AMENDED
AGENDA

WILSONVILLE CITY COUNCIL MEETING
JANUARY 21, 2021
7:30 P.M.

CITY HALL
29799 SW TOWN CENTER LOOP EAST
WILSONVILLE, OREGON

Mayor Julie Fitzgerald

Council President Kristin Akervall
Councilor Joann Linville
Councilor Charlotte Lehan
Councilor Ben West

CITY COUNCIL MISSION STATEMENT

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

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

5:00 P.M. EXECUTIVE SESSION [30 min.]
A. Pursuant to: ORS 192.660 (2)(e) Real Property Transactions
ORS 192.660(2)(h) Legal Counsel / Litigation

5:35 P.M. REVIEW OF AGENDA AND ITEMS ON CONSENT [5 min.]

5:40 P.M. COUNCILORS' CONCERNS [5 min.]

5:45 P.M. PRE-COUNCIL WORK SESSION
A. Purchase of a CUES Closed Circuit TV Inspection System and Vehicle (Montalvo) [10 min.]
B. Public Works Complex Update (Kerber) [30 min.]
C. City Participation in Willamette Falls and Landings Heritage Area Coalition (Ottenad) [10 min]
D. Council Representation Assignments to Regional Intergovernmental Bodies (Ottenad) [10 min.]
E. 2021-22 State Legislative Agenda (Ottenad) [20 min.]
F. Proposed Aurora State Airport Legislation (Ottenad) [10 min.]
G. Annual Urban Renewal Report, FY2019-20 (Katko) [5 min.]

7:15 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, Thursday, January 21, 2021 at City Hall. Legislative matters must have been filed in the office of the City Recorder by 10 a.m. on January 5, 2021. Remonstrances and other documents pertaining to any matters listed in said summary filed at or prior to the time of the meeting may be considered there with except where a time limit for filing has been fixed.

7:30 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.

7:35 P.M. MAYOR'S BUSINESS

A. Upcoming Meetings

7:40 P.M. COMMUNICATIONS

A. Legislative Update By Representative Neron
B. Tualatin Valley Fire & Rescue Update

8:10 P.M. CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS

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

8:20 P.M. COUNCILOR COMMENTS, LIAISON REPORTS AND MEETING ANNOUNCEMENTS

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

8:35 P.M. CONSENT AGENDA

A. Minutes of the December 21, 2020 City Council meeting. (Veliz)

8:40 P.M. NEW BUSINESS

A. None

8:40 P.M. CONTINUING BUSINESS

A. None

8:40 P.M. PUBLIC HEARING

A. **Resolution No. 2871** (Legislative)
A Resolution Authorizing A Supplemental Budget Adjustment For Fiscal Year 2020-21. (Katko)

8:50 P.M. CITY MANAGER'S BUSINESS

8:55 P.M. LEGAL BUSINESS

9:00 P.M. ADJOURN

INFORMATION ITEMS – No Council Action Necessary.

AN URBAN RENEWAL AGENCY MEETING
WILL IMMEDIATELY FOLLOW THE CITY COUNCIL MEETING

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

City Council Meeting
January 21, 2021

Executive Session 5:00 pm
Work Session 5:30 pm
Council Meeting 7:30 p.m.
Urban Renewal Agency Following Council Meeting

(All held in Council Chambers)

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

- Councilors are participating virtually, via Zoom videoconferencing.

To Provide Public Comment:

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

You can watch the City Council Meeting here:

You Tube: youtube.com/c/CityofWilsonvilleOR
Zoom: https://us02web.zoom.us/j/81536056468

City of Wilsonville

City Council Meeting

January 21, 2021

WILSONVILLE
OREGON

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A. None

8:40 P.M. CONTINUING BUSINESS

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CITY COUNCIL MEETING
STAFF REPORT

Meeting Date: January 21, 2021	**Subject:** Purchase of a CUES Closed Circuit TV (CCTV) Inspection System and Vehicle **Staff Member:** Martin Montalvo, Public Works Operations Manager **Department:** Public Works
Action Required	**Advisory Board/Commission Recommendation**
☐ Motion ☐ Public Hearing Date: ☐ Ordinance 1st Reading Date: ☐ Ordinance 2nd Reading Date: ☐ Resolution ☒ Information or Direction ☐ Information Only ☐ Council Direction ☐ Consent Agenda	☐ Approval ☐ Denial ☐ None Forwarded ☒ Not Applicable **Comments:** N/A
Staff Recommendation: Staff recommends Council provide direction.	
Recommended Language for Motion: N/A	
Project / Issue Relates To: Expand and Maintain High Quality Infrastructure and Stewardship of the Environment and Natural Resources.	

☒Council Goals/Priorities:	☐Adopted Master Plan(s): Transit Master Plan	☐Not Applicable

ISSUE BEFORE COUNCIL:

Staff is seeking Council approval for the purchase of a Closed Circuit TV Inspection system and vehicle to inspect the City's underground infrastructure.

EXECUTIVE SUMMARY:

The City's current underground infrastructure includes 88.2 miles of sanitary sewer collection mains and an additional 80.9 miles of stormwater collection mains. The City is required by both its National Pollutant Discharge Elimination System (NPDES) and its Municipal Separate Storm Sewer System (MS4) permit to inspect portions its underground infrastructure annually. CCTV inspection is the industry accepted best management practice for inspecting critical underground infrastructure. In the past the City has contracted this service with the most recent contract amounting to $132,000 in annual expenses. The City recently canceled this contract due to several QA/QC related issues. The Public Works Department has identified sufficient funds within its existing FY20/21 operations funds to acquire its own CCTV system and associated vehicle. The Public Works Department has sufficient staffing and experience to field and manage the equipment. The attached quote details a purchase price of $125,968.00, utilizing a national purchasing contract that the City is already a signatory to. The national purchasing agreement complies with the City's and the State of Oregon's purchasing requirements.

EXPECTED RESULTS:

Staff will return in February with a resolution on consent agenda if they approve.

TIMELINE:

Upon approval of the Resolution in February, staff will place the order. Lead time for delivery of the asset is nine weeks. We expect to receive the asset in the spring of 2021.

CURRENT YEAR BUDGET IMPACTS:

The purchase can be accommodated within the existing FY20/21 Operational funds with the following transfers to Capital Equipment:

Sewer Operating Funds	$88,177.60
Stormwater Operating Funds	$37,790.40

FINANCIAL REVIEW / COMMENT:

Reviewed by: CAR Date: 1/12/2021

Operating funds are available as noted above.

LEGAL REVIEW / COMMENT:

Reviewed by: BAJ Date: 1/13/2021

COMMUNITY INVOLVEMENT PROCESS:

None.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

The purchase will assure the City is adequately maintaining and inspecting its underground assets and assures compliance with the City's existing state permits.

ALTERNATIVES:

The City can continue to contract the work for an annual expenditure of approximately $130,000. Rental opportunities are limited within the area with several cost and operational limitations.

CITY MANAGER COMMENT:
N/A

ATTACHMENTS:
1. CUES Portable Mainline Purchase Quote
2. CCTV Presentation



December 28, 2020

Martin Montalvo
Wilsonville, OR City of
30000 SW Town Center Loop East
Wilsonville, OR 97070

RE: Cues Portable mainline

Dear Martin,

Here is the pricing information you requested for purchasing a small Cues CCTV van.

Cues CCTV van

- Ram Pro Master City van
- Operator desk
- Flooring
- OZ2 camera
- Ultra Shorty 21 tracked transporter
- Extensions for up 6"-24" pipe
- K2 PCU with monitor built in
- Wireless controller with spare wired controller
- Power reel with 1,000' cable
- Test cable
- Laptop computer with Gnet Basic software
- Mount for reel
- Poles, rollers, cable guides
- Delivery
- 1 day training

Total $125,968
Discounted total $98,780

Add:
Compact Pipe Ranger for 6"-15" pipe and spacers (CPR)
OZ3 camera in lieu of OZ2 – no charge
Adapter tube for OZ 3 use in US21 MZ 323-2 and MZ 341 $2,200
12/5/4 adapter 1650120

Total $17,943
Grand Total on HGAC SC01-18 $116,723

Optional for CPR for pipes 15"-24"
Pneumatic tire for CPR $1,000
Power lift for CPR $5,846

Sincerely,

Gillian Wilson
Cues NW Territory Manager

CCTV Inspection Program



Why CCTV

Permit Requirements

- Sanitary
  - NPDES Permit Section 7.6.1 Inflow and Infiltration Reduction
    - *As described in Section 4.3 on the sewage collection system, it is important for the permittee to assess and take steps to reduce the rate of infiltration and inflow of stormwater and groundwater into the sewer system. Consistent with this, Schedule D of the permit requires the permittee to undertake activities to track and reduce I/I in the sanitary collection system.*
  - Goal to TV Complete System every Five Years
- Stormwater
  - MS4 Permit Chapter 3.F.ii: Inspection, Maintenance and Cleaning
    - *The co-permittees must develop and implement a process for the inspection, maintenance, and cleaning of its MS4 and related structures (including, but not limited to, catch basins, storm drain inlets, water quality facilities, pipes, etc.) to maximize debris and pollutant removal, and verify proper operation of all its municipal structural treatment controls designed to reduce pollutants (including floatables) in storm water discharges to or from its MS4s and related drainage structures.*
  - Goal to TV Complete System every Seven Years

Industry Accepted Best Management Practice

Preventative vs Reactive Maintenance

- Reduced Operating Cost
- Reduced CIP Cost

Current In-house Capability

Push Camera System

- Limited Reach
  - 100 feet of reel
- Limited Pipe Size
  - Min 3” – Max 15”
- Video Quality
  - Line of Sight Only
- No GIS/ Asset Management Integration



Desired Capability

- Full GIS and Asset Management Integration
- 1000 Feet Reel
- Pipe Sizing
  - Min 6” – Max 30”
- Video Quality
  - Full 1080P
  - Pan and Tilt Capability
- Enclosed chassis
- Cost
  - $125,968 High
  - 98,780 Low



Contractor Cost

Contracted Service Cost

- Two Year Contract with (3) One Year Extensions
- Contract terminated due to Quality Control Issues
- Annual Contract Value $133,483.50 (First Tier Contractor)
  - 2nd Tier Bid $160,555
  - 3rd Tier Bid $163,427

Program funding currently accommodated in existing budget

- Sewer 60%
- Storm 30%
- Miscellaneous CIPs 10%

Rental Cost (In-house Operator)

Company	Delivery & Training	Sales Tax	Security Deposit	Cost per Month	6 Month Total Cost
IBAK	$ -	$ -	$ 6,250.00	$ 12,500.00	$ 43,750.00
Proteus	$ 2,000.00	$ 724.50	$ 11,224.50	$ 10,500.00	$ 46,898.00

Budget Amendment Request

Fund - Index	Cost %	Asset Cost *	
Sewer Ops - Contract Service	35%	$ 44,088.80	
Sewer CIP Misc. Small Sewer Project	35%	$ 44,088.80	
SW Ops – Conveyance Maintenance	15%	$ 18,895.20	
Storm CIP – Annual Storm Sewer Pipe repair	15%	$ 18,895.20	

* Asset Cost High $ 125,968.00; Low $98,780

CITY COUNCIL MEETING
STAFF REPORT

Meeting Date: January 21, 2021	**Subject:** City Participation in the Willamette Falls and Landings Heritage Area Coalition (WFLHAC) **Staff Member:** Mark Ottenad, Public/Government Affairs Director **Department:** Administration
Action Required	**Advisory Board/Commission Recommendation**
☐ Motion ☐ Public Hearing Date: ☐ Ordinance 1st Reading Date: ☐ Ordinance 2nd Reading Date: ☐ Resolution Information or Direction ☐ Information Only ☒ Council Direction ☐ Consent Agenda	☐ Approval ☐ Denial ☐ None Forwarded ☒ Not Applicable **Comments:** City Councilor Charlotte Lehan is willing to be City representative to WFLHAC.
Staff Recommendations: N/A	
Recommended Language for Motion: N/A	
PROJECT / ISSUE RELATES TO:	
☒ Council Goals/Priorities	☐ Adopted Master Plan(s) ☐ Not Applicable

ISSUE BEFORE COUNCIL:

Does the City Council wish for the City to join as a designated, named member on the board of directors of the Willamette Falls and Landings Heritage Area Coalition (WFLHAC)?

EXECUTIVE SUMMARY:

The City of Wilsonville is invited to participate as a named member of the board of directors of the Willamette Falls and Landings Heritage Area Coalition (WFLHAC), a partnership of local and tribal governments, nonprofit organizations, business associations, and private companies. WFLHAC is working to obtain Congressional designation of the proposed Willamette Falls and Landings National Heritage Area

Currently, City Councilor Charlotte Lehan serves on the board of WFLHAC, but not in an official position representing the City. Councilor Lehan is willing to continue serving on the WFLHAC board as an official representative of the City Council for the City of Wilsonville.

The annual cost of the City's membership with WFLHAC is currently set at $15,000, which is similar to the membership rates of the cities of Lake Oswego and West Linn. If the City Council elects to join WFLHAC as a dues-paying member, the City would budget to commence membership payment at the start of the new fiscal year FY 2021-22, July 1, 2021.

Background Information on City's Engagement with Willamette River, Willamette Falls and the Proposed National Heritage Area

The City has had extensive involvement over the past decade with various issues pertaining to both the Willamette River in general and Willamette Falls in particular, including working with federal and state agencies and tourism organizations to promote river recreation and to reopen the Willamette Falls Locks and Canal.

Over the past several years, the City Council has adopted various resolutions relating to the Willamette River and Willamette Falls.

On point in particular is the City Council's adoption on March 2, 2015, of Resolution No. 2515, A Resolution of the City of Wilsonville Supporting Efforts to Create a Willamette Falls National Heritage Area and Urging Designation of Such By Congress; see Exhibit A.

Other Council resolutions regarding the Willamette Falls include Council adoption on:

- November 3, 2104, of Resolution No. 2496, A Resolution of the City of Wilsonville Supporting the Reopening of the Willamette Falls Locks

  Subsequently on January 6, 2014, the Council approved $2,500 in funding support to the Willamette Falls Heritage Foundation for an economic analysis of reopening the Willamette Falls Locks.

- September 8, 2016, of Resolution No. 2601, A Resolution of the City of Wilsonville Adopting as a Concurring Party the Willamette Falls Locks "Section 106" Memorandum of Agreement (MOA) and Exhibits.

- April 15, 2019, of Resolution No. 2737, A Resolution of the City of Wilsonville Adopting an Intergovernmental Agreement with Clackamas County to support the work of the Willamette Falls Locks Commission.

City support for reopening the Locks was incorporated in the City's 2016-17 and subsequent State Legislative Agendas, and the City has actively lobbied at state and federal levels and testified in support of reopening the Locks. The City Council assigned in 2019 Councilor Linville as the Council's Governor-appointed representative to the Willamette Falls Locks Commission.

Background Information on the Proposed Willamette Falls and Landings National Heritage Area

The motivation to create a National Heritage Area (NHA) started in 2005 from a community desire primarily by residents of Oregon City and West Linn to share a nationally important story, preserve historic buildings, support museums and heritage sites, and kick-start economic revitalization in the area of the Willamette Falls.

The National Heritage Area program is operated by the U.S. Department of the Interior, National Parks Service. The Congressional NHA designation provides federal technical assistance and funds and marketing promotion at a national scale without any new regulations. Siting an NHA in the Wilsonville area provides an excellent destination marketing attraction that benefits tourism promotion and economic-development efforts. To date Congress has designated 49 NHAs across the country – but none in the Pacific Northwest.

The nonprofit Willamette Falls Heritage Area Coalition formed in 2009, incorporated in 2012, and started a broad public engagement process to develop the required Feasibility Study that allows the Secretary of Interior to make findings to Congress that support designation of an NHA. In 2015, the Oregon legislature formally urged Congress to create the Willamette Falls National Heritage Area just as the northern portion was designated a state heritage area.

In 2017, Heritage Area Coalition submitted the required Feasibility Study, which the Park Service deemed inadequate for focusing too much on the Willamette Falls and Locks area without addressing the agriculturally rich Willamette Valley that supplied the commodities for shipping past the Falls and through the Locks. At the same time, historical upriver communities such as St. Paul left the Coalition due to the lack of recognizing the value of the upriver communities.

Subsequently, the organization renamed itself Willamette Falls *and Landings* Heritage Area Coalition, or WFLHAC for short (emphasis added). WFLHAC resubmitted the Feasibility Study that included extensive research and history of the upriver communities, stretching from Willamette Mission State Park area north past Canby. In 2020, the National Park Service indicated that the proposed Willamette Falls and Landings National Heritage Area met the criteria for Congressional designation.

Congressman Kurt Schrader, whose district includes the proposed NHA, is willing to sponsor legislation, so long as issues of concerns pertaining to Oregon's federally-chartered Native American Indian Tribes are addressed in advance. This process of working with the tribes, several of which "claim" Willamette Falls area, is now underway.

EXPECTED RESULTS:

By becoming a member of WFLHAC with an appointed seat on the board of directors, the City becomes an equal partner with cities such as Lake Oswego and West Linn to advance the Congressional designation of the Willamette Falls and Landings National Heritage Area.

TIMELINE:

The City would become a member of WFLHAC during 2021 with a $15,000 annual membership dues payment to occur on or after July 1, 2021, the start of the new fiscal year.

CURRENT YEAR BUDGET IMPACTS:

No fiscal impacts are expected during the current fiscal year.

FINANCIAL REVIEW / COMMENT:

Reviewed by: CAR Date: 1/6/2021

LEGAL REVIEW / COMMENT:

Reviewed by: BAJ Date: 1/13/2021

COMMUNITY INVOLVEMENT PROCESS:

N/A

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

A National Heritage Area designation by Congress would provide substantial national marketing activity and access to federal funds that would benefit community tourism promotion and economic-development efforts in support of local businesses.

ALTERNATIVES:

Decline to participate as a member of WFLHAC.

CITY MANAGER COMMENT:

N/A

EXHIBITS:

A. City of Wilsonville Resolution No. 2515, A Resolution of the City of Wilsonville Supporting Efforts to Create a Willamette Falls National Heritage Area and Urging Designation of Such By Congress, March 2, 2015

B. WFLHAC Leadership, Board of Directors, January 2020

C. WFLHAC Partner Participation Matrix August 2020

D. WFLHAC Board Meeting Packet, October 2020

E. Bylaws, Willamette Falls Heritage Area Coalition, Inc.

F. Draft Memorandum of Understanding Between the Willamette Falls & Landings Heritage Area Coalition and The City of Wilsonville

G. Article – "National Parks backing Willamette Falls as National Heritage Area," Portland Tribune, Thursday, November 15, 2018

   Not Attached as exhibit to staff report; Link to the 150-page Feasibility Study: https://drive.google.com/open?id=1gojTRA9uCfL5rUx6s0WJBxDPzJ_zGtnl&authuser=siobhan%40wfheritage.org&usp=drive_fs

RESOLUTION NO. 2515

A RESOLUTION OF THE CITY OF WILSONVILLE SUPPORTING EFFORTS TO CREATE A WILLAMETTE FALLS NATIONAL HERITAGE AREA AND URGING DESIGNATION OF SUCH BY CONGRESS

WHEREAS, National Heritage Areas are designated by Congress as places where natural, cultural and historic resources combine to form a cohesive, nationally important landscape; and

WHEREAS, the Willamette Falls Area is an important nexus of the geologic formations created by the Missoula Floods, including the Willamette Meteorite and the foundation of the unmatched fertility of the North Willamette Valley; and

WHEREAS, the Falls Area was a prominent gathering place for fishing and trade among numerous tribes for centuries prior to European settlement; and

WHEREAS, the Willamette River and Falls has been and continues to be an important transportation hub for tourism, commerce and recreation; and

WHEREAS, the 2,000-mile journey over the Oregon Trail ended in the Falls area—a destination point for one of the largest unforced migrations in world history—and helped to secure the nation's boundaries from the Atlantic to the Pacific; and

WHEREAS, the power of Willamette Falls inspired human industry since its discovery, for early sawmills and flour mills, and eventually hydroelectric power for woolen and paper mills, but especially for the world's first long distance transmission of electricity; and

WHEREAS, the discovery of mineral wealth in Lake Oswego helped to build the Pacific Northwest's infrastructure, through its iron mines and iron smelters, and

WHEREAS, the industrialization in the Falls area was the birthplace of industry in the American Northwest.

WHEREAS the proposed Willamette Falls National Heritage Area encompasses an area rich in history and culture stretching from Willamette Mission State Park and Champoeg State Heritage Area of the French Prairie region on the south to Lake Oswego, West Linn and Oregon City on the north.

WHEREAS, a coordinated approach to managing and promoting this area as a national and statewide resource is a unique opportunity to collaborate on cultural and heritage tourism, natural resources, recreation and historic preservation.

WHEREAS, on May 5, 2014, the Wilsonville City Council adopted the *Wilsonville Tourism Development Strategy* that called for the City to both improve recreational access and use of the Willamette River and to encourage utilization of local cultural and historical assets to promote tourism; and

WHEREAS, on November 3, 2014, the Wilsonville City Council adopted Resolution No. 2496 supporting the re-opening of the Willamette Falls Locks and Canal to encourage recreation, tourism and commerce on the river.

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

1. That the City of Wilsonville support the efforts of the Willamette Falls Heritage Area Coalition to attain National Heritage Area status for the greater Willamette Falls area; urges the National Park Service to find that such status is merited; and urges Congress to designate and create a Willamette Falls National Heritage Area.

2. This resolution is effective upon adoption.

ADOPTED by the Wilsonville City Council at a special meeting on March 2, 2015, and filed with the Wilsonville City Recorder this date.

TIM KNAPP, MAYOR

ATTEST:

Sandra C. King, City Recorder, MMC

SUMMARY OF VOTES:

Mayor Knapp	Yes
Councilor Starr	Yes
Councilor Fitzgerald	Yes
Councilor Stevens	Yes
Councilor Lehan	Yes

Willamette Falls & Landings Heritage Area Coalition Leadership

January 2020

BOARD OF DIRECTORS

Officers

Jon Gustafson
President
Former Lake Oswego City Councilor, business owner

Andy Cotugno
Vice President
Former Metro staff, Willamette Falls Locks Commission Appointee

Jon A George
Secretary
Confederated Tribes of Grand Ronde, Tribal Council member, Tribal Council Secretary

Jody Carson
Treasurer
Former West Linn City Council Member

Jim Mattis
Immediate Past President
Retired Attorney

Russ Axelrod
Former West Linn Mayor

Danielle Cowan
Former Executive Director of Clackamas County Tourism and Cultural Affairs

Staff

Siobhan Taylor
Executive Director

Shira Ribakoff
Executive Assistant

Suzi Anderson
Web Master

Members

Yvonne Addington
The Ice Age Floods Institute

Charlotte Lehan
City of Wilsonville

Greg Leo
Friends of Historic Butteville

Christine Lewis
Metro

Jackie Manz
City of Lake Oswego

Denyse McGriff
City of Oregon City

Claire Met
Oregon City Senior Center

Alice Norris – Founding President
Former Mayor of Oregon City, CCC Board, Willamette Falls Legacy Project

Mini Sharma Ogle
Portland General Electric

Carol Palmer
City of Canby

Kirsten Rian
Clackamas County Arts Alliance

Martha Schrader
Clackamas County Commissioner

Sarah Spoon
City of Canby

Eric Underwood
Portland General Electric

Mike Watters
President, Friends of the McLean House

Ben Williams
Friends of French Prairie

Gail Yazzolino
Executive Director, End of the Oregon Trail Interpretive Center

Willamette Falls & Landings Heritage Area Coalition		**PARTNER PARTICIPATION MATRIX**			**August 2020**
The Coalition's Board is made up of a diversity of individuals who bring passion, expertise, and experience to the Board. The Board derives much of its strength by the fact that its members are representative of BIPOC, emigrants, women (make up the majority), people with disabilities, and the LGBTQ+ community. No monetary contribution is a requirement to be elected to the Board. *At the same time, the Coalition has been favored by substantial financial support by a few partners that have subscribed to the Coalition's vison and mission and provided the bulk of its funding base. That financial commitment has entitled those partners to select their own representative to be on the Board. They have appointed people who have also brought passion, expertise, and experience.*		**SUSTAINING GOVERNMENT PARTNER** Public organization that provides an on-going **high**-level contribution to the Coalition	**SUPPORTING PRIVATE PARTNER** Private organization that provides an on-going level of contribution to the Coalition	**PATRON** Public or Private organization that support the Coalition through in-kind and financial contributions	**FRIEND** Individuals who support the work of the Coalition through financial contributions
VISION & LETTER OR RESOLUTION OF SUPPORT FOR COALITION'S MISSION	Shares the Coalition's vision and provides a letter or resolution of support that pledges participation	■	■	■	■
RESOURCES	Contributes direct monetary support, fundraising or in-kind contributions	■ Annual	■ Annual	■ One-time or periodic	■ One-time or periodic
CONSTITUENCY	Represents historic, cultural, recreational, educational, governmental or economic resources in the region	■	■	■	
EXPERTISE	Recognized for historical integrity or other expertise relevant to the Falls & Landings area	■			
INVENTORY & STORIES	Contributes historic, cultural, economic, educational or recreational resources to the Heritage Area's inventory or links material to the Heritage Area	■			
LEVEL OF MONETARY SUPPORT		Cities under 5k; $2,500. Cities w/ 5-20k: $7,500. Cities over 20k: $15,000. Regional Govts; $5,000. Tribes & Counties (or County affiliate): $15,000. $10,000 may suggest the name of a person for election by the Bd. to the Bd. $15,000 selects own rep.	Minimum of $2,500. $5,000 = name and logo as supporting. $10,000 = may suggest the name of a person for election by the Bd. to the Bd. $15.000 selects own representative to Bd.	Contribute $200 or more annually or provides human or other resources to the Coalition. Annual minimum contribution entitles entity to suggest a name for election of a person by the Bd. to the Bd.	Heritage Area Annual Memberships: Single: $100. Student/Sr./Vet.: $50.

WILLAMETTE FALLS & LANDINGS
Heritage Area

AGENDA

Board of Directors Meeting
Monday, October 19th, 2020, 11:00-12:30 p.m.
Via Zoom
https://us02web.zoom.us/j/88630234888?pwd=RmUvazUxWi9iMUdkWWlna24xOFJ4QT09

11:00	**Welcome & Call to Order**	Jon Gustafson
11:02	**RDEI Moment**	Mini Sharma-Ogle
11:10	**Secretary's Report** ACTION: Approve Minutes from September	Jon George
11:15	**Treasurer's Report** ACTION: Accept Financials from September	Siobhan Taylor
11:25	**Historic City Hall Update**	Siobhan Taylor
11:35	**NHA Update**	Jon Gustafson
11:45	**Projects and Programs** -Spirits and Spirts (October 23rd @ 6 p.m.) -Wolf Meeting (November 14th @ 10 a.m.) -Driving Tour -TimeLooper	Dan Klug
11:55	**RDEI**	Mini Sharma-Ogle
12: 05	**Announcements**	All
12:30	**Adjourn**	Jon Gustafson

(Executive Director Report Attached)

WILLAMETTE FALLS & LANDINGS
Heritage Area

Board Meeting Minutes
September 21st, 2020
Via ZOOM

Board Members Present: Jody Carson, Andrew Cotugno, Danielle Cowan, Jon Gustafson, Jon George, Greg Leo, Christine Lewis, Jackie Manz, Jim Mattis, Denyse McGriff, , Alice Norris, Mini Sharma Ogle, Samara Phelps, Mike Watters, Eric Underwood, Ben Williams Gail Yazzolino

Board Members Absent (excused): Yvonne Addington, Russ Axelrod, Dan Klug, Charlotte Lehan

Board Members Absent (unexcused) Claire Met and Martha Schrader

Staff: Siobhan Taylor, Executive Director, Shira Ribakoff, Executive Assistant

The meeting was called to order at 11:01 a.m. by President Jon Gustafson.

Approval of August minutes -Jon George

Moved to approve minutes by Jackie Manz and seconded by Greg Leo - motion approved

Financials- Siobhan Taylor

- No new grant funders this month
- Closed out the Lewis and Clark bank account and everything has now been transferred to the Chase bank account.
- The expenses were usual and customary
- Five new board contributions for this month
- Jon Gustafson is reaching out to board members to make remind them that they have until the end of the calendar year to reflect that 100% of our board members donate.

Action- Greg Leo moved to accept the Financials, Christine Lewis seconded the motion. The Financials were accepted as presented.

Historic City Hall- Siobhan Taylor

- At the last West Linn City Council meeting in July, the Council asked us to procure more parking for the building. We have done so, obtaining more than they requested.
- John Williams (the interim West Linn city manager at the time), advised we need to renew our LOC due to the city's approval of increased GO Bond funding.
- Siobhan sent out a press release in response to Councilor Sakelik' s Facebook comments. It was picked up by newspapers and shared on social media.
- West Linn city council voted to create an historic city hall committee. Our coalition has advised them we will not negotiate the LOC by committee. Once the West Linn city council has prepared a new proposal, our coalition will review it.
- At the end of the West Linn city council meeting, expiring LOC was discussed. We were under the impression that our LOC expired in July of 2019, in fact the LOC expires does not expire.
- The current reflects initial City funding, not to the new amount of $1.28 million.

DRAFT

WILLAMETTE FALLS & LANDINGS
Heritage Area

- Siobhan is meeting with John Williams and the new city manager Jerry Gabrielatos on September 29th to discuss Historic City Hall and provide a tour of the building.

Projects and Program – Siobhan Taylor

- Dan Klug is the new chair of the committee
- We now have letterhead, stationery, and envelopes. The funding came from our CPP grant that as used for info booth materials There are still some remaining dollars which will be used to finish out the info booth materials.
- Moving ahead with Time Looper and sending all the materials needed to them. Time Looper will create an augmented reality of the heritage area that can be experienced view on iPad, computer, phone, etc. It is free until December 31st After that it will be $400 a month.
- Siobhan is exploring the possibility of sponsorship funding through Nike, REI, PGE, and other companies to
- Greg Leo and Siobhan are working on possible dates in November for the Wolf meeting. The topic will be how do we prepare for a restart after COVID-19
- We will be distributing the driving tour at the Wolf meeting for review and comments. The WOLF meeting is scheduled for Nov. 14th.
- Spirits and Spirits a heritage happy hour will be on October 23rd at 6 p.m. via ZOOM. Bev Root from Ewing Young Distillery will be providing a signature cocktail for us.
- Greg Leo will be the MC of Spirits and Sprits while Dan Klug will participate as an historic re-enactor. He will be portraying as Ewing Young.
- There was discussion regarding the telling of the history of Ewing Young to make sure that it addresses the history using an equity lens. Greg Leo will work with Jon George on the story with an eye to BIPOC experiences.

RDEI- Mini Sharma-Ogle

- RDEI has met twice Members include Jon Gustafson, Mini Sharma-Ogle, Christine Lewis, Gloria Brown, Denyse McGriff, Jackie Manz, and Shira Ribakoff.
- The RDEI committee is going to be a standing committee and is currently working on developing an equity lens.
- Gloria Brown who is on the RDEI committee was in the forest service.
- Jackie Manz called Bill de la Cruz who was doing RDEI work for the city of Lake Oswego. Jackie asked Bill if they would facilitate or help train our RDEI committee He has agreed to do so pro bono.

Renaming Committees- Jon Gustafson

- Marketing and Publicity committee is now called the to the Publicity and Outreach committee by resolution.
- A resolution also created the RDEI as a standing committee
- In the resolution, the language needs to change “will” and “may” to “shall”
- Change the bullets to A-F

DRAFT

WILLAMETTE FALLS & LANDINGS
Heritage Area

- Changed “Subject to board approval, the president” to “The president, subject to board approval”

Action- Denyse McGriff moved to approve the Resolution 2020/4 with approved changes and Jackie Manz seconded the motion-motion approved anomalously

Non-Participatory Board Member- Jon Gustafson

- Sarah Spoon is being removed from the due to missed meetings. She was given a 30-day notice in March.

Action- Jim Mattis moved to remove Sarah Spoon from our board of directors and Jackie Manz seconded the motion-motion approved anomalously.

Meeting Adjourned 11:52 a.m.

DRAFT

WILLAMETTE FALLS & LANDINGS
Heritage Area

Cash Basis **WILLAMETTE FALLS and LANDINGS HERITAGE AREA COALITION**
2020/2021
As of Sept 30, 2020

	Sept 2020	Fiscal 20/21 YTD	Carryover	New FY 20/21	Total Budget
Grant income and expenses - Restricted					
Grants - Restricted					
Historic City Hall Project					
Clackamas County Tourism			71,810.50	0.00	71,810.50
Energy Trust				35,000.00	35,000.00
Jackson Foundation			5,000.00	0.00	5,000.00
PGE Foundation				50,000.00	50,000.00
CDBG				40,500.00	40,500.00
Maybelle Clark Mcdonald Fdn				10,000.00	10,000.00
MJ Murdock Char Trust				50,000.00	50,000.00
Spirit Mountain Community Fund				35,000.00	35,000.00
Collins Foundation				20,000.00	20,000.00
James & Marion Miller Fdn				25,000.00	25,000.00
Oregon Community foundation			35,000.00	0.00	35,000.00
Robert & Marcia Randall Char Tr.				10,000.00	10,000.00
Autzen Grant			5,000.00	0.00	5,000.00
Wells Fargo Char Trust				10,000.00	10,000.00
Reser Foundation				10,000.00	10,000.00
Total Historic City Hall	0.00	0.00	116,810.50	295,500.00	412,310.50
Information Booth			1,916.24		1,916.24
Travel Oregon Sm. Grant				20,000.00	20,000.00
Regional Arts and Culture Council				10,000.00	10,000.00
Total Grants	0.00	0.00	118,726.74	325,500.00	444,226.74
Grant expenditures - Restricted					
WL Historic City Hall					
Design consultants	2,080.00	2,080.00		61,810.25	61,810.25
Project development				24,500.00	24,500.00
CDBG - Accessibility				40,500.00	40,500.00
Energy Efficiency				35,000.00	35,000.00
Contingency Cost Increase				25,178.62	25,178.62
Programming				230,500.00	230,500.00
Total Historic City Hall	2,080.00	2,080.00	0.00	417,488.87	417,488.87
Information Booth	688.00	688.00		1,916.24	1,916.24
Traverl Oregon Grant				20,000.00	20,000.00
Regional Arts and Culture Coun.				10,000.00	10,000.00
Total Grant Expenditures	2,768.00	2,768.00		449,405.11	449,405.11

WILLAMETTE FALLS & LANDINGS
Heritage Area

Cash Basis

WILLAMETTE FALLS and LANDINGS HERITAGE AREA COALITION
2020/2021
As of Sept 30, 2020

	Sept 2020	Fiscal 20/21 YTD	Carryover	New FY 20/21	Total Budget
Unrestricted Income					
Beginning Unrestricted Fund Balance		115,153.97			0.00
Partner Support - Unrestricted					
Clackamas County	0.00	15,000.00		15,000.00	15,000.00
Clack. County Tourism	15,000.00	15,000.00		15,000.00	15,000.00
CT Grand Ronde	0.00			15,000.00	15,000.00
Metro	0.00			5,000.00	5,000.00
Oregon City	0.00			15,000.00	15,000.00
PGE	0.00			5,000.00	5,000.00
SHPO	0.00			5,000.00	5,000.00
Lake Oswego	0.00			15,000.00	15,000.00
West Linn	15,000.00	15,000.00		15,000.00	15,000.00
Total Partner Support	30,000.00	45,000.00		105,000.00	105,000.00
Donations					
Board Contributions	240.00	643.08		4,000.00	4,000.00
Community Donors	5.00	115.00		2,000.00	2,000.00
Total Donations	245.00	758.08		6,000.00	6,000.00
Total unrestricted income	30,245.00			111,000.00	111,000.00
Total Income(Restricted and Unrestricted)	**30,245.00**	**45,758.08**		**436,500.00**	**555,226.74**

WILLAMETTE FALLS & LANDINGS
Heritage Area

Cash Basis

WILLAMETTE FALLS and LANDINGS HERITAGE AREA COALITION
2020/2021
As of Sept 30, 2020

	Sept 2020	Fiscal 20/21 YTD	Carryover	New FY 20/21	Total Budget
Operating Expenses					
Insurance					
D & O Insurance	0.00			1,000.00	1,000.00
Liability Insurance	0.00			2,100.00	2,100.00
Total Insurance	0.00	0.00		3,100.00	3,100.00
Contract Services					
Accounting Fees	0.00			1,400.00	1,400.00
Executive Assistant	1,000.00	3,000.00		13,200.00	13,200.00
Executive Director	4,869.37	14,608.11		60,000.00	60,000.00
Total Contract Services	5,869.37	17,608.11		74,600.00	74,600.00
Operations					
Board Expenses	0.00			250.00	250.00
Conferences & Training	0.00			350.00	350.00
Dues and Subscriptions	0.00	99.00		500.00	500.00
Graphics	0.00			300.00	300.00
Internet Service	0.00			475.00	475.00
License and Tax	0.00			300.00	300.00
Marketing and Communications	0.00			300.00	300.00
Merchant Fees (Stripe / Square)	12.46	21.83		100.00	100.00
Postage, Mailing Service	0.00	148.00		200.00	200.00
Printing and Copying	0.00			600.00	600.00
Projects and Programs	0.00			800.00	800.00
Supplies	0.00			400.00	400.00
Telephone, Telecommunications	24.38	73.14		275.00	275.00
Web site	0.00			500.00	500.00
Total Operations	36.84	341.97		5,350.00	5,350.00
Professional Services	0.00				
Legal				1,000.00	1,000.00
Tax Accountant	0.00			700.00	700.00
Total Professional Services	0.00	0.00		1,700.00	1,700.00
Travel and Meetings					
Conference, Convention, Meeting	0.00	0.00		1,000.00	1,000.00
Travel	0.00			2,500.00	2,500.00
Total Travel and Meetings	0.00	0.00		3,500.00	3,500.00
Total Operating expenses	5,906.21	17,950.08			
Total Net Unrestricted Operating Revenue	**24,338.79**	**142,961.97**		88,250.00	88,250.00

WILLAMETTE FALLS & LANDINGS
Heritage Area

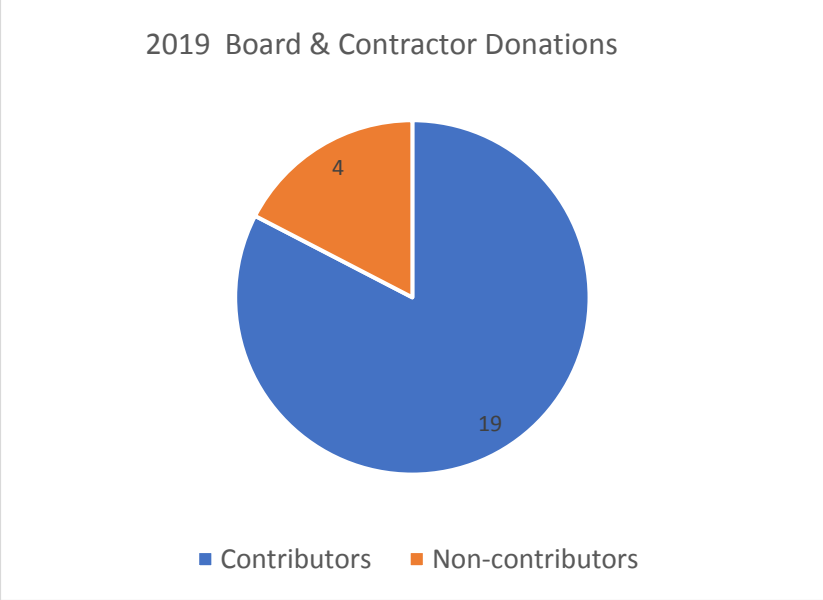
Cash Basis **WILLAMETTE FALLS and LANDINGS HERITAGE AREA COALITION**

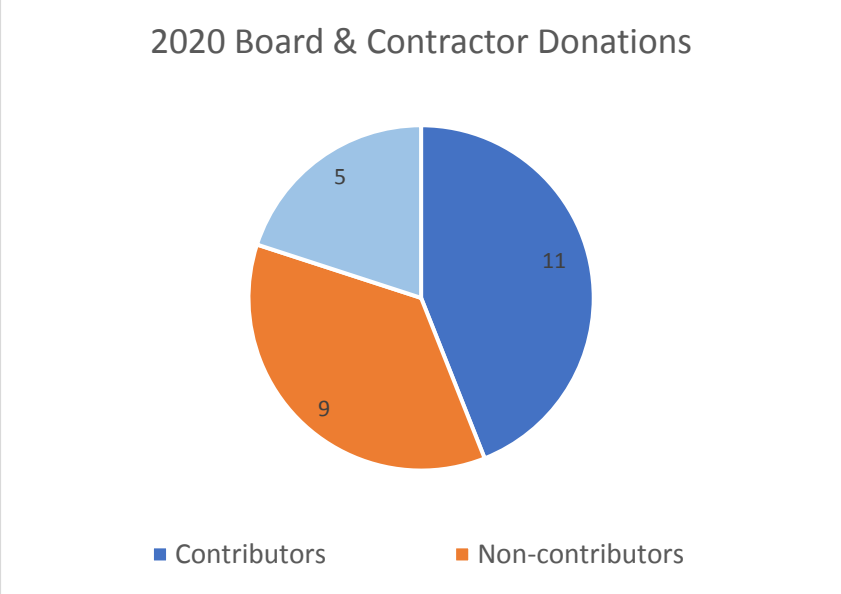
2020/2021

As of Sept 30, 2020

	Sept 2020	Fiscal 20/21 YTD	Carryover	New FY 20/21	Total Budget
Ending unrestricted Fund Balance		142,961.97			
Ending Restricted Fund Balance		115,958.74			
Total		258,920.71			

WILLAMETTE FALLS & LANDINGS
Heritage Area





5 people are sustaining contributors (automatic monthly contribution)

WILLAMETTE FALLS & LANDINGS
Heritage Area

H.R. _____ Willamette Falls &Landings National Heritage Area Act

H. R. _____

IN THE HOUSE OF REPRESENTATIVES OF THE UNITED STATES

_____, 2021

AN ACT

To establish the Willamette Falls & Landings National Heritage Area in the State of Oregon, and for other purposes.

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled,

SECTION 1. SHORT TITLE.

This Act may be cited as the "Willamette Falls & Landings National Heritage Area Act".

SEC. 2. PURPOSES; CONSTRUCTION.

The purposes of this Act include—

(1) to recognize the national importance of the historical, natural and cultural legacies of the Willamette River from river mile 72 at Mission Bottom to Oswego Creek at river mile 24, which includes the heritage of the river landings and the Great Falls of the Willamette as demonstrated in the Willamette Falls National Heritage Area Feasibility Study dated July 2018.

(2) to celebrate the natural beauty and historic importance of the Willamette River, it's Falls and Landings and its relationship to the first incorporated American settlement on the Pacific Coast;



(3) to preserve, support, conserve, and interpret the legacies of natural resource conservation, community stewardship, and Indian tribes and nations from time immemorial, and the rights of Indian Tribes within the Willamette Falls & Landings National Heritage Area;

(4) to promote economic development, heritage, cultural, and recreational tourism and to develop educational and cultural programs for visitors and the general public;

(5) to recognize and interpret important events and geographic locations representing key developments in the Euro-American exploration and settlement of Oregon, the establishment of American style self-government in the Pacific Northwest, Tribal history and culture, and the stories of all the peoples who have inhabited the Heritage Area.

(6) to enhance a cooperative management framework to assist Federal, State, local, and Tribal governments, the private sector, and citizens residing in the Heritage Area in conserving, supporting, managing, and enhancing natural and recreational sites in the Heritage Area;

(7) to recognize and interpret the relationship between land and people, representing broad American ideals demonstrated through the integrity of existing resources within the Heritage Area; and

(8) to support working relationships between public land managers and the community by creating relevant links between the National Park Service and other relevant Federal agencies, Tribal governments, State and local governments and agencies, and community stakeholders within and surrounding the Heritage Area in order to protect, enhance, and interpret cultural and natural resources within the Heritage Area.

SEC. 3. DEFINITIONS.

In this Act:

(1) HERITAGE AREA.—The term “Heritage Area” means the Willamette Falls & Landings National Heritage Area established in this Act.

(2) LOCAL COORDINATING ENTITY.—The term “Local Coordinating Entity” means the entity designated by the Secretary under section 4(d).

(3) MANAGEMENT PLAN. - The term “management plan” means the management plan for the Willamette Falls & Landings National Heritage Area required under section 5.

(4) MAP.—The term “Map” means the map entitled “Willamette Falls National Heritage Area Proposed Boundary”, found on page 11 of the Willamette Falls National Heritage Area Feasibility Study, dated July 2018.



(5) SECRETARY.—The term "Secretary" means the Secretary of the Interior.

(6) STATE.—The term "State" means the State of Oregon.

(7) TRIBE OR TRIBAL.—The terms "Tribe" or "Tribal" mean any federally recognized Indian tribe that is a modern successor to one or more of the following tribes which inhabited the Heritage Area at the time of first Euro-American contact: the Clackamas Tribe, the Clow-we-walla (also known as the "Willamette Indians," "Tumwater Indians," "Willamette Tumwaters," "Oregon City Indians," and "Falls Indians"), the Tualatin ("Affalati") Kalapuyans (also known as the "Tualati," "Fallatah," "Tfalati"and "Wapato Lake Indians"), and the Pudding River ("Ahant-chu-yuk") Kalapuya (also known as the "French Prairie Indians" or "Pudding River Indians").

SEC. 4. DESIGNATION OF THE WILLAMETTE FALLS AND LANDINGS NATIONAL HERITAGE AREA.

(a) ESTABLISHMENT.—There is established in the State of Oregon, in the Counties of Clackamas, Marion and Yamhill, the Willamette Falls & Landings National Heritage Area.

(b) BOUNDARIES.—The Heritage Area shall consist of land located in Marion, Yamhill and Clackamas Counties in the State, as generally depicted on the Map.

(c) MAP.—The Map shall be on file and available for public inspection in the appropriate offices of the National Park Service and the Local Coordinating Entity.

(d) LOCAL COORDINATING ENTITY. - Within 120 days of the date of the enactment of this Act the Secretary shall designate the Willamette Falls & Landings Heritage Area Coalition, comprised of a consortium of willing stakeholder organizations and individuals as reflected by the membership of the Coalition including local, regional and state units of government, Indian tribes, private business organizations and nonprofit organizations, as the Local Coordinating Entity for the Heritage Area.

SEC. 5. MANAGEMENT PLAN.

(a) IN GENERAL. - Not later than 3 years after the date of the enactment of this Act, the local coordinating entity shall submit to the Secretary for approval a proposed management plan for the Heritage Area.

(b) REQUIREMENTS. - The management plan shall—

(1) incorporate an integrated and cooperative approach for the protection, enhancement, and interpretation of the natural, cultural, historic, scenic, Tribal, and recreational resources of the Heritage Area;



(2) take into consideration Federal, State, Tribal, and local plans, and treaty rights; and

(3) include—

(A) an inventory of the natural, historical, cultural, educational, scenic, and recreational resources of the Heritage Area, including an acknowledgment of the exercise of Tribal treaty rights, that relate to the national importance and themes of the Heritage Area that should be conserved and enhanced;

(B) a description of strategies and recommendations for conservation, funding, management, and development of the Heritage Area;

(C) a description of the actions that Federal, State, local, and Tribal governments, private organizations, and individuals have agreed to take to protect and interpret the natural, cultural, historical, scenic, and recreational resources of the Heritage Area;

(D) a program of implementation for the management plan by the local coordinating entity, including—

(i) performance goals and ongoing performance evaluation; and

(ii) commitments for implementation made by partners;

(E) the identification of sources of funding for carrying out the management plan;

(F) analysis and recommendations for means by which Federal, State, local, and Tribal programs may best be coordinated to carry out this section;

(G) an interpretive plan for the Heritage Area, including Tribal heritage;

(H) recommended policies and strategies for resource management, including the development of intergovernmental and interagency cooperative agreements to protect the natural, cultural, historical, scenic, and recreational resources of the Heritage Area; and

(I) a definition of the roles of the National Park Service, other State, Regional, County, City and Federal agencies, and Tribes in the coordination of the Heritage Area and in otherwise furthering the purposes of this Act.

(c) DEADLINE.—If a proposed management plan is not submitted to the Secretary by the date that is 3 years after the date of the enactment of this Act, the local coordinating entity shall be ineligible to receive additional funding under this Act until the date on which the Secretary receives and approves the management plan.



(d) APPROVAL OR DISAPPROVAL OF MANAGEMENT PLAN.—

(1) IN GENERAL.—Not later than 180 days after the date of receipt of the proposed management plan, the Secretary, in consultation with the State and other governments deemed affected, shall approve or disapprove the management plan.

(2) CRITERIA FOR APPROVAL.—In determining whether to approve the management plan, the Secretary shall consider whether—

(A) the local coordinating entity has afforded adequate opportunity, including public hearings, for public and governmental involvement in the preparation of the management plan;

(B) the resource protection and interpretation strategies contained in the management plan, if implemented, would adequately protect the natural, cultural, historical, scenic, and recreational resources of the Heritage Area;

(C) the management plan is consistent with the Secretary's trust responsibilities to Indian tribes and Tribal treaty rights within the Willamette Falls & Landings National Heritage Area; and

(D) the management plan is supported by the State, Clackamas County, Marion County, Yamhill County, regional and local governments, the cooperation of which is needed to ensure the effective implementation of State and local aspects of the management plan.

(3) ACTION FOLLOWING DISAPPROVAL.—If the Secretary disapproves the management plan, the Secretary shall—

(A) advise the local coordinating entity in writing of the reasons for the disapproval;

(B) make recommendations to the local coordinating entity for revisions to the management plan; and

(C) not later than 180 days after the receipt of any revised management plan from the local coordinating entity, approve or disapprove the revised management plan.

