Work Plan Updates
Quarter 3 2017
Create a Safe, Livable Community, While Promoting an Active and Connected Way of Life.

**Improve Wilsonville's Walkscore:**

**Project Owner**  
Jenn Scola, Associate Planner; scola@ci.wilsonville.or.us  
Charlie Tso, Assistant Planner; tso@ci.wilsonville.or.us

Staff have identified a few areas of the City and documented their initial, baseline Walkscores. Since there is no way to mass edit the data used by the website, we have been going through the map and adding in specific businesses that exist but are not accounted for in Walkscore, one-by-one. So far we have added over 50 businesses and are still working to add more; after an initial review it appears a significant number of services/businesses are not currently included in the website. Once we add in the remaining businesses, we will have to wait several months to re-analyze the Walkscores of our subject areas, as the website only updates their data on a 6 month rolling basis.

**Update the Parks Master Plan**

**Project Owner**  
Mike McCarty, Parks and Recreation Director; mccarty@ci.wilsonville.or.us

The Parks and Recreation Comprehensive Master Plan is in the process of being finalized. Dates for future consultant visits are: November 6th draft presentation at City Council Work Session. November 7th draft presentation to Parks and Recreation Board. City Council adoption of Master Plan December 18th

**Complete the Planning for Boones Ferry Park**

**Project Owner**  
Mike McCarty, Parks and Recreation Director; mccarty@ci.wilsonville.or.us

Boones Ferry Master Plan, second resident input meeting set for Thursday October 26th—6PM-City Council Chambers. Due to the archeological dig that Planning was notified is necessary for bridge location, future dates are not set.

**Complete the French Prairie Bridge Feasibility Study**

**Project Owner**  
Zach Weigel, Civil Engineer; weigel@ci.wilsonville.or.us

Project team working with FHWA and ODOT to obtain necessary permits to perform archaeological work on two of the proposed bridge alignments. Technical Advisory Committee Meeting #3 and Task Force Meeting #3 to recommend a final bridge alignment are on hold until the archaeological work is completed. A delay of approximately 3 months to the overall project schedule is anticipated, which will be reevaluated once the archaeological work is completed and the project work resumes.
Hold Educational Town Hall On Important Community Issues

Project Owner
Angela Handran, Assistant to the City Manager; handran@ci.wilsonville.or.us
Mark Ottenad, Director of Government and Public Affairs; ottenad@ci.wilsonville.or.us
Nancy Kraushaar, Community Development Director; kraushaar@ci.wilsonville.or.us

The project team met in June and is planning to hold a Transportation Forum in January at City Hall. The event will include a wide variety of transportation related agencies such as Oregon Department of Transportation, Clackamas County, Trimet, and others on panel discussion related to addressing transportation congestion, safety, and safe routes to schools among other topics. City Council is invited to attend and the Mayor is expected to serve as the moderator for panel discussions.

Evaluate the Results of the Housing Affordability Study and begin Policy Development, Including Addressing Housing Mix

Project Owner
Angela Handran, Assistant to the City Manager; handran@ci.wilsonville.or.us
Miranda Bateschell, Long Range Planning Manager; Bateschell@ci.wilsonville.or.us

In May the City entered into an Inter-Governmental Agreement (IGA) with Metro to fund the Equitable Housing Strategic Plan. Currently the City has asked Metro for a 1 year extension due to limited staff capacity to manage the project. Project will resume in Summer/Fall of 2018.

Secure Funding to Design the Pedestrian and Bikeway Bridge

Project Owner
Zach Weigel, Civil Engineer; weigel@ci.wilsonville.or.us

A draft scope of work and project prospectus is complete. Working with Metro and ODOT to schedule a kickoff meeting necessary to begin drafting an intergovernmental agreement for expenditure of federal funds on bridge design and property acquisition.
Enhance Tourism and Promote Arts and Culture

**Explore the Establishment of an Arts and Culture Commission, Based on the Results of the Arts and Culture Commission Study, and Develop a Strategy to Reinstitute the Sculpture Program**

**Project Owner**

Angela Handran, Assistant to the City Manager; handran@ci.wilsonville.or.us

Mike McCarty, Parks and Recreation Director; mccarty@ci.wilsonville.or.us

City Staff has been working closely with Cheryl Snow, who is with the Clackamas County Arts Alliance. Staff has assisted in drafting an RFP that will go out in approximately one (1) month. The RFP is to contract with a consultant who will be able to give Council a better idea of what the community wants in terms of art and culture. We will use them to help us with the following:

