

From The Director's Office

Greetings!

I want to wish everybody a wonderful holiday season filled with love, laughter, family, friends and fun. I have so much to be thankful for including a wonderful job with supportive leadership, a deeply talented and passionate team around me, and an amazing family. I feel very fortunate.

We are excited to share that Becky White was recently announced as the recipient of the Oregon Building Officials Association (OBOA) 2022 Permit Technician of the Year! This statewide honor is in recognition of Becky's hard work and dedication to providing exceptional customer service, which she is known for. Her hard work collaborating with our internal team to successfully implement EnerGov, our new on-line permitting software, in a time of significant community growth resulted in a smooth transition for our customer base.



Pictured from left to right: Dan Carlson, Building Official; Becky White, Permit Technician II; Melissa Gitt, Woodburn Building Official

In the last two years, the services in the Building Division have undergone a fundamental paradigm shift to completely paperless permitting services including permit applications, online payments, plan reviews, and inspections. The learning curve and amount of work required to move from one permitting software package to a new one is truly impressive. While this was a massive team effort that included key staff from each division in Community Development (additional shout outs go to Shelley White and Candi Garrett in Community Development) Becky was the driving force on implementation for the Building Division.

It has been an extremely busy and challenging year for our entire Community Development team that was further compounded with shortages in staffing. Even in the midst of this intense workload, Becky continued to serve the community with pride and stepped up in numerous ways always with a positive can-do attitude. This recognition is well deserved, I am very proud of Becky and her work.

Please join me in congratulating Becky on this significant achievement and recognition!

Respectfully submitted,

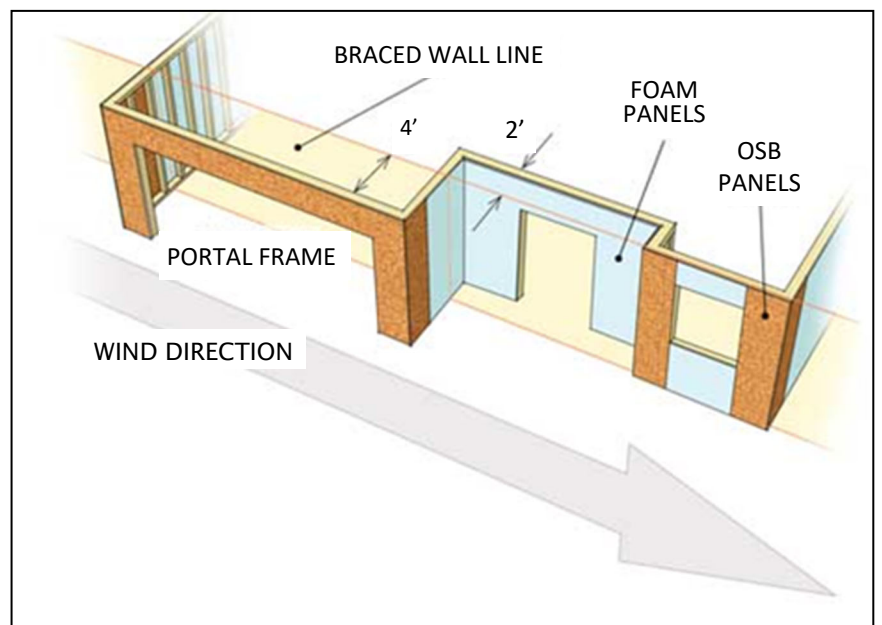
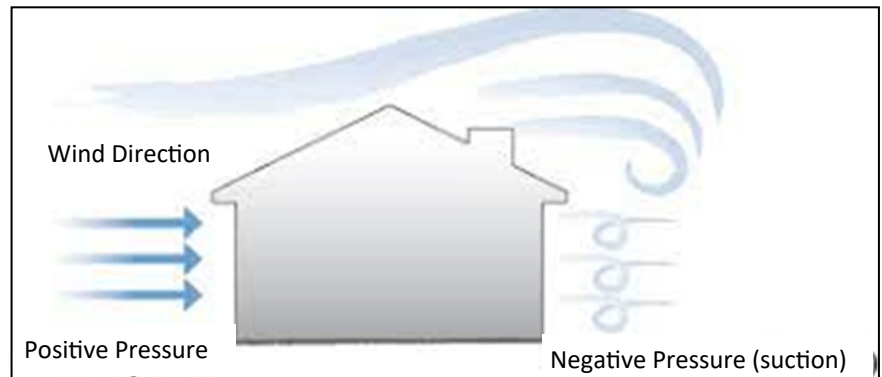
Chris Neamtzu, AICP

