

**PLANNING COMMISSION  
WEDNESDAY, MAY 13, 2015  
6:00 PM**

**AGENDA**

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**I. 6:00 PM CALL TO ORDER - ROLL CALL**

Marta McGuire - Chair Jerry Greenfield - Vice Chair Peter Hurley  
Al Levit Phyllis Millan  
Eric Postma Simon Springall City Council Liaison Charlotte Lehan

**II. 6:05 PM PLEDGE OF ALLEGIANCE**

**III. 6:10 PM CITIZEN'S INPUT**

This is the time that citizens have the opportunity to address the Planning Commission regarding any item that is not already scheduled for a formal Public Hearing tonight. Therefore, if any member of the audience would like to speak about any Work Session item or any other matter of concern, please raise your hand so that we may hear from you now.

**IV. 6:15 PM CITY COUNCIL LIAISON REPORT**

**V. 6:20 PM CONSIDERATION OF THE MINUTES**

A. Consideration Of April 8, 2015 PC Minutes

Documents: [Draft April 8 2015 PC Minutes.pdf](#)

**VI. 6:25 PM PUBLIC HEARING**

A. Memorial Park Master Plan (Stan Sherer, Parks Director, And Walker Macy)

Documents: [May 13 2015 PC Memorial Pk MP Report.pdf](#)

**VII. 7:30 PM WORK SESSIONS**

A. Coffee Creek Industrial Form-Based Code (Neamtzu, Urbsworks)

Documents: [May 13 2015 PC Coffee Cr FormBased Code.pdf](#)

B. Community Development Project Updates (Kraushaar)

Documents: [May 13 2015 CD Project Update.pdf](#)

**VIII. 8:30 PM OTHER BUSINESS**

A. 2015 Planning Commission Work Program

Documents: [2015 PC Work Program May.pdf](#)

**IX. 8:35 PM COMMUNICATIONS**

## **X. 8:40 PM ADJOURNMENT**

*Time frames for agenda items are not time certain.*

### Public Testimony

*The Commission places great value on testimony from the public. People who want to testify are encouraged to:*

- *Provide written summaries of their testimony*
- *Recognize that substance, not length, determines the value of testimony*
- *Endorse rather than repeat testimony of others*

*Thank you for taking the time to present your views.*

For further information on Agenda items, call Linda Straessle, Planning Administrative Assistant, at (503) 570-1571 or e-mail her at [straessle@ci.wilsonville.or.us](mailto:straessle@ci.wilsonville.or.us).

Assistive Listening Devices (ALD) are available for persons with impaired hearing and can be scheduled for this 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 call the Planning Administrative Assistant at (503) 682-4960

**PLANNING COMMISSION  
WEDNESDAY, MAY 13, 2015  
6:00 PM**

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**V. CONSIDERATION OF THE MINUTES**

- A. Consideration of the April 8, 2015 Planning Commission minutes**

**PLANNING COMMISSION  
WEDNESDAY, APRIL 8, 2015  
6:00 P.M.**

**DRAFT**

**Wilsonville City Hall  
29799 SW Town Center Loop East  
Wilsonville, Oregon**

**Minutes**

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**I. CALL TO ORDER - ROLL CALL**

Chair McGuire called the meeting to order at 6:00 p.m. Those present:

Planning Commission: Marta McGuire, Eric Postma, Al Levit, Peter Hurley, Jerry Greenfield, and Simon Springall. City Councilor Charlotte Lehan arrived during Item VI. Phyllis Millan was absent.

City Staff: Chris Neamtzu, Barbara Jacobson, Nancy Kraushaar, Kerry Rappold, and Stan Sherer

**II. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**III. CITIZEN'S INPUT** - This is an opportunity for visitors to address the Planning Commission on items not on the agenda. There was none.

**IV. CITY COUNCIL LIAISON REPORT**

Councilor Lehan arrived during the presentation of Item VI, the Hillsboro Water Transmission Pipeline Project and presented her report after the Pipeline Project presentation. She apologized for being late, noting she was president of the Pleasantview Cemetery Association and had been working with a crew to install the newly rehabbed flagpole.

- She reported that during recent meetings, City Council:
  - Had multiple work sessions on the water pipeline route, as well as Frog Pond Area planning.
  - Approved a number of property tax exemptions for affordable housing.
  - Considered an increase to Community Development fees in order to pay for the services provided by the Community Development Department. No specific plan was decided upon, but Council agreed increases were necessary to keep pace with other cities, and to cover the department's expenses. Council was considering whether the increase would be all at once or spread over six or twelve months.
  - Upheld the DRB decision on the Down's Appeal after a great deal of discussion. The appeal regarded the requirement to install sidewalks in front two lots that had been split into two.
  - Was reconsidering the City's logo and several designs would be presented. She reiterated that her objections were as much on the text as the graphic in the beginning, which were being edited as well.
- She reported that she testified in Salem on Senate Bill 716, whose chief sponsor was from Coos Bay, but the bill would only apply to the Portland metro area. The bill would allow each of the three counties to add 150 to 500 acres of their choosing for large lot industrial.
  - Washington County decided not to participate, so Columbia County was inserted in their place, though no representative from Columbia County was present. Multnomah County had not weighed in, as of Monday, and the Clackamas County Commission was in favor.
    - The general consensus was that the bill was not really about Multnomah or Washington County, but Clackamas County, and really only south of Wilsonville in French Prairie.
    - There was a great deal of opposition and the hearing was standing room only; a second room had to be opened to accommodate everyone in attendance. A bus of people in opposition attended the hearing from Charbonneau. People from Wilsonville were not the only ones

opposed; the City of Tualatin was opposed, as was Metro. Many farm bureaus, Marion and Clackamas Counties, the State Farm Bureau, and a lot of Washington County farmers were there to testify. DLCD also weighed in in opposition.

- Commercial realtors were the only ones to testify in favor, citing the need for large lot parcels of 150 to 500 acres.
- She asserted there were no 500-acre parcels in one ownership anywhere in the Tri-County area and probably had not been since 1890. There was so much opposition to testify that Monday's hearing was continued to today, but she was unable to go to Salem due to prior commitments. She called at 6:00 pm this evening and learned that the hearing was still going on and, once again, the testimony was almost exclusively opponents. She did not know if a work session was planned or if the hearing would be continued again.

Commissioner Greenfield complimented Councilor Lehan and the mayor for their remarks at the hearing in Salem, saying they were very convincing and set the whole tone of the hearing.

Councilor Lehan agreed the Mayor did a great job, adding Oregon Supreme Court Justice Bill Riggs, who lives in Charbonneau, also testified.

Commissioner Springall inquired as to how the bill related to the stalled rural reserves process.

Councilor Lehan replied it throws it out the window. If the bill did not pass, the City was still in a position of needing to affirm the urban and rural reserve decisions, which were being held up by Stafford area opposition in Clackamas County, though other solutions were in the works. The City of Wilsonville has remained neutral on that issue namely because a city is required. Counties do a terrible job of managing urban development. In the past, the problem was that West Linn, Lake Oswego, and Tualatin opposed development in Stafford. Work was being done with all three cities to determine what portions of the Stafford area would be reasonable to develop, and which city would be reasonable to take on that development. In the meantime, it held up finalizing all the urban and rural reserves in Clackamas County.

- She noted there were no parcels close to 100-acres outside the urban growth boundary that was not agricultural land. Of course, all of this created uncertainty for the rural reserves, which were supposed to give certainty to both the agricultural and urban development industries.
- The mayor made a strong case that regional investments south of the river would detract from industrial development in the north end of Wilsonville, where the City and private investors had already made investments.

The Planning Commission proceeded to Item VII, the Memorial Park Master Plan work session at this time.

## **V. CONSIDERATION OF THE MINUTES**

### **A. Consideration of the March 11, 2015 Planning Commission minutes**

The March 11, 2015 Planning Commission minutes were unanimously approved with the first line corrected to state, "Chair ~~Alman~~ **McGuire** called the meeting to order..."

## **VI. INFORMATIONAL ITEM**

### **A. Hillsboro Water Transmission Pipeline Project (Todd Heidgerke and Todd Perimon of TVWD)**

Chris Neamtzu, Planning Director, commended Todd Heidgerke and Todd Perimon for their hard work on the Water Transmission Pipeline Project, which would extend through Wilsonville and Washington County up to Hillsboro. The presentation would enable the Planning Commission to understand the project at a higher level and ask questions as the information was both relevant and important.

Nancy Kraushaar, Community Development Director, added that the Tualatin Valley Water District (TVWD) and City of Hillsboro had been working very closely with City of Wilsonville Staff, and the leadership team

had been making regular presentations to City Council to ensure good communication between the City and the Willamette River Supply Project, which was of regional significance and extremely complex. Everyone was striving for a successful partnership and investment for all involved, including Wilsonville, to ensure the community's needs were met. Meetings have occurred over the past two years, and progress was being made, albeit slowly given the complexities involved. She noted that the City of Wilsonville partnered with TVWD in creating the water treatment plant in early 2000s. TVWD helped fund portions of the plant and provided some of the land.

Todd Heidgerke, Deputy Program Director, Willamette Water Supply Program (WWSP), introduced himself and Todd Perimon, WWSP Manager of Planning and Water Treatment Plant Projects, stating they wanted to create awareness of the WWSP, discuss the approach, and share information about the preliminary design process, focusing specifically on what would likely be of interest to Wilsonville. He clarified they were not asking for anything but wanted to share information and address any questions.

Mr. Heidgerke and Mr. Perimon presented the WWSP via PowerPoint, providing a brief background about the project and describing the regional water supply system that would extend 31 miles of pipe to supply water to Hillsboro and the Beaverton area. While Hillsboro and TVWD were currently invested in the project, other partners included the cities of Tualatin, Tigard, and Beaverton, who were involved in the preliminary design process, as well as the cities of Wilsonville and Sherwood, who currently use the Willamette River as a water source and the Willamette River Water Treatment Plant. The WWSP hoped to build upon that successful program to provide a quality water source moving forward.

Councilor Lehan arrived during the PowerPoint presentation.

Mr. Heidgerke, Mr. Perimon, and Ms. Kraushaar addressed questions and comments from the Planning Commission as follows:

- The team had considered a route going up 95th Ave or Boones Ferry Rd along the railroad right-of-way, but issues existed with the number of private properties and railroad easements impacted.
  - Running the pipeline route along the south side of the railroad was also considered, but complications would exist given the valuable natural resources in the area and the protection agencies did not provide very encouraging remarks. Even trenchless installation would still disrupt the underground hydrology, natural soils, etc. and the long term impacts were unknown.
  - Following the existing rights-of-way could be more straightforward, environmentally.
  - On the other side of the railroad, there was a lot of BPA and federal -owned land throughout that corridor, which was problematic with the large steel pipe.
- Coordinating construction of the water pipeline with the extension of Kinsman Rd north to Ridder Rd or Garden Acres Rd, which was part of the Coffee Creek Master Plan, had been discussed. However, BPA did not look favorably on running parallel to their high-powered lines, but the facilities could be crossed perpendicularly or at some angle.
- One thing to keep in mind was not just the route itself, but where the route lead, so perhaps the next route segment might have unfavorable conditions, as well. The BPA corridor for both the Kinsman Extension and the Koller Kolk Pond were very significant.
- The Transportation System Plan (TSP) called for redoing Boones Ferry Rd and a majority of businesses along Boones Ferry Rd have access or could get temporary access off 95th Ave, so that entire section of Boones Ferry Rd could be shut down to install the pipeline.
  - Boones Ferry Rd was a feasible alignment and was shown as an alternative; however, there were significant utility challenges with Boones Ferry Rd, as well as some inherent challenges working adjacent to the interstate, which they had quantified with the Federal Highway Administration.
  - Access on 95th Ave during construction would be considered as part of the next phase. 95th Ave was favorable in terms of the spacing between driveways and access, lending itself to the potential of a rolling work zone.
- The survey and geotechnical work for the new water treatment plant had already started.
- What were the potential projections regarding the effects of a drought on the flow of and withdrawal from the Willamette River?

- The Willamette River was a large river with large flows and 13 federal storage projects were upstream of the diversion points. Those projects store about 1.3 million acre feet of water. That storage was currently allocated for irrigation, but only about 100,000 acre feet was contracted for irrigation. The water not contracted for by irrigators was released as part of the flow of the river, which helped maintain certain flow targets.
- Historical records of the water flows had also been consulted and the water supply was pretty stable. With regard to endangered species issues, spring flows were more of a concern than summer flows, and the team had not seen any instance where the summer flow would be inadequate to meet the existing water right conditions.
- WWSP was also working with the Oregon congressional delegation to look at reauthorizing federal storage projects in the Willamette Basin to allow municipalities to contract for the stored water in the future. WWSP was also working on a small-scale allocation project to study those conditions and a lot of that type of work was promising.
- TVWD also gets water from the Joint Water Commission, which depends on water from the Tualatin River, Hagg Lake, and Barney Reservoir. The Tualatin Basin Water Supply Project, a federal project that looked at increasing the height of the Hagg Lake dam, encountered seismic issues, which would involve a long, expensive process to address. Funding that project was not a priority with the federal government right now, though it was an important project for the region as it related to augmenting the flows in the Tualatin River, which was important for Clean Water Services and temperature issues related to water treatment plants that discharge into the Tualatin River. Hagg Lake was still a significant water source for the region.
- The work on Roy Rogers Road would be part of the next phase of the evaluation. The GIS level of detail was being studied at this point, the potential for constructing the pipeline in the shoulder would be determined at the ground level of detail.
- Potential partnering opportunities along Roy Rogers Rd would determine what that road section would look like, such as widening the road to provide a buffered bike lane.
- Trenchless installations, such as micro tunnels, would most likely be used for the creek and river crossings of the Ice Age Tonquin Trail and other trails in the region. The next detailed evaluation phase, anticipated in the next few weeks, would include survey activities around the Tualatin River crossing on Roy Rogers Rd as well as geotechnical information.
- A new water treatment plant facility would be built in Wilsonville in addition to expanding the existing plant. The Willamette River Water Treatment Master Plan Update was an ongoing project. The Master Plan would explore the interaction between the treatment trains onsite. While considered an expansion of the existing facilities, the treatment trains will be somewhat independent, parallel processes.
  - The City of Wilsonville was participating in the Master Plan Update to consider the needs of the cities of Sherwood and Wilsonville for the existing water treatment plant. While discussions were occurring about how the plants would work together, the City would not likely be involved in the construction of a separate plant because there was room to expand at the existing site.
  - The second site was about 60 ft higher than the lower plant, which was preferable due to the distance to Hillsboro. That hydraulic grade line would somewhat impact how the two plants could work together and the Master Plan would help detail what types of configuration would be the best for all involved.
  - The second site would be on the vacant land owned by Wilsonville and TVWD, which was located west and north of the existing parking lot on the north side of the treatment plant.
- Concerns about the quality of the water from the Willamette River had been addressed during the public engagements and provided a great opportunity for public education. The team discussed the actual real raw water quality, the decades of testing, the treatment process, and everything involved in providing safe drinking water from the plant to the customers. Some entities have had issues maintaining their distribution systems and reservoirs, resulting in boiled water notices and other concerns.
  - People have had questions, but once the team explained what was being done to provide quality water, they were comfortable. Some people want to dredge up old issues that are unfounded, but the team addresses those as well.
  - Consumers need to be informed and understand how to get information.

Mr. Heidgerke credited the City of Wilsonville for making the water treatment plant very accessible to the public. The team had conducted a couple focus groups in Wilsonville and everyone believed they had fantastic water. Participants had confidence in the treatment plant and were familiar with its location. Wilsonville's residents were very water savvy.

The Planning Commission returned to the City Council Liaison Report at this time.

## **VII. WORK SESSIONS**

### **A. Memorial Park Master Plan (Stan Sherer, Parks Director and Walker Macy)**

Chris Neamtzu, Planning Director, introduced Parks Director Stan Sherer, who had been working on many projects, including construction of the new playground at Murase Plaza, the aquatics project, and skate park projects, and many parks being built in Villebois, as well as the master planning process for Wilsonville's 100-acre treasure, Memorial Park. The process had involved a lot of citizen engagement, including online open houses and a couple physical open houses. He noted Walker Macy Landscape Architects was a Portland firm who did the first plan for Memorial Park in 1989, so Mr. Zilis knew the community, had seen it grow, and had been involved in the early park planning at the master planning level in Villebois. He explained that Memorial Park Master Plan would come before the Planning Commission for a public hearing next month.

Stan Sherer, Parks Director, stated the Memorial Park master planning process was initiated early last fall pursuant to City Council's goal and direction. Once Walker Macy was selected as the consultant firm to manage the project, things got underway in October. Based on stakeholder participation, input from Staff and the first open house, Walker Macy developed three conceptual alternatives to the Master Plan. These alternatives were presented at the second open house, where further input was received from community. With that input, as well as the results of 617 responses to the online survey, Walker Macy developed the preferred conceptual design being presented to the Commission tonight.

Mike Zilis and Ian Holzworth, of Walker Macy Landscape Architecture, Portland, presented the Memorial Park Master Plan via PowerPoint, reviewing the process involved, public outreach and input received, the three options that lead to the Preferred Option, which was provided on Page 3 of 59 of the meeting packet, and the improvements proposed for Memorial Park.

Mr. Sherer explained that a waterfront park was not desirable from Staff's standpoint because creating an attractive amenity would require the City to secure it, specifically lifeguarding the area. He would never want to be involved in guarding open water, especially given the bad visibility and swift current along that section of the Willamette River which would limit the potential for rescue. He had worked for a city that lost someone in open water and he did not ever want to be part of that again. Open water was just too risky.

Mr. Zilis noted that the community agreed; they did not want a place to swim, but rather a place to connect with the river visually.

Comments and feedback from the Planning Commission were as follows with responses to Commissioners' questions from Mr. Sherer and the consultants as noted:

- The decision to not continue the synthetic turf around Ball Fields 3 and 4, but add a fourth soccer field at Ball Field 4 was partially financially-based, as it would be a very expensive endeavor. The sports groups believed this would be a much improved condition for soccer, in particular, given the fall, winter, and spring use, so it appeared to be a good balance. The other fields would be improved as far as drainage, back stops, etc.
  - Payments received for use of the fields was not sufficient to fund such a project.
  - Lighting was also an issue. One field could only be used for younger age groups because the light fixtures were mounted 25 feet below standard, so the ball could be hit over the lights, making catching it very difficult.
  - They also did not want to detract from the natural turf feel.

- If demand continued to escalate, synthetic turf could always be a future consideration. Artificial turfing the two top fields would provide the programmable hours of three fields and eliminated rescheduling for inclement weather because it recovered faster so the surface was playable nearly all year round.
  - With the drainage, the synthetic turf could take over an inch of rain an hour without standing water, increasing the flexibility in use as well.
- Having synthetic turf was not outside the realm of possibility on Ball Fields 3 and 4. Synthetic turf was much more flexible as it provided opportunity for variable distances and baselines, from 60 ft to 90 ft for base paths. Portable fencing enhanced the flexibility provided by synthetic fields.
- Not being able to do other events, such as tournaments or jamborees due to the lack of facilities was a huge loss for Wilsonville; however, the City currently was not close to meeting the existing demand for recreation services. Mr. Sherer agreed it would be a great improvement if the other two fields were synthetic.
- Only minor grading would be needed for the terraced seating areas, which would essentially be nestled into the existing hillside; no new berm would be needed.
  - The terracing closest to the water feature near Wilsonville Rd was as much a convenience enhancement as a maintenance requirement because mowing the slopes was impossible if any moisture was present. The terraces would be 10 ft to 12 ft wide, which would still allow for tents to provide some shading on the level spots.
- The Regional Trail would connect with Boeckman Creek to the north, west under the Boone Bridge into the neighborhood, and eventually to the Tonquin Trail. The purchase of the property along the river east of Boones Ferry Park would enable the City to provide an accessible trail through that area.
  - The recommendation would be to reroute the existing trail as there was no way to make it ADA accessible, but with the new property, the trail could run along the flat area, making it accessible for everyone. Currently, some enhancements were being made to the trail going under the bridge.
- The Preferred Option was a huge improvement over the early alternatives presented.
- Currently, only the Preferred Option map was available online. The public had no access to the quality information presented at tonight's meeting. Publishing the full presentation on the Parks and Recreation Department's web page was suggested.
- The combination of soft, hard, and running trails resulted in trail usage being the dominant feature of the park. Ball fields and other active uses were important, but the trails were appreciated by the community and extremely important, especially given the pedestrian connections they provide.
- The possibility of a regional trail was exciting and the new property purchased by the City would provide a better location for river access than Boones Ferry Park.
- More details were requested in the natural resources report of the Master Plan, including documentation on tree preservation, such as how many trees would be removed for the view points and whether any bigger trees could be preserved.
- Access, traffic, and parking were big problems, particularly during games or events at the park. Managing access in and out of the park with the limited access road was a major problem and something to consider especially with regard to major events.
- Pickle ball courts had increased from 0 to 6 to meet demand, but basketball courts had decreased from 1.5, which had been inadequate, to 1 basketball court. Younger, smaller children tend to get excluded because larger children or adults are playing leaving younger children no opportunity to get in and play and no other place to go.
  - The number of basketball and volleyball courts was inadequate, so the fact that volleyball and basketball facilities were not increasing, but decreasing should be reconsidered, especially with volleyball where concrete and the extent of equipment was not required.
  - Further consideration should be given about where more basketball facilities could be placed.
- The distance from the turnaround near the light watercraft access to the ramp at the water was not more than 25 yards.
  - The challenge with the proposed access was that no changes could be made to the existing set up until the agreement the City had with the Oregon Marine Board expired.
- The tourism group might be considering the feasibility of a regional sports park of larger size. Was that a consideration or were the plans mutually exclusive?

- The time frame for installing the synthetic turf was uncertain because cost estimates for the conceptual design still needed to be determined, and then funding options could be considered.
- Currently, the existing demand for active recreation services was not being met. Many more facilities were needed to meet even the current demand for service, including for soccer, baseball, softball, and lacrosse, etc. Some programs were practically being excluded, such as the adult softball programs whose hours were drastically diminished.
- Because the time frame was uncertain, further adjustments could be made based upon need.
- The synthetic turf fields could be lined for lacrosse and other sports because removable paint could be used to temporarily line the fields. The portable fencing concept also played into making the fields truly multipurpose.
- The need for half basketball courts or even smaller slabs with hoops located near the other playground equipment was emphasized for small kids.
- Many comments had been heard about playing in the dark. It was assumed that lighting improvements would be part of the park's upgrades.
- The skate park proposed in Memorial Park did not replace the concept of having a larger skate park in Wilsonville. The conceptual designs for a significant skate park located across the street from City Hall had been finalized and now funding options were being explored for the approximately \$800,000 needed.
- A significant skate facility was needed in the community as it was difficult to push skateboarders out when the City might be delinquent in providing a proper facility for them. The City was working with Jim Barnes, who has been advocating for a skate park forever and leads an active group doing so in the community, to explore ways to bring the skate park to fruition.

## VIII. OTHER BUSINESS

### A. 2014 Planning Commission Work Program

Commissioner Greenfield asked how the Commission could prepare for the Coffee Creek Industrial Area Form-Based Code (FBC) discussion, noting that his binder of materials was from last year.

- Mr. Neamtzu suggested reviewing the background, history, and materials produced to date, which was in the binder and could be found on the Coffee Creek Industrial Area Form-Based Code website ([www.ci.wilsonville.or.us/formcode](http://www.ci.wilsonville.or.us/formcode)). He had just received the draft materials from the consultants this week and had distributed them to the internal project management team. The timeline to receive comments was short and some policy discussions were needed. All of the State grant money had been spent, so decisions needed to be made about whether they had achieved what they wanted or more work was needed. Due to the experimental nature of Form-Based Code, the City needed to do the best it could to make a decision.

Commissioner Postma:

- Asked if the City's developer friends on the task force had provided similar FBC projects for the Planning Commission and Staff to consider, perhaps over the next month.
  - Mr. Neamtzu replied the developers had confirmed they could participate in a meeting that involved a Google Earth tour of industrial sites to evaluate how they could have been constructed under a draft FBC, but the partners did not show. Staff conducted the meeting with the consultant team and learned some interesting things that lead to different recommendations. Staff did report a summary of the findings, and the developers did weigh in via email.
  - There were still more conversations to have, primarily with regard to the visibility of loading docks facing a primary street, as finding that application had been difficult in a lot of places.
- Added that exploring how front versus rear loaded parking worked in other locations also needed to be considered.
- Stated he was a task force member and emphasized that the City was blazing new ground; no one else in the country was trying form-based industrial code; it was exciting, but a lot of discussion was still needed because there was nothing to draw from.
  - Mr. Neamtzu said the new code would be threaded into the existing code with new tables, charts, and graphics. Staff made adjustments and modifications throughout the entire Development Code,

ensuring it seamlessly linked back to itself and no conflicts existed. Looking at every Code section was a massive undertaking.

Mr. Neamtzu confirmed the FBC conversation could be sequenced over a couple of meetings. It was not that the material was voluminous, but it was new and considering what had not been considered yet took time, and there was no reason to hurry the process. While there was interest in development in Coffee Creek, nothing was pressing at this time. The consultants were all doing a good job.

He confirmed that the public hearing for the Memorial Park Master Plan would be first on the May agenda.

Commissioner Greenfield noted the sentiment expressed at the hearing in Salem yesterday by the City's representatives, some developers, and Washington County people was more developable land was not needed but more assistance from the State in making the existing developable land attractive and ready for development. The County had approximately 8,000 acres of land that could be developed with things like aggregation and infrastructure planning.

Commissioner Levit:

- Inquired whether the new cell tower would impact any development in the Frog Pond area.
  - Mr. Neamtzu confirmed the cell tower had all kinds of potential impacts. Cell towers have long term leases that were negotiated and executed upon installation. The quality of AT&T cell phone reception has greatly improved with the installation of the tower. The school district had serious concerns about security at Boeckman Creek Primary School and not being able to make cell phone calls from the school due to the poor cell reception. The district actually considered putting the cell tower on the school property to benefit from the revenue.
  - Commissioner Postma added he had seen leases as long as 75 years. Such leases could be voided through negotiation if the best use for the land was for something else.
- Asked for any updates on the French Prairie Bridge; many people have asked him about it.
  - Mr. Neamtzu replied the Request for Proposals (RFP) for the study were due to ODOT today. The applicants would come from a short, pre-approved ODOT list of the major civil engineering firms. Staff had met with all of them several times over the last three years. These firms would likely partner with seven or eight different firms, such Walker Macy and Alta Planning and Design for trails, DKS Associates for traffic, as well as public involvement specialists and so forth.
  - He was asked to participate in the review of the RFPs and would ask Zach Weigel to email a project timeline to the Commission.

Commissioner Springall stated he would miss the May meeting due to travel, but was looking forward to learning about the Memorial Park Master Plan.

- Mr. Neamtzu offered to meet with him outside of regular meetings if he wanted.

Commissioner Levit said he would not be at the May meeting, either.

## **IX. COMMUNICATIONS**

### **A. Frog Pond Task Force packet materials**

Documents can be view at: <http://www.ci.wilsonville.or.us/636/Maps-Documents>

## **X. ADJOURNMENT**

Chair McGuire adjourned the regular meeting of the Wilsonville Planning Commission at 8:01 p.m.

Respectfully submitted,

By Paula Pinyerd of ABC Transcription Services, Inc. for  
Linda Straessle, Administrative Assistant III

**PLANNING COMMISSION  
WEDNESDAY, MAY 13, 2015  
6:00 PM**

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**VI. PUBLIC HEARING**

- A. Memorial Park Master Plan (Stan Sherer, Parks Director and Walker Macy)**

Draft

**PLANNING COMMISSION  
RESOLUTION NO. LP15-0001**

**A WILSONVILLE PLANNING COMMISSION RESOLUTION RECOMMENDING  
THAT THE WILSONVILLE CITY COUNCIL ADOPT THE MASTER PLAN FOR  
MEMORIAL PARK IMPROVEMENTS.**

WHEREAS, the Wilsonville Planning Commission has held one work session on April 8, 2015, to discuss and take public testimony concerning proposed revisions to the Memorial Park Master Plan; and

WHEREAS, the Wilsonville Planning Director, taking into consideration input and suggested revisions provided by the Planning Commission members and the public, submitted proposed Master Plan for Memorial Park improvements to the Planning Commission, along with a Staff Report, in accordance with the public hearing and notice procedures that are set forth in Sections 4.008, 4.010, 4.011 and 4.012 of the Wilsonville Code (WC); and

WHEREAS, the Planning Commission, after Public Hearing Notices were provided to 327 property owners within the City limits, a list of interested agencies, emailed to 203 people, and were posted in three locations throughout the City and on the City website, held a Public Hearing on May 13, 2015 to review proposed Master Plan for Memorial Park improvements, and to gather additional testimony and evidence regarding the proposed Master Plan for Memorial Park improvements; and

WHEREAS, the Commission has afforded all interested parties an opportunity to be heard on this subject and has entered all available evidence and testimony into the public record of their proceeding; and

WHEREAS, the Planning Commission has duly considered the subject, including the staff recommendations and all the exhibits and testimony introduced and offered by all interested parties.

NOW, THEREFORE, BE IT RESOLVED that the Wilsonville Planning Commission does hereby adopt the Parks and Recreation Department Staff Report, as presented at the May 13, 2015 public hearing, including the findings and recommendations contained therein and does hereby recommend that the Wilsonville City Council approve and adopt the proposed Master Plan for Memorial Park improvements as recommended on May 13, 2015, by the Planning Commission; and

BE IT RESOLVED that this Resolution shall be effective upon adoption.

ADOPTED by the Planning Commission of the City of Wilsonville at a regular meeting thereof this 13th day of May, 2015 and filed with the Planning Administrative Assistant on May 14, 2015.

Attest:

---

Linda Straessle, Administrative Assistant III

SUMMARY of Votes:

Chair Marta McGuire: \_\_\_\_\_

Commissioner Eric Postma: \_\_\_\_\_

Commissioner Peter Hurley: \_\_\_\_\_

Commissioner Al Levit: \_\_\_\_\_

Commissioner Simon Springall: \_\_\_\_\_

Commissioner Phyllis Millan: \_\_\_\_\_

Commissioner Jerry Greenfield: \_\_\_\_\_

**PLANNING COMMISSION MEETING  
STAFF REPORT**

<b>Meeting Date: May 13, 2015</b>	<b>Subject: Memorial Park Master Plan</b>
	<b>Staff Member: Stan Sherer</b> <b>Department: Parks and Recreation</b>
<b>Action Required</b>	<b>Advisory Board/Commission Recommendation</b>
<input checked="" type="checkbox"/> Motion  <input checked="" type="checkbox"/> Public Hearing Date: May 13, 2015 <input type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Consent Agenda	<input checked="" type="checkbox"/> Following their review at the April 9, 2015 meeting, the Parks Advisory Board recommended the Planning Commission adopt the Memorial Park Master Plan
	<b>Comments:</b>

**Staff Recommendation:** Staff recommends the Commission recommend the City Council adopt the Master Plan for Memorial Park.

**Recommended Language for Motion:** I move to adopt Planning Commission Resolution No. LP15-0001, adopting the Staff Report, as presented at the May 13, 2015, public hearing, including the findings and recommendations contained therein and recommending to the Wilsonville City Council that the Wilsonville City Council approve and adopt the proposed Master Plan for Memorial Park improvements.

