

**CITY OF WILSONVILLE
URBAN RENEWAL AGENCY**

The Urban Renewal Agency held a regular meeting on March 20, 2017 in the Wilsonville City Hall immediately following the adjournment of the City Council meeting. Chair Knapp called the meeting to order at 9:22 p.m. Board Members present: Tim Knapp, Chair, Board Members Starr, Akervall, Stevens, and Lehan.

Staff included: Bryan Cosgrove, Executive Director; Barbara Jacobson City Attorney; Jeanna Troha, Assistant City Manager; Sandra King, City Recorder, Cathy Rodocker, Assistant Finance Director; Susan Cole, Finance Director.

CITIZEN INPUT – There was none

PUBLIC HEARING

Ms. Jacobson read the title of URA Resolution No. 271 into the record.

A. **URA Resolution No. 271**

A Resolution Authorizing a Supplemental Budget Adjustment for Fiscal Year 2016-17.

Chair Knapp opened the public hearing at 9:23 p.m. after reading the hearing format.

Ms. Rodocker presented the staff report. Oregon's Local Budget Law allows the URA Board to amend the adopted budget for an occurrence or condition that was not known at the time the budget was adopted. The Fiscal Year 2016-17 Budget was adopted by the Agency on June 20, 2016.

The Eastside Urban Renewal district will recognize an increase to project management fees for the Town Center Loop Plan in the amount of \$20,000. The Westside Project Income Fund will recognize an increase to project management fees for the Tooze Rd – 110th to Grahams Ferry Rd project in the amount of \$56,400.

Chair Knapp called for testimony, hearing none he closed the public hearing at 9:25 p.m.

Motion: Ms. Stevens moved to adopt URA Resolution No. 271. Mr. Starr seconded the motion.

Vote: Motion carried 5-0.

NEW BUSINESS

Ms. Jacobson read the title of URA Resolution No. 272 into the record.

A. **URA Resolution No. 272**

A Resolution Of The City Of Wilsonville Urban Renewal Agency Authorizing The City Manager To Execute A Professional Services Agreement With Otak, Inc. For The 5th Street / Kinsman Road Extension Project (Boones Ferry Road To Brown Road Connector Corridor Plan Phase 1 Construction) – Capital Improvement Project 4196.

Ms. Kraushaar presented the staff report. In response to Council Goals and historic and current Wilsonville Transportation System Plans (TSPs), Community Development staff completed the Boones Ferry Road to Brown Road Connector Corridor Study in 2016. The City Council approved the eastern roadway connection being at 5th Street at their December 19, 2016 meeting. The next phase of this project is to hire a consultant to design Phase 1 of the connection – 5th Street from Boones Ferry Road to Kinsman Road which includes a Kinsman Road extension from Wilsonville Road to 5th Street and urban upgrades on Boones Ferry Road from 5th Street to Bailey Street. Design work will include federal and state permitting for two creek crossings, acquiring necessary right-of-way and easements, and then developing construction contract documents. This contract also includes consultant construction inspection and management services.

This project is identified in the City's adopted 2016-17 budget as CIP 4196, the 2013 Transportation Systems Plan (TSP, amended in 2016) as Project RE-04B, and the Year 2000 Urban Renewal Plan.

Three consulting firms submitted proposals for this work on January 31, 2017. After careful consideration of the proposers' qualifications, a design team led by Otak, Inc. was selected to negotiate a scope and fee for the work. A Scope of Services was developed with a time and materials cost of \$1,399,556 agreed to by the City and Otak, Inc. that includes design, permitting, public involvement, property acquisition, contract document preparation, and construction services.

The contract will allow preparation of design plans and bid documents, obtain all federal and state permits, acquire all right-of-way and easements, and provide estimated inspection and construction administration required to complete the 5th Street/Kinsman Road Extension project (BFR2BR Phase 1 Construction).

Design, permitting and property acquisitions are anticipated to commence immediately and be completed in spring 2018. Construction management is anticipated to occur from spring 2018 to autumn 2019. During the design phase of the project we anticipate holding an additional four public open houses and two meetings with the City Council, as well as continuing to update project website information.

This contract with Otak, Inc. is for \$1,399,556; however the cost will be spread out over the current FY 16/17 and future FY 17/18 and FY 18/19. The Urban Renewal – Year 2000 Plan has this project in its 5-year capital improvement program.

This project is anticipated to be paid for not only by urban renewal, but also through the various system development charges:

- Parks SDCs for the Ice Age Tonquin Trail (project #9155)
- Water SDCs for a new 12 inch water pipe (anticipated budget in the next fiscal year)
- Sewer SDCs for a new 15 inch sewer pipe (anticipated budget in the next fiscal year)

Current fiscal year budget impacts will be within the current adopted CIP budgets.

Design and construction of the 5th Street / Kinsman Road Extension project will provide additional connectivity in south Wilsonville and will reduce traffic on Wilsonville Road, including the intersection with Boones Ferry Road. Parcels of land will be impacted by right-of-way and easement acquisition and construction of the new roadway. This project will also open up much of the Arrowhead Creek Planning Area for potential industrial and residential development.

Along with constructing the roadway, both water and sanitary sewer will be extended within the road right-of-way. The project will extend the Ice Age Tonquin Trail providing bicycle and pedestrian connectivity between the residential neighborhoods in southwest Wilsonville to commercial businesses along Boones Ferry Road, to Boones Ferry Park and Memorial Park, and to the neighborhoods east of I-5

and south of Wilsonville Road.

Motion: Mr. Starr moved to adopt URA Resolution No. 272. Ms. Lehan seconded the motion.

Vote: Motion carried 5-0.

CONSENT AGENDA

A. Minutes of the June 20, 2016 and October 3, 2016 URA Meetings

Motion: Mr. Starr moved to adopt the consent agenda. Ms. Lehan seconded the motion.

Vote: Motion carried 4-0-1. Councilor Akervall abstaining.

ADJOURN

The URA meeting adjourned at 9:31 p.m.

Respectfully submitted,

Sandra C. King, City Recorder

ATTEST:

Tim Knapp, Chair