51%
Materials and Services	649,470	330,132	51%
Capital Outlay	94,500	25,733	27%
Transfers	529,040	821,029	155%
<b>Total Expense</b>	<b>1,788,750</b>	<b>1,442,378</b>	<b>81%</b>
<b>Fund 230 Building Fund:</b>			
Licenses and Permits	729,952	664,886	91%
Licenses and Permits-Villebois	113,201	150,665	133%
Investment Revenue	5,000	5,093	102%
Other Revenues	0	1,082	-%
Transfers	13,000	4,781	37%
<b>Total Revenue</b>	<b>861,153</b>	<b>826,507</b>	<b>96%</b>
Personal Services	585,970	321,878	55%
Materials and Services	72,545	25,773	36%
Transfers	118,660	57,345	48%
<b>Total Expense</b>	<b>777,175</b>	<b>404,995</b>	<b>52%</b>
<b>Fund 235 Community Development Fund:</b>			
Intergovernmental	25,000	0	-%
Licenses and Permits	403,916	354,386	88%
Licenses and Permits-Villebois	231,340	126,989	55%
Charges for Services	571,000	251,639	44%
Investment Revenue	11,000	12,589	114%
Other Revenues	500	3,209	642%
Transfers	2,398,389	852,082	36%
<b>Total Revenue</b>	<b>3,641,145</b>	<b>1,600,895</b>	<b>44%</b>
Personal Services	2,756,490	1,392,870	51%
Materials and Services	573,610	191,730	33%
Transfers	288,300	157,889	55%
<b>Total Expense</b>	<b>3,618,400</b>	<b>1,742,489</b>	<b>48%</b>
<b>Fund 240 Road Operating Fund:</b>			
Intergovernmental	1,108,000	557,076	50%
Investment Revenue	2,000	2,811	141%
Other Revenues	0	7,060	-%
Transfers	0	2,615	-%
<b>Total Revenue</b>	<b>1,110,000</b>	<b>569,563</b>	<b>51%</b>
Personal Services	300,170	170,647	57%
Materials and Services	420,548	224,145	53%
Transfers	312,060	175,965	56%
<b>Total Expense</b>	<b>1,032,778</b>	<b>570,757</b>	<b>55%</b>

	Budget	Activity	% Used
<b>Fund 245 Road Maintenance Fund:</b>			
Charges for Services	635,000	372,954	59%
Investment Revenue	1,000	715	72%
Other Revenues	0	62,880	-%
<b>Total Revenue</b>	<b>636,000</b>	<b>436,549</b>	<b>69%</b>
Materials and Services	510	0	-%
Transfers	650,000	449,993	69%
<b>Total Expense</b>	<b>650,510</b>	<b>449,993</b>	<b>69%</b>
<b>Fund 260 Transit Fund:</b>			
Taxes	4,400,000	2,272,853	52%
Intergovernmental	956,062	2,466,235	258%
Charges for Services	178,000	116,919	66%
Investment Revenue	17,000	3,847	23%
Other Revenues	10,000	22,377	224%
<b>Total Revenue</b>	<b>5,561,062</b>	<b>4,882,231</b>	<b>88%</b>
Personal Services	2,886,460	1,519,339	53%
Materials and Services	1,632,365	1,017,994	62%
Capital Outlay	600,000	432,535	72%
Transfers	1,538,580	1,173,932	76%
<b>Total Expense</b>	<b>6,657,405</b>	<b>4,143,801</b>	<b>62%</b>
<b>Fund 310 Water Operating Fund:</b>			
Intergovernmental	0	3,063	-%
Charges for Services	6,412,200	4,656,309	73%
Fines	0	7,695	-%
Investment Revenue	20,000	23,549	118%
Other Revenues	0	4,915	-%
Transfers	350,000	350,000	100%
<b>Total Revenue</b>	<b>6,782,200</b>	<b>5,045,532</b>	<b>74%</b>
Personal Services	534,300	284,468	53%
Materials and Services	3,411,952	1,533,898	45%
Capital Outlay	65,000	0	-%
Debt Service	1,886,000	817,992	43%
Transfers	534,200	207,767	39%
<b>Total Expense</b>	<b>6,431,452</b>	<b>2,844,125</b>	<b>44%</b>
<b>Fund 320 Sewer Operating Fund:</b>			
Charges for Services	6,550,000	3,530,023	54%
Investment Revenue	45,000	43,648	97%
Other Revenues	18,216	12,034	66%
Transfers	785,000	785,973	100%
<b>Total Revenue</b>	<b>7,398,216</b>	<b>4,371,678</b>	<b>59%</b>
Personal Services	255,840	140,002	55%
Materials and Services	2,381,869	1,105,635	46%
Debt Service	2,589,000	1,281,156	49%
Transfers	1,460,000	256,870	18%
<b>Total Expense</b>	<b>6,686,709</b>	<b>2,783,664</b>	<b>42%</b>
<b>Fund 350 Street Lighting Fund:</b>			
Charges for Services	385,000	225,546	59%
Investment Revenue	3,000	2,364	79%
<b>Total Revenue</b>	<b>388,000</b>	<b>227,910</b>	<b>59%</b>
Materials and Services	296,100	129,082	44%
Transfers	59,280	120	-%
<b>Total Expense</b>	<b>355,380</b>	<b>129,202</b>	<b>36%</b>
<b>Fund 370 Storm Water Operating Fund:</b>			
Charges for Services	1,260,000	662,358	53%
Investment Revenue	3,000	1,590	53%
Other Revenues	0	2,062	-%
Transfers	700,000	0	-%
<b>Total Revenue</b>	<b>1,963,000</b>	<b>666,010</b>	<b>34%</b>
Personal Services	242,550	128,537	53%
Materials and Services	432,005	167,377	39%
Transfers	933,800	283,408	30%
<b>Total Expense</b>	<b>1,608,355</b>	<b>579,322</b>	<b>36%</b>

