

City of Wilsonville

City Council Meeting

June 3, 2019



AGENDA

**WILSONVILLE CITY COUNCIL MEETING
JUNE 3, 2019
7:00 P.M.**

**CITY HALL
29799 SW TOWN CENTER LOOP EAST
WILSONVILLE, OREGON**

Mayor Tim Knapp

Council President Kristin Akervall
Councilor Charlotte Lehan

Councilor Susie Stevens
Councilor Ben West

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.

Executive Session is held in the Willamette River Room, City Hall, 2nd Floor

- 5:00 P.M. EXECUTIVE SESSION** [20 min.]
A. Pursuant to: ORS 192.660 (2)(e) Real Property Transactions
ORS 192.660(2)(h) Legal Counsel / Litigation
- 5:20 P.M. REVIEW OF AGENDA AND ITEMS ON CONSENT** [5 min.]
- 5:25 P.M. COUNCILORS’ CONCERNS** [5 min.]
- 5:30 P.M. PRE-COUNCIL WORK SESSION**
- A. 2018 City of Wilsonville Annual Housing Report (Tso) [30 min.]
B. Equitable Housing Strategic Plan (Rybold) [30 min.]
C. Programs Enhancement Strategy Update (Loomis) [30 min.]
- 7:00 P.M. ADJOURN**
-

CITY COUNCIL MEETING

The following is a summary of the legislative and other matters to come before the Wilsonville City Council a regular session to be held, Monday, June 3, 2019 at City Hall. Legislative matters must have been filed in the office of the City Recorder by 10 a.m. on May 21, 2019. 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 there with 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. 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.

7:10 P.M. MAYOR'S BUSINESS

- A. Upcoming Meetings

7:15 P.M. COUNCILOR COMMENTS

- A. Council President Akervall
- B. Councilor Stevens
- C. Councilor Lehan
- D. Councilor West

7:25 P.M. PUBLIC HEARING

- A. **Resolution No. 2750** (*Legislative Hearing*)
A Resolution Of The City Of Wilsonville Adopting The Budget, Making Appropriations, Declaring The Ad Valorem Tax Levy, And Classifying The Levy As Provided By ORS 310.060(2) For Fiscal Year 2019-20. (Rodocker)
- B. **Resolution No. 2751** (*Legislative Hearing*)
A Resolution Declaring The City's Eligibility To Receive State Shared Revenues. (Rodocker)
- C. **Resolution No. 2752** (*Legislative Hearing*)
A Resolution Declaring The City's Election To Receive State Shared Revenues. (Rodocker)
- D. **Ordinance No. 836** – 1st Reading (*Land Use Public Hearing*)
An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Residential Agricultural Holding (RA-H) Zone To The Planned Development Industrial (PDI) Zone With Special Considerations For Screening And Buffering From The Adjacent Existing Residential Use On Approximately 6.16 Acres Comprising Tax Lots 300 And 500 Of Section 14A, T3S, R1W, Clackamas County, Oregon, Nicoli Pacific, LLC, Applicant/Owner. (Luxhoj)

7:50 P.M. CITY MANAGER'S BUSINESS

7:55 P.M. LEGAL BUSINESS

8:00 P.M. ADJOURN

**AN URBAN RENEWAL AGENCY MEETING
WILL IMMEDIATELY FOLLOW THE CITY COUNCIL MEETING**

Time frames for agenda items are not time certain (i.e. Agenda items may be considered earlier than indicated.) 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 cityrecorder@ci.wilsonville.or.us.



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: June 3, 2019		Subject: 2018 City of Wilsonville Annual Housing Report	
		Staff Member: Charles Tso, Assistant Planner	
		Department: Community Development	
Action Required		Advisory Board/Commission Recommendation	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input type="checkbox"/> Resolution <input 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	
		Comments: N/A	
Staff Recommendation: None. This is a briefing for information and discussion only.			
Recommended Language for Motion: N/A			
Project / Issue Relates To:			
<input checked="" type="checkbox"/> Council Goals/Priorities: Thoughtful Land Use	<input type="checkbox"/> Adopted Master Plan(s)	<input type="checkbox"/> Not Applicable	

ISSUE BEFORE COUNCIL:

Presentation on Wilsonville Housing Needs Analysis.

EXECUTIVE SUMMARY:

The Housing Needs Analysis completed in 2013 forecasted Wilsonville's housing needs over the next 20 years. It highlighted consistent population and household growth over the past decade. The technical analysis indicated residential land supply in the city might not be sufficient for the 20-year planning horizon. Under Metro's forecast, Wilsonville will run out of residential land by about 2032. Assuming Wilsonville continues to grow at the rate it has over the past ten years, the city will consume the available residential land by about 2025.

As such, one of the key recommendations emerging from the report was a need for the city to develop a monitoring program to help the city understand the speed and efficiency at which land is developing and long-range residential planning needs. The following metrics were recommended for monitoring and are data points included in the annual housing report: population, building permits, subdivision and partition activity, land consumption, right-of-way, and open space dedications.

See www.ci.wilsonville.or.us/housingreport to view the 2018 Annual Housing Report, which highlights key residential development activity in the City over the past year as well as trends over the past few years regarding approved housing plans and issued permits. See Attachment A to view snapshots from the online 2018 Annual Housing Report.

The report indicates that while a moderate level of residential construction activities occurred in 2018, the construction of new homes has slowed slightly over the past two years. However, since the Development Review Board approved six residential projects last year, the declining trend of residential construction may flatten out or rebound over the next few years.

There were 184 new housing permits issued in 2018; 128 (70%) of them were single-family homes and 56 units (30%) were multi-family homes. There is a fair amount of diversity in housing options in the permitted homes; of all the single-family homes, 28 permits (22%) were issued for attached row homes and 12 permits (9%) were issued for detached row homes. The remaining permitted homes provided a range of choices for detached single-family homes, from 1,700 to 4,000 square feet in size.

The information presented in the report reinforces the importance of the city's long-range planning efforts and indicates the ways in which housing supply in the City is, and will be, developing. Throughout the past five years, the Annual Housing Report has documented an overall increase in population, household growth, the cost of renting and owning a home, a variety of housing types and lot sizes, and the dominance of single-family homes in new housing supply.

In summary, the Housing Report provides the following key takeaways:

- The City's current single-family vs. multi-family share of the total housing stock is 49 and 51 percent, respectively. This reflects a balanced local housing supply and is a result of thoughtful land use planning.
- Over the past five years, the majority of housing construction permits have been single-family. Nevertheless, there is a variety of housing types within this category. Row homes accounted for 37 and 31 percent of permitted single-family homes in 2017 and 2018, respectively.

- The number of construction permits has declined over the past few years after record-setting numbers.
- Construction activities should remain constant over the next few years with the approval of six residential development projects consisting of 235 homes in 2018.
- Median home sale price and median rent price have steadily increased over the past five years. As a result, the average home in Wilsonville costs 31 percent more than what an average household can reasonably afford.
- Households earning less than \$50,000 a year are disproportionately rent-burdened; three out of four households in this income group spend more than 30% of their monthly income on housing. In contrast, less than one in five households earning above \$50,000 a year is rent-burdened.
- The City has exceeded the projected household growth in Metro's 2014-2034 forecast for the past five years. Since 2014, 38 percent of the city's 20-year projected household growth has been constructed; this fact indicates that Wilsonville will most likely exceed Metro's growth forecast by a large margin. This steady growth demonstrates there is a need for construction of new homes to keep up with demand.
- Under Metro's forecast, Wilsonville will run out of residential land by about 2032, and if Wilsonville continues to grow at the rate it has over the past ten years, the city will consume its currently available residential land by about 2025.
- 35 percent (166 of 477 acres) of Wilsonville's 20-year land inventory has been dedicated to development by plans approved over the past five years (2014-2018). At the current rate, Wilsonville will need more buildable land area and redevelopment opportunities to accommodate its housing needs. It is worth noting, the 477 acres does not include the recent Urban Growth Boundary (UGB) expansion area for Wilsonville's Frog Pond East and South neighborhoods.

EXPECTED RESULTS:

Staff will summarize the 2018 housing construction activity in Wilsonville for City Council. Staff desires input and discussion from City Council on the report, specifically:

1. Those elements of the report that are especially interesting; and
2. Suggestions for future publications of information that would be helpful.

TIMELINE:

The Annual Housing Report was published on April 10, 2018. Staff will continue to refine the online format to enable a streamlined system for managing data information and updating the report on an annual basis.

CURRENT YEAR BUDGET IMPACTS:

Limited staff time is required to pull the report together from data collected through existing business operations.

FINANCIAL REVIEW / COMMENT:

Reviewed by: CAR Date: 5/22/2019

LEGAL REVIEW / COMMENT:

Reviewed by: BAJ Date: 5/29/2019

COMMUNITY INVOLVEMENT PROCESS:

N/A

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

Understanding the housing needs and construction activities in Wilsonville is critical to the livability and vibrancy of this community. The information in this report may inform long-range planning and policy efforts, including the City's Equitable Housing Strategic Plan, targeted at meeting housing growth and affordability needs that will benefit businesses and residents alike.

ALTERNATIVES:

N/A

CITY MANAGER COMMENT:

N/A

ATTACHMENT:

- A. 2018 City of Wilsonville Annual Housing Report Snapshots

An aerial photograph of a residential neighborhood in Wilsonville, Oregon. The houses are arranged in a grid-like pattern with winding streets. There are green spaces, trees, and a small pond visible. A semi-transparent white box is overlaid in the center of the image, containing the title and publication date.

2018 Wilsonville Annual Housing Report

Published on April 10, 2019

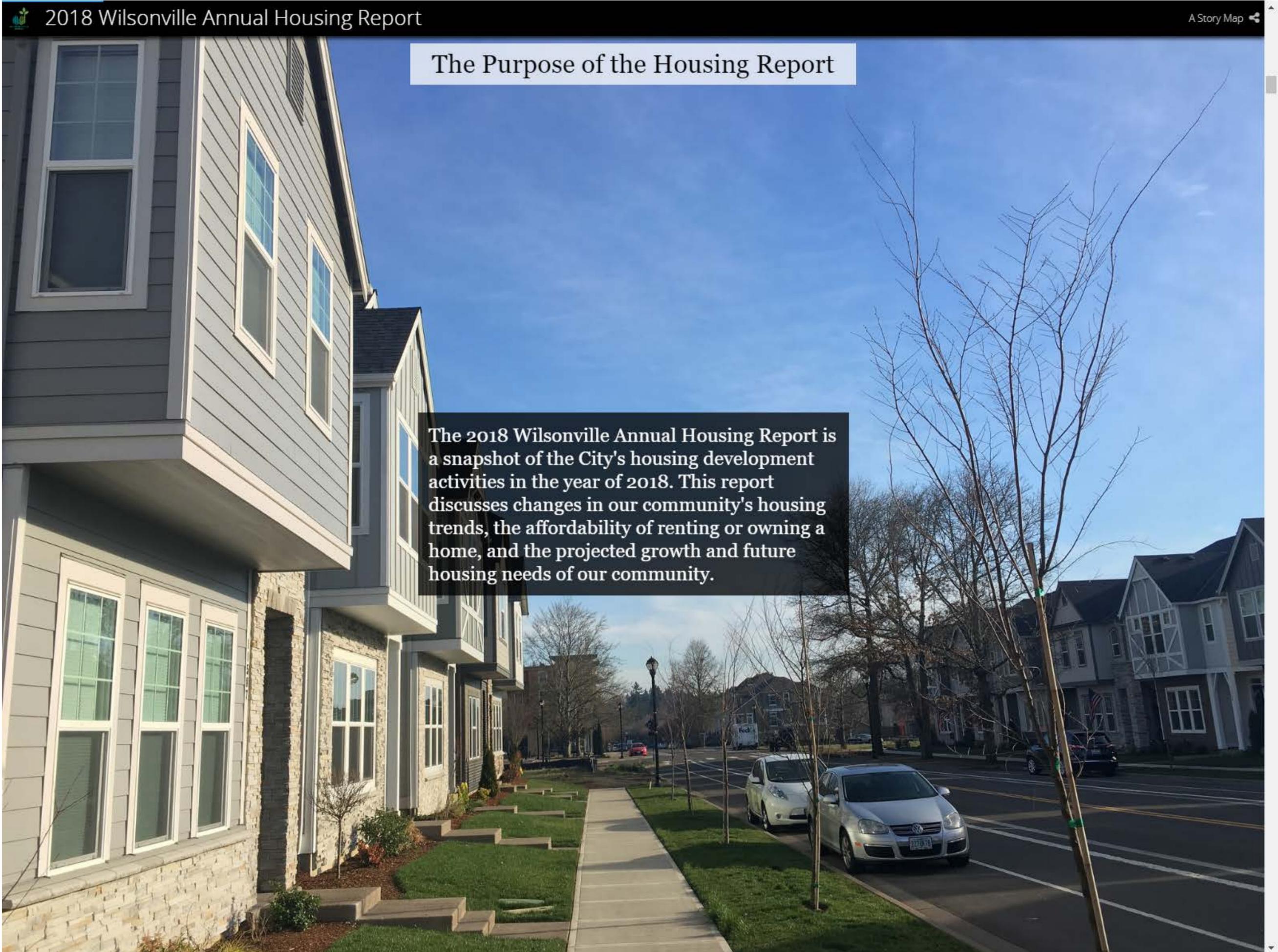
The Importance of Home

“A lot of people don't look at housing as a human right, but it is. The center of a person's well-being is where they live”. - *Jimmy Carter*



The Purpose of the Housing Report

The 2018 Wilsonville Annual Housing Report is a snapshot of the City's housing development activities in the year of 2018. This report discusses changes in our community's housing trends, the affordability of renting or owning a home, and the projected growth and future housing needs of our community.



The Purpose of the Housing Report

This report is an important tool to help planners, elected officials, and community members to understand the dynamics of the local housing market, track the production and the diversity of housing, and assess the affordability of homes in Wilsonville.

This information is critical for implementing policies and programs aimed at meeting local housing needs, maintaining affordable options, and encouraging housing diversity and community inclusion in the City of Wilsonville.



What is in this report

The subsequent sections of this report will

- (1) provide a summary of housing development in 2018;
- (2) describe development activities by neighborhood;
- (3) show past and present housing trends, including affordability for rental and ownership housing; and
- (4) discuss anticipated changes to the city's future housing inventory.

What is in this report

City permit data and county property records provide information on the characteristics of housing units permitted for construction in 2018, such as lot size, home size, and density.

Information on housing affordability and future trends of regional growth is based on data from Metro, the [U.S. Census](#), [Portland State University](#), [zillow.com](#), and [realtor.com](#).



What is in this report

This report discusses the following:

- Housing Inventory in the City of Wilsonville
- Housing Permitted for Construction in 2018
- Cost of Renting and Owning a Home in Wilsonville in 2018
- Housing Development Characteristics by Neighborhood
- Housing Development Trends in Wilsonville
- Affordability and Growth Trends in the Regional Context
- What Does the Future of Housing in Wilsonville Look Like?

State of Housing in 2018

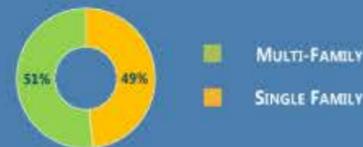
A SNAPSHOT OF 2018

 **184** HOMES PERMITTED

128 SINGLE-FAMILY **56** MULTI-FAMILY
 **70%**  **30%**

TOTAL VALUE IN CONSTRUCTION
\$40.7 MILLION

CITYWIDE HOUSING INVENTORY



LAND FOR PERMITTED HOMES
12 ACRES

AVERAGE NET DENSITY OF **15 HOMES**
PERMITTED DEVELOPMENT **PER ACRE**

Figure 1: Housing Snapshot in 2018

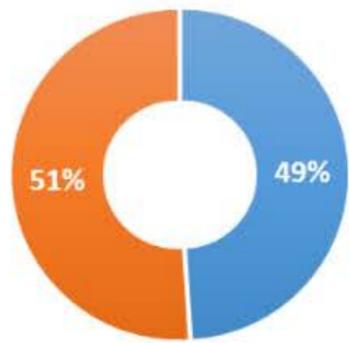
State of Housing in 2018

New Homes Permitted for Construction

In 2018, the City permitted 128 single-family homes and 56 multi-family homes for construction after seeing no multi-family construction for two years in row.

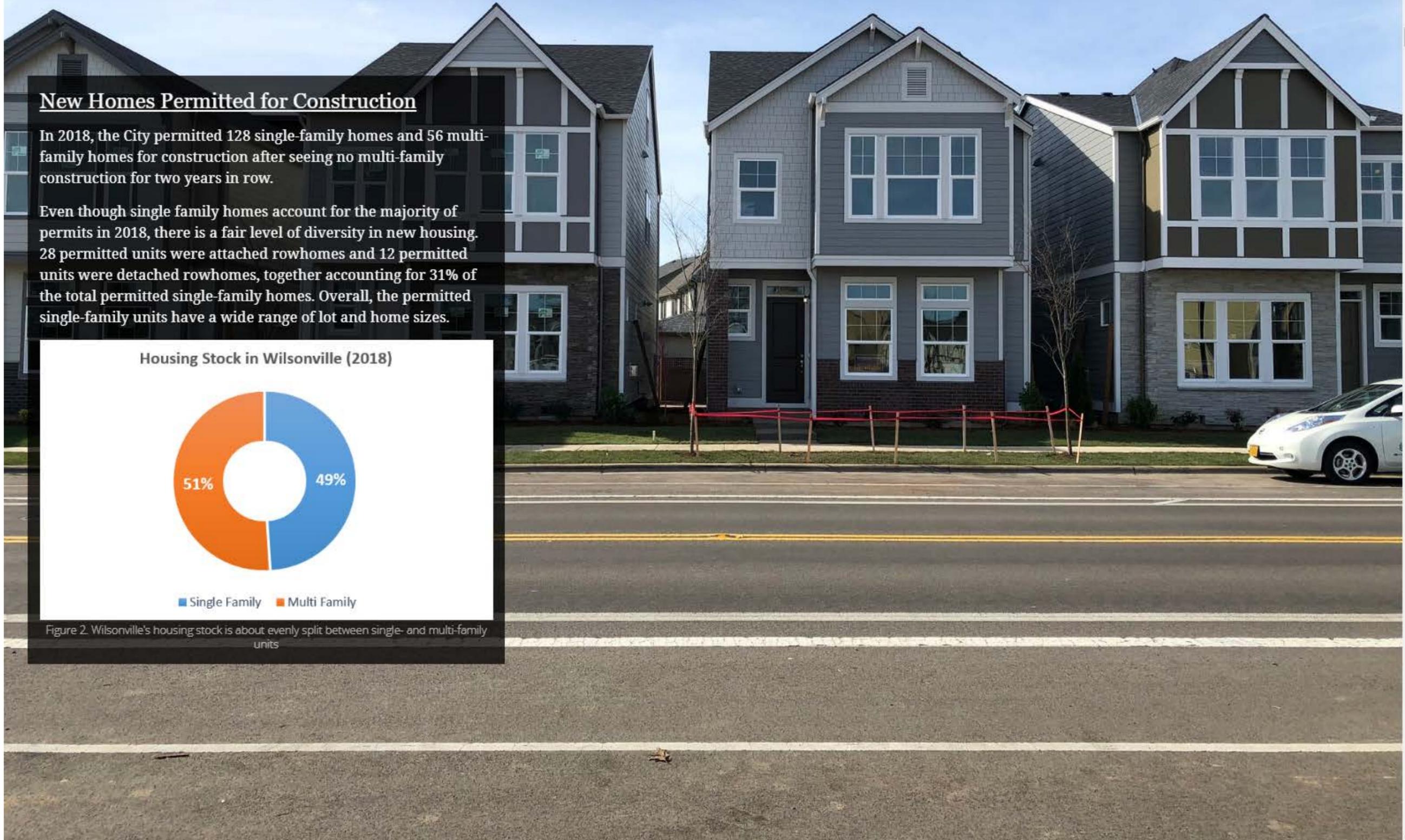
Even though single family homes account for the majority of permits in 2018, there is a fair level of diversity in new housing. 28 permitted units were attached rowhomes and 12 permitted units were detached rowhomes, together accounting for 31% of the total permitted single-family homes. Overall, the permitted single-family units have a wide range of lot and home sizes.

Housing Stock in Wilsonville (2018)



■ Single Family ■ Multi Family

Figure 2. Wilsonville's housing stock is about evenly split between single- and multi-family units



State of Housing in 2018

Approved Housing Development Plans

In 2018, the Development Review Board (DRB) approved six housing development plans. Wilsonville has seen strong housing construction activities since 2014, and these approved residential development plans will ensure a steady supply of new homes in Wilsonville for the next few years.

With the adoption of the Frog Pond Master Plan in 2017, the City anticipates continued growth in single-family housing development. Two approved developments in Frog Pond—Stafford Meadows and Morgan Farm—will provide over 100 new single-family detached homes. The City expects to approve additional development plans in Frog Pond in 2019.

