

AGENDA

**WILSONVILLE CITY COUNCIL MEETING
APRIL 1, 2013
7:00 P.M.**

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

Mayor Tim Knapp

Council President Scott Starr
Councilor Susie Stevens

Councilor Richard Goddard
Councilor Julie Fitzgerald

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 is held in the Willamette River Room, City Hall, 2nd Floor

- 5:00 P.M. EXECUTIVE SESSION [15 min.]**
A. Pursuant to ORS 192.660(2)(h) Litigation
ORS 192.660(2)(f) Exempt public records
- 5:15 P.M. COUNCILORS' CONCERNS [5 min.]**
- 5:25 P.M. PRE-COUNCIL WORK SESSION**
- | | | |
|----|---|----|
| A. | TIF – Next Steps (Retherford/Ottenad/Lashbrook) | 15 |
| B. | Transient Camps and Personal Property Seizure (Kohlhoff) | 15 |
| C. | Oregon Passenger Rail Discussion (Kraushaar) | 15 |
| D. | Water Rate Study & SDC Methodology Update
(Kraushaar/Kerber/Ossanna/Galardi) | 25 |
- 6:50 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, April 1, 2013 at City Hall. Legislative matters must have been filed in the office of the City Recorder by 10 a.m. on March 19, 2013. 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 therewith 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. Appoint Julie Fitzgerald to the Tourism Task Force as Chair
- B. Arbor Day Proclamation (staff – Pauley)
- C. Upcoming Meetings

7:10 P.M. COMMUNICATIONS

- A. Quarterly WWTP Update (Staff –Mende)
- B. CCSO Annual Report (Staff- Chief Watt)
- C. TVF&R State of the District – Chief Duyck
- D. For the Love of Schools Fun Run Event June 1st Jay Puppo & Michelle Tonkin (Staff – Knoll)

7:45 P.M. 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.

7:50 P.M. COUNCILOR COMMENTS, LIAISON REPORTS & MEETING ANNOUNCEMENTS

- A. Council President Starr – Liaison to Park & Recreation Advisory Board, Chamber/City Leadership; and Economic Development Task Force
- B. Councilor Goddard – Liaison to Library Board, Chamber Board, and Clackamas County Business Alliance
- C. Councilor Fitzgerald – Liaison to Planning Commission; Committee for Citizen Involvement; and Library Board
- D. Councilor Stevens – Liaison to Development Review Panels A and B; Wilsonville Seniors

7:55 P.M. CONSENT AGENDA

- A. **Resolution No. 2406**
A Resolution Certifying The Election Results Of The Special March 12, 2013 Election By The City Recorder The City's Election Official. (staff – King)
- B. Minutes of the March 18, 2013 Council Meeting. (staff – King)

8:00 P.M. PUBLIC HEARING

- A. **Ordinance No. 715** – first reading
An Ordinance Of The City Of Wilsonville Amending Wilsonville Code Chapter 10 By Adding 10.425 To Prohibit Camping Or Sleeping On Public Property And Chapter 10.430 Penalties. (Staff – Kohlhoff)
- B. **Ordinance No. 716** – first reading
An Ordinance Of The City Of Wilsonville Developing A Policy For The Removal Of Homeless Individuals, Their Personal Property And Campsites On Public Property. (Staff – Kohlhoff)

8:30 P.M. CONTINUING BUSINESS

- A. **Ordinance No. 714** – Second reading
An Ordinance Modifying Wilsonville Code Chapter 6, Section 6.204(3)(F), To Clarify A Limited Temporary Exemption From Noise Regulation For Permitted Special Events, As Described In Chapter 6, Sections 6.100 Through 6.175. (staff – Jacobson)

8:40 P.M. CITY MANAGER'S BUSINESS

8:45 P.M. LEGAL BUSINESS

8:50 P.M. ADJOURN

Time frames for agenda items are not time certain (i.e. Agenda items may be considered earlier than indicated. The Mayor will call for a majority vote of the Council before allotting more time than indicated for an agenda item.) 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 king@ci.wilsonville.or.us

King, Sandy

From: Duke, Pat
Sent: Thursday, March 28, 2013 9:36 AM
To: King, Sandy
Cc: Erickson, Andrea
Subject: Bill Benedetto's term ending on June 30

Sandy,

I just want to make sure you know that Bill Benedetto's Library Board term is up on June 30th, and he won't be asking for re-appointment..

Thanks,
pat

Patrick Duke
Library Director
Wilsonville Public Library
8200 SW Wilsonville Rd
Wilsonville, OR 97070
503-570-1590
503-682-8685 FAX
duke@wilsonvillelibrary.org

"When a man assumes a public trust, he should consider himself as public property"
- Thomas Jefferson



29799 Town Center Loop East
Wilsonville, OR 97070
503-682-1011 - Phone
503-682-1015 - Fax

APPLICATION FOR APPOINTMENT TO BOARD/COMMISSION

Name: Case Ted J. Date: April 3, 2012
Last First Middle

Home Address: 29264 SW San Remo Court

City/State/Zip: Wilsonville, OR 97070

Is this address within the City? Yes I've lived in Wilsonville since: 2008

Telephone No.: 503-910-9590 503-585-9988 503 - 910-9590
Home Work Cell/Mobile

E-Mail Address: tcase@oreca.org

Are you a registered Voter with the State of Oregon? Yes

Present Occupation: Executive Director, Oregon Rural Electric Co-ops

Which Committee(s) would you like to be appointed to:

*Dates of meetings are listed at the end of this application.
Please make sure those dates work with your schedule before you apply.*

- Budget Committee
- Parks and Recreation Advisory Board
- Library Advisory Board
- Development Review Board
- Planning Commission

Employment, professional, and volunteer background:

See attached sheet

Previous City appointments, offices or activities:

See attached sheet

As additional background for the Mayor and City Council, please answer the following questions.
Feel free to add additional pages.

Employment, professional and volunteer background:

Currently, Executive Director of the Oregon Rural Electric Cooperative Association, Salem

Former positions include:

Legislative Director, National Rural Electric Cooperative Association, 1997-2008, Washington D.C.

Congressional speechwriter and Staff Director of a U.S. House of Representatives Subcommittee, 1989-1997, Washington D.C.

Volunteer tutor, Northern Virginia Literacy Council, (Volunteer of the Year 2003)

Previous City Appointments, offices or activities:

None in Wilsonville.

Served as congressional liaison with City of Medford as a congressional staff member – 1987-89

1. What experience/training/qualifications do you have for this particular board or commission?

I have a Masters in Writing from Johns Hopkins University. I worked closely with the Library of Congress and the Congressional Research Service as a legislative aide on Capitol Hill. I also managed a \$6 million budget for a National trade association in Washington D.C.

2. What specific contribution do you hope to make?

I am at the Wilsonville library three times a week, either doing research on my upcoming book or with my family in the children's section. The facility, staff and services are exemplary. I am committed to keeping this level of service to the Wilsonville community.

3. What community topics concern you that relate to this board or commission? Why do you want to become a member?

Maintaining adequate funding and providing a diverse range of programs is my primary concern, particularly in tough budget times. I want to use my skills sets and work collaboratively with the Board on maintaining the culture of excellence and to provide guidance on how to meet the needs of the community.

4. Describe your involvement in relevant community groups and activities.

Board Member, Oregon Heat (provides low-income weatherization)

Sunday school teacher, Community of Hope Lutheran Church, Wilsonville

See attached sheet for answers
to four questions

1. What experience/training/qualifications do you have for this particular board or commission? You may attach a resume.
2. What specific contribution do you hope to make?
3. What community topics concern you that relate to this board or commission? Why do you want to become a member?
4. Describe your involvement in relevant community groups and activities. (Lack of previous involvement will not disqualify you from consideration.)

Signature: _____



Date: April 6, 2012

Meeting dates (all meeting dates are subject to change or additions)

- Budget Committee – typically meets in April-May to consider City budget for new fiscal year
- Development Review Board – Second and fourth Mondays of the month
- Library Board – Fourth Wednesday of the month
- Parks & Recreation Advisory Board – Second Thursday of the month
- Planning Commission – Second Wednesday of the month

Please be advised members of the City Council, the Planning Commission and Development Review Board are required to file an annual **Statement Of Economic Interest** with the State of Oregon. A sample reporting form is available from the City Records Office at 29799 SW Town Center Loop East indicating the type of information you will be required to disclose if you are appointed.

For office use only:

Date Received: 4/6/12 ^{ack} 4:14 PM

Date Considered: 4/16/12

Action by Council: _____

Term Expires: _____

Please return this form to:

City Recorder

29799 SW Town Center Loop E., Wilsonville, OR 97070

(503) 570-1506 FAX (503) 682-1015

E-mail: king@ci.wilsonville.or.us

City of Wilsonville in Oregon
29799 Town Center Loop East
Wilsonville, OR 97070
503-682-1011 – Phone
503-682-1015 - Fax

*Rec'd 3/22/12
3:57 pm ACK*

APPLICATION FOR APPOINTMENT TO BOARD/COMMISSION

Name: Steiger, Alan Lee

Home Address: 7054 SW Cedar Pointe Drive

City/State/Zip: Wilsonville, OR 97070

Is this address within the City? Yes. I've lived in Wilsonville since 2005

Telephone No. 503.685.9202

E-Mail Address: alsteiger@comcast.net

Are you a registered Voter with the State of Oregon? Y

Present Occupation: Retired

Which Committee(s) would you like to be appointed to:

*Dates of meetings are listed at the end of this application.
Please make sure those dates work with your schedule before you apply.*

- Budget Committee
- Parks and Recreation Advisory Board
- Library Advisory Board
- Development Review Board
- Planning Commission

Employment, professional, and volunteer background:

- 10+ years with an International CPA firm (Deloitte).
- Four years Treasurer of a publicly held company in Portland.
- 26 years as CFO of a privately held company in Newberg, 1000+ employees
- Active in Oregon Society of CPA's, including President
- Active involvement in American Institute of CPA's, including Board Member
- Citizen of the Year in Newberg
- Newberg Area Chamber of Commerce
- Providence Newberg Health Foundation
- Please see resume for additional information

Previous City appointments, offices or activities:

- . Library Advisory Board
- . Wilsonville city Budget Committee

As additional background for the Mayor and City Council, please answer the following questions.

1. What experience/training/qualifications do you have for this particular board or commission?

As a current Library Board member, I am familiar with all of the policies and procedures that have been established. During my time on the Board, we have critically reviewed and revised many of them.

2. What specific contribution do you hope to make?

As a CPA, I am able to review and comment on the budgets submitted by the Library Director.

3. What community topics concern you that relate to this board or commission? Why do you want to become a member?

The library is a critical element of our community. We have an excellent library, an important resource for all of Wilsonville. My goal, if appointed, is to do all that I can to preserve and expand the opportunities the library offers our citizens.

4. Describe your involvement in relevant community groups and activities.

I am currently finishing my first term on this Library Board. I am the Treasurer and a Board member on the Wilsonville Public Library Foundation. I have recently been appointed to the Wilsonville City Budget Committee.

Please see attached resume.

Signature Alan L Steiger Date March 20, 2012

ALAN L. STEIGER, CPA

Professional Experience

Austin Industries

General Manager, 2008 – 2010

Austin Industries is a Family Office for a three generation family business in Newberg, OR

A-dec, Inc.

Vice President of Information, 1982 – 2008

Principal Accountabilities: Accounting, tax and audit; cost accounting; treasury and finance; facilities and property functions; regulatory services; insurance risk management; chairman of profit sharing administrative committee; legal liaison; strategic planning

Touche Ross & Co. (now Deloitte & Touche)

Sr. Manager – Audit Staff and Professional Standards Reviewer Supervisor – National Audit Staff

Education

Washington State University

Bachelor of Science in Business Administration with emphasis in Accounting

Professional Organizations

American Institute of CPA's

AICPA PEEC – 2008 - present

AICPA Board of Directors – 2005 - 2007

AICPA Business and Industry Executive Committee – 1999 – 2001

AICPA Council Member – 1994 – 1998

Oregon Board of Accountancy 2000 - 2005 Chair – 2002 – 2003

Other Information

My primary professional position, with A-dec, Inc., was as CFO of a family-owned, privately held dental equipment manufacturing company, which is one of the three largest in the world with sales approaching \$300 million.

I was Chairman of the Administrative Committee of the \$156 million Profit Sharing Retirement Plan and handled all administrative and legal aspects for the Plan and its 950 participants.

ALAN L. STEIGER, CPA
7054 SW Cedar Pointe Drive, Wilsonville, OR

Professional Experience

Austin Industries

General Manager, 2008 – 2010

Austin Industries is a Family Office for a three generation family business in Newberg, OR

A-dec, Inc.

Vice President of Information, 1982 – 2008

Principal Accountabilities: Accounting, tax and audit; cost accounting; treasury and finance; facilities and property functions; regulatory services; insurance risk management; chairman of profit sharing administrative committee; legal liaison; strategic planning

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Oregon Board of Accountancy 2000 – 2005, Chair – 2002 – 2003

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Rec'd 7/20/12 rck



29799 Town Center Loop East
Wilsonville, OR 97070
503-682-1011 - Phone
503-682-1015 - Fax

APPLICATION FOR APPOINTMENT TO BOARD/COMMISSION

Name: Berschauer Lindsay J. Date: 7/17/12
Last First Middle

Home Address: 29008 SW Villebois DR. S.

City/State/Zip: Wilsonville, OR 97070

Is this address within the City? YES I've lived in Wilsonville since: March 2010

Telephone No.: (503) 427 2645 (503) 675-7366 (503) 708 2558
Home Work Cell/Mobile

E-Mail Address: lindsay@thirdcenturysolutions.com

Are you a registered Voter with the State of Oregon? YES

Present Occupation: Director, Oregon Transformation Project

Which Committee(s) would you like to be appointed to:

*Dates of meetings are listed at the end of this application.
Please make sure those dates work with your schedule before you apply.*

- Budget Committee
- Parks and Recreation Advisory Board
- Library Advisory Board
- Development Review Board
- Planning Commission

Employment, professional, and volunteer background:

See attached Bio.

Previous City appointments, offices or activities:

See Bio.

As additional background for the Mayor and City Council, please answer the following questions. Feel free to add additional pages.

1. What experience/training/qualifications do you have for this particular board or commission? You may attach a resume.

See bio.

Additional skills: public speaking, Knowledge of Oregon land use laws and Metro

2. What specific contribution do you hope to make? *plans.*

Use my knowledge and experience to help shape the future of the city.

3. What community topics concern you that relate to this board or commission? Why do you want to become a member?

Topics of concern: land use, development, Metro involvement, business expansion, efficient use of tax dollars.

4. Describe your involvement in relevant community groups and activities. (Lack of previous involvement will not disqualify you from consideration.)

I am President of the Carvahlo Condo Association in Villebois. My son (5 yrs) attends NW Montessori.

Signature: *[Handwritten Signature]*

Date: 7/17/12

Meeting dates (all meeting dates are subject to change or additions)

- Budget Committee – typically meets in April-May to consider City budget for new fiscal year
- Development Review Board – Second and fourth Mondays of the month
- Library Board – Fourth Wednesday of the month
- Parks & Recreation Advisory Board – Second Thursday of the month
- Planning Commission – Second Wednesday of the month

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For office use only:

Date Received: 7/20/12 ACK
 Date Considered: _____
 Action by Council: _____
 Term Expires: _____

Please return this form to:

City Recorder
 29799 SW Town Center Loop E., Wilsonville, OR 97070
 (503) 570-1506 FAX (503) 682-1015
 E-mail: king@ci.wilsonville.or.us

Lindsay Berschauer-BIO

Employment:

Third Century Solutions

Executive Director of the Oregon Transformation Project

April 2011-present

- Educational research on private sector issues affecting Oregon. Create "Flashfacts" designed to appeal to Independent, Non-Affiliated and Women voters. Messaging research with focus groups on women and Independent voters
- Partner with Representative Dennis Richardson, Co-Chair of Ways & Means Committee to create budget reform proposals and assist with research/editing of Dennis' weekly newsletter
- Support the Oregon Transformation Project PAC and its activities: Clackamas County Urban Renewal ballot measure, Clackamas County Rail Vote Measure, Slate campaign for conservative Clackamas County Commissioners, Ask Damascus efforts, SW Washington County Rail Vote Initiatives, Clackamas County Ballot Chase Project, Support of pro private sector Legislative candidates, Support of statewide candidates.

Cascade Policy Institute, Public Policy Analyst

September 2010-April 2011

- Successfully fought against Portland Public Schools' \$548M construction bond measure that would have forced seniors out of their homes and raised property taxes an average of \$1,000/year. Testified to PPS School Board. Radio & television appearances.

Berschauer Phillips Construction Company-Part Owner

Olympia, Washington, 2007-2009

Commercial General Contractor

Named Large Business of the Year by Providence St. Peter Foundation 2009

- Built/renovated schools, office buildings and commercial property. Developed commercial property

Professional & Community Involvement:

- 2012 National Republican Convention: Alternate Delegate, CD5
- Emerging Leaders for Oregon PAC Board Member
- President of Carvahlo Condominium Homeowners Association
- Junior League of Portland, Former Chair of Donor Relations
- Freedom Foundation, Member
- Washington Policy Center, Member
- Wilsonville Kiwanis Club
- Thurston County Republicans
- Providence St. Peter Hospital, philanthropic member
- Pope John Paul II High School, Lacey, WA, Steering committee
- Children's Hospital, philanthropic member
- The National MS Society, member
- Kappa Alpha Theta Alumni

Education:

Arizona State University
B. S. Justice/Pre-Law, 2001
Minor, Political Science


**CITY COUNCIL MEETING
STAFF REPORT**

Meeting Date: April 1, 2013		Subject: Oregon Passenger Rail Project Staff Member: Nancy Kraushaar, PE 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:	
Staff Recommendation: It is important for Wilsonville to actively participate in the Oregon Passenger Rail Project. Staff is seeking comment and guidance from the City Council on the proposed passenger rail alignment alternatives and station locations.			
Recommended Language for Motion: N/A			
PROJECT / ISSUE RELATES TO: <i>[Identify which goal(s), master plans(s) issue relates to.]</i>			
<input type="checkbox"/> Council Goals/Priorities	<input type="checkbox"/> Adopted Master Plan(s)	<input checked="" type="checkbox"/> Not Applicable	

ISSUE BEFORE COUNCIL:

The Oregon Passenger Rail project is underway for which guidance from the City Council is needed to assure that Wilsonville's interests are carefully considered as the study proceeds and future decisions are made.

EXECUTIVE SUMMARY:

The Oregon Department of Transportation (ODOT) is studying ways to improve intercity passenger rail service between downtown Portland and Eugene. The purpose of the project is to provide more frequent, convenient, rapid, and reliable passenger rail service for the Willamette

Valley. Routes being studied for the train include alternatives that go through Wilsonville. The City Council has not recently been formally informed of the project status or discussed potential implications for Wilsonville. It is important that the Council's interests be represented as the project proceeds.

EXPECTED RESULTS:

The City Council will become updated and informed about the project and discuss issues that impact the City's position on the rail alignment alternatives. The discussion will provide guidance on both the City's support level for the project and concerns and messages to be brought forward that represent Wilsonville's interests.

TIMELINE:

Project duration is 2012 through 2015.

CURRENT YEAR BUDGET IMPACTS:

N/A

FINANCIAL REVIEW / COMMENTS:

Reviewed by: JO Date: 3/21/13

No financial impact.

LEGAL REVIEW / COMMENT:

Reviewed by: _____ Date: _____

N/A as informational only at this time.

COMMUNITY INVOLVEMENT PROCESS:

See attached memo.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY

The passenger rail routes being studied include two that go through Wilsonville. Impacts or benefit to the community have not yet been defined. See attached memo.

ALTERNATIVES:

See attached memo.

CITY MANAGER COMMENT:

ATTACHMENTS

March 19, 2013 Memo from Nancy Kraushaar, PE, Community Development Director



To: Honorable Mayor Knapp and City Council
From: Nancy Kraushaar, PE, Community Development Director
Date: March 19, 2013
Subject: Memo for April 1, 2013 City Council Work Session
Oregon Passenger Rail Project

The Oregon Passenger Rail Project

Background

The Oregon Department of Transportation (ODOT) is studying ways to improve inter-city passenger rail service between downtown Portland and Eugene. The purpose of the project is to provide more frequent, convenient, rapid, and reliable passenger rail service that will:

- Provide an efficient, safe, and cost effective alternative to highway, bus, and air travel.
- Protect freight-rail carrying capability.
- Support a Pacific Northwest Rail Corridor between Eugene and Vancouver, BC.
- Promote economic development.
- Avoid or mitigate community and environmental impacts.
- Integrate with local and regional auto, transit, bicycle, and pedestrian transportation networks.

ODOT will use a tiered Environmental Impact Statement (EIS) process to make an informed decision about the future of passenger rail in Oregon. The Tier 1 EIS will identify a general rail alignment, station locations, and service characteristics (daily trips, travel time, technology, etc.)

Wilsonville is one of many cities located along the alignments being considered for the rail service. We have been asked to engage in the project to inform decision makers about local concerns and interests.

Schedule

The Oregon Passenger Rail project includes three overall phases – Understand, Evaluate and Recommend. A graphic depicting the anticipated project schedule with details about each phase is attached.

The Understand phase was completed last summer and fall. During this project phase, overall issues were identified along the Portland to Eugene rail corridor to ensure an appropriate range of alternatives were selected to consider as the EIS moves forward. In addition, a draft Purpose and Need statement was developed for the project. ODOT held a series of public meetings in September 2012 to get input to help refine the Purpose and Need statement for the project (*attached*), draft the project goals and objectives, and identify alternatives to be considered.

The project is currently in the Evaluate phase and is expected to be completed in the mid to late 2014. The draft Goals and Objectives (*attached*) were presented for public comment in a series of open houses in January 2013. Corridor concepts developed in the Understand phase will be screened in two steps. First, the corridor concepts will be screened against the project Purpose and Need. Then, the concepts that “pass” the first screen will go through a more detailed evaluation against a set of criteria that is currently being developed. The results will be published in a Draft Tier 1 EIS that will be available for public review.

Finally, in the Recommend phase, ODOT will work with the public to select the preferred alternative and prepare a Final Tier 1 EIS that is expected to be published in 2015.

Public Involvement

Tools to engage the public include:

- The Leadership Council, a core advisory group comprised of elected officials from the Willamette Valley is expected to make decisions as the study progresses. The group will advise the Governor and Oregon Transportation Commission on a preferred alignment for the intercity rail improvements.
- The Corridor Forum is comprised of elected and staff representatives from the communities potentially impacted by a future passenger rail alignment. This group is expected to provide local knowledge and identify and explore broad-level issues, opportunities, and viable options for balancing the broad range of interests in the corridor. Input from this group will be provided to the Leadership Council. Mayor Knapp represents Wilsonville on the Corridor Forum.
- Community Advisory Groups comprised of local stakeholders that represent interested parties and can provide insight to the project.
- Public open houses that seek general public comment and input.

