

SEPTEMBER 2023 MONTHLY REPORT

From The Director's Office

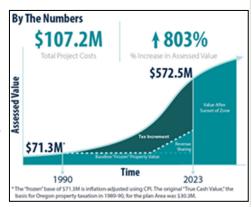
Greetings!

In Oregon, there are very few tools available to municipalities to fund the increasingly costly infrastructure that is needed to serve a rapidly growing community. Long gone are the days of federal funding for treatment plants or earmarks for roads and bridges. Tax increment financing (TIF), or urban renewal, is one of the few tools that the City can use to generate funding to build infrastructure projects.

The recently closed Year 2000 Urban Renewal Plan was an ambitious infrastructure funding plan focused heavily on improving transportation systems, sewer and water treatment

and distribution, school district partnerships and parks and recreation projects that have helped to define what the beautiful City of Wilsonville is today. Over 33 years, strategic investments made under the Plan addressed blighted conditions, buoyed property values and enhanced livability while supporting industrial, commercial, residential, and public facility development.

With high-profile projects being completed like Canyon Creek Road, five phases of Wilsonville Road, including overhead utility undergrounding, I-5 interchange reconstruction and underpass enhancements, sewer treatment plant upgrades, Town Center Park and Murase Plaza improvements, the power of TIF to transform a community cannot be denied. Below is a summary of some of the tools for success from the City's Urban Renewal Plans.



Public Engagement

Wilsonville's use of urban renewal is guided by the Urban Renewal Task force, comprised of residents, affected taxing districts, land owners, developers, and area businesses. Wilsonville has also adopted the practice of consulting the electorate through an advisory vote before the adoption of any new urban renewal plan in the City.

Partnerships with Taxing Districts

The City adopted the practice of "consult and confer" before it was written into state statute. Affected taxing districts are partners and collaborators. Over the years, several projects were completed in partnership with the West Linn-Wilsonville School District to enhance livability and support development and student population growth. Similarly, fire sprinklers were required for every single-family home in Villebois, which eliminated the need for Tualatin Valley Fire and Rescue to build an additional fire station to serve the new development. At the time, this arrangement was the first of its kind in the country.

Revenue Sharing

Beginning in 2003 the City began removing parcels from the district in order to limit tax increment collections to approximately \$4 million per year. After 2010, the law changed allowing the City to certify less than 100% of the available taxes and has limited tax increment to \$4 million ever since. This allows taxing districts to enjoy the benefits of urban renewal before the plan sunsets.

When urban renewal best practices are employed, as they have been in the City of Wilsonville, this powerful public finance tool can be used to drive transformative change in a community over time, benefitting residents and taxing entities alike.

Chris Neamtzu, AICP

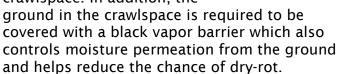
Community Development Director

Building Division

Whatcha Lookin At? - Freezing Weather and Foundation Vents

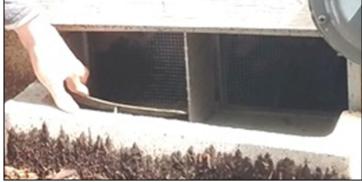
It's that time of year when we start thinking about freezing weather and preparing our homes for winter. One common question when the weather turns cold is whether or not foundation vents should be open or closed. There are a lot of opinions on this topic and the practical answer is that it depends on your circumstances and your crawlspace configuration. In most cases in well insulated newer construction, foundation vents should remain open.

The Oregon Residential Specialty Code requires that crawlspaces be ventilated in order to reduce condensation and moisture build-up under floor. The code requires foundation vents be distributed in the corners of the foundation (one vent within three feet) and at a ratio of one square foot of opening for each 150 square feet of under floor area. An alternative is to install a mechanical crawlspace ventilation system which mechanically exhausts the crawlspace. In addition, the



In extremely cold climates some folks worry about freezing weather and the potential for frozen pipes so they opt to seal up the crawlspace vents with foam blocks that can be purchased at a home improvement store. Similarly, during final inspections it is common for building safety inspectors to observe

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foundation vents installed with built-in plastic flaps that can be manually operated during extremely cold periods. Normally vents should be kept open so the crawlspace can ventilate as required by the code.