Community Development Director

Building Division

Whatcha Lookin' At - Braced Walls

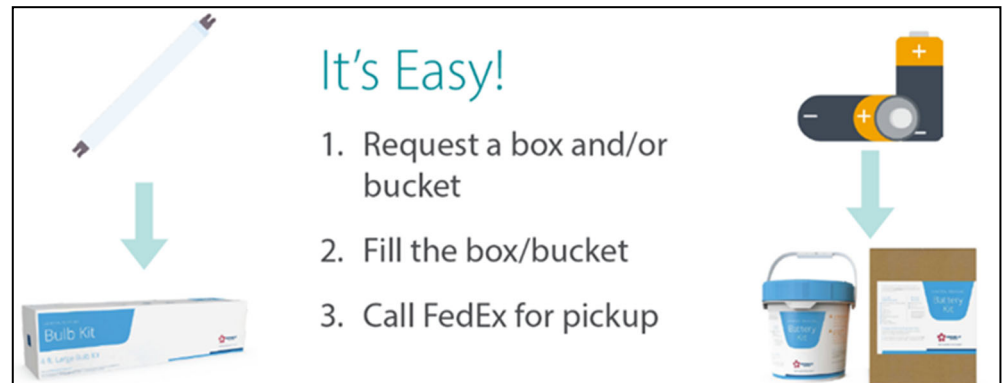
Braced walls are segments of walls in a house that resist lateral loads applied to a structure. Wall bracing is one of the most important elements to a house. Wind and seismic events can put a lot of stress on a house and braced walls are calculated to resist these natural events. There are many ways to create a braced wall using the building code, also known as the prescriptive method, to build a house. Most commonly used is continuously sheathed wood structural panels, which can be as small as 16 inches. This method will be recognizable if you look at a new subdivision being built. Braced walls can be confused with shear walls, which are an engineered way of creating the resistance to lateral loads while also using metal brackets called hold-downs. When you think the big bad wolf has come to blow your house down, take comfort knowing that the braced wall paneling around your home has a calculated strength to withstand high wind loads and seismic forces.



Economic Development Division

Business Recycling Program, In Partnership With Republic Services

Earlier this year, Economic Development Manager (EDM), Matt Lorenzen, rebooted a previously established program that had been put on hold during the pandemic. The business recycling program offers businesses the opportunity to recycle fluorescent tube light bulbs as well as batteries of multiple varieties free of charge. EDM publicized the program through the Local Business Newsletter and through direct outreach.



15 different businesses, large and small, took advantage of the program. 62 bulb boxes and 34 battery buckets were distributed.

Businesses will fill the boxes with old bulbs, and buckets with batteries, until full, then call FedEx for a free pickup, at which point the materials will be delivered to Republic Services for proper disposal and/or recycling. With only a handful of boxes and buckets remaining in the inventory, the program has come to a successful close.

EDM as Ombudsman

ESS Inc. is a local company with headquarters, manufacturing, and R&D facilities located in Wilsonville at the former Xerox campus. Their product is a long-duration, high capacity battery facility that can collect and store surplus green energy (wind, solar, etc.) for later use “when the sun is not shining or the wind is not blowing.”

They have been growing rapidly and hiring to support that growth. They applied with the City to expand their parking area to accommodate more employees and to modify a loading dock, adding a ramp and thereby making the dock into an at-grade bay door for internal transfer of materials.

When ESS’s contractors and divisions within Community Development had come to an impasse regarding the application of certain public works standards at the proposed bay door, EDM was able to act as facilitator to broker conversation and identify solutions. The ESS application will now be heard before the Development Review Board in January 2023.