# THE LEO COMPANY

MARKETING, PUBLIC & GOVERNMENT AFFAIRS COUNSEL

## City of Wilsonville Activity Report for October 2012 The Leo Company LLC

### **Overview**

During the month of October, The Leo Company continued work on a number of public policy issues, coordinating local government policy with other jurisdictions and coordinating city external affairs activities. We work in support of the City Council goals at the supervision of the Public Affairs Director.

### **2013 Legislative Session preview: Budget and Jobs**

Issues to come up in the 2013 Legislative Session include the balancing of the state government budget in light of continued revenue shortfall projections, which appears to be greater than the budgeted reserve. Job creation and expediting planning and regulatory policies to create employment opportunities will also be emphasized as Oregon continues to struggle with a stagnant economy.

The Governor will pursue PERS reform as a first order of business and the Transportation and Ways and Means Committees will look for ways to fund the Columbia River Crossing, Oregon's number one transportation priority. All of these will be pursued in a time of fiscal instability and revenue insecurity. Oregon will be looking for ways to grow out of the current economic stagnation.

### **Marion County Economic Summit**

The Marion County Commission invited all members of the French Prairie Forum to attend the Marion County Economic Summit. Key topics of regional concern were discussed and reported to the Wilsonville Government Affairs Director. This was a well-attended program which focused on land use, industrial training and development, tourism and other local government policies which encourage economic growth in Marion County.

Wilsonville is generally seen as a model for economic growth by our southern neighbors. Opportunities for mutual economic benefit and cooperation were discussed and identified for future follow-up by the French Prairie Forum and other intergovernmental coordination.

### **French Prairie Forum 2013 - Proposed Meeting Dates**

Will be presented for discussion and approval at November meeting:

January 16<sup>th</sup>  
February 20<sup>th</sup>  
March 20<sup>th</sup>  
April 17<sup>th</sup>

May 15<sup>th</sup>  
June 19<sup>th</sup>  
July 17<sup>th</sup>  
August 21<sup>st</sup>  
September 18<sup>th</sup>  
October 16<sup>th</sup>  
November 20<sup>th</sup>  
December 18<sup>th</sup>

### **Baldock Renaming Proposal Finished and Presented**

We were requested by Oregon Travel Experience (OTE) to give a presentation of the Baldock Renaming Proposal to the Mid-Willamette Valley Area Commission on Transportation in November. Gaining the endorsement of MWACT for the proposed name change will help ODOT Region 2 when they present for final approval to the Oregon Transportation Commission in January.

### **Summary of October Monthly Activities:**

**October 5<sup>th</sup>** – Attended Metro regional Lobby Meeting. Opportunity to meet and discuss common legislative issues with local government lobbyists. Conversation focused on the Columbia River Crossing, PERS changes, transportation funding and a detailed discussion of possible bills which may come up at the 2013 Oregon Legislative Session.

**October 9<sup>th</sup>** – Met with Aurora Fire Chief to discuss local property tax compression and issues related to building the Ehlen Road Central Fire Station. An important part of this discussion is impact of creating a tax increment finance district at the Aurora Airport, which will reduce the increase in incremental property tax revenues collected to build the Central Station. The relocation of Keil Road, part of the Airport Master Plan and fire service response times to the Airport were also discussed. Chief Yoder will continue to participate in the French Prairie Forum to coordinate with local governments concerning these issues.

