

City of Wilsonville

City Council Meeting

November 18, 2019



AMENDED

AGENDA

**WILSONVILLE CITY COUNCIL MEETING
NOVEMBER 18, 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 Joann Linville - Excused
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)(h) Legal Counsel / Litigation
- 5:15 P.M. REVIEW OF AGENDA AND ITEMS ON CONSENT [5 min.]**
- 5:20 P.M. COUNCILORS’ CONCERNS [5 min.]**
- 5:25 P.M. PRE-COUNCIL WORK SESSION**
A. Public Art Interpretive Information (Stark/Monahan/Taylor) [25 min.]
B. DAR Steering Committee Recommendation (Loomis) [25 min.]
- 6:25 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, November 18, 2019 at City Hall. Legislative matters must have been filed in the office of the City Recorder by 10 a.m. on November 5, 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. Systems Innovation Award (Kelly Ross/Brashear)

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

7:35 P.M. COUNCILOR COMMENTS

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

7:45 P.M. CITY MANAGER'S BUSINESS

7:50 P.M. LEGAL BUSINESS

7:55 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.



**CITY COUNCIL MEETING
STAFF REPORT**

<p>Meeting Date: November 18, 2019</p>	<p>Subject: DAR Steering Committee Recommendation</p> <p>Staff Member: Eric Loomis, Transit Operations Manager</p> <p>Department: Transit</p>
<p>Action Required</p>	<p>Advisory Board/Commission Recommendation</p>
<p><input type="checkbox"/> Motion</p> <p><input type="checkbox"/> Public Hearing Date:</p> <p><input type="checkbox"/> Ordinance 1st Reading Date:</p> <p><input type="checkbox"/> Ordinance 2nd Reading Date:</p> <p><input type="checkbox"/> Resolution</p> <p><input checked="" type="checkbox"/> Information or Direction</p> <p><input type="checkbox"/> Information Only</p> <p><input type="checkbox"/> Council Direction</p> <p><input type="checkbox"/> Consent Agenda</p>	<p><input type="checkbox"/> Approval</p> <p><input type="checkbox"/> Denial</p> <p><input type="checkbox"/> None Forwarded</p> <p><input checked="" type="checkbox"/> Not Applicable</p> <p>Comments: N/A</p>
<p>Staff Recommendation: N/A</p>	
<p>Recommended Language for Motion: N/A</p>	
<p>Project / Issue Relates To:</p>	
<p><input type="checkbox"/> Council Goals/Priorities</p>	<p><input type="checkbox"/> Adopted Master Plan(s)</p>
<p><input checked="" type="checkbox"/> Not Applicable</p>	

ISSUE BEFORE COUNCIL:

South Metro Area Regional Transit (SMART) provides robust transportation service for seniors, people who have a disability, and members of the public through the demand-response system known as Dial-a-Ride (DAR). Demand for this service continues to increase and in recent years, specific programs within Dial-a-Ride have reached capacity. SMART has organized a Dial-a-Ride Steering Committee (Committee) to assess the current Dial-a-Ride system and develop system alternatives through a collaborative process that engages the Wilsonville community.

The Committee selected represents a variety of interests including current Dial-a-Ride customers, business partners, senior facility coordinators, and others that represent customers who utilize the DAR system.

EXECUTIVE SUMMARY:

Starting in November of 2018 and over the course of the last 12 months, the Dial-a-Ride Steering Committee met monthly to review, understand, and develop recommendations for SMART’s operation information, financials, and processes.

Members took an active role in developing an outreach program to receive feedback from their prospective constituents throughout the community. The Committee collected 157 surveys from the public to analyze and use to help formulate a list of recommendations for SMART.

EXPECTED RESULTS:

The Committee would like City Council to endorse the Dial-a-Ride Steering Committee Recommendation document. The Committee also proposes SMART staff implement the list of recommendations when expanding services and by integrating them into future master plans that would receive formal approval by City Council.

TIMELINE:

November	Final Recommendation to Council
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CURRENT YEAR BUDGET IMPACTS:

The Committee is volunteering their time and working with SMART staff to develop this recommendation. Costs associated with this project include staff time and the limited materials needed to conduct meetings and public outreach.

FINANCIAL REVIEW / COMMENT:

Reviewed by: CAR Date: 11/6/2019

LEGAL REVIEW / COMMENT:

Reviewed by: ARGH Date: 11/6/2019

COMMUNITY INVOLVEMENT PROCESS:

The Committee played a key role in the decision making of the Recommendation. Additionally, the Committee created and distributed a survey to gauge public preference. Members conducted their own community outreach by recruiting friends, families and neighbors, and informing key partners on how, where, and when they could be involved in the process.

Members have discussed survey results and public comments to formulate the Recommendation based on the preferred alternative(s).

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

The Committee developed a Recommendation to propose to Council for SMART staff to begin integrating into future master plans. The Recommendation is directly correlated with feedback from committee members and survey results. Once implemented the community will benefit from improved and expanded Dial-a-Ride and transit services.

ALTERNATIVES:

Alternatives to the Recommendation were informally discussed after survey results were reviewed, with the preferred alternative (Alternative A) moving forward as the Committee Recommendation.

Alternative A includes current Dial-a-Ride services with numerous improvements, including service expansions, simplified application processes, and flexible pick-up windows. The committee identified areas where SMART could improve efficiencies to include expansions at a low or no cost. Examples include the continued seeking of state, regional and federal grants and partnering with medical facilities and resident facilities.

Alternative B includes a “no-build” solution that maintains the current system.

Alternative C minimizes service to only include the required ADA Dial-a-Ride service. Although there is a cost savings associated with Alternative C, the Committee and surveys proved to be strongly against getting rid of other programs such as the Out-of-Town and 60+ services. The General Public program received less support, but the committee felt it was an important program for areas of Wilsonville that may have limited or no fixed-route available.

CITY MANAGER COMMENT:

N/A

ATTACHMENT:

1. DAR Steering Committee Final Recommendation

Dial-a-Ride Steering Committee Recommendation

November 2019

Introduction

Purpose

South Metro Area Regional Transit (SMART) provides robust transportation service for seniors, people who have a disability, and members of the public through the demand-response system known as Dial-a-Ride. Demand for this service continues to increase and in recent years, specific programs within Dial-a-Ride have reached capacity. SMART organized a limited duration Dial-a-Ride Steering Committee to assess the current system and develop alternatives through a collaborative process that engages the Wilsonville community.

Twelve community members volunteered their time to serve on the committee. These individuals represented a variety of interests such as Dial-a-Ride customers, business partners, and senior facility coordinators.

Background

The Committee worked with SMART staff to learn about several operational components of the Dial-a-Ride system; including but not limited to, different programs within Dial-a-Ride, eligibility, scheduling, revenue streams, expenditures, and advertisement.

After gathering information, the Committee developed a Dial-a-Ride survey to distribute to the public. This survey focused on questions related to service priorities and preferences to assist the committee in making a recommendation to SMART staff.

The Committee went to several tabling events over the course of two weeks including the Wilsonville Community Center, Library, neighborhood concerts, and living facilities. Within that time, the Committee collected 157 surveys from the community.

Recommendation

By evaluating the current Dial-a-Ride system and engaging with the public, the members of the Committee formulated recommendations under the themes of *Maintain*, *Improve*, and *Innovate* that will help improve efficiency and accessibility of SMART's demand response service.

Maintain

- Free in-town Dial-a-Ride service
- Providing service to out-of-town medical destinations
- Positive customer experience, with outstanding operators and dispatchers
- Engagement with public to assist in decision making
- Environmentally friendly vehicles
- Reliable service
- Accessibility with door-to-door service

Improve

- Medical services must maintain highest priority
- Increase capacity for out-of-town medical trips
- Availability of out-of-town service
- Weekend service to cover Charbonneau
- Provide flexible customer scheduling (pick-up windows) to increase agency efficiencies
- Simplify the application process: less paperwork, simplified documents, convenient delivery methods (email, fax, phone app)
- Provide seatbelt availability to all customers
- Technology: ability to schedule rides online, receive text/call notification reminder for appointments
- Awareness of service through marketing and advertising

Additional Comments

- Establish a program that allows those with not enough funds to apply for a discount or free rides for out-of-town medical trips
- Research establishing an ongoing community based committee for SMART's Dial-a-Ride
- Coordinate services with resident facilities
- Official correspondence to applicants on eligibility status that includes "rules and regulations" on how to ride and what services are available to customers

Conclusion

The recommendations listed above are based on the Steering Committee feedback in addition to survey responses. The Committee would like City Council to endorse the recommendations. The committee also proposes SMART staff implement the list of recommendations when expanding services and by integrating them into future master plans that would receive formal approval by City Council.

SMART Dial-a-Ride Steering Committee

 Marie Alaniz

 Rosanne Case

 Thomas Cole

 Cindy Foster

 Joshua Golston

 Linda Howland

 Kate Johnson

 Priscilla Johnson

 Michael Malchow-Hay

 Chelsea Tschida

 Rob Wiesenthal

 Sadie Wallenberg

CITY COUNCIL ROLLING SCHEDULE Board and Commission Meetings 2019

Items known as of 11/13/19

November

DATE	DAY	TIME	EVENT	LOCATION
11/25	Monday	6:30 p.m.	DRB Panel B	Council Chambers
11/27	Wednesday	6:30 p.m.	Library Board	Library

December

DATE	DAY	TIME	EVENT	LOCATION
12/2	Monday	7:00 p.m.	City Council Meeting	Council Chambers
12/4	Wednesday	6:30 p.m.	Library Board	Library
12/9	Monday	6:30 p.m.	DRB Panel A	Council Chambers
12/11	Wednesday	6:00 p.m.	Planning Commission	Council Chambers
12/16	Monday	7:00 p.m.	City Council Meeting	Council Chambers
12/23	Monday	6:30 p.m.	DRB Panel B	Council Chambers

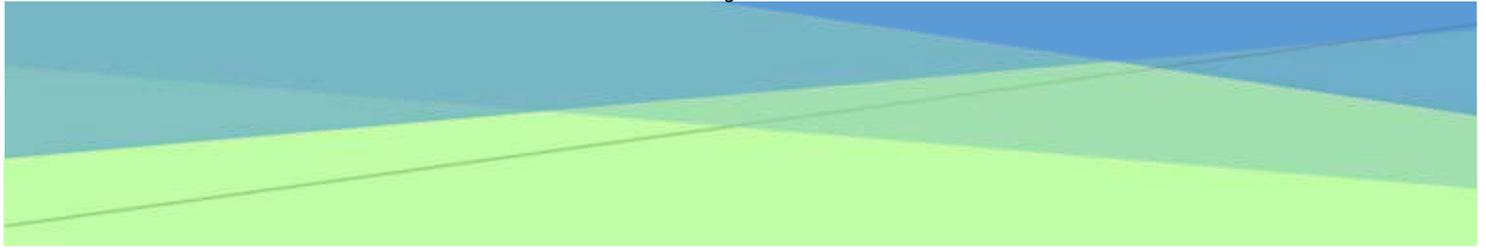
January

DATE	DAY	TIME	EVENT	LOCATION
1/6	Monday	7:00 p.m.	City Council Meeting	Council Chambers
1/8	Wednesday	6:00 p.m.	Planning Commission	Council Chambers
1/13	Monday	6:30 p.m.	DRB Panel A	Council Chambers
1/22	Wednesday	6:30 p.m.	Library Board	Library
1/23	Thursday	7:00 p.m.	City Council Meeting	Council Chambers
1/27	Monday	6:30 p.m.	DRB Panel B	Council Chambers

Community Events:

- 11/21** A Will Is Not Enough in Oregon 6:00 p.m. to 7:30 p.m.
- 11/26** History Pub at McMenamin's Old Church, 6:30 p.m. – 8:00 p.m.
- 11/28-11/29** City Offices closed in observance of Thanksgiving.
- 12/4** Holiday Tree Lighting at Town Center Park, 5:30 pm
- 12/24** Library closes at 2:00 p.m. in observance of Christmas Eve.
- 12/25** City Offices closed in observance of Christmas.
- 1/1** City Offices closed in observance of New Year's Day.
- 1/20** City Offices closed in observance of Martin Luther King Jr. Day.