- Gauge level of interest City residents have in local cultural access, including arts, heritage, and history
- Increase awareness of the City's existing cultural assets and activities
- Compile and assess response data gathered through interviews, meetings, and polling
- Develop specific recommended strategies and tactics to address findings
- Based on the data analysis, present findings and recommendations to Mayor and City Council

Based on the consultant’s findings we will then move forward with determining what the next steps will be. We hope to sign a contract with a selected consultant by January 2018 and begin work at that time. We expect the project to take about 12 months, with the final recommendations going to Council in December of 2018.
Organize Library Archives; Capture History as it Happens and before it Changes, Including Coordinating Photography

Project Owner
Pat Duke, Library director; duke@ci.wilsonville.or.us

The Wilsonville/Boones Ferry Historical Society has been reformed and is pursuing options for organizing the historical archives stored at the library.

Install Interpretive Signage for Beauty and the Bridge and on Murase Architectural Features; Inventory all Public art with Interpretive Recognition

Project Owner
Angela Handran, Assistant to the City Manager; handran@ci.wilsonville.or.us
Mike McCarty, Parks and Recreation Director; mccarty@ci.wilsonville.or.us

Staff has met with Councilor Charlotte Lehan and two staff members from SeaReach to begin the process of determining size, location and content for the project. Next meeting with SeaReach is Wednesday October 11th.
Ensure Protection of our Environment and Natural Resources

Promote and Make Available Numerous Options for Convenient Sustainable Choices

Project Owner
Mark Ottenad, Director of Government and Public Affairs; ottenad@ci.wilsonville.or.us

Updating of the solid-waste collection and disposal franchise agreement now underway sets stage for implementing commercial and/or residential food-scraps recycling program.

Promote Farm and Forest Land Protection

Project Owner
Mark Ottenad, Director of Government and Public Affairs; ottenad@ci.wilsonville.or.us

City worked with Metro, Clackamas County, 1000 Friends of Oregon and others to defeat bad legislation and to advance completion of the Urban and Rural Reserves process in June 2017. City worked with Friends of French Prairie and 1000 Friends of Oregon to host the third tour in Sept. 2017 of French Prairie Rural Reserve area and adjacent ag lands for Oregon state legislators and their staff and staff of Oregon Dept of Land Conservation and Development.

Develop and Implement a Street Tree Replacement Program

Project Owner
Delora Kerber, Public Works Director; kerber@ci.wilsonville.or.us
Kerry Rappold, Natural Resources Manager; rappold@ci.wilsonville.or.us

Over the past three months, interns have been performing a street tree inventory. Information such as type, size, and height of trees is being collected and entered into Cartegraph, our asset management software. To date the interns have inventoried 8000 trees. Areas yet to be covered include areas north of Boeckman Road, the Villebois neighborhood and Charbonneau.

Become a Bee City –Completed

Project Owner
Kerry Rappold, Natural Resources Manager; rappold@ci.wilsonville.or.us

In August, the City Council adopted a resolution declaring Wilsonville a Bee City USA. The designation requires the City to provide programs and activities to enhance pollinator health and habitat. The Natural Resources Manager will function as the liaison to the Parks and Recreation Advisory Board, which was selected as the committee to facilitate the Bee City USA responsibilities.
Complete Form-Based Code Work Currently Underway

Project Owner
Kim Rybold, Associate Planner; rybold@ci.wilsonville.or.us
Jordan Vance, Economic Development Manager; vance@ci.wilsonville.or.us

During the summer, staff and the project consultant held work sessions with the Development Review Board, Planning Commission, and City Council to gather feedback on outstanding policy and process considerations identified in July 2015. With this feedback, the consultant will make final edits to the draft Form-based Code and Pattern Book this fall. An additional work session will be scheduled with the Planning Commission in December, with public hearings to follow in early 2018.
Complete the Town Center Master Plan, Including an International Square

Project Owner
Miranda Bateschell, Long Range Planning Manager; Bateschell@ci.wilsonville.or.us

The Wilsonville Town Center Plan focuses on creating a community-driven vision for the Town Center and a plan that will guide future development. Over the past few months, staff as well as volunteers from the Town Center Task Force, have been busy engaging community members in a dialogue about their ideas for the future look and feel of Town Center. It is important for us to get feedback from anyone who works, plays, or lives in the Wilsonville community, which is why we hosted several events, attended many other beloved citywide events, and developed an online component for providing feedback.