**October 17<sup>th</sup>** – Attended the Marion County Economic Summit in Keizer, along with other representatives of regional local governments. The Marion County Commission invited all members of the French Prairie Forum to attend and since it was on the same day, we canceled the November meeting of the French Prairie Forum to encourage members to attend the Summit. Land Use Policy, property tax compression, tourism policy and industrial recruitment were discussed at this well attended economic development meeting.

**October 24<sup>th</sup>** – Met with staff from Clackamas County Government Affairs staff to discuss policy issues and legislative concerns and priorities in the 2013 Legislative Issues. Coordinating with the County and other Cities in the County regarding issues of common concern. The City of Wilsonville coordinated with County Public Affairs staff in Salem, this meeting focused on issues of common concern likely to come up during the legislative session.

**October 25<sup>th</sup>** – Met with Oregon Travel Experience (OTE) Community Assets Director to coordinate presentation of Baldock Rest Area name change proposal to the Mid-Willamette Valley Area Commission on Transportation. Presentation scheduled for November 1<sup>st</sup>. We finalized the written proposal and reviewed possible issues which might come up in questions. This request was the result of communication with the Baldock North and South Bound Coalitions, comprised of local governments, Chambers of Commerce and major businesses along I-5 between Tualatin and Keiser.

**October 31<sup>st</sup>** – Facilitated the meeting of the Mayor with the student Delegation from Wilsonville's Sister City, Kitakata in Fukushima, Japan. Each October, Kitakata sends over a group of students to experience Wilsonville and American culture. They meet with the Wilsonville Mayor to exchange gifts and convey the Kitakata Mayor's message of friendship and good international relations. (This activity coordinated by Rachel Leo & Dan Knol)

**Objectives for Coming Month of November 2012:**

1. Represent the City at regional and League of Oregon Cities lobby coordination meetings. Continue to build coalitions with other local governments to effectively represent City of Wilsonville interests at the Legislature and in other governmental forums. Special emphasis on economic development, land use and transportation policy which impacts Wilsonville economic well being.
2. Work with the Clackamas and Marion Counties and the seven neighboring city governments through the French Prairie Forum to coordinate policies concerning area south of the Willamette River. Maintain ongoing relationships with these local governments and develop coordinated policies which benefit the Citizens of Wilsonville. Seek opportunities for mutual cooperation and anticipate changes in public policy which impact economic vitality, quality of life and intergovernmental cooperation in this region.
3. Monitor the Baldock Rest Area planning by Oregon Travel Experience. Work under the direction of the City Attorney and Public Affairs Director to coordinate issue management related to I-5 infrastructure concerns. Work cooperatively with the Baldock North and South Bound Coalitions. Offer as-needed assistance to OTE and ODOT Region 2.
4. Work with the City Public Affairs Director on emerging policy issues concerning tourism and outdoor recreation development such as the Willamette River water trail and the bicycle tourism initiative.
5. Provide 'as requested' assistance to the Public Affairs Director to attend meetings and coordinate with various officials and groups in support of the City's Public Affairs program.
6. Other duties as assigned by the City Council, Public Affairs Director and City Manager.

Greg Leo  
The Leo Company  
November 2012

# THE LEO COMPANY

MARKETING, PUBLIC & GOVERNMENT AFFAIRS COUNSEL

## **City of Wilsonville Activity Report for November 2012 The Leo Company LLC**

### **Overview**

During the month of November, The Leo Company worked on a number of public policy issues, coordinating local government policy with other jurisdictions and coordinating city external affairs activities. We continue to work in support of the City Council goals under the supervision of the Public Affairs Director.

### **French Prairie Forum Meeting**

The topics at the French Prairie Forum in November included a review of the 2012 General Election results for various local and state offices. Further, the group discussed the implications of election results for the 2013 Oregon Legislature and other policy-making elected bodies. This was a 'change' election in some jurisdictions and a 'status quo' election in others. A good discussion of the effects of the election on each of the jurisdictions followed.

We discussed both the LOC and AOC legislative priorities and where these agendas overlap with our communities. Several of the jurisdictions will adopt legislative Agendas including these legislative policy concepts.

We discussed the increasing importance of supporting Agri-Tourism among other economic development efforts, especially at the County with the Planning and Economic Development departments. Marion County representative Don Russo mentioned that a pro-agricultural policy as economic development ordinance was likely being developed by the County Commission.

### **Government Affairs Committee**

Attended the monthly meeting of the Chamber's Government Affairs Committee. The City of Wilsonville's new Community Development Director Nancy Kraushaar introduced herself to the committee and talked about on-going public works projects around the city. Kraushaar came from Oregon City where she served as the City Engineer and Public Works Director for more than a decade before taking the job in Wilsonville in May 2012.