All dates and times are tentative; check the City's online calendar for schedule changes at www.ci.wilsonville.or.us.



CITY COUNCIL WORK PLAN

2019-21

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A. 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.
Quarterly Update	<i>In Progress. Kinder Morgan has done everything on the list they said they would do. They have received their Development Permit to build the new automatic valve shut off enclosure which received final approval October 28, 2019. Kinder Morgan plans to start construction as soon as they get the required permits from the City. They have not yet submitted for building permits.</i>

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.
Quarterly Update	<i>In Progress. Construction plans are complete and property acquisition work is underway. Council will receive an update at their December 2, 2019 meeting.</i>

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.
Quarterly Update	<i>In Progress. Staff continues outreach efforts to property owners, developers, and investors on key sites in Town Center. Work on implementation activities related to the adopted Town Center Plan, including a streetscape plan, infrastructure finance plan, Transportation System Plan amendments, and a marketing plan with a development opportunity site analysis is expected to begin later this fall.</i>

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.
Quarterly Update	<p><i>In Progress. Alta and Security Signs have been working with city staff to identify precise locations for the kiosks.</i></p> <p><i>The investigation of locations and provision of electrical service to the kiosks is on-going.</i></p> <p><i>August work session on I-5 monument retrofits resulted in more options being requested by City Council. New color options and logo locations were shared at the November 4, 2019 work session. Council will review the final design options at an upcoming work session.</i></p>

5. Implement the Street Tree Replacement Program

Department: Staff Champion	Public Works: Kerber
Expected accomplishments	The proposed Street Tree Replacement/In-fill Program c plant up to 100 new street trees , aiding in promoting a healthy urban forest.
Process & Timeline	<input type="checkbox"/> Q3 2019 - Sign agreement with Friends of Trees <input type="checkbox"/> Q4 2019 – Start program at beginning of FY 19/20 <input type="checkbox"/> Q 2019 – Q1 2020 – 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)

5. Implement the Street Tree Replacement Program

	<ul style="list-style-type: none"> • Organize planting-day event <input type="checkbox"/> Q2 – Q4 2020 - Plant trees and follow up with citizen on tree care • 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 • Planting day on Saturday, April 18, 2020. Follow-up care information will be sent to property owners in Q3 2020 and Q3 2021. <p><i>Updated Oct. 2019</i></p>
Success & Outcomes	Improvement of the natural environment, Increase of shade areas and enhancement of neighborhood aesthetics
Quarterly Update	<i>In Progress. Project started slowly and the schedule has been adjusted to meet the planting milestones.</i>

6a. Promote farm and forest land protection

Department/ Staff Champion	Administration/ Ottenad
Expected accomplishments	Participate with local and state agencies Monitor legislative activity Provide updates to City Council
Process & Timeline	<ul style="list-style-type: none"> <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 EFU lands to other zoning designations are halted. New land-use protections for conservation of farm and forest lands advance.
Quarterly Update	<p><i>In Progress. City provided information about new the “re-approval” process for the Aurora State Airport Master Plan update to legislators and Clackamas County leadership.</i></p> <p><i>City submitted two rounds of public comment on the “re-approval” process for the Aurora State Airport Master Plan update at September 24, 2019 public hearing and October 4, 2019 written comment deadline.</i></p> <p><i>City submitted additional public comments in time for Oregon Aviation Board meeting on October 31, 2019.</i></p>

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	Review each City building for adherence to the sustainability checklist
Success & Outcomes	<p>Sustainability strategies fall into one of three tiers</p> <p>Tier 1 represents sustainable concepts that will add little to no additional cost and/or has a quick return on investment.</p> <p>Tier 2 represents basic infrastructure improvements that support more aggressive sustainable measures and have an average return on investment of approximately 5-15 years.</p> <p>Tier 3 represents aggressive sustainable measures that lend themselves to potentially achieving 'carbon neutral' status.</p> <p><i>Updated Oct. 2019</i></p>
Quarterly Update	<i>In Progress. As part of the Public Works Complex Master Plan staff and the Architectural Team held a Sustainability Workshop where participants created sustainability building goals combining elements from standard Green Globes and LEED certification checklists. Building elements and construction methods related to energy conservation, water conservation, material conservation, and interior environmental/health were discussed and placed into one of the three tiers of prioritization.</i>

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
Quarterly Update	<i>In Progress. Staff reached out to High School Civics and History teachers to promote the Citizen's Academy program. Staff also prepared a draft revised version of the Parks & Recreation Board Roles & Responsibilities to encourage youth participation.</i>

6d Encourage clean industry business retention and expansion

Department: Staff Champion	Community Development / Economic Development: Vance
Expected accomplishments	<input type="checkbox"/> Industrial performance standards in the code <input type="checkbox"/> Help businesses with increased recycling goals <input type="checkbox"/> Staff providing a focus on clean energy
Process & Timeline	
Success & Outcomes	
Quarterly Update	<p><i>In Progress. Staff continues to promote sustainability and clean energy options in business retention and expansion outreach.</i></p> <p><i>Staff attending the Oregon Tech Energy Environment Future Summit to talk with industry businesses and participants about City of Wilsonville's clean energy initiatives.</i></p> <p><i>The City has an ongoing partnership with Republic Services to expand services to residential and commercial users in Wilsonville</i></p>

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

Department: Staff Champion	Administration: Evans, Ottenad Various – Issue Driven
Expected accomplishments	<input type="checkbox"/> Continued engagement on items such as; <ul style="list-style-type: none"> • 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.
Quarterly Update	<p><i>In Progress. The City successfully launched a new online community engagement platform in August. "Let's Talk, Wilsonville!" (LetsTalkWilsonville.com) facilitates more effective online engagement by providing forums, surveys, polls, idea boards and other tools to gather input from citizens and community stakeholders. More than 100 respondents answered a survey to rank proposed new recycling collection services in order of personal preference, and nearly 75 people took an affordable housing survey to inform the City's Equitable Housing Strategic Plan. Both surveys drove new registrants to the site, which has signed</i></p>

up more than 300 residents. The sortable email database allows the City to target future correspondence to people engaged in a particular project and/or inform the community about new projects in the future as they take place. LetsTalkWilsonville.com augments the City website, Boones Ferry Messenger and social media channels to build better awareness and engagement in City projects.

7a Build Garden Acres Road

Department: Staff Champion	Community Development / Engineering: Weigel
Expected accomplishments	Build Garden Acres Road Project
Process & Timeline	<input type="checkbox"/> June 17, 2019 – Bid Award <input type="checkbox"/> Q3 2019 - Construction kick off <input type="checkbox"/> Project completion spring 2021
Success & Outcomes	Complete the road project.
Quarterly Update	<i>In progress and on schedule. Construction started on July 22, 2019^d. Ground clearing is complete and overhead utility undergrounding is underway.</i>

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

B. 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 . <i>Updated to Spring of each year to have the finalized report by the end of the fiscal year.</i> <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 (Q2 2020 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.

1. Reduce, monitor, and report on the use of toxins by the City of Wilsonville	
	<ul style="list-style-type: none"> • Monitor and work to reduce toxins. • Increase awareness about toxin use in the City.
Quarterly Update	<i>The Integrated Pest Management (IPM) Leadership team will be meeting with Bill Evans, Communications and Marketing Manager, to discuss the format and content of the annual report. The annual report will be presented to the City Council prior to release to the public.</i>

C. Effective Governance and Regional Influence

1. Advocate for expanded travel choices in the I-5/WES Corridor	
Department: Staff Champion	SMART: Brashear
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	
Quarterly Update	<p><i>In Progress. The vanpool program requires an agreement be executed between the City of Wilsonville/SMART and Enterprise Car Rental. Enterprise will provide all the vans required for the program. The agreement is being negotiated between our legal team and theirs. We hope to have a signed agreement within the next 30 days.</i></p> <p><i>In an effort to advance the vanpool program to the implementation stage, SMART’s team members recently met with employer representatives from Eaton, Clackamas Community College, Dealer Spike, Mentor Graphics, and Optimum. Although Mentor Graphics and Dealer Spike have shown some interest in participating in the program, others have been less receptive. The vanpool grant requires SMART to sign up at least six employers in order to qualify for funding. SMART will continue its outreach, with the goal of registering at least six employers.</i></p> <p><i>Finally, SMART recently implemented two new programs designed to reduce single occupancy vehicle travel along the I-5 corridor. First, in cooperation with Salem Cherriots, we added three midday trips on the Route 1X. Customers can now travel between Wilsonville and Salem throughout the day Monday thru</i></p>

1. Advocate for expanded travel choices in the I-5/WES Corridor

Friday. Next, we eliminated fares on all Route 2X service. Customers can now travel between Wilsonville and Tualatin without paying a fare.

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.
Quarterly Update	<p><i>In Progress. 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.</i></p> <p><i>In August 2019, Oregon Transportation Commission approved \$300,000 to scope project.</i></p> <p><i>City representatives met with Rep. Courtney Neron and ODOT staff to discuss the project.</i></p>

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.
Quarterly Update	<i>Awaiting Council Direction.</i>

D. 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
Quarterly Update	<i>Staff is currently finalizing project outreach and assembling a list of potential policy strategies for City Council review at the October 21 work session. The project team will incorporate additional outreach and direction on the policy strategies from City Council into a draft plan that will be shared with the project task force, Planning Commission, and City Council in late 2019/early 2020.</i>

E. 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.

1. Research and explore new residential codes to accommodate electric vehicle charging	
	<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.
Quarterly Update	Complete. At the October 7, 2019 work session, staff provided Council with an overview of the current codes and discussed the pros and cons of implementing a local EV ready mandate. Staff recommended that Council follow the State Building Codes Division lead which will have a statewide EV ready mandate in place by October 1, 2020, when the next statewide residential code will be adopted. Council was supportive of this direction. No further action is needed or required at this time.