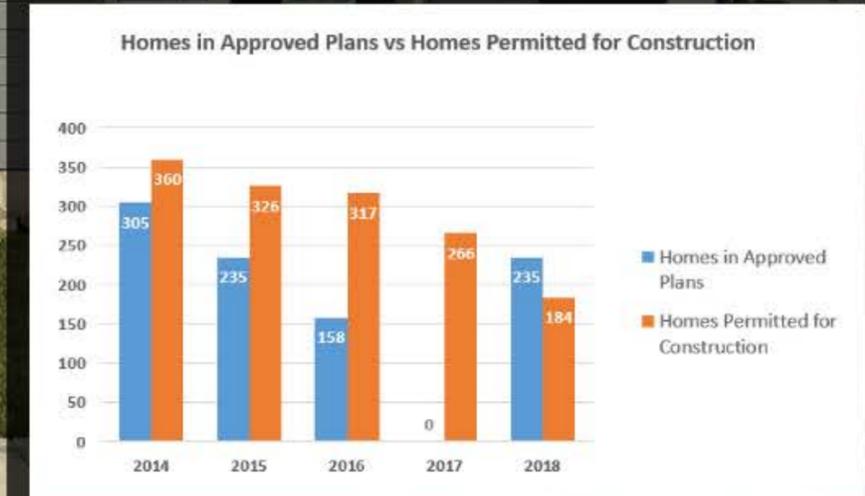


Figure 3. Units in Approved Plans vs Units Permitted for Construction



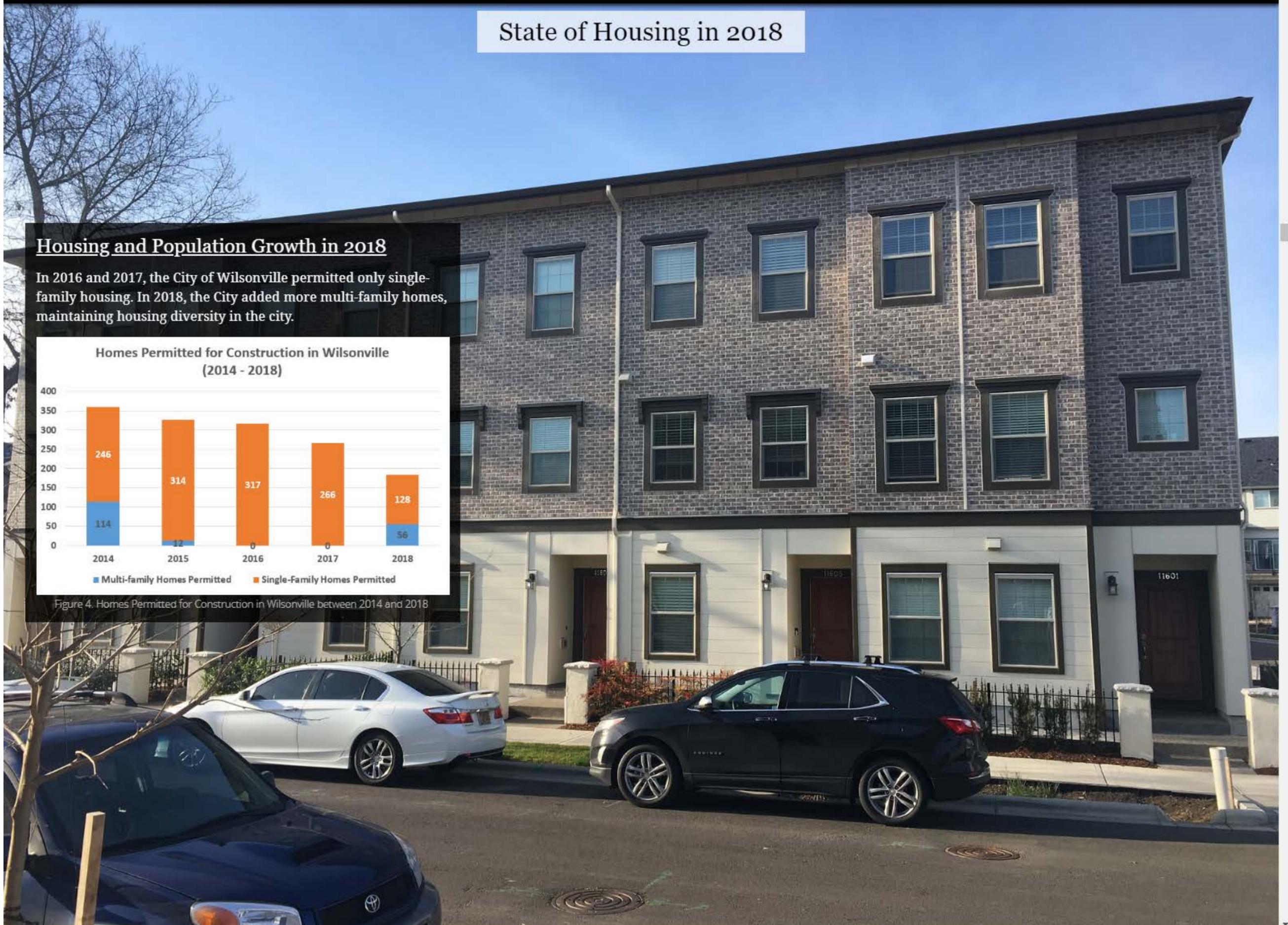
State of Housing in 2018

Housing and Population Growth in 2018

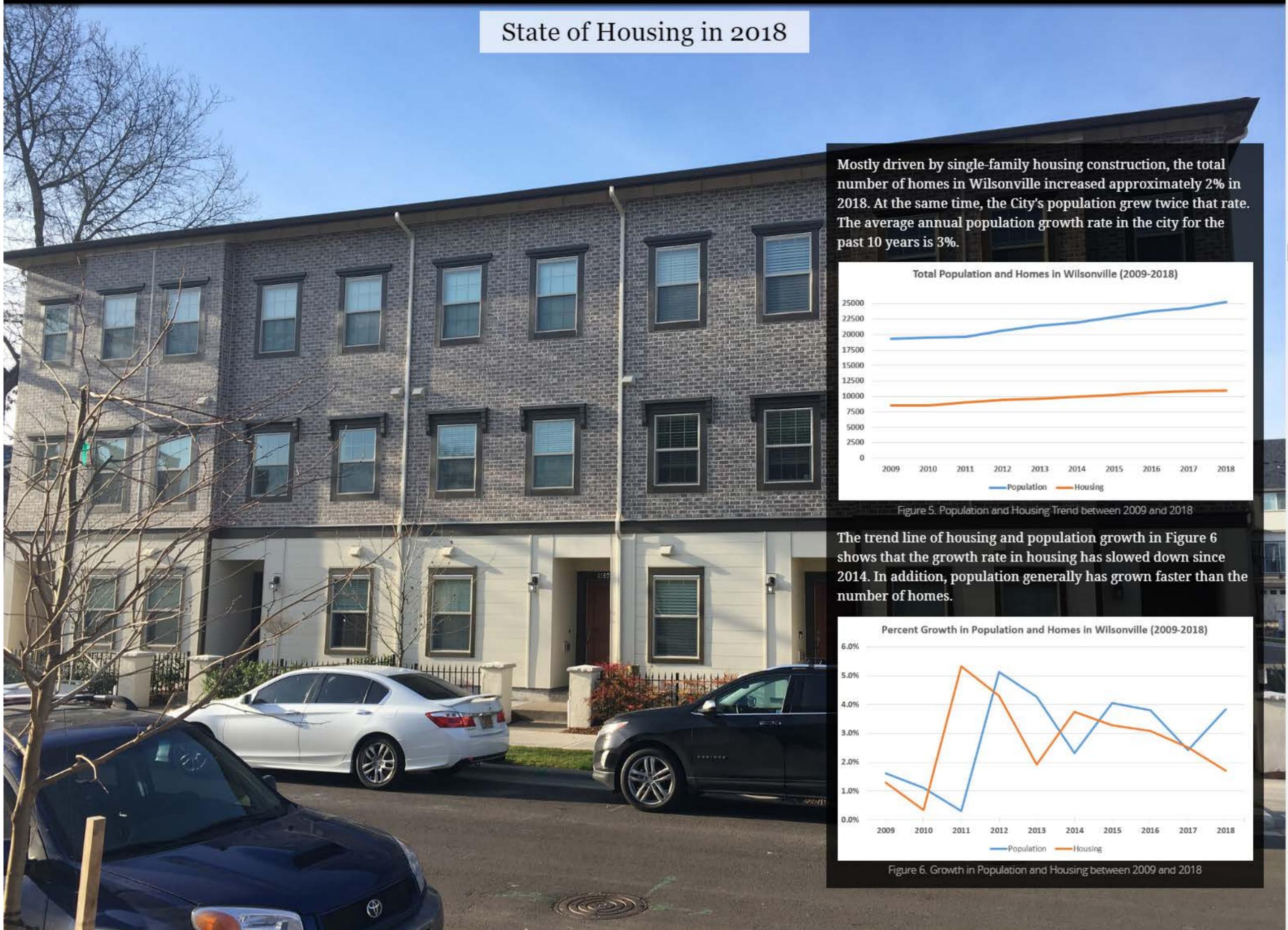
In 2016 and 2017, the City of Wilsonville permitted only single-family housing. In 2018, the City added more multi-family homes, maintaining housing diversity in the city.



Figure 4. Homes Permitted for Construction in Wilsonville between 2014 and 2018



State of Housing in 2018



Mostly driven by single-family housing construction, the total number of homes in Wilsonville increased approximately 2% in 2018. At the same time, the City's population grew twice that rate. The average annual population growth rate in the city for the past 10 years is 3%.

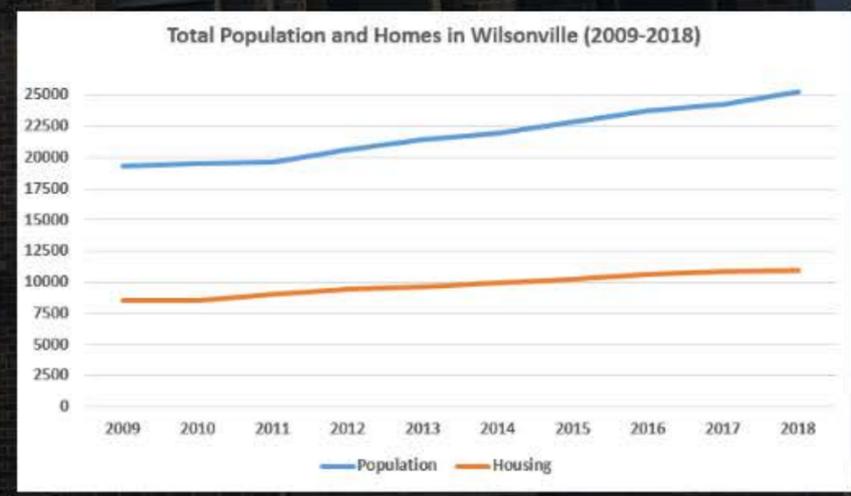


Figure 5. Population and Housing Trend between 2009 and 2018

The trend line of housing and population growth in Figure 6 shows that the growth rate in housing has slowed down since 2014. In addition, population generally has grown faster than the number of homes.

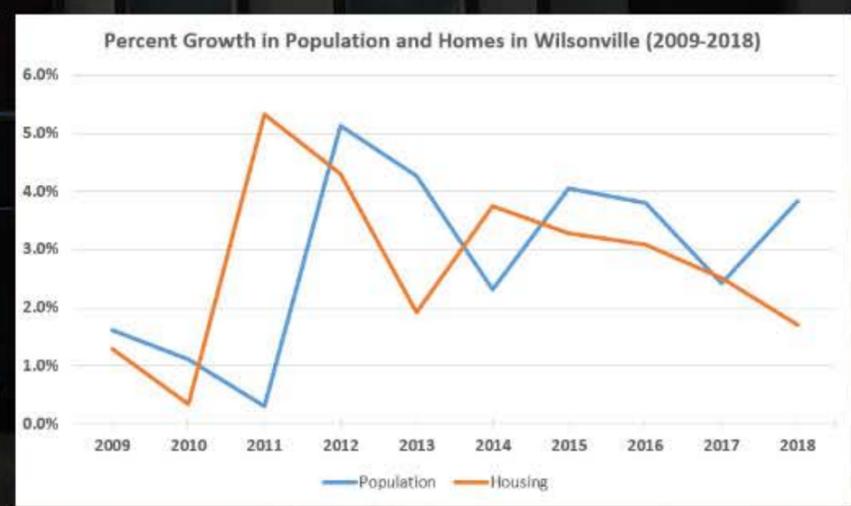


Figure 6. Growth in Population and Housing between 2009 and 2018



“We are proud of serving the community’s housing needs. Every year we permit and inspect the construction of new homes to ensure that families can find safe and livable homes in Wilsonville as the city continues to grow”. - Dan Carlson, Building Official

2018 Wilsonville Annual Housing Report

A Story Map

Neighborhood Development Profiles

Neighborhood Profiles

Click on each neighborhood to see a summary of the characteristics of residential development in 2018. Use the zoom buttons at the lower right corner to zoom in and out.

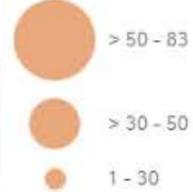
Legend

Neighborhood Boundaries

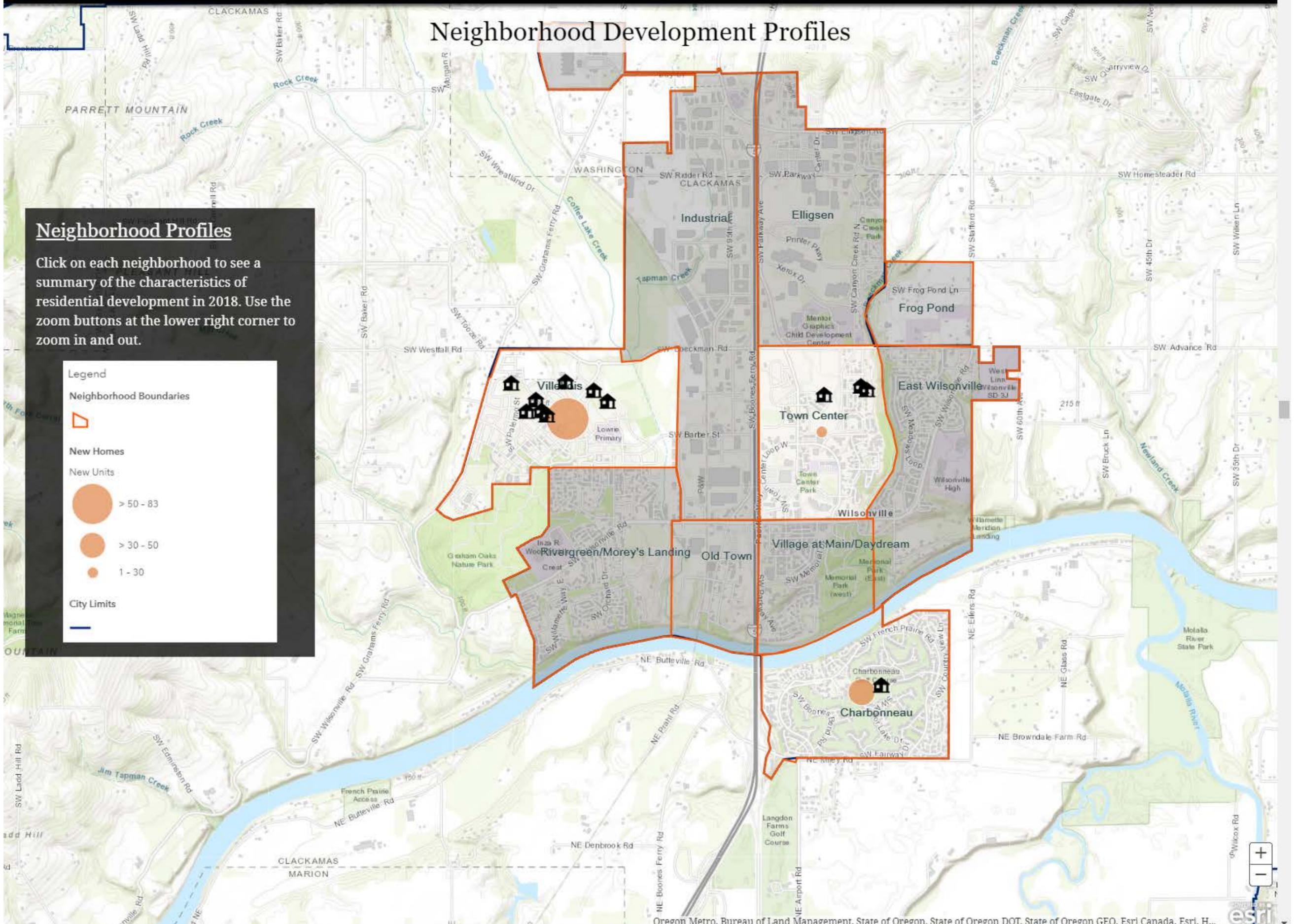


New Homes

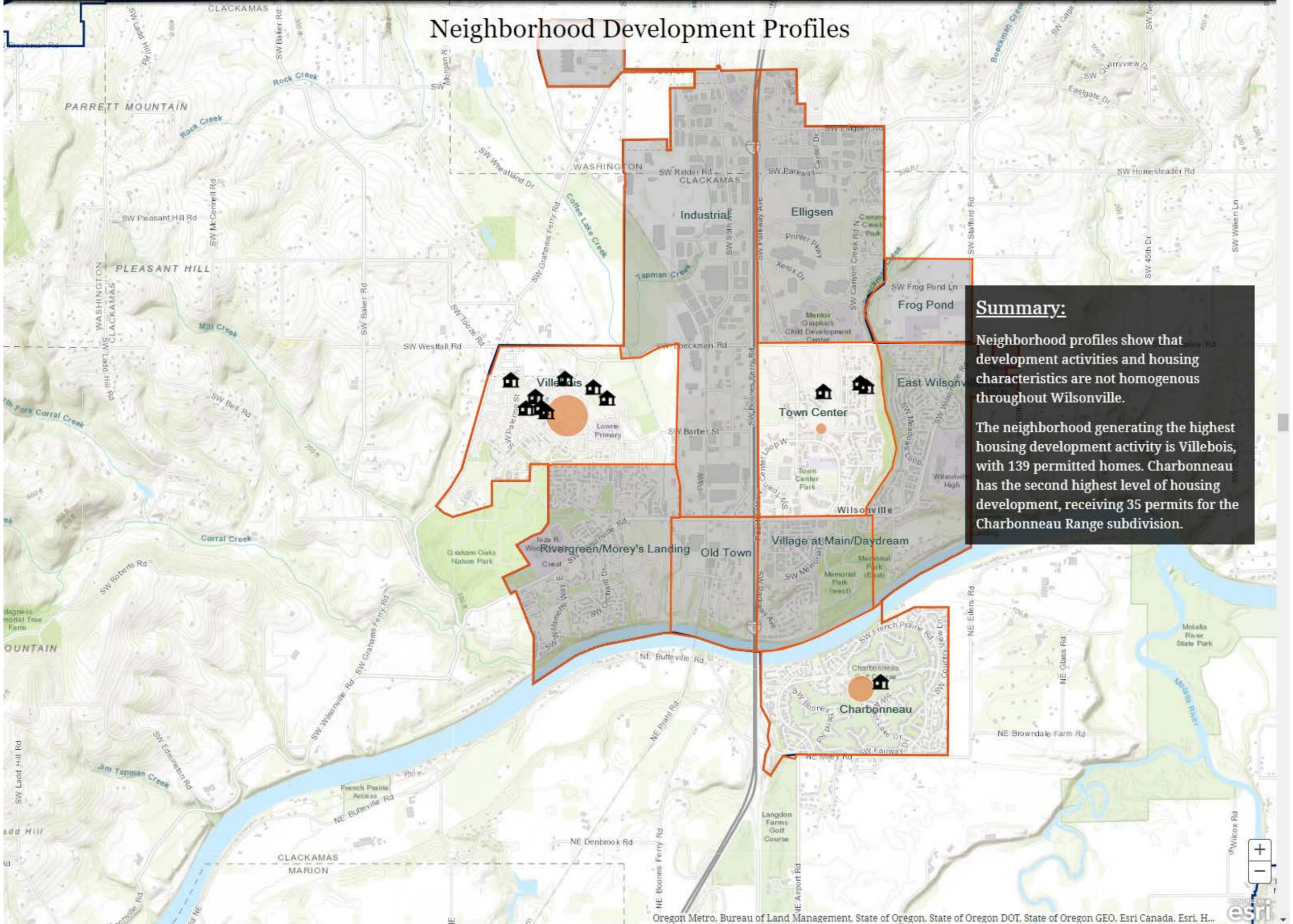
New Units



City Limits



Neighborhood Development Profiles



Summary:
 Neighborhood profiles show that development activities and housing characteristics are not homogenous throughout Wilsonville.
 The neighborhood generating the highest housing development activity is Villebois, with 139 permitted homes. Charbonneau has the second highest level of housing development, receiving 35 permits for the Charbonneau Range subdivision.



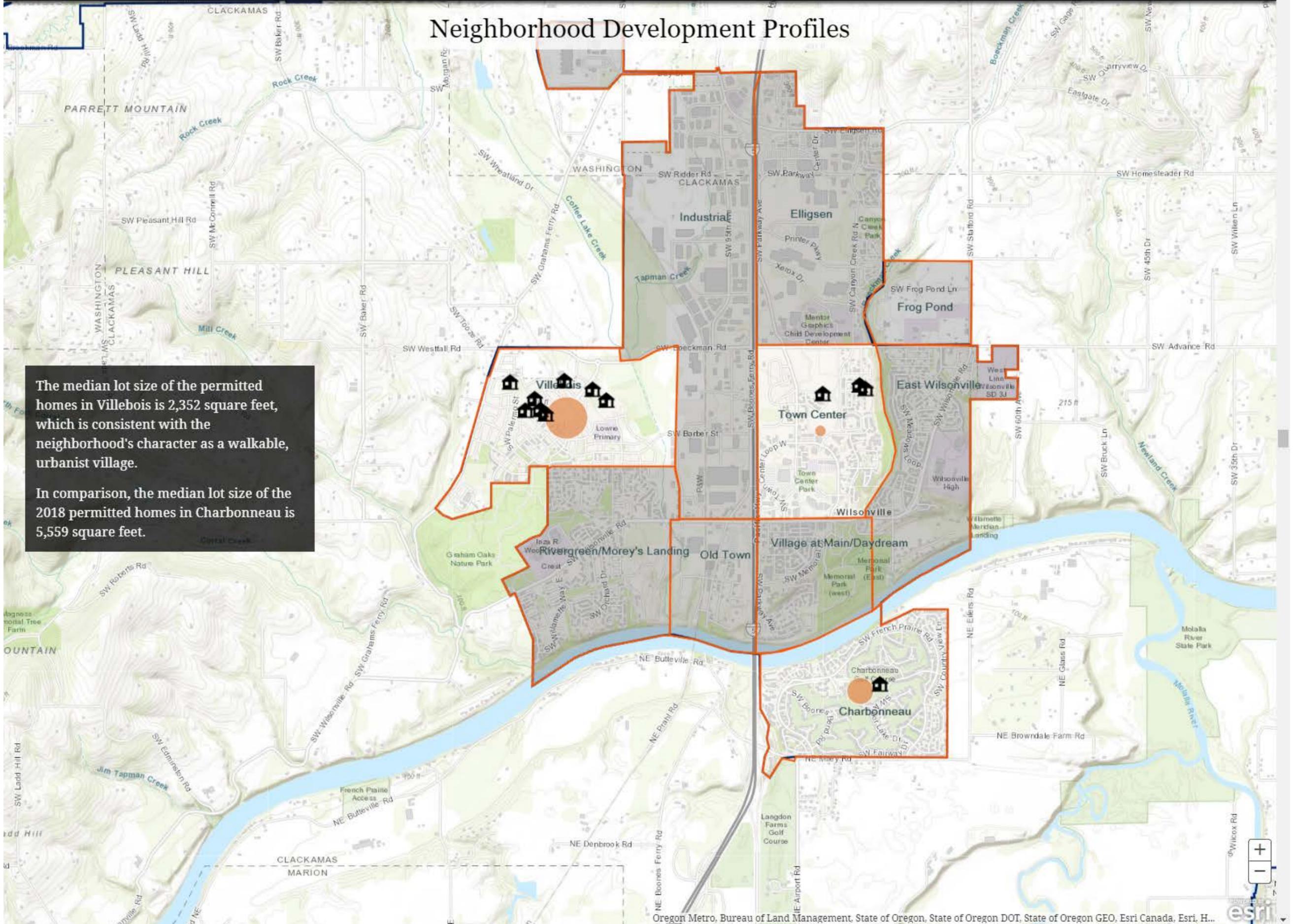
2018 Wilsonville Annual Housing Report

A Story Map

Neighborhood Development Profiles

The median lot size of the permitted homes in Villebois is 2,352 square feet, which is consistent with the neighborhood's character as a walkable, urbanist village.

In comparison, the median lot size of the 2018 permitted homes in Charbonneau is 5,559 square feet.