There was also a presentation by Metro Councilor-elect Craig Dirksen about his new position and his plans for when he takes office in January. The outgoing Tigard Mayor won the District 3 position, seat of outgoing Council Carl Hosticka. He has demonstrated a strong commitment to identifying mutually beneficial solutions to many of our issues in Wilsonville including: creating a complete transportation system, efficient land use, and protecting our quality of life. He was elected to represent our district at Metro for the next four years, so this was a good

opportunity for our GAC members to hear him address these and many other challenges facing our community and our Metro region.

On behalf of the City, The Leo Company analyzed the city, county and state election results and what they mean for our City and our business community. Part of this presentation was a forecast of likely legislation aimed at increasing revenue for transportation, reduction of PERS costs and possibly a referral to the voters of new revenue sources to balance a stressed State budget.

The large part of City which is with House District 26 now has new representation at the Oregon Legislature with freshman John Davis, a business & real estate attorney. With 2011 Legislative Redistricting, the Charbonneau District (Precinct 203) became part of HD 39, represented by Representative Bill Kennemer. Senator Larry George continues to represent our Senate District 13 for another two years during his current term. Wilsonville is fortunate to have experienced and effective legislators in both the House and Senate.

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City Government Affairs Director Mark Ottenad and Greg Leo met with OregonTech staff led by Lita Colligan, Associate Vice President for Strategic Partnerships and Government Relations, to discuss the 2011 City Resolution which supports the proposed capital construction project called the "OIT Portland Campus Consolidation" (refer to SB 5533, 2011 Oregon Legislative Session).

The City will continue to coordinate with OIT, including working with legislators to secure funding for the capital construction project and to advance STEM education. The partnership of the City with OIT benefits all parties, as our economy shifts towards high tech industries.

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We gained the endorsement of MWACT for the proposed name change, which will help ODOT Region 2 when they present for final approval to the Oregon Transportation Commission in January 2013.

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strengthening businesses through education, providing motivation and networking potential, and collaboratively developing a path for the future of agritourism in Oregon.

Speakers from both agricultural and public policy backgrounds focused their presentations on agritourism issues, such as state and county regulations, as well as techniques to help owners market and grow their business. Seminars covered a variety of topics, including *Marketing your Destination: Internet and Beyond*, *Market Trends: 6 Kinds of Agritourism*, *Navigating Regulations*, *writing business plans*, *Reducing Risk by Managing Liability*, *Hospitality: Creating the Customer Experience*, and *Collaborative Models for Agritourism*

By collaborating with fellow agritourism business owners, Oregon farmers can learn how to navigate liability and regulatory laws, and how to run better businesses. Agritourism, which can include everything from pumpkin patch visits to weekend farm stays, can benefit both farmers and visitors, who include Oregonians, national and international tourists. It's an opportunity for farmers and ranchers to diversify their income stream, which provides stability, and for the public to learn from them.

Having identified the major issues and challenges facing agribusiness owners, this can be communicated to Oregon legislators and policymakers at the second Agritourism policy summit in March 2013. Beyond the policy summit in 2013, the organizers hope to establish an annual combined networking event between policymakers, farmers and ranchers.

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**November 15<sup>th</sup>** – Attended Travel Salem's Quarterly Marketing Exchange Luncheon, Topic: The State of the Industry. Learned of Salem's use of in room and kiosk oriented electronic tourism information. This is an industry trend where mobile digital devices and big-screen touch terminals will become more prevalent in the delivery of tourism marketing information.

**November 16<sup>th</sup>** – Met with OregonTech/OIT Director & Mark Ottenad to discuss workforce training and economic development, and capital construction project. Toured OIT Wilsonville Campus and discussed cooperation in support of OIT's Legislative priorities.

**November 27<sup>th</sup>** – Met with Clackamas County Government Affairs staff to discuss policy issues and legislative concerns and priorities in the 2013 Legislative Issues. We agreed to coordinate and share information of common interest in the 2013 Legislative Session

**November 30<sup>th</sup>** – Attended seminars at Oregon Agritourism Summit at OSU and networked with business owners and economic Development staff from around Oregon, discussing how to stabilize and strengthen our local economies with agritourism.