2. Evaluate parking strategies and policies to reduce conflict	
Department/ Staff Champion	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
Quarterly Update:	<i>In Progress. Planning Staff is working with Angelo Planning Group to finalize a memo auditing current parking standards and looking at practices elsewhere. The memo did not identify any parking code edits that fit with the timeline and level of community engagement for the narrowly-scoped Residential Code Modernization Project currently under review of the Planning Commission. Staff is currently assessing which identified parking strategies to bring forward for community discussion and the most appropriate way to do so. Planning staff has submitted grant requests to support a broader look at residential standards,</i>

2. Evaluate parking strategies and policies to reduce conflict	
	<i>including parking, as part of implementation of House Bill 2001 and 2003. This project would include broad community engagement and run from Quarter 1 2020 through Quarter 2 2021.</i>

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.
Quarterly Update	<i>In Progress. Economic Development Manager, Jordan Vance, recently met with Wilsonville Concrete as part of a business outreach effort. Among the items addressed was their long-term plans. In this meeting, they did not express any long-term plans to change the current uses of their property. In the coming months the Planning Division will send written correspondence to setup meetings with other property owners in the area to initiate dialogue and gauge interest in a planning process for long-term use of the area.</i>

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)
Quarterly Update	<i>Not Started. Scheduled to start work Q2 2020.</i>

F. 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

1. Create a Basalt Creek Master Plan (complete remaining items)

Quarterly Update *In progress. Staff is currently working on FD20 zoning (Washington County zoning) issues. Staff Presented to City Council in October and will follow-up based on direction from the Council, including a request, if directed, to Washington County to integrate this issue into their 2020 Work Program.*

G. 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
Quarterly Update	<p><i>The Beauty and the Bridge interpretive panels are fabricated and awaiting ODOT permit approval for installation.</i></p> <p><i>Public Works and IT hired a GIS intern, Jayme Taylor, this fall. Jayme has done an inventory of public art including the existing rotating art locations. An online storymap has been developed to provide interpretive recognition for all publicly owned art in the City. The storymap will be presented to City Council at the November 18, 2019 work session.</i></p>

2. Explore the establishment of an Arts and Culture Commission based on the results of the Arts and Culture Commission Study and develop a strategy to reinstitute the Sculpture program

**Department/ Staff
Champion** Administration/ Ottenad

2. Explore the establishment of an Arts and Culture Commission based on the results of the Arts and Culture Commission Study and develop a strategy to reinstitute the Sculpture program	
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	
Quarterly Update	<i>Not started. Staff has been unable to make advances due to other projects.</i>

3. Explore options for adding additional resources to elevate the city's efforts around arts, culture, and tourism, including the possibility of adding staffing	
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	
Quarterly Update	<i>Not started. This will be evaluated based the outcome of Goal G.2 above.</i>

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

	<p>description – Q3 2019 (update to City Council mid – September)</p> <ul style="list-style-type: none"> • 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.
Quarterly Update	<i>Not started. This will be evaluated as part of a potential Park Bond.</i>

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.
Process & Timeline	
Success & Outcomes	<p>Site and fund community garden as part of the parks bond</p> <p>Continue to promote bee friendly habitat</p>
Quarterly Update	<p><i>Ongoing. Bee Stewards events and outreach are included in the monthly City Manager report. Pollinator planting events, hosted by Friends of Trees, are scheduled for December 14, 2019 and April 4, 2020 at Memorial Park and the Water Treatment Plant Park.</i></p> <p><i>Not started. The Community Garden will be evaluated as a part of a potential Park Bond.</i></p>

6. Explore Parks Bond

Department: Staff Champion	Parks & Recreation: McCarty
Expected accomplishments	
Process & Timeline	<input type="checkbox"/> Project refinement to begin Q3 2019 <ul style="list-style-type: none"> • Contract Needed – Q2 2019 • Meeting: prioritization: cost estimate –(October/November) • Outreach to user group – form task force – geographically representative and interest groups

6. Explore Parks Bond

- -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.

Quarterly Update

Staff has been preparing a list of potential Task Force candidates based on suggestions from community member. Staff will review this list with the City Manager in hopes of selecting a dynamic committee. Staff has also hired a Consultant to oversee the Task Force meetings that will take place December-March. This committee will be providing City Council with their recommendations regarding which projects should be included on a Parks Bond in April 2019.

To provide an educated recommendation the Task Force will spent some time speaking with staff and reviewing the three Master Plans; Memorial Park, Boones Ferry Park, and the City-Wide Comprehensive Plan. This is the first, very crucial step in the process of seeking Park Bond funding.

H. 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 to Council <input type="checkbox"/> Q4 2019- Present project financing plan to Council <p><i>Updated Oct. 2019</i></p>
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
Quarterly Update	<i>In Progress. Presented site master plan alternatives to City Council on September 16, 2019. Architectural Team developing a project cost estimate based on the preferred options. The Finance Consultant will use the project estimates to develop a Financing Plan which will be brought to City Council for consideration in December.</i>

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
Quarterly Update	<i>In Progress. Dwight Brashear met with State Representatives Neron and Leif. Both Representatives have agreed to assist in our effort to adjust service boundaries. Representative Leif recently met with a representative from TriMet to discuss this matter. Mr. Brashear will continue to work closely with both Representatives to advance our cause.</i>

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	
Quarterly Update	<i>In progress and on schedule. Request for Proposals Advertised on July 29, 2019. Proposals were received on August 27, 2019. Negotiating scope and fee with selected consultant are underway.</i>



OCTOBER 2019 MONTHLY REPORT

From The Director's Office

Greetings!

It is not quite the giving season, yet staff at the City of Wilsonville are always looking for opportunities to give back to the community. Whether it be the Coffee Creek Correctional Facility backpack program, raising funds or food for Community Sharing, or sponsoring families in need at the holiday season, the tremendous spirit of giving at the City is one of the things that makes this community great.

This past month, City Manager Bryan Cosgrove challenged staff to a friendly competition to gather healthy classroom snacks for the students at Boones Ferry Primary, where there is a fairly high percentage of students that are on the free and reduced lunch program. We all know that we learn best when we are well rested and fed. Having snacks in the classroom provides teachers the ability to help hungry kids be their best during the school day. Together, City staff collected literally thousands of snacks that were provided to the teachers at Boones Ferry Primary to help with this challenge.

In other news, the Community Development Department is finally back at full strength with the hiring of four new staff members. Please join me in welcoming Khoi Le, Development Engineering Manager; Mike Nacrelli, Civil Engineer; Phillip Bradford, Associate Planner; and Georgia McAlister, Assistant Planner to the team. All of these new team members come from public service backgrounds and bring with them a wide variety of exciting new skills to complement the existing staff talent.

Lastly, the newest member of the Community Development family, baby Reese, was born in early October to Dominique Huffman and her husband. Congratulations!!

Respectfully submitted,

Chris Neamtzu, AICP
Community Development Director



Building Division

Building Safety Matters

This month it was an honor to host State Representative Courtney Neron for an informational ride-along with our building inspection staff at the new Hilton Garden Inn Hotel.

Representative Neron is from Wilsonville and resides in the Villebois neighborhood close to where the catastrophic fire occurred in the four-story Siena condominium under construction in the early morning of March 31, 2019. That fire destroyed or damaged 16 structures and temporarily displaced numerous residents.

This fall, Representative Neron and Building Official Dan Carlson began serving on a statewide fire service policy task force with fire prevention and building experts. The primary purpose of the task force is to explore solutions to help prevent future occurrences of fires in tall wood structures under construction. The purpose of the Hilton site visit was to observe first-hand the various construction features of a tall wood structure.

In last month's report, we highlighted an important safety feature in the construction of tall wood buildings—the fire sprinkler standpipe. The adjacent photos show Building Safety Inspector Brian Pascoe, Project Superintendent Frank Fredrickson of Deacon Construction, and Representative Courtney Neron discussing the intent, purpose, and functionality of the fire prevention system including fire sprinklers, standpipes, and fire alarms, starting from the approved plans to installation on site.



Building Division

In addition, observations included the installation of fire extinguishers, which are required at each floor level and must be dispersed in hallways and near exits as shown in the adjacent photo.

Fire caulking (the red goop around the red and white water piping) is required where pipes penetrate the floor or ceiling to prevent the spread of flame and smoke from within a wall cavity, and from one floor to the next.

Special fire resistive “intumescent” paint (shown as gray paint on the steel column) is sprayed on critical steel members like red-iron columns (shown in the photo), to provide additional fire-resistive protection.

Special thanks goes to Deacon Construction for providing a great opportunity to share important safety features of tall wood structures under construction. We also thank Representative Neron for her interest and commitment to improving the safety of our built environment.



Economic Development Division

Business Retention & Expansion

- Wilsonville resident in process of opening a deli/retail business in Charbonneau that will offer coffee, beer/wine, and premade healthy food options.
- Gold mining business interested in industrial land in Wilsonville for both office and warehouse needs. The business expressed interest in Wilsonville for its proximity to the Aurora Airport.
- City hosted the Chamber of Commerce Morning Spark event on October 16, where over 30 small local businesses heard from Councilor Akervall about multiple priority City projects and heard from Economic Development staff about how to utilize business resources to expand and grow in Wilsonville.

Town Center Plan Implementation

- Staff have been continuing outreach efforts to property owners, developers, and investors on key sites in Town Center. Work on implementation activities related to the adopted Town Center Plan, including a marketing plan with a Development Opportunity Site analysis, streetscape plan, infrastructure finance plan, and Transportation System Plan amendments is expected to begin later this fall.
- Economic Development and Planning staff visited Town Center property owner ROIC in Bellevue, WA on October 28 to learn more about their Crossroads Shopping Center redevelopment, public/private partnership learnings to encourage project viability, and to brainstorm project ideas in Wilsonville.

Urban Renewal

- Coffee Creek
 - Development: Developer working to aggregate 30 acres of contiguous land for speculative industrial development to bring new warehouse/flex product to Wilsonville market.
 - Infrastructure: Garden Acres Road under construction with an estimated completion date of November 2020.
- TIF Zone Program
 - We are pursuing modifications to TIF Zone Program to allow for added flexibility of site location and program criteria, and ideally be adaptable to both recession and growth economies. Staff will present proposal to Council on November 4 for direction.

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. Land acquisition is underway. Construction is planned to begin in the summer of 2020.

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. The second half of calendar year 2019 will include well column and casing inspections, water chemistry analysis, and recommendations for improvements to address any discovered deficiencies. The first half of calendar year 2020 will include redevelopment of well capacity and implementation of improvements identified previously in the fiscal year.

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.

Garden Acres Road (4201)

This 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. PGE is onsite working to underground the overhead utilities. Construction of the upsized storm system to serve the future Coffee Creek Industrial Area is underway on Peters Road. Construction completion is anticipated for December 2020.

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 City's Contractor, Stettler Supply & Construction, mobilized to the well site in late September. Work in the month of October consisted of placing erosion control, excavation for and forming of the concrete generator pad, excavating the generator conduit trench, and other associated work. Work will continue through February 2020.

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. The negotiation of scope and fee is currently underway. Project design work is expected to begin in December.

Engineering Division, Capital Projects

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. Engineering is coordinating with Portland General Electric (PGE) and the City’s Contractor, Braun Construction & Design, to address a PVC conduit that conflicts with the proposed splitter manhole location. At this time, a completion date for this project is unknown.

Memorial Park Pump Station (2065)

The land use application is under review.

Street Maintenance Project—Wilsonville Road & Boones Ferry Road (4014/4118/4725)

Paving is complete and the contractor is working on completing the ADA ramps and road stripping. Work is expected to be substantially complete by November 5.

Willamette River Storm Outfalls (7053)

Construction started for the project on July 15. The outfall areas at Belnap Court and Morey Court have been completed except for landscaping. Project work is nearly complete, with minor landscaping and paving remaining. Construction is expected to be complete by the end of November.

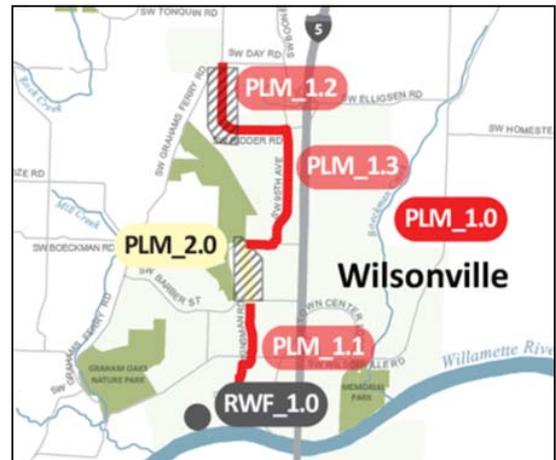
WTP Surge Tank (1111)

The underground construction and restoration project is complete. The delivery and installation of the surge tank is expected to occur in November.

WWSP Coordination (1127)

Ongoing coordination efforts continue with the Willamette Water Supply Program. Here are the updates on their major elements within Wilsonville.