(e) AMENDMENTS.—The Secretary shall review and approve or disapprove in the same manner as the original management plan, each amendment to the management plan that makes a substantial change to the management plan, as determined by the Secretary. The local coordinating entity shall not carry out any amendment to the management plan that requires the approval of the Secretary until the date on which the Secretary has approved the amendment.

SEC. 6. ADMINISTRATION.



(a) AUTHORITIES.—

(1) IN GENERAL.—For purposes of implementing the management plan, the Secretary may—

(A) provide technical assistance for the implementation of the management plan; and

(B) enter into cooperative agreements with the local coordinating entity, State and local agencies, Tribes, and other interested parties to carry out this Act, including cooperation and cost sharing as appropriate to provide more cost-effective and coordinated public land management.

(2) TERMINATION OF AUTHORITY.—The authority of the Secretary to provide technical assistance under this Act terminates on the date that is 15 years after the date of the enactment of this Act.

(b) LOCAL COORDINATING ENTITY AUTHORITIES.—For purposes of implementing the management plan, the local coordinating entity may—

(1) make grants to the State or a political subdivision of the State, Tribes, nonprofit organizations, and other persons;

(2) enter into cooperative agreements with, or provide technical assistance to, Federal agencies, the State or political subdivisions of the State, Tribes, nonprofit organizations, and other interested parties;

(3) hire and compensate staff, including individuals with expertise in natural, cultural, historical, scenic, and recreational resource protection and heritage programming;

(4) obtain money or services from any source, including any money or services that are provided under any other Federal law or program, in which case the Federal share of the cost of any activity assisted using Federal funds provided for National Heritage Areas shall not be more than 50 percent;

(5) contract for goods or services; and

(6) undertake to be a catalyst for other activities that—

(A) further the purposes of the Heritage Area; and

(B) are consistent with the management plan.

(c) LOCAL COORDINATING ENTITY DUTIES.—The Local Coordinating Entity shall—



(1) in accordance with section 5, prepare and submit a management plan to the Secretary;

(2) assist units of Federal, State, local, Tribal and regional governments, nonprofit organizations, and other interested parties in carrying out the approved management plan by—

(A) carrying out programs and projects that recognize, protect, and enhance important resource values in the Heritage Area;

(B) establishing and maintaining interpretive exhibits and programs in the Heritage Area;

(C) developing recreational and educational opportunities in the Heritage Area; and

(D) increasing public awareness of, and appreciation for, the natural, cultural, historical, Tribal, scenic, and recreational resources of the Heritage Area;

(3) consider the interests of diverse units of government, Tribes, business and non-profit organizations, and individuals in the Heritage Area in the preparation and implementation of the management plan;

(4) conduct meetings open to the public at least semiannually regarding the development and implementation of the management plan;

(5) encourage, by appropriate means, economic viability that is consistent with the Heritage Area; and

(6) submit a report to the Secretary every 5 years after the Secretary has approved the management plan, specifying—

(A) the expenses and income of the local coordinating entity; and

(B) significant grants or contracts made by the local coordinating entity to any other entity over the 5-year period that describes the activities, expenses, and income of the local coordinating entity (including grants from the local coordinating entity to any other entity during the year that the report is made).

(d) PROHIBITION ON ACQUISITION OF REAL PROPERTY.—The local coordinating entity may not acquire real property or interest in real property through condemnation or with Federal funds provided for National Heritage Areas.

(e) USE OF FEDERAL FUNDS.—Nothing in this Act shall preclude the local coordinating entity from using Federal funds available under other laws for the purposes for which those funds were authorized.

WILLAMETTE FALLS & LANDINGS
Heritage Area

SEC. 7. RELATIONSHIP TO TRIBAL GOVERNMENTS.

Nothing in this Act shall be construed to enlarge, confirm, adjudicate, affect, or modify any treaty right of an Indian tribe (as defined in Section 4 of the Indian Self-Determination and Education Assistance Act (25 U.S.C. §5304)

SEC. 8. RELATIONSHIP TO OTHER FEDERAL AGENCIES.

(a) IN GENERAL.—Nothing in this Act affects the authority of a Federal agency to provide technical or financial assistance under any other law.

(b) CONSULTATION AND COORDINATION.—Any Federal agency planning to conduct activities that may have an impact on the Heritage Area is encouraged to consult and coordinate the activities with the Local Coordinating Entity to the maximum extent practicable.

(c) OTHER FEDERAL AGENCIES.—Nothing in this Act—

(1) modifies, alters, or amends any law or regulation authorizing a Federal agency to manage Federal land under the jurisdiction of the Federal agency;

(2) limits the discretion of a Federal land manager to implement an approved land use plan within the boundaries of the Heritage Area; or

(3) modifies, alters, or amends any authorized use of Federal land under the jurisdiction of a Federal agency.

SEC. 9. AUTHORIZATION OF APPROPRIATIONS.

(a) IN GENERAL.—There is authorized to be appropriated for the national heritage area designated by section 3 to carry out the purposes of this Act $1,000,000, of which not more than $150,000 may be made available to the Willamette Falls and Landings Heritage Area Coalition in any single fiscal year.

(b) AVAILABILITY.—Amounts made available under subsection (a) shall remain available until expended.

(c) COST-SHARING REQUIREMENT.—

(1) IN GENERAL.—The Federal share of the total cost of all activities under this Act shall be not more than 50 percent.

(2) FORM.—The non-Federal contribution of the total cost of all activities under this Act may be in the form of cash or in-kind contributions of goods or services fairly valued.

WILLAMETTE FALLS & LANDINGS
Heritage Area

SEC. 10. PRIVATE PROPERTY AND REGULATORY PROTECTIONS.

Nothing in this Act, the proposed Heritage Area, or resulting management plan (or any revisions to that plan) shall—

(1) abridge the rights of any owner of public or private property, including the right to refrain from participating in any plan, project, program, or activity conducted within the Heritage Area;

(2) require any property owner—

(A) to allow public access (including access by Federal, State, or local agencies) to the property of the property owner; or

(B) to modify public access or use of property of the property owner under any other Federal, State, or local law;

(3) alter any duly adopted land use regulation, approved land use plan, or other regulatory authority of any Federal, State, Tribal, or local agency;

(4) convey any land use or other regulatory authority to the local coordinating entity or any subsidiary organization, including but not necessarily limited to development and management of energy or water or water-related infrastructure;

(5) authorize or imply the reservation or appropriation of water or water rights;

(6) diminish the authority of the State or Tribe to manage fish and wildlife, including the regulation of fishing, hunting, or gathering within the Heritage Area or the authority of Tribes to regulate their members with respect to such matters in the exercise of Tribal treaty rights;

(7) create any liability, or affects any liability under any other law, of any private property owner with respect to any person injured on the private property;

(8) affect current or future grazing permits, leases, or allotment on Federal lands;

(9) affect the construction, operation, maintenance or expansion of current or future water projects, including water storage, hydroelectric facilities, or delivery systems; or

(10) alter the authority of State, county, or local governments in land use planning or obligate those governments to comply with any recommendations in the management plan.



SEC. 11. EVALUATION AND REPORT.

(a) IN GENERAL.—Not later than 15 years after the date of the enactment of this Act, the Secretary shall—

(1) conduct an evaluation of the accomplishments of the Heritage Area; and

(2) prepare a report in accordance with subsection (c).

(b) EVALUATION.—An evaluation conducted under subsection (a)(1) shall—

(1) assess the progress of the local coordinating entity with respect to—

(A) accomplishing the purposes of the Heritage Area; and

(B) achieving the goals and objectives of the management plan;

(2) analyze the investments of Federal, State, Tribal, and local governments and private entities in the Heritage Area to determine the impact of the investments; and

(3) review the management structure, partnership relationships, and funding of the Heritage Area for purposes of identifying the critical components for sustainability of the Heritage Area.

(c) REPORT.—Based on the evaluation conducted under subsection (a)(1), the Secretary shall submit to the Committee on Natural Resources of the House of Representatives and the Committee on Energy and Natural Resources of the Senate a report that includes recommendations for the future role of the National Park Service with respect to the Heritage Area.

Passed the House of Representatives _____.

WILLAMETTE FALLS & LANDINGS
Heritage Area

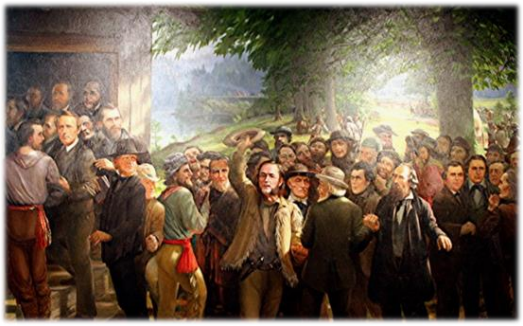
WILLAMETTE FALLS & LANDINGS
Heritage Area

2nd Annual Wolf Meeting

"After the Pandemic - A Heritage Re-Set"

Saturday, November 14th @ 10 a.m.

Via ZOOM



Sometime in the next year, there will be a time when people travel again with the confidence of health and safety. Because of the pent-up demand for culture, history and heritage tourism, there will be demand. But will our heritage organizations be ready?

Willamette Falls & Landings Heritage Area Coalition invites you to join us in the discussion:

How do we gear up for the ***new norma***l in heritage tourism?

How can our Heritage Area be better than it was pre-pandemic?

What resources and partnerships can we share to support all our Heritage Area Partners?

Learn about resources and share your concerns and successes. Help us evaluate a new driving tour of the Heritage Area. Other topics of your choice.

Sponsored by Willamette Falls & Landing Heritage Area Coalition.

Click HERE to register or go to

https://us02web.zoom.us/meeting/register/tZIof-6vrTMpHtJmXIbRHR31YNQ33C6g5HF_

Questions? Email us at info@wfheritage.org

WILLAMETTE FALLS & LANDINGS
Heritage Area

Executive Director Update Oct. 7, 2020

For the week of Sept. 14-21

Meetings:

- Projects & Programs report out preparation.
- Reviewed driving tour slides
- Prepared Quick Books report for Ted Anderson
- Wrote letter to IRS clarifying new PO Box
- Meeting online with Shira to review projects/agendas, Ewing Young Happy Hour invitation, etc.
- Conversations with John Williams regarding City Council issue
- Wrote Executive Director Report
- Prepared notes for Board Meeting

Projects update

- Reviewed agenda for M&O
- Participated in WVVA RDEI call in group
- Reviewed tour lists for Heritage Area driving tours
- Reviewed board M&O minutes for upcoming meeting
- Reviewed committee member sheet for board meeting
- Completed and submitted Cultural Trust Grant
- Edited M&O meeting minutes
- Updated Financials with Ted Anderson for Board Meeting
- Sent list of deliverables to Wyatt Parno of Oregon City to justify partner funding request

Week of Sept. 22-Oct. 5

Meetings

- RDEI meeting for WVVA Tourism Cohort
- Attended board meeting
- Attended CCHC Board meeting
- Met with John Williams, West Linn Assistant City Manager, and Jerry Gabrieletos, City Manager and gave them a tour of Historic City Hall.
- Attended Historic City Hall Committee meeting Attended CCHC Board meeting
- Met online with Shira R to prep for upcoming M&O meeting
- Joined Jon George and Presented to West Linn High School students via zoom (2 one-hour class sessions on WFLHAC, Historic City Hall and the Tribe.

WILLAMETTE FALLS & LANDINGS
Heritage Area

Projects update

-
- Prepared reports and agenda with Shira for M&O meeting. Projects update Projects update
- Prep work for Projects & Programs meeting

Week of Oct. 5-11

- Wrote/edited mail chimp announcement on Cultural Trust funding received.
- Began review of bylaws, board member handbook, articles of incorporation
- Prepared all documents requested by City Council and transmitted to John Williams and Jerry Gabrieletos
- Began collecting materials for augmented reality map work with Time looper
- Started research for funding sources for Time looper work
- Completed Grant Paperwork for Cultural Trust funds
- Updated QuickBooks for Ted Anderson for financial reports for upcoming M&O meeting
- Reviewed minutes and prepared ED report, invoices, and agendas for M&O
- Updated accounts for Chase

WILLAMETTE FALLS & LANDINGS
Heritage Area

Month		Date	Time	Event
January 2020	Monday	1/6	10-11:30am	Projects and Programs Committee
	Wednesday	1/8	8-9:30am	M&O Committee
	Thursday	1/16	9-10:30am	Board Meeting
February 2020	Monday	2/3	10-11:30am	Projects and Programs Committee
	Saturday	2/8	1-3pm	Ewing Young Celebration – Newberg Library
	Wednesday	2/12	8-9:30am	M&O Committee
	Thursday	2/20	9-10:30am	Board Meeting
March 2020	Monday	3/9	10-11:30am	Projects and Programs Committee
	Wednesday	3/11	7 am	Fund Development Committee
	Wednesday	3/11	8-9:30am	M&O Committee
	Wednesday	3/11	5:30pm	Donor Wall Task Force
	Thursday	3/19	Canceled	Board Meeting
	Thursday	3/19	Canceled	Lamprey Presentation, Kamiah Koch at End of the Oregon Trail
	M-F	3/22-28		Spring Break
April 2020	Monday	4/6	Canceled	Projects and Programs Committee
	Wednesday	4/8	7am	Fund Development Committee
	Wednesday	4/8	8-9:30am	M&O Committee
	Thursday	4/16	Canceled	Board Meeting
	Thursday	4/16	Canceled	50-Year Business Recognition
	Wednesday	4/22	5:30pm	Heritage Center Development Team
May2020	Monday	5/4	Canceled	Projects and Programs Committee
	Wednesday	5/13	9 am	Fund Development Committee
	Wednesday	5/13	8-9:30am	M&O Committee
	Saturday	5/16	TBD	Butteville: Wolf Leadership Mtg. (in lieu of Board Mtg.) canceled River Festival (open to public) canceled
	Thursday	5/21	9-10:30pm	Regular Board Mtg. Zoom meeting
	Monday	5/25		Memorial Day
	Wednesday	5/27	5:30pm	Heritage Center Development Team
June	Monday	6/1	10-11:30am	Projects and Programs Committee
	Wednesday	6/10	7 am	Fund Development Committee
	Wednesday	6/10	9-10:30am	M&O Committee

WILLAMETTE FALLS & LANDINGS
Heritage Area

	Thursday	6/18	9-10:30am	Regular Board Mtg. Zoom meeting
	Tuesday	Canceled	Canceled	Canby's 150-year celebration presentation
	Wednesday	6/24	Canceled	Heritage Center Development Team
July	Monday	7/6	10-11:30am	Projects and Programs Committee
	Wednesday	7/8	7 am	Fund Development Committee
	Wednesday	7/8	9-10:30	M&O Committee
	Thursday	7/16	9-10:30	Board Meeting
	Friday-Sunday	7/17-19	canceled	West Linn Olde Time Faire
August	Monday	8/3	10-11:30am	Projects and Programs Committee
	Friday-Saturday	8/7-8	canceled	Aurora Colony Days
	Wednesday	8/12	7 am	Fund Development Committee
	Wednesday	8/12	9-10:30 a.m.	M&O Committee
	TBD	8/20	canceled	Board Meeting
September	Monday	9/7		Labor Day
	Tuesday	9/8	10-11:30am	Projects and Programs Committee
	Wednesday	9/9	7 am	Fund Development Committee
	Wednesday	9/9	9-10:30 a.m.	M&O Committee
	Saturday	9/12	canceled	Stafford Family Fest
	Monday	9/21	11- 12:30 p.m.	Board Meeting
October	Monday	10/5	10-11:30am	Projects and Programs Committee
	Wednesday	10/7	9-10:30	RDEI Committee
	Wednesday	10/12	11-12:30 p.m.	M&O Committee
	Monday	10/19	11- 12:30 p.m.	Board Meeting
	Tuesday	10/20	12-1 p.m.	Fund Development Committee
	Friday	10/23	6 p.m.	Spirits and Spirits
November	Monday	11/2	10-11:30am	Projects and Programs Committee
	Wednesday	11/4	9-10:30	RDEI Committee
	Wednesday	11/11	TBD	Fund Development Committee
	Wednesday	11/9	11-12:30 p.m.	M&O Committee
	Saturday	11/14	10 a.m.	Wolf Meeting
	Monday	11/16	11- 12:30 p.m.	Board Meeting
	Thursday	11/26		Thanksgiving
December	Wednesday	12/2	9-10:30	RDEI Committee
	Monday	12/7	10-11:30am	Projects and Programs Committee
	Wednesday	12/9	TBD	Fund Development Committee

WILLAMETTE FALLS & LANDINGS
Heritage Area

	Wednesday	12/14	11-12:30 p.m.	M&O Committee
	Monday	12/21	Canceled	Board Meeting
	Friday	12/25		Christmas

BYLAWS

WILLAMETTE FALLS HERITAGE AREA COALITION, INC.
Adopted August 18, 2011; Amended September 18, 2014

1. ARTICLE I

Offices

The Board of Directors, by resolution, may change the Corporation's mailing address at any time.

2. ARTICLE II

Members

The Corporation shall have no members.

3. ARTICLE III

Meetings of the Directors

Section 1. The meetings shall be held at such place as is designated in the meeting notice.

Section 2. Special meetings may be called as provided by statute or as provided herein.

Section 3. The President shall preside over Board of Directors meetings. In the President's absence, the Vice President shall preside over Board of Directors meetings. The Secretary or other person designated by the presiding officer shall act as secretary of the meeting. The Board may adopt its own rules of procedure, which shall not be inconsistent with these Bylaws.

Section 4. The Board of Directors may designate any place, either within or without the state of Oregon as the place of any meeting called by the Board of Directors.

Section 5. The notice of any special meeting shall be given at least two days prior to such meeting verbally or at least seven days prior to such meeting electronically or by first class mail. If mailed, such notice shall be deemed delivered when deposited in the United States Mail, so addressed, with first class postage prepaid. Any Director may waive notice of any meeting. The attendance of a Director at a meeting shall constitute a waiver of notice at such meeting. The business to be transacted at any special meeting of the Board of Directors need not be specified in the notice or waiver of notice of such meeting.

Section 6. Any regular or special meeting of the Board may be conducted by means of a telephone conference call or similar communications equipment whereby all persons participating in the meeting can hear each other. Participation in such meeting shall constitute presence, in person, at the meeting.

Section 9. Special meetings of the Board may be called by the President at the written request of one fourth of the number of Directors on the Board.

4. ARTICLE IV

Directors

Section 1. The number of Directors of the Corporation shall be no less than eleven and no more than twenty five. Four of these Directors shall be representatives of the county of Clackamas, the city of Oregon City, the city of West Linn and the Confederated Tribes of Grand Ronde under procedures provided by resolution of the Board of Directors. Directors, other than those of the above named entities shall be elected annually and each Director shall be elected to serve until the expiration of their term and thereafter until a successor shall have been elected and qualified. In addition, the Board of Directors may elect or appoint to the Board ex-official nonvoting members who represent federal, state or other entities with an expertise or interest deemed of value to the corporation.

Section 2. Vacancies on the Board of Directors and newly created board positions shall be filled by a majority vote of the Directors then on the Board of Directors.

Section 3. Regular meetings of the Board may be held upon such notice or without notice at such time and place within or without the State of Oregon as shall from time to time be determined by the Board.

Section 4. Indemnification

A. The Corporation may indemnify each of its Directors and officers, whether or not then in office against all reasonable expenses actually and necessarily incurred in connection with the defense of any litigation to which the Director may have been made a party as a Director or officer of the Corporation. The Director shall have no right to reimbursements, however, in relation to matters for negligence or misconduct in the performance of duties. The right to indemnity for expenses shall also apply to the expenses of suits, which are compromised or settled if the court having jurisdiction of the matter shall approve such settlement.

B. The foregoing right of indemnification shall be in addition to, and not exclusive of, all other rights to which the Director or officer may be entitled.

Section 5. A majority of the number of Directors fixed by these Bylaws shall constitute a quorum for the transaction of business at any meeting of the Board of Directors. Except as otherwise provided in these Bylaws, a majority of a quorum is necessary for any Board decision.

Section 6. A Director may be removed, with or without cause, by a vote of two-thirds of the Directors then on the Board of Directors with 30 days notice to Directors of any proposed motion to remove a Director. Attendance at meetings is critical for the success of the organization. Two consecutive unexcused absences from a Board meeting may result in a recommendation for removal from the Board.

Section 7. Any action that may be taken at a meeting of the Directors may be taken without a meeting if consent in writing setting forth the actions so taken shall be signed by all Directors. Such consent shall have the same force and effect as a unanimous vote of the Board of Directors.

Section 8. The Board of Directors shall have staggered terms. Directors shall serve a term of three years, with the term of a third of the Directors ending in each successive year. There shall be no limit on the number of terms that a Director may serve.

Section 9. The procedure for nominating candidates for election to the Board of Directors shall be as follows:

A. The nominees for the Board of Directors shall be selected by a Nominating Committee.

B. The Nominating Committee shall consist of five Directors selected by the Board of Directors.

C. Each year, at least 30 days prior to the beginning of a new fiscal year, the Nominating Committee shall make a list of the names of nominees and determine each nominee's willingness to serve.

D. The Committee shall seek nominees who show an interest in the mission of the Corporation, for example, by their participation in private, civic, nonprofit or governmental entities or by their ownership of property within the area of concern of the Corporation.

E. At a meeting of the Board of Directors prior to the beginning of a new fiscal year, the Board of Directors shall elect new Directors, equal in number to the number of Directors whose terms of office are scheduled to terminate at fiscal year end, from among those submitted by the Nominating Committee. The terms of the newly elected Directors shall commence on July 1, to coincide with the beginning of the new fiscal year.

5. ARTICLE V

Officers

Section 1. The officers of the Corporation shall consist of a President, a Vice-President, a Secretary and a Treasurer who shall be appointed for one year by the Board of Directors. Said officers shall hold office until their successors are appointed and qualified. At the option of the Board, the offices of Secretary and Treasurer can be held by one person.

A. President. The President shall be the principal officer of the Corporation and, subject to the control of the Board of Directors, shall in general supervise and control all of the business and affairs of the Corporation. The President shall, when present, preside at all meetings of the Board of Directors. The President may sign, with the Secretary, Assistant Secretary or any other proper officer of the Corporation so authorized by the Board of Directors, any deeds, mortgages, bonds, contracts or other instruments which the Board of Directors has

authorized to be executed, except in cases where the signing and execution of any of the same shall be expressly delegated by the Board of Directors or by these Bylaws to some other officer or agent of the Corporation, or shall be required by law to be otherwise signed or executed. The President shall in general perform all duties incident to the office of President and such other duties as may be prescribed by the Board of Directors from time to time.

B. Vice-President. The Vice-President shall, in the absence of the President or in the event of the President's death, inability or refusal to act, perform the duties of the President and when so acting, shall have all the powers and be subject to all the restrictions upon the President and shall perform such other duties as from time to time may be assigned by the President or by the Board of Directors.

C. Secretary. The Secretary shall:

(1) With staff, keep the minutes of the proceedings of the Board of Directors in one or more books provided for that purpose;

(2) Confirm that all notices are duly given in accordance with the provisions of these Bylaws or as required by law;

(3) With staff, is custodian of the corporate records;

(4) With staff, keep a register of the mailing address of each Director, which shall be furnished to the Secretary by each Director;

(5) In general perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned by the President or by the Board of Directors.

D. Treasurer. The Treasurer shall:

(1) Have charge and custody of and be responsible for all funds and securities of the Corporation;

(2) Receive and give receipts for monies due and payable to the Corporation from any source whatsoever, and deposit all such monies in the name of the Corporation in such banks, trust companies or other depositories as shall be selected in accordance with the provisions of these Bylaws; and

(3) In general perform all of the duties incident to the office of Treasurer and such other duties as from time to time may be assigned by the President or by the Board of Directors. If required by the Board of Directors, the Treasurer shall give a bond for the faithful discharge of duties in such sum and with such surety or sureties as the Board of Directors shall determine.

Section 2. The Board of Directors may elect or appoint such other officers, assistant officers and agents

as it may deem necessary or desirable who shall hold their offices for such terms and shall have such authority as determined by the Board of Directors.

Section 3. If the office of any of the officers becomes vacant for any reason, the vacancy shall be filled by the Board of Directors for the remainder of such officer's term.

Section 4. The officers of the Corporation shall each have such powers and duties as generally pertain to their respective offices as well as such powers and duties as from time to time may be conferred by the Board of Directors. The Vice President, the Secretary, and the Treasurer shall in order of their respective seniorities, in the absence or disability of the President, Secretary or Treasurer respectively, perform the duties of such officer and shall generally assist the officer to which their positions relate.

6. ARTICLE VI

Administration and Finance

Section 1. The fiscal year of the Corporation shall begin on July 1st and end on the 30th of June the following calendar year.

Section 2. The Corporation shall make no loans to any officer or to any Director.

7. ARTICLE VII

Tax Exempt Status

Section 1. The Corporation shall distribute its income for each taxable year at such time and in such manner as not to become subject to the tax on undistributed income imposed by Sec. 4942 of the Internal Revenue Code of 1954 or corresponding provisions of any subsequent federal tax laws.

Section 2. The Corporation shall not engage in any act of self dealing as defined in Sec. 4941(d) of the Internal Revenue Code of 1954 or corresponding provisions of any subsequent federal tax laws.

Section 3. The Corporation shall not retain any excess business holdings as defined in Sec. 4943(c) of the Internal Revenue Code of 1954 or corresponding provisions of any subsequent federal tax laws.

Section 4. The Corporation shall not make any investments in such a manner as to subject it to tax under Sec. 4944 of the Internal Revenue Code of 1954 or corresponding provisions of any subsequent federal tax laws.

Section 5. The Corporation shall not make any taxable expenditures as defined in Sec. 4945(d) of the Internal Revenue Code of 1954 or corresponding provisions of subsequent federal tax laws.

8. ARTICLE VIII

Contracts, Loans, Checks and Deposits

Section 1. The Board of Directors may authorize any Officer or Officers, agent or agents, to enter into any contract or execute and deliver any instrument in the name of the Corporation and such authority may be general or confined to specific instances.

Section 2. No loans shall be contracted on behalf of the Corporation and no evidence of indebtedness shall be issued in its name unless authorized by a resolution of the Board of Directors.

Section 3. All checks, drafts or other orders for payment of money, notes or other evidence of indebtedness issued in the name of the Corporation shall be signed by such Officer or Officers, agent or agents of the Corporation and in such manner as from time to time may be determined by resolution of the Board of Directors.

Section 4. All funds of the Corporation not otherwise employed, shall be deposited from time to time to the credit of the Corporation in such banks, trusts companies or other depositories as the Board of Directors may select.

Section 5. Monthly bank statements will be received by staff at the Corporation's legal mailing address, and then reconciled under the Treasurer's oversight.

9. ARTICLE IX

Standing Committees

The Board may appoint such advisory committees to act for the Board or to counsel the Board on matters of program, fundraising and any other matters as determined by the Board. Except as otherwise determined by the Board, such committee may determine their own frequency of meetings, i.e., quarterly or as needed, and set its own procedures. *(Amended by Resolution 2014/1; Adopted September 18, 2014)*

10. ARTICLE X

Authorization to Hire Staff

A committee appointed by the Board, or in the absence of such a committee, the officers of the Corporation shall have the authority to recruit, hire, and evaluate a person as head of staff, whose duties will be defined by the Corporation.

The Board may see fit to hire a Director as staff to the Board. Whenever the Board votes on the salary or other conditions of employment for a Director who is a staff member, the Board will observe legal process to eliminate the possibility of conflict of interest and the appearance of conflict of interest. Because a Director who is paid as staff may lose the protection from personal liability offered to volunteer Directors under federal and state law if time spent at board meetings is paid time, managerial

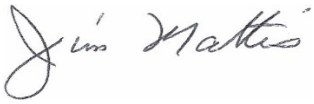
staff that also sits on the board may treat time spent at board meetings as volunteer time and unpaid in order to enjoy the same protection against liability as the other members of the board.

11.ARTICLE XII

Amendments

The Bylaws of the Corporation may be altered, amended or repealed and new Bylaws may be adopted by a two-thirds affirmative vote of the Directors attending any duly called regular or special meeting of the Board.

Adopted August 18, 2011



Jim Mattis, Secretary
Willamette Falls Heritage Area Coalition

DRAFT MOU Submitted for City consideration by WHFHAC

Memorandum of Understanding

Between the

Willamette Falls & Landings Heritage Area Coalition

and The City of Wilsonville

Overview

This Memorandum of Understanding (MOU) outlines a partnership between the Willamette Falls & Landings Heritage Area Coalition (Coalition) and the **City of Wilsonville** for the City to provide funding to support and enhance the Coalition's activities in the proposed Willamette Falls & Landings National Heritage Area (Heritage Area) for economic and cultural benefit of Wilsonville and its residents and businesses.

The Coalition is an Oregon Non-Profit Corporation with a 501(c)(3) tax exempt status, with a large board of directors representing key stakeholders and experienced professionals in government, business, industry, tourism, arts, heritage, historic preservation, and others. The Coalition leads efforts to enhance, assist and promote the Heritage Area as a source of pride and prosperity, where visitors and residents alike can experience the natural wonders, stories and abundance of culture and history in this nationally significant place.

The Coalition seeks to bring thousands of visitors to the Heritage Area and raise the profile of Wilsonville as a visitor destination site.

Funding Arrangement

The **City of Wilsonville** will fund the Coalition $15,000 annually. The Coalition will invoice the Wilsonville at the beginning of each of its fiscal years. The Coalition will provide in its By-laws that as a substantial continuous financial supporter, at the $15.000 level, the **City of Wilsonville** has the right to select its own representative and an alternate to be a Director on the Coalition's Board of Directors.

The Coalition shall provide the City of Wilsonville with a copy of its adopted annual budget and shall annually provide the City with a written report of its accomplishments over its fiscal year.

Use of the City of Wilsonville Funds

Wilsonville's financial support will assist the Coalition to, among other things, provide compensation for its staff and contractors; maintain appropriate insurance and taxes and sustain its efforts in seeking other contribution opportunities including, but not limited to, grant funding, donations, and fundraising events; continue work on its Destination Branding and Marketing/Economic Assessment plan; implement the Management Plan submitted to the State Historic Preservation Office; provide Heritage Area talks for the public; promote race, diversity, equity & inclusion within its work; and collaborate with City officers and agents in areas of common interest.

National Heritage Area Designation

The Coalition will continue to work towards obtaining Congressional designation of the Willamette Falls & Landings National Heritage Area. Once designation is obtained, the Coalition will be entitled to apply for grants from the federal government under its National Heritage Area program. Those grants will require a 50 percent match from the Coalition. In addition to the use of Wilsonville's financial assistance as outlined above; its support is essential to help the Coalition to make those matches.

General Provisions

The Coalition and the City of Wilsonville acknowledge that there may need to be modifications to this MOU, and it may be reviewed and revised as both parties deem appropriate to best serve each parties' interest. Either party may terminate its participation in this MOU in writing at its sole discretion with notice of 90 days.

The lead representative for the Coalition shall be its Executive Director or designee. The lead representative for Wilsonville shall be City Council member Charlotte Lehan or designee.

City of Wilsonville:

_____

Signature of City Manager
Bryan Cosgrove
Printed Name Date_____

Willamette Falls & Landings Heritage Area Coalition:

_____

Jon Gustafson, President Date_____
Printed Name

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National Parks backing Willamette Falls as National Heritage Area

Patrick Malee, Portland Tribune

Thursday, November 15, 2018

https://pamplinmedia.com/pt/9-news/412052-310989-national-parks-backing-willamette-falls-as-national-heritage-area

Next step is to write legislation that will be introduced to U.S. Congress in 2019



TIDINGS FILE PHOTO - Members of the Willamette Falls Heritage Area Coalition have long believed that the area deserves national recognition, and they are one step closer after the National Parks Service endorsed their plan to create the West Coast's first National Heritage Area.

When members of the Willamette Falls Heritage Area Coalition (WFHAC) submitted a formal feasibility study to Martha J. Raymond, national coordinator for heritage areas at the National Park Service, in late July, they had reason to feel confident.

After all, the feasibility study — which was 10 years in the making and laid out a detailed case for why a 56-mile stretch of the Willamette River near Willamette Falls should be designated as the West Coast's first National Heritage Area (NHA) — had already been reviewed by National Heritage Area Program Regional Coordinator Linda Stonier, who told WFHAC representatives in May that the study met all 10 of the criteria to receive the coveted NHA designation.

That feedback was cause for celebration, but the WFHAC still needed a final seal of approval from Raymond, who is based out of Washington D.C. And in a press release Oct. 31, the WFHAC announced that it had received just that in the form of a Sept. 7 letter from Raymond.

"While it is not our role to offer a recommendation regarding National Heritage Area designation until the NPS is asked to provide testimony on a bill before Congress, we have reviewed the study," Raymond wrote. "Based on our review, which was conducted with Linda Stonier,

National Heritage Area Coordinator for the NPS Pacific West Region, and with Paul Lusignan, National Register of Historic Places, we find that the Willamette Falls Heritage Area Feasibility Study meets all 10 feasibility study criteria."

"This is such a significant milestone in our march forward to becoming a National Heritage Area, the first on the West Coast," WFHAC President Jon Gustafson said in the press release. "According to Linda Stonier, the criterion established by the Park Service is incredibly stringent. They apply it to evaluate whether (the study) describes a landscape with a 'nationally important study,' and whether the study documents a nationally significant assemblage of resources and heritage sites for conservation, interpretation and use … we've met that tough standard."

Designated by Congress and overseen by the National Parks Service, NHAs — of which there are 49 across the United States — are "places where historic, cultural and natural resources combine to form cohesive, nationally important landscapes." Specifically, one of the aforementioned 10 criteria states that those resources should "represent distinctive aspects of American heritage worthy of recognition, conservation, interpretation and continuing use." NHAs must also "reflect traditions, customs, beliefs and folk life that are a valuable part of the national story" while providing an array of conservation, recreational and educational opportunities.

The idea behind the Willamette Falls heritage area is to tell the story of the falls — which were a crucial gathering place for the first Native Americans to settle in the area — and how they influenced the growth of culture and industry up and down the Willamette River.

"Our geologic foundations, tremendous waterpower, fertile soils, natural abundance and mild climate once combined to inspire settlement and enterprise in this key western destination — and it holds us here today," WFHAC representatives wrote to Raymond in a cover letter for the feasibility study.

Currently, the westernmost NHA is the Great Basin National Heritage Area in Nevada and Utah. Most NHAs are concentrated on the East Coast, and they include the Niagara Falls National Heritage Area in New York, the Oil Region National Heritage Area in Pennsylvania and the Journey Through Hallowed Ground National Heritage Area, which stretches across parts of Maryland, Pennsylvania, Virginia and West Virginia.

Perhaps the most important takeaway from Raymond's letter of affirmation is that the Park Service will be willing to testify on WFHAC's behalf as they face their final hurdle: approval from Congress. According to WFHAC Executive Director Siobhan Taylor, the group will spend the rest of the year preparing legislation that will be introduced to Congress in 2019 by a delegation led by Congressman Kurt Schrader.

"Now the real work begins as we continue to strengthen our relationships with upriver partners, honor tribal traditions and begin the arduous legislative process," said Alice Norris, the editor of the feasibility study, in the press release. "This is going to take time and resources, and the support of our partners and communities."

Willamette Falls became Oregon's first State Heritage Area in 2015. To learn more, visit wfheritage.org or contact Taylor at siobhan@wfheritage.org, 503-704-5880.

CITY COUNCIL MEETING
STAFF REPORT

Meeting Date: January 21, 2021	**Subject:** City Council Representation Assignments to Regional Intergovernmental Bodies **Staff Member**: Mark Ottenad, Public/Government Affairs Director **Department:** Administration
Action Required	**Advisory Board/Commission Recommendation**
☐ Motion ☐ Public Hearing Date: ☐ Ordinance 1st Reading Date: ☐ Ordinance 2nd Reading Date: ☐ Resolution Information or Direction ☐ Information Only ☒ Council Direction ☐ Consent Agenda	☐ Approval ☐ Denial ☐ None Forwarded ☒ Not Applicable **Comments:** This report summarizes Council appointments made during prior Jan. 4 work session and notes two more potential appointments.
Staff Recommendations: City Council appoints members to act as the primary representative and/or alternate(s) to various regional intergovernmental boards and committees.	
Recommended Language for Motion: Not applicable.	
PROJECT / ISSUE RELATES TO:	
☐ Council Goals/Priorities	☐ Adopted Master Plan(s) ☒ Not Applicable

ISSUE BEFORE COUNCIL:

At the January 4 work session, Council made tentative assignments to various regional intergovernmental bodies, and had follow-up questions on two potential assignments. This report summarizes Council appointments made during prior Jan. 4 work session and requests potentially two more representative appointments.

EXECUTIVE SUMMARY:

Following is a summary of the Council appointments made on January 4 and that may be announced during Mayor's Business agenda item for the January 21. Additionally, the Council may wish to appoint representatives to two additional organizations:

1. Alternate Representative to the Regional Water Providers Consortium Board.
2. Representative to the Willamette Falls & Landings Heritage Area Coalition (WFLHAC).

Leadership Body	When/Where	City Position	2021 Reps.
1. Clackamas County Coordinating Committee (C4)	*Monthly:* 1st Thursday 6:45 – 8:30 pm Zoom / Oregon City	Representative	Julie Fitzgerald
		Alternate	Joann Linville
		Staff	Mark Ottenad Dwight Brashear Chris Neamtzu
2. Clackamas County Coordinating Committee Metro Subcommittee (C4 Metro Subcom.)	*Monthly:* 1st Thursday 7:30 – 9 am Zoom / Oregon City	Representative	Joann Linville
		Alternate	Julie Fitzgerald
		Staff	Mark Ottenad Dwight Brashear Chris Neamtzu
3. Washington County Coordinating Committee (WCCC)	*Monthly:* 2nd or 3rd Monday 12 – 1:30 pm Zoom / Beaverton	Representative	Julie Fitzgerald
		Alternate	Kristin Akervall
		Second Alternate	Mark Ottenad
		Staff	Mark Ottenad Dwight Brashear
4. Willamette Intake Facilities (WIF) **Commission Board, Tualatin Valley Water Dist.** (TVWD)	*Quarterly:* Last Monday of Jan, Apr, July, Oct, 6 – 7:30 pm Zoom / Beaverton	Representative	Kristin Akervall
		Alternate	Ben West
		Staff	Delora Kerber Keith Katko
5. Regional Water Providers Consortium Board	*Quarterly:* 1st Wed of Feb, June, Oct. 6:30 – 8:30 pm Zoom / Portland	Representative	Ben West
		Alternate	
		Staff	Delora Kerber Martin Montalvo
6. French Prairie Forum Local Governments Working Group	*Monthly:* 3rd Wednesday 2 – 4 pm Zoom / Aurora	Representative	Charlotte Lehan
		Alternate	Julie Fitzgerald
		Staff	Mark Ottenad
7. Greater Portland, Inc., (GPI) **Small Cities Consortium** (SCC)	*Monthly:* 2nd Wednesday 1:30 – 2:30 pm Zoom / Tualatin	Representative	Julie Fitzgerald
		Staff	Mark Ottenad Chris Neamtzu Zoe Monahan
		Representative	

8. **Willamette Falls & Landings Heritage Area Coalition** (WFLHAC)	*Periodic; 1.5-hour-long meeting* Zoom / West Linn	Staff	Mark Ottenad
9. **Willamette Falls Locks Commission**	*Periodic; 2-hour-long meeting* Zoom / West Linn	Representative	Joann Linville
		Staff	Mark Ottenad

Background Information

On January 4, City Council members asked about two potential positions for Council assignment:

- Regional Water Providers Consortium Board: The question posed does the Board seek an alternate representative; the answer is Yes.
  Thus, Council may wish to appoint an alternate representative.
- GPI Small Cities Consortium: The question posed does the GPI SCC seek an alternative representative; the answers is No.
  The SCC is similar to a committee, where each member city has one representative who may be an elected official or a staff member. The SCC elects annually two of their members to serve as SCC representative and SCC alternate to the GPI Board of Directors. The GPI SCC board representatives election just occurred, resulting in the selection of Tualatin Mayor Bubenik as primary representative and Tigard Council President Goodhouse as alternate representative.

Additionally, the City Council may wish to consider appointing a representative to the Willamette Falls & Landings Heritage Area Coalition (WFLHAC), in which each member organization appoints a representative to the Board of Directors. Councilor Charlotte Lehan currently serves on the WFHAC board and as Council liaison to the City's Tourism Promotion Committee, and has indicated a willingness to consider continuing service to the Council.

TIMELINE:

The City Council may act its leisure; however, acting in January would be optimum for codifying the City's representation to these various intergovernmental bodies for timely notice and attendance.

CURRENT YEAR BUDGET IMPACTS:

Membership costs, event attendance fees and other expenses are budgeted.

FINANCIAL REVIEW / COMMENT:

Reviewed by: CAR Date: 1/7/2021

LEGAL REVIEW / COMMENT:

Reviewed by: BAJ Date: 1/13/2021

CITY MANAGER COMMENT:

The City benefits from strategic participation in regional intergovernmental bodies and other associations/organizations.

ATTACHMENTS:

None.

CITY COUNCIL MEETING
STAFF REPORT

Meeting Date: January 21, 2021	**Subject:** 2021-22 State Legislative Agenda **Staff Member:** Mark Ottenad, Public/Government Affairs Director **Department:** Administration
Action Required	**Advisory Board/Commission Recommendation**
☐ Motion ☐ Public Hearing Date: ☐ Ordinance 1st Reading Date: ☐ Ordinance 2nd Reading Date: ☐ Resolution Information or Direction ☐ Information Only ☒ Council Direction ☐ Consent Agenda	☐ Approval ☐ Denial ☐ None Forwarded ☒ Not Applicable **Comments:** Adoption of a State Legislative Agenda provides direction to staff and consultants regarding the City Council's legislative priorities.
Staff Recommendations: City Council approves the 2021-22 State Legislative Agenda.	
Recommended Language for Motion: Not applicable.	
PROJECT / ISSUE RELATES TO:	
☒ Council Goals/Priorities	☐ Adopted Master Plan(s) ☐ Not Applicable

ISSUE BEFORE COUNCIL:

City Administration seeks adoption by the City Council of a State Legislative Agenda for general public-policy priorities that guides how the City reacts to specific legislative proposals that may arise during the 2021-22 sessions of the 81st Oregon Legislative Assembly.

EXECUTIVE SUMMARY:

At the start of each two-year-long session of the Oregon legislature, the City Council adopts a State Legislative Agenda that guides how City staff and consultants evaluate proposed legislation in terms of opposing, supporting or remaining neutral. The City's State Legislative Agenda is grounded in long-term City Council-adopted policies embodied in the Comprehensive Plan and other master plans or specific strategy documents and highlights current Council goals and known issues under consideration.

BACKGROUND:

Draft 2021-22 State Legislative Agenda

The City first developed a written State Legislative Agenda in 2011 with citations to specific sources of City authority for each agenda item. All of the legislative agenda items are based on policies established by the City Council over time through the Comprehensive Plan, Goal 9 Economic Opportunities Analysis and other City master plans/strategies and Council direction. Thus, the City's State Legislative Agenda is grounded in long-term City Council-adopted policies that embrace core community values as expressed by the community's elected officials.

In developing the City's legislative agenda, staff reviewed existing and prior city policies and practices, examined the legislative agendas and priorities of other metro-area jurisdictions and affiliated organizations such as LOC, and gathered information from lobbyists and other public-affairs professionals about primary issues of concern in the 2021-22 legislative session. The proposed 2021-22 State Legislative Agenda is modeled after the prior 2019-20 Agenda with two additions based on Council actions over the past two years.

A new policy item is proposed for the 2021-22 State Legislative Agenda based on Council's adoption of the Equitable Housing Strategy in June 2020 and staff participation in the subsequent Department of Land Conservation and Development agency rule-making process regarding the design and placement of affordable housing from 2019 legislation of HB 2001 and HB 2003. Staff propose to amend the State Legislative Agenda's Economic & Community Development section, Land Use and Infrastructure Development subsection, to add:

> 3.5 The City of Wilsonville supports efforts that encourage development of a broad mix of housing types for residents of all income levels. The City specifically advocates for funding of state agencies and local governments to advance affordable housing efforts and related infrastructure.

See Exhibit A, Draft City of Wilsonville/SMART 2021-22 State Legislative Agenda, and Exhibit B, Citations to Authorities that Act as Foundation for City of Wilsonville/SMART 2021-22 State Legislative Agenda.

Potential 2021 Legislative Session Issues

Due to the on-going COVID-19 pandemic, access to the State Capitol building is closed to all but legislators, staff and a limited number of media representatives, with committee meetings generally to be held virtually and limited number of legislators on the chamber floors. LOC and other interest groups have expressed concerns to legislative leadership regarding access to legislators and the ability to timely provide testimony on proposed legislation.

The Governor, legislators, interest groups and the media have suggested the following issues could be at play in the 2021 "long session" that could have a direct impact to the City:

- Affordable Housing: Zoning and pre-emption issues
- Aurora State Airport: State-agencies and local-governments infrastructure planning coordination and development of new airport master plan
- Hazardous Algal Blooms (HABs): State resources for public-water providers
- System Development Charges (SDCs): Reductions or delay in payment
- Urban Renewal utilization limitations

Two state legislative issues of interest to Wilsonville are already teed-up for 2021:

- **The Wilsonville I-5 Facility Plan "Cost-to-Complete Study"** for adding a north-bound auxiliary lane on I-5 from Wilsonville Road to Charbonneau-Miley Road/State Highway 551 interchange and seismic retrofitting of the Boone Bridge over the Willamette River is schedule to be released by ODOT in January and presented to the Joint Transportation Committee in February. The $300,000 study, authorized with a 2019 budget note, provides key data about the scope of this project and potential cost to improve traffic flow, reduce accidents and congestion on I-5, and earthquake-proof the bridge that could have a major impact on Wilsonville. City staff are scheduling a presentation by ODOT staff for City Council on the results of the "Cost-to-Complete Study."
- **Bipartisan legislation is again expected as in 2020 to create the Willamette Falls Locks Authority** public corporation that can accept ownership transfer of the Locks to the State by the U.S. Army Corps of Engineers. The Corps has indicated that if the Locks cannot be transferred to the State that the agency plans to cement shut permanently the Locks. The 2020 legislation to create the public corporation and a proposed $7 million allocation died with the Republican members walk-out. Due to COVID-19 pandemic-related state budget concerns, members of the Willamette Falls Locks Commission do not believe that a budget request is realistically obtainable, although one has been requested.

At this time it is unclear if the divisive "Climate Change" legislation that precipitated Republic members walk-outs of 2019 and 2020 sessions will occur again. Thus, a "dead session" is possible due to the party-line composition of the 2021 legislature. The legislature requires a quorum of members present to do business, and a floor session is required a minimum of every five days. The 60-member House will have 37 Democrats and 23 Republicans, making it possible for House Republicans to hold up House business. Similarly, in the Senate with 18 Democrats and 12 Republicans, quorum walkouts are also possible if 11 or more are absent.

Other 2021 legislative issues of interest but less pressing to the City include COVID-19 response measures *(e.g.*, business assistance; liability protection; renter evictions; landlord compensation, etc.), reform and accountability of law-enforcement practices and wildfire reduction and response efforts.

Affiliate Association and Local Government 2021 Legislative Priorities

Based on Oregon law, cities' primary legislative advocate is the League of Oregon Cities (LOC), which the City works closely with on state legislative and agency rule-making matters. As an organization representing 242 cities that have a wide range of priorities, LOC is often not responsive to Wilsonville-specific issues of concern, which requires that we work with other partners to advance City interests.

LOC's top priorities for the 2021 legislative session:

1. Mental Health Service Delivery
2. COVID-19 Economic Recovery Investments
3. Comprehensive Infrastructure Package
4. Property Tax Reform
5. Housing and Services Investment
6. Water Utility and Rate Assistance
7. Responding to Natural Disasters

LOC's key principles for the 2021 legislative session that match well City key priorities:

- Avoid Unfunded Mandates.
- Preserve Local Decision-Making and Problem-Solving Authority.
- Preserve Local Revenue Streams.
- Serve in a Supportive Role to Provide Local Tools and Resources.
- Avoid Shifting Additional Costs onto Local Government Partners

For additional information on LOC's 2021 legislative issues, see Exhibit C, "2021 Legislative Session - Uncharted Territory Ahead, League of Oregon Cities (LOC) 2020 Quarter 4 Local Focus magazine," and Exhibit D, "LOC Board Approves 2021 Legislative Priorities" notated to show alignment with City Council preferences, August 2020.

Due to major changes of the leadership of the Board of County Commissioners for Clackamas County, the County has not issued a draft state legislative agenda. Other than support for the proposed ODOT I-205/Abernathy/Willamette River Bridge expansion and seismic retrofit, media reports indicate that some former County priorities may no longer be supported by commissioners, such as the proposed new replacement courthouse. Unlike in 2019, when the County sought in December to develop with cities a joint set of 2020 state legislative priorities, the County has not approached the Clackamas County Coordinating Committee (C4) for a coordinated legislative agenda. 2020 priorities for the County and C4 (and that are still valid) were:

- Support for "I-205 Bottleneck Funding" for state-match funds of approximately $400 million for a third lane of capacity in each direction of I-205 from Stafford Road to OR 213, including expansion and seismically retrofitting of the Abernathy Bridge.
- Advocate for $2.5 million to fund a Clackamas County Transportation Futures Study similar to a legislatively-funded study for Washington County in 2012.

The Washington County draft legislative agenda is not yet available. Washington County has indicated that it intends to present legislative priorities at the Washington County Coordinating Committee (WCCC) meeting on Jan. 11.

Similarly, the Metro draft legislative agenda is not yet available, and is expected to be discussed at the Jan. 12 Metro Council work session.

