



**PLANNING COMMISSION  
MEETING MINUTES  
October 12, 2022 at 6:00 PM**

*Draft PC Minutes were  
reviewed and approved at the  
November 16, 2022 PC  
Meeting.*

**City Hall Council Chambers & Remote Video Conferencing**

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**CALL TO ORDER - ROLL CALL**

A regular meeting of the Wilsonville Planning Commission was held at City Hall beginning at 6:00 p.m. on Wednesday, October 12, 2022. Chair Heberlein called the meeting to order at 6:00 p.m., followed by roll call. Those present:

Planning Commission: Ron Heberlein, Aaron Woods, Andrew Karr, Breanne Tusinski, and Kamran Mesbah. Jennifer Willard and Olive Gallagher were absent.

City Staff: Miranda Bateschell, Amanda Guile-Hinman, Kelsey Lewis, Dwight Brashear, Mike Nacrelli, and Mandi Simmons.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**CITIZEN INPUT**

This is an opportunity for visitors to address the Planning Commission on items not on the agenda. There was none.

**ADMINISTRATIVE MATTERS**

1. Consideration of the September 14, 2022 Planning Commission Minutes

Commissioner Mesbah:

- Noted the following corrections to the September 14, 2022, minutes:
  - On Page 5, second full sentence from the bottom of the page, “While development around and clogging the roadways, etc. would be one scenario, if that was the only focus, other stuff might be ~~missing~~ **mised**.”
  - On Page 11, second line in the second bullet from the top, “discharging raw ~~sewer~~ **sewage** or polluted wastewater,”
  - Asked what F1 meant on Page 9, first sub bullet under Mr. Price’s last comments which stated, “He noted that when the membrane facility was in place, the filters and the two secondary clarifiers that are not demolished would effectively become redundant facilities because the MBR would produce F1.”

**Mike Nacrelli, Senior Civil Engineer**, believed “F1” was misheard, and it should state “effluent”.

Commissioner Mesbah asked if **Mr. Nacrelli** meant a certain quality of effluent since anything produces effluent; perhaps, “high quality effluent” should be used.

**Mr. Nacrelli** agreed something might be missing there, but without hearing the recording, the quality of effluent was the only thing that made sense.

**Amanda Guile-Hinman, City Attorney**, advised postponing the consideration of the minutes to allow time to check the audio recording.

Chair Heberlein stated consideration of the September 14, 2022 Planning Commission Minutes would be delayed to the next Planning Commission meeting to clarify the language on Page 9.

## LEGISLATIVE HEARING

### 2. Wastewater Treatment Plant Master Plan (Nacrelli) (No staff presentation) - CANCELLED

Chair Heberlein noted tonight’s public hearing had been cancelled and would be rescheduled to a later date.

**Miranda Bateschell, Planning Director**, asked that anyone present for the hearing add their contact information to the sign in sheet to receive notification about the new public hearing date. She also offered to provide the project manager’s business card.

## WORK SESSION

### 3. Transit Master Plan (Lewis)

**Kelsey Lewis, SMART Grants and Programs Manager**, introduced the City consultant who would present information about the public engagement conducted on the Master Plan over the summer.

**Brenda Martin, Consultant, EnviroIssues**, presented via PowerPoint a summary of the engagement conducted as part of the SMART Transit Master Plan Update. She highlighted the purpose of the Master Plan Update and described the outreach methods used to gather public input from various stakeholders and diverse groups of citizens, including underrepresented communities. She also reviewed the key findings from the data collected from surveys and the stakeholder’s workshop which identified ridership patterns and included requests for transit time and frequency changes, as well as additions to SMART’s service routes, which included connections to other destinations in the region.

Questions from the Commission were as follows with responses as noted:

- Why was there such a low turnout for the in-person stakeholder workshop where only 18 people attended after more than 100 invites were sent out?
  - **Ms. Martin** noted the project team made about 150 calls and sent emails, but she believed that ultimately, it was just the day and time, coupled with not being able to invite the right people to come from certain organizations due to changes in employment. The team did share the survey with most of those invitees, so the team did collect some feedback from those organizations. She believed having one time and place for attendance was difficult for some people.

- **Ms. Lewis** added that asking people to do a 3-hour in-person meeting was a lot and due to the game played on tables, a hybrid version was not possible. The beneficial side of having a smaller group was the team had an opportunity to pay more attention to each person's questions about the transit system they were developing together.
- The rank ordering of new locations had Salem in the middle. Had there been any input as far as why people were interested in Salem as a destination?
  - **Ms. Martin** replied Salem did not come up as a place of direct interest. The most answered was Canby, as well as Tualatin, downtown Portland, Woodburn, and Oregon City. Perhaps, people felt they had good connection with Salem, as Cherriots already helped SMART serve that area. It did not seem to be a place people felt was hard to get to or were dying to reach.
  - **Ms. Lewis** added most of the Capitol was still working virtually, so a huge number of those commuting previously were not riding or driving anymore to Salem or anywhere in the area. SMART had noticed a huge drop in state workers riding mass transit.
- Was there a way to break out how the survey results varied for current transit riders versus those who do not? If the goal was to increase ridership for people who were not currently riding, the answers on how to adjust service would potentially be different.
  - **Ms. Martin** clarified the team did do the analysis on non-riders versus riders, low-income respondents, and anyone who marked they were people of color on their response, and there was no notable difference in their answers, which surprised the team as well. Those results were mentioned in the report.
  - **Ms. Lewis** noted the team planned to separate those results in the report but did not find any significant differences.

**Ms. Martin** stated as far as next steps for the Transit Master Plan Update, the team would begin drafting a service enhancement plan with the Jarrett Walker team and return in the spring for the next round of community engagement to get feedback on the Draft Master Plan, which would include some potential operational needs from SMART Staff.

## INFORMATIONAL

4. Town Center Infrastructure Funding Plan (Rybold) (No staff presentation)
5. City Council Action Minutes (September 8 & 19, 2022) (No staff presentation)
6. 2022 PC Work Program (No staff presentation)

## ADJOURNMENT

The regular meeting of the Wilsonville Planning Commission adjourned at 6:28 p.m.

Respectfully submitted,

By Paula Pinyerd of ABC Transcription Services, LLC. for  
Mandi Simmons, Planning Administrative Assistant