- **RWF 1.0** The Raw Water Facility Project Intergovernmental Agreement (IGA) between the Willamette Water Supply Program, Tualatin Valley Water District, and the City was signed by all parties as of October 29. This allowed for the Land Use Application for the project to be deemed complete.
- **PLM 1.1** Construction permits have been issued for PLM_1.1, a WWSP 66” raw water pipeline between Arrowhead Creek Lane and Wilsonville Road. Construction is planned to start in November.
- **PLM 1.2** Construction of PLM_1.2 is included as part of the Garden Acres Road project that is currently under construction. Construction of the WWSP 66” raw water pipeline between Ridder Road and Day Road is anticipated to start in April 2020.
- **PLM 1.3** Potholing for existing utilities is complete and WWSP is working towards 60% design of the pipeline on Kinsman Road, 95th Avenue, and Ridder Road. Pipeline construction is anticipated to begin in 2020.



Engineering Division, Private Development

Fir Commons

Ten home condominium development near Fir Avenue and 4th Street in Old Town. Public Works permit was issued. The public utilities are in place and the private storm system is under construction.

Frog Pond Meadows—Phase 2

74-lot subdivision located north of Stafford Meadows and adjacent to Stafford Road. The Development Agreement is complete. The Public Works permit has been issued and the contractor is installing underground utilities.

Frog Pond—Morgan Farm Phase 2

42-lot subdivision located north of Morgan Farm Phase 1. The Public Works permit has been issued. The contractor is currently working on stormwater LIDA facilities and road paving.

Grace Chapel

Project involves the remodel and expansion of the south building of the former Pioneer Pacific College. The pre-construction meeting took place on October 17.

Hilton Garden Inn

Construction continues on this four-story hotel at Memorial Drive and Parkway Avenue. The concrete sidewalk repairs, LIDA facilities, and road repair are being finished up.

Northstar Contractor Establishment—Clay Street

No new action since the pre-construction meeting took place for this frontage improvement project.

Engineering Division, Natural Resources

NPDES Annual Report

An annual report is prepared every fall for the City's National Pollution Discharge Elimination System (NPDES) stormwater program. The report is submitted to the Oregon Department of Environmental Quality and documents stormwater management practices, land use changes and new development activities, program expenditures, and water quality monitoring.

Highlights from this year's report include:

- Private Lift Stations: Due to improperly maintained private lift stations, the City implemented an inspection program in 2018. The goal of the program is to educate owners of private lift stations about their facilities and require them to conduct annual inspections and maintenance.
- New Stormwater Facilities: Every year sees an increase in the number of private stormwater facilities constructed to treat and control stormwater runoff from development projects. During the reporting year (July 1, 2018 to June 30, 2019), 65 rain gardens and 54 vegetated swales were installed.
- Existing Stormwater Facilities: During the reporting year, staff inspected 77 sites that have private stormwater facilities. All of the facilities were given an inspection ranking and entered into the City's asset management system (i.e., Cartegraph).
- Shout Out to Public Works! 158 cubic yards of debris was removed from the City's stormwater conveyance system over the reporting year.

Planning Division, Current

Administrative Land Use Decisions Issued

- Masonry enclosure for new automated Kinder Morgan Valve at Wilsonville Road and Willamette Way East
- Wooden arbors in the central plaza at the Town Center Marketplace
- Updated sign package and exterior refresh for Target at Argyle Square
- Minor modifications to Old Town Square Master Sign Plan for ATI Physical Therapy
- 1 Miscellaneous Class I Administrative Review
- 1 Final Plat Partition
- 1 Class I Sign Permit
- 8 Type A Tree Permits
- 6 Type B Tree Permit
- 1 Type C Tree Permit
- New Single-family and row house building permits

Development Inspections and Project Management

In October, Planning staff actively worked with developers and contractors to ensure construction of the following projects consistent with Development Review Board and City Council approvals:

- Hilton Garden Inn
- Fir Avenue Commons residential development in Old Town
- Regional Park 7&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)

DRB Panel A did not meet in October.

During their October 28 meeting, DRB Panel B approved an updated Master Sign Plan for the Wilsonville Business Center along 95th Avenue.



Planning Division, Current

DRB Projects Under Review

During October, Planning staff actively worked on the following major projects in preparation for potential public hearings before the Development Review Board:

- 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.
- Conversion of northern building of old Pioneer Pacific College campus on Parkway Avenue into offices for I&E Construction.
- Review of the design and placement of a new sewer pump station in Memorial Park



Planning Division, Long Range

Equitable Housing Strategic Plan

Throughout October, the project team assessed stakeholder outreach received thus far through interviews, focus groups, and feedback from the City's [Let's Talk, Wilsonville!](#) website. Based on this, the project team discussed potential supplemental outreach opportunities to conduct throughout October and November to inform the draft Equitable Housing Strategic Plan.



The project team also focused on refining the input from September's task force and Planning Commission meetings, developing a draft list of potential policy strategies for the City Council's consideration. Staff held a work session with City Council on October 21 to present these strategies and gather input on prioritization. The prioritized list of strategies will serve as the basis for the draft Equitable Housing Strategic Plan, which will be presented to Council in early 2020.

General project information is available on the project website: www.ci.wilsonville.or.us/housing.

Planning Commission

During the October 9 Planning Commission meeting, staff presented the Residential Code Modernization Project. The primary goal of the project is to update lot standards in the PDR Zones. Staff engaged Commissioners in a discussion to gather feedback on lot coverage and how they relate to proposed minimum lot size changes. Please refer to the specific project information enclosed in the Planning Commission Packet here <https://www.ci.wilsonville.or.us/bc-pc/page/planning-commission-17>. The next Planning Commission meeting is scheduled for Wednesday, November 13 at 6:00 pm at City Hall.

Planning Division, Long Range

Wilsonville Town Center Plan

During October, staff continued to scope timelines for implementation activities related to the adopted Town Center Plan. Outreach continued with property owners, developers, and investors on key sites in Town Center. Staff began work on the development opportunity site analysis component of the upcoming marketing plan. The Planning Director and Economic Development Manager traveled to Seattle to meet with key personnel at ROIC and city officials from the City of Bellevue to learn more about their Crossroads redevelopment project. Both activities further the project goal of achieving public-private development partnerships for Town Center.



WILSONVILLE TOWN CENTER PLAN

For additional information about the Town Center Plan project, visit the project website www.wilsonvilletowncenter.com.

Coordination with Washington County on Uses in Coffee Creek/Basalt Creek

Planning Division staff has researched Washington County's Future Development 20-Acre (FD-20) District zoning related to contractor's establishments in the Coffee Creek and Basalt Creek Industrial Areas, as well as sought City Council direction on policy actions at the October 21 work session. This zoning is intended to protect and retain the lands on an interim basis until planning is completed and there is a clear path for transition to an urban level of development. However, uses and development standards can conflict with the City's future development goals for these areas. Staff presented the issues and possible policy approaches for Council discussion. Council directed staff to discuss options with Washington County, such as amending the code related to contractor's establishments, for possible inclusion in their 2020 work program. Council further directed staff to research City-led options, such as annexation, and return to a future meeting for additional discussion.

In addition, Planning staff researched and provided written comment on a Washington County ordinance proposing updated development standards for Small Wireless Facilities (SWF) in Washington County right-of-way. The proposed changes would allow SWF facilities in the FD-20 district in areas designated as future City of Wilsonville, and the County's design standards are inconsistent with the City's adopted design standards for SWFs. In addition to providing comment on the proposed ordinance, staff is integrating this issue into the FD-20 discussion with the County.



OCTOBER
MONTHLY
REPORT

From the Director:

Greetings from the Finance Team!

Our auditors completed their annual review of our accounting activity for FY2018-19 but continue with their review of the Comprehensive Annual Financial Report. They are scheduled to present the final document to Council at the December 16th meeting.

Finance Staff spent three days with Munis during the month of October. It was our first opportunity to get an in-depth view of how the various modules will function. One of the features that will certainly be used often is the ability to scan in documents such as invoices into the system for easy access. As it currently stands, if a department needs a copy of an invoice we have to manually go through the files and then send over a copy. With Munis, the department will be able to drill down to the invoice from their workstation saving time, filing space and printing costs. We are scheduled for another three day visit in mid-November.

During the last week of October our staff attended training on the new phone system. The phones are scheduled to be installed over the first weekend of November. The Finance Department is responsible for answering the main phone lines and will be able to take advantage of many of the new features the system offers....as soon as we figure them all out!

Happy Fall!

-Cathy Rodocker

By the Numbers:

Finance Statistics for the period of July 1, 2019-October 31, 2019

Utility Billing:

Total Monthly Bills	20,089
New Customers	305
New Service Locations	42

Accounts Payable:

Invoices Processed	2,291
Payments Processed	1,492

Municipal Court:

Total Citations Issued	857
Total Suspensions Issued	55
Ticket Revenue	\$95,960

FY20 Financial Update:

General Fund revenues, excluding the \$9M intra-fund loan payback from URA, are still looking a bit skewed as property taxes have not been received. We did receive the certified tax revenues from both Clackamas and Washington counties. In total, \$8.2 million has been certified for the City and the average collection rate on the certified amount is 95%. While we expect to receive over \$7.7 million overall, we should receive a little over \$6 million over the next six weeks.

Transit Fund received the first FY2020 installment of STIF funds in October and the overall revenues to date exceeds the of expenses incurred.

Water Fund has ended the first four months of the year receiving over 50% of revenues for charges of services. As typical over the next several months, water sales will reduce significantly in line with the drop in irrigation usage.

All other operating funds have recorded revenues and expenditures in line with their adopted budgets.

Did you know?

That the Finance Team won “Best Group” for our team Halloween Costumes? We were Pac Man and his crew of ghosts!



CITY OF WILSONVILLE - Fund Summaries - through October, 2019

Budget Year Elapsed →

33%

	Budget	Activity	% Used
Fund 110 General Fund:			
Taxes	11,655,250	605,706	5%
Intergovernmental	2,265,804	166,790	7%
Licenses and Permits	177,750	114,061	64%
Charges for Services	747,100	143,160	19%
Fines	320,000	95,960	30%
Investment Revenue	300,900	178,601	59%
Other Revenues	9,569,070	9,027,782	94%
Transfers	3,599,940	1,037,252	29%
Total Revenue	28,635,814	11,369,312	40%
Personal Services	9,289,445	2,724,800	29%
Materials and Services	18,835,865	10,419,448	55%
Capital Outlay	291,604	0	-%
Transfers	4,003,336	286,334	7%
Total Expense	32,420,250	13,430,583	41%
Fund 210 Fleet Fund:			
Charges for Services	1,373,975	457,992	33%
Investment Revenue	23,069	10,173	44%
Total Revenue	1,397,044	468,164	34%
Personal Services	781,630	218,899	28%
Materials and Services	674,521	162,816	24%
Capital Outlay	149,000	19,327	13%
Transfers	2,400	800	33%
Total Expense	1,607,551	401,841	25%
Fund 230 Building Fund:			
Licenses and Permits	548,000	221,464	40%
Licenses and Permits-Villebois	254,000	65,645	26%
Charges for Services	9,000	2,250	25%
Investment Revenue	70,210	16,755	24%
Transfers	38,173	12,724	33%
Total Revenue	919,383	318,839	35%
Personal Services	1,056,480	290,485	27%
Materials and Services	173,553	36,553	21%
Transfers	650,393	280,618	43%
Total Expense	1,880,426	607,656	32%
Fund 235 Community Development Fund:			
Licenses and Permits	352,440	307,704	87%
Licenses and Permits-Villebois	203,305	14,788	7%
Charges for Services	904,335	112,296	12%
Investment Revenue	55,165	28,515	52%
Other Revenues	400	289	72%
Transfers	2,882,543	441,034	15%
Total Revenue	4,398,188	904,625	21%
Personal Services	3,273,480	746,125	23%
Materials and Services	629,877	154,931	25%
Capital Outlay	0	2,015	-%
Transfers	577,223	192,408	33%
Total Expense	4,480,580	1,095,479	24%
Fund 240 Road Operating Fund:			
Intergovernmental	1,800,100	308,488	17%
Investment Revenue	25,075	14,744	59%
Other Revenues	2,000	53,278	2,664%
Total Revenue	1,827,175	376,510	21%
Personal Services	373,970	114,489	31%
Materials and Services	524,865	104,579	20%
Debt Service	82,000	0	-%
Transfers	1,279,014	83,893	7%
Total Expense	2,259,849	302,961	13%
Fund 245 Road Maintenance Fund:			
Charges for Services	1,899,000	635,070	33%
Investment Revenue	60,180	32,779	54%
Total Revenue	1,959,180	667,849	34%
Transfers	1,797,040	39,451	2%
Total Expense	1,797,040	39,451	2%