Economic Development Division

Local Business Newsletter

The November 2022 Local Business Newsletter was emailed out on the 17th of the month. It was sent to 664 recipients. Of those, 661 were delivered successfully, and 272 recipients opened the email. The newsletter featured information about the upcoming Willamette Water Supply Project and SMART's new vanpool program. There was also information and links to assist businesses in claiming and controlling their Google Business Profile. Finally, the October state and county economic forecasts were provided.

The newsletter can be viewed here:

<https://bit.ly/oct-22-ednewsletter>

Urban Renewal Strategic Plan

EDM presented the Urban Renewal Strategic Plan (URSP) to Council during their normal business meeting on November 21, 2022. They had been briefed about the plan and its development previously during work session on October 17, 2022. The Council unanimously approved the URSP and adopted the enacting resolutions, as both a City Council and Board of the Urban Renewal Agency.

The URSP was developed with input from the Urban Renewal Task Force, an ad hoc committee of the City, appointed by the City manager and convened on an as-needed basis.

The URSP makes recommendations for each of the City's four existing Urban Renewal areas, and further recommends the City begin to explore the feasibility of new uses of urban renewal in the Town Center area, Basalt Creek Industrial Area, and for affordable housing.

The adopted URSP can be found on the City website, [here](#).

Recommendations

- Town Center
 - Proceed to Feasibility Analysis
- Housing Affordability
- Basalt Creek

New Business: Resolution No. 3012
Wilsonville City Council Meeting
November 21, 2022

Engineering Division, Capital Projects

2022 Street Maintenance

This project includes Curb Ramp Replacement (4014/4118) and Annual Pedestrian Improvements (4717). Both project designs are complete. The Invitation to Bid was advertised on November 16, 2022. Bids are due December 14, 2022. Construction is anticipated to be completed in Spring 2023.

- Curb ramps and signal improvements will be constructed at the intersection of Wilsonville Road/Boones Ferry Road and at Wilsonville Road/Rose Lane. These improvements will be made ahead of the 2023 Street Maintenance projects at the same location to comply with ADA requirements..
- The pedestrian improvements include seven street crossings on French Prairie Road in Charbonneau. These improvements will include new or updated signing and striping to enhance the safety and visibility of pedestrians.

2023 Street Maintenance (4014)

This project involves the design and construction of the pavement rehabilitation on Wilsonville Road, Boeckman Road and Parkway Avenue. The Request for Proposals (RFP) was advertised on November 2, 2022. Proposals are due on December 6, 2022. Final design is anticipated in March 2023, with construction commencing shortly thereafter.

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. Roadway construction of the Kinsman Road extension to Wilsonville Road continues. The new Kinsman Road bridge over Coffee Creek (pictured) is nearing completion. Utility work on Boones Ferry Road is expected to resume in December. The construction completion date has been updated to account for utility conflicts on Boones Ferry Road and work will now continue through May 2023.



Engineering Division, Capital Projects

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. Contractor bonding and legal problems resulted in contract termination. This project will be rebid soon.

Boeckman Creek Interceptor (2107)

This project will upsize the existing Boeckman Creek Interceptor sewer collection pipeline in order to support the development of the Frog Pond area. A regional trail will be installed as a part of the maintenance path from Boeckman Road to Memorial Park. The kickoff meeting was held on October 31, 2022. Field investigations (survey, natural resources, cultural resources, and geotechnical) began late November/early December 2022 and will continue through February 2023. These investigations will guide the design team in alternatives analysis and decision making for the trail and sewer alignments. Right of Entry permits are currently underway. Public outreach efforts have begun, and an article will be included in the December 2022 Boones Ferry Messenger

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

This project involves the design and construction of the Boeckman Dip Bridge, Boeckman Road Improvements (Canyon Creek Road – Stafford Road), Canyon Creek Traffic Signal, and Boeckman Road Sanitary Sewer projects. The Tapani-Sundt Joint Venture is pushing to get the design of the project and advancing time-critical components. Right of Entry Permits are complete, and survey and other field work is nearly complete. Road cross sections have been established and design is underway. A three-span bridge has been selected for this project. Additionally, several guaranteed maximum price packages are identified and scheduled to meet the project deadlines. The temporary signal at SW 65th and SW Stafford is 90% designed and components will be selected in the coming month. Other long lead items and contractor are being worked through to avoid impacts to the schedule. The first guaranteed maximum price (GMP) is scheduled in late January or early February, depending on project timing.

