



City Council Meeting April 19, 2021

**Executive Session 5:00 pm
Work Session 5:20 pm
Council Meeting 7:00 p.m.
(All held in Council Chambers)**

This meeting is taking place with social distancing precautions in place:

- Councilors are participating virtually, via Zoom videoconferencing.

To Provide Public Comment:

- Written comments may be submitted to the City Recorder (Wilsonville City Hall, 29799 SW Town Center Loop East, Wilsonville, OR 97070).
- Digital comments (email) may be submitted to cityrecorder@ci.wilsonville.or.us.
- Individuals may participate online through the Zoom videoconferencing platform.
- Contact City Recorder at (503) 570-1506 cityrecorder@ci.wilsonville.or.us to register.

You can watch the City Council Meeting here:

You Tube: [youtube.com/c/CityofWilsonvilleOR](https://www.youtube.com/c/CityofWilsonvilleOR)

Zoom: <https://us02web.zoom.us/j/81536056468>

City of Wilsonville

City Council Meeting

April 19, 2021



AGENDA

**WILSONVILLE CITY COUNCIL MEETING
APRIL 19, 2021
7:00 P.M.**

**CITY HALL
29799 SW TOWN CENTER LOOP EAST
WILSONVILLE, OREGON**

Mayor Julie Fitzgerald

Council President Kristin Akervall
Councilor Charlotte Lehan

Councilor Joann Linville
Councilor Ben West

CITY COUNCIL MISSION STATEMENT

To protect and enhance Wilsonville's livability by providing quality service to ensure a safe, attractive, economically vital community while preserving our natural environment and heritage.

**Executive Session, Work Session, City Council meetings
will be held in the Council Chambers, City Hall, 1st Floor**

- | | | |
|------------------|---------------------------------------------------------------------------------------------------------------|-----------|
| 5:00 P.M. | EXECUTIVE SESSION | [20 min.] |
| | A. Pursuant to: ORS 192.660 (2)(e) Real Property Transactions
ORS 192.660(2)(h) Legal Counsel / Litigation | |
| 5:20 P.M. | REVIEW OF AGENDA AND ITEMS ON CONSENT | [5 min.] |
| 5:25 P.M. | COUNCILORS' CONCERNS | [5 min.] |
| 5:30 P.M. | PRE-COUNCIL WORK SESSION | |
| | A. Boeckman Dip Recommendation (Huffman/Kraushaar) | [45 min.] |
| | B. Middle Housing in Wilsonville Project (Pauly) | [30 min.] |
| | C. Diversity, Equity and Inclusion Committee Bylaws (Cosgrove/Monahan) | [15 min.] |
| 7:00 P.M. | ADJOURN | |

CITY COUNCIL MEETING

The following is a summary of the legislative and other matters to come before the Wilsonville City Council a regular session to be held, Monday, April 19, 2021, 2021 at City Hall. Legislative matters must have been filed in the office of the City Recorder by 10 a.m. on April 6, 2021. Remonstrances and other documents pertaining to any matters listed in said summary filed at or prior to the time of the meeting may be considered there with except where a time limit for filing has been fixed.

7:00 P.M. CALL TO ORDER

- A. Roll Call
- B. Pledge of Allegiance
- C. Motion to approve the following order of the agenda and to remove items from the consent agenda.

7:05 P.M. MAYOR'S BUSINESS

- A. Upcoming Meetings
- B. Earth Day Proclamation (Rappold)
- C. Bike Month Proclamation (Marston)
- D. Building Safety Month Proclamation (Carlson)

7:20 P.M. COMMUNICATIONS

- A. Clackamas County Sheriff's Public Safety Levy (Copenhaver/Ashby/Wurpes)
- B. Metro Update (Peterson)

8:05 P.M. CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS

This is an opportunity for visitors to address the City Council on items *not* on the agenda. It is also the time to address items that are on the agenda but not scheduled for a public hearing. Staff and the City Council will make every effort to respond to questions raised during citizens input before tonight's meeting ends or as quickly as possible thereafter. Please limit your comments to three minutes.

8:15 P.M. COUNCILOR COMMENTS, LIAISON REPORTS AND MEETING ANNOUNCEMENTS

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

8:35 P.M. CONSENT AGENDA

A. **Resolution No. 2891**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Extend The Professional Services Agreement With Jayray Ads & PR, Inc, For 'Explore Wilsonville' Tourism Promotion And Development And Destination Marketing Program. (Monahan)

- B. Minutes of the April 5, 2021 City Council meeting. (Veliz)

8:40 P.M. NEW BUSINESS

A. **Resolution No. 2890**

A Resolution Of The City Of Wilsonville Authorizing Staff To Proceed With The Recommended Design For The Boeckman Dip Project. (Huffman/Kraushaar)

8:55 P.M. CONTINUING BUSINESS

- A. None.

8:55 P.M. PUBLIC HEARING

A. **Ordinance Nos. 847 & 848** – *Request for continuance to a date certain of May 17, 2021 (or a special meeting date)*

Comprehensive Plan Amendment and Zone Map Amendment for Canyon Creek Subdivision (Bradford)

9:00 P.M. CITY MANAGER'S BUSINESS

4/19/2021 10:57 AM Last Updated

9:05 P.M. LEGAL BUSINESS

9:10 P.M. ADJOURN

INFORMATION ITEMS – No Council Action Necessary.

Time frames for agenda items are not time certain (i.e. Agenda items may be considered earlier than indicated.) Assistive Listening Devices (ALD) are available for persons with impaired hearing and can be scheduled for this meeting if required at least 48 hours prior to the meeting. The city will also endeavor to provide the following services, without cost, if requested at least 48 hours prior to the meeting: Qualified sign language interpreters for persons with speech or hearing impairments. Qualified bilingual interpreters. To obtain services, please contact the City Recorder, (503) 570-1506 or cityrecorder@ci.wilsonville.or.us.



**CITY COUNCIL MEETING
STAFF REPORT**

Meeting Date: April 19, 2021		Subject: Middle Housing in Wilsonville Project	
		Staff Member: Daniel Pauly, Planning Manager	
		Department: Community Development	
Action Required		Advisory Board/Commission Recommendation	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable Comments: N/A	
Staff Recommendation: Provide additional project guidance.			
Recommended Language for Motion: N/A			
Project / Issue Relates To:			
<input checked="" type="checkbox"/> Council Goals/Priorities: Thoughtful, Inclusive Built Environment; Equitable housing study and develop affordable housing strategies	<input type="checkbox"/> Adopted Master Plan(s):	<input type="checkbox"/> Not Applicable	

ISSUE BEFORE CITY COUNCIL:

Staff will present a number of outstanding policy questions and seeks direction from the Council regarding potential changes to the Development Code for the Middle Housing in Wilsonville project. Staff will also provide a briefing on outreach and public input.

EXECUTIVE SUMMARY:

The City is undertaking a project to update rules related to the allowance of middle housing. Middle housing includes housing types where a few homes are on one lot (duplex, triplex) and where homes are on separate lots that share a common wall (townhouses). The project is driven by updates to state law as well as local equitable housing policy. This will be the City Council's second work session on the project. The Planning Commission has had 5 work sessions. Since the last work session with Council, the project team conducted community outreach and worked to develop a recommended package of updates to the City Development Code and policies.

During the previous work session, the Council reviewed and expressed support for a list of project outcomes based on Council Goals, the City's Equitable Housing Strategic Plan, discussions with Council regarding HB 2001, and recent community conversations around equity and inclusion. The project team and Planning Commission have relied on these desired outcomes as they continue their work. As a reminder, the desired outcomes are as follows:

- Support the vision of a thoughtful, inclusive built environment.
- Comply with House Bill 2001 and related administrative rules adopted by the Land Conservation and Development Commission (LCDC).
- Increase the opportunity for the development of more middle housing to help meet the housing needs of our diverse community.
- Include public outreach to inform middle housing design, particularly from historically marginalized communities of color.
- Create standards that have a high likelihood for use by developers/property owners and result in actual development of middle housing.
- Update infrastructure plans, as needed, to support additional middle housing production.
- Understand options for infrastructure financing related to middle housing.
- Evaluate and update parking strategies and policies to minimize parking congestion.

Outreach Update

The project team held three stakeholder meetings with individual Frog Pond developers, a general community meeting, an Old Town community meeting, and a broad developer stakeholder meeting. In addition, two Spanish-language focus groups were held. While outreach will continue, some themes have emerged that the team wanted to share with the Council. Please note, a more detailed outreach summary report will be included later in the project, but the following are key takeaways from the outreach thus far and what they mean for the project.

Lack of Familiarity with "Missing" Middle Housing: The explanation of "what is middle housing?" was well received. Familiarity with the term, as it is used in Oregon state law and rules, was not widespread. The traditional dichotomy of single-family and multi-family is the base understanding of many community members and the concept of something that does not fit the mold of either is "missing" from the broad community understanding. The project team will need to continue to clearly communicate what middle housing means to help the community learn about middle housing and what it means for future housing choices.

Middle Housing Outlook for Frog Pond West: From discussions with property owners and developers, the project team learned many of the decisions of what will be built in Frog Pond West are well in progress and are not likely to change drastically. Generally speaking, the builders

working in Frog Pond West are intending to focus on single-family product consistent with the Master Plan and their typical development portfolio. If the City allows, but does not require middle housing, changes are not likely to have a significant impact on the ground. To see a noticeable increase in housing variety in Frog Pond West the City would need to explore additional policy changes, programs, incentives, etc. Based on this information, the Planning Commission, in their March work session, suggested requiring rather than just allowing middle housing in Frog Pond West (see discussion below).

Single-Family Scale of Middle Housing: A reoccurring theme is to have middle housing have the “look and feel” of traditional single-family neighborhoods through design standards that keep structures in scale with single-family detached homes. Understanding this, the project team worked to understand the development community’s perspective on the feasibility of design requirements for multiple units to be incorporated into a single-family looking structure. The response was mixed depending on the expertise and previous experience of developers with a variety of housing types. Developers do exist in the market willing to build to this type of requirement and the project team feels it is prudent to continue to explore and refine these types of design standards. A current online survey asks additional questions related to this to help refine how the City drafts these standards.

Focus on Look, Feel, and Function: When a question was posed to the community of *what success looks like walking through a future neighborhood that incorporated middle housing*, answers primarily involved the integration of different housing types and styles into the neighborhood, the presence of natural elements, and connectivity. The feedback reaffirmed the project focus on the look, feel, and function of neighborhoods through siting and design standards applicable to a variety of housing types.

Importance of Parking: The City often hears the desire for the provision of ample parking in residential areas. Additional feedback, including from the Latinx community, focused on (1) the role parking has for social gatherings, which are often culturally significant, and (2) the role parking has in supporting living situations, including those resulting from increasing housing costs, that lead to more residents in a single unit with multiple vehicles. While state rules do not generally allow the City to require more than one parking space per residential unit the City can encourage additional on-site parking as well as extra shared neighborhood parking. The project team is exploring ideas and soliciting input from the community via an online survey to see what other land-consuming amenities or requirements residents may be interested in reducing to allow more land for extra parking. The project team feels the survey will help determine where parking lands among other priorities such as yard size and amount of shared open space.

Initial Neighborhood Support for Old Town Residential Zoning: The Old Town Neighborhood overall seemed supportive of the approach of adopting an Old Town Residential Zone as called for in the neighborhood plan as an element of this current project. Old Town neighbors emphasized the previous planning efforts for Old Town and that those decisions and conversations should be respected to the extent possible under state law and new rules. The project team has drafted an Old Town Neighborhood Zone development code section for further review by the neighborhood and the Planning Commission that will be brought forth for consideration by Council as part of this project’s adoption package. Changes related to Old Town are planned to be minimal while ensuring compliance with state law and rules.

Code Updates and Confirmation of Recommendations

To assist the Planning Commission, City Council, and public in understanding the package of middle housing code updates and help focus attention on the updates in need of the most attention, the project team categorized the various items.

Category 1: Direct requirement for state compliance, no significant local flexibility.

Category 2: Indirect requirement for state compliance, no significant local flexibility. These updates make middle housing development feasible or acknowledge allowance of middle housing.

Category 3: Requirement of state compliance with local flexibility.

Category 4: Not necessary for compliance or feasibility and not directly related to middle housing. Includes technical code fixes and updates to the broader residential parking policy not required by the state. These updates are included out of convenience since much of the residential code is already being amended.

The project team has been moving forward with drafting and refining Category 1 and 2 updates based on the audits completed in late 2020. The project team will share an updated draft up these updates with the Council in a future work session.

The April 19 work session will focus on key Category 3 updates that would benefit from the Council's confirmation of policy direction before the project team proceeds with further drafting or refining of updates. Planning Commission will discuss these item at their April 14 work session and staff will share their feedback with Council during the April 19 work session. These include:

- Frog Pond West Density Compliance Options
- Old Town Zoning
- Extent of Detached Middle Housing

Frog Pond Compliance Options: HB 2001 requires the City increase the overall density in the master plan area from approximately 6.7 dwelling units per net acre to at least 8 dwelling units per net acre. Feedback emphasized doing so in a way that enables flexibility for middle housing and most closely follows the 2017 Frog Pond West Master Plan. Thus, previous work sessions covered 3 potential options as follows:

- Option 1 Allow duplexes on all lots, as required by House Bill 2001, which could effectively double allowed density.
- Option 2 In addition to Option 1 allow a specified amount of middle housing units to reach the required 8 units per acre.
- Option 3 Allow all middle housing types throughout Frog Pond West, greatly increasing allowed density.

Previous Council and Planning Commission work sessions leaned towards Option 2 with some remaining interest in Option 1. However, Option 1 is no longer a valid option. Initial discussions between City staff and staff with the State Department of Land Conservation and Development (DLCD) indicated Option 1 may be an option. However, in an official response published on March 29 DLCD indicated Option 1 does not work as duplexes cannot be counted towards allowed density. This leaves some version of Option 2 as the remaining supported option to pursue.

There are different ways to implement Option 2, which is the key policy question for the Planning Commission and City Council. The Option 2 approach will only impact areas of Frog Pond West

that do not yet have land use approvals, and thus have the possibility to add units during initial development. The area without land use approvals (see Attachment 1) is currently planned for a maximum of 278 units. The increase to the maximum allowance by approximately 125 units would represent a 45% increase to the maximum allowance.

The main tools available to increase units are: (1) modifying current code to allow additional units under current subdistrict designations, with an option to limit that extra allowance to middle housing types, or (2) to re-designate subdistricts up to the next level of density (i.e. R-10 subdistricts to R-7, R-7 subdistricts to R-5) and potentially move some up two levels. In work sessions with the Planning Commission, Commissioners stated a preference for any additional housing units, as part of HB 2001 compliance, to be middle housing units. They also suggested requiring, rather than just an allowing, middle housing units to ensure production happens in support of the desired project outcomes and Equitable Housing Strategic Plan.

Staff recommendation: Based on feedback to date, and the desire to remain consistent with the Master Plan, staff recommends modifying the current code to require additional middle housing units, under current subdistrict designations, and not to change subdistrict designations.

Currently, the R-5 subdistricts require 10% of units be duplexes or 2-unit townhouses. The recommendation is to expand upon this approach by requiring a percentage of middle housing in all remaining subdistricts, including adding a requirement to R-7 and R-10 subdistricts. The required middle housing types and percentages would vary as appropriate to maintain a similar look and feel of the subdistricts as to what could be built per the 2017 Master Plan. For example, there would be more of an emphasis on detached middle housing types like cluster housing in the R-10 large lot subdistricts while more attached middle housing would be allowed in R-5 small lot subdistricts.

This recommended approach will lead to more thoughtfully integrated middle housing directly supportive of the following desired project outcomes:

- Thoughtful/inclusive built environment
- Opportunity for middle housing development for diverse housing needs
- Supportive of input received from marginalized communities
- Likelihood of use/actual development

Old Town Zoning: A number of lots in the Old Town Neighborhood are currently zoned RA-H and require rezoning for middle housing development. The current approach to require a zone map amendment for development of middle housing, but not for a single-family home, is not consistent with HB 2001 and other desired outcomes for this project. The 2011 Old Town Neighborhood Plan called for creating a new Old Town Residential Zone to replace the antiquated zoning approach for much of the residential area of Old Town. Previously the project team presented three options to address this Old Town zoning issue:

- Option 1. Modify the RA-H Zone language to allow middle housing under Old Town specific circumstances.
- Option 2. Create a new Old Town Residential Zone based on the Residential Zone and apply to RA-H zoned residential lots in Old Town

- Option 3. Create a new Old Town Residential Zone, as described in 2 above, but only conditionally rezone making the zoning only come into effect if requested by a property owner.

Staff recommendation: From previous Planning Commission discussions and meeting with Old Town neighbors, Option 3 is not desirable. Based on those discussions, the project team recommends, Option 2: Establish an Old Town Residential Zone to provide for the required administrative review of both single-family and middle housing and keep the existing Old Town Residential Design Standards to the greatest extent possible.

This approach best meets the following project objectives:

- Thoughtful/inclusive built environment
- House Bill 2001 compliance
- Opportunity for middle housing development for diverse housing needs
- Likelihood of use/actual development

Extent of Detached Middle Housing: The State only requires the City to allow certain attached middle housing unit types and cottage clusters, but the City may elect to allow detached middle housing units comparable to the attached housing units. To date, there has been general support for allowing the City’s middle housing definition to include multiple detached units developed on a single parcel to provide flexibility and more opportunities for middle housing. Input received to date, including through the Latinx focus group, generally gives preference to detached housing units.

Staff recommendation: The project team recommends broadly allowing detached middle housing units (cluster housing) the same as attached middle housing units, while considering whether there are circumstances, as these updates continue to develop, where there may be compelling reasons to limit middle housing to attached units only. Some concern exists that detached housing units could replace potentially more affordable attached housing units. In addition, attached units reduce land consumption, which could result in more space for yards, larger or additional units, and parking.

The flexibility of allowing both detached and attached middle housing better supports the following desired outcomes, while other project outcomes are similarly met by restricting detached middle housing:

- Opportunity for middle housing development for diverse housing needs
- Supportive of input received from marginalized communities of color
- Likelihood of actual use/development

Council Discussion

In summary, the project team requests Council feedback on the following three recommendations pertaining to key decisions. Confirmation on policy direction from the Council will allow the project team to refine draft Development Code amendments and other updates for the Council’s consideration at upcoming meetings:

1. Require a percentage of middle housing in all remaining subdistricts without land use approvals in Frog Pond West, including adding a requirement to R-7 and R-10 subdistricts. The required middle housing types and percentages will vary as appropriate to maintain a similar look and feel of the subdistricts as envisioned in the Frog Pond West Master Plan.
2. Develop text for a new Old Town Residential Zone and prepare for a legislative rezone of most residential properties in Old Town as part of this project's adoption package.
3. Write Development Code standards that broadly allows detached middle housing units the same as attached middle housing units.

EXPECTED RESULTS:

Gather additional feedback and direction from the Council to continue to guide the Middle Housing in Wilsonville Project. Familiarize the Council with public outreach for the project.

TIMELINE:

The City Council and Planning Commission will continue to review updated reports over the coming months. The proposed amendments to design standards, the City's Development Code, Comprehensive Plan and Master Plans will be further refined over the spring through public input and additional work sessions. Public hearings and recommendation to City Council are anticipated by late summer/early fall 2021.

CURRENT YEAR BUDGET IMPACTS:

The main consultant contract is for \$125,000. \$95,000 of this amount is covered by a grant from the Oregon Department of Land Conservation and Development (DLCD). The remaining amount is covered by funds budgeted in the City's FY 2020-2021 Budget. Specific outreach to the Latinx community and other historically marginalized communities will be funded by a separate \$81,200 Metro grant and contract.

FINANCIAL REVIEW / COMMENT:

Reviewed by: CAR Date: 4/12/2021

LEGAL REVIEW / COMMENT:

Reviewed by: BAJ Date: 4/14/2021

COMMUNITY INVOLVEMENT PROCESS:

Community outreach has begun and will continue until late spring and into summer as needed, including to the Latinx community supported by a Metro Community Engagement Grant. Opportunities to engage have included community meetings, stakeholder meetings, focus groups, online surveys, and other online materials. Having completed the first round of outreach, the project team is working on additional targeted outreach to answer specific project questions. A key online survey is currently active on *Let's Talk, Wilsonville!* Additional outreach and stakeholder meetings are planned in June to review a complete package of proposed changes prior to moving forward with public hearings.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

A greater amount of middle housing in neighborhoods meeting standards with broad community support. A greater amount of middle housing will create more housing opportunities for a variety of incomes, needs, and preferences.

ALTERNATIVES:

The Council may direct additional or modified approaches that help the City achieve compliance with House Bill 2001 and implement a key strategy from the Equitable Housing Strategic Plan. If the City does not adopt compliant standards by June 30, 2022, a state model code will come into effect for Wilsonville.

ATTACHMENT:

1. Frog Pond West Unit Count: Map and Table

Attachment 1
 Frog Pond West Unit Count: Map and Table

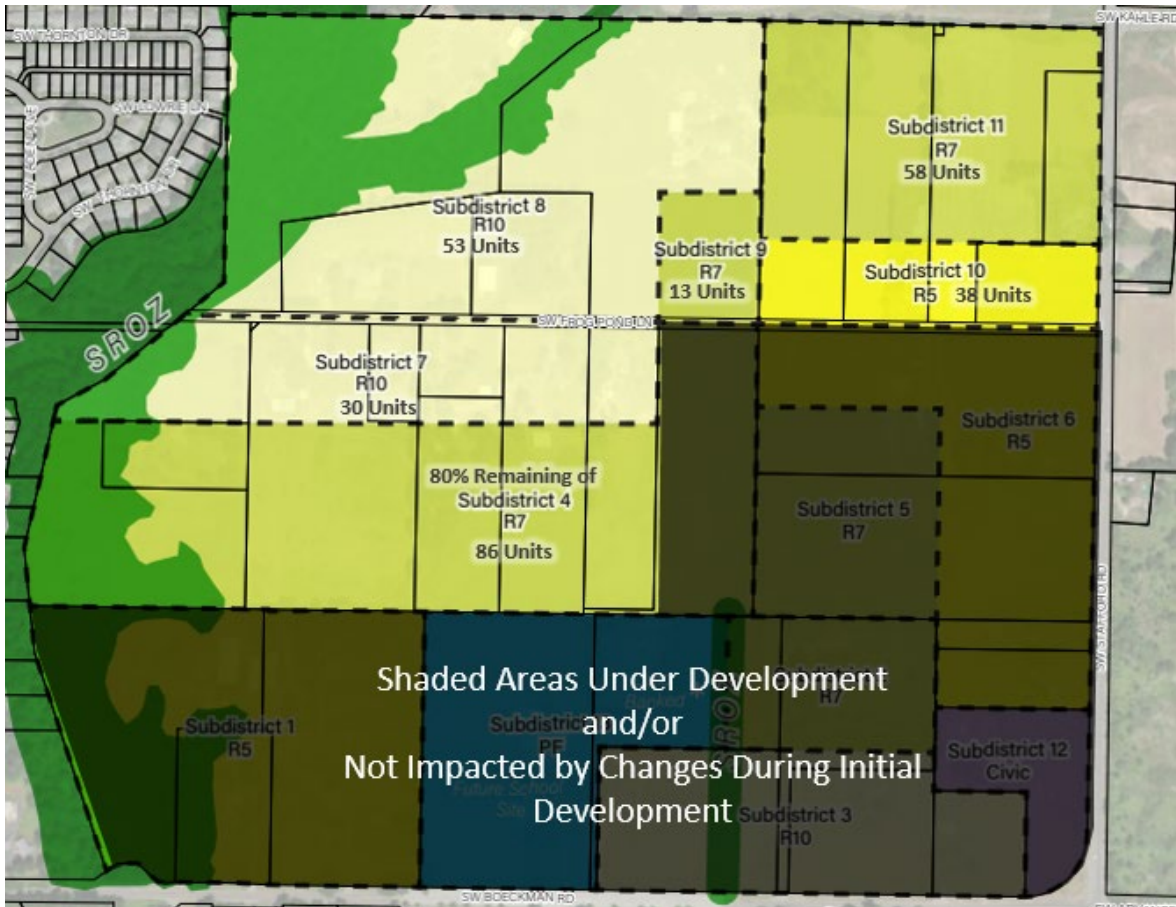


Figure 1. Map of Subdistricts without Land Use Approvals with Maximum Number of Units Allowed per 2017 Frog Pond West Master Plan

Table 1. Maximum Units Per 2017 Frog Pond West Master Plan for Subdistricts Without Land Use Approvals by Subdistrict and Subdistrict Type

<i>Subdistricts</i>	<i>Maximum Units Per 2017 Master Plan</i>
R10 Large Lot Subdistricts	
Subdistrict 7	30
Subdistrict 8	53
Subdistrict Type Total	83
R7 Medium Lot Subdistricts	
Subdistrict 4 (part)	86
Subdistrict 9	13
Subdistrict 11	58
Subdistrict Type Total	157
R5 Small Lot Subdistrict	
Subdistrict 10	38
Subdistrict Type Total	38



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: April 19, 2021	Subject: Diversity, Equity and Inclusion Committee Bylaws Staff Member: Bryan Cosgrove, City Manager and Zoe Monahan, Assistant to the City Manager Department: Administration	
Action Required	Advisory Board/Commission Recommendation	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda	<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable Comments: N/A	
Staff Recommendation: Provide feedback regarding the development of a Diversity, Equity and Inclusion Committee		
Recommended Language for Motion: N/A		
Project / Issue Relates To: Diversity, Equity and Inclusion Committee		
<input type="checkbox"/> Council Goals/Priorities:	<input type="checkbox"/> Adopted Master Plan(s):	<input checked="" type="checkbox"/> Not Applicable

ISSUE BEFORE COUNCIL:

Provide feedback regarding the updated bylaws to develop a new Diversity, Equity, and Inclusion Committee.

EXECUTIVE SUMMARY:

Staff presented a draft charter to City Council on April 5, 2021. Overall, the City Council was supportive of the charter; however, there were three areas that they wanted more information.

1. Section 4.C. Appointments - Is the description of the committee members broad enough and inclusive? Should this include additional groups?
2. 5.Term of Voting-Member Appointments – is the language about filling terms consistent with other committees.
3. Should there be a voting or non-voting City Council liaison on the Committee?

As requested, staff sought input from the small group of community members, who met with staff about Diversity, Equity and Inclusion in 2020. There were a few response with some consensus.

Staff updated the draft bylaws to reflect the received feedback.

1. Section 4.– C. Appointments. The Council will appoint the committee members. The Council will strive to appoint members to the Diversity, Equity, and Inclusion Committee who bring their lived experiences such as Communities of Color, lesbian, gay, bisexual, transgender, queer/questioning (LGBTQ+) people, and/or people experiencing disabilities. Appointed members will be expected to think broadly in terms of how issues of racism, sexism, ableism, and other discriminatory and prejudicial biases impact all residents in Wilsonville.

This section was updated was not updated based on staff's internal discussion. Mayor Fitzgerald met with the Project Consultant to determine how we could update this section to address concerns that community members may not feel included in the previous draft language. The suggested language along with suggested language from Councilor West are included in attachment 3 for City Council consideration. The intent of the language is to be inclusive to all community members but unfortunately, it is impossible to list every group. The language does not preclude anyone who identifies with a specific group from participating on this committee.

2. Should there be up to 13 voting committee members?

The language has been updated to include between eleven (11) and thirteen (13) voting committee members.

3. Section 5.Term of Voting-Member Appointments -To begin, Members will be appointed for staggered three-year terms based on the fiscal year, scheduled so that three (3) or four (4) members are appointed or reappointed each year. A vacancy in a position may be appointed to fulfill the remainder of any term. Terms of appointment for less than three years shall not count towards the maximum time of service, including partial term appointments to fill vacancies and the initial appointment of Positions 1 - 9.

Yes, although the language is not the same, other committees do not require that partial terms count toward maximum terms. Examples from the charter are included (attachment 2) since they

each use slightly different language. Based on this research, it is also encouraged that the time between the maximum term and a new term (hiatus period) should be one year rather than three. This is consistent with other city boards and committees.

EXPECTED RESULTS:

Establish a Diversity, Equity and Inclusion Committee as directed by the City Council at their January 14, 2021 meeting. The bylaws will frame the committee purpose and structure. After establishing the committee, it is anticipated that the committee will develop a strategy with the assistance of the facilitator and make recommendations to the City Council to elevate the City's Diversity, Equity, and Inclusion (DEI) work.

CURRENT YEAR BUDGET IMPACTS:

The Administration department is using funds in the FY 2020-21 budgeted for special projects for a facilitator and translation services. The Administration department also plans to budget funds in the upcoming FY 2021-22 budget to continue this work out of the special project funds as well as planning for additional translation services out of the communications budget.

FINANCIAL REVIEW / COMMENT:

Reviewed by: CAR Date: 4/13/2021

LEGAL REVIEW / COMMENT:

Reviewed by: BAJ Date: 4/14/2021

COMMUNITY INVOLVEMENT PROCESS:

Staff has reached out to the community throughout this process and will continue to seek community involvement through the DEI committee.

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

The City intends to increase efforts to recognize diverse viewpoint and be an increasingly more welcoming community with many voices and viewpoints being expressed. By forming a DEI committee the following are expected to be addressed in the strategic plan and committee work:

- Increased Representation, Diversity on City Boards
- Consistent City communication to brand Wilsonville as an inclusive community
- More Inclusive Cultural Events, Celebrations & Holiday Recognitions
- Education to the Broader Community (how to address micro-aggressions, etc.)
- Opportunities for DEI Advocates to Network and Work More Efficiently Together

ALTERNATIVES:

The City Council can also chose not to move forward with a DEI Committee.

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

1. Draft Diversity, Equity, and Inclusion Committee Charter
2. Terms of Service for Wilsonville Committees
3. Alternative language for Section 4.C.

City of Wilsonville Diversity, Equity and Inclusion Committee Charter

April 2021

The Diversity, Equity and Inclusion Committee is hereby created as a deliberative and recommending body of the City Manager’s Office, subject to the following:

Section 1. Name of Committee: Diversity, Equity and Inclusion Committee (“Committee”).

Section 2. Purpose: To create a culture of acceptance and mutual respect that acknowledges differences and strives for equitable outcomes of opportunity, access and inclusion by:

A. Advising the Wilsonville City Council (“Council”) on policy decisions related to diversity, equitable outcomes, and inclusion;

B. Making recommendations to the Council on public engagement strategies and methods by which all Wilsonville residents have the opportunity to better participate in the decision-making process;

C. Advising the City on culturally responsive service delivery, programming, and communication strategies;

D. Creating, updating and overseeing progress on the City’s Diversity, Equity and Inclusion Plan;

E. Identifying local community leaders and building more leadership capacity in Wilsonville’s diverse communities.

Section 3. Appointment: The Mayor appoints and the City Council confirms Committee members, who serve at the pleasure of the Council.

Section 4. Membership:

A. *Number of Members.* The Diversity, Equity, and Inclusion Committee shall be composed of ~~nine (9) to eleven (11)~~eleven (11) to thirteen (13) members.

B. *Residency.* Members must reside, own a business, or attend school within the City of Wilsonville city limits. A majority of members appointed must reside within the City limits. The

Council can appoint a member or members to the Diversity, Equity, and Inclusion Committee who does not meet any of these residency criteria if it is determined that the member brings significant value to the Committee.

C. *Appointments.* The Council will appoint the committee members. The Council will strive to appoint members to the Diversity, Equity, and Inclusion Committee who bring their lived experiences such as Communities of Color, lesbian, gay, bisexual, transgender, queer/questioning (LGBTQ+) people, and/or people experiencing disabilities. Appointed members will be expected to think broadly in terms of how issues of racism, sexism, ableism, and other discriminatory and prejudicial biases impact all residents in Wilsonville.

D. *Terms.* Except as otherwise provided below, Committee Terms are for three years, commencing with January of each year. All members may serve two consecutive three-year terms. Members who have served two full terms may be reappointed to the Diversity, Equity, and Inclusion Committee after a ~~four~~one-year hiatus from the Committee.

E. *Removal.* A Committee member may be removed by the Council for misconduct, nonperformance of duty, or three successive unexcused absences from regular meetings. Committee members may, by motion, request that a member be removed by the Council.

F. *Youth Members.* The Council will appoint up to two Wilsonville-area high school student(s) to serve up to (2) two one (1) year term on the Committee. The youth member(s) will be a voting member.

Section 5. Term of Voting-Member Appointments: To begin, Members will be appointed for staggered three-year terms based on the fiscal year, scheduled so that ~~five~~three (3) or four (4) members are appointed or reappointed each year. A vacancy in a position may be appointed to fulfill the remainder of any term. Terms of appointment for less than three years shall not count towards the maximum time of service, including partial term appointments to fill vacancies and the initial appointment of Positions 1 - 9.

At the outset of the Committee, voting positions will be staggered as follows: ~~three~~five (5) positions are one-year or slightly less in duration and four (4) positions are a two-year duration

or slightly less in duration, and four (4) positions are full three-year appointments or slightly less in duration; assuming appointment by June 1, 2021:

Position #1 – 1-year term: 6/1/21 – 12/31/22 next term: 1/1/22-12/31/25

Position #2 – 1-year term: 6/1/21 – 12/31/22; next term: 1/1/22-12/31/25

Position #3 – 1-year term: 6/1/21 – 12/31/22; next term: 1/1/22-12/31/25

Position #4 – 1-year term: 6/1/21 – 12/31/22; next term: 1/1/22-12/31/25

Position #5 – 1-year term: 6/1/21 – 12/31/22; next term: 1/1/22-12/31/25

Position #~~4~~6 – 2-year term: 6/1/21 – 12/31/23; next term: 1/1/23-12/31/26

Position #~~5~~7 – 2-year term: 6/1/21 – 12/31/23; next term: 1/1/23-12/31/26

Position #~~6~~8 – 2-year term: 6/1/21 – 12/31/23; next term: 1/1/23-12/31/26

Position #~~7~~9 – 2-year term: 6/1/21 – 12/31/23; next term: 1/1/23-12/31/26

Position #~~8~~10 – 3-year term: 6/1/21 – 12/31/24; next term: 1/1/24-12/31/27

Position #~~9~~11 – 3-year term: 6/1/21 – 12/31/24; next term: 1/1/24-12/31/27

Position #~~10~~12 – 3-year term: 6/1/21 – 12/31/24; next term: 1/1/24-12/31/27

Position #~~11~~13 – 3-year term: 6/1/21 – 12/31/24; next term: 1/1/24-12/31/27

Section 6. Organization: At the first meeting of each fiscal year, the Committee will elect a chair and vice-chair from the voting members.

The Chair (Vice Chair in the absence of the Chair) will preside over all meetings.

An appointed City staff person or outside contractor will serve as secretary to keep notes of each public meeting and assist with administrative tasks.

The Committee will meet on an agreed-upon schedule at least four (4) times per year. The Chair may also call a special meeting with one week's advance notice. Such meeting notice may be given by email or regular mail.

A meeting may be held without a quorum; however, to vote on a matter the committee must have a quorum present which will consist of a simple majority of appointed voting members.

Committee members may participate in a meeting by telephone or videoconference.