2018 Wilsonville Annual Housing Report

A Story Map

Permits Issued in 2018

Summary:

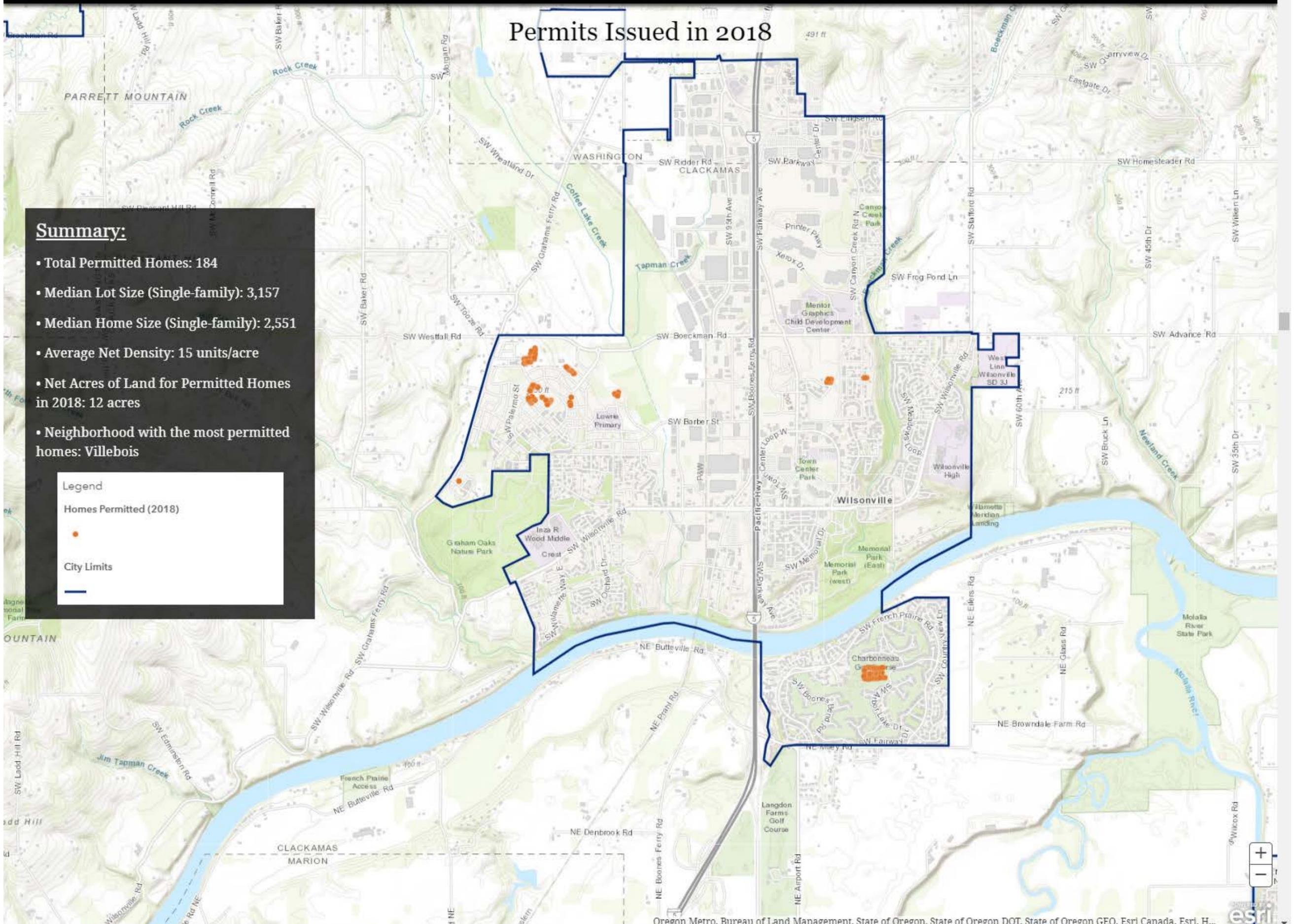
- Total Permitted Homes: 184
- Median Lot Size (Single-family): 3,157
- Median Home Size (Single-family): 2,551
- Average Net Density: 15 units/acre
- Net Acres of Land for Permitted Homes in 2018: 12 acres
- Neighborhood with the most permitted homes: Villebois

Legend

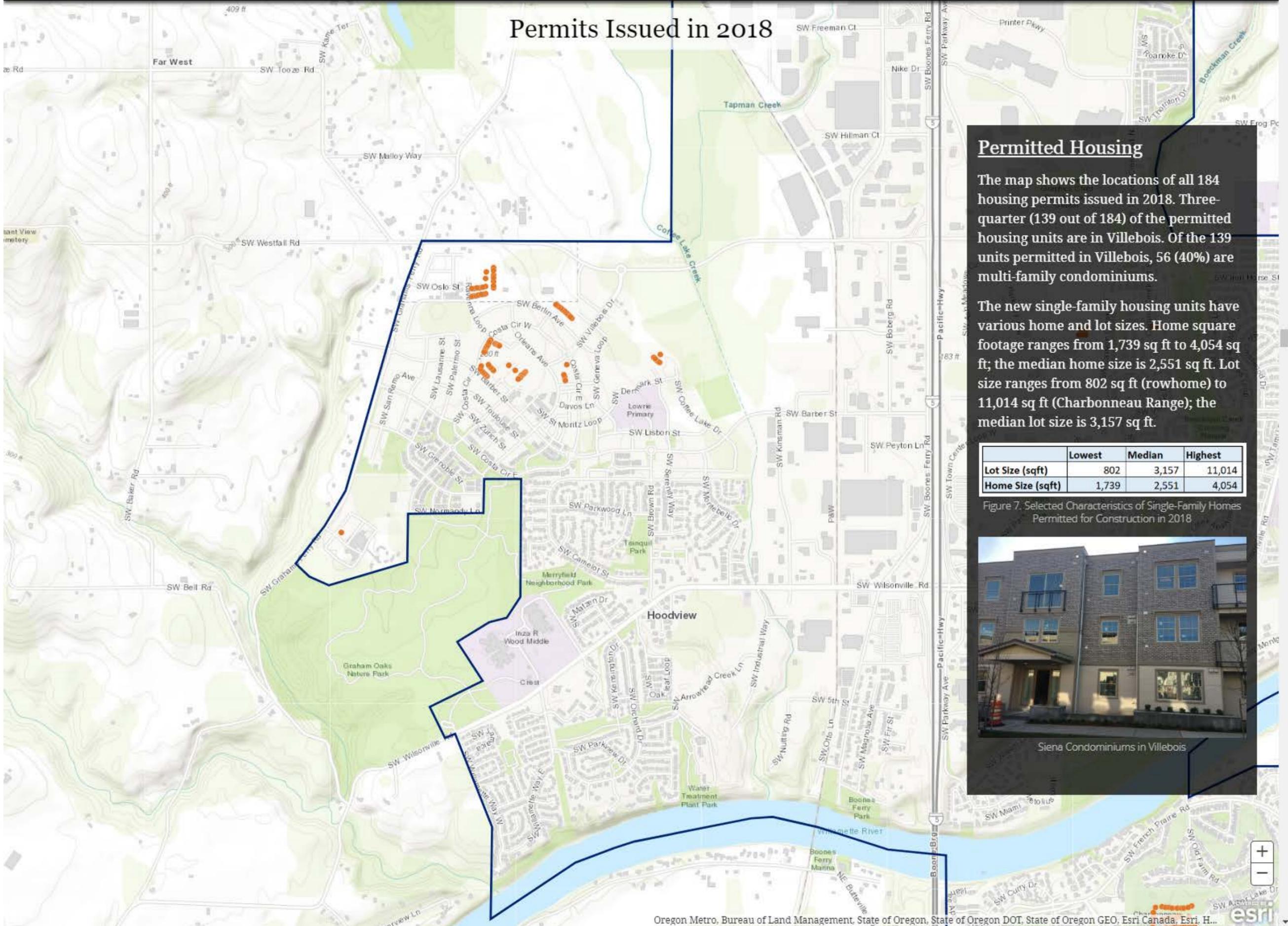
Homes Permitted (2018)



City Limits



Permits Issued in 2018



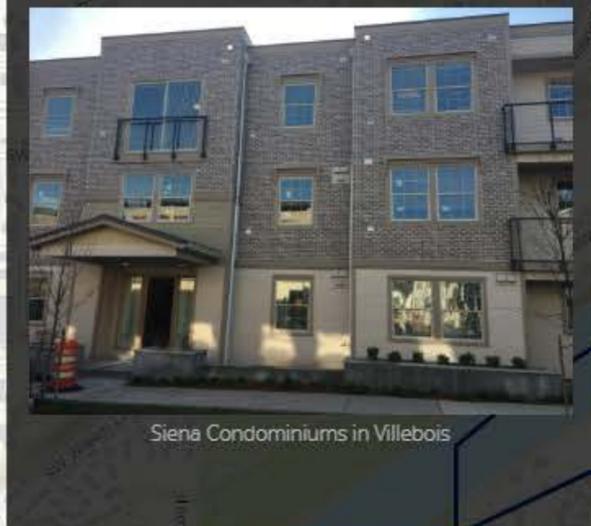
Permitted Housing

The map shows the locations of all 184 housing permits issued in 2018. Three-quarter (139 out of 184) of the permitted housing units are in Villebois. Of the 139 units permitted in Villebois, 56 (40%) are multi-family condominiums.

The new single-family housing units have various home and lot sizes. Home square footage ranges from 1,739 sq ft to 4,054 sq ft; the median home size is 2,551 sq ft. Lot size ranges from 802 sq ft (rowhome) to 11,014 sq ft (Charbonneau Range); the median lot size is 3,157 sq ft.

	Lowest	Median	Highest
Lot Size (sqft)	802	3,157	11,014
Home Size (sqft)	1,739	2,551	4,054

Figure 7. Selected Characteristics of Single-Family Homes Permitted for Construction in 2018

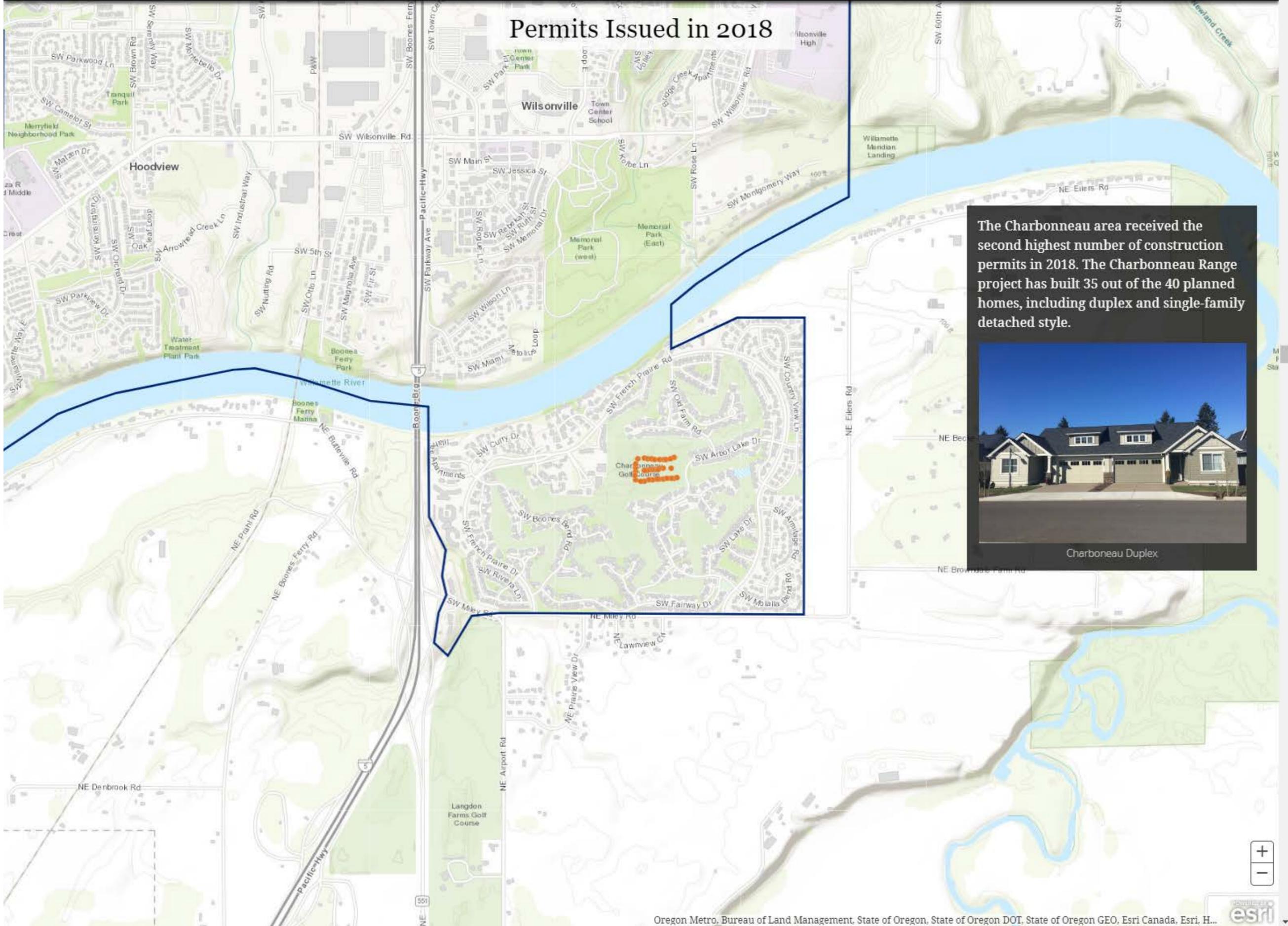


Siena Condominiums in Villebois

2018 Wilsonville Annual Housing Report

A Story Map

Permits Issued in 2018



The Charboneau area received the second highest number of construction permits in 2018. The Charboneau Range project has built 35 out of the 40 planned homes, including duplex and single-family detached style.



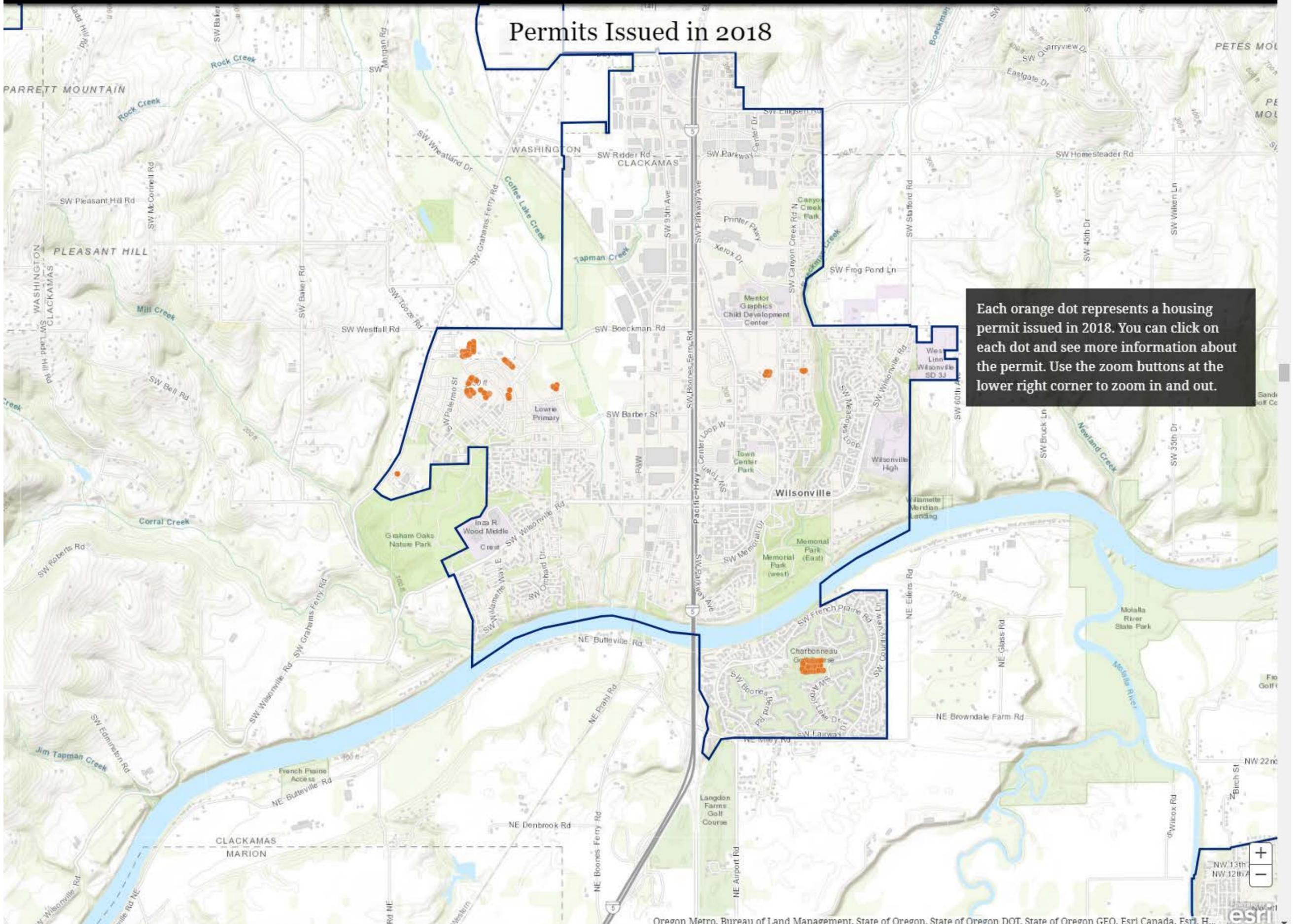
Charboneau Duplex

2018 Wilsonville Annual Housing Report

A Story Map

Permits Issued in 2018

Each orange dot represents a housing permit issued in 2018. You can click on each dot and see more information about the permit. Use the zoom buttons at the lower right corner to zoom in and out.



2018 Wilsonville Annual Housing Report

A Story Map

Housing Permitted for Construction 2014-2018

This map shows all permitted homes between 2014 - 2018. Click on the dots for more information about the permits.

Legend

Permitted Homes (2018)



Permitted Homes (2017)



Permitted Homes (2016)



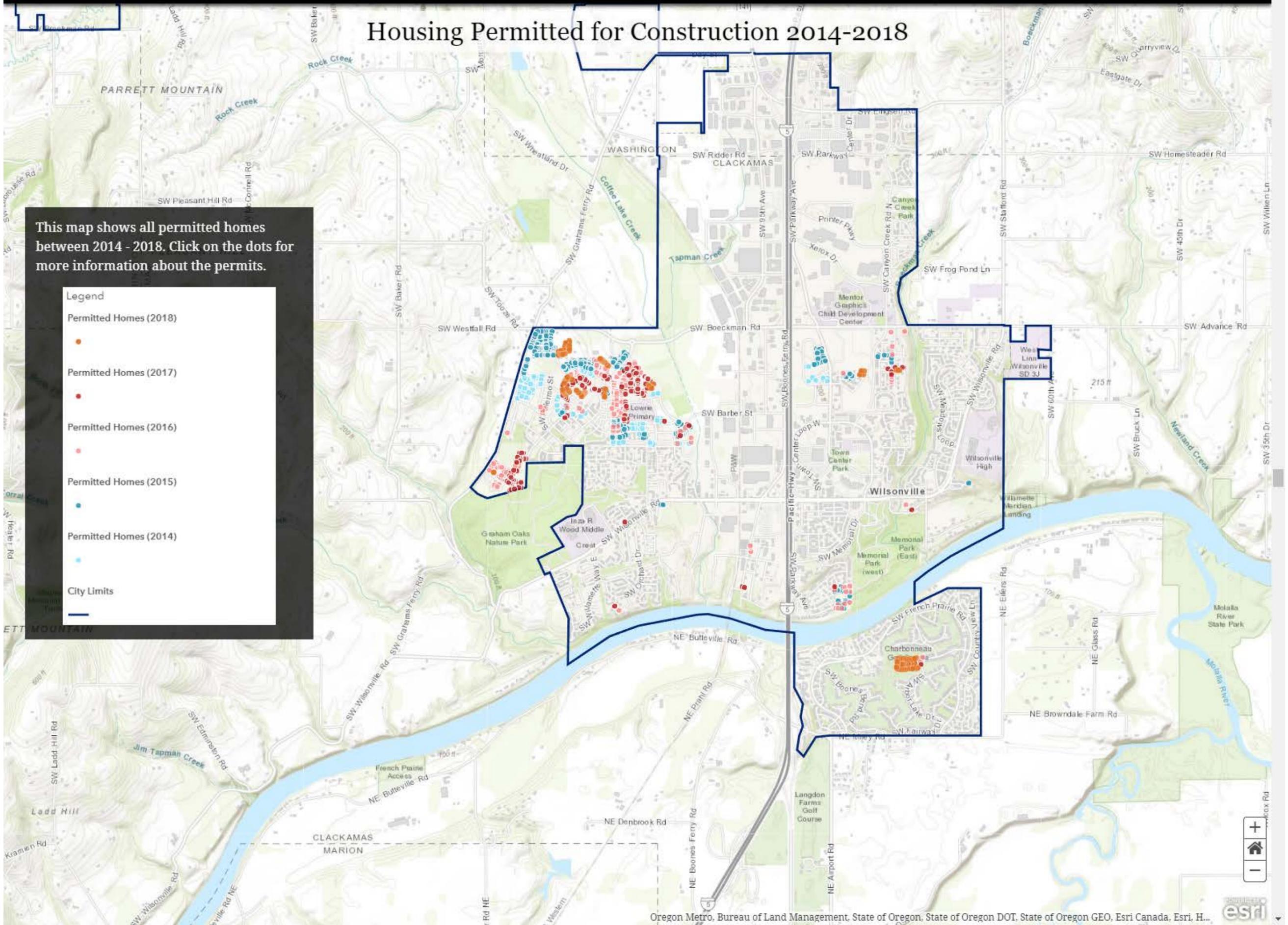
Permitted Homes (2015)



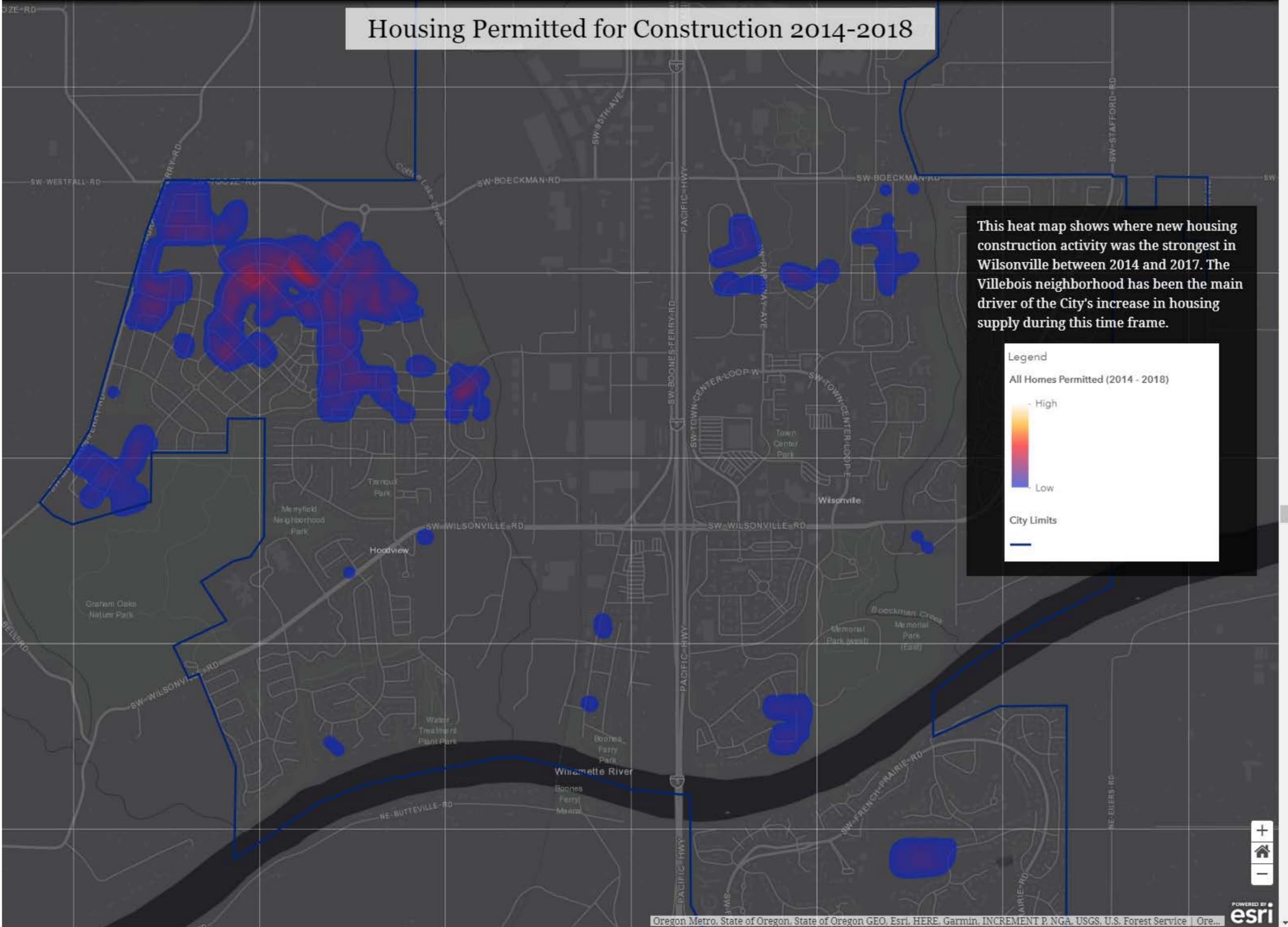
Permitted Homes (2014)



City Limits



Housing Permitted for Construction 2014-2018



This heat map shows where new housing construction activity was the strongest in Wilsonville between 2014 and 2017. The Villebois neighborhood has been the main driver of the City's increase in housing supply during this time frame.