Above is a photo of Building Inspector Carl Brown in the process of performing an inspection on the foundation vents during a final inspection. During this inspection he is verifying the foundation ventilation is properly installed, open, and clear of obstructions. He is also verifying that vent openings are covered by a maximum ¼" mesh screen to protect from rodent entry. A common correction is to see the screen excessively damaged during the construction process or missing altogether. Another common observation is seeing the insulation in the crawlspace installed in such a way as to block the crawlspace vent opening which defeats the purpose of having a code compliant ventilated crawlspace.

Economic Development Division

Bimonthly Small Business Support Webinar

On September 8, staff hosted another small business support webinar in our ongoing series of webinars, which began during the pandemic.

Attendees heard from the Small Business Development Center's (SBDC) Capital Access Team (CAT). The CAT assists businesses on a one-on-one basis to identify capital needs and capital sources, which can differ dramatically from business to business.

Businesses in attendance learned about loan readiness and the anticipated trends in capital markets as we head into 2024.



Business Retention Visits

Staff visited with four local businesses this month, at their request: three manufacturers and one professional/personal services firm. Staff was able to provide insight into ongoing city projects as well as the Willamette Water Supply project on 95th Avenue, which continues to disturb logistics activity on that street. Staff was accompanied by Business Oregon Regional Development Officer, Jeff Hampton on two visits, where there was specific interest in learning more about Business Oregon's newest program which provides technical assistance grants to manufacturers looking to access Creating Helpful Incentives to Produce Semiconductors (CHIPS) funding as part of the semiconductor supply chain.



Childcare Provider Consortium Convenes for First Meeting

In February 2023, the City Council set the following goal: "Convene a childcare partner consortium to understand the barriers, challenges, and opportunities for increasing childcare opportunities in Wilsonville. Consider the City's role and potential actions for supporting the outcomes."

On September 6, Economic Development staff and Council President Kristen Akervall were joined by many of the city's childcare providers, as well as Representative Courtney Neron, for the kick-off meeting of the Wilsonville Childcare Provider Consortium. The meeting was filled with energy and productive. Time did not allow the group to enumerate any tangible goals for the consortium yet, but several core issues were identified with broad consensus in the room.

The Consortium will meet again on October 5, to begin to zero in on those issues that we can tackle at the local level, with associated goals. It is a great asset to have both state and local



policy makers in the room, as solutions will likely be rooted in policy decisions.

Economic Development Division

Local Business Newsletter

Staff continues to send a regular local business newsletter to all business license holders in the City. This month's edition (https://mailchi.mp/ci.wilsonville.or.us/local-biz-news-083023) included an invitation to the webinar discussed above, the most recent regional economic data, a plug for the Oregon Manufacturing Extension Partnership, a nonprofit which offers affordable manufacturing consultation services to manufacturing businesses looking to grow and/or explore process/operations improvements such as "Lean manufacturing", profitability and financial strategy execution, workforce solutions, and more.

In addition to the local business newsletter, Staff also sends out a "Development Update" newsletter to the brokerage, development and site selection communities. The latest edition was sent in August (https://mailchi.mp/ci.wilsonville.or.us/dev-update-08-23).

Staff Accompanies Councilor at Greater Portland Economic Summit

Councilor Joann Linville attended the 2023 Greater Portland Economic Summit on September 21, accompanied by Economic Development Manager, Matt Lorenzen.

At the event, the City of Wilsonville was recognized as a Heritage Investor, for its contributions to Greater Portland Inc, over the past 10 years.

The event highlighted the region's competitive advantages, which persist in spite of media coverage which suggests Portland has irredeemably declined in recent years. Greater Portland Inc, the region's economic development public-private agency who hosted the event, will be investing substantial sums of money in the coming years in order to take back control of the media narrative surrounding Portland. By doing so, they expect, the region is better positioned to attract and retain quality industries.



Economic Development Division

Town Center Urban Renewal Feasibility Study - Council Briefing

Staff briefed Council on September 18 regarding progress made on the ongoing urban renewal feasibility study for the Town Center area. Financial capacity projections were presented by Nick Popenuk, of Tiberius Solutions, one of the City's consultants on this project.

Staff presented on the findings of "blight" in the area, and engaged the Council and answered questions from the Council, which were many. In fact, there was so much discussion that the conversation will continue



at the October 2 Council Work Session. The Council is particularly interested in learning more about how the Vertical Housing Development Zone tax abatement incentive impacts tax increment revenues, especially in the early years of a potential urban renewal plan. More generally, the Council is interested in learning more about the alignment of projects, anticipated project costs, and the potential financial capacity (revenue) for a proposed urban renewal plan in Town Center.