Unless falling under an exemption to public meetings laws, all meetings will otherwise be public meetings, announced and conducted in accordance with public meeting requirements.

Except as provided under Oregon Public Meetings Law, the Rules of Parliamentary Law and Practice as in Roberts Rules of Order Revised Edition (“Roberts Rules”) shall govern each committee meeting. In the event of a conflict between Oregon Public Meetings Law and Roberts Rules, Oregon Public Meetings Law shall control.

Section 7. Voting: All members are entitled to vote in person (including by telephone or video conference) at a meeting. Proxies are not allowed. A majority vote of the members voting on the question will be required to carry any matters submitted. A member who abstains from a vote shall be counted as present for purposes of the quorum but not counted as having voted on the question.

Section 8. Amendments: Recommendations to amend this Charter may be made at a regular or special board meeting and approved by a vote of at least two-thirds of the entire Committee. Such recommendations shall be reviewed by the City Attorney for legal compliance and conformance to City Code, and thereafter be presented to City Council for approval.

City Committee Terms Review

2.300 Parks and Recreation Advisory Board.

(1) A Parks and Recreation Advisory Board is hereby created. The Parks and Recreation Advisory Board shall consist of seven members. At least five members of the Parks and Recreation Advisory Board shall be residents of the City. Two members may reside outside of the city limits but must reside within the boundaries of the West Linn-Wilsonville, Canby, Sherwood, or North Marion school districts. Members shall be appointed by the Mayor with the consent of the City Council and may be removed by the Mayor with the consent of the Council. Of the members first appointed, four members shall be appointed for a two-year term and five members shall be appointed for a four-year term. Subsequent appointments shall be for a term of four years. No member shall hold appointment for more than two full consecutive terms, but any person may be appointed again to the Commission after an interval of one year.

Amended by Ord #397 – 5/4/92

Amended by Ord. #480 3/20/97

2.321 Planning Commission Terms of Office.

(1) Each member of the Planning Commission shall serve a four-year term or until a successor is appointed. Provided, however, that the terms of two of the Commissioners shall expire at the end of calendar year 1997, two shall expire at the end of 1998, and three shall expire at the end of 1999. Any vacancy shall be filled for the unexpired term of the predecessor in the office. No member shall hold appointment for more than two (2) full consecutive terms, but any person may be appointed again to the Commission after an interval of one (1) year. However, an appointee may subsequently be appointed to a maximum of two consecutive four-year terms after completing the unexpired term of another commissioner.

(Added by Ord. 453, dated March 18, 1996, effective May 1, 1996.)

2.331 Development Review Board Terms of Office.

Each member of the Development Review Board shall serve a two-year term, or until a successor is appointed. Provided, however, that the terms of two (2) of the members of each panel shall expire at the end of calendar year 1996, and the terms of three (3) members of each panel shall expire at the end of 1997. Any vacancy shall be filled for the unexpired term of the predecessor in the office. No member shall hold appointment for more than three (3) full consecutive terms, but any person may be appointed again to the Board after an interval of one (1) year. However, an appointee may subsequently be appointed to a maximum of three consecutive two-year terms after completing the unexpired term of another board member.

(Section added by Ord. 453, dated March 18, 1996, effective May 1, 1996.)

2.352 Library Board Members

(l) Members of the Library Board shall be appointed by the Mayor with consent of the Council and may be removed by the Mayor with the consent of the Council. Any vacancy, unless caused by expiration of a term of office, shall be filled by the Council for the unexpired term of the predecessor in the office; and at the expiration of the term of any member, the City Council shall appoint a new member or may reappoint a member for a term of four (4) years. **No member shall hold appointment for more than two (2) full consecutive terms, but any person may be appointed again to the Board after an interval of one (1) year.**

2.372 Budget Committee

Terms of Office for Non-Council Members. (1) Each non-council member of the Budget Committee shall serve a staggered, three-year term as provided for in WC 2.370 (1) or until a successor is appointed. Any vacancy shall be filled for the unexpired term of the predecessor in office. **A non-council member shall not hold appointment for more than two (2) full consecutive terms, but such non-elected member may be appointed again to the Committee after an interval of one (1) year. However, a non-council member is not barred from and may subsequently be appointed to a maximum of two consecutive, three-year terms after completing the unexpired term of a predecessor in office.**

Bylaws of the Kitakata Sister City Advisory Board

II. Board Membership and Formation (sixth paragraph)

No Board member shall be appointed for more than two full consecutive terms (not counting a partial term served), but any person may be appointed again to the Board after an interval of one year.

City of Wilsonville Tourism Promotion Committee Charter

Section 6.

Term of Voting-Member Appointments: Staggered three-year terms based on the fiscal year, scheduled so that two (2) or three (3) members are appointed or reappointed each year. A vacancy in a position may be appointed to fulfill the remainder of the term. The appointment of a member shall automatically terminate upon the member's unexcused absence of three (3) consecutive meetings during a 12-month period. **A member may serve a maximum of three (3) consecutive three-year terms; terms of appointment for less than three years shall not count towards the maximum time of service.**

Alternative Language for Council Consideration:

Diversity, Equity and Inclusion Committee Bylaws Section 4. Membership - C. Appointments

1. Mayor and Bill de la Cruz collaborative suggestion

The Council will appoint the committee members. The Council will strive to appoint members to the Diversity, Equity, and Inclusion Committee who bring their lived experiences including but not limited to race, ethnicity, LGBTQ+, gender, socio-economic, disability, age amongst other identities. Appointed members will be expected to think broadly in terms of how issues of racism, sexism, ableism, and other discriminatory and prejudicial biases impact all residents in Wilsonville.

2. Councilor West's Suggestion

The Council will appoint the committee members. The Council will strive to appoint members to the Diversity, Equity, and Inclusion Committee who bring their lived experiences regardless of their immutable traits including but not limited to race, ethnicity, LGBTQ, gender, socio-economic status/history, disability, age amongst other identities. Appointed members will be expected to think broadly in terms of how issues of racism, sexism, ableism, and other discriminatory and prejudicial biases impact all residents in Wilsonville.

CITY COUNCIL ROLLING SCHEDULE Board and Commission Meetings 2021

Items known as of 04/14/21

April

DATE	DAY	TIME	EVENT	LOCATION
4/26	Monday	6:30 p.m.	DRB Panel B - CANCELLED	Council Chambers
4/28	Wednesday	6:30 p.m.	Library Board	Library

May

DATE	DAY	TIME	EVENT	LOCATION
5/3	Monday	7:00 p.m.	City Council Meeting	Council Chambers
5/10	Monday	6:30 p.m.	DRB Panel A	Council Chambers
5/12	Wednesday	6:00 p.m.	Planning Commission	Council Chambers
5/13	Thursday	4:00 p.m.	Parks and Recreation Advisory Board	Parks & Recreation Admin Building
5/17	Monday	7:00 p.m.	City Council Meeting	Council Chambers
5/19	Wednesday	6:00 p.m.	Budget Committee #1	Council Chambers
5/20	Thursday	6:00 p.m.	Budget Committee #2	Council Chambers
5/24	Monday	6:30 p.m.	DRB Panel B	Council Chambers
5/25	Tuesday	6:00 p.m.	Budget Committee #3 (if needed)	Council Chambers
5/25	Wednesday	6:30 p.m.	Library Board	Library

Community Events:

4/19-4/24 WERK Week Volunteer Days

4/21 A Will Is Not Enough in Oregon (online) from 10:30 a.m. – 12:00 p.m.

4/22 Storytime LIVE (online) at 10:30 a.m. – 11:00 a.m.

4/23 Teen Event (online) from 6:00 p.m. – 7:00 p.m.

4/24 English Conversation Group (online) from 9:30 a.m. – 10:30 a.m.

4/26 English Conversation Group (online) from 6:00 p.m. – 7:00 p.m.

4/27 Toddler and Baby Time LIVE (online) from 10:30 a.m. – 11:00 a.m.

4/29 Storytime LIVE (online) at 10:30 a.m. – 11:00 a.m.

5/1 English Conversation Group (online) from 9:30 a.m. – 10:30 a.m.

5/3 English Conversation Group (online) from 6:00 p.m. – 7:00 p.m.

5/4 Estate Planning 101 Webinar with Rose Elder Law at 10:00 a.m.

5/5 Profiles presentation on The Courage to Be Frida online from 11:00 a.m. to 12:30 p.m.

5/6 Toddler and Baby Time LIVE (online) from 10:30 a.m. – 11:00 a.m.

5/8 English Conversation Group (online) from 9:30 a.m. – 10:30 a.m.

5/10 English Conversation Group (online) from 6:00 p.m. – 7:00 p.m.

5/11 Toddler and Baby Time LIVE (online) from 10:30 a.m. – 11:00 a.m.

5/12 Article Club program on "Out of the Barrel of a Gun" by Charles Homans, The New York Times Magazine online from 1:00 p.m. to 1:30 p.m.

5/13 Storytime LIVE (online) at 10:30 a.m. – 11:00 a.m.

5/31 City Offices closed in observance of Memorial Day

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



Natural Resources Program

Earth Day 2021

Fires in northwest Oregon

Heat detected by satellites in previous 24 hours only
September 10, 2020

Fire Activity Detected By VIIRS

- Last 0 To 6 Hours
- Last 6 To 12 Hours
- Last 12 To 24 Hours

205
4
Portland

I-84



105
Eugene

Holiday Farm Fire
(McKenzie Fire)

144,694 a.

Bend

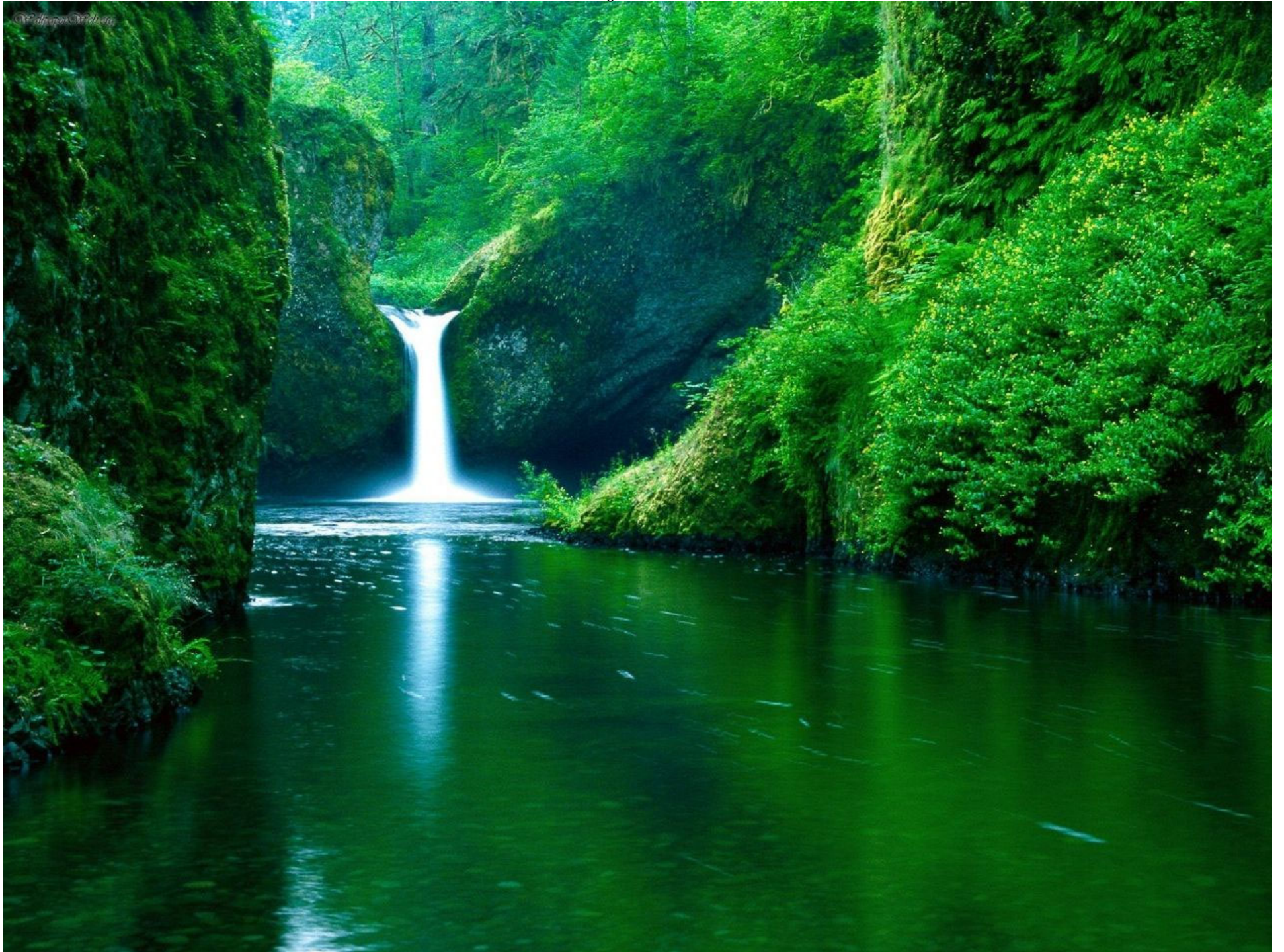
Wildfire Today / NASA

















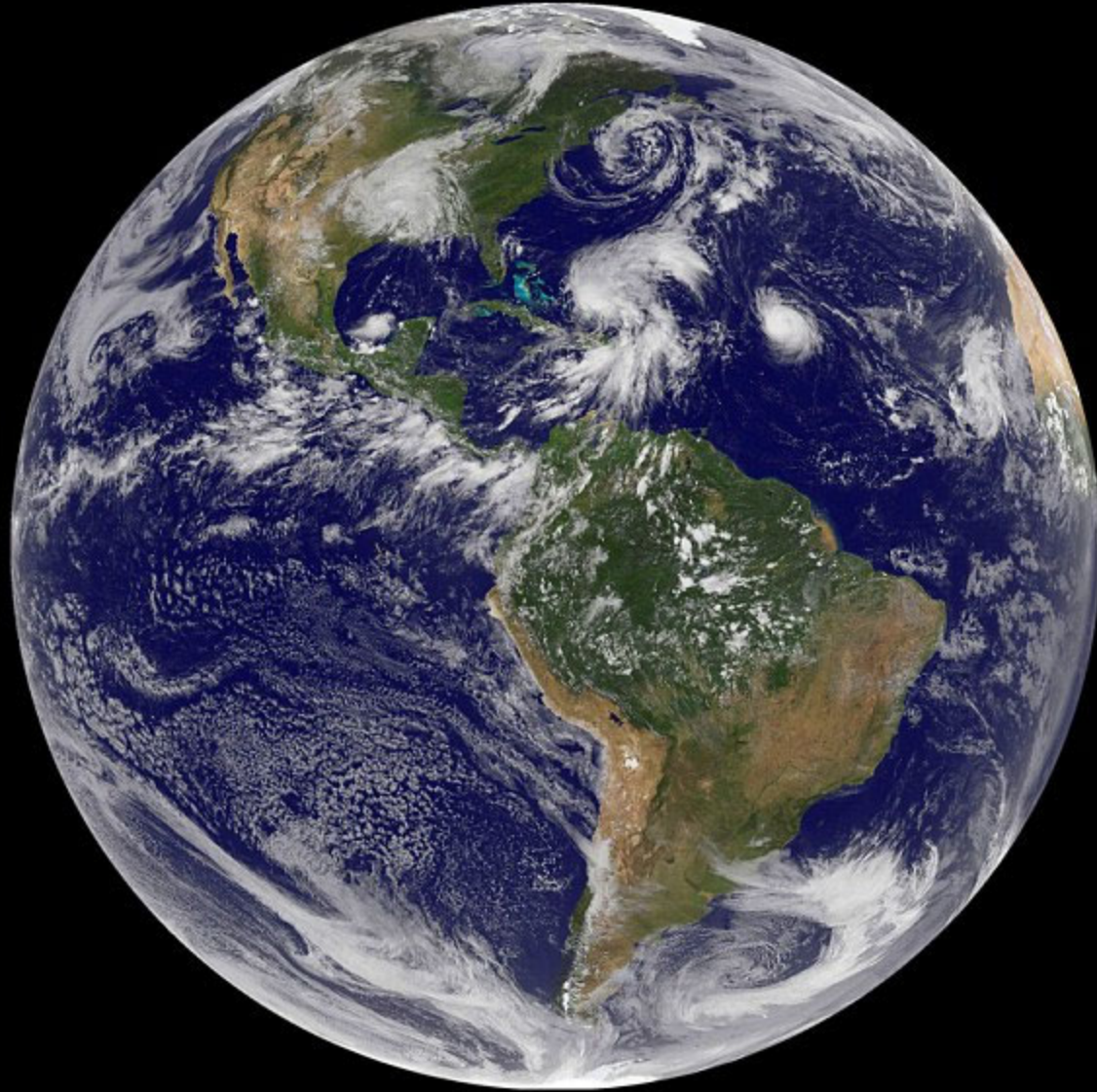








What a Wonderful World



© NASA

Happy Earth Day

CITY OF WILSONVILLE
2021 Earth Day Proclamation



WHEREAS, this year marks the 51st anniversary of Earth Day, which began in 1970 as a long term endeavor to make the planet clean, healthy, and sustainable; and

WHEREAS, Earth Day is celebrated around the globe by people of all backgrounds, faiths and nationalities; and

WHEREAS, community members of all ages can contribute to building a healthy society through the wise use and protection of our natural resources, including our air, water, and natural habitats; and

WHEREAS, Wilsonville has always recognized the importance of protecting, conserving, and restoring our natural resources, thus creating a livable and vibrant community.

NOW, THEREFORE, I, Julie Fitzgerald, Mayor of the City of Wilsonville, do hereby proclaim April 22, 2021 as

EARTH DAY 2021

and pledge the City's support and invite all Wilsonville residents, businesses, civic groups, government, and other organizations to celebrate in appropriate ways, while practicing social distancing.

Dated this 19th day of April 2021

Julie Fitzgerald, Mayor

BIKE MONTH IN WILSONVILLE



**CITY OF WILSONVILLE
PROCLAMATION DECLARING MAY AS BIKE MONTH**

WHEREAS, for more than a century, the bicycle has been an important part of the lives of most Americans; and

WHEREAS, today millions of Americans engage in bicycling because it is a viable and environmentally-sound form of transportation, an excellent form of fitness, and provides quality family recreation; and

WHEREAS, the education of cyclists and motorists as to the proper and safe operation of bicycles is important to ensure the safety and comfort of all users; and

WHEREAS, ease of access for pedestrians and cyclists is crucial to ensuring their safety and encourages more active transportation; and

WHEREAS, the City of Wilsonville's South Metro Area Regional Transit (SMART) works to reduce our carbon footprint by promoting bicycle use in an effort to lessen the number of cars on the road; and

WHEREAS, the League of American Bicyclists and independent bicyclists throughout Oregon are promoting greater public awareness of bicycle operation, safety, and education to prevent crashes, injuries, and fatalities for all.

NOW, THEREFORE, I, Julie Fitzgerald, Mayor of the City of Wilsonville, do hereby proclaim May 2021 as:

BIKE MONTH

I encourage all Wilsonville residents to ride their bicycles for fun and fitness and for everyone to recognize the importance of bicycle safety and education.

Dated this 19th day of April 2021

Julie Fitzgerald, Mayor

PROCLAMATION
BUILDING SAFETY MONTH
MAY 2021

WHEREAS: The community members of Wilsonville spend considerable time at home, at school, work, worship, and play in buildings; and

WHEREAS: Our city places a high value on ensuring buildings are safe for the protection of its community members from disasters such as fire, wind storms, earthquakes, landslides, floods, and other natural hazards; and

WHEREAS: “Prevent, Prepare, Protect. Building Codes Save,” the national theme for Building Safety Month, encourages community members to raise awareness of the importance of building and maintaining safe structures, fire prevention, disaster mitigation, water conservation, ADA accessibility, energy efficiency, alternative energy, and new technologies in the construction industry; and

WHEREAS: The effective administration of building safety codes affects our community and gives us confidence that our structures are safe and sound; and

WHEREAS: Our confidence is achieved through the devotion of professional building inspectors, fire prevention officers, design professionals, and licensed contractors - who work year-round to ensure the construction of safe, durable, and sustainable buildings; and

WHEREAS: In observance of Building Safety Month, Wilsonville community members are reminded about the benefits of safe and sustainable spaces whether at home, at work, or places where we gather in our communities.

NOW, THEREFORE, I, Julie Fitzgerald, Mayor of the City of Wilsonville, do hereby proclaim the month of May 2021 as:

BUILDING SAFETY MONTH

I encourage all Wilsonville residents to join communities across America with participation in Building Safety Month activities.

Dated this 19th day of April 2021.

Julie Fitzgerald, Mayor



Clackamas County Sheriff's Office





Clackamas County Sheriff's Office

The mission of the Clackamas County Sheriff's Office is to provide public safety services to the people in Clackamas County so they can experience a safe and secure community.





Clackamas County Sheriff's Office



- 1,879 square miles – nearly the size of the State of Delaware
- Roughly 423,000 live in Clackamas County
- Two major interstates
- Over 7,900 miles of roads
- Nearly 140 miles of waterways
- Home to Mt. Hood, the second-most-climbed mountain in the world



Clackamas County Sheriff's Office

**The Sheriff's Office employs
456 full time employees:**

343 Sworn personnel

113 Civilian personnel



The Sheriff's Office Provides the Following Services:

Patrol – Jail – Investigations – Civil – Community Corrections

A Safe Place Family Justice Center – Marine Patrol – CNT – SWAT – Search and Rescue

Dive Rescue Team – Behavior Health Unit – K9 Unit

Contract City Operations: Wilsonville – Happy Valley – Estacada



Clackamas County Sheriff's Office

PATROL DIVISION

- Responded to 81,983 calls for service
- Traffic stops: 19,618
- Search & Rescue call-outs: 141
- SWAT/CNT call-outs: 23

Source: all data is from 2019





Clackamas County Sheriff's Office

PATROL DIVISION

County's top six crimes in 2019:

- Theft 3,215
- Criminal Mischief 672
- Drug Charges 636
- Stolen Vehicle 614
- Burglary 504
- Criminal Trespass 477

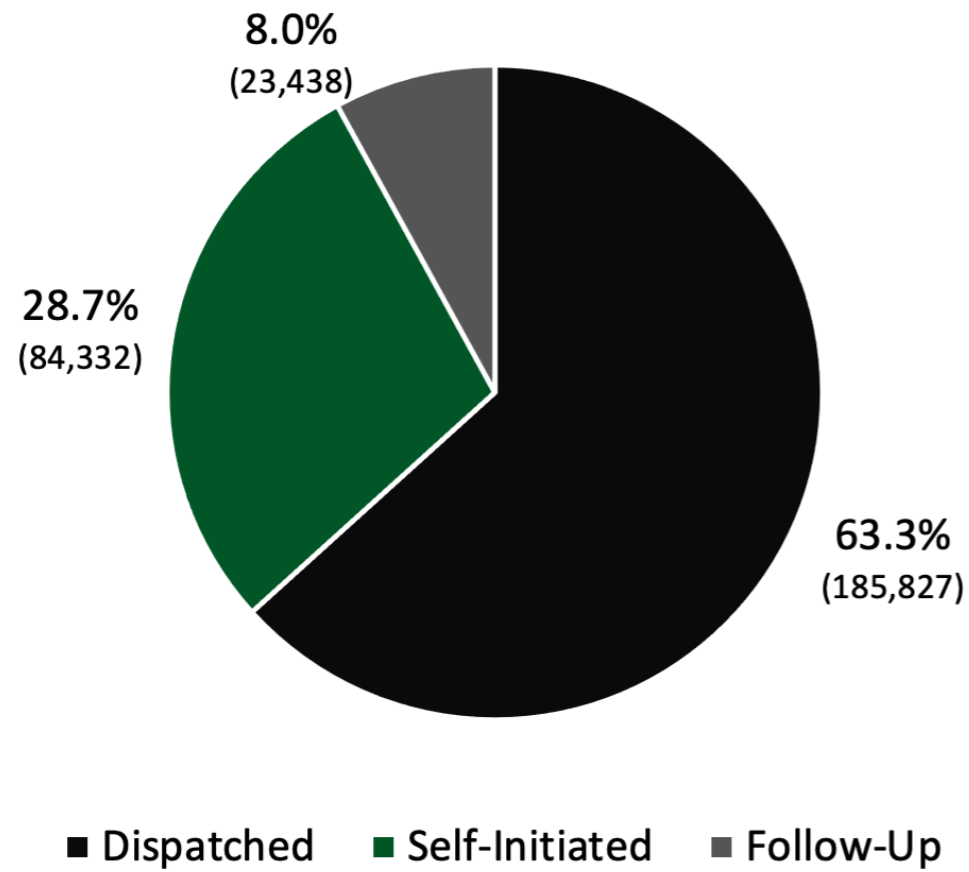




Clackamas County Sheriff's Office

CLACKAMAS COUNTY CALLS FOR SERVICE 2018 - 2020

CCSO Calls for Service 2018-2020



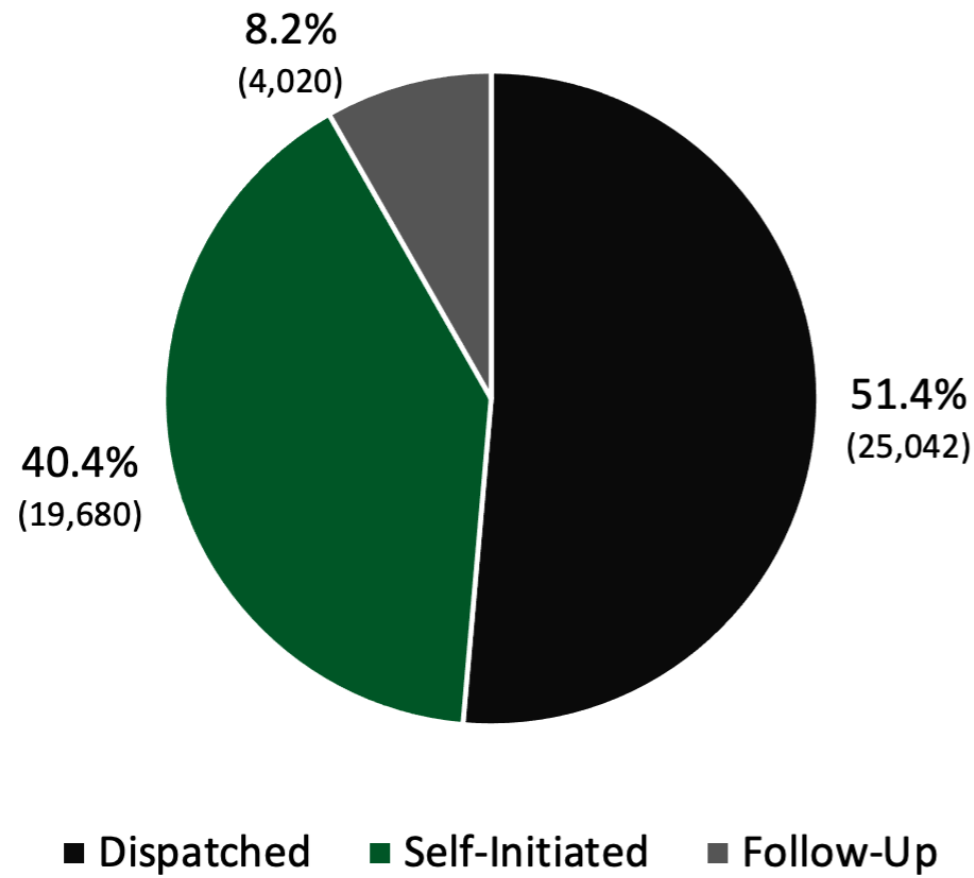
- 185,227 calls for service
- 23,438 follow-ups
Related to calls for service
- 84,332 Self-initiated calls
Represents calls created by proactive policing (traffic stops, premise checks, community engagement, etc.).



Clackamas County Sheriff's Office

WILSONVILLE CALLS FOR SERVICE 2018 - 2020

Wilsonville Calls for Service 2018-2020



- 24,042 calls for service
- 4,020 follow-ups
Related to calls for service
- 19,680 Self-initiated calls
Represents calls created by proactive policing (traffic stops, premise checks, community engagement, etc.).



Clackamas County Sheriff's Office

INVESTIGATIONS DIVISION



- Includes detectives specializing in investigating homicides, violent crime, child abuse, domestic violence, adult sex crimes, financial and property crimes.
- Forensic investigators comprised of Crime Scene Investigators (CSI), imaging specialists, computer forensic experts and criminal reconstruction investigators.





Clackamas County Sheriff's Office

INVESTIGATIONS DIVISION



- Investigated **130** new violent crimes against persons
- Investigated **53** new property and financial crimes
- Investigated **263** new crimes against children
- Property & Evidence currently stores and curates over **75,000** items in the property and evidence facility, and processes approximately **2,000** items each month.

Source: all data is from 2019



Clackamas County Sheriff's Office

A SAFE PLACE FAMILY JUSTICE CENTER



A Safe Place Family Justice Center is a partnership of public and non-profit organizations serving families and individuals impacted by family violence, sexual violence, stalking, or abuse against older adults and people with disabilities. Partner agencies work with participants to help increase their safety and create pathways to healing.

On-site services provided include: advocacy, culturally-specific services, safety planning, counseling, support groups, legal support, access to law enforcement, and assistance with filing protection orders and appearing remotely in Circuit Court.

A Safe Place Family Justice Center was opened in 2013 and serves Clackamas County residents regardless of city boundaries.

- **4,621** visits for services
- **528** protective orders processed

Source: all data is from 2019





Clackamas County Sheriff's Office

JAIL & CORRECTIONS



- Jail built in **1958**
- **465** Jail bed capacity
- **Received full medical accreditation** in 2020 through National Commission on Correctional Health Care (NCCHC)
- **Medication Assisted Treatment (MAT)**
 - ▶ **1,690** inmates placed on opiate-withdrawl protocol (monitored for detox)
- Earned **100% compliance rating** with Oregon Jail Standards during inspections by the Oregon State Sheriffs' Association

Source: unless otherwise noted all data is from 2019



Clackamas County Sheriff's Office

JAIL & CORRECTIONS



- **14,464** Jail bookings
- **25.95%** of adults in custody were prescribed mental health medications. **Only 10.64% reported current mental health needs at intake.**
- **731** adults in custody (5.05% of AIC population) reported being both homeless and having a substance abuse problem.
- **487** adults in custody (3.37% of AIC population) reported homeless and having a mental health issue impacting their quality of life.
- **\$80,097.94** spent on mental-health medication.
- In 2020, **35.57%** of adults in custody were prescribed mental health medications. **Only 13.47% reported current mental health needs at intake.**

Source: unless otherwise noted all data is from 2019



Clackamas County Sheriff's Office

CCITF (CLACKAMAS COUNTY INTER-AGENCY TASK FORCE)



Sheriff's Specialized Drug Enforcement Team

The Clackamas County Inter-agency Task Force (CCITF) is a coordinated group effort by local and federal law-enforcement to hold drug traffickers accountable and to reduce illegal drugs and drug related crimes in Clackamas County.

Since 2016 some of CCITF's accomplishments include:

- Arrests: **624**
- Drug trafficking organizations dismantled: **19**
- Firearms seized: **254**
- Methamphetamine seized: **943 lbs.**
- Fentanyl pills seized: **2,532**
- Heroin seized: **123 lbs.**



PUBLIC SAFETY CHALLENGES

Demand on Public Safety Services:

- Increase in population, urbanization, traffic congestion, houselessness, persons affected by mental health conditions, drug use/addiction

Lack of Resources:

- Lack of treatment facilities and other resources to divert persons in mental health crisis and alcohol/drug issues from Jail and the criminal justice system



Clackamas County Sheriff's Office

COST TO TRAIN AND EQUIP A PATROL DEPUTY (FY 2018 – 2019)



TRAINING

Patrol Academy.....	\$25,920
Defensive Tactics.....	\$8,864
Taser.....	\$1,335
Firearms	\$4,421
Orientation	\$1,295
Field.....	\$30,325

**Total Training Cost Per Deputy:
\$72,160**

EQUIPMENT

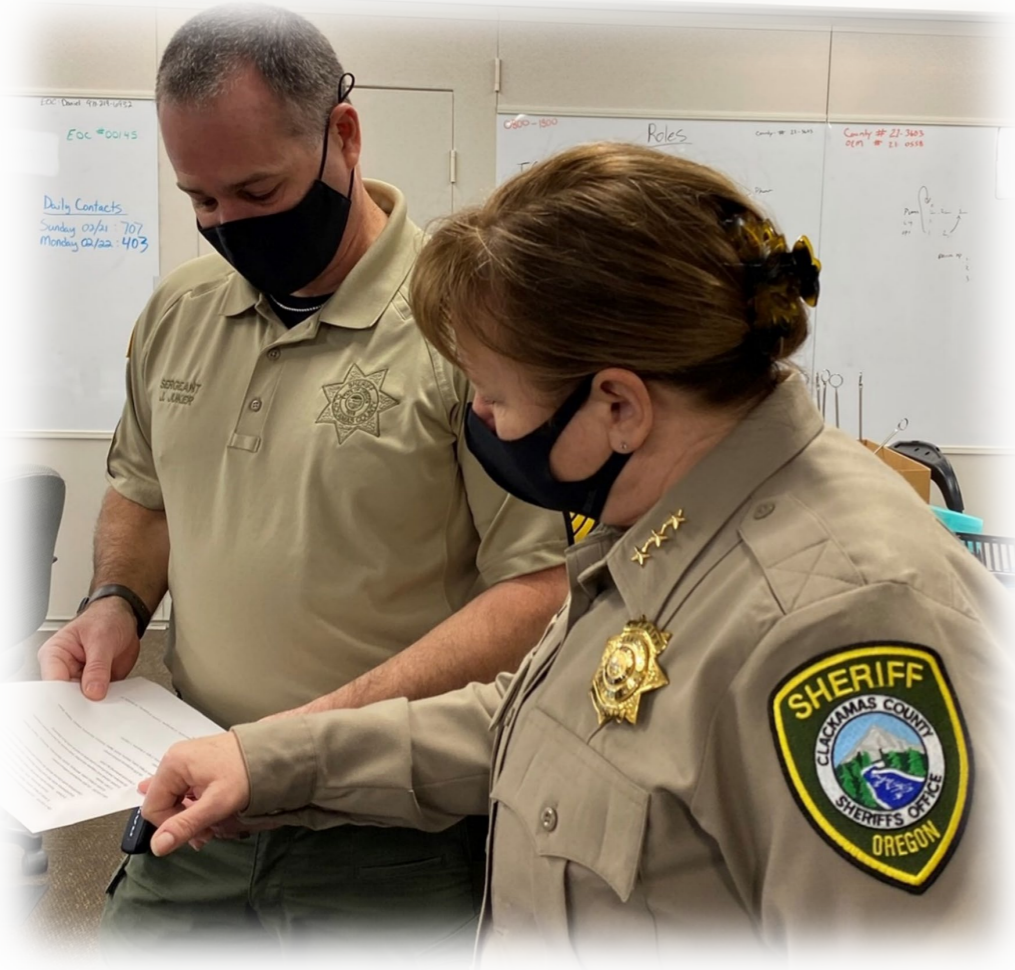
Duty Bag.....	\$258
Patrol Car	\$51,492
Computer/E-Ticket Printer	\$3,500
Uniform/Body Armor	\$1,956
Radio	\$7,746
Taser.....	\$1,435

**Total Equipment Cost Per Deputy:
\$66,387**



Clackamas County Sheriff's Office

SHERIFF PRIORITIES



Independent Financial Condition Assessment

- ✓ In Progress
- ❑ Projected completion date April 30, 2021

Comprehensive Staffing Study

- ✓ In Progress
- ❑ Projected completion date May 1, 2021

Implementation of Strategic Business Plan

- ✓ In Progress

Public Safety Local Option Levy

Current 5-year levy expiring December 31, 2021



Clackamas County Sheriff's Office

CURRENT LEVY FUNDING

\$13.1 million of our \$108 million FY 2019-20 Sheriff's Office budget comes from a levy approved by voters in November 2006 and renewed in November 2011 and November 2016.