Legend

All Homes Permitted (2014 - 2018)

- High

- Low

City Limits

2018 Wilsonville Annual Housing Report

A Story Map

Residential Plans Approved in 2018

Future Homes in the Pipeline:

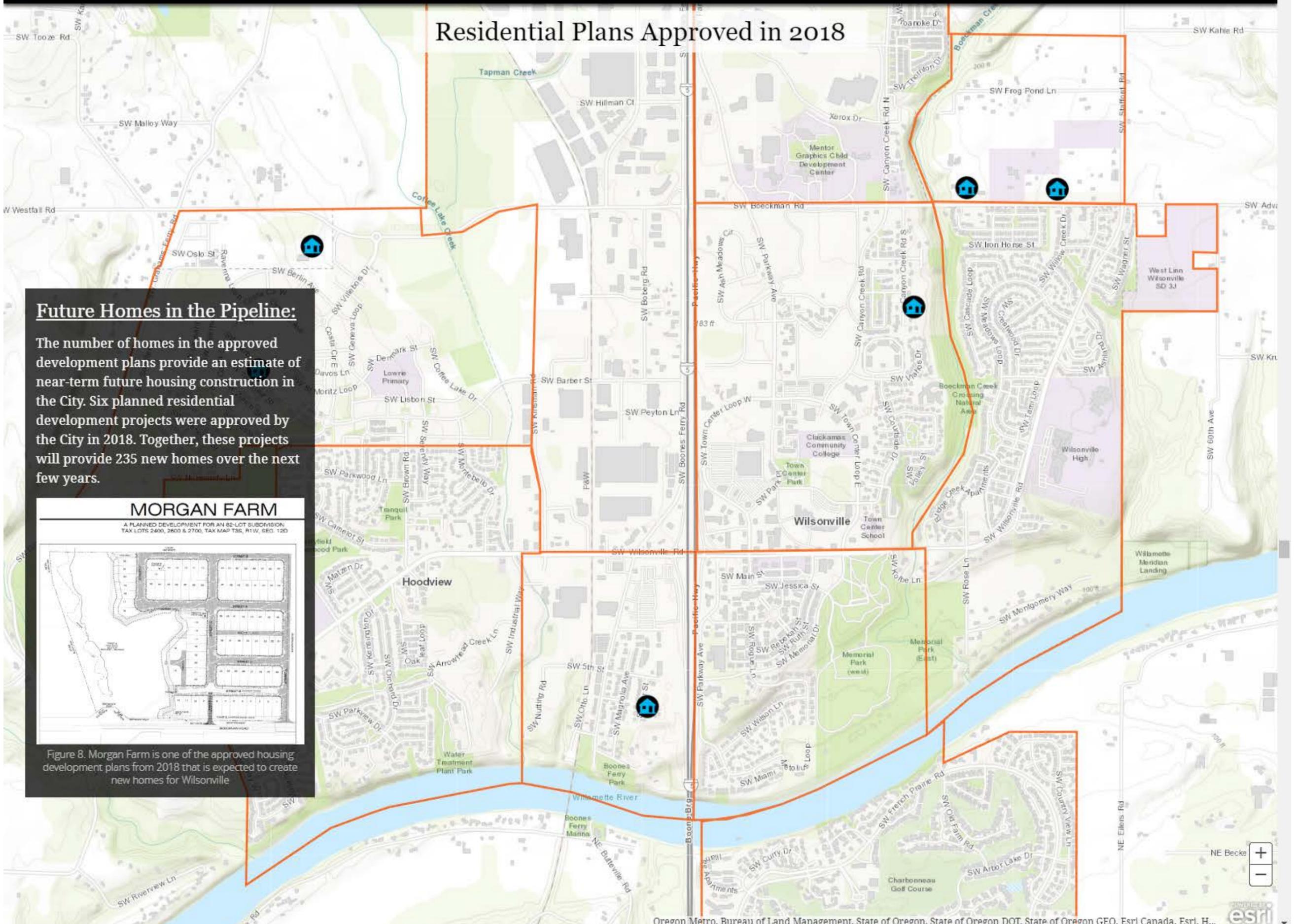
The number of homes in the approved development plans provide an estimate of near-term future housing construction in the City. Six planned residential development projects were approved by the City in 2018. Together, these projects will provide 235 new homes over the next few years.

MORGAN FARM

A PLANNED DEVELOPMENT FOR AN 82-LOT SUBDIVISION
TAX LOTS 2400, 2600 & 2700, TAX MAP T36, R1W, SEC. 12D



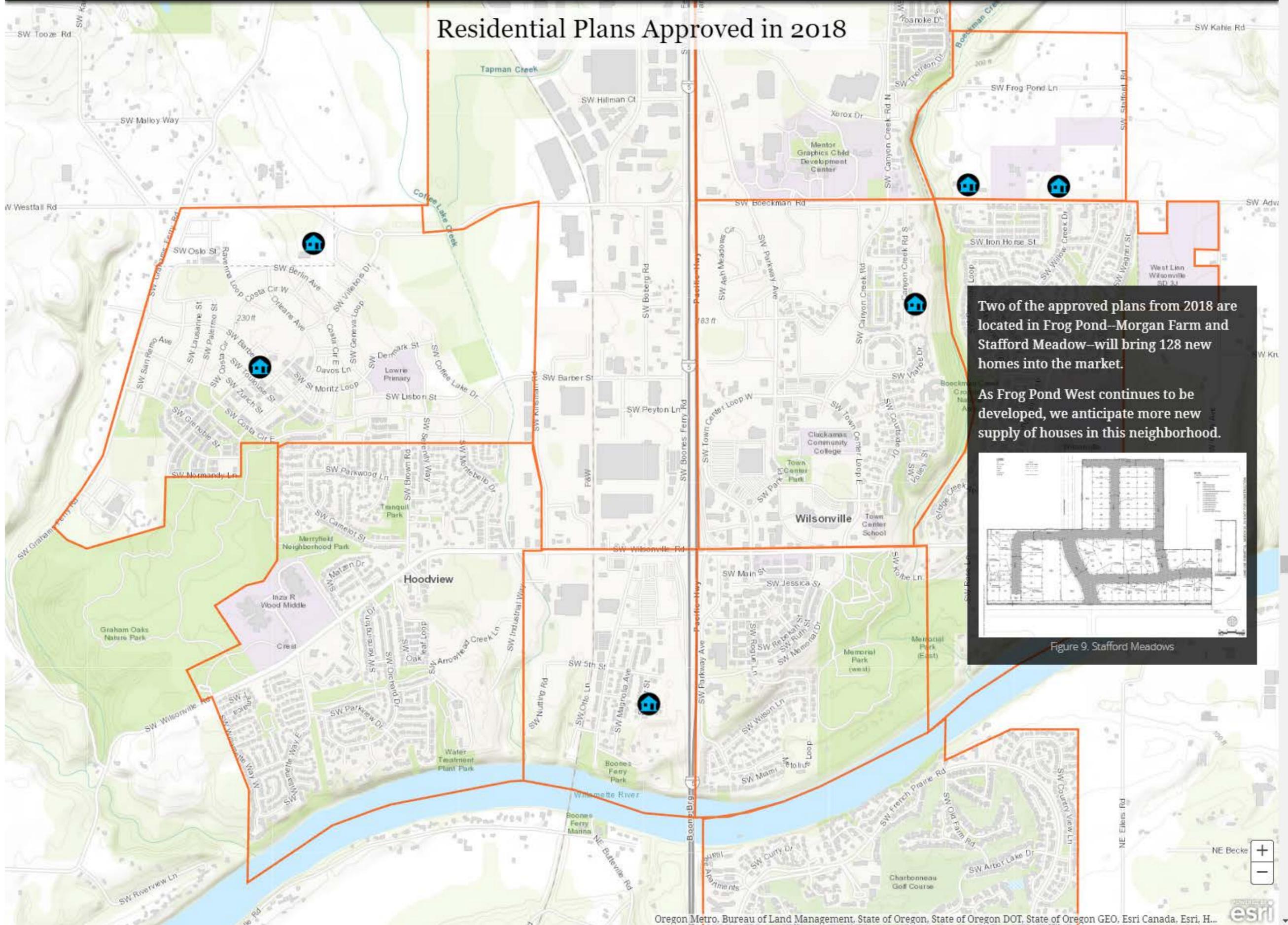
Figure 8. Morgan Farm is one of the approved housing development plans from 2018 that is expected to create new homes for Wilsonville



2018 Wilsonville Annual Housing Report

A Story Map

Residential Plans Approved in 2018



Two of the approved plans from 2018 are located in Frog Pond–Morgan Farm and Stafford Meadow–will bring 128 new homes into the market.

As Frog Pond West continues to be developed, we anticipate more new supply of houses in this neighborhood.



Figure 9. Stafford Meadows

2018 Wilsonville Annual Housing Report

A Story Map

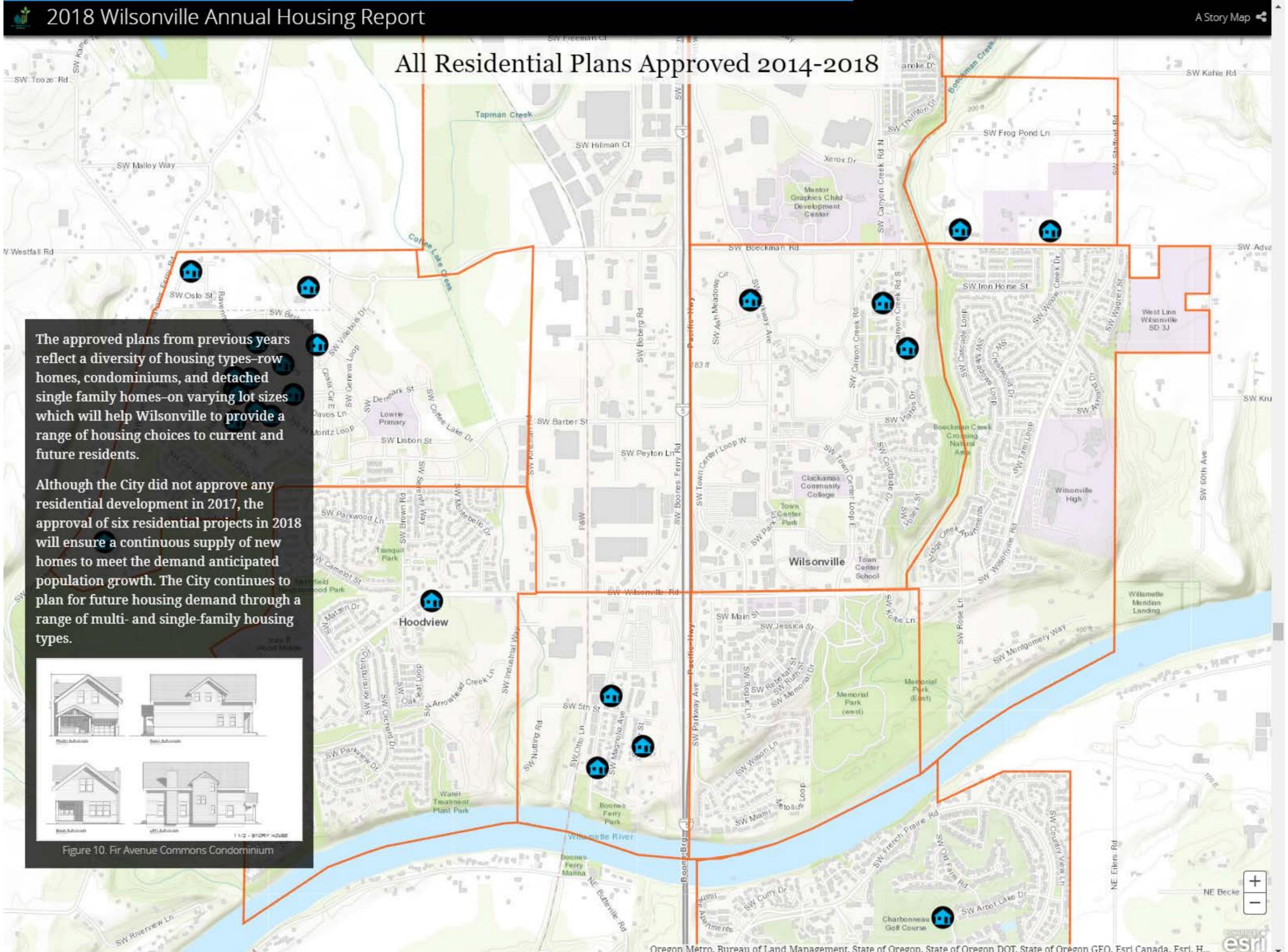
All Residential Plans Approved 2014-2018

The approved plans from previous years reflect a diversity of housing types—row homes, condominiums, and detached single family homes—on varying lot sizes which will help Wilsonville to provide a range of housing choices to current and future residents.

Although the City did not approve any residential development in 2017, the approval of six residential projects in 2018 will ensure a continuous supply of new homes to meet the demand anticipated population growth. The City continues to plan for future housing demand through a range of multi- and single-family housing types.



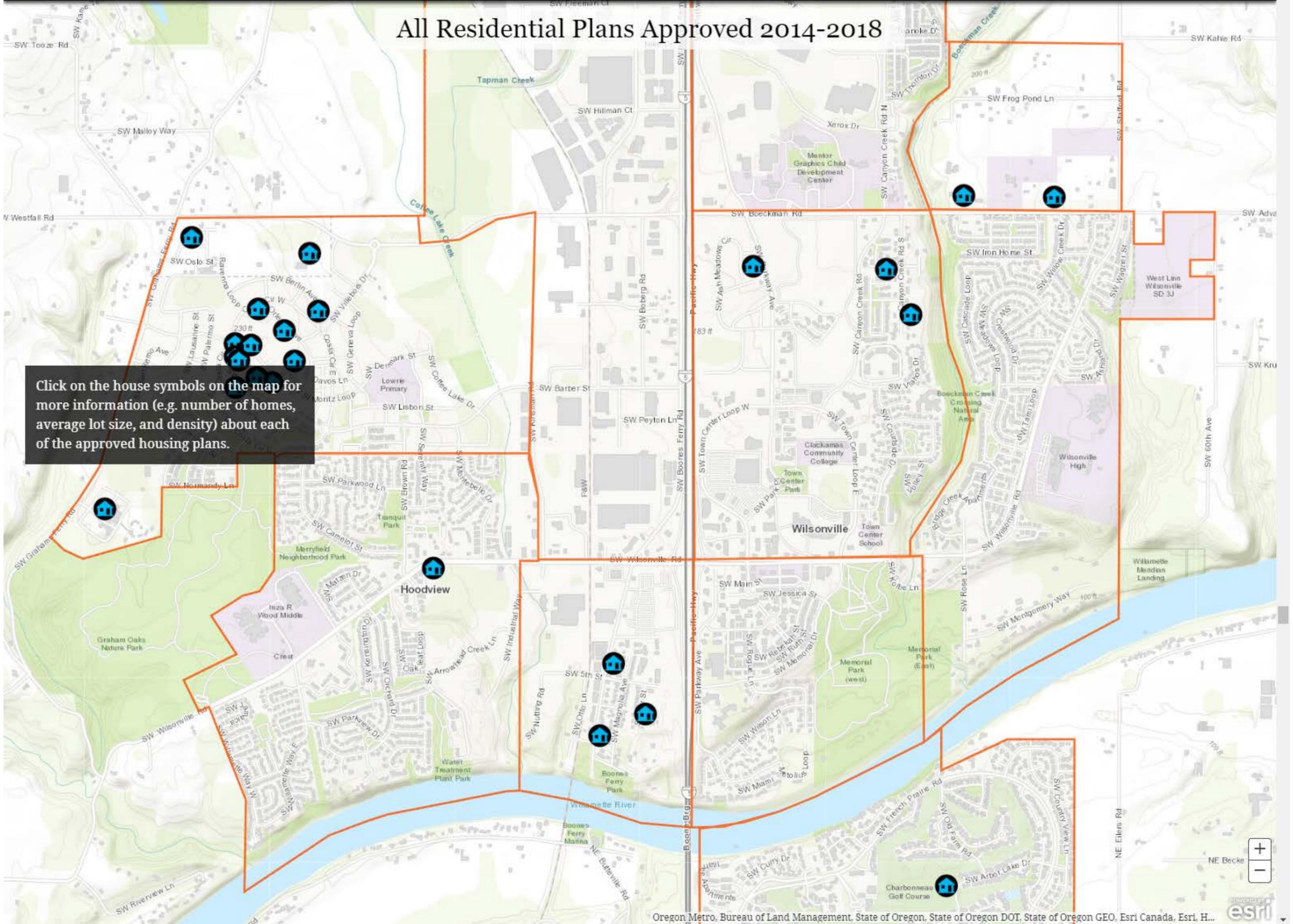
Figure 10. Fir Avenue Commons Condominium



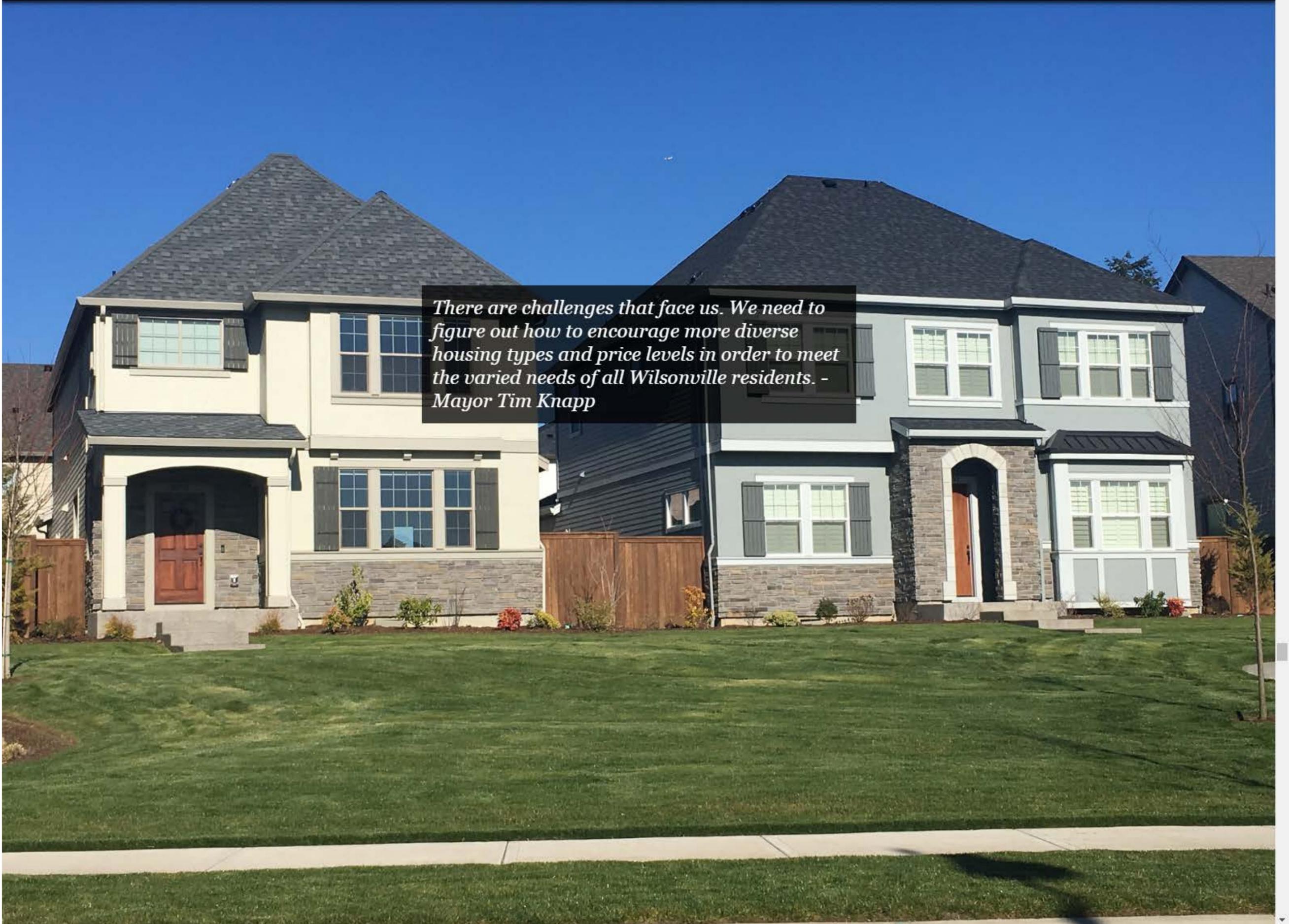
2018 Wilsonville Annual Housing Report

A Story Map

All Residential Plans Approved 2014-2018



Click on the house symbols on the map for more information (e.g. number of homes, average lot size, and density) about each of the approved housing plans.



There are challenges that face us. We need to figure out how to encourage more diverse housing types and price levels in order to meet the varied needs of all Wilsonville residents. - Mayor Tim Knapp

Affordability and Growth Trends

The Cost of Owning a Home

The median sale price of a home in Wilsonville in 2018 was about \$446,700; this is a 3% increase from the previous year. However, for a household earning the area median income*, the affordable home price cannot be higher than \$335,000 if we assume a 20% down payment, 4.33% interest rate, 30-year term, and paying no more than 30% of a household's monthly income on mortgages. As a result, the average home in Wilsonville costs 31% more than what an average household can reasonably afford.