Charbonneau Consolidated Plan (1500/2500/4500/7500)

Design for utility (water, wastewater, storm water, and street) improvements on Edgewater Lane and Village Greens Circle has begun. Survey and utility inspection was completed in September. The findings of these inspections will determine the scope of repairs and upgrades needed. Geotechnical drilling is scheduled for December to provide information for the street reconstruction design. To promote efficiencies in the design and construction, the consultant and City project manager will create one design package for construction in 2024.

Charbonneau Lift Station (2106)

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

Coffee Creek Interceptor Phase II (2108)

This project involves the system capacity analysis of the existing Coffee Creek Interceptor to determine how much development can occur in Coffee Creek prior to upsizing the sanitary sewer main. The analysis will be delivered utilizing the City's on-call roster of consultants.

Engineering Division, Capital Projects

I-5 Pedestrian Bridge (4202)

This project involves the design and preparation of construction documents for a pedestrian and bicycle bridge over I-5 from Town Center Loop West to Boones Ferry/Barber Street. The design team is incorporating PGE utility undergrounding plans into the construction drawings. Design work is wrapping up until construction funding is identified.

Priority 1B Water Distribution Improvements (1148)

This project involves the design and construction of water main replacements in three areas: Jackson Way, Evergreen Court, and Barber Street. These improvements will improve system capacity and eliminate fire flow restrictions. Design work is underway with plans nearing completion. The Invitation to Bid is anticipated to be advertised in early January 2023.

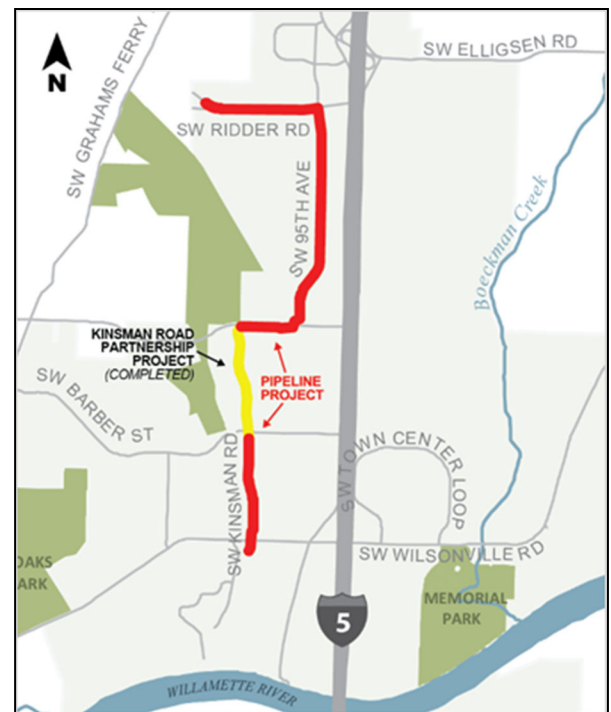
2023 Priority 1B Water Projects (1148)

This project involves the design and construction of water mains in two areas: Wilsonville Summit/Canyon Creek Apartments and the Sundial Apartments. These improvements will improve system capacity and eliminate fire flow restrictions. Preliminary design is underway. The design for this project will be delivered utilizing the City's on-call roster of consultants.

WWSP Coordination (1127)

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

- **Phase 1, Wilsonville Road (PLM_1.1)** Arrowhead Creek Lane to Wilsonville Road—**COMPLETE**
- **Phase 2, Garden Acres Road to 124th (PLM_1.2)** Ridder Road to Day Road—**COMPLETE**
- **Phase 3, Wilsonville Road to Garden Acres Road (PLM_1.3)** The WWSP's last section of transmission pipeline to be constructed in the City of Wilsonville began in fall 2022, with completion in 2024. It will connect the remaining portion of the pipeline through Wilsonville and has an alignment along Kinsman Road, Boeckman Road, 95th Avenue, and Ridder Road (see image). The Engineering Division is currently in the process of reviewing final plans. Proposals for an inspection services consultant were received in mid-October. This consultant will perform inspection of all City-owned public improvements throughout the project work.