<b>PROJECT / ISSUE RELATES TO:</b>		
<input checked="" type="checkbox"/> Council Goals/Priorities Community Amenities and Recreation	<input type="checkbox"/> Adopted Master Plan(s)	<input type="checkbox"/> Not Applicable

**ISSUE BEFORE COMMISSION:** The City of Wilsonville initiated the master planning process for Memorial Park in October 2014. The process has taken us to the stage of a preferred conceptual design that will be presented for review and discussion.

**EXECUTIVE SUMMARY:** The City of Wilsonville solicited proposals from qualified landscape architectural and planning firms to update the long-range plan for the development and restoration of the 126-acre Memorial Park. Walker-Macy of Portland was chosen to manage the master planning process. The scope of work consisted of analyzing existing park uses and demographics of the existing participation base, developing a conceptual design for improvements, developing an operations and programming model, calculating cost estimates for the proposed enhancements, improving Willamette River access, and balancing the active and passive recreational opportunities to ensure respect of the natural environment while meeting the increasing demand for recreation services.

The Planning Commissions' recommendations for changes to the preferred plan on April 8, 2015 have been incorporated into the plan being presented. A youth basketball court and multipurpose courts have been added.

**EXPECTED RESULTS:** The Commission will review and approve the amended plan and forward it to the City Council for adoption.

**TIMELINE:** Pending approval from the Planning Commission, staff will present the Plan to the City Council at the May 18<sup>th</sup> work session and bring the item to Council for public hearing and consideration on June 1, 2015.

**CURRENT YEAR BUDGET IMPACTS:** N/A

**COMMUNITY INVOLVEMENT PROCESS:** Key stakeholders interviews were held and open houses were held on November 5<sup>th</sup>, December 16<sup>th</sup> and February 18<sup>th</sup>. An online survey was available from December 12<sup>th</sup> to January 20<sup>th</sup>. Six hundred and seventeen surveys were completed.

**POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:** Benefits to the community include:

- Rehabilitation of Existing Infrastructure
- Enhanced Existing Amenities or Additional Amenities Added to the Site in an Effort to Satisfy the Existing and Perceived Demand for Recreational Services
- Access to the Willamette River
- Protected Natural Resources

**ALTERNATIVES:** The Commission could recommend alterations to the proposed Master Plan or forward the Plan as presented to the City Council.

**ATTACHMENTS:**

- Memorial Park Master Plan Update

# Memorial Park Master Plan Update

Wilsonville Parks and Recreation Department  
MAY 2015



LANDSCAPE ARCHITECTURE

URBAN DESIGN

PLANNING

# ACKNOWLEDGMENTS

## Wilsonville Parks and Recreation Department

Stan Sherer, Director  
Tod Blankenship, Parks Supervisor  
Brian Stevenson, Recreation Coordinator

## City of Wilsonville

Kerry Rappold, Natural Resources Program Manager  
Kurt Budlong, Analyst

## Walker Macy

Mike Zilis, Principal in Charge  
Ian Holzworth, Project Manager  
Thomas Fischer, Landscape Designer

## Conservation Technix, Inc.

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## Pacific Habitat Services

John van Staveren, President

## Architectural Cost Consultants, LLC

Stan Pszczolkowski, Estimator



Wilsonville  
Parks and Rec

29600 SW Park Place  
Wilsonville, OR. 97070  
[www.WilsonvilleParksandRec.com](http://www.WilsonvilleParksandRec.com)

WALKER | MACY

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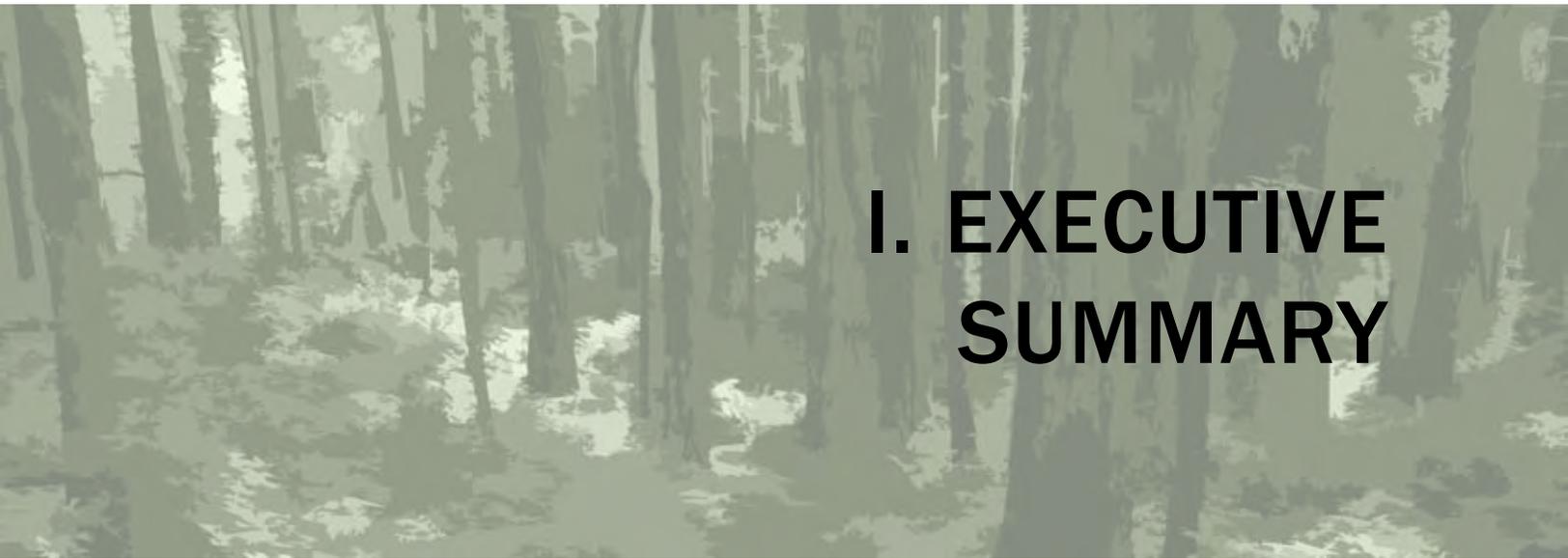
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# I. EXECUTIVE SUMMARY

## EXECUTIVE SUMMARY

Located in the heart of Wilsonville, Oregon Memorial Park has been a significant community resource for its citizens for decades. Often referred to as Wilsonville's jewel, the 126 acre Regional Park is bordered by Wilsonville Road, Memorial Drive and the Willamette River. Generations of residents have enjoyed the wide variety of active, passive, programed and non-programed recreational experiences the park has to offer. The park also provides distinctive natural resources including its riparian forest along the Willamette River and Boeckman Creek, open meadows and forested hillsides. These resources play an important role in shaping the park's character and providing important wildlife corridors.

Community involvement was integral to the planning process. This included a City wide survey, stakeholder meetings, website communications and a three part series of public open houses that provided neighbors and citizens an active role in planning for the parks future. Critical to the community was balancing passive and active uses with protection and enhancement of the parks natural areas. This integral public involvement process produced a plan that was derived directly from community input and enhances the quality of the park to be enjoyed for generations to come.

The Master Plan for Memorial Park consists of a mixture of improvements to existing facilities and development of new park elements that reflect current demand while anticipating future community recreational needs. Elements of the Master Plan identified by the community include; improvements to Murase Plaza, upgraded sports fields, additional and improved picnic facilities, improvements to vehicular, pedestrian and bicycle access, new parking areas, seating, disc golf, relocation of the off leash area, restoration of natural areas and improved connections to the Willamette River. These modifications have been strategically located to preserve and enhance the natural features of the park and to minimize impacts to adjoining neighborhoods.

The proposed Master Plan strategically balances improvements to help guide future development of the popular park, ensuring Memorial Park will continue being a landmark destination within the community of Wilsonville.



Murase Plaza Water Feature



Existing Dock



Forest Trail



Existing Community Garden



Figure 1 - MEMORIAL PARK AERIAL IMAGE

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## **II. INTRODUCTION**

## PARK HISTORY

Memorial Park is the City of Wilsonville's oldest and largest park. The property was acquired by the City in 1968 at a size of 61 acres. Additional land was acquired by the City in 1987, 1993, and 2007 resulting in the park's current 126 acre size.

The park has a rich cultural history. Forester Ernest Kolbe planted a significant amount of tree species throughout his summer home property during the 1950's, which would later become a portion of the park. German metalsmith Gustave Stein built the Stein Homestead Barn in 1901. The Stein Barn was later purchased by Charles and Lucile Boozier whom later sold 61 acres of land to the City of Wilsonville in 1968 and remaining acreage to the City in 1993.

The park has become a cherished resource for the community and offers a diversity of active and passive recreational opportunities. Murase Plaza, at the intersection of SW Wilsonville Road and Memorial Drive has become the community's front porch. Opening in 2006, the interactive water feature at the plaza attracts hundreds of visitors every year.. Today, the park is home to Wilsonville's only public athletic fields, skateboard area, off-leash dog park and tennis courts. Other amenities include rentable shelters, basketball, sand volleyball, picnic facilities, a community garden and a variety of walking trails.



Ernest Kolbe informational signage

## MASTER PLAN APPROACH

The community has utilized Memorial Park for generations and knows it as a place to recreate, to hold civic events, to cherish natural areas and to honor its history. The Master Plan reflects these traditions and seeks to support and expand the unique qualities of the park and community.

The Master Plan seeks to balance the community's current needs and identify areas and activities for the future. Based on in-depth dialogue with the community, the Master Plan establishes a balance of passive and active recreation, seeks low cost- high return improvements, identifies revenue generating activities and provides a high quality recreational experience for the community..

Wilsonville is a growing community outpacing many communities in the Metro area. The city's demographics are also evolving, bringing increased need to provide new types of activities in the park. The plan's improvements were derived through collaboration and the best thinking of citizens and stakeholders to truly reflect community interests and enhance the character of the park for generations to come.

Key components of the plan include: increasing trails, embracing the river, balancing passive and active recreational opportunities, balancing natural preservation with recreation, providing field sports for the growing population, and providing alternative recreational opportunities..



Existing Off-leash Area



Existing Walnut Grove



Existing Off leash Area

## SUSTAINABLE DEVELOPMENT AND CARE

The City seeks to be sustainable in its development practices and effective in its use of funding . The Master Plan reflects this approach in retaining significant components of the park and making improvements rather than wholesale change. Over the life of the park, a primary resource-consuming element is the maintenance. The replacement, repair and general upkeep of facilities, equipment, lighting, lawn, planting, paving, and other elements are a long-term cost. The Master Plan establishes a framework for Memorial Park that can be constructed efficiently and sustainably, improves the environment health of its natural resources, and can be effectively maintained over the long term.



Existing dock



Existing play area and ballfield access path

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# III. PUBLIC INVOLVEMENT

## COMMUNITY INVOLVEMENT

The combination of stakeholder interviews, public meetings, discussions with the city and interaction through the City's website have guided the development of the Master Plan. A series of Open Houses employed a variety of engagement methods to reach people of all ages, backgrounds and walks of life. To identify the appropriate mix of uses, revenue generating resources, and sequence of future improvements, the community engaged in a dialogue that examined the current park and determined aspirations for the future. Key groups included: The City's parks and recreation, engineering and natural resources departments, neighbors and concerned citizens, and user groups such as sports leagues, dog owners, and other citizen groups.

## STAKEHOLDERS

The design team conducted a series of stakeholder interviews with community members identified by the City. Stakeholders include a range of groups and leagues who actively use sports fields as well as groups that passively use the park. These conversations enabled the project team to learn directly from people most connected with the Park. Meeting notes were produced and are provided in the appendix. Key components identified by stakeholders that the master plan should consider were:



Public open house

- \*Updating ball fields for extended use and programming flexibility
- \*Increasing parking quantity and quality
- \*Improving rest room facilities
- \*Exploring the potential for concessions
- \*Addressing security concerns
- \*Exploring covered court sports
- \*Providing accessible trails.

## PUBLIC OPEN HOUSES

The open houses began with a presentation of the findings to date followed by facilitated conversations with the public about their aspirations for the park and challenges and opportunities the park provides.

### PUBLIC OPEN HOUSE ONE

The first public open house took place on November 5th, 2014 where the design team presented current conditions of the park, site analysis, and key considerations. Various diagrams of the park were presented describing contextual relationships, regulatory and environmental overlays, circulation, access, time of year field use, and existing environmental areas. A list of potential program elements was also presented to gauge interest in various recreational activities. This analysis generated a discussion with citizens about potential new activities and improvements to the park that would serve both current and future needs of the community. Key points identified during the first public open house included:

- Desire to Increase flexibility of ball fields
- Enhancing connections to the river
- Maintaining privacy to adjacent neighborhoods
- Safety
- Increasing trail types and accessibility
- Increasing pickleball and skateboard opportunities
- Clarifying vehicular and pedestrian circulation
- Improving parking
- Increasing seating opportunities
- Improving accessibility throughout the park
- Enhancing passive recreation
- Embracing the park's history

### PUBLIC OPEN HOUSE TWO



Public open house

The information gathered through stakeholder meetings, input from the parks department and other city officials, and synthesized from group discussions in the first open house directed the development of three concepts presented at the second public open house on December 14th, 2014.

The three concepts provided a variety of configurations of new recreational elements and improvements to existing facilities that considered present and future needs. The concepts were presented to the group, including the pros and cons of each configuration. Community members and the design team then discussed the merits of the three different concepts. Robust conversations from community members regarding each concept provided the design team with invaluable insight. Balancing passive and active recreation and natural area preservation were identified as important elements when considering new recreational opportunities. Additional key points identified during the second public open house included:

- Provide Visual access to the river, not physical access
- Minimizing the removal of trees
- Improving Memorial Drive crossing
- Balancing passive and active uses
- Maintaining the park's current vegetated buffers at it

edges

- Providing light watercraft access
- Providing a variety of trails
- Exploring the use of synthetic turf fields

### **PUBLIC OPEN HOUSE THREE**

The final open house took place on February 18th, 2015. Community input from the previous two open houses, interaction through the city's website, and an online survey that generated over 600 responses from the citizens directed the design of the preferred Draft Master plan, where desired components of the three concepts were synthesized into a single plan. Similar to previous open houses, the preferred draft master plan was discussed in an open public format with community members. Valuable community input was received for further refinement of the draft plan. Key points identified during the third open house include:

- The Dock is busy during summer, light watercraft will add to busyness
- The Regional trail alignment along the west side of the park was preferred
- Retaining existing trails adjacent to the river is desired
- Maintain field #5 for girl's softball and young users
- The Disc golf course size is family friendly, not sized for advanced players
- Synthetic fields as shown is preferred
- Providing storage for ball field equipment

## ONLINE SURVEY

Over 600 community members participated in an online survey developed by the Wilsonville Parks and Recreation Department. Those who responded represented a broad cross section of the Wilsonville community, providing valuable perspective as to how the community uses the park currently and their vision for Memorial Park's future. The survey consisted of 10 questions illuminating the demographics of users, popular current park uses and desired future park uses. Key demographics uncovered by the survey include: park users are a mix of ages, majority arrive by car, 40% use the park weekly, with the highest use on weekend afternoons and weekday evenings. The highest existing uses of the park are sports fields, trails, playgrounds, and Murase plaza. The most desired uses are river access and river views, watercraft launch, and sports fields.

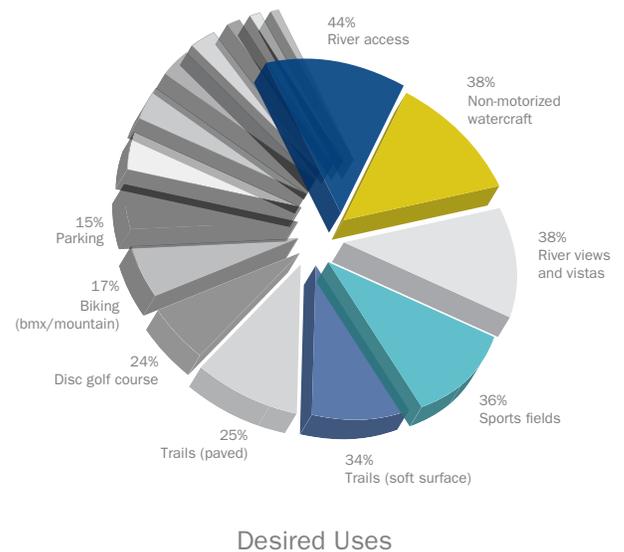
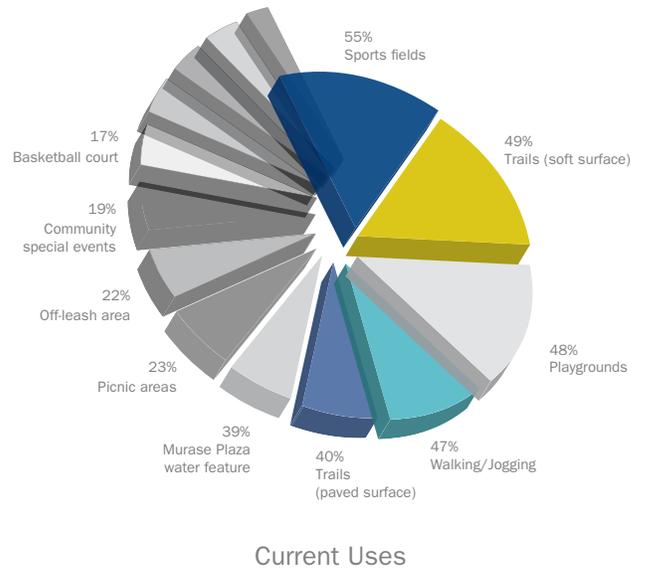


Figure 2 - SURVEY RESULTS: CURRENT AND DESIRED USES

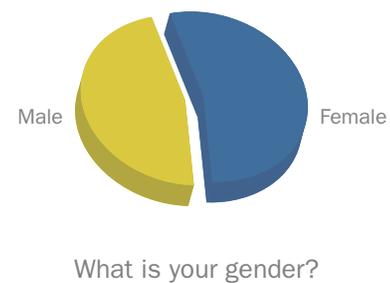
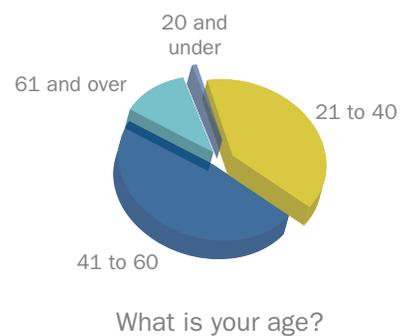
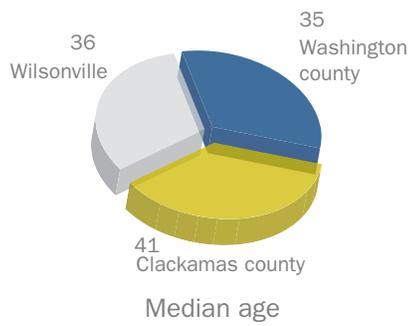
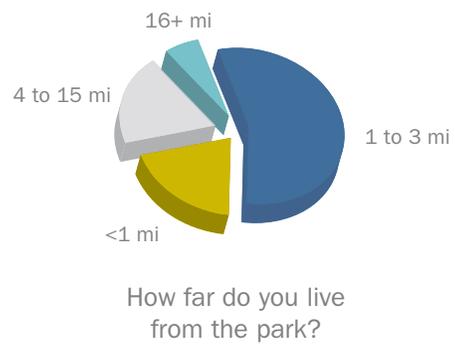
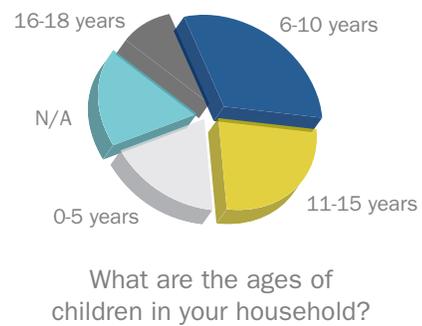
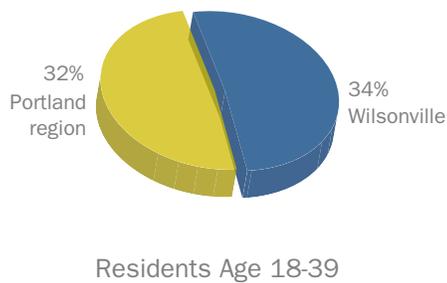
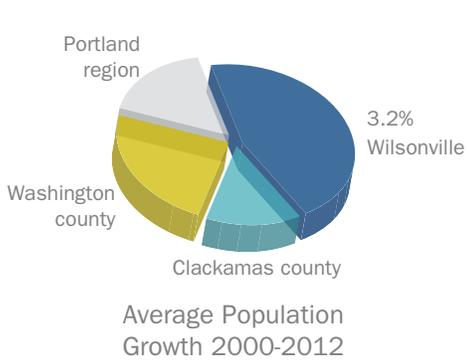


Figure 3 - SURVEY RESULTS

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# **IV. SITE ANALYSIS**

## **SITE ANALYSIS**

Prior to the first public open house, the design team conducted an extensive site analysis process that examined the existing conditions of Memorial Park. This included researching documentation and previous planning efforts, site visits to review park conditions, data gathering using geographical information systems (GIS), and mapping existing physical attributes. The site analysis phase included reviewing and documenting existing elements, uses, circulation, vegetation classifications, topographical, and architectural elements present in the park. Additionally, the design team worked with the Wilsonville Parks and Recreation Department to understand the existing uses of the park to understand how the events, rentals, sports fields, and other facilities currently function.

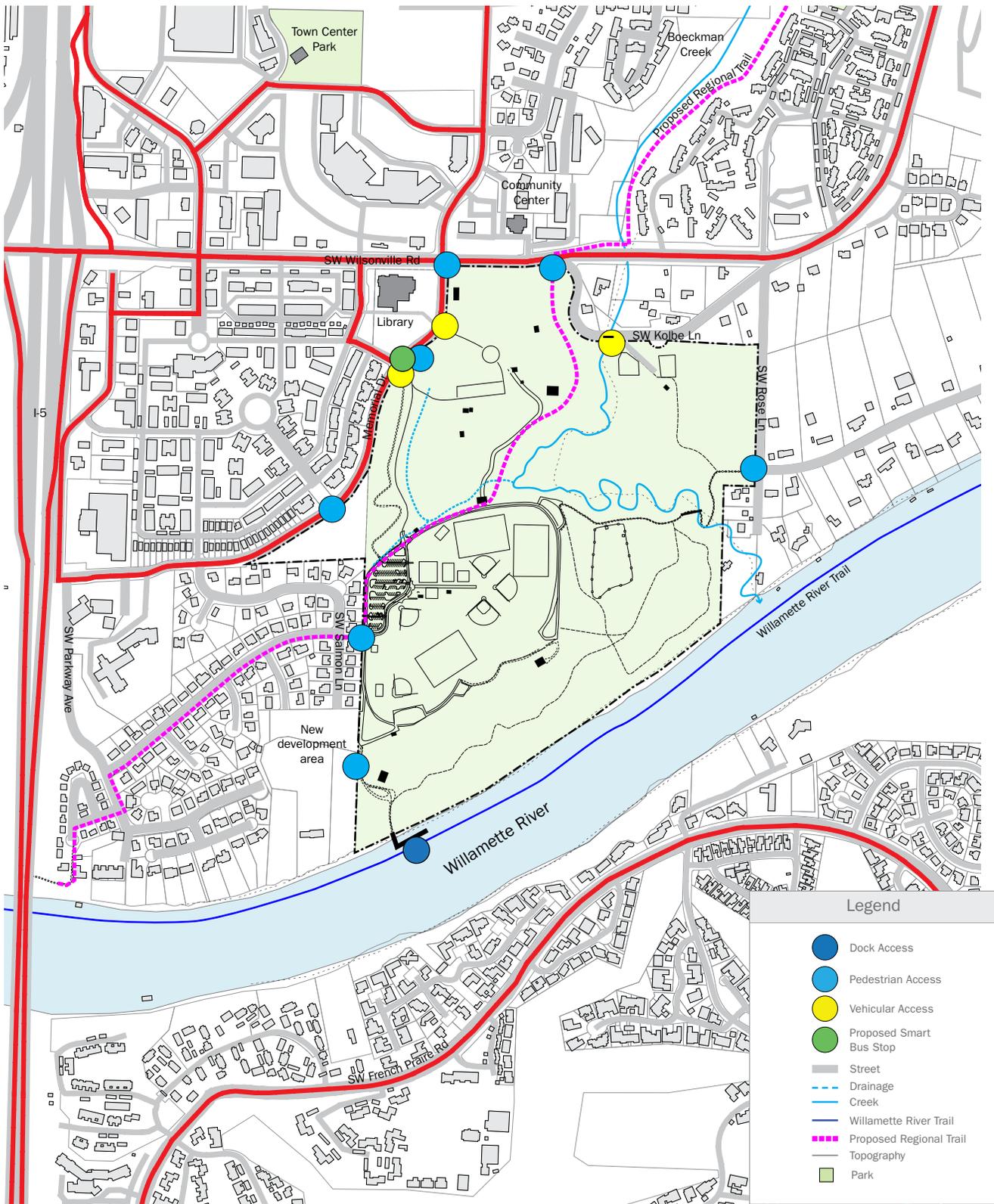


Figure 4 - **CONTEXT ANALYSIS**

The interface between Memorial Park and adjoining communities is important for providing safe and efficient access by different modes of transportation. The context analysis diagram highlights the existing types of access points and prominent circulation routes to and through the park.

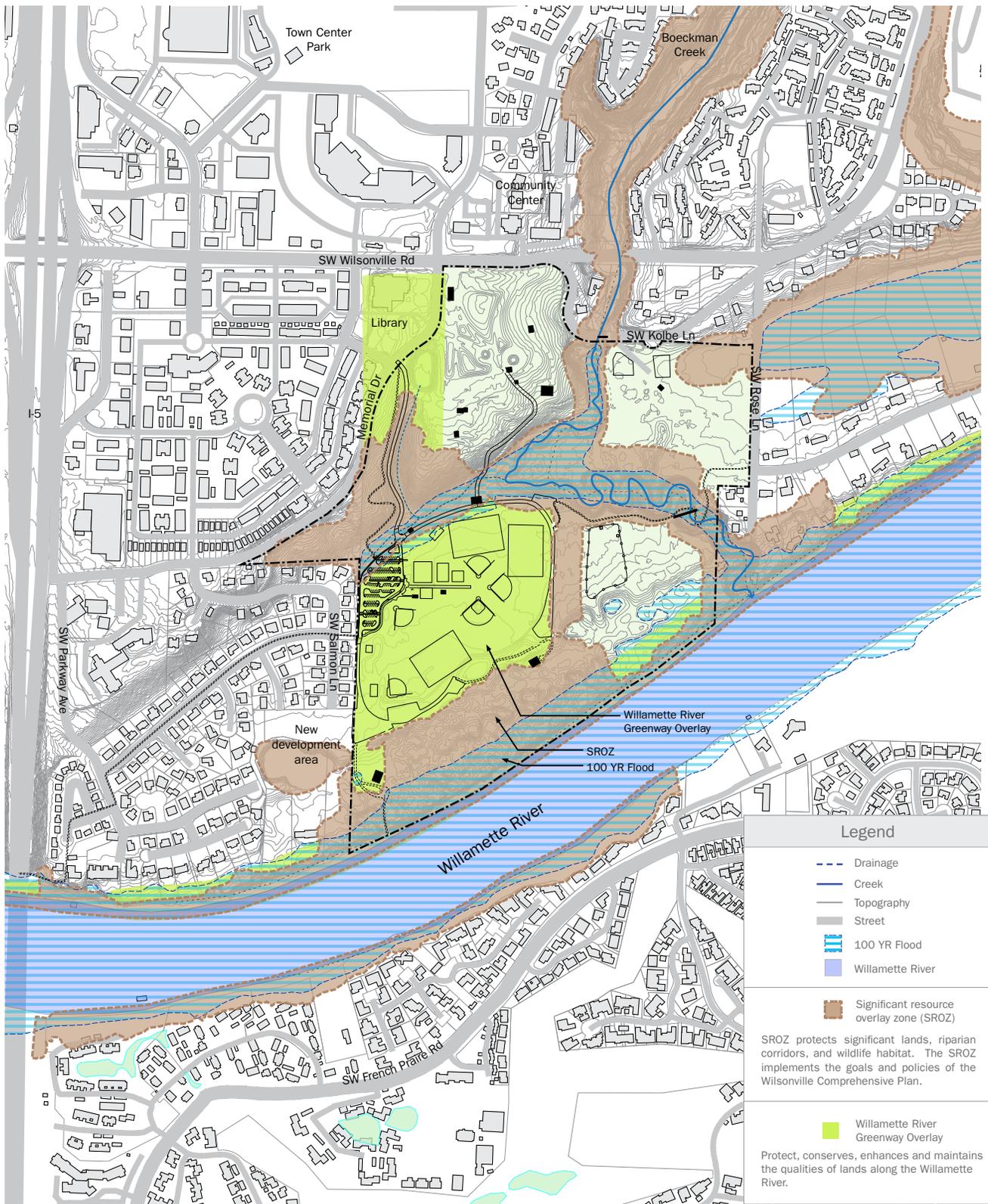


Figure 5 - REGULATIONS

Regulatory overlays provide development guidelines to protect and enhance natural areas and those adjacent to the Willamette River. The diagram maps the overlay zones that effect development within the park. These include the 100 year flood plain, Significant Resource Overlay Zone (SROZ), and Willamette River Greenway Overlay.

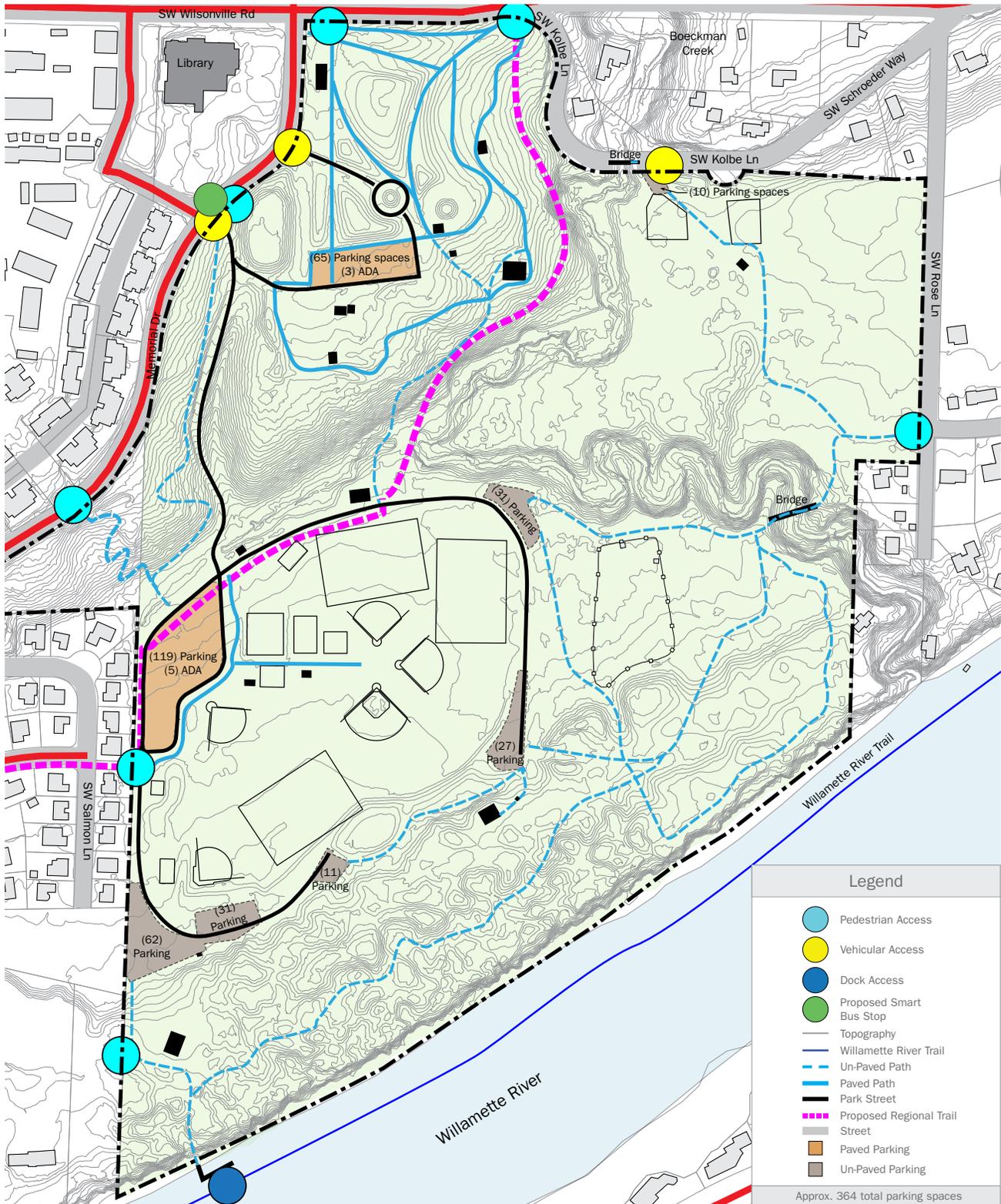


Figure 6 - **CIRCULATION**

Cohesive circulation throughout the park is important for safety, emergency access, user access, and way finding. The diagram maps existing locations and types of access, streets, paths, and trails. Parking lot locations and quantity of spaces are shown.

