

City of Wilsonville

City Council Meeting

August 19, 2019



AGENDA

**WILSONVILLE CITY COUNCIL MEETING
AUGUST 19, 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** [25 min.]
A. Pursuant to: ORS 192.660 (2)(e) Real Property Transactions
ORS 192.660(2)(f) Exempt Public Records
ORS 192.660(2)(h) Legal Counsel / Litigation
- 5:25 P.M. REVIEW OF AGENDA AND ITEMS ON CONSENT** [5 min.]
- 5:30 P.M. COUNCILORS' CONCERNS** [5 min.]
- 5:35 P.M. PRE-COUNCIL WORK SESSION**
- A. Construction Contract with Stettler Supply & Construction for the Gesellschaft Well Facility Rehab and Upgrades (Palmer) [5 min.]
 - B. Project 2020 Census (Sarah Bushore) [30 min.]
 - C. I-5 Monument Sign Retrofit Project (Neamtzu) [20 min.]
 - D. City Council Work Plan 2019-21 (Cosgrove) [5 min]
- 6:35 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, August 19, 2019 at City Hall. Legislative matters must have been filed in the office of the City Recorder by 10 a.m. on August 6, 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. COMMUNICATIONS

- A. 2019 Legislative Session Update: Representative Courtney Neron Wilsonville (House District 26)

7:20 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.

7:25 P.M. MAYOR'S BUSINESS

- A. Upcoming Meetings

7:25 P.M. COUNCILOR COMMENTS

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

7:25 P.M. CONSENT AGENDA

A. **Resolution No. 2769**

A Resolution Of The City Of Wilsonville Acting In Its Capacity As The Local Contract Review Board Authorizing The City Manager To Execute A Construction Contract With Stettler Supply & Construction For Construction Of The Gesellschaft Well Facility Rehab And Upgrades Project. (Palmer)

- B. Minutes of the December 3, 2018; December 17, 2018; January 7, 2019, March 4, 2019 and March 18, 2019 Council Meetings. (Veliz)

7:30 P.M. NEW BUSINESS

- A. Council Candidate Interviews

10:00 P.M. CITY MANAGER'S BUSINESS

10:05 P.M. LEGAL BUSINESS

10:10 P.M. ADJOURN

INFORMATION ITEMS – No Council Action Necessary.

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.

The Road to 2020 **and the** **City of Wilsonville**

Sarah Bushore
Partnership Specialist
US Census Bureau
August 2019

Why We Do a Census

- Article 1, Section 2 of the US Constitution
The actual Enumeration shall be made within three Years after the first Meeting of the Congress of the United States, and within every subsequent Term of ten Years, in such Manner as they shall by Law direct.
- Key Purpose is Apportioning the 435 seats belonging to the US House of Representatives.

2016 Funding

- Total funding to all 50 states - \$883 Billion
- **Oregon's Share - \$13.5 Billion**
- Oregon's per capita estimate - \$3,200

2020 Census Goal



Our Challenge:

- By September 2020, throughout the U.S., we will count approximately 330 million people living in 140 million housing units in order to obtain a complete and accurate count.
- In Oregon, using July 2018 estimates, we expect there are 4.2 million people living in 1.8 million housing units that will need to be counted.
- In the City of Wilsonville, there are approximately 22,789 living in 9,562 housing units (2017 ACS).

New Ability to Self Respond Starting March 12, 2020

- Internet
- Phone
- Paper



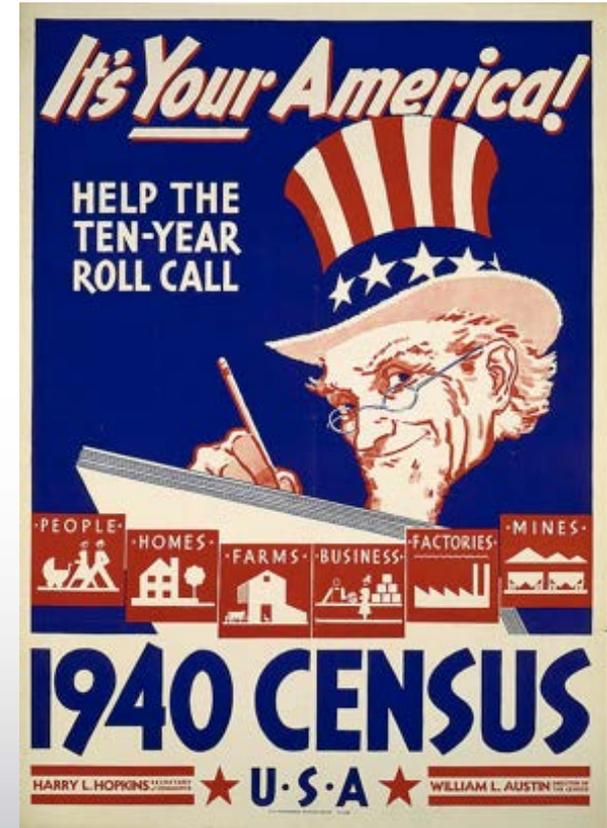
Or traditional in-person interview

Languages

Internet Self-Response	Paper Form	Questionnaire Help	Enumerators, Mailed Items	Language Card and Guides
English Spanish Chinese (Simp.) Vietnamese Korean Russian Arabic Tagalog Polish French Haitian Creole Portuguese Japanese	English Spanish	13 languages Plus TDD	English Spanish	59 languages Plus ASL Plus Braille Plus Large Print

What Do We Ask?

1. Address
2. Phone Number
3. Count of Each Person At That Address
4. Name
5. Gender
6. Age and Date of Birth
7. Race
8. Hispanic, Latino or Spanish Origin
9. Whether Someone Lives Somewhere Else
10. Relationship



Private and Confidential

- Only aggregate data reported
- Prohibited by law from releasing personal information to any person or organization
USC Title 13
- Life-time oath by all Census Bureau employees
- Penalties for wrongful disclosure: Up to 5 years imprisonment and/or a fine of \$250,000



Hard-to-Count Populations

- Seniors
- Children younger than 5
- Renters
- Homeless
- Migrant workers
- Foreign-born/Immigrants
- Internet issues

Seniors Those 62 or Older

3,880 17%

Issues:

- Physical Isolation
- Mental Health
- Feeling they don't matter
- Access or ability to use the internet

Children Under the Age of Five

1,611 7.1%

Issues:

- Split Custody
- Children living in age restricted housing
- Byproduct of parents not responding

Renters

Renters 55.7% Owners 44.3%

Issues:

- More Transient/Frequent Movers
- Less Community Involvement?
- Apathy?

The Homeless Count

In Clackamas County, using Point in Time (PIT) statistics of individuals living in sheltered and non-sheltered environments .

2017 - 497 2015 - 494

Using 2010 Census data, there were 22 homeless individuals living in Clackamas County and 3,024 in Oregon.

Migrant Workers Clackamas County

Using OSU info from June 2018, they estimate there were 2,062 individuals working in migrant jobs throughout Clackamas County and 28,940 living in Oregon in 2017.

This figure does not include family members who may accompany the worker.

Foreign Born Residents

<i>Naturalized Residents</i>	694
Not a US Citizen	1,283
Total Foreign Born	1,977

Issues:

- Language
- Fear
- Unaware of Constitutional Requirement

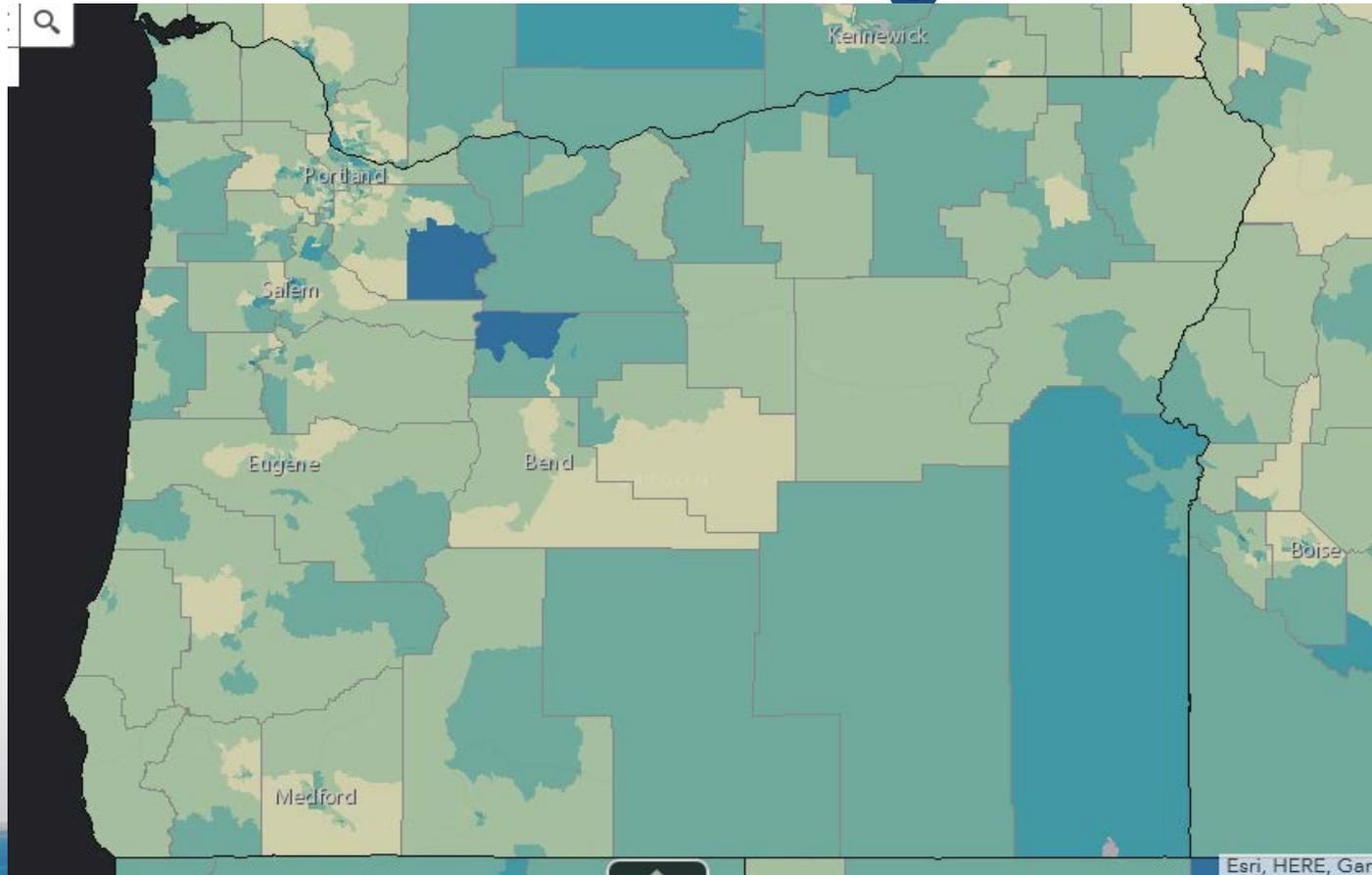
Internet Concerns

2020 marks the first time internet and phone options are available for self-reporting.

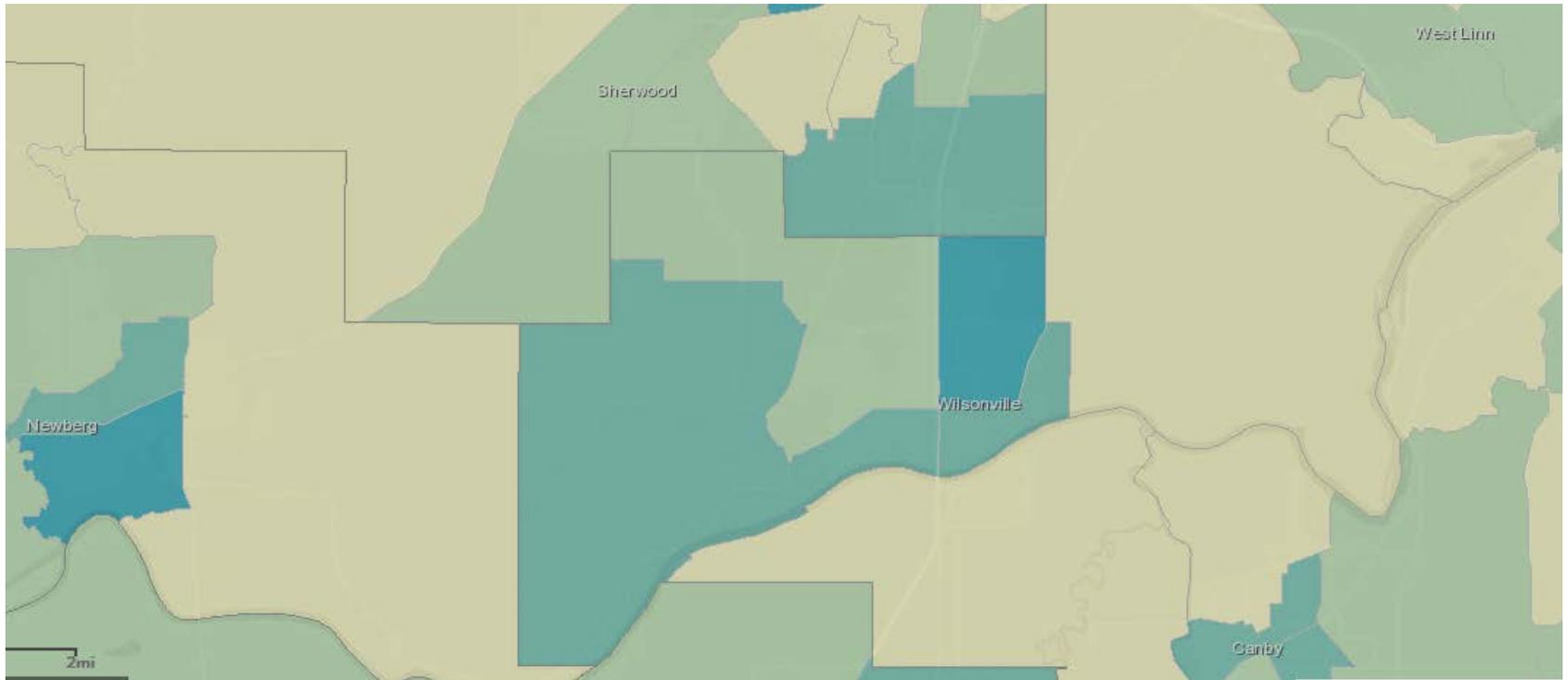
Issues:

- Familiarity
- Accessibility
- System Security
- Trust with information

State of Oregon



City of Wilsonville



Hard-to-Count Populations

- Seniors
- Children younger than 5
- Renters
- Homeless
- Migrant workers
- Foreign-born/Immigrants
- Internet issues

Oregon Partnership Specialists

Purpose: Increase participation in the 2020 Census of those who are less likely to respond or are often missed.

- **Educate** people about the 2020 Census and foster cooperation with enumerators
- **Encourage** community partners to motivate people to self-respond
- **Engage** grass roots organizations to reach out to hard to count groups and those who aren't motivated to respond to the national campaign

Complete Count Committees

- Purpose is to identify, educate and enumerate the Hard-To-Count community.
- Tribal, state and local governments work together with partners in their communities to form CCCs to promote the 2020 Census to their constituents. Community-based organizations also establish CCCs that reach out to their members.

- Committee members are experts in the following areas:

Government

Media

Workforce development

Business

Education

Community Organizations

Faith-Based Community

Other, Based on Needs

Recruiting

CLACKAMAS COUNTY OREGON



EARN ADDITIONAL INCOME & HELP YOUR COMMUNITY

United States Census 2020 **APPLY ONLINE!** The U.S. Census Bureau is an Equal Opportunity Employer.
2020census.gov/jobs

2020 Census Supervisory & Non-Supervisory Positions Available in Clackamas County, OR

Enumerators \$18.00/hr. – paid training at \$16.00/hr.
Census Field Supervisors - \$20.00/hr.– paid training at \$18.00/hr.

Earn extra income while helping your community.
The U.S. Census Bureau is recruiting thousands of people across the country to assist with the 2020 Census count.

Job Details
We are hiring for a variety of temporary jobs, including census takers, and supervisory staff. To be eligible, you must be at least 18 years old, have a valid Social Security number, and be a U.S. citizen.

How to Apply
Candidates must complete an online job application. The application includes assessment questions about your education, work, and other experience. www.2020census.gov/jobs

Additional advantages
One (1) application covers all our positions, saving you time and effort to find the perfect fit.
If you can work a smart phone, you can do this job.
Hiring this winter and again in the summer of 2019
Working with the 2020 Census is a flexible job that you can fit in with your existing commitments.
It's a perfect way to supplement your income while making history!
Qualifying is easy, no special education or experience required. No resume!
Application process takes about 20 minutes to complete.

Apply Today!
2020census.gov/jobs
Federal Relay Service: (800) 877-8339 TTY / ASCII
www.gsa.gov/fedrelay

Thank you.

Sarah Bushore
Partnership Specialist
U.S. Census Bureau
sarah.m.bushore@2020census.gov
(971) 409-9250



**CITY COUNCIL MEETING
STAFF REPORT**

<p>Meeting Date: August 19, 2019</p>	<p>Subject: I-5 Monument Sign Retrofit Project</p> <p>Staff Member: Chris Neamtzu AICP, Community Development Director</p> <p>Department: Community Development</p>	
<p>Action Required</p>	<p>Advisory Board/Commission Recommendation</p>	
<p> <input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1st Reading Date: <input type="checkbox"/> Ordinance 2nd 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 </p>	<p> <input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable </p> <p>Comments: N/A</p>	
<p>Staff Recommendation: Staff recommends that Council conduct the work session and provide staff with direction on the preferred design for the I-5 monument sign retrofit project.</p>		
<p>Recommended Language for Motion: N/A</p>		
<p>Project / Issue Relates To:</p>		
<p><input checked="" type="checkbox"/> Council Goals/Priorities</p>	<p><input checked="" type="checkbox"/> Adopted Master Plan(s) Citywide Signage and Wayfinding Plan (2019).</p>	<p><input type="checkbox"/> Not Applicable</p>

ISSUE BEFORE COUNCIL:

As part of the first phase of implementation of the citywide signage and wayfinding plan, Staff has had two designs prepared of the I-5 monuments for the Council’s consideration.

EXECUTIVE SUMMARY:

In March, the Citywide Signage and Wayfinding Plan was adopted by the City Council. As part of adoption, Council directed the installation of the first phase of signs, which included up to six kiosks as well as a refresh of the two existing I-5 monument signs.

The existing I-5 monuments were constructed about 20 years ago as part of the I-5 interchange reconstruction. With the adoption of a new city logo and associated font and color palette, the goal is to refresh the existing monuments in a cost efficient manner utilizing the elements of the new logo and color palette as well as complimenting the signage plan. The signage plan contains drawings depicting what would amount to a complete reconstruction of the I-5 signs with the ledgestone and corten steel materials. With a proposed cost of over \$50,000 each, it was determined that a retrofit of the existing structures would be a better approach.

The two designs differ in color and material. The first proposal is to maintain the concrete appearance of the existing signs while utilizing the navy blue color from the logo color palate with the “Wilsonville” font, adding “Welcome to” across the top. This look provides a clean, classic appearance.

The second proposal is to paint the backdrop of the sign satin black utilizing a stainless or silver letter providing contrast. The font is in the same “Wilsonville” style with “Welcome to” across the top. This proposal is bolder, but still provides a clean modern look.

In both cases, new directional signs would be installed on the brick columns with directional arrows pointing to primary destinations on both sides of the freeway. To the west, Old Town, Graham Oaks Nature Park and the Transit Center are highlighted. To the east, Town Center, Memorial Park and Wilsonville High School are highlighted. Staff welcomes input on the destinations for the signs.

The purpose of the work session is to review the two alternate designs for the retrofit, and select one to be implemented.

EXPECTED RESULTS:

Refreshed monuments will result in a modern, contemporary feel, with improved directional signage assisting visitors to the community.

TIMELINE:

Direction by the Council at the work session will result in installation of the refresh in the fall of 2019.

CURRENT YEAR BUDGET IMPACTS:

The recently adopted FY 19-20 budget contains resources for this project. The proposed retrofit cost estimate is just under \$7,000 per sign.

FINANCIAL REVIEW / COMMENT:

Reviewed by: CAR Date: 8/8/2019

LEGAL REVIEW / COMMENT:

Reviewed by: BAJ Date: 8/14/2019

COMMUNITY INVOLVEMENT PROCESS:

There was a public process conducted as part of the adoption of the Citywide Signage and Wayfinding Plan that included a stakeholder advisory group, an on-line survey, project web page and public hearings before both the Planning Commission and City Council.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

Modernizing the I-5 signs will be a benefit to the community, providing a new fresh look, while providing visitors with directional information.

ALTERNATIVES:

Two alternatives have been prepared for the Council's consideration. Additional alternatives could be prepared; alternatively, the Council could choose to do nothing.

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

- A. I-5 Monument Retrofit Alternatives

EXTERIOR | PHOTO OVERLAY / OLD TOWN / COLOR OPTION:1



[A] OLD TOWN MONUMENT / EXISTING



PROPOSED

A | OLD TOWN MONUMENT EXTERIOR ELEVATION
Scale: 1/4" = 1'-0"

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INTERNATIONAL SIGN ASSOCIATION WSA NORTHWEST SIGN COUNCIL

Account Manager: Ed Mercer

Project Name

CITY OF Wilsonville

29799 Town Center, Loop E, Wilsonville, OR 97070

COLORS + MATERIALS

CITY CODE ALLOWANCE

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This sign is intended to be installed in accordance with the requirements of Article 699 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of this sign.

Date: 07.12.2019

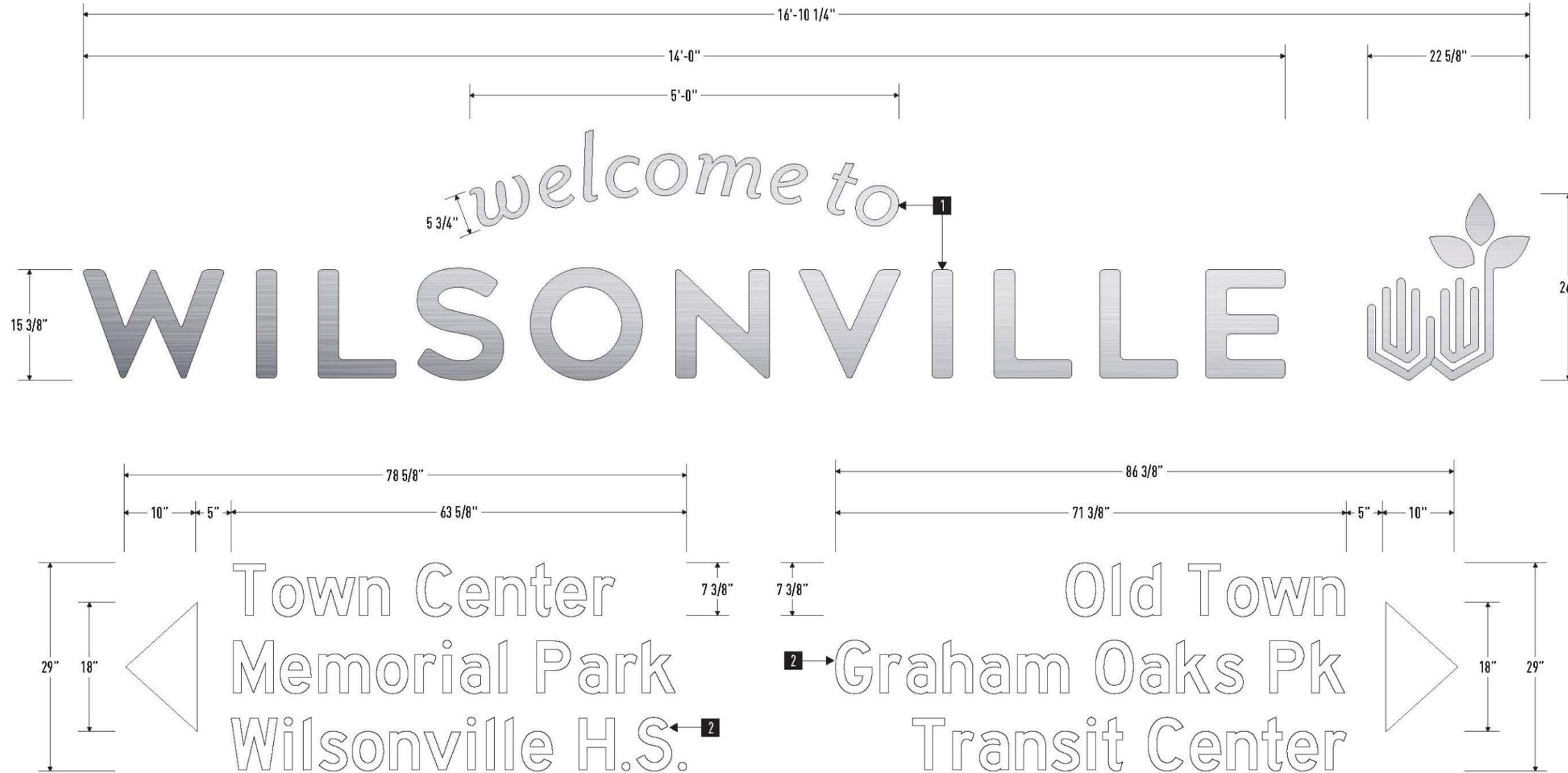
Drawing: 19-jw147r4

Sheet: 1 of 8

Client Approval: _____

Landlord Approval: _____

EXTERIOR | MONUMENT FCO'S / OLD TOWN / COLOR OPTION:1



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Project Name

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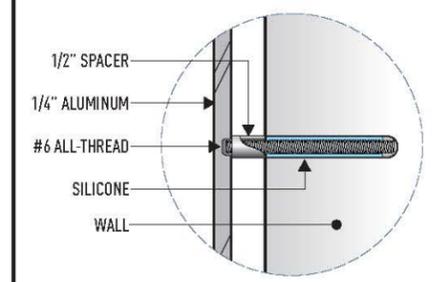
29799 Town Center, Loop E, Wilsonville, OR 97070

Sign Type A - OPT.1
Non-Illuminated.
Remove & discard existing FCO's.
Manufacture and install one (1) set of FCO's for exiting S/F monument display. Paint concrete area MP Satin Black, in field, as shown.

1 WELCOME TO WILSONVILLE + LOGO
Construction: routed FCOs
Material: 1/4" brushed aluminum, horizontal grain
'Welcome to' Font: Ms Eaves Sans OT Reg Italic
'WILSONVILLE' Font: Geometos Rounded

2 SECONDARY MESSAGES
Construction: routed FCOs
Material: 1/4" aluminum painted MP Satin White
Font: Highway Gothic

3 INSTALLATION
Wall Type: Concrete + Brick
Mounting: Stud mount with 1/2" spacers, aluminum finish, see attachment details



ATTACHMENT DETAIL

A DISPLAY DETAILS
Scale: 3/4" = 1'-0"

Client Approval: _____

Landlord Approval: _____

COLORS + MATERIALS BRUSHED ALUMINUM SATIN FINISH, HORIZONTAL GRAIN MATTHEWS PAINT SATIN WHITE MATTHEWS PAINT SATIN BLACK	CITY CODE ALLOWANCE	© Copyright 2019 SecuritySigns, Inc. All Rights Reserved. No unauthorized reproduction, or display shall render the infringer liable for up to \$150,000 in Statutory Damages, plus attorney fees and costs, for each infringement, under the U.S. Copyright Act (17 U.S.C. 412 & 504)	This sign is intended to be installed in accordance with the requirements of Article 609 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of this sign.	Date: 07.12.2019	Drawing: 19-jw147r4	Sheet: 2 of 8
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EXTERIOR | PHOTO OVERLAY / OLD TOWN / COLOR OPTION:2



[A] OLD TOWN MONUMENT / EXISTING



PROPOSED

A | OLD TOWN MONUMENT EXTERIOR ELEVATION
Scale: 1/4" = 1'-0"

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INTERNATIONAL SIGN ASSOCIATION WSA NORTHWEST SIGN COUNCIL

Account Manager: Ed Mercer

Project Name

CITY OF Wilsonville

29799 Town Center, Loop E, Wilsonville, OR 97070

COLORS + MATERIALS

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Date: 07.12.2019

Drawing: 19-jw147r4

Sheet: 3 of 8

Client Approval: _____

Landlord Approval: _____

EXTERIOR | MONUMENT FCO'S / OLD TOWN / COLOR OPTION:2



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Account Manager: Ed Mercer

Project Name

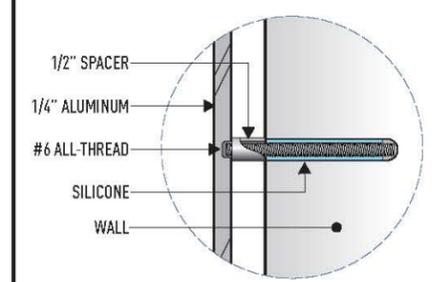
CITY OF Wilsonville
29799 Town Center, Loop E, Wilsonville, OR 97070

Sign Type A - OPT.2
Non-Illuminated.
Remove & discard existing FCO's.
Manufacture and install one (1) set of FCO's for existing S/F monument display. Paint sign area to match concrete [verify], in field, as shown.

1 WELCOME TO WILSONVILLE + LOGO
Construction: routed FCOs
Material: 1/4" aluminum painted MP Wilsonville Navy [PMS 7463C], satin finish
'Welcome to' Font: Ms Eaves Sans OT Reg Italic
'WILSONVILLE' Font: Geometos Rounded

2 SECONDARY MESSAGES
Construction: routed FCOs
Material: 1/4" aluminum painted MP Satin White
Font: Highway Gothic

3 INSTALLATION
Wall Type: Concrete + Brick
Mounting: Stud mount with 1/2" spacers, aluminum finish, see attachment details



ATTACHMENT DETAIL

B DISPLAY DETAILS
Scale: 3/4" = 1'-0"

Client Approval: _____

Landlord Approval: _____

COLORS + MATERIALS	MP WILSONVILLE NAVY PMS 7463 C SATIN FINISH	MATTHEWS PAINT SATIN WHITE	MATTHEWS PAINT CONCRETE GREY TO MATCH MONUMENT [VERIFY]	CITY CODE ALLOWANCE	© Copyright 2019 SecuritySigns, Inc. All Rights Reserved. Not authorized for reproduction, distribution, or display without the prior written consent of SecuritySigns, Inc. or its affiliates. Infringement is liable for up to \$150,000 in Statutory Damages, plus attorney fees and costs, for each infringement, under the U.S. Copyright Act (17 U.S.C. 412 & 504).	This sign is intended to be installed in accordance with the requirements of Article 609 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of this sign.	Date: 07.12.2019	Drawing: 19-jw147r4	Sheet: 4 of 8

EXTERIOR | SIGN LOCATION PLAN



SITE PLAN
Scale: NTS




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Account Manager: Ed Mercer

Project Name


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Client Approval: _____

Landlord Approval: _____

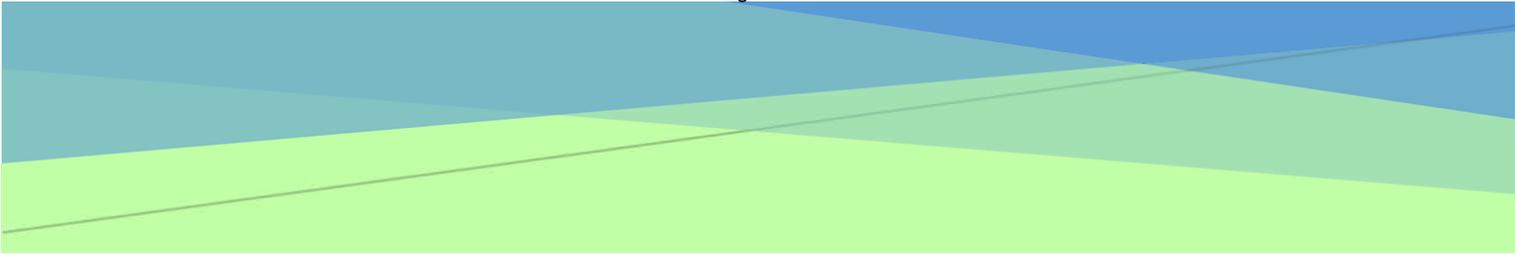
COLORS + MATERIALS

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Date:	Drawing:	Sheet:
07.12.2019	19-jw147r4	9 of 8



WILSONVILLE
OREGON

CITY COUNCIL WORK PLAN

2019-21

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A.

B. Organizational Excellence and Continuous Improvement

1. Complete Kinder Morgan Pipeline Safety Enhancements	
Department: Staff Champion	Legal: Jacobson
Expected accomplishments	<input type="checkbox"/> Hold emergency response training in Wilsonville- Complete <input type="checkbox"/> Hold Town Hall for citizens to learn more about pipe line and raise issues of concern-Complete <input type="checkbox"/> Share confidential pipeline information for review by key water plant staff-Complete <input type="checkbox"/> Complete the safety improvements (shut off valve) on the south side of the River. Development application has been made. Construction of new secure enclosure and installation of valves to occur in August 2019.
Process & Timeline	Complete before the end of 2019.
Success & Outcomes	Installation of an automatic shut off valve.
2. Complete the preliminary work necessary to solicit bids on Phase 1 of the Boones Ferry/Brown Road project ('Old Town Escape' – 5 th to Kinsman project)	
Department: Staff Champion	Community Development/ Engineering: Weigel
Expected accomplishments	Complete the needed preliminary work for Phase 1 of this project.
Process & Timeline	<input type="checkbox"/> Evaluating budget <ul style="list-style-type: none"> • Update to City Council to provide clarification on the project (Q3 2019) • Looking to get ROW donated to increase contingency <input type="checkbox"/> ROW acquisition- start Fall 2019 and complete Q1/Q2 2020 <input type="checkbox"/> Out to bid Q2/Q3 2020
Success & Outcomes	Solicit for bids to complete the needed preliminary work for Phase 1 of this project.

3. Implement the Town Center Master Plan

Department: Staff Champion	Community Development / Planning: Rybold, Bateschell Community Development / Economic Development: Vance
Expected accomplishments	Implement the Town Center Plan
Process & Timeline	<ul style="list-style-type: none"> <input type="checkbox"/> Review the short term actions and scope near term action items <input type="checkbox"/> Initial near term action items (FY 19-20, 20-21) <ul style="list-style-type: none"> • Infrastructure Investment Planning • TSP update (integrate new CIP projects), Adoption Q2 2020 (Rybold) <ul style="list-style-type: none"> ▪ Infrastructure Finance Plan : Urban Renewal Study : SDC list update (Q4 2020) (Planning, Engineering, Finance, Vance, consultant) • Street scape plan (consultant to prepare plan) <ul style="list-style-type: none"> ▪ Adoption Q4 2020 (Rybold) ▪ Design (street lights, street, benches, trash cans) ▪ Consultant to be selected for this work ▪ Coordinate with Urban Forestry Management Plan in Town Center (Rappold: Consultant) • Work to update CC&Rs <ul style="list-style-type: none"> ▪ Adoption Q4 2019 ▪ Bateschell to track (Guile-Hinman to assist) ▪ Modify CC&R to reflect Town Center Plan • Work toward Public Private Partnerships <ul style="list-style-type: none"> ▪ Ongoing relationship building and matchmaking with property owners and developers, quarterly calls/meetings, and annual events as identified ▪ Infrastructure Finance Plan (see above) ▪ Marketing plan (Q1 2020), includes Development Opportunity site analysis with visualizations, opportunity zone information, 3D renderings of Main Street, public investment information, and existing property acquisition: lease: redevelopment opportunities. • Food truck code analysis : best practices <ul style="list-style-type: none"> ▪ Planning Commission, then City Council ▪ Awaiting staff to assign this project – Assistant Planner: Rybold (Q3 2020)
Success & Outcomes	Complete these items to implement the Town Center Plan.

4. Implement the Signage & Wayfinding Program

Department: Staff Champion	Community Development: Neamtzu
Expected accomplishments	Annually implement the Signage and Wayfinding Plan Action plan based on the adopted Wayfinding Plan.
Process & Timeline	<input type="checkbox"/> Implement the action plan annually based on allocated budgets and the phasing plan. <input type="checkbox"/> Install the six kiosks by end of the year <ul style="list-style-type: none"> • Site analysis and site visit is being completed (updates to be provided in the work plan). • Staff will do short term check ins at City Council Work Session: <input type="checkbox"/> I-5 monuments <ul style="list-style-type: none"> • Designs are being prepared. • Late summer (Q3 2019) – discussion with City Council to select the design for the I-5 monument <input type="checkbox"/> Funding and priorities for Wayfinding implementation to be discussed when staff has information to share (year 1)
Success & Outcomes	Implement the Signage and Wayfinding overtime as the budget allows.

5. Implement the Street Tree Replacement Program

Department: Staff Champion	Public Works: Kerber
Expected accomplishments	The proposed Street Tree Replacement/In-fill Program could plant up to 100 new street trees , aiding in promoting a healthy urban forest.
Process & Timeline	<input type="checkbox"/> Q2 2019 - Sign agreement with Friends of Trees <input type="checkbox"/> Q3 2019 – Start program at beginning of FY 19/20 <input type="checkbox"/> Q3 2019 – Identify locations and contact citizens <ul style="list-style-type: none"> • Validate suitability of the planting area • Work with property owners on tree species (from preferred list) • Organize planting-day event <input type="checkbox"/> Q4 2019- Q2 2020 - Plant trees and follow up with citizen on tree care <ul style="list-style-type: none"> • Coordinate activities on the day of event • Check on the tree a couple of times during the summer • Issue a tree care survey to the property owner • Send postcards to residents with watering reminder
Success & Outcomes	Improvement of the natural environment, Increase of shade areas and enhancement of neighborhood aesthetics

5. Implement the Street Tree Replacement Program

Department: Staff Champion	Administration: Ottenad
Expected accomplishments	Participate with local and state agencies Monitor legislative activity Provide updates to City Council
Process & Timeline	<input type="checkbox"/> Year-round activity that occurs periodically, generally when the Oregon legislature is in session or land-use EFU zoning-conversion application made to county. <input type="checkbox"/> Work to advance valid, updated Aurora State Airport master plan and related intergovernmental agreements for coordinated, inter-jurisdictional transportation and land-use planning.
Success & Outcomes	Proposed conversions of prime EFU lands to other zoning designations are carefully considered. New land-use protections for conservation of farm and forest lands advance.

6b Strive to make new City buildings LEED certified

Department: Staff Champion	Public Works: Kerber
Expected accomplishments	<input type="checkbox"/> Incorporate design features in new city facilities <input type="checkbox"/> Public Works Facility <input type="checkbox"/> Try to meet certification criteria (identify criteria met)
Process & Timeline	
Success & Outcomes	

6c Encourage civic involvement of youth

Department: Staff Champion	Administration: Monahan
Expected accomplishments	Identify ways to encourage and incorporate youth
Process & Timeline	Citizens academy outreach to High School –Q4 2019
Success & Outcomes	Increased youth involvement

6d Encourage clean industry business retention and expansion

Department: Community Development / Economic Development: Vance
Staff Champion

Expected accomplishments

- Industrial performance standards in the code
- Help businesses with increased recycling goals
- Staff providing a focus on clean energy

Process & Timeline

Success & Outcomes

6e Engage the community on important issues (Online Forums, Town Halls, etc.)

Department: Administration: Evans, Ottenad
Staff Champion Various – Issue Driven

Expected accomplishments

- Continued engagement on items such as;
 - French Prairie Bridge Design
 - Kinder Morgan Pipeline Shut Off Valve
 - Open houses – Road, Bike, and Pedestrian Projects
 - Town Center Plan, Coffee Creek employment area

Process & Timeline Ongoing efforts for public engagement by Community Development, Parks & Recreation and Administration. Current proposal to implement LetsTalkWilsonville.com for community feedback on proposed City projects and programs.

Success & Outcomes Community feels engaged on public affairs.

7a Build Garden Acres Road

Department: Community Development / Engineering: Weigel
Staff Champion

Expected accomplishments Build Garden Acres Road Project

Process & Timeline

- June 17, 2019 – Bid Award
- Q3 2019 - Construction kick off
- Project completion spring 2021

Success & Outcomes Complete the road project.

7.b Build Old Town Escape – See Goal A.2

C. Stewardship of the Environment and Natural Resources

1. Reduce, monitor, and report on the use of toxins by the City of Wilsonville	
Department: Staff Champion	Community Development / Natural Resources: Rappold
Expected accomplishments	<input type="checkbox"/> Report prepared and ready for public consumption Q4 2019 <input type="checkbox"/> Provide annual report to the City regarding our herbicide use: <ul style="list-style-type: none"> • What we do • What we use • Where herbicides are applied • How we are or will work to reduce toxins
Process & Timeline	<input type="checkbox"/> Provide an update to City Council (Q4 2019 before the report is released to the public) <input type="checkbox"/> Provide the report to the community (online & information to promote it in the BFM)
Success & Outcomes	Produce report annually <ul style="list-style-type: none"> • Monitor and work to reduce toxins. • Increase awareness about toxin use in the City.

D. Effective Governance and Regional Influence

1. Advocate for expanded travel choices in the I-5/WES Corridor	
Department: Staff Champion	SMART: Brashear, Hendrix
Expected accomplishments	Working with businesses and schools for van pool services. Expanded transit services are being evaluated and implemented as needed. Updates to be provided though quarterly updates.
Process & Timeline	
Success & Outcomes	

2. Advocate for advancing the I-5/Wilsonville Facility Plan to improve Boone Bridge traffic flow and seismic resilience

Department: Staff Champion	Administration: Ottenad
Expected accomplishments	<input type="checkbox"/> Continually evaluate and report on status updates: progress <input type="checkbox"/> Support state legislature to advance preliminary engineering <input type="checkbox"/> Federal – seek earmark for construction
Process & Timeline	<input type="checkbox"/> Lobby 2019 Oregon legislature to include ODOT ‘cost-to-complete’ study in “Christmas Tree Bill.” <input type="checkbox"/> Lobby Oregon Congressional Offices in May 2019 and May 2020 to include favorable policy provisions in reauthorization of surface transportation act.
Success & Outcomes	2019 House Bill 5050, “Christmas Tree Bill,” contained budget footnote directing ODOT to advance ‘cost-to-complete’ study and report back to legislature in February 2021. In August 2019, Oregon Transportation Commission approved \$300,000 to scope project.

3. Develop a process, timeline, and recommendation for Council Compensation

Department: Staff Champion	Administration: Cosgrove, Monahan
Expected accomplishments	<input type="checkbox"/> The proposed process and timeline are ready for council review when appropriate. <input type="checkbox"/> Recommendations to be developed and provided to City Council
Process & Timeline	YR 1 – City Council work session (TBD)
Success & Outcomes	Complete process and recommendations as directed by City Council.

E. Safe, Livable, and Engaged Community

1. Complete the Equitable Housing Study and develop affordable housing strategies	
Department: Staff Champion	Community Development / Planning: Rybold
Expected accomplishments	<input type="checkbox"/> Equitable housing strategic plan <ul style="list-style-type: none"> • Identify gaps in housing market, identify goals to close gap, six strategies will be identified • Identify the path for Planning Commission and City Council. • Track Progress
Process & Timeline	<input type="checkbox"/> Planning Commission – Q3 2019 and after there is a draft plan (Q4 2019/Q1 2020) <input type="checkbox"/> City Council – Q3/Q4 2019- updates and input on progress and prioritization of strategies <ul style="list-style-type: none"> • Q1 2020 – Draft Strategic Plan
Success & Outcomes	Complete project by Spring 2020

F. Thoughtful, Inclusive Built Environment

1. Research and explore new residential codes to accommodate electric vehicle charging	
Department: Staff Champion	Community Development / Building: Carlson
Expected accomplishments	<input type="checkbox"/> Research Electric Vehicle (EV) Ready code options <ul style="list-style-type: none"> • Governor's 2017 Executive Order • Statewide mandate - All new homes in Oregon to be EV ready beginning October 1, 2020 • State Building Codes Division is developing rules and building codes for EV ready
Process & Timeline	<input type="checkbox"/> Follow State regulations <input type="checkbox"/> Pre-installation of conduit and dedicated electrical breaker space for easier future installation of EV charging outlet and equipment. <input type="checkbox"/> Commercial/Multifamily code to be adopted in the Fall requiring parking structures to be EV ready. <input type="checkbox"/> Report back to City Council – Q3 2019
Success & Outcomes	Research code and provide options.

1. Research and explore new residential codes to accommodate electric vehicle charging

2.

Department: Staff Champion	Community Development / Planning: Pauly
Expected accomplishments	<input type="checkbox"/> Evaluate how the to meet the needs of today (eliminate/reduce the conflicts that are created) Carports, parking stalls, less garages – or parking only – no storage in counted parking stalls <input type="checkbox"/> Primarily residential (multi – family, high density single family) <input type="checkbox"/> Identify opportunities to modernize parking standards <input type="checkbox"/> Code Review
Process & Timeline	<input type="checkbox"/> White paper (developed by Angelo Planning) – November 2019 check in with Planning Commission (as a part of residential code discussion) <input type="checkbox"/> Report back to City Council Q1 2020 -to finalize parking element of Residential code <input type="checkbox"/> Complete Q1 2021 (Community engagement will be included)
Success & Outcomes	Modern parking code enhances desired development and reduces conflict with neighboring uses

3. Initiate dialogue with property owners along Arrowhead Creek to develop a long-term land-use and development strategy

Department: Staff Champion	Community Development / Planning: Pauly
Expected accomplishments	Meet with property owners to understand long term plans for the area – Collaborate to develop a plan
Process & Timeline	<input type="checkbox"/> Meet with Arrowhead Creek property owners <ul style="list-style-type: none"> • Long term aspirations <input type="checkbox"/> City Council Report – Q2- 2020
Success & Outcomes	Develop a report discussing the future of the area.

4. Develop funding strategies and a plan to construct the French Prairie Bridge	
Department: Staff Champion	Community Development / Engineering: Weigel
Expected accomplishments	<input type="checkbox"/> Strategy to fund the project
Process & Timeline	<input type="checkbox"/> Plan for the future of the project – <input type="checkbox"/> Preliminary design and cost are complete. <input type="checkbox"/> Funding analysis needs a funding source (\$50,000) to begin in Q2 2020 – Report back to City Council Q4 2020 <ul style="list-style-type: none"> • Funding types and strategy to be identified and a timeline to receive the funding will be identified
Success & Outcomes	Report with funding strategy (outside funding and options)

G. Strategic Economic Development and Community Prosperity

1. Create a Basalt Creek Master Plan (complete remaining items)	
Department: Staff Champion	Community Development / Planning: Bateschell
Expected accomplishments	Full implementation (Master Plan is not needed)
Process & Timeline	<input type="checkbox"/> Address issues related to FD20 zoning (Washington County zoning) <input type="checkbox"/> Memo or white paper to City Council (Q3 2019) <ul style="list-style-type: none"> • Work with Wash. Co. to update their zoning code to meet city standards when development occurs in the area (start conversation Fall 2019) <ul style="list-style-type: none"> ▪ Alternative – annex the area <input type="checkbox"/> Zoning and form based code application (craft industrial and high tech) <ul style="list-style-type: none"> • Evaluate code – review • Work session City Council (high level details) – early 2020 work session with City Council • Then discuss with Planning Commission to develop zoning: code language • Zoning code amendments <input type="checkbox"/> Infrastructure planning (Q1 2021) <ul style="list-style-type: none"> • Determine if additional analysis is needed based on the existing master plans • Develop infrastructure funding plan <input type="checkbox"/> Prepare for implementation of the plan.
Success & Outcomes	Basalt Creek be development ready and develops according to city plans

H. Arts, Culture and Community Amenities

1. Install interpretive signage for the Beauty and the Bridge and on mosaic architectural features; inventory all public art with interpretive recognition	
Department: Staff Champion	Administration: Monahan
Expected accomplishments	<input type="checkbox"/> Interpretive Display Signage for Beauty and the Bridge (Q4 2019) <input type="checkbox"/> Inventory all public art and provide interpretive recognition (Q4 2019)
Process & Timeline	<input type="checkbox"/> Finalize Beauty and the Bridge Interpretive Display (Q4 2019) <input type="checkbox"/> Arts Inventory (Q4 2019) <ul style="list-style-type: none"> • Public Works to assist with inventory of the art around town • Parks to assist with the inventory of art in the park • Identify the existing metal circles for rotating art • Develop interpretive recognition
Success & Outcomes	Install Beauty and the Bridge Interpretive Display Inventory public art Develop interpretive recognition

2. Explore the establishment of an Arts and Culture Commission based on the results of the Arts, Culture and Heritage Strategy study and develop a strategy to reinstitute the public-arts / sculpture program	
Department: Staff Champion	Administration: Ottenad
Expected accomplishments	<input type="checkbox"/> Research public-art and sculpture programs in other cities to add into the Arts, Culture and Heritage Strategy <input type="checkbox"/> Develop an updated plan or supplement to finalize the Arts and Culture plan <input type="checkbox"/> (develop Scope of Work and determine number of hours – Aug. 2019) <input type="checkbox"/> Evaluate existing boards and commissions to include the arts and culture duties or stand-alone committee. <input type="checkbox"/> The strategy should include the sculpture program
Process & Timeline	<input type="checkbox"/> Timeline and next steps for the Arts, Culture, and Heritage Strategy <ul style="list-style-type: none"> • Tourism Committee and Parks and Recreation plan to review • Q4 2019 Draft is complete • Q1 2020 City Council adoption <input type="checkbox"/> Outcomes of the recommendation will impact this goal <input type="checkbox"/> Identify the role of staff and the role of the community.
Success & Outcomes	

2. Explore the establishment of an Arts and Culture Commission based on the results of the Arts, Culture and Heritage Strategy study and develop a strategy to reinstitute the public-arts / sculpture program

3.