Figure 11. Median Home Sale Price and Affordable Home Sale Price

*The most recent data on median household income from the American Community Survey is from the 2013-2017 5-year estimate. Median household income in 2018 is not yet available.



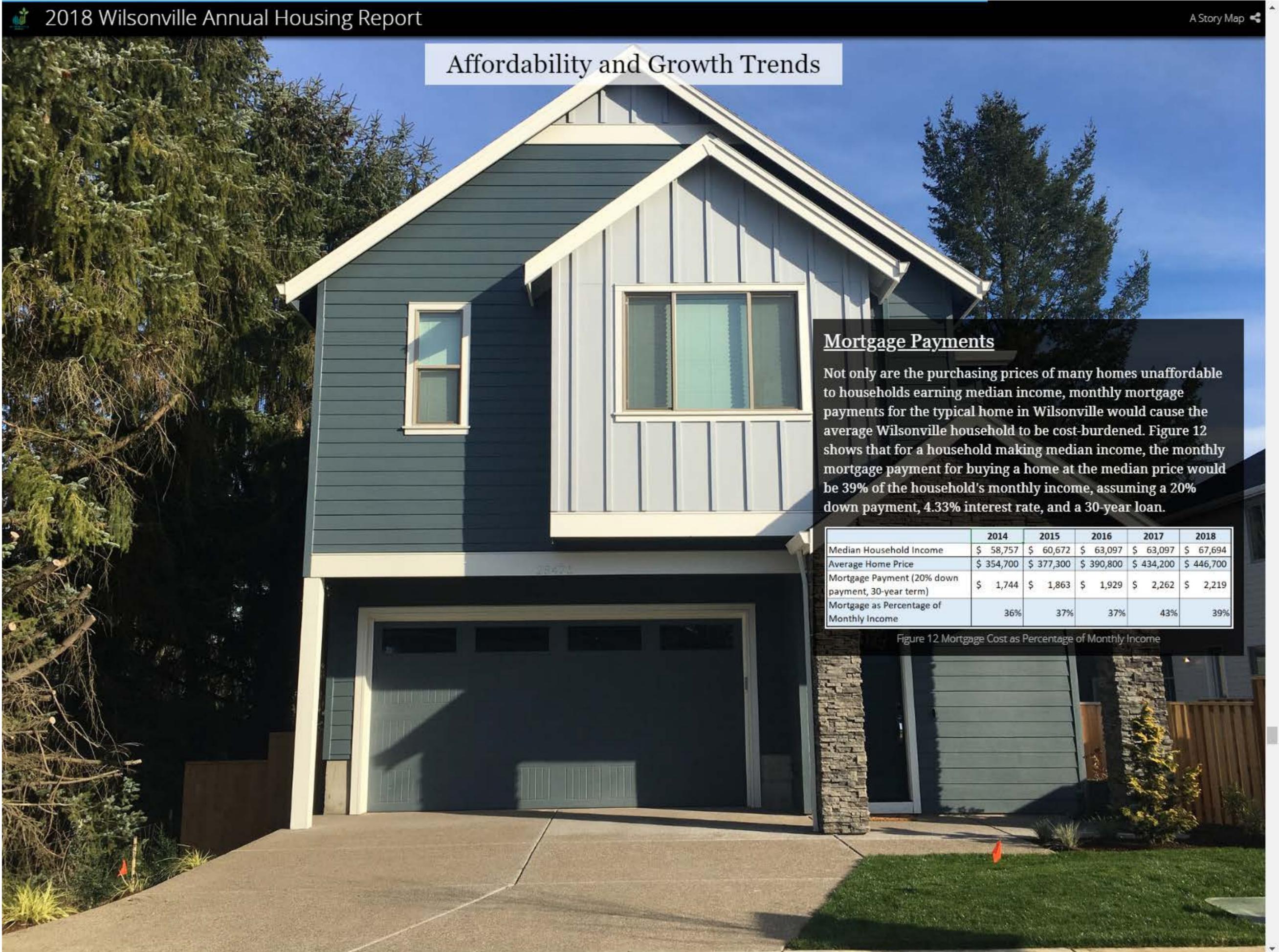
Affordability and Growth Trends

Mortgage Payments

Not only are the purchasing prices of many homes unaffordable to households earning median income, monthly mortgage payments for the typical home in Wilsonville would cause the average Wilsonville household to be cost-burdened. Figure 12 shows that for a household making median income, the monthly mortgage payment for buying a home at the median price would be 39% of the household's monthly income, assuming a 20% down payment, 4.33% interest rate, and a 30-year loan.

	2014	2015	2016	2017	2018
Median Household Income	\$ 58,757	\$ 60,672	\$ 63,097	\$ 63,097	\$ 67,694
Average Home Price	\$ 354,700	\$ 377,300	\$ 390,800	\$ 434,200	\$ 446,700
Mortgage Payment (20% down payment, 30-year term)	\$ 1,744	\$ 1,863	\$ 1,929	\$ 2,262	\$ 2,219
Mortgage as Percentage of Monthly Income	36%	37%	37%	43%	39%

Figure 12 Mortgage Cost as Percentage of Monthly Income



Affordability and Growth Trends

The affordability gap between the market price and the affordable price of a home are influenced by two major factors: (1) growth in home value; and (2) growth in household income.

Figure 13 shows that until 2018, home values in Wilsonville have appreciated at a faster pace than median household income in the past three years. While increasing home equity is beneficial for homeowners, the rising cost of homes and the relative slow growth in income make purchasing a home a challenge for first-time homebuyers.



Figure 13. Growth in Median Home Price vs Median Household Income



Affordability and Growth Trends



The implication of rising median income is nuanced as well. The rise in median income can be attributed to two main causes: (1) Wilsonville residents are earning more money and (2) higher income households replace lower income households due to rising housing costs. Without conducting an in-depth and statistically rigorous study, we cannot know for sure whether Wilsonville residents are catching up with housing costs or the less wealthy residents are being displaced economically.

Affordability and Growth Trends

The Cost of Renting a Home

The median rent price in 2018 was \$2,337 for all housing types and \$1,612 for only multi-family units. Compare to the cost of renting in 2017, median rent price increased 4% for all homes and 2% for only multi-family homes.

	2014	2015	2016	2017	2018
Median Rent (All Homes)	\$ 1,854	\$ 2,027	\$ 2,270	\$ 2,251	\$ 2,337
Median Rent (Multi-Family Only)	\$ 1,354	\$ 1,435	\$ 1,607	\$ 1,575	\$ 1,612

Figure 14. Median Rent Price in Wilsonville

When we look at rental affordability, it is important we look at the median household income for renter households, separate from that of all households in the City.

	2014	2015	2016	2017	2018
Median Income (All Households)	\$56,430	\$58,757	\$ 60,672	\$ 63,097	\$ 67,694
Median Income (Homeowners)	\$95,327	\$97,683	\$107,612	\$105,036	\$107,455
Median Income (Renters)	\$41,144	\$45,533	\$ 46,131	\$ 50,406	\$ 52,229

Figure 15. Median Household Income in Wilsonville

The median income of renters is 23% lower than the median income of all households in Wilsonville. The average renter households earn \$52,229 a year, which means any rental unit that costs more than \$1,306 a month is considered unaffordable to them. The current median rent price for multi-family housing is 23% higher than what is affordable to the typical renters in Wilsonville. Given this information, the typical renter households are cost-burdened by housing expenses.



Affordability and Growth Trends

As shown in Figure 16, the average renter household in Wilsonville is rent-burdened. Median rent for multi-family housing exceeds what renters can reasonably afford and the cost to rent all homes is even more out of reach to the average renters.

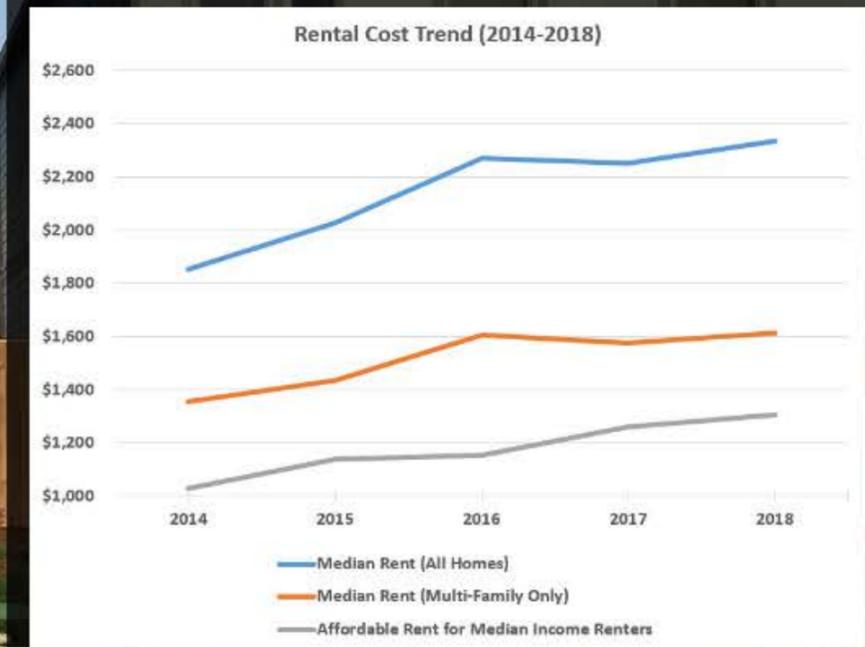


Figure 16. Comparison Between Median Rent and Affordable Rent



Affordability and Growth Trends

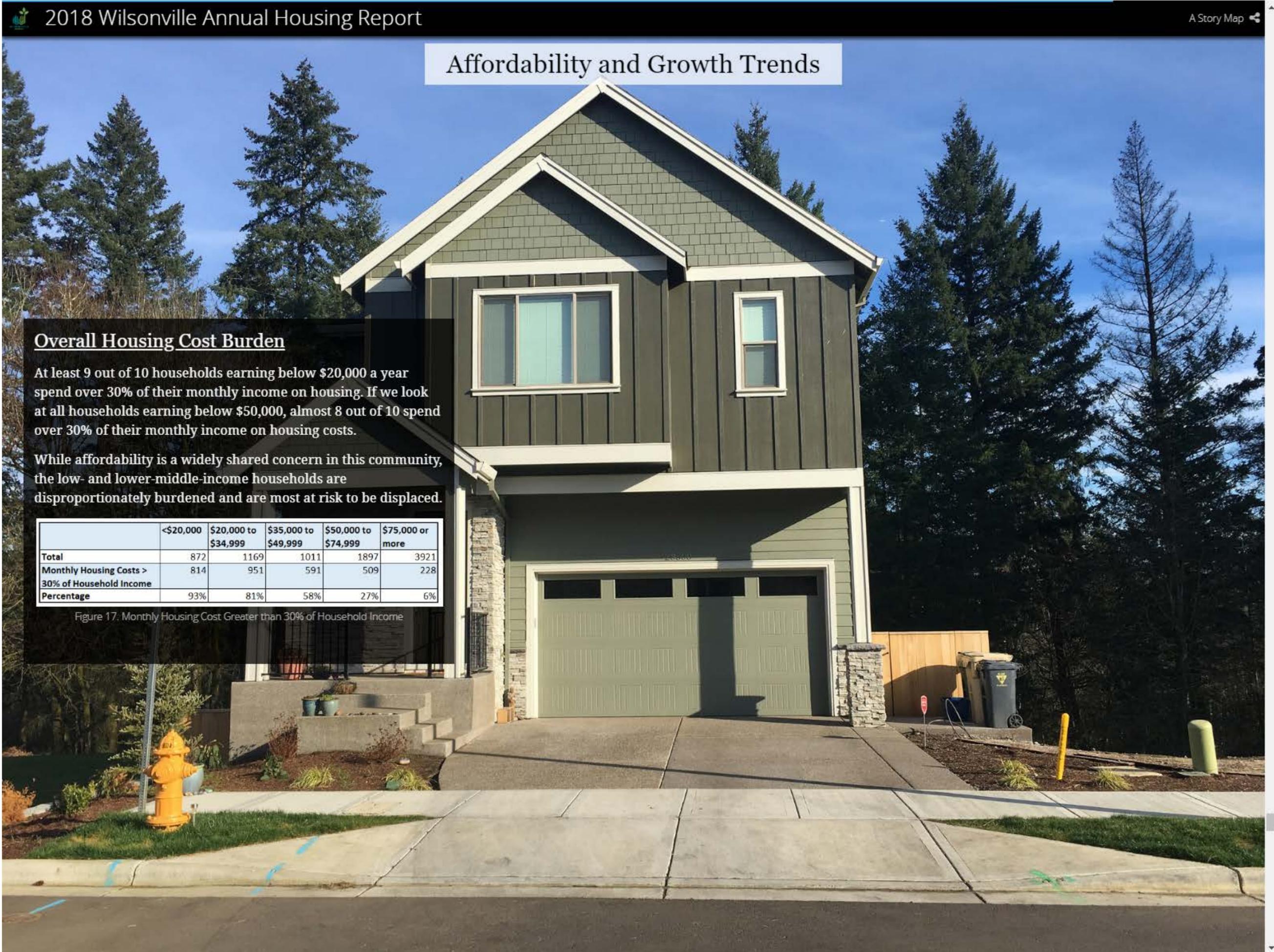
Overall Housing Cost Burden

At least 9 out of 10 households earning below \$20,000 a year spend over 30% of their monthly income on housing. If we look at all households earning below \$50,000, almost 8 out of 10 spend over 30% of their monthly income on housing costs.

While affordability is a widely shared concern in this community, the low- and lower-middle-income households are disproportionately burdened and are most at risk to be displaced.

	<\$20,000	\$20,000 to \$34,999	\$35,000 to \$49,999	\$50,000 to \$74,999	\$75,000 or more
Total	872	1169	1011	1897	3921
Monthly Housing Costs > 30% of Household Income	814	951	591	509	228
Percentage	93%	81%	58%	27%	6%

Figure 17. Monthly Housing Cost Greater than 30% of Household Income



Affordability and Growth Trends

Besides measuring whether homes in Wilsonville are reasonably affordable to residents based on income, understanding the extent to which the City's housing stock is meeting the needs of various different individuals and families is equally important. Using data from the American Community Survey 5-year Estimates, we can compare the share of households of different sizes with the share of homes with different numbers of bedrooms.

Household Size	2014	2015	2016	2017
1-person household	33%	30%	29%	30%
2-person household	35%	39%	40%	38%
3-person household	13%	13%	13%	13%
4-or-more person household	19%	18%	18%	19%
Total	100%	100%	100%	100%

Figure 18. Percent of Total Households Based on Household Size

Number of Bedrooms (All Housing Types)	2014	2015	2016	2017
1 or 0 Bedroom	16%	16%	18%	18%
2 Bedrooms	39%	38%	37%	36%
3 Bedrooms	31%	32%	32%	30%
4 or More Bedrooms	13%	14%	14%	16%
Total	100%	100%	100%	100%

Figure 19. Percent of Total Occupied Homes Based on the Number of Bedrooms

As Figure 18 and 19 show, the share of 1-person households exceeds the share of 1 or 0 bedroom homes by a large degree. The reverse relationship is between the share of 3-person households and the share of 3-bedroom units.



Looking Forward

The City of Wilsonville continues to experience remarkable growth, keeping it among the fastest growing cities in the Portlanti metropolitan area. Annual growth in housing has kept up with the pace of population growth in the City.

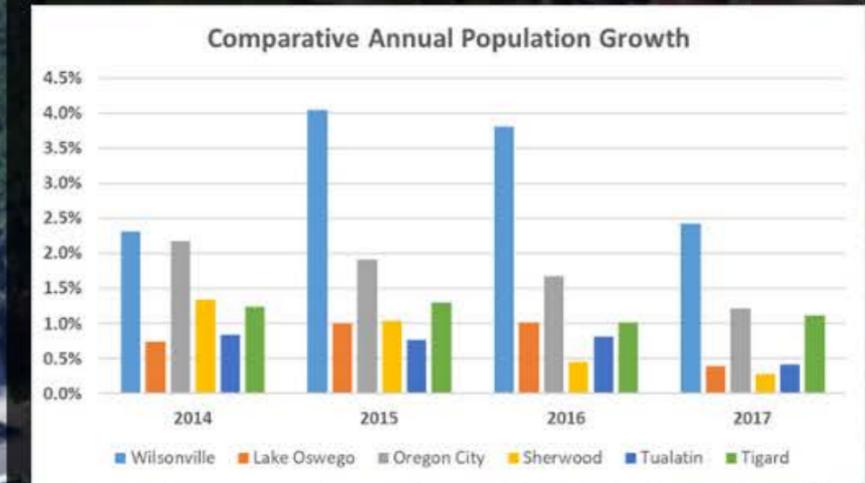


Figure 20. Annual Population Growth in Wilsonville and Surrounding Communities

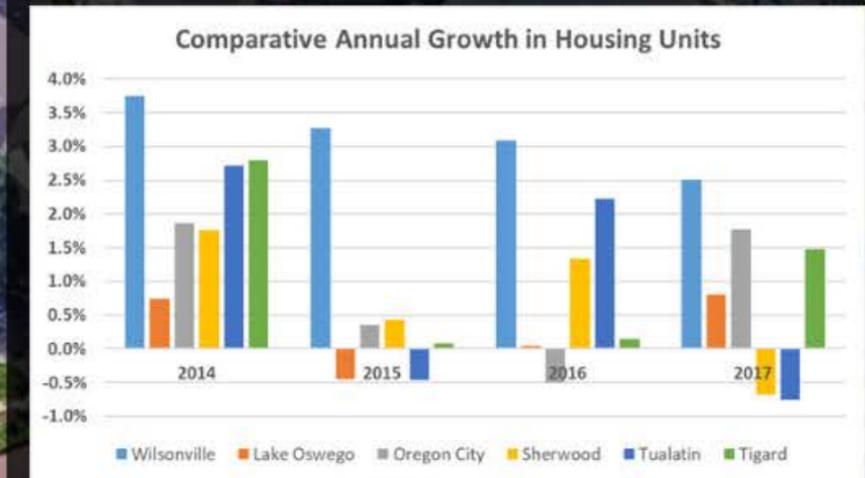


Figure 21. Annual Housing Growth in Wilsonville and Surrounding Communities



Looking Forward

Metro forecasts that Wilsonville will grow at a rate of 1.8% per year for the 2014-2034 period.

Within the past five years alone Wilsonville has seen an increase of 15% in population and 11% in housing units. Population and housing grew by 4% and 2%, respectively, in 2018.

Annual growth in housing has surpassed the regional forecast in household growth for 5 years in a row.

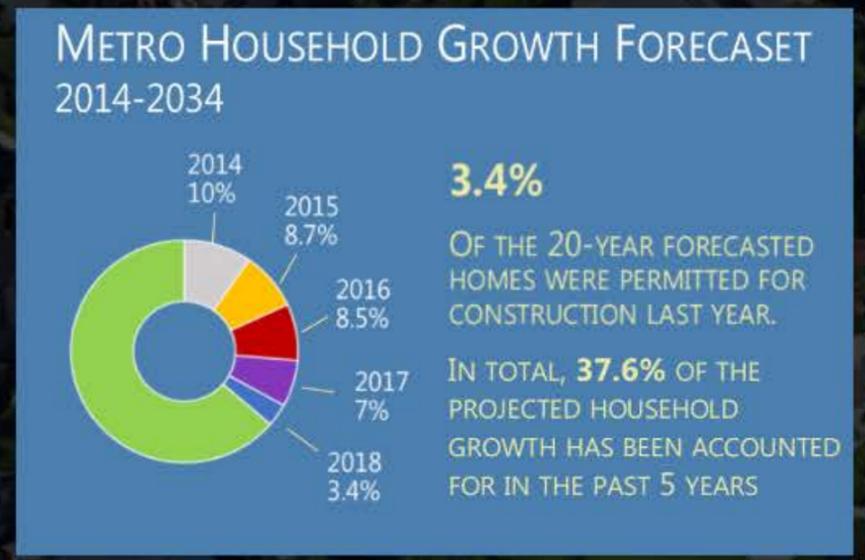
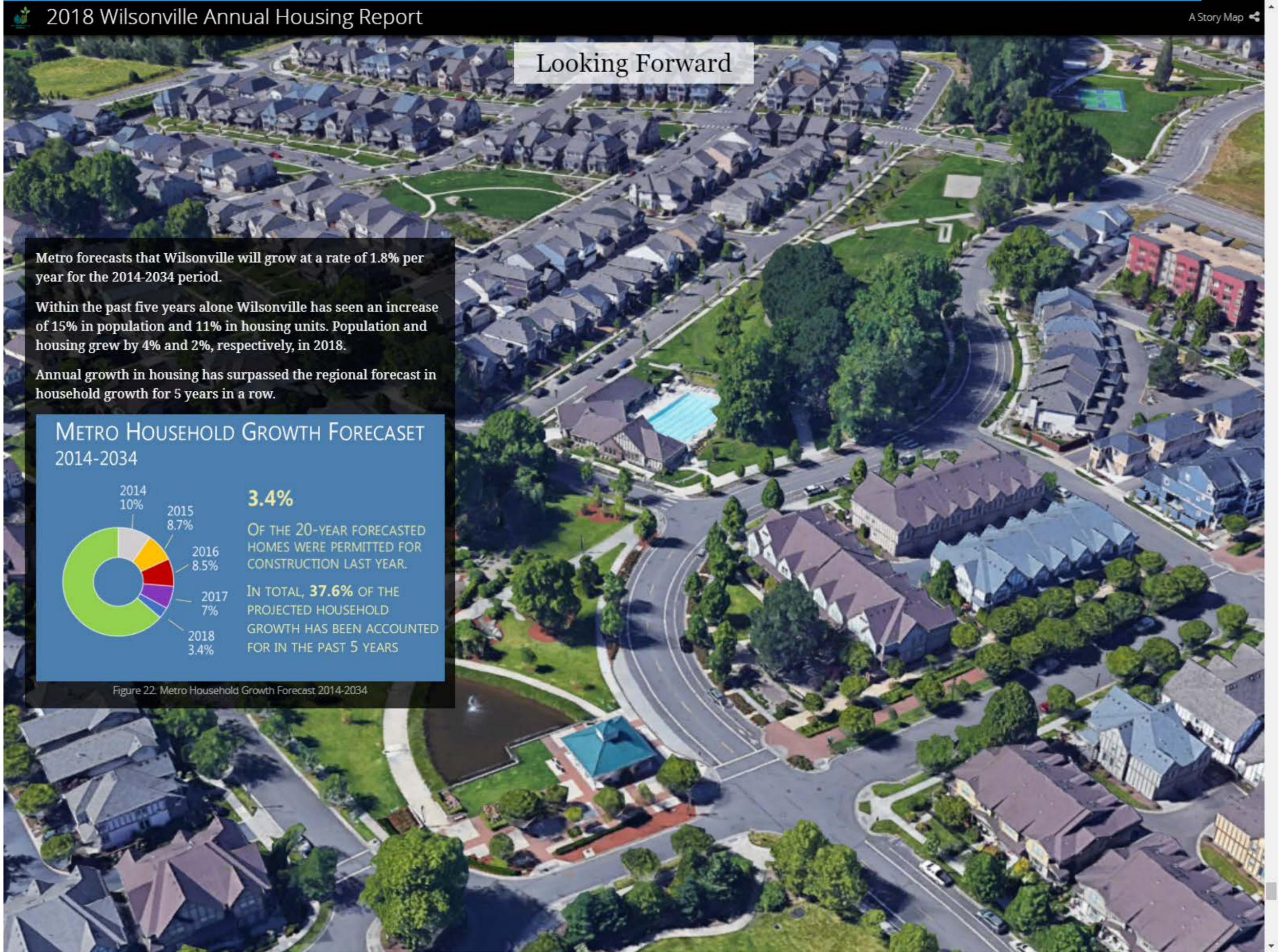


Figure 22. Metro Household Growth Forecast 2014-2034



Looking Forward

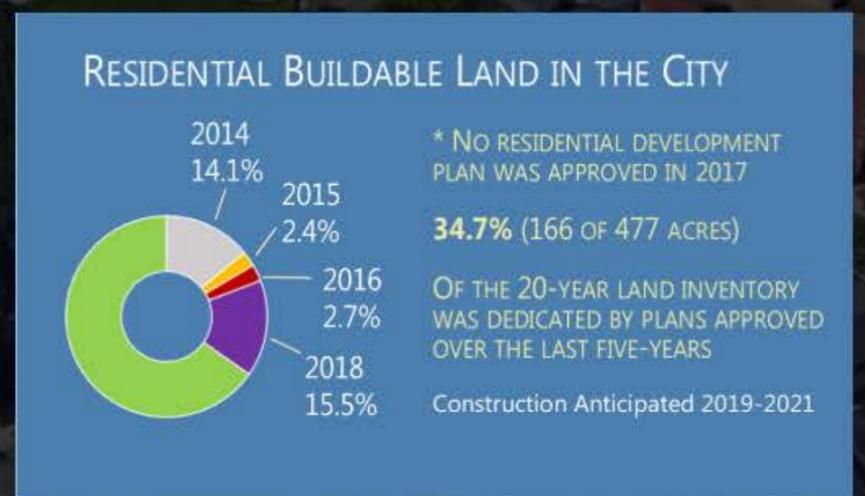


Figure 23. Between 2014-2018 Wilsonville has used over one-third of its total buildable land in the next 20 years.