**Objectives for Coming Month of December 2012:**

1. Represent the City at regional and League of Oregon Cities lobby coordination meetings. Continue to build coalitions with other local governments to effectively represent City of Wilsonville interests at the Legislature and in other governmental forums. Special emphasis on economic development, land use and transportation policy which impacts Wilsonville economic well being.
2. Work with the Clackamas and Marion Counties and the seven neighboring city governments through the French Prairie Forum to coordinate policies concerning area south of the Willamette River. Maintain ongoing relationships with these local governments and develop coordinated policies which benefit the Citizens of Wilsonville. Seek opportunities for mutual cooperation and anticipate changes in public policy which impact economic vitality, quality of life and intergovernmental cooperation in this region.
3. Monitor the Baldock Rest Area planning by Oregon Travel Experience. Work under the direction of the City Attorney and Public Affairs Director to coordinate issue management related to I-5 infrastructure concerns. Work cooperatively with the Baldock North and South Bound Coalitions. Offer as-needed assistance to OTE and ODOT Region 2.
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5. Provide 'as requested' assistance to the Public Affairs Director to attend meetings and coordinate with various officials and groups in support of the City's Public Affairs program.
6. Other duties as assigned by the City Council, Public Affairs Director and City Manager.

Greg Leo  
The Leo Company  
December 2012

	Budget	Activity	% Used
<b>Fund 110 General Fund:</b>			
Taxes	8,133,050	5,613,760	69%
Intergovernmental	1,569,551	460,911	29%
Licenses and Permits	120,600	122,800	102%
Charges for Services	413,800	263,906	64%
Fines	380,000	221,584	58%
Investment Revenue	100,000	57,842	58%
Other Revenues	130,600	75,416	58%
Transfers	2,429,428	1,208,814	50%
<b>Total Revenue</b>	<b>13,277,029</b>	<b>8,025,033</b>	<b>60%</b>
Personal Services	6,274,220	3,285,670	52%
Materials and Services	6,867,600	3,964,125	58%
Capital Outlay	95,000	31,067	33%
Transfers	1,444,600	218,009	15%
<b>Total Expense</b>	<b>14,681,420</b>	<b>7,498,872</b>	<b>51%</b>
<b>Fund 210 Fleet Fund:</b>			
Charges for Services	1,167,935	681,289	58%
Investment Revenue	20,000	13,017	65%
Other Revenues	0	2,856	-%
<b>Total Revenue</b>	<b>1,187,935</b>	<b>697,162</b>	<b>59%</b>
Personal Services	515,740	265,484	51%
Materials and Services	649,470	330,132	51%
Capital Outlay	94,500	25,733	27%
Transfers	529,040	821,029	155%
<b>Total Expense</b>	<b>1,788,750</b>	<b>1,442,378</b>	<b>81%</b>
<b>Fund 230 Building Fund:</b>			
Licenses and Permits	729,952	664,886	91%
Licenses and Permits-Villebois	113,201	150,665	133%
Investment Revenue	5,000	5,093	102%
Other Revenues	0	1,082	-%
Transfers	13,000	4,781	37%
<b>Total Revenue</b>	<b>861,153</b>	<b>826,507</b>	<b>96%</b>
Personal Services	585,970	321,878	55%
Materials and Services	72,545	25,773	36%
Transfers	118,660	57,345	48%
<b>Total Expense</b>	<b>777,175</b>	<b>404,995</b>	<b>52%</b>
<b>Fund 235 Community Development Fund:</b>			
Intergovernmental	25,000	0	-%
Licenses and Permits	403,916	354,386	88%
Licenses and Permits-Villebois	231,340	126,989	55%
Charges for Services	571,000	251,639	44%
Investment Revenue	11,000	12,589	114%
Other Revenues	500	3,209	642%
Transfers	2,398,389	852,082	36%
<b>Total Revenue</b>	<b>3,641,145</b>	<b>1,600,895</b>	<b>44%</b>
Personal Services	2,756,490	1,392,870	51%
Materials and Services	573,610	191,730	33%
Transfers	288,300	157,889	55%
<b>Total Expense</b>	<b>3,618,400</b>	<b>1,742,489</b>	<b>48%</b>
<b>Fund 240 Road Operating Fund:</b>			
Intergovernmental	1,108,000	557,076	50%
Investment Revenue	2,000	2,811	141%
Other Revenues	0	7,060	-%
Transfers	0	2,615	-%
<b>Total Revenue</b>	<b>1,110,000</b>	<b>569,563</b>	<b>51%</b>
Personal Services	300,170	170,647	57%
Materials and Services	420,548	224,145	53%
Transfers	312,060	175,965	56%
<b>Total Expense</b>	<b>1,032,778</b>	<b>570,757</b>	<b>55%</b>