Department: Staff Champion	Administration: Ottenad Parks & Recreation: McCarty, Troha
Expected accomplishments	Q1/Q2 2020 evaluate goal based on the outcomes of Goal G.2.
Process & Timeline	
Success & Outcomes	

4. Build a safe kayak entry to the river

Department: Staff Champion	Parks & Recreation: McCarty
Expected accomplishments	<input type="checkbox"/> Kayak boat launch is included in the Memorial Park implementation plan. <ul style="list-style-type: none"> • What is the scope per master plan? Refinement and improved project description – Q3 2019 (update to City Council mid – September) • Is the cost estimate accurate? • Does the road need to be widened or paved? • Improve turn around at the end of the road
Process & Timeline	Parks and Recreation Board to meet with City Council. (Timeline will be developed from there.) Likely November 2020 ballot title.
Success & Outcomes	Build a safe Kayak entry to the river.

5. Site and fund a new community garden and continue efforts to promote more bee friendly habitat

Department: Staff Champion	Parks & Recreation: McCarty Community Development / Natural Resources: Rappold
Expected accomplishments	<input type="checkbox"/> Bee stewards ongoing – updates in the monthly City Manager report <input type="checkbox"/> Community garden – parks project for potential bond (timeline TBD) likely part of the November 2020 ballot title.

5. Site and fund a new community garden and continue efforts to promote more bee friendly habitat

Process & Timeline

Success & Outcomes Site and fund community garden as part of the parks bond
Continue to promote bee friendly habitat

6. Explore Parks Bond

Department: Staff Champion Parks & Recreation: McCarty

Expected accomplishments

- Process & Timeline**
- Project refinement to begin Q3 2019
 - Contract Needed – Q2 2019
 - Meeting: prioritization: cost estimate –(October/November)
 - Outreach to user group – form task force – geographically representative and interest groups
 - -Chair of Parks Board & Vice Chair, Council President, youth sports, soccer, Charbonneau, School District, river access, pickle ball, dog park, seniors, (4 meetings to kick off November 2019, January 2020, February 2020, finalize in March 2020)
 - Evans – assist with Marketing
 - Parks and Recreation meeting
 - City Council meeting – Task force to report and provide recommendation April 2020 and also inform about polling.
 - Identify types of project
 - Polling - hire consultant Feb/Mar 2020 (Polling to take place - May 2020)
 - Define Projects
 - City Council Decision on projects and cost - June 2020
 - Community education - May: June 2020
 - Secretary of State review and approval - June 2020
 - City Council to approve ballot title - July 2020
 - Ballot title due July/Aug 2020
 - Target November 2020 ballot title

Success & Outcomes Determine parks bond amount and project list. Receive City Council approval of the ballot title by August 2020.

I. Expand and Maintain High Quality Infrastructure

1. Complete conceptual design and funding plan for a new, consolidated Public Works Facility	
Department: Staff Champion	Public Works: Kerber
Expected accomplishments	<ul style="list-style-type: none"> <input type="checkbox"/> Reconstruct the Public Works offices, yard, and warehouse functions into a new consolidated Public Works complex on designated property on Boberg Road. Currently, all three functions are housed separately from each other resulting in inefficient operations. Additionally, the existing warehouse and yard facilities are deficient in size and do not accommodate all the department's needs. <input type="checkbox"/> Develop a Master Plan for the Public Works Operations Complex through research and assessment of current and future needs. Perform a space analysis to ensure plan will accommodate various Public Works functions for the next 20 years. Identify sustainability opportunities in the development of the Public Works Operations Complex. Generate up to three concept designs for consideration and refine alternatives into a preferred option. Develop cost and phasing options for the preferred option and produce a financing plan for the final design and construction of the complex.
Process & Timeline	<ul style="list-style-type: none"> <input type="checkbox"/> Q2/Q3 2019 – Develop and refine conceptual plans and cost estimates. Create phasing plan and determining financing options. <input type="checkbox"/> Q3 2019 - Present preferred alternative along with financing plan to Council
Success & Outcomes	<ul style="list-style-type: none"> <input type="checkbox"/> A successful Public Works Complex project will: <ul style="list-style-type: none"> • Address the current and future needs of the Public Works Department • Improve efficiency through consolidation, organization, and layout • Provide adequate shop space, office space, meeting rooms, breakrooms, locker and shower areas, vehicles, equipment and materials storage, disposal areas and parking. • Incorporate sustainability and green energy technology • Follow all City and State requirements • Meet category IV seismic standards • Provide information for funding decisions and project timing

2. Obtain boundary adjustment for SMART to align with the City limits

Department: Staff Champion	SMART: Brashear
Expected accomplishments	SMART to work with TriMet to adjust the SMART service boundaries to be consistent with the City limits
Process & Timeline	<input type="checkbox"/> Options and analysis for City Council consideration Q1/Q2 2020 <input type="checkbox"/> Letter being drafted by staff <input type="checkbox"/> Further direction from City Council will identify the next steps <input type="checkbox"/> Discussions to continue as needed. <input type="checkbox"/> Report back to City Council when there are updates to share on progress.
Success & Outcomes	Update the SMART Transit service boundary

3. Develop strategies for building the I-5 Bike/Pedestrian Bridge to Town Center

Department: Staff Champion	Community Development / Engineering: Weigel
Expected accomplishments	<input type="checkbox"/> Design of the bridge and gateway plaza – <ul style="list-style-type: none"> • Contract for design and acquisition in Q3 2019 • Feedback from Planning Commission or City Council on design • Design required to be complete in Q3 2021 per Metro.
Process & Timeline	<input type="checkbox"/> Fall 2020 - Consultant team <input type="checkbox"/> Design will be complete 2021
Success & Outcomes	

CITY COUNCIL ROLLING SCHEDULE

Board and Commission Meetings 2019

Items known as of 08/12/19

August

DATE	DAY	TIME	EVENT	LOCATION
8/26	Monday	6:30 p.m.	DRB Panel B	Council Chambers
8/28	Wednesday	6:30 p.m.	Library Board	Library

September

DATE	DAY	TIME	EVENT	LOCATION
9/5	Thursday	7:00 p.m.	City Council Meeting	Council Chambers
9/9	Monday	6:30 p.m.	DRB Panel A	Council Chambers
9/11	Wednesday	6:00 p.m.	Planning Commission	Council Chambers
9/16	Monday	7:00 p.m.	City Council Meeting	Council Chambers
9/23	Monday	6:30 p.m.	DRB Panel B	Council Chambers
9/25	Wednesday	6:30 p.m.	Library Board	Library

Community Events:

- 8/23** Movies in the Park at Memorial Park River Shelter, 9:00 p.m.
- 8/27** History Pub at McMenamin's Old Church, 6:30 p.m. – 8:00 p.m.
- 8/31** Summer Reading Program Ends
- 9/2** City Offices Closed in Observance of Labor Day
- 9/4** Walk at Lunch meet at Edge Family Fitness 11:45 a.m.
- 9/11** Walk at Lunch meet at Mentor Graphics 11:45 a.m.
- 9/18** Walk at Lunch meet at Edward Jones Financial Services 11:45 a.m.
- 9/19** Town Hall with Rep. Courtney Neron at Wilsonville Library, 6:00 p.m. – 7:00 p.m.
- 9/24** History Pub at McMenamin's Old Church, 6:30 p.m. – 8:00 p.m.
- 9/25** Walk at Lunch meet at SMART Admin Offices 11:45 a.m.
- 9/28** Mexican Folk Dancing for Kids at Wilsonville Library, 10:30 a.m. – 11:30 a.m.
- 10/2** Walk at Lunch meet at Oregon Tech 11:45 a.m.
- 10/5** Mexican Folk Dancing for Kids at Wilsonville Library, 10:30 a.m. – 11:30 a.m.
- 10/14** Library closed for Staff In-service.

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: August 19, 2019		Subject: Resolution No. 2769 A Resolution of the City of Wilsonville Authorizing the City Manager to Execute a Construction Contract with Stettler Supply & Construction for the Gesellschaft Well Facility Rehab and Upgrades Project (Capital Improvement Project 1083)	
		Staff Member: Matt Palmer, P.E., Associate Engineer	
		Department: Community Development	
Action Required		Advisory Board/Commission Recommendation	
<input checked="" 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 checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input checked="" 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 Council adopt the Consent Agenda.			
Recommended Language for Motion: I move to approve the Consent Agenda.			
Project / Issue Relates To:			
<input checked="" type="checkbox"/> Council Goals/Priorities: Well-Maintained Infrastructure	<input checked="" type="checkbox"/> Adopted Master Plan(s): Water System Master Plan	<input type="checkbox"/> Not Applicable	

ISSUE BEFORE COUNCIL:

A City of Wilsonville resolution approving the public bid process, accepting the lowest, responsible bidder, and awarding a construction contract to Stettler Supply & Construction in the amount of \$293,935.00 for the construction of the Gesellschaft Well Facility Rehab and Upgrades project.

Resolution No. 2769 Staff Report

Page 1 of 3

EXECUTIVE SUMMARY:

The City owns and maintains eight potable groundwater wells that once supplied all of the City's drinking water. The City's 2012 Water System Master Plan identified that six of these groundwater wells should be maintained as backup supply for emergency situations, such as the Willamette River Water Treatment Plant (WRWTP) going offline.

The Gesellschaft Well Facility Rehab and Upgrades project, located along Meadows Loop near the intersection of Meadows Parkway (see Attachment A for Project Location Map), will rehabilitate and upgrade aging or outdated mechanical, electrical, and instrumentation components located at the Gesellschaft groundwater well facility. Improvements includes installation and/or construction of a magnetic flow meter, pressure gauges, air/pressure relief valves, pressure transducer, chlorine analyzer, soft start motor starter, remote telemetry unit with associated instrumentation and controls, diesel generator, and drainage structures and piping associated with the pump-to-waste system. The intent of these improvements is to ensure that the Gesellschaft well facility will be ready and on standby to serve drinking water to the residents of Wilsonville.

Request for Statement of Qualifications was advertised on June 10, 2019. The City received three (3) Statement of Qualifications by the June 26, 2019 deadline. All three contractors were prequalified to submit bids on the project.

The City received two (2) bids from prequalified bidders by the July 31, 2019 deadline (see Attachment B) of which Stettler Supply & Construction submitted the lowest, responsive bid at \$293,935.00.

EXPECTED RESULTS:

Rehabilitate and upgrade mechanical, electrical, and instrumentation components at the Gesellschaft well facility. These improvements will allow the Gesellschaft well facility to respond more quickly to emergency backup water situations.

TIMELINE:

Construction is expected to begin September 2019 with a final completion date scheduled for January 31, 2020.

CURRENT YEAR BUDGET IMPACTS:

The Gesellschaft Well Facility Rehab and Upgrades project (Project #1083) is funded through the Water Operating Fund. The approved FY2019-20 Wilsonville budget includes \$350,000.00 for construction of the Gesellschaft Well Facility improvements. The contract amount with Stettler Supply & Construction is \$293,935.00, which is under the budgeted amount by \$56,065.

FINANCIAL REVIEW / COMMENT:

Reviewed by: CAR Date: 8/12/2019

LEGAL REVIEW / COMMENT:

Reviewed by: BAJ Date: 8/14/2019

COMMUNITY INVOLVEMENT PROCESS:

An informational project website has been created on the City's website to communicate project related impacts and updates. Project information mailers are being prepared to communicate impacts to property owners directly adjacent to the well facility property. These mailers will include City staff contact and project website information.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

Completion of the project will further the Master Plan's goal of upgrading and retrofitting the City's potable groundwater wells. In the case of an emergency, these wells can be used to serve the City with clean drinking water.

ALTERNATIVES:

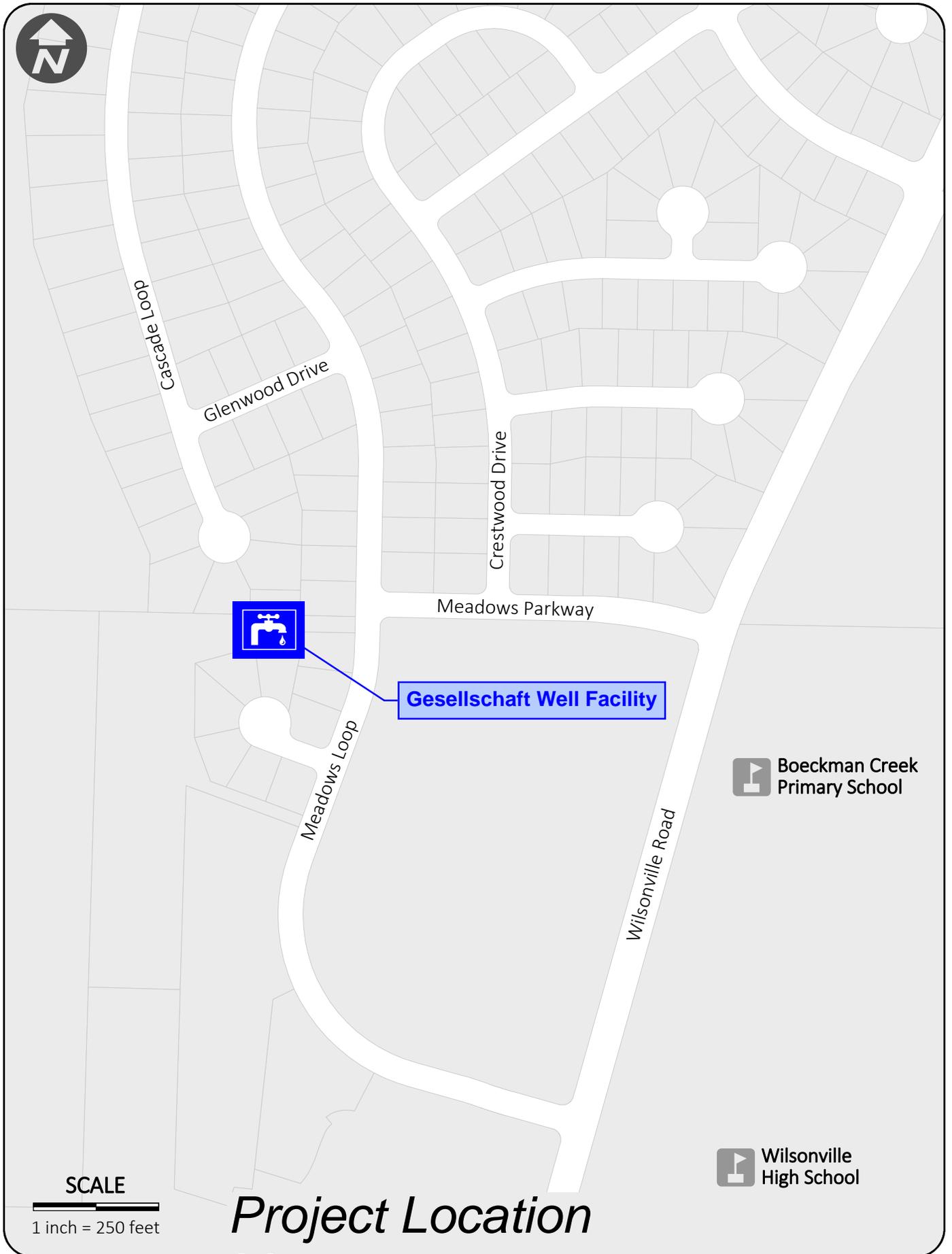
During the creation of 2012 Water System Master Plan, the City's consultant reviewed well conditions, water rights status, availability of standby power, water quality, and pump tests of the eight existing wells to prioritize which well facilities warrant upgrades and continued maintenance, and which ones should be considered for potential abandonment or conversion to non-potable (irrigation) use. Gesellschaft was determined to be maintained into the future and to remain part of the City's backup water supply because of these factors.

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

- A. Project Location Map
- B. Bid Summary
- C. Resolution No. 2769
 - 1. Gesellschaft Well Facility Rehab and Upgrades Construction Contract



Project Location

**BID SUMMARY**

Project: Gesellschaft Well Facility Rehab and Upgrades
File No: 16 07 003

CIP No: 1083
Bid Date: JULY 31, 2019 @ 2:00 PM

Order Opened	Bidder	Envelope Marked	Proposal Complete	Addenda	Proposal Signed	Bid Security Amount	Bid Security Type	First Tier Sub-Con.	Bid Amount	Rank
-	Engineer's Estimate								\$ 248,200.00	
1	P.C.R. Inc.	Y	Y	Y	Y	10%	Bond	Y	\$ 347,000.00	2
2	Stettler Supply & Construction	Y	Y	Y	Y	10%	Bond	Y	\$ 293,935.00	1

RESOLUTION NO. 2769

A RESOLUTION OF THE CITY OF WILSONVILLE ACTING IN ITS CAPACITY AS THE LOCAL CONTRACT REVIEW BOARD AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSTRUCTION CONTRACT WITH STETTLER SUPPLY & CONSTRUCTION FOR CONSTRUCTION OF THE GESELLSCHAFT WELL FACILITY REHAB AND UPGRADES PROJECT.

WHEREAS, the City has planned, designed, and budgeted for the completion of Capital Improvement Project #1083, known as the Gesellschaft Well Facility Rehab and Upgrades project (the Project); and

WHEREAS, the City solicited sealed bids from prequalified contractors for the Project that duly followed the State of Oregon Public Contracting Rules and the City of Wilsonville Municipal Code; and

WHEREAS, two bids were received and opened on July 31, 2019, and Stettler Supply & Construction submitted a bid of \$293,935.00 for the Project, which was subsequently evaluated as the lowest responsive and responsible bid.

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

Section 1. The procurement process for the Project duly followed Oregon Public Contracting Rules, and Stettler Supply & Construction submitted the lowest responsive and responsible bid.

Section 2. The City of Wilsonville acting as the Local Contract Review Board authorizes the City Manager to enter into and execute, on behalf of the City of Wilsonville, a Construction Contract with Stettler Supply & Construction for a stated value of \$293,935.00.

Section 3. This resolution is effective upon adoption.

ADOPTED by the Wilsonville City Council at a regular meeting there of this 19th day of August 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 Lehan

Councilor West

EXHIBIT:

1. Gesellschaft Well Facility Rehab and Upgrades Construction Contract

**CITY OF WILSONVILLE
CONSTRUCTION CONTRACT (CIP #1083)**

This Construction Contract (“Contract”) for the Gesellschaft Well Facility Rehab and Upgrades Project (“Project”) is made and entered into on this ____ day of August 2019 (“Effective Date”) by and between the **City of Wilsonville**, a municipal corporation of the State of Oregon (hereinafter referred to as the “City”), and **Stettler Supply Company**, an Oregon corporation, doing business as **Stettler Supply & Construction** (hereinafter referred to as “Contractor”).

RECITALS

WHEREAS, the City issued a formal Invitation to Bid for the Project described herein; and

WHEREAS, Contractor represents that Contractor is qualified to perform the services described in the Invitation to Bid on the basis of specialized experience and technical expertise; and

WHEREAS, after reviewing all bids submitted in accordance with the Invitation to Bid, the City has determined this Contract shall be awarded to Contractor; and

WHEREAS, Contractor is prepared to perform this Contract in accordance with all the terms and conditions as set forth below, as the City does hereinafter require.

NOW, THEREFORE, in consideration of these mutual promises and the terms and conditions set forth herein, the parties agree as follows:

AGREEMENT

Section 1. Contract Documents

This Contract includes and incorporates by reference all of the foregoing Recitals and all of the following additional “Contract Documents”: All Bid Packet Documents; all plans, drawings, and technical specifications, bound separately; General Conditions; Supplementary Conditions; and the provisions of Oregon Revised Statutes (ORS) 279C, as more particularly set forth in this Contract. Contractor must be familiar with all of the foregoing and comply with them. Any conflict or inconsistency between the Contract Documents shall be called to the attention of the City by Contractor before proceeding with affected work. All Contract Documents should be read in concert and Contractor is required to bring any perceived inconsistencies to the attention of the City before executing this Contract. In the event a provision of this Contract conflicts with standards or requirements contained in any of the foregoing Contract Documents, the provision that is more favorable to the City, as determined by the City, will apply.

Section 2. Term

The term of this Contract shall be from the Effective Date until all work required to be performed hereunder (“Work”) is completed and accepted, or no later than January 31, 2020, whichever occurs first, unless earlier terminated in accordance herewith or an extension of time is agreed to, in writing, by the City. Contractor shall diligently perform the Work according to the

requirements and deliverable dates identified in the Contract Documents. All Work must be at Substantial Completion by no later than December 31, 2019 and at Final Completion by January 31, 2020. See **Section 23** for the definitions of Substantial Completion and Final Completion.

Section 3. Contractor's Work

3.1. Contractor will perform the Work as more particularly described herein and in the other Contract Documents for the Project.

3.2. All written documents, drawings, and plans submitted by Contractor in conjunction with the Work shall bear the signature, stamp, or initials of Contractor's authorized Project Manager. Any documents submitted by Contractor that do not bear the signature, stamp, or initials of Contractor's authorized Project Manager, will not be relied upon by the City. Interpretation of plans and answers to questions regarding the Work given by Contractor's Project Manager may be verbal or in writing, and may be relied upon by the City, whether given verbally or in writing. If requested by the City to be in writing, Contractor's Project Manager will provide such written documentation.

3.3. The existence of this Contract between the City and Contractor shall not be construed as the City's promise or assurance that Contractor will be retained for future services beyond the Work described herein.

3.4. Contractor shall maintain the confidentiality of any confidential information that is exempt from disclosure under state or federal law to which Contractor may have access by reason of this Contract. Contractor warrants that Contractor's employees assigned to perform any of the Work provided in this Contract shall be clearly instructed to maintain this confidentiality. All agreements with respect to confidentiality shall survive the termination or expiration of this Contract.

Section 4. Contract Sum, Retainage, and Payment

4.1. Except as otherwise set forth in this **Section 4**, the City agrees to pay Contractor the fixed price of TWO HUNDRED NINETY-THREE THOUSAND NINE HUNDRED THIRTY-FIVE DOLLARS (\$293,935) for performance of the Work ("Contract Sum"). Any compensation in excess of the Contract Sum will require an express written Change Order between the City and Contractor.

4.2. During the course of Contractor's performance, if the City, through its Project Manager, specifically requests Contractor to provide additional services beyond the Work described in the Contract Documents, Contractor shall provide such additional services and bill the City a reasonable agreed upon fee, pursuant to a written Change Order, executed in compliance with the provisions of **Section 24**.

4.3. Contractor will be paid for Work for which an itemized invoice is received by the City within thirty (30) days of receipt, unless the City disputes such invoice, less a five percent (5%) withholding for retainage. Retainage shall be as outlined in the Contract Documents and as specified under ORS 279C.550 to 279C.570. If the City disputes an invoice, the undisputed

portion of the invoice will be paid by the City within the above timeframe, less the retainage. The City will set forth its reasons for the disputed claim amount and make good faith efforts to resolve the invoice dispute with Contractor as promptly as is reasonably possible. Final payment will be held until completion of the final walkthrough, as described in **Section 23**.

4.4. Except as provided in **Section 8.2**, the Contract Price includes the cost of all required fees payable to governmental agencies, including but not limited to plan checking, land use, zoning, and all other similar fees required to perform the Work on the Project.

4.5. The City will be responsible for the direct payment of required fees payable to governmental agencies, including but not limited to plan checking, land use, zoning, and all other similar fees resulting from this Project that are not specifically otherwise provided for in the Contract Documents.

4.6. Contractor's Contract Sum is all inclusive and includes, but is not limited to, all work-related costs, expenses, salaries or wages, plus fringe benefits and contributions, including payroll taxes, workers compensation insurance, liability insurance, profit, pension benefits, and all other contributions and benefits, office expenses, travel expenses, mileage, and all other indirect and overhead charges.

4.7. Contract provisions regarding payment policies, progress payments, interest, etc. are as outlined in the General and Supplementary Conditions and in ORS 279C.570.

Section 5. Prevailing Wages

This is a Contract for a Public Works Project, subject to ORS 279C.800 to 279C.870. Therefore, not less than the current applicable state prevailing wage must be paid on this Project. Wage rates for this project are those published by the Bureau of Labor and Industries (BOLI), effective January 1, 2019, and all subsequent amendments. The BOLI prevailing wage rate for public works contracts can be found at: http://www.oregon.gov/boli/WHD/PWR/Pages/pwr_state.aspx. Because this is a public works contract subject to payment of prevailing wages, each worker in each trade or occupation employed in the performance of the Work, either by Contractor, a subcontractor, or other person doing or contracting to do, or contracting for the whole or any part of the Work, must be paid not less than the applicable state prevailing wage for an hour's work in the same trade or occupation in the locality where such labor is performed, in accordance with ORS 279C.838 and 279C.840, if applicable. Contractor must comply with all public contracting wages required by law. Contractor and any subcontractor, or their sureties, shall file a certificate of rate of wage as required by ORS 279C.845. If the City determines at any time that the prevailing rate of wages has not been or is not being paid as required herein, it may retain from the moneys due to Contractor an amount sufficient to make up the difference between the wages actually paid and the prevailing rate of wages, and may also cancel the Contract for breach. Contractor shall be liable to the workers affected for failure to pay the required rate of wage, including all fringe benefits under ORS 279C.840(5). Contractor must include a contract provision in compliance with this paragraph in every subcontract and shall require each subcontractor to include it in subcontract(s).

See **Contractor's Responsibilities** below and other Contract Documents for additional requirements and responsibilities regarding compliance with wage and hour laws and regulations.

Section 6. Filing of Certified Statement

As required in ORS 279C.845(7), the City will retain twenty-five percent (25%) of any amount earned by Contractor under the Contract until Contractor has filed the certified statements required in ORS 279C.845(1). The City will pay to Contractor the amount withheld within fourteen (14) days after Contractor files the required certified statements. As required in ORS 279C.845(8), Contractor shall retain twenty-five percent (25%) of any amount earned by a first-tier subcontractor on the Project until the first-tier subcontractor has filed with the City the certified statements required in ORS 279C.845(1). Before paying any amount withheld, Contractor shall verify that the first-tier subcontractor has filed the certified statement. Within fourteen (14) days after the first-tier subcontractor files the required certified statement, Contractor shall pay the first-tier subcontractor any amount withheld. Contractor shall require all other sub-subcontractors to file certified statements regarding payment of prevailing wage rates with the City.

Section 7. Reports to Department of Revenue

When a public contract is awarded to a nonresident bidder and the contract price exceeds Ten Thousand Dollars (\$10,000), Contractor shall promptly report to the Department of Revenue, on forms to be provided by the Department, the total contract price, terms of payment, length of contract, and such other information as the Department may require, before the City will make final payment on the Contract.

Section 8. City's Rights and Responsibilities

8.1. The City will designate a Project Manager to facilitate day-to-day communication between Contractor and the City, including timely receipt and processing of invoices, requests for information, and general coordination of City staff to support the Project.

8.2. If applicable, the City will pay the required Bureau of Labor and Industries fee of one-tenth of one percent (0.1%) of the Contract Sum, or as required by statute.

8.3. The City reserves the right to reject any bid or to refuse delivery of materials or services at or from any manufacturer, supplier, or contractor with which the City has reasonable grounds to believe is or may be operating in violation of any local, state, or federal law or which is the subject of pending litigation.

8.4. If Contractor fails, neglects, or refuses to make prompt payment of any claim for labor or services furnished to Contractor or a subcontractor by any person in connection with the Contract as such claim becomes due, the City may, but shall not be obligated to, pay such claim to the person furnishing the labor or services and charge the amount of the payment against funds due or to become due Contractor by reason of the Contract. The payment of a claim in the manner authorized hereby shall not relieve Contractor or its surety from the obligation with respect to any unpaid claim. If the City is unable to determine the validity of any claim for labor or services furnished, the City may withhold from any current payment due Contractor an amount equal to said claim until its validity is determined, and the claim, if valid, is paid by Contractor or the

City. There shall be no final acceptance of the Work under the Contract until all such claims have been resolved.

8.5. Award of this Contract is subject to budget appropriation. Funds are approved for Fiscal Year 2019-20. If not completed within this fiscal year, funds may not be appropriated for the next fiscal year. The City also reserves the right to terminate this Contract early, as described in Section 21.

Section 9. City's Project Manager

The City's Project Manager is Matt Palmer. The City shall give Contractor prompt written notice of any re-designation of its Project Manager.

Section 10. Contractor's Project Manager

Contractor's Project Manager is Bill Martinak. In the event that Contractor's Project Manager is changed, Contractor shall give the City prompt written notification of such re-designation. Recognizing the need for consistency and knowledge in the administration of the Project, Contractor's Project Manager will not be changed without the written consent of the City, which consent shall not be unreasonably withheld. In the event the City receives any communication from Contractor that is not from Contractor's Project Manager, the City may request verification by Contractor's Project Manager, which verification must be promptly furnished.

Section 11. Project Information

Except for confidential information designated by the City as information not to be shared, Contractor agrees to share Project information with, and to fully cooperate with, those corporations, firms, contractors, public utilities, governmental entities, and persons involved in the Project. No information, news, or press releases related to the Project, whether made to representatives of newspapers, magazines, or television and radio stations, shall be made without the written authorization of the City's Project Manager.

Section 12. Duty to Inform

If at any time during the performance of this Contract, Contractor becomes aware of actual or potential problems, faults, environmental concerns, or defects in the Project, Contract Documents, or Work, or any portion thereof; or of any nonconformance with federal, state, or local laws, rules, or regulations; or if Contractor has any objection to any decision or order made by the City with respect to such laws, rules, or regulations, Contractor shall give prompt written notice thereof to the City's Project Manager. Any delay or failure on the part of the City to provide a written response to Contractor shall neither constitute agreement with nor acquiescence to Contractor's statement or claim, nor constitute a waiver of any of the City's rights.

Section 13. Subcontractors and Assignments

13.1. Unless expressly authorized in writing by the City, pursuant to **Subsection 14.3**, Contractor shall not subcontract with others for any of the Work prescribed herein. Contractor shall not assign any of Contractor's rights acquired hereunder without obtaining prior written

approval from the City. Some Work may be performed by persons other than Contractor, provided Contractor advises the City of the names of such subcontractors and the services which they intend to provide, and the City specifically agrees, in writing, to such subcontracting. Contractor acknowledges such services will be provided to the City pursuant to a subcontract(s) between Contractor and subcontractor(s) and no privity of contract exists between the City and the subcontractor(s). Unless otherwise specifically provided by this Contract, the City incurs no liability to third persons for payment of any compensation provided herein to Contractor. Any attempted assignment of this Contract without the written consent of the City shall be void. Except as otherwise specifically agreed, all costs for services performed by others on behalf of Contractor shall not be subject to additional reimbursement by the City.

13.2. The City shall have the right to enter into other agreements for the Project, to be coordinated with this Contract. Contractor shall cooperate with the City and other firms, engineers, or subcontractors on the Project so that all portions of the Project may be completed in the least possible time and within normal working hours. Contractor shall furnish other engineers, subcontractors, and affected public utilities, whose designs are fitted into Contractor's design, detail drawings giving full information so that conflicts can be avoided.

Section 14. Contractor's Responsibilities

In addition to the Contractor's Responsibilities set forth in the General Conditions and Supplementary Conditions included in the Contract Documents, Contractor also agrees to the following, some of which may also be set forth in the General Conditions:

14.1. Except as otherwise provided under ORS 30.265, the performance under this Contract is at Contractor's sole risk. All damages or loss to Work, equipment, or materials incurred during the performance of the Work shall be at Contractor's sole risk. Any injury to persons or property incurred during the performance of the Work shall be at Contractor's sole risk. The service or services to be rendered under the Contract are those of an independent contractor who is not an officer, employee, or agent of the City, as those terms are used in ORS 30.265. Notwithstanding the Oregon Tort Claims Act or provisions of any other contract, Contractor is acting as and assumes liability of an independent contractor as to claims between the City and Contractor. Contractor is solely liable for any workers compensation coverage, social security, unemployment insurance or retirement payments, and federal or state taxes due as a result of payments under the Contract. Any subcontractor hired by Contractor shall be similarly responsible. Contractor shall be liable to the City for any failure of any subcontractor(s) to comply with the terms of the Contract.

14.2. Contractor is an independent contractor for all purposes and shall be entitled to no compensation other than the Contract Sum provided for under **Section 4** of this Contract. Contractor will be solely responsible for determining the manner and means of accomplishing the end result of Contractor's Work. The City does not have the right to control or interfere with the manner or method of accomplishing said Work. The City, however, will have the right to specify and control the results of Contractor's Work so such Work meets the requirements of the Project.

14.3. The City understands and agrees that Contractor may request that some Work be performed on the Project by persons or firms other than Contractor, through a subcontract with

Contractor. Contractor acknowledges that if such Work is provided to the City pursuant to a subcontract(s) between Contractor and those who provide such services, Contractor may not utilize any subcontractor(s), or in any way assign its responsibility under this Contract, without first obtaining the express written consent of the City. In all cases, processing and payment of billings from subcontractors is solely the responsibility of Contractor. References to “subcontractor” in this Contract mean a subcontractor at any tier.

14.4. Contractor shall be responsible for, and defend, indemnify, and hold the City harmless against, any liability, cost, or damage arising out of Contractor’s use of such subcontractor(s) and subcontractor’s negligent acts, errors, or omissions. Unless otherwise agreed to, in writing, by the City, Contractor shall require that all of Contractor’s subcontractors also comply with, and be subject to, the provisions of this **Section 14** and meet the same insurance requirements of Contractor under this Contract.

14.5. Contractor must make prompt payment for any claims for labor, materials, or services furnished to Contractor by any person in connection with this Contract as such claims become due. Contractor shall not permit any liens or claims to be filed or prosecuted against the City on account of any labor or material furnished to or on behalf of Contractor. If Contractor fails, neglects, or refuses to make prompt payment of any such claim, the City may pay such claim to the person furnishing the labor, materials, or services, and offset the amount of the payment against funds due, or to become due, to Contractor under this Contract. The City may also recover any such amounts directly from Contractor.

14.6. Contractor must comply with all Oregon and federal wage and hour laws, including BOLI wage requirements, if applicable. Contractor shall make all required workers compensation and medical care payments on time. Contractor shall be fully responsible for payment of all employee withholdings required by law, including but not limited to taxes, including payroll, income, Social Security (FICA), and Medicaid. Contractor shall also be fully responsible for payment of salaries, benefits, taxes, and all other charges due on account of any employees. Contractor shall pay all contributions or amounts due the Industrial Accident Fund from Contractor or subcontractor incurred in the performance of this Contract. Contractor shall pay to the Department of Revenue all sums withheld from employees pursuant to ORS 316.167. All costs incident to the hiring of subcontractors or employees shall be Contractor’s responsibility. Contractor shall defend, indemnify, and hold the City harmless from claims for payment of all such expenses.

14.7. No person shall be discriminated against by Contractor or any subcontractor in the performance of this Contract on the basis of sex, gender, race, color, creed, religion, marital status, age, disability, sexual orientation, gender identity, or national origin. Any violation of this provision shall be grounds for cancellation, termination, or suspension of the Contract, in whole or in part, by the City. Contractor shall comply with all federal, state, and local laws, regulations, executive orders, and ordinances applicable to the Contract or to the implementation of the Project. Without limiting the generality of the foregoing, Contractor expressly agrees to comply with the following laws, regulations, and executive orders to the extent they are applicable to the Contract or the implementation of the Project: (a) all applicable requirements of state civil rights and rehabilitation statutes, rules, and regulations; (b) Titles VI and VII of the Civil Rights Act of 1964, as amended; (c) Sections 503 and 504 of the Rehabilitation Act of 1973, as amended; (d) the Americans with Disabilities Act of 1990, as amended, and

ORS 659A.142; (e) Executive Order 11246, as amended; (f) the Health Insurance Portability and Accountability Act of 1996; (g) the Age Discrimination in Employment Act of 1967, as amended, and the Age Discrimination Act of 1975, as amended; (h) the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended; (i) all regulations and administrative rules established pursuant to the foregoing laws; and (j) all other applicable requirements of federal civil rights and rehabilitation statutes, rules, and regulations.

14.8. Contractor certifies that Contractor has not discriminated against minority, women, or small business enterprises in obtaining any subcontract.

14.9. Pursuant with ORS 279C.505(2), by execution of this Contract, Contractor agrees to have an employee drug testing program in place at the time of executing the Contract, acknowledges that such a program will be maintained throughout the Contract period, including any extensions, and shall demonstrate to the City that such drug testing program is in place. The failure of Contractor to have, or to maintain, such a drug-testing program is grounds for immediate termination of the Contract. Contractor shall require each subcontractor providing labor for the Project to also comply with this drug testing program requirement.

14.10. Contractor agrees that the City shall not be liable, either directly or indirectly, in any dispute arising out of the substance or procedure of Contractor's drug testing program. Nothing in this drug testing provision shall be construed as requiring Contractor to violate any legal, including constitutional, rights of any employee, including but not limited to selection of which employees to test and the manner of such testing. The City shall not be liable for Contractor's negligence in establishing or implementing, or failure to establish or implement, a drug testing policy or for any damage or injury caused by Contractor's employees acting under the influence of drugs while performing Work covered by the Contract. These are Contractor's sole responsibilities, and nothing in this provision is intended to create any third party beneficiary rights against the City.

14.11. Contractor is solely responsible for ensuring that any subcontractor selection and substitution is in accordance with all legal requirements. The City shall not be liable, either directly or indirectly, in any dispute arising out of Contractor's actions with regard to subcontractor selection and/or substitution.

14.12. Contractor shall make payment promptly, as due, to all parties supplying to such Contractor labor or material for the prosecution of the Work provided for in the Contract Documents, and shall be responsible for payment to such persons supplying labor or material to any subcontractor.

14.13. By execution of this Contract, as required by ORS 305.385(6), Contractor certifies under penalty of perjury that to the best of Contractor's knowledge, Contractor is not in violation of any tax laws described in ORS 305.380(4).

14.14. Contractor agrees that if Contractor or a first-tier subcontractor fails, neglects, or refuses to make payment to a person furnishing labor or materials in connection with this Contract within thirty (30) days after receiving payment from the City or a contractor, Contractor or the first-tier subcontractor shall owe the person the amount due plus interest charges commencing at the end of the ten (10) day period within which payment is due under

ORS 279C.580(3)(a) and ending upon final payment, unless payment is subject to a good faith dispute as defined in ORS 279C.580. The rate of interest on the amount due shall be calculated in accordance with ORS 279C.515(2). The amount of interest may not be waived.

14.15. Contractor agrees that if Contractor or a subcontractor fails, neglects or refuses to make payment to a person furnishing labor or materials in connection with this Contract, the person may file a complaint with the Construction Contractors Board, unless payment is subject to a good faith dispute as defined in ORS 279C.580.

14.16. Contractor shall make payment promptly, as due, to any party furnishing medical, surgical, hospital, or other needed care and attention, incident to sickness or injury, to the employees of Contractor, of all sums which Contractor agreed to pay or collected or deducted from the wages of employees pursuant to any law, contract, or agreement for the purpose of providing payment for such service.

14.17. Contractor and all subcontractors shall comply with the provisions of ORS 279C.540 pertaining to maximum hours, holidays, and overtime. With certain exceptions listed below, Contractor shall not require or permit any person to work more than ten (10) hours in any one (1) day, or forty (40) hours in any one (1) week, except in case of necessity, emergency, or where public policy requires it, and in such cases the person shall be paid at least time and a half for:

14.17.1. All overtime in excess of eight (8) hours in any one (1) day or forty (40) hours in any one (1) week when the work week is five (5) consecutive days, Monday through Friday; or

14.17.2. All overtime in excess of ten (10) hours in any one (1) day or forty (40) hours in any one (1) week when the work week is four (4) consecutive days, Monday through Friday; and

14.17.3. All work performed on the days specified in ORS 279C.540(1)(b) for public improvement contracts.

14.18. Contractor and all subcontractors shall comply with the provisions of ORS 279C.545 pertaining to time limitation on claims for overtime and requirements for posting circulars containing said provisions.

14.19. For personal/professional service contracts, as designated under ORS 279A.055, instead of 14.17.1, 14.17.2, and 14.17.3 above, a laborer shall be paid at least time and a half for all overtime worked in excess of forty (40) hours in any one (1) week, except for individuals under these contracts who are excluded under ORS 653.010 to 653.261 or under 29 USC §§ 201 to 209 from receiving overtime.

14.20. Contractor shall follow all other exceptions, pursuant to ORS 279B.235 (for non-public improvement contracts) and ORS 279C.540 (for public improvement contracts), including contracts involving a collective bargaining agreement, contracts for services, and contracts for fire prevention or suppression.

14.21. Contractor must give notice to employees who work on a public contract, in writing, either at the time of hire or before commencement of Work on the Contract, or by posting a notice in a location frequented by employees, of the number of hours per day and days per week that the employees may be required to work.

14.22. The hourly rate of wage to be paid by any Contractor or subcontractor to employed workers or other persons doing or contracting to do all or part of the work contemplated by a public contract shall be not less than the applicable wage required by law.

14.23. Contractor, its subcontractors, and all employers working under the Contract are subject employers under the Oregon Workers Compensation Law and shall comply with ORS 656.017 and provide the required workers compensation coverage, unless otherwise exempt under ORS 656.126. Contractor shall ensure that each of its subcontractors complies with these requirements.

14.24. In the performance of this Contract, Contractor shall comply with all applicable federal, state, and local laws, municipal codes, regulations, rules, and ordinances, including but not limited to those dealing with public contracts (ORS Chapter 279C) and with the prevention of environmental pollution and the preservation of natural resources (and avoidance of natural resource damages) in the performance of the Contract, including but not limited to ORS 279C.525. To the extent that known environmental and natural resource risks are specifically noted, shown, or specified in the Contract Documents or on the construction drawings, such risks are allocated to Contractor pursuant with ORS 279C.525(8)(a). If new or amended statutes, ordinances, rules, or regulations are adopted, or Contractor encounters a condition not referred to in this Contract, not caused by Contractor, and that was not discoverable by reasonable site inspection which requires compliance with federal, state, or local laws, codes, or regulations dealing with the preservation of the environment, both the City and Contractor shall have all the rights and obligations set forth in ORS 279C.525.

14.25. Contractor shall be liable for any fine imposed against Contractor, the City or the 'Project' as a result of a violation of any laws or permitting requirements by Contractor or any of its subcontractors or their sub-subcontractors or any suppliers.

14.26. Pursuant to ORS 279B.055, Contractor shall use recyclable products to the maximum extent economically feasible, and in full conformance with the Contract Document Specifications, in the performance of the Work.

Section 15. Subcontractor Requirements

15.1. If subcontractors are permitted, Contractor's relations with subcontractors shall comply with ORS 279C.580. Pursuant with ORS 279C.580(3), each subcontract for property or services that Contractor enters into with a first-tier subcontractor, including a material supplier, for the purpose of performing a construction contract, shall include:

15.1.1. A payment clause that obligates Contractor to pay the first-tier subcontractor for satisfactory performance under the subcontract within ten (10) days out of such amounts as are paid to Contractor by the City under the public improvement contract; and

15.1.2. An interest penalty clause that obligates Contractor, if payment is not made within 30 days after receipt of payment from the City, to pay to the first-tier subcontractor an interest penalty on amounts due in the case of each payment not made in accordance with the payment clause outlined in **Subsection 15.1.1** above. A contractor or first-tier subcontractor may not be obligated to pay an interest penalty if the only reason that the contractor or first-tier subcontractor did not make payment when payment was due is that the contractor or first-tier subcontractor did not receive payment from the City or Contractor when payment was due. The interest penalty period shall begin on the day after the required payment date and end on the date on which payment of the amount due is made and shall be computed at the rate specified in ORS 279C.515(2).

15.2. Contractor shall include in each subcontract, as a condition of performance of such contract, a provision requiring the first-tier subcontractor to include a payment clause and interest penalty clause, conforming to the standards set forth in **Subsections 15.1.1 and 15.1.2** above, in each of its subcontracts and requiring that the same clauses be included in any of the first-tier subcontractors' subcontracts with a lower-tier subcontractor or supplier.

15.3. Contractor shall certify that all subcontractors, as described in ORS 701.005(2), will be registered with the Construction Contractors Board or licensed by the State Landscape Contractors Board in accordance with ORS 701.035 or 701.026, respectively, before the subcontractors commence Work under the Contract.

15.4. In no event shall any subcontract be awarded to any person or entity debarred, suspended, or disqualified from federal, state, or municipal contracting.

15.5. Contractor shall include this Contract by reference in any subcontract and require subcontractors to perform in strict compliance with this Contract.

Section 16. Environmental Laws

16.1. Although the City is not aware of any of the following, before beginning construction, Contractor shall determine if there is any asbestos, lead paint, or other hazardous materials that will be removed or disturbed as a part of the Project. If disturbance or removal is required, Contractor will advise the City, in writing, and will provide the City with a detailed written supplemental Scope of Work concerning how such disturbance or removal will be accomplished and how materials, if any, will be disposed of, all in accordance with State and Federal environmental laws. Work required due to the finding of any such hazardous materials will require a written Change Order.

16.2. Contractor shall perform all Work in compliance with permits for the Project issued by the US Army Corp of Engineers, Oregon Department of State Lands, and Oregon Department of Environmental Quality, and shall maintain a copy of these permits on the job site at all times.

16.3. In compliance with the provisions of ORS 279C.525, the following is a list of federal, state, and local agencies, of which the City has knowledge, that have enacted ordinances

or regulations dealing with the prevention of environmental pollution and the preservation of natural resources that may affect the performance of the Contract:

FEDERAL AGENCIES:

Forest Service
 Defense, Department of
 Environmental Protection Agency
 Bureau of Sport Fisheries and Wildlife
 Bureau of Land Management
 Bureau of Reclamation
 Occupational Safety and Health Administration
 Coast Guard

Agriculture, Department of
 Soil Conservation Service
 Army Corps of Engineers
 Interior, Department of
 Bureau of Outdoor Recreation
 Bureau of Indian Affairs
 Labor, Department of
 Transportation, Department of
 Federal Highway Administration

STATE AGENCIES:

Environmental Quality, Department of
 Forestry, Department of
 Human Resources, Department of
 Soil and Water Conservation Commission
 State Land Board

Agriculture, Department of
 Fish and Wildlife, Department of
 Geology and Mineral Industries, Department of
 Land Conservation and Development Commission
 National Marine Fisheries Service (NMFS)
 State Engineer
 Water Resources Board

LOCAL AGENCIES:

County Courts
 Port Districts
 County Service Districts
 Water Districts

City Council
 County Commissioners, Board of
 Metropolitan Service Districts
 Sanitary Districts
 Fire Protection Districts

This list may not be all-inclusive, and it is the responsibility of Contractor to know all applicable laws and to comply with them in the performance of this Contract.