Corridor Alignment Concepts and Public Open House Comments

Four main corridor concepts have been identified for the Oregon Passenger Rail project. *A map illustrating the concepts and corridor concept descriptions are attached.* Briefly, the alignments are:

- A “blue” alignment that generally follows the existing Union Pacific (UP) freight rail line.
- A “red” alignment that generally follows I-5.
- A “purple” alignment that generally follows the existing Oregon Electric (OE) rail line.
- A “yellow” alignment that generally travels west of the purple alignment to include Corvallis and Monmouth.

Public open house feedback about the project’s goals and objectives yielded few or no comments to add to or alter the goals. The following messages were typically heard:

1. There was a mix of support for a long-term high speed vision vs. making incremental improvements to the current system.
2. Reliability and frequency of service are most important with better coordinated travel times to meet traveler needs.
3. Passenger rail must connect well to local transit.
4. Rail improvements should promote economic development and protect existing investments.
5. Passenger rail should serve the highest population centers.

Key themes regarding the proposed alignments that emerged from the open houses include:

1. The blue (UP) alignment is most supported with very few negative comments.
2. The UP route is supported for using existing resources, possibly being least expensive, and the ability to be completed soon.
3. The red (I-5) alignment received a mix of positive and negative comments; some saying this would allow for true high speed rail and minimize community and environment impacts, but there was also concern about expense and disruption to vehicle traffic.
4. The purple (OE) alignment received split support with concern about community impacts on Milwaukie, Tualatin, and Lake Oswego; more support for southern portion (Eugene to Albany or Salem); support for using state-owned right of way.
5. The yellow (west) alignment mostly positive support for southern portion (Eugene to Corvallis/Albany).
6. Support was expressed for using existing stations, serving downtown centers, and linking with local transit.
7. There was high support for a new station in Corvallis, some support for a new station in Woodburn; and high support to maintain the Oregon City station.

Discussion Topics

It is important for Wilsonville to actively participate in this project, though it is still not clear whether or how it will impact local facilities and decisions. Staff is seeking comment and guidance from Council on the alternative alignments and station locations, to best represent the City's interests as project discussions evolve.

Questions for City Council Discussion

Do we want passenger rail to come through Wilsonville (or not)?

Do we want a passenger rail station in Wilsonville (or not)?

Is it important to study passenger rail for the state and its connection to California, Washington, and British Columbia?

Is it important to have a station to serve the south metro area as an alternative to Portland's downtown Union Station?

Some factors or questions for consideration include:

- Alternative alignments that follow I-5 likely will impact Wilsonville.
- Impacts to the existing community may include noise, safety, and increased train traffic
- How does the passenger rail service impact existing railroad crossings?
- Who will be using the train? Are there mutual benefits between Wilsonville attributes and passenger rail service?
- Traffic impacts from station users.
- What kind of changes could be expected for the I-5/Boone Bridge?
- How would the location or service function relative to future WES extension to Salem?
- Is there benefit for co-use of an existing station like WES/Smart Central?
- Are there criteria that are important to Wilsonville in evaluating the alignment alternatives?

Next Steps

The Oregon Passenger Rail project team will be meeting with City staff in the next month to discuss the project. The project team is in the process of assembling Community Advisory Groups (CAGs) for the subareas along the alignment alternatives. A CAG for the SW Metro area is being formed that will include two to three people from the cities of Wilsonville, Lake Oswego, Tualatin, Durham, and Tigard that can represent environmental, transportation, neighborhood, business, and economic development interests.

The next Corridor Forum meeting is scheduled for April 16. Corridor Forum members will be establishing the priorities that will be used to evaluate and select the alternatives for the EIS.

Attachments:

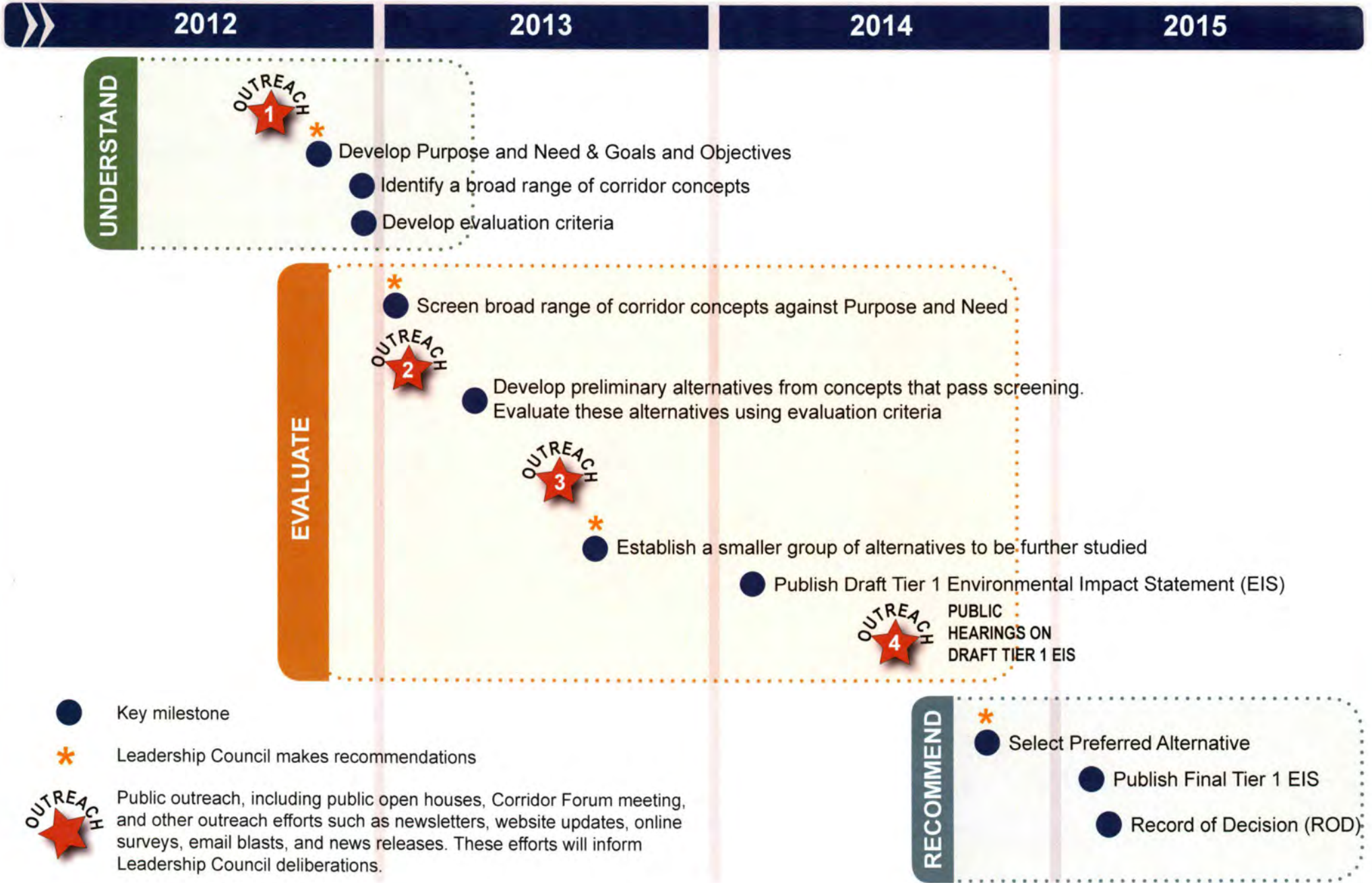
Anticipated Study Schedule

Draft Final Purpose and Need Statement (January 4, 2013)

Draft Goals and Objectives (January 2013)

Concept Alternatives (March 6, 2013)

Corridor Concept Descriptions (January 2013)



OUTREACH
1

OUTREACH
2

OUTREACH
3

OUTREACH
4

OUTREACH

Oregon Passenger Rail EIS: Three Phases

The Oregon Passenger Rail Environmental Impact Statement (EIS) process will be used by the Oregon Department of Transportation (ODOT) and the Federal Railroad Administration (FRA) to make an informed decision about the future of rail improvements in Oregon. FRA guidelines call for a tiered EIS process. The Tier 1 EIS will identify a general rail alignment, station locations, and service characteristics (such as number of daily trips, travel time objectives, and technology). After the Tier 1 decision has been made, a more detailed environmental analysis under a Tier 2 process may be required before constructing improvements. The study is divided into three general phases - *Understand*, *Evaluate*, and *Recommend*. Public input will be a critical part of the process. Each phase will include one or more rounds of outreach so that the public and key stakeholders can have a voice throughout the process.

UNDERSTAND

This is the initial phase, known as the official National Environmental Policy Act (NEPA) scoping phase, and its purpose is to identify issues and ensure that an appropriate range of alternatives will be considered through the EIS process. The main outcomes of this phase include:

- Develop the project Purpose and Need
- Develop the project Goals and Objectives
- Identify a broad range of alternatives
- Develop an evaluation framework that includes a set of criteria against which the alternatives can eventually be screened.



The *Understanding* phase will include public outreach and meetings to ask the public to weigh in on a draft Purpose and Need statement, and help shape the Goals and Objectives. The project team will also seek input on potential rail alignment alternatives.

EVALUATE

Following the *Understanding* this phase, alternatives will undergo two narrowing processes, both of which will offer opportunities for public involvement.



First, the broad range of alternatives will be screened against the project Purpose and Need. Members of the public will be invited to review the results of this screening and comment on how the screening was applied.



Then, the alternatives that “pass” the first screening will be evaluated against specific criteria developed in the *Understand* Phase. The result will be a narrowed list of alternatives that will move forward for more detailed analysis in the Draft EIS (DEIS). Again, the public will be asked to weigh in on how the criteria were applied and will deepen the project team’s understanding of the trade offs and implications of each of the alternatives.



After these two screenings, the DEIS will be published. The public will have the opportunity to submit formal comments on the DEIS during Public Hearings.

RECOMMEND

Following the Public Hearings, the Leadership Council will recommend a Preferred Alternative based on the technical evaluation conducted in the DEIS and analysis of public and agency input. The environmental impacts of the Preferred Alternative will be documented in the Final EIS. Finally, the FRA will issue a Record of Decision (ROD) to document its formal decision on the Preferred Alternative.



Draft Final Purpose and Need Statement *(January 4, 2013)*

Purpose

The purpose of the Oregon Passenger Rail Project is to improve the frequency, convenience, speed and reliability of passenger rail service along the Oregon segment of the federally-designated Pacific Northwest Rail Corridor (PNWRC) in a manner that will:

- Provide riders with an efficient, safe, equitable and affordable alternative to highway, bus, and air travel;
- Be a cost-effective investment;
- Protect freight-rail carrying capability¹;
- Support the ongoing implementation of regional high speed inter-city passenger rail in the PNWRC between the Eugene-Springfield metropolitan area and Vancouver, British Columbia;
- Be compatible with the Washington State portion of the PNWRC;
- Promote economic development;
- Avoid or minimize community and environmental impacts; and
- Integrate with existing and planned multi-modal transportation networks.

Need

Multiple transportation, land use, socio-economic, and environmental considerations drive the need for this project, including:

- **Increasing Intercity and Regional Travel Demands**

Eight of the ten largest cities in Oregon are along the corridor, including the state's three largest metropolitan areas of Portland, Salem-Keizer, and Eugene-Springfield. Willamette Valley population growth has increased intercity and regional travel demands, resulting in decreased highway mobility and increased demand for alternative travel modes including rail for business, personal, and tourist travel. Passenger rail ridership on the existing state-sponsored Cascade service between Portland and Eugene (that also serves stations in Oregon City, Salem, and Albany) has increased 22 percent since 2009 and by 238 percent since 1995, and is forecast to continue to increase with Willamette Valley population growth. Over the next 25 years, the population of the Willamette Valley is forecast to grow by approximately 35 percent, with an overall

¹ Cargo load that can be transported by freight-rail.

population reaching approximately 3.6 million by the year 2035. During this same period, freight volume (carried by both trains and trucks) in Oregon is expected to grow by approximately 60 percent. The increase in both freight and passenger rail demand creates a need for rail infrastructure investment.

- **Limited Rail System Capacity and Competing Service Needs**

Freight and passenger rail between Eugene and Portland have competing service needs in a corridor with limited rail system capacity. Forecast growth places added burden on the existing rail network to move both people and freight. Currently, passenger trains between Union Station in Portland and Eugene have operating rights on Union Pacific Railroad owned tracks. BNSF Railway owns the railroad tracks in the congested corridor between Union Station in Portland and Washington State.

Scheduled end-to-end passenger rail travel time between the Eugene Depot and Portland's Union Station averaged 2 hours and 40 minutes (not including delay) in 2012, approximately 40 minutes longer than the time it takes to travel the same distance in a passenger vehicle. From 2006 through 2011, passenger trains in the corridor were on time an average of approximately 65 percent of the time. Current train delay ratios in this corridor are similar to the conditions for much larger and denser rail systems. Existing freight rail capacity must be preserved or enhanced to be consistent with statewide and regional freight goals and forecasts. New capital investments will help alleviate existing capacity issues and create opportunities for improved freight and passenger rail operations.

- **Declining State and Local Roadway Funding**

Declining state and local roadway funding will limit the ability to fund roadway capacity projects to improve mobility. Oregon's funding outlook for financing roadway improvements is severely constrained due to lower gas tax revenue (primarily from the trend of more fuel efficient vehicles and lower vehicles miles traveled), and Oregon's repayment of bonds from recent critical transportation infrastructure improvements which reduces the funding available for future projects. Communities within the state are looking beyond roadway projects towards other types of transportation projects to leverage available funding sources for non-roadway projects to improve mobility and to provide an interconnected multimodal system that serves both regional and local networks.

- **Increase Economic Vitality of the Corridor**

Increasingly congested highways and rail corridors have negative effects on the economy of communities in the Willamette Valley. Transportation investments are needed to reduce travel delay and improve economic market access and competitiveness. With declining state and local roadway funding, rail infrastructure investments can reduce congestion's effect on the economic vitality of the corridor. Rail infrastructure investments with improved passenger rail operations and improved

infrastructure for freight operations will improve market access within the corridor for individuals and goods, and will improve the economic competitiveness of the communities within the Willamette Valley and Oregon as a whole.

- **Promoting Transportation System Safety and Security**

Stability and security of both rail passengers and the surface transportation system within the corridor can be bolstered by providing viable alternatives to highway travel. Per passenger mile traveled, rail has historically had lower fatality rates than highway travel. If there is a major accident or prolonged disruption to travel on Interstate 5, travelers will need options to move through the project corridor. Improved passenger rail service would increase the resiliency of the transportation system in the corridor. Finally, there is a need to address the long-term rail safety for freight and passenger rail on existing shared railroad right-of-way.

- **Changing Transportation Demand resulting from Demographic Changes**

Transportation demand within the State of Oregon has been changing over the past decade, consistent with a national trend toward reduced driving within and between urban areas. Between 2000 and 2010, Oregon's population became older with fewer households having access to an automobile. In urbanized areas, a growing number of people of legal driving age are also choosing a car-free lifestyle. These changing demographic trends contribute to an increasing demand for non-automobile intercity travel options including passenger rail.



DRAFT Goals and Objectives

Based on input from the public and project committees, the project team drafted goals and objective in the winter of 2012. The draft goals and objectives identify the primary issues that the project is intended to address, and will help shape evaluation measures that will be used to assess the preliminary route alternatives.

The following draft goals and objectives were presented to the public for comment in a series of public open houses in January 2013.

Goal 1: Improve passenger rail mobility and accessibility in the Willamette Valley.

Objectives:

- 1A - Provide a viable alternative to auto, air, and bus travel between Eugene, OR and Vancouver, WA.
- 1B - Provide reliable and frequent passenger rail service.
- 1C - Support multimodal integration at each passenger rail station.
- 1D - Allow for future passenger rail improvements, including higher speeds.

Goal 2: Protect freight-rail capacity and investments in the corridor, and maintain safety.

Objectives:

- 2A - Does not increase conflicts between heavy rail and automobiles.
- 2B - Protect freight-rail carrying capability.

Goal 3: Plan, design, and build a cost-effective project.

Objectives:

- 3A - Develop a strategy that can be reasonably funded and leveraged with range of investment tools for construction and operation.
- 3B - Serve the maximum number of people with every dollar invested.

Goal 4: Provide an affordable and equitable travel alternative.

Objectives:

- 4A - Provide a viable and affordable alternative for travelers.
- 4B - Provide equitable investments and service, with consideration to race/ethnicity and income.

Goal 5: Be compatible with passenger rail investments planned in Washington State.

Objectives:

- 5A - Provide passenger rail service to meet the existing and future passenger rail demand for an interconnected system in the Pacific Northwest High Speed Rail corridor.

Goal 6: Promote community health and quality of life for communities along the corridor.

Objectives:

- 6A - Benefit communities within the corridor.
- 6B - Minimize impacts to communities along the corridor.

Goal 7: Protect and preserve the existing natural and built environment.

Objectives:

- 7A - Support Oregon's commitment to the preservation of resource lands and local land use and transportation planning.
- 7B - Reduce greenhouse gas emissions in support of national and state policies to slow climate change.
- 7C - Minimize impacts to the natural environment and cultural resources.



Corridor Concept Descriptions

Corridor concepts are early ideas for potential rail routes and station locations. They were developed based on public input received during the fall of 2012. The following list describes the corridor concepts that were screened against the project Purpose and Need statement and presented at a series of public open houses in January 2013.

Four Main Concepts

Four main corridors have been identified between Eugene-Springfield and Portland-Vancouver.

Blue: The blue corridor generally follows the existing Amtrak Cascades route, potentially within or near the Union Pacific rail line between Eugene-Springfield, Junction City, Albany, Salem, Keizer, Woodburn, Oregon City, Milwaukie, and Portland. It crosses the Willamette River in Portland near Union Station before continuing northward either on or near existing BNSF tracks to Vancouver, WA.

Red: The red corridor runs along Interstate 5, either within or near the current highway footprint. It follows the highway between Eugene-Springfield, Albany, Salem, Keizer, and Wilsonville. The red corridor would be all new track devoted to intercity passenger rail service.

- There is one option between Eugene and Harrisburg to use an abandoned railroad and then connect with the red corridor or blue corridor south of Halsey.
- South of Salem, the red corridor would require a tunnel to get through the hilly topography.
- Near Interstate 205, the red corridor concept would separate from I-5 and continue north through a new tunnel on the west side of the Willamette River.
- North of downtown Portland, the red corridor could continue on its own corridor, or connect with the blue corridor.

Purple: The purple corridor generally follows the existing Oregon Electric rail line, with several options.

- It travels westward through Eugene before turning north near the Eugene Airport, and then travels through Junction City and Harrisburg before connecting with the blue corridor in Albany.
- North of Albany, the purple corridor continues through a wildlife preserve.
- South of Salem, the corridor follows the existing Oregon Electric tracks or a new connection via a tunnel.
- North of Woodburn, the purple corridor could (1) travel east near Donald to connect to the blue corridor west of Canby, (2) continue on the Oregon Electric line to Tualatin, where it would transition to the Tillamook Branch line through Lake Oswego and connect to the blue corridor in Milwaukie, or (3) move to the red line north of Wilsonville to a tunnel on the west side of the Willamette River.

Yellow: The yellow corridor concept starts in the Eugene-Springfield area, and continues west of the purple corridor to travel through Monroe and Corvallis, and then either travels east to connect with the purple or blue line in Albany, or continues northward through Independence, McMinnville and Newberg, to connect to the purple line at Tualatin.

Partial Corridor Concepts

Some shorter corridor concepts are being considered that could serve communities between Eugene-Springfield and Portland-Vancouver, but would need to connect to one of the corridors described above.

Pink: The pink corridor travels west from Eugene to Veneta and then north to connect to the green line, southwest of Junction City.

Brown: The brown corridor begins near Wilsonville, but hugs the I-205 corridor, traveling inside or adjacent to the highway footprint before turning east near the Portland International Airport to tie into the blue corridor in North Portland.

Tan: The tan corridor is a short connection between the purple and red corridor north of Millersburg.

OREGON PASSENGER RAIL

City Council Work Session

April 1, 2013

- Wilsonville is located on alignments being considered for passenger rail.
- Important to engage and inform decision makers about local concerns and interests.

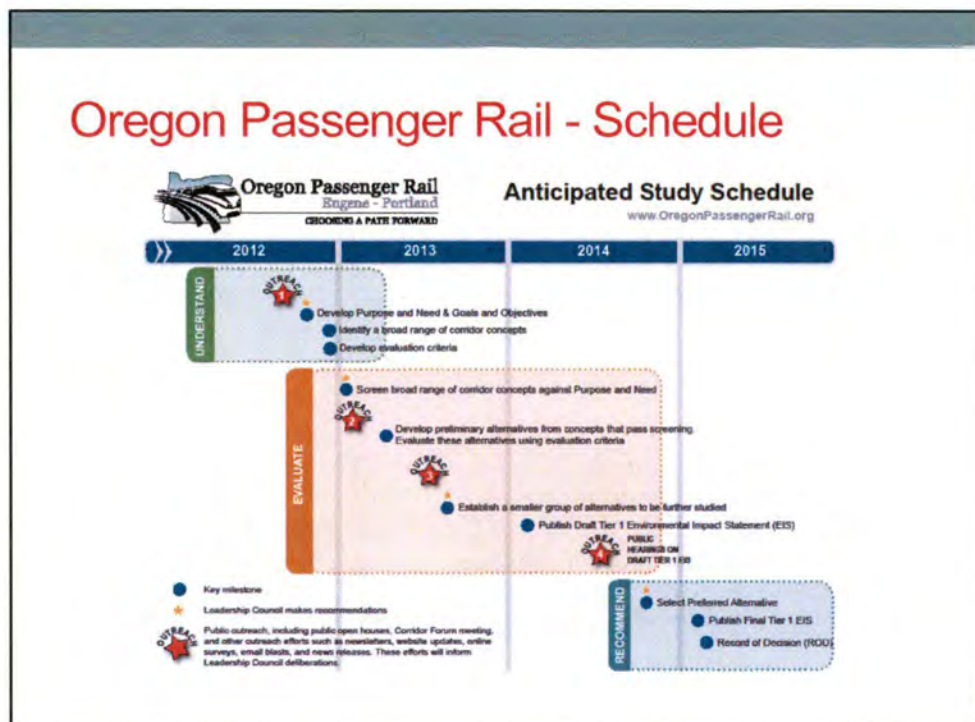


Oregon Passenger Rail

Project Purpose

Improve the frequency, convenience, speed and reliability of passenger rail service along the Oregon segment of the federally designated Pacific Northwest Rail Corridor.

- Provide an efficient, safe, and cost effective alternative to highway, bus, and air travel.
- Protect freight-rail carrying capability.
- Support a Pacific Northwest Rail Corridor between Eugene and Vancouver, BC.
- Promote economic development.
- Avoid or mitigate community and environmental impacts.
- Integrate with local and regional auto, transit, bicycle, and pedestrian transportation networks.