The current 5-year Public Safety Levy will expire on December 31, 2021.

Levy cost: **24.80 cents** per \$1000 of assessed value, approximately **\$5.52** per month, or **\$66.22** per year, on a home with an assessed value of \$267,000 (the median assessed value of a home in Clackamas County).

The levy currently pays for:

- 84 jail beds in the Clackamas County Jail reducing the number of prisoners released early into the community
- 30 Sheriff's jail deputies
- 18 Sheriff's patrol deputies
- Sheriff's specialized drug enforcement team



Clackamas County Sheriff's Office

MEASURE 3-566 – PUBLIC SAFETY LEVY



The current Public Safety Levy, approved in 2016, will expire on December 31, 2021. If passed, proposed measure 3-566 would replace the expiring levy.

If passed, proposed measure 3-566 would cost \$0.368 per \$1000 of assessed property value. The monthly cost would be approximately \$8.19, and the yearly cost would be approximately \$98.26 on a home with an assessed value of \$267,000.



Clackamas County Sheriff's Office

MEASURE 3-566 – PUBLIC SAFETY LEVY



If passed, proposed measure 3-566 would:

- Maintain 84 jail beds in the Clackamas County Jail that were opened since the initial passage of the levy in 2006, in an effort to reduce the number of prisoners released early into the community;
- Provide funding to retain 30 current Sheriff's jail deputies;
- Open 26 mental health/medical jail beds by funding 6 additional Sheriff's jail deputies;
- Retain 18 current Sheriff's patrol deputies and add 16 Sheriff's patrol deputies responding to emergency calls for service and patrolling our roadways;



Clackamas County Sheriff's Office

MEASURE 3-566 – PUBLIC SAFETY LEVY



If passed, proposed measure 3-566 would:

- Continue the Sheriff's specialized drug enforcement team to arrest drug traffickers and those involved in drug-related crimes such as identity theft, property crimes, child abuse, and child neglect;
- Add 5 Sheriff's detectives to investigate elder abuse, elder neglect cases, child abuse, child neglect cases, human trafficking, and felony crimes against persons;
- Implement and maintain a body-worn camera program; and
- Add 2 internal affairs investigators.



Clackamas County Sheriff's Office

MEASURE 3-566 – PUBLIC SAFETY LEVY



If the proposed measure passes, the levy would be limited to a five-year fiscal period from 2022 through 2027.

Future proposed levies would not occur without voter approval.

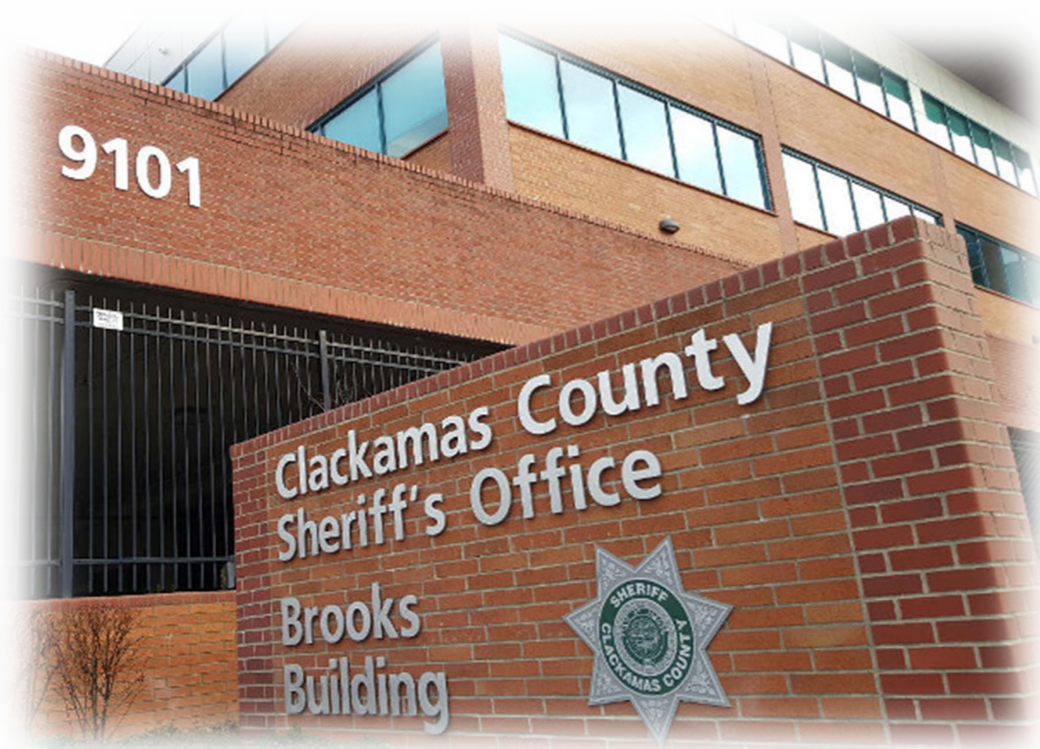
If passed, the money that would be raised by the proposed measure would be used exclusively for the law enforcement purposes stated in the Ballot Title.

If the proposed measure 3-566 does not pass, the proposed services would not be provided, and the tax rate would not change.





Clackamas County Sheriff's Office



CONTACT & FOLLOW US!

Office (503) 785-5000

Non-Emergency (503) 655-8211

Website clackamas.us/sheriff



@ClackCoSheriff



youtube.com/ClackamasSheriff



Metro



Metro Update

Spring 2021

What Metro does

- Metro's successful Parks and Nature bond measure will be used to purchase land, restore fish and wildlife habitat and complete trails through Metro's parks and nature system.
- Thank you, voters!



Oregon Zoo

- The Oregon Zoo features our 6-acre elephant lands habitat
- And soon we will open the new Polar Passage and welcome home Nora
- A national leader in condor conservation



Portland's 5 Centers for the Arts

- Arlene Schnitzer Concert Hall
- Keller Auditorium
- Newmark Theatre
- Brunish Theatre
- Winningstad Theatre



Expo & Convention Center

- Expo Center hosted Red Cross staging during the wildfires
- Oregon Convention Center was an emergency shelter for fire evacuees
- Both Expo and OCC hosted COVID-19 testing
- OCC now hosts COVID-19 vaccination



Garbage and recycling

- Recycling
- System Investments
- Food scraps



Long range planning

- UGB
- Transportation planning
- Working on limiting pollution from freeways



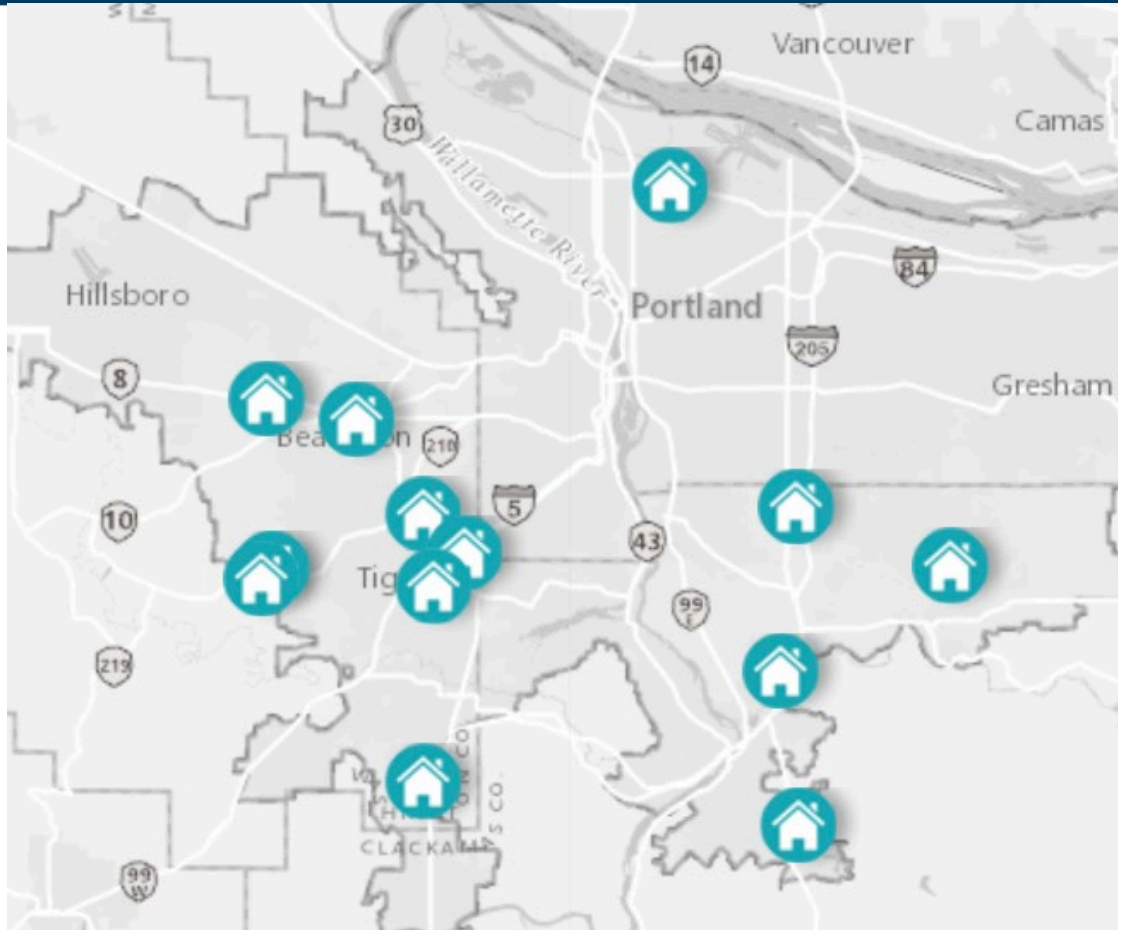
Economic development

- Investing in working families
- Support for vulnerable businesses
- Ensuring justice and dignity for workers
- Our economy will recover



Affordable Housing

- Delivering on the promises of the November 2018 housing bond
- 34% of resources committed
- 54% of goals met



Supportive Housing

- Our goal: Functionally end chronic homelessness in greater Portland by 2030



Parks and Nature

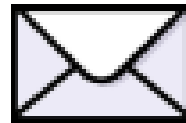
- Protecting more than 17,000 acres of open space around greater Portland
- Places we love like Canemah Bluff, Scouter's Mountain and Graham Oaks
- Newell Creek Canyon Nature Park opening soon



Your questions

Lynn Peterson
Metro Council President

Lynn.Peterson@oregonmetro.gov



www.oregonmetro.gov/connect



Arts and conference centers

Garbage and recycling

Land and transportation

Oregon Zoo

Parks and nature

[oregonmetro.gov](https://www.oregonmetro.gov)



**CITY COUNCIL MEETING
STAFF REPORT**

<p>Meeting Date: April 19, 2021</p>	<p>Subject: Resolution No. 2891 A Resolution of the City of Wilsonville Authorizing the City Manager to Extend a Professional Services Agreement with JayRay Ads & PR, Inc, for ‘Explore Wilsonville’ Tourism Promotion and Development and Destination Marketing Program.</p> <p>Staff Member: Zoe Monahan, Assistant to the City Manager</p> <p>Departments: Administration</p>
<p>Action Required</p> <p><input type="checkbox"/> Motion</p> <p><input type="checkbox"/> Public Hearing Date:</p> <p><input type="checkbox"/> Ordinance 1st Reading Date:</p> <p><input type="checkbox"/> Ordinance 2nd Reading Date:</p> <p><input checked="" type="checkbox"/> Resolution</p> <p>Information or Direction</p> <p><input type="checkbox"/> Information Only</p> <p><input type="checkbox"/> Council Direction</p> <p><input checked="" type="checkbox"/> Consent Agenda</p>	<p>Advisory Board/Commission Recommendation</p> <p><input type="checkbox"/> Approval</p> <p><input type="checkbox"/> Denial</p> <p><input type="checkbox"/> None Forwarded</p> <p><input checked="" type="checkbox"/> Not Applicable</p> <p>Comments:</p>
<p>Staff Recommendations: Staff recommends that City Council approve the consent agenda.</p>	
<p>Recommended Language for Motion: I move to approve the consent agenda.</p>	
<p>PROJECT / ISSUE RELATES TO:</p> <p><input checked="" type="checkbox"/> Council Goals/Priorities <input checked="" type="checkbox"/> Adopted Master Plan(s) <input type="checkbox"/> Not Applicable</p>	

ISSUE BEFORE COUNCIL:

City Council adoption of Resolution No. 2891 continues the professional services agreement with JayRay Ads & PR, Inc., for ‘Explore Wilsonville’ tourism promotion and development and destination marketing services for the period of July 1, 2021, through December 31, 2022.

EXECUTIVE SUMMARY:

The City Council adopted Resolution No. 2776 on December 16, 2019, authorizing the City to obtain professional tourism promotion services for the last half of FY 2019/20 and the subsequent FY 2020/21. The agreement was for \$300,000. Due to the Covid-19 pandemic, the City had to reduce the budget and scope for this contract. Over the past year, JayRay has provided excellent copy, website updates, pocket trip updates and updated our copyright free photo collection. We still have work to do to promote the opportunity to stay in Wilsonville and visit nearby destinations. The extended contact will be for the remaining \$120,000 of the contract previously awarded in 2019. JayRay will continue their work on a limited scope. In 2022, staff intends to bring a new contact to continue tourism promotion marketing services to the City Council. As the state opens up in the future, we will have more opportunities to promote our destination and expand the scope for our consultant.

BACKGROUND INFORMATION:

On August 20, 2019, the City published an RFP for ‘Explore Wilsonville’ Tourism Promotion and Development and Destination Marketing Services and received eight (8) qualified proposals by the deadline of September 30, 2019. Members of the Tourism Promotion Committee and staff acting as the Selection Review Committee reviewed all eight proposals on October 18, 2019, and selected four (4) finalists to interview. During the course of interviews that were conducted on November 13, 2019, one firm stood out as the consensus choice of the committee with the highest criteria evaluation: JayRay of Tacoma, Washington.

JayRay’s proposal and interview specifically addressed many of the Tourism Promotion Committee members’ issues of concern, including demonstrating a keen understanding of Wilsonville’s position in the shadow of a major market, a regional tourism marketing approach that positions Wilsonville as the ideal overnight lodging location for day trips to area attractions, and a strategic focus to develop new “packages” that encourage visitation during the slower shoulder-season months.

After the professional services agreement was signed in December 2019, the unexpected pandemic started in March 2020. The City Manager directed staff to reduce the scope and budget of the contract to the uncertainty of the covid-19 pandemic. Luckily, JayRay was willing to amend the contract (First Amendment dated June 4, 2020) to reflect a limited scope and budget for FY 20/21. Staff and the Tourism Promotion Committee has been extremely happy with JayRay’s social media content, web updates and enhanced pocket trips and would like to continue these marketing services and use the unused portion of the previously authorized contract amount.

EXPECTED RESULTS:

Adoption of the resolution advances the Council Wilsonville Tourism Development Strategy and provides the logistical support and expertise to advance current tourism promotion efforts for FY 2021/22.

TIMELINE:

Resolution No. 2891 advances a professional services agreement with JayRay Ads & PR, Inc., for ‘Explore Wilsonville’ tourism promotion and development and destination marketing services for the period of July 1, 2021 – December 31, 2022.

CURRENT YEAR BUDGET IMPACTS:

The Scope of Work in the Professional Services Agreement is in line with budgeted tourism promotion funds for FY 2021/22, and with those funds anticipated to be budgeted in FY 2020/21.

FINANCIAL REVIEW / COMMENT:

Reviewed by: CAR Date: 4/12/2021

LEGAL REVIEW / COMMENT:

Reviewed by: BAJ Date: 4/14/2021

COMMUNITY INVOLVEMENT PROCESS:

Development of the underlying Tourism Development Strategy had considerable public engagement during the 2013-14 timeframe that included participation by a large citizen task force and interviews/surveys with residents and tourism stakeholders. Subsequently, the Tourism Promotion Committee has overseen development of three annual business plans, adopted by Council, that have been advertised to the community. Members of the Tourism Promotion Committee represent a wide spectrum of community interests.

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

Potential benefits to the community included increased awareness of Wilsonville as a viable tourism destination, development of better visitor services and new revenues to local businesses and increased transient lodging tax collections for the City.

ALTERNATIVES:

N/A

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

A. Resolution No. 2891

1. Second Amendment to Professional Services Agreement with JayRay Ads & PR, Inc., for 'Explore Wilsonville' Tourism Promotion and Development and Destination Marketing Project

RESOLUTION NO. 2891

A RESOLUTION OF THE CITY OF WILSONVILLE AUTHORIZING THE CITY MANAGER TO EXTEND THE PROFESSIONAL SERVICES AGREEMENT WITH JAYRAY ADS & PR, INC, FOR ‘EXPLORE WILSONVILLE’ TOURISM PROMOTION AND DEVELOPMENT AND DESTINATION MARKETING PROGRAM.

WHEREAS, the City Council adopted on June 15, 2015, Resolution No. 2541 to establish the Tourism Promotion Committee that, among other duties, is to oversee the implementation of the *Wilsonville Tourism Development Strategy*; and

WHEREAS, after issuing a request for proposals, and upon the recommendation by the Tourism Promotion Committee and City staff, the City Council authorized the City Manager to execute a Professional Services Agreement with JayRay Ads & PR, Inc. by approving resolution 2758 on December 16, 2019, the purpose of said agreement being to promote and develop Wilsonville as a tourist destination; and

WHEREAS, the COVID-19 Pandemic necessitated a first amendment dated June 4, 2020 to modify the Scope of Work and reduce the budget;

WHEREAS, the City wishes to extend the time for performance of the agreement with JayRay Ads & PR, Inc. for the yet unused not to exceed Total Compensation Agreement, up to \$120,000, with performance to be completed by December 31, 2022;

NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

1. The City Manager is authorized to execute a Second Amendment to the Professional Services Agreement with JayRay Ads & PR, Inc. (“Second Amendment”), for the purpose of extending the time for performance from July 1, 2021, through December 31, 2022 with contract payments not to exceed the remaining balance of the originally approved Total Compensation amount of \$300,000.00. The Second Amendment attached hereto as Exhibit 1.
2. This Resolution becomes effective upon adoption.

ADOPTED by the Wilsonville City Council at a regular meeting thereof this 19th day of April 2021, and filed with the Wilsonville City Recorder this date.

Julie Fitzgerald, Mayor

ATTEST:

Kimberly Veliz, City Recorder

SUMMARY OF VOTES:

Mayor Fitzgerald

Council President Akervall

Councilor Lehan

Councilor West

Councilor Linville

Exhibit:

1. Second Amendment to Professional Services Agreement with JayRay Ads & PR, Inc., for 'Explore Wilsonville' Tourism Promotion and Development and Destination Marketing Project

**CITY OF WILSONVILLE
SECOND AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT**

Tourism Promotion and Destination Marketing Project

This Second Amendment to Professional Services Agreement (“Second Amendment”) is effective the _____ day of _____ 2021 (“Effective Date”), by and between the **City of Wilsonville**, a municipal corporation of the State of Oregon (“City”), and **JayRay Ads & PR, Inc.**, a Washington corporation (“Consultant”), upon the terms and conditions set forth below.

RECITALS

WHEREAS, the City entered into a Professional Services Agreement (“Agreement”) with Consultant on December 27, 2019, relating to the Tourism Promotion and Destination Marketing Project (“Project”); and

WHEREAS, the City entered into a First Amendment to Professional Services Agreement (“First Amendment”) with Consultant on June 4, 2020 which clarified the scope of the Agreement as a result of the COVID-19 Coronavirus Pandemic; and

WHEREAS, the parties acknowledge that the COVID-19 coronavirus pandemic requires a reassessment of tourism promotion activities; and

WHEREAS, because of the COVID-19 Coronavirus Pandemic, the City and Consultant agree that additional time is needed to complete the Services stated in the Agreement and to modify the remaining Services to be performed; and

WHEREAS, Consultant represents that Consultant is qualified to perform the Modified Services described herein on the basis of specialized experience and technical expertise; and

WHEREAS, Consultant is prepared to provide such Modified Services for the original Total Compensation amount, as the City does hereinafter require;

NOW, THEREFORE, in consideration of these mutual promises and the terms and conditions set forth herein, the parties agree as follows:

AGREEMENT

The Agreement is amended as follows:

Section 1. Term

The term of the Agreement is hereby extended to December 31, 2022.

Section 2. Modification of Services

Consultant will perform the Modified Services, as more particularly described in **Exhibit A** attached hereto and incorporated by reference herein, pursuant to all original terms of the Agreement. The

Total Compensation amount shall not exceed Three Hundred Thousand Dollars (\$300,000), as originally set forth in the Agreement as approved by City Council.

Section 3. All Other Terms

All of the other terms and conditions of the Agreement shall remain in full force and effect, as therein written. Unless otherwise defined herein, the defined terms of the Agreement shall apply to this Second Amendment. This Second Amendment supersedes and replaces the First Amendment dated June 4, 2020.

The Consultant and the City hereby agree to all provisions of this Second Amendment.

CONSULTANT:

JAYRAY ADS & PR, INC.

By: _____

Print Name: _____

As Its: _____

Employer I.D. No. _____

CITY:

CITY OF WILSONVILLE

By: _____

Print Name: _____

As Its: _____

APPROVED AS TO FORM:

Barbara A. Jacobson, City Attorney
City of Wilsonville, Oregon

Explore Wilsonville Scope of Work & Budget Detail

TOURISM PROMOTION AND DEVELOPMENT AND DESTINATION MARKETING SERVICES

FY 2021-22: July 1, 2021-June 30, 2022

December 10, 2020

BUDGET: \$100,000

FY 2021-2022: July 1, 2021-June 30, 2022

MARKETING SERVICES: \$23,000

FY 2021-2022

Deliverables	Budget
Develop 2021-2022 high-level marketing plan for Tourism Promotion and Development and Destination Marketing Plan (includes media buy plan for digital campaign placements)	\$2,000
Art and creative direction, including conceptualing	\$2,370
Ad design, production and copy writing	\$7,630
Digital advertising allowance and social media boosted posts to reach target markets and grow followers (\$11,000)	\$11,000
Reporting* of marketing KPIs *cost included in Management Services	
SUBTOTAL	\$ 23,000

WEBSITE SERVICES: \$9,665

FY 2021-2022

Deliverables	Budget
Annual maintenance including software/paid plug-in renewals, website hosting, domain renewal, SSL certificate renewals, security/hack alert scanning, and a technical support plan (necessary theme and plug-in updates, daily cloud backups, 24/7 uptime monitoring and website restored when down within an hour)	\$4,440
<i>Includes domain name & SSL Certificate renewals include: ExploreWilsonville.com</i>	
Provide ongoing content maintenance and content/calendar/photography updates to site	\$5,225
Reporting* of website traffic and related KPIs *cost included in Management Services	
SUBTOTAL	\$9,665

SOCIAL MEDIA SERVICES: \$22,965

FY 2021-2022

Deliverables	Budget
Update social media strategy and editorial calendar across Instagram, Facebook and Pinterest.	\$1,510
Write and produce social content (copy and images) 3-4 times per week for three social media channels following approved social media strategy and editorial calendar	\$14,980
Community management and engagement (schedule and post content on three channels, find photos from followers to post, and grow followers)	\$6,475
Reporting* of social media KPIs *cost included in Management Services	
SUBTOTAL	\$22,965

FY 2021-2022: July 1, 2021-June 30, 2022

Page 2

PUBLIC RELATIONS SERVICES: \$20,070**FY 2021-2022**

Deliverables	Budget
Software subscription to robust Cision Media Database (\$1,000 annually) to provide monthly monitoring, media contact lists, distribution and reporting	\$1,000
Media story pitching following FY21-22 editorial calendar (2 stories per quarter, 8 total), highlighting local businesses and basecamp messaging	\$9,250
Develop media lists for approved stories, conduct targeted PR outreach and provide ongoing media follow-up	\$2,220
Micro influencer/travel blogger campaign (bring 4 IG influencers with travel blogs, each tasked to promote a different Wilsonville Pocket Trip, 1 per quarter). Includes influencer selection, contracts, itinerary building and hosting.	\$6,100
Media hosting allowance for FAMS and approved media visits	\$1,500
Reporting* of public relations KPIs *cost included in Management Services	
SUBTOTAL	\$20,070

MANAGEMENT SERVICES: \$18,190**FY 2021-2022**

Deliverables	Budget
Management of the overall tourism-promotion and destination marketing program (includes accounting for itemized expenses, 1 call per month with client)	\$6,400
STR hotel report data, annual subscription renewal for Wilsonville for FY 2022-23	\$2,200
Renew memberships to Travel Portland and Oregon Destination Association FY 2022-23	\$890
Provide quarterly report of key performance indicators (KPIs) and STR report, in addition to a combined report of contracted services including website, marketing/advertising, social media, PR and visitor fulfillment. Reports will also include a high-level dashboard to track progress against annual goals and previous year's results.	\$4,700
Attend Tourism Promotion Committee virtual meeting with TPC (4 total, 1 per quarter)	\$4,000
SUBTOTAL	\$18,190

TOURISM DEVELOPMENT SERVICES: \$1,910**FY 2021-2022**

Deliverables	Budget
Create and strengthen partnerships and relationships with leading DMOs and Wilsonville businesses on the creation of travel and tourism packages. Add packages to website and promote on social media.	\$1,910
SUBTOTAL	\$1,910

TOTAL	\$95,800
CONTINGENCY ALLOWANCE	\$4,200
TOTAL BUDGET	\$100,000

FY 2021-2022: July 1, 2021-June 30, 2022

Page 3

BILLABLE RATES

Additional work performed outside this scope of work will be billed at a blended rate of \$175 per hour.

JayRay Hourly Rate Schedule by Service

Production Design: \$150 | Creative Direction/Graphic Design (Designer): \$175

Web Design/Development: \$150 | Project Management: \$175

Copywriting (social media, marketing, PR): \$175 | Strategy: \$200

Videography: \$165 or \$1,500 day rate | Photography: \$150

ROUNDS OF REVISION

All work includes one round of major revision, or two rounds of minor revisions to stay within budgeted hours.

ADDITIONAL EXPENSES

If appropriate, other expenses are billed at the current U.S. General Services Administration Per Diem Rates for Oregon or other appropriate location for Lodging and Meals & Incidentals.

**CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES**

A regular meeting of the Wilsonville City Council was held at the Wilsonville City Hall beginning at 7:00 p.m. on Monday, April 5, 2021. Mayor Fitzgerald called the meeting to order at 7:27 p.m., followed by roll call and the Pledge of Allegiance.

The following City Council members were present:

- Mayor Fitzgerald
- Council President Akervall
- Councilor Lehan
- Councilor West
- Councilor Linville

Staff present included:

- Bryan Cosgrove, City Manager
- Jeanna Troha, Assistant City Manager
- Barbara Jacobson, City Attorney
- Kimberly Veliz, City Recorder
- Cindy Luxhoj, Associate Planner
- Beth Wolf, Systems Analyst
- Zoe Monahan, Assistant to the City Manager
- Andy Stone, IT Director
- Dan Pauly, Planning Manager

Motion to approve the order of the agenda.

Motion: Councilor Lehan moved to approve the order of the agenda. Councilor Linville seconded the motion.

Vote: Motion carried 5-0.

SUMMARY OF VOTES

Mayor Fitzgerald	Yes
Council President Akervall	Yes
Councilor Lehan	Yes
Councilor West	Yes
Councilor Linville	Yes

MAYOR’S BUSINESS

A. Upcoming Meetings

Mayor Fitzgerald announced the next City Council meeting is scheduled for Monday, April 19, 2021.

CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES

B. Volunteer Appreciation Month Proclamation

Mayor Fitzgerald shared a PowerPoint, which has been added to the record. The Mayor reminded that volunteers lend an invaluable helping hand, supporting the City in a number of capacities. The Mayor detailed that boards and task forces are comprised entirely of volunteers, who have adapted over the last year or so and met via Zoom.

The Mayor stated the City is pleased to start welcoming back volunteers and excited for the upcoming WERK week event. In addition, when it is safe to fully reopen City facilities again to volunteers, Council and staff look forward to welcoming back the many other volunteers.

The Mayor then read a proclamation declaring the month of April as Volunteer Appreciation Month in Wilsonville.

C. 23rd Consecutive Tree City USA Designation and Arbor Day Proclamation

Cindy Luxhoj, Associate Planner provided the staff report and Winter Storm Response Team update.

Ms. Luxhoj announced the City of Wilsonville had been recognized for the 23rd consecutive year as a Tree City USA (TCUSA) and for the 3rd year as a Sterling TCUSA, and has received its 11th Growth Award as designated by the National Arbor Day Foundation.

She explained the 23rd consecutive TCUSA recognition reflects Wilsonville's continued commitment to maintaining and promoting its urban forest. While, the Growth Award recognizes the City's: focused street tree inventory and community engagement activities as part of the Urban Forest Management Plan; revitalization of the City's Heritage Tree Program; and its new sole source contract and neighborhood tree planting event with Friends of Trees.

Council was provided a brief update on the status of the City's response to the ice storm, which had devastating and widespread impacts on the urban forest. Ms. Luxhoj shared a Winter Storm Response Team, which included Planning, Natural Resources, Public Works and Parks & Recreation staff was assembled to coordinate the City's response and a plan for replanting trees.

Mayor Fitzgerald then read the 2021 Arbor Day proclamation into the record.

In closing, of the Mayor's Business portion of the agenda the Mayor announced regional meetings she attended on behalf of the City.

The Mayor reported according to the State of Oregon, more than 1.2 million people have been vaccinated in the state. She then thanked personnel at pharmacies and other locations whom administer vaccines and all who support the process.

CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES

Mayor Fitzgerald announced that vaccination events operated by TVF&R were held on Wednesdays at the Wilsonville Clackamas Community College campus. Last month 5,405 people were vaccinated at the site and it is anticipated this number would be exceeded in April.

The Mayor shared a group of Wilsonville residents are working on ways to increase the vaccination rates for Black, Indigenous and people of color. The group is working on messaging and outreach, along with Clackamas County Health Department to ease the process and increase the rate of protecting all from the COVID-19 virus. The Mayor reminded the sooner everyone is vaccinated, the sooner we can have the level of activity in schools, businesses, families, neighborhoods and recreation opportunities that everyone needs and wants.

COMMUNICATIONS

A. 2021 Oregon Urban & Community Forestry Award

Morgan Holen, member of the board of directors Oregon Community Trees (OCT) introduced herself to Council. Ms. Holen explained OCT is a non-profit organization that serves as the State's Urban and Community Forestry Advisory Council, which works closely with the Oregon Department of Forestry's (ODF) Urban Forest program. OCT's mission is to promote healthy urban and community forests through leadership education awareness and advocacy all across the state.

Ms. Holen described that for 20 years, OCT and the ODF have recognized individuals and organizations who do the often-unsung work of improving communities through their community forestry efforts. Award recipients are nominated by Oregonians eager to recognize the important contributions of their neighbors and colleagues to urban trees and forests. Ms. Holen shared the 2021 Oregon Urban and Community Forestry awards are being presented to inspirational individuals and organizations for promoting tree planting, tree care, engaging citizens, raising awareness about urban trees and forests, and protecting Oregon's forest.

On behalf of OCT and ODF Ms. Holen announced the 2021 Oregon Urban and Community Forestry award for outstanding leadership in promoting urban and community forestry award recipient was Councilor Lehan. Ms. Holen shared a list of Councilor Lehan's many accomplishments over the years.

Councilor Lehan then accepted her award.

B. TVF&R State of the District

Tualatin Valley Fire & Rescue (TVF&R) Chief Deric Weiss delivered the State of the District. Chief Weiss provided an update to Council, which summarized the agency's adaptations to provide services throughout the pandemic and wildfires. The Chief gave an update on TVF&R's vaccinations events. The Chief also detailed projects to be included in a bond measure for the November 2021 ballot.

The PowerPoint has been added to the record.

**CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES**

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS

This is an opportunity for visitors to address the City Council on items not on the agenda. It is also the time to address items that are on the agenda but not scheduled for a public hearing. Staff and the City Council will make every effort to respond to questions raised during citizens input before tonight's meeting ends or as quickly as possible thereafter. Please limit your comments to three minutes.

There was no public input.

COUNCILOR COMMENTS

A. Council President Akervall

Reported she attended Senator Wyden's Clackamas County Town Hall and the League of Oregon Cities weekly meeting.

Ms. Akervall shared she planned to attend the West Side Economic Alliance April 12, 2021 meeting.

She also, mentioned Library's services, which include book bundles and the library of things. Ms. Akervall encouraged the audience to check out these free resources.

Lastly, she shared the Parks & Recreation Department is hosting a Spring Fling program, which includes a trillium drive-through event on April 8, 2021 from 4:00 p.m. to 6:00 p.m.

B. Councilor Lehan

Ms. Lehan reminded the audience of another service of the Library the Dolly Parton Imagination Library. Ms. Lehan explained the program mails free books to children from birth to five years of age every month.

Shared 2017 Wilsonville High School graduate Zach Reichle played in the March Madness tournament along with his Oregon State University (OSU) teammates. Ms. Lehan explained that Zach was a key player for OSU. Furthermore, she thought Zach should be invited to a future meeting so that Council could recognize him.

Ms. Lehan announced Wilsonville and West Linn football teams, which are in different leagues both, have a 5-0 record. Councilor Lehan reminded that those that lived in Wilsonville and graduated high school before 1995 were West Linn alumni.

C. Councilor West

Mr. West restated that the Wilsonville football program was 5-0. He broadcasted the varsity's last game of the season was against Barlow. Furthermore, his son Jay whom is a freshman was called up to be a varsity player at the last game and scored a touchdown. In addition, the junior varsity squad went undefeated with their last game against Canby.

**CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES**

Mr. West gave kudos to the West Linn – Wilsonville School Board members for advocating and petitioning along with parents in the community to figure out a safe and great way for families to be able to attend games.

Announced he attended the Wilsonville-Metro Community Enhancement Committee meeting along with Councilor Linville and plans to attend the Clackamas County Coordinating Committee (C4) Subcommittee later this month.

D. Councilor Linville

Ms. Linville also attended the C4 Metro Subcommittee last month, which she serves as the City’s representative. Ms. Linville explained the C4 Metro Subcommittee provides recommendations to the Joint Policy Advisory Committee on Transportation (JPACT) and the Transportation Policy Alternatives Committee (TPAC) Ms. Linville informed she would attend the next meeting, which was scheduled for April 14, 2021.