16.4. Pursuant with ORS 279C.510(1), if this Contract calls for demolition work, Contractor shall salvage or recycle construction and demolition debris, if feasible and cost-effective.

16.5. Pursuant with ORS 279C.510(2), if this Contract calls for lawn or landscape maintenance, Contractor shall compost or mulch yard waste material at an approved site, if feasible and cost-effective.

16.6. Contractor shall be responsible for the immediate clean-up, remediation, reporting, and payment of fines, if any, related to the release of any hazardous substance or material by Contractor or any subcontractor.

Section 17. Indemnity

17.1. Indemnification. Contractor acknowledges responsibility for liability arising out of the performance of this Contract, and shall defend, indemnify, and hold the City harmless from any and all liability, settlements, loss, costs, and expenses in connection with any action, suit, or claim resulting or allegedly resulting from Contractor's negligent acts, omissions, errors, or willful or reckless misconduct pursuant to this Contract, or from Contractor's failure to perform its responsibilities as set forth in this Contract. The review, approval, or acceptance by the City, its Project Manager, or any City employee of documents or other work performed, prepared, or submitted by Contractor shall not be considered a negligent act, error, omission, or willful

misconduct on the part of the City, and none of the foregoing shall relieve Contractor of its responsibility to perform in full conformity with the City's requirements, as set forth in this Contract, and to indemnify the City as provided above and to reimburse the City for any and all costs and damages suffered by the City as a result of Contractor's negligent performance of this Contract, failure of performance hereunder, violation of state or federal laws, or failure to adhere to the standards of performance and care described in **Subsection 17.2**. Contractor shall defend the City (using legal counsel reasonably acceptable to the City) against any claim that alleges negligent acts, omissions, errors, or willful or reckless misconduct by Contractor. As used herein, the term "Contractor" applies to Contractor and its own agents, employees, and suppliers, and to all of Contractor's subcontractors, including their agents, employees, and suppliers.

17.2. Standard of Care. In the performance of the Work, Contractor agrees to use at least that degree of care and skill exercised under similar circumstances by reputable members of Contractor's profession, practicing in the Portland metropolitan area. Contractor will re-perform any Work not meeting this standard without additional compensation. Contractor's re-performance of any Work, even if done at the City's request, shall not be considered as a limitation or waiver by the City of any other remedies or claims it may have arising out of Contractor's failure to perform in accordance with the applicable standard of care of this Contract and within the prescribed timeframe.

Section 18. Insurance

18.1. Insurance Requirements. Contractor must maintain insurance coverage acceptable to the City in full force and effect throughout the term of this Contract. Such insurance shall cover all risks arising directly or indirectly out of Contractor's activities or Work hereunder. Any and all agents or subcontractors with which Contractor contracts for any portion of the Work must have insurance that conforms to the insurance requirements in this Contract. Additionally, if a subcontractor is an engineer, architect, or other professional, Contractor must require the subcontractor to carry Professional Errors and Omissions insurance and must provide to the City proof of such coverage. The amount of insurance carried is in no way a limitation on Contractor's liability hereunder. The policy or policies maintained by Contractor shall provide at least the following minimum limits and coverages at all times during performance of this Contract:

18.1.1. Commercial General Liability Insurance. Contractor and all subcontractors shall obtain, at each of their own expense, and keep in effect during the term of this Contract, comprehensive Commercial General Liability Insurance covering Bodily Injury and Property Damage, written on an "occurrence" form policy. This coverage shall include broad form Contractual Liability insurance for the indemnities provided under this Contract and shall be for the following minimum insurance coverage amounts: The coverage shall be in the amount of **\$2,000,000** for each occurrence and **\$3,000,000** general aggregate and shall include Products-Completed Operations Aggregate in the minimum amount of **\$2,000,000** per occurrence, Fire Damage (any one fire) in the minimum amount of **\$50,000**, and Medical Expense (any one person) in the minimum amount of **\$10,000**. All of the foregoing coverages must be carried and maintained at all times during this Contract.

18.1.2. Business Automobile Liability Insurance. If Contractor or any subcontractors will be using a motor vehicle in the performance of the Work herein,

Contractor shall provide the City a certificate indicating that Contractor and its subcontractors have business automobile liability coverage for all owned, hired, and non-owned vehicles. The Combined Single Limit per occurrence shall not be less than **\$2,000,000**.

18.1.3. Pollution Liability Coverage. Contractor shall carry sudden and accidental and gradual release pollution liability coverage that will cover, among other things, any spillage of paints, fuels, oils, lubricants, de-icing, anti-freeze or other hazardous materials, or disturbance of any hazardous materials, as that term is defined under Oregon law, during the performance of this Contract. Contractor will be fully responsible for the cost of any clean-up of any released materials or disturbance, in accordance with Oregon Department of Environmental Quality (“DEQ”) and Federal Environmental Protection Agency (“EPA”) clean-up requirements. The coverage shall be in the amount of **\$2,000,000** for each occurrence and **\$2,000,000** general aggregate.

18.1.4. Workers Compensation Insurance. Contractor, its subcontractors, and all employers providing work, labor, or materials under this Contract that are subject employers under the Oregon Workers Compensation Law shall comply with ORS 656.017, which requires them to provide workers compensation coverage that satisfies Oregon law for all their subject workers under ORS 656.126. Out-of-state employers must provide Oregon workers compensation coverage for their workers who work at a single location within Oregon for more than thirty (30) days in a calendar year. Contractors who perform work without the assistance or labor of any employee need not obtain such coverage. This shall include Employer’s Liability Insurance with coverage limits of not less than **\$500,000** each accident.

18.1.5. Insurance Carrier Rating. Coverages provided by Contractor and its subcontractors must be underwritten by an insurance company deemed acceptable by the City, with an AM Best Rating of A or better. The City reserves the right to reject all or any insurance carrier(s) with a financial rating that is unacceptable to the City.

18.1.6. Additional Insured and Termination Endorsements. The City will be named as an additional insured with respect to Contractor’s liabilities hereunder in insurance coverages. Additional Insured coverage under Contractor’s Commercial General Liability, Automobile Liability, Pollution Liability, and Excess Liability Policies, as applicable, will be provided by endorsement. Additional insured coverage shall be for both ongoing operations via ISO Form CG 2010 or its equivalent, and products and completed operations via ISO Form CG 2037 or its equivalent. Coverage shall be Primary and Non-Contributory. Waiver of Subrogation endorsement via ISO Form CG 2404 or its equivalent shall be provided. The following is included as additional insured: “The City of Wilsonville, its elected and appointed officials, officers, agents, employees, and volunteers.” An endorsement shall also be provided requiring the insurance carrier to give the City at least thirty (30) days’ written notification of any termination or major modification of the insurance policies required hereunder. Contractor must be an additional insured on the insurance policies obtained by its subcontractors performing any of the Work contemplated under this Contract.

18.1.7. Certificates of Insurance. As evidence of the insurance coverage required by this Contract, Contractor shall furnish a Certificate of Insurance to the City. This Contract shall not be effective until the required certificates and the Additional Insured Endorsements have been received and approved by the City. Contractor agrees that it will not terminate or change its coverage during the term of this Contract without giving the City at least thirty (30) days' prior advance notice and Contractor will obtain an endorsement from its insurance carrier, in favor of the City, requiring the carrier to notify the City of any termination or change in insurance coverage, as provided above.

18.2. Primary Coverage. The coverage provided by these policies shall be primary, and any other insurance carried by the City is excess. Contractor shall be responsible for any deductible amounts payable under all policies of insurance. If insurance policies are "Claims Made" policies, Contractor will be required to maintain such policies in full force and effect throughout any warranty period.

Section 19. Bonding Requirements

19.1. Payment and Performance Bonds. Contractor shall obtain a Payment Bond and a Performance Bond, each in a form acceptable to the City and from a surety acceptable to the City, and each in the full amount of the Contract Sum.

19.2. Maintenance/Warranty Bond. Contractor shall maintain a two (2) year Maintenance/Warranty Bond, in a form acceptable to the City and from a surety acceptable to the City, in the amount of ten percent (10%) of the Contract Sum.

19.3. Public Works Bond. Pursuant to ORS 279C.830(2), in addition to the Payment and Performance bonds, before starting work on this Contract or any subcontract hereunder, Contractor and all subcontractors, unless exempt under ORS 279C.836(4), (7), (8), or (9), must have on file with the Construction Contractors Board a public works bond with a corporate surety authorized to do business in the State of Oregon in the minimum amount of **\$30,000**. The bond must provide that the Contractor or subcontractor will pay claims ordered by the Bureau of Labor and Industries to workers performing labor upon public works projects. The bond must be a continuing obligation, and the surety's liability for the aggregate of claims that may be payable from the bond may not exceed the penal sum of the bond. The bond must remain in effect continuously until depleted by claims paid under ORS 279C.836, unless the surety sooner cancels the bond. Contractor further certifies that Contractor will include in every subcontract a provision requiring a subcontractor to have a public works bond filed with the Construction Contractors Board before starting work on the Project, unless exempt under ORS 279C.836(4), (7), (8), or (9).

19.4. Bond Claims. Any notice of claim on a payment or performance bond or public works bond shall comply with the requirements of ORS 279C.605.

Section 20. Warranty

20.1. Contractor shall provide a full warranty for all Work for a period of two (2) years from the date of Final Acceptance of all Work.

20.2. In addition to, and not in lieu of, any other warranties provided by various manufacturers and suppliers, Contractor fully warrants all Work for a period of two (2) years from the date of Final Acceptance of the Work and shall make all necessary repairs and replacements to remedy, in a manner satisfactory to the City's Project Manager and at no cost to the City, any and all defects, breaks, or failures of the Work occurring within two (2) years following the date of completion due to faulty or inadequate materials or workmanship. Repair of damage or disturbances to other improvements under, within, or adjacent to the Work, whether or not caused by settling, washing, or slipping, when such damage or disturbance is caused, in whole or in part, from activities of Contractor in performing Contractor's duties and obligations under this Contract, is also covered by the warranty when such defects or damage occur within the warranty period. The two (2) year warranty period shall, with relation to such required repair, be extended two (2) years from the date of completion of such repair.

20.3. If Contractor, after written notice, fails within **ten (10) days** to proceed to comply with the terms of this section, the City may have the defects corrected, and Contractor and Contractor's surety shall be liable for all expense incurred. In case of an emergency where, in the opinion of the City's Project Manager, delay would cause serious loss or damage, repairs may be made without notice being given to Contractor, and Contractor or Contractor's surety shall pay the cost of repairs. Failure of the City's Project Manager to act in case of an emergency shall not relieve Contractor or Contractor's surety from liability and payment of all such costs.

20.4. Current State Law (ORS 12.135) provides for a ten (10) year period, from the time of Substantial Completion, for the City to file a claim for repairs of defective Work due to Contractor's improper use of materials and/or workmanship, and Contractor agrees it is bound thereby.

Section 21. Early Termination; Default

21.1. This Contract may be terminated prior to the expiration of the agreed upon terms:

21.1.1. By mutual written consent of the parties;

21.1.2. By the City, for any reason, and within its sole discretion, effective upon delivery of written notice to Contractor by mail or in person. The City retains the right to elect whether or not to proceed with actual construction of the Project; or

21.1.3. By the City if Contractor breaches this Contract and fails to cure the breach within ten (10) days of receipt of written notice of the breach from the City.

21.2. If the City terminates this Contract in whole or in part, due to default or failure of Contractor to perform Work in accordance with the Contract, the City may procure, upon reasonable terms and in a reasonable manner, services similar to those so terminated. In addition to any other remedies the City may have, both at law and in equity, for breach of contract, Contractor shall be liable for all costs and damages incurred by the City as a result of the default by Contractor, including, but not limited to all costs incurred by the City in procuring services from others as needed to complete this Contract. This Contract shall be in full force to the extent not terminated by written notice from the City to Contractor. In the event of a default, the City will provide Contractor with written notice of the default and a period of ten (10) days to cure

the default. If Contractor notifies the City that it wishes to cure the default but cannot, in good faith, do so within the ten (10) day cure period provided, then the City may elect, in its sole discretion, to extend the cure period to an agreed upon time period, or the City may elect to terminate this Contract and seek remedies for the default, as provided above.

21.3. If the City terminates this Contract for its own convenience not due to any default by Contractor, payment of Contractor shall be prorated to, and include the day of, termination and shall be in full satisfaction of all claims by Contractor against the City under this Contract.

21.4. Termination under any provision of this section shall not affect any right, obligation, or liability of Contractor or the City that accrued prior to such termination. Contractor shall surrender to the City items of work or portions thereof, referred to in **Section 27**, for which Contractor has received payment or the City has made payment.

Section 22. Suspension of Work

The City may suspend, delay, or interrupt all or any part of the Work for such time as the City deems appropriate for its own convenience by giving written notice thereof to Contractor. An adjustment in the time of performance or method of compensation shall be negotiated as a result of such delay or suspension, unless the reason for the delay was within Contractor's control. The City shall not be responsible for Work performed by any subcontractors after notice of suspension is given by the City to Contractor.

Section 23. Substantial Completion, Final Completion, and Liquidated Damages

23.1. Contractor's Project Manager and City's Project Manager shall conduct a final inspection of the Project when Contractor believes the Work is substantially complete, and create a project corrections list ("punch list") of items to be completed before final payment will be made. Substantial Completion means that the Work is completed and the facilities are fully functional and may be with only minor punch list items remaining that do not significantly impact public use. Unless otherwise agreed to, in writing, by both parties, the punch list items will be completed within thirty (30) days thereof, and then a final walk-through will occur to confirm all punch list items have been completed. Final payment will occur upon completion of all punch list items ("Final Completion") as determined by final acceptance by the City ("Final Acceptance"). Substantial Completion must occur on or before December 31, 2019 or liquidated damages will apply. The parties agree that delay damages can be significant but are often difficult to quantify and costly to litigate; therefore the Contractor and the City agree that the sums set forth below in **Section 23.3** and **Section 23.4** shall apply as liquidated damages for every day the Project is not completed beyond the Substantial Completion and Final Completion dates.

23.2. The City and Contractor recognize that time is of the essence of this Contract and that the City will suffer financial loss and public detriment if the Work is not substantially completed within the time specified in the paragraph above, plus any extensions thereof granted, in writing, by the City. Both parties also recognize the delays, expenses, and difficulties involved in proving in a legal proceeding the actual loss suffered by the City if the Work is not substantially completed on time. Accordingly, instead of requiring any such proof, the City and Contractor agree that, as liquidated damages for delay (but not as a penalty), Contractor shall pay the City

the amounts listed below for each and every day that expires after the time specified for Substantial and Final Completion.

23.3. Liquidated damages shall apply against Contractor and accrue to the City at the rate of Three Hundred Dollars (\$300) for each day that expires after the time specified for Substantial Completion of all Work until the Work reaches Substantial Completion.

23.4. If Contractor shall neglect, fail, or refuse to complete the remaining Work on the punch list by the Final Completion date of January 31, 2020, or any written extension thereof granted by the City, Contractor shall pay the City Six Hundred Dollars (\$600) for each day that expires after the time specified above for the Work to reach Final Completion and be ready for final payment. Retainage will not be released before Final Completion is established.

23.5. The parties further agree that this amount of liquidated damages is a reasonable forecast of just compensation for the harm caused by any breach and that this harm is one which is impossible or very difficult to estimate. In addition to the liquidated damages above, Contractor shall reimburse the City for all costs incurred by the City for engineering, inspection, and project management services required beyond the time specified for Substantial Completion. Contractor shall also reimburse the City for all costs incurred for inspection and project management services required due to punch list items not completed within the time allotted for Final Acceptance. If Contractor fails to reimburse the City directly, the City will deduct the cost from Contractor's final pay request.

23.6. Contractor will not be responsible for liquidated damages or be deemed to be in default by reason of delays in performance due to circumstances beyond Contractor's reasonable control, including but not limited to strikes, lockouts, severe acts of nature, or actions of unrelated third parties not under Contractor's direction and control that preclude Contractor from performing the Work ("Force Majeure"). In the case of the happening of any Force Majeure event, the time for completion of the Work will be extended accordingly and proportionately by the City, in writing. Poor weather conditions, unless extreme, lack of labor, supplies, materials, or the cost of any of the foregoing shall not be deemed a Force Majeure event.

Section 24. Contract Modification/Change Orders

Any modification of the provisions of this Contract shall not be enforceable or binding unless reduced to writing and signed by both the City and Contractor. A modification is a written document, contemporaneously executed by the City and Contractor, which increases or decreases the cost to the City over the agreed Contract Sum in **Section 4** of this Contract, or changes or modifies the Work described in the Contract Documents or the time for performance. In the event Contractor receives any communication of whatsoever nature from the City, which communication Contractor contends gives rise to any modification of this Contract, Contractor shall, within five (5) days after receipt, make a written request for modification to the City's Project Manager in the form of a Change Order. Contractor's failure to submit such written request for modification in the form of a Change Order shall be the basis for refusal by the City to treat said communication as a basis for modification or to allow such modification. In connection with any modification to this Contract affecting any change in price, Contractor shall submit a complete breakdown of labor, material, equipment, and other costs. If Contractor incurs additional costs or devotes additional time on Project tasks, the City shall be responsible for

payment of only those additional costs for which it has agreed to pay under a signed Change Order. To be enforceable, the Change Order must describe with particularity the nature of the change, any delay in time the Change Order will cause, or any increase or decrease in the Contract Sum. The Change Order must be signed and dated by both Contractor and the City before the Change Order may be implemented.

Section 25. Dispute Resolution

In the event of a dispute concerning performance of this Contract, the parties agree to meet to negotiate the problem. If such negotiation fails, the parties will mediate the dispute using a professional mediator, and the parties will split the cost. If the dispute cannot be resolved in either of the foregoing ways within thirty (30) days, either party may file suit in Clackamas County Circuit Court. In the alternative, at the City's election, the parties may follow the dispute resolution procedures found in the Special Provisions.

Section 26. Access to Records

The City shall have access, upon request, to such books, documents, receipts, papers, and records of Contractor as are directly pertinent to this Contract for the purpose of making audit, examination, excerpts, and transcripts during the term of this Contract and for a period of four (4) years after termination of the Contract, unless the City specifically requests an extension. This clause shall survive the expiration, completion, or termination of this Contract.

Section 27. As-Builts

27.1. Contractor must provide redlined as-builts prior to Final Acceptance. As-builts should be provided in electronic format.

27.2. Contractor shall not be held liable for any damage, loss, increased expenses, or otherwise, caused by or attributed to the reuse by the City or its designees of all Work performed by Contractor pursuant to this Contract without the express written permission of Contractor.

Section 28. Notices

Any notice required or permitted under this Contract shall be in writing and shall be given when actually delivered in person or forty-eight (48) hours after having been deposited in the United States mail as certified or registered mail, addressed to the addresses set forth below, or to such other address as one party may indicate by written notice to the other party.

To City: City of Wilsonville
 Attn: Matt Palmer, Civil Engineer
 29799 SW Town Center Loop East
 Wilsonville, OR 97070

To Contractor: Stettler Supply Company
Attn: Bill Martinak
4420 Ridge Drive NE
Salem, OR 97301

Section 29. Miscellaneous Provisions

29.1. Integration. This Contract contains the entire and integrated agreement between the parties and supersedes all prior written or oral discussions, representations, or agreements. In case of conflict among these documents, the provisions of this Contract shall control.

29.2. Legal Effect and Assignment. This Contract shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, personal representatives, successors, and assigns. This Contract may be enforced by an action at law or in equity.

29.3. No Assignment. Contractor may not assign this Contract, nor delegate the performance of any obligations hereunder, unless agreed to in advance and in writing by the City.

29.4. Adherence to Law. This Contract shall be subject to, and Contractor shall adhere to, all applicable federal, state, and local laws, including but not limited to laws, rules, regulations, and policies concerning employer and employee relationships, workers compensation, and minimum and prevailing wage requirements. Any certificates, licenses, or permits that Contractor is required by law to obtain or maintain in order to perform the Work described in this Contract shall be obtained and maintained throughout the term of this Contract.

29.5. Governing Law. This Agreement shall be construed in accordance with and governed by the laws of the State of Oregon, regardless of any conflicts of laws. All contractual provisions required by ORS Chapters 279A, 279B, 279C, and related Oregon Administrative Rules to be included in public agreements are hereby incorporated by reference and shall become a part of this Agreement as if fully set forth herein.

29.6. Jurisdiction. Venue for any dispute will be in Clackamas County Circuit Court.

29.7. Legal Action/Attorney Fees. If a suit, action, or other proceeding of any nature whatsoever (including any proceeding under the U.S. Bankruptcy Code) is instituted in connection with any controversy arising out of this Contract or to interpret or enforce any rights or obligations hereunder, the prevailing party shall be entitled to recover attorney, paralegal, accountant, and other expert fees and all other fees, costs, and expenses actually incurred and reasonably necessary in connection therewith, as determined by the court or body at trial or on any appeal or review, in addition to all other amounts provided by law. If the City is required to seek legal assistance to enforce any term of this Contract, such fees shall include all of the above fees, whether or not a proceeding is initiated. Payment of all such fees shall also apply to any administrative proceeding, trial, and/or any appeal or petition for review.

29.8. Nonwaiver. Failure by either party at any time to require performance by the other party of any of the provisions of this Contract shall in no way affect the party's rights hereunder to enforce the same, nor shall any waiver by the party of the breach hereof be held to be a waiver of any succeeding breach or a waiver of this nonwaiver clause.

29.9. Severability. If any provision of this Contract is found to be void or unenforceable to any extent, it is the intent of the parties that the rest of the Contract shall remain in full force and effect, to the greatest extent allowed by law.

29.10. Modification. This Contract may not be modified except by written instrument executed by Contractor and the City.

29.11. Time of the Essence. Time is expressly made of the essence in the performance of this Contract.

29.12. Calculation of Time. Except where the reference is to business days, all periods of time referred to herein shall include Saturdays, Sundays, and legal holidays in the State of Oregon, except that if the last day of any period falls on any Saturday, Sunday, or legal holiday observed by the City, the period shall be extended to include the next day which is not a Saturday, Sunday, or legal holiday. Where the reference is to business days, periods of time referred to herein shall exclude Saturdays, Sundays, and legal holidays observed by the City. Whenever a time period is set forth in days in this Contract, the first day from which the designated period of time begins to run shall not be included.

29.13. Headings. Any titles of the sections of this Contract are inserted for convenience of reference only and shall be disregarded in construing or interpreting any of its provisions.

29.14. Number, Gender and Captions. In construing this Contract, it is understood that, if the context so requires, the singular pronoun shall be taken to mean and include the plural, the masculine, the feminine and the neuter, and that, generally, all grammatical changes shall be made, assumed, and implied to individuals and/or corporations and partnerships. All captions and paragraph headings used herein are intended solely for convenience of reference and shall in no way limit any of the provisions of this Contract.

29.15. Good Faith and Reasonableness. The parties intend that the obligations of good faith and fair dealing apply to this Contract generally and that no negative inferences be drawn by the absence of an explicit obligation to be reasonable in any portion of this Contract. The obligation to be reasonable shall only be negated if arbitrariness is clearly and explicitly permitted as to the specific item in question, such as in the case of where this Contract gives the City “sole discretion” or the City is allowed to make a decision in its “sole judgment.”

29.16. Other Necessary Acts. Each party shall execute and deliver to the other all such further instruments and documents as may be reasonably necessary to carry out this Contract in order to provide and secure to the other parties the full and complete enjoyment of rights and privileges hereunder.

29.17. Interpretation. As a further condition of this Contract, the City and Contractor acknowledge that this Contract shall be deemed and construed to have been prepared mutually by each party and it shall be expressly agreed that any uncertainty or ambiguity existing therein shall not be construed against any party. In the event that any party shall take an action, whether judicial or otherwise, to enforce or interpret any of the terms of the contract, the prevailing party shall be entitled to recover from the other party all expenses which it may reasonably incur in

Exhibit 1

taking such action, including attorney fees and costs, whether incurred in a court of law or otherwise.

29.18. Defined Terms. Capitalized terms not otherwise defined herein shall have the meaning given to them in the General and Supplementary Conditions.

29.19. Entire Agreement. This Contract, all documents attached to this Contract, and all Contract Documents and laws and regulations incorporated by reference herein, represent the entire agreement between the parties.

29.20. Counterparts. This Contract may be executed in one or more counterparts, each of which shall constitute an original Contract but all of which together shall constitute one and the same instrument.

29.21. Authority. Each party signing on behalf of Contractor and the City hereby warrants actual authority to bind their respective party.

The Contractor and the City hereby agree to all provisions of this Contract.

CONTRACTOR:

CITY:

STETTLER SUPPLY COMPANY,
dba Stettler Supply & Construction

CITY OF WILSONVILLE

By: _____

By: _____

Print Name: _____

Print Name: _____

As Its: _____

As Its: _____

Employer I.D. No. _____

APPROVED AS TO FORM:

Amanda Guile-Hinman, Asst. City Attorney
City of Wilsonville, Oregon

**CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES**

A regular meeting of the Wilsonville City Council was held at the Wilsonville City Hall beginning at 7:30 p.m. on Monday, December 3, 2018. Mayor Knapp called the meeting to order at 7:39 p.m., followed by roll call and the Pledge of Allegiance.

The following City Council members were present:

- Mayor Knapp
- Council President Starr
- Councilor Stevens
- Councilor Lehan
- Councilor Akervall

Staff present included:

- Bryan Cosgrove, City Manager
- Jeanna Troha, Assistant City Manager
- Barbara Jacobson, City Attorney
- Kimberly Veliz, City Recorder
- Daniel Pauly, Senior Planner
- Chris Neamtzu, Community Development Director
- Cathy Rodocker, Finance Director
- Mark Ottenad, Public/Government Affairs Director
- Amanda Guile-Hinman, Assistant City Attorney
- Zach Weigel, Capital Projects Engineering Manager
- Steve Adams, Development Engineering Manager
- Zoe Monahan, Assistant to the City Manager

Motion to approve the order of the agenda.

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

Vote: Motion carried 5-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Yes
Councilor Lehan	Yes
Councilor Akervall	Yes

CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES

COMMUNICATIONS

A. Clackamas County Drive to Zero

Joseph Marek, Traffic Safety Program Manager, Clackamas County, showed a brief video produced in 2017 at the Clackamas County Fair that emphasized the number of acceptable fatal and serious injury crashes was zero. He and Clackamas County Traffic Outreach Coordinator Rob Sadowsky, outlined the work the County was doing with its Transportation Safety Action Plan and Drive to Zero via PowerPoint. Noting the action steps being taken by the County and other agencies to achieve the goal of zero fatal and serious injury crashes. Additional comments and responses to questions from Council were as follows:

- Wilsonville Police Department Officer Ben Toops was commended for his work inspecting trucks traveling through Wilsonville to ensure the safety of those trucks.
- The County wanted to engage a variety of partners in its work and had resources available to help Wilsonville support the Drive to Zero concept or develop its own traffic safety action plan. Funding was available for overtime traffic enforcements and Mr. Sadowsky would be available for presentations in high school classrooms, driver's education, and assemblies.
- The County asked that the City consider adopting its own Drive to Zero policy; developing a transportation safety action plan; encouraging officers to engage in traffic enforcement and minor decoy operations; hosting events for families; and engaging in shared branding and social media, all of which could be supported by the County.
- Although Wilsonville was the first city to see the Drive to Zero Transportation Safety Action Plan presentation, the County had been doing outreach to other cities with regard to how engineering and maintenance related to safety. The goal was that all cities in Clackamas County would have a transportation safety action plan. As communities continue to grow, and with the increasing modes of transportation, safety becomes a higher focus.
- The County has an active partnership with the City of Molalla and an upcoming presentation planned for the City of Canby. Additionally, a letter was recently sent to the local high schools highlighting services the County had to offer.
- The Transportation Safety Action Plan contained a section on senior driving because about 15% to 20% of serious and fatal crashes involved a senior driver. They met recently with the Clackamas County chapter of the American Association of Retired Persons (AARP) about expanding outreach into senior programs and collaborating with the American Automobile Association (AAA).
- Providing outreach in rural areas to those wanting to transition out of driving was another concern, so the County was working with Public Health and Social Services to find ways to increase the availability of rides.

Councilor Stevens noted the 55 and Alive AARP driving class for seniors was an informative course teaching seniors how to deal with things like slower reaction times and night driving. She commended the citizens of Wilsonville for regularly stopping at pedestrian crosswalks.

Councilor Lehan commended the addition of two large signs indicating an upcoming turn on 145th Avenue and Westfall Road, which eliminated drivers leaving the roadway and smashing into the fence.

CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES

Mayor Knapp thanked the presenters, adding that Council would discuss how to incorporate the Drive to Zero concept into the City's programs and/or goals.

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.

Steve Benson, Chair, Wilsonville Parks and Recreation Advisory Board, stated he had worked with Mr. McCarty to create the following task list that he hoped Council would assign to the Parks and Recreation Advisory Board for 2019:

- Study, make, and/or provide Council with a list of Willamette River uses to improve access and activities.
- Study and provide Council with safety improvements in all of Wilsonville parks, including cost estimates and prioritization of improvements.
- Prioritize for Council the order of necessary improvements to be made in the parks master plan.
- Make recommendation to Council regarding the proximity of the two skate parks identified in the Memorial Park Master Plan.

Mr. Benson assured that these efforts would involve input from citizens, staff, and the Parks and Recreation Advisory Board. He was uncertain how Council would assign the list, but invited input on what the Parks and Recreation Advisory Board should focus on in 2019.

Bryan Cosgrove, City Manager stated he wanted to ensure there were no conflicts with the Parks and Recreation Advisory Board's charter. He would discuss the proposed items with Mr. McCarty and encourage him to work with the Parks and Recreations Advisory Board on the priorities for the Board's 2019 work plan.

Betsy Imholt, Wilsonville resident, voiced concerns about Regional Park 6. Ms. Imholt acknowledged Council's reconsideration of another body's decision was not done lightly, but it was important, and she asked that citizens be allowed to participate in the decision. Regional Park. She stated that it had been located in the same map area for 15 years, however would now be in a new place. She wanted to be able to look at the maps and have a voice. She appreciated the amount of work done between the developer and staff. However, considering the major change, she believed that citizens should be able to participate in discussion. She provided a handout that identified a very specific area of the park, which she recalled, had always been designated in the park's master plan as having important and significant trees, and now those trees would be removed.

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Herman Walter, Villebois resident since 2016, stated many changes had occurred to the Master Plan through variances instead of amendments. He noted Wilsonville's mission statement included the preservation of the natural environment, so the planned removal of a minimum 76% of the trees on the former horse farm was both disturbing and ironic. He stated the original Villebois Master Plan would have resulted in a higher percentage of tree removal for construction of estate homes. Therefore, he believed there must be a way to balance the construction of the Claremont development with the preservation of natural resources and wildlife depending upon those resources. He noted that 89 smaller-footprint homes were planned in an area originally designated for less than 50 estate homes. Members of the Development Review Board (DRB) were disappointed by the lack of effort by the Applicant to have more discussion with the community, doing only the absolute minimum and notifying property owners within a 250-foot radius. The DRB cited the efforts made by Wilsonville Subaru in community outreach, stating they thought the subject process was being rushed, although it was still approved. The deviations from the Master Plan were significant and should not be considered a simple addition to the Plan. He respectfully requested Council to call up the DRB decision to approve the Applicants design as stated. He noted that Villebois residents were willing to participate in discussions with the Planning Department, the Applicant, and their design firm to achieve a common solution.

Judy Newton, Wilsonville resident, stated she had sent an email to City Council, which she read into the record and requested it become part of the official record.

Ben West, a Villebois resident, said that right after being elected to City Council, he received quite a few phone calls and messages from neighbors about changes to the Master Plan. He would like to see the vote held off until December 17, 2018 in order to help advocate and be a voice for the people in his neighborhood, as well as those who elected him.

Steve Benson noted the issue regarding the trees recently came before the Parks and Recreation Advisory Board. The list of trees to be removed involved non-natives, insignificant, or damaged trees. Another reason for the removal of those trees was due to there being so many dog owners, a circular dog park was going to be created and divided into two areas.

Mayor Knapp acknowledged the receipt of emails from concerned members of the community. He recounted that he had previously asked Councilor Lehan to take the lead on this issue. He then asked Councilor Lehan to provide her perspective.

Councilor Lehan stated it had been a tricky issue, because they were trying to thread a needle to keep all these interests and values in mind. Douglas fir is a fast-growing tree, and likely already too tight in that space. Since the trees were young and would grow to be enormous, it was important that they have more room. Decisions could not be made based only on the number of trees being removed, but must also take into account the needs of the neighbors, the goals of the Master Plan, the Tonquin Trail, and the viability of the project for the developer. Trying to balance all of those things was difficult, and the DRB did the best it could with the available information. Staff was not allowed on the property until recently, so tree assessment was limited, which was why the park was still conceptual. More information had become available to the

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DRB and Council from Polygon, the developer that offered some exciting possibilities involving the reduction of two lots, which would save a significant amount of trees close to Berlin Avenue.

Councilor Stevens noted the trees residents were concerned about were on the two lots that Polygon was willing to forgo.

Daniel Pauly, Senior Planner explained that when developing the Villebois Master Plan, Staff had access to most of the property and to information to inform road alignment along existing wetlands and trees, taking existing landscape into high consideration. The landowners on the Specific Area Plan (SAP) to the north were not interested in being involved at that time and did not allow access to the property. Therefore, obtaining necessary details was not possible until now. An application was received in June from Polygon, showing a park consistent with the Master Plan, but an arborist report showed that many of the trees they wanted to preserve were not in the park. Realizing there might be some additional information in the future, the Wilsonville Code was written to not allow for changes to the Master Plan except for typically 10% of certain qualitative and quantitative matters. It also included language that said if there was a change that was significant, but necessary in order to preserve a significant resource previously not foreseen, that provision was there to do that. He recognized that people want to be involved, but at the same time, there was a high awareness from the DRB regarding the differing perspectives, making it a tough decision.

- He described the area around Berlin Avenue and the existing trees, noting that removing a couple of lots was administratively possible.
- He displayed a plat map depicting Lots 64 and 65, confirming the developer had offered to combine those lots with existing open space in order to preserve appropriate trees, although some unhealthy trees would still be removed. Over time, part of the view would be blocked once those trees grew. Staff displayed Google maps depicting the area, as well as the location of trees to be preserved. In the DRB record, smaller, single-level homes were designated with stars. There were retaining walls along Berlin Avenue, with some of the houses being a bit higher, opening up the view shed. All the homes on the block side were single-level homes, which would maintain the view.

Councilor Lehan questioned the placement of the pedestrian walkway and suggested placing it between Lots 84 and 85. Mr. Pauly responded that alternatives were being considered in order to find the best connection while still meeting ADA standards.

Councilor Lehan hoped that refinements could occur before December 17, 2018.

Mayor Knapp noted issues had been raised about a proposed tennis court.

Councilor Lehan believed if neighbors did not want a tennis court, it was easy to give that up because they still have that land with the parks, and it could be added in the future.

Mayor Knapp noted that due to the elevated sight from the road, high fencing would be necessary, which might affect the aesthetics.

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Councilor Lehan acknowledge the area offered a nice view of Mt. Hood.

Mayor Knapp reminded the call up process caused several things to happen, so Council should be clear on what that involved. Polygon had indicated if the decision were called up, they might walk on the whole project, which could affect the investment in the City. He said he wanted to understand the suggestion of 50 houses now being 89 in the Master Plan.

Mr. Pauly explained Villebois' layout was based on the SAP and he outlined the unit count changes that occurred over time in SAP North, noting the original approval went from 397 units to 473 units after the primary school was moved from SAP North to SAP East, and the number of lots assigned to SAP East were transferred to SAP North.

- As proposed by Polygon and assuming the two lots were removed, 466 units would result compared to the original 473 units, which was pretty close to the original amount for SAP North.
- The last SAP amendment was done with Phase 4 and showed 63 lots. However, a couple things had changed when considering unit types, Staff noted that even with estate-sized lots, it was not feasible to keep the trees in backyards due to the slopes and required grading. One thing Polygon did add to create a more open feeling similar to the estate lots was to introduce a lot of single-level homes in this phase, which were indicated by stars on the displayed map.
- He confirmed that notices had been mailed to 250-feet, a wider geographic area than the State required 100-feet. Additionally, notices were posted at the project site, online, and in the newspaper.
- He confirmed the proposal was for a subsection of SAP North, and the Villebois Master Plan allowed for a 10% margin in the number of homes, which reflected an increase in each of the different lot sizes.

Barbara Jacobson, City Attorney, noted offering the two lots was a big give from Polygon, especially since the redesign of the park was not their idea. She confirmed Polygon had stated they were on a tight timeframe, having a closing deadline with the property's owner, and any delays could cause the offer of those two lots to be removed. She confirmed the original park plan would result in most of the trees being removed, including the tree grove that would be saved on the two lots seen in the aerial image.

Mr. Pauly noted the DRB approval had included the two lots, and Polygon indicated that if the decision were called up, they would defend the original DRB approval. He confirmed the DRB vote was unanimous, which was not often the case. He clarified that as Councilor Lehan stated, the DRB vote regarded balancing the different concerns based on Staff's recommendation, not specifically to save the trees.

Mayor Knapp invited comments from previous speakers based on the new information presented.

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Herman Walter stated anything that could be done to preserve the resources would be beneficial. He noted that English Hawthorn and sweet cherry trees, which were invasive species, comprised 13.2% of all the trees in the area, and most were dead or in poor or moderate condition. Of the trees to be removed, 45% were in good condition, and 33% of those were important. His concern was with the 11% likely to be retained because of the violations from the Applicant's subcontractors prior to his testimony before the DRB, which included building homes on Stockholm, blocking fire lanes, and violating the quiet hour ordinance.

Judy. Newton asked if the removal of a tree or several trees in a large stand of trees would start a domino effect, causing the removal of additional trees. She was concerned about removing the trees piecemeal and starting a domino effect.

Councilor Lehan agreed that was always a concern with a tree grove. She explained the trees on the edge were at the biggest risk, but the arborist would be the one making the best guess. She noted the City went out of its way to save the large, sentinel tree on the corner of Brown Road and Wilsonville Road, next to Wiedemann Park so as not to lose most of that grove. Those decisions were made tree by tree as to their efficacy. The trees in question were young enough to end up with a healthier stand of trees by thinning them out in the middle. She confirmed a certified, tree-risk-management arborist had been working on the project, although there were no certainties with hazardous trees. She cited another example of trees being preserved at the entrance to Camelot, but a number of them still failed in the first 10 years.

Mr. West requested clarification about Polygon's stance, and if they were issuing an ultimatum.

Mr. Cosgrove clarified Polygon was willing to give the concession unless Council called it up, because they have an approval to proceed with the development as laid out by staff with the two extra lots. The removal of those two lots was still on the table, in recognition of concerns expressed to Council, although that concession would be off the table if Council called up the decision. He confirmed the original plan called for a lot more tree removal than the plan approved by the DRB, so more trees were being saved and it preserved a view shed the neighbors were concerned about. He noted this issue must be resolved within 120 days after the application was deemed complete, making the deadline March 1, 2019.

Mayor Knapp noted the limited time frame in which to call up the decision. He reiterated the offer from Polygon to preserve two large lots and the appropriate trees, as well as additional green space and doubling the space of the park, although if the decision were to be called up they would not guarantee that.

Mr. West asked why there was such a dramatic increase from 50 homes to 89 homes.

Mr. Cosgrove explained a range of density was allowed for each SAP, and the number of units was still less than the allowable amount after eliminating the two lots.

Mr. West acknowledged the difficulty of the decision, nonetheless many neighbors might not be aware of the last minute concession, so it would be nice to know their viewpoints.

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Betsy. Imholt said she had hoped to work toward a discussion with the planners and developers. She had been obsessively studying the arborist reports, which showed moderate trees. There were no important trees and only a couple good trees. As shown in her handout, there were important trees in the grove where the houses were proposed and they would be removed even with the two lots. She did not know why the park could not be shifted or why that specific piece of land was chosen for development. There were only about 20 important trees on the entire site, and Polygon was cutting down half of them. She would like to have a brief discussion about that.

Councilor Lehan noted there were many complicated elements to consider, such as the terrain, storm drainage, road and trail placement, etc., so those who were not planners might have a hard time understanding everything involved. She questioned the location of the pedestrian connection, and inquired about moving Lot 84 closer to Lot 83 and put the path between Lots 84 and 85; but that was a minor matter. Developing part of the big triangle into houses would impact a lot of circulation. Council was looking for a solution without redoing the entire plan, which would be costly. The plan had a lot of work in it and already had DRB approval, which was why Council considered the sacrifice of those two lots, where most of the big trees were, to be a big concession from the developer, and Council had tried its best to find a compromise.

Mayor Knapp confirmed there was no motion with regard to calling up this question from the DRB approval. He asked if the Council's consensus or desire was to see this worked out between staff and the developer.

Councilor Lehan believed this could be an opportunity to include a neighborhood representative to meet with the planners on some of the minor issues, like the pathway, so matters were not made worse.

Mr. Cosgrove offered to make a commitment to share the arborist's report regarding the stand of trees on those two lots, as well as any changes to the plan. He suggested a meeting with the citizens who spoke this evening, as well as those who attended the DRB. He wanted to make very clear that if anyone had any major reservations they should contact Mr. Pauly within a certain amount of time.

Ms. Jacobson noted nothing at tonight's meeting extended the call up or appeal period, so if any neighbors wished to exercise their appeal rights, they would need to do it within the time read at the DRB hearing.

Mr. Pauly clarified that a hearing was scheduled on December 17, 2018, but it was limited in purview as it regarded the zone change.

Council President Starr said he was curious how to determine if trees are important or not, and asked if there was a way for citizens to work with the City to plant trees that were deemed more important for the area.

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Mr. Pauly explained it was generally a good idea to plant, even understory, for the next generation of trees in the park. He reminded that most of the trees were younger Douglas fir; the oldest trees were less than 80 years old, which was considered differently than if they were 200- or 300-year-old white oak.

Council President Starr believed there should be some discussion with the neighbors about the pedestrian cut-through or trees to be planted, so the neighbors were involved in some way.

Councilor Lehan add if a functional forest habitat was desired in the park, rather than playgrounds, the understory was absolutely critical. She recommended talking with Mr. Benson, who had created tremendous habitat on his lot. Because the property had been used by livestock, the understory on the site was quite limited.

Mayor Knapp clarified that in no way did the Council intend to denigrate the work of the DRB and staff working with them. It was only when the discussion became very intense after the DRB decision that the dialogue with the developer led to the offer to make this change, which had not been in front of the DRB, and therefore could not have been considered by the DRB. He was hopeful that the concession would be a successful improvement, and thanked staff for the additional work.

Mr. Cosgrove encouraged anyone with additional comments to reach out to Mr. Pauly.

MAYOR'S BUSINESS

A. Upcoming Meetings

Upcoming meetings were announced by the Mayor, and he reported on the local and regional meetings he had attended on behalf of the City. He noted the video of the hearing on the Aurora Airport was available online.

B. Proposal to Borrow \$3.6 million

The Proposal to Borrow \$3.6 million was added to the agenda.

Mayor Knapp noted that staff had been consulting with potential private-sector investors to help fund the Garden Acres Road improvements in the Coffee Creek Industrial Employment Area, but the project was still \$3.6 million short, as investors wanted to be sure, the public infrastructure was available to support their investment. Staff proposed borrowing the money from the State, as the City desires construction to begin in 2019.

Motion: Councilor Lehan moved to approve the \$3.6 million Regionally Significant Industrial Site Loan application to Business Oregon for Garden Acres Road. Councilor Akervall seconded the motion.

Vote: Motion carried 5-0.

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SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Yes
Councilor Lehan	Yes
Councilor Akervall	Yes

COUNCILOR COMMENTS

- A. Council President Starr – Passed.
- B. Councilor Stevens

Councilor Stevens stated that she would be attending the Library Board meeting on Wednesday. She had attended the Tree Lighting ceremony and commended the Parks and Recreation Department for doing a great job. She announced the Holiday Light Drives, noting that SMART would provide transportation from the Community Center at 6:30 p.m. on December 17 and 18 to see the Portland International Raceway (PIR) lights, noting further information is available on the City's website.

- C. Councilor Lehan

Councilor Lehan announced that the French Prairie Bike Task Force would be meeting at City Hall on December 5, 2018 from 6:00 to 9:00 p.m. She thanked staff for all the work they did on the Villebois issue.

- D. Councilor Akervall

Councilor Akervall announced that the School District would hold a Future High School Possibilities Community Forum on Wednesday, December 5, 2018 at 6:00 p.m. at Meridian Creek Middle School.

CONSENT AGENDA

Ms. Jacobson read the titles of the Consent Agenda items into the record.

- A. **Resolution No. 2713**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement With AKS Engineering & Forestry For Phase 1 Alternatives Analysis And Preliminary Design Services For The Coffee Creek Industrial Area Regional Stormwater Facility Project (#7060).

- B. **Resolution No. 2717**

A Resolution Adopting The Canvass Of Votes Of The November 6, 2018 General Election.

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C. Minutes of the October 1, 2018 Council Meeting.

Motion: Councilor Lehan moved to approve the Consent Agenda as read. Councilor Starr seconded the motion.

Vote: Motion carried 5-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Yes
Councilor Lehan	Yes
Councilor Akervall	Yes

CITY MANAGER'S BUSINESS

No report.

LEGAL BUSINESS

Ms. Jacobson informed Council of the Land Use Board of Appeals (LUBA) decision regarding the Basalt Creek agreement between Tualatin, Metro, Washington County, and Wilsonville. After oral argument before the LUBA panel, LUBA determined it was an arbitration issue rather than a land use decision. There was another pending appeal of the Tualatin Concept Plan where the same argument would be made, although that case was being held to see if the petitioners wished to continue or wait until the comprehensive plans came forward since that would definitely be a land use decision appealable in Wilsonville and Tualatin. She informed Council that the City had won the Subaru case, and commended the entire legal team for all their work.

ADJOURN

Mayor Knapp adjourned the meeting at 9:32 p.m.

Respectfully submitted,

Kimberly Veliz, City Recorder

ATTEST:

Tim Knapp, Mayor

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A regular meeting of the Wilsonville City Council was held at the Wilsonville City Hall beginning at 7:00 p.m. on Monday, December 17, 2018. Mayor Knapp called the meeting to order at 7:12 p.m., followed by roll call and the Pledge of Allegiance.

The following City Council members were present:

- Mayor Knapp
- Council President Starr
- Councilor Stevens - Excused
- Councilor Lehan
- Councilor Akervall

Staff present included:

- Bryan Cosgrove, City Manager
- Jeanna Troha, Assistant City Manager
- Barbara Jacobson, City Attorney
- Kimberly Veliz, City Recorder
- Daniel Pauly, Senior Planner
- Chris Neamtzu, Community Development Director
- Cathy Rodocker, Finance Director
- Keith Katko, Assistant Finance Director
- Amanda Guile-Hinman, Assistant City Attorney
- Mike McCarty, Parks and Recreation Director
- Brian Stevenson, Parks and Recreation Program Manager
- Bill Evans, Communications & Marketing Manager
- Zoe Monahan, Assistant to the City Manager
- Tod Blankenship, Parks Supervisor
- Erica Behler, Recreation Coordinator

Motion to approve the order of the agenda.

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

Vote: Motion carried 4-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor Akervall	Yes

COMMUNICATIONS

A. Comprehensive Annual Financial Report (Merina Company)

Finance Director Rodocker introduced Tonya Moffitt, a partner of the certified public accounting firm, Merina and Company, which conducted the City’s annual audit. She noted that Councilors had already received copies of the audit.

