



FEBRUARY 2022 MONTHLY REPORT

From The Director's Office

Greetings!

After two years of hard work getting up to speed with understanding and mastering a massive new permit tracking software program, creating unique processes to accommodate our work flow, endless testing and spending hundreds of hours on zoom meetings coordinating the heavy lift that is implementing the new software (in addition to keeping the normal work flowing), I am proud to report that the Community Development Department's Configuration Team comprised of Shelley White in Planning, Becky White in Building, and Candi Garrett in Engineering have done it! They have successfully transitioned the Department to EnerGov!

On February 9, the city cut over from the long-standing permit tracking software called Eden, taking the entire system dark for just over a week, then coming to life again under the new EnerGov permit software program. Without disrupting the continuation of business, processing permits, conducting inspections, and collecting fees, the Configuration Team has re-entered the permits and data into the new system, successfully transitioning over to EnerGov. While nothing ever goes quite as planned, the teamwork, dedication to the mission, and overall commitment to the project goals and drive to make the Department successful have resulted in a quality launch that has had minimal impact on our customer base.

While there are certainly many individuals who contributed to the success of this project, I want to personally recognize the Configuration Team and their outstanding effort to customer service, it is truly special to see this team work so hard together to accomplish such a significant task. I am personally very impressed with their effort and am proud to be associated with such hard work, dedication to the mission, and impeccable professionalism. GREAT WORK Shelley, Becky and Candi!

Respectfully submitted,

Chris Neamtzu, AICP
Community Development Director



Building Division

Building Division—Project Highlights

The Building Division is nearing final inspection completion of a new warehouse called Coffee Creek Logistics which is located in the Coffee Creek Industrial Area on Clutter Street. This warehouse is valued at \$5.5 Million. It has a footprint of 110,000 square feet and serves as a 45 foot tall, high-bay storage facility.

The Coffee Creek Logistics Center is being constructed by Sierra Construction. Since grading permits were issued in March 2021, it has taken approximately one year to construct. There will be two tenants, Adec and O&M. Building Division staff are in the process of completing final inspections and ensuring all fire and life-safety requirements are completed. Occupancy is anticipated in March 2022.

Also under construction is the new Wilsonville High School Performing Arts Theater Expansion. This project is unique in many ways as it provides a full theater experience with 600 seats with supporting classroom and program support spaces.

In addition, the existing 300-seat theater will be renovated into a smaller Blackbox theater and classrooms. All told the \$20.1 Million expansion and renovation will provide an incredible state of the art performing arts facility for students and the community.



Coffee Creek Logistics Center



Wilsonville High School Performing Arts Theater Expansion

Engineering Division, Capital Projects

2021 Street Maintenance (4014/4118/4725):

This project involved the rehabilitation of the asphalt driving surface on Town Center Loop and Park Place and included ADA improvements to pedestrian curb ramps and pedestrian signals, new vehicle signal detection at signalized intersections and bike safety improvements along Town Center Loop. Project has been completed.

2022 Street Maintenance:

- **Curb Ramp Replacement (4014/4118)** Curb ramp replacements and upgrades are currently under design for the 2023 Street Maintenance summer construction season. The Engineering Division has opted to construct all curb ramp replacements/upgrades in advance of street maintenance work to streamline in-street maintenance and restoration work. Curb ramp work is tentatively planned to begin fall 2022 and complete by spring 2023.
- **Slurry Seal (4014)** The City of Wilsonville, along with various other local jurisdictions, has partnered with City of Hillsboro in a Joint Cooperative Procurement method to find savings in economies of scale. The City of Hillsboro advertised the Slurry Seal Schedule on Wednesday, February 16, 2022 with bids due to Hillsboro on Wednesday, March 9, 2022. Once bids are received and a low, responsive bidder is determined, the Engineering Division will bring a construction contract to Wilsonville City Council for approval and award. Slurry seal work is to occur after July 1, 2022.

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

The 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. Sewer, storm, and water pipeline installation and overhead utility undergrounding on Boones Ferry Road between Bailey Street and 5th Street is underway. Construction of the 5th Street Bridge over Coffee Creek is underway (pictured). Construction will continue through January 2023.



Construction of the 5th Street Bridge

95th Avenue Storm Pipe Repairs (7062)

This project replaces collapsed and crushed portions of existing storm pipeline on 95th Avenue. The goal of this project is to replace these sections of pipes prior to work being performed by Willamette Water Supply Program for the construction of PLM_1.3 which is scheduled for the middle of 2022. Six bids were received on February 3, 2022 with Braun Construction being the lowest, responsive bidder. The construction contract was presented to Wilsonville City Council on February 24 for award with construction tentatively scheduled to begin in mid-March 2022.

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. Due to contractor delay issues, construction is being postponed to early spring 2022 when weather is better suited for sanitary sewer bypass pumping and permanent asphalt repair work.