City's State Legislators

The City of Wilsonville community is currently split between House Districts 26 and 51 and between Senate Districts 13 and 26, with the Willamette River acting as a dividing line. As Wilsonville annexes portions of Urban Growth Boundary (UGB) expansion area Frog Pond East,

the City will straddle three sets of House and Senate districts, just touching House District 37 and Senate District 19.

Additionally, due to population gains, Oregon is anticipated to be awarded another U.S. Congressional seat in the House of Representatives. Wilsonville has been represented by the Fifth Congressional District since inception in 1982.

Note that the 2020 Decennial Census requires the Oregon legislature to re-draw House and Senate district boundaries based on population changes. If the legislature is unable to agree on redistricting or the Governor vetoes the redistricting plan, as was the case in 2001, the task of mapping new state districts falls to the Secretary of State.

During the 2021 legislative redistricting process, a key question for consideration by the City Council is should the City advocate for all of Wilsonville—including Charbonneau—to be in one House and one Senate seat? Staff plan to return later with considerations for Council on this particular issue.

Elected officials representing the Wilsonville area in the 2021 legislative session:

Representing Wilsonville north of the Willamette River

- House District 26: Representative Courtney Neron of Wilsonville (Democrat), who has been appointed to serve on the following committees during 2021: Early Childhood, Education (Vice Chair) and Housing.
- House District 37: (possible future): Representative Rachel Prusak of West Linn (Democrat), who has been appointed to serve on the following committees during 2021: Economic Recovery and Prosperity and Health Care (Chair).
- Senate District 13: Senator Kim Thatcher of Keizer (Republican)
- Senate District 19: (possible future): Senator Rob Wagner of Tualatin (Democrat)

Representing Wilsonville south of the Willamette River (Charbonneau District)

- House District 39: Representative Christine Drazan of Oregon City (Republican), who is the House Minority Leader and has been appointed to serve on the following committees during 2021: Health Care, Rules, Ways and Means, Ways and Means – Capital Construction Subcommittee, and Legislative Counsel.
- Senate District 20: Senator Alan Olsen of Canby (Republican), who announced his resignation from the Oregon Senate in early January. The Clackamas County Board of Commissioners by state law is to select a replacement; some speculation is that Representative Drazan, whose district comprises half of SD 20, will be appointed.

History of City's Legislative Engagement

The City has been engaged actively with matters before the Oregon legislature for the past two decades, primarily in a defensive posture seeking to fend off or modify legislative attempts to preempt municipal home-rule authority or super-site controversial land-uses in or near the community. A state proposal in the late 1990s to site the Coffee Creek Correctional Facility at the shuttered Dammasch State Hospital, now home to the Villebois neighborhood, galvanized the community to action and underscored the need to participate actively in legislative affairs.

During this time, the City has contracted with Greg Leo, principal of The Leo Company, who commands considerable respect from both sides of the aisle for his credible and authoritative

background in local, state and federal affairs. Prior relevant positions include duty as a member of the federal Senior Executive Service (SES III) while working for the U.S. Department of Justice on Immigration Policy, Executive Director/Chief of Staff of the Oregon Republican Party, and volunteer service on the Wilsonville Budget Committee.

The City works with coalitions of organizations that share similar legislative objectives. The City coordinates closely with the League of Oregon Cities (LOC) Intergovernmental Relations staff to analyze the potential impacts of proposed legislation and to lobby legislators as needed to advance the City's positions. The City works with Clackamas and Washington Counties, the Port of Portland and Metro regional government, the latter which acts as a convening body for the 24 Portland metro-area cities. The City participates in other organizations and coalitions, including Oregon Building Officials Association, Oregon Chapter of the American Planning Association, Oregon Economic Development Association (OEDA) and Industrial Site Readiness Coalition.

For the past few legislative sessions, the City's mode of operation has tended to be:

- Greg Leo meets regularly with legislators, executive-agency staff and public- and private-sector lobbyists to obtain information on key bills of interest and he relays to City staff;
- Mark Ottenad reviews and then forwards to appropriate staff members as need be for their review and assessment of particular issues. Critical staff assisting in these reviews include the City Manager, City Attorney, Community Development Director, Planning Director, Transit Director, Building Official, Finance Director and other staff members.
- Mark Ottenad then communicates the City position to Greg Leo and other parties, and when required composes City testimony on behalf of the Mayor and City Council on specific legislation that is then reviewed by relevant City staff prior to submission.
- Mark Ottenad and Greg Leo relay the testimony electronically and often hand-delivered printed copies to committee members. Periodically the Mayor or a City Councilor is requested to present the testimony in-person before the committee considering the bill at issue. Requesting direct City Council testimony in-person at the State Capitol in Salem is never considered lightly by staff due to the time and travel burden placed on a volunteer member of Council; however, *in-person testimony by a local elected official is the most powerful and persuasive form of legislative input available to the City*. During 2021 session, testimony is anticipated to be presented virtually online before committees.

TIMELINE:

The 2021 "long" legislative session convenes on January 19 and is scheduled to conclude by June 28.

LOC and the Oregon Mayors Association (OMA) hosts the bi-annual "City Day at the Capitol" on Thursday, January 28, 2021, that City Council members and staff are encouraged to participate in remotely; see Exhibit E, "LOC-OMA "2021 City Day at the Capitol" draft agenda for more information.

During the course of the legislative session 3,000 to 4,000 bills may be introduced, of which several hundred may receive committee hearings. Towards the end of the session when the legislature moves into "24-hour" hearing-notice period, bills and amendments are flying. The legislative agenda is an important tool that enables the City to be responsive in a timely manner to legislative proposals.

CURRENT YEAR BUDGET IMPACTS:
No budget impacts are anticipated based solely on adoption of the legislative agenda. Other legislative-related expenses are currently budgeted.

Actions that the legislature takes can impact the City's budget directly or indirectly in a favorable or detrimental manner.

FINANCIAL REVIEW / COMMENT:
Reviewed by: CAR Date: 1/6/2021

LEGAL REVIEW / COMMENT:
Reviewed by: BAJ Date: 1/13/2021

CITY MANAGER COMMENT:
The proposed 2021-22 State Legislative Agenda is in accord with Council's long-term direction for City priorities and policies.

EXHIBITS:
A. Draft City of Wilsonville/SMART 2021-22 State Legislative Agenda
B. Citations to Authorities that Act as Foundation for City of Wilsonville/SMART 2021-22 State Legislative Agenda
C. "2021 Legislative Session - Uncharted Territory Ahead, League of Oregon Cities (LOC) 2020 Quarter 4 Local Focus magazine
D. "LOC Board Approves 2021 Legislative Priorities" notated to show alignment with City Council preferences, August 2020
E. LOC-OMA "2021 City Day at the Capitol" draft agenda
F. Maps of Wilsonville state legislative districts: Oregon House of Representatives (2021)
G. Maps of Wilsonville state legislative districts: Oregon Senate (2021)

DRAFT 1/21/2021

2021-22 State Legislative Agenda

WILSONVILLE OREGON



Wilsonville City Council

Julie Fitzgerald, Mayor

Charlotte Lehan, Councilor

Kristin Akervall, Councilor

Ben West, Councilor

Joann Linville, Councilor

City Appointed Management

Bryan Cosgrove, City Manager

Barbara Jacobson, City Attorney

CITY OF WILSONVILLE, OREGON /
SOUTH METRO AREA REGIONAL TRANSIT (SMART)
Mark Ottenad, Public/Government Affairs Director
503-570-1505; ottenad@ci.wilsonville.or.us
Greg Leo, Public Affairs Consultant, The Leo Co.
503-804-6391; greg@theleocompany.com
29799 SW Town Center Loop East
Wilsonville, OR 97070
www.ci.wilsonville.or.us

SMART SOUTH METRO AREA REGIONAL TRANSIT

REV.01/2021

DRAFT 1/21/2021

Acting on behalf of the residents and businesses of the City of Wilsonville and SMART, the City Council adopts this legislative agenda to guide municipal policy positions in the 2021-22 sessions of the 81st Oregon Legislative Assembly.

Wilsonville City Council, January 21, 2021

1. GOVERNANCE

■ Local Autonomy

1.1 The City of Wilsonville supports the home-rule autonomy of local governments and opposes efforts to preempt local-government authority to work on behalf of the city's residents and businesses. The City seeks opportunities to restore municipal authority where it has previously been pre-empted by state law.

■ State Shared Revenues / Unfunded Mandates

1.2 The City of Wilsonville supports the State Shared Revenue formula and opposes efforts to shift service-costs from the State to local governments, often referred to as "unfunded mandates." The City opposes efforts to reduce traditional "shared revenues," which include alcoholic beverage and cigarette taxes and other state shared revenue that pay for essential local services.

2. TRANSPORTATION & TRANSIT INFRASTRUCTURE

■ Transportation

2.1 The City of Wilsonville supports multi-modal transportation options—including roadways, transit services and bike/ped alternatives—for residents, commuting workers and businesses.

2.2 The City of Wilsonville supports strategies and plans that maintain or increase the traffic-handling capacity of I-5 for the timely movement of freight and conduct of commerce, including the stretch of I-5 Boone Bridge crossing the Willamette River.



2.3 The City of Wilsonville supports increased funding by federal and state governments of public transportation infrastructure.

2.4 The City of Wilsonville supports efforts to re-open and maintain the operations of the Willamette Falls Locks and Canal.

■ Transit

2.5 The City of Wilsonville supports increased funding and access to increased transit services that provide residents and commuting workers with an affordable option for personal mobility.

2.6 The City of Wilsonville supports expanded Westside Express Service (WES) commuter rail transit service for full-day and Saturday service and extension of service to Salem.

3. ECONOMIC & COMMUNITY DEVELOPMENT

■ Land Use and Infrastructure Development

3.1 The City of Wilsonville supports sustainable, "smart-growth" concepts that include objectives such as walkable neighborhoods, compact urban development, the conservation of valuable resource lands and the protection of prime agricultural soils outside the urban growth boundary (UGB).



3.2 The City of Wilsonville supports Oregon land-use law that calls for intergovernmental coordination and urban-development activities to occur in cities—areas with municipal governance and supporting infrastructure—and opposes efforts to encourage activities outside of cities that result in urban-level development.

3.3 The City of Wilsonville supports initiatives that reclaim industrial "brownfield" sites in urban settings for productive re-use and that assists cities to develop existing industrial lands. These kinds of initiatives maximize the benefit from existing public resources and reduce the need for urban-growth boundary expansions to accommodate industrial development.

3.4 The City of Wilsonville supports the creation or extension of additional economic-development tools that cities may utilize as they wish, including implementing the Oregon Industrial Site Readiness Program that complies with current state law and making the state "Enterprise Zone" and similar designations available to more cities.

3.5 The City of Wilsonville supports efforts that encourage development of a broad mix of housing types for residents of all income levels. The City specifically advocates for funding of state agencies and local governments to advance affordable housing efforts and related infrastructure.

■ Workforce Development

3.6 The City of Wilsonville supports adequate funding for institutions of higher education in order to provide more comprehensive workforce development opportunities for future and current employees of industrial employers.

3.7 The City of Wilsonville supports efforts to improve the overall quality of K–12 education, and in particular to strengthen Science-Technology-Engineering-Math (STEM) education, as well as post-secondary education that prepare tomorrow's workforce.

4. ENVIRONMENTAL IMPACT

4.1 The City of Wilsonville supports the protection of the environment and important natural resources for the benefit of human health, quality of life for citizens, recreational opportunities, and wildlife habitat.



DRAFT 1/21/2021

FAST FACTS: City of Wilsonville & South Metro Area Regional Transit (SMART)

■ Population: *One of Oregon's fastest growing cities*

For the past 20 years, Wilsonville has been one of Oregon's fastest growing cities with population over 10,000. Wilsonville is now the state's 22nd largest city.

Jurisdiction	2000 Census	2020 PSU Est.	% Change
City of Wilsonville	13,991	25,915	85.2%
Portland metro region*	1,444,219	1,876,155	29.7%
State of Oregon	3,421,399	4,268,055	24.7%

* Clackamas, Multnomah and Washington Counties

■ SMART Transit: *I-5 Corridor Public Transportation Service*

South Metro Area Regional Transit (SMART) provides transit services six days per week for 300,000 riders composed of commuting workers and residents. SMART links with regional transit providers, including TriMet and WES (Westside Express Service) commuter trains, Salem Area Mass Transit District ("Cherriots") and Canby Area Transit (CAT), as well as providing in-town fixed-route and paratransit services.

■ Education & Workforce Development: *In-Demand Skills Training*

OregonTech Wilsonville is the Portland metro-area campus of the Oregon Institute of Technology (OIT), the state's premier university of advanced engineering and applied-technology studies. OregonTech Wilsonville works closely with the region's high-tech employers and area high schools to promote hands-on, practical Science-Technology-Engineering-Math (STEM) curriculum.

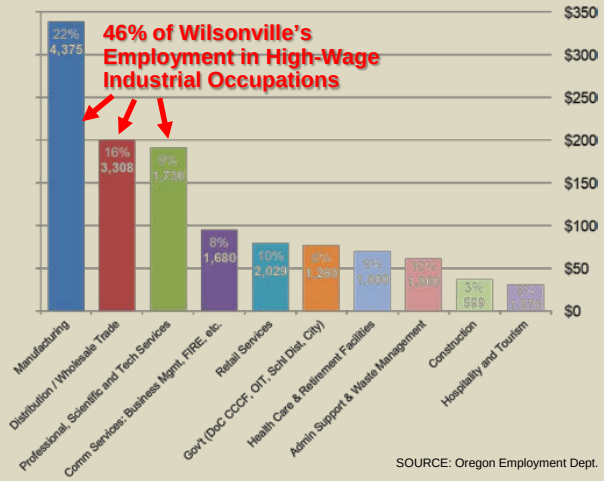
Clackamas Community College, Wilsonville Training Center Campus

West Linn-Wilsonville School District and Canby School District

■ Employment: *Over 20,000 Jobs with $1.1 Billion Direct Annual Payroll*

Wilsonville's 1,080 businesses provide 20,317 full-time equivalent jobs, of which about half are in high-wage industrial occupations of manufacturing—primarily in high-tech and software engineering—wholesale distribution and professional services. Nine out of 10 employees commute to jobs in Wilsonville primarily from the Portland metro-area and North Willamette Valley, Canby, Woodburn and Salem/Keizer.

Total annual payroll in Wilsonville exceeds $1.1 billion annually—an +80% increase since 2000—that generates a total direct/indirect regional economic-multiplier impact of over $3.2 billion per year.



SOURCE: Oregon Employment Dept.

Top-10 Private-Sector Wilsonville Employers

Sorted descending by Number of Full-Time Equivalent (FTE) Jobs

Business	Type	Jobs
1. **Siemens Mentor Graphics Corp.**	Software	986
2. **Xerox Corp.**	Manufacturing	687
3. **Sysco Food Services**	Wholesale Dist.	545
4. **Rockwell Collins**	Manufacturing	475
5. **Swire Coca-Cola USA**	Mfg/Dist.	366
6. **TE Medical** Tyco Electronics Connectivity	Manufacturing	359
7. **Costco Wholesale**	Retail	292
8. **Southern Wines & Spirits**	Wholesale Dist.	283
9. **Fred Meyer Stores**	Retail	261
10. **OptiMiM**	Manufacturing	255



The Wilsonville SMART Transit Center serves as the TriMet Westside Express Service (WES) commuter rail train station that features a 400-car park-and-ride lot that can be expanded. Each WES train is met by SMART buses that whisk employees to the worksite within 10 minutes of arrival in Wilsonville, providing key 'last-mile' public transit service.

Citations to Authorities that Act as Foundation for City of Wilsonville/SMART 2021-22 State Legislative Agenda

— January 21, 2021 —

This document provides citations to various authorities, such as the City Charter and Comprehensive Plan, and the legislative agendas of affiliate organizations, in support of the 2021-22 State Legislative Agenda*.* The document recites each specific proposed legislative agenda policy position, which is then followed immediately by relevant citations to authorities, listing first references to City documents and then legislative agendas of affiliate organizations.

1. GOVERNANCE

■ Local Autonomy

1.1 The City of Wilsonville supports autonomy of local governments and opposes efforts to preempt local-government authority to work on behalf of the city's residents and businesses. The City seeks opportunities to restore municipal authority where it has previously been pre-empted by state law.

This proposed legislative agenda policy is supported by the following authorities:

City of Wilsonville Charter, 1987

Chapter II, Powers

> Section 4. POWERS OF THE CITY. The city shall have all powers that the constitutions, statutes and common law of the United States and of this state expressly or impliedly [sic] grant or allow municipalities, as fully as though this charter specifically enumerated each of those powers.
>
> Section 5. CONSTRUCTION OF CHARTER. In this charter no mention of a particular power shall be construed to be exclusive or to restrict the scope of the powers which the city would have if the particular power were not mentioned. The charter shall be liberally construed to this end that the city may have all powers necessary or convenient for the conduct of its municipal affairs, including all powers that cities may assume pursuant to state laws and to the municipal home rule provisions of the state constitution.

Wilsonville Comprehensive Plan, 2013

History of Local Planning Efforts, Intro-1

> In a move to increase local control, the local residents voted to incorporate. On January 1, 1969, Wilsonville became a City..

League of Oregon Cities (LOC) 2019 Legislative Priorities, 2018

> Introduction: The League of Oregon Cities' Board of Directors has set six legislative priorities for the 2019 session of the Oregon Legislature. * * * The six priorities were approved by the LOC Board Wednesday and focus on the theme, "Let Cities Work."

Right-of-Way and Franchise Fee Authority Preservation/Broadband Investment: The League will continue to oppose any legislation that preempts local authority to manage public rights of way and cities' ability to set the rate of compensation for the use of such rights of way.

5. Right-of-Way and Franchise Fee Authority Preservation/Broadband Investment

The League will continue to oppose any legislation that preempts local authority to manage public rights of way and cities' ability to set the rate of compensation for the use of such rights of way. In addition, the League will seek additional state support and funding for increased and equitable broadband infrastructure deployment, especially in rural areas, while opposing any legislative efforts to restrict municipal authority to provide broadband services.

■ State Shared Revenues / Unfunded Mandates

1.2 The City of Wilsonville supports the State Shared Revenue formula and opposes efforts to shift service-costs from the State to local governments, often referred to as "unfunded mandates." The City opposes efforts to reduce traditional "shared revenues," which include alcoholic beverage and cigarette taxes and other state shared revenue that pay for essential local services.

This proposed legislative agenda policy is supported by the following authorities:

Wilsonville Comprehensive Plan, 2013

Urban Growth Boundary, p. B-3

Implementation Measure 2.1.1.d. — Establish and maintain revenue sources to support the City's policies for urbanization and maintain needed public services and facilities.

City of Wilsonville budget reports

Various states-shared revenues form a significant component to the City's general fund budget, as the following summary shows:

Wilsonville State-Shared Revenues, Fiscal Years Ending 2015 – 2020

Type of Revenue	FYE 2015	FYE 2016	FYE 2017	FYE 2018	FYE 2019	FYE 2020
Alcoholic beverage tax	$ 264,832	$ 349,368	$ 359,513	$ 384,055	$ 375,092	$ 454,225
Cigarette tax	53,478	29,549	29,577	29,615	28,456	27,710
State shared revenue	245,664	312,477	285,524	300,082	317,222	345,170
TOTAL	$ 563,975	$ 691,395	$ 674,615	$ 713,752	$ 720,770	$ 827,105

2. TRANSPORTATION & TRANSIT INFRASTRUCTURE

■ Transportation

2.1 The City of Wilsonville supports multi-modal transportation options—including roadways, transit services and bike/ped alternatives—for residents, commuting workers and businesses.

This proposed legislative agenda policy is supported by the following authorities:

Wilsonville Comprehensive Plan, 2013

Transportation: The Transportation Network, p. C-22–C-24

> Goal 3.2 To encourage and support the availability of a variety of transportation choices for moving people that balance vehicular use with other transportation modes, including walking, bicycling and transit in order to avoid principal reliance upon any one mode of transportation.
>
> Policy 3.2.1 To provide for safe and efficient vehicular, transit, pedestrian and bicycle access and circulation.
>
> Policy 3.2.2 To provide for a mix of planned transportation facilities and services that are sufficient to ensure economic, sustainable and environmentally sound mobility and accessibility for all residents and employees in the city.
>
> Goal 3.3 To achieve adopted standards for increasing transportation choices and reducing reliance on the automobile by changing land use patterns and transportation systems so that walking, cycling and use of transit are highly convenient and so that, on balance, people need to and are likely to drive less than they do today.
>
> Policy 3.3.1 The City shall provide facilities that allow people to reduce reliance on single occupant automobile use, particularly during peak periods.
>
> Implementation Measure 3.3.1.c. Plan for increased access to alternative modes of transportation, such as bicycling, transit and walking.
>
> Policy 3.3.2 The City shall work to improve accessibility for all citizens to all modes of transportation.

Wilsonville Transportation Systems Plan (TSP), 2016

Chapter 2 — Vision, pp. 2-3, 2-5

> Policies And Implementation Measures
>
> > System Design
> >
> > Policy 1. Provide a safe, well-connected, and efficient system of streets and supporting infrastructure for all travel modes.
> >
> > Connectivity

Policy 10. Add system connections for all modes throughout the city's transportation system to improve access between neighborhoods, serve new development, and manage system performance.

Chapter 5 — The Projects, p. 5-1

Make strategic investments in new and expanded facilities to serve all modes.

Wilsonville Bicycle and Pedestrian Master Plan, 2006, p.3

Goal — To promote non-motorized travel and provide a safe, interconnected system of pedestrian and bicycle facilities.

2.2 The City of Wilsonville supports strategies and plans that maintain or increase the traffic-handling capacity of I-5 for the movement of freight and conduct of commerce, including the stretch of I-5 Boone Bridge crossing the Willamette River..

This proposed legislative agenda policy is supported by the following authorities:

Wilsonville Comprehensive Plan, 2013

Public Facilities and Services, The Transportation Network, pp. C-21, C-24

Wilsonville is bisected by I-5, just south of its intersection with I-205. I-5 is classified as an Interstate Highway. It is part of the National Highway system and is a designated freight route between Portland and points south. The operational objective for Interstate Highways is to provide safe and efficient high-speed travel in urban and rural areas.

Two I-5 interchanges are located within Wilsonville, Interchange 283, I-5 at Wilsonville Road, and 286, I-5 at Elligsen Road. Both interchanges provide a vital function in supporting local and regional economic development goals and plans. Local traffic, including commercial and industrial vehicles, must have safe and efficient access to and from the freeway.

* * * * *

Policy 3.4.2 The City will work with ODOT, Metro and neighboring communities to maintain the capacity of I-5 through a variety of techniques, including requirements for concurrency, continued development of a local street network within and connecting cities along I-5, access management, and completion of targeted improvements on I-5 such as auxiliary lanes, improvements at interchanges, etc.

Wilsonville Transportation Systems Plan (TSP), 2016

CHAPTER 2: The Vision, p. 2-7

Policy 18. Work with ODOT, Metro, TriMet, Cherriots, and neighboring communities to maintain the capacity of I-5 through a variety of techniques, including requirements for concurrency, transit connections, continued development of a local street network within and connecting cities along I-5, access management, and completion of targeted improvements on I-5 such as auxiliary lanes, improvements at interchanges, etc.

Policy 19. Actively encourage the Federal Highway Administration, Federal Transit Administration, Oregon Department of Transportation, Clackamas and Washington Counties, Metro, TriMet, and Cherriots to improve regional transportation facilities and services.

Policy 20. Work with neighboring jurisdictions to plan, fund, and implement a phased transportation network that serves southwest employment area growth while reserving I-5 interchange capacity for access to and from Wilsonville destinations.

Wilsonville Economic Opportunity Analysis Report, 2012, 2008

Vision and Goals, pp. 1-2

Goal 1

Continue to facilitate economic development in conjunction with provision of adequate infrastructure to serve the needs of specific industry clusters. Work to maintain reasonable access to, and the functionality of Interstate-5 and its interchanges within Wilsonville and to increase the capacity of the Boone Bridge.

Goal 5

Continue to accept our fair share of regional industrial and employment growth in appropriate geographic locations that protect existing and future neighborhoods and the capacity of I-5, while encouraging Metro and member jurisdictions to develop land use policies, goals, code revisions and infrastructure necessary to more equitably distribute such growth throughout the region.

2.3 The City of Wilsonville supports increased funding by federal and state governments of public transportation infrastructure.

This proposed legislative agenda policy is supported by the following authorities:

Wilsonville Comprehensive Plan, 2013

Transportation, p. C-21

Transportation plans must also “facilitate the safe, efficient and economic flow of freight and other goods and services within regions and throughout the state through a variety of modes including road, air, rail and marine transportation”.

Communities must “protect existing and planned transportation facilities, corridors and sites for their identified functions’ and also “provide for the construction and implementation of transportation facilities, improvements and services necessary to support acknowledged comprehensive plans”.

Transportation plans must include a transportation financing program.

Public Facilities and Services, pp. C-27,C-28

Implementation Measure 3.6.1.a. Complete the major street system improvements shown in the Transportation Systems Plan. The City may not be able to finance all of these improvements. Some may be financed by other entities, or a combination of public and private funds.

GOAL 3.8: To maintain coordination with neighboring cities, counties, Metro, ODOT local businesses, residents and transportation service providers regarding transportation planning and implementation.

Policy 3.8.1 The City shall work with the State, Metro, Clackamas and Washington Counties and adjacent jurisdictions to develop and implement a Regional Transportation Plan that is complementary to and supportive of the City's Plan while addressing regional concerns. The City expects a reciprocal commitment from the other agencies. This policy recognizes that there is a need for a collective and cooperative commitment from all affected agencies to solve existing and future transportation problems. The City will do its part to minimize transportation conflicts, but it must also have the support of County, regional, State and Federal agencies to effectively implement this Plan.

Implementation Measure 3.8.1.a. The City shall advocate for the State, Metro, and Counties to improve regional transportation facilities which, due to inadequate carrying capacities, limit implementation of the City's Transportation Plan.

Wilsonville Transportation Systems Plan (TSP), 2016

Funding Outlook, p. 1-8

The City draws from multiple funding sources to pay for the construction, operation, and maintenance of its transportation infrastructure and services.

Approximately $104 million is estimated to be available from City sources to fund transportation related capital improvement projects through 2035. Additional contributions are expected to be available from regional, state, and federal sources to partially fund the City projects included in the Regional Transportation Plan (RTP).

Because the available funds will be insufficient for the City to construct all of its transportation projects (expected to cost at least $170 million), Wilsonville must choose how to invest its available funding to best meet its needs through the year 2035.

Transportation Funding, p. 2-12

Implementation Measures (Policy 45):

46.a. The City shall coordinate routine and necessary maintenance with the appropriate State or County agencies.

46.b. The City shall pursue grants and other funding resources to assist the City with constructing infrastructure improvements, buying new transit buses, and making other transportation investments.

Policy 47. Maintain a transportation financing program for the construction and implementation of transportation facilities, improvements, and services necessary to support the TSP, the Transit Master Plan, and the Bicycle and Pedestrian Plan. This program should be resourceful and innovative to ensure the City can make key transportation investments. Revenue sources may include public/private partnerships, Local Improvement Districts (LIDs), grants, etc.

Additional Planned Projects, p. 5-16

Even though the City should primarily focus on the projects included in the Higher Priority Solutions Package, it should look for opportunities to pursue these remaining projects as funding opportunities become available, including grant funding.

Wilsonville Transit Master Plan, June 2017

Transit Tax, p. 31

Transit tax funds are used to pay for SMART operations and to leverage funding from federal and state grants.

Grant Funding, p. 35

Funding from grants, SMART's second largest revenue source, are beginning to become fewer as monies at the federal level for transportation are being reduced. SMART has historically been successful in seeking and being awarded grants. SMART will continue to seek grants from the counties, region, state and federal sources.

Conclusion, p. 36

In order to maintain a high quality public transportation system, it is important to maintain consistent funding levels while operating efficiently. SMART management, working with City staff and City Council, can consider a range of possibilities with various considerations. The top priorities for SMART's management team are to improve operational efficiencies and seek out new funding sources, particularly intergovernmental grants. It appears to be uncertain, however, that state or federal funds will continue as they have.

2.4 The City of Wilsonville supports efforts to re-open and maintain the operations of the Willamette Falls Locks and Canal.

This proposed legislative agenda policy is supported by the following authorities:

Resolution No. 2737, 2019

A Resolution of the City of Wilsonville Adopting an Intergovernmental Agreement with Clackamas County to Support the Work of the Willamette Falls Locks Commission

Resolution No. 2601, 2016

A Resolution of the City of Wilsonville Adopting as a Concurring Party the Willamette Falls Locks "Section 106" Memorandum of Agreement (MOA) and Exhibits

Resolution No. 2515, 2015

A Resolution of the City of Wilsonville Supporting Efforts to Create a Willamette Falls National Heritage Area and Urging Designation of Such by Congress

Resolution No. 2496, 2014

A Resolution of the City of Wilsonville Supporting the Reopening of the Willamette Falls Locks

Wilsonville Transportation Systems Plan (TSP), 2016

Goods Movement, p. 2-8

> Policy 25. Maintain access to the Willamette River so that the river may be used for transportation purposes in the future. Acquire or improve access to Willamette River for public docking purposes and consider the potential development of a new port or ports.

■ Transit

2.5 The City of Wilsonville supports increased funding and access to increased transit services that provide residents and commuting workers with an affordable option for personal mobility.

This proposed legislative agenda policy is supported by the following authorities:

Wilsonville City Council 2017-2018 Work Plan

Administrative Initiatives

> Advocate for more funding for all transportation facilities.
>
> As SMART's infrastructure ages, it will be important that SMART properly maintains and/or replaces facilities and equipment accordingly. To this end, Smart must make it an ongoing priority to seek out and secure funding; state and federal grants are areas with the greatest potential. SMART will continue to aggressively pursue and secure funding grants.

Wilsonville Comprehensive Plan, 2013

Transportation: The Transportation Network, pp. C-22, C-23

> Goal 3.2 To encourage and support the availability of a variety of transportation choices for moving people that balance vehicular use with other transportation modes, including walking, bicycling and transit in order to avoid principal reliance upon any one mode of transportation.
>
> Goal 3.3 To achieve adopted standards for increasing transportation choices and reducing reliance on the automobile by changing land use patterns and transportation systems so that walking, cycling and use of transit are highly convenient and so that, on balance, people need to and are likely to drive less than they do today.
>
> Implementation Measure 3.3.1.c. Plan for increased access to alternative modes of transportation, such as bicycling, transit and walking.

Wilsonville Transportation Systems Plan (TSP), 2016

Public Transit, p. 2-9

> Policy 29. Increase public awareness of transit and other transportation options, such as walking and bicycling, so that individuals can make informed decisions.
>
> Policy 30. Provide transit service which is coordinated, convenient, comfortable, and safe.
>
> Implementation Measures (Policy 30): 30.a. Maintain transit service and expand as necessary to meet the demands of a growing population and employment base in Wilsonville.

Policy 31. Create a sense of community ownership of the transit system by encouraging citizen involvement in the planning and development of transit facilities and services.

Policy 32. Develop a process for responding to public feedback regarding transit services, including additional service requests, bus routing, and transit stop amenities.

Policy 33. Guided by a transit-specific public feedback process, provide transit routes throughout the city so that transit stops are located within one-quarter mile walking distance from residents and businesses.

Transportation Funding, p. 2-13

Implementation Measures (Policy 45):

46.b. The City shall pursue grants and other funding resources to assist the City with constructing infrastructure improvements, buying new transit buses, and making other transportation investments.

Wilsonville Economic Opportunity Analysis Report, 2012, 2008

SMART will expand hours of operation, as funds become available, in order to provide improved access to public transit. This will enable workers to get to and from their jobs and students to get to and from their place of education using public transit.

Wilsonville Transit Master Plan, 2017

Transit Tax, p. 31

Transit tax funds are used to pay for SMART operations and to leverage funding from federal and state grants.

Conclusion, p. 36

In order to maintain a high quality public transportation system, it is important to maintain consistent funding levels while operating efficiently. SMART management, working with City staff and City Council, can consider a range of possibilities with various considerations. The top priorities for SMART's management team are to improve operational efficiencies and seek out new funding sources, particularly intergovernmental grants.

Wilsonville Economic Opportunity Analysis Report, 2012, 2008

SMART will expand hours of operation, as funds become available, in order to provide improved access to public transit. This will enable workers to get to and from their jobs and students to get to and from their place of education using public transit.

2.6 The City of Wilsonville supports expanded Westside Express Service (WES) commuter rail transit service for full-day and Saturday service and extension of service to Salem.

This proposed legislative agenda policy is supported by the following authorities:

Wilsonville Comprehensive Plan, 2013

Transportation: The Transportation Network, p. C-23

Implementation Measure 3.3.1.f. Support provision of full day and Saturday transit service in the WES corridor.

Implementation Measure 3.3.1.g. Advocate for the extension of WES to Salem.

Wilsonville Transit Master Plan, 2017

Commuter Rail, p. 28

Expanding WES service would lead to more ridership for SMART as many customers transfer from WES.

Wilsonville Transportation Systems Plan (TSP), 2016

Public Transit

Policy 36. Coordinate with other transit districts, including TriMet and Cherriots, to strengthen the efficiency and performance of the Wilsonville transit network.

Implementation Measures (Policy 36):

36.a. Advocate for TriMet to provide full day and Saturday service for its Westside Express Service (WES) commuter rail.

36.b. Advocate for the extension of WES to Salem.

3. ECONOMIC & COMMUNITY DEVELOPMENT

■ Land Use and Development

3.1 The City of Wilsonville supports sustainable, "smart-growth" concepts that include objectives such as walkable neighborhoods, compact urban development, the conservation of valuable resource lands and the protection of prime agricultural soils outside the urban growth boundary (UGB).

This proposed legislative agenda policy is supported by the following authorities:

Wilsonville City Council 2017-2018 Work Plan

Council Goals

16. Promote farm and forest land protection.

Advocate for farm and forest land protection in legislative and agency venues and raise public awareness of the economic, health and environmental values of farm and forest land protection.

Wilsonville Comprehensive Plan, 2013

Land Use and Development: Environmental Resources and Community Design, pp. D-23, D-25, D-26, D-28, D-29

* * * one of the major aspects of Wilsonville's natural environment is its relationship to agricultural land. Statewide Planning Goal #3 is intended to preserve agricultural lands.

Wilsonville's 1971 General Plan and 1988 Comprehensive Plan set objectives to allow for the continuation of agriculture as a viable part of the community's economy. Agricultural activities still exist as an interim use within the City, and they are the primary land use outside of the City.

In recognition of this factor, Metro has established an urban growth boundary to protect prime agricultural lands outside of the urban area. The urban growth boundary has been established in consideration of the placement of existing and planned utilities in relation to existing and planned development patterns and provides sufficient vacant land for continued growth over the next 20 years.

Policy 4.1.5 Protect valuable resource lands from incompatible development and protect people and property from natural hazards.

Implementation Measure 4.1.5.b Help to preserve agricultural land by protecting the agricultural lands outside the Urban Growth Boundary, by guiding development within the boundary. Discourage long term agricultural uses within the urban boundary.

Implementation Measure 4.1.5.e Protect the beneficial uses and functional values of resources within the Water Quality and Flood Management Areas and Habitat Conservation Areas identified by Metro by limiting or mitigating the impact on these areas from development activities.

Implementation Measure 4.1.5.m Protect the river-connected wildlife habitat and encourage the integration and inter-connection of the Willamette River Greenway to open space areas of the City. Continue to regulate development within the Greenway boundaries. Provide for public access to the river only through and within the City parks or other properties intended for public access.

Implementation Measure 4.1.5.o Adopt Metro’s Habitat-Friendly Development Practices, which provide a method of developing property that protects natural resources and focuses on land development and site design that mimic natural processes. The design and construction practices include the following categories:

1. Minimize hydrologic impacts

2. Minimize impacts on wildlife corridors and fish passage

3. Protect and enhance native landscaping

Implementation Measure 4.1.5.y Protect the Willamette River Greenway from incompatible uses or development activities, using the standards of the Greenway section of the Development Code.

Implementation Measure 4.1.5.hh Minimize the impact of urban development on adjacent rural and agricultural lands. A combination of open space and low density land use designation may be employed.

Wilsonville Economic Opportunity Analysis Report, 2012, 2008

Vision and Goals, pp. 1-2

Goal 4

Encourage growth of compact employment and industrial development by increasing commercial and industrial job densities per acre within the Urban Growth Boundary to accommodate living wage jobs in concentrated developments in a land efficient manner, thus ensuring that the Metro UGB does not need to extend south of the Willamette River into the foundation agricultural lands of French Prairie. [footnotes omitted]

3.2 The City of Wilsonville supports Oregon land-use law that calls for intergovernmental coordination and urban-development activities to occur in cities—areas with municipal governance and supporting infrastructure—and opposes efforts to encourage activities outside of cities that result in urban-level development.

This proposed legislative agenda policy is supported by the following authorities:

Wilsonville Comprehensive Plan, 2013

Citizen Involvement, p. A-4

Implementation Measure 1.3.1.b Where appropriate, the City shall continue to coordinate its planning activities with affected public agencies and private utilities. Draft documents will be distributed to such agencies and utilities and their comments shall be considered and kept on file by the City.

Urban Growth Management, p. B-1

Wilsonville is located within the jurisdiction of Metro, and coordinates the management of urban growth in and around Wilsonville with the affected county and regional governments.

Urban Growth Boundaries, pp. B-3, B-5

Given the demand for urban development in Wilsonville, it makes sense for the City to begin planning for outward expansion into those areas and to coordinate such planning with Metro, the counties and the state.

Policy 2.2.1. The City of Wilsonville shall plan for the eventual urbanization of land within the local planning area, beginning with land within the Urban Growth Boundary.

Implementation Measure 2.2.1.g Urban sanitary sewer and water service shall not be extended outside the City limits * * *.

Public Facilities and Services, p. C-28

GOAL 3.8: To maintain coordination with neighboring cities, counties, Metro, ODOT local businesses, residents and transportation service providers regarding transportation planning and implementation.

Policy 3.8.1 The City shall work with the State, Metro, Clackamas and Washington Counties and adjacent jurisdictions to develop and implement a Regional Transportation Plan that is complementary to and supportive of the City's Plan while addressing regional concerns. The City expects a reciprocal commitment from the other agencies. This policy recognizes that there is a need for a collective and cooperative commitment from all affected agencies to solve existing and future transportation problems. The City will do its part to minimize

transportation conflicts, but it must also have the support of County, regional, State and Federal agencies to effectively implement this Plan.

Implementation Measure 3.8.1.a. The City shall advocate for the State, Metro, and Counties to improve regional transportation facilities which, due to inadequate carrying capacities, limit implementation of the City's Transportation Plan.

Land Use and Development: Environmental Resources and Community Design, p. D-25

Implementation Measure 4.1.5.b Help to preserve agricultural land by protecting the agricultural lands outside the Urban Growth Boundary, by guiding development within the boundary. Discourage long term agricultural uses within the urban boundary.

Implementation Measure 4.1.5.nn The City shall coordinate with and encourage the State and other appropriate agencies to assist in developing noise controls and mitigation measures.

Implementation Measure 4.1.5.oo Industrial and other potential noise generating activities will be located and designed so as to minimize noise conflicts with adjacent uses. The City will cooperate with DEQ and ODOT in establishing and where practicable assisting in enforcing noise control standards.

Implementation Measure 4.1.5.pp In reviewing all major residential, commercial, industrial and public facility uses, the City shall coordinate with DEQ to insure compliance with the Portland AQMA Plan and standards as well as other applicable regional, State and Federal air, water and environmental quality standards.

Implementation Measure 4.1.5.qq The City will further cooperate with the appropriate State and Federal agencies for enforcement of air, water, noise and other environmental quality standards.

Wilsonville Economic Opportunity Analysis Report, 2012, 2008

Vision and Goals, pp. 1-2

Goal 4

Encourage growth of compact employment and industrial development by increasing commercial and industrial job densities per acre within the Urban Growth Boundary to accommodate living wage jobs in concentrated developments in a land efficient manner, thus ensuring that the Metro UGB does not need to extend south of the Willamette River into the foundation agricultural lands of French Prairie. [footnotes omitted]

Goal 9 of the Oregon Statewide Planning Goals, Section 1, Chapter 812, Oregon Laws 2001

Local governments shall provide “Reasonable opportunities for urban residential, commercial and industrial needs over time through changes to urban growth boundaries.”

3.3 The City of Wilsonville supports initiatives that reclaim industrial “brownfield” sites in urban settings for productive re-use and that assists cities to develop existing industrial lands. These kinds of initiatives maximize the benefit from existing public resources and reduce the need for urban-growth boundary expansions to accommodate industrial development.

3.4 The City of Wilsonville supports the creation or extension of additional economic-development tools that cities may utilize as they wish, including implementing the Oregon Industrial Site Readiness Program that complies with current state law and making the state "Enterprise Zone" and similar designations available to more cities.

This proposed legislative agenda policy is supported by the following authorities:

Wilsonville Comprehensive Plan, 2013

Economic Development, p. D-3

> Industrial development is the basic element of economic growth as it produces goods for marketing, as well as being the primary employment generator.

Wilsonville Economic Opportunity Analysis Report, 2012, 2008

Emerging Regional Planning Issues, p. 11

> Effective economic development strategies must also confront challenges regarding cost effective delivery of adequate project-ready sites * * *
>
> At issue is the additional industrial land supply that was brought into the Portland Metro UGB in 2002 and 2004. While the majority of the new industrial land added by Metro to the UGB does not yet have adequate public roads, sewer, and water lines, the land supply increase will likely create a near-term industrial land surplus. Hence, Wilsonville must carefully evaluate prospective land absorption and return on public investment before making major fiscal expenditures aimed at increasing its project-ready industrial land base.

Wilsonville Economic Development Strategy, 2012

4.3 Next Steps, p. 26

> [T]here is now a broad technical and political consensus that Wilsonville's logical path for the development of new employment space is the Coffee Creek Area and, farther off, the Basalt Creek Area. But the cost of that development, the sources of funding, and the fiscal impacts on the City are not yet estimated.

3.5 The City of Wilsonville supports efforts that encourage development of a broad mix of housing types for residents of all income levels. The City specifically advocates for funding of state agencies and local governments to advance affordable housing efforts and related infrastructure.

This proposed legislative agenda policy is supported by the following authorities:

Equitable Housing Strategic Plan, 2020

Overview of Housing Needs, Pages 7 to 8

> Homeownership is out of reach for many residents. Entry-level homes and most other homes cost much more than what the average household can afford. A median renter household could afford homes valued between $221,000 and $252,000 if they had sufficient down payment resources, but the median housing price in Wilsonville was $454,500 as of February 2019.

One in ten Wilsonville households live in the city's 449 subsidized units, most of which are for families and seniors. However, despite Wilsonville's subsidized housing stock, almost a quarter of all households in the city are housing cost-burdened, meaning they spend more than 30% of their income on housing. Eight out of ten Wilsonville households earning less than $50,000 per year are cost burdened.

Future Wilsonville residents will be more diverse in race, ethnicity, and age than current residents. To support them, the City will need to continue to provide a wide range of housing types at a variety of price points. Baby Boomers, Millennials, and Latinx families will be increasingly important groups seeking affordable housing options, but they will have different preferences for unit types and sizes. Attached single-family and multifamily units will likely be the most affordable choices for people seeking less expensive options. The City will need to continue to enable the development of a range of missing middle, cottage cluster, and multifamily developments, and support the inclusion of affordable family-sized units.

Policy Objectives, Page 12

To guide development of the Plan, Council developed a set of policy objectives. These objectives drew from adopted policies and priorities, stakeholder input, and feedback from the Planning Commission and Equitable Housing Task Force. These objectives set the course for the City's actions to improve equitable access to a range of housing in Wilsonville and address the identified needs within the city:

1. Greater availability of a diversity of housing types for a full range of price points to serve the community.
2. Increased partnerships with nonprofit and for-profit housing developers.
3. New and expanded affordable homeownership opportunities, especially for first-time homebuyers.
4. Reduced risk of housing displacement.
5. Targeted housing opportunities in areas with access to services and public transit.
6. Maintenance and expansion of quality subsidized affordable housing stock.
7. Implementation of all housing policies through a lens of social equity and inclusion.

Wilsonville Comprehensive Plan, 2018

Land Use and Development: Residential Development, Pages D-14 to D-18

"Housing is a basic human need which concerns everyone. With today's housing costs, satisfying this basic need is becoming an increasingly difficult task."

"Many members of the community's sizable work force still cannot afford to live in Wilsonville because of their incomes and the lack of affordable housing."

Policy 4.1.4 The City of Wilsonville shall provide opportunities for a wide range of housing types, sizes, and densities at prices and rent levels to accommodate people who are employed in Wilsonville.

Implementation Measure 4.1.4.b Plan for and permit a variety of housing types consistent with the objectives and policies set forth under this section of the Comprehensive Plan, while maintaining a reasonable balance between the economics of building and the cost of supplying public services. It is the City's desire to provide a variety of housing types needed to meet a wide range of personal preferences and income levels. The City also recognizes the fact that adequate public facilities and services must be available in order to build and maintain a decent, safe, and healthful living environment.

Implementation Measure 4.1.4.d Encourage the construction and development of diverse housing types, but maintain a general balance according to housing type and geographic distribution, both presently and in the future. Such housing types may include, but shall not be limited to: Apartments, single-family detached, single-family common wall, manufactured homes, mobile homes, modular homes, and condominiums in various structural forms.

Implementation Measure 4.1.4.g Coordinate housing development with the social and economic needs of the community.

Implementation Measure 4.1.4.h Require new housing developments to pay an equitable share of the cost of required capital improvements for public services.

Implementation Measure 4.1.4.j The City shall have a diverse range of housing types available within its City limits.

Implementation Measure 4.1.4.k The City shall adopt specific goals for low and moderate cost housing to ensure that sufficient and affordable housing is available to households of all income levels that live or have a member working within the City of Wilsonville.

Implementation Measure 4.1.4.p In an effort to balance residential growth with the City's employment base, the City shall encourage the development of housing to meet the needs of the employees working in the City.

Wilsonville Residential Land Study, 2015

Factors Affecting Housing Need, Page 17

Aging of the Baby Boomers: People 60 and older are the fastest growing age group in the Portland

Region. By 2040, 23% of the region’s population is forecasted to be 60 and over, up from 14% in 2000. *Implications for Housing:* Need for smaller, lower-cost housing near transit access and urban amenities such as shopping and health care services.

Aging of the Millennials: Wilsonville is successful at attracting young, working age people. The biggest question, with implications for Wilsonville’s future housing needs, is whether younger people who move to Wilsonville for rental opportunities will continue to live in Wilsonville if they are ready to become homeowners. *Implications for Housing:* Need for low-cost ownership opportunities with high quality of life. (Millennials’ incomes will increase as they age, but the impact of the Great Recession is unclear.)

Continued Growth of the Hispanic/Latino Population: Growing at more than 9% per year, the Hispanic/Latino population is Wilsonville’s fastest growing racial or ethnic group. Nationwide, the Hispanic/Latino population is predicted to be the fastest growing racial/

ethnic group over the next few decades. *Implications for Housing:* Need for larger, lower-cost renting and ownership opportunities for larger households with more children and multiple generations.

■ Workforce Development

3.6 The City of Wilsonville supports adequate funding for institutions of higher education in order to provide more comprehensive workforce development opportunities for future and current employees of industrial employers.

3.7 The City of Wilsonville supports efforts to improve the overall quality of K–12 education, and in particular to strengthen Science-Technology-Engineering-Math (STEM) education, as well as post-secondary education that prepare tomorrow's workforce.

This proposed legislative agenda policy is supported by the following authorities:

Wilsonville Economic Development Strategy, 2012

Table 4-1. Summary of Actions

Action 4.2. Adopt a policy demonstrating support for Oregon Tech

The City Council will adopt a policy that expresses the City's willingness to collaborate with Oregon Tech to help it succeed in its mission of training and education and also supporting other institutions of higher education.

Action 4.1. Connect businesses with organizations involved in workforce training and education

The City recognizes the importance of workforce training and education in having a skilled workforce that can meet the needs of businesses. City staff have established working relationships with businesses and with workforce development and educational organizations, including the Art/Tech High School, Wilsonville High School, Clackamas Community College, Pioneer Pacific College, and Oregon Tech.

Action 4.2. Adopt a policy demonstrating support for Oregon Tech and other institutions of higher education

What is the action?

The City Council will adopt a policy that expresses the City's willingness to collaborate with Oregon Tech to help it succeed in its mission of training and education and also supporting other institutions of higher education.

Why is the City doing it?

The City recognizes the importance of having local opportunities for workforce training and higher education within the City. The City recognizes the significant opportunities that result from having a highly regarded university (Oregon Tech) consolidating its metropolitan campuses in Wilsonville. Oregon Tech's specialized technical training will be a valuable economic development tool, giving Wilsonville one more competitive advantage. The City is

committed to making Oregon Tech's relocation successful and to helping businesses in Wilsonville benefit from the opportunities resulting from having Oregon Tech and other institutions of higher education in the community.

Wilsonville Economic Opportunity Analysis Report, 2012, 2008

Vision and Goals, p. 1

Goal 2

Encourage expansion of existing business clusters such as…secondary education.

Emerging Regional Planning Issues, p. 10

Another challenging issue that may increase institutional land demand in Wilsonville is the perceived lack of workforce training and higher education institutions that can meet the hiring needs of larger employers. The perception is that in-migration of labor into the Portland Metro Region will continue to fill the perceived "gap" in providing a well educated work force. The Portland Metro Region could fill this void with the development of world class institutions, such as Oregon Health Science University (OHSU). New or expanded satellite campuses for higher education that offer both two and four-year college degree programs will be needed over the 20-year planning horizon. Wilsonville has an advance start on this with Pioneer Pacific College and Clackamas Community College's Wilsonville Training Center. Transportation system facilities provide access to educational institutions in the greater Metro area.