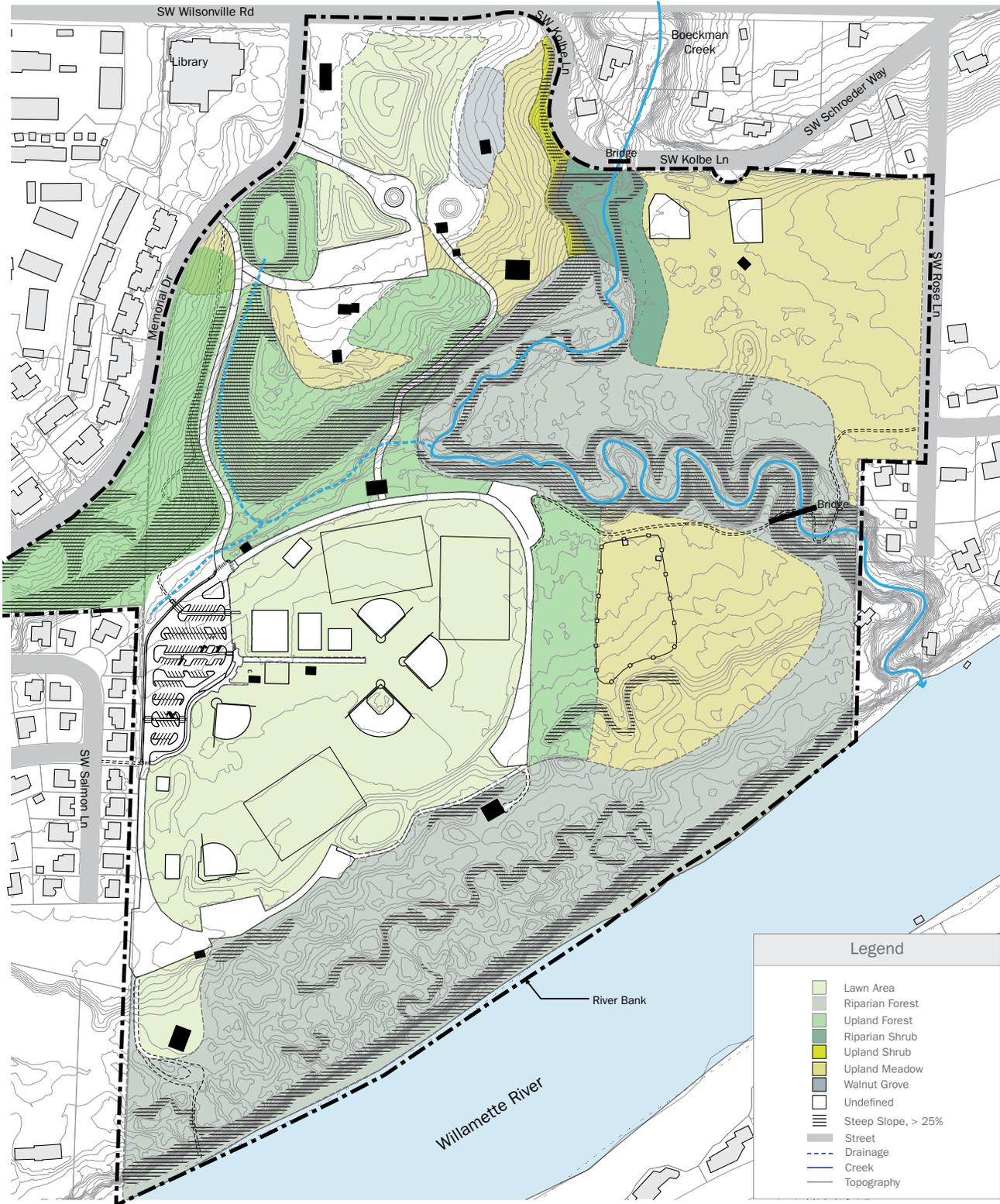
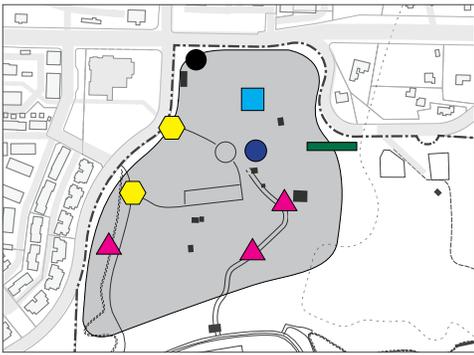
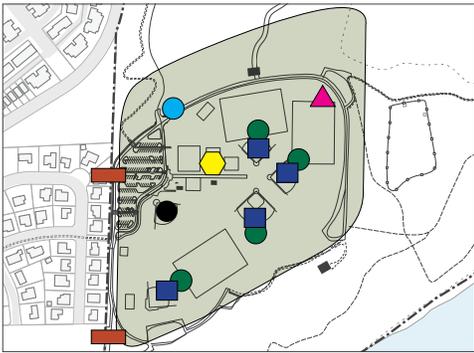


Figure 7 - VEGETATION

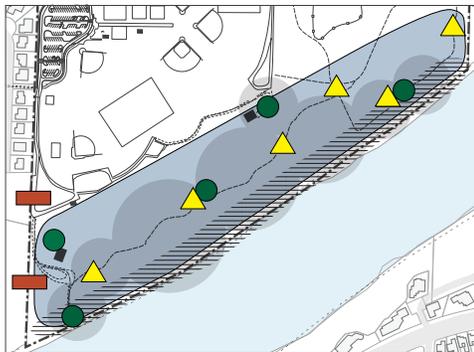
Natural areas are valuable resources within Memorial Park. The diagram indicates different vegetation zones, ranging from lawn areas to significant riparian forests. Steep slopes and drainages including Boeckman Creek and the Willamette River are also shown.



- MURASE PLAZA**
- High Use Area
  - Under-Utilized Amphitheater
  - ▲ ADA Accessibility Challenges
  - ⬡ Confusing Vehicular Access
  - Possible Connection to East Side
  - Safety and Play Value Improvements



- WEST**
- Lighting Improvements at Field #4
  - Pump Station Re-Location- Planned
  - ▲ Drainage and Irrigation Equipment Conflict
  - ⬡ Desire for Expanded Recreational Opportunities
  - Sports Field/Portable Fencing Improvements
  - Desire for Infield Expansion
  - Neighborhood Proximity Concerns



- RIVERFRONT**
- ▨ Possible River Access
  - Security and Safety Concerns
  - ▲ Trail Improvements
  - ADA Accessibility Challenges
  - Neighborhood Proximity Concerns



- EAST**
- ▨ Available Area for Possible Use
  - Community Garden Expanding to 120 Plots
  - Off-leash Area Maintenance
  - Parking Quality and Location
  - ▲ Limited Pedestrian Access From West Side
  - Natural Areas Benefits

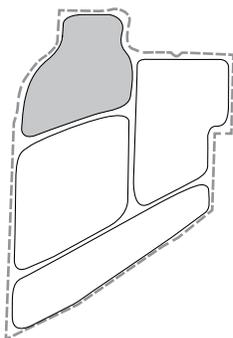
**Figure 8 - CONSIDERATIONS**

These diagrams indicate elements requiring consideration during the master planning process. The considerations are highlighted per area (Murase Plaza, West, Riverfront and East). Issues such as access, security and safety, connections, and opportunities and constraints are included.

Park Amenities										
Boomer Furry Park										Soccer Fields
Canyon Creek Park										Baseball/Softball Fields
Courtside Park										Basketball Court
Edelweiss Park										Sand Volleyball
Engelmann Park										Tennis/Pickleball
Graham Oaks (METRO)										Skate Park
Highway Wood										Childrens Play Area
<b>Memorial Park</b>	*	*	*	*	*	*	*	*	*	<b>Interactive Water Feature</b>
<b>Murase Plaza</b>	*	*	*	*	*	*	*	*	*	Off Leash Dog Area
Palmer Park										Walking Trails
Park at Merryfield										Barbecue Grill
Picadilly Park										Picnic Tables
River Fox Park										Public Restroom
Sofia Park										Ramtable Shelter
Town Center Park										On Site Parking
Tranquil Park										
Water Treatment Plant Park										
Willow Creek - Lendover Park										

Figure 9 - WILSONVILLE PARK SYSTEM AMENITIES

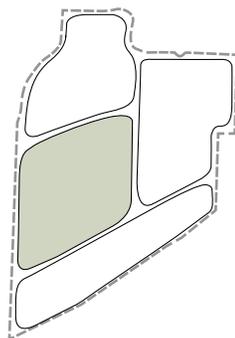
The diagram of Wilsonville’s park system indicates park amenities present in each park. The diagram highlights the importance of Memorial Park and Murase Plaza in providing recreation for the community.



**MURASE PLAZA**

8.5 acres lawn  
13.5 acres forest

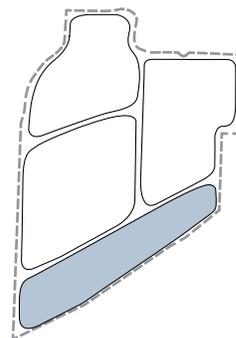
- Water Play
- Walking / Running
- Picnic
- Playground
- Biking
- Stein-Boozier Barn



**WEST**

19.8 acres lawn  
6.8 acres forest

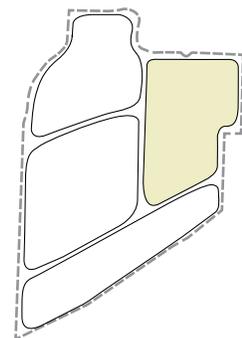
- Baseball / Softball
- Soccer
- Flag Football
- Ultimate Frisbee
- Sand Volleyball
- Tennis
- Pickleball
- Basketball
- Skateboarding
- Walking / Running
- Horseshoes
- Biking



**EAST**

16.9 acres forest  
15.1 acres meadow

- Walking / Running
- Biking
- Community Garden
- Wildlife Viewing
- Dog Park



**RIVERFRONT**

0.8 acres lawn  
23.5 acres forest  
2.6 acres meadow

- Events at Shelters
- Walking / Running
- Biking
- Movie nights (4) at River Shelter
- Boating
- Fishing

Figure 10 - MEMORIAL PARK AMENITIES

The diagrams show approximate acreage of lawn, forest, or meadow in each region of the park. Existing amenities, passive and active uses of each region are listed.

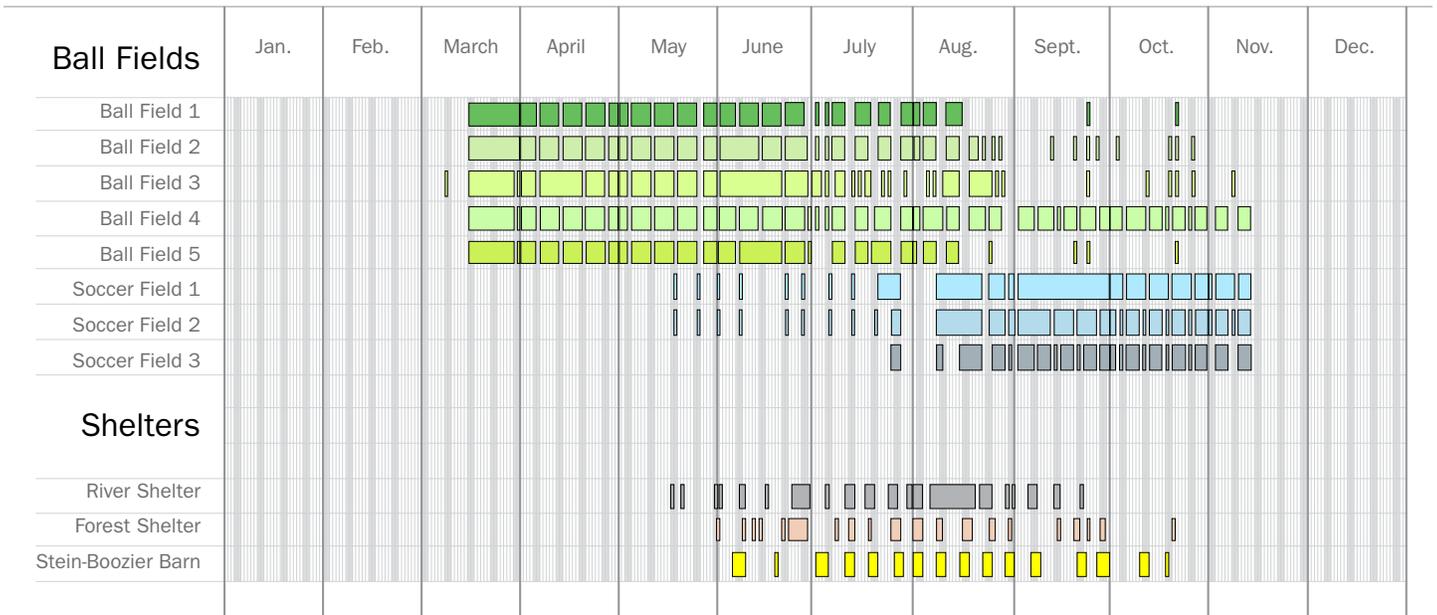


Figure 11 - BALL FIELD AND SHELTER TIME OF USE

Two primary programmatic components of Memorial Park are ball fields and rentable shelters. The diagram displays their time of use during 2014 and indicates the intensity of use in the summer months.

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# V. INITIAL CONCEPTS

## CONCEPT OPTIONS

With the site analysis, community comments and input from city's Parks and Recreation department, the team prepared three alternative concepts to illustrate potential options for Memorial Park. The concept plans proposed a range of recreational opportunities in a variety of locations with a diversity of ways to treat active and passive uses in the park. The options also varied regarding the impact of development to existing park features. Several improvements were common in all three concepts.

## IMPROVEMENTS CONSISTENT TO ALL CONCEPTS

- \*Improved safety of the intersection at Memorial Drive and Public Library access road.
- \*Terraced seating at Murase Plaza fountain
- \*Improved amphitheater area with terraced seating at Murase Plaza
- \*Provide accessibility to Stein-Boozier Barn and upgrade the barn's exterior spaces.
- \*New path from Murase Plaza east across the existing pedestrian bridge off Kolbe Lane.
- \*Maintain River Shelter and Forest Shelter locations.
- \*Improve clarity of trail system.
- \*New parking lots to south and east of ball fields with restroom facilities
- \*Relocated skate spot northeast of ball fields
- \*Improve ball field traditionally wet areas and various infield and outfield maintenance issues. Fields lighted.
- \*Enlarged Community Gardens
- \*Relocated off-leash dog area
- \*New Vegetated buffers at West and East neighborhoods.
- \*Preserve and enhance natural areas.



Figure 12 - Concept Option 1

### CONCEPT OPTION 1

- \*Regional trail eastern alignment
- \*Infields enlarged at Ball fields 1,2,3
- \*Ball field 5 removed
- \*Maintenance Barn converted to rentable Picnic Shelter, new maintenance building at upper maintenance facility yard
- \*Additional pickle ball courts and basketball courts
- \*Four overlooks at riverbank with views to the river
- \*Arboretum with walking trails at southeast area of the park
- \*New parking lot off of Kolbe Lane with Community Gardens, off-leash dog area and Restroom
- \*9 hole disc golf course in the northeast area of the park



Figure 13 - Concept Option 2

### CONCEPT OPTION 2

- \*Regional trail western alignment
- \*Infields enlarged at Ball fields 1,2,3
- \*Ball field 5 shifted east
- \*Bike pump track and skills course at northeast corner
- \*Small meadow openings along river trail
- \*Three overlooks at riverbank with views to the river
- \*Light watercraft drop off and launch at existing dock
- \*Additional pickle ball courts with covered structure
- \*Off-leash dog area near east parking lot
- \*9 hole disc golf course in the southeast area of the park
- \*New parking lot off of Rose Lane with Restroom



Figure 14 - Concept Option 3

### CONCEPT OPTION 3

- \*Regional trail western alignment
- \*4 new enlarge ball fields with soccer field overlay
- \*Re-aligned park road at ball fields
- \*Enlarged existing parking lot at ballfields
- \*Court sports, ball field restroom and play area moved southwest
- \*Maintenance Barn converted to rentable Picnic Shelter, new maintenance building at upper maintenance facility yard
- \*Additional pickle ball courts
- \*Large beach area with meadows, a shelter with restrooms, large lawn area, beach volleyball and large views to the river
- \*Three overlooks at riverbank with view shed to Willamette River
- \*Two soccer fields east of existing ball fields
- \*Bike pump track and skills course south of new soccer fields
- \*Wetland and Meadow Gardens and trails
- \*New parking lot off of Rose Lane with off-leash dog area and Restroom

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# VI. PREFERRED OPTION

## MASTER PLAN

The Master Plan (Figure 15) is a result of desired elements of the three concepts, guided by community input from open houses and other citizen input, interaction with stakeholders, the online survey and direction from the Wilsonville Parks and Recreation Department. The Master Plan depicts the proposed layout and location of new amenities, existing facilities to remain and existing facilities to be improved.

Specific attention has been given to clarifying the vehicular and pedestrian access into the park. The parks circulation system has also been enhanced by defining a clear trail hierarchy consisting of major, minor and secondary trails creating a variety of loop walk options guiding users through a series of habitat types.

Active recreation remains the focus of the western portion of the park. The sports fields are updated to provide for programming flexibility, year around use and safer field conditions. Additional court sports are included in response to growing popularity of pickle ball and the communities need for additional tennis courts. Memorial Parks mission as a regional park is to serve a broad range of traditional and alternative recreational needs. New uses such as a bike pump track and disc golf course continue the mission by introducing activities the city does not currently have in the park system.

Passive recreation is also a large part of the current and future of Memorial Park. Interconnected walking trails move visitors through a variety of environments. A future regional trail is planned to connect through the park. A new light watercraft launch provides the public with a means of interacting with the Willamette River and river trail. Community gardens, off-leash dog area, picnic areas and disc golf provide additional passive opportunities

Emphasis was given to the preservation and enhancement of the natural environment. Dense mature stands of upland and riparian forests are maintained with low impact walking trails guiding visitors through. Park amenities have been kept away from Boeckman Creek and its riparian corridor. Open meadows with historically significant specimen trees have been protected. Views to the Willamette River have been provided at key overlook areas to visually connect to the river.





Figure 16 - **ENVIRONMENTAL PLAN**

The plan calls for protection and enhancement of significant natural resource areas. The Boeckmen Creek riparian corridor, forest, and meadow areas are maintained beyond the large active gathering areas such as sport fields and playgrounds.

## PARK AREAS

For clarity, the master plan is discussed in four areas: Murase Plaza, West, Riverfront, and East to provide detail of the park spaces, character, composition and relation to adjacent elements and the neighboring community.

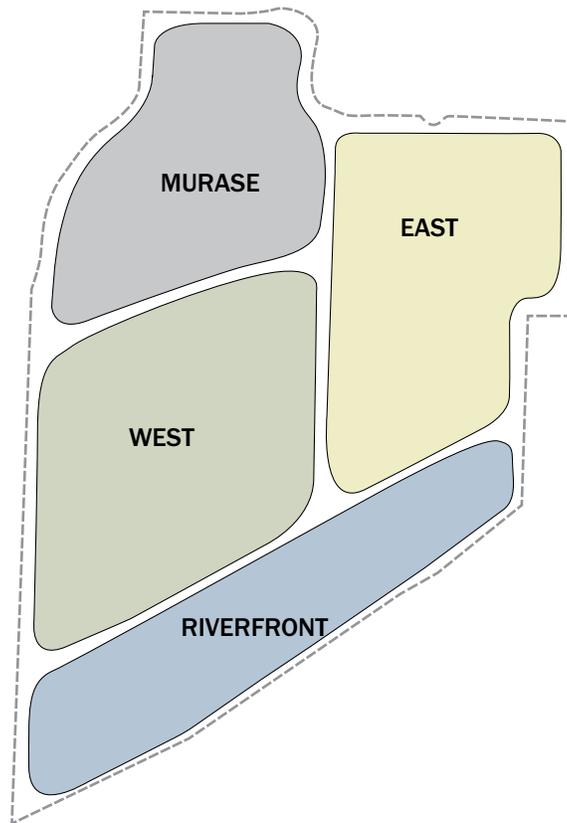
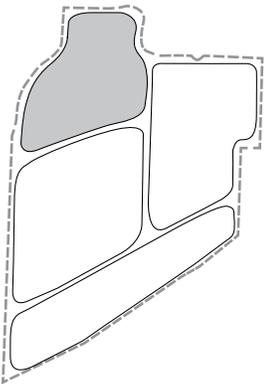




Figure 17 - MURASE PLAZA AREA ENLARGEMENT



Murase Plaza Area

- ① New Terraced Seating
- ② Updated Amphitheater with Stage
- ③ New Regional Trail
- ④ New Playground
- ⑤ Maintenance area with New Maintenance Building
- ⑥ Stein-Boozier Barn
- ⑦ New Accessible Route to Stein-Boozier Barn
- ⑧ New Gathering Space
- ⑨ New Trail from Parking Lot
- ⑩ New Trail to East with Stairs
- ⑪ Boeckmen Creek
- ⑫ Existing Parking Lot
- ⑬ Existing Walnut Grove
- ⑭ Existing Covered Picnic Area
- ⑮ Existing Pedestrian Bridge
- ⑯ Improved Pedestrian Crossing



Existing Amphitheater- Opportunity for Improvement



Grass Berm - Opportunity for Terraced Seating



Existing Walnut Grove to be Preserved



Stein-Boozier Barn - Access Improvements

## MURASE PLAZA

Operating as the ‘front porch’ of Memorial Park, Murase Plaza is cherished and highly used. Improvements are proposed for the Murase Plaza area to enhance its functionality, character, and preserve historical and natural elements.

## SEATING AND AMPHITHEATER

Increased seating has been requested by the community adjacent to the existing water feature at Murase Plaza (1, figure 17). The grass knoll southeast of the water feature provides an opportunity for terraced seating that will serve demand during peak use. Improvements to the existing amphitheater are provided including re-grading of the land to create terraced seating that accommodates 200 people for small performances and events (2, figure 17). The stage area is improved to support small performances such as musical groups or children’s theater while the existing walnut grove beyond is maintained as a beautiful natural backdrop.

## EXISTING FACILITIES AND CIRCULATION

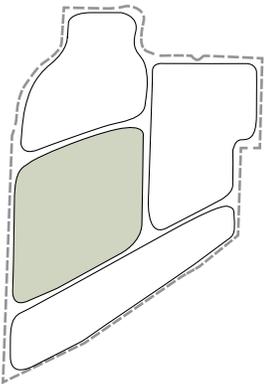
The existing parking lot, entry drive, bathrooms, playground, picnic shelters, and Stein-Boozier barn will remain in place. Access and circulation are improved. (16, figure 17) Improvements to the intersection at Memorial Drive and Library entrance provides for a safer access point to the park. A trail and stairs connecting Murase Plaza to the East side of the park is proposed (10, figure 17). The connection to the East side will utilize the existing pedestrian bridge, increasing access to the eastern parks amenities. A new regional trail alignment is planned, weaving from northeast to southwest and connecting Murase Plaza to the lower park areas (3, figure 17).

## STEIN-BOOZIER BARN

A small accessible parking area off the existing parking lot connects to a new path providing universal access the Stein-Boozier barn. The barn also receives improvements to the gathering spaces on the north and south sides, accommodating revenue generating events such as weddings and corporate events. These improvements include upgraded surfacing, additional seating and planting.



Figure 18 - WEST AREA ENLARGEMENT



West Area

- 1 New Regional Trail
- 2 New Picnic Shelter with Restroom
- 3 New Pump Station
- 4 New Skate Spot
- 5 New Parking
- 6 Restroom Improvements
- 7 New Nature Based Play
- 8 (2) New Tennis Courts
- 9 (2) Existing Tennis Courts
- 10 (2) New Covered Pickle Ball Court
- 11 (2) New Uncovered Pickle Ball Courts
- 12 Update shelter with new Concessions
- 13 New Synthetic Turf Soccer
- 14 New Synthetic Turf Ballfield
- 15 Natural Turf Soccer and Ballfields
- 16 Open Lawn
- 17 Basketball Court, (1) full court and (2) 1/4 courts
- 18 Sand Volleyball Court
- 19 Boeckmen Creek
- 20 Existing Parking
- 21 New Vegetated Buffer
- 22 New Synthetic Turf Area
- 23 Existing Play Area with new perimeter fence
- 24 Multi-use path with emergency / service access
- 25 Forest Shelter Improvements



Existing Ballfield



Pickleball Example



Sand Volleyball Example



Nature Play Example

## WEST AREA

The West area of Memorial Park contains major programmatic elements including ball fields, open lawn, parking, play areas, court sports and shelters.

## SPORTS FIELDS

Ballfields 1,2,3,4 remain in their current locations. Ballfield 5 shifts to the east, sharing space with the open unprogrammed lawn space. The fields are significantly updated with lighting, dugouts, backstops, foul ball protection and seating improvements. Portable outfield and foul territory fencing provides flexibility at all fields to efficiently switch sports of field sizes. Ballfields 1 and 2 are upgraded to synthetic turf with drainage below, increasing the usability of the fields in terms of scheduling efficiency and seasonal extension (shown as dark colored turf, Figure 18). The synthetic turf area is extended beyond the fields to the northeast providing a flexible use/warm up space. The remaining fields and open lawn space, likely renovated, will remain natural turf.

## SPORTS COURTS

Two existing tennis courts remain in place with two new courts to the north. The courts are striped for pickleball use as well. A total of 4 pickleball courts are provided. A covered spectator seating area with bleachers allows spectators to watch tennis or pickleball, with two pickleball courts sheltered from the elements. A concession building is proposed near the court sports and ball fields (12, Figure 18). The concession building has covered seating areas and can be used as registration and ceremony space for events. On the south side of the open lawn area an improved basketball court and sand volleyball court are proposed.

## PLAY

The existing play area adjacent to the primary pedestrian corridor will remain and be upgraded with child security fencing (23, figure 18). A nature based play loop is incorporated offering children an alternative play experience integrated into the parks mature forest (7, figure 18). A new skate spot is located the east of the access road for safety and surveillance (4, figure 18). The skate spot is designed specifically to preserve mature trees, integrating them into the skate area.



Future Picnic Shelter with Restroom



Paved Path Example



Existing Parking Lot

## STRUCTURES

Several new structures are proposed: (1) new restroom (6, figure 18) at the eastern parking lot, (1) shelter with concession at sports fields, and a new lift station to be installed . Existing facilities that will remain in place and receive upgrades to accommodate new use/capacity include: Rest room at sports fields (6, Figure 18), and existing maintenance barn to be converted to rentable picnic shelter (2, Figure 18). The Forest shelter will receive improvements to it's structure as well as site improvements including removing the berm to visually and physically to provide greater connectivity to the ballfields

## TRAILS

Several trail types are proposed. The paved regional trail connects to the west into the adjoining neighborhood. A 12' major paved path runs along the southern edge of ballfields. The major path connects the two new parking lots together, providing emergency and service vehicle access as well as access to the lift station during a 100yr flood event. Soft surface trails connect to the major 12' trail. Bench seating is proposed intermittently along the regional trail and major trails.

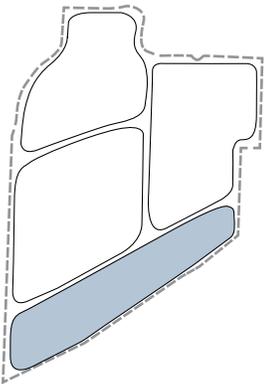
## PARKING

Parking is upgraded to include two new parking areas, accommodating 214 additional spaces. The existing paved lot is renovated at the north intersection to clarify park circulation. The new lots are strategically located to provide easy access to all park uses, to be safe, protect significant vegetation, and distribute parking.

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Figure 19 - RIVERFRONT AREA ENLARGEMENT



Riverfront Area

- ① River Shelter
- ② Improved Forest Shelter with Open Lawn
- ③ New Overlook with View Corridor
- ④ New Access Turnaround
- ⑤ New River Trail
- ⑥ New Secondary Trail
- ⑦ Updated Restroom with New Concession Building
- ⑧ Improved Gravel Access Road
- ⑨ New Light Watercraft Launch at Existing Dock
- ⑩ New Vegetated Buffer
- ⑪ New Parking Lot
- ⑫ Top of Bank
- ⑬ Existing Dock



Light Watercraft Launch Example



Existing River Shelter



Existing River Trail to be Improved



Overlook Example

## RIVERFRONT AREA

Proposed enhancement to Memorial Park's riverfront were influenced by the communities desire to better connect to the Willamette River. Proposed improvements enhance the natural areas and increase recreational opportunities along the river.

## WATERCRAFT ACCESS

A gated gravel access road (8, figure 19) south of the new parking lot provides vehicle access to a light water craft drop-off area and existing dock. The access road can be closed off as necessary to allow for program flexibility at the River shelter.

## SHELTERS

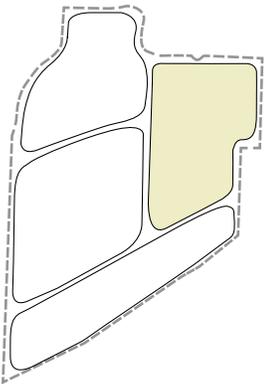
The River Shelter (1, figure 19) remains in place with the desirable open lawn and riparian forest surrounding it preserved. The forest shelter (2, figure 19) will also remain in its current location. Re-grading the near by mounds and steep slopes will provide increased visual access and security, increasing the physical and visual connection to the open lawn and ball field area. A new rest room and concession building (7, figure 19) is provided. The concession building serves dual purposes; a river-oriented concessions for revenue generation, possibly operated by a third party vendor, or a concession area serving various park events at the River shelter such as movie in the park.