Engineering Division, Capital Projects

Boeckman Road Corridor Project

(4212/4206/4205/2102/7065)

This project involves the design and construction of the Boeckman Dip Bridge, Boeckman Road Improvements (Canyon Creek Road – Stafford Road), Canyon Creek Traffic Signal, and Boeckman Road Sanitary Sewer projects. Request for Proposals from qualified progressive design build teams has been advertised with proposals due on March 31, 2022.



Boeckman Road Corridor Project

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 Mobility Advisory Committee is in coordination with ODOT, the project traffic control plan during bridge construction. The design team is wrapping up this phase of the design work until construction funding is identified.

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 2020 and was completed in February 2022.

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 contract was awarded to Braun Construction in April. Construction began in June and will be complete in March 2022.

Priority 1B Water Distribution Improvements (1148)

This project constructs water distribution piping improvements to correct fire flow deficiencies identified in the Water Distribution System Master Plan. Fiscal year 2021-2022 improvements include 8-inch pipeline upgrades on Jackson Way and Evergreen Avenue and an 8-inch loop connection north of Seely Avenue. August and September work consisted of professional surveyors collecting required topographic and underground utility data needed for design. Design work will occur internally within the Engineering Division over the winter time with bidding and construction happening in late spring to early summer 2022.

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. Phase I work is complete. The contractor has demobilized until summer 2022.

Engineering Division, Capital Projects

Rivergreen and Corral Creek Lift Stations (2105)

This project involves upgrading the Rivergreen and Corral Creek wastewater lift stations. The design contract was awarded to Murraysmith in October 2020. Design was completed in December 2021, with construction anticipated for completion in 2022.

Village Greens Circle & Edgewater Lane (1500/2500/4500/7500)

Village Greens Circle and Edgewater Lane are the next two rounds of Charbonneau Utility Repair in the Charbonneau District of Wilsonville. The Request for Proposal (RFP) for design and construction services was advertised in early February 2022 with proposals due on March 9, 2022. Design work for these two projects will continue through the 2022 calendar year with construction of the Village Greens Circle project starting in early 2023. Edgewater Lane work will tentatively begin in early 2024.

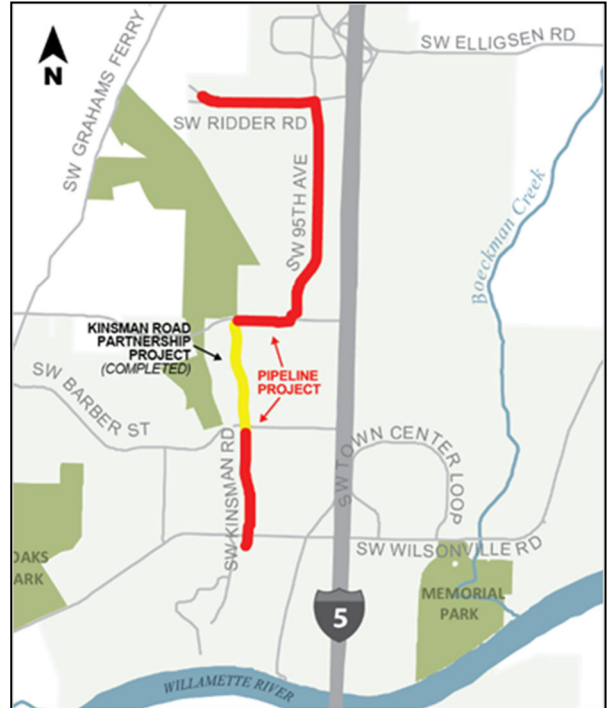
WTP Expansion to 20 MGD (1144)

This project will expand the Water Treatment Plant (WTP) capacity to 20 MGD and incorporate related WTP capital improvements. A Construction Manager/ General Contractor (CMGC) alternative contracting method was approved by City Council in March 2020. An engineering contract was awarded to Stantec in July 2020. The CMGC contract was awarded to Kiewit in August 2021. City Council approved an early work package for ozone generator replacement in October 2021. Final design was completed in coordination with the CMGC in February 2022, followed by construction through 2022-2023.

WWSP Coordination (1127)

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

- **Phase 1, Wilsonville Road (PLM_1.1)** Arrowhead Creek Lane to Wilsonville Road—**COMPLETE**
- **Phase 2, Garden Acres Road to 124th (PLM 1.2)** Ridder Road to Day Road—**COMPLETE**
- **Phase 3, Wilsonville Road to Garden Acres Road (PLM 1.3)** The WWSP is coordinating with the City of Wilsonville to construct 12,200 feet of a 66-inch water pipeline from just south of 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 began in February 2022, with completion in 2024.
 - 90% design plans are expected to be submitted to the City for review in Spring 2022.