Retold the Parks & Recreation Spring Fling program included a month-long list of events. She then encouraged the audience to review the event calendar. Ms. Linville shared that on the last day of the month of April there would be a goat-petting event at Memorial Park at 10:00 a.m.

Ms. Linville mentioned in the Charbonneau Villager the president of the Charbonneau Country Club gave kudos to City Manager Cosgrove, Councilor Lehan and herself for the assistance the City provided to Charbonneau during the ice storm.

CONSENT AGENDA

Ms. Jacobson read the titles of the consent agenda items into the record.

A. **Resolution No. 2887**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Construction Contract With Braun Construction For The Old Farm Road Phase I Project (Capital Improvement Project #1500/2500/4500/7500).

B. Minutes of the March 15, 2021 City Council meeting.

Motion: Councilor West moved to approve the consent agenda as read. Councilor Linville seconded the motion.

Vote: Motion carried 5-0.

SUMMARY OF VOTES

Mayor Fitzgerald	Yes
Council President Akervall	Yes
Councilor Lehan	Yes
Councilor West	Yes
Councilor Linville	Yes

**CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES**

NEW BUSINESS

A. **Resolution No. 2888**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Contract With Angelo Planning Group, Inc. For Frog Pond East And South Master Planning.

Ms. Jacobson read the title of Resolution No. 2888 into the record.

Dan Pauly, Planning Manager shared a PowerPoint to update Council on Frog Pond East and South. The PowerPoint has been added to the record.

Mr. Pauly explained much of the approach for Frog Pond East and South is similar to the Frog Pond West Master Plan that was adopted in 2017. Which in turn built on the Frog Pond Area Plan that was adopted for all three neighborhoods in 2015. Mr. Pauly informed the following would be carried forward from the Frog Pond West neighborhood plan:

- defining sub districts;
- community elements like parks and streets; and
- approach to infrastructure financing through supplemental fees.

Mr. Pauly described the area plan envisioned a broader mix of housing and a neighborhood commercial center in Frog Pond East and South. Frog Pond West was primarily single-family residential which is a notable difference between the two master plan processes.

Mr. Pauly updated Council on the additional context and requirements for the project that needed to be addressed that were different from those for Frog Pond West.

Council questions followed the presentation.

Motion: Councilor Akervall moved to approve Resolution No. 2888. Councilor Lehan seconded the motion.

Vote: Motion carried 5-0.

SUMMARY OF VOTES

Mayor Fitzgerald	Yes
Council President Akervall	Yes
Councilor Lehan	Yes
Councilor West	Yes
Councilor Linville	Yes

CONTINUING BUSINESS

A. None.

**CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES**

PUBLIC HEARING

- A. **Ordinance Nos. 847 & 848** – *Request for continuance to a date certain of April 19, 2021 Comprehensive Plan Amendment and Zone Map Amendment for Canyon Creek Subdivision*

It was noted that there was no member of the public present for the public hearing.

Motion: Councilor Lehan moved Council to continue to April 19, 2021 Ordinance Nos. 847 and 848. Councilor West seconded the motion.

City Attorney Jacobson summarized these items were continued from Development Review Board (DRB) because several questions were raised. Staff felt more time was needed to adequately address the questions. The requested continuances allows staff, neighbors and the developer more time to work together to organize their questions and concerns. There would be a DRB hearing and then depending on the outcome this item could be appealed to Council by the citizens, the developer or by no one.

The City Attorney reminded Council if they exchange text messages and/or emails that have not hit the City’s server a copy of those communications need to be submitted as part of the official record. Staff informed the standard response Councilors should give when questioned about a land use application is to say they cannot comment or engage because they may have to sit in a judicial fashion. Council can always refer citizens to staff whom can answer questions about process, criteria, and findings.

Staff reminded Council if they do visit a site they must announce the visit during the public hearing. It was noted that Council could investigate or look at the site and then contact staff with concerns, or issues. Staff would then address these issues in the staff report.

Staff recapped it is okay for Council to familiarize themselves with the site but recommended that Council not accept an invitation to be shown the site by neighbors. The best practice would be for Council to treat this item like an ex parte contact even though it is not something that is definitely going to come to Council. If the item does come before Council then those that had contact would have to announce the contact. Furthermore, the Councilor would need to announce whether or not the contact influenced them in anyway. If it did then that Councilor would have to recuse themselves or somebody could challenge that Councilors ability to be unbiased.

Vote: Motion carried 5-0.

SUMMARY OF VOTES

Mayor Fitzgerald	Yes
Council President Akervall	Yes
Councilor Lehan	Yes
Councilor West	Yes
Councilor Linville	Yes

CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES

CITY MANAGER’S BUSINESS

Councilors confirmed their availability for the May 14 and 15 Council Goal Setting.

Informed Council of staff’s FEMA meeting about reimbursement for the ice storm event. City Manager Cosgrove shared staff received positive initial feedback on the City’s application especially the level of documentation gathered. Mr. Cosgrove reported the City’s costs all together for the ice storm event is around seven hundred thousand dollars. Mr. Cosgrove informed the City hopes to get much of the money spent back.

Mr. Cosgrove shared the newspaper reported the City would receive around five million dollars in American Rescue Plan Act (ARPA) funding with the COVID relief package passed by congress. Furthermore, there has been lots of interest in how the City will utilize those funds. Mr. Cosgrove informed he has queued up a conversation with the Executive Team to bring back some ideas and recommendations to Council in the near future. He also, acknowledged the Chamber of Commerce sent out a blast email asking folks to lobby the City to use some of the funds received for business recovery.

Lastly, Mr. Cosgrove believes that OSU basketball player Zach Reichle might be the most successful Wilsonville High School player to go through the school’s program. Mr. Cosgrove would reach out to the high school coach to get the contact information for Mr. Reichle’s family. Then possibly, the Mayor could sign a proclamation declaring Zach Reichle day or something similar to congratulate him.

Mr. Cosgrove congratulated Councilor Lehan on her well-deserved award for her work on the trees. He then commended Councilor Akervall for joining the meeting using the Safe Routes to School (SRTS) virtual background.

Recalled Public Works completed a hot wash of the ice storm event, which was followed up with another hot wash by the Incident Command (IC) team. It was reported once all the information was gathered staff would present the findings to Council.

LEGAL BUSINESS

No Report.

ADJOURN

Mayor Fitzgerald adjourned the meeting at 9:22 p.m.

**CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES**

Respectfully submitted,

Kimberly Veliz, City Recorder

ATTEST:

Julie Fitzgerald, Mayor

DRAFT



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: April 19, 2021	Subject: Resolution No. 2890 Authorizing City Staff to proceed with the recommended design of the Boeckman Dip project. Staff Member: Dominique Huffman, PE, Civil Engineer & Nancy Kraushaar, PE, Civil Engineer Department: Community Development	
Action Required	Advisory Board/Commission Recommendation	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda	<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable Comments: N/A	
Staff Recommendation: Staff recommends Council adopt Resolution No. 2890.		
Recommended Language for Motion: I move to approve Resolution No. 2890.		
Project / Issue Relates To:		
<input checked="" type="checkbox"/> Council Goals/Priorities: Expand and Maintain High Quality Infrastructure	<input checked="" type="checkbox"/> Adopted Master Plan(s): Transportation System Plan Project UU-01	<input type="checkbox"/> Not Applicable

ISSUE BEFORE COUNCIL:

Staff will update Council on the Boeckman Dip Bridge Project work, provide a design alternative recommendation, and request Council authorization to proceed with design of recommended alternative.

EXECUTIVE SUMMARY:

Background:

The City of Wilsonville has explored alternatives and established a range of costs associated with widening and improving the steep slopes of Boeckman Road between Canyon Creek Road and Stafford Road. The project is prioritized in the Wilsonville Transportation System Plan (TSP) as Project UU-01 and will provide safe bicycle and pedestrian facilities that connect residential neighborhoods, jobs, schools, and commercial land uses. The alignment will improve sight distances through the area, particularly at the Canyon Creek Road intersection, which will be signalized once the Boeckman Dip project is complete. The project will also provide space under Boeckman Road for wildlife passage and the Boeckman Creek Trail, another TSP project (Projects RT 01A, 01B, and 07).

The scope of the Boeckman Dip project has been refined over time and the City utilized professional engineering services to complete detailed studies for project alternatives and impacts. For additional information about the project background and work completed to date see **Attachment 1**.

Update:

Staff last came to council for the Boeckman Dip project in April 2020 to discuss alternative delivery methods, fish passage, environmental permitting assumptions and the hydraulic/hydrologic study.

Since the last council meeting, staff met with environmental permitting agencies and completed additional environmental assessment to further inform the bridge alternative analysis and to study a new embankment alternative. A summary of the work since completed and Staff's recommendation is detailed below.

The "**Boeckman Dip Alternative Analysis Memorandum – Embankment**" completed by DOWL in 2020/2021 explores an embankment alternative for two construction staging options, full road closure and on-site detour. The memo additionally evaluates environmental permitting fish passage requirements for both the bridge and embankment alternatives.

The analysis determined that all proposed project alternatives will trigger fish passage requirements and all project alternatives now result in replacement of the existing culvert and flow control structure with a fish passable culvert or removal of the culvert completely and re-establishment of the creek bed. With the removal of the flow control structure, staff has initiated the Hydraulic and Hydrologic Study to better understand the potential impacts and mitigation options for altering the flow of Boeckman Creek.

The "**December 2019 Boeckman Dip Bridge Alternative Analysis Memorandum – Addendum #1**" completed by DOWL in 2020/2021 updates the bridge alternative analysis to account for fish passage requirements and revises the environmental permitting assumptions consistent with the embankment alternative study.

In February 2021, DOWL completed the “**Boeckman Dip Studies – Comprehensive Executive Summary**” document, found in **Attachment 2**, to provide one document that sums up the technical memoranda completed for the project over the past two years and applies the latest design assumptions. Two main alternatives to raise the roadway and cross Boeckman Creek are summarized in the comprehensive executive summary and include:

- 1) a bridge structure, and
- 2) an embankment.

For both alternatives, two options are considered for managing traffic on Boeckman Road during construction and include:

- a) fully closing Boeckman Road during construction and establishing a designated detour route, or
- b) establishing a temporary on-site detour (a temporary road), constructed adjacent to the existing roadway (a full road closure is required for certain construction activities).

The **Boeckman Dip Studies – Comprehensive Executive Summary** outlines each alternative based on key considerations including cost, construction duration, closure duration, right of way acquisition, tree removal, and the level of environmental risk.

Staff carefully evaluated all options presented in the technical memoranda based on the considerations listed above, as well as how each alternative could best achieve City/project goals. Below is a summary of the key considerations

Embankment Alternative – This alternative raises the roadway with fill and replaces the existing culvert with a new fish passable culvert. Additional culverts (tunnels) are included for the regional trail and wildlife passage.

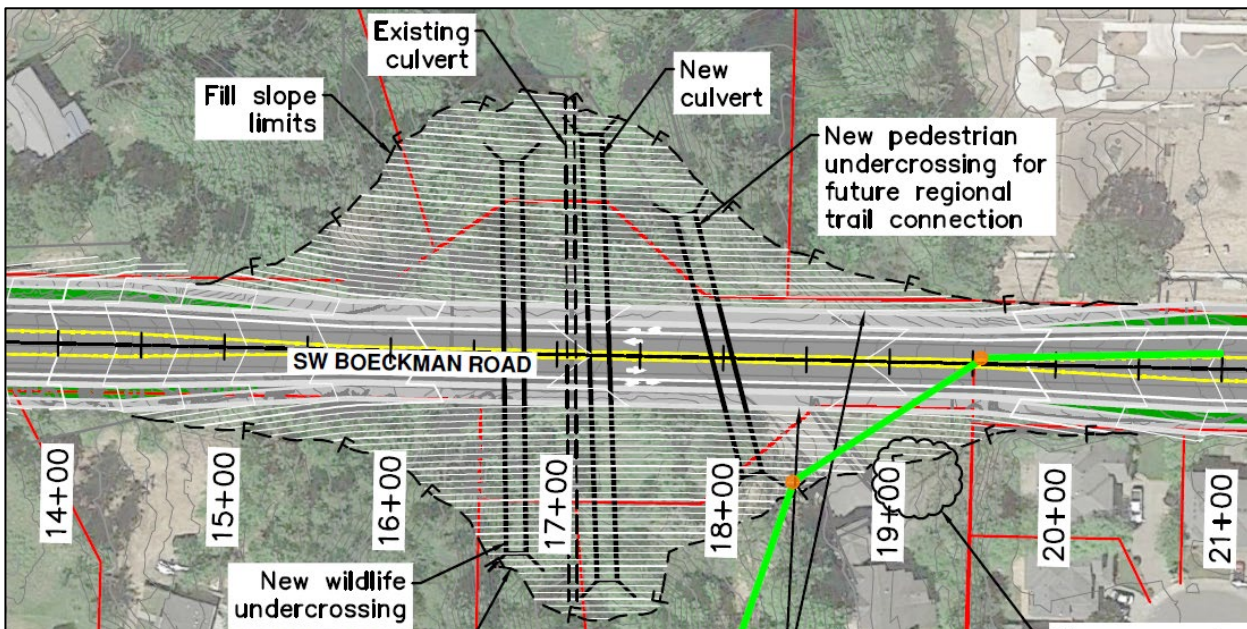


Figure 1: preliminary design of the embankment alternative, including culvert and tunnels

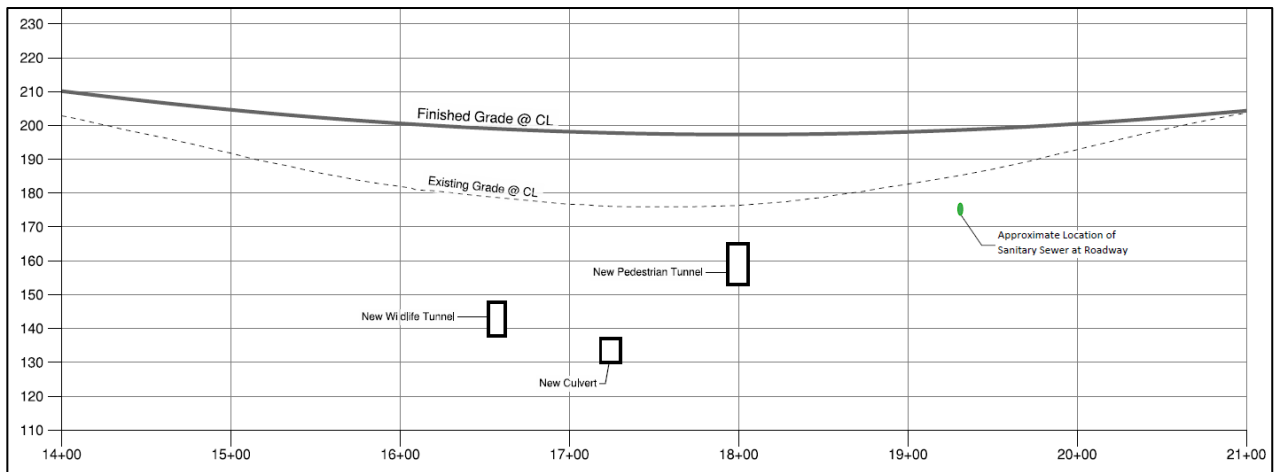


Figure 2: profile of the road and approximate locations of the culvert and tunnels

Key findings from the embankment analysis include:

- Larger footprint requiring more right of way and more tree removal
- 180 foot long trail tunnel (12 foot by 12 foot) that does not currently include safety features or other enhancements such as lighting or ventilation.
- 240 foot long wildlife tunnel that, other than minimally raising the height of, cannot be reasonably improved.
- Inadequate access path for Public Works and Parks who will be maintaining the trail, culvert, sanitary sewer line, storm sewer, and tunnels.
- High risk environmental permitting that may require a wider creek culvert or other modifications like daylighting to provide adequate fish passage. These alterations would increase the estimated cost.
- Longer construction duration, 20 months.
- Lower cost however any modifications to improve safety or user experience would increase the cost and construction duration of this alternative.

Bridge Alternative - This alternative removes the existing culvert and flow control structure and spans the re-established creek with a bridge that is approximately 340 feet long.

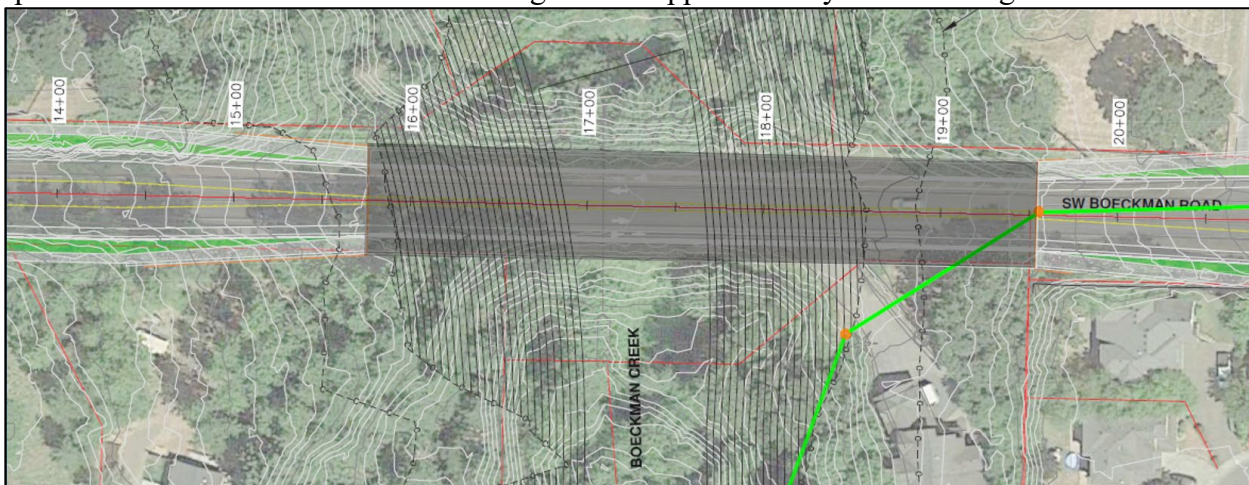


Figure 3: preliminary design of the bridge alternative

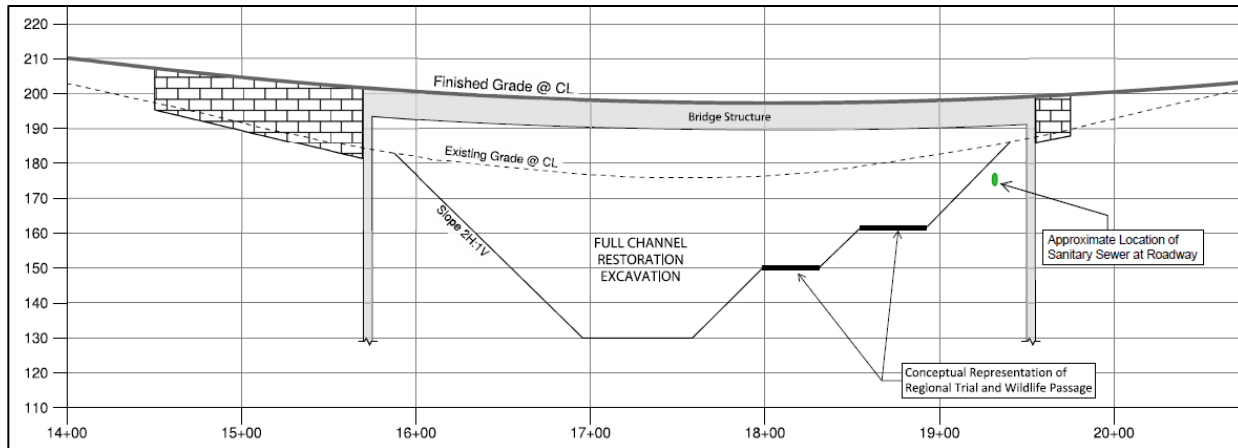


Figure 4: profile of the road and conceptual representation of the creek, regional trail and wildlife path

Key findings from bridge analysis include:

- Smallest footprint and the least impact to neighboring properties. Additionally, the fewest number of trees will need to be removed to construct this alternative.
- Provides the safest and most user friendly options for pedestrian and wildlife passage by opening up the space between the road and the creek.
- Provides access for Public Works and Parks departments to sufficiently maintain the trail, sanitary sewer line, storm sewer and creek.
- Allows the creek bed to be re-established.
- Preferred design by environmental permitting agencies and has the lowest risk for obtaining the permits necessary to construct needed improvements over the creek.
- Shortest construction duration, 15 months.

On-Site Detour - Regardless of the design alternative, Boeckman Road must be closed for some duration of time to construct transitions between the existing roadway and the new roadway. Alternatives for managing traffic during construction were assessed to determine how long the road would need to be closed if an on-site detour was constructed 60 feet to the north of the existing road for both the bridge and embankment alternatives (a previous evaluation determined a southern detour was not viable and staged construction was not recommended due to increased cost). Based on the preliminary construction staging design, both the bridge and embankment alternatives on-site detour have a similar footprint and associated impacts. The temporary road includes a narrow road with one lane of traffic in each direction and one pedestrian path. The temporary road would require the existing culvert to be extended and a temporary retaining wall and with fill material placed to build the temporary detour.

A preliminary design of a northern on-site detour is shown below. Also shown is “North On-site Detour Section A-A” and photo of temporary road detour impact area.

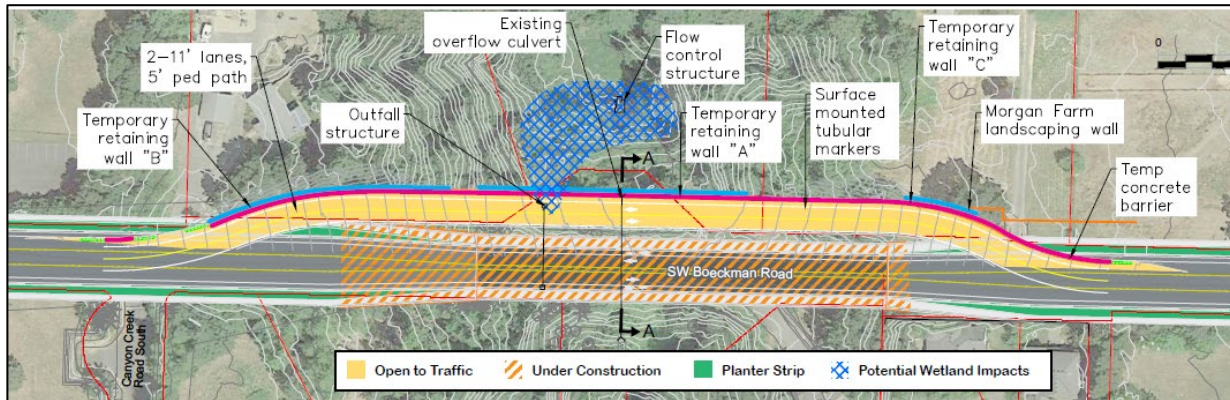


Figure 5: Preliminary design of northern on-site detour, shown with the bridge alternative:

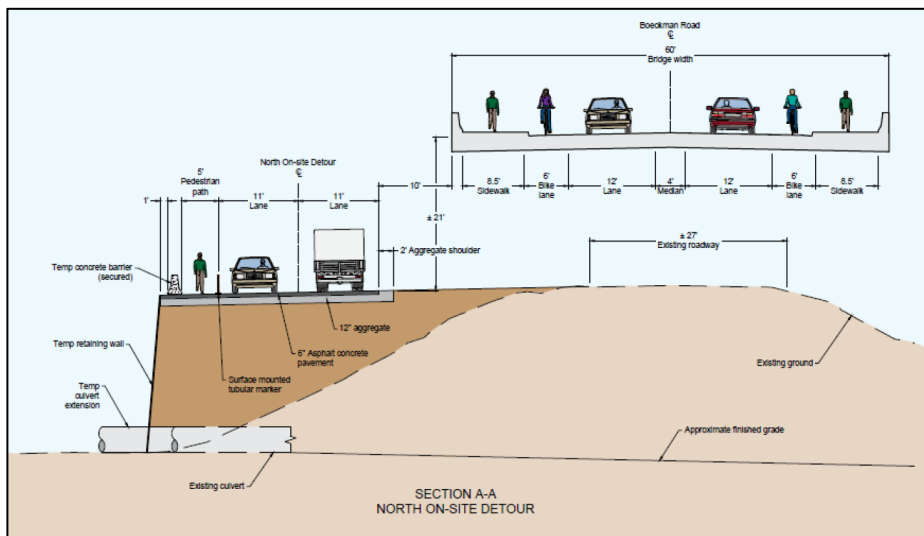


Figure 6: Cross section of on-site detour looking east



Photo 1: On-Site Detour Area

Key findings from the on-site detour analysis include:

- Safety concerns placing the live traffic on a temporary road next to the active construction area.
- Speed reduced to 25mph (currently 40mph) for the on-site detour.
- The on-site detour adds almost a year to the construction duration.
- Full road closure is still required for portions of the work.
- More right of way acquisition is required and many more trees would be removed including a number of well-established Oregon White Oaks, Douglas Firs and Big Leaf Maples
- High environmental risk due to extending the existing culvert to accommodate the extra fill and retaining wall needed to hold the temporary road. The assumption that the existing culvert can be extended would be verified during design and future coordination with environmental permitting agencies. If permitting agencies determine additional mitigation is required (i.e. wetland) or if a different creek crossing method is required (i.e. temporary bridge structure) significant cost could be added to this alternative, roughly estimated at \$2 million.
- The on-site detour sub-alternatives do not provide a long term benefit to the City.

Alternatives Summary:

Alternative		Cost	Construction Duration	Closure Duration	ROW Acquisition	Environmental Risk
Bridge	On-Site Detour	\$22.8M	24 months	5 months	41,300 sq. ft.	MEDIUM HIGH
	Road Closure	\$20.7M	15 months	15 months	22,500 sq. ft.	LOW
Embankment	On-Site Detour	\$18.8M	33 months	15 months	56,700 sq. ft.	HIGH
	Road Closure	\$16.9M	20 months	20 months	33,500 sq. ft.	MEDIUM

Recommendation:

After thorough and exhaustive analysis of the many alternatives, Staff recommends the bridge structure to raise the roadway across Boeckman Creek with a full-road closure. This option limits impacts, balances the safety and convenience of the community as a whole and provides the best scenario for obtaining state agency environmental permits that are necessary to cross the creek. The cost for the project is currently estimated at \$20.7 million.

Staff does not recommend proceeding any further with the design of the embankment alternative. It was beneficial to assess the embankment alternative to determine if it was a viable less costly option. However, upon evaluation this alternative has many disadvantages and higher risks. Costly modifications could make the embankment alternative come closer to meeting the project needs however it would bring the cost close to the bridge cost, which far exceeds the benefits of the embankment alternative.

Staff does not recommend proceeding with the on-site detour traffic staging alternative. With a full road closure required for any alternative, the additional time to construct the on-site detour, the significantly higher impacts to the neighboring properties, and the higher risk for permitting do not justify the added cost.

Future Discussion/Next Steps:

The project is currently underfunded by approximately \$6 million. Staff is evaluating a number of options to fill the gap in bridge project funding and will present a project funding strategy at a future council meeting.

EXPECTED RESULTS:

Once Council authorizes Staff, they will proceed with the design of the recommended alternative, a bridge structure over Boeckman Creek with a full road closure. Staff will then present to council the proposed funding strategy for discussion and direction.

TIMELINE:

Once council authorizes the design of the recommended alternative and agrees with the proposed funding strategy, Staff will determine if an alternative project delivery method is beneficial and will proceed with soliciting proposals for either an owner’s representative or engineering design team to begin 30% design. Once this critical milestone is achieved, environmental permitting and right-of-way acquisition can begin and a construction schedule can be established.

CURRENT YEAR BUDGET IMPACTS:

The approved FY 2020/2021 budget includes \$2,600,000 in Year 2000 Urban Renewal District funds for project design, construction and overhead associated with the Boeckman Dip Bridge project (CIP #4212). The project is intended to be designed jointly with the Boeckman Road Street Improvements – Frog Pond Project (CIP #4205), the Canyon Creek/Boeckman Traffic Signal Project (CIP # 4206), and the Boeckman Road Sanitary Sewer Improvements – Frog Pond (CIP # 2102). The Boeckman Creek Stormwater Study (CIP #7065) is a companion project currently underway and funded by the approved FY 2020/2021 budget split evenly between the storm SDCs and storm operating funds, totaling \$90,800.

FINANCIAL REVIEW / COMMENT:

Reviewed by: CAR Date: 4/9/2021

Funding available from Year 2000 Urban Renewal District will not cover the entire cost of this project. Other sources will need to be identified in order to complete this project.

LEGAL REVIEW / COMMENT:

Reviewed by: BAJ Date: 4/14/2021

The Project will result in a \$1,079.00 increase per door to the Frog Pond Infrastructure Fee, as was addressed in the Frog Pond Development Agreement.

COMMUNITY INVOLVEMENT PROCESS:

A community involvement process will be defined and incorporated into the work scope for further project design work. Preliminary public outreach occurred when the Year 2000 Urban Renewal Plan was amended to include construction funding for the project. The Project has been discussed with the community as the Frog Pond neighborhood was planned and as land use applications have been approved. The community also had the opportunity to learn about the Project during the Transportation System Plan adoption process.

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

The adopted Wilsonville Transportation System Plan includes the Boeckman Road Dip Improvements as a high priority to replace the existing road. Widening to accommodate bike lanes and sidewalks, updating the vertical profile to meet Public Works standards and improving sight distance are all necessary to provide sufficient transportation infrastructure and safe and accessible connections that will benefit the existing community. The Project will also provide adequate space for the Boeckman Creek trail and wildlife passage under Boeckman Road.

ALTERNATIVES:

Numerous alternatives have been considered for the Boeckman Dip project. Staff has presented them as well as the recommended design alternative to Council for their consideration.

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

1. Project Background
2. Boeckman Dip Studies – Comprehensive Executive Summary
3. Resolution No. 2890

ATTACHMENT 1

April 19, 2021 Wilsonville City Council Work Session

Project Background:

The proposed “Boeckman Dip” project will upgrade a section of Boeckman Road that was constructed in the 1960s according to USGS mapping records. At that time the road was straightened from its previous switchback alignment, and a large corrugated metal pipe (CMP) culvert was installed to convey creek flows.

Boeckman Road, one of three east-west cross-town arterials in Wilsonville, serves an important role in the City’s transportation system; becoming even more important as the Frog Pond neighborhoods build out. The project, included in the Wilsonville Transportation Plan (TSP) as Project UU-01, will upgrade the existing steep and narrow rural roadway alignment to urban standards, and assumes a bridge would be used to achieve project goals. The project will provide safe bicycle and pedestrian facilities that connect residential neighborhoods, jobs, schools, and commercial land uses. The alignment will improve sight distances through the area, particularly at the Canyon Creek Road intersection, which will be signalized in the near future, and remove the barrier that the steep road creates for bicycles. The project will also provide for wildlife passage under Boeckman Road.

The TSP also includes the Boeckman Creek Trail (Projects RT 01A, 01B, and 07), a north-south trail through east Wilsonville that follows Boeckman Creek and will ultimately extend all the way from the Frog Pond neighborhoods to Memorial Park. The Boeckman Dip project work scope has to date assumed the existing access/maintenance road north of Boeckman Road will remain but will be relocated to the east. Staff recommends the project also address how a future Boeckman Creek Trail alignment can best be accommodated within the project reach.



Project Location

Over time, the Boeckman Creek basin was significantly altered not only by urban development within the basin but possibly more importantly by modifications to its natural basin boundaries. Substantial drainage areas were added and out-of-basin flows were diverted to the Boeckman Creek basin. These areas are north and west of Boeckman Road including Mentor Graphics up to and including Argyle Square.

Designed to address and manage these out of basin flows in order to protect against flooding and the overall integrity of Boeckman Creek, the main creek culvert is enhanced with flow control infrastructure as illustrated in the photos below. These include a benched embankment on the north (upstream) side of the Boeckman Road with an emergency overflow culvert; a main culvert and flow control structure at the creek level; and an inundation easement. Comparative elevations are:

Boeckman Road surface at low point: elevation = 176+/- feet

Upper bench and emergency overflow culvert: elevation = 154+/- feet

Main culvert near base of flow control structure: elevation = 140+/- feet



Main Large Corrugated Metal Pipe (CMP) Culvert conveys creek flows under the Road



North to South View from Boeckman Creek up to Boeckman Road – Shows flow control structure for culvert and creek level, upper bench and road (see car)



Emergency Overflow Culvert (42"x66" CMP - Corrugated Metal Pipe) Located on Upper Bench



Profile from Road to Upper Bench



Upper Bench Looking Down at Creek and Flow Control Structure

Preliminary engineering work completed to develop the project scope, include:

- The OBEC Consulting Engineers (OBEC) **May 2014 “Boeckman Dip Planning Design Narrative for Frog Pond Master Plan”** that explored alignments and developed costs for two bridge options; “Option A” – a 305-foot long with a 6 percent maximum grade and “Option B” – a 432-foot long bridge with a 3.5 percent maximum grade. Both assumed full road closure during construction and removing the roadway embankment fill down to the upper level bench and emergency overflow culvert.
- The DOWL (formerly OBEC) **December 2019 “Boeckman Dip Alternative Analysis Memorandum”** that explored costs, permitting, and right-of-way implications for three construction detour alternatives and updated the full road closure. The “Option A” bridge is lengthened to 380 feet for all alternatives to preserve a significant tree at 7550 Boeckman Road. This memorandum also took a preliminary look at a bridge option where existing embankment would be removed to allow for the main culvert removal.

The memo concluded the full road closure remained the preferred option based on cost, contractor constructability, construction duration, tree removal, and environmental impacts; but that Alternative 1 (the north-side temporary road detour) was preferred (based on the same criteria) over the two others evaluated should the City rule out the full road closure. It was also determined that the road would need to closed for a duration of time in any scenario.

- DKS Associates **June 2019 “Wilsonville Boeckman Road Dip Detour – Traffic Study”** that evaluated the effect a full road closure and the associated traffic diversion would have on the rest of the transportation system and concluded that impacts to the majority of the study intersections are minor and can support the temporary diversion of PM peak hour traffic volumes from Boeckman Road with the exception of the Stafford Road/65th Avenue/Elligsen Road. This location fails under existing (2019) conditions as well as with full closure detour conditions. A temporary traffic signal to relieve congestion at these intersections would help mitigate the impacts of the Boeckman Road closure. These intersection are under both Clackamas County and Washington County jurisdiction and the signal requires their approval. Staff is currently working with both agencies to advance a temporary signal design.
- The preliminary tree inventory covered trees greater than 6 inches in diameter in an area 70 feet north of Boeckman Road on the west side of the dip. It found 7± Oregon Oak trees, 6± Douglas-Fir, 10± Big Leaf Maple, 10± Red Cedar, 1± Pine, and 20± Red Alder. Most of the trees, with only a few exceptions, located within this area were in relatively good condition.
- Pacific Habitat Services, Inc (PHS) **March 2020 “Fish Passage Assessment for the Boeckman Dip Crossing on Boeckman Road, Wilsonville”** reported Boeckman Creek provides habitat for cutthroat trout both upstream and downstream of the crossing and habitat for rainbow trout/steelhead and Chinook salmon downstream of the crossing. It was determined that fish could reach the crossing and that the existing culvert and flow

control structure are considered fish barriers. It concluded that environmental permitting agencies could reasonably require fish passage at the Boeckman Dip Crossing if project work warranted.