CITY OF WILSONVILLE - Fund Summaries - through October, 2019

Budget Year Elapsed → 33%

	Budget	Activity	% Used
Fund 260 Transit Fund:			
Taxes	5,151,000	1,478,546	29%
Intergovernmental	4,217,893	564,811	13%
Charges for Services	185,000	28,329	15%
Investment Revenue	55,150	33,903	61%
Other Revenues	14,000	0	-%
Total Revenue	9,623,043	2,105,590	22%
Personal Services	4,146,860	1,102,831	27%
Materials and Services	2,284,406	561,148	25%
Capital Outlay	2,451,655	37,063	2%
Transfers	637,912	189,103	30%
Total Expense	9,520,833	1,890,145	20%
Fund 310 Water Operating Fund:			
Charges for Services	9,217,000	4,617,487	50%
Fines	19,000	5,952	31%
Investment Revenue	270,810	72,085	27%
Other Revenues	195,550	3,000	2%
Total Revenue	9,702,360	4,698,525	48%
Personal Services	629,168	147,506	23%
Materials and Services	4,180,454	951,143	23%
Capital Outlay	534,000	0	-%
Debt Service	1,870,000	0	-%
Transfers	4,321,744	269,505	6%
Total Expense	11,535,366	1,368,154	12%
Fund 320 Sewer Operating Fund:			
Charges for Services	8,239,145	2,740,371	33%
Fines	0	27,738	-%
Investment Revenue	270,810	145,698	54%
Other Revenues	18,000	4,026	22%
Transfers	600,000	0	-%
Total Revenue	9,127,955	2,917,833	32%
Personal Services	402,546	85,562	21%
Materials and Services	3,484,878	786,913	23%
Capital Outlay	24,000	0	-%
Debt Service	3,000,000	0	-%
Transfers	4,022,036	189,336	5%
Total Expense	10,933,460	1,061,811	10%
Fund 350 Street Lighting Fund:			
Charges for Services	545,500	174,594	32%
Investment Revenue	25,075	10,457	42%
Total Revenue	570,575	185,051	32%
Materials and Services	373,843	87,099	23%
Transfers	430,103	0	-%
Total Expense	803,946	87,099	11%
Fund 370 Storm Water Operating Fund:			
Charges for Services	3,175,000	1,029,577	32%
Investment Revenue	50,150	15,142	30%
Total Revenue	3,225,150	1,044,719	32%
Personal Services	274,796	61,186	22%
Materials and Services	527,543	102,190	19%
Debt Service	508,000	0	-%
Transfers	3,553,189	275,905	8%
Total Expense	4,863,528	439,281	9%



OCTOBER 2019 MONTHLY REPORT



"Slightly Spooky Stories" at Storytime on October 31.

Manager's Report

Fall library programs went into high gear in October. Youth programs included K-2 Book Adventures and the Early Release Day "Science Zone". Teens held their annual "Murder Mystery Night," with over 70 teens attending. For adults, the Book Notes Concerts returned with pianist John Nilsen. Classes in Spanish and card making began, and talks were held on the Saturn V rocket, as well as on "How to Write a Novel in 30 Days".

The September Statistical Report showed a 7% increase in Adult DVD circulation. The meeting rooms saw significant use, with a 62% increase over last year. Digital loans were strong at a 20% increase in circulation over the same time last year.

Construction began on "Electric Avenue." Portland General Electric is installing a five vehicle electric-charging hub in the library's parking lot.

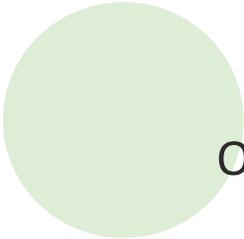
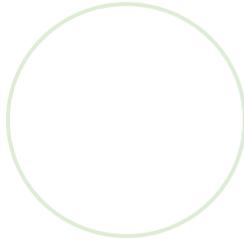
Attached is the October edition of the library's newsletter, "Check Out," which lists programs and events at the library in October.

-Pat Duke, Library Director



CHECK OUT!

Wilsonville Public Library news & events



October 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.: 1pm-6pm

Library closed

Monday, Oct. 14

for Staff In-Service

Find us online at:

www.WilsonvilleLibrary.org

Facebook (WilsonvilleLibrary)

Twitter (@wvlibrary)

“Electric Avenue” coming to the library

Construction is underway for an “Electric Avenue” at the Wilsonville Public Library.

Electric-utility provider Portland General Electric (PGE) is installing an “Electric Avenue” five-vehicle electric-charging hub at the library.

The site, near the intersection of Wilsonville Road and Memorial Drive, will provide electric car owners with a



the Library.

The hub, with one 6.7 kW Level 2 dispenser and four 50 kW DC Fast Charge stations, is being constructed, operated, inspected, repaired and maintained by PGE. The City is responsible for the care and maintenance of the parking area.

safe, visible charging station that is accessible around the clock and conveniently located near restaurants, shops, Memorial Park and

For more information, call the City at 503-682-1011 or visit the City’s website:

Ci.wilsonville.or.us

New LINCC library app now available

The new mobile app is called **LINCC Mobile** and is located in app stores.

LINCC Mobile makes it quick and easy to access LINCC Libraries on the go. Search LINCC’s catalog, download items, and manage your account instantly with your device.

New features include:

- Save your library card barcode and use the app

as a library card (including on self-checkout stations)

- Access eBooks and eAudiobooks directly from the app
- Manage your account (or several accounts) on one page
- Scan a barcode on any item and search for available library copies



Search for “LINCC Mobile” in an app store today.



Library Artists of the Month:

Local handweavers

Check Out!

Youth Programs

Birth to Age 5

Baby Time

For ages 0-12 months
Rhymes, songs, and special bonding time with your baby.

NEW DAY & TIME!
Friday Mornings
10:30 am–11:15 am
(including playtime)
Oak Room



Toddler Time

For ages 1 & 2
Stories, songs, and puppets with your toddler.

Tuesday mornings
TWO SESSIONS!
10:00 am–10:30 am
11:00 am–11:30 am
Oak Room

Family Storytime

For ages 3 and up
Bring the whole family for fun with books, including creative storytelling with songs, puppets, and props.

Tues. evenings: 6:30–7:00 pm
Wed. mornings: 10:30–11:00 am
Thurs. mornings: 10:30–11:00 am

Play Group

For ages 0–6
Drop in anytime and let the kiddos play with a variety of toys, as well as socialize with the under-6 crowd.

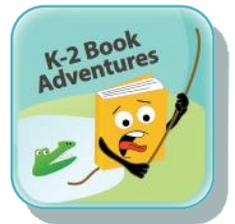
Monday mornings
10:00 am–11:30 am
Oak Room
No Play Group Oct. 14

Grades K–5

K-2 Book Adventures

Classic stories, books, and authors with interactive story-telling, puppetry, and other fun activities.

Thursday, Oct. 10
3:30 pm–4:15 pm
Oak Room



Science Zone

For grades 3–5
Looking for something to do on Early Release Days? How about some science fun! Get hands-on with exciting science experiments.

Wednesday, Oct. 23
1:30 pm–2:30 pm
Oak Room
Free



Coming in November:

International Games Day!

Celebrate International Games Day with a day of gaming at the library! Choose from a variety of board and card games, including new games just for this event, or bring your own.

For all ages. Children welcome with parent or caregiver.

Saturday, Nov. 9
12:00 pm–4:00 pm
Oak Room
Free



Did you know?
Youth Services staff visit Coffee Creek Correctional Facility monthly to provide a family circle time as well as a literacy discussion group for incarcerated mothers.

Teen Programs

October 2019

Grades 6–12

Join us for FREE movies, games, food, and more with monthly events just for 6th–12th graders.



MURDER MYSTERY NIGHT (after hours!)

Friday, October 11
6:30 pm–8:30 pm

Do you have what it takes to solve the mystery? Collect the clues, solve the crime! Come in costume for spooktacular fun!
For students in grades 6–12

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.

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



"Spanish Beginning 2" class

A continuation of Beginning Spanish. Participants will start to produce short sentences verbally about their daily life.

Mon. & Wed., Oct. 28-Nov. 20
6:30 pm–7:30 pm
Rose Room
No Charge—sign up online

"Card Making for Adults" class
Make cards that will wow! We will make a variety of cards appropriate for all ages, learning a variety of techniques along the way.

Tuesdays, Oct. 29-Nov. 19
1:00 pm–2:30 pm
Rose Room
No Charge—sign up online

History Pub
Monthly programs focusing on Oregon's rich history.

Tuesday, Oct. 29
6:30 pm–8:00 pm
Wilsonville McMenamins
Doors open at 5 pm
No Charge

Clubs & Groups

Book Club
New members welcome!

Thursday, Oct. 24
6:00 pm–8:00 pm
Rose Room
No charge

English Conversation Group
Informal practice for non-native English speakers.

Monday evenings
6:00 pm–7:30 pm
No charge

Genealogy Club
Open to seasoned and beginner genealogists.

Monday, Oct. 21
1:00 pm–2:30 pm
Oak Room
No charge

Great Books Discussion Group
Discussion of the great Western classic books.

Tuesday, Oct. 8
6:00 pm–8:00 pm
Phila Simmons Room
No charge

Entertainment



First Friday Film
Watch the latest releases, free on our big screen.

A look at the final days in the life of renowned

playwright William Shakespeare.

Friday, Oct. 4
6:00 pm–8:00 pm
Oak Room
No charge



Book Notes Concert
Monthly live music in the library stacks on the 2nd Saturday of the month.

John Nilsen
Piano music inspired by the Pacific Northwest fuses new age, jazz, and folk.

Saturday, Oct. 12
2:00 pm–3:00 pm
Magazine reading area
No Charge

Are you ready for NATIONAL NOVEL WRITING MONTH?



Always wanted to write a novel, but didn't know where to start?

November is "National Novel Writing Month" and the perfect time to try your hand.

Learn tips and tricks to write a 50,000 word novel in a month.