Quality of Life, p. 13

Excellent schools…make Wilsonville a desirable place to live.

Recent investments in higher education in Wilsonville by the Oregon State University and Clackamas Community College are important for local quality of life and workforce training. These investments in higher education will be necessary to help maintain a well trained local labor pool.

Industry Clusters Analysis: Target Industries, p. 26

• Health Care and Secondary Education. As the regional hub with excellent local quality of life and small town atmosphere, Wilsonville has an excellent opportunity to provide expanded health services and additional two-year and four-year advanced degree programs for the local and regional population. Both of these sectors are currently under-represented job sectors in Wilsonville, but appear to have excellent long-term growth potential.

Resolution No. 2269, A Resolution Of The City Of Wilsonville Supporting The 2011 Legislative State Bonding Request Of The Oregon Institute Of Technology, Also Known As "Oregon Tech," January 20, 2011

NOW, THEREFORE THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

1. The Wilsonville City Council hereby endorses and supports the 2011 legislative state bonding request of the Oregon Institute of Technology (OIT), also known as "Oregon Tech."

4. ENVIRONMENTAL IMPACT

4.1 The City of Wilsonville supports the protection of the environment and important natural resources for the benefit of human health, quality of life for citizens, recreational opportunities, and wildlife habitat.

This proposed legislative agenda policy is supported by the following authority:

Wilsonville Comprehensive Plan, 2013

History of Local Planning Efforts, Page Intro – 2

> Almost immediately after incorporation, the newly-formed City began work on a General Plan that was intended to help the City preserve the natural qualities of the area, while also ensuring efficient land use as development occurred.

Storm Drainage Plan, p. C-8

> Implementation Measure 3.1.7.d Major natural drainage ways shall be retained and improved as the backbone of the drainage system and designated as open space… Remnant creek channels, which previously carried water that has since been diverted, shall be evaluated for their wildlife habitat value before being selected for use as drainage ways.

Parks/Recreation/Open Space, pp. C-13 – C-14

> The 1971 General Plan and the 1988 Comprehensive Plan sought to:
>
> 1. Preserve the natural integrity of the Willamette River. Provide for frequent contact with the river. Encourage development of an adequate park and recreation system which would contribute to the physical, mental and moral health of the community.
>
> * * * * *
>
> Policy 3.1.11 The City of Wilsonville shall conserve and create open space throughout the City for specified objectives including park lands.
>
> Implementation Measure 3.1.11.a Identify and encourage conservation of natural, scenic, and historic areas within the City.
>
> Implementation Measure 3.1.11.c Protect the Willamette River Greenway from incompatible uses or developments.
>
> Implementation Measure 3.1.11.i Develop limited access natural areas connected where possible by natural corridors for wildlife habitat and watershed and soil/terrain protection. Give priority to preservation of contiguous parts of that network which will serve as natural corridors throughout the City for the protection of watersheds and wildlife.
>
> Implementation Measure 3.1.11.j Identify areas of natural and scenic importance and where appropriate, extend public access to, and knowledge of such areas, to encourage public involvement in their preservation.
>
> Implementation Measure 3.1.11.k Protect the river-connected wildlife habitat.

Land Use and Development, p. D-1

The last section deals with resource areas and natural hazards and it discusses the City's intention to protect environmental resources… The design criteria ensure the protection of significant natural resources and enhance the visual attractiveness of the community.

General Development, p. D-5

The City has historically focused considerable attention on economic development without losing sight of the importance of protecting natural resources and developing attractive residential neighborhoods. The City has a well-established history of designating and protecting open space areas. Wilsonville residents also voted to support regional efforts to acquire large tracts of open space outside the City.

Commercial Development, p. D-12

Implementation Measure 4.1.3.g Encourage energy-efficient, low-pollution industries.

Environmental Resources and Community Design, pp. D-21, D-22, D-24, D-25, D-26, D-29

In nature, there is a balanced system of events and processes that affect and shape the land on which we live. Because these processes continually and ultimately affect land and property, it follows that we should respect these natural processes in making land use decisions. For example, unless mitigated, it would not be wise to make a land use decision that encourages subdivisions to be built in areas that are known to flood.

* * * * *

The City has identified significant natural resource areas that warrant special use management consideration in order to preserve water quality, visual quality, and sensitive wildlife habitats.

* * * * *

In combination, these Policies and Implementation Measures form the foundation for an integrated community design that preserves the integrity and aesthetic quality of the natural environment while allowing for development… As the City has become more urban, there remains a desire to create the sense of openness and to preserve natural features, while allowing for higher density development, as expected in urban areas.

* * * * *

Noise, water quality, and air quality affect our health, our economic interests and quality of life. High noise levels affect a person's mental and physical well being and ability to work. Poor water and air quality can be a health hazard. Because of their complexities, air and water quality and noise control require both local and regional action. A regional and urban growth boundary has been established to concentrate urban growth within a specified area and to reduce sprawl. Wilsonville is within the regional growth boundary. While urban growth will be contained by the boundary, the boundary, without the necessary safeguards (such as performance standards), could simultaneously exaggerate and concentrate urban pollution.

* * * * *

Policy 4.1.5 Protect valuable resource lands from incompatible development and protect people and property from natural hazards.

Implementation Measure 4.1.5.b Help to preserve agricultural land by protecting the agricultural lands outside the Urban Growth Boundary, by guiding development within the boundary.

Implementation Measure 4.1.5.f Ensure protection of Water Quality and Flood Management Areas and Habitat Conservation Areas pursuant to Title's 3 and 13 of the Metro Urban Growth Management Functional Plan.

* * * * *

Implementation Measure 4.1.5.k Develop open, limited, or restricted access natural areas connected where possible by natural corridors, for wildlife habitat, watershed, soil and terrain protection. Preservation of contiguous natural corridors throughout the City for the protection of watersheds and wildlife will be given priority in land use decisions regarding open space.

Implementation Measure 4.1.5.l Identify areas of natural and scenic importance and give them priority in selection of public open space. Where legal rights of access have been acquired, extend public access to, and knowledge of such areas, in order to encourage public involvement in their preservation.

Implementation Measure 4.1.5.m Protect the river-connected wildlife habitat and encourage the integration and inter-connection of the Willamette River Greenway to open space areas of the City. Continue to regulate development within the Greenway boundaries. Provide for public access to the river only through and within the City parks or other properties intended for public access.

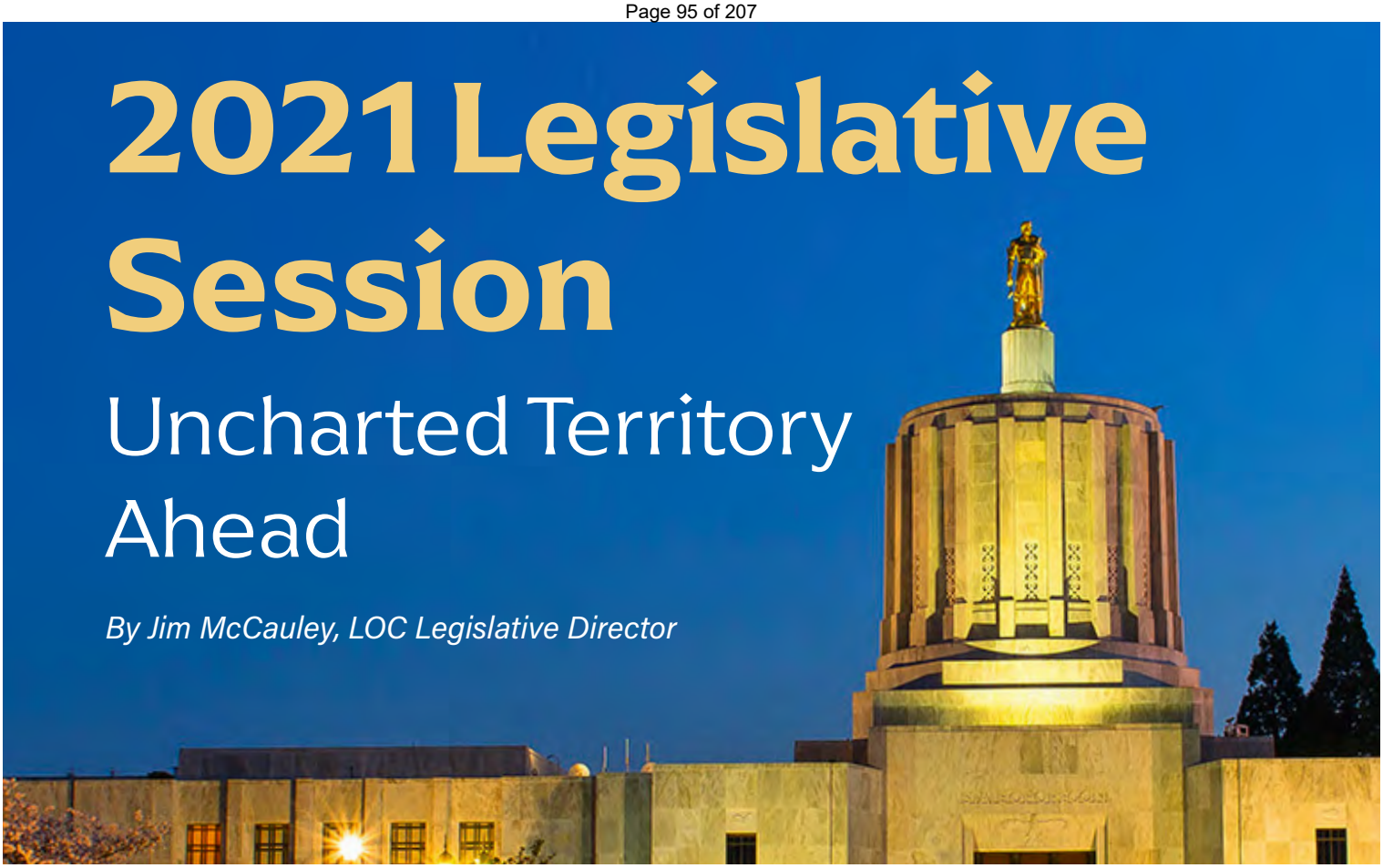
* * * * *

Implementation Measure 4.1.5.hh Minimize the impact of urban development on adjacent rural and agricultural lands. A combination of open space and low density land use designation may be employed.

2021 Legislative Session

Uncharted Territory Ahead

By Jim McCauley, LOC Legislative Director



Lobbying efforts after the 2020 short session were literally flipped upside down due to the world-wide Coronavirus pandemic. For the LOC's intergovernmental relations team, along with much of the LOC staff and city leaders statewide, the pandemic response has been a 24-7 overlay on our legislative focus. Our efforts throughout the spring were focused on identifying needs of cities across Oregon following a series of executive orders issued by Governor Brown to control the spread of COVID-19 and respond to the public health emergency. Since the pandemic took hold in Oregon, there have been 54 executive orders, 10 Emergency Board hearings, two special sessions, and two line-item vetoes by the governor. These numbers illustrate the extent of decision making that has occurred during this crisis, and the mechanisms used by leadership for determining funding priorities, policy direction, and overall response to COVID-19. While the Legislature is set to convene its next regular legislative session at the end of January 2021, we fully expect additional emergency board hearings and the possibility of another special session before the end of 2020 as the state works to respond to the late season wildfires, while also making sure all federal pass-through funding, via the Coronavirus Relief Fund, is spent before the end of the year.

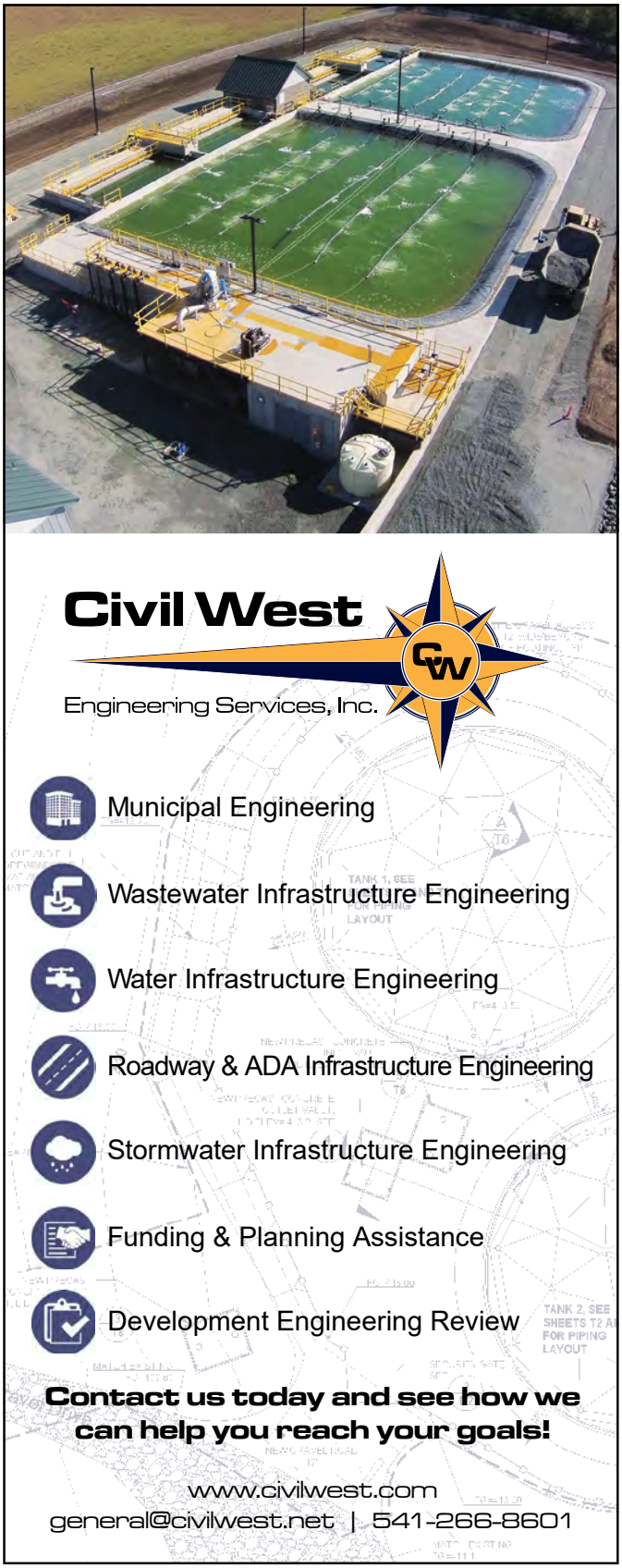
Throughout this spring, the LOC's seven policy committees met remotely to identify policy recommendations. Twenty-six policy recommendations were compiled on a ballot that was forwarded in June to the full LOC membership. Each city was asked to identify which of the 26 policies were a top priority. Based on the voting and approval by the LOC Board in August, six legislative priorities will be the focus of the LOC advocacy efforts in 2021. In addition, the LOC Board added a seventh priority at its October meeting related to disaster relief and recovery. To this end, the LOC will be supporting legislation that improves recovery and rebuilding efforts in response to recent wildfires and other disasters, such as floods. The final seven legislative priorities are detailed in the following pages to provide greater detail on the specific issue behind each and the LOC's position on that issue.

In addition to the seven legislative priorities, the LOC Board adopted an overarching organizational priority that will be a focus for both grassroots advocacy between cities and their respective legislators and for the LOC's advocacy team to use as a key message with legislative leadership and the governor's office. The purpose of this organizational priority is to make it clear to the state that cities play an integral role in providing critical core services to our citizens—but are being too asked to do more with fewer resources. We have seen unfunded mandates, attacks on local revenues, and preemption of local control in past legislative sessions. Many cities are facing significant budget challenges that have been exacerbated by recent events, but the need for critical core service delivery remains, and is even more important due to these unprecedented times. The LOC is urging the state to partner with us and, more importantly, to avoid legislation that could further diminish a city's ability to meet core service delivery and address the challenges of city budgets. As

part of this organizational priority, the LOC team will be communicating the following specific principles:

- **Avoid Unfunded Mandates.** In past years, and as a result of legislative action, cities have been inundated with mandates that require additional resources to implement new programs or work without the necessary funding to support these new programs and workload. As a result, city resources are shifted away from important core service delivery.
- **Preserve Local Decision-Making and Problem-Solving Authority.** Local control and decision-making remain core functions of local government and must be preserved in order to most effectively address challenges that Oregonians face. What works in one city may not work in another. While cities often experience similar overall challenges, the factors that drive those challenges are often unique, and, as a result, solutions should be tailored to address the unique aspects of each community.
- **Preserve Local Revenue Streams.** Only a few tools are available for cities when it comes to funding essential, local services. It's critical that cities remain in control of finite resources from state shared revenues, franchise/right-of-way fees, lodging taxes, system development charges, rate revenues and property taxes. These revenue streams should be preserved at all costs. Cuts or limitations to these revenue resources represent cuts to the core services that our citizens rely on and expect.
- **Serve in a Supportive Role to Provide Local Tools and Resources.** We ask the state to partner with us to recognize the budget realities and constraints of local governments, and to work with us to identify opportunities for targeted investments and tools to address needs at the local level. The cost of providing services has increased, and revenues have not kept pace.
- **Avoid Shifting Additional Costs onto Local Government Partners.** Decreased general fund and lottery revenues could result in further shifting of state programmatic costs onto local governments. This includes programmatic and agency funding that currently relies on a split of general fund and fees that may be paid by local governments. Any increase in fees to support state programs should be accompanied by an equitable increase in general fund investment. Increased costs to local governments mean increased costs for our citizens, or further cuts to the services they rely on.

The most important resource LOC member cities can provide is grassroots advocacy and communication outreach with state elected leaders in your communities. It is critical that you continue efforts to reach out to legislators and focus on educating them about your city's priorities along with the LOC's work for 2021. Your past communication efforts have slowed the legislative decision-making process, opened opportunities to either fix poor legislation, or stop efforts in their path. The LOC's advocacy team will need this kind of effort in advance of the 2021 session, and certainly during legislative deliberations that are expected when the Legislature convenes for the 2021 session.



1 Mental Health Service Delivery

While the measurements are subjective and not in general agreement, most surveys of behavioral health and alcohol and drug addiction service availability place Oregon near or at the bottom of national rankings. As a result, Oregon ranks third in the nation for alcohol-related deaths, and above the national average in suicides. Anecdotally, most police chiefs that have participated in LOC conversations on this topic report a growing number of calls for service stemming from people in mental health crisis. The COVID-19 pandemic has exacerbated some of these issues, with the Portland Police Bureau reporting a 41% increase in suicide related calls (including attempts and threats) compared to this time last year.

To address this ongoing crisis, the LOC, through its General Government Committee and a vote of its membership, proposes the following objectives to improve behavioral health service delivery:

- **Investment:** The state of Oregon has never invested sufficiently in behavioral health services. The LOC will work to ensure that Oregon appropriates sufficient funds in the various agencies that provide behavioral and A&D services.
- **Decriminalize Mental Health:** Currently, there is not enough bed capacity to accommodate every person in a mental health crisis that presents a danger to themselves or others. A priority for the LOC will be diverting mentally ill persons away from jail and into treatment beds or respite care.
- **Alcohol Availability:** Oregon sells beverages through the Oregon Liquor Control Commission for as low as $6.39 for 750 ml of 80 proof products. Additionally, high alcohol malt beverages and fortified wine are available at low prices in grocery and conveniece stores. A minimum price for an International Unit (IU) of alcohol (8 grams of pure spirit) should reflect the cost public agencies incur from alcohol-related public health and safety expenses. Reasonably increasing the price will result in decreased consumptions and increase resources to cities and other service providers.
- **Mental Health Parity:** While Oregon does require health insurers to provide mental health parity in their coverage, meaning that it should be treated differently than physical health needs, implementation of the law remains a problem. Persons with mental health needs who have coverage continue to have challenges getting treatment approved. The LOC will work with providers to provide greater access to treatment by ensuring true parity.

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john@thechinookinstitute.org 503-304-9401

2 COVID-19 Economic Recovery Investments

Priority

The LOC will advocate for continued economic recovery strategies and investments for small business and workforce assistance in response to the economic impacts of the COVID-19 pandemic. Cities have been on the front-line of the economic response to the pandemic, standing up programs for small business assistance and economic support for affected workers. Many cities have little or no ability to help residents due to COVID-19 related revenue losses (lodging tax, gas tax, park fees, development fees, parking fees, utility charges, and so on). City elected officials know the needs of their individual communities and want to partner with the state in helping our residents through this difficult time, but need resources.

Background

The COVID-19 pandemic has had a devastating impact on Oregon's small businesses and workforce. While the federal government and the state have made investments to support small business and their workers, more resources will be needed to support long-term economic recovery for Oregon's communities. The largest federal program for business support was the Paycheck Protection Program, and while 66,000 Oregon businesses were able to access these funds, the program was only intended to cover eight weeks of limited expenses. Unemployed workers received an additional $600 in weekly unemployment benefits, but those supplemental benefits only lasted through the end of July. Despite significant gains since unemployment peaked at 14% in April, about 7.5% of Oregonians were still unemployed as of the September revenue forecast. Lower income workers have been disproportionately affected, and this is likely to be exacerbated going into the winter if there is a second wave of infections that leads to additional business closures.

Desired Outcome

The LOC will continue to work in coordination with the business community and state and local economic development partners to advocate for long-term recovery and economic development support. This is likely to take several forms:

- Cities will need additional resources as federal Coronavirus Relief Fund monies and state matching programs will be exhausted by the end of the year. The LOC will work to make sure new resources allow for flexibility so cities can get the funds where they are needed most.
- Existing business incentive programs may need modification to reflect new economic realities. One example is the enterprise zone program, which will likely need allowances to prevent businesses that have suffered COVID-19 related employment losses from being disqualified from the program.
- Displaced workers will need continued assistance, and the LOC will support programs at both the state and local level to assist residents with necessities including food, housing, and utility assistance.



3 Comprehensive Infrastructure Package

Infrastructure investment can play an important role in overall economic recovery, revitalization and job creation.

City needs for infrastructure investment have continued to increase over the course of many decades, and the cost of infrastructure projects has increased as well. This has resulted in a backlog of critical infrastructure maintenance and improvements that are necessary to ensure ongoing community livability, and to support expanded capacity resulting from population growth and higher density housing options. Cities, especially those with smaller populations, simply can't afford to fund needed infrastructure investments alone. Historically, the LOC has worked with the state to ensure investments in infrastructure result in family-wage jobs, fair labor standards and important environmental protections. And while these shared values are important to preserve, we are finding that increased costs associated with some projects mean that some communities will simply be unable to afford to make investments in infrastructure on their own.

In order to better address this ongoing need and opportunity for economic recovery, the LOC will advocate for an increase in the state's investment in key infrastructure funding sources, including, but not limited to, the Special Public Works Fund (SPWF), the Brownfield Redevelopment Fund, and the Regionally Significant Industrial Site loan program. The LOC's advocacy will include seeking an investment and set-aside through the SPWF for seismic resilience planning and related infrastructure improvements that will help make Oregon water and wastewater systems more resilient.

In addition, the LOC will focus on targeted investments to support the following infrastructure needs:



2021 Legislative Session

Broadband Infrastructure

The deployment of broadband and telecommunications networks and services (public and/or private) throughout Oregon is critical to economic development, education, health and safety and the ability of residents to be linked to their governments. It is estimated that 5% of Oregon's population (about 200,000 Oregonians) does not have access to broadband. A significant barrier to the deployment of broadband infrastructure is funding. Cities need additional funding and support from various sources, including the state and federal government, allocated for increased or new, reliable, low latency broadband infrastructure that reaches speeds of at least 25 Mbps download and 3 Mbps upload or any updated speed standards as adopted by the FCC. Fiber broadband connections will be the backbone of newer technology, so it must be invested in now so that the digital divide is not exacerbated, and areas without a broadband connection do not continue to be left behind.

Additionally, the LOC will work to increase the state technical assistance programs and resources available to cities on broadband planning. Many federal grant programs require localities to have a broadband strategic plan in place before they are eligible for funds. In 2019, HB 2173 created the Oregon Broadband Office within Business Oregon. This office is charged with developing broadband investment and deployment strategies for underserved areas, promoting public-private partnerships, supporting local broadband planning, advocating for policies that remove barriers to broadband deployment, and helping communities access federal and state funds. However, the Oregon Broadband Office is staffed by one person. Additional investment in staffing resources for this office would help provide cities with broadband technical assistance that is needed.

Long-Term Transportation Infrastructure Funding

The LOC will be supporting opportunities for expanded transportation investment related to projects and policy choices that increase resources available to local governments. With the passage of the $5.3 billion transportation package during the 2017 session, Oregon's Sate Highway Fund has continued to grow as the Legislature nears its full revenue implementation in 2024. This has meant additional funding for local governments, with a distribution formula that is split 50-30-20 between the state, counties, and cities. The additional $5 million small city allotment program for cities with a population less than 5,000 has provided important funding for local projects.

Drinking Water & Water Quality Investments

In 2016, the LOC surveyed its membership to better understand infrastructure needs associated with the provision of drinking water, wastewater and stormwater services. That survey, which will be updated in late 2020, identified more than $7.6 billion in overall need for water-related infrastructure. The survey showed that Oregon's cities were facing unrealistic funding scenarios, with per capita needs ranging from $2,500 in larger cities to $10,600 for smaller cities.

The LOC will pursue additional funding through the state's Special Public Works Fund, which provides assistance through Business Oregon for a variety of public infrastructure needs, and will explore state bonding capacity opportunities for water-specific infrastructure needs. In addition, the LOC will pursue targeted grant funding assistance that will benefit smaller communities. This includes additional funding to conduct rate studies, feasibility studies and funding to help communities comply with new regulatory requirements.



4 Property Tax Reform

Priority

Systemic reform of the state's property tax system has been a longstanding priority for the LOC, and 2021 will again see us advocating in this area. As part of the Legislature's work in 2019, we saw passage of the Corporate Activities Tax, which will bring a significant new funding source for schools and take pressure off the state budget. Local budgetary challenges persist, and the Legislature must now refer a constitutional measure to voters to allow cities and other local governments to adequately fund the services that residents demand. The LOC is not seeking property tax revenue increases from the Legislature for cities or other local government taxing districts. That must remain a local choice for local elected officials and voters, as each community across the state has different needs and revenue circumstances. Instead, the LOC's priority is to ask the Legislature for reforms to the property tax system that would reestablish tax fairness and allow local governments to make real tax choices again. The current caps, permanent rates and growth limits have hamstrung communities arbitrarily. The result has been more city fees, deferred maintenance, and service cuts because cost increases are outpacing revenues. The limits of Measures 5 and 50 on the property tax system simply do not allow cities to work effectively. The LOC will ask the Legislature for reform to allow the property tax system to work again.

Background

Property taxes are the largest source of revenue for cities, with $1.51 billion imposed in FY 2019-20. Property taxes play a vital role in funding capital projects and the essential services that cities provide, including police, fire, roads, parks and more. They are also a key revenue source for counties, special districts, and school districts. Property tax revenues have been outpaced by rising costs due to the harsh limits and restrictions on the property tax system. This system is broken and in need of repair due to Measures 5 and 50, which are both now more than 20 years old. The tale of two houses (and two businesses) is the norm—this is the phenomenon of two properties with similar values having widely disparate tax bills. Compression is also the norm for most taxing districts—this is the phenomenon of voters approving tax increases, but the tax bill getting reduced due to Measure 5 limits.

Desired Outcome

The LOC will take a leadership role in forming coalitions with the business community and other local government partners to help draft and advocate for both comprehensive and incremental property tax reform option packages that are consistent with principles adopted by its board of directors. The LOC will remain flexible to support all legislation that improves the system, with a focus on a property tax package that includes, but may not be limited to these elements:

- To restore local choice, a system that allows voters to adopt tax levies and establish tax rates outside of current limits and not subject to compression (requires constitutional referral).
- To achieve equity, a system that has taxpayers' relative share tied to the value of their property, rather than the complex and increasingly arbitrary valuation system based on assessed value from Measure 50 (requires constitutional referral).
- To enhance fairness and adequacy, a system that makes various statutory changes, some of which would adjust the impact of the above changes. For example, as a part of comprehensive reform the LOC supports a new reasonable homestead exemption (percentage of Real Market Value with a cap) but also supports limiting or repealing various property tax exemptions that do not have a reasonable return on investment.

5 Housing and Services Investment

Priority

The LOC will support increased investments for affordable housing, homeless assistance, and related services, including funding for: shelter, homeless services, case management, rent assistance, the development and preservation of affordable housing, and permanent supportive housing.

Background

Cities large and small were facing escalating rates of homelessness well before the COVID-19 pandemic began and wildfires damaged multiple communities. The resulting loss of homes and continuing economic downturn will only increase the number of Oregonians facing eviction or experiencing homelessness. State general fund programs like the Emergency Housing Assistance (EHA) program and State Homeless Assistance Program (SHAP) have seen record investments in previous legislative sessions, and significant resources have recently been dedicated to housing and shelter in response to COVID-19 and wildfire. Meanwhile, Oregon's lack of available housing, high rents and high home prices continue to cause housing instability and challenge communities' ability to thrive.

The Legislature has also made record investments to fund the LIFT affordable housing development program and preserve Oregon's existing affordable housing infrastructure. Permanent Supportive Housing is a key strategy for ending chronic homelessness that reduces downstream costs to public systems like public safety, emergency health care and corrections. The 2019 Legislature invested over $50M to stand up a three-pronged permanent supportive housing program that includes:

- Development costs to build;
- Rent assistance to keep units deeply affordable; and
- Wrap-around services that are key to ensuring residents' long-term stability.

The state should continue investing in this model to bring more Permanent Supportive Housing across the state and ensure that the housing developed with the original $50M continues to receive the necessary ongoing funding for rent assistance and supportive services.

Desired Outcome

Recognizing that there is no single solution to solving Oregon's housing challenges, the LOC will advocate for additional state resources across the housing spectrum to address the most pressing housing issues facing Oregon today.



6 Water Utility Rate and Fund Assistance

In response to economic impacts associated with the spread of COVID-19, many of Oregon's drinking water and wastewater utility providers have offered additional assistance to ratepayers. Water utility providers, for example, temporarily ceased water service shut-offs (disconnections) for nonpayment or past due bill collection.

However, impacts associated with residential ratepayer revenue losses and decreased water consumption from businesses that have either closed or limited operations has resulted in concerning revenue and budgetary impacts for many Oregon water and sewer utility providers. Some of these utilities have outstanding debt from prior infrastructure investments, and have expressed concerns that reductions in revenue may impact their ability to make required debt payments in the future.

In addition, the economic hardships that are being experienced by many Oregonians, especially in low-income and minority communities, will be ongoing–highlighting the need for additional ratepayer assistance investments that focus on equity and Oregon's most vulnerable populations. Prior to COVID-19, water and sewer affordability has been an issue and concern for many cities and for ratepayers. While there are state and federally-funded low-income assistance and weatherization programs for home heating, there are no state or federally funded programs for water or sewer assistance. Many local governments have local low-income assistance programs, but the funding that is necessary to support those programs comes from ratepayer dollars. As a result, many cities feel limited to increase investments in ratepayer assistance programs, as this will only result in additional rate increases, potentially worsening the affordability challenge.

The LOC will work to identify funding for water utility ratepayer assistance and will work to establish a framework for the distribution of funds. In addition, the LOC will seek to ensure that any assistance programs are targeted to acknowledge existing inequities, especially for Black, Indigenous, other communities of color and for rural Oregonians.

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During the time of uncertainty and continual adaptation, Executech has been the one reliable constant. They are quick to respond, confident in assessment, and big picture thinkers. Many thanks to the whole Executech team.

Nichole Rutherford
Finance Director
City of Coos Bay



IT Support
Cloud Services
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7 Responding to Natural Disasters

Priority

The League will advocate for adequate resources from state and federal sources to respond to recent and future impacts of natural disasters in communities.

Background

The full impacts of the late season wildfires will have long-lasting impacts in communities throughout Oregon. While the initiative to recognize the importance of supporting communities devastated by wildfire, fire was not the only natural disaster identified or experienced by communities in Oregon. Flooding has presented challenges to communities in Oregon ranging from coastal cities such as Tillamook, the mid-Willamette Valley, and in 2018 and 2019 floods along the Grande Ronde and Umatilla rivers threatened many communities from La Grande, Pendleton, Milton-Freewater, and Hermiston.

LOC will advocate on behalf of impacted communities for legislation that provides additional resources, efficiency in recovery and rebuilding efforts, support of long-term economic recovery efforts, budgetary flexibility, and re-investment in infrastructure lost due to wildfire, floods and other natural disasters.

Desired Outcome

Investments in infrastructure upgrades, repairs and resiliency will help rebuild communities, better ensure equity and access to critical services, protect public health and the environment, improve community resiliency and promote economic recovery. LOC is hopeful through our advocacy we can provide additional tools and support existing programs that allow communities to rebuild and reduce the impacts and risk of natural disasters.

**The LOC board approved the addition of Responding to Natural Disasters as a legislative priority for the 2021 session at the October board meeting.





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How Should Local Officials Communicate with Their State & Federal Representatives?

While the LOC works tirelessly to protect and defend the interests of Oregon's 241 cities in both the state Legislature and U.S. Congress, the voice of locally elected officials sometimes has a larger impact on state and federal legislators. When mayors and councilors communicate their support for LOC priorities, it can change the way state and federal legislators vote.

Writing, emailing, calling and face-to-face meetings are all effective ways to communicate your message to elected officials. The following communication tips will assist you in working with state and federal elected officials.

1. How Do I Deliver My Message to State and Federal Elected Officials?

First, and most importantly, get to know your legislators, U.S. Senators and Representatives. This should include getting to know their staff—it's the staff that will help you identify the best way to communicate with the elected officials themselves. Second, calling your elected officials directly is effective when you need to get a message across quickly. Writing your official is also helpful but should be reserved for those instances when the issue you are concerned about does not require an immediate response. Finally, meeting with your elected officials is an essential part of any advocacy effort. Like you, state and federal elected officials have busy schedules. As such, when you do have an in-person meeting with these officials, your message should be concise and quickly delivered. Generally, state and federal elected officials have time for meaningful and lengthy in-person meetings when they are home in their districts or when the Legislature or Congress are not in session.

2. What are the Do's and Don'ts of Calling State and Federal Elected Officials?

When calling state and federal elected officials, the LOC recommends you do six things:

- **Ask to speak with the elected official directly.** If they are not available, ask to speak with the appropriate staff person who is working on the issue. Staff has the elected official's ear and is often very knowledgeable about the details of your issue. Remember, at times, the elected official's staff may be your greatest ally.
- **Know what you want to say and be concise.** Cover your main points early in the conversation.
- **Leave your name, city and telephone number.** This will make it easier for the elected official's staff to get back to you with the information on the issue.
- **Ask the elected official for their position on the issue.** If you talk with staff, let them know that you need them to get back with you regarding the elected official's position on the issue.
- **Thank them for their time.** Make sure you thank the elected official, or their staff, for the time they've provided you. Ask if you can provide additional information or be helpful in any way. Thanking the official, or staff, for their time should include sending them a short, written thank you note, which includes a concise summary of your position on the issue.

During your conversation with state and federal elected officials, *do not bluff.* If you are asked a question that you cannot answer, advise that you will get back to them and then follow up in a timely manner.

3. What are the Do's and Don'ts of Meeting with State and Federal Elected Officials?

When meeting with state and federal elected officials, LOC recommends you do four things:

- **Call first for an appointment, and ask for the appointment to be with the elected official.** Make sure you call and schedule an appointment; do not just show up at the official's office. When you schedule the appointment, you should explain the purpose of your visit and make it clear that you want to speak directly with the elected official. If the elected official cannot meet with you personally, ask to schedule an appointment with the staff person handling the issue you wish to discuss. It's equally helpful if you make the meeting convenient for the elected official, for example, scheduling it to occur at the official's office.

- **Bring any relevant material with you to the meeting.** Make sure you bring any relevant materials, documents and data with you to meeting. If you have a business card, make sure you bring one and leave it with the official.
- **Be efficient, articulate and respectfully tenacious.** The meeting should be brief and concise. If you are with a group of people, you may want to designate one spokesperson. You should be respectfully tenacious during your conversation, but do not show discouragement or angst. When the meeting concludes, ask the official if they will support or oppose the legislation you have been discussing.
- **Write a thank you note and make sure you follow up.** When the meeting concludes, please make sure you send the elected official or staff a thank you note. Even if the elected official does not support your position, it is still important to thank the official for their time and consideration. Use the thank you note as another opportunity to state your position. Always follow up and make it clear that you will assist in any way you can to make your position understood and supported.

Do not get defensive if the elected official or their staff don't support your position. As an elected official yourself, you understand better than anyone the difficult job state and federal elected officials are doing. Condescending, threatening or intimidating communications will alienate the official and you will need to work with the person again in the future.

4. What are the Do's and Don'ts of Writing or Emailing State and Federal Elected Officials?

When writing or emailing state and federal elected officials, LOC recommends you do four things:

- **Use the correct address and salutation, and make sure there are no typographical or grammatical errors.** Make sure that your salutation identifies the elected official by their appropriate position (Senator, Congresswoman, etc.). Read your letter or email carefully to make sure it is grammatically correct and to ensure it contains no typographical errors.
- **State your position in the first sentence.** You should also include your position in the subject line if you send an email. Make sure to keep your message focused and concise, and identify what it is that you are asking the elected official to do.
- **Use your own words and city stationary.** Form letters are overlooked and discarded. To better ensure your words are read, make sure they are in fact your own words. If you are sending a letter, and your city has stationary, make sure to use said stationary.
- **Know the facts.** Make sure the information you provide is credible. Facts matter. If you can, find out how the elected official voted on this or similar issues in the past.

Do not use a negative tone in your writing. Remember, condescending, threatening or intimidating communications will alienate elected officials – and you will need to work with them again in the future. ■



Yellow highlight indicates August 2020 LOC 2021 legislative priorities that are aligned with City Council preferences.

LOC Board Approves 2021 Legislative Priorities

This week, the LOC Board unanimously adopted six legislative priorities for cities for the 2021 session. During the spring, a list of 26 priority issues was compiled by the LOC's seven policy committees, and these issues were ranked by the League's 241 member cities through a survey conducted over the summer. The following six issues received the most votes, and were adopted by the LOC Board:

1. **Mental Health Service Delivery –** this received support as a top priority from virtually every region in Oregon.
2. **COVID-19 Economic Recovery Investments** – while there have been recent investments to support small business, these resources have yet to meet current needs, and more resources will be needed to support long term economic recovery for Oregon's communities.
3. **Comprehensive Infrastructure Package –** this priority combines three ballot items: Infrastructure Financing and Resiliency, Broadband Infrastructure and Technical Assistance Funding, and Long-Term Transportation Infrastructure Funding. A comprehensive infrastructure package will help rebuild communities and the economy as we near the end of the COVID-19 pandemic.
4. **Property Tax Reform –** an important, long-standing priority for LOC members, and conversations for 2021 are already underway. To move this issue forward, the LOC will need to work with the business community and other local government partners to identify policy solutions and set the stage for real property tax reform to restore local choice, equity, fairness, and adequacy.
5. **Housing and Services Investment –** the LOC will support increased investments for affordable housing, homeless assistance, and related services, including funding for: shelter, homeless services, case management, rent assistance, the development and preservation of affordable housing, and permanent supportive housing.
6. **Water Utility and Rate Assistance –** unlike the energy utility sector, there are currently no state or federal assistance programs available to ratepayers who may be struggling to afford these utility services. While many municipalities provide funding for low-income utility assistance at the local level, there is a significant unmet need that has been made worse as a result of the economic impacts associated with COVID-19.

Organizational Policy

In addition, the LOC Board adopted an organizational policy that the LOC's government affairs team will use to screen and evaluate a variety of legislative concepts that may arise in 2021:

COVID-19 has impacted every Oregonian across the state, and because cities play a critical role in supporting their local economies and citizens, the LOC Board adopted an organizational priority that will continue to assert home rule authority and local control, urging the Legislature to respect cities' role in providing essential services to Oregonians. The LOC will advocate for the Legislature to recognize, respect and support cities in the state's efforts to respond to the unique needs of each community, and to avoid implementation of one-size-fits-all solutions. More specifically, cities across Oregon need legislative commitment to the following:

- **Avoiding unfunded mandates.** *During recent legislative sessions, our cities have been inundated with mandates that require them to take on additional work and shift priorities away from locally identified priorities to those that the state deems to be of greater importance.*
- **Preserving local decision-making and problem-solving authority.** *While local communities often face similar challenges, the solutions and tools necessary to address those challenges are rarely the same for each local community. What works in one city, may not work in another.*
- **Preserving local revenue streams.** *Local governments only have a few tools in their toolbox when it comes to sources that fund essential city services. While revenues have taken a hit from the COVID-19 pandemic and communities wait for the economy to bounce back, cities will start to rely more on the finite revenues from state shared revenues, franchise/ROW fees, lodging taxes, property taxes than before. Therefore, these revenue streams should be preserved at all costs.*
- **Serving in a supportive role to provide local tools and resources.** *We recognize that the state budget is severely constrained, and we are committed to recognizing this reality as we pursue legislative and programmatic investments. We ask that the state similarly recognize the budget realities of local governments and work to identify opportunities for targeted investments and tools to address needs at the local level.*
- **Avoiding shifting of additional costs onto local government partners.** *We are concerned that decreased general fund and lottery revenues could result in further shifting of state programmatic costs on local governments. This includes program funding that includes a split of general fund and fees that may be paid by local governments. Any increase in fees to support state programs should be accompanied by an equitable increase in general fund investment. Increased costs to local governments mean increased costs for our citizens, or further cuts to the services they rely on.*

More information can be found in the **legislative priority ballot** and legislative priority **survey results**.

Contact: Jim McCauley, Legislative Director - **jmccauley@orcities.org**

Last Updated 8/21/20

City of: **City of Wilsonville**

Please mark 4 boxes with an X or check mark that reflects the top 4 issues that your city recommends be added to the priorities for the LOC's 2021 legislative agenda.

Priorities determined by Wilsonville City Council at work session on July 20,

Legislation

A. Beer and Cider Tax Increase	
B. Broadband Infrastructure and Technical Assistance Funding	
C. Building (Reach) Code – Energy Efficiency Local Option	
D. COVID-19 Economic Recovery Investments	
E. Digital Equity and Inclusion	**X**
F. Expedited Siting for Shelter and Affordable Housing	**X**
G. Green Energy/Renewables – Expanded Local Option	
H. Housing and Services Investment	
I. Increased Budgetary Flexibility During Budgetary Emergency	
J. Infrastructure Financing and Resilience	
K. Local Climate Action Planning Resources	
L. Local Energy Generation Project Support	
M. Local Speed Setting Authority	
N. Long Term Transportation Infrastructure Funding	
O. Low-Income Energy Efficiency and Affordability Programs	
P. Marijuana Tax Local Rate Limitation Increase	
Q. Mental Health Service Delivery	**X**
R. Municipal Broadband and Municipal Pole Protection	
S. New Mobility Services	
T. Photo Enforcement Safety Cameras	
U. Property Tax Reform	
V. Reducing Wastewater Impacts from Wipes and Other "Non-Flushables"	
W. Right-of-way/Franchise Fees Authority Preservation	**X**
X. State Highway Funds Formula	
Y. Tort Liability Reform	
Z. Water Utility Rate and Fund Assistance	

In addition to your ranking of the priorities shown above, please use this space to provide us with any comments (supportive or critical) you may have on these issues, or thoughts on issues or potential legislative initiatives that have been overlooked during the committee process.):

- Support DEQ Drinking Water Services Division proposed funding request for in-state water-testing facility, develop water-utilities communications protocols regarding HABs (harmful algal blooms) and establish an ombudsman position to work directly with water utilities.

- Support Housing and Services Investment (Priority Item H) for increased investments for affordable housing, homeless assistance, and related services.

- Support Tort Liability Reform (Priority Item Y) that protects cities from tort liability.

2021 City Day at the Capitol

Thursday, January 28, 2021

LOC invites you to join mayors, city councilors, and city staff members for our "City Day at the Capitol." This event is your chance to stand with other city officials from around Oregon in support of legislative actions that will return greater local authority over local decisions. It is also the time to let legislators know how actions they take could impact our communities and the difficult decisions we make. By coming together, our collective voices will make a difference to advance our legislative agenda.

During City Day, the legislative session will be in full swing. Many issues critical to cities will be under consideration, including the LOC's seven legislative priorities—mental health investment, COVID-19 economic recovery investments, comprehensive infrastructure package, property tax reform, housing services investment, water utility and rate assistance, and disaster relief and recovery. Attendees will be briefed by League staff on these and other issues. Attendees will also hear from the legislative leadership about their objectives for the session.