- Further discussion with Oregon Department Fish and Wildlife (ODFW) provided the project elements that would trigger a fish passage requirement. A fish passage requirement will likely involve removing the flow control structure that was constructed to manage the drainage from out-of-basin flows diverted to the Boeckman Creek Basin from the Coffee Creek Basin. A hydraulic/hydrologic study would then be needed to evaluate the impacts of flow modifications to Boeckman Creek.

Project engineering work to be discussed at the April 19, 2021 Council Work Session:

- **DOWL February 2021 “Boeckman Dip Alternative Analysis Memorandum – Embankment”** explored an embankment alternative for two construction staging options, full road closure and on-site detour. The memo additionally evaluated environmental permitting fish passage requirements for both the bridge and embankment alternatives and concluded all project alternatives trigger fish passage requirements.
- **DOWL February 2021 “December 2019 Boeckman Dip Bridge Alternative Analysis Memorandum – Addendum #1”** updated the bridge alternative analysis to account for fish passage requirements and revised environmental permitting assumptions (providing consistency with the embankment study).
- **DOWL February 2021 “Boeckman Dip Studies – Comprehensive Executive Summary”** provided one document that combines all the technical memoranda completed for the project over the past two years and applies the latest design assumptions. Two main alternatives to raise the roadway and cross the creek are summarized in the comprehensive executive summary and include a bridge structure and an embankment. Traffic options were considered during construction and included fully closing the road during construction with traffic following a designated detour route or constructing a temporary on-site detour (a temporary road) and routing traffic around Boeckman Road when construction activities allow (a full road closure is required for certain construction activities).

Project engineering work that is underway:

- Brown and Caldwell (B&C) – Anticipated **September 2021 “Boeckman Road Improvements – Hydraulic Evaluation”** evaluating the hydraulic impacts of the proposed Boeckman Road improvements and associated modifications in the Boeckman Creek basin, including removal of the existing flow control structure and culvert at Boeckman Road.



ATTACHMENT #2 MEMORANDUM

TO: City of Wilsonville
 BY: Bob Goodrich, P.E.
 REVIEWED BY: Nick Robertson, P.E., S.E.
 DATE: February 2021
 SUBJECT: Boeckman Dip Studies – Comprehensive Executive Summary

Since at least 2014 the City of Wilsonville (City) has been studying alternatives to widen and improve the vertical alignment of Boeckman Road between Canyon Creek Road and Stafford Road (Boeckman Dip). Over the past six years some assumptions and project objectives have changed, which affects previous studies' analyses and conclusions. This memorandum synthesizes the following studies into a set of findings and recommended next steps (Table 1):

Study	Focus of the Study
Planning-level layout of a new bridge (DOWL, 2014)	Evaluated two bridge layouts to replace the overflow culvert and remove fill to the intermediate terrace. No work was considered below the overflow culvert and terrace.
Bridge construction traffic analysis and staging (DOWL & DKS, 2019)	Evaluated staging layouts to construct the bridge and road closure traffic impacts. Briefly considered removing most of the embankment below the overflow culvert.
Fish passage assessment (PHS, 2020)	Completed a fish passage assessment of the existing culvert.
Existing culvert condition assessment (AIMS Companies, 2020)	Conducted a condition assessment of the existing culvert.
Planning-level layout of embankment options (DOWL, 2020)	Evaluated two embankment layouts to replace both the primary and overflow culvert with new culverts and confirmed fish passage requirements are likely triggered for any bridge or embankment alternative studied.

Table 1 – Prior Studies

Due to assumptions that have changed in the last six years, some of the costs, durations, findings, and recommendations herein will not be consistent with the findings of the previous studies. The formative project findings that inform the major decisions of structure type (bridge versus culvert) and traffic staging (on-site detour versus road closure) include:

- Boeckman Creek's active channel width (ACW) is approximately 12 feet
- Fish passage requirements are likely triggered for any of the proposed alternatives
- Boeckman Creek receives hundreds of acres of out-of-basin runoff upstream of this site
- Replacing the culvert and removing the flow control structure will affect downstream flows

MEMORANDUM

- A detailed hydraulic analysis is necessary to evaluate downstream flood risks and detrimental impacts to Boeckman Creek
- Closing Boeckman Road results in only minor impacts along anticipated detour routes except at the Stafford Road-65th Avenue intersection, which requires a temporary signal

The previous studies considered several bridge alternatives, culvert and embankment alternatives, and multiple ways to stage or detour traffic. Through that process, many alternatives were eliminated from consideration. Related to structure types, alternatives no longer under consideration are rehabilitation of the existing culvert and the previous alternative of a bridge which spans only the overflow terrace – because neither of these alternatives are likely to be permitted. Related to traffic staging, alternatives no longer under consideration are an on-site detour south of Boeckman Road and one-lane, two-way staged construction.

Table 2 on the next page summarizes the structure type and traffic staging alternatives still under consideration compared across three criteria. The information provided in Table 2 is based on the best available information but is subject to change as the project advances. The alternatives and the criteria are briefly described below:

Structure Type Alternatives

New bridge: This alternative will remove the existing culverts and flow control structure, reestablish the ACW by removing existing embankment material to the elevation of the flow control structure, and construct a bridge while improving the vertical profile of the road. The bridge will accommodate wildlife passage and a future regional trail. Retaining walls will reduce the bridge length, limit property impacts, and protect trees to the extent practical. Based on a cursory analysis of the new channel section, the western abutment of the bridge can be moved approximately 40 feet to the east, which will result in an overall bridge length of 340 feet. The costs in this summary reflect this change from the previous study.

New culvert: This alternative will remove the existing culverts and flow control structure, reestablish the ACW, and install a new culvert that meets fish passage requirements while improving the vertical profile of the road. Two additional reinforced concrete box culverts will also be installed to accommodate wildlife passage and pedestrian access for a future regional trail. Retaining walls will limit property impacts and protect trees to the extent practical. This alternative is considered a minimum cost alternative that meets the overall project goals. Compared to the bridge it may result in increased levels of permitting risk and a lower overall benefit for trail users, maintenance staff, and fish and wildlife.

Traffic Staging Alternatives

On-site detour: This traffic staging scenario will construct a temporary road north of Boeckman Road using fill, a culvert extension, and retaining walls. A full road closure will be necessary to complete the roadway widening at the tie-in points east and west of the dip.

Full road closure: This traffic staging scenario will close Boeckman Road during construction. Traffic will be detoured to Elligsen Road and/or Wilsonville Road for most of the construction.

Criteria

Cost: Project costs, in 2023 dollars, include construction, preliminary and construction engineering, a 40% contingency, a 2% aesthetics allowance, and right-of-way (ROW) acquisition. Inflation should be applied based on the anticipated year of construction.

MEMORANDUM

Durations: Two durations are presented: total construction time and the length of time Boeckman Road will be closed. Durations are instructive for comparing alternatives but are subject to change as design progress.

Impacts: Approximate property and tree impacts are presented. Natural resource impacts are not quantified since there is little differentiation and all alternatives result in long-term benefits.

		Cost*	Construction Duration	Closure Duration	Property Impacts	Tree Impacts
Bridge	On-Site Detour	\$22.8M	24 months	5 months	41,300 sq. ft.	130 trees
	Road Closure	\$20.7M	15 months	15 months	22,500 sq.ft.	120 trees
Embankment	On-Site Detour	\$18.8M	33 months	15 months	56,700 sq. ft.	135 trees
	Road Closure	\$16.9M	20 months	20 months	33,500 sq. ft.	125 trees

*Costs do not match those in previous reports. Table 2 costs are presented in 2023 dollars and include shortening the bridge structure by 40'.

Table 2 – Comparison Matrix

Based on these findings, our recommendation for traffic staging is to close the road during construction. The closure saves money, reduces impacts, and shortens construction. Detoured traffic has feasible alternative routes that do not result in significant delay.

Our recommendation for structure type is not as definitive and needs to consider both qualitative and quantitative (see Table 2) measures. The embankment alternative is the least cost alternative that meets the goals of improving the vertical profile of Boeckman Road, providing a wildlife and pedestrian undercrossing, and addressing fish passage requirements. Based on the preliminary evaluations the bridge alternative may cost up to 20% more than the embankment alternative. However, in addition to longer construction and road closure durations, greater property impacts and more tree removal, the embankment alternative includes several disadvantages to the bridge, including:

- Increased risk that permitting agencies will not approve of the final design of a 12-ft wide culvert. This would result in a project cost increase.
- Compared to an open channel, a new culvert would limit the ability to mitigate downstream hydraulic impacts within the current project footprint. This could increase impacts and project cost.
- The proposed 180-ft long pedestrian tunnel will not provide the same trail experience for users. This reduces user safety and could decrease the number of citizens using this recreational amenity.
- The proposed 240-ft long wildlife tunnel will not provide the same level of environmental benefit. This could limit the number and size of wildlife that uses the tunnel.

MEMORANDUM

- Maintenance access on the south side of the embankment will be limited by the 12x12 tunnel. This could restrict specific maintenance activities or increase project costs to accommodate those activities

Addressing any of these disadvantages would decrease the price difference between the bridge and embankment alternatives.

Moving forward, there are still unknowns and unverified assumptions that could affect the project scope and budget. Most notably is the need to complete a downstream analysis, regardless of the preferred alternative. If that analysis determines there are adverse effects to downstream properties, there will be additional project costs and impacts to mitigate those effects.

Pending City Council approval of funding, it is recommended to proceed with completing a comprehensive 30% design that verifies assumptions and resolves unknowns to position the project for final design, permitting, and right-of-way acquisition.

RESOLUTION NO. 2890

A RESOLUTION OF THE CITY OF WILSONVILLE AUTHORIZING STAFF TO PROCEED WITH THE RECOMMENDED DESIGN FOR THE BOECKMAN DIP PROJECT.

WHEREAS, the Boeckman Dip project (the Project) is included in the City's adopted Transportation System Plan and Comprehensive Plan; and

WHEREAS, the City has planned and budgeted for the Project under CIP #4212; and

WHEREAS, the City has utilized professional engineering services from DOWL, LLC. to provide planning level design alternatives, cost estimates, and relative impacts for each design alternative; and

WHEREAS, the City evaluated each alternative with respect to cost, construction duration, detour options and road closure duration, right of way acquisition, environmental risk, tree removal, traffic impacts, safety, and ability to meet project goals; and

WHEREAS, the bridge alternative has the smallest project footprint and least impact to neighboring properties, requiring the least amount of right of way acquisition and impacting the fewest number of trees; and

WHEREAS, the bridge alternative provides the safest and most user friendly options to accommodate regional trail and wildlife passage; and

WHEREAS, the bridge alternative provides the necessary access to maintain the sanitary and storm sewers, future trail, and creek; and

WHEREAS, the bridge alternative with the full road closure has the lowest amount of risk for obtaining environmental permits with the current design assumptions; and

WHEREAS, the bridge alternative with a full road closure can be constructed in the shortest amount of time; and

WHEREAS, the bridge alternative with a full road closure limits impacts, balances the safety and convenience of the community as a whole and provides the best scenario for obtaining state agency environmental permits that are necessary to cross the creek.; and

WHEREAS, the bridge alternative with full road closure is the recommended alternative.

NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

1. The evaluation of each alternative was thoughtful and exhaustive.
2. The City of Wilsonville authorizes Staff to proceed with design of the recommended bridge alternative with full road closure.
2. This resolution becomes effective upon adoption.

ADOPTED by the Wilsonville City Council at a regular meeting thereof this 19th day of April 2021, and filed with the Wilsonville City Recorder this date.

Julie Fitzgerald, Mayor

ATTEST:

Kimberly Veliz, City Recorder

SUMMARY OF VOTES:

Mayor Fitzgerald

Council President Akervall

Councilor Lehan

Councilor West

Councilor Linville



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: April 19, 2021	Subject: Ordinance Nos. 847 and 848 Comprehensive Plan Amendment and Zone Map Amendment for Canyon Creek Subdivision - recommendation to continue hearings Staff Member: Philip Bradford, Associate Planner Department: Community Development, Planning Division	
Action Required	Advisory Board/Commission Recommendation	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda	<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable Comments: At the April 12, 2021 Development Review Board hearing, the DRB continued the hearing to a date and time certain of May 10, 2021, to allow additional time to consider the proposal.	
Staff Recommendation: Staff recommends Council continue the hearings to a date certain of May 17, 2021 (or a special meeting date).		
Recommended Language for Motion: I move to continue Ordinance No. 847 and Ordinance No. 848 to a date certain May 17, 2021 (or a special meeting date).		
Project / Issue Relates To: Comprehensive Plan Amendment and Zone Map Amendment.		
<input type="checkbox"/> Council Goals/Priorities:	<input type="checkbox"/> Adopted Master Plan(s):	<input checked="" type="checkbox"/> Not Applicable

ISSUE BEFORE COUNCIL:

The need to continue the public hearings, in order to receive a recommendation from the DRB, for Ordinance Nos. 847 and 848, which propose to modify the Comprehensive Plan Map designation from Residential 0-1 dwelling units per acre to Residential 4-5 dwelling units per acre and rezone from Residential Agriculture – Holding (RA-H) to Planned Development Residential -3 (PDR-3) on approximately 2.25 acres of land located at 28700 SW Canyon Creek Road South, which would enable an 8-lot residential subdivision development project.

EXECUTIVE SUMMARY:

Development Review Board Panel A reviewed the Canyon Creek 8-Lot Subdivision on April 12, 2021. Due to several unresolved questions for the Applicant from the Board and questions and concerns raised by public testimony, DRB Panel A continued the hearing for further deliberation to a date certain of May 10, 2021. Staff recommends City Council continue the Council hearing to a date certain of May 17, 2021 or a special meeting date late in May, in order to receive a recommendation from DRB prior to the Council’s public hearing and consideration of these Ordinances.

EXPECTED RESULTS:

Continuation of public hearings for Ordinance Nos. 847 and 848 to a date certain of June 7, 2021.

TIMELINE:

The statutory 120-day land use decision timeframe was set to end on May 6, 2021. After six hours, with several issues still to deliberate, the applicant agreed to toll the timeframe until June 30, 2021, allowing further deliberation by the DRB and a hearing before the City Council to reach the final decision on the applications.

CURRENT YEAR BUDGET IMPACTS:

None.

FINANCIAL REVIEW / COMMENT:

Reviewed by: CAR Date: 4/13/2021

LEGAL REVIEW / COMMENT:

Reviewed by: BAJ Date: 4/14/2021

COMMUNITY INVOLVEMENT PROCESS:

The required public hearing notices have been sent and public hearings are being held. A number of interested residents attended the DRB Panel A meetings in March and April as well as submitted written comments. City staff have made materials regarding the application readily available to the public.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

The continued hearing allows for additional consideration of the application to help DRB and Council make the best decision on the application.

ALTERNATIVES:

The Council could elect to hold a special meeting towards the end of May for the first reading. Having more time between DRB and City Council would allow for thorough preparation of the Council packet and more time for City Council to study materials after they are aware of the DRB decision and recommendation. Additionally, this has been a controversial project, which has already required two continuances. It is unlikely any further continuance will be agreed too.

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

None.



MARCH 2021 MONTHLY REPORT

From The Director's Office

Greetings!! Over the years, I have been approached by staff from other metro area cities—most of which are much larger than Wilsonville—who ask the question, “How is Wilsonville so effective in its legislative efforts in Salem?” As I contemplated this question, I believe the answer lies in three areas: consistent vision, a well-developed legislative agenda, and the nimble hard-work of staff and elected officials that track, digest, and report on literally hundreds of pieces of legislation that are proposed in the House and Senate. They then carefully choose ones to track, comment on, and/or testify on.

For decades, Wilsonville has stood for and represented consistent positions of farm and forest land protection, urbanization inside cities, equitable regional processes, high-quality reliable infrastructure, as well as fighting hard to prevent preemption of local government control. Public and Government Affairs Director Mark Ottenad and lobbyist Greg Leo of the Leo Company are the driving forces behind the City's legislative success. These two gentlemen have worked together with the Council for many years to create carefully crafted packages of policy topics that become the foundation of our legislative framework.

The Legislative Agenda is a robust document that is regularly referred to so that when the Legislature is in session, staff are able to quickly and consistently pull together position papers on literally hundreds of complex and diverse topics. Together, Mark and Greg are in close communication daily with a wide variety of agencies, entities, and interests. The coordination is complex and incredibly fast paced and includes the likes of the League of Oregon Cities, Metro, and surrounding communities, as well as special interest groups and citizens. There is top level coordination amongst the regions lobbyists as well. Mark and Greg also work with representatives and senators on topics germane to our area of the region to ensure that our voice is heard and our priorities are advanced as part of lawmaking. Of course, the Mayor and Council are always at the ready to support the efforts in whatever way are needed at the time.

In the past several weeks, the Community Development Department staff have been in a support role on bills that address transportation capacity, infrastructure provision, urban reserves and the Urban Growth Boundary, airports, and affordable housing—just to name a few. Community members can rest assured that City staff are working hard to advance the community's collective interests when it comes to the State Legislature.

Respectfully submitted,

Chris Neamtzu, AICP
Community Development Director



Building Division

Customer Service in a Pandemic

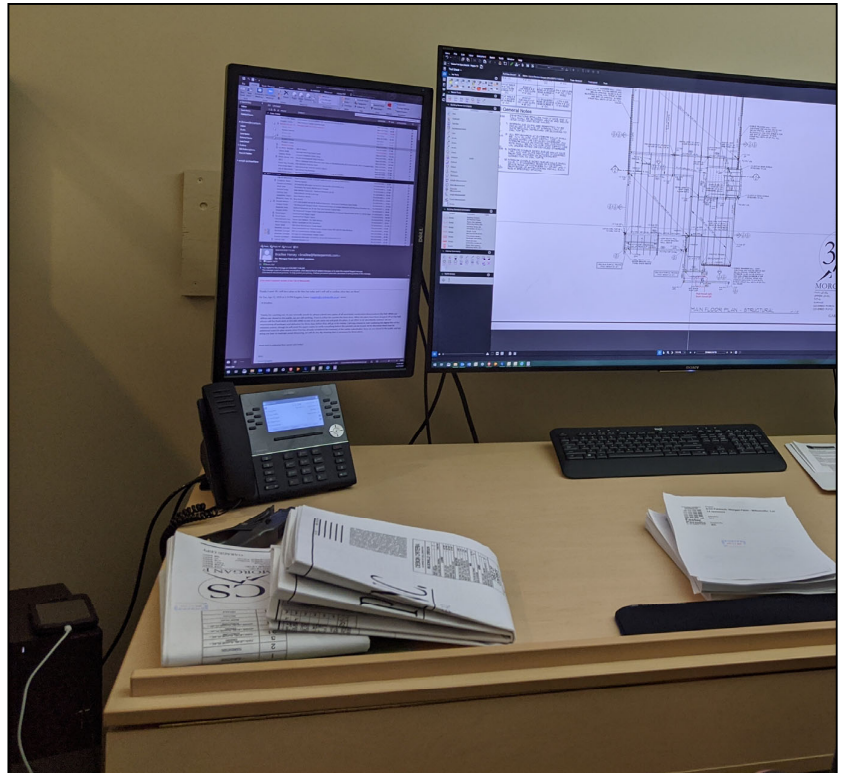
Every day we strive to keep customer service at the forefront of what we do. This past year has offered many challenges—and opportunities—in how we might continue to offer a high level of service to the homeowners, contractors, and developers we work with on a daily basis. Improving our permitting process is one area we have decided to focus on in the Building Division.

In 2005, the City implemented Eden, a permitting system still used today in the Community Development Department. This system has served us well over the years and has been greatly customized to fit our needs as a City. However, as technology has evolved and the software developer decided to stop adding new functions to Eden, our team recognized the need to find a new system that will allow us to provide better service to our customers. Over the past few years, our team has been working towards a new permitting system that would allow for functions that our customers want—such as digital permit submissions and electronic plan review—that we have not historically offered, while still providing a high level of service to our customers.

We anticipate fully transitioning to EnerGov, the new software, in the last quarter of 2021; until that happens, our Building team and other divisions within Community Development have gotten creative with how we can allow for digital permit submissions and electronic review while still using technology and processes that are paper-based and meet records retention requirements. We recognize the need for flexibility—especially during a global pandemic—and always strive to make our process as easy and straightforward as possible. Currently, we are piloting a program that allows applicants to initially send their application materials to us digitally via email instead of through the normal paper submittal process. If there are any corrections that need to be addressed during the plan review process, the applicant can send the updated plans to us digitally as well. Once the plans are approved, the applicant submits paper copies of the plans (which our plans examiners verify to make sure they match the approved digital copy), then the plans are stamped and ready to go out on the jobsite for inspections. The contractors and developers we work with have repeatedly stated how much they appreciate our team adapting our processes to fit the needs of the current times, as this new process saves them numerous trips to City Hall and cuts down on the number of pages printed for each project. (We love that this new process is more sustainable too!)

Stay tuned in the next several months for more updates on the transition to the new permitting software. Customer service is at the forefront of our minds as we configure the new system, and we are working hard behind the scenes to make the eventual transition as smooth as possible for both our customers and internal team.

-Laura Ruggles, Permit Technician



Plan review: from paper to electronic.

Engineering Division, Capital Projects

5th Street/Kinsman Road Extension (1139/2099/4196)

This project involves the design and construction of the extension of 5th Street and Kinsman Road between Boones Ferry Road and Wilsonville Road, including water, sewer, storm, franchise utility extension, and installation of a portion of the Ice Age Tonquin Trail. Construction is planned to start the first week of April and it is estimated that it will take two years to complete.

Boberg Diversion Structure Replacement (2100)

This project replaces the outdated Boberg Road wastewater diversion structure to improve wastewater collection system functionality and ensures available capacity for upstream development in the Coffee Creek and Basalt Creek areas into the future. Design work is anticipated to continue through April 2021, with construction occurring in summer 2021.

Boeckman Dip Bridge (4212/7065)

Staff are preparing to come to Council on April 19 to provide a project update and recommended a design alternative. Additionally, Boeckman Creek survey work has been completed, measurement gauges have been placed, and the hydraulic study is underway.

Elligsen Well Facility Rehab and Upgrades (1083)

This project addresses upgrades and repairs needed to correct deficiencies in the Elligsen well house, including piping, electrical, instrumentation and controls, and mechanical systems. Design work started in January 2021 and will continue through the summer. Construction work is tentatively scheduled to begin late summer and continue through fall 2021.

Elligsen Well Upgrade and Maintenance (1128)

This project involves correcting well casing and water chemistry deficiencies in the existing Elligsen well to maintain it as a backup supply for emergencies. This project also includes investigative evaluation work at Charbonneau wells to determine existing conditions to help guide subsequent rehabilitation work. Well evaluation at Charbonneau wells started in early November and continued through the end of December, with work at the Elligsen well to follow. Rehabilitation operations continued through March 2021.

Garden Acres Road (4201)

This project (shown right) involves the design and construction of Garden Acres Road from a rural local access road to an urban industrial roadway as part of the Coffee Creek Industrial Area plan and includes Willamette Water Supply Program segment PLM_1.2 of the 66" water transmission pipe. The WWSP 66" raw water pipeline work is complete. Roadway construction on Garden Acres Road is complete. Final landscaping work is underway. Project completion is anticipated the first week of April with final inspection scheduled for April 8.



I-5 Pedestrian Bridge (4202)

This project involves the design and preparation of construction documents for a pedestrian and bicycle bridge over Interstate 5 from Town Center Loop West to Boones Ferry/Barber Street. The design team is proceeding with 60% design of the bridge and plaza based on Planning Commission and City Council feedback in March. Preliminary 60% design documents are expected in June 2021.

Engineering Division, Capital Projects

Memorial Park Pump Station (2065)

This project involves replacing and relocating the wastewater pump station in Memorial Park. The contract was awarded to McClure and Sons. Construction began in July and is anticipated to be completed in June 2021.

Old Farm Road Phase I (1500/2500/4500/7500)

This project includes paving, storm sewer, sanitary sewer, and water line improvements to Old Farm Road, Arbor Glen Loop, and Arbor Glen Court in the Charbonneau development. Construction bids were received in March 2021. The contract award is scheduled for April, and construction is anticipated to be completed by December 2021.

Raw Water Facility Improvements

This project is a capital improvement project under management of the Willamette Water Supply Commission and Tualatin Valley Water District. Improvements include seismic upgrades to the existing intake facility and river embankment and installation of a 66-inch raw water pipe and 8-inch domestic City water pipe. Onsite construction has been taking place with grading and the removal of site soils.

Rivergreen & Corral Creek Lift Stations (2105)

This project involves upgrading the Rivergreen and Corral Creek wastewater lift stations. The design contract was awarded to Murraysmith. Design will be completed by December 2021, with construction anticipated for completion in 2022.

Street Maintenance Project 2021 (4014/4118/4725)

The 2021 Street Maintenance Project went out to bid on March 31. Construction is anticipated to begin in June on Town Center Loop and Park Place.

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, including Life Safety Upgrades (1137), Seismic Retrofits (1145), and Repair and Replacement (1146) projects. A Construction Manager/General Contractor (CMGC) alternative contracting method was approved by City Council. An engineering contract was awarded in July. Completion of the 30% design is anticipated in early 2021, at which time a CMGC solicitation will occur. Final design will be completed in coordination with the CMGC in 2021, followed by construction in 2022-2023.



Engineering Division, Capital Projects

Willamette Water Supply Program (WWSP) Coordination (1127)

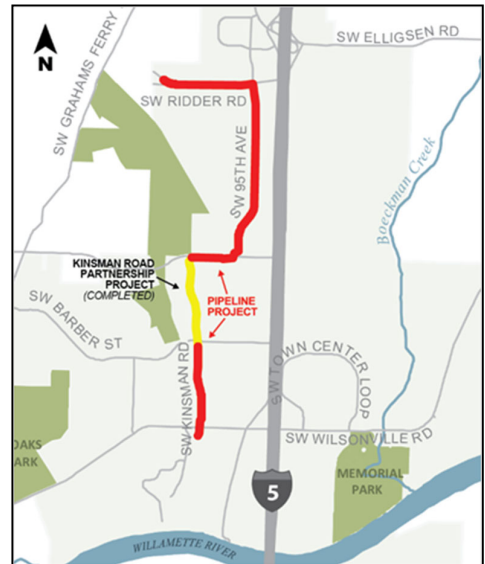
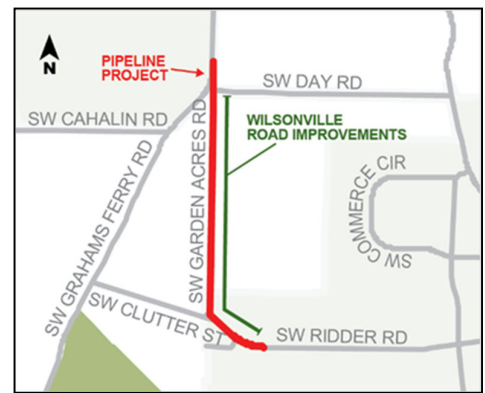
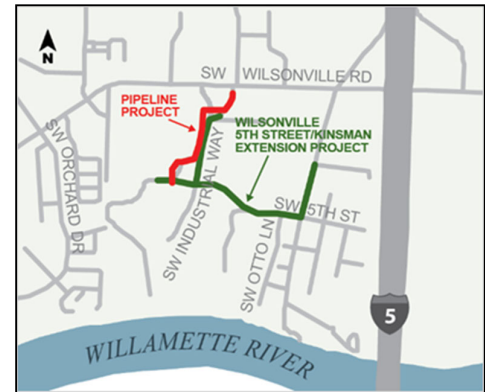
Ongoing coordination efforts continue with the Willamette Water Supply Program. Here are the updates on major elements within Wilsonville:

- Phase 1, Wilsonville Road (PLM 1.1)** The Willamette Water Supply Program’s (WWSP) PLM_1.1 project consists of 1,400 feet of 66-inch diameter pipeline that began construction in the fall of 2019. The pipeline starts near the Willamette River Water Treatment Plant property. It ends at Kinsman Road just south of the Kinsman Road and Wilsonville Road intersection.

 - Construction work is complete with minor corrective work to occur over the next couple of months.
- Phase 2, Garden Acres Road to 124th (PLM 1.2)** The WWSP partnered with Wilsonville to construct the PLM_1.2 pipeline with the City's Garden Acres Road Improvements Project.

 - Moore Excavation, Inc. has constructed 3,600 feet of 66 -inch pipeline along Garden Acres Road from Ridder Road to just beyond Day Road. Their work included a trenchless undercrossing of Day Road.
 - Pipeline construction is complete. Final paving on Graham’s Ferry Road is complete. Minor corrective work will occur over the next few months.
- Phase 3, Wilsonville Road to Garden Acres Road (PLM 1.3)** The WWSP is coordinating with the City of Wilsonville to construct 12,200 feet of a 66-inch water pipeline from just south of the Wilsonville Road and Kinsman Road intersection to Garden Acres Road. It will connect the remaining portion of the pipeline through Wilsonville and it follows Kinsman Road, Boeckman Road, 95th Avenue, and Ridder Road.

 - Construction of the PLM_1.3 pipeline is anticipated to begin in February 2022, with completion in 2024.
 - Construction will occur in phases to enhance safety and minimize traffic, neighborhood, and business disruptions.
 - 60% design plans will be submitted for review in April 2021.



Waste Water Treatment Plant (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 and the project is anticipated to be completed by fall 2021.

Engineering Division, Private Development

Coffee Creek Logistics Center (Panattoni Warehouse)

This project is located on the southwest corner of Clutter Road and Garden Acres Road. It is currently under plan review.

DP Nicoli

This project received its Certificate of Occupancy and is working on final punch list items before the City releases its performance bond and it enters the two year maintenance period.

Fir Avenue Commons

This is a ten-unit condominium development in Old Town and it is nearing completion. The easements are being processed and a final punch list is being created.

Frog Pond Ridge

Plans for this 69-lot subdivision north of Frog Pond Meadows are currently under review.

Grace Chapel

This project involves the remodel and expansion of the south building of the former Pioneer Pacific College, along with the rerouting of a major storm drain line. The project is nearing completion and is awaiting the final inspection of stormwater facilities and the creation of a final punch list.

Northstar Contractor Establishment—Clay Street

This project is located in Washington County and onsite improvements are subject under the Washington County permit. The street improvements are under the City of Wilsonville permit. The contractor recently installed Low Impact Development Approaches (LIDA) swales and is moving on the planting.

Regional Park 7&8

This is a regional park from Barber Street along Coffee Lake Drive to Villebois Drive. The pedestrian paths, storm level spreader, and open space are nearing completion.

Siena at Villebois Fire Reconstruction

Onsite construction is steady at Siena at Villebois. Engineering final approval for street pavement, sidewalk, and Low Impact Development (LID) stormwater facilities will be complete prior to issuance of final Certificate of Occupancy.

SSI Shredding

Site plans have been submitted for two additional structures on the existing site, along with sidewalk, sanitary, and water additions. The plans are currently under plan review.



DP Nicoli



Grace Chapel



North Star Contractor—Clay Street

Engineering Division, Natural Resources

Stormwater System Annual Inspection and Maintenance Reports

The City has stormwater maintenance agreements with property owners for the operation and maintenance of private stormwater systems. By May 1 of each year, an annual inspection and maintenance report is due from the owner or responsible party (e.g., management company, HOA, etc.). In March, City staff mailed letters to property owners or responsible parties—including a report form—reminding them to submit their annual report. The required information includes the inspection date and any maintenance, repair, or replanting activities that were completed. After receiving the reports, City staff conduct an inspection to verify the information in the report.



Planning Division, Current

Administrative Land Use Decisions Issued

- 31 additional emergency tree permits received
- New signs for Washington Federal Bank
- 2 Miscellaneous Administrative Reviews
- 1 Accessory Dwelling Unit
- 4 Type B Tree Permits (Non-Emergency)
- Residential building permits

Construction Permit Review, Development Inspections, and Project Management

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

- DP Nicoli Industrial Development on Boberg Road
- Fir Avenue Commons in Old Town
- Grace Chapel on Parkway Avenue
- Panattoni Development Company warehouse on Clutter Road
- Parkway Woods Business Park remodel/site revisions
- Residential subdivisions in Frog Pond West

Development Review Board (DRB)

DRB Panel A met for their regularly scheduled meeting on March 8. During the meeting, the panel continued the hearing for a subdivision on Canyon Creek Road South to their next hearing on April 12. In addition, the panel unanimously approved a new security fence at Canyon Creek Road and Burns way with an added condition that the fence be setback similarly to other fences and walls in the area. Also during the meeting, the panel elected Daniel McKay as chair and Jean Svadlanka as vice chair for 2021.

DRB Panel B met for their regularly scheduled meeting on March 22. During the meeting, the panel unanimously approved a 2-year temporary use permit for a model home complex for Richmond American Homes in Frog Pond. The panel elected Samy Nada as chair and Nicole Hendrix as vice chair for 2021.

DRB Projects Under Review

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

- 8-lot subdivision on Canyon Creek Road South
- Wilsonville High School expansion, including a new auditorium
- New industrial security fence at Canyon Creek Road and Burns Way
- Villebois Village Center development around Piazza Villebois
- Temporary sales office for Richmond American Homes in Frog Pond West
- Public Works Complex on Boberg Road

Ice Storm Tree Damage

During March, the Planning team continued to be a key part of the City's response to extensive tree damage from the February 12-13 ice event. In particular, Assistant Planner Georgia McAlister continued to intake and review over 60 removal permits and answer many customer questions. Associate Planner Cindy Luxhoj kicked off the multi-disciplinary response and replanting plan.

Planning Division, Long Range

Middle Housing in Wilsonville Project (House Bill 2001 Implementation)

In March the team continued outreach including an Old Town community meeting and the first in a series of Latinx focus groups. In addition, the project team updated the Planning Commission with key takeaways from the outreach and sought their additional project guidance. The team also continued to refine updated code and plans in preparation of upcoming work sessions for Planning Commission and City Council in April and May.



Planning Commission

At their regularly scheduled meeting on March 10, the Planning Commission held three work sessions. First, they held a work session and provided feedback on the refined design of the I-5 Pedestrian and Bike Bridge and landing plaza. Second, they received an update on the Town Center Streetscape Project and provided additional guidance for the project. Third, the Commission held their fourth work session on the Middle Housing in Wilsonville Project. The Commission received a presentation on key takeaways from recent public outreach, provided additional guidance based on those takeaways, and answered a question about what success of middle housing in Wilsonville would look like in twenty years.

Transit-Oriented Development at the Wilsonville Transit Center

The Equitable Housing Strategic Plan identifies exploration of Transit-Oriented Development (TOD) at the Wilsonville Transit Center as a near-term implementation action. During March, the city solicited quotes from consultants to assist staff in assessing the City's goals for TOD and conducting a Development Opportunity Study. Upon selection of a consultant, staff anticipates holding work sessions with City Council to refine project goals.