With Villebois approaching build-out residential development has slowed in the past two years. The approval of the Clermont subdivision in Villebois in 2018 will wrap up residential development outside of the Village Center. Continuing the trend of diversity, Clermont will bring homes on small, medium, and large lots into the local housing market.

Looking Forward

Metro's Household Growth Forecast estimates an additional 3,749 households will live in Wilsonville by 2034. At the current household growth rate, Wilsonville will surpass Metro's regional growth projection. This means that the city will have more demand for housing as more families, students, workers, and jobs locate to Wilsonville.

Looking forward, the City will continue to provide a variety of housing options with new development in Frog Pond and infill in Town Center.

Looking Forward

How do we ensure that our community has enough affordable housing options that are attainable for new neighbors in the next 20 years? How do we keep both rental and owner-occupied housing affordable for existing residents to prevent displacement?

We hope this report will help our community start thinking about potential solutions to meet our housing needs. It will require more extensive policy and statistically rigorous analysis to accurately identify our most urgent housing challenges and provide solutions. The City is preparing to kick off an Equitable Housing Strategic Plan to recommend strategies and collect public input on how to address housing equity and affordability, and keep our community livable and accessible to all people at the same time.



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: June 3, 2019	Subject: Equitable Housing Strategic Plan Staff Member: Kimberly Rybold, AICP, Associate Planner Department: Community Development	
Action Required	Advisory Board/Commission Recommendation	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input type="checkbox"/> Resolution <input checked="" 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	
Comments: N/A		
Staff Recommendation: N/A		
Recommended Language for Motion: N/A		
Project / Issue Relates To:		
<input checked="" type="checkbox"/> Council Goals/Priorities: Housing Affordability Study and Policy Development	<input type="checkbox"/> Adopted Master Plan(s)	<input type="checkbox"/> Not Applicable

ISSUE BEFORE COUNCIL:

Provide input on the policy objectives and decision-making framework for the Equitable Housing Strategic Plan and appoint a City Council member to serve as Chair of the Equitable Housing Strategic Plan Task Force.

EXECUTIVE SUMMARY:

In 2016, City Council authorized staff to apply for a Metro Community Planning and Development Grant to develop an Equitable Housing Strategic Plan. The City was awarded this grant, and in 2017 the City entered into an Inter-Governmental Agreement (IGA) with Metro, outlining the major milestones, deliverables, and funding conditions for the project. Due to limited staff capacity, kickoff of this project was delayed by approximately one year, with the project consultant, ECONorthwest, selected in late 2018.

In March 2019, the City entered into a Professional Services Agreement (PSA) with ECONorthwest to support Community Development staff in developing the Strategic Plan. The primary goal of this project is to identify gaps that are currently present in Wilsonville's housing market and develop a plan with prioritized strategies to fill these gaps, providing Wilsonville residents and employees housing opportunities for different household compositions, ages, and income ranges. Initial deliverables will include a project scope of work based upon the requirements of the IGA (Attachment 1), a stakeholder engagement strategy, and a housing market research report that will build upon the findings of the Clackamas County Housing Needs Analysis project currently underway.

The project scope also identifies draft policy objectives and performance measures to be developed and incorporated into the Strategic Plan document. The project team is in the process of developing a first draft of policy objectives for City Council consideration, which will be presented at the work session. These draft policy objectives will build upon themes noted in the City's grant application, including expanded homeownership opportunities, decreased residential displacement, and an increased availability of housing types throughout Wilsonville. The project team seeks initial feedback from the City Council on these objectives, which will be refined throughout the project's early stages as additional stakeholder input is obtained.

A key element in developing strategies will be the Equitable Housing Strategic Plan Task Force, for which the City is currently soliciting participation. The composition of the task force will include approximately 15 members representing a diverse range of perspectives possessing skills and experience in affordable housing, services to underrepresented and underserved community members, housing development and construction, business and industry, representatives for prospective tenants, potential funders, and community-based organizations. Task force members are expected to meet three times over the next six to eight months to discuss the market analysis, hear experiences learned from stakeholder outreach, and provide input on potential strategies for inclusion in the strategic plan. The project team would also like a Planning Commissioner and a City Councilor to participate on the Task Force. At the June 12 meeting, staff will seek selection of a Planning Commissioner for consideration by the City Manager for appointment to the Task Force. Staff expects appointments to occur later this month in anticipation of the first task force meeting in July 2019.

In finalizing the stakeholder outreach plan, the project team wishes to confirm the roles of the City Council and Planning Commission in reviewing and prioritizing the strategies put forth by the Task Force for inclusion in the strategic plan. Draft project roles are included as Attachment 2. Given that the strategies generated through this process may encompass a variety of policies and programs, the project team recommends that the City Council be responsible for final prioritization of these strategies.

EXPECTED RESULTS:

Task Force membership will be identified in late June, and the first task force meeting will follow shortly thereafter (July).

TIMELINE:

The project team anticipates City Council involvement in discussion of policies and strategies as they are discussed by the Task Force in summer-fall 2019. City Council will discuss prioritization of the proposed policies in fall 2019, with a draft strategic plan expected for review in late fall. A final Equitable Housing Strategic Plan is anticipated to be completed in early 2020, with the City Council considering adoption in spring 2020.

CURRENT YEAR BUDGET IMPACTS:

The Professional Services Agreement has a budget of \$62,500 included within the CD Fund in the adopted budget, which is funded through a Metro Community Planning and Development grant with a \$10,000 City match. Staff estimates spending approximately \$10,000 of the costs during this budget year with the remainder spent during the next fiscal year

FINANCIAL REVIEW / COMMENT:

Reviewed by: CAR Date: 5/30/2019

FY 2019-20 Budget includes all anticipated grant revenues and expenses for professional services.

LEGAL REVIEW / COMMENT:

Reviewed by: BAJ Date: 5/30/2019

COMMUNITY INVOLVEMENT PROCESS:

There will be multiple opportunities to participate in the project, the details of which will be finalized in the forthcoming stakeholder engagement plan. Envisioned participation opportunities include an advisory task force, stakeholder interviews, and discussion groups, in addition to work sessions and public hearings before the Planning Commission and City Council. The project team seeks to provide meaningful stakeholder engagement and will work with stakeholders to make available fair and equitable opportunities to voice needs and opinions for the future of equitable housing development in Wilsonville.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

As a result of this project, the City will have a better understanding of the specific housing gaps that exist within Wilsonville, with a list of policy strategies for the City to pursue aimed at filling these gaps. Pursuit of these strategies will strive to make housing more affordable and attainable for City residents and employees, ensuring Wilsonville provides housing opportunity for different household compositions, ages, and income ranges.

ALTERNATIVES:

The City Council may recommend an alternative decision-making framework for the project, modify draft policy objectives, or opt not to appoint a City Council member to serve on the Equitable Housing Strategic Plan Task Force as chair.

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

1. ECONorthwest Scope of Services
2. Draft Project Roles



SCOPE OF SERVICES

Task 1: Kickoff and Market Research

1a. Project Kickoff Meeting

At the kickoff meeting, Consultant anticipates working with City staff to develop a work plan to fit the available budget, and to clarify:

- The Project schedule, including major milestones and sequencing of meetings for the task force, Planning Commission, and City Council.
- Task force composition.
- Project deliverables.

Deliverables:

- Updated Project schedule.
- Task force recruitment roster.

1b. Market Research

The next portion of this task will be to create a market research report that will provide the fact base to support the actions identified in the Strategic Plan. The Clackamas County Housing Needs Analysis research will heavily inform this report with updated housing market information, such as housing type and tenure, information about recent development, population and demographic trends, housing affordability information and trends, and housing sales price information. The County's work will also include updates to portions of the City's housing needs analysis (assessment of land availability and recommendations for addressing housing need).

Consultant will supplement the County's work with additional market research to explore and define disparities in access to housing opportunities, evaluate gaps in the rental market, understand development feasibility issues, explore geographic and transportation issues or physical access issues, and identify opportunities and barriers for developing a wider range of housing types in Wilsonville, such as small single-family housing types like cottage housing or "Missing Middle" types of attached housing.

Deliverables:

- Housing Market Research Outline.
- Housing Market Research Report.

Task 2: Draft Policy Objectives and Performance Measures

The purpose of the policy objectives and performance measures is to describe what success will look like and set expectations for how Wilsonville's residents might more equitably access housing as a result of implementing the plan in the short- and long-term.

These objectives and measures will be developed with input from stakeholders and will be incorporated into the Strategic Plan document. Consultant's budget for this task assumes one task force presentation, which will also cover the market research and draft policy objectives and performance measures.

Deliverables:

- Draft policy objectives and performance measures.
- One consistent set of presentation slides and materials to be used at the Task Force and Planning Commission work sessions with an abridged version to be presented at a City Council meeting. These materials will be developed to meet the needs of all three briefings.

Meetings:

- Task Force Meeting #1: Consultant presents market report; Task Force weighs in on policy options and prioritizes actions for research, and provides direction on the approach to the Housing Summit.
- Presentation to Planning Commission #1: Consultant presents initial market research findings; feedback from task force, and discuss policy options and priorities.
- Presentation to City Council #1: Consultant presents initial market research findings; feedback from task force and Planning Commission, and discuss policy options and priorities.

Task 3: Stakeholder Engagement and Housing Summit

The team will use the information gleaned from the stakeholder engagement to (1) develop a high-level framework that will guide the equitable housing strategy and (2) provide compelling stories and qualitative findings as part of the final plan. During this task, Consultant will work with the task force and City staff to:

- Define the stakeholder engagement strategy that accomplishes the City's goals for this Project and allows for development of the Equitable Housing Strategic Plan within the time and budget available.
- Determine the approach for the online or in-person Housing Summit, including purpose, topics, participants, schedule, desired outcomes, and consultant role. The

purpose of the summit will be to invite local community members, service providers, and others to discuss the array of available housing resources, hear lived experiences navigating the current housing market, and gain ideas about the best and most appropriate ways the City can act on equitable housing issues.

Deliverables:

- Draft stakeholder engagement strategy / approach for Housing Summit.
- Refined draft strategy / Summit plan with input from Task Force meeting #1.
- Summary of housing summit findings.

Meetings:

- Housing Summit or other alternative outreach strategy to be determined.
- Housing Summit debrief phone call with staff to discuss key themes and implications for Housing Strategy.

Task 4: Draft Equitable Housing Strategic Plan

The information from the research, engagement, and planning process will be compiled in a draft Equitable Housing Strategic Plan that identifies at least six implementation strategies to promote equitable housing in the Wilsonville Town Center, the Frog Pond planning areas, and throughout Wilsonville. These strategies could include adoption of new funding sources, adoption of regulatory reforms or development or expansion of programs that provide for affordable housing development, a wider range of housing types and opportunities, and legal or financial supports to homeowners and tenants to obtain and stay in housing.

The Plan will detail the next steps that staff will take to advance each strategy. For a small subset of the six strategies, the team will provide deeper analysis or program development support while providing high-level next steps to advance all of the strategies.

Meetings with the task force, City Council, and Planning Commission will be used to narrow or prioritize the range of possible strategies to those that will be included in the final Strategic Plan.

Deliverables:

- Draft Equitable Housing Strategic Plan with preliminary recommendations for City strategies and implementation actions.
- One consistent set of presentation slides and materials to be used at the Task Force and Planning Commission work sessions, with an abridged version to be presented at a City Council meeting. These materials will be developed to meet the needs of all three briefings.

Meetings:

- Task Force #2: Report Housing Summit results; review and discuss draft Plan; input on refinements for Plan strategies and actions.
- Planning Commission #2: Consultant presents Housing Summit results; review Draft Plan and Task Force feedback; receive input on needed refinements to the Plan.
- City Council #2: Consultant presents Housing Summit results; review Draft Plan and feedback from Planning Commission and Task Force; receive guidance on refinements to the Plan.

Task 5: Final Equitable Housing Strategic Plan and Adoption

Based on input from stakeholders, City staff, Task Force, Planning Commission, and Council, Consultant will refine and finalize the Strategic Plan into an implementable document. Consultant's budget assumes leading a presentation to the Council and the Planning Commission that can lead to adoption.

Deliverables:

- Final Wilsonville Equitable Housing Strategic Plan with recommendations for City strategies and implementation actions.

Meetings:

- Task Force #3: Review Final Plan and discuss immediate next steps and priority actions to begin implementation.
- Planning Commission #3: Consultant presents recommended Equitable Housing Strategic Plan and resolution to recommend adoption.
- City Council #3: Consultant presents recommended Equitable Housing Strategic Plan and resolution to adopt.

City of Wilsonville Equitable Housing Strategy

Stakeholder Engagement Strategy *Excerpt*

DRAFT 5.16.2019

DECISION-MAKING FRAMEWORK

Developing, coordinating, and integrating the various equitable housing strategy elements requires a decision-making process to address the spectrum of direct stakeholders. The City must also chart an efficient project plan, scaled to the level of impact that implementation of the Strategic Plan could have on the City as a whole. This engagement strategy has been crafted to meet the project's work schedule, possible implementation tools, and specific stakeholder interests and concerns. In addition to stakeholder feedback, the consultant team will obtain information from market research, existing policies and plans, project team and task force expertise, staff and partners who have roles in implementing policies, and technical analysis. Ultimately, the proposed implementation tools and programs will be presented to Planning Commission for their recommendations and City Council for their consideration of adoption.

ROLES AND RESPONSIBILITIES

Wilsonville City Council

The City Council commissioned the Equitable Housing Strategic Plan. Throughout the planning process, City Council will continue to provide leadership, project oversight, and policy direction. A summary of stakeholders' ideas, feedback, input, and opinions about the alternatives gathered through the involvement process will be disseminated to the Council for their deliberation. The City Council holds final decision-making authority to steer policy development and adopt the equitable housing strategy.

Planning Commission

Throughout development of Strategic Plan, the Planning Commission will be briefed on the process and progress and will provide guidance as to how well the alternative policies and programs address Comprehensive Plan policy (as applicable), respond to the Housing Needs Assessment, and otherwise integrate community planning needs into the implementation strategy. In their role as Wilsonville's Committee for Citizen Involvement, the Planning Commission will provide a venue through which stakeholder experiences and input can be shared. During the adoption process, the Planning Commission will be consulted on the draft Equitable Housing Strategic Plan and it is expected they will provide recommendations to City Council.

Equitable Housing Task Force

The Equitable Housing Task Force is charged with providing local knowledge, advice on how to incorporate equity considerations into the process, and housing development expertise to support the City of Wilsonville and its consultants as they analyze conditions and test alternatives for expanding housing access and options. The Task Force will bring knowledge, ideas, insights, and innovative thinking to surface the most promising and feasible policy and programmatic options that best serve Wilsonville's equitable housing objectives.

While consensus is desirable, it is not the goal of the Task Force. The work of the Task Force will be integrated into development of the implementation tools and programs.

Stakeholders and community members

Stakeholders and community members will provide input on current concerns, ideas for a better system, guidance in formulating new tools and programs, and their opinions and preferences for implementation strategies (refer to preliminary list of stakeholders). This information will impact development of implementation tools and strategies and will be provided to City Council for their deliberations on the best path forward. The staff/consultant team will provide meaningful stakeholder engagement and will work with stakeholders to make available fair and equitable opportunities to voice needs and opinions for the future of equitable housing development in Wilsonville. The staff/consultant team will work to encourage participation of typically underrepresented and underserved community members who have the potential to benefit or be burdened by the new housing strategy.

Staff/Consultant Team

The staff/consultant team will be responsible for technical research and analysis, convening and facilitating stakeholder dialogue, developing implementation tools and program, and presenting recommendations to decision-makers. With the help of the Task Force, the team will also help ensure that the implementation strategy is workable in practice and reflects the community's interests.



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: June 3, 2019	Subject: Programs Enhancement Strategy Update Staff Member: Eric Loomis, Transit Operations Manager Department: Transit	
Action Required	Advisory Board/Commission Recommendation	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input type="checkbox"/> Resolution <input checked="" 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	
Comments: N/A		
Staff Recommendation: Staff recommends that fares for Route 2X mid-day service to Tualatin be funded through STIF.		
Recommended Language for Motion: N/A		
Project / Issue Relates To:		
<input type="checkbox"/> Council Goals/Priorities:	<input checked="" type="checkbox"/> Adopted Master Plan(s): Transit Master Plan Appendix G	<input type="checkbox"/> Not Applicable

ISSUE BEFORE COUNCIL:

Staff seeks Council direction on Route 2X fare structure

EXECUTIVE SUMMARY:

The passage of House Bill 2017 (HB 2017), known as “Keep Oregon Moving,” provides a new state revenue source known as the Statewide Transportation Improvement Fund (STIF) for additional funding to public transportation providers across the state, including South Metro Area Regional Transit (SMART).

In September 2019, SMART will make its first round of service improvements with STIF funding. Staff will need direction in regards to the Route 2X mid-day fare structure.

Multiple service improvements on local and inter-city routes are set to begin September 2019. These service enhancements are a direct result of the 2018 amendment to the Transit Master Plan for inclusion of Appendix G - the Programs Enhancement Strategy (Strategy). The Strategy was created to satisfy requirements set forth in the statewide plan process to receive and expend House Bill 2017 funding.

In addition to the STIF formula funds, SMART applied for and was awarded TriMet’s Regional Coordination Program (RCP) funding to allow for 15-minute service on Route 2X. Additionally, the awarded funding covers the cost of fares during weekday commuter hours (5:00AM-10:00AM and 4:00PM-9:00PM).

September service enhancements are as follows:

- Route 1X: Two additional mid-day trips to Salem
- Route 2X:
 - 15-minute frequency during commuter hours to Tualatin Park and Ride
 - 30-minute frequency mid-day to Tualatin Park and Ride
 - Suspend service to Barbur Transit Center
 - 30-minute Saturday service
- Route 4: 30-minute Saturday service
- Route 7:
 - 8 additional commuter trips
 - Utilize Barber bridge

SMART plans to hire four additional bus operators and one supervisor to support these service enhancements.

EXPECTED RESULTS:

With increased service frequency, SMART staff expects to see increased ridership. With increased and frequent connections to Tualatin and Salem, intercity trips will be easier to access and continue to build Wilsonville as a key commuter hub and workplace.

By removing fares on Route 2X, customers will no longer need to pay two fares for one trip when they connect to TriMet. Additionally, no fares on Route 2X upholds the House Bill 2017 requirement to improve public transit access for low income populations.

SMART staff are currently developing Service Guidelines to set standards and monitor ongoing operational performance. This document will be completed by January 2020.

TIMELINE:**September 2019 Service Changes***September 2*

- Route 1X: Two additional mid-day trips to Salem
 - Date aligns with Cherriots service changes

September 23

- Route 2X:
 - 15-minute frequency during commuter hours to Tualatin Park and Ride
 - 30-minute frequency mid-day to Tualatin Park and Ride
 - Suspend service to Barbur Transit Center
 - 30-minute Saturday service
- Route 4: 30-minute Saturday service
- Route 7:
 - 8 additional commuter trips
 - Utilize Barber bridge

2020 Service Changes

- Begin direct Downtown Portland service
 - Coordinate with TriMet

CURRENT YEAR BUDGET IMPACTS:

	Projected Revenue
FY2019	\$447,238
FY2020	\$1,036,944
FY2021	\$1,182,997
TOTAL	\$2,667,179
TriMet RCP	\$1,227,200

Route 2X Service Costs

	FY17/18	FY19/20 (PROJECTED)
LOCAL	\$1,380,000	\$559,600
TRIMET RCP	\$0	\$553,600
HOUSE BILL 2017/STIF	\$0	\$456,800
TOTAL	\$1,380,000	\$1,570,000

Route 2X Fare Costs

Fund Source	Service Type	% of Passenger Load	Est. Fare
TriMet RCP	Commuter	74%	\$75,000
Local/STIF	Mid-day (10AM-4PM)	26%	\$26,515

FINANCIAL REVIEW / COMMENT:

Reviewed by: CAR Date: 5/29/2019

LEGAL REVIEW / COMMENT:

Reviewed by: BAJ Date: 5/29/2019

COMMUNITY INVOLVEMENT PROCESS:

SMART conducted an extensive two-year public involvement process to develop the 2017 Transit Master Plan (TMP). Businesses and community members identified needs and desires through workshops, interviews, two community surveys, public events, a citizen task force, and several other formats. A complete list of public participation efforts are detailed in the TMP Public Involvement chapter and Appendix F.

From the planning process described above, SMART developed a draft project list for the Programs Enhancement Strategy that opened to the public for comment and prioritization for the full month of June 2018. SMART advertised the online survey in the Boones Ferry Messenger, on bus channel cards, through media releases, social media posts, presentations at county meetings, e-newsletters, and e-mail lists. In addition, SMART staff tabled at community events such as the Festival of Arts and at the Wilsonville Transit Center to collect paper surveys.

More specifically, the survey asked for prioritization of projects ranging from new service destinations to longer hours of service and shorter wait times. From the 159 responses, SMART designed the program list in the Strategy to match the priority levels the survey respondents identified. SMART also obtained an interested parties list through the survey. Those survey respondents received project updates and meeting notices.

SMART will provide information and materials regarding the upcoming service changes at tabling events throughout the summer and fall of 2019. Formal public notices of service changes will be released one month prior to September 2, 2019.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

These service enhancements will respond to numerous public comments from the TMP expressing a desire for more service. These enhancements will increase ridership, reduce traffic congestion, and improve the public transit experience for customers. Adding trips and hours to local service will allow residents, visitors, and employees to have better access Wilsonville services.