The Urban Renewal Task Force will meet next on October 18, and will be taking a close look at projects, project costs, and funding sources that will be used to augment urban renewal funding.

After the October 2 Work Session, Staff will brief Council again in December with a more complete picture of projects, project costs, and funding sources, in addition to a communications plan and preliminary ballot measure language for consideration as we work toward a May 2024 advisory vote.

Urban Renewal Best Practices - Staff Tours Redmond, OR

A few years ago, the Association of Oregon Redevelopment Agencies (AORA) merged with the Oregon Economic Development Association (OEDA). When the two organizations joined forces, the OEDA name persisted and AORA became the "TIF Committee" of OEDA. TIF stands for Tax Increment Finance – the public finance tool that fuels urban renewal. Economic Development Manager, Matt Lorenzen, helps lead the TIF Committee together with several other urban renewal practitioners across the state.

In September, the TIF Committee convened in Redmond for a tour of the city's urban renewal projects. Redmond has constructed improved infrastructure and streetscape projects, and made

numerous loans, forgivable loans, and grants to developers and property owners seeking to complete projects that align with Redmond's vision for a vibrant downtown. Most notably, Redmond's urban renewal agency issued a \$3.53 Million forgivable loan to the owners of the historic "New Redmond Hotel" in order to complete a \$7M renovation of the property, completed in 2019.

The tour was enlightening and provides good context and food for thought as we consider the projects under a potential Town Center urban renewal plan.



Engineering Division, Capital Projects

2022 Street Maintenance(4014/4118/4717)

This project included Pedestrian Curb Ramp Replacements (4014), Signal Modifications (4118), and Pedestrian Crossing Improvements (4717). The curb ramps and pedestrian push button replacements were done to comply with ADA requirements ahead of the 2023 Street Maintenance project that will repave the Wilsonville Road adjacent to the ramps. Also included within this project was pedestrian crossing improvements along French Prairie Road in Charbonneau that enhance the safety and visibility of pedestrians. The collective project was performed by Emery & Sons and its subcontractors.

While almost all the work that was contracted for is complete, the City is in a phase where repairs need to be made before final payment can be sent. Once these repairs are complete, a two-year warranty period will begin.

2023 Street Maintenance (4014/4118/4717)

S-2 Contractors continues this contract with a goal of completion by October 15.

What has been completed:

- Boeckman Road (near I-5 Overpass): Road base reconstruction, paving and re-striping.
- Wilsonville Road (between I-5 and Kinsman Road): Road base reconstruction, all paving and 70% of the striping.
- Wilsonville Road (near Rose Lane): 80% of the road base reconstruction and 60% of the paving.

What to expect:

- Wilsonville Road (between I-5 and Kinsman Road): Completion of striping as scheduling and weather allows before October 15.
- Wilsonville Road (near Rose Lane): Completion of the road base reconstruction, final paving and striping before October 15.

2024 Street Maintenance (4014/4717)

Proposals to design this project were due on September 2 and staff is evaluating the proposal, the most qualified proposer will be selected. Staff will recommend to Council the award of the design contract in October and likely begin working to design this project around November 1. Construction for this project is being projected for summer 2024.

Boeckman Creek Interceptor (2107)

This project will upsize the existing Boeckman Creek Interceptor sewer collection pipeline in order to support the development of the Frog Pond area. A regional trail will be installed as a part of the maintenance path from Boeckman Road to Memorial Park. The kickoff meeting was held on October 31, 2022. Field investigations (survey, natural resources, cultural resources, and geotechnical) began late November/early December 2022 and are nearly complete. These field investigations and public input will guide the design team in alternatives analysis and decision making for the sewer and ultimately the trail alignments that are target after the first of the year. Public Outreach efforts continue, the last public meeting was held on August 14 to share background information regarding the project. This background information will be used to start the final engineering design of the project. Two additional open house events are planned at major milestones: preliminary design, and advance design. The dates for these events will be set and advertised in advance of the events.