Vertical Housing Development Zones

The Equitable Housing Strategic Plan identifies creation of tax abatements to create diversity and affordability in the City's housing supply as a near-term implementation action. Additionally, the Town Center Plan identifies exploration of Vertical Housing Development Zones (VHDZ) as a short-term implementation action to encourage mixed-use development. During March, the city solicited quotes from consultants to assist staff in exploring VHDZ in Town Center and the Villebois Village Center. Upon selection of a consultant, staff anticipate holding work sessions with City Council this spring to determine project direction.

Planning Division, Long Range

Wilsonville Town Center Plan

I-5 Pedestrian Bridge

The Town Center project team continued development of bridge and plaza designs for the I-5 Pedestrian Bridge and Town Center Gateway Plaza project, which will provide an important connection between Town Center, the Wilsonville Transit Center and neighborhoods west of Interstate 5. During March, City staff presented the 30% design documents for the bridge and plaza to the Planning Commission and City Council, seeking confirmation that the refined Tied Arch bridge and Drops and Ripples/River Oxbow plaza concepts are consistent with prior community input. With this feedback, the project team will further refine details of the project, with the 60% design anticipated later this spring.

General project information is available on the project website: www.letstalkwilsonville.com/I5-Ped-Bridge.

Streetscape Plan

Based on feedback from a public forum and a survey, the most preferred design concept is River Environment, with Technological Innovation in second place, and Agricultural Legacy ranked third. During a Planning Commission work session on March 10 the Commission confirmed the direction of moving forward with a hybrid concept of River Environment and Technological Innovation based on community feedback. The project team will next work on more detailed renderings of the recommended concept and return for additional feedback from Planning Commission and City Council during work sessions in April and May. In March, the project team also conducted an additional stakeholder interview with Capital Realty Corp to have input from the business community within the plan.



WILSONVILLE TOWN CENTER PLAN



MARCH
MONTHLY
REPORT

From the Director:

Happy April! Hope everyone is enjoying this sunshine!

Our Accounting staff is still quite busy with the budget. A large part of our time is being spent on learning how the MUNIS budget module works! It is very different from our old system and we are facing quite a learning curve. But, each day we make a little more headway so things are starting to look up!

The MUNIS HR/Payroll implementation continues to march on with their implementation. They have also run into a number of issues and are working closely with the implementation team to keep things on track.

We are starting to see a bit more traffic into City Hall for Utility and Municipal Court customers but not nearly as much as pre-COVID. Most of our customers are now taking advantage of our online payment and drop box options!

The Finance Department is back to full staff! As of April 5, Mari Mendez-Sanchez has joined our staff as an Accounting Technician with our Court team. Mari is looking forward to graduating with her Bachelor's in Business Administration at the end of this school year. We are excited to have her as part of the team.

Stay safe.

-Cathy Rodocker

By the Numbers:

Finance Statistics for the period of July 1, 2020-March 31, 2021

Please Note: Utility Billing is reported with a one month lag.

<u>Utility Billing:</u>	<u>Accounts Payable:</u>	<u>Municipal Court:</u>	
Total Monthly Bills	54,041 March AP Pymts	\$4.5M Total Citations Issued	976
New Customers	765 Payments Processed	404 Total Suspensions Issued	272
New Service Locations	85	Ticket Revenue	\$130,828

FY21 Financial Update:

General Fund:

The General Fund revenues continue to be received as expected. During the third quarter, many of the anticipated franchise and privilege taxes were received. We have also made a little progress in getting more of the monthly payments made to Clackamas County for the Police contract. Typically, the County catches up on their billing right at the end of the fiscal year!

Building Inspection Fund:

To date, the Building Inspection fund is seeing their expenses exceed their revenues by \$303K. The resulting use of the fund balance was expected. Working on the 5 year projections, the fund will begin to see a positive turnaround within a few years as the rate increases approved by Council are fully implemented.

Community Development (CD) Fund:

The CD fund's revenues continue to exceed the expenses by over \$606K. This increase in fund balance will be imperative to provide future funding for the CD Fund. Looking into the future, this fund will continue to struggle until revenues are increased and/or expenses are decreased.

Road Operating Fund:

Revenues appear to be back on track with the Road Operating Fund but Finance continues to watch this fund carefully. The accounting team is preparing to move the Vehicle License/Registration Fees to the Roads CIP during the budget process. The fees collected can only be used to support capital projects and not the typical operating expenses the Road Operating Fund is responsible for.

Utility Funds:

As of March, the utility operating funds are meeting expectations.

City of Wilsonville - Fund Summaries Reporting Month: MAR FY 2021

	Current Year Budget	Year to Date Activity	Remaining Balance	Remaining %
110 - General Fund				
Taxes	\$ 11,954,800	\$ 10,309,519	\$ 1,645,281	14%
Intergovernmental	2,415,495	2,257,388	158,107	7%
Licenses and permits	182,750	166,453	16,297	9%
Charges for services	672,610	315,169	357,441	53%
Fines and forfeitures	320,000	123,513	196,487	61%
Investment revenue	163,900	113,328	50,572	31%
Other revenues	745,250	568,427	176,823	24%
Transfers in	4,155,341	3,194,380	960,962	23%
TOTAL REVENUES	\$ 20,610,146	\$ 17,048,177	\$ 3,561,969	17%
Personnel services	\$ 9,334,432	\$ 5,782,381	\$ 3,552,051	38%
Materials and services	10,544,247	4,386,872	6,157,375	58%
Capital outlay	20,000	25,473	(5,473)	-27%
Transfers out	6,823,062	4,004,498	2,818,564	41%
TOTAL EXPENDITURES	\$ 26,721,741	\$ 14,199,225	\$ 12,522,516	47%
610 - Fleet Fund				
Charges for services	\$ 1,411,703	\$ 1,059,094	\$ 352,609	25%
Investment revenue	9,600	9,750	(150)	-2%
Other revenues	18,000	7,396	10,604	59%
TOTAL REVENUES	\$ 1,439,303	\$ 1,076,240	\$ 363,063	25%
Personnel services	\$ 788,700	\$ 460,429	\$ 328,271	42%
Materials and services	676,906	377,918	298,988	44%
Capital outlay	65,000	-	65,000	100%
Transfers out	2,400	1,800	600	25%
TOTAL EXPENDITURES	\$ 1,533,006	\$ 840,146	\$ 692,860	45%
230 - Building Inspection Fund				
Licenses and permits	\$ 950,565	\$ 665,248	\$ 285,317	30%
Charges for services	9,600	7,200	2,400	25%
Investment revenue	22,800	30,884	(8,084)	-35%
Transfers in	40,883	30,663	10,220	25%
TOTAL REVENUES	\$ 1,023,848	\$ 733,994	\$ 289,854	28%
Personnel services	\$ 1,081,750	\$ 666,972	\$ 414,778	38%
Materials and services	165,347	109,878	55,469	34%
Transfers out	405,321	260,194	145,128	36%
TOTAL EXPENDITURES	\$ 1,652,418	\$ 1,037,043	\$ 615,375	37%
231 - Community Development Fund				
Intergovernmental	\$ 63,000	\$ -	\$ 63,000	100%
Licenses and permits	709,723	433,502	276,221	39%
Charges for services	619,450	410,299	209,151	34%
Investment revenue	12,500	28,738	(16,238)	-130%
Other revenues	250	328	(78)	-31%
Transfers in	3,129,034	2,271,496	857,538	27%
TOTAL REVENUES	\$ 4,533,957	\$ 3,144,362	\$ 1,389,595	31%
Personnel services	\$ 3,215,620	\$ 1,884,800	\$ 1,330,820	41%
Materials and services	712,625	214,731	497,894	70%
Transfers out	584,243	438,183	146,060	25%
TOTAL EXPENDITURES	\$ 4,512,488	\$ 2,537,714	\$ 1,974,774	44%
240 - Road Operating Fund				
Intergovernmental	\$ 2,382,151	\$ 1,320,207	\$ 1,061,944	45%
Investment revenue	2,000	14,032	(12,032)	-602%
Other revenues	2,000	2,418	(418)	-21%
TOTAL REVENUES	\$ 2,386,151	\$ 1,336,657	\$ 1,049,494	44%
Personnel services	\$ 382,270	\$ 233,374	\$ 148,896	39%
Materials and services	514,578	234,965	279,613	54%
Capital outlay	13,000	10,246	2,754	21%
Debt service	82,000	81,446	554	1%
Transfers out	1,675,765	260,482	1,415,283	84%
TOTAL EXPENDITURES	\$ 2,667,613	\$ 820,513	\$ 1,847,100	69%

City of Wilsonville - Fund Summaries Reporting Month: MAR FY 2021

	Current Year Budget	Year to Date Activity	Remaining Balance	Remaining %
241 - Road Maintenance Fund				
Charges for services	\$ 2,065,000	\$ 1,594,767	\$ 470,233	23%
Investment revenue	3,100	29,701	(26,601)	-858%
TOTAL REVENUES	\$ 2,068,100	\$ 1,624,469	\$ 443,631	21%
Transfers out	\$ 4,092,922	\$ 1,099,092	\$ 2,993,830	73%
TOTAL EXPENDITURES	\$ 4,092,922	\$ 1,099,092	\$ 2,993,830	73%
260 - Transit Fund				
Taxes	\$ 5,050,000	\$ 4,182,469	\$ 867,531	17%
Intergovernmental	5,296,588	1,379,609	3,916,979	74%
Charges for services	170,000	-	170,000	100%
Fines and forfeitures	5,000	147,367	(142,367)	-2847%
Investment revenue	31,100	36,668	(5,568)	-18%
Other revenues	16,000	-	16,000	100%
TOTAL REVENUES	\$ 10,568,688	\$ 5,746,113	\$ 4,822,575	46%
Personnel services	\$ 4,106,110	\$ 2,444,135	\$ 1,661,975	40%
Materials and services	2,268,268	1,170,037	1,098,231	48%
Capital outlay	2,629,941	444,591	2,185,350	83%
Transfers out	808,863	445,779	363,084	45%
TOTAL EXPENDITURES	\$ 9,813,182	\$ 4,504,543	\$ 5,308,639	54%
510 - Water Operating Fund				
Charges for services	\$ 9,006,000	\$ 7,222,533	\$ 1,783,467	20%
Fines and forfeitures	19,000	(5)	19,005	100%
Investment revenue	195,000	181,214	13,786	7%
Other revenues	12,000	26,439	(14,439)	-120%
Transfers in	183,270	183,253	17	0%
TOTAL REVENUES	\$ 9,415,270	\$ 7,613,435	\$ 1,801,835	19%
Personnel services	\$ 615,190	\$ 337,098	\$ 278,092	45%
Materials and services	4,405,491	2,859,880	1,545,611	35%
Capital outlay	426,000	141,918	284,082	67%
Transfers out	4,053,411	856,295	3,197,116	79%
TOTAL EXPENDITURES	\$ 9,500,092	\$ 4,195,192	\$ 5,304,900	56%
520 - Sewer Operating Fund				
Charges for services	\$ 8,147,000	\$ 5,916,870	\$ 2,230,130	27%
Investment revenue	196,200	192,219	3,981	2%
Other revenues	18,000	25,918	(7,918)	-44%
Transfers in	600,000	600,000	-	0%
TOTAL REVENUES	\$ 8,961,200	\$ 6,735,006	\$ 2,226,194	25%
Personnel services	\$ 365,500	\$ 220,178	\$ 145,322	40%
Materials and services	3,761,624	1,948,780	1,812,844	48%
Capital outlay	88,177	-	88,177	100%
Debt service	2,960,000	24,630,256	(21,670,256)	-732%
Transfers out	4,736,147	1,518,693	3,217,454	68%
TOTAL EXPENDITURES	\$ 11,911,448	\$ 28,317,907	\$ (16,406,459)	-138%
550 - Street Lighting Fund				
Charges for services	\$ 524,150	\$ 403,146	\$ 121,004	23%
Investment revenue	12,500	10,119	2,381	19%
TOTAL REVENUES	\$ 536,650	\$ 413,264	\$ 123,386	23%
Materials and services	\$ 381,320	\$ 222,963	\$ 158,357	42%
Transfers out	1,305,247	91,147	1,214,100	93%
TOTAL EXPENDITURES	\$ 1,686,567	\$ 314,110	\$ 1,372,457	81%
570 - Stormwater Operating Fund				
Charges for services	\$ 3,370,000	\$ 2,503,944	\$ 866,056	26%
Investment revenue	15,300	25,566	(10,266)	-67%
Transfers in	2,500,000	2,500,000	-	0%
TOTAL REVENUES	\$ 5,885,300	\$ 5,029,510	\$ 855,790	15%
Personnel services	\$ 270,080	\$ 159,445	\$ 110,635	41%
Materials and services	763,557	375,297	388,260	51%
Capital outlay	50,791	9,950	40,841	80%
Debt service	679,200	616,907	62,293	9%
Transfers out	3,550,672	1,501,289	2,049,383	58%
TOTAL EXPENDITURES	\$ 5,314,300	\$ 2,662,888	\$ 2,651,412	50%

City of Wilsonville - SDC Fund Summaries Reporting Month: MAR FY 2021

	Current Year Budget	Year to Date Activity	Remaining Balance	Remaining %
336 - Frog Pond Development				
Licenses and permits-West Hills	\$ 594,839	\$ 838,130	\$ (243,291)	-41%
Licenses and permits-Pahlisch	714,270	-	714,270	100%
Investment revenue	9,000	6,393	2,607	29%
TOTAL REVENUES	\$ 1,318,109	\$ 844,523	\$ 473,586	36%
Materials and services	\$ 9,240	\$ 3,275	\$ 5,965	65%
TOTAL EXPENDITURES	\$ 9,240	\$ 3,275	\$ 5,965	65%
346 - Roads SDC				
System Development Charges	\$ 2,493,198	\$ 1,102,271	\$ 1,390,927	56%
Investment revenue	85,500	53,365	32,135	38%
TOTAL REVENUES	\$ 2,578,698	\$ 1,155,635	\$ 1,423,063	55%
Materials and services	\$ 40,260	\$ 20,368	\$ 19,892	49%
Transfers out	8,130,655	336,445	7,794,210	96%
TOTAL EXPENDITURES	\$ 8,170,915	\$ 356,813	\$ 7,814,102	96%
396 - Parks SDC				
System Development Charges	\$ 683,311	\$ 364,915	\$ 318,396	47%
Investment revenue	46,000	33,869	12,131	26%
TOTAL REVENUES	\$ 729,311	\$ 398,784	\$ 330,527	45%
Materials and services	\$ 16,400	\$ 9,340	\$ 7,060	43%
Transfers out	4,415,206	2,500,234	1,914,972	43%
TOTAL EXPENDITURES	\$ 4,431,606	\$ 2,509,574	\$ 1,922,032	43%
516 - Water SDC				
System Development Charges	\$ 1,040,811	\$ 1,277,403	\$ (236,592)	-23%
Investment revenue	64,500	45,057	19,443	30%
TOTAL REVENUES	\$ 1,105,311	\$ 1,322,460	\$ (217,149)	-20%
Materials and services	\$ 25,180	\$ 12,345	\$ 12,835	51%
Transfers out	3,747,702	494,838	3,252,864	87%
TOTAL EXPENDITURES	\$ 3,772,882	\$ 507,183	\$ 3,265,699	87%
526 - Sewer SDC				
System Development Charges	\$ 884,015	\$ 267,223	\$ 616,792	70%
Investment revenue	56,200	59,222	(3,022)	-5%
TOTAL REVENUES	\$ 940,215	\$ 326,445	\$ 613,770	65%
Materials and services	\$ 21,410	\$ 8,379	\$ 13,031	61%
Transfers out	7,380,605	1,770,041	5,610,564	76%
TOTAL EXPENDITURES	\$ 7,402,015	\$ 1,778,420	\$ 5,623,595	76%
576 - Stormwater SDC				
System Development Charges	\$ 591,623	\$ 132,990	\$ 458,633	78%
Investment revenue	27,800	19,569	8,231	30%
TOTAL REVENUES	\$ 619,423	\$ 152,558	\$ 466,865	75%
Materials and services	\$ 5,580	\$ 2,821	\$ 2,759	49%
Transfers out	361,697	21,348	340,349	94%
TOTAL EXPENDITURES	\$ 367,277	\$ 24,169	\$ 343,108	93%

City of Wilsonville - URA Fund Summaries Reporting Month: MAR FY 2021

	Current Year Budget	Year to Date Activity	Remaining Balance	Remaining %
800 - Year 2000 Program Income				
Investment revenue	\$ 8,600	\$ 5,341	\$ 3,259	38%
Other revenues	150,000	114,746	35,254	24%
TOTAL REVENUES	\$ 158,600	\$ 120,087	\$ 38,513	24%
Materials and services	\$ 50,000	\$ 15,514	\$ 34,486	69%
TOTAL EXPENDITURES	\$ 50,000	\$ 15,514	\$ 34,486	69%
805 - Year 2000 Capital Projects				
Investment revenue	\$ 89,600	\$ 78,479	\$ 11,121	12%
TOTAL REVENUES	\$ 89,600	\$ 78,479	\$ 11,121	12%
Materials and services	\$ 631,260	\$ 400,224	\$ 231,036	37%
Capital outlay	9,435,473	73,111	9,362,362	99%
TOTAL EXPENDITURES	\$ 10,066,733	\$ 473,335	\$ 9,593,398	95%
807 - Year 2000 Debt Service				
Taxes	\$ 4,074,200	\$ 3,793,676	\$ 280,524	7%
Investment revenue	132,200	56,101	76,099	58%
TOTAL REVENUES	\$ 4,206,400	\$ 3,849,776	\$ 356,624	8%
Debt service	\$ 597,500	\$ 101,681	\$ 495,819	83%
TOTAL EXPENDITURES	\$ 597,500	\$ 101,681	\$ 495,819	83%
810 - Westside Program Income				
Investment revenue	\$ 1,800	\$ 1,180	\$ 620	34%
TOTAL REVENUES	\$ 1,800	\$ 1,180	\$ 620	34%
815 - Westside Capital Projects				
Investment revenue	\$ 17,700	\$ 4,589	\$ 13,111	74%
TOTAL REVENUES	\$ 17,700	\$ 4,589	\$ 13,111	74%
Materials and services	\$ 1,000,970	\$ 781,602	\$ 219,368	22%
TOTAL EXPENDITURES	\$ 1,000,970	\$ 781,602	\$ 219,368	22%
817 - Westside Debt Service				
Taxes	\$ 5,084,500	\$ 4,727,861	\$ 356,639	7%
Investment revenue	115,000	101,943	13,057	11%
TOTAL REVENUES	\$ 5,199,500	\$ 4,829,804	\$ 369,696	7%
Debt service	\$ 2,725,000	\$ 1,273,277	\$ 1,451,723	53%
TOTAL EXPENDITURES	\$ 2,725,000	\$ 1,273,277	\$ 1,451,723	53%
825 - Coffee Creek Capital Projects				
Investment revenue	\$ 17,900	\$ 6,745	\$ 11,155	62%
Transfers in	500,000	500,000	-	0%
TOTAL REVENUES	\$ 517,900	\$ 506,745	\$ 11,155	2%
Materials and services	\$ 102,000	\$ 27,810	\$ 74,190	73%
Capital outlay	2,658,737	187,503	2,471,234	93%
TOTAL EXPENDITURES	\$ 2,760,737	\$ 215,313	\$ 2,545,424	92%
827 - Coffee Creek Debt Service				
Taxes	\$ 318,700	\$ 295,429	\$ 23,271	7%
Investment revenue	7,400	1,820	5,580	75%
TOTAL REVENUES	\$ 326,100	\$ 297,249	\$ 28,851	9%
Debt service	\$ 778,000	\$ 639,382	\$ 138,618	18%
TOTAL EXPENDITURES	\$ 778,000	\$ 639,382	\$ 138,618	18%



MARCH 2021 MONTHLY REPORT

From the Director

Children's programs continued through the middle of the month before taking a break for staff to prepare for their upcoming presentation at the Oregon Library Association conference. During the break, Youth Services staff created "Take and Make" packets of activities that accompanied the pre-recorded Storytimes posted online. The Spring Break Reading Challenge ran from March 15-31 with all ages encouraged to read as many books as possible during the two week period; 50 people participated and logged over 450 books read. New this month was "1,000 Books Before Kindergarten," a program that encourages parents to read 1,000 books to their children before kindergarten starts. The Beanstack app, which was used for summer reading last year, will be used to track books. Teen programs included online gaming tournaments on two Friday evenings.

Adult programs in March celebrated Women's History Month with the PROFILES presentation about astronomer and Search for Extraterrestrial Intelligence (SETI) Institute co-founder Jill Tarter. English Conversation Groups, Article Club, and Book Club met as scheduled. February's postponed genealogy workshop "Why They Left, Where They Went, and What Their Journeys Reveal" with professional genealogist Pam Vestal was held, with over forty people signing up for the online program.

The Friends of the Wilsonville Library began accepting donations again for their bookstore "Twice Sold Tales". Community members can bring their unwanted books and videos and place them in the large green bin inside the library lobby. There is a donation limit of two bags per person, and receipts are available. The Friends plan to have a large book sale when the bookstore re-opens.

The Strategic Plan is moving forward with online focus groups. The consultant will meet with staff in April. The goal is to have all information needed by the end of May and a completed plan by the end of September.

The Wilsonville Public Library Foundation is currently unable to accept brick orders. The fall wildfires destroyed the brick engravers that the Foundation ordered from, so the Foundation is looking into other options.

Federal and State tax forms, as well as the Instruction Booklets for 1040 (Federal) are available in paper in the library lobby. Due to public safety concerns about COVID-19, library volunteers are unable to provide tax help this year.

A Re-Opening Committee comprised of library staff from all departments met throughout the month to discuss options and procedures for adding library services. The committee presented its recommendations to library management, who will develop a phased plan based on those recommendations.

New furniture for the library has been chosen and awaits a final decision by library management. We hope to have the new furniture by the end of June.

The LINCC Directors Group announced that all Libraries in Clackamas County (LINCC) libraries will continue with current circulation policies through June 30. This means that all physical items can be borrowed for 28 days, with no overdue fines accruing.

-Pat Duke, Library Director



March 2021 Parks & Rec Report

Director's Report:

This month I would like to acknowledge City Staff for showing compassion, dedication and incredible drive to get Wilsonville back in shape as quickly as possible following the recent ice storm. The Parks Crew worked countless hours to reopen parks since we realize how important they are to residents.

On the Parks and Recreation side of things, our Community Garden is 100% full and the Spring Fling Event series will be kicking off soon with a trillium drive-thru event on Thursday, April 8 from 4-6PM. The event series will also include a virtual film screening and discussion on "Kiss the Ground" April 15 7-9PM. Other virtual events this month on Facebook live include, Compost Tea Magic and Backyard Chickens, live at 10AM on April 17 and DIY Bee Hotel Making at 10AM on April 18. The Park Crew will be gearing up for WERK Week Volunteer Days April 19 -24, with pre-registration required. Finally, we are offering a Goat Petting event at Memorial Park on April 24 from 10AM-12PM, and a 55+ Drive-Thru event at the Community Center on Friday, April 16th from 1PM-2PM.

Zach and crew have worked diligently getting all City sports fields ready for play and the parks staff added some drainage to our new Dog Park. This will be my last City Manager report as I'm joining the retirement crowd. It's been an honor and pleasure to serve the residents of Wilsonville. This City is truly magical and I hope to stay around for most of the summer and hopefully visit in the future.

Thank you to my staff as they truthfully are the BEST!!

-Mike McCarty

Recreation Updates:

March Virtual Craft– Clover Wreath

Recreation Coordinator, Erica Behler offered a virtual craft tutorial on the morning of March 14. The tutorial showed participants how to make a clover wreath out of basic materials most folks probably have around their house. The department is trying to offer these virtual tutorials monthly, with a rotating offering of crafts. Each video saves to the 'video' tab on the Wilsonville Parks and Rec Facebook page, so that those who cannot attend live, can watch it at a later time.



Park Shelter Rentals – Now Open

Park shelter rentals opened to both Wilsonville residents, as well as those outside of Wilsonville. The current Oregon Health Authority restrictions on social gathering sizes (currently a maximum of 10 people permitted) are having an impact on the desirability of shelter rental.

April Virtual Tutorial—Create a Bee Hotel

Join Recreation Coordinator, Erica Behler for this Facebook Live crafting event. Bee hotels are a great way to attract pollinators to your backyard or vegetable garden. They attract solitary bees that live in nests; these bees are therefore less likely to sting because they are not protecting a hive. Participants can find a supply list on the Spring Fling Event Webpage at Wilsonville-ParksandRec.com/SpringFling
















Spring Fling 2021

April



Monday Tuesday Wednesday Thursday Friday Saturday Sunday



			8 FREE Trillium Drive-Thru Event 4 pm - 6 pm (or until supplies run out) Parks Admin Bldg. 	9	10 Vermicomposting 101 Stein Boozier Barn Pre-Registration Required Session 1: 10 am Session 2: 12 pm 	11 Self - Guided Nature Walk Packet and details available at website below 
12 Virtual Contest: Garden/ Plant Share (through Sunday 4/18) #WilsonvillePlantShare	13 Dazzling Dahlias: OSU Master Gardener Level Up Series 3pm - 4 pm	14 Community Garden Volunteer Day Community Garden 10 am - 12 pm Pre-Registration Required	15 Virtual Film Screening and Discussion: "Kiss the Ground" 7 pm - 9 pm 	16 55+ Spring Drive-Thru Event Community Center 1pm - 2pm	17 Virtual Tour: Compost Tea Magic and Backyard Chickens Facebook Live 10 am 	18 Virtual Craft: Bee Hotel Facebook Live 10am 
19 WERK Week Day 1 Pre-Registration Required  Virtual Contest: Earth Day Pledge (through Sunday 4/25) #WilsonvilleEarthDay	20 WERK Week Day 2 Pre-Registration Required 	21 WERK Week Day 3 Pre-Registration Required 	22 WERK Week Day 4 Pre-Registration Required 	23 WERK Week Day 5 Pre-Registration Required 	24 WERK Week Day 6 Pre-Registration Required  Goat Petting Event Memorial Park 10 am 	

Recreation Updates:

Vermicomposting Classes: The Parks and Recreation Department will be offering two in person vermicomposting classes in April. Each session is limited to 10 participants, and will take place in the Stein—Boozier Barn. The department is carefully following all Oregon Health Authority guidelines such as social distancing, and requiring all participants wear masks. The classes are being taught by one of our own Park Maintenance Specialists, Chris Delk.

Vermicompost 101

Saturday, April 10, Stein Barn

Session I: 10am - 11:30am, Session II: 12pm - 1:30 pm

Taught by: Chris Delk, Park Maintenance Specialist

- Spots are limited, pre-registration required
- Leave class with your very own worm kit
- Learn from friendly and knowledgeable Parks & Rec Maintenance team
- No prior experience necessary
- Register Online WilsonvilleParksandRec.com
Course #'s:
Session I: 9696
Session II: 9697

Vermicomposting 101 is designed to help people decide what kind of worm bin works for them. This class will illustrate different types of worm bed layouts, and how to maintain them for optimal use. We will be discussing what you can feed them and how often.

For example, using banana peels and coffee grounds to create fertilizer. Vermicomposting is a great way to reduce waste while creating a natural fertilizer that can be used indoors or outdoors. Furthermore, attendees will receive a starter pack of red wiggler worms and a small worm bin to get them up and going.



Recreation Updates:

WERK Week: Join Wilsonville Parks Maintenance staff for WERK Week volunteer days! Tasks may include invasive species removal, bark dusting, and others! Please note that each day of WERK week reports to a different park. While each day allows for 20 participants, please know that Parks staff will divide participants into 5 groups of 4 people to better allow for social distancing. Those in the same household will be placed together; however, masks must still be worn at all times. For those in a group with members outside of their household, tasks will be individualistic in nature and will not require close contact with others.



WERK Week Volunteer Days

April 19 - April 24

Join Wilsonville Parks Maintenance staff for WERK Week volunteer days! Tasks may include invasive species removal, bark dusting, and others! Please note that each day of WERK week reports to a different park. While each day allows for 20 participants, please know that Parks staff will divide participants into small groups to better allow for social distancing. Those in the same household will be placed together; however, masks must still be worn at all times. For those in a group with members outside of their household, tasks will be individualistic in nature and will not require close contact with others. Please wear a face mask, long pants, closed toe shoes, and bring gloves and water. Volunteers under the age of 18 will need a parent/guardian signature to participate.

Please register in advance, no walk-ups.

Register at WilsonvilleParksandRec.com/SpringFling

Day 1: Monday, April 19, 1 pm, Boones Ferry Park

Day 2: Tuesday, April 20, 4 pm, Murase Plaza

Day 3: Wednesday, April 21, 1 pm

Group 1: Town Center Loop East

Group 2: River Fox Park

Day 4: Thursday, April 22, 4 pm, Memorial Park

Day 5: Friday, April 23, 1 pm, Sofia & Palermo Park

Day 6: Saturday, April 24

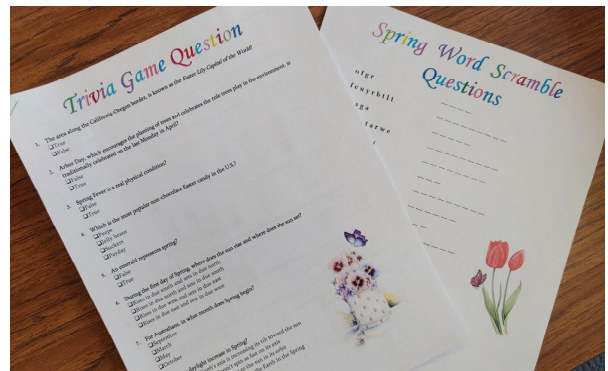
Session I: 9 am, Memorial Park

Session II: 12 pm, Murase Plaza



Community Center Updates:

- Fitness Specialist, Brad Moore, completed the 16 hour Postural Restorative Institute's (PRI) Myokinematic (Hips) Restoration Course. The course focused on how walking, standing, and sitting postural patterns can contribute to low back and spine pain. In addition, assessments and exercises were given that will help clients relieve discomfort or pain and to move in healthier way. Brad will begin to integrate the lessons learned virtually for now but the biggest impact will be when he is able to start seeing clients in person again.
- Community Center staff has been preparing for the Drive-Thru Event on April 16th. Staff has been creating a number of brain exercise activities including word scrambles and word finds. These activity pages will be included in the goodie bag at the event.



Board Highlights

Kitakata Sister City Advisory Board— The Kitakata Sister City Advisory board met in March to go over a number of topics. The board got to hear from the Japanese language teacher at Wilsonville High School, as well as learn about Shinrin Yoku. The board will be completing some local business outreach and research assignments over the coming month.

Korean War Memorial Foundation of Oregon – Korean War Interpretive Center Committee Members continue to refine the elements of the current 25% design. The current focus is on elements to be included in a large scale topographical map which will include important battles, landmarks and perimeter lines.

Parks and Rec Advisory Board – The Parks and Rec Advisory Board did not meet in March. The boards next meeting will be on April 8, where they will review applications for the Community Opportunity Grant, and finalize 2021 goals.

Wilsonville Community Seniors Inc. —The Board prepared St. Patrick's Day Cards that went out to all home-delivered meal clients. Additionally, the Board contributed Spring bookmarks that will go to the April drive-thru event attendees.



Park Updates:

Play Ball:

With the return of Spring weather the Parks Maintenance team has been busy diligently preparing the sports fields in Memorial Park for play. This involves a full team approach each year and the team is proud to have the fields back in playable condition while still in March.



Irrigation Controller Update:

The parks team irrigation work in March was focused on the conversion of all 3G wireless controllers. The process of converting the 3G controls to 4G is critical in the teams ability to manage water usage each summer. The team utilizes Rain Bird IQ, through the 4G network, to ensure that irrigation is only operated when needed.

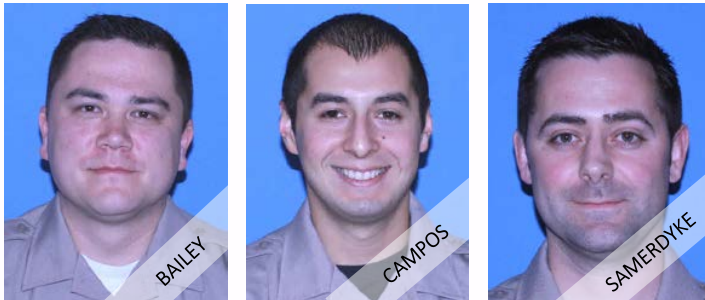




City of Wilsonville Police

March 2021

We had a change in officers serving Wilsonville during March. We welcomed Deputies Isaac Bailey, Matt Campos, and Michael Samerdyke. Deputies Zach Keirsey and Kate Wilson returned to the County, while Deputy Cory Hogg hired on in Washington State. Incidentally, Keirsey will be returning as our School Resource Officer when the 2021-2022 school year rolls around.



Wilsonville High School played its first football game of the season early in March. Our new School Resource Officer, Deputy Zach Keirsey, was able to attend. He will officially hold the position when the 2021-2022 school year begins.



After a short pursuit by Wilsonville Police, Michael Woods of Beaverton was arrested on March 19 for stealing a cash register from the Shari's restaurant in Wilsonville. He fled the scene in a Chevy Impala, which he later crashed into a parked car. He bailed from his vehicle on foot, leaving behind the stolen cash register, methamphetamine pipes, and a black cat. Former Wilsonville officer, Deputy Beth Mayer, nicknamed the cat Asher and took him to the VCA Animal Hospital in Clackamas. As of April Fools Day, Woods was still in custody at the Clackamas County Jail, charged with Theft I, Attempt to Elude, Failure to Perform the Duties of a Driver, and Parole Violation. Trial is set for May 14.



It was 1980-something

This picture surfaced in time for a Throwback Thursday during March. There's some debate on the picture's location, but we do know pictured is former Lieutenant Barbara Waggoner, then deputy, with former City Manager, Pete Wall.