## TRAILS AND OVERLOOKS

Trail circulation is clarified throughout the riverfront area for ease of way finding and trail identification. The primary river trail will be improved with gravel surfacing to reduce erosion and improve the walking surface. Minor trails and connector trails will remain soft-surfaced. The trail alignment and other trail improvements minimize disturbance to existing vegetation. Where possible trails are graded to meet accessibility requirements. Overlooks are provided adjacent to the river trail, located at the top of bank to maximize views to the Willamette River, while minimizing disturbance of the riparian forest (3, figure 19). Overlooks are planned to be stone walls with benches and sized for small groups.



Figure 20 - EAST AREA ENLARGEMENT



East Area

- ① New Parking
- ② New Restroom
- ③ New Bicycle Pumptrack with Skills Course
- ④ New 9 Hole Disc Golf Course
- ⑤ Boeckmen Creek
- ⑥ Vegetated Buffer
- ⑦ Relocated Community Garden Area
- ⑧ New Access Road
- ⑨ Relocated Off Leash Dog Area with Shade Shelter
- ⑩ Relocated Small Dog Area
- ⑪ Existing Well
- ⑫ New Pedestrian Access Point
- ⑬ Meadow
- ⑭ Wet Meadow
- ⑮ 12' Major Trail
- ⑯ Pedestrian Bridge



Bicycle Pump Track Example



Disc Golf Example



Existing Community Gardens



Existing Dog Park and Shelters

## EAST AREA

Within the East area the Master Plan seeks to balance passive and active recreation, maintain vegetated buffers to the adjoining neighborhood and protect and enhance the forests, meadows and significant vegetation.

## PUMP TRACK

The 14,000 square foot bicycle pump track and skills course (3, figure 20) is provided as an alternative sport with an ever growing popularity encompassing a large age range. Wilsonville does not currently have a pump track. The proposed track is sized for community use, positioned near parking and for surveillance and adjacent to the skate spot to share similar active park uses. Programmatically the track can be used for public events, potentially generating revenue.

## DISC GOLF

The 9 hole 5.6 acre disc golf area (4, figure 20) is located in a meadow area with large existing individual specimen and new trees. The course is sized for family play. Additional trees are proposed to be planted to enlarge the adjacent riparian forest and increase habitat value. Times of use are established to allow trails crossing the course to be enjoyed by all users at certain times of the day.

## COMMUNITY GARDENS AND OFF-LEASH DOG AREA

The 0.6 acre community garden (7, Figure 20), and 1.5 acre off leash area (9, Figure 18) and located off the new access road and parking lot (1, Figure 20) for ease of access and connection to the community. The community garden shift east out to take advantage of full sunlight and is minimally larger than existing to take into account increased users over time. The off leash area is similar size as existing, and includes fencing, re-using the current shade shelters and a small dog area.



Wet Meadow Example



Natural Area to be Preserved



Specimen Tree to be Preserved

## TRAILS

Trails are located throughout the east side ushering visitors through a variety of habitats types, including forest, meadow and wet meadow. a main 12' paved trail anchors the trail system providing for clear, understandable way finding. Several pedestrian access points are locating on the east side connecting the park to the neighboring community (12, Figure 20) and providing clear and direct access into the park.

## ENVIRONMENTAL

The master plan emphasizes the importance of preserving and enhancing existing natural areas and improving them via additional vegetation to increase biodiversity. Boeckmen Creek is preserved as a significant riparian corridor in addition to the strategic preservation of significant trees throughout the disc golf and pump track areas. A wet meadow is established in the north east corner of the park where seasonal inundation has been documented. Trails weave through various habitats to provide the public with the opportunity to partake in passive wildlife viewing and interpretive environmental education.

Memorial park currently has several locations where the city's Natural Resources Department along with community members have vegetated portions of the park. The master plan seeks to protect these areas where possible while transplanting disturbed vegetation to other locations within the park.

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## CIRCULATION AND ACCESS

The master plan clarifies the circulatory systems of the park for safety, ease of access, way finding, and recreational opportunities. The diagram illustrated the Master Plans vehicular access, circulation and parking. The dashed red multi-use path is for emergency and police access only.

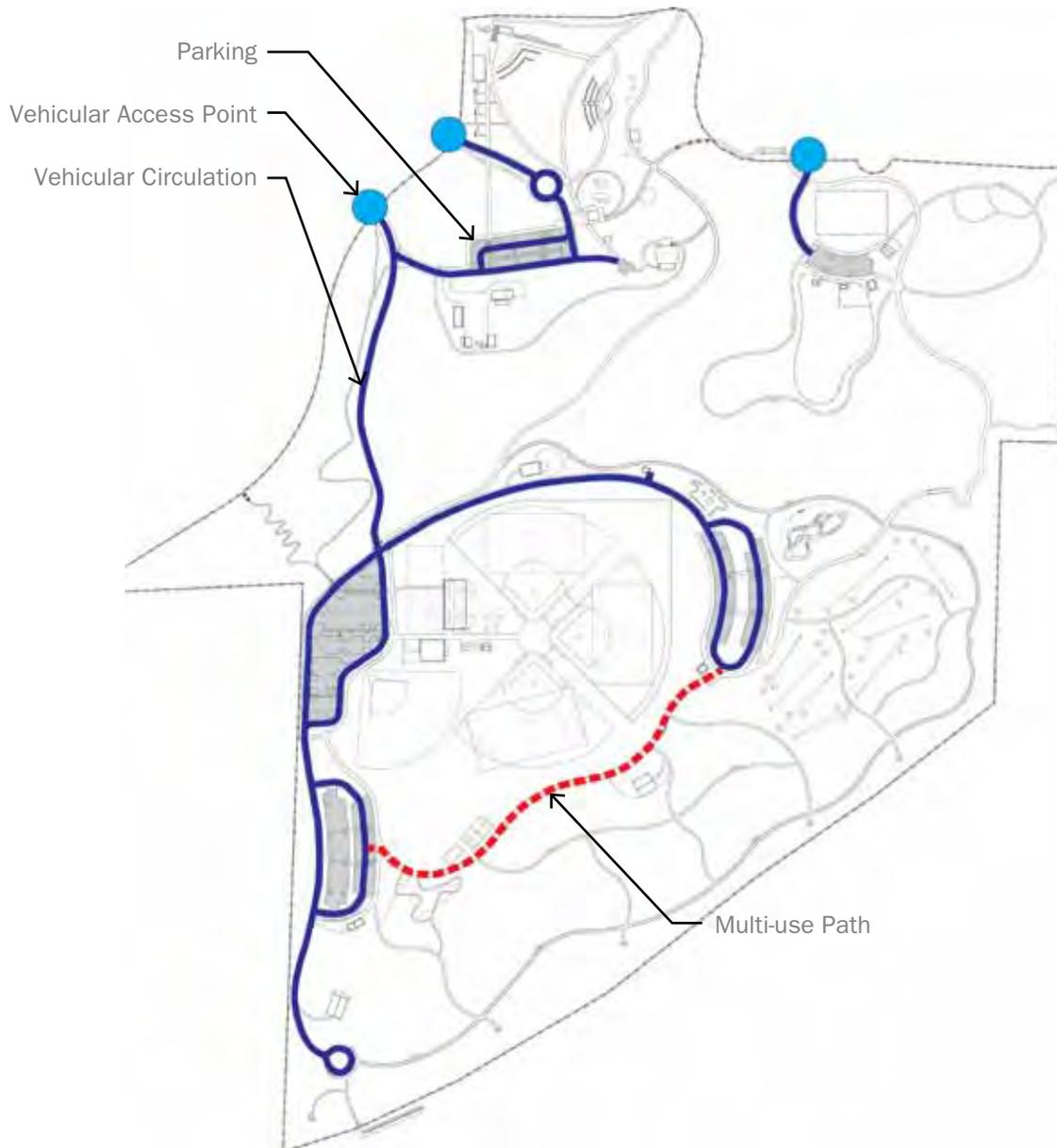


Figure 21 - VEHICULAR CIRCULATION AND PARKING

## TRAILS

The master plan includes three distinct trail types. The diagram illustrates the regional trail and major trails. The city currently plans to extend the regional trail North and West beyond Memorial Park. The regional trail is a 12' paved multi use path for bikes, pedestrians and emergency vehicle use. The regional trail is designed to take user to a variety of public spaces within Wilsonville. Major trails are paved 10' wide multi-use paths for bikes, pedestrians and emergency vehicle use. Utilizing the regional trail and major trails, park users can access all park amenities. Major trails are signed and may be color coded for ease of wayfinding. Major trails may also be named to reflect the environmental habitat they run through, such as a River Trail or historical figures significant to the park, such as a Homestead Trail.



Figure 22 - REGIONAL TRAIL AND MAJOR TRAIL

# TRAILS

The diagram shows loops utilizing only major trail, with the exception of the trail adjacent to the Willamette River. Loops may be color coded and signed to provide for casual walking loops or for events, such as cross country meets.

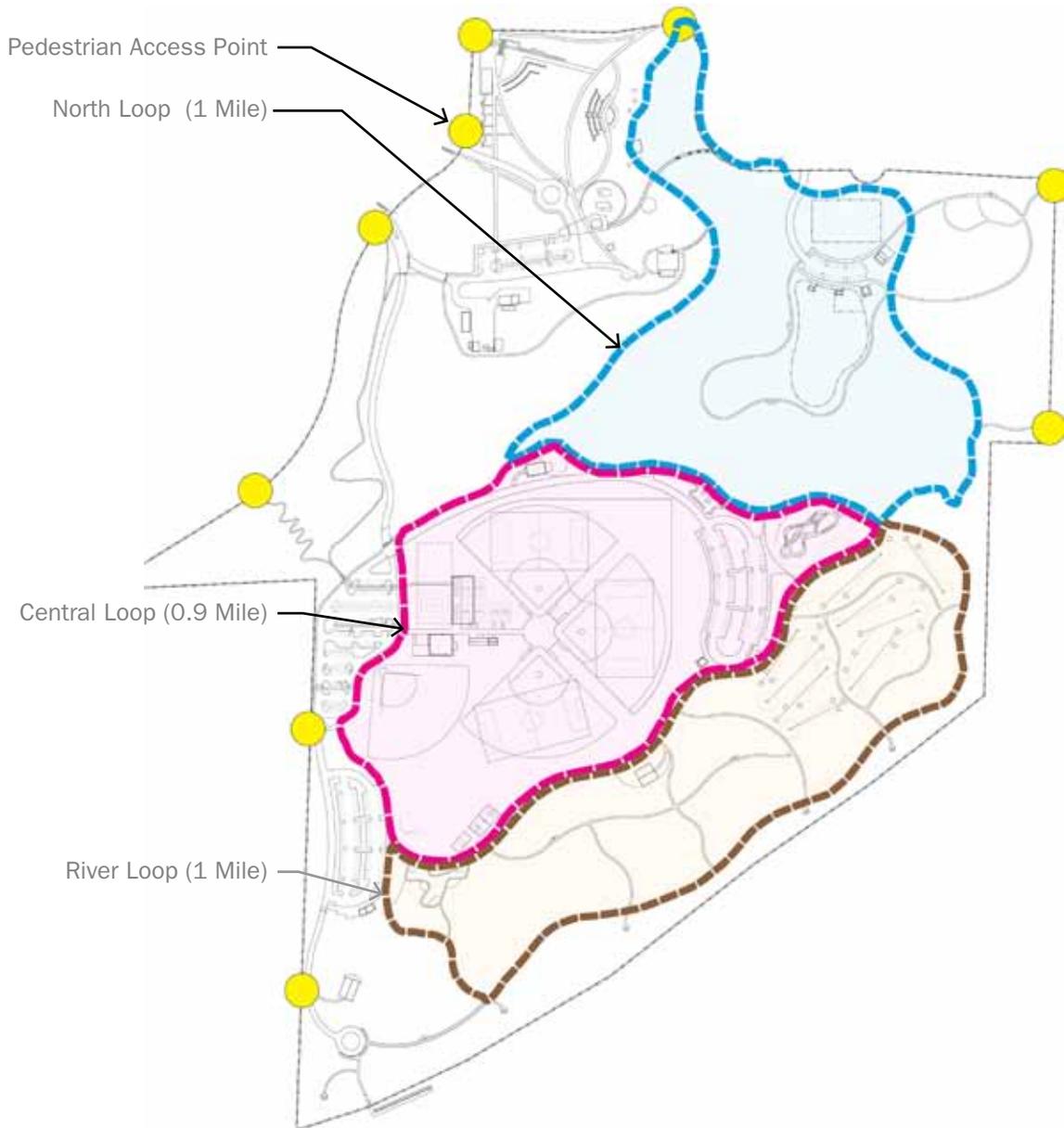


Figure 23 - MAJOR TRAIL LOOPS

## TRAILS

The diagram shows locations of secondary trails in addition to major trails, depicting the entirety of Master Plan's trail system. Secondary trails are 4-6' wide and serve as linkages to major trails and connections to adjacent neighborhoods. Secondary trails are paved or soft surfaced depending upon location within the park, accessibility desires, grading conditions and adjacent uses.

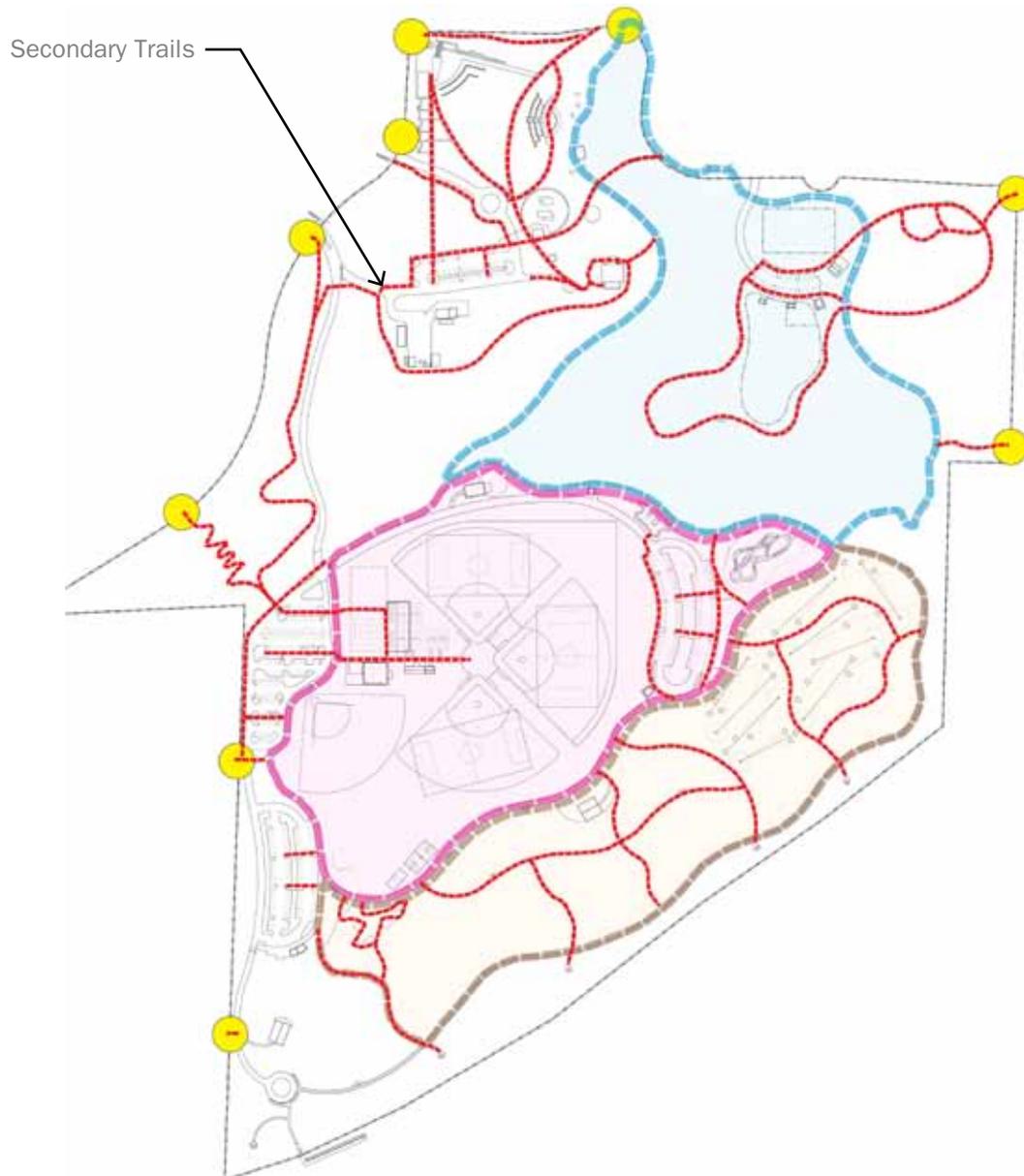


Figure 24 - **SECONDARY TRAILS**

## PRIORITIES

The following revenue, operations, maintenance and costing were explored during the Master Plan process to aid the Parks Department and City in determining priorities for future facility upgrades and park development outlined in the Master Plan. As the communities needs for recreational growth are considered, the financial information presented will assist city officials in determining budget allocation of park amenities to meet the recreational demands as well as provide baseline information to increase current revenue potential.

## REVENUE AND OPERATIONS

As part of the Master Plan update, the team reviewed revenue and operation expenses of the current park and for the proposed Master Plan of the park. The full study of park revenue scenarios and potential operation expenses is included in the appendix.

## PARK REVENUES

The study addresses the existing revenues and potential revenue scenarios for the preferred master plan. Existing revenue focused on the three existing rentable shelters, while new revenue sources included: Community gardens, Amphitheater/stage, pickleball, bike pump track, disc golf course and a water based concessionaire. Additional community garden plots and the amphitheater at Murase plaza will generate additional revenue based upon rentable fees. Amenities such as pickleball, bike pump track, and disc golf have potential to host small

tournaments, however the event size may fall below the 250 person minimum for current special use permits; therefore assigning potential revenue to those amenities is not currently feasible. A seasonal water-based vendor near the existing dock provides additional revenue while providing the public with accessible watercraft and water related materials to access the river. In assessing the revenue potential for the parks sports fields, the presumed scenario is that this mix of fields will be utilized for local and metro area tournaments. However, the complex may not be large enough to generate increased utilization of local hotels.

Revenue scenarios (Figure 25) were generated to illustrate potential future revenue. Three scenarios were calculated to include the following:

- \*High-growth option, which includes an 80% peak period utilization for shelters and barn, the installation of a water-based concessionaire, and increased usage of sport and event facilities.

- \*Moderate-growth option, which is primarily driven by a 50% peak period utilization for shelters and barn, along with modest increases in the usage of sport and event facilities.

- \*No-growth option, which maintains the utilization of facilities from the 2014 season, in addition to the third picnic shelter and community gardens.

It must be noted that a number of factors may influence the City's potential to generate these revenues. These factors include the City's capacity to promote availability and capture reservations, competition from other venues, seasonality, and the state of the overall local economy and people's willingness to spend.

Source	2014 (Actuals)	High Growth	% Incr	Moderate Growth	% Incr	No Growth	% Incr
River Shelter	\$ 8,870.82	\$ 26,112.50	194%	\$ 16,465.00	86%	\$ 11,225.00	27%
Forest Shelter	\$ 7,678.50	\$ 21,886.25	185%	\$ 13,800.00	80%	\$ 4,843.75	-37%
Splash Shelter	\$ 848.00	\$ 1,450.00	71%	\$ 1,080.00	27%	\$ 875.00	3%
Maintenance Barn Shelter	NA	\$ 26,112.50		\$ 16,465.00		\$ 11,225.00	
Stein-Boozier Barn	\$ 10,815.00	\$ 95,933.25	787%	\$ 60,789.00	462%	\$ 40,221.00	272%
Murase Plaza	\$ -						
Fields: Reduced Fee Youth	\$ 8,001.50	\$ 10,000.00	25%	\$ 9,000.00	12%	\$ 8,000.00	0%
Fields: Other	\$ 2,664.75	\$ 3,200.00	20%	\$ 3,000.00	13%	\$ 2,700.00	1%
Special Events	\$ 8,812.50	\$ 4,400.00	-50%	\$ 4,000.00	-55%	\$ 3,400.00	-61%
Community Gardens - raised bed	\$ 375.00	\$ 750.00	100%	\$ 750.00	100%	\$ 375.00	0%
Community Gardens - in-ground	\$ 2,178.00	\$ 2,640.00	21%	\$ 2,640.00	21%	\$ 2,178.00	0%
Watercraft Concessionaire	NA	\$ 4,500.00		\$ -		\$ -	
	\$ 50,244.07	\$ 196,984.50		\$ 127,989.00		\$ 85,042.75	

Figure 25 - REVENUE SCENARIOS BY FACILITY

Park Feature	Unit	Labor Hours per Year per Unit	No. Units	Labor Hours per Year	Labor-related Cost per Year	Materials & Services per Yr	Total Cost per Year
<b>Labor-related costs</b>							
Large turf areas	per acre	52.0	15.0	780.0	\$ 19,500	\$ 3,000	\$ 22,500
Small/medium turf areas	per acre	52.0	3.0	156.0	\$ 3,800	\$ 600	\$ 4,400
Shrub beds	per 1000sf	52.0	12.0	624.0	\$ 15,600	\$ 500	\$ 16,100
Flower beds	per 1000sf	26.0	2.0	52.0	\$ 1,300	\$ 250	\$ 1,550
Planted trees	per tree	13.0	12.0	156.0	\$ 3,900	\$ 1,000	\$ 4,900
Hard surfaces	per 1000sf	3.0	200.0	600.0	\$ 15,000	\$ 250	\$ 15,250
Soft-surface path/walkways	per 1000sf	2.0	50.0	100.0	\$ 2,500	\$ 500	\$ 3,000
Turf multi-use fields	per field	52.0	3.0	156.0	\$ 3,900	\$ 3,000	\$ 6,900
Turf softball fields	per field	85.0	5.0	425.0	\$ 10,625	\$ 1,000	\$ 11,625
Irrigation system	per acre (irrigated)	10.0	28.0	280.0	\$ 7,000	\$ 8,000	\$ 15,000
Structures - clean/inspect/repair	per structure	36.0	5.0	175.0	\$ 4,375	\$ 250	\$ 4,625
Restrooms - clean & re-supply	per restroom	80.0	4.0	320.0	\$ 8,000	\$ 5,000	\$ 13,000
Play equipment - inspect & repair	per structure	48.0	2.0	96.0	\$ 2,400	\$ 1,000	\$ 3,400
Leaf removal	per acre (dev)	7.0	30.0	210.0	\$ 5,250	\$ 1,500	\$ 6,750
Storm debris	per acre (dev)	3.0	30.0	90.0	\$ 2,250	\$ 1,000	\$ 3,250
Security check & litter removal	per total acre	30.0	1.0	30.0	\$ 750	\$ 100	\$ 850
Empty trash cans	per can	30.0	30.0	900.0	\$ 22,500	\$ 1,000	\$ 23,500
Non-routine projects	per total acre	120.0	1.0	120.0	\$ 3,000	\$ 500	\$ 3,500
<b>Totals</b>				<b>5266</b>	<b>\$ 131,700</b>	<b>\$ 154,900</b>	<b>\$ 286,400</b>
<b>Contracted costs</b>							
		<b>Cost/Unit</b>					
Water service	per acre (irrigated)	\$ 3,080	25.0		\$ 77,000	\$ 77,000	
Solid waste service	per bin	\$ 1,800	1.0		\$ 1,800	\$ 1,800	
Electricity service	per acre (dev)	\$ 1,400	25.0		\$ 35,000	\$ 35,000	
Porta-potty service	per each	\$ 900	5.0		\$ 4,500	\$ 4,500	
Contract repairs	per acre (dev)	\$ 250	1.0		\$ 250	\$ 250	
Landscape maintenance service	per acre (dev)	\$ 500	1.0		\$ 500	\$ 500	
Equipment rental	per acre (dev)	\$ 750	3.0		\$ 2,250	\$ 2,250	
Equipment repair & maintenance	per acre (dev)	\$ 1,000	5.0		\$ 5,000	\$ 5,000	

Figure 26 - OPERATIONS AND MAINTENANCE EXPENSES BY FEATURE (2014)

Park Feature	Unit	Labor Hours per Year per Unit	No. Units	Labor Hours per Year	Labor-related Cost per Year	Materials & Services per Yr	Total Cost per Year
<b>Labor-related costs</b>							
Large turf areas	per acre	52.0	14.1	733.2	\$ 18,330	\$ 3,000	\$ 21,330
Small/medium turf areas	per acre	52.0	3.4	176.8	\$ 4,420	\$ 700	\$ 5,120
Shrub beds	per 1000sf	52.0	47.0	2444.0	\$ 61,100	\$ 1,500	\$ 62,600
Flower beds	per 1000sf	26.0	3.0	78.0	\$ 1,950	\$ 400	\$ 2,350
Planted trees	per tree	13.0	40.0	520.0	\$ 13,000	\$ 1,000	\$ 14,000
Hard surfaces	per 1000sf	3.0	362.7	1148.1	\$ 28,703	\$ 1,500	\$ 30,203
Soft-surface path/walkways	per 1000sf	2.0	50.0	100.0	\$ 2,500	\$ 500	\$ 3,000
Turf multi-use fields	per field	52.0	1.0	52.0	\$ 1,300	\$ 2,500	\$ 3,800
Turf softball fields	per field	85.0	3.0	255.0	\$ 6,375	\$ 800	\$ 7,175
Synthetic turf fields	per field	42.0	3.0	126.0	\$ 3,150	\$ 800	\$ 3,950
Irrigation system	per acre (irrigated)	10.0	22.0	220.0	\$ 5,500	\$ 8,000	\$ 13,500
Structures - clean/inspect/repair	per structure	36.0	7.0	245.0	\$ 6,125	\$ 400	\$ 6,525
Restrooms - clean & re-supply	per restroom	80.0	6.0	480.0	\$ 12,000	\$ 7,500	\$ 19,500
Play equipment - inspect & repair	per structure	48.0	4.0	192.0	\$ 4,800	\$ 2,000	\$ 6,800
Leaf removal	per acre (dev)	7.0	38.0	245.0	\$ 6,125	\$ 1,500	\$ 7,625
Storm debris	per acre (dev)	3.0	39.0	105.0	\$ 2,625	\$ 1,000	\$ 3,625
Security check & litter removal	per total acre	30.0	1.0	30.0	\$ 750	\$ 100	\$ 850
Empty trash cans	per can	30.0	38.0	1080.0	\$ 27,000	\$ 1,000	\$ 28,000
Non-routine projects	per total acre	200.0	1.0	200.0	\$ 5,000	\$ 500	\$ 5,500
<b>Totals</b>				<b>8436</b>	<b>\$ 210,900</b>	<b>\$ 172,500</b>	<b>\$ 383,400</b>
<b>Contracted costs</b>							
		<b>Cost/Unit</b>					
Water service	per acre (irrigated)	\$ 3,080	22.0		\$ 67,760	\$ 67,760	
Solid waste service	per bin	\$ 1,800	2.0		\$ 3,600	\$ 3,600	
Electricity service	per acre (dev)	\$ 1,400	35.0		\$ 49,000	\$ 49,000	
Porta-potty service	per each	\$ 900	5.0		\$ 4,500	\$ 4,500	
Contract repairs	per acre (dev)	\$ 250	1.0		\$ 250	\$ 250	
Landscape maintenance service	per acre (dev)	\$ 500	1.0		\$ 500	\$ 500	
Equipment rental	per acre (dev)	\$ 750	6.0		\$ 4,500	\$ 4,500	
Equipment repair & maintenance	per acre (dev)	\$ 1,000	8.0		\$ 8,000	\$ 8,000	

Figure 27 - OPERATIONS AND MAINTENANCE EXPENSES FOR MASTER PLAN

## OPERATING EXPENSES

The annual operations and maintenance of Memorial Park are a significant on-going expense. The pace of future park improvements will be informed, in part, by the likely operations impacts to the City budget. Figure 26 illustrates the current maintenance expenses for Memorial Park by major work area. The development of the preferred master plan will result in additional maintenance obligations for the City. The annual operating costs for the preferred master plan are estimated to be approximately \$383,000 (2015), approximately \$100,000 higher than the current maintenance costs. The largest impacts to the costs for the preferred master plan are due to increased quantities for hard surfaces. Figure 27 shows operation and maintenance expenses for the full build out of the Master Plan. As the City considers incremental or phased improvements to Memorial Park, the projected maintenance costs should be re-evaluated.

## ADDITIONAL CONSIDERATIONS

Policy and marketing considerations may result in enhanced future revenue from construction of the preferred master plan. There is potential for the city to seek out and leveraged partnerships to either help offset maintenance costs or conditionally expand facilities

In advance of implementing the preferred master plan, the City should consider reaching out specifically to user groups for three facilities: off-leash area, pump track and disc golf.

- \*Seek out advocates for off-leash areas to organized into non-profit (501C3) entities to create a vehicle for fundraising for off-leash area maintenance and acting as a source of volunteers to clean-up days or special fundraising events.

- \* For the pump track, seek to develop a volunteer base of cyclists for seasonal work parties, clean-ups and (re)construction activities.

- \* Similarly, the City can seek the support of local disc golf enthusiasts and clubs for assistance in laying out, installing and maintaining the disc golf course.

## COSTS

Utilizing the proposed Master Plan, an estimate of Probable Costs was generated (figure 28). The estimate will be used by the parks department to aid in assessment of priority projects. Costs are broken down into categories and specific improvements, utilizing April 2015 industry standard costs.

<b>Earthwork</b>	
Site Demolition	\$121,500
Site Grading	\$655,500
<b>Total</b>	<b>\$777,000</b>
<b>Parking and Trails</b>	
NE Parking Lot	\$40,000
E Parking Lot	\$163,500
SW Parking Lot	\$144,500
Gravel Road at Watercraft Launch	\$22,500
Asphalt Trails	\$323,500
Soft Surface Trails	\$144,000
Boardwalk	\$100,000
<b>Total</b>	<b>\$938,000</b>
<b>Sports Fields and Courts</b>	
Synthetic Turf Ballfields #1, 2, incl. Movable Fences, Backstops, Dugouts, Goals	\$2,571,500
Natural Turf Ballfields #3,4,5, incl. Movable Fences, Backstops, Dugouts, Goals	\$517,000
Pickleball Courts, incl. Structure and Bleachers	\$553,000
Basketball Courts	\$67,500
Tennis Courts	\$250,000
Sand Volleyball Court	\$9,500
<b>Total</b>	<b>\$3,968,500</b>
<b>Site Improvements</b>	
Off-Leash Dog area	\$55,500
Skate Spot	\$192,000
Bike Pump Track	\$31,000
Community Garden	\$85,000
9 Hole Disc Golf Course	\$22,000
Playground at Court Sports Area	\$8,500
Nature Play Area	\$25,000
Amphitheater and Terraced seating	\$177,500
<b>Total</b>	<b>\$596,500</b>
<b>Buildings</b>	
New Upper Maintenance Facility Building	\$285,000
Restroom at Tennis Court	\$172,000
Restroom at E Parking lot	\$82,000
Restroom and Concessions at SW Parking lot	\$152,000
Concessions near Ballfields	\$100,000
Restroom at NE Parking lot	\$82,000
New Shelter at Lower Maintenance Barn	\$334,000
<b>Total</b>	<b>\$1,207,000</b>
<b>Site Amenities</b>	
Dock Launch	\$42,000
Site Furnishings	\$70,000
Planting and Irrigation	\$393,500
Utilities- Water, Sanitary, Storm	\$113,500
Utilities- Electrical incl. Ballfield Lighting	\$1,114,000
<b>Total</b>	<b>\$1,733,000</b>
<b>Total</b>	<b>\$9,220,000</b>
<b>Estimated Contingency - 10%</b>	<b>\$922,000</b>
<b>General Conditions / Insurance / Bond - 10%</b>	<b>\$1,014,200</b>
<b>General Contractor OH &amp; Profit - 4%</b>	<b>\$446,248</b>
<b>Total</b>	<b>\$11,602,448</b>
The above estimates are for direct construction cost only. They do not include furnishings & equipment, architect and engineer design fees, consultant fees, inspection and testing fees, plan check fees, state sales tax, hazardous	

Figure 28 - ESTIMATE OF PROBABLE COST

## PHASING

The following is a proposed phasing approach that assumes the proposed facility upgrades and new amenities will be developed in three separate phases. Figure 29 outlines the proposed phases and amenities included in each phase.