WWTP Master Plan (2104)

This project will evaluate capacity of Wastewater Treatment Plant (WWTP) processes to accommodate projected growth and regulatory changes. A prioritized capital improvement plan and budget will be developed. The engineering contract was awarded in May 2020, and the project is anticipated to be completed by summer 2022.

Engineering Division, Private Development

Canyon Creek South Phase 3

This is a five lot subdivision on Canyon Creek Road South. The project is currently under review. The developer will select a contractor and schedule a pre-construction meeting with the city.

Charbonneau Activity Center

Construction continues on the building. Offsite work is complete. The contractor is working on final items before a final walk-through.

Coffee Creek Logistics Center (Panattoni Warehouse)

This project is located on the southwest corner of Clutter Road and Garden Acres Road. Onsite work continues. PGE has relocated power poles to allow street improvements on Clutter Road to begin.

Costco ADA Improvements

Project will include erosion control inspections.

Frog Pond Ridge

This is a 71-lot subdivision north of Frog Pond Meadows. The contractor has installed majority of utilities in Phase 1 and has begun installing utilities associated with Phase II.

Magnolia 6-Plex

A small development in Old Town that will require sanitary, storm, and water facilities. Sanitary and water have been installed

Northstar Contractor Establishment—Clay Street

This project is located in Washington County and onsite improvements are subject to the Washington County permit process. The street improvements are under the City of Wilsonville permit. The contractor is working on final items before a final walk-through for punch list items.

Parkway Woods

This project involves a parking lot update and building modifications at the Xerox campus (formerly Tektronix). A series of stormwater planters will be included to bring the parking lot up to today's standards. Construction of stormwater facilities continues.

SSI Shredding

Site plans were submitted for two additional buildings on the existing site, along with sidewalk, sanitary, and water additions. Onsite work continues. The contractor will be installing utilities on 95th Avenue in the spring.

Villebois Clermont

Grading and demolition have begun for Clermont, a 87-lot subdivision in Villebois. A portion of utilities have been installed and tested. A portion of the curbs have been installed. Paving of Phase I is anticipated to occur in March. The developer plans to submit plans on Villebois Clermont Regional Parks 5 and 6 this spring.

Wilsonville High School Auditorium

The school district will be adding a new water line, sanitary force main, and storm facilities. Onsite work continues.

Wood Middle School

Additions to Wood Middle School will require a new stormwater facility. Building modifications are nearing completion; the stormwater facility has not been started yet.

Engineering Division, Natural Resources

Wildlife Monitoring

Starting with the Boeckman Road extension and continuing with the Kinsman Road extension ten years later, passageways were provided to allow wildlife a safe and convenient path to cross beneath the roads. Due to their location within and adjacent to the Coffee Lake Wetlands, the passages are essential for maintaining habitat connectivity and wildlife corridors. Because wildlife have different requirements, several different types of passages under the roads needed to be constructed. The passageways range in size from small culverts to the bridge on Boeckman Road. In addition, the Barber Street extension includes a bridge that spans the wetlands and accommodates wildlife movement.

In cooperation with Portland State University and a wildlife consultant, the City has been able to document through monitoring the extensive use and effectiveness of the wildlife crossings. To date, more than 20 different species have used the passageways, which include deer, coyote, gray fox, rabbit, raccoon, opossum, skunk, beaver, mink, river otter, short- and long-tailed weasel, rodents, frogs, and snakes.



Coyote using a Kinsman Road wildlife passage during 2021 winter snowstorm

Planning Division, Current

Administrative Land Use Decisions Issued

- 4 Type A Tree Permits
- 3 Type B Tree Permits
- 1 Type C Tree Permit
- 4 Class I administrative reviews
- 1 Zoning verification letter
- 4 Class I sign permits
- 1 Zoning verification letter
- 4 Residential building permit land use reviews
- Other building permits

Construction Permit Review, Development Inspections, and Project Management

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

- Charbonneau Activity Center
- Clermont Subdivision (Villebois Phase 5 North)
- New sewer pump station in Memorial Park
- Panattoni Development Company warehouse on Clutter Road
- Parkway Woods industrial campus
- Residential subdivisions in Frog Pond West

Development Review Board (DRB)

During their February 14 Meeting DRB Panel A held a public hearing for an additional 29-lot subdivision in Frog Pond West. Following the hearing the board members approved the proposal by a vote of 3-2. Those board members voting against the proposal expressed concern about a waiver to the location of the required open space for the small-lot portion of the subdivision.

DRB Panel B did not meet in February.