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Tonya Moffitt presented the Annual Financial Report, noting she was pleased to report that the City's June 30, 2018 Financial Statements and Urban Renewal Agency both had a clean or unmodified opinion for their financial statements, the highest level of opinion possible for financial statements. The City also received a clean opinion on the Independent Auditor's Report required by minimum standards.

- She described Merina's auditing process and explained that the 2018 financial statements included two new pronouncements that changed from the 2017 financial statements that resulted from changes made by the Government Accounting Standards Board (GASB). The first change was to GASB 75, Other Post-Employment Benefits (OPEB), which resulted in some new line items in the financial statements. Those changes were made as requested by the Oversight Regulatory Agency for the financial statements. She commended staff for taking the initiative to implement GASB 87, which pertained to leases, two years early, adding the City was one of the first entities in the State of Oregon to do so. Because GASB 87 was new not all of the guidance was out yet, so that had involved a lot of work, including numerous phone calls between the City and GASB. She was happy to report that they agreed with how the City had handled and implemented that.
- For the City's financial statements, the Finance Department and City management had decided to do a Comprehensive Annual Financial Report, an award program that the City had earned for the June 30, 2017 financial statements, and Merina anticipated the City would also earn it for the 2018 financial statements. That meant the City had taken extra time and effort to include additional information into the financial statements. There was a statistical section in the back which contained ten years' worth of data that provided a snapshot of the City for the last decade and an opportunity to look at how the City was doing over time. She commended the staff for their effort in putting it together.

Mayor Knapp asked for more context about the award program, adding he was unaware if most cities Merina interacted with received those distinctions.

Ms. Moffitt responded that many of the Merina Company's clients strived to have excellent financial reporting, but Wilsonville was one of the State's gold stars and above average.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS

Dick Spence, 8428 SW Curry Drive, Wilsonville, OR appreciated and thanked Council President Starr for his eight years of work with the City. He was honored to call Council President Starr his friend. In those eight years, the City had grown in population, economic value, and prosperity and he wondered if the past eight years had been more of a passion, instead of work, for Council President Starr. As a Board member of the Wilsonville Community Sharing Food Bank, he thanked Council President Starr for his ongoing assistance in obtaining monies for the food bank to help citizens in need. Council President Starr was a great asset to the City and its citizens.

Council President Starr presented Mr. Spence with a check for \$1,000 for Wilsonville Community Sharing.

Doris Whaler, 10668 SW Edgewood Court, Wilsonville, OR thanked Council President Starr for his financial stewardship and reminisced that in his first year of service he had found \$1 million to cut from the budget. She also thanked him for his steady support of the Chamber of Commerce, and the hundreds of businesses it represented, and noted that he was always the point of contact when the Chamber needed to convey what businesses wanted and/or needed. The City's increased friendliness to local businesses had increased during his tenure. Most importantly, he had been a tremendous public servant, responsive to the public and fair in his decisions. She asked everyone present who supported Council President Starr

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but was not speaking to stand and noted they were just a few of his friends, not only for being a Councilor, but because he was a unique and special person who would be missed.

Pauline Xu, 28431 Orleans Avenue, Wilsonville, OR stated that she was opposed to building a tennis court in Regional Park 5 and the construction of homes in Regional Park 6. Under the Regional Park 5 Park Plan, there should only be a green space to the north of her home, with no tennis court, but now there was a tennis court located next to her house, less than 25 feet from her yard. Under the Regional Park 6 Park Plan, no single home should be built along Berlin Ave in the park area. That park should only have green space and a tennis court. Previously she had a broad, unobstructed view. Under the current plan, six houses in close proximity to her home, as well as more homes farther down the hill, would be built and obstruct the views around her home. The house four units down from her, with the same floor plan but upgraded interior, was worth only a little more than hers because her home was surrounded by the park and green space. When she had purchased her home, the realtor had confirmed the City's Park Plan would not be changed to allow for future homebuilding. They had purchased their home with peace of mind that the location would remain unchanged, as any potential homebuyer would want. Now, not only had the City unexpectedly decided to build houses in the area previously designed as green space, but also a tennis court in very close proximity to her home. That tennis court would generate noise and traffic; significantly decrease her quality of life, as well as her home's value. She requested that the City remove the proposed tennis court from the Plan for Regional Park 5 or relocate it to one of the other more suitable, larger areas around Villebois.

Mayor Knapp asked Mr. Cosgrove if those issues would be discussed under Ordinance No. 830.

Mr. Cosgrove responded that the park issue had already been dealt with. Ordinance No. 830 was only about zoning.

Mayor Knapp believed the staff report discussed the modifications the builder had.

Mr. Cosgrove confirmed there would be new information after changes were made that were based on previous public testimony, but comments on park design were closed.

Mayor Knapp stated the park design had been before several government bodies, including the Planning Commission, and had also been discussed by the Design Review Board (DRB) and City Council more than once. He was unclear as to whether or not the tennis court itself had been dealt with, but confirmed they could clarify that when they got to that point.

Mr. Cosgrove confirmed that staff could provide an update later when the Council addressed Ordinance No. 830.

MAYOR'S BUSINESS

A. Outgoing City Councilor Presentation

Mayor Knapp acknowledged Council President Starr for his eight years of service as a City Councilor. He and Council President Starr had developed a very positive working relationship during that time and he appreciated the engagement and the extent to which he had advocated for what he believed in and what he believed would best benefit the City. He noted that more often than not they had been able to reach a meeting of the minds on issues as they had arisen. Moreover, the City was stronger and more economically robust than it was eight years ago, which should be gratifying to Council President Starr as he looked back upon his time of service to the City. It was difficult for a new Councilor to know what

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effect they might have on the City over the course of their service, but over time it became clearer. He commended Council President Starr on how well he had represented the City and thanked him for his time working with City Council.

Councilor Lehan stated that she had enjoyed working with Council President Starr. He had done an excellent job as Council President, as demonstrated the many times he had to assume the role of chairing meetings, which frequently went quickly due a certain efficiency the Council President had to move through an agenda. She believed the Mayor and Council President had demonstrated repeatedly their ability to be a powerful team in the region, working outside of the City with other entities such as Washington County, the City of Tualatin, Metro, and the Joint Policy Advisory Committee (JPAC), to carry forward the interests of Wilsonville's citizens and she appreciated that.

Councilor Akervall stated that she appreciated being able to overlap the last two years' time. Since her first meeting, Council President Starr had been welcoming, and she was grateful for that as well as everyone who had been on City Council, as they had been collaborative and respectful of each other. She believed that was a reflection of Mr. Starr's genuine service that of which he embodied in his work as a Councilor. She thanked Council President Starr and stated that she had learned a lot from him and from serving in this diverse and thoughtful collection of voices with him.

Mr. Cosgrove asked that his statement regarding Council President Starr be placed in the record verbatim. Mr. Cosgrove communicated the following:

"I've written some things down that I want to read into the record, starting with some of the bigger projects you've been involved in and some of the kind of softer skills you brought to the Council, and then just some personal comments that I will read verbatim into the record so that someday if your great-grandkids want to know about their great-grandfather and what he did for Wilsonville, they can come back and there will be a record of it. So let's start with some of the bigger projects that you've helped usher across the finish line. One of the most recent ones that we've wrapped up is the big pipe lease agreement. That's that 68-in giant straw that will be delivering water from the Willamette all the way out to Hillsboro, and while that was, at some times, a contentious process, you were one of five members that kind of stuck to the guns to make sure that Wilsonville got what it needed out of that, and that's, namely, \$17 million will be coming back to the City's taxpayer and rate-payers, so that's a significant accomplishment on the part of the whole Council. The SMART Fleet building was pretty much in design when I got here, but I do know that you were instrumental in helping value-engineer that down from an estimated cost of \$10 to \$12 million down to about \$6.5 million; again, significant savings for the City's tax base. Multi-million-dollar upgrade to the sewer treatment plant, and that was a very unique project because it was one of the only ones that I know of in the State of Oregon that was an operate-design-build-operate, so we brought in a third party, CH2M Hill, to operate the plant for us while they were also designing and building a new plant on top of an old plant, and they had to keep that thing going at the same time. And that thing went off as well as could be expected. The Boeckman Bridge is another project that you were involved in, not to be confused with the Boeckman Dip Bridge, which will be a future project, but you were also involved in making sure that we had funding set aside for that from Urban Renewal. The Barber Street Bridge is another huge project that you were on Council for that helped shepherd across the finish line. You were a key proponent in the acquisition of riverfront property to be added to Boones Ferry Park. I know that you brought that up to the Mayor and you guys brought that into Executive Session and we got that going. That's going to be a gift that's going to give to the future of Wilsonville residents in perpetuity. You chaired the Economic Development and Urban Renewal Task Force. Both of those committees, you were instrumental in making sure that people were heard, that the business community was heard, and that our fellow taxing entities that are affected by decisions we make are involved in those decisions. You were a key proponent for

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getting the aquatic recreation center to a vote of the people, and we never said that we could deliver that, but I know that you were instrumental in making sure that people at least got a chance to get a vote on that. You served as Council President, as Councilor Lehan just mentioned, for a majority of the time you were on Council, and I think that speaks to your leadership skills and your ability to work within a team environment. Your focus on customer service and ensuring the business community was at the table, I think, is the hallmark of your background as well, but I think it also speaks to the kind of person you are that you care about how we treat people. Fiscal prudence, Councilor, I think Doris Whaler, Doris mentioned that so I won't go on about that. We could talk about the budget reductions, but I think what I would take away from that is that we were able to do that without necessarily eliminating a lot of staff, so we were able to find efficiencies that brought some value back to the taxpayers but also did it in a way that was good with staff, so I appreciate that. So the rest of this, I'm just going to read, okay? Serving as a local elected official requires sacrifice and commitment, and you know that all too well. This is your 192nd City Council meeting over eight years of service. Each one of those meetings probably averaged around four hours per meeting. As you know, we start at 5:00 o'clock, and we end sometimes at 9:00 o'clock, but most times we go past that. And as everyone on Council knows, the packets we send out are often more voluminous than the Code of Federal Regulations, so that requires you to read and prepare for each Council meeting. That's probably another 3 ½ hours that you need to prepare before you get here. So if you add all of that up, by my math that is around 2,700 hours of your life that you will never get back and that you are not compensated for. That doesn't include the mandatory two to three Budget Committee meetings per year, the Economic Development and Urban Renewal Task Force meetings, the Council liaison to other Boards and Commissions, all the special events, ribbon-cuttings, dedications, special Council meetings, and other duties as assigned. You did all of this for an annual average salary of zero dollars and zero cents. Tonight, Scott, I am happy to announce that we are tripling your salary for the last meeting. Jokes aside, this is all time that you could have been pursuing hobbies, spending time with your family, so, to Tina, your kids, your friends, thank you for sharing and supporting Scott in his desire to give back to the community. He has made a difference and is now part of a select group of people who have established policies, overseen projects, made investments, and remained true to the vision established by the City's founding fathers and mothers. This is a special place, and you have helped keep it that way. On a personal level, I want to tell you how much I appreciate that you have never personalized issues when you might disagree with your fellow Councilors or with me. By conducting yourself in this manner, you demonstrated that old adage that it's okay to disagree without being disagreeable. I suspect that you conducted yourself in this way because you value relationships above all else. You demonstrated empathy and compassion for the community you helped lead and for the employees who serve Wilsonville. Your presence, perspective, ability to read the room, and sense of humor will be greatly missed. It occurs to me tonight that you and the Mayor are the only two remaining elected officials that brought me on board, so I also value your wisdom and judgment. I wish you happiness and health in whatever comes next, and I thank you, and I will miss you."

Mr. Cosgrove presented Council President Starr with a gift and the Council took a group picture.

City Attorney Jacobson stated she would take her cue from the expediency of Council President Starr by simply saying ditto.

Council President Starr read a prepared speech stating:

"I am grateful to have been voted in twice by the citizens of Wilsonville to serve them for two terms with the best that I had. There are so many people to thank. I would like to call out just a few. To the Chamber of Commerce 2009 Board of Directors who pushed me to serve, thank you, I think; Doris Whaler, for helping me with my first campaign; to my friends in this City who supported me

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and liked that I ran and not them; to my coworkers and fellow Councilors who supported me in my service through the years and right now; thank you to Barbara Jacobson and Bryan Cosgrove, they are the two employees of the Council, for their great talent, leadership, and dedication to the City of Wilsonville; and to my wife, who always supported me, watched me on cable with the seven other viewers, and gave me lots of free advice on how to improve and communicate better. Just some parting words of advice to several departments: to Public Works, yes, you do many things that appear to be thankless tasks, but, yes, people see what you do, and they care, and they appreciate all of your hard work. To Legal, you ladies are studs. Keep up the good work, and I pity anyone who chooses to go to court against you. To Human Resources, take great care of the staff. You have some amazing people, and it's okay to let them know that every now and then. To Community Development, I appreciate all the ordinances and regulations, but, remember, your job is paid for by the citizens of this town. Fight for them and try your best to make the rules work for them as much as possible. To SMART, our transit system, keep leading the way with creativity and passion for your clients. To the Parks Department, thank you so much for making the City look beautiful and for keeping it safe. If you ever need more fertilizer, there is plenty to be found in both houses of the Oregon State Legislature and a mother lode in the Metro Council Chambers. To Engineering, keep the standards high and keep your bids technical enough to save the citizens money. To Finance, keep winning the awards for transparency. Trust is the most important characteristic you need to have with your citizens, and we just proved that again tonight. Bryan, keep the customer service culture, the stewardship culture, and a cut above all local cities, just like we are right now. And to Council, keep loving this town the way you do; serve, not dictate; listen more than talk; respect other people's money and property; also, preserve the continuity of our plans and strategies to keep the City focused, moving forward, and cost-effective, and never make it about a political party. Your positions are non-partisan because the focus should always be on our City and not with the fading whims of one political party or another. I wish Wilsonville nothing but the best way far into the future. Thank you. For Scott Simonton, I wanted to call you out because I wanted to say thank you. For all of the employees of this town, and for all the things that I'm passionate about, and what I care for customer service, and for saving money, and for ingenuity, and being a team player, and everything good about what this City represents, you are that employee, and I just wanted to thank you. I just see it all the time and I'm just so proud that I got to be a Councilor for those eight years that you were also here, so thank you."

Mayor Knapp called for a break for refreshments at 7:49 p.m. The meeting reconvened at 8:10 p.m.

B. Upcoming Meetings

The Mayor described his recent activities and the local and regional meetings he had attended on behalf of the City. He also announced upcoming meetings the City Hall office closures for the upcoming holiday season. He noted the Metropolitan Mayor's Consortium enabled him to have extensive dialogue with other community mayors, and he described the challenges many cities were facing in recruiting capable, strong advocates for their communities to run for Council. As such, he was aware of a number of communities in the region that were either looking into or had enacted changes to possibly allow for councilors to receive a small amount of compensation. He requested that staff look into and bring forward to Council what cities around the region were doing and to acknowledge any difficulties they might have. He also wanted Staff to assess what the appropriate process or mechanism would be if Wilsonville wanted to go a step beyond what other cities were doing. He anticipated that staff would not take on this task alone as it would involve some outreach. He asked if the Council would be ready to ask staff to bring that information back to a new Council after the first of the year.

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Councilor Lehan said she had brought the issue up before during various Budget Committee meetings because she had always felt that it was one thing to ask people to volunteer. However, another to ask them to go in the hole. It was time away from work, a person’s own business, and it might involve childcare expenses. There were always expenses, and over time, they had continued to increase with meetings, committees, events, and functions. The driving alone was expensive which was why the Mayor was paid \$500 to cover the extra trips and general expenses. It helped keep the volunteerism at a zero sum gain. Other cities councils had compensation, more for the mayor, less for the councilors. Some cities paid per meeting, and she believed a nominal stipend was appropriate for Council, not just the Mayor. She believed Wilsonville needed to move in that direction. Tigard, for example, paid a half-time position salary to its mayor. The stipend needed to be tied to some escalator, whether that was regional or a clerk position. There needed to be an index because it was not reasonable to ask elected officials to pay themselves.

Councilor Akervall believed doing some; research would be a good idea. Citizens were always surprised to hear that being a City Councilor was a volunteer position. She believed Council had high expectations for staff and for each other to do the work required, which took considerable time. It would be good to have the information and to assess all of the factors related to Council’s work.

Council President Starr stated the other side was the City wanted the role to be attractive enough that it would attract smart, capable people that would make good decisions to help Wilsonville continue to be a great place to live. He believed a stipend, so that people were not pulled backwards financially, was good. Staff should look at what other cities were doing to see how Wilsonville could continue to maintain the interest of its citizens to serve and obtain Councilors that made key decisions that saved more money in the end than was spent on a stipend.

Mayor Knapp stated that information gathering would be done under the guidance of Legal, as he did not believe Council could vote for themselves. It was more about the longer-term health and vitality of the City and attracting quality people to elected positions over time. He asked Mr. Cosgrove if that direction was clear enough at this point.

Mr. Cosgrove understood what the Councilors did as volunteers and why they would want to look into the issue. He was also aware of colleagues in other cities, and their approaches and models. He was keen on the process in terms of ensuring it was done correctly and had some recommendations to that end. The City should have an external committee with representatives from various aspects of the community be in charge. He would put something together to present to the Councilors, although any benefits adopted would only apply to the next Council that was seated in 2020, not the present Council.

Motion: Councilor Lehan moved to direct staff to look at and research the issue of Council Compensation and return with a recommendation on process. Councilor Akervall seconded the motion.

Vote: Motion carried 4-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor Akervall	Yes

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COUNCILOR COMMENTS

A. Council President Starr

Shared the following three questions he had since he became a Councilor. Was he spending his neighbors' money wisely; was he respecting one of the main foundations of a democracy, personal property rights; and did he strive for communication transparency in service to the public. He had done his best over the years to respect all three of those points. He believed the Council did a very good job of trying honor those three questions. As a Councilor, he learned that 80% of what he would have to do was gray and 20% was black and white, and a lot of items voted on had unintended consequences that might be more harsh than what the Council was voting on. He believed that philosophically he had either remained in the same position or moved towards the center because of all the different things that came at the Council when trying to come up with the right decision. The beauty of the word "Council" was that it is a group of people that made the decisions. He hoped this group had done a good job in leading its two employees, the City Attorney and City Manager. In addition, it was not one person's opinion, but the blend of opinions, because it mattered to hear other people's opinions. Even if he was already leaning one way on an issue, he always listened to everyone else's thoughts to ensure he was not missing anything and was making the best decision for the City of Wilsonville. He respected the Mayor and his dedication to the City. Although they did not agree on everything, they could debate the issues and try to figure out the best thing not for themselves, but for the City. He hoped that tradition would continue, and it had been a pleasure for him to serve with the Mayor and the Council for the last eight years. He appreciated how much members of the Council loved the City of Wilsonville and how much they had sacrificed for it.

B. Councilor Stevens - Excused.

C. Councilor Lehan

Wished a Merry Christmas and happy holidays to the City, the Council, and Staff. She commended Public Works on the great job it had done decorating the town with all of the various trees, in particular the colored, spiral tree at Boones Ferry and Wilsonville Road. She had watched Public Works put it up, trim it, and put the lights on, noting that each spiral was perfectly measured. She also commended Public Works for all of the decorations on the police station and thanked private businesses, such as Mercedes and ProGrass, for their beautiful decorations.

D. Councilor Akervall

Ms. Akervall also wished everyone happy holidays. She thanked staff and the Council for their work and service. She was reminded at this time of year how important it was to pause and send out some kindness and care to the community. She was grateful for the community leaders, its educators, and the people in the Parks Department that did that routinely and would continue to push that forward into the next year.

Mayor Knapp stated that it was apparent from the previous comments that Wilsonville's strength was that it looked out for the whole community and kept it in mind that not everyone had all the advantages. There were people in the community that had difficulties and tragic circumstances, but people survived difficult times through the acknowledgement of members of the community, their friends, and neighbors. One of Wilsonville's objectives was to have a community where everyone had a place, fit in, felt comfortable and supported, and was a part of the community, and a lot of the decisions that the Council made were in that larger context. He hoped the Council always kept that in mind. Wilsonville was a special town and needed to keep thoughtfully moving forward.

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CONSENT AGENDA

City Attorney Jacobson read the titles of the Consent Agenda items into the record.

- A. Minutes of the November 27, 2018 Special Council Meeting.

Motion: Councilor Lehan moved to approve the Consent Agenda. Councilor Starr seconded the motion.

Vote: Motion carried 4-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor Akervall	Yes

PUBLIC HEARING

- A. **Resolution No. 2702**
A Resolution of The City Of Wilsonville Adopting The 2018 Boones Ferry Park Master Plan.

Ms. Jacobson read the title of Resolution No. 2702 into the record.

Mayor Knapp provided the public hearing format and opened the public hearing at 8:41 p.m.

Mike McCarty, Parks and Recreation Director thanked the Council for all of the nice comments regarding staff, especially Parks and Recreation. Furthermore, he thanked Council President Starr and wished him the best. Staff had been working on the Boones Ferry Master Plan for quite some time, and believed they had a good product. Staff had a Work Session with Council on November 19, 2018 with few comments and a couple of suggestions. The Master Plan was recommended to move forward by the Parks and Recreation Board in July and adopted by the Planning Commission at a public hearing on November 14, 2018. Nothing had changed in the Master Plan since the last time staff was before the Council. They had worked diligently on the Master Plan and he was grateful for everyone’s patience. He thanked staff for what they had achieved, a plan the City could be proud of for the next 15 to 20 years.

Brian Stevenson, Parks and Recreation Program Manager, shared some slides to illustrate the Master Plan, noting staff was very proud of the public outreach done for this project. They had done their best to hear from everyone in the community that wanted to comment. Staff had begun with three different plans, all with various elements. They scaled those down to one and made some changes to it that resulted in the final Master Plan. The number one element the community wanted in the Master Plan was river access. The final version of the Master Plan incorporated river access in a few different elements. There would be a dock to provide non-motorized boat access. There would also be the opportunity for non-motorized rentals, as well as a number of river overlooks, a trail that went alongside the river at the top of the bank, and a seasonal trail that would connect from the dock at the bottom of the hill up to the top. A dog park would be added along with some additional parking. Staff was proud of this Master Plan because it also incorporated a landing site for the future French Prairie Bridge and a number of trail connections to both current and future trails within the community. There were five phases to the Master Plan. The first phase involved all of the elements along the river. Phase 2 was the dog park area with a parking lot and

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restroom to serve that area. Phase 3 included the Tauchman House renovation, a new event plaza and relocating the basketball court. Phase 4 included a couple of trails going through the north end, as well as a small parking area, and Phase 5 was the landing site for the French Prairie Bridge and another small parking area.

Mayor Knapp thanked Mr. Stevenson and acknowledged the extensive public outreach and participation that had been a part of the process. The Council had envisioned a park that the entire City would be interested in and drawn to, and the Mater Plan seemed to develop some intriguing and interesting ways to use that acreage.

Council President Starr stated the Master Plan was a great start and he was excited for the river access, a major goal of the Council. He hoped to see another dock in the future but understood the plan needed to be executed in bite-size chunks. He looked forward to utilizing the new river access features.

Councilor Akervall stated she was excited to see the river features on the horizon. The river was an amazing community asset and it would be terrific to have more ways to engage with it.

Councilor Lehan confirmed with staff that the dock would enable people to board boats without falling out of them.

Mayor Knapp invited public testimony. Seeing none, he closed the public hearing at 8:49 p.m.

Motion: Council President Starr moved to approve Resolution No. 2702. Councilor Lehan seconded the motion.

Vote: Motion carried 4-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor Akervall	Yes

B. Resolution No. 2718

A Resolution Of The City Of Wilsonville Approving The Continuation And Modification Of The Recycling Surcharge Rates For Keller Drop Box, Inc. (D/B/A Republic Services Of Clackamas And Washington Counties).

Ms. Jacobson read the title of Resolution No. 2718 into the record.

Ms. Jacobson explained that this item was originally intended to be on consent, but it was noticed as a public hearing. Therefore, a public hearing needed to be opened for potential citizen commentary. Council had already been fully briefed on this matter and staff was available to answer questions.

Mayor Knapp provided the public hearing format and opened the public hearing at 8:50 p.m.

Amanda Guile-Hinman, Assistant City Attorney stated there was no official report or presentation for Council. Republic Services was in the audience but she did not believe they planned on testifying. Council should have received an email from Republic Services regarding the recycling market. The City

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had spoken with Republic Services regarding customer notification, and the City would work with them to ensure Council sent out a notice upon approval.

Ms. Jacobson clarified that the notice was only for the additional business charge.

Mayor Knapp invited public testimony. Seeing none, he closed the public hearing at 8:52 p.m.

Mayor Knapp reminded Council that this was a temporary surcharge for recycling purposes because of the down market in recyclables. It would be up for review in one year.

Council President Starr stated that it was unfortunate that the price was increasing because recyclables could not be shipped to China. He hoped that even though more money was being spent, people would be more responsible with how the recyclables were taken care of. He also hoped that this was a step in the right direction to figure out how to take care of this issue responsibly for the environment of the whole earth.

Mayor Knapp stated that ideally the City would help incentivize some domestic businesses to create a model whereby they could process and profit enough to justify running operations onshore and avoid sending it to China.

1. Councilor Lehan stated that the easiest and most efficient way to reduce the amount of recyclables is at the front end. Plastic items were continuously being bought and used and that needed to change.

Councilor Akervall agreed with Councilor Lehan.

Motion: Councilor Lehan moved to approve Resolution No. 2718. Councilor Starr seconded the motion.

Vote: Motion carried 4-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor Akervall	Yes

C. Ordinance No. 830 – 1st Reading

An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Clackamas County Exclusive Farm Use (EFU) Zone To The Village (V) Zone On Approximately 25.69 Acres In The North Central Portion Of Villebois From 110th Avenue To Calais East Subdivision, South Of Tooze Road To Berlin Avenue; The Land Is More Particularly Described As Tax Lots 7200, 7290, 7300, 7400, 7500 and 7600, Section 15 AB, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon Polygon WLH LLC, Applicant.

Ms. Jacobson read the title of Ordinance No. 830 into the record on first reading.

Mayor Knapp provided the public hearing format and opened the public hearing at 8:57 p.m.

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Councilor Lehan corrected that the title of Ordinance No. 830 should have been read as Section 15 AB, not Section 5 AB.

Daniel Pauly, Senior Planner announced that the criteria applicable to the application was stated on Page 2 of Attachment 2 to the Ordinance, which had been entered into the record. Copies were made available on the counter at the side of the room. Staff had discussed this project extensively a couple of weeks ago. No appeals of the DRB's decision had been received. The last piece of the application was the zone change in the north central part of Villebois, which was displayed on a map. Once that was rezoned, the only portion of Villebois that would not be rezoned would be the projects immediately around the Piazza, which was a fairly big milestone in building out Villebois. The City had adopted the Comprehensive Plan that applied to the whole Villebois Master Plan Area with the understanding that it would be rezoned to the Zone Village, created specifically for Villebois, when proposed and approved for development. The proposed Ordinance No. 830 would change it from the current Clackamas County designation of Exclusive Farm Use to the proposed Village Zone along with the remainder of Villebois.

- He was informed today that the different design options the Applicant had developed would be available tomorrow, after which the conversation with the community would continue, and administrative decisions would be made regarding reduced lots and proper alignment of the trail connection to what worked best for the neighbors.
- The tennis court had been discussed at length, particularly at the Parks and Recreation Board, as well as the DRB, about the number of tennis courts and whether they should be there at all. Both the Parks and Recreation Board and the DRB made a decision fully aware of competing interests and items to balance. They had decided on a single tennis court oriented north-south in the eastern portion of Regional Park 5. He confirmed it would not be a lit court and would have daytime play hours only. He also confirmed that the distance from homes would remain the same. It was a reasonable distance, across the street, and there would be landscape buffering on both sides of the street. Most of the public comments staff had heard were concerns about parking impacts and the amount of space the tennis court would take up in the eastern portion, which led to a reduction in tennis courts from two to one. The tennis court would likely also function as a pickle ball court.

Mayor Knapp asked if pickle ball play was as noisy as tennis.

Mr. Pauly replied that staff had not received any noise complaints regarding any other pickle ball courts that had been built in Villebois.

Mayor Knapp asked from what venues public testimony had been received.

Mr. Pauly replied that staff had spoken to some of the neighbors, as well as the Parks and Recreation Board, prior to the issue being presented to DRB. He confirmed that DRB had public testimony options, people had shown up to give their comments, and there was written testimony on the record at DRB. After that, the issue was discussed at Council. He confirmed that the Master Plan, under which the park was designed, had been reviewed by the Planning Commission and had a long history.

Councilor Akervall remembered one of the citizens' concerns was the loss of green lawn open play space. When she had reviewed her packet, a table on Page 492 showed the Master Plan, the Proposed Plan, and the acreage in size of the overall park, as well as the lawn play areas.

Mr. Cosgrove interjected and noted that Councilor Akervall's comment did not apply to what was before the Council this evening, adding that opening that door could bring a possible legal challenge. He recommended allowing staff to administratively do what they need to do, but not allow comments on a park, as zoning had nothing to do with the park.

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Mr. Pauly elaborated that there had been many opportunities, notice, and specific outreach. There were extensive discussions just last week, and staff intended to update the Council on those talks, but the DRB decision was finalized as of Tuesday, December 11, 2018.

Mr. Cosgrove stated the Council could not revisit the topic, but were sensitive to the fact that it was an issue for the neighborhood and they would do everything they could to ensure that whatever final elements were in the park were in tune with the sensitivities of the neighborhood.

Mayor Knapp requested legal advice because a member of the public wanted to speak.

Mr. Cosgrove replied that the person could speak to the zoning. However, could not get into the park issue as it was already addressed.

Ms. Jacobson clarified that any member of the public could testify about anything. However, it could not be considered as a part of the zoning designation and the speaker would need to be made aware of that. The only issue before Council this evening was the proposed zoning change, not elements within the park itself.

Mr. Pauly pointed out that the Applicant was present to answer questions, but had no additional commentary.

Mayor Knapp invited public testimony. He indicated that Mr. Yang had submitted a speaker card and asked if he still wanted to speak, noting his comments would have to address the proposed zoning change, not elements of the park, because that was previously decided.

Mr. Yang replied that the elements of the park were a part of the change, a part of the whole plan.

Mr. Cosgrove stated that Mr. Yang could speak but he had to address the conditions related to the zone change.

Mayor Knapp reiterated that the issue before the Council was the change in zoning from the Exclusive Farm Use to a part of Villebois Village.

Mr. Yang asked if a relocation of Regional Park 6 was a part of the zoning change.

Mayor Knapp replied that it was not. That testimony was already heard and considered in front of the Parks and Recreation Board, DRB and the Council. It was a closed issue.

Mr. Yang confirmed that individual elements within the park were not a part of tonight's discussion and declined to speak further.

Councilor Lehan stated that there was confusion around a procedural issue in that Council was supposed to be updated on the changes made post DRB, and although the Council was pleased with how cooperative the Applicant was in making the changes, they had never seen them.

Mr. Cosgrove clarified that staff was committed to bringing those changes before Council once they were finalized. They had received recommendations, and the tweaks that were made from public comment. Moreover, staff was working cooperatively with the Applicant to make those changes. Those changes would also be communicated to the Council and the neighborhood. He confirmed that everything related to the park had been approved.

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Councilor Akervall asked how those changes would be communicated to the neighborhood.

Mr. Pauly stated legal notices would go out. In addition, staff would also reach out to those interested parties that had been involved to notify them of the options and give them time to comment. That option was not available this evening because staff wanted to take the time to allow for comments. Staff would do a Class II Administrative Review, which included sending notice to surrounding properties and would be appealable to DRB, once the recommendations and changes were completed.

Mayor Knapp stated that he was now confused as Planner Pauly had specifically mentioned options and he believed there were no options.

Staff clarified the question was where the neighbors' preferred location of the path connection from the street to be. The number of tennis courts was reduced from two to one, based on community feedback, its location was established, and not an option. The tennis courts were a particular discussion point when the developer had a neighborhood meeting. They then took that feedback and made modifications accordingly.

Mayor Knapp invited additional speakers. Seeing none, he closed the public hearing at 9:14 p.m.

Council President Starr asked if he should abstain since the issue required a first and second vote.

Ms. Jacobson answered that if he had not reviewed the full record, he should abstain.

Mr. Cosgrove noted Council President Starr could vote on it because he had been involved the entire time. He would not have to come back and vote a second time as he would no longer be on the Council.

Mayor Knapp stated that he had been with the City from the beginning stages of planning Villebois and was likely involved in the concept planning part of the process. Throughout that process, there had been open public hearings for people to express their opinions. It was difficult when people were not aware early enough to enter their voices into the dialogue before decisions were made, and the City needed to keep working to notice people, although the City did more than was required and would continue to do so. It had also been demonstrated that people were frequently apprehensive about change, about build-out that had not occurred yet, and over the course of the whole Villebois development period, a high-quality community had been produced. People enjoyed living there. It was a robust and desirable community. He believed the City had done well with its response to citizens and the way things were built. He would ask people to not prejudge what the outcome would be until it was seen. The City and the developer had been responsive to the concerns of the neighborhood through the many steps. That continued to be true and he did not anticipate the outcome being a problem to any great extent, and it would, perhaps, be better than people were worried about. He believed it would continue to be a desirable community through these last steps of construction.

Motion: Councilor Lehan moved to adopt Ordinance No. 830 on first reading. Councilor Akervall seconded the motion.

Vote: Motion carried 4-0.

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SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor Akervall	Yes

CITY MANAGER'S BUSINESS

Mr. Cosgrove wished the Council, staff and community Happy Holidays. Also, notified Council that he would be taking some time off the following week. He thanked Councilor Lehan for her kind words regarding Public Works and ensured that he would pass those on.

LEGAL BUSINESS

Ms. Jacobson also wished everyone Happy Holidays.

ADJOURN

Mayor Knapp adjourned the meeting at 9:20 p.m.

Respectfully submitted,

Kimberly Veliz, City Recorder

ATTEST:

Tim Knapp, Mayor

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A regular meeting of the Wilsonville City Council was held at the Wilsonville City Hall beginning at 7:30 p.m. on Monday, January 7, 2019. Mayor Knapp called the meeting to order at 7:48 p.m., followed by roll call and the Pledge of Allegiance.

Immediately following the swearing in, the roll call was conducted.

The following City Council members were present:

- Mayor Knapp
- Council President Akervall
- Councilor Stevens - Excused
- Councilor Lehan
- Councilor West

Staff present included:

- Bryan Cosgrove, City Manager
- Jeanna Troha, Assistant City Manager
- Barbara Jacobson, City Attorney
- Kimberly Veliz, City Recorder
- Zoe Monahan, Assistant to the City Manager
- Daniel Pauly, Senior Planner
- Mark Ottenad, Public/Government Affairs Director
- Amanda Guile-Hinman, Assistant City Attorney
- Chris Neamtzu, Community Development Director
- Patty Nelson, City Engineer
- Bill Evans, Communications & Marketing Manager
- Dominique Huffman, Civil Engineer
- Pamela Munsterman, Municipal Court Clerk
- Fred Weinhouse, Municipal Court Judge
- Patty Nelson, City Engineer

Motion to approve the order of the agenda.

Motion: Councilor Lehan moved to approve the order of the agenda. Councilor Akervall seconded the motion.

Vote: Motion carried 4-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor West	Yes

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Swear In Newly Elected Councilors. – The Honorable Judge Weinhouse

The swearing in ceremony was conducted immediately after the call to order

Judge Weinhouse conducted swearing in of reelected City Councilor Charlotte Lehan and newly elected City Councilor Ben West.

The Council proceeded to the roll call at this time.

Mayor Knapp called for a brief recess for refreshments. The meeting reconvened at 7:54 p.m.

Councilor West read a statement he wrote that included an overview of his prior involvement in government, his initiatives, his perspective of the Wilsonville community and its history. He said he looked forward to serving his neighbors and planned to serve with honor and distinction. He thanked his parents for teaching him to love America and care about his community.

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.

Doris Wehler, 10668 SW Edgewood Ct., Wilsonville, commended the Public Works Department for the beautiful job on the City's Christmas lighting. She believed the City would leave that up until the end of January. She read the Council packet about the County asking the City to support the \$30 proposed vehicle registration fee, which she supported because some of the money that would be generated could possibly be used to fix the dangerous intersection at 65th Ave, Elligsen and Stafford roads, a worthy and needed project. She also read in the packet about the French Prairie Bridge. Unlike most of the City's capital improvement projects, this was not, in her opinion, a needed project, but it would be nice to have. She had two questions regarding the French Prairie Bridge. She asked if the community survey had included a question asking whether the bridge should be built or not?

Mayor Knapp said he did not know about the survey, but he would first want to know more about the bridge before asking if a bridge made sense.

City Manager Cosgrove said the community survey had never asked about specific infrastructure projects because it would be necessary to include an explanation of how the project would be funded. Public input on infrastructure was typically solicited at open houses, online, or at City Council meetings.

Ms. Wehler stated after reading the 200-plus comments in the packet, she believed there was enough opposition to the French Prairie Bridge that when the appropriate time came it should be put to a vote of the people. Right now, the City was proceeding with the bridge to get some cost figures, which would do nothing to alleviate the citizens' woes. Council had spent money on

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land for another pedestrian bridge from Barber Street to in front of Les Schwab and borrowed money to build a road in Coffee Creek for industrial development. Council continued adding to the urban renewal debt instead of closing down the districts as was promised when they were formed. These were just a few of the Council’s actions that make her understand why some people say they could not afford to live in Wilsonville anymore.

MAYOR’S BUSINESS

A. Elect City Council President

Mayor Knapp described the role and responsibilities of the Council President and recommended that Councilor Akervall be appointed Council President for a 1-year term for the calendar year 2019.

Motion: Councilor Lehan moved to ratify the appointment of Councilor Akervall. Councilor West seconded the motion.

Councilor Akervall stated she would be honored to serve as Council President and continue the work of City Council.

Vote: Motion carried 4-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor West	Yes

B. Board/Committee Reappointments and Appointments

Budget Committee – Reappointment

Reappointment of Andrew Karr and Paul Bunn to Budget Committee for a term beginning 1/1/19 to 12/31/21.

Mayor Knapp said Council greatly appreciated the work that board, committee members do, and the continuity they bring to those processes as they help new members become more familiar with the City’s processes and work to keep the business of the city moving forward. He recommended that Andrew Karr and Paul Bunn be reappointed to the Wilsonville Budget Committee beginning 01/01/19 and continuing through 12/31/21.

Motion: Councilor Akervall moved to ratify the reappointment of Andrew Karr and Paul Bunn to the Budget Committee for a term beginning 1/1/19 to 12/31/21. Councilor Lehan seconded the motion.

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Vote: Motion carried 4-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor West	Yes

Development Review Board Panel A – Reappointment

Reappointment of Jennifer Willard and Joann Linville to Development Review Board Panel A for a term beginning 1/1/19 to 12/31/20.

Mayor Knapp recommended the reappointment of Jennifer Willard and Joann Linville to Development Review Board Panel A beginning 01/01/19 and continuing through 12/31/20.

Motion: Councilor Lehan moved to ratify the reappointment of Jennifer Willard and Joann Linville to the Development Review Board Panel A for a term beginning 1/1/19 to 12/31/20. Councilor Akervall seconded the motion.

Vote: Motion carried 4-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor West	Yes

Development Review Board Panel A – Appointment

Appointment of Angela Niggli and Daniel McKay to Development Review Board Panel A for a term beginning 1/1/19 to 12/31/20.

Mayor Knapp recommended the appointment of Angela Niggli and Daniel McKay to Development Review Board Panel A for a term beginning 01/01/19 and continuing through 12/31/20. He briefly provided background information on Ms. Niggli and Mr. McKay, noting their education and qualifications for the position.

Motion: Councilor Lehan moved to ratify the appointment of Angela Niggli and Daniel McKay to the Development Review Board Panel A for a term beginning 1/1/19 to 12/31/20. Councilor West seconded the motion.

Vote: Motion carried 4-0.

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SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor West	Yes

Development Review Board Panel B – Reappointment

Reappointment of Richard Martens and Shawn O’Neil to Development Review Board Panel B for a term beginning 1/1/19 to 12/31/20.

Mayor Knapp recommended the reappointment of Richard Martens and Shawn O’Neil to continue on Panel B, beginning 01/01/19 and continuing through 12/31/20.

Motion: Councilor Akervall moved to ratify the reappointment of Richard Martens and Shawn O’Neil to the Development Review Board Panel B for a term beginning 1/1/19 to 12/31/20. Councilor Lehan seconded the motion.

Vote: Motion carried 4-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor West	Yes

Development Review Board Panel B – Appointment

Appointment of Eleanor Schroeder to Development Review Board Panel B for a term beginning 1/1/19 to 12/31/20.

Mayor Knapp recommended the appointment of Eleanor Schroeder, who preferred to be called Ellie Schroeder to fill the vacant chair on the Development Review Board Panel B. He also provided background information about Ms. Schroeder, noting her career history and qualifications.

Motion: Councilor Lehan moved to ratify the appointment of Eleanor Schroeder to the Development Review Board Panel B for a term beginning 1/1/19 to 12/31/19. Councilor West seconded the motion.

Vote: Motion carried 4-0.

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SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor West	Yes

Parks and Recreation Advisory Board – Appointment

Appointment of Amanda Aird and Dahe Chen to Parks and Recreation Advisory Board for a term beginning 1/1/19 to 12/31/22.

Mayor Knapp stated the Parks and Recreation Advisory Board would be working with staff to set priorities and implement the new Parks Master Plan that was completed last year. He recommended the appointment of Amanda Aird and Dahe Chen for Parks and Advisory Board terms beginning 01/01/19. He briefly noted background information and the qualifications of Ms. Aird and Mr. Chen.

Motion: Councilor West moved to ratify the appointment of Amanda Aird and Dahe Chen to the Parks and Recreation Advisory Board for a term beginning 1/1/19 to 12/31/22. Councilor Akervall seconded the motion.

Vote: Motion carried 4-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor West	Yes

Planning Commission - Reappointment

Reappointment of Simon Springall to Planning Commission for a term beginning 1/1/19 to 12/31/22.

Mayor Knapp recommended the reappointment of Simon Springall to a term on Planning Commission beginning 01/01/19 and continuing through 12/31/22. He noted the City has worked hard to have a variety of different viewpoints and perspectives available to the dialogue on the Planning Commission, which he believed was beneficial.

Motion: Councilor Lehan moved to ratify the reappointment of Simon Springall to the Planning Commission for a term beginning 1/1/19 to 12/31/22. Councilor Akervall seconded the motion.

Vote: Motion carried 3-1.

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SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor West	No

Mayor Knapp explained that sometimes it was necessary to make midterm changes and the City had other volunteer panels that did not follow regular schedules. He had interviewed several other qualified people that he would keep in mind as other possibilities arise throughout the year. He thanked the applicants and all of the volunteers who served on boards and commissions.

C. Upcoming Meetings

Mayor Knapp announced the next Council meeting would be Thursday, January 24, 2019.

D. Draft a Letter or Support for Implementation of Proposed Vehicle Registration Fee by Ordinance

Mayor Knapp gave an overview of the discussion at the Work Session held just prior to the City Council meeting on Clackamas County's request for support of a new vehicle registration fee to provide revenue for road maintenance. He provided details on the proposed fee structure, noting the City of Wilsonville could spend its share of the revenue on transportation projects, and potentially help the County prioritize projects near Wilsonville. Given the benefits to the City, he believed it was prudent for Wilsonville to support the new fee. He recommended that Council draft a letter of support for him to sign.

Councilor Lehan said the loss of federal funding cut deeply into the County's ability to take care of roads. The intersection at 65th, Elligsen, and Stafford was increasingly dangerous, but would be expensive to fix because of the elevations. Washington County already had a vehicle registration fee, so this would bring parody for Wilsonville citizens who drive on both Washington and Clackamas County roads.

Councilor Akervall understood deferred maintenance would be even more expensive in the future and this needed to be paid for now. She confirmed with staff that the County estimated the need for \$17 million per year just to maintain the current road conditions. Funding was needed urgently, so she was in favor of a letter of support.

Councilor West explained he was torn because the fee could hurt vulnerable populations and there was already a litany of failed federal, state, and local policies that had put people on welfare. However, he agreed the County urgently needed funding. He believed this issue should be taken to the voters.

Mayor Knapp noted that the letter of support would be one piece of input the Commission would consider, but the City of Wilsonville could not control whether they put the issue to a vote or carry through with the new fee.

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Councilor Lehan believed the County should decide whether the issue required a vote of the citizens. If there was a lot of opposition, the issue could always be referred back. The fee would bring Clackamas County closer to functioning as well as Washington and Multnomah Counties. She recommended Wilsonville join West Linn, Oregon City, Lake Oswego, and Milwaukie in supporting the County's proposal. The County had done a good job allowing cities to participate in road projects.

Motion: Councilor Lehan moved to endorse Clackamas County's proposed vehicle registration fee by authorizing the Mayor to sign a letter of support. Councilor Akervall seconded the motion.

Councilor Akervall explained she seconded the motion because functioning roads were essential, not just a nice amenity to have. She was encouraged by the number of outreach presentations the County had scheduled for this fall in an attempt to dialogue with community members.

Councilor West expressed concerned that the money could be mismanaged or squandered in administration because the County, Metro, and the State have a history of doing so.

Councilor Lehan said the City of Wilsonville had never squandered money and one of the best things that passed here was the road maintenance fee, which was dropped once pavement conditions improved to a level that made the roads cheaper to maintain.

City Manager Cosgrove recommended the letter state that Council supports a specific percentage of revenue be devoted to road maintenance and not staffing.

Councilor Lehan reiterated that pavement conditions were cheaper to maintain than to fix.

Councilor West asked if the vehicle registration fee would be on top of tolls in Salem and tax bills.

City Manager Cosgrove explained that tolls were an unrelated funding source, but the County's fee would be in addition to the State's fee. In terms of what the state funds for transportation, that is mostly through state and federal gas taxes.

Councilor West understood, noting his point was that this fee would be in addition to everything else.

Councilor Lehan said the Council could not wait to see what the legislature was going to do before it took care of the community. She added Councilors are tasked with taking care of our communities. The legislature had good sessions and bad sessions, but the City could not do something because it thought the legislature might do or not do something.

Councilor West believed the community must have perspective about what it was about to face potentially.

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City Manager Cosgrove stated local governments were more accountable to the citizens than at the state or federal level. If the County told voters the money would be used for a specific purpose, but that has not been done after three years, the voters would have some recourse. He confirmed that the letter could indicate the Council’s expectation that if the County moved forward with an ordinance that the funds be used for road maintenance and that the County account for its use of the funds to address Council’s concerns about money being siphoned to other activities.

Motion: Councilor Lehan moved to amend the main motion to add that the County’s ordinance include language that the funds be used for road maintenance and the County account for its use of the funds. Councilor West seconded the motion.

Mayor Knapp called the vote on the main motion.

Vote: Motion carried 4-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor West	Yes

COUNCILOR COMMENTS

- A. Councilor Stevens - Excused
- B. Councilor Lehan – No comments.
- C. Council President Akervall reminded about the Daddy Daughter Dance coming up on February 22 at the Community Center 7:00 to 9:00 p.m., noting the tickets sell out quick.
- D. Councilor West stated that he intended to carry on Councilor Starr’s tradition of posting some questions by his screen to remind him about three simple things as he served his neighbors. He read the questions “Are you wisely spending your neighbors’ money? Are you respecting one of the main founding principles of democracy, personal property rights? Did you strive for communication transparency in the service of the public?” He stated that he wanted to carry on those very important ideals, adding the questions would remain in front of whoever sat in this seat representing the city.

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CONSENT AGENDA

Ms. Jacobson read the title of the Consent Agenda item into the record.

A. **Resolution No. 2719**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Amend A Professional Services Agreement With Murraysmith, Inc. For Design And Construction Engineering Services For The Memorial Park Pump Station Project (Capital Improvement Project #2065).

Motion: Councilor Lehan moved to approve the Consent Agenda as read. Councilor Akervall seconded the motion.