Thursday, Oct. 24
6:30 pm–7:30 pm
Oak Room
No Charge

Find out more at www.WilsonvilleLibrary.org/classes

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		<p>1</p> <ul style="list-style-type: none"> Toddler Time 10-10:30 am 11-11:30 am Family Storytime 6:30-7 pm 	<p>2</p> <ul style="list-style-type: none"> Family Storytime 10:30-11 am 	<p>3</p> <ul style="list-style-type: none"> Family Storytime 10:30-11 am 	<p>4</p> <ul style="list-style-type: none"> Baby Time 10:30-11:15 am First Friday Films All is True (PG-13) 2019 6-8 pm 	<p>5</p> <ul style="list-style-type: none"> Mexican Folk Dance Class 10:30-11:30 am
	<p>6</p> <ul style="list-style-type: none"> Playgroup 10-11:30 am English Conversation Group 6-7 pm 	<p>7</p> <ul style="list-style-type: none"> Toddler Time 10-10:30 am 11-11:30 am Great Books Discussion Group <i>Apology & Crito</i> by Plato 6-8 pm Family Storytime 6:30-7 pm 	<p>8</p> <ul style="list-style-type: none"> Family Storytime 10:30-11 am 	<p>9</p> <ul style="list-style-type: none"> Family Storytime 10:30-11 am 	<p>10</p> <ul style="list-style-type: none"> Baby Time 10:30-11:15 am Teen Murder Mystery Night 6:30-8:30 pm 	<p>11</p> <ul style="list-style-type: none"> Booknotes Concert Series John Nilsen Piano music fuses new age, jazz, and folk 2-3 pm
	<p>12</p> <p>Library Closed Staff Training Day</p>	<p>13</p> <ul style="list-style-type: none"> Toddler Time 10-10:30 am 11-11:30 am Family Storytime 6:30-7 pm 	<p>14</p> <ul style="list-style-type: none"> Family Storytime 10:30-11 am 	<p>15</p> <ul style="list-style-type: none"> Family Storytime 10:30-11 am 	<p>16</p> <ul style="list-style-type: none"> Baby Time 10:30-11:15 am 	<p>17</p> <ul style="list-style-type: none"> Mexican Folk Dance Class 10:30-11:30 am Space Talk: Saturn V Rocket Presented by docents from Evergreen Aviation and Space Museum 1-2 pm
	<p>18</p> <ul style="list-style-type: none"> Playgroup 10-11:30 am Genealogy Club 1-2:30 pm English Conversation Group 6-7 pm 	<p>19</p> <ul style="list-style-type: none"> Toddler Time 10-10:30 am 11-11:30 am Family Storytime 6:30-7 pm 	<p>20</p> <ul style="list-style-type: none"> Family Storytime 10:30-11 am Science Zone 1:30-2:30 pm 	<p>21</p> <ul style="list-style-type: none"> Family Storytime 10:30-11 am Book Club I'll Be Gone in the Dark by Michelle McNamara 6-8 pm How to Write a Novel in 30 Days 6:30-7:30 pm 	<p>22</p> <ul style="list-style-type: none"> Baby Time 10:30-11:15 am 	<p>23</p> <ul style="list-style-type: none"> Mexican Folk Dance Class 10:30-11:30 am
	<p>24</p> <ul style="list-style-type: none"> Playgroup 10-11:30 am English Conversation Group 6-7 pm Spanish Beginning 2 Class 6:30-7:30 pm 	<p>25</p> <ul style="list-style-type: none"> Toddler Time 10-10:30 am 11-11:30 am Blood Drive 12-5 pm Card Making Class 1-2:30 pm Family Storytime 6:30-7 pm History Pub 6:30 pm Doors open at 5 pm 	<p>26</p> <ul style="list-style-type: none"> Family Storytime 10:30-11 am Spanish Beginning 2 Class 6:30-7:30 pm 	<p>27</p> <ul style="list-style-type: none"> Family Storytime 10:30-11 am 	<p>28</p> <p>PROGRAM TYPE</p> <ul style="list-style-type: none"> Children Teen Adult 	

OCTOBER



OCTOBER 2019 Monthly Report



Recreation Updates

Harvest Festival and Fall Frolic 5k

The annual Fall Harvest Festival and Fall Frolic 5k took place on the same day this year, on October 26th at the Stein Boozier Barn. The event ran smoothly, and the weather cooperated once again! About 45 runners turned out for the 5k course through Memorial Park trails. The event also hosted horse and carriage rides by Chaffin Farms, Face Painting from Fancy Faces by Amy, pumpkin decorating, cider and cookies, a story time from the Wilsonville Library and a photo station. The top 3 finishers of the 5k received a pumpkin pie and wooden finishers medal. This years sponsors were Therapeutic Associates of Wilsonville, and Renewal by Anderson. Attendees of the Harvest Fest brought toiletry items to donate to Wilsonville Community Sharing in lieu of an entry fee.



October 2019

Wilsonville Sister City Visit:

Twenty-two students and three chaperones from our Sister City of Kitakata, Japan came to visit Wilsonville in October. The trip spanned 10 days and was part of an educational experience for middle school students in Kitakata. The students and chaperones (many of which had never been to America) spent time exploring the local area, learning in Wilsonville schools, and participating in Fall Holiday activities such as Halloween, and pumpkin carving. Trips included a day to the Columbia River Gorge with stops at the discovery center, Multnomah Falls, Crown Point, and the Fish Hatchery. Another day trip to the Oregon Coast included stops at Newport beach, and the Aquarium. The Wilsonville Sister City Association (WSCA) put together a wonderful itinerary, and the students said they loved every minute. Roughly 20 local Wilsonville Families opened their homes for the students to stay for the duration of their trip. Many students said that the homestay visits were the most influential part of the trip.



Wilsonville Sister City Visit:



Wilsonville Sister City Visit:



Wilsonville Sister City Visit:



Wilsonville Sister City Visit:



October 2019

Board Updates:

Parks & Rec. Board: The Board met on October 10th to distribute the Community Opportunity Grant. The Board has also expressed interest in doing research about the possibility of hosting City run summer programs.

Wilsonville Community Seniors Inc.: The WCSI Fashion Show was postponed until spring due to low registration numbers. The Board is partnering with Community Center staff to offer a free Emergency Preparedness Program on Sat Jan 18th at 1:30 pm at the Community Center.

Parks Maintenance Updates:

- Cleaned offensive graffiti from signs/benches/bathrooms/sidewalks etc...
- Cleaned vandalism from Town Center Park Bathroom
- Began seasonal leaf clean up
- Installed drainage at new dog park site
- Ordered new holiday lights for tree lighting
- Prepared barn for Harvest Festival
- Prepared 5k route for Fall Frolic 5k



Parks Maintenance Updates:



MONTHLY NEWS

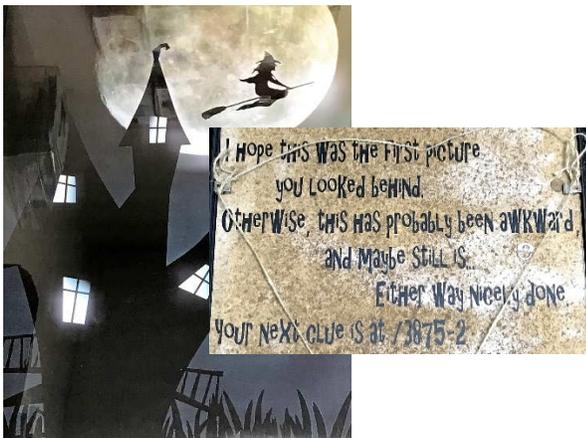
City of Wilsonville Police

VOLUME 2 | ISSUE 10 | PUBLISHED NOVEMBER 10, 2019 | **October 2019**

Wilsonville Police responded with Tualatin Valley Fire and Rescue on October 11 to an apartment fire at Boulder Creek. The fire was quickly controlled and no one was hurt.



Elite Realty Group in Wilsonville hosted what we hope was the First Annual Scavenger Hunt for Halloween in Wilsonville, an event designed by Austin Jacobsen. The police department played its role in Clue #5 and by donating a winning prize, a Ring camera. If you participated in the hunt, maybe this picture is familiar.



And the winners were ...the students.



Our "Ultimate Snackdown" contest ended and we were part of the effort to deliver a large amount of snack food to a local elementary school. Partnering with Public works, we were able to beat Wilsonville Parks and Recreation -- *still love you guys!* A big thanks to Elite Realty Group for their donation.

Got Drugs? National Rx Drug Take

Back Day was held October 26. The Wilsonville Police Department has an Rx Surrender drop available daily to its citizens, with a marked metal box located inside its building at 30000 SW Town Center Lp E. We take in more than 600-lbs of medication yearly, which we box up and surrender for incineration. It's free, it's safe, and it's anonymous. Please, **no sharps, no liquids.**



#SchoolBusSafetyWeek.



On October 22, we joined forces with Sheriff's Craig Roberts to remind folks to slow down in speed zones and be cautious around school buses. You might have seen them--Officer Ben Toops on his bike and Sheriff Roberts in his car--keeping an eye on traffic around town during the morning commute.

Wilsonville October 2019



City of Wilsonville Police Department

30000 SW Town Center Loop E
Wilsonville, OR 97070

In Partnership with



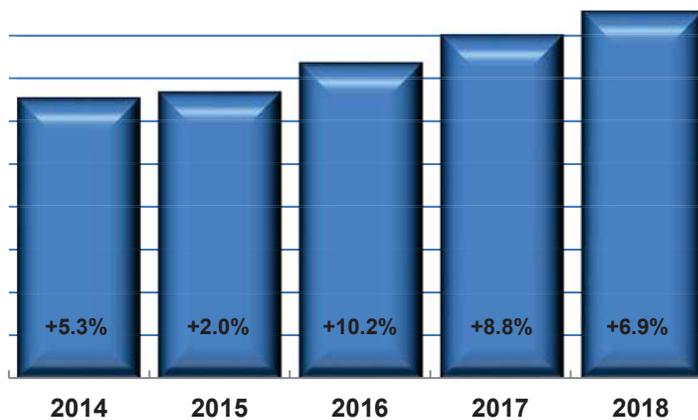
**Clackamas County
Sheriff's Office**

Monthly Summary

During October 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 710 calls for service, which was an average of 22.9 calls a day.

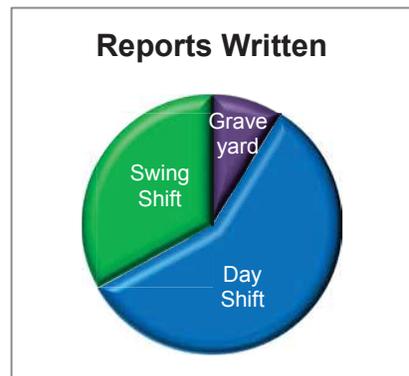
Below is a chart showing the number of calls for service in the City during the last 5 years.

<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



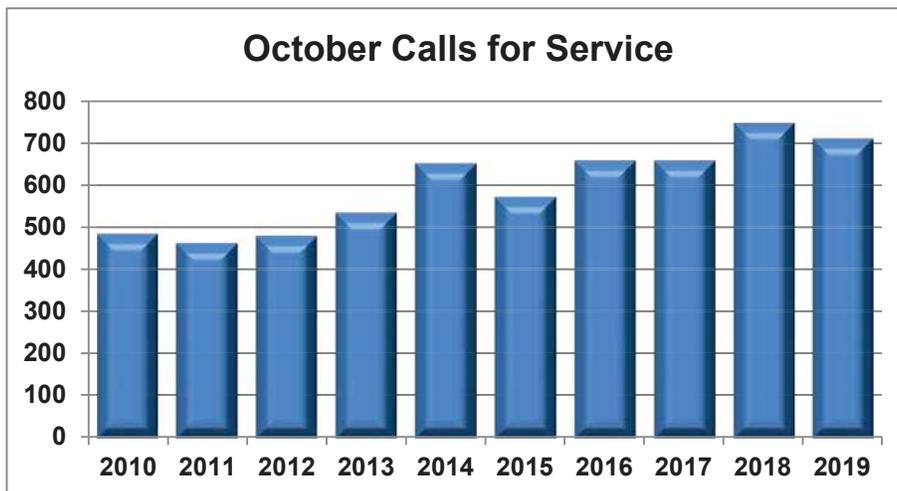
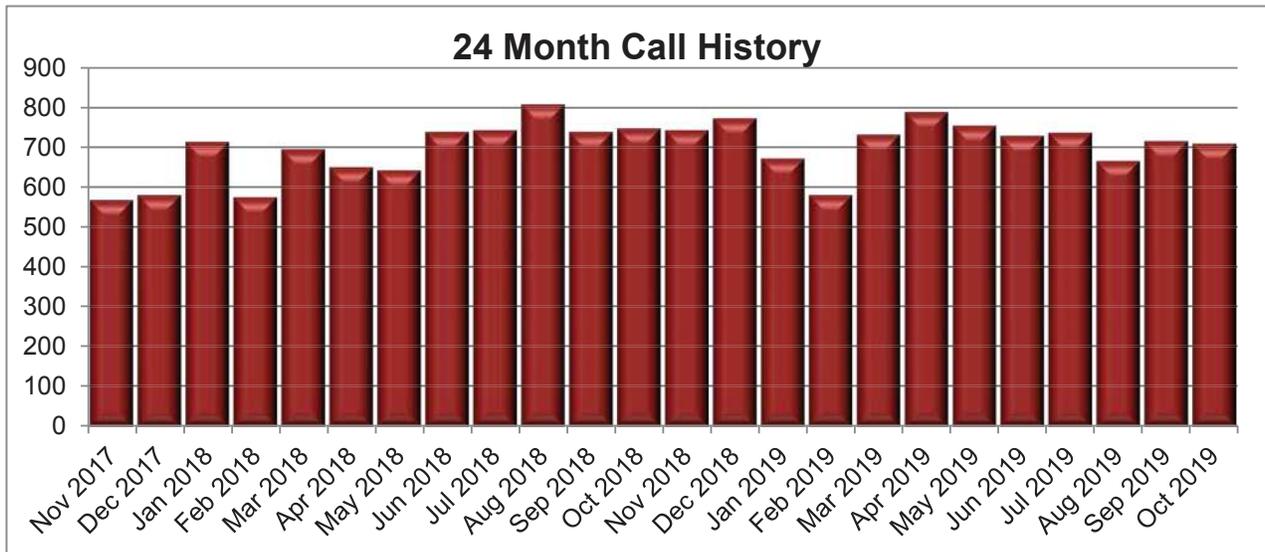
An overall look at the shift activity shows the following percentages of calls taken, traffic stops made and reports written for October.