The phasing is proposed and should be re-evaluated as-needed based on Wilsonville's evolving recreational needs, community desires and the city's available funding.

<b>Phase One</b>	
Northeast Parking Lot	\$ 40,000
East Parking Lot	\$ 163,500
Relocation of Off-Leash Dog Park	\$ 55,500
Bicycle Pump Track	\$ 31,000
Restroom Facilities (Dog Park Area/Community Garden; East Parking Lot)	\$ 164,000
Community Garden Expansion & Improvements	\$ 85,000
9 Hole Disc Golf Course	\$ 22,000
<b>Sub-total for Phase One</b>	<b>\$ 561,000</b>

<b>Phase Two</b>	
Southwest Parking Lot	\$ 144,500
Synthetic Turf Ballfields #1 & #2 (Incl. Movable Fences, Backstops, Dugouts, Goals)	\$ 2,571,500
Natural Turf Ballfields #3, #4, & #5 (Incl. Movable Fences, Backstops, Dugouts, Goals)	\$ 517,000
Skate Park	\$ 192,000
Unmotorized Watercraft Concession Area	\$ 70,000
Food Concession Area	\$ 100,000
Fencing for Playground at Court Sports Area	\$ 8,500
Miscellaneous Site Furnishings	\$ 70,000
Landscape Irrigation & Planting Materials	\$ 393,500
Restroom Facilities (South Parking Lot; Tennis Courts)	\$ 254,000
Sub-total of Existing Conditions (Site Demo)	\$ 121,500
Sub-total of Earthwork (Site Grading)	\$ 655,500
Sub-total of Utilities	\$ 1,227,500
<b>Sub-total for Phase Two</b>	<b>\$ 6,325,500</b>

<b>Phase Three</b>	
Paths (Gravel Road at Watercraft Launch, Asphalt Trails, Soft Surface Trails, Boardwalk)	\$ 590,000
Courts (Basketball, Pickleball (Incl. Structure & Bleachers), Tennis, Sand Volleyball)	\$ 880,000
New Shelter & Restrooms at Lower Maintenance Barn	\$ 334,000
Amphitheater and Terraced Seating	\$ 177,500
New Upper Maintenance Facility	\$ 285,000
Nature Play Area	\$ 25,000
Dock Launch	\$ 42,000
<b>Sub-total for Phase Three</b>	<b>\$ 2,333,500</b>

Estimating Contingency	\$ 922,000
General Conditions/Insurance/Bond	\$ 1,014,200
General Contractor OH & Profit	\$ 446,248
<b>Sub-total</b>	<b>\$ 2,382,448</b>

<b>Total Direct Construction Cost</b>	<b>\$ 11,602,448</b>
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*The above estimates are for direct construction cost only. They do not include furnishings & equipment, architect and engineer design fees, consultant fees, inspection and testing fees, plan check fees, state sales tax, hazardous material testing and removal, financing costs, owners contingency, nor any other normally associated development costs.*

Figure 29 - PROPOSED PHASING



Figure 30 - MASTERPLAN

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The background of the page is a faded, grayscale photograph of a park. In the foreground, several people are visible, including a man and a woman standing on the left, and a child running in the center. There are also some dogs in the field. The background is filled with dense trees and foliage. The overall tone is muted and serves as a backdrop for the text.

# VII. APPENDIX

## PUBLIC OPEN HOUSE 1 MEETING NOTES

Wilsonville City Hall, November 5th, 2014

- 1 No synthetic" turf upgrades requested at sports fields
- 2 Infield distance increase to 60' mound / 90' base to support adult softball leagues
- 3 No adult specific ball fields available in Wilsonville? People go elsewhere
- 4 Lighting is a safety issue throughout park
- 5 Flat NE meadows area becomes inundated in winter/spring, undevelopable?
- 6 Some concerns expressed about quantity of parking available if community garden is expanded
- 7 Community garden could be moved elsewhere to accommodate additional use, or used as a buffer itself around parking on East side
- 8 Skate park is well used despite its small size and lack of features. Should be enlarged.
- 9 A large skate park project is planned elsewhere in Wilsonville
- 10 A trail system/trailhead layout was suggested, consisting of 3 trail lengths which would be color coded for easy recognition, i.e.: green 3/4mi, blue 1.5mi, red 3mi loops
- 11 A trailhead/kiosk providing trail information route length etc is needed
- 12 Waterfountains are needed throughout, nowhere to fill up your water bottle, difficult to fill bottles at existing fountains
- 13 Re-vegetating informal trails in Riverfront area may not be beneficial since kids still ride their bikes there regardless, moving tree limbs or riding over them
- 14 Residents do not want increased development on the East side
- 15 Not much concern was expressed for a pedestrian connection from Murase plaza to the East side
- 16 Pickle ball tournaments can attract 75-100 people, along with concessions etc, (USAPA.com)
- 17 Residents enjoy walking in the dog park and East side because of natural areas
- 18 Walking through the river front area at night can be "sketchy"
- 19 Benches are needed throughout the entire park, additional seating needed at water feature area during high use
- 20 Bus access needed into site. Park is large for only 1 planned stop
- 21 Basketball is used a lot
- 22 Trail lighting is needed
- 23 Loop road concerns originated from kids racing around it, thus its original removal
- 24 The trail from Murase plaza to lower park is steep and not ADA compliant
- 25 Guided history trips could be a use for the water trail. Park could be a stop along the way
- 26 At the West parking area the vehicular gate blocks pedestrian walkway
- 27 The amount of bicycle use on un-paved paths is not currently an issue
- 28 The playground located at west area near fields could be doubled in size, heavily used to ease of access and adjacency to parking
- 29 Pickle ball in barn - ?
- 30 A rhododendron or wetland garden were suggested
- 31 Passive uses suggested for the East side
- 32 More trails in the East side suggested
- 33 A route to the dock would be beneficial
- 34 It was suggested that there is no need to reconnect the loop road
- 35 Loop trail in the wood suggested
- 36 All fields need new lighting
- 37 All fields need better drainage
- 38 There could be a small concert stage on the East side
- 39 Interest in having concessions for tournaments
- 40 Could the pump station go in the old Nike wellhouse?
- 41 Turf fields (infields?) suggested

- 42 Possible restroom by forest shelter suggested
- 43 Users would like to see more pickle ball courts

**PUBLIC OPEN HOUSE 2 MEETING NOTES**

Wilsonville City Hall, December 16th, 2014

- 1 An overview of the Wilsonville park system would help the public understand and validate proposed program and enhancements
- 2 Covered pickleball courts would enhance play and increase seasonal usability
- 3 Easier kayak launching would be beneficial
- 4 The river is not an attractive swimming destination
- 5 Trees should not be cleared in order to create a waterfront
- 6 The existing maintenance barn could serve well as a shelter supporting events such as dances and arts and crafts events for kids
- 7 Tournament field configuration (option 3) is too large and does not cater to the primary users who live in Wilsonville
- 8 Road adjacent to the river shelter could be improved to provide waterfront access
- 9 There are safety concerns crossing Wilsonville Rd and Memorial Dr to access Murase Plaza
- 10 There is a need for more buffer at existing parking areas (West?)
- 11 There should only be passive uses on the East side
- 12 25% min. more community gardens are needed
- 13 Option 2 West side could be blended with Option 1 East side
- 14 Pickle Ball additions on Option 1 work well
- 15 Bus and RV turning space is potentially needed
- 16 Positive responses received for Option 3 amphitheater
- 17 Zip lines could be considered
- 18 There is a drainage issue at the River Shelter

- 19 Positive response to overlooks – tree removal could be minimized
- 20 Option combinations – OPT 3 North / OPT 2 West / OPT 2 East / OPT 1 River
- 21 More benches should be provided
- 22 Existing dock needs modification for easier access
- 23 Storage could be provided for light watercraft near existing dock
- 24 Basketball can be kept in place
- 25 Concerns that the skate park is too remote
- 26 Concerns about concessions and revenue
- 27 The intertwining trails in the forest are good
- 28 ‘Movies in Parks’ need open space for viewing – currently use sloping lawn
- 29 A backboard for tennis would enhance the court for individual practice
- 30 Normal high water is above the boat ramp and makes current access to existing dock difficult during portions of winter time
- 31 East buffer is important
- 32 Available space is not enough to create regional draws
- 33 Park should be geared towards existing resident’s preferred uses
- 34 There should not be any parking off Rose Ln
- 35 Large Girl Scout groups prefer parking options 1 and 2 for forest access
- 36 Schools, boy and girl scout groups would use a developed amphitheater
- 37 Girl Scouts use variety or trails, would prefer a trail connection between River and Forest Shelters
- 38 Privacy of River Shelter space before trees to west were removed is preferred
- 39 Some form of buffer between Forest Shelter and fields is preferred for noise mitigation
- 40 One main paved path through the Forest and the rest un-paved would be preferred
- 41 River overlooks could be historically thematic or otherwise to provide diverse experiences
- 42 More buffer needed on West edge

- 43 Turf infields would be very beneficial
- 44 Current dog park size is sufficient
- 45 The “waterfall” and water wheel have not been mentioned, could be destinations
- 46 Bicycle skills course and skate park could be adjacent
- 47 Overlooks work well but waterfront beach is not necessary

- 14 Pickle Ball additions on Option 1 work well
- 15 Bus and RV turning space is potentially needed
- 16 Positive responses received for Option 3 amphitheater
- 17 Zip lines could be considered
- 18 There is a drainage issue at the River Shelter
- 19 Positive response to overlooks – tree removal could be minimized
- 20 Option combinations – OPT 3 North / OPT 2 West / OPT 2 East / OPT 1 River
- 21 More benches should be provided
- 22 Existing dock needs modification for easier access
- 23 Storage could be provided for light watercraft near existing dock
- 24 Basketball can be kept in place
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- 30 Normal high water is above the boat ramp and makes current access to existing dock difficult during portions of winter time
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- 35 Large Girl Scout groups prefer parking options 1 and 2 for forest access
- 36 Schools, boy and girl scout groups would use a developed amphitheater
- 37 Girl Scouts use variety or trails, would prefer a trail connection between River and Forest Shelters
- 38 Privacy of River Shelter space before trees to west were removed is preferred

**PUBLIC OPEN HOUSE 3 MEETING NOTES**

Wilsonville City Hall, December 16th, 2014

- 1 An overview of the Wilsonville park system would help the public understand and validate proposed program and enhancements
- 2 Covered pickleball courts would enhance play and increase seasonal usability
- 3 Easier kayak launching would be beneficial
- 4 The river is not an attractive swimming destination
- 5 Trees should not be cleared in order to create a waterfront
- 6 The existing maintenance barn could serve well as a shelter supporting events such as dances and arts and crafts events for kids
- 7 Tournament field configuration (option 3) is too large and does not cater to the primary users who live in Wilsonville
- 8 Road adjacent to the river shelter could be improved to provide waterfront access
- 9 There are safety concerns crossing Wilsonville Rd and Memorial Dr to access Murase Plaza
- 10 There is a need for more buffer at existing parking areas (West?)
- 11 There should only be passive uses on the East side
- 12 25% min. more community gardens are needed
- 13 Option 2 West side could be blended with Option 1 East side

- 39 Some form of buffer between Forest Shelter and fields is preferred for noise mitigation
- 40 One main paved path through the Forest and the rest un-paved would be preferred
- 41 River overlooks could be historically thematic or otherwise to provide diverse experiences
- 42 More buffer needed on West edge
- 43 Turf infields would be very beneficial
- 44 Current dog park size is sufficient
- 45 The “waterfall” and water wheel have not been mentioned, could be destinations
- 46 Bicycle skills course and skate park could be adjacent
- 47 Overlooks work well but waterfront beach is not necessary

**STAKEHOLDER MEETING NOTES:  
WILSONVILLE HIGH SCHOOL**

Wilsonville Parks and Rec. Dept., October 17th 2014

- 1 What events does WHS use Memorial Park for?  
Cross country meet- 1 per year- 1 shelter as hospitality area, like to take over park, but work with leagues. 5000 meter course. Prefer non-paved areas. Fall.  
Tennis- recent past, lower level softball games.  
Baseball- no 90' diamond ( would increase partnership with youth program)- springtime march-June
- 2 What times? Time of year, time of day/night, duration of use?
- 3 Are there conflicts with other park uses? coordination between leagues (overlapping calendars, multi-use fields, seasonality, etc)  
Buses park off-site, turnaround at gravel lots  
Work with Willamette united / proper communication limits conflicts.
- 4 Are the facilities sufficient, field sizes/quantity, parking/access, restrooms, concessions?  
No real issues with facilities
- 5 Are there issues with the park that restrict your uses, ie would you do other uses if the facility allowed (field size, etc)?
- 6 Buses?
- 7 Are there other parks you use for events / uses?
- 8 Are there opportunities for more collaborative projects between school and city?  
Tournaments and coaches involved- could be collaborative  
Lacrosse tournaments, soccer tournaments- host different age groups, but could expand with memorial park
- 9 Do you have any concerns about scheduling, maintenance, or working with Parks Dept. on the fields they manage?
- 10 What roles do concessions play or could play in financial support of the league?

- 11 Would be encouraged, help pay for reduced cost of admissions for teams, etc.  
Existing ones at high school- booster club ran.  
What is the potential for tournaments? What are the needs to make one successful (# and location of fields)  
2-3 day tournaments  
Soccer 55-75yards wide- look up high school field sizes.  
Trends- soccer, lacrosse up. Basketball up, girls numbers have dropped, baseball dropped a bit.

**STAKEHOLDER MEETING NOTES:  
WILLAMETTE UNITED SOCCER CLUB**

Wilsonville Parks and Rec. Dept., October 17th 2014

- 1 What events does WUSC use Memorial Park for?  
Soccer  
\$1 million / year budget. Break even with 3 employees  
Use all fields every day.
- 2 How many leagues, teams?  
1800 kids K-12 recreational  
500 competitive year around  
All from WWLSD  
220 kids co-ed high school teams
- 3 What times? Time of year, time of day/night, duration of use?  
Beginning of August – Mid November.  
August tournaments  
Would like to use in the spring, but fields too wet.
- 4 Are there conflicts with other park uses? Coordination between leagues (overlapping calendars, multi-use fields, seasonality, etc.)  
Seem to work out scheduling conflicts. Would like to have separate soccer fields.
- 5 Are the facilities sufficient, field sizes/quantity, parking/access, restrooms, and concessions?  
Parking can be difficult at times. Lots of people park at dog park area and conflicts happen. Hard to manage.  
Restrooms are adequate w/ porta potties.
- 6 Are there issues with the park that restrict your uses, ie would you do other uses if the facility allowed (field size, etc)?  
Can't use in Springtime as fields are too wet. Would like to see Turf on several fields.
- 7 Are there other parks you use for events / uses?  
Year around use Artificial Turf fields, Horizon Christian,etc.

- 8 What has been the trend in participation by league / sport?  
Participation numbers have held steady. Slight drop with other sports becoming more popular, i.e. lacrosse, etc.
- 9 Do you have any concerns about scheduling, maintenance, or working with Parks Dept. on the fields they manage?  
Some irrigation boxes at SW corner of fields is in field of play sometimes.  
A few wet spots on West side of fields.
- 10 What roles do concessions play or could play in financial support of the league?  
Would help. They have concessions at other locations and while it is not a huge moneymaker, it does help.
- 11 What is the potential for tournaments? What are the needs to make one successful (# and location of fields)

**STAKEHOLDER MEETING NOTES:  
NW DIAMOND SPORTS**

Wilsonville Parks and Rec. Dept., October 17th 2014

- 1 What events does NWDS use Memorial Park for?  
Baseball/softball  
11-18 year olds
- 2 What times? Time of year, time of day/night, duration of use?  
May-Oct.  
Would go year around if fields were not so wet, or if Turf fields.
- 3 Are there conflicts with other park uses? coordination between leagues (overlapping calendars, multi-use fields, seasonality, etc.)  
Worried about security near Forest Shelter
- 4 Are the facilities sufficient, field sizes/quantity, parking/access, restrooms, concessions?  
Field sizes are adequate.  
Infields could be enlarged a bit to provide more flexibility of age groups and would allow for more efficient use of fields. Currently uses 70',80',90' bases. Infields 1 and 2 are not large enough for all base options.  
Larger infields and outfields would allow for more efficient use of fields potentially creating additional time slots for other leagues.  
Outfields , 10-12 year olds min 200' max 220', 13-18 min. 300' max 400', Softball 300' fences.  
Does not use field 5, does not see it used.  
Would like to see a registration area for camps / clinics / large events.  
Would like covered dugouts
- 5 Are there other parks you use for events / uses?  
Surrounding schools for Turf during wet weather. Horizon Christian, etc.
- 6 Do you have any concerns about scheduling, maintenance, or working with Parks Dept. on the fields they manage?

- 7 Would like to be able to water down in-fields when needed- if they could push a button or something like that.  
Some of the outfields could use leveling at times.  
What roles do concessions play or could play in financial support of the league?  
Would love to have gas hookup for bbq's, but not a major deal.  
Would help for tournaments.
- 8 What is the potential for tournaments? What are the needs to make one successful (# and location of fields)  
If fields were turf, they would use them for tournaments.  
3 fields for small tournament, 5 for large tournament.

**STAKEHOLDER MEETING NOTES:  
WILSONVILLE PICKLEBALL CLUB**

Wilsonville Parks and Rec. Dept., October 17th 2014

- 1 How many leagues, teams?  
Not a club yet, no funding currently.  
Socializing event, big with adults over 50.
- 2 What times? Time of year, time of day/night, duration of use?  
Year around, rain or shine  
Event every two weeks currently. Bring in portable nets and use tennis courts.  
6 things going on per week currently. Player development and teaching.
- 3 Are there conflicts with other park uses? Coordination between leagues (overlapping calendars, multi-use fields, seasonality, etc.)
- 4 Are the facilities sufficient, field sizes/quantity, parking/access, restrooms, and concessions?  
Would like to have covered courts to provide shade and rain protection.  
4 courts would be great, with ability to incrementally add 4 additional at a time.  
Lighting on courts to allow night time play would quadruple usage.
- 5 Are there other parks you use for events / uses?  
Tualatin Community park has Sunday tennis and pickleball
- 6 What has been the trend in participation by league / sport?  
Usage is becoming very popular  
More courts would draw more users.
- 7 Are there opportunities for more collaborative projects between league and city?
- 8 What is the potential for tournaments? What are the needs to make one successful (# and location of courts)  
Ideally 15 courts for tournaments  
Potential for 2 large annual tournaments.  
Thursday-Saturday

**STAKEHOLDER MEETING NOTES:  
WILSONVILLE WALKERS**

Wilsonville Parks and Rec. Dept., October 17th 2014

- 1 How does WW use the park?  
30-40 members walk the park Tuesday and Thursday.  
2 mile walking loops typically.
- 2 What times? Time of year, time of day/night, duration of use?  
All year long, rain or shine.  
Usually during the morning.
- 3 Are the facilities sufficient, field sizes/quantity, parking/access, restrooms, and concessions?  
Like new parking lot.  
Would like to have different waling loops with different difficulties.  
Trails are maintained good.  
Were very interested in interp. panels providing entertainment for walks.
- 4 Is the wayfinding sufficient?  
Lots of trails can be confusing. Tend to stay on road and open trails due to safety, familiarity access. Lots of older members who can't do hills.

**STAKEHOLDER MEETING NOTES:  
ADULT SOCCER CLUB**

Wilsonville Parks and Rec. Dept., October 17th 2014

- 1 What events does the ASC use Memorial Park for?  
Soccer  
Sundays, 8am-3pm. May – October.
- 2 How many leagues, teams?  
4-5 teams, 2 fields.  
15 per team and family members. Mainly Hispanic league, but seeing a lot of white spectators
- 3 What times? Time of year, time of day/night, duration of use?  
Sundays  
Don't do rainy days
- 4 Are the facilities sufficient, field sizes/quantity, parking/access, restrooms, and concessions?  
Restroom facilities are lacking, especially for women.  
Ok with designated parking near maintenance. Try to not park at dog park area.  
Some irrigation boxes at SW corner of fields is in field of play sometimes.
- 5 Do you have any concerns about scheduling, maintenance, or working with Parks Dept. on the fields they manage?  
Don't play in wet conditions because they don't want to destroy the fields.  
Paint their own field.
- 6 What roles do concessions play or could play in financial support of the league?  
No role. Bring own food.

**STAKEHOLDER MEETINGS NOTES:  
GIRLS SCOUTS OF OREGON AND SW  
WASHINGTON**

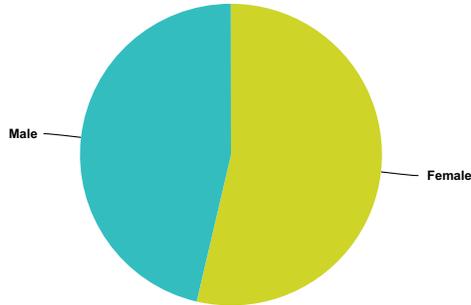
Wilsonville Parks and Rec. Dept., October 17th 2014

- 1 How do GS use the park?  
23 years. One week / year day camp in last week of June.  
400 girls, 5-18 years old. # is sufficient.  
Use both shelters, and like that they are "easy access"  
Hiking trails, archery area  
"Most people don't know they are there. Like the isolation of the shelters.
- 2 Are the facilities sufficient, quantity, parking/access, restrooms?  
Have to have someone manage parking.  
Could be marked better  
Have 2 large busses and turning around is hard.  
Concerns about development to the west, access from the new homes, and removal of trees changed the character of the River Shelter.  
Cannot go to the water as river bank is too steep.  
Bring their own camp, food, restrooms. Set up at 7:30am, out by 4:30pm every day.
- 3 Are very concerned about safety, police access, fire access.
- 4 "Keep nooks" along paths. They need space to gather  
Desire a climbing wall  
An areas sized for a picnic shelter "can be anywhere"
- 5 Boy Scouts use the Park. Chris Troha- HS teacher at WVHS and John Budais and scout masters.
- 6 Girl Scouts have 1 volunteer day at Memorial Park per year. Available to do more.

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### Q1 What is your gender?

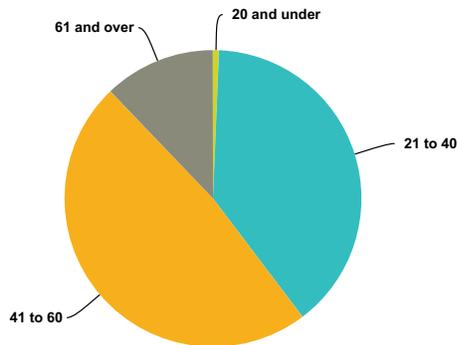
Answered: 617 Skipped: 0



Answer Choices	Responses	
Female	53.65%	331
Male	46.35%	286
<b>Total</b>		<b>617</b>

### Q2 What is your age?

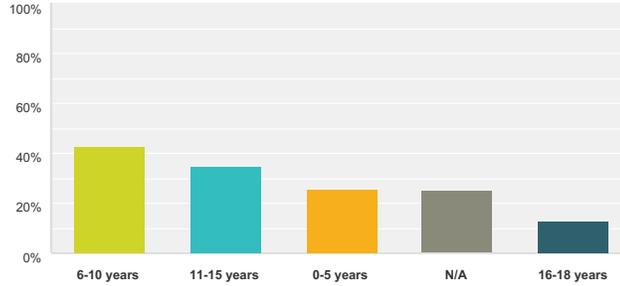
Answered: 617 Skipped: 0



Answer Choices	Responses	
20 and under	0.65%	4
21 to 40	39.06%	241
41 to 60	48.14%	297
61 and over	12.16%	75
<b>Total</b>		<b>617</b>

**Q3 If any, what are the ages of the children in your household?**

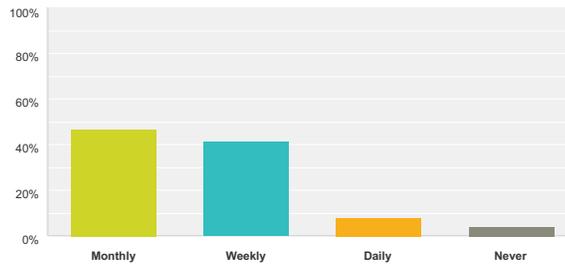
Answered: 617 Skipped: 0



Answer Choices	Responses	
6-10 years	42.63%	263
11-15 years	34.68%	214
0-5 years	25.45%	157
N/A	25.12%	155
16-18 years	12.80%	79
<b>Total Respondents: 617</b>		

**Q4 How often do you use Memorial Park?**

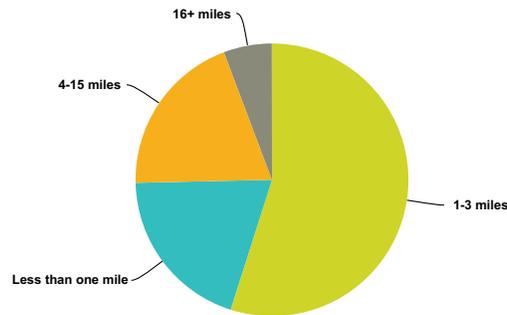
Answered: 592 Skipped: 25



Answer Choices	Responses	
Monthly	46.79%	277
Weekly	41.22%	244
Daily	7.77%	46
Never	4.22%	25
<b>Total</b>		<b>592</b>

### Q6 Where do you live in relation to Memorial Park?

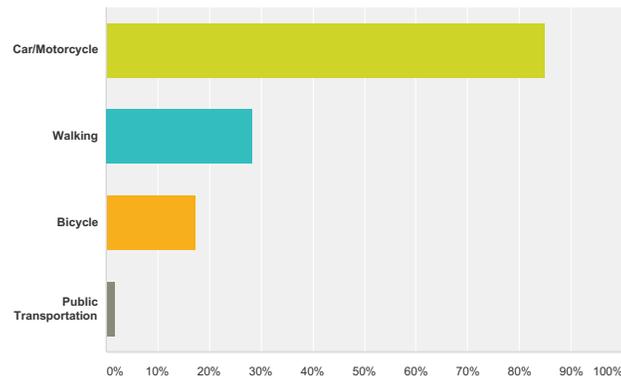
Answered: 592 Skipped: 25



Answer Choices	Responses	Count
1-3 miles	54.90%	325
Less than one mile	19.76%	117
4-15 miles	19.59%	116
16+ miles	5.74%	34
<b>Total</b>		<b>592</b>

### Q7 When you visit the park, how do you arrive?

Answered: 585 Skipped: 32

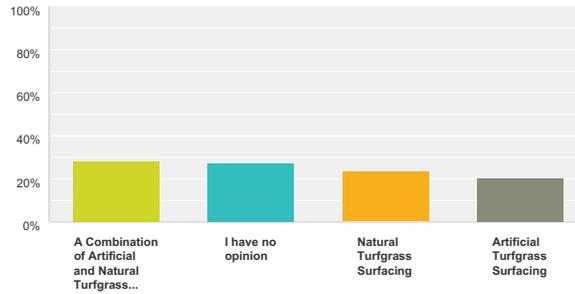


Answer Choices	Responses	Count
Car/Motorcycle	84.96%	497
Walking	28.38%	166
Bicycle	17.26%	101
Public Transportation	1.71%	10
<b>Total Respondents: 585</b>		

#	Other (please specify)	Date
1	Running	1/8/2015 8:29 AM
2	Space ship	1/8/2015 4:14 AM
3	stroller	12/26/2014 3:44 PM
4	Jogging	12/25/2014 3:56 PM
5	running	12/22/2014 3:48 PM
6	skateboard	12/19/2014 12:43 PM
7	Youth Sports	12/19/2014 12:41 PM
8	Do not use the park to many parks in Wilsonville already	12/19/2014 9:02 AM
9	Dont use	12/19/2014 8:13 AM
10	Don't	12/17/2014 5:02 PM
11	Hiking and jogging	12/16/2014 4:14 PM

**Q10 If investments were made to existing athletic fields and/or new fields were incorporated, would you prefer:**

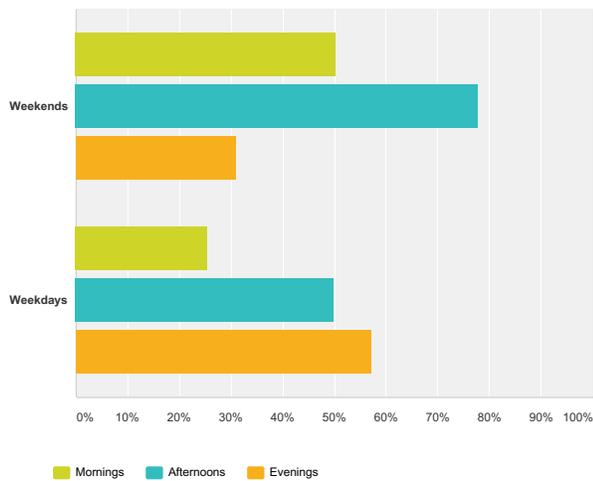
Answered: 574 Skipped: 43



Answer Choices	Responses	
A Combination of Artificial and Natural Turfgrass Surfacing	28.40%	163
I have no opinion	27.70%	159
Natural Turfgrass Surfacing	23.34%	134
Artificial Turfgrass Surfacing	20.56%	118
<b>Total</b>		<b>574</b>

**Q5 What days and times do you most use the park?**

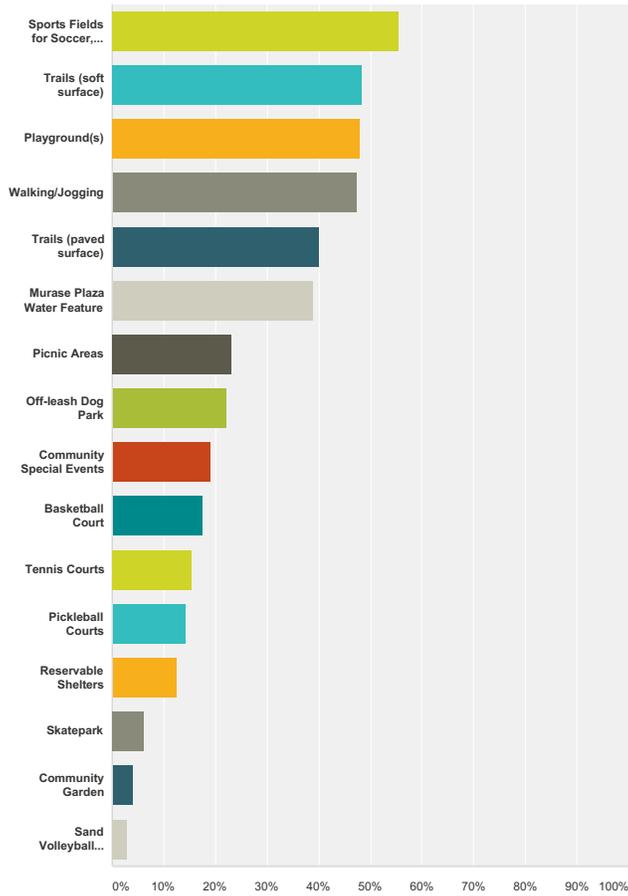
Answered: 592 Skipped: 25



	Mornings	Afternoons	Evenings	Total Respondents
Weekends	50.30% 254	77.82% 393	30.89% 156	505
Weekdays	25.56% 125	49.90% 244	57.26% 280	489