Oregon Passenger Rail

Public Involvement

- Leadership Council – Elected officials from the Willamette Valley to make decisions and advise the Governor and Oregon Transportation Commission on preferred alignment.
- Corridor Forum – Elected and staff from the communities along the corridors to provide local knowledge and explore broad-level issues and viable options. Advises the Leadership Council.
- Community Advisory Groups – Local stakeholders that represent interested parties and can provide insight to the project.
- Staff meetings – Communities along the corridors.
- Public open houses – General public comment and input.

Oregon Passenger Rail Wilsonville's Interest

- Wilsonville is located on alignments being considered for passenger rail.
- Important to engage and inform decision makers about local concerns and interests.

A "blue" alignment generally following UP freight rail line.

A "red" alignment that generally follows I-5.

A "purple" alignment generally following OE or PW rail line.

A "yellow" alignment west of the purple alignment to include Corvallis and Monmouth.



March 6, 2013

Concept Alternatives



Oregon Passenger Rail Goals and Objectives

- Goal 1: Improve passenger rail mobility and accessibility in the Willamette Valley.
- Goal 2: Protect freight-rail capacity and investments in the corridor and maintain safety.
- Goal 3: Plan, design, and build a cost-effective project
- Goal 4: Provide an affordable and equitable travel alternative
- Goal 5: Be compatible with passenger rail investments in Washington State.
- Goal 6: Promote community health and quality of life for communities along the corridor.
- Goal 7: Protect and preserve the existing natural and built environment.

Oregon Passenger Rail

Open House Feedback on Goals and Objectives

- Most important:
 - Reliability and frequency of service.
 - Better coordinated travel times to meet traveler needs.
- Passenger rail must connect well to local transit.
- Rail improvements should promote economic development and protect existing investments.
- Passenger rail should serve the highest population centers.
- Mix of support for a long-term high speed vision vs. making incremental improvements to the current system.

Oregon Passenger Rail

Key Themes Emerging from Open Houses

- The **blue** (UP) is most supported - few negative comments.
 - Uses existing resources, possibly least expensive, can be completed soon.
- The **red** (I-5) received a mix of positive and negative comments.
 - Would allow for true high speed rail, minimize community and environment impacts.
 - But concern about expense and disruption to vehicle traffic.
- The **purple** (OE) received split support.
 - Support for southern portion (Eugene to Albany or Salem) and for using state right of way.
 - But concern about community impacts on Milwaukie, Tualatin, and Lake Oswego.
- The **yellow** (west) received support for southern portion (Eugene to Corvallis/Albany).
- Support was expressed for using existing stations, serving downtown centers, and linking with local transit.
- High support for a new station in Corvallis, some support for a new station in Woodburn; and high support to maintain the Oregon City station.

Oregon Passenger Rail

Questions for City Council Discussion

- *Is it important to study passenger rail for Oregon that connects to California, Washington, and British Columbia?*
- *Is it important to have a station in the south metro area in addition to Portland's Union Station?*
- *Should passenger rail come through Wilsonville (or not)?*
- *Do we want a station in Wilsonville (or not)?*
- *What ideas and questions do we want to convey to the project?*
- *Other*

Oregon Passenger Rail

Things to Consider

- Wilsonville is located on alignments being considered for passenger rail.
- Important to engage and inform decision makers about local concerns and interests.

- Alternative alignments that follow I-5 likely will impact Wilsonville.
- Impacts to the existing community may include noise, safety, and increased train traffic
- How does the passenger rail service impact existing railroad crossings?
- Who will be using the train? Are there mutual benefits between Wilsonville attributes and passenger rail service?
- Traffic impacts from station users.
- What kind of changes could be expected for the I-5/Boone Bridge?
- How would the location or service function relative to future WES extension to Salem?
- Is there benefit for co-use of an existing station like WES/Smart Central?
- Are there criteria that are important to Wilsonville in evaluating the alignment alternatives?

Oregon Passenger Rail

Next Steps

- Lots of opportunity for public involvement.
- Wilsonville position on the
- Oregon Passenger Rail project as it relates to the Wilsonville community
- Upcoming Community Advisory Groups
- Staff Meetings
- Next Community Forum meeting April 16, 2013
- Updates to City Council

Oregon Passenger Rail Project Public Involvement

Three different bodies are engaged:

*4-1-13
cc work
session*

Leadership Council is the Governor-appointed committee overseeing the process that will deliberate and make recommendations throughout the life of the project.

Name	Representing
Co-Chair Kitty Piercy, Mayor of Eugene	Eugene
Co-Chair John Russell	Portland
Charlie Hales, Mayor of Portland	Portland
Tom Hughes, Metro Council President	Metro
Sen. Rod Monroe	South Metro Region
Jeremy Ferguson, Mayor of Milwaukie	South Metro Region
Rep. Vicki Berger	State Representative
Anna Peterson, Mayor of Salem	Salem
Rep. Sara Gelser	State Representative
Sharon Konopa, Mayor of Albany	Albany
Rep. Nancy Nathanson	State Representative
Sen. Lee Beyer	Springfield
Hillary Wylie, Springfield City Council	Springfield
Neil McFarlane, Manager, TriMet	Transit
TBD, Lane Transit District Board	Transit
Mark Frohnmayer, Arcimoto	Oregon Transportation Commission
E. Walter Van Valkenburg	OR Business Development Commission
Mike Quilty, Rogue Valley Clean Cities Coalition	Out of Corridor
TBD	Land Conservation and Development Commission
Matthew Garrett, Director	Oregon Department of Transportation *
Lynn Peterson	Washington Department of Transportation*

Corridor Forum is composed of directors/managers and elected representatives from cities and counties and other key agencies and stakeholders. The Forum will identify and explore broad-level issues, opportunities and viable options for balancing the broad range of interests in the corridor. Input from this group

See next page for list of forum members.

Community Advisory Groups consider local issues and provide input to the Corridor Forum and Leadership Council. The purpose of these geographically based groups is to provide local stakeholders with an opportunity to identify issues that will help shape alignment options in their area of project. Community Advisory Groups are currently being formed in the six major communities in the project study area: Portland, southeast Portland Metro area, southwest Portland metro area, Salem/ Keizer, Albany/ Corvallis, and Eugene/Springfield. These groups will meet in April and May of 2013.

The Federal Railroad Administration is the final decision-maker for all decisions.



Corridor Forum Composition List

JURISDICTIONS

Cities

1. **City of Albany**
Mayor Sharon Konopa
Alternate: Ron Irish
2. **City of Eugene**
Leadership Council Co-Chair, Mayor
Kitty Piercy
3. **City of Halsey**
Judy Cleeton, City Administrator
Alternate: Mayor Cindy Choat
4. **City of Harrisburg**
Don Shipley, City Councilor
Alternate: Bruce Cleeton
5. **City of Tangent**
Mayor Seaton McLennan
Alternate: Georgia Edwards
6. **City of Junction City**
David Brunscheon
Alternate: Kevin Watson
7. **City of Keizer**
Cathy Clark, City Councilor
*Alternates: Nate Brown, Chris
Eppley*
8. **City of Lake Oswego**
Donna Jordan, City Councilor
9. **City of Milwaukie**
Mayor Jeremy Ferguson
10. **City of Oregon City**
John Lewis, Public Works Director
11. **City of Portland**
Paul Smith, Planning Manager,
Portland Transportation Bureau
12. **City of Salem**
Mayor Anna Peterson
Alternate: Julie Warncke
13. **City of Springfield**
Hillary Wylie, City Councilor
Alternate: Tom Boyatt
14. **City of Tualatin**
Mayor Lou Ogden
Alternate: Monique Beikman
15. **City of Wilsonville**
Mayor Tim Knapp
*Alternates: Nancy Kraushaar, Mark
Ottenad*
16. **City of Woodburn**
Mayor Kathy Figley
Alternate: Scott Derickson

- 17. City of Canby**
Mayor Brian Hodson
Alternate: Greg Ellis

Counties

- 18. Benton County**
Linda Modrell, County
Commissioner
- 19. Clackamas County**
Cam Gilmour, Director of the
Department of Transportation and
Development
Alternate: Karen Beuhrig
- 20. Washington County**
Chris Deffebach
*Alternates: Andy Back, Steve
Szigethy*
- 21. Marion County**
Sam Brentano, County
Commissioner

Regional Governments

- 26. Cascades West ACT**
Linda Modrell, Benton County
Commissioner
- 22. Mid-Willamette Valley ACT & COG**
Mayor Kathy Figley, City of
Woodburn
- 23. Lane ACT**
Mayor Kitty Piercy, City of Eugene
- 24. Lane COG**
Brenda Wilson, Director
Alternate: Paul Thompson
- 25. Metro**
Tom Hughes, President
Alternate: Andy Cutugno

- 26. Port of Portland**
Kathryn Williams, Business and Rail
Affairs Manager
*Alternates: Phil Healy, Sean
Longhran*

Transit Agencies

- 27. Lane Transit District**
Greg Evans, Board of Directors
Alternate: Gary Gillespie
- 28. SMART Transit**
Stephan Lashbrook, Transit Director
- 29. TriMet**
Alan Lehto, Director of Project
Planning

State Agencies and Interests

- 30. Department of Land
Conservations and Development**
Greg MacPhearson
Alternate: Matt Crall
- 31. Travel Oregon**
Harry Dalgaard

STATEWIDE INTEREST GROUPS

Business & Consumer Interests

- 32. OSPIRG**
Dave Rosenfeld, Executive Director
- 33. Oregon Business Council**
Duncan Wyse, President
Alternate: Jeremy Rogers

Railroad Owners/ Operators

34. Amtrak

Robert C. Eaton, Director of
Government Affairs- West

35. BNSF Railway

DJ Mitchell, AVP Passenger
Operations

36. Portland & Western Railroad

Jim Irvin, President

37. Union Pacific Railroad

Brock Nelson, Director Public Affairs

Passenger Rail Advocates

38. AORTA

Bob Krebs, AORTA Director
Alternate: Donald Leap

39. Cascadia Center

Bruce Agnew, Director

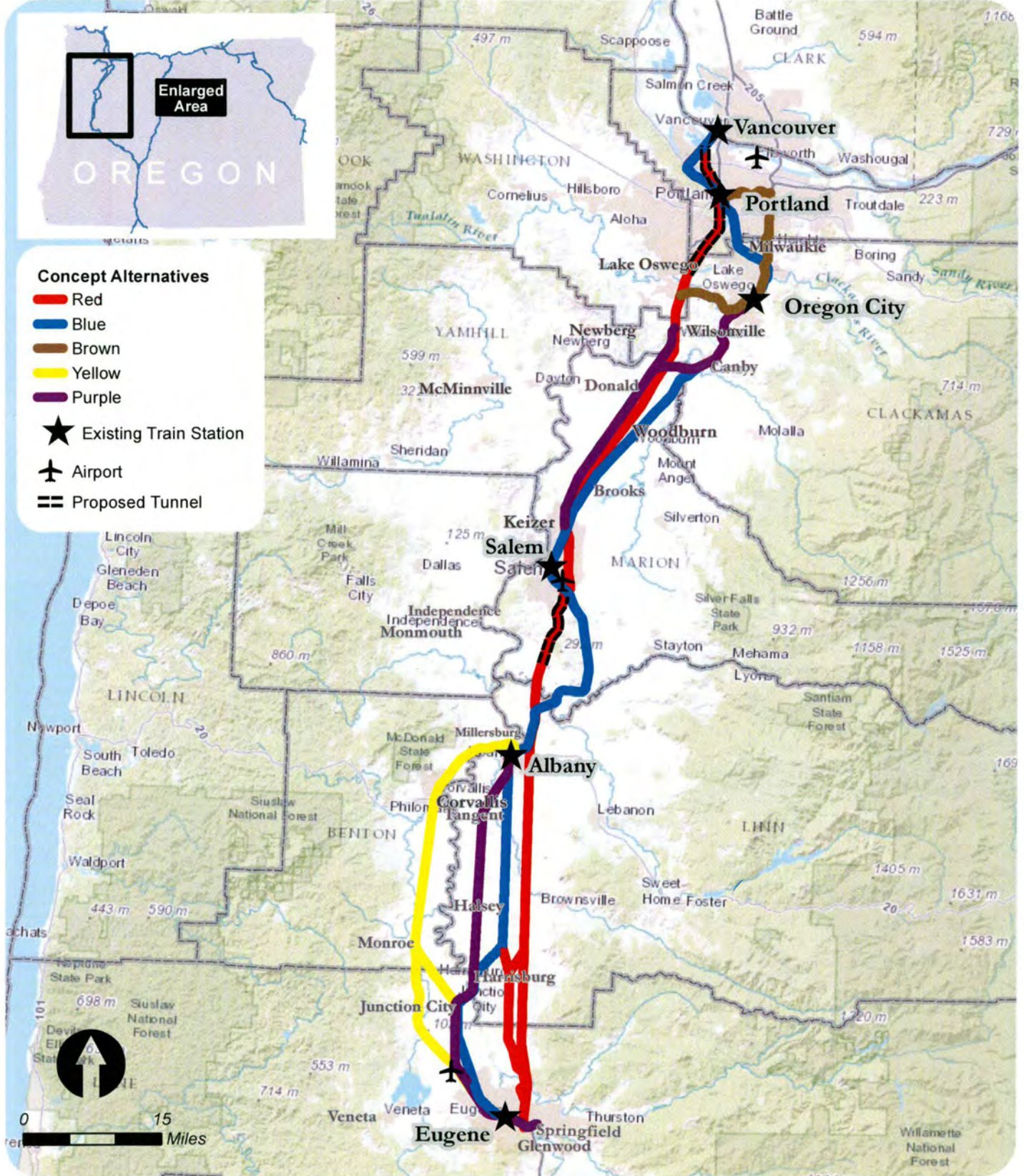
FEDERAL AGENCIES

40. Federal Highway Administration

INDIVIDUALS

41. John Russell

Russell Development Co.




March 6, 2013

Concept Alternatives

**City of Wilsonville
Water Rate Study Overview &
Objectives**

①
CITY COUNCIL
APRIL 1, 2013






Agenda

②

- Overview of Process
- Existing Water Rates
- Policy Areas & Objectives
- Study Objectives Exercise
- Preliminary Schedule

Overview of Process

③

Financial Plan	Cost of Service	Rate Design
		
<i>Overall system revenue needs</i>	<i>Costs by customer class</i>	<i>Fixed & variable charges</i>

Existing Water Rates: Residential

4

Rate Component	Summer	Winter
Base Rate (\$/unit includes 400 cf)	\$19.88	\$19.88
Volume Rate (\$/100 cf)		
Tier 1: Winter Avg + 300 cf (over 400 cf)	\$3.70	\$3.70
Tier 2 > Winter Avg +300 cf	\$5.61	\$3.70

*cf = cubic feet (100 cf = 748 gallons)

Existing Water Rates: Other

5

Rate Component	Monthly
Base Rate (\$/customer*)	
¾" (4 ccf included)	\$19.88
10" (17 ccf included)	\$75.90
Volume Rate (\$/100 cf over base)	
Commercial	\$3.64
Industrial	\$3.92
Irrigation	\$5.61
Multi family	\$3.79

*Includes 4-17 units (100 cf) depending on meter size

Key Policy Areas

6

Financial Plan	Cost of Service/Rate Design
Reserves levels	Fixed vs. variable cost recovery
Capital financing strategy	Minimum charges
Debt Management	Volume structure
Rate transitioning	Customer Classed

Typical Policy Objectives

7

Equitable	Reflects costs of providing service to different types of customers
Understandable	Transparent & easy for general public to understand/calculate
Implementable	May be implemented with little change to code or billing system
Promotes Conservation	Promotes water conservation and resource management
Beneficial to Economy	Supportive of business retention/expansion

Typical Policy Objectives, Cont.

8

Affordable	Affordable to community or supported by targeted assistance program
Rate Stability	Promote small, steady increases over time; predictability; rate transitioning
Revenue Stability	Provides predictable revenue to the utility; less sensitive to changes in water demand
Defensible	Based on standard industry practices and local data
Other	????

Competing Objectives

9

The diagram illustrates the tension between four key policy objectives: Affordability, Promotes Conservation, Adequate Revenue, and Understandable. These objectives are represented by arrows pointing towards a central icon of a scale of justice, which has a red 'X' above it, signifying that these goals can be conflicting or difficult to achieve simultaneously.

Sample Policy Evaluation:
Fixed vs. Variable Cost Recovery

10

Current Rate Structure Characteristics

- Relatively high fixed charge
- Minimum quantity (400 -1700 cf) included in base

Pros

- Revenue stability
- Adequate revenue

Cons

- Affordable (for small users)
- Equitable/Understandable

Sample Policy Evaluation:
Volume Rate Structure

11

Current Rate Structure Characteristics

- Residential seasonal inclining block (summer surcharge on use over winter avg. +3 units)
- Other classes uniform rate (all usage charged the same)

Pros

- Promotes water conservation (residential)
- Equitable (rates by class)

Cons

- Understandable (very complex)
- Revenue stability (residential tiers)

Pricing Objectives Exercise

12

- Chose one priority category for each objective
- Place an "X" in the column that relates to your priority placement
- Priority categories are weighted (essential = 6, important = 3, less important = 1)
- Scoring will be summed and reported back
- Top objectives will be used to evaluate issues

Sample Results

13

Policy Objective	Score
<u>Equitable</u>	7.8
<u>Understandable</u>	5.4
<u>Beneficial to Economy</u>	6.6
<u>Rate Stability</u>	6.2
<u>Compatible with Other Policies</u>	5.0
<u>Adequate Revenue</u>	7.5
<u>Revenue Stability</u>	6.0

- ### Preliminary Schedule
- 14
- April/May – Technical Analysis
 - Early June: Council work session (preliminary recommendations)
 - July: Public hearing

Discussion

15

Evaluation of Rate Design Policy Objectives



Instructions: place an "X" in the essential, important, or less important column for each policy objective, based on relative importance related to the city's rate structure.

	Policy Objectives	Essential	Important	Less Important
1	Equitable - Rate structure reflects cost of providing service to different groups based on area, function, customer class, and service characteristics.			
2	Understandable - Rates and fees are transparent and easy to for general public to understand and calculate based on information provided.			
3	Implementable - Rate or fee structure can be implemented within current code and billing system or with small modifications.			
4	Promotes Conservation - Rate structure promotes water conservation and good resource management.			
5	Beneficial to Economy - Rate structure is supportive of business retention or expansion and industrial development.			
6	Adequate Revenue - The utility rates are sufficient to generate revenues required to support operations, maintain and develop capital infrastructure, and preserve or enhance the financial integrity of the utility system.			
7	Affordable - Rates are affordable to community, or if not affordable to a segment of the community, a program is in place to provide relief or assistance.			
8	Rate Stability - Rate design and financial planning promote small steady increases over time rather than substantial fluctuations which may be unpredictable for customers. Changes in rate structure are transitioned to mitigate impacts.			
9	Revenue Stability - Rate structure provides predictable revenue source that is less sensitive to changes in demand or weather patterns.			
10	Defensible - Rate development process and structure reflects standard industry practices.			
	Other			
	Other			


**CITY COUNCIL MEETING
 STAFF REPORT**

Meeting Date: April 01, 2013	Subject: Quarterly Report by Owner's Representative for Waste Water Treatment Plant Design-Build-Operate Improvements Project Staff Member: Eric Mende, Capital Projects Engineering Manager Department: Engineering	
Action Required <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 type="checkbox"/> Information or Direction <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda	Advisory Board/Commission Recommendation <input type="checkbox"/> Approval <input type="checkbox"/> Denial <input checked="" type="checkbox"/> None Forwarded <input type="checkbox"/> Not Applicable Comments: n/a.	
Staff Recommendation: n/a <i>THERE IS NO RECOMMENDATION, THIS IS AN INFORMATION ITEM.</i>		
Recommended Language for Motion: N/A		
PROJECT / ISSUE RELATES TO: <i>[Identify which goal(s), master plans(s) issue relates to.]</i>		
<input type="checkbox"/> Council Goals/Priorities	<input type="checkbox"/> Adopted Master Plan(s)	<input checked="" type="checkbox"/> Not Applicable

ISSUE BEFORE COUNCIL:

SAIC, LLC (formerly R. W. Beck, Inc.) and Brown and Caldwell are currently providing Owner's Representative services to the City on the Design-Build-Operate (DBO) contract for the Wastewater Treatment Plant (WWTP) Improvements. One of the tasks under the Owner's Representative Agreement with SAIC is a Quarterly Report to City Council pertaining to the performance of the DBO Company – CH2M HILL. Representatives from SAIC and Brown and Caldwell provided briefings to City Council in March, June, September and December 2012 and tonight we provide the fifth of these quarterly reports. Due to the scheduling of this presentation,

this quarterly report includes December 2012 as well as January, February, and March 2013. We are prepared to answer any questions that arise during tonight's meeting.

BACKGROUND FOR NEW COUNCILORS:

In 2008, the City chose to utilize the Design-Build-Operate (DBO) project delivery approach for the WWTP improvements in order to realize financial and operational benefits for its rate payers, including timely, efficient, and cost-effective scheduling; optimal risk allocation; competitive design selection; clear assignment of performance responsibilities to a single contracting entity; asset management approach with predictability of capital costs, and; integration of key design, construction, operations, and quality assurance/quality control measures. These goals are to be achieved through the contracting with a single entity to design, construct, operate, and maintain the WWTP and Lift Stations while the City maintains ownership of the assets.

To assist the City in the development and implementation of the DBO concept, the City relied heavily on expert advice provided by the consulting team of SAIC and Brown and Caldwell. Four phases of Owner's Representative services were originally identified:

- Phase A: Development of the DBO Project Management approach, key technical criteria, DBO procurement strategy, and development of a Request for Qualifications;
- Phase B: Development of a Request for Proposal document, draft DBO service contract and technical appendices, and assistance with proposal evaluation and negotiations;
- Phase C: Monitoring of the contractual and technical compliance of the DBO Contractor during the Construction Phase of the project, including acceptance testing; and
- Phase D: Ongoing support related to plant performance.

Phases A and B are complete. The Phase C Professional Services Agreement with the Owner's Representative was approved by Council in November 2011 and is expected to be completed in early 2014 as the WWTP upgrades are completed and accepted by the City.

The DBO Agreement was executed between the City and CH2M HILL Engineers, Inc., on July 22, 2011. The scope of the DBO Agreement includes permitting, operation, maintenance, repair and replacement of the existing and upgraded WWTP and the Lift Stations, as well as some additional ancillary services. This report focuses on the Design-Build Work which generally includes permitting, designing, constructing, start-up, commissioning and ensuring passage of an Acceptance Test for Wastewater System Capital Improvements to increase the average dry weather flow capacity of the plant from 2.25 million gallons per day (mgd) to 4 mgd, with accommodations for future expansion up to 7 mgd.