WWTP Master Plan (2104)

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

Westside Level B Reservoir (1149)

This new reservoir is proposed in the adopted water master plan; on property purchased in 2010 near Tooze Road and Baker Road. A Request for Proposals for engineering design and construction services was issued in early October. Proposals were received in November.

Engineering Division, Private Development

Residential Construction Activities

Canyon Creek South Phase 3

Work on this 5-lot subdivision has stopped until revised plans have been approved by the City. The Project Engineer has proposed modifications to the infrastructure plans to accommodate middle-housing. Erosion control measures have been installed to protect the site from erosion until construction activities commence again.

Frog Pond West

The Frog Pond West Master Planned area continues to see active construction. The contractor for the Frog Pond Ridge subdivision is working on punch list items of the infrastructure and housing construction has started. Construction at the Frog Pond Estates, Frog Pond Vista, and Frog Pond Oaks subdivisions will commence in the spring when weather is more favorable for construction. Frog Pond Crossing subdivision, located north of Frog Pond Lane and west of Stafford Road has installed erosion control measures and is working on site grading and installation of a retaining wall.



Frog Pond West

Villebois Clermont

The subdivision plat for Villebois Clermont has been recorded and home construction has commenced. Construction on Regional Parks 5 and 6 is underway, including the construction of new tennis courts and the extension of the Tonquin Trail. The contractor continues to work on final infrastructure punch list items.



Villebois Clermont

Commercial/Industrial Construction Activities

Black Creek Industrial

Nestled between Garden Acres and Grahams Ferry Roads, this project will include frontage improvements along Garden Acres and Grahams Ferry Roads and construction of a new supporting street. Onsite grading continues. The foundation slab has been poured and the contractor is working on onsite utilities.



Black Creek Industrial

Natural Resources Division

Bee City USA Webinar and Jefferson Public Radio Interview

On November 15, Kerry Rappold gave a presentation for a Bee City USA webinar. The webinar was titled: "Turning Lemons into Lemonade – the Story of Wilsonville, OR." During the webinar, he covered everything Wilsonville has done since the bee kill incident in 2013. The topics included the bee kill, advocacy and legislation, Bee Stewards program, Bee City USA, and integrated pest management.

Earlier that morning, Kerry gave an interview, along with Sharon Selvaggio from the Xerces Society, on Jefferson Public Radio (JPR) to discuss the webinar and Wilsonville's role in pollinator conservation. JPR is owned and operated by Southern Oregon University in Ashland, Oregon and reaches over 1 million potential listeners in a 60,000-square-mile area of Southern Oregon and Northern California.

The radio interview and webinar are available via the links below:

<https://www.ijpr.org/show/the-jefferson-exchange/2022-11-14/tue-8-30-how-one-oregon-city-rebounded-from-bee-disaster-to-bee-friendly>

<https://beecityusa.org/webinars-and-videos/> (it's under "Reducing Pesticide Use in Your Community")

<https://myemail.constantcontact.com/Tomorrow-Practitioners-Talk-About-IPM.html?soid=1102968923571&aid=FjBGNVINpe8> (invite to the webinar)



Planning Division, Current

Administrative Land Use Decisions Issued

- 2 Type A Tree Permits
- 6 Type B Tree Permits
- 1 Type C Tree Permit
- 1 Class 1 Administrative Review
- 1 Class 2 Administrative Review
- 1 Class 1 Sign Permit

Construction Permit Review, Development Inspections, and Project Management

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

- Clermont Subdivision (Villebois Phase 5 North)
- New gas station and convenience store on Boones Ferry Road
- New industrial warehouse building between Garden Acres Road and Grahams Ferry Road in Coffee Creek Industrial Area
- Parkway Woods industrial campus
- Residential subdivisions in Frog Pond West
- Wilsonville High School expansion/performing arts center

Development Review Board (DRB)

DRB Panel A met on November 14. The board held a public hearing for and unanimously approved a Stage 2 Final Plan Modification and Site Design Review for site improvements to upgrade the south lot (area of the existing gravel building pad) for inventory storage of the Mercedes-Benz dealership at 25029 SW Parkway Avenue.