**Q8 Which (5) activities/resources do you most utilize when at Memorial Park?**

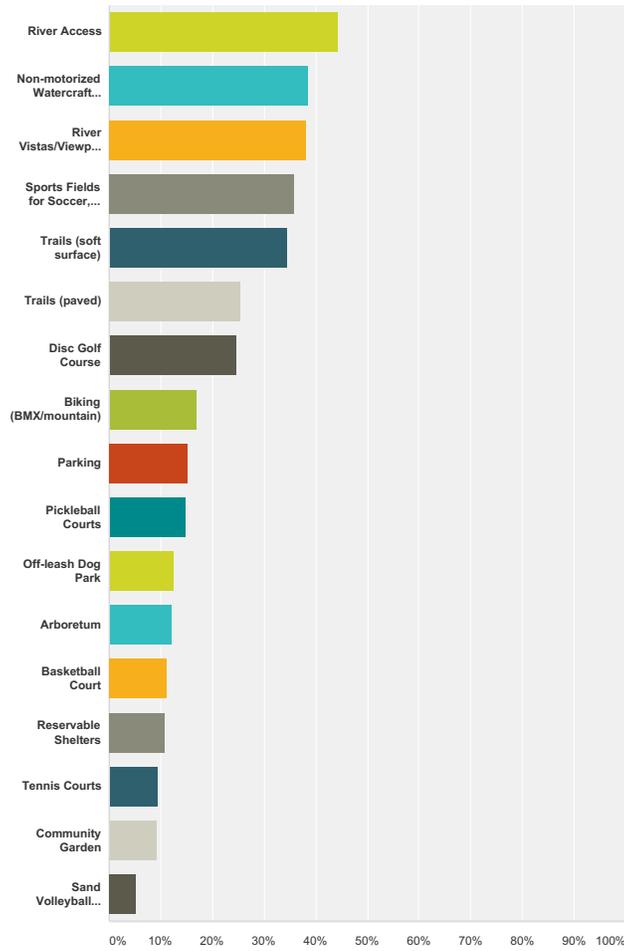
Answered: 579 Skipped: 38



Answer Choices	Responses
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Sports Fields for Soccer, Baseball, or Softball	55.44%	321
Trails (soft surface)	48.53%	281
Playground(s)	48.01%	278
Walking/Jogging	47.32%	274
Trails (paved surface)	40.07%	232
Murase Plaza Water Feature	38.86%	225
Picnic Areas	23.14%	134
Off-leash Dog Park	22.11%	128
Community Special Events	19.00%	110
Basketball Court	17.44%	101
Tennis Courts	15.54%	90
Pickleball Courts	14.16%	82
Reservable Shelters	12.44%	72
Skatepark	6.22%	36
Community Garden	3.97%	23
Sand Volleyball Court	2.94%	17
<b>Total Respondents: 579</b>		

#	Other (please specify)	Date
1	Sports Fields to throw discs (disc golf driving practice)	1/16/2015 2:28 PM
2	RC cars, airplanes	1/4/2015 12:43 PM
3	disc golf	1/2/2015 9:46 AM
4	the dock	12/30/2014 8:54 PM
5	river view, wildlife viewing	12/26/2014 10:52 PM
6	Birding	12/19/2014 2:40 PM
7	dock	12/19/2014 12:44 PM
8	Natural areas	12/19/2014 10:48 AM
9	Do not use any of these services never go to Memorial Park	12/19/2014 9:03 AM
10	None	12/19/2014 8:13 AM
11	River Access	12/17/2014 8:15 PM
12	none	12/17/2014 5:02 PM
13	open space	12/16/2014 7:43 PM
14	walking dog on leash	12/15/2014 4:31 PM
15	how about Disc Golf ???	12/15/2014 10:57 AM
16	natural areas since you planted the meadow in trees not a lot of that left	12/15/2014 10:49 AM



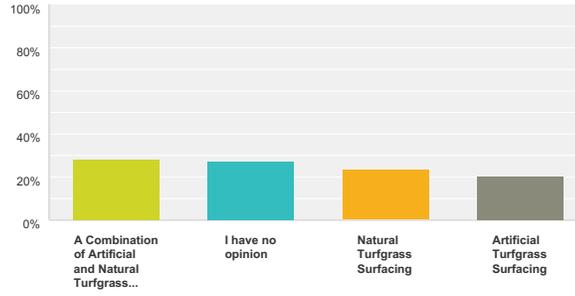
Answer Choices	Responses
River Access	44.18% 243
Non-motorized Watercraft (kayaks, canoes, paddleboards, etc.)	38.55% 212

River Vistas/Viewpoints	38.18%	210
Sports Fields for Soccer, Baseball, or Softball	36.00%	198
Trails (soft surface)	34.55%	190
Trails (paved)	25.45%	140
Disc Golf Course	24.73%	136
Biking (BMX/mountain)	16.91%	93
Parking	15.27%	84
Pickleball Courts	14.91%	82
Off-leash Dog Park	12.55%	69
Arboretum	12.18%	67
Basketball Court	11.27%	62
Reservable Shelters	10.91%	60
Tennis Courts	9.45%	52
Community Garden	9.09%	50
Sand Volleyball Court	5.27%	29
<b>Total Respondents: 550</b>		

#	Other (please specify)	Date
1	more running/walking paths	1/16/2015 4:40 PM
2	like movies in the park and would like to see other art events here. Gets crowded trying to get out however	1/14/2015 9:51 PM
3	dont need much more - leave the open space unimproved as they currently are	1/14/2015 2:11 PM
4	more protection of natural areas, less tree cutting	1/11/2015 3:01 PM
5	Concession stands for events to be run by non-profits, turf fields	1/9/2015 10:12 PM
6	Concession stand for baseball	1/9/2015 8:38 PM
7	Work on the improving the Wood fields or adding to Lowrie and leave Memorial as is	1/9/2015 6:12 PM
8	Closer bathrooms and water facilities to all sports fields.	1/9/2015 5:59 PM
9	Creation of a batting facility with concessions for Wilsonville youth softball and baseball programs	1/9/2015 4:23 PM
10	Playground	1/9/2015 9:19 AM
11	bigger skate/bike park	1/8/2015 5:47 PM
12	Skatepark	1/8/2015 4:51 PM
13	Covered pickleball	1/8/2015 7:40 AM
14	P	1/8/2015 4:24 AM
15	Turf baseball fields, mountain bike trail system	1/7/2015 10:54 PM
16	Lights for baseball field that is not lighted currently.	1/7/2015 10:35 PM
17	Snack Stand for Kids sports	1/7/2015 7:00 PM
18	Skateboarding	1/7/2015 5:56 PM

**Q10 If investments were made to existing athletic fields and/or new fields were incorporated, would you prefer:**

Answered: 574 Skipped: 43



Answer Choices	Responses
A Combination of Artificial and Natural Turfgrass Surfacing	28.40% 163
I have no opinion	27.70% 159
Natural Turfgrass Surfacing	23.34% 134
Artificial Turfgrass Surfacing	20.56% 118
<b>Total</b>	<b>574</b>

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PROJECT NUMBER: # 14-061PLN                      ISSUE DATE: May 3, 2015  
PROJECT NAME: City of Wilsonville Memorial Park Master Plan

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TO: Steve Duh  
FROM: Ian Holzworth, Walker Macy

**SUBJECT: Park Revenue Scenarios & Potential Operations Expenses**

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This memorandum addresses the existing revenues and potential revenue scenarios for the preferred master plan for Memorial Park. It also addresses existing and potential operating expenses for the park. It concludes with policy and marketing considerations that may result in enhanced future revenue from construction of the preferred master plan.

### **Master Plan Amenities Affecting Revenues**

The preferred master plan for Memorial Park adds new infrastructure and amenities that balance the community's interest in expanded recreation opportunities within the context of the physical constraints of the park. While numerous amenities are proposed in the master plan, this memo focuses on those that will facilitate revenue generation for the City and include the following:

- Shelter rental - facility rental fees
- Community gardens - plot fees
- Amphitheater/stage - opportunity for events
- Pickleball - opportunity for small tournaments
- Pump track - opportunity for events or competitions
- Disc golf course - opportunity for small tournaments
- Water-based concessionaire (i.e., kayak, canoe) - seasonal concession fees

### **Park Revenues**

City staff provided 2014 revenue data for the revenue-generating amenities of Memorial Park. The various amenities at the park generated approximately \$50,000, and the details by facility are itemized in Table 1.

Table 1: Revenue by Amenity (2014)

<b>Amenity</b>	<b>2014 (Actuals)</b>
River Shelter	\$ 8,871
Forest Shelter	\$ 7,679
Splash Shelter	\$ 848
Stein-Boozier Barn	\$ 10,815
Murase Plaza	\$ -
Fields: Reduced Fee Youth	\$ 8,002
Fields: Other	\$ 2,665
Special Events	\$ 8,813
Community Gardens - raised bed	\$ 375
Community Gardens - in-ground	\$ 2,178
	<b>\$ 50,244</b>

In estimating the future potential revenue scenarios for the park, assumptions were established based on historic rental information, utilization and capacity.

**Assumptions regarding Utilization**

The City of Wilsonville's facility reservation and event fee schedules split charges by resident and non-resident status and include pricing for midweek and weekend periods. Upon review of the 2014 revenue data, estimates for the resident and non-resident percentage splits by facility were established for use in estimating future revenue potential.

Additionally, a more detailed review of available capacity was completed to compare reservation histories of the two shelters and the barn for 2013 and 2014 with the annual calendar. Although the City only charges fees for the shelters between the 2nd weekend in April and the 2nd weekend in October, a review of the full-year calendar offers a more complete picture of the latent capacity for these facilities. Tables 2 and 3 illustrate the number of usage (reservation) days by period for each facility. Peak season is defined as May through October, and off-peak is November through April, and the total number of available days by use period were calculated separately for each year.

Table 2: Shelter and Barn Facility Rentals & Latent Capacity by Use Period (2013)

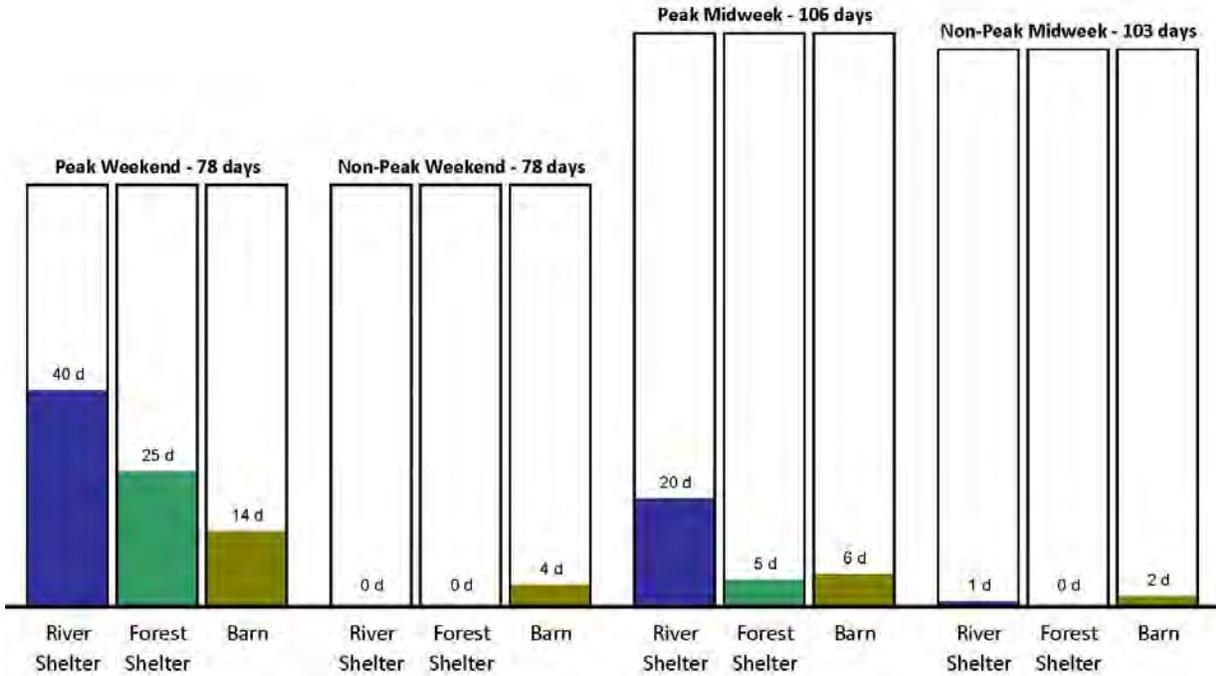
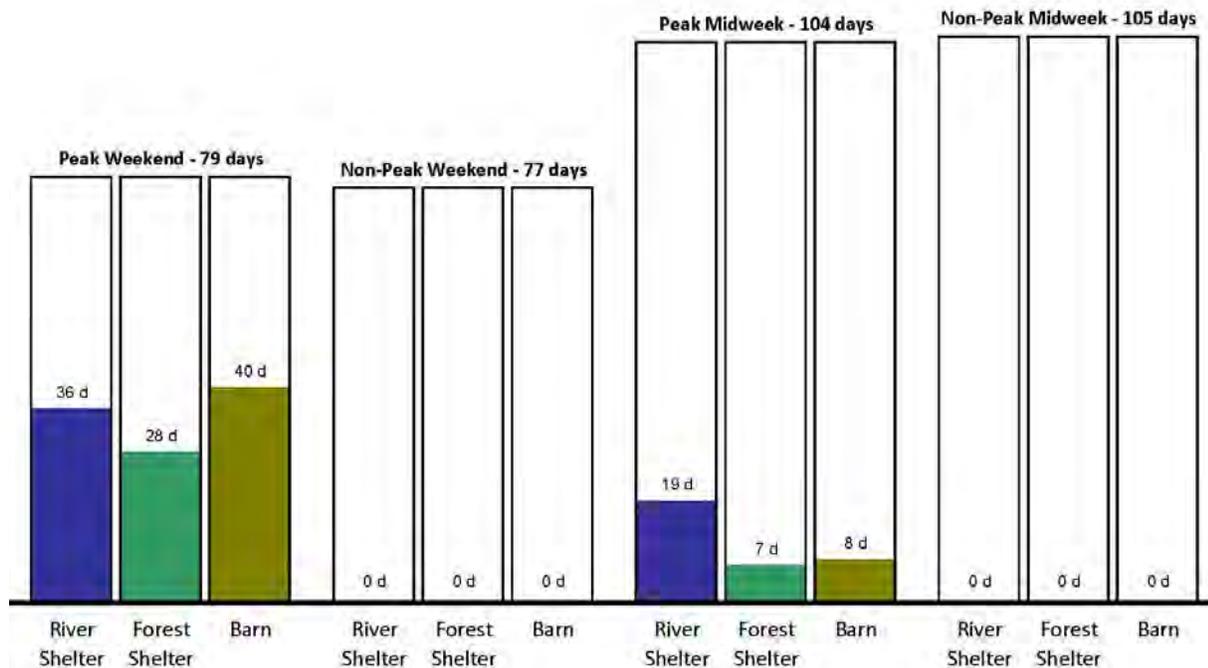


Table 3: Shelter and Barn Facility Rentals & Latent Capacity by Use Period (2014)



Significant unutilized capacity existed with these three facilities during the past two years; however, barn rentals were greatly improved in 2014 over the previous year. To estimate rental revenues for these facilities, utilization benchmarks were assumed for the different revenue scenarios. A high-growth scenario assumed rental reservations for 80% of the available peak period days, with a 75%/25% resident to non-resident split for shelters and 65%/35% split for the Stein-Boozier Barn. The resident percentage splits were based on recent annual averages.

### Assumptions by Amenity

Usage and revenue potential was also considered based on the new amenities illustrated in the preferred master plan for the park and are discussed below.

- Community gardens: The reconfigured layout for the community gardens is approximately 0.6 acres. Using that estimate and the City's current sizing for in-ground and raised beds, the new garden configuration could accommodate approximately 15 new raised beds and 20 new in-ground (net additional). This would generate a net increase in garden fees (at current fees) of approximately \$800-\$1,000 per year.
- Picnic shelter: The proposed conversion of the maintenance barn into a third reservable picnic shelter will enhance the revenue potential for the park. It is assumed that the fee structure for this new shelter would be aligned with that of the River Shelter.
- Amphitheater with stage: Additional fees from special event permits are assumed; however, new revenue from additional events may be limited due to the existing number of programmed events on the City calendar. For the purpose of the revenue modeling, it was assumed that an additional 4-5 new events could be scheduled that trigger the requirements of the City's Special Use Permit. These events could generate upwards of \$1,000 annually in new revenues. The scheduling and usage of the amphitheater would need to be balanced with general park use and the existing suite of events.
- Pump track: As a small and growing activity, cycling on a pump track can create an opportunity for demonstration events and/or competitions. In the initial years, it may be reasonable to host 1 to 2 such events per year; however, the number of participants will likely fall below the 250 person minimum to trigger the Special Use Permit. Therefore, assigning a revenue potential for this amenity is not feasible at this time.
- Disc golf course: The nine-hole, multi-pitch course could provide an opportunity for small tournaments or demonstration events. However, the size and complexity of the course likely would not create a regional draw for large events or tournaments. It is unlikely that any event planned for this amenity would trigger the 250 person minimum for a Special Use Permit; therefore, assigning potential revenue to this amenity is not feasible at this time.
- Pickleball: The planned addition of pickleball courts may create an opportunity for small tournaments. Such tournaments can be sanctioned through the USAPA, but they do not need to be. Depending on the local enthusiasm for pickleball, a small tournament may fall below the 250 person event threshold to trigger the Special Use Permit. For revenue modeling, it was assumed that dedicated pickleball court time could be charged on a per hour basis, much like the reservation system for sport fields.

- Water-based concessionaire: A seasonal vendor could be accommodated at the proposed, extended southern parking lot. A specialized user agreement or concessionaire/vendor agreement would need to be crafted to accommodate this new activity/use, especially given the need for the City to manage potential risk and liability concerns. For revenue modeling, it was assumed that concession fees would be established as a flat annual fee to the concessionaire, plus a percentage of sales.
- Sport Fields: In comparing the preferred master plan layout to other regionally significant sport complexes (Delta Park, Sunset Park Sports Complex, Terpenning Recreation Complex and Salem's Wallace Marine), the new layout will provide added potential for non-local tournament play, and the installation of synthetic turf fields will maximize usage and improve revenue recovery. However, the number of fields, lighting and parking may continue to be limiting factors. In assessing the revenue potential for the park, the presumed scenario is that this mix of fields will be utilized for local and metro area tournaments. The complex may not be large enough to generate increased utilization of local hotels (in other words, there may be no net increase in "heads in beds" as a local economic driver). To assess the potential for regional or statewide tournament play, a more in-depth market study should be completed, and this is outside the scope of the current project.

### Revenue Scenarios

Expanding upon the assumptions noted above and using the 2014 actual park revenues as a baseline, a series of revenue alternatives were generated. Three scenarios were calculated to include the following:

- High-growth option, which includes an 80% peak period utilization for shelters and barn, the installation of a water-based concessionaire, and increased usage of sport and event facilities.
- Moderate-growth option, which is primarily driven by a 50% peak period utilization for shelters and barn, along with modest increases in the usage of sport and event facilities.
- No-growth option, which maintains the utilization of facilities from the 2014 season, in addition to the third picnic shelter and community gardens.

Table 4 outlines the estimated revenues by scenario and park amenity. Percentage increases in revenue by line item are also noted for each scenario.

Table 4: Revenue Scenarios by Facility

Source	2014 (Actuals)	Revenue Potential					
		High Growth	% Incr	Moderate Growth	% Incr	No Growth	% Incr
River Shelter	\$ 8,870.82	\$ 26,112.50	194%	\$ 16,465.00	86%	\$ 11,225.00	27%
Forest Shelter	\$ 7,678.50	\$ 21,886.25	185%	\$ 13,800.00	80%	\$ 4,843.75	-37%
Splash Shelter	\$ 848.00	\$ 1,450.00	71%	\$ 1,080.00	27%	\$ 875.00	3%
Maintenance Barn Shelter	NA	\$ 26,112.50		\$ 16,465.00		\$ 11,225.00	
Stein-Boozier Barn	\$ 10,815.00	\$ 95,933.25	787%	\$ 60,789.00	462%	\$ 40,221.00	272%
Murase Plaza	\$ -						
Fields: Reduced Fee Youth	\$ 8,001.50	\$ 10,000.00	25%	\$ 9,000.00	12%	\$ 8,000.00	0%
Fields: Other	\$ 2,664.75	\$ 3,200.00	20%	\$ 3,000.00	13%	\$ 2,700.00	1%
Special Events	\$ 8,812.50	\$ 4,400.00	-50%	\$ 4,000.00	-55%	\$ 3,400.00	-61%
Community Gardens - raised bed	\$ 375.00	\$ 750.00	100%	\$ 750.00	100%	\$ 375.00	0%
Community Gardens - in-ground	\$ 2,178.00	\$ 2,640.00	21%	\$ 2,640.00	21%	\$ 2,178.00	0%
Watercraft Concessionaire	NA	\$ 4,500.00		\$ -		\$ -	
	<b>\$ 50,244.07</b>	<b>\$ 196,984.50</b>		<b>\$ 127,989.00</b>		<b>\$ 85,042.75</b>	

The primary intent of these scenarios is to illustrate the revenue potential for the park, given its wealth of reservable and rentable facilities. It must be noted that a number of factors may influence the City's potential to generate these revenues, and these factors include the City's capacity to promote availability and capture reservations, competition from other venues, seasonality, and the state of the overall local economy and people's willingness to spend.

As noted above, the shelters and the barn are expected to remain as the park's highest revenue generators. During the 2014 season, these facilities contributed over 56% of the total revenue from the park. As shown in Table 4, these facilities are assumed to generate approximately 80% of potential revenues, which is partly driven by the addition of the third shelter and by higher utilization rates. Regarding sport fields, the projected revenues are restrained by the assumption about local usage and the City's existing policy to offer discounted field fees for youth athletics.

## Operating Expenses

The annual operations and maintenance of Memorial Park are a significant on-going expense, and the pace of future park improvements will be informed, in part, by the likely operations impacts to the City budget. Table 6 illustrates the current maintenance expenses for Memorial Park by major work area and shows an annual outlay of approximately \$286,000 for the park.

Table 5: Operations and Maintenance Expenses by Major Work Area/Feature (2014)

Park Feature	Unit	Labor Hours per Year per Unit	No. Units	Labor Hours per Year	Labor-related Cost per Year	Materials & Services per Yr	Total Cost per Year
<b>Labor-related costs</b>							
Large turf areas	per acre	52.0	15.0	780.0	\$ 18,500	\$ 3,000	\$ 22,500
Small/medium turf areas	per acre	52.0	3.0	156.0	\$ 3,900	\$ 600	\$ 4,500
Shrub beds	per 1000sf	52.0	12.0	624.0	\$ 15,600	\$ 500	\$ 16,100
Flower beds	per 1000sf	26.0	2.0	52.0	\$ 1,300	\$ 250	\$ 1,550
Planted trees	per tree	13.0	12.0	156.0	\$ 3,900	\$ 1,000	\$ 4,900
Hard surfaces	per 1000sf	3.0	200.0	600.0	\$ 15,000	\$ 250	\$ 15,250
Soft-surface paths/areas	per 1000sf	2.0	50.0	100.0	\$ 2,500	\$ 500	\$ 3,000
Turf multi-use fields	per field	52.0	3.0	156.0	\$ 3,900	\$ 3,000	\$ 6,900
Turf softball fields	per field	85.0	5.0	425.0	\$ 10,625	\$ 1,000	\$ 11,625
Irrigation system	per acre (irrigated)	10.0	28.0	280.0	\$ 7,000	\$ 8,000	\$ 15,000
Structures - clean/inspect/repair	per structure	35.0	5.0	175.0	\$ 4,375	\$ 250	\$ 4,625
Restrooms - clean & re-supply	per restroom	80.0	4.0	320.0	\$ 8,000	\$ 5,000	\$ 13,000
Play equipment - inspect & repair	per structure	48.0	2.0	96.0	\$ 2,400	\$ 1,000	\$ 3,400
Leaf removal	per acre (dev)	7.0	30.0	210.0	\$ 5,250	\$ 1,500	\$ 6,750
Storm debris	per acre (dev)	3.0	30.0	90.0	\$ 2,250	\$ 1,000	\$ 3,250
Security check & litter removal	per total acre	26.0	1.0	26.0	\$ 650	\$ 100	\$ 750
Empty trash cans	per can	30.0	30.0	900.0	\$ 22,500	\$ 1,000	\$ 23,500
Non-routine projects	per total acre	120.0	1.0	120.0	\$ 3,000	\$ 500	\$ 3,500
<b>Contracted costs</b>							
		Cost/Unit					
Water service	per acre (irrigated)	\$ 3,080	25.0			\$ 77,000	\$ 77,000
Solid waste service	per bin	\$ 1,800	1.0			\$ 1,800	\$ 1,800
Electricity service	per acre (dev)	\$ 1,400	25.0			\$ 35,000	\$ 35,000
Porta-potty service	per each	\$ 900	5.0			\$ 4,500	\$ 4,500
Contract repairs	per acre (dev)	\$ 250	1.0			\$ 250	\$ 250
Landscape maintenance service	per acre (dev)	\$ 500	1.0			\$ 500	\$ 500
Equipment rental	per acre (dev)	\$ 750	3.0			\$ 2,250	\$ 2,250
Equipment repair & maintenance	per acre (dev)	\$ 1,000	5.0			\$ 5,000	\$ 5,000
<b>Totals</b>				<b>5286</b>	<b>\$ 131,700</b>	<b>\$ 154,800</b>	<b>\$ 286,400</b>

The development of the preferred master plan will result in additional maintenance obligations for the City, and the following list itemizes the major quantity changes for park amenities.

- 35,000 sq.ft. new parking lot landscape
- 240,000 sq.ft. of disc golf
- 31,000 sq.ft. of pump track
- 2,400 sq.ft. skate spot
- 1 new picnic shelter with 5,400 sq.ft. lawn area
- 2 new restroom facilities
- 2 new tennis courts
- 2 new pickleball courts
- 270,500 sq.ft. synthetic turf (replaces natural turf)
- 650 lf of new terraced seating at amphitheater and fountain

- 4,000 sq.ft. additional community gardens
- 5,400 lf additional paved trails
- 12,000 sq.ft. additional concrete/asphalt hardscape
- 105,000 sq.ft. additional parking lot asphalt

Recognizing that the full master plan may not be implemented all at one time and that options exist for incremental enhancements to the park, the following operations cost estimate assumes full build-out of the park as shown in the master plan.

Table 6: Operations and Maintenance Expenses for Preferred Master Plan

Park Feature	Unit	Labor Hours per Year per Unit	No. Units	Labor Hours per Year	Labor-related Cost per Year	Materials & Services per Yr	Total Cost per Year
<b>Labor-related costs</b>							
Large turf areas	per acre	52.0	14.1	733.2	\$ 18,330	\$ 3,000	\$ 21,330
Small/medium turf areas	per acre	52.0	3.4	176.8	\$ 4,420	\$ 700	\$ 5,120
Shrub beds	per 1000sf	52.0	47.0	2444.0	\$ 61,100	\$ 1,500	\$ 62,600
Flower beds	per 1000sf	26.0	3.0	78.0	\$ 1,950	\$ 400	\$ 2,350
Planted trees	per tree	13.0	40.0	520.0	\$ 13,000	\$ 1,000	\$ 14,000
Hard surfaces	per 1000sf	3.0	382.7	1148.1	\$ 28,703	\$ 1,500	\$ 30,203
Soft-surface paths/areas	per 1000sf	2.0	50.0	100.0	\$ 2,500	\$ 500	\$ 3,000
Turf multi-use fields	per field	52.0	1.0	52.0	\$ 1,300	\$ 2,500	\$ 3,800
Turf softball fields	per field	85.0	3.0	255.0	\$ 6,375	\$ 800	\$ 7,175
Synthetic turf fields	per field	42.0	3.0	126.0	\$ 3,150	\$ 500	\$ 3,650
Irrigation system	per acre (irrigated)	10.0	22.0	220.0	\$ 5,500	\$ 8,000	\$ 13,500
Structures - clean/inspect/repair	per structure	35.0	7.0	245.0	\$ 6,125	\$ 400	\$ 6,525
Restrooms - clean & re-supply	per restroom	80.0	6.0	480.0	\$ 12,000	\$ 7,500	\$ 19,500
Play equipment - inspect & repair	per structure	48.0	4.0	192.0	\$ 4,800	\$ 2,000	\$ 6,800
Leaf removal	per acre (dev)	7.0	35.0	245.0	\$ 6,125	\$ 1,500	\$ 7,625
Storm debris	per acre (dev)	3.0	35.0	105.0	\$ 2,625	\$ 1,000	\$ 3,625
Security check & litter removal	per total acre	36.0	1.0	36.0	\$ 900	\$ 100	\$ 1,000
Empty trash cans	per can	30.0	36.0	1080.0	\$ 27,000	\$ 1,000	\$ 28,000
Non-routine projects	per total acre	200.0	1.0	200.0	\$ 5,000	\$ 500	\$ 5,500
<b>Contracted costs</b>							
		Cost/Unit					
Water service	per acre (irrigated)	\$ 3,080	22.0			\$ 67,760	\$ 67,760
Solid waste service	per bin	\$ 1,800	2.0			\$ 3,600	\$ 3,600
Electricity service	per acre (dev)	\$ 1,400	35.0			\$ 49,000	\$ 49,000
Porta-potty service	per each	\$ 900	5.0			\$ 4,500	\$ 4,500
Contract repairs	per acre (dev)	\$ 250	1.0			\$ 250	\$ 250
Landscape maintenance service	per acre (dev)	\$ 500	1.0			\$ 500	\$ 500
Equipment rental	per acre (dev)	\$ 750	6.0			\$ 4,500	\$ 4,500
Equipment repair & maintenance	per acre (dev)	\$ 1,000	8.0			\$ 8,000	\$ 8,000
<b>Totals</b>				<b>8436</b>	<b>\$ 210,900</b>	<b>\$ 172,500</b>	<b>\$ 383,400</b>

The annual operating costs for the preferred master plan are estimated to be approximately \$383,000 and approximately \$100,000 higher than the current maintenance costs. The largest impacts to the costs for the preferred master plan are due to increased quantities for hard surfaces

(parking, sport courts, trails), play equipment and landscape maintenance (shrubs and trees). With the installation of synthetic field turf, decreases in annual costs are anticipated for large turf areas, irrigation, and field sport maintenance.

As the City considers incremental or phased improvements to Memorial Park, the projected maintenance costs should be re-evaluated.

### Additional Considerations

Other municipalities have sought and leveraged partnerships to either help offset maintenance costs or conditionally expand facilities. Such arrangements are best suited toward single-use or special purpose facilities. In advance of implementing the preferred master plan, the City should consider reaching out specifically to user groups for three facilities: off-leash area, pump track and disc golf.

- Advocates for off-leash areas in other cities have successfully organized into non-profit (501C3) entities to create a vehicle for fundraising for off-leash area maintenance and acting as a source of volunteers to clean-up days or special fundraising events.
- One option to help offset maintenance costs for the pump track is to develop a volunteer base of cyclists for seasonal work parties, clean-ups and (re)construction activities.
- Similarly, the City can seek the support of local disc golf enthusiasts and clubs for assistance in laying out, installing and maintaining the disc golf course.