EXECUTIVE SUMMARY:

SCHEDULE

CH2M HILL is approximately three months ahead of schedule compared to the contractually required March 2014 Acceptance Date. Some construction activities are being completed earlier than previously planned as a result of CH2M HILL's implementation of a plan to haul sludge to the City of Salem for processing (described further in a subsequent section). The

current critical path includes the final effluent filters which must be functional on May 1, 2013 to meet permit requirements.

The Owner's Representative will continue to conduct detailed monthly reviews of the updated Design-Build Work schedule compared to the baseline schedule in order to alert the City to any schedule issues that may affect CH2M HILL's ability to meet the Acceptance Date.

BUDGET

As of February 25, 2013, CH2M HILL has been paid \$20,643,524.58, representing 57.5 percent of the current \$35,871,460.98 Design-Build contract value. A summary of the current and original Design Build price is shown below:

**Table 1
Summary of Design-Build Price**

Original Design-Build Price	\$35,707,414.00
Change Order Amount (total to date)	\$164,046.98 (0.46 percent)
Current Design-Build Price	\$35,871,460.98

Contract change orders to date have been minimal; the total costs for change orders are less than 0.5 percent of the original Fixed Design-Build contract price, and are less than 10 percent of the \$2 million in contingency funds allocated to the project.

CONTRACT ADMINISTRATION MEMORANDA (CAMs), CHANGE ORDERS (COs), AND DBO AGREEMENT AMENDMENTS (DAAs)

There are three mechanisms used for changes or clarifications to the DBO Agreement related to the Design-Build Work. A DBO Agreement Amendment (DAA) is a written amendment to the DBO Agreement.

A Change Order (CO) is a type of DAA which specifically is a written order issued by the City and agreed to in writing by the Company making a Design and Construction Requirement Change, whether made at Company request, due to Uncontrollable Circumstances, as a result of a term or condition imposed by a Governmental Body, or at the direction of the City. COs are generally used to make a Fixed Design-Build Price Adjustment, an adjustment to the Scheduled Acceptance Date or other change to the Technical Specifications relating to the Design-Build Work.

A Contract Administration Memorandum (CAM) is the principal formal tool for the administration of routine matters arising under the DBO Agreement between the parties that do not require a DBO Agreement Amendment.

To date, one DAA and 16 COs have been processed for the project, most of which have been at zero cost. The City executed one CO this quarter related to holiday work that allows CH2M HILL to work on Martin Luther King Day in 2013 and 2014, and then also on President's Day in February of 2013.

CH2M HILL has alerted the City that it may prepare two additional Change Order Requests for City review which will generally address:

1. Regulated Site Condition – CH2M HILL notified the City on November 20, 2012, of a Regulated Site Condition because asbestos cement pipe was found among the debris from the demolition of the existing filters. This was discussed at the November Monthly Construction Meeting, and per Appendix 5, subsection 5.4.5, disposal of this pipe is considered extra work and subject to Cost Substantiation. CH2M HILL stated that construction progress is not impeded by this finding and they will contract with a licensed asbestos contractor to perform the disposal following demolition of the biosolids collection building, and then CH2M HILL will prepare a COR for costs associated with disposal of this asbestos cement pipe for City review.
2. Differing Site Condition – CH2M HILL notified the City on March 5, 2013, of a Differing Site Condition because exposed rebar was found in the aeration basins due to concrete degradation that has resulted in corrosion. This issue was discussed at the February Monthly Construction Meeting where the City directed CH2M HILL to take the necessary steps to repair existing concrete walls and exposed rebar locations such that further degradation and corrosion are mitigated. Per Appendix 5, subsection 5.4.5, this is considered extra work and subject to Cost Substantiation. CH2M HILL stated that construction progress is not impeded by this finding and they will progress the work and track all impacts. Once all repairs have been completed, CH2M HILL will prepare a COR for costs associated with this extra work for City review.

To date, 25 CAMs have been processed for the project. Five CAMs were executed this quarter, four of which provide City approval of subcontractors who will provide Contract Services to CH2M HILL valued in excess of \$50,000. The fifth CAM addresses CH2M HILL's plan to transport sludge during construction to the Salem Water Pollution Control Facility for processing to Class B standards. This plan reduces onsite odors and provides additional space onsite for acceleration of certain construction activities. There are no additional costs to the City for these changes.

The previous quarterly report stated that the City and CH2M HILL were coordinating on one additional CAM related to the installation of three effluent cooling towers. The City and CH2M HILL agreed at the February Monthly Construction Meeting that this CAM is no longer needed. CH2M HILL is not relieved of any of its Effluent Performance Guarantee requirements and the City shall not be responsible for any additional costs incurred by CH2M HILL beyond the Design-Build Price to meet these requirements.

DESIGN

CH2M HILL continues to update the design drawings as major equipment and systems are procured.

PERMITTING

No permits were issued by the City during the quarter. All of the permit applications that will be required for construction have been submitted by CH2M HILL and authorized/issued by the City.

CONSTRUCTION PROGRESS

Construction activities this quarter have included:

- Advanced concrete foundation slabs and walls for the headworks, stabilization basin, and drying and dewatering building.
- Started up the emergency generator.
- Demolished existing motor control centers (MCCs) and transferred equipment loads to new MCCs.
- Ongoing mechanical and electrical installations, including conduit and conductors for fire and security systems.
- Advanced demolition of digester/primary clarifier and aeration basin #2.
- Progressed installation of the final effluent filter equipment and the flow control pump station and the dryer cooling tower.
- Initiated excavation for secondary clarifier #3.
- Hauled sludge to Salem for processing to Class "B" standards.
- Installed new SCADA system and started migrating equipment for operations.
- Removed existing trailer mounted centrifuge and lime silo from site.
- Replaced carbon media and continued use of scrubbers for odor control.

Attachment A contains selected construction photos for the month.

OTHER CONSTRUCTION-RELATED ACTIVITIES

CH2M HILL, the City and the Owner's Representative continue to meet at the Monthly Construction Meetings to discuss CH2M HILL's progress and any outstanding issues. Weekly Construction Check-in Meetings with the City and CH2M HILL and the Owner's Representative are held as needed. The Owner's Representative maintains a full time on-site inspector and an independent testing service to monitor and track construction progress and compliance with the contract requirements. In general, CH2M HILL and their subcontractors are doing an excellent job.

CH2M HILL conducts daily and monthly safety meetings with employees and subcontractors in accordance with their project specific safety plan. CH2M HILL's Monthly Progress

Report includes a Health and Safety update every month. CH2M HILL also updates the record drawings and record BIM model in general accordance with the DBO Agreement.

The required submittals completed by CH2M HILL during this quarter and reviewed by City and Owner's Representative included:

- Progress Payment Requisitions with Design-Build Work schedule updates
- Operations and Maintenance Manual preliminary draft which was submitted to and approved by DEQ.
- Major equipment submittals.
- Construction Plan and Odor Control Plan updates.
- Preliminary Acceptance Test Plan.
- Draft Hydraulic Test Plan.

ODOR CONTROL

No odor complaints from Wilsonville residents were reported in December, January, February or March. Fewer odors were detected by Company staff, City staff, and the Owner's Representative during this time period than in recent months. CH2M HILL continued to monitor the temporary odor control system and tested the carbon media frequently to better anticipate when it will become ineffective. CH2M HILL replaces the odor scrubber media as needed based on the test results obtained by CH2M HILL and is storing additional odor scrubber media on site so that it can be readily replaced when the media in the temporary odor control system becomes ineffective. Typically the media is expected to remain effective for six to eight weeks.

CH2M HILL implemented their proposed plan this quarter for processing sludge offsite (to meet Class "B" standards) by transporting sludge to the Salem Water Pollution Control Facility in order to help reduce odors during construction.

CH2M HILL submitted an updated Odor Control Plan to the City on February 20, 2013 for review which includes changes that have been made to the temporary odor control measures since the October update to the plan. The Owner's Representative and the City requested additional details related to other measures that CH2M HILL employs as required by the DBO Agreement. These measures may include cleaning tanks prior to demolition and management of construction sequencing and process changes to minimize odor breakthroughs.

OPERATIONS

The WWTP has operated within permit parameters this quarter. CH2M HILL has done an excellent job of continuously operating the WWTP in accordance with contract and permit requirements throughout construction.

OTHER CURRENT ISSUES

It was previously reported that the City was currently working with Department of Environmental Quality (DEQ) to develop a Mutual Agreement and Order (MAO) to temporarily modify the temperature Total Maximum Daily Load (TMDL) and give the City an opportunity to evaluate alternative means of achieving TMDL compliance. Subsequently, DEQ determined that they cannot sign an MAO at this time but may be willing to enter into an MAO with the City if a violation of temperature occurs prior to or following Acceptance.

ANTICIPATED ACTIVITIES FOR NEXT QUARTER

- HSSE Safety Training for anyone who plans to be on the WWTP site during construction.
- Development of draft Acceptance Test Plan and final Hydraulic Test Plan.
- Development of additional COs and CAMs that arise.
- Further refinements to CH2M HILL's construction schedule and sequencing.
- Updates to CH2M HILL's Construction Plan, including Odor Control Plan update.
- Procure long lead time equipment and electrical gear and process submittals for equipment.
- Negotiate and execute subcontracts.
- Continue hauling sludge to Salem for processing to Class "B" standards.
- Install final effluent filters, conduct Hydraulic Test, and place in service to meet the May 1 permit requirement (at the writing of this report, this work is expected to be completed in March).
- Equipment installation, electrical work and yard piping installation.
- Complete electrical and mechanical work for flow control pump station.
- Begin work on odor control biofilters, waste activated sludge tank mechanical improvements, and UV disinfection channels.
- Complete excavation for secondary clarifier #3 and install underslab process piping.
- Complete the stabilization basin structure and place it in service.
- Complete masonry walls and install roof trusses for the Drying and Dewatering Building.
- Complete masonry for the Headworks and install roof beams.
- Erosion control and slope stabilization maintenance.
- Monthly Construction Meetings.

ONGOING PROJECT SUCCESS

- Design completed on schedule and budget
- Construction is ahead of schedule
- Minimal change orders through design and 50 percent construction
- Strong partnering relationships among team members
- Successful continuous operation of the WWTP throughout construction in accordance with contract and permit requirements

EXPECTED RESULTS: N/A

TIMELINE: The next quarterly report will be scheduled in July 2013.

CURRENT YEAR BUDGET IMPACTS:

N/A

FINANCIAL REVIEW / COMMENTS: N/A informational only.

LEGAL REVIEW / COMMENT: N/A informational only

COMMUNITY INVOLVEMENT PROCESS: N/A

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY: N/A

ALTERNATIVES: N/A

CITY MANAGER COMMENT:

ATTACHMENTS

A – Construction Progress Photos

Attachment A – Construction Progress Photos



1- Site overview March 2013.



2- Sludge truck loading for transport to Salem facility.

Attachment A – Construction Progress Photos



3- Influent channel wall forming.



4- Motor control centers.

Attachment A – Construction Progress Photos



5- Primary clarifier demolition.



6- Headworks elevated concrete slabs being finished.

Attachment A – Construction Progress Photos



7- North wall at Dewatering and Drying Building.



8- Final effluent filters.

Attachment A – Construction Progress Photos



9- Dryer Building masonry construction.



10- Channels in Headworks.

Attachment A – Construction Progress Photos



11- Cooling Tower for sludge dryer.



12- Aeration Basin No. 2 air diffusers.

**CITY COUNCIL MEETING
STAFF REPORT**

Meeting Date: April 1, 2013	Subject: Tree City USA Proclamation Staff Member: Daniel Pauly, AICP Department: Planning	
Action Required <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 type="checkbox"/> Information or Direction <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda	Advisory Board/Commission Recommendation <input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable Comments: 	
Staff Recommendation: There is no recommendation; the item is for Council's information.		
Recommended Language for Motion: N/A		
PROJECT / ISSUE RELATES TO: <i>[Identify which goal(s), master plans(s) issue relates to.]</i>		
<input type="checkbox"/> Council Goals/Priorities	<input type="checkbox"/> Adopted Master Plan(s)	<input checked="" type="checkbox"/> Not Applicable

ISSUE BEFORE COUNCIL:

Reading of a proclamation recognizing the City of Wilsonville as a Tree City USA. This marks the 15th year the city has received this designation.

EXECUTIVE SUMMARY:

Staff is pleased to announce the City of Wilsonville has been recognized for the 15th consecutive year as a Tree City USA by the National Arbor Day Foundation. There are four criteria that need to be satisfied in order to achieve Tree City USA status. They include: 1) a comprehensive urban forestry program; 2) an Arbor Day proclamation; 3) a tree ordinance and a tree department/board; and 4) an Arbor Day observance.

This recognition reflects Wilsonville's ongoing commitment to maintaining and promoting the community asset called the urban forest. The urban forest is comprised of all trees in the City, both native and planted, that contribute to seasonal beauty and livability. Whether it is a majestic 200- year old Oregon white oak, a grove of towering Douglas-firs, or a young flowering cherry, the trees of the urban forest greatly contribute to a sense of place and quality of life in Wilsonville. City trees help clean the air, conserve the soil and water, reduce heating and cooling costs, and bring nature close to where we live.

Also, as part of the 2013 Oregon Arbor Week celebration a community tree planting event will be held at 10:00 a.m. on Saturday April 13, 2013 at the Community Center. A barbeque lunch will be served afterwards.

EXPECTED RESULTS: N/A

TIMELINE: N/A

CURRENT YEAR BUDGET IMPACTS: N/A

FINANCIAL REVIEW / COMMENTS: N/A

LEGAL REVIEW / COMMENT: N/A

COMMUNITY INVOLVEMENT PROCESS:

The public is being invited to the community tree planting event through a variety of means including the Boones Ferry Messenger, social media, and the City's Website).

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY (businesses, neighborhoods, protected and other groups): N/A

ALTERNATIVES: N/A

CITY MANAGER COMMENT:

ATTACHMENTS

A. 2013 Arbor Day Proclamation

CITY OF WILSONVILLE 2013 ARBOR DAY PROCLAMATION

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and Arbor Day is now observed throughout the nation and the world, and

WHEREAS, trees reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide better habitat for wildlife, and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

WHEREAS, trees in our city increase property value, enhance the economic vitality of business areas, and beautify our community, and


WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal, and

WHEREAS, Wilsonville has been recognized as a Tree City USA by The National Arbor Day Foundation and desires to continue its tree-planting practices.

NOW, THEREFORE, I, Tim Knapp, Mayor of the City of Wilsonville, urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I encourage all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this 1st day of April 2013


Tim Knapp, Mayor

CITY COUNCIL ROLLING SCHEDULE

Board and Commission Meetings 2013

MARCH

DATE	DAY	TIME	MEETING	LOCATION
3/25	Monday	6:30 p.m.	DRB Panel – B	Council Chambers
3/27	Wednesday	6:30 p.m.	Library Board	Library

APRIL

DATE	DAY	TIME	MEETING	LOCATION
4/1	Monday	7 p.m.	City Council meeting	Council Chambers
4/8	Monday	6:30 p.m.	DRB Panel A	Council Chambers
4/10	Wednesday	6 p.m.	Planning Commission	Council Chambers
4/11	Thursday	6:30 p.m.	Parks and Recreation Advisory Board	Council Chambers
4/15	Monday	7 p.m.	City Council meeting	Council Chambers
4/22	Monday	6:30 p.m.	DRB Panel B	Council Chambers
4/24	Wednesday	6:30 p.m.	Library Board meeting	Library

COMMUNITY EVENTS:

WALK AT LUNCH

Wednesday, April 24, 2013 Noon



SMART is hosting **Walk SMART-Walk @ Lunch day.**

Turn a working lunch into a walking lunch! National Walk@Lunch Day helps you incorporate physical activity into your work day and encourages you to increase your daily physical activity by walking at lunch every day.

Arbor Day Tree Planting Event

Saturday, April 13, 2013 10:00 AM

Community Center, 7965 SW Wilsonville Road, Wilsonville, Oregon 97070

Join community members for an Arbor Day tree planting event on April 13.

Meet at the Community Center at 10 a.m. A BBQ will follow.

For more information contact Daniel Pauly 503-682-4960, pauly@ci.wilsonville.or.us



4/11/13
Ack.
from G. LaPoint
Citizen Input

MEMORANDUM

To: Garry LaPoint and Josh Veentjer
From: Ben Altman
Date: March 18, 2013

RE: Condition of Approval NR 8, Trash Enclosure Cover Requirement - Boones Ferry Pointe, DB12-0074-DB12-0076.

The following is a summary of the background and issues related to the City's new requirement to cover trash enclosures. Within these issues are the particular resulting problems negatively impacting the Chevron Station and Republic Services relative to the safe and functional operations linked to the trash enclosure, now required to be covered:

1. Condition of Approval NR 8 requires that the trash enclosures be covered.

NR 8 "Pursuant to the Wilsonville City Code, the applicant is required to provide covered waste and recycling enclosures. A drain is not allowed within the enclosure, and the floor in the enclosure shall be raised to prevent stormwater runoff from entering. The enclosure shall contain adequate area for proper use of all receptacles. These measures minimize the risk of pollutants entering the public stormwater system."

Pursuant to Subsection 8.210 (9) Wilsonville Code and Subsections 4.430 (.04) B. information on required covers for mixed solid waste and recycling storage areas. The City's stormwater regulations require the waste and recycling enclosures be covered. Wilsonville Code Subsection 8.210 (9) reads, "Outside storage areas for grease, oil, waste products, recycling, garbage, and other sources of contaminants shall be a covered enclosure adequately sized to allow all containers to be accessible. No drainage is allowed to enter the storm sewer system." Subsection 4.430 (.04) B. requires vertical clearance to be at least eight feet (8')."

After the initial design was submitted to the City, Garry LaPoint recognized that his portion of the double enclosure needed to be wider, and also taller, with the roof requirement. The enclosure needs to be wider to accommodate the 8 yard box currently used for the Chevron facility, plus other containers and bottle storage. The minimum width (inside dimension) between the gate posts needs to be 20 feet.

The Chevron site currently uses two 8 yard containers for their waste and recycling.

- The trash container is 8' wide x 6' deep, and 7.5' tall;
- The recycling container is 8' wide x 6.5' deep, and 6.5' tall;
- These containers do not have wheels; and
- Both containers have covers and are water tight.

While Republic Services provided a letter approving the revised trash enclosure designs, they did not actually check their records to confirm the size of container currently in use at the Chevron Station. As submitted, and approved by the hauler, the design anticipated two 4 yard boxes. The outside wall dimension is 19' 8" wide, but the inside measurement is only 17' 5". The depth is shown as 10' 11", but inside is only 9' 10".

The dimensions of the enclosure submitted are shown as outside to outside, rather than inside dimensions. Consequently the layout will not allow for any access behind the box, should items be spilled. In addition, the use of the 8 yard box limits net space for the recycling materials, thus requiring more width, as there is no available space to add depth.

The 8 yard box is necessary because of the high volume of waste materials from the C-Store. Even with the 8 yard box, their volume requires pick-up, at least, twice a week. Therefore the enclosure needs to be widened by 2' 2". The depth is not ideal but can work ok.

The DRB approved the Development Plans recognizing the need for the added width, for which the final details are to be coordinated with City Staff.

However, the Assistant City Attorney specifically noted that the DRB did not have review authority over the roof requirement, because it was under Chapter 8 and not Chapter 4.

2. It is my understanding that this Code requirement extends from the recently Updated Storm Water Master Plan. The Master Plan was reviewed by the Planning Commission over several work sessions, and also a public hearing. However, as Chair of the Commission, I do not recall specifics being presented about requiring covered trash enclosures. If the issue was raised I clearly did not recognize it as a problem at that time, as the focus was on water quality protection. Similarly, Ray Phelps, Republic Services, is also on the Commission, and does not recall the issue being discussed.

However, I also noted that this requirement was actually incorporated into Chapter 8 (Public Works) and not Chapter 4 Development Code, so again any consideration by the Commission for Code requirements would have been focused on the Development Code and not Public Works.

In addition, being under Chapter 8, the code does not provide any provisions for waiver, adjustment or appeal, like provided in the Development Code.

3. Here is a summary of email communications with staff on this issue:

From Ben Altman – Delora and Barbara:

We would like to schedule a meeting with you, including Mr. LaPoint, maybe Josh Veentjer, and Frank Lonergan, Republic Services to fully evaluate the options and develop an safe, accessible and functional solution for the trash enclosures. Mr. Veentjer expressed concern after the DRB meeting that whatever design is determined, it needs to be consistent for the entire site, not just the Chevron portion.

From Barbara, Asst City Attorney:

"I don't think there is anything Delora or I can do, Ben but I will speak with Delora and our Community Development group this morning in our staff meeting. Can you explain why Gary can't use smaller can and have more frequent pick-up? Alternatively, why Allied can't manually lift and empty. I understand some of this may be less convenient for Gary but storm water protection is a big deal. I don't think there is anything Delora or I can do, Ben but I will speak with Delora and our Community Development group this morning in our staff meeting. Can you explain why Gary can't use smaller can and have more frequent pick-up? Alternatively, why Allied can't manually lift and empty. I understand some of this may be less convenient for Gary but storm water protection is a big deal.
Barbara

"We just had a long conversation about your issue during the Community Development Director's meeting this morning. I shared you email with the group. The requirement is absolute but the key staff is fully aware of your issue and will be meeting to see if there are alternatives to address the issue that will meet the code requirement."

From Ben - Barbara, they had smaller containers originally, but the pick-up frequency was so high, they have changed to larger containers twice. Even with the 8 yard box Republic is currently picking-up 2-3 time a week. The more times they have to pick-up the more it contributes to traffic congestion.

As for manual maneuvering of the containers, they can be too heavy when full.
(confirmed by Republic after the email, they don't even have wheels)

I understand the sensitivity to protecting storm water quality, and that you don't want to treat high volumes of rain water through the sanitary sewer. But, these containers already have covers on them, so essentially we are covering a cover.

But it concerns me that these standards went into effect without Republic at the table. They are the ones that are most directly impacted. As we continue to move towards more intensive urban level development, like Boones Ferry Pointe I can see this situation occurring more and more. I would hate to see a situation where Republic is forced to add a second person on each truck as a safety guard for backing maneuvers.

From Daniel Pauley, Associate Planner – "One information point I was hoping you could help with is whether Gary has explored expanding the existing enclosure next to the shed to the NW of the C-store rather than having a new one built."

From Ben – "Gary previously explored options at the existing enclosure location. But, as I noted at the DRB, it actually creates more truck conflicts because of the mix of pump island, C-Store, and pedestrian traffic."

While there still is congestions concern at the new location, for the most part pedestrian movements are eliminated there, and we are only dealing with pump island and business cross-flow traffic at that point.

We also considered Barbara's suggestion of going back to smaller containers, but that just seems to compound the safety conflicts with the truck needing to access the site more often.

We are looking at options for the roof design, but the feed back we just got from Republic is that with the 8 foot containers now being used we will need the roof height at 16 feet clear underneath".