	<u>Percentage of Calls Taken</u>	<u>Percentage of Traffic Stops</u>	<u>Percentage of Reports Written</u>
Graveyard	17.9%	17.0%	8.8%
Day Shift	48.0%	34.8%	58.1%
Swing Shift	34.1%	48.2%	32.9%



Calls for Service

Number of Calls Per Shift	October 2019	October 2018	Monthly Average 2018
Graveyard (2100-0700)	127	161	139.6
Day Shift (0700-1700)	341	354	336.3
Swing Shift (1100-0300)	242	233	238.4
Monthly Total	710	748	714.3
Daily Average	22.9	24.1	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	October 2019	October 2018	2018 Monthly Avg.
Alarm	52	68	67.4
Assist Public	52	48	48.7
Theft	48	40	53.3
Parking Complaint	50	47	49.8
Welfare Check	37	33	32.8
Property Investigation	35	19	17.8
Traffic Crash	34	37	32.8
Assist Agency	32	18	34.3
Traffic Complaint	29	34	34.3
Criminal Mischief	28	8	9.8
Behavioral Health Incident	26	13	9.8
Fraud	24	29	17.7
Domestic Disturbance	22	35	27.0
Unwanted / Trespass	21	21	19.8
Suspicious Person	20	25	34.7
Suspicious Circumstances	17	21	16.1
Threat / Harassment	17	35	25.8
Hazard	14	9	9.5
Suspicious Vehicle	14	17	20.8
Runaway	13	5	2.8
Animal Complaint	12	7	10.5
Fire Services	12	14	10.8
Assault	10	8	4.6
Suicide Attempt / Threat	10	6	10.4
Juvenile Problem	9	15	17.9
Burglary	8	12	5.3
Disturbance	7	12	8.1
Missing Person	6	9	3.3
Unknown / Incomplete	6	14	8.1
Open Door / Window	4	2	3.6
Viol. Restraining Order	4	3	2.6
Noise Complaint	3	13	8.9
Stolen Vehicle	3	8	6.3
Vice Complaint	3	5	5.3
Abandoned Vehicle	2	8	4.5
Death Investigation	2	1	1.7
Extra Patrol Request	2	2	2.3
Minor in Possession	2	3	0.9
Provide Information	2		3.8
Sex Crimes	2	3	2.2
Recovered Stolen Vehicle	1	2	1.7
Promiscuous Shooting		1	1.1
Prowler		1	0.6
Robbery			1.2
Shooting		1	0.3
Other	15	36	24.0
Total Calls:	710	748	714.3

Median Response Times to Dispatched Calls

	All Calls	Priority 1 & 2 Calls
Input to Dispatch (Time call was on hold)	1:20 Minutes	1:07 Minutes
Dispatch to Arrival (Time it took the deputy to arrive after being dispatched)	6:20 Minutes	5:44 Minutes

Other / Self-Initiated Activity

Type of Call	October 2019	October 2018	2018 Monthly Avg.
Traffic Stop	336	386	387.2
Follow-Up Contact	131	95	95.5
Premise Check	117	41	20.7
Suspicious Veh. Stop	52	89	70.3
Detail	15	8	14.8
Traffic Detail**	9		N/A
Community Contact**	8		N/A
Subject Stop	8	51	30.5
Warrant Service	8	17	9.3
Suspect Contact	4	4	3.8
Court			0.9
Foot Patrol			0.5
Meeting			1.2
Training			3.3
Total Calls:	688	691	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 October, 246 reports were written. 8.9% were written by the graveyard shift, 58.1% by the dayshift units and 32.9% were written by the swing shift units.

Type of Report	October 2019	October 2018	2018 Monthly Avg.
Theft	40	30	40.8
Criminal Mischief	20	9	8.1
Traffic Crash	10	12	12.6
Identity Theft	6	4	3.3
Assault	5	4	3.0
Stolen Vehicle	3	7	4.2
Burglary	2	11	5.6
Drug Crimes	2		4.3
Other Reports	158	94	90.6
Total Calls:	246	171	172.5

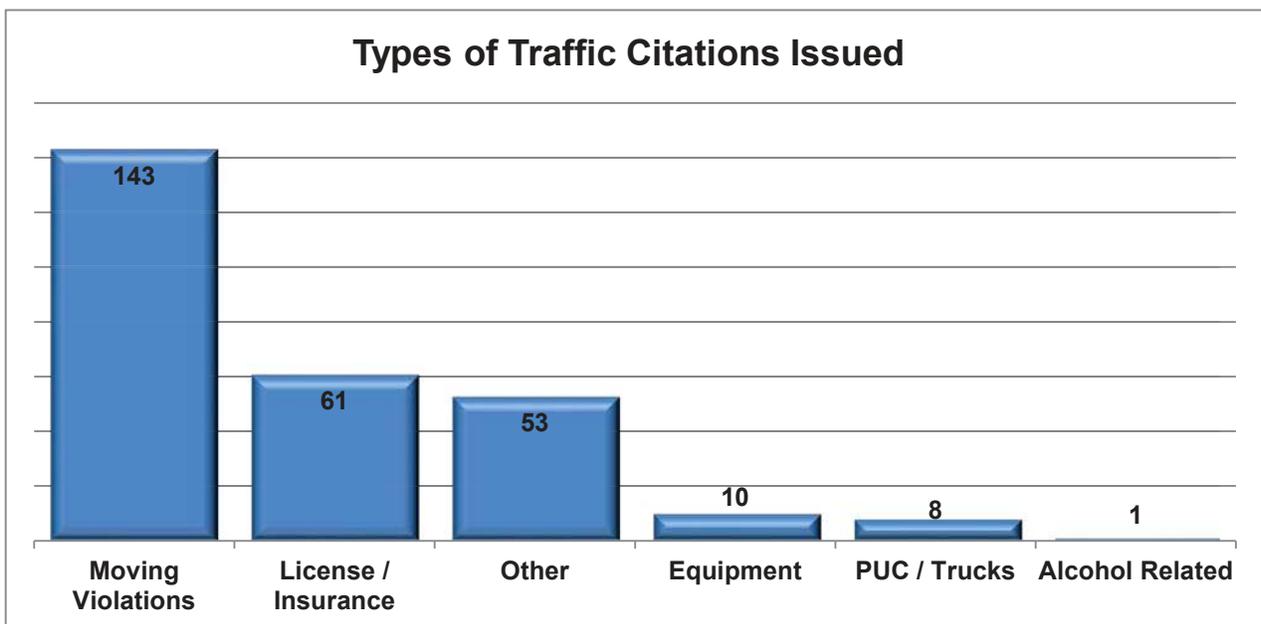
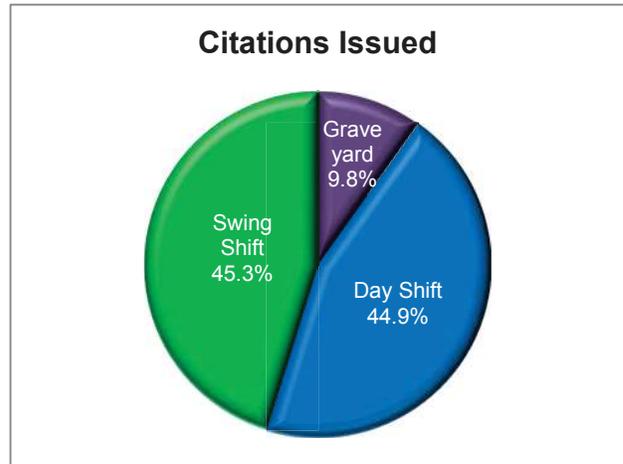
Shift Totals	October 2019	October 2018	2018 Monthly Avg.
Graveyard	22	24	25.1
Day Shift	143	93	89.5
Swing Shift	81	54	57.9

Traffic

During October 2019, 336 traffic stops were made in the City and 276 traffic citations were issued. Included in these totals are 153 traffic stops (45.5%) and 174 (63.0%) citations issued by the traffic deputies.

There were 2 arrests for Driving Under the Influence of Intoxicants (DUII).

Shift	Traffic Stops	Citations Issued
Graveyard	57	27
Day Shift	117	124
Swing Shift	162	125
Total:	336	276





OCTOBER 2019 MONTHLY REPORT

From The Director's Office:

Construction Begins on the Electric Avenue Charging Station

The City of Wilsonville continues to innovate and progress towards a more sustainable community. In addition to the Smart Cities Pilot Project which was highlighted in Public Works September's Monthly Report, the City has a cooperative agreement with Portland General Electric (PGE) to construct one of six Electric Avenue Charging Stations within the Portland metro area.



Example of a Charging Station

This project is being implemented in anticipation of the significant increase in the use of electric vehicles over the next five years and is being constructed on the northeast corner of the Library property near the intersection of Wilsonville Road and Memorial Drive.

The charging stations will consist of both Level 2 and DC Fast Charging equipment. Level 2 Charging Stations are more commonly known and can provide an electric vehicle an additional 21 mile range with a 60-minute charge. The larger and more powerful DC Fast Charging Stations are able to supply an electric vehicle with an additional 75 mile range with a 30-minute charge time.



Looking east towards Memorial Drive



Looking west towards the Library

Construction of this project is well underway and it is anticipated it will be completed by the end of 2019.