These alternatives should be considered in addition to and in coordination with the City's ongoing maintenance standards, protocols and staffing - with the recognition that volunteer support for maintenance activities will not diminish the need for and role of park maintenance staff.

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<b>Memorial Park Master Plan</b> Wilsonville, Oregon Walker Macy Portland, Oregon Master Plan Probable Cost Estimate 1.3	<b>Architectural Cost Consultants, LLC</b> Stanley J. Pszczolkowski, AIA 8060 SW Pfaffle Street, Suite 110 Tigard, Oregon 97223-8489 Phone: (503) 718-0075 Fax: (503) 718-0077 www.ArchCost.com	Estimate Date: 06-May-15 Document Date: 18-Feb-15 Print Date: 06-May-15 Print Time: 11:28 AM Constr. Start: Todays Cost
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<b>DIRECT CONSTRUCTION COST SUMMARY</b>
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Component	Area	\$ / SF	Total
Masterplan Estimate	5,494,582 sf	\$2.10 /sf	\$11,560,950
<b>TOTAL DIRECT CONSTRUCTION COST</b>	5,494,582 sf	\$2.10 /sf	<b>\$11,560,950</b>
Budget			0
Indicated Surplus / (Deficit)			(11,560,950)
<b><u>ALTERNATES</u></b> - None Indicated for Pricing			

The above estimates are for direct construction cost only. They do not include furnishings & equipment, architect and engineer design fees, consultant fees, inspection and testing fees, plan check fees, state sales tax, hazardous material testing and removal, financing costs, owners contingency, nor any other normally associated development costs.

The above estimates assume a competitively bid project, with at least three qualified bidders in each of the major sub-trades as well as the general contractors.

The above estimates assume a construction start date of: Todays Cost. If the start of construction is delayed beyond the date above, the estimates must be indexed at a rate of 4% to 5% per year compounded.

This is a probable cost estimate based on in-progress documentation provided by the architect. The actual bid documents will vary from this estimate due to document completion, detailing, specification, addendum, etc. The estimator has no control over the cost or availability of labor, equipment, materials, over market conditions or contractor's method of pricing, contractor's construction logistics and scheduling. This estimate is formulated on the estimator's professional judgment and experience. The estimate makes no warranty, expressed or implied, that the quantities, bids or the negotiated cost of the work will not vary from the estimator's opinion of probable construction cost.

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Masterplan Estimate	Quantity	Unit	Cost / Unit	Cost	Sub-totals	Comments
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02   EXISTING CONDITIONS						
Site Demolition						
misc demo - allowance	1	sum	\$15,000.00	\$15,000		
removal of invasive species - allowance		acre	1,500.00	0		acreage TBD
remove trails	1	sum	500.00	500		
remove basketball court	1	sum	6,278.44	6,278		
remove skate park	1	sum	3,000.00	3,000		
remove restroom	1	sum	500.00	500		
remove ac paving	20,000	sf	0.55	11,000		
remove gravel parking areas	60,000	sf	0.50	30,000		
remove fencing at community garden	700	lf	3.50	2,450		
remove utilities	1	sum	5,000.00	5,000		
remove lighting	1	sum	35,000.00	35,000		
haul & disposal	1	sum	16,310.00	16,310		
Sub-total	5,494,582	sf	0.02 /sf		\$125,038	
<b>SUB-TOTAL 02   EXISTING CONDITIONS</b>			0.02 /sf		<b>\$125,038</b>	

31   EARTHWORK						
Clearing & Grubbing						
clear & grub	715,000	sf	0.05	35,750		
haul & disposal	1	sum	5,360.00	5,360		
Sub-total	5,494,582	sf	0.01 /sf		41,110	
Stripping & Stockpiling						
strip & stockpile, assume 4"	5,250	cy	6.00	31,500		
Sub-total	5,494,582	sf	0.01 /sf		31,500	
Grading / Site Excavation & Fill						
mobilization / demobilization	1	sum	30,000.00	30,000		
construction staking	1	sum	7,500.00	7,500		
cut (assume dry weather conditions)	6,100	cy	8.00	48,800		from forest shelter
cut (assume dry weather conditions)	7,524	cy	8.00	60,189		from ballfields # 1 & 2
fill (assume dry weather conditions)	1,355	cy	10.00	13,550		
haul excess material off-site	12,269	cy	12.00	147,223		
level / grade / proof roll	715,000	sf	0.30	214,500		
flagging / temp barricade / cleanup	1	sum	20,000.00	20,000		
Sub-total	5,494,582	sf	0.10 /sf		541,762	
Erosion & Sedimentation Controls						
allowance for work not shown	1	sum	75,000.00	75,000		
Sub-total	5,494,582	sf	0.01 /sf		75,000	
<b>SUB-TOTAL 31   EARTHWORK</b>			0.13 /sf		<b>\$689,372</b>	

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Masterplan Estimate	Quantity	Unit	Cost / Unit	Cost	Sub-totals	Comments
<b>32   EXTERIOR IMPROVEMENTS</b>						
<b>Northeast Parking Lot</b>						
4" ac pavement, drive aisles	116	ton	95.00	11,020		4,640 sf
6" base course	167	ton	20.00	3,335		
2" leveling course	56	ton	23.50	1,306		
2" ac pavement, parking stalls	82	ton	95.00	7,760		6,535 sf
4" base course	157	ton	20.00	3,131		
2" leveling course	78	ton	23.50	1,840		
geotextile fabric	1,242	sy	1.65	2,049		
concrete curb, vertical	600	lf	12.50	7,500		
4" base course	29	ton	20.00	575		
pavement markings						
ada logo	2	ea	85.00	170		
diagonal striping	90	sf	2.25	203		
parking stall striping	25	ea	18.00	450		
ada sign, post & footing	2	ea	200.00	400		
Sub-total	5,494,582	sf	0.01 /sf		39,739	\$3.56 /sf
<b>East Parking Lot</b>						
4" ac pavement, drive aisles	627	ton	95.00	59,527		25,064 sf
6" base course	901	ton	20.00	18,015		
2" leveling course	300	ton	23.50	7,056		
2" ac pavement, parking stalls	288	ton	95.00	27,313		23,000 sf
4" base course	551	ton	20.00	11,021		
2" leveling course	276	ton	23.50	6,475		
geotextile fabric	5,340	sy	1.65	8,812		
concrete curb, vertical	1,185	lf	12.50	14,813		
4" base course	57	ton	20.00	1,136		
pavement markings						
ada logo	4	ea	85.00	340		
diagonal striping	180	sf	2.25	405		
parking stall striping	105	ea	18.00	1,890		
ada sign, post & footing	4	ea	200.00	800		
bike racks	18	ea	325.00	5,850		
Sub-total	5,494,582	sf	0.03 /sf		163,453	\$3.40 /sf
<b>Southwest Parking Lot</b>						
4" ac pavement, drive aisles	603	ton	95.00	57,309		24,130 sf
6" base course	867	ton	20.00	17,343		
2" leveling course	289	ton	23.50	6,793		
2" ac pavement, parking stalls	271	ton	95.00	25,709		21,650 sf
4" base course	519	ton	20.00	10,374		
2" leveling course	259	ton	23.50	6,095		
geotextile fabric	5,087	sy	1.65	8,393		
concrete curb, vertical	620	lf	12.50	7,750		
4" base course	30	ton	20.00	594		
pavement markings						
ada logo	5	ea	85.00	425		
diagonal striping	270	sf	2.25	608		
parking stall striping	96	ea	18.00	1,728		
crosswalk striping	100	lf	5.50	550		
ada sign, post & footing	5	ea	200.00	1,000		
Sub-total	5,494,582	sf	0.03 /sf		144,671	\$3.16 /sf

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Masterplan Estimate	Quantity	Unit	Cost / Unit	Cost	Sub-totals	Comments
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32   EXTERIOR IMPROVEMENTS - Continued						
Gravel Road	11,150	sf				
8" base course	534	ton	20.00	10,685		
2" leveling course	134	ton	23.50	3,139		
geotextile fabric	1,239	sy	1.65	2,044		
barrier arm gate at south prkg	1	ea	2,500.00	2,500		@ gravel road access
bollard type barriers	17	ea	250.00	4,250		allowance, verify
Sub-total	5,494,582	sf	0.00 /sf		22,618	\$2.03 /sf
Asphalt Trails						
2" ac pavement	1,767	ton	95.00	167,883		141,375 sf
4" base course	3,387	ton	20.00	67,742		
2" leveling course	1,694	ton	23.50	39,799		
geotextile fabric	15,708	sy	1.65	25,919		
stairs on grade, 8' wide	352	lf	45.00	15,840		allowance, verify type
railings	104	lf	65.00	6,760		
benches	9	ea	1,200.00	10,800		allowance, verify type
Sub-total	5,494,582	sf	0.06 /sf		334,743	\$2.37 /sf
Rock Trails	91,482	sf				
4" base course	2,192	ton	20.00	43,835		
2" leveling rock course	1,096	ton	28.25	30,959		
geotextile fabric	10,165	sy	1.65	16,772		
nature based playground areas	5	areas	5,000.00	25,000		allowance
benches	16	ea	1,200.00	19,200		allowance, verify type
boardwalk	2,224	sf	45.00	100,080		
lookout stone walls, assume 2' ht.	181	lf	150.00	27,150		
Sub-total	5,494,582	sf	0.05 /sf		262,996	\$2.87 /sf
Synthetic Turf Ballfields #1 & 2						
cement amended subgrade, 12" depth	30,094	sy	2.35	70,722		allowance, verify
synthetic turf: ball fields	270,850	sf	4.20	1,137,570		
shock pad underlayment	270,850	sf	1.00	270,850		
4" base course	6,489	ton	30.00	194,673		
2" leveling course	3,245	ton	35.00	113,560		
geotextile fabric	36,113	sy	1.65	59,587		
concrete curb at synthetic turf perimeter	2,440	lf	16.00	39,040		
2x nailer board	2,440	lf	7.80	19,032		
1.5"x12" ads flat drain pipe @ 20' oc	12,900	lf	15.00	193,500		
8" perf pipe, collector	1,375	lf	55.00	75,625		
10" perf pipe, collector	475	lf	60.00	28,500		
cleanouts, 8"	13	ea	600.00	7,800		
dugouts (4 each), 10'x30'	1,200	sf	79.00	94,800		
baseball backstops	2	ea	75,000.00	150,000		allowance, verify size/type
black vinyl chainlink fence, 6' ht.	200	lf	40.00	8,000		@ baseball base lines
baseball / softball diamond equipment	2	set	800.00	1,600		
bull pen equipment, pitcher+home plates		sets	250.00	0		NIC, verify
20' baseball foul pole with wing	4	ea	2,700.00	10,800		
portable outfield fencing, 6' ht. x 10'	1,100	lf	78.00	85,800		Sportafence or similar
soccer goals	4	ea	2,500.00	10,000		
Sub-total	5,494,582	sf	0.47 /sf		2,571,459	\$9.49 /sf

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Masterplan Estimate	Quantity	Unit	Cost / Unit	Cost	Sub-totals	Comments
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32   EXTERIOR IMPROVEMENTS - Continued						
<b>Natural Turf Ballfields #3, 4 &amp; 5</b>						
renovate natural turf	215,000	sf	0.75	161,250		allowance
dugouts (4 each), 10'x30'	1,200	sf	79.00	94,800		
baseball backstops	2	ea	75,000.00	150,000		allowance, verify size/type
black vinyl chainlink fence, 6' ht.	200	lf	40.00	8,000		@ baseball base lines
baseball / softball diamond equipment	2	set	800.00	1,600		
bull pen equipment, pitcher+home plates		sets	250.00	0		NIC, verify
20' baseball foul pole with wing	4	ea	2,700.00	10,800		
portable outfield fencing, 6' ht. x 10'	1,100	lf	78.00	85,800		Sportafence or similar
soccer goals	2	ea	2,500.00	5,000		
Sub-total	5,494,582	sf	0.09 /sf	517,250		\$2.41 /sf
<b>Pickleball Courts</b>						
2" ac pavement, at bleachers	57	ton	95.00	5,415		4,560 sf
2" ac pavement, ball courts	73	ton	95.00	6,891		5,803 sf
4" base course	248	ton	20.00	4,965		
2" leveling course	124	ton	23.50	2,917		
geotextile fabric	645	sy	1.65	1,064		
1/2" court surfacing + striping	5,803	sf	5.00	29,013		
pickleball court nets	4	ea	750.00	3,000		
alum. bleachers, 5 rows	96	lf	320.00	30,720		
covered structure, 20' ht.	6,100	sf	77.46	472,500		allowance, verify construction
Sub-total	5,494,582	sf	0.10 /sf	556,485		
<b>Tennis Courts</b>						
complete construction - allowance	1	sum	250,000.00	250,000		
Sub-total	5,494,582	sf	0.05 /sf	250,000		
<b>Basketball Court</b>						
2" ac pavement, ball courts	105	ton	95.00	9,941		8,371 sf
4" base course	201	ton	20.00	4,011		
2" leveling course	100	ton	23.50	2,357		
geotextile fabric	930	sy	1.65	1,535		
1/2" court surfacing + striping	8,371	sf	5.00	41,856		
basketball backstops, pole mounted	4	ea	1,950.00	7,800		
Sub-total	5,494,582	sf	0.01 /sf	67,500		\$8.06 /sf
<b>Sand Volleyball Court 1,800 sf</b>						
volleyball sand court	50	cy	80.00	4,000		
perimeter containment - allowance	180	lf	20.00	3,600		
volleyball court net	1	ea	1,800.00	1,800		
Sub-total	5,494,582	sf	0.00 /sf	9,400		\$5.22 /sf
<b>Dog Park 67,850 sf</b>						
black vinyl chainlink fence, 6' ht.	1,211	lf	40.00	48,420		@ dog park
man gate, 42"-48"	3	ea	450.00	1,350		
relocate shelters	2	ea	1,500.00	3,000		
dog park signs	2	ea	250.00	500		
dog bag dispenser on post	2	ea	350.00	700		
deep well dog waste receptacle	1	ea	1,500.00	1,500		allowance, verify
Sub-total	5,494,582	sf	0.01 /sf	55,470		\$0.82 /sf
<b>Skate Park</b>						
complete construction - allowance	6,400	sf	30.00	192,000		
Sub-total	5,494,582	sf	0.03 /sf	192,000		

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	Stanley J. Pszczolkowski, AIA		Document Date: 18-Feb-15
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	Tigard, Oregon 97223-8489		Print Time: 11:28 AM
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Masterplan Estimate	Quantity	Unit	Cost / Unit	Cost	Sub-totals	Comments
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32   EXTERIOR IMPROVEMENTS - Continued						
<b>Bike Park</b>						
pump track construction- allowance	1,030	cy	30.00	30,900		fill from forest shelter
Sub-total	5,494,582	sf	0.01 /sf	30,900		
<b>Amphitheater</b>						
fill from forest shelter	325	cy	12.00	3,900		
stone retaining walls	765	lf	125.00	95,625		assume 3' ht.
steps on grade	88	lf	45.00	3,949		
2' stone wall at stage back	340	sf	145.00	49,300		assume 4' ht.
stage platform area	990	sf	25.00	24,750		assume raised concrete
Sub-total	5,494,582	sf	0.03 /sf	177,524		
<b>Maintenance Facility</b>						
building, complete - allowance	1,500	sf	190.00	285,000		
Sub-total	5,494,582	sf	0.05 /sf	285,000		
<b>Restroom Facilities</b>						
CXT building, 2 stalls	520	sf	158.00	82,160		@ dog park area
CXT building, 2 stalls	520	sf	158.00	82,160		@ new east parking lot
CXT building, 2 stalls	520	sf	158.00	82,160		@ new south parking lot
CXT building, 4 stalls	1,400	sf	123.00	172,200		@ tennis courts
renovate building + add 2 stalls	2,088	sf	160.00	334,080		north of ballfield #1
Sub-total	5,494,582	sf	0.14 /sf	752,760		
<b>Concession Area</b>						
building, complete	400	sf	175.00	70,000		@ new south parking lot
Sub-total	5,494,582	sf	0.01 /sf	70,000		
<b>Community Garden</b> 27,950 sf						
black vinyl chainlink fence, 8' ht.	690	lf	52.00	35,880		
double gate, 12'	1	pair	1,800.00	1,800		
man gate, 42"-48"	1	ea	450.00	450		
topsoil-18" at plots (imported)	1,452	cy	28.00	40,656		for .6 acres
crushed granite pathways	1,814	sf	0.50	907		
water spigots & piping	1	sum	3,000.00	3,000		
kiosk - allowance	1	sum	2,500.00	2,500		
Sub-total	5,494,582	sf	0.02 /sf	85,193		
<b>Frisbee Golf Course</b>						
course layout & development	1	sum	4,500.00	4,500		allowance
concrete pads, 4'x8'	27	ea	320.00	8,640		
disc catchers, (9 set)	1	set	7,150.00	7,150		
rules sign	1	ea	166.25	166		
tee signs	9	ea	166.25	1,496		
Sub-total	5,494,582	sf	0.00 /sf	21,952		
<b>Playground Area (south of tennis courts)</b>						
black vinyl chainlink fence, 4' ht.	270	lf	30.00	8,100		
man gate, 36"	1	ea	350.00	350		
Sub-total	5,494,582	sf	0.00 /sf	8,450		
<b>Miscellaneous Site Furnishings</b>						
allowance for other site signage	1	sum	10,000.00	10,000		
allowance for trash receptacles	30	ea	1,000.00	30,000		allowance
Sub-total	5,494,582	sf	0.01 /sf	40,000		

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Masterplan Estimate	Quantity	Unit	Cost / Unit	Cost	Sub-totals	Comments
<b>32   EXTERIOR IMPROVEMENTS - Continued</b>						
Dock Launch						
Versi launch, Gatordock	3	slips	14,000.00	42,000		@ existing dock system
Sub-total	5,494,582	sf	0.01 /sf		42,000	
Landscape Irrigation						
new planting beds	36,200	sf	1.25	45,250		@ parking lots
new lawn areas only	35,000	sf	0.75	26,250		
pumps, controllers, etc - allowance	1	sum	15,000.00	15,000		
Sub-total	5,494,582	sf	0.02 /sf		86,500	
Planting						
trees, 1.5" cal.	455	ea	250.00	113,750		
repair lawn area	90,000	sf	0.50	45,000		allowance
new lawn area, seeding	35,000	sf	1.25	43,750		
new planting beds, minimal	36,200	sf	2.75	99,550		@ parking lots
establishment maintenance	1	sum	5,000.00	5,000		
Sub-total	5,494,582	sf	0.06 /sf		307,050	
<b>SUB-TOTAL 32   EXTERIOR IMPROVEMENTS</b>			1.29 /sf		<b>\$7,095,113</b>	

<b>33   UTILITIES</b>						
Water Utilities						
allowance for piping to new restrooms	1	sum	35,000.00	35,000		
Sub-total	5,494,582	sf	0.01 /sf		35,000	
Sanitary Sewerage Utilities						
allowance for piping to new restrooms	1	sum	28,500.00	28,500		
Sub-total	5,494,582	sf	0.01 /sf		28,500	
Storm Drainage Utilities						
site drainage systems						
see athletic surfacing above		sum	0.00	0		
allowance for site & parking lot	1	sum	50,000.00	50,000		for sub-base drainage
Sub-total	5,494,582	sf	0.01 /sf		50,000	

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Masterplan Estimate	Quantity	Unit	Cost / Unit	Cost	Sub-totals	Comments
<b>33   UTILITIES - Continued</b>						
Electrical Utilities						
service/controls/distribution	1	sum	50,000.00	50,000		
site lighting						
ballfields #1,2,3 & 4	15	ea	48,000.00	720,000		
existing walkway, 12' poles @ 40'oc	12	ea	5,000.00	60,000		exist. prkg lot to ballfields
pickleball, at structure	1	sum	24,000.00	24,000		
parking lots	10	ea	15,000.00	150,000		
main walkway, 12' poles @ 40'oc	32	ea	5,000.00	160,000		between south & east prkg lots
Sub-total	5,494,582	sf	0.21 /sf		1,164,000	
<b>SUB-TOTAL 33   UTILITIES</b>			0.23 /sf		<b>\$1,277,500</b>	
<b>SUB-TOTAL</b>			1.67	9,187,023	<b>\$9,187,023</b>	
Estimating Contingency			10.00%	918,702		
Index To Construction Start	Todays Cost		0.00%	0		@ ± 4% per year
General Conditions / Insurance / Bond			10.00%	1,010,573		
General Contractor OH & Profit			4.00%	444,652	2,373,927	25.84%
<b>TOTAL DIRECT CONSTRUCTION COST</b>						
<b>Masterplan Estimate</b>	<b>5,494,582</b>	<b>sf</b>	<b>\$2.10 /sf</b>		<b>\$11,560,950</b>	<b>126.14 acres</b>

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**PLANNING COMMISSION  
WEDNESDAY, MAY 13, 2015  
6:00 PM**

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**VII. WORK SESSIONS**

**A. Coffee Creek Industrial Form-based Code (Neamtzu, Urbsworks)**

**Date:** Tuesday, 6 May 2015  
**To:** Chris Neamtzu  
**Subject:** 13 May 2015 Planning Commission Briefing  
**From:** Joseph Readdy, Urbsworks, Inc.  
**Copy:** Marcy McInelly, Keith Liden

## **WILSONVILLE COFFEE CREEK LIGHT INDUSTRIAL AREA FORM-BASED CODE**

### **13 May 2015 Planning Commission Presentation and Briefing**

Progress status update on the Coffee Creek Industrial Area master plan, Light-industrial Form-based Code, and Pattern Book.

#### **Background**

The City was awarded a grant from the Transportation and Growth Management (TGM) Growth Assistance Program to create a Light-industrial Form-based Code (FBC) and Pattern Book that will apply to the Coffee Creek Industrial Area.

The Planning Commission received an orientation to Form-based Codes on 19 February 2014 and 21 June 2014. Planning Commission input to staff and the consultant team has directly informed recent work on both the Form-based Code and the Pattern Book.

The consultants have developed final drafts of the Form-based Code and Pattern Book with extensive staff review. At the meeting, the consultant team will present the Planning Commission a progress status report and update.

The purpose of the Form-based Code and Pattern Book is to support economic development and job creation through an integrated system of code elements that include:

1. An amended Coffee Creek Industrial Area Master Plan of 2007;
2. A Form-based Code for the master plan area with clear and objective standards that provides certainty to applicants;
3. A targeted set of specific Adjustments to the FBC standards that offer flexibility to applicants and that can be administered by staff; and
4. A Pattern Book with design guidelines that correlate with the clear and objective standards of the Form-based Code and encourage high-quality site and building design. The design guidelines provide flexibility to those applicants with special projects that go beyond the basic elements of the Form-based Code.

A challenge to the project has been planning for the implementation of a connected network of existing and new streets that add connectivity while also preserving large sites capable of supporting large-scale industrial buildings.

The project represents an opportunity to streamline the approval process for new projects. The project outcome will support economic development and job creation through regulations that provide the appropriate balance of certainty with a generous range of flexibility that results in high-quality design from the public realm to site design and landscaping to the buildings.

The Coffee Creek Industrial Area Master Plan (2007) will be amended to incorporate references to the connectivity standards of the Form-based Code.

The Coffee Creek Form-based Code and Pattern Book together establish regulations and guidelines for street design and connectivity, site design and circulation, building form and massing, and building design and architecture.

The intent is to create:

1. An industrial and employment district featuring cohesive and high-quality site, landscape and building design through an emphasis on the design of the public realm;
2. A complete network of existing and new streets, paths, and trails that will support a sense of place and identity; and
3. A multi-modal transportation network that accommodates pedestrians, bicyclists, transit riders, motorists, and freight in the context of a modern light industrial and employment district.

The Form-based Code uses clear and objective standards that are specific, discrete requirements and numerical standards, which substantially minimize judgment about compliance. Additional flexibility is built-in to the Form-based Code with adjustment criteria for a limited set of standards that provide additional flexibility to applicants and can be administered by staff.

## Recent Work

Summary of work completed since last Planning Commission briefing

### 21 July 2014 – City Council Briefing

Staff and the consultants introduced the Form-based Code and Pattern Book to Council.

The Mayor and Councilors present expressed support for the effort to streamline approval of light industrial development. As City Manager Bryan Cosgrove stated, “Developers like certainty and timing. If you can build that into your code I think it gives us a competitive advantage.”

### 30 October 2014 – Neighborhood Open House and Meeting

Staff and the consultants held a three-hour open house, presentation, and discussion with community members about the Coffee Creek Area master plan, the Light-industrial Form-based Code, and Pattern Book.

### 12 November 2014 – Technical Advisory Committee Meeting

Staff and the consultants held a project update and discussion about issues arising from the Road Test.

### December 2014 – Road Test

*According to the Scope of Work:*

*Consultant shall prepare a “road test” of the draft Light Industrial Form Based Code (Form-based Code) and Pattern Book (Draft #2) using three hypothetical development application examples, for one potential development site within the Coffee Creek Master Plan area. The purpose of this task is to demonstrate how the Form-based Code will work procedurally. The three applications will include one that is approved based on compliance with the clear and objective (i.e., non-discretionary) standards of the Form-based Code, a second that is approved according to the design guidelines in the Pattern Book, and a third that will follow a hybrid process: a combination of the Form-based Code and the Pattern Book. This task must include the following steps:*

*a) Consultant shall facilitate a road test work session with City to develop three example industrial developments for testing. Refinement of the hypothetical development applications may occur via telephone and email. Consultant shall prepare summary notes of the road test work session, including a description of each hypothetical development application.*

*b) Consultant shall apply the Form-based Code and Pattern Book, and Wilsonville Code provisions to the three example development applications and provide a road test memorandum explaining in detail the test results, i.e., what the process of approval was for each application.*

*c) Consultant shall lead a road test review meeting with City development review staff to review and confirm the results for the three examples. Consultant shall submit summary notes of the meeting, including a list of agreed upon amendments to the Form-based Code and Pattern Book drafts, and / or the Wilsonville Code.*

*d) Consultant shall facilitate a Technical Advisory Committee work session with a stakeholders group identified by City (the Technical Advisory Committee: technical advisory committee) to review the evaluation of the three examples and the recommendations. Consultant shall summarize additional recommendations made by the stakeholders and Technical Advisory Committee work session summary notes.*

The “road test” was added to the scope of work to help inform how effectively the draft Light Industrial Form-Based Code would perform in simulated applications using hypothetical development prototypes. The two primary objectives of the road test are to determine if the standards of the form-based code in the Coffee Creek Design Overlay District and the design guidelines in the Pattern Book for Coffee Creek Industrial Area:

- Are complete, easy to understand, and easy to administer; and
- Are consistent with and complementary to other relevant provisions in the Wilsonville Code.

The project team met on 10 October to complete the work of Sub-task a) identification of three prototypical sites. Subsequent to that meeting, the consultant team reviewed seven actual project applications and selected three for modeling and testing on the prototypical sites. The results of the road test (subtask b) were summarized in the memorandum of 27 October (which is attached to this summary memo).

A follow-up project team review with the City development review staff on 31 October (subtask c) focused on the existing application and review process and how that process should best be refined to make the Form-based Code an effective planning tool. The goal is to fully integrate the Form-based Code into Chapter Four of the Wilsonville development code with three tracks to project approval:

1. Staff prepares a decision with findings that indicates that a project meets all of the clear and objective standards of the Form-based Code. The project can be approved by the Planning Director based on clear and objective standards.
2. Staff review indicates that a project meets all of the clear and objective standards of the Form-based Code, and/ or the targeted adjustments that are built into the code. Staff prepares a decision with findings and, in addition, justifies the targeted adjustments. The project can be approved by the Planning Director.
3. A project has elements that differ from the clear and objective standards of the Form-based Code and must be reviewed by the Development Review Board (DRB). The decision to go through the DRB process is either requested by the applicant or required by the Planning Director. Staff prepares a decision with findings, evaluation criteria for DRB review and a recommendation to inform the DRB.

The design team reviewed work-to-date with the Technical Advisory Committee meeting (subtask d) on 12 November. Input received from the TAC was incorporated in a draft road test summary memorandum completed on 17 November which served as the agenda for the final project team meeting on 21 November. The resolution of all outstanding issues was commemorated in the final draft summary memo of 24 November, which is attached to this summary memo.

An extra meeting with selected members of the TAC is scheduled for 12 December to review example projects and discuss design issues for possible incorporation into the Form-based Code or Pattern Book.

The consultant team is currently working on a final draft of the Form-based Code which will include draft criteria for targeted adjustments and draft justifications for DRB evaluation criteria.

### **12 December 2014 – Technical Advisory Committee: Virtual Tour**

A special meeting of the Project Team and the Technical Advisory Committee to do a virtual tour on Google Earth of targeted industrial areas across the United States. Special consideration was given to:

- Primary streets and street frontages for industrial buildings;

- Location of curb cuts and access driveways;
- Location and screening of loading bays;
- Building design issues related to massing, articulation, materials and finishes; and
- Landscaping.

#### April 2015 – Light-industrial Form-based Code: Final Draft

The final draft of the Coffee Creek Industrial Design Overlay District includes:

- A replacement section for the current Day Road Design Overlay Zone (Section 4.134).
- Minor amendments to a variety of Wilsonville Code sections to ensure consistency between the Coffee Creek Industrial Design Overlay District (CCDOD) and related code provisions.
- The Wilsonville Pattern Book for the Coffee Creek Light Industrial Area, to be administered by the Development Review Board (DRB) for all Class III applications.

#### Key Elements of the Form-based Code

There are several key elements, which should be carefully reviewed and considered. They are summarized below along with a consulting team recommendation. The recommendations are reflected in the draft amendments that are summarized in the table and shown in the attached code text amendments.

- **Two-Track review framework.** The CCDOD and related code amendments are designed with a two-track review framework.
  - 1) One track would allow a more streamlined review through the Class II Administrative process for applications, which can meet the CCDOD standards completely or with minor variations allowed through minor adjustments.
  - 2) For applications requiring approval of design elements, which do not meet the standards or adjustment criteria, the second track follows the current DRB process. The DRB would use the Wilsonville Pattern Book for the Coffee Creek Light Industrial Area in addition to applicable code requirements.
- **Planning Director authority.** The draft amendments would grant additional Class II Administrative decision-making authority to the Planning Director for development applications within the CCDOD. The purpose is to provide for a more streamlined development review process, which is one of the primary goals of this project. This expansion of review authority is recommended to include subdivisions, site design review, Stage I and II planned development review, and Type C tree removal permits.
- **Limitation of DRB waivers.** A form-based code approach is most effective when the design standards are closely adhered to. Therefore, it is recommended that DRB waivers allowed in Subsection 4.118 (.03) A should not apply to applications within the CCDOD. DRB waivers in the CCDOD are proposed to meet the requirements of Subsection 4.118 (.03) B where “substantial evidence” is required to approve a waiver, including consistency with the Wilsonville Pattern Book for the Coffee Creek Light Industrial Area. Several critical design elements are proposed to be eligible for waivers under the more stringent requirements in Subsection 4.118 (.03) C 5.
- **Delete the Day Road Design Overlay District.** The Day Road DOD (Section 4.134) would be deleted in its entirety and the CCDOD is proposed to take its place. In addition, the area covered by this section would be expanded from the Day Road corridor to the area covered by the Coffee Creek Industrial Area Master Plan, completed in 2007.
- **Design adjustments.** The CCDOD includes provisions for adjustments to the standards in Section 4.134. Adjustments are limited to a 10% or 20% deviation if specified standards if adjustment criteria (also in 4.134) are met.