WILSONVILLE MONTHLY ACTIVITY REPORT March 2021

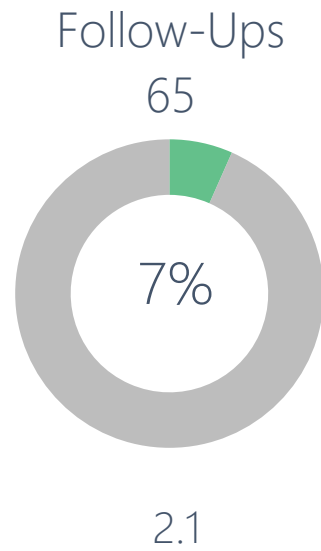
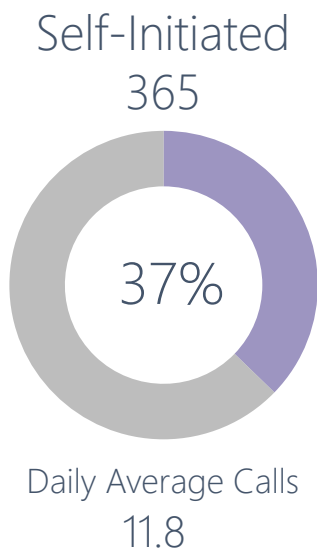
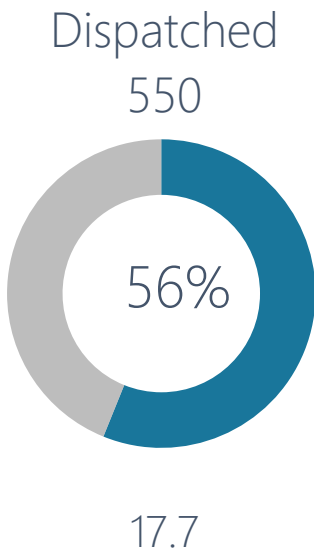
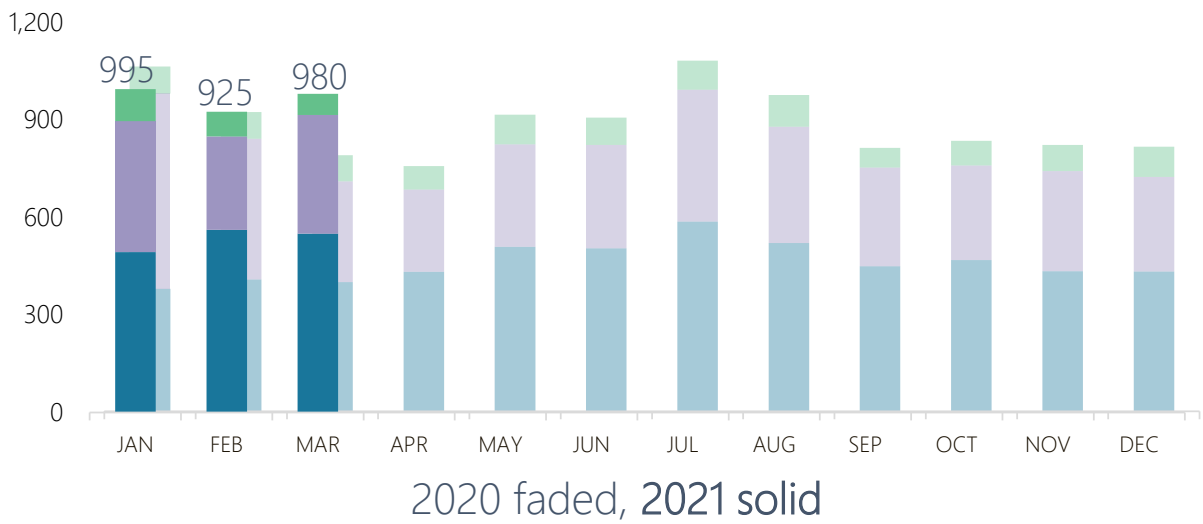


CITY OF WILSONVILLE POLICE DEPARTMENT
30000 SW Town Center Loop
Wilsonville, OR 97070

In Partnership with



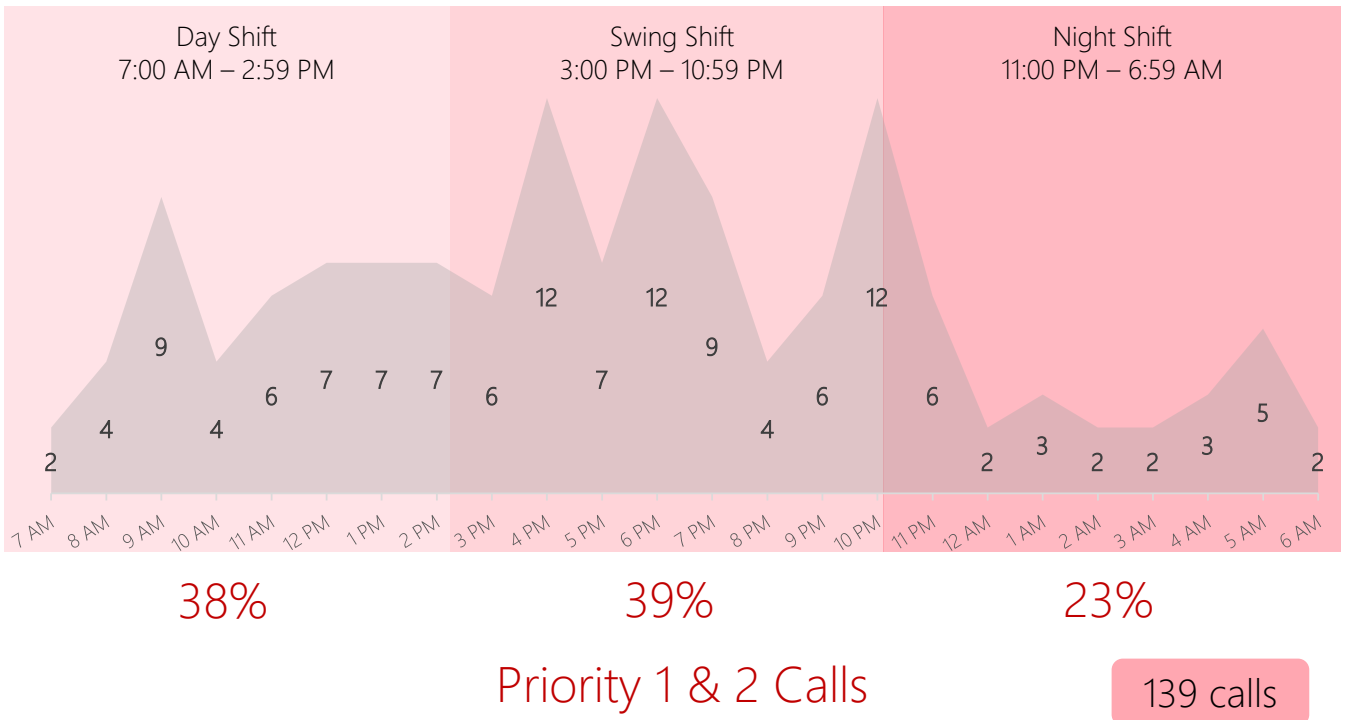
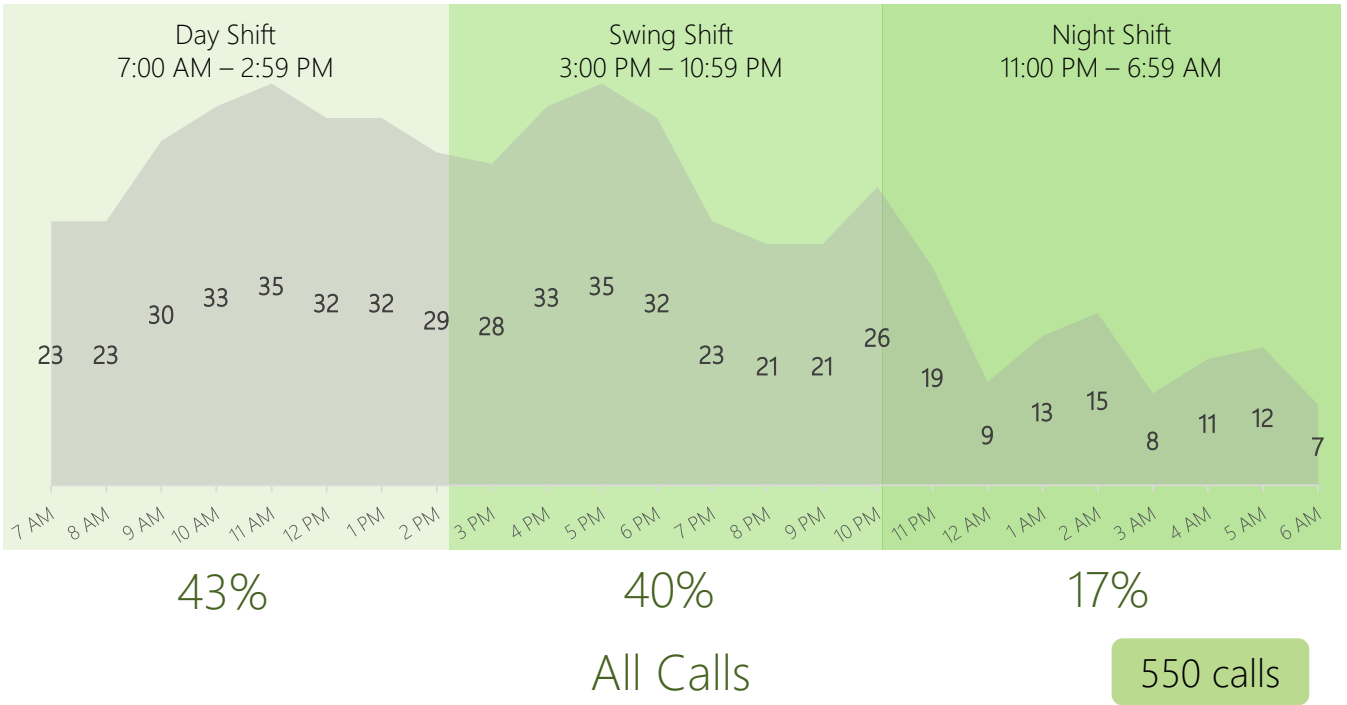
**Clackamas County
Sheriff's Office**



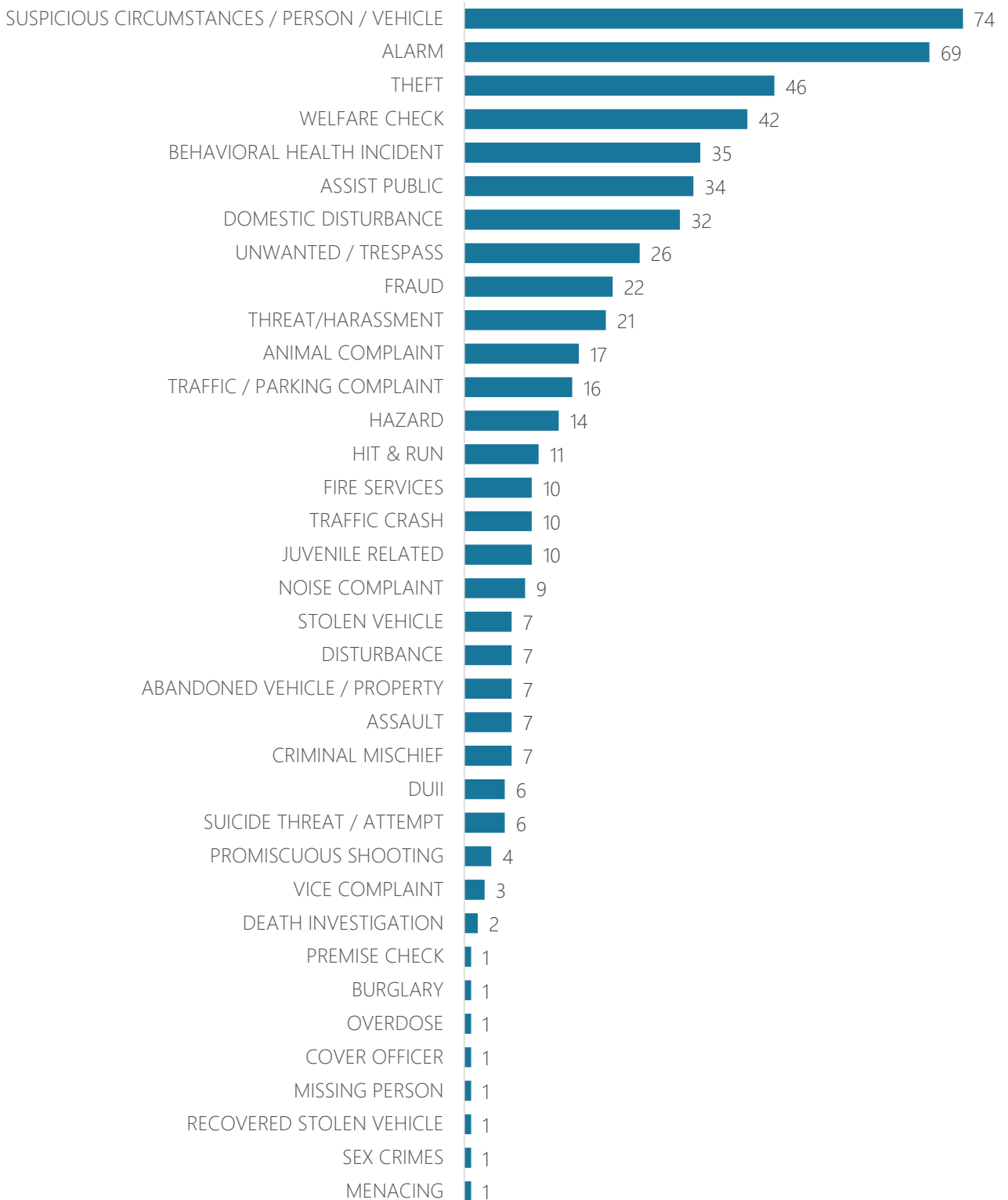
Median Hold & Response Times for Dispatched Calls

Duration Type	All Calls	Priority 1 & 2 Calls
Hold Duration (Input to Dispatch)	3:39	2:26
Response Duration (Dispatch to Arrival)	5:48	5:32

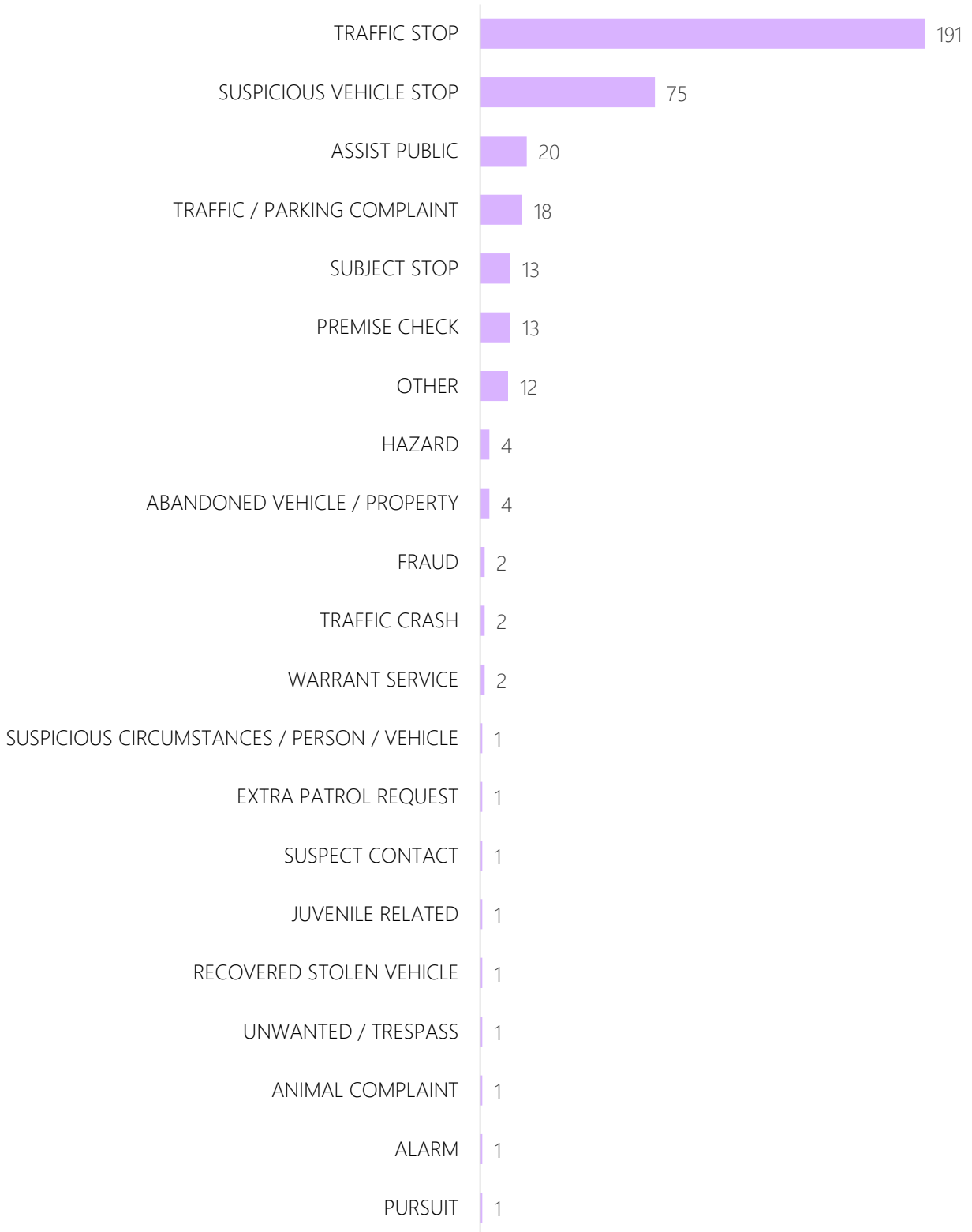
Dispatched Calls for Service Breakdown by Hour of Day & Shift Time Groupings (not actual breakdown of Wilsonville PD shift schedules)



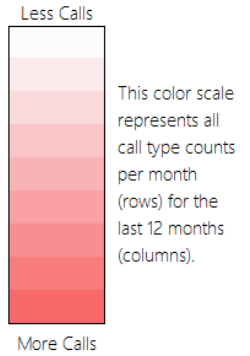
Dispatched Call Types



Self-Initiated Call Types

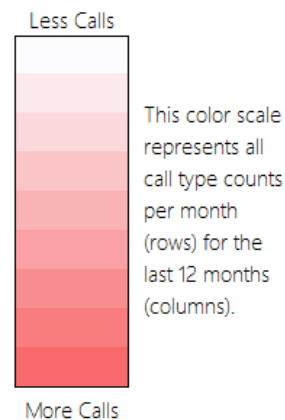


Dispatched Call Types	2020										2021			Rolling Monthly Average
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
ABANDONED VEHICLE / PROPERTY	17	11	18	14	20	16	10	10	6	7	10	12.2		
ALARM (3rd)	40	0	45	53	49	48	55	60	38	48	69	46.2		
ANIMAL COMPLAINT	6	0	18	26	26	11	18	10	18	13	17	15.3		
ARSON	0	0	0	0	0	1	0	0	0	0	0	0.1		
ASSAULT	4	0	4	4	7	1	4	2	2	4	7	3.5		
ASSIST PUBLIC (5th)	28	9	43	62	35	39	44	30	28	31	34	33.9		
BEHAVIORAL HEALTH INCIDENT	8	0	16	25	11	24	20	27	26	16	35	20.4		
BURGLARY	1	0	5	3	10	3	10	3	8	3	1	4.2		
COVER OFFICER	0	1	1	4	4	0	0	1	1	0	1	1.3		
CRIMINAL MISCHIEF	10	16	21	13	22	18	12	14	16	7	7	13.5		
DEATH INVESTIGATION	0	3	4	2	4	1	1	4	3	3	2	2.5		
DISTURBANCE	11	7	6	13	11	8	8	6	7	7	7	7.9		
DOMESTIC DISTURBANCE	21	31	35	23	27	17	32	22	25	35	32	27.8		
DUII	3	4	1	4	7	2	5	12	6	4	6	4.8		
EXTRA PATROL REQUEST	1	0	0	0	5	3	1	3	0	1	0	1.3		
FIRE SERVICES	2	0	7	5	7	2	10	9	7	3	10	5.8		
FRAUD	22	19	19	31	29	18	10	18	25	16	22	21.0		
HAZARD	5	4	3	5	6	5	10	7	9	4	14	6.4		
HIT & RUN	13	12	9	15	17	9	11	3	12	19	11	11.7		
JUVENILE RELATED	17	14	24	22	14	12	16	13	18	10	10	15.0		
LITTERING	0	1	1	3	0	2	0	0	0	1	0	0.7		
MARINE PATROL	1	0	0	0	1	0	0	0	0	0	0	0.2		
MENACING	1	0	0	0	1	2	3	0	0	0	1	0.9		
MINOR IN POSSESSION	1	1	1	1	1	0	1	2	0	0	0	0.7		
MISSING PERSON	5	5	6	1	4	3	2	3	6	7	1	4.0		
NOISE COMPLAINT	16	20	21	16	15	13	12	7	3	15	9	12.8		
OTHER	5	2	2	4	0	0	0	0	2	0	0	1.3		
OVERDOSE	0	0	2	1	0	1	0	0	1	2	1	1.0		
PREMISE CHECK	3	1	0	0	0	0	0	0	0	0	1	0.4		
PROMISCUOUS SHOOTING	3	1	0	0	3	0	1	1	0	1	4	1.2		
PROWLER	0	1	1	1	0	0	2	0	0	0	0	0.4		
PURSUIT	1	0	0	0	0	0	0	0	0	0	0	0.1		
RECOVERED STOLEN VEHICLE	2	5	3	2	1	1	1	2	1	3	1	1.8		
ROBBERY	0	1	1	1	0	1	2	0	0	1	0	0.6		
SEX CRIMES	3	1	0	4	3	1	4	2	4	0	1	2.0		
SHOOTING	0	0	0	0	1	0	0	0	1	0	0	0.2		
STOLEN VEHICLE	9	17	8	11	10	11	6	7	7	8	7	9.0		
SUBJECT STOP	0	1	0	0	0	0	0	0	0	0	0	0.1		
SUICIDE THREAT / ATTEMPT	14	8	10	11	14	13	9	13	9	13	6	10.7		
SUSPECT CONTACT	3	4	3	1	0	1	1	2	0	0	0	1.3		
SUSPICIOUS CIRCUMSTANCES / PERSON / VEHICLE (1st)	57	95	87	107	82	106	85	70	77	68	74	82.2		
THEFT (2nd)	75	66	51	64	48	57	49	39	47	46	46	52.1		
THREAT/HARASSMENT	29	22	32	23	21	20	18	23	20	16	21	22.1		
TRAFFIC / PARKING COMPLAINT	25	19	18	26	22	15	21	27	18	19	16	21.3		
TRAFFIC CRASH	6	8	13	15	14	8	12	15	17	9	10	11.8		
TRAFFIC STOP	0	0	0	1	0	0	0	0	0	0	0	0.1		
UNWANTED / TRESPASS	20	22	23	27	24	19	13	25	27	23	26	23.3		
VICE COMPLAINT	1	2	7	4	0	5	5	3	4	0	3	3.3		
VIOL. RESTRAINING ORDER	5	6	2	6	7	6	8	4	5	1	0	4.4		
WARRANT SERVICE	0	2	0	1	0	2	0	1	0	1	0	0.6		
WELFARE CHECK (4th)	28	40	40	58	50	20	37	27	22	28	42	36.4		
Grand Total	522	482	611	713	633	545	569	527	526	493	562	550	561.1	



*Top 5 dispatched call types in last 12 months in red

Self-Initiated Call Types	2020									2021			Rolling Monthly Average
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
ABANDONED VEHICLE / PROPERTY	7	1	1	4	5	7	5	9	6	2	5	4	4.7
ALARM	0	0	0	0	0	0	1	0	0	2	0	1	0.3
ANIMAL COMPLAINT	5	0	4	4	3	4	2	2	2	1	3	1	2.6
ASSAULT	0	0	0	0	0	0	0	0	0	1	0	0	0.1
ASSIST PUBLIC (4th)	22	8	26	19	33	28	21	24	22	21	16	20	21.7
BEHAVIORAL HEALTH INCIDENT	0	0	0	0	0	0	1	1	0	0	2	0	0.3
BURGLARY	0	0	0	0	0	0	0	0	0	1	0	0	0.1
CRIMINAL MISCHIEF	0	1	0	1	1	4	0	1	0	0	0	0	0.7
DEATH INVESTIGATION	0	0	0	0	0	0	1	0	0	0	0	0	0.1
DISTURBANCE	0	0	0	0	0	0	1	0	1	0	0	0	0.2
DOMESTIC DISTURBANCE	0	0	0	0	0	0	0	0	1	1	1	0	0.3
DUII	0	0	0	0	1	0	0	0	0	0	0	0	0.1
EXTRA PATROL REQUEST	3	4	2	3	3	0	0	7	0	1	1	1	2.1
FIRE SERVICES	1	0	0	0	0	0	0	1	0	1	0	0	0.3
FRAUD	0	0	2	2	3	3	1	0	0	2	2	2	1.4
HAZARD	1	0	1	3	3	4	1	5	2	4	19	4	3.9
HIT & RUN	1	0	0	0	0	1	0	0	0	0	0	0	0.2
JUVENILE RELATED	0	0	0	0	1	4	0	0	0	1	0	1	0.6
K9 REQUEST	0	1	0	1	1	0	0	0	0	2	1	0	0.5
MISSING PERSON	0	0	0	0	0	1	1	0	0	0	0	0	0.2
NOISE COMPLAINT	0	0	0	1	0	0	0	0	0	0	1	0	0.2
OTHER	5	2	5	1	2	8	2	6	2	4	2	12	4.3
PREMISE CHECK (3rd)	88	55	99	98	38	34	26	33	51	47	12	13	49.5
PURSUIT	1	0	0	0	1	0	0	0	0	1	0	1	0.3
RECOVERED STOLEN VEHICLE	4	2	0	1	0	1	0	1	3	1	0	1	1.2
SEX CRIMES	0	0	1	0	1	0	0	0	1	0	0	0	0.3
STOLEN VEHICLE	0	1	1	0	0	1	0	0	1	0	0	0	0.3
SUBJECT STOP (5th)	19	22	34	28	29	22	22	7	14	20	12	13	20.2
SUICIDE THREAT / ATTEMPT	0	1	0	0	0	0	0	1	0	0	0	0	0.2
SUSPECT CONTACT	5	1	3	4	4	1	0	3	0	3	1	1	2.2
SUSPICIOUS CIRCUMSTANCES / PERSON / VEHICLE	18	21	10	19	13	8	6	6	4	7	5	1	9.8
SUSPICIOUS VEHICLE STOP (2nd)	60	51	58	103	78	75	94	96	83	84	51	75	75.7
THEFT	2	2	3	2	1	2	1	0	1	1	1	0	1.3
THREAT/HARASSMENT	1	0	0	0	0	0	1	0	1	0	0	0	0.3
TRAFFIC / PARKING COMPLAINT	8	11	9	10	15	16	10	11	6	10	7	18	10.9
TRAFFIC CRASH	1	1	1	2	0	1	1	2	2	0	0	2	1.1
TRAFFIC STOP (1st)	53	183	122	188	199	146	154	155	152	184	143	191	155.8
UNWANTED / TRESPASS	2	1	1	0	0	0	0	1	0	0	0	1	0.5
VICE COMPLAINT	1	0	0	0	1	0	0	0	0	0	0	0	0.2
VIOL. RESTRAINING ORDER	0	0	0	0	0	0	1	0	0	0	0	0	0.1
WARRANT SERVICE	1	0	3	1	1	0	1	1	0	0	0	2	0.8
WELFARE CHECK	0	1	3	1	0	0	1	3	0	1	2	0	1.0
Grand Total	309	370	389	496	437	371	355	376	355	403	287	365	376.1



*Top 5 dispatched call types in last 12 months in red

Dispatched Call Types

Dispatched Call Type	March			
	2020	# Diff.	% Diff.	2021
TRAFFIC / PARKING COMPLAINT	9	21	233%	30
DEATH INVESTIGATION	1	2	200%	3
VIOL. RESTRAINING ORDER	1	2	200%	3
UNWANTED / TRESPASS	13	17	131%	30
BEHAVIORAL HEALTH INCIDENT	18	19	106%	37
WELFARE CHECK	24	21	88%	45
HAZARD	3	2	67%	5
FRAUD	16	7	44%	23
SUSPICIOUS CIRCUMSTANCES / PERSON / VEHICLE	55	23	42%	78
TRAFFIC CRASH	11	3	27%	14
VICE COMPLAINT	4	1	25%	5
CRIMINAL MISCHIEF	5	1	20%	6
DOMESTIC DISTURBANCE	32	1	3%	33
THEFT	36	1	3%	37
DUII	3	0	No change	3
OTHER	1	0	No change	1
SUICIDE THREAT / ATTEMPT	8	0	No change	8
THREAT / HARASSMENT	20	0	No change	20
ANIMAL COMPLAINT	22	-1	-5%	21
ALARM	52	-3	-6%	49
ABANDONED VEHICLE / PROPERTY	11	-1	-9%	10
HIT & RUN	10	-1	-10%	9
FIRE SERVICES	8	-1	-13%	7
MISSING PERSON	6	-1	-17%	5
STOLEN VEHICLE	9	-2	-22%	7
ASSAULT	4	-1	-25%	3
ASSIST PUBLIC	36	-12	-33%	24
DISTURBANCE	8	-4	-50%	4
SEX CRIMES	2	-1	-50%	1
JUVENILE RELATED	23	-13	-57%	10
BURGLARY	7	-4	-57%	3
NOISE COMPLAINT	17	-11	-65%	6
MINOR IN POSSESSION	4	-4	-100%	0
PROMISCUOUS SHOOTING	2	-2	-100%	0
PROWLER	2	-2	-100%	0
RECOVERED STOLEN VEHICLE	2	-2	-100%	0
WARRANT SERVICE	1	-1	-100%	0
COVER OFFICER	0	2	NC	2
EXTRA PATROL REQUEST	0	1	NC	1
MENACING	0	3	NC	3
OVERDOSE	0	4	NC	4
Grand Total	486	64	13%	550

Increase

Decrease

NC = Not Calculable. A percentage difference is not calculable when the older value equals 0, as the newer value cannot divide into 0.

Self-Initiated Call Types

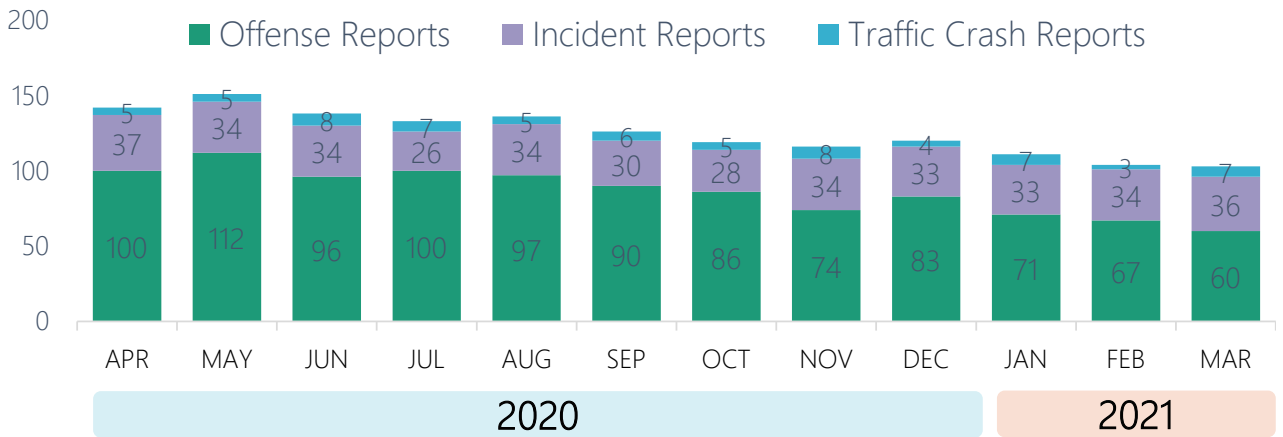
Self-Initiated Call Type	March			
	2020	# Diff.	% Diff.	2021
OTHER	4	8	200%	12
FRAUD	1	1	100%	2
TRAFFIC CRASH	1	1	100%	2
TRAFFIC / PARKING COMPLAINT	10	8	80%	18
SUSPICIOUS VEHICLE STOP	52	23	44%	75
HAZARD	3	1	33%	4
ASSIST PUBLIC	16	4	25%	20
TRAFFIC STOP	161	30	19%	191
SUBJECT STOP	12	1	8%	13
RECOVERED STOLEN VEHICLE	1	0	No change	1
ABANDONED VEHICLE / PROPERTY	5	-1	-20%	4
WARRANT SERVICE	3	-1	-33%	2
ANIMAL COMPLAINT	2	-1	-50%	1
JUVENILE RELATED	2	-1	-50%	1
SUSPECT CONTACT	5	-4	-80%	1
SUSPICIOUS CIRCUMSTANCES / PERSON / VEHICLE	5	-4	-80%	1
PREMISE CHECK	83	-70	-84%	13
DUII	1	-1	-100%	0
HIT & RUN	2	-2	-100%	0
K9 REQUEST	1	-1	-100%	0
SEX CRIMES	3	-3	-100%	0
THEFT	1	-1	-100%	0
THREAT/HARASSMENT	2	-2	-100%	0
WELFARE CHECK	2	-2	-100%	0
ALARM	0	1	NC	1
EXTRA PATROL REQUEST	0	1	NC	1
PURSUIT	0	1	NC	1
UNWANTED / TRESPASS	0	1	NC	1
Grand Total	378	-13	-3%	365

Increase

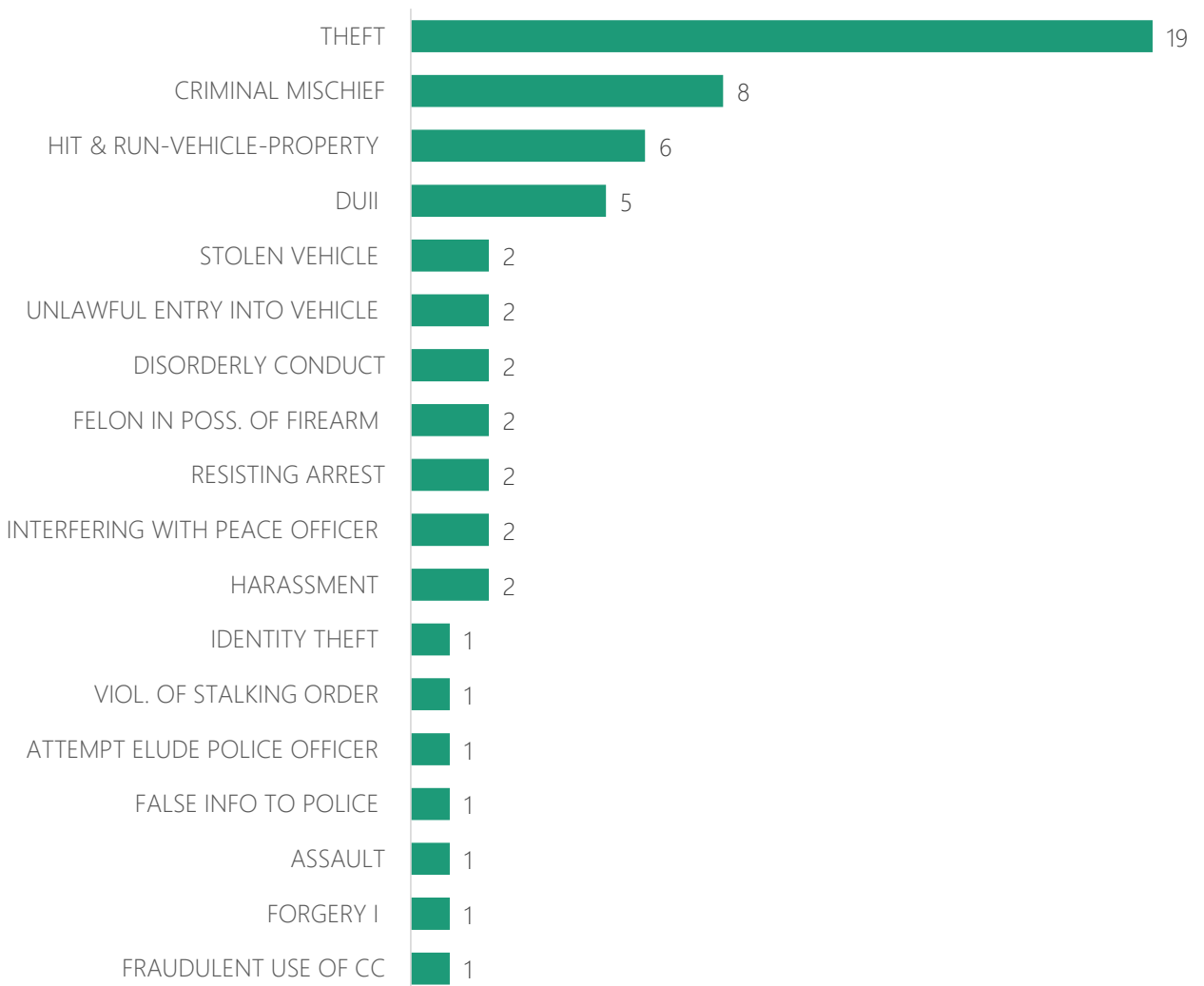
Decrease

NC = Not Calculable. A percentage difference is not calculable when the older value equals 0, as the newer value cannot divide into 0.