DRB Projects Under Review

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

- 5 subdivisions in Frog Pond West
- Industrial building between Garden Acres Road and Grahams Ferry Road
- Gas Station and Convenience Store on Boones Ferry Road north of Wilsonville Road
- Storage yard and related improvements on Boones Ferry Road
- Industrial building at the corner of Kinsman Road and Boeckman Road



Perspective of Proposed Industrial Building

Planning Division, Long Range

Aurora Airport

Aurora Airport Good-Neighbor Policies

As an affected jurisdiction, it is important to articulate the relevant land use issues associated with being a neighbor to an airport into local adopted policy for purposes of intergovernmental coordination and standing in state law. The applicable document in the City of Wilsonville is the Comprehensive Plan. This Comprehensive Plan update project aims to identify the potential positive and negative impacts of the Airport's current operations and planned future growth for Wilsonville residents and businesses, and to adopt Comprehensive Plan policies to memorialize and address the highest priority issues pertaining to the interrelationships between the Aurora Airport and City of Wilsonville. In February, the project team launched a page on Let's Talk, Wilsonville! and published a survey to solicit input from the community. The project team also prepared for upcoming online community conversations on March 9 at 12 p.m. and March 10 at 6 p.m.

Frog Pond East and South Master Plan

During February, the Planning Commission had an important discussion regarding Affordable Housing including what should the target be for the amount and type of affordable housing in Frog Pond East and South and affirming strategies to meet the target. The project team took the Planning Commission's feedback and prepared to continue the discussion with City Council at a work session on March 7, 2022.



FROG POND EAST & SOUTH MASTER PLAN

In addition, during February, the project team continued work on other project components, including outreach activities for the coming months, mapping and preparing the base information for future detailed planning and analysis, and evaluating options for a neighborhood commercial center.

Inclusive Outreach Framework Refinement

Building upon outreach efforts during the Town Center and Middle Housing projects the City is reviewing and refining an outreach framework that will be the basis of ongoing outreach efforts led by the Planning Division and applicable to departments throughout the City. During February, the project team formally began the project including researching and evaluating past planning efforts in Wilsonville.

Planning Commission

During their February 9 meeting the Planning Commission held their third work session regarding the Frog Pond East and South Master Plan. The work session focused on giving feedback regarding an affordable housing analysis recently completed by the project team. The commission generally supported the direction of affordable housing targets and strategies drafted by the project team for Frog Pond East and South. In addition the Commission briefly discussed Accessory Dwelling Unit policy and guidance for upcoming work around a potential neighborhood commercial center in Frog Pond West.

Planning Division, Long Range

Transit-Oriented Development at the Wilsonville Transit Center

The Equitable Housing Strategic Plan identifies exploration of Transit-Oriented Development (TOD) at the Wilsonville Transit Center as a near-term implementation action. During February, staff finalized a Request for Qualifications (RFQ) document to be used as the first step in developer solicitation process. Release of this document will generate Statements of Qualifications from interested project developers. The project team expects to release the RFQ in early 2022, with a Request for Proposals (RFP) to follow.

The project team also developed a request for \$1.9 million in funding to close an anticipated gap in construction costs for ground floor uses in the TOD project. The team briefed Representative Neron on this request, which she submitted for consideration during the 2022 Legislative Session, to help fund the construction of ground floor uses including the SMART Transit Office and non-profit space, which are not typically eligible for funds through traditional affordable housing funding sources.

General project information is available on the project website:

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

Vertical Housing Development Zones

The Equitable Housing Strategic Plan identifies creation of tax abatements to create diversity and affordability in the City's housing supply as a near-term implementation action. Additionally, the Town Center Plan identifies exploration of Vertical Housing Development Zones (VHDZ) as a short-term implementation action to encourage mixed-use development. During February, the project team presented draft local criteria related to the definition and design of eligible non-residential spaces to City Council for confirmation that the criteria should be included in the City's VHDZ program. Based on City Council direction, the project team will begin the adoption process for a VHDZ program, with adoption expected in May.

General project information is available on the project website:

<https://ci.wilsonville.or.us/economic/page/vertical-housing-development-zones>



Massing Feasibility Study

Planning Division, Long Range

Wilsonville Town Center Plan

Infrastructure Funding Plan and Urban Renewal Analysis

The Town Center Plan identifies an Infrastructure Funding Plan and Urban Renewal Analysis as two important economic development strategies to support Plan implementation. This work will guide the City in determining how infrastructure investments in Town Center will be funded and will assess if Urban Renewal is a desirable tool to use. During February, the project team held a kickoff meeting to discuss the project's schedule and initial data requirements. This data will assist in updating cost estimates for infrastructure projects to be included within the funding analysis. The updated cost estimates will serve as the basis for development of the funding plan.



WILSONVILLE TOWN CENTER PLAN

I-5 Pedestrian Bridge

The Town Center project team neared completion of the preferred 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 February, the consultant team finalized the 90% Design package based on City comments. Once complete, the project team will share the final 90% Design package with the Planning Commission and City Council in spring 2022

General project information is available on the project website:

<https://www.ci.wilsonville.or.us/engineering/page/i-5-bikeped-bridge-project>.