Engineering Division, Capital Projects

Boeckman Road Corridor Project (4212/4206/4205/2102/7065)

This project involves the design and construction of the Boeckman Dip Bridge, Boeckman Road Improvements (Canyon Creek Road – Stafford Road), Canyon Creek Traffic Signal, and Boeckman Road Sanitary Sewer projects. The Tapani-Sundt Joint Venture is pushing to design the project and advancing time-critical components. Right of Entry Permits and survey work is complete, and property acquisitions are underway. Additionally, several guaranteed maximum price (GMP) packages are scheduled to begin in late August. This work includes the temporary signal at 65th Avenue and Stafford Road, and the Meridian Creek Culvert Replacement on Boeckman Road. Review of the design of the bridge, roundabout, road improvements, and associated utilities are being refined and overall project price will be submitted soon. Long lead time items are being ordered to avoid impacts to the schedule. Construction costs will be reviewed over the next month, and scheduled for possible Council around November for the remainder of the project.

Charbonneau Consolidated Plan—Edgewater and Village Greens (1500/2500/4500/7500)

This project is one of 38 project areas designated by the Charbonneau Consolidated Plan for the design and construction of water, wastewater, and stormwater improvements. This project specifically focuses on Edgewater Lane, Village Greens Circle and French Prairie Road. The City project team returned 90% plan comments to the design engineer in August. This project is on schedule for bidding in early 2024 with construction following in the summer.

Charbonneau Lift Station (2106)

This project involves replacing the Charbonneau wastewater lift station with a submersible lift station and replacing the force main from the station to the I-5 bridge. The design contract was awarded to Murraysmith in December 2021, and preliminary design was completed in July 2022. Final design was completed in September 2023, with construction anticipated for completion in September 2024.

Rivergreen and Corral Creek Lift Stations (2105)

This project involves upgrading the Rivergreen and Corral Creek wastewater lift stations. The design contract was awarded to Murraysmith in October 2020, and design was completed in December 2021. The construction contract was awarded to R.L. Reimers in February 2022, with construction (pictured below) completed in summer 2023.



West Side Level B Reservoir and Transmission Main (1149)

This project will design and construct a new three million gallon water reservoir just west of City limits, along with a 24-inch transmission main connecting to the City water system. City Council awarded the design contract to Consor in February 2023. Design will be completed in 2024, followed by construction in 2024-2025.

Engineering Division, Capital Projects

WTP Expansion to 20 MGD (1144):

This project will expand the Water Treatment Plant (WTP) capacity to 20 MGD and incorporate related WTP capital improvements. A Construction Manager/ General Contractor (CMGC) alternative contracting method was approved by City Council in March 2020. An engineering contract was awarded to Stantec in July 2020. The CMGC contract was awarded to Kiewit in August 2021. City Council approved an early work package for ozone generator replacement in October 2021. Final design was completed in coordination with the CMGC in March 2022. Construction (pictured) began in June 2022 with completion expected in May 2024.



WWSP Coordination (1127)

Ongoing coordination efforts continue with the Willamette Water Supply Program (WWSP). Here are the updates on major elements within Wilsonville:

- Phase 1, Wilsonville Road (PLM_1.1)
 Arrowhead Creek Lane to Wilsonville Road—COMPLETE
- Phase 2, Garden Acres Road to 124th (PLM_1.2) Ridder Road to Day Road— COMPLETE
- Phase 3, Wilsonville Road to Garden Acres Road (PLM_1.3) The WWSP's last section of transmission pipeline to be constructed in the City of Wilsonville began in fall 2022, with completion in 2024. It will connect the remaining portion of the pipeline through Wilsonville and has an alignment along Kinsman Road, Boeckman Road, 95th Avenue, and Ridder Road (see image). The Engineering Division is currently in the process of reviewing final plans. The trenchless crossing under Wilsonville Road has been completed. Pipe install on the northern half of 95th Avenue to Ridder Road is nearing

SW ELLIGSEN RD

SW WILSONVILLE RD

MEMORIAL PARK

MEMORIAL PARK

completion and construction work is progressing north on Kinsman Road between Wilsonville Road and Barber Street.

WWTP Master Plan (2104)

This project will evaluate capacity of Wastewater Treatment Plant (WWTP) processes to accommodate projected growth and regulatory changes. A prioritized capital improvement plan and budget will be developed. The engineering contract was awarded in May 2020 and the project is anticipated to be completed by December 2023. The Master Plan findings are scheduled to be presented to the Planning Commission and City Council in fall and winter of 2023.