	Budget	Activity	% Used
<b>Fund 245 Road Maintenance Fund:</b>			
Charges for Services	635,000	372,954	59%
Investment Revenue	1,000	715	72%
Other Revenues	0	62,880	-%
<b>Total Revenue</b>	<b>636,000</b>	<b>436,549</b>	<b>69%</b>
Materials and Services	510	0	-%
Transfers	650,000	449,993	69%
<b>Total Expense</b>	<b>650,510</b>	<b>449,993</b>	<b>69%</b>
<b>Fund 260 Transit Fund:</b>			
Taxes	4,400,000	2,272,853	52%
Intergovernmental	956,062	2,466,235	258%
Charges for Services	178,000	116,919	66%
Investment Revenue	17,000	3,847	23%
Other Revenues	10,000	22,377	224%
<b>Total Revenue</b>	<b>5,561,062</b>	<b>4,882,231</b>	<b>88%</b>
Personal Services	2,886,460	1,519,339	53%
Materials and Services	1,632,365	1,017,994	62%
Capital Outlay	600,000	432,535	72%
Transfers	1,538,580	1,173,932	76%
<b>Total Expense</b>	<b>6,657,405</b>	<b>4,143,801</b>	<b>62%</b>
<b>Fund 310 Water Operating Fund:</b>			
Intergovernmental	0	3,063	-%
Charges for Services	6,412,200	4,656,309	73%
Fines	0	7,695	-%
Investment Revenue	20,000	23,549	118%
Other Revenues	0	4,915	-%
Transfers	350,000	350,000	100%
<b>Total Revenue</b>	<b>6,782,200</b>	<b>5,045,532</b>	<b>74%</b>
Personal Services	534,300	284,468	53%
Materials and Services	3,411,952	1,533,898	45%
Capital Outlay	65,000	0	-%
Debt Service	1,886,000	817,992	43%
Transfers	534,200	207,767	39%
<b>Total Expense</b>	<b>6,431,452</b>	<b>2,844,125</b>	<b>44%</b>
<b>Fund 320 Sewer Operating Fund:</b>			
Charges for Services	6,550,000	3,530,023	54%
Investment Revenue	45,000	43,648	97%
Other Revenues	18,216	12,034	66%
Transfers	785,000	785,973	100%
<b>Total Revenue</b>	<b>7,398,216</b>	<b>4,371,678</b>	<b>59%</b>
Personal Services	255,840	140,002	55%
Materials and Services	2,381,869	1,105,635	46%
Debt Service	2,589,000	1,281,156	49%
Transfers	1,460,000	256,870	18%
<b>Total Expense</b>	<b>6,686,709</b>	<b>2,783,664</b>	<b>42%</b>
<b>Fund 350 Street Lighting Fund:</b>			
Charges for Services	385,000	225,546	59%
Investment Revenue	3,000	2,364	79%
<b>Total Revenue</b>	<b>388,000</b>	<b>227,910</b>	<b>59%</b>
Materials and Services	296,100	129,082	44%
Transfers	59,280	120	-%
<b>Total Expense</b>	<b>355,380</b>	<b>129,202</b>	<b>36%</b>
<b>Fund 370 Storm Water Operating Fund:</b>			
Charges for Services	1,260,000	662,358	53%
Investment Revenue	3,000	1,590	53%
Other Revenues	0	2,062	-%
Transfers	700,000	0	-%
<b>Total Revenue</b>	<b>1,963,000</b>	<b>666,010</b>	<b>34%</b>
Personal Services	242,550	128,537	53%
Materials and Services	432,005	167,377	39%
Transfers	933,800	283,408	30%
<b>Total Expense</b>	<b>1,608,355</b>	<b>579,322</b>	<b>36%</b>

# THE LEO COMPANY

MARKETING, PUBLIC & GOVERNMENT AFFAIRS COUNSEL

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### Overview

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### 2013 Legislative Session preview: Budget and Jobs

Issues to come up in the 2013 Legislative Session include the balancing of the state government budget in light of continued revenue shortfall projections, which appears to be greater than the budgeted reserve. Job creation and expediting planning and regulatory policies to create employment opportunities will also be emphasized as Oregon continues to struggle with a stagnant economy.

The Governor will pursue PERS reform as a first order of business and the Transportation and Ways and Means Committees will look for ways to fund the Columbia River Crossing, Oregon's number one transportation priority. All of these will be pursued in a time of fiscal instability and revenue insecurity. Oregon will be looking for ways to grow out of the current economic stagnation.

### Marion County Economic Summit

The Marion County Commission invited all members of the French Prairie Forum to attend the Marion County Economic Summit. Key topics of regional concern were discussed and reported to the Wilsonville Government Affairs Director. This was a well-attended program which focused on land use, industrial training and development, tourism and other local government policies which encourage economic growth in Marion County.

Wilsonville is generally seen as a model for economic growth by our southern neighbors. Opportunities for mutual economic benefit and cooperation were discussed and identified for future follow-up by the French Prairie Forum and other intergovernmental coordination.