Vote: Motion carried 4-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor West	Yes

PUBLIC HEARING

Ms. Jacobson read the title of Ordinance No. 831 into the record on first reading. She then read the title of Resolution No. 2720 under New Business as staff would present both items together.

A. **Ordinance No. 831** – 1st Reading

An Ordinance Of The City Of Wilsonville Amending Wilsonville Code Chapter 4, Sections 800 Through 814 To Address The New Rules Promulgated By The Federal Communications Commission; And Declaring An Emergency.

Ms. Jacobson explained staff had prioritized these ordinances because of a very short timeframe impacted by the need to involve many City departments and unexpected FCC regulations that staff was notified of at the end of September. Amendments were a possibility, but given the short timeline and the need to take public input, her legal opinion was that the City needed to move forward on this now in order to meet the January 14 deadline. Staff had to draft this in a more expeditious manner than normal, and typically, there would be a development review process. However, there would be no way to meet the deadline, so the ordinance had been changed to an administrative review process. She also noted that staff had received three letters, which are to be entered into the record as testimony.

Other changes included height restrictions, design standards, and application fees.

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Mayor Knapp provided the legislative public hearing format and opened the public hearing on Ordinance No. 831 at 8:51 p.m.

Chris Neamtzu, Community Development Director, and Assistant City Attorney Amanda Guile-Hinman presented the staff report on Ordinance No. 831 and Resolution No. 2720 regarding Small Wireless Facilities (SWF) via PowerPoint, reviewing key provisions from the FCC ruling, proposed design standards, SWF application fees, necessary code updates and next steps. Ms. Guile-Hinman noted the presentation was similar to what Council saw at the December 17 Work Session.

Mayor Knapp confirmed that the most recent recommendations, language changes, and revised drawings were reflected in the documents at the dais. Staff added the most recent copies were also at the side of the room for anyone who may wish to testify.

Ms. Guile-Hinman answered clarifying questions from Councilor West about decorative options for poles and light fixtures in Villebois. Providers could put up freestanding poles but new light fixtures would need to be considered in the future. Public Works had been talking with a specific manufacturer, but staff could not get details on decorative lights given the quick turn around time. Currently, one style of pole was the only option.

Councilor West expressed concern that given the property line and distance requirements, someone could end up with a pole in his or her front yard. He did not want to sacrifice livability for a new jazzy piece of technology.

Ms. Guile-Hinman read the following standard for residential areas, "Free standing poles shall be located on corners, or along property lines between lots and at least 5 feet away from any driveways, curb cuts, or other access points, unless approved in writing by the City."

The Mayor invited public testimony.

Kim Allen, Senior Vice President, Wireless Policy Group, stated she was hired as a consultant by Verizon Wireless to help with the deployment of small cells in the Pacific Northwest. Ms. Allen noted she had sent a letter to Council. She explained Verizon was asking primarily that the design standard piece of both the ordinance and resolution be removed and delayed a little bit. In the last FCC order that denied the request for a stay of the order, the FCC clarified some of the deadlines that they had stated in their original order. Right now, the deadline for cities to enact aesthetic standards was April of this year, so there was time to seek input from the providers. Her company reached out to the City in November on behalf of AT&T, Verizon, and T-Mobile with a letter saying they would like to do a presentation for the Council and talk about the design standards, which were highly technical and not something staff was used to working with on a day-to-day basis. They were not invited to work with staff on that. In November, she asked to be an interested party to keep abreast of what was happening, but she was not notified about Council's Work Session in December and that this matter was moving ahead so quickly. In fact, someone in our industry inadvertently ran across staff's packet on January 3, which was the first time they had seen it and it was circulated throughout all the major carriers. They tried to dig into and red line ordinance. Furthermore, her letter noted a couple problems with the ordinance that

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were significant. One was the cantenna requirement. 5G antennas could not be shrouded or even painted because they were so sensitive. She noted that at the beginning of the Work Session, this was introduced as 5G technology; however, that one requirement would effectively prohibit the deployment of 5G in Wilsonville.

- The providers would like to have an opportunity to sit down with staff to work through the technical requirements for 5G and to implement additional capacity for 4G before design standards were implemented. Today, she and Mr. Koon met with Tegan Enloe at the City of Tigard, who was taking input and intended to turn in an ordinance based on some of the feedback by next week. They were working with cities all across the Portland metro region that were facing the same challenges as Wilsonville. She understood the City wanted to go forward on the process and fees piece. However, she asked that the portion of the resolution dealing with design standards be moved and travel forward with the Ordinance that would come back on January 24 to give the providers time to give detailed input on things that would not accommodate 5G technology. There was discussion of undergrounding radios. It is dry in California where a number of the wireless consultants working on these codes were located. It is not so dry here, and undergrounding radios for this technology ended up in heavy corrosion, resulting in an unworkable solution.
- Those were some of those technical details that the providers wanted to explain with math and pictures regarding what this technology needed to look like to be deployed in Wilsonville. There were some significant issues with even meeting the FCC order in 48.0107B; the height restrictions, were not quite there being listed as an either/or, whereas in the FCC order, they were the greater of one or the other. The providers were asking for additional time. They just found out about the proposals. If staff could move off the design standards for a couple weeks, she believed they could have something that was workable for the industry.

Donna Barret, 10947 SW Saint Moritz Loop, Wilsonville, stated she was very proud to have lived in Wilsonville for six years, and she was proud to be in-house counsel for Verizon. What Verizon is trying to do with the deployment of this new technology was nothing short of amazing. To Councilor West's point, she did not want freestanding poles put around her neighborhood, and she understood no above ground utilities currently existed in the neighborhood. Passing the design standards as currently written would prohibit any kind of service because the only light standards in her neighborhood were the decorative light standards. There were no overhead utilities, so any kind of service would be prohibited within that area. Under the currently proposed design standards, not many facilities would qualify as something to deploy any kind of a small cell on, which concerned her as a citizen and as a representative for Verizon because she was very excited about the technology. Wireless is part of the City's infrastructure now and is important for the future. Verizon would love to explain to Council why this was so important and how it could improve the community. She asked that staff meet with the stakeholders to learn more about the new technology and the providers' issues in order to come up with something that the City, community, and providers would like.

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Steve Koon said he worked on the Verizon Wireless network engineering team in Hillsboro. He stated that 5G would bring many new services; things no one could even dream about right now; however, capacity was a concern. Wireless data usage was growing at 50% a year and had been doing so for the last 10 years. Even Verizon had a capacity constraint, so it was not just new services. Capacity constraints meant being unable to download or send emails when driving down the street in your neighborhood. Furthermore, this would happen without small cells and the huge uptick in data services every year. Verizon had met with Tigard and he was meeting with the League of Oregon Cities (LOC), which was now forming groups with the industry. The groups were considering model code, design standards, and education. He did not know if Wilsonville was in the LOC or interested in what the groups came up with but he believed that would be a good thing going forward.

- When Verizon looked at deploying 5G or any wireless infrastructure in a city, it went through a business case, and in this case, there were some unknown variables, such as the right-of-way and permit fees. Verizon liked and had to have predictability to determine its costs. If Verizon were doing a business case in a city compared to other cities that had predictable cost, it would be difficult to formulate that opinion with the proposed kinds of fees.

Rich Roache, AT&T Statewide Director of External Affairs, stated that as an industry, the providers were working very closely together and with cities and jurisdictions through the process. Everything Verizon shared was exactly what AT&T would say, including removing the design standards from the Ordinance. They were trying to figure out how the City's design standards would comply with the FCC order, as well as what AT&T could do. It was hard for every city. In fact, he was meeting with the City of Tigard tomorrow to work on their design standards because design standards had to be, not only guidelines the City believed was right, but also things that work with a provider's equipment. He believed the industry could come forward with some creative design alternatives to address the needs of the city that staff and other vendors might not have considered. No provider wanted to build anything that was a blight on cities because their citizens are the providers' customers. The providers want to do the right thing, build it the right way, and make sure that everyone could move together when trying to build the network. He requested that the design standards portion be removed and that the industry and staff work together to come up with something that worked well for everyone.

Mayor Knapp closed public testimony and called for comments from staff.

Ms. Guile-Hinman understood the main issue regarded the design standards, which were not part of the ordinance, but the resolution that Council was considering tonight. As currently drafted, the resolution could be administratively amended over time, so some concerns might be alleviated if staff could make some changes.

- The main reason the City was still moving forward with the design standards, despite the fact that the FCC delayed the requirement for implementing the design standards was because every other requirement the FCC placed on the City would go into effect on January 14. That meant the shot clocks still had to be met, and in particular, staff's review needed to be on point. Having some type of framework was necessary for staff to understand what was or was not required, starting January 14. It seemed somewhat inconsistent for the FCC to delay the design standards because they were necessary for understanding how the cities were

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supposed to start implementing on January 14. Given the fact that the City had built flexibility into the design standards, the way it was being adopted, staff's recommendation would be to continue with adopting the design standards in light of everything else the City was required to meet starting January 14, despite the fact that there was this reprieve.

Ms. Jacobson added if the FCC wanted to give the City more time, the biggest issue was to extend the time on that shot clock because staff had to process the applications that came in on the 15 and must have guidance or standards to do so. As she stated earlier, it would be nice if staff had more time to work with the industry more closely, but there was a big push by the industry to have the FCC pass this very quickly, and that was why the City was in this position. That being said, if Council decided to pass this resolution tonight, staff would still be very happy to meet with the industry over the next couple of weeks to listen to their comments, and if they were valid, those design standards could be amended administratively.

Ms. Guile-Hinman noted staff built some flexibility into the design standards because they understood that they did not know all the possibilities out there. For example, the very beginning on page 1 stated, "Any small wireless facility design that deviates from these design standards must receive individual written approval from the City's Planning Director." There were more examples, but that was the first one that pops out in the design standards. Staff would be evaluating as these applications start coming in and start having those conversations. That led into the antenna issue, which she believed would be resolved as staff started talking to providers. The City's consultant provided staff with examples from manufacturers who said the 5G deployment could be housed within their light poles. That was one thing to be discussed and debated. Since the City was getting conflicting information from the City's consultant who was an expert in this field.

Mr. Neamtzu responded to the comment on the ordinance by Ms. Allen that 4.01.07(b) was a greater of the two, not an either/or, stating that staff was happy to correct that if indeed staff got that wrong, and bring it back on the 24 for second reading. With regard to the comment about a prohibition in Villebois, he noted Tooze and Grahams Ferry Roads, the perimeter arterials surrounding the Villebois community, had cobra head lights, so there appeared to be ample opportunity on the perimeter of Villebois for 5G deployment given the existing light standards and the standalone poles that would be permitted within the community itself. He understood the point about the fees, but until staff got this figured out, the City had to charge actual costs, which was why staff structured it that way.

Ms. Guile-Hinman added the City's consultant stated that because the FCC said the City had to collect its actual cost, they could not even look at what other cities were charging because that did not reflect the City's actual costs. The options were either hire a consultant and do the analysis that essentially FCS did for the application fee and technical design review, which staff did not have time or money to do and did not account for any outside consultants to come in and analyze any of the deployments. Alternatively, the City could treat this as a deposit and then do a true-up at the end, which was the recommendation of City's consultant given the time constraints.

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Mayor Knapp asked how many different carriers with their own approach and equipment was the City currently engaged with, and how many might the City expect to be engaged with at some in the future.

Ms. Guile-Hinman said AT&T, Verizon, Sprint, and T-Mobile, were the four main carriers, but there were also vendors or third parties that the carriers work with, such as Mobility and two or three others that have reached out in some form over the last year or so.

Mayor Knapp asked if there was any possible way to tailor the City's rules to the proprietary equipment of each of those individual manufacturers or installers in any practical way.

Ms. Guile-Hinman replied she was not sure that is possible. She displayed a drawing of an appropriate deployment that the manufacturer said could house multiple providers' equipment. She was not certain it was accurate, but that was the information received from the City's consultant, so it was possible that some deployments could work with multiple providers, but she was not sure staff would ever fully know that for certain.

Mayor Knapp stated he saw that as a problem. As to fees, it was a problem for a carrier not having an exact fee. It was also a problem for the City not knowing what it could charge legally or what the City's actual costs were until some kind experience was built up. He believed the City was on equally uncertain footage perhaps with the private sector on that point. He asked if and how the City used a true-up fee process in any other instance with the development community.

Mr. Neamtzu replied the City used a true-up process on larger capital projects when the private sector was constructing something on behalf of the City; however, that was kind of an extreme example that was not very applicable in this case.

City Engineer Patty Nelson stated the City's traffic studies were a cost recovery. The City hires a consultant to do the traffic study, and then developers reimburse the City for those costs. The method had been successful.

Ms. Jacobson noted the City did not have a choice because the FCC mandated actual costs, which was based on what the industry wanted. They could have said 'a reasonable fee' or 'a fee similar to what was charged other carriers' or something, but they said actual cost. Now, the City had to be able to document and establish what was actual. The problem was that companies might have completely different types of equipment. The same issue occurred with the marijuana legislation. It went through very quickly, and then several things did not make any sense and it had to go back and get fixed a couple of times. The FCC acted very quickly. It was very surprising to cities and local governments, but it is what it is. These were regulations the City had to be under now and the FCC's timeframe had to be met, which was what staff was trying to do. She believed there was great benefit to meeting with the carriers. The other issue was that 5G was not really even out yet and was still being developed. She did not know if the carriers even knew for sure what this would look like yet. Staff was doing its best, but they had to meet the deadline and have everything in place, and they would work with the providers.

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Mayor Knapp asked if staff had any comments regarding the suggestion that undergrounding equipment was not viable.

Mr. Cosgrove said he hoped it was viable because the City had been doing it for many years.

Ms. Guile-Hinman explained that when the City started this process, staff was originally going to underground everything other than the antenna. In looking at other cities, it became obvious that allowing some of the equipment within the pole was appropriate and Public Works and IS staff confirmed it made sense for some of the equipment to be above ground. Seeing that deployments happen where it was housed within the pole, staff believed that was an appropriate accommodation to the City's typical undergrounding everything requirement.

Councilor West understood that if the City did not have design standards by a given date, the City would have no say in what this would end up looking like in Wilsonville, and the carriers' version versus the City's version of blight could be vastly different because he was sure the carriers were interested shareholders and the City was interested in neighbors.

Ms. Guile-Hinman clarified that right now, if the design standards were not passed, Wilsonville Code Sections 4.800 through 4.814 would be in effect, which were geared towards larger cell tower deployments and not small wireless facilities. Therefore, yes, the City would not have a good starting point to discuss what these should look like, because those standards were not geared toward this type of deployment.

Councilor West asked if the proposed standards were a worst-case scenario that the City could build from because staff said they could be amended. How flexible could the City be with the carrier partners?

Ms. Jacobson responded staff got copies of standards from cities that had already done standards and from those staff heard the carriers were able to work with and modified them to fit with Wilsonville. The City had some standards that were actually more stringent, and carriers would say they were impossible, so staff was trying to balance and stay within the regulations. That being said, the City might not exactly understand the limitations of the cantenna, but again, the cantenna idea came from Denver where they were actually using it, so the City had a reasonable starting point without having gone too far one way or the other. Staff tried to keep a fair middle ground because that was what the FCC required. However, as companies came forward. Staff would be learning more, and certainly, if the representatives from the companies were starting to meet with other cities, the City would love to schedule a meeting with staff. As the City learned more, the City Engineer and Planning Director had the flexibility to work with them to make modifications.

Ms. Guile-Hinman added the main one that staff relied on was Denver because it was also utilized in other cities. Some cities have taken their standards from Denver almost verbatim. She had personally talked to the Public Works employee in charge of the small wireless deployment for Denver, and they have had great success. Therefore, staff used that as its starting point, and then made some modifications specific to Wilsonville. Staff also looked at six to eight other

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cities that had already implemented some standards where staff liked their language a bit better. Staff took from what they viewed as the best of what was out there.

Mayor Knapp closed the public hearing at 9:44 p.m. and called for Council discussion.

Councilor Lehan said it was hard to be sympathetic with the industry in this case because she had a pretty good idea about the industry's role in getting the FCC to do this order and particularly, its timing. It seemed to be a case of be careful what you wish for, because the industry had gotten really wide open stuff in this FCC order, which would come back and be a problem, especially in cities like Wilsonville. Providers say they want predictability, but there was no predictability for the City, not knowing what to charge or what standards were going to work, while having to work under this extremely tight timeframe. It put cities in a bind and Wilsonville had no choice but to respond, as quickly as possible and in the best way the City knew how. Wilsonville unlike Tigard and many other cities had been aggressive on the aesthetics of getting utilities underground. In all of the neighborhoods, with the possible exception of Old Town, everything was underground. The City spent millions of dollars putting all of Wilsonville Road from one end of the City to the other end underground. Now, all of a sudden, these extremely ugly things were allowed, and the City would not have allowed them anywhere. It was a blight, especially when the City has worked for decades to get utilities underground, allowing trees to flourish, etc. Then there was the money the City and developers had spent on good-looking light poles that were going to be uglified—it was terrible. She understood the City might need to make adjustments, but Wilsonville was up against a wall in terms of trying to get a handle on keeping the standards and aesthetics the community was accustomed to and moved here for. The City wanted predictability, but if this was what was needed to get 5G, what about 6G, 7G in a couple of years? The City would have giant antennas on all the roofs. Where did the City get to make community standards if not here?

Councilor Akervall thanked staff for trying to address this quickly and for adding flexibility for the future to allow everyone to grow in their understanding and interpretation. She acknowledged that a lot of hard work and research had been put in to get to this point.

Councilor West stated for full disclosure that he was a Verizon customer, but he was horrified by the prospect of a Star Wars droid sitting outside his house and looking R2D2 each day he drove down the street. He did not move to Wilsonville to potentially go from no utilities above ground with beautiful trees to space adventures. It was interesting how the carriers said they need predictability, but the City was backed into a corner. The carriers did not expect Councilors to advocate for their own neighbors or recognize the City also needed predictability. He was in awe of City staff and their ability to be incredibly nimble and efficient in doing the absolute best job possible considering the circumstances, and he did not know if every city could have done that. There were other concerns that had not been brought up. As a registered nurse, public health was a major issue for him. Perhaps the City needed more time to see the ramifications of this with regard to concerns about radiation and its potential effects on the population. So often, industry has moved too fast before things could actually be studied and then before you know it, Erin Brockovich was in court. He did not want that possibility in Wilsonville. The City was being as flexible as it could. He was impressed staff was still trying to work with the carriers. Yes, 5G was important. Yes, new technology was important in business, industry, smart cars, and trips to

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the moon. He was terrified of the fact that the City could potentially have what Council had seen tonight.

Mayor Knapp stated his view was much the same. He did not find it credible to say that what the City of Denver was doing did not work. Clearly, things were working in some other places. The fact that staff had reached out to other places to get true experience was very helpful and commendable. There was no doubt that adjustments would have to be made. He believed building in the flexibility to do so was critical and he perceived that was there. He also concurred with the perspective that the industry asked, pushed, tried to get the FCC to promulgate these rules, and now, having done so, the City was prodded to action within a timeframe and in ways, it was not anticipating. The City must do its best to be true to the values of Wilsonville, the residents in the community and the neighborhoods that had been built, and it was incumbent upon this Council to take that charge seriously. He firmly believed that putting something into place, including design standards within the original timeframe was very important and very critical. That did not mean the City wanted to be inflexibility in discussions. He hoped staff would have discussions with the industry; however, he was concerned about the wide variety of industry people that might have different equipment and different perceptions, and what they perceive as different needs. The City had to set some baseline, and that was what the City was doing: setting a baseline of what the expectation was in Wilsonville. Wilsonville was one of the fastest growing cities in the state and had been for more than 10 years with 25,000 residents and about 25,000 jobs with a payroll of \$1.1 billion. The communications industry was going to want a piece of that and they would figure out a way to be here. He did not expect Wilsonville to be left behind. Yes, there were challenges, but the City knew from its development over a period of years that both the residents and business community had endorsed Wilsonville's high standards by the way they had chosen to come and locate in Wilsonville, and maintaining the integrity of the community, both at a residential and business level, was important. That said he hoped the City would be able to find a way to embrace and utilize 5G technology as it became available. The amount of data flying around would only continue to increase and would be important to business competitiveness. He believed Wilsonville's residents and businesses were looking forward to finding that kind of service from the communications industry. There was lots of opportunity in Wilsonville, and he believed that could be achieved within the proposed framework.

Motion: Councilor Lehan moved to adopt Ordinance No. 831 on first reading. Councilor West seconded the motion.

Vote: Motion carried 4-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor West	Yes

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NEW BUSINESS

A. **Resolution No. 2720**

A Resolution Of The City Of Wilsonville Approving The City’s Small Wireless Facilities Planning Application Review Fee, Technical Design Review Fee, And Right-Of-Way Access Fee, And Adopting Design Standards.

Mayor Knapp confirmed that staff did not have any other information for Council to consider and that the Councilors did not have any further questions for staff.

Motion: Councilor Lehan moved to approve Resolution No. 2720. Councilor Akervall seconded the motion.

Vote: Motion carried 4-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor West	Yes

Mayor Knapp encouraged industry providers to stay in touch with staff and provide them with technical information.

Motion: Councilor Lehan moved to continue the meeting past 10:00 p.m. Councilor West seconded the motion.

Vote: Motion carried 4-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor West	Yes

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CONTINUING BUSINESS

A. **Ordinance No. 830** – 2nd Reading

An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Clackamas County Exclusive Farm Use (EFU) Zone To The Village (V) Zone On Approximately 25.69 Acres In The North Central Portion Of Villebois From 110th Avenue To Calais East Subdivision, South Of Tooze Road To Berlin Avenue; The Land Is More Particularly Described As Tax Lots 7200, 7290, 7300, 7400, 7500, And 7600, Section 15AB, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. Polygon WLH LLC, Applicant.

Ms. Jacobson read the title of Ordinance No. 830 into the record for second reading.

Ms. Jacobson explained that while Councilor West was not present for the first reading in 2018, the ordinance only regarded zoning, and if he believed he was educated and had watched the prior testimony, he could participate. There was a quorum, so he could also allow the Council who actually was present to make the determination.

Staff confirmed they had no additional information to provide Council.

Motion: Councilor Lehan moved to approve Ordinance No. 830 on second reading. Councilor Akervall seconded the motion.

Vote: Motion carried 3-0-1.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor West	Abstain

CITY MANAGER’S BUSINESS

Mr. Cosgrove wished everyone Happy New Year.

LEGAL BUSINESS

Ms. Jacobson thanked everyone for the very thoughtful input provided tonight on the 5G matter. It had been a difficult and challenging situation that involved a large staff team and Council’s support and thoughtfulness was very much appreciated.

ADJOURN

Mayor Knapp adjourned the meeting at 10:03 p.m.

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Respectfully submitted,

Kimberly Veliz, City Recorder

ATTEST:

Tim Knapp, Mayor

DRAFT

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A regular meeting of the Wilsonville City Council was held at the Wilsonville City Hall beginning at 7:00 p.m. on Monday, March 4, 2019. Mayor Knapp called the meeting to order at 7:06 p.m., followed by roll call and the Pledge of Allegiance.

The following City Council members were present:

- Mayor Knapp
- Council President Akervall
- Councilor Stevens - Excused
- Councilor Lehan - Excused
- Councilor West

Staff present included:

- Bryan Cosgrove, City Manager
- Jeanna Troha, Assistant City Manager
- Barbara Jacobson, City Attorney
- Kimberly Veliz, City Recorder
- Chris Neamtzu, Community Development Director
- Cathy Rodocker, Finance Director
- Mark Ottenad, Public/Government Affairs Director
- Kimberly Rybold, Associate Planner
- Patty Nelson, City Engineer
- Miranda Bateschell, Planning Director
- Dan Carlson, Building Official
- Dan Pauly, Senior Planner

Motion to approve the order of the agenda.

Motion: Councilor Akervall moved to approve the order of the agenda. Councilor West seconded the motion.

Vote: Motion carried 3-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Stevens	Excused
Councilor Lehan	Excused
Councilor West	Yes

COMMUNICATIONS

A. Metro Update

Metro Councilor Dirksen, Councilor for District 3, announced new Metro Councilors, Christine Lewis and Juan Carlos Gonzales, and new Metro Council President, Lynn Peterson. He highlighted

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Metro's programs and activities via PowerPoint and updated Council on several key items, including bonds proposed for the November ballot related to transportation and parks and open space; efforts to reduce waste, especially food waste, in landfills; the process for distributing funds from the Regional Affordable Housing bond approved by voters last November; Metro's Planning and Development and Community Place Making Grants, as well as a new Pilot Grant Program to support innovations in transportation technology. He also discussed the new convention center hotel now under construction and noted the anticipated demand and economic impact of the \$39 million upgrade to the Convention Center, and the progress of the construction at the Oregon Zoo (the Zoo). He also noted upcoming events at Portland's Centers for the Arts, the Oregon Zoo, and the Expo Center, which are all owned and operated by Metro Council.

Mayor Knapp added the Portland Swap Meet, the largest antique car swap meet west of the Mississippi River, is held at the Expo Center on the first weekend of April each year.

Councilor Akervall asked for specific examples of some of the applications submitted for the Pilot Grant Program, or if any projects were underway, adding the project sounded interesting.

Metro Councilor Dirksen replied the application period had just closed, and the committee would meet this Friday to review the applications and consider which projects to fund. A few project examples from the applications included community ride share, phone apps to help connect for carpool, and funding for using electric cars for car-share programs in low income housing developments. A variety of applications were received from very diverse groups, including non-profits and different companies across the region. The WazeApp applied for a grant to explore ways to create a carpool rideshare app utilizing their platform. He acknowledged some projects would work and some would not, which was why the Pilot Program was created.

Councilor West stated he was proud of the Oregon Zoo, noting he visited many zoos throughout his travels. It had been phenomenal watching the Zoo grow and all the things the Zoo has accomplished. He asked if Metro managed the veterinary clinic in the Zoo or if it was a private partnership.

Councilor Dirksen answered the clinic was managed by Metro, adding those who work at the clinic are Metro employees. The clinic had greatly expanded and was more like a hospital now and could meet the needs of the more than 2,000, different animals at the Zoo. The Zoo recently opened a new education center for school fieldtrips and created a separate entrance for school groups that lead's directly to the education center, which had helped traffic flow. He confirmed the concerts were still occurring and this summer's concert calendar could be found on the Zoo's website. Some people were concerned about the concert venue being next to a portion of the Elephant Land sanctuary; however, the sanctuary had three main portions, and the elephants could roam to the north side of the Zoo to get away from the concert if they wanted. Nonetheless, when the concerts began, the elephants all roam toward the venue and enjoy the show as well.

Councilor West asked what was unique about the Oregon Zoo that made it so different and special.

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Councilor Dirksen answered the Oregon Zoo was world famous for its elephant exhibit and for the conservation and education efforts around elephants. Before the Zoo had elephant lands, very little was known about elephants' needs or their activities. Prior to Packy's birth, even the gestation period for an elephant was unknown. The Oregon Zoo was the only zoo in the country that had an office on site for the State Fish and Wildlife Department, which the Zoo worked with. The Zoo was also well known for its efforts pertaining to endangered species. Not only did the Zoo have an exhibit for California Condors, but it also had a breeding facility at an undisclosed location that bred and raised condors to be released into the wild. At one point, there were only 12 California Condors left in the world, now there were about 450 California Condors.

Councilor West added when he visited the aquarium in Atlanta, Georgia, they had an otter on loan from the Oregon Zoo and he was delighted to see the Portland Zoo represented in Atlanta.

Mayor Knapp noted Wilsonville's proposal to do a digester in conjunction with the City's waste hauler to convert the waste hauler truck fleet into utilizing gas produced by the processes off the food waste. Metro Council had not approved the proposal yet and it was an exemplary project to help move a waste stream into being an input stock for a necessary service. The City wanted to believe there was still a chance that the project could move forward. He had not seen any other proposal in the region as prepared or ready to implement.

Councilor Dirksen agreed the project was remarkable and believed it would move forward eventually. Wilsonville had made a great proposal for the Pilot Program, but another applicant's proposal did not require the same level of capital investment to get started, so the Metro Council would likely begin with them as a pilot project.

Mayor Knapp believed removing a truck heading eastbound on Interstate 84 (I-84) every 20 minutes was something worth pursuing.

Council Dirksen noted the trucks had not been able to go to the landfill recently because the I-84 in The Gorge had been closed. Garbage has been building up at Metro's collection centers in anticipation of the weather improving.

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 would 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.

Mike Morse, Pahlisch Homes, stated Pahlisch was developing the Morgan Farm 78-lot project in Frog Pond West and were finishing Phase 1 of 36 lots. He wanted to discuss Resolution No. 2724, the update to the water and sewer methodology and system development charge (SDC) increase. Everyone was aware developers had an issue regarding the vesting of the resolution. He wanted to describe what developers had gone through in the last seven days to get to the point of thinking they had been able to vest at least a portion of their projects. Developers thought they had until Friday at 5 p.m. to ensure their completed building permit applications were submitted. When they

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first became aware that the resolution was to be adopted effective immediately on February 21, he immediately called staff to ask what the minimum requirement was to submit and if the period could extend beyond March 1 due to the short time frame to react to the immediate effective date. On February 27, they were provided the minimum criteria to submit and were told to assume applications needed to be submitted and deemed complete by Thursday, February 28, by 5:00 p.m., but staff was having internal discussions and would let him know if the deadline changed. Staff called back mid-morning on February 28 and said Pahlisch had until 5:00 p.m. on Friday, March 1 to submit completed applications. He concluded that Pahlisch submitted its applications mid-day on Friday, March 1.

Councilor West asked how the quick implementation of the new water SDCs affected Pahlisch and other builders' practically, as far as their predictability for cost, planning forward, etc.

Mr. Morse explained that long before the 78-lot subdivision received land use approval, Pahlisch had already underwritten the project, accounting for all the estimated hard and soft costs, including City fees, SDCs, engineering fees, etc. Acquisition and development loans were based on those numbers configured long before the land use approval. A change in SDC's had an immediate negative impact to what was originally underwritten. Given current land prices and site costs; projects were already thin. While Pahlisch believed the percentage increase alone was extremely unfair, the immediate concern regarded the short time Pahlisch had to react to try to minimize the impact.

Councilor West asked how the resolution impacted Pahlisch's ability to do and complete projects moving forward.

Mr. Morse explained Pahlisch was too far into the project to be able to back out due to land costs and commitments to site costs. The impact would ultimately be on affordable housing. While the change did affect profitability, it would hardly influence the developers or homebuilders because the costs would be added to the purchase price. Therefore, the homebuyer would be paying for it.

James Adkins, Home Builders Association (HBA) of Metropolitan Portland, said he also wanted to discuss the implementation date of the water SDC. He appreciated that the previous times he had testified, Council took the time to address his concerns, even though Council did not necessarily agree. Wilsonville was valuable partner to the residential building community and the caliber of the City's staff was always very high. There seemed to be a miscommunication about the implementation date for the SDC. Throughout the process, the staff reports stated the target date was March 1, though no time was specified. He did not catch that the resolution stated February 21 would be the implementation date; otherwise, he would have discussed it during his previous testimony. He requested the Council consider amending the resolution to allow the effective date to be this morning, March 4 to allow all stakeholders in Wilsonville to have had the opportunity for their permits to be applied for and to be vested at the original SDC rate.

Councilor West asked what date Mr. Adkins thought would be fair and workable in order to meet the business community's needs.

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Mr. Adkins noted that a few years ago, the City updated its transportation SDCs, which involved a different process with more targeted engagement and informing of those doing business in Wilsonville to ensure they were aware of the approaching cost increases. He suggested taking a couple more days or a week to ensure everyone who had applied for permits in the last year received a phone call informing them of the SDC implementation. Otherwise, he believed 12:01 a.m. Monday, March 4 would be fair.

Stan Earnshaw, Community of Hope Lutheran Church, stated Hope Lutheran had been working with West Hills Development for the last year and a half on the creation and swapping of land parcels, while concurrently being annexed into the City of Wilsonville. They had also been working with staff for that same length of time and the experience had been positive. They had planned to pay a certain SDC fee to be connected to City sewer and water. He was informed last Friday that the SDC fees were being increased by about \$30,000, money the church did not have; they were not notified that the SDCs were increasing. The church was not a developer, but a non-profit organization looking to make a better environment for both the West Hills development and their project, as well as to give the church future expansion capability, so it was a win-win situation. They were surprised they had no notice that the fees were increasing to such degree. Hope Lutheran requested that they be grandfathered into the previous fees. He believed the application had been submitted via West Hills.

- He explained the annexation of the church's property was on Council's agenda this evening. West Hills had submitted an application for a water meter on the church's behalf. He described the project being worked on between the church and West Hills. The church was currently on a well, so an application had been submitted on Friday, March 1 for the church to have a water meter.

Bryan Cosgrove, City Manager, noted Mr. Earnshaw would be tied into same Friday issue discussed by Mr. Morse and Mr. Adkins.

Councilor West confirmed the church was not building anything, but attempting to connect with the City sewer and water and were hit with an onslaught of fees.

Jonathan Lockwood, Oregon Republican Spokesman, stated he came as a millennial and environmentalist to register his disgust with House Bill (HB) 2020. He was an Oregonian by choice, and loved the state, which HB 2020 would destroy. The Green New Deal was not new, not a deal, and not green, but a cash-grab from workers and families to give handouts to crony capitalists and the politically well-connected. It also failed to address the pollution in the air, charged indulgences to the government for the sin of consuming too much energy above an arbitrary cap and it enriched wealthy green robber barons. Renew Oregon, one of many front groups pushing the bill, refused to disclose its donors or reveal its surveys, and manipulated law makers and intimidated Oregonians with doomsday scare tactics. Cap and Trade put profits before people and prioritized political gain above policy outcomes. If not, it would be an albatross around the neck of every supporter and every bystander who did not act when given the chance. He urged Council to file and pass a resolution of disapproval, siding with the families of Wilsonville, instead of Multnomah County's biggest polluters.

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Dan Grimberg, West Hills Land Development, asked Council to make the water SDC resolution effective March 4. As with Pahlisch, West Hills had been advised if their applications were in by the end of business on Friday, March 1, their permits would have been vested, and they were counting on that. West Hills was not part of the SDC being discussed, which was not how the company typically operated with Wilsonville. West Hills had been a long-time builder in Wilsonville and staff knew them well, having done the first development project in Frog Pond, having built good housing stock in Villebois, on Boeckman and Wilsonville Roads. West Hills had a good relationship with Wilsonville staff, who were the best in the area and had been helpful in advancing their project in Frog Pond. He was uncertain how the miscommunication occurred, noting it was unusual as West Hills had great communication with staff. In trying to resolve the issue last week, staff was helpful in coming up with the solution that developers would be vested if their applications were submitted by the end of March 1. If the deadline were different, West Hills would have dropped everything to respond because it had a big impact on their development. On behalf of West Hills, he asked that the resolution be adopted as of March 4, noting West Hills submitted its applications and the church's application on Friday, March 1, between 12:00 p.m. and 3:00 p.m.

Barbara Jacobson, City Attorney, explained from a legal perspective, all of the appropriate and required notice under the statute was given. The resolution date proposed by staff and adopted by the Council made the new rates effective March 1 with no 5:00 p.m. time frame. When the effective date is stated to be March 1, it meant the rates changed on March 1. If there was a miscommunication about when homebuilders could submit, she deferred to the Council's discretion. She reiterated that all legal requirements were completed, all notices were given, and the effective date was March 1, so any applications submitted March 1 would have been at the new rate. She confirmed if the resolution only stated an effective date that meant at 12:01 a.m. on that date, unless a specified time was stated for the new rates to be effective.

Mr. Cosgrove understood the City was fine legally, but there was a question of equity and fairness. He did not believe any of the requests were unreasonable, adding the overriding issue was not that the SDC's went up, but that they increased so much. There could have been some miscommunication and some indications given as he was out of the office on Friday. He stated that from an equity and fairness standpoint, staff would support a March 4 effective date.

Mayor Knapp asked how many applications had been submitted after February 28.

Chris Neamtzu, Community Development Director, stated before March 1, 31 applications had been submitted by Polygon Homes, as well as two specific requests for water meters, so those 33 requests were vested having submitted prior to the effective date. He explained there were Staff members out and the department was having difficulties calibrating the computer program to get the new fee in place, and a lot of angry calls were coming in. Staff struggled through a difficult couple of days and did what they believed Council would have wanted, which was to work with the development community and do the right thing. He would accept the blame for any miscommunication, and asserted it was the appropriate and responsible thing to do considering where a lot of the development partners were and the significant amount of calls staff was receiving from those who were in the ground doing projects in the community. He stated that on March 1, 69 permits and two additional requests for water meters were submitted, one for Hope Lutheran

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Church, and the other for an individual who was on a well on Rose Lane looking to someday connect to City water. The call came in on Friday, and they were able to make the minimum submittal on Friday, March 1, to transfer the home from a well condition to City water. He ran the numbers and \$283,000 worth of deferred SDC's would not be captured if March 1, were included. The applications submitted prior to the March 1, date totaled \$118,000; therefore, a total of \$401,000 in applications came in over the course of three days attempting to beat the rate increase.

Mayor Knapp asked about the possibility of a back log of developers who were earlier in the process and might not have submitted their applications yet or might be ready to submit in the coming weeks.

Mr. Neamtzu stated staff was aware of approximately 22 additional permits that could be submitted over the next several weeks, 17 of which were for Villebois homes in Mont Blanc for Polygon Homes, and five homes in Aspen Meadows. Staff spent a significant time reaching out and calling small subdivision builders throughout the community, and most were able to get their applications in the queue or submit a couple applications in a timely manner. If Council would be interested in extending beyond March 4, Staff anticipated about 22 additional permits could be submitted. Staff could reach out again, but they were not aware of many beyond those 22 additional projects.

Dan Carlson, City Building Official, said he estimated the 22 additional permits would be submitted sometime before the summer season started, around June 1. He noted the City typically saw a pretty strong push for development permits in the spring, so builders could take advantage of the nice summer weather. Staff looked at the number of available lots that were platted and approved through Planning, how many had been submitted, and the remaining number to be submitted to arrive are the 22 outstanding permits. He confirmed the 22 additional outstanding permits were not expected to come in next week.

Mayor Knapp explained that when Council discussed the SDC consideration for water, there was a shared frustration about not updating the SDCs sooner. The need for the large increase was due to the growing list of capital projects that had to be completed and the cost the City had to cover. Raising SDC's on such a large scale was not desired, and he agonized over the difficulties caused for developers who had been planning projects, economic projections, and lining up loans. However, the City had to build out its systems to enable those building projects to move forward by providing water services for the impending and forecasted developments, which was always a difficult balance. Developers that had partnered with Wilsonville in previous years had benefited some from lower SDC's than might have been the case had the analysis been completed years ago, although that did not make the SDC increase easier to accept. He summarized the discussion from the testimony provided as well as staff's responses, and asked if the Council believed an equity or practical consideration would be appropriate to adjust the implementation timing of the SDC dollar amounts already approved.

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Motion: Councilor West moved to change the implementation date for Resolution No. 2724 to March 15, 2019. Councilor Akervall seconded the motion.

Councilor West stated that as a city, Wilsonville takes care of each other and loved its business partners, developers, and communities of faith. The City could have done a much better job of not bringing a 60 percent SDC increase all at once. It would be a small cost for Council to slow down with such an astronomical increase in SDC's, which everyone agreed was necessary, to make sure the City left room for economic planning down the line for businesses to adjust to the increase, have clear communication, and allow those few to fairly come in and take advantage of the lower rates. He suggested an implementation date beyond the March 4 date initially requested to provide a bit of wiggle room as it was uncertain whether the numbers were right on potentially revisiting the situation again. He reiterated he wanted to be fair and a bit more generous, although he was open if somebody wanted to make an amendment or changes. He believed Council needed to do something.

Councilor Akervall stated nobody wanted to raise the SDC in a dramatic way, but the reality was that the money had to come from somewhere for these projects. The longer the increase was delayed, the longer Wilsonville's tax payers would have to subsidize that money, which was something she did not feel good about. Everyone was already going to be contributing to these projects. It was the philosophy behind how the City ran its SDCs. This situation was unfortunate for everyone, but if a message was given that the deadline was end of day on March 1, 2019, then she would feel good honoring that. Prolonging the date further should have been discussed when the original resolution was passed. She would be interested in amending the motion to end of business day March 1, if that was the date communicated. She did not know if end of business day March 1 versus 12:01 a.m. March 4 really mattered, perhaps it was the same unless it was business practice to submit applications on Sunday.

Mayor Knapp said he wanted clarity on how many applications the Planning Department thought were in the wings. He had heard 22 over several months, but how many were expected by March 15, two, three, or five. It all seemed quite speculative.

Staff responded it could be between 0 and 100 application, agreeing it was indeed speculative at this point. The 22 was based on the easy research done in the short time staff had to put the report together, and on past practices of those that tend to submit to get shovels in the ground between now and the end of June. However, staff really had no true way to know without contacting individual builders, which they could certainly do.

Mr. Cosgrove corrected that not increasing the SDC for a period of three or four years was an administration decision made before his time because the economy was horrible and everybody wanted to attract development and get builders interested. He clarified that the subject SDC increase was due to the City's significant upcoming capital improvement projects, not because SDCs had not been increasing by incremental amounts over time, like with the consumer price index or construction engineering costs. The City was expanding the water treatment plant, building a \$3 million tank, and installing large pipes. The dollar figures being quoted tonight by staff were small in terms of the overall scope. He did not know whether a March 4 or March 15

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deadline would make much difference, but staff would make March 15 work if Council wanted, which might also allow more opportunity for Mr. Carlson to do some outreach if that was something Council desired.

Mayor Knapp noted legal notice was one thing; it was reaching people who have been collaborating with Wilsonville over time and helping build the community. Over the last decade, there had been \$800 million in private sector investment in the Wilsonville community which has benefitted the community in many ways, including jobs and incomes, and the City wanted to continue that kind of relationship. It was hard to judge how many more people would scurry around between now and Friday to get anything in this week. It was pretty hard, and time was short. He agreed the \$283,000 impact on 69 to 71 requests was not an astronomical figure to juggle; maybe a few more would be submitted in another week or two. The question was whether Council was more inclined toward cutting it off, knowing what had come in, or providing a little window for people who were just now hearing about this to have time to do something. There was some logic to 5:00 p.m. on Friday, not 12:01 a.m. on Friday.

Ms. Jacobson advised if Council went with Councilor Akervall's recommendation, then the resolution could easily be amended to leave the old rates in effect until 5 p.m. on Friday, March 1 with the new rates to become effective immediately thereafter.

Mr. Cosgrove added that would also account for any Sunday submittals, though the City was not open on Sunday. March 4 provided the certainty of knowing how much had to be made up, which, in the grand scheme of things, was not a lot. It was fair to those who had invested. Extending the date to March 15 added more exposure that somebody would have to make up that cost.

Councilor West believed the City was known for being gracious, and even Friday the 15 would not be that much more of an expense. What was probably more of an expense was the impact on affordable housing, which was a real crisis in the community. Giving just a little bit in implementing such a large increase was reasonable. He was open to an amendment to March 4 and just doing the right thing, but he would like to give people a bit more time to get all their documents in. Just because the City covered every legal basis, did not mean it was right. In the future, he hoped the City would consider how it communicated with the builders and partners the City has a relationship with because nobody liked that surprise. It was not a win-win, and the City was always looking to do better. He reiterated he was open to changing the date, but wanted a little bit more of a window out of good faith.

Councilor Akervall noted that in looking at the numbers, there had been an impressive hustle and considerable effort to get that many applications in on March 1. Those applicants were trying to abide by the word they had been given. Council's word should mean something; Council said it was March 1 and great effort was made to get those applications in on March 1. It made sense that there was agreement it was March 1, instead of pushing it out, otherwise they would not have had to work so many overtime hours on Thursday night to get it all in. There were many story lines and Council could not make a scenario to help filter them all through. Council needed to follow through; if March 1 was stated, then that was what Council should follow through on.

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Motion: Councilor Akervall made a friendly amendment to the main motion to have the new SDC rates take effect at 5:01 p.m. on Friday, March 1. Council West seconded the friendly amendment.

Mayor Knapp restated the main motion and called the vote.

Vote: Motion carried 3-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Stevens	Excused
Councilor Lehan	Excused
Councilor West	Yes

MAYOR’S BUSINESS

A. Upcoming meetings

Upcoming meetings were announced by the Mayor as well as the regional meetings he attended on behalf of the City.

B. **Tourism Promotion Committee – Appointment**

Appointment of Lizabeth Price to Tourism Promotion Committee, Position 7 for a term beginning 3/4/19 to 6/30/21.

Mayor Knapp recommended the appointment of Lizabeth Price to Wilsonville’s Tourism Task Force, noting her professional background and experience in tourism.

Motion: Councilor West moved to ratify the appointment of Lizabeth Price to the Tourism Promotion Committee, Position 7 for a term beginning 3/4/19 to 6/30/21. Councilor Akervall seconded the motion.

Vote: Motion carried 3-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Stevens	Excused
Councilor Lehan	Excused
Councilor West	Yes

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COUNCILOR COMMENTS

A. Council President Akervall

Councilor Akervall announced the Town Center Plan event would be held next Wednesday from 5:00 p.m. to 6:00 p.m. Many people had been involved in the project over the last two years and the tremendous amount of effort from Staff really carried the project through so expertly. It was also very cool to see how many community members had volunteered, been involved on the Task Force and attended the numerous feedback events the City has done over the time of the project. She thanked all the community members that had shared their input. She was very excited about the work and the large collective effort of so many people bringing ideas and making it a very vibrant, exciting plan. She hoped people could attend the event on March 13, or at least enjoy some of the images from the Town Center planning process.

B. Councilor West

Councilor West stated he planned to attend the Town Center event and looked forward to seeing all the work the community had done. He acknowledged the passing last week of Dennis Richardson, a statesman and a dear family friend. He noted Mr. Richardson would always sprinkle “liberty and justice for all” in his speeches. Liberty symbolized freedom and was really unique, not only to America, but also to western civilization. Justice was important too. Justice was fairness and brought a piece of unity, equality, and looking out for each other and being fair. Dennis Richardson embodied those things as well as what it meant to love your neighbor. While people did not always agree with him, Oregon lost a true statesman, and he would be missed. Councilor West said he just wanted to take a moment to honor Mr. Richardson’s memory as Secretary of the State of Oregon.

CONSENT AGENDA

Ms. Jacobson read the title of the Consent Agenda item into the record.

A. **Resolution No. 2726**

A Resolution Of The City Of Wilsonville Authorizing The Mayor To Execute A New Urban Renewal Planning Area Agreement With Washington County To Acknowledge City Of Wilsonville Planning Authority In The Basalt Creek Planning Area.

Motion: Councilor Akervall moved to approve the Consent Agenda. Councilor West seconded the motion.

Vote: Motion carried 3-0.

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SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Stevens	Excused
Councilor Lehan	Excused
Councilor West	Yes

PUBLIC HEARING

Ms. Jacobson read the titles of Ordinance Nos. 832 and 833 into the record on first reading.

A. Ordinance No. 832 – 1st Reading

An Ordinance Of The City Of Wilsonville Annexing Approximately 24 Acres Of Property Located On The West Side Of Stafford Road Just North Of Boeckman Road Into The City Limits Of The City Of Wilsonville, Oregon; The Land Is More Particularly Described As Tax Lots 1800, 1902, 1903, 2000 And 2200 And A Portion Of Stafford Road Right-Of-Way, Section 12D, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. Kathleen E. Ludwig, Clifton Molatore, Brenda L. Melum, Lynette E. Eaton, Theodore W. Eaton, Robert Kessler, Bonnie Kessler, And Diane Hillier, Petitioners.

B. Ordinance No. 833 – 1st Reading

An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Clackamas County Rural Residential Farm Forest 5 (RRFF5) Zone To The Residential Neighborhood (RN) Zone On Approximately 15 Acres And To The Public Facility (PF) Zone On Approximately 7 Acres On The North Side Of Boeckman Road Just East Of Boeckman Creek; The Land Is More Particularly Described As Tax Lots 1800, 1902, 1903, 2000 And 2200, Section 12d, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. West Hills Land Development LLC, Applicant.