Questions? Contact Jenna Jones, Legislative Analyst at **jjones@orcities.org**

To view the step-by-step registration process, see **How to Register for LOC Training and Events.**

PRELIMINARY AGENDA
1:00 – 4:30 p.m. - *GENERAL SESSION*
Invited Speakers:

- Governor Kate Brown
- Senate President Peter Courtney
- Senate Republican Leader
- Speaker of the House
- House Republican Leader

1. Welcome from LOC Board President and OMA President
2. Messages from LOC Executive and Legislative Directors
3. Legislative Session Overview
4. Issue Briefings
5. Legislative Orientation
6. Grassroots Advocacy Training

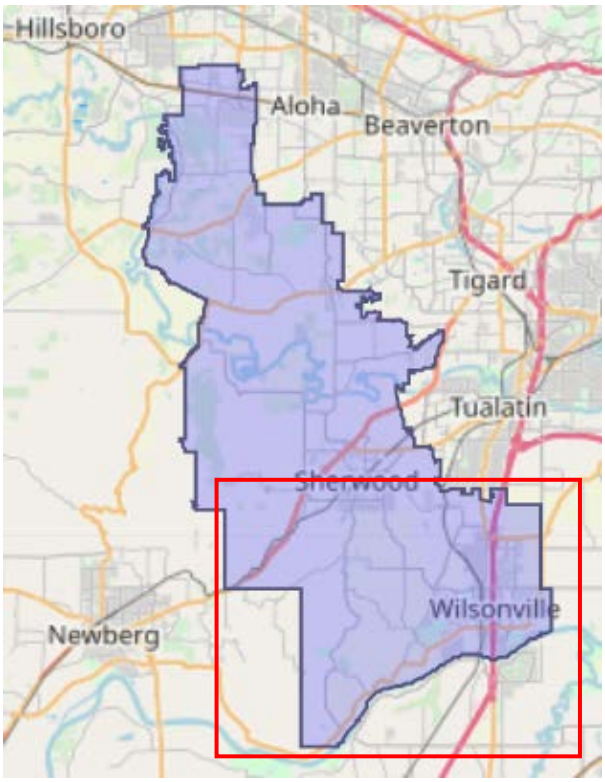
4:30 – 5:00 p.m. - *BREAK*

5:00 – 6:00 p.m. - *RECEPTION*

- Legislative Reception

Wilsonville state legislative districts: Oregon House of Representatives (2021)

House District 26 (current)



Representing Wilsonville north of the Willamette River

Representative Courtney Neron of Wilsonville, House District 26

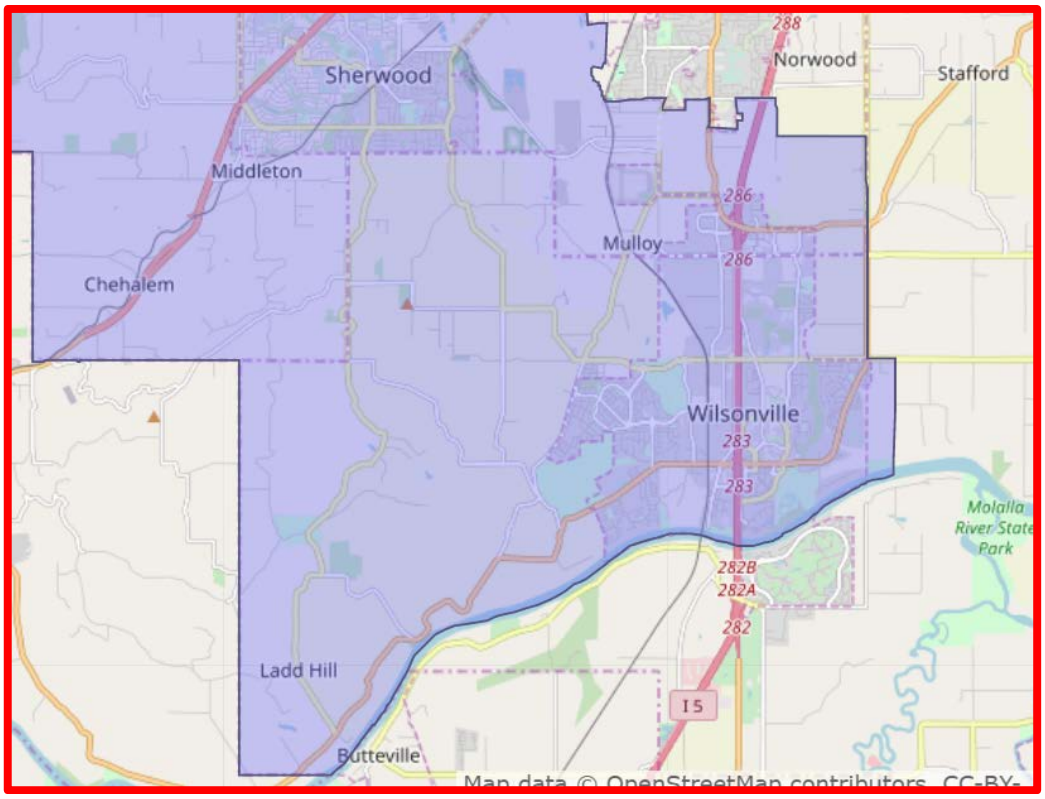
Replaced former Representative Rich Vial of Scholls/Sherwood

503-986-1426
900 Court St NE, H-281
Salem, OR 97301

Rep.CourtneyNeron@oregonlegislature.gov

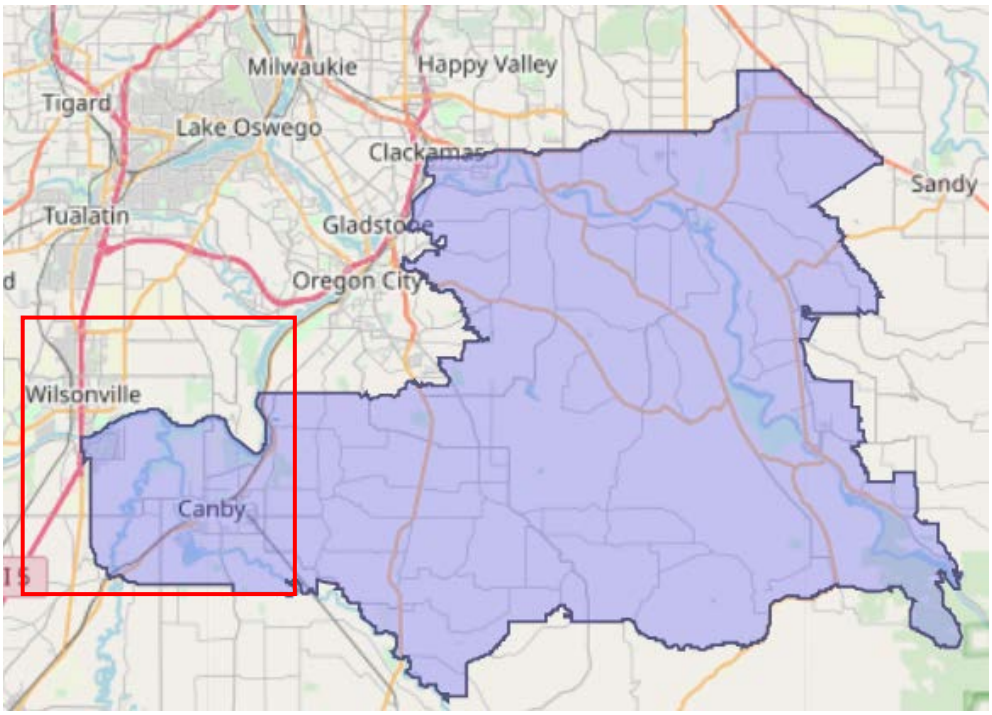
www.oregonlegislature.gov/neron

Inset Map: Area near Wilsonville

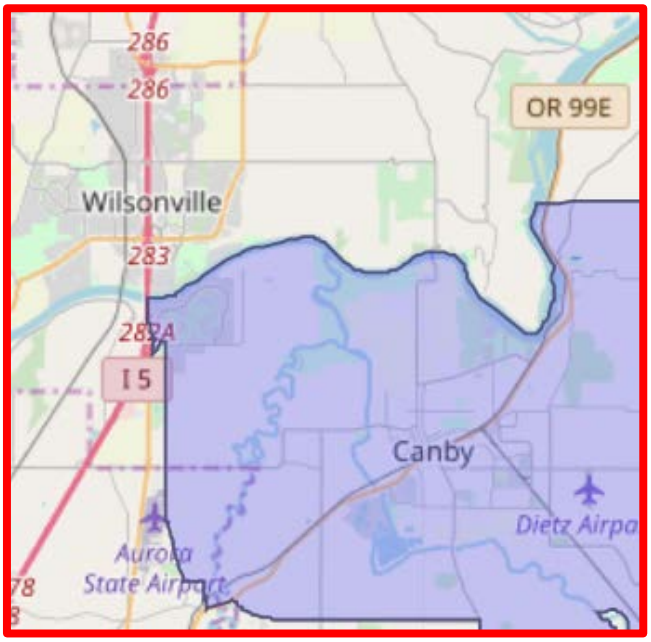


Wilsonville state legislative districts: Oregon House of Representatives (2021)

House District 39 (current)



Inset Map: Area near Wilsonville



Representing Wilsonville south of the Willamette River

Representative Christine Drazan of
Oregon City, House District 39

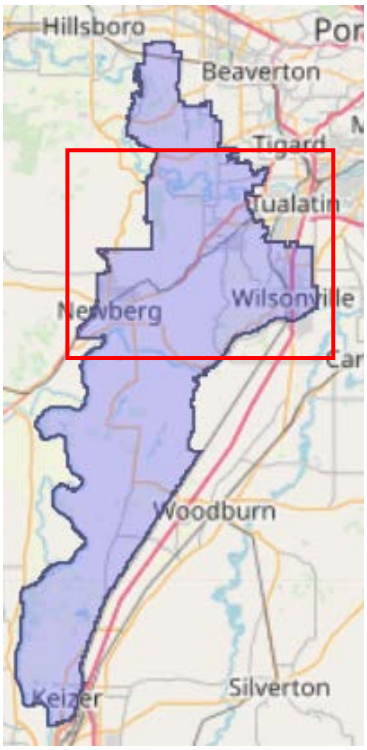
Replaced former Representative Bill Kennemer of Oregon City

503-986-1439
900 Court St NE, H-388
Salem, OR 97301

Rep.ChristineDrazan@oregonlegislature.gov
www.oregonlegislature.gov/drazan

Wilsonville state legislative districts: Oregon Senate (2021)

Senate District 13 (current)



Representing Wilsonville north of the Willamette River

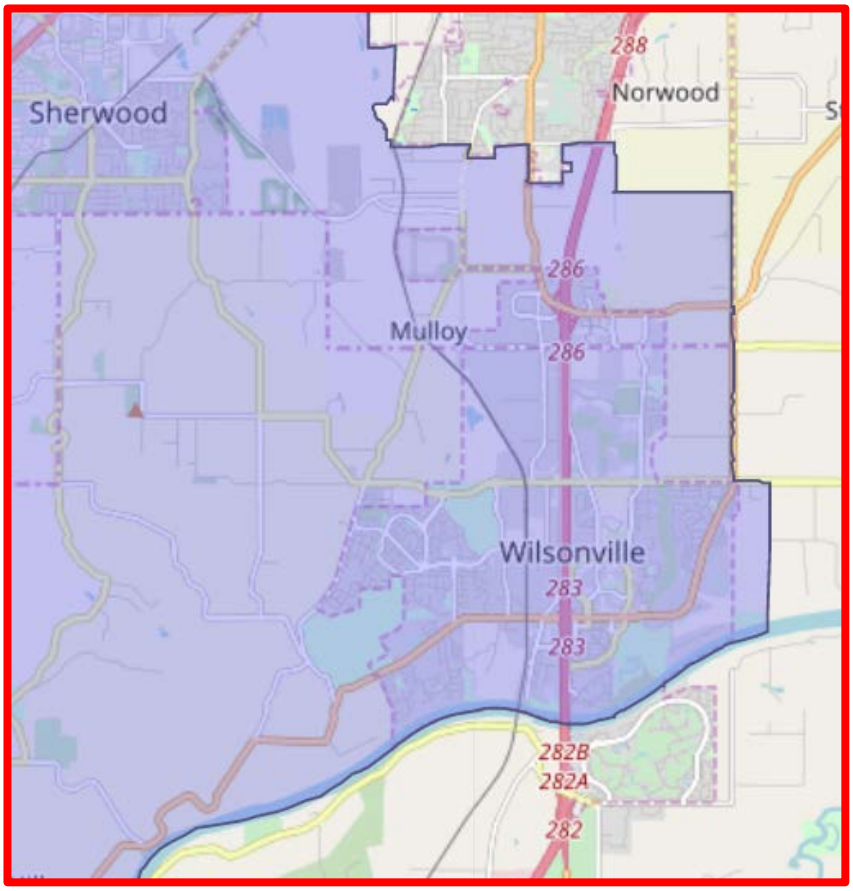
Senator Kim Thatcher of Keizer, Senate District 13

503-986-1713
900 Court St NE, S-307
Salem, OR, 97301

Sen.KimThatcher@oregonlegislature.gov

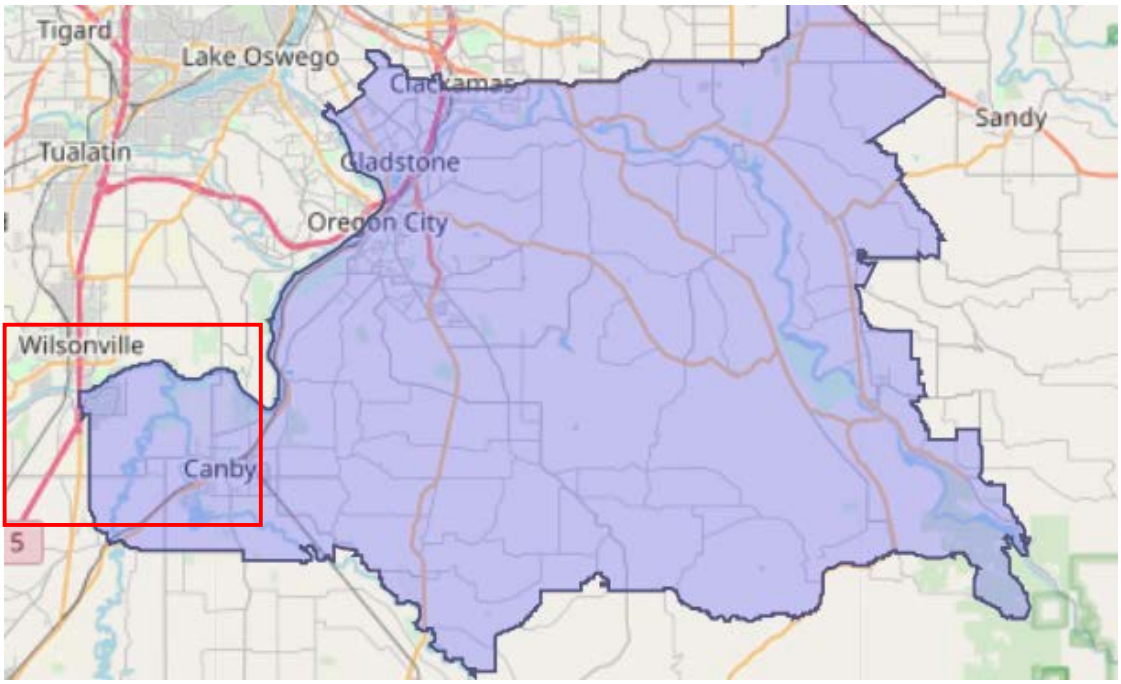
www.oregonlegislature.gov/thatcher

Inset Map: Area near Wilsonville

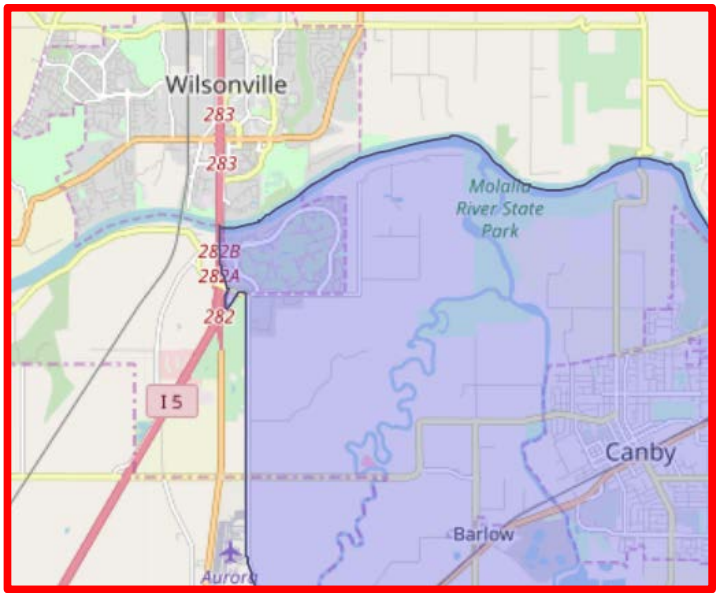


Wilsonville state legislative districts: Oregon Senate (2021)

Senate District 20 (current)



Inset Map: Area near Wilsonville



Representing Wilsonville south of the Willamette River

Senator Alan Olsen of Canby, Senate District 20

503-986-1720
900 Court St NE, S-425
Salem, OR, 97301

Sen.AlanOlsen@oregonlegislature.gov

www.oregonlegislature.gov/olsen

Note that Sen. Olsen resigned from the Oregon Senate as the Jan. 21 Staff Report was

CITY COUNCIL MEETING
STAFF REPORT

Meeting Date: January 21, 2021	**Subject:** Aurora State Airport Legislation for 2021 Legislative Session **Staff Member**: Mark Ottenad, Public/Government Affairs Director **Department:** Legal; Administration
Action Required	**Advisory Board/Commission Recommendation**
☐ Motion ☐ Public Hearing Date: ☐ Ordinance 1st Reading Date: ☐ Ordinance 2nd Reading Date: ☐ Resolution Information or Direction ☐ Information Only ☒ Council Direction ☐ Consent Agenda	☐ Approval ☐ Denial ☐ None Forwarded ☒ Not Applicable **Comments:** The proposed Aurora State Airport legislation is designed to provide a process 'road map' forward of intergovernmental collaboration, public engagement, master plan update and eventual annexation to the City of Aurora.
Staff Recommendations: Council directs staff to request Representative Courtney Neron to sponsor legislation relating to the Aurora State Airport for the 2021 legislative session.	
Recommended Language for Motion: N/A	
PROJECT / ISSUE RELATES TO:	
☒Council Goals/Priorities	☐Adopted Master Plan(s) ☐Not Applicable

ISSUE BEFORE COUNCIL:

Does the City Council wish to request Wilsonville State Representative Courtney Neron to sponsor legislation, which would amend the version of House Bill 2497 attached, relating to the Aurora State Airport for consideration during the 2021 legislative session?

EXECUTIVE SUMMARY:

The City has an exceptional opportunity to rectify a long-simmering set of disputes with the Oregon Department of Aviation (ODA) regarding the validity of 2012 Aurora State Airport Master Plan and subsequent proposals for expansion of runway or facilities at the airport. Wilsonville's state legislator, Representative Courtney Neron of House District 26, is sponsoring legislation (HB 2497) and willing to work with legislative leadership to advance a process bill for establishing transparent public procedures designed to resolve the master plan and expansion controversies related to the Aurora State Airport. The legislative route may provide the City and other stakeholders with better long-term relief compared to ongoing legal actions.

House Bill 2497, attached as Exhibit A, relating to the Aurora State Airport, is a draft bill that was filed by Rep. Neron. Rep. Neron asked City staff and others to review the draft legislation. City staff members have therefore reviewed the bill and also consulted with the other parties involved in the appeals related to the validity of the 2012 Aurora State Airport Master Plan, including Clackamas County, City of Aurora and Aurora Planning Commissioner Chair Joseph Schaefer (pro se Petitioner in litigation against the ODA), 1000 Friends of Oregon and Friends of French Prairie. Based on input from all of the foregoing parties a proposed amended version of House Bill 2497, attached as Exhibit B, has been forwarded to Legislative Counsel, as the preferred legislative vehicle.

The bill is consistent with the City's prior testimonies before the Oregon legislature regarding:

- The City's support of Oregon land-use law that requires for urban-level activities to be sited in a city with municipal governance and supporting public infrastructure; and
- The City's request for an inclusionary transparent public process to address the Aurora State Airport controversies and any new or updated Master Plans for the airport.

Proposed amended House Bill 2497 advances three primary objectives focused on inclusive, transparent decision-making process the complies with Oregon land-use and public-process laws:

1. **Forum for Intergovernmental Communications and Planning:** Specifies the formation of an intergovernmental agreement (IGA) between the state Department of Aviation and the local governments of Clackamas and Marion Counties and the Cities of Aurora and Wilsonville that provides a forum to facilitate communications and collaborative planning for land-use, transportation, environmental, infrastructure and related issues of concern regarding operations of the Aurora State Airport.
2. **Updated Aurora State Airport Master Plan:** Requires the updating of the Aurora State Airport Master Plan that complies with FAA regulations, Oregon land-use laws, and public-process laws that provides for transparent decision-making procedures by providing easy-to-follow guidance for Agency implementation of any Master Plan update.
3. **Municipal Annexation:** Calls for creating a plan and timeframe for the annexation of the Aurora State Airport into the City of Aurora for municipal governance and the provision of urban infrastructure services to support growing operations at the Airport.

House Bill 2497 is a "process bill," rather than "result bill": that is, it sets up a process for creating the IGA on Aurora State Airport issues and updating the Aurora State Airport Master Plan without dictating what the specific results of these processes will be.

Background Information

The City of Wilsonville has been engaged for over a decade in an unfortunate, contentious process with the Oregon Department of Aviation regarding the legality of the 2012 alleged Aurora State Airport Master Plan update. Over several legislative sessions and in Department of Aviation airport master-plan processes, the City has responded to various legislative or agency proposals that seek to expand the Aurora State Airport without appropriate public processes; see Exhibits C through K for just a few examples over the past several years of the City of Wilsonville's issues of concern and supporting documentation.

Specific previous legislative efforts regarding the Aurora State Airport have included attempts to create an unelected board to impose and utilize property-taxes for airport expansion, extending city water/sewer service to an airport outside UGB without annexation, and applying for substantial federal funds to extend the runway without environmental review or public process. Only one of these—extension of city water/sewer outside UGB without annexation—has passed. However, in the case of the Aurora State Airport, no city is willing to extend water/sewer and other infrastructure services outside the UGB without annexation. The City of Aurora has stated a desire to annex the Aurora State Airport into the city at some point in the future in order to provide municipal governance and supporting public infrastructure.

EXPECTED RESULTS:

By working with Wilsonville's state representative and legislative leadership, the City may be able to finally institute a transparent public process that follows Oregon land-use and public-process laws regarding increasing urban-level activity on prime EFU land by the Oregon Department of Aviation's operation of the Aurora State Airport. An IGA between the Department of Aviation and impacted local governments provides a forum for communications and planning regarding land-use, transportation, environmental, infrastructure and related issues at the Aurora State Airport. A new Aurora State Airport Master Plan arrived at through a legal, valid process that follows Oregon land-use and public-process laws could provide a long-term road map with greater certainty for all interested parties. A plan for annexation of the airport into the City of Aurora would provide for municipal governance and the orderly extension of public infrastructure that supports urban-level uses. Finally, adoption of the legislation may eliminate the need for continue the need for ongoing litigation between the ODA and above listed government agencies, including the cities of Aurora and Wilsonville, 1000 Friends and Friends of French Prairie.

TIMELINE:

Representative Neron has indicated that she is prepared to sponsor and file an amended version of House Bill 2497 at the request of the City Council by February 19, 2021.

CURRENT YEAR BUDGET IMPACTS:

No fiscal impacts are expected during the current fiscal year.

FINANCIAL REVIEW / COMMENT:

Reviewed by: CAR Date: 1/12/2021

LEGAL REVIEW / COMMENT:

Reviewed by: BAJ Date: 1/13/2021

COMMUNITY INVOLVEMENT PROCESS:

The City Council was the only government body to hold a public forum on the Aurora State Airport Master Plan and related issues in November 2018 that attracted over 200 participants.

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

Resolving controversial management and attempted expansion of the Aurora State Airport can provide greater certainty for all interested parties.

ALTERNATIVES:

Decline to request Representative Neron to sponsor the legislation.

CITY MANAGER COMMENT:

The City is fortunate to have legislators who are willing to take on a long-simmering controversy in a way that provides a public process to resolve issues of concern.

EXHIBITS LINKS:

A. Pre-session filed House Bill 2497, 2021 Regular Legislative Session: Relating to the Aurora State Airport

B. Proposed amended version of House Bill 2497, 2021 Regular Legislative Session: Relating to the Aurora State Airport

C. 2015 05 Testimony by City of Wilsonville Mayor Tim Knapp in Opposition to SB 534: Contrary to Oregon Land-Use Law Requiring Municipal Governance for Urban Services; Public Hearing Scheduled on May 12, 2015, Before the House Committee on Rural Communities, Land Use, and Water

D. 2018 01 Letter by City of Wilsonville Mayor Tim Knapp to Oregon legislative leadership: Proposed Legislation HB 4092 for Land-Use/Pubic-Process 'Carve-Out' for Aurora State Airport Runway Extension; January 22, 2018

E. 2018 02 Testimony by City of Wilsonville Mayor Tim Knapp Opposing HB 4092: Unnecessary Legislation Circumvents State Land-Use Public Process, Sets Poor Precedent for Legislative Special-Interest Supersiting 'Carve-Out'; Scheduled for public hearing on February 9, 2018, before the House Committee on Transportation Policy

F. 2018 08 Letter by Clackamas County and City of Wilsonville to Oregon Legislative Leadership: Request to Cancel Oregon Department of Aviation application to Federal Aviation Administration (FAA) for funds to extend the Aurora State Airport runway; August 8, 2018

G. 2018 09 Testimony by City of Wilsonville Mayor Tim Knapp Opposing Item #71, Department of Aviation – Aurora State Airport Runway Extension: Exclusive Intergovernmental Agreement and Poor Public Process for Aurora State Airport Require Cancelling of Grant Request to FAA for Major Expansion; Scheduled for public hearing on Sept. 24, 2018, before the Joint Emergency Board Interim Subcommittee on General Government

H. 2018 10 Letter by City of Wilsonville Mayor Tim Knapp to Oregon legislative leadership: Letter to Correct Record of Sept. 26 E-Board Meeting and Provide Information on Long-Running Public Controversy over Aurora State Airport Expansion; October 19, 2018

I. 2019 09 City of Wilsonville Comment Letter No. 1: "Public Comment on 2019 "Re-approval" Process for 2012 Aurora State Airport Master Plan Update"; September 24, 2019

J. 2019 10 City of Wilsonville Comment Letter No. 2: Additional Public Comment on 2019 "Re-approval" Process for 2012 Aurora State Airport Master Plan Update; October 3, 2019

K. 2019 10 City of Wilsonville Comment Letter No. 3: Third Set of City of Wilsonville Public Comment on 2019 "Re-approval" Process for 2012 Aurora State Airport Master Plan Update; October 29, 2019

CITY COUNCIL MEETING
STAFF REPORT

Meeting Date: January 21, 2021	**Subject:** Annual Urban Renewal Report, FY2019-20 **Staff Member:** Keith Katko, Assistant Finance Director **Department:** Finance
Action Required	**Advisory Board/Commission Recommendation**
☐ Motion ☐ Public Hearing Date: ☐ Ordinance 1st Reading Date: ☐ Ordinance 2nd Reading Date: ☐ Resolution ☐ Information or Direction ☒ Information Only ☐ Council Direction ☐ Consent Agenda	☐ Approval ☐ Denial ☐ None Forwarded ☒ Not Applicable **Comments:** N/A
Staff Recommendation: N/A	
Recommended Language for Motion: N/A	
Project / Issue Relates To:	
☐Council Goals/Priorities	☐Adopted Master Plan(s) ☒Not Applicable

ISSUE BEFORE COUNCIL:

The acceptance of the Annual Urban Renewal Report, FY2019-20.

EXECUTIVE SUMMARY:

Each year the City's Urban Renewal Agency is required by statute (ORS 457.460) to publish an annual statement about the uses and the effects of tax increment financing in the City's urban renewal districts. In addition to basic financial data published in the newspaper as required by statute, staff also prepare a separate report to provide the user with additional information about urban renewal basics, how tax increment financing works, and the activities of the Urban Renewal Agency. The additional information provided is helpful to explain the urban renewal process and the impact it has on the community.

The report must be completed by January 31 (ORS 457.460 (1)) and published in summary once a week for not less than two weeks before March 1 of the year in which the statement is filed per ORS 457.460 (2).

EXPECTED RESULTS:

The Urban Renewal Report for FY2019-20 will meet and exceed the requirements of ORS 457.460.

TIMELINE:

The public notice for the Urban Renewal Report anticipated to be published in the Wilsonville Spokesman January 20 and January 27. The report is also available on the City's website.

FINANCIAL REVIEW / COMMENT:

Reviewed by: CAR Date: 1/7/2021

LEGAL REVIEW / COMMENT:

Reviewed by: BAJ Date: 1/13/2021

COMMUNITY INVOLVEMENT PROCESS:

As required by ORS 457.460, the report as been published in the Wilsonville Spokesman. The notice has also been published on the City's website.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

The Annual Urban Renewal Report for FY19-20 provides detailed information to the reader about each of the Urban Renewal Districts and Wilsonville Investment Now (WIN) Program.

ALTERNATIVES:

N/A

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

1. Annual Urban Renewal Report, FY2019-20

Urban Renewal Agency

Annual Urban Renewal Report
For Fiscal Year Ending June 30, 2020

This report fulfills the requirements, as prescribed in ORS 457.460, for the filing of an annual report detailing the financial activity of an urban renewal area established in Oregon.

Introduction

The Urban Renewal Agency of the City of Wilsonville is a separate municipal corporation responsible for governing the City's three urban renewal areas, as well as, the Wilsonville Investment Now (WIN) Program. The three areas include the Year 2000, West Side, and Coffee Creek plan areas. The three plans along with the WIN Program are detailed below. Additionally, a map of the City detailing the urban renewal area borders is displayed on the final page of this report.

The Urban Renewal Concept

Tax increment financing is used in areas where private development has stagnated or is not feasible without public sector investment and partnership. Public investment through urban renewal is one way to change those conditions. The types of urban renewal activities undertaken generally include land assembly and development of infrastructure and public amenities (i.e. streets, utility lines, lighting, public open spaces, parks). As the result of the publicly funded efforts, investment becomes feasible for private developers. Developments consistent with the City's urban renewal plan are then allowed to go forward.

How Tax Increment Financing Works

Urban renewal is a mechanism that freezes the assessed value in a designated geographical area at a point in time. As the assessed property value in the designated urban renewal area grows above that frozen base, the incremental revenue is distributed to the Urban Renewal Agency to pay for urban renewal projects intended to encourage private development. During the process of forming urban renewal areas, the desired projects, which may include public improvements like roadways, parks, and other amenities, are identified in an urban renewal plan. Urban renewal financing in the form of a bond is obtained to fund the projects, and the desired improvements are completed. Private development in the area then becomes more feasible. As property values rise with increased development, tax revenues increase, and that increase is used to pay off the urban renewal bonds.

Urban Renewal Value and Area Caps

Oregon state law allows Wilsonville to create urban renewal districts with up to 25% of the city's total land area. As of June 30, 2020, the total land area for the city was approximately 4,946 acres and 22.6% (1,118 acres) of the total was within one of the City's existing urban renewal districts.

The law also limits the total assessed value within all urban renewal districts to 25% of the city's total assessed value. The assessed values are measured at the time a district is created or subsequently adjusted. The table below presents the Urban Renewal value and area cap tests.

	Area Cap Test		Assessed Value Test	
District	**Acreage**	**% of City**	**Amount**	**% of City**
Year 2000 Plan	449	9.1%	$ 45,326,441	1.2%
West Side Plan	411	8.3%	18,017,272	0.5%
Coffee Creek	258	5.2%	99,003,704	2.6%
Combined	1,118	22.6%	162,347,417	4.3%
Total City	4,946	100.0%	$ 3,789,225,581	100.0%

Tax Increment Calculations

Tax increment is used for the payment of debt for urban renewal activities described in the urban renewal plans adopted by the City of Wilsonville. To determine the amount of the tax increment allocation, the total assessed value within each urban renewal area is segregated by the County Assessor into two parts: (a) the total taxable assessed value in the district at the time the Urban Renewal Plan was adopted (Frozen Base Value) adjusted by under-levying, by the urban renewal area, and by properties added or removed from the area, and (b) the difference between the Frozen Base Value and the current total assessed value (Incremental Value).

The table below displays the tax increment available for three districts: Year 2000 Plan, West Side Plan and Coffee Creek with the effect of under-levying for fiscal year 19-20.

Tax Increment Available for Fiscal Year Ended June 30, 2020

	Year 2000 Plan[1]	West Side Plan[2]	Coffee Creek Plan
Frozen tax base (after under-levy adjustment)	$184,385,405	$273,857,279	$99,003,704
Total Assessed Value	$506,017,018	$674,260,359	$124,938,103
Incremental Value Used	$322,000,000	$401,210,000	$25,934,399
Tax Increment :			
Current Year Collections 2019-20	$3,999,005	$4,982,693	$284,303

1 Year 2000 Plan division of taxes limited to $4.2 million per Urban Renewal Board commitment

2 West Side Plan increment limited to $5.0 million, per legisation

Property Tax Limitation and Tax Increment (Measure 5)

In November 1990, Oregon voters passed a property tax limitation measure (Measure 5) that established a $10 limit per thousand of real market value for property tax collection for local governments. It is important to note that the $10 limit is based on real market value rather than assessed value of a property. The impact of this measure on urban renewal is that repayment of urban renewal debt (past, present, or future) must now come within the $10 limit for local governments.

In a 2002 Oregon Supreme Court ruling, the limitations of Measure 5 were clarified so that urban renewal tax dollars related to the division of taxes from education are to be included in the general government category when determining the $10 limit. Similarly, Measure 5 established a $5 limit per thousand of real market value for education. The effect of this ruling accelerates the likelihood of the general government category taxes hitting the $10 ceiling but decreases the likelihood of the education category reaching the $5 ceiling. In 2019-2020, the cumulative tax rate for all local governments within Wilsonville City limits ranged between $6.7654 and $9.3289 per thousand depending upon which tax code area the property resides.

Impact on Taxing Districts

In accordance with ORS 457.460 (f) disclosure requirements, the following chart shows the impact of the urban renewal plans on the tax collections for the preceding year for all the related taxing districts.

Urban Renewal agencies do not create any additional taxes. Property taxes for an urban renewal district are generated through a process called "division of tax,". The division of taxes is a tax assessment administrative process in which taxes associated with the incremental value is allocated to the Urban Renewal Agency from each taxing district in the taxing jurisdiction. Over-lapping taxing districts forego a share of property tax income during the life of the urban renewal, however will benefit thereafter from the result of increased property values.

Note, under current Oregon's school funding law, school districts are not directly affect by the division of taxes. However, although the West Linn/Wilsonville School District; the Sherwood School District; the Clackamas ESD; and Northwest Regional ESD are not directly affected by the urban renewal division of taxes, the amounts are included for display purposes in the chart below.

Overlapping Tax Districts Foregone Revenue/ Fiscal Year 2019-20

District	Year 2000 Plan	West Side Plan	Coffee Creek Plan
Clackamas County	$ 774,002	$ 964,576	$ -
Washington County	$ -	$ -	$ 40,311
City of Wilsonville	$ 782,781	$ 975,391	$ 92,494
Clackamas Extension & 4-H	$ 16,094	$ 19,753	$ -
Clackamas Library District	$ 127,659	$ 159,121	$ -
Clackamas Soil Conservation Distr.	$ 16,094	$ -	$ -
Tualatin Soil Conservation Distr.	$ -	$ -	$ 1,475
Tualatin Valley Fire & Rescue	$ 473,606	$ 590,191	$ 63,070
West Linn/Wilsonville Schools	$ 1,612,432	$ 2,009,165	$ -
Sherwood School District	$ -	$ -	$ 86,321
ESD - Clackamas	$ 121,574	$ 151,202	$ -
ESD - Northwest Regional	$ -	$ -	$ 2,741
Clackamas Community College	$ 222,032	$ 276,541	$ -
Portland Community College	$ -	$ -	$ 5,051
Vector Control	$ 1,829	$ 2,560	$ -
Port of Portland	$ 21,615	$ 27,020	$ 2,574
Metro Service District	$ 29,684	$ 37,009	$ 3,210

Source: Values from Clackamas/Washington County Table 4E

Wilsonville Investment Now (WIN) Program

On October 19, 2020, the Wilsonville City Council adopted administrative rules for the Wilsonville Investment Now (WIN) Program, a new local economic development program that seeks to incentivize businesses to operate in Wilsonville by providing site-specific urban renewal tax rebates for qualifying development projects outside of the City's existing urban renewal areas.

The first program of its kind in Oregon, WIN aims to attract high-value investments from a wide range of businesses. The program's flexible evaluation criteria provides multiple tiers of benefit, including rewards for Wilsonville-owned business and those prioritizing diversity, equity and inclusion initiatives. The Council's action allows staff to promote the program, and to bring back site-specific applications for City Council consideration upon receipt.

The tax rebate is made possible by designating the project property as an individual urban renewal district. This step, allowed by the State of Oregon's legislative framework, would freeze the current property tax revenues on the site and allow the City to rebate additional value of the property generated by the new investment back to the applicant.

The City expects to have it's first WIN application submitted in January, 2021 by Twist Bioscience Corp., a California-based firm specializing in synthetic DNA. The firm plans to expand into a 111,000 square-foot facility in 26600 S.W. Parkway Ave, Wilsonville and estimates investing up to $30 million in the structure and generating 400 new jobs in the region. Given the high investment and job numbers it is anticipated the applicant will qualify for an urban renewal tax rebate from the WIN program, pending City Council approval. The site-specific WIN urban renewal area is expected to be around 2.5 acres in size and last for 7 years.

Financial Reports

The tables on the following pages contain financial information on the three funds used to account for the activities of the Urban Renewal Agency. The reports were prepared by the Finance Department of the City of Wilsonville using a modified accrual basis of accounting pursuant to ORS 457.460. The fiscal year is the period running July through June of the respective years indicated. The unaudited, financial reports can be found at the end of each section: the Year 2000 Plan, West Side Plan and Coffee Creek Plan.

Year 2000 Plan

Plan Adopted

The Year 2000 Plan was adopted August 29, 1990. Plan Mission Statement: To eliminate blight in areas within the Agency's jurisdiction, and in the process, attract aesthetically pleasing, job producing private investments that will improve and stabilize property values and protect the area's residential livability and its environmental values.

Financing the Urban Renewal Projects

To pay for urban renewal projects, the Agency must issue debt. Maximum Indebted became a requirement in 1998 and the limit of $53,851,923 was adopted on June 15, 1998. A substantial plan amendment passed in June, 2007, that increased the maximum debt limit to $92,687,423. An additional substantial plan amendment was passed in May 2018, and increased the maximum debt limit to $107,196,524. The table below summarizes the debt activity for the Year 2000 Plan.

Date	Issue Amount	Key Projects
Maximum Indebtedness		
Adopted August 1990	$ 53,851,923	
Increased June 2007	38,835,500	
Increased May 2018	14,509,101	
Total Maximum Indebtedness	107,196,524	
Debt Issued		
June 1994	8,760,000	Park land, Memorial Dr, High School IGA
December 1996	3,075,000	Wilsonville Rd and Interchange
June 1998	3,000,000	Wilsonville Rd and Interchange
June 2000	6,000,000	Wilsonville Rd and Town Center Park
August 2001	3,000,000	Wilsonville Rd - various portions
June 2002	5,000,000	Wilsonville Rd - various portions
June 2003	3,000,000	Wilsonville Rd - various portions
December 2003	10,000,000	Wilsonville Rd, High School improvements
September 2005	4,850,000	Town Center Park, Murase Park
September 2005	10,000,000	City Hall construction
October 2007	4,200,000	Wesleyan Church property acquisition
June 2009	3,000,000	Wilsonville Rd Interchange improvements
September 2010	8,000,000	Wilsonville Rd Interchange improvements
April 2013	3,500,000	Sewer Plant Upgrade, Canyon Creek So Road
June 2014	2,000,000	Canyon Creek So to Town Center Loop East
May 2015	2,000,000	Canyon Creek So to Town Center Loop East
April 2016	2,000,000	East-West Connector; Town Ctr Concept Plan
June 2018	3,000,000	5th St Extension
Jul-19	9,000,000	5th St Extension; Boeckman Dip Bridge
Total debt issued through June 2020	93,385,000	
Balance Available, June 30, 2020	$ 13,811,524	Maximum Indebtedness less Total Debt Issued
Outstanding Debt as of June 30, 2020	$ 4,785,000	

Year 2000 Plan - Statement of Resources and Expenditures / FY 2019-20

	Year 2000 Plan Debt Service Fund	Year 2000 Plan Capital Projects Fund	Year 2000 Plan Program Income Fund
REVENUES			
Tax Increment	$ 4,073,472	$ -	$ -
Intergovermental	-	-	35,000
Investment revenue	89,482	331,864	18,513
Other revenue	-	-	141,774
Total Revenues	4,162,954	331,864	195,287
EXPENDITURES			
Materials and services	-	533,884	49,948
Capital Projects:			
CIP #4196 - 5th St Extension	-	28,430	-
CIP #4212 - Boeckman Dip Bridge	-	25,668	-
Deb service			
Pricipal	9,370,000	-	-
Interest	219,766	-	-
Total Expenditures	9,589,766	587,982	49,948
Excess (deficiency) of revenues over (under) expenditures	(5,426,812)	(256,118)	145,339
OTHER FINANCING SOURCES			
Issuance of debt	-	9,000,000	-
Net change in fund balances	(5,426,812)	8,743,882	145,339
Fund balances - beginning	13,219,647	2,541,643	714,266
Fund balances - ending	$ 7,792,835	$ 11,285,525	$ 859,605

Year 2000 Plan - Adopted Budgets / FY 2020-21

	Year 2000 Plan Debt Service Fund	Year 2000 Plan Capital Projects Fund	Year 2000 Plan Program Income Fund
RESOURCES:			
Tax Increment	$ 4,074,200	$ -	$ -
Investment revenue	132,200	89,600	8,600
Other revenue	-	-	150,000
Beginning fund balance	7,913,947	9,214,013	875,066
TOTAL RESOURCES	$ 12,120,347	$ 9,303,613	$ 1,033,666
REQUIREMENTS:			
Materials and services	-	611,260	50,000
Capital outlay:			
CIP #4196 - 5th St Extension	-	5,000,000	-
CIP #4212 - Boeckman Dip Bridge	-	2,500,000	-
Debt Service	597,500	-	-
Ending fund balance	11,522,847	1,192,353	983,666
TOTAL REQUIREMENTS	$ 12,120,347	$ 9,303,613	$ 1,033,666

West Side Plan

Plan Adopted

The West Side Urban Renewal Plan was adopted November 3, 2003 (Ordinance #560).

Its mission is to eliminate blight in areas within the Agency's jurisdiction, and in the process, attract aesthetically pleasing, job producing private investments that will improve and stabilize property values and protect the area's residential livability and its environmental values.

At creation, the district encompassed 394 acres and had a frozen tax base of $3,605,856 (restated for Measure 50 impact). A substantial plan amendment in September, 2008 (URA Resolution 174) added 62 acres and $12,920,432 to the frozen base. In 2016, 45 acres were removed to make may for the formation of the Coffee Creek Urban Renewal District.

Financing the Urban Renewal Projects

To pay the cost of urban renewal projects, the Agency must issue debt. At plan adoption, a debt limit of $40,000,000 was created. A substantial plan amendment was adopted in February 2016 (URA Resolution 253) which increased the maximum indebtedness to $49,400,000. The table below summarizes the debt activity for the West Side Plan.

Date	Issue Amount	Key Projects
Maximum Indebtedness		
Adopted November 2003	$ 40,000,000	
Increased February 2016	9,400,000	
	49,400,000	
Debt Issued		
June 2005	15,000,000	Boeckman Rd Extension, School property
September 2005	10,000,000	Boeckman Rd, Barber St
June 2008	5,000,000	Boeckman Rd, Barber St, park improvements
April 2013	2,000,000	Villebois parks and fire sprinklers
June 2014	2,000,000	Barber Street extension, Villebois Parks
May 2015	1,000,000	Barber Street extension, Villebois parks
July 2015	5,000,000	Barber Street extension, Villebois parks,
January 2019	3,000,000	Tooze Road
Total debt issued through June 2020	43,000,000	
Balance Available, June 30, 2020 (Maximum Indebtedness less Total Debt Issued)	$ 6,400,000	
Outstanding Debt as of June 30, 2020	$ 21,530,758	

West Side Plan - Statement of Resources and Expenditures / FY 2019-20

	West Side Plan Debt Service Fund	West Side Plan Capital Projects Fund	West Side Plan Program Income Fund
REVENUES			
Tax Increment	$ 5,077,166	$ -	$ -
Intergovermental	-	-	165,000
Investment revenue	302,995	32,086	4,054
Other revenue	-	10,671	-
Total Revenues	5,380,161	42,757	169,054
EXPENDITURES			
Materials and services	-	968,933	166,784
Capital Projects:			
CIP #4146 (Tooze Rd)	-	-	15,966
Deb service			
Pricipal	1,967,965	-	-
Interest	885,508	-	-
Contingency	-	-	-
Total Expenditures	2,853,473	968,933	182,750
Excess (deficiency) of revenues over (under) expenditures	2,526,688	(926,176)	(13,696)
Fund balances - beginning	11,497,138	2,047,631	188,847
Fund balances - ending	$ 14,023,826	$ 1,121,455	$ 175,151
Adjustment from budgetary based to GAAP basis:			
Development charge payable		(563,395)	
Fund balance - GAAP basis:		$ 558,060	

West Side Plan - Adopted Budgets / FY 2020-21

	West Side Plan Debt Service Fund	West Side Plan Capital Projects Fund	West Side Plan Program Income Fund
RESOURCES:			
Tax Increment	$ 5,084,500	$ -	$ -
Investment revenue	115,000	17,000	1,800
Beginning fund balance	14,082,538	1,102,491	183,447
TOTAL RESOURCES	$ 19,282,038	$ 1,119,491	$ 185,247
REQUIREMENTS:			
Materials and services	-	1,000,970	-
Capital outlay	-	-	-
Debt Service	2,725,000	-	-
Ending fund balance	16,557,038	119,221	185,247
TOTAL REQUIREMENTS	$ 19,282,038	$ 1,120,191	$ 185,247

Coffee Creek Plan

Plan Adopted

The Coffee Creek Urban Renewal Plan was adopted on October 17, 2016 (Ordinance No. 796).

The Coffee Creek Urban Renewal area seeks to develop a new employment area in Northwest Wilsonville that will attract general industrial, warehouse, flex, and research and development related business. The Coffee Creek Urban Renewal area is composed of approximately 258.35 total acres and is entirely within Washington County. Key projects identified for improvement are infrastructure enhancements to existing roadways, utility development, and property acquisition and disposition. The first increment was received in FY 17-18 and the first capital expenditures were incurred in FY 19-20.

Financing the Urban Renewal Projects

To pay the cost of urban renewal projects, the Agency must issue debt. At plan adoption, a debt limit of $67,000,000 was created. In April 2019, the City issued Urban Renewal revenue bonds with an interest rate of 3.19% in the total amount of $3,800,000. The final maturity will be in June 2029. The principal balance outstanding on the bonds at June 30, 2020 is $3,662,671.

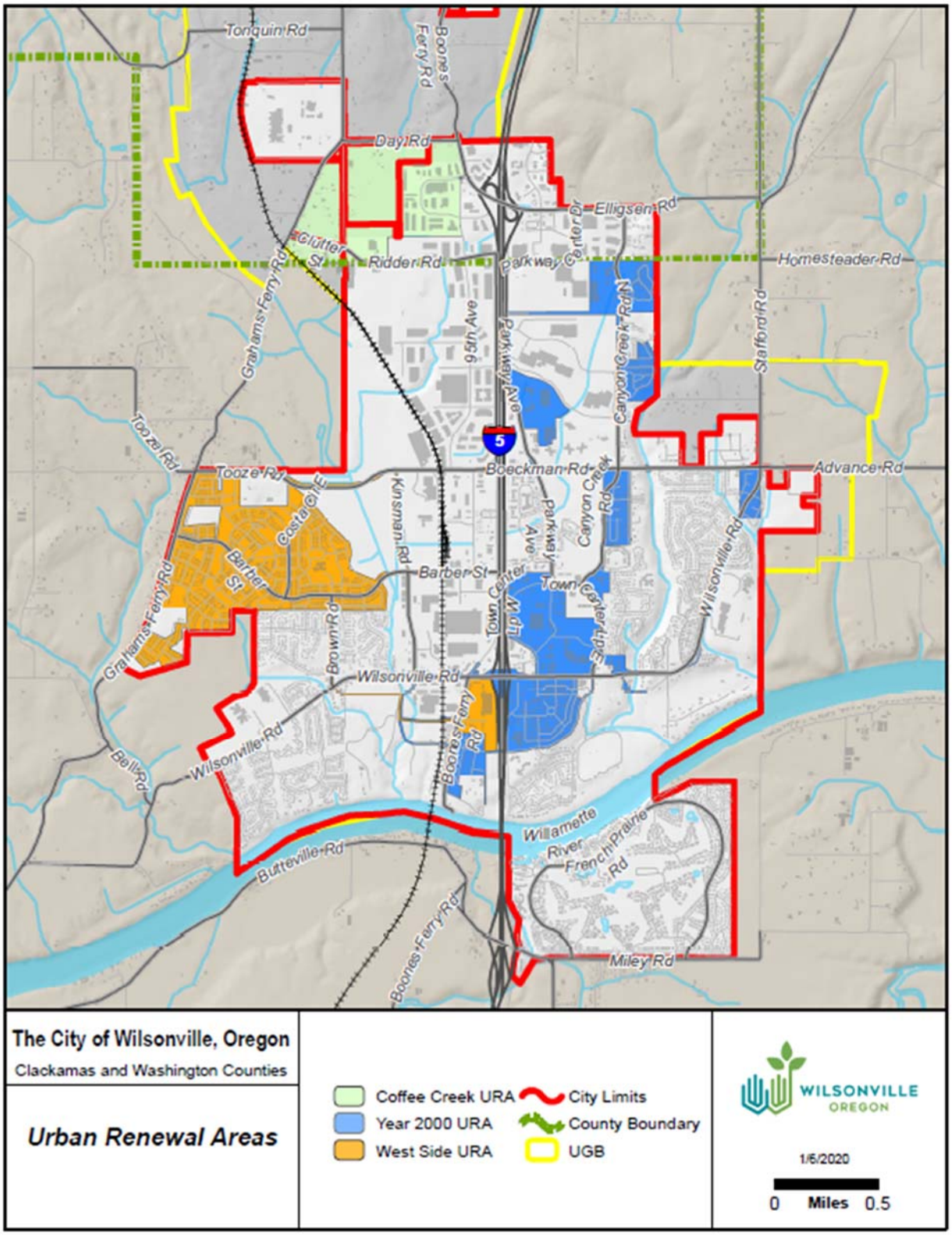
Coffee Creek Plan - Statement of Resources and Expenditures / FY 2019-20

	Coffee Creek Debt Service Fund	Coffee Creek Capital Projects Fund
REVENUES		
Tax Increment	$ 287,840	$ -
Investment revenue	11,621	41,668
Total Revenues	299,461	41,668
EXPENDITURES		
Materials and services	-	187,245
Capital Projects:		
CIP 4201 (Garden Acres Rd)	-	1,147,671
Deb service		
Pricipal	137,329	-
Interest	141,813	-
Total Expenditures	279,142	1,334,916
Excess (deficiency) of revenues over (under) expenditures	20,319	(1,293,248)
Fund balances - beginning	459,842	3,778,120
Fund balances - ending	$ 480,161	$ 2,484,872

Coffee Creek Plan - Adopted Budgets / FY 2020-21

	Coffee Creek Debt Service Fund	Coffee Creek Capital Projects Fund
RESOURCES:		
Tax Increment	$ 318,700	$ -
Investment revenue	7,400	17,900
Debt proceeds	-	500,000
Beginning fund balance	491,382	2,366,266
TOTAL RESOURCES	$ 817,482	$ 2,884,166
REQUIREMENTS:		
Materials and services	-	102,000
Capital outlay:		
CIP 4201 (Garden Acres Rd)	-	2,500,000
Debt Service	778,000	-
Ending fund balance	39,492	282,166
TOTAL REQUIREMENTS	$ 817,492	$ 2,884,166

Wilsonville Urban Renewal Agency
Annual Urban Renewal Report, Fiscal Year 2018-2019
Page **12** – Map of Districts



CITY COUNCIL ROLLING SCHEDULE
Board and Commission Meetings 2021

Items known as of 01/14/21

January

DATE	DAY	TIME	EVENT	LOCATION
1/25	Monday	6:30 p.m.	DRB Panel B	Council Chambers
1/26	Tuesday	6:00 p.m.	Budget Committee Meeting	Council Chambers

February

DATE	DAY	TIME	EVENT	LOCATION
2/1	Monday	7:00 p.m.	City Council Meeting	Council Chambers
2/8	Monday	6:30 p.m.	DRB Panel A	Council Chambers
2/10	Wednesday	6:00 p.m.	Planning Commission	Council Chambers
2/18	Thursday	7:00 p.m.	City Council Meeting	Council Chambers
2/22	Monday	6:30 p.m.	DRB Panel B	Council Chambers

March

DATE	DAY	TIME	EVENT	LOCATION
3/1	Monday	7:00 p.m.	City Council Meeting	Council Chambers
3/8	Monday	6:30 p.m.	DRB Panel A	Council Chambers
3/10	Wednesday	6:00 p.m.	Planning Commission	Council Chambers
3/15	Monday	7:00 p.m.	City Council Meeting	Council Chambers
3/22	Monday	6:30 p.m.	DRB Panel B	Council Chambers

Community Events:

2/2 American Red Cross blood drive at the Library from 10:00 a.m. – 3:00 p.m.

2/2 Toddler and Baby Time LIVE (online) at 10:30 a.m. – 11:00 a.m.

2/2 English Conversation Group (online) from 6:00 p.m. – 7:00 p.m.

2/3 Profiles (online) featuring *Unsung Heroes of the Civil Rights Movement* from 11:00 a.m. – 12:30 p.m.

2/4 Story Time LIVE (online) at 10:30 a.m. to 11:00 a.m.

2/15 City Offices Closed in Observance of Presidents' Day.

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

CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES

A regular meeting of the Wilsonville City Council was held at the Wilsonville City Hall beginning at 7:00 p.m. on Monday, December 21, 2020. Mayor Knapp called the meeting to order at 7:11 p.m., followed by roll call and the Pledge of Allegiance.