Suspending service to Babur Transit Center was a service tradeoff identified in the TMP. SMART has heard some concern from current 2X riders who will have a longer commute and must take another bus to reach their destination without the 2X. Ending service to Barbur will free up resources to make connections that are more frequent to TriMet at Tualatin Park and Ride, as well as prepare for a direct downtown Portland service.

ALTERNATIVES:

Route 2X Fare Structure Options

1. Fare costs are covered by the RCP and STIF funds so that the entire 2X service would be free to ride (staff recommends). The STIF funds would cover weekday mid-day service and all Saturday service.
2. Keep the RCP money to pay for the commute hour fares but leave the current fare structure so that mid-day trips would still have a fare. Staff does not recommend this option as it will cause confusion for customers.
3. If mid-day service cannot be supported by STIF monies, SMART could return the portion of RCP funds to TriMet that covered commuter hour fares, in order to avoid customer confusion by paying or not paying a fare depending on time of day.

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

N/A

CITY COUNCIL ROLLING SCHEDULE

Board and Commission Meetings 2019

Items known as of 05/30/19

June

DATE	DAY	TIME	EVENT	LOCATION
6/3	Monday	7:00 p.m.	City Council Meeting	Council Chambers
6/10	Monday	6:30 p.m.	DRB Panel A - Cancelled	Council Chambers
6/12	Wednesday	6:00 p.m.	Planning Commission	Council Chambers
6/17	Monday	7:00 p.m.	City Council Meeting	Council Chambers
6/24	Monday	6:30 p.m.	DRB Panel B	Council Chambers
6/26	Wednesday	6:30 p.m.	Library Board	Library

July

DATE	DAY	TIME	EVENT	LOCATION
7/1	Monday	7:00 p.m.	City Council Meeting	Council Chambers
7/8	Monday	6:30 p.m.	DRB Panel A	Council Chambers
7/10	Wednesday	6:00 p.m.	Planning Commission	Council Chambers
7/15	Monday	7:00 p.m.	City Council Meeting	Council Chambers
7/22	Monday	6:30 p.m.	DRB Panel B	Council Chambers
7/24	Wednesday	6:30 p.m.	Library Board	Library

Community Events:

- 6/4** French Prairie Bridge Task Force Meeting at City Hall, 6:00 p.m. – 8:00 p.m.
- 6/5** Walk at Lunch meet at Next Level Chiropractic, 11:45 a.m.
- 6/10** Summer Reading Program Begins
- 6/12** Walk at Lunch meet at Al's Garden and Home, 11:45 a.m.
- 6/19** Walk at Lunch meet at American Family: Kyle Bunch, 11:45 a.m.
- 6/21** Mother & Son Night Out at Memorial Park River Shelter, 6:00 p.m. – 8:00 p.m.
- 6/22** Korean War Veterans Remembrance Ceremony at Town Center Park, 10:30 a.m.
- 6/25** History Pub at Wilsonville McMenamins' Old Church, 6:30 p.m. - 8:00 p.m.
- 6/26** 30 Years of Service & Electric Bus Celebration at Transit Center, 4:00 p.m.
- 6/19** Walk at Lunch meet at OCCU, 11:45 a.m.
- 7/4** City Offices closed in observance of Independence Day
- 7/10** Walk at Lunch meet at Nichols Family Agency: Allstate Insurance, 11:45 a.m.
All dates and times are tentative; check the City's online calendar for schedule changes at www.ci.wilsonville.or.us.



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: June 3, 2019	Subject: Resolution No. 2750 City Budget Adoption for FY 2019-20 Staff Member: Cathy Rodocker, Finance Director Department: Finance	
Action Required	Advisory Board/Commission Recommendation	
<input checked="" type="checkbox"/> Motion <input checked="" type="checkbox"/> Public Hearing Date: June 3, 2019 <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd 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 Comments: Budget as approved by Budget Committee on May 28, 2019.	
Staff Recommendation: Staff recommends that Council adopt Resolution No. 2750.		
Recommended Language for Motion: I move to approve Resolution No. 2750.		
Project / Issue Relates To:		
<input checked="" type="checkbox"/> Council Goals/Priorities	<input type="checkbox"/> Adopted Master Plan(s)	<input type="checkbox"/> Not Applicable

ISSUE BEFORE COUNCIL:

Public hearing and adoption of the budget for fiscal year 2019-20.

EXECUTIVE SUMMARY:

Following the Budget Committee vote to approve the budget, the City Council must hold a public hearing and receive comments on the budget prior to adoption. Council must adopt the budget no later than June 30, 2019.

The budget was approved for a total of \$212,573,216, as noted in the budget document (available on the City's website at www.ci.wilsonville.or.us) on page 23. Per staff recommendation, an additional .5 FTE was added to the Public Safety program for a second detective. With anticipated budget savings, the cost of the position will be absorbed by the operating program budget noted on page 161 of the budget document.

By law, the Council can make changes to the approved budget within certain limitations: (1) taxes may not be increased over the amount approved by the budget committee, and (2) estimated expenditures in a fund cannot be increased by more than \$5,000 or 10 percent, whichever is greater. The Council can reduce the budget from that approved by the Budget Committee.

EXPECTED RESULTS:

Create the budget for operating and capital purposes for the fiscal year 2019-20.

TIMELINE:

- May 9 and May 22, 2019 - Public notice of the availability of the proposed budget and Budget Committee meeting dates published in the Wilsonville Spokesman.
- May 16, 2019 – First meeting of the Budget Committee, presentation of budget message, public testimony taken.
- May 28, 2019 – Second meeting of the Budget Committee, opportunity for public to testify, voted to approve budget with an amendment.
- May 22, 2019 – Public notice of the meeting to adopt published in the Wilsonville Spokesman.
- June 3, 2019 – Council meeting to receive public testimony, consider Resolution to adopt budget.

COMMUNITY INVOLVEMENT PROCESS:

The opportunity for the public to address the Budget Committee was offered at the meetings on May 16 and May 28, 2019. Staff responded to the issues and questions that were submitted in writing prior to May 16, 2019. The public may also attend the June 3, 2019 public hearing on the City's budget.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

The budget provides for the delivery of services and construction of capital projects throughout the community.

BUDGET COMMITTEE ACTIONS:

The Budget Committee amended the Proposed Budget for FY 2019-20 as noted above.

CURRENT YEAR BUDGET IMPACTS:

Does not affect the current year budget.

FINANCIAL REVIEW / COMMENT:

Reviewed by: CAR Date: 5/29/2019

Financial Impact: Budget for FY 2019-20

LEGAL REVIEW / COMMENT:

Reviewed by: BAJ Date: 5/29/2019

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

1. Resolution No. 2750
 - A. Schedule of Appropriations

RESOLUTION NO. 2750

A RESOLUTION OF THE CITY OF WILSONVILLE ADOPTING THE BUDGET, MAKING APPROPRIATIONS, DECLARING THE AD VALOREM TAX LEVY, AND CLASSIFYING THE LEVY AS PROVIDED BY ORS 310.060(2) FOR FISCAL YEAR 2019-20.

WHEREAS, in accordance with ORS 294.426 the Wilsonville Budget Committee met on May 16, 2019 and May 28, 2019 to receive public testimony, hear the budget message and listen to presentations pertaining to the proposed budget for Fiscal Year 2019-20; and

WHEREAS, the Budget Committee deliberated on the proposed budget on May 16, 2019 and on May 28, 2019; and

WHEREAS, the Budget Committee approved the proposed budget on May 28, 2019; and

WHEREAS, the proposed budget document included the Comprehensive Financial Management Policies which specifies certain reserves and contingency balances for operating funds and such amounts were included in the approved budget, and

WHEREAS, on May 22, 2019 a summary of the budget, as required by ORS 294.438, was duly published in the Wilsonville Spokesman, a newspaper of general circulation in the City; and

WHEREAS, in accordance with ORS 294.456 the Wilsonville City Council duly held a public hearing on June 3, 2019 where all interested persons were afforded an opportunity to appear and be heard with respect to the approved budget for the fiscal year beginning July 1, 2019.

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

1. The Council adopts the budget for FY 2019-20 in the total amount of \$212,573,216.
2. Of the total adopted budget of \$212,573,216, the City appropriates \$205,163,816 for the fiscal year beginning July 1, 2019 as shown in Attachment A – Schedule of Appropriations. The difference of \$7,409,400 is not appropriated and is not available for expenditure during the year.
3. The City of Wilsonville City Council hereby imposes the taxes provided for in the Adopted Budget at the rate of \$2.5206 per \$1,000 of assessed value for general operations; and that these taxes are hereby imposed and categorized for the tax year 2019-20 upon the assessed value of all taxable property in the City.

General Government Limit

General Fund	\$2.5206 / \$1,000
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4. In compliance with the City's Financial Management Policies certain contingencies, reserves and carryover balances are established as part of the budget process. These balances are matched to the Governmental Accounting Standards Board (GASB) Pronouncement Number 54 standard terminology as set forth below.
 - a. GASB Restricted category includes amounts for which an external source has created a legal restriction on available balances, such as for bond covenants and taxes restricted to payment of debt. Within the budget document such amounts are titled Restricted.
 - b. GASB Committed category includes amounts for which Council has approved by resolution. Only a subsequent council resolution may change the amount or intended use. Within the budget document such amounts are titled Committed (unappropriated). The Committed (unappropriated) is also referred to as the unappropriated ending fund balance and serves as a carryover from one fiscal year to the next.
 - c. GASB Assigned category includes amounts which are designated but for which a resolution has not been adopted. Authority is hereby granted to the City Council, City Manager and the Finance Director for the purpose of setting aside resources for specific future needs, such as equipment and building replacements and prudent financial reserves. Within the budget document such amounts are titled Assigned (designated) and Assigned (contingency). Assigned (designated) purpose is identified on page 263 of the Proposed Budget document. Assigned (contingency) is the portion of appropriations available for use during a fiscal year if approved through Council Resolution.
 - d. GASB Unassigned category is used exclusively in the General Fund and has the same meaning as Assigned (contingency) in paragraph (c) above.
 - e. City Council considers the spending of the restricted classification of fund balance on purposes for which such funds can be used to occur first when funds are spent for restricted and unrestricted purposes. When unrestricted classifications of fund balance are spent, the Council will consider that assigned amounts will be reduced first, followed by unassigned amounts and then committed amounts.
5. This resolution is effective upon adoption.

ADOPTED by the Wilsonville City Council at a regularly scheduled meeting thereof this 3rd day of June, 2019 and filed with the City Recorder this date.

TIM KNAPP, MAYOR

ATTEST:

Kimberly Veliz, City Recorder

SUMMARY OF VOTES:

Mayor Knapp

Council President Akervall

Councilor Stevens

Councilor Lehan

Councilor West

Attachment:

A. Schedule of Appropriations

Attachment A – Schedule of Appropriations
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General Fund		
Administration	\$ 1,876,424	
Finance	1,570,308	
Information Services	1,279,490	
Legal	686,388	
Human Resources and Risk Management	880,052	
Public Works Administration	727,304	
Building Maintenance	1,282,743	
Parks Maintenance	1,704,980	
Parks and Recreation	1,684,820	
Library	2,199,281	
Law Enforcement	5,291,589	
Municipal court	233,535	
Transfers to Other Funds	13,003,336	
Contingency	<u>10,109,050</u>	
Total Fund Appropriations		\$42,529,300
Community Development Fund		
CD Administration	\$ 614,444	
Engineering	2,163,584	
Planning	1,125,329	
Transfers to Other Funds	577,223	
Contingency	<u>1,810,715</u>	
Total Fund Appropriations		\$6,291,295
Building Fund		
Building	\$ 1,230,033	
Transfers to Other Funds	650,393	
Contingency	<u>1,770,672</u>	
Total Fund Appropriations		\$3,651,098

Attachment A – Schedule of Appropriations
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Transit Fund		
Transit	\$ 8,882,921	
Transfers to Other Funds	637,912	
Contingency	2,680,324	
Total Fund Appropriations		\$12,201,157
Road Operating Fund		
Road Operating	\$ 898,835	
Debt Service	82,000	
Transfers to Other Funds	1,279,014	
Contingency	1,049,416	
Total Fund Appropriations		\$3,309,265
Road Maintenance Regulatory Fund		
Transfers to Other Funds	\$ 1,797,040	
Contingency	2,284,414	
Total Fund Appropriations		\$4,081,454
Water Operating Fund		
Water Distributions and Sales	\$ 1,566,273	
Water Treatment	3,777,349	
Debt Service	1,870,000	
Transfers to Other Funds	4,321,744	
Contingency	13,368,689	
Total Fund Appropriations		\$24,904,055
Sewer Operating Fund		
Sewer Collection	\$ 988,863	
Sewer Treatment	2,783,170	
Sewer Pretreatment	139,391	
Debt Service	3,000,000	
Transfers to Other Funds	4,022,036	
Contingency	12,652,084	
Total Fund Appropriations		\$23,585,544

Attachment A – Schedule of Appropriations
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Street Lighting Operating Fund

Street Lighting	\$	373,843	
Transfers to Other Funds		430,103	
Contingency		1,028,217	
Total Fund Appropriations		1,832,163	\$1,832,163

Stormwater Fund

Stormwater Maintenance		802,339	
Debt Service		508,000	
Transfers to Other Funds		3,553,189	
Contingency		262,925	
Total Fund Appropriations		5,126,453	\$5,126,453

Fleet Service Fund

Fleet	\$	1,605,151	
Transfers to Other Funds		2,400	
Contingency		929,828	
Total Fund Appropriations		2,537,379	\$2,537,379

Water Capital Projects Fund

Water Capital Projects	\$	6,566,093	
Transfers to Other Funds		721,783	
Contingency		854,388	
Total Fund Appropriations		8,142,264	\$8,142,264

Sewer Capital Projects Fund

Sewer Capital Projects	\$	8,076,623	
Transfers to Other Funds		468,400	
Contingency		128,621	
Total Fund Appropriations		8,673,644	\$8,673,644

Attachment A – Schedule of Appropriations
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Streets Capital Projects Fund

Streets Capital Projects	\$ 9,140,105	
Transfers to Other Funds	634,858	
Contingency	1,134,510	
Total Fund Appropriations	10,909,473	\$10,909,473

Stormwater Capital Projects Fund

Stormwater Capital Projects	\$ 3,293,477	
Transfers to Other Funds	411,193	
Contingency	276,732	
Total Fund Appropriations	3,981,402	\$3,981,402

Facilities and Information Systems Capital Projects Fund

Building Capital Projects	\$ 4,591,297	
Transfers to Other Funds	52,635	
Contingency	21,989	
Total Fund Appropriations	4,665,921	\$4,665,921

Parks Capital Projects Fund

Parks Capital Projects	\$ 4,061,823	
Transfers to Other Funds	366,513	
Contingency	250,193	
Total Fund Appropriations	4,678,529	\$4,678,529

Water Development Charges

Materials & Services	\$ 5,935	
Transfers to Other Funds	2,706,159	
Contingency	3,852,473	
Total Fund Appropriations	6,564,567	\$6,564,567

Sewer Development Charges

Materials & Services	\$ 5,749	
Transfers to Other Funds	6,249,310	
Contingency	2,526,851	
Total Fund Appropriations	8,811,910	\$8,811,910

Attachment A – Schedule of Appropriations
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Streets Development Charges

Materials & Services	\$ 9,829	
Transfers to Other Funds	5,699,712	
Contingency	2,046,698	
Total Fund Appropriations	\$7,756,239	

Washington County TDT

Materials & Services	\$ -	
Transfers to Other Funds	-	
Contingency	346,460	
Total Fund Appropriations	\$346,460	

Frog Pond West Fund

Materials & Services	\$ -	
Transfers to Other Funds	-	
Contingency	1,371,293	
Total Fund Appropriations	\$1,371,293	

Stormwater Development Charges

Materials & Services	\$ 1,607	
Transfers to Other Funds	1,065,107	
Contingency	2,441,078	
Total Fund Appropriations	\$3,507,792	

Parks Development Charges

Materials & Services	\$ 4,046	
Transfers to Other Funds	3,796,589	
Contingency	1,934,524	
Total Fund Appropriations	\$5,735,159	

Total City Appropriations - All Funds	\$205,163,816
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CITY COUNCIL MEETING STAFF REPORT

Meeting Date: June 3, 2019	Subject: Resolution Nos. 2751 and 2752 State Shared Revenue Staff Member: Cathy Rodocker, Finance Director Department: Finance	
Action Required	Advisory Board/Commission Recommendation	
<input checked="" type="checkbox"/> Motion <input checked="" type="checkbox"/> Public Hearing Date: June 3, 2019 <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd 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 Comments: Budget as approved by Budget Committee on May 28, 2019.	
Staff Recommendation: Staff recommends that Council adopt Resolution Nos. 2751 and 2752.		
Recommended Language for Motion: Two separate motions: I move to approve Resolution No. 2751. I move to approve Resolution No. 2752.		
Project / Issue Relates To:		
<input checked="" type="checkbox"/> Council Goals/Priorities	<input type="checkbox"/> Adopted Master Plan(s)	<input type="checkbox"/> Not Applicable

ISSUE BEFORE COUNCIL:

Public hearing on receipt and use of state shared revenues.

EXECUTIVE SUMMARY:

Oregon law requires the public be given two opportunities to comment on receiving state shared revenues and their proposed use. The first opportunity is extended during the Budget Committee meeting held on May 16, 2019. The second opportunity is offered in conjunction with the budget adoption.

The following table provides a summary of State Shared Revenue for FY 2019-20:

Summary of State Shared Revenues Resources and Possible Uses		
State Shared Revenues:	General Fund	Road Operating Fund
Alcoholic beverage taxes	\$ 388,000	
Cigarette taxes	\$ 30,000	
State shared revenues	\$ 300,000	
Gas tax		\$ 1,764,100
Possible uses:		
Police	✓	
Parks & Building maintenance	✓	
Library	✓	
Youth, Adult & Senior services	✓	
Policy and administration	✓	
Planning	✓	
Road operations		✓

EXPECTED RESULTS:

Accompanying resolutions satisfy legal requirements to receive state shared revenues in FY 2019-20.

TIMELINE:

- May 9 and May 22, 2019 – Notice of meeting to receive comments from the public on uses of state shared revenues at the May 16, 2020 Budget Committee meeting published in the Wilsonville Spokesman.
- May 16, 2019 – First meeting of the Budget Committee, public invited to testify.
- May 22, 2019 – Posted notice of public hearing.
- June 3, 2019 – Council meeting to receive public testimony and to adopt the budget.

CURRENT YEAR BUDGET IMPACTS:

Does not affect the current budget.

FINANCIAL REVIEW / COMMENT:

Reviewed by: CAR Date: 5/29/2019

LEGAL REVIEW / COMMENT:

Reviewed by: BAJ Date: 5/29/2019

COMMUNITY INVOLVEMENT PROCESS:

The opportunity for the public to address the Budget Committee pertaining to state shared revenues was offered at the meeting on May 28, 2019. No public testimony was received.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

State revenues allow, in part, funding for the road operations program, facility and parks maintenance, law enforcement, parks and recreation services and library operations.

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

1. Resolution No. 2751
2. Resolution No. 2752

RESOLUTION NO. 2751

A RESOLUTION DECLARING THE CITY'S ELIGIBILITY TO RECEIVE STATE SHARED REVENUES.

WHEREAS, ORS 221.760 provides as follows:

Section 1. The officer responsible for disbursing funds to cities under ORS 323.455, 366.785 to 366.820 and 471.805 shall, in the case of a city located within a county having more than 100,000 inhabitants according to the most recent federal decennial census, disburse such funds only if the city provides four or more of the following services:

- (1) Police protection;
- (2) Fire protection;
- (3) Street construction, maintenance and lighting;
- (4) Sanitary sewer;
- (5) Storm sewers;
- (6) Planning, zoning and subdivision control;
- (7) One or more utility services; and

WHEREAS, City officials recognize the desirability of assisting the state officer responsible for determining the eligibility of cities to receive such funds in accordance with ORS 221.760.

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

1. That the Wilsonville City Council hereby declares that the City directly provides all of the municipal services enumerated above, save and except the provision of the City's fire protection which is through Tualatin Valley Fire & Rescue.
2. This resolution is effective upon adoption.

ADOPTED by the City Council of the City of Wilsonville at a regular meeting thereof this 3rd day of June, 2019 and filed with the Wilsonville City Recorder this date.

TIM KNAPP, MAYOR

ATTEST:

Kimberly Veliz, City Recorder

SUMMARY OF VOTES:

Mayor Knapp

Council President Akervall

Councilor Stevens

Councilor Lehan

Councilor West

RESOLUTION NO. 2752

A RESOLUTION DECLARING THE CITY’S ELECTION TO RECEIVE STATE SHARED REVENUES.

WHEREAS, the Budget Committee has reviewed and approved the proposed use of State Shared Revenues; and

WHEREAS, a public hearing has been held before the Budget Committee on May 16, 2019 to discuss possible uses of the funds and before the City Council on June 3, 2019 to obtain public input as to the proposed uses of State Shared Revenues.

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

1. Pursuant to ORS 221.770 the City of Wilsonville hereby elects to receive state shared revenues for the fiscal year 2019-20.
2. This resolution is effective upon adoption.

ADOPTED by the City Council of the City of Wilsonville at a regular meeting thereof this 3rd day of June, 2019 and filed with the Wilsonville City Recorder this same date.

TIM KNAPP, MAYOR

ATTEST:

Kimberly Veliz, City Recorder

SUMMARY OF VOTES:

Mayor Knapp

Council President Akervall

Councilor Stevens

Councilor Lehan

Councilor West



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: June 3, 2019	Subject: Ordinance No. 836 – 1st Reading Zone Map Amendment On Approximately 6.16 Acres Comprising Tax Lots 300 And 500 Of Section 14A, T3S, R1W, Clackamas County, Oregon, Nicoli Pacific, LLC. Staff Member: Cindy Luxhoj, AICP, Associate Planner Department: Community Development	
Action Required	Advisory Board/Commission Recommendation	
<input checked="" type="checkbox"/> Motion <input checked="" type="checkbox"/> Public Hearing Date: June 3, 2019 <input checked="" type="checkbox"/> Ordinance 1 st Reading Date: June 3, 2019 <input checked="" type="checkbox"/> Ordinance 2 nd Reading Date: June 17, 2019 <input 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 Comments: Following their review at the May 13, 2019 meeting, the Development Review Board, Panel A, recommended approval of a Zone Map Amendment for the subject property. The Development Review Board also approved a Stage I Master Plan for development of three speculative industrial/flex buildings totaling approximately 96,000 square feet that is proposed to be developed in three separate phases on the property subject to separate application for Stage II Final Plan and Site Design Review.	
Staff Recommendation: Staff recommends that Council adopt Ordinance No. 836 on first reading.		
Recommended Language for Motion: I move to approve Ordinance No. 836 on first reading.		
Project / Issue Relates To:		
<input checked="" type="checkbox"/> Council Goals/Priorities	<input type="checkbox"/> Adopted Master Plan(s)	<input checked="" type="checkbox"/> Not Applicable

ISSUE BEFORE COUNCIL:

Council will consider Ordinance No. 836 pertaining to approximately 6.16 acres located south of SW Boeckman Road and east of SW Boberg Road.