DRB Panel B did not meet in November .

DRB Projects Under Review

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

- Industrial development on Day Road
- Marina modifications and parking addition in Charbonneau
- New industrial building at Boeckman and Kinsman Roads
- New industrial building on Garden Acres Road
- New industrial building at ParkWorks
- Parking addition for industrial manufacturer



Rendering of Proposed Industrial Building on Garden Acres Road

Planning Division, Long Range

Aurora Airport

Aurora Airport Good-Neighbor Policies

This Comprehensive Plan update project aims to identify the potential positive and negative impacts of the Airport's current operations and planned future growth for Wilsonville residents and businesses, and to adopt Comprehensive Plan policies to memorialize and address the highest priority issues pertaining to the interrelationships between the Aurora Airport and City of Wilsonville. During November, the project team presented the Comprehensive Plan Policies at a Planning Commission Public Hearing. The Planning Commission unanimously recommended City Council to adopt the Plan Policies on December 5 at the City Council Public Hearing.

Aurora Airport Master Plan PAC Meeting #4

On November 15, 2022 Oregon Department of Aviation (ODAV) held PAC meeting #4 to go over the comments provided by the Federal Aviation Administration (FAA) on Chapters 1-3 of the draft master plan. The FAA had three different divisions within their organization review and provide comments on the draft plan, FAA Seattle Office, FAA Mountain West Regional Office and FAA Washington DC headquarters, which was noted as being unusual. The comments were lengthy and very detailed. The two-hour PAC meeting was focused entirely on Century West Engineering staff responding to each of the FAA comments and how Chapters 1-3 would be modified based on the FAA comments. The meeting was the equivalent of a master class on aviation master planning with a deep dive on many complex issues.

The next steps are approval of the aviation forecast by FAA, preparation of an updated schedule, completion of Chapter 4 – Facility Regulations, as well as the Modification of Standards and Runway Protection Zone analysis. The next meeting is planned for first quarter of 2023.

Frog Pond East and South Master Plan

In November, this Master Plan was presented at a Planning Commission Public Hearing. With minor revisions, the Planning Commission unanimously recommended City Council to adopt the Master Plan on December 5 at the City Council Public Hearing.



**FROG POND
EAST & SOUTH
MASTER PLAN**

Planning Commission

The Planning Commission held two Public Hearings at the November 16 meeting. The first was the Aurora Airport Good-Neighbor Policies. The second was the Frog Pond East and South Master Plan. The Planning Commission unanimously recommended both to City Council for adoption in December at the City Council Public Hearing.

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 November, the City continued due diligence on the three development teams that submitted responses to the Request for Proposals (RFP) in July. Once complete, a preferred development partner will be selected.

General project information is available on the project website:

<https://ci.wilsonville.or.us/planning/page/wilsonville-transit-center-tod>

Planning Division, Long Range



WILSONVILLE TOWN CENTER PLAN

Wilsonville Town Center Plan

Infrastructure Funding Plan and Urban Renewal Analysis

The Town Center Plan identifies an Infrastructure Funding Plan and Urban Renewal Analysis as two important economic development strategies to support Plan implementation. The goal of this work is to determine how infrastructure investments in Town Center will be funded and assess if Urban Renewal is a desirable tool to use. In developing this plan, the project team updated cost estimates for the planned infrastructure projects and confirmed long-term development assumptions for Town Center. The team also prepared for a public hearing on November 21 for City Council adoption of the Town Center Infrastructure Funding Plan, which includes future consideration of four main tools—Urban Renewal, System Development Charge updates, a stormwater utility fee surcharge, and City bond or debt issuance—to fund Town Center’s planned infrastructure improvements. Work to begin implementation of the Funding Plan’s tools will begin in 2023.