

**CITY OF WILSONVILLE  
URBAN RENEWAL AGENCY**

The Urban Renewal Agency held a regular meeting on April 7, 2014 in the Wilsonville City Hall immediately following the adjournment of the City Council meeting. Chair Knapp called the meeting to order at 10:15 p.m. Board Members present: Tim Knapp, Chair, Board Members Starr, Goddard, and Fitzgerald. Board Member Stevens was excused.

Staff included: Bryan Cosgrove, Executive Director; Barbara Jacobson, Assistant City Attorney; Jeanna Troha, Assistant City Manager; Sandra King, City Recorder, Cathy Rodocker, Assistant Finance Director, and Kristin Retherford, Economic Development Coordinator.

**CITIZEN INPUT** – There was none.

**PUBLIC HEARING**

Ms. Jacobson read URA Resolution No. 241 into the record by title only.

A. **URA Resolution No. 241**

A Resolution Authorizing A Supplemental Budget Adjustment For Fiscal Year 2013-14.

Chair Knapp opened the public hearing at 10:16 p.m.

Cathy Rodocker presented the staff report. Oregon's Local Budget Law allows the Urban Renewal Board to amend the adopted budget for an occurrence or condition that was not known at the time the budget was adopted. The following supplemental budget primarily amends the current budget for numerous capital improvement projects.

At its June 3, 2013 Urban Renewal Agency meeting, the Council adopted the Fiscal Year 2013-14 budget. Since that time, unanticipated changes to the budget have come to staff's attention that will require additional authorization to proceed.

**Urban Renewal Project Income-\$228,000**

Boeckman Road Repairs-\$112,000

Planning transfer for Villebois Master Planning Fees collected: \$66,000

Professional services for the TIF Zone consultants: \$50,000

Final closeout costs for the Boeckman Road Repair project transfer total \$112,000. Villebois Master Planning Fees have been collected in the Urban Renewal Project Income Fund. Given that the work was performed by the Planning Department, the earnings are being transferred to the Community Development Fund. Lastly, an additional \$50,000 increase is needed for the professional services provided for the TIF Zones.

As stated in the Fiscal Management Polices, the District shall amend its annual budget in accordance with Oregon local budget law. The supplemental budget adjustment is adopted by the Urban Renewal Board at a regularly scheduled meeting. The budget committee is not required.

As required by Local Budget Law, a notice for the public hearing has been published in the Wilsonville Spokesman. The notice was published on Wednesday, March 26th, 2014. Adoption of the Supplemental Budget Adjustment is required prior to the end of the fiscal year, June 30, 2014. All transfers will be funded with contingency funds.

The Chair invited public testimony, hearing none he closed the public hearing at 10:17 p.m.

**Motion:** Mr. Goddard moved to adopt URA Resolution No. 241. Mr. Starr seconded the motion

**Vote:** Motion carried 4-0.

## **NEW BUSINESS**

Ms. Jacobson read the title of URA Resolution No. 242 into the record.

A. **URA Resolution No. 242**

A Resolution Of The Urban Renewal Agency Of The City Of Wilsonville Authorizing Acquisition Of Property And Property Interests Related To The Construction Of Canyon Creek Road Extension To Town Center Loop East (CIP 4184) And Amending URA Resolution No. 239.

Ms. Retherford presented the staff report. On January 23, 2014, the Agency Board approved URA Resolution No. 239 authorizing the acquisition of real property from the Sundial Apartments, Windfield Village, and Wilsonville Lanes needed to construct the Canyon Creek Road Extension project. At that time, Staff was working with Mentor Graphics regarding their participation in this project and did not include right-of-way needed from their property in that resolution.

In February 2014, agreement was reached with Mentor Graphics relating to their participation in construction of a full-street cross-section, subject to the execution of a Development Agreement. While the City will not be compensating Mentor Graphics outright for property needed for this project, a portion of the needed property will be appraised with the final negotiated value credited against a future reimbursement district for their portion of the project costs. Additionally, Mentor Graphics will be dedicating for no compensation or credit their half-street right-of-way responsibility that relates to future property development. The attached resolution provides staff with the authority to acquire the parcels identified under these terms, which will be further defined in a development agreement to be approved by the Agency Board.

Additionally, URA Resolution No. 239 included a condition directing staff to return to the Agency Board with revised legal descriptions (Exhibits 1 through 9 to URA Resolution No. 239) for final authorization as the initial legal descriptions were based on centerline surveys that were in need of recordation numbers. This survey has now been recorded with Clackamas County and the attached resolution amends URA Resolution No. 239 to reflect the revised exhibits; however Exhibit 6 from URA Resolution No. 239 was determined not to be needed, and is not included in the revised exhibits.

This project is identified in the City's fiscal year 2013-14 budget as Canyon Creek Road South from Boeckman to Vlahos (CIP No. 4184). Upon completion of design and right-of-way acquisition, construction is expected to occur in summer and fall of 2014. Staff will move forward with the acquisitions upon approval of this resolution and expects to return to the Agency Board with a draft development agreement on April 21 or May 5, 2014. The adopted 2013/14 annual budget provides funding for project design and right-of-way and easement acquisitions. The draft 2014-15 budget proposes funding for project construction and completion.

Project information has been posted on the City website starting November 25, 2013. Invitations were sent to properties in the area to attend open houses on December 12, 2013 and February 24, 2014. Additionally, staff directly contacted businesses and the Renaissance at Canyon Creek HOA to inform

them of the project. Staff has met directly with Mentor Graphics to discuss the project and their participation in constructing a built-out arterial cross-section at this time. The Canyon Creek Road extension project has been in the Year 2000 Urban Renewal Plan since its adoption and is in the adopted 2013 Transportation System Plan (TSP).

Construction of this project will improve north-south connectivity for emergency services, vehicular traffic, bikes, and pedestrians. The project will fill a gap in the City's transportation network by completing a minor arterial link between Elligsen Road and the Town Center. The project provides an alternate to Wilsonville Road and Parkway for north-south travel on the east side of Wilsonville thereby reducing trip length and demand on the existing routes. The project will benefit future east-side circulation as growth occurs in the Frog Pond area.

Staff is working with the neighbors to improve pedestrian challenges within the project boundaries. Providing a more direct link to the Town Center from the residential and employment areas to the north is supportive of the businesses and services at both ends of Canyon Creek Road.

Mr. Goddard expressed reservations about purchasing right-of-way property without the appraisal information and asked if the property appraisals had been received. Ms. Retherford explained the appraisal and purchase of right-of-way process noting that staff will return to the Board to brief them once the appraisals were received.

**Motion:** Ms. Fitzgerald moved to adopt URA Resolution No. 242. Mr. Starr seconded the motion.

**Vote:** Motion carried 4-0.

#### **CONSENT AGENDA**

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

A. Minutes of the March 17, 2014 URA Meeting.

**Motion:** Mr. Starr moved to adopt the Consent Agenda. Ms. Fitzgerald seconded the motion.

**Vote:** Motion carried 4-0.

#### **ADJOURN**

Chair Knapp adjourned the URA meeting at 10:30 p.m.

Respectfully submitted,

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Sandra C. King, City Recorder

ATTEST:

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Tim Knapp, Chair