EXECUTIVE SUMMARY:

The subject property is designated Industrial in the Wilsonville Comprehensive Plan and currently zoned Residential Agricultural Holding (RA-H). The requested Zone Map Amendment changes the zoning to Planned Development Industrial (PDI) consistent with the Comprehensive Plan with consideration of Design Objectives of Area of Special Concern E (Area E) in which the property is located. Area E is planned for industrial uses, however, there are concerns related to continuity in design and protection of the Walnut Mobile Home Park, also located in Area E and zoned Residential Agricultural Holding (RA-H). The Comprehensive Plan states that “the life of the park can be prolonged through careful design considerations of surrounding development and doing so will help retain one of the City’s affordable housing opportunities”. The subject property is located immediately north of and shares its south property boundary with the mobile home park and, therefore, is subject to these specific design considerations.

The applicant and property owner, Nicoli Pacific, LLC, in addition to the Zone Map Amendment request, has applied for a Stage I Master Plan to develop the subject site with flexible buildings to accommodate multiple industrial users. The Stage I Master Plan is only a “bubble diagram level” of the plan for the site. Due to its speculative nature, development is proposed to occur in three phases with each phase submitted separately for Stage II Final Plan and Site Design Review by the Development Review Board (DRB). The Stage II Final Plan and Site Design Review by the DRB for each phase will look at site layout, building design, traffic, parking, landscaping, screening, and other functional and design components.

EXPECTED RESULTS:

Adoption of Ordinance No. 836.

TIMELINE:

The Zone Map Amendment will be in effect 30 days after ordinance is adoption.

CURRENT YEAR BUDGET IMPACTS:

None.

FINANCIAL REVIEW / COMMENT:

Reviewed by: CAR Date: 5/29/2019

LEGAL REVIEW / COMMENT:

Reviewed by: BAJ Date: 5/29/2019

This ordinance only approves a zone change, not any particular development. Specific development plans still need to be presented to and approved by DRB. DRB members have already expressed concern about protection of the Mobile Home Park, as an important affordable housing option for Wilsonville.

COMMUNITY INVOLVEMENT PROCESS:

Staff sent the required public hearing notices and held the required public hearings. Staff made materials regarding the application readily available to the public.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

The Zone Map Amendment enables the subject property to be developed as industrial, consistent with the Comprehensive Plan with consideration of Design Objectives of Area of Special Concern E in which the property is located. Rezoning provides more opportunity in the city for industrial office/manufacturing/warehouse use and benefits the local economy. However, rezoning to Planned Development Industrial (PDI) also allows higher intensity development that could result in impacts on residents in the Walnut Mobile Home Park to the south unless adequately landscaped, screened and buffered.

ALTERNATIVES:

The alternatives are to approve or deny the Zone Map Amendment request.

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

- A. Ordinance No. 836 Zone Map Amendment
 - 1. Zoning Order DB19-0004 Including Legal Description and Sketch Depicting Zone Map Amendment
 - 2. Zone Map Amendment Findings
 - 3. Development Review Board Panel A Resolution No. 362 Recommending Approval of Zone Map Amendment

ORDINANCE NO. 836

AN ORDINANCE OF THE CITY OF WILSONVILLE APPROVING A ZONE MAP AMENDMENT FROM THE RESIDENTIAL AGRICULTURAL HOLDING (RA-H) ZONE TO THE PLANNED DEVELOPMENT INDUSTRIAL (PDI) ZONE WITH SPECIAL CONSIDERATIONS FOR SCREENING AND BUFFERING FROM THE ADJACENT EXISTING RESIDENTIAL USE ON APPROXIMATELY 6.16 ACRES COMPRISING TAX LOTS 300 AND 500 OF SECTION 14A, T3S, R1W, CLACKAMAS COUNTY, OREGON, NICOLI PACIFIC, LLC, APPLICANT/OWNER.

WHEREAS, Nicoli Pacific, LLC, (“Applicant”) has made a development application requesting, among other things, a Zone Map Amendment of the Property; and

WHEREAS, the development application form has been signed by David Nicoli, President and CEO, on behalf of Nicoli Pacific, LLC, owner of real property legally described and shown in Attachment 1, attached hereto and incorporated by reference herein (“Property”); and

WHEREAS, the City of Wilsonville desires to have the property zoned consistent with the Comprehensive Plan Map designation of “Industrial”; and

WHEREAS, the Property is within Comprehensive Plan Area of Special Concern E and, as such, is required to be carefully designed to promote continuity in design with other development in Area of Special Concern E and sufficiently buffer development to minimize disturbance for residents of the Walnut Mobile Home Park; and

WHEREAS, the City of Wilsonville Planning Staff analyzed the Zone Map Amendment request and prepared a staff report for presentation to the Development Review Board Panel ‘A’ on May 13, 2019, finding that the application met the requirements for a Zone Map Amendment and recommending approval of the Zone Map Amendment with conditions related to Comprehensive Plan Area of Special Concern E; and

WHEREAS, the Development Review Board Panel 'A' held a public hearing on the application for a Zone Map Amendment on May 13, 2019, and after taking public testimony and giving full consideration to the matter, adopted Resolution No. 362, which recommends City Council approval with conditions of the Zone Map Amendment request (Case File DB19-0004) and adopts the amended staff report with findings and recommendation, all as placed on the record at the hearing; and

WHEREAS, on June 3, 2019, the Wilsonville City Council held a public hearing regarding the above described matter, wherein the City Council considered the full public record made before the Development Review Board Panel ‘A’, including the Development Review Board Panel ‘A’ and City Council staff reports; took public testimony; and, upon deliberation, concluded that the proposed Zone Map Amendment meets the applicable approval criteria under the City of Wilsonville Development Code;

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

1. The City Council adopts, as findings and conclusions, the forgoing Recitals and the Zone Map Amendment Findings in Attachment 2, as if fully set forth herein.
2. The official City of Wilsonville Zone Map is hereby amended by Zoning Order DB19-0004, attached hereto as Attachment 1, from the Clackamas County Residential Agricultural Holding (RA-H) Zone to the Planned Development Industrial (PDI) Zone.

SUBMITTED to the Wilsonville City Council and read for the first time at a regular meeting thereof on the 3rd day of June, 2019, and scheduled for a second reading at a regular meeting of the Council on the 17th day of June, 2019, commencing at the hour of 7:00 P.M. at the Wilsonville City Hall.

Kimberly Veliz, City Recorder

ENACTED by the City Council on the 17th day of June, 2019 by the following votes:

Yes: ___ No: ___

Kimberly Veliz, City Recorder

DATED and signed by the Mayor this ____ day of June, 2019.

TIM KNAPP, Mayor

SUMMARY OF VOTES:

Mayor Knapp

Council President Akervall

Councilor Stevens

Councilor Lehan

Councilor West

Attachments:

Attachment 1 – Zoning Order DB19-0004 Including Legal Description and Sketch
Depicting Zone Map Amendment

Attachment 2 – Zone Map Amendment Findings

Attachment 3 – Development Review Board Panel ‘A’ Resolution No. 362
recommending approval of Zone Map Amendment with Conditions

**BEFORE THE CITY COUNCIL OF
THE CITY OF WILSONVILLE,
OREGON**

In the Matter of the Application of)
Nicoli Pacific, LLC, for a Rezoning)
of Land and Amendment of the) **ZONING ORDER DB19-0004**
City of Wilsonville Zoning Map)
Incorporated in Section 4.102 of the)
Wilsonville Code.)

The above-entitled matter is before the Council to consider the application of DB19-0004, for a Zone Map Amendment and an Order, amending the official Zoning Map as incorporated in Section 4.102 of the Wilsonville Code.

The Council finds that the subject property (“Property”), legally described and shown on the attached legal description and sketch, has heretofore appeared on the Clackamas County zoning map Residential Agricultural Holding (RA-H).

The Council having heard and considered all matters relevant to the application for a Zone Map Amendment, including the Development Review Board Panel ‘A’ record and recommendation, finds that the application should be approved.

THEREFORE IT IS HEREBY ORDERED that the Property, consisting of approximately 6.16 acres on the south side of SW Boeckman Road east of SW Boberg Road comprising Tax Lots 300 and 500, of Section 14A, as more particularly shown and described in the attached legal description and sketch, is hereby rezoned to Planned Development Industrial (PDI), subject to conditions detailed in this Order’s adopting Ordinance. The foregoing rezoning is hereby declared an amendment to the Wilsonville Zoning Map (Section 4.102 WC) and shall appear as such from and after entry of this Order.

Dated: This 17th day of June, 2019.

TIM KNAPP, MAYOR

APPROVED AS TO FORM:

Barbara A. Jacobson, City Attorney

Attachment 1

ATTEST:

Kimberly Veliz, City Recorder

Attachment: Legal Description and Sketch Depicting Land/Territory to be Rezoned

Attachment 1

Legal Description

Parcel I:

Lot 4, BOBERG, in the City of Wilsonville, County of Clackamas and State of Oregon.

EXCEPTING THEREFROM that portion conveyed to Clackamas County for road purposes by deed recorded March 12, 1914, in Book 134, page 423, Deed Records; and EXCEPTING THEREFROM those portions conveyed to the State of Oregon for highway purposes by deeds recorded November 5, 1951, in Book 450, page 376, Deed Records, and March 4, 1953 in Book 466, page 188, Deed Records, Clackamas County, Oregon.

ALSO EXCEPTION THEREFROM that portion conveyed to the State of Oregon, by and through its State Highway Commission by deed recorded March 26, 1969 as No. 69-4949

Parcel II:

Lot 5, BOBERG, in the City of Wilsonville, County of Clackamas and State of Oregon.

EXCEPTING THEREFROM that certain tract of land conveyed to the State of Oregon by deed recorded June 29, 1951 in Book 446, page 64, Deed Records of Clackamas County, Oregon.

Attachment 1

Ordinance No. 836 Attachment 2
Zone Map Amendment Findings

Industrial Focus

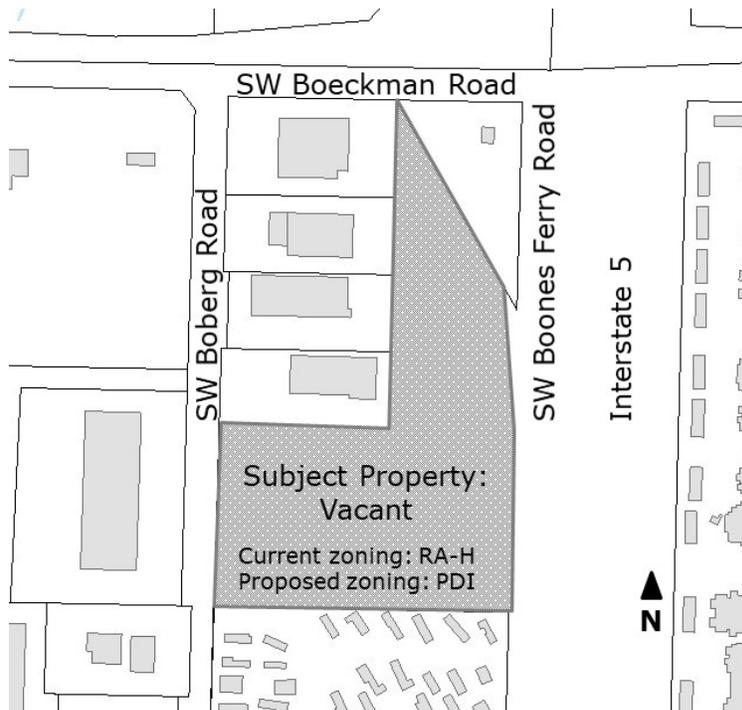
City Council
Quasi-Judicial Public Hearing

Hearing Date:	June 3, 2019
Date of Report:	May 27, 2019
Application Nos.:	DB19-0004 Zone Map Amendment
Request/Summary:	The request before the City Council is a Zone Map Amendment for approximately 6.16 acres.
Location:	Two undeveloped parcels located south of SW Boeckman Road, east of SW Boberg Road. The property is specifically known as Tax Lots 300 and 500, Section 14A, Township 3 South, Range 1 West, Willamette Meridian, City of Wilsonville, Clackamas County, Oregon
Owner/Applicant:	Nicoli Pacific, LLC (Contact: David Nicoli)
Applicant's Representative:	CIDA Architects & Engineers (Contact: Gavin Russell)
Comprehensive Plan Designation:	Industrial
Zone Map Classification (Current):	RA-H (Residential Agricultural Holding)
Zone Map Classification (Proposed):	PDI (Planned Development Industrial)
Staff Reviewers:	Cindy Luxhoj AICP, Associate Planner
Staff Recommendation:	<u>Adopt</u> the requested Zone Map Amendment with Conditions.

Applicable Review Criteria:

<u>Development Code:</u>	
Section 4.008	Application Procedures-In General
Section 4.009	Who May Initiate Application
Section 4.010	How to Apply
Section 4.011	How Applications are Processed
Section 4.014	Burden of Proof
Section 4.029	Zoning to be Consistent with Comprehensive Plan
Section 4.031	Authority of the Development Review Board
Section 4.033	Authority of the City Council
Subsection 4.035 (.04)	Site Development Permit Application
Subsection 4.035 (.05)	Complete Submittal Requirement
Section 4.110	Zones
Section 4.117	Standards Applying to Industrial Development in All Zones
Section 4.118	Standards Applying to Planned Development Zones
Section 4.120	Zones, RA-H Residential Agricultural Holding Zone
Section 4.135	Planned Development Industrial (PDI) Zone
Section 4.197	Zone Changes
<u>Other Planning Documents:</u>	
Wilsonville Comprehensive Plan	

Vicinity Map



Summary:

Zone Map Amendment (DB19-0004)

The subject property is designated Industrial in the Wilsonville Comprehensive Plan and currently zoned Residential Agricultural Holding (RA-H). The requested Zone Map Amendment changes the zoning to Planned Development Industrial (PDI) consistent with the Comprehensive Plan with consideration of Design Objectives of Area of Special Concern E in which the property is located. The Design Objectives relate to protection of the Walnut Mobile Home Park located immediately south of the subject site.

Conclusion and Conditions of Approval:

Staff and the Development Review Board Panel 'A' recommend approval with the following conditions:

Request A: DB19-0004 Zone Map Amendment

PDA 1.	The proposed project shall be carefully designed to promote continuity in design with other development in Comprehensive Plan Special Area of Concern E and sufficiently buffered to minimize disturbance for residents of the Walnut Mobile Home Park immediately south of the subject property. See Findings A1 and A3.
PDA 2.	The proposed project shall be designed to minimize traffic (truck) conflicts with residential activities, including pedestrians. See Finding A4.

Findings:

NOTE: Pursuant to Section 4.014 the burden of proving that the necessary findings of fact can be made for approval of any land use or development application rests with the applicant in the case.

General Information

Application Procedures-In General
Section 4.008

The application is being processed in accordance with the applicable general procedures of this Section.

Initiating Application
Section 4.009

The application has the signatures of David Nicoli, Nicoli Pacific, LLC (property owner) and Gavin Russell, CIDA Architects & Engineers, an authorized signer for the property owner.

Pre-Application Conference

Subsection 4.010 (.02)

The City held a Pre-application conference (PA18-0007) on August 16, 2018, in accordance with this subsection.

Lien Payment before Approval

Subsection 4.011 (.02) B.

No applicable liens exist for the subject property. The application can thus move forward.

General Submission Requirements

Subsections 4.035 (.04) A. and 4.035 (.05)

The applicant has provided all of the applicable general submissions and the application was deemed complete on March 26, 2019.

Zoning-Generally

Section 4.110

The subject property is zoned Residential Agricultural Holding (RA-H). The requested Zone Map Amendment would change the zoning to Planned Development Industrial (PDI) consistent with the Comprehensive Plan designation of Industrial subject to special considerations of Area of Special Concern E.

Request A: DB19-0004 Zone Map Amendment

As described in the Findings below, the request meets the applicable criteria or will by Conditions of Approval.

Comprehensive Plan

Areas of Special Concern-Area E-Summary and Special Considerations

- A1.** The subject property is located in Area of Special Concern E (Area E), an area planned for industrial use between Boeckman Road and Barber Street, from Boones Ferry Road to the railroad tracks. Primary concerns for Area E relate to continuity in design and protection of the Walnut Mobile Home Park. The Plan states that “the life of the park can be prolonged through careful design considerations of surrounding development and doing so will help retain one of the City’s affordable housing opportunities”. The subject property is located immediately north of and shares its south property boundary with the mobile home park and, therefore, is subject to these specific design considerations. This requirement is satisfied or will be satisfied by Condition of Approval PDA 1.

Areas of Special Concern-Area E-Consolidation of Smaller Lots

Design Objective 1

- A2. The applicant proposes to develop two smaller lots (Tax Lots 300 and 500) as one consolidated Stage I Master Plan consistent with this Design Objective.

Areas of Special Concern-Area E-Buffers to Mobile Home Park

Design Objective 2

- A3. A condition of approval for the Zone Map Amendment is that the proposed project be carefully designed to promote continuity in design with other development in Area E and that adequate buffering be included in the site design to minimize disturbance for residents of the Walnut Mobile Home Park immediately south of the subject property. This requirement is satisfied or will be satisfied by Condition of Approval PDA 1 (see Finding A1).

Areas of Special Concern-Area E-Minimize Traffic (Truck) Conflicts

Design Objective 3

- A4. The applicant proposes two driveway entrances on SW Boberg Road, one of which would be located within 30 feet of the south property line and adjacent to the Walnut Mobile Home Park. It is anticipated that there will be substantial truck traffic associated with the applicant's business (providing shoring equipment to the construction industry) and potentially additional traffic associated with other business that may locate in the industrial/flex buildings proposed for the site. To comply with this Design Objective, the proposed development must be designed to minimize traffic (truck) conflicts with residential activities, including pedestrians. This requirement is satisfied or will be satisfied by Condition of Approval PDA 2.

Development Code

Zoning Consistent with Comprehensive Plan

Section 4.029

- A5. The applicant is applying for a zone change from RA-H to PDI, consistent with the Comprehensive Plan designation of Industrial, concurrently with a Stage I Master Plan for the entirety of the subject property. As discussed above, the subject property is located in Special Area of Concern E in the Comprehensive Plan, which requires special consideration to design of development surrounding the Walnut Mobile Home Park, adequate buffering, and reduced traffic (truck) conflicts with residential activities. This requirement is satisfied or will be satisfied by Conditions of Approval PDA1 and PDA2.

Base Zones

Subsection 4.110 (.01)

- A6. The requested zoning designation of Planned Development Industrial (PDI) is among the base zones identified in this subsection.

Planned Development Industrial (PDI) Zone

Purpose of PDI

Subsection 4.135 (.01)

A7. The zoning will allow a variety of industrial operations and associated uses such as those proposed by the applicant consistent with the purpose stated in this subsection.

Uses Typically Permitted

Subsection 4.135 (.03)

A8. The proposed zoning will allow only uses such as those proposed by the applicant including office-technology, headquarters, manufacturing and warehousing, consistent with the list established in this subsection.

Zone Change Procedures

Subsection 4.197 (.02) B. and C. 1.

A9. The request for a Zone Map Amendment has been submitted as set forth in the applicable code sections including Section 4.008, Subsection 4.197 (.02) B. and C. and Section 4.140.

Conformance with Comprehensive Plan Map, etc.

Subsection 4.197 (.02) C. 2.

A10. The proposed Zone Map Amendment is consistent with the Comprehensive Map designation of Industrial with consideration given to Design Objectives for Special Area of Concern E in the Comprehensive Plan (see Findings A1 through A5 and Conditions of Approval PDA1 and PDA2).

Public Facility Concurrency

Subsection 4.197 (.02) C. 4. and C. 8.

A11. Based on existing nearby utilities and utility master plans, and the Transportation System Plan, necessary facilities are or can be made available for development of the subject property consistent with the proposed zoning. A preliminary review of the application materials appears to confirm the site can be adequately served by streets and utilities. Details of required street and utility connections and improvements will be established with review of subsequent applications.

Impact on Significant Resource Overlay Zone (SROZ) Areas

Subsection 4.197 (.02) C. 5.

A12. No SROZ areas or identified natural or geologic hazards are located within the area to be rezoned.

Development within 2 Years

Subsection 4.197 (.02) C. 6.

A13. The applicant has submitted a phasing schedule that anticipates Phase 1 development in 2019 with subsequent Phases 2 and 3 development occurring in 2024 and 2029, respectively,

depending on market demand. Thus development is expected to start within two (2) years of the initial approval of the zone change. In the scenario where the applicant or their successors do not start development within two (2) years, thus allowing related land use approvals to expire, the zone change shall remain in effect.

DEVELOPMENT REVIEW BOARD
RESOLUTION NO. 362

A RESOLUTION ADOPTING FINDINGS RECOMMENDING APPROVAL TO CITY COUNCIL OF A ZONE MAP AMENDMENT FROM RESIDENTIAL AGRICULTURAL HOLDING (RA-H) ZONE TO PLANNED DEVELOPMENT INDUSTRIAL (PDI) ZONE, AND ADOPTING FINDINGS AND CONDITIONS APPROVING A STAGE I MASTER PLAN FOR THREE INDUSTRIAL/FLEX BUILDINGS TOTALING APPROXIMATELY 96,000 SQUARE FEET. THE SUBJECT SITE IS LOCATED ON TAX LOTS 300 AND 500 OF SECTION 14A, TOWNSHIP 3 SOUTH, RANGE 1 WEST, CLACKAMAS COUNTY, OREGON. GAVIN RUSSELL, CIDA ARCHITECTS & ENGINEERS – REPRESENTATIVE FOR DAVID NICOLI, NICOLI PACIFIC LLC – OWNER.

WHEREAS, an application, together with planning exhibits for the above-captioned development, has been submitted in accordance with the procedures set forth in Section 4.008 of the Wilsonville Code, and

WHEREAS, the Planning Staff has prepared the staff report on the above-captioned subject dated May 6, 2019, and

WHEREAS, said planning exhibits and staff report were duly considered by the Development Review Board Panel A at a scheduled meeting conducted on May 13, 2019, at which time exhibits, together with findings and public testimony were entered into the public record, and

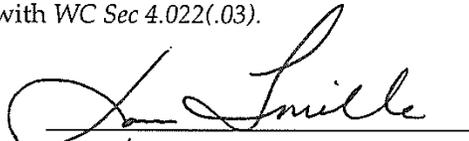
WHEREAS, the Development Review Board considered the subject and the recommendations contained in the staff report, and

WHEREAS, interested parties, if any, have had an opportunity to be heard on the subject.

NOW, THEREFORE, BE IT RESOLVED that the Development Review Board of the City of Wilsonville does hereby adopt the staff report dated May 6, 2019, attached hereto as Exhibit A1, with findings and recommendations contained therein, and authorizes the Planning Director to issue permits consistent with said recommendations for:

DB19-0004 and DB19-0005; Zone Map Amendment, and Stage I Master Plan.

ADOPTED by the Development Review Board of the City of Wilsonville at a regular meeting thereof this 13th day of May, 2019 and filed with the Planning Administrative Assistant on May 14, 2019. This resolution is final on the 15th calendar day after the postmarked date of the written notice of decision per WC Sec 4.022(.09) unless appealed per WC Sec 4.022(.02) or called up for review by the council in accordance with WC Sec 4.022(.03).



Joanne Linville, Chair - Panel A
Wilsonville Development Review Board

Attest:



Shelley White, Planning Administrative Assistant