Mayor Knapp provided the public hearing format and opened the public hearing on Ordinance Nos. 832 and 833 p.m. at 8:43 p.m.

No Councilor declared a conflict of interest, bias, or conclusion from information gained outside the hearing. No Councilor’s participation was challenged by any member of the audience.

Kim Rybold, Associate Planner, announced that the criteria applicable to these applications were stated on Page 2 of Attachment 3 to Ordinance No. 832, and Page 2 of Attachment 2 to Ordinance No. 833, which had been entered into the record. Copies of the report were available on the counter at the side of the room. She presented the staff reports for the requested annexation and zone map amendment via PowerPoint, noting the annexation site’s location, size, and surrounding features, and describing the zone map amendment to change the existing Clackamas County District to a combination of Residential Neighborhood (RN) and Public Facility Zones. The application of these districts was consistent with the recommendations of the Frog Pond Master Plan. She highlighted the additional applications unanimously approved by the Development Review Board (DRB) that were contingent upon Council’s approval of tonight’s requests, noting two waivers were necessary to facilitate the preservation of a Oregon White Oak located in the right-of-way

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for the future Willow Creek Drive. No public testimony was received at the DRB public hearing last month. Staff recommended approval of the annexation and zone map amendment requests.

Mayor Knapp asked for more information on the two waivers.

Ms. Rybold displayed the plat map and noted the arborist stated a 22-ft preservation zone radius was required to save the 34-inch Oregon White Oak tree, so the street was designed to have quite a wide median in front of the lots. Of the four adjoining lots, the two in the middle would require a waiver to the minimum lot size since the street took a bit of the frontage to preserve the tree. And then additionally, the Applicant requested a front setback waiver for the four lots affected by the modification and right-of-way for tree preservation.

- She confirmed the front setback waiver would produce a building closer to the road. Noting the setback lines on the map, she indicated the elevation frontage would be consistent along the street, but the street would get a little closer to those four homes, which would still be setback a bit farther than the remaining homes to the south because of how the street curved.

Mayor Knapp confirmed that City Attorney Jacobson had no comments, and called for the Applicant's presentation.

Michael Robinson, Land Use Attorney, Schwabe, Williamson and Wyatt, 1211 SW Fifth Avenue, Suite 1900, Portland, OR, 97204, stated he was representing the Applicant, and introduced Dan Grimberg from West Hills and Mike Peoples from OTAK. He stated the Applicant agreed with the staff report to Council, and certainly with the DRB's unanimous recommendation to City Council for approval of both the annexation and zoning map amendment. As mentioned, no one testified in favor of or in opposition to the application at the DRB hearing on February 11. The Applicant requested that Council adopt both ordinances on first reading tonight.

- He explained why the legal description in Exhibit A to the annexation packet referenced Stafford Meadows Phases 2 and 3 Annexation Area, when the plat for the development was called Frog Pond. He noted that the plat title had no legal meaning, it was just a title that could be removed, but it did not do any harm. The application met the approval criteria. What was important was the legal description, which Metro and the Oregon Department of Revenue would review to ensure the legal description closed. However, the legal description did not use the phrases Stafford Meadows or Frog Pond Meadows at all because none of the property was platted, so it was just an unknown description. The title resulted because the Applicant had to submit the applications in October, and at that time, the Applicant was still calling it Stafford Meadows. In consultation with staff, the Applicant changed it to Frog Pond to represent the name of the neighborhood the project was being developed in. So, the later materials refer to it as Frog Pond, but the legal description title of Stafford Meadows, not the legal description, just reflected that the legal description was prepared and submitted before the Applicant switched to Frog Pond; it had no legal import whatsoever.

Mayor Knapp said he wanted to ensure any legal action the Council took would be applied to the right piece of ground and thanked Mr. Robinson for the explanation. He confirmed there was no public testimony, adding that was indicative of the robust public process that had occurred previously. The City's process was different than some other communities in that development plans were vetted before annexations were proposed.

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He confirmed Mr. Robinson had no rebuttal or added comments and closed the public hearing at 8:57 p.m.

Councilor Akervall commented it was wonderful that the terrific Oregon White Oaks were going to remain a part of this area inside Wilsonville. She noted that as Wilsonville created neighborhoods, the city tried to pay attention to the trees that exist, which made special communities and neighborhoods; the trees were going to be a tremendous asset. It was great to see the trees being carried forward as this area would definitely change in the future.

Mayor Knapp said that while it might not be social engineering, he believed the City made a concerted effort to try to facilitate growth of neighborhoods where people want to be, noting the successes in Charbonneau originally, and in much of the rest of the city, more recently in Villebois. He was confident and looking forward to achieving the same kind of things in Frog Pond and that the City was on good track to do that. He appreciated the work that the private and public sectors had done. He believed the City was on a good path, and he looked forward to that coming to fruition. He believed the application was appropriately prepared and he fully supported it moving forward.

Mayor Knapp invited additional speakers, seeing none he closed the public hearing at 8:57 p.m.

Motion: Councilor Akervall moved to approve Ordinance No. 832 on first reading. Councilor West seconded the motion.

Vote: Motion carried 3-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Stevens	Excused
Councilor Lehan	Excused
Councilor West	Yes

Motion: Councilor West moved to approve Ordinance No. 833 as read on first reading. Councilor Akervall seconded the motion.

Vote: Motion carried 3-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Stevens	Excused
Councilor Lehan	Excused
Councilor West	Yes

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NEW BUSINESS

A. **Resolution No. 2727**

A Resolution Of The City Of Wilsonville Supporting A Clackamas County Tobacco Retail License.

Ms. Jacobson read the title of Resolution No. 2727 into the record.

Mark Ottenad, Public/Government Affairs Director, presented the staff report, describing the background and purpose of the resolution, noting the cities of Happy Valley, Gladstone, Milwaukie, Oregon City, Sandy, and West Linn, as well as Clackamas County and School District Superintendents.

Mayor Knapp reminded that County representatives had recently presented detailed information about the license and subsequently, Council asked that staff prepare and return a resolution to give the Council the opportunity to support this effort.

Councilor West stated he was passionate about this public health issue of smoking. This week alone, he had a number of very emotional conversations with patients in his care about smoking cessation, and being able to spend more time with their grandchildren as they battled really chronic, significant diseases related to smoking. While he supported the letter, this had also been somewhat of a State issue that had been rumbling with additional expenses added on top of smoking. Proposals were coming out of Salem for significant increases in taxes on tobacco and this resolution would be another additional cost. He has had constituents call him about the resolution, and as different governing bodies supported this, he wanted to make sure Council was cautious about how these increases in cigarettes could create black markets and target vulnerable populations in a different way. However, Resolution No. 2727 was not about cigarette taxes, but making sure the County was enforcing the laws that were evidence based to reduce smoking in our communities, and to make sure a healthier community over all. He was happy to support this resolution, but he wanted to voice the concerns that had been brought to him.

Councilor Akervall agreed about the importance of Resolution No. 2727, noting one statistic that jumped out at her the most was that nearly 90% of adult tobacco smokers started smoking before the age of 18. She felt very motivated to do whatever possible to enforce the framework that was already in place. The resolution would help get the existing structure be more effective.

Motion: Councilor Akervall moved to approve Resolution No. 2727. Councilor West seconded the motion.

Vote: Motion carried 3-0.

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SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Stevens	Excused
Councilor Lehan	Excused
Councilor West	Yes

CITY MANAGER’S BUSINESS

Mr. Cosgrove noted he had attended the Wong’s Building Supply ribbon cutting and was happy to welcome the business to the community, noting other events had kept Councilors from attending. Because Council was busy and had so many things going on, staff and the Chamber developed some internal protocols to ensure notifications were in place regarding businesses’ events because the businesses really did appreciate it when City representatives showed up. The Mayor would be contacted first and if he could not do it, then the Council President would be contacted, and then, the other Councilors would be contacted to see who might be available to attend. If no Councilors were available, then Mr. Cosgrove would be happy to attend on the Council’s behalf.

LEGAL BUSINESS

No Report.

ADJOURN

Mayor Knapp adjourned the meeting at 9:10 p.m.

Respectfully submitted,

Kimberly Veliz, City Recorder

ATTEST:

Tim Knapp, Mayor

**CITY OF WILSONVILLE
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A regular meeting of the Wilsonville City Council was held at the Wilsonville City Hall beginning at 7:00 p.m. on Monday, March 18, 2019. Mayor Knapp called the meeting to order at 7:11 p.m., followed by roll call and the Pledge of Allegiance.

The following City Council members were present:

- Mayor Knapp
- Council President Akervall
- Councilor Stevens
- Councilor Lehan
- Councilor West

Staff present included:

- Bryan Cosgrove, City Manager
- Jeanna Troha, Assistant City Manager
- Barbara Jacobson, City Attorney
- Kimberly Veliz, City Recorder
- Chris Neamtzu, Community Development Director
- Cathy Rodocker, Finance Director
- Mark Ottenad, Public/Government Affairs Director
- Dwight Brashear, SMART Director
- Mike McCarty, Parks and Recreation Director
- Patty Nelson, City Engineer
- Bill Evans, Communications & Marketing Manager
- Zach Weigel, Capital Projects Engineering Manager
- Zoe Monahan, Assistant to the City Manager

Motion to approve the order of the agenda.

Motion: Councilor Akervall moved to approve the order of the agenda. Councilor Lehan seconded the motion.

Vote: Motion carried 5-0.

SUMMARY OF VOTES

- Mayor Knapp Yes
- Council President Akervall Yes
- Councilor Stevens Yes
- Councilor Lehan Yes
- Councilor West Yes

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.

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Ezra Hammer, Director of Policy and Government Relations for Home Builders Association (HBA) of Metro Portland addressed Council. Mr. Hammer wanted to follow up on the communications he sent to Council earlier in the day regarding revisions to the System Development Charges (SDC) ordinance. Mr. Hammer respectfully requested that Council ask staff to examine and consider HBA's recommendations regarding SDCs. The communication provided by Mr. Hammer listed the following requests:

1. Vest SDC rates upon the submission of a land use review application.
Currently, SDC rates are determined at the submission of a building permit application. Because rates change annually - and often times dramatically - it is extremely important for a builder to properly identify SDC rates early on in the development process. Projects often require land use review approvals before they are eligible to submit building permit applications. These approvals can take years to obtain and timelines can vary significantly depending on project opposition, site constraints, design review, etc. Additionally, builders spend hundreds of thousands of dollars – and oftentimes more - prior to the submission of land use review applications. These costs include, but are not limited to, architectural and engineering plans, site acquisition, soils testing, and legal costs. Despite these sunk costs, builders are unable to lock in SDC rates until they complete the lengthy land use review process. As such, allowing SDC rates to vest earlier on in the development process will increase project certainty and reduce housing costs.

2. Collect SDCs prior to the of certificate of occupancy.
Currently, SDCs are collected at submission of a building permit application to help offset impacts on Wilsonville's infrastructure. These impacts include new residents using the sewer system, driving on roads, and visiting local parks. Despite this, builders are required to pay SDCs long before any impacts exist. Given the nexus between impacts and SDCs, the most appropriate point of collection is prior to the issuance of certificate of occupancy. This would ensure that Wilsonville receives SDCs prior to legal occupancy and the associated impacts, while builders are not tasked with paying SDCs months before the impacts occur. Several local jurisdictions are implementing this change and Medford already has a process in place. Additionally, the State Legislature is currently considering requiring payment of SDCs at the issuance of certificate of occupancy for new housing up to four units. Shifting the point of collection would reduce housing costs in two ways. First, construction dollars are oftentimes more expensive earlier on in the building process. These dollars come with high interest rates, meaning that soft costs paid early on in the building process are more expensive than those paid at a later date. Second, payment later in the process reduces carrying costs and limits interest payments. As such, allowing for payment of SDCs later on in the development process will increase project certainty and reduce housing costs.

Mayor Knapp reported that during Work Session, Council asked staff to do some analysis and return to a future meeting with additional information on HBA's proposals.

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MAYOR'S BUSINESS

- A. State of the City Address

Mayor Knapp presented the 2019 State of the City Address.

Mayor Knapp's 2019 State of the City Address is appended to the minutes in its entirety.

- B. Placeholder for Appointment

Wilsonville-Metro Community Enhancement Committee – Appointment

Appointment of Olive Gallagher to the Wilsonville-Metro Community Enhancement Committee, Position 3 for a term beginning 3/18/19 to 6/30/21.

Motion: Councilor Akervall moved to ratify the appointment of Olive Gallagher to the Wilsonville-Metro Community Enhancement Committee, Position 3 for a term beginning 3/18/19 to 6/30/21. Councilor West seconded the motion.

Vote: Motion carried 5-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Stevens	Yes
Councilor Lehan	Yes
Councilor West	Yes

COUNCILOR COMMENTS

- A. Council President Akervall

Reported that she had participated in the Tualatin Valley Fire & Rescue (TVF&R) Community Academy.

- B. Councilor Stevens

Announced the following events:

- Community Enhancement Committee meeting is tomorrow, March 3, 2019.
- Library Board meeting is March 27, 2019.
- Today is National Transit Driver Appreciation Day.
- First Friday Films is on April 5, 2019 starting at 6:00 p.m. at the Library.

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C. Councilor Lehan

Publicized the below happenings:

- History Pub at McMenamins is always the last Tuesday of the month. The next History Pub is March 26, 2019.
- Cable Tree Dedication April 26, 2019 at the Memorial Park River Shelter.

D. Councilor West – Passed.

CONSENT AGENDA

Ms. Jacobson read the titles of the Consent Agenda items into the record.

A. **Resolution No. 2732**

A Resolution Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Autumn Park Apartments, A Low-Income Apartment Development Owned And Operated By Northwest Housing Alternatives, Inc.

B. **Resolution No. 2733**

A Resolution Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Charleston Apartments, A Low-Income Apartment Development Owned And Operated By Northwest Housing Alternatives, Inc.

C. **Resolution No. 2734**

A Resolution Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Creekside Woods Lp, A Low-Income Apartment Development Owned And Operated By Northwest Housing Alternatives, Inc.

D. **Resolution No. 2735**

A Resolution Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Rain Garden Limited Partnership, A Low-Income Apartment Development Owned And Operated By Caritas Community Housing Corporation.

E. **Resolution No. 2736**

A Resolution Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Wiedemann Park, A Low-Income Apartment Development Owned And Operated By Accessible Living, Inc.

F. **Resolution No. 2739**

A Resolution Of The City Of Wilsonville Requesting Transfer Of Roadway Authority On A Portion Of Stafford Road From Clackamas County To The City Of Wilsonville.

G. Minutes of the January 24, 2019 and February 21, 2019 Council Meetings.

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Motion: Councilor Lehan moved to approve the Consent Agenda as read. Councilor Akervall seconded the motion.

Vote: Motion carried 5-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Stevens	Yes
Councilor Lehan	Yes
Councilor West	Yes

PUBLIC HEARING

A. Resolution No. 2728

A Wilsonville City Council Resolution Approving The Citywide Signage & Wayfinding Plan.

Ms. Jacobson read the title of Resolution No. 2728 into the record.

Mayor Knapp provided the public hearing format and opened the public hearing at 8:33 p.m.

No Councilor declared a conflict of interest, bias, or conclusion from information gained outside the hearing. No Councilor’s participation was challenged by any member of the audience.

Community Development Director Chris Neamtzu along with consultant Mary Stewart, Project Manager at Alta Planning + Design provided the PowerPoint presentation.

Ms. Stewart reported that the priority destinations were chosen by both the focus group community members as well as City staff. Moreover, the pedestrian fingerboard style of signage was developed so that destinations could be easily added, deleted or edited. The fingerboard signs can be adapted easily to include for example any new housing developments, new parks, and/or new event centers.

Ms. Stewart informed that the large circle maps found on the kiosk signage are actually stickers. Therefore, allowing the maps to be edited and changed when necessary.

Councilors Akervall and Stevens requested that staff make an effort to continuously review signage for any updates or changes that may be needed overtime.

The Mayor invited public testimony, seeing none he closed the public hearing at 8:46 p.m.

In closing, Council appreciated community members, Planning Commission and staff for all of their thoughtfulness, attention to detail, time and effort in creating the Citywide Signage & Wayfinding Plan.

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Motion: Councilor Stevens moved to approve Resolution No. 2728. Councilor Lehan seconded the motion.

Vote: Motion carried 5-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Stevens	Yes
Councilor Lehan	Yes
Councilor West	Yes

A. Resolution No. 2740

A Resolution Authorizing A Supplemental Budget Adjustment For Fiscal Year 2018-19.

Ms. Jacobson read the title of Resolution No. 2740 into the record.

Mayor Knapp provided the public hearing format and opened the public hearing at 8:54 p.m.

No Councilor declared a conflict of interest, bias, or conclusion from information gained outside the hearing. No Councilor’s participation was challenged by any member of the audience.

Finance Director Rodocker presented the staff report.

The Mayor invited public testimony, seeing none he closed the public hearing at 8:58 p.m.

Motion: Councilor Akervall moved to approve Resolution No. 2740. Councilor West seconded the motion.

Vote: Motion carried 5-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Stevens	Yes
Councilor Lehan	Yes
Councilor West	Yes

NEW BUSINESS

A. Resolution No. 2741

A Resolution Of The City Of Wilsonville, Oregon Authorizing Financing Of The Capital Project Described In The Coffee Creek Urban Renewal Plan.

Ms. Jacobson read the title of Resolution No. 2741 into the record.

Finance Director Rodocker presented the staff report.

**CITY OF WILSONVILLE
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Mayor Knapp publicized that this is the lowest cost alternative that the City has found to move forward with the Garden Acres Road improvements. Furthermore, the City has learned from discussions with the private sector that they need confidence that the City is providing public amenities. Therefore, by making the construction improvements on Garden Acre Road through the industrial area it places Wilsonville in a positive place to receive private sector investment.

Motion: Councilor Lehan moved to approve Resolution No. 2741. Councilor Stevens seconded the motion.

Vote: Motion carried 5-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Stevens	Yes
Councilor Lehan	Yes
Councilor West	Yes

B. City Manager Pro Tem Appointment

City Manager Cosgrove recommended the City Council appoint Assistant City Manager Jeanna Troha as City Manager Pro Tem for the period April 1 through April 5, 2019, as Mr. Cosgrove will be on vacation during that period.

Mr. Cosgrove read the suggested motion:

I move to appoint Assistant City Manager Jeanna Troha as City Manager Pro Tem from the period April 1 through April 5, 2019.

Motion: Councilor West moved to approve the motion as read by City Manager Cosgrove. Councilor Lehan seconded the motion.

Vote: Motion carried 5-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Stevens	Yes
Councilor Lehan	Yes
Councilor West	Yes

CONTINUING BUSINESS

Ms. Jacobson read the title of Ordinance Nos. 832 and 833 into the record for second reading.

Ms. Jacobson advised that planning staff has not received any further public comments since the first reading of these ordinances.

**CITY OF WILSONVILLE
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A. Ordinance No. 832 – 2nd Reading

Wilsonville Annexing Approximately 24 Acres Of Property Located On The West Side Of Stafford Road Just North Of Boeckman Road Into The City Limits Of The City Of Wilsonville, Oregon; The Land Is More Particularly Described As Tax Lots 1800, 1902, 1903, 2000 And 2200 And A Portion Of Stafford Road Right-Of-Way, Section 12D, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. Kathleen E. Ludwig, Clifton Molatore, Brenda L. Melum, Lynette E. Eaton, Theodore W. Eaton, Robert Kessler, Bonnie Kessler, And Diane Hillier, Petitioners.

Motion: Councilor Lehan moved to adopt Ordinance No. 832 on second reading. Councilor West seconded the motion.

Vote: Motion carried 5-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Stevens	Yes
Councilor Lehan	Yes
Councilor West	Yes

B. Ordinance No. 833 – 2nd Reading

An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Clackamas County Rural Residential Farm Forest 5 (RRFF5) Zone To The Residential Neighborhood (Rn) Zone On Approximately 15 Acres And To The Public Facility (Pf) Zone On Approximately 7 Acres On The North Side Of Boeckman Road Just East Of Boeckman Creek; The Land Is More Particularly Described As Tax Lots 1800, 1902, 1903, 2000 And 2200, Section 12D, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. West Hills Land Development LLC, Applicant.

Motion: Councilor Lehan moved to adopt Ordinance No. 833 on second reading. Councilor West seconded the motion.

Vote: Motion carried 5-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Stevens	Yes
Councilor Lehan	Yes
Councilor West	Yes

CITY MANAGER’S BUSINESS

Wished Mayor Knapp a happy birthday and thanked Council for approving his absence from the April 1, 2019 Council meeting.

**CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES**

LEGAL BUSINESS

Wished Mayor Knapp happy birthday.

ADJOURN

Mayor Knapp adjourned the meeting at 9:10 p.m. An Urban Renewal Agency meeting followed.

Respectfully submitted,

Kimberly Veliz, City Recorder

ATTEST:

Tim Knapp, Mayor

DRAFT

**CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES**

2019 State of the City Address

Well, good evening. I'm Tim Knapp and I have the pleasure of serving as the Mayor of the City of Wilsonville. It's hard for me to believe, but it is 10 years ago that I delivered my first State of the City Address here from this very podium. And, while that is a while back, it seems like time has flown by and a lot of things have changed in Wilsonville. So, I want to talk about a few of those things.

I would first like to introduce you to and welcome the members of our City Council here so that everyone knows you if they don't already. I have always valued having a range of different perspectives represented on our Council. I think that the discussions are more robust and the, the ultimate decisions are probably better outcomes than if we had more unanimity of opinion. So thank you all who serve now and have served in the past on our Council.

City Councilor Kristin Akervall is currently our, Council President. So, she brings a, maybe a generational shift for some of us to the Council and that certainly welcome her participation. Councilor Susie Stevens I believe has been on Council since 2012ish. And, she also has been a long-term resident and businessperson here in the City. Thank you Susie. And City Councilor, Charlotte Lehan. There she is. She sneaked in the back. Charlotte, as you may know is a former Clackamas County Chair and Clackamas County Commissioner as well as a long-term former mayor of the City of Wilsonville. So thank you for all your input too. And our newest member Councilor Ben West, who is joining us here just this year getting started and look forward to ongoing dialogue with Mr. West and, and hearing his perspective and input also.

Would also like to recognize other electives that are here in our in the room tonight. Clackamas County Commissioner Ken Humberston is here. Thank you, Ken for coming. Wilsonville State Representative Courtney Neron is here. Thank you, Courtney for coming. And City of Tigard Council President John Goodhouse is here. Thank you, John, for joining us all the way from Tigard. So is there any other elected person in the room? Am I missing anyone? Thank you so much for all coming.

The City Council sets goals after every election. So, every two years we set goals and we're going to do that this coming month in April. And we look forward to that discussion. A lot of kind of policy and positioning discussion happens at that time. The Council has had consistent goals for a period of time and these includes several major components.

One them, ones that I think we are most committed to is the idea of good community design and conductivity. That means we're working to facilitate social connection among, across neighborhoods, public spaces and institutions. At the same time, we're trying to enhance physical connections, our roads, our sidewalks, our pathways, our bikeways and our transit system. We want to provide opportunities for people to walk and recreate outdoors. We want people to have access to nature and to the major waterway that flows through Wilsonville the Willamette River. So, we try to exercise thoughtful land use planning. Planning for people, for the jobs, for industry and for the amenities that people love in living here. We work with planning and managing the challenges that inevitable growth bring to us. At the same time, we're trying to accomplish farmland and forest protection. We're trying to protect environmental resources and exercise good stewardship toward those resources.

CITY OF WILSONVILLE
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We keep reinvesting and reinvigorating the community. In many ways. We work to enhance the community amenities like the library, the schools, recreational areas, commercial opportunities. We try to improve our parks and recreational programming. We have new master plans for our park system, especially for Boones Ferry Park and Memorial Park. We understand that design matters in our community. What is built, how it's built, where it's built, changes the dynamic of our community. And it can be for the better or for the worse if, we're not careful. We want to promote community economic development, knowing that good jobs and good housing options for people at all stages of their life where their differing needs and interests are important. We want to attract, we want to have an attractive economic environment that fosters quality industries that pay good family wage jobs.

We want to be and value being an inclusive, welcoming community. Wilsonville is a community with people from many different backgrounds and places and walks of life and they are all part of our community. This City adopted a formal resolution a bit ago proclaiming ourselves to be an inclusive community, which is might be contrasted to an exclusive community and we hope that that will continue to be true.

Your City government works well. We have a high level of community engagement and we have volunteers that are key to making the City function well and we thank you all who are volunteers. You provide many thousands of hours each year serving on City boards and commissions, working with our, our schools, our seniors, our churches, our other social organizations. This has a significant factor in how our community socially functions day to day, year to year and it adds innumerable benefits to our community.

At the same time, we have a professional level, high quality City staff that has a strong service orientation. Our staff and our Council have prioritized conservative budgeting and tight fiscal controls for over 21 consecutive years. The Government Finance Officers Association of the U.S. and Canada has recognized the City of Wilsonville Finance Department with the distinguished budget presentation awards. The City regularly meets the highest principles of government budgeting standards. Our financial oversight has resulted in Standard and Poor's Global Ratings. Recently raising the City of Wilsonville's long-term rating. This was in 2018 from AA+ to AAA rating. A strong indicator of the consistent fiscal responsibility exercised in this City.

The City undertakes over the years and in recent years has done several major planning efforts, which we expect to come to fruition in coming years. Residential development is one of the major topics. We are working on the Frog Pond neighborhoods now as the Villebois development plan is nearing completion. The Frog Pond West area plan was adopted in November of 2015. The School District has confirmed that they will locate a primary school, you know, within the Frog Pond West neighborhood, and that is expected to become a social center, much like Lowrie Primary School functions in the Villebois neighborhood. Frog Pond West will be a traditional suburban single-family home neighborhood, which will help balance out the City's portfolio of housing. I believe there the Frog Pond West is currently planned to have about 570 houses within Frog Pond West on lots ranging from 4,000 feet to 12,000 feet each. The cost of construction in what would be known as a Greenfield area, meaning it needs new pipes and roads and sidewalks. Means that this will not be affordable housing modestly priced area. Those costs have to be born somehow and the prices of homes in that area will bear most of that cost.

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It is designed to be a connected neighborhood for people. It will be walkable, there'll be a grid street system, there will be limited vehicle entries from Boeckman Road and Stafford Road. There will be connection to a wonderful future regional trail and park system that will flow down along the Boeckman Creek and reach all the way to Memorial Park. It is also designated as the 2019 Northwest Natural Street of Dreams exhibition site. And we look forward to that coming out of the ground and seeing what that looks like. The time frame seems tight, but I have seen houses starting to come up out there now.

Eventually, over the next few years we will move into Frog Pond East and South areas. Metro added these areas to the City's Urban Growth Boundary in 2018. Master planning will be completed over the next three or four years already. However, Meridian Creek Middle School is in the South Frog Pond neighborhood and is open and functioning and becoming a social staple of the Frog Pond area.

Beyond residential development, we're talking about the Town Center in a lot of ways. We have a new vision for the Wilsonville Town Center, the Town Center Plan. We have been through a multi-year process of a community driven vision to reimagine what our Town Center should be. Could it be a place that will serve us, entertain us provide places to socialize and places to shop, all in the same area. Our Town Center as it currently exists grew out of an automobile centric design from the 1970s and the 1980s we have put this whole process through an extensive public engagement series. We have had over 100 meetings that we've had people attend.

We have collected more than 2,000 survey responses on what people would like to see in their Town Center and we have assembled more than 10,000 data points from which to draw the analytics to base that on the a hundred acre project area around and within Town Center Loop. Includes the Clackamas Community College Wilsonville campus, the existing Town Center shopping area including Fry's Electronics and Regal Cinemas and other businesses adjacent along the freeway on the west side, west side of the Town Center area, I should say, not the west side of the freeway. The vision is to create an attractive, accessible place for visitors and residents of all ages to shop, to eat, to live, to work, to learn to play. We want to consider strategies on how to create a more attractive commercially vibrant mixed-use district. There has been strong community demand for an easily accessible and pedestrian friendly Town Center area.

We know from our experience with the outreach that there is firm residential support for a walkable and modern main street district with a mix of small retail shops, as a core center. We're looking to create a new street grid and sidewalk connectivity that offers multiple routes through and within this whole new Town Center area. The intent is to integrate urban and natural environments by creating the concept of an emerald chain of active open parks spaces linking existing and future parks along with promenades and urban plazas all the way from Memorial Park to an envisioned bike pedestrian bridge from Town Center across I-5. We have benefited highly and from the very much-engaged task force that we've had working on this. So, we want to thank all the citizens and stakeholders have been that have been participating in the process. The Planning Commission approved this overall plan last week and that Town Center Plan comes before Council next month.

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In the last year, we've also, last couple of years, I guess worked heavily on our parks and recreation master plan. We have updated that plan an extensively, especially with specific development plans for Memorial Park and for Boones Ferry Park at the, at the river end of Boones Ferry Road. The theme of these specifics revolve essentially around increasing access to the Willamette River. Access can mean visual access, not necessarily putting your toes in the water, but appreciating the river corridor that flows through our City. There's also within the master plans, proposed new sports fields for Memorial Park and for the Frog Pond Community Park that will be adjacent Meridian Creek Middle School. We have more outdoor options currently underway. We're improving the dog park with new amenities including restrooms and a dog wash. We have better community gardens access.

We have developed a new recreational programming from, for everyone from youth to seniors. We've had a youth computer coding camp that we've sponsored as well as ballroom dancing for adults and a partnership with the Wilsonville Police Department for free personal safety seminars at the Community Center.

We have a Community Tourism and Development Committee that is working on expanding Wilsonville footprint maybe beyond our local boundaries. In 2018, they relaunched the explorewilsonville.com tourism and visitor information website. The community events section is one of the most popular portions of the website, both for visitors and for residents. The site has a set of 12 themed pocket trips within Wilsonville as basis for various day trips you could take if you are located in Wilsonville. Our City's visitor value proposition offers Wilsonville as an easily accessible location that opens up a variety overnight lodging options near many possible tourist destinations.

Further, our City and County tourism grant programs provide some \$45,000 per year to support community and tourism events. Many of you know, such as the Wilsonville Arts and Culture Council Festival of the Arts, our Fun in the Park Festival, Wilsonville Rotary Foundations summer concert series, Brews for the Communities Wilsonville Brew Fest, and relatively new the Wilsonville bicycle event, the Salmon Cycling Classic. Further, we are working on developing a community investment strategy for arts; excuse me, arts culture and heritage. We perceive a strong community interest in advancing a plan that promotes arts and culture within our City. And are drafting a strategy for public and private sector investment and local support. It is notable that the Wilsonville, West Linn - Wilsonville School District has a 2020 bond measure coming before citizens that includes the potential for a 600 seat performing arts center attached to Wilsonville High School and available for broader community use.

Another area that the Council and the staff is working consistently on is employment expansion and future opportunities for business and industry. The Coffee Creek and Basalt Creek areas are the focus of most of this attention at this point in time. Wilsonville is focused on providing the infrastructure that cultivates high wage jobs that can be strong support for families. Today, Wilsonville hosts over 21,000 jobs. 21,000 jobs in a community of 25,000 people, that is not typical for suburban communities. Half of Wilsonville jobs are in the high wage sectors of manufacturing, engineering, computer programming, and wholesale distribution. Those 21,000 jobs in Wilsonville have an aggregated annual payroll in excess of \$1.1 billion. Again, not typical for a community on the edge of the Metro area of 25,000 people aggregate payroll of \$1.1 billion annually.

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The City continues to work on new opportunities to attract high wage jobs. Coffee Creek employment area is one of those. Coffee Creek lies to the south of Day Road on the west side of the freeway. This is a 200-acre area that is designated regionally significant industrial area by Metro government, RSIA they call it. It is envisioned as a high quality attractor of good jobs in industry with the potential to have perhaps 1,500 jobs and maybe a payroll of another \$100 million if that area can be fully brought into production.

We established an Urban Renewal Area in 2016 to facilitate that area after a favorable community vote in 2015. That Urban Renewal will enable new businesses to help pay for the needed pipes, roads, sidewalks, storm water systems, et cetera that are necessary to urbanize a previous rural area. We're working on major infrastructure investments such as Garden Acres, Road upgrade to prepare the Coffee Creek area to be inviting and encouraging for further private side investment. We hope to attract companies that offer high quality employment and recognize that this kind of employment is what pays the bulk of the taxes that support the City services and amenities that we all appreciate.

Beyond Coffee Creek, we're looking to planning for the Basalt Creek Employment area, which lies north of Day Road running up to the boundary with Tualatin. The Basalt Creek concept plan was adopted in 2018 and the new partially built Basalt Creek Park Parkway is the future boundary that will exist between Tualatin and Wilsonville. We're working toward necessary amendments to allow future annexations and to ready this area for business and employment development throughout the Basalt Creek area.

So, how are we doing some of this preparing and making more attractive? Well, we have a program that again is quite unique to suburban communities in that we have our own public transit agency, we call SMART. The City formed the South Metro Area Regional Transit Agency 30 years ago and have run that system ever since. It's intended to be a more responsive transit service for residents and employers throughout the Wilsonville area. We know that it helps Wilsonville employers recruit and retain top quality workforce in a globally competitive economy.

SMART solves what's sometimes called the last mile connection concern for public transit. Within 10 minutes of arrival of each West commuter train at the Wilsonville Transit Center, SMART picks up the riders and whisks them to their front door of their workplaces within Wilsonville. Our businesses and their transit commuting workers love the quality of the SMART service they receive. Transit use removes many single occupancy vehicle, vehicles from our crowded freeways. Providing more capacity for the timely movement of freight and commerce by truck. Transit use reduces production of greenhouse gases and reduces overall vehicle miles traveled. Achieving both environmental and social benefits. SMART offers, free in town service, connecting us with other transit systems also. And I think I saw a public service announcement here somewhere.

Mayor Knapp then played a video of the SMART public service announcement.

We have door-to-door service for older adults and peoples with disability going out of town for medical trips especially, for relatively modest fees. We have a newly formed Dial-a-Ride Steering Committee working with to, to refine current demand response service and make recommendations for improved services and efficiencies.

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SMART and the City successfully compete to win federal grants to help us pay for new buses. Since 2012, SMART has won over \$3.8 million in competitive federal and state grants. 3.8 million, we have taken in competitive grants. SMART has committed to being 100% alternative fuel fleet by target year 2028. Currently 43% of the fleet is powered by compressed natural gas, soon to be joined by some battery electric buses. We have three new state of the art battery buses on order being built for us and in the next couple of years; we will see them in service in, on SMART routes. Electric and alternative fuel buses provide a more sustainable travel option at a lower overall long-term cost of operation.

The Council amended the SMART Transit Master Plan in 2018 because a couple of things changed. The Oregon House passed Bill No. 2017 to provide a new statewide revenue to help support public transit. SMART will receive new funds and be able to complete compete for additional funding. Beyond that, SMART intends to use these funds to expand with new service, new routes and more frequency. We will see more frequent all day service from Wilsonville to Tualatin and additional mid-day trips all the way to Salem. There will be extended hours of service for our crosstown bus lines into the later evening and weekends. So, we value our public transit and continue to support that.

We're also working on our surface transportation issues. Addressing traffic congestion, I can say is one of the major congestion major issues. Recognizing the congestion that we have on many of our surface streets and City Council is very much attuned to that. Of course, our SMART transit operations are one way that we address congestion, there are others.

The Clackamas County Board of Commissioners recently enacted a \$30 a year vehicle registration fee to help fund road maintenance and traffic congestion improvements. Clackamas is the only county in the Metro region that has not had a dedicated ongoing local road-funding source, even though it has more miles of road than any of the other Metro region counties. Some 1,400 miles of road to maintain the Clackamas \$30 a year fee matches that already being paid by Washington County residents. 40% of the fee of the dollars collected under that fee. We'll come back to cities. Wilsonville anticipates that we will receive about \$500,000 per year for local road improvements. In addition to that, another 10% of the funds collected will be put into a fund for road improvements on the urban rural interface by the County and we intend to be part of the decisions on that. Also, one area that we are specifically concerned about that might be a candidate for that kind of funding support is the intersection of 65th and Elligsen and Stafford Road on the north edge of town just outside of our boundary.

The City's working within the, the City government is working also within the City on traffic solutions that we can help to implement. One of those is the southbound I-5 congestion study recently completed in conjunction with ODOT. This resulted in a plan called the Wilsonville Facility Plan for improvements to I-5. It would add an auxiliary lane from the Wilsonville Road going south across the river past Charbonneau to the Canby/Hubbard Highway 551 cutoff and provides seismic upgrades to the Boone Bridge. Projected cost is some \$80 to \$120 million for all of that work, which is not funded or dedicated at this time, but the City is lobbying at both the state and federal levels for commitments to move that project forward on a foreseeable timeline.

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At the same time, we have funded local improvements. We termed spot improvements around town to help congestion where we can. The Boones Ferry Road southbound left turn lanes onto Wilsonville Road have been improved significantly in recently. We have added a third stacking lane southbound on the I-5 southbound ramp to remove more of those cars from Wilsonville Road and help traffic flow on Wilsonville Road. We have done some improvements on Boones Ferry near the Fred Meyer driveway south of Wilsonville Road. We've added some traffic control specifying no turn on red during rush hour on the northbound and that area of the Wilsonville Road Boones Ferry Road intersection. At the same time, we have been advocating throughout the region for a larger South Metro I-5 corridor transportation study. That study would look at questions like, how can transit like West be better utilized for more commuters? How can freight movement be better served? Where can incremental changes like additional merge or auxiliary lanes help reduce congestion and improve safety?

The proposed French Prairie Bicycle Pedestrian and Emergency Bridge is part of the same strategy. It would serve as an emergency bridge when needed to provide access across the river south to the Charbonneau area. When I-5 became gridlocked, it would provide incident response to second tier emergency responders and be a redundant connection to the Boone Bridge. It would create more I-5 resiliency by the fact that it would be constructed to a higher seismic standard than the Boone Bridge currently is. It would be not coincidentally and alternative transportation option and at tourism attraction for people, people that are walking, people that are biking, a tourist that might come to, to participate in the trails that, that pass through Wilsonville and go either north or south. And not, not to a small extent, also for residents that want to be able to get back and forth across the river without having to merge onto the freeway and off of the freeway. It would connect the northern trail area of the Metro region through the Ice Age Tonquin Trail down through Wilsonville to the Willamette Valley Scenic Bike Route that is south of the Willamette River.

Also a project that is not funded that is only conceptual and preliminary study. At this stage, Metro is undertaking a potential major transportation funding measure to put in front of voters in November of 2020. And, that group is just starting to work. I've been asked to participate and been appointed to serve on that advisory task force and we will see where that direction leads. The City continues to build our interconnected grid, giving people more options to move around. A recent memory, we have built the Barber connection across Coffee Lake. We have built the Vlahos extension that comes out near the library. We have building improvements on Canyon Creek Road. We have built the Kinsman to, at the corner of Boeckman northward to the intersection with Barber Street southward to Barber Street, I'm sorry. And, at the same time, we're planning on future improvements such as the Old Town Escape Road at 5th Street over to Kinsman, the Garden Acres industrial Road in the Coffee Creek area, the Boeckman Dip Bridge project and various other bicycle and pedestrian connections where we're trying to fill in gaps in the existing system.

I guess the last thing I would want to mention under our surface transportation is that Council has had a long-term goal to do a sign, signage and wayfinding plan throughout the City. This is an idea to provide a unified wayfinding system for all different modes of transportation. It would have signs and informational kiosks that were all architecturally similar. It would help make safe connections between key destinations and current commercial districts, whether you're walking, or biking, or driving and the design and the architecture of those would be designed to strengthen our sense of place and increase foot traffic into businesses and just generally offer a more enjoyable experience to visitors to our community also.

**CITY OF WILSONVILLE
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So, Council is working on a lot of different fronts. A lot of it is pertaining to growth and to the challenges that that brings. Metro government projects that another 500,000 people will call our region home by the year 2040, just over 20 years away, another half a million people. Council will continue to set quality long-term direction for the City.

We want to be a connected, complete community. Where environmental stewardship is valued and incorporated throughout our urban area. We want to honor and use thoughtful land use planning, maintaining a high quality community where we create strong, high quality amenity, rich interconnected neighborhoods, commercial centers and employment areas. We want to do responsible economic development for economic stability in our community. We're looking for good jobs from diverse sectors with a variety of skill, skills and skill levels being called for. We want to have the goods and services that our people need available locally. We want to have, we want people to have multiple choices for how they live, work, and play at whatever age or stage of their life that they're at. And, ultimately, we want people to practice, participate in ways that are healthy, active living, and have access to attractive public spaces and recreational opportunities. Places that people really want to be.

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 needs of, to meet the varied needs of all of our different Wilsonville residents. We need to continue to build an employment environment that attracts quality, family wage jobs both now and into the future. Even though we don't know what jobs will look like 20 years from now, or what industry will look like 30 years from now. We need to continue to developing transportation systems and connections to enable multiple options for how we move throughout the City and in interconnect with the region. Our ongoing goal and I think the overarching challenge is to create a safe, desirable, aesthetically pleasing community, which nurtures, sustains and connects us all throughout our lives. We need all of Wilsonville citizens to join in this work. If our combined efforts are to yield the future, we envision. Will you join in? Together I believe we can achieve the vision. Thank you very much.

Audience applause.

Thank you. I would want to recognize that I could not be here for one year, let alone ten without the support of my wife Melodee, who is here tonight. So thank you, so much.

And I think we have a few refreshments and we'll take a few minute break at this point if you would join us.



JULY 2019

MONTHLY

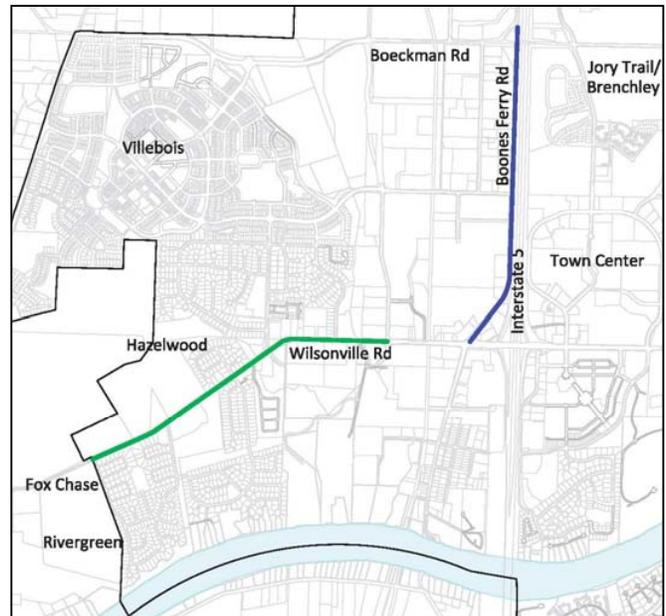
REPORT

From The Director's Office

Greetings!

As much as we all love summer in the Willamette Valley, I have to say it is just not long enough to build all of the things that need to be built. For the Community Development Department, summer is construction season, and it is finally here. There are many Engineering Division Capital projects underway or soon to be underway. You will see activity all over the community. City staff are working very hard to deliver high quality infrastructure projects in a timely manner and under budget.

- The Garden Acres Road urban upgrade project is under construction. The project involves the design and reconstruction of a rural local access road to an urban industrial roadway including the installation of a 66" water transmission pipeline for the Willamette Water Supply Program (WWSP).
- The Willamette River Outfalls Restoration project is under construction. This project will improve two stormwater outfalls that discharge to the Willamette River. The outfalls are located in the Rivergreen and Morey's Landing subdivisions.
- The annual street maintenance project will rehabilitate the pavement on Wilsonville Road (between Willamette Way West and Kinsman Road) and Boones Ferry Road (between Wilsonville Road and Boeckman Road). The project will include pedestrian enhancements and upgrades to ADA ramps within the project boundary. See map right.
- The WWSP is gearing up to construct a segment of 66" water transmission pipeline from Arrowhead Creek Lane near the Water Treatment Plant to Wilsonville Road as part of their PLM 1.1 Project.
- Surge tanks, a new meter, and vault are being installed at the Water Treatment Plant. Construction is scheduled to be complete in the fall.



Wilsonville is very fortunate to have such a dedicated, hard working group of professionals thoughtfully advancing the infrastructure plans for this wonderful city.

Respectfully submitted,

Chris Neamtzu, AICP
Community Development Director

Building Division

A Little LIDA

Wilsonville's Frog Pond Development was chosen for the 2019 NW Natural & Homebuilders Association Street of Dreams. The entire Community Development team has been very busy approving designs, issuing permits, coordinating and tracking changes, and ensuring State Building Code compliance through the inspection process. There are many unique and interesting products and construction methods employed at the Street of Dreams housing project, one of which is the use of "LIDAs."

LIDA is an acronym for "Low Impact Development Approaches." Essentially, LIDA facilities are structures that treat and filter rainwater or stormwater runoff from driveways, streets, rooftops, and other solid impervious surfaces. The stormwater is captured, filtered, and detained before entering our community's open drainage courses. Oil, sediments, chemicals, soaps, and other debris are prevented from entering our streams and rivers and eventually the aquifer. LIDA facilities use naturally filtering bio-material (soil and plants) and piping configurations to obtain these beneficial results. According to Wilsonville Public Works Standards, the five objectives are:

1. Preserve Existing Resources
2. Minimize Site Disturbances
3. Minimize Soil Compaction
4. Minimize Imperviousness
5. Infiltrate Stormwater Runoff from Impervious Areas to the Maximum Extent Practicable.

In the Frog Pond Development, stormwater management is being shared by individual homeowners. In addition to the larger subdivision-wide LIDA facilities that are built and later maintained by the Homeowners Association, smaller LIDA facilities are being installed on individual lots in an effort to pre-treat the runoff before it leaves private property. Beginning stormwater runoff treatment and detention on individual home sites as close to the source as possible reduces cost to the public and increases the effectiveness of the effort to keep our drinking water clean. Additionally, when a LIDA facility is installed and maintained on a homeowner's private property, a partnership is created that will help ensure conservation of our natural resources. By accepting and participating as private citizens in preserving the cleanliness of our precious water resources, everyone wins.

To learn more about LIDA facilities, go to www.ci.wilsonville.or.us/natural/page/stormwater.

-Mike Ditty, Building Inspector/Plans Examiner III



Building Division

Zero to Sixty in Six Months

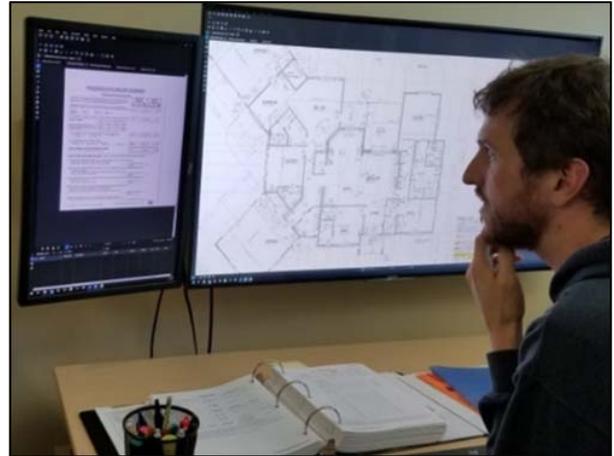
Zero to 60 mph in six months is a pretty slow pace for a car, but for the premier showcase event for the NW Natural & Homebuilders Association—the 2019 Street of Dreams in Wilsonville—it is a blisteringly fast past to build a home. The Street of Dreams officially kicked off on July 26 and features six high-end, custom homes with all the bells and whistles. These homes feature the best in building innovation and new technology. Event planners anticipate 50,000 to 70,000 people will visit the Street of Dreams during the month-long show.

In an effort to facilitate this project, the Community Development team put together a fast-track, one-day plan review process. Builders scheduled their plan reviews with CD staff for a specific date and all disciplines performed a plan review on that date. The intent was to pre-schedule reviews to create a timely and predictable approval process for builders. Once the review was completed, builders would receive either their permit the following day or a list of plan revisions that needed to be made before approval could be given. This effectively cut weeks out of a typical plan review process.