Engineering Division, Private Development

Residential Construction Activities

Canyon Creek South Phase 3

The contractor continues to work on installing utilities for the five residential lot subdivision located on Canyon Creek Road. The contractor is currently working on installing franchise utilities.

Frog Pond West

Frog Pond West continues to see significant construction activities. Housing construction in the Frog Pond Ridge subdivision, located south of Frog Pond Lane, continues.

- Frog Pond Crossing subdivision, a 29-lot subdivision located north of Frog Pond Lane, was paved at the end of July. The contractor is working on punchlist items for project closeout. A sales trailer has been installed and construction of homes is expected to begin later this Fall.
- Frog Pond Estates, a 17-lot subdivision located south of Frog Pond Lane and west of Frog Pond Ridge, is working to install utilities.
- In the Frog Pond Oaks subdivision, a 41-lot subdivision located to the west of Frog Pond Crossing, stormwater facilities are under construction as the contractor continues to prepare to pave.
- Frog Pond Primary, the new West Linn-Wilsonville School District primary school on Boeckman Road, is working to install storm and sewer utilities on SW

Sherman Drive, in addition to working on site on the building.

 Frog Pond Vista subdivision, a 38-lot subdivision to the west of Frog Pond Oaks, has installed curbs and is working on stormwater facilities.

Villebois Clermont



Frog Pond Crossing



Frog Pond Estates



Frog Pond Primary

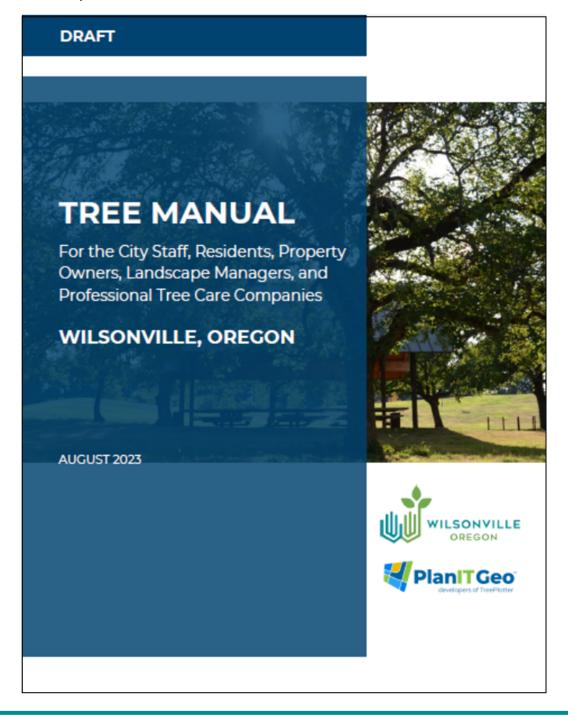
The contractor is continuing to work on punch list items at Regional Parks 5 and 6. Home construction continues.

Natural Resources Division

<u> Urban Forest Management Plan - Tree Manual</u>

An Urban Forest Management Plan (UFMP) to guide the City's programs and actions related to the urban forest was adopted by the City Council in December 2021. The UFMP provides an integrated approach to preserving, sustaining and regenerating Wilsonville's urban forest into the future.

In the UFMP, a tree manual was identified as one of the projects. The tree manual has been developed for planners, developers, homeowners, homeowners associations (HOA) and tree care companies and includes tree-related policies, guidelines, practices and standards. In September, the City received the draft of the tree manual from a consultant, which will be finalized based on staff input. Upon completion, the tree manual will be posted on the City's website and provide a resource for a variety of audiences.



Planning Division, Current

Administrative Land Use Decisions Issued

- 7 Type A Tree Permits
- 4 Type B Tree Permits
- 3 Class 1 Sign Permits

Construction Permit Review, Development Inspections, and Project Management

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

- Clermont Subdivision (Villebois Phase 5 North)
- Five-lot residential subdivision on Canyon Creek Road South
- New gas station and convenience store on Boones Ferry Road
- New industrial development on Day Road
- New Public Works Building
- · Residential subdivisions in Frog Pond West

Development Review Board (DRB)

DRB Panel A did not meet in September.

DRB Panel B met on September 25. Following a public hearing, the board unanimously approved a building to cover existing tennis courts in the Charbonneau Village Center and natural resource related permits to allow a home to be built on a previously unbuilt lot on Montgomery Way.