4. Since the Code standard is not part of the Chapter 4 Development Code, I am wondering if the normal appeal provisions are valid? I assume we have the right to appeal any of the Conditions.
5. Given the size and height of the boxes, which have covers themselves, the roof structure as currently designed is too low. As submitted the roof structure has 9' 1-1/2" vertical clearance under cross beam, see also attached letter from Republic Services.

In coordination with Republic Services we have determined that with the roofed structure, in order to be able to fully open the cover on the box the vertical clearance inside the enclosure needs to be 16 feet.

Ray Phelps, Republic Services, "As a rule of thumb, a roof covering our waste containers needs to be at a minimum two times the height of the container. For example, we use 8-yard containers at the Chevron station at Boones Ferry Pointe. The height of this container is 8-feet. Accordingly, the height of the roof covering the waste container inside the enclosure at this location would need to be at least 16-feet".

In addition, the roof structure will hamper the hauler's truck access limiting the ability to left the box in and out of the enclosure. It is important to recognize that the 8 yard containers do not have wheels, so they must be lifted in and out.

The roof structure creates the following problems:

- Limits hauler truck access, particularly the ability to left the box in and out of the enclosure. As noted, the containers used for the Chevron Station does not have wheels, so they must be lifted or dragged in and out. Obviously dragging is not desirable because of pavement damage.
 - In order to provide adequate vertical clearance the roof structure will need to be, at least, 16 feet under the cross beam. This would result in the high point of the roof at approximately 18 feet.

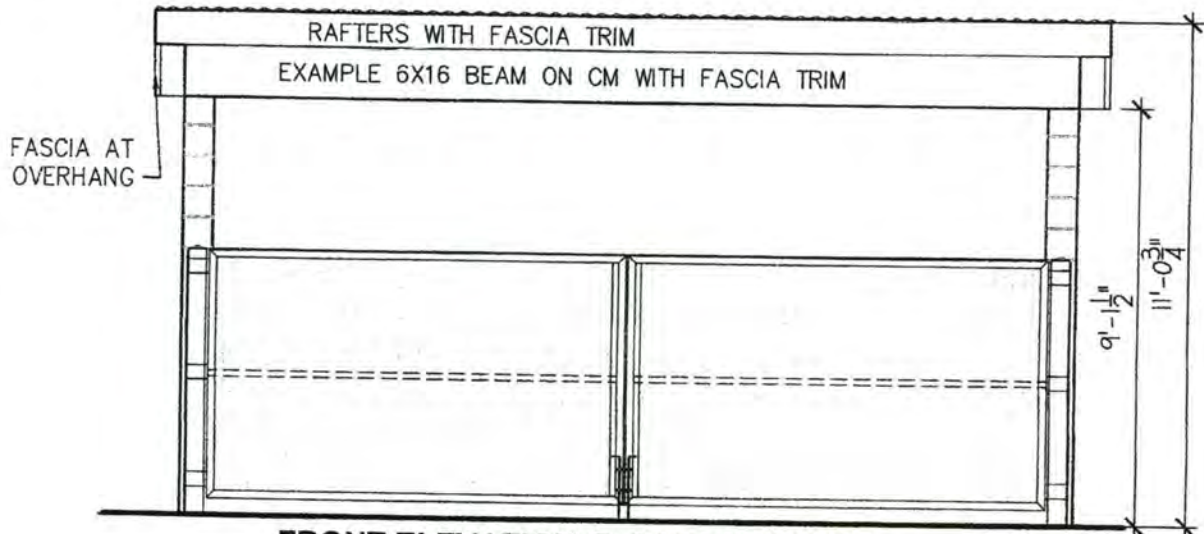
- Forces hauler truck to make multiple backing maneuvers, which are the most dangerous move the truck makes. The safety concern for the truck at this location is amplified by the high level of customer vehicle and pedestrian activity.

The trash enclosure is at a point where site vehicle activity and movements are very high, with a lot of congestion and vehicle movements in different directions. Thus this location is very dangerous for any backing maneuvers required by the hauler truck. Pedestrian activity is minimized at this new location, as compared to the original enclosure north of the C-Store. While there may be some pedestrian activity it will be lowest at this location, as it is outside of the normal walking path to and from vehicles at the pump islands.

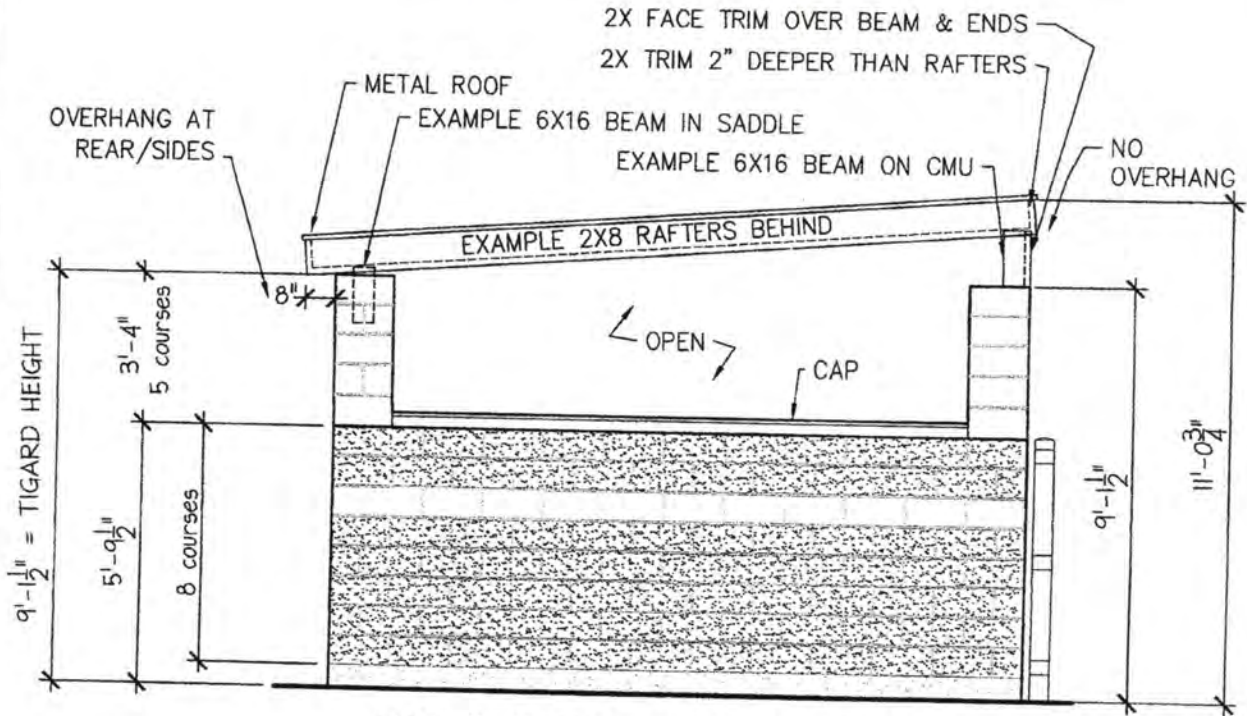
- With this development, the existing Chevron enclosure is being relocated from its current location north of the pump islands. Republic has been serving the Chevron site for many years and has had problems accessing the structure without conflicting with pump island traffic. Therefore the existing facility will be replaced, thereby improving access.
- In developing the site plan for the New Development (Carl's Jr & Retail) it was difficult to find an appropriate location for the combined Chevron/Retail trash enclosures. While not ideal, given high circulation volumes, the proposed location west of the fuel islands was found to be the most accessible for the hauler. There simply is no other safe and functional location available.

Because this issue is primarily driven by clean water standards, I am not very hopeful of any solution that essentially waives the requirement. I suspect the City will simply argue that the standard can be met, even if it costs extra and/or results in some inconveniences.

The caution I raise here, is that if this goes to City Council, and the basic argument is for safety, they could conclude that the site is being over-built, which is the real basis for safety problems, and not the roofed trash enclosure.



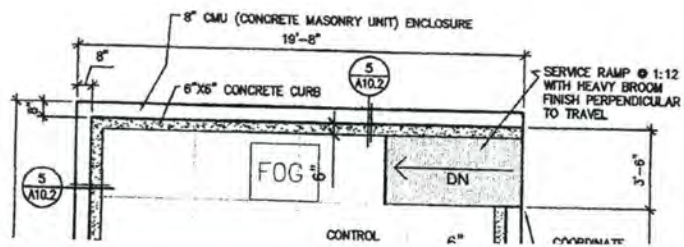
FRONT ELEVATION @ CJ ENCLOSURE
 (OTHER ENCLOSURES SIMILAR)



SIDE ELEVATION @ CJ ENCLOSURE
 (OTHER ENCLOSURES SIMILAR)

ELEVATION

SCALE:	3
3/8"=1'-0"	





Garry LaPoint <garrylapoint@gmail.com>

Enclosure design from Republic Services

Lonergan, Frank <FLonergan@republicservices.com>
To: "GL@eoni.com" <GL@eoni.com>

Sun, Feb 17, 2013 at 8:44 AM

Gary,

Attached are the designs and specifications that we discussed. They second diagram showing 2 containers should be the design you need. As I stated my containers are 8 feet wide and in order to get around them to clean-up I recommend the 24 foot width, without a center post, gates opening from 120 degrees to 180 degrees with some type of locking mechanism in then open position.

With recycling you need 2 containers so this width is mandatory. I do not need a roof on the enclosure, in fact it is a safety hazard for my trucks, as they go in to stab a container then have to lift it up at least 12 feet in the air to dump, Please watch be careful to eliminate any overhead obstacles and room for my trucks to safely back up after dumping to depart.

If glass recycling is necessary; this is done in 65 gal or 90 gal carts which normally are place behind the trash and recycling containers. I would recommend a opening on the side of at least 40 inches to roll the carts in and out, again doors are not necessary on the side, I prefer permanent openings.

Please let me know if you require any additional information and I look forward to reviewing your plans once they are designed.

1 mph - Kunal Persson *clackendor*
(Tue)

Thanks and good luck with this project.

Frank Lonergan

503 - 636-3011 235

Operations Manager / Republic Services

10295 SW Ridder Rd / Wilsonville OR 97070

Office 503-682-3900 / Cell 503-209-5754 / Fax 503-682-9480

Flonergan@republicservices.com

6 yrd (8 yrd) 10'
(8w 50 6 1/2' H) 8 1/2'

RESOLUTION NO. 2406

A RESOLUTION CERTIFYING THE ELECTION RESULTS OF THE SPECIAL MARCH 12, 2013 ELECTION BY THE CITY RECORDER THE CITY'S ELECTION OFFICIAL.

WHEREAS, at the Special Election held March 12, 2013, the electorate of the City of Wilsonville cast ballots for Ballot Measure 3-421 captioned "Business Incentive Program for Investment and Job Creation by Manufacturers; and

WHEREAS, the election of the registered voters of Clackamas County was conducted by mail; and

WHEREAS, the County Clerk of Clackamas County, who by statute, is in charge of conducting all elections, has filed an abstract of the tally of votes cast at the election, which tally for both Clackamas and Washington counties was duly received by the City Recorder on March 27, 2013, copies of which are attached hereto and incorporated by reference.

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

1. That the City Council of the City of Wilsonville does hereby adopt the votes of the March 12, 2013 Special Election as follows:

CLACKAMAS COUNTY BALLOT MEASURE 3-241					
Total registered voters: 9,699		Total number of votes: 2,870		Percent Turnout: 29.59%	
Precinct	Yes Votes	No Votes	Over Votes	Under Votes	Total
201	622	176	-0-	2	800
202	857	193	-0-	-0-	1,050
203	787	233	-0-	-0-	1,020
Total	2,266	602	-0-	-2-	2,870

WASHINGTON COUNTY BALLOT MEASURE 3-241					
Total registered voters: 310		Total number of votes: 42		Percent Turnout: 13.55%	
Precinct	Yes Votes	No Votes	Over Votes	Under Votes	Total
	36	6	-0-	-0-	42
Total	36	6	-0-	-0-	42

2. That Ballot Measure 3-421, captioned "Business Incentive Program for Investment and Job Creation by Manufacturers" has passed having received the affirmative majority of the legal voters cast on Ballot Measure 3-421 and entitled to be counted thereon.

3. This resolution becomes effective upon adoption.

ADOPTED by the City Council of the City of Wilsonville at a regular meeting this 1st day of April, 2013, and filed with the Wilsonville City Recorder this date.

TIM KNAPP, MAYOR

ATTEST:

Sandra C. King, MMC, City Recorder

SUMMARY of votes:
Mayor Knapp
Council President Starr
Councilor Goddard
Councilor Fitzgerald
Councilor Stevens

Attached: Abstract of Votes for Clackamas and Washington counties.



CLACKAMAS COUNTY

Office of the County Clerk

SHERRY HALL
CLERK

2051 KAEN ROAD, 2ND FLOOR
OREGON CITY, OR 97045
503.655.8510
FAX 503.655.8461

March 27, 2013

VIA EMAIL AND USPS

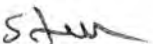
City of Wilsonville
Attn: Sandra C. King, City Recorder
29799 SW Town Center Loop E
Wilsonville, OR 97071

Dear Ms. King:

Attached please find certified copies of abstracts for the March 12, 2013 Special Election. The abstract for that part of Wilsonville within Washington County is included.

Please don't hesitate to let us know if you need any additional information.

Sincerely,


Steve Kindred
Deputy Clerk, Elections Manager

BOARD OF PROPERTY TAX APPEALS
2051 KAEN ROAD, 2ND FLOOR
OREGON CITY, OR 97045
503.655.8662
FAX 503.650.5687

ELECTIONS DIVISION
1710 RED SOILS CT, SUITE 100
OREGON CITY, OR 97045
503.655.8510
FAX 503.655.8461

RECORDING DIVISION
2051 KAEN ROAD, 2ND FLOOR
OREGON CITY, OR 97045
503.655.8551
FAX 503.650.5688

RECORDS MANAGEMENT DIVISION
270 BEAVERCREEK ROAD, SUITE 200
OREGON CITY, OR 97045
503.655.8323
FAX 503.655.8195

Precinct Report — Official
Clackamas County, Oregon — Special Election — March 12, 2013

Page 1 of 3

03/26/2013 08:53 AM

Precincts Reporting 3 of 3 = 100.00%

Total Number of Voters : 2,870 of 9,699 = 29.59%

Party	Candidate	Total
Precinct 201 (Ballots Cast: 800)		
3-421 City of Wilsonville: Business incentive program for investment and job creation by manufacturers, Vote For 1		
YES		622 77.94%
NO		176 22.06%
	Cast Votes:	798 99.75%
	Over Votes:	0 0.00%
	Under Votes:	2 0.25%

CERTIFIED COPY OF THE ORIGINAL
 SHERRY HALL, COUNTY CLERK

BY: Sherry Hall

Precinct Report — Official
Clackamas County, Oregon — Special Election — March 12, 2013

Page 2 of 3

03/26/2013 08:53 AM

Precincts Reporting 3 of 3 = 100.00%

Total Number of Voters : 2,870 of 9,699 = 29.59%


Party	Candidate	Total
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Precinct 202 (Ballots Cast: 1,050)

3-421 City of Wilsonville: Business incentive program for investment and job creation by manufacturers, Vote For 1

YES	857	81.62%
NO	193	18.38%
Cast Votes:	1,050	100.00%
Over Votes:	0	0.00%
Under Votes:	0	0.00%

CERTIFIED COPY OF THE ORIGINAL
SHERRY HALL, COUNTY CLERK

BY: 

Precinct Report — Official
Clackamas County, Oregon — Special Election — March 12, 2013

Page 3 of 3 ~

03/26/2013 08:53 AM

Precincts Reporting 3 of 3 = 100.00%

Total Number of Voters : 2,870 of 9,699 = 29.59%

Party	Candidate	Total
Precinct 203 (Ballots Cast: 1,020)		
3-421 City of Wilsonville: Business incentive program for investment and job creation by manufacturers, Vote For 1		
YES		787 77.16%
NO		233 22.84%
	Cast Votes:	1,020 100.00%
	Over Votes:	0 0.00%
	Under Votes:	0 0.00%

CERTIFIED COPY OF THE ORIGINAL
 SHERRY HALL, COUNTY CLERK

BY: Sherry Hall

Canvass Report — Total Voters — Official
Clackamas County, Oregon — Special Election — March 12, 2013

Page 1 of 1

03/26/2013 08:54 AM

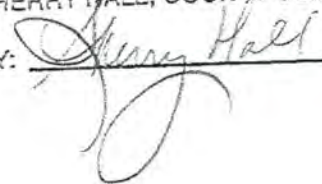
Total Number of Voters: 2,870 of 9,699 = 29.59%

Precincts Reporting 3 of 3 = 100.00%

3-421 City of Wilsonville: Business incentive program for investment and job creation by manufacturers

Precinct	Blank Ballots Cast	Over Votes	Under Votes	Total Ballots Cast	Registered Voters	Percent Turnout			
							YES	NO	Totals
201	2	0	2	800	3,165	25.12%	622	176	798
202	0	0	0	1,050	4,513	23.27%	857	193	1,050
203	0	0	0	1,020	2,001	50.97%	787	233	1,020
Totals:	2	0	2	2,870	9,699		2,266	602	2,868

CERTIFIED COPY OF THE ORIGINAL
 SHERRY HALL, COUNTY CLERK

BY: 



WASHINGTON COUNTY
OREGON

March 19, 2013

Clackamas County Elections
1710 Red Soils Ct Suite 100
Oregon City OR 97045

Enclosed you will find a copy of the Abstract of Votes for the Special Election held on March 12, 2013 in Washington County. Please let our office know if we have overlooked any information.

Thank you,

Tracie Krevanko, CERA CEA
Elections Supervisor
Washington County Elections Division

SUMMARY REPORT
Run Date: 03/19/13
Run Time: 2:00PM

Washington County, Oregon
Special Election
March 12, 2013

Official Final

	VOTES	PERCENT
PRECINCTS COUNTED (OF 1)	1	100%
REGISTERED VOTERS - TOTAL	310	
BALLOTS CAST - TOTAL	42	
VOTER TURNOUT - TOTAL		13.55%

3-421 City of Wilsonville
Business Incentive Program for Investment and Job
Creation by Manufacturers.

Yes	36	85.71%
No	6	14.29%
Over Votes	0	
Under Votes	0	



CERTIFIED TO BE A TRUE AND
CORRECT COPY OF THE ORIGINAL

Date March 19, 2013

WASHINGTON COUNTY
ELECTIONS DIVISION

BY A. Kulas

CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES

A regular meeting of the Wilsonville City Council was held at the Wilsonville City Hall beginning at 7:30 p.m. on Monday, March 18, 2013. Mayor Knapp called the meeting to order at 7:35 p.m., followed by roll call and the Pledge of Allegiance.

The following City Council members were present:

Mayor Knapp
Council President Starr
Councilor Goddard
Councilor Fitzgerald
Councilor Stevens

Staff present included:

Bryan Cosgrove, City Manager
Jeanna Troha, Assistant City Manager
Mike Kohlhoff, City Attorney
Sandra King, City Recorder
Nancy Kraushaar, Community Development Director
Joanne Ossanna, Finance Director
Patty Brescia, Senior Programs Manager
Kristin Retherford, Urban Renewal Manager
Delora Kerber, Public Works Director
Jerry Anderson, Water Distribution Technician
Steve Adams, Deputy Engineer
Kristin Retherford, URA Manager

Motion: Councilor Starr moved to change City Manager's Business to the beginning of the agenda and to allow appropriate public comment time. Councilor Stevens seconded the motion.

Mayor Knapp asked that anyone wishing to comment complete speaker cards.

Vote: Motion carried 5-0.

CITY MANAGER'S BUSINESS

A. Visitor Information Center/Tourism Strategic Plan Task Force

Eric Postma spoke on behalf of the Chamber of Commerce. He hoped the Chamber had conveyed the impression they were trying to be good partners with the City when it came to the Visitor's Information Center operations, as well as how tourism may proceed in the City. Mr. Postma thought notice about what might happen with the Visitor Information Center and the Chamber's participation in that building is premature. Mr. Postma believed waiting a few months before any termination agreement notice would be an opportunity for the parties to continue discussions about how tourism might take place in the City. He urged the Council to take the additional time to allow the process to continue.

CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES

Danielle Cowan, Director of Tourism for Clackamas County, confirmed the uses outlined in the City Manager's proposal coupling the City's Parks and Recreation Department with a memorial museum would meet the TDC requirements for tourism related interests in the building. Ms. Cowan expressed appreciation on behalf of her Board for the cooperation exhibited by City staff and the Chamber for their effort on behalf of the TDC for tourism related programming and support for the programs the County brought forward. The TDC Board sees their future role as stepping back from the building and day to day operations.

Mr. Cosgrove explained there were two issues before Council. The first issue is the actual use of the building. Staff is recommending Council direct staff to negotiate a mutual termination of the City's Visitor Information Center operating agreement with the Chamber of Commerce effective December 31, 2013. The City must provide notice to the Chamber before June 30, 2013; should the Council want to wait on the notice to allow further discussion staff would. The second issue is the use of the tourism dollars. The use of the building is unrelated to the use of tourism dollars.

Councilor Fitzgerald asked for clarification on the benefits of waiting.

Mr. Kohlhoff stated part of that is in fairness to the Chamber for their tourism efforts; and the Chamber would like to feel comfortable with how the strategic planning is going and confirm the interests they see in the community are included. Mr. Kohlhoff suggested working through the strategic planning process in the next few months, and towards a mutual termination.

Mayor Knapp indicated the staff report dated March 18 outlined the background and presented staff's recommendation on how to move forward. He asked for a motion from Council.

Motion: Councilor Fitzgerald moved to approve the staff recommendation regarding the Visitor Information Center as presented. Councilor Stevens seconded.

Councilor Goddard understood the recommendation is to negotiate a mutual termination; he wanted clarification on the timing of the negotiation process so it is communicated clearly to the Chamber.

Mr. Kohlhoff stated after talking with the Chamber it was felt there would be a clear picture of how things were going in May which allowed time for staff to come back to Council if necessary.

Vote: Motion carried 5-0.

Mr. Cosgrove explained the second staff report contains a recommendation that Council allow the City Manager to appoint a task force to come up with a strategic tourism development plan and as a key stakeholder, the Chamber would be involved in that process as well as others who are directly tied to the tourism industry. He asked that Councilors forward names of possible appointments to the task force or general interest groups for consideration.

**CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES**

Motion: Councilor Fitzgerald moved to approve the staff recommendation for the tourism development. Councilor Starr seconded.

Vote: Motion carried 5-0.

Councilor Fitzgerald was excused at 7:50 p.m.

MAYOR'S BUSINESS

A. Proclamation declaring Wilsonville as a HEAL City

Mayor Knapp read the Proclamation declaring Wilsonville a HEAL City into the record.

Patty Brescia introduced Beth Kay, HEAL Cities Program Manager, and presented the staff report. The League of Oregon Cities and the Oregon Public Health Institute have teamed up to bring the Healthy Eating Active Living (HEAL) Cities Campaign to Oregon. The HEAL Cities Campaign is a free program to help civic leaders create healthy Oregon communities with minimal budget impact.