Public outreach activities during this quarter included:
Town Center Vision + Get Involved Video
Online Design Survey Jul 20 – Aug 20
Rotary Concerts Jul 26 and Aug 10
Fun In The Park Aug 5
Wilsonville Brewfest Aug 12
Wilsonville Trivia Nights
Community Block Party Aug 16
Instagram Photo Contest
Question of the Month (Idea Centers + online)
Rotary Luncheon
Student Classroom Activities
Autumn Park Focus Group, and fliers for Boones Ferry Village, Jory Trail, and Town Center Park Apartments

The summer events wrapped up on August 16th, when the City of Wilsonville hosted its first Summer Block Party, where nearly one thousand people attended and enjoyed food trucks, a temporary outdoor dining area, lawn games and fun activities in Town Center Park, and provided their ideas on what the future of Town Center could, and should, look like.

The project’s presence at the Block Party aimed at transforming the area around Town Center Park into a space that reflected many ideas the Wilsonville community has shared for the Plan. Outdoor dining, interactive games, food carts, and a festival street (street that closes periodically for events) were among the concepts tested at the Block Party. Before the end of the night, party goers provided feedback on which concepts they liked for Town Center, and voted for future designs, activities, and gathering spaces for the Plan.

Throughout these summer events, the Planning Division has received valuable feedback through conversations, comment cards, on-line surveys and interactive activities, and extended gratitude to community members for not only attending these summer events, but also sharing their ideas for the future of Town Center. All of the feedback received this summer will be analyzed, compiled, and discussed with the project’s Task Force in October in order to draft land use and transportation alternatives for the future of Town Center. Once complete, the summary results will be available on the project website.
**Complete the Fiber Business Plan**  
*Project Owner*  
Andy Stone, IT Manager; stone@ci.wilsonville.or.us

The Fiber Business Plan Draft was completed and brought to Council work session on August 7th. The response was favorable to the plan and the City is working with CTC to clean up some minor language and presentation issues to make it a final draft. Since that work session, staff has worked to add conduit to projects such as the I-5 Under Crossing Trail and worked with Engineering to ensure that conduit is part of future projects like the 5th street to Kinsman extension. The City is also contacting various firms to help develop a rate sheet for entities that are interested in leasing fiber or conduit from the City.

**Complete the Preliminary Work Necessary to Begin Soliciting Bids on Phase I of the Boones Ferry/Brown Road Project**  
*Project Owner*  
Steve Adams, Engineering Manager; adams@ci.wilsonville.or.us  
Nancy Kraushaar, Community Development Director; kraushaar@ci.wilsonville.or.us

Public meetings held on July 18th and Sept 11th, 2017. Project currently at 30% design plan completion with 50% expected mid October 2017.
Administrative Initiatives

Administrative Initiatives are Council-directed items that are tracked by the Office of City Manager and include such things as lobbying for additional funding for improvements to I-5, promoting preservation of farmland south of the Willamette River, and other initiatives of importance to Council and the community. Many of these initiatives tie into the City Council’s Key Performance Areas, and several span multiple years in terms of monitoring and reporting back to Council.

Advocate for Auxiliary Lane on Interstate 5 Southbound Over the Boone Bridge

Project Owner
Nancy Kraushaar
Mark Ottenad, Director of Government and Public Affairs; ottenad@ci.wilsonville.or.us

Proposed transportation investment package legislation, HB 2017-3, contains earmark note suggestion of $120 million for Boone Bridge lane addition and seismic retrofit.

Advocate for More Funding for all Transportation Facilities

Project Owner
Dwight Brashear, Transit Director, brashear@ridsmart.com
Mark Ottenad, Director of Government and Public Affairs; ottenad@ci.wilsonville.or.us

Transportation investment package legislation that City actively lobbied for in 2017 legislative session, HB 2017, invests in transportation improvements $5.1 billion over 10 years, including generating $100 million/year statewide for transit operations.