- **Site Design Review criteria.** Section 4.400 contains general site design review criteria, which overlap with the proposed design standards proposed for the CCDOD in Section 4.134. These criteria are proposed not to apply within the CCDOD to avoid confusion and potentially conflicting criteria.
- **Tree protection.** Currently, the Planning Director only has authority to issue Type A, B, and D tree removal permits (Class I or II review), and Type C must be granted by the DRB. The amendment proposes Planning Director authority to review Type C tree removal permits in the CCDOD under the Class II process. The purpose of this change is to allow most development applications in the CCDOD to be eligible for Class II review. Because many sites will include some trees, it will be important to allow Planning Director authority for tree removal for the two-track process to be a realistic option for the majority of properties in the CCDOD. Alternative approaches to address tree protection could include:
  - 1) Review of trees and tree protection by including Stage I planned development review with applications for annexation, comprehensive plan amendments, and zone change. This way, the tree protection parameters could be addressed early allowing Planning Director review of subsequent development permits to ensure compliance.
  - 2) A city-sponsored tree inventory could be conducted in advance of annexation and/or development applications for the Coffee Creek area to determine which trees are worthy of special protection. As with the above option, subsequent Planning Director or DRB action would be guided by the findings of the inventory.
- **Traffic impact reports.** The consulting team and city staff discussed the possibility of conducting a city-led master plan traffic study for the entire area to reduce the traffic impact report burden for individual development applications. This would represent an approach that would be complementary to the streamlined review process sought for this area.

#### April 2015—3d Modeling of the Form-based Code

*From the Scope of Work*

*a) Consultant shall facilitate a 3D modeling work session with City staff, to identify a site or sites for digital 3D modeling, and to review sample images to inform the creation of the final images, referenced in Task 4.7b. Refinement of the site selection and illustration techniques may occur via telephone and email. Consultant shall prepare summary notes of the 3D modeling work session, including a description of each digital 3D model.*

*b) Consultant shall prepare digital 3D models of a hypothetical development following the proposed Light Industrial Form-based Code and Pattern Book. The models shall be made for a corridor and a property, and shall include explanatory text and tables, showing the development standards and/ or guidelines being met. They shall be rendered in full color, with a version that can be uploaded to the City's project website. There shall be at least ten images for each model, five for the development standards, and five for the design guidelines.*

Site selection: three representative sites within the Coffee Creek master plan area for modeling that represent a range of possible development contexts.

- A site on Day Road;
- A larger development site between Garden Acres Road and Kinsman Road; and
- An existing industrial site along Grahams Ferry Road.

Development Modeling: On each of the representative sites selected for 3D modeling, we have developed prototypical building and site development models.

- For the site on Day Road: a multi-story office building;

- For the larger development site between Garden Acres Road and Kinsman Road: an industrial/warehouse building with loading docks and service bays; and
- For the existing industrial site along Grahams Ferry Road: a building type combining existing structures with new development.

For each building and site development prototype, a set of related illustrations clearly demonstrate how development that can be achieved under the clear and objective standards of the Form-based Code.

### Preview of the Presentation

The summary slides attached to this briefing package are schematic representations of the more complete presentation for 13 May 2015.

## Wilsonville Coffee Creek Light Industrial Form-Based Code

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### Four areas of regulation

- ✓ Street Design and Connectivity
- ✓ District-Wide Planning and Landscaping
- ✓ Site Design
- ✓ Building Design

Wilsonville Coffee Creek Light Industrial Form-Based Code | May 2015 | Urbanworks Inc. | Landscape

1

## Street Design and Connectivity

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### District-Wide Planning and Landscaping

- Development Standards
- ✓ Connection spacing and type
  - ✓ Connection hierarchy and primary frontage
  - ✓ Trees

Wilsonville Coffee Creek Light Industrial Form-Based Code | May 2015 | Urbanworks Inc. | Landscape

2

## Site Design

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- Development Standards
- ✓ Driveway access, spacing and width
  - ✓ Pedestrian access, spacing, width and access to transit
  - ✓ Parcel frontage occupied by a building
  - ✓ Parking location, setback, sidewalks, perimeter screening and landscaping, off-street loading berth, carpool and vanpool parking
  - ✓ Grading and retaining walls
  - ✓ Planting
  - ✓ Location and screening of utilities

Wilsonville Coffee Creek Light Industrial Form-Based Code | May 2015 | Urbanworks Inc. | Landscape

3

## Building Design

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- Development Standards
- ✓ Entrance location, visibility, canopy, amenity, transparency and lighting
  - ✓ Building massing, front setback, minimum height and ground floor height
  - ✓ Base, body and top dimensions
  - ✓ Screening of roof-mounted equipment

Wilsonville Coffee Creek Light Industrial Form-Based Code | May 2015 | Urbanworks Inc. | Landscape

4

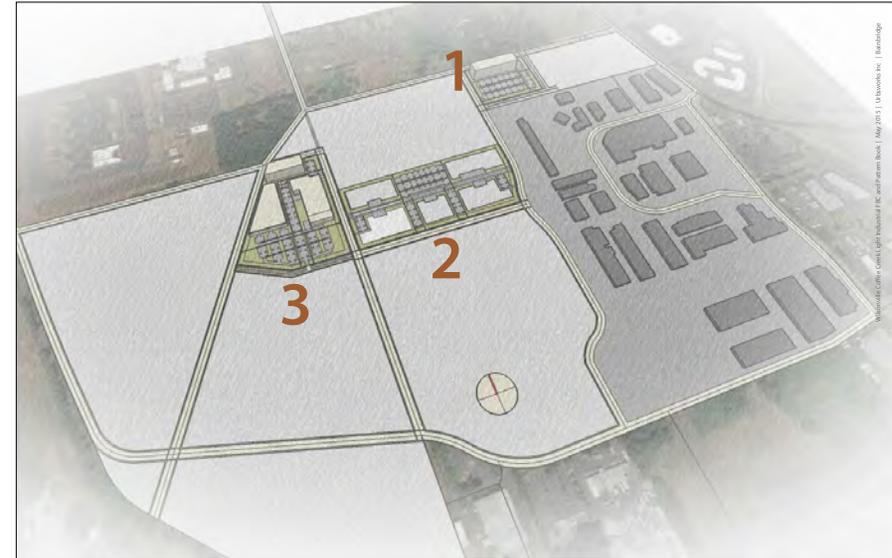
## 3D Model Exercise

### Purpose of Task

- ✓ Model three representative sites within Coffee Creek Master Plan Area
- ✓ Represent a range of possible development contexts
- ✓ Test whether the FBC meets or exceeds the design goals set by Day Road Design Overlay
- ✓ Illustrate how to meet the proposed FBC development standards
- ✓ Illustrate streamlined development review process

Williams Creek Light Industrial FBC and Plan Book | May 2015 | Urbanscape Inc. | Landscape

5



Williams Creek Light Industrial FBC and Plan Book | May 2015 | Urbanscape Inc. | Landscape

**Location of three sites**

6

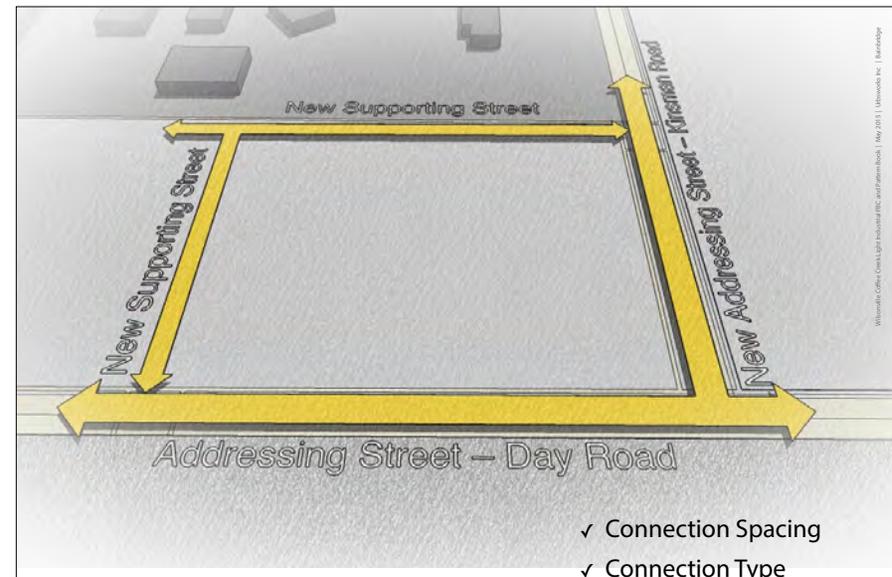
## Site 1

- ✓ Located on Day Road
- ✓ Multi-story office building



Williams Creek Light Industrial FBC and Plan Book | May 2015 | Urbanscape Inc. | Landscape

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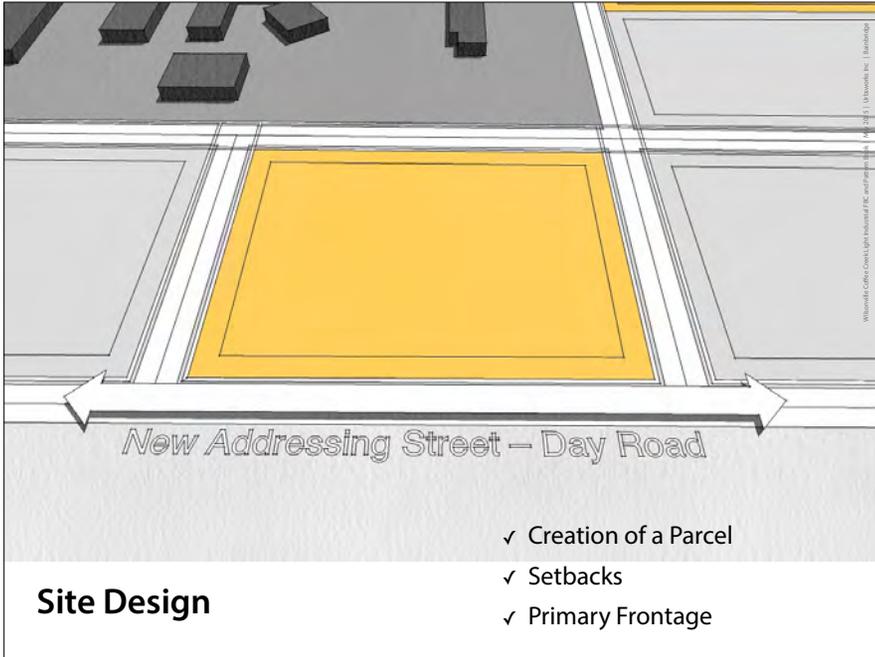


Williams Creek Light Industrial FBC and Plan Book | May 2015 | Urbanscape Inc. | Landscape

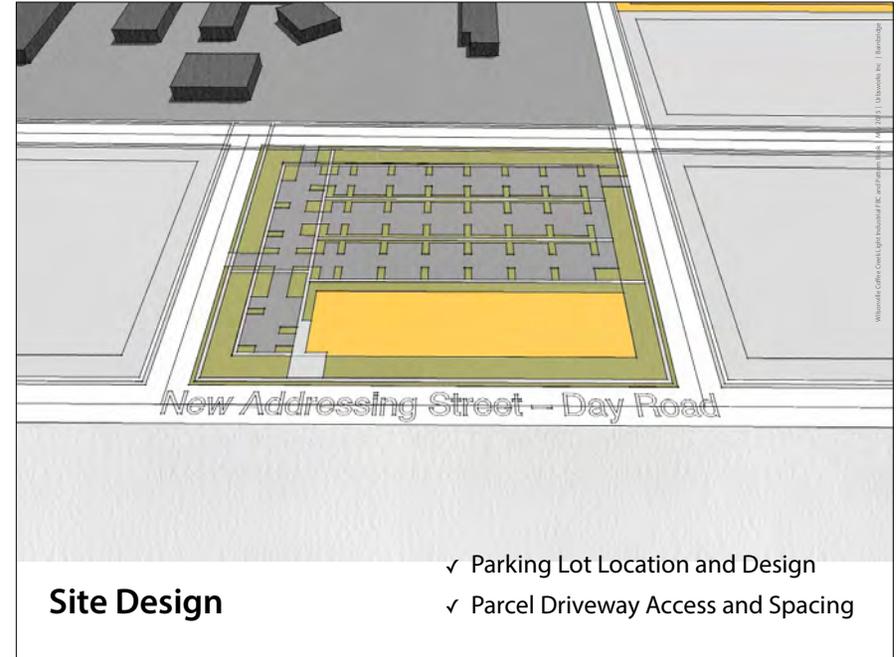
**Street Design and Connectivity**

- ✓ Connection Spacing
- ✓ Connection Type
- ✓ Connection Hierarchy

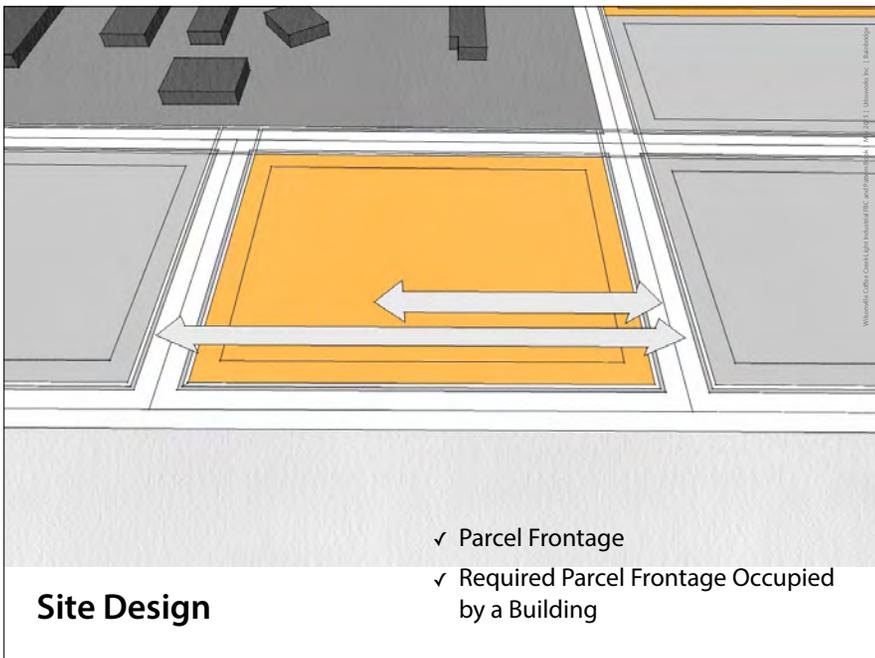
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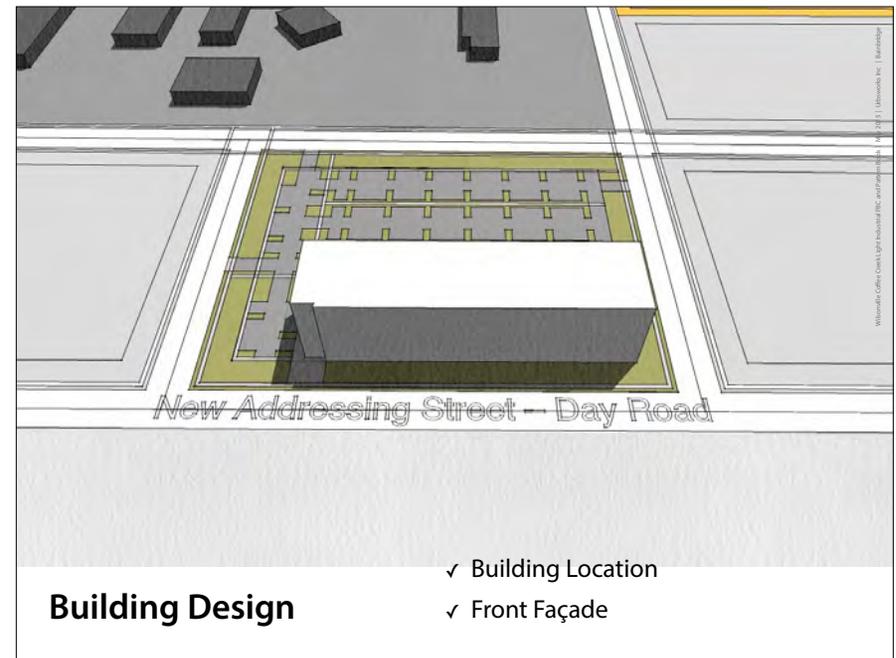
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**VII. WORK SESSIONS**

**A. Community Development Project Updates (Kraushaar)**

# Community Development Project Update

Planning Commission

May 13, 2015

Presented by: Nancy Kraushaar, PE

# 4116 – Barber Street Bridge

- Completion: Thanksgiving 2015
- Girders placed; abutment walls under construction



# 9146 – I-5 Undercrossing – Phase 1

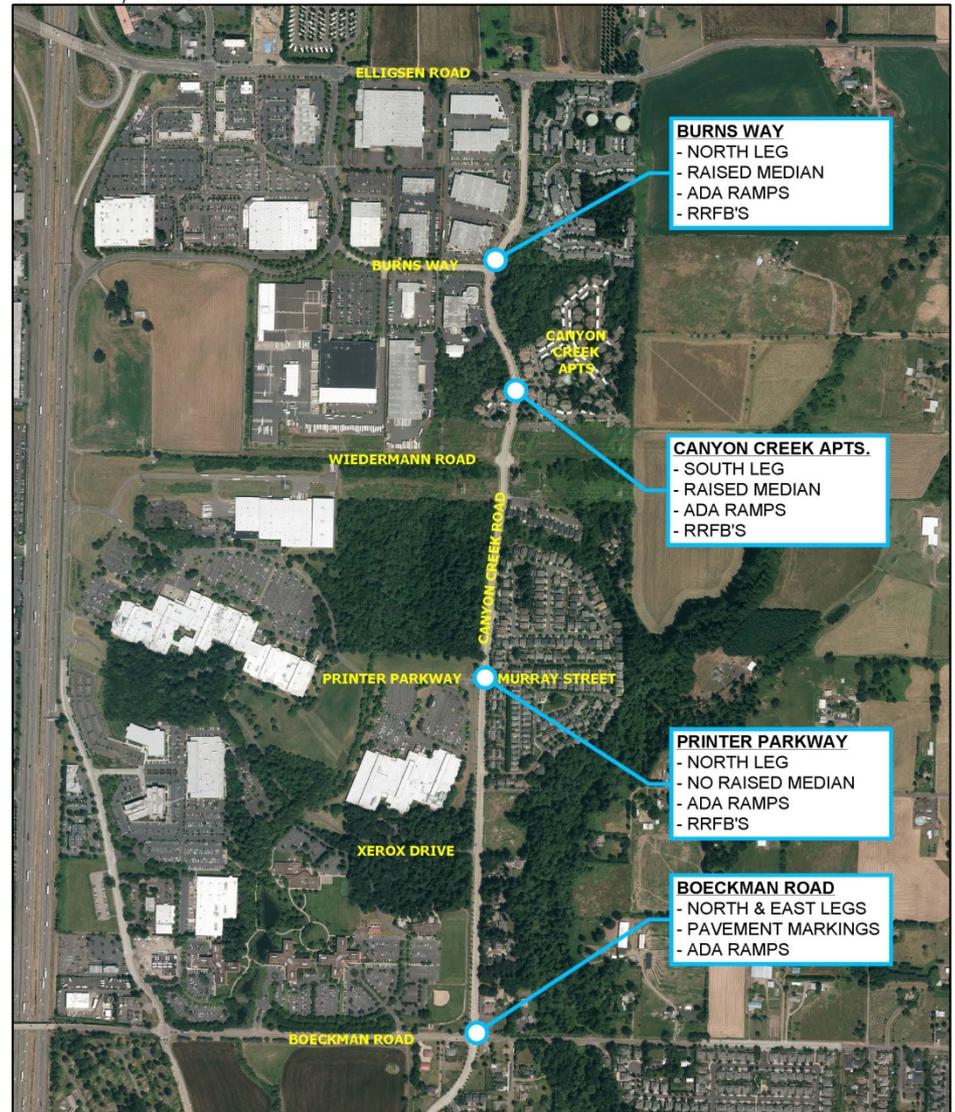
- 2013 Bike/Ped Connectivity Action Plan
- Phased improvements
- Widen trail and shoulder
- ADA compliance
- Conduit for future lighting
- Remove concrete barricades
- Manage stormwater runoff
- 70% design
- Construction: Late summer



# 4717 – Annual Pedestrian Enhancements

- 2013 Bike/Ped Connectivity Action Plan
- Engineering study complete
- Design and construction: spring and summer

## CANYON CREEK PEDESTRIAN ENHANCEMENT APRIL 6, 2015



# 9137 - French Prairie Ped/Bike/Emergency Bridge

- IGA signed
- Mini Request for Proposals advertised; submittals due April
- Kickoff this summer - Step 1: create task force

Site #2 - Boones Ferry Connection



Site #1 - Charbonneau Connection



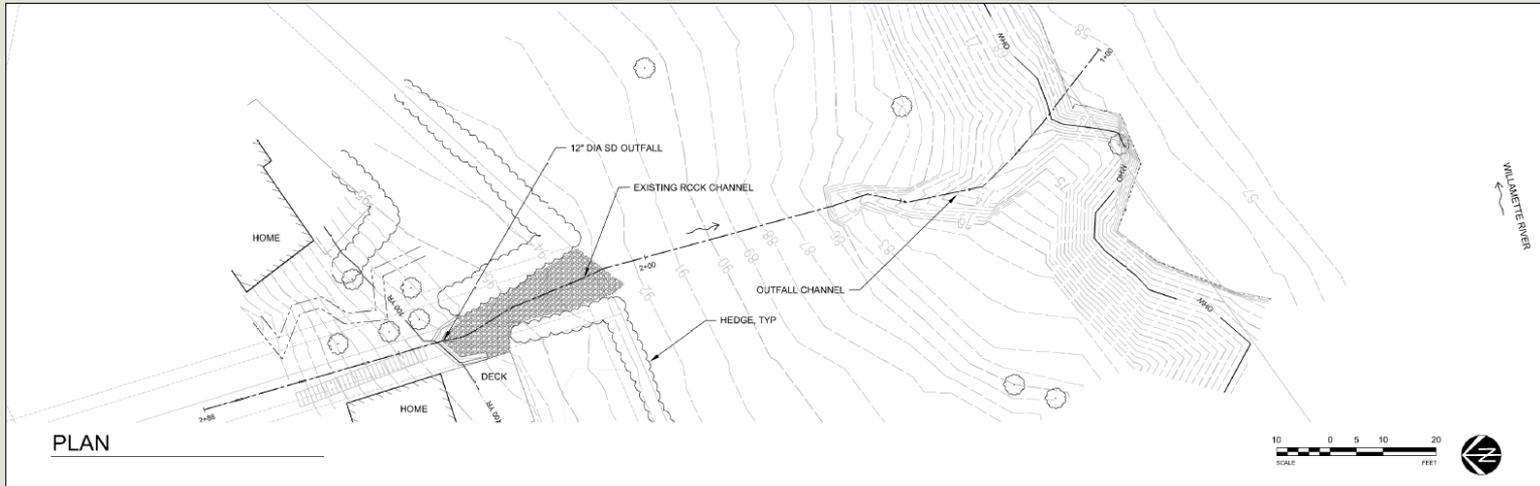
# 7053 – Willamette River Outfalls

- Public stormwater outfalls
- Rivergreen & Morey's Landing subdivisions
- Riverbank & channel erosion
- Study complete – retrofit recommendations and cost estimates
- Design consultant selected
- Phased improvements
  - 2015 – Interim measures
  - 2015-2016 – Design & permitting
  - 2016-2018 – Project completion
  - 1 outfall/year



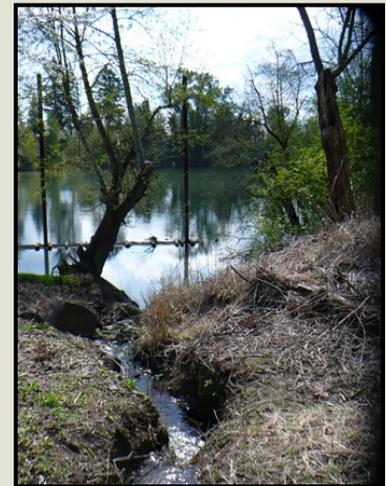
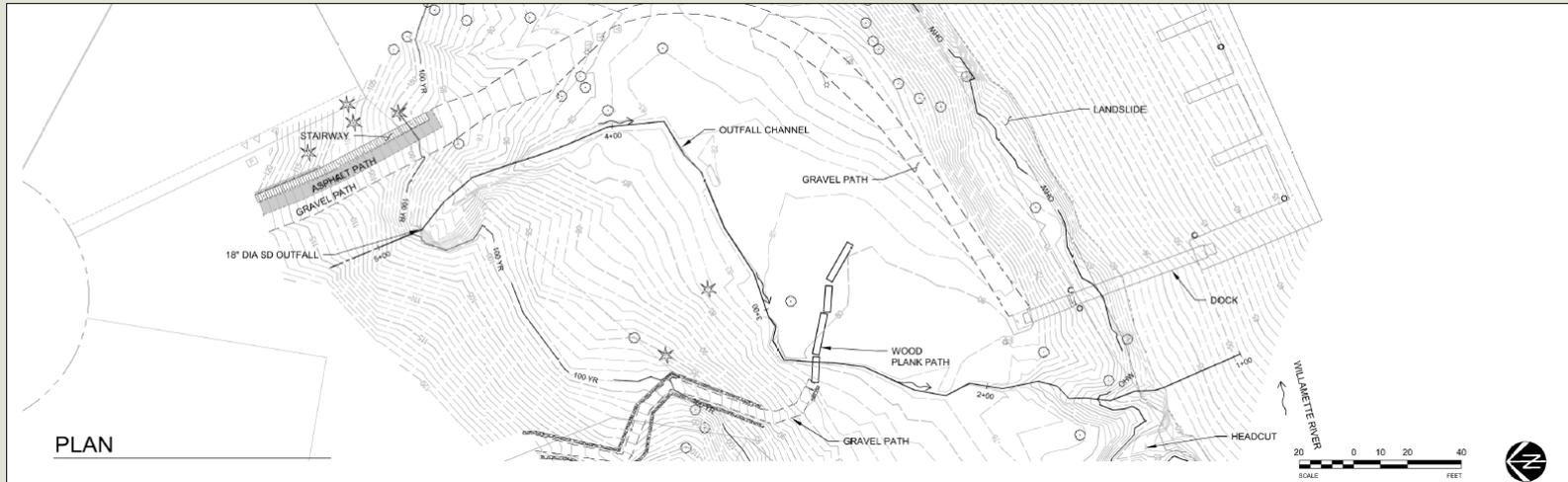
# 7053 – Willamette Way

- Outfall constructed in early 1990s
- Significant erosion within outfall channel
- Undermining riverbank and large tree



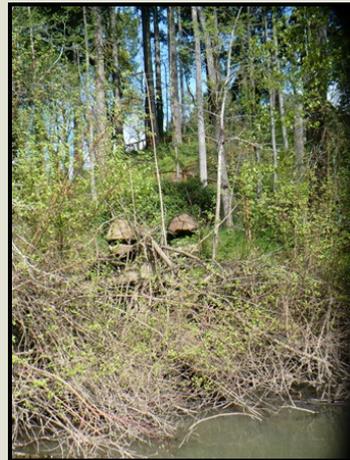
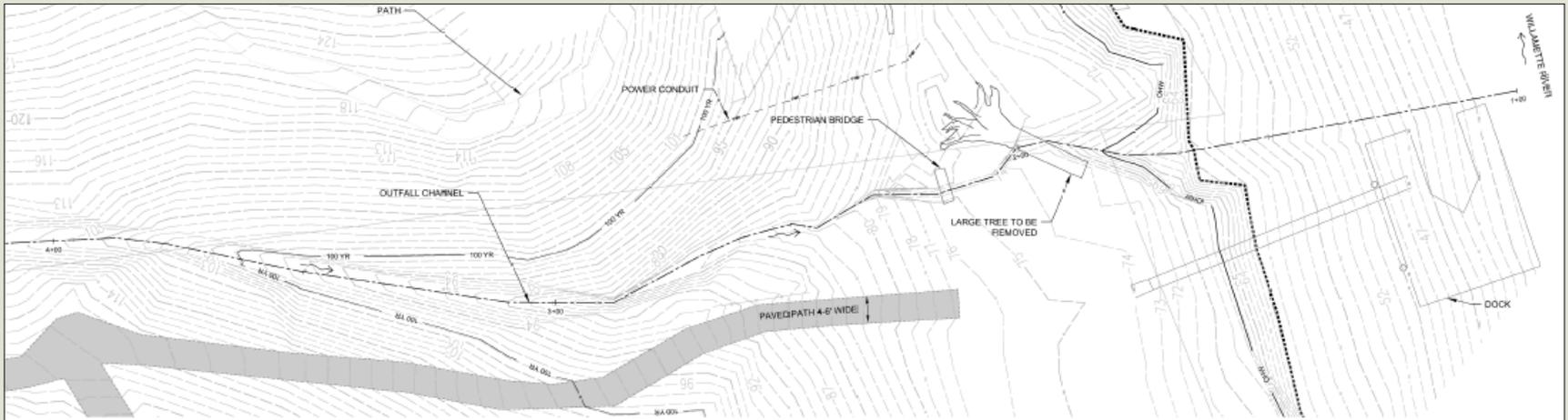
# 7053 – Belnap Court

- Outfall constructed in early 1990s
- Significant erosion below outfall pipe
- Undermining riverbank and outfall channel



# 7053 – Morey Court

- Outfall constructed in late 1990s
- Close proximity to private docks
- Undermining riverbank and outfall channel



# Tooze Road

- Villebois Drive to Grahams Ferry Road
- Design underway
- Alternatives being pursued to save large tree
- Funding

# Prequalified On-Call Consultants List

- Competitive process
- Prequalified list of consultants to draw on for projects valued at <\$100,000
- Many different categories
- 37 Statements of Qualification
- 24 selected for on-call list
- Master contract with task orders

# Newberg-Dundee Bypass

- Letter to ODOT and FHWA
- City staff corresponding with Ladd Hill NA and County and ODOT staff



# Grahams Ferry Road

- Northern segment
- Polygon Homes construction
- Detour

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**VIII. OTHER BUSINESS**

**A. 2015 Planning Commission Work Program**

## 2015 Annual Planning Commission Work Program

DATE	AGENDA ITEMS		
	Informational	Work Sessions	Public Hearings
<b>2015</b>			
<b>May 13</b>	CIP Update	Coffee Creek Industrial Area Form-Based Code	Memorial Park Master Plan
<b>June 10</b>		Basalt Creek  Transportation Performance Measures  Frog Pond Area Plan	
<b>July 08</b>		Basalt Creek	Frog Pond Area Plan

### 2015

- 1 **Transit Master Plan**
- 2 Asset Management Plan
- 3 **Basalt Creek Concept Planning**
- 4 Solid Waste and Recycling Code Amendments
- 5 **Climate Smart Communities (Metro)**
- 6 Density Inconsistency Code Amendments
- 7 Citywide signage and way finding program
- 8 **Coffee Creek Industrial Area Form-Based Code**
- 9 **Frog Pond Area Plan**
- 10 Old Town Code Amendments
- 11 **Parks & Rec MP Update - Rec Center/Memorial Park Planning**
- 12 **French Prairie Bike/Ped Bridge**
- 13 **Transportation Performance Modeling**

*\*Projects in bold are being actively worked on in preparation for future worksessions*