Wilsonville has several policies and programs already in place that offer citizens healthy lifestyle options. These include: workplace wellness, development policies that improve walkability and access to local parks, shared use agreements with schools, community gardens and a farmer's market.

Wilsonville received an ACHIEVE Grant from the CDC and NRPA in 2012 and the Wilsonville ACHIEVE Team has worked with community leaders and partners to implement: Tobacco Free Parks, and a variety of programs increasing access to fruits and vegetables for local children. The HEAL city designation and staff support will help continue the momentum of increasing livability options for Wilsonville residents.

HEAL Cities campaign provides free training and technical assistance to help civic leaders create healthy communities. Due to policies in place that increase the health and livability of the community, Wilsonville has received the designation of an "Active" HEAL City. This designation entitles Wilsonville to the following benefits:

- HEAL Cities logo for city website and publications
- Framed campaign certificate
- Recognition on the HEAL Cities northwest website
- Recognition at the League of Oregon Cities conference

Recognition as one of the first HEAL Cities in Oregon increases Wilsonville's marketability as a livable community and its appeal to citizens and businesses interested in relocation.

Designation as a HEAL city provides a platform for the promotion of livability options offered by different city departments. These include: Walk and Bike SMART programs, Community Garden, Safe Route to Schools and the Wilsonville Walkers and Wheelers.

**CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES**

B. The Oregon Association of Water Utilities named Jerry Anderson Water Operator of the Year. Mr. Anderson is an 18-year Water Distribution Technician and received the award for demonstrating leadership in dealing with daily utility operations and concerns.

Mayor Knapp introduced Jerry Green of Oregon Association of Water Utilities presented a plaque to the Mayor for being a part of the Association for the past 25 years. Scott Berry, OAWU Programs Manager presented the award to Jerry Anderson, stating Mr. Anderson was selected due to his knowledge in the water industry, strength of character, and integrity.

C. Upcoming meetings were announced by the Mayor.

Mayor Knapp spoke about his trip to Washington DC with Mark Ottenad and Stephan Lashbrook as well as JPACT representatives, however, many of the scheduled meetings fell on the day Washington offices were closed due to pending snow storm; nevertheless some of the Senators did show up and the delegation was able to have unrestricted conversations.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS – There was none.

COUNCILOR COMMENTS, LIAISON REPORTS & MEETING ANNOUNCEMENTS

Council President Starr – Liaison to the Park & Recreation Advisory Board, Chamber/City Leadership; and Economic Development Task Force. The Councilor announced the Economic Development Task Force's next meeting.

Councilor Starr attended the Parks and Recreation Advisory Board meeting where the Board reviewed the applications for the Tourism Grant funds. The Councilor was concerned the applicants did not receive the full amounts requested and wanted to know if there was a way to 'back fill' the unfunded amounts from the Opportunity Grant program or to waive fees for these annual events. The applicants were: Relay for Life, the Korean War Veterans 60th Anniversary, Fun in the Park, Farmers Market, Rotary Concert Series, Farm Loop, Kids Fun Run, and Art in the Park. He also wanted to make sure Wilsonville residents had priority to reserve the community garden plots over non-residents.

Mr. Cosgrove wanted to know if the entire Council agreed with back filling the groups who did not receive 100 percent funding. He understood the Park and Recreation Board's decisions were deliberative, and thoughtful. The Korean War Veterans received 100 percent funding because they had no funding and their event is a one-time only event. Other issues that need to be addressed include what policy is currently in place and how it was developed. If the policy was developed by resolution the resolution needs to be amended; if it is an administrative policy then the City Manager has the power to change the policy if the Council gives the direction to do so.

Mayor Knapp understood the request was for additional information and discussion to occur.

Councilor Starr indicated that was correct. He was not suggesting backfilling 100 percent of the requests, but to look at the remaining amounts of the requests and if Council choose to do so, to fund, or let them stand.

**CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES**

Mr. Cosgrove asked for clear direction on what to bring back to Council for discussion, and for which grant program the Opportunity Grant or the Tourism Grant.

Mayor Knapp stated the Council needed to know the protocols under which the grants are awarded, and what Councils range of latitude was for directing some additional funds if the Council chose to do so.

Ms. Troha clarified the Council has given the authority to the Parks Board to administer two grants: the \$25,000 Tourism Grant which the Parks Board allocated last week; the second grant is the Opportunity Grant. The Opportunity Grant process occurs twice a year, in April and October with \$25,000 allotted to the grant. Ten Thousand dollars are awarded in the spring, and \$10,000 awarded in the fall, with \$5,000 "roaming" to address projects or programs that occur outside of the spring and fall grant cycle. The Tourism Grant uses tourism money, and the Opportunity Grant uses general fund dollars.

Mayor Knapp felt the request is to determine whether the Opportunity Grant money that has not yet been awarded could be redirected to backfill some of the shortage of the Tourism Grants.

Mr. Cosgrove said that could be done, but he wanted to know how the grant funds were set up.

Councilor Goddard wanted Councilors to keep in mind there were many unmet needs in the community and if Council was talking about finding additional dollars in the budget to support these community events, the Council should keep in mind the other needs in the community and whether some of these dollars might be put to a higher use.

Councilor Goddard – Liaison to the Library Board, Chamber Board, and Clackamas County Business Alliance reported on the activities of the CCBA, and announced the upcoming Chamber Board meetings. Councilor Goddard was pleased with the results of the March ballot measure 3-241 regarding tax increment financing (TIF). He invited the public to attend the Egg Hunt on March 30th, and announced the next Library Board meeting.

Councilor Stevens – Liaison to the Development Review Panels A and B; Wilsonville Seniors. She reported the Senior Board would be visiting community centers in other cities to learn how they organize their fundraising and what programs are offered. The DRB Panels approved applications for a Carl Jr.'s restaurant, and revised the Family Fun Center zip line approval. A training session would be scheduled for both of the DRB panels.

CONSENT AGENDA

Mr. Kohlhoff read the consent agenda items into the record.

A. **Resolution No. 2404**

A Resolution Of The City Of Wilsonville Authorizing Acquisition Of Property Interests Related To The Reconstruction Of Boeckman Road Adjacent To The Boeckman Road Bridge.

**CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES**

B. Minutes of the February 21, 2013 and March 4, 2013 Council Meetings.

Motion: Councilor Goddard moved to approve the Consent Agenda.
Councilor Starr seconded the motion.

Vote: Motion carried 4-0.

CONTINUED BUSINESS

A. Family Fun Center (*continued from the February 21, 2013 Council meeting.*)

Mr. Kohlhoff indicated the issue is moot based on the actions taken by the Development Review Board at their last meeting.

PUBLIC HEARING

A. **Resolution No. 2400**
A Resolution Of The City Of Wilsonville Authorizing Establishment Of A Reimbursement District To Refund To The West Linn-Wilsonville School District The Pro Rata Costs For Construction Of Road And Utility Infrastructure Improvements That Will Serve Properties Within The Reimbursement District.

Mr. Kohlhoff read the title of Resolution No. 2400 into the record.

Mayor Knapp opened the public hearing for Resolution No. 2400 at 8:34 p.m. and read the hearing format.

Mr. Adams presented the staff report. Construction of school off-site infrastructure improvements was required to provide service to the Lowrie Primary School. Several of the water, sanitary and storm lines and partial street improvements will also service two properties located east, north and west of the school site.

In meetings with the West Linn – Wilsonville School District it was agreed that they would be responsible for constructing water, sanitary and storm utilities in all streets adjacent to the Lowrie Primary School site and construct sufficient street improvements to allow vehicle circulation around the school. The City and the School District entered into an Intergovernmental Agreement that specified estimated costs and reimbursable amounts for these infrastructure improvements.

Establishing this Reimbursement District will allow the West Linn – Wilsonville School District to recoup some 26 percent of the costs for construction of these off-site improvements, provided upstream development occurs within the next 10 years. The school district could realize reimbursement of up to \$509,291.20 plus interest. Reimbursement districts have a sunset period of 10 years; they can be renewed for good cause.

**CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES**

The estimated City obligation is \$135,668.28 for reimbursements to the West Linn / Wilsonville School District that have been budgeted under CIP #4147, \$122,509.41 and CIP #1996, \$5,500.17 with the balance of \$7,658.69 being reimbursed through the Public Works Permit account. These reimbursements have not been included in the Reimbursement District.

The Resolution is approved as to form. Notice of the hearing has been provided to the adjacent property owners with copies of the proposed Resolution and exhibits to the Resolution.

Notification has been provided to both tax lot owners (Dearmond Family LLC / Fasano Family LLC and Redus OR Land LLC) as well as to representatives of Polygon Northwest and Lennar Homes, who currently hold purchase options on these tax lots.

Cost of the construction has been distributed in a pro rata fashion to both properties that benefit from the infrastructure improvements.

The installation of these water, sanitary, and storm main lines and street improvements will provide benefit by eventually serving Villebois SAP East PDP 2 and SAP East PDP 4 and facilitating residential development of these areas to proceed.

The alternative of not establishing the reimbursement district would result in the school district funding the infrastructure without other benefitting properties paying for their share of the costs based on allocation by use and benefit. Staff does not recommend an alternative to Resolution No. 2400.

Jim Lange, 13445 SW 110th Ave, Tigard, representing Wells Fargo; thanked Mr. Adams for his work on the project and expressed the support of Wells Fargo in the establishment of the reimbursement district.

Mayor Knapp closed the public hearing at 8:43 p.m.

Motion: Councilor Stevens moved to approve Resolution No. 2400. Councilor Starr seconded the motion.

Vote: Motion carried 4-0.

B. Ordinance No. 714 – First reading

An Ordinance Modifying Wilsonville Code Chapter 6, Section 6.204(3)(F), To Clarify A Limited Temporary Exemption From Noise Regulation For Permitted Special Events, As Described In Chapter 6, Sections 6.100 Through 6.175.

Mr. Kohlhoff read the title of Ordinance No. 714 into the record.

Mayor Knapp opened the public hearing on Ordinance No. 714 at 8:45 p.m. and read the hearing format. He asked if anyone was interested in speaking to the Ordinance; there were none and the public hearing was closed at 8:46 p.m.

**CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES**

The staff report was prepared by Mike Kohlhoff, and is included here. In order to bring the City of Wilsonville Code language into alignment with current legal interpretation and City Council intent, proposed Ordinance No. 714 will repeal the existing language found in Wilsonville Code **Chapter 6, Section 6.204(3)(f)**, and replace it with a new **Section 6.204(3)(f)** that accurately states City Council intent and reflects current legal interpretation.

The City of Wilsonville ("City") has a process for the issuance of Special Events Permits for certain temporary special outdoor events and activities. **Chapter 6, Section 6.204(3)(f)**, was intended to exempt these temporary special outdoor events from prohibition under the City's Noise Ordinance (**Sections 6.204(1) and (2)**) but, upon reading this provision in conjunction with a recent matter that came before the City's Development Review Board, it was discovered that **Section 6.204(3)(f)**, as currently written, could be argued to allow for a broader, permanent, and unintended exemption from City noise requirements than was intended by City Council. The sole purpose of the proposed Ordinance is to clarify and limit the applicability of **Section 6.204(3)(f)** to events for which a Special Events Permit has been issued. The proposed changes to **Section 6.204(3)(f)** are as shown, with strike-out of the language proposed to be removed and italics showing new language proposed to be added:

(f) Other Outdoor Events. Outdoor gatherings, public dances, shows, sporting events and other similar outdoor events, ~~provided that any necessary permit has been obtained from the appropriate permitting authority~~ *but only if and to the extent that a Special Events Permit has been obtained for the outdoor event, pursuant to Section 6.100 et seq. of the Wilsonville City Code, that specifically exempts the Special Event from all or certain specified portions of Section 6.204(1) and Section 6.204(2).*

Motion: Councilor Starr moved to approve Ordinance No. 714 on first reading. Councilor Goddard seconded the motion.

Vote: Motion carried 4-0.

CITY MANAGER'S BUSINESS

Mr. Cosgrove stated the Council Goal Setting facilitator would be contacting each of the Councilors via telephone in preparation for the meetings. He reminded the Council about the Clackamas Cities Association dinner set for Marcy 21st, with the City hosting the event and providing the presentation on the ACHIEVE Program. The Economic Development Incentives Task Force will be holding their last meeting Wednesday. And should the Councilors be interested, an opportunity to drive one of the SMART busses on the driving course could be arranged.

LEGAL BUSINESS

There was no report.

**CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES**

ADJOURN

The Mayor adjourned the Council meeting at 8:53 p.m.

Respectfully submitted,

Sandra C. King, MMC, City Recorder

ATTEST:

Tim Knapp, Mayor

**CITY COUNCIL MEETING
STAFF REPORT**

Meeting Date: April 1, 2013	Subject: Ordinance No. 715 An ordinance for the City of Wilsonville amending Wilsonville Code Chapter 10 by adding 10.425 to prohibit camping or sleeping on public property and Chapter 10.430 Penalties. Staff Member: Michael Kohlhoff Department: Legal
Action Required <input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input checked="" 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	Advisory Board/Commission Recommendation <input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable Comments:
Staff Recommendation: Adopt Ordinance No. 715.	
Recommended Language for Motion: I move to adopt Ordinance No. 715.	
PROJECT / ISSUE RELATES TO: <i>[Identify which goal(s), master plans(s) issue relates to.]</i>	
<input type="checkbox"/> Council Goals/Priorities	<input type="checkbox"/> Adopted Master Plan(s)
<input checked="" type="checkbox"/> Not Applicable	

ISSUE BEFORE COUNCIL:

- 1) Currently, the City prohibits unauthorized camping on public park property and facilities, but does not universally prohibit sleeping and camping on public property in the City of Wilsonville. This ordinance would provide uniformity in the prohibition of unauthorized camping on all of its public property.

- 2) Passing this ordinance would provide uniformity to the code and the treatment of unauthorized camping or sleeping on public property in the City of Wilsonville.

EXECUTIVE SUMMARY:

Together with Public Works and the Police Department, the Legal Department developed a policy for the removal of homeless individuals, unauthorized camps, and unclaimed personal property on public property in the City of Wilsonville. This policy is set forth as a proposed ordinance concurrently set for adoption with this ordinance. During the process of developing the homeless removal policy ordinance, the Legal Department determined that the Wilsonville Code did not uniformly prohibit sleeping or camping on public property in the City. Concurrently adopting this ordinance and the new removal policy ordinance will provide for uniform treatment of unauthorized camping on public property and the removal of unauthorized camps.

EXPECTED RESULTS:

Passing this ordinance would treat unauthorized sleeping or camping on public property consistently, leading to more fairness and uniformity in enforcement. This ordinance would also support the new policy for the removal of homeless individuals and camps from public property.

TIMELINE:

Review and passage of the ordinance would complete necessary actions.

CURRENT YEAR BUDGET IMPACTS:

This would not impact the current fiscal year budget.

FINANCIAL REVIEW / COMMENTS:

Reviewed by: JEO Date: 3/18/13
No financial impact.

LEGAL REVIEW / COMMENT:

Reviewed by: MEK Date: 3/14/13
Author of report.

COMMUNITY INVOLVEMENT PROCESS: N/A

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY

This ordinance would provide clarity for the community in the treatment of unauthorized sleeping or camping on public property in the City.

ALTERNATIVES: N/A

CITY MANAGER COMMENT:

ATTACHMENTS

- A. Ordinance No. 715

ORDINANCE NO. 715

AN ORDINANCE OF THE CITY OF WILSONVILLE AMENDING WILSONVILLE CODE CHAPTER 10 BY ADDING 10.425 TO PROHIBIT CAMPING ON PUBLIC PROPERTY AND RIGHTS OF WAY AND AMENDING CHAPTER 10.430 PENALTIES.

WHEREAS, the City of Wilsonville currently prohibits unauthorized camping on public park property and facilities; and

WHEREAS, the City of Wilsonville desires to uniformly have its regulations prohibit unauthorized camping on all its public property in the interest of public health and welfare.

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

1. The following is adopted and made part of the Wilsonville Code to prohibit sleeping or camping on public property to promote the health and welfare of the citizens of Wilsonville.

10.425 Camping on Public Property and Rights of Way

(1) It shall be unlawful for any person or persons to camp on public property or right-of-way without prior approval of the City, except that unauthorized overnight camping on City parks or park facilities is governed by WC 3.000(16).

(2) "To camp" means to set up, or remain in or at, a campsite for the purpose of establishing or maintaining a temporary place to live.

(3) "Campsite" means any place where any bedding, sleeping bag, or other sleeping matter, or any stove or fire is placed, established, or maintained, whether or not such place incorporates the use of any tent, lean-to, shack, or any other structure or any vehicle or part thereof.

2. Section 10. Wilsonville Code Chapter 10, **Section 10.430 Penalties**, subsection (1) shall be amended to read as follows:

(1) Any person who violates the provisions of WC 10.410 or 10.425 shall be punished as follows:

(a) First Offense, a sentence to pay a fine not to exceed \$250.00

* * *

SUBMITTED to the Wilsonville City Council and read for the first time at a regular meeting thereof on the 1st day of April, 2013, and scheduled for a second reading at a regular

meeting of the Council on the 15th day of April, 2013, commencing at the hour of 7:00 PM at the Wilsonville City Hall.

Sandra C. King, MMC, City Recorder

DATED and signed by the Mayor this ____ day of April, 2013.

TIM KNAPP, Mayor

SUMMARY OF VOTES:

Mayor Knapp	_____
Councilor President Starr	_____
Councilor Goddard	_____
Councilor Fitzgerald	_____
Councilor Stevens	_____

**CITY COUNCIL MEETING
STAFF REPORT**

Meeting Date: April 1, 2013	Subject: Ordinance No. 716 An ordinance of the City of Wilsonville developing a policy for the removal of homeless individuals and campsites on public property. Staff Member: Michael Kohlhoff Department: Legal	
Action Required <input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input checked="" 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	Advisory Board/Commission Recommendation <input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable Comments: Ordinance outlining policy required by ORS 203.077 for the removal of homeless individuals from camps on public property.	
Staff Recommendation: Adopt Ordinance No. 716.		
Recommended Language for Motion: I move to adopt Ordinance No. 716.		
PROJECT / ISSUE RELATES TO: <i>[Identify which goal(s), master plans(s) issue relates to.]</i>		
<input type="checkbox"/> Council Goals/Priorities	<input type="checkbox"/> Adopted Master Plan(s)	<input checked="" type="checkbox"/> Not Applicable

ISSUE BEFORE COUNCIL:

- 1) Oregon Revised Statute (ORS) 203.077 requires all local governments to develop a policy for the removal of homeless individuals, and their personal property, from camping sites located on public property. ORS 203.077 lists a number of requirements that must be included in the City's policy. This ordinance outlines the City's policy for the removal of homeless individuals and their personal property from unauthorized camps on public property in the City.

- 2) Passing this ordinance will allow the City to implement this humane policy to support the consistent, humane and uniform removal of homeless individuals and their property.

EXECUTIVE SUMMARY:

In conjunction with Public Works and the Police Department, the Legal Department developed a policy pursuant to ORS 203.077 for the provision of notice and the removal of homeless individuals, personal property, and unauthorized camps from public property in the City. The policy also covers the inventorying, removal, and storage of personal property. The increasing problem of individuals sleeping or camping on public property without authorization and concerns over humane removals prompted the development of the policy at this time. The Legal Department collaborated with Public Works, the Police Department, and Community Services to develop a policy that is humane, supportive, and enforceable. Passing this ordinance in a timely fashion will allow the City to remove unauthorized camps humanely and in accordance with ORS 203.077.

EXPECTED RESULTS:

Ordinance No. 716 implements the state-required policy for the humane and orderly removal of homeless individuals, personal property, and unauthorized camps from public property in the City of Wilsonville. The purpose of the ordinance is to reduce the risk of misplacement or destruction of personal property of homeless individuals while also increasing the health and safety of the citizens of Wilsonville.

TIMELINE:

If the ordinance is passed, the City will notify agencies that provide services to homeless individuals prior to the removal of unauthorized camps. The City will also develop and implement a policy for the inventory and storage of unclaimed items of personal property.

CURRENT YEAR BUDGET IMPACTS:

The adoption of this ordinance will not have an impact on the current fiscal year budget. However, the implementation of the removal policy will require the establishment of a storage and labeling system for the inventorying of unclaimed personal property after the removal of unauthorized camps that may require some reallocation of City resources.

FINANCIAL REVIEW / COMMENTS:

Reviewed by: JEO Date: 3-18-13

No financial impact.

LEGAL REVIEW / COMMENT:

Reviewed by: MEK Date: 3/14/13

Author of report.

COMMUNITY INVOLVEMENT PROCESS: N/A

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY

Adopting this ordinance would implement a policy supporting the more humane removal of homeless individuals and unauthorized camps. It would also minimize the risks of misplacing or destroying unclaimed personal property from unauthorized camps. Through this new policy, more information would be available to homeless individuals when unauthorized camps are removed, hopefully connecting these individuals with more community services to increase their quality of life.

ALTERNATIVES: N/A – adoption of a policy is required by ORS 203.077.

CITY MANAGER COMMENT:

ATTACHMENTS

A. Ordinance No. 716

ORDINANCE NO. 716

AN ORDINANCE OF THE CITY OF WILSONVILLE DEVELOPING A POLICY FOR THE REMOVAL OF HOMELESS INDIVIDUALS, THEIR PERSONAL PROPERTY AND CAMPSITES ON PUBLIC PROPERTY.

WHEREAS, Oregon Revised Statute 203.077 requires that all municipalities and counties shall develop a policy for the removal of camps that recognizes the social nature of the problem of homeless individuals unlawfully camping on public property and implement the policy as developed to ensure the most humane treatment for removal of homeless individuals from camping sites on public property; and

WHEREAS, the City of Wilsonville is adopting the following policy pursuant to Oregon Revised Statute 203.077 to ensure the humane treatment for the removal of homeless individuals and campsites from public property;

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

1. The following is adopted and made part of the Wilsonville Code to ensure the most humane treatment for the removal of homeless individuals and an accompanying process for the removal of their property from camping sites on public property.

6.400 Removal of Homeless Individuals.

(1) Prior to the removal of homeless individuals and their personal property from an established camping site on public property, law enforcement officials shall post a removal notice at the campsite, written in English and Spanish, twenty-four (24) hours in advance of removal.

(a) At the time the notice is posted, law enforcement officials shall inform a local agency that delivers social services to homeless individuals where the notice has been posted.

(b) This local agency may arrange for outreach workers to visit the camping site where a notice has been posted to assess the need for social service assistance in arranging shelter and other assistance.