Continue to Monitor Volumes on Major Transportation Corridors Entering Wilsonville

Project Owner
Steve Adams, Engineering Manager; adams@ci.wilsonville.or.us
Nancy Kraushaar, Community Development Director; kraushaar@ci.wilsonville.or.us

No Update for Q3
Complete Congestion Mitigation Projects Related to Interstate 5

Project Owner
Eric Mende, Engineering Manager; mende@ci.wilsonville.or.us

The Exit 283 Southbound Ramp Widening project and Fred Meyer Exit Modification project are both in final design, with both bids scheduled for November and construction scheduled to begin in January. (CIP 4199)

Explore Sustainable Funding For SMART

Project Owner
Dwight Brashear, Transit Director; brashear@ridesmart.com

With recent passing of the transportation funding bill known as HB 2017, SMART is now positioned to receive flexible funding that will potentially eliminate any long term projected financial shortfalls. SMART is advocating for a seat on the ruling-making committee to ensure that the City of Wilsonville has a power voice, as transit funds are being distributed, which is scheduled to begin in January of 2019.

Advocate for Increased WES service

Project Owner
Dwight Brashear, Transit Director, brashear@ridesmart.com

WES service is continued in new Draft 2018 RTP as a strategic investment for increased frequency, both in terms of more runs per day and more days per week of operations.

Explore the Blue Zone Concept – Completed

Project Owner
Angela Handran, Assistant to the City Manger; handran@ci.wilsonville.or.us

Staff met with representatives from Oregon Healthiest State Initiative and determined that becoming a full Blue Zone City was cost prohibitive, but there are many ways to implement Blue Zone concepts though the HEAL program, and other lower cost programs. The 9 guiding principles of Blue Zones can be found here https://bluezones.com/2016/11/power-9/. The City is committed to continuing efforts to ensure that residents are offered opportunities to live longer, happier and more active lives.
**Educate, Inform, and Monitor the Big Pipe Project**

**Project Owner**
Eric Mende, Engineering Manager; mende@ci.wilsonville.or.us

Staff is attending various (and numerous) meetings and working on a variety of documents and proposals related to the Willamette Governance Group (WGG), including but not limited to an Inter-Governmental Agreement (IGA), Ground Lease and various easements, Willamette Intake Facility (RWF_1.0/CIP 1122) project, Garden Acres Road project (PLM 1.2 / CIP 4201) and 5th to and Kinsman Extension (PLM_1.2.6/ CIP 4196) project.

Information about several agreements and projects associated with the Willamette Water Supply Program has been presented to Council during numerous executive session and public meetings and as the program progresses additional briefing will be given and additional approvals will be required from City Council. For additional information here is a link to the Willamette Water Supply website [http://www.ourreliablewater.org/](http://www.ourreliablewater.org/).

**Create a Database of City Plants with Recommendations of Hardy Plants Suited to the Area and Post on City Website**

**Project Owner**
Delora Kerber, Public Works Director; kerber@ci.wilsonville.or.us
Kerry Rappold, Natural Resource Manager; rappold@ci.wilsonville.or.us

City Staff is currently compiling and reviewing information for the plant list
Update City Website, Including a Coordinated Calendar for Councilor Attended Events

Project Owner
Andy Stone, IT Manager; stone@ci.wilsonville.or.us
Mark Ottenad, Public Affairs Director; ottenad@ci.wilsonville.or.us

Website Redesign RFP was released on August 14th. The City received nine proposals which the selection team reviewed and narrowed down to four. The four vendors were invited to present their solution and answer questions during the week of September 25th for the selection team. The City plans to issue a notice of intent to award by October 11th and enter contract negotiations with the selected vendor. Once completed, the redesign process will begin.

Continue to Negotiate with TriMet to Adjust its Service Boundaries

Project Owner
Dwight Brashear, Transit Director, brashear@ridesmart.com

Staff will continue to engage TriMet on this matter. In an effort to move this process towards final resolution, Bryan, Mark, Barbara and Dwight met for the purpose of developing a strategy to be used to express our position to TriMet. It was decided that Barbara would draft a position letter to TriMet detailing our expectations as they relate to service boundaries. First draft of the letter to be released to the team for review in a few weeks.

Update the Solid Waste Franchise Agreement and Consider Curbside Composting Options

Project Owner
Mark Ottenad, Public Affairs Director; ottenad@ci.wilsonville.or.us

Staff presented top-level recommendations at August 8 City Council work session for improvements to the solid-waste franchise agreement, and intend to bring specific suggestions to Council in November, with a first vote by Council on a new franchise agreement scheduled for December.