Another tool staff used to facilitate a quick review was a software called BlueBeam. This software is a robust PDF markup tool that enabled staff to receive plans and perform reviews entirely electronically. This saved builders a lot of time and numerous trips to City Hall to submit paper plans. While the process was not perfect, it did provide staff with an opportunity to beta test a new way of working through a paperless plan review process, which will eventually be the future of how this work gets done.

Once permits were issued, the mad dash started to complete the home build before the July 26 kickoff. Essentially, this meant building six high-end, custom homes within the span of six months. With all hands on deck, one builder completed their home in just three short months. Inspection staff often performed multiple inspections of homes on the same day in order to ensure these homes met code and were kept on schedule.

The CD team is proud to have been a part of such a prestigious project and proud to provide some pretty innovative services so customers could succeed.



Building Division



Economic Development

Business Retention & Expansion

- As part of a Business Retention/Expansion effort, the Economic Development Division is seeking input from Wilsonville based businesses about current challenges, interest in expansion, satisfaction with City services, and appetite for workforce assistance resources.
- 38 traded-sector businesses in Wilsonville completed an electronic survey during the month of June.
- Staff have conducted one-on-one interviews with ten traded-sector and/or high-growth employers and are aiming to schedule one meeting per week with additional employers for the remainder of the summer.
- The results of this research will be analyzed and shared with Council and the business community in the fall.

Urban Renewal

- Wilsonville hosted an Urban Renewal Best Practices tour on July 23 for the Oregon Economic Development Association and other URA practitioners, for inclusion in the updated Oregon URA Best Practices manual. Topics included:
 - Year 2000 URA Substantial Amendment to finance the Boeckman Dip Bridge and working with taxing districts to adopt a substantial amendment
 - Coffee Creek URA: Creative financing in jump starting a new URA district

Regional Economic Development Indicators

- The following chart shows updated regional economic indicators for Wilsonville’s counties, Clackamas and Washington.

6/25/19

Tri-County Economic and Demographic Indicators

	<i>Clackamas</i>	<i>Multnomah</i>	<i>Washington</i>	<i>Oregon / U.S.</i>
Resident Population (July 1, 2018)	419,425	813,300	606,280	4,195,300
Total non-farm employment: Public and Private Sectors (May 2019)	165,400	524,900	301,300	1,964,300
Percentage of resident work force who are currently unemployed (May 2019)	3.7%	3.6%	3.4%	4.2% (Oregon) 3.6% (U.S.)
Adjusted Gross Incomes (2016 tax returns)	\$15.68 billion	\$26.22 billion	\$20.89 billion	\$125.7 billion
	(12.5% of statewide totals) (24.97% of tri-county totals)	(20.9% of statewide totals) (41.76% of tri-county totals)	(16.6% of statewide totals) (33.27% of tri-county totals)	
State Income Taxes Paid (2016 tax returns)	\$999.3 million	\$1.68 billion	\$1.32 billion	\$7.58 billion
	(13.2% of statewide totals) (24.96% of tri-county totals)	(22.2% of statewide totals) (41.96% of tri-county totals)	(17.5% of statewide totals) (33.07% of tri-county totals)	
Median Household Income (2017)	\$72,408	\$60,369	\$74,033	\$56,119 (Oregon) \$61,372 (U.S.)
Average age of county residents	41.3 years	36.8 years	36.6 years	39.2 years
Education attainment levels:				
High School Diploma or GED among residents age 25 or older	93.7%	91.2%	91.5%	90.3% (Oregon) 86.7% (U.S.)
Bachelor's degree or higher among residents age 25 or older	36.0%	45.2%	43.0%	32.7% (Oregon) 29.8% (U.S.)

Note: The figures shown here in blue represent all-time record levels

Sources:

U.S. Census Bureau

WorkSource Oregon

Updated: 6/25/19

Portland State Univ. Population Research Center

Oregon Dept. of Revenue

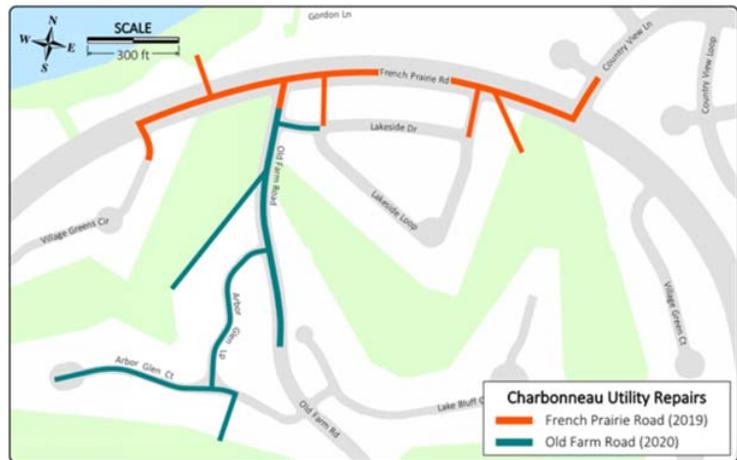
Engineering Division, Capital Projects

5th Street/Kinsman Road Extension (1139/2099/4201)

The project involves the design and construction of the extension of 5th Street and Kinsman Road between Boones Ferry Road and Wilsonville Road, including water, sewer, storm, franchise utility extension, and installation of a portion of the Ice Age Tonquin Trail. Staff is finishing a review of the project budget against the final design cost estimate. Property acquisition is anticipated to resume in September and construction to begin in Spring 2020.

Charbonneau Utility Repairs - French Prairie Drive Phase II and Old Farm Road Phase I (1500/2500/4500/7500)

This project involves repair and replacement of deficient storm, sewer, and water pipe lines in the Charbonneau District, as identified in the Charbonneau Consolidated Improvement Plan. French Prairie Phase 2 plans and specifications are complete. The City will solicit construction bids in late 2019 with construction starting early 2020. The City's consultant is progressing on 60% design for the Old Farm Road Phase 1 project with construction starting in summer 2020.



Coffee Creek Industrial Area Regional Stormwater Facility Project (7060)

This project involves modeling of current and buildout stormwater runoff conditions within portions of the Coffee Creek and Basalt Creek basins and will design and construct improvements to alleviate existing seasonal flooding to allow for future development within both the Coffee Creek Industrial Area and the Basalt Creek Concept Area. The consultant team has submitted a revised Alternatives Report with additional analysis of potential flood impacts for staff review.

Elligsen Well Upgrade and Maintenance (1128)

This project involves correcting well casing and water chemistry deficiencies in the existing Elligsen well to maintain it as a backup supply for emergencies. Capacity analysis of the stormwater system downstream of the well house which carries pump-to-waste flows was completed in June 2019. Identifying and quantifying well deficiencies and improvements to the well casing, redevelopment of well capacity, and other improvements will occur in fiscal year 2019-2020.

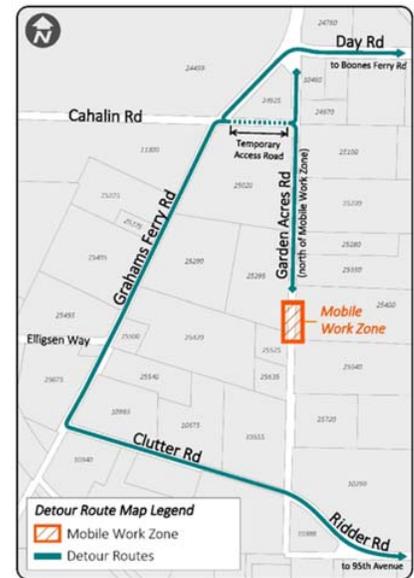
French Prairie Bridge (9137)

This project will determine the final location, alignment, and design type and includes preparation of preliminary construction and environmental documents for a new pedestrian, bike, and emergency vehicle bridge over the Willamette River in the vicinity of Boones Ferry Road. City staff are coordinating with Clackamas County to schedule a resolution supporting the Task Force recommendation of the suspension bridge as the preferred bridge before the Clackamas Board of County Commissioners in August.

Engineering Division, Capital Projects

Garden Acres Road (4201)

The project involves the design and construction of Garden Acres Road from a rural local access road to an urban industrial roadway as part of the Coffee Creek Industrial Area plan and includes Willamette Water Supply Program segment PLM_1.2 of the 66" water transmission pipe. A pre-construction meeting with the contractor was held on July 1. WWSP and the City held a joint neighborhood meeting at Garden Acres Road on July 11 so neighbors could meet the project team, exchange contact information, discuss construction detours (see map right), and have questions answered. Construction began with tree removal and clearing operations on July 22.



Gesellschaft Well Facility and Upgrade (1083)

This project addresses upgrades and repairs needed to correct deficiencies in the Gesellschaft well house, including piping, electrical, and mechanical systems. The project was advertised for bids in early July with bids due on July 31. Construction is scheduled to occur in summer and fall 2019.

I-5 Pedestrian Bridge (4202)

This project involves the design and preparation of construction documents for a pedestrian and bicycle bridge over Interstate 5 from Town Center Loop West to Boones Ferry/Barber Street. Staff prepared Request for Proposal documents to solicit design proposals from qualified consulting firms that was advertised on July 29. Project design work is expected to begin in October.

Memorial Drive Splitter Manhole Replacement (2085)

This project involves the replacement of an existing sanitary sewer manhole at the intersection of Parkway Avenue and Memorial Drive with a new flow diversion manhole. The purpose of the project is to maintain equalized flows between two parallel sewer lines under I-5 and to avoid potential overflows. Three competitive quotes were received in late March. Construction is anticipated to begin in summer 2019 and to be completed by the end of September.

Memorial Park Pump Station (2065)

The 90% plans have been submitted for City Review. The draft land use application is also being reviewed.

Street Maintenance Project—Wilsonville Road & Boones Ferry Road (4014/4118/4725)

Construction is kicking off in early August with a pre-construction meeting on August 7.

Willamette River Storm Outfalls (7053)

Construction started for the project on July 15. Initial work includes tree protection fencing, erosion control measures, and clearing and grubbing.

WTP Surge Tank (1111)

Construction continues at the Water Treatment Plant for installation of the new surge tanks and new meter and vault. The vault is installed and restoration is complete. Piping to the future surge tank has been installed, and the surge tank is scheduled to be delivered in September. See right for photos.

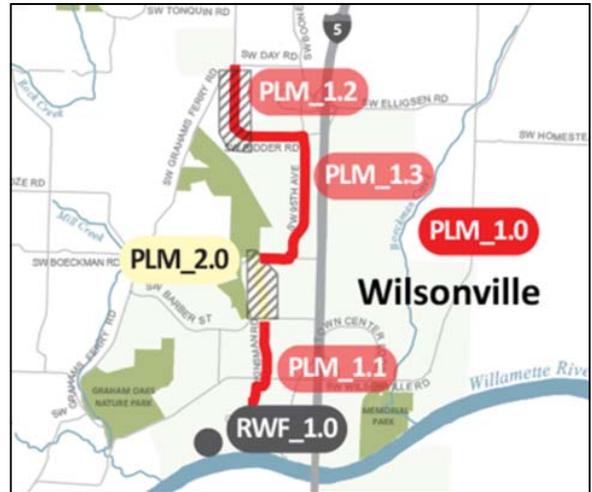


Engineering Division, Capitol Projects

WWSP Coordination (1127)

Ongoing coordination efforts continue with the Willamette Water Supply Program. Here are the updates on their major elements within Wilsonville.

- **Raw Water Facility 1.0** Initial discussions have taken place for the project specific IGA. The land use application was submitted and is awaiting the receipt of additional information that was flagged in the completeness review.
- **PLM 1.1** WWSP is preparing to submit final construction drawings for PLM_1.1, 66" raw water pipeline between Arrowhead Creek Lane and Wilsonville Road, for construction this summer. The pre-construction conference was held on July 30.
- **PLM 1.2** Construction of PLM_1.2 began as part of the Garden Acres Road project on July 22.
- **PLM 1.3** Pipeline is planned to begin construction in 2020.



Engineering Division, Private Developments

Commerce Circle

Project under construction for a driveway replacement and connection to public utilities. Driveway complete and separate water and sewer services established. Minor cleanup still remains.

Fir Commons

Nine home condominium development near Fir Avenue and 4th Street in Old Town. Construction of public utilities is underway.

Frog Pond Meadows—Phase 2 and 3

74-lot subdivision located north of Stafford Meadows and adjacent to Stafford Road. The final plan review is underway for the Public Works permit, and a pre-construction meeting will be scheduled soon.

Frog Pond—Morgan Farm Phase 2

42-lot subdivision located north of Morgan Farm Phase 1. Construction is underway. The contractor has completed sanitary, storm, and water mainlines.

Grace Chapel

Plans were submitted and redline plans have been returned to the designer for corrections.

Hilton Garden Inn

Construction continues on utilities for this new, four story hotel at Memorial Drive and Parkway Avenue.

Northstar Contractor Establishment—Clay Street

The pre-construction meeting is complete for this frontage improvement project. Construction can be expected this summer.

Canyon Creek Phase 2

Five lot subdivision located on Canyon Creek Road South. Construction of utilities is underway.

Natural Resources

Stream Temperature Infographic

The City is responsible for implementing a Temperature Management Plan, which is required by the Oregon Department of Environmental Quality. The TMP includes measures to protect and increase stream shading. An important component of the plan is public education and outreach. Recently, the City worked with a consultant to create a stream temperature infographic. The graphic provides a simple way of understanding the connection—blue is good, red is bad—between solar radiation and stream temperature.



Planning Division, Current

Administrative Land Use Decisions Issued

- 3 Zoning Verification Letters
- 4 Miscellaneous Class I Administrative Reviews
- 1 Class I Sign Permit
- 4 Type A Tree Permits
- 1 Type B Tree Permit
- New Single-family and row house building permits

Development Inspections and Project Management

In July, Planning staff actively worked with developers and contractors to ensure construction of the following projects consistent with Development Review Board and City Council approvals:

- Bullwinkle's (Family Fun Center) Expansion
- Hilton Garden Inn
- Fir Avenue Commons residential development in Old Town
- Regional Park 7 and 8 in Villebois
- Residential subdivisions in Frog Pond West
- Aspen Meadows and Aspen Meadows II subdivisions on Canyon Creek Road South

Development Review Board (DRB)

During their July 12 meeting, DRB Panel A held a public hearing for the development of Phase 1 of the Industrial Focus project (DP Nicoli). The panel unanimously continued the hearing to their next meeting on August 12 to allow for additional information to be prepared by staff.

DRB Panel B did not meet in July.

DRB Projects Under Review

During July, Planning staff actively worked on the following major projects in preparation for potential public hearings before the Development Review Board:

- Site layout and building design for Phase 1 of the Industrial Focus development between Boberg Road and Boones Ferry Road just south of Boeckman Road.
- Natural resource impacts as well as site and building design for improvements at the Willamette River Treatment Plant and park related to the Willamette Water Supply Project.
- Coffee drive-thru at Town Center Loop West and Park Place.

Planning Commission

During their July 10 meeting, the Planning Commission held a work session on the Residential Code Modernization project. The work session focused on a number of cleanup and clarification edits to the code, including how to determine residential density and number of units allowed to be built for Planned Development Residential (PDR) Zones. Please refer to the specific project information enclosed in the Planning Commission Packet at <https://www.ci.wilsonville.or.us/bc-pc/page/planning-commission-14>. Review of the City's new online engagement tool, further discussion of the Residential Code Modernization project, and the French Prairie Bridge will be discussed at the next regular Planning Commission Meeting on Wednesday, August 14.

Planning Division, Long Range

Citywide Signage and Wayfinding Implementation

In July, Planning staff continued to work with Public Works and others on the final design and siting of sign kiosks as one of the first implementation steps for the adopted Citywide Signage and Wayfinding Plan.

Equitable Housing Strategic Plan

The primary goal of the Equitable Housing Strategic Plan is to identify gaps 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.

During July, the City Manager appointed a 17-member task force for the project, representing a broad array of professional experience in housing development, real estate finance, affordable housing, social services, and related fields. The Equitable Housing Strategic Plan Task Force held its first meeting on July 17, where the project team provided an introduction to the project, outlining the context, background, and issues to be addressed in the strategic plan. The project team presented preliminary findings from the market research report, and discussed potential strategies for technical analysis. The next task force meeting is expected in early September. An update will be presented to City Council on August 5.

General project information is available on the project website: www.ci.wilsonville.or.us/housing.

LCDC Hearing for Frog Pond East and South UGB Expansion

The Oregon Department of Land Conservation and Development Director released a report recommending the Land Conservation and Development Commission confirm Metro's Urban Growth Boundary Decision, including bringing Frog Pond East and South into the Metro UGB. The report addressed each of the objections to the Metro UGB decision received by the DLCD. Staff carefully reviewed the report and submitted a letter in support of Metro's decision and the DLCD Director's recommendation. Staff subsequently attended the hearing on July 26 to provide oral testimony. Both actions maintain the City's standing to participate in any appeal of LCDC's decision to the Court of Appeals should that occur. During the hearing, the Commission approved Metro's decision as submitted.

Planning Division, Long Range

Regional Development Coordination to Preserve Industrial Land in Coffee Creek/Basalt Creek

In July, Planning staff worked on a number of fronts to ensure Washington County standards for development in unincorporated areas of Coffee Creek and Basalt Creek are coordinated with the City and implemented in a manner that ensures development compatible with the City's plans for the area. Efforts included coordinating development review to ensure appropriate right-of-way dedication and improvements, discussion of ensuring County TSP acknowledges City roadway authority and plans, and discussion of limiting uses in FD-20 to those compatible with future urban development and redevelopment. The Planning Director submitted a letter to the Board of County Commissioners for their hearing on July 16 pertaining to Ordinance No. 851 amending the County's TSP.

Wilsonville Town Center Plan

During July, staff continued to scope timelines for implementation activities related to the adoption of the Town Center Plan. These activities include updates to the Transportation System Plan and other system plans, completing the streetscape plan, developing programming and marketing programs, place making events and projects, and building public-private partnerships for a Town Center. Work on these implementation activities is expected to begin this fall.

For additional information about the Town Center Plan project, visit the project website www.wilsonvilletowncenter.com.





JULY MONTHLY REPORT

From the Director:

Greetings from the Finance Team!

July 31 was the last monthly payroll cycle for the City. Everyone will now be submitting their time sheets every other week. This is a big change but staff and managers have done a great job to meet the new deadlines! Shelly Marcotte, payroll specialist and Beth Penner, Finance Operations Manager, continue to work with our financial software team to ensure that everything is ready for the first biweekly payday scheduled for August 16.

The Accounting team has been busy with the annual reconciliations of the accounts in preparation of the year end audit. The auditors are scheduled for mid-October and the Comprehensive Annual Financial Report (CAFR) will be submitted to the auditing team at that time.

We recently promoted our Accounting Technician, Eleesa Aguilar to Accounting Specialist. Eleesa joined the City approximately six months ago and has quickly learned a multitude of tasks and has shown her great customer service skills working in our court area. Eleesa will be taking over the Utility Billing program and is currently training for her new position. She will continue to help out with the court area until we find a replacement to assist in our Court department. Congrats, Eleesa!

Hope you are all enjoying our beautiful weather!

-Cathy Rodocker

By the Numbers:

Finance Statistics for the period of July 1, 2019-July 31, 2019

<u>Utility Billing:</u>		<u>Accounts Payable:</u>		<u>Municipal Court:</u>		
Total Monthly Bills	79,210	Invoices Processed	228	Total Citations Issued	222	Please Note: Utility Billing is
New Customers	1,107	Payments Processed	332	Total Suspensions Issued	46	
New Service Locations	166	reported with a one month lag-the numbers reported reflect the final numbers for FY2019.		Ticket Revenue	\$32,883	

PERS Update:

Senate Bill 1049 has been approved by the Legislature and will make a number of changes to our current PERS system. Below is a brief update of the changes we will be seeing in the near future. We receive regular updates from a number of different sources keeping us informed on how PERS will be changing their systems to accommodate the new policies.

- Effective 1/1/2020 an annual salary cap of \$195,000 (to be indexed annually) for Subject Salary and for the calculation of Average Ending Salary. The Average Ending Salary is a key component to determine a member's monthly retirement benefit.
- Effective 1/1/2020, a portion of the 6% Employee Contribution (currently paid for by the City) will be redirected from the Individual Account Program (IAP) into an Employee Pension Stability Account. In total, 2.5% will be redirected to the Stability Account for Tier1/Tier2 members and .75% for OPSRP members.
- Effective 1/1/2020 the limitation of hours worked for retirees in a PERS-able position will be removed. However, employers will be required to pay the employer contribution on the returning retiree's salary/wages. The change is based on the age of the employee at retirement and is effective through 2024.
- SB 1049 also creates a member-choice Individual Account Program where members can invest directly into their IAP account for Tier 1 and Tier 2 members. This investment option will help to offset the amount being redirected to the Stability Account and cannot be paid for by employers.
- Currently, members IAP accounts are invested in target-date funds based on the members age. Beginning in Fall 2020, an "optional investment choice window" will allow members to choose their own target-date investment plan.
- SB 1049 also established the incentive program for the City to invest into a side account to help reduce the City's unfunded liability. Currently, PERS has not determined how exactly this process will work but Finance is following their progress closely. Once the process has been set, Finance will present the information to City Council for direction as to whether or not the City will choose to participate.

	Budget	Activity	% Used
Fund 110 General Fund:			
Taxes	11,655,250	144,615	1%
Intergovernmental	2,265,804	0	-%
Licenses and Permits	177,750	(58,028)	-33%
Charges for Services	747,100	9,180	1%
Fines	320,000	32,428	10%
Investment Revenue	300,900	678	-%
Other Revenues	9,569,070	9,003,703	94%
Transfers	3,599,940	253,436	7%
Total Revenue	28,635,814	9,386,011	33%
Personal Services	9,289,445	713,752	8%
Materials and Services	18,835,865	9,549,370	51%
Capital Outlay	291,604	0	-%
Transfers	4,003,336	0	-%
Total Expense	32,420,250	10,263,122	32%
Fund 210 Fleet Fund:			
Charges for Services	1,373,975	114,498	8%
Investment Revenue	23,069	0	-%
Total Revenue	1,397,044	114,498	8%
Personal Services	781,630	40,285	5%
Materials and Services	674,521	27,795	4%
Capital Outlay	149,000	0	-%
Transfers	2,400	200	8%
Total Expense	1,607,551	68,280	4%
Fund 230 Building Fund:			
Licenses and Permits	548,000	65,973	12%
Licenses and Permits-Villebois	254,000	26,476	10%
Charges for Services	9,000	0	-%
Investment Revenue	70,210	4,467	6%
Transfers	38,173	3,181	8%
Total Revenue	919,383	100,097	11%
Personal Services	1,056,480	56,706	5%
Materials and Services	173,553	1,561	1%
Transfers	650,393	24,855	4%
Total Expense	1,880,426	83,122	4%
Fund 235 Community Development Fund:			
Licenses and Permits	352,440	33,517	10%
Licenses and Permits-Villebois	203,305	3,500	2%
Charges for Services	904,335	4,343	-%
Investment Revenue	55,165	0	-%
Other Revenues	400	60	15%
Transfers	2,882,543	32,156	1%
Total Revenue	4,398,188	73,576	2%
Personal Services	3,273,480	139,421	4%
Materials and Services	629,877	12,842	2%
Transfers	577,223	48,102	8%
Total Expense	4,480,580	200,365	4%
Fund 240 Road Operating Fund:			
Intergovernmental	1,800,100	0	-%
Investment Revenue	25,075	0	-%
Other Revenues	2,000	167	8%
Total Revenue	1,827,175	167	0%
Personal Services	373,970	20,504	5%
Materials and Services	524,865	4,003	1%
Debt Service	82,000	0	-%
Transfers	1,279,014	19,127	1%
Total Expense	2,259,849	43,633	2%
Fund 245 Road Maintenance Fund:			
Charges for Services	1,899,000	158,671	8%
Investment Revenue	60,180	0	-%
Total Revenue	1,959,180	158,671	8%
Transfers	1,797,040	0	-%
Total Expense	1,797,040	0	0%

\$9M in revenues and M&S reflects the overnight loan to URA

	Budget	Activity	% Used
Fund 260 Transit Fund:			
Taxes	5,151,000	268,152	5%
Intergovernmental	4,217,893	0	-%
Charges for Services	185,000	8,814	5%
Investment Revenue	55,150	9,210	17%
Other Revenues	14,000	0	-%
Total Revenue	9,623,043	286,175	3%
Personal Services	4,146,860	220,833	5%
Materials and Services	2,284,406	99,642	4%
Capital Outlay	2,451,655	0	-%
Transfers	637,912	47,276	7%
Total Expense	9,520,833	367,751	4%
Fund 310 Water Operating Fund:			
Charges for Services	9,217,000	965,826	10%
Fines	19,000	1,266	7%
Investment Revenue	270,810	0	-%
Other Revenues	195,550	0	-%
Total Revenue	9,702,360	967,092	10%
Personal Services	629,168	30,791	5%
Materials and Services	4,180,454	11,388	-%
Capital Outlay	534,000	0	-%
Debt Service	1,870,000	0	-%
Transfers	4,321,744	62,092	1%
Total Expense	11,535,366	104,271	1%
Fund 320 Sewer Operating Fund:			
Charges for Services	8,239,145	642,018	8%
Investment Revenue	270,810	0	-%
Other Revenues	18,000	0	-%
Transfers	600,000	0	-%
Total Revenue	9,127,955	642,018	7%
Personal Services	402,546	15,380	4%
Materials and Services	3,484,878	4,626	-%
Capital Outlay	24,000	0	-%
Debt Service	3,000,000	0	-%
Transfers	4,022,036	44,958	1%
Total Expense	10,933,460	64,964	1%
Fund 350 Street Lighting Fund:			
Charges for Services	545,500	43,582	8%
Investment Revenue	25,075	0	-%
Total Revenue	570,575	43,582	8%
Materials and Services	373,843	0	-%
Transfers	430,103	0	-%
Total Expense	803,946	0	0%
Fund 370 Storm Water Operating Fund:			
Charges for Services	3,175,000	257,067	8%
Investment Revenue	50,150	0	-%
Total Revenue	3,225,150	257,067	8%
Personal Services	274,796	10,709	4%
Materials and Services	527,543	1,663	-%
Debt Service	508,000	0	-%
Transfers	3,553,189	42,164	1%
Total Expense	4,863,528	54,536	1%



JULY 2019 MONTHLY REPORT



Kids making foam "lightsabers" on Star Wars Day on July 18.

Manager's Report

Summer Reading Program was in full swing. Over 1,800 children and teens have signed up. Program highlights from July included "Star Wars Day" with a performance by Youth Librarian Brad Clark, "lightsaber" and mask-coloring stations, and photos with a cosplayer Stormtrooper; star gazing party for teens with the Rose City Astronomers; and a "Space Talk" about Apollo 11 for adults.

The Fiscal Year Statistical Report showed overall circulation with a 4% increase over last year. Increases were also seen in volunteer hours, with a 7% increase over last year.

A new Youth Services Librarian was hired. Jo Caisse comes from the Deschutes County Library system and started July 15.

Attached is the July edition of the library's newsletter, "Check Out," which lists programs and events at the library in July.

-Pat Duke, Library Director



CHECK OUT!

Wilsonville Public Library news & events

July-August 2019

8200 SW Wilsonville Road
Wilsonville, OR 97070

Phone: 503-682-2744
Fax: 503-682-8685
E-mail:
info@wilsonvillelibrary.org

Hours & Days of Operation

Mon.- Thurs.: 10am–8pm
Fri. - Sat.: 10am–6pm
Sun.: 1–6pm

Find us online at:
www.WilsonvilleLibrary.org
Facebook (WilsonvilleLibrary)
Twitter (@wvlibrary)

Summer Reading Program ends August 31

It's not too late to participate in the Summer Reading Program!

Read for at least 20 minutes a day for at least 20 days and receive a free book and other prizes.

Children ages birth to sixth grade can sign up until Monday, August 12, at the library. Parents are welcome to read to their pre-reading child, and reading to a child counts for the Adult Summer Reading Program, too! Last day to turn in



Reading Logs is Saturday, August 31.

Teens can turn in their Reading Logs through Saturday, August 31. Completed Reading Logs

turned in before July 25 will be entered into a bonus Grand Prize Drawing at the final summer Teen Event.

Adults (ages 18 and over) who turn in their completed Bingo Cards and Reading Logs by Saturday, August 31, will qualify for the Grand Prize Drawing. Prizes include gift certificates to local restaurants and businesses, as well as free movie tickets.

Find out more at:

www.WilsonvilleLibrary.org
/SRP

Library accepting school supply donations



During the month of July, the Library is partnering with Heart of the City to gather school supplies for local

community students who need them.

School supplies needed:

- Backpacks
- Pencils (#2)
- Pens
- Highlighters
- Pocket folders
- Spiral notebooks
- Composition notebooks
- 3-ring binders

- Rulers
- Erasers
- Glue sticks
- Child-safe scissors
- Pencil cases
- Tissues boxes
- Crayons and Markers (Crayola brand)

Find out more at:

www.TheHeartOfTheCity.org



Library Closed
July 4
for Independence
Day

Check Out!

Youth Programs

Birth to Age 5

Baby Time

For ages 0-12 months
Rhymes, songs, and special bonding time with your baby.

Monday mornings
10:30 am–11:15 am
(including playtime)
Oak Room
Through July 22

Toddler Time

For ages 1 & 2
Stories, songs, and puppets with your toddler.

Tuesday mornings
10:00 am–10:30 am
11:00 am–11:30 am
Oak Room
Through July 23

Family Stories & Science

For ages 3 and up
Enjoy a story, a science demonstration, and hands-on activities.

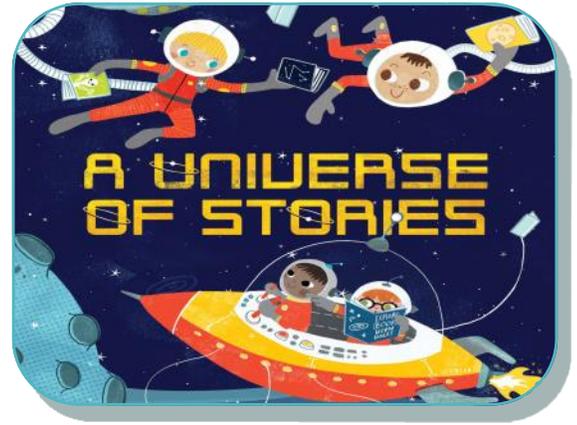
Tues. evenings: 6:30–7:15 pm
Wed. mornings: 10:30–11:15 am
Wed. afternoons: 1:00–1:45 pm
Oak Room
Through July 24

Friday Family Films

For all ages
Family films in Spanish and English on Fridays.

Las películas en español empiezan a las 12:00.

Spanish: 12:00–1:30 pm
English: 2:00–3:30 pm
Oak Room
July 12 through July 26



Grades K–5

Summer Fun Shows

These FREE performances are geared for school-age children. Seating is limited, so come early to get your seat!

**Thursday, July 11:
Presto the Magician**
Magic that will amaze you!
Laugh out loud funny from start to finish.
11:00 am and 12:30 pm

**Thursday, July 18:
STAR WARS DAY!**
Stories & Songs with Brad
Come dressed up as your favorite Star Wars character, and enjoy activities and photo opportunities after Brad's shows.
11:00 am and 12:30 pm

**Thursday, July 25:
The Reptile Man**
Bring your friends and join us for summer reptile fun in the park.
11:00 am at Grove Shelter at Memorial Park



Did you know?

The library offers free science classes for kids in grades Pre-K to 5th grade from July 29 through August 2.

Classes will be taught by OMSI and the University of Oregon Museum of Natural & Cultural History.

Sign up online starting July 8.

Find out more:

www.WilsonvilleLibrary.org/science



Teen Programs

Grades 6–12

Join us for FREE movies, games, food, and more with monthly events just for 6th–12th graders.



STAR PARTY

Thursday, July 11
9:00 pm–11:00 pm
 Star gazing with astronomers!

GAME DAY

Thursday, July 18
2:00 pm–4:00 pm
 Board, video, and space games.

PARTY IN THE PARK

Thursday, July 25
2:00 pm–4:00 pm
 At Murase Plaza in Memorial Park.
 Find out more on our website:
www.WilsonvilleLibrary.org/TSRP

TAB wants you!

The Teen Advisory Board (TAB) is made up of 6th through 12th graders like you who meet to:

- Hang out, eat, & have fun
- Help choose books, music, and movies for the library
- Plan events

If you're interested, send us an e-mail or call Brad at 503–570–1592, or just show up at our next meeting.

July-August 2019

Teen E-mail List

Want to come to an event, but need a little reminder? Enter your email address at

www.WilsonvilleLibrary.org/subscribe

to get added to our eNotify list.

Or become a Facebook friend of "Wilsonville Library" to get event updates!

Adult Programs

Classes, Lectures, & Workshops



Classic Space Stories class

Celebrate the 50th anniversary of Apollo 11's historic lunar landing with classic space

stories in books and films.

Seating is limited, so sign up at the Circulation Desk to reserve your seat!

Sunday afternoons

1:30 pm–3 pm (4 pm on film days)

July 7 through August 11
 No charge



Beginning Spanish class

Dip your toes into the Spanish language with this eight-session class.

Mondays & Wednesdays

July 15–August 7
 6:30 pm–7:30 pm
 No charge

www.WilsonvilleLibrary.org/classes

Space Exploration: To the Moon and Mars

The return to the Moon and going on to Mars are hot topics. Learn about exploring these worlds with former Hubble Telescope engineer Tom Styczynski.

Saturday, July 13

1:00 pm–2:00 pm
 No charge

English class

Learn English for free at the library. All levels welcome.

Thursday afternoons

1:00 pm–2:30 pm
 No charge—Drop in!

History Pub

Monthly programs focusing on Oregon's rich history.

Tuesday, July 30

Tuesday, August 27
 6:30 pm–8:00 pm
 Wilsonville McMenamins
 Doors open at 5 pm
 No charge

Clubs & Groups

Book Club

New members welcome!

Thursday, July 25

Thursday, August

6:00 pm–8:00 pm

No charge

English Conversation Group

Informal practice for non-native English speakers.

Monday evenings

6:00 pm–7:30 pm

No charge

Great Books

Discussion Group

Round table discussion of great Western classics.

Tuesday, July 9

Tuesday, August 13

6:00 pm–8:00 pm

No charge

Genealogy Club

Open to beginner and seasoned genealogists.

Monday, July 15

Monday, August 19

6:00 pm–7:00 pm

No charge

Entertainment



First Friday Film

Watch the latest releases, free on our big screen

Friday, July 5

Friday, August 2

6:00 pm–8:00 pm

No charge

Adult Summer Reading Program ends August 31

"A Universe of Stories" celebrates the first manned moon landing as this summer's theme. All ages from 18 and up can join in the fun.

Complete a Bingo Card by doing the activities to make 5 squares in a row, or read 20 minutes a day for 20 days to complete a Reading Log, and qualify to win fabulous prizes.

Find out more at:

www.WilsonvilleLibrary.org/ASRP

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
<p>PROGRAM TYPE</p> <ul style="list-style-type: none"> ● Children ● Teen ● Adult 	<ul style="list-style-type: none"> ● Baby Time 10:30-11:15 am ● English Conversation Group 6-7:30 pm 	<ul style="list-style-type: none"> ● Toddler Time 10-10:30 am 11-11:30 am ● Stories & Science 6:30-7 pm 	<ul style="list-style-type: none"> ● Stories & Science 10:30-11:15 am 1-1:45 pm 	 <p>Independence Day Library Closed</p>	<ul style="list-style-type: none"> ● First Friday Films Mary Poppins Returns (PG) 2018 6-8 pm 	
7	8	9	10	11	12	13
<ul style="list-style-type: none"> ● Classic Space Stories Dr. Bill Thierfelder Six-session class Celebrating Apollo 11 with books and films 1:30-3 pm 	<ul style="list-style-type: none"> ● Sign-up for Science Classes begins today ● Baby Time 10:30-11:15 am ● English Conversation Group 6-7:30 pm 	<ul style="list-style-type: none"> ● Toddler Time 10-10:30 am 11-11:30 am ● Great Books Discussion Group <i>King Lear</i> by William Shakespeare 6-8pm ● Stories & Science 6:30-7 pm 	<ul style="list-style-type: none"> ● Stories & Science 10:30-11:15 am 1-1:45 pm 	<ul style="list-style-type: none"> ● Thursday Fun Show Presto the Magician 11 am 12:30 pm ● English Class 1-2:30 pm ● Teen Star Party with Rose City Astronomers 9-11 pm 	<ul style="list-style-type: none"> ● Friday Family Films 12 pm Spanish 2 pm English 	<ul style="list-style-type: none"> ● Space Exploration: To the Moon and Mars Tom Styczynski, former Hubble Telescope engineer 1-2 pm
4	15	16	17	18	19	20
<ul style="list-style-type: none"> ● Classic Space Stories Dr. Bill Thierfelder 1:30-3 pm 	<ul style="list-style-type: none"> ● Baby Time 10:30-11:15 am ● Genealogy Club 1-2:30 pm ● English Conversation Group 6-7:30 pm ● Beginning Spanish Class 6:30-7:30 pm 	<ul style="list-style-type: none"> ● Toddler Time 10-10:30 am 11-11:30 am ● Stories & Science 6:30-7 pm 	<ul style="list-style-type: none"> ● Stories & Science 10:30-11:15 am 1-1:45 pm ● Beginning Spanish Class 6:30-7:30 pm 	<ul style="list-style-type: none"> ● Thursday Fun Show Star Wars Stories & Songs with Brad 11 am 12:30 pm ● English Class 1-2:30 pm ● Teen Event Game Day 2-3 pm 	<ul style="list-style-type: none"> ● Friday Family Films 12 pm Spanish 2 pm English 	
21	22	23	24	25	26	27
<ul style="list-style-type: none"> ● Classic Space Stories Dr. Bill Thierfelder 1:30-3 pm 	<ul style="list-style-type: none"> ● Baby Time 10:30-11:15 am ● English Conversation Group 6-7:30 pm ● Beginning Spanish Class 6:30-7:30 pm 	<ul style="list-style-type: none"> ● Toddler Time 10-10:30 am 11-11:30 am ● Stories & Science 6:30-7 pm 	<ul style="list-style-type: none"> ● Stories & Science 10:30-11:15 am 1-1:45 pm ● Beginning Spanish Class 6:30-7:30 pm 	<ul style="list-style-type: none"> ● Summer Reading Celebration Reptile Man Grove Shelter at Murase Park 11 am ● English Class 1-2:30 pm ● Teen Event Party in the Park 2-4 pm ● Book Club 6-8 pm 	<ul style="list-style-type: none"> ● Friday Family Films 12 pm Spanish 2 pm English 	
28	29	30	31			
<ul style="list-style-type: none"> ● Classic Space Stories Dr. Bill Thierfelder 1:30-3 pm 	<ul style="list-style-type: none"> ● Science Class Wee Wonders in Science 10 am 11:30 am ● English Conversation Group 6-7:30 pm ● Beginning Spanish Class 6:30-7:30 pm 	<ul style="list-style-type: none"> ● Science Class Pit Crews 10 am 11:30 am ● History Pub 6:30 pm Doors open at 5 pm 	<ul style="list-style-type: none"> ● Science Class Where in the Worlds 1 pm 2:30 pm ● Beginning Spanish Class 6:30-7:30 pm 			

JULY



JULY 2019 Monthly Report



Hello Everyone!

July flew by for the Parks and Recreation team as there was no shortage of projects to be worked on and events to run! **In addition to the 55 City offered programs and classes this month**, there were also several other events that took place in our parks. The Wilsonville Wellness Fair, Movies in the Park, Rotary Concerts, Fun in the Park, as well as, several weddings, large private events, and soccer tournaments. A HUGE thank you to our parks team who gets these shelters “event ready” and oversees them day of, as well as our program coordinator, Ahsamon, who processes all of the applications and permits for these events. It is truly amazing to see how our team helps events like these come together. **In total, June saw 60 facility rentals, not including field reservations. Fields saw an additional 646 user hours.**

Looking ahead, August will be another busy month filled with more Movies in the Park, the Community Block Party, summer camps, and the opening of Fall Registration! The Community Block Party will be held in Town Center Park on Thursday, August 15 from 5pm to 8pm. There will be FREE food, a concert by singer/songwriter and American Idol contestant, Britnee Kellogg, a 3D chalk art installation by Naomi Haverland, kids train rides, a community bike ride, lawn games, and many other activities for the whole family!

The new Fall Activity Guide will go out to all Wilsonville mailboxes on Friday, August 16 and registration will open the following Monday. We are offering a plethora of new classes including, “Timeout Tuesdays” (a free monthly stress relief program), pizza making, creative writing, and more! I hope to see you in the park or at an event soon. Have a safe and wonderful rest of the Summer!

-Erica Behler



Recreation Updates

The Wilsonville Wellness Fair Raised \$1,180 for Wilsonville Community Seniors Inc.

The second annual Wilsonville Wellness Fair was held on Saturday, July 20 in Town Center Park. All vendor fees went towards the Wilsonville Community Seniors Inc., a non-profit group that runs day trips for seniors at low to no cost. A total of \$1,180 was raised. A check was presented and accepted by the group during the fair. In addition to the check presentation, a variety

of performances and demonstrations were held, including a free yoga class, a tai chi and martial arts demonstration, youth cultural and folklore dances, and a performance by the ukulele club.

Summer Months See Strong Participation Numbers

Summer programs continue to draw strong participant numbers. The three Bridge classes at the Community Center drew 40 participants. The day time fitness classes which include classes such as Tai Chi, Yoga, and Healthy Bones and Balance average just over 20 participants per class.

Youth Summer programming has also been running strong with 24 participants in the upcoming youth chef camp, 17 in the current beginners golf camp, and 30 in the multi-sport Skyhawk's camp that ran at the end of July. Movies in the Park also saw a larger than average crowd, with an estimated 300 at the July 19 showing of *How to Train your Dragon*.

Upcoming Events:

Movie in the Park—*A Wrinkle in Time*: Aug. 9, Memorial Park River Shelter, Dusk

Wilsonville Community Block Party: Aug. 15, Town Center Park, 5-8pm

Movie in the Park—*Mary Poppins Returns*: Aug. 23, Memorial Park River Shelter, Dusk

July 2019

Board Updates:

Parks & Rec. Board: The board will meet on Thursday, August 8 to discuss potential parks bond options, Memorial Park projects, and general updates.

Wilsonville Community Seniors Inc.: The Board continues to prepare for their Fashion Show on Saturday, September 28 at the Community Center. The Board is continuing to explore ways to implement the “Emergency Backpack” program for local seniors.

Parks Maintenance Updates:

- Made improvements to the basketball court at Willow creek
- Repaired tire tracks at Memorial Park River Shelter
- Hosted Fun in the Park and Wilsonville Wellness Fair in Town Center Park
- Invasive species removal along Boeckman Creek Trail
- Underwent emergency response training
- Continued routine maintenance on Water Features
- Prepared shelters for 60 rentals in June
- Prepared fields for 646 user hours in June
- Moved dirt from the new parking lot at the community garden to the current dog park in Memorial Park



MONTHLY NEWS
City of Wilsonville Police

VOLUME 2 | ISSUE 7 | PUBLISHED AUGUST 10, 2019 | **July 2019**



Officer Beth Mayer arrested this runaway scofflaw early in July. Thankfully she was able to return him to his parents and the time he spent “on the run” was short.

Wilsonville Police and Tualatin Valley Fire responded to an early morning fire on July 5, 2019, thanks to Officer Luke Johnson.

Officer Johnson spotted a small fire underway while responding to a separate incident in the area of SW Amalfi and SW Beaumont. He took a closer look and saw fireworks had reignited in a garbage can used for those spent in celebration of the Fourth of July.

Johnson quickly went into action. Those actions lead to he and the homeowner’s neighbor fighting the fire using a Fire Extinguisher and garden hose. Tualatin Valley Fire & Rescue (TVFR) was called and arrived on scene in time to shut off the home’s gas line and finish extinguishing the fire.

No one was hurt and the damage was minimal.



Wilsonville Police partnered with the United States Post Office and Amazon in July, participating with several other agencies, in an effort to thwart thieves stealing delivered packages.

SECURITY

Home surveillance systems are becoming more and more popular. Rapidly progressing technology and price points have made home security more available and affordable.

In July, Wilsonville Police began working with Ring. For those familiar with and using the product, you will start to see us responding to some of the videos posted in Wilsonville. Those videos often help identify potential crime trends and persons or activity that may be of concern.

Wilsonville July 2019



City of Wilsonville Police Department

30000 SW Town Center Loop E
Wilsonville, OR 97070

In Partnership with

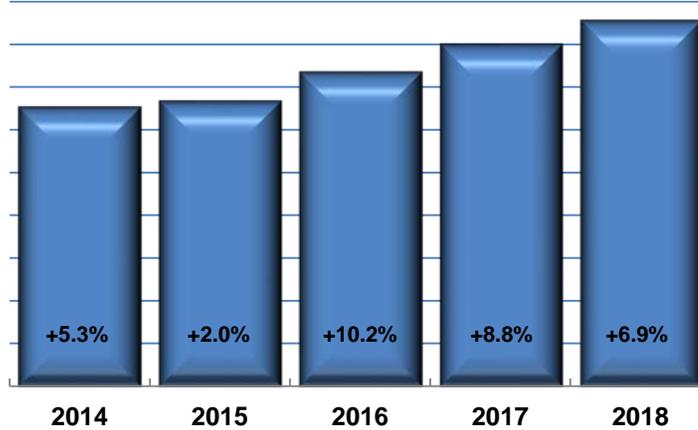


Monthly Summary

During July 2019, the Clackamas County Sheriff's Office provided law enforcement service to the City of Wilsonville on a 24 hour a day basis. During this time deputies assigned to Wilsonville responded to 737 calls for service, which was an average of 23.8 calls a day.

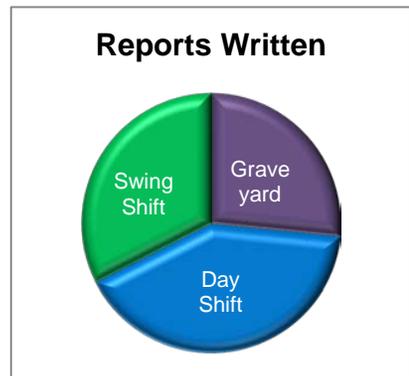
Below is a chart showing the number of calls for service in the City during the last 5 years.