The following City Council members were present:
Mayor Knapp
Council President Akervall
Councilor Lehan
Councilor West
Councilor Linville

Staff present included:
Bryan Cosgrove, City Manager
Jeanna Troha, Assistant City Manager
Barbara Jacobson, City Attorney
Kimberly Veliz, City Recorder
Andy Stone, IT Director
Rob Wurpes, Chief of Police

Motion to approve the order of the agenda.

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

Vote: Motion carried 5-0.

SUMMARY OF VOTES

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

MAYOR'S BUSINESS

A. Placeholder for Appointments/Reappointments

Budget Committee – Appointments

Appointments of Katie Hamm and Shawn O'Neil to the Budget Committee for a term beginning 1/1/2021 to 12/31/2023.

Motion: Councilor Akervall moved to ratify the appointment of Katie Hamm and Shawn O'Neil to the Budget Committee for a term beginning 1/1/2021 to 12/31/2023. Councilor Linville seconded the motion.

Councilor West expressed reservations about the appointment of Shawn O'Neil. Mr. West shared his concern is Mr. O'Neil is the attorney for the Wilsonville Dutch Bros which has an issue with the City of Wilsonville.

City Manager Cosgrove clarified there is no conflict of interest with Mr. O'Neil being on the Budget Committee, as the committee does not deal with land use issues. The function of the Budget Committee is to approve the City's operating budget.

Attorney Jacobson reported the issue with Dutch Bros had been resolved and payment had been received by the City.

Councilor Lehan reminded that committee members could recuse themselves if a conflict of interest arises.

Councilor Akervall restated her motion by separating the recommendations for Budget Committee.

Budget Committee – Appointment
Appointments of Katie Hamm to the Budget Committee for a term beginning 1/1/2021 to 12/31/2023.

Motion: Councilor Akervall moved to ratify the appointment of Katie Hamm to the Budget Committee for a term beginning 1/1/2021 to 12/31/2023. Councilor Lehan seconded the motion.

Vote: Motion carried 5-0.

SUMMARY OF VOTES

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

Budget Committee – Appointment
Appointments of Shawn O'Neil to the Budget Committee for a term beginning 1/1/2021 to 12/31/2023.

Motion: Councilor Akervall moved to ratify the appointment of Shawn O'Neil to the Budget Committee for a term beginning 1/1/2021 to 12/31/2023. Councilor Linville seconded the motion.

Vote: Motion carried 4-1.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Lehan	Yes
Councilor West	No
Councilor Linville	Yes

Development Review Board Panel A (Katie Hamm's Unexpired Term) – Appointment
Appointment of Kathryn Neil to the Development Review Board Panel A for a term beginning 1/1/2021 to 12/31/2021.

Motion: Councilor Linville moved to ratify the appointment of Kathryn Neil to the Development Review Board Panel A for a term beginning 1/1/2021 to 12/31/2021. Councilor Lehan seconded.

Vote: Motion carried 5-0.

SUMMARY OF VOTES

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

Development Review Board (Staff to Assign Panels) – Appointments
Appointment of Michael Abernathy, Jami Arbon, Rachelle Barrett, Michael Horn, and Ben Yacob to the Development Review Board, for a term beginning 1/1/2021 to 12/31/2022.

Councilor West requested Jami Arbon's name be removed from the motion as he would not be voting for Ms. Arbon.

Development Review Board (Staff to Assign Panels) – Appointments
Appointment of Michael Abernathy, Rachelle Barrett, Michael Horn, and Ben Yacob to the Development Review Board, for a term beginning 1/1/2021 to 12/31/2022.

Motion: Councilor Linville moved to ratify the appointments of Michael Abernathy, Rachelle Barrett, Michael Horn, and Ben Yacob to the Development Review Board for a term beginning 1/1/2021 to 12/31/2022. Councilor Akervall seconded the motion.

Vote: Motion carried 5-0.

DRAFT

SUMMARY OF VOTES

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

Development Review Board (Staff to Assign Panels) – Appointment

Appointment of Jami Arbon to the Development Review Board, for a term beginning 1/1/2021 to 12/31/2022.

Motion: Councilor Akervall moved to ratify the appointment of Jami Arbon to the Development Review Board for a term beginning 1/1/2021 to 12/31/2022. Councilor Lehan seconded the motion.

Council discussion ensued.

Following discussion Mayor Knapp decided to withhold this nomination and allow the Council a chance to hear from the incoming Mayor and her recommendation.

City Manager Cosgrove recommended Councilor West contact the City Attorney with any information and concerns. The City Attorney could then share this information offline in an appropriate manner in order to respect everyone's privacy rights.

Kitakata Sister City Advisory Board – Emeritus Status

Emeritus status for Susan Raxter, Lois Reimer, and Bev Schalk to the Kitakata Sister City Advisory Board.

Motion: Councilor Linville moved to ratify the emeritus status of Susan Raxter, Lois Reimer, and Bev Schalk to the Kitakata Sister City Advisory Board in emeritus status. Councilor Lehan seconded the motion.

Vote: Motion carried 5-0.

SUMMARY OF VOTES

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

Kitakata Sister City Advisory Board – Appointments (1 year)
Appointments of Jason Jones, Aaron Reyna, and Cathy Rice to the Kitakata Sister City Advisory Board for a term beginning 1/1/2021 to 12/31/2021.

Motion: Councilor Akervall moved to ratify the appointments of Jason Jones, Aaron Reyna, and Cathy Rice to the Kitakata Sister City Advisory Board for a term beginning 1/1/2021 to 12/31/2021. Councilor Lehan seconded the motion.

Vote: Motion carried 5-0.

SUMMARY OF VOTES

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

Kitakata Sister City Advisory Board – Appointments (2 years)
Appointments of Dave Schalk, Seiji Shiratori, and Ashleigh Sumerlin to the Kitakata Sister City Advisory Board for a term beginning 1/1/2021 to 12/31/2022.

Motion: Councilor Akervall moved to ratify the appointments of Dave Schalk, Seiji Shiratori, and Ashleigh Sumerlin to the Kitakata Sister City Advisory Board for a term beginning 1/1/2021 to 12/31/2022. Councilor Lehan seconded the motion.

Vote: Motion carried 5-0.

SUMMARY OF VOTES

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

Kitakata Sister City Advisory Board – Appointments (3 years)
Appointment of Adrienne Phillips, Tracy Sailors, and Robert Yokoyama to the Kitakata Sister City Advisory Board for a term beginning 1/1/2021 to 12/31/2023.

Motion: Councilor Akervall moved to ratify the appointments of Adrienne Phillips, Tracy Sailors, and Robert Yokoyama to the Kitakata Sister City Advisory Board for a term beginning 1/1/2021 to 12/31/2023. Councilor Linville seconded the motion.

Vote: Motion carried 5-0.

SUMMARY OF VOTES

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

Parks and Recreation Advisory Board – Appointment

Appointment of Nathan Early to the Parks and Recreation Advisory Board for a term beginning 1/1/2021 to 12/31/2024.

Motion: Councilor Linville moved to ratify the appointment of Nathan Early to the Parks and Recreation Advisory Board for a term beginning 1/1/2021 to 12/31/2024. Councilor Lehan seconded the motion.

Vote: Motion carried 5-0.

SUMMARY OF VOTES

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

Wilsonville-Metro Community Enhancement Committee – Appointment

Appointment of Jordan Snyder to the Wilsonville-Metro Community Enhancement Committee Position 3 for a term beginning 1/1/2021 to 6/30/2021.

Motion: Councilor Akervall moved to ratify the appointment of Jordan Snyder to the Wilsonville-Metro Community Enhancement Committee Position 3 for a term beginning 1/1/2021 to 6/30/2021. Councilor Lehan seconded the motion.

Vote: Motion carried 5-0.

SUMMARY OF VOTES

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

B. Upcoming Meetings

Mayor Knapp announced that Mayor-Elect Fitzgerald would attend the upcoming meetings.

COMMUNICATIONS

A. Soul'd Out Performance

A video presentation provided by Soul'd Out was played for Council. Following the video Sould'd Out choir member Claudia Molatore provided Council with an update on the choir.

B. Clackamas County Behavioral Health

Rob Wurpes, Chief of Police along with Jeffrey Anderson of the Clackamas County Behavioral Health Division shared information about the mental health resources available to residents feeling stressed, isolated, suicidal, or other expressing types of crisis.

Mr. Anderson shared details about the following Clackamas County Behavioral Health programs available to residents:

- Clackamas Safe + Strong a new, preventative program developed to help people navigate the mental health impacts of COVID-19. This particular program provides support to anyone who wants it thru remote counseling, food box giveaways and more. The objective of the program is for people to obtain help before a mental health issue arises. The program helps to reduces stress for individuals by providing them with emotional support and connecting them to additional outside agencies. In this particular program the outreach, workers do not classify, label individuals, nor create files. Due to COVID-19, a majority of this work is done via video and telework. These services can be obtained by calling 503-655-8585 or sending an email to referralccp@clackamas.us.
- Another resource is the GetTrainedToHelp.com, which is a website that provides online training to help non-clinical caregivers provide behavioral health support. The site's video tutorials can help people communicate with those who may be in crisis.

Staff reported they would post the information on resources presented on the City's website and provide this information in the Boones Ferry Messenger.

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.

Dina Ochs, Wilsonville resident expressed her disappointment of an electioneering complaint said to be filed by Mayor Tim Knapp against Councilor Ben West. Ms. Ochs submitted her testimony, which has been added to the record.

Mayor Knapp rebutted he had been approach by citizens of the community with the elections complaint and felt he was legally obligated to transfer the information to the Elections Division.

Gerrit Rosenthal, Metro District 3 Councilor-Elect introduced himself to Council. Mr. Rosenthal informed Council of many undertakings in the works for Metro for which he looks forward to sharing.

COUNCILOR COMMENTS

A. Council President Akervall

Attended the December 11, 2020 League of Oregon Cities elected officials training.

Requested City Manager Cosgrove communicate thanks to City of Wilsonville staff for the incredible work that they have done through the very challenging year.

B. Councilor Lehan

Ms. Lehan complimented Public Works for all of their work on the holiday decorations. In addition, she complimented the neighborhoods especially The Park at Merryfield for the spectacular outdoor decorations.

C. Councilor West

Mr. West said moving forward in the next few years Council should look at a process to insure boards/commissions are open to a diversity of thoughts.

Mr. West shared the testimony given earlier during citizens input was unexpected. He felt that Ms. Ochs demonstrated bravery for providing comment, as there was extensive online bullying.

Wished everyone a merry Christmas and reminded all moments with family really matter. Furthermore, he encouraged all to assist those in the community that do not have access or ability for a special Christmas to try to remember and find a way to bless them.

D. Councilor Linville

Ms. Linville appreciated the opportunity to have the Diversity, Equity, and Inclusion listening session. Ms. Linville also appreciated those that spoke because she understands it may have been difficult for them to do so.

Ms. Linville attended the following events:

- League of Oregon Cities Elected Essentials training; and
- Mayor Knapp celebration, she then publicly thanked Mayor Knapp for his years of service.

Shared she is very proud of the work that City staff do and how they continue to moved ahead and keep business going with their creativity. Furthermore, she expressed appreciation for the leadership that has been steadfast during this difficult time.

DRAFT

Wished all happy holidays and hoped for 2021 to be a better year.

Mayor Knapp added that staff has done a fantastic job, working under extremely trying conditions.

CONSENT AGENDA

Ms. Jacobson read the title of the Consent Agenda items into the record.

A. Minutes of the November 16, 2020 Council Meeting.

Motion: Councilor Lehan moved to approve the Consent Agenda as read. Councilor Akervall seconded the motion.

Vote: Motion carried 5-0.

SUMMARY OF VOTES

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

NEW BUSINESS

A. **Resolution No. 2869**
A Resolution Relating To Stipends And Compensation For The Mayor And City Councilors, And Repealing Resolution No. 2360.

Ms. Jacobson read the title of Resolution No. 2869 into the record.

City Manager Cosgrove provide background on this item. He informed Council compensation had been a Council goal. However, due to COVID-19, wildfires and other issues to operations this item could not be done sooner.

It was explained that the resolution in the packet contains some blanks in the dollar amount sections for compensation to Councilors, Council President, and Mayor. Those blanks would need to be filled by Council if there is a decision to move forward.

Mr. Cosgrove reminded Council they received an amended resolution for which the COLA was changed.

It was noted that if passed the resolution would not have an impact on Mayor Knapp, or Councilor Lehan, as they are term limited.

If the resolution were adopted, it would go into effect during the 2021/2022 fiscal year in order to give staff time to budget the item.

In addition, any Councilor that is philosophically opposed to receiving compensation can opt out and not receive the stipend if they so choose.

Councilors Akervall and Linville announced they would be recusing themselves from the discussion and on the vote for Resolution No. 2869. Furthermore, the Councilors reported they would mute their selves and turn off their video cameras.

Councilor West announced he would not recuse himself from Resolution No. 2869. He further stated he would only benefit from the compensation if he decides to run for a second term. Moreover, he mentioned his term ends in 2022 and if elected for a second term he would be eligible 2023.

Mayor Knapp confirmed he is not eligible to run for Council.

Councilor Lehan informed her term ends at the end of 2022. Furthermore, she is precluded from running for Council again.

Mayor Knapp then provided additional background information.

Motion: Councilor Lehan moved to approve Resolution No. 2869 with the stipend amount of $850 for Councilors, $1,150 for the Council President and $2,300 for the Mayor to be made available the next fiscal year which begins July of 2021 and as previously discussed would not apply to herself (Councilor Lehan), Mayor Knapp or Councilor West unless he were to run again. Mayor Knapp seconded the motion.

Councilor Lehan shared Council had talk about this topic for a long time and it was a Council goal. Ms. Lehan thinks it is very important to make serving on Council an equitable possibility for people, because otherwise membership tends to be heavily represented by retired individuals. Moreover, it is difficult to get families that work with school age kids to serve on the Council for more than a short period of time. Ms. Lehan thinks the compensation would make it possible for a potential Councilor to hire a babysitter when they have to come in for meetings. The compensation also allows an individual to be able to leave work early to attend early meetings. The compensation provides more flexibility to acquire a much broader range of people to be interested on serving on Council.

Councilor West stated policy wise he does not have a lot of disagreement. He does not have a problem with Council receiving a stipend. However, at this time he does not feel comfortable supporting this resolution in the time of COVID when he knows others need a paycheck and/or want to keep their businesses open. Mr. West feels at this time it would be tone death to support Council compensation. However, in the future he would support an advisory vote from the citizens or a full Council making this decision in the future.

Mayor Knapp asked Mayor West if an altered implementation date would change his outcome.

Mr. West shared at this time he would support an advisory vote to the citizens.

Mr. Cosgrove shared he clarified with City Attorney Jacobson the resolution would need a unanimous 3-0 vote of the members making the decision in order for the compensation issue to pass.

Mr. West explained he is concerned moving forward it will get worse or more difficult for families and businesses before it gets better. He described that Wilsonville City Council has helped the best they could to meet local needs but the same leadership has not been seen by the state legislatures or the governor.

He reiterated at this time he would be in full support of an advisory vote of the citizens. Mr. West shared if the City were not in this current situation his tone would be different. However, it is important to him to be careful, emphatic, and mindful of what others in the community are experiencing at this time.

Councilor Lehan called for the question.

Mayor Knapp then called for the vote.

Vote: Motion carried 2-1-2.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Recused
Councilor Lehan	Yes
Councilor West	No
Councilor Linville	Recused

It was announced that the motion failed.

CONTINUING BUSINESS

A. None.

PUBLIC HEARING

A. None.

CITY MANAGER'S BUSINESS

City Manager Cosgrove shared Wilsonville's sister city Kitakata, Japan sent over almost a thousand facemasks with specials ones to be distributed to the Mayor and Council.

DRAFT

Recalled the first meeting of the Citizens Academy was last week and reminded Council they are scheduled to present at the first meeting in January.

Wished Council a healthy, safe holiday season and thanked them for their service to the community.

LEGAL BUSINESS

City Attorney Jacobson shared the City received a decision from the Land Use Board of Appeals (LUBA) on the petition submitted by the City concerning the Aurora Airport. The decision was not in the City's favor. Ms. Jacobson then informed the Council of possible next step, if Council decides to proceed would be for the City to file an appeal of that decision to the Court of Appeals.

Ms. Jacobson reported the LUBA board ruled they did not have jurisdiction because it was not a land use matter.

Ms. Jacobson reminded Council the City also has a case in Circuit Court, which may be the other alternative for jurisdiction if the Court of Appeals agrees this is not a land use matter.

Ms. Jacobson reminded Council that during Executive Session they spoke about the various options and the strategies. However, a public vote by Council is necessary for the City to proceed further with the matter. The deadline to file a notice of appeal is January 6, 2021.

Motion: Councilor Lehan moved to proceed to appeal along with the other appellants Aurora, 1000 Friends, and Joseph Schaefer. Councilor Linville seconded the motion.

Council discussion ensued with four members of Council in support of the appeal. As they believe, it is critical to update the master plan through a transparent, inclusive land use and public process, consistent with statewide planning goals, prior to additional construction or expansion occurring at the airport.

Councilor West shared he is in the minority and desires for the City to not spend any more resources on this issue and allow the Legal team to work on other important City projects and priorities. Mr. West explained he understands the City may have not spent much in dollars however; there has been many legal hours spent. Furthermore, Mr. West thinks the City has been involved and has had a strong voice since the very beginning and that LUBA clarified many issues with their decision.

Vote: Motion carried 4-1.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Akervall	Yes
Councilor Lehan	Yes
Councilor West	No
Councilor Linville	Yes

City Attorney Jacobson reported the issue with Dutch Bros has been settled, Dutch Bros paid their SDC fees and is now open.

ADJOURN

Prior to adjournment of the meeting Mayor Knapp shared that it was very gratifying to have had the opportunity to work with the group. Moreover, he stated he is not leaving the community and he will look forward to the work that is done after him.

Mayor Knapp adjourned the meeting at 9:55 p.m.

Respectfully submitted,

_____
Kimberly Veliz, City Recorder

ATTEST:

_____
Julie Fitzgerald, Mayor

DRAFT

CITY COUNCIL MEETING
STAFF REPORT

Meeting Date: January 21, 2021	**Subject: Resolution No. 2871** Supplemental Budget Adjustment **Staff Member:** Keith Katko, Assistant Finance Director **Department:** Finance
Action Required	**Advisory Board/Commission Recommendation**
☒ Motion ☒ Public Hearing Date: ☐ Ordinance 1st Reading Date: ☐ Ordinance 2nd Reading Date: ☒ Resolution ☐ Information or Direction ☐ Information Only ☐ Council Direction ☐ Consent Agenda	☐ Approval ☐ Denial ☐ None Forwarded ☒ Not Applicable **Comments**: N/A
Staff Recommendation: Staff recommends Council adopt Resolution No. 2871.	
Recommended Language for Motion: I move to approve Resolution No. 2871.	
Project / Issue Relates To:	
☐Council Goals/Priorities	☐Adopted Master Plan(s) ☐Not Applicable

ISSUE BEFORE COUNCIL:

A supplemental budget resolution for the FY2020/21 budget year.

EXECUTIVE SUMMARY:

Oregon's Local Budget Law allows the Council to amend the adopted budget for an occurrence or condition that was not known at the time the budget was adopted. A transfer resolution moves expenditures from one category to another within a specific fund and does not increase the overall budget that was approved during the annual budget process. A supplemental budget adjustment can impact the budget by increasing revenues and/or expenditures. The supplemental adjustment can also recognize expenditures that exceed 10% of the adopted budget expenditures or 15% of the adopted contingency in a fund.

The supplemental consists of:

(1) Administration: $80,000 Restaurant Relief Program. Funded by Urban Renewal Program Income funds.

(2) Parks Maintenance: $15,865 for conversion of irrigation system from 3G to 4G. The 4G cartridge switch will allow the department to be proactive in its response to this early, unforeseen shift away from 3G. Funded through General Fund contingency.

(3) Sewer Operating / Stormwater Operating: $125,968 CCTV inspection capital equipment split 70/30 between the two departments. Funding from *budget reductions* of $44,088 in CIP 2060 Miscellaneous Small Sewer Projects, $18,895 in CIP 7048 Annual Citywide Storm Sewer Replacements, $44,089 from Sewer Operating Other Contracted Service Expense, and $18,896 from Stormwater Conveyance Maintenance expense.

(4) CIP #2105 Corral Creek & Rivergreen Station Rehab: $112,365 additional budget for contract award. Funding is from Sewer Operating Fund.

(5) Additionally, the supplemental transfers $40,000 from CIP 3006 Charbonneau Street Tree Study to CIP 9165 Urban Forest Management Plan and $3,500 from CIP 7995 Annual-Early Planning Stormwater Projects to CIP 7053 Willamette River Outfalls

EXPECTED RESULTS:

As stated in the Fiscal Management Policies, the City shall amend its annual budget in accordance with Oregon local budget law. The supplemental budget adjustment is adopted by the Council at a regularly scheduled meeting. Convening the budget committee is not required.

TIMELINE:

As required by Local Budget Law, a notice for the public hearing has been published in the Wilsonville Spokesman. The notice was published on Wednesday, January 13, 2021. Adoption of the Supplemental Budget Adjustment is required prior to the end of the fiscal year, June 30, 2021.

FINANCIAL REVIEW / COMMENT:

Reviewed by: CAR Date: 1/7/2021

LEGAL REVIEW / COMMENT:

Reviewed by: BAJ Date: 1/13/2021

COMMUNITY INVOLVEMENT PROCESS:

As required by Local Budget Law, a notice for the public hearing has been published in the Wilsonville Spokesman. The notice has also been published on the City's website. As the accompanying resolution is a budget adjustment, a public hearing must be part of the adoption process.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

The amended budget provides for the delivery of services and construction of capital projects throughout the community.

ALTERNATIVES:

Not approving the attached supplemental budget could result in overspending current budget appropriations. The City is required to disclose all excess of expenditures over appropriations in the Comprehensive Annual Financial report.

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

1. Resolution No. 2871
   A. Need, Purpose And Amount: Detail By Fund & Category

RESOLUTION NO. 2871

A RESOLUTION AUTHORIZING A SUPPLEMENTAL BUDGET ADJUSTMENT FOR FISCAL YEAR 2020-21.

WHEREAS, the City adopted a budget and appropriated funds for fiscal year 2020-21 by Resolution No. 2815; and,

WHEREAS, certain expenditures are expected to exceed the original adopted budget in some of the City's funds and budgetary transfers are necessary within these funds to provide adequate appropriation levels to expend the unforeseen costs; and,

WHEREAS, ORS 294.463 provides that a city may adjust appropriations within appropriation categories provided the enabling resolution states the need for the adjustment, purpose of the expenditure and corresponding amount of appropriation; and,

WHEREAS, all transfers from contingencies within the fiscal year to date that exceed fifteen percent (15%) of the fund's total appropriations, are included in the supplemental budget adjustment request; and,

WHEREAS, all expenditure transfers within the fiscal year to date in aggregate exceed ten percent (10%) of the fund's total expenditures, are included in the supplemental budget adjustment request; and,

WHEREAS, consistent with local budget law and based upon the foregoing, the staff report in this matter and public hearing input, the public interest is served in the proposed supplemental budget adjustment,

WHEREAS, to facilitate clarification of the adjustments in this resolution, Attachment A to this resolution provides a summary by fund of the appropriation categories affected by the proposed transfer of budget appropriation and the purpose of the expenditure.

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

The City amends and adjusts the estimated revenues and appropriations within the funds and categories delineated and set forth in Attachment A, attached hereto and incorporated by reference herein as if fully set forth.

This resolution becomes effective upon adoption.

ADOPTED by the City Council of the City of Wilsonville at a regular meeting thereof this 21st day of January, 2021 and filed with Wilsonville City Recorder this same date.

_____
Julie Fitzgerald, Mayor

ATTEST:

_____
Kimberly Veliz, City Recorder

SUMMARY OF VOTES:
Mayor Fitzgerald
Councilor President Akervall
Councilor Lehan
Councilor West
Councilor Linville

Attachment:
A. Need, Purpose And Amount: Detail By Fund & Category

ATTACHMENT A
NEED, PURPOSE AND AMOUNT: DETAIL BY FUND & CATEGORY

	Current Appropriations	Change in Appropriations	Amended Appropriations
General Fund			
Revenues			
Interfund transfers	$ 3,642,481	$ 3,465	$ 3,645,946
All other resources	33,720,388	80,000	33,800,388
Total increase in resources	37,362,869	83,465	37,446,334
Expenses			
Administration	$ 1,793,694	$ 80,000	$ 1,873,694
Parks Maintenance	1,614,549	15,865	1,630,414
Transfers	6,373,062	-	6,373,062
Contingency	8,239,093	(12,400)	8,226,693
All other requirements	19,342,471	-	19,342,471
Net change in requirements	$ 37,362,869	**$ 83,465**	$ 37,446,334
Increase to Administration program is for the Restaurant Relief Program. Increase to Parks Mtc is for irrigation maintenance. Increase in interfund transfer revenue is overhead related to Sewer Capital Project Fund CIP 2105.			
Community Development Fund			
Revenues			
Interfund transfers	$ 3,139,244	$ 9,900	$ 3,149,144
All other resources	2,642,803	-	2,642,803
Total increase in resources	5,782,047	9,900	5,791,947
Expenses			
Contingency	$ 495,459	$ 9,000	$ 504,459
All other requirements	5,286,588	-	5,286,588
Net change in requirements	5,782,047	9,000	5,791,047
Increase in interfund transfer revenue is related to Sewer Capital Project Fund CIP 2105.			
Sewer Operating Fund			
Expenses			
Wastewater collection	$ 987,349	$ 44,088	1,031,437
Interfund transfers	4,617,870	68,277	4,686,147
Contingency	13,365,946	(112,365)	13,253,581
All other requirements	6,706,664	-	6,706,664
Net change in requirements	$ 25,677,829	$ -	$ 25,677,829
Wastewater collection is for capital equipment with offset reduction interfund transfer to CIP 2060 in Sewer CIP Fund. The interfund transfer is to the Sewer Capital Project Fund for the Corral Creek & Rivergreen Pump Station Project (CIP 2105).			
Stormwater Operating Fund			
Expenses			
Stormwater Operations	$ 1,065,533	$ 18,895	1,084,428
Interfund transfers	3,569,567	(18,895)	3,550,672
Contingency	1,933,068	-	1,933,068
All other requirements	890,600	-	890,600
Net change in requirements	$ 7,458,768	$ -	$ 7,458,768
Stromwater Operation increase is for capital equipment with offset reduction interfund transfer to CIP 7048 in Stormwater CIP Fund.			

	Current Appropriations	Change in Appropriations	Amended Appropriations
Sewer Capital Project Fund			
Revenues			
Interfund transfers	$ 10,291,280	$ 68,277	$ 10,359,557
All other resources	15,928	-	15,928
Total increase in resources	10,307,208	**68,277**	10,375,485
Expenses			
Sewer capital projects	$ 9,526,031	$ 54,912	$ 9,580,943
Interfund transfers	428,986	13,365	442,351
Contingency	352,191	-	352,191
Net change in requirements	$ 10,307,208	**$ 68,277**	$ 10,375,485
The interfund transfers and corresponding requirements are for the Corral Creek & Rivergreen Pump Station Rehab (CIP 2105). Sewer capital project budget for CIP 2060 transferred to Sewer Operating for capital equipment.			
Stormwater Capital Project Fund			
Revenues			
Interfund transfers	$ 3,033,588	$ (18,895)	$ 3,014,693
All other resources	273,361	-	273,361
Total increase in resources	3,306,949	**(18,895)**	3,288,054
Expenses			
Stormwater capital projects	$ 2,682,157	$ (18,895)	$ 2,663,262
Interfund transfers	223,007	-	223,007
Contingency	401,785	-	401,785
Net change in requirements	$ 3,306,949	**$ (18,895)**	$ 3,288,054
Stormwater capital project budget for CIP 7048 transferred to Stormwater Operating for capital equipment.			
Streets Capital Projects Fund			
Revenues			
Interfund transfers	$ 14,820,577	$ (40,000)	$ 14,780,577
All other resources	1,086,407	-	1,086,407
Total increase in resources	15,906,984	**(40,000)**	15,866,984
Expenses			
Streets capital projects	$ 13,836,249	$ (35,000)	$ 13,801,249
Interfund transfers	578,105	(5,000)	573,105
Contingency	1,482,630	-	1,482,630
Net change in requirements	$ 15,896,984	**$ (40,000)**	$ 15,856,984
To transfer funds from Charbonneau Street Tree Study (CIP 3006) to the Urban Forest Management Plan (CIP 9165)			
Parks Capital Projects Fund			
Revenues			
Interfund transfers	$ 4,671,937	$ 40,000	$ 4,711,937
All other resources	330,687	-	330,687
Total increase in resources	5,002,624	**40,000**	5,042,624
Expenses			
Parks capital projects	$ 4,292,363	$ 35,000	$ 4,327,363
Interfund transfers	232,616	5,000	237,616
Contingency	477,645	-	477,645
Net change in requirements	$ 5,002,624	**$ 40,000**	$ 5,042,624
To transfer funds from Charbonneau Street Tree Study (CIP 3006) to the Urban Forest Management Plan (CIP 9165)			

WILSONVILLE
COMMUNITY DEVELOPMENT

December 2020 Monthly Report

From The Director's Office

Tis the Season of Holiday Cheer!

For the past 11 years, Candi Garrett of our Engineering Division has generously organized a holiday giving tradition in the Community Development Department. Each year, in the holiday spirit of helping those in need and brightening their holiday, a family in need—or a group of families—is chosen to receive just about everything on their holiday wish list.



This year, a family of five will receive enough food for a few feasts, new clothes and shoes to keep warm and look sharp at work, toys, games and gifts (including a bike for an 11-year-old boy), and gift cards, as well as smaller essentials such as toiletries. The family provides us with their wish list and the items are all placed on tags on the tree. Staff members take the tags and fulfill the requests for the family.

Santa's elves get together to wrap the presents and SMART staff assist Community Development staff with the delivery, which includes a fully dressed Santa making an appearance delivering all of the holiday goodies to the family. While 2020 has been hard on a lot of us, taking time out at this special time of the year to focus on the needs of others really makes us feel good. The smiles and outpouring of gratitude are so incredible and fulfilling.



The demonstrated kindness and generosity are always amazing to me; I am very proud to be a part of an organization that takes time to help those in need. To the entire CD team, I am appreciative of your kindness and giving spirit during the holiday season. To Candi specifically, thank you for organizing us so we can make a small difference in one family's life.

Respectfully submitted,

Chris Neamtzu, AICP
Community Development Director



Building Division

Whatcha Looking At: Water System Safety

Licensed Oregon Journeyman Plumbers are sometimes referred to as “the Plumbing Police.” This is not because they might give you a speeding ticket, but because of their training, expertise, and dedication to public safety. Most of us don’t think of the dangers unsafe domestic water use can bring to our households and communities. As an example of those hazards, think of how quickly diseases start after a natural disaster has destroyed the plumbing systems in an area. Within weeks after the event, the population’s health suffers from the increase in water-borne bacteria and viruses. The lack of clean water leads rapidly to unsanitary conditions. Journeyman plumbers are engaged in keeping our nation safe and well.

Besides diseases created from the lack of safe water systems, plumbers guard against other things such as:



- Excessive hot water temperatures above 120˚F that may cause scalding, particularly to children
- Freezing pipes that can literally destroy a building when they thaw
- Inefficient use of water and energy caused by improper pipe sizing
- Cross-connections between potable and non-potable water resulting in sickness or death
- Lead contaminated faucets, fixtures, and piping

Plumbers, plumbing inspectors, plumbing designers, and engineers each play an important part in ensuring the safety of our plumbing systems. There are also many important national listing agencies and code writing bodies providing guidelines and standards which avoid defects and unacceptable installation practices. The Oregon Plumbing Specialty Code is extensively reviewed and updated every three years. Oregon journeymen plumbers are required to successfully complete a four year apprenticeship program and a state examination. Plumbing inspectors are certified by the State of Oregon for competence and experience. The plumbing industry is profoundly serious about maintaining our high standards in order to continue to provide for the health and safety of our citizens.

The City of Wilsonville’s Building Division is in partnership with our other City departments to continue to watch for any “problems” that might affect the safety of our plumbing systems. Although most installations we see are never an issue, sometimes we encounter unlicensed individuals or work that does not meet plumbing code requirements. If in doubt, please call or email a plumbing inspector so we can check it out.

-Mike Ditty, Building Inspector/Plans Examiner

Engineering Division, Capital Projects

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

This project involves the design and construction of the extension of 5th Street and Kinsman Road between Boones Ferry Road and Wilsonville Road, including water, sewer, storm, franchise utility extension, and installation of a portion of the Ice Age Tonquin Trail. Land acquisition work is underway. Construction bid documents are complete and the solicitation for construction bids is underway. Construction is planned to start in March 2021.

Boberg Diversion Structure Replacement (2100)

This project replaces the outdated Boberg Road wastewater diversion structure to improve wastewater collection system functionality and ensures available capacity for upstream development in the Coffee Creek and Basalt Creek areas into the future. Murraysmith, the City's engineering consultant, was brought under contract in August 2020 to start design work. Preliminary design work (60%) is happening over November and December. Design work is anticipated to continue through March 2021, with construction occurring in spring and summer 2021.

Boeckman Dip Bridge (4212)

The Engineering Division is wrapping up the report on the embankment option and are getting a consultant on board to begin the hydraulic and hydrologic study of Boeckman Creek.

Elligsen Well Upgrade and Maintenance (1128)

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

French Prairie Road Phase II (2500/4500/7500)

This project will include paving, storm sewer, and sanitary sewer improvements to French Prairie Road in the Charbonneau development. The contract was awarded to K&E Excavating. Construction was completed in December 2020.

Garden Acres Road (4201)

This project involves the design and construction of Garden Acres Road from a rural local access road to an urban industrial roadway as part of the Coffee Creek Industrial Area plan and includes Willamette Water Supply Program segment PLM_1.2 of the 66" water transmission pipe. Installation of the WWSP 66" raw water pipeline on the north side of Day Road is complete and testing of the pipeline is underway. Roadway construction on Garden Acres Road is underway (pictured right). Project completion is delayed approximately two months and is now anticipated for March 2021 (weather dependent).



Engineering Division, Capital Projects

I-5 Pedestrian Bridge (4202)

This project involves the design and preparation of construction documents for a pedestrian and bicycle bridge over Interstate 5 from Town Center Loop West to Boones Ferry/Barber Street. The design team is proceeding with design of the bridge and plaza based on Council direction in October. Preliminary 30% design documents will be submitted for review in January 2021.

Memorial Park Pump Station (2065)

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

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

This project includes paving, storm sewer, sanitary sewer, and water line improvements to Old Farm Road, Arbor Glen Loop, and Arbor Glen Court in the Charbonneau development. The design will be completed and construction bids will be solicited in January 2021. Construction is anticipated to be completed by December 2021.

Raw Water Facility Improvements

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



Raw Water Facility Improvements

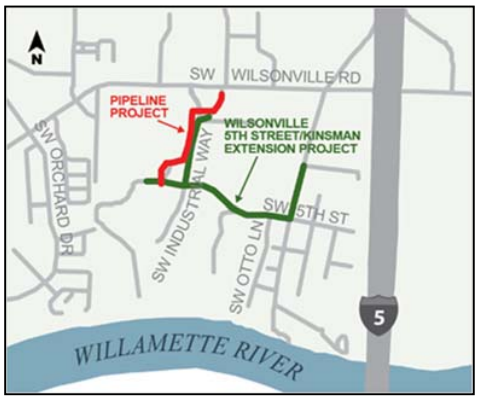
Street Maintenance Project 2020 (4014/4118)

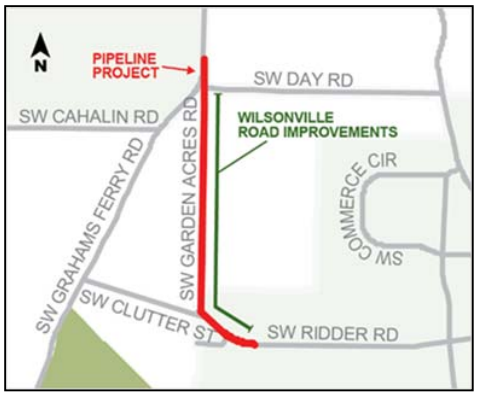
Construction is nearly complete on Burns Way, Day Road, Elligsen Road, Main Street, and Parkway Avenue. Concrete repairs will continue over the next few weeks and small sections of striping will be finished when there is a dry stretch of weather.

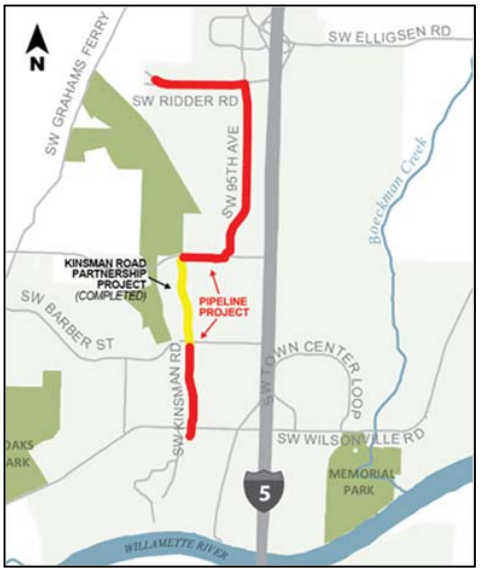
WTP Expansion to 20 MGD (1144)

This project will expand the Water Treatment Plant (WTP) capacity to 20 MGD and incorporate related WTP capital improvements, including Life Safety Upgrades (1137), Seismic Retrofits (1145), and Repair and Replacement (1146) projects. A Contract Manager/ General Contractor (CMGC) alternative contracting method was approved by City Council. An engineering contract was awarded in July. Completion of the 30% design is anticipated in early 2021, at which time a CMGC solicitation will occur. Final design will be completed in coordination with the CMGC in 2021, followed by construction in 2022-2023.

Engineering Division, Capital Projects







WWSP Coordination (1127)

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

- **Phase 1 Wilsonville Road (PLM 1.1)** The Willamette Water Supply Program's (WWSP) PLM_1.1 project consists of 1,400 feet of 66-inch diameter pipeline that began construction in the fall of 2019. The pipeline starts near the Willamette River Water Treatment Plant property. It ends in Kinsman Road just south of the Kinsman Road and Wilsonville Road intersection.
  - Construction of the project is substantially complete with minor punch list work underway.
  - Final completion is anticipated to occur in February 2021.
- **Phase 2, Garden Acres Road to 124th (PLM 1.2)** The WWSP partnered with Wilsonville to construct the PLM_1.2 pipeline with the City's Garden Acres Road Improvements Project.
  - Moore Excavation, Inc. has constructed 3,600 feet of 66 -inch pipeline along Garden Acres Road from Ridder Road to just beyond Day Road. Their work included a trenchless undercrossing of Day Road.
  - Installation of the pipeline project is complete and testing is underway. The project is scheduled to be completed in early March 2021.
- **Phase 3, Wilsonville Road to Garden Acres Road (PLM 1.3)** The WWSP is coordinating with the City of Wilsonville to construct 12,200 feet of a 66-inch water pipeline from just south of the Wilsonville Road and Kinsman Road intersection to Garden Acres Road. It will connect the remaining portion of the pipeline through Wilsonville and follows Kinsman Road, Boeckman Road, 95th Avenue, and Ridder Road.
  - Construction of the PLM_1.3 pipeline is anticipated to begin in February 2022, with completion in 2024.
  - Construction will occur in phases to enhance safety and minimize traffic, neighborhood, and business disruptions.
  - 60% design plans will be submitted for review in February 2021.

WWTP Master Plan (2104)

This project will evaluate capacity of Wastewater Treatment Plant (WWTP) processes to accommodate projected growth and regulatory changes. A prioritized capital improvement plan and budget will be developed. The engineering contract was awarded in May and the project is anticipated to be completed by fall 2021.

Engineering Division, Private Development

Coffee Creek Logistics Center

This project is currently under plan review.

DP Nicoli

The contractor is working on both the onsite and offsite Low Impact Development (LID) facilities.

Dutch Bros Coffee

The contractor is working on punch list items to be released from the Temporary Certificate of Occupancy.

Fir Avenue Commons

This is a ten-unit condominium development in Old Town. Most of the sidewalks have been installed, as has the pervious private drive. The above-ground communication lines still need to be relocated.

Grace Chapel

This project involves the remodel and expansion of the south building of the former Pioneer Pacific College, along with the rerouting of a major storm drain line. Work continues on site improvements. A private sanitary pump is being installed and will soon be connected to the existing service line at the south end of the project.

Northstar Contractor Establishment—Clay Street

This project is located in Washington County and onsite improvements are subject under the Washington County permit. The street improvements are under the City of Wilsonville permit. The curb has been poured and the road has been temporarily patched.

Regional Park 7&8

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

Siena at Villebois Fire Reconstruction

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


Dutch Bros


Fir Avenue Commons


Regional Park 7&8


Grace Chapel

Engineering Division, Natural Resources

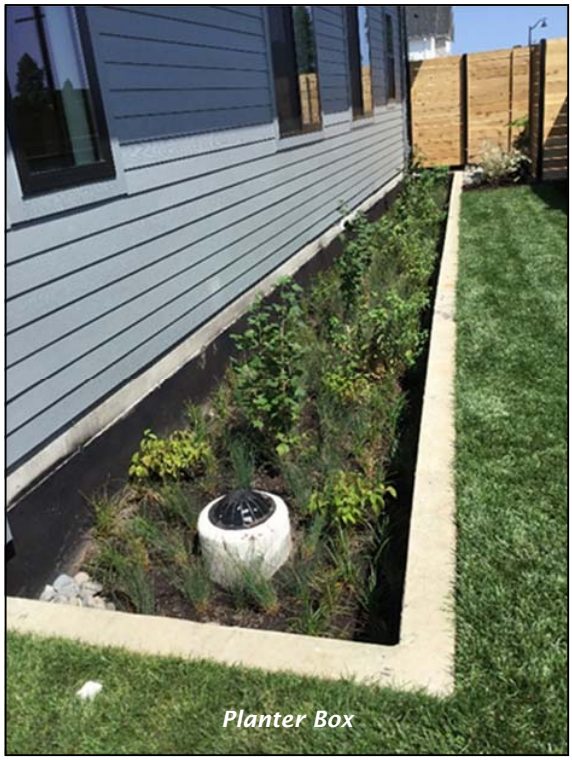
NPDES Annual Report

An annual report is prepared every fall for the City's NPDES stormwater program. The report is submitted to the Oregon Department of Environmental Quality and documents stormwater management practices, land use changes, and new development activities, as well as program expenditures and water quality monitoring.

Highlights from this year's report include:

- Private Lift Stations: Due to improperly maintained private lift stations, the City implemented an inspection program in 2018. The goal of the program is to educate owners of private lift stations about their facilities and require them to conduct annual inspections and maintenance.
- New Stormwater Facilities: Every year sees an increase in the number of private stormwater facilities constructed to treat and control stormwater runoff from development sites. During the reporting year (July 1, 2019 to June 30, 2020), five rain gardens, 26 vegetated swales, and 11 planter boxes were installed.
- Existing Stormwater Facilities: During the reporting year, staff inspected 266 private stormwater facilities. All of the facilities were given an inspection ranking and entered into the City's asset management system (i.e., Cartegraph).
- Shout Out to Public Works! Approximately 26,000 linear feet of the stormwater conveyance system was cleaned and maintained over the reporting year.
- Native Trees: The Parks and Recreation Department planted approximately 400 native plants as part of regular landscape maintenance.


Vegetated Swale


Planter Box

Planning Division, Current

Administrative Land Use Decisions Issued

- 5 Class I Sign Permits
- 1 Class I Temporary Use Permit
- 11 Type A Tree Permits
- 7 Type B Tree Permits
- 1 Type C Tree Permit
- Residential building permits

Construction Permit Review, Development Inspections, and Project Management

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

- DP Nicoli Industrial Development on Boberg Road
- Dutch Bros Coffee kiosk in Town Center
- Grace Chapel on Parkway Avenue
- Hilton Garden Inn on Parkway Avenue
- I&E Construction headquarters on Parkway Avenue
- Parkway Woods Business Park remodel/site revisions
- Regional Park 7&8 in Villebois
- Residential subdivisions in Frog Pond West

Development Review Board (DRB)

DRB Panels A and B did not meet in December.

DRB Projects Under Review

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

- 8-lot subdivision on Canyon Creek Road South
- New activity center for Charbonneau Country Club (shown below)



Planning Division, Long Range

Middle Housing in Wilsonville Project (House Bill 2001 Implementation)

In December, Planning staff continued to work with the consultant team to prepare for Planning Commission and City Council work sessions in January and February. In addition, staff continued to stay engaged in the State rulemaking process, including preparing written testimony for and testifying in person at a Land Conservation and Development Commission (LCDC) hearing on December 9. On December 9, LCDC unanimously adopted rules including specific provisions for master-planned communities lobbied for by the City. In December, Centro Cultural of Washington County pressed forward with an outreach component of the project focused on the Latinx community and other communities of color.



Planning Commission

The Planning Commission did not meet in December.

Tree City USA

The City applied for its 23rd consecutive Tree City USA designation and 11th Growth Award in December. Since 2018, Wilsonville has been recognized as a Sterling Tree City USA, having earned 10 Growth Awards for demonstrating higher levels of tree care and community engagement during a calendar year. This year's Growth Award focuses on the City's Urban Forest Management Plan, the Heritage Tree Story Map, and our cooperative partnership with Friends of Trees. Wilsonville takes great pride in being recognized as a Sterling Tree City USA, reflecting our commitment to maintaining and promoting an ongoing investment in the community's urban forestry efforts.

TREE CITY USA®

Planning Division, Long Range

Wilsonville Town Center Plan

I-5 Pedestrian Bridge

The Town Center project team continued development of bridge and plaza designs for the I-5 Pedestrian Bridge and Town Center Gateway Plaza project, which will provide an important connection between Town Center, the Wilsonville Transit Center and neighborhoods west of Interstate 5. During December, the project team continued work on detailed design for the bridge and gateway plaza, refining details of the east and west bridge landings. The project team anticipates 30% design in early 2021.

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

Streetscape Plan

The project team continued to refine the project in response to feedback from the Planning Commission and the first Public Forum held in November. Coordination meetings were held with the Urban Forest Management Plan to identify and preserve existing trees in Town Center and consider how recommendations regarding future street tree species will be incorporated into the Streetscape Plan. The team did initial work to set up additional community engagement in the form of stakeholder interviews to shape various elements of the draft concepts. The draft concepts will be presented to Planning Commission and City Council in the Spring of 2021.

WILSONVILLE FINANCE

December Monthly Report

From the Director:

Greetings from the Finance Team!

Hard to believe that the New Year is upon us! Best wishes for a great 2021!

This month, the City's longest termed employee, Pamela Munsterman, will be retiring. Pam has been the municipal court clerk for years and has served the Wilsonville community for 35 years! While we are certainly said to see her go, we wish her nothing but the best. Pam's last day will be January 29th.

Our new Finance Operations Manager, Kathryn Smith, began working for us at the end of December. Ms. Smith, has worked in both the private and public sector over her career and has already stepped in to the MUNIS payroll implementation process. We are scheduled to go live with payroll in the April-May timeframe.

We are busy preparing for the mid-year review with the Budget Committee to be held on the evening of January 26th. The presentation will look at each operating fund and compare where we are at as of 12/31 to the budget. Hope to see you them!

Stay safe.

-Cathy Rodocker

By the Numbers:

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

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

Utility Billing:		Accounts Payable:		Municipal Court:	
Total Monthly Bills	40,886	December AP Pymts	$4.9M	Total Citations Issued	567
New Customers	582	Payments Processed	481	Total Suspensions Issued	158
New Service Locations	65			Ticket Revenue	$96,678

FY21 Financial Update:

General Fund:

YTD, the General Fund has received over $8.2M in property taxes. This equates to over 93% of what was budgeted. The remainder of taxes will be received throughout the rest of the fiscal year. As typical, we will be expecting the receipts of Franchise Fees and Privilege taxes during the third quarter. We also expect to receive the Library's property tax share from the Library district during the next quarter as well. Expenditures to date are approximately 39% of budget.

Building Inspection Fund:

Permit revenue through December is now at 44% of budget and expenditures are at 43% of budget. Through the first half of the fiscal year, this fund has used approximately $247K of their beginning fund balance, which is less than had been anticipated.

Community Development Fund:

Permit revenues received through December is 34% of budget for a total of $242K. Transfers In and Charges for Services, which are primarily derived from project management fees for capital projects, total $1.9M. As of the end of the December, revenues for the CD Fund are outpacing the expenditures by approximately $336K.

Road Operating Fund:

Gas Tax and Vehicle Registration Fee revenues continue to be coming in lower than anticipated. As of December, only 37% of the amount budgeted has been received. Public Works continues to closely monitor the fund's operating expenditures.