Monthly Reports Written

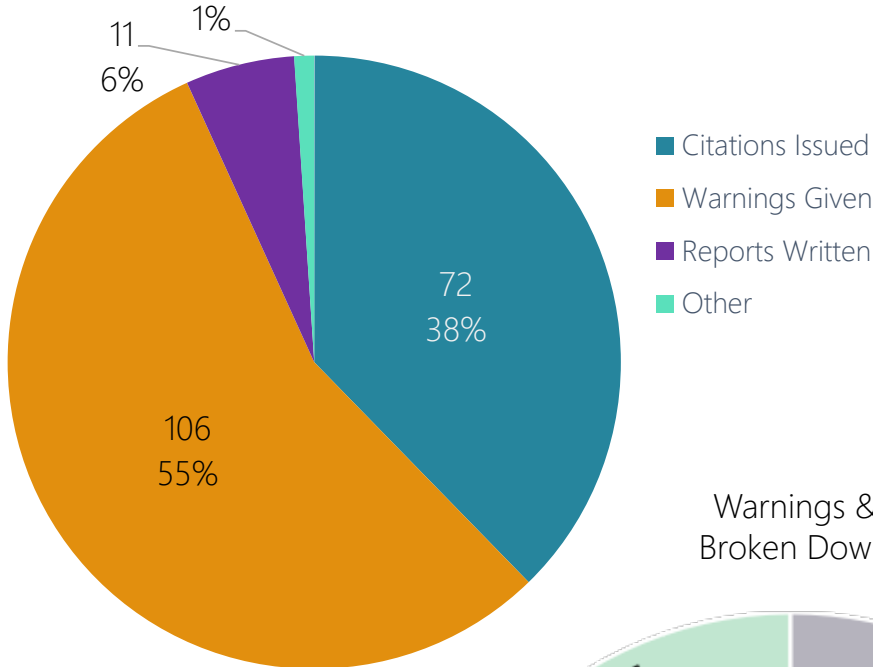


Offense Reports Written Breakdown by Top Charge



In March 2021, **191** traffic stops were made within the city limits, resulting in **72** citations issued, **106** warnings given, and **11** offense/incident reports created. Of the **72** citations issued, **103** violations were included (see next slide).

2 Traffic Stop Dispositions Types

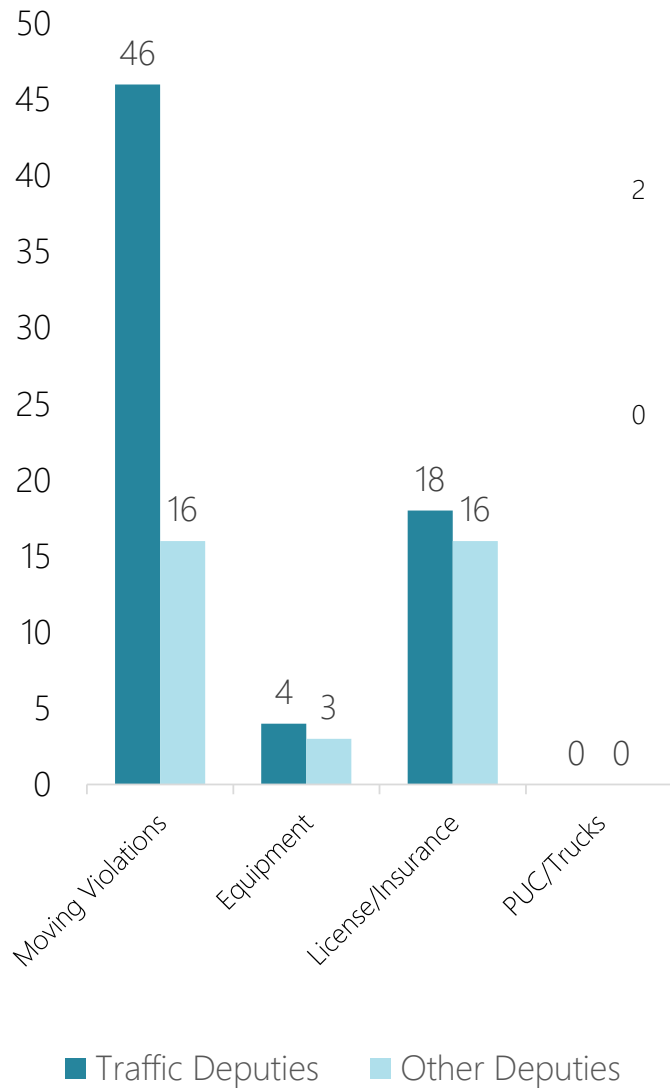


Warnings & Citations Issued Broken Down by Deputy Type

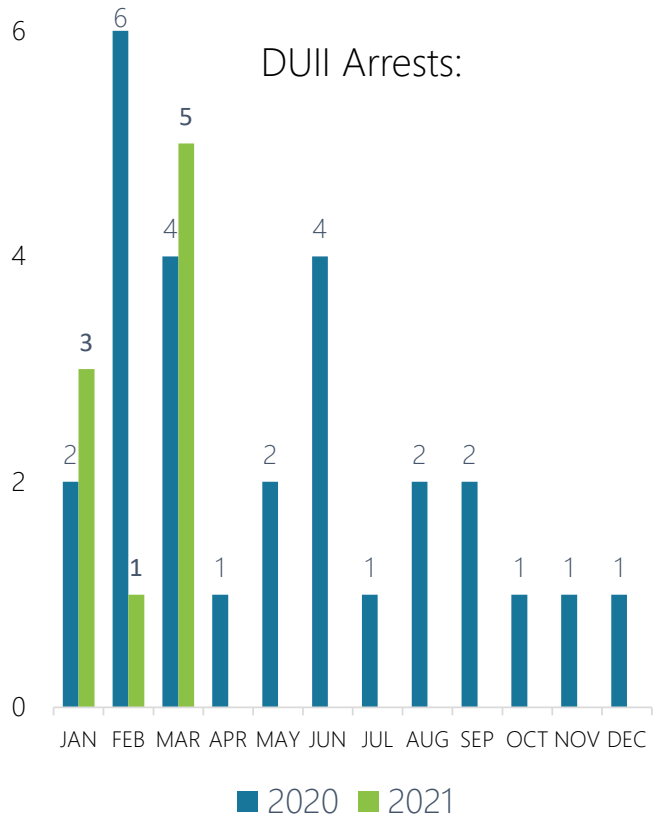


Citation Types Issued:

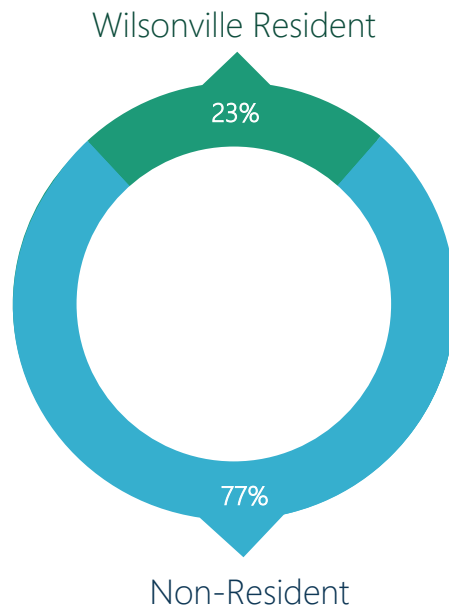
Of the **72** citations issued, **103** violations were included in the following types:



DUII Arrests:

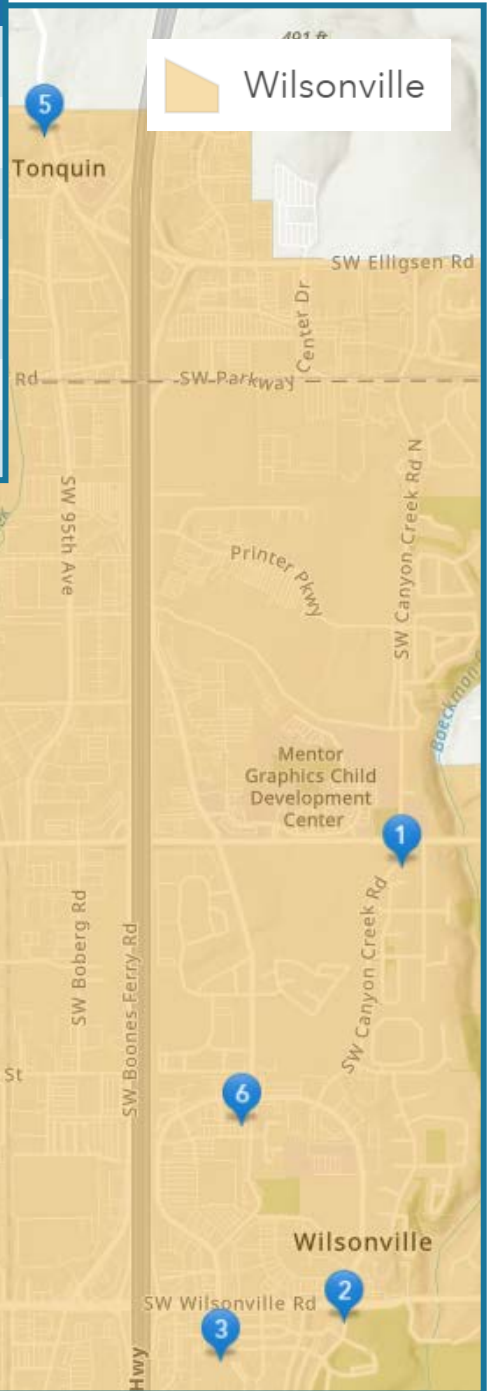


Driver's Residency of Traffic Stop Subject (according to DL):



Map of Traffic Crash Reports

Map #	Case	Date	Address
1	21-004509	Mar 3	SW BOECKMAN ROAD & SW CANYON CREEK
2	21-004593	Mar 4	SW WILSONVILLE RD & SW TOWN CENTER LOOP E
3	21-004885	Mar 8	SW TOWN CENTER LOOP W & SW MAIN ST
4	21-005787	Mar 21	SW BARBER ST & SW KINSMAN RD
5	21-006146	Mar 26	SW BOONES FERRY RD & SW DAY RD
6	21-006235	Mar 27	TOWN CENTER LOOP W
7	21-006528	Mar 31	SW WILSONVILLE RD & SW BROWN RD





MARCH 2021 MONTHLY REPORT

From The Director's Office:

Federal Emergency Management Agency (FEMA) has a Public Assistance (PA) Program which provides supplemental grants to state, tribal, territorial, and local governments, to help communities quickly respond to and recover from major disasters or emergencies. FEMA also encourages protection of these damaged facilities from future events by providing assistance for hazard mitigation measures during the recovery process.

Anticipating there might be financial support for the February severe weather event, staff diligently tracked expenditures associated with our response and recovery efforts. Employees used the Work Order module of our asset management software to collect staff hours—regular and overtime, usage hours of associated equipment and costs of contractor work.

In late February, the City provided our preliminary estimates to Clackamas County as our Initial Damage Assessment (IDA). The County combined our expenses with other county agencies to determine if disaster expenditures within the county met their PA financial threshold of \$1.5 million for a FEMA declaration. The State threshold is \$6.5 million. As of early March, the damage estimate for jurisdictions in Clackamas County was just over \$14 million which is well above the required minimum.

The next step in the program was for the City to meet with representatives from FEMA Region 10 and Oregon Emergency Management Department to update, review and verify the submitted cost information to establish firm numbers for our Preliminary Damage Assessment (PDA) to qualify for a disaster declaration request. Since the IDA submittal, the City collected additional data for the costs associated with volunteer hours, debris disposal, repair of the pavement and curbs at the debris drop-off site, replacement of lost traffic cones and restoration of damaged street trees which we added to our PDA. We submitted documentation for expenses totaling \$713,562. FEMA will review the submittals and determine what expenses are eligible for reimbursement as we move through the process.

Stay Tuned.



Best Regards,

Delora Kerber, Public Works Director

Utilities—Water

Out with the Old, In with the New

Water meters give less accurate readings over time due to wear and deterioration of internal components. Studies conducted in the water industry recommend that residential meters be replaced every 15 to 20 years. In preparation for annual water replacements, the crew makes a pass through a given neighborhood with a hydro excavation trailer and cleans out all meter boxes. Then they come back through the area to replace the meters and if necessary, the meter boxes. In addition to replacing residential meters, the crew took advantage of Spring Break and school being closed to replaced a 3" water meter at Boeckman Creek Primary School, which was originally installed in 1989.



Chad assists Sam in the vault



Sam performs a meter replacement

The Water crew also performed a round of inspections of all of the utility vaults containing large water meters. The vaults are first pumped down to remove water that has infiltrated through the lid. They are then inspected to evaluate the structure and function of the vault. If any repairs are necessary, they are recorded with a future work order in our asset management software.



Chad cleaning vault

Utilities—Water Cont.

Whoops, there goes the Fire Hydrant

Much of the work that the Water division has to perform is reactive, whether it be responding to customer concerns or repairing a leak. This month the crew dropped everything to replace a fire hydrant located in a loading dock area off of 95th that had been knocked down by a semi-truck and trailer.



Broken hydrant



Installing a new hydrant

The fire hydrants in Wilsonville are 'dry barrel' fire hydrants. This type of hydrant has a valve that is located underground, which prevents freezing in cold temperatures and water loss when hit by a vehicle. By design, the top of the hydrant breaks off - no dramatic geyser of water shooting up in the air. Often, a hit hydrant can be easily repaired but in this case it required a full replacement. With the combination cleaning truck, the Water crew efficiently excavated the old hydrant and installed a replacement.

Utilities—Wastewater

Visiting the Hot Spots

The Wastewater division continues to perform routine cleaning of the collections system. The crew is currently working their way through Charbonneau. Each month, staff revisit a few locations that are designated as “hot spots” which require more frequent cleaning or flushing in order to keep everything flowing correctly.



Flushing the sewer line

Welcome Randy!



Randy Burnham

The Utilities division is happy to welcome Randy Burnham to the team! Randy has worked for the City since 2019 as a member of the Stormwater Division. He is currently taking online classes at Clackamas Community College to pursue a degree in Water and Environmental Technology. When a position opened up in the Utilities Division, Randy transferred into the role to perform work that is more in line with the topics that he is studying in school.

Randy’s primary duty with the Utilities Division will be operation and maintenance of the sewer collections system but he will also receive some cross training from the Water crew to round out his skills working with underground utilities.

Facilities

It was Rigged

This month, the Facility crew fell back from emergency response mode and focused on the City facility grounds clean up after the February ice storm. Several mature trees near the Public Works & Police building suffered severe damage, the worst requiring removal with the help of a contracted trees service and a large crane.



Contractors set the rigging

Tree service crewmembers climbed the trees to set the rigging, climbed back down, and cut the trunk as the crane lifted the section of tree. The crane placed it on the pavement where the Facilities staff relocated it to a safe distance using a small excavator. Staff used chainsaws and a wood chipper to process the trunk and limbs, making room for the next section. In total three large maple trees were removed.

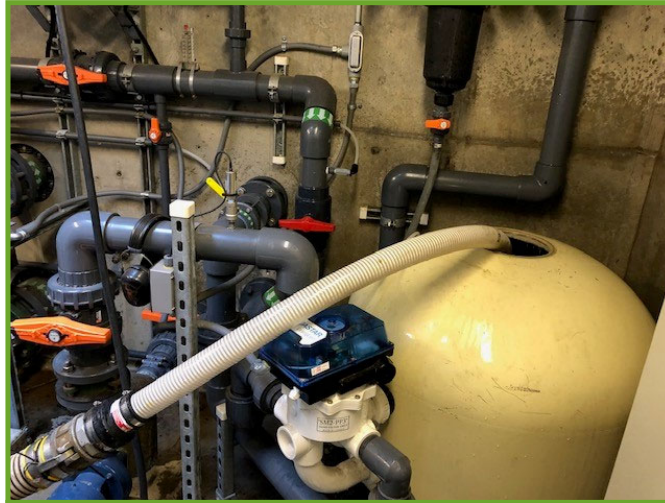


Crane removing trunk

Facilities—Cont.

Suiting Up and Heading Down

Facilities and Parks Maintenance crews performed maintenance on the water features since the systems have been sitting idle for over a year and a half. Crews found the jet pump at the Town Center Water feature in need of replacement as well as the need to replace the filter sand in all three of the sand filters. Once crews managed to get the system fired up and moving water, an extensive cleaning of the skimmer baskets and surge tanks was necessary.



Replacing the filter media

The surge tanks are located underground and maintenance is considered 'confined space entry', requiring a unique safety protocol. Staff must set up cones and barricades, and use a davit arm with a rescue winch to tie in the crewmember. Gas monitoring and forced fresh air are used when accessing the surge tank.



Preparation and entering an underground confined space

Roads

All is Clear on Jobsey Lane

After the Roads crew completed clean up and removal of hazardous tree limbs on the roadways, the Parks department needed assistance with clearing more trees. Jobsey Lane, the trail connecting Arrowhead Creek Park and Brown Road, had several downed trees and a significant amount of large debris blocking the trail. The Roads and Stormwater crew worked alongside Parks staff using several pieces of heavy equipment, to clear the trail.



Trees down on trail



All clear—access restored!

Citizens can now safely access the park from the neighborhoods on Brown Road and resume their favorite outdoor activities.

Stormwater

Checking It Out—Streetlights

After the severe winter weather in February, inspecting the condition of the City's streetlights was a top priority for March. Stormwater staff conducted a city-wide inspection of all streetlights. Problem streetlights are most readily identified in dark conditions, requiring a very early start to the workday around 3AM. All the city-maintained streets were driven and any streetlights requiring repair were recorded, from complete pole replacement to just swapping out a bulb. A total of 73 streetlights were reported to PGE for service and repairs.



Damaged light pole

Colored ribbons, seen in the pictures below, indicate what kind of repair needs to happen—pink means that the light is out and green means that it flickers or stays on during the day. PGE uses these when they perform repairs, which typically take place in the evening after normal business hours.



Pink means "out"



Green means "day burner"

PROJECT UPDATE

[CLICK HERE FOR FULL MAP](#)



Willamette Water Supply

Our Reliable Water Future

Raw Water Facilities (RWF)

March 22, 2021

Dear Neighbor,

We're making steady progress building the [Willamette Water Supply Program Raw Water Facilities](#) project. Please take a moment to read this month's construction update below.

Please forward this email to your friends and neighbors. It is easy to [sign-up or update your preferences](#) or [unsubscribe from this list](#) at any time.



Heads Up! Construction Activities

Thank you for your patience with our team's construction nearby.

The Raw Water Facilities (RWF) Team is working hard to complete the project safely and on time. The seismic riverbank earthwork portion of the project – to prevent the water treatment plant from being damaged in an earthquake – is highly specialized underground work. At times, the construction team runs into soil conditions requiring extra effort and time. Please be aware we are providing the best available construction schedule information that we have in our monthly updates. We will let you know as soon as possible when the schedule changes.

Willamette Water Supply—Raw Water Facility

To keep the public safe, bicyclists and pedestrians are prohibited from entering the construction sites.

UPPER SITE

The RWF team anticipates the **Arrowhead Creek trenchless crossing** activities through fall 2021. Work includes building and excavating the launch and receiving shafts through spring 2021 and the trenchless pipeline crossing beginning mid-April through mid-June. This work requires large cranes, excavation equipment and increased truck traffic.

Installation of new water and sewer utilities in Arrowhead Creek Lane and connections of these new lines to the existing utilities in Brockway Drive will begin March 17 and continue through early summer. The utilities will serve the new electrical building. This work may require intermittent bike path closures to keep the public safe. This work will be noisy.

The **installation of a large underground vault**, in the NW corner of the upper site to hold a large meter and valves, is anticipated to begin at end of March and will be complete in spring 2021. This work requires excavation equipment and increased truck traffic. This is a concrete vault that will require carpenters to build form work. Hammering and lumber sawing noises should be expected.

LOWER SITE

The **seismic riverbank reinforcement earthwork** will increase and continue through mid-summer. Noise and large truck traffic through the park may increase through completion. The deep soil mixing component of the project is complete; removing the deep soil mixing drill rigs will be noisy and will increase activity at the site. The removal of this equipment will be complete this summer.

New 66" diameter water pipeline installation through the park is anticipated to begin this spring and will continue through spring 2022. As planned and approved (by the City of Wilsonville), the **FULL PARK CLOSURE** is anticipated to begin as early as June 1 through fall 2021 to facilitate water pipeline installation and to keep the public safe. The Brockway Drive and Ice Age Trail access into the park will be closed with fencing and signage during this closure. All access paths into the park will be closed during this full park closure.

We will post signs and mail information to nearby neighbors in advance of this full park closure.

Willamette Water Supply—Raw Water Facility

Steve is our onsite inspector who is monitoring noise and vibration levels and addressing noise and vibration concerns. You can reach Steve at 239-292-4748 (cell) or steve.clapper@twwd.org.



Learn More About the Raw Water Facilities Project

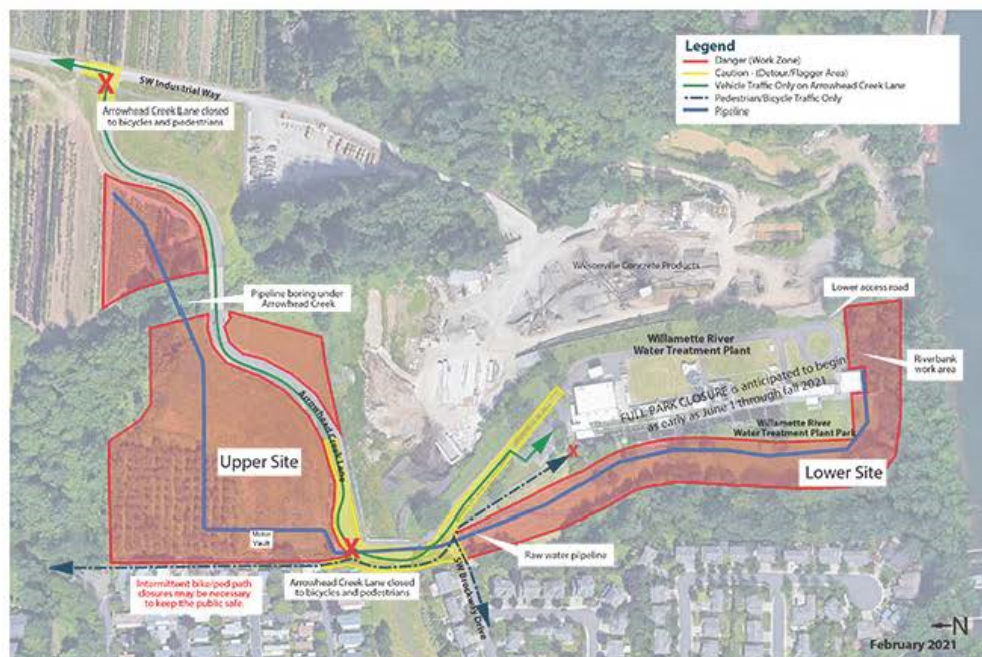
Project Overview

In coordination with the [City of Wilsonville](#), the Willamette Water Supply Program team is building improvements in and around the Willamette River Water Treatment Plant in Wilsonville. Construction is underway and expected to take four years. Improvements include:

- an improved pump station
- a seismically reinforced Willamette Riverbank
- increased water intake capacity
- a new electrical building
- a new raw water pipeline
- park restoration after construction

Willamette Water Supply
Our Reliable Water

Raw Water Facilities



Willamette Water Supply—Raw Water Facility

Project Schedule

- **Phase 1 Construction Projected Completion:** February 2022
- **Seismic Ground Improvements:** July 2020-June 2021
- **FULL PARK CLOSURE** is anticipated to begin as early as June 1 through fall 2021
- **Landscape Restoration Complete:** January 2022
- **Phase 2 Construction Projected Start:** Spring 2022

Do you have questions? Please contact:

Marlys Mock

Communications Supervisor

marlys@tvwd.org | 503-941-4563

[Learn More About the Raw Water Facilities Project](#)

[Learn More About the Willamette Water Supply Program](#)



SMART

SOUTH METRO AREA  REGIONAL TRANSIT

March 2021 Report

More precious than diamonds or gold, rarer than the mineral Painite, and sometimes harder to locate than the proverbial needle in a haystack, is the coveted good reputation. A tangible asset that took many years to win and many more to keep. A good reputation can be lost in the blink of an eye, never again to make its presence known in your lifetime. Why then do so many of us play loose and light with something so incredibly invaluable and irreplaceable? George Washington is credited with saying, *“Associate with individuals of good quality if you esteem your own reputation; for it is better to be alone than to be in bad company.”* The message here is that if you care at all about your good reputation, you must be mindful of the company you keep.

Protecting your good name is a lifetime charge. Benjamin Franklin suggested, *“It takes many good deeds to build a good reputation, and only one bad one to lose it.”* Might I then suggest that you safeguard your reputation with a similar vigilance employed by the federal government in protecting the United States Bullion Depository? Yes, your good reputation is more valuable than all the gold in Fort Knox.

Dwight Brashear
Transit Director



Fleet Services– Scott Simonton Fleet Services Manager

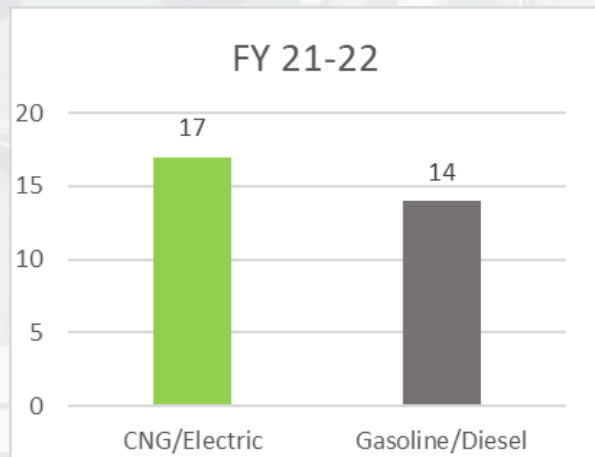
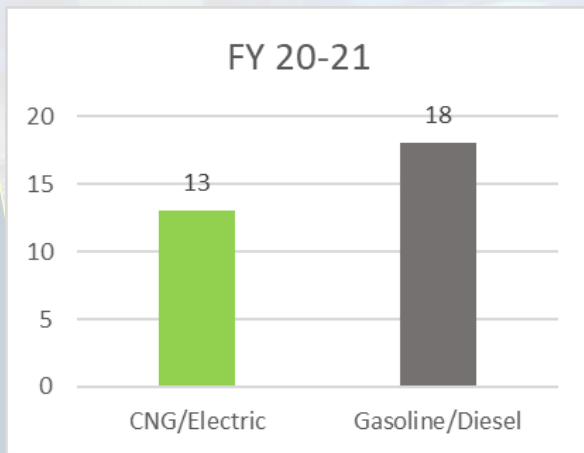
Goal to become a 100% alternatively fueled bus fleet

SMART has set a goal to become a 100% alternatively fueled bus fleet. Our vehicle acquisitions, and corresponding vehicle disposals have made significant headway toward this goal.

With the addition of a third electric bus later this year, and the expansion of our CNG fueling capability, we are on track to cross the threshold of 50% alternatively

fueled vehicles in fiscal year 21-22. Expanding fueling infrastructure is a key piece of the puzzle. Plans are in place to double the number of electric bus chargers, and to nearly triple the capacity of our CNG fueling station. Both of these infrastructure projects are planned for later this summer.

Currently, our target for reaching 100% alternative fuel use is 2026.



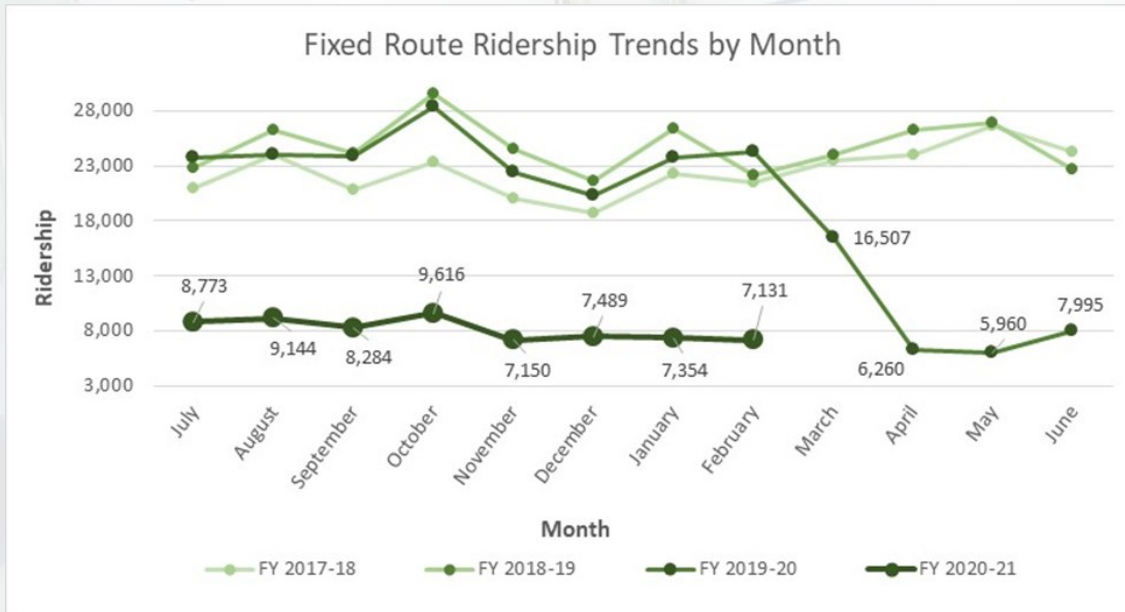
Operations - Eric Loomis Operations Manager

SMART Program of Projects

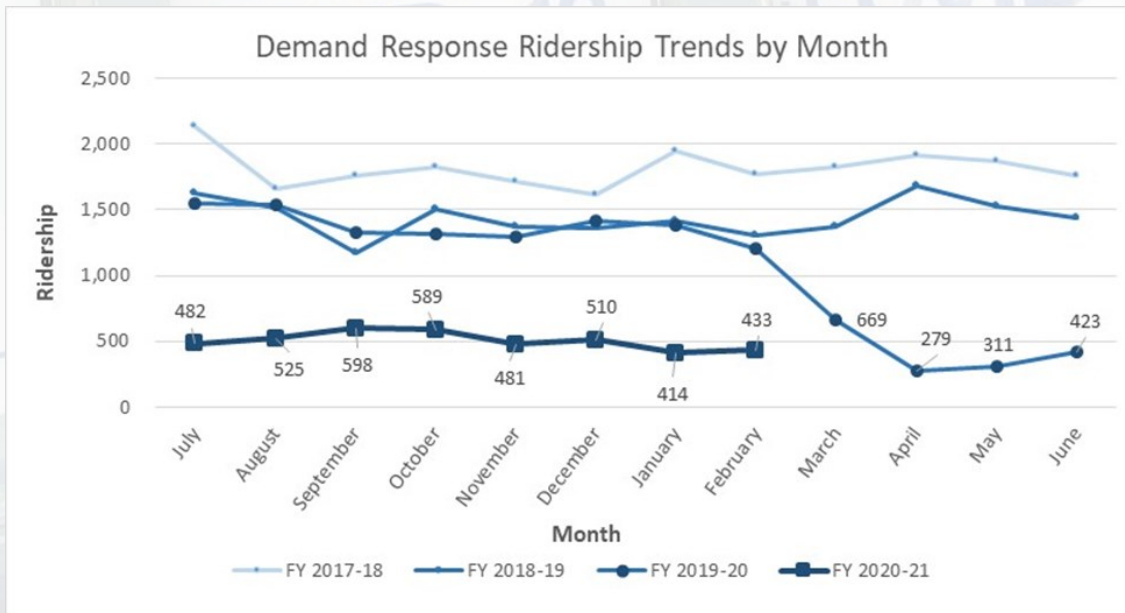
SMART has recently prepared its annual Program of Projects (POP) for inclusion in the City's budgetary process. The POP is designed to publicize SMART's federally funded projects that will occur during the next fiscal year. It gives the public an opportunity to participate by

giving input on the projects. For fiscal year 2022, SMART has detailed plans for seven projects that will leverage over \$850,000 in federal funds. The POP will also be presented at Metro's Transportation Policy Advisory Committee on April 2. We look forward to any comments the Council, Budget Committee, and public have in relation to the POP. Once approved alongside the City's budget, the POP will be available to the public on SMART's website and staff begins working on the projects beginning in July.

Operations - Eric Loomis Operations Manager



Ridership has remained steady for both fixed-route and Dial-a-Ride as compared to the previous month. As we approach a year of operating during the COVID-19 pandemic, SMART has seen an average of 36% of ridership as compared to pre-pandemic levels. This is very similar to agencies across the US and on par with the national average, according to the American Public Transportation Association (APTA).



Transportation Options - Michelle Marston Program Coordinator

Metro, the Portland Bureau of Transportation and Safe Routes to School programs in greater Portland have partnered to build a new campaign that reminds drivers of their role in keeping kids safe in our neighborhoods.



One in a series of images to promote the awareness program

The campaign's core message: "Kids are everywhere. Drive like it." is supported by safety data, local research, and focus groups to remind drivers that, although in-person school may not be in session during the COVID-19 pandemic, our kids are still walking, biking and playing in-and-around our streets. This campaign has been designed to provide content with all of the materials to effectively engage parents, friends, family and neighbors in the campaign, including materials for Facebook, Twitter, Instagram, email, and even virtual meetings. Zoom meeting backgrounds are available for council members who are interested in using them.

Phase two of this campaign will launch in late summer to fall 2021 with more materials and updated graphics.



Spanish versions are also produced