<u>Year</u>	<u>Number of Calls</u>	<u>Monthly Average</u>	<u>Daily Average</u>
2014	6,558	546.5	18.0
2015	6,689	557.4	18.3
2016	7,369	614.1	20.2
2017	8,021	668.4	22.0
2018	8,571	714.3	23.5



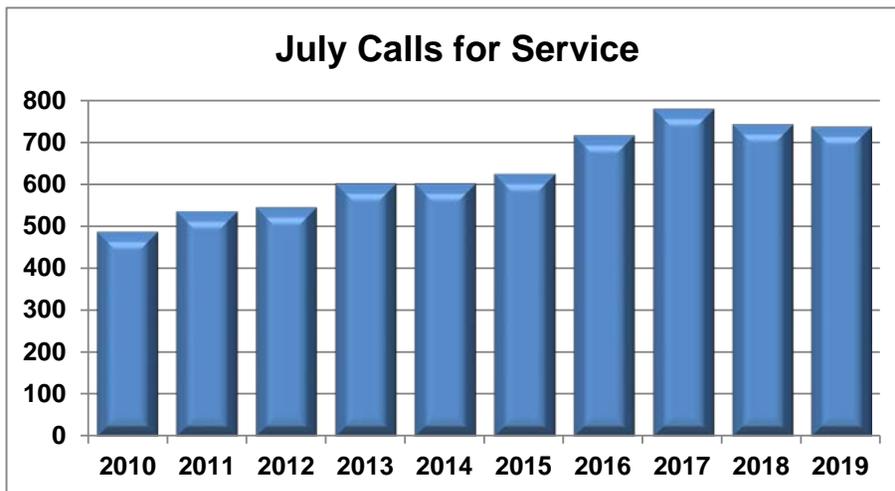
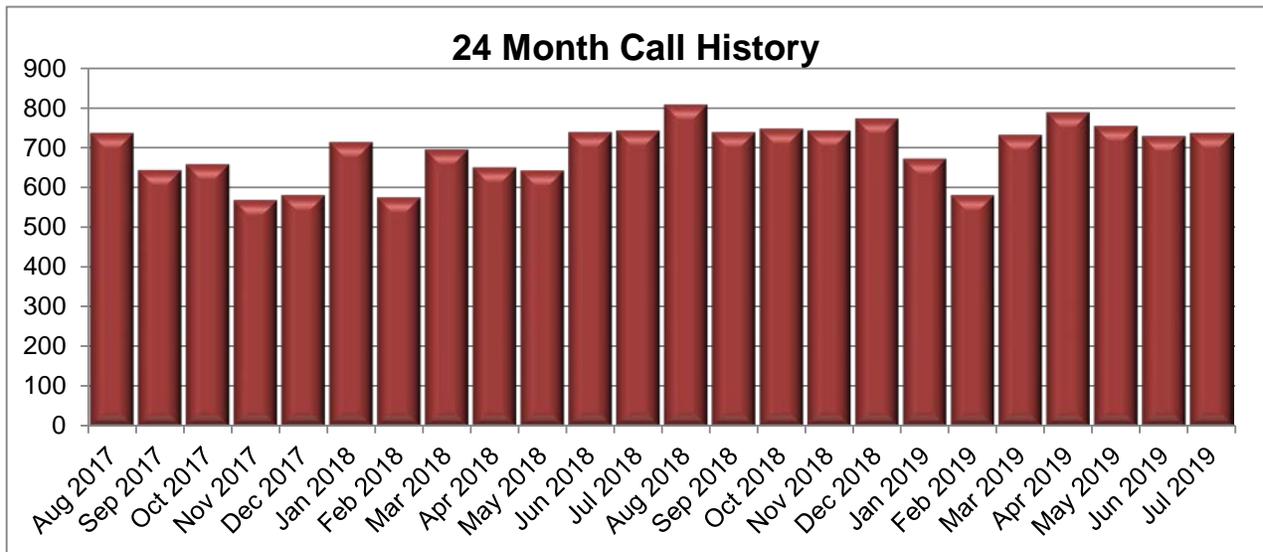
An overall look at the shift activity shows the following percentages of calls taken, traffic stops made and reports written for July.

	<u>Percentage of Calls Taken</u>	<u>Percentage of Traffic Stops</u>	<u>Percentage of Reports Written</u>
Graveyard	25.9%	22.8%	26.6%
Day Shift	34.1%	14.9%	40.9%
Swing Shift	40.0%	62.3%	32.5%



Calls for Service

Number of Calls Per Shift	July 2019	July 2018	Monthly Average 2018
Graveyard (2100-0700)	191	160	139.6
Day Shift (0700-1700)	251	320	336.3
Swing Shift (1100-0300)	295	263	238.4
Monthly Total	737	743	714.3
Daily Average	23.8	24.0	23.5



Types of Calls

This chart shows the types of calls for service during the month. These calls do not reflect actual criminal activity. In some cases the call was dispatched as a particular type of incident, but it was later determined to be of a different nature.

Type of Call	July 2019	July 2018	2018 Monthly Avg.
Alarm	87	91	67.4
Assist Public	48	65	48.7
Theft	45	38	53.3
Welfare Check	44	28	32.8
Parking Complaint	41	61	49.8
Traffic Crash	33	48	32.8
Domestic Disturbance	32	5	27.0
Suspicious Person	30	32	34.7
Juvenile Problem	27	14	17.9
Unwanted / Trespass	24	24	19.8
Assist Agency	21	26	34.3
Fraud	21	15	17.7
Suspicious Circumstances	20	8	16.1
Suspicious Vehicle	20	15	20.8
Animal Complaint	19	20	10.5
Noise Complaint	19	8	8.9
Traffic Complaint	19	26	34.3
Fire Services	15	19	10.8
Property Investigation	15	24	17.8
Disturbance	14	25	8.1
Criminal Mischief	13		9.8
Stolen Vehicle	10	4	6.3
Suicide Attempt / Threat	10	13	10.4
Threat / Harassment	9	25	25.8
Unknown / Incomplete	8	9	8.1
Behavioral Health Incident	7	4	9.8
Abandoned Vehicle	6	5	4.5
Runaway	6		2.8
Vice Complaint	6	8	5.3
Hazard	5	19	9.5
Provide Information	5		3.8
Recovered Stolen Vehicle	5		1.7
Minor in Possession	4	1	0.9
Open Door / Window	4	2	3.6
Sex Crimes	4	1	2.2
Assault	3	1	4.6
Missing Person	3		3.3
Viol. Restraining Order	3	4	2.6
Burglary	2	11	5.3
Promiscuous Shooting	2	2	1.1
Death Investigation	1	7	1.7
Extra Patrol Request	1	10	2.3
Robbery	1	1	1.2
Prowler			0.6
Shooting			0.3
Other	25	24	24.0
Total Calls:	737	743	714.3

Median Response Times to Dispatched Calls

	All Calls	Priority 1 & 2 Calls
Input to Dispatch (Time call was on hold)	1:21 Minutes	0:53 Minutes
Dispatch to Arrival (Time it took the deputy to arrive after being dispatched)	5:43 Minutes	6:01 Minutes

Other / Self-Initiated Activity

Type of Call	July 2019	July 2018	2018 Monthly Avg.
Traffic Stop	289	486	387.2
Suspicious Veh. Stop	91	58	70.3
Premise Check	63	20	20.7
Subject Stop	56	28	30.5
Follow-Up Contact	49	77	95.5
Detail	17	19	14.8
Community Contact**	5		N/A
Suspect Contact	2	3	3.8
Traffic Detail**	1		N/A
Warrant Service	8	6	9.3
Court			0.9
Foot Patrol			0.5
Meeting			1.2
Training			3.3
Total Calls:	581	697	637.9

*CCOM switched to a new dispatch CAD system on 03/13/18. The new system does not capture these call types.

** New call type

Reports Written

During July, 154 reports were written. 26.6% were written by the graveyard shift, 40.9% by the dayshift units and 32.5% were written by the swing shift units.

Type of Report	July 2019
Theft	28
Traffic Crash	14
Criminal Mischief	10
Stolen Vehicle	8
Burglary	4
Identity Theft	3
Assault	2
Drug Crimes	1
Other Reports	84
Total Calls:	154

July 2018	2018 Monthly Avg.
28	40.8
19	12.6
4	8.1
2	4.2
5	5.6
2	3.3
4	3.0
1	4.3
72	90.6
137	172.5

Shift Totals	July 2019
Graveyard	41
Day Shift	63
Swing Shift	50

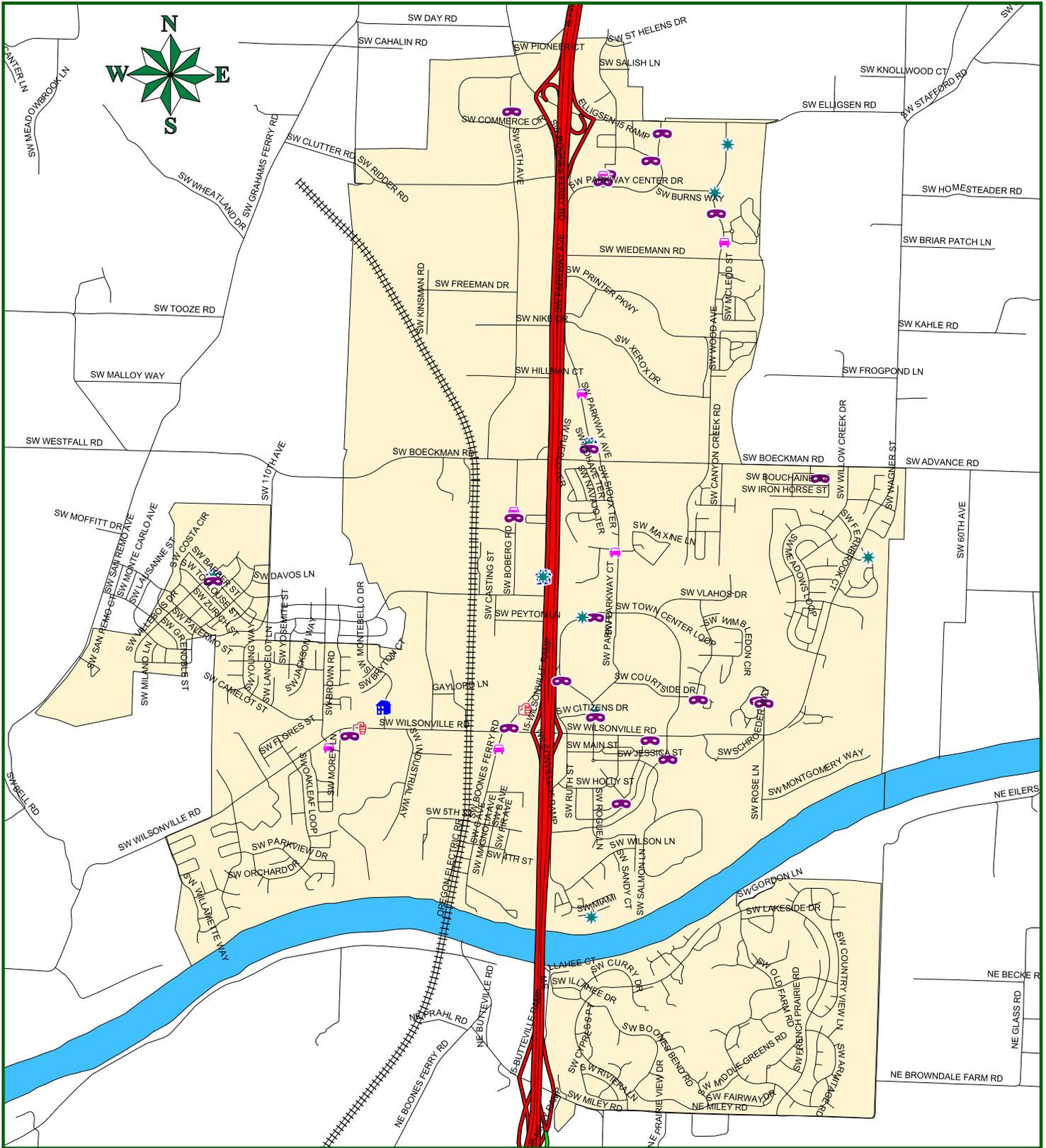
July 2018	2018 Monthly Avg.
19	25.1
64	89.5
54	57.9



Wilsonville July 2019



- Assault
- Burglary
- ★ Criminal Mischief
- Stolen Vehicle
- Theft

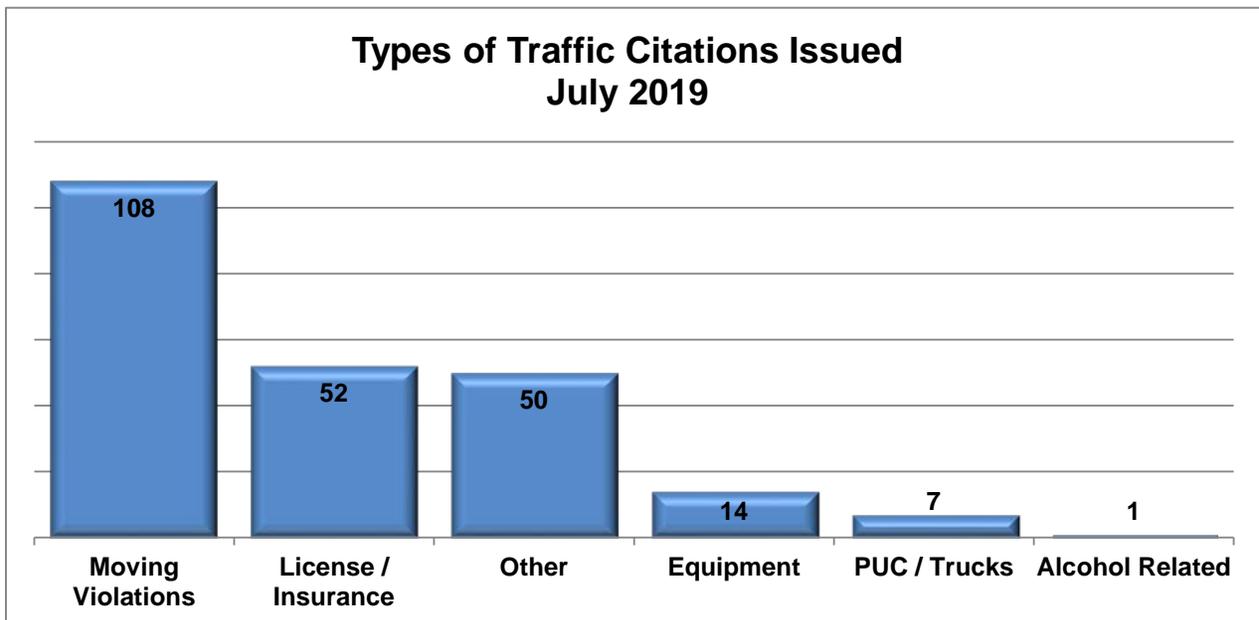
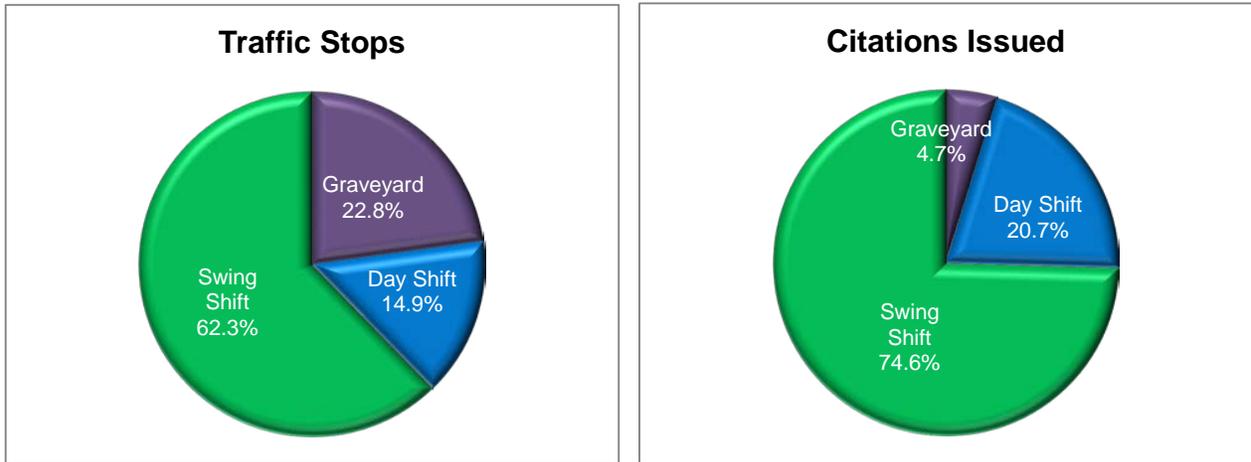


Traffic

During July 2019, 289 traffic stops were made in the City and 232 traffic citations were issued. Included in these totals are 143 traffic stops (49.5%) and 180 (77.6%) citations issued by the traffic deputies.

There were 4 arrests for Driving Under the Influence of Intoxicants (DUII).

Shift	Traffic Stops	Citations Issued
Graveyard	66	11
Day Shift	43	48
Swing Shift	180	173
Total:	289	232



MONTHLY NEWS
City of Wilsonville Police

VOLUME 2 | ISSUE 6 | PUBLISHED JULY 10, 2019 | **June 2019**



Justin Smith and Christopher Thomas



Fresh from Redstone Arsenal near Huntsville, AL, deputies Justin Smith and Christopher Thomas returned to Wilsonville and the Sheriff's Office as certified bomb technicians.

Certification requires years of work that concludes in a six-week course at Redstone—home of the FBI's Hazardous Devices School. Students work with the Explosive Disposal Unit, known as MEDU.

On June 4, 2019, Wilsonville Police partnered with several other agencies and focused on crosswalk safety. This was in response to public concern.



School let out in June, marking the end of Deputy Jason Dolan's assignment as Wilsonville's School Resource Officer. Interviews were held and we'll be welcoming Deputy Stephanie Cronk come fall. Many of you will remember she worked as an officer here during 2017 and 2018. Deputy Dolan will be on hand initially to help get her introduced and oriented.

In the meantime, the weather has been warming up and activities have been planned by residents and City personnel for the neighborhoods and communities. The police department has been busy making plans to attend some of these events and continue keeping Wilsonville safe. Think Fun Run, Concerts, National Night Out...

Wilsonville June 2019



City of Wilsonville Police Department

30000 SW Town Center Loop E
Wilsonville, OR 97070

In Partnership with

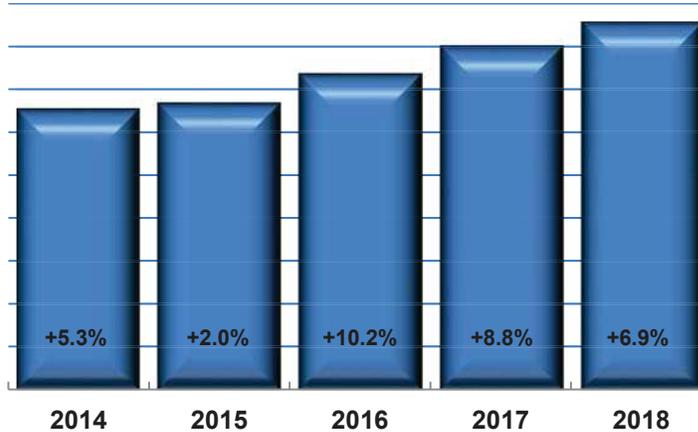


Monthly Summary

During June 2019, the Clackamas County Sheriff's Office provided law enforcement service to the City of Wilsonville on a 24 hour a day basis. During this time deputies assigned to Wilsonville responded to 729 calls for service, which was an average of 24.3 calls a day.

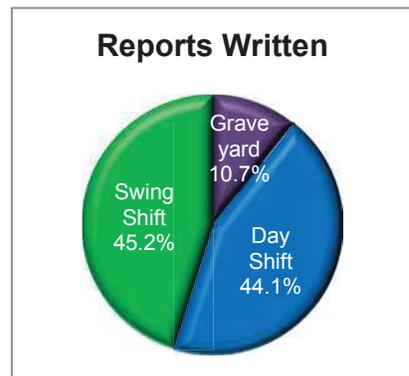
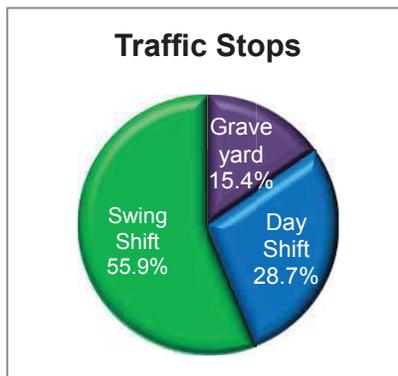
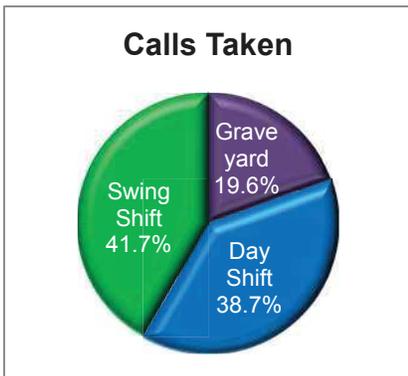
Below is a chart showing the number of calls for service in the City during the last 5 years.

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2015	6,689	557.4	18.3
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2017	8,021	668.4	22.0
2018	8,571	714.3	23.5



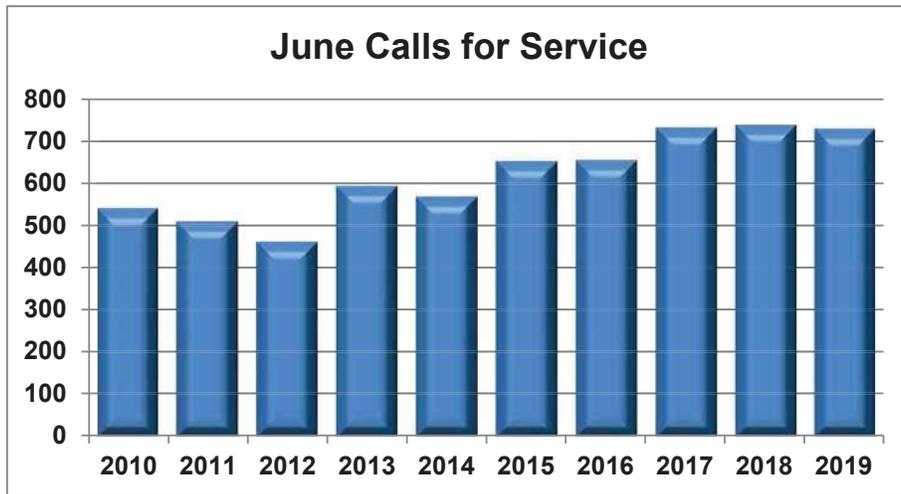
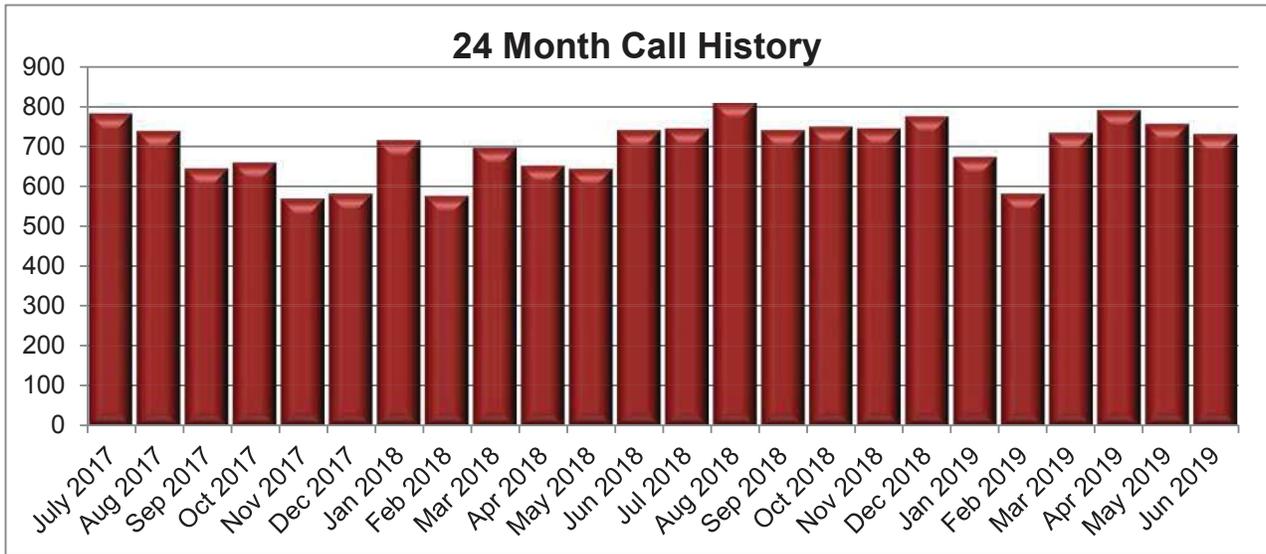
An overall look at the shift activity shows the following percentages of calls taken, traffic stops made and reports written for June.

	<u>Percentage of Calls Taken</u>	<u>Percentage of Traffic Stops</u>	<u>Percentage of Reports Written</u>
Graveyard	19.6%	15.4%	10.7%
Day Shift	38.7%	28.7%	44.1%
Swing Shift	41.7%	55.9%	45.2%



Calls for Service

Number of Calls Per Shift	June 2019	June 2018	Monthly Average 2018
Graveyard (2100-0700)	143	98	139.6
Day Shift (0700-1700)	282	330	336.3
Swing Shift (1100-0300)	304	311	238.4
Monthly Total	729	739	714.3
Daily Average	24.3	24.6	23.5



Types of Calls

This chart shows the types of calls for service during the month. These calls do not reflect actual criminal activity. In some cases the call was dispatched as a particular type of incident, but it was later determined to be of a different nature.

Type of Call	June 2019	June 2018	2018 Monthly Avg.
Alarm	62	65	67.4
Parking Complaint	51	66	49.8
Assist Public	48	60	48.7
Welfare Check	39	23	32.8
Theft	35	41	53.3
Suspicious Person	33	28	34.7
Traffic Crash	32	21	32.8
Domestic Disturbance	30	25	27.0
Suspicious Circumstances	29	12	16.1
Threat / Harassment	28	26	25.8
Unwanted / Trespass	25	17	19.8
Assist Agency	23	43	34.3
Traffic Complaint	22	30	34.3
Juvenile Problem	21	33	17.9
Animal Complaint	20	31	10.5
Noise Complaint	18	8	8.9
Disturbance	17	7	8.1
Other	17	24	24.0
Fraud	16	20	17.7
Property Investigation	16	25	17.8
Suspicious Vehicle	14	15	20.8
Open Door / Window	13	3	3.6
Behavioral Health Incident	11	9	9.8
Criminal Mischief	11	15	9.8
Extra Patrol Request	11	4	2.3
Fire Services	10	12	10.8
Suicide Attempt / Threat	8	15	10.4
Hazard	7	14	9.5
Provide Information	7		3.8
Runaway	7	2	2.8
Viol. Restraining Order	7	6	2.6
Vice Complaint	6	4	5.3
Burglary	5	2	5.3
Stolen Vehicle	5	8	6.3
Unknown / Incomplete	5	5	8.1
Abandoned Vehicle	4	6	4.5
Assault	4	4	4.6
Minor in Possession	4		0.9
Promiscuous Shooting	3	1	1.1
Recovered Stolen Vehicle	2	1	1.7
Sex Crimes	2	3	2.2
Missing Person	1		3.3
Death Investigation		2	1.7
Prowler		1	0.6
Robbery		2	1.2
Shooting			0.3
Total Calls:	729	739	714.3

Median Response Times to Dispatched Calls

	All Calls	Priority 1 & 2 Calls
Input to Dispatch (Time call was on hold)	1:12 Minutes	0:56 Minutes
Dispatch to Arrival (Time it took the deputy to arrive after being dispatched)	5:33 Minutes	5:14 Minutes

Other / Self-Initiated Activity

Type of Call	June 2019	June 2018	2018 Monthly Avg.
Traffic Stop	331	488	387.2
Follow-Up Contact	110	112	95.5
Suspicious Veh. Stop	101	79	70.3
Premise Check	58	23	20.7
Subject Stop	46	25	30.5
Detail	21	3	14.8
Traffic Detail**	11		N/A
Suspect Contact	8	4	3.8
Community Contact**	6		N/A
Warrant Service	3	15	9.3
Court			0.9
Foot Patrol			0.5
Meeting			1.2
Training			3.3
Total Calls:	695	749	637.9

*CCOM switched to a new dispatch CAD system on 03/13/18. The new system does not capture these call types.

** New call type

Reports Written

During June, 177 reports were written. 10.7% were written by the graveyard shift, 44.1% by the dayshift units and 45.2% were written by the swing shift units.

Type of Report	June 2019	June 2018	2018 Monthly Avg.
Traffic Crash	13	6	12.6
Theft	27	37	40.8
Criminal Mischief	8	18	8.1
Burglary	1	2	5.6
Stolen Vehicle	4	3	4.2
Assault	6	5	3.0
Identity Theft	3	5	3.3
Drug Crimes	6	1	4.3
Other Reports	109	94	90.6
Total Calls:	177	171	172.5

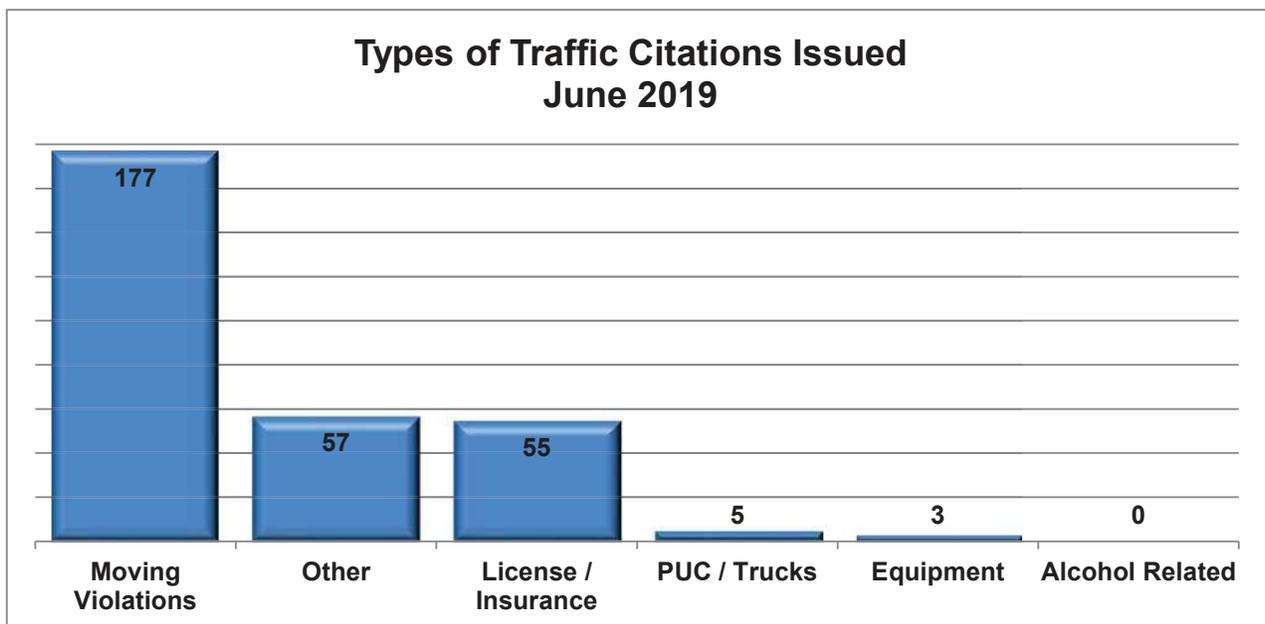
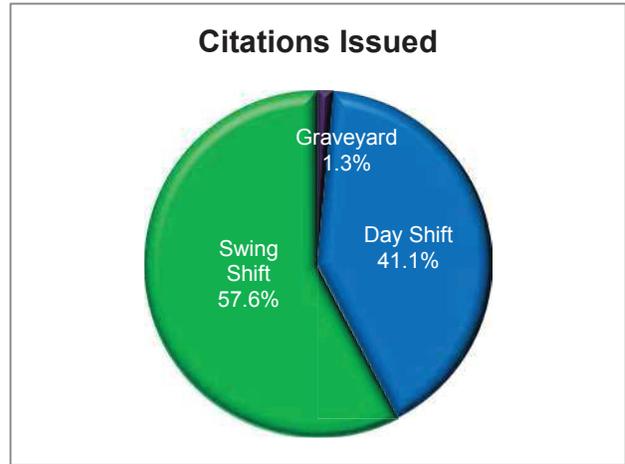
Shift Totals	June 2019	June 2018	2018 Monthly Avg.
Graveyard	19	30	25.1
Day Shift	78	90	89.5
Swing Shift	80	51	57.9

Traffic

During June 2019, 331 traffic stops were made in the City and 297 traffic citations were issued. Included in these totals are 182 traffic stops (55.0%) and 253 (85.2%) citations issued by the traffic deputies.

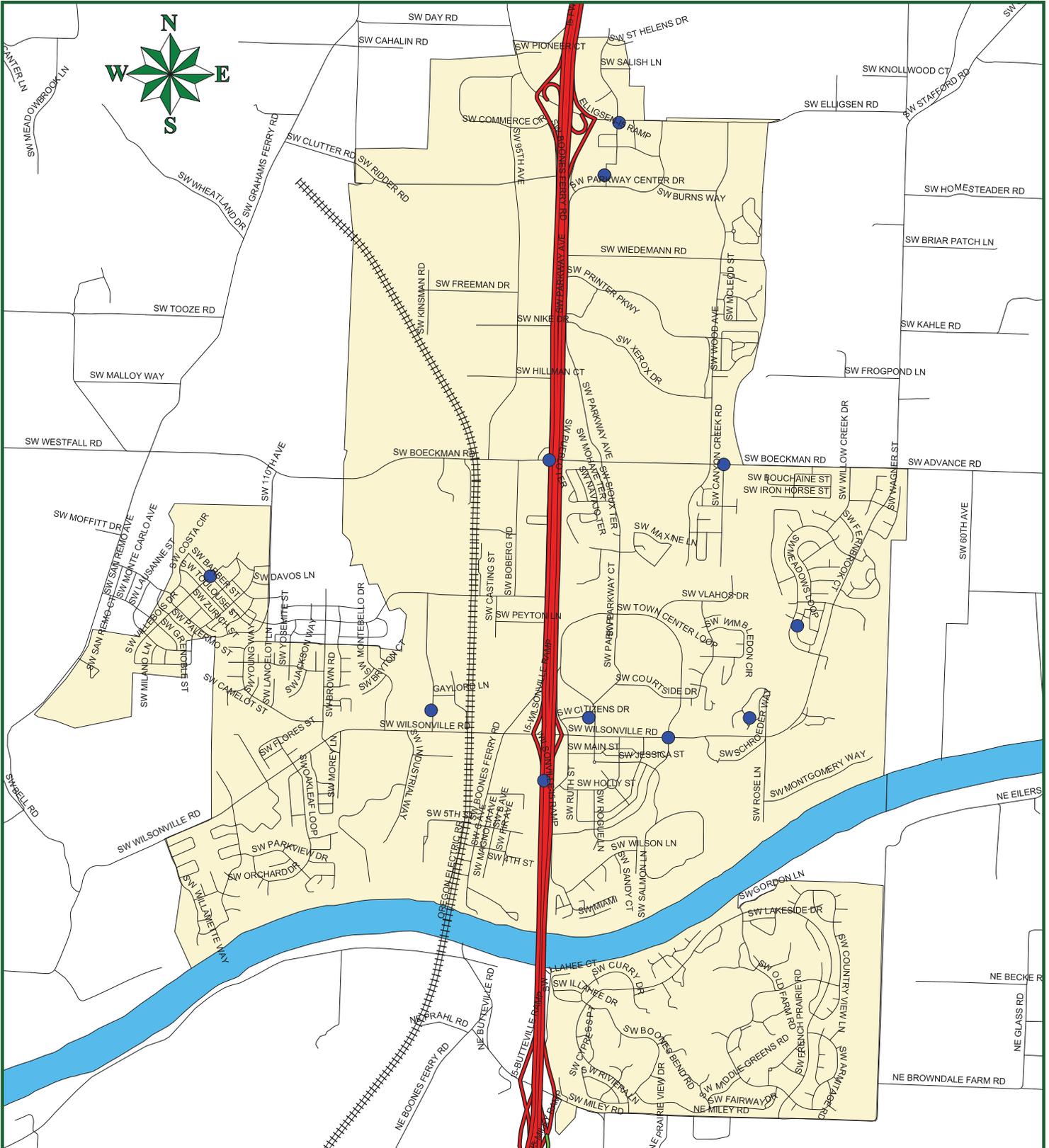
There were 3 arrests for Driving Under the Influence of Intoxicants (DUII).

Shift	Traffic Stops	Citations Issued
Graveyard	51	4
Day Shift	95	122
Swing Shift	185	171
Total:	331	297





Wilsonville Traffic Crashes June 2019





JULY 2019 MONTHLY REPORT

From The Director's Office:

New Radio Tower at the Level C Reservoir Site

The City is partnering with the Clackamas 800 Radio Group (C800) to construct a public safety network radio tower and ancillary equipment at one of our existing reservoir sites. In May 2016 voters approved the Clackamas County Emergency Radio Communications System Replacement Bond (Ballot Measure 3-476). As part of this bond measure, 14 new radio tower sites will be added to the existing 10 sites. One of the new sites is proposed to be on the City's Level C Water Reservoir property located north of Elligsen Road above the "Pheasant Ridge RV Park".

The C800 Group owns and operates a public safety voice and data communications system that benefits public safety providers who protect the citizens of Clackamas County. C800's service area is 1,879 square miles and the service population is 397,385 (2015).

The C800 group wants to lease a 50' x 60' parcel within the Reservoir property to install a 180.0 foot tall lattice communications tower with the top of the terminal at 196' 6" along with 12' x 24' equipment building, emergency generator and propane tank. The equipment will be enclosed with a six foot high black vinyl clad chain-link fence with privacy slats, three strand barbwire and an alarm system. A 28.7 feet by 148.7 feet area will be designated as an access area to the Ground Space along with 1,676 square foot Utility Easement area within the access area to provide electricity to the Ground Space.

C800 will be responsible for the maintenance of the Access Area, Ground Space, and Communication Facility including the roadway, fence, building, alarms, etc.

The C800 group has provided an executed copy of the easement or access license for the right of way of ingress and egress to and from the Property from the adjacent landowner. The lease agreement with the City requires the C800 Radio Group to pay \$12,000 per year lease fee and the fee will increase by three percent each year.



Facilities Division

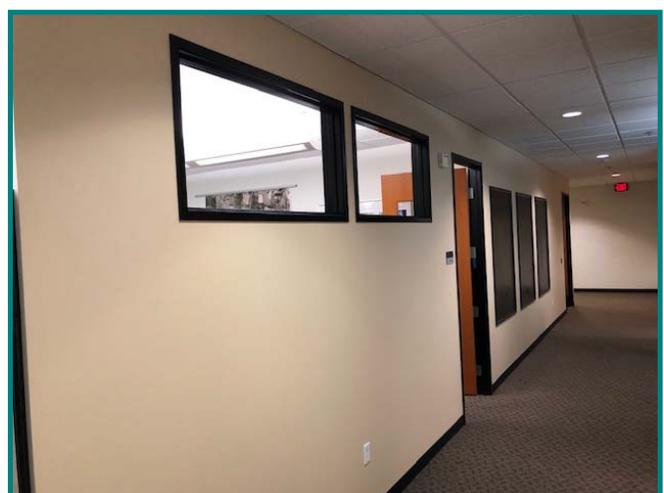
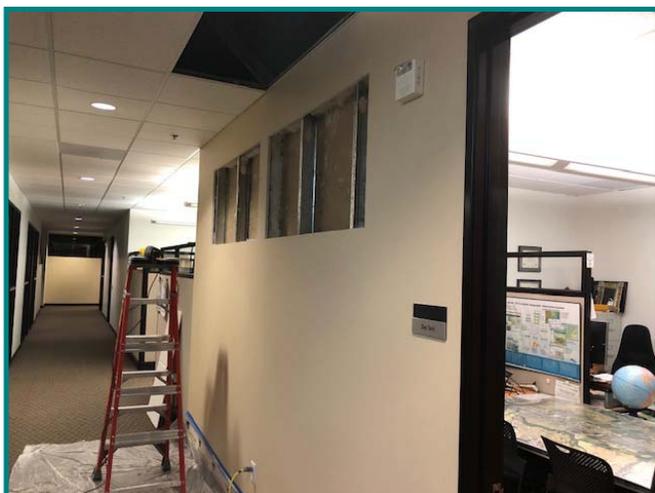
In-House Remodeling Projects

The Facilities Division has been burning the candle on both ends with several minor in-house remodels. The most efficient and least impactful means of accomplishing these project was to complete the work in the evenings while the facilities are not in use. The smaller of the two projects consisted of reconstructing a small, underutilized area in the Community Centers storage room to provide an area for the janitor's new floor scrubber. The space allows for the scrubber to be charged and still keep it out of the three foot clearance area that is required for the nearby electrical panels. Additionally, the area provided enough space for a extra shelving to be installed above the scrubber for added storage and an additional battery charging station.



The larger and more complex project, was the installation of two interior windows and three large poster mounting frames and between the upstairs hallway and the GIS Managers office. The office, commonly referred to as the cave due to its poor lighting, is located in the center of the upper floor. The project required careful layout of the windows in order to avoid HVAC condensation lines as well as communication and electrical wires. Once the layout process was completed, the excess sheetrock and soundproof insulation was removed, new metal framing was installed in the openings. We then reattached the existing sheetrock to the framing and

windows in order to place and secure the openings. Not only did the project successfully bring increase the quality and amount of natural lighting from the surrounding area, it improved the look and feel of what was once an expansive and boring hallway.



Roads & Storm Water Division

Safety Railing Replacement on 95th Avenue at the AGC Building

A vehicle accident on 95th Avenue had taken out the railing in front of the Associated General Contractors (AGC) Building. Railing was required at this location to assure the safety of pedestrians and vehicles, due to the 15 feet grade difference between the sidewalk and the adjacent property. The railing was severely damaged several months ago. The crew responded immediately to isolate and secure the area for the general public. Staff ordered the replacement railing which required over three months for fabrication. Upon delivery the railing was installed by the Roads crew with some help from the Storm crew. Staff was able to cut out and replace the railing sections all in one day.



Roads & Storm Water Division

Storm Water Flow Control Repairs

During annual maintenance, the Storm team members found a flow control device inside a manhole that had become separated from the overall structure. This failure caused it to allow too much flow through the system thereby damaging several other structures in the downstream storm system. Typical banding system repairs used to secure the flow control device to the wall cost ~\$5,000. The crew developed a less expensive option of using a custom pipe clamp system to re-secure the flow control device while still meeting all applicable Public Works Standards. The alternative solution cost ten times less than the prescribed method.

Once all the parts required for the repairs were gathered the team implemented an efficient plan to reconstruct the damaged structures. Throughout the following weeks the stormwater crew will be scheduling and completing the two remaining structures that need repair. The pictures provided below show the crew performing a Confined Space Entry into the flow control manhole and repairing it.



Utilities Division

Annual Water Distribution Flushing Program

The Water crew wrapped up the annual water distribution system’s flushing program this month. The water crew flushes the system annually as a proactive method to maintain high quality water for our customers. The program involves flushing the entire system starting at the water treatment plant and then working away from the plant to the edges of the city. The work involves opening hydrants and blow offs in a specific sequence to increase the velocity of the water in the system piping creating a scouring effect, which in turn removes sediment, loose deposits and tubercles. Flushing the system decreases the water age in dead end mains, improving the water quality and restoring chlorine residuals in the system.

The flushing program also provides an additional opportunity to inspect the condition and operation of the hydrants and blow off valves themselves. During flushing if a hydrant is not operating properly it is repaired within a day of discovery to restore its fire protection capabilities.



Chris-Flushing



Sam-Flushing



Steve-Blow Offs

Sewer Hot Spots

The sewer crew, (Paul Havens and Paul Walker below) continues to clean lines and address “hot spots” which are manholes or sewer lines that need to be inspected and cleaned more regularly than others. Some of these manholes are harder to reach than your standard manhole in the street. The sewer crew will occasionally need to get creative by dragging hose, driving off road, or assembling long sections of suction pipe in order to reach into deep manholes.



Paul H. and Paul W. inspecting and cleaning sanitary system



JULY 2019 Report

Please and Thank You

There are few words in human conversation with the power, gentleness, and residual impact of please and thank you. Two verbs used separately but somehow remain quite indivisible. A paradox for sure.

How many times will each of us say please and thank you over our lifetime? 1,000,000? 2,000,000? 10,000,000. Whatever the number, I would offer, it could never be enough.

I have heard “ it is not important what you take when you leave this world; it is more important what you gave and what you leave behind”.

Please and thank you, much like our in-town service, are free. With this in mind, I challenge all of us to refrain from using please and thank you sparingly. Give them freely and without hesitation. You may just make someone’s day, or perhaps, someone just might make yours.

Dwight Brashear
Transit Director



Events and Marketing - Michelle Marston Program Coordinator

SMART continues work on a marketing plan for service enhancements to be added in mid-September, as well as seeking volunteers for our annual Bike/Ped Counts in September. Our next big event for 2019 is our *Community Bike Ride*, to be launched at the Community Block Party August 15. Look for flyers next month posted around town.

Walk Wednesday continues to grow with five new participants to the program during July. Partners this month included Nichols Family Agency-Allstate, BenchMark Therapy, Academy Mortgage, and TwinStar Credit Union.

SMART hosted the annual summer "Scenic Summer Trolley Tours" on July 25. SMART accepted donations of a pair of socks that were donated to Wilsonville Community Sharing. We have one more tour scheduled for August 22.

SRTS Update - Sheilagh Griffin TDM Technician

July has been a busy month. We held a week long bike camp in collaboration with WashCo Bikes, hosted a Bike Rodeo at the City Wellness Fair and are gearing up for a *Community Bike Ride* at the Community Block Party.



2019 Bike Camp participants

The Saddle Up Adventure Bike Camp was a success!

We played games in parks, toured the electric bus, learned how to put bikes on the SMART bus bike racks and spent a day at Bullwinkle's Fun Center. Dwight spoke to campers on Friday morning. They learned about transit, alternative fuels, and how transit can help our environment and play a key role in emergency situations. He encouraged campers to consider what they want for their future and to create a blueprint for their life, leave places, and situations better than they found them and give more than they get.

One camper learned to ride a bike in May at the Learn to Ride Clinic, signed up for the camp with his cousin, used transit to get to and from camp and then they rode their bikes home together on the last day of camp. Campers learned hand signals and rules of the road throughout the week.

The Bike Rodeo had lots of kids riding a traffic course that taught maneuvering and hand signals. Gerry, The Bike Man checked over every bike before it went on the course. Two kids learned how to ride a bike! Their parents were thrilled and the kids were ecstatic. Kids had support from SMART staff and received medals and snacks at the end of the course. Some kids rode the course multiple times. Fun was had all around.

Grants - Elli Work Grants and Programs Manager

SMART was just awarded two Statewide Transportation Improvement Funds (STIF) discretionary grants:

\$424,000 for Intelligent Transportation System (ITS). This automated transit technology includes tracking and live dispatch, automatic passenger counters, real-time passenger information, and free Wi-Fi on all SMART buses.

\$303,000 for an Express Medical Shuttle. This award will allow SMART to purchase a CNG Cutaway bus and operate a deviated fixed route express medical shuttle between the Wilsonville Community Center and Legacy Meridian Park Medical Center.

Competitive grants currently pending:

\$3.3M Federal Transportation Administration (FTA) Section 5339b Phase II Expansion to include expanding the bus yard, refueling capabilities, bus wash, and administrative offices.

\$128,894 Oregon Department of Transportation (ODOT) Safe Routes to School (SRTS) grant to support SRTS programming.

2nd Annual SMART Bike Rodeo



Saturday, July 20, City Hall Parking Lot

Operations - Eric Loomis Operations Manager

Overall ridership is **down 6.84%** compared to last June and **down 12.8%** compared to last month (May 2019). Trends show that a drop in ridership from May to June is typical. The only unusual change is the percent decrease from last June in the 2X weekday service. The good news is that compared to the last two fiscal years, this year has the **highest ridership at 292,650**. This total surpassed prior years by more than 15,000 people.

	1X Salem	2X Barbur	2X Sat Barbur	3X Canby	4 Wilsonville Rd	4 Sat Wilsonville Rd	5 95th Commerce	6 Arglye Square	C Charb Shuttle	7 Villebois	Villebois Shuttle	Total
June 2019	3,265	5,651	256	915	7,501	545	967	1,616	196	172	1,581	22,589
June 2018	3,173	6,994	252	743	8,641	488	1,186	1,757	N/A	151	1,602	24,247
% Change	+2.9%	-19.2%	+1.59%	+23.15%	-13.19%	+11.68%	-18.47%	-8.03%	N/A	+13.91%	-1.31%	-6.84%

Fleet Services - Scott Simonton Fleet Services Manager

Fleet technicians received one full week of training in the maintenance and repair of our new Proterra electric buses. The training covered all operating systems of the buses themselves, as well as other related items, including the unique towing procedures and high voltage safety. Three trainers from Proterra conducted the training on site in Wilsonville, using our buses as training aids.



Proterra training on a SMART bus July 9, 2019