### French Prairie Forum 2013 - Proposed Meeting Dates

Will be presented for discussion and approval at November meeting:

January 16<sup>th</sup>

February 20<sup>th</sup>

March 20<sup>th</sup>

April 17<sup>th</sup>

May 15<sup>th</sup>  
June 19<sup>th</sup>  
July 17<sup>th</sup>  
August 21<sup>st</sup>  
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### **Baldock Renaming Proposal Finished and Presented**

We were requested by Oregon Travel Experience (OTE) to give a presentation of the Baldock Renaming Proposal to the Mid-Willamette Valley Area Commission on Transportation in November. Gaining the endorsement of MWACT for the proposed name change will help ODOT Region 2 when they present for final approval to the Oregon Transportation Commission in January.

### **Summary of October Monthly Activities:**

**October 5<sup>th</sup>** – Attended Metro regional Lobby Meeting. Opportunity to meet and discuss common legislative issues with local government lobbyists. Conversation focused on the Columbia River Crossing, PERS changes, transportation funding and a detailed discussion of possible bills which may come up at the 2013 Oregon Legislative Session.

**October 9<sup>th</sup>** – Met with Aurora Fire Chief to discuss local property tax compression and issues related to building the Ehlen Road Central Fire Station. An important part of this discussion is impact of creating a tax increment finance district at the Aurora Airport, which will reduce the increase in incremental property tax revenues collected to build the Central Station. The relocation of Keil Road, part of the Airport Master Plan and fire service response times to the Airport were also discussed. Chief Yoder will continue to participate in the French Prairie Forum to coordinate with local governments concerning these issues.

**October 17<sup>th</sup>** – Attended the Marion County Economic Summit in Keizer, along with other representatives of regional local governments. The Marion County Commission invited all members of the French Prairie Forum to attend and since it was on the same day, we canceled the November meeting of the French Prairie Forum to encourage members to attend the Summit. Land Use Policy, property tax compression, tourism policy and industrial recruitment were discussed at this well attended economic development meeting.

**October 24<sup>th</sup>** – Met with staff from Clackamas County Government Affairs staff to discuss policy issues and legislative concerns and priorities in the 2013 Legislative Issues. Coordinating with the County and other Cities in the County regarding issues of common concern. The City of Wilsonville coordinated with County Public Affairs staff in Salem, this meeting focused on issues of common concern likely to come up during the legislative session.

**October 25<sup>th</sup>** – Met with Oregon Travel Experience (OTE) Community Assets Director to coordinate presentation of Baldock Rest Area name change proposal to the Mid-Willamette Valley Area Commission on Transportation. Presentation scheduled for November 1<sup>st</sup>. We finalized the written proposal and reviewed possible issues which might come up in questions. This request was the result of communication with the Baldock North and South Bound Coalitions, comprised of local governments, Chambers of Commerce and major businesses along I-5 between Tualatin and Keiser.

**October 31<sup>st</sup>** – Facilitated the meeting of the Mayor with the student Delegation from Wilsonville's Sister City, Kitakata in Fukushima, Japan. Each October, Kitakata sends over a group of students to experience Wilsonville and American culture. They meet with the Wilsonville Mayor to exchange gifts and convey the Kitakata Mayor's message of friendship and good international relations. (This activity coordinated by Rachel Leo & Dan Knol)

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**November 15<sup>th</sup>** – Attended Travel Salem's Quarterly Marketing Exchange Luncheon, Topic: The State of the Industry. Learned of Salem's use of in room and kiosk oriented electronic tourism information. This is an industry trend where mobile digital devices and big-screen touch terminals will become more prevalent in the delivery of tourism marketing information.

**November 16<sup>th</sup>** – Met with OregonTech/OIT Director & Mark Ottenad to discuss workforce training and economic development, and capital construction project. Toured OIT Wilsonville Campus and discussed cooperation in support of OIT's Legislative priorities.

**November 27<sup>th</sup>** – Met with Clackamas County Government Affairs staff to discuss policy issues and legislative concerns and priorities in the 2013 Legislative Issues. We agreed to coordinate and share information of common interest in the 2013 Legislative Session

**November 30<sup>th</sup>** – Attended seminars at Oregon Agritourism Summit at OSU and networked with business owners and economic Development staff from around Oregon, discussing how to stabilize and strengthen our local economies with agritourism.