(c) All unclaimed personal property shall be given to law enforcement officials whether twenty-four (24) hour notice is required or not. Subject to approval of the City Manager, the City's Public Works Director shall develop a protocol to aid such law enforcement officials in the custody, removal, storage, and destruction of the unclaimed personal property. A notice shall

be posted, written in English and Spanish, providing a phone number to call during the business hours of 8:00 AM to 4:00 PM, Monday to Friday, to arrange an appointment to pick up the unclaimed personal property. This notice shall be posted in a conspicuous place in the general vicinity, but not greater than 30 feet, of the personal property to be removed, and shall be laminated or otherwise made to be weather resistant. The notice shall not be posted on or attached to personal property in the area. The property shall be stored for 30 days from the removal date and will be available to any individual claiming ownership. Property that remains unclaimed for 30 days will be disposed of and the notice removed.

(d) "Personal property" means any item that is reasonably recognizable as belonging to a person and has apparent utility. Items that have no apparent utility or are in an unsanitary condition will be immediately discarded upon removal of the homeless individuals from the camping site.

(e) City officials or law enforcement personnel shall photograph the site prior to the removal of property and provide a general description of items disposed of due to their lack of apparent utility or unsanitary condition.

(f) Weapons, drug paraphernalia and items that appear to be either stolen or evidence of a crime shall be turned over to the appropriate law enforcement officials.

(2) Following the removal of homeless individuals from a campsite on public property, the law enforcement officials, local agency officials and outreach workers may meet to assess the notice and removal policy, to discuss whether removals are occurring in a humane and just manner and to determine if any changes are needed in the policy.

(3) The twenty-four (24) hour notice under subsection (1) (c) of this section shall not apply:

(a) When there are grounds for law enforcement officials to believe that illegal activities other than camping are occurring.

(b) In the event of an exceptional emergency such as possible site contamination by hazardous materials or when there is immediate danger to human life or safety.

(4) Sleeping or sleeping in a vehicle on public property in a manner that establishes a camping area or that results in personal property or trash being stored on public property shall be considered an established camp for the purposes of this Section.

(a) Vehicles used for camping on public property shall be impounded according to Wilsonville Code Sections 5.400 – 5.460. The contents of impounded vehicles will be inventoried according to Wilsonville Code Section 5.425.

(b) Sleeping in a vehicle on a public right of way shall still be governed by Wilsonville Code Section 5.210(12).

(c) Illegal parking, stopping or standing of vehicles are governed by Wilsonville Code Sections 5.200 et seq.

(5) A person authorized to issue a citation for unlawful camping under state law, administrative rule or city or county ordinance may not issue the citation if the citation would be issued within 200 feet of the notice described in this section and within two hours before or after the notice was posted.

SUBMITTED to the Wilsonville City Council and read for the first time at a regular meeting thereof on the 1st day of April, 2013, and scheduled for a second reading at a regular meeting of the Council on the 15th day of April, 2013, commencing at the hour of 7:00 P.M. at the Wilsonville Community Center.

Sandra C. King, MMC, City Recorder

ENACTED by the City Council on the ____ day of _____, 2013 by the following votes:

Yes: No:

Sandra C. King, MMC, City Recorder

DATED and signed by the Mayor this ____ day of April, 2013.

TIM KNAPP, Mayor

SUMMARY OF VOTES:

Mayor Knapp
Council President Starr
Councilor Goddard
Councilor Fitzgerald
Councilor Stevens

**NOTICE:
ILLEGAL
CAMPGROUND
Personal Property Must Be Removed**

It is the policy of the City of Wilsonville to provide 24-hour notice before removing illegal campgrounds.

This campsite will be removed on:

Shelter is available in Clackamas County through several nonprofit service agencies. For more information about shelter and other services, contact the Wilsonville Community Center, 7965 SW Wilsonville Road, telephone 503-682-9062.

To reclaim property removed from the campsite, call ____ or visit ____.
Property unclaimed 30 days after the removal date above will be destroyed.

Es la política de la Ciudad de Wilsonville de dar 24-horas notificación antes de mover campamentos ilegales.

Este campamento será movido:

Refugios están colocados en el Condado de Clackamas por medio de varias agencias. Para más información de estos refugios y otros servicios ponerse en contacto con Wilsonville Community Center, 7965 SW Wilsonville Road, teléfono 503-682-9062.

Llame ____ o visite ____ para recuperar posesiones que se movieron de este campamento. Posesiones que no sean recuperados dentro de 30 días después del dato arriba serán destruidas.

ORDINANCE NO. 714

AN ORDINANCE MODIFYING WILSONVILLE CODE CHAPTER 6, SECTION 6.204(3)(f), TO CLARIFY A LIMITED TEMPORARY EXEMPTION FROM NOISE REGULATION FOR PERMITTED SPECIAL EVENTS, AS DESCRIBED IN CHAPTER 6, SECTIONS 6.100 THROUGH 6.175

WHEREAS, the City recognizes the intrinsic value of public events, large and small, that bring people from the community together for celebration, recreation, exercise, debate, and enjoyment of public spaces; and

WHEREAS, the City enacted Ordinance 701 on January 19, 2012 to further define and address such activities and referred to such activities therein as Special Events; and

WHEREAS **Chapter 6, Section 6.204(3)(f)** was intended to exempt such permitted Special Events from certain noise prohibitions set out in **Section 6.204(1) and Section 6.204(2)** but due to ambiguities in the drafted language could be construed to grant a broader exemption than was intended.

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

Chapter 6, Section 6.204(3)(f), is repealed and replaced with the following revised **Chapter 6, Section 6.204(3)(f)**:

*(f) Other Outdoor Events. Outdoor gatherings, public dances, shows, sporting events and other similar outdoor events, but only if and to the extent that a Special Events Permit has been obtained for the outdoor event, pursuant to Section 6.100 et seq. of the Wilsonville City Code, that specifically exempts the Special Event from all or certain specified portions of **Section 6.204(1) and Section 6.204(2)**.*

Except as set forth above, **Chapter 6** of the Wilsonville City Code remains in full force and effect, as written.

SUBMITTED to the Wilsonville City Council and read for the first time at a meeting thereof on the 18th day of March, 2013, and presented for second reading at a meeting of the City Council on the 1st day of April, 2013, commencing at the hour of 7 p.m. at the Wilsonville City Hall.

Sandra C. King, MMC, City Recorder

ENACTED by the City Council on the 1st day of April, 2013, by the following votes:

Yes: _____

No: _____

Sandra C. King, MMC, City Recorder

DATED and signed by the Mayor this _____ day of April, 2013.

TIM KNAPP, MAYOR

SUMMARY OF VOTES:

Mayor Knapp
Council President Starr
Councilor Goddard
Councilor Fitzgerald
Councilor Stevens

**CITY OF WILSONVILLE
CITY COUNCIL
NOTICE OF PUBLIC HEARING**

PUBLIC NOTICE IS HEREBY GIVEN that the Wilsonville City Council will conduct a public hearing on Monday April 1, 2013 at 7 p.m. at City Hall, 29799 SW Town Center Loop, Wilsonville, Oregon.

The purpose of this public hearing is to consider public testimony on two proposed ordinances:

Ordinance No. 715

An Ordinance Of The City Of Wilsonville Amending Wilsonville Code Chapter 10 By Adding 10.425 To Prohibit Camping Or Sleeping On Public Property And Chapter 10.430 Penalties.

Ordinance No. 716

An Ordinance Of The City Of Wilsonville Developing A Policy For The Removal Of Homeless Individuals, Their Personal Property And Campsites On Public Property.

Copies may be obtained at a cost of 25 cents per page, at City Hall or by calling the City Recorder at 503-570-1506 and requesting a copy to be mailed to you.

Specific suggestions or questions concerning the proposed ordinance may be directed to Mike Kohlhoff, City Attorney, 503-570-1508. Public testimony, both oral and written will be accepted at the public hearing. Written statements are encouraged and may be submitted to Sandra C. King, MMC, City Recorder, 29799 SW Town Center Loop E, Wilsonville, OR 97070.

Assistive listening devices are available for persons with impaired hearing and can be scheduled for this meeting. The City will endeavor to provide qualified sign language interpreters without cost if requested at least 48 hours prior to the meeting. To obtain such services call the office of the City Recorder at 682-1011.

Published in the Wilsonville Spokesman March 18, 2013.



Community Development

FROM THE DIRECTOR'S OFFICE

Greetings and Happy Spring!

During the month of March, my office focused on working with the Finance Department to draft our 2013-14 budget proposal to take to the Budget Committee next month.

Finance, Community Development, and Public Works kicked off the Water Rate and System Development Charge (SDC) update study. We will use the recently adopted 2012 Water Master Plan to review our water utility rate and SDCs to align them with capital and operation needs. The update will also look at sewer rates and SDCs, to verify that our current structure is consistent with the new wastewater treatment plant capacity.

The Engineering Division has been carefully studying the settlement and soil testing data for the Boeckman Road reconstruction project. The subgrade soils continue to consolidate under the surcharge load at a slower rate than predicted. We are cautiously developing construction recommendations, giving high priority to long term road serviceability, while realizing that short-term road closure impacts are also important.

The Natural Resources Division is coordinating with the Department of Forestry and TVF&R to remove excess vegetation near homes in the Boeckman Creek corridor to reduce potential for urban wildfire.

Work crews will be active for about four weeks starting at the end of April.

I attended the Chamber of Commerce Government Affairs meeting on March 6 and enjoyed Craig Dirksen's presentation on his activities as our new Metro Councilor.

Permit applications have been submitted to the regulating agencies for the Morey's Landing storm drainage mitigation project. The plans are being fine-tuned to address the complex drainage and channel conditions at the site. Permit applications are also being reviewed by the agencies for the Wilsonville Road Bridge foundation erosion mitigation and Rivergreen drainage mitigation projects.

The Planning Division has presented the entire draft Transportation System Plan to the Planning Commission and City Council. We are on schedule for public hearings at the Planning Commission this spring.

Overall, the Community Development Department is happily busy at work on Urban Renewal, new development applications, long-range planning, tenant improvements, building permits, and private and public project preparation for this summer's construction season — and loving the longer days and spring temperatures!

Respectfully,

Nancy Kraushaar, PE

Inside this issue:

Building	2
Engineering, Capital Projects	2-3
Engineering, Private Development	3-4
Planning, Current	5
Planning, Long Range	5-6



Building Division, Current Projects

Major Developments under construction:

Permits reviewed (2013):

Single Family:

Villebois: 72
Other: 17

Commercial/Industrial:

Tenant improvements: 17
Includes: Villebois Piazza
Ron Tonkin Gran Turismo

Permits Issued (2013):

Single Family:

Villebois: 51
Other: 3

Commercial/Industrial: 16



Polygon Tonquin Woods

Engineering Division, Capital Projects

Kinsman Transmission Main Phase

3B (1055): Approved by Sherwood and Wilsonville Councils. Easement acquisition in process.

Barber Street Bridge (4116): Joint permit application to EPA / DSL will be submitted by the end of March.

Boeckman Road Reconstruction (4177): No change.

Rivergreen Storm Outfall (7012):
No change.

Morey's Landing Storm Channel (7044): No change.



Waste Water Treatment Plant DBO (2082): Construction at 55% complete. On schedule, on budget. Next quarterly update to Council on April 1.

Engineering, Capital Projects

Boeckman @ Parkway Left Turn Upgrade (4118)

Construction is almost completed on upgrading the left turn signals to a protective/permmissive left turn for all four legs of this intersection. This configuration allows for a left turn arrow (protected turn) followed by the solid green light that allows left turn when safe to proceed (permmissive turn).

Parkway Pedestrian Crossing (4180)

Construction is almost completed on the mid-block crosswalk between OIT and Pioneer Pacific Colleges; we are still working on getting power to the Rectangular Rapid Flashing Beacons (RRFB). It features the first RRFB's installed in the City; nationwide RRFB's have been found to be very effective with alerting vehicles when pedestrians are in the crosswalk.



Engineering, Private Development

Brenchley – 30-lot Subdivision

Street and Utility Construction has been completed for the 30-lot housing subdivision located just north of Jory Trail at the Grove. CD is working with the developer on recording the Subdivision Plan.

Engineering, Private Development, cont'd

Villebois North PDP 1 Phase 2 – Polygon NW: Pre-construction meeting has been scheduled.



Villebois North PDP 1 Phase 1 - Polygon NW:

Street lights installed, construction is complete.



Ron Tonkin Gran Turismo:

Preconstruction meeting has been scheduled.



Villebois Piazza:

PW Permit issued. Presently under construction; must be completed by May 31.

Public Works Standards:

Staff will be working on updating the Public Works Standards to reflect changes brought forward with recent Master Plans, creating a new Public Facilities section, as well as adding minor updates and changes to other sections. Engineering will coordinate updates and changes with other departments within the City. Goal is to present the Standards to Council in Spring 2014

Planning Division, Current



Carl's Jr. Restaurant and a small retail commercial building. The DRB – Panel A approved Boones Ferry Pointe - Carl's Jr. Restaurant and multi-Tenant commercial building. The DRB approved a Stage II Final Plan, Site Design Plan and a Master Sign Plan. Staff: Daniel Pauly

Planning Division, Long Range

Transportation System Plan Update: At the March 13th meeting, the Planning Commission reviewed the last three chapters of the TSP. Chapter 5 covers the transportation network standards that inform road and pathway classification, connectivity and spacing, freight movement, cross-sections and access management. Chapter 6 addresses the transportation programs and includes discussions on safety, Safe Routes to Schools, ADA compliance, SMART, SMART Options, transportation demand management, bicycle and pedestrian coordination, and intelligent transportation systems (ITS). Chapter 7 addresses the performance of the system outlining various performance measures that can be used to track changes in behavior over time. The City Council will conduct a worksession on the entire draft TSP at their March 18th meeting. A public hearing before the Commission is scheduled for May.

Continued on next page

Planning Division, Long Range, cont'd

Development Review Board Training: On April 8th, City Planning and Legal Staff will be conducting training for the Development Review Board. New City Councilors are welcome to participate. We will be discussing the history of planning in Wilsonville, the relationship of Master Plans to the Code, what makes the Wilsonville Code unique, application processes and elements of a staff report, motion making, ex-parte contact, conflict of interest, bias.

Housing Needs Assessment (Statewide Planning Goal 10): The Housing Needs Assessment project is underway, with the dual objectives of completing a state Periodic Review requirement and to provide local information needed to plan for Wilsonville's next neighborhoods. The City has selected ECONorthwest to provide planning and development economics expertise, and they have begun collecting building permit and demographic data. Staff has nearly completed a draft Buildable Lands Inventory to determine how much land is available for residential development.

Frog Pond – Advance Rd. Concept Plan: The City is seeking funding for this project from Metro's Community Planning and Development grant program, which is funded through a Construction Excise Tax (CET). In February staff submitted a Letter of Intent to apply for a grant, and the full application is due April 18. The proposal is to develop plans in two phases - prepare a concept plan for both the Frog Pond and Advance Road areas, then a more detailed master plan with zoning for the Frog Pond area. The objective is to prepare the Frog Pond area for private investment in approximately 2015-16, and prepare for the Advance Road area to be considered with the next round of Urban Growth Boundary (UGB) expansion decisions in 2015.

Advance Road School & Park Site UGB application:

Staff is collaborating with School District staff to prepare an application for a minor UGB expansion to include the District's 40 acre site in the UGB. The District will submit the application March 15, which will lead to Metro holding a public hearing in Wilsonville later this spring. The City is providing technical assistance including GIS mapping, land use and infrastructure coordination, and strategy for provision of City services.



Planning Commission: The next Planning Commission meeting is April 10th, 6:00 PM City Council Chambers. Tentative topics include work sessions on the draft TSP-related Development Code amendments and the Housing Needs Analysis.



Patrick Duke
Library Director

**LIBRARY
BOARD**
Hilly Alexander
Chair

La Rue Williams

Bill Benedetto

Reggie Gaines

Alan Steiger

Wilsonville Public Library Monthly Report to Council April 2013

February Statistics

- Physical item circulation: 39,669 items checked out or renewed. This is down 3% from last year. Ouch.
- E-book and downloadable audiobook circulation: 870
- Room Reservations: 273.
- Volunteer hours worked: 835

Administration

- **Strategic Planning under way**

We have begun planning for a renewal of the Library's Strategic Action Plan. At this point, the Steering Committee has met twice and has begun forming the structure of the process. The current plan was completed in 2008, and is due to expire at the end of the year. Due date for the new plan is December 31. The Foundation has budgeted \$5,000 to support the planning process.

Adult Services

Programming:

- **Library Book Club is reading and talking about *A Dog's Purpose* by W. Bruce Cameron**
April 11th
- **Oregon History Program at Mc Menamins Old Church and Pub**
A Man and His Camera: The Photographs of Ralph Eddy with John Klatt
Tuesday, April 30 at 6:30pm.
- **Booknotes Concert Series features the Northwest Senior Theater**
on April 13th at 2pm.
- **Genealogy Club** launched recently and is having good success helping local citizens trace their ancestry. Topics have included the basics like how to start and organize; a tour of the Genealogical Forum of Oregon; and training on using our own **Heritage Collection** and online resources.
- See more events at www.wilsonvillelibrary.org

Youth Services

Programming

- **Storytime themes:** Storytime is taking a two week break so that Steven and the crew can plan the Summer Reading Program.
- **K-2 Book Adventures theme:** K-2 Favorites on April 18th

- **Teens** Game Night on Friday April 12.

Affiliates

- **Wilsonville Friends of the Library**

The Twice Sold Tales bookstore made \$2,302.90 in February. The bookstore makes over \$32,000 per year for library events and collection.

- **Wilsonville Public Library Foundation**

The Foundation has not met in March, but they are working on a revised flier that matches the look and feel of the new website (www.wplf.org) as well as other projects.

March for Meals

On March 15, City Councilor Susie Stevens helped deliver meals to home-bound seniors to raise awareness for the "March for Meals" national campaign. "March for Meals" is held during the month of March and designed to increase public awareness of senior hunger, recruit new volunteers, as well as, increase funding for home delivered meals and the Community Center's Nutrition program.

The March for Meals initiative informs the public, including legislators, what services are provided, what the needs are in the community (in this case low income seniors) and how we are fulfilling those needs by providing meals.

The Community Center serves about 35 home delivered meals on Monday, Tuesday, Wednesday and Friday. Wednesday's selection also includes a frozen meal since meals are not prepared at the Community Center on Thursdays. The Center also serves 40-50 congregate meals four days a week.

Home delivered meals enable homebound seniors to live independently longer while providing warm conversation and a daily safety check for them. The number of seniors in need of assistance has increased with the down economy and will be impacted by the Baby Boomers as they enter their later years.



Park Shelter & Field Rentals



Memorial Park River Shelter

Park shelter and field rentals are now open to both Wilsonville residents and non residents.

Available time slots on the sports fields are quickly being reserved by local sports organizations for practices, league play, and tournaments. The River Shelter is by far the most popular of available shelters/barn and is already booked for 6 of the 9 Fridays in July and August, and 8 of the 9 Saturdays during that same time frame.

Priority was given to Wilsonville residents by allowing local citizens to submit their applications a week earlier than those living outside of the city.

Parks & Recreation Department

Tobacco Free Park Signage



With the Council's approval of a tobacco free parks ordinance in January, 2012, staff have been busy designing signage and preparing for the installation of signs in Wilsonville's parks. The signs were brought to the Parks and Recreation Advisory Board on March 14th. Two different signs have been created with a smaller playful sign to be used near playgrounds and ball fields (on the left), while a more traditional regulatory sign will accompany existing park rule signage.

HEAL City Designation

On Monday, March 18th Mayor Tim Knapp read a proclamation at the City Council meeting that designates Wilsonville as the first city in Oregon to receive an 'Active' HEAL City designation. HEAL stands for "Healthy Eating, Active Living" and is a partnership between the Oregon League of Cities, Kaiser Permanente and the Oregon Public Health Institute. The HEAL Cities Campaign is a free program to help civic leaders create healthy Oregon communities with minimal budget impact. The campaign provides cities with research and technical support to create policies that offer residents healthy options. Wilsonville's designation as a HEAL City is a nice complement to the work that has been done in the areas of children's nutrition and tobacco cessation through the ACHIEVE Healthy Communities Coalition.

Upcoming Programs/Events

Community Garden

The 2013 Community Garden season opens for registration on Thursday, March 21st. Gardeners are asked to come to the Community Center to pick their plot. Parks and Recreation staff have been busy preparing the garden by tilling the plots and laying bark chips on pathways.

Wilsonville Egg Hunt

The annual Egg Hunt takes place on Saturday March 30th at the Memorial Park ball fields. Hunts are broken into four ages groups for children ranging from 1 to 11 years old. A visit from the Easter Bunny is expected with festivities kicking off at 10:00 am. This event is made possible by a partnership with Wilsonville Albertsons and other area businesses.

WILSONVILLE PUBLIC WORKS DEPARTMENT

City Council Report, March 18, 2013

PARK MAINTENANCE

New Park Signage

Following the Park and Recreation Advisory Board Meeting on March 14, the Park Staff has now ordered the tobacco free signs with plans to have them installed by mid-summer.

This signage designed by Recreation Coordinator Brian Stevenson will be complimented by another yet to be designed sign. This third sign will be used at events in the park system to advise the public of tobacco free events.

Community Garden Preparation

The Community Garden is located off of Schroeder Way on the east side of Memorial Park and will begin accepting registrations beginning March 21. Thankfully, the weather has cooperated this spring to allow our staff to complete much needed tasks like rototilling to get a head start. Other tasks yet to be accomplished include laying out the plots and placing chips on the pathways.

Hopefully once the plots are assigned to the users, the weather will continue to be favorable to help the plants get established.



FACILITY AND LANDSCAPE MAINTENANCE

The Facilities Division applied for and received an Electrical Master Permit from the Clackamas County Building Codes Department. The Master Permit Program allows the City's Limited Building Maintenance Electricians, as well as contracted electricians to utilize the Master Permit to legally accomplish the majority of the electrical maintenance tasks needed. The initial price for the permit is \$50 and an annual charge of \$85/hr for the inspector's time to review our log books and look at a few projects that were performed within that year. Currently, we pay \$50 per minor label permit and one could expect to have 100-200 minor label charges per year. This efficiency will be worth a much needed \$5,000-10,000 savings annually. Below is a copy of the Electrical Master Permit Program from Clackamas County.



Scott Caufield
Building Codes Administrator

BUILDING CODES DIVISION

DEVELOPMENT SERVICES BUILDING
150 BEAVERCREEK ROAD | OREGON CITY, OR 97045

Electrical Master Permit Program

PURPOSE:

The Oregon Revised Statutes Chapter 479 "Electrical Safety Law" (ORS) and Oregon Administrative Rules (OAR) Chapter 918 require permits for electrical installations. This requirement can be met by obtaining a permit for each installation or by meeting the requirements of the Master Permit Program under ORS 479.560 (3) (a). The Master Permit Program also satisfies the requirements of 918-282-0120 providing a means for the managers of the facility to report the names and licensed numbers of all electrical employees as required for all Limited Maintenance Electricians (LME's) and Limited Manufacturing Plant Electricians.