Utility Funds:

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

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

		Current Year Budget	Year to Date Activity	*Remaining Balance*	*Remaining %*
110 - General Fund					
	Taxes	$ 11,954,800	$ 8,359,678	$ 3,595,122	*30%*
	Intergovernmental	2,415,495	665,371	1,750,124	*72%*
	Licenses and permits	182,750	161,236	21,514	*12%*
	Charges for services	672,610	211,238	461,372	*69%*
	Fines and forfeitures	320,000	93,071	226,929	*71%*
	Investment revenue	163,900	72,566	91,334	*56%*
	Other revenues	665,250	540,594	124,656	*19%*
	Transfers in	4,151,876	1,660,129	2,491,747	*60%*
	TOTAL REVENUES	**$ 20,526,681**	**$ 11,763,884**	**$ 8,762,797**	***43%***
	Personnel services	$ 9,334,432	$ 4,047,526	$ 5,286,906	*57%*
	Materials and services	10,448,382	2,777,478	7,670,904	*73%*
	Capital outlay	20,000	25,473	(5,473)	*-27%*
	Transfers out	6,373,062	3,419,907	2,953,155	*46%*
	TOTAL EXPENDITURES	**$ 26,175,876**	**$ 10,270,385**	**$ 15,905,491**	***61%***
610 - Fleet Fund					
	Charges for services	$ 1,411,703	$ 706,063	$ 705,640	*50%*
	Investment revenue	9,600	7,391	2,209	*23%*
	Other revenues	18,000	-	18,000	*100%*
	TOTAL REVENUES	**$ 1,439,303**	**$ 713,453**	**$ 725,850**	***50%***
	Personnel services	$ 788,700	$ 311,909	$ 476,791	*60%*
	Materials and services	676,906	229,676	447,230	*66%*
	Capital outlay	65,000	-	65,000	*100%*
	Transfers out	2,400	1,200	1,200	*50%*
	TOTAL EXPENDITURES	**$ 1,533,006**	**$ 542,786**	**$ 990,220**	***65%***
230 - Building Inspection Fund					
	Licenses and permits	$ 950,565	$ 417,456	$ 533,109	*56%*
	Charges for services	9,600	4,800	4,800	*50%*
	Investment revenue	22,800	25,984	(3,184)	*-14%*
	Transfers in	40,883	20,442	20,441	*50%*
	TOTAL REVENUES	**$ 1,023,848**	**$ 468,681**	**$ 555,167**	***54%***
	Personnel services	$ 1,081,750	$ 468,818	$ 612,932	*57%*
	Materials and services	165,347	93,491	71,856	*43%*
	Transfers out	405,321	154,149	251,172	*62%*
	TOTAL EXPENDITURES	**$ 1,652,418**	**$ 716,458**	**$ 935,960**	***57%***
231 - Community Development Fund					
	Intergovernmental	$ 63,000	$ -	$ 63,000	*100%*
	Licenses and permits	709,723	241,694	468,029	*66%*
	Charges for services	619,450	253,854	365,596	*59%*
	Investment revenue	12,500	23,041	(10,541)	*-84%*
	Other revenues	250	140	110	*44%*
	Transfers in	3,119,134	1,602,714	1,516,420	*49%*
	TOTAL REVENUES	**$ 4,524,057**	**$ 2,121,443**	**$ 2,402,614**	***53%***
	Personnel services	$ 3,215,620	$ 1,346,926	$ 1,868,694	*58%*
	Materials and services	712,625	145,985	566,640	*80%*
	Transfers out	584,243	292,122	292,121	*50%*
	TOTAL EXPENDITURES	**$ 4,512,488**	**$ 1,785,032**	**$ 2,727,456**	***60%***
240 - Road Operating Fund					
	Intergovernmental	$ 2,382,151	$ 891,069	$ 1,491,082	*63%*
	Investment revenue	2,000	9,440	(7,440)	*-372%*
	Other revenues	2,000	315	1,686	*84%*
	TOTAL REVENUES	**$ 2,386,151**	**$ 900,823**	**$ 1,485,328**	***62%***
	Personnel services	$ 382,270	$ 147,061	$ 235,209	*62%*
	Materials and services	514,578	196,625	317,953	*62%*
	Capital outlay	13,000	10,246	2,754	*21%*
	Debt service	82,000	-	82,000	*100%*
	Transfers out	1,525,765	124,521	1,401,244	*92%*
	TOTAL EXPENDITURES	**$ 2,517,613**	**$ 478,452**	**$ 2,039,161**	***81%***

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

	Current Year Budget	Year to Date Activity	*Remaining Balance*	*Remaining %*
241 - Road Maintenance Fund				
Charges for services	$ 2,065,000	$ 1,048,943	$ 1,016,057	*49%*
Investment revenue	3,100	21,403	(18,303)	*-590%*
TOTAL REVENUES	**$ 2,068,100**	**$ 1,070,346**	**$ 997,754**	***48%***
Transfers out	$ 4,092,922	$ 123,313	$ 3,969,609	*97%*
TOTAL EXPENDITURES	**$ 4,092,922**	**$ 123,313**	**$ 3,969,609**	***97%***
260 - Transit Fund				
Taxes	$ 5,050,000	$ 2,659,511	$ 2,390,489	*47%*
Intergovernmental	5,296,588	921,744	4,374,844	*83%*
Charges for services	170,000	-	170,000	*100%*
Fines and forfeitures	5,000	144,442	(139,442)	*-2789%*
Investment revenue	31,100	27,427	3,673	*12%*
Other revenues	16,000	-	16,000	*100%*
TOTAL REVENUES	**$ 10,568,688**	**$ 3,753,123**	**$ 6,815,565**	***64%***
Personnel services	$ 4,106,110	$ 1,715,322	$ 2,390,788	*58%*
Materials and services	2,268,268	764,633	1,503,635	*66%*
Capital outlay	2,629,941	115,390	2,514,551	*96%*
Transfers out	808,863	297,186	511,677	*63%*
TOTAL EXPENDITURES	**$ 9,813,182**	**$ 2,892,531**	**$ 6,920,651**	***71%***
510 - Water Operating Fund				
Charges for services	$ 9,006,000	$ 5,850,002	$ 3,155,998	*35%*
Fines and forfeitures	19,000	(5)	19,005	*100%*
Investment revenue	195,000	131,848	63,152	*32%*
Other revenues	12,000	22,329	(10,329)	*-86%*
Transfers in	183,270	-	183,270	*100%*
TOTAL REVENUES	**$ 9,415,270**	**$ 6,004,174**	**$ 3,411,096**	***36%***
Personnel services	$ 615,190	$ 241,219	$ 373,971	*61%*
Materials and services	4,405,491	1,755,605	2,649,886	*60%*
Capital outlay	426,000	107,205	318,795	*75%*
Transfers out	4,003,411	394,198	3,609,213	*90%*
TOTAL EXPENDITURES	**$ 9,450,092**	**$ 2,498,226**	**$ 6,951,866**	***74%***
520 - Sewer Operating Fund				
Charges for services	$ 8,147,000	$ 4,062,598	$ 4,084,402	*50%*
Investment revenue	196,200	147,313	48,887	*25%*
Other revenues	18,000	13,951	4,049	*22%*
Transfers in	600,000	-	600,000	*100%*
TOTAL REVENUES	**$ 8,961,200**	**$ 4,223,862**	**$ 4,737,338**	***53%***
Personnel services	$ 365,500	$ 169,602	$ 195,898	*54%*
Materials and services	3,577,813	1,338,127	2,239,686	*63%*
Debt service	2,960,000	480,256	2,479,744	*84%*
Transfers out	4,617,870	823,872	3,793,998	*82%*
TOTAL EXPENDITURES	**$ 11,521,183**	**$ 2,811,857**	**$ 8,709,326**	***76%***
550 - Street Lighting Fund				
Charges for services	$ 524,150	$ 266,301	$ 257,849	*49%*
Investment revenue	12,500	6,652	5,848	*47%*
TOTAL REVENUES	**$ 536,650**	**$ 272,953**	**$ 263,697**	***49%***
Materials and services	$ 381,320	$ 170,695	$ 210,625	*55%*
Transfers out	1,305,247	7,222	1,298,025	*99%*
TOTAL EXPENDITURES	**$ 1,686,567**	**$ 177,917**	**$ 1,508,650**	***89%***
570 - Stormwater Operating Fund				
Charges for services	$ 3,370,000	$ 1,648,534	$ 1,721,466	*51%*
Investment revenue	15,300	16,618	(1,318)	*-9%*
Transfers in	2,500,000	2,500,000	-	*0%*
TOTAL REVENUES	**$ 5,885,300**	**$ 4,165,151**	**$ 1,720,149**	***29%***
Personnel services	$ 270,080	$ 115,880	$ 154,200	*57%*
Materials and services	782,453	233,773	548,680	*70%*
Capital outlay	13,000	9,950	3,050	*23%*
Debt service	679,200	-	679,200	*100%*
Transfers out	3,569,567	1,045,536	2,524,031	*71%*
TOTAL EXPENDITURES	**$ 5,314,300**	**$ 1,405,139**	**$ 3,909,161**	***74%***

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

		Current Year Budget	Year to Date Activity	*Remaining Balance*	*Remaining %*
336 - Frog Pond Development					
	Licenses and permits-West Hills	$ 594,839	$ 466,721	$ 128,118	*22%*
	Licenses and permits-Pahlisch	714,270	-	714,270	*100%*
	Investment revenue	9,000	4,747	4,253	*47%*
	TOTAL REVENUES	**$ 1,318,109**	**$ 471,468**	**$ 846,641**	***64%***
	Materials and services	$ 9,240	$ 884	$ 8,356	*90%*
	Transfers out	-	-	-	-
	TOTAL EXPENDITURES	**$ 9,240**	**$ 884**	**$ 8,356**	***90%***
346 - Roads SDC					
	System Development Charges	$ 2,493,198	$ 728,275	$ 1,764,923	*71%*
	Investment revenue	85,500	37,290	48,210	*56%*
	TOTAL REVENUES	**$ 2,578,698**	**$ 765,564**	**$ 1,813,134**	***70%***
	Materials and services	$ 40,260	$ 16,411	$ 23,849	*59%*
	Transfers out	8,130,655	164,186	7,966,469	*98%*
	TOTAL EXPENDITURES	**$ 8,170,915**	**$ 180,597**	**$ 7,990,318**	***98%***
396 - Parks SDC					
	System Development Charges	$ 683,311	$ 267,331	$ 415,980	*61%*
	Investment revenue	46,000	21,868	24,132	*52%*
	TOTAL REVENUES	**$ 729,311**	**$ 289,199**	**$ 440,112**	***60%***
	Materials and services	$ 16,400	$ 7,404	$ 8,996	*55%*
	Transfers out	4,415,206	175,753	4,239,453	*96%*
	TOTAL EXPENDITURES	**$ 4,431,606**	**$ 183,156**	**$ 4,248,450**	***96%***
516 - Water SDC					
	System Development Charges	$ 1,040,811	$ 1,003,641	$ 37,170	*4%*
	Investment revenue	64,500	22,678	41,822	*65%*
	TOTAL REVENUES	**$ 1,105,311**	**$ 1,026,319**	**$ 78,992**	***7%***
	Materials and services	$ 25,180	$ 10,047	$ 15,133	*60%*
	Transfers out	3,747,702	52,189	3,695,513	*99%*
	TOTAL EXPENDITURES	**$ 3,772,882**	**$ 62,236**	**$ 3,710,646**	***98%***
526 - Sewer SDC					
	System Development Charges	$ 884,015	$ 223,184	$ 660,831	*75%*
	Investment revenue	56,200	40,505	15,695	*28%*
	TOTAL REVENUES	**$ 940,215**	**$ 263,689**	**$ 676,526**	***72%***
	Materials and services	$ 21,410	$ 7,440	$ 13,970	*65%*
	Transfers out	7,380,605	506,114	6,874,491	*93%*
	TOTAL EXPENDITURES	**$ 7,402,015**	**$ 513,554**	**$ 6,888,461**	***93%***
576 - Stormwater SDC					
	System Development Charges	$ 591,623	$ 90,159	$ 501,464	*85%*
	Investment revenue	27,800	14,326	13,474	*48%*
	TOTAL REVENUES	**$ 619,423**	**$ 104,485**	**$ 514,938**	***83%***
	Materials and services	$ 5,580	$ 2,273	$ 3,307	*59%*
	Transfers out	361,697	7,632	354,065	*98%*
	TOTAL EXPENDITURES	**$ 367,277**	**$ 9,905**	**$ 357,372**	***97%***

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

		Current Year Budget	Year to Date Activity	*Remaining Balance*	*Remaining %*
800 - Year 2000 Program Income					
	Investment revenue	$ 8,600	$ 3,610	$ 4,990	*58%*
	Other revenues	150,000	78,200	71,800	*48%*
	Transfers in	-	-	-	-
	TOTAL REVENUES	**$ 158,600**	**$ 81,810**	**$ 76,790**	***48%***
	Materials and services	$ 50,000	$ 13,824	$ 36,176	*72%*
	Transfers out	-	-	-	-
	TOTAL EXPENDITURES	**$ 50,000**	**$ 13,824**	**$ 36,176**	***72%***
805 - Year 2000 Capital Projects					
	Investment revenue	$ 89,600	$ 57,205	$ 32,395	*36%*
	Other revenues	-	-	-	-
	Transfers in	-	-	-	-
	TOTAL REVENUES	**$ 89,600**	**$ 57,205**	**$ 32,395**	***36%***
	Materials and services	$ 631,260	$ 235,656	$ 395,604	*63%*
	Capital outlay	9,435,473	60,274	9,375,199	*99%*
	Transfers out	-	-	-	-
	TOTAL EXPENDITURES	**$ 10,066,733**	**$ 295,930**	**$ 9,770,803**	***97%***
807 - Year 2000 Debt Service					
	Taxes	$ 4,074,200	$ 3,671,143	$ 403,057	*10%*
	Investment revenue	132,200	35,877	96,323	*73%*
	Other revenues	-	-	-	-
	Transfers in	-	-	-	-
	TOTAL REVENUES	**$ 4,206,400**	**$ 3,707,020**	**$ 499,380**	***12%***
	Materials and services	$ -	$ -	$ -	-
	Debt service	597,500	101,681	495,819	*83%*
	Transfers out	-	-	-	-
	TOTAL EXPENDITURES	**$ 597,500**	**$ 101,681**	**$ 495,819**	***83%***
810 - Westside Program Income					
	Investment revenue	$ 1,800	$ 873	$ 927	*51%*
	Other revenues	-	-	-	-
	Transfers in	-	-	-	-
	TOTAL REVENUES	**$ 1,800**	**$ 873**	**$ 927**	***51%***
	Materials and services	$ -	$ -	$ -	-
	Capital outlay	-	-	-	-
	Transfers out	-	-	-	-
	TOTAL EXPENDITURES	**$ -**	**$ -**	**$ -**	**-**

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

		Current Year Budget	Year to Date Activity	*Remaining Balance*	*Remaining %*
815 - Westside Capital Projects					
	Investment revenue	$ 17,700	$ 3,706	$ 13,994	*79%*
	Other revenues	-	-	-	-
	Transfers in	-	-	-	-
	TOTAL REVENUES	**$ 17,700**	**$ 3,706**	**$ 13,994**	***79%***
	Materials and services	$ 1,000,970	$ 709,086	$ 291,884	*29%*
	Capital outlay	-	-	-	-
	Transfers out	-	-	-	-
	TOTAL EXPENDITURES	**$ 1,000,970**	**$ 709,086**	**$ 291,884**	***29%***
817 - Westside Debt Service					
	Taxes	$ 5,084,500	$ 4,575,281	$ 509,219	*10%*
	Intergovernmental	-	-	-	-
	Investment revenue	115,000	64,609	50,391	*44%*
	Other revenues	-	-	-	-
	Transfers in	-	-	-	-
	TOTAL REVENUES	**$ 5,199,500**	**$ 4,639,890**	**$ 559,610**	***11%***
	Materials and services	$ -	$ -	$ -	-
	Debt service	2,725,000	1,152,191	1,572,809	*58%*
	Transfers out	-	-	-	-
	TOTAL EXPENDITURES	**$ 2,725,000**	**$ 1,152,191**	**$ 1,572,809**	***58%***
825 - Coffee Creek Capital Projects					
	Investment revenue	$ 17,900	$ 1,544	$ 16,356	*91%*
	Other revenues	-	-	-	-
	Transfers in	500,000	500,000	-	*0%*
	TOTAL REVENUES	**$ 517,900**	**$ 501,544**	**$ 16,356**	***3%***
	Materials and services	$ 102,000	$ 20,974	$ 81,026	*79%*
	Capital outlay	2,658,737	187,503	2,471,234	*93%*
	Transfers out	-	-	-	-
	TOTAL EXPENDITURES	**$ 2,760,737**	**$ 208,477**	**$ 2,552,260**	***92%***
827 - Coffee Creek Debt Service					
	Taxes	$ 318,700	$ 287,491	$ 31,209	*10%*
	Investment revenue	7,400	1,616	5,784	*78%*
	Other revenues	-	-	-	-
	Transfers in	-	-	-	-
	TOTAL REVENUES	**$ 326,100**	**$ 289,107**	**$ 36,993**	***11%***
	Materials and services	$ -	$ -	$ -	-
	Debt service	778,000	639,382	138,618	*18%*
	Transfers out	-	-	-	-
	TOTAL EXPENDITURES	**$ 778,000**	**$ 639,382**	**$ 138,618**	***18%***

WILSONVILLE PUBLIC LIBRARY

December 2020 Monthly Report

From the Director

December is always a special month for us with the approach of the holidays, and this year was no exception.

As an adjunct to library programs, Youth Services and Adult Services staff created "Take and Make Bags" for the month of December. The Youth Services staff pre-recorded programs for Storytime and assembled Take and Make bags that included activities to accompany the featured stories each week. Teen bags included hot cocoa mix and treats for teens to enjoy at their virtual Hot Cocoa party. Adult bags contained a variety of holiday-related activities, as well as supplies to make a waterless snow globe. The bags were very popular, with all supplies gone within four days of becoming available.

Due to popular request, we added an additional English Conversation Group to our weekly schedule. The new group meets online Saturday mornings from 9:30-10:30 a.m.

Libraries in Clackamas County's (LINCC) "Library of Things" collection won a 2020 Achievement Award from the National Association of Counties (NACo). The "Library of Things" is a collection of non-standard items for patrons to check out that is hosted at a library. The things include, but are not limited to, arts and crafts, bakeware/kitchenware, board games and recreational kits, event/party equipment, home equipment (e.g., VHS to DVD converter, therapy light), musical instruments, science/technology kits and tools. The Wilsonville Public Lbrary is one of nine LINCC libraries that participate in the Library of Things.

County network upgrades on December 12 resulted in an anticipated internet outage at the library, which made the library catalog unavailable. However, due to issues with the upgrades, item transfers between libraries was unavailable for nearly a week. Library staff took action and were able to continue to provide services to citizens despite the outage challenges.

All library staff participated in City-wide COVID-19 training provided by Human Resources and the Emergency Operations Center.

Progress continues to be made with the plan for new furniture. Staff are considering fabric samples for the new furniture. In the meantime, we offered our old furniture to other Oregon libraries. As of this writing, nearly 80% of the old furniture has been claimed, and most of it taken away.

Three new on-call library clerks were hired and have received their training. We are happy to have them on board!

-Pat Duke, Library Director





December 2020 Parks & Rec Report

Director's Report:

With a new year comes new opportunities, adventures, and hopefully, a return to 'normalcy' for everyone. Looking back at a difficult 2020 I'm extremely proud of our Parks and Recreation Team. Sometimes during the most trying of times you see true strength shine through. To quote Michael Jordan, "Obstacles don't have to stop you, if you run into a wall, don't turn around and give up. Figure out how to climb it, go through it or work around it," Your entire Parks and Recreation Team did just that and will continue to give a 100% regardless of the situations surrounding all of us.

During the month of December the citizens of Wilsonville stepped up like no other place I've ever seen. This was exemplified when our annual Toy Drive brought in over 500 presents for kids in real need. Staff also implemented a new program called "Stockings for Seniors". This program asked residents to provide Holiday Stockings for elderly encountering difficult times. The Wilsonville community filled up and brought in over 100 stockings. Just another reason it makes me proud to live in this City.

Other programs that were quite successful the last month of 2020, were the Gingerbread Hunt (over 60 families participated), Holiday Cookie Making Contest (over 30 people joined in), the winter gnome virtual crafting event (170+ views) and staff, I mean Santa, received over 90 letters. These letters were answered via hand written responses from one of our special elves Brenda Howe. Great job Brenda!!!

Programs and other accomplishments that stood out in 2020, included cooking and home delivering over 22,000 meals. Several virtual, drive-thru and socially distanced programs including a very popular free pumpkin give away.

Although pointed out in prior reports, I believe it is worth mentioning again the outstanding achievements of our park crew. These include a new Dog Park, a fully accessible surface and swing at Murase, new play amenities at Park at Merryfield and of course the best holiday lights ever on display at Town Center Park.

Once again we are all looking forward to 2021, and hope to see all of you taking part in one of our many activities, events or simply enjoying time in one of the safest and best parks offered anywhere. Happy New Year Wilsonville.

-Mike McCarty

Recreation Updates:



Virtual Crafting– Winter Gnomes: A virtual crafting event took place, as part of the larger Winterfest on Sunday, December 20 on Facebook Live. Recreation Co-ordinator, Erica Behler gave a tutorial on how to create a winter gnome! Overall attendance was good and the video has 170+ views. The video is saved on Facebook for anyone who would like to learn at a later date.

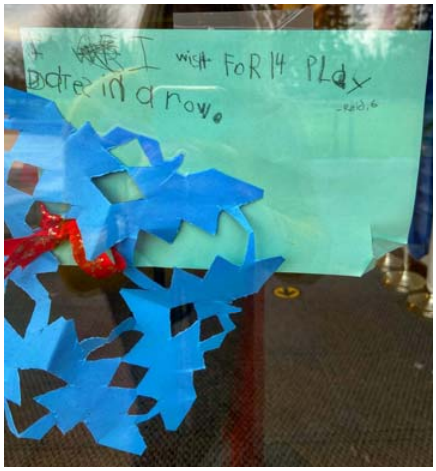


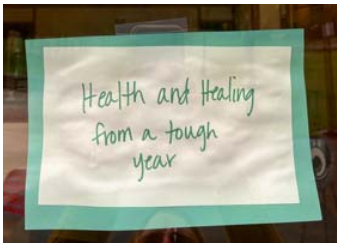
Letters to Santa: From November 30 through December 14, letters to Santa were collected in our big 'Letters to Santa' mailbox at the Parks and Rec Admin Building. Wilsonville residents who turned in a letter to Santa (and included a return address) by December 14 received a hand-written reply letter to their home! Letters to Santa templates and crayons were made available for pick-up, at no cost, at the Parks and Rec Admin Building. In total, over 90 personalized letters were sent to Wilsonville kids before Christmas.

The Hunt for the Gingerbread Family: Between December 4 and December 20, a series of Gingerbread people were hidden throughout Wilsonville as part of a scavenger hunt activity for Winterfest. Clues to find the hidden gingerbread family members were posted to the event website and social media. Participants were asked to take a picture of at least 5 gingerbread people and show Parks and Rec staff their pictures either in person or by email. Those that found at least 5 gingerbread were entered to win a $100 REI gift card. Over 60 families participated in the scavenger hunt. Those who sent in their pictures by email, often left comments about how grateful they were for this organized activity, and that they really enjoyed getting outside with their family.



Holiday Toy Drive and Senior Stockings: The Parks and Recreation Department collected new toys through December 8 and holiday stockings for local seniors through December 11. Toys were driven to Clackamas County Compassion in Action for distribution. This year we collected a total of 500 toys and over 100 stockings for seniors.





Wishes for Wilsonville Snowflakes: "Wishes for Wilsonville" snowflake craft packets were made available, at no charge, at the Parks and Rec Admin Building in December. Community members created their 2021 wish for Wilsonville and brought them to the Admin building to be displayed in our windows facing town center park. Reid, Age 6 wrote, "I wish for 14 play dates in a row".

Community Center Updates:



Drive-Thru events and Stocking Distribution:

- 90 community members attended the Community Center's drive thru holiday event. Attendees were gifted a holiday goodie bag, tree ornament, arts, crafts and a festive cookie made by the Center's nutrition staff. Response from the community was great with numerous emails and voicemails coming in to thank Center staff. One read, "Thank you for doing this. My husband and have been staying at home for 9 months. It was fun to get out today. And you were the first to wish us "Merry Christmas"! With another stating, "Thank you so much! We loved all the goodies and are so grateful! The people there were so nice, too!!!!"



- Through the generosity of community members 102 Senior Stockings went out to recipients of the Community Center's Home Delivered Meal Program. The festive stockings were filled with everyday essentials like soap and toothpaste as well as holiday goodies such as candies, ornaments and holiday themed crafts and word searches. SMART Drivers helped to deliver the stockings as part of their daily meal routes.

Parks Maintenance Updates:

Mechanical Controls:

Parks maintenance team members spent time in December starting to prep the fields in Memorial Park for the potential upcoming sports season. Below is a before and after of a mechanical control method for removing grass over growth on the infields. The team is proud to utilize many mechanical methods of weed control in the parks.





Landscape Refresh:

Memorial Parks main parking lot has been the focus of some updating over the past month. Proper pruning of plants, removal of leaf over burden and landscaping with river rock has helped to transform some of the landscape beds in Memorial. Long term the increased attention, new rock coverage and proper maintenance will help to reduce workload and assist in limiting pesticide use in these areas.







Ongoing and Upcoming:

The Search for Cupid's Hearts: Beginning Tuesday, February 2, eight red hearts will be hidden throughout Wilsonville. Clues to the locations of "Cupid's Hearts" will be posted to social media (on Facebook @WilsonvilleParksandRec and Instagram @wvparksandrec). Find at least five of the eight hearts, show proof by sending in your photos to Recreation Coordinator Erica Behler at cupidshearts@ci.wilsonville.or.us and be entered to win a kids Valentine's basket valued at $50. Two winners will be chosen at random and announced on Friday, Feb. 12

Community Valentine's for Frontline Workers and Senior Caregivers: Wilsonville Parks and Recreation would like to invite you to create a Valentine's Card for those who deserve it most- our Frontline Workers and Senior Caregivers. Beginning January 11, come by the Parks and Rec Admin Building (29600 SW Park Place) to pick up your DIY Valentine's Card kit. Kits are available for pick up Monday through Friday 8am to 5pm. Return your card by Friday, February 5 so we can get it out to our brave and deserving Valentines.

Parks and Recreation Advisory Board: The Parks and Recreation Advisory board will meet via zoom on January 14t at 4pm. The meeting agenda includes officer appointments, a mid-year staff report, and an initial discussion about board goals for 2021.

Kitakata Sister City Advisory Board: Recreation Coordinator, Erica Behler is working with the newly appointed board members of the Kitakata Sister City Advisory Board to schedule their first meeting. The board will work with a facilitator to create a strategy and work plan, as well as receive training on Roberts Rules of Order.

MONTHLY NEWS

City of Wilsonville Police

VOLUME 3 | ISSUE 12 | PUBLISHED JANUARY 7, 2021 | December 2020



Wilsonville Police cited the driver of this vehicle late December 12 for Reckless Driving and causing damage to fields at Memorial Park. The case is at the District Attorney's Office.







On December 11, Wilsonville Police, with the Clackamas County Sheriff's Office, responded to a pursuit that originated southbound on I-205 near Exit 12B. Wilsonville Police picked up the vehicle—a 2013 Jeep Patriot—and ended the chase on I-5, south of Wilsonville. JV Mazawa was taken into custody and charged with Attempt to Elude Police, Reckless Driving, Recklessly Endangering, and Possession of a Controlled Substance-Methamphetamine.



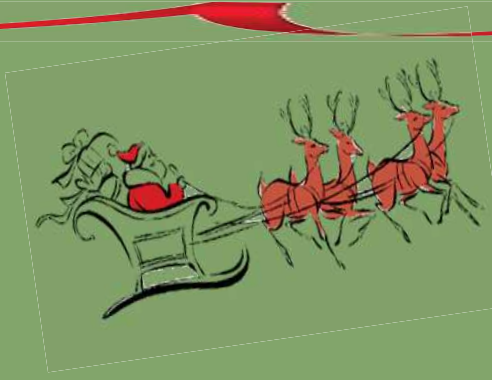


Early the morning of December 17, Wilsonville Police nightshift deputies recovered a Kia Soul at an apartment complex. The Soul was reported stolen to Gresham during June 2020.

Victims of David Unitan, aka David Cohen, filed an Identity Theft report with Wilsonville Police in July 2020. Deputy Kate Wilson followed through on the details and served a search warrant on his residence in December.

The case has since been turned over to Federal Agents. Unitan was charged with Aggravated Identity Theft, Wire Fraud, and Money Laundering. Agents seized a Ford pickup and Tesla sedan as proceeds of loans Unitan obtained through fraudulent activity.





A Secret Santa sent money to the Clackamas County Sheriff's Office, to be given away this December. We were able to surprise several Wilsonville residents with $100 bills.

In addition, we were given information about some families who could use some Christmas cheer. Wilsonville Police brought in gift cards, toys, and household goods to help brighten their holiday.



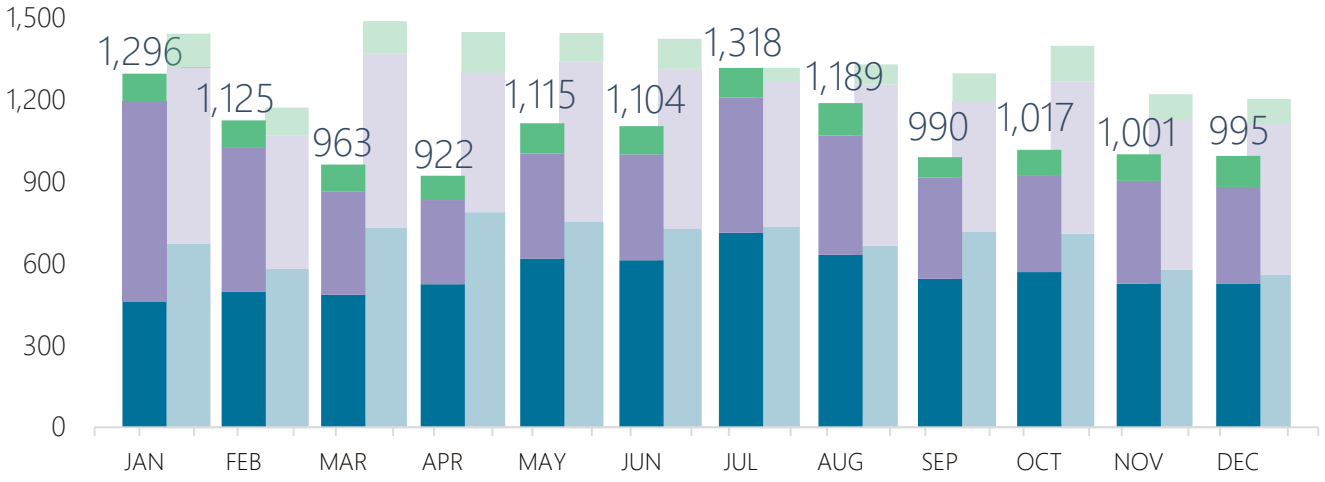
WILSONVILLE
MONTHLY ACTIVITY REPORT
December 2020

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

In Partnership with

Clackamas County Sheriff's Office

LE Calls for Service in the City of Wilsonville – Totals & Median Response Times — December 2020

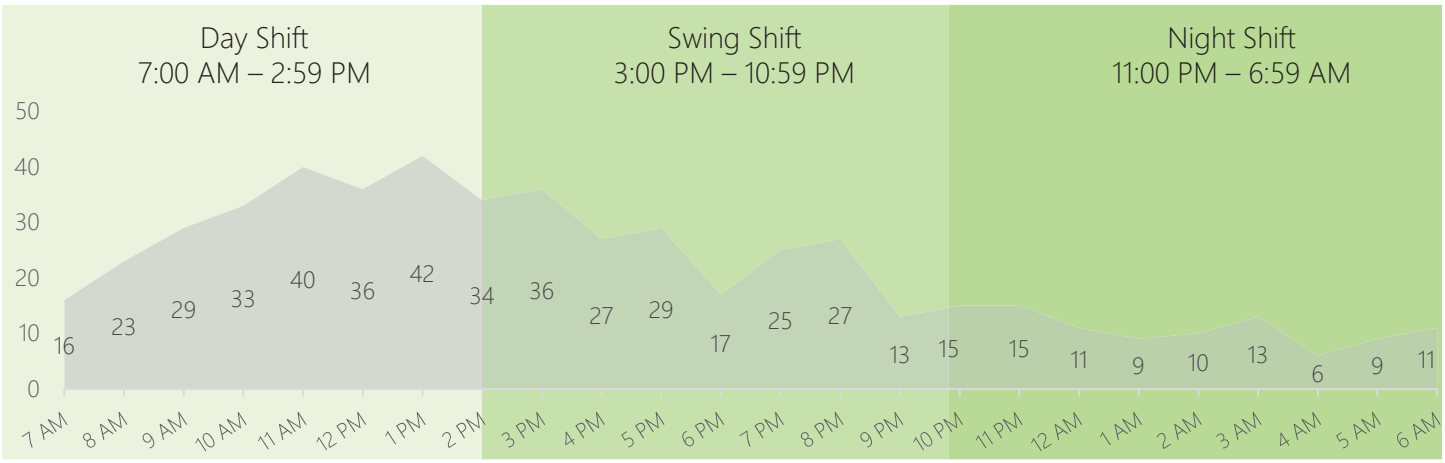


2019 faded, **2020 solid**

Dispatched	Self-Initiated	Follow-Ups
526	355	114
53%	36%	11%
17.0	11.5	3.7

Median Hold & Response Times for Dispatched Calls		
Duration Type	All Calls	Priority 1 & 2 Calls
Hold Duration (Input to Dispatch)	3:25	2:12
Response Duration (Dispatch to Arrival)	5:25	5:02

Daily Average Calls

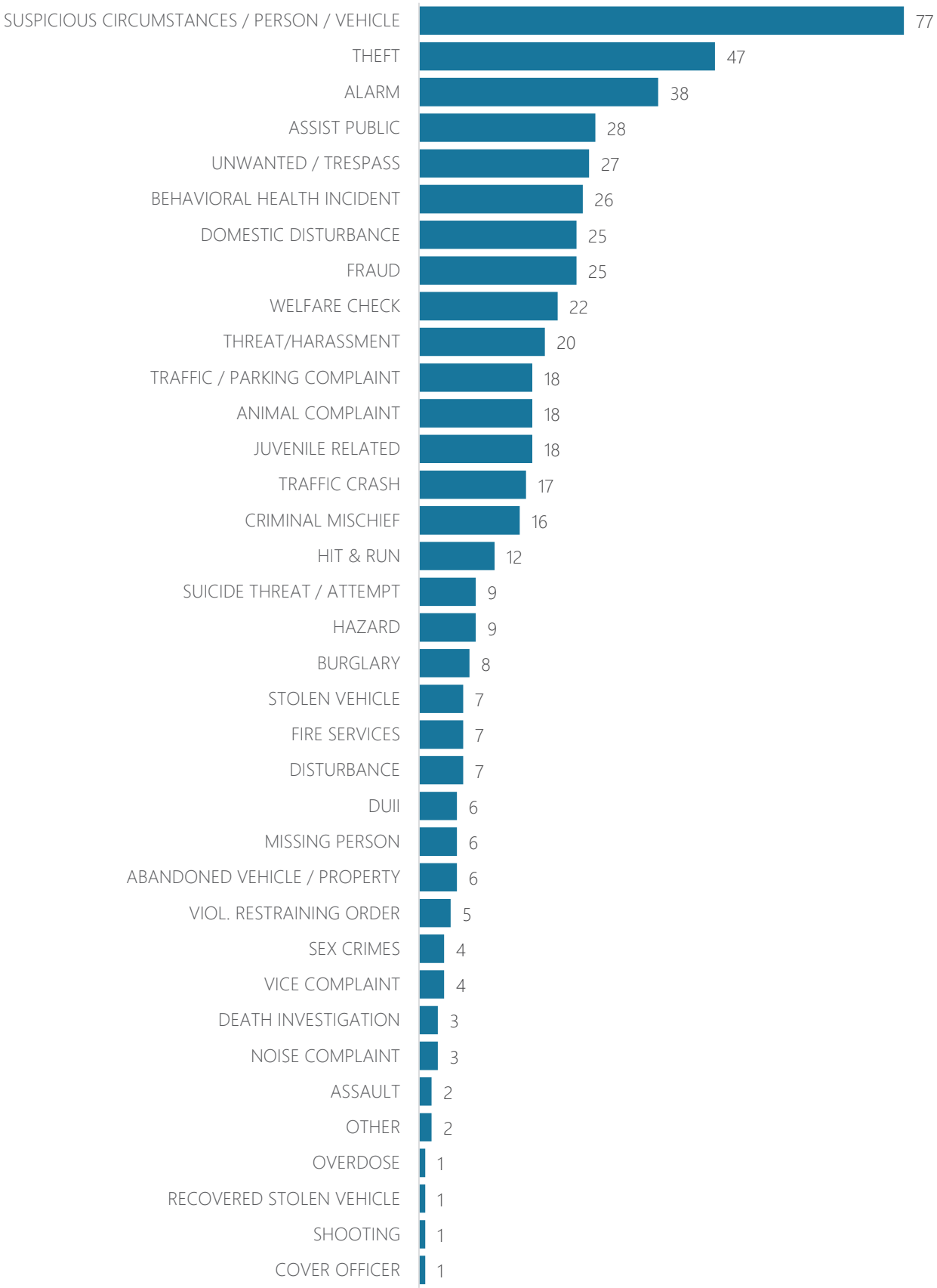


41% 43% 15%

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

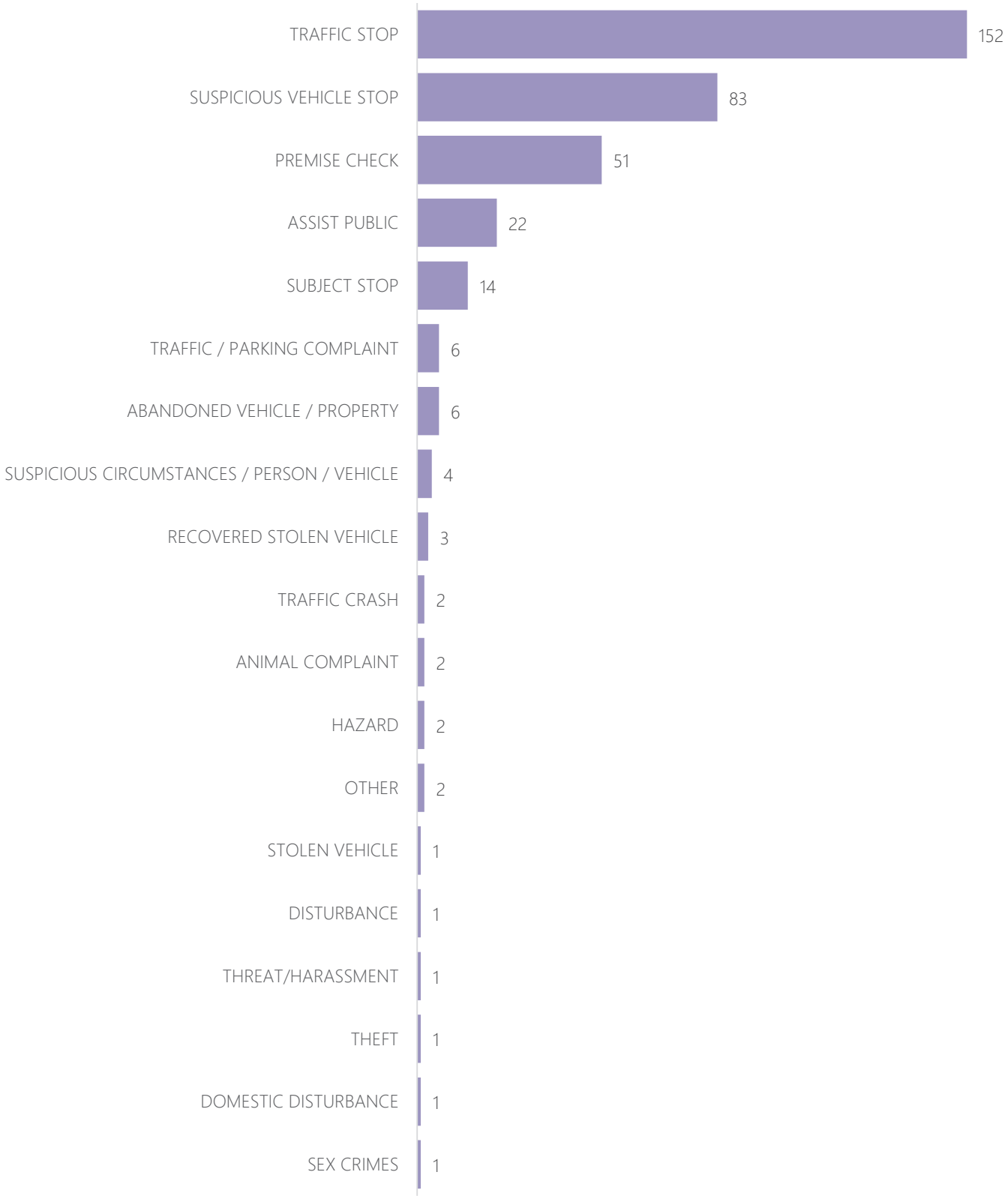
LE Calls for Service in the City of Wilsonville – Call Type Breakdown December 2020

Dispatched Call Types



LE Calls for Service in the City of Wilsonville – Call Type Breakdown December 2020

Self-Initiated Call Types



LE Calls for Service in the City of Wilsonville – Call Type Breakdown Tables December 2020

Dispatched Call Types

DISPATCHED CALL TYPE	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2020 Monthly Trend Line
ABANDONED VEHICLE / PROPERTY	14	10	11	17	11	18	14	20	16	10	10	6	
ALARM (3rd)	38	48	52	40	0	47	53	49	48	55	60	38	
ANIMAL COMPLAINT	11	7	22	6	0	18	26	26	11	18	10	18	
ARSON	0	0	0	0	0	0	0	0	1	0	0	0	
ASSAULT	6	5	4	4	0	4	4	7	1	4	2	2	
ASSIST PUBLIC (4th)	24	32	36	28	9	43	62	35	39	44	30	28	
BEHAVIORAL HEALTH INCIDENT	7	24	18	8	0	16	25	11	24	20	27	26	
BURGLARY	8	7	7	1	0	5	3	10	3	10	3	8	
COVER OFFICER	6	1	0	0	1	1	4	4	0	0	1	1	
CRIMINAL MISCHIEF	6	7	5	10	16	21	13	22	18	12	14	16	
DEATH INVESTIGATION	0	4	1	0	3	4	2	4	1	1	4	3	
DISTURBANCE	11	7	8	11	7	6	13	11	8	8	6	7	
DOMESTIC DISTURBANCE	16	19	32	21	31	36	23	27	17	32	22	25	
DUII	6	10	3	3	5	1	4	7	2	5	12	6	
EXTRA PATROL REQUEST	2	1	0	1	0	0	0	5	3	1	3	0	
FIRE SERVICES	6	7	8	3	0	7	5	7	2	10	9	7	
FRAUD	16	19	16	22	19	19	31	29	18	10	18	25	
HAZARD	3	7	3	5	4	3	5	6	5	10	7	9	
HIT & RUN	7	11	10	13	12	9	15	17	9	11	3	12	
JUVENILE RELATED	18	17	23	17	15	24	22	14	12	16	13	18	
LITTERING	1	3	0	0	1	1	3	0	2	0	0	0	
MARINE PATROL	0	1	0	1	0	0	0	1	0	0	0	0	
MENACING	1	0	0	1	0	0	0	1	2	3	0	0	
MINOR IN POSSESSION	6	2	4	1	1	1	1	1	0	1	2	0	
MISSING PERSON	5	5	6	5	5	6	1	4	3	2	3	6	
NOISE COMPLAINT	10	9	17	16	20	21	16	15	13	12	7	3	
OTHER	0	2	1	5	2	2	4	0	0	0	0	2	
OVERDOSE	1	0	0	0	0	2	1	0	1	0	0	1	
PREMISE CHECK	1	1	0	4	1	0	0	0	0	0	0	0	
PROMISCUOUS SHOOTING	1	0	2	3	1	0	0	3	0	1	1	0	
PROWLER	0	1	2	0	1	1	1	0	0	2	0	0	
PURSUIT	0	0	0	1	0	0	0	0	0	0	0	0	
RECOVERED STOLEN VEHICLE	1	1	2	2	5	3	2	1	1	1	2	1	
ROBBERY	0	0	0	0	1	1	1	0	1	2	0	0	
SEX CRIMES	4	0	2	3	1	0	4	3	1	4	2	4	
SHOOTING	0	0	0	0	0	0	0	1	0	0	0	1	
STOLEN VEHICLE	1	8	9	9	17	8	11	10	11	6	7	7	
SUBJECT STOP	0	0	0	0	1	0	0	0	0	0	0	0	
SUICIDE THREAT / ATTEMPT	3	16	8	14	8	10	11	14	13	9	13	9	
SUSPECT CONTACT	1	0	0	3	4	3	1	0	1	1	2	0	
SUSPICIOUS CIRCUMSTANCES / PERSON / VEHICLE (1st)	71	69	55	57	95	87	107	82	106	85	70	77	
SUSPICIOUS VEHICLE STOP	2	0	0	0	0	0	0	0	0	0	0	0	
THEFT (2nd)	46	40	36	75	66	51	64	48	57	49	39	47	
THREAT/HARASSMENT	15	19	20	29	22	33	23	21	20	18	23	20	
TRAFFIC / PARKING COMPLAINT	13	11	9	25	19	18	26	22	15	21	27	18	
TRAFFIC CRASH	10	13	11	6	8	13	15	14	8	12	15	17	
TRAFFIC STOP	1	0	0	0	0	0	1	0	0	0	0	0	
UNWANTED / TRESPASS	19	17	13	20	22	23	27	24	19	13	25	27	
VICE COMPLAINT	3	7	4	1	2	7	4	0	5	5	3	4	
VIOL. RESTRAINING ORDER	1	1	1	5	6	2	6	7	6	8	4	5	
WARRANT SERVICE	2	1	1	0	2	0	1	0	2	0	1	0	
WELFARE CHECK (5th)	32	26	24	28	40	40	58	50	20	37	27	22	
Grand Total	456	496	486	524	484	615	713	633	545	569	527	526	

*2020 Top 5 call types in red

Self-Initiated Call Types

SELF-INITIATED CALL TYPE	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2020 Monthly Trend Line
ABANDONED VEHICLE / PROPERTY	1	8	5	7	1	1	4	5	7	5	9	6	
ALARM	1	0	0	0	0	0	0	0	0	1	0	0	
ANIMAL COMPLAINT	7	2	2	5	0	4	4	3	4	2	2	2	
ASSAULT	1	0	0	0	0	0	0	0	0	0	0	0	
ASSIST PUBLIC (5th)	21	17	16	22	8	26	19	33	28	21	24	22	
BEHAVIORAL HEALTH INCIDENT	0	0	0	0	0	0	0	0	0	1	1	0	
CRIMINAL MISCHIEF	6	2	0	0	1	0	1	1	4	0	1	0	
DEATH INVESTIGATION	0	0	0	0	0	0	0	0	0	1	0	0	
DISTURBANCE	0	1	0	0	0	0	0	0	0	1	0	1	
DOMESTIC DISTURBANCE	0	0	0	0	0	0	0	0	0	0	0	1	
DUII	0	0	1	0	0	0	0	1	0	0	0	0	
EXTRA PATROL REQUEST	15	9	0	3	4	2	3	3	0	0	7	0	
FIRE SERVICES	1	0	0	1	0	0	0	0	0	0	1	0	
FRAUD	2	2	1	0	0	2	2	3	3	1	0	0	
HAZARD	2	0	3	1	0	1	3	3	4	1	5	2	
HIT & RUN	0	1	2	1	0	0	0	0	1	0	0	0	
JUVENILE RELATED	1	1	2	0	0	0	0	1	4	0	0	0	
K9 REQUEST	0	0	1	0	1	0	1	1	0	0	0	0	
MINOR IN POSSESSION	3	2	0	0	0	0	0	0	0	0	0	0	
MISSING PERSON	0	0	0	0	0	0	0	0	1	1	0	0	
NOISE COMPLAINT	0	0	0	0	0	0	1	0	0	0	0	0	
OTHER	1	0	4	5	2	5	1	2	8	2	6	2	
PREMISE CHECK (3rd)	98	57	83	88	55	99	98	38	34	26	33	51	
PURSUIT	1	1	0	1	0	0	0	1	0	0	0	0	
RECOVERED STOLEN VEHICLE	1	1	1	4	2	0	1	0	1	0	1	3	
SEX CRIMES	0	0	3	0	0	1	0	1	0	0	0	1	
STOLEN VEHICLE	0	0	0	0	1	1	0	0	1	0	0	1	
SUBJECT STOP (4th)	30	19	12	19	22	34	28	29	22	22	7	14	
SUICIDE THREAT / ATTEMPT	0	0	0	0	1	0	0	0	0	0	1	0	
SUSPECT CONTACT	3	4	5	5	1	3	4	4	1	0	3	0	
SUSPICIOUS CIRCUMSTANCES / PERSON / VEHICLE	8	4	5	18	21	10	19	13	8	6	6	4	
SUSPICIOUS VEHICLE STOP (2nd)	84	62	52	60	51	58	103	78	75	94	96	83	
THEFT	5	2	1	2	2	3	2	1	2	1	0	1	
THREAT/HARASSMENT	1	0	2	1	0	0	0	0	0	1	0	1	
TRAFFIC / PARKING COMPLAINT	24	17	10	8	11	9	10	15	16	10	11	6	
TRAFFIC CRASH	4	3	1	1	1	1	2	0	1	1	2	2	
TRAFFIC STOP (1st)	390	308	161	53	183	122	188	199	146	154	155	152	
UNWANTED / TRESPASS	0	1	0	2	1	1	0	0	0	0	1	0	
VICE COMPLAINT	0	0	0	1	0	0	0	1	0	0	0	0	
VIOL. RESTRAINING ORDER	0	0	0	0	0	0	0	0	0	1	0	0	
WARRANT SERVICE	9	2	3	1	0	3	1	1	0	1	1	0	
WELFARE CHECK	1	2	2	0	1	3	1	0	0	1	3	0	
Grand Total	**721**	**528**	**378**	**309**	**370**	**389**	**496**	**437**	**371**	**355**	**376**	**355**	