Best regards,
Delora Kerber, PE
PW Director

Facilities Division

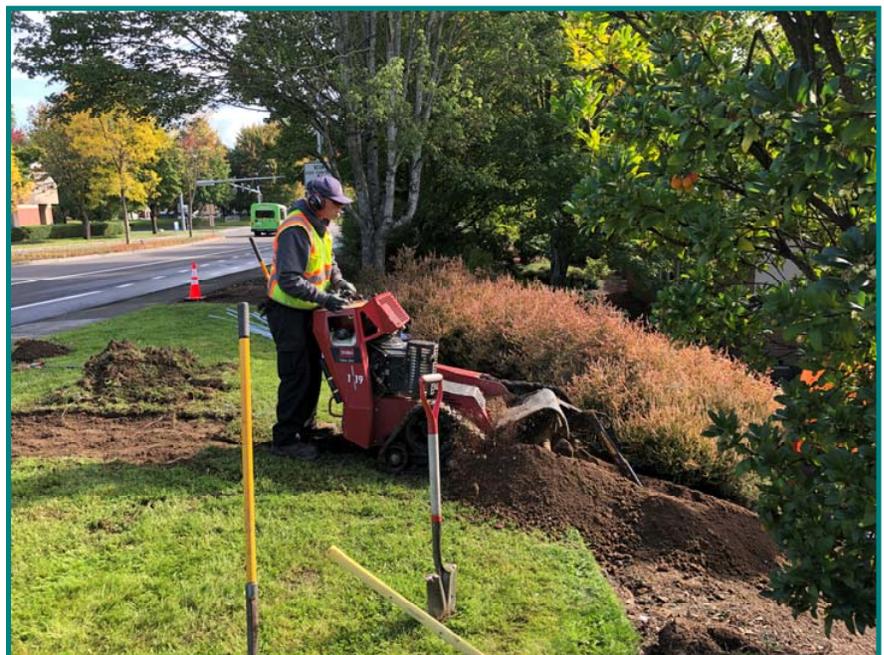
A Helping Hand

The Wilsonville Public Library will soon be getting a new digital reader board. In order to support the functions of the reader board, the Facilities crew agreed to prepare the site and install the needed infrastructure. To start, crews took measurements and completed the site layout. Next, a 30" deep and 50' long trench was excavated down the embankment to the Library foundation wall. Once the electrical inspection of the ditch was completed, Crews installed three 1" conduits and core-drilled them through the foundation wall and into the Library crawl space. Lastly, pull-strings were installed into the conduits in order to allow for the wire conductors to be pulled through the conduit at a later date and the trench was back filled and compacted.



Facilities Technician Javid Yamin and Maintenance Specialist Daniel Morena, ponder over the best plan of attack for the excavation of the trench.

Daniel Morena crests the top of the steep embankment with the trenching equipment.



Facilities Division

Taking a Bath

Oily Water Separators (OWS) are an industry accepted Best Management Practice (BMP) for separating oily residues from stormwater flows. Facility Maintenance Specialist Robert Todd captured these great before and after photos of the while servicing the OWS at the WES bus turn around. While Robert was supervising the contractor cleaning the separator, he noticed chunks of grout in the bottom of the vault prompting him to create a repair task for the near future.



Before cleaning



After cleaning

Preparing for the Rain

Facility crews spent a good part of October preparing for the upcoming rains. Facility Technicians Ivan Crumrine and Javid Yamin have continued with the roof and gutter cleaning while Facility Maintenance Specialist, Robert Todd and Daniel Morena began prepping the facility grounds in anticipation for the heavy Fall rains. Daniel and seasonal maintenance worker Mike Pierce, have been cleaning out bio-swales and addressing some of the early leaf drop as Robert Todd focused on armoring several outfalls by placing large angular rock at the pipe spill ways.



Roads & Storm Water Division

Holiday Decoration Preparation

The Roads Division is already starting to think about holiday decorations as it takes many hours to prepare and install all the lights, wreaths, and structures. Each year the first thing that happens is the fir tree at the intersection of Boones Ferry Road and Wilsonville Road is trimmed by Ralph Thorp, Certified Arborist who over many years has shaped this tree into what it is today. It is amazing how many compliments are received each year for the decoration of this tree which seems to be a highlight of the holiday season for Wilsonville residents.



Starting at the top



Half way done



Trimmed and ready to decorate

Montebello Outfall Repair

Through the annual storm water outfall inspection program the Stormwater crew discovered a structure needing major repair. The ground underneath the concrete structure settled leaving as much as six feet of vertical space and unsupported concrete. This large gap is concerning due to the potential for collapse. If this structure were to fail, it could cause significant flooding. Working with Metro for access to the site, the PWD staff were able to pour a flowable concrete material to backfill the large void area. It required about 40 cubic yards of material which is equivalent to five concrete truckloads of material.



Thanks to the hard work of the Stormwater crew, this outfall will be stable for many years to come.

Utilities Division

Water Distribution Cla-Val

GC Systems was in town this month to rebuild a handful of Cla-Val automatic control valves in the distribution system. An automatic control valve is a sophisticated valve that can automatically open or close based on a set pressure differential between the upstream and downstream sides of the valve. These valves help us control the flow of water throughout the city and help assure appropriate pressures in areas to fight fires and assure pressure. Every year a select number of Cla-Val's in the system are rebuilt to ensure they are operating properly.



Contractors rebuilding one of the water system cla-va valves

Water Meter Calibration

This month the water crew worked with Oregon Meter Repair LLC to test meters in the system that are three inches or larger. This service ensures meters are accurately recording water consumption. In order to perform this work a bench tested meter is connected to the meter being tested and then water is passed through both meters. The readings of the meters are then compared. Depending on the results of the test, the meter may need to be repaired or fully replaced. The water crew ended up replacing a three inch meter at a commercial property after finding it was not recording usage accurately.



Steve Gering and Jerry Anderson, Water Technicians flowing water through a meter for testing.



Sam Kinnaman, Water Technician adjusting a me-

Utilities Division

Utility Maintenance Technician—Sewer

The remaining vacancy for the sewer crew has been filled with a new Utility Maintenance Technician. The Utilities Division is happy to welcome Kyle Bean to the team. Kyle brings to the City a strong background in collections system operation, maintenance and repair. Kyle's primary duty will be helping lead the sanitary sewer program. This will involve coordinating sewer cleaning in conjunction with the contracted CCTV inspection program, operating the combination cleaning truck to clean sanitary sewer lines and manholes as well as make repairs to collections system structures.



Kyle Bean, Utility Maintenance Technician



October 2019 Report

Advice to a Friend

I recently felt compelled to offer a little life advice to a dear friend. My advice, though not solicited, I gave freely.

In an attempt to do my mother proud, I reverently repeated a chorus I myself would often hear during my formative years. *“Love many, trust few, always paddle your own canoe,”* I offered. I went on to explain that love is precious, and springs eternal. Trust lives in a rarified space, and cannot be bought or sold. Protect your trust, I insisted. Paddling the canoe represents your life’s journey, which only you can experience. Steer your life in the direction you want to go and there you shall arrive.

As my friend and I concluded our exchange, I thought about all the friends that occupy a place in my life, many of which are coworkers here at the City. Therefore, I take this opportunity to share this same advice with all of you my right and honorable friends.



Dwight Brashear
Transit Director

Events and Marketing - Michelle Marston Program Coordinator

SMART participated in the the *GetThere Challenge* (<https://getthereoregon.org/join-the-challenge/> promoted through ODOT. The 2019 *Get There Challenge* took place October 7-21. Participants won prizes for getting around without driving alone. Materials were supplied to all major employers in Wilsonville in preparation, and throughout the promotion, via emails.

Maps and other materials were updated to ensure that the new route schedules were correct. Schedule booklets were in place in October. Updated website information went live on September 22.

Tables were hosted at Oregon Tech and Coherent to share information on transportation options and bus routes that fit their employee and students needs.

The end of the month was spent with several staff at the Oregon Public Transportation Conference: Navigating the Three C's: Communication, Collaboration and Coordination.

A few cones were killed in the name of safety training and fun, at the *Driver Safety Skills SMART Bus Roadeo*.

Twenty-seven transit operators (bus drivers) competed for top honors during the 2019 SMART Bus Roadeo held at Wilsonville Transit Center on Saturday, September 28. When you think of a bus "roadeo," think more about an obstacle course and less about cowboy hats. Backed by staff, the competitors maneuvered their 35-foot buses through six challenging obstacles, and showed off their pre-trip skills on a gray, windy, cold morning. Obstacles included the serpentine turn, driving the dual-wheels between two lines of cones, tight right and left turns, backing up the bus into a coned lane, driving through a very tight tunnel of cones, and stopping within inches of a judgement cone.

Regardless of the chill and drizzle, the mood was light, the food was good, and everyone enjoyed some fun as they showed their competitive spirit. When it was all said and done, the top three finishers received their awards/ plaques from Transit Director Dwight Brashear.



A job well done to all the competitors and participants!

1st Place, Pete Padron; 2nd Place, Mike Ortega; and 3rd Place, Vince Espinoza.



Grants and Programs - Elli Work Grants and Programs Manager



It Takes a Village

Grant-funded shelters and other rider amenities went out into the community this month with the help of numerous City departments:

Legal assisted in obtaining the right-of-way at Valley Christian Church for a new bus stop pad

SMART ordered the shelters from Oregon Corrections Enterprises and Fleet assembled them

Roads placed five shelters around Argyle Square and a new shelter by the high school

Engineering coordinated the concrete pour of two new pads on Wilsonville Road

Fleet bolted in and leveled the shelters, and installed the new benches, trash receptacles, and information cases

Thank you everyone for a job well done!



TrAMS Takes a Vacation

TrAMS, the FTA's grant award and tracking system, goes down every October for the entire month. During this timeframe, no grants are processed or awarded.

It is, however, SMART's time to accomplish required TrAMS reporting. SMART currently has 14 active grants which requires 28 reports:

14 MPRs—Narrative of accomplishments

14 FFRs—Financial accounting of expenditures

When TrAMS comes back on line in November, SMART's house will be in order for another year.

Plans are already taking shape for grants that will include preventative maintenance, technology, travel training, more bus shelters, and even a fourth electric bus. Stay tuned!



New pad and shelter at Autumn Park Apartments



New shelter by Wilsonville High School (in WHS colors)



New pad and shelter at Valley Christian Church

SRTS Update - Sheilagh Griffin TDM Technician

Wednesday, October 2, was International Walk + Roll to School Day! This international event encourages students to get to school through active transportation. SMART worked with West Linn Wilsonville School District to hold an event at Wood Middle School. Students that walked, rolled (bike, scooter, skateboard) to school were invited into a "VIP Room" where 120 students each received a certificate, stickers, pencils, reflective shoelaces, and nutritious snack.

On October 4, SMART worked with Lowrie Principal Sarita Amaya and two members of the Lowrie PTA to design and produce a bike rodeo skills course for their annual Wheel-A-Thon event.

Students in all grades had the chance to ride through the skills course and practice their biking skills. Some students chose to scooter, skateboard or run through the course. It was a great event for all 534 students at Lowrie Primary School.

SMART continues to develop safety patrol, bicycle and pedestrian education and encouragement programs at Wilsonville schools.



Images from Lowrie Bike Rodeo, with Sheilagh Griffin, TDM Technician

Operations - Eric Loomis Operations Manager

Overall ridership is **down 3.29%** compared to last September and **up 2.19%** compared to last month (August 2019). The 4 Saturday service saw a large decrease, although September 2019 had peaked with the highest month of ridership over the last three years. The 7 saw a large increase and will be monitored closely as the new route changes have taken effect on September 23.

	1X Salem	2X Barbur	2X Sat Tualatin	3X Canby	4 Wilsonville Rd	4 Sat Wilsonville Rd	5 95th Com- merce	6 Argyle Square	C Charb Shuttle	7 Villebois	V Villebois Shuttle	Total
Sept 2019	3,319	5,355	309	1,034	9,398	392	982	1,379	165	273	1,311	23,917
Sept 2018	3,145	5,778	240	739	9,167	395	1,264	1,699	133	188	1,611	25,574
% Chg	+05.53%	-7.32%	+28.75%	+39.92%	+2.52%	-35.74%	-22.31%	-18.83%	+24.06%	+45.21%	-18.62%	-2.67%

Fleet Services - Scott Simonton Fleet Services Manager

As SMART’s electric buses have now completed four months of route service, we are compiling enough usable data to begin calculating cost comparisons to diesel buses.

Energy cost per mile

Diesel	\$0.58 per mile	4.5 MPG, at \$2.65 per gallon
Electric	\$0.39 per mile	2.24 kWh/mile, at \$0.16 per kWh

Over the past four months, our electric buses accumulated a combined 15,000 miles. This equates to a reduction in diesel use of roughly 3,300 gallons. After factoring in the cost of electricity, the resulting energy cost savings is approximately \$5,000.