**Objectives for Coming Month of December 2012:**

1. Represent the City at regional and League of Oregon Cities lobby coordination meetings. Continue to build coalitions with other local governments to effectively represent City of Wilsonville interests at the Legislature and in other governmental forums. Special emphasis on economic development, land use and transportation policy which impacts Wilsonville economic well being.
2. Work with the Clackamas and Marion Counties and the seven neighboring city governments through the French Prairie Forum to coordinate policies concerning area south of the Willamette River. Maintain ongoing relationships with these local governments and develop coordinated policies which benefit the Citizens of Wilsonville. Seek opportunities for mutual cooperation and anticipate changes in public policy which impact economic vitality, quality of life and intergovernmental cooperation in this region.
3. Monitor the Baldock Rest Area planning by Oregon Travel Experience. Work under the direction of the City Attorney and Public Affairs Director to coordinate issue management related to I-5 infrastructure concerns. Work cooperatively with the Baldock North and South Bound Coalitions. Offer as-needed assistance to OTE and ODOT Region 2.
4. Work with the City Public Affairs Director on emerging policy issues concerning tourism and outdoor recreation development such as the Willamette River water trail and the bicycle tourism initiative.
5. Provide 'as requested' assistance to the Public Affairs Director to attend meetings and coordinate with various officials and groups in support of the City's Public Affairs program.
6. Other duties as assigned by the City Council, Public Affairs Director and City Manager.

Greg Leo  
The Leo Company  
December 2012

City of Wilsonville  
February 21, 2013 City Council Meeting

SPEAKER CARD

NAME: FRANCIS JAMES

ADDRESS: 7825 SW Wilsonville Rd #136

TELEPHONE: 503-819-4271 E-MAIL FRANCISJAMES2012@GMAIL.COM

AGENDA ITEM YOU WANT TO ADDRESS: Comcast Cable offer  
SENIORS SPECIAL RATE for Internet + TV

Please limit your comments to 3 minutes. Thank you.

**City of Wilsonville  
City Council Meeting  
February 21, 2013 Sign In Sheet**

<b>Name</b>	<b>Mailing Address</b>
Kern Wise	

City of Wilsonville

**City Council Meeting  
February 21, 2013  
Action Minutes**

**DATE: JANUARY 7, 2013**

**LOCATION:** 29799 SW TOWN CENTER LOOP EAST, WILSONVILLE, OR

**Time Start: 5 P.M.    Time End: 7:53 P.M.    Remarks:** Councilor Goddard did not attend the regular council meeting due to a personal engagement.

**ATTENDANCE LOG**

COUNCILORS	STAFF	STAFF	STAFF	STAFF
Mayor Knapp	Bryan Cosgrove	Stephan Lashbrook	Nancy Kraushaar	
Councilor Goddard	Mike Kohlhoff	Mark Ottenad	Delora Kerber	Angela Handran
Councilor Starr	Jeanna Troha	Dan Knoll	Joanne Ossanna	
Councilor Fitzgerald	Sandy King	Blaise Edmonds	Barbara Jacobson	
Councilor Stevens	Chris Neamtzu	Steve Allen	Scott Simonton	

AGENDA	ACTIONS
<b>WORK SESSION</b>	
<ul style="list-style-type: none"> <li>Tooze Road House Bid Award</li> <li>Regional Metro/JPACT Federal Transportation Legislative Agenda</li> <li>Items "A" and "D" on the work session -- School District Lease, and possible Call-up of DRB decision --were removed from the Work Session agenda and regular agenda.</li> </ul>	<ul style="list-style-type: none"> <li>Barbara Jacobson explained the purchase and timeline for the house to be moved, and property cleaned up.</li> <li>Staff explained this legislative agenda was a guide for discussions with Oregon's Congressional delegation and federal transportation agencies during the annual regional Metro JPACT trip to Washington, D.C. in March.</li> </ul>
<b>REGULAR MEETING</b>	
<u>Mayor's Business</u>	
<ul style="list-style-type: none"> <li>Request from Rockwell Collins to the mayor to send a letter to the City's congressional delegation asking them to support a balanced, bi-partisan approach to solving the federal budgetary issues.</li> </ul>	Council agreed unanimously and a letter was prepared for the Mayor's signature.
<u>Consent Agenda</u>	
<ul style="list-style-type: none"> <li>Resolution No. 2397 – Autumn Park Sewer Line</li> <li>Resolution No. 2398 – Electrical Shields on Canyon Creek Rd North</li> <li>Resolution No. 2399 – SMART bus purchase</li> </ul>	Consent Agenda Adopted 5-0

<ul style="list-style-type: none"> <li>Resolution No. 2401 – Sale of surplus property at 11650 SW Tooze Road</li> </ul>	
<b>LEGAL BUSINESS</b> <ul style="list-style-type: none"> <li>Authorize staff to enter into settlement agreement with MacKay &amp; Sposito</li> </ul>	Adopted 5-0.
<b>URBAN RENEWAL AGENCY MEETING</b>	
<u>Consent Agenda</u> URA Resolution No. 225 – lease agreement with School District	This item was continued to the March 4, 2013 URA meeting.
Minutes of the 1/24/13 URA Meeting	Approved 5-0.

**RECORDED BY: SCK**