DRB Projects Under Review

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

- 21-unit subdivision in Frog Pond West
- 34-unit subdivision in Frog Pond West
- Design of private park in new subdivision at 28700 SW Canyon Creek Road South
- Digital changeable copy sign on Boeckman Creek Primary School
- New cover structures for Charbonneau tennis courts
- New electric substation along Parkway Avenue north of Boeckman Road
- New industrial building at ParkWorks off Parkway Avenue
- Significant Resource Overlay Zone (SROZ) exception to develop a residence on a undeveloped lot on Montgomery Way
- Transit-Oriented Mixed-Use Development adjacent to SMART Central/WES Station on Barber Street



Proposed Mixed Use Building on Barber Street adjacent to SMART Central/WES Station

Planning Division, Long Range

Coffee Creek Form-based Code Assessment and Basalt Creek Code Implementation

Planning staff is conducting an assessment of the Coffee Creek Form-based Code standards to identify ways in which they could be adjusted to streamline land use review and encourage additional high-quality industrial development. This information also will be used to help determine what zoning is appropriate for Basalt Creek. In August, staff held a number of interviews to get feedback from developers and design professionals involved in Coffee Creek development for the assessment portion of the project. In addition, staff submitted a grant application for \$170,000 to Metro, which builds on the recent \$100,000 award from Business Oregon, to complete the Basalt Creek Code Assessment and Infrastructure Funding Strategy project designed to propel this area to industrial development-ready status.

Frog Pond East and South Master Plan

With the Frog Pond East and South Master Plan adopted in December, the City is now focusing on implementation. Two outstanding implementation steps are in process: (1) Development Code amendments, and (2) an infrastructure funding plan. During September the project team continued work on testing draft code concepts, particularly standards related to variety of

housing and siting and stormwater design standards. Also during September work continued on the infrastructure funding plan working through understanding the different funding gaps and how to address them.



Housing Our Future

This multi-year project will analyze Wilsonville's housing capacity and need followed by developing strategies to produce housing to meet the identified housing needs. The City's last Housing Needs Analysis was adopted in 2014. In September, the project team began planning for a November public meeting focused on the causes and consequences of rent burden, with the goal of identifying potential solutions for consideration in the project's Housing Production Strategy. A project survey on housing needs and strategies on Let's Talk, Wilsonville!, available in English and Spanish, remained open through the end of the month.

Oregon White Oak Response Coordination

In September, Planning Staff coordinated efforts between various City Divisions and Departments, as well as contract arborists, property owners, and others to diagnose and make a plan to address the declining health of a number of the City's Oregon White Oak trees. Based on initial findings during the removal of an Oregon White Oak in Frog Pond West, City staff continues close coordination with the Oregon Departments of Agriculture and Forestry on immediate plans to triage protective treatment of important oaks in the community. Associate Planner Georgia McAlister along with Community Development Director Chris Neamtzu updated the City Council on the ongoing efforts.

Statewide Policy Involvement

In September, members of the Planning Staff, together with Engineering and Building Staff continued to track the Governor's Housing Production Advisory Council (HPAC) and other policy discussions to inform upcoming legislative sessions focused on fees, permitting process, and review standards to support increased housing production. Oral testimony was provided during September 8 and 29 HPAC meetings. In addition, staff continued to track updated rules related to Climate Friendly and Equitable Communities and provided written testimony on the upcoming adoption of new rules by the Land Conservation and Development Commission (LCDC).

Planning Division, Long Range

Planning Commission

The Planning Commission met on September 13. The Commission held a public hearing for and unanimously recommended to City Council approval of process clarifications in the City's Development Code. The Planning Commission additionally held a work session to hear about efforts to assess the City's special development regulations for the Coffee Creek Industrial Area.

Wilsonville Town Center Plan

Town Center Plan Implementation

During September, the Town Center project team continued work on a detailed Urban Renewal Feasibility Study, taking the findings of the recently adopted Infrastructure Funding Plan and further assessing forecasted revenues, maximum indebtedness, a project list, and proposed district boundary for an Urban Renewal District in Town Center. At the September 18 City Council work session, the project team provided a progress update, including information on updated financial projections and findings of blight that were discussed with the Urban Renewal Task Force in August. The next Urban Renewal Task Force meeting is planned for October to discuss the project list for the proposed Urban Renewal Area.