In addition, it is to promote electrical safety, eliminate electrical hazards and potential accidents or fires.

REQUIREMENTS:

The Master Permit Program requires periodic or at least annual electrical safety inspections. This eliminates the need to purchase individual electrical permits for work covered by the Master Permit.

WORK COVERED:

The electrical work covered by the Master Permit Program is all encompassing for installations performed at a covered site except for items listed as NOT covered. Examples of work covered by the Master Permit Program are:

- Installations, extension or relocation of branch circuit outlets.
- Installation, extension or relocation of feeders or panels.
- Replacement of electrical components, motors, ballasts, starters, etc.
- Installation or relocation of electrical operated machinery or process equipment and controls.
- Installation or relocation of light fixtures switches and controls.
- Installation, extension or relocation of limited energy systems and control panels for all types data, network, signal, control and CCTV systems.



Scott Caufield
Building Codes Administrator

BUILDING CODES DIVISION

DEVELOPMENT SERVICES BUILDING
150 BEAVERCREEK ROAD | OREGON CITY, OR 97045

WORK NOT COVERED:

The following do NOT constitute "repair, alteration or replacement of existing electrical products" and require a separate permit and inspection:

- Electrical installations in a new building shell, structural retrofits or installation or alteration of load bearing walls.
- Any electrical installation in connection with changing the type of use or occupancy classification of the building or structure.
- Any addition which increases the square footage of the building or structure.
- Remodeling within an occupied existing shell involving more than 25 percent of the occupied floor area.
- Electrical installations which also involve a plumbing, structural or mechanical permit.
- Installation, maintenance or alteration of a main electrical service.

PROGRAM REQUIREMENTS:

The Master Permit Program covers work done on participating sites by employees holding an appropriate electrical license issued by the State of Oregon, Building Codes Division. Work done by electrical contractors with employees holding appropriate licenses is also covered if they are included in the list of contractors of record under the Master Permit taken out by the owner or plant manager.

Each plant or site will maintain a record of all licensed employees and contractor electricians doing electrical work at the site including name, license number and type of electrical license. An updated roster shall be furnished to Clackamas County at each Master Permit Inspection.

The covered facility must also maintain a list of what electrical work is done, showing date, location, electrician name and a brief description the work. This would include work performed by employees and contractors but can be separate lists. These lists will be used for the periodic inspections and are the only paperwork required in place of separate electrical permits. These lists will be furnished to Clackamas County at each Master Permit Inspection for review.

On another efficiency note, Landscape Maintenance man, Rob Rollins will be putting to good use the under-used utility trailer, pictured below. Take a good look because the next time you see this trailer it will be a Lean, Mean, Landscaping Machine!



ROADS AND INFRASTRUCTURE

Public Works will be sending four employees to a post-earthquake building assessment course. The class will provide training on rapid and detailed evaluation procedures for evaluating earthquake-damaged buildings and posting them as inspected. Buildings may be posted as being safe with a green placard, limited entry a yellow placard and unsafe with a red placard. This course will provide examples which allow attendees to evaluate building damage conditions, assess the overall risk from the damage, and recommend which of the three placards should be posted on the building.

WASTEWATER TREATMENT

During the month of February, the Wastewater Treatment Plant (WWTP) processed and treated over 49 million gallons (MG) of influent wastewater. That is an average of 1.762 million gallons per day (MGD).

One hundred and forty three preventative work orders were completed in February. Of the total, 86 were preventative maintenance for the treatment plant, 49 were for the lift station preventative maintenance and eight were repair work orders for the treatment plant.

The wastewater treatment plant operated within permit parameters this past month. Construction of the plant is proceeding nicely. Below is a panoramic view of the site from the end of Fir Street.



INDUSTRIAL PRETREATMENT

The 2012 Pretreatment Program Annual Report was submitted in late February to the Department of Environmental Quality (DEQ). The report includes information about updates to the program, treatment plant monitoring, local limits evaluation, treatment plant upsets/problems, a list of regulated users, industrial user survey updates, compliance/oversight, noncompliance/enforcement summary, resource summary, pretreatment program evaluation and profiles of both the wastewater treatment plant and the pretreatment program.

In 2012, we started with eight industrial users (IU) being regulated through local industrial wastewater pretreatment discharge permits. One of the permitted IU being regulated moved out of the city leaving seven IU. Another five IUs are regulated with Best Management Practices (BMP) agreements.

Items of note in the 2012 report include the installation of a Drug Take Back box in the lobby of the Public Works/Police building; educational outreach about Fats, Oils and Grease (FOG) and the Drug Take Back program at four community barbeques and the Xerox Corporation Health and Safety Fair, as well as the distribution of over 4,500 English and Spanish Fat-Free Sewer brochures to 15 apartment complexes.

City of Wilsonville 2012

Pretreatment Program Annual Report



**1999 & 2005 Winner
of the EPA National Pretreatment
Excellence Award**

WATER DISTRIBUTION

Cross Connection Program

Although the water that reaches Wilsonville homes and businesses is safe and meets all state and federal regulations, it can be contaminated when non-potable water backflows into the potable water supply. Most modern water-using fixtures and appliances have built-in backflow prevention features. However, there are some situations where a backflow prevention assembly is needed. Examples of these situations include yard irrigation systems, boilers, solar water heaters, fire sprinkler systems, spas, and swimming pools. Backflow prevention assemblies can be installed for these fixtures, on the owner's piping system, to keep non-potable water from backflowing into the owner's or the City's water system.

To ensure that backflow prevention assemblies are installed where necessary and tested initially and annually by a certified tester, the City administers a Backflow Prevention Program. This program is required by Oregon law and City of Wilsonville code to ensure drinking water quality.



In early March, the 2012 annual Summary Report for Cross Connection/Backflow Prevention program was submitted to the Oregon Health Authority - Drinking Water Services. In that report is shown that for the previous calendar year, 3455 out of 3627 backflow prevention assemblies were tested and passed the requirements. That is 95.26% compliance rate. As part of the Cross Connection program, customers with backflow devices are sent multiple notices, if needed to encourage compliance with the testing requirement. Each year we strive for the highest compliance rate possibly.

WILLAMETTE RIVER WATER TREATMENT

The total volume of treated water delivered to the City distribution system for the month of February was 91.912 million gallons (mg). Of that total 27.20 mg was transmitted to the City of Sherwood.

There were two public tours of the Willamette River Water Treatment Plant in February.

All State and Federal water quality requirements were met. All contractual water quality goals described in the Operations and Maintenance contract were met and the overall performance of the water treatment plant was excellent.

City of Wilsonville January 2013



**Clackamas County Sheriff's Office
2223 Kaen Rd
Oregon City, OR 97045**

www.co.clackamas.or.us/sheriff

Monthly Summary

During January 2013, the Clackamas County Sheriff's Office provided law enforcement service to the City of Wilsonville on a 24 hour a day basis. During this time period the Sheriff's Office answered 471 calls for service, which was an average of 15.2 calls per day.

The monthly average for calls for service during the past three years has been 473.6. The 471 calls in the City during the month of January reflect a 0.5% decrease over the average during the last three years.

Below is a chart showing the number of calls for service in the City during the last 5 years.

<u>Year</u>	<u>Number of Calls</u>	<u>Monthly Average</u>	<u>Daily Average</u>
2008	6,271	522.6	17.2
2009	6,273	522.8	17.2
2010	5,803	483.6	15.9
2011	5,539	461.6	15.2
2012	5,709	475.8	15.6

An overall look at the shift activity reflects the following percentages of calls taken, traffic stops made and reports taken for January.

	<u>Percentage of Calls Taken</u>	<u>Percentage of Traffic Stops</u>	<u>Percentage of Reports Taken</u>
Graveyard:	16.3%	20.4%	15.9%
Day Shift:	49.5%	48.5%	55.0%
Swing Shift:	34.2%	31.1%	29.1%

During January 2013, 489 traffic stops were made in the City with the following breakdown for each shift.

	<u>Total</u>		<u>Graveyard</u>		<u>Days</u>		<u>Swing Shift</u>	
Stops Made:	489	=	100	20.4%	237	48.5%	152	31.1%
Citations Issued:	325	=	60	18.5%	198	60.9%	67	20.6%

Included in the above totals are 175 traffic stops (35.8%) and 170 citations (52.3%) issued by the Traffic Unit.

Calls for Service

Number of Calls Per Shift	January 2013		Monthly Average 2012	
	471		475.8	
Graveyard (2100-0700)	77	16.3%	90.36	19.0%
Day Shift (0700-1700)	233	49.5%	215.3	45.3%
Swing Shift (1100-0300)	161	34.2%	170.2	35.8%
Average Number of Calls Per Day	15.2		15.6	

The chart on the following page shows the types of calls for service received during the month. These calls do not reflect actual criminal activity. In some cases the call was dispatched as a particular type of incident, but it was later determined to be of a different nature. For actual criminal activity during the month see the "Reports Taken" chart.

Other Officer Activity

Type of Activity	January 2013	2012 Monthly Average
Follow-Up Contact	73	58.7
Foot Patrol	4	3.2
Premise Check	39	49.3
Subject Stop	28	31.4
Suspect Contact	9	5.0
Suspicious Vehicle Stop	28	37.3
Warrant Service	23	13.6
Total:	204	198.4

Types of Calls

Type of Calls	January 2013	2012 Monthly Average
Abandoned Vehicle		2.2
Accidents (All)	29	21.8
Alarms	56	56.3
Animal Complaint	6	6.8
Assault	4	4.1
Assist Outside Agency	10	12.3
Assist Public	55	40.8
Burglary	4	5.8
Criminal Mischief	17	16.8
Death Investigation	1	1.3
Disturbance	23	24.3
Extra Patrol Request	5	4.8
Fire Services	6	7.8
Fraud	12	11.3
Hazard	11	11.0
Juvenile Problem	10	12.8
Kidnap		.0
Mental	3	4.0
Minor In Possession		1.7
Missing Person	1	1.7
Noise Complaints	7	9.3
Open Door / Window	1	2.6
Promiscuous Shooting		0.8
Property Found / Lost / Recovered	13	10.3
Provide Information	18	17.2
Prowler	1	0.8
Recovered Stolen Vehicle	4	1.0
Robbery		0.8
Runaway Juvenile	6	4.3
Sexual Crime (All)	4	2.2
Shooting		0.2
Stolen Vehicle / UUMV	7	3.7
Suicide Attempt / Threat	6	5.0
Suspicious Circumstances	16	10.5
Suspicious Person	18	24.0
Suspicious Vehicle	8	11.3
Theft / Shoplift	36	34.1
Threat / Harassment / Menacing	19	15.2
Traffic Complaint	18	28.0
Unknown / Incomplete Call	10	11.5
Unwanted / Trespassing	7	11.3
Vice Complaints (Drugs)	10	5.3
Violation of Restraining Order	4	1.4
Welfare Check	1	10.2
Other Not Listed Above	4	7.4
Total:	471	475.8

Median Response Times to Dispatched Calls

All Dispatched Calls	All Calls	Priority 1 & 2 Calls
Input to dispatch: (Time call was on hold)	3.0 Minutes	2.0 Minutes
Dispatch to Arrival: (Time it took deputy to arrive after being dispatched)	5.0 Minutes	5.0 Minutes

During January, 251 reports were taken. 15.9% were written by the graveyard shift, 55.0% by the dayshift units and 29.1% were written by the swing shift units.

Reports Taken

Type of Report	January 2013	2012 Monthly Average
Accident	14	11.8
Theft	38	25.1
Criminal Mischief	13	13.8
Burglary	3	5.6
Stolen Vehicle	7	3.3
Assault	5	2.7
Identity Theft	2	2.9
Drug Crimes	7	4.0
Miscellaneous Reports	156	127.4
Report Totals:	251	196.4

Shift Totals	January 2013		2012 Monthly Average	
Graveyard Shift:	40	15.9%	32.0	16.3%
Day Shift:	138	55.0%	108.9	55.5%
Swing Shift:	73	29.1%	55.5	28.3%

Arrests By Age Group

January 2013

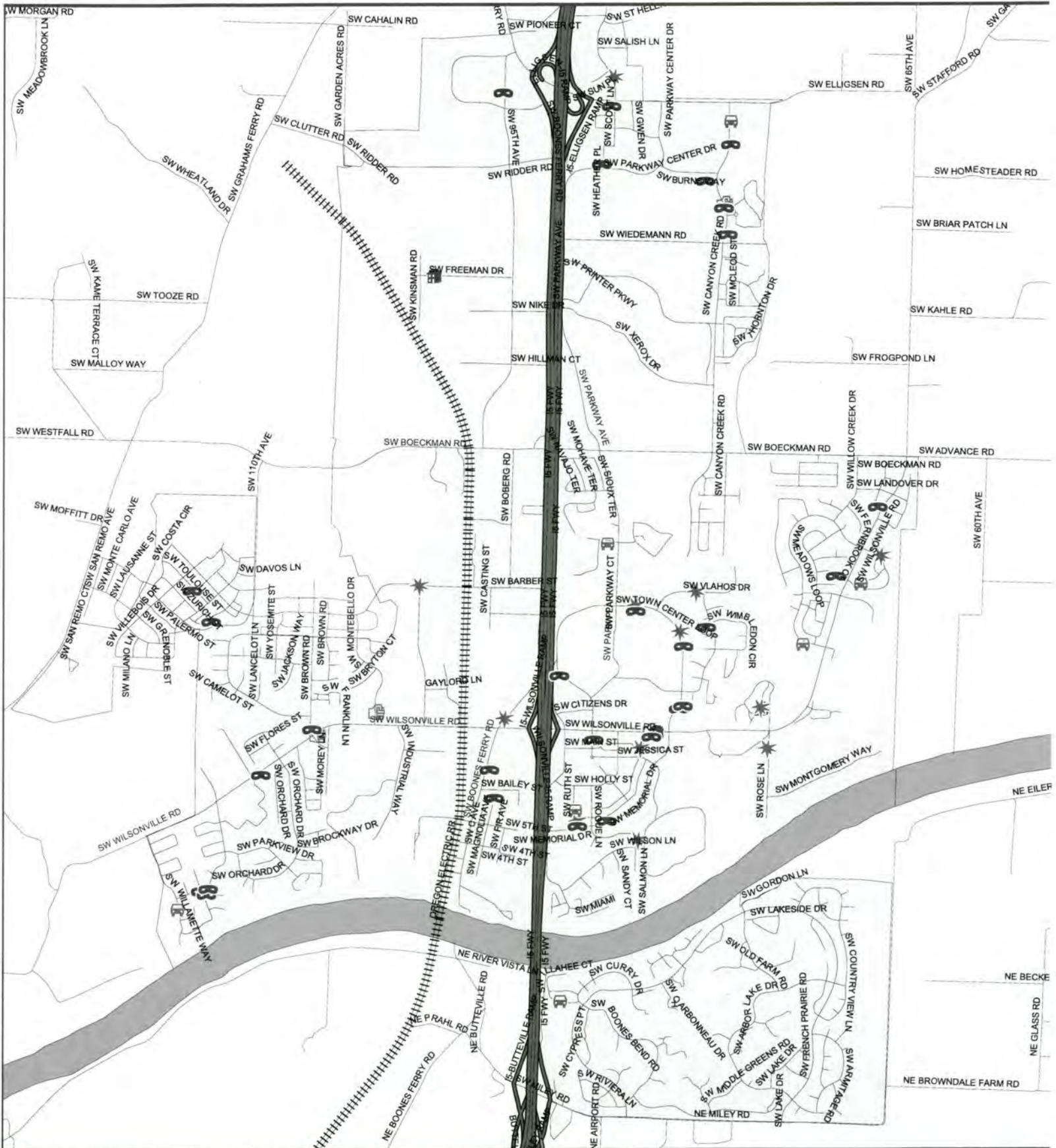
This chart counts the total number of charges. The number of people arrested is totaled at the bottom.

		JUVENILES		ADULTS		
Part I Crimes	Type	Probable Cause	Warrants	Probable Cause	Warrants	Total
Arson	Pr					
Assault, Aggravated	Pe					
Burglary	Pr					
Attempt Murder	Pe					
Murder	Pe					
Rape	Pe					
Robbery	Pe					
Theft (general)	Pr	3		3	5	11
Stolen Vehicles	Pr					
Part I Totals		3	0	3	5	11
Part II / Other Crimes	Type	Probable Cause	Warrants	Probable Cause	Warrants	Total
Assault, Simple	Pe			2	3	5
Child Abuse/Neglect	Pe					
Criminal Mischief	Pr				2	2
Criminal Mistreatment	Pe				1	1
Criminal Trespass	Be			1	1	2
Cruelty to Animals	Be			1	1	2
Disorderly Conduct	Be				1	1
Drug Charges (all)	Be	4		3	5	12
Forgery	Pr					
Fraudulent Use Credit Card	Pr					
Harassment	Pe			1	3	4
Identity Theft	Pr					
Kidnapping	Pe					
Menacing	Pe					
Negotiate a Bad Check	Pr					
Offensive Littering	Be					
Public/Private Indecency	Be					
Recklessly Endangering	Pe			3	1	4
Resisting Arrest	Be				2	2
Sex Crimes (Other)	Pe				1	1
Sexual Abuse	Pe				3	3
Sodomy	Pe					
Strangulation	Pe			1		1
Unlawful Entry into Motor Vehicle	Pr					
Violation of Restraining Order	Pe			1		1
Weapons Violations	Be					
Crimes Not Listed above	Be	3			12	15
Part II / Other Totals		7	0	13	36	56
Grand Total:		10	0	16	41	67
Crime Types		Probable Cause	Warrants	Probable Cause	Warrants	Total
Person Crimes		0	0	8	12	20
Property Crimes		3	0	3	7	13
Behavioral Crimes		7	0	5	22	34
Traffic Charges		0	0	11	4	15
Number of People Arrested on These Charges:		9	0	23	25	



Wilsonville January 2013

	Assault		Stolen Vehicle
	Burglary		Theft
	Criminal Mischief		



City of Wilsonville
April 1, 2013 City Council Meeting

Says opposer proposed ordinance.

minor 085-203077 - 2nd notice
is minimum. Clack City +
other give more notice -
3-5 days?

SPEAKER CARD

- Court case to possible housing
requirement of city. -

NAME: Ginger Fitch

ADDRESS: 29395 SW Camelot St Wilsonville

TELEPHONE: 503-570-4395 E-MAIL gingfitch@yahoo.com

AGENDA ITEM YOU WANT TO ADDRESS: Ordinance No. 716

Please limit your comments to 3 minutes. Thank you.

City of Wilsonville
April 1, 2013 City Council Meeting

*Now Required to put roof
on trash enclosure.*

SPEAKER CARD

*-Unsafe garbage truck backing
-Roof height ~ 18'*

NAME:

GARRY LAPOINT

ADDRESS:

25410 SW 95th AVE

TELEPHONE:

503-720-0341

E-MAIL

gl@eoni.com

AGENDA ITEM YOU WANT TO ADDRESS:

TRASH CONTAINERS

Please limit your comments to 3 minutes. Thank you.

City of Wilsonville
City Council Meeting
April 1, 2013 Sign In Sheet

Name	Mailing Address
Vern Wise	
Doris Wehler	
GARY LAPoint	gl@eowi.com
Ginger Fitch	gingfitch@yahoo.com
MICHELE TONKIN	michelletonkin@me.com
JAY PUPPO	email@jaypuppo.com
Bob Renfro	

DRAFT

**April 1, 2013
City Council Meeting
Action Minutes**

DATE: 4/2/13

LOCATION: 29799 SW TOWN CENTER LOOP EAST, WILSONVILLE, OR

Time Start: 5 p.m.

Time End: 9:40 p.m.

ATTENDANCE LOG

COUNCILORS	STAFF		
Mayor Knapp	Bryan Cosgrove	Stephan Lashbrook	Nancy Kraushaar
Councilor Goddard	Mike Kohlhoff	Mark Ottenad	Delora Kerber
Councilor Starr	Jeanna Troha	Dan Knoll	Joanne Ossanna
Councilor Fitzgerald	Sandy King	Cathy Rodocker	Chris Neamtzu
Councilor Stevens	Steve Munsterman	Delora Kerber	Eric Mende
	Angela Handran		

AGENDA	ACTIONS
<p>WORK SESSION</p> <p><u>Concerns:</u> Councilor Starr – When will the Boeckman Bridge be completed? Would like discussion on supplementing grant recipient awards on work session agenda. Received complaints from neighbors that tree regulations were too restrictive and city did not follow up on items.</p> <p><u>TIF Next Steps:</u></p> <p><u>Transient Camps:</u> Ordinance No. 715 and 716 first reading</p> <p><u>Oregon Passenger Rail:</u></p>	<p>Staff noted the Task Force recommendations would be before Council at their 4/15 meeting. The number of steps necessary to complete to reach the goal of implementing the TIF were described. Councilors asked if the schedule of steps could be shortened or streamlined; they wanted the final result to provide certainty to potential businesses.</p> <p>Reasons for the policies were provided, and several language changes in Ord. 715 and 716 were noted by staff.</p> <p>Staff presented the most recent route concepts and asked Council to begin thinking about passenger rail and the possible impacts on the city. Council wanted to insure there was plenty of public outreach and education opportunities.</p>

<u>Water Rate Study & SDC Methodology Update:</u>	Deb Galardi talked about the review process and asked Councilors to complete the "Evaluation of Rate Designs Policy Objective" matrix. The matrix would be scored and help direct the rate review.
REGULAR MEETING	
<u>Mayor's Business</u>	
<ul style="list-style-type: none"> • Appoint Julie Fitzgerald to Tourism Task Force as Chair • Arbor Day Proclamation 	Motion to appoint passed 5-0.
<u>Communications</u>	
<ul style="list-style-type: none"> • Quarterly WWTP Update • CCSO Annual Report • TVF&R State of the District Report • For the Love of Schools Fun Run Event 	Items were for information only, no Council action necessary.
<u>Consent Agenda</u>	
<ul style="list-style-type: none"> • Resolution No. 2406 – adopting the canvass of votes March 12, 2013 election • Minutes of 3/18/13 Council meeting 	Motion carried 5-0.
<u>Continuing Business</u>	
<ul style="list-style-type: none"> • Ordinance No. 714 – amending WC Chapter 6 to clarify limited temporary exemption from noise regulation for special events 	Motion carried 5-0
<u>Public Hearing</u>	
<ul style="list-style-type: none"> • Ordinance No. 715 - amends WC Chapter 10 prohibiting camping or sleeping on public property. • Ordinance no. 716 – develops policy for removal of individuals and their property / campsites from public property 	<p>Testimony was received during the public hearing that the 24-hour notice to remove belongings should be extended to allow time for the individual to find other arrangements. Staff was directed to gather information about the social services available in the city, both public and private.</p> <p>Both ordinances were adopted on first reading with minor language changes. Second reading is April 15.</p>
<u>City Manager's Business</u>	
<ul style="list-style-type: none"> • Reminder about the Budget Committee Work Shop April 3 and the Council Goal Setting April 12 and 13. 	

RECORDED BY: SCK