*2020 Top 5 call types in red

Dispatched Call Types

Dispatched Call Type	December			
	2019	# Diff.	% Diff.	2020
BEHAVIORAL HEALTH INCIDENT	5	21	420%	26
ASSAULT	1	1	100%	2
BURGLARY	4	4	100%	8
OTHER	1	1	100%	2
FRAUD	14	11	79%	25
DISTURBANCE	4	3	75%	7
HAZARD	6	3	50%	9
CRIMINAL MISCHIEF	11	5	45%	16
FIRE SERVICES	5	2	40%	7
STOLEN VEHICLE	5	2	40%	7
UNWANTED / TRESPASS	20	7	35%	27
TRAFFIC / PARKING COMPLAINT	14	4	29%	18
HIT & RUN	10	2	20%	12
THREAT/HARASSMENT	18	2	11%	20
ASSIST PUBLIC	28	0	No change	28
DEATH INVESTIGATION	3	0	No change	3
JUVENILE RELATED	18	0	No change	18
SUICIDE THREAT / ATTEMPT	9	0	No change	9
SUSPICIOUS CIRCUMSTANCES / PERSON / VEHICLE	77	0	No change	77
THEFT	47	0	No change	47
ANIMAL COMPLAINT	20	-2	-10%	18
TRAFFIC CRASH	19	-2	-11%	17
MISSING PERSON	7	-1	-14%	6
WELFARE CHECK	26	-4	-15%	22
VICE COMPLAINT	5	-1	-20%	4
DUII	8	-2	-25%	6
DOMESTIC DISTURBANCE	34	-9	-26%	25
ALARM	62	-24	-39%	38
OVERDOSE	2	-1	-50%	1
ABANDONED VEHICLE / PROPERTY	16	-10	-63%	6
COVER OFFICER	3	-2	-67%	1
NOISE COMPLAINT	13	-10	-77%	3
EXTRA PATROL REQUEST	1	-1	-100%	0
MENACING	1	-1	-100%	0
TRAFFIC STOP	1	-1	-100%	0
RECOVERED STOLEN VEHICLE	0	1	NC	1
SEX CRIMES	0	4	NC	4
SHOOTING	0	1	NC	1
VIOL. RESTRAINING ORDER	0	5	NC	5
Grand Total	**518**	**8**	**2%**	**526**

Increase

Decrease

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

LE Calls for Service in the City of Wilsonville – Call Type Comparison to Previous Year's Month December 2020

Self-Initiated Call Types

Self-Initiated Call Type	December			
	2019	# Diff.	% Diff.	2020
RECOVERED STOLEN VEHICLE	2	1	50%	3
ASSIST PUBLIC	17	5	29%	22
ABANDONED VEHICLE / PROPERTY	5	1	20%	6
SUSPICIOUS VEHICLE STOP	75	8	11%	83
OTHER	2	0	No change	2
SUSPICIOUS CIRCUMSTANCES / PERSON / VEHICLE	5	-1	-20%	4
PREMISE CHECK	70	-19	-27%	51
ANIMAL COMPLAINT	3	-1	-33%	2
HAZARD	4	-2	-50%	2
TRAFFIC CRASH	4	-2	-50%	2
TRAFFIC STOP	333	-181	-54%	152
SUBJECT STOP	34	-20	-59%	14
THEFT	3	-2	-67%	1
TRAFFIC / PARKING COMPLAINT	20	-14	-70%	6
UNWANTED / TRESPASS	1	-1	-100%	0
VICE COMPLAINT	1	-1	-100%	0
WARRANT SERVICE	8	-8	-100%	0
WELFARE CHECK	1	-1	-100%	0
CRIMINAL MISCHIEF	9	-9	-100%	0
EXTRA PATROL REQUEST	2	-2	-100%	0
FRAUD	4	-4	-100%	0
JUVENILE RELATED	4	-4	-100%	0
SUICIDE THREAT / ATTEMPT	1	-1	-100%	0
DISTURBANCE	0	1	NC	1
DOMESTIC DISTURBANCE	0	1	NC	1
SEX CRIMES	0	1	NC	1
STOLEN VEHICLE	0	1	NC	1
THREAT/HARASSMENT	0	1	NC	1
Grand Total	**608**	**-253**	**-42%**	**355**

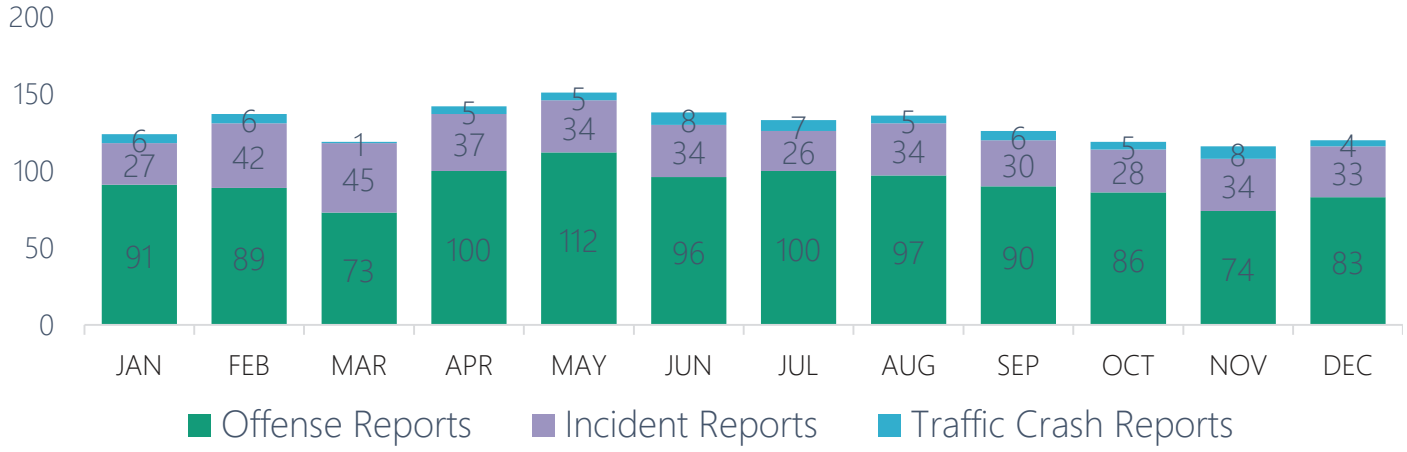
Increase

Decrease

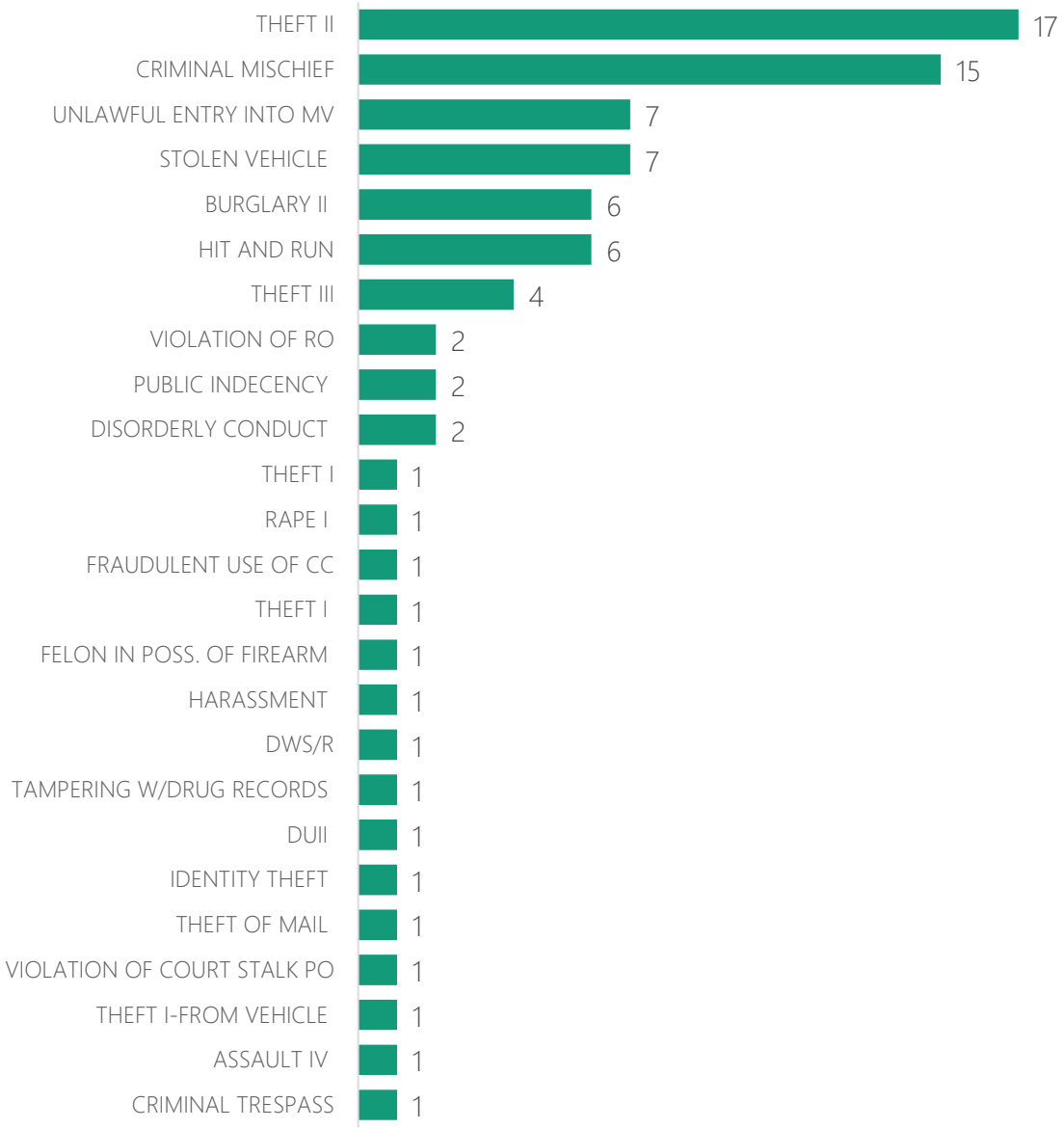
NC = Not Calculable. A percentage difference is not calculable when the older value equals 0, as the newer value cannot divide into 0.

LE Reports Written in the City of Wilsonville December 2020

Monthly Reports Written

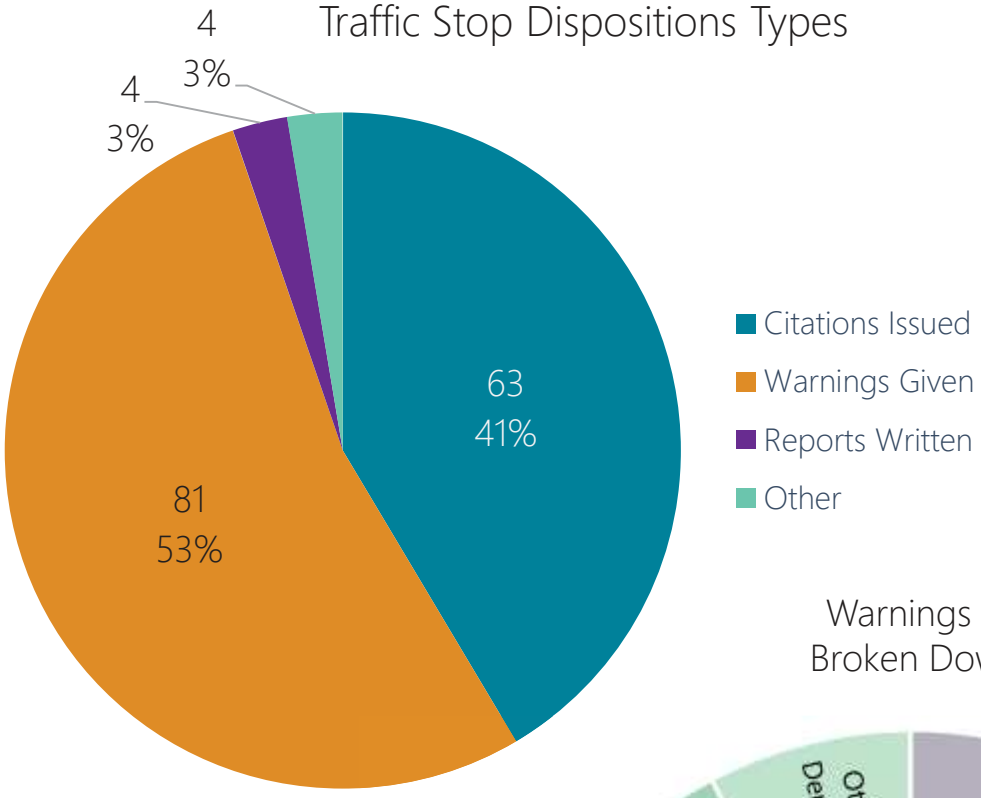


Offense Reports Written Breakdown by Top Charge

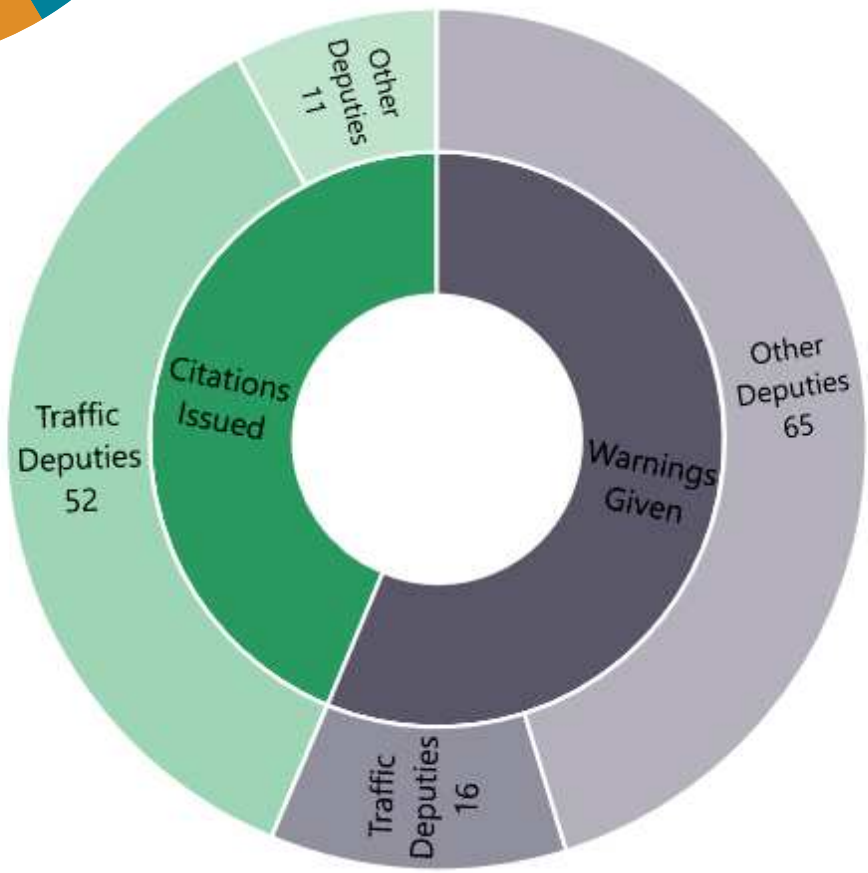


In December 2020, 152 traffic stops were made within the city limits, resulting in 63 citations issued, 81 warnings given, and 4 offense/incident reports created. Of the 63 citations issued, 76 charges were included (see next slide).

Traffic Stop Dispositions Types



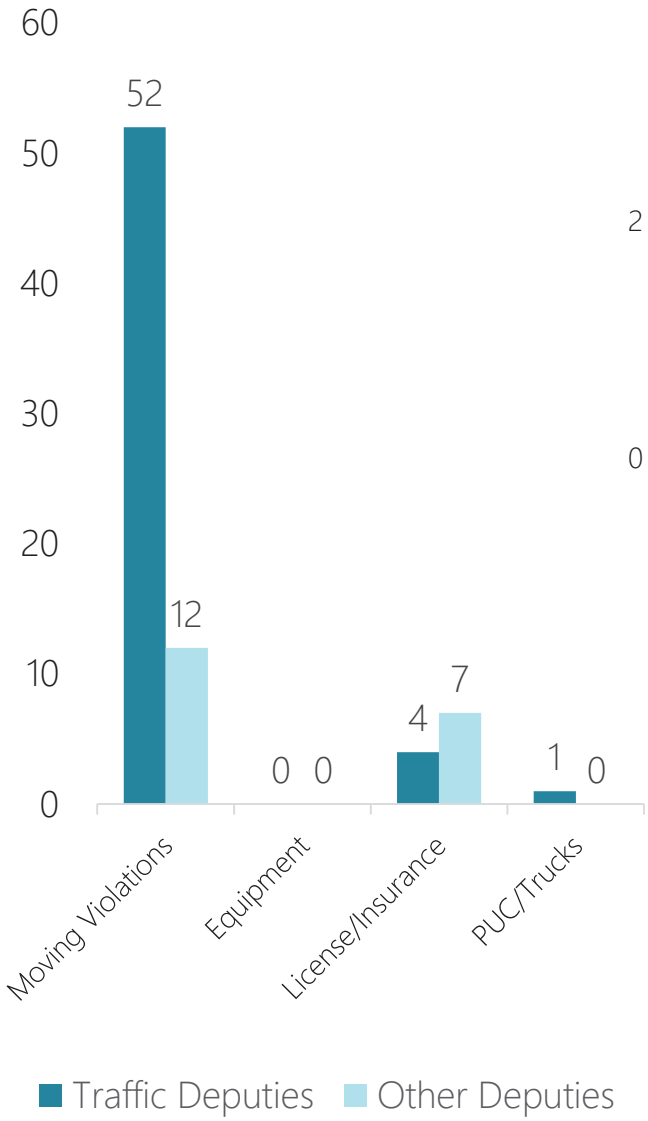
Warnings & Citations Issued Broken Down by Deputy Type



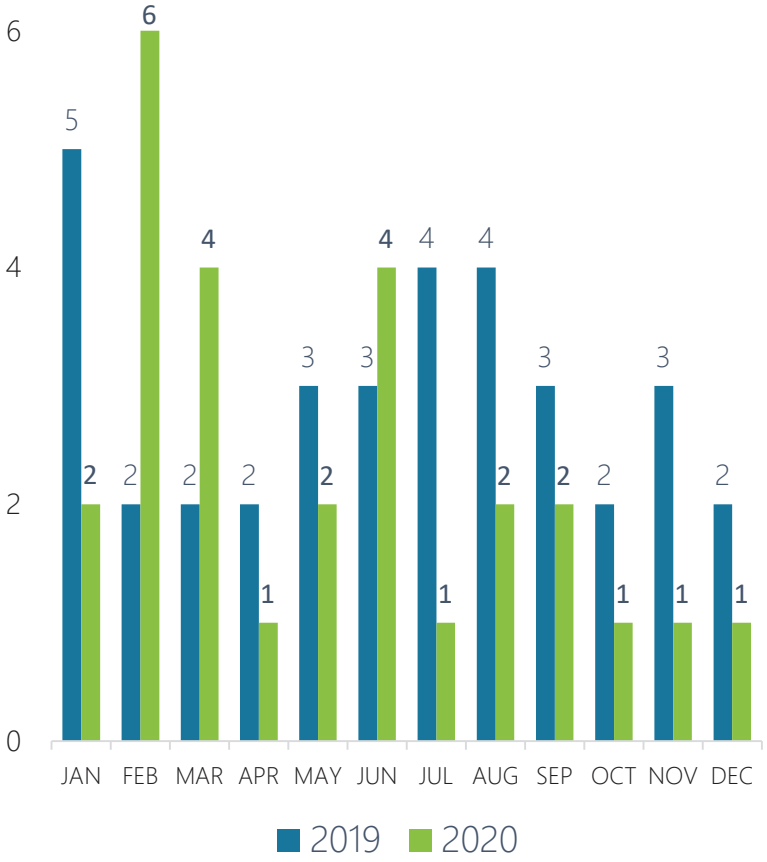
Traffic Enforcement in the City of Wilsonville December 2020

Citation Types Issued:

Of the **63** citations issued, **76** charges were included in the following types:



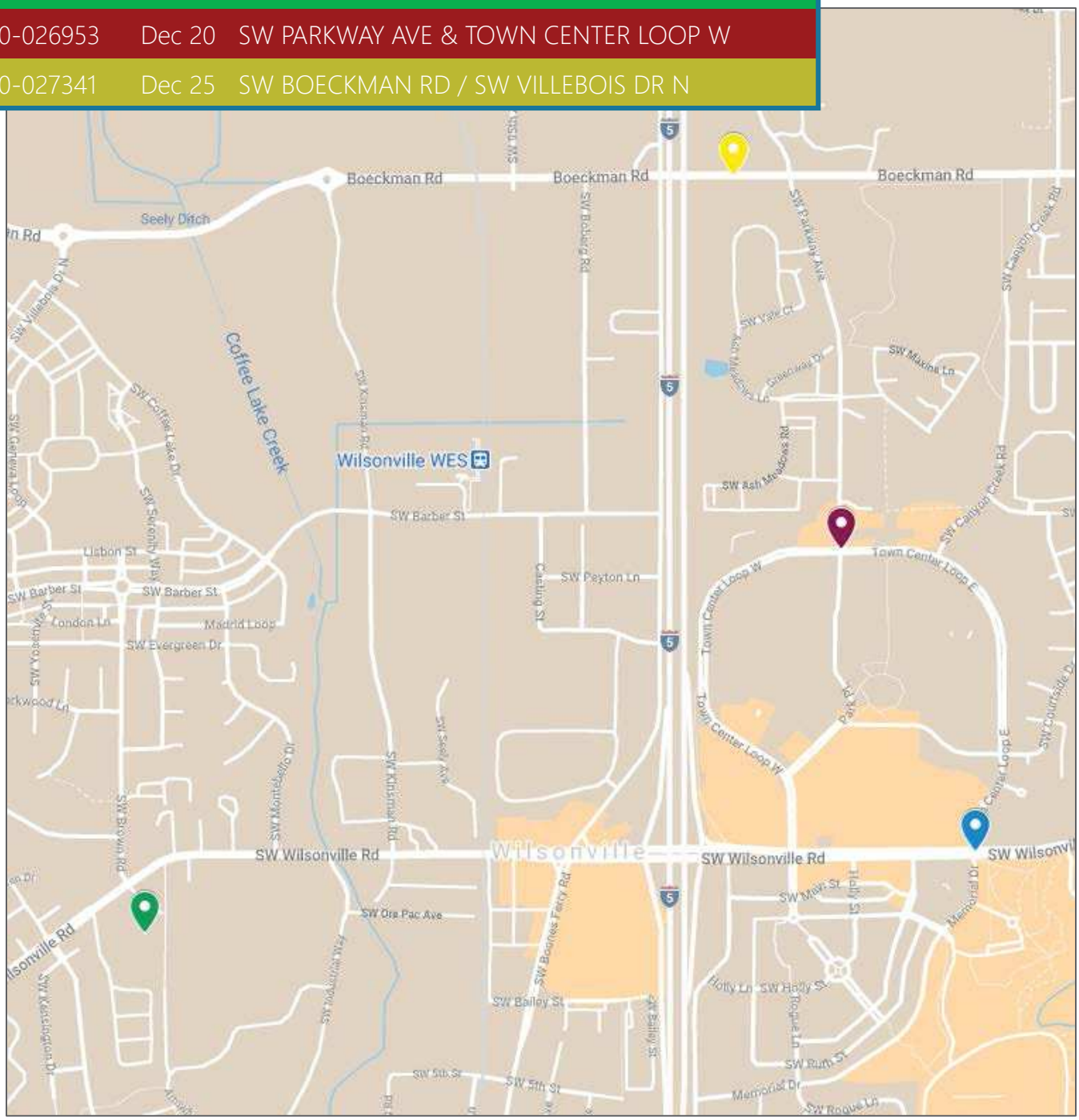
DUII Arrests:





Map of Traffic Crash Reports

Case	Date	Address
20-025997	Dec 7	SW WILSONVILLE RD & SW TOWN CENTER LOOP E
20-026155	Dec 9	SW BARBER ST & SW BROWN RD
20-026953	Dec 20	SW PARKWAY AVE & TOWN CENTER LOOP W
20-027341	Dec 25	SW BOECKMAN RD / SW VILLEBOIS DR N



WILSONVILLE PUBLIC WORKS

December 2020 Monthly Report

From The Director's Office:

Lighting the Way (Streets and Avenues)

On September 21, 2020, the City issued a contract for $478,500 to Northstar Electrical Contractors to convert streetlights around town to new energy efficient Light Emitting Diode (LED) lighting fixtures. The good news is the awarded price was 5% less than the engineering estimates and the better news is work started in October.

Phase 1 of the streetlight conversion project focuses on converting 950 of the lights along Arterial and Collector class roadways. Representative arterial and collector roads in the City include: Wilsonville Road, Boeckman Road, Canyon Creek Road, and Parkway Avenue. Streetlights along these roads are typically referred to as "cobra-head" style lights.



Changing streetlight from HPS to LED

In order to determine the appropriate conversion wattages for the lights, the designers created a photometric analysis of the affected roads. The analysis accounted for the height of the poles and spacing between poles and assumed these two variables are fixed. The engineer then applies the American National Standards (ANSI) and Illuminating Engineering Society (IES) standard to determine the best conversion wattage to achieve the lighting standard. Applying this standard achieves overall illuminance and better uniformity of the lighting. The average light conversion replaced 200 High Pressure Sodium (HPS) light to 72 Watt LED equivalent light. Using the ANSI and IES standards a few locations were identified where it was appropriate to convert a 200W HPS lights to a 34W LED thereby greatly reduce energy consumption while providing the proper lighting level.

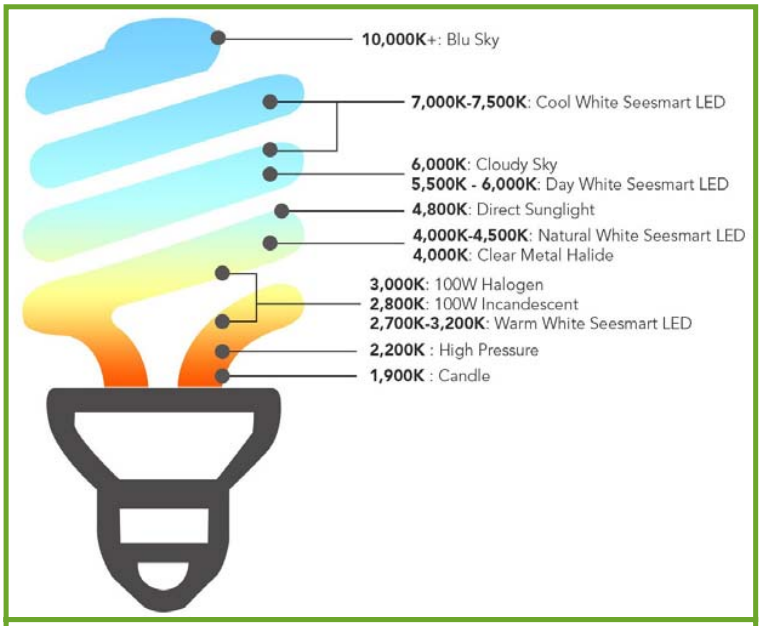
From the Director's Office, continued

In addition to being more efficient, LED lights provide better lighting quality for roadway illumination. Color temperature is a way to describe the light appearance provided by a light bulb and measured in degrees of Kelvin (K) on a scale from 1,000 to 10,000. Typically, Kelvin temperatures for commercial and residential lighting applications fall somewhere on a scale from 2000K to 6500K. The traditional HPS lights transmit a yellow or amber light in the lower 2000K range. The new LED lights transmit at 3000K providing less glare and better clarity.

Preliminary estimates indicate that the conversion project will reduce the City's energy consumption associated with these lights by an average 67%. In addition to the energy cost savings, the City also applied for and was awarded an Energy Trust of Oregon grant of $65,812 to incentivize the conversion.

A unique aspect of this project is the requirement to have the contractor enter replacement light information into City's asset management software at the end of each work day which is then used the following day for inspection confirmation plus transition the maintenance billing category from high pressure sodium lights to LED lights in real time which is another costs savings to the City.

Phase 1 of the project, the arterial and collector lights conversion, is scheduled to be completed by mid-February of 2021. Phase 2 of the project will focus on residential or local roadway classifications and is scheduled to start in Fiscal Year 2022.



Light Color Temperature Scale

Best Regards,

Delora Kerber, Public Works Director

Roads

Sign Repair at the Barber Roundabout

The Roads Maintenance crew responded to a downed street sign in the roundabout at Barber Street and Brown Road. A driver failed to negotiate the roundabout, ran through the landscape bed, and hit the light pole and directional sign. The sign is on a 'breakaway' pole, designed to detach from the foundation on impact, reducing the likelihood of injury to occupants of the vehicle.

Damaged street light poles and street signs are a top priority for repairs, especially when located near a crosswalk. Visibility for both drivers and pedestrians is important for public safety. Staff responded immediately to check for debris or electrical hazards. A new directional sign was created and installed to ensure that travelers get to their destination.



Sign with 'break away' pole



Repaired sign

Day Road Pothole Patching

A high volume of commercial vehicle traffic contributes to potholes on Day Road. Potholes can happen quickly, even overnight, and require prompt repair. Filling holes in the street helps to avoid vehicle damage or accidents due to rough driving surfaces.

To complete a repair, Roads Maintenance will cone off the work area, rerouting traffic. An asphalt hot box trailer keeps the asphalt at a consistent temperature, so that it is ready to patch. Staff will open up the area around the pothole, chipping away and removing any loose debris, and then fill it with the hot asphalt. The patch is compacted and settled with a layer of sand which seals the new asphalt, restoring road surface integrity.



Sealed pothole

Roads

Barricade Repair on Canyon Creek Road

On Canyon Creek Road, across from Canyon Creek Park, a row of barricades blocks the end of a roadway prepared for a future addition. Each year, these barricades are damaged by large vehicles using the space as a turn around. Drivers misjudge the amount of room they have to negotiate their turn and collide with the barriers. The boards and reflective sheeting that cover them must be replaced.

These barricades serve an important purpose. They signal the end of the developed roadway, which ends in a field. The reflective striping makes them visible at night, preventing unsuspecting drivers from turning into the undeveloped property.



Severely damaged barricade



Restored barricade

Stormwater

Storm Swale Maintenance

Stormwater crew tackled weeds in the storm swales on Canyon Creek. Swales aren't just for looks— they serve an important role in filtering and managing water runoff. The crew uses an Integrated Vegetation Management (IVM) approach as well as spraying to manage aggressive or invasive plants. This month, the team removed cottonwood roots and sprouts which were starting to grow over the sidewalks and potentially limiting pedestrian right-of-way.



Cottonwood root

Root Extraction

Roots found in catch basins and storm lines are a consistent issue for the Stormwater crew. Using the Vacuum truck high pressure hose with a root cutting saw attachment on the end, staff insert the hose into the manhole and push through the line all the way to the obstructed catch basin. Staff cleaned over 50 feet storm line affected by root overgrowth. Removal restores flow of water, preventing flooding and preserving system integrity.



Roots in a catch basin



Root removal

Utilities—Water

Jerry Anderson Retiring

Public Works is saying farewell to its most senior member of the department. Water Tech Jerry Anderson is retiring after serving the City of Wilsonville for 25 years. Jerry experienced the booming growth of Wilsonville from approximately 11,000 residents to over 25,000. Having witnessed the majority of infrastructure being constructed within the city, Jerry has been the go-to person for institutional knowledge. His ability to recall details about a pipe or valve that was buried 20 years ago is astounding. We are sad to see Jerry go but we are so happy for him to ride his motorcycle off into the sunset and enjoy his well-deserved retirement.



Thanks for 25 years of service, Jerry!

Annual Hydrant Inspections

This month, the Water crew continued to focus on wrapping up the annual hydrant inspections and the seemingly endless task of exercising valves in the system. In addition to performing preventative maintenance, the crew continues to provide prompt customer service to the Wilsonville water customers, responding to work orders from Utility Billing.



Chad inspecting a hydrant



Paul performing a valve exercise

Utilities—Wastewater

Wastewater Where it Should Not Be

The Wastewater Collection crew responds to a number of customer concerns each month. These calls take priority over any other task being performed. The issues are investigated immediately in order to best serve the public and protect the environment. Common wastewater concerns that residents report to the Public Works Department include plugged sewers, vermin, and strong odors.

The crew recently responded to a call from a concerned homeowner complaining of a strong sewer smell in a newly constructed neighborhood near Boeckman Creek. Upon arrival, they immediately noted the smell and started opening manholes to investigate. It did not take long to identify the source: a nearby storm water quality manhole had filled with sewage. Discovering raw sewage in a storm manhole was shocking, as the sanitary sewer and storm water sewer are two completely separate systems in the City of Wilsonville.

The Wastewater crew worked quickly to locate where the raw sewage that had entered the storm system, and within minutes, confirmed with a push camera and dye tablets that a sewer service from a newly built and recently occupied home had been mistakenly connected to the storm system by the contractor that built the house. Fortunately, the contractor was on site working on building another home in the area, and the Wastewater crew was able to work with them to clean the storm system. The contractor corrected the plumbing issue with repairs under the home and beneath the driveway. Upon completion of the repairs the work was inspected by the City Building Department. The storm main was inspected again to insure that the cross connection was repaired.



Kyle checking the line

Facilities

Leaf Vacuum

This month, the Facilities landscape crew focused on removing the last of the fall leaves. City properties are maintained weekly and approximately 40 cubic yards of leaves were collected in the month of December alone. Leaf removal was more efficient this year due to the customized vacuum trailer and that there was not a hard cold snap causing the trees to dump their leaves all at once. Now that leaf season is winding down, the crew is ready to take on new projects.



Custom vacuum trailer at work

Holiday Cheer

This year, Public Works kept things lighthearted by introducing the "Matt on the Shelf" game for City staff. Martin Montalvo lovingly crafted cutouts of our favorite Facilities Supervisor, Matt Baker, donning a jaunty red bow. Martin sent daily emails on behalf of Matt on the Shelf, including important photo clues as to where he could be hiding. The winner had to take a selfie with Matt to claim their prize.

Face coverings were a theme with Matt on the Shelf and some of the outdoor décor, serving as a reminder to stay safe this holiday season.



Matt on the Shelf



Frosty dons proper PPE

Facilities

Holiday lights

Crews endeavored to make the holiday season at the City extra merry and bright. Among the many decorative touches added to City Hall, the Community Center, and the Public Works/Police building include: 12 strands of icicle lights, several shrubs ‘a-shining’, six festive wreaths, two holiday trees, an elf excavating, one glowing oak, one bear ‘a-drumming’, and a single snowman standing.



Wintry wonderland at City Hall



Elf at work!

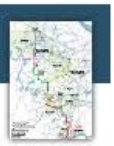
The holiday tree at the entrance to City Hall took logistical planning by the Facilities team. The tree is stored in five sections, which are hauled individually up an extension ladder. Staff are harnessed up and tied to a guide cable to safely complete assembly.



City Hall with a festive entrance

Raw Water Facility Construction Update

PROJECT UPDATES



CLICK HERE FOR FULL MAP

Willamette Water Supply
Our Reliable Water Future

Raw Water Facilities (RWF)
January 4, 2021

Dear Neighbor,

We're making steady progress with the Raw Water Facilities for the Willamette Water Supply Program. Please take a moment to read the January 2021 construction update below.

This is the first edition of our update using an electronic newsletter. We will send you a project update each month and for special notices to keep you informed.

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



Heads Up! Construction Activities

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

Deep soil mixing will continue this week. By the weekend, more underground piles will be installed near the south end of the water treatment plant. This work will take three days and may at times be noisy or you may experience vibration.

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

Thank you for your ongoing patience as we try to move things along to be complete with the deep soil mixing and jet grouting along the riverbank by the end of March.

Raw Water Facility Construction Update, continued

Learn More About the Raw Water Facilities Project

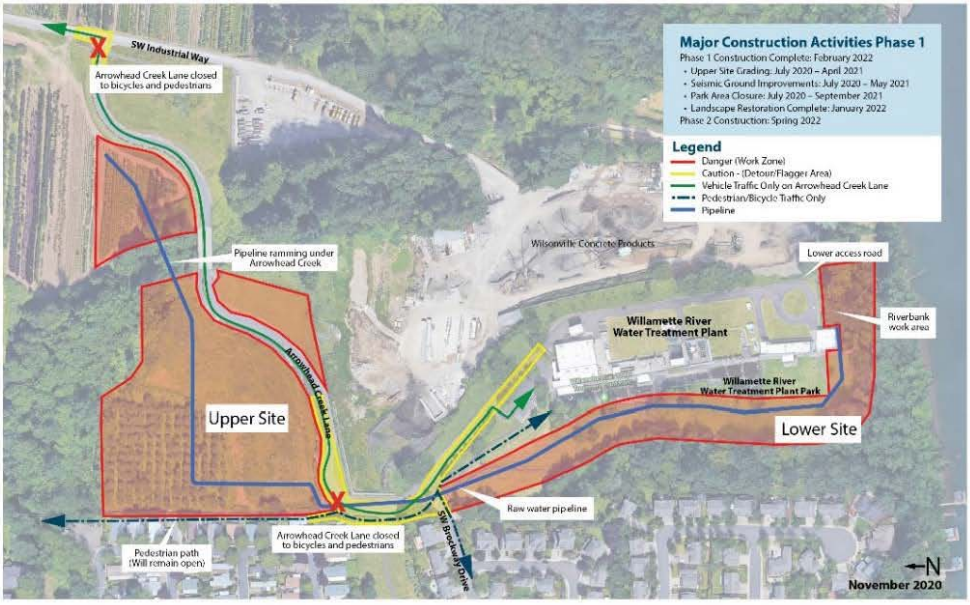
Project Overview

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

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

Willamette Water Supply
Our Reliable Water

Raw Water Facilities



Raw Water Facility Construction Update, continued

Project Schedule

- **Phase 1 Construction:** Feb 2022
- **Upper Site Grading:** July 2020-April 2021
- **Seismic Grand Improvements:** July 2020-May 2021
- **Park Area Closure:** July 2020-May 2021
- **Landscape Restoration Complete:** January 2022
- **Phase 2 Construction:** Spring 2022

Do you have questions? Please contact:
Marlys Mock
Communications Supervisor
marlys@tvwd.org | 503-941-4563

Learn More About the Raw Water Facilities Project
Learn More About the Willamette Water Supply Program

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mailchimp



SMART

SOUTH METRO AREA REGIONAL TRANSIT

December 2020 Report

As the year 2020 ever so slowly creeps into history, dragging with it the carnage of several generations, I struggle mightily to recall a more turbulent year. Nineteen hundred and sixty-eight could possibly serve as its equal, but I shall leave all of the comparisons to the historians. What I do know, however, is that through all the challenges, facing all the difficulties and living with all the uncertainties, I remain truly grateful. Grateful that we have a purpose, a mission and that we have each other for support.

Though there are difficult days ahead for sure, I am truly grateful that it does not stay dark always. In 1971, songwriter Joe South wrote the thought-provoking words to the hit song, *I Beg your Pardon (I Never Promised you a Rose Garden). I theorize that it is this very message that the universe delivered to all of us in 2020.* The chorus of the song proclaimed with certainty, *"I beg your pardon. I never promised you a rose garden. Along with the sunshine…there's got to be a little rain some time."*

Dwight Brashear
Transit Director



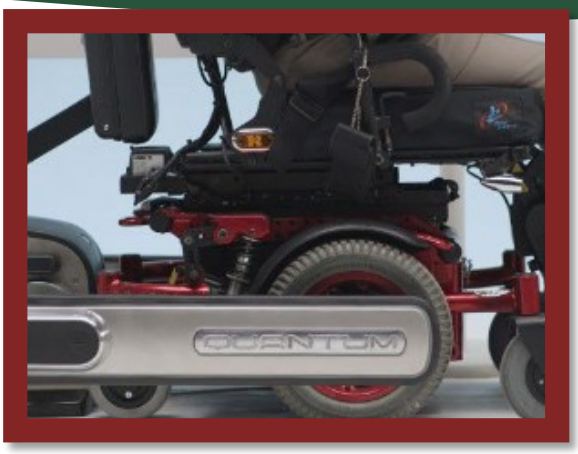
Grants and Programs - Elli Work
Grants and Programs Manager

December was spent working on two new formula funded grants:

- Section 5310 for travel training and operations
- Section 5339 for automatic wheelchair restraints

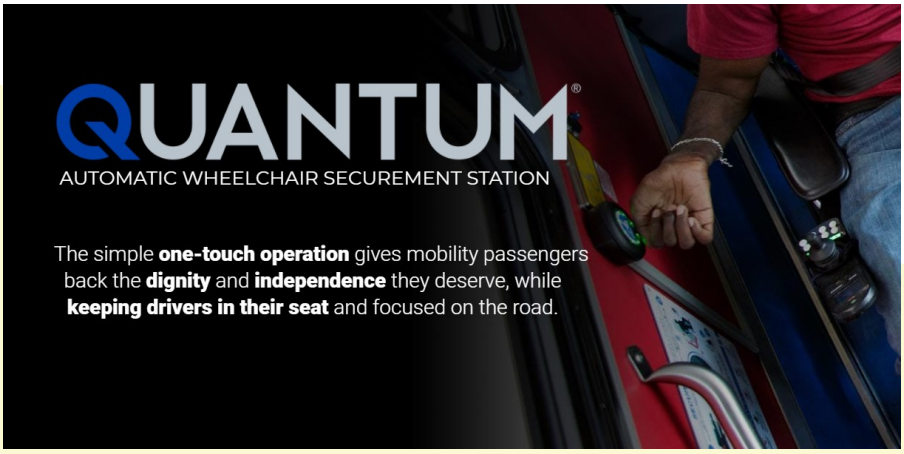
A budget amendment finalized the competitive 5339 grant for one CNG and one electric cutaway. The electric cutaway will be the first in SMART's fleet. The target completion date is June 2023.

The SMART Team also spent considerable time this month compiling the records and associated documents required for the triennial audit. Due to Covid-19, the audit was delayed by a year. And for the first time, it will be held virtually this spring.

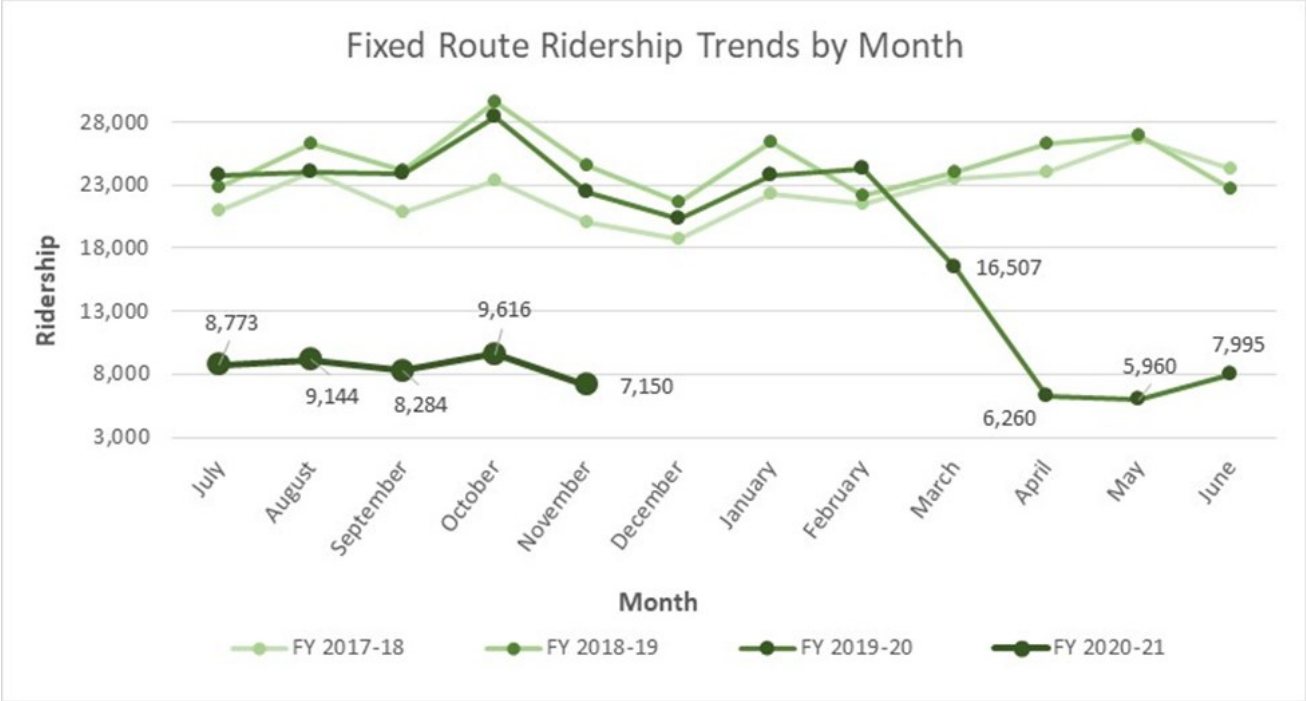




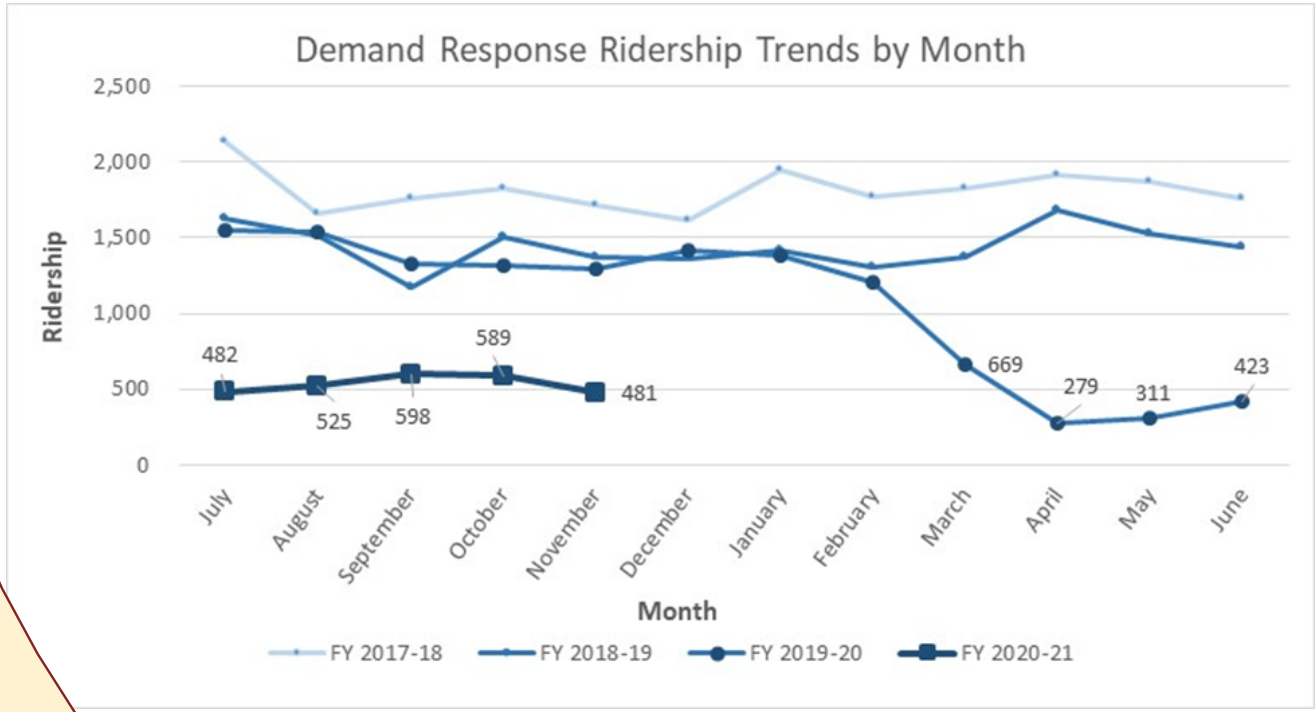
Automatic Wheelchair Securement Station



Operations - Eric Loomis Operations Manager



Ridership saw a slight decline in the month of November as compared to previous months. This is most likely due to the pause in Clackamas County and surrounding counties. Ridership is anticipated to continue with this trend until the pause is over.



Operations - Eric Loomis Operations Manager



Drivers loading meals for delivery

In the month of December, SMART continues to go the extra mile. SMART continues to partner with Parks and Recreation in delivering meals to Wilsonville residents. SMART has had many drivers deliver for the Nutrition Program, and they greatly enjoy the interactions they get to have with folks, even if from a distance. "Driver Chris Streeter delivered Christmas trees & holiday cheer to residents along his route." SMART plans to continue this partnership until volunteer drivers, who are critical to this program, are able to come back and deliver meals safely.



Nutrition Program recipient of food and Tree

SMART also helps deliver gifts from the City's giving tree every year. This year the big man in a red suit, was played by Supervisor Gregg Johansen. SMART is happy to be a part of this program and delivers such an important gift to community members.



Nutrition Program recipient of food and Tree



Gregg Johansen driving the "sleigh" full of gifts

Fleet Services– Scott Simonton Fleet Services Manager

As Transit has added more CNG (Compressed Natural Gas) buses, we are in planning and design of a larger fueling system to replace our existing compression equipment. The complications of 2020 have impacted the timeline of this project, and our ability to keep our existing fueling equipment running at full capacity has been limited by supply chain difficulties.

To mitigate the fuel production shortage, we located a mobile natural gas powered compressor available for rent. This trailer mounted unit is produced by an Oregon based company, and requires no electrical service or permanent installation. NW Natural Gas assisted with the sizing and deployment of the equipment.



Mobile CNG compressor

As we complete design of our permanent fueling equipment, we are incorporating ports in the gas plumbing to accommodate this type of mobile unit in the future, as